Sjøfartsdirektoratet
Norwegian Maritime Authority

Checklist for Trial Run NIS/NOR
Ships built for norwegian flag

Pursuant to: Regulations of 22 December 2014 No. 1893 on supervision and certificates for Norwegian ships and mobil offshore units, section 41 (1).

Application: This checklist (KS-0168E) applies to delegated [1)] cargo ships with gross tonnage 500 and upwards built for registration in NOR/NIS register, when requesting trading permit for trial runs-, delivery trips and presentation trips (dåpsturer). The checklist may also be used for delegated passenger ships built for registration in NIS, to the extent it suits to achieve an adequate level of safety for trial runs etc.

Authorisation: For a delegated ship the RO is generally authorised to issue a trading permit on behalf of the NMA, ref. Annex I item 3.3.1. The same authorisation applies when an RO is authorised to carry out the initial new building survey in accordance with Annex V to the class agreement.

General requirement: The ship shall initially meet all safety requirements that will apply prior to the delivery of the ship.

Trading Permit form: An RO form replicating the information in the NMA's "Model form for Trading Permit".

[1)] **Delegated ship:** Means a ship delegated to an RO in accordance with Annex I or Annex III to the class agreement.

NOTE: For ships being built for foreign flag at a Norwegian yard the checklist KS-0815E applies.

Case No.

IMO No.	Call sign	Name of ship	Gross tonnage	Classification society

Flag state	Shipyard

Supplementary comments, if any:

Attachment(s): List of deficiencies, if issued, shall be attached.		
Checklist with appendices is sent to:	Norwegian Maritime Authority ☐	Copy to:

Place	Date	Signature of the surveyor(s)

		In order	Not in order	NA	Comments
1	**General**				
1.1	Confirmation from the Classification Society that hull, machinery and electrical installations are in satisfactory condition for the trial run -, delivery- or presentation trip shall be available.	☐	☐	☐	
2	**Special for technical trial run, including shipyard trial run**				
2.1	Inspections for the required Certificates shall be close to completed.	☐	☐	☐	
2.2	All conditions that are not completed prior to a technical trial run shall be compensated with documented and equivalent measures. Some conditions may be accepted as described in the corresponding checklist item.	☐	☐	☐	
2.3	Exemptions shall be granted by the Head Office of the Norwegian Maritime Authority.	☐	☐	☐	
3	**Special for delivery- and presentation trip (dåpstur)**				
3.1	Inspection for the required certificates must be completed and final / short term certificates must be issued. Conditions that concern the safety of crews, passengers, the environment or the ship shall be complied with.	☐	☐	☐	
4	**Trade area**				
4.1	**Generally:** Trade area shall be limited to the smallest practicable area. **Technical trial runs**: When essential to the completion of the trip, technical trial runs may be carried out in trade areas up to trade area 5 (small coasting*), following a particular consideration by the RO. **Small coasting: Voyage on the Norwegian coast where the unsheltered stretches exceed 25 nautical miles, including all more restricted waters, but never farther off the coast than 20 nautical miles from the Base Line (cf. Regulation of 14 June 2002 No. 625 issued by the King).* *The waters around Stadtlandet should be considered as small coasting.* **Delivery- and presentation trips**: Shall be limited to trade area 2 (waters protected against waves and wind from the open sea), cf. Regulations of 4 November 1981 No. 3793 on trade areas, section 8 and Annex II. Shorter passages in areas up to trade area 5 (small coasting) may be allowed, following a particular consideration the RO.	☐	☐	☐	
4.2	The Trading Permit shall state that the Master is responsible for ensuring that the waters and the weather conditions with regards to the ship's stability manuals/loading conditions for the trial run have been considered prior to the trial run.	☐	☐	☐	
5	**Number of persons on board**				
5.1	**Technical trial run:** The number of persons on board during a technical trial run shall be limited to those who actually have tasks on board related to the trial run.	☐	☐	☐	

		In order	Not in order	NA	Comments
5.2	The Trading Permit shall state that the number of persons on board shall be limited to those having tasks on board related to the trial run. All other personnel shall disembark prior to the trial run.	☐	☐	☐	
5.3	**Delivery- and presentation trips**: The number of persons on board for a delivery- or presentation trip shall be a maximum of 100 persons, in addition to the crew. In special cases a larger number of persons may be permitted, following a particular consideration by the NMA's cargo ship department in consultation with the RO.	☐	☐	☐	
5.4	The Trading Permit shall state that, at a delivery- or presentation trip, bridge visits of guests during sailing are not permitted.	☐	☐	☐	
6	**Manning**				
6.1	The minimum manning shall be in accordance with the issued Safe Manning Document. If a safe manning certificate has not been issued, the shipping company may determine the manning in consultation with the master. The manning must then be safety-wise adequate based on the vessel and the planned voyage. If this has not been issued, the manning shall at a minimum consist of: - Captain/Master - Chief Mate - Deck Officer - Chief Engineer - Engineer - A minimum of 5 able seafarers (deck) An increase of the minimum manning is to be considered in each case. It must be ensured that the requirements regarding hours of rest are met. UMS: The 2-hour limitation for passenger ships does not apply when operating under a voyage permit.	☐	☐	☐	
6.2	All certificate-required positions must have valid certificates, including a valid medical certificate.	☐	☐	☐	
6.3	Lifeboat/rescue boat coxswains shall have the necessary experience as well as documented training in the handling of such boat. Documented internal training is accepted.	☐	☐	☐	
6.4	**Technical trial run:** Compliance with the requirement in item about "Routines regarding crisis management" is required as a minimum. **Delivery- and presentation trip**: The master and the chief mate shall have valid* documentation on completed course for passenger- and crisis management according to STCW 1978, as amended. * not older than 5 year.	☐	☐	☐	
7	**Stability**				
7.1	Preliminary stability (intact and damage) booklets and inclining test shall be approved, or loading conditions for the trial run shall be approved if preliminary stability has not been approved.	☐	☐	☐	
7.2	The Trading Permit shall state that the Master is responsible for ensuring that stability and loading conditions, alternatively loading conditions for the trial run, are met before departure.	☐	☐	☐	

		In order	Not in order	NA	Comments
7.3	Loose, heavy equipment shall be properly secured against shifting.	☐	☐	☐	
8	**Life-Saving Appliances**				
8.1	Emergency instructions, including muster plans and instructions to the crew, shall be prepared and demonstrated to the surveyor.	☐	☐	☐	
8.2	Routines regarding crisis management, including the managing of guests/technical personnel, shall be prepared and demonstrated to the surveyor.	☐	☐	☐	
8.3	Safety information for all persons on board shall be prepared.	☐	☐	☐	
8.4	The Trading permit shall state that the safety information shall be given to all persons on board prior to departure.	☐	☐	☐	
8.5	Thermal lifejackets shall be provided for at least 100% of the number of persons on board. Immersion suits are normally not required. However, if a trial run is carried out in small coasting area, immersion suits are required for all persons on board.	☐	☐	☐	
8.6	Rescue capacity shall be 100% on each side (life-rafts and/or lifeboats). If all life-saving appliances have not been installed and tested, additional life-saving appliances shall be brought on board and placed so that they are accessible and ready for immediate use.	☐	☐	☐	
8.7	At least 1 (one) lifeboat or rescue boat with qualified crew shall be available on board (if there is a requirement for a MOB boat).	☐	☐	☐	
8.8	Internal and external emergency lighting shall be in place and tested.	☐	☐	☐	
9	**Fire Safety**				
9.1	Equipment shall be located in accordance with the safety plan.	☐	☐	☐	
9.2	Fire detection equipment shall be in place and tested.	☐	☐	☐	
9.3	Fire extinguishing equipment shall be in place and tested.	☐	☐	☐	
10	**Navigation and Radio**				
10.1	Charts, approved ECDIS, if any, for the particular trial run area and sufficient equipment for safe navigation shall be in place and tested.	☐	☐	☐	
10.2	Navigation lights shall be in place and tested.	☐	☐	☐	

		In order	Not in order	NA	Comments
10.3	Radio equipment and emergency radio equipment shall be inspected and adequate for the respective trade area.	☐	☐	☐	
11	**Insurance certificates**				
11.1	**Certificate on Civil Liability for Bunker Oil Pollution Damage (CLB Certificate)** Applies to all ships, including new buildings, with a gross tonnage of 1000 and upwards. For new buildings, the Bunker Convention Certificate shall be issued with the shipyard as the owner, based on the yard's insurance and shall be on board. After delivery, the new owner must apply for a new Bunker Convention Certificate, based on the new owner's insurance.	☐	☐	☐	
11.2	**Certificate on Liability for the Removal of Wreck (WRC Certificate)** Applies to all ships, including new buildings, with a gross tonnage of 300 and upwards. For new buildings, the Removal of Wreck Certificate shall be issued with the shipyard as the owner, based on the yard's insurance and shall be on board. After delivery, the new owner must apply for a new Removal of Wreck Certificate, based on the new owner's insurance.	☐	☐	☐	
12	**Other**				
12.1	Emergency ladders and pilot ladder shall be in place and inspected.	☐	☐	☐	
12.2	Public address and intercom system shall be in place and tested.	☐	☐	☐	
12.3	Safety and personal protective equipment shall be on board.	☐	☐	☐	
12.4	Escape routes, corridors, exits and emergency exits shall be free of obstructions and marked with the appropriate signs.	☐	☐	☐	
12.5	First Aid equipment shall be in place.	☐	☐	☐	