Sjøfartsdirektoratet
Norwegian Maritime Authority

Checklist for Trial Run

Ships built for foreign flag at a Norwegian yard

Reference: Annex VII to the Agreement of 1 June 2002 between the Ministry of Trade, Industry and Fisheries and Recognised Organisation (RO).

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

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

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 shall be available.	☐	☐	☐	
2	**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 items 3 to 11 below.	☐	☐	☐	
2.3	Exemptions from the requirements in items 3 to 11 below shall be granted by the Head Office of the Norwegian Maritime Authority.	☐	☐	☐	
3	**Trade area**				
3.1	Trade area shall be limited to the smallest practicable area. Technical trial runs may, when essential to the completion of the trip, 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.*	☐	☐	☐	
3.2	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.	☐	☐	☐	
4	**Number of persons on board**				
4.1	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.	☐	☐	☐	
4.2	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	**Manning**				
5.1	The minimum manning shall be in accordance with the issued Safe Manning Document. 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.	☐	☐	☐	

		In order	Not in order	NA	Comments
5.2	Personnel in positions that require personal certificates shall hold valid certificates, including a valid health certificate.	☐	☐	☐	
5.3	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.	☐	☐	☐	
5.4	For trial runs the compliance with the requirement in item 7.2 about "Routines regarding crisis management" is required as a minimum.	☐	☐	☐	
6	**Stability**				
6.1	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.	☐	☐	☐	
6.2	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.	☐	☐	☐	
6.3	Loose, heavy equipment shall be properly secured against shifting.	☐	☐	☐	
7	**Life-Saving Appliances**				
7.1	Emergency instructions, including muster plans and instructions to the crew, shall be prepared and demonstrated to the surveyor.	☐	☐	☐	
7.2	Routines regarding crisis management, including the managing of guests/technical personnel, shall be prepared and demonstrated to the surveyor.	☐	☐	☐	
7.3	Safety information for all persons on board shall be prepared.	☐	☐	☐	
7.4	The Trading Permit shall state that the safety information shall be given to all persons on board prior to departure.	☐	☐	☐	
7.5	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.	☐	☐	☐	
7.6	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.	☐	☐	☐	
7.7	At least 1 (one) lifeboat or rescue boat with qualified crew shall be available on board.	☐	☐	☐	
7.8	Internal and external emergency lighting shall be in place and tested.	☐	☐	☐	

		In order	Not in order	NA	Comments
8	**Fire Safety**				
8.1	Equipment shall be located in accordance with the safety plan.	☐	☐	☐	
8.2	Fire detection equipment shall be in place and tested.	☐	☐	☐	
8.3	Fire extinguishing equipment shall be in place and tested.	☐	☐	☐	
9	**Navigation and Radio**				
9.1	Charts, approved ECDIS, if any, for the particular trial run area and sufficient equipment for safe navigation shall be in place and tested.	☐	☐	☐	
9.2	Navigation lights shall be in place and tested.	☐	☐	☐	
9.3	Radio equipment and emergency radio equipment shall be inspected and adequate for the respective trade area.	☐	☐	☐	
10	**Oil pollution**				
10.1	Certificate on Civil Liability for Bunker Oil Pollution Damage (CLB Certificate) shall be on board. *Applies to all ships, including new buildings, with a gross tonnage of 1000 and upwards*.	☐	☐	☐	
11	**Other**				
11.1	Emergency ladders and pilot ladder shall be in place and inspected.	☐	☐	☐	
11.2	Public address and intercom system shall be in place and tested.	☐	☐	☐	
11.3	Safety and personal protective equipment shall be on board.	☐	☐	☐	
11.4	Escape routes, corridors, exits and emergency exits shall be free of obstructions and marked with the appropriate signs.	☐	☐	☐	
11.5	First Aid equipment shall be in place.	☐	☐	☐	