



**M. 3.70 - ACCOMODATION AND GALLEY
INSPECTION RECORD**

Date : 10/08/2018
Page : 1 of 5
Made by : QHSE
Approved by : MD
Rev. No : 0

Vessel: **BITU ATLANTIC**
Month Of Inspection : **DECEMBER**
Weekly Inspection – End Of Week-1 **WEEK 2**

1	Accommodation Areas (Mess Rooms, Alleyways, Etc.)	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	Clean and Habitable.	OK	OK			
ii	Free of Any Infestation	OK	OK			
iii	All Doors Closing Properly	OK	OK			
iv	Adequate Lighting (As per Vessel's Lighting System Design) To Facilitate Visual Task Performance and Movement of Crew. Condition of Lighting Fixtures.	OK	OK			
v	Heating/Air Conditioning Arrangments Withing Acceptable Limits.	OK	OK			
vi	Conditions of Electric Cables, No Exposed Wires, No Heavy Corrosion.	OK	OK			
vii	Nuisance Levels (i.e. Noise, Dust, Odour Problems, Etc.) Within Acceptable Limits	OK	OK			
viii	Proper Operation of Ventilation Including Exhaust Fans for Sanitary Facilities	OK	OK			
ix	Free from hazard (No Damaged Flooring/tiling, No Slippery, Etc.)	OK	OK			
x	Condition of Securing Furniture and Recreation Equipment.	OK	OK			
xi	Excessive Garbage not being Retained On-board	OK	OK			
xii	No Ship's Stores or Equipment Stored in Crew Spaces	OK	OK			
1a	Hospital	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	All Elements	OK	OK			
ii	Hospital Not Being Used As Crew Accommodation.	OK	OK			
iii	Medical Locker Properly Stocked And With Instructions Regarding Use Of Medicines/Equipment. Check For Out Of Date Medicines.	OK	OK			
iv	Resuscitator'S Oxygen Cylinder And Disposable Parts (If Available) In Good Condition/Replaced In Time.	OK	OK			
v	Check Inventory Of Medicines. Check Records Of Disposable Medicines.	OK	OK			
vi	Toilets/Showers/Washrooms/ Bathrooms In Good Condition	OK	OK			
1b	Stairways / Passageways	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	All Elements Of Item 1 (As Applicable) Are Satisfied.	OK	OK			
ii	No Objects Are Left Lying Blocking Stairways And Passageways.	OK	OK			
1c	Toilets/Showers/Washrooms/ Bathrooms	1st Week	2nd Week	3rd Week	4th Week	5th Week

To be completed on weekly basis & filed as hard copy on onboard in Master 3.70 folder



**M. 3.70 - ACCOMODATION AND GALLEY
INSPECTION RECORD**

Date : 10/08/2018
Page : 2 of 5
Made by : QHSE
Approved by : MD
Rev. No : 0

i	All Elements Of Item 1 (As Applicable) Are Satisfied.	OK	OK			
ii	In Working Order.	OK	OK			
iii	Supplied With Hot Water.	OK	OK			
iv	No Leakages. No Blocked Drains, Broken Floor Tiles.	OK	OK			
v	No Defective/Broken/Missing Fittings.	OK	OK			
1d	Galley/Pantry/Food Preparation Area	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	All Elements Of Item 1 (As Applicable) Are Satisfied.	OK	OK			
ii	Free Of Any Infestation. Galley Equipment Clean. Floor Tiles Clean/Unbroken.	OK	OK			
iii	No Blocked Drains.	OK	OK			
iv	Hot Water Supply.	OK	OK			
v	Fresh Water Bunkering/Fitting Pipe Has Closing Device And Separate Filling Hose Provided.	OK	OK			
vi	No Signs Of Pests And Vermin.	OK	OK			
vii	Potentially Hazardous Food Refrigerated In A Manner That Promotes Rapid Cooling.	OK	OK			
viii	Potentially Hazardous Food On Buffet And Other Holding Tables Maintained At Or Below 45°F (7°C).	OK	OK			
ix	Inspect Hygienic Conditions Of Food Preparation And Processing.	OK	OK			
x	Inspect Daily Menus For Wholesomeness And Fitness As Well As For Being Served In An Attractive Way.	OK	OK			
xi	Food Properly Cooked And Reheated.	OK	OK			
xii	Food Not Subject To Overflow, Back-Flow, Blocked Drain Or Other Potential Non-Sewage Contamination. No Evidence For Potential Contamination Of Food With Sewage.	OK	OK			
xiii	No Stores/Provisions Or Equipment Stored In Inappropriate Places.	OK	OK			
xiv	Adequate Food Supplies And Potable Water For Intended Voyage.	OK	OK			
xv	Personnel Handling Food And Preparing Meals Wear Clean Clothing.	OK	OK			
xvi	All Food Preparation Equipment, Utensils And Surfaces (E.G. Pots, Pans, Cutting Boards, Slicers, Worktable Tops, Etc.) And Food Storage Containers Properly Handed, Sanitized And Stored.	OK	OK			
xvii	Available Inventory Of All Provisions And Catering Stores.	OK	OK			
xviii	All Working And Eating Surfaces Cleaned, Galley Floors And Scuppers	OK	OK			

To be completed on weekly basis & filed as hard copy on onboard in Master 3.70 folder



**M. 3.70 - ACCOMODATION AND GALLEY
INSPECTION RECORD**

Date	: 10/08/2018
Page	: 3 of 5
Made by	: QHSE
Approved by	: MD
Rev. No	: 0

	Disinfected, Extraction Hoods, Filters, Trunks And Screens Free From Condensed Grease And Fats. Grease Traps In Place And Clean. Ventilation Fans In Good Condition.					
xix	Hand Sanitizers And A Chemical Hand Sanitizing Solutions Used As Hand Dip Available In Galley Area.	OK	OK			
xx	Pesticides And Other Toxic Substances Not Available In Galley (Properly Labelled And Stored In Appropriate Places).	OK	OK			
xxi	Fire Blanket And Other Relevant Fire Extinguishing Means Available.	OK	OK			
xxii	Domestic Catering Machinery In Operable Condition Without Defects.	OK	OK			
xxiii	Linen And Laundry Equipment In Operable Condition Without Defects.	OK	OK			
1e	Refrigerator Domestic / Freezers	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	Clean, Tidy With Adequate Shelving, Accurate Thermometers And Defrosted.	OK	OK			
ii	Test Alarms.	OK	OK			
iii	Check Closing, Locking And Releasing Arrangements (Doors Opening Arrangements From The Inside).	OK	OK			
iv	Check Door Release System.	OK	OK			
v	No Leakages Of Freon.	OK	OK			
vi	Cooked Or Ready To Eat Foods And Raw Food (Seafood, Etc.) Stored In Separate Sections Of Refrigerator.	OK	OK			
vii	Bagged Or Carton Packed Meat And Fish Properly Stowed To Permit A Free Flow Of Cold Air And To Prevent The Risk Of Accidents To People.	OK	OK			
viii	Ice Produced, Stored And Handled In A Sanitary Manner.	OK	OK			
ix	Temperature Warning Systems In Refrigerators And Freezers.	OK	OK			
x	All Refrigeration, Other Than Units Used For Food Prepared In Advance, Maintained At Or Below 40°F (4°C).	OK	OK			
xi	All Foods Requiring Refrigeration, Other Than Those Prepared In Advance, Refrigerated At Or Below 40°F (4°C).	OK	OK			
1f	Dry Store Rooms	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	All Elements Of Item 1 (As Applicable) Are Satisfied.	OK	OK			
ii	Adequate Shelving Provided.	OK	OK			
iii	No Signs Of Stores Deterioration Or Pests And Vermin.	OK	OK			
iv	Doors Closing And Locking Arrangements In Order.	OK	OK			

To be completed on weekly basis & filed as hard copy on onboard in Master 3.70 folder



**M. 3.70 - ACCOMODATION AND GALLEY
INSPECTION RECORD**

Date	: 10/08/2018
Page	: 4 of 5
Made by	: QHSE
Approved by	: MD
Rev. No	: 0

v	Dry Stores Securely Stowed.	OK	OK			
vi	No Signs Of Damage.	OK	OK			
vii	Old Supplies Stowed In The Front Of Selves.	OK	OK			
viii	Flour Turned Monthly.	OK	OK			
ix	Stacked Sacks Enabling Effective Air Circulation.	OK	OK			
1g	Vegetable Rooms Domestic Fridge	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	All Elements Of Item 1 (As Applicable) Are Satisfied.	OK	OK			
ii	Adequate Shelving Provided.	OK	OK			
iii	Vegetables With No Signs Of Mildew And Rot.	OK	OK			
iv	Green And Root Vegetables Stored On Racks.	OK	OK			
v	No Contact With Other Foodstuffs, Cleaning.	OK	OK			
2	Air Conditioning System	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	Inspection Of Air Intake Filters, Washing Or Replacing As Necessary (Washable Filters To Be Thoroughly Rinsed In A Super-Chlorinated Solution Of 50 Ppm).	OK	OK			
ii	Inspect And Clean Sump Drains At Coolers (Evaporators) Ensuring That There Is No Spillage Or Accumulation Of Stagnant Condensate.	OK	OK			
iii	Check Equipment Used For Super-Chlorination Of Air Conditioning Unit To Be Properly Marked And Not Utilised For Any Other Purpose.	OK	OK			
3	Fresh Water Tanks And Arrangements	1st Week	2nd Week	3rd Week	4th Week	5th Week
i	Properly Marked As 'PORTABLE WATER TANK' With Date Of Last Inspection.	OK	OK			
ii	Potable Water Piping Painted Light Blue, Not Pass Under Or Through Sewage Or Other Tanks Holding Non-Potable Liquids.	OK	OK			
iii	Clean / Renew (Where Necessary) Filters.	OK	OK			
iv	Check Sterilising Equipment Working Condition According To Manufacturers' Instructions.	OK	OK			
v	Distribution System Chlorine Or Bromine Analyser And Chart Recorder In Operational Condition, Maintained And Calibrated.	OK	OK			
vi	Sample Cocks Fitted And Operate.	OK	OK			

To be completed on weekly basis & filed as hard copy on onboard in Master 3.70 folder



**M. 3.70 - ACCOMODATION AND GALLEY
INSPECTION RECORD**

Date : 10/08/2018
Page : 5 of 5

Made by : QHSE
Approved by : MD
Rev. No : 0

Safety Officer
Name/Rank/Signature **GURDAS SINGH**

Name/Signature **PANAIT MARIN**
Master

Other Ship Staff
Name/Rank **FERNANDES SILVESTRE**