United States Coast Guard



FOREIGN POLAR CODE ADDENDUM Job Aid

Name of Vessel:	Flag:				
	☐ No Change				
IMO Number:	Activity Number:				
Date Completed:	Priority:				
Location:					
Certificate of Compliance:	Certificate of Compliance:				
☐ Issued	☐ Endorsed				
Vessel Built in Compliance with SOLAS: 60 74 74/78 NA					
Port State Control Officer & Examiners					
13.					
24.					

Job Aid Polar Code Initial: Apr 2022

Use of Foreign Polar Code Job Aid

This examination book is intended to be used as a job aid by Coast Guard Port State Control Examiners (PSCEs) during examination of foreign-flagged vessel that operates in polar waters. This book contains an extensive list of possible examination items. It is not, however, the Coast Guard's intention to "examine" all items listed. As a port state responsibility, PSCEs must verify that the vessels and their crews are in substantial compliance with international conventions and applicable U.S. laws. The depth and scope of the examination must be determined by the PSCEs based on the condition of the ship, operation of its systems and the competency of the ship's crew.

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Section 1: Examination Items Certificates and Documents

1.	Examine Polar Ship Certificate and Record of Equipment		
	Verify presence	Polar Code I-A/1.3.1 Polar Code I-A/1.3.6	
	Verify validity	Polar Code I-A/1.3.2 Polar Code I-A/1.3.4	
		Polar Code I-A/1.3.6	
	Verify form	Polar Code I-A/1.3.5	
	Verify Polar Class (PC)	Polar Code I-A/1.3.3 Polar Code I-A/3.3.2	
	 Verify Polar Service Temperature (PST) 	Polar Code I-A/1.4.2	
2.	Examine seafarer credentials		
	 Verify training for polar water operations 	Polar Code I-A/12.3.1 CG-OES Policy Ltr 01-16 STCW 10 V/4, MSC.478(102)	
3.	Examine vessel's ability to retain oil/oily mixtures and/or noxious liq substances (NLS) onboard		
	 Verify entries in Oil Record Books, manuals and SOPEP/SMPEP 	Polar Code II-A/1.1.4 Polar Code II-A/2.1.2	
	 Verify International Pollution Prevention Certificate for the Carriage of NLS in Bulk or Certificate of Fitness is endorsed for polar waters 	Polar Code II-A/2.1.3	
	Verify presence	46 USC 3303 SOLAS 20 I/13	
	 Verify validity 	46 USC 3303	

Logs and Manuals

4. Examine Polar Water Operational Manual (PWOM)			al (PWOM)
		Verify presenceVerify contents	Polar Code I-A/2.3.1 Polar Code I-A/2.2 Polar Code I-A/2.3
	5.	Examine garbage documentation	
		Verify Garbage Record Book reflects operation in polar waters	Polar Code II-A/5.2.3
		Verify Garbage Management Plan reflects operation in polar waters	Polar Code II-A/5.2.3
		Bridge/Naviga	ntion .
		Bi luge/ivaviga	ation
	6.	Examine navigation equipment	ation
	6.		Polar Code I-A/9.3.2.1.1
	6.	Examine navigation equipment • Verify secondary echo-sounding	
	6.	 Examine navigation equipment Verify secondary echo-sounding device Verify means to prevent 	Polar Code I-A/9.3.2.1.1
	6.	 Examine navigation equipment Verify secondary echo-sounding device Verify means to prevent accumulation of ice on antennas 	Polar Code I-A/9.3.2.1.1 Polar Code I-A/9.3.2.1.3
	6.	 Examine navigation equipment Verify secondary echo-sounding device Verify means to prevent accumulation of ice on antennas Verify bridge wings enclosed Verify two non-magnetic means to 	Polar Code I-A/9.3.2.1.1 Polar Code I-A/9.3.2.1.3 Polar Code I-A/9.3.2.1.4.2
	6.	 Examine navigation equipment Verify secondary echo-sounding device Verify means to prevent accumulation of ice on antennas Verify bridge wings enclosed Verify two non-magnetic means to determine and display heading Verify GNSS compass or 	Polar Code I-A/9.3.2.1.1 Polar Code I-A/9.3.2.1.3 Polar Code I-A/9.3.2.1.4.2 Polar Code I-A/9.3.2.2.1

7.	Examine communications equipment	
	Verify sound signaling system	Polar Code I-A/10.3.1.2
	 Verify two-way voice and data communication with a Telemedical Assistance Service (TMAS) 	Polar Code I-A/10.3.1.4
	 Verify rescue boats and lifeboats fitted with equipment for transmitting ship to shore, location, and transmitting & receiving on- scene communications 	Polar Code I-A/10.3.2.1
	 Verify all other survival craft fitted with equipment for transmitting location and on-scene communications 	Polar Code I-A/10.3.2.2
	Lifesaving Equipn	nent
8.	Examine escape routes and evacuation	appliances
	 Verify means to remove or prevent ice and snow accretion from escape routes, muster stations, embarkation areas, survival craft, launching appliances and access to survival craft 	Polar Code I-A/8.3.1.1
	 Verify escape routes and embarkation arrangements do not hinder persons wearing polar clothing 	Polar Code I-A/8.3.1.2 Polar Code I-A/8.3.1.3
	 Verify means of evacuating persons when operating in ice- covered waters 	Polar Code I-A/8.3.2.1
9.	Examine survival equipment	
	Verify immersion suits	Polar Code I-A/8.3.3.1
	 Verify searchlights installed on lifeboats 	Polar Code I-A/8.3.3.2
	 Verify lifeboats partially or totally enclosed 	Polar Code I-A/8.3.3.3.1
	 Verify personal and group survival equipment 	Polar Code I-A/8.3.3.3.2
	 Verify ice/land abandonment equipment 	Polar Code I-A/8.3.3.3.3
	 Verify emergency rations 	Polar Code I-A/8.3.3.4
	2	

Firefighting Equipment

10. Ex	camine fire safety systems and applian	ices
•	Verify isolating and pressure/vacuum valves are protected from ice accretion and remain accessible at all times	Polar Code I-A/7.3.1.1
•	Verify all two-way portable radio equipment is operable at the PST	Polar Code I-A/7.3.1.2
•	Verify equipment and machinery controls are arranged to avoid freezing, snow accumulation and ice accretion	Polar Code I-A/7.3.2
•	Verify firefighter's outfits are stored in warm locations	Polar Code I-A/7.3.2.3
•	Verify portable and semi-portable extinguishers in locations subject to freezing are capable of operation under the PST	Polar Code I-A/7.3.3.1
	Machinery Equi	pment
11. Ex	camine machinery installations	
•	Verify protection against ice accretion and/or snow accumulation	Polar Code I-A/6.3.1.1
•	Verify viscosity of working liquids	Polar Code I-A/6.3.1.1 Polar Code I-A/6.3.1.2 Polar Code I-A/5.3.2.1
•	Verify seawater systems prevent ingestion of ice	Polar Code I-A/6.3.1.3
•	Verify means to ensure air intake for essential machinery is maintained within manufacturer's criteria	Polar Code I-A/6.3.2.2
	Topside Equip	ment
12. Ex	camine ice removal equipment	
•	Verify means for removing ice from bulwarks, rails and erections	Polar Code I-A/4.3.1.2
•	Verify means for removing ice from hatches and doors	Polar Code I-A/5.3.1

Notes:	 	