

# IDWAL



## TECHNICAL GUIDE

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Accommodation

Idwal 2022



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## Accommodation

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This section is concerned with the condition of the internal and external parts of the accommodation. This includes external ladders and walkways fitted to the accommodation. Photographs of the condition of the external areas are required as well as internal ones. Photographs of provisions lifting appliances should not be in this section but in the main deck section.

### Were accommodation spaces used for their assigned purposes?

Areas used as additional storage, gym equipment in cabins or other areas, cable ducts used as stores are all common issues. General Arrangement or Safety Plans can be used to validate if an area is being used for its assigned purpose.

### What was the condition of the flooring and wall coverings?

This should include a general oversight of the flooring and wall coverings throughout, including alleyways, common areas, sanitary, laundry and galley areas. Were wall and floor coverings seen to be stained, dirty or covered in soot? However, if defects are noted then they should be referred to specifically e.g. "the laundry flooring was seen with multiple cracked tiles".

### What was the condition of the upholstery and furniture?

Similar to the wall and floor coverings this should be a general oversight with defects noted specifically, e.g. "recreation room seating was seen to have tears to arm rests and with various broken legs which had been temporarily repaired". Attention should be paid to the quantity of items as well as the quality, e.g. are there sufficient dining room chairs?



*Temporarily repaired chairs*

### What were the general levels of housekeeping and cleanliness?

The accommodation areas should be kept clean and tidy throughout including cabins, alleyways, recreation areas, galley, laundry and sanitary facilities, particularly when they are shared. Hygiene standards should be high in all areas with evidence of regular cleaning and minimal clutter, especially in areas which are also considered emergency escape routes.

### What was the level of hygiene of the sanitary facilities?

Sanitary facilities including toilets and showers should be kept in a clean and hygienic state with evidence of regular cleaning sighted. Issues of particular note would be signs of mould or ingrained dirt to flooring, to basins, toilets and shower curtains. Signs of poor hygiene standard or issues with the sanitary facilities include an unpleasant smell. Catering crew should have a designated toilet for hygiene reasons and this should be labelled as such.

*MLC 2006 Guideline B3.1.7*

*"1. Washbasins and tub baths should be of adequate size and constructed of approved material with a smooth surface not liable to crack, flake or corrode.*

*2. All toilets should be of an approved pattern and provided with an ample flush of water or with some other suitable flushing means, such as air, which are available at all times and independently controllable.*

*3. Sanitary accommodation intended for the use of more than one person should comply with the following:*

- (a) floors should be of approved durable material, impervious to damp, and should be properly drained;*
- (b) bulkheads should be of steel or other approved material and should be watertight up to at least 23 centimetres above the level of the deck;*
- (c) the accommodation should be sufficiently lit, heated and ventilated;*
- (d) toilets should be situated convenient to, but separate from, sleeping rooms and wash rooms, without direct access from the sleeping rooms or from a passage between sleeping rooms and toilets to which there is no other access; this requirement does not apply where a toilet is located in a compartment between two sleeping rooms having a total of not more than four seafarers; and*
- (e) where there is more than one toilet in a compartment, they should be sufficiently screened to ensure privacy."*

### Was all laundry equipment in good working order?

These should be maintained in good working order and free of temporary repair. If this is not immediately apparent then the information can be ascertained by asking crew members if there are any issues. If any machinery is found to be defective then information should be obtained regarding the issue and a timeframe for repair.

*MLC 2006 Guideline B3.1.7 "The laundry facilities provided for seafarers' use should include:*

- (a) washing machines;*
- (b) drying machines or adequately heated and ventilated drying rooms; and*
- (c) irons and ironing boards or their equivalent. appropriately situated and furnished laundry facilities shall be available."*



### Was the Hospital well equipped and ready for use?

The hospital should be clean and organised with all equipment ready for use. The bed should be made with Resuscitator nearby. The bathroom and shower should be clean and accessible. There should be no indication that the hospital is being used as a store room or additional cabin.

MLC 2006 Standard A3.1 *"With respect to requirements for hospital accommodation, ships carrying 15 or more seafarers and engaged in a voyage of more than three days' duration shall provide separate hospital accommodation to be used exclusively for medical purposes; the competent authority may relax this requirement for ships engaged in coastal trade; in approving on-board hospital accommodation, the competent authority shall ensure that the accommodation will, in all weathers, be easy of access, provide comfortable housing for the occupants and be conducive to their receiving prompt and proper attention."*



*Neat and well-equipped Hospital*

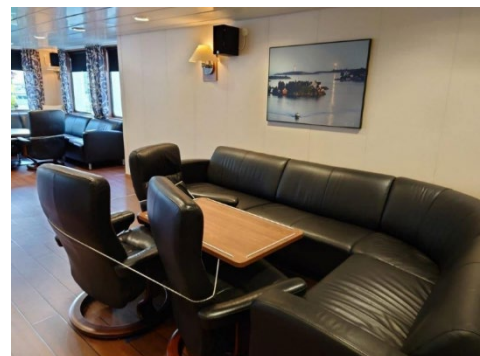
### Were the drugs and controlled substance seen to be locked away and the associated log kept up to date?

Ensure that the cabinet for storing the substances is locked with restricted access. Ask for the Master to open the cabinet for the purposes of inspection and sight the log to comment as to whether it appears up to date.

### What was the quality of accommodation outfitting?

#### High Quality of outfitting

Numerous good quality decorative items are seen, as seen in the picture opposite. Personal and communal storage spaces in cabinets and draws are ample. Soft furnishing are of good quality (eg. leather) and in good repair. Some spaces such as cabins might be carpeted. Pictured: A well-appointed mess room typical of the modern offshore vessel.



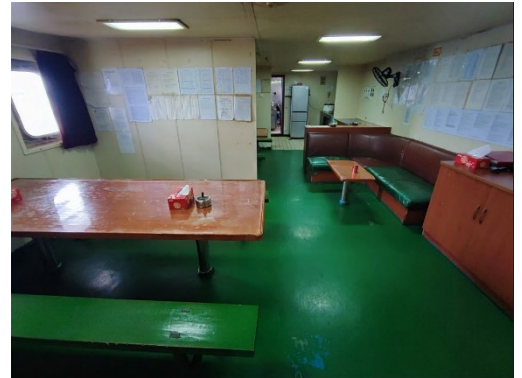
#### Average Quality of outfitting

An average standard of outfitting is seen. Cabins should have sofas, desks and wardrobes. Pictured: A mess room typical of a modern standard panamax bulk carrier.



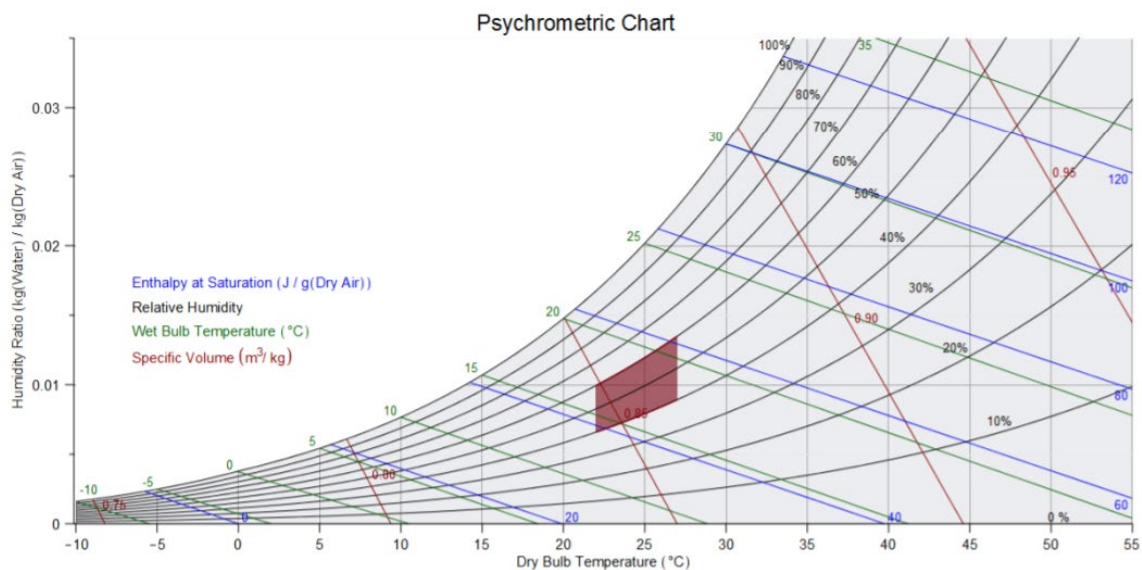
### Poor Quality of outfitting

A fair amount of damage might be present. Benches without backs are seen instead of dining room chairs and sofas in cabins. The accommodation lacks items such as curtains and decks are painted instead of covered. Pictured: A poorly outfitted mess room of a small chemical tanker.



### Did the Air Handling Unit (AHU) maintain a comfortable temperature?

The internal spaces should be at a comfortable temperature not unduly warm or too cold. Humans are generally comfortable between temperatures of 22°C and 27°C and a relative humidity of between 40% and 60% as indicated by the Human Comfort Zone in the below Psychrometric Chart.



If the external doors are open during the inspection this may indicate an issue, or prevent the AHU maintaining a temperature. Efforts should be made to ascertain from the crew if a comfortable temperature is maintained.

**What was the condition of the AHU?**

Visually inspect the AHU and look for leaks, corrosion, condition of lagging and pipework. Refrigeration equipment for the AHU should be in good visual condition, free of leaks and corrosion. Refrigerant bottles should not be permanently connected to the system and should be stored in approved locations and racks.



*Poorly maintained and corroded Air Handling Unit (AHU)*

**What was the level of cleanliness in the galley?**

Is the area clean and sanitary and appear to be an appropriate area for the preparation of food? The equipment should be checked for cleanliness, including the sides and underside. Attention might be paid to food storage outside of cold stores, expiration dates and markings, and potential cross contamination. Generally large amounts of items such as dish clothes and tea towels should not be seen to be left on surfaces for reuse but washed frequently. The floor should be cleaned at least daily and accidental spillages removed immediately. The cleanliness of the galley can be considered as follows:

**Very clean**

Above the standard expected of a catering facility.

**Clean**

It is evident that normal galley routines are carried out to a good standard.

**Slightly dirty**

Perhaps the floor is a little dirty or some grease is seen down the sides of units.

**Dirty**

Area seen to be below acceptable standards and would be apparent from the outset. Selecting "dirty" will require a description of the issue in a free text box. Photographs should be provided to support this claim.

**Was all galley equipment operational?**

List any piece of equipment that is obviously out of order but also ask crew members who work in the area if there are any further issues with equipment. If so, try to establish if a replacement piece of equipment or repair has been organised. Any temporary repairs should be noted, as these have potential to cause injury.



### What was the general condition of galley equipment?

Pay attention to the cosmetic condition of equipment. What is the general cleanliness, does it appear to be well maintained, are there any broken components, etc. Any issues concerning the safe operation of the equipment, including temporary repairs and its suitability for use in a seaway should be raised. The hand washing sink should be clearly marked and not used for any other purpose. Thought also should be given to knives and other handheld equipment, e.g. are there enough good quality knives? Is all required PPE such as cut resistant gloves provided?

### Were the insides of Galley hoods clean?

Inspect the galley hoods and extraction covers for signs of regular cleaning or neglect. Any build-up of grease or fatty deposits can be a fire hazard which should be reported and accompanied by a relevant photograph.



*Build-up of grease creating a potential fire hazard*

### What type of cold provisions stores does the vessel have?

What is the primary method of cold storage? Does the vessel have 'standalone' domestic style freezers such as under counter or chest freezers or is the vessel equipped with walk-in stores and cold rooms that are likely serviced from a centralised refrigeration plant?



*Standalone freezer stores, commonly vessels fitted with these freezers also have a walk in fridge room.*



*Walk in cold room, note the blue matting to keep food off the deck.*

**Were provisions stores well organised with no provisions stored directly on the deck?**

Ensure to inspect all store rooms and comment on whether they appear to be well kept with provisions arranged in a meaningful manner i.e. stacked neatly, in rows, in boxes, rotated by expiration date etc. Note, the use of pallets is often utilised to avoid storing provisions directly on deck but it should be made from a non-absorbent material and not wood. Please also include a photograph of each store.

**Were provisions stores clean and hygienic?**

Are stores well segregated? e.g. is cooked meat kept above raw meat or in a way to avoid cross contamination? Comment on the overall presentation of the storerooms. For example, is there evidence of regular cleaning in often neglected areas such as the underside of shelving and in corners? Is there staining or residues left from current or historic leakages and spills?

**Were provisions stores at the required temperatures?**

Temperature control is important in the prevention of bacterial food poisoning. Safe temperatures for cold stores are generally considered to be 5°C or colder for chilled spaces and minus (-)18°C or colder for freezing spaces. However, a slight deviation by 1° or 2° is considered unlikely to affect food safety and is often seen as a result of the cold room door being opened. If the stores are at higher temperatures, any information about repairs or issues should be obtained from the crew. Photographic evidence of the temperatures should be provided and taken prior to entering any cold rooms.

**Were provision stores temperatures recorded and records kept nearby?**

Usually a log of the temperatures is kept nearby the store rooms or by the remote temperature indications. Comment as to whether these are up to date and logged at intervals set out in the SMS and at least daily. If one is not sighted, ask to see it as it may have been temporarily lost. This will also give you an indication of any trends such as increasing temperatures or whether the current temperatures are typical of those stores.

**Were provisions machinery, pipework and door seals free of frosting and deterioration?**

Inspect as many of these areas as possible. Common places of excessive ice build up are often expansion valves (a small amount is to be expected), poorly insulated sections of pipework, ineffective door seals and evaporators located in the cold rooms themselves.



*Excessive ice accumulation to pipework and evaporator*

**Were lock-in alarms or handles in good working condition?**

These should be tested regularly so this can likely be ascertained through the Planned Maintenance System or asking crew if there are any issues. A visual inspection and test should also be conducted.

**Was the external Superstructure / Accommodation Block found to be free from damages?**

This question is referring to any areas of deformation, damage or potential cracks. Cracks are commonly seen from the corners of the windows, sometime extending into the steelwork of the superstructure. Any areas of damage or deformation to any fittings should also be reported in this section.

**Were accommodation external doors found to be in good condition and providing an adequate seal?**

Comment on the condition of the external doors by mentioning issues such as damage, corrosion, wastage or indentations to doors and whether they are able to be closed fully. Closing mechanisms should move freely and be regularly maintained. Common structural issues to the doors include being warped, misaligned or deformed.

**What was the level of external accommodation superstructure coating breakdown and corrosion?**

Common areas of coating breakdown may be at openings such as portholes and at weld seams. Consideration should be given to the difficulty in maintaining these areas as well as the actual amount of corrosion and how much is just subsequent corrosion staining.



*Up to approximately 5% scattered corrosion, mainly at weld seams with subsequent corrosion staining*

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Comment on the condition of the external doors by mentioning issues such as damage, corrosion, wastage or indentations to doors and whether they are able to be closed fully. Closing mechanisms should move freely and be regularly maintained. Common structural issues to the doors include being warped, misaligned or deformed.

**What was the general condition of external superstructure fittings?**

Report issues such as instances of damage, defects or excessive corrosion to items such as railings, external lighting, loudspeakers and fire dampers. Any opening port holes should be weathertight.

**What is the average contract length for crew members?**

This data can be gathered from either discussion with the crew or taken directly for the Seafarers Employment Agreements (SEA).

If the data is being taken from the SEA then please do not include any reference to +/- months, e.g. if crew started 8 months +/- 1 month then figure to input would be 8 months.

Please also take an average figure if some officers or crew are on different length contracts, e.g. Master on 2 month contract and 3rd Mate on 4 month contract, average would be 3 months.

**Was Wi-Fi provided on-board?**

This can be gathered from discussion with the crew as well as verified by sighting the Wi-Fi routers around the accommodation. If the internet is paid for then please take note of the costs were possible and add them to the 'Surveyor' comments box.

**What is the approximate average internet speed?**

This will need to be verified from discussion with the crew. Please try to speak to at least 2 or 3 crew members (Officers and Crew) to get a clear idea of the average speed of the internet. You can also ask a crew member to conduct a speed test on a device or were possible log into the Wi-Fi yourself and conduct a speed test. For reference the below is a free to access and easy to use internet speed checker:

[Speedtest by Ookla - The Global Broadband Speed Test](#)

**Is access provided to catering facilities or food at all times?**

This can be access to a fridge stocked with a selection of food for both the officers and crew to access 24 hours a day to ensure the crew working on night watches can access food outside the normal galley operating hours.

**What Public Recreation equipment did the crew have access to?**

Please select any of the listed items that are fitted to the vessel. Should an item be fitted but not usable then please still record it.

**What was the quality of crew recreation facilities?**

This is referring to the quality of the equipment listed above. Please make sure to include as much detail as possible should any items be deemed as Fair or Poor.

**Are crew given time and resources to celebrate religious or cultural events (i.e. Christmas, Independence days etc.)?**

This can be obtained by discussion with the crew but please make sure to ask a selection of crew members to ensure an accurate answer is recorded.

**Does the vessel have any onboard training facilities?**

This can be verified from discussion with the crew as well as visually sighting any relevant electronic training system. Please make sure to take a clear photo of any system were appropriate.

**Is there a crew suggestion policy in place?**

This may be clearly referenced on posters that should be posted and easily accessible to all crew members, though it may be on a computer system instead. Please make sure to verify this with the crew and view the relevant system in place.

**Does the crew have access to a bonded store?**

This can be verified by discussion with the crew as well as sighted during your inspection of the accommodation. Please note that depending on vessel size this may not be a dedicated store, but could instead in a small cupboard or items kept in a senior officer's cabin, so please make sure to ask the crew to confirm the exact arrangement. While it may not be possible to access the store, please try to take photos to verify. Well stocked indicates that there is a wide variety of items available to all crew members while minimal stock indicates that there is a limited selection of items available. This is not referring to the number of items in the store at the time of inspection but instead how big a variety of items are usually available.

**Are the crew given additional periods of rest throughout the working week (e.g Sunday off)?**

This can be obtained by discussion with the crew but please make sure to ask a selection of crew members to ensure an accurate answer is recorded. Any reported periods of time off can also be verified through the hours of work and rest records.