

	NATIONAL SHIPPING ADJUSTERS INC.	I-NASHA-35
	QUALITY SYSTEM INSTRUCTIVE	Revision 00
		01/08/2021

INSTRUCTIVE FOR THE REVIEW AND APPROVAL FIRE AND SAFETY
CONTROL PLAN

	POSITION	DATE	SIGNATURE
PREPARED BY			
REVISED BY			
APPROVED BY			

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1.0 TITLE

INSTRUCTIVE FOR THE REVIEW AND APPROVAL FIRE AND SAFETY CONTROL PLAN

2.0 OBJECTIVE

To establish an appropriate mechanism to accomplish and control systematically the surveys and completion of the corresponding reports and certificates.

3.0 RESPONSIBILITY

- 3.1** It is responsibility of the personnel of Technical Department to assure that all procedures contained in this instructive are fulfilled for the surveys and issuance of respective certificate.
- 3.2** It is responsibility of the personnel of Technical Department to support in the monitoring for the compliance of the mechanisms for the surveys and issuance of the technical certificate.
- 3.3** It is responsibility of the surveyors to comply with the procedure contained in this instructive when carrying out the surveys for the technical certificate.

4.0 DEFINITIONS

- 4.1** **NASHA:** National Shipping Adjusters, Inc. is a Maritime Organization authorized to carry out surveys and Certification on behalf of Maritime Administration of Flag State. In some cases also it identify as a Recognized Organization (RO) or Recognized Security Organization (RSO).
- 4.2** **Classification Rules:** They are referred to those issued by a classification society with which NASHA has signed contractual agreement for sharing such rules in ship surveys and certification activities.
- 4.3** **Stand by,** to be waiting and ready to do something.
- 4.4** **IMO,** International Maritime Organization: It is a specialized agency of the United Nations devoted to maritime matters.
- 4.5** **“Anti-Fouling System”,** (AFS) means coating, paint, surface treatment, surface, or device that issued on a ship to control or prevent attachment of unwanted organisms.
- 4.6** **“International Voyage”** means a voyage by a ship entitled to fly the flag of one State To or from a port, shipyard, or offshore terminal under the jurisdiction of another State.
- 4.7** **Maritime Administration:** is the authority responsible to regulate all aspects related to the marine requirements of the flag.
- 4.8** **National Regulations:** are those established by each Maritime Administration to implement IMO Regulations or to adopt standards not envisaged in International Conventions.

5.0 ACTIVITIES

5.1 GENERAL

Review documentation provided by NASHA Technical Staff as:

- Patent
- Pre-certification
- Inspector's Pate Checklist

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- Respective naval documentation (plans, manuals and respective books)

Below is the information provided by NASHA's technical staff; where the information needed to perform the review in the correct manner is shown.

Check the consistency of all the information in all the respective documents corresponding to the type of certificate.

5.2 RULES APPLIED WHEN REVIEWING OR MAKING A NAVAL PLAN

- ISO 128-20:1996 (Technical drawings)
- COMDTINST M9000.6 (USCG Naval Engineering Manual, Chapter 085)
- ANSI/ASME Y14.2-2005 (Line Conventions and Lettering)
- ANSI/ASME Y14.5-2009 (Dimensions and Tolerancing)
- ANSI/ASME Y14.35M (Revision of Engineering Drawings and Associated Documents)
- MIL-STD-25 (Ship Structural Symbols for Use on Ship Drawings (See Note))
Note: Ship drawings shall comply with MIL-STD-25 except that steel symbol designations may conform to the current American Institute of Steel Construction (AISC) "Manual of Steel Construction."
- Resolutions A.654 (16)
- Resolutions A. 952 (23)
- SOLAS 74, Chapter II-2, Regulation 15.2.4
- FSS code – Fire Safety Systems – Resolution MSC. 98 (73)

5.3 VERIFICATION OF THE PLAN



Points to check (Drawing):

- Verify the generalities of the ship which can be obtained from the checklist filled out by the inspector with the respective competence (length, beam, prop, etc.)
- Consistency of the views (consistency of the view from above, with lashings)
- Verify the length and location of the different accommodations which have to be congruent with those established in the certificate.

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- Scale of the plan.
- Type of load, accommodations, superstructure, bulkheads, forecastle, engine room.
- Format of the plan which has to be in accordance with the norms mentioned in point 2 (Applied norms when revising or making a naval plan)
- Last revision of the corresponding plan.
- Verify if there are no structural modifications, which are not reflected in it, which will be taken from the checklist provided by the inspector with the relevant competence.

Points to check (against fire):

- Verify that the location of the tanks (position according to the bulkheads)
- Verify that the plan is under Resolutions A.654 (16)
- Verify that the plan is under Resolutions A. 952 (23)
- Verify that the plane is under SOLAS 74, Chapter II-2, Regulation 15.2.4
- Verify that the plane is under the FSS code - Fire Safety Systems - Resolution MSC. 98 (73)
- Check the location, and quantities of the equipment on the fire plan.

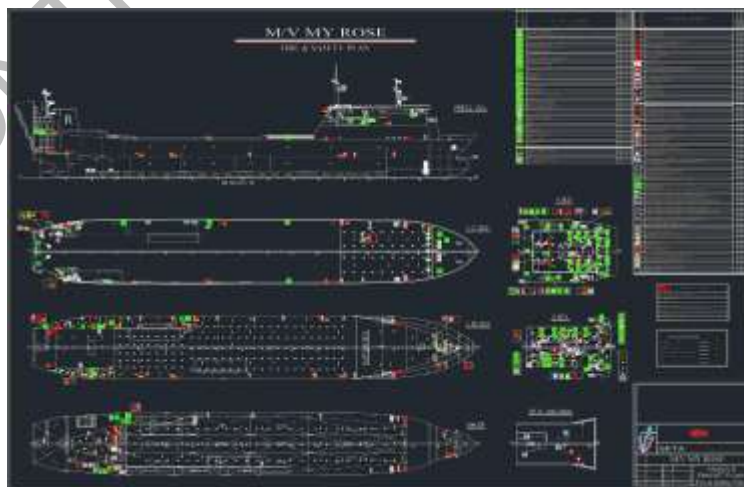
5.4 Verification

The following steps are stipulated when verifying the tonnage calculations of a vessel, in order to verify its accuracy.

- **Step #1**

Export the PDF drawing (supplied by the shipowner) to the AutoCad program, which will allow us to take the measurements more accurately and quickly.

After exporting the plan, it must be scaled according to the generality of the ship.



At the moment of scaling the corresponding plane it will allow us to measure in a more precise way the generalities highlighted in point 4 (Verification of the plane), a very relevant characteristic of this tool is its speed and pressure because it allows us to have the exact dimensions of the plane which have to be in accordance with the reality of the boat.

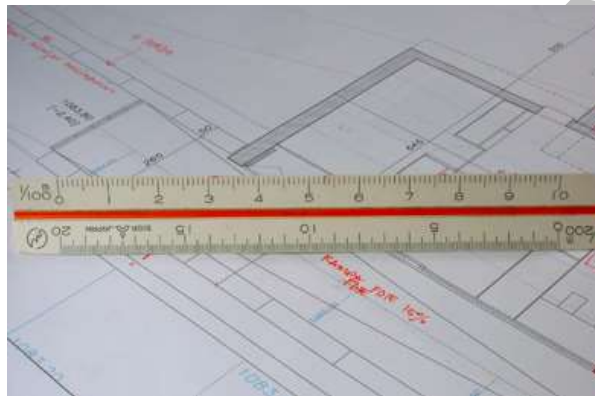
Note: This step is the first one that must be done when verifying a naval document (tonnage, load line, stability book, capacity plan, fire plan).

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- **Step #2**
Check the quantities, symbols, requirements according to the following resolutions: Resolutions A.654 (16), Resolutions A. 952 (23), SOLAS 74, Chapter II-2, Regulation 15.2.4, FSS Code - Fire Safety Systems - Resolution MSC. 98 (73); in order that the system implemented is suitable for the type of ship and activity it performs.

5.5 MANUAL PLAN CHECK

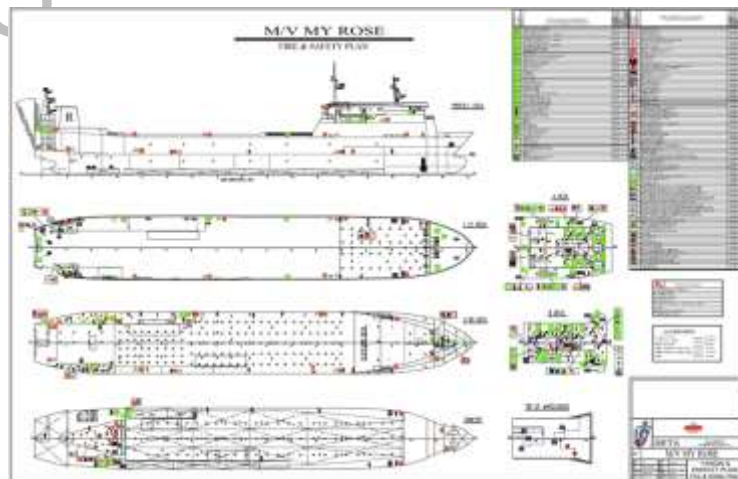
In case the competent staff has no knowledge of the computer tools, they have the option to carry out the revision manually. For this you will need the help of a scale, which will allow us to approximate the measurements to reality, in this case you have to use special use of the ANSI/ASME Y14.5-2009 standard (Dimensions and Tolerancing).



5.6 ANNEXES

The following tables and formats are relevant to verifying a general arrangement plan, which will assist NASHA Technical staff in performing this activity.

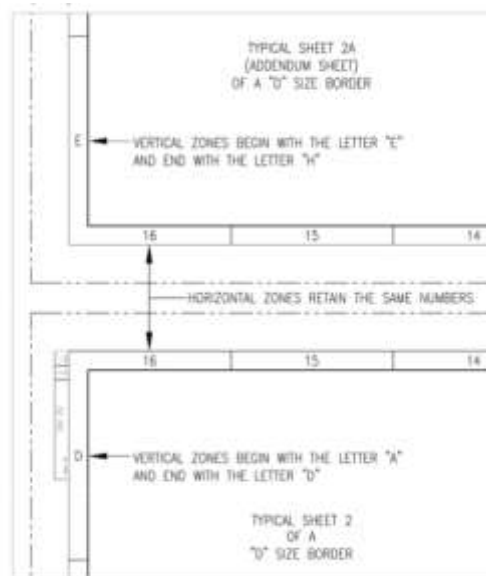
Note: This manual may be a first impression of how to perform a plan review, but much depends on the skill of the respective technical staff.



Presentation format of a fire and safety plan

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Drawing area requirements



1. All drawing sheets, except size A and B drawings, must include vertical (alphabetical) and horizontal (numerical) areas for reference purposes.

- The alphabetical (vertical) letters shall begin with "A" with the exception that the appendix sheets shall have alphabetical (vertical) zone designators which shall continue with the lettering scheme of the sheet inserted next (e.g. if sheet 2 of a size D border is divided into 9-A to 16-D zones, then sheet 2A shall be divided into 9-E to 16-H zones).
- Numerical (horizontal) entries will begin with "1" in the lower right-hand corner of the first sheet and continue with consecutive numbering throughout the drawing (e.g. in an H panel drawing size 8, sheet one will begin with 1 and move to 8, sheet two 9 to 16, sheet three 17 to 24, etc.).

Mandatory and conditional blocks or tables

COMMAND OR CONTRACTOR BLOCK (SEE FIGURE 4)	UNITED STATES COAST GUARD		WASHINGTON, D.C. 20593	
	OFFICE OF NAVAL ENGINEERING			
	LENGTH		CLASS	
	TOP DWG TITLE CENTER DWG TITLE SUB-TITLE_LINE-3 SUB-TITLE_LINE-4			
U.S.C.G. APPROVAL	APPRL DATE	SIZE	FSCM CASE NO	U.S.C.G. DRAWING NO.
APPRL SIG /s/		D	81340	DRAWING NO.
APPRL AUTH		SCALE: DWG SCALE	6.00 50 FT	SHEET 1 OF 134#

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1. Mandatory blocks or tables can be found in the drawing edge templates

- Coast Guard Title Block
- Drawing number block
- Class Approval Block
- Command or contractor block
- Scientific technical information block
- Revision History Table
- Applicability table
- Leaf revision status table
- Table of Special Annotations
- Weight control table
- Reference plane table

The linear reduction scaling block is mandatory for every graphic window with scalable geometry. Only one scale is required for a sheet containing multiple graphic windows with the same scale. The block is not required for geometry drawn on a 1:1 scale.

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Resolutions A.654 (16)

RESOLUTION A.654(16) adopted on 19 October 1989
GRAPHICAL SYMBOLS FOR FIRE CONTROL PLANS

INTERNATIONAL MARITIME
ORGANIZATION



A 16/Res.654
20 November 1989
Original: ENGLISH

ASSEMBLY - 16th session
Agenda item 10

IMO

RESOLUTION A.654(16)

adopted on 19 October 1989

GRAPHICAL SYMBOLS FOR FIRE CONTROL PLANS

THE ASSEMBLY,

RECALLING Article 15(j) of the Convention on the International Maritime Organization concerning the functions of the Assembly in relation to regulations and guidelines concerning maritime safety,

BEARING IN MIND that regulation II-2/20 of the International Convention for the Safety of Life at Sea, 1974, as amended, prescribes that fire control plans shall be permanently exhibited for the guidance of the ship's officers and that a duplicate set of fire control plans or a booklet containing such plans shall be permanently stored outside the deckhouse for the assistance of shoreside fire-fighting personnel,

RECOGNIZING that the use of universally understood symbols would greatly increase the usefulness of fire control plans, both for the crew of the ship and for shore-based fire brigades,

HAVING CONSIDERED the recommendation made by the Maritime Safety Committee at its fifty-seventh session,

1. ADOPTS the symbols for use in accordance with regulation II-2/20 of the 1974 SOLAS Convention, as amended, set out in the Annex to the present resolution;

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RESOLUTION A.854(16) adopted on 19 October 1989
GRAPHICAL SYMBOLS FOR FIRE CONTROL PLANS

A 16/Res.654

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2. URGES Member Governments to draw the symbols to the attention of ships' personnel and shore-based fire-fighting personnel with a view to encouraging their future adoption for use on board all ships;

3. REQUESTS the Maritime Safety Committee to keep this resolution under review and to report as necessary to the Assembly.

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Resolutions A. 952 (23)

INTERNATIONAL MARITIME ORGANIZATION



IMO

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ASSEMBLY
23rd session
Agenda item 17

A 23/Res.952
25 February 2004
Original: ENGLISH

Resolution A.952(23)

**Adopted on 5 December 2003
(Agenda item 17)**

GRAPHICAL SYMBOLS FOR SHIPBOARD FIRE CONTROL PLANS

THE ASSEMBLY,

RECALLING Article 15(i) of the Convention on the International Maritime Organization concerning the functions of the Assembly in relation to regulations and guidelines concerning maritime safety,

BEARING IN MIND that regulation II-2/15.2.4 of the International Convention for the Safety of Life at Sea (SOLAS), 1974, as amended, requires that fire control plans be permanently exhibited for the guidance of the ship's officers and that a duplicate set of fire control plans or a booklet containing such plans be permanently stored in a prominently marked weathertight enclosure outside the deckhouse for the assistance of shore-side fire-fighting personnel,

RECOGNIZING that the use of international symbols for shipboard fire control plans would greatly increase their usefulness, both for the crew of the ship and for shore-based fire brigades,

RECALLING ALSO resolution A.654(16) on Graphical symbols for fire control plans,

NOTING that ISO had, in close co-operation with IMO, developed standard ISO 17631:2002 – Ships and marine technology – Shipboard plans for fire protection, life-saving appliances and means of escape, providing fire protection symbols which generally conform to the corresponding symbols set out in resolution A.654(16),

NOTING IN PARTICULAR that, through MSC/Circ.1050, Member Governments had been invited to bring standard ISO 17631:2002 to the attention of shipbuilders, shipowners, shipoperators, shipmasters, shore-based fire-fighting personnel and other parties concerned with the preparation or use of shipboard fire control plans, so that they might use it, on a voluntary basis, for the preparation or use of the shipboard fire control plans required by SOLAS regulation II-2/15.2.4, pending the outcome of the work related to the revision of resolution A.654(16),

For reasons of economy, this document is printed in a limited number. Delegates are kindly asked to bring their copies to meetings and not to request additional copies.

I:\ASSEMBLY\23\RES\952.DOC

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A 23/Res.952

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HAVING CONSIDERED the recommendation made by the Maritime Safety Committee at its seventy-seventh session,

1. **ADOPTS** the Graphical symbols for shipboard fire control plans, set out in the Annex to the present resolution;
2. **URGES** Governments to bring the aforementioned graphical symbols to the attention of shipbuilders, shipowners, shipoperators, shipmasters, shore-based fire-fighting personnel and other parties concerned with the preparation or use of shipboard fire control plans with a view to encouraging their use for the preparation of the shipboard fire control plans required by SOLAS regulation II-2/15.2.4, for ships constructed on or after 1 January 2004;
3. **INVITES** Governments to bring standard ISO 17631:2002 to the attention of shipbuilders, shipowners, shipoperators and shipmasters so that they may use the additional guidance contained therein for the preparation of shipboard fire control plans;
4. **AGREES** that ships constructed before 1 January 2004 may continue to carry fire control plans that use the graphical symbols contained in resolution A.654(16);
5. **REQUESTS** the Maritime Safety Committee to keep this resolution under review and to amend it as necessary.

CONTINUED

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Panama Maritime Authority (Merchant Marine Circular MMC-277)



PANAMA MARITIME AUTHORITY
MERCHANT MARINE CIRCULAR MMC-277

PanCanal Building
Albrook, Panama City
Republic of Panama
Tel: (507) 501-5355
jortega@segumar.com

To: Ship-owners/Operators, Legal Representatives of Panamanian Flagged Vessels, Panamanian Merchant Marine Consulates and Recognized Organizations (RO's).

Subject: Fire Control Plan graphical symbols

Reference: a. Resolution A.654 (16) or A.952 (23)

1 Purpose

The purpose of this Circular is to inform the Ship-owners/operators, legal representatives of Panamanian Flagged Vessels, Panama Merchant Marine Consulates and Recognized Organization regarding the use on board of Graphical symbols on Fire Control Plan.

Resolution A.654 (16) of 19 October 1989 adopt the symbols to be used on Fire Control Plans, but also the Resolution A.952 (23) of 5 December 2003 adopts the Graphical symbols for shipboard fire control plans, required by SOLAS regulation II-2/15.2.4 for ships constructed on or after 1 January 2004, furthermore through this Resolution (A.952(23)) IMO Assembly agrees that ships constructed before 1 January 2004 may continue to carry fire control plans that use the graphical symbols contained in Resolution A.654(16).

2 Use of Graphical Symbols

Considering that according to SOLAS Convention Chapter II-2 regulation 15.2.4, Resolution A.654 (16) or A.952 (23) is referred as footnote.

Based on the abovementioned this Administration recommends that IMO Resolution A.952 (23) symbols will be incorporated if it becomes necessary for any reason to reissue a vessel's Fire Control Plan especially on vessels the keels of which are laid on or after 1 January 2004.

During the plan review process, Classification Societies or Recognized Organizations should verify compliance with Resolution A.952 (23).

June, 2013

Inquiries concerning the subject of this Circular or any request should be directed to:
SEGUMAR-Panama
Directorate General of Merchant Marine
Panama Maritime Authority
Phone: (507) 501-5348 / 5350
Fax: (507) 501-5363 / 5364
E-mail: jortega@segumar.com
deputychief@segumar.com

Prepared by: <i>Translator</i>	Revised by: <i>Compliance and Enforcement Deputy Chief</i>	Approved by: <i>Compliance and Enforcement Chief</i>
Control N°: <i>F-RIN-04-01</i>	Version: <i>05</i> Date: <i>21 January, 2013</i>	Page 1 of 1

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5.7 PROCEDURE FOR FINAL APPROVAL OF PLANS

- 5.7.1 Coordinate with technical department for the issue of permanent certificate of approval for plans, manuals and booklets that demonstrate compliance with applicable IMO guidelines and national requirements. The head office to preparer the final certificate approval and stamping the first page of manual.

6.0 RECORD OF INFORMATION

- 6.1 Request of Survey
- 6.2 Quotation
- 6.3 Approval
- 6.4 Authorization for survey
- 6.5 Original copy Fire and Safety Control Plan

7.0 CRITERIA FOR EVALUATION

The Control of Documentation form will be used to verify and evaluate the procedures and stages that have been executed pursuant to the established requirements.

7.1 ACCORDANT PROCEDURE

When the survey and Certification procedure has been fulfilled completely, the Control of Documentation form will be filled together with all the respective documentation in the vessel file.

7.2 NOT ACCORDANT PROCEDURE

When the survey and Certification procedure does not fulfill some of the demanded requirements, the documentation that has been received and the Control of Documentation form, will be maintained on standby until requirements are fulfill, according to the Review Procedure, Full Term Certificate and Endorsement P-RS-02.

8.0 RELATED DOCUMENTATION

- 8.1 P-RS-01 Procedure for the Survey and Interim Certification
- 8.2 P-RS-02 Review Procedure, Full Term Certificate and Endorsement
- 8.3 P-RS-03 Procedure for Cases of Ships with Deficiencies
- 8.4 Documents of External Support (IMO, ILO, Administrations)

9.0 REFERENCE

- 9.1 P-RS-01 Procedure for the Survey and Interim Certification
- 9.2 P-RS-02 Review Procedure, Full Term Certificate and Endorsement
- 9.3 P-RS-03 Procedure for Cases of Ships with Deficiencies