

(Ordinance on Accommodation in Maritime Shipping)

#### I. General

Ship	Name:	IMO:	GT:		Type of ship:	
	Number of crew members:	Range of trade:		Date on which	keel was laid:	
Checklist	Prepared on:	Prepared by:				
List of plans ar	nd drawings used for the verification					

### II. Requirements

	See-	Requirements in accordance with		Fulfilled	b		
No. Unter- kunftsV	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
1-00		ACCOMMODATION SPACES					
		Bulkheads, ceilings, floors					
1-01	§ 7 Cl. 1	The headroom in the accommodation is not less than 2.03 m.					
1-02	§ 7 Cl. 1	The BG Verkehr may permit some limited reduction in headroom. Is an exemption available and is the headroom in compliance with the permitted reduction?					
1-03	§ 7 Cl. 2	External bulkheads and bulkheads of cargo and machinery spaces, store- rooms, drying rooms, galleys and communal sanitary areas in the direction of sleeping rooms are constructed of steel or an other approved material and are watertight and gas-tight. Inner bulkheads and ceilings of accommo- dation spaces (except galleys and toilets) are paneled.					
1-04	§ 7 Cl. 3	Open decks above the accommodation spaces are provided with a covering of wood or equivalent material, and fitted with footfall sound insulation where the accommodation spaces are used for the permanent occupation of crew members.					
1-05	§ 7 Cl. 4	Floors, bulkheads and ceilings are without sharp edges and can easily be cleaned. Floors are slip-resistant and moisture repellent. Bulkheads and ceilings are light in colour and waterproof.					
1-06	§ 7 Cl. 5	The transition between floor coverings and panels of bulkheads are provided with profiles.					
		Insulation					
1-07	§ 8	Accommodation spaces are insulated against cold and heat from outside or from adjacent spaces.					
1-08	§ 8	Technical installations which may affect the temperature in accommodation spaces are insulated.					
		Safeguards against vermin					
1-09	§ 9 Cl. 1	Accommodation spaces and store rooms are protected against the entry of vermin.					
1-10	§ 9 Cl. 2	<ul> <li>On ships engaged in areas in which vermin may transmit tropical diseases:</li> <li>a suitable insect screen is placed in front of windows, ventilation openings and outer doors</li> <li>Efficient insect filters shall be placed in front of the supply air inlet openings of ventilation systems</li> </ul>					
		Lighting					
1-11	§ 10 Cl. 1	Sleeping rooms and day rooms as well as mess rooms and other recreation rooms are adequately lit by natural light. <u>Does not apply to passenger ships</u> and special purpose ships if the location of rooms below the load line is permitted by BG Verkehr.					
1-12	§ 10 Cl. 2	Accommodation spaces and provision rooms are provided with electrical equipment to ensure adequate lighting of the rooms.					



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No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
1-13	§ 10 Cl. 3	Accommodation spaces are provided with emergency lighting. <u>Does not</u> apply if two independent sources of electricity for lighting are available.					
		Air pollution control, ventilation systems					
1-14	§ 11 Cl. 1 (does not apply to ships < 200 GT)	Accommodation spaces are so arranged and equipped that they are pro- tected against air pollution from other parts of the ship; in particular engine exhaust gases, exhaust air from tanks, galleys, medical rooms and sanitary facilities.					
1-15	§ 11 CI. 2 (does not apply to ships < 200 GT)	Accommodation spaces are equipped with ventilation systems (Air condi- tioning plant or mechanical ventilation system).					
1-16	§ 11 Cl. 3 (does not apply to ships < 200 GT)	Accommodation spaces and the engine control room are equipped with an air conditioning plant. <u>Does not apply to ships in trade areas with moderate climate.</u>					
1-17	§ 11 CI. 5 (does not apply to ships < 200 GT)	Accommodation spaces can be ventilated by other means in the event of failure of the ventilation system.					
		Heating system			-	-	
1-18	§ 12 Cl. 1	Accommodation spaces are equipped with a heating system. <u>Does not apply</u> to ships trading exclusively on voyages in tropical climates.					
1-19	§ 12 Cl. 2	The heating supply within the accommodation spaces is made only by warm water, warm air or electricity.					
1-20	§ 12 Cl. 3	Electric radiators and other electric heating appliances are installed and shielded in such a way that a fire risk or hazard and inconvenience for he occupants are avoided.					
		Pipes			-		
1-21	§ 13	Pipes with harmful gases or liquids or pipes with high inner pressure have not been laid within the accommodation spaces.					
		Prevention of noise and vibration			-		
1-22	§ 14 Cl. 1	Accommodation spaces and recreational areas on deck are not exposed to excessive noise loads and vibrations. - Proven by sound pressure level and vibration measurements					
1-23	§ 14 Cl. 2	Accommodation spaces and recreational areas on deck are located as far as practicable from the engine rooms, steering gear room, deck winches, heating and ventilation systems and other noisy machinery and apparatus.					
1-24	§ 14 Cl. 3	Acoustic insulation or other appropriate sound-absorbing materials have been used for the construction and finishing of bulkheads, ceilings and decks within sound-producing spaces as well as self-closing noise-isolating doors for machinery spaces.					
		Sleeping rooms					
1-25	§ 15 Cl. 1	Separate sleeping rooms for men and for women are available if an over- night stay on board is necessary.					
1-26	§ 15 Cl. 2	Each crew member has his/her individual sleeping room. Number of sleeping rooms on board:					
1-27	§ 15 Cl. 2	<ul> <li>Deviating from the above, sleeping rooms may be occupied as follows:</li> <li>Special purpose ships and ships of less than 3000 GT with a maximum of two crew members;</li> <li>on passenger ships and fishing vessels with a maximum of four crew members, but with not more than two officers;</li> <li>with two apprentices (minimum floor area 7.50m²) if the sleeping rooms are equipped with own bathroom and own toilet.</li> </ul>					
1-28	§ 15 Cl. 4	Sleeping rooms are situated above the load line, and amidships or aft.					
1-29	§ 15 Cl. 4	Sleeping rooms are located in the fore part of the ship, but not forward of the collision bulkhead, since the location amidships or aft is impracticable due to the size, type or intended service of the ship.					
1-30	§ 15 Cl. 4	The BG Verkehr may permit that on passenger ships and special purpose ships the sleeping rooms are situated below the load line. <u>Is a permission available?</u>					



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No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
1-31	§ 15 Cl. 4	For permissible arrangement of sleeping rooms below the load line: These are not located immediately beneath working alleyways and are provided with sufficient lighting and ventilation and at least one recreation room lit by natural light is available.					
1-32	§ 15 Cl. 5	Sleeping rooms can only be accessed from alleyways which are situated within the accommodation area.					
		Floor areas					
1-33	§ 16 Cl. 1 (does not apply to ships < 200 GT)	Eloor area in single berth sleeping rooms:           < 3000 GT:					
1-34	§ 16 CI. 1 (does not apply to ships < 200 GT)	The floor area per crew member in sleeping rooms on fishing vessels is not less than 2.5 m <sup>2</sup> . (Except the areas occupied by berths, lockers, drawers and seats)					
1-35	§ 16 Cl. 5 (does not apply to ships < 200 GT)	Floor area in sleeping rooms for ships' officers where no private day room is provided:         < 3000 GT:					
1-36	§ 16 Cl. 2	The BG Verkehr may permit reduced floor areas for ships < 3000GT, passenger ships and special purpose ships in order to provide a single berth sleeping room for each crew member. <u>Is a permission available and are the floor areas approved therein maintained?</u>					
1-37	§ 16 Cl. 4 (does not apply to ships < 200 GT)	Passenger ships and special purpose ships:         Floor area in sleeping rooms for crew members not performing the duties of ships' officers:         2 persons:       7.50m²;         3 persons:       11.50 m²;         4 persons:       14.50 m²					
1-38	§ 16 Cl. 6	Passenger ships and special purpose ships:         Floor area in sleeping rooms for ships' officers where no private day room is provided:         Officers on operational level:       7.50 m <sup>2</sup> Officers on management level:       8.50 m <sup>2</sup>					
1-39	§ 16 Cl. 3 (does not apply to ships < 200 GT)	On ships with less than 3000 GT other than passenger ships and special purpose ships the floor area of sleeping rooms, which are occupied by two crew members, is not less than $7.0 \text{ m}^2$ .					
1-40	§ 16 Cl. 8	The master, the chief engineer and the chief officer are provided, in addition to the sleeping room, with an adjoining sitting room, day room or an other equivalent additional room.					
1-41		The BG Verkehr may permit exemptions for ships with less than 3000 GT. Is a permission available?					
		Berths and other sleeping room equipment					
1-42	§ 17 Cl. 1	Each crew member is provided with a single berth.					
1-43	§ 17 Cl. 1	The minimum inside dimensions of a berth are at least 0.80 m x 2.00 m. On fishing vessels at least 0.80 m x 1.98 m.					
1-44	§ 17 Cl. 2 and 4	Berths are placed so that it is not necessary to climb over them and they are arranged in tiers of no more than two.					
1-45	§ 17 Cl. 4	In case of double tier berths: The lower berth is not less than 0.30 m above the floor; the upper berth is placed approximately midway between the bottom of the lower berth and the lower side of the ceiling.					
1-46	§ 17 Cl. 3 and 4	Berths are provided with slatted frame, mattress, blanket and pillow. In case of double tier berths: A dust-proof bottom is fitted beneath the bottom mattress of the upper berth.					



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No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
1-47	§ 17 Cl. 6	For each occupant, the furniture in the sleeping rooms includes a clothes locker (minimum 475 litres) and a drawer (minimum 56 litres). If the drawer is included in the clothes locker then the combined minimum volume is not less than 500 litres. The lockers are fitted with a shelf and closing device.					
1-48		The BG Verkehr may permit exemptions for ships with less than 200 GT, if the requirements are structurally impracticable and the crew member has other ways to store personal items. Is a permission available?					
1-49	§ 17 Cl. 7	<u>Available in each sleeping room:</u> Table or desk, mirror, socket, connection for community antenna, small cabinet for toilet requisites, bookshelf, coat hooks, seating, sleeping room window with curtains					
1-50	§ 17 Cl. 8	Furnishings are without sharp edges and made of solid, smooth and corro- sion-resistant material (except upholstered parts).					
		Galleys, provision rooms and cold stores, mess rooms, pan- tries and equipment					
1-51	§ 18 Cl. 1	If the operating conditions require the preparation of food: There is a galley with the following equipment available: Cooking appli- ances, 1 double sink, 1 hand wash basin, facility for disposable towels, connection to hot and cold drinking water, cupboards, shelves, dish racks made of stainless material, exhaust air system, two floor drains with non- return valve					
1-52	§ 18 Cl. 2	<ul> <li>There are provision rooms and cold stores available. Cold stores can be opened from inside, and are fitted with an alarm device.</li> <li>Refrigerators can be installed instead of cold stores if cold stores can be installed with unreasonable effort only.</li> </ul>					
1-53	§ 19 Cl. 1	There are mess rooms available.					
1-54	§ 19 Cl. 1	The mess rooms are set up separately as officers and crew mess room (If the size of the ship allows it)					
1-55	§ 19 Cl. 2	The mess rooms are situated near the galley and separated from the sleeping rooms.					
1-56		The BG Verkehr may permit exemptions for ships with less than 3000 GT. Is a permission available?					
1-57	§ 19 Cl. 3	The floor area of the mess rooms is at least 1.5 m <sup>2</sup> (1.0 m <sup>2</sup> on fishing vessels) for each designated seat and is sufficient for the number of crew members who usually use them at the same time.					
1-58	§ 19 Cl. 4	Adequate seating with backrest and tables are available in the mess rooms.					
1-59	§ 19 Cl. 5	<u>Mess rooms or pantries are equipped with:</u> double sink with connection to hot and cold drinking water, disposable towel dispenser, refrigerator, facilities to prepare hot and cold drinks, facilities for storage of dishes					
		Sanitary facilities					T
1-60	§ 15 Cl. 3	If possible: Sleeping rooms are provided with private bathroom and toilet.					
1-61	§ 20 Cl. 1	Separate sanitary facilities are provided for men and for women.					
1-62	§ 20 Cl. 2 (does not apply to ships < 200 GT)	Each sleeping room is provided with a wash basin. <u>This does not apply to</u> passenger ships or when a wash basin is already available in the private bathroom.					
1-63	§ 20 Cl. 3	For crew members without private bathroom and private toilet: 1 wash basin, 1 shower, 1 toilet for a maximum of four male and four female crew members					
1-64	§ 20 Cl. 3	The toilets are located in the vicinity of the sleeping rooms and wash rooms and are only accessible via alleyways or washrooms.					
1-65	§ 20 Cl. 4	In addition, separate toilets near the bridge, the engine room or engine control room as well as for the catering staff are available close to the workplaces.					
1-66		The BG Verkehr may permit exemptions for ships with less than 3000 GT. Is a permission available?					
1-67	§ 20 Cl. 5	Ships of 5,000 GT or over: One shower room with wash basin and toilet near the adjoining sleeping room is available for each ship's officer.					
1-68	§ 20 Cl. 6	Ships of 10,000 GT or over (except passenger ships): One shower room with wash basin and toilet is available for two crew members (except ship's officers) near their sleeping rooms.					



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No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
1-69	§ 20 Cl. 7	The BG Verkehr may authorize special arrangements for passenger ships engaged on voyages of not more than four hours' duration. Is a permission available and are the requirements specified in the permission complied with?					
1-70	§ 21 Cl. 1	Hot and cold drinking water is available in all wash places.					
1-71	§ 21 Cl. 2	Wash basins and showers are made of easy to clean and durable materials.					
1-72	§ 21 Cl. 3 Nr. 1	Rooms with sanitary facilities (sanitary accommodations) are provided with an exhaust air system into the atmosphere.					
1-73	§ 21 Cl. 3 No. 2	Sanitary accommodations are provided with floors made of durable material, easy to clean, moisture resistant and with an adequate drainage.					
1-74	§ 21 Cl. 3 No. 3	Toilets are equipped with a strong water flush system (or vacuum), a hand wash basin and a hygienic device for drying hands. The toilet seats are made of non-absorbent material and are easy to clean.					
1-75	§ 21 Cl. 3 No. 4	Several toilets in a room are sufficiently screened by walls.					
1-76	§ 21 Cl. 3 No. 5	Drain pipes do not pass along ceilings.					
	1	Offices		1	1		
1-77	§ 25	Separate offices or a common ship's office for the deck and engine depart- ments are provided.					
1-78	3 23	The BG Verkehr may permit exemptions for ships with less than 3000 GT. Is a permission available?					
		Laundry facilities		r			
1-79	§ 26 (does not apply to ships < 200 GT)	The following laundry facilities are available (if required due to the opera- tional circumstances): - Washing machines - Tumble dryers or an appropriate drying room - Irons, ironing boards or similar items					
		Facilities for clothes and personal items, changing rooms					
1-80	§ 27 Cl. 1	There are well ventilated and lockable facilities for work and weather cloth- ing available outside the sleeping rooms.					
1-81	§ 27 Cl. 2	There is a storage space for suitcases etc. available.					
1-82	§ 27 Cl. 3	Ships of 3000 GT or over: Easily accessible changing rooms with individual lockers, wash basin and shower are available.					
2-00		RECREATIONAL AREAS AND FACILITIES					
2-01	§ 28 Cl. 1	There are sufficient recreational areas on deck provided.					
2-02	§ 28 Cl. 2	<ul> <li>There are appropriately equipped recreational rooms available.</li> <li>Mess rooms may be used as recreational rooms if they are appropriately equipped (e.g. television and DVD-Player)</li> </ul>					
2-03	§ 28 Cl. 3	Ships of 10,000 GT or over: There is at least one of the following facilities available: - a swimming pool - a sauna - a hobby room					
3-00		MEDICAL SPACES					
		Treatment Room There is a treatment room available.				Γ	
3-01	§ 22 Cl. 1	<ul> <li>on ships in the worldwide trade</li> <li>on ships with 15 or more persons on board with a voyage period of more than three days</li> <li>on passenger ships in the worldwide or European trade</li> <li>on fishing vessels in deep sea fishing</li> </ul>					
3-02	§ 22 Cl. 2	The treatment room is provided with communication equipment for medical advice by radio or satellite communication.					



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No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
3-03	§ 22 Cl. 3	A dispensary cabinet according to the Annex of the Ordinance on Accom- modation in Maritime Shipping is permanently installed. • on ships in the worldwide or European trade • on fishing vessels in deep sea fishing and high sea fishing (On ships with a compulsory treatment room, the dispensary cabinet is to be set up in this room)					
3-04		In individual cases, the BG Verkehr may allow exemptions from the provisions related to the treatment room. Is a permission available?					
	1	Sick Bay					1
3-05	§ 23 Cl. 1	<ul> <li>There is a sick bay available.</li> <li>on ships in the worldwide trade</li> <li>on ships with 15 or more persons on board with a voyage period of more than three days</li> <li>on passenger ships in the worldwide trade</li> <li>on passenger ships in the European trade on voyages of more than 12 hours duration</li> <li>on fishing vessels in deep sea fishing</li> </ul>					
3-06	§ 23 Cl. 6	On ships carrying up to 30 persons, the sick bay can be omitted if each person has his/her own sleeping room with a separate private bathroom with a wash basin, shower and toilet as well as calling system or phone connection to the bridge.					
3-07	§ 22 Cl. 4	<ul> <li>If asick bay is omitted:</li> <li>The treatment room is suitable for short-term accommodation and care of the sick person.</li> <li>The examination couch is free-standing on three sides with at least 1 meter space and is provided with a fall out protection</li> <li>A toilet is located in or near the treatment room for exclusive use by the sick person</li> </ul>					
3-08	§ 23 Cl. 2, 3 and 4	<ul> <li>The sick bay meets the following requirements:</li> <li>no inner room and provided with an exhaust air system</li> <li>easily accessible</li> <li>access wide enough to enable a sick person to be carried in on a stretcher</li> <li>equipped with a calling system or a phone with connection to the bridge and the alleyway easily accessible for the sick person</li> </ul>					
3-09	§ 23 Cl. 4	The sick bay is equipped with a shower or bath, hand wash basin, a sepa- rate toilet room with disinfectant dispenser and not self-closing watertap.					
3-10	§ 23 Cl. 4	The toilet of the sick bay is equipped with a calling system or phone connection to the bridge and alleyway.					
3-11	§ 23 Cl. 5	The sick bay is equipped with at least one hospital bed. On ships with more than 30 persons on board: at least two hospital beds					
3-12		In individual cases, the BG Verkehr may allow exemptions from the provi- sions related to the sick bay. Is a permission available?					
	1	Operating Room					1
3-13	§ 26	<u>On ships which are required to have s ship's doctor on board:</u> An equipped operating room with a floor area of at least 10 m <sup>2</sup> is available.					
4-00	EN ISO 15748-1	DRINKING WATER SYSTEM					
4-01	No. 14.1	Drinking water tanks are made of stainless steel or are provided with a corrosion protection coating.					
4-02	No. 14.1	Drinking water tanks are provided with openings for cleaning and repair purposes.					
4-03	No. 14.1	Drinking water tanks are separated from tanks containing other fluids by a cofferdam.					
4-04	No. 14.1	Drinking water tanks are fitted with means for drainage.					
4-05	No. 14.1	Drinking water tanks are equipped with air pipes leading to the open deck. The pipes are fitted with devices preventing the ingress of seawater. (Air pipes of inserted tanks may end in the rooms in which the tanks are situated or in the rooms of higher deck levels.)					



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## See-Unterkunftsverordnung (Ordinance on Accommodation in Maritime Shipping)

	See-	Requirements in accordance with		Fulfilled	k		
No.	Unter- kunftsV	Ordinance on Accommodation in Maritime Shipping	Yes	No	N/A	Remarks	to be verified on board
4-06	No. 17.1.5	Drinking water pipes are not led through tanks with a content different from drinking water. (If this cannot be avoided, these pipes shall be laid in a pipe tunnel with effective drainage.)					
4-07	No. 17.6	Drinking water pipes are marked according to ISO 14726.					
4-08	No. 5.2.2	Drinking water pipes are separate from other pipes or equipment carrying no drinking water.					
4-09	No. 8.2	Drinking water tanks are provided with liquid level gauges or tank gauging equipment for level measurement. (Sounding pipes are not permitted!)					
4-10	No. 8.1	The filling connection complies with DIN ISO 5620-1.					

III. Other remarks

IV. Date and Signature