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| --- | --- |
| **Date** | Click here to enter text. |
| **Form completed by (name and job title)** | Click here to enter text. |
| **Company** | Click here to enter text. |
| **Vessel name** | Click here to enter text. |
| **IMO Number** | Click here to enter text. |
| **Agreed layup location – Anchorage or Berth ( position / side to)** | Click here to enter text. |
| **ETA** | Click here to enter text. |
| **Expected duration of layup** | Click here to enter text. |
| **24/7 contact details of persons for operational and emergency situations** | Click here to enter text. |
| **Contact information if unauthorised personnel are spotted or reported accessing the vessel/rig** | Click here to enter text. |
| **Security measures in place** | Click here to enter text. |
| **Measures to ensure safe access** | Click here to enter text. |
| **Confirmation that all suitable measures have been taken to ensure watertight integrity** | Click here to enter text. |
| **Provision of suitable alarm systems with monitoring arrangements, if applicable** | Click here to enter text. |
| **Power and lighting arrangements in the event of an emergency** | Click here to enter text. |
| **Confirmation that sufficient firefighting equipment as specified by the Classification Society will be available on board the vessel at all times, and precautionary measures will be taken, such as the removal of unnecessary flammable material, gas freeing and cleaning of appropriate compartments** | Click here to enter text. |
| **Location, quantity and type of fuel, other bulk liquids, compartments containing quantities of hazardous substances remaining on board** | Click here to enter text. |
| **Fire plan** | Click here to enter text. |
| **General arrangement plan** | Click here to enter text. |
| **Mooring/ Anchoring analysis and risk assessment** | Click here to enter text. |
| **Inspection regime – how often, will Forth Ports Limited be contacted if personnel are accessing the vessel / rig?** | Click here to enter text. |
| **Will the inspection regime include inspection of mooring arrangements?**  **(For docked vessels)** | Click here to enter text. |
| **Confirmation that anchors will be secured. (For docked vessels)** | Click here to enter text. |
| **Notice required for Shifting the vessel?** | Click here to enter text. |
| **Availability of Power – Notice required for power to be restored?** | Click here to enter text. |
| **Pre/post severe weather inspections, if any** | Click here to enter text. |
| **AIS failure procedure** | Click here to enter text. |
| **Navigation lights and power source (for vessels at anchor)** | Click here to enter text. |

Completed form and attachments to be sent to:

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