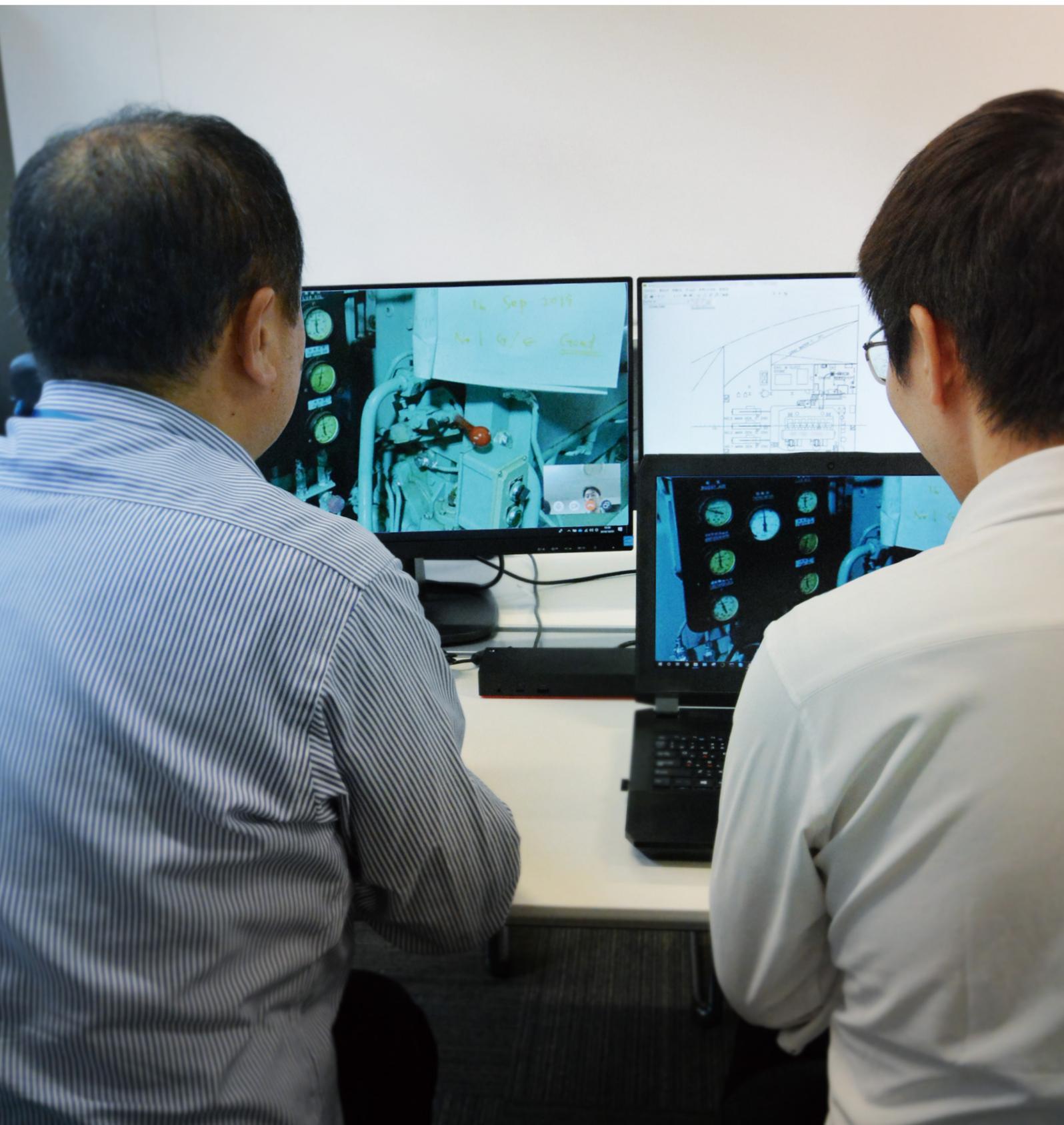


June 2025

ClassNK

Guidelines for Remote Survey [Ver.4.0]

[English]



ClassNK

Copyright © 2025 ClassNK
All rights reserved

Introduction

With the recent trend of the Internet of Things (IoT), digitalization of business is progressing, and communication that utilizes communication technology is also spreading. Based on this situation, the Society has been working on the advancement of surveys using digital technology as research and development in line with the R&D roadmap published in 2017.

For remote surveys, the types of surveys that can be applied, the types and amount of information required for remote surveys, and the requirements for ICT to be used, ensuring reliability equivalent to conventional witness surveys with transparency in the application of remote surveys have been summarized as these guidelines from September 2019.

The implementation of remote surveys depends on the communication capability of the ship, and cooperation of the crew is indispensable. Therefore, in order to carry out remote surveys effectively and efficiently, the communication capability of the ship and the equipment used for remote surveys should be clarified in advance, and procedures for remote surveys should be provided on board. The Society also made necessary revisions to these guidelines in January 2021 so that the notation “*Remote Survey*” (abbreviated as RMSV) can be affixed to the classification characters of the ships which are provided with advance preparation for remote surveys.

Based on the adoption of IACS UR Z29 as a unified requirement in March 2022, Part B of NK Rules had been amended in December 2022. Also based on the amendment of IMO Resolution A.1186(33) until the end of December 2023, relevant rules with respect to installation surveys equivalent to statutory surveys had been amended in December 2024. These guidelines were fully reviewed and partly revised in June 2025 in accordance with those revised rules.

It is hoped that these guidelines will contribute to the realization of a more rational survey for ships involved in the maritime industry.

June, 2025

Nippon Kaiji Kyokai (ClassNK)

Revision History

No.	Date	Revision part	Details of revision
1	September, 2019	—	—
2	January, 2021	1.3	First description regarding Class Notation
		2.2-1	Description review for category of remote survey and applicable survey items
		Annex	First description regarding Assessment for Class Notation
3	December, 2021	Overall	Partly revised after full review
4	June, 2025	Overall	Partly revised based on revised NK Rules about class surveys and installation surveys

Contents

Chapter 1	General Provisions	1
1.1	Remote Survey.....	1
1.2	Scope, Procedure and ICT requirement of Remote Survey.....	1
1.3	Procedure for applying Remote Survey.....	1
Chapter 2	Additional Requirements	3
2.1	Application.....	3
2.2	Assessments.....	3
2.3	Initial Assessments	3
2.4	Periodical Assessments	5
2.5	Occasional Assessments	5
Annex Class Maintenance Survey by means of Remote Survey		6
An1	General	6
An2	Requirements for Equivalency	7
An3	Scope and Procedures	9
An4	ICT	12
An5	Recording of Evidence and Reporting of Survey	14

Chapter 1 General Provisions

1.1 Remote Survey

- 1. A “Remote Survey” is a process of verifying that a ship and its equipment are in compliance with the rules of the Society where the verification is undertaken, or partially undertaken, without attendance on board by a Surveyor.
- 2. Remote survey will only be appropriate provided the level of assurance is not compromised, and the survey is carried out with the same effectiveness as and is equivalent to, a survey carried out with attendance on board by a Surveyor.
- 3. Agreement with the flag Administration is required when a remote survey is applied to statutory related surveys.

1.2 Scope, Procedure and ICT requirement of Remote Survey

- 1. Refer to Annex of this Guideline.
- 2. The basic procedure of remote surveys assumed by the Society is shown below. The procedure may be changed as reasonably considered appropriate based on applicable survey items and required information.
 - (1) Kick-off meeting between the person in charge of ship and the remote surveyor
 - (2) Confirm the ship to be surveyed according to the method specified by the remote surveyor
 - (3) Depending on the contents of the survey, the person in charge of the ship provides the information needed to be collected and the means of confirmation (two-way communication, photo/video, etc.) as per the instruction of the remote surveyor. When videos or pictures are taken in accordance with instruction of the remote surveyor, information including the date/time when it is taken is to be shown to the remote surveyor by utilizing such as a timestamp, a signboard or etc.
 - (4) The remote surveyor examines the collected information and determines the outcome.
 - (5) Closing meeting between the person in charge of the ship and the remote surveyor

1.3 Procedure for applying Remote Survey

- 1. Remote surveys will be conducted according to the following procedure. (See Figure 1)
 - (1) When applying for remote survey, the survey application is to be submitted to the Society’s survey office in charge or Survey Department (SVD) of the Society’s Head Office. In principle, the survey office in charge is an office close to current port of the ship or next arrival port. The survey application shall include the name of the ship, survey date and time, the location of the ship, the contents of the survey, means of communication (hardware, software and communication line), etc.
 - (2) The Society will determine the applicability of remote survey upon consideration of the contents of survey written in the survey application and notify the outcome to the applicant. (If remote survey

is not applicable, a surveyor of the Society will be dispatched from the jurisdiction office for conducting a conventional onboard survey.)

(3) The remote surveyor understands the contents of the survey, discusses with the applicant in advance and agrees on the method/procedure for inspecting the survey area. The remote surveyor also confirms the communication environment (such as ICT used on the ship side and the remote surveyor side) as much as possible to ensure sufficient quality. In particular, it is necessary to clarify to the applicant when a remote survey cannot be performed due to poor communication on the day of the survey.

(4) The remote surveyor will check the communication status with the ship on the day of the survey, and conduct a remote survey based on the survey application.

(5) After completion of the remote survey, the survey records and invoices will be sent to the ship (or the survey applicant).

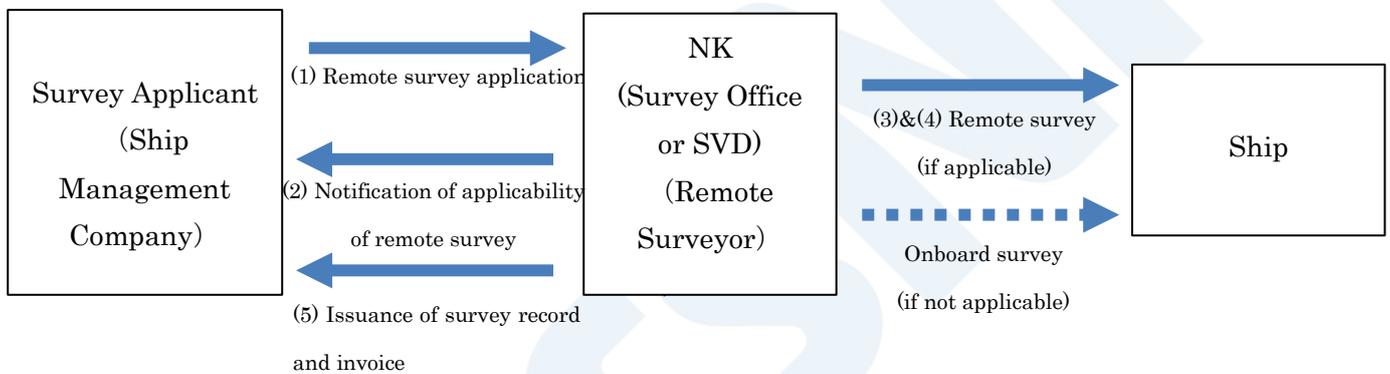


Figure 1 Procedure for conducting Remote Survey

Chapter 2 Additional Requirements

2.1 Application

This chapter is applicable for ships which are provided with advance preparation for remote surveys and the notation “*Remote Survey*” (abbreviated as RMSV) is to be affixed to the classification characters of the ships as per the request from applicant. The advance preparation represents readiness of the procedures for remote surveys and installation of reliable communication equipment.

2.2 Assessments

2.2.1 Kinds of Assessments

The kinds of assessments are specified as the following.

- (1) Initial Assessments
- (2) Periodical Assessments
- (3) Occasional Assessments

2.2.2 Timing of Assessments

Timing of the assessments is as specified by the following (1) to (3).

- (1) Initial Assessments are to be carried out when application for the assessments is made.
- (2) Periodical Assessments are to be carried out at the times of Annual Surveys, Intermediate Surveys and Special Surveys for Classification prescribed in 1.1.3-1.(1) to (3), Part B of the Rules for the Survey and Construction of Steel Ships.
- (3) Occasional Assessments are to be carried out at the following occasions other than Initial Assessments or Periodical Assessments.
 - (a) When procedures for remote survey of ships are changed.
 - (b) When main equipment for remote surveys is modified or replaced.
 - (c) Other occasions when Occasional Assessments are considered to be necessary.

2.3 Initial Assessments

2.3.1 General

At Initial Assessments, equipment, facilities and procedures for remote survey are to be examined in order to ascertain whether the requirements in the Guidelines are complied with.

2.3.2 Submission of Plans and Documents

-1. For ships intending to undergo Initial Assessments, procedures for remote survey including the following contents are to be submitted for approval.

- (1) Ship’s particulars (Refer to Table 1)
- (2) Equipment used for remote survey and responsible person in charge (Refer to Table 2)
- (3) Documents related to onboard network (onboard network configuration diagram, etc.)

- (4) Survey items subject to remote survey (Refer to An3.1 of Annex)
- (5) Procedure for conducting remote survey (Refer to 1.2 and 1.3 of Chapter 1)
- (6) Agreements for conducting remote survey (Refer to An 2, An 3.2, An 4 and An 5 of Annex)

2.3.3 Assessment Items

At Initial Assessments, the following items are to be confirmed.

- (1) All relevant equipment described in the procedures for remote survey is appropriately installed on board.
- (2) The procedures for remote survey and all of the relevant documents are properly provided on board.
- (3) Demonstration based on the procedures for remote survey is carried out (if deemed necessary).

Table 1 Ship’s particulars (sample format)

Ship’s Name	
Classification No.	
IMO No.	
Flag	
Type of Ship	
DWT	
Registered L x B x D	
Shipbuilder	
Date of Contract	
Date of Build	

Table 2 Equipment used for remote survey (sample format)

Item	Detail	Responsible person in charge
Equipment for information collection	Ex: Video camera, Camera, Scanner, etc.	
Communicating equipment for two-way communication	a) Hardware Ex: Smartphone, tablet, PC for web meeting, etc. b) Software Ex: Applications for web meeting	
Means for sharing large volumes of data	Ex: Online storage	
Communication infrastructure	Ex: Satellite communication and/or LTE Service provider: Communication speed (effort): Onboard communication area:	

2.4 Periodical Assessments

2.4.1 General

At Periodical Assessments, the procedures for remote survey and the relevant equipment shall be examined in order to ascertain whether the requirements in the Guidelines are complied with.

2.4.2 Assessment Items

At Periodical Assessments, the following items are to be confirmed.

- (1) Condition of relevant equipment for remote survey is in good order.
- (2) The procedures for remote survey and all of the relevant documents are appropriately maintained.
- (3) Demonstration based on the procedures for remote survey is carried out (if deemed necessary).

2.5 Occasional Assessments

2.5.1 General

When Occasional Assessments are found necessary, documents required by the Society for examination are to be submitted. Based on the submitted documents, modified or replaced equipment, facilities, etc. are confirmed.

Annex

Class Maintenance Survey by means of Remote Survey

An1 General

An1.1 General

- 1 This annex specifies principles and minimum requirements for carrying out remote surveys.
- 2 Remote survey will only be appropriate provided the level of assurance is not compromised, and the survey is carried out with the same effectiveness as and is equivalent to, a survey carried out with attendance on board by a Surveyor.
- 3 In addition to the requirements of this annex, special attention is to be paid in cases when it is necessary to comply with the domestic laws and regulations of coastal State. In particular, sufficient confirmation is to be taken in advance for selecting the method of communication and communication infrastructure.

An1.2 Application

- 1 These requirements apply to all vessels, self-propelled or not.
- 2 Notwithstanding -1, for survey for mobile offshore drilling units and special purpose barges and survey for floating offshore facilities for crude oil/petroleum gas production, storage and offloading, the Society may permit the application of remote survey methods different from those specified in this Annex where deemed appropriate by the Society.

An1.3 Definitions

An1.3.1 Remote Survey

A “Remote Survey” is a process of verifying that a ship and its equipment are in compliance with the rules of the Society where the verification is undertaken, or partially undertaken, without attendance on board by a Surveyor.

Notes:

- (1) “Attendance on board by a Surveyor” means physical attendance on board the ship by a Surveyor.
- (2) Remote classification activities not requiring a survey, such as some administrative tasks, are not to be considered as remote surveys.
- (3) An administrative task is a task where a survey decision is not being made, for example reissue of a certificate or record following a correction, or an update to the ship’s records held by the Society or a document review.

An1.3.2 Information and Communication Technology (ICT)

Information and Communication Technology (hereinafter referred to as “ICT”) are the technologies used in the scope of remote surveys for gathering, storing, retrieving, processing, analysing, and transmitting information which includes both software and hardware

An2 Requirements for Equivalency

An2.1 General

1 The requirements for equivalency of a remote survey to a survey attended on board by a Surveyor are to include:

- (1) Eligibility of the remote survey
- (2) Qualification of Surveyors
- (3) Planning of the remote survey
- (4) Performance of the remote survey
- (5) Assessment of the remote survey
- (6) Reporting

2 Equivalency is obtained when, with the use of available ICT, a Surveyor can perform a survey remotely being able to:

- (1) Obtain the supporting and technical evidence required according to the applicable rules.
- (2) Verify applicable survey items and relevant tests.
- (3) The results of the remote survey provide the same level of assurance obtained with attendance on board by a Surveyor.

An2.2 Eligibility of the Remote Survey

1 Eligibility of the remote survey is to be decided based on type and scope of the requested survey, in accordance with An 3.1 and, if applicable, Administration acceptance and possible instructions, when the class survey is also related to a statutory item, and the Society is carrying out the statutory survey on behalf of the flag State Administration.

2 A remote survey is deemed eligible when it provides the same level of assurance, according to the requirements for equivalency, as if it was conducted with attendance on board by a Surveyor.

3 Remote surveys are generally to be carried out with internet connection allowing a live streaming visual examination, although, at the discretion of the Surveyor, a combination of remote survey methods (see An 2.4) may be used. For simple/limited verifications, other types of ICT may be accepted by the Surveyor.

An2.3 Planning of the Remote Survey

1 Planning of the remote survey is required to ensure that the remote survey is carried out in accordance with the applicable requirements. The content of the planning is to be based on the scope of the remote survey.

2 To ensure that the Surveyor can properly plan the remote survey and communicate with personnel/crew, so that the survey is carried out according to the applicable rules, adequate means are to be available enabling the Surveyor and allowing the Society to:

- (1) properly interact with personnel/crew involved in the remote survey, before and during the survey process,
- (2) agree on ICT means to be used
- (3) verify that personnel/crew involved in the remote survey are suitably skilled to use the electronic devices and/or software used by the Society to perform the remote survey
- (4) acquire as deemed necessary information on identity and ranking of personnel/crew involved in the remote survey,
- (5) provide the survey item/scope to the personnel/crew involved in facilitating the remote surveys, including the tests that will be performed,
- (6) communicate, during the remote survey, additional actions depending on the evidence to be collected.

Notes:

- (1) Training and qualification of on board personnel/Crew are regulated by the STCW Convention and is a prerogative of the flag State Administration.
- (2) The ship's flag State Administration may require that the Safety Management System of the ship is updated by the Company to include provisions for specific training of the crew engaged in remote surveys.

3 One or more of the following means is to be provided for planning the remote survey:

- (1) live-streaming video and audio connection
- (2) exchange of data / electronic documents
- (3) other means acceptable to the Society

4 The owner is to provide the necessary facilities for the safe execution of the survey.

An2.4 Performance of the Remote Survey

1 To ensure that the Surveyor can properly perform the remote survey according to the applicable rules, the available evidence is to allow the attending Surveyor to:

- (1) Examine and assess a survey item and/or a group of items and/or supporting documents,
- (2) Verify and assess applicable tests and/or services.

2 The evidence provided to the Surveyor is subject to the technical evaluation and final acceptance by

the Surveyor with respect to the completeness and accuracy, necessary to perform the requested survey according to the applicable requirements.

3 One or more of the following evidence is to be provided for performing the remote survey:

- (1) live-streaming video and audio
- (2) recorded videos provided by the Owner's representative
- (3) photos provided by the Owner's representative
- (4) other data and/or supporting documents acceptable to the Society.

4 The live videos, recorded videos and still images taken during the remote survey is to be kept confidential and not to be used for any purpose other than to assist the remote surveyor in conducting the remote survey. Further, they are not to be disclosed to any third part, or copied, reported or altered without written consent of the Society.

5 The applicant or any person on its behalf is not to record the videos containing the voice of the remote surveyor.

An2.5 Assessment of the Remote Survey

1 The Surveyor is to evaluate all evidence received and accept them before crediting the remote survey.

2 The means used for the remote survey is to allow the Surveyor to collect the necessary evidence that will be examined according to the Surveyor's professional judgement in order to satisfactorily complete and credit the relevant survey items.

3 In case the Surveyor, according to their professional judgement, deems that the remote survey does not provide the same level of assurance as a survey with attendance on board by a Surveyor, the Surveyor may decide not to credit the relevant survey items.

An3 Scope and Procedures

An3.1 Scope - Eligible Survey Items

1 A remote survey will be only appropriate provided it reaches the same level of assurance as, and is equivalent to, a survey attended on board by a Surveyor.

2 A remote survey may be proposed as an alternative to a survey attended on board by a Surveyor for the surveys listed in Table An 3.1.

3 When the class survey is also related to a statutory item, and the Society is carrying out the statutory survey on behalf of the Administration, then the Administration acceptance is required, and possible additional requirements are to be complied with.

4 The Surveyor may require to confirm the results of the remote survey, by a survey attended on board by a Surveyor, to credit the relevant survey items, in case the remote survey is not carried out to the Surveyor's satisfaction or it is required by the Society.

Table An 3.1 Eligible Remote Survey Items

No.	Surveys and related items eligible to remote survey	Live streaming required (See Notes)
1.	Postponement, issuance, deletion of Condition of Class	○ (1)
2.	Postponement of Class surveys	○ (1)
3.	Items of Continuous Survey for Machinery (UR Z18) or Planned Maintenance Scheme (UR Z20, PMS)	○ (1)
4.	Occasional survey for change of ship's name	○ (1)
5.	Occasional survey for loss of anchor	○ (1)
6.	Occasional survey for minor machinery or equipment damage	○ (1)
7.	Occasional survey for minor hull damage	○ (1)
8.	Occasional survey for minor deficiencies/defects not subject to a Condition of Class	○ (1)
9.	In-water bottom survey	○
10.	Specified items of a class periodical survey (excluding additional specific items of initial or renewal surveys), including completion of remaining items of a part held class periodical survey	○ (1)(2)
11.	Non-propelled / un-manned barges/pontoon – annual surveys when no survey of hull compartments is due	○
12.	Minor retrofit / installation/upgrade of equipment	○ (1)
13.	Documentary or data based initial / periodical / renewal / occasional verifications and surveys	-

Notes:

- (1) "(1)" means that live streaming may not be required for minor survey scope or that a combination remote survey method, as listed in An 2.4, may be used at the sole discretion of the Society.
- (2) "(2)" means that pure documentary verifications are eligible in accordance with item 13.
- (3) Live streaming may be required for surveys not marked "○" in the Table, depending on the survey scope at the sole discretion of the Society.
- (4) "Minor" in the items 6, 7, 8 and 12 means that the item can be surveyed remotely according to requirements for equivalency given in An 2.

An3.2 Procedures

An3.2.1 Eligibility

Refer to An 2.1.

An3.2.2 Digital Information Quality, Completeness, and Accuracy

- 1 Final appraisal of the quality of digital information is at the discretion of the Surveyor, who is to be satisfied with the content and the quality of digital information collected, and the survey carried out, allowing the Surveyor to confirm its completion.
- 2 The Owner is responsible for the completeness and accuracy of digital information provided. The digital information submitted by the Owner to the Surveyor is to reflect the real situation of the surveyed item. The date and time, when a photo or video was taken are to be made available to the Surveyor or identifiable from its metadata.
- 3 The Society is to collect and store digital information as evidence of the survey. It is not necessary to store all of digital information received; the exact digital information stored is to support the survey decision and is to be decided by the Surveyor crediting the survey.
- 4 The remote survey is carried out under the supervision and upon instructions of the Surveyor, who is in charge of crediting the remote surveys. A Surveyor attendance on board may be required to complete the survey, upon the Surveyor's request and at their discretion.

An 3.2.3 Requirements for a remote survey when live streaming is not used

- 1 When live streaming is not used, communication and digital information collection are to be performed through an ICT channels (such as emails, data streams and clouds), which is to be accepted by the Society prior to the survey.
- 2 The Owner's representative is to confirm the identity of the ship at the commencement of the survey.

An3.2.4 Requirements for a remote survey when live streaming is used

- 1 The Owner's representative is to ensure that:
 - (1) the Owner's representative is attending onboard and has access to the areas intended to be surveyed.
 - (2) the Owner's representative has at his disposal a 2-ways visual and audible communication means complying with the requirements in An 4.
 - (3) ICT solution is available on the communication means and meets the requirement described in An 4.
- 2 In the case these requirements cannot be fulfilled, the remote survey may be rejected.
- 3 The Surveyor is to verify the identity of the ship at the commencement of the survey by live streaming.

An3.3 Hardware and ICT Solution

Refer to An 4.1.

An3.4 Requirements for Connectivity

1 The Owner's representative is to ensure that internet connectivity tests are carried out before the survey and that proper connectivity is available and maintained during the survey.

2 When remote survey by live streaming is being undertaken, a connection that enables live streaming between the Surveyor and the Owner's representative attending on board is required. The quality of the live streaming connection (audio and video) is to ensure proper communication and to allow the Surveyor to carry out the survey remotely, to the Surveyor's satisfaction.

3 In the case where a live streaming connection with the Surveyor is not possible or is not continuous at the place of the survey (e.g., Engine Room), partly online sequences (where the Owner is able to capture pictures and videos offline of those items not covered by live streaming) may be accepted by the Surveyor.

An4 ICT

An4.1 General

1 This An 4.1 outlines the minimum requirements for the use of ICT that can capture images, record video and/or live stream video or other data from a ship as considered acceptable to the Society.

2 Applicants are to arrange the equipment to be used on the ships.

3 The method for sharing large-capacity data such as photos and videos will be specified by the Society after receiving the application for remote survey.

4 Both equipment for information collection and communicating equipment for two-way communication are to be selected with careful consideration for reliability of both hardware and software.

5 The data formats of recorded video and still images are to be general-purpose.

6 In principle, the means specified by the Society (specified application, etc.) are to be used for sharing large volumes of data such as recorded videos and still images. However, from the viewpoint of information security, when using the means for information sharing specified by the applicant, the applicant is to provide an environment that the Society can receive and brows data in.

7 Select a communication infrastructure which is sufficiently reliable in terms of information security, considering risk of data leakage, etc. Also, it is to be ensured that a communication environment can stably send and receive still images and recorded videos with the quality required by the remote Surveyor.

8 Both hardware (smartphone or tablet, etc.) and software (application for communication) for communicating equipment for two-way communication are to be selected with careful consideration for information security.

An4.2 Hardware

1 The Owner is responsible for ensuring that all hardware installations on board used for the remote survey is to comply with the applicable requirements relevant for use and location on board, including hazardous areas.

2 The ICT is to typically consist of:

(1) A host computer device, to receive the streaming of images/data/video. This is usually a laptop or desktop computer compatible with the software application used for the remote survey.

(2) On board standalone device which may include digital cameras capable of capturing videos/photos/data.

(3) On board smart device compatible with the applicable software/technology.

(4) Communication accessories like headphones and microphone for the noisy environment as applicable and as deemed necessary.

Notes:

The smart device may be a smartphone, tablet, computer, wearable device, smart glass, digital camera, or any other device which can be connected to the network and capable of transmitting the necessary data/images to shore.

3 The communication equipment used for the live streaming is to have the following minimum functionality:

(1) Both ends are to simultaneously see the same image/videos in near real-time (i.e., live streaming).

(2) Two-way direct voice communication

(3) Possibility to take screenshots

4 When using a portable device on board for live streaming, the movement of the handheld device may affect the stability of the video and the image, leading to lower quality outputs. When necessary, a suitable anti-shake device is to be used to provide proper stability.

Notes:

(1) The host computer screen is to be able to present an image quality that is sufficient to enable a survey decision to be made.

(2) Portable equipment on board is to be equipped with a power capacity suitable for the intended scope and time of the survey.

An4.3 Internet Connectivity (Coverage and Speed)

1 For internet connectivity requirements on board, refer to An 3.4.

2 The on board smart devices are to have the capability of transmitting the images/video/data over a Cellular, Wi-Fi or Satellite Connection to the remote Surveyor.

3 When live streaming communication is applied, the internet connection is to have sufficient and stable bandwidth capacity to ensure quality (such as resolution and frame rate) of the direct colour

image/video and voice communication to the remote survey location to the satisfaction of the Surveyor.

An4.4 Software and Data Security

1 The software used for the remote survey is to be acceptable to the Society. The overall function and ability of the software used to ensure the security of data is to be evaluated prior to use as per the below requirements in this An 4.4.

2 The Surveyor is to normally control the live video call, providing instructions to the on-site personnel/crew and supervising survey activities for capturing relevant information. The on board device is to have the capability of transmitting the data over a Cellular, Wi-Fi, or Satellite Connection to the Surveyor.

3 The software used to perform the remote survey may also be provided with technologies that support the Surveyor in the process of making a decision, such as:

- (1) Artificial Intelligence (AI) for the recognition and the classification of defects
- (2) Internet of things (IoT) for collecting parameters and evaluating acceptability/working condition of machinery and equipment
- (3) Data driven verification or other means considered acceptable by the Society

4 The above software and technologies are to be evaluated and accepted by the Society in each case.

5 When considering the use of software/applications and other technologies, data protection is to be considered in accordance with applicable requirements of the Society before the remote survey is commenced. The software/application used to perform the remote survey is to be compatible with the technical requirements detailed in this paragraph; in addition, the software used is to comply with the Society's applicable requirements:

- (1) Cybersecurity
- (2) Data protection and confidentiality for the transmitted data

6 When not provided by the Society itself, the audio/video software or application used to perform the remote survey is to be accepted by the Society.

7 During the survey preparation, it is the Owner's responsibility to ensure that their data security policies are implemented as per the Company's Safety Management System.

Notes:

The Company's SMS may take into account *IMO Res. MSC.428 (98)*, *MSC-FAL.1/Circ.3* and *IACS Recommendation No.166*.

An5 Recording of Evidence and Reporting of Survey

An5.1 Recording of Evidence

An5.1.1 Required Evidence

1 In principle, live streaming video and audio is to be applied to remote surveys as a primary means (refer to Table 1 An 3.1).

2 Additionally, and/or alternatively, one or more of the following evidence may be submitted or verified as requested by the Surveyor during remote survey so that the Surveyor is able to verify conditions of survey items:

- (1) Recorded video and audio
- (2) Photos
- (3) Master's/chief engineer's statement
- (4) Ship's logbook
- (5) Owner's confirmation

3 Live streaming video and audio

Live streaming video and audio using ICT are to be in accordance with the requirements in An 4.4

Recorded videos/photos For the recorded videos/photos, the following information is to be available:

- (1) Confirmation that they were actually taken on the ship by the Owner's representative
- (2) Date and time when they were taken
- (3) Identity of the personnel/crew responsible for taking evidence

5 Master's/chief engineer's statement

Recorded videos/photos provided by the Owner's representative may be supplemented with a statement signed by the master and/or the chief engineer confirming the condition of the items shown in the evidence. The final evaluation of the remote survey by the Surveyor is to be based on all of the provided evidence, and it does not delegate the responsibility to the master/chief engineer's statement only.

6 Ship's logbook

The Master is to make entries into ship's logbook on the following occasions and submit copies of the relevant pages when requested by the Surveyor:

- (1) when a remote survey is carried out by the Surveyor
- (2) when videos/photos are taken and submitted to the Surveyor with the master's/chief engineer's statement and additional documents as applicable.

7 Owner's confirmation

The Owner's representative or the master is to confirm the correctness and completeness of the provided information and evidence (if any) relevant to the condition of the items requested to be surveyed. This confirmation may be included in the survey application.

An5.1.2 Retaining/Filing Evidence

1 The evidence submitted by the Owner's representative or master is to be retained/filed in accordance with the Society's procedures which is to include:

(1) type of evidence to be retained/filed

(2) duration/location to be retained/filed

2 It is not required for the Society to record and save live streaming video and audio as evidence unless the Surveyor considers it necessary.

An5.1.3 Other Supporting Documents

1 The Surveyor may request the Owner's representative or master to submit supplementary documents such as ship's maintenance reports and record for the operation of machinery, and equipment and service reports issued by manufacturers, service suppliers or service providers.

2 While the Surveyor is to verify that the documents are duly prepared and issued to the ship, they may not be required to be retained/filed by the Society as evidence.

Contact:

NIPPON KAIJI KYOKAI

Survey Department

Tel : +81-3-5226-2027,2028,

E-mail : svd@classnk.or.jp