Boat Safety Scheme - Vessel Examination
Client booking check list and agreement

Date and Time of Examination _____

Examination Reference Number: _____

This check list confirms the basis of an agreement to undertake a Private Boat Safety Scheme Examination. This examination does not constitute a survey. Full details of BSS examinations are set out within the BSS Website at www.boatsafetyscheme.org. The Examination is subject to both the BSS standard terms and SafeBoat Ltd terms and conditions of trading.

1. Customer Details	**Y**	**N**	**Details/Comments**
A. Boat Owner:			
B. If not boat owner, who is the customer:			
C. Name:			
D. Address:			
E. Postcode:			
F. Telephone:			
G. Mobile:			
H. Email:			
I. Customer intends to be present:			
J. If not intending to be present, confirm arrangements:			
K. Any keys required for access:			
L. Any alarm or security systems on board:			
M. Permission to take & use photos:			
N. Report to be issued by email, paper or both:			

2. Boat details:	**Y**	**N**	**Details/Comments**
A. Boat name:			
B. Former boat names:			
C. Type of boat:			
D. Index/Reg Number:			
E. Length/Beam:			
F. Colour:			
G. No. of persons:			

H. Last BSS cert.details and date of expiry:			
I. Is the boat CE/UKCA Marked:			
J. Boat Location/mooring details/berth number:			
K. Address:			
L. Postcode:			
M. GPS Co-ordinates/What Three Words:			
N. Access, parking, restrictions, permissions:			

3. Boat status (Gas Safety In Use Regulations)	**Y**	**N**	**Details/Comments**
A. Private leisure/pleasure boat			
B. Primarily used for domestic or residential purposes:			
C. Hire Boat:			
D. Floating Business/commercial enterprise:			
E. Bubble Tester fitted, location and accessibility:			
F. LPG test point fitted, location and accessibility:			

4. Examiner safety	**Y**	**N**	**Details/Comments**
A. No smoking whilst examiner on board:			
B. Pets present on board:			
C. Mooring accessible:			
D. Any known potential hazards either on or around the boat:			
E. Any unusual, problematic or specific issues with boat appliances or systems:			
F. Carbon Monoxide alarm working - recently tested by customer:			
G. Customer to be present and willing to disconnect/reconnect 240v shore power. Arrangements for re-energising if customer not present. See 8 below:			

H. Customer alone, vulnerable or disabled:			

5. Boat systems	**Y**	**N**	**Details/Comments**
A. Pressurised domestic water:			
B. LPG - Butane			
C. LPG - Propane			
D. Cylinder storage arrangements and access:			
E. 240v AC Electrical system:			
F. Shore power connections, Incoming supply and consumer unit location:			
G. 12v DC Electrical system:			
H. Battery chargers isolated for previous 24Hrs:			
I. Batteries - number and location:			
J. Propulsion Engine type:			
K. Number of propulsion engines:			
L. Propulsion Engine fuel type:			
M. Propulsion Engine fuel storage - fixed or portable:			
N. Propulsion Engine Voltage if electric			
O. Gas/Water/Electrics to be sufficient to test all necessary systems:			
P. All systems complete, connected and energised:			

6. Appliances on board	**Y**	**N**	**Details/Comments**
A. Solid fuel stove:			
B. Instantaneous Water Heater - to be fully operational for testing purposes:			
C. Warm air heating:			
D. Catalytic Heater:			
E. LPG central heating system:			
F. Cooker/Oven:			
G. Hob:			
H. Gas Refrigerator:			
I. Invertor:			
J. Generator:			
K. Bilge water discharge filters:			
L. Portable Outboard Engines:			

	Y	N	Details/Comments
M. Portable gas, petrol, diesel appliances (BBQ's, chainsaws, etc):			
N. Spare fuel containers on board:			
O. Heads/WC arrangement - number, holding tank, overboard discharge:			

7. Customer to adequately prepare the boat for Examination

	Y	N	Details/Comments
A. Able to identify all necessary items including consumer units, fuses, gas valves, changeover arrangements, batteries, spare fuel, etc			
B. Gas, Water and Electrical power to be sufficient and serviceable to conduct tests:			
C. All access panels and removable covers to be removed as required.			
D. Full access to all fuel systems and components, in particular LPG systems including cylinder storage arrangements, all pipeline joints and hoses:			
E. LPG gas lockers accessible and clear of stored items:			
F. Any documentation/declarations the customer wishes to present and rely upon:			
G. Steam powered engine inspection certs:			
H. All necessary keys available and locks open			

8. If the Examiner is required to disconnect/de-energise/re-energise 240v AC shore power and boat systems.

The customer is to identify:

A. All sources of 240v AC on the vessel with clear instructions on disconnection and reconnection for shore power, generators and invertors, etc.

C. Which 'loads' on the 240v AC systems will be turned on when the examiner steps on board, for example battery chargers, freezers, etc

D. All components and risks to electrical safety, for example changeover switches, relays, consumer units, etc

E. The process for re-energising both the AC and DC systems or agreement they should be left un-energised.

F. Any systems or components which require special attention when switching back on, for example alarm systems, bilge pumps, freezers, etc.

The Customer agrees that:

G. The Examiner is not liable or responsible for any damage, loss, incident or accident caused when following the above instructions and undertaking the 240v AC system disconnection and re-energisation process.

H. The Examiner may not be able to complete the examination or re-energise the boat if any system including the 240v AC system is found to be unsafe.

I. The Customer retains overall responsibility for the 240v AC disconnection and re-energisation process.

J. The Examiner is not liable or responsible for any damage, loss, incident or accident caused should the re-energisation process be unsuccessful for any reason.

K. The Customer retains responsibility for re-energisation of all electrical systems as set out in the terms of Limitation of the BBS examination provided with every BSS Certification.

9. Terms & Conditions of Examination

A. The agreed fee for the examination, including issuing the BSS certificate if the vessel successfully passes the examination, is £ .

B. If the vessel fails to pass, a re-examination fee of £ will be required, subject to the vessels location, nature of the failure(s) and timescale until re-examination.

C. The agreed fee will be paid in full by electronic bank transfer prior to the agreed examination date to SafeBoat account - Sort Code 04-06-05, AC No. 20767719.

D. The examination process will be undertaken in full accordance with the published Boat Safety Scheme Examination Checking Procedure, Code of Conduct and Conditions of Registration. Any compliant arising from this contract can be referred to the BSS for resolution. This agreement only covers the BBS Examination of you boat and where approriate provision of BSS Certification and no other works.

E. SafeBoat Ltd are not responsible for any damage, loss of use, accident, injury or inconvenience how so ever caused as a result of this examination.

Signed on behalf of SafeBoat Ltd:
Date:

Signed on behalf of Customer:
Date: