



International loss adjusters & surveyors

STEEL DISCHARGE SURVEY

Name of vessel	
Port of survey / country	
Period of survey	
Principals Ref.	
DPS Ref.	

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1. GENERAL INFORMATION

1.1	Name of vessel	
1.2	Port of survey / country	
1.3	Period of the discharge survey	
1.4	Type of cargo to be discharged	
1.5	Total quantity	
1.6	Origin(s) (port/country)	
1.7	Principals	
1.8	Principals Ref.	
1.9	DPS Ref.	
1.10.1	Name of surveyor	
1.10.2	Company / place / country	
1.10.3	Reference number	
1.10.4	Date of report	
1.11	Comments (if any)	

2. VESSEL

2.1.1	Name of vessel	
2.1.2	IMO No.	
2.2.	Master	

2.3	Owners	
2.4	Managers	
2.5	Charterers	
2.6	Owners' agents	
2.7	Charterers agents	
2.8	Type of vessel	
2.9.1	Type of holds	
2.9.2	No. of holds	
2.10.1	Type of hatch covers	
2.10.2	No. of hatches	
2.11.1	Type of cargo gear	
2.11.2	Number of gear	
2.11.3	SWL of cargo gear	
2.12	Type of hold ventilation	
2.13	Built (year & country)	
2.14.1	Gross tonnage	
2.14.2	Net tonnage	
2.14.3	Summer deadweight	
2.15.1	Length over all	

2.15.2	Breadth moulded	
2.15.3	Depth moulded	
2.16	Port of registry	
2.17	Classification society	
2.18	P&I	
2.19	Previous cargo	
2.20	Cargo before previous one	
2.21	Cleaning of holds <i>(detailed description of how holds were cleaned according to information received from the Ship's Command) :</i>	
2.22	Comments	

3. PORT(S) OF LOADING

In case the surveyor has received from us, a copy of our completely filled in load survey report prior to starting his survey on board, then section 3 should not be filled in by him. He should just refer to our reference number of the load report that he received.

If no such copy has been received, this section has to be filled in basis the information from the ship's command.

See our load report ref.	
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3.1. FIRST PORT OF LOADING

Port name	
Country	

3.1.1. PRE-SHIPMENT SURVEY

From the Ship's Command, the following information was received concerning the pre-shipment condition of the goods in question loaded in this first port of loading, and the remarks inserted in the relevant Mate's Receipts and / or Bills of Lading:

3.1.1	B/L or M/R No.			
3.1.1.1	Description of the goods			
3.1.1.2	No of coils, bundles, etc.			
3.1.1.3	Total weight (gross / net)			
3.1.1.4	Pre-shipment storage			
3.1.1.5	Pre-shipment remarks concerning condition of the cargo:			
3.1.1.6	Cargo in a normal, usual condition, free of any significant damage	YES	NO	
3.1.1.7	Packed material free of any signs of wetting	N/A	YES	NO
3.1.1.8	SN-tests carried out	YES	NO	

3.1.1.9	Negative reaction to SN-tests	YES	NO
3.1.1.10	Comments		

In case of more than one consignment, use separate table per B/L or M/R.

3.1.2. LOADING OPERATIONS

From the Ship's Command, the following information was received concerning the loading operations in this first port of loading:

3.1.2.1	Location of loading berth		
3.1.2.2	Local stevedores		
3.1.2.3	Tally company		
3.1.2.4	Date & time vessel berthed		
3.1.2.5	Date & time loading commenced		
3.1.2.6	Description of the loading operations (method, equipment used, etc.):		
3.1.2.7	Stevedore damages caused	YES	NO
3.1.2.8	Description of stevedore damages:		

3.1.2.9	Date(s) & period(s) during which cargo in question was loaded	
3.1.2.10	Weather conditions during loading	
3.1.2.11	Rain stoppages and protective actions taken during such wet weather	
3.1.2.12	Average ambient temperature during day time	
3.1.2.13	Average ambient temperature during night time	
3.1.2.14	Date & time loading completed	
3.1.2.15	Date & time lashing completed	
3.1.2.16	Date & time vessel sailed	
3.1.2.17	Comments (if any)	

If more than one load port, report under separate section starting from 3.2.

4. SEA-PASSAGE

From the ship's command the following information was received concerning the sea-passage:

4.1	From (port / country / date)	
4.2	To (port / country / date)	

4.3	Weather conditions during the sea-passage	
Did the vessel encounter adverse weather conditions?		Yes No
If yes, give details about these adverse weather conditions and also about the actions undertaken by the ship's command to reduce the risk on damage to the cargo an/or the vessel during these periods of adverse weather:		
Was a sea-protest issued?		Yes No
4.4	Ventilation of the cargo holds during the sea-passage	
Where the cargo holds ventilated during the voyage?		Yes No
Describe the ventilation of the holds carried out during the sea-passage and provide relevant data about the temperatures encountered / measured:		
4.5. Comments (if any):		

5. WITNESSING OPENING HATCHES (WHO)

In case of any damage or anomaly noticed during the WHO-survey, immediately write a letter of protest to the Master/Owners and/or their agents, and invite them for a joint survey. Also immediately inform DP SURVEY GROUP by phone (+32 479 99 50 06).

5.1	Date / time WHO		
5.2	Start of discharge		
5.3. Comments (if any):			
5.4	<u>HOLD NO. 1</u>		
Indications that the cargo shifted in this hold?		Yes	No
Signs of sea-water ingress via the hatch covers?		Yes	No

Signs of cargo sweat and/or hold sweat?		Yes	No
Findings			
5.5	<u>HOLD NO. 2</u>		
Indications that the cargo shifted in this hold?		Yes	No
Signs of sea-water ingress via the hatch covers?		Yes	No
Signs of cargo sweat and/or hold sweat?		Yes	No
Findings			
5.6	<u>HOLD NO. 3</u>		
Indications that the cargo shifted in this hold?		Yes	No
Signs of sea-water ingress via the hatch covers?		Yes	No
Signs of cargo sweat and/or hold sweat?		Yes	No
Findings			
5.7	<u>HOLD NO. 4</u>		
Indications that the cargo shifted in this hold?		Yes	No
Signs of sea-water ingress via the hatch covers?		Yes	No
Signs of cargo sweat and/or hold sweat?		Yes	No
Findings			
5.8	<u>HOLD NO. 5</u>		
Indications that the cargo shifted in this hold?		Yes	No
Signs of sea-water ingress via the hatch covers?		Yes	No
Signs of cargo sweat and/or hold sweat?		Yes	No
Findings			

6. DISCHARGE OPERATIONS

When during the witnessing opening hatches survey, nothing abnormal was noticed, the surveyor does not have to stay during the complete discharge operations. In such cases, he has to supervise the discharge by making one short visit on board the vessel, each day of the discharge, and he has to carry out a final inspection of the cargo upon or shortly after completion of the discharge operations. Under no circumstances, fees and expenses for full attendance during the discharge operations will be paid by us, unless the surveyor has first obtained confirmation from DPS to do this.

In case of any damage or anomaly noticed during these visits during discharge, immediately write a letter of protest to the Master/Owners, their agents and/or the local stevedores (in case of stevedore damage), and invite them for a joint survey. Also immediately inform DP SURVEY GROUP by phone (+32 479 99 50 06).

When during the witnessing opening hatches survey, something abnormal was noticed, the surveyor has to inform immediately DP SURVEY GROUP by phone (+32 479 99 50 06) and ask for further detailed instructions concerning attendance during complete discharge operations or not.

The surveyor should also verify that the cargo is properly and safely stored after discharge. For packed material, this means that the cargo should be properly stored in a closed, covered warehouse. Storage under tarpaulins in the open at the discharge berth, is not acceptable. In such case the surveyor has to inform immediately DP SURVEY GROUP by phone (+32 479 99 50 06).

For unpacked material that is stored in the open / uncovered at the discharge berth, the surveyor should verify that the storage area is clean and without any remnants of, for instance, bulk cargoes that can contaminate the steel cargo. In case that bulk cargoes are stored in uncovered stock piles, close to the steel cargo, or in case bulk cargoes are handled, loaded or discharged at the same discharge berth as the steel cargo, the surveyor has to inform immediately DP SURVEY GROUP by phone (+32 479 99 50 06).

6.1	Location of discharge berth	
6.2	Local stevedores	
6.3	Tally company	
6.4	Date & time vessel berthed	

6.5	Date & time discharge commenced		
6.6	Description of the discharge operations (method, equipment used, etc.):		
6.7	Stevedore damages caused	YES	NO
6.8	Description of stevedore damages:		
6.9	Date(s) & period(s) during which cargo was discharged		
6.10	Weather conditions during discharge		
6.11	Rain stoppages and protective actions taken during such wet weather		
6.12	Average ambient temperature during day time		
6.13	Average ambient temperature during night time		
6.14	Date & time discharge completed		
6.15	Date & time vessel sailed		

6.16	Comments (if any)	
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7. OUTTURN CONDITION OF THE CARGO AT THE DISCHARGE PORT

After discharge, the goods were carefully inspected by our attending surveyor. Details as follows:

7.1	B/L or M/R No.				
7.1.1	Shippers				
7.1.2	Forwarding agents				
7.1.3	Consignee				
7.1.4	Notify party				
7.1.5.	Description of the goods				
7.1.6	No of coils, bundles, etc.				
7.1.7	Total weight (gross / net)				
7.1.8	Max./min weight per unit				
7.1.9	Description of packing and securing of the packing:				
7.1.10.1	After discharge storage				
7.1.10.2	Packed material stored in a closed, covered warehouse or directly loaded on covered trailers, wagons or barges	<table border="1" style="width: 100%; text-align: center;"> <tr> <td style="width: 33%;">N/A</td> <td style="width: 33%;">YES</td> <td style="width: 33%;">NO</td> </tr> </table>	N/A	YES	NO
N/A	YES	NO			

7.1.10.3	Unpacked material stored in the open / uncovered at a clean berth where NO bulk cargoes are stored and/or handled close to the steel cargo	N/A	YES	NO
7.1.11	Condition of the cargo. <i>Detailed description of the exact condition of the cargo, clearly describing the rust condition if any, using addendum 1 for rust-clauses, and also the physical condition of the material and/or the packing. This is the most important section of this whole report and should therefore be also as detailed as possible. As much as possible specific reference should be made to individual coils, packages, bundles, by quoting the package/bundle or coil number.</i>			
7.1.12	Cargo in a normal, usual condition, free of any major damage?	YES	NO	
7.1.13	Cargo in same condition as marked on the shipping documents (B/L or M/R)?	YES	NO	
7.1.14	Packed material free of any signs of wetting and stored in a properly covered warehouse after discharge?	N/A	YES	NO
7.1.15	SN-tests carried out	YES	NO	
7.1.16	Negative reaction to SN-tests	YES	NO	
7.1.17	Comments (if NO above, comment in detail)			

Note:

In case of any damage or anomaly noticed during the outturn survey after completion of the discharge operations, immediately write a letter of protest to the Master / Owners of the vessel, their agents, and/or the local stevedores, and invite them for joint survey. Also immediately inform DP SURVEY GROUP by phone (+32 479 99 50 06).

The surveyor should also verify that the cargo is properly and safely stored after discharge.

For packed material, this means that the cargo should be properly stored in a closed, covered warehouse or directly loaded onto covered barges, trailers, trucks or railway wagons. When packed material is stored in any other way, DP SURVEY GROUP is to be contacted immediately by phone (+32 479 99 50 06 or +32 3 295 10 50). Storage under tarpaulins in the open at the discharge berth, is not acceptable. In such case the surveyor has to inform immediately DP SURVEY GROUP by phone (+32 479 99 50 06).

For unpacked material that is stored in the open / uncovered at the discharge berth, the surveyor should verify that the storage area is clean and without any remnants of, for instance, bulk cargoes that can contaminate the steel cargo. In case that bulk cargoes are stored in uncovered stock piles, close to the steel cargo, or in case bulk cargoes are handled, loaded or discharged at the same discharge berth as the steel cargo, the surveyor has to inform immediately DP SURVEY GROUP by phone (+32 479 99 50 06).

8. CONSIDERATIONS ABOUT THE CAUSE OF THE DAMAGE

Considerations from the attending surveyor concerning the outturn condition of this cargo and/or the cause and circumstances of damage to this cargo:

9. LIST OF ENCLOSURES

Copies of stevedore damage reports to the cargo issued by the Ship's Command or by the attending surveyor(s), plus copies of all letters of protest issued by the Ship's Command or by the attending surveyor(s) should be enclosed.

No.	Item

10. LIST OF PICTURES

No.	Description <i>(number the pictures one by one, state as much as possible when and where exactly the picture was taken, Lot, M/r or B/l involved, and what is exactly shown on the pictures)</i>

Remember that you have full authority to undertake all necessary steps to warrant the welfare of this cargo and must inform us immediately by phone (+32 479 99 50 06 or +32 3 295 10 50) in case you detect any discrepancies on the material and/or the ship.

Your detailed reporting including digital photographs, all enclosures, your invoice and a detailed breakdown of your invoice, should be on our desk in our Antwerp office no later than 72 hours after completion of all discharge operations. This information should be sent as much as possible by e-mail or otherwise by fax and/or express courier services.

Your reporting is in English. Therefore please use the English method for writing figures. One thousand should be written as 1,000 and one ton and 250 kg as 1.250 tons. So one thousand tons and 250 kg should be written as 1,000.250 tons.

Company names should be written in capital letters as well as the name of the vessel. Names of towns and countries should be written as for instance Milan, Italy. This is to issue uniform reports.

Our reference number should also be properly filled in the header of each page.

When you sent us your final report, all text in Italic and blue which is stated in this standard report form should be removed, as these are only guidelines or the surveyors and their offices.

This report is drawn up to the best of our knowledge, true and correct and without prejudice to our principal's liability, reserving the right to extend it when and where required.

DP SURVEY GROUP N.V.
Willem VAN RENTERGHEM
Claims Coordinator

DP SURVEY GROUP N.V.
...
Surveyor

ADDENDUM 1 – RUST CLAUSES

1. **Partly rust stained (PRS)**

Fine powdery rust covering less than 75 % of the surface. Light tan to light brown in colour and easily removed by rubbing, scraping or wire brushing to reveal a smooth steel surface. The remained of the surface may still have blue mill scale attached.

Normally this condition is acceptable for unprotected, hot rolled steel, but not for packed material.

In case packing of protected material is PRS, DPS is to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

2. **Rust stained (RS)**

Fine powdery rust covering more than 75 % of the surface. Light tan to light brown in colour and easily removed by rubbing, scraping or wire brushing to reveal a smooth steel surface.

Normally this condition is acceptable for unprotected, hot rolled steel, but not for packed material.

In case packing of protected material is RS, DPS is to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

3. **Partly rusty**

Steel affected by brown to heavy dark brown rust covering less than 75 % of the surface. A slightly uneven and dull steel surface is revealed when the rust is removed by wire brushing.

DPS to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

4. **Rusty**

Steel affected by brown to heavy dark brown rust covering more than 75 % of the surface. A slightly uneven and dull steel surface is revealed when the rust is removed by wire brushing.

DPS to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

5. **Rust with pitting**

Steel affected by brown to heavy dark brown rust covering more than 75 % of the surface. Pitting of the steel surface is revealed when the rust is removed by wire brushing.

DPS to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

6. **Packing galvanising dull**

Zinc coating of packing losing lustre as a result of early oxidation.

7. **Galvanised packing affected by white oxidation marks**

Zinc coating of packing losing lustre and etched with white-coloured oxidation marks.

DPS to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).

8. **Galvanised packing affected by white rust**

Zinc coating of packing heavily oxidated and covered in voluminous white-coloured rust.

DPS to be informed immediately (+32 479 99 50 06 or +32 3 295 10 50).