



International loss adjusters & surveyors

STEEL LOAD SURVEY

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

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Cargo shipped in a normal condition, without any major damage or anomalies	YES	NO
In case of NO above, comments if any, with reference to relevant report sections		

1. GENERAL INFORMATION ABOUT THE SURVEY

1.1	Name of vessel	
1.2	Port of survey / country	
1.3	Period of survey	
1.4	Type of cargo to be loaded	
1.5	Total quantity	
1.6	Destination(s) (port/country)	
1.7.1	Principals	
1.7.2	Principals Ref.	
1.8	DPS Ref.	
1.9.1	Name of surveyor	
1.9.2	Company / place / country	
1.9.3	Reference number	
1.9.4	Date of report	
1.10	Comments (if any)	

2. INFORMATION ABOUT THE 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 – holds must be washed with fresh water – in case of doubts, carry out silver nitrate test (SN-test))</i>		
2.22	Holds fully fit & ready to load steel cargo as per surveyor's own survey?	YES	NO
2.23	SN-tests done in holds and negative result?	YES	NO
	<i>If NO above: (1) the Master should be informed in writing and requested to rectify the situation prior to loading (see addendum 1) and (2) DP SURVEY GROUP should be immediately contacted by phone to discuss the situation (+32 479 99 50 06 or +32 3 295 10 50).</i>		
2.24	Comments (if any)		

3. WEATHER TIGHTNESS OF THE VESSEL'S HATCH COVERS

Testing of the weather tightness of the hatch covers has to be carried out with fully satisfactory results before loading starts. See also letters of STEMCOR or EUROSTEEL sent to you in case these traders are involved. In case same is for one reason or another not possible, then DP SURVEY GROUP should be immediately contacted by phone to discuss the situation (+32 479 99 50 06 or +32 3 295 10 50). The exact reason is to be described in section 3.1.3. If the Ship's Command does not allow a test of the hatch covers then a written protest is to be handed over to them concerning this matter.

Testing of the hatch covers should be carried out without the presence of any tape on the joints and without the presence of any tarpaulins unless the hatch cover system consists as per construction of steel pontoons with tarpaulins and wedges. Sealing of hatch covers with Ramnek tape, foam or covering of hatch covers with tarpaulins can never be considered as an acceptable solution for leakages.

3.1	<u>Test of the weather tightness of the hatch covers and hold access openings</u>		
3.1.1.	Method	HOSE TEST	ULTRASONIC TEST
3.1.2.	Leakages found	YES	NO
	<p><i>If YES above: (1) Include one drawing (top view) of each hatch with leakages and mark the positions of the leakages found with an X as per addendum No. 2, (2) Inform the Master in writing and request him to rectify the situation prior to start loading (see addendum 1), (3) Contact DP SURVEY GROUP immediately by phone to discuss the situation (+32 479 99 50 06 or +32 3 295 10 50), (4) Follow-up repairs and re-test the hatches after repairs and before loading starts.</i></p>		
3.1.3.	Additional comments if any		
3.2.	<u>Visual inspection of the hatch covers and hold access openings</u>		
3.2.1.	Panels	GOOD	NOT GOOD
3.2.2.	Coamings	GOOD	NOT GOOD
3.2.3.	Rubber gaskets	GOOD	NOT GOOD
3.2.4.	Compression bars	GOOD	NOT GOOD
3.2.5.	Drain channels and drain pipes/valves	GOOD	NOT GOOD
3.2.6.	Securing devices/cleats	GOOD	NOT GOOD
3.2.7.	Leakage traces on the inside of the coamings	YES	NO

3.2.8.	Remnants of Ramnek tape on panels	YES	NO
3.2.9	If some of the above items are NOT GOOD or YES, list defects below, and give additional comments, if any:		
	<p><i>If some of the above items are NOT GOOD: (1) Inform the Master in writing and request him to rectify the situation prior to start loading (see addendum 1), (2) Contact DP SURVEY GROUP immediately by phone to discuss the situation (+32 479 99 50 06 or +32 3 295 10 50), (3) Follow-up repairs and re-test the hatches after repairs.</i></p>		
3.2.10	Conclusion		
	The surveyor confirms that, based on his findings at time of survey, the hatch covers were to be considered as weather tight.		

Important Note:

As said already above, loading should not start unless the weather tightness of the hatches has been fully tested by ultrasonic means and/or a hose test and this with fully satisfactory results - so without any leakages.

In case of any leakage, the latter should be properly repaired without the use of RAMNEK, foam or temporarily tarpaulins, and re-tested with fully satisfactory results, all before loading starts.

In case for one reason or another loading would anyhow have started before repairs of the leakages were carried out, then the surveyor should ensure that the repairs are properly completed and re-tested before the vessel sails from the loading port. In case of loaded holds, re-testing should be done by ultrasonic means. If such means are not available, the matter should be discussed with DPS.

When the repairs are not carried out and re-tested prior to completion of the loading operations, the surveyor should inform DPS by phone about this, well in advance of the sailing of the vessel, so that the necessary measures to prevent the vessel from sailing with leaking hatches, can still be taken.

We simply do not want a vessel with our cargo on board at sea with leaking hatches. It is our task to prevent this!

Repairs with foam or RAMNEK tape cannot be considered as proper repairs. These can only be considered as an extra precaution after completion of proper repairs.

4. PRE-SHIPMENT SURVEY ON THE CARGO

Per Bill of Lading or Mate's Receipt, the actual goods should be fully described, stating in detail, all relevant cargo particulars, the parties involved, the type of packing (if any) and the method of securing of the goods and/or the packing.

In case more than one Bill of Lading or Mate's Receipt is to be shipped, please report details of other Bills of Lading or Mate's Receipts in separate tables under section 4.2, etc.

The parcels of cargo should be surveyed prior to shipment, thereby noting the surface and rust condition of these goods, as well as any physical/mechanical damage apparent at the time. The condition of the cargo should be described in detail below, supported by sufficient clear pictures. Whenever necessary, reference should be made to specific marks and numbers making it possible to identify the units in question (specific coils numbers, bundle numbers, etc. of affected goods).

When prior to shipment, the condition of these steel parcels was found to be abnormal / unusual for this type of steel, or when any damage was noticed to these goods, DP SURVEY GROUP has to be immediately contacted by phone (+32 479 99 50 06 or +32 3 295 10 50). Such goods should not be loaded unless DP SURVEY GROUP has given strict instructions to do so.

This is in particular the case for any packed material that is found to be affected by any signs of wetting, any signs of rust or corrosion, even if this is only on the packing and possibly not yet affecting the content. In such circumstances, call DP SURVEY GROUP immediately. Packed material should only be shipped when the packing is in a completely sound condition, without any signs of wetting, unless otherwise advised by us.

For what concerns the rust condition, we refer to addendum 3 with the relevant rust-clauses to be used. No other rust-clauses should be used unless the surveyor has a specific reason for this.

In case of rust, silver nitrate tests (SN-tests) have always to be carried out and the result should be reported below. In case of a positive reaction to SN-tests, DP SURVEY GROUP has to be immediately contacted by phone (+32 479 99 50 06 or +32 3 295 10 50).

For what concerns the pre-shipment storage of the cargo, the following abbreviations can be used, whenever appropriate:

- (UB) Goods stored in the open / uncovered at the loading berth.
- (CB) Goods stored in the open at the loading berth, but properly covered / protected.
- (P) Goods stored underneath a penthouse / open shed, close to the loading area.

- (W) Goods stored in a closed warehouse, close to the loading area.
- (UL) Goods directly loaded from uncovered barges.
- (CL) Goods directly loaded from covered barges.
- (UT) Goods directly loaded from open, uncovered trailers / trucks, or railway wagons.
- (CT) Goods directly loaded from covered trailers / trucks, or railway wagons.

Prior to shipment, packed material should always be stored in closed warehouses, or directly loaded from covered barges, trailers, trucks or railway wagons. When packed material is stored in any other way (for instance stored under tarpaulins), DP SURVEY GROUP is to be contacted immediately by phone (+32 479 99 50 06 or +32 3 295 10 50).

If possible, the surveyor should also try to obtain information about how long the cargo was already stored in such pre-shipment conditions prior to loading (e.g. cargo produced 4 months before loading and delivered to the port up to 2 months before loading).

4.1	B/L or M/R No. / Destination	
4.1.1	Shippers	
4.1.2	Forwarding agents	
4.1.3	Consignee	
4.1.4	Notify party	
4.1.5.	Description of the goods	
4.1.6	No of units, coils, bundles, etc.	
4.1.7	Total weight (gross / net)	
4.1.8	Max./min weight per unit	
4.1.9	Description of the packing <i>(type, material used, etc.) if applicable, and the securing of the bundles, coils, packing, etc.</i>	

4.1.10	Pre-shipment storage			
4.1.11	Period of pre-shipment storage			
4.1.12	Condition of the cargo. <i>Detailed description of the exact condition of the cargo, clearly describing the <u>rust condition</u> if any, using addendum 3 for rust-clauses, and also the <u>physical condition / physical or mechanical damage</u> 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>			
4.1.13	Cargo in a normal, usual condition, without any major damage?	YES	NO	
4.1.14	Packed material without any signs of wetting / water / rust / corrosion?	N/A	YES	NO
4.1.15	SN-tests carried out	YES	NO	
4.1.16	Negative reaction to SN-tests	YES	NO	
4.1.17	Comments if any			
	<i>In case of NO on one of the above questions, DP SURVEY GROUP to be called immediately by phone to discuss the matter (+32 479 99 50 06 or +32 3 295 10 50).</i>			

5. SPOT CHECKS DURING THE LOADING OPERATIONS

During the course of the loading operations, the surveyor should attend at regular occasions at the loading berth and on board the vessel to carry out spot checks of the loading operations, to ensure that loading is done in a proper and a professional way.

In case of more than one loading berth in the port in question, these details should be reported in a separate table under section 5.2, etc.

Whenever the attending surveyor notices during his visits at the loading berth, any stevedore damages being caused by improper or careless handling of the stevedores, he should immediately try to rectify this matter, and inform the local stevedores in writing about the damages in question. Also DP SURVEY GROUP should be immediately informed about this (+32 479 99 50 06 or +32 3 295 10 50). If the Master has issued any stevedore damage reports, the latter should be attached to this report.

Under no circumstances the surveyor has to stay present during the complete loading operation, unless there are specific reasons for this and the surveyor has received explicit approval from DPS to do so. When such an approval has not been obtained in advance, additional survey fees and expenses related to this presence during the complete loading will not be paid.

After completion of loading, all unpacked material is in general to be properly covered with plastic sheets of per explicit required of the traders STEMCOR and EUROSTEEL (only valid when these traders are involved).

5.1	Location of loading berth		
5.2	Local stevedores		
5.3	Tally company		
5.4	Date & time vessel berthed		
5.5	Date & time loading commenced		
5.6	Description of the loading operations, <i>including detailed description of the material used for loading, lifting, stowage, etc.</i>		
5.7	Stevedore damages caused	YES	NO

5.8	Description of stevedore damages if YES above (<i>Letter of Protest to be issued</i>)	
5.9	Date(s) & period(s) during which cargo in question was loaded	
5.10	Weather conditions during loading	
5.11	Rain stoppages and protective actions taken during such wet weather	
5.12	Average ambient temperature during day time	
5.13	Average ambient temperature during night time	
5.14	Date & time loading completed	
5.15	Date & time lashing completed	
5.16	Date & time vessel sailed	
5.17	Comments (if any)	

6. STOWAGE, LASHING AND SECURING SURVEY

The attending surveyor should verify the stowage, lashing and securing of the cargo. The attending surveyor should confirm in this report that stowage, lashing and securing was carried out to his entire satisfaction.

If this is not the case, he should in due time inform the Ship's Command in writing about this, with a request to rectify the situation, and immediately inform DP SURVEY GROUP (+32 479 99 50 06 or +32 3 295 10 50).

(1) After completion of loading, all unpacked material is in general to be properly covered with plastic sheets of per explicit required of the traders STEMCOR and EUROSTEEL (only valid when these traders are involved).

(2) Please ensure that for cargo with destination UK the dunnage and other timber used is bark free and for cargo with destination the USA is in line with the requirements of the USDA.

Hold No.	Description of stowage, lashing and securing		
Conclusion	The surveyor confirms that all steel cargo in question has been stowed, lashed and secured to his entire satisfaction to ensure a normal sea-passage of this cargo (unless abnormal, exceptional conditions would be encountered).		
Unpacked material covered with plastic sheets (1)	N/A	YES	NO
Bark free dunnage & timber or as per USDA (2)	N/A	YES	NO

7. REMARKS INSERTED IN THE MATE'S RECEIPTS AND/OR B's/L

The attending surveyor should normally not intervene with the remarks inserted by the Ship's Command in the relevant shipping documents (M/R's or B's/L). However, it is advisable that the attending surveyor liaises with the Ship's Command to see which clauses they intend to insert. In case the clauses of the Ship's Command or their surveyors would not be in line with his own findings, the attending surveyor should immediately contact DP SURVEY GROUP (+32 479 99 50 06 or +32 3 295 10 50).

<u>B/L or M/R</u>	<u>Pre-shipment remarks</u>

8. ROTATION / SCHEDULE OF THE VESSEL

The attending surveyor should obtain from the Master or the ship's agents, a clear overview of the voyage in question, intermediate ports, ETA at the discharge port, etc.

<u>Port</u>	<u>Country</u>	<u>ETA</u>

9. LIST OF ENCLOSURES

If possible, the attending surveyor should obtain copies of the following enclosures: Mate's Receipts, Bills of Lading, Packing Lists, Statement of Facts, Stowage Plan, Stevedore Damage Reports, Protest Letters, etc. He should also add addendum 1 & 2, properly signed by the Master, to the enclosures, if used during his survey.

<u>No.</u>	<u>Item</u>

10. LIST OF PICTURES

In case of none anomalies and in case everything was normal (vessel & cargo in good condition, no stevedore damages during loading, all cargo properly stowed, etc.), maximum 10 pictures in total are to be forwarded to us, showing general condition of vessel (general view only), and general condition of cargo prior to and after loading, lashing & securing. Other pictures should be kept in the file of the surveyor, for future reference whenever necessary.

In case of something special, problems, etc., it is up to the attending surveyor to judge upon the number of pictures to be inserted in this report.

<u>No.</u>	<u>Description (mention as much as possible Lot, M/r or B/l involved)</u>

IMPORTANT REMARKS FOR SURVEYORS

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.

*Taking pictures and reporting later on is one thing, but **the most important stays your immediate action / intervention whenever necessary and the fact that you immediately call us by phone (+32 479 99 50 06 or +32 3 295 10 50) in the event of any problem with your survey, the vessel and / or the cargo.***

***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 or three working days 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.*

Once you have sent all the above information by e-mail and/or fax, you only have to send us a hard copy of your invoice, this for accountancy purposes. No hard copies of your report are required.

In case of none anomalies and in case everything was normal (vessel & cargo in good condition, no stevedore damages during loading, all cargo properly stowed, etc.), maximum 10 pictures in total are to be forwarded to us, showing general condition of vessel (general view only), and general condition of cargo prior to and after loading, lashing & securing. Other pictures should be kept in the file of the surveyor, for future reference whenever necessary.

In case of something special, problems, etc., it is up to the attending surveyor to judge upon the number of pictures to be inserted in this report.

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 1.25 ton. So one thousand tons and 250 kg should be written as 1,000.25 ton.

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 on the header of each page.

When you send us your final report, all text in Italic & 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 NO. 1

LIST OF DEFECTS AND RECOMMENDATIONS

Numbered list of defects and recommendations in accordance with addendum No. 1 to be issued immediately after the survey, including drawings of hatches with leakages (see addendum No. 2). List to be dated, signed by surveyor and Master, and copy of list to be handed over to the Master.

<i>To the Master of the vessel</i>	
<i>Port</i>	
<i>Date</i>	

We have today completed a survey of your vessel. During this survey, the following defects have been found:

<i>No.</i>	<i>Defect</i>	<i>Required action</i>

Signed

SURVEYOR

MASTER

ADDENDUM NO. 2

HATCH NO. ...

FORWARD

(draw correct number of panels per hatch inside this rectangle and number the panels from forward to aft)

PORT

STARBOARD

AFT

X: POSITIONS OF LEAKAGE

SIGNATURE OF MASTER

SIGNATURE OF SURVEYOR

ADDENDUM 3 – 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).