

Date and Place Log Book Opened
To run concurrent with the Official Log Book.

Total Number of Pages in each Section when Official Log Book (Passenger Ships) is closed and submitted to the Isle of Man Ship Registry.		
Section	Total Number of Pages	Master's Signature
Cover Page	2 (inc this page)	
1	1	
2		
3		
4	1	
5		
6		

Date and Place Log Book Closed
Not to exceed 12 months from the date of opening.

When the Official Log Book is closed the Official Log Book must be kept on board the ship and made available for inspection for a period of 3 years from the date of closure.

Completing the Official Log Book (Passenger Ships) – Summary

Official Log Book (Passenger Ships)

The Official Log Book (Passenger Ships) must be completed only by masters of passenger ships in loose leaf format only (OLBPAX-LL) in addition to completing the Official Log Book. Masters of passenger ships are not required to complete sections 5 and 6 of the Official Log Book.

The Official Log Book (Passenger Ships) consists of the following sections:

Section 1 – Doors, Openings and Other Devices

Section 2 – Watertight Door Drills

Section 3 – Inspections of Watertight Doors, Devices and Valves

Section 4 – Load Line and Depth of Loading

Section 5 – Departures And Arrivals, Draught, Freeboard and Stability

Section 6 – Opening and Closing of Doors, Plates etc and Closing Accesses Below the Bulkhead Deck

OLBPAX-LL pages must be printed and completed in handwriting – completion electronically is not permitted.

Making, signing and witnessing entries

All entries and signatures must:

- a) be completed in English;
- b) be made in accordance with Chapter 3 of Manx Shipping Notice 004;
- c) be signed and counter-signed by the signatories stated in Chapter 3 of Manx Shipping Notice 004. Where a counter-signature is required the counter-signing seafarer cannot be the same person as the signatory;
- d) be made as soon as is practicable after the occurrence to which the entry relates, unless specified otherwise in Chapter 3 of Manx Shipping Notice 004; and
- e) be true and not deliberately false or misleading.

Annexes to the Official Log Book

If an entry cannot be contained within the Official Log Book by reason of its length or any other reason, it may be contained in a separate document annexed to and referred to, by an entry in the narrative section (Section 8). Entries in an annexed document are part of the Official Log Book and must be signed in accordance with the requirements of Chapters 3 of Manx Shipping Notice 004. Any document annexed to the Official Log Book must be delivered to the Isle of Man Ship Registry when the Official Log Book is closed.

Multiple Official Log Books and List of Crew

Only one Official Log Book, Official Log Book (Passenger Ships) and List of Crew may be used at any time. Multiple Official Log Books or Lists of Crew are not permitted.

Amendments and Cancellations

When completing the Official Log Book any amendment or cancellation of an entry may only be made by crossing out the erroneous entry (so as not to obscure the original entry), signing and making a further entry, i.e. ~~for example~~ *pp* for example. If the master needs to amend, cancel or supplement an existing entry after delivering the Official Log Book to the Isle of Man Ship Registry then an application must be made to the Isle of Man Ship Registry.

Closing and delivery of the Official Log Book

The Official Log Book, Official Log Book (Passenger Ships) and List of Crew must be closed when:

1. the official log book has been open for a period not exceeding 12 months; or
2. the ship deregisters from the Isle of Man Ship Registry.

When the Official Log Book is officially closed by the master the following documents must be kept on board and made available for inspection for a period of 3 years from the date of its closure. If requested by the Ship Registry, the official log book must be sent to the Ship Registry within 3 months of the date of the request.

- Official Log Book
- Official Log Book (Passenger Ships) if applicable
- Any document annexed to the Official Log Book

When the Official Log Book and List of Crew are closed a new Isle of Man Official Log Book and List of Crew must be opened on the same day.

Loss of the Official Log Book

If any part of the Official Log Book, Official Log Book (Passenger Ships) and List of Crew is lost the master must open a new Official Log Book, Official Log Book (Passenger Ships) and List of Crew and make a written statement of the circumstances and any steps for its recovery. The statement must be counter-signed by another officer. The master must also inform the Isle of Man Ship Registry as soon as practicable.

For further information, contact details, forms, Regulations, Manx Shipping Notices (MSN), Maritime Labour Notices (MLN), Registry Advice Notes (RAN), IOMOLB-LL, OLBPA-X-LL and IOMLOC please refer to the Isle of Man Ship Registry website.

www.iomshipregistry.com

1. Description and location of hinged doors, portable plates, sidescuttles, gangway, cargo and bunkering ports and other openings to be closed before the ship leaves port (SOLAS II-1/22.12) or reference to other document containing this information.

2. Description and location of accesses from the ro-ro deck and vehicle ramps that lead to spaces below the bulkhead deck (SOLAS II-1/23.5) or reference to other document containing this information.

Details of Doors Operating Instructions
(SOLAS II-1/23.2)

Document Reference.....

Instructions posted at location(s):.....

Date Page Completed

Signature of Master

Positions of the Deck Line and Load Lines
 (To be taken from the ship's Load Line Certificate)

Freeboard From Deck Line

Load Line

Tropical.....	mm	(T)	mm above (S)
Summer.....	mm	(S)	Upper edge of line through centre of ring	
Winter.....	mm	(W)	mm below (S)
Winter North Atlantic.....	mm	(WNA)	mm below (S)

Allowance for fresh water for all freeboards other than timber.....mm

The upper edge of the deck line from which these freeboards are measured is:-

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Requirements

1. The above particulars, and particulars of depth of loading as detailed on the following pages, are to be recorded before the ship leaves any dock, wharf, harbour, or other place for the purpose of proceeding to sea.
2. The actual freeboard amidships on each side of the ship is to be measured from the upper edge of the deck line to the surface of the water, when the ship is loaded and ready to leave. The actual "mean" freeboard is the mean of the actual freeboards, port and starboard, measure as indicated above.
3. For any conversion from Imperial to metric units, or vice-versa, an equivalent of 25.4 millimetres to one inch is to be used.
4. Section 5 columns 10-13 need only be completed when the mean freeboard (section 5 column 9) is less than the appropriate salt water freeboard shown on the load line certificate.

Date Page Completed

Signature of Master