

	<p>HEALTH, SAFETY, ENVIRONMENT AND QUALITY MANAGEMENT SYSTEM</p> <p><b>4.28 RIGHTSHIP INSPECTION</b></p> <p>HSE PROCEDURES MANUAL</p>	<p>Sect : 4.28  Page : 1 of 5  Date : 7-Aug-25  Rev : 10.0  Appr : DPA</p>
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## RIGHTSHIP INSPECTION

### 1. OBJECTIVES

The objective of this procedure is to provide instructions for the handling of Rightship inspections on Company vessels.

### 2. RESPONSIBILITIES

The Company staff (as per attached vetting flow chart) are responsible for planning and arranging Rightship inspections on board Company vessels in accordance with the requirements of the Operators / Charterers of the individual vessel and industry guidelines.

The Master is responsible to keep all the seafarers and the vessel prepared for Rightship inspections at all times. The Master is responsible to take or initiate appropriate action in order to close out of any deficiencies raised in an inspection.

### 3. DESCRIPTION

Rightship dry inspections evaluate a ship's condition, quality and the effectiveness of Safety Management System (SMS) implementation, adoption of industry recommendations and best practices, and the health and well-being of seafarers onboard.

These inspections will ensure that a vessel conforms with international regulations and performs in accordance with industry standards and provides charterers, ship managers, terminal operators, and regulatory authorities with a credible and independent assessment of a ship's operation.

Rightship inspections are undertaken by trained and accredited inspectors, who apply a standardised inspection methodology to deliver consistent outcomes.

Outcomes of a Rightship dry inspection reflect the actual condition and standard of operation of a vessel at the time of inspection.

Ranging from '**0**' or '**1**' to '**5**', the **Safety Score** is designed to the vessel to allow benchmarking against the historical operational performance of the world's fleet. This helps shipowners and operators identify areas where safety performance can be improved through better processes and technologies.

A 5 out of 5 indicates best practice attention to safety over the last five years.

A vessel that is rated three stars or higher is automatically Rightship "approved".

For vessels with one or two stars, Rightship will conduct a more detailed review of the vessel, including a physical inspection if necessary.

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Also, Rightship inspection is mandatory for vessels more than 14 years old.

The safety score depends upon, but is not limited to:

- Incidents
- PSC performance
- Certification and compliance status
- Class records (conditions, status)
- DOC performance (ISM)- Scores from other ships in the same company's management.

## 4. TYPES OF INSPECTION

The inspector requires minimum of 14 hours to conduct the inspection (Normal inspection).

However, to assist the process where port time is limited, two new types of Inspection arrangement has been introduced - the Hybrid and the Dual.

### 4.1. The Hybrid Inspection

The dry bulk hybrid inspection is an initiative by Rightship to reduce the amount of time an inspector spent on board of the vessel. Unlike the conventional inspection where all questions are answered during a physical inspection; ship managers can request an advanced review of pre-selected documentation before vessel arrival. These documents have to be provided to Rightship no later than 72 hours (3 days) before vessel arrival.

Hybrid Inspections allow the vessel managers to upload all the documentation to a microsite for review by the Inspector before he boards, leaving just the physical inspection to be completed. This will reduce the onboard time by about 3 hours and minimises the contact between the inspector and the crew and will enable Rightship to perform an inspection despite having a shorter port stay.

### 4.2. Dual Inspections

This could be done in ports with shorter port stay. The dual inspection is similar to the standard one only being performed by two inspectors that will split the questionnaire between themselves and execute different sections. Dual Inspections allow the Inspection task to be divided between two inspectors effectively halving the inspection time.

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## 5. RISQ

The Rightship Dry Bulk Inspections questionnaire (RISQ) is designed as a comprehensive best practice guide, integrating insights from maritime publications, P&I and Class circulars, and IMO, ISO, ILO guidelines and industry codes of practice designed to enhance risk assessment service and support shipowners and managers in improving dry bulk standards beyond compliance. The questionnaire includes the verification of Safety Management System (SMS) effectiveness, ship condition, crew familiarity with the SMS, industry recommendations and best practices.

A guide to inspection is provided for many of the questions in the questionnaire, which will assist the Company and crew in understanding industry expectations.

The Company staff and ship staff shall be familiar with the contents of each section of the RISQ.

The Company has provided guidance for each section which can be found in the SHEQ Dashboard.

## 6. PLANNING FOR INSPECTION

The Company is responsible for planning and arranging Rightship inspections on board the Company vessels in accordance with the requirements of the Operators / Charterers of the individual vessel and industry guidelines. (Refer attached Vetting flow chart)

The Company will plan for inspections well in advance, by submitting a request with a vessel's forward itinerary at least one month prior to the requested inspection date. This will allow for optimal planning and scheduling.

The Master shall be notified regarding the inspection.

### 6.1. On Board Preparation

The Master shall ensure that all the seafarers are made aware of upcoming Rightship inspection, and that appropriate preparation is initiated. Completion of the Pre-Rightship check lists (SHEQ dashboard) shall be reported to the office.

### 6.2. Conducting a Rightship Inspection

The Rightship inspector's general impression of the vessel and its seafarers are of utmost importance and will have vital influence on the final result of Rightship inspection. A Rightship inspector shall at all times be accompanied by a Senior officer as appropriate (Engineer in the engine room and a Deck officer on deck).

Rightship awareness videos are uploaded in ships server and can be accessed via the SMS Dashboard page. The ship staff shall familiarize with the contents of the videos.

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### 6.3. Closing Meeting

The Rightship inspectors will provide the Master with a deficiencies list upon completion of a Rightship inspection. At this stage, it is very important for the Master to ensure that only correct deficiencies are stated on the deficiency list. In most cases, the Master is fully entitled to enter his comments on the deficiency list in a diplomatic manner.

Immediately upon completion of the Rightship inspection, the Master shall forward a copy of deficiency list issued to the Company and also upload the same in CSM.

The Master shall also complete the Rightship inspector feedback form and upload in CSM.

### 6.4. Follow Up and Close Out

The Master shall ensure that all Rightship deficiencies are duly dealt with, within the stated deadline and in line with the agreed action plan. Any assistance required for due close out should be requested through the office.

The initial root cause, corrective and preventive actions shall be prepared by the ship staff.

The process mentioned in the vetting flow chart shall be complied with for the close out of Rightship inspections.

Rightship Inspectors Appraisal Form 4.4.28

This is a company generated form where the Ships Officers complete an assessment of the Inspectors performance aboard. This document is an internal document and is not shared with any third party, without the authors permission. Information gleaned is used by management when booking future inspections.

Appraisals should be honest and constructive, and devoid of personal opinions.

This document is filed with the Close Out of the inspection in CFM.

## 7. DOCUMENTATION AND FILING

The Right ship inspection report, Close out reports including photographs , email communications with Rightship etc shall be filed in CSM/CFM.

## 8. REFERENCES

- RISQ
- SHEQ DASHBOARD
- CSM / CFM