

CHECKLIST FOR SANITARY INSPECTION

1. - IDENTIFICATION				
1.1 – Name of Vessel				
1.2 – IMO:				
1.3 – Name and signature of master or designated officer:				
	YES	NO	N/A	Corrective Action
2. – FOOD				
2.1 – STORAGE OF FOOD – Stores / Pantry / Provisions				
2.1.1 – Good Storage Practice				
Are all products labeled or identified such that their industrial and inspected origins are defined?				
Are the stored products or foodstuffs within the validity established on the packaging and do not present alterations or apparent suspect situations such as bad odor, altered texture, presence of stains, etc?				
2.1.2 – Sanitary - Hygienic Conditions				
Are the raw materials, ingredients and packages stored on pallets, raised platforms or shelves with a minimum necessary spacing required to guarantee adequate ventilation, cleaning and, when the case may be, disinfecting of the area?				
Are the utensils/equipment impermeable, corrosion resistant, easily cleansable and made from non toxic material in an adequate state of maintenance and functioning? Do the doors have automatic closing appliances?				
Is the area well illuminated, with adequate drainage and ventilation?				
Are the flooring, bulkheads, deckheads, doors and frames without accumulated dirt and is the area well cleaned?				
2.1.3 – Food Safety				
Are the food products protected from contamination and identified with, at				

least, the following information: product name, manufacturer and validity expiration date?				
Do the cold storage chambers have visible thermometers and are they functioning adequately?				
Is the food temperature in accordance with the manufacturer's recommendations? Is the storage temperature monitored on a regular basis and recorded (records available for perusal by competent authority)?				
Are the products or foodstuffs placed in an organized manner and, if possible, separated by type or group such as: vegetables x meats x fish x cold products x ready for consumption?				
2.2 – GALLEY				
2.2.1 – Personal hygiene and health of food handlers				
Adequate personal cleanliness: Are hands clean, nails short, (no varnish, no rings, bracelets, ear rings, etc)? Are food handlers without beards or using a mask, with hair covered?				
Safe hygienic habits: Are hands well cleaned before handling food, especially after any interruptions or after using bathrooms?				
Do food handlers practice acts that might contaminate food such as manipulate money, garbage bin covers* , dirty objects, etc.?				
Does the vessel have posters showing food handlers the correct way to clean hands and other hygienic habits, affixed at appropriate locations?				
Use of Protective Clothing: Are butcher gloves, thermal overalls, and/or thermal protection gloves used?				
Are exclusive changing rooms for the production area clean and maintained?				

Is there an absence of skin problems, wounds and festering; absence of symptoms related to respiratory, gastrointestinal and ocular infections?				
Is periodic supervision of the state of health of the food handlers carried out?				
Are there records of tests carried out.				
3.2.2 – Potable Water Supply				
Is there available flowing water, preferably hot and cold?				
Are the taps clean and maintained?				
Is there water on offer within required standards for potable water?				
Are there lavatories in full working conditions with hygienic automatic activation and supplied with inodorous antiseptic liquid soap and paper towels?				
3.2.3 – Galley Waste Management				
Are the garbage bins made of easily cleaned and transported material, clean and identified for the type of residue?				
Are the garbage bins lined with resistant plastic bags?				
Are the residues frequently removed from the galley thus avoiding becoming a source of contamination?				
3.2.4 – Cleanliness and Disinfection of the Galley				
Are there written procedures available for the relevant crew on duty?				
Are the hygiene products labeled and stored in exclusive storage or a safe place?				
Are the hygiene products used as per manufacturer recommendations (time of contact and method of use/application, etc...)?				
3.2.5 – Food preparation				
Is the food production line appropriate to minimize the risk of				

cross contamination (separation of clean and soiled areas)?				
Are extraneous, decomposed or toxic materials (cardboard boxes, plastic bags, brooms, rags, etc. or any other object that has not been or cannot be properly cleaned) absent from the galley?				
Are the fruit, vegetables and greeneries cleaned before preparation or placed for consumption? Are the cleaning materials labeled, within their validity period and used as per manufacturer's instructions?				
3.2.6 – Hygienic – Sanitary Conditions				
Are the structures within the galley adequate (smooth surface walls, in a sound condition and easy to clean; non-slip flooring; and movable equipment)? Are utensils with surfaces in contact with food: smooth surfaced, intact, impervious, corrosion resistant, easily cleaned and made of non contaminant material)?				
Is the food conservation equipment (refrigerators, freezers, cold storage chambers and others) as well as equipment used for thermal processing in adequate working condition and presenting a temperature measuring gauge?				
Is the galley in a good state of hygiene: utensils, equipment, surfaces, walls, ceiling and others?				
3.3 – MESS ROOMS / RESTAURANT				
Structural conditions: Is the equipment and furniture impervious, resistant to corrosion, easily cleaned and made of non toxic material; in a good state of maintenance and functioning? Are the areas well illuminated and aired?				
Is the mess room in a good state of				

hygiene? Are the utensils, equipment, surfaces, walls, ceiling and others all clean?				
If a self service system is used, are the time and temperature of foods on offer recorded? Are the records available to the competent authorities?				
4. – MEDICAL FACILITIES – SHIP HOSPITAL,				
Are the areas meant for examination and treatment of travelers (crew and/or passengers) segregated from other activities? Are the areas well illuminated, clean and with available potable water?				
Are there lavatories in full working conditions with hygienic automatic activation and supplied with inodorous antiseptic liquid soap and non recycled paper towels?				
Are the sharps (needles, scalpels, etc) placed in rigid and identified receptacles that offer safe handling? Is the potentially infectious waste (blood, faeces, vomit, etc) dealt with and identified in accordance to applicable legislation?				
Are the attendance records well organized, legible, up to date and available for perusal at any time? Do the records register the name, symptoms, rank or function, medicine given or diagnosis affected, as well as age, cabin number, date/time start of illness?				
5. – QUARTERS				
Are the taps, toilet flush and drains in full working order?				
Are the cabins clean, without dirt accumulation or shelter for insects or other animals?				
6. – POTABLE WATER (water used for baths, tooth brushing, ingestion, etc)				
Does the water meet potable standards (chlorine should be maintained between 0,2ppm and 2				

ppm at any point on offer) and sanitary hygienic conditions? Is the water quality maintained with correction / control of the chlorine level?				
Is the water reserve compatible with the quantity of travelers on board? Is it separated from sources of contamination (distant from effluents, solid residues or toxic products) and does not present leakage?				
Is the disinfection of the water storage done periodically using labeled products registered with the competent authority (if Brazilian)?				
7. – AIR CONDITIONING				
The air conditioning system components of the vessel must be kept in a good state of maintenance, operation, control and cleanliness.				
The changing of filters must be carried out as per manufacturer recommendations, lacking which the filters are to be changed every six months.				
No objects are stored in the AC unit (which should be exclusively for the AC system).				
External air collection is protected from potential sources of pollution by means of a filter (not applicable if the mixture of supply and exhaust occurs after the AC unit filter).				
Are air quality tests carried out ever six months (valid only for systems with a total capacity of 60.000BTU and are they within the standards of RE nr. 09 dated 16/Jan/2003 and amendments? Are the reports available for the health authorities to peruse?				
Are maintenance, operation, cleanliness and disinfection operations carried out on the AC				

system equipment recorded on spreadsheets and made available to the competent authority?				
8. – SEWAGE				
Is the system compatible with the number of travelers on board? Is it in a full working condition (without visible flaws or leaks), with closed service valves, aeration turned on, grinder working, filters and return lines unobstructed and disinfection system working as per manufacturer specifications)?				
Are the disinfection products used labeled as registered with competent authorities (if Brazilian)? Are they of a quantity compatible with the frequency of maintenance? Are they stored adequately?				
Is the sewage system certified (MARPOL –Sewage Pollution Prevention)? Is the system in use the same as the one described in the International Sewage Pollution Prevention Certificate without significant alterations in the installation, arrangement or material?				
If a liquid product is used for disinfection same should have its active ingredient described on the label as well as completely control and eliminate pathogenic microorganisms.				
9. – WASTE MANAGEMENT				
Are solid wastes stored safely? Are the waste storage places and containers clean, without accumulated dirt? Are the containers or bins intact, non absorbent, easily cleaned, resistant and fitted with a tight cover?				
Is the incinerator or other treatment system functioning and in a good hygienic condition? Do those				

responsible for its operation wear protective clothing in an appropriate manner?				
10. – VECTORS / RESERVOIRS (INSECTS / RODENTS)				
Are there any shelters/nests/places for vectors or other disease transmitting animals? Is there any standing water which may serve as a habitat for insect larvae?				
Are rodents / insects absent from the vessel, as well as signs or traces of their presence?				
Does the vessel have an integrated control and monitoring program for vectors / reservoirs that determines responsibilities, frequency of periodic visits to critical areas, monitoring of infestation by using of traps – for flying and crawling insects – as well as control action – disinsection and deratting?				
11. – CREW HEALTH				
Are the crew exposed to risk factors that could become a health hazard?				
Does the crew have at their disposition the protective equipment required for the carrying out of their activities in a safe manner? Are they instructed as to the correct manner in which to use said equipment?				
12. – BATHROOMS AND TOILETS				
Are the toilets clean, maintained and functioning perfectly?				
Are liquid soap, paper towels and appropriate bins for paper discharge (for toilets the bin is to have a lid and be lined by plastic bags and always clean) available?				
13. – OTHER AREAS				
Engine room: clean, with accumulated dirt on utensils, equipment, bulkheads, surfaces, ceiling etc.				
Is the Deck clean and organized so as to prevent possible injuries to				

travelers? Are extraneous, toxic or wasted materials absent?				
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OBS - garbage bin covers* - ANVISA have been know to expect to see “pedal activated” bin covers in the galley and ship hospital.