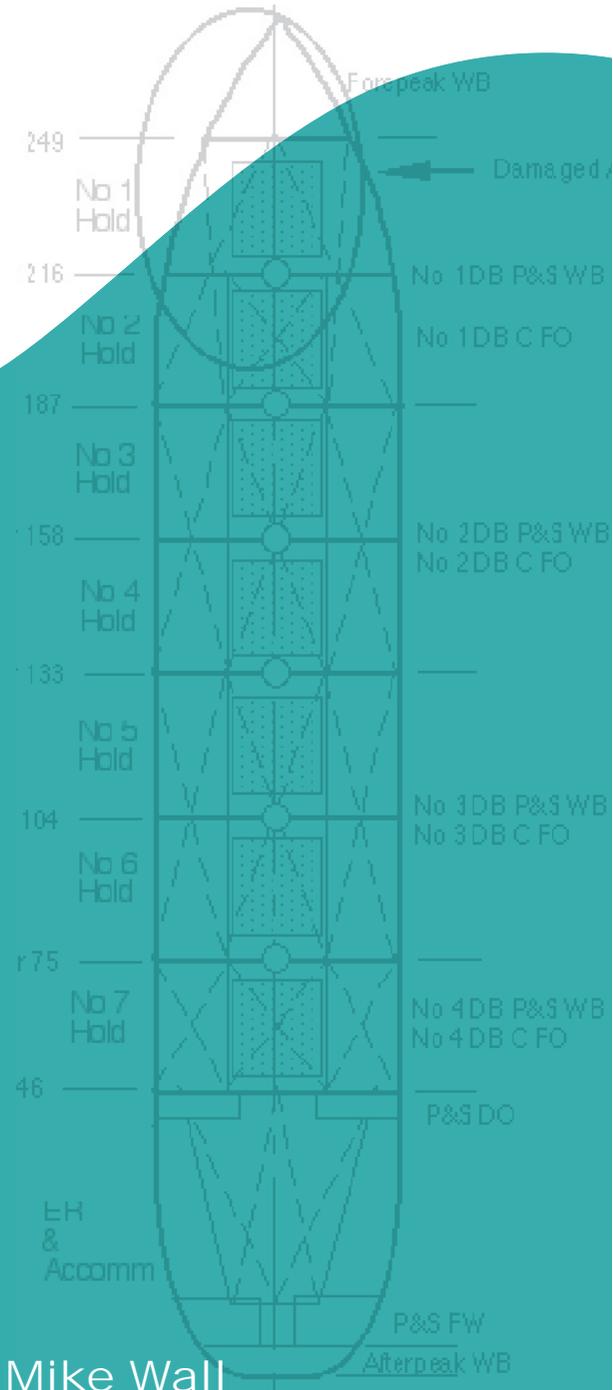


REPORT WRITING FOR MARINE SURVEYORS



Mike Wall



REPORT WRITING FOR MARINE SURVEYORS



Dedication

This book is dedicated to
Captain Gordon Kenworthy-Neale
ADC, RD, PhD, MA, BD, FRINA, RNR Rt.

Mike Wall



REPORT WRITING FOR MARINE SURVEYORS

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Foreword

While it is necessary for surveyors to possess sound technical knowledge it is certain that without an ability to adequately convey their findings in their reports, and sometimes also opinions, they will never become competent and respected surveyors.

Fortunately, it is not too difficult to acquire this further essential skill and Mike Wall has made a valuable contribution to the profession with this book on report writing.

Mike is an experienced surveyor in many fields. Unusually, he is also experienced in teaching and mentoring. His book bears this out, helpfully explaining the essentials of good report writing which must commence with an adequate understanding of the use of English. He also explains the need to prepare reports in a format readers can follow logically, presenting all the relevant facts and simplifying assimilation of the report with a summary and conclusions.

As he explains, assisted by a valuable set of typical reports in the book as appendices, there are many reports which can be compiled to an industry accepted format.

However, he also points out the need to observe a principal's instructions which, while they may relate only to the survey, may also clearly cover the type of report required. While no surveyors with integrity will write simply what they know a principal would wish to hear (often a surveyor's real value lies in resisting doing so), it is incumbent on them to give heed to any ethical requirements of their principals.

Both surveyors to whom English is a native tongue and those to whom it is their second language will learn a great deal from Mike Wall's book. I wish it every success and with it a raising of the professional standard of surveying and report writing worldwide.

**Barry Thompson (Captain) FNI. Hon. IIMS.
Past Lloyd's Agent and consultant surveyor to the Salvage Association
and to the New Zealand shipping and insurance industries**

Auckland, January 2011

Preface

I have dedicated this book to Gordon Kenworthy-Neale (21 October 1924 - 9 November 2009).

Gordon began his career in shipping in a naval drawing office in Liverpool, quickly becoming a member of the Royal Institution of Naval Architects. He served at sea in the Royal Navy during World War II and later in peace time as a marine engineer with Elder Dempsters, being the youngest chief engineer to be appointed in the company. He then decided to become a marine engineering lecturer and attained his teaching diploma in 1955. He moved to Riversdale Technical College where he set up the marine engineering department.

He and his family left Liverpool to go to Cardiff, South Wales in 1971 where he became Head of Maritime Studies at Llandaff Technical College. He was responsible for deck, engineer and radio cadet /officer training. Gordon was a long serving officer in the Royal Naval Reserve (RNR) and in 1973 was promoted to Captain (E) RNR. As a consequence, he served as aide-de-camp to Queen Elizabeth II during her jubilee year in 1977.

In 1985, he took early retirement from Llandaff and moved to the Australian Maritime College (AMC) in Launceston, Tasmania to help set up the marine engineering department. During his time at AMC, he also wrote an engineering course for the Royal Australian Navy whilst still writing for the Federation of Greek Ship Owners. Whilst at Launceston he also submitted his thesis for his Ph.D and was awarded his doctorate.

Gordon completed three years with the maritime college in Launceston and then retired again, remaining in Tasmania. Gordon had served many years as a lay reader, both in Melling Parish Church in Lancashire and Cowbridge in South Wales, so it was not surprising when Gordon completed a theology degree and was ordained into the Traditional Anglican community in 1995. He served his community until his death.

Above are the facts of Gordon's life but I would like to add my own words as he was a major force in my career.

Gordon taught me heat engines whilst at Riversdale Technical College during 1963 to 1965. When, in the summer of 1965, it was time for me to go to sea with Cunard Line he was instrumental in my getting a combined grant and loan from the Marine Society so that I could buy my uniform, without which my seagoing career would have come to an abrupt end. The only thing he asked in return was that I do well in my elected profession.

I completed my marine engineering apprenticeship and served as a junior officer. After completing my degree in Nautical Studies in 1972, I was employed by Gordon as a Lecturer Grade 1 at Llandaff Technical College where he encouraged me to become a good teacher. Although I left Cardiff to move to Belfast in 1974, Gordon remained a good friend and mentor. My only hope is that I lived up to his expectations.

It is hard to say exactly how many young men became marine engineers as a consequence of his hard work and contribution to the profession, but I know there will be many out there who will be sad to hear of his passing and happy to recall his rakish ways, dry sense of humour and kind heart.

He will be sadly missed by many.

Mike Wall

January 2011

About the author

Mike Wall is a rare example of a hard-working individual who has put in the effort to succeed in every job he has chosen while gladly passing on his vast knowledge and experience to others. During his long service to the maritime industry, he has been a chief engineer, a student, a lecturer, a marine surveyor and a successful author.

Mike has accumulated a vast amount of experience in most areas of shipping. He was born in Liverpool and joined Cunard Line as a marine engineer apprentice at the age of 17, eventually reaching the rank of Chief Engineer with service aboard many types of vessel.

He obtained a First Class marine engineer's certificate of competency, a Bachelor of Science degree in Nautical Studies and a Master of Science degree in Shipping and Maritime Studies.

Mike spent eight years as a lecturer in Maritime Studies, culminating in five years as Senior Lecturer at Warsash College of Maritime Studies in Southampton, England. Since leaving full time education, he has continued to be a visiting lecturer around the world and regularly carries out training seminars for various shipping organisations.

He has also accumulated 25 years of experience in hull, machinery, cargo and condition surveys in the United States, New Zealand, Fiji and South East Asia, most of it as Managing Director and Principal Consultant for Kiwi Marine Consultants Ltd in Hong Kong. Here, he provided a wide range of marine consultancy and surveying services to P&I clubs, shipowners, ship managers, underwriters, admiralty lawyers and other principals.

Mike is also a qualified Mediator, being registered both in the UK and Hong Kong.

Mike is a regular contributor of technical shipping articles to various maritime publications, including *FLASHLIGHT*, a monthly electronic newsletter distributed to over 4,000 marine surveyors.

He is also the author of *Hatch Covers – Operation, Testing and Maintenance*, published by Witherby Seamanship International.

Llewellyn Bankes-Hughes
Managing Director
Petrospot Limited

January 2011

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RightShip, Australia, for information on their vetting system.

The author also extends his thanks to Llewellyn Bankes-Hughes and his team at Petrosport for bringing this book to life.

And finally to my wife for her patience and understanding during the writing of this book.

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NOTES:

When referring to surveyors the author has used the word 'he' on all occasions. This is purely for convenience and is not intended to offend female readers.

The contents of this publication are purely the opinion of the author. References to the English language are based on the English as used by the author, who does not profess to be an authority on the subject. Other publications are available on the subject matter dealt with in the text and readers are encouraged to read others to gain a cross section of opinions.

The names used for people, companies and ships in the sample documents shown in this book have been included for illustrative purposes only and any references to actual people, companies or ships are unintentional.

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