

Instructions for Maritime Security 2026/07

Subject: Internal audit

Date of approval: February 2026

No.	Relevant documents	Status
1	Maritime Authority Suriname Act (S.B. 1998 no. 37)	Active
2	Maritime Security Act (S.B. 2004 no. 90)	Active
3	Guide to maritime security and the ISPS Code, Edition 2021 (Ebook ISBN: 978-92-801-1740-0)	Active
4	Instructions for Maritime Security 2025 / 04 (revision 1)	Active

Pursuant to Article 9.2d of the Maritime Security Act, the Guide to Maritime Security, paragraph 2.8.48, and the ISPS Code Part A, paragraph 16.3.13, and the ISPS Code Part B, paragraphs 16.3.5 and 16.58, the port facility must conduct an internal audit at least once a year to verify the PFSP's implementation of the PFSP.

The internal audit is conducted in accordance with ISPS Code Part A, paragraph 16.4, by port facility employees or external experts without direct responsibility for the port facility's security, using the "Internal Audit" form, as included in the appendix to this Instructions for Maritime Security.

The "Internal Audit" form is submitted to the Designated Authority within 30 (thirty) calendar days after completion of the internal audit.

Approved by the
Maritime Authority Suriname,



Mr. M. Amafo LL.M
Director / Harbour Master

CHECKLIST FOR INTERNAL AUDITS PORT FACILITIES

Port Facility Overview

Field	Details
Name of port facility	
Name of PFSO Name of DPFSO	
Average number of SOLAS ships handled per annum	

Particular Characteristics (tick all that apply)

<input type="checkbox"/> Passenger ships	<input type="checkbox"/> Ro-ro / Container terminal	<input type="checkbox"/> Explosives
<input type="checkbox"/> Military vessels	<input type="checkbox"/> Oil/gas refinery/terminal	<input type="checkbox"/> LPG/LNG/petrol storage
<input type="checkbox"/> Near military installation	<input type="checkbox"/> Embarkation of military personnel or cargo	<input type="checkbox"/> Other (describe)

Security Agreements and Arrangements

Question	Response / Details
Is the port facility covered by an alternative security agreement? (SOLAS XI-2/11; ISPS Code Paragraph B/4.26) If “Yes”, provide relevant details.	
Has the port facility implemented any equivalent security arrangements allowed by the Contracting Government? (SOLAS XI-2/12.1) If “Yes”, provide relevant details.	
Is the port facility operating under any temporary security measures? If “yes”, have these been approved or authorized by the Contracting Government? If “Yes”, provide relevant details.	

Guidance for using the CHECKLIST

- Not all questions apply to all facilities; mark N/A in Comments for non-applicable items.
- Use the Comments box to explain any "No" answers and describe interim or alternative measures.
- Where questions list multiple options (e.g., A–H), tick the options that apply and explain in Comments.
- Ensure one response is selected for every question.
- If measures are in place but not documented in the PFSP, note them briefly in Comments and plan an update.
- If implementation work is in progress, record the work schedule in Comments and in the Action Plan.

Section 1. Ensuring the performance of port facility security duties (ISPS Code, sections A/14.2.1

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Does the port facility's means of ensuring the performance of all security duties meet the requirement set out in the PFSP for security level 1 and 2?	ISPS Code, section A/14.2.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.2	Has the port facility established measures to prevent weapons or any other dangerous substances and devices intended for use against persons, ships, or the port, from entering the facility?	ISPS Code, section A/16.3.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Has the port facility established evacuation procedures in case of security threats or breaches of security?	ISPS Code, section A/16.3.5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Has the port facility established procedures for response to the activation of a ship security alert system?	ISPS Code, section A/16.3.14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Organization of Port Facility Security Duties (ISPS Code, paragraph B/16.8)			
.5	Has the port facility established the role and structure of the security organization?	ISPS Code, paragraph B/16.8.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Has the port facility established the duties and responsibilities for personnel with security roles?	ISPS Code, paragraph B/16.8.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Has the port facility established the training requirements for personnel with security roles?	(ISPS Code, sections A18.1, A/18.2, A/18.3 and paragraph B/16.8.2)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.8	Has the port facility established the performance measures needed to assess the individual effectiveness of personnel with security roles Yes No Other	(ISPS Code, paragraph B/16.8.2)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.9	Has the port facility established their security organization's link with other national or local authorities with security responsibilities?	ISPS Code, paragraph B/16.8.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.10	Has the port facility established procedures and practices to protect security-sensitive information held in paper or electronic format?	ISPS Code, paragraph B/16.8.6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.11	Has the port facility established procedures to assess the continuing effectiveness of security measures and procedures?	ISPS Code, paragraph B/16.8.7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.12	Has the port facility established procedures to assess security equipment, to include identification of, and response to, equipment failure or malfunction?	ISPS Code, paragraph B/16.8.7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.13	Has the port facility established procedures governing submission and assessment of reports relating to possible breaches of security or security concerns?	ISPS Code, paragraph B/16.8.8	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.14	Has the port facility established procedures to maintain and update records of dangerous goods and hazardous substances, including their location within the port facility?	(ISPS Code, paragraph B/16.8.11)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.15	Has the port facility established a means of alerting and obtaining the services of waterside patrols and search teams, to include bomb and underwater specialists?	ISPS Code, paragraph B/16.8.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.16	Has the port facility established procedures for assisting, when requested, Ship Security Officers in confirming the identity of those seeking to board the ship?	(I SPS Code, paragraph B/16.8.13)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.17	Has the port facility established the procedures for facilitating shore leave for ship's crew members or personnel changes?	ISPS Code, paragraph B/16.8.14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.18	Has the port facility established the procedures for facilitating visitor access to the ship, to include representatives of seafarers' welfare and labour organizations?	ISPS Code, paragraph B/16.8.14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 2. Controlling access to the port facility (ISPS Code, sections A/14.2.2, A/14.2.1 and A/14.3)

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Does the port facility's means of controlling access to the port facility meet the requirements set out in the PFSP for security level 1 and 2?		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Establish Facility Security Measures (ISPS Code, paragraphs B/16.10 and B/16.19.1)			
.2	Has the port facility identified the appropriate location(s) where security measures can be applied to restrict or prohibit access. These should include all access points identified in the PFSP at security level 1 and 2?	ISPS Code, paragraphs B/16.11, B/16.19.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Does the port facility specify the type of restrictions or prohibitions, and the means of enforcement to be applied at all access points identified in the PFSP at security level 1 and 2?	ISPS Code, paragraphs B/16.11 B/16.19.2, B/16.19.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Has the port facility established measures to increase the frequency of searches of people, personal effects, and vehicles at security level 2?	ISPS Code, paragraph B/16.19.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Has the port facility established measures to deny access to visitors who are unable to provide verifiable justification for seeking access to the port facility at security level 2	ISPS Code, paragraph B/16.19.5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Establish Security Measures for Individuals (ISPS Code, paragraph B/16.12)

.6	Has the port facility established the means of identification required to access and remain unchallenged within the port facility?	(ISPS Code, paragraph B/16.12)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Does the port facility have the means to differentiate the identification of permanent, temporary, and visiting individuals?	ISPS Code, paragraph B/16.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.8	Does the port facility have the means to verify the identity and legitimacy of passenger boarding passes, tickets, etc.?	ISPS Code, paragraph B/16.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.9	Has the port facility established provisions to ensure that the identification systems are regularly updated?	ISPS Code, paragraph B/16.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.10	Has the port facility established provisions to facilitate disciplinary action against those who abuse the identification system procedures?	ISPS Code, paragraph B/16.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.11	Has the port facility created procedures to deny access and report all individuals who are unwilling or unable to establish their identity or purpose for visit to the PFSO and to the national or local authorities?	(ISPS Code, paragraph B/16.13)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.12	Has the port facility identified a location(s) for searches of persons, personal effects, and vehicles that facilitate continuous operation, regardless of prevailing weather conditions?	ISPS Code, paragraph B/16.14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.13	Does the port facility have procedures established to directly transfer persons, personal effects, or vehicles subjected to search to the restricted holding, embarkation, or vehicle loading area?	ISPS Code, paragraph B/16.14	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.14	Has the port facility established separate locations for embarking and disembarking passengers, ship's personnel, and their effects to ensure that unchecked persons do not come in contact with checked persons?	ISPS Code, paragraph B/16.15	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.15	Does the PFSP establish the frequency of application of all access controls?	ISPS Code, paragraph B/16.16	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Establish Control Points (ISPS Code, paragraph B/16.17)			
.16	Does the PFSP establish control points for restricted areas bounded by fencing or other barriers to a standard which is approved by the national government?	(ISPS Code, paragraph B/16.17.1)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.17	Does the PFSP establish the identification of and procedures to control access points not in regular use which should be permanently closed and locked?	ISPS Code, paragraph B/16.17.7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 3. Monitoring of the port facility, including anchoring and berthing area(s) (ISPS Code section A/14.2.3 and A/14.3)

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Does the facility's means of monitoring the port facility, including berthing and anchorage area(s) meet the requirements set out in the PFSP for security level 1 and 2?		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Scope of Security Monitoring (ISPS Code, paragraph B/16.49)			
.2	Does the port facility have the capability to continuously monitor on land and water the port facility and its nearby approaches?	ISPS Code, paragraph B/16.49	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Which of the following means are employed to monitor the port facility and nearby approaches? A. Patrols by security guards B. Patrols by security vehicles C. Patrols by watercraft D. Automatic intrusion-detection devices E. Surveillance equipment	(ISPS Code, paragraph B/16.49)	A
			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			B
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			
C			
<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>			

			D <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			E <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	If automatic intrusion-detection devices are employed, do they activate an audible and/or visual alarm(s) at a location(s) that is continuously monitored?	(I SPS Code, paragraph B/16.50)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Does the PFSP establish procedures and equipment needed at each security level?	ISPS Code, paragraph B/16.51	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Has the port facility established measures to increase the security measures at security level 1 and 2 A. Increase intensity and coverage of lighting and surveillance equipment B. Increase frequency of foot, vehicle & waterborne patrols C. Assign additional personnel	(ISPS Code, paragraphs B/16.51, B/16.53.1, B/16.53.2 and B/16.53.3)	A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			B <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

	D. Surveillance		C <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			D <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Does the PFSP establish procedures and equipment necessary to ensure that monitoring equipment will be able to perform continually, including consideration of the possible effects of weather or power disruptions?	ISPS Code, paragraph B/16.51	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Illumination at Port Facility (ISPS Code, section A/14.3 and paragraph B/16.49.1)			
.8	Does the port facility have adequate illumination, to allow for detection of unauthorized persons at or approaching access points, the perimeter, restricted areas and ships, at all times including the night hours and periods of limited visibility?	(ISPS Code, paragraph B/16.49.1)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 4. Monitoring of restricted areas (ISPS Code, sections A/14.2.4 and A/14.3)

Part A			
.1	Does the port facility's means of limiting and monitoring access to restricted areas meet the requirements of the PFSP for security level 1 and 2?	ISPS Code, sections A/14.2.4 and A/14.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Establishment of Restricted Areas (ISPS Code, paragraph B/16.21)			
.2	Are restricted areas identified within the port facility?	ISPS Code, paragraph B/16.21	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Which of the following elements are identified for restricted areas in the PFSP? A. Extent of area B. Times of application C. Security measures to control access to areas D. Security measures to control activities within areas E. Measures to ensure restricted areas are swept before and after establishment	(ISPS Code, paragraph B/16.21)	A
			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			B
			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			C
			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
			D
			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

			E <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Security Measures (ISPS Code, paragraph B/16.22)			
.4	Are restricted areas clearly marked, indicating that access to the area is restricted and that unauthorized presence constitutes a breach of security?	(ISPS Code, paragraph B/16.23)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Are measures established to control access by individuals to restricted areas?	ISPS Code, paragraph B/16.22.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Does the port facility have the means to ensure that passengers do not have unsupervised access to restricted areas?	ISPS Code, paragraph B/16.12	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Are measures established to control the entry, parking, loading, and unloading of vehicles?	(I SPS Code, paragraph B/16.22.2)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.8	Are measures established to control movement and storage of cargo and ship's stores?	ISPS Code, paragraph B/16.22.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.9	Are measures established to control unaccompanied baggage or personal effects?	ISPS Code, paragraph B/16.22.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.10	If automatic intrusion-detection devices are installed, do they alert a control center capable of responding to the alarm?	(ISPS Code, paragraph B/16.24)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.11	<p>Which of the following security measures are utilized to control access to restricted areas?</p> <ul style="list-style-type: none"> A. Permanent or temporary barriers to surround restricted area B. Access points controlled by security guards when in use C. Access points that can be locked or barred when not in use D. Use of passes to indicate a person's authorization for access E. Marking of vehicles that are allowed access F. Use of guards and patrols G. Use of automatic intrusion-detection devices or surveillance equipment and systems H. Control of vessel movement in vicinity of ships using port facility 	<p>(ISPS Code, paragraph B/16.27)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">A</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">B</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">C</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">D</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">E</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">F</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">G</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">H</td> </tr> <tr> <td style="text-align: center;"><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> </table>	A	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	B	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	C	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	D	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	E	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	F	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	G	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	H	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>																			
Comments	Corrective Action																		

.12	<p>Has the port facility established measures to enhance the security of restricted areas for security level 2?</p> <p>A. Enhance the effectiveness of barriers B. Reduce access points C. Enhance control of access points D. Restrict parking E. Control movement within F. Continuously monitor G. Enhance frequency of patrols H. Limiting access to spaces adjacent to ship</p>	<p>(ISPS Code, paragraph B/16.28)</p>	<p>A</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>B</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>C</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>D</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>E</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>F</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>G</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <hr/> <p>H</p> <p><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>
Comments		Corrective Action	

.13	Has the port facility established measures to enhance the effectiveness of barriers, reduce access points, and enhance access control for restricted areas at security level 2	(ISPS Code, paragraph B/16.28)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 5. Supervising the Handling of Cargo (ISPS Code, sections A/14.2.5 and A/14.3)

Part A			
.1	Does the port facility's means of supervising the handling of cargo meet the requirements identified in the PFSP for security level 1 and 2?		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Prevent Tampering (ISPS Code, paragraph B/16.30.1)			
.2	Are measures employed to routinely monitor the integrity of cargo, including the checking of seals, upon entry to the port facility and whilst stored in the port facility at security level 1 and 2?	ISPS Code, paragraph B/16.32.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Are measures employed to routinely monitor cargo transport units prior to and during cargo handling operations?	ISPS Code, paragraph B/16.32.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Which of the following means are employed to conduct cargo checking? A. Visual exam B. Physical exam C. Scanning or detection equipment D. Other mechanical means E. Dogs	(ISPS Code, paragraph B/16.33)	A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> B <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> C <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> D <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> E <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Are restricted areas designated to perform inspections of cargo transport units if a container seal appears to have been compromised? Yes No Other	(ISPS Code, paragraph B/16.32.4)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Has the port facility established measures to intensify checks to ensure that only documented cargo enters the facility, and if necessary, is only stored on a temporary basis at security level 2?	ISPS Code, paragraph B/16.35.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Has the port facility established measures to intensify vehicle searches, the frequency and detail of examining cargo seals, and other tampering prevention methods at security level 2?	ISPS Code, paragraph B/16.35.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Preventing the Acceptance of Unauthorized Cargo (ISPS Code, paragraph B/16.30.2)

.8	Are cargo delivery orders or equivalent cargo documentation verified before acceptance?	ISPS Code, paragraph B/16.32.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.9	Are procedures utilized to randomly or selectively search vehicles at facility access points?	ISPS Code, paragraph B/16.32.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Inventory Control (ISPS Code, paragraph B/16.31)			
.10	Are inventory control procedures employed at facility access points?	(ISPS Code, paragraph B/16.31)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.11	Are means of identification used to determine whether cargo inside the port facility awaiting loading has been either checked and accepted or temporarily stored in a restricted area?	ISPS Code, paragraph B/16.31	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 6. Supervising the handling of ship's stores (ISPS Code, sections A/14.2.6 and A/14.3)

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Does the port facility's means of supervising the handling of ship's stores meet the requirements identified in the PFSP at security level 1 and 2?	ISPS Code, section A/14.2.6	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Ships Stores Security Measures (ISPS Code, paragraph B/16.38)			
.2	Are ship stores examined to ensure package integrity at security level 1 and 2?	ISPS Code, paragraphs B/16.38.1 and B/16.42.1	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Are procedures established to ensure that no ship's stores are accepted into the port facility without checking at security level 1 and 2?	(ISPS Code, paragraphs B/16.38.2 and B/16.42.2)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Which of the following means are employed to inspect ship's stores? A. Visual exam B. Physical exam C. Scanning or detection equipment D. Other mechanical means E. Dogs	(ISPS Code, paragraph B/16.41)	A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> B <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> C <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> D <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> E <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Are procedures established to prevent the tampering of ship's stores?	ISPS Code, paragraph B/16.38.3	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Are ship's stores deliveries preceded with an advanced notification of load composition, driver information, and vehicle registration?	ISPS Code, paragraph B/16.40.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.7	Are unscheduled deliveries of ship's stores declined access to the port facility?	ISPS Code, paragraph B/16.38.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.8	Are there procedures in place to prevent ships' stores being accepted unless ordered? Are manifests and order documentation validated prior to allowing them into the port facility at security level 1 and 2?	ISPS Code, paragraph B/16.38.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.9	Are searches of vehicles delivering ship's stores performed prior to entry into the port facility?	ISPS Code, paragraph B/16.38.5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.10	Are escorts provided for ship's stores delivery vehicles within the port facility at security level 1 and 2?	ISPS Code, paragraphs B/16.38.6 and B/16.42.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.11	Does the port facility increase the use of scanning/detection equipment, mechanical devices, or dogs at security level 2?	ISPS Code, paragraph B/16.43.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 7. Ensuring security communication is readily available ISPS Code, sections A/14.2.7

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Do the port facility's communication equipment and procedures meet the requirements identified in the PFSP at security level 1 and 2?	ISPS Code, section A/14.2.7	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B - Effectiveness of Communication Equipment and Procedures (ISPS Code, paragraph B/16.8.4)			
Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
.2	Is the port facility equipped with auxiliary communication systems for both internal and external communications that are readily available regardless of security level, weather conditions or power disruptions at security level 1 and 2?	(ISPS Code, paragraph B/16.8.4)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.3	Are security personnel trained on communication equipment to ensure efficiency?	ISPS Code, paragraph B/16.8.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Are telephone numbers for key personnel accurate and routinely validated?	ISPS Code, paragraph B/16.8.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Are procedures in place to ensure that port facility communication systems and equipment are serviced and maintained?	ISPS Code, paragraph B/16.8.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.6	Has the port facility established procedures and means for the PFSO to effectively disseminate changes in the security level at the port facility or with a vessel interfacing with the port?	ISPS Code, paragraph B/16.8.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B- Protection of Communication Equipment and Facilities (ISPS Code, paragraph B/16.8.5)

.7	Are security procedures established to protect radio, telecommunication equipment and infrastructure, and computer systems?	ISPS Code, paragraph B/16.8.5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.8	Are entry control procedures established to restrict access of communication facilities and infrastructure?	ISPS Code section A/18 (ISPS Code, paragraph B/16.8.5)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.09	Are procedures established in the port facility's security plan (PFSP) to report security incidents to the relevant authorities?	ISPS Code section A/4.7.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 8. Training, Drills and Exercises (ISPS Code section A/18). Instructions Maritime Security 2025/06 Training. Instruction Maritime Security 2025/05 (revision1) Security Drills and exercises

Part A			
.1	Has the PFSP received sufficient training to perform their assigned duties as identified in the PFSP?	ISPS Code, sections A/18.1 and A/18.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	
Part A			
.2	Have the port facility security personnel received sufficient training to perform their assigned duties as identified in the PFSP?	ISPS Code, sections A/18.1 and A/18.2 Instruction Maritime Security 2025/06 Training. IMO Model Course 3.24: Security Awareness Training for Port Facility Personnel with Designated Security Duties	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	
Part A			
.3	Have other port facility personnel received ISPS awareness training?	ISPS Code, sections A/18.1 and A/18.2 Instruction Maritime Security 2025/06 Training. IMO Model Course 3.25: Security Awareness Training	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

		for all Port Facility Personnel.	
Comments		Corrective Action	

.4	Has the port facility implemented drills and exercises?	ISPS Code, sections A/18.3 and A/18.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Part B Training, drills, and exercises on port facility security (paragraphs B/18.1, B/18.2, B/18.3, and B/18.6)			
.3	Are the PFSO and personnel with security duties and all other port facility personnel familiar with the relevant provisions of the PFSP and have they received the appropriate levels of training?	(paragraphs B/18.1, B/18.2 and B/18.3)	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Are security drills conducted at least every three months, and security exercises conducted at least once each calendar year with no more than 18 months between the exercises?	ISPS Code, paragraphs B/18.5 and B/18.6 Instruction Maritime Security 2025/05 (revision1) Security Drills and exercises	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section 9. Miscellaneous

Item	Requirement	ISPS / SOLAS Reference	Yes / No / N/A
Part A			
.1	Has the port facility established procedures and adopted measures with respect to ships operating at a higher security level than the port facility?	ISPS Code, paragraph B/16.55	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments			
Corrective Actions			
.2	Are procedures established in the port facility's security plan (PFSP) to address security incidents to the Designated Authority?	ISPS Code section A/4.7.2	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	
.3	Is there an annual general review of the port facility security assessment (PFSA) and submitted to the Designated Authority within 30 calendar days after completion?	ISPS Code section A/15.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.4	Is cybersecurity being implemented to protect the port facility's electronic network?	ISPS Code section B/15.3.5	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

.5	Have the port facility established a local port security committee?	Guide to Maritime Security and the ISPS Section 3 code 3.10.2.2 Guide to Maritime Security and the ISPS Section 3 code 3.10.3 and 3.10.4	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Comments		Corrective Action	

Section	Item	Issue / Gap	Action / Mitigation	Responsible / Due Date	Status

Recommendations and Action Plan (Summary)

Outcome of the Internal audit

Overall findings summary	
Issues raised with management / Designated Authority	
PFSP update required? (Yes/No)	
Next Internal Audit scheduled (date)	

Date of Internal Audit	
Findings and observations noted by CEO Port Facility (Printed Name and Signature):	
Printed Name and Signature of Members of the Internal Audit Team	
Printed Name of PFSO and Signature	