

Remote Survey

Advice to nominated Officer / Crew Member

Crew members: please read and understand these following steps. If any of them are unclear, please contact the Surveyor who will conduct the Remote Survey. Note that in order to conduct a successful and efficient Remote Survey, the designated officer / crew member needs a smartphone (ideally no more than 2-3 years old) with an adequate camera and the Onsight Connect app installed (see links and Step 2 below).

[Onsight Connect for iOS](#)

[Onsight Connect for Android](#)

1

Your Captain has nominated you to conduct the Remote Survey together with the Surveyor.

2

The Surveyor will add your name and phone number to the system; you will receive an SMS with a link to the Onsight Connect app and log-on.

3

Prepare for the call; connect an earpiece to your phone for the best possible audio quality with the Remote Surveyor.

4

You and the Surveyor will run a test before the Remote Survey gets underway in order to check the app and the WiFi / network connectivity at the damage location point. Together, you will decide on a suitable time to conduct the Remote Survey.

5

When it is time for the Remote Survey, open the SMS and follow the link. Alternatively, open the Onsight Connect app.

6

Conduct the Remote Survey in cooperation with the Surveyor, following their guidance and instructions. Ensure that the Remote Survey is conducted according to shipboard management safe practice and with the Captain's / Safety Officer's consent / knowledge.

7

If needed, the Surveyor will conduct a follow-up Remote Survey with you at a new time (to be agreed). If this is done within 24 hours of the first one, it can be performed on the same licence. Follow-up surveys conducted after this 24-hour window will require a new guest licence.

Further information can be found at www.norclub.com/remote or by contacting the Surveyor who will conduct the Remote Survey



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