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Review article
UDC: 81'38
81'42
Received: 26th November 2008
Accepted: 22nd May 2009

GENRE FEATURES OF DAMAGE REPORTS

During the last decades, genre-based analysis has been extensively applied to establishing conventional discourse patterns of different sorts of texts. Rather than identifying grammatical features of a specific text, genre analysts primarily focus on research on the institutional setting in which a particular genre is generated. Typical genres embedded in a maritime discourse community have already been identified (log books, engine reports, telex wording, curricula vitae). Yet, a lack of intertextual knowledge is evident, i.e. the explanation of how these particular genres correlate with the actual (maritime) setting.

In this light, this paper aims to apply genre-based tools in empirical analysis of damage reports written by marine surveyors. By use of the deductive method, the analysis goes from the texts as a unit (macrostructure) to the analysis of its characteristic elements (microstructure). Due to the lack of space, one complete damage report, out of the 20 texts making the sample, was illustrated in this paper.

Key words: *Genre analysis, discourse patterns, maritime setting, damage reports.*

1. INTRODUCTION

Application of genre analysis tools to the analysis of damage reports turned to be rather a challenging undertaking. The first reason for this lies in the intricate and delicate nature of the surveying profession. Namely, most seafarers and maritime experts involved in the complexity of the business domain of shipping (particularly marine law and insurance) are well aware of the demanding task imposed on the marine surveyor. After a certain ship was involved in an accident, the surveyor's task can be sometimes compared with that carried out by police inspectors, investigating the scene of the crime. Namely, after the ship has suffered damage, it is the surveyor who must take into consideration a variety of facts and take a rather forensic approach to the whole situation. At the same time, he must take an unbiased view and keep to

the requirements of his professional ethics. Any mistake in the surveyor's judgement made intentionally for the sake of "helping" any of the parties or individuals involved in the process will not be tolerated.[5] The second reason why damage reports represent very challenging texts to analyze in the genre-based approach, is its specific structural and rhetorical organization. Theoretical assumptions about genre and familiarization with models set by Swales [12] were used as a starting basis in the analysis. Identifying specific segments of this report was not a difficult undertaking as its sequence is mainly "tacitly" prescribed by its users (marine surveyors). Moreover, due to the international nature of seafaring, a common style and conventional layout of damage reports are mandatory, although not codified. After twenty damage reports (Appendix 1) had been analyzed as a whole, their recognizable framework was presented and individual segments named. After this, the focus was put on identifying characteristic linguistic and rhetorical signals appearing in the individual segments (unbiased narrative, expressing uncertainty, doubt, hedging, etc). Therefore, examples throughout the paper are taken from the damage report represented in Figure 1.

In the light of the above, the aim of this paper is to correlate relationships between the damage report as a genre and the specific situation in which it occurs, i.e. a piece of discourse reality whose main members are the marine surveyors. It is worth noting that the research is by its nature multidisciplinary, relying on linguistic science on the one hand and knowledge of the specific damage survey setting, on the other. Therefore, being engaged in maritime English teaching and having dealt with a variety of damage reports, the author of this paper found it considerably practical to employ genre analysis knowledge in investigating the damage report as a genre.

2. DAMAGE REPORT AS A GENRE

It must be mentioned that the concept of genre was initially assigned to the world of literature or folklore. However, the study of John Swales [12] published in 1990 was taken as an establishment of genre analysis as a discipline and attention is drawn to non-literary genres (academic articles, news stories, etc). What follows is Bhatia's significant book [1], particularly in the light of analysis of legal genres. Using basic postulates set by these leading authors in the field of genre analysis, many linguists and ESP researchers today, deal with problem of genre identification, the classification of genres and their structuring. Moreover, the scope of genres whose textual regularities are being explored has been rapidly growing. This is explained by the increase in multidisciplinary fields, division of work and growing interest in the use of language in social and professional settings.

Swales (1990: 45-58) defines genre as a set of communicative means aimed at reaching a certain communicative goal. Members of a discourse community employ genre to realize their communicative goals. Basic features of genres are their schematic structure in terms of style, content and form. According to Frow (2006, 10-17) genre represents a set of conventional and highly organized constraints of meanings and is seen as a 'typified' action. Thus, a genre is seen as an intermediary between social situation and the text that realizes certain features of that situation.

The above said postulates are used as a theoretical assumption employed to establish the damage report as a genre. First of all, of many discourse communities belonging to the maritime world (e.g. discourse community of deck officers, engine officers, masters, pilots and skippers) the scope is narrowed to the discourse community whose members are marine surveyors. Yet, the very term surveyor encompasses a wide variety of professions (cargo surveyor, classification surveyor, engineering surveyor, etc). In this sense, as this paper deals with damage reports, it is necessary to narrow the term of surveyors' discourse community to marine surveyors' discourse community. One among the many genres that members of this community use to articulate their activities is the damage report. As far as its formal features are concerned, damage reports are characterized by their neat structuring and graphical organization, paragraphing, use of archaic and formulaic phrases from legal discourse, rhetorical phrases, etc. Finally, since this discourse community comprises members who are experts in their field and use specific lexis, they also have their own mechanism for sharing information (conferences, web sites and publications). One such mechanism is the recently published guide *Surveyor's Glossary: Hull Terms & Hull Survey Terms* (IACS, July 2003), aimed at improving standards of reporting, particularly with respect to specific vocabulary used in the survey. (http://www.iims.org.uk/download.asp?file=downloads/IACS%20Glossary.pdf)

3. ANALYSIS OF DAMAGE REPORTS

An empirical sample for the analysis in this paper is comprised of twenty damage reports collected from foreign and ex-Yugoslav shipping companies. Because of the delicate nature of the content of these reports, slight language interventions were made solely to the extent of changing personal names of the participants and the names of ships. The approximate length of the reports analyzed varies from three to twelve pages of typed text (in total: 126 pages, 38131 words). The average number of words in each segment is represented in Table 1. The insight into the macro-structural organization of damage reports cast light on the recognizable anatomy of a damage report and its clearly discernible constituent parts. Attention is also drawn to the set of graphical features and visual organization of a page in this kind of document. The standard layout of a damage report is represented in Figure 1.

Figure 1. Layout of damage report

Introduction	*This is to certify* *That at the request of Messrs Smith, Imossi Co.Ltd., Lloyd's Agents at Gibraltar, on instructions received from Messrs Turnei & Co. (Gib) Ltd on behalf of Messrs Ernest Robert Lindley and Sons, London, as General Average Adjusters, without prejudice to the terms an conditions of insurance and with the consent of the Master, the undersigned did attend on board of the general cargo* *M.V. "Horizon"* *Whilst the vessel was lying at Gibraltar anchorage, for the purpose of ascertaining the cause, nature and extent, and the recommended repairs of damage alleged to have been sustained as a result of collision.*
Description of ship (Textual description) (Ship's particulars)	*The vessel is a motor powered vessel of welded steel construction built in 1981 by Sasebo Heavy Industries Co. Ltd in Sasebo, Japan with her navigation, accommodation and machinery spaces located all aft.* *Name: "Horizon"* *Port of Registry: Panama* *CallSign:4FKQ* *LOA: 225.00 metres* *Breadth:32.20 metres* *Depth: 17.00 metres* *GRT: 30567,56* *NRT: 22214,33* *Owners: United Freighter Corporation Panama, S.A.*
Brief narrative	***Heavy weather during a loaded passage Flushing to Aqaba*** *It was stated that the ship had sailed from Flushing on 18.03.92 fully loaded with a cargo of 12,987 net metric tons of bagged sugar intended for Aqaba and that he following day she encountered heavy weather and this became progressively worse on the two subsequent days. During that period the ship is reported to have been rolling and pitching heavily. The ship was slowed down on 19.04.92 and course was altered to allow the weather to pass behind when the Master realized that the ship was down by the head and sent a distress signal on the VHF at 1000 hours which was almost immediately cancelled as the vessel did not seem to be in immediate danger. At noon the vessel was brought round to 170º and ran before the weather and it was managed to raise the head by pumping out the fore peak tank and the chain lockers. On 23.04.92 the weather improved and allowed sounding of the hold bilges to be made and water was found in 1 hold. Continuous pumping out of No 2 hold bilge assisted to keep level of water to a maximum of 1.80 metres on port side and 0.8 metres on starboard side. The vessel had taken a list of approximately 5 degrees to port side. Therefore, the Master decided to deviate the vessel to Gibraltar, as a port of refuge for surveys and repairs, arriving to Gibraltar anchorage at 2359 hours.*
Persons in attendance	*Upon examination in conjunction with:* *Mr T. Tisdaile, Surveyor to Bureau Veritas* *Mr E. Sloan, Surveyor on behalf of North of England Pandi Club.* *Ascertained and noted as follows:*

Survey	*25.04.92* *Access into No. 1 hold not possible as tweendeck hatch closed and fully loaded on top.* *The square of the main hatch in the tweendeck was examined and the cargo showed only very slight drip marks on bags due to condensation and salt water. No ingress of water took place via hatch covers. Double bottom tanks and duct keel in way of No. 1 hold were sounded and confirmed that no ingress of water was observed. Ballast upper wing tanks port and starboard were dry and fore peak tank empty and therefore any ingress of water through the boundaries of the hold was eliminated. Divers had been engaged to search any cracks or hole in way of foremost bottom and side shell and they were subsequently requested to concentrate the searches between lower edges of the turn of the bilges and water line, port and starboard in way of No. 1 hold and try to find any shell plating fracture or welding crack but nothing was reported to have been found. Bilges of all spaces forward of the bridge superstructure were repeatedly sounded and the significant fact was that No. 1 port and stbd bilges could be pumped dry. The motor was disconnected and sent to shore workers for dry docking and re-varnishing. Therefore, vessel was unable to heave up anchors. The Master was requested to remove sufficient bags from the tweendeck as to gain access to lower hold access hatch.* *26.04.92* *The crew had managed to remove various bags from the tweendeck and clear the aftermost access to lower hold. The No. 1 lower hold was therefore entered and we had opportunity to check the condition of port and stbd side shell plating down to the turn of the bilges, but no ingress of water was noticed. Checks in way of the aft corrugated transverse bulkhead did confirm that level of water was well above the tank top. Master's proposal to make a hole in the cargo down to the bilge well was not carried out, in view of potential danger of shifting of the cargo. Also, the crew repeatedly checked any possibility of faulty cross connection between bilge line and ballast /sea water lines, but after numerous tests and checks, it was confirmed that the bilge system was in order, and that non –return valves in hold bilge well were apparently workable. There appears to be a rising level in No. 2 hold port bilge.* *The ship's staff started making a hole down to the No. 1 port and stbd bilge well. Shore repairers confirmed that windlass motor needs to be rewinded. This will cause delay of the vessel.* *27.04.92* *The crew did manage to clear away sufficient bags in the lower hold making a hole down to the bilge well in port side aft. The cargo was found saturated to a height of 5 bags and the flow was found to be a trickle of thick syrup which appeared to be the residue of water which entered the sea during the heavy weather period and that the compactness of the stowage caused restriction of the flow of water.*

Surveyor's summary	*The attending Owner's Superintendent was of opinion that water could have found its way into the cargo hold via the ventilation system, while the vessel was down by the head in heavy weather. The uptake is arranged through the forward vent of a standard height. It, at the time of survey was well canvassed. Having eliminated the possibility of ingress of water through the boundaries of the hold, of via the main cargo hatches, or across the bilge system, and subject to side shell in No. 1 hold being examined and proved to be sound after the offloading of cargo, the allegation put forward by the owner could reasonably be concurred with, and the mass compactness of the stowage contributed to restrain the flow of the water down to the bilge well.* *No realistic approach can be made at this stage in respect of quantity of cargo damage in hold No. 1. The possibility of encountering similar damage in hold No. 2 is to be contemplated.* ***Cost of repairs*** *Neither accounts for repairs, nor cost relating to port of refuge have been submitted for our scrutiny up to the time of issuing this report.*
Ending	*Survey was made to the best of our knowledge and ability and this report is issued true and correct, without prejudice to the terms and conditions to whom it may concern.*

Source: Jugooceanija Kotor

In order to get a clear picture of the task which is imposed to the surveyor, the situation can be summarized as follows. On its way to Aqaba, a fully loaded ship with a cargo of bagged sugar encountered heavy weather which continued over the subsequent days. After ingress of water into hold No. 1, the ship listed to the port side and the course was deviated to Gibraltar. The author of the report is a surveyor engaged by Lloyd's agent, whose task is to determine the cause and scope of sustained damage. In the course of his reporting, the surveyor relied on the statements made by the Classification Surveyor (*Bureau Veritas*), the Surveyor acting on behalf of the P & I Club (*North of England P & I Club)* and finally, on the Master's statements (*verbal report given by Master*).

3.1. Structure of damage report

As presented in Illustration 1, the following segments form a skeleton of the damage report:

1. INTRODUCTION
2. DESCRIPTION OF SHIP
   a. TEXTUAL DESCRIPTION
   b. SHIP'S PARTICULARS
3. BRIEF NARRATIVE
4. PERSONS IN ATTENDANCE
5. SURVEY
6. SURVEYOR'S SUMMARY
7. ENDING

Apart from differences pertaining to the graphical structuring of certain units, the number of words varies respectively (Table 1). Consequently, the shortest segments are those giving "service" information (*Persons in attendance*, *Textual description* and *Ship's particulars*). The average number of words used in the formulaic segment *Ending* is 40 as it does not bring any new information to the reader. Yet, more important information requires some clarification and space. Although it represents a highly conventional and uniform segment of the Damage report, data set out in the *Introduction* is of prime importance for the reader and must catch his attention (the name of the ship in question is visible and put in the middle of the paper). In general, the segment of the damage report named *Surveyor's summary*, has between 200 and 350 words, on average. In this segment, the surveyor must present his own opinion on the conclusions reached, which imposes the need for more elaborate and narrative discourse. Finally, the longest segment of the damage report, *Survey*, incorporates various information which must be presented chronologically. It is actually factual narration encompassing background information (the situation before the ship's accident), present state (the current position of the ship, the scope of damage) and individual observations (given by crew members as witnesses to the accident, Master, authorities, etc.) It must be noted, that for the sake of objective and unbiased reporting, the surveyor must submit all additional sources of evidence which he had previously collected during the survey. That is the key to valid and objective reporting, which will greatly facilitate the decision-making process of the arbiters to whom the damage reports are delivered.

Table 1. Average number of words per segment in Damage Report

Segment	Number of words
1. Introduction	100
2. Description of ship a. Textual description b. Ship's particulars	 40 25
3. Brief Narrative	150
4. Persons in attendance	20
5. Survey	700
6. Surveyor's summary	350
7. Ending	40

3.1.1. Introduction

The structural organization of this segment is easily discerned. Discourse of Introduction is considerably formulaic and reminiscent of the introduction in legal reports. Salient features of legal discourse are binomials and trinomials and they represent efficient linguistic means for achieving clarity and precision. (Bhatia, 1993: 107- 108) Thus, as represented in the Introduction of Illustration 1, after double spacing, immediately by the left margin, comes a typical beginning with the formulaic expression **This is to certify**, followed by the conventional legal phrase **without prejudice** and trinomial **cause, nature and extent**. This has the very effective pragmatic result of introducing a solemn and court-like atmosphere whereby a Surveyor **certifies** that he did **attend** on board ship. The use of this persuasive construction (the emphatic **did attend**) is another feature of the Introduction (instead of **attended**) where the accent is on the doer of the action while the very action is in the second plan (Quirk, 1980:942).

3.1.2. Ship's particulars

After the conventional Introduction, the Surveyor passes to giving "service" information, that is, the description of a ship. The first segment (a) provides textual information about the ship type, construction and manufacturer, whereas the second segment (b) contains ship's particulars in the form of a list. The basic function of this segment is to provide key particulars on the ship in question. Items listed (b) may vary but the sequencing of the data is very much fixed.

a.

The vessel is a motor powered vessel of welded steel construction built in 1981 by Sasebo Heavy Industries Co. Ltd in Sasebo, Japan with her navigation, accommodation and machinery spaces located all aft.

b.

Ship's name	M.V. "Horizon"
Owner	United Freighter Corporation Panama
Call sign	4FKQ
Port of registry	PANAMA
L.O.A.	225.00 metres
Breadth	32.20 metres
Depth	17.00
GRT	30,567.56
NRT	22,214.33

In addition, the use of certain verbs in the passive voice in the sub-segment (a) enables the surveyor to express various information relating to the ship's characteristics. The verbs used in these passive constructions are: **have, fit, supply, provide, design, equip, register, own, number, arrange.**

She is presently classed under INSB. She is all steel built, welded construction. The wheelhouse, crew living quarters and engine room are at the after end.

3.1.3. Brief narrative

The communicative function of this very informative segment can be compared with the role of an abstract in a scientific article; the point is to introduce the reader to the topic at first glance. In the case of damage reports, the use of this short segment is again very pragmatic. Namely, it enables the readers (primarily arbiters) to gain an insight into the subject and saves their time, since they have to tackle a lot of ship accident cases in a day. Thus, upon reading this brief segment of text, arbiters get the most significant information such as: the ship's name, nature of the accident and the time and place of the accident. As far as the ordering of the information is concerned, the surveyor presents the facts chronologically; from the time the ship set sail from the last port of call, through the situation at sea, to the time it arrived at the port of destination and its present condition (lying in berth, waiting for inspectors, grounded, etc). In addition, time signals are precise; in most cases dates and hours are explicitly given (19.04.92, 10.00 hours, etc). As regards rhetorical moves applied in this segment, after careful reading, one can notice that the author tends to employ certain "hedging" patterns, by means of which his personal responsibility for given information is significantly lessened. These rhetorical moves are observable when the surveyor reports about the source of information. Namely, since the surveyor himself did not participate in the accident, the facts stated in the *Brief narrative* rely on material and verbal evidence collected ashore. At a syntactical level, this "hedging" is achieved by use of the impersonal **it** construction. Verbs forming these passive constructions are mainly reporting verbs such as *state, report, say* (Figure 1):

> ***It was stated** that the ship had sailed from Flushing on 18.03. 92 fully loaded with a cargo of 12.987 net metric tons of bagged sugar … During that period the ship **is reported** to have been rolling and pitching heavily.*

Likewise, all other sentences are mainly in the passive voice, being the conventional feature of technical and scientific reports. This will be explored in section 3.1.5.

3.1.4. Persons in attendance

As mentioned in the previous segment, the marine surveyor must explicitly quote the names of persons who attended the survey, their rank and the party they represent (ship-owner, insurer, etc). This is the shortest segment of the damage report which is in some cases named *Persons in Attendance, Parties to Various Inspections and Discussions, Attending, Present at Survey,* etc.

3.1.5. Survey

The visual structuring of this segment of the Damage report is reminiscent of the ship's log Dates are usually left centred and underlined. Narrative discourse represents a specific form of discourse in which an author tells about certain actions that an actor or group of actors did for the sake of achieving a specific goal of state. Narration implies not only telling about events but also telling about the mental states of people. The main psychological and cognitive presumption of the narrative discourse is its conventional structure; the author describes events with rational or logical connection to each other (Teun Van Dijk: 1976). Narrative discourse in the segment named Survey ensures clarity, chronological sequencing and original presentation of information. Therefore, in this segment there is an attempt to identify and illustrate the linguistic means aimed at achieving objective, factual and precise narrative. This is mainly accomplished by the use of past tenses and syntactic means aimed at specifying the time and place of the event.

As regards the use of tenses, surveyors tend to use mainly two tenses: the Past Perfect and the Simple Past tense, although the former is rarely applied. This can be explained by the fact that the authors avoid the use of more complex forms and, whenever possible, apply as simple a structure as possible. Simple forms make language more flexible and are more suitable for communication (Spinčić and Luzer, 2002: 143). However, although the use of the past perfect tense is not common in these reports, the author employs it to emphasize that one past action precedes another past action.

> *The crew **had managed** to remove various bags from the 'tweendeck and clear the aftermost access to the lower hold. The no.1 lower hold **was** therefore entered…*

More commonly employed time signals, used to emphasize that the action followed after the previous one, are adverbs of time and prepositions: **after, subsequently, on, following, then**.

> *Divers had been engaged to search any cracks or hole in a way or foremost bottom and side shell and they were **subsequently** requested to concentrate …*

As, mentioned above, the Simple Past tense is the most frequently used tense in the Survey segment. Although the active voice would be preferred in oral statements, written reports require less personal constructions, such as passive ones. Since passive forms prevail in comparison to active ones, the use of personal pronouns is thus avoided. In the damage survey context, impersonal narration ensures that the focus of the narrative is on facts, undertaken actions and conditions that the particular entity (ship/cargo) suffered. In the specific context of damage investigation, the marine surveyor impartially reports on the actions undertaken before the accident and in the course of the survey. An additional rhetorical effect achieved in this way is to emphasize the fact that the surveyor himself did not participate in this events. To illustrate this, in the above represented sample (Figure 1), the surveyor reports on the sequence of actions undertaken in turn on board the vessel after the damage had been discovered. His position is thus a neutral one.

*The square of the main hatch **was examined**; double bottom tanks **were sounded**; no ingress of water **was** observed; bilges **were** repeatedly **sounded**; the motor **was disconnected** and sent to shore; it **was confirmed** that the bilge system was in order.*

However, it should be observed that, whenever the narrator (marine surveyor) wants to emphasize the involvement of certain persons in certain activities, he shifts to the active voice. Moreover, when he wants to cast light on their efforts and contribution, he uses emphatic constructions.

*The crew **had managed** to remove various bags; Checks in way of the aft corrugated transverse bulkhead **did confirm** that…; The ship's staff **started** making a hole down to the No. 1 port; shore repairers **confirmed** that windlass motor needs to be rewinded; the crew **did manage** to clear away sufficient bags;*

Finally, it must be mentioned that, since the author primarily oriented towards neutral presentation of facts, textual cohesion is gained by use of certain anaphoric signals. Yet, in view of technical writing where the focus is on presenting technical facts, the most commonly used signals are the demonstrative pronouns **it** and **this.**

***It,** at the time of survey was well canvassed…Shore repairers confirmed that windlass motor needs to be rewinded. **This** will cause delay of the vessel.*

In general, textual cohesion is based on the repetitive use of nouns and adjectives belonging to a technological register. Understanding the text is therefore based on knowing the context. Therefore, marine surveyors easily decode information presented in this kind of text, particularly the lexis set for-

ward by members of this discourse community. Thus, in the sample represented in this paper (Figure 1) examples of specialized lexis and symbols used in damage reports are: **stbd (starboard) and port bilges**; **# (number), Pandi (P & I Club), foremost bottom**, etc.

3.1.6. Surveyor's summary

This segment of the report is sometimes also referred to as *of Surveyor's notes, Surveyor's comments* or simply, *Summary*. The surveyor's task is to express his overall opinion on the situation and propose future actions necessary to make the ships seaworthy. If the reporting in previous parts of the report was mainly factual and had a neutral tone, now the surveyor must express his personal opinion on the possible cause of the accident and the parties to blame. Yet, after analysis of the linguistic determinants prevailing in this segment, the conclusion reached is that marine surveyors avoid expressing final conclusions or strong assumptions. Thus, discourse features used in this segment are for the purpose of expressing doubt, possibility and hypothetical thinking. To justify this feature of the Surveyor's summary, attention is drawn to the use of modal verbs. After analysis of the distribution of modal verbs in twenty survey reports (29 sentences) it was found that the frequency of modals occurring in this segment goes in the following descending order: **could** (9) **may** (9), **should** (4), **must** (2), **can** (2), **would** (1) and **might** (1). It worth noting that examples of the use of the most restrictive modal **must** were found in only two sentences. In general, it seems that surveyors are unwilling to express final assumptions. This is justifiable since it is the duty of the arbiters, to whom Survey reports are passed, to make final judgments on the whole case. As can be seen, in the above represented segment of the Surveyor's summary (Figure 1) the modal **can** appears in only one sentence whereas the modal **could** appears in two examples. The modal **can** is used when the speaker tends to express actions which are more likely to happen. It is particularly used in passive constructions when the speaker's intention is to bring certain assessments, hypotheses or presumptions. It is likely that the modal **could** is applied to express a slightly less probable action and express the speaker's uncertainty. (Quirk et al., 1989: 97) Therefore, it comes as no surprise that the surveyor in the given segment prefers to use forms which are less certain. He therefore implies that the results of the survey are temporarily made and subject to further investigation.

> *No realistic approach **can be made** at this stage of survey in respect of quantity of cargo damage in hold no. 1.*

Since no definite argument about the water ingress into the cargo and subsequent damage can be reached, statements of the surveyor are based on his

previous experience and knowledge. Thus, he can only make guesses about the scope of damage that the cargo in the hold suffered. Also, he notes that the assertion set forward by other surveyor could be relied upon, but is not final.

*The water **could have found** its way into the cargo hold via the ventilation system … The allegation put forward by the owner c**ould** reasonably **be concurred** with…*

Thus, as far as the Surveyor's summary is concerned, the conclusion reached, if it is reached at all, is rather less categorical and definite. Finally, it is worth observing that, even when he recommends future action, the surveyor tends to apply less obligatory and certain language structures. Thus as far as the damage situation in the above stated sample (Figure 1) is concerned, the surveyor expresses his doubt about the possible scope of damage and passes the case on for further investigation. A typical construction to express this openness is the **verb to be + past participle**. In addition, the whole following sentence abounds with words indicating hesitation and uncertainty (**possibility** and **contemplated**).

*The **possibility** of encountering similar damage in hold No. 2 **is to be contemplated.***

3.1.7. Ending

Stylistically, this segment of report very much resembles the Introduction. Upon reading the Ending, it is evident that the tone of the legal discourse prevailing in the Introduction occurs in this segment, too. Namely, analogous with the introductory sentences of the damage report starting with the construction **this is to certify,** the tone of the legal discourse comes full circle. The surveyor guarantees that the survey was made **to his best knowledge** and emphasizes that his work was carried out **without prejudice.** This formulaic ending is found in all twenty reports making the corpus of the analysis. Apart from the collocation **without prejudice**, a very common component of the ending paragraph is **true and correct**, also very common in a legal and merchant register.

*Survey was made to the best of our knowledge and ability and this report is issued **true and correct, without prejudice** to the terms and conditions to whom it may concern.*

4. CONCLUSION

Having in mind the basic postulates on genre analysis set by Swales, the paper aims to identify a distinctive framework and regularities in damage reports written by marine surveyors. The reason for choosing damage reports lies in the fact that these reports, like many used in shipping business, represent, from a legal aspect, very delicate documents, which are valid in court. Therefore, one of the goals was to point out how the linguistic exponents of the damage report as a genre, reveal the institutional setting in which this document is based. Consequently, the emphasis is placed on recognizing and describing the communicative function of its individual segments. After the analysis, it was found that certain segments of the report are characterized by more formulaic discourse and lexis (Introduction, Brief Narrative, Ending) whereas others are less predictable. Yet, the Survey represents the most informative and narrative segment of the damage report. Narrative must be precise, chronological and unbiased. Thus, typical constructions are passive ones formed by verbs of perception: discover, establish and found. The last segment of the damage report is the most personal one, yet, the surveyors in most cases hesitate to bring decisive arguments on the scope of damage and imply a certain openness in the case. The legal institutional background established in the beginning of the Damage Report by use of archaic and legal discourse also appears in the Ending. To sum up, the general conclusion reached after the analysis of damage reports is that genre analysis tools can be easily applied to establish conventional structuring of the damage report as a genre used in the marine surveyors' discourse community. Results of the analysis can be applied in creating a syllabus and courses for navigational and marine officers who, after a long navigating experience, tend to settle ashore and become marine surveyors.

APPENDIX 1

Damage reports analyzed

No.	Ship/Subject	Company
1.	M/V SEA WHISPER, *Grounding*, Parana River, September 2000	Average Adjusters, Messrs. GRONINGER &WELKE, Bremen
2.	M/V ORION, *Damage to the STBD plating*, April 1999	Industriele Maritime Expertise, Antwerp
3.	M/V CATTARO, *Damage to the hull,* January 1992	Northwest Marine Surveyors Ltd, Vancouver
4.	M/V AZZARO, *Damage to cargo,* December 2005	International Naval Surveyors Bureau
5.	M/V STAR, *Grounding in Panama Channel, September 2000*	Morgan&Morgan, Attorneys at Law, Panama
6.	M/V RAINBOW c/w M/V SA'AR, *Collision*, February 2006	Nestor Marine Surveyors Ltd., Israel
7.	M/V BOKA, *Damage to Main Engine,* November 2000.	Liverpool,
8.	M/V NORTH c/w M/V GALAXY, *Collision -Singapore Straits*, March 1998.	Holman. Fenwick & Willan, HONG KONG.
9.	M/S RIJEKA , *Collision with M/V OTOK* , January 1989	Dominion International Services, Marine Surveyors- Consulting Engineers, Egypt.
10.	M/V OCEAN SPIRIT, *Contact with M/V DIANA*, January 1989	Lloyd's Register of Shipping, London.
11.	M/V MARINE, *Collision with M/V STAR*, January 1987.	PORT SAID MARINE WORKS, Egypt.
12.	M/V CURRENT, *Damage to cargo* (April 2000).	Liverpool and Glasgow Salvage Association,
13.	M/V SEABORNE, *Grounding at Culebra Cut*, July 2000.	Fernie Ltd , Cristobal
14.	M/T OCEAN, *Collision with M/V STORM,* July 1990	Matthews – Daniel International, PTE. LTD. , Singapore
15.	M/V VENICE, *Damage due to list* , May 1989.	Salim Al. Khader Bureau for Marine Consultant & Marine Surveyors, Aqaba
16.	M/V WAVE, *Damage to ship,* May 1997	Salim Al. Khader Bureau for Marine Consultant & Marine Surveyors, Aqaba
17.	M/V HORIZON, *Damage sustained due to heavy weather*, May 1989	Mariner Surveyors Ltd., Cadiz.
18.	M/V SILVER WHAVE**,** *Fire on board ship*, May 1987	E.LJOHNSON'S SONS & MOWAT, Marine Brokers and Surveyors, London
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Sažetak

STILISTIČKE ZNAČAJKE IZVJEŠĆA O OŠTEĆENJU

Tijekom posljednjeg desetljeća, stilistička analiza je opsežno primijenjivana u uspostavljanju konvencionalnih diskursnih obrazaca raznih vrsta tekstova. Umjesto da identificiraju gramatičke osobine određenog teksta, stilistički analitičari se uglavnom fokusiraju na istraživanje institucionalnog okruženja u kojem se određeni stil generira. Tipični stilovi ugrađeni u pomorsku diskursnu zajednicu već su identificirani (brodski dnevnik, izvještaji stroja, formuliranje teleksa, životopis). Ipak, nedostatak intertekstualnog znanja je evidentan, tj. objašnjenje kako ovi osobiti stilovi koreliraju sa stvarnim (pomorskim) okruženjem. U tom svjetlu, u ovom radu se primjenjuje stilistički pristup u empirijskoj analizi izvješća o oštećenju napisanih od strane pomorskih nadzornika. Primjenom deduktivne metode, analiza polazi od makrostrukturalne razine teksta ka analizi njihovih karakterističnih elemenata (mikrostruktura). Zbog nedostatka prostora, od 20 analiziranih tekstova koji čine analizirani uzorak, u radu je u cijelosti ilustrirano jedno izviješće.

Ključne riječi: *stilistička analiza, diskursni obrasci, pomorsko okruženje, izvješća o oštećenju*

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