

Grounding Incident and Communications checklists

GROUNDING / STRANDING / WRECKED INCIDENT CHECKLIST

1.3

Note: This checklist is for use by the Command Team in the event of an incident.
It should be used in conjunction with the additional checklists for oil pollution incidents (2.) and other incident checklists, as appropriate
This checklist must be retained as documentary evidence.

- Completed*
1. Stop engines (assess damage before trying to refloat)
 2. Call master
 3. Advise engine room
 4. Exhibit lights/shapes
 5. Switch on VHF "channel 16"
 6. Close all watertight doors and follow Damage Control Plan instructions
 7. Muster crew as required and commence damage assessment and response (instruct crew re "what to look for" and extend assessment area as necessary)
 8. Muster pax
 9. Sound all tanks, bilges, etc.
 10. Check for oil spillage in water? (also use oil spill checklist if yes)
 11. Party assigned damage control to check internal damage
 12. If shell plating holed, assess rate of water intake
 13. Sound around vessel and assess how fast aground
 14. Establish nature of bottom
 15. Check sea suction
 16. Fix vessel's position and time
 17. Advise DP.A. if not available -- another shoreside person from the vessel's Back-Up Team
 18. Inform office
 19. Notify Port State Authority (703524407 / 1100302 40524)
 20. Check machinery & propellers for damage and tail shaft for oil loss
 21. Check state of tide
 22. Assess if vessel likely to refloat next high water
 23. Check weather/forecast
 24. Consider additional ballast to prevent vessel going further aground or pounding
 25. Use of anchor (consider vessel maybe sitting on anchor)
 26. Course and speed at time of grounding
 27. Note drafts both before grounding and when aground
 28. Pilot in attendance? *N.A.*
 29. If tugs in attendance note where fast and direction of pull/push
 30. Check for injuries to passengers and crew
 31. Statements of OOW and witnesses (note their addresses)
 32. Assistance required
 33. Classification surveyor attendance/report
 34. P&I Club attendance/report
 35. Chart with positions up to time of grounding
 36. Course recorder printout
 37. ER data logger printout
 38. Time of refloating
 39. Enter facts in deck and engine log books
 40. Notify interested parties including Coast/Port State if in territorial waters or nearest MRCC if on the high seas

Master

Signature

Name

Date

**GROUNDING / STRANDING / WRECKED
COMMUNICATIONS CHECKLIST**

1.3A

Note: This checklist is for use by - the Command Team, when reporting upon the emergency.
the Incident Co-ordinator receiving the Master's call.

Faxing this checklist list may be the most efficient method for the Command Team to follow-up an initial verbal communication.

This checklist must be retained as documentary evidence.


Ship:	HAMBURG	Local Time:	12 28
Position :	TUBERFORD	GMT	12.28

1. Cause	STRONG WIND GUST 45/48 knots		
2. Exact position	L. 56° 39' 09" N L. 006° 02' 36" W		
3. Wind and weather conditions	WIND SW 7/9 (BEFORE)		
4. Direction of current			
5. Tidal conditions	Time of High water Local GMT 11 57 10 57	Time of Low water Local GMT 12 23 12 23	
6. Tidal range			
7. Draft before grounding	F. 4.80	A. 5.50	M.
8. Draft after grounding	N/A		
9. Soundings around the vessel			
10. Time Sounding Taken	SOUNDING PERFORMED ALL OK TANK 6 BY UNDER-SOUNDING (CAM 4)		
11. Bottom condition	TO BE OBSERVED		
12. Machinery conditions	PORT PROPELLER IN OPERATION 37.3 RPM		
13. Steering machinery conditions	DOWN		

GROUNDING / STRANDING / WRECKED COMMUNICATIONS CHECKLIST		1.3A
14. Other equipment conditions	TO BE CONFIRMED	
15. Possible leaks	UNDER OBSERVATION	
16. Other damages	TO BE CONFIRMED	
17. Risk factors for vessel and crew	NIL	
18. Pax condition/morale	GOOD - NO PROBLEMS	
19. Bunker onboard-distribution	SEE ATTACHED LIST	
20. Ballast/Fresh water distribution	FW TANK 2-1 EXHAUST FW TANK 2-2 PORT/STARBOARD	
21. Trimming possibilities	NIL	
22. Lifting possibilities	NIL	
23. Master / Pilot opinion on the possibilities of refloating the vessel without assistance.	N.A.	

For office use (Incident Co-ordinator):			
Initial ship contact (local time / date):		Communication method:	
Members of back up team informed: (local time / date)	DPA:	127 TELEPHONE	127 RADIO
	CEO:		
	MD and Other Back-Up Team members:		
12.35 12/05/15			

Master /
Incident Co-ordinator


Signature


Name

Fuel Report	
Date : 12.05.2015	
Port : BELFAST (arr) dep. noon	
H.F.O.	
Tk# 4.0	= 0
Tk# 4.1	= 69.25
Tk# 4.2P	= 47.05 LSP0
Tk# 4.2S	= 0
Tk# 4.4	= 0
Tk# 4.5	= 42.57 / 41.9
Tk# 4.7	= 17.25
Tk# 4.8	= 6.25
Tk# 4.10	= 2.65
Tk# 4.11	= 0
Tk# 4.12	= 15.25
Total:	=
M.D.O.	
Tk# 4.6	= 11.45
Tk# 5.1	= 15.25 / 14.7
Tk# 5.2	= 13.65
Tk# 5.3	= 32.45
Total:	=
M.G.O. & Lub.oil	
Tk# 5.4	=
Tk# 5.6	=
Total:	=
Lub.oil	= 5.1
Arrival: (_____ miles) (88 miles)	
St/By 16:12 FWE 18:24	
Departure: (_____ miles)	
St/By _____ Dep.Time _____ FAW _____	

Fuel Report	
Date : 11.05.2015	
Port : (arr) dep. (noon)	
H.F.O.	
Tk# 4.0	= 0
Tk# 4.1	= 86.7 Δ 0
Tk# 4.2P	= 47.0 LSP0
Tk# 4.2S	= 0
Tk# 4.4	= 0
Tk# 4.5	= 44.6 Δ 0
Tk# 4.7	= 17.2 Δ 0
Tk# 4.8	= 6.2
Tk# 4.10	= 2.6
Tk# 4.11	= 0
Tk# 4.12	= 15.2 6.0
Total:	=
M.D.O.	
Tk# 4.6	= 15.8
Tk# 5.1	= 16.6
Tk# 5.2	= 13.6
Tk# 5.3	= 32.4
Total:	=
M.G.O. & Lub.oil	
Tk# 5.4	=
Tk# 5.6	=
Total:	=
Lub.oil	= 5.1
Arrival: (_____ miles) (_____ miles)	
St/By _____ FWE _____	
Departure: (_____ miles)	
St/By _____ Dep.Time _____ FAW _____	

Form SAF09 Voyage and Passage Plan

VOYAGE AND PASSAGE PLAN – Section A

SHIP:	M/S Hamburg	VOYAGE #:	15/2015
Port of Departure:	DUBLIN	Port of Arrival:	TOBERMORY
MLS: 239 NM	Av. Speed: As per schedule	ETA Pilot:	13:30 Date: 11/05/2015

The passage plan should aim to establish the most favorable route while maintaining appropriate margins of safety and safe passing distances offshore. The intended voyage should be planned prior to departure using appropriate and available corrected charts and publications. The master should check that the tracks laid down are safe. Further, it is the duty of the master in light of circumstances that may prevail to exercise professional judgment and modify the plan to maintain safe navigation. The following factors are to be taken into consideration when preparing the passage plan and are SHOWN ON THE CHART where appropriate.

Tick	Description
<input checked="" type="checkbox"/>	1 Courses drawn to be in accordance with advice/recommendations in sailing directions and ship's operational limitation
<input checked="" type="checkbox"/>	2 Passage Plan enclosed (approved by Master)
<input checked="" type="checkbox"/>	3 Ship's draught in relation to available water depths
<input checked="" type="checkbox"/>	4 Effect of "squat" on under keel clearance in shallow water
<input checked="" type="checkbox"/>	5 Tides and currents CHECKED AND MARKED
<input checked="" type="checkbox"/>	6 Navtex / Meteofax / Radio Bulletins/ weather forecast concerning the voyage enclosed
<input checked="" type="checkbox"/>	7 All charts and navigation books for the voyage are fully updated and corrected
<input checked="" type="checkbox"/>	8 Most important navigational aids of the area as well as the layout of the coastline were studied
<input checked="" type="checkbox"/>	9 Position-fixing methods to be used
<input checked="" type="checkbox"/>	10 Safe speed in accordance with weather conditions, traffic density and the vessel's maneuvering characteristics
<input checked="" type="checkbox"/>	11 Day light / night time passing of danger points MARKED
<input checked="" type="checkbox"/>	12 "No Go" and environmental boundaries highlighted on chart (nav info must not be obscured)
<input checked="" type="checkbox"/>	13 Course to steer with heading, leading lines, parallel index distances, distance between waypoints and important nav marks
<input checked="" type="checkbox"/>	14 Wheel over positions, turn rate and/or turn centres
<input type="checkbox"/>	15 Available cross track margin
<input type="checkbox"/>	16 Bearing and radar range measurement check lines
<input checked="" type="checkbox"/>	17 Permanent and temporary nav hazards marked / highlighted (e.g. wrecks, cables, shallow water/patches, other obstructions)
<input checked="" type="checkbox"/>	18 Vessel reporting points are marked
<input type="checkbox"/>	19 Areas where RED and GREEN conditions are required are marked and noted
<input type="checkbox"/>	20 Applicable marine environmental protection measures – known and planned for

DANGERS TO NAVIGATION

1	Minimum Distance To Be Kept From Land:	As Per Captains Orders
2	Shallow Waters:	Area: As indicated on charts Charts: Sea Chart List
3	Tides Amplitude:	Area:
4	Local Phenomena:	Area: NIL
5	Weather Forecasts:	Area: Every 6 hours NAVTEX St: : E,O Navarea 1
6	Security:	Area: LVL 1
7	Warnings:	Area: NIL

INTERNATIONAL / LOCAL REQUIREMENTS

1	Traffic Separation Schemes to Follow:	Area: See charts	Charts:
2	Required Radio Contacts:	As indicated on charts	Area:
		Reporting Point notification	As indicated on Chart
3	Safety / Pollution / Security / Health Rules/ Area:		

NEXT PORT OF CALL

1	Minimum Sea Depth on the Way to Berth / Anchorage	Meters: As indicated on charts
2	Tide Amplitude (If significant): SEE ATTACHED TIDE TABLE	
	Port	Date
	Lows / Mtrs	Highs / Mtrs
	Time	Remarks / berthing side
3	Significant Backwash:	
4	Bridge Clearances, Passages:	Port:

OTHER

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T R A C K (columns as configured)

1505 DUBLIN-TOBERMORY

No.	Latitude	Longitude	Track	Dist	TrkDet	Remark
0001	53:20.760 N	006:13.520 W			0.00	ALEXANDRA QUAY...
0002	53:20.650 N	006:12.500 W	100.2	0.62	0.62	
0003	53:20.630 N	006:12.200 W	096.4	0.18	0.80	SCUTH BANK QUAY
0004	53:20.610 N	006:09.000 W	090.6	1.91	2.71	POOLBEG LT.HO
0005	53:20.480 N	006:06.690 W	095.4	1.39	4.09	BUOY NO.3
0006	53:20.000 N	006:04.400 W	109.3	1.45	5.54	FAIRWAY BUOY
0007	53:20.294 N	006:03.179 W	068.0	0.79	6.33	DUBLIN P.S. HOESP
0008	53:20.483 N	006:02.247 W	071.3	0.59	6.92	
0009	53:20.796 N	006:01.144 W	064.6	0.73	7.65	
0010	54:27.552 N	005:13.167 W	022.9	72.49	80.14	
0011	55:16.062 N	005:52.007 W	335.3	53.41	133.55	TSS IN
0012	55:24.664 N	006:02.541 W	325.1	10.48	144.03	
0013	55:26.409 N	006:17.912 W	281.3	8.90	152.93	TSS OUT
0014	55:38.766 N	006:41.709 W	312.5	18.27	171.20	
0015	56:07.889 N	006:42.943 W	358.6	29.13	200.34	DOUBH ARTACH
0016	56:31.085 N	006:29.015 W	018.4	24.45	224.78	
0017	56:36.750 N	006:21.493 W	036.2	7.02	231.80	
0018	56:40.120 N	006:10.199 W	061.5	7.07	238.87	
0019	56:40.063 N	006:05.724 W	091.3	2.46	241.33	
0020	56:38.874 N	006:03.855 W	139.2	1.57	242.90	
0021	56:37.728 N	006:03.051 W	158.9	1.23	244.13	
0022	56:37.186 N	006:03.637 W	210.7	0.63	244.76	TOBERMORY ANCHORAG

0364 Tobermory
56°37'N 6°04'W Scotland Saturday, May 09, 2015 -0100
Data Area 1-4. Europe, Northern Waters & Mediterranean Version 14

09-May-2015		10-May-2015		11-May-2015		12-May-2015		
	Time	Height		Time	Height		Time	Height
High	9:45	3.9 m	High	10:40	3.6 m	High	11:57	3.5 m
	22:19	3.9 m		23:29	3.7 m		High	1:00
								3.7 m
Low	4:09	1.2 m	Low	4:59	1.4 m	Low	5:59	1.5 m
	16:27	1.3 m		17:19	1.5 m		Low	7:11
								1.6 m
								19:43
								1.6 m
13-May-2015		14-May-2015		15-May-2015				
	Time	Height		Time	Height		Time	Height
High	2:21	3.8 m	High	3:24	4.0 m	High	4:19	4.2 m
	14:58	3.6 m		16:00	3.8 m		High	16:52
								4.1 m
Low	8:31	1.5 m	Low	9:41	1.3 m	Low	10:39	1.0 m
	21:05	1.5 m		22:11	1.2 m		Low	23:07
								0.9 m

Voyage and Passage Plan – Section B

Leg no.	WP no.	Waypoint		True Course (RL / GC)	Dist. to next WP	Dist. to go (berth to berth)	Under keel clearance	Dist. from shore	Fix frequency	Primary Fix method	Second. Fix method	Remarks
		Lat.	Long.									
SEE ATTACHED ECDIS TRACK												
							All legs checked for min UKC: 1m for approaches, 5 m for coastal navigation and 10 m for deep sea passages. Exemptions are marked on the charts.	Checked for >0.3 nm for approaches and >0.8 nm in coastal navigation. See Parallel Index marks at various close to shore passages and markings of exemptions on the chart.	Position fixing frequency depends on speed and distance to the nearest danger. Standing minimum for position fixing frequency: 1h in deep sea, 30 min in coastal navigation and 15 min in approaches.	GPS, Radar and Visual		

Nautical Charts and Publication to be used :
Charts: BA 1447,1415,1468,44,2093,2198,2199,27798,1770,1778,2171,2392,2474
Publications: SD:NP 40,37,66 ALRS:281(1)-282-283(1)-285-286(1), ALL:NP 74 ATT:NP201

Plan prepared by:	Signature:	Approved by Master:	Signature :
OOW Signature:	OOW Signature:	OOW Signature:	Other Signature: