Grounding Incident and Communications checklists
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 (L) and other
incident checklists, as appropriate.
This checklist must be retained as documentary evidence.

Complied

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. If not available – another shoreside person from the vessel's Back-Up Team
18. [ ] Inform office
19. [ ] Notify Port State Authority (Note: Include any relevant details)
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? 
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 off the high seas

Master

Signature

Date: 11/05/2015

Emergency Contingency Plan (Pax)  Version: 1 Issued: 12/95  Revision: 8 Issued: 05/10  Page 5.1.7
### GROUNDING / STRANDING / WRECKED
**Communications Checklist**

1. **Cause**
   - Strong wind
   - ENE 45/48 knots

2. **Exact position**
   - 1° 56' 37" S 107° 03' 04" E
   - 1° 00' 06" S 107° 03' 36" E

3. **Wind and weather conditions**
   - Wind SE 8/10 (Beaufort)

4. **Direction of current**

5. **Tidal conditions**
   - Time of High water
     - Local: 17:52
     - GMT: 12:52
   - Time of Low water
     - Local: 05:08
     - GMT: 10:08

6. **Tidal ranges**

7. **Draft before grounding**
   - F. A. M.
   - 9.80 m

8. **Draft after grounding**
   - F. A. M.
   - N/A

9. **Soundings around the vessel**
   - A B C D E
   - F G H

10. **Time Sounding Taken**
    - Soundings performed, all OK.
    - Tank 6 is under assessment, 1500 AM.

11. **Bottom condition**
    - To be determined

12. **Machinery conditions**
    - For service conditions
    - 7/7.0

13. **Steering machinery conditions**
    - 6/10

---

**Ship:** HAMBURG

**Local Time:** 12:28

**GMT:** 12:28

---

**Note:** This checklist is for use by the Command Team, when reporting upon the emergency.

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.

**Local Time:**

U. 1/1

1/2

1/3

1/4

**Position:**

Jezan, Arabia

---

**Emergency Contingency Plan (Pax)**

Version: 1

Issued: 12/95

Revision: 8

Issued: 05/10

Page 5.1.8
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### For office use (Incident Co-ordinator):

- **Initial ship contact (local time / date):**
  - **Communication method:**

- **Members of back up team informed:**
  - **DPA:**
  - **CEO:**
  - **MD and Other Back-Up Team members:**

- **(local time / date):**
  - **13.55 12/6/15**

---

**Emergency Contingency Plan (Pax)**

- **Version:** 1
- **Issue:** 12/95
- **Revision:** 8
- **Issue:** 05/10

---

**Page 5.1.9**
## Fuel Report

**Date:** 11.05.2015  
**Port:** BELFAST

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**Total:** M.D.O.

**M.G.O. & Lub.oil**

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**Total:** Lub.oil

**Arrival:** 17:58  
**Departure:** 17:58  
**St/By:** 18:12  
**FWE:** 18:24  
**FAW:** 18:24

**Arrival:** 15.8  
**Departure:** 16.6  
**St/By:** 18:12  
**FWE:** 18:24  
**FAW:** 18:24
Form SAF09 Voyage and Passage Plan
## VOYAGE AND PASSAGE PLAN – Section A

**SHIP:** MIS 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:

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

### DANGERS TO NAVIGATION

<table>
<thead>
<tr>
<th>Minimum Distance To Be Kept From Land</th>
<th>As Per Captains Orders</th>
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<tr>
<td>Shallow Waters: Area: As indicated on charts</td>
<td>Charts: Sea Chart List</td>
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<td>Tides Amplitude: Area:</td>
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<td>Local Phenomena: Area:</td>
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<td>Weather Forecasts: Area: Every 6 hours</td>
<td>NAVTEX St.: E,O</td>
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<td>Warnings: Area:</td>
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### INTERNATIONAL / LOCAL REQUIREMENTS

1. **Traffic Separation Schemes to Follow:** Area: See charts  
2. **Required Radio Contacts:** As indicated on charts  
   - Reporting Point notification: As indicated on Chart

### NEXT PORT OF CALL

1. **Minimum Sea Depth on the Way to Berth / Anchorag:** Meters: As indicated on charts  
2. **Tide Amplitude (If significant):** SEE ATTACHED TIDE TABLE

<table>
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<tr>
<th>Port</th>
<th>Date</th>
<th>Lows / Mtrs</th>
<th>Highs / Mtrs</th>
<th>Time</th>
<th>Remarks / berthing side</th>
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3. **Significant Backwash:** Port:  
4. **Bridge Clearances, Passages:** Port: Port:

### OTHER

Form SAF9 (Pax)  
Version: 2  
Issued: 04/08  
Revision: 1  
Issued: 03/10  
Page 1 of 2
**SAM Electronics CHARTPILOT 9320/30 02.05.2015 DMV 13:58 HM [ZT] Page 1**

**TRACK (columns as configured)**

**1505 DUBLIN-TOBERMORY**

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**0364 Tobermory**

59°37'N 8°04'W Scotland  Saturday, May 09, 2015 -1000

Data Area 1-4: Europe, Northern Waters & Mediterranean

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**Voyage and Passage Plan – Section B**

**SEE ATTACHED ECDIS TRACK**

All legs checked for min. UKC: 10m for coastal navigation and 10m 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, 1458, 4420, 2195, 2199, 27798, 1770, 1778, 2171, 2392, 2474

Publications: SD NP 40.37.66 ALARS 28/21 (1) 282-283(1)-285-286(1); ALL NP 74 ATT NP201

---

Signatures: [Signatures and stamps]

Other Signatures: [Signatures and stamps]