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## 1. ELECTRICAL POWER SYSTEM AND EMERGENCY PROCEDURES

MPA would like to bring your attention on the U.S. Coast Guard's (USCG) Safety Alert 10-24, which highlights the critical importance of shipboard engineers' familiarity and training on electrical generation systems and emergency procedures, specifically in managing blackouts.

Please refer to the attached USCG Safety Alert for detailed information.

The USCG's recent publication addresses an incident where extended power loss occurred due to the shipboard engineers was not familiar in restoring ship's main power supply. The delay in power restoration was caused by the lack of understanding of the proper procedures for managing a blackout, emphasizing the need for improved training and emergency preparedness.

Proper understanding and training on electrical power systems and emergency procedures are vital to the safety of the ship and crew. By ensuring crew members are sufficiently trained and familiar with these systems can help prevent extended blackouts and mitigate risks during critical incidents.

The Chief engineer shall ensure that shipboard engineers are sufficiently trained on electrical power systems and are familiar with emergency procedures, including restoring the ship's main power supply following a loss of power.

The Chief engineer shall conduct blackout and reset drills under safe operating conditions (after approval from the ship manager) to ensure emergency procedures are effectively applied.

## 2. APPLICATION OF RULE 10 AND NAVIGATION IN THE DOVER STRAIT

The Master shall discuss attached MGN amendment "Traffic Separation Schemes and application of Rule 10 and navigation in the Dover Strait" with all deck officers and take necessary actions when transiting Dover strait.

Before entering a TSS, the Deck OOW should inform the Engine Room that the vessel may require to use hand steering and make speed alterations at short notice. This may require another generator to be put on load for the duration of the time in the TSS.

## 3. CYBER SECURITY

The Office will be sending video training links to each vessel along with the instructions by email. Once received all crew on board shall view the cybersecurity videos.

Typically, the video's will be made available on the Master's Laptop, CEO's PC and Admin 1 pc. We propose that the Engine Dept. must watch the video on the CEO's PC likewise the Deck Dept. will watch on Admin 1.

The Office will be providing details of the video to be viewed shortly. A poster will also be made available to be displayed.

#### 4. KARCO TRAINING

The ship staff shall conduct the following training modules this month:

- ANCHORING\_OF\_VESSELS\_2.0
- AUDITING THE ENGINE ROOM & STEERING GEAR COMPARTMENT
- PORT STATE CONTROL VOL 1
- SIMPLE MISTAKES- FATAL CONSEQUENCES

The duration of each title is only about 10-15 minutes.

Training must be carried out in two sessions (based on work/rest hours) to ensure all crew are able to attend. Each session must be opened and concluded by a Senior Officer.

After the training, the Senior Officer should have an interactive session with the crew, discuss questions and the crew can also share their experience (Reflective learning). Once the training has been completed, each crew member shall log on individually and an assessment must be completed. The records must be exported to KARCO system.

The Master can contact IT department and support team ([support@karcoservices.com](mailto:support@karcoservices.com)) for any queries regarding KARCO.

Records of training to be maintained in form 3.2.3

#### 5. NOX TECHNICAL FILES AND MACHINERY COMPONENTS

Different PSC areas are currently scrutinizing the NOx Technical Files and the Record Book of Engine Parameters in detail to ensure the records align with the on-board installations. During the last months, several detainable deficiencies have been issued by Port State Control Officers (PSCOs) during regular PSC inspections.

The Chief engineer shall review the items discussed in the attached newsletter and ensure updated Technical Files and Record Books are always available on board.

#### 6. OJT - BALLAST WATER RECORD BOOK

From 01 Feb 2025, Record-keeping of ballast water operations in the BWRB shall be in accordance with guidance BWM.2/Circ.80.

The Company is in the process of dispatching the revised ballast water record books to all vessels at the next convenient port.

The Master shall carry out on the job training as per attached sample entries to all deck officers and record details on training in form 3.2.3.

We recommend that ship start recording events in the new ballast water record book from 01 January if received onboard.

## 7. MLC AMENDMENTS

Please find summary of MLC amendments effective from 23 DEC 2024.

Inspection timing	Initial inspection or first periodical inspection conducted on or after 23 December 2024, whichever comes earlier.
Inspection content onboard	Mainly, compliance with the following amended requirements will be confirmed onboard. [A3.1] <ul style="list-style-type: none"><li>● Providing social connectivity as recreational services for seafarers (Most of flag administrations consider social connectivity as internet access and shipowners are encouraged to provide internet access to seafarers at reasonably practicable with charges being reasonable in amount.)</li></ul> [A3.2] <ul style="list-style-type: none"><li>● Providing free food and drinking water to seafarer</li><li>● Providing balanced and nutritious meals to seafarer</li><li>● Inspection of supplies of food and drinking water in relation to their quantity, nutritional value, quality and variety by master (There are no specific standards for the quantity, nutritional value and variety of food, but shipowners are encouraged to define the standards and document procedures in manuals.)</li></ul> [A4.3] <ul style="list-style-type: none"><li>● Providing appropriately sized personal protective equipment to all of seafarers (Personal protective equipment generally includes work clothes, safety shoes, goggles, helmets and work gloves.)</li></ul>

The Company has incorporated these requirements in the SMS manuals.

- FLEET PROCEDURE MANUAL - 15.2 - CATERING AND VICTUALING
- HSE 4.8 - PERSONAL PROTECTIVE EQUIPMENT
- PERSONAL MANUAL - 1.0 PERSONNEL POLICY - 13.2. RIGHTS OF EMPLOYEES
- FORM 5.2.1 – WEEKLY INSPECTIONS OF CREW ACCOMMODATION, FOOD AND WATER

The Master shall ensure compliance with these requirements onboard.

## 8. RIGHTSHIP SECTION 11 – RADIO AND COMMUNICATION

RIGHTSHIP has commenced inspection of dry vessels using their checklist (RISQ) which is uploaded on the landing page of SHEQ. The RIGHTSHIP inspection is similar to the OCIMF SIRE inspection on tankers.

There are 17 chapters in the RIGHTSHIP questionnaire.

The Company will send guidance for each section as part of the monthly campaign.

For this month, the Master shall go through the attached “**RADIO AND COMMUNICATION**” checklist with all deck officers and ensure that the vessel is in compliance with all the items.

## 9. PILOT LADDER

Please find attached pilot ladder campaign statistics issued by AMPOL.

Kindly discuss the key issues identified with all deck officers and ratings.

The IMO has established specific requirements for construction, maintenance and use of pilot ladders under SOLAS Chapter V and IMO Resolution A.1045(27). These standards ensure the safety of pilots boarding and disembarking vessels, emphasizing proper ladder rigging, securing arrangements, and periodic inspections. Compliance with IMO Resolution A.1045(27) is critical to avoid accidents and maintain operational efficiency.

## 10. MISSING LOGBOOKS

On one of our managed vessels, the in-use Garbage Record Book and Ballast Water Record Book were found missing.

The MARPOL related logbooks were not kept in the safe custody of the responsible officer. They were kept in the ship's office where any crew can have access.

The ship staff searched the vessel thoroughly but were unable to locate both the log books. The Company informed the flag state regarding the missing logbooks.

To prevent recurrence, all logbooks shall be kept in the safe custody of the responsible officer. The Marpol related logbooks shall not be kept in common areas like ships office.

The Garbage Record Book and Ballast Water Record Book shall always be in the custody of the Chief Officer and shall be always kept in the Chief Officer's cabin after any entries are made.

The Oil Record Book shall always be in the custody of the Chief Engineer and shall be always kept in the Chief Engineer's cabin after any entries are made.

The ship staff shall ensure that whenever any third-party inspectors visit the vessel, the logbooks shown to them are collected back prior to their disembarkation.

## 11. GMDSS OPERATING GUIDANCE FOR SHIPS IN DISTRESS SITUATIONS

1. Discuss attached revised flow chart with all deck officers
2. Print / laminate attached revised flow chart and display it near the GMDSS equipment
3. Remove the previous "GMDSS OPERATING GUIDANCE FOR SHIPS IN DISTRESS SITUATIONS" flow chart
4. Include relevant coast station information (including DSC equipment and operating frequencies) for the intended voyage in the passage plan

Date: 20 December 2024

[For the attention of SRS operators, Designated Persons (DPA) and Master]

Dear Sir/Madam,

## **ELECTRICAL POWER SYSTEM AND EMERGENCY PROCEDURES**

MPA would like to bring your attention on the U.S. Coast Guard's (USCG) Safety Alert 10-24, which highlights the critical importance of shipboard engineers' familiarity and training on electrical generation systems and emergency procedures, specifically in managing blackouts. Please refer to the attached USCG Safety Alert for detailed information.

2. The USCG's recent publication addresses an incident where extended power loss occurred due to the shipboard engineers was not familiar in restoring ship's main power supply. The delay in power restoration was caused by the lack of understanding of the proper procedures for managing a blackout, emphasizing the need for improved training and emergency preparedness.

### **Call for Action**

3. MPA urge all SRS operators, DPA and Masters to ensure that shipboard engineers are sufficiently trained on electrical power systems and are familiar with emergency procedures, including restoring the ship's main power supply following a loss of power, and with the following to be carried out:

- Consider developing and implementing new Safety Management System procedures or evaluating the effectiveness of existing procedures relative to crew familiarity, training on electrical power systems, and emergency procedures, including restoring the ship's main power supply following a loss of power.
- Train crew members on the proper steps for restoring the electrical plant to minimize response times during blackouts.
- Conduct blackout and reset drills under safe operating conditions to ensure emergency procedures are effectively applied.

4. Proper understanding and training on electrical power systems and emergency procedures are vital to the safety of the ship and crew. By ensuring crew members are sufficiently trained and familiar with these systems can help prevent extended blackouts and mitigate risks during critical incidents.

5. We seek your full cooperation on this matter and together we can work towards maintaining quality ships and flying Singapore flag high.

Thank you.

Yours faithfully,  
The Team from Flag State Control  
Maritime & Port Authority of Singapore

Best Regards  
Soo Ling

**(Ms) YANG Soo Ling | Assistant Manager (Flag State Control) | Maritime and Port Authority of Singapore (MPA) | New DID: (65) 6375 1683 | [www.mpa.gov.sg](http://www.mpa.gov.sg)**

**Our Vision** ▪ A leading maritime agency driving Singapore's global maritime aspirations

**Our Mission** ▪ To develop and promote Singapore as a premier global hub port and an international maritime centre, and to advance and safeguard Singapore's strategic maritime interests



[MPA EFS](#)

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# UNITED STATES COAST GUARD

U.S. Department of Homeland Security

## MARINE SAFETY ALERT

### Inspections and Compliance Directorate

December 11, 2024  
Washington, DC

Safety Alert 10-24

## **DON'T GET CAUGHT IN THE DARK: KNOW YOUR ELECTRICAL PLANT'S RESTORATION PROCEDURES!**

This Safety Alert highlights the critical need for engineering personnel to be thoroughly familiar with, and trained on, the functionality of onboard electrical generation systems and emergency procedures to effectively manage a blackout. Sector Delaware Bay recently responded to an incident involving a ship that suffered a loss of their main power supply while operating in a restricted waterway. As a result, the ship was forced to rely solely on its emergency generator for more than an hour. The extended power loss arose because the crew lacked familiarity and training in main power restoration procedures.



Figure 1 - Generator Control Panel

Even after the emergency generator connected, multiple bridge and engine control room alarms diverted operator attention from critical navigation and ship handling tasks. It is crucial to swiftly restore a ship's main power following a power loss and to reestablish operation of critical ship systems.

In this case, a non-audible alarm at the generator control panel required acknowledgement before the ship service generators could be restarted. This alarm was not integrated within the ship's machinery monitoring system, causing it to be easily overlooked. The crew's unfamiliarity with the control panel delayed their ability to identify and acknowledge this alarm, prolonging the restoration of the main power supply. The Coast Guard strongly **recommends** that owners, operators, and vessel officers:

- Consider developing and implementing new Safety Management System procedures or evaluating the effectiveness of existing procedures relative to crew familiarity, training on electrical power systems, and emergency procedures, including restoring the ship's main power supply following a loss of power.
- Train crew members on the proper steps for restoring the electrical plant to minimize response times during blackouts.
- Conduct blackout and reset drills under safe operating conditions to ensure emergency procedures are effectively applied.

This Safety Alert is provided for informational purposes only and does not relieve any domestic or international safety, operational, or material requirement. Developed by Sector Delaware Bay and distributed by the Office of Investigations and Casualty Analysis. Questions may be sent to [HQS-SMB-CGINV@uscg.mil](mailto:HQS-SMB-CGINV@uscg.mil).



Maritime &  
Coastguard  
Agency

Guidance

# **MGN 364 (M+F) Amendment 2 Navigation Safety: Traffic Separation Schemes – Application of Rule 10 and Navigation in the Dover Strait**

Published 3 December 2024

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## UK TSS

### 6. Recreational Activities within any UK TSS

More information



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This publication is available at <https://www.gov.uk/government/publications/mgn-364-mf-amendment-2-navigation-safety-traffic-separation-schemes-application-of-rule-10-and-navigation-in-the-dover-strait/8bada411-36b9-4ce7-9adc-7bbfe8d92614>

# Summary

- The International Regulations for Preventing Collisions at Sea, 1972, as amended, (COLREG), govern the conduct of all vessels in and near Traffic Separation Schemes (TSS) which have been adopted by the International Maritime Organization (IMO).
- This Marine Guidance Notice (MGN) provides interpretation and guidance on the application of Rule 10 of the COLREG.
- This Note draws attention to mariners on the mandatory reporting regime and the recommendations for navigating and other activities within the Dover Strait.
- This amendment provides updates to the guidance given on navigation within the Dover Strait along with further clarification on elements of Rule 10 of COLREG.

## 1. Introduction/background

1.1 TSS adopted by the IMO are set out in the IMO publication “Ships’ Routeing”, as amended, and various IMO COLREG Circulars. Additionally, they are identified in chart notes on admiralty charts and in Admiralty Annual Notice to Mariners 17.

1.2 Rule 10 of the COLREG, governs the conduct of all vessels:

- i) Navigating within TSS which have been adopted by IMO, including the defined area of associated traffic lanes, separation zones, and Inshore Traffic Zones (ITZ)
- ii) Navigating near the defined TSS such that the vessel’s navigation would interact with those navigating within and joining or leaving the TSS.

1.3 Under the principles of good seamanship, the guidance within this notice should also be seen as good practice for vessels navigating within non-IMO adopted TSS within United Kingdom (UK) waters.

1.4 The application of the guidance within this notice should

applied as follows:

- i) Sections 1 & 2 are applicable to all TSS
- ii) Section 3 is applicable to the TSS and routing measures within the Dover Straits
- iii) Sections 4 – 6, although written in relation to the Dover Straits, may also be applicable to other TSS.

1.5 In some TSS, special provisions may be included, governing their use by specified classes of vessels. Relevant information is given on charts, or there may be a recommendation for chart users to consult Admiralty Sailing Directions for that area.

## 2. Traffic Separation Schemes – Application of Rule 10

2.1 Rule 10 refers to “using” the TSS or ITZ. Using a TSS or ITZ means to be either navigating within, or in such a way that will cause the vessel to enter, the defined boundaries of the TSS or ITZ, this includes entering a TSS to travel only a short distance. Attention is drawn to the provisions of rule 10(h), where a vessel that is not using the scheme should avoid it by as wide a margin as is practicable, so as not to influence the traffic using the scheme.

**Rule 10 (a) “This Rule Applies to traffic separation schemes adopted by the Organization and does not relieve any vessel of her obligation under any other rule.”**

2.2 Mariners are therefore reminded that except where there are special local rules to the contrary, the other Steering and Sailing Rules (Section II – Conduct of vessels in sight of one another and Section III – Conduct of vessels in restricted visibility) apply within a Scheme as they do elsewhere at sea. Vessels proceeding in a TSS do not have priority over vessels crossing a lane.

2.3 Furthermore, TSS are usually sited where there is a heavy concentration of shipping. Mariners are therefore reminded of the

particular importance of strictly adhering to Rules 5, 6, 7, and 8 which refer to Look-out, Safe Speed, Risk of Collision, and Action to Avoid Collision respectively.

**Rule 10 (c) “A vessel shall so far as practicable avoid crossing traffic lanes, but if obliged to do so shall cross on a heading as nearly as practicable at right angles to the general direction of traffic flow.”**

2.4 Vessels crossing a TSS must do so on a heading as nearly as practicable at right angles to the direction of traffic flow. Although this does not minimise the time a crossing vessel is in the lane due to the tidal streams, this should lead to a clear encounter situation with vessels passing through the main traffic lanes.

2.5 Mariners should be aware that the rule clearly defines heading rather than course over ground.

2.6 To be deemed as crossing a traffic lane the entire lane must be crossed without stopping, unless in an emergency, and exited again in one manoeuvre. If the intention is to stop crossing anywhere within the defined limits of the lane would be deemed to be joining that traffic lane and the provisions of rule 10(b) apply.

**Rule 10(d)(i) “A vessel shall not use an inshore traffic zone when she can safely use the appropriate traffic lane within the adjacent traffic separation scheme. However, vessels of less than 20 meters in length, sailing vessels and vessels engaged in fishing may use the inshore traffic zone.**

**(ii) Notwithstanding subparagraph (d)(i), a vessel may use an inshore traffic zone when en-route to or from a port, offshore installation or structure, pilot station or any other place situated within the inshore traffic zone, or to avoid immediate danger.”**

2.7 Within the context of Rule 10(d), it is the view of the MCA that neither the density of traffic in a lane nor restricted visibility are sufficient reasons to justify the use of an Inshore Traffic Zone (ITZ), nor will the apparent absence of traffic in the ITZ qualify as a reason for not complying with this Rule.

2.8 A vessel which needs to anchor to ensure the safety of the vessel due to, for example, propulsion or steering failure, or to

shelter from heavy weather may do so in an ITZ.

2.9 Mariners should be aware that whilst navigating within an ITZ, vessels may be encountered heading in any direction.

2.10 Where a TSS is bordered on both sides by an ITZ, a vessel must not use the ITZ except as permitted by Rule 10(d).

**Rule 10(e) “A vessel other than a crossing vessel or a vessel joining or leaving a lane shall not normally enter a separation zone or cross a separation line, except;**

**i) In cases of emergency to avoid immediate danger;**

**ii) To engage in fishing within a separation zone”**

2.11 A vessel which needs to anchor to ensure the safety of the vessel due to, for example, propulsion or steering failure, may do so in a separation zone.

**Rule 10(I) “A vessel engaged in fishing shall not impede the passage of any vessel following a traffic lane.”**

2.12 Vessels engaged in fishing within a TSS are considered to be using the TSS and must comply with the general requirements set out in Rules 10(b) and (c), however, when fishing in a separation zone they may follow any course.

2.13 The requirement that vessels engaged in fishing shall not impede the passage of any vessel following a traffic lane, means that they must operate in such a manner that neither they, nor their gear, seriously restricts the sea room available to other vessels following the traffic lane, and must take early and substantial action to avoid a risk of collision developing.

2.14 Rule 8(f) places further obligations upon vessels engaged in fishing, with regard to their responsibility not to impede the passage of any vessel following a traffic lane and are not relieved from this obligation in a developing situation where risk of collision may exist. When taking any action, they must, however, take account of the possible manoeuvres of the vessel which is not to be impeded.

2.15 Fishing vessels operating with long trawl gear should have



due regard to the navigational hazards they may pose to other vessels when deploying or retrieving their gear. They shall therefore maintain adequate sea room is maintained to other vessels during these operations to ensure compliance with Rule 10 (i)

**Rule 10(j) “A vessel of less than 20 meters in length or a sailing vessel shall not impede the safe passage of a power driven vessel following a traffic lane.”**

2.16 As defined in rule 3(c), a sailing vessel for the purposes of this rule must not be using any propelling machinery (such as an auxiliary engine). If a sailing vessel is using any form of propelling machinery, such as an auxiliary engine, then it must comply with this rule as for a power-driven vessel, and by day should also display the shape specified in rule 25(e).

2.17 If a sailing vessel cannot follow the routing measures under sail because of light or adverse winds, then she should make use of her engines in order to do so, show the appropriate lights, shapes, and if required, make sound signals for a power-driven vessel and comply with the actions required of a power-driven vessel. Whilst there is no clear definition within Rule 10 on impeding the safe passage, the UK interpret this as causing the vessel for which the safe passage should not be impeded, to be forced into deviating from its course or speed.

**Rule 10(k) “ A vessel restricted in her ability to manoeuvre when engaged in an operation for the maintenance of safety of navigation in a traffic separation scheme is exempted from complying with this Rule to the extent necessary to carry out the operation.”**

2.18 Maintenance of Safety of Navigation includes maintenance of navigational buoys and aids to navigation, wreck removal, hydrographic surveying and, when carried out as part of the maintenance of the scheme, dredging.

It should be noted that vessels restricted in their ability to manoeuvre whilst carrying out commercial dredging operations (e.g. aggregate dredging) are not included within the clause stipulated within Rule 10(k) and shall comply with the requirements of Rule 10 in their fullest. Further guidance can be

found in the BMAPA Navigation Safety Good Practice Guide (<https://bmapa.org/downloads/reference.php> (<https://bmapa.org/downloads/reference.php>))

**Rule 10(I) “A vessel restricted in her ability to manoeuvre when engaged in an operation for the laying, servicing or picking up of a submarine cable, within a traffic separation scheme, is exempted from complying with this Rule to the extent necessary to carry out the operation.”**

2.19 The MCA interpret that the definition of submarine cable includes telecommunication cable, power cables, subsea umbilicals, and the associated subsea infrastructure for these systems.

### **Miscellaneous Rule 10 Guidance**

2.20 Many TSS have Precautionary Areas associated with them where traffic lanes cross or converge so that proper separation of traffic is provided. Precautionary Areas should be avoided, if practicable, by ships not making use of the associated Schemes or deep-water routes.

2.21 Precautionary areas, although part of routeing measures, are not part of a TSS and Rule 10 is not generally applicable, however, ships should navigate with particular caution within such areas. In some circumstances, navigating within a Precautionary Area may count as navigating “near” a TSS. This particularly applies to precautionary areas where there is recommended routing measures within the area, providing a roundabout system.

2.22 Any vessel observed in a TSS which appears not to be complying with the requirements of the Scheme should be immediately notified by the best available means. If the TSS is within a Vessel Traffic Service (VTS) coverage area, the VTS should be notified.

2.23 The international two-letter signal “YG” meaning “you appear not to be complying with the TSS” may also be used for this purpose.

2.24 The Master of any vessel receiving communication of non-compliance with TSS rule by whatever means should check their

course and position and immediately take action to rectify the situation'

2.25 For the avoidance of doubt, banks within a TSS that are marked as areas to avoid, such as Varne bank, are still within a TSS and therefore Rule 10 applies to these areas.

## **3. Traffic Separation Schemes – Navigation in the Dover Strait**

3.1 Summary - The Dover Strait is covered by a TSS, adopted by the IMO, which is bordered by the UK Inshore Traffic Zone (ITZ) and the French ITZ. The Channel VTS service and the Mandatory Reporting System CALDOVREP (established in accordance with SOLAS Chapter V Regulation 11) have been designed to assist seafarers to navigate these waters safely.

3.2 TSS - Information on the TSS is provided on Admiralty chart 5500, in the Admiralty List of Radio Signals, Volume 6(1) and in NP28, The Dover Strait Pilot. Any vessel transiting the Dover Strait must comply with the requirements of Rule 10.

3.3 ITZ - The UK ITZ extends from a line drawn from the western end of the TSS to include Shoreham, to a line drawn due South from South Foreland. The French ITZ extends from Cap Gris-Nez in the north, to a line drawn due west near Le Touquet in the South.

3.4 Neither Channel VTS nor HM Coastguard have the authority to grant permission for vessels to use the English ITZ in contravention of Rule 10(d). Masters deciding that circumstances warrant their use of the English ITZ, must report their decision to Channel VTS. Vessels may enter the ITZ if necessary to avoid immediate danger.

3.5 Channel VTS - Vessel movements are monitored from both Dover and Gris-Nez. Each station broadcasts information regarding weather and navigational hazards as part of the joint Channel VTS operations. (<https://www.gov.uk/government/publications/dover-strait-crossings-channel-navigation->

[information-service/dover-strait-crossings-channel-navigation-information-service-cnis](https://www.gov.uk/government/publications/dover-strait-crossings-channel-navigation-information-service-cnis) (<https://www.gov.uk/government/publications/dover-strait-crossings-channel-navigation-information-service-cnis>))

3.6 All vessels are tracked and recorded by radar and AIS – any vessel found contravening COLREG will be reported to their Flag State for appropriate action to be taken. Vessels contravening COLREG and arriving at UK ports may be liable for prosecution.

3.7 CALDOVREP - The following categories of vessels are required to participate in the Reporting System:

3.8 All vessels of 300GT and over

3.9 All vessels of less than 300GT, should continue to report in circumstances where they:

- i) are not under command or at anchor in the TSS or an ITZ;
- ii) are restricted in their ability to manoeuvre; or
- iii) have defective navigational systems.

3.10 SW-bound vessels call Dover Coastguard via VHF Ch 11 not later than crossing a line drawn from North Foreland Light (51° 23'N; 001° 27'E) to the border between France and Belgium (51° 05'N; 002° 33'E).

3.11 NE-bound vessels call Gris-Nez Traffic on VHF Ch.13 two (2) nautical miles before crossing the line from the Royal Sovereign light tower, through the Bassurelle Light Buoy (at its assigned position of 50°32'.8N, 000°57'.8E) to the coast of France.

## 4. Voyage Planning – Dover Straits

4.1 A voyage plan with appropriate contingency arrangements containing all required reporting information, as well as the reporting points, should be prepared well in advance of reaching

the outer limits of the reporting area in line with the guidance contained within IMO Resolution A.893(21) – Guidelines on Voyage Planning.

4.2 The Dover straits include dynamic hazards such as inclement weather and high traffic density therefore Mariners should be aware of the potential need to carry out dynamic voyage planning based on real time updates based on VTS guidance, traffic density and the prevailing weather conditions.

4.3 Mariners should be aware that concentration of fishing vessels and recreational craft may be encountered in the English Channel and the Dover Strait and should navigate with caution. Vessels engaged in fishing are reminded of the requirements of Rule 10(i) and sailing vessels and other vessels of less than 20 metres in length of the requirements of Rule 10(j) of the COLREG.

4.4 Mariners are reminded that there is a concentration of crossing ferry traffic, including high speed craft, in the Dover Strait. These vessels may make course alterations outside the lanes in order to cross them at right angles.

4.5 Vessels in either traffic lane may frequently have to give way to ferries and other crossing vessels in order to comply with the Steering and Sailing Rules (Rules 4 – 19) of the COLREG.

4.6 Surveillance surveys indicate that risk of collision increases if cross channel traffic, leaving Dover or the Calais approach channel, shape courses without due regard to the traffic situation in the adjacent lane. Vessels proceeding along the traffic lanes, in meeting their obligations under Rules 15 and 16, are often observed making substantial course alterations and their actions are frequently complicated when traffic converges within a particular lane.

4.7 Attention is therefore drawn to the need for cross channel traffic to take into account this possible situation arising when voyage planning. Consideration should also be given to when the lane is to be crossed so that potential close quarters situations can be anticipated and are not allowed to develop. Voyage planning should be dynamic and include selection and setting of a course as soon as practicable.

4.8 NE-bound vessels sailing to the Thames or UK east coast ports are required to use the NE-bound lane of the scheme where they can safely do so. A Master choosing to use the UK ITZ rather than the NE-bound lane should ensure they have sufficient justification to do so, taking into account sections 2.7 to 2.10 of this guidance notice.

4.9 Radar surveillance surveys show that many vessels proceeding from the NE lane towards the Thames and UK east coast ports cross the TSS in the vicinity of the MPC light-buoy (51°06'.10N, 001°38'.19E). Masters are recommended to cross the SW lane in compliance with Rule 10(c) anywhere up to approximately five (5) miles NE of the MPC light-buoy. In selecting the crossing point regard should be given to traffic in the SW Lane, prevailing tidal stream in the area, and the need to avoid the development of situations where risk of collision exists.

4.10 The F3 light-float (51° 24.'15N; 002° 00.'38E) is in an area of heavy crossing traffic. Ships leaving the West Hinder TSS and intending to transit the Dover Strait should leave the Foxtrot Three (F3) on their port side and should avoid an area of a three (3) cable radius of the light-float, when crossing the NE-bound traffic lane of the Dover Strait TSS and proceeding through the Precautionary Area.

4.11 Many vessels keep too close to the north of the lane when in the SW-bound lane between South Falls and Dungeness, risking collision with the CS4 light-buoy and vessels in the English ITZ. Vessels should therefore make use of the full width of the traffic lanes and open waters to reduce collision risks. An 'area to be avoided by all vessels'; with a radius of three (3) cables, has been established around the CS4 light-buoy.

4.12 The main traffic lane for NE-bound traffic lies to the SE of the Sandettié Bank and should be followed by all such ships as can safely navigate therein having regard to their draught.

4.13 The deep-water route to the NW of the Sandettié Bank is intended for use by vessels with a draught of sixteen (16) metres or more. Masters considering using this route should take into account the proximity of traffic using the SW-bound lane. Through traffic to which this consideration does not apply should, if practicable, avoid using the deep-water route.

4.14 In two-way routes, including two-way deep-water routes, vessels should, as far as practicable, keep to the starboard side of the marked route. Vessels using deep-water routes are recommended to avoid overtaking.

4.15 Master of ships, when planning their passage through the Dover Strait and its approaches, should ensure that there is an adequate under-keel clearance at the time of passage. To achieve this, allowance must be made for the effects of squat at the passage speed, for uncertainties in charted depths and tide levels, and for the effects of waves and swell resulting from local and distant storms.

4.16 In assessing a safe under-keel allowance, Masters of vessels constrained by their draught are strongly advised to consult the Sailing Directions, Mariners' Routeing Guides, and Deep-Draught Planning Guides published for the area by Hydrographic Offices, and to be guided by the recommendations for under-keel allowance contained therein.

4.17 When calculating the depth of water, mariners are reminded that the height of the tide in mid-Strait can be up to one metre less than predicted for the adjacent standard port.

4.18. Special consideration during passage planning should be given to passing the Varne bank and associated shallow waters, which is located centrally within the SW lane and marked by cardinal buoys and a lightship at its northern end. Vessels transiting the SW lane are permitted to pass either side of the Varne Bank

## **5. Vessels towing with Long Towline Arrangements within any UK TSS**

5.1 Tow arrangements, especially long tows, need to exercise particular care through busy traffic areas such as the Dover Strait. To ensure safe transit, in addition to the correct COLREG lights and shapes, it is considered best practice to:

- i) pass through the most critical areas during daylight.
- ii) maintain a guard vessel marking the end of the tow and/or patrolling length of the tow.
- iii) promulgate a WZ (coastal warning), particularly with long tows when the length exceeds 500m.
- iv) report early to Dover Coastguard on approach to the Channel-VTS reporting area; and keep Channel-VTS informed of the tug and tow approach and passage throughout transit.

## **6. Recreational Activities within any UK TSS**

6.1 Recreational diving within a UK TSS, is not recommended by the MCA as it presents a hazard to the safety of navigation to the vessels using the TSS as well as an increased risk to the recreational diver due to assumed high density of traffic within a TSS.

6.2 Dive support vessels must always proceed in the general direction of traffic flow for that lane and if they are less than 20mtr in length shall not impede the safe passage of a power-driven vessel following a traffic lane, nor should they anchor in the lane.

6.3 Recreational divers considering participating in diving in any TSS, are reminded that deep draught and high-speed ships transiting TSS may be unable to detect typical diving surface marker buoys at distance. Many vessels may also have a draught in excess of 10 metres, which may pose additional problems for divers contemplating decompression stops above that depth. Such vessels also generate wash and wake that may create difficulties when recovering divers from the water, or for dive support craft with low freeboards.

6.4 Masters of dive support craft in the Dover Strait should always advise Channel VTS, of their intentions in order to promote diving safety, and to benefit from any safety advice that may be available.



6.5 Mariners should be aware that during summer months (April-September) through traffic may encounter channel crossings by swimmers or other unorthodox craft. These will normally be attended by support vessels fitted with AIS and complying with the COLREG. Information regarding these crossings is routinely broadcast by Channel VTS.

6.6 Masters should be aware of the possibility of increased numbers of recreational craft operating around the UK coast during the summer months (June – September) and may be encountered whilst navigating within a UK TSS. These recreational craft may be small and difficult to detect on radar therefore particular care shall be taken to ensure compliance with section 2.3 of this guidance notice.

6.7 Recreational craft users, regardless of size, are required to comply with the requirements of COLREG and should review the guidance within this notice.

## More information

Technical Services Navigation

Maritime and Coastguard Agency

Bay 2/24

Spring Place

105 Commercial Road

Southampton

SO15 1EG

Email: [navigationsafety@mcga.gov.uk](mailto:navigationsafety@mcga.gov.uk)

Website: [www.gov.uk/mca](http://www.gov.uk/mca) (<https://www.gov.uk/mca>)

Please note that all addresses and telephone numbers are correct at time of publishing.

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**OGI**

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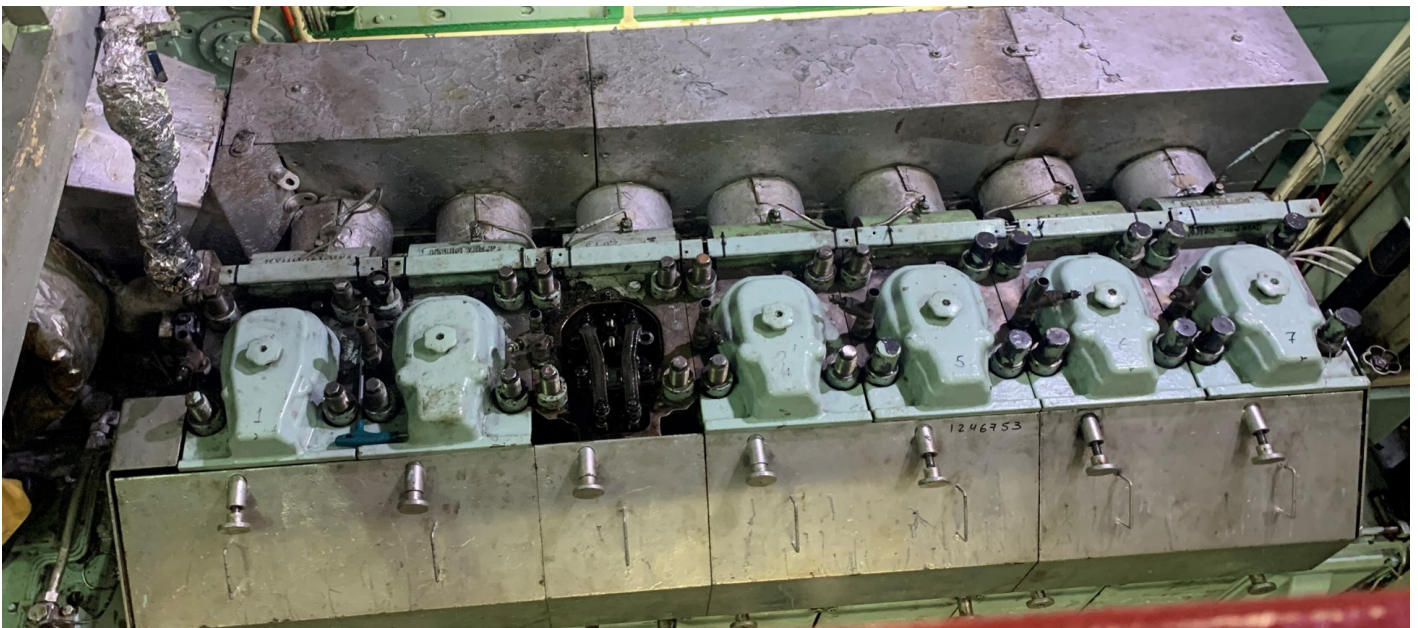
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# PSC FOCUS ON NOX TECHNICAL FILES AND MACHINERY COMPONENTS

Relevant for owners and managers.

December 2024

International requirements on greenhouse gas (GHG) emissions are currently high in focus of Port State Control (PSC). The EIAPP certification of engines and the maintenance of records have resulted in several PSC detentions. DNV provides guidance on key PSC topics in this news.



A diesel generator which may be subject to inspection by a PSCO.

## GHG regulations and focus for PSC

Different PSC areas are currently scrutinizing the NOx Technical Files and the Record Book of Engine Parameters in detail to ensure the records align with the on-board installations.

During the last months, several detainable deficiencies were issued by Port State Control Officers (PSCOs) during regular PSC inspections.

PSCOs may also check available spare parts to verify if their IMO IDs match the Technical Files. Any non-compliance might trigger a more detailed PSC inspection. In case of doubt, PSCOs might also request partial disassembly of diesel generators for more thorough inspection.

Examples of common deficiencies identified during inspections include:

PSC code	Defective item	Additional comments by PSCOs
14601	Technical Files and, if applicable, monitoring manual	NOx Technical File for main engine and generators is not available on board.
14602	Record Book of Engine Parameters	Record Book of Engine Parameters properly filled in, but information related to the replacement of injection pump cylinder no. 1 as per the NOx Technical File is missing.
14606	Diesel engine air pollution control	Charge air cooler of M/E is without the IMO ID number as required by the NOx Technical File.

The main grounds for past detentions were missing Technical Files or Record Books of Engine Parameters, and engine parts lacking the IMO identification number as per the Technical File on board. During follow-up on detainable deficiencies, DNV experts noted that misunderstandings and missing instructions on board were often the reasons for deficiencies, which could lead to vessel detention.

### Prepare for PSC inspections

Based on the above, DNV would like to provide some guidance:

**NOx Technical Files and Engine International Air Pollution Prevention (EIAPP) certificates** must be available on board in their original form. Please note that for documents issued digitally, the PDF files represent the originals.

When there is a change of shipowner, care should be taken to ensure that these documents are handed over. If NOx Technical Files are missing, the owner should contact the engine manufacturer to obtain new documents. Missing certificates may be reissued by DNV.

**A Record Book, or electronic Record Book, of Engine Parameters** is used with the engine parameter check method to document all parameter changes, including component replacements, like-for-like replacements and engine settings, which may influence the engine's NOx emissions. These descriptions shall be supplemented with any other applicable data used for the assessment of the engine's NOx emissions. In principle, checking the record book is the first step for the surveyor in applying the parameter check method. This is to verify that engine parameters are within the allowable range specified in the engine's Technical File.

The form and content of the record book is not defined. Some technical files contain templates. However, at a minimum, the date, component and old and new ID numbers should be entered, as well as changes or verifications of settings.

In case of missing or incorrect **ID numbers**, the shipowner should initiate corrective measures. A reasonable period should be allowed for this. In case of incorrect ID numbers, the shipowner should contact the engine manufacturer to check if approved amendments to the NOx Technical File allow the use of the components.



A turbocharger with IMO ID number as per the Technical File.

An inspection of the **engine components and adjustable features** shall be conducted as necessary. The results of this inspection, along with the documentation review, will verify that the engine's adjustable features are within the allowable range specified in the Technical File. The surveyor may choose to check any or all of the identified components, settings or operating values.

### Recommendations

DNV recommends that all customers review the items discussed in this news and to ensure updated Technical Files and Record Books are always available on board.

To be best prepared for PSC inspections, customers should also consider using DNV's [PSC Planner](#) with its updated checklists.

### References

- IMO Res. A.1155(33) – Procedures for Port State Control 2023 – Appendix 18 "Guidelines for Port State Control under MARPOL Annex VI"
- [DNV webpage for exhaust emissions and exhaust gas treatment systems](#)
- [DNV PSC webpage](#)

### Contact

#### For customers:

DATE – Direct Access to Technical Experts via [My Services](#) on Veracity.

#### Otherwise:

Use our [office locator](#) to find the nearest office.

# **BALLAST WATER RECORD BOOK**

## **INTERNATIONAL CONVENTION FOR THE CONTROL AND MANAGEMENT OF SHIPS' BALLAST WATER AND SEDIMENTS**

**Name of Ship:** \_\_\_\_\_

**IMO number , Distinctive numbers or letters:** \_\_\_\_\_

**Gross Tonnage:** \_\_\_\_\_

**Flag:** \_\_\_\_\_

**Total Ballast Water Capacity (in Cubic meters):** \_\_\_\_\_

**Number of International Ballast Water Management Certificate:** \_\_\_\_\_

**Period: From** \_\_\_\_\_ **to** \_\_\_\_\_

**Appointed Ballast Water Management officer "CHIEF OFFICER"**

**In accordance with MEPC.369(80) and BWM.2/Circ.80**



# GUIDANCE ON BALLAST WATER RECORD-KEEPING

## 1. Ballast Water Record Book

### 1.1 Introduction

Regulation B-2 of the BWM Convention establishes mandatory requirements for maintaining a BWRB on board the ship, and Appendix II of the Annex to the Convention specifies the information that must be included.

The BWRB may be inspected in the port or offshore terminal of a Party by officers duly authorized to inspect the ship for the purpose of determining compliance with the Convention.

The following sections explain when to record operations in the BWRB, how to record these operations (including standardized formats that should be used for smooth record-keeping and inspections) and how the records should be stored.

Sample entries are provided in **Appendix 1** to demonstrate how various ballast water operations and circumstances should be recorded in the BWRB.

### 1.2 When to Record Operations in the Ballast Water Record Book

- Each operation concerning ballast water shall be fully recorded chronologically as per completion without delay in the Ballast Water Record Book (regulation B-2.5).
- In the event of the discharge of ballast water pursuant to regulations A-3 (exceptions), A-4 (exemptions), B-3.6 (ballast water discharged to a reception facility) or B-3.7 (other methods of ballast water management that are approved in principle by the Committee) or in the event of other accidental discharge/ingress or other exceptional uptake or discharge of ballast water not otherwise exempted by this Convention, an entry shall be made in the Ballast Water Record Book describing the circumstances of, and the reason for, the discharge.
- If ballast water exchange is not undertaken for the reasons in regulation B-4 this shall be recorded, in accordance with regulation B-4.5.
- Record all failures or inoperability's of the ballast water management system in the Ballast Water Record Book under Code F. If the failure or inoperability is not immediately resolved, a second Code F entry should later be recorded when the BWMS is rectified and made operational.
- Exemptions granted under regulation A-4 and any additional measures under regulation C-1 shall be recorded in the Ballast Water Record Book under item Code H. (regulation A-4.4)
- Ships should take the following guidance into account in selecting code letters to reflect ballasting operations:

- (1) During a typical uptake or discharge operation, any ballast water treatment should be noted under Code A or Code B as appropriate. It is not necessary to enter Codes C1 or C2 to reflect this treatment.
- (2) A ballast water exchange operation should be entered using Code C1 (noting any ballast water treatment applied). It is not necessary to enter Codes A and B in conjunction with ballast water exchange.
- (3) Code C2 should be used when treatment occurs independently from an uptake or discharge (e.g. in-tank treatment, or treatment during circulation between tanks).
- (4) Ballast water internal transfer operations for the purpose of list/trim/stability of the ship involving similarly managed water should be recorded under Code H in the Ballast Water Record Book as the quantity in the tanks have changed.

### 1.3 How to Record Operations in the Ballast Water Record Book

- a) When making entries, write the date in dd-MMM-yyyy format (e.g. 01-JAN-2025). If the operations cross over the dates, then the entry should be made after completion of the operation and the start date can be mentioned as: - Start 1900 hrs (UTC) (hhmm SMT) on 01-JAN-2025 and Completion at 0100 hrs (UTC) (hhmm SMT) on 02-JAN-2025.
- b) Enter the appropriate code and item number in the respective columns.
- c) Enter all times using the Coordinated Universal Time (UTC) and Ship's Mean Time (SMT).
- d) Record the ballast tank nomenclature as per the diagram corresponding to the Ballast Water Management Plan that forms a part of the Ballast Water Record Book.
- e) Enter the port names using the proper standardized UN/LOCODE. If the UN/LOCODE is not available, or an offshore terminal or anchorage area is entered, write out Port Name and Country in full. No abbreviation should be used.
- f) Enter the location position in the degrees, minutes and seconds format (example: Lat: 00 00.00 N/S, Long: 000 00.00 E/W).
- g) Under the item "Ballast water treatment method" enter any treatment applied to the water during the specific operation being recorded. No prior treatment or intended future treatment should be recorded. If more than one method applies (e.g. partial treatment) then multiple entries should be made, each pertaining to the relevant volume. The following notations should be used:
  1. "Approved BWMS"
  2. "Prototype BWMS" and
  3. "Regulation B-3.7", in the case of other methods of ballast water management approved in principle by the Committee in accordance with that regulation.
  4. "None. (regulation A-4)", in the case of exemptions granted in accordance with that regulation.
  5. "None, as per BWMS design", in the case no treatment is necessary during uptake



or discharge because of the design of the BWMS (e.g. a BWMS that does not treat during discharge, or a BWMS where the treatment takes place in the tank).

6. "None. (regulation B-3)" if the ship is not yet required to meet the standard in regulation D-2.
  7. "None" and specify the reason, in other cases where no treatment is performed (e.g. BWMS bypass).
- h) There should not be blank lines between successive entries.
- i) In the case of a ship subject to equivalent compliance under regulation A-5 that is required by its Administration to keep records of each ballast water operation, the information specified in this guidance should be taken into account.
- j) The entries in the Ballast Water Record Book shall be in English.
- k) Each entry shall be signed by the officer in charge of the operation concerned and each completed page shall be signed by the Master. (regulation B-2.5)
- l) Incorrect entries should be struck through with a single line in such a way that the wrong entry is still legible. The incorrect entry should be signed and dated and followed by the correct entry.
- m) Entries pertaining to an earlier missed operation should be completed as per example 25.

#### **1.4 Storage of information**

- a) The Ballast Water Record Book shall be maintained on board the ship for a **minimum period of two years** after the last entry has been made and thereafter in the Company's control for a **minimum period of three years**. (regulation B-2.2)
- b) The Ballast Water Record Book shall be kept readily available for inspection at all reasonable times. (regulation B-2.4)
- c) In addition to the Ballast Water Record Book, further tank-wise entries can be made in the ballast water log voluntarily to complement it accordingly. Keeping tank-by-tank records of ballast water operations may assist the ship crews in completing any ballast water reporting form that may be required by a port State, demonstrating that entries in the Ballast Water Record Book reflect the actual ballast water situation during any inspection, and implementing the Ballast Water Management Plan more efficiently through more specific knowledge of current tank contents.
- d) Officers duly authorized by a Party may inspect the Ballast Water Record Book on board any ship to which this regulation applies while the ship is in its port or offshore terminal, and may make a copy of any entry, and require the master to certify that the copy is a true copy. Any copy so certified shall be admissible in any judicial proceeding as evidence of the facts stated in the entry. The inspection of a Ballast Water Record Book and the taking of a certified copy shall be performed as expeditiously as possible without causing the ship to be unduly delayed. (regulation B-2.6)

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## 1.5 ENTRIES IN THE BALLAST WATER RECORD BOOK

In accordance with regulation B-2 of the annex to the International Convention for the Control and Management of Ships' Ballast Water and Sediments, a record is to be kept of each ballast water operation. This includes discharges at sea and to reception facilities.

"Ballast water" means water with its suspended matter taken on board a ship to control trim, list, draught, stability, or stresses of a ship. Management of ballast water shall be in accordance with an approved Ballast Water Management Plan and taking into account guidelines developed by the Organization.

The Ballast Water Record Book entries should be completed taking into account any guidelines to be developed by the Organization.

The volume of ballast water on board should be estimated in cubic metres. It is recognized that the accuracy of estimating volumes of ballast is left to interpretation.

Entries in the Ballast Water Record Book shall be made on each of the following occasions:

**(A) When ballast water is taken on board from the aquatic environment (ballasting operation)**

- .1 Start time and location (port of uptake or latitude/longitude)
- .2 Completion time and location (port of uptake or latitude/longitude and minimum depth of water during uptake)
- .3 The identity of the tanks affected
- .4 Estimated volume of uptake and final total quantity retained in cubic metres
- .5 Whether conducted in accordance with the approved Ballast Water Management Plan
- .6 Ballast water treatment method

**(B) When ballast water is discharged into the aquatic environment (deballasting operation)**

- .1 Start time and location (port of discharge or latitude/longitude)
  - .2 Completion time and location (port of discharge or latitude/longitude and minimum depth of water during discharge)
  - .3 The identity of the tanks affected
  - .4 Estimated volume of discharge and final total quantity retained in cubic metres
  - .5 Whether conducted in accordance with the approved Ballast Water Management Plan
  - .6 Ballast water treatment method
-

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**(C) Whenever ballast water is exchanged, treated through internal circulation or treated in tank**

**1 Ballast water exchange**

- .1 Start time and location (latitude/longitude)
- .2 Completion time and location (latitude/longitude)
- .3 Minimum distance from the nearest land and minimum depth of water during the exchange or, if applicable, identify the designated exchange area in accordance with regulation B-4.2
- .4 Whether conducted in accordance with the Ballast Water Management Plan and state the ballast water exchange method (Sequential or Flow-through or Dilution) used
- .5 The identity of the tanks affected
- .6 Total quantity exchanged and final total quantity on board in cubic metres
- .7 Treatment method for the incoming ballast water

**2 Ballast water internal circulation for treatment or in-tank treatment**

- .1 Start time
- .2 Completion time
- .3 The identity of the tanks affected (identifying source and destination tanks if applicable)
- .4 Total quantity treated (through circulation or in tank) in cubic metres
- .5 Ballast water treatment method

**(D) Uptake or discharge of ballast water from/to a port-based or reception facility**

- .1 Start time and location of uptake/discharge (state facility name)
  - .2 Completion time
  - .3 Operation carried out (whether uptake or discharge)
  - .4 The identity of the tanks affected
  - .5 Total quantity in cubic metres and final quantity retained on board
  - .6 Whether conducted in accordance with the approved Ballast Water Management Plan
  - .7 Onboard ballast water treatment method
-

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**(E) Accidental discharge/ingress or other exceptional uptake or discharge of ballast water**

- .1 Start time and location of ingress/uptake/discharge (port name or latitude/longitude)
- .2 Completion time
- .3 Operation carried out (whether ingress, uptake or discharge)
- .4 The identity of the tanks affected
- .5 Total quantity of ballast water in cubic metres
- .6 State the circumstances of ingress, uptake, discharge or loss, the reason thereof, any treatment method used and general remarks

**(F) Failures and inoperabilities\* of the ballast water management system**

- .1 Time and location (port name or latitude/longitude) of failure of the ballast water management system
- .2 Operation carried out (state whether uptake or discharge)
- .3 Description of the issue (e.g. kind of alarm or other description of circumstances)
- .4 Time and location (port name or latitude/longitude) when the ballast water management system has been made operational

**(G) Ballast tank cleaning/flushing, removal and disposal of sediments**

- .1 Time and ship's location on commencement of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .2 Time and ship's location on completion of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .3 Tank(s) identification (name of the ballast tanks as per the Ballast Water Management Plan)
- .4 Discharge or disposal to a reception facility (state quantity in cubic metres and name of the facility)
- .5 Disposal or discharge to the aquatic environment as per Ballast Water Management Plan (state quantity in cubic metres, minimum distance from the nearest land in nm and minimum depth of water in metres)

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\* Failures and inoperabilities include malfunctions, shutdowns or critical alarms indicating a failure of the ballast water management system which may indicate non-compliance with the D-2 standard (except routine information and warnings).

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**(H) Additional operational procedures and general remarks**

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## APPENDIX 1

### GUIDANCE FOR COMPLETING THE BALLAST WATER RECORD BOOK

#### SAMPLE ENTRIES IN THE BALLAST WATER RECORD BOOK

##### Code A - When ballast water is taken on board (ballasting operation)

##### (A) When ballast water is taken on board from the aquatic environment (ballasting operation)

- .1 Start time and location (port of uptake or latitude/longitude)
- .2 Completion time and location (port of uptake or latitude/longitude and minimum depth of water during uptake)
- .3 The identity of the tanks affected
- .4 Estimated volume of uptake and final total quantity retained in cubic metres
- .5 Whether conducted in accordance with the approved Ballast Water Management Plan
- .6 Ballast water treatment method

##### Example 1: When ballast water is taken on board (ballasting operation) – at port

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
02-JAN-2023	A	1	Start - 0900 hrs (UTC) (hhmm SMT) on 01-JAN-2023 at BE ANR (UN/LOCODE or port name)
		2	Completion - 0600 hrs (UTC) (hhmm SMT) on 02-JAN-2023 at BE ANR
		3	3P, 3S, 4P and 4S BW tanks
		4	Uptake 6800 m3. Final quantity retained: 7200 m3
		5	Yes. Ballasting as per BWMP for D-2 compliance
		6	Approved BWMS
			Signed----- Name -----Rank-----

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**Example 2: When ballast water is taken on board (ballasting operation) – at sea**

Date	Code (letter)	Item (number)	Record of operations / signature of officer in charge
01-JAN-2023	A	1	Start - 0900 hrs (UTC) (hhmm SMT) at Lat xx xx.xx N / Long yyy yy.yy E
		2	Completion - 1800 hrs (UTC) (hhmm SMT) at Lat xx xx.xx N / Long yyy yy.yy E at 350 m minimum depth
		3	3P, 3S, 4P and 4S
		4	Uptake 6800 m3. Final quantity retained: 7200 m3
		5	Yes. Ballasting as per BWMP for D-2 compliance
		6	Approved BWMS
			Signed----- Name -----Rank-----

**Notes for examples 1 and 2:**

1. A ship required to meet the D-1 standard that loads ballast water without treatment in accordance with the BWMP should record "Yes. Ballasting done as per the BWMP for D-1 compliance" in item 5 and "None" in item 6. When the ship later carries out a ballast water exchange, this should be recorded under code C.
2. The examples 1 and 2 consider the new intake water of 6,800 m<sup>3</sup> taken in tanks having existing treated water of 400 m<sup>3</sup>. Mixing of treated water with untreated water will result in the full load being considered as unmanaged.
3. In case the ship has to take in unmanaged ballast water, item 5 should state "No", item 6 should state "None" and the reason should be given.

**Example 3: When ballast water is taken on board (ballasting operation) – at port (or sea) on board ships employing in-tank or in-voyage treatment in accordance with the approved Ballast Water Management Plan**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
02-JAN-2023	A	1	Start - 0900 hrs (UTC) (hhmm SMT) on 01-JAN-2023 at UN/LOCODE or port name or Lat/Long
		2	Completion - 0600 hrs (UTC) (hhmm SMT) on 02-JAN-2023 at UN/LOCODE or port name or Lat / Long
		3	3P, 3S, 4P and 4S
		4	Uptake 6800 m3. Final quantity retained: 7200 m3
		5	Yes. Ballasting as per BWMP for D-2 compliance
		6	None. As per BWMS design
			Signed----- Name -----Rank-----

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**Notes for example 3:**

- .1 BWMS employing "in-tank" treatment load in ballast directly into the tank without any treatment. At the point of uptake, entry to be made as per example 3. Item 6 must state "None. As per BWMS design".
- .2 Subsequently the ship must make entry as per example 10 when carrying out the in-tank or circulation using code C 2

**Code B**

**(B) When ballast water is discharged into the aquatic environment (deballasting operation)**

- .1 Start time and location (port of discharge or latitude/longitude)
- .2 Completion time and location (port of discharge or latitude/longitude and minimum depth of water during discharge)
- .3 The identity of the tanks affected
- .4 Estimated volume of discharge and final total quantity retained in cubic metres
- .5 Whether conducted in accordance with the approved Ballast Water Management Plan
- .6 Ballast water treatment method

**Example 4: When ballast water is discharged into the port (aquatic environment)**

Date	Code (letter)	Item (number)	Record of operations / signature of officer in charge
01-JAN-2023	B	1	Start - 09:00 hrs (UTC) (hhmm SMT) at UN/LOCODE or port name
		2	Completion - 1800 hrs (UTC) (hhmm SMT) at UN/LOCODE or port name
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	Yes. Deballasting as per BWMP for D-2 compliance
		6	Approved BWMS
			Signed----- Name -----Rank-----

**Example 5: When ballast water managed as per BWMP is discharged into the sea (aquatic environment)**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	B	1	Start - 09:00 hrs (UTC) (hhmm SMT) at Lat /Long

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Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
		2	Completion - 1800 hrs (UTC) (hhmm SMT) Lat /Long at minimum depth of 400 metres
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	Yes. Deballasting as per BWMP for D-2 compliance
		6	Approved BWMS
			Signed----- Name -----Rank-----

### Notes for examples 4 and 5

- .1 For a D-1 certified ship, item 5 to be entered as "Yes. D-1 compliant" and item 6 to be entered as "No".
- .2 Ships employing single pass treatment system (only on uptake) with no treatment during deballasting are to record "None, as per BWMS design" in item 6.
- .3 Ships deballasting water managed under the contingency plan of the approved BWMP to record as per example 7.

### Example 6: When ballast water not managed as per BWMP is discharged into the sea (aquatic environment)

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	B	1	Start - 09:00 hrs (UTC) (hhmm SMT) at Lat / Long
		2	Completion - 1800 hrs (UTC) (hhmm SMT) at Lat /Long at minimum depth of 400 metres
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	No.
		6	None. State the reasons
			Signed----- Name -----Rank-----

### Notes for example 6:

- .1 For a D-1 certified ship, in case the ship has not carried out the exchange, item 5 to be recorded as "No." and item 6 as "None. [regulation B-3]".
- .2 For a D-2 certified ship, in the event of discharge of semi / untreated water where the approved BWMP process is not followed, the deballasting event must be recorded with item 5 entered "No." and item 6 entered as "None" and state the reasons.

- .3 Further, entry using code (F) or code (H) is required to be made (as applicable) preceding the above example 6 entry, stating the conditions leading to non-compliant discharge.

**Example 7: When ballast water is discharged into the aquatic environment (e.g. at a port) which has been managed as per the contingency plan in the approved BWMP**

Date	Code (letter)	Item (number)	Record of operations / signature of officer in charge
01-JAN-2023	B	1	Start - 0900 hrs (UTC) (hhmm SMT) at_Lat /Long
		2	Completion - 1800 hrs (UTC) (hhmm SMT) at Lat /Long at minimum depth of 400 metres
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	Yes. As per approved contingency plan
		6	Approved BWMS
			Signed----- Name -----Rank-----

**Note for example 7:**

- .1 For a D-2 certified ship, only in case the ship has implemented contingency plan as per approved BWMP, item 5 to be recorded as "Yes. As per approved contingency plan" and item 6 as "Approved BWMS" (if applicable to the contingency plan procedure adopted).

**Code C**

**(C) Whenever ballast water is exchanged, or treated in-tank or treated through internal circulation**

**1 Ballast water exchange**

- .1 Start time and location (latitude/longitude)
- .2 Completion time and location (latitude/longitude)
- .3 Minimum distance from the nearest land and minimum depth of water during the exchange or, if applicable, identify the designated exchange area in accordance with regulation B-4.2
- .4 Whether conducted in accordance with the Ballast Water Management Plan and state the ballast water exchange method (sequential or flow-through or dilution) used
- .5 The identity of the tanks affected
- .6 Total quantity exchanged and final total quantity on board in cubic metres

.7 Treatment method for the incoming ballast water

**Example 8: Whenever ballast water is exchanged (without any treatment)**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	C	1.1	Start - 0900 hrs (UTC) (hhmm SMT) at Lat /Long
		1.2	Completion - 1800 hrs (UTC) (hhmm SMT) at Lat /Long
		1.3	Minimum distance 840 nm and minimum depth 6500 metres
		1.4	Yes. Sequential method as approved in the BWMP
		1.5	2P, 2S, 3P, 3S, 4P and 4S
		1.6	Exchanged 7200 m3. Final quantity retained 7200 m3
		1.7	None
			Signed----- Name -----Rank-----

**Example 9: Whenever ballast water is exchanged along with treatment using approved BWMS**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	C	1.1	Start - 0900 hrs (UTC) (hhmm SMT) at Lat /Long
		1.2	Completion - 1800 hrs (UTC) (hhmm SMT) at Lat /Long
		1.3	Minimum distance 840 nm and minimum depth 6500 metres
		1.4	Yes. Sequential method (as approved in the BWMP)
		1.5	2P, 2S, 3P, 3S, 4P and 4S
		1.6	Exchanged 7200 m3. Final quantity retained 7200 m3
		1.7	Approved BWMS
			Signed----- Name -----Rank-----

**Notes for examples 8 and 9:**

- .1 The stated exchange method (dilution/sequential/flow-through) must be as per the approved Ballast Water Management Plan.
- .2 The exchange along with treatment (BWE+BWT), if carried out as per the approved BWMP contingency plan, must be recorded using example 9 and if applicable reported to the concerned authorities prior to discharge of this water.
- .3 In case of carrying out exchange at a designated area, state the "area name or Lat / Long" under item 1.3 and enter "designated area in accordance with regulation B-4.2" under item 1.4.
- .4 In the event the ship is unable to carry out exchange owing to safety or operational issues, entry has to be made as per example 26.

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- .5 In case of a flow-through or dilution ballast water exchange as per approved Ballast Water Management Plan item 1.4 should state "yes flow-through or dilution (as appropriate) method (as approved in Ballast Water Management Plan)" and under 1.6 enter the total quantity exchanged and final quantity retained (example: "exchanged 22000 m<sup>3</sup> retained 7200m<sup>3</sup>")

**(C) 2 Ballast water internal circulation for treatment or in-tank treatment**

- .1 Start time
- .2 Completion time
- .3 The identity of the tanks affected (identifying source and destination tanks if applicable)
- .4 Total quantity treated (through circulation or in tank) in cubic metres
- .5 Ballast water treatment method

**Example 10: Ballast water internal circulation for treatment using approved BWMS**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
02-JAN-2023	C	2.1	Start - 0900 hrs (UTC) (hhmm SMT) on 01-JAN-2023
		2.2	Completion - 1800 hrs (UTC) (hhmm SMT) on 02-JAN-2023
		2.3	3P, 3S, 4P and 4S
		2.4	6800 m3 treated through circulation
		2.5	Approved BWMS
			Signed----- Name -----Rank-----

**Notes for example 10:**

- .1 The above entry is applicable to the ships which circulate the water in the ballast tanks through the BWMS to achieve treatment. In such case there is no fresh intake or release of ballast water.
- .2 Ships taking in water directly (bypassing BWMS) and subsequently carrying out treatment in tank or in voyage as per BWMP, are required to make entry as per example 3 after uptake and as per example 10 when the treatment of this water is carried out.
- .3 Anti-heeling tank automatic operations of transfers of water for the purpose of list correction are not to be recorded under code C.
- .4 The internal transfers between a set of ballast tanks having same quality of water (either managed or unmanaged) for which entries have already been made under code A or managed under code C are not to be recorded.
- .5 In case of water being transferred into a tank not accounted under A 3, C 1.5 or C 2.3, entry is required to be made under code C 2 with C 2.3 capturing the required details.

**Code D**

**(D) Uptake or discharge of ballast water from/to a port-based or reception facility**

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- .1 Start time and location of uptake/discharge (state facility name)
  - .2 Completion time
  - .3 Operation carried out (whether uptake or discharge)
  - .4 The identity of the tanks affected
  - .5 Total quantity in cubic metres and final quantity retained on board
  - .6 Whether conducted in accordance with the approved Ballast Water Management Plan
  - .7 Onboard ballast water treatment method

**Example 11: Uptake of ballast water from a port-based or reception facility**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	D	1	Start - 0900 hrs (UTC) (hhmm SMT) from "facility / terminal name" at the Port of (insert UN/LOCODE)
		2	Completion - 1800 hrs (UTC) (hhmm SMT)
		3	Uptake
		4	1DB(P), 1DB(S), 2TST (P), 2TST (S) and Aft Peak Tank
		5	6800 m <sup>3</sup> . Final quantity retained 6800 m <sup>3</sup>
		6	Yes. Treated ballast water intake as per BWMP
		7	None.
			Signed----- Name -----Rank-----

**Example 12: Discharge of ballast water to a port-based or reception facility**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	D	1	Start - 0900 hrs (UTC) (hhmm SMT) from "port-based/reception facility" at the Port of (insert UN/LOCODE)
		2	Stop - 1800 hrs SMT (UTC) (hhmm SMT)
		3	Discharge
		4	1DB(P), 1DB(S), 2TST (P), 2TST (S) and Aft Peak Tank
		5	6800 m <sup>3</sup> . Total retained 0 m <sup>3</sup>
		6	Yes. Discharged to port reception facility.
		7	None.
			Signed----- Name -----Rank-----

**Notes for examples 11 and 12:**

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- .1 The ship taking in ballast water from the port facility which is treated by the onboard BWMS prior to filling the ballast tanks is to enter item 7 as "Yes, approved BWMS" in example 11.
  - .2 The documents concerning the uptake / discharge of ballast water provided by the port-based or reception facility must be attached to the BWRB and must be readily available for inspection.

**Code E**

**(E) Accidental discharge/ingress or other exceptional uptake or discharge of ballast water**

- .1 Start time and location of ingress/uptake/discharge (port name or latitude/longitude)
- .2 Completion time
- .3 Operation carried out (whether ingress, uptake or discharge)
- .4 The identity of the tanks affected
- .5 Total quantity of ballast water in cubic metres
- .6 State the circumstances of ingress, uptake, discharge or loss, the reason thereof, any treatment method used and general remarks

**Example 13: Accidental ingress of ballast water**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	E	1	Start - 0900 hrs (UTC) (hhmm SMT) at (insert port name / location)
		2	Completion - 1800 hrs (UTC) (hhmm SMT)
		3	Ingress of water into ballast tank
		4	Fore Peak Tank (FPT)
		5	450 m <sup>3</sup>
		6	Accidental ingress of water in forepeak ballast tank due to hull breach as a result of collision
			Signed----- Name -----Rank-----

**Example 14: Accidental discharge of ballast water**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	E	1	Start - 0900 hrs (UTC) (hhmm SMT) at _____ (insert port name/location)
		2	Completion - 1000 hrs (UTC) (hhmm SMT)
		3	Discharge of water from ballast tank
		4	Fore Peak Tank (FPT)
		5	450 m <sup>3</sup>

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		6	Accidental discharge of water in forepeak ballast tank due to hull breach as a result of collision
			Signed----- Name -----Rank-----

**Example 15: Exceptional uptake of ballast water**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	E	1	Start - 0900 hrs (UTC) (hhmm SMT) at _(insert port name/location)
		2	Completion - 1200 hrs (UTC) (hhmm SMT)
		3	Uptake of water into ballast tank
		4	Aft Peak tank
		5	400 m <sup>3</sup>
		6	Water taken into aft peak ballast tank to adjust trim, following an oil spill on deck
			Signed----- Name -----Rank-----

**Notes for examples 13, 14 and 15:**

- .1 Accidental ingress or discharges are occurrences without human initiation. Water ingress or discharge (escape) due to collision, grounding, structural failures, valve or machinery failures are to be recorded under code E.
- .2 Exceptional uptake or discharge are human initiated procedures undertaken in exceptional circumstances for the safety of the ship and prevention of pollution.
- .3 Intake of shore-supplied untreated water into ballast tanks at a dry dock facility for the purpose of undocking of a ship should be considered as exceptional circumstance and entry recorded under code E.

**Code F**

**(F) Failures and inoperabilities of the ballast water management system**

- .1 Time and location (port name or latitude/longitude) of failure of the ballast water management system
- .2 Operation carried out (state whether uptake or discharge)
- .3 Description of the issue (e.g. kind of alarm or other description of circumstances)
- .4 Time and location (port name or latitude/longitude) when the ballast water management system has been made operational

**Example 16: Failures of the ballast water management system that are repaired immediately**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	F	1	1100 hrs (UTC) (hhmm SMT) at the port of _____

		2	Uptake
		3	Xxxxxx sensor failure and BWMS plant shut down
		4	1500 hrs (UTC) (hhmm SMT) at the port of _____ the BWMS made operational
			Signed----- Name -----Rank-----

**Example 17: Inoperabilities of the ballast water management system**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	F	1	1100 hrs (UTC) (hhmm SMT) at the Port of (UNLOCODE)
		2	Uptake
		3	Filter choked and high differential pressure trip due to muddy water
		4	No repair required
			Signed----- Name -----Rank-----

**Notes for examples 16 and 17:**

- .1 Failures and inoperabilities include malfunctions, shutdowns or critical alarms indicating a failure of the ballast water management system which may indicate non-compliance with the D-2 standard (except routine information and warnings).
- .2 In case the BWMS failure is not rectified immediately, the entry using code F / item 4 is to be made on the date when the BWMS is made operational.
- .3 In the event of failure of the BWMS during ballasting or deballasting, the entry under code A or code B must be followed up by code F entry as per example 17.
- .4 Inoperability of the BWMS due to challenging water conditions is required to be recorded under code F items 1, 2 and 3 with remark in item 3 clearly stating the alarms which are triggered owing to challenging water conditions.

**Code G**

**(G) Ballast tank cleaning/flushing, removal and disposal of sediments**

- .1 Time and ship's location on commencement of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .2 Time and ship's location on completion of ballast tank cleaning/flushing, removal or disposal of sediments (port name or latitude/longitude)
- .3 Tank(s) identification (name of the ballast tanks as per the Ballast Water Management Plan)
- .4 Discharge or disposal to a reception facility (state quantity in cubic metres and name of the facility)



- .5 Disposal or discharge to the aquatic environment as per Ballast Water Management Plan (state quantity in cubic metres, minimum distance from the nearest land in nm and minimum depth of water in metres)

**Example 18: Ballast tank cleaning and discharge of sediments to reception facility / dry dock**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	G	1	1100 hrs (UTC) (hhmm SMT) at Port of (UN/LOCODE)
		2	1500 hrs (UTC) (hhmm SMT) at Port of (UN/LOCODE)
		3	1P, 1S, 2P, 2S, 3P and 3S
		4	10 m3 sediments disposed to "insert name" reception facility
			Signed----- Name -----Rank-----

**Example 19: Ballast tank cleaning/flushing and disposal of sediments to aquatic environment (at sea)**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	G	1	1100 hrs (UTC) (hhmm SMT) at Lat xx xx.xx N / Long yy yy.yy E
		2	1500 hrs (UTC) (hhmm SMT) at Lat xx xx.xx N / Long yy yy.yy E
		3	3P and 3S
		5	100 m3 of tank flushing including sediments discharged to sea at minimum distance of 350 nm and minimum depth of 2800 m
			Signed----- Name -----Rank-----

**Notes for examples 18 and 19:**

- .1 Sediment disposal receipt provided by shore/port reception facility or dry dock facility must be attached to the BWRB and must be available for inspections.
- .2 In case of flushing of a tank with treated water, operation to be recorded under code G items 1, 2, 3 and 5 with comments in 5 stating that treated water was used to flush the tank.

**Code H**

**(H) Additional operational procedures and general remarks**

**Example 20: Internal tank-to-tank ballast water transfers**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		200 m3 of ballast water transferred from 1P and 1S to 2P and 2S

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			Signed----- Name -----Rank-----
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**Example 21: Sampling of ballast water during discharging**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		Ballast water sample taken during discharge operation at the port of "UN/LOCODE" by PSC
			Signed----- Name -----Rank-----

**Example 22: Use of ballast water tank for non-ballast water purpose: taking out of operation**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		Aft peak ballast tank emptied and isolated from the ballast water pipe system for use of non-ballast purpose in accordance with BWMP. Valve # 123 sealed.
			Signed----- Name -----Rank-----

**Example 23: Use of ballast water tank for non ballast water purpose: taking into operation**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		Aft Peak ballast tank cleaned / flushed and reconnected to ballast water system pipeline in accordance with BWMP. Valve # 123 unsealed
			Signed----- Name -----Rank-----

**Example 24: Reporting to flag or port State of a failure of the BWMS**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		BWMS failure at hhmm (UTC) (hhmm SMT) on dd-MMM-yyyy informed flag State
			Signed----- Name -----Rank-----

**Note for example 24:**

- .1 BWMS failures are recorded under code F. In case of reporting to flag or port State, above entry to be recorded and, if operations subsequently carried out as per contingency plan or as per advice from port/flag State, same to be recorded under applicable code/item.

**Example 25: Entry pertaining to an earlier missed operational entry**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
xx-MON-yyyy (Date 1)	H		Entry pertaining to an earlier missed operational entry

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			Signed----- Name -----Rank-----
xx-MON-yyyy (Date 2)			(record the correct entry here)
			Signed----- Name -----Rank-----

**Note for example 25:**

- .1 This entry is to be followed by the entry pertaining to the missed operation. The date 1 to be entered corresponding to the original date of operation and subsequent entry date 2 to be the current date.

**Example 26: Ship unable to perform ballast water exchange owing to safety reasons, e.g. bad weather**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	H		Ship unable carry out BWE owing to ..... (state reason)
			Port of call (Name port / country) informed
			Signed----- Name -----Rank-----

**Note for example 26:**

- .1 This entry is to be made for safety (bad weather) or operational related issues (e.g. ship's route does not pass through areas where distance from nearest land is always more than 50 nm and / or 200 m depth or a designated BWE area).

**Example 27 : Scenarios for making sequential entries in the ballast water record book**

**Scenario 1: Uptake and discharge of ballast water for a ship subject to regulation D-2**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	A	1	Start - 0900 hrs (UTC)(hhmm SMT) at BE ANR
		2	Completion – 1800 hrs (UTC) (hhmm SMT) at BE ANR
		3	3P, 3S, 4P and 4S
		4	Uptake 6800 m3. Final quantity retained: 7200 m3
		5	Yes. Ballasting as per BWMP for D-2 compliance
		6	Approved BWMS
			Signed----- Name -----Rank-----

07-JAN-2023	B	1	Start - 09:00 hrs (UTC) (hhmm SMT) at FR LEH
		2	Completion – 1800 hrs (UTC) (hhmm SMT) at FR LEH
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	Yes. Deballasting as per BWMP for D-2 compliance

		6	Approved BWMS
			Signed----- Name -----Rank-----

**Scenario 2: Uptake, exchange and discharge of ballast water for a ship subject to regulation D-1**

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge
01-JAN-2023	A	1	Start - 0900 hrs (UTC) (hhmm SMT) at BE ANR
		2	Completion – 1800 hrs (UTC) (hhmm SMT) at BE ANR
		3	3P, 3S, 4P and 4S
		4	Uptake 6800 m3. Final quantity retained: 7200 m3
		5	Yes. Ballasting as per BWMP for D-1 compliance
		6	None
			Signed----- Name -----Rank-----

03-JAN-2023	C	1.1	Start – 0900 hrs (UTC) (hhmm SMT) at Lat / Long
		1.2	Completion –1800 hr (UTC) (hhmm SMT) at Lat / Long
		1.3	Minimum distance 840 nm and minimum depth 6500 metres
		1.4	Yes. Sequential method as approved in the BWMP
		1.5	3P, 3S, 4P and 4S
		1.6	Exchanged 7200 m3. Final quantity retained 7200 m3.
		1.7	None
			Signed----- Name -----Rank-----

07-JAN-2023	B	1	Start – 09:00 hrs (UTC) (hhmm SMT) at FR LEH
		2	Completion – 1800 hrs (UTC) (hhmm SMT) at FR LEH
		3	3P, 3S, 4P and 4S
		4	Discharged 6800 m3. Final quantity retained: 400 m3
		5	Yes. Deballasting as per BWMP for D-1 compliance
		6	None
			Signed----- Name -----Rank-----



# LPS Bulletin 08/24

## Pilot Ladder Campaign Statistics



Date: 26-12-2024

### Summary Details: Pilot Ladder Campaign Statistics

Ensuring the safe embarkation and disembarkation of pilots, loading master's and other shore personnel using pilot ladders.

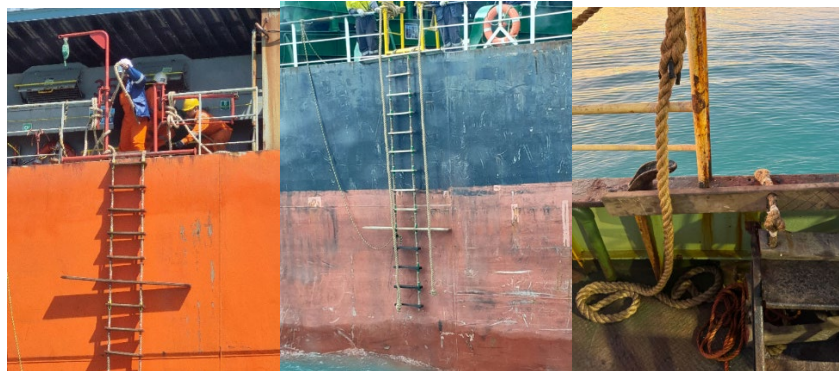
Recently the "PrimePort Timaru" had launched Pilot Ladder campaign called as "The Perfect Pilot Ladder" campaign over the months of August and September, to assess compliance with pilot ladder arrangements. Below is the summary of the campaign findings for your kind ref.

#### Key Issues identified:

1. Pilot ladder rigged too low
2. Manropes not equal length
3. Manropes have knots at the end
4. Manropes tied to handrails
5. Manropes not centred
6. Retrieval line too low
7. Pilot ladder rigged using spreader against the stanchions
8. Stanchions missing at the platform on gangway when used for combination ladder.

#### Findings:

- 47% of pilot boarding arrangements were non-compliant.
- Over half of the non-compliant arrangements were minor and did not compromise Pilot safety. (Retrieval lines – rigged correctly but below the spreader and distorted/not horizontal spreaders).
- 30% of all pre-arrival declarations received from vessel's were incomplete.
- 25% of Manropes were observed to be incorrectly secured. Primarily secured onto rails as opposed to strongpoints on deck.
- It was found that 67% of all pilot ladders were no older than 12 months from date of manufacture. (This is a very positive finding, with oldest ladder being 22.6 Months).



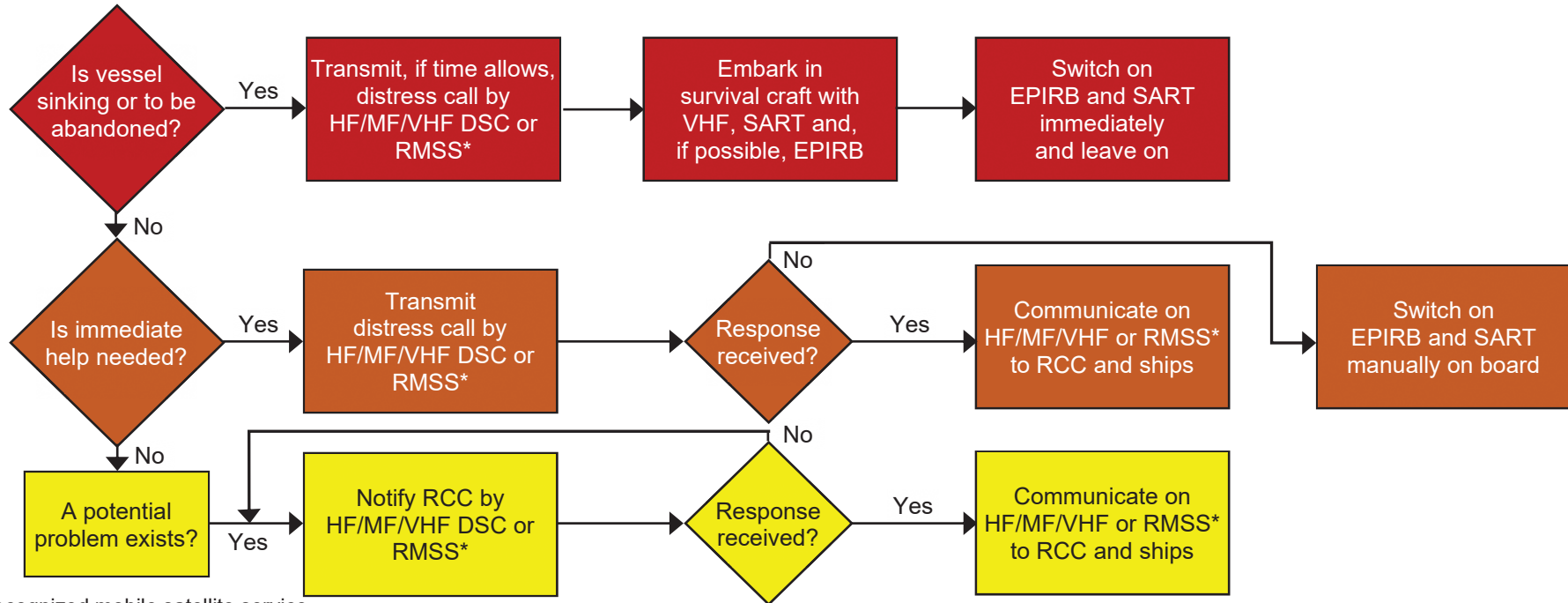
#### Conclusion:

**The Perfect Pilot Ladder Campaign** has proven to be a valuable initiative. It has raised awareness among vessel's crew about compliant and non-compliant pilot boarding arrangements, fostering improvements in safety and compliance.

IMO has established specific requirements for construction, maintenance and use of pilot ladders under SOLAS Chapter V and IMO Resolution A.1045(27). These standards ensure the safety of pilots boarding and disembarking vessels, emphasizing proper ladder rigging, securing arrangements, and periodic inspections. Compliance is critical to avoid accidents and maintain operational efficiency.

**ANNEX**

**GMDSS OPERATING GUIDANCE FOR SHIPS IN DISTRESS SITUATIONS**



\* Recognized mobile satellite service

1. EPIRB should float free and activate automatically if it cannot be taken into survival craft.
2. Where necessary, ships should use any appropriate means to alert other ships.
3. Nothing above is intended to preclude the use of any and all available means of distress alerting, including those listed in COLREG 72, annex IV.

Frequencies for Distress Communications		
	Digital selective calling (DSC)	Radiotelephone
VHF	Channel 70	Channel 16
MF	2 187.5 kHz	2 182 kHz
HF4	4 207.5 kHz	4 125 kHz
HF6	6 312.0 kHz	6 215 kHz
HF8	8 414.5 kHz	8 291 kHz
HF12	12 577.0 kHz	12 290 kHz
HF16	16 804.5 kHz	16 420 kHz