



SHIP/SHORE SECURITY DRILL

2021 ANNUAL EXERCISE

DATE 09 APRIL 2021

Vessel name:	IVS SPARROWHAWK	Date:	09 APR 2021
Position	21-14.2N / 063-40.9E		
Time from:	1430 Singapore time	Time to:	1640 Singapore time

REVIEWED AND APPROVED BY COMPANY SECURITY OFFICER

CAPT K.RAJARAMAN

2021 SHIP/SHORE SECURITY DRILL

➤ **INTRODUCTION**

The basic objective of this exercise is to provide the mechanisms that will test and validate the Ship Security Plan (SSP) both for the CSO and the ship with the participation of the Master, the SSO and the senior officers on the ship. The exercise is intended to test the entire security program of the Ship and company. After the exercise, should any participant identify any areas for improvement in existing plans and policies, they should be reported to the CSO for inclusion in future revisions of the SSP.

The documentation process included shall meet all requirements of the Ship Security Plan (SSP).

➤ **EXERCISE REQUIREMENTS**

The ISPS Code Requires that a Security Exercise be conducted annually with no more than 18 months interval. These requirements are specifically located in:

- Part A: 13.4 & 13.5
- Part B: 13.7

The ISPS requires that the exercise should test:

- Communications
- Coordination
- Resource Availability
- Response

➤ **DOCUMENTATION**

NOTE: All Drill and Exercise documents and After Action Reports containing or referencing ship security information should be handled and stored as Sensitive Security Information (SSI).

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➤ OBJECTIVES

Specific objectives of this exercise are:

- General familiarity of the Ship's crew and the Company's staff with the ISPS Code requirements related to exercise notifications and actions including communication, coordination, resource availability and response.
- Test the ability of the SSO and the Ship's Management Team to effectively manage a Security Incident Emergency situation
- Test the Ship's ability to communicate internally, and externally to the CSO
- Test the CSO and company's ability to manage an emergency situation, and to make all necessary contacts to contractors and government agencies
- Test the SSO's ability to thoroughly document all actions taken during the exercise.
- To test the 24 hour emergency number, the hotline number and all communication equipment
- To assess the effectiveness of implementation of ship security plan
- To understand and evaluate logistics requirement.
- To familiarize and to rehearse key personnel of their role during an emergency
- To test the element of SSP SECTION 11 Procedures against breach of security and Appendix Contingency Plans (11.3 / 11.4 / 11.5)
- To identify the weakness / lapses (which can be improved later) in our system

➤ EXERCISE STRUCTURE

This Security Exercise is presented as one realistic scenario that could well be encountered by ship.

Upon completion of the Exercise, the CSO and the Master/SSO will have tested the key areas of their Ship Security Plan (SSP). Responses should be realistic and based on existing policies, procedures and plans. All crewmembers and other participants are encouraged to participate openly, and to report observations and suggestions. Issues arising from the scenario should be thoroughly discussed.

This discussion is intended to encourage the Ship Management Team to examine policies, decisions and key issues relevant to response and incident management requirements.

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If the team finds that the existing SSP is inadequate to address the issues, it shall be noted. If any suggestions for improvement are discovered, they should be included in the "Suggestion to improvement"

➤ **EXERCISE GROUND RULES**

- Master will contact the CSO through their regular contact phones 15 minutes before the start of the exercise in order to ensure that all is clear at both ends to proceed with the exercise.
- SAFETY FIRST. All personnel shall be responsible for the safe Navigation and Operation during exercise. If an unsafe condition or operation is discovered, ensure to notify the SSO or the Master. The Master to determine whether the situation can be corrected and if exercise should continue.
- Begin and end all telephone and radio conversations with the statement "**THIS IS A DRILL**". Ensure this statement is included on all email exercise documents.
- At the time of the official start of the exercise, Master /SSO will give the initial notification to the CSO via the hot line (24 hours) Telephone number, as obtained from the "Emergency Communication System Diagram". The exercise will begin with this notification.
- Ship Security Alert System shall be also tested with company
- Following forms / procedures shall be complied with :
 - MPA form of reporting of security incident
 - SSP section 9, 11, Appendix 11-section 3 , 5
- RECORDS - All documents and checklists exchanged by email used during the Exercise should be filed. On board contingency measures shall also be recorded.
- All communication during this exercise shall be done only with the "role play" persons/parties as listed below. No other persons/parties shall be contacted.
- In the event of a REAL EMERGENCY THIS EXERCISE WILL BE TERMINATED
- All actions taken during the exercise, time, event, and description of activity (such as telephone call or personal contact) shall be recorded.
- The Exercise will be terminated by CSO, once all objectives have been satisfied.
- Debriefing shall be held in office after the Security Exercise. During this debriefing, participants shall discuss the response and identify areas that were well handled, opportunities for improvement, and suggested action items.
- The SSO shall follow-up this exercise with a debriefing and evaluation, involving all the exercise participants.

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➤ PARTIES INVOLVED:

LEVEL OF INVOLVEMENT

- Ship and office staff
- Charterers / owners / MPA / Operators / Agents / Media / UK P&I club / UKMTO / MSCHOA / Classification society etc was played within office

	Party / Person	Name	Telephone
1	"Vessel" / Master /	Capt. Benjamin M. Estolas	VSAT 2: +65 3163 0157 (Capt Office) FBB: +870 773 930 955 (Capt Office) ivssparrowhawk.master@grindrod fleet.com
2	SSO	CNO Ramoncito Y. Cagas III	VSAT 1: +65 3163 0156 (Bridge) FBB: +870 773 930 955 (Bridge) Inm-C (Telex): 456558310 (Bridge)
3	CSO	Capt Rajaraman	+65 9777 1521 rajaramank@grindrodshipman.com
4	Marine superintendent	Capt James	+65 9777 0052 jamesr@grindrodshipman.com
5	Alternate CSO	Capt Rajesh	+65 6632 1393 office +65 9777 8773 mobile RajeshS@unicornshipping.co.za
6	Other roles	Company staff	rajaramank@grindrodshipman.com jamesr@grindrodshipman.com

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➤ PREPARATION:

All parties were called over telephone/e-mail to appraise of the drill. All parties mentioned above actively participated in the drill.

All times mentioned in the report is Singapore Standard Time (GMT + 0800 Hrs).

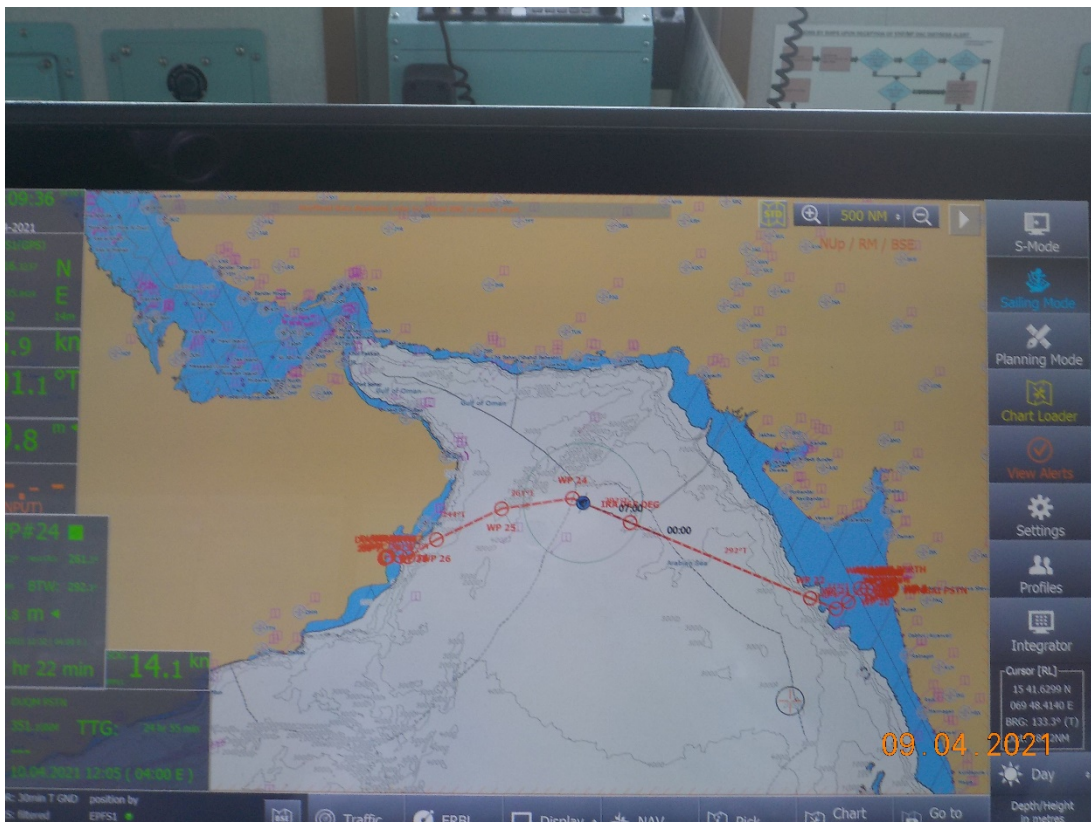
➤ COMMUNICATION:

Through Telephone and Email

EXERCISE SCENARIO

Vessel is presently at Arabian sea in transit at position 21-14.2N / 063-40.9E and has implemented security measures as per BMP

- Razor Wire Rigged
- Fire hoses rigged
- Addition Lookout posted at Navigation Bridge
- Accommodation Lockdown



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SECURITY GRATINGS INSTALLED AT STAIRCASE AS PART OF ANTI-PIRACY MEASURES



RAZOR WIRES ON MAIN DECK



2021 SHIP/SHORE SECURITY DRILL

ENGINE ROOM DOORS LOCKED DOWN



OOW was monitoring targets on radar while watch keepers were maintaining vigilant lookout.

Master is called up on the bridge by the watch keeping officer after he finds out 4 suspicious crafts in the vicinity.

Crafts starts approaching vessel with high speed and using binoculars ship staff sighted 4 armed personnel on the crafts.



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Master assesses the situation and raises general emergency alarm and calls all crew for Mustering and initiates Contingency Response Plan. Then calls CSO, ships in the vicinity by VHF for informing the situation with request of possible assistance.

Vessel activates SSAS INDICATING SECURITY DRILL (ADDRESSED ONLY TO COMPANY)

To evade the boarding attempts by pirates, Master starts all BMP recommended measures including increasing of speed & zig-zag manoeuvres to deter pirates.

Fire pump was started and fire hoses activated along ship side to deter boarding of pirates.

Master informs all crew other than master, duty officer, AB to proceed to steering gear room.

All crew mustered in steering gear and headcount taken.

Later on the ME was stopped and the bridge team also mustered in steering gear room until skiffs were well clear.

WATCHMAN SIGHTING SUSPICIOUS SKIFFS



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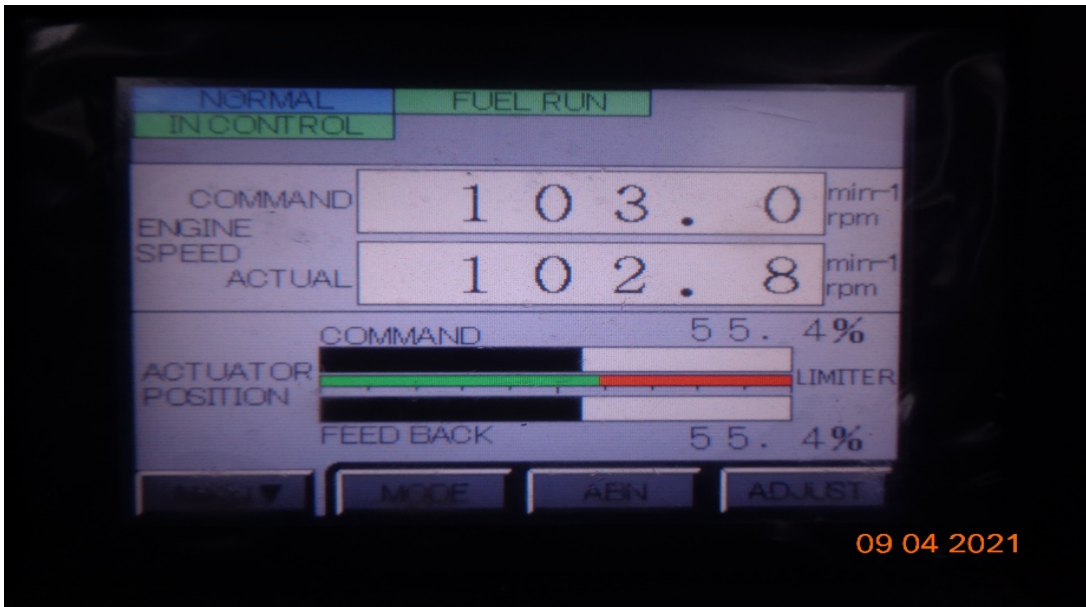
MASTER ACTIVATED GENERAL EMERGENCY ALARM SIGNAL FOLLOWED ANNOUNCEMENT ON P.A. SYSTEM



MASTER INCREASING SPEED TO MAXIMUM AND TAKING EVASIVE MANEUVERS



2021 SHIP/SHORE SECURITY DRILL



VESSEL MADE ZIG-ZAG MANOEUVERS



2021 SHIP/SHORE SECURITY DRILL



TELEPHONE CALL – HOTLINE



SSAS ACTIVATED AS PART OF THE DRILL



2021 SHIP/ShORE SECURITY DRILL



SSAS TRANSMISSION CONFIRMATION



2021 SHIP/SHORE SECURITY DRILL

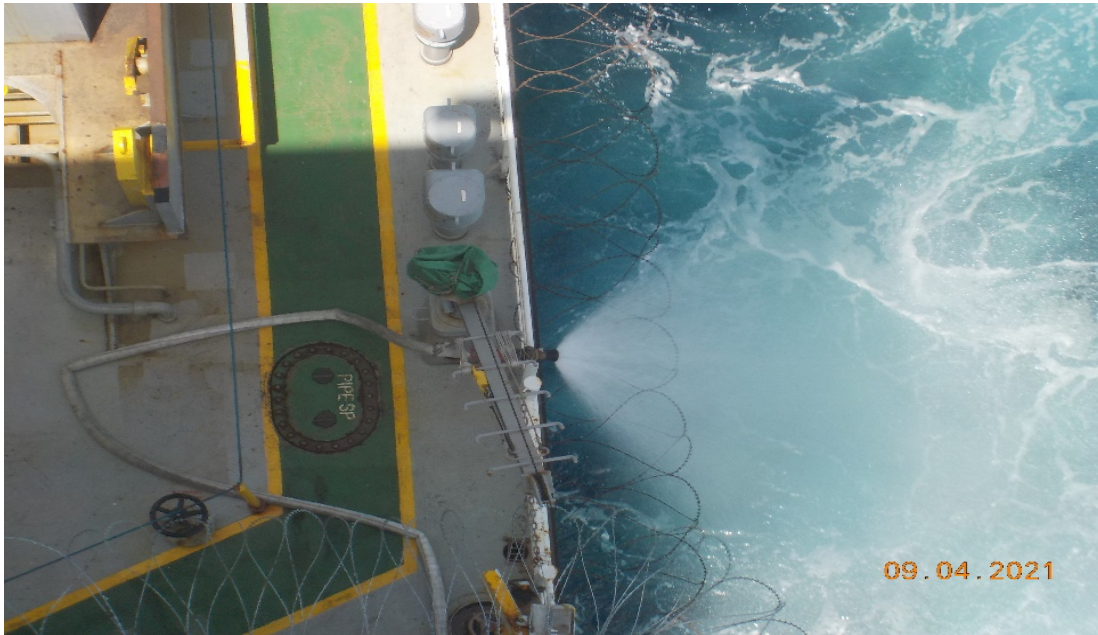
LOOK OUT & OOW VERIFYING AND MONITORING THE SKIFFS



VESSEL ACTIVATED FIRE HOSES



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DEBREFING AFTER DRILL



2021 SHIP/SHORE SECURITY DRILL

Brief minutes of drill

Ship time (UTC + 4 HRS), Oman Standard Time

Date: 09 April 2021

Singapore Time	Party	Remarks
1420	Vessel	Master calls CSO and informs vessel is ready for drill
1425	Vessel	Master tests the 24hour emergency number +65 (0) 663 21380
1430	Vessel	Vessel IN-TRANSIT, in position LAT: 21-14.2N LON: 063-40.9E implementing security measures as per BMP 5.
1430	Vessel	OOW was monitoring targets on radar while watch keeper were maintaining vigilant lookout. Master was called up on the bridge by the watch keeping officer after he finds out 4 suspicious skiffs in the vicinity. Skiffs starts approaching vessel with high speed and using binoculars, ship staff sighted 4 armed personnel on the craft.
1432	Vessel	Master assesses the situation and raises emergency alarm and calls all crew for Mustering and to reinforce all BMP measures that are in place. Master initiates Contingency Response.
1435	Vessel	Master calls CSO and provides initial information regarding the skiffs.
1436	Vessel	OOW calls ship's in the vicinity by VHF and informs the situation with request of possible assistance.
1437	Vessel	Vessel increased speed and made zig-zag manoeuvres to deter pirates. Fire pump was started and fire hoses were activated along ship side
1441	Vessel	All crew except bridge watch keepers mustered in STEERING GEAR room. Head count taken.
1449	Vessel	Initial report sent by e-mail to CSO
1456	CSO	CSO acknowledges initial notification report
1458	Marine Supt.	Marine Supt. updates media holding statement on ONE NOTE
1459	Marine Supt	Marine Supt. updates initial information on ONE NOTE
1504	Vessel	Vessel sends SSAS alert (ONLY to company)

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1506	CSO	CSO receives and acknowledges SSAS alert by email
1509	CSO	Top management / operators / HSQE manager / Marine manager / General Manager / Owners / Crewing department informed regarding the incident.
1509	CSO	MPA / CLASSNK / H&M / P&I / MTI – MEDIA / UKMTO MSCHOA / K&R informed regarding the incident
1513	CSO	CMT activated using MS TEAMS
1514	Third parties	Third parties confirm acknowledgement of Initial notification
1539	Vessel	Master sends SITREP 1 to CSO
1539	CSO	Vessel is informed that the response of the Pirate Attack is being coordinated jointly with dispatch of warships attending in the Area plus Mustering of an aerial chopper team. An Armed Security team is enroute and will be in the vicinity of vessel in the next hour. Master is to follow instructions issued by the Contracting Government, / UKMTO/MSCHOA and co-ordinate same with CSO
1547	Vessel	Master sends SITREP 2 to CSO
1550	Vessel	Master informs ME stopped and bridge team also proceeding to steering gear room
1550	CSO	CSO sends SITREP 1 and 2 to third parties
1554	Third parties	Third parties confirm acknowledgement of SITREP 1 and 2
1609	Vessel	Master sends SITREP 3 to CSO

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1618	CSO	CSO sends SITREP 3 to third parties
1618	CSO	Drill called off
1620-1635	CSO / Master	Debriefing carried out in company and on vessel
1640	Vessel	Vessel sends MPA security incident form

➤ DEBRIEFING

Debriefing carried out on vessel and company after completion of drill. Following points were discussed:

- Compliance with protective / hardening measures as per BMP
- Preparation and installation of vessel hardening and other anti-piracy equipment.
- Duress words for lockdown procedures.
- Emergency sound signal and PA system during piracy attack.
- Emergency Communication, Office 24 hours emergency numbers and contact numbers for UKMTO, MSCHOA and others to be readily available.
- SSAS operation and procedures.
- Verification and double checking of all access for lockdown procedures.
- Risk Assessment prior HRA entry.
- Reinforcement of security measures for identified weak points / areas on board.
- Watch Arrangement, vigilance and pirate skiff identification.
- Procedures against breaches of security as per SSP
- Importance of training and drills – section 5 of SSP
- Contingency plans as per SSP – Appendix 11 of SSP
- Importance of mustering at safe muster point (Steering gear room)
- Master also stressed the importance of all staff to muster within very short time

CSO informed Master that while transiting in HRA, vessel will be at security level 1 but maintain level 2 measures as per SSP.

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➤ FINDINGS / COMMENTS / SUGGESTION FOR IMPROVEMENT

➤ Comments:

Overall objectives of the drill were found satisfactory.

The ISPS requirements of testing the following were found satisfactory:

- Communications
- Coordination
- Resource Availability
- Response

SSAS was tested and found satisfactory.

Office 24-hour Emergency number was tested and working good.

Response by vessel and office staff to the handling of security incident was satisfactory.

With very effective briefing, ship staff found the drill very fruitful.

➤ Findings:

- Time delay in receiving messages from ship
- Follow up reports sent by vessel (SITREP) were not numbered as 1,2,3 etc.
- MPA form section F not completed in detail.
- Look out found on bridge wings without PPE. The bridge wing doors should be closed and the look out shall be inside the bridge so that they are not injured by bullets if fired.

➤ Suggestions for improvement:

As there is time delay by communication through emails, number of emails to be kept to minimum. Telephone shall be used for ship to shore communication.

➤ DRILL OR EXERCISE EVALUATION WORKSHEET

1. Were all personnel knowledgeable of their duties and responsibilities for this type of event?	Yes	Over the years; most staff including ship personnel have attained good knowledge to focus on practical aspects of the emergency scenario.
2. Were all personnel capable of performing the duties expected of them?	Yes	All ship staffs including office personnel have performed their duties quite well
3. Were proper procedures followed?	Yes	

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4. Were security plans and other written instructions accurate and non- contradictory?	Yes	Guidance & Instructions in the SSP were relevant.
5. Were response activities appropriately documented during the incident?	YES	
6. Timely implementation of procedures as per SSP	Yes	Master / SSO was well versed with the SSP; hence his action was prompt and to the point.
7. Were all security equipment including communication were found in order? Was a quick list of contacts were kept handy at the bridge?	Yes	SSAS & other on-board security equipment were found in order. Quick list of contacts were kept handy at the bridge
8. Are modifications to the Ship Security Plan required?	No	<p>The BMP measures along with the SSP guidance was found to be adequate for handling such security crisis.</p> <p>However, SSP need to be updated time –to-time when any additional antipiracy measures are recommended in the BMP; or even when any of the existing measures are amended to mitigate the threat.</p>
9. Are new or modified training plans needed for personnel?	No	Present drill planner is sufficient. Vessel carries-out regular security drills on board which helps to increase security awareness and emergency response required. Though the actual sea piracy/attacks have reduced in GOA area; however thefts in anchorages in South Asian countries have increased over the time. But, present SSP procedures cover all the aspects of such security related problems.
10. Have any "Best Practices" been identified that may be shared with others?	No	Any best practice identified shall be shared with the fleet

Initial Report

All Emails are to be sent to the following address: globalerc@grindrodshipping.com

Initial Report

DRILL DRILL DRILL

All Emails are to be sent to the following address:
globalerc@grindrodshipping.com

Emergency Contact No: +65 66321380 /
+27 31 302 7205

Emergency Response Initial Report - Drill

Ship's Name :	IVS SPARROWHARK
IMO number:	9712656
• Time of call from vessel:	14:56
Who contacted the Office:	Master
• Description of Incident:	Vessel in transit at Arabian sea (LAT: 21-14.28 N LON: 063-40.9 E). Duty officer noticed four suspicious skiffs approaching with very high speed from our stbd side. Master raised the emergency alarm and summoned all crew to muster station and reinforce all BMP measures.
• Location of incident on board:	
• Any injuries / casualties:	NIL
• Damages:	NIL
• Time of incident on board:	1030LT / 09 APR 2021
• Ship's position:	21 14.28N / 063 40.90E
• Course	291 DEG
• Speed	14.0 KTS
• Cargo On-board and quantity:	10408 KT
• Bunker quantity on board:	VLSFO 279.304 MT / LSMGO 77.579 MT
• Any Oil Spill:	NIL
• Approx Quantity spilt over board:	NIL

•Next Port and distance	DUQM, OMAN / 355 NM
<u>Weather conditions:</u>	
•Wind:	W
•Direction :	W
•Speed (Beaufort):	3
•Sea:	SLIGHT SEA
•Direction	W
•Height (m)	1

Reminder: Master/Office to follow the relevant contingency plan

Inform:

EventMedia Holding Statement

Example

Friday, 9 April 2021 2:58 pm

All Emails are to be sent to the following address: globalerc@grindrodshipping.com

Media Holding Statement

DRILL DRILL DRILL

To be released once approved by Grindrod Shipping Senior Management

- **IVS SPARROWHAWK**

Ship's Name : IVS SPARROWHAWK

IMO number: 9712656

· Any injuries / casualties: NIL

· Damages: NIL

· Time of incident on board: 1030LT / 09 APR 2021

· Ship's position: 21 14.28N / 063 40.90E

· Course: 291 DEG

· Speed: 14.0 KTS

· Cargo On-board and quantity: 10408 KT

· Bunker quantity on board: VLSFO 279.304 MT / LSMGO 77.579 MT

· Any Oil Spill: NIL

· Approx Quantity spilt over board: NIL

· Next Port and distance: DUQM, OMAN / 355 NM

Weather conditions:

· Wind Direction : W

· Speed (Beaufort): 3

· Sea: SLIGHT SEA

· Direction: W

· Height (m): 1

Vessel in transit at Arabian sea (LAT: 21-14.28 N LON: 063-40.9 E).

Duty officer noticed four suspicious skiffs approaching with very high speed from our stbd side.

Master raised the emergency alarm and summoned all crew to muster station and reinforce all BMP measures.

Further information will be provided as it becomes available.

For any media enquiries, please contact MTI International.

MTI SGM (local Correspondent):

MTI London: Pat Adamson + 44 7836766947

www.mtinetwork.com



Maritime and Port Authority of Singapore

Shipping Division
 460 Alexandra Road PSA Building #21-00
 Singapore 119963
 Tel: (65) 6375 1932 Fax : (65) 6375 6231
 Email : marine@mpa.gov.sg

REPORT OF A SECURITY INCIDENT INVOLVING SINGAPORE SHIPS

This form is to be completed by the master in all cases where a Singapore ship is involved in a security incident. This form should be sent to the Director of Marine, Singapore within 24 hours of the incident or as soon as possible thereafter. If the completed report form cannot be submitted within 24 hours, the Singapore Flag Administration should be notified in brief via Tel: +65 62265539 or Email: shipalert@mpa.gov.sg

Information pertaining to incident

A General

- 1 Type of Incident eg Sea Robbery, Hijack, Missing, Lost contact etc: PIRACY

2. Date & time of Incident (Local Time) : 09 APRIL 2021

3. Location of Incident : ARABIAN SEA ,LAT. 21-14.28 N / LONG. 063-40.9 E

B Ship's details:

1	Ship's Name		IVS SPARROWHAWK
2	Call sign	-	9V2742
3	IMO number	-	9712656
4	MMSI number	-	565583000
5	INMARSAT IDs	-	456558310
6	Type of ship	-	BULK CARRIER
7	Flag State	-	SINGAPORE
8	Gross Tonnage	-	21194 MT
9	Company/Agent/Owner		GRINDROD SHIP MANAGEMENT/GAC (OMAN)/IVS BULK 5855

C Position of Ship

1	Latitude	-	21-14.28 N
2	Longitude	-	063-40.9 E
3	Name of the area – Place/Port, territorial sea, port waters, anchorage, high seas etc	-	ARABIAN SEA
4	Activity of Ship - While sailing, at anchor or at berth etc	-	UNDERWAY TO DUQM,OMAN FROM MUMBAI,INDIA
5	ISPS Security Level of Ship prior to attack	-	1
6	Last Port of Call and Next Port of Call	-	MUMBAI,INDIA / DUQM, OMAN

D Details of Victims

Victim	Nationality	Sex / Age	Designation on board	Injury
NIL				

E Items Stolen

Description of item	Estimated value of item
NIL	

F Brief description of attack based on information from coastal State authorities / ship / shipowner / ship's agent¹

Attacked by 4 small skiffs approaching with high speed ,ship's staff sighted 4 armed personnel on the craft Skiffs passed port side at high speed within 5 cables. Vessel increased speed and made zigzag manoeuvres to deter pirates. Fire pump was started and fire hoses were activated along ship side.

¹ The following additional information to be included: damage to ship; description of suspects, direction towards which pirates/robbers fled; any other information (e.g. language spoken); action taken by the master and crew; was incident reported to the Authorities (coastal states and/or flag state?) and action take by them, if any.

SITREP

Friday, 9 April 2021 2:32 pm

All Emails are to be sent to the following address: globalerc@grindrodshipping.com



FOLLOW UP SITUATION REPORT

Ship Name	IVS SPARROWHAWK
SITREP NO:	1
Date and Time (UTC) of situation report:	09-Apr-2021 07:39 UTC
<u>Summary / Update of the incident</u>	Vessel now on increase max speed and on zigzag maneuver. Other crew are now mustering in the citadel except on bridge staff/master for initiating contingency response plan.
Information received from:	Master
Number/Details of Casualties:	NIL
Damages:	NIL
Any external assistance required:	NIL
Authorities Involved:	INFORMED UKMTO/MSCHOA
Emergency Services Involved:	NIL
Response Services Involved:	Response is being co-ordinated jointly with dispatch of warships attending in the Area plus Mustering of an aerial chopper team. An Armed Security team is en-route and will be in the vicinity of vessel in due course. Master is to follow instructions issued by the Contracting Government,/UKMTO/MSCHOA and co-ordinate same with CSO.
Company Emergency Response Activities:	ACTIVATED
Press Media Coverage:	INFORMED
Press Response:	
Report Sheet Issued By:	James
Name:	James
Title:	Marine Superintendent
Contact Details:	+6597770052

FOLLOW UP SITUATION REPORT

Ship Name	IVS SPARROWHAWK
SITREP NO:	2
Date and Time (UTC) of situation report:	09-Apr-2021 07:47
<u>Summary / Update of the incident</u>	<ul style="list-style-type: none"> • Action taken by vessel to deal with the incident: SOUND GENERAL ALARM / CALLED CSO BY VSAT PHONE / SENT SSAS ALERT / EVASIVE ZIGZAG MANEUVER & MAX FULL SEA SPD / ALL ACCESS DOOR SECURED / MUSTERING CREW AT CITADEL EXCEPT BRIDGE STAFF • Is there any immediate danger: YES • How far are the skiffs now: APPROX 3 CABLES • Are they approaching the vessel: STILL APPROACHING • Have fire pumps and hoses been activated: YES • Did vessel take evasive manoeuvres: YES • What VHF channels are being monitored: 16 • Did vessel receive any call from MSCHOA/UKMTO: NOT YET
Information received from:	Master
Number/Details of Casualties:	NIL
Damages:	NIL
Any external assistance required:	NIL
Authorities Involved:	UKMTO/MSCHOA
Emergency Services Involved:	NIL
Response Services Involved:	AERIAL CHOPPER TEAM
Company Emergency Response Activities:	ACTIVATED
Press Media Coverage:	INFORMED
Press Response:	
Report Sheet Issued By:	James
Name:	James
Title:	Marine Superintendent
Contact Details:	+6597770052



FOLLOW UP SITUATION REPORT

Ship Name	IVS SPARROWHAWK
SITREP NO:	3
Date and Time (UTC) of situation report:	09-Apr-2021 / 08:09
<u>Summary / Update of the incident</u>	Chopper now on the vicinity and skiffs are already left.
Information received from:	Master
Number/Details of Casualties:	NIL
Damages:	NIL
Any external assistance required:	NIL
Authorities Involved:	UKMTO/MSCHOA
Emergency Services Involved:	NIL
Response Services Involved:	AERIAL CHOPPER TEAM
Company Emergency Response Activities:	ACTIVATED
Press Media Coverage:	INFORMED
Press Response:	
Report Sheet Issued By:	James
Name:	James
Title:	Marine superintendent
Contact Details:	+6597770052



FOLLOW UP SITUATION REPORT

Ship Name	.
SITREP NO:	
Date and Time (UTC) of situation report:	
<u>Summary / Update of the incident</u>	
Information received from:	.
Number/Details of Casualties:	.
Damages:	.
Any external assistance required:	.
Authorities Involved:	.
Emergency Services Involved:	
Response Services Involved:	
Company Emergency Response Activities:	
Press Media Coverage:	
Press Response:	
Report Sheet Issued By:	
Name:	
Title:	
Contact Details:	

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