

Subject

Emergency Towing Booklet

ClassNK

Technical Information

No. TEC-0811

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To whom it may concern

Please be informed that amendment of SOLAS was adopted at IMO MSC 84 on May 2008 and "Emergency Towing Booklet"(ETB) should be provided for all ships engaged in international voyage. Please be informed of the contents of the ETB initial examination as follows. (Please refer to Attachment1)

1. Application of ships
All ships engaged in international voyage (for cargo ships of not less than 500 tonnes)
2. Contents of ETB
 - 2.1 Following items required by SOLAS Reg.II-1/3-4.2.3 should be described in ETB.
 - (1) Drawings of fore and aft deck showing possible emergency towing arrangements
 - (2) Inventory of equipment on board that can be used for emergency towing
 - (3) Means and methods of communication; and
 - (4) Sample procedures to facilitate the preparation for conducting of emergency towing operations
 - 2.2 ETB a sample form which is published by Japan Ship Technology Research Association satisfies above 2.1.
 - 2.3 ETB may be kept as electric file, subject to proper control.
 - 2.4 Approval of ETB by Administration is not required. Therefore, any approval stamp on ETB by ClassNK is not required.
3. Location where ETB to be provided
 - 3.1 As guideline requires that a minimum of three copy of ETB should be kept on board at the following locations.
 - (1) the bridge
 - (2) a forecandle space; and
 - (3) the ship's office or cargo control room
 - 3.2 In case of ships without forecandle, the above 3.1(2) could be replaced by appropriate space where easy entry is available at fore part.

(To be continued)

NOTES:

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4. Inspection of confirmation

Surveyor confirms that ETB which includes items specified in 2.1 is provided on board and copy of ETB is provided at spaces specified in 3, at the following occasion.

- (1) New ships constructed (keel-laid) on or after 1 January 2010 : classification survey at new building stage
- (2) Existing ships constructed (keel-laid) before 1 January 2010
 - (a) Passenger ships : class survey (including occasional survey) before 1 January 2010
 - (b) Cargo ships : class survey(including occasional survey) before 1 January 2012

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Attachment:

1. Appendix C5 GUIDELINES FOR OWNERS/OPERATORS ON PREPARING EMERGENCY TOWING PROCEDURE

Appendix C5 GUIDELINES FOR OWNERS/OPERATORS ON PREPARING EMERGENCY TOWING PROCEDURES (MSC.1/Circ.1255 ANNEX)

1 PURPOSE

The purpose of these Guidelines is to assist owners/operators in preparing ship-specific emergency towing procedures for ships subject to SOLAS regulation II-1/3-4. The procedures should be considered as part of the emergency preparedness required by paragraph 8 of part A of the International Safety Management (ISM) Code.

2 OBSERVATIONS

2.1 Owners, operators and crews should take into consideration that the nature of an emergency does not allow time for deliberation. Accordingly, the procedures should be practiced beforehand.

2.2 The towing procedures should be maintained on board the ship for ready use by the ship's crew in preparing their ship for towage in an emergency.

2.3 The crew should have good knowledge of equipment stowage location and accessibility. Any identified improvements to stowage arrangements should be implemented.

2.4 Crew dealing with an emergency situation should be aware of power availability required for winches and tools, as well as for deck lighting (for bad/low visibility and night time situations).

2.5 It is recognized that not all ships will have the same degree of shipboard equipment, so that there may be limits to possible towing procedures. Nevertheless, the intention is to predetermine what can be accomplished, and provide this information to the ship's crew in a ready-to-use format (booklet, plans, poster, etc.).

3 SHIP EVALUATION

3.1 The owner/operator should ensure that the ship is inspected and its capability to be towed under emergency situations is evaluated. Both equipment on board and available procedures should be reviewed. Items that need to be inspected are described in the following paragraphs.

3.2 The ability of the ship to be towed from bow and stern should be evaluated, and the following items should be reviewed:

- .1 line handling procedures (passing and receiving messenger lines, towlines, bridles); and
- .2 layout, structural adequacy and safe working loads of connection points (fairleads chocks, winches, bits, bollards), etc.

3.3 The on-board tools and equipment available for assembling the towing gear and their locations should be identified. These should include but not be limited to:

- .1 chains;
- .2 cables;
- .3 shackles;
- .4 stoppers;
- .5 tools; and
- .6 line throwing apparatus.

3.4 The availability and characteristics of radio equipment on board should be identified, in order to enable communication between deck crew, bridge and the towing/salvage ship.

3.5 Unless the safe working loads of connection points are known, these loads should be determined by an engineering analysis reflecting the on-board conditions of the ship. The Guidance on shipboard towing and mooring equipment (MSC/Circ.1175) may be used for guidance.

3.6 The evaluation should be performed by persons knowledgeable in towing equipment and operations.

4 EMERGENCY TOWING BOOKLET

4.1 The Emergency Towing Booklet (ETB) should be ship specific and be presented in a clear, concise and ready-to-use format (booklet, plan, poster, etc.).

4.2 Ship-specific data should include but not be limited to:

- .1 ship's name;
- .2 call sign;
- .3 IMO number;
- .4 anchor details (shackle, connection details, weight, type, etc.);
- .5 cable and chain details (lengths, connection details, proof load, etc.);
- .6 height of mooring deck(s) above base;
- .7 draft range; and
- .8 displacement range.

4.3 All procedures developed in accordance with section 5 should be presented in a clear and easy to understand format, which will aid their smooth and swift application in an emergency situation.

4.4 Comprehensive diagrams and sketches should be available and include the following:

- .1 assembly and rigging diagrams;
- .2 towing equipment and strong point locations; and
- .3 equipment and strong point capacities and safe working loads (SWLs).

4.5 A copy should be kept at hand by the owners/operators in order to facilitate the passing on of information to the towage company as early as possible in the emergency. A copy should also be kept in a common electronic file format, which will allow faster distribution to the concerned parties.

4.6 A minimum of three copies should be kept on board and located in:

- .1 the bridge;
- .2 a forecastle space; and
- .3 the ship's office or cargo control room.

5 DEVELOPING PROCEDURES

5.1 Ship-specific procedures should be identified during the ship's evaluation and entered accordingly in the ETB. The procedures should include, as a minimum, the following:

- .1 a quick-reference decision matrix that summarizes options under various emergency scenarios, such as weather conditions (mild, severe), availability of shipboard power (propulsion, on-deck power), imminent danger of grounding, etc.;
- .2 organization of deck crew (personnel distribution, equipment distribution, including radios, safety equipment, etc.);
- .3 organization of tasks (what needs to be done, how it should be done, what is needed for each task, etc.);
- .4 diagrams for assembling and rigging bridles, tow lines, etc., showing possible emergency towing arrangements for both fore and aft. Rigged lines should be lead such that they avoid sharp corners, edges and other points of stress concentration;
- .5 power shortages and dead ship situations, which must be taken into account, especially for the heaving across of heavy towing lines;
- .6 a communications plan for contacting the salvage/towing ship. This plan should list all information that the ship's master needs to communicate to the salvage/towing ship. This list should include but not be limited to:
 - .1 damage or seaworthiness;
 - .2 status of ship steering;
 - .3 propulsion;
 - .4 on deck power systems;
 - .5 on-board towing equipment;
 - .6 existing emergency rapid disconnection system;
 - .7 forward and aft towing point locations;