ACTIVATION PLAN

CAPE ISABEL  CAPE INTREPID  CAPE ISLAND  CAPE INSCRIPTION

DTMA8C00022  and  DTMA8C00023

Contract effective date:
November 1, 2000
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INTRODUCTION – ACTIVATION PLAN

Appendix "H" --- emergency purchases Phase “V” Activation
Crowley Liner Services, Inc. (CLS) is the Ship Manager for the Ready Reserve Fleet (RRF) vessels CAPE ISLAND, CAPE INTREPID, CAPE INSCRIPTION and CAPE ISABEL. Please find the following ACTIVATION PLAN concerning those RRF vessels.

<table>
<thead>
<tr>
<th>Contract #</th>
<th>Group</th>
<th>Vessels</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>DTMA8C00022</td>
<td>28</td>
<td>CAPE ISLAND, CAPE INTREPID</td>
<td>Tacoma</td>
</tr>
<tr>
<td>DTMA8C00023</td>
<td>29</td>
<td>CAPE INSCRIPTION, CAPE ISABEL</td>
<td>Long Beach</td>
</tr>
</tbody>
</table>

There are numerous types of Activations: Annual Maintenance Activation, Notice Activation, and No-Notice Activation. During an activation, it will not be necessary to shift the vessels from their layberths to activation facilities. Activation will occur at their respective layberth locations.

In the event of an activation, CLS may use a Port Agent. In addition, it may be necessary to implement supplementary technical persons to augment the RRF staff. This process is simplified by calling on reserve resources available within the CLS Operations staff or tasking the reserve list of talent from its personnel "pool".

The Ship Manager Program Director, the Manager Engineering, and the Port Engineer (local PE) will make the activation decisions as required. They will confer, as appropriate, in order to apply the best overall judgment in applicable situations.

The Ship Manager has created the Activation Response Team (ART). The ART consists of personnel within the Ship Manager group taking direction from the Program Manager. Each pair of ships has a Port Engineer as its leader. During single or multiple activations, the Port Engineer would take charge and oversee all local operations with support from the Ship Manager. The ART leader will be the local Port Engineer.

The Program Director of RRF Vessels will receive the activation notice and immediately initiate the "Activation Plan."

Telephone numbers and means of emergency contact for entities (CLS, MARAD, MSC, etc.) which may be involved in an activation are contained in the appendices listed below. All are updated on a regular basis.

Appendices:
A. CLS Organization / Contacts
B. Ship Manager Information Sheet
C. Regulatory Body Organizations/Contacts/Approvals
D. Prime and General Contractors
E. Agency List
F. MSC COMSCINST 4626.1B
G. Declaration of Inspection Prior to Bulk Transfer
H. Emergency Purchases
A. SEQUENCE OF EVENTS FOR ACTIVATION

- Confirm notice with Western Region ACO MARAD.
- Notify Operations personnel.
- Select Master and arrange travel. Provide Master ETA to ROS Maintenance Chief Engineer.
- Notify Labor Relations and give same maximum known information on the ship’s mission regarding where, when, and how long vessel activation will be. Provide billet list per TE-4.
- Assign backup Port Engineer to assist ART leader (if required).
- Call United States Coast Guard and ABS offices having jurisdiction for the ship. Advise as to the earliest possible date their services will be needed. Emphasize the time constraints depending on delivery of vessel. Provide copy of document and inspection status.
- Notify Outporting Contractor to advise of heavy activity to come during activation.
- Notify all labor unions through Labor Relations staff. Confirm with each union separately giving union representatives as much information regarding vessel’s activation and deployment details. All instructions to unions regarding crewing must be coordinated through central Labor Relations/Crew Personnel department to avoid conflicts.
- Notify Steamship agency to alert them to ship activity. Have them assign cellular telephones for ship use. Secure phone numbers.
- Contact local pilots and tugs to advise of activation. Assigned agent or Ship Manager staff, as directed, will handle requirements.
- Request MARAD to provide MSC PAC representative for confirmation and tendering instructions. Contact Military Sealift Command (MSC WESTPAC) for any special instructions. If possible, attain information pertinent to vessel loading information; destination, duration, and/or cargo operations. Ask if MSC will provide bunkers.
- Advise CLS bunker procurement personnel of the activation of a RRF vessel. Discuss with them the possibility of requesting fuel should MSC defer to Ship Manager.
- Direct Agent to advise Marine Exchange of vessel activation and going into operation.
- Notify CLS Duty person if weekend call out.
- Ascertain what world port areas will be germane to mission and who provides charts-DMA or private purchase by the Ship Manager.
B. SHIP MANAGER TRAINING

Upon approval of the Activation Plan by MARAD’s COTR, each key member of the Ship Manager’s Activation Response Team (ART) will receive a copy for familiarization and reference.

A proven method of training is actual participation. All key personnel and surge personnel when available will participate in an actual activation.

The Ship Manager also stresses in addition to the “hands on” method of gaining experience it will be mandatory for all shoreside and shipboard staff members to read and familiarize themselves with applicable Activation documentation; i.e., plans, RRF Ops Manuals, MARAD appendixes to the same, RRF Management Supply Manual, etc.

C. MEETINGS AND REPORTS

The Ship Manager will arrange with the ART Leader to conduct daily activation meetings in order to coordinate planned work. Log books will be prepared and kept by the ART Leader during Activation start-up and then by the Master (Deck Log) and Chief Engineer (Engine Log) during the final segment of the Activation. Daily SITREP Reports will be provided to MAR 613 prior to 8a.m. each day during the activation sequence (TE-1, 5.1.7).

At the termination of the Activation, the Ship Manager will submit to MARAD an "Activation Report". This report will outline a brief history of the activation's major events and any problems that were addressed. The report will also detail the general condition of the vessel prior to and after activation, Daily SITREPs, and the vessel's timeline for delivery.

Activation accounting will be done as described in TE-1, 5.1.8. The ART Leader will be responsible for tracking the categories listed and consolidating this information.

D. AUGMENTATION OF LOCAL PERSONNEL

CLS, by virtue of the company’s commercial vessel operations background and depth of vessels, has a personnel list that is kept current and active. This list covers individuals who may be called upon at any time to perform specialty jobs or take on any number of tasks to enhance any operational scenario. This resource list permits many options and the ability to use specialty contractors and technical consultants for the benefit of the program.

FOS personnel normally will be supplied through the AMO (American Maritime Officers) and SIU (Seafarer’s International Union - Deck, Licensed and Unlicensed) unions. In the event that either union cannot supply the necessary personnel, the contracts allow for use of personnel from other sources. The CLS contract with AMO specifically refers to a tripartite agreement with other unions.
D. AUGMENTATION OF LOCAL PERSONNEL

Augmentation (cont.)
MARAD’s Office of Maritime Labor and Training also furnish us a list of certified seamen available to ship on RRF vessels without union affiliation. CLS, as Ship Manager, also has an experienced group of “retirees” who are fully capable of manning RRF vessels.

E. MASTER AND CHIEF ENGINEER SCREENING

The Director, Engineering Manager, and a Port Engineer may all review resumes received for potential key shipboard employment (Masters and Chief Engineers). Referrals are made from RRF staff members and CLS main fleet personnel.

Before employment, various items are reviewed which will include the candidate's previous work experience, references, previous employers, and reports from the Marine Index Bureau.

Currently, CLS maintains a "Select List" of active Masters in its fleet. Candidates would be selected based on their performance in the fleet and their RoRo experience.

F. SHORESIDE KEY PERSONNEL RESPONSIBILITIES

Ship Manager Program Director

The Program Director, RRF Ship Management is the primary person responsible to receive the "Activation Notice" and initiate the "Activation Plan".

The Program Director will monitor through his key staff the Activation Plan throughout the Activation process including all costs, scheduling, and vessel operational readiness.

The Program Director will communicate all vital information with regard to policy to the Maritime Administration Western Region.

In the event of the Program Director's absence the Manager, Engineering will assume the responsibilities of the Director.

Engineering Manager

The Engineering Manager works directly with the Director to ensure all vital information is processed during the activation.

The ART Leaders report directly to the Engineering Manager and shall coordinate all reporting and accounting with assistance from the RRF Ship Management Staff.
F. SHORESIDE KEY PERSONNEL RESPONSIBILITIES

Labor Relations
The Labor Relations Representative and the Crewing Coordinator are responsible for filling necessary crew requirements. They are also responsible for the logistics of the crew, i.e., transportation to vessel, MIB records, making sure crew member is fit for duty and working directly with all necessary unions to make sure all requirements are met.

Employment specifications are detailed in TE-1, 16.10.12.

Port Engineer (ART Leader)
The Port Engineer (P/E)
• Works directly with crew, subcontractors, agents, vendors and technical representatives to correct any deficiencies that would interfere with the readiness of the vessel.
• Coordinates with the Purchasing Agent for vessel stores and services deliveries
• Coordinates with Labor Relations for any crew related issues
• Issue reports and information via the Engineering Manager as required
• Is responsible for all current navigation chart requirements, current and up to date certification from U.S.C.G. and ABS. The Port Engineer is in direct contact with MARAD and MSC for logistic information, i.e., where is the vessel going, what is the vessel's activation purpose, and how long is the activation.
• Coordinates with Labor Relations for required shipboard personnel, the Agent for husbanding the vessel with pilots, tugs, and line handlers, and the Purchasing Agent for the acquisition of stores and commissary items.
• If necessary, will monitor all phases of the departure of the vessel from its present lay-up location to the repair shipyard, witnessing all pre-tow surveys, and then releasing the vessel to the authorized towing company. Once the vessel has arrived at the repair facility, the Port Engineer will release the vessel to their control.

Purchasing Buyer
The Purchasing Buyer works directly with the Port Engineer in obtaining vessel requirements. This would include ordering stores, subsistence items, and any engineering items deemed necessary. The Buyer is also responsible for issuing PO’s to approved vendors after the P/E provided the necessary documentation for a service event.

Bunker Specialist
The Bunker Specialist's primary responsibility is competitively obtaining bunkers for the entire commercial and RRF Fleets. The Bunker Specialist will be utilized whenever an RRF vessel requires bunkers to be purchased from commercial sources. The Bunker Specialist will take direction from the Manager Engineering on procurement of fuel oil, diesel oil, etc.
# Shipboard Personnel

**CAPE “I” Ship**

### FOS Proposed Crew Manning Roster

#### Deck Dept

<table>
<thead>
<tr>
<th>Role</th>
<th>Total</th>
<th>ROS 4</th>
<th>ROS 5</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Licensed:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Master</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Chief Mate</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Second Mate</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Third Mate</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Radio Officer (opt) (GMDSS)</td>
<td>OPT</td>
<td></td>
<td>OPT</td>
</tr>
<tr>
<td><strong>Unlicensed:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bosun</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>AB</td>
<td>5</td>
<td>5</td>
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**Sub Total Deck => 10**  
**Sub Tot Deck => 10**

#### Engineering Dept

<table>
<thead>
<tr>
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<th>Total</th>
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</thead>
<tbody>
<tr>
<td><strong>Licensed:</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Chief Engineer</td>
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<td>1</td>
<td>1</td>
</tr>
<tr>
<td>1st A/E</td>
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<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2nd A/E</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3rd A/E</td>
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<td></td>
<td>2</td>
</tr>
<tr>
<td><strong>Unlicensed:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Qual Member Eng dept. (QMED)</td>
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<td>3</td>
<td>2</td>
</tr>
<tr>
<td>Electrician</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>General Utility (GU)</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

**Sub Total Eng => 10**  
**Sub Tot Deck => 10**

1. Additional Third is optional depending on availability / length of deployment
2. Total number of QMeds can be reduced to 2 if QMED/Elec is watchstanding qualified
3. Electrician rating in SIU is a QMED/Elec

#### Stewards Dept.

<table>
<thead>
<tr>
<th>Role</th>
<th>Total</th>
<th>ROS 4</th>
<th>ROS 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Steward</td>
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<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Chief Cook</td>
<td>1</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Stwd Asst (SA)</td>
<td>2</td>
<td>2</td>
<td>2</td>
</tr>
</tbody>
</table>

**Sub Total Stew => 4**  
**Sub Total Stew => 4**

**Grand Total:**  
**24**  
**24**
**H. Crew Phase-In Schedule**

As per the Activation Schedule, during the first hour all cognizant Maritime Unions are contacted to provide the crew. Current union agreements allow jobs to be shipped in advance of the required work date. ROS "Ramping Up" plans call for the following crew members arrival schedule:

**Day One**
- Master
- Bosun

**Day Two:**
- 2nd and 3rd Mates
- Stewards Dept. (Chief Cook, GSU)
- Activation Consultants (if required)
- Unlicensed Engineering Gang
- Remainder of Unlicensed Deck Gang

**Day Three:**

**Day Four:**
- Crew familiarization
- Emergency Drills/Inspections

Adequate plans have been arranged to provide transport and hotel services to the arriving crew, as required.

Initial stores orders are submitted to local vendors and a delivery target time supplied. Labor to load stores as they arrive will be scheduled. Ship's reefer boxes and system is to be operational and checked out before the provisions are loaded aboard.
I. ACTIVATION DUTIES

PORT ENGINEER

Upon receipt of the "Notice to Activate", the Port Engineer will notify the Port Authority to discuss vessel and port requirements for activation, review the activation plan and commence all purchases and schedule all events of the activation. Update the Director of events including costs, activation requirements, additional items, survey, and technical strategies, crewing needs, and operational readiness.

The Port Engineer's duties shall include but are not limited to the following:

- Works directly with subcontractors, vendors and technical representatives to correct any deficiencies that would interfere with the readiness of the vessel.
- Responsible for Daily Situation Reports (SITREPs) to MARAD. MARAD Surveyor may elect to perform this task. However, contract requirements state Port Engineer will perform.
- Meet with vessel senior officers during the activation on a daily basis to eliminate any potential delays or problems.
- Direct the Port Captain (if assigned) in his duties, including scheduling of repairs, crew, stores, and deliveries.
- Monitor activation schedule. Discuss any delays and alter plan to achieve activation time frame.
- Direct key personnel in the functions of the activation.
- Notify USCG, ABS and FCC of activation and schedule surveys and inspections if necessary.
- Notify Agent of activation and schedule tugs, pilots and cellular phones.
- Coordinates with Purchasing Buyer for vessel stores and services.
- Works directly with MARAD and MSC Surveyors in preparation of tendering vessel.
- Works with Bunker Specialist in obtaining bunkers.
- Works with the Ship's Agent in arranging pilots, tugs and line handlers.
- Attends daily planning and progress meetings with vessel Senior Officers and Port Engineer.
- Assists with USCG, ABS and FCC requirements.
I. Activation Duties

**MASTER**
The Master is directly responsible for the operation, navigation, and safety of the vessel. The Master also works directly with the Port Engineer and Ship's Agent to insure the readiness of the vessel.

Typical duties may include but are not limited to:
- Signing in crew and assigning work duties.
- Assisting the Port Engineer in his duties.
- Preparing bridge for sea trial.
- Monitoring activation plan as relates to deck department.
- Organizing and coordinating events with the Chief Mate.
- Directing technical representatives.
- Monitoring all activation procedures and attending to all deck department needs.
- Administrative duties including reports, log books, computer logs and daily conferences with Port Engineer.
- Working directly with any MARAD/MSC representatives involved in Activation.
- Coordinating with regulatory bodies, i.e., USCG, ABS, and FCC.
- Organizing and coordinating stores and fire and boat drills with Chief Mate.
- Setting safe and receiving and counting funds.
- Supervising the bridge and stationed on the bridge during engine trials.
- Organizing and coordinating electronic equipment repair and FCC inspection with Radio Electronic Officer.
- Responsible for implementing the vessel's policies, programs, and detailed instructions for safety practices as covered in CLS's Shipboard Safety Program.
I. Activation Duties

DECK DEPARTMENT
The deck department functions include navigation, communications, piloting and maneuvering of the vessel while at sea, and anchoring, or mooring while in port. The deck department is also responsible for stowage and security of cargo and vessel, maintenance of deck equipment systems, and safety emergency response matters concerning Deck Department functions.

CHIEF MATE
The Chief Mate under the direct of the Master is responsible for implementing and supervising the activation plan for the deck department.

The Chief Mate directs the 2nd and 3rd Mates and Bosun.

Supervises and coordinates all deck safety inspections and testing with the regulatory bodies. Monitors the crew and provides instruction and direction for the Deck Department.

Typical duties may include but are not limited to:
- Working with Master in creating a work plan for crew.
- Working with 2nd Mate on charts and current publications.
- Coordinating delivery, inventorying and stowing of stores and requisitions. Working with Chief Engineer in coordinating deliveries of spares and equipment.
- Standing Watch if no night mate available.
- Assigning rooms for crew.

Administrative Duties that include:
- General maintenance of the hull, superstructure, masts, cargo gear, cargo compartments, ground tackle, mooring equipment, fire fighting, lifesaving equipment, and all other equipment requiring maintenance activities.
- Cargo operations; stowage, planning, proper loading, discharge and security.
- Vessel security and safety enforcement.
- Vessel trim and stability.
- Records and reports, to include payroll information (union agreements and deck department overtime control)
- Fire and emergency
I. Activation Duties

SECOND MATE
The Second Mate is directly responsible to the Chief Mate and is responsible for all charts and publications and current regulatory requirements affecting vessel.

The Second Mate assists the Chief Mate during inspections and testing. Typical duties may include but are not limited to:
- Directing the crew in proper stowage and placement for all safety gear.
- Standing watches.
- Testing bridge equipment. Inventoring and updating charts.
- Assisting technical representatives if necessary.
- Performing medical officer duties, IF (s)he has EMT training.

THIRD MATE
The Third Mate, under the direction of the Chief Mate, is responsible for preparing all safety gear, lifesaving devices, and lifeboat preparation. The Third Mate arrives the second day of Activation.

The Third Mate assists the Chief Mate during all inspections and testing of all deck equipment and assists the Second Mate as directed by the Chief Mate. Typical duties may include but are not limited to:
- Standing Watches.
- Supervising delivery of stores.
- Supervising medical supply/locker inspection and assisting with inventory.
- Assisting with fire station inspection.
- Assisting Chief Mate with administrative duties (MARAD paperwork).
- Inventoring and storing emergency gear locker.
- Assisting radio operator with radar.
- Stowing emergency gear.

RADIO ELECTRONICS OFFICER (when required)
The Radio Electronics Officer is directly responsible to the Master and is responsible for energizing and testing all radio room equipment.

Typical duties may include but are not limited to:
- Demonstrating proper operation of emergency radio during inspection.
- Assisting the Master as directed
- Preparing radio room.
- Assisting Technical Representatives with readiness testing of radio room.
- Participating and assisting with FCC Inspection.
- Assisting technical representatives with repairs.
- Performing pre-departure electronics check
- Interface with MSC communicators as required to get on line with Navy format.
I. Activation Duties

Bosun
The Bosun under the direction of the Chief Mate is responsible for preparing all safety gear, lifesaving devices, and lifeboat consumables. Assists the Chief Mate during all inspections and testing of all deck equipment. Assists the 2nd Mate and 3rd Mates as directed by the Chief Mate.

The Bosun supervises and works with the unlicensed crew as they arrive onboard. Prepares the vessel for sea trial by stowing gear, equipment and material as it arrives.

The Bosun arrives the first day of Activation.

Typical duties may include but are not limited to:
- Deck preparation for sailing.
- Open rooms for crew.
- Checking vessel's equipment on deck.
- Moving cargo.
- Dumping garbage.
- Assisting with delivery of vessel stores.

Able Bodied Seaman
The Able Bodied Seamen (AB’s) under the direction of the Bosun are responsible for labor and assistance to accomplish the inspection and testing of all deck equipment.

The AB is responsible for properly stowing gear, equipment, and material as it arrives on the vessel.

Typical duties may included but are not limited to:
- Preparing the vessel for sea as directed.
- Stowing gear in lifeboats.
- Assisting with delivery of vessel's stores.
- Moving vessel's equipment.
- Stowing and lashing portable gear and supplies.
- Checking and repairing lifeboat equipment.
- Checking safety gear.
- Assisting and participating in fire and boat drill.
- Securing lifeboat gear.
- Assist with the operation ramps, sideports, and hatches.
- Securing hatches and booms.
- Assist with removal of shore power cables and potable water and steam hoses.
- Securing cargo equipment.
I. ACTIVATION DUTIES

ORDINARY SEAMAN
The Ordinary Seamen (OS’s) under the direction of the Bosun are responsible for labor and assistance to accomplish the inspection and testing of all deck equipment.

Typical duties may include but are not limited to:
- Preparing the vessel for sea as directed.
- Cleaning and sweeping decks.
- Assisting in the delivery of stores.
- Stowing lifeboats.
- Checking lashing gear on deck.
- Stowing safety gear.
- Sanitary work.
- Assisting and participating in fire and boat drill.
- Assisting in the operation of vessel's forklift.
- Assisting in the operations.
- Assist with removal of shore power cables and potable water and steam hoses.
- Checking safety gear.
- Securing cargo gear.
- Rigging pilot ladder.
- Washing down decks.
I. Activation Duties

**Engineering Department**

Engine Department functions cover the operation and maintenance of the Vessel's propulsion and auxiliary machinery together with all piping, mechanical, electrical, and non-navigational and non-communications electronic systems.

**Chief Engineer**

The Chief Engineer is head of the engine department. The "Chief" communicates regularly and is directly responsible to the Master for the proper operation, maintenance, and safety of the engine department and is responsible for organizing and directing the engine officers and engine crew.

Typical duties include but are not limited to:
- Assisting the Port Engineer in his duties.
- Preparing engine room and machinery for activation.
- Performing all safety inspections and testing in the engine room.
- Monitoring activation plan as relates to engine department.
- Scheduling all watches.
- Organizing and coordinating events with the First Engineer.
- Directing the assistant engineers and any necessary technical representatives during the lightoff of the plant.
- Inspecting all tanks and fuel lines to receive bunkers (if required).
- Monitoring all activation procedures and attending to all engine department needs.
- Administrative duties including reports, log books, computer logs and daily conferences with Port Engineer.
- Initiating order for stores and accepting delivery.
- Working directly with any MARAD representatives involved in Activation.

**First Engineer**

The First Engineer is directly responsible to the Chief Engineer for implementation and supervision of the Activation Plan for the Engine Department. Directs the 2nd and 3rd Engineers, during the Activation process. Attends all safety meetings, supervises and coordinates all engine safety inspections and testing with the regulatory bodies. Monitors the crew and provides instruction and direction for the Engine department. Tests all systems and assists during light off.

Typical duties may include but are not limited to:
- Starting donkey boiler.
- Putting steam to air heater.
- Adjusting load and starting forced draft fans.
- Pre-testing equipment and machinery.
- Starting steam generator.
- Boiler light off
- Starting up evaporator.
- Lube oil purifier startup.
- Repairs to vessel's equipment (if necessary).
1. Activation Duties

**FIRST ENGINEER** (cont.)
- Testing generators.
- Putting steam to main engine.
- Starting standby feed pump.
- Starting smoke detection system
- Assisting with delivery and stowing stores
- Preparing and starting lifeboat engine

**SECOND ENGINEER**
The Second Engineer under the direction of the First Engineer tests, inspects, and maintains the boilers, feed water, and associated gear.
Typical duties may include but are not limited to:
- Assists the First Engineer during light off of the plant
- Standing watch during light off period.
- Assisting with lighting off boiler and feed pump.
- Raising vacuum and singling up
- Assisting with putting lube oil purifier on line.
- Assisting with repairs to vessel's equipment and machine shop area.
- Testing generators.
- Assisting technical representatives.
- Delivery and stowing of stores.
- Assist with putting steam on engines test.
- Starting control air compressor.
- Securing shop and garage for Activation.
- Setting up f.o. injection system.
- Running and adjusting lifeboat motor.
- Monitor by testing feed water quality.

**THIRD ENGINEER**
The Third Engineer under the direction of the First Engineer is responsible for preparing and testing all plant equipment.
Typical duties may include but are not limited to:
- Standing watch.
- Dosing boiler
- Repacking feed pump
- Draining boiler
- Assisting with plant light off
- Start various systems
- Assisting with delivery and stowing of stores.
- Transferring water
- Starting turbo-generator
- Repairs to distilled tank valve
- Assisting with boiler light off
1. ACTIVATION DUTIES

THIRD ENGINEER (cont.)
- Repairs to engineering plant
- Repairs to lube oil purifier
- Taking potable water
- Repairs to water tank valve
- Standing relief watches. (meals)
- Assisting with the repairs to vessel's equipment
- Securing shop and equipment
- Assisting Technical Representatives

QUALIFIED MEMBER ENGINE Dept. (QMED) / QMED ELECTRICIAN
The Qualified Member Engine Dept (QMED) under the direction of First Engineer the QMED can be responsible for energizing, testing, and proving all electrical equipment is operational. Typical duties may include but are not limited to:
- Lamping up
- Electrical repairs
- Removing heat lamps from motors
- Taking stores
- Controller repairs
- Light fixture repairs
- Starting and stopping cargo vents
- Meg all motors
- Checking reefer boxes
- Test hydraulics
- Disconnecting shore power
- Starting and stopping equipment
- Checking and recording temperature and pressures
- Assists in taking bunkers

GENERAL UTILITY
The General Utilities (GU) are under the direction of the Chief Engineer.

Typical duties include but are not limited to:
- Mopping the engine room decks
- Assists in taking stores
- Sanitary work for the unlicensed engine department
I. ACTIVATION DUTIES

STEWARD DEPARTMENT
The Steward Department is headed by the Chief Steward and is responsible to the Master for maintaining the hotel section of the ship and galley, pantries, refrigerated and dry storerooms, interior passageways, public areas and accommodation spaces, etc. The Steward Department also provides all food service, including storage, preparation and serving.

CHIEF STEWARD
The Chief Steward is directly responsible to the Master for the administration, direction, and supervision of all activities within the Steward Department including control of supplies and food and the requisitioning of same.

Typical duties include but are not limited to:
- Preparing and serving meals.
- Room preparation.
- Assigning rooms for extra riders, i.e. MARAD, MSC or Technical Representatives
- Setting up mess rooms
- Stripping and waxing decks
- Arranging vegetable box stores
- Inspecting crew work
- Cleaning passageways
- Cleaning galley
- Administrative reports and paperwork.

CHIEF COOK
The Chief Cook works directly with the Chief Steward in receiving stores, inventories, preparing meals and supervising Steward Department.

Typical duties may include but are not limited to:
- Food and room preparation
- Washing down vegetable box
- Setting up crews mess
- Taking stores
- Arranging dry stores
- Stripping and waxing decks
- Cleaning galley and reefers
- Cleaning passageway
I. ACTIVATION DUTIES

STEWARD ASSISTANT
The Steward Assistant works under the direction of the Chief Steward and is responsible for the cleanliness of the Galley, Decks, and hotel section of the ship.

Typical duties include but are not limited to:
- Sweep and mop decks
- Clean officer and crew pantries
- Help with meal preparation
- Assist in taking stores
- Assist in galley clean up
- Assist with arranging dry stores
- Cleaning rooms
- Cleaning passageways
- Cleaning freeze box area
- Cleaning mess areas
- Cleaning passengers lounge
- Cleaning bulkheads

The Ship Management Team consists of the Master, Chief Mate, Chief Engineer, and First Assistant Engineer and will meet regularly to discuss work plans and maintenance evaluations for each vessel. During these meetings the Shipboard Allowance List and Maintenance and Repair Tracking System will be reviewed and updated. Included in the meetings will be discussions and plans for crew training in operation and maintenance of ship's equipment.

The Chief Mate is responsible for the accomplishment or delegation of the Deck Department's familiarization and implementation of the RRF Operations Manual. This includes but is not limited to:
- Medical provider duties
- Physical security duties
- CBR-D training
- Establishment of day work / watch standers
- Safety Equipment / Inspections
- Sanitary condition of the cargo space
- Deck consumable stores

Any problems or deficiencies will be discussed at the Ship Management Team meeting and corrective action will be planned with the Masters concurrence. Any equipment deficiency will be relayed to the Repair Officer (Chief Engineer).

J. CREW TRAINING

The Ship Management Team consists of the Master, Chief Mate, Chief Engineer, and First Assistant Engineer and will meet regularly to discuss work plans and maintenance evaluations for each vessel. During these meetings the Shipboard Allowance List and Maintenance and Repair Tracking System will be reviewed and updated. Included in the meetings will be discussions and plans for crew training in operation and maintenance of ship's equipment.

The Chief Mate is responsible for the accomplishment or delegation of the Deck Department's familiarization and implementation of the RRF Operations Manual. This includes but is not limited to:
- Medical provider duties
- Physical security duties
- CBR-D training
- Establishment of day work / watch standers
- Safety Equipment / Inspections
- Sanitary condition of the cargo space
- Deck consumable stores

Any problems or deficiencies will be discussed at the Ship Management Team meeting and corrective action will be planned with the Masters concurrence. Any equipment deficiency will be relayed to the Repair Officer (Chief Engineer).
J. Crew Training

Crew Training (cont.)
The Chief Engineer is the Repair Officer (R/O). The R/O is responsible for the accomplishment or delegation of the Engine Department's familiarization and implementation of the MARAD Engineering Operating Manual. This includes but is not limited to:

- Voyage repairs
- Inventory (PC-SAL)
- DSN (MARTS) creation
- Sanitary condition of all machinery spares in or out of engine room.
- Engine / electrical consumable stores

Any problems or deficiencies will be discussed at the monthly Ship Management Team meeting and corrective action will be planned.

Routine boat and fire drills are conducted to familiarize and train the crew in the location and operation of all vessel fire fighting and lifesaving equipment. All crew are to participate in these drills. Safety meetings will be held weekly and minutes taken with attendance.

Routine engineering operational "hands-on" training will be conducted through the light off and operation of a designated vessel. All engineering personnel will be involved. The engineering personnel will be trained in all phases of a plant start-up and operation. During this "hands-on" training, 24-hour watches will be maintained and all equipment will be operated. Training deficiencies will be noted and corrective action will be implemented.

It will also be the responsibility of all key officers to familiarize themselves with MARAD RRF Operations Management Manuals and Appendices.

All Crew Members will be required to view MARAD / CLS Safety Videos and log sheets of attendees will be forwarded to the Ship Manager Office.

K. Cost Estimates

The Ship Manager will provide cost estimates for activation as required to maintain an updated DSN.

L. Procurement Procedures

Follow normal procedures to purchase
(refer to CLS MARAD Materials Management Procedures)

ROS emergency purchase will be handled as per J-2 of the CLS MARAD RRF Contract (appendix “H”)
**M. COST CONTROL**

The following are handled within the scope and guidelines of CLS MARAD Materials Management Procedures:

1. **Materials** – the Port Engineer determines repair or replacement
2. **Lubricating Oils** (in accordance with MARAD specifications and vendor approval)
3. **Boiler Chemicals** (in accordance with MARAD specifications and vendor approval)
4. **Provisions, Deck and Engine Stores, Outfitting**
5. **Bunkers** - CLS has on staff a "Bunker Specialist" whose primary responsibility is competitively obtaining bunkers for the entire commercial and RRF Fleets. The Bunker Specialist's services will be utilized whenever an RRF vessel requires bunkers.

Port Engineer will hire the following - payment for services will be made by CLS:

1. **Subcontractors**
2. **Technical Representatives**
3. **Specialty Repair Contractors**

In addition, the following applies:

1. **Tugs and Pilots** - The local CLS Agent arranges tugs and pilots.
2. **Temporary Port Engineers** - All vessels have a permanent on site Port Engineer assigned to each group. When necessary, an assistant P/E can be provided by CLS as the MARAD COTR approves funding.
3. **Temporary Startup Engineers**
   In the case of a multi-vessel activation CLS may provide temporary startup engineers.

**N. SHIP PREPARATION FOR 180 DAY VOYAGE**

At the completion of this Activation Plan, the vessel(s) will be prepared in all aspects for a 180 voyage.

**O. PROVISIONING THE VESSEL**

Upon notification of an Activation the pre-determined provision package will be ordered immediately by the MARAD buyer. If voyage is lengthened to either 90 or 180 days, the appropriate package will be ordered adjusting for any known quantities currently aboard the vessel(s).

A delivery schedule will be coordinated with the supplier, Port Engineer and applicable department heads.

Once provisions arrive it will be the responsibility of each department head to receive, verify and direct stowing of supplies.
P. TENDERING THE VESSEL

The CAPE ISLAND, CAPE INTREPID, CAPE INSCRIPTION, and CAPE ISABEL will be tendered to the government in IAW MSC COMSCINSTR 4626.1B Activation and Testing of RRF Ships. (see Appendix “F”).

When the vessel is ready for unrestricted operations, the Port Engineer reports to the Western Region MARAD Surveyor that the Activated vessel is ready for tender.

Western Region MARAD notifies MARAD headquarters and MSC that the RRF activated vessel is available for tender.

Q. ACTIVATION STATUS MONITORING AND UPDATES

The on-site Port Engineer closely monitors the Activation Plan. Daily meetings between the Port Engineer, Contractors and vessel Senior Officers will be held during the activation to discuss the current status of the activation and to eliminate any potential delays or problems.

The Port Engineer shall prepare and fax to MARAD, Western Region with a copy to CLS Program Director a Daily Situation Report (SITREP) advising them of activation progress and all significant events (IAW TE-1, 5.1.7).

R. MULTIPLE ACTIVATION PROCEDURES

Upon notification of a Multiple Vessel Activation CLS will augment key personnel with individuals available through its various operating units.

The Activation Plan is effective and applicable for single and/or multiple activations. The only significant difference would be the augmentation of key personnel and surge personnel.

S. VESSEL KEYS

The Port Engineer and Chief Engineer are in possession of the vessel's Grand Master Key - providing access to every lock on the vessel.

ENGINE DEPARTMENT

Engine Department Master provides access to all Engine Department locks, compartments, rooms etc. Chief Engineer, 1st Engineer, 2nd Engineer and 3rd Engineer each have an Engine Department Master. Specific location keys for Engine Department locks are located in key locker in Chief Engineer's office. Chief Engineer carries key to this locker.
S. VESSEL KEYS

DECK DEPARTMENT
Deck Department Master - provides access to all Deck Department locks, compartments, rooms etc. Chief Mate and AB each have a Deck Department Master.

Specific location keys for Deck Department locks, compartments, rooms etc., are located in key locker in Chief Mate's office. Chief Mate carries key to this locker.

STEWARD DEPARTMENT
Steward Department Master - provides access to all Steward Department locks, compartments, rooms etc. Chief Steward and Steward’s Assistant each have a Steward Department Master.

Specific location keys for Steward Department locks, compartments, rooms etc., are located in key locker in Chief Steward's Office. Chief Steward carries key to this locker.

T. MASTER'S SAFE COMBINATION

The ROS Maintenance Chief Engineer is in possession of the vessel keys and safe combinations. Safe combinations are to be changed after each activation.

U. VESSEL DOCUMENTS, SURVEYS, AND CERTIFICATES

Vessel documents and certificates are kept in the Documentation Binder (Blue Book) located in the Master's safe aboard the vessel(s). In the front of the binder is an index of the book's contents by document name, issue date, and expiration date.

Each vessel has been equipped with the MARAD MARTS program, providing a comprehensive listing of all Surveys, Inspections, and Certificates. The Port Engineer and the assigned Chief Engineer keep this data current.

V. ABS SURVEY STATUS REPORTS

Up to date copies of the ABS Survey Status Report(s) will be maintained at the Ship Manager’s Office and available upon request.
## W. USCG Pre-Inspection Check Off List

Do the following work in preparation for and during the necessary inspections to allow for the issuance of the Certificate of Inspection.

1. All of the activation, testing and deactivation of any and all equipment in this checklist shall be carried out by personnel familiar and trained in the use and operation of the equipment.
2. All equipment dealt with in this check list shall be pre-tested and repaired as necessary to assure its proper functioning prior to calling in ABS and USCG Inspector.
3. All testing and certification will be performed in conjunction with a Dock Trial or Activation.
4. Crew performing test will check, initial, and date the line item test.

<table>
<thead>
<tr>
<th>Check here:</th>
<th>Date</th>
<th>Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td>✔️ Steering Gear Test (ABS and USCG)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>The steering gear apparatus shall be exercised from all stations to the satisfaction of the USCG Inspector.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Anchor Windlass (ABS and USCG)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Test the operation of the windlass. Demonstrate proper functioning of the brakes and ability of the equipment to hoist and lower the anchor. After completion of the test, return the anchors and all associated equipment to their normal conditions, as found, and secure the windlass.</td>
<td></td>
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</tr>
<tr>
<td>✔️ Rudder Angle Indicator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>While the steering gear test is in progress, observe the operation of the rudder angle indicators.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Telephone System</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Test and prove the proper functioning of the entire sound-powered telephone system to and from all stations. Upon completion of the test make certain that any weather tight closures are secured.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Engine Order Telegraph</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Energize, test and prove functional, both to and from each station, the engine order telegraph. Prior to the test, check all circuits for grounds. This includes the proper operation of the telegraph illumination system, all instruments, bells and indicators.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Radars</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provide competent technical assistance to energize, test and prove satisfactory the radar equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Gyro System</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Provide competent technical assistance to energize, test and prove satisfactory the gyro and related equipment.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Running Lights, Panels, Indicators and Alarms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Test and prove satisfactory the above subject equipment in all modes.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ Emergency Generator</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operate, test, and prove proper operation of the emergency generator, its switchboard, controls, intake dampers, overspeed trip, low oil trip, gauges and governor. Test the automatic buss transfer and prove operational</td>
<td></td>
<td></td>
</tr>
<tr>
<td>✔️ General Alarm System</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Visually inspect and test the alarm batteries. Test the system and prove satisfactory by</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Task</td>
<td>Details</td>
<td></td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>------------------------------------------------------------------------------------------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td>Fire Dampers</td>
<td>Lubricate and ensure all manual and automatic fire dampers are operational.</td>
<td></td>
</tr>
<tr>
<td>CO2 and Fire Detection Systems</td>
<td>Provide technical assistance to prove that the CO2 and Fire Detection Systems function properly. Weigh each cylinder to determine its charge weight; check the remote alarms for proper operation; and check to determine that pull stations and the vent trip systems operate properly. Upon completion, provide certificates to the Ship Manager.</td>
<td></td>
</tr>
<tr>
<td>D.C. Heater Relief Valves</td>
<td>Remove the valve to a certified repair facility. Disassemble, repair as necessary, reassemble and test the valve. Return the valve to the vessel and install as original, using new gaskets. Upon completion, provide certificates to the Ship Manager.</td>
<td></td>
</tr>
<tr>
<td>Unfired Pressure Vessels</td>
<td>Pretest all unfired pressure vessel relief valves to 1-1/4 times respective working pressures. Ensure that any hand relieving gear is operational.</td>
<td></td>
</tr>
<tr>
<td>Hydrostatic Testing - Port and Starboard Boilers - Main Steam Lines</td>
<td>Provide qualified contractor to set-up and perform hydrostatic pre-test and USCG witnessed test on the port and starboard boilers and main steam lines.</td>
<td></td>
</tr>
<tr>
<td>Exterior Water Tight Doors and Openings</td>
<td>Ensure that all exterior port and starboard watertight openings will successfully pass operational exposed weather tests.</td>
<td></td>
</tr>
<tr>
<td>Hydraulically Operated Shaft Alley Watertight Door</td>
<td>Test the operation of the shaft alley watertight door from all operating stations. Ensure that audible alarms and indicating lights are functioning as designed</td>
<td></td>
</tr>
<tr>
<td>Remote Shut Down/Operators</td>
<td>Ensure that all remote shut downs and operators function as designed.</td>
<td></td>
</tr>
<tr>
<td>Dumb Waiter and Elevators</td>
<td>Provide qualified elevator technicians to perform all inspections, tests, and repairs required to obtain certificates. Provide certificates to Ship Manager.</td>
<td></td>
</tr>
<tr>
<td>Lifeboats and Davits</td>
<td>Inspect the wire falls, sheaves, brake and limit switches of both lifeboat davits. Change out fuel and prove operational the diesel engine on the starboard lifeboat. Prove operational the Fleming gear of the port lifeboat. Check dates for wire end for end requirements. If weight test is required (due) provide flow meter for the test.</td>
<td></td>
</tr>
<tr>
<td>Life rafts</td>
<td>Send life rafts and hydrostatic releases to certified contractor for inspection and certification. Provide certificates to Ship Manager.</td>
<td></td>
</tr>
<tr>
<td>Boiler Relief Valves</td>
<td>Provide qualified contractor to pre-test and test for USCG all relief valves on port and starboard boilers.</td>
<td></td>
</tr>
<tr>
<td>Automation Testing</td>
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<td>--------------------</td>
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<tr>
<td>Ensure that all equipment automation as outlined in the approved USCG Automation Test Procedures are tested and proven operational prior to USCG Inspection.</td>
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<td></td>
</tr>
</tbody>
</table>
X. Tank Soundings and Bunkers

SOUNDINGS / BUNKERS
A copy of the current tank status is maintained by the Chief Engineer (bunkers) and Chief Mate (ballast). These will be posted in the ECR and CCR.

Use the following as the Bunker Specification for our steam turbine powered vessels.

PROPERTY UNIT TEST TYPICAL LIMIT

Gravity, API degrees @ 60F (ASTM D287) 11.0 10.5 Min
Specific Gravity @ 60F (ASTM D1298) .9930 .9965 Max
Viscosity, Cst @ 50C (ASTM D445) 400 480 Max
Flash Point, 0C (ASTM D93) 100 66 Min
Pour Point, 0C (ASTM D97) 10 20 Max
Water by Distillation, % Vol (ASTM D95) 0.1 0.5 Max
Sediment by Extraction, % wt (ASTM D473) 0.05 0.15 Max
Ash, % wt. (ASTM D482) 0.05 0.10 Max
Sulfur, % wt. (ASTM D129) 2.0 4.0 Max

Metals by Fusion (AA or ICP)
  Sodium, ppm 15 70 Max
  Vanadium, ppm 70 150 Max

Additional Recommendations:
A. Prefer residual fuel to be from straight run refining.
B. H2s when detected shall be tested for by dregger tube method.
C. Sodium to be no greater than 30% of vanadium levels.
D. All products to be suitable for marine applications.

Y. Itemized Ordering Quantities

Orders are on file with vendors and can be executed by either the Chief Engineer or the Port Engineer. Provisioning lists should be reviewed frequently to ensure the lists are up to date:

- Provisions
- Medical Supplies
- Charts
Z. Stowing Procedures

Steward Department Stores:
The Chief Steward is responsible for inventorying, ordering, receiving and stowage of all Steward Department supplies, stores, provisions and linen.

The Deck Department will assist in receiving and stowing of Steward Department supplies, stores, provisions and linens under the direction of the Chief Steward.

Deck Department Stores
The Chief Mate is responsible for inventorying, ordering, receiving and stowing all Deck Department supplies, stores and provisions.

The Deck Department under the direction of a designated Licensed Deck Officer will place gear and provisions in the Life Boats at Activation.

Engine Department Stores:
The Chief Engineer is responsible for inventorying, ordering and receiving of all Engine Department supplies.

Supplies will be received and placed in the Garage, under the direction of the 1st Engineer. They will remain under lock and key until the Engine Department crew can distribute them to their proper stowage lockers.

The following is a list of Engine Department Lockers:
- Electrical Shop/Machine Shop
- Engineer's Workshop
- Gold Locker
- Engine Spare Parts Room
## AA. Bunkering Check Off List

### IMPORTANT EVENTS
- Designation of Person in Charge
- Preview of Oil Transfer Procedure
- Sufficient Handheld Communications
- Sufficient Personnel
- Complete DO1 Form (020-091) (see Appendix “G”)

### Prior to Bunkering Check Off List

<table>
<thead>
<tr>
<th>Check here:</th>
<th>Date</th>
<th>Initial</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Check moorings for sufficiency in all weather.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Install all deck scupper plugs. Ensure fuel oil vent and filling containment is in place, empty and ready for fueling operation.</td>
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<td></td>
</tr>
<tr>
<td>☐ Hoist and display red flag (B) by day and red light at night</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Post &quot;NO SMOKING&quot; - &quot;NO NAKED LIGHTS&quot; - &quot;NO BURNING OR WELDING&quot; signs near gangway</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Check gaskets and fueling hose and loading arm for good condition</td>
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<td></td>
</tr>
<tr>
<td>☐ Connect fueling hose with minimum of four (4) holes in such a manner that connections are not strained</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Check opposite side fueling station to insure valves are closed and blanks are installed.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Ensure communications and language fluency exists between barge (or shore facility) and fueling connection. A transfer conference between person in charge aboard ship and barge or facility to be held to set up bunkering details and schedule.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Open fueling valve at filling station, intermediate filling valve and fuel oil tank manifold valves</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Chief Engineer or designated person shall witness gauging of barge or facility tanks prior to start of bunkering. Obtain sample fuel oil (CG2357-97.15-55) and make proper log entries.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Gauge tanks prior to receiving bunkers and record soundings. Check pneumercators for locked or sealed shut</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Check overboard discharges, sea suction valves connected to fuel or ballast systems are locked or sealed shut</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Chief Engineer or designee to furnish pre-planned bunkering sequence to his assistants.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Ensure that steam to heating coils to all tanks is secured.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>☐ Trim ship, if needed, to remove list and drag.</td>
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<td></td>
</tr>
</tbody>
</table>

### During Bunkering Check-Off List

|☐ | Man telephone and fueling stations |

### Important Events

- Date      Initial
Chief Engineer or designee has barge start pumping operation at slow speed and checks for leaks at filling connections.

After 10-15 minutes of trouble free pumping, slowly increase pumping rate to safe pressure. Leave settlers slack to receive overflow.

Make constant checks in fueling operation to prevent excess filling pressures

Advise man watching static line pneumercator prior to shutting off tank valves

Take extra precautions as vessel reaches full bunker capacity to prevent air bubbles (BURPS) from causing oil spill.

Person in charge shall personally supervise connecting up, topping off tanks and disconnection hose

**EMERGENCY PROCEDURES**

- In case of oil spill notify barge facility to stop pumping immediately.
- Notify local pollution control (USCG) as soon as possible (not later than 15 minutes) of the accident.
- Contact facility and clean-up contractor to boom-off, contain and collect spillage

**AFTER BUNKERING CHECK-OFF LIST**

- Notify barge to stop pumping
- Blow fueling line and hose clear of oil.
- Secure filling valves and re-install blanks.
- Disconnect fueling hose, blank end and remove from ship.
- Secure all filling valves, cutouts and fueling manifold valves in engine room
- Witness gauging of barge/facility tanks
- Sound all ship's tanks
- Inform Mate that bunkering operation is completed.
- Let go barge and remove fueling flag/lights.
- Take head off fuel tanks
- Make walkover survey to insure no spills - clean up any oil
- Post schedule to take head off tanks in warm water and pumping schedule (sequence
AB. LOCAL POLICE AND FIRE PROTECTION

Fire Plans are stowed in a clearly marked metal weathertight tube affixed permanently at the vessel's gangway. The Fire Plan shall include the location of all exits, fire fighting equipment, fire hoses, portable fire extinguishers, fire pumps, piping, valves and the location of the nearest shoreside fire hydrants. Fire protection shall be from the shoreside hydrant adjacent to the vessel. Sufficient fire hoses with nozzles shall be furnished to reach either end of the vessel. Fire hoses with nozzles are stored in the red cabinet at the hydrant.

Emergency Services
Police 911
Fire 911
Medical 911

FIRE EXTINGUISHERS

CAPE INTREPID

<table>
<thead>
<tr>
<th>SIZE/TYPE</th>
<th>NUMBER</th>
<th>LOCATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>417</td>
<td>IN MAIN CO2 ROOM</td>
</tr>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>2</td>
<td>IN PAINT LOCKER</td>
</tr>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>5</td>
<td>ROG GENERATOR ROOM</td>
</tr>
<tr>
<td>50 LB. CO2 CYLINDER</td>
<td>2</td>
<td>IN MACHINERY SPACE</td>
</tr>
<tr>
<td>75 LB. CO2 CYLINDER</td>
<td>3</td>
<td>IN EMERGENCY GENERATOR ROOM</td>
</tr>
<tr>
<td>50 LB. CO2 CYLINDER</td>
<td>2</td>
<td>CO2 PILOT CYLS IN CO2 ROOM</td>
</tr>
<tr>
<td>15 LB. CO2 CYLINDER</td>
<td>4</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
<tr>
<td>9 LB. DRY CHEMICAL</td>
<td>24</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
<tr>
<td>4.5 LB. DRY CHEMICAL</td>
<td>17</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
</tbody>
</table>

CAPE ISLAND

<table>
<thead>
<tr>
<th>SIZE/TYPE</th>
<th>NUMBER</th>
<th>LOCATION</th>
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<tbody>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>417</td>
<td>IN MAIN CO2 ROOM</td>
</tr>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>2</td>
<td>IN PAINT LOCKER</td>
</tr>
<tr>
<td>100 LB. CO2 CYLINDER</td>
<td>5</td>
<td>ROG GENERATOR ROOM</td>
</tr>
<tr>
<td>50 LB. CO2 CYLINDER</td>
<td>2</td>
<td>IN MACHINERY SPACE</td>
</tr>
<tr>
<td>75 LB. CO2 CYLINDER</td>
<td>3</td>
<td>IN EMERGENCY GENERATOR ROOM</td>
</tr>
<tr>
<td>5 LB. CO2 CYLINDER</td>
<td>1</td>
<td>LAUNDRY</td>
</tr>
<tr>
<td>15 LB. CO2 CYLINDER</td>
<td>35</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
<tr>
<td>20 LB. CO2 CYLINDER</td>
<td>1</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
<tr>
<td>10 LB. DRY CHEMICAL</td>
<td>26</td>
<td>PORTABLE EXTINGUISHERS</td>
</tr>
<tr>
<td>5 LB. DRY CHEMICAL</td>
<td>1</td>
<td>MAIN CO2 ROOM</td>
</tr>
<tr>
<td>2.5 LB. DRY CHEMICAL</td>
<td>2</td>
<td>LIFE BOATS</td>
</tr>
</tbody>
</table>

CAPE INSCRIPTION AND CAPE ISABEL HAVE SIMILAR EQUIPMENT
APPENDIX "A"

CLS ORGANIZATION / CONTACTS
APPENDIX “A”

The Activation Response Team (ART). The ART consists of personnel within the Ship Manager group and designated crew taking direction from the Program Manager.

See Appendix “B” for detailed telephone numbers and means of emergency contact

JACKSONVILLE
Program Director  COLEMAN (Cole) COSGROVE

In the event of the Program Director’s absence, the secondary contact will be notified

Engineering Manager  MIKE GOLONKA

Upon notification of activation the Director will contact the remainder of the Ship Manager’s Staff as follows:
  Manager, Engineering
  Contract Administrator
  Director, Engineering
  Port Engineer, Tacoma
  Port Engineer, Long Beach
  Labor Relations Representative
  Crewing Coordinator
  Navigant Supervisor, Travel Coordination

TACOMA
ART Leader (Port Engineer)  Robert Faro
(refer to the onboard crew contact list for each ship for telephone numbers)

LONG BEACH
ART Leader (Port Engineer)  Peter Johnson
(refer to the onboard crew contact list for each ship for telephone numbers)

Others assigned as required
APPENDIX "B"

Ship Manager Information Sheet
SHIP MANAGER INFORMATION SHEET

Ship Manager:
Crowley Liner Services, Inc.
9487 Regency Square Blvd
Jacksonville, Florida 32225
Switchboard: (904) 727-2200
Toll free (800) 874-6769
Central fax (904) 727-2501
24-hr marine dispatch (904) 727-2254
website: www.crowley.com

Parent Company:
Crowley Maritime Corporation
155 Grand Avenue
Oakland, California 94612
(510) 251-7500

JAX Warehouse (Ship to/Return to Address)
1150 Talleyrand Avenue
Jacksonville, FL 32206
(904) 727-2363 (5am - 12pm)

Short Name: Known as “CLS”

Alternate mailing address:
P.O. Box 2110
Jacksonville FL 32203-2110

Management POC and MARAD Program Director:
**
Name: Coleman (Cole) Cosgrove
Job Title: Director, Vessel Operations
Business Address: 9487 Regency Square Blvd.
   Jacksonville, FL 32225
Business: (904) 727-2615
24 hour: (904) 727-2254

Mobile: Patricia (Pat) Murphy
Job Title: Contract Administrator
Business Address: 9487 Regency Square Blvd.
   Jacksonville, FL 32225
Business: (904) 727-2624
24 hour: (904) 727-2254

Mobile: (904) 642-9060
Pager: (800) 329-2761
E-mail: cole.cosgrove@crowley.com

Engineering:
**
Name: Mike Golonka
Job Title: Manager, Engineering
Business Address: 9487 Regency Square Blvd.
   Jacksonville, FL 32225
Business: (904) 727-2613
24 hour: (904) 727-2254

Mobile: (904) 613-3008
Pager: (800) 329-4119
E-mail: mike.golonka@crowley.com
CMS Trailer: 632-2322 or 632-0769
On-Site Port Engineers and Vessels:

James River RRF
**
Blane Bussell
113 Coachman Drive
Yorktown, VA 23693-3220
(757) 867-7138
Email: bdbussell@home.com

VESSEL: Cape Lambert/Cape Lobos
same address as Port Engineer

Baltimore
**
Paul Varghese
OFFICE: c/o Maryland Nautical
1400 E. Clement Street
Baltimore, Md 21230
Work-office: (410) 539-4882
Vessel P/E office: (410) 752-2836
Email: paul.varghese@crowley.com or paul.varghes@CS.com

VESSEL: Cape Washington
Port Covington, Pier 6
339 East Cromwell Street
Baltimore MD 21230-5012

VESSEL: Cape Wrath
North Florida Shipyards (Jax, FL)
2060 East Adams Street
Jacksonville, FL 32202

VESSELS: Cape Intrepid/Cape Island
Sperry Ocean Dock
611 Schuster Parkway
Tacoma WA 98403
C/E

Tacoma:
**
Robert Faro (temporary)
Sperry Ocean Dock
611 Schuster Parkway
Tacoma WA 98403
Work: (253) 383-6066
Email: robert.faro@crowley.com

VESSELS: Cape Intrepid/Cape Island
Sperry Ocean Dock
611 Schuster Parkway
Tacoma WA 98403
C/E

Long Beach: Peter Johnson
**
MARAD Office Trailer
2980 W. Nimitz Road
Navy Mole, Pier 15
Long Beach, Ca. 90802
Work: (562) 432-7975
Email: peter.johnson@crowley.com or PNJAMJ@aol.com

VESSELS: Cape Isabel/Cape Inscription
2980 W. Nimitz Road
Navy Mole, Pier 15
Long Beach, Ca. 90802
### Key Personnel Contacts:

<table>
<thead>
<tr>
<th>Department/Name</th>
<th>Location</th>
<th>Job Title</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Management:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Thomas B. Crowley</td>
<td>Oakland</td>
<td>CMC Chairman, Pres. &amp; CEO</td>
<td></td>
</tr>
<tr>
<td>Gerald Farnell</td>
<td>JAX</td>
<td>GM - Marine Ops. &amp; Traffic</td>
<td></td>
</tr>
<tr>
<td>Charlie Nalen</td>
<td>Seattle</td>
<td>VP, Environmental, Safety, QA</td>
<td></td>
</tr>
<tr>
<td><strong>Engineering/Operations:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Dave Roggenbeck</strong></td>
<td>JAX</td>
<td>Dir., Engineering</td>
<td>cell:</td>
</tr>
<tr>
<td>&quot;</td>
<td></td>
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<td></td>
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<td>&quot;</td>
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<td></td>
</tr>
<tr>
<td><strong>Lester Williams</strong></td>
<td>JAX</td>
<td>Sr. Rep. Labor Relations</td>
<td>pager:</td>
</tr>
<tr>
<td>&quot;</td>
<td></td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Edwin Colon</td>
<td>JAX</td>
<td>Crewing Coordinator</td>
<td>cell phone:</td>
</tr>
<tr>
<td>&quot;</td>
<td></td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Robert McFeeley</td>
<td>JAX</td>
<td>Mgr. Loss Prevention/HazMat</td>
<td></td>
</tr>
<tr>
<td>Alun Jones</td>
<td>Seattle</td>
<td>Director, Materials Mgmt</td>
<td></td>
</tr>
<tr>
<td><strong>Tracy Odom</strong></td>
<td>JAX</td>
<td>Mgr, Materials</td>
<td>cell:</td>
</tr>
<tr>
<td>&quot;</td>
<td></td>
<td>&quot;</td>
<td></td>
</tr>
<tr>
<td>Marian Mobley</td>
<td>JAX</td>
<td>Buyer</td>
<td></td>
</tr>
<tr>
<td>Richard O'Malley</td>
<td>JAX</td>
<td>Bunker Specialist</td>
<td></td>
</tr>
<tr>
<td><strong>Administrative:</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Raymond Andersen</td>
<td>JAX</td>
<td>Director, Accounting Svcs.</td>
<td></td>
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<tr>
<td>Leo Fields</td>
<td>JAX</td>
<td>Director, Network Svcs.</td>
<td></td>
</tr>
<tr>
<td>Edward Fortunato</td>
<td>Wash DC</td>
<td>Director, Government Svcs</td>
<td></td>
</tr>
<tr>
<td><strong>Heike Lynagh</strong></td>
<td>JAX</td>
<td>Payroll Supervisor</td>
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<tr>
<td>Jack Lavergne</td>
<td>JAX</td>
<td>Mgr. Accounts Rec.</td>
<td></td>
</tr>
<tr>
<td>Linda McKenzie</td>
<td>JAX</td>
<td>Mgr, Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>Mark Bruns</td>
<td>JAX</td>
<td>Mgr, Quality Systems</td>
<td></td>
</tr>
<tr>
<td>Joy Sargent</td>
<td>JAX</td>
<td>Spvsr, Personal Injury Claims</td>
<td></td>
</tr>
<tr>
<td>Dwight Menard</td>
<td>JAX</td>
<td>Mgr, Personal Injury Claims</td>
<td></td>
</tr>
<tr>
<td>Navigant(Getz) Travel - CLS specific</td>
<td></td>
<td>24 hour 1-800 777-4720</td>
<td></td>
</tr>
<tr>
<td><strong>Vickie Penton</strong></td>
<td>JAX</td>
<td>Spvsr, Navigant(Getz) Travel</td>
<td></td>
</tr>
</tbody>
</table>

** Denotes a Notification/Alert Response Team Contact Person
APPENDIX "C"

Regulatory Body Organization
Contacts / Report Approvals
APPENDIX “C”

**Maritime Administration (MARAD)**

**Marine --- Washington**
Director Office of Ship Operations  
William Trost  
Deputy Director Chief of Ship Operations  
Chief, Operations Support  
Chief, Division of Ship Maintenance  
Chief, Division of Reserve Fleet and Out Port Berthing  
Sealift Coordinator  
Procurement Contracting Officer

**Marine --- Western Region - San Francisco**
Western Region Director  
Francis X. Johnston III  
Administrative Contracting Officer  
Ship Operations Officer  
Kevin Dwyer

**MARAD Long Beach Surveyor:**
Michael Williams

**MARAD Tacoma:**
Frank Linehan

**Military Sealift Command (MSC)**
COMSC -- Fleet Ops, Washington DC  
COMSC – Norfolk/Atlantic  
MSC  – San Diego/Pacific  
Tim Pickering  
Rick Caldwell  
Tom Brown

**HAZMAT – Government Agencies**
Chemical Spills - Oil  
Chemical Spills - Oil - National Response Number  
Hazardous Chemical info - Chemtree  
800-452-0311  
800-424-8802  
800-424-9300
APPENDIX “C”

Long Beach
U.S. Coast Guard
Marine Safety Office (MSO) 310-732-2030
Inspection Services 310-732-2060
1001 South Seaside Ave
Bldg. 20
San Pedro, CA 90731
American Bureau of Shipping
Long Beach Office 562-437-6488
Fax 562-491-1840
200 Pine Ave.
Suite 503
Long Beach, CA 990802
Main Office Oakland 510-638-3112
Federal Communication Commission 888-225-5322
U.S. Public Health Service, Quarantine 310-215-2365
USPHS assigns local contractor for De-Rat

Tacoma
U.S. Coast Guard
Marine Safety Office (MSO) 206-217-6200
Inspection Services 206-217-6232
Fax 206-217-6345
1519 Alaskan Way S.
Seattle, WA 98134-1192
American Bureau of Shipping
Seattle Office 206-762-6200
Fax 206-762-8781
5950 6th Ave. S
Seattle, WA 98108
Federal Communications Commission 888-225-5322
U.S. Public Health Service, SeaTac 206-553-4519
USPHS assigns local contractor for De-Rat
APPENDIX “C”

AMERICAN BUREAU OF SHIPPING (ABS)
Dry-docking Survey
Tail shaft Survey
Spec/Cont. Survey Hull
Spec/Cont. Survey Machinery
Load Line Certificate
Annual Load Line Inspection
Spec. Annual Survey Hull
Spec. Annual Survey Machinery
Annual Survey - Hull
Annual Survey - Machinery
Intermediate Survey
Port Boiler Survey
Starboard Boiler Survey
Hydraulic Cranes - Retesting
Stern Ramp - Retesting
Annual Cargo Gear Survey
Safety Construction Certificate

UNITED STATES COAST GUARD (USCG)
Tailshaft Examination
Safety Construction Certificate
Certificate of Documentation
Certificate of Financial Responsibility
Certificate of Inspection
Safety Equipment Certificate
Lifeboat Falls Renewal
Pressure Vessels Examination
Port Boiler - 1.25 Hydro
Starboard Boiler - 1.25 Hydro
Main Steam Piping Hydro
Port/Starboard Boiler Mounts Removal
Oil Pollution Prevention Certificate

FEDERAL COMMUNICATIONS COMMISSION (FCC)
Radio/Telegraph/Bridge to Bridge/EPIRB
Radio Station License

UNITED STATES PUBLIC HEALTH AND SAFETY (USPHS)
De-Rat (Exemption) Certification
APPENDIX "D"

Prime and General Contractors
APPENDIX “D”

PRIME and GENERAL CONTRACTORS

TACOMA

FOSS SHIPYARD
660 W. Ewing St.
Seattle, WA 98119
Phone: 206-281-3800

TACOMA BOAT CENTER
1840 Marine View Dr.
Tacoma, WA 98422
Phone: 253-383-1900

PACIFIC MARINE REPAIR, INC.
1614 E. Lincoln
Tacoma, WA 98421
Phone: 253-272-4302

TACOMA BOAT CENTER
1840 Marine View Dr.
Tacoma, WA 98422
Phone: 253-383-1900

TODD PACIFIC SHIPYARD
1801 16th Avenue, S.W.
Seattle, WA 98134
Phone: 206-623-1635

PUGLIA SHIPBUILD ENGINEER
2216 E. 11th Street
Tacoma, WA 98421
Phone: 253-627-7232

FISHERMAN’S BOAT
1016 14th St.
Everett, WA 98201
Phone: 425-259-0137

MARINE IND., NORTHWEST
313 E. F St.
Tacoma, WA 98421
Phone: 253-627-9136

LONG BEACH

LONG BEACH FABRICATION
REPR
1812 W. 9th St.
Long Beach, CA 90810
Phone: 562-432-2886

MARINE, DOCKSIDE and IND.
131 N. Avalon Blvd.
Wilmington, CA 90744
Phone: 310-830-6100

MARINE TECHNICAL SERVICES
211 N. Marine Avenue
Wilmington, CA 90744
Phone: 310-549-8030

SAN PEDRO BOAT WORKS
Berth 44
San Pedro, CA 90731
Phone: 310-832-7203
APPENDIX “D”

SUBCONTRACTORS:

LESLIE REGULATORS
Leslie Controls, Inc.
Technical Service
1114 Business Circle
Cerritos, Ca. 90701
Ph. (213) 860-0463

Propulsion Controls Engineering
1304 Sampson Street
San Diego, CA 92113
Ph. (619) 235-0961
FAX 233-5096

Technical Services Group
2900 Main St.
Alameda, Ca. 94501
Ph. (510) 522-8326
Fax (510) 522-3136

Propulsion Controls Engineering
Seattle, Washington
Ph. (206) 762-8659
Fax (206) 763-3722

Calhoun-Dejong
3907 N. Interstate
Portland, Or. 97227
Ph. (503) 288-5091
Fax (503) 288-4507

Controls Unlimited
723 W. 14th St.
Long Beach, CA 90811
Ph. (310) 437-4374
Fax (310) 436-5746

AUTOMATION
Gobel Technical Services
517Americano Way
Fairfield, CA 94533
Mike Gobel
(707) 421-0790
(707) 429-1718

Sea-Mar Electronics
3400 13th Ave. SW
Seattle, WA 98134
Ph. (206) 622-6130
Fax (206) 682-5650

Technical Marine Service
5555 N. Channel Ave., Bldg 43
Portland, Or. 97217
Ph. (503) 285-8947
Page (503) 796-8828
Fax (503) 285-1379

Sea-Mar Electronics
790 Basin St. #6
San Pedro, CA 90731
Ph. (310) 832-6441
Fax (310) 832-4935
APPENDIX “D”

OIL WATER SEPARATORS
World Water Systems
1732 McGaw
Irvine, CA 92714
Ph. (714) 222-5777
Fax (714) 222-5720

Gobel Technical Services
Mike Gobel
(707) 421-0790
(707) 429-1718

Sea-Mar Electronics
Seattle
Ph. (206) 622-6130
Fax (206) 682-5650

MARINE SANITATION DEVICES
Microphor, Inc
452 E. Hill Rd.
Willits, Ca. 94590
Ph. (707) 459-6617

Westpac Industries
Cardiff, Ca. 92007
Ph. (619) 944-0408

Red Fox Environmental Services
Lafayette, La. 70505
Ph. (318) 235-2499

EES Corp (Eitech)
Omnipure
12850 Bournewood Dr.
Sugar Land, Tx. 77478
Ph. (713) 240-6770 or (713) 274-8446
Fax (713) 240-6762

SAFETY VALVES
Henze Service
2007 E. Stewart St.
Tacoma, WA. 98421
Ph. (206) 627-6100
Fax (206) 272-9017
(800) 932-8010

Bay Valve Service
1110 NW 46th.
Seattle, WA 98107
Ph. 206-782-7800

R and C Valve Repair
8118 Allport Ave.
Santa Fe Springs, Ca 90670
Ph (310) 945-1608
Fax. (310) 945-4579

Steam Valve Machine Co.
98 Hagenberger Loop
Oakland, Ca. 94621
Ph. (510) 635-9091
Fax (510) 635-2223
APPENDIX “D”

**LUBE OIL ANALYSIS**
Herguth Petroleum Labs
Vallejo, Ca. 94590
Ph. (707) 554-4611
Fax (707) 554-0109

Pacific Marine Testing Co
5807 4th Ave. S.
Seattle, WA 98108
Ph. 206-767-3117

**BOILER FEED PUMPS**
Calhoun-Dejong
3907 N. Interstate
Portland, Or. 97227
Ph. (503) 288-5091
Fax (503) 288-4507

Keizer Associates
55 Mississippi St.
San Francisco, Ca. 94107
Ph. (415) 621-0881
Emerg (415) 924-9756

American Thermo-Tech
Gert Berntsson
1663 Industrial Ave. #E
Norco, Ca. 91760
Ph. (800) 732-1345
Fax (714-737-2912

Lee Engineering
2119 Pacific Ave.
Tacoma, WA 98402
Ph. 206-627-2313

**LUBE OIL PURIFIERS**
Alfa-Laval Separation, Inc.
23 Pimentel Ct.
Novato, CA. 94947
Ph. (414) 883-8480
Fax (415) 382-0308

**THERMOGRAPHIC SURVEYS**
Systems Energy Audit
8261 Hillandale Dr.
San Diego, Ca. 92120
Ph. (619) 265-1901

E. Elliot and Assoc.
P.O. Box 2589
Martinez, CA 94553
Ph. 510-372-5475

American Thermo-Tech
1663 Industrial Ave. Unit #E
Norco, CA 91760
Ph. (800) 732-1345
Fax (714) 737-2912

Molnar Service
1240 N.E. 175th.
Box 55576
Seattle, WA. 98155-0576
Ph. (206) 363-5001
Fax (206) 363-5002

Condition Analyzing Corp
23 White Street
Eatontown, NJ. 07724
Ph. (908) 542-5588
Fax (908) 542-2967
APPENDIX “D”

**VIBRATION ANALYSIS**
Condition Analyzing Corp
23 White Street
Eatontown, NJ. 07724
Ph. (908) 542-5588
Fax (908) 542-2967

Elliot and Associates
Box 2589
Martinez, Ca. 94553
Ph. (510) 372-0770
Fax (510) 372-5475

McDonnell Engineering
1014 5th Ave West
Seattle, WA. 98119
Ph. (206) 283-7484
Fax (206) 286-1025

IPM Testing Services
Box 2589
Martinez, Ca. 94553
Ph. (510) 372-0770
Fax (510) 372-5475

3M Analysis
4932 Estates Way
El Cajon, Ca. 92020

DLI Engineering Corp
253 Winslow Way West
Bainbridge Island, WA. 98110
Ph. (206) 842-7656

**STEERING GEAR**
Sperry Marine, Inc.                                         Eagle Hydraulics
1329 Evans Ave.                                            1445 R. St. NW #2
San Francisco, Ca. 94124                                    Auburn, WA 98001
Ph. (415) 282-7150                                           Ph 206-939-6519
Fax 206-939-3338

Hydraulic Services
2734 San Pablo Ave.
Berkeley, Ca. 94702
Ph. (510) 548-5400
Fax (510) 548-1809

Propulsion Controls Engineering
1304 Sampson St.
San Diego. Ca. 92113
Ph. (619) 235-0961
Fax (619) 233-5096

Bevis and Assoc.
1904 Stewart St.
Tacoma, WA 98421
206-383-5761
Fax 206-572-5881

Propulsion Controls Engineering
Seattle, WA.
Ph. (206) 762-8659
Fax (206) 763-3722

**BOILER TUBES**
Murray Tube Works
650 Green Lane
Box 2065
Union, NJ. 07083
Ph. 800-845-3052
Fax (908) 354-5961

Mariner's Astubco
315 River Road
Edgewater, NJ. 07020
Ph. (800) 882-4640
Fax (201) 945-2019
APPENDIX “D”

REFRIGERATION
Commair Mechanical Services
1266 14th St.
Oakland, Ca. 94607
Ph. (510) 839-1500

Unitor Ship Services, Inc.
2375 W. Esther St.
Long Beach, Ca. 90813
Ph. (310) 437-2813

Denherder
2240 E Hamson St.
Tacoma, WA 98404
206-272-3114

Amsco Refrigeration, Inc.
5555 N. Channel Blvd. B-43
Portland, OR 97217
503-289-1863

BOILER CHEMICALS
Drew Ameriod Marine
2327 Union Street
Oakland, Ca. 94607
Ph. (510) 832-1904
Fax (510) 452-9378
Emerg (707) 426-0398

Drew Ameriod Marine
One Drew Plaza
Boonton, NJ. 07005
Ph. (201) 263-7600
Fax (201) 263-4491

Nalfleet, Inc
195 Mountain Ave.
Springfield, NJ. 07081
Ph. (201) 379-1340

Unitor Ships Service
2375 W. Esther
Long Beach, Ca. 90813
Ph. (213) 437-2813
Fax (213) 432-8393

TANK GAUGING EQUIPMENT
King Engineering Corp
3201 S. State St.
Ann Arbor, Mi. 48108
Ph. (313) 662-5691
Fax (313) 6626652

Technical Services Group
2900 Main St.
Alameda, Ca. 94501
Ph. (510) 522-8326
Fax (510) 522-3136

SeaMar Electronics
3400 13th Ave. SW
Seattle, WA 98134
206-622-6130

Gobel Technical Services
517 Americano Way
Fairfield, CA 94533
707-421-6790

HAZARDOUS WASTE DISPOSAL
Asbury Environmental Services
2100 N. Alameda St.
Compton, CA 90222
Ph. 310-886-3400
Appendix “D”

ELECTRICAL REPAIR
Dahl-Beck Electric
2775 Goodrick Ave.
Richmond, Ca. 94801
Ph. (510) 237-2325
Fax (510) 237-0608

Lunde Electric Motors
1929 Milwaukee Way
Tacoma, WA 98421
Ph. 206-627-6968

Golden State Marine
Pier 26, Box 78054
San Francisco, Ca. 94107
Ph. (415) 541-0921
Fax (415) 541-7807

Lee's Marine Electric
90 Rotteck
San Francisco, Ca. 94112
Ph. (415) 584-1800

Frost Electric Co.
2350 Third Street
San Francisco, Ca. 94107
Ph. (415) 282-7071

Ph. (415) 541-0921

Sytek/Benkiser
527 Whitney Street
Box 1817
San Leandro, Ca. 94577
Ph. (510) 638-8262
Fax (510) 638-6293

Universal Electric Service
814 Sampson Ave.
Wilmington, Ca. 90748
Ph. (310) 983-5060
Fax (310) 983-5064

(800) 464-2430

FIRE FIGHTING SYSTEMS
Global Fire and Safety
2601 Adeline, Suite 199
Oakland, Ca. 94607
Ph. (510) 834-2323
Fax (510) 834-2326

Unitor Ships Service
2375 W. Esther
Long Beach, Ca. 90813
Ph. (213) 437-2813
Fax (213) 432-8393

All-Fire Protection Service
315 N. Avalon Blvd.
Wilmington, Ca. 90744
Ph. (800) 924-8756
Fax (714) 253-6183

Alexander Gow Fire Eq
456 N. 36th St.
Seattle, WA 98103
Ph. 206-632-2817
Fax 206-633-0434

BRIDGE ELECTRONIC REPAIR
Raytheon
226 Miller Ave.
South San Francisco, Ca. 94080
Ph. (415) 871-6102
Fax (415) 871-9628

SeaMar Electronics
3400 13th Ave. SW
Seattle, WA 98134
Ph. 206-622-6130

Collins Marine Corp
3040 Market St.
Oakland, Ca. 94608
Ph. (510) 547-4388
Fax (510) 652-9374

01/31/01
APPENDIX “D”

Baytronics Corp.
2228 Livingston St.
Oakland, Ca. 94606
Ph. (510) 261-0100

MacKay Communications
1891 N. Gaffey
San Pedro, Ca. 90731
Ph. (310) 519-7539 Fax. (310) 519-7630

WINCH AND CAPSTAN REPAIR
Hydraulic Services
2734 San Pablo Ave.
Berkeley, Ca. 94702
Ph. (510) 548-5400
Fax (510) 548-1809

Aalborg Ciserv San Francisco, Inc.
1315 67th. St.
Emeryville, Ca. 94608
Ph. (510) 655-7377 Fax (510) 655-1311

J and H Marine and Industrial Engineering
300 China Basin St.
San Francisco, Ca. 94107
Ph. (415) 495-5277
Fax (415) 495-7591

Marine Propulsion Services
5555 N. Channel
Portland, Or. 97217
Ph. (503) 283-2795
Fax (503) 283-5156

Markey Machinery
79 S. Horton ST.
Seattle, WA. 98134
Ph. (206) 622-4697
Fax (206) 623-9839

Eagle Hydraulics
1445 R St. NW #2
Auburn, WA 98001
Ph. 206-939-6519
Fax 206-939-3338

Propulsion Controls Engineering
1304 Sampson St.
San Diego. Ca. 92113
Ph. (619) 235-0961
Fax (619) 233-5096

Steam Valve Machine Co.
98 Hagenberger Loop
Oakland, Ca. 94621
Ph. (510) 635-9091
Fax (510) 635-2223

HYDRAULIC REPAIRS
Hydraulic Services
2734 San Pablo Ave.
Berkeley, Ca. 94702
Ph. (510) 548-5400
Fax (510) 548-1809

J and H Marine and Industrial Engineering
300 China Basin St.
San Francisco, Ca. 94107
Ph. (415) 495-5277
Fax (415) 495-7591

Pacific Hydraulic Services
560 S. 31st. St.
Richmond, Ca. 94804
Ph. (510) 233-3398 fax (510) 236-6802

See: Eagle Hydraulics
Bevis and Assoc.
Hawkins Marine Hydraulics
APPENDIX “D”

COMMUNICATIONS EQUIPMENT

Raytheon
226 Miller Ave.
South San Francisco, Ca. 94080
Ph. (415) 871-6102
Fax (415) 871-9628

Baytronics Corp
2228 Livingston St.
Oak Island, Ca. 94606
Ph. (510) 261-0100

Collins Marine Corp
3040 Market St.
Oakland, Ca. 94608
Ph. (510) 547-4388
Fax (510) 652-9374

SeaMar Electronics
3400 13th Ave. SW
Seattle, WA 98134
Ph. 206-622-6130

TURBINE SPECIALIST

McDonnell Engineering
1014 5th Ave West
Seattle, WA 98119
Ph. (206) 283-7484
Fax (206) 286-1025

DLI Engineering Corp
253 Winslow Way West
Bainbridge Island, WA. 98110
Ph. (206) 842-7656

P. J. Schwalbenberg and Associates, Inc.
1332-5 Ocean Ave
Sea Bright, NJ. 07760-2277
Ph. (908) 747-1954

Marine Propulsion Services
5555 N. Channel
Portland, Or. 97217
Ph. (503) 283-2795
Fax (503) 283-5156

Tagesco Corp.
238 North Street
Bath, Maine 04530
Ph. (207) 443-2034

Worldwide Industrial
Mike Brau - Houston
(409) 727-8600
James Mercer - Orange Park, Fla.

DIESEL ENGINE REPAIRS

AALBORG CISERV
1315 67th. St.
Emeryville, Ca. 94608
Ph. (510) 655-7377
Fax (510) 655-1311

Edinger Marine Service
399 Harbor Drive
Sausalito, Ca.
Ph (415) 332-3780
Ph. (510) 522-4677

Shoreline Diesel Maintenance Inc.
207 Harbor Way
South San Francisco, Ca. 94080
Ph. (415) 588-5642
Fax (415) 588-0598

Tacoma Diesel
444 54th Ave. East
Tacoma, WA 98424
Ph. 206-922-8171
Fax 206-922-1253
APPENDIX “D”

Pacific Detroit Diesel
7215 S. 228th St.
Kent, WA 98032
206-850-2628

Courtwright Diesel
1601 Bay St.
Tacoma, WA 98421
206-383-4888

INSULATION
Quality Insulation Fabricators
4383 Park Rd.
Benicia, Ca. 94510
Ph. (707) 746-5913
Fax (707) 746-5915

D and G Mechanical
935 136th Ave. E.
Sumner, WA 98390
Ph. 206-863-3100
Fax 206-863-5990

I and S Insulation Co.
1819 S. Central Ave. #38
Kent, WA 98032
Ph. 206-859-1830
Fax 206-854-7184

SECURITY - WATCHMEN
American Protective Services, Inc.
8105 Edgewater Dr.
Oakland, Ca. 94621
Ph. (510) 568-6818

Guardsmark, Inc.
44 Montgomery St. Suite 700
San Francisco, Ca. 94104-3313
Ph. (415) 956-6070

SHIP CHANDLERS/PROVISIONERS
Mariner’s Supply Co.
4865 N. Lagoon Ave.
Portland, Or. 97217
Ph. (503) 285-5247

Lowe Parker, Inc.,
1234 6th Ave. South
Seattle, WA 98134
Ph. 206-624-2283
Fax 206-621-7442

Pan-Pacific Supply
2045 Arnold Industrial Way
Concord, Ca. 94520
Ph. (510) 685-2292
Fax (510) 685-4017

Bay Port Supply, Inc.
555 Sebly Street
San Francisco, Ca. 94124
Ph. (415) 282-5544
Fax (415) 282-1019

Aaron Supply Inc.
1670 Alvarado St., Unit 12
San Leandro, Ca. 94577
Ph. (510) 357-1072
Fax (510) 357-1079

GARbage COLLECTION
Oakland Scavanger Co
(510) 562-1364

Golden Gate Disposal
(415) 621-3841

Tacoma Refuse (206) 591-5544
APPENDIX "E"

Agency Lists
CONTACT LIST
FOREIGN AGENCY LISTING

ACENSION ISLANDS
Ascension Island Services
Georgetown, Ascension Island
BBC External Services, Bush House,
Tel: 011 247-6217 / 6244
Fax: 011 247-6927
Tlx: 3219 AISAV (M-F)
Tel: 011 44 181-240 3456 / 3734
3215 BOOTHAV (WE)
Contact: Peter Gillis
Ascension Base CDR. - Maj. Hill
Cedric Henry Station Mgr. - Jack Whitter
Tel: 011 247 2201

MINA SULAMN, BAHRAIN
ALMOAYED BARWIL, LTD
TEL: 011 (973) 211177
2ND FLOOR, A.K. ALMOAYED BLDG., F
FAX: 011 (973) 210899
AL KHALIFA ROAD, TLX: (955) 8708
P.O. BOX 5535
MANAMA, BAHRAIN
CAPT. JAN F. MAELAND - GM
WILSON MOHAN - DRY CARGO
OFF: 210901 (DIRECT) OFF: 211177 EXT. 118
AOH: MOBILE 458923 RES: 692693
AOH: MOBILE: 462863 RES: 266293
VILLIE MASCARENHAS - OPS COORDINATOR
OFF: 210897 (DIRECT)
AOH: RES: 268738

ANTWERP BELGIUM
Funrness Shipping and Agency
Kipdorp 49/51
2000 Antwerp
Tel: 011-32-3-222-1511/1583 (de Clerek direct)
Fax: 011-32-3-234-0629
Tlx: (846) 31178/31179
Contact: Jasque De Swaene, GM, Operations
Hm: 011-32-3-222-1526
Teblick, Agency
Hm: 011-32-3-646-0165
Mr. Van Camp
Hm: 011 32 3 454-1637
Mr. de Clerck
Hm: 011 32 3 774-4166
SECONDARY AGENT

ALGHANIM BARWIL SHIPPING CO. W.L.L.
TEL: 011 (965) 4814731/
31 xxvi CAPE I-ActPlan-yr 2001.doc
DIRECT
P.O. BOX 21708 SAFAT
(965) 4842988 /
31 (965) 4843988 (24 hr)
13078 KUWAIT
FAX: 011 (965) 4840576,4845712
TLX: (959) 22084 BARWIL KT
ALGHANIM INDUSTRIES BLDG.
GROUND FLOOR
AFTER HOURS: Suresh Kurien
(Ops Mgr)
AIRPORT ROAD
Hm: 011 (965) 4339013
SHUWAIKA, KUWAIT
Per W. Saltvedt
Hm: 011 (965) 390-3480
INCHCAPE GERMANY (HEAD OFFICE)
BREMERHAVEN GERMANY
InchCAPE Shipping Services, Gmbh
Suderstrasse 77 Container Terminal
D-20097 Hamburg
Gatehouse III
Tel: 011 49 40 235290 Nordhaven
235290-195
Fax: 011-49-40-23529-199
Tlx: 841 2165051 Tel: 011-49-471-
011-49-471-43011
Fax: 011-49-471-412043
Contacts: Stephan Albrecht  49-40-740-1039 Hm
Mobile  49-172-453-0012
Thorsten Greiger  49-40-537-3552 Hm.
(49) 474-35176
Mobile: 49-172-931-2076
Bettina Koop
Hm: 49-471-207970
GIBRALTAR
Maritima Del Estraco Tel: 011-350-76697
P.O. Box 439
Water Gardens Tlx: (831) 2140 Marit
Block 2 Fax: 011-350-42839
Suite 13
Waterport Contact: Mr. N. Darby
Gibraltar Mr. J. Davis (350-45064)
Capt. Vaentin Revuelta
CANDIA COMPANY S.A. TEL: 30 (1) 4110011
7, PLATONOS STR., TLX: 212125 CDIA GR
GR-185 35 213521 CDIA GR
PIRAEUS, GREECE 213960 CDIA GR
FAX: (1) 4172629
MOMBASA KENYA
InchCAPE Shipping Services Tel: 011 254-1131-4245/6
Kilindini House, Moi Avenue 314286/7, 314391
P.O. Box 90194 Fax: 011 254 11314224
Mombasa, Kenya Tlx: (963) 21278/21144/21370
Contacts:
R. Rathod Hm. (254) 11 22 0447
R. Metha Hm. (254) 11 31 1138
A. Kasmani Hm. (254) 11 492561
J. Walker Hm. (254) 11 474282
Mobile   961-8082

PUSAN SOUTH KOREA
Hyopwoon Shipping Ltd.
13th Floor Yuchang Bldg. 12th Floor Jungwoo Bldg.
25-2, 4-GA, Jungang-Dong, Chung-Ku, 60, Doryeom-Dong, Chongro-Ku
P.O. Box 686 P.O. Box 152
Busan, Korea Seoul, Korea
Tel: 011 82 51 463-5811/5 Tel: 2 739-4731/5, 739-4741/5
Fax: 011 82 51 463-6403/464-8785 Fax: 2 739-3159/738-8131
Tlx: K53756 HWSHIP Tlx: K22313, K264484
011 82 51 643-5516 011 82 2 583-2972
J.Y. Paik
011 82 2 575-1287
Y.H. Kim - Asst. M

POHANG, KOREA
Shimjin Maritime Co., Ltd.
100-5 Haedo-2-Dong, Nam-Ku
Pohang, Korea
Tel: 562 72-3162, 72-5204
Fax: 562 72-1718,72-8711
Tlx:  (787) 54354, 54326
Contact:  D.M. Yoo (562) 44-5487
S.B. Ha     (562) 44-9679
ACTIVATION PLAN: CAPE ISABEL, INSCRIPTION, ISLAND, INTREPID

NORWAY (ALL PORTS)
Wilh. Wilhelmensen Agencies AS
Tel: 011-47-67-584000
Stranddveien 20
Tel: 011 47-67-584819
P.O. Box 327
Fax: 011-47-67-584890 / 92
N-1324 Lysaker, Norway
Tlx: 78900

Finn Kjeldsberg
Knut Andersen
After Hour: 011 47 330 46478 Lief
Mobile: 011 47 943 62680
Fax: 011 47 330 45844

NORWAY (NARVIK SUB-AGENT)
Bernh. Lund AS
Tel: 011 47 77 840199
Lunds Vei 11
Fax: 011 47 77 841390
P.O. Box 55
Contact: Per Lund
9301 Finnsnes
Hm. 011 47 77 840029
Mobil: 011 47 948 97872

NORWAY (HOMMELVIK SUB AGENT)
J.P. Stroem Shipping A/S
Contacts:
Arvid Reppe
Havnegt 10
P.O. Box 2190
Hm. 011 47-72-554366
7001 Trondheim
Mobile: 011 47 947 79877
Knut Selboe
Hm. 011 47-7-939852
Tel: 011 47-73-524560
Fax: 011 47-73-525206/4632
Tlx: 55078

NORWAY (BOGEN BAY SUB AGENT)
Bernh. Lund A/S
P.O. Box 55
9301 Finnsnes
Tel: 011 47-89-40199
Fax: 011 47-89-41390

NORWAY (BODOE SUB AGENT)
Zahl Transport AS
Contact:
Jernbanekaia
Terminal C
P.O. Box 1681
Mobil: 011 47 94544389
8001 Bodoe
Tel: 011 47 75 583770
Fax: 011 47 75 583673
ACTIVATION PLAN: CAPE ISABEL, INSCRIPTION, ISLAND, INTREPID

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NORTHSHIELDS (NEWCASTLE)
Denholm Ship Agency Tel: 011 44 91 454 9829
Tyne Port Authority Building Fax: 011 44 91 454 9844
Tyne Dock Tlx: (851) 995117

Southshields
Tyne and Wear Contact: Alex Plant
NE34 OAB Fergus

MINA RAYSUT, OMAN
Gulf Agency Company (Oman) Contacts: Mr. Alexander
P.O. Box 19346 Tel: (011) 968 292003
Salalah, Sultanate of Oman
Tel: (011) 968 290405 / 294662
Fax: (011) 968 294827
Tlx: (926) 7647 ("GACSAL ON")

PANAMA/BALBOA
C. Fernie and Co. S.A. Contacts: Joe Joesph
290 Culebra Rd. Hm. 507 4452278
Ancan, Balboa Abuzid
Republic of Pananma Hm. 507
Attn: Operations
Roy Newall
Tel: 507 4451133 Hm. 507 4421424
Fax: 507 4417504/4168 or 445-1724/1223 Rico Coulson
Tlx: (348) 8814/9211/8542 Hm. 507 4423150

SUBIC BAY PHILIPPINES
Jardine Shipping Agencies Contact: R. Harkin
222 Sen. Gil Puyat Ave. Tel: 011 (632) 875051
Makati, Metro Manila Fax: 011 (632) 8191671
Philippines Tlx: 45507, 23589, 65008 JARSHIP
DOMESTIC AGENCY LISTING

BAYONNE NEW JERSEY
InchCAPE Shipping Services
Southern Steamship Agency, Inc.
300 Harmon Meadow Blvd.
Fifth Floor
Secaucus, NJ  07094

Contacts: John Picciolo, Ops Mgr.
Tel: (201) 866-6000 Hm. (718) 948-4188 Mobile: (201) 207-1528
866-9256 Ken Meehan, Port Mgr.
866-9356 Hm. (516) 781-7259
Fax: (201) 866-9233 Frank Carpellas, Boarding Agent
Tlx: 175932 LAVSHIPAG Hm. (908) 792-1146 (917) 354-2061

BEAUMONT TEXAS
InchCAPE Shipping Services
Suite 217 Texas Commerce Bank
490 Park Street ABA # 113100253
Beaumont, TX  77701 ACCT# 772-632
Tel: 409-832-1262 (24 hr) Fax: 839-8505
Tlx: 166543 SOUSABMT Twx: 910-884-5142

Contacts:
Ken Smith Raymond Laird
Hm.  (409) 755-1164 Hm: (409) 755-0526
Beeper: (409) 841-7120 Beeper: (409) 841-7047
Cell: (409) 781-3510 Cell: (409) 781-3340
Polly Morris J.B.
Hm: (409) 724-2992 Hm: (409) 962-8567
Beeper: (409) 841-7047 Beeper: (409) 841-7067
Cell: (409) 781-3340 Cell: (409) 781-2659

PORT OF BEAUMONT
1255 Main St. (Harbor Island Terminal)
Beaumont, TX  77701
Tel: (409) 835-5367
Contact: Kirby Anderson - Ops Mgr.

BEAUMONT CUSTOMS BROKER
Central Dispatch For shipping and cutoms bond
3620 Naderland Ave. delivery of parts.  Limo service.
Naderland, TX  77627
Contact: Mr. Hoss (409) 722-3487
HONOLULU HAWAII (AND ALL OTHER ISLANDS)
TransMarine Navigation - Honolulu Contact:
443 North Nimitz Highway
David A Burrows
Honolulu, HI  96817
Home:   (808) 595-6161
Mobile:  (808) 225-5883
Pager:   (808) 641-5668
Tel: (808) 599-5581  24 hr.
Fax: (808) 599-4177
Tlx: 7431196  TNCHI 7238000 TMN

Alternate
Norton Lilly Hawaii Inc. Tel: (808) 544-0451
608 Fort Street, Pier 10
Fax: (808) 531-0858
Honolulu, HI  96813
Tlx: RCA 7238305    8305 DAVS HR
ITT 7430018 STEAM

CONTACTS: Fred Funakura John
Off: (808) 544-0451 Off: (808) 544-0448
Cel: (808) 224-9294 Beeper: (808) 576-3804
Hm : (808) 262-8908 Hm : (808) 595-3922

HOUSTON TEXAS
InchCAPE Shipping Services
Southern Steamship Tlx: 166311/166311 SOUSAHO UT
5005 Mitchelldale Fax: (713) 688-7260
Suite 186 Cable: SOUSA HOUSTON
Houston, TX  77092-7230
Tel: (713) 956-0096 (24 hr.)
Contact: Louis Mangel (713) 523-8467 hm.
James Elkins (713) 448-6065 hm.
Bart Mills (713) 457-6098 hm.

MOREHEAD CITY NORTH CAROLINA
Morehead City Shipping Company Tel: (919) 726-6151
P.O. Box 869
Suite 106, Maritime Building Fax: (919) 726-8642
113 Arendell St. Tlx: 579393 MHD SHIP CO
Morehead City, NC  28557
Contacts: Earl Smith, Ops Mgr. Berth: #9 NC State Port Authority
Hm. (919) 726-7311
Lawrence Roth
Hm. (919) 728-5667
ACTIVATION PLAN: CAPE ISABEL, INSCRIPTION, ISLAND, INTREPID

OAKLAND, CALIFORNIA
InchCAPE Shipping Services
Southern Steamship Oakland Tel: (415) 546-6920
Williams, Dimond and Co.
180 Howard St. Fax: (415) 546-6930
Suite 350 Tlx: 278215
San Francisco, CA  94105
Contacts: Mike Simms - Port Manager Ian Meadows - Boarding Agt.
Off: (415) 541-3522 Off: (415) 541-3515
Hm: (415) 283-8276 Hm: (510) 658-0117
Beeper: (510) 338-4842 Beeper: (415) 338-8290
Cellular: Cell: (415) 699-2679

PORT HUENEME, CALIFORNIA
InchCAPE Shipping Services
Williams Diamond and Co. Tel: (310) 436-8151 Ext. 410 or 420
100 W. Broadway, Suite 200 Fax: (310) 435-6964
Long Beach, CA  90801-1910 Tlx: 215202
Contacts: Mike Sullivan
Hm: (714) 846-5935
Gabriel Garner
Hm:  (310) 926-8847
Mike Hubert  (310) 901-9420

PORT CANAVERAL, FLORIDA (9/96)
Ambassador Services Tel: (407) 784-4646 24 Hr.
99 George King Blvd.
P.O.Box 632 Fax: (407) 799-2067
CAPE Canaveral, FL  32920 Tlx: 49642763
Contacts: Donald Garver (Gen. Mgr.) (407) 459-0823 Hm.
Brian Hubert  (Pres.) (407) 453-8357 Hm.
456-4411 Beeper
543-5941 Mobile
MILITARY SEALIFT COMMAND CONTACTS

MSC HOUSTON
Tel: (713) 481-2486
   471-8559 (Dock Ops Shack)
   471-8567
   471-5405
Contact: Wayne Kroog
Mobile: (713) 857-1426
Beeper: (713) 971-0381
Fax: 471-8170
(Bearbers Cut) 471-6264

MSC BAYONNE (COMSCLANT)
George Previll - Asst. Dir Trans.
Frank Syphax - Dir Trans.
John Gregov - MSC Rep. (x. 7618)
Tel: (201) 823-7559
Fax: (201) 823-6164
Tlx: 126641 SEA COM BAYO

CAT (Crisis Action Team) DO
Tel: (201) 823-5202, 5203
Duty Officer: (201) 823-7584

MSC CHARLESTON
Contact: Tom D'Agostino
        Jerry Siztky
Tel: (803) 743-5317/8
Fax: (803) 743-2606
Tlx: 430369

Tom D'Agostino
Beeper: (803) 728-5652
Mobile: (803) 693-7254
Home: (803) 821-1594

MSC SUNNYPOINT (AMMO)
MSC Rep
MOT Sunny Point
Southport, NC 28461-5000
Rep: Albert Rodgers
Tel: (910) 457-8210
Fax: (910) 457-9385
MSCO BREMERHAVEN

Contact: Willie Hoerecke  
Tel: 011 49-471-891-8784 011 49-471-891-8297  
Tlx: 238725

COMSCWASH

Duty Officier: (202) 685-5155  
(202) 685-5375 Fax.

Contacts: Cathy Jo-Stangler or Rusti Imler-Ahern (5308)  
Cynthia (5304), Kenyetta (5305)  
Tel: (202) 685-5304/5  
Tlx: 824024, 197726, 824030  
Fax: (202) 685-5349  
64674, 6491279

Carl Goalie  
Tel: (202) 685-5337  
Hm. (301) 855-0155  
Denis Rumbaugh - Hd., FSS/FTX  
Tel: (202) 685-5338

Contacts:  
Charlie Daggs - Dir., Dry Cargo  
Tel: (202) 685-5336  
Dry Cargo East  
Al Grace (5339), Kevin Burns (5327), Mary Mannon (5343)  
Dry Cargo West  
Griff Hüme (5340), John Joerger (5344), Janet Noel (5348), Gelnda Hunter (5342)

USCG Liaison: Cdr. Mathis  
Tel: (202) 433-0204

COMSCMED (NAPLES)

Contacts: LCDR Lorell Brault  
Fuel: Lt. Rachael Pardo  
Duty Officer - 011 39 33 785-5692 (Cellular)  
TEL: 011 39-81-724 3125  
724 4124  
FAX: 011 39-81-724 3128  
Cellular: 011 39-33 784-7832

Beeper: 011 39-81 570-0021  
0025  
0038, 1245  
Then request Ext.6335, 2362  
6332 Beeper #110.

TLX: 720342 or 710468 COMSCM I
MSCO BENELEX ROTTERDAM

Contacts:  Wim Schelvis  
            Lt. Gaynell Barber
Tel:  011-31-10-4592456  
      011-31-10-4592353/58
Fax:  011-31-10-4592246
Duty Officer  011 31 10 459-2210

Tlx:  23660

COMSCSWA (BAHRAIN)

Contacts:  CDR. Ruth Cooper (CO)  
            LT. Herrald Norris (XO)  
            Maryanne Devine  (724638) Hm.
TEL:  011 973 724638/724108 Till 1600Z
TLX:  0490 7237 ASU BN or IO SAT (583) 150-6551
Fax:  011 973 724107

COMSCEUR (UK)

Contact:  LCDR. John Land  
          Del Osborne  
          011-44-71 355-5322  
          011-44-71 355-5564  
          011-44-71-355-5357  
          Duty Officer 011 44 181-840-7000 (0848730)
Tel:  011-44-81-8689583  
      44-81-8682366

Fax:  011-44-81-8681939
Tlx:  851-923069 MSCOLN G

COMSC JEDDAH SAUDI ARABIA

Contact:  Lcdr. Byers

Tel:  011-966-2-647-1200 ext. 1973  
      011-966-2-647-3325 ext. 1323/2008
Fax:  011-966-2-647-0469

NAVAL LIASION CONTACT POINT (NLO PICKUP)

011 968 701 291

COMSCFE YOKAHAMA JAPAN

Contact:  CAT Leader  (Lt. Covento)  
Tel:  011 81-45-451-1644  24hr.  
      011-81-45-441-1179 (Emergency After Hours)
Fax:  011 81-45-4511646
Tlx: 072-3822178

**MSCU DIEGO GARCIA**

Contact: LCDR. Strother  
Tlx: 9196901

This is a daylight only entry port. All entering and clearing done by MSC. No agent required.

**COMSCFEO SUBIC BAY PHILIPPINES**

Contact: LCDR. Xannon  
Tel: 011 63 47 3853923  
Fax: 011 63-47-3843527  
Tlx: 7563159

**MSCO OKINAWA (NAHA)**

Contact: LCDR. Sykes  
Via Yokohama Japan (Military Comms Only)

**MSCO GK GUAM**

Contact: LCDR. Harris  
Tlx: (700)7216133  
Tel: 011 671-339-4050  
Fax: 011 671-339-5209

**MSCO Oakland**

Contact: Dave Hamasaki - Operations MSC PAC  
Tel: (510) 302-6270  
Tom Brown  
Tel: (510) 302-6683  
Pedro Ramos (Fuel) MSC PAC  
Tel: (510) 302-6259  
Lt. Mike Hanson MSCPAC P.O.C.  
Tel: (510) 302-6261  
Duty: (510) 302-6154/6155 (After hours)

Contact: Cliff Marks/Ann Lucas  
Tel: (510) 302-6685  
Fax: (510) 302-6687 Ops  
(510) 302-6563 Engr.

**MTMC Oakland**

Paul Skankarela  
Mike Jesse  
Nuria Pecot  
Tel: (510) 466-3310  
Jesse Smothers  
Tel: (510) 466-2573

Charles Tilitsen (ext. 3660)  
Luis West  
Doug Cammeron
Mary Richardson (Import Docs)  
Tel: (510) 466-2940

**MSCO Hawaii**

CDR MSC Tagos Unit PAC  
Rick Appling  
(808) 471-2113  
Bishop Point, Trailer #57  
Hickam AFB  96853

**MSCO SAN DIEGO**

Tel: (619) 532-1543  
Beeper: (619) 493-1596  
Night: (619) 267-4934

**MSCO JACKSONVILLE**

Contact: Rich Buldoc - Operations  
Telephone: (904) 696-5198  
Mobile: (904) 571-5790  
Beeper: (904) 346-8147  
Fax: (904) 696-5201  
Security Gate: (904) 751-1190

**MSCO SEATTLE**

Tlx: 6771433

**MSCO SAVANNAH**

Tel: (912) 964-9341  
Fax: (912) 964-9352  
Beepers: (803) 728-5651  
(803) 728-5652

**GUANTANAMO BAY**

Port Control  
Tel: 011 539 9 4774/4752  
24 Tel: 011 539 9 4626  
Fax: 011 539.9 5198  
Contacts: Lcdr. Mike Fair or Sr. Ch. C.T. Jensen / Swope x.4405 x.4898  
Cdr. McCaffrey / Lt. Uhe - MSC Office / Cdr. Lew DeQueer (ext. 4207)  
011 539 9 3585 / 5966

**MSCO NEW ORLEANS**

Tel: (504) 948-1563  
Fax: (504) 948-5848  
Contact: Joe Jobey  
MTMC: Fabian Hobbs  
Tel: (504) 438-3778
MSCO TACOMA
MSC REP: Steve Busby MTMC Rep: Jim Kahler*
Tel: (206) 764-6570 (206) 526-3910
Tel: (206) 764-6508
LTC Thomas Watts
Tel: (206) 764-6503
Tlx: 197990

MSC NORFOLK VA
COMSCMIDLANT
Tel: (804) 444-7713
444-7714
444-1486
Fax: (804) 444-4307

Contacts:
Lenny Bell Hm. (804) 366-0644
Rich Cacduell Hm. (804) 548-4647
Hershel Queen Hm. (804) 482-7159

OTSR Duty Officer (West Coast)
Tel: (808) 474-4835
Tlx: 197990

NAVLANTMETOCEN
Tel: (804) 444-4044
Tlx: 157189

PORT HUENEME
MSC Rep: Bob Dixon
Tel: (805) 982-5790
Tel: (805) 982-8561 (Port Serv. After hours)
Fax: (805) 982-5793
NSD: Elmer or Andy*
Tel: (805) 982-3288 or 3293

MSCO PEARL HARBOR
Tel: (808) 471-4564

MSCO BALBOA
Contact: Pepe Bizon
Tel: 011 507 83 3566/3567/3565/3500/3501
Fax: 011 507 83 4360
GOVERNMENT AGENCIES

USCG NY MIO

Section Head - Capt. David Anderson (OCMI)
Overseas Insp. - Lt. Jim McGlaughlin (Inspectors Cliff Raines, Dave Mong)
Domestic Insp.- Jim Bartly

Tel: (212) 668-7494 After Hours DO: (212) 668-7936
   668-3361
Fax: (212) 668-3362
Tlx: 6720572 USCG MARINS NY

USCG UK (LONDON)

Inspections: Brian Gove
Tel: 011 44 71 872-0938
Fax: 011 44 71 872-0939

USCG (NETHERLANDS)

Commanding Officer MIO: CAPT, Charles F. Goldenschuh
USCG ACTEUR / MIO Europe XO: CDR. Daniel F. Ryan
PSC 72 Box 189
APO AE 09715

Tel: 011 31 10 442-4458/5170/3619
Fax: 011 31 10 450-4752

USCG Beaumont

Tel: (409) 723-6520 Inspections Charlie French
Fax: (409) 723-6534 Tim Syckler

USCG Houston

Tel: (713) 671-5199

USCG Honolulu

Tel: (808) 522-8260
Fax: (808) 522-8270
APPENDIX "F"

MSC COMSCINST 4626.1B
COMSC INSTRUCTION 4626.1B

Subj: ACTIVATION AND OPERATIONAL TEST OF READY RESERVE FORCE (RRF) SHIPS

Ref: (a) Memorandum of Agreement, Department of Defense and Department of Transportation for Administration of the Ready Reserve Force

Encl: (1) Sample Transfer of OPCON Message
(2) RRF Test Activation Quick Look Report Format

1. Purpose. To provide guidance and procedures to be implemented following notice of activation of RRF ships for contingencies or for tests in accordance with reference (a). This is a complete revision and should be read in its entirety.

2. Cancellation. COMSCINST 4626.1A.

3. Background. RRF ship activations are conducted as follows:

a. Contingencies and Exercises. Initiated by MSC to meet surge lift requirements,

b. Test Activations. MSC initiates with no prior notice (no-notice) in order to test the ability of the ships to meet established activation time frames, and

c. Maintenance Activations. Maritime Administration (MARAD) initiates as part of routine maintenance and scheduled upkeep periods.

4. Responsibilities

a. For Contingencies or Exercises

(1) MARAD will provide a RRF ship ready for sea (RFS) in the applicable time frame of 4-, 5-, 10- or 20-days. This activation time frame may be extended by DOD to minimize costs and when the load date allows for the extension.
(2) The appropriate MSC Area Commander will accept operational control of an RRF ship when MARAD determines the ship is RFS and will provide sailing orders and conduct briefings for key shipboard personnel similar to that provided new time charters. Enclosure (1) provides a sample message from MARAD announcing the transfer of OPCON.

(3) Whenever possible, the MSC Surge RRF representative will observe sea trials for those ships that require trials as follows:

(a) ROS4 ships: no sea trial required at activation.

(b) ROS5 ships: a sea trial is required when the interval since the last sea trial exceeds 12 months.

(c) RRF10/20 ships: a sea trial is required unless waived by MSC. A waiver may be granted if the ship has undergone a successful sea trial observed by MSC within the last 12 months.

b. For Test Activations

(1) The MSC RRF Surge representatives (Atlantic Region, Gulf Region or Western Region) or the MSC Far East (MSCFE) for those ships layberthed in Japan will observe and evaluate RRF test activations and sea trials. A grade of Satisfactory will be awarded when a RRF ship completes the test activation on or before the readiness time frame and is declared ready for sea.

(2) Following the activation, the Surge representatives or MSCFE will submit to COMSC (PM5) via cc:Mail or fax:

(a) within 5 days after the ship is accepted as RFS, a “quick look” report in the format provided as enclosure (2), and

(b) within 15 days after completion of the operation, a narrative report on the ship’s operations and redelivery.

c. For Maintenance Activations. The MSC RRF Surge representatives or MSCFE will observe maintenance activations and sea trials when practicable. These observations are for familiarization with the ship status and not for the purpose of evaluation.
5. **Forms.** MARAD documentation will be used for all activations, sea trials and inspections. Liaison with MARAD is paramount to ensure observations are thorough and to avoid redundant testing.

C. R. BURCHELL  
Deputy Commander

Distribution:  
COMSCINST 5000.19  
List I  *(Case A, B)*  
SNDL 41B  *(Area Commanders)*
SAMPLE TRANSFER OF OPCON MESSAGE

FM MARITIME ADMIN WASHINGTON DC//MAR 613//
TO COMSC WASHINGTON DC//PM5//
      COMSCPAC OAKLAND CA//N3//
      COMSCFE YOKOHAMA JA//N3//

UNCLAS

MSGID/GENADMIN/ACTIVATION/001//

SUBJ/COMSC OPCON OF READY RESERVE SHIP (RRF) MV CAPE ISLAND//

REF/A/RMG/COMSC WASHINGTON DC 281833Z AUG 96

REF/B/TEL/MARAD AND COMSCPAC/10SEP96/0900Z//

AMPN/REF B IS PHONCON BTW MARAD MAR 613 AND COMSCPAC N3//

RMKS/1. REF A IS ACTIVATION ORDER OF MV CAPE ISLAND FOR PARTICIPATION IN
      EXERCISE FOAL EAGLE 97//

RMKS/2. MV CAPE ISLAND HAS SATISFACTORILY COMPLETED ACTIVATION AND IS
      READY FOR OPERATIONS. AS PER REF B, COMSCPAC ACCEPTED OPCON 100900Z
      SEP 96.

Enclosure (1)
RRF ACTIVATION QUICK LOOK REPORT FORMAT

TURBO ACTIVATION __-__

A. ROS/RRF readiness status at activation: (ROS4, ROS5, RRF10, RRF20)

B. Vessel type: (RO/RO, Breakbulk, OPDS, Tanker, Lash, Seabee, etc.)

C. Location: (layberth or site when activation is ordered)

D. Shipyard name/location: (where ship is activated or that provides assistance)

E. Actual time to activate: (days/hours)

F. Was activation completed on time?

G. C-status before/after activation to include list of all major equipment discrepancies: (C-1 to C-5)

H. Date last activated: (for operations, test or maintenance)

I. Date of last major repair/shipyard period:

J. Lessons learned: (Areas requiring improvement or which were successful and could improve the activation process)
APPENDIX "G"

DECLARATION OF INSPECTION PRIOR TO BULK CARGO TRANSFER
DECLARATION OF INSPECTION PRIOR TO BULK CARGO TRANSFER

RECEIVING UNIT

TIME

LOCATION

DELIVERING UNIT

Federal regulations require that the following inspections and activities be executed by the persons in charge (PICs) of oil transfer operations. The items are listed in 33 CFR 156.120 (a) — Requirements for Oil Transfer, and parts of 46 CFR 25. Operations:

(This DOJ refers to other parts of 33 CFR. Copies of these parts appear on the back of this form.)

1. RED WARNING SIGNS AND SIGNALS (35.30-1(b)(c)) — must be displayed and visible from all points around the vessel. At night, when transferring at anchor, the red light will not be displayed.
2. FIRES, FLAMES, SMOKING, AND MATCHES (35.30-5(b)(c)(d)(e)) — if permitted, must be managed so vapors from Grades A, B, or C cargo do not reach them. Smoking areas must be designated, supervised, and found safe.
3. REPAIR WORK (35.35-20(b)) — repair work in the way of any cargo spaces must be approved by the PIC.
4. VESSELS COMING AND/OR REMAINING ALONGSIDE (35.35-42(a)(b)) — must have the approval of the PICs during transfers of Grades A, B, or C cargo.
5. THE MOORING [156.120 (a)] — must ensure the safety of the vessel and the transfer device through all conditions of tide and weather.
6. THE TRANSFER DEVICE [156.120 (b)(c)(d)(e)(f)(g)(h)] — must, when connected, be under no strain with the vessel at the limits of its movement properly supported, must meet the requirements of 154.595, be blanketed when not used, and be connected to fixed piping or be equipped with an automatic back pressure shutoff nozzle.
7. THE TRANSFER SYSTEMS [156.120 (a)(i)] — must be aligned to permit the flow of product and closed or blanked off when not in use, as set forth in 154.120 and 155.005.
8. THE OVERBOARD DISCHARGE/SEA SUCTIONS [156.120 (h)(i)] — must be closed, lashed, and sealed during the transfer.
9. SCUPPERS AND DRAINS [156.120 (n)] — must be mechanically closed as required by 155.310.
10. THE CONNECTIONS [156.120 (k)(l)] — must be leak free, except packing glands may leak, providing the leakage does not exceed permitted and meets requirements of 156.120.
11. DISCHARGE CONTAINMENT [156.120 (m)(n)] — must be available or deployed, as applicable, as required in 154.545, and ship pans or drain tanks will be in place as required in 155.310.
12. MONITORING DEVICES [156.120 (l)] — must be in place and operable as required by 154.525.
13. COMMUNICATIONS [156.120 (q)] — must be maintained throughout the transfer operations as required by 155.785.
14. THE EMERGENCY SHUTDOWN [156.120 (w)] — must be tested and found operable prior to starting the transfer and meet the requirements of 155.780.
15. THE PICs [156.120 (a)] — of the delivering and receiving units must be at the site of the oil transfer, immediately available to oil transfer personnel, have immediately available the operations manual or procedures manual as appropriate, and conduct the operation in a manner consistent with those documents.
16. SUFFICIENT PERSONNEL [156.120 (a)] — must be on duty and conduct the operation as instructed in the operations manual or transfer procedures.
17. LANGUAGE(S) USED [156.120 (v)] — must be common to both PICs or an interpreter available at the transfer site who fluently speaks both languages.
18. AGREEMENT TO BEGIN TRANSFER [156.120 (x)] — must be reached by the PICs, and both of them must sign both DOs prior to commencement of the transfer.
19. THE LIGHTING [156.120 (y)] — must meet the requirements in 155.790 between sunset and sunrise.
20. PRE-TRANSFER CONFERENCE [156.120 (a)] — must take place prior to the transfer and include discussion of:
   (a) The products to be transferred
   (b) The sequence of transfer operations**
   (c) The name, title, and location of persons taking part in the transfer
   (d) The critical details of both systems
   (e) The critical stages of the transfer operation
   (f) The federal, state, and local regulations that apply to oil transfer operations
   (g) Emergency procedures for both systems
   (h) Discharge containment procedures
   (i) Discharge reporting procedures
   (j) Watch and shift change arrangements
   (k) Transfer shutdown procedures

21. THE TRANSFER RATE [156.120 (w)(3)] — the delivering unit may adjust to discharge pressure.

(Note: A DELIVERING BARGE CANNOT GUARANTEE A SPECIFIC TRANSFER RATE.)

**PRODUCT TRANSFER SEQUENCE

<table>
<thead>
<tr>
<th>PRODUCT</th>
<th>QUANTITY</th>
<th>PSI</th>
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Delivering PICs

Receiving PICs

Form 020-091 (Rev. 7/92)
33 CFR 156.120—Declaration of Inspection
(a) No person may transfer oil to or from a vessel unless each person in charge, designated in 33 CFR 154.110(d) of this chapter, has filled out and signed the declaration of inspection described in paragraph (c) of this section.

(b) No person in charge may sign the declaration of inspection unless he or she has determined by inspection, and indicated by imprinting in the appropriate space the declaration of inspection form that the facility or vessel, as appropriate, meets 156.120.

(c) The declaration of inspection may be in any form but must contain at least:

(1) The name or other identification of the monitoring vessel or monitoring facility and receiving vessel or facility
(2) The address of the facility or location of the transfer operation
(3) The date the transfer is started
(4) A list of the requirements in 156.120 with space for the form signing, signature and title of each person in charge during oil transfer operations on the monitoring vessel or facility and space for the date, time, form signing, signature, and title of each person in charge during oil transfer operations on the receiving facility or vessel
(5) The form of the declaration of inspection used to prepare the declaration of inspection requirements under 46 CFR 155.37-30
(6) The vessel and facility personnel who have a specified copy of the declaration of inspection available for inspection by the COPP during the oil transfer operation.

(d) The operators of each vessel and facility engaged in an oil transfer operation shall retain a signed copy of the declaration of inspection on board the vessel or at the facility for a least one month from the date of signature.

156.120—Facility Examinations
(a) The facility operator shall allow the Coast Guard, at any time, to inspect all personnel and shall permit, upon request, any person to determine compliance with this part and part 156, as applicable. The facility operator shall allow required testing of facility equipment in a manner acceptable to the Coast Guard.

(b) The COPP may require the facility operator to submit a written report of the findings of the examination for the second required by 334.34(a) and shall list the deficiencies in the report when the facility is in non compliance with the requirements in this part and Part 156 of this chapter.

156.305—Closure Devices
(a) Each end of each transfer hose, oil board which is not connected for the transfer of oil must be blanked off with butterfly valves, swingable or equivalent valve devices. Blank flanges, or other means acceptable to the COPP or OCMC.

(b) No new hose or exempt from the requirements in paragraph (a) of this section.

153.318—Cargo Oil Discharge Containment
(a) An oil tanker with a capacity of 250 or more barrels that is carrying cargo oil shall:
   (1) Under no condition shall each oil loading manifold and each oil discharge manifold, a blanking or enclosed deck area, or, at conditions of stop list or mix encountered during the loading or discharging operations, have a capacity of at least:
      (i) One half barrel if it serves one or more hoses with an inside diameter of 2 inches or less, or one or more manifolds with an inside diameter of 3 inches or less
      (ii) One barrel if it serves one or more hoses with an inside diameter of 3 inches but less than 4 inches
      (iii) Two barrels if it serves one or more hoses with an inside diameter of 4 inches but less than 6 inches
      (iv) Four barrels if it serves one or more hoses with an inside diameter of 6 inches or more
   (2) Shall not be less than 12 inches in diameter
   (3) Have a usable volume of 6 cubic feet or more
   (4) Be constructed and equipped in such a manner as to minimize the discharge of oily water into the air environment, these discharge oils shall be returned to the receiving vessel.

(b) A tanker with a capacity of 250 barrels or more is not required to install oil spill containment systems that are used in the normal course of operations.

156.130—Connection
(a) Each person who makes a connection for oil transfer operations shall:
   (1) Use suitable metal to pipe fittings and couplings to ensure a leak-
APPENDIX "H"

EMERGENCY PURCHASES
Appendix “H”

12.0 Mission Essential and Emergency Repairs: Foreign and domestic

12.1 Mission Essential and Emergency Repairs – Definitions

12.1.1 Mission essential repairs are defined as repairs necessary to support a No-Notice Activation, or repairs necessary to prevent or correct unanticipated change in a ship’s readiness status to C-3 or C-4.

12.1.2 An emergency is any action that is needed to protect or prevent the loss of life, limb, or property.

12.2 Mission Essential Repair: General Policy

The SM shall notify the MARAD COTR or ACOTR (verbal or written) ASAP and at a minimum:

12.2.1 Define the intended work in as much detail as possible.

12.2.2 Develop an estimate of cost, and an initial not to exceed value.

12.2.3 Make all attempts possible to obtain competition, given the circumstances.

12.2.4 Obtain fixed price rates for subcontracted labor (to include straight time and overtime) fully burdened material, mutually acceptable terms and conditions.

12.2.5 Recommend project start and completion dates.

12.2.6 Obtain written authorization to begin work, in the form of an OF 347, TO, from the ACO. In the event of an emergency, ACO can provide verbal authorization to proceed, citing the appropriate TO that ensures funds are available for subcontract work.

12.3 Mission Essential Repairs inside the United States

12.3.1 The Ship Manager shall comply with the policies of 12.2 above and all appropriate aspects of its MARAD approved procedures.

12.3.2 All appropriate flow down clauses shall be used.
Appendix “H”

12.4 Mission Essential Repairs Outside the United States

12.4.1 MARAD has been granted authority to waive the flow down clauses required by FAR Part 44 for all non-commercial subcontract repairs accomplished in foreign ports. There are no flow down clauses for commercial item repairs. The requirements of 12.2 above, shall be followed as far as possible, given the circumstances. In all instances, the Ship Manager’s approved procedures shall be followed.

12.4.2 Data elements required by PAS (TE-1, Section 11) are required to be reported on in emergency or mission essential repairs. NOTE: The use of PAS software is discretionary unless specifically directed by MARAD.

12.5 Planned Repairs Outside the United States

12.5.1 Aside from the waived flow down clauses of FAR Part 44 noted above, the Ship Manager shall conduct planned foreign repairs (e.g. pre-positioned vessels) in accordance with all other aspects of Part 12.2 and its MARAD approved procedures. Data elements required by PAS (TE-1, Section 11) shall be reported.

12.6 Emergency

12.6.1 The Ship Manager is authorized to take whatever action is deemed necessary to protect, or prevent the loss of life, limb, or property.