DECK CADET ON BOARD

Training Workbook

ON BOARD TRAINING WORKBOOK

FOR DECK CADET ON BOARD SHIPS 500 GROSS TONNAGE OR MORE

In Compliance of the required output of the Training Record Book & Task and Sea Projects

CADET PERSONAL INFORMATION

Name: _____

Home: _____

_____

Birth (date): _____ (Place): _____

Email: _____ **Mobile**: _____

CADET SCHOOL INFORMATON

MHEI: **UNIVERSITY OF CEBU** - **Maritime Education and Training Center**

Address: Alumnus Mambaling, Cebu City 600, Philippines

ON BOARD TRB CN: _____ TRBJ CN: _____SIRB No.: _____

School ID No.: _____Passport Number: _____SRC Number: _____

Date Recognized: _____Batch (Year): _____ (Name) _____

CADET ON BOARD TRAINING INFORMATION

VSL	VESSEL NAME	FLAG	GRT	COMPANY/AGENCY	SIGN ON	SIGN OFF	NAME OF MASTER
1st							
2nd							
3rd							
4th							
5th							
6th							

ON BOARD TRAINING WORKBOOK

FOR DECK CADET ON BOARD SHIPS 500 GROSS TONNAGE OR MORE

INTRODUCTION

PURPOSE

The purpose of this On Board Training Workbook for Engine Cadets is to ensure that cadets On Board Training Record Books data, are properly documented by means of outputs on this Workbook, in conjunction with the records written on Training Record Book Journal, as outputs completed this workbook shall also be reflected on the journal.

Given that this Workbook should be subject to close scrutiny by the Masters/Chief engineers of the ships on which the cadet serves, by the cadet's designated on board training officers and the shipping company.

This WORKBOOK WILL evaluated by the UNIVERSITY OF CEBU, Maritime Education and Training Center as one of the documentary evidence in accomplishing the requirements of the On Board Training Record Book, issued by the School.

ON BOARD TRAINING WORKBOOK CONTENTS

ON BOARD TRAINING

WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

FUNCTION: N A V I G A T I O N

AT THE OPERATIONAL LEVEL

OUTPUTS

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

THE VOYAGE INSTRUCTION

Instruction:

1. Paste a COPY of the actual Voyage Instruction below (Picture or, photocopy) if it is available;
2. If item 1 (above) is NOT, accessible. Fill up the Information below:

SHIP'S DETAILS (FOR PASSAGE PLANNING PURPOSES ONY)

1. Name of Vessel: _____
2. Type of Vessel : _____
3. Port of Registry: _____
4. Gross Tonnage : _____
5. Deadweight : _____
6. DRAFT:
   FWD MAX (summer): _____
   AFT MAX (summer): _____
   FWD MAX (Winter) : _____
   AFT MAX (winter) : _____
   Sailing Draft: FWD :_____ AFT:_____
7. Sea Speed :_____
8. Service Speed : _____

VOYAGE DETAILS

1. Departure Port : _____
2. Destination Port : _____
3. CARGO : _____
4. TYPE : _____

COMPETENCY	1 – PLAN AND CONDUCT PASSAGE AND DETERMINE POSITION
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**1 – Passage Planning**
TRB Reference	**1.1, 1.2, and 1.3**

Output Objectives

After the completion of this activity, YOU WILL be able to:

1. Transfer at least two (2) Passage Plan Data (Information) from your ship's actual Voyages, using the student/cadet passage planning forms included on this TRB Training Workbook.
   1.1 Use form 01-00 Passage Planning Publication;
   1.2 Use form 02-00 Passage Planning Sheet;
   1.3 Use form 03-00 Passage Planning Notes;
   1.4 Use form 04-00 Passage Planning Risk Assessment Management (Read instruction below the table).
2. Calculate Distances and ETA's on each waypoint and arrival port; (show your solutions)
3. Accomplish the Passage Planning forms with solutions, diagram, illustration and pictures (Use the blank portion of pages of your TRB workbook).
4. Compare and Contrast the workbook forms and actual ship's passage planning forms;
5. Write your reflection on the activity

Instructions:

1. Read Passage Planning Task Form;
2. Transfer at least 2 Passage Planning Information from your ship's actual voyage;
3. Use the forms (3 Sets) included on this workbook;
   NOTE: If any data is missing in the forms, fill-it up as appropriate.

Outputs Standards:

1. Transfer at least two (2) Passage Plan Data (Information) from your ship's actual Voyages, using the student/cadet passage planning forms included on this TRB Training Workbook
   1.1 Fill up Form PP 01-00 – Passage Publications
   1.2 Using an average speed of 12 knots: Fill up form 02-00 – Passage planning sheet;
   1.3 Fill up form 03-00 Passage Planning Notes;
   1.4 Use form PP 04-00 – Passage Plan Risk Assessment Management form;

2. Calculated Distances and ETA's on each waypoint and arrival Port with solution;
   2.1 At the back pages of the planning forms, solution are shown

3. Accomplished Passage planning forms with solutions, diagram, illustration and pictures.
   3.1 Filled-up form 01-00 Passage Planning Publication;
   3.2 Filled-up form 02-00 Passage Planning Sheet;
   3.3 Filled-up form 03-00 Passage Planning Notes;
   3.4 Filled-up form 04-00 Passage Planning Risk Assessment Management

4. Output for Objectives 4 shall have the following requirements:

COMPETENCY	**1 – PLAN AND CONDUCT PASSAGE AND DETERMINE POSITION**
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**1 – Passage Planning**
TRB Reference	**1.1, 1.2, and 1.3**

4.1 NOT less than Five Hundred words HANDWRITTEN at the space provided at back of the TRB Workbook;
4.2 Signed by the On-Board Training Officer/In-charge/Master.

5. Output for Objectives 4 shall have the following requirements:
5.1 NOT less than Five Hundred words HANDWRITTEN at the space provided at back of the TRB Workbook;
5.2 Signed by the On-Board Training Officer/In-charge/Master.

PASSAGE PLANNING TASK FORM

NOTE *: During completion of each task, fill in the relevant section of the Passage Planning Checklist*

NO.	TASK	WHAT NEEDS TO BE DONE
1	Destination	Confirmed the name of the destination port along with Latitude and Longitude coordinates.
2	Route	As given in the task, lay-off the course on a small scale charts.
3	Distances	This can be done and extracted from the courses drawn on small scale charts.
4	Company, Masters and Charterers instructions	Refer to manual, voyage instruction.
5	General information	Refer to publications and take notes at least for the items identified in “Bridge Passage Planning Notebook”.
6	Cargo Ship information	See UKC (Under-Keel-Clearance) for the entire passage.
7	Largest scale charts for the voyage	Select appropriate large scale chart. Once chart are selected, fill in the relevant part of the ridge Passage Planning Notebook.
8	Predicted areas of danger	Determine and marked NO-GO areas (Danger areas).
9	Courses	Lay down the course line. Use standard symbols and abbreviations. (Chartwork Legends).
10	Hazard and additional information	Write information on the chart. Additional information, such as notice to the engine room, can be included on the chart, don’t forget to write the reasons for the notice to engine room.
11	Risk Assessment	Fill in risk assessment forms.
12	Bridge Team Management	Identify areas where watches need to be update (additional watchkeeper needed), or Hand Steering is required and additional lookouts are needed. Mark on the chart and in “Bridge Notebook”.
13	Monitor the Ship’s progress	Once the ship start to follow the plan, ensure every OOW follows it.

NOTES

PASSAGE PLAN VOY #_____
PUBLICATIONS

ADMIRALTY CHART CATALOGUE OR OTHER

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PASSAGE PLAN VOY # _____
PUBLICATIONS

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PASSAGE PLAN VOY #_____
PUBLICATIONS

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REMARKS

STUDENT/CADET PASSAGE PLANNING SHEET

Vessel Name : _____ **Voyage No : _____** **From: _____** **To: _____** **Berth no :_____**	**Prepared by: _____** **(Navigation Student/Cadet}** **Checked by: _____** **(Onboard Training Officer/Master)** **Date : _____** **OOW1_____** **OOW2 _____**	**References: (*Write Vol. No. & pages No. for quick reference)*** **Publication Correction: Date _____ ANM No. ____ WK ___** **Sailing Direction : _____** **ALRS: _____** **ATT : _____** **ALL : _____** **Ocean Passages: _____** **NAVTEX Stations: _____VHF Channels : _____**	**Page _____of_____** **Draft FWD ____** **Draft AFT ____**

CHARTS		WAYPOINTS		COURSE	Speed / Engine Order	Distance & Time to GO				Min. Depth	Parallel Index / Reference Mark / CIR	WO / Reference Mark / Bearing & Range	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
						Next Waypoint		Total					Freq. Min.	1st	2nd	Set & Rate	
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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FUNCTION: Navigation at the Operational Level

REF. TRB C1 Plan and Conduct a Passage and Determine Position

CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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						Next Waypoint		Total			Reference Mark	Reference Mark					
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Distance	Time	Distance	Time		CIR	Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
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Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

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Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

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WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

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WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

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WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
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Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
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WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
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WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
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√	PASSAGE PLAN APPRAISAL FAMILIARIZATION CHECKLIST
Have navigation charts been selected from chart catalogue, including:	
	Appropriate scale charts for ocean passages
	Large scale charts for coastal waters
	Planning charts
	Routeing, climatic, pilot and loadline zone charts
Have publications been selected, including:	
	Sailing Directions and pilot books
	Light lists/radio signals
	Guides to port entry
	Tide tables and tidal stream atlas
Have all navigation charts and publications been corrected up to date, Including:	
	The ordering of new charts/publications, if necessary
	Notices to mariners
	Local area warnings
	NAVAREA navigational warnings
Have the following been considered?	
	ship's departure and arrival draughts together with any restrictions on under keel clearance due to squat
	ship's cargo and any special cargo stowage/carriage restrictions
	If there are any special ship operational requirements for the passage
Have the following been checked?	
	Planning charts and publications for advice and recommendations on route to be taken
	Climatological information for weather characteristics of the area
	Navigation charts and publications for landfall features
	Navigation charts and publications for Ships' Routeing Schemes, Ship Reporting Systems and Vessel Traffic Services (VTS)
	Has weather routeing been considered for passage?
Have the following preparations been made for port arrival?	
	Navigation charts and publications studied for pilotage requirements
	Ship-to-Shore Master/Pilot Exchange form prepared
	Pilot Card updated
	Port guide studied for port information including arrival/berthing restrictions
Other Checks	

Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

THE VOYAGE INSTRUCTION

Instruction:

1. Paste a COPY of the actual Voyage Instruction below (Picture or, photocopy) if it is available;
2. If item 1 (above) is NOT, accessible. Fill up the Information below:

SHIP'S DETAILS (FOR PASSAGE PLANNING PURPOSES ONY)

1. Name of Vessel: _____
2. Type of Vessel : _____
3. Port of Registry: _____
4. Gross Tonnage : _____
5. Deadweight : _____
6. DRAFT:
   FWD MAX (summer): _____
   AFT MAX (summer): _____
   FWD MAX (Winter) : _____
   AFT MAX (winter) : _____
   Sailing Draft: FWD :_____ AFT:_____
7. Sea Speed :_____
8. Service Speed : _____

VOYAGE DETAILS

1. Departure Port : _____
2. Destination Port : _____
3. CARGO : _____
4. TYPE : _____

PASSAGE PLAN VOY #_____
PUBLICATIONS

ADMIRALTY CHART CATALOGUE OR OTHER

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PASSAGE PLAN VOY # _____
PUBLICATIONS

ADMIRALTY CHART CATALOGUE or OTHER

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SAILING DIRECTIONS

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PASSAGE PLAN VOY #_____
PUBLICATIONS

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SAILING DIRECTIONS

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REMARKS

STUDENT/CADET PASSAGE PLANNING SHEET

Vessel Name : _____ **Voyage No : _____** **From: _____** **To: _____** **Berth no :_____**	**Prepared by: _____** **(Navigation Student/Cadet}** **Checked by: _____** **(Onboard Training Officer/Master)** **Date : _____** **OOW1_____** **OOW2 _____**	**References: (*Write Vol. No. & pages No. for quick reference)*** **Publication Correction: Date _____ ANM No. ____ WK ___** **Sailing Direction : _____** **ALRS: _____** **ATT : _____** **ALL : _____** **Ocean Passages: _____** **NAVTEX Stations: _____VHF Channels : _____**	**Page _____of_____** **Draft FWD ____** **Draft AFT ____**

CHARTS		WAYPOINTS		COURSE	Speed / Engine Order	Distance & Time to GO				Min. Depth	Parallel Index / Reference Mark / CIR	WO / Reference Mark / Bearing & Range	Position Fixing			Current Tidal Stream / Set & Rate	Master's Instructions/Hazard/ Weather Contingencies (Remarks
						Next Waypoint		Total					Freq. Min.	1st	2nd		
NO	DATUM	NO	LATITUDE LONGITUDE			Distance	Time	Distance	Time								
			Lat.														
			Long.														
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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CHARTS		WAYPOINTS		COURSE	Speed	Distance & Time to GO				Min. Depth	Parallel Index	WO	Position Fixing			Current Tidal Stream	Master's Instructions/Hazard/ Weather Contingencies (Remarks
NO	DATUM	NO	LATITUDE LONGITUDE		Engine Order	Next Waypoint		Total			Reference Mark CIR	Reference Mark Bearing & Range	Freq. Min.	1st	2nd	Set & Rate	
						Distance	Time	Distance	Time								
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Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

Student/Cadet Passage Planning Notebook	PORT	FROM:	DATES	Departure:	Voyage #_____
		TO:		Arrival:	Sheet # _____

WPT. _____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT.____ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----
WPT. ___ Lat ..... Long ..... To WPT. ____ Lat ..... Long	Coast Features for Position Fixing	(Your own notes, on General Navigation of the Vessel) .... -----

PASSASGE PLANNING RISK ASESSMENT

Risk Assessment number:
For Passage from: _____ to : _____
On Voyage from : _____ to : _____
Date : _____ Assessed by : _____

Hazard: _____
_____
Risk : _____
_____

Risk Assessment

Severity of Hazard				*Likelihood of Harm*			*Risk Level*
	5	Very High			5	Very Likely	
	4	High			4	Likely	
	3	Moderate			3	Quite Possible	
	2	Slight			2	Possible	
	1	Nil			1	Nil	

Control Measures

_____
_____
_____
_____
_____

Reassessment of Risk with Control Measures:

Severity of Hazard				*Likelihood of Harm*			*Risk Level*
	5	Very High			5	Very Likely	
	4	High			4	Likely	
	3	Moderate			3	Quite Possible	
	2	Slight			2	Possible	
	1	Nil			1	Nil	

Level	*Rating*	*Action*
1-5	Trivial	No further action required.
6-10	Tolerable	Monitoring required to ensure that the controls are maintained.
11-15	Moderate	Efforts to reduce risk required with attention to allocation of resources and amount of time required for reducing risk.
16-20`	Substantial	Ship cannot proceed on passage without reducing the risk. Allocation of resources and time can increase to very high amount of ship may proceed on voyage one risk have been reduced.
21-25	Intolerable	Passage cannot be continued even with unlimited resources.

√	PASSAGE PLAN APPRAISAL FAMILIARIZATION CHECKLIST
Have navigation charts been selected from chart catalogue, including:	
	Appropriate scale charts for ocean passages
	Large scale charts for coastal waters
	Planning charts
	Routeing, climatic, pilot and loadline zone charts
Have publications been selected, including:	
	Sailing Directions and pilot books
	Light lists/radio signals
	Guides to port entry
	Tide tables and tidal stream atlas
Have all navigation charts and publications been corrected up to date, Including:	
	The ordering of new charts/publications, if necessary
	Notices to mariners
	Local area warnings
	NAVAREA navigational warnings
Have the following been considered?	
	ship's departure and arrival draughts together with any restrictions on under keel clearance due to squat
	ship's cargo and any special cargo stowage/carriage restrictions
	If there are any special ship operational requirements for the passage
Have the following been checked?	
	Planning charts and publications for advice and recommendations on route to be taken
	Climatological information for weather characteristics of the area
	Navigation charts and publications for landfall features
	Navigation charts and publications for Ships' Routeing Schemes, Ship Reporting Systems and Vessel Traffic Services (VTS)
	Has weather routeing been considered for passage?
Have the following preparations been made for port arrival?	
	Navigation charts and publications studied for pilotage requirements
	Ship-to-Shore Master/Pilot Exchange form prepared
	Pilot Card updated
	Port guide studied for port information including arrival/berthing restrictions
Other Checks	

Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

COMPETENCY 2	MAINTAIN A SAFE NAVIGATIONAL WATCH
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**BRIDGE STANDARD PROCEDURES**
TRB Reference	**C 2.1 to 2.5**

Output Objectives

After the completion of this activity, YOU WILL be able to:

1. Compare and Contrast the various familiarization checklist on the TRB Workbook and your vessel equivalent documented procedures;
2. Outline the contents of Master's Standing Order;
3. Outline the contents of the Masters Night Order Book;
4. Describe the duties and responsibilities of the OOW based on your observation during your watch;
5. Describe: How the OOW, responded to the following navigational situations, based on your observation:
   5.1 Head-On;
   5.2 Crossing vessel (Starboard) and (Port);
   5.2 Overtaking Vessel (Starboard) and (Port);

Instructions:

1. Read Bridge Master's Standing Order, Master's Night order book;
2. Observe the action & behaviour of your officer on different situation;
3. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
4. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 2	MAINTAIN A SAFE NAIGATIONAL WATCH
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	BRIDGE STANDARD PROCEDURES
TRB Reference	C 2.1 to 2.5

COMPETENCY 3	USE RADAR OR ARPA TO MAINTAIN SAFETY OF NAVIGATION
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**RADAR & ARPA SIT-UP PROCEDURES**
TRB Reference	**C 3.1 to 3.6**

Output Standard

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures on setting up an RADAR or ARPA;
2. Outline the procedure for fixing position using range and range and Range and Bearing method using RADAR or ARPA;
3. Outline the procedure for setting up RADAR or ARPA for collision avoidance;

Instructions:

1. Read Radar and ARPA Manuals;
2. Observe the action & behaviour of your officer when setting RADAR and ARPA;
3. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
4. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 3	USE RADAR OR ARPA TO MAINTAIN SAFETY OF NAVIGATION
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	RADAR & ARPA SIT-UP PROCEDURES
TRB Reference	C 3.1 to 3.6

COMPETENCY 4	USE ECDIS TO MAINTAIN SAFETY OF NAVIGATION
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**ECDIS SIT-UP PROCEDURES**
TRB Reference	**C. 4.1 to 4.3**

Output Standard

1. Outlined the procedures on setting up an ECDIS, based on your experience onboard;
2. Outlined the advantage and limitation of ECDIS.

Instructions:

1. Read ECDIS Manuals;
2. Observe the action & behaviour of your officer when setting up an ECDIS;
3. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
4. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 4	USE ECDIS TO MAINTAIN SAFETY OF NAVIGATION
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	ECDIS SIT-UP PROCEDURES
TRB Reference	C. 4.1 to 4.3

COMPETENCY 5	RESPOND TO EMERGENCIES
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**RESPONDING EMERGENCIES ON BOARD**
TRB Reference	**C. 5.1 TO 5.3**

Output Standard

1. Describe each of the following emergency response exercise of your vessels;
   1.1 Heavy Weather Damage
   1.2 Collision
   1.2. Rescue or recovery of casualty/survivor in the water'
   1.3 Person Overboard;
   1.4 Shipboard Oil pollution incident;
   1.5 Steering Failure;
   1.6 Main Engine Failure;
   1.7 Power Failure;
   1.8 Security alert
2. Outline the necessary action when emergency arise in port as follows:
   2.1 Fire
   2.2 Pollution

Instructions:

1. Read your vessels safety Manuals;
2. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
3. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 5	RESPOND TO EMERGENCIES
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	RESPONDING EMERGENCIES ON BOARD
TRB Reference	C. 5.1 TO 5.3

COMPETENCY 6	RESPOND TO A DISTRESS SIGNALS AT SEA
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**RESPONDING DISTRESSS SIGNALS AT SEA**
TRB Reference	**C. 6.1 TO 6.3**

Output Standard

1. Outlined the necessary action upon receiving a distress signal at sea:
2. Outlined each procedure of each necessary action in item 1.

Instructions:

1. Read your vessels safety Manuals;
2. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
3. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 7	USE OF IMO SMCP & USE ENGLISH IN WRITTEN & ORAL FORM
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**USING IMO STANDARD MARITIME COMMUNICATION PHRASES**
TRB Reference	**C. 7**

Output Standard

1. Outlined the IMO Standard Helm Command, to include the following:
   1.1 Command of the OOW
   1.2 Meaning
   1.3 Response of the Helmsman

Instructions:

1. Read Standard Maritime Communication Phrases handbook;
2. Ask your OOW for advice or pointers, do not hesitate to ask questions or show your required activity.
3. If need more space to write, use the back page of this workbook

Answers:

COMPETENCY 8	TRANSMIT AND RECEIVE INFORMATION BY VISUAL SIGNALLING
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**TRANSMITING AND RECEIVING INFORMATION BY VISUAL SIGNALLING**
TRB Reference	**TASK 8.1 & 8.2**

Output Standard:

After the completion of this activity, YOU WILL be able to:

1. Draw the CODE FLAG of each Letter given on Column 2, with Phonetic Alphabet and International Code, Meaning and the Morse Code;
2. Draw the Two-Letter Flag Signals, given on Column 2, with Phonetic Alphabet and International Code, Meaning and the Morse code.

Instructions:

1. Read the publication International Code of Signal ;
2. Read the Ship Safety Manual;
3. Observe the action & behaviour of your officer when usin` the flag for visual signaling
4. Ask your OOW's for advice or pointers, do not hesitate to ask questions or show your required activity.

CODE FLAG (Draw the Code Flag in Color)	LETTER	PHONETIC ALPHABET	INTERNATIONAL CODE (Meaning)	MORSE CODE
	A			
	B			
	C			
	D			

	E			
	F			
	G			
	H			
	I			
	J			
	K			
	L			

	M			
	N			
	O			
	P			
	Q			
	R			
	S			
	T			

	U			
	V			
	X			
	Y			
	Z			
	1			
	3			
	4			

	5			
	6			
	7			
	8			
	9			
	0			
	1st Sub.			
	2nd Sub.			

	3rd Sub.			
	Answering Pedant			
TWO-LETTER FLAG SIGNALS				
CODE FLAG (Draw the Code Flag in Color)	**LETTER**	**PHONETIC ALPHABET**	**INTERNATIONAL CODE (Meaning)**	MORSE CODE
	KJ			
	IR			
	RY			
	YG			
	MC			

	NC			
	GW			
	TI			
	With "T"			
	NE2			

COMPETENCY 9	MANEUVER THE SHIP
ACTIVITY, TRB REFERENCE, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**MANEUVERING THE SHIP**
TRB Reference	**TASK 9.1 & 9.2**

Output Standard:

After the completion of this activity, YOU WILL be able to:

1. Insert a copy of the maneuvering Information of your vessel;
2. Insert a copy the Turning Circle of your vessel;
3. Outline the operation and limitation of you ship's steering gear;
4. Describe the rate of turn of your vessel at different speed and water depths;
5. Outline the proper berthing procedure;
6. Outline the proper anchoring procedure.

Instructions:

1. While on bridge watchkeeping duty, study locate the maneuvering information of your vessel and study it;
2. Observe the behaviour of your ship while maneuvering;
3. Ask your OOW's or Master for advice or pointers, do not hesitate to ask questions or show your required activity.

Insert the Maneuvering Characteristics of your Vessel

Turning Circle

Outline the operation and limitation of you ship's steering gear

Describe the rate of turn of your vessel at different speed and water depths

Outline the proper berthing procedure
Outline the proper anchoring procedure.

ON BOARD TRAINING

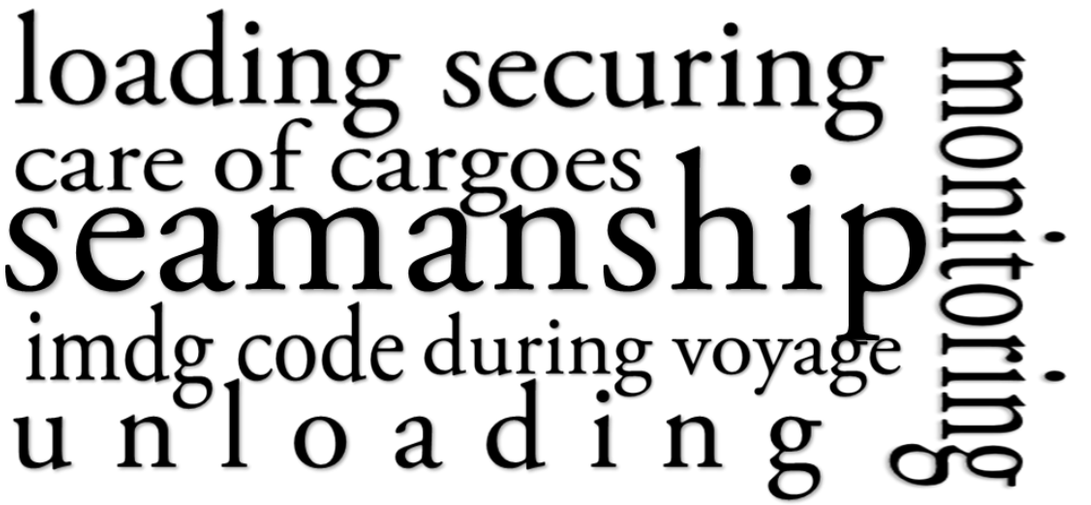
WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

FUNCTION: CARGO HANDLING & STOWAGE

AT THE OPERATIONAL LEVEL



OUTPUTS

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

COMPETENCY 10	MONITOR THE LOADING, STOWAGE, SECURING, CARE DURING THE VOYAGE
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F2- 10**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures or measures that are implemented on board your vessel to ensure monitoring of Loading, Stowage, Securing and Care of cargo during voyage;
2. Write a brief description of each "procedures";

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 10	MONITOR THE LOADING, STOWAGE, SECURING, CARE DURING THE VOYAGE
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F2- 10**
Continuations:	

ON BOARD TRAINING

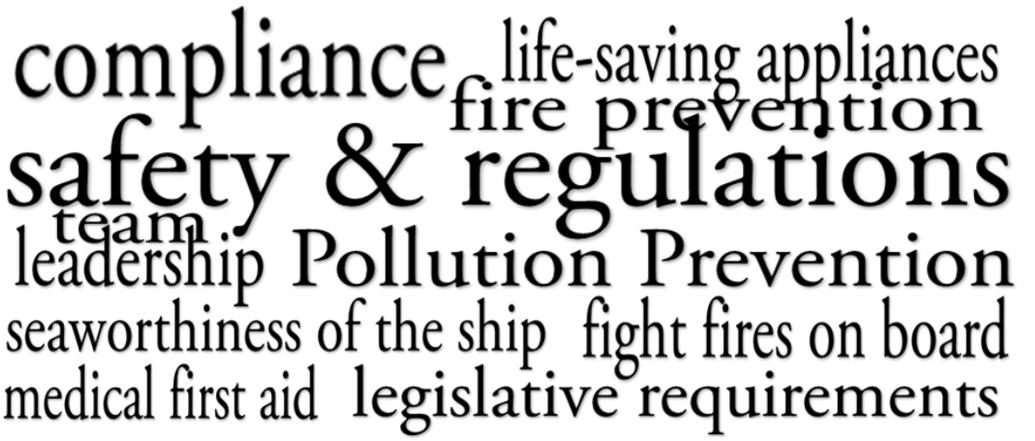
WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

FUNCTION: CONTROLLING THE OPERATION OF SHIP & CARE FOR PERSONS ONBOARD

AT THE OPERATIONAL LEVEL



OUTPUTS

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

COMPETENCY 14	ENSURE COMPLIANCE WITH THE POLLUTION PEREVENTION REQUIREMENTS
ACTIVITY, MARPOL , INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- 14.1**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the "proactive measures" that is implemented on board your vessel to ensure protection of the marine environment;
2. Write a brief description of each "proactive measures";

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the MARPOL activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 15	MAINTAIN SEAWORTHINESS OF THE SHIP
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C15**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Describe the practical application on how to maintain the seaworthiness of the ship;
2. **Include sample activity, measures or procedures.**

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 16	PREVENT, CONTROL & FIGHT FIRES ON BOARD
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C16**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures or measure onboard use, to prevent, control & fight fires on board;
2. Include sample activity, measures or procedures.

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 17	OPERATE LIFE SAVING APPLIANCE
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C17**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures on how to operate a lifesaving appliance on board;
2. Include sample activity, firefighting appliance only, measures or procedures.

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 18	APPLY MEDICAL FIRST AID ON-BOARD SHIP
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C18**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures on how to apply medical first aid onboard;
2. Include sample activity, measures or procedures.

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 19	MONITOR COMPLIANCE OF LEGISLATIVE REQUIREMENTS
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C19**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures and measures to monitor ship's compliance to legislative requirements onboard;
2. Include sample activity, measures or procedures.

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

COMPETENCY 20	APPLICATION OF LEADERSHIP & TEAMWORKING SKILLS
ACTIVITY, INSTRUCTIONS & OUTPUTS OBJECTIVES & STANDARDS	
ACTIVITY	**WRITTEN REPORT**
TRB Reference	**F3- C20**

Output Standards

After the completion of this activity, YOU WILL be able to:

1. Outline the procedures and measures onboard that will ensure leadership & team workings skills will be a culture onboard;
2. Include sample activity, measures or procedures.

Instructions:

1. Read the SMS, Safety Manuals and relevant manual of your vessel;
2. Write your answers on the space provided:
3. Pictures of the activity, drills and other information can be included on the answers.

Answer:

ON BOARD TRAINING

WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

SEA PROJECT OUTPUTS

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

Section 8	SEA PROJECTS OUTPUT
SEA PROJECTS OUTPUT, DRAWINGS, PROCEDURES/ILLUTRATIONS & REFLECTIONS	
OUTPUTS	**STANDARD SEA PROJECTS**
TRB Reference	**Section 8-Sea Projects**

Output Standards:

After the completion of this activity, YOU WILL be able to create Sea projects that are compliant to the output standard stated below:

1. Draw the longitudinal section through the center line of your ship;
2. Draw of the plan of the navigational bridge;
3. Draw a plan for each of the two other decks;
4. Write a short report describing the different aids to navigation carried on your ship;
5. Explain the role that ECDIS has and what plans are in place in the event that it fails;
6. On the deck plans drawn for Sea project 1C, Show the position by key letters of each type of life-saving and firefighting equipment;
7. List the key letters for lifesaving and firefighting equipment used in Sea Project 3A, along write a brief description of each item;
8. Draw a diagram of the bilge, double bottom, fore and after peaks, and other water ballast pipeline systems, indicating the positions of all valves. Briefly describe the pump(s) used
9. Write an account of a cargo loading operation in which you have taken part;
10. Draw, approximately to scale, a deck plan of your ship showing the position of fairleads, winches/capstans, and windlass highlight the particularly hazardous areas;
11. Write a brief description of a BERTHING operation involving your ship;
12. Write a brief description of a UNBERTHING operation involving your ship;

Instructions:

1. Read Section 8 of your ISF Training Record Book ;
2. Create your output based on the Standard written on the box below;
3. After every completion of each projects*, let your Training officer evaluate your output and ask for a signature.*
4. *Update Sections 3 and 4 of your Training Record Book Journal*

Date Started		**TITLE**	**SCALE DRAWINGS**: ***Longitudinal section through the center line of your ship showing and naming cargo hold (Tanks), bunker, ballast and all other compartments/spaces.***
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 1.A**

Date Started		**TITLE**	**SCALE DRAWINGS: A plan of the navigational bridge showing the position and the name of equipment**
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 1.B**

Date Started		**TITLE**	**SCALE DRAWINGS: A plan for each of the two other decks showing and naming accomodation, store rooms fire fighting equipment etc.**
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 1.C**

Date Started		**TITLE**	**NAVIGATION:** ***Write a short report describing the different aids to navigation carried on your ship.***
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 2.0** page 1

Date Started		**TITLE**	**NAVIGATION:** ***Explain the role that ECDIS has and what plans are in place in the event that it fails.***
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 2.0** page 2

Date Started		**TITLE**	**SAFETY:** ***On the deck plans drawn for Sea project 1C, Show the position by key letters of each type of life-saving and firefighting equipment.***
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 3A**

Date Started		**TITLE**	**SAFETY:** ***List the above key letters used in Sea Project 3A and alongside each one give a brief description of each item.***	
Completed		**SEA PROJECT**		
Name and Signature of the Training Officer:				**Ref: Sea Project 3B** page 2

Date Started		**TITLE SEA PROJECT**	**PIPELINE SYSTEMS:** ***Draw a diagram of the bilge, double bottom, fore and after peak, and other water ballast pipeline systems, indicating the positions of all valves. Briefly describe the pump(s) used. NOTE****: For cadets serving in ships other than tankers (use this page* ***for diagram****)*	
Completed				
Name and Signature of the Training Officer:				**Ref: Sea Project 4** page 1B

Date Started		**TITLE**	**PIPELINE SYSTEMS:** ***Draw a diagram of the bilge, double bottom, fore and after peak, and other water ballast pipeline systems, indicating the positions of all valves. Briefly describe the pump(s) used. NOTE****: For cadets serving in ships other than tankers (use this page* ***for diagram****)*
Completed		**SEA PROJECT**	
Name and Signature of the Training Officer:			**Ref: Sea Project 4** page 1B

Date Started		**TITLE SEA PROJECT**	**PIPELINE SYSTEMS:** ***Draw a diagram of the cargo pipeline system the pump room), indicating the position of all valves by colour code or other means to indicate their function. Briefly describe one of the cargo pumps. NOTE:*** *For cadets serving in tankers: (use this page* ***for diagram****)*
Completed			
Name and Signature of the Training Officer:			**Ref: Sea Project 4** page 1C

Date Started		**TITLE** **SEA PROJECT**	**PIPELINE SYSTEMS:** ***Draw a diagram of the cargo pipeline system the pump room), indicating the position of all valves by colour code or other means to indicate their function. Briefly describe one of the cargo pumps.***
Completed			***NOTE****: For cadets serving in tankers: (use this page* ***for description pump used****)*
Name and Signature of the Training Officer:			**Ref: Sea Project 4** page 1D

Date Started		**TITLE**	**CARGO WORK: (Write an account of a cargo loading operation in which you have taken part.) NOTE:** *Account*
Completed		**SEA PROJECT**	*shall follow this sequence: Cargo Hold Preparation, During Loading and After Loading***.**
Name and Signature of the Training Officer:			**Ref: Sea Project 5** page 1

Date Started		**TITLE**	**CARGO WORK: (*Give an account of a cargo loading operation in which you have taken part.*)** *NOTE: Account shall follow this sequence: Cargo Hold Preparation, During Loading and After Loading.*	
Completed		**SEA PROJECT**		
Name and Signature of the Training Officer:				**Ref: Sea Project 5** page 2

Date Started		**TITLE SEA PROJECT**	**MOORING**: **Draw, approximately to scale, a deck plan of your ship showing the position of fairleads, winches/capstans, and windlass highlight the particularly hazardous areas. On this plan show the leads of *MOORING ROPES* and *WIRES* at a port you have visited;**
Completed			
Name and Signature of the Training Officer:			**Ref: Sea Project 6A**

Date Started		**TITLE SEA PROJECT**	**MOORING: Give a brief description of a *BERTHING* operation involving your ship. NOTE:** your answer shall follow this sequence, Preparation made before berthing, during berthing and works done after berthing.	
Completed				
Name and Signature of the Training Officer:				**Ref: Sea Project 6B1**

Date Started		**TITLE SEA PROJECT**	**MOORING: Give a brief description of a UN*BERTHING* operation involving your ship. NOTE:** your answer shall follow this sequence, Preparation made before unberthing, during unberthing and works done after unberthing.	
Completed				
Name and Signature of the Training Officer:				**Ref: Sea Project 6B2**

ON BOARD TRAINING

WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

BRIDGE PROCEDURE CHECKLIST

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

ANCHORING & ANCHOR WATCH FAMILIARIZATION CHECKLIST	
Has an anchoring plan been prepared taking into account:	
	Speed reduction in ample time;
	Direction/Strength of wind and current;
	tidal stream when manoeuvring at low speeds;
	Need for adequate sea room particularly to seaward;
	Have speed and course been adjusted as necessary;
	Depth of water, type of seabed and the scope of anchor cable required;
	Have the engine room and anchor party been informed of the time of "stand-by "for anchoring?
	Are the anchors, lights/shapes and sound signalling apparatus ready for use?
	Has the anchor position of the ship been reported to the port authority?
While at anchor, the OOW should:	
	Determine and plot the ship's position on the appropriate chart as soon as practicable
	When circumstances permit, check at sufficiently frequent intervals whether the ship is remaining securely at anchor by taking bearings of fixed navigation marks or readily identifiable shore objects
	Ensure that proper look-out is maintained
	Ensure that inspection rounds of the ship are made periodically
	Ensure vessel access control precautions are maintained in respect of vessel security
	Observe meteorological and tidal conditions and the state of the sea
	Notify the master and undertake all necessary measures if the ship drags
	Ensure that the state of readiness of the main engines and other machinery is in accordance with the master's instructions
	If visibility deteriorates, notify the master
	Ensure that the ship exhibits the appropriate lights and shapes and that appropriate sound signals are made in accordance with all applicable regulations
	Take measures to protect the environment from pollution by the ship and comply with applicable pollution regulations
Other checks:	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

BRIDGE FAMILARIZATION CHECKLIST	
Has the operation of the following equipment been studied and fully understood?	
	***Bridge and deck lighting**;*
	***Emergency arrangements in the event of main power failure**;*
	Navigation and signal lights, including;
	Search light
	Signalling lamp
	Morse light.
	Sound signalling apparatus, including:
	Whistles
	Fog, bell and gong system
	Safety equipment, including
	LSA equipment including pyrotechnics, EPIRB and SART;
	Bridge fire detection panel;
	General and fire alarm signalling arrangements;
	Emergency pump, ventilation and watertight door controls.
	Internal ship communications facilities, including:
	Portable radios
	Emergency "battery less" telephone system
	Public address system
	AIS and external communication equipment, including:
	VHF and GMDSS equipment
	Alarm systems on bridge
	Automatic track-keeping system, if fitted
	ECDIS and electronic charts, if fitted
	Echo sounder
	Electronic navigational position-fixing systems
	VDR or S-VDR equipment
	Gyrocompass/Repeaters
	IBS functions, if fitted
	Magnetic compass
	Off-course alarm
	Radar including ARPA
	Speed/Distance recorder
	Engine and thruster controls
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

CALLING THE MASTER FAMILIARIZATION CHECKLIST	
The OOW should notify the master immediately:	
	If restricted visibility is encountered or expected;
	If traffic conditions or the movements of other ships are causing concern;
	If difficulties are experienced in maintaining course;
	On failure to sight land, a navigation mark or obtain soundings by the expected time;
	If, unexpectedly, land or a navigation mark is sighted or a change in soundings occurs;
	Of breakdown of the engines, propulsion machinery remote control, steering gear or any essential navigational equipment, alarm or indicator;
	If the radio equipment malfunctions;
	In heavy weather, if in any doubt about the possibility of weather damage;
	If the ship meets any hazard to navigation, such as ice or a derelict;
	If any vessel security concerns arise.
	In any other emergency or in any doubt
Other points:	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

CHANGING OVER THE WATCH FAMILIARIZATION CHECKLIST	
When changing over the watch, relieving officers should personally satisfy themselves regarding the following:	
	Standing orders and other special instructions of the Master relating to navigation of the ship;
	Position, course, speed and draft of the ship;
	Prevailing and predicted tides, currents, weather and visibility and the effect of these factors upon course and speed;
	Procedures for the use of main engines to manoeuver when the main engines are on bridge control, and the status of the watchkeeping arrangements in the engine room;
	The ship security status;
	Sufficient time has been allowed for night vision to be established and that such vision is maintained;
Navigational situation, including but not limited to:	
	The operational condition of all navigational and safety equipment being used or likely to be used during the watch;
	The errors of gyro and magnetic compasses the presence and movements of ships in sight or known to be in the vicinity;
	The conditions and hazards likely to be encountered during the watch;
	The possible effects of heel, trim, water density and squat on under keel clearance;
	Any special deck work in progress
Other points:	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

NAVIGATION IN HEAVY WEATHER OR IN TROPICAL STORM FAMILIARIZATION CHECKLIST	
When changing over the watch, relieving officers should personally satisfy themselves regarding the following:	
	Have the master, engine room and crew been informed of the conditions?
	Have all movable objects been secured above and below decks, particularly in the engine room, galley and in storerooms?
	Has the ship's accommodation been secured and all ports and deadlights closed?
	Have all weather deck openings been secured?
	Have speed and course been adjusted as necessary?
	Has the crew been warned to avoid upper deck areas made dangerous by the weather?
	Have safety lines/hand ropes been rigged where necessary?
Have instructions been issued on the following matters:	
	Monitoring weather reports
	Transmitting weather reports to the appropriate authorities or, in the case of tropical storms, danger messages in accordance with SOLAS
Other Checks:	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

NAVIGATION IN RESTRICTED VISIBILITY FAMILIARIZATION CHECKLIST	
Has the following equipment been checked to ensure that it is fully operational?	
	Radar, ARPA or other plotting facilities
	VHF
	Fog signalling apparatus
	Navigational lights
	Echo sounder, if in shallow waters
	Watertight doors, if fitted
	Have safety lines/hand ropes been rigged where necessary?
	Has planning allowed for the provision of additional bridge personnel if required?
	Have the master and engine room been informed, and the engines put on stand-by?
	Are the COLREGS being complied with, particularly with regard to rule 19 and proceeding at as at safe speed?
	Is the ship ready to reduce speed, stop or turn away from danger?
	If the ship's position is in doubt, has the possibility of anchoring been considered?
Other Checks:	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

√	PASSAGE PLAN APPRAISAL FAMILIARIZATION CHECKLIST
Have navigation charts been selected from chart catalogue, including:	
	Appropriate scale charts for ocean passages
	Large scale charts for coastal waters
	Planning charts
	Routing, climatic, pilot and loadline zone charts
Have publications been selected, including:	
	Sailing Directions and pilot books
	Light lists radio signals
	Guides to port entry
	Tide tables and tidal stream atlas
Have all navigation charts and publications been corrected up to date, Including:	
	The ordering of new charts/publications, if necessary
	Notices to mariners
	Local area warnings
	NAVAREA navigational warnings
Have the following been considered?	
	ship's departure and arrival draughts together with any restrictions on under keel clearance due to squat
	ship's cargo and any special cargo stowage/carriage restrictions
	If there are any special ship operational requirements for the passage
Have the following been checked?	
	Planning charts and publications for advice and recommendations on route to be taken
	Climatological information for weather characteristics of the area
	Navigation charts and publications for landfall features
	Navigation charts and publications for Ships' Routeing Schemes, Ship Reporting Systems and Vessel Traffic Services (VTS)
	Has weather routeing been considered for passage?
Have the following preparations been made for port arrival?	
	Navigation charts and publications studied for pilotage requirements
	Ship-to-Shore Master/Pilot Exchange form prepared
	Pilot Card updated
	Port guide studied for port information including arrival/berthing restrictions
Other Checks	

Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

PREPARATION FOR SEA FAMILIARIZATION CHECKLIST	
	Has a passage plan for the intended voyage been prepared?
Has the following equipment been checked and found ready for use?	
	Anchor
	Echo Sounder
	Electronic navigational position-fixing systems;
	Gyro/magnetic compass and repeaters;
	Radars
	Required AIS data inputs made, speed/distance recorder;
	Clocks
Has the following equipment been tested, synchronised and found ready for use:	
	Rpm indicators;
	Emergency engine stops;
	Thruster controls and indicators, if fitted;
	Controllable pitch propeller controls and indicators, if fitted;
Communications facilities, including:	
	Search lights
	Signalling lamp
	Morse Light
Sound Signalling appliance	
	Whistle
	Fog, Bell and Gong system
	Steering gear, including manual, auto-pilot and emergency changeover arrangements and rudder indicators
	Window wiper/clear view screen arrangement
Is the ship secure for sea?	
	Cargo and cargo handling equipment secure;
	All hull openings secure and watertight;
	Cargo/passenger details available;
	Stability and draught information available.
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

STEERING GEAR TEST ROUTINE FAMILIARIZATION CHECKLIST	
MANUAL STEERING POSITION	
√	***The steering gear should be tested at all the manual steering positions on the `bridge:***
	After prolonged use of the auto pilot
	Once per watch
	Before entering coastal waters
MULTIPLE STEERING GEAR POWER UNITS	
	In coastal waters, use more than one steering gear power unit when such units are capable of simultaneous operation.
BEFORE DEPARTURE FROM PORT	
Shortly before departure, check and test the steering gear including, as applicable, the operation of the following:	
	The main steering gear;
	The auxiliary steering gear;
	The remote steering control system
	The main steering position on the bridge
	The emergency power supply;
	The rudder angle indicators in relation to actual rudder position;
	The remote steering gear control system power failure alarms;
	The steering gear power unit failure alarms;
	Automatic isolating arrangements and other automatic equipment
CHECKS AND TESTS	
Checks and tests should include:	
	The full rudder movement according to the required capabilities of the steering gear;
	The timing of rudder movement from hard over-to-hard over, using each steering gear power unit singly and together, to ensure consistency with previous tests;
	A visual inspection of the steering gear and its connecting linkage;
	The operation of the means of communication between the bridge and the steering gear compartment.
CHANGEOVER PROCEDURES	
All officers concerned with the operation or maintenance of the steering gear should acquaint themselves with the changeover procedures.	
The regular testing of manual steering should be an opportunity for all bridge team members to test and practice procedures for change over between different modes, as appropriate. Typically these will include:	
	Auto Track Keeping to Auto Pilot
	Auto Pilot to Hand Steering

STEERING GEAR TEST ROUTINE FAMILIARIZATION CHECKLIST	
	Hand Steering to Non-Follow-Up
	Hand Steering to Emergency Steering
EMERGENCY STEERING DRILLS	
Emergency steering drills should take place at least every three months and must include direct control from within the steering gear compartment, the communication procedure with the bridge and, where [illegible]	
RECORDS	
The dates on which these checks and tests are conducted, and the date and details of emergency steering drills carried out, must be recorded in the logbook.	
Prepared by:	
Name of Cadet & Signature:	
Checked by:	Date:
Training Officer Name & Signature:	

ON BOARD TRAINING

WORKBOOK

FOR OFFICERS INCHARGE OF A NAVIGATIONAL WATCH (DECK CADETS)

On ships 500 gross tonnage or more

EMERGENCY PROCEDURE GUIDE

UNIVERSITY OF CEBU, MARITIME EDUCATION & TRAINING CENTER

1ST EDITION 2015

GUIDANCE IN CASE OF ABANDON SHIP

Actions to be carried out:

- [ ] Broadcast DISTRESS ALERT and MESSAGE on the authority of the master
- [ ] Instruct crew members to put on lifejackets and wear adequate and warm clothing
- [ ] Instruct crew members to put on immersion suits, if carried, if water temperature is below 16° C
- [ ] Order crew members to lifeboat stations
- [ ] Prepare to launch lifeboats/liferafts
- [ ] Ensure that lifeboat sea painters are attached to the ship
- [ ] Embark all crew in the lifeboats/liferafts and launch
- [ ] Ensure lifeboats/liferafts remain in safe proximity to the ship and in contact with each other

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

GUIDANCE IN CASE OF COLLISION

Action to be carried out:

- [ ] Sound the general emergency alarm, and carry out a crew muster to check for missing or injured personnel
- [ ] Close watertight doors and automatic fire doors
- [ ] Manoeuvre the ship so as to minimise effects of collision without endangering other ships
- [ ] Switch on deck lighting at night
- [ ] Switch VHF to Channel 16 and, if appropriate, to Channel 13
- [ ] Muster passengers, if carried, at emergency stations
- [ ] Make ship's position available to radio room/GMDSS station, satellite terminal and other automatic distress transmitters and update as necessary
- [ ] Sound bilges and tanks after collision
- [ ] Check for fire/damage
- [ ] Take appropriate damage control measures
- [ ] Offer assistance to other ship
- [ ] Inform Coastal State Authorities if appropriate
- [ ] Preserve VDR or S-VDR records if not automatically protected
- [ ] Broadcast DISTRESS ALERT and MESSAGE if the ship is in grave and imminent danger and immediate assistance is required, otherwise broadcast an URGENCY message to ships in the vicinity

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

DISTRESS ALERT AND FREQUENCIES GUIDE

TERRESTRIAL RADIO COMMUNICATION

The distress alert may be sent using digital selective calling (DSC) on one or more of the following frequencies which are dedicated exclusively to the purpose:

VHF	Channel 70
MF	2187.5 kHz
HF	4207.5 kHz
HF	6312 kHz
HF	8414.5 kHz
HF	12577 kHz
HF	16804.5 kHz

The distress alert should indicate:

- on which frequency the follow-up distress message will be transmitted; and
- the mode of transmission (telephony or telex).

The frequencies that should be used for the follow-up distress message:

Radio Telephone (R/T)	Radio Telex
Channel 16 VHF	
2182 kHz	2174.5 kHz
4125 kHz	4177.5 kHz
6215 kHz	6268 kHz
8291 kHz	8376.5 kHz
12290 kHz	12520 kHz
16420 kHz	16695 kHz

SATELLITE RADIOCOMMUNICATION

The distress alert by satellite should be transmitted, with absolute priority, to a Rescue Co-ordination Centre (RCC).

GUIDANCE IN CASE OF FIRE

Action to be carried out:

- [ ] Sound the fire alarm
- [ ] Call master if not already on bridge and notify engine room
- [ ] Muster crew
- [ ] Establish communications
- [ ] Check for missing and injured crew members
- [ ] On locating the fire, notify all on board of that location
- [ ] If an engine room fire, prepare for engine failure and manoeuvre ship away from danger

Assess fire and determine:

- [ ] The class of fire
- [ ] Appropriate extinguishing agent
- [ ] Appropriate method of attack
- [ ] How to prevent the spread of the fire
- [ ] The necessary personnel and firefighting methods
- [ ] Close down ventilation fans, skylights and all doors including fire and watertight doors
- [ ] Switch on deck lighting at night
- [ ] Make ship's position available to radio room/GMDSS station, satellite terminal or other automatic distress transmitters and update as necessary
- [ ] Inform Coastal State Authorities if appropriate
- [ ] Preserve VDR or S-VDR records if not automatically protected
- [ ] Broadcast DISTRESS ALERT and MESSAGE if the ship is in grave and imminent danger and immediate assistance is required, otherwise broadcast an URGENCY message to ships in the vicinity

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

GUIDANCE IN CASE OF FLOODING

Actions to be carried out:

- [ ] Sound the general emergency alarm
- [ ] Close watertight doors, if fitted
- [ ] Sound bilges and tanks
- [ ] Identify location of incoming water
- [ ] Cut off all electrical power running through the area
- [ ] Shore up area to stem water flow
- [ ] Check bilge pump for operation
- [ ] Check auxiliary pumps for back-up operation, as required
- [ ] Make ship's position available to radio room/GMDSS station, satellite terminal and other automatic distress transmitters and update as necessary
- [ ] Inform Coastal State Authorities if appropriate
- [ ] Broadcast DISTRESS ALERT and MESSAGE if the ship is in grave and imminent danger and immediate assistance is required, otherwise broadcast an URGENCY message to ships in the vicinity

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

GUIDANCE IN CASE OF MAIN ENGINE OR STEERING FAILURE

Action to be carried out:

- [ ] Inform master
- [ ] Take action to manoeuvre ship away from danger
- [ ] Prepare for anchoring if in shallow water
- [ ] Exhibit "not under command" shapes/lights
- [ ] Commence sound signalling
- [ ] Broadcast URGENCY message to ships in the vicinity, if appropriate
- [ ] Modify AIS status message to communicate relevant information
- [ ] Inform VTS or port authority if in controlled or similarly monitored waters

In case of a STEERING FAILURE:

- [ ] Inform engine room
- [ ] Engage emergency steering
- [ ] Prepare engines for manoeuvring
- [ ] Take way off the ship

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

GUIDANCE IN CASE OF MAN OVERBOARD

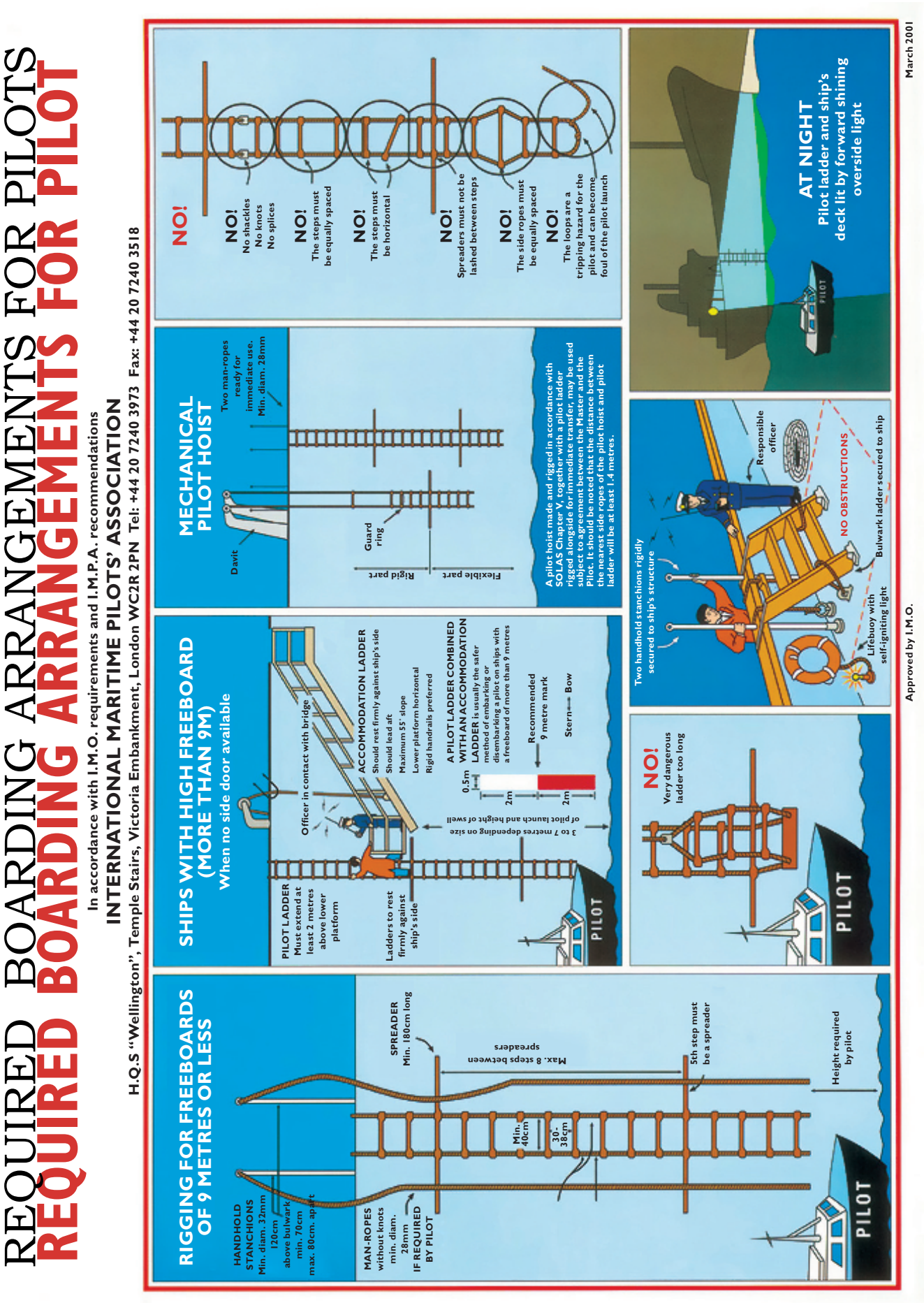
Actions to be carried out:

- [ ] Release lifebuoy with light and smoke signal on the side the crew member has fallen overboard
- [ ] Take immediate avoiding action so as not to run over the man overboard
- [ ] Note ship's position, wind speed and direction, and time
- [ ] Activate GPS man overboard marker
- [ ] Sound three prolonged blasts of the ship's whistle and repeat as necessary
- [ ] Post a look-out with binoculars and instructions to maintain a continuous watch on the man overboard
- [ ] Engage hand steering, if helmsman available
- [ ] Commence a recovery manoeuvre, such as a Williamson turn
- [ ] Inform master, if not already on the bridge
- [ ] Inform engine room
- [ ] Hoist signal flag "O"
- [ ] Place engines on stand-by
- [ ] Muster rescue boat's crew, master and coxswain, and jointly assess launch/recovery risks
- [ ] Prepare rescue boat for possible launching
- [ ] Consider alternative means of MOB recovery if launch/recovery of rescue boat considered to be of excessive risk
- [ ] Distribute portable VHF radios for communication
- [ ] Rig pilot ladder/nets to assist in the recovery
- [ ] Make ship's position available to radio room/GMDSS station
- [ ] Broadcast URGENCY message to ships in the vicinity
- [ ] Preserve VDR or S-VDR records if not automatically protected
- [ ] Assume role of On Scene Co-ordinator

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]

REQUIRED BOARDING ARRANGEMENTS FOR PILOTS



GUIDANCE IN CASE ON SEARCH AND RESCUE
CDT. CHRISTIAN R. DE VENENCIA

Actions to be carried out:

- [ ] Take bearing of distress message if radio direction finder fitted
- [ ] Re-transmit distress message
- [ ] Maintain continuous listening watch on all distress frequencies
- [ ] Consult IAMSAR manual
- [ ] Establish communications with all other surface units and SAR aircraft involved in the SAR operation
- [ ] Plot position, courses and speeds of other assisting units
- [ ] Monitor X-band radar for locating survival craft transponder (SART) signal using 6 or 12 nautical mile range scales
- [ ] Post extra look-outs for sighting flares and other pyrotechnic signals

Other actions:

- [ ]
- [ ]
- [ ]
- [ ]