

EMERGENCY TOWING INCIDENT CHECKLIST

1.12

Note: This checklist is for use by the Command Team in the event of an incident.
It should be used in conjunction with the additional checklists for oil pollution incidents (2.) and other incident checklists, as appropriate
This checklist must be retained as documentary evidence.

Completed

1. ☐ Have your Emergency Towing Booklet (ETB) ready
2. ☐ Ensure VDR is recording
3. ☐ Advise DPA, if not available – another shoreside person from the vessel's Back-Up Team / Office telephone directory
4. ☐ Establish communication with the Towing Master
5. ☐ Send, if not available, a copy of the ETB to the tug if possible
6. ☐ Discuss the size, horsepower and manoeuvrability of towing vessel with her Master
7. ☐ Communicate all needed own ships information to the Towing Master:

<input type="checkbox"/> ship particulars	<input type="checkbox"/> seaworthiness or damage details
<input type="checkbox"/> status of steering and propulsion	<input type="checkbox"/> deck power
<input type="checkbox"/> towing equipment	<input type="checkbox"/> existing rapid disconnection system,
<input type="checkbox"/> fwd & aft towing point locations	<input type="checkbox"/> equipment and points SWL, dims, capacities
8. ☐ Study the quick reference decision matrix in the EBT for the best option under the various emergency scenarios
9. ☐ Organize deck crew per their ETB duties
10. ☐ Determine towing arrangement whether bow or stern
11. ☐ Determine method of making the towing connection
12. ☐ Arrange necessary deck gear (towing wire, bridle, anchor chain)
13. ☐ Determine means of transferring the towing hawser (line throwing guns, helicopter, grappling hooks, etc.)
14. ☐ Choose strong point locations, assembly and rigging arrangement for the towing line as recommended by the ETB diagrams, drawings and scenarios
15. ☐ Consider other preparations (locking rudder, propeller shaft, change of draft, trim etc)
16. ☐ Clarify other relevant information (limiting sea state, towing speed, etc)
17. ☐ Maintain continuous radio communication with towing vessel, and co-ordinate engine and navigational requirements
18. ☐ Display the required COLREG signs and lights (ie NUC, under way etc)
19. ☐ Notify interested parties, including Coast/Port State if in territorial waters or nearest MRCC if on the high seas
20. ☐ Save VDR recording
21. ☐ Drug & Alcohol check

Notes: 1. Emergency towing may be necessary to avoid or reduce the consequences of being disabled.
2. A timely call for assistance may avert a major disaster.
3. Even small tugs are capable of influencing the drift/direction of a disabled ship and should be considered for towing if suitable salvage tugs are not readily available.

Ref.: Peril at Sea and Salvage: A Guide for Masters

Master

Signature

Name

Date