

# Maritime Accident Manual

## 1. Departure and Navigation Safety Rules

1. Board the vessel in an orderly manner without running or playing.
2. Hold the handrail when using stairs.
3. After boarding, move to designated areas such as cabins.
4. Familiarize yourself with evacuation routes and check the location and use of life jackets.
5. Listen carefully to all announcements after boarding.
6. Do not operate machinery or equipment without authorization.

## 2. Actions in Case of Ship Flooding

1. Follow the crew's instructions.
2. Wear thin layered clothing and put on a life jacket.
3. Inform the crew immediately if fire occurs or if there are injured persons.
4. Evacuate through emergency exits under the crew's guidance, avoiding being swept by crowds.
5. Board lifeboats or life rafts according to crew instructions.
6. If jumping into the sea is necessary, keep your legs straight, cover your nose and mouth with one hand, and jump as far away from the ship as possible.

## 3. Actions in Case of Fire Onboard

1. Shout "Fire!" loudly and activate the alarm to alert others.
2. Use a fire extinguisher to put out the initial fire (evacuate immediately if the fire is too dangerous).
3. Follow the crew's guidance to escape via evacuation routes; if smoke is present, cover your nose and mouth while evacuating.
4. Assist the elderly and infirm during evacuation.

## 4. Emergency Treatment for Hypothermia

- **Symptoms of Hypothermia:**
  - As body temperature drops, coldness is first felt on the skin, circulation decreases, and vital organ functions slow down. Hands and feet become cold, followed by involuntary muscle shivering as the body tries to generate heat.
  - With further temperature loss, blood flow to the body surface decreases to preserve internal organs, shivering decreases or stops, and internal organs begin to be affected. If the brain becomes cold, body control is impaired, consciousness is lost, and without immediate treatment, death can occur.
- **Key Points:**
  - Significant heat loss occurs from the head, neck, chest, and groin.
  - Move the patient to a warm, dry place.
  - Remove wet clothing and warm the chest area with hot water bottles or towels soaked in warm water.
  - Wrap the body in blankets or a sleeping bag, covering the head and neck to prevent further heat loss.

## 5. Response in Severe Weather (Storms, etc.)

1. All passengers and crew must wear life jackets, minimize movement, and hold handrails when moving.
2. Close doors, hatches, and windows to ensure watertightness, and secure any objects that may fall or tip over.
3. Restrict access to the deck and do not lean over railings.
4. Stop serving hot drinks and cooking with oil to prevent accidents, and take precautions against slipping.
5. During fog or nighttime, minimize unnecessary lighting and frequently listen for announcements and instructions.

## 6. Actions in Case of Man Overboard

1. Shout “Man overboard!” loudly and immediately throw a lifebuoy, buoy, or marker.
2. Keep pointing and watching the fall location, but do not jump into the water without instruction.
3. Prepare recovery equipment such as ladders, ropes, and retrieval gear as directed by the crew.
4. All others onboard must stay balanced and avoid crowding one side.
5. After rescue, remove wet clothing, provide warmth, and check consciousness, breathing, and pulse.
6. Immediately request rescue (radio/SOS) and report position.

## 7. Actions in Case of Grounding or Collision

1. Hold onto fixed objects to avoid falling during impact; immediately alert others of damage, leakage, or fire.
2. Move to designated assembly areas and secure emergency exits as instructed by crew.
3. Avoid sparks or open flames; restrict access to hazardous or damaged areas.
4. Prioritize safety evacuation over taking photos or videos, and listen carefully to announcements.
5. Prepare for boarding lifeboats/life rafts if necessary (verify passenger lists and maintain order).
6. Report any injuries immediately and follow first aid personnel’s instructions.

## 8. Boarding Lifeboats/Life Rafts and Survival at Sea

1. Board lifeboats/rafts in an orderly manner, prioritizing the elderly and children, following crew signals.
2. Properly wear life jackets by fastening zippers, buckles, and crotch straps.
3. Remove sharp objects or high heels, and board directly from the vessel whenever possible (avoid unnecessary jumping).
4. Upon boarding, check headcount, seal entryways, maintain stability, and prevent seasickness and hypothermia.
5. Confirm emergency supplies (flares, whistles, signal mirrors, flashlights, drinking water) and use them sparingly.
6. If floating in water, maintain H.E.L.P. position (knees drawn to chest for warmth) or huddling (group body heat conservation).
7. Do not jump into the water when rescue vessels approach; follow instructions for docking and transfer.

## 9. Distress Communication and Reporting Procedures

1. Immediately activate the distress button (DSC) or broadcast "MAYDAY" three times on VHF Channel 16, then clearly report vessel name, position, type of accident, assistance required, number of persons onboard, and vessel status.
2. If mobile phone service is available, call the Korea Coast Guard at **122** (or **119** on land) and repeatedly confirm location information.
3. Activate emergency equipment such as EPIRB/SART, and minimize unnecessary communications to prioritize distress signals.
4. If a false or duplicate alarm is sent, cancel it immediately.
5. All communication is managed by crew; passengers must listen to announcements and minimize questions.