



FORM E -1

**PUNONGHIMPILAN TANODBAYBAYIN NG PILIPINAS
(HEADQUARTERS PHILIPPINE COAST GUARD)**

139 25th Street, Port Area
1018 Manila

EMERGENCY READINESS EVALUATION (ERE) CHECK-OFF LIST

Abandonship

(Type of Drill)

Check the appropriate type of Vessel:

| | |
|------------------------|--|
| Passenger Vessel | |
| Cargo Vessel | |
| Passenger Cargo Vessel | |
| Tanker Vessel (Type:) | |
| Tugboat | |
| High Speed Craft | |
| Others, if any | |

NAME OF SHIP EVALUATED: _____ GT/NT: _____/_____

LOCATION: _____ DATE: _____

| REQUIREMENTS | MAX CREDIT | ASGD CREDIT | REMARKS |
|--|--------------|-------------|---------|
| I. PREPARATION AND READINESS: | 10.0% | | |
| A. Abandonship Bill/Muster List is up to date, posted in conspicuous place throughout the vessel, and in accordance with the Ship Safety Manual (SSM) or Station Bill of the vessel and Billet Card (BC) of personnel. | 2.0% | | |
| 1. Abandonship Bill/Muster List is up to date | (0.8%) | | |
| 2. Abandonship Bill/Muster List is posted in conspicuous place throughout the vessel | (0.6%) | | |

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| 3. Abandonship Bill/Muster List in accordance with the Ship Safety Manual (SSM) | (0.6%) | | |
| B. The station bill/muster list indicated the individual duties of all personnel on board and all crew members been given with written duties and responsibilities (Billet Card). | 2.0% | | |
| 1. The station bill/muster list indicated the individual duties of all personnel on board | (1.0%) | | |
| 2. all crew members are given written duties and responsibilities (Billet Card). | (1.0%) | | |
| C. Emergency Readiness Drill (Abandonship) was conducted regularly or as scheduled and properly recorded on a logbook. | 2.0% | | |
| 1. Emergency Readiness Drill (Abandonship) was conducted regularly or as scheduled. (frequency of the conduct of drills shall be based on the provisions of the vessel's SMS. If not indicated, drills should have been conducted at least once every three (3) months) | (1.0%) | | |
| 2. Emergency Readiness Drills (Abandonship) are properly recorded on a logbook | (1.0%) | | |
| D. All crew concerned mustered and wearing the appropriate clothing/ uniform. | 2.0% | | |
| 1. Crew concerned mustered | (1.0%) | | |
| 2. Appropriate clothing/uniform | (1.0%) | | |
| E. Appropriate alarm system adequate, ready and operational. | 2.0% | | |
| (1) Alarm adequate and ready | (1.0) | | |
| (2) Operational | (1.0) | | |
| REQUIREMENTS | MAX CREDIT | ASGD CREDIT | REMARKS |
| II. ORGANIZATION. <i>ABANDONSHIP ORGANIZATION PROVIDED FOR THE FOLLOWING REQUIREMENTS:</i> | 10.0% | | |
| A. Boat/Lifeboat Life craft crew and passengers were distributed in accordance with the Ship Safety Manual | 2.0% | | |

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| (SSM)/Station Bill of the vessel and Billet Card of personnel. | | | |
| B. Crew member were designated to carry special provisions or equipment onboard the life boat/ life raft. | 2.0% | | |
| C. Salvage crew/party were properly identified | 2.0% | | |
| D. Crew member were designated to accommodate and guide passengers to the muster/ abandon ship station. | 2.0% | | |
| E. Disembarkation procedure was orderly and systematic. | 2.0% | | |
| REQUIREMENTS | MAX CREDIT | ASGD CREDIT | REMARKS |
| III. COMMUNICATIONS: | 10.0% | | |
| A. Adequate and effective internal communication system throughout the ship (control/bridge station, muster/abandon ship station. | 1.0% | | |
| B. Good flow of communication between the bridge and muster stations. If no other means of communication is available, utilized crew member to act as messenger between control station and muster station. | 1.0% | | |
| B. Manually activate Emergency Position Indicating Radio Beacon (EPIRB). | 2.0% | | |
| C. Inform the Designated Person Ashore (DPA) to coordinate and cooperate with the Philippine Coast Guard. | 1.0% | | |
| D. Adequate and effective external communication: immediately notify / inform the Philippine Coast Guard, the Port Authority and other vessels / crafts within the vicinity by radiotelephone or other means of communication. “ This is a Drill 3X; Mayday 3X; This is (name of vessel) - (call sign), this is (name of vessel) – (call sign, this is (name of vessel), my position is at Latitude ____degs ____mins North, Longitude ____degs ____mins East or at vicinity (nearest shoreline/island) we are on abandoning ship 3X, we have (number of passengers) on board and in need of immediate assistance “Mayday3X; This is a Drill3X”. | 5.0% | | Minus One (1) point if following not mentioned , (1. Name of vessel 2. Position 3. Nearest shoreline 4. Number of passengers 5. Nature of incident) |

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| Rqst Ack . . . | | | |
| REQUIREMENTS | MAX CREDIT | ASGD CREDIT | REMARKS |
| IV. PERFORMANCE: | 60.0% | | |
| A. Only the Master or the most senior surviving officer of the vessel shall declare the signal for Abandonship. Upon declaration, an alarm shall be sounded “seven (7) short blasts followed by one (1) long blast on the ship’s whistle or horn” and followed by suitable instructions/announcement: “This is a drill, this is a drill, prepare for abandon ship” (2x) to inform all parties onboard (e.g. passengers, crew and ancillaries) regarding the drill. | 5.0% | | |
| 1. the signal for Abandonship was declared by the Master or the most senior surviving officer | (1.0%) | | |
| 2. Appropriate alarm was sounded | (2.0%) | | |
| 3. All parties onboard (e.g. passengers, crew and ancillaries) were informed regarding the drill | (2.0%) | | |
| B. The master or designated crew at the control station initiated distress signals (internally thru public address system and externally by activation of emergency position indicating radio beacon (EPIRB) and other means such as radio telephone (channel 16), inmarsat / vsat/ satphone and etc.). | 2.0% | | |
| 1. The master or designated crew at the control station initiated distress signals (internal communication) | (1.0%) | | |
| 2. The master or designated crew at the control station initiated distress signals (external communication) | (1.0%) | | |
| C. The radio operator or communications officer shall wire distress message to the Philippine Coast Guard, Port Authority, and other vessel in the vicinity | 5.0% | | |
| D. The master shall ensure that any machinery or appliance whose operation could impede the safe abandonment of the vessel is stopped and disengaged. | 2.0% | | |
| E. Master of the vessel give order to carry out salvage bill as appropriate based on | 8.0% | | |

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| the Ship Safety Management Manual/NSSM. | | | |
| 1. Electricians standing by to secure generators and switchboards; | (1.0%) | | |
| 2. Electronics personnel standing by to secure all equipment; | (1.0%) | | |
| 3. Engineman salvaged all engine logbooks; | (1.0%) | | |
| 4. Engineman closed all valves to prevent possible oil spill. | (1.0%) | | |
| 5. Radioman delivered all classified matter to Communications officer; | (1.0%) | | |
| 6. Communications officer secure and placed all classified matters in watertight bag; | (1.0%) | | |
| 7. Quartermaster salvaged and secure all ship's logbook; and | (1.0%) | | |
| 8. Purser salvaged all service records and them in watertight bag. | (1.0%) | | |
| F. The master shall ensure all crew members working below deck or in other parts of the vessel more distant from survival boat/craft, are effectively warned by all means available that the vessel is to be abandoned, in a sufficient time to allow the same to reach their survival boat/craft station. 1. Effectively warned 2. Sufficient time | 2.0% (1.0%) (1.0%) | | |
| G. In response to the emergency alarm, the crew and passengers shall automatically locate their individual PFD and report to their assigned muster station. 1. Individual Personal Floating Device 2. Assigned mustering station | 2.0% (1.0%) (1.0%) | | |
| H. For a passenger vessel, the master must assign each passenger to a muster station and lifeboat or life craft. Vessel crew shall assume full responsibility for evacuation and accounting of each crewman and passenger during the evacuation. 1. <i>Assignment of life raft.</i> 2. <i>Assistance and Accounting of Passengers/Crew.</i> | 2.0% (1.0%) (1.0%) | | |
| I. Chief of muster station shall account for crew members' completeness; give necessary instructions to all present | 2.0% | | |

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| <p>regarding safety before and after boarding the lifeboat / life craft; and reported the completeness to the control/bridge station.</p> <p>1. <i>Giving safety instructions</i> 2. Report of completeness</p> | <p>(1.0%) (1.0%)</p> | | |
| <p>J. Vessels crew assist crewman and/or passengers to secure and donned life jackets or Personnel Floating Device (PFD's); advises the same to remain calm, quick and alert; and lead them to the muster station.</p> <p>1. Instruction for donning of PFD 2. Crowd Control</p> | <p>2.0% (1.0%) (1.0%)</p> | | |
| <p>K. Muster Station Chief/Head designate crew member to account all passengers in the muster station and report exact number to the control/bridge station for accounting/completeness. If not all are accounted for, may dispatch a team to locate the missing person(s), if the situation is permitting.</p> <p>1. Accounting 2. Locating Missing person</p> | <p>2.0% (1.0%) (1.0%)</p> | | |
| <p>L. Vessel crew, ancillaries and passengers proceed to designated lifecraft/lifeboat stations promptly with minimum noise and confusion.</p> | <p>2.0%</p> | | |
| <p>M. Constant communication between the muster stations and the control/ bridge station was executed and uninterrupted.</p> | <p>2.0%</p> | | |
| <p>N. Traffic routes onboard going to each station are observed (Forward and Up on the Starboard side; Down and aft on the Port side).</p> <p>1. Going up Starboard 2. Going down Port side</p> | <p>2.0% (1.0%) (1.0%)</p> | | |
| <p>O. Non-swimmers tagged and identified. Further provisions were made for the sick and wounded.</p> | <p>1.0%</p> | | |
| <p>P. The bridge/control station relayed the vessel last known position (Latitude and longitude) and the nearest island/shoreline to the head of each lifecraft/lifeboat during abandonment.</p> | <p>2.0%</p> | | |
| <p>Q. Following provisions and equipment are provided in each station:</p> | <p>9.0%</p> | | |
| <p>1. Rations: food and water</p> | <p>(1.0%)</p> | | |

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| 2. Navigational instruments, charts, binocular, compass and etc. | (1.0%) | | |
| 3. Signal and sign apparatus: semaphore flag, pistols, flashlights, whistles, dye markers and etc. | (1.0%) | | |
| 4. Knife, can opener, pliers and etc. | (1.0%) | | |
| 5. Boat hook and paddles. | (1.0%) | | |
| 6. Small anchor or grapnel (for boats). | (1.0%) | | |
| 7. Extra life ring, life jackets and other PFD. | (1.0%) | | |
| 8. Extra lines/ blankets | (1.0%) | | |
| 9. Extra canvas onboard. | (1.0%) | | |
| R. Ladders, lines and/or nets rigged over ship's sides for going down. | 1.0% | | |
| S. Life boats / rafts rigged and ready to be lowered / released. | 1.0% | | |
| T. Number of persons assigned to life boats / rafts within load capacity | 1.0% | | |
| U. Station in-charge reported to ship control that boats / rafts were manned and ready for abandonment. | 1.0% | | |
| V. Life boats /life rafts lowered and / or released in accordance with good seamanship practices. Abandonship detail continuously reporting to the control station. | 1.0% | | |
| W. The following safety precautions are observed: | 3.0% | | |
| 1. Survivors left ship on windward side and lowest part of ship. | (1.0%) | | |
| 2. Survivors went down hand-over hand on hanging ropes or uses ladders and nets in leaving ship <i>(IF FORCED TO LEAVE SHIP BY JUMPING, PERSON JUMPED FEET FIRST)</i> | (1.0%) | | |
| 3. Survivors swimming towards life rafts flat on their backs. | (1.0%) | | |

| TIME IN MINUTES | MAXIMUM CREDIT | ASSIGNED CREDIT | REMARKS |
|--|------------------|-----------------|---------|
| 01 - 50 Mins | Max 10.0% | | |
| 51 – 80 Mins, but not more than 80 Mins | Max 7.0% | | |
| ACTUAL TIME: (_____ MINS) | | | |

SUMMARY:

| CREDIT | | MAX CREDIT | | ASGN |
|------------------------------|---|------------|---|----------------------|
| I. PREPARATION AND READINESS | → | 10% | → | <input type="text"/> |
| II. ORGANIZATION | → | 10% | → | <input type="text"/> |
| III. COMMUNICATION | → | 10% | → | <input type="text"/> |
| IV. PERFORMANCE | → | 70% | → | <input type="text"/> |
| TOTAL RATING: | → | 100% | → | <input type="text"/> |

ADJECTIVAL EVALUATION:

R A T I N G S

1. ABOVE STANDARD ===== 100 – 90
2. STANDARD ===== 89 – 80
3. BELOW STANDARD===== 79 – Below

A. COMMENTS :

B. RECOMMENDATIONS:

INSPECTORS:

(Team Leader)

CONCUR:

(Master/Skipper)

(Chief Engineer)