



FORM E - 4

PUNONGHIMPILAN TANODBAYBAYIN NG PILIPINAS
(HEADQUARTERS PHILIPPINE COAST GUARD)

139 25th Street, Port Area
1018 Manila

EMERGENCY READINESS EVALUATION (ERE) CHECK-OFF LIST

Emergency Steering Casualty

(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: _____

REQUIREMENT	MAX CREDIT	ASGD CREDIT	REMARKS
I. PREPARATION AND READINESS:	10%		
A. <u>Emergency Steering Bill/ Muster List</u> is up to date, posted in conspicuous place throughout the vessel (Pilothouse/ Emergency Steering station), and in accordance with the <u>Ship Safety Manual (SSM)</u> or <u>Station Bill of the vessel and Billet Card (BC)</u> of personnel.	2.0%		
1. <u>Emergency Steering Bill/Muster List</u> is up to date	(0.5)		
2. <u>Emergency Steering Bill/Muster List</u> is posted in conspicuous place throughout the vessel	(0.5)		
3. <u>Emergency Steering Bill/Muster List</u> in accordance with the Ship Safety Manual (SSM)	(1.0)		

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B. The <u>station bill/muster list</u> 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 (Emergency Steering) was conducted regularly or as scheduled and properly recorded on a logbook.	2.0%		
1. Conducted regularly as scheduled	(1.0)		
2. Conducted and properly recorded on logbook	(1.0)		
D. Concerned crew mustered and wearing the appropriate clothing/ uniform.	2.0%		
D. Appropriate means of alarm and personnel designated.	2.0%		
(1) Appropriate alarms	(1.0)		
(2) Designated appropriate number of personnel	(1.0)		
REQUIREMENT	MAX CREDIT	ASGD CREDIT	REMARKS
II. ORGANIZATION: THE FOLLOWING ARE THE REQUIREMENTS FOR THE EMERGENCY STEERING BILL:	10.0%		
A. Personnel to handle the repairs e.g. electrician or engineering personnel/black gang.	2.0%		
B. Additional personnel to assist in manning of emergency steering.	2.0%		
C. Aft Steersman	2.0%		
D. Rudder angle spotter	2.0%		
E. Messenger	2.0%		
REQUIREMENT	MAX CREDIT	ASGD CREDIT	REMARKS
III. COMMUNICATIONS:	10.0%		
A. Effective communications between <u>bridge</u> , <u>emergency steering station</u> and pilothouse is well established.			
1. Established proper communication between bridge and ES team	2.0%		
2. Proper reporting between bridge to ES team (Maritime English)			

<p>B. Redundant communication lines between the bridge, <u>Machinery Control Room (MCR)</u> and Aft steering room must always be maintained. In case of failure of technology, alternative/other means of communication shall be readily available for use e.g. messenger, PA system and etc.</p> <p>1. Established other means of communications e.g. PA, Messenger</p> <p>2. Communications deliberately cleared</p>	2.0%		
<p>C. INTERNAL: Appropriate general alarm shall be sounded <i>“Intermittent sound for one (1) minute, followed by announcement in the public address system:</i></p> <p><i>“Steering Casualty, Steering Casualty. Man your emergency steering bill, man your emergency steering bill. This is a drill, this is a drill”</i> to inform all parties onboard (e.g. passengers, crew and ancillaries) regarding the drill”.</p> <p>EXTERNAL: <i>“seven (7) short blasts followed by one (1) long blast on the ship’s whistle or horn”</i> and following announcement will be made.</p> <p>“This is a Drill 3X;Pan Pan 3X; this is (name of vessel) – (cal sign), this is (name of vessel) – (call sign), this is (name of vessel) – (call sign), my position is at Latitude ____degs ____mins North, Longitude ____degs ____mins East or at vicinity (nearest island/shoreline) we have steering casualty, we have steering casualty, we have steering casualty. All vessels and watercrafts in the vicinity as advised to take precautionary measures “Pan Pan 3X; This is a Drill 3X”.</p>	<p>3.0%</p> <p>3.0%</p>		Flag hoisting
REQUIREMENT	MAX CREDIT	ASGD CREDIT	REMARKS
IV. PERFORMANCE AND CROWD CONTROL:	60%		
<p>A. Steersman on alert for the detection of steering casualty and immediate action of the Steersman when Steering casualty is encountered</p>	3.0%		

B. Nature of emergency or casualty immediately reported to duty officer watch.	3.0%		
C. Master and Chief Engineer promptly informed of the steering casualty and immediate action.	5.0%		
D. At the sound of the emergency alarm or as notified by the bridge on loss of steering control, the steersman in the Aft steering trips off the control selector/lever to switch off position to shift control from the bridge to aft steering and likewise report to the bridge "AFT STEERING HAS NOW THE CONTROL". 1. If sound ESC alarmed 2. Informed all concerned party on board 3. Properly trips off control selector/lever to switch off of vice versa 4. Repair party report to bridge if aft steering has now control	5.0% (1.0) (1.0) (1.0) (2.0)		
E. Emergency steering station manned promptly without confusion.	5.0%		
F. Rudder commands shall be relayed to the aft steering station by the Officer of the Watch/Master. 1. Rudder commands relayed in proper reporting 2. Rudder commands without confusion	3.0% (1.5) (1.5)		
G. Ship maneuvered to safer water/area using main engine	3.0%		
H. Main engine slowed down and/or stopped to appropriate until emergency steering took over the control. 1. Appropriate slowed down in safe area 2. Anchoring detail manned and ready	5.0% (2.5) (2.5)		
I. Engineering personnel familiar with the rigging to emergency steering. 1. Engineering personnel knowledgeable to his position 2. Adequate Engineering personnel	5.0% (2.5) (2.5)		
J. Emergency steering station adequately manned. 1. All concerned personnel manned their designated station 2. Adequate personnel on every team	5.0% (2.5) (2.5)		

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K. Proper report to master rendered by the engineering personnel.	3.0%		
L. Progress of repairs reported to the bridge. 1. Reporting in progress either in percentage system 2. Concise reporting	5.0%		
M. Correct procedures observed in <u>shifting from normal steering to emergency steering and vice-versa.</u>	2.0%		
N. Orders to wheel executed by emergency steering detail promptly and smartly.	3.0%		
O. The Master has full control and supervision of the emergency situation from normal steering to casualty/emergency steering and back to normal operation.	5.0%		

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:

	MAX CREDIT	ASGN CREDIT
I. PREPARATION AND READINESS →	10%	→
II. ORGANIZATION →	10%	→
III. COMMUNICATION →	10%	→
IV. PERFORMANCE →	70%	→
TOTAL RATING: →	100%	→

A. ADJECTIVAL EVALUATION:

R A T I N G S

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

B. COMMENTS :

C. RECOMMENDATION:

INSPECTORS:

_____	_____
_____	_____

(Team Leader)

CONCUR:

(Master/Skipper)

(Chief Engineer)