



16710  
October 17, 2023

## CAPTAIN OF THE PORT, WESTERN ALASKA NAVIGATION SAFETY ADVISORY

### OPERATING GUIDELINES FOR ICE CONDITIONS IN COOK INLET

#### I. OVERVIEW

##### A. INTRODUCTION

1. The Captain of the Port (COTP), Western Alaska, through consultation with the Southwest Alaska Pilots Association (SWAPA) and members of the Cook Inlet Harbor Safety Committee developed these operating guidelines (hereafter, *Guidelines*) for vessels operating in Cook Inlet during winter ice conditions. They represent a culmination of best practices for mitigating risk to life, property, and the environment.
2. These *Guidelines* supersede all previous Operating Guidelines/Procedures for Ice Conditions in Cook Inlet. We invite your feedback and proposed revisions. As best practices evolve and lessons are learned, we anticipate and welcome changes. If you have any questions concerning these *Guidelines*, please contact USCG Sector Anchorage, Waterways Management at (907) 428-4100.

##### B. IMPLEMENTATION

1. As ice analysis, forecasts, and collective risk assessments dictate, the COTP will issue Navigation Safety Advisories to activate additional measures for ice conditions in Upper Cook Inlet and Lower Cook Inlet. Lower Cook Inlet will be activated in a two-phased approach, Condition A and Condition B. This approach was established to facilitate more timely and appropriate risk mitigation strategies for ice conditions observed south of 60° 45' N latitude (East and West Forelands). Condition B will be activated and deactivated as per the Memorandum of Understanding (MOU) between SWAPA and Marathon.
2. Activation of Upper and Lower Cook Inlet measures for ice conditions is based on a number of factors, to include: observed and forecasted severe, sub-freezing

temperatures, aerial observations, information, and analysis provided by NOAA, SWAPA, and Cook Inlet maritime operators.

3. If ice conditions preclude the safe operation of vessels at berths in Nikiski, Drift River, Port Mackenzie, or the Port of Alaska, the COTP may exercise the authority to control vessel and facility operations as necessary until conditions improve. If the condition of a vessel changes after reporting entry into Cook Inlet, these changes must be reported to the COTP along with a self-assessment and remedial actions taken. The Coast Guard will evaluate these actions and make a determination if further remedial actions are necessary.
4. All facility operators will follow the ice operations sections of their Coast Guard approved Operations Manuals, as appropriate.

## II. STANDING GUIDELINES DURING ICE CONDITIONS

### A. ALL VESSELS GREATER THAN 300GT

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies to all vessels greater than 300 gross tons transiting Cook Inlet during ice conditions.
2. The Master is ultimately responsible for the safe operation of the vessel at all times. Adherence to appropriate risk mitigation in accordance with these *Guidelines* demonstrates forehandedness on the part of the Master and is in keeping with prudent seamanship. However, it is the Master's responsibility to take all necessary steps to effectively mitigate risk in all circumstances.
3. The Master should ensure proper operation of all vessel machinery and systems in ice conditions and / or ambient air temperatures to -40 degrees Fahrenheit / -40 degrees Celsius. This includes but is not limited to emergency fire pumps, generators, and mooring winches.
4. The Master should maintain adequate draft to keep the vessel's sea suction and propeller well below the ice to prevent ice from sliding under the vessel. If a non-tank vessel must deviate from normal ballast procedures to meet this requirement (i.e., place water ballast in a cargo hold), the Master should obtain approval from the vessel's classification society prior to transiting through Cook Inlet. In addition, the Master should confirm the watertight integrity of the vessel prior to transit.
5. The Master should ensure the vessel crew is equipped with adequate personal protection suitable for cold weather during deck operations.
6. When transiting Cook Inlet, vessels must not force ice at any time. For these purposes, "forcing ice" is defined as making way through ice that is substantial enough to significantly slow the speed of the vessel, or when the vessel slows to 50%

or less of the speed being made before entering the ice. If the Master, Pilot, or both believe the vessel is forcing ice, the Master should abort the transit and navigate to safer waters until more favorable conditions are present (excluding Offshore Supply Vessels and Barge Operations).

7. While these Guidelines are in effect, all self-propelled vessels transiting Cook Inlet will be assessed by the Coast Guard and may be subject to an ice safety examination, included as Enclosure (2), upon arrival at the pilot station in Kachemak Bay. Determination of applicable safety examinations will be made in accordance with standard Coast Guard vessel pre-arrival screening procedures and risk analysis. Vessel operators or their agents must contact the COTP at [Sector.Anchorage@uscg.mil](mailto:Sector.Anchorage@uscg.mil) or by fax: (907) 428-4114 at least 24 hours in advance of the vessel's arrival to the pilot station to determine if the vessel must undergo examination. If an ice safety examination is required, the Master of the vessel must complete and send the Cook Inlet Pre-Arrival Self-Examination Checklist included as Enclosure (1) to: [Sector.Anchorage@uscg.mil](mailto:Sector.Anchorage@uscg.mil) or (907) 428- 4114 (fax) at least 24 hours in advance of the vessel's arrival to the pilot station.
8. Vessels with Internal Combustion Engines:
  - a. If fitted with a heat exchanger, the raw water must be kept at a sufficient temperature to prevent the accumulation of ice or slush ice within the system. This may be achieved by delivering a heated medium to both the primary and secondary sea chests. The medium should be continuously supplied to both sea chests from the time the vessel passes Anchor Point inbound until the time the vessel passes Anchor Point outbound. Only lines or hoses designed for their intended service will be in use.
  - b. Starting and control air tanks should remain peaked.
  - c. All vessels propelled by gas turbines should maintain the auxiliary gas turbine ready for immediate use and engagement in the event of main gas turbine failure.
9. All vessels arriving in Cook Inlet destined for a port with an active ice condition must file a voyage plan with the COTP by email: [Sector.Anchorage@uscg.mil](mailto:Sector.Anchorage@uscg.mil) or by fax: (907) 428-4114, no less than 24 hours prior to arrival at or abeam the Kachemak Bay pilot station. Typically, the voyage plan will include an assessment of ice conditions based on National Weather Service reports and observations by SWAPA Pilots and other operators. Voyage plans must advise the COTP of intentions to contract with a tug/Ice Scout to lead the vessel through ice when needed. A Cook Inlet Voyage Plan template is included as Enclosure (3).
10. Vessel operators should make environmental considerations including: impacts of the tide and currents on ice pack and water depths, expected weather during transit, and visibility assessments. To obtain forecast currents corrected for Nikiski, consult the NOAA website at: <https://tidesandcurrents.noaa.gov/noaacurrents/Stations?g=693>. Alternative methods include: publications and vessel operators' shore support service sourcing.

11. If the weather forecast is cooling below 20 degrees Fahrenheit / -6 degrees Celsius, or the ice report is marginal, vessel operators should conduct a risk reduction evaluation prior to transiting Cook Inlet.
12. All vessels (including barges) should moor in such a fashion to mitigate "worst case" ice conditions expected.
13. If ice builds up between a moored vessel (including barges) and the pier that may threaten the integrity of the mooring, the vessel should be pulled away from the berth prior to maximum current to flush away accumulated ice.
14. Vessel operators should ensure their crewmembers are familiar with their communications procedures, backup and emergency communications are established, and radio channels and phone numbers are agreed upon prior to transiting Cook Inlet.

## **B. OFFSHORE SUPPLY VESSEL OPERATIONS**

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies to all offshore supply vessels transiting Cook Inlet during ice conditions.
2. Vessels should maintain a full 24-hour crew compliment as specified in the Certificate of Inspection, regardless of voyage distance or vessel automation.
3. Vessel's hull should be of sufficient strength to force ice without impacting its seaworthiness.

## **C. TUG AND BARGE OPERATIONS**

1. This subsection of the *Guidelines* stays in effect throughout the ice season and applies to all tug and barges transiting Cook Inlet during ice conditions.
2. Where ice coverage is seven tenths, close pack coverage or greater as published by the NOAA Ice Desk (links below), tugs attending barges should use an ice scout prior to commencing their transit.

National Weather Service Alaska Sea Ice Program: <http://www.weather.gov/afc/ice>  
Cook Inlet Concentration: <http://www.weather.gov/images/afc/ice/CTCookInlet.jpg>  
Cook Inlet Stage Analysis: <https://www.weather.gov/images/afc/ice/SACookInlet.jpg>

3. Tugs attending barges commonly maintain a notable reduction in speed while transiting through ice. Therefore, a barge transit into or out of a port of call in Cook Inlet above the East Forelands should occur during one tide cycle.
4. One cycle is defined as one flood or ebb tide into or out of an intended port of call above the East Forelands.

5. The lead vessel should immediately notify following vessels if the lead vessel is unable to proceed without “forcing ice”.
6. Tug and barge operators should maintain a safe distance of separation between vessels based on current and predicted ice conditions.
7. Tug and barge operators should consider vessel traffic in the operating area and exercise safety measures such as: operating at a safe speed and establishing a collision avoidance steering maneuver agreement between operators.
8. Tug and barge operators are recommended to ensure their crewmembers agree upon the initial route planning and discuss potential deviations based on changing ice conditions. Operators are recommended to use the Pre-Arrival Checklist for Tug and Barge Operators included as Enclosure (4) in addition to pre-established safety procedures in preparation for operation during ice conditions in Cook Inlet.

### **III. UPPER COOK INLET GUIDELINES**

North of 60° 45’ N latitude (East -West Forelands)

#### **WHILE MOORED AT FACILITIES IN UPPER COOK INLET:**

##### **A. SELF-PROPELLED VESSEL OPERATIONS**

1. Vessels should maintain “underway” watches in both engineering spaces and on the bridge when ice conditions threaten a vessel’s mooring arrangement.
2. While these guidelines are in effect, steam (or other heated medium, **not** including air) should be continuously delivered to both the primary and secondary sea chests.
3. Engines, generators, propulsion systems, and winches should be in a status to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate. A sufficient number of additional mooring lines should also be immediately available.

##### **B. TUG AND BARGE OPERATIONS**

1. Tugs attending barges should maintain an “underway” watch while alongside a dock.
2. Tugs should keep main engines running and ready for immediate operation, to include testing generators, pumps, and winches for operation, in order to ensure prompt action can be taken to mitigate hazardous ice conditions, relieve strain on mooring lines, or get underway.
3. A sufficient number of additional mooring lines should be immediately available.

4. Ensure assist tugs are available for transit and confirm that they have no schedule conflicts.

#### IV. LOWER COOK INLET GUIDELINES

South of 60° 45' N latitude (East - West Forelands)

Lower Cook Inlet will be broken down into two conditions:

Condition "A" – Ice present with no immediate impact to mooring

Condition "B" – Ice present with ice threatening the integrity of moorings

##### A. SELF-PROPELLED VESSEL OPERATIONS

#### 1. Condition "A" – Ice present with no immediate impact to mooring

- a. Engines, critical machinery remain in standby;
- b. Ice scout/assist tug deployed in immediate vicinity;
- c. Extra mooring lines immediately available.

#### 2. Condition "B" – Ice present with ice threatening the integrity of moorings

Condition B includes the requirements of Condition A and the following additional measures:

- a. Tug assist, immediate vicinity;
- b. Ice scout, operational on scene;
- c. Underway bridge watch to include Pilot(s) and engine room;
- d. Engines, critical machinery running;
- e. 4 knots Flood (forecasted) all cargo transfers shutdown (NOAA Tesoro Pier);
- f. 5 knots Flood (forecasted) cargo hoses disconnected.

#### 3. Condition "B" – Additional Details for Tesoro and LNG Dock

When Condition B is in effect and the flood current forecast is **4 knots or greater** and the vessel is encountering ice conditions **alongside the Tesoro and LNG dock**, the following actions should be taken:

- a. Discontinue all transfer operations;
- b. Make transfer hoses ready for immediate disconnect;
- c. Maintain a continuous watch (to include a Pilot(s)) to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate. Place engines and propulsion systems in a status to ensure the most expeditious means of mitigating ice conditions by relieving strain on mooring lines, getting the vessel underway, or both as appropriate; and,
- d. Position a designated vessel up current of the moored vessel to serve as an ice

scout. The ice scout should only work under the direction of the moored vessel's navigational watch. The ice scout should be positioned to ensure observed ice conditions are relayed to the moored vessel in a timely manner for effective risk mitigation efforts.

- e. The Master, Pilot, or Person-in-Charge should discontinue transfer operations, disconnect hoses, and get the vessel underway any time circumstances warrant.

## **B. NIKISKI TUG/BARGE OPERATING GUIDELINES**

When Lower Cook Inlet guidelines are in effect, in addition to filing a voyage plan with the COTP the following actions should be taken:

### **1. Condition "A" - Ice present with no immediate impact to mooring**

- a. Engines, critical machinery remain in standby
- b. Extra Mooring lines immediately available

### **2. Condition "B" – Ice present with ice threatening the integrity of moorings**

Condition B includes the requirements of Condition A and the following additional measures:

- a. Tug assist, immediate vicinity;
- b. Ice Scout, operational on scene;
- c. Underway watch bridge and engine room;
- d. 2 knots Flood (forecasted) Engines, critical machinery running;
- e. 4 knots Flood (forecasted) all cargo transfers shutdown (NOAA Tesoro Pier);
- f. 5 knots Flood (forecasted) cargo hoses disconnected.

### **3. Condition "B" – Additional Details**

When Condition B is in effect, the following actions should be taken:

- a. An "assist" tug should assist the attending tug and barge to the facility;
- b. When there is no ice at the dock and the barge has successfully moored, the assist tug may act as an ice scout under the direction of the moored tug's navigational watch. The ice scout should be positioned in the best location so that current ice conditions can be relayed to the attending tug in a timely manner, allowing tow response to expedite prudent risk mitigation;
- c. The attending tug should maintain an "underway" watch on the bridge while alongside the dock, keep main engines running and ready for immediate operation, and keep a sufficient number of additional mooring lines immediately available for use in an emergency;
- d. When a vessel is encountering ice conditions while alongside the dock, the assist tug should reposition alongside the moored tow in a timely manner;
- e. When the flood current forecast is **2 knots or greater** and the tow is encountering



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ice conditions whether underway or moored, both the attending and assist tug should keep main engines running and ready for immediate operation; and,

- f** When the current forecast is **4 knots or greater** and the tug and barge is encountering ice conditions, all transfer operations should be discontinued and transfer hoses made ready for immediate disconnect.
- g** The facility dock Person-in-Charge, Towing Vessel Operator, Tug Captain, or Barge Tankerman may determine it prudent to suspend transfer operations and disconnect hoses during maximum flood currents, since the ice flow is generally heavier on the flood tide at the Nikiski docks.

### **C. OFFSHORE SUPPLY VESSEL OPERATIONS**

- 1.** An “underway” watch should be maintained on the bridge when ice conditions threaten a vessel’s anchoring or mooring arrangement.

C. A. Culpepper  
Captain, U.S. Coast Guard  
Captain of the Port, Western Alaska

4 Enclosures



# Cook Inlet Pre-Arrival Self-Examination Checklist

|  |  |                     |  |
|--|--|---------------------|--|
| Vessel Name                                |  | Official/IMO Number |  |
| Arrival Port/Facility                      |  | Arrival Date/Time   |  |
| Forward Draft                              |  | Aft Draft           |  |
| Please select all that apply to the vessel | <input type="checkbox"/> Built to Ice Class* <input type="checkbox"/> Polar Ship Certification* <input type="checkbox"/> First Time to Cook Inlet<br><i>*Please reply with relevant documentation attesting to the vessel's certification/classification</i> |                     |  |

- |  |   |
|--|---|
| Verify fire and foam pumps, along with associated piping, are prepared for cold weather operations.                                | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify all lifeboat/liferaft releasing gears are free and clear of ice accumulation.   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify the pilot ladder is free and clear of ice accumulation immediately prior to use.  | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify anchors are free and clear of ice accumulation and ready for immediate use.   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify emergency exit doors are free and clear of ice accumulation.  | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Has the vessel received and reviewed a copy of the current Operating Guidelines for Ice Conditions in Cook Inlet prior to arrival? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Has the vessel received and reviewed the current ice conditions and appropriate weather forecasts for Cook Inlet prior to arrival? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Has steering gear test required by 33CFR164.25(a)(1) been conducted with satisfactory results?                                     | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Does the vessel have steam or a re-circulation system running to all sea chests?   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Is the vessel free of any conditions of class?   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify the emergency generator is ready for cold weather operations.   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify all radar antennae are free and clear of ice accumulation and ready for use in freezing conditions.                         | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify the emergency tow system is ready for operation in freezing conditions.   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify mooring winches are free and clear of ice accumulation, ready for immediate use.  | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify all sea strainers are free and clear of debris.   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify the vessel is free of deck ice accumulation that may affect stability and/or access and egress on the weather deck.         | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Verify on deck containments are free and clear of ice accumulation and can still hold the designed capacity.                       | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Do all personnel have adequate winter protective clothing?   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Does the bridge or wheelhouse have adequate heating?   | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Do living quarters have adequate heating?  | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| Explain any "No" response or provide additional information:   |   |
|  |   |
|  |   |

I have read and understood the document *Operating Guidelines for Ice Conditions in Cook Inlet* and attest to the veracity of this checklist report.

|                        |                     |
|------------------------|---------------------|
| Master's Printed Name: | Master's Signature: |
|------------------------|---------------------|

**Any changes to the vessel or its systems before or after an ice exam must be reported to the Coast Guard Officer in Charge, Marine Inspection.**

Please send completed forms at least 24 hours prior to arrival in Cook Inlet to [Sector.Anchorage@uscg.mil](mailto:Sector.Anchorage@uscg.mil) or (907) 428-4114 (fax). For any questions, contact the Duty Arrivals Petty Officer at (907) 428-4100.

### Ice Guidelines Exam Form

|                                      |   |   |   |
|--------------------------------------|---|---|---|
| <b>Date:</b>                         |   |   |   |
| <b>Coast Guard Vessel Examiners:</b> |   |   |   |
| <b>Vessel Name:</b>                  |   |   |   |
| <b>Destination or Port of Call:</b>  |   |   |   |
| <b>Ice Condition in Effect:</b>      | <input type="checkbox"/> Upper Cook Inlet | <input type="checkbox"/> Lower Cook Inlet A | <input type="checkbox"/> Lower Cook Inlet B |
| <b>Draft Reading:</b>                | <b>Forward:</b>                           | <b>Aft:</b>                                 |   |

|                              |  |
|------------------------------|--|
| <input type="checkbox"/> SAT | All deck personnel must have adequate winter protective clothing.  |
| <input type="checkbox"/> SAT | Steering gear test witnessed.  |
| <input type="checkbox"/> SAT | Wheelhouse and living quarters heated.   |
| <input type="checkbox"/> SAT | Operational test conducted of fire, ballast and emergency fire pump (do not press deck lines).   |
| <input type="checkbox"/> SAT | Operational test conducted of both anchor windlasses and all deck mooring winches (not while moored to a pier).  |
| <input type="checkbox"/> SAT | Verify steam run to all sea chests or a re-circulation system. Hoses or lines must be designed for steam service. Operationally test all steam lines to ensure they are clear and steam is delivered all the way into the sea chest. |
| <input type="checkbox"/> SAT | Ensure all secured engines have heat exchangers on. All vessels powered by gas turbines shall maintain the auxiliary gas turbine ready for immediate use in the event of main gas turbine failure.                                   |
| <input type="checkbox"/> SAT | Ensure emergency generator fuel tank is topped off, and generator set in auto mode. Operationally test by starting in manual mode.   |
| <input type="checkbox"/> SAT | Discuss with vessel personnel the requirement to maintain compliance with the prescribed "Ice Guidelines", including while at the dock and during all subsequent voyages while the "Ice Guidelines" are in effect.                   |
| <input type="checkbox"/> SAT | Conduct visual examination of releasing gear for lifeboats/liferafts and emergency exits for excess ice accumulation and discuss with vessel personnel the importance of maintaining this equipment in icy weather.                  |
| <input type="checkbox"/> SAT | Is the crew familiar with the vessel's communications procedures, vessel's planned route and collision avoidance procedures?   |

**Cook Inlet Voyage Plan**

*Vessel  
Information*

Name \_\_\_\_\_  
Official Number \_\_\_\_\_  
Cargo \_\_\_\_\_

*Voyage  
Information*

Notice of Arrival Submitted in accordance with 33 CFR 160 Subpart C? \_\_\_\_\_  
Destination \_\_\_\_\_  
ETA \_\_\_\_\_  
ETD \_\_\_\_\_  
Anticipated Weather / Ice Conditions \_\_\_\_\_  
\_\_\_\_\_  
Planned use of assist tugs \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Contact  
Information*

Ship (Phone/E-mail/VHF) \_\_\_\_\_  
Agent \_\_\_\_\_  
Owner / Operator \_\_\_\_\_

Did you fill out required Ice Guidelines self-examination sheet  
(Found on Homeport)  
Fax with Voyage Plan

*Additional  
Information*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Voyage Plan Submitted by \_\_\_\_\_

**Pre-Arrival Checklist for Tug and Barge Operators**

| <b>Checklist Item</b>  | <b>Master's Initials</b> |
|--|--------------------------|
| <b>Pre docking</b>   |                          |
| 1. Review Port Information Book prior to arrival   |                          |
| 2. Check most current weather forecast 1 hour prior to docking maneuvers   |                          |
| 3. Check tide/current tables and advise tankerman of slack tide periods and range of tide, which must be noted in barge load plans |                          |
| 4. Determine maximum allowable current velocity during docking/undocking maneuvers   |                          |
| 5. Check operation of mooring winches  |                          |
| 6. Check mooring lines/wires (compliance with facility's mooring requirements)   |                          |
| 7. Discuss mooring plan with crew  |                          |
| 8. Review load plan with tankerman   |                          |
| 9. Ensure tug mooring lines (double head and spring lines if moored on the hip)  |                          |
| 10. Ensure second generator on standby   |                          |
| 11. Ensure backup steering pump online   |                          |
| 12. Determine radio communications with dock and assisting tugs  |                          |
| 13. Ensure all crew required to assist with docking/undocking maneuvers  |                          |
| 14. Determine use of an assist tug at Master's discretion  |                          |
| 15. Determine mooring arrangement: north/south facing orientation  |                          |
| <b>While Moored at dock</b>  |                          |
| 1. Maintain wheelhouse watch at all times when moored  |                          |
| 2. Check weather update 1 hour prior to all water slack  |                          |
| 3. Notify dock control pending weather concerns  |                          |
| 4. Monitor mooring lines/wires (check with dock control for tension indicators)  |                          |
| 5. Determine when to bring barge hydraulics on line. Example ½ hour before low slack   |                          |
| 6. Determine/manage crew leave while moored at dock  |                          |
| 7. Determine status of tug main engines, steering and navigation equipment before tide changes                                     |                          |
| <b>Towed Barges - Parameters</b>   |                          |
| 1. Determine when head and spring lines should be doubled when operating in and around facility                                    |                          |
| 2. Consider loading barge as uniformly/flat as possible (especially one hour before low slack)                                     |                          |
| 3. Consider maneuvering barge to get tug a lee after departure to minimize slamming damage   |                          |

| Checklist Item   | Master's Initials |
|--|-------------------|
| <b>Articulated Tug Barges (ATB) - Parameters</b>   |                   |
| 1. Determine when ATB's must be all fast at berth. Example: at least one hour prior to high water slack  |                   |
| 2. Determine when ATB's mooring at the berth will moor port/starboard side to, bow facing south/north  |                   |
| 3. Determine when tug Master will brief the assist tug regarding weather parameters for emergency departure, connection location(s) for tow hawser, if needed and departure procedures |                   |
| 4. Determine when during all periods of flood tides, tug and barge must be hard coupled  |                   |
| 5. Determine when tug will commence coupling maneuver. Example: at least ½ hour prior to low water slack, allowing sufficient time to complete coupling prior to the change of tide    |                   |
| 6. Determine when during coupling maneuvers barge transfer operations are to be shut down and header valve(s) closed   |                   |
| 7. Determine when crew will use ballast and loading trim to minimize the number of couple/de-couple maneuvers  |                   |
| 8. Determine when tug will have main engines and navigational equipment online and in state of readiness for emergency departure   |                   |
| <b>Emergency Departure Guidelines</b>  |                   |
| 1. Advise Dock Control of intent to depart   |                   |
| 2. Advise assist tug of intent to depart and discuss departure plan  |                   |
| 3. All vessel crew called out to assist with departure   |                   |
| 4. Secure transfer operations  |                   |
| 5. Secure barge valves   |                   |
| 6. Barge positioned to squarely spring off dock fender panels (do not allow barge to drift inside face of fender panels)   |                   |
| 7. Notify company of emergency departure   |                   |