COMMERCIAL FISHING INDUSTRY VESSEL

EMERGENCY INSTRUCTIONS

&

DRILL LOG

VESSEL NAME: _____

U.S. Coast Guard



Fishing Vessel Safety

206-815-6429

D13CFVS@uscg.mil

www.FishSafeWest.info

****NOTE: Emergency Instructions should be specific to your vessel, on board equipment, gear-type and crew complement. The information contained in this manual may be used as a guide to further develop these instructions.**

Developed by USCG Sector Columbia River
Fishing Vessel Safety Program

Updated Feb 2025

SEVEN STEPS TO SURVIVAL

1. RECOGNITION
In an emergency, recognize the seriousness of your situation and accept that you need to act to save your life. Decide to THINK and RESPOND LIKE A SURVIVOR!

2. INVENTORY
Take stock of your situation and resources to determine what will work for you and against you. Inventory your equipment, skills, weather, location, physical and mental condition (including injuries), and natural resources. BE CREATIVE!

3. SHELTER
Protect yourself from the wet, cold, and wind by improving your shelter and increasing your flotation. In an emergency your shelter may be your clothing, immersion suit, life raft, or a shelter you construct.

4. SIGNALS
Help rescuers find you by using emergency signals that attract attention and convey the need for help.

5. WATER
Each person should drink 2-4 quarts of uncontaminated water daily to prevent dehydration.

6. FOOD
Know which foods are safe to eat and avoid eating if you don't have water.

7. PLAY
Stay busy and keep a positive mental attitude.

For Drill Conductor and other safety training courses, contact Alaska Marine Safety Education Association (AMSEA) www.amsea.org (907) 747-3287 or North Pacific Fishing Vessel Owner's Association (NPFVOA) www.npfvoa.org (206) 285-3383.

SAFETY ORIENTATION*

Show Vessel Layout

- Engine: on/off, steering, gear selection, etc.
- Fuel System: shut off and crossover valves
- Alarms: what they are; what they mean; reporting inoperative alarms
- Entrapment: exit routes
- Hazards: hatches, winches, machinery, lines, slippery areas, stability concerns, blind spots, etc.

Show Vessel Safety and Survival Equipment

- Immersion suit/PFD: need, stowage, fit, donning
- Liferaft/survival craft: need, location function, deployment, what not to do
- EPIRB: need, location, function, use
- Radio(s): need, location, function, use
- GPS/Plotter: function, how to find position
- Flares: need, location, function, use, what not to do
- Fire extinguishers: location, function, use, what not to do
- Other equipment: ring buoy, crew overboard recovery gear, first aid kit

Show Vessel's Policies and Emergency Instructions

- Drug and alcohol policy
- Placards: Report all injuries, report all malfunctions, waste disposal
- Emergency Instructions: Review postings and what is in this book

Emergency Assignments (Station Bill)—Each Crewmember's Specific Duties in:

- Abandoning the vessel
- Fighting fires in different locations onboard the vessel
- Recovering an individual from the water
- Minimizing the effects of unintentional flooding
- Launching survival craft and recovering rescue boats (if equipped)
- Making a voice radio distress call
- Using visual distress signals and flares
- Activating the General Alarm
- Reporting inoperative alarm systems and fire detection systems

*Adapted from *Beating the Odds*, AMSEA, 2014

SAFETY ORIENTATION LOG

F/V _____

This certifies that I have read and received a safety orientation briefing on this vessel including the instructions, emergency assignments, and diagrams contained herein and understand the above.

DATE	PRINTED NAME	SIGNATURE

The master or individual in charge of a vessel must ensure that a Safety Orientation is given to each individual on board that has not received the instruction and has not participated in the monthly drills before the vessel may be operated.

ANCHORING

1. Choose an appropriate location: Protection from the wind and seas, if possible.

   ***Note*: *If in extremis due to proximity to the shore, or loss of mechanical systems, choosing an appropriate location may be difficult. Consider emergency anchoring possibilities based on the location you operate*.

2. This vessel has _____ft/fathoms of anchor Chain/line. Therefore, only anchor in depths no more than _____ft/fathoms in mild weather, ____ft/fathoms for heavy weather.

3. Approach anchorage slowly with bow into wind or current, whichever is stronger.

4. Once at anchorage deck crew will don lifejackets; ease the anchor out until it hits bottom, then back down slowly.

5. Pay out between 5 and 10 times (depending on weather) water depth. Back down to set the anchor.

6. Set anchor watch to ensure anchor does not drag. Be prepared to get underway if anchor drags unacceptably.

   ***Note*: *Consider anchor operations should hydraulics fail.*

CREW OVERBOARD

1. ***Anyone*** witnessing the person falling overboard yell **"MAN OVERBOARD _____ SIDE!"**
2. **Throw a marker** (anything that floats or extra ring life buoy) close to the victim or in proximity to be used as a datum marker.
3. **Maintain visual** with person in the water and relay position and distance to the wheelhouse.
4. **Press the MOB button** on plotter and maneuver the vessel for recovery based on fishing gear and taking advantage of wind and seas.
5. Vessel's **RECOVERY OPTIONS**:

    a. _____

    b. _____

    c. _____

    **If a rescue swimmer is used, ensure to use appropriate PFD or immersion suit and attach a tether line.*
6. **Recover person** from the water.
7. **Provide first aid** and aftercare as necessary.
8. Notify the Coast Guard and nearby vessels if the person overboard is not witnessed or not immediately located. Continue searching until released by the Coast Guard.

*****Your best chance to survive a fall overboard is to ALWAYS wear a lifejacket when on deck*****

FIRE

1. ***NOTIFY PILOTHOUSE***—alert crew / call MAYDAY / maneuver vessel to minimize effect of wind on fire
2. ***SECURE RUNNING EQUIPMENT*** feeding or affected by fire
3. ***USE PORTABLE EXTINGUISHERS*** to fight fire

*** IF FIRE IS NOT IMMEDIATELY EXTINGUISHED: ***

4. ***MOVE SURVIVAL GEAR*** that could be damaged by fire
5. ***DE-ENERGIZE ELECTRICAL SYSTEMS*** supplying the affected space(s)

   *** Do not use water on energized electrical fire ***
6. If fire is in a machinery space, ***SHUT OFF FUEL SUPPLY***

   → Fuel valves are located _____
7. ***ACCOUNT FOR ALL PERSONNEL***
8. ***SHUT OFF AIR SUPPLY*** to fire: close hatches, doors, vents, etc.

   → Secure powered ventilation in affected space

   If decision is made to use fixed extinguishing system:

   → Secure running equipment & air supply/ventilation in protected space

   → Discharge fixed extinguishing system
9. ***CHECK ADJOINING SPACES & COOL*** to prevent spread of fire
10. Once fire is extinguished, ***DEWATER TO AVOID INSTABILITY***

*** IF UNABLE TO CONTROL FIRE: ***

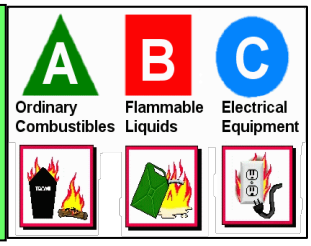
→Notify Coast Guard & nearby vessels

→Prepare to abandon ship



Prevention Tips

- → Wrap exhausts
- → Wipe up and repair leaks
- → Avoid storing near heat sources
- → Secure gear for rough seas
- → Do not overload electrical circuits
- → Clean / prevent electrical equipment corrosion



FLOODING

1. **Test the High-Water Alarms regularly** to ensure they are working.

2. Once flooding is observed, **notify** the pilothouse immediately, sound the alarm and send a MAYDAY before it is too late.

3. **Engage pumps** to remove the water.

4. **Close watertight and weathertight doors, hatches** and any other potential point of water ingress.

5. **Be wary of free surface effect**; vessel can easily capsize if water in the hull has an opportunity to slosh back and forth in a wide area.

6. **Find and patch** the flooding point to slow rate of flow.

   →Vessel **IS / IS NOT** outfitted with a Damage Control Kit

   LOCATION: _____.

7. ***If flooding becomes uncontrollable, close hatches and doors to slow the progression of flood waters. If time permits, send an updated MAYDAY. Abandon ship!***

ROUGH WEATHER AT SEA

- Monitor weather for changing conditions and updates (National Weather Service, USCG Broadcasts, Smartphone Apps, etc.)
- Keep doors and hatches closed
- Crew wearing life jackets and bright clothing while working on deck
- Crew should have a knife on person to quickly free from entanglement
- Gear should not be left free to move on deck
- When in engine space, remove loose clothing that might cause a hazard around moving pulleys, belts and pumps
- Energize all available navigation equipment to detect other vessels in reduced visibility (AIS, Radar, Navigation and Deck Lights)
- Extra considerations made for sloshing catch, ice, and water in hold

CROSSING HAZARDOUS BARS

- Check current bar conditions, predicted weather forecast and tidal currents
- Check bar restriction and make notification to Coast Guard of intention to cross if vessel length is less than restriction length. DO NOT CROSS if a Captain of the Port Closure (COTP) is in effect.
    - Notification required from Sunset to Sunrise
    - Notification should include persons on board and description of vessel
    - Include information about any known concerns with vessel
    - Request Bar Standby or Escort if desired
    - Confirm with Coast Guard when safely across the bar
- Check all spaces and ensure all doors and hatches are closed.
- Ensure crew has Personal Flotation Devices available or worn if on deck
- All personnel must be awake, up and alert during rough bar transits
- Secure all loose gear on deck
- Close all door and hatches when crossing to prevent down flooding in the event water comes on deck

Updated Bar Conditions can be obtained from the local Coast Guard station
Or posted at www.weather.gov/pqr/allbars

ABANDON SHIP

1. The ABANDON SHIP station is located: _____
2. **Alert the crew** to prepare to abandon ship.
3. **Broadcast MAYDAY** signal on VHF-FM Channel 16 / SSB 4125 kHz. **Press red Distress / DSC button** if radio is equipped.
4. **Don immersion suits/PFDs** and dress in warm clothing if time permits.
5. **Activate EPIRB** and keep with you.
6. **Gather extra supplies** (water, handheld radio, flashlights, distress signals) and abandon ship kit.
7. **Launch the survival craft** and make ready for boarding. Captain makes decision to **leave the vessel when it is more dangerous to be onboard** the vessel than in a survival craft.
8. After everyone is in the raft, **locate the buoyant knife** and be ready to cut the painter line free from the disabled vessel if necessary. **Tether EPIRB to the raft and place it in the water**, keeping a close watch.
9. Go through the 7-steps to survival:

RECOGNITION
INVENTORY
SHELTER
SIGNALS
WATER
FOOD
PLAY

MONTHLY DRILL LOG

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Enter date the drill was conducted and check each box

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--Activate General Alarm	☐
--Simulate MAYDAY call	☐
--Check and Operate Pumps	☐
--Check Damage Control Kit	☐
--Check watertight/weathertight doors and hatches	☐

FIRE FIGHTING	**DATE:**
--Activate General Alarm	☐
--Simulate MAYDAY call	☐
--Don SCBA & Fire Fighting Gear	☐
--Breakout & Simulate use of Fire Fighting Equipment	☐

ABANDONING VESSEL	**DATE:**
--Activate General Alarm	☐
--Don Immersion Suits	☐
--Simulate MAYDAY call	☐
--Simulate Launching Survival Craft	☐
--Inspect Visual Distress Signals	☐

PERSON OVERBOARD	**DATE:**

TEST & INSPECT EPIRB	**DATE:**

Drills Should Be:

--Hands On
--Realistic
--Spontaneous
--Everyone Participates
--Progressive
--Build Teamwork
--Safe
--Positive

REMINDERS:

--Ensure proper fit & condition of Immersion Suits & PFDs

--Check Dates on Visual Distress Signals

--Check Stowage of Survival Craft

--Check Dates of Survival Craft and HRU

--Check Dates on EPIRB (Battery, HRU and NOAA Registration)

--Check Fire Extinguisher Condition & Servicing

I certify that the above Drills were conducted as logged:

X_____
Captain/Master

Crew Participating: X_____ X_____

X_____ X_____

X_____ X_____

X_____ X_____

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Maintain copies onboard the vessel and ashore.

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--Check Fire Extinguisher Condition & Servicing

I certify that the above Drills were conducted as logged:

X_____
Captain/Master

Crew Participating: X_____ X_____

X_____ X_____

X_____ X_____

X_____ X_____

X_____ X_____

Maintain copies onboard the vessel and ashore.

MONTHLY DRILL LOG

Vessel: _____ Month: _____ Year: _____

Enter date the drill was conducted and check each box

FLOODING	**DATE:**
--Activate General Alarm	☐
--Simulate MAYDAY call	☐
--Check and Operate Pumps	☐
--Check Damage Control Kit	☐
--Check watertight/weathertight doors and hatches	☐

FIRE FIGHTING	**DATE:**
--Activate General Alarm	☐
--Simulate MAYDAY call	☐
--Don SCBA & Fire Fighting Gear	☐
--Breakout & Simulate use of Fire Fighting Equipment	☐

ABANDONING VESSEL	**DATE:**
--Activate General Alarm	☐
--Don Immersion Suits	☐
--Simulate MAYDAY call	☐
--Simulate Launching Survival Craft	☐
--Inspect Visual Distress Signals	☐

PERSON OVERBOARD	**DATE:**

TEST & INSPECT EPIRB	**DATE:**

Drills Should Be:

--Hands On
--Realistic
--Spontaneous
--Everyone Participates
--Progressive
--Build Teamwork
--Safe
--Positive

REMINDERS:

--Ensure proper fit & condition of Immersion Suits & PFDs

--Check Dates on Visual Distress Signals

--Check Stowage of Survival Craft

--Check Dates of Survival Craft and HRU

--Check Dates on EPIRB (Battery, HRU and NOAA Registration)

--Check Fire Extinguisher Condition & Servicing

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Maintain copies onboard the vessel and ashore.

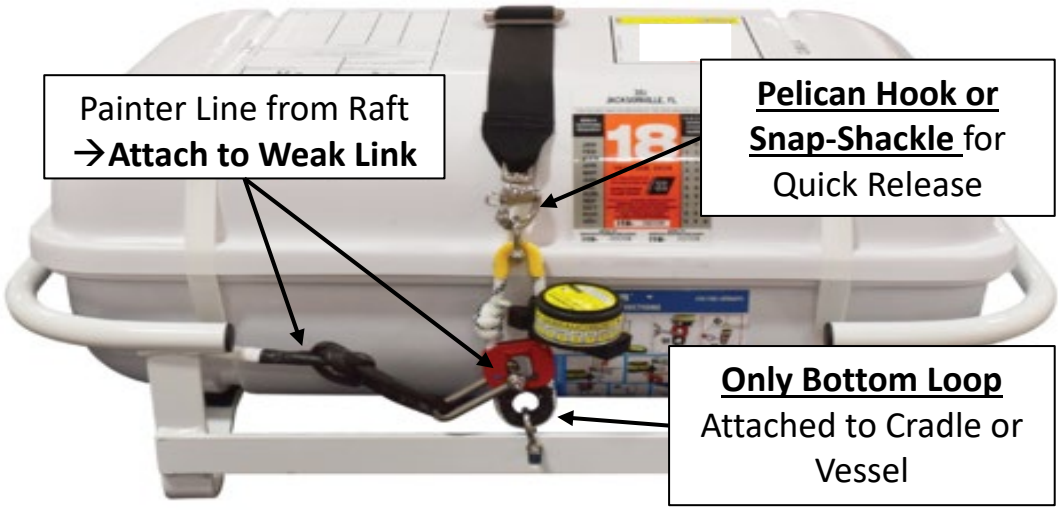
LOCATION OF EMERGENCY EQUIPMENT

ITEM	LOCATION
IMMERSION SUITS	
PERSONAL FLOTATION DEVICES (PFDS)	
EPIRB	
SURVIVAL CRAFT	
ABANDONSHIP STATION	
FIRE EXTINGUISHERS	
RING LIFE BUOYS	
PERSON OVERBOARD RECOVERY DEVICE	
FLARE KIT	
FIRST AID KIT	

EMERGENCY ALARMS & SIGNALS

The EMERGENCY SIGNALS used on this vessel are: *Examples are General Alarm, Ship's Whistle, Public Address, Voice.*

SITUATION	ALARM
FIRE	
FLOODING	
PERSON OVERBOARD	
ABANDON SHIP	
OTHER EMERGENCY	



POST IN LOCATION VISIBLE TO CREW

Commercial Fishing Vessels REV. 8/20

HAZARDOUS BAR CROSSING PROCEDURES

33 CFR 165.1196 and 165.1325:

WHEN THE BAR IS RESTRICTED BETWEEN SUNSET AND SUNRISE,
CONTACT THE COAST GUARD ON VHF-FM CH 16 / 22A:

- **RECEIVE UPDATED BAR INFORMATION**
- ***PRIOR TO CROSSING*** **PROVIDE:**
  - ❑ **VESSEL NAME**
  - ❑ **POSITION**
  - ❑ **NUMBER OF PEOPLE ONBOARD**
  - ❑ **DESTINATION (INBOUND, OUTBOUND, OFFSHORE, ETC.)**
- **DISCUSS ESCORT OPTIONS *(IF WARRANTED)***
- ***AFTER CROSSING*****, REPORT SAFE TRANSIT**



VHF FM
CH 16/22A

LIFEJACKETS / IMMERSION SUITS MUST BE WORN ON DECK OR READILY AVAILABLE WHILE INSIDE



www.FishSafeWest.info

Commercial Fishing Vessels REV. 5/24

EMERGENCY RADIO CALL PROCEDURES

1. MAKE SURE RADIO IS ON
2. ON DSC RADIOS, LIFT COVER AND PRESS BUTTON FOR 5 SECONDS THEN RELEASE—GO TO STEP 8
3. NON-DSC RADIOS, CHANGE TO VHF CHANNEL 16 OR HF 4125 KHz
4. PRESS AND HOLD TRANSMIT BUTTON
5. CLEARLY SAY "MAYDAY, MAYDAY, MAYDAY"
6. GIVE:
   - ❑ THE VESSEL'S NAME: _____
   - ❑ POSITION/LOCATION
   - ❑ NATURE OF EMERGENCY
   - ❑ NUMBER OF PEOPLE ONBOARD
   - ❑ VESSEL DESCRIPTION _____
7. RELEASE TRANSMIT BUTTON
8. WAIT 30 SECONDS – IF NO RESPONSE GO TO STEP 3





VHF FM 16
HF 4125

FishSafeWest.info MGR

POST IN A LOCATION VISIBLE TO CREW

IMMERSION SUIT DONNING INSTRUCTIONS

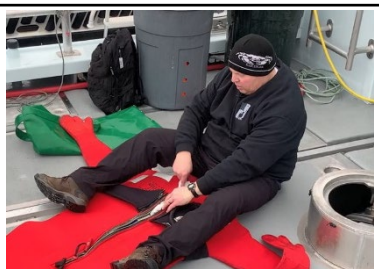
IMMERSION SUITS ARE STOWED: _____



SELECT PROPER SIZE



TUCK IN HOODIE



ROLL OUT SUIT & SIT DOWN



USE BAGS OVER BOOTS OR REMOVE



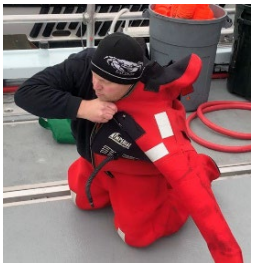
INSERT EACH LEG FULLY INTO SUIT FOOT



CLOSE ANKLE STRAPS



ROLL TO KNEES OR STAND - HIKE SUIT ABOVE HIPS



INSERT WEAK ARM



REMOVE HAT



PLACE HOOD ON HEAD



CHECK ZIPPER TOGGLE



INSERT STRONG ARM



LEAN BACK & ZIP UP SUIT



SECURE FACE FLAP

CHECK & HELP CREWMATES

DO NOT INFLATE AIR BLADDER TIL AFTER ABANDONING SHIP

POST IN A LOCATION VISIBLE TO CREW

EMERGENCY STATION BILL

VESSEL NAME: _____

Name/Position	**FIRE** Station/Bring	**FLOODING** Station/Bring	**ABANDON SHIP** Station/Bring	**CREW OVERBOARD** Station/Bring
Example: *I.M. Salty/Deckhand 1*	*On Scene* *Fire Extinguisher*	*On Scene* *Damage Control Kit*	*Abandon ship station* *EPIRB*	*Deck* *Rig recovery device* *Treat victim*

Each member must know his/her role in an emergency. If you do not know your role or what is required notify the Master immediately. Your safety and the safety of the other crewmembers depend on it.

HAVE WE CONDUCTED EMERGENCY DRILLS THIS MONTH?

POST IN A LOCATION VISIBLE TO CREW

EMERGENCY STATION BILL

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Name/Position	**FIRE** Station/Bring	**FLOODING** Station/Bring	**ABANDON SHIP** Station/Bring	**CREW OVERBOARD** Station/Bring
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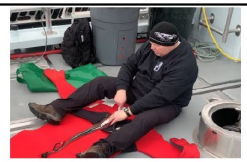
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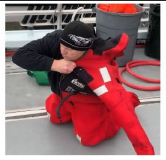

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