



# United States Coast Guard

## Marine Inspection Office Europe



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### MARINE SAFETY INFORMATION BULLETIN (MSIB) 05-09

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## Procedures for Providing Notification of Marine Casualties and for Post Casualty Repairs and Alterations

In recent months there have been incidents of reportable marine casualties where the reporting requirements in 46 CFR Subpart 4.05 have not been followed. Along with casualty reporting issues, there have been instances where there has been little to no effort to provide the appropriate notice of post casualty repairs and alterations to the Cognizant Officer in Charge of Marine Inspection (OCMI).

The intent of this USCG Activities Europe Advisory is to reiterate the requirements of casualty reporting as well as for providing notice of repairs and alterations subsequent to a marine casualty.

**Notice of Marine Casualty (46 CFR 4.05-1):** Immediate notification, pursuant to regulatory requirements, facilitates response by the federal government including investigations which promote the prevention of future similar incidents, verification of vessel fitness for service and other activities. Failure to comply with the immediate notification process carries severe maximum civil penalties and potential action against merchant mariner credentials.

Immediate notifications may be made by e-mail to [acteurinvestigations@uscg.mil](mailto:acteurinvestigations@uscg.mil), by facsimile to +31-10-450-4752, and by telephone to +31-10-442-4458 extension 2. For notifications made after routine business hours (7:00 am to 4:30 p.m. Monday – Friday, exclusive of federal holidays), it is preferred that the Investigations Department be contacted by telephone with a follow-up e-mail or facsimile.

**Written Report of Marine Casualty (46 CFR 4.05-10):** The written report, CG-2692 and applicable supplements, are required to be completed and submitted within five days of the marine casualty. This is in addition to the required immediate notification. These forms can be accessed at the USCG Activities Europe website, <http://www.uscg.mil/acteur/reporting.asp>. An instruction sheet is part of the form and should be referenced to ensure that a fully completed form is submitted. A form that is incomplete may be returned.

A critical portion of form CG-2692 is Section IV (block 44), *Description of Casualty*. This is where a detailed description of the casualty is documented, along with recommendations for corrective safety measures, and drug/alcohol involvement or testing. The CG-2692 instruction sheet contains additional guidance. If additional space is required, it is acceptable to attach a separate, signed and witnessed supplement to the form and reference the attached sheet in block 44.

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**Repairs and Alterations (46 CFR 91.45, 126.150):** Except in an emergency, no repairs or alterations to the hull or machinery, or to equipment that affects the safety of a vessel, may be made without providing notice to the Cognizant OCMI in the inspection zone where the repairs or alterations are to be made. When emergency repairs or alterations have been made the master, owner, or operator must notify this OCMI as soon as practicable after the emergency. Drawings of alterations shall be approved before work is started unless deemed unnecessary by the Officer in Charge of Marine inspection.

This notification, for any U.S. vessels operating within ACTEUR zone (regardless of where its COI was issued), shall be made as soon as practicable to the ACTEUR Inspections Department. As with notifications of marine casualties, these notifications may be made by telephone +31-10-442-4458 ext. 1, facsimile +31-10-450-4752, or by e-mail [acteurinspections@uscg.mil](mailto:acteurinspections@uscg.mil). For notifications made after routine business hours (7:00 am to 4:30 p.m. Monday – Friday, exclusive of federal holidays), it is preferred that the Inspections Department be contacted by telephone with a follow-up e-mail or facsimile.

**Inspection after Accident (46 CFR 91.30, 126.110):** A survey, either general or partial, according to the circumstances, is required to be made every time an accident occurs or a defect is discovered which affects the safety of the vessel or the efficacy or completeness of its lifesaving appliances, fire-fighting or other equipment, or whenever any important repairs or renewals are made. The survey shall be such as to insure that the necessary repairs or renewals have been effectively made, that the material and the workmanship of such repairs or renewals are in all respects satisfactory, and that the vessel complies in all respects with the regulations.

In some extenuating cases third parties such as classification societies may be allowed to act on behalf of the USCG when conducting damage surveys and inspection of repairs. However, the authority to act on behalf of the USCG can only be granted by the Cognizant OCMI after receiving a written request from the vessel's master, owner, operator, or person in charge which clearly explains the extent of the damage or defect (including photographs), proposes the repairs which are to be made, defines who will be making the repairs, and outlines the extenuating circumstances for why a third party should be allowed to act on behalf of the USCG. This request is required to be submitted prior to commencing repairs or alterations, unless in an emergency situation. In any case, the Cognizant OCMI will advise if the request will be granted as well as any additional requirements. Upon completion of the survey the master, owner, operator, or person in charge will be required to forward the associated third party report to the OCMI for review.

It is vital that the communication and partnership between the Coast Guard and the maritime industry continue to strengthen. For additional information or clarification regarding this Marine Safety Bulletin, please contact Lieutenant Commander Michael DeLury, Chief, Inspections Department, or Commander Kenneth Bryan, Chief, Investigations Department.

  
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Officer in Charge of Marine Inspection