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16732  
D8(m) Policy Ltr 02-2000  
20 March 2000

From: Commander, Eighth Coast Guard District  
To: Distribution

Subj: MARINE CASUALTY REPORTING GUIDANCE FOR INLAND RIVER MARINE  
SAFETY OFFICES

Ref: (a) Marine Casualties Natural Work Group Report dated 9 December 1999  
(b) Action Items and Agreements Report dated January 13, 2000

1. **Purpose.** This letter establishes policy regarding recommendations developed from the Marine Casualties Natural Work Group report dated 9 December 1999 (reference (a)).
2. **Background.** On July 9, 1999 members of the marine industry, Coast Guard and American Waterways Operators held a summit to address industry concerns that, left unattended, could negatively impact ongoing industry/Coast Guard relations. A Marine Casualties Natural Work Group was established and tasked to review issues related to incident reporting, investigations, and enforcement. The Group convened several times between August and November 1999 and developed a report that produced 17 recommendations (reference (b)). The recommendations were discussed at a second summit meeting held on January 13, 2000 and agreed upon in principle by summit participants.
3. **Implementation.** This policy is effective within the boundaries of the Eighth Coast Guard District's inland waterways. The inland waterways are defined as the Mississippi River and its tributaries including the Missouri, Illinois, Ohio, Cumberland, Tennessee, Arkansas, and Red Rivers, and the Gulf Intracoastal Waterway.
4. **Action.**
  - a. Eighth District Coast Guard units will:
    - (1) Incorporate and use the Standard Initial Radio Report (SIRR) form (Enclosure 1) for initial marine casualty reporting not later than 1 June 2000. Encourage companies to use the SIRR process to comply with the incident reporting requirements in 46 CFR 4.05-1 and 33 CFR 160.215. Units should work with their respective Group Commanders to conduct training among watchstanders to ensure consistency.
    - (2) Make every effort to educate all companies within their area of responsibility on initial casualty reporting requirements through unit level correspondence.

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- (3) Exclude the cost of “damage to cargo” from the property damage costs detailed in 46 CFR 4.05-1(a)(7). Other recommended amendments to 46 CFR 4.05-1(a) were submitted to Commandant (G-MOA) under a separate letter.
- (4) Work closely with American Waterways Operators to provide guidance to the towing industry to ensure complete and accurate CG-2692 submissions.
- (5) Adopt the following definition of “bump and go” groundings and institute into unit training for watchstander’s familiarization:  
  

**“The touching of the bottom of the inland waterways by uninspected towing vessels and uninspected barges in the navigation channel with no damage, no pollution, no personnel injuries, and no unintentional breaking apart of tow.”**
- (6) Cease requiring the submission of a CG-2692 written report for “bump and go” groundings, when a SIRR notification is made in a timely manner.
- (7) Eliminate use of Local Letters of Warning and Letters/Records of Admonishment as correspondence to mariners. If an OCMI wishes to communicate in writing with mariners concerning errors in judgment below the level of license action (e.g. LOW, S&R, JM), then the subject of that communication shall be called a **Letter of Concern**. This letter shall be signed by the OCMI or Acting OCMI, and used only in situations where the error or casualty is not significant.
- (8) Publish, via information bulletins and unit websites, personnel action case statistics that are annotated with a summary of the general circumstances associated with the issuance of the license action (e.g. LOW, S&R, JM). Industry expressed interest in seeing these statistics in professional publications; however, since the numbers are very low (32 license actions in 546 cases for 1999), field units should track statistics in their AORs and make them available on their websites.

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- b. The following items are recommended tools for field units' use:
    - (1) Appendix 6 of reference (a), Barge Seaworthiness Guidance (Enclosure 2), may be taken into account in determining the suitability of a flooded barge to continue its voyage. Use of this table throughout the district may improve response and waterways management effectiveness.
    - (2) OCMIs are encouraged to explore other types of remedial actions that can be taken which emphasize safety, training, and quality principles.
  - c. Appendix 7 of reference (a) offers marine casualty response guidance for watchstanders on the Western Rivers. D8 does not concur with two points: (1) "Towboat machinery casualties are routine and generally not threatening to safety" and (2) "All efforts should be made to use company resources...as primary means to respond to a marine casualty." That notwithstanding, D8 supports Appendix 7 being used by field commanders to augment/support their units' marine casualty response guidance in order to promote consistency throughout the district.
  - d. Reference (a) also recommends that field units consider use of industry experts for determining adequacy of barge repairs (Recommendation 10) and as a resource for CG Investigating Officers during marine casualty investigations (Recommendation 13). Field commanders are encouraged to choose the best forum for your port to improve cooperation and minimize misperceptions between the Coast Guard and Industry.
5. This policy is effective upon receipt.

C. T. DESMOND  
By Direction

Enclosures: (1) Standard Initial Radio Report Form  
(2) Barge Seaworthiness Guidance

Dist: All Eighth District MSOs, MSU and MSDs

Copy: Commandant (G-MOA)  
All Eighth District Groups  
D9m

# STANDARD INITIAL RADIO REPORT

Date: \_\_\_\_\_ Time: \_\_\_\_\_

## PART I - GENERAL INFORMATION

Name of Vessel(s): _____				
Nature of the Incident (all applicable): <input type="checkbox"/> Hard Aground <input type="checkbox"/> Adrift <input type="checkbox"/> Collision <input type="checkbox"/> Explosion <input type="checkbox"/> Fire <input type="checkbox"/> Pollution <input type="checkbox"/> "Touch and Go" Grounding <input type="checkbox"/> Sinking <input type="checkbox"/> Man Overboard <input type="checkbox"/> Personal Injury				
Location (mile point, RDB/LDB, Etc.): _____			Date/Time Occurred: _____	
Is any Coast Guard assistance required? <input type="checkbox"/> Yes <input type="checkbox"/> No    Type requested: _____				
Weather	Wind	Visibility	Temperature (Air)	Current Speed
Reported by:	_____			Telephone: (    )
Company Name:	_____			Telephone: (    )

## PART II - INCIDENT SPECIFICS

### PERSONNEL INCIDENT (INJURY or MAN OVERBOARD)

Name of Person: _____	Type of Injury (if applicable) _____
Location of Overboard: _____	PFD Worn? <input type="checkbox"/> Unknown <input type="checkbox"/> Yes <input type="checkbox"/> No
Description (Clothing worn, etc.): _____	Swimmer? <input type="checkbox"/> Unknown <input type="checkbox"/> Yes <input type="checkbox"/> No

### GROUNDING/COLLISION/FIRE/EXPLOSION/SINKING

Channel Blocked? <input type="checkbox"/> Yes <input type="checkbox"/> No	Navigation Hazard? (Yes/No, Nature of hazard): _____		
Number of Barges: _____	Number of TANK Barges: _____	Single Skin/Double Skin: _____	
Number AGROUND: _____	Draft of Grounded Barge(s): _____	Number DAMAGED: _____	Number LEAKING: _____
BULK LIQUID Cargoes: _____			
Vessels Assisting: _____			

### POLLUTION INCIDENT

Name of Spilled Product: _____	How much spilled? _____
National Response Center (NRC) Notified at 1-800-424-8802? <input type="checkbox"/> Yes <input type="checkbox"/> No	Company "Qualified Individual" Notified? <input type="checkbox"/> Yes <input type="checkbox"/> No
What action was taken? _____	

## PART III - FOLLOW-UP ACTIONS

What is the Immediate Plan of Action? \_\_\_\_\_

Time of next contact: _____	Contact method: Radio channel _____ Telephone # (    )
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**PART IV - GENERAL FOLLOW-UP INFORMATION**

**(FOR COAST GUARD USE)**

This part can be used for more detailed or general follow-up information needed to complete reports or close out incident cases. Information provided for this part is to be obtained during follow-up contacts with the vessel. Remember, the initial report is intended to capture only essential information.

**NAMES OF COMPANIES OR CONTACTS**

Company Qualified Individual (Spills only)	Telephone: ( )
Company/Contact	Telephone: ( )
Company/Contact	Telephone: ( )
Company/Contact	Telephone: ( )

**FUTURE PLANS**

**FINAL CASE DISPOSITION**

**CG-2692**

Submitted by:	Submitted to:
Date:	Telephone: ( )

**ADDITIONAL REMARKS**

