



National Container Inspection Program (NCIP) Tactics, Techniques, and Procedures (TTP)



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CGTTP 3-72.3
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COAST GUARD TACTICS, TECHNIQUES, AND PROCEDURES 3-72.3

Subj: NATIONAL CONTAINER INSPECTION PROGRAM TACTICS, TECHNIQUES,
AND PROCEDURES

- Ref:
- (a) National Container Inspection Program Manual, COMDTINST M16616.11 (series)
 - (b) Federal Hazardous Materials Transportation Law (FHMTL), 49 U.S.C. Chapter 51 §§ 5101-5128
 - (c) Guidance for Use of Customs and Border Protection's Automated Commercial Environment (ACE), COMDT (CG-FAC) Policy Letter 13-02
 - (d) Coast Guard Medical Manual, COMDTINST M6000.1 (series)
 - (e) Operational Risk Management, COMDTINST 3500.3 (series)
 - (f) International Safe Container Act (ISCA) of 1977, 46 U.S.C. Chapter 34 §§ 1501-1508
 - (g) Ports and Waterways Safety Act (PWSA), 33 U.S.C. Chapter 25 §§ 1221-1236
 - (h) Examination of Containers, 49 CFR § 452
 - (i) Control and Enforcement, 49 CFR § 453
 - (j) Authorization and Requirements for the Use of International Transport Standards and Regulations, 49 CFR § 171.22
 - (k) Transport of Class 1 (Explosive) Materials in Freight Containers, 49 CFR § 176.170
 - (l) Structural Serviceability of Freight Containers and Vehicles Carrying Class 1 (Explosive) Materials on Ships, 49 CFR § 176.172
 - (m) Repair Manual for Steel Freight Containers, Institute of International Container Lessors
 - (n) Civil Penalty Procedures and Administration, COMDTINST 16200.3 (series)
 - (o) Marine Safety Manual, Volume I, Administration and Management, COMDTINST M16000.6 (series)

1. **PURPOSE.** To provide Coast Guard tactics, techniques, and procedures (CGTTP) in support of the National Container Inspection Program (NCIP).
2. **ACTION.** The provisions of this CGTTP publication apply to all U.S. Coast Guard container inspectors. Internet release is authorized.

3. DIRECTIVES/TTP AFFECTED. None.
4. DISCUSSION. This TTP publication gives actionable, step-by-step NCIP procedures in direct support of the policy and doctrine prescribed by reference (a).
5. PROCEDURE. FORCECOM TTP Division posts an electronic version of this TTP publication to the CGTTP Library on CGPortal. In CGPortal, navigate to the CGTTP Library by selecting References, Tactics, Techniques, and Procedures (TTP), and then TTP Library. FORCECOM TTP Division does not provide paper distribution of this publication.
6. REQUEST FOR CHANGES. Submit recommendations for TTP improvements or corrections via email to FORCECOM-PI@uscg.mil or through the TTP Request form on CGPortal. In CGPortal, navigate to the TTP Request form by selecting References, Tactics, Techniques, and Procedures (TTP), and then TTP Request.

Info COMCOGARD FORCECOM NORFOLK VA//FC-P// on message traffic containing lessons learned applicable to this TTP publication.

7. RECORDS MANAGEMENT CONSIDERATIONS. Integrated Process Team (IPT) members thoroughly reviewed this publication during the TTP coordinated approval process and determined there are no further records scheduling requirements per Federal Records Act, 44 U.S.C. Chapter 31 § 3101 et seq., NARA requirements, and Information and Life Cycle Management Manual, COMDTINST M5212.12 (series). This publication does not have any significant or substantial change to existing records management requirements.
8. ENVIRONMENTAL ASPECT AND IMPACT CONSIDERATIONS. While developing this publication, Integrated Process Team (IPT) members examined environmental considerations under the National Environmental Policy Act (NEPA) and determined they are not applicable.
9. FORMS/REPORTS. None.

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By Direction of Commander,
Force Readiness Command

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Chapter 1: Introduction

Introduction

This tactics, techniques, and procedures (TTP) publication gives actionable, step-by-step procedures regarding the National Container Inspection Program (NCIP) in direct support of the policy and doctrine prescribed by reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series). It also provides updated targeting criteria and revises the way container inspections are categorized.

In This Chapter

This chapter contains the following sections:

Section	Title	Page
A	Introduction	1-2
B	Notes, Cautions, and Warnings	1-3

Section A: Introduction

A.1. Overview

The U.S. Coast Guard (USCG) inspects cargoes and containers to promote maritime safety, security, and stewardship for America's ports and waterways. Cargo incidents, especially those involving hazardous material (HAZMAT), threaten the public, mariners, port workers, the environment, and can disrupt the marine transportation system.

The NCIP focuses on two types of containers: declared HAZMAT and general cargo. The purpose of declared HAZMAT inspections is to ensure compliance with reference (b), Federal Hazardous Materials Transportation Law (FHMTL), 49 U.S.C. Chapter 51 §§ 5101-5128. The USCG inspects containers of general cargo to ensure HAZMAT is not being shipped illegally (referred to as "undeclared HAZMAT"). Undeclared HAZMAT shipments are a leading cause of transportation incidents.

Personnel performing inspections must always be on the lookout for containers being used in any manner that threatens the security of port infrastructure, vessels, maritime workers, and the general public. Criminal elements often use containers for drug and other smuggling activities. Additionally, containers have high potential for carrying weapons of mass destruction/effect. Contact your servicing legal office for guidance, when needed.

If you discover unexpected hazards or situations during the course of an inspection, including suspected criminal activity, reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), dictates the inspectors shall:

- Establish isolation and protective action distances to safeguard themselves and other personnel in the area.
- Notify law enforcement agencies, the facility security officer (FSO), the Sector Command Center (SCC), and your servicing legal office when safe and appropriate to do so.

NOTE:

Specifically regarding suspected or discovered criminal activity: immediately cease the inspection and notify the local Coast Guard Investigative Service (CGIS) office. Per reference (a), the inspection shall not recommence until the CGIS representative has given clearance.

Section B: Notes, Cautions, and Warnings

B.1. Overview The following definitions apply to notes, cautions, and warnings found in TTP publications.

NOTE: **An emphasized statement, procedure, or technique.**

CAUTION: **A procedure, technique, or action that, if not followed, carries the risk of equipment damage; miscalculation of pay/entitlements and/or advancements/promotions; or damage to a potential prosecution by creating inadmissible evidence or other risk of the case being lost.**

WARNING: *A procedure, technique, or action that, if not followed, carries the risk of personnel injury or death; disciplinary action for prohibited accounting operations; or evidence contamination, further victim trauma, or harm or injury to victims and/or witnesses.*

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Chapter 2: Targeting Containers and Types of Inspections

Introduction Statistics gathered since the inception of the NCIP show a high level of willful non-compliance with HAZMAT regulations. Previous audits of the NCIP by the Department of Transportation (DOT) Office of Inspector General (OIG) identified the need to improve the Coast Guard's method of selecting those cargoes posing the greatest risk to the public. The DOT OIG was also concerned the Coast Guard was not able to document inspections of general cargo to determine if HAZMAT was shipped without being declared. This chapter provides techniques and procedures to address these concerns.

In This Chapter This chapter contains the following sections:

Section	Title	Page
A	Container Targeting Considerations and Types of Inspections	2-2
B	Selection of Containers to Inspect	2-4

Section A: Container Targeting Considerations and Types of Inspections

A.1. Overview Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), inspectors shall always consider available historical data, including violation history, to prioritize which containers to inspect. Consider both inbound and outbound containers when selecting containers to inspect.

Consult captain of the port (COTP) performance goal calculations for the number of containers to be inspected annually.

A.2. Partnering with U.S. Customs and Border Protection (CBP) Per reference (a), field units shall engage in dialogue with their respective CBP field office to develop the most efficient and effective selection method, ensuring selections are in harmony with CBP programs (e.g., Container Security Initiative). This method should include the use of CBP's Automated Commercial Environment (ACE) trade processing system. For directions on using ACE, consult reference (c), Guidance for Use of Customs and Border Protection's Automated Commercial Environment (ACE), COMDT (CG-FAC) Policy Letter 13-02.

Find your nearest CBP field office at: <http://www.cbp.gov/contact>.

A.3. Partnering with the National Cargo Bureau (NCB) The NCB regularly performs container inspections at ports in the COTP zone. NCB inspections range from determining container structural serviceability to examination of compliance with the International Maritime Dangerous Goods (IMDG) Code and/or US HAZMAT regulations. Coast Guard field units should coordinate with NCB container inspectors, discuss respective container inspection programs, and share unique experiences, best practices, and lessons learned so both parties benefit with greater use of resources.

A.4. Inspection Type and Frequency Table 2-1 lists the two types of container inspections along with the breakdown (percentage-wise) of how many inspections to conduct per year as prescribed by reference (a).

NOTE:

Conduct a structural inspection on every inspected container regardless of the cargo carried. See the Container Inspection Training and Assistance Team (CITAT) structural integrity job aid for structural requirements at <http://www.uscg.mil/hq/citat>.

Inspection Type	Inspection Breakdown Percentage
Declared HAZMAT	50 percent
General Cargo	50 percent

Table 2-1 Inspection type and frequency

Section B: Selection of Containers to Inspect

B.1. Vessel Selection

Use CBP’s ACE, the Ships Arrival Notification System (SANS), or other means prescribed by the COTP. In the absence of actionable intelligence information, select carriers and vessels at random. This randomness helps ensure selections are made equitably for both inbound and outbound vessels.

B.2. Obtain List of Cargo Being Offloaded/On-loaded

Use CBP’s ACE or contact the local CBP office for a list of international containers being offloaded/onloaded. For domestic shipments, contact a facility representative for this list.

NOTE:

Local procedures for obtaining this information might vary.

B.3. Container Selection

Work with CBP and all other available resources to select containers based on previous violation history or other risk indicators. If these factors are unknown, select inbound and outbound containers randomly.

B.3.a. Declared HAZMAT

Cargo risks are determined using statistics on incidents, injuries, deaths, evacuations, marine pollutant status, and response costs. Table 2-2 designates cargoes with higher historical risks as Tier 1 cargoes and those with lower risks as Tier 2 cargoes. Of all declared HAZMAT containers to be inspected, select 75 percent from Tier 1 cargoes and 25 percent from Tier 2 cargoes.

Tier 1 Cargoes - focus 75%	Tier 2 Cargoes - focus 25%
Class 1 Explosives.	Class 2.1 Flammable gases.
Class 4.2 Spontaneously combustible materials.	Class 2.2 Nonflammable gases.
Class 4.3 Dangerous when wet materials.	Class 2.3 Toxic gases.
Class 5.2 Organic peroxides.	Class 3 Flammable & combustible materials.
Class 6.1 Poisonous material.	Class 4.1 Flammable solids.
Class 6.2 Infectious substances.	Class 5.1 Oxidizer.
Class 7 Radioactive.	Class 8 Corrosive materials.
	Class 9 Misc. dangerous goods.

Table 2-2 Risk tiers for declared HAZMAT cargoes

B.3.b. General
Cargo

Employ a written process to randomly select general cargo containers to inspect. One random process is to compare the day's date (last digit of the day) to the check digit of the container ID numbers. For example, select containers having a check digit of 7 if the inspection date is June 7th, 17th, or 27th.

NOTE:

Written process on random selection of general cargo containers to inspect might vary by COTP area of responsibility.

**B.4. Notification
of Containers
Selected for
Inspection**

Provide the appropriate person responsible for cargo operations (e.g., terminal representative, broker, carrier, offerer, etc.) with the identification numbers of containers selected for inspection and request shipping papers for each. This coordination allows containers to be staged efficiently as they are offloaded/prepared for onloading. Schedule inspections in consultation with facilities to minimize delays to shipments.

**B.5. Conduct
Inspection and
Record Results**

Record inspections on the Intermodal Container Inspection Report, Form CG-5577 as either "Declared" (HAZMAT), "Random" (General Cargo), or "Undeclared" (Other) inspection type. Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), MISLE entries must be made within 24 hours of inspection completion.

Obtain copies of Form CG-5577 from the Coast Guard forms library:

<https://cgportal2.uscg.mil/library/forms/SitePages/forms.aspx>

or by contacting CITAT at:

- Phone: (405) 954-8985.
- Email: CGI-PF-CITAT_MSG@uscg.mil.

Consult [Appendix B: Intermodal Container Inspection Report, Form CG-5577](#) and [Appendix C: Form CG-5577 \(Completed Example\)](#) of this publication for sample Form CG-5577s.

Per reference (a), retain completed Form CG-5577s for 3 years, after which they can be destroyed unless they are related to a case under litigation or are part of an incomplete investigation.

When no container discrepancies are encountered, reference (a) authorizes the use of alternate forms that appropriately capture information required by MISLE to document and record container inspections. Consult [Appendix D: Alternate Container Inspection Form](#) for an example.

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Chapter 3: Conducting Container Inspections

Introduction

This chapter outlines procedures for safely performing container inspections. Follow these procedures during all freight container and portable tank inspections at waterfront facilities, container yards, and during multi-agency strike force operations (MASFOs). CITAT provides job aids that support these procedures at: <http://www.uscg.mil/hq/citat>.

NOTE:

Do not follow the procedures in this chapter during HAZMAT release emergency response operations, as those are governed by local response protocols.

In This Chapter

This chapter contains the following sections:

Section	Title	Page
A	General Safety Precautions	3-2
B	Tailgate Inspection	3-4
C	Internal Inspection	3-16
D	Resealing a Container	3-20

Section A: General Safety Precautions

A.1. Overview Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), inspectors shall not climb on any container even if it's designed for such purpose (e.g., freight containers). Use ladders to view container components not readily visible from the ground.

When conducting inspections, always:

- Be alert for moving vehicles or other container handling equipment.
- Be vigilant for any attempt by facility personnel to move a container while it is being inspected.
- Use safety straps when opening container doors, as shifted cargo might be resting against the doors.

WARNING:

Never open doors of a container that is part of a stack. Container doors are a structural part of the container and, if opened, might compromise the structural integrity of the container and/or stack.

A.2. Equivalent Safety Measures Reference (a) authorizes the COTP to approve safety measures equivalent to those described in this chapter and reference (a), if necessary, to complete the mission. Equivalent safety measures include:

- Partial devanning of cargo.
- Forced ventilation of a container.
- Other measures approved by the COTP.

A.3. Fumigated Containers Per reference (a), do not open fumigated containers until 24 hours after the fumigant was applied. With COTP approval, container inspectors can place the container on hold until the 24 hour requirement has passed.

A.4. Emergency Medical Treatment Per reference (a), COTPs shall maintain a list of medical facilities with toxic units for treating HAZMAT exposure victims. If such medical facilities do not exist, take exposed personnel to other appropriate pre-identified locations.

Provide medical personnel with all known information, including:

- The name and concentration of HAZMAT involved.
- Duration of exposure.
- Most probable route of exposure.

Also provide medical personnel with the 24-hour telephone number for the Agency for Toxic Substances and Disease Registry: (770) 488-7100.

For emergency medical care policy, consult reference (d), Coast Guard Medical Manual, COMDTINST M6000.1 (series).

**A.5. Health
Related Record-
keeping**

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), each inspector shall maintain a personal record of known or suspected HAZMAT exposure in his or her medical record. Provide copies of this record to physicians conducting Occupational Medical Surveillance and Evaluation Program (OMSEP) visits. The [Occupational Health Surveillance Questionnaire, Form CG-5197](#) can be used as this personal record.

When the HAZMAT exposure is chemical in nature, also use [Acute Exposure Information, Form CG-6000-1](#) (one form for each exposure).

**A.6. Mishap
Reports**

Copy Commandant (CG-FAC-2) on all mishap reports related to container inspections.

A.7. Resources

The following resources provide additional HAZMAT information:

- [Emergency Response Guidebook \(ERG\)](#).
- [National Institute for Occupational Safety and Health \(NIOSH\) Pocket Guide to Chemical Hazards](#).
- Chemical Hazard Response Information System (CHRIS).
- Material safety data sheets (MSDSs)/Safety data sheets (SDSs).

NOTE:

MSDSs are currently transitioning to SDS format as time/resources allow.

Section B: Tailgate Inspection

B.1. Overview A standard container tailgate inspection consists of four phases:

- Preparation.
- Safety assessment.
- Container opening procedures.
- Conduct the tailgate inspection.

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), container inspectors must employ the concepts of operational risk management (ORM) during each phase of a container inspection.

**B.2. Phase 1:
Preparation**

Step 1: Establish a communication plan. Provide the inspection team with reliable voice communications, including instructions on how to contact terminal operators if HAZMAT is encountered during your inspections. To ensure voice communications do not present a hazard to the inspection, this might require the use of intrinsically safe telephones and very high frequency (VHF) radios, or established procedures for calling from a safe enclosure such as a vehicle or building.

NOTE:

The term “intrinsically safe” is used to describe any product designed for use in a potentially explosive area. It is a protection concept based on limiting available electrical and thermal energy to a level below that required to ignite an explosive atmosphere.

Step 2: Assemble personal protective equipment (PPE) and necessary inspection equipment.

- Wear hardhats, coveralls, safety glasses, safety shoes, high visibility or reflective vests, gloves, and personal radiation detectors (PRDs).
 - Per reference (a), inspectors shall also carry an emergency escape breathing device (EEBD) if planning to enter a container that has the potential for suddenly changing atmospheres, such as a cargo of compressed gas cylinders.
- Calibrate and conduct field checks with atmospheric monitoring devices. These calibrations and checks are in addition to those conducted at the unit when the equipment is initially drawn.

- Assemble a container inspection kit containing all required tools, references, and paperwork. Consult [Appendix E: Recommended Container Inspection Kit Contents](#) of this publication.

Step 3: Select containers for inspection. Coordinate with CBP per [Chapter 2: Targeting Containers and Types of Inspections](#). If you intend to inspect a container that has been sealed by another government agency, inform that agency prior to commencing your inspection. Provide container and existing seal serial numbers, date, and location of where your inspection is to take place, as well as your contact information. This ensures necessary coordination takes place so as not to inadvertently compromise that agency's inspection program, investigative efforts, or duplicate inspection efforts already taken. Record this intra-agency coordination in the associated MISLE inspection activity narrative as follows:

- Include a statement indicating that advanced coordination with the other agency took place.
- Record the other agency's removed seal serial number.
- Provide the replacement USCG seal serial number as part of the narrative.

NOTE:

The anticipated roll-out of MISLE version 5.0 includes mandatory data entry blocks to capture seal serial numbers, replacing the requirement to include seal serial numbers in the MISLE narrative.

NOTE:

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), exercise strict control over USCG container seals. Incorporate accountability for both used and unused seals in your unit's standard operating procedures (SOP). Report any seals unaccounted for to the local CBP office, as well as local port facilities/port authorities handling containerized cargo.

Step 4: Conduct safety brief. Prior to departing the office, the lead inspector assembles the team and conducts a safety brief. At a minimum, the safety brief covers:

- Operational risk assessment using reference (e), Operational Risk Management, COMDTINST 3500.3 (series).
- Assignment of roles and duties:

- Inspection Team Leader. Targets containers for inspection, ensures all inspections are conducted in a safe manner, and determines if any violations of the following references have occurred:
 - Reference (b), Federal Hazardous Materials Transportation Law (FHMTL), 49 U.S.C. Chapter 51 §§ 5101-5128.
 - Reference (f), International Safe Container Act (ISCA) of 1977, 46 U.S.C. Chapter 34 §§ 1501-1508.
 - Reference (g), Ports and Waterways Safety Act (PWSA), 33 U.S.C. Chapter 25 §§ 1221-1236.

Also ensures all required forms and MISLE entries are complete and accurate, and communicates any regulatory requirements to the container custodian, shipper, or owner/owner's agent. The inspection team leader should possess a Coast Guard container inspector qualification letter (EC) issued by the COTP.

NOTE:

“EC” is the container inspection qualification code for Direct Access/Training Management Tool documentation.

- Inspection Team Safety Watch. Ensures all inspection safety procedures are followed and performs risk assessments for each container being inspected. Acts as safety observer when:
 - Container doors are being opened.
 - Inspectors examine tops of accessible tanks and containers.
 - Inspectors conduct internal inspections of freight containers.The inspection team safety watch can also act as an inspection team member.
- Inspection Team Member. Assists the inspection team leader in conducting the inspection.
 - Required use of PPE.
 - Best work practices.
 - Emergency egress muster location.
 - Known facility hazards.
 - Accidental exposure procedures.

Step 5: Identify the contents of containers selected for inspection.

- Declared HAZMAT: Obtain and review the shipping papers for containers with declared HAZMAT. If shipping papers are not provided in a reasonable time, consider placing these containers on hold for regulatory violation until proper papers are provided.
- General Cargo: Obtain a bill of lading or other descriptive document for containers with general cargoes.

Step 6: Stage containers for inspection. Evaluate existing staging locations at the facility, keeping in mind not all facilities have a staging location that is a safe distance away from traffic patterns or container handling equipment. Under ideal circumstances, position containers selected for inspection:

- On a level site located a safe distance away from existing traffic patterns, container handling operations, and concentrations of containers scheduled for movement.
- In a manner to maximize natural ventilation.
- In staging areas with adequate lighting, in close proximity to facility fire station, and away from water runoff drains and electrical outlets.
- As an additional precaution when a container is on a chassis, place cones or park a vehicle, if available, immediately in front of the container to prevent a facility truck from connecting up to the chassis during the inspection.

WARNING:

Do not open the doors of any container when the container forms part of a stack.

Step 7: Establish a safety watch and review safety procedures.

- Discuss inspection activity with the safety watch/inspection team member. Ensure reliable voice communications between the safety watch/inspection team member, facility supervisors, and the COTP.
- Review potential hazards of the commodities in the targeted containers with the team.
- Assess the staging area and discuss any unique aspects that might pose potential safety hazards. This includes identification of safe egress routes.

**B.3. Phase 2:
Safety
Assessment**

Step 8: Visual assessment. Conduct an external assessment, including a complete walk around of selected containers to ensure safety of Coast Guard personnel. Remain alert for indications of potential internal hazards such as cargo leaks or severe container damage.



Figure 3-1 Conduct an external visual assessment

WARNING:

If any leaks are discovered, discontinue the inspection and immediately initiate procedures found in [Section C.3.b.: Actions Following an Emergency Egress](#) of this chapter. Also initiate any locally established response procedures.

Step 9: Atmospheric monitoring of containers. Place a multi-gas meter at the foot of the door sill so it can monitor vapors that might escape from the container as you complete Steps 10 through 13b.

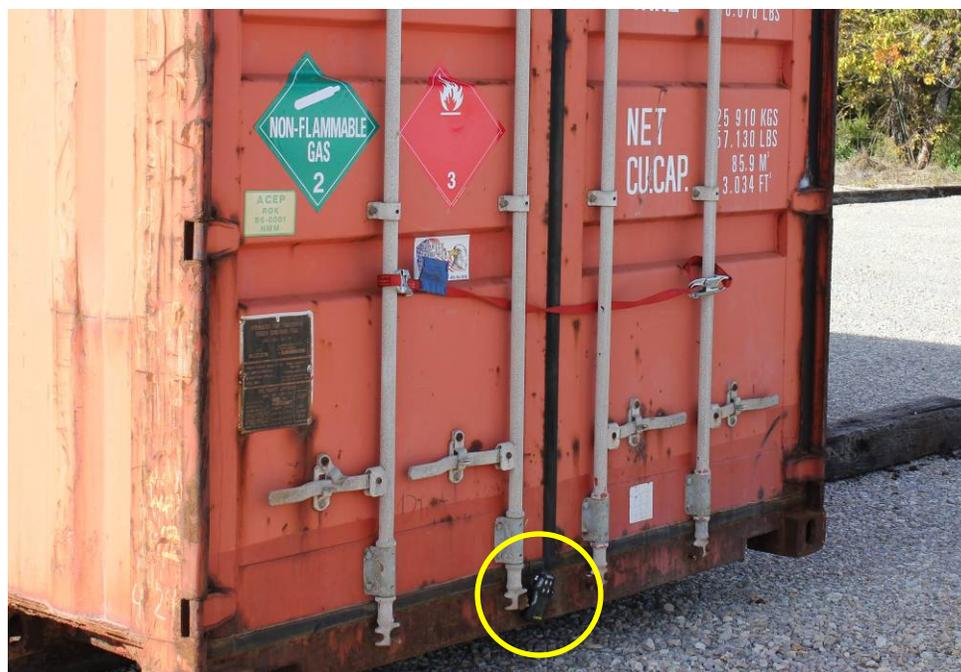


Figure 3-2 Position a multi-gas meter prior to opening container doors

If the multi-gas meter alarms, this is an early indication that the atmosphere inside the container might be hazardous:

- If the meter stops alarming, determine the reason for the initial alarm to ensure there is no further cause for concern. Usual causes for a meter to temporarily alarm include a sudden drop in oxygen level or a sudden presence of carbon monoxide. Both conditions are addressed by properly venting the container per step 13 below.
- If the meter does not stop alarming, re-check the atmosphere using a different meter.
- If the different meter also alarms, place the shipment on hold and have the container devanned in an appropriate location by qualified personnel designated by the container's current custodian.

NOTE:

Consider using the emergency response phone number on the shipping papers to obtain more information on the specific HAZMAT in the container.

- Once the container's cargo is devanned, determine the cause of the meter alarm, have the cause corrected, and complete the container inspection.

**B.4. Phase 3:
Container
Opening
Procedures**

Approach all containers with caution as they might contain undeclared HAZMAT or HAZMAT in quantities that do not require placards. When the external inspection is complete, perform the following steps:

Step 10: Attach a safety strap. Attach a safety strap across the container's doors prior to opening. Ensure the safety strap crosses the vertical seam between both doors and passes behind the two innermost door locking bars to minimize free movement of the right door when it is first opened. This reduces the risk of personal injury from shifted cargo. Use a safety strap with a minimum breaking strength of 4,000 pounds and 5 to 6 feet in length. Only use a safety strap made of synthetic material (e.g., nylon) and not of shock cord material. Contact CITAT for additional information on safety straps.

INCORRECT: In figure 3-3 below, note the 12 to 18 inches of slack in the safety strap. Also note the safety strap does not pass behind the two innermost door locking bars.

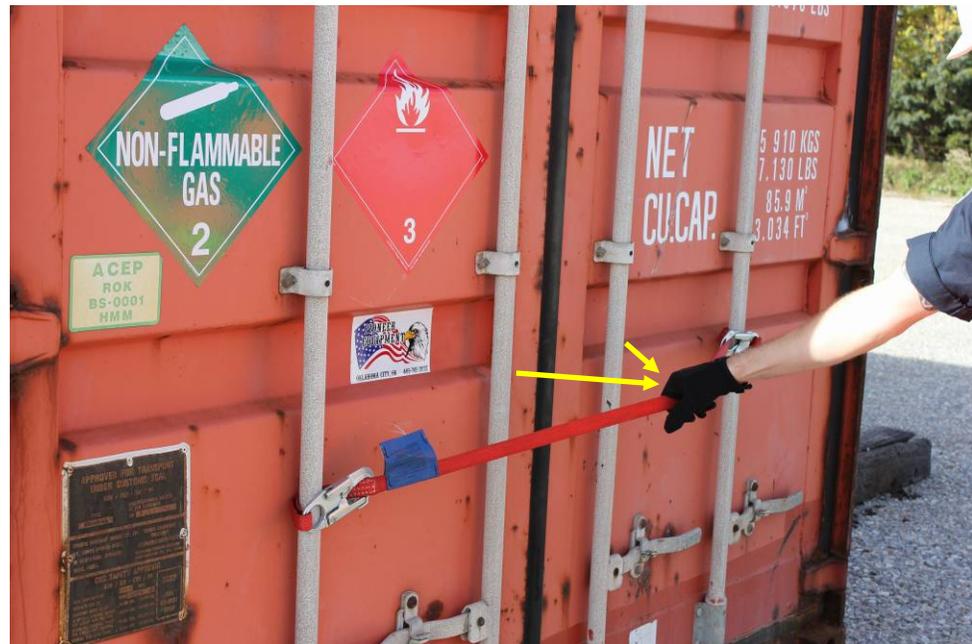


Figure 3-3 Safety strap applied incorrectly

CORRECT: In figure 3-4, note only 6 to 7 inches of slack in the safety strap, and the strap passes behind the two innermost door locking bars.

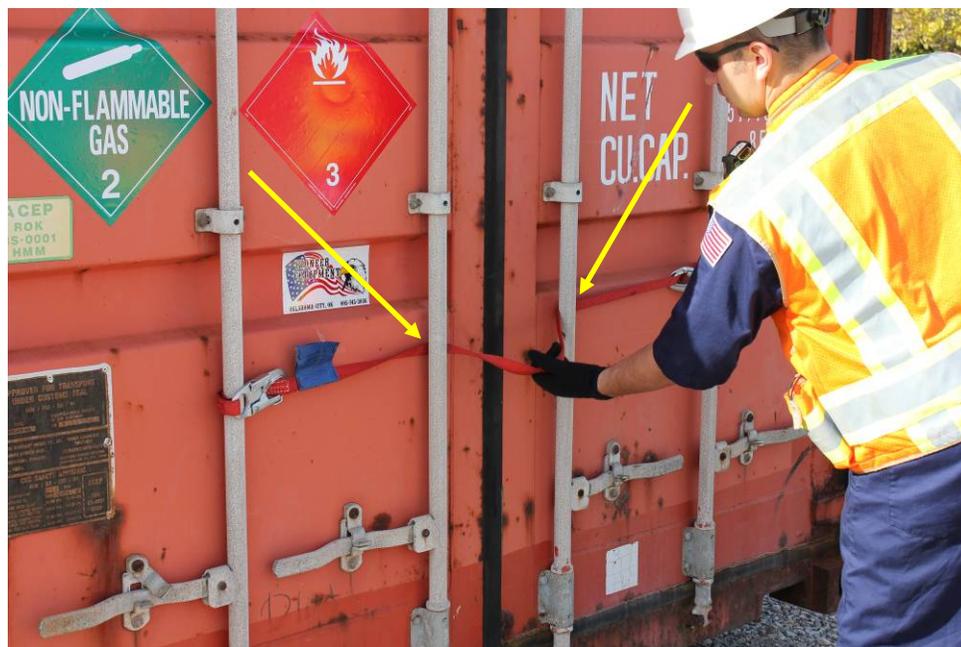


Figure 3-4 Safety strap applied correctly

- Before opening each individual container, conduct another operational risk assessment using reference (e), Operational Risk Management, COMDTINST 3500.3 (series), to determine if the inspection benefits outweigh inspection team risks.

NOTE:

If risk is determined to outweigh the benefit of inspecting a particular container, inspectors must reassess safety procedures to reduce the risk to an acceptable level or seek guidance from their supervisor, department head, or safety officer.

Step 11: Remove security seal. Prior to opening the container, remove the security seal. Record the seal's serial number and document it on Form CG-5577 and in the MISLE narrative.

NOTE:

The anticipated roll-out of MISLE version 5.0 includes mandatory data entry blocks to capture seal serial numbers, replacing the requirement to include seal serial numbers in the MISLE narrative.

After removing the seal and opening the container, place the removed security seal inside the container.

Step 12: Assess tailgate area for shifted cargo. With the safety strap in place, carefully crack open the right door enough to determine if there is any danger from spilled or shifted cargo. To make this assessment, position an inspector at a safe distance to the left of the left door looking into the container.



Figure 3-5 Assess tailgate area for shifted cargo

- If the cargo does not present a hazard, proceed to the next step.
- If the cargo has shifted and poses a safety threat to the inspectors, immediately notify the facility manager for correction prior to continuing the inspection.

WARNING:

If any HAZMAT leakage is discovered, terminate the inspection and initiate procedures found in [Section C.3.b.: Actions Following an Emergency Egress](#) of this chapter. Immediately leave the area and do not attempt to close the door. Initiate any locally established response procedures. Post a safety watch and stand a safe distance from the container.

NOTE:

Table 1 of the [Emergency Response Guidebook \(ERG\)](#) provides recommended isolation distances for small and large spills/leaks for each type of HAZMAT.

Some containers are loaded with bulk cargo or have a bladder with liquid cargo (e.g., fuel, wine, etc.). If a container is loaded with bulk cargo, there might be a false wooden bulkhead inside the container's door and a sign stating to only open one door. If the door to be opened is specified, ensure the proper door is used. This might cause a reversal to the door-cracking sequence outlined above.

Warning labels are normally affixed to the container's left door, and might advise: "Caution Bulk Liquid," "Flexitank Container," "Do Not Open Left Door Until Discharged Completely," and/or "Do Not Loose Shunt." Follow all warnings.

Step 13(a): Ventilation of containers that have not been fumigated and are free of poison inhalation hazards (PIHs). While leaving one end of the safety strap secured to the locking bars on the right door, unhook the safety strap from the left door. Maintain a safe distance and again inspect the tailgate area. If no shifting or leakage is evident, open the right door first by holding onto the bitter end of the safety strap and walking away from the container while facing away ([see figure 3-6](#)). After once more inspecting for shifted cargo or leaks from a safe distance, slowly open the left door. Once both doors are open, all personnel stand clear and upwind to allow the container to naturally ventilate.

Natural ventilation helps dilute any concentration of HAZMAT, corrects oxygen deficient atmospheres, and helps improve atmospheres with flammable or explosive gas concentrations. To maximize natural ventilation:

- Open the right and left doors a minimum of 180 degrees so they are at least perpendicular to the container's sides.
- Ventilate the container for a minimum of 15 minutes.

NOTE:

Natural ventilation of a container, particularly within enclosed spaces, might only provide limited interior air exchange even under the best conditions.

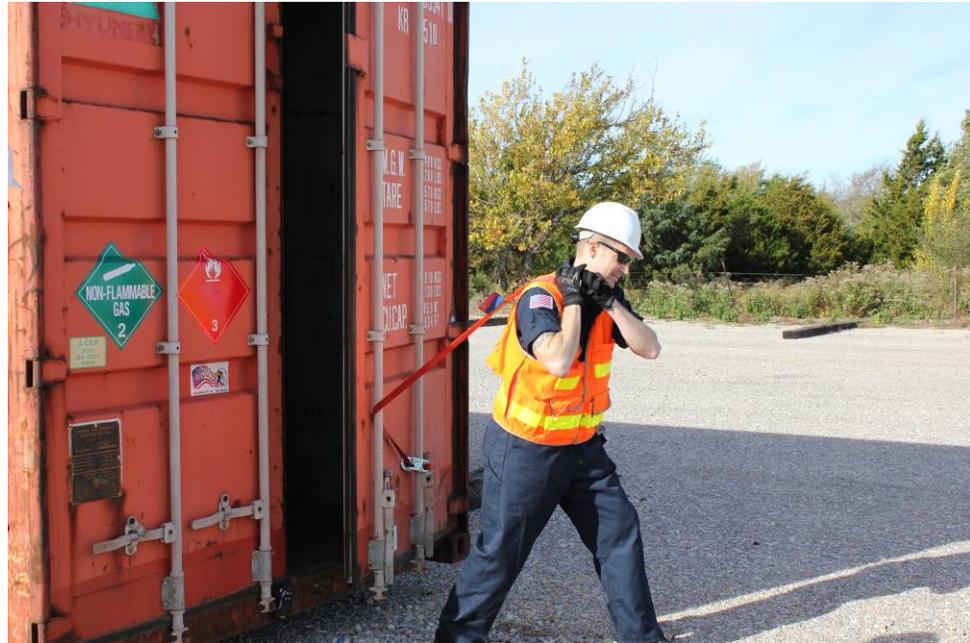


Figure 3-6 Use the safety strap to pull the container door open

Step 13(b): Ventilation of containers that have been fumigated/contain PIHs. Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), do not open fumigated containers until 24 hours after the fumigant was applied. With COTP approval, container inspectors can place the container on hold until the 24 hour requirement has passed.

For containers that have been fumigated/contain PIHs, follow the procedures listed above with the following exceptions:

- After opening the right door, wait 15 minutes before opening the left door.
- Once both doors are fully open, ventilate the container for a minimum of 30 minutes before proceeding to the next step.

NOTE:

Per reference (a), do not enter containers that have been fumigated/contain PIHs. Conduct a visual inspection only, taking care not to cross the plane of the container doorway. If a visual inspection reveals reasonable suspicion of a violation needing further investigation, require the facility manager or cargo custodian to devan to your satisfaction.

Step 14: Test the atmosphere at the tailgate. Take atmospheric measurements above the inspector's head, at head level/breathing zone level, and at waist level. After adequate ventilation, the oxygen level at the container's tailgate should equal ambient levels.

WARNING:

Do not perform a tailgate inspection when tailgate readings differ from normal ambient atmospheric readings or gas readings cause a multi-gas meter to alarm.

**B.5. Phase 4:
Conduct the
Tailgate
Inspection**

Limit the number of persons conducting the tailgate inspection to the minimum necessary. Exercise caution when trying to examine cargo forward of the doors.

WARNING:

Do not climb on packages or dunnage as shifting might occur, resulting in a dangerous situation.

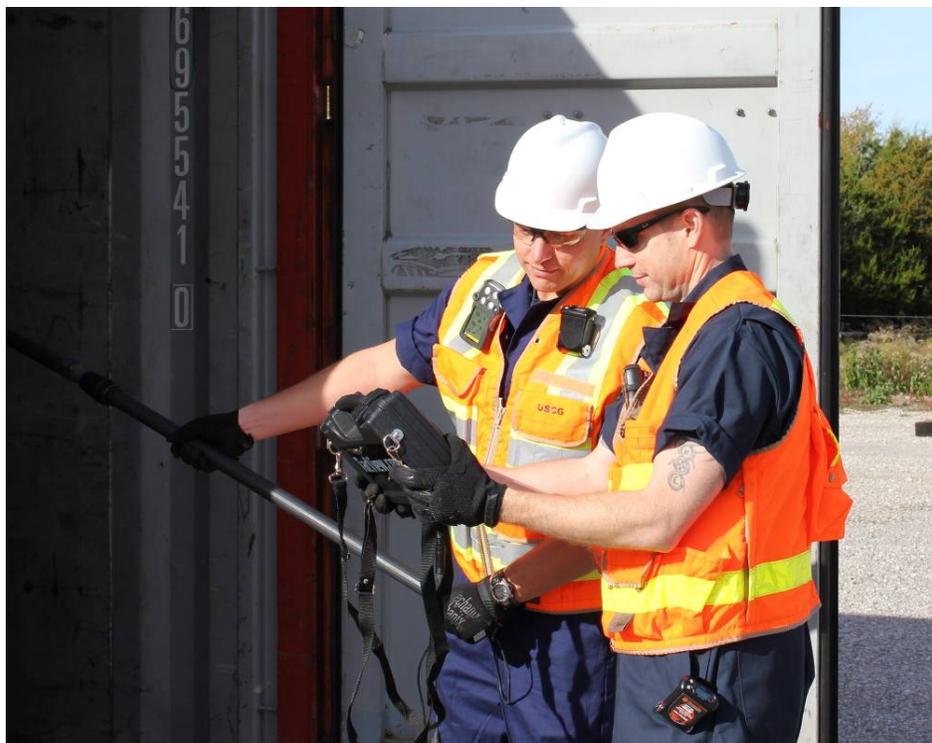


Figure 3-7 Conduct tailgate inspection (shown here using a pole-mounted camera)

Step 15: Conduct the Inspection. Complete the tailgate inspection using the procedures contained in Form CG-5577, reseal the container, complete Form CG-5577, and deliver copies to the container custodian.

Section C: Internal Inspection

C.1. Overview After following all procedures through the tailgate inspection in [Section B: Tailgate Inspection](#) of this chapter, conduct internal inspections on selected containers. A standard internal container inspection consists of three additional phases:

- Risk assessment for enclosed space entry.
- Entry into enclosed spaces.
- Conduct the internal inspection.

NOTE:

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), do not enter containers that have been fumigated/contain PIHs. Conduct a visual inspection only, taking care not to cross the plane of the container doorway. If a visual inspection reveals reasonable suspicion of a violation needing further investigation, require the facility manager or cargo custodian to devan to your satisfaction.

**C.2. Phase 1:
Risk Assessment
for Enclosed
Space Entry**

Step 1: Determine access/egress. Examine the interior of the container at the tailgate and determine if the enclosed space has limited access or egress. If the nature of the cargo or loading procedure does not leave a direct or unobstructed egress path, consider the container a confined space.

WARNING:

Per reference (a), container inspectors shall never enter confined spaces.

If a container inspector needs access to cargo in a confined space to verify compliance, require the facility manager or container custodian to devan the cargo to allow unrestricted access to it. As an alternative, use specialized remote-viewing equipment such as a pole-mounted camera ([see figure 3-7](#)).

Step 2: Test enclosed space atmosphere. Test the atmosphere at the tailgate for those containers selected for internal inspection. Take atmospheric measurements above the inspector's head, at head level/breathing zone level, and at waist level. After adequate ventilation, the oxygen level at the container tailgate should equal ambient levels. Entry into the enclosed space of the container can only occur when the meter readings match those obtained for the ambient atmosphere.

WARNING:

Do not perform an internal inspection when tailgate readings differ from normal ambient atmospheric readings or gas readings cause a multi-gas meter to alarm.

Step 3: Assess risk. Assess the risk against the need for entry using the safety parameters in this publication and in local COTP policy. Use ORM procedures to determine if inspection benefits outweigh personnel risks. This assessment includes on-site characteristics, results of atmospheric testing, and information obtained from HAZMAT reference sources, as well as any other identified safety hazard.

**C.3. Phase 2:
Entry into
Enclosed Spaces**

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), inspectors shall carry an EEBD if entering a container that has the potential for suddenly changing atmospheres, such as a cargo of compressed gas cylinders.

WARNING:

Never enter a container's enclosed space if there is any doubt whether it is safe to do so.

When conducting an internal inspection, adhere to the following safety precautions to minimize risk to the inspector(s):

Step 4: Ventilate the container. Ventilate each container at least 30 minutes prior to entry beyond a tailgate inspection.

Step 5: Establish a safety watch. Establish a safety watch by the open container doors.

Step 6: Evaluate the interior conditions and the need to use remote sensing equipment. Continue to evaluate the interior of the space throughout the inspection. If at any time there is an obvious change to the interior environment or the inspector feels unsafe, back out and re-evaluate the situation. Use a pole-mounted camera or require the facility manager or container custodian to devan the cargo, if necessary.

Step 7: Constantly monitor internal atmosphere. Carry an operating multi-gas meter when entering any enclosed space within a container. When more than one inspector is entering the space, only one person is required to carry the meter. Additional inspectors are strongly encouraged to carry meters, as well, but resource constraints might make this difficult. Additional inspectors without meters must not proceed into the container beyond the inspector carrying the multi-gas meter.

C.3.a. Emergency Egress

Step 8: Maintain readiness for emergency egress. Immediately exit the container if:

- You detect leaks, odors, or sounds (such as when compressed gas is released).
- Changes in PRD and multi-gas meter readings indicate the presence of radiation or atmospheric hazards.
- You feel dizzy or light-headed.
- You sense any chemical through smell or sensation of the skin.

WARNING:

Per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series), immediately emergency egress any time there is a burning sensation in your lungs or you experience shortness of breath, both of which might indicate a life-threatening situation.

If an inspector becomes incapacitated and rescue requires entry into the container, **do not attempt extraction.** Only people with proper training for extraction from enclosed spaces should perform the extraction.

C.3.b. Actions Following an Emergency Egress

Initiate the following procedures after an emergency egress:

- Muster in a safe location upwind.
- Immediately close off the area.
- Notify the COTP via the applicable SCC and the National Response Center.
 - CBP notification might also be appropriate, depending on the situation.
- Coordinate with the COTP to institute appropriate operational control measures (e.g., placing a container out of service, putting cargo on hold, etc.).
- Notify the appropriate carrier, facility, and shipping personnel to resolve the emergency.

WARNING:

Per reference (a), do not reenter any container that required emergency egress until the COTP determines it is safe to do so.

**C.4. Phase 3:
Conduct the
Internal
Inspection**

Step 9: Conduct the Inspection. Complete the internal inspection using the procedures contained in Form CG-5577, reseal the container, complete Form CG-5577, and deliver copies to the container custodian.

Section D: Resealing a Container

D.1. Overview When a container security seal is cut or otherwise removed, record the serial number from the original seal as well as the replacement Coast Guard seal. Document this information on Form CG-5577 and in the MISLE narrative.

NOTE:

The anticipated roll-out of MISLE version 5.0 includes mandatory data entry blocks to capture seal serial numbers, replacing the requirement to include seal serial numbers in the MISLE narrative.

Also provide notification to either the facility representative or container custodian.

Chapter 4: Operational Controls and Enforcement Actions

Introduction This chapter discusses operational controls and enforcement options available under the NCIP.

In This Chapter This chapter contains the following sections:

Section	Title	Page
A	Placing a Container Out of Service	4-2
B	Placing Cargo On Hold	4-4
C	Releasing an Out of Service Container	4-6
D	Releasing Cargo On Hold	4-7
E	Enforcement Actions	4-8

Section A: Placing a Container Out of Service

A.1. Overview

If a container has been found structurally deficient or has not been examined as required by reference (h), Examination of Containers, 49 CFR § 452, take the container out of service:

- Complete a Form CG-5577 with detailed instructions and required actions.
- Affix two detention stickers on the container with instructions identical to those on Form CG-5577:
 - Place one sticker on the front of the container toward the left side. This allows the sticker to be viewed by truck drivers who might attempt to hook up to the chassis.
 - Place the other sticker on the rear right door where it is clearly visible.

NOTE:

Consult [Appendix F: Container Detention Sticker](#) of this publication. Discontinue use of the red and white “Warning: Re-Inspection Required” stickers, as they have been replaced by the “Detention” stickers.

- Immediately inform the container’s custodian, and ensure prompt notification is also made to the container’s owner or owner’s agent per reference (i), Control and Enforcement, 49 CFR § 453. Attach completed Form CG-5577s to these notifications requesting custodian and owner/agent signatures.

NOTE:

Ensure you receive a copy of the signed Form CG-5577 in the event enforcement action becomes necessary.

- As a best practice, allow no more than 2 weeks for an owner/operator to resolve any outstanding deficiencies.

A.1.a. Detention Statement

If the container has not been examined as required, place the following statement on Form CG-5577 and the two detention stickers:

“Prior to reloading or reuse in international transportation, this container must be re-inspected for compliance in accordance with the procedures prescribed in 49 CFR § 452.”

Because the container's owner or owner's agent might be geographically separated from the location of the container in question and, therefore, not see the detention stickers, place your unit's telephone number and following statement on Form CG-5577:

“Do not ship, move, or reload this container except as instructed by a USCG COTP representative.”

A.2. Container Tracking

Use the container serial number to track the status of out of service containers. Provide this number to CBP for awareness purposes. As current regulations do not require manufacturers to assign unique identifying numbers to containers, Coast Guard inspectors need to understand the container serial number might not uniquely identify a container.

A.3. Movement of Out of Service Containers

When an out of service container must be moved to make repairs, such as to an off-site repair facility, require the container owner or owner's agent to contact the COTP representative per the instructions listed on the detention stickers. Movement without such notification constitutes a violation of the COTP order. If movement is permitted by the COTP, update the container tracking status with all appropriate information, such as the location of the intended repair facility, contact information, and other necessary information to maintain situational awareness of the out of service container.

Per reference (i), Control and Enforcement, 49 CFR § 453, once the container has been repaired, the owner or owner's agent must notify the COTP in writing that the container is now in compliance. Failure to make such notification constitutes a violation of this regulation.

Section B: Placing Cargo On Hold

B.1. Overview

When discrepancies are noted with the shipment of containerized HAZMAT, or when undeclared HAZMAT is discovered in general cargo containers, place the cargo on hold until all deficiencies are corrected:

- Complete a Form CG-5577 with detailed instructions and required actions.
- If the cargo on hold remains in a container, affix two detention stickers on the container with instructions identical to those on Form CG-5577:
 - Place one sticker on the front of the container toward the left side. This allows the sticker to be viewed by truck drivers who might attempt to hook up to the chassis.
 - Place the other sticker on the rear right door where it is clearly visible.

NOTE:

Consult [Appendix F: Container Detention Sticker](#) of this publication. Discontinue use of the red and white “Warning: Re-Inspection Required” stickers, as they have been replaced by the “Detention” stickers.

- Immediately inform the cargo’s custodian, and ensure prompt notification is also made to the cargo’s owner or owner’s agent. Attach completed Form CG-5577s to these notifications requesting custodian and owner/agent signatures.

NOTE:

Ensure you receive a copy of the signed Form CG-5577 in the event enforcement action becomes necessary.

The nature of the discrepancy helps determine who should correct it. If a discrepancy involves the cargo’s package, label, or other specification when the shipment was originally offered and accepted for transportation, hold the original shipper or freight forwarder accountable. The container inspector must avoid taking action against the custodian, vessel, or carrier simply because they are the most accessible party. When notifying the appropriate party to take corrective action, attach a completed Form CG-5577 requesting signature.

NOTE:

Ensure you receive a copy of the signed Form CG-5577 in the event enforcement action becomes necessary.

- As a best practice, allow no more than 2 weeks for the responsible party to resolve any outstanding deficiencies.

**B.2. Cargo
Transported per
IMDG Code**

Reference (b), Federal Hazardous Materials Transportation Law (FHMTL), 49 U.S.C. Chapter 51 §§ 5101-5128, allows shipments prepared per the IMDG Code to be transported within the United States if all or part of the movement is by commercial vessel. In any civil penalty case, include the cite allowing use of the IMDG Code and reference (j), Authorization and Requirements for the Use of International Transport Standards and Regulations, 49 CFR § 171.22. To determine recommended civil penalties, record both the IMDG Code cite and the equivalent 49 CFR cite on Form CG-5577 and in MISLE.

Section C: Releasing an Out of Service Container

C.1. Overview

A container placed out of service for structural deficiencies must be repaired and re-inspected per the owner's periodic examination or continuous examination programs. Prior to returning a container to service, the owner must notify the Coast Guard in writing that the container has been brought back into compliance.

Evaluate the owner's program for repair against the following:

C.1.a. Containers Used for Carriage of Class 1 (Explosive) Material

- Must be restored to a safe condition as prescribed by:
 - Reference (k), Transport of Class 1 (Explosive) Materials in Freight Containers, 49 CFR § 176.170.
 - Reference (l), Structural Serviceability of Freight Containers and Vehicles Carrying Class 1 (Explosive) Materials on Ships, 49 CFR § 176.172.

If a structural condition is not addressed in these two references, the container's owner must use the criteria found in reference (m), Repair Manual for Steel Freight Containers, Institute of International Container Lessors, or other owner-specific criteria the container is subject to.

C.1.b. Other Containers Used for International or Domestic Shipment

- Must be restored to a safe condition per reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series).

C.2. Owner Unwillingness to Repair

If a damaged container's owner is not willing to repair the container, the container's owner must remove the damaged container from service and provide such proof to the Coast Guard inspector.

C.3. Removal of Detention Stickers

Only Coast Guard inspectors are authorized to remove or allow the removal of detention stickers when a container can safely be returned to service.

Section D: Releasing Cargo On Hold

D.1. Overview

Re-inspect corrected cargo deficiencies. Only Coast Guard inspectors are authorized to remove or allow the removal of detention stickers when cargo can once again safely be shipped.

Section E: Enforcement Actions

E.1. Corrected on the Spot

Indicate “Corrected on the spot” on Form CG-5577 for discrepancies that are corrected quickly. Enter all deficiencies (including those “Corrected on the spot”) in MISLE. There is no need to pursue further enforcement action unless addressing a historical trend of repeat discrepancies.

E.2. Civil Penalty Cases

Federal Hazardous Materials Transportation Law (FHMTL) violations can result in a letter of warning (LOW), notice of violation (NOV), a civil penalty case, or a criminal case. Adhere to reference (n), Civil Penalty Procedures and Administration, COMDTINST 16200.3 (series), guidelines when submitting violation cases.

E.3. Criminal Cases

Pursue criminal enforcement in all cases where there is knowing or willful violation of the FHMTL. Examples of such cases include deliberate misrepresentation of HAZMAT cargo, falsification of shipping papers, or tampering with HAZMAT packages. Process potential criminal FHMTL violations per reference (o), Marine Safety Manual, Volume I, Administration and Management, COMDTINST M16000.6 (series).

Chapter 5: Outreach Events

Introduction This chapter discusses outreach events to enhance NCIP effectiveness.

In This Chapter This chapter contains the following sections:

Section	Title	Page
A	Setting Up an Outreach Event	5-2

Section A: Setting Up an Outreach Event

A.1. Overview

The Coast Guard’s marine safety program uses outreach events to help accomplish its goals, stressing “Prevention-Through-People.” Outreach provides an opportunity to continuously implement an adequate level of prevention awareness to decrease the risk of a major transportation incident. As a best practice, consider conducting a yearly outreach event.

Contact CITAT for additional guidance on setting up outreach events:

- Phone: (405) 954-8985.
- Email: CGI-PF-CITAT_MSG@uscg.mil.

A.2. Determine Your Audience

To optimize the impact of your outreach activity, invite as many stakeholders as possible. While most deficiencies are discovered at maritime container facilities, these facilities are not typically the point of cargo origin. Therefore, prompt terminals to provide a list of their respective carriers and consignees.

In addition to unit contact lists and other Coast Guard databases (e.g., Homeport, MISLE, etc.), DOT maintains a searchable list of persons who offer or transport HAZMAT:

<https://hazmatonline.phmsa.dot.gov/Services/companylookup.aspx>

Consider the DOT database when assembling your list of outreach participants.

A.3. Selecting a Venue

When selecting a location to hold your outreach event, consider:

- Number of attendees.
- Source of free venues that do not pose potential conflicts of interest.
- Cost of materials and facilities.
- Accessibility and parking for attendees.
- Availability of audio visual equipment.

A.4. Determining Outreach Event Content

Solicit topics attendees would like to have addressed or to present themselves. Topics to consider include:

- 49 CFR 172.700 HAZMAT training requirements:
 - General awareness and familiarization training.
 - Function-specific training.
- IMDG Code, Chapter 3.1.
- Safety training.
- Security awareness training.
- Initial and recurrent training.
- Recordkeeping.
- Limitations.
- How to use 49 CFR and the IMDG Code:
 - Navigating the 101 table.
 - Marking, labeling, and placarding requirements.
 - Differences between 49 CFR and the IMDG Code.

**A.5. Available
Sources for
Topic
Presentation**

- CITAT's website (<http://www.uscg.mil/hq/citat>) includes:
 - Sample invitation letter.
 - Outreach tools.
 - Pipeline and Hazardous Materials Safety Administration (PHMSA) website (<http://phmsa.dot.gov/hazmat>).
 - DOT's HAZMAT registration requirements for offerers and transporters can also be found at the PHMSA website listed immediately above, and staff can be reached at 1-800-942-6990.
 - Volunteer presenters from industry and other agencies.
-

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Appendix A: Glossary and Acronyms

ACE	Automated Commercial Environment (a trade processing system).
ACEP	Approved continuous examination program.
CBP	U.S. Customs and Border Protection.
CFR	Code of Federal Regulations.
CGIS	Coast Guard Investigative Service.
Chassis	A semitrailer of skeleton construction limited to a bottom frame, one or more axles, specially built and fitted with locking devices for the transport of intermodal cargo containers so that when the chassis and container are assembled, the units serve the same function as an over-the-road trailer.
CHRIS	Chemical Hazard Response Information System.
CITAT	Container Inspection Training and Assistance Team.
Confined space	A space with all of the following characteristics: <ul style="list-style-type: none">• Large enough and so configured that a person can bodily enter and perform assigned work.• Has limited or restricted means for entry or exit.• Is not designed for continuous worker occupancy.
Container	A freight container, portable tank, multiple-element gas container (MEGC), flat rack, quadcon, tricon, tactical International Organization for Standardization (ISO) shelters, military specification (MILSPEC) van, and other structures that must comply with the International Convention for Safe Containers (CSC) requirements.
COTP	Captain of the port.
CSC	International Convention for Safe Containers.

Custodian	The terminal operator, stevedore, or other person having actual control over a container.
Devanning	The removal of cargo from a container. Also known as unloading, unstuffing, or stripping.
DOT	Department of Transportation.
Dunnage	Inexpensive or waste material used to protect and immobilize cargo during transportation.
EC	The container inspection qualification code for Direct Access/Training Management Tool documentation.
EEBD	Emergency escape breathing device.
Enclosed space	Any space (other than a confined space (see above for “confined space”)) enclosed by bulkheads and overhead.
Equivalent safety measures	COTP (see above) authorized safety methods that provide the same level of protection to inspectors as the primary methods identified within this TTP publication and reference (a), National Container Inspection Program Manual, COMDTINST M16616.11 (series).
ERG	Emergency Response Guidebook.
FHMTL	Federal Hazardous Materials Transportation Law.
Form CG-5577	Intermodal Container Inspection Report, Form CG-5577.
Freight container	A reusable container having a volume of 64 cubic feet or more designed and constructed to permit being lifted with its contents intact and intended primarily for containment of packages (in unit form) during transportation.
FSO	Facility security officer.
HAZMAT	Hazardous material.
IICL	Institute of International Container Lessors.
IMDG	International Maritime Dangerous Goods Code.

Intermodal container	A freight container designed and constructed to permit it to be used interchangeably in two or more modes of transport.
Intrinsically safe	The term “intrinsically safe” is used to describe any product designed for use in a potentially explosive area. It is a protection concept based on limiting available electrical and thermal energy to a level below that required to ignite an explosive atmosphere.
ISCA	International Safe Container Act.
ISO	International Organization for Standardization.
LOW	Letter of warning.
MASFO	Multi-agency strike force operation (see below).
MEGC	Multiple-element gas container (see below).
MILSPEC	Military specification.
MISLE	Marine Information for Safety and Law Enforcement.
MSDS	Material safety data sheet.
Multi-agency strike force operation (MASFO)	A surge enforcement activity involving multiple agencies with varying jurisdictions, authorities, and resources, usually led by the agency having the predominant authority over the physical location of the operation.
Multiple-element gas container (MEGC)	Assemblies of United Nations (UN) cylinders, tubes, or bundles of cylinders interconnected by a manifold and assembled within a framework, including all service equipment and structural equipment necessary for the transport of gases.
NCB	National Cargo Bureau.
NCIP	National Container Inspection Program.
NIOSH	National Institute for Occupational Safety and Health.
NOV	Notice of violation.

Offerer	A person who offers hazardous material for transportation in commerce.
OIG	Office of Inspector General.
OMSEP	Occupational Medical Surveillance and Evaluation Program.
ORM	Operational risk management.
PHMSA	Pipeline and Hazardous Materials Safety Administration.
PIH	Poison inhalation hazard.
Portable tank	A bulk packaging (except a cylinder having a water capacity of 1000 pounds or less) designed primarily to be loaded onto or temporarily attached to a transport vehicle or ship and equipped with skids, mountings, or accessories to facilitate handling of the tank by mechanical means.
PPE	Personal protective equipment.
PRD	Personal radiation detector.
PWSA	Ports and Waterways Safety Act.
Quadcon	A mini-container. When four quadcons are secured together, the resulting package has the same footprint as a standard 20-foot ISO (see above for ISO) intermodal container.
SANS	Ships Arrival Notification System.
SCC	Sector command center.
SDS	Safety data sheet.
SOP	Standard operating procedures.
Tailgate	The end of a container where the doors are fitted. Also referred to as the door sill.

Tailgate inspection	An internal inspection of a container that is limited to that interior volume of a container beginning at the door sill and ending at an imaginary plane established at the lesser of either the first 3 feet of the container itself or the first tier of dunnage.
Tricon	A mini-container. When three tricons are secured together, the resulting package has the same footprint as a standard 20-foot ISO (see above for ISO) intermodal container.
TTP	Tactics, techniques, and procedures.
UN	United Nations.
USCG	U.S. Coast Guard.
VHF	Very high frequency.

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Appendix B: Intermodal Container Inspection Report, Form CG-5577

<p>DEPARTMENT OF HOMELAND SECURITY U.S. Coast Guard INTERMODAL CONTAINER INSPECTION REPORT</p>
<p>INSTRUCTIONS</p>
<p>The Intermodal Container Inspection Report is intended to provide documentation to the various parties associated with the shipment of intermodal containers on the outcome of an International Safe Container Act safety examination, an International Maritime Dangerous Goods Code compliance verification examination, or a U.S. Federal Hazardous Materials (Hazmat) Transportation Law compliance examination conducted by the U.S. Coast Guard. The Intermodal Container Inspection Report shall be used when any of the aforementioned inspections result in deficiencies being identified.</p>
<p>General:</p> <ol style="list-style-type: none">1. All dates should be in ddmmyyyy (e.g., 14MAR2014) format and all times are to be local.2. Create a MISLE Activity before conducting the exam, and ensure the MISLE Activity number is indicated in the MISLE Activity number box on the form. <p>Block 1: Container numbering should follow ISO 6346. It is not unusual for military shipping containers to use numbering schemes that do not conform to the ISO standard.</p> <p>Block 2: Country of Origin should denote the country in which the shipment was originally packed. This information is reported to the IMO and accuracy is of utmost importance. If the info is not known, do not arbitrarily insert a country.</p> <p>Block 7: Ensure the address information for the Involved Party is accurate. If applicable, include the party's Department of Transportation (DOT) Hazmat Registration Number.</p> <p>Block 15: Enter each deficiency on a new line. When determining applicable cite or convention, ensure to include both U.S. CFR cite and IMDG convention codes. If more room is needed to describe corrective actions, use the Additional Instructions section of the form.</p>

CG-5577 (04/14)

HAZARDOUS MATERIALS CONTAINER INSPECTION GUIDANCE

Detailed guidance can be found in COMDTINST M16616.11 (series) and CGTTP 3-72.3.

References are formatted as follows: [(US regulation from 49 CFR)/(International Maritime Dangerous Goods Code cite)] unless otherwise noted.

A. GENERAL

1. Create safe working zone around container.
2. Identify potential hazards associated with cargo.
3. Inspect container exterior for signs of leakage, structural integrity (Section B) and placards/markings/shipping paper consistency.
4. Attach safety strap to container locking bars.
5. Remove original seal and document its number/time on CG-5577 or alternate form.
6. Open one container door. Check for shifted cargo. Remove strap if safe to do so.
7. Open both doors and ventilate for 15 minutes. (For Poisonous Inhalation Hazards & fumigated cargoes, see guidance in COMDTINST M16616.11 (series) and CGTTP 3-72.3).
8. Thoroughly inspect shipping papers (Section C).
9. Fill out CG-5577 or alternate form with information available.
10. Conduct tailgate inspection. Verify marking, labeling, packaging, segregation, and blocking & bracing (Sections D & E).
11. Document all discrepancies. Take pictures for evidence.
12. Close container doors. Affix USCG seal and document number.
13. Complete CG-5577 or alternate form as necessary. Affix detention stickers, if necessary.
14. Deliver carbon copy of the CG-5577 if necessary and report findings to facility custodian.
15. U.S. DOT Hazmat Registration Number is described in 49 CFR 107.601-107.717. Merchant vessels engaged in any of the activities requiring registration and transporting, transiting, or transshipping packaged hazardous materials within 12 miles of the U.S. must have a U.S. DOT Hazmat Registration Number.
Hazmat Registration Numbers can be verified at:
<https://hazmatonline.phmsa.dot.gov/services/companylookup.aspx>

B. STRUCTURAL INTEGRITY/SAFETY APPROVAL PLATE

1. Valid CSC safety approval plate attached to the container (49 CFR 451).
2. Safety approval plate contains the following in this order:
 - (a) "CSC SAFETY APPROVAL".
 - (b) Country of approval and approval reference #.
 - (c) Date (month & year) of manufacture.
 - (d) Manufacturer's ID # or Owner's container #.
 - (e) Maximum operating gross weight (kg & lbs).
 - (f) Allowable stacking weight for 1.8g (kg & lbs).
 - (g) Transverse racking test load value (kg & lbs).
3. Next exam due date or Approved Continuous Examination Program (ACEP) marked on safety approval plate or as close as practicable (49 CFR 452).
4. See CITAT Structural Integrity Job Aid for structural requirements at <http://www.uscg.mil/hq/citat>.

C. SHIPPING PAPERS

1. All hazardous materials observed are listed [(172.200)/(5.4.1.1.1)].
2. UN ID #, proper shipping name, hazard class, and packing group are correct and in order [(172.202(a)(1-4))/(5.4.1.4.2)].
3. Total quantity by weight or volume indicated [(172.202(a)(5))/(5.4.1.5.1)].
4. Additional descriptions used where required [(172.203)/(5.4.1.4.3)]:
 - (a) DOT-E or DOT-SP.
 - (b) Limited Quantity or LTD QTY [5.4.1.5.2].
 - (c) Hazardous Substance RQ.
 - (d) Radioactive Material [5.4.1.5.7].
 - (e) Empty Packaging [5.4.1.4.3.2].
 - (f) Not Applicable.
 - (g) Not Applicable.
 - (h) Not Applicable.
 - (i) (1) Name of the Shipper [5.4.1.3].
(2) Minimum Flashpoint [5.4.1.4.3.6].
 - (j) *Reserved*.
 - (k) Technical Name [5.4.1.4.3.1].
 - (l) Marine Pollutant [5.4.1.4.3.5].
 - (m) Poisonous Materials [5.4.1.5.4.5].
 - (n) Elevated Temperature Cargoes.
 - (o) Organic Peroxides and self-reactive materials.
 - (p) Liquefied Petroleum Gas (LPG).

5. Shipper's certification and signature [(172.204)/(5.4.1.6)].
6. Emergency response telephone # listed on shipping papers [(172.201(d) & 172.604) Exceptions: 172.604(c) & 171.22(g)(1)].
7. Hazardous waste manifest when applicable [(172.205)].
8. Emergency response information available [(172.602)/(5.4.3.2)].
9. Container packing certificate available [(176.27)/(5.4.2)].

D. MARKING/LABELING/PLACARDING

1. Non-Bulk Packages marked with the following [(172.301)/(5.2.1)]:
 - (a) Proper shipping name and ID #.
 - (b) Technical name when required.
 - (c) DOT-E or DOT-SP when required.
 - (d) Consignee's or Consignor's name and address.
2. Bulk Packages marked with I.D. # and DOT-E or SP if required (172.302). See cite for locations.
3. Additional package markings present where required:
 - (a) Radioactive Materials [(172.310)/(5.2.1.5)].
 - (b) Orientation Arrows for liquid hazardous materials in combination packages [(172.312)/(5.2.1.7)].
 - (c) Poisonous Material and PIH's [(172.313)].
 - (d) Limited Quantities [(172.315 & 172.301(a))/(5.2.1.9) (see also 3.4.5)].
 - (e) ORM-D Material [(172.316)].
 - (f) Explosive [(172.320)].
 - (g) Marine Pollutant [(172.322)/(5.2.1.6)].
 - (h) Hazardous Substance (RQ) and Waste [(172.324)].
 - (i) Freight Container [(172.301(a)(3) & 172.331(c))/(5.3.2)].
4. Packages properly labeled with primary and subsidiary hazards [(172.400 & 172.402 & 172.406, see exceptions in 172.400a)/(5.2.2.1)].
5. Additional labeling requirements are met [(172.402)/(5.2.2.1-5.2.2.1.12)].
6. Placards visible on all four sides of container [(172.504(a))/(5.3.1.1.4)].
7. Subsidiary placards for PIH, Hazard Class 4.3, and Uranium Hexafluoride [(172.505)].
8. Marine Pollutant mark on all 4 sides [(172.322)/(5.3.2.3)].
9. Overpacks are marked/labeled to reflect contents and with "OVERPACK" [(173.25)/(5.1.2.1)].

E. PACKAGING/STOWAGE AND SEGREGATION

1. Packages used are appropriate for each commodity [(171.2)/(4.1.1)]:
 - Research commodities in 172.101 Column 7 & 8.
 - Marking for Cylinder [(178.35)/(6.2.2)], POP [(178.503)/(6.1.3)], IBC [(178.703)/(6.5.2)].
2. Packages secured to prevent shifting in any direction. Vertical restraint is not required if the shape of the packages, loading pattern, and horizontal restraint preclude vertical shifting. [(176.76(a)(2), and otherwise in accordance with (176.76)/(7.3.3.6)].
3. Hazard classes are properly segregated within the container. See [(176.83(d))/(7.3.4.1)].
For other than Class 1, use Table [(176.83 (b))/(7.2.4)] where X indicates compatible cargoes. For Class 1, use Table [(176.144 (a))/(7.2.7.1)] where X indicates incompatible cargoes.

F. GENERAL (PORTABLE TANKS)

1. No significant material damage to the tank [(49 CFR 173.32)/(4.2.1)]:
 - (a) Framework, including saddles.
 - (b) Corner Castings.
 - (c) All emergency devices.
 - (d) Tank.
 - (e) Upper/Lower Discharge Valve and Gaskets.
 - (f) Drip Cap.
 - (g) Manhole.
 - (h) Compressed Air Connection.
 - (i) Pressure Relief Devices.
2. No external evidence of corrosion, leakage, or other unsafe condition (49 CFR 173.32(e)).
3. No missing or loose nuts/bolts on blank flanges (173.32(e)).

G. MARKINGS OF PORTABLE TANKS

1. Tank is properly marked with [(172.326)/(5.3.2)]:
 - (a) PSN on two opposing sides.
 - (b) Name of owner or lessee.
 - (c) I.D. # on each side and each end if $\geq 3,785L$
2 opposing sides if $< 3,785L$.
2. Information is properly marked on I.D. plate [(178.273 or 178.274)/(6.7.2.20)].
3. Last hydrostatic & visual test dates marked on I.D. plate (180.605).
4. Upcoming inspection/test dates marked on CSC plate, unless ACEP.

APPEAL PROCEDURES

For control actions issued under authority of 49 CFR § 453.1:

§ 453.7 Appeal provisions.

- (a) The owner, his agent, or the custodian of a container subject to a detention order or other order, may petition the Chief, Office of Operating and Environmental Standards (CG-OES), U.S. Coast Guard to review that order.
- (b) The Chief, Office of Operating and Environmental Standards (CG-OES), U.S. Coast Guard requires independent surveys to determine the extent of deficiencies, if necessary. Upon completion of his review, including review of the results of any required independent surveys, the Chief, Office of Operating and Environmental Standards (CG-OES), U.S. Coast Guard affirms, sets aside, or modifies the order.
- (c) The owner of a container is liable for any costs incident to a petition for review including any independent surveys, and for any other costs incident to or resulting from detention or other control of a container.
- (d) Unless otherwise determined by the Chief, Office of Operating and Environmental Standards (CG-OES), U.S. Coast Guard, a detention order or other order remains in effect pending the outcome of any petition or appeal of that order.
- (e) The Chief, Office of Operating and Environmental Standards (CG-OES), U.S. Coast Guard acts on all appeals within ten days of receipt.

For control actions issued under the authority of 33 CFR § 160.109:

§160.7 Appeals.

- (a) Any person directly affected by a safety zone or an order or direction issued under this subchapter may request reconsideration by the official who issued it or in whose name it was issued. This request may be made orally or in writing, and the decision of the official receiving the request may be rendered orally or in writing.
- (b) Any person directly affected by the establishment of a safety zone or by an order or direction issued by, or on behalf of a Captain of the Port may appeal to the District Commander through the Captain of the Port. The appeal must be in writing, except as allowed under paragraph (e) of this section, and shall contain complete supporting documentation and evidence which the appellant wishes to have considered. Upon receipt of the appeal, the District Commander may direct a representative to gather and submit documentation or other evidence which would be necessary or helpful to a resolution of the appeal. A copy of this documentation and evidence is made available to the appellant. The appellant is afforded five working days from the date of receipt to submit rebuttal materials. Following submission of all materials, the District Commander issues a ruling, in writing, on the appeal. Prior to issuing the ruling, the District Commander may, as a matter of discretion, allow oral presentation on the issues.
- (c) Any person directly affected by the establishment of a safety zone or by an order or direction issued by, or on behalf of, a District Commander, or who receives an unfavorable ruling on an appeal taken under paragraph (b) of this section may appeal to the Area Commander through the District Commander. The appeal must be in writing, except as allowed under paragraph (e) of this section, and shall contain complete supporting documentation and evidence which the appellant wishes to have considered. Upon receipt of the appeal, the Area Commander may direct a representative to gather and submit documentation or other evidence which would be necessary or helpful to a resolution of the appeal. A copy of this documentation and evidence is made available to the appellant. The appellant is afforded five working days from the date of receipt to submit rebuttal materials. Following submission of all materials, the Area Commander issues a ruling, in writing, on the appeal. Prior to issuing the ruling, the Area Commander may, as a matter of discretion, allow oral presentation on the issues.
- (d) Any person who receives an unfavorable ruling on an appeal taken under paragraph (c) of this section, may appeal through the Area Commander to the Assistant Commandant for Marine Safety, Security and Stewardship, U.S. Coast Guard, (CG-5), 2703 Martin Luther King Jr. Ave SE, Stop 7363, Washington, DC 20593-7363. The appeal must be in writing, except as allowed under paragraph (e) of this section. The Area Commander forwards the appeal, all the documents and evidence which formed the record upon which the order or direction was issued or the ruling under paragraph (c) of this section was made, and any comments which might be relevant, to the Assistant Commandant for Marine Safety, Security and Stewardship. A copy of this documentation and evidence is made available to the appellant. The appellant is afforded five working days from the date of receipt to submit rebuttal materials to the Assistant Commandant for Marine Safety, Security and Stewardship. The decision of the Assistant Commandant for Marine Safety, Security and Stewardship is based upon the materials submitted, without oral argument or presentation. The decision of the Assistant Commandant for Marine Safety, Security and Stewardship is issued in writing and constitutes final agency action.
- (e) If the delay in presenting a written appeal would have significant adverse impact on the appellant, the appeal under paragraphs (b) and (c) of this section may initially be presented orally. If an initial presentation of the appeal is made orally, the appellant must submit the appeal in writing within five days of the oral presentation to the Coast Guard official to whom the presentation was made. The written appeal must contain, at a minimum, the basis for the appeal and a summary of the material presented orally. If requested, the official to whom the appeal is directed may stay the effect of the action while the ruling is being appealed.

CG-5577 (04/14)

Appendix C: Form CG-5577 (Completed Example)

DEPARTMENT OF HOMELAND SECURITY U.S. Coast Guard INTERMODAL CONTAINER INSPECTION REPORT		MISLE Activity Number 690344	
		Inspection Type DECLARED (HAZMAT)	
1. Container Number: SUDU1234567		2. Country of Origin: Peru	
3. Container Type: FREIGHT		4. Date of Inspection: 08 Apr 14	
5. Inspection Location: MPA Seagirt Marine Terminal		6. Time of Inspection: 1430	
7.	Involved Party: Stepan Company	8. COTP Zone: BALTIMORE	
	U.S. DOT Hazmat Registration Number: 053012001010UW	9. Original Seal Number: 01230321	
	Address: 22500 W. Millsdale Rd Elwood, IL 60421	10. Replacement Seal Number: CG08041790	
		11. ACEP Number: N/A	
		12. CSC ID Number: D-HH 1155/GL 2246	
		13. Shipment Prepared By: <input type="checkbox"/> 49 CFR <input checked="" type="checkbox"/> IMDG Code	
14. Inspection conducted as part of Multi-Agency Strike Force Operation?		<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
15. Nature of Deficiency:			
No.	Description	Cite (Convention)	Action Taken
1	Shipping description not in required sequence.	49 CFR 172.202,IMDG Code 5.4.1.4.2	Corrected on the spot.
2	Container condition an obvious risk to safety.	49 CFR 453.1(b)	See additional instructions.
	No further discrepancies noted. DHS.		
Additional Instructions: Compliance order. Repair required prior to further movement of container - damage to front left corner post exceeds permissible standards. Contact the COTP at (XXX) XXX-XXX upon remedy.			
16. Control Action Taken:		HAZMAT UN ID#S 2258	
<input checked="" type="checkbox"/> Container Detained		HAZMAT Class(es) 8(3)	
<input type="checkbox"/> Shipment Detained			
<input checked="" type="checkbox"/> Repair Required			
<input type="checkbox"/> Re-Inspection Required			
17. Authorities cited to support actions (check applicable):		<input checked="" type="checkbox"/> 49CFR 453.1 <input checked="" type="checkbox"/> 33 CFR 160.109 <input type="checkbox"/> 33 CFR 6.04-7	
Copy delivered to: Robert Smith, Terminal Manager			
<small>(Shipper/Agent/Custodian - Printed Name)</small>		<small>(Shipper/Agent/Custodian - Signature)</small>	
CG COTP Representative: MST1 Douglas H. Shuab			
<small>(Printed Name)</small>		<small>(CG COTP Representative - Signature)</small>	
This deficiency report constitutes written notice of discrepancies discovered, order for detention, and/or corrective action required. Separate notice will be given if penalty action is initiated.			

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Appendix D: Alternate Container Inspection Form (Example)



HAZARDOUS MATERIALS & INTERMODAL CONTAINER INSPECTION REPORT

SECTOR LOS ANGELES - LONG BEACH CONTAINER INSPECTIONS
Ph. 310-821-3746 Fax. 310-821-3763 Email: SectorLALBFAC@uscg.mil

This form is used to capture required information and is issued to document and record container inspections conducted when no discrepancies are found to exist.

MISLE ACTIVITY/CASE: _____ LOCATION/FIN # _____ DATE _____ TIME _____

CONTAINER NUMBER: _____ COUNTRY OF ORIGIN: _____
ORIGINAL SEAL # _____ HAZARD CLASS(es): _____
REPLACEMENT SEAL # _____ HAZMAT UN ID #(s): _____
INSPECTION TYPE: DECLARED / GENERAL / STRUCTURAL CONTAINER TYPE: TANK / FREIGHT / REEFER
NOTES: _____

CONTAINER NUMBER: _____ COUNTRY OF ORIGIN: _____
ORIGINAL SEAL # _____ HAZARD CLASS(es): _____
REPLACEMENT SEAL # _____ HAZMAT UN ID #(s): _____
INSPECTION TYPE: DECLARED / GENERAL / STRUCTURAL CONTAINER TYPE: TANK / FREIGHT / REEFER
NOTES: _____

CONTAINER NUMBER: _____ COUNTRY OF ORIGIN: _____
ORIGINAL SEAL # _____ HAZARD CLASS(es): _____
REPLACEMENT SEAL # _____ HAZMAT UN ID #(s): _____
INSPECTION TYPE: DECLARED / GENERAL / STRUCTURAL CONTAINER TYPE: TANK / FREIGHT / REEFER
NOTES: _____

CONTAINER NUMBER: _____ COUNTRY OF ORIGIN: _____
ORIGINAL SEAL # _____ HAZARD CLASS(es): _____
REPLACEMENT SEAL # _____ HAZMAT UN ID #(s): _____
INSPECTION TYPE: DECLARED / GENERAL / STRUCTURAL CONTAINER TYPE: TANK / FREIGHT / REEFER
NOTES: _____

CONTAINER NUMBER: _____ COUNTRY OF ORIGIN: _____
ORIGINAL SEAL # _____ HAZARD CLASS(es): _____
REPLACEMENT SEAL # _____ HAZMAT UN ID #(s): _____
INSPECTION TYPE: DECLARED / GENERAL / STRUCTURAL CONTAINER TYPE: TANK / FREIGHT / REEFER
NOTES: _____

Copy delivered to: _____ MASFO: YES / NO
(Shipper/Agent/Custodian - Printed Name) (Signature)
CG COTP Representative: _____ Page _____ of _____
(Printed Name) (Signature - CG COTP Rep.)

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Appendix E: Recommended Container Inspection Kit Contents

- E.1. References**
- National Container Inspection Program Manual, COMDTINST M16616.11 (series).
 - National Container Inspection Program Tactics, Techniques, and Procedures, CGTTP 3-72.3 (series).
 - Marine Safety Manual, Volume I, Administration and Management, COMDTINST M16000.6 (series).
 - Civil Penalty Procedures and Administration, COMDTINST 16200.3 (series).
 - Operational Risk Management, COMDTINST 3500.3 (series).
 - Coast Guard Medical Manual, COMDTINST M6000.1 (series).
 - Guidance for Use of Customs and Border Protection's Automated Commercial Environment (ACE), COMDT (CG-FAC) Policy Letter 13-02.
 - International Maritime Dangerous Goods (IMDG) Code (series).
 - Ports and Waterways Safety Act (PWSA), 33 U.S.C. Chapter 25 §§ 1221-1236.
 - International Safe Container Act (ISCA) of 1977, 46 U.S.C. Chapter 34 §§ 1501-1508.
 - Federal Hazardous Materials Transportation Law (FHMTL), 49 U.S.C. Chapter 51 §§ 5101-5128.
 - Transportation, 49 CFR §§ 100-185.
 - Examination of Containers, 49 CFR § 452.
 - Control and Enforcement, 49 CFR § 453.
 - Repair Manual for Steel Freight Containers, Institute of International Container Lessors (IICL).
-
- E.2. Additional Resources**
- Emergency Response Guidebook (ERG).
 - National Institute for Occupational Safety and Health (NIOSH) Pocket Guide to Chemical Hazards.
 - CITAT job aid for structural examinations (<http://www.uscg.mil/hq/citat>).
 - Chemical Hazard Response Information System (CHRIS) (optional).

- Material Safety Data Sheet (MSDS) Pocket Dictionary (optional).
 - Safety data sheets (SDSs) (optional).
 - IICL-5 Guide for Container Equipment Inspection (optional).
-

E.3. Paperwork

- Form CG-5577s.
 - Alternative forms for containers with zero discrepancies.
 - Container detention stickers.
-

**E.4. Personal
Protective
Equipment
(PPE)**

- Hardhats.
 - Safety glasses.
 - Safety shoes.
 - Coveralls.
 - High visibility or reflective vests.
 - Gloves.
 - PRDs.
 - EEBDs.
-

E.5. Tools

- Safety straps.
 - Atmospheric monitoring devices (O₂ or multi-gas meters) (two or more).
 - Traffic cones.
 - Intrinsically safe VHF radios/cell phones.
 - Seal cutter.
 - USCG seals.
 - Flashlight.
 - Inspection mirror (optional).
 - Pole-mounted camera (optional).
 - Reference line.
 - Damage ruler.
 - Survey hammer.
 - Wire rope cutter.
 - Cheater bar/crowbar.
 - Lumber crayons (for marking structural deficiencies on container).
-

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