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Officer-In Charge  
Explosive Handling  
Supervisory Detail  
(EB)



Performance Qualification  
System (PQS) Workbook

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# Marine Safety Training Guide

## OIC-Explosive Handling Supervisory Detail (OIC-EHSD)

### Qualification Code (EB)

This booklet is one section of your personal 'on the job training' (OJT) manual. It is your on-the-job guide to qualification as an Officer in Charge – Explosive Handling Supervisory Detail. It is your responsibility to document completed unit training items. For OJT, a person already holding this qualification code (called a verifying officer) is to observe you perform each task and sign in the appropriate space provided in this booklet. It may be necessary to perform a task several times. The verifying officer will not give credit for any task that is not performed satisfactorily.

Multiple verifying officers may make entries in your workbook. Every verifying officer must enter his or her name, rate/rank, signature, and initials in the Record of Verifying Officers section.

When you have completed all of the items required by your command for this qualification, your command will issue a letter of designation. Your personnel department will enter the appropriate code in your permanent record, to be reflected in your Personal Data Extract (PDE).

### OIC-Explosive Handling Supervisory Detail (EB) Requirements:

*(Optional items are at the discretion of individual commands)*

	Date Completed	Verifying Officer:
A. Completion of resident training courses (attach copy of completion certificates):		
1. Entry Level Port Operations Course (ELPOC)	_____	_____
<i>Or</i>		
Marine Safety Technician "A" School (MST "A")	_____	_____
3. Explosive Handling Supervisor Course (EHS)	_____	_____
<i>Or</i>		
Container Inspection Program Course (CITAT)		
B. Completion of correspondence courses (attach copy of completion letter):		
1. Initial Indoctrination Port Operations Course (IIPO).	_____	_____
C. Facility Inspector (EU) qualification (attach copy of letter).	_____	_____
D. Boarding Officer (EI) qualification (attach copy of letter).	_____	_____
E. Container Inspector (EC) qualification ( <i>optional</i> )	_____	_____
F. Unit level Qualification to examine Application and Permit to Handle Hazardous Material ( <i>CG-4260</i> ) ( <i>optional</i> ).	_____	_____
G. Completion of PQS Workbook.	_____	_____
H. Oral board (unit level) – OIC-EHSD	_____	_____
I. Completed package with documentation submitted to Training Officer/Coordinator for review	_____	_____



## OIC-EHSD Tasks - Coast Guard Jurisdiction/Authority:

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB1	Describe the COTP authority to direct and control the handling of explosives aboard most vessels and waterfront facilities. (33 CFR 6)	_____	_____
EB2	Describe the authority that a qualified OIC-EHSD has over the loading, handling and unloading of Class 1 (explosive) materials. (33 CFR 126.29, 49 CFR 176.102)	_____	_____
EB3	Identify the OIC-EHSD primary responsibilities on board a vessel. (49 CFR 176 Subpart G)	_____	_____
EB4	Identify the applicable provisions (33 CFR) that each carrier, master, agent, and charterer of a vessel and all persons engaged in handling HAZMAT on board vessels must comply with. (49 CFR 176.4(a))	_____	_____
EB5	Identify the four locations where Division 1.1 and 1.2 materials can be loaded on and unloaded from vessels. (49 CFR 176.4(b)&(c))	_____	_____
Demonstrate proficiency in the application and understanding of 49 CFR in the following areas:			
EB6	49 CFR 172.101 Hazardous Materials Table and Appendix A & B to 172.101, and 172.102 Special Provisions.	_____	_____
EB7	49 CFR 172 Subpart C – Shipping Papers, Subpart D – Marking, Subpart E – Labeling, Subpart F – Placarding.	_____	_____
EB8	49 CFR 172 Subpart H – Training.	_____	_____
EB9	49 CFR 173 Subpart C - Definitions, Classifications, and Packaging for Class 1 Explosives.	_____	_____
EB10	49 CFR 176 Subpart A – General, Subpart B – General Operating Requirements, Subpart C – General Handling & Stowage, Subpart D – General Segregation Requirements, Subpart G – Detailed Requirements for Class 1 (explosive) Materials.	_____	_____
EB11	Describe applicability of exemptions/waivers that apply to explosives. (MSM vol VI chap.1)	_____	_____
EB12	Explain COTP authority to enlist aid from other local and government agencies. (33 CFR 6)	_____	_____
EB13	Describe the purpose and elements of a Safety/Security Zone to restrict vessel movement in the vicinity of an explosive transfer. (33 CFR 160; MSM VI)	_____	_____
EB14	Describe the purpose of a COTP Order. (33 CFR 160; MSM VI)	_____	_____
EB15	Demonstrate knowledge of unit Explosive Handling SOP. (Unit policy)	_____	_____

## OIC-EHSD Tasks – Application and Permit to Handle Hazardous Material Review

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB16	Determine if permit is required. (33 CFR 126.09/10/17/19/21, 49 CFR 176.100/415)	_____	_____
EB17	Examine an Application and Permit to Handle Hazardous Materials (CG-4260) for discrepancies. (33 CFR 126.17, 49 CFR 176.100, and MSM vol. VI chap. 1 sec. L)	_____	_____
EB18	Determine if facility is authorized to handle Division 1.1 and 1.2 materials. (33 CFR 126.05/15/16, 49 CFR 176.4)	_____	_____
EB19	Verify required information on DCM and Stowage Plan. (49 CFR 176.30)		
	a. Name and official number of vessel. (49 CFR 176.30(a)(1))	_____	_____
	b. Nationality of vessel. (49 CFR 176.30(a)(2))	_____	_____
	c. Emergency response phone number listed for each HAZMAT being shipped. (49 CFR 172.604)	_____	_____
	d. Proper shipping name and ID number for each commodity. (49 CFR 176.30(a)(3))	_____	_____
	e. Number and description of packages for each commodity, plus gross weight for each. (49 CFR 176.30(a)(4))	_____	_____
	f. Hazard class for each commodity. (49 CFR 176.30(a)(5))	_____	_____
	g. Proposed stowage plan, showing stowage location for each commodity. (49 CFR 176.30(a)(7))	_____	_____
	h. Confirm DCM information matches shipping papers. (49 CFR 176.30(b))	_____	_____
	i. Verify signature of master or his authorized representative. (49 CFR 176.30(c))	_____	_____
EB20	Verify that Emergency Response Information is on board the vessel. (49 CFR 172.602)	_____	_____

## OIC-EHSD Tasks - Issue or Deny Permit

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB21	Describe the requirements for authorizing alternate stowage, segregation and handling. (49 CFR 176.65)	_____	_____
EB22	Calculate Explosive Arcs (Separation Distances) using the total <i>NEW</i> (Net Explosive Weight) and approved Quantity Distance Tables in accordance with USCG policy. (MSM vol. VI chap 1 sec L and enclosure (6-1))	_____	_____
EB23	Identify and define the following acronyms found in enclosure (6-1) of MSM Vol. VI:		
	a. PES - _____	_____	_____
	b. ES - _____	_____	_____
	c. IBD - _____	_____	_____
	d. PTR - _____	_____	_____
	e. NEW - _____	_____	_____
EB24	Recommend issuance or denial of Application and Permit to Handle Hazardous Materials (CG-4260) based upon thorough review of the application and related documentation. (49 CFR 176.100, MSM vol. VI chap. 1 sec. 1.1 & enclosure 6-1, and unit policy)	_____	_____
EB25	Arrange for a pre-load/discharge inspection of facility/vessel. (Unit policy)	_____	_____

## OIC-EHSD Tasks – Pre-Handling Inspection of Vessel

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB26	Identify and state the purpose of the following required vessel documents and logs:		
	a. Certificate of Inspection (46 CFR 91.01)	_____	_____
	b. SOLAS Cargo Ship Safety Construction Certificate. (SOLAS Chap. I Reg. 12(a)(ii), 46 CFR 91.60-5, MSM vol. II chap. 9)	_____	_____
	c. SOLAS Cargo Ship Safety Equipment Certificate. (SOLAS Chap. I Reg. 12(a)(iii), 46 CFR 91.60-10, MSM vol. II chap. 9)	_____	_____

**OIC-EHSD Tasks – Pre-Handling Inspection of Vessel (continued)**

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB26 (cont.)			
d.	SOLAS Cargo Ship Safety Radiotelegraphy Certificate (SOLAS Chap. I Reg. 12(a)(iv), 46 CFR 91.60-15, MSM vol. II chap. 9)	_____	_____
e.	SOLAS Safety Radiotelephony Certificate. (SOLAS Chap. I Reg. 12(a)(iv), 46 CFR 91.60-20, MSM vol. II chap. 9)	_____	_____
f.	Loadline Certificate. (46 CFR 42.07-5)	_____	_____
g.	Vessel Equipment Maintenance Logs. (46 CFR Subpart D)	_____	_____
EB27	Evaluate vessel safety precautions, perform on-deck pre-handling inspection and report findings to OIC-EHSD.		
a.	Adequate security/limited access to vessel. (49 CFR 176.162)	_____	_____
b.	Verify no hot work in progress. (49 CFR 176.54/164(c))	_____	_____
c.	Smoking requirements in force . (49 CFR 176.60/164(a))	_____	_____
d.	Proper protection, type and condition of electrical equipment/lighting. (49 CFR 176.118/148)	_____	_____
e.	No transfer of oil, Bunker or fueling operations. (49 CFR 176.154)	_____	_____
f.	No vessels alongside conducting transfers or hotwork. (Unit policy)	_____	_____
g.	Power secured to transmitting equipment. (49 CFR 176.150)	_____	_____
h.	No blowing of vessel stacks. (Unit policy)	_____	_____
i.	Enforce permit restrictions imposed by COTP.	_____	_____
j.	Determine if vessel is prepared for explosive handling. (49 CFR 176.58)	_____	_____
k.	Towing wires properly set. (49 CFR 176.178(b))	_____	_____
l.	Mooring lines adequate. (49 CFR 176.178)	_____	_____
m.	Visual day/night signals properly displayed. (49 CFR 176.176)	_____	_____
n.	Adequate number and lengths of fire hoses. (49 CFR 176.164(b))	_____	_____
o.	Power secured in cargo holds. (49 CFR 176.118/148)	_____	_____
p.	Cargo hold in acceptable condition. (49 CFR 176.58(a))	_____	_____

**OIC-EHSD Tasks – Pre-Handling Inspection of Vessel (continued)**

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
<b>EB27 (Con't)</b>			
q.	Smoke and/or fire detection system installed and operating. (49 CFR 176.164)	_____	_____
r.	Fixed fire extinguishing system adequate. (49 CFR 176.164(d))	_____	_____
s.	Electrical bonding/lightning protection adequate. (49 CFR 176.120)	_____	_____
t.	Adequate weather protection measures available to prevent cargo from becoming wet. (49 CFR 176.160)	_____	_____
u.	Sufficient crew on board to maintain proper watch and operate propulsion and fire fighting equipment in the event of emergency. (49 CFR 176.180)	_____	_____
v.	Conditions for handling on board ship are satisfied. (49 CFR 176.182)	_____	_____
w.	Determine methods of communication to be used. (49 CFR 176.150)	_____	_____
<b>EB28</b>	<b>Conduct pre-handling inspection of cargo handling gear. (Unit policy, 49 CFR 176.104, 46 CFR 91.37, 29 CFR 1919 and NVIC 02-96)</b>	_____	_____
a.	Ensure cargo handling gear test records are current.	_____	_____
b.	Visually inspect and assess condition of cargo handling gear.	_____	_____
c.	Access adequacy of handling procedures and gear to be used.	_____	_____
d.	Supervise load test of cargo handling gear IAW NVIC 2-96.	_____	_____
<b>EB29</b>	<b>Commence explosive handling operations:</b>		
a.	Inform master/responsible party and the facility person in charge in the presence of the OIC-EHSD of all discrepancies and determine what corrective action and/or operational controls (if any) are required. (49 CFR 176.15)	_____	_____
b.	Verify the identified discrepancies are corrected. (Unit policy)	_____	_____
c.	Authorize explosive handling operations to commence. (Unit policy and 49 CFR 176.100/102)	_____	_____

### OIC-EHSD Tasks - Pre-Handling Inspection of Facility/Cargo

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB30	Meet with facility person in charge and verify compliance with facility regulatory requirements. (33 CFR 126.15/16/17/19/21)	_____	_____
EB31	Ensure quantities of dangerous cargo on board facility do not exceed authorized quantities and are in compliance. (33 CFR 126.27)	_____	_____
EB32	Identify proper equipment to be used to transfer cargo. (49 CFR 176.78/104/148/164/168)	_____	_____
EB33	Conduct inspects of freight containers for acceptability. (49 CFR 176.170/172)	_____	_____
EB34	Inspect transport vehicles for adequacy. (49 CFR 176.168/172)	_____	_____
EB35	Inspect forklifts for proper type/designation and use. (49 CFR 176.78)	_____	_____
EB36	Inform facility person in charge of any discrepancies and determine what corrective action and/or operational controls (if any) are required. (Unit policy)	_____	_____
EB37	Verify that identified discrepancies are corrected and/or operational controls are in place. (Unit policy)	_____	_____

### OIC-EHSD Tasks – Supervision of Explosive Handling Operations

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB38	Maintain watch logs. (Unit policy)	_____	_____
EB39	Verify labeling and placard requirements for cargo properly applied. (49 CFR 172 Subpart E/F)	_____	_____
EB40	Ensure Cargo is stowed and segregated in each hold IAW the approved permit/stowage plan. (49 CFR 176.69/83/116/122/140)	_____	_____
EB41	Ensure cargo is properly dunnaged, blocked and braced. (49 CFR 176.69)	_____	_____
EB42	Observe ongoing cargo movement/placement to ensure continuous proper stowage and handling procedures.	_____	_____

## OIC-EHSD Tasks – Supervision of Explosive Handling Operations (continued)

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB43	Monitor adherence to established pre-load conditions: (49 CFR 176.182)		
	a. Monitor engine room requirements	_____	_____
	b. Monitor on-deck requirements.	_____	_____
	c. Monitor cargo hold requirements.	_____	_____
	d. Monitor condition of cargo handling equipment.	_____	_____
EB44	Respond to discrepancies noted (49 CFR 176.15):		
	a. Notify responsible party.	_____	_____
	b. Ensure adequate corrective actions occur, if necessary. (Describe possible situations requiring action)	_____	_____
	c. Stop transfer/exercise operational control if necessary. (Describe possible situations and controls)	_____	_____
EB45	Ensure familiarity with regulatory/local policy for stopping explosive handling operations during lightning, heavy weather or rain. (Unit Policy, 49 CFR 176.160)	_____	_____
EB46	Ensure DCM is properly completed prior to vessel sailing (49 CFR 176.30)	_____	_____
EB47	Ensure each cargo hold and or container is properly secured for shipment. (49 CFR 176.69)	_____	_____
EB48	Draft and review proposed local regulations. (COMDTINST M16704.2 (series))	_____	_____

## OIC-EHSD Tasks – Safety & Occupational Health

<i>Task No.</i>	<i>OJT Task</i>	<i>Date Completed</i>	<i>Verifying Officer's Initials</i>
EB49	Determine Personal Protective Equipment (PPE) requirements. (MSM vol. I chap. 10 and MSM vol. VI chap. 7)	_____	_____
EB50	Explain in adequate detail the procedures described in the following Safe Work Practices (SWP). (MSM vol. I chap. 10)		
	a. SWP 150 – Confined Spaces; Entry Aboard Vessels at Dockside.	_____	_____
	b. SWP 160 (series)-Intermodal Container Inspection Ashore.	_____	_____
	c. SWP 300 – Above Deck and Underway Boarding Activities.	_____	_____
	d. SWP 310 – Above Deck Activities during Cargo Transfer.	_____	_____
	e. SWP 400 – Facility Inspection (Waterfront).	_____	_____
EB51	Properly supervise EHSD personnel to ensure their safety. (MSM vol. I. chap.10 and MSM vol. II chap. 26)	_____	_____
EB52	Determine who has authority to halt and resume operations. (Unit policy, 33 CFR 160.109(a)(1), 49 CFR 176.102)	_____	_____

**OIC-EHSD Tasks – Record of Satisfactory Qualification Watches**

<i>Watch # Date</i>	<i>EHSD Description</i>	<i>Position Filled</i>	<i>Vessel name/ VIN</i>	<i>Facility name/ FIN</i>	<i>Verifying Officer's Initials</i>
1					
2					
3					
4					
5					
6					