

No.50 Recommendation on Minimum Content of (1997) Casualty Data Check Lists

1. Background

- 1.1 A number of Member Societies provide 24 hour emergency technical support services to ship operators for ships which have been involved in casualty incidents. In providing emergency response services, the Member Societies collect information regarding the casualty, in order to enable them to perform these services. This information is normally collected using a Casualty Data Check List pro-forma which is completed by a ship operator's representative and transmitted (usually by fax) to the Member Society.

2. Casualty Data Check List Content

- 2.1 It is recommended that the content of Casualty Data Check Lists be based around the following principal headings:

- (a) Ship Details
- (b) Response Initiation
- (c) Ship Loading Before Casualty
- (d) Casualty Information
- (e) Actions and Instructions

- 2.2 The following sub-headings are recommended for inclusion under each of the above headings:

- (a) Ship Details
Ship name, call sign, communication details, IMO Number and current location
- (b) Response Initiation
*24-hour contact numbers
initiation instructions
instructions for completion of data check list
client communication details*
- (c) Ship Loading Before Casualty
*voyage information
disposition of cargo
disposition of ballast
disposition of fuel and consumables
rate of consumption of consumables
miscellaneous weights
summary of draughts
longitudinal strength summary
stability summary*



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(cont'd)

(d) Casualty Information

- location of ship at time of casualty*
- time of incident*
- type of incident*
- draft/heel summary*
- deck-edge immersion*
- grounding details*
- flooded compartments summary*
- compartments not open to sea*
- cargo/bunker losses*
- cargo density, permeability or specific gravity, as relevant*
- local environmental conditions:*
 - waves*
 - wind*
 - tide*
 - sg of water*
 - ground conditions*
 - structural damage summary*

(e) Actions and Instructions

- actions taken*
- proposed actions*
- instructions to emergency support team*

2.3 The above headings provide a summary of the information which may be required in order to provide technical support during a shipboard emergency.

Individual Member Societies may include additional information or exclude some items listed above, in order to meet their own requirements.

It is recognised that during the early stages of a casualty not all of the required information will be readily available. In addition, some information may be of an essential nature and required immediately, whilst other items may not be required until later. Therefore, the transmission of the check list contents should not be unduly delayed for reasons of completeness and information which has been reported at the time of the incident should be continually updated to facilitate the most effective response.

