

TOWING OFFICER ASSESSMENT RECORD



NEAR COASTAL / OCEANS

Towing Officer Assessment Record (Near Coastal/Oceans)

DESIGNATED EXAMINER INFORMATION

All Designated Examiners (DEs) "signing off" successful completion of practical assessments should provide the information requested below. Assessments may only be conducted by individuals that have been approved as DEs by the U.S. Coast Guard National Maritime Center acting within the scope of their approval. Assessments conducted by individuals who were not approved as DEs will not be accepted.

The U. S. Coast Guard is placing a great deal of trust in the professional competence, judgment and behavior of DEs. In performing your function as a DE, you may use your signature or initials to indicate only that you have personally witnessed the demonstration of a skill or ability by the person being assessed and have found that individual, in your professional judgment, to be competent under the criteria contained herein.

The U. S. Coast Guard greatly appreciates the efforts of DE. Their role is critical to maintaining high professional standards among U. S. mariners.

Each DE that attests to a demonstration of skill or ability shall complete one of blocks below. By using their initials to indicate successful demonstration of skill or ability, DEs are representing that they are a qualified DE and the Coast Guard has not suspended or withdrawn their qualification as a DE.

DEs who will sign off for any of the tasks in this TOAR should provide information concerning their qualifications as a DE and the vessel(s) upon which the tasks were observed in the spaces below.

1. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

2. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

Mariner Name

Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

3. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

4. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

5. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

6. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

7. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

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Mariner Name

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Towing Officer Assessment Record (Near Coastal/Oceans)

8. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

9. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

10. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

11. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

Signature

Initials (Signed)

12. DESIGNATED EXAMINER

Name and job title (Print)

DE ID No.

Vessel Name

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Towing Officer Assessment Record (Near Coastal/Oceans)

PERFORMANCE ASSESSMENT GUIDANCE

This assessment guidance is designed to be used in conjunction with the Towing Officer Assessment Record (TOAR) (Near Coastal/Oceans). It is intended to facilitate the assessment process by providing the Designated Examiner (DE) and the candidate mariner with a clear and simple explanation of the tasks that must be performed and the standards that must be met to demonstrate the mariner's competency in the subjects covered by the TOAR. The purpose of the assessment process is to provide verification by a qualified, knowledgeable observer that the mariner has demonstrated the competency to perform key functions and responsibilities of a towing vessel officer. This guidance is intended solely as a guide to the assessment process and does not impose upon the DE, the mariner being assessed, or the company employing the mariner or operating a vessel on which the assessment is conducted, any requirements beyond those established by Coast Guard regulations for licensing and manning of towing vessel officers (46 CFR Parts 11 and 15). Assessments may be conducted either on board a towing vessel, in a simulator, or by a combination of the two. The DE should have the mariner conduct some of the tasks at night to verify that the mariner can safely operate a towing vessel in both daytime and nighttime conditions.

All DEs must be approved by the National Maritime Center. Prior to conducting an assessment, the DE should ensure that he or she is thoroughly familiar with this guidance and has considered its applicability to the circumstances under which the assessment will be conducted (e.g., vessel characteristics, equipment, and manning; area of operation; company policies and procedures; onboard vs. simulator assessment, etc.). The DE should use his or her professional judgment in adapting this guidance to fit the circumstances of the assessment. For example, when a towing vessel will be operated only in pushing ahead mode, the DE should not expect the mariner to demonstrate the ability to maneuver the vessel while towing astern, and the DE should not sign off any tasks that call for towing astern. Similarly, if a vessel is equipped with a compass but not a swing meter, the DE should assess the mariner's competency in use of the compass only. The DE should also ensure that he or she is familiar with and has access to applicable Coast Guard regulations, including the Inland and/or International Rules of the Road, because compliance with those regulations is necessary in order to demonstrate competency in the specified task.

In conducting the assessment, the DE should clearly communicate to the candidate/trainee the purpose of the task being assessed and the actions that must be taken to successfully demonstrate competency. The DE should remind the candidate that throughout the assessment process, the mariner is expected to act with consideration for the safety of the crew, the vessel, its cargo, and the environment, and that he or she should not take any action or neglect any responsibilities that would cause personal injury, equipment damage, or pollution. The DE should advise the mariner that if a collision, allision, injury, or pollution incident occurs in the course of assessing a given task, the DE will not consider the mariner to have demonstrated competency in that task.

If a particular task is not part of a vessel's operations, the DE should leave the task blank. The DE should not mark the task as "N/A," "not applicable," or make any similar notation.

Mariner Name

Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

COMMON ELEMENT TASKS

Certain tasks in this TOAR are designated as being “common elements.” The numbers for these tasks are prefaced with “CE” and have a check mark (✓) in the column titled “Common Element.” These tasks are common to all TOARs, and a mariner who has completed a TOAR for another route and/or is adding a new route to an existing endorsement as Mate or Master of towing vessels need not complete these common element tasks to add authority to serve on a towing vessel on near coastal and/or oceans routes.

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
A. Vessel Familiarization				
CE-A.1	✓	Locate and demonstrate use of firefighting equipment DE: Have the mariner draw a diagram locating all firefighting equipment aboard the vessel or conduct a tour indicating its location. Have the mariner briefly describe this equipment and its proper use.		
CE-A.2	✓	Locate and demonstrate use of life-saving equipment DE: Have the mariner draw a diagram locating all life-saving equipment aboard the vessel or conduct a tour indicating its location. Have the mariner briefly describe this equipment and its proper use.		
CE-A.3	✓	Identify and describe propulsion system DE: Have the mariner provide a brief description of this system, including the make and manufacturer of the main engine, horsepower, type of control system with any delays, number of wheels, number of rudders or alternate propulsion, and procedure to switch stations, if applicable.		
CE-A.4	✓	Identify and describe steering system DE: Have the mariner provide a brief description of this system, including the type of system (electric, hydraulic, mechanical, etc.), types of steering controls (follow-up, non-follow-up, auto pilot), time from hard-over to hard-over, and emergency back-up systems. Have the mariner demonstrate the ability to switch modes and stations, if applicable.		
CE-A.5	✓	Identify and describe auxiliary systems DE: Have the mariner provide a brief description of the electrical generating system (including emergency power sources), compressed air and hydraulic systems, if applicable. Have the mariner describe the safe and practical use of these systems as prescribed by the company’s operating procedures.		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-A.6	✓	<p>Describe and follow vessel fuel transfer procedures</p> <p>DE: Have the mariner locate the transfer procedures and describe the responsibilities of the watch officer as prescribed by the vessel-specific procedures. Have the mariner participate in a fuel transfer following the transfer procedures.</p>		
CE-A.7	✓	<p>Identify physical characteristics of vessel and tow</p> <p>DE: Have the mariner provide a brief description, including the length, breadth, draft, and highest fixed point of vessel and tow; describe the tow configuration and cargoes; and identify the location of any hazardous cargo in the tow.</p>		
CE-A.8	✓	<p>Conduct safety orientations for new crewmembers</p> <p>DE: Have the mariner conduct a safety orientation as prescribed by company policy or the vessel captain. Have the mariner identify firefighting and emergency equipment and points of egress.</p>		
CE-A.9	✓	<p>Use vessel's internal communications system or equipment</p> <p>DE: Have the mariner identify and use all internal communications equipment aboard the vessel.</p>		
NCO-A.10		<p>Ensure watertight integrity</p> <p>DE: Have the mariner secure doors, hatches, and any other openings that would adversely affect the watertight integrity of the vessel and tow.</p>		
NCO-A.11		<p>Stowing the deck gear</p> <p>DE: Have the mariner secure the deck gear on the vessel and tow, including lines, wires, shackles, anchoring gear, safety gear, and any loose items.</p>		
NCO-A.12		<p>Operate towing gear</p> <p>DE: Have the mariner describe every component of the towing gear and its step-by-step operation. Have the mariner demonstrate the safe and proper use of this equipment in connecting and letting go.</p>		
NCO-A.13		<p>Inspect towing gear</p> <p>DE: Have the mariner inspect the towing gear on the vessel and tow and document the inspection according to 33 CFR 164.74.</p>		
NCO-A.14		<p>Describe the procedures for maintaining the towing gear</p> <p>DE: Have the mariner describe the procedures for preventative maintenance, repair and replacement of every component of the towing gear used aboard the vessel and tow.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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B. Navigation and Piloting				
CE-B.1	✓	Describe the effects of tide or current on vessel's position		
CE-B.2	✓	Allow for draft and clearances in navigation of vessel DE: Have the mariner identify draft and calculate vertical clearance for a given overhead obstruction using required charts and publications. Have the mariner determine as accurately as possible underkeel clearance based on draft and information from all available sources (such as charts, maps, Notice to Mariners, local knowledge, etc.).		
CE-B.3	✓	Conduct pre-voyage tests and inspections DE: Have the mariner conduct pre-voyage tests and inspections according to 33 CFR 164.80 and company guidelines.		
CE-B.4	✓	Describe and comply with VTS reporting requirements DE: Have the mariner locate information on VTS systems using publications and charts aboard the vessel and describe the use and function of VTS systems. Observe the mariner's use of VTS systems during vessel operations, if applicable. [33 CFR 161; 33 CFR 163]		
CE-B.5	✓	Communicate using VHF radio DE: Have the mariner conduct VHF communications in the course of vessel operations. Have the mariner demonstrate the operation of the radios and describe the use, etiquette, and monitoring of the required channels for the vessel's area of operation.		
CE-B.6	✓	Provide radio/whistle notice of getting underway DE: Prior to getting underway, have the mariner make a security call and any other required radio calls to traffic or VTS, as well as any whistle signals required by the Rules of the Road.		
CE-B.7	✓	Make security calls DE: For a prescribed route, have the mariner describe situations in which security calls are needed and make required security calls.		
CE-B.8	✓	Initiate appropriate actions in reduced visibility DE: Have the mariner explain the regulatory requirements and company practices for operating in reduced visibility. Have the mariner demonstrate the actions necessary to ensure the safe operation of the vessel (e.g., light and sound signals, speed, notifications, lookouts, traffic, anchoring or stopping).		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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NCO-B.9		<p>Identify and maintain required charts and publications</p> <p>DE: Have the mariner identify and maintain charts or maps and publications in accordance with 33 CFR 164.72, extract relevant information from publications, and make corrective changes to required charts or maps to incorporate the latest information on the area of operation.</p>		
NCO-B.10		<p>Use required charts and publications</p> <p>DE: Have the mariner extract and apply during a voyage relevant information from various sources such as tide and tidal current tables, Light List, U.S. Coast Pilot, charts and Notices to Mariners and/or Local Notice to Mariners (LNM), and Army Corps of Engineer Navigation Bulletins (as applicable).</p>		
NCO-B.11		<p>Determine vessel's position on chart</p> <p>DE: Have the mariner accurately plot the vessel's position on a chart using the vessel's electronic position indicating equipment.</p>		
NCO-B.12		<p>Voyage Plan per 33 CFR 164.80</p> <p>DE: Have the mariner plan the route for a given voyage, taking into account required publications, prevailing conditions, bar crossings, and vessel and tow characteristics.</p>		
NCO-B.13		<p>Incorporate information on forecast weather and sea conditions in route planning</p> <p>DE: Have the mariner acquire weather, sea, and current condition forecasts for the planned route using all available resources.</p>		
NCO-B.14		<p>Maintain track by plotting with electronic aids</p> <p>DE: Observe the corrections the mariner applies while underway to maintain the designated route using available electronic aids. Have the mariner calculate set and drift and apply the appropriate course changes.</p>		
NCO-B.15		<p>Maintain a heading using magnetic compass and gyro, if equipped</p> <p>DE: Using a magnetic compass, have the mariner maintain a prescribed heading within +/- 5 degrees, with minimum rudder corrections, for at least 1 mile. Have the mariner do the same using a gyrocompass if the vessel is so equipped.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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C. Watchstanding				
CE-C.1	✓	<p>Operate and use all electronic navigation equipment in pilothouse</p> <p>DE: Have the mariner give a brief description of the use and operation of all electronic navigation equipment installed aboard the vessel and demonstrate how to use the equipment.</p>		
CE-C.2	✓	<p>Use a compass or swing meter (as applicable)</p> <p>DE: For the compass, give the mariner a true course to steer. Have the mariner apply variation and deviation to find the magnetic course to steer.</p> <p>For the swing meter, specify a section of river and have the mariner maintain the sailing line for 2 miles.</p>		
CE-C.3	✓	<p>Make appropriate entries in vessel's log</p> <p>DE: Have the mariner describe and make log entries required by regulation and company policies.</p>		
CE-C.4	✓	<p>Maintain proper lookout</p> <p>DE: Observe the mariner while on watch to ensure that he/she maintains high situational awareness by staying focused, avoiding distractions, and effectively using all available resources (which may include an additional person given the conditions) to maintain a vigilant lookout.</p>		
CE-C.5	✓	<p>Communicate navigation and vessel status information to the relieving watch officer</p> <p>DE: Have the mariner conduct a change of watch and communicate specific information relevant to vessel position, equipment readiness, weather, traffic, tow changes, navigational hazards, river or sea conditions, and crew readiness.</p>		
NCO-C.6		<p>Follow standing orders and/or Master's instructions on watch</p> <p>DE: Have the mariner describe the process for the transfer of information through the use of standing orders or Master's instructions (written or verbal). Observe the information exchange and ensure that the mariner applies standing orders or Master's instructions during the navigation watch.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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NCO-C.7		<p>Monitor traffic using visual, audio, and electronic aids (e.g., binoculars, VHF, sound signals, and radar)</p> <p>DE: Have the mariner describe the available means of detecting, tracking and monitoring traffic in the vicinity of the vessel and tow. While standing a navigational watch, ensure that the mariner uses the described methods and takes appropriate actions to ensure the safe navigation of the vessel and tow.</p>		
NCO-C.8		<p>Monitor movement, ride and stability of tug</p> <p>DE: Have the mariner describe the factors that affect the ride and stability of the tug, taking into account trim, heel, towline length, wind, sea conditions, and familiarity with vessels stability letter. Observe the mariner's responses to these conditions to ensure safe navigation of the tug.</p>		
NCO-C.9		<p>Monitor movement, ride and stability of the tow</p> <p>DE: Have the mariner describe the factors that affect the ride and stability of the tow, taking into account wind and sea conditions, load condition, and pitch, heel or yaw. Observe the mariner's responses to these conditions to ensure safe navigation of the tow.</p>		
NCO-C.10		<p>Monitor status of the towing gear, including catenary</p> <p>DE: Have the mariner describe catenary and how it affects vessel operations in relation to water depth, weather conditions, proximity to hazards, and handling characteristics. Observe the mariner's response to these conditions to ensure safe navigation of the vessel and tow.</p>		
NCO-C.11		<p>Monitor status of the towing gear, including chafing of tow wire or hawser</p> <p>DE: Have the mariner describe the methods to protect the tow wire/hawser from chafing. While underway, ensure that the mariner takes appropriate actions to minimize chafing.</p>		
NCO-C.12		<p>Monitor status of the towing gear, including pushing gear</p> <p>DE: Have the mariner describe the pushing gear and how it is deployed. During operations, have the mariner deploy, retrieve, monitor and inspect the pushing gear.</p>		
NCO-C.13		<p>Take appropriate action in response to changing weather and sea conditions</p> <p>DE: Have the mariner describe the actions to be taken in changing weather and sea conditions. While underway, ensure that the mariner makes the necessary adjustments to the vessel's course, speed, and tow wire/hawser to ensure the safe operation of the vessel and tow.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
NCO-C.14		<p>Standing a Navigational Watch</p> <p>DE: Have the mariner demonstrate standing a navigation watch per the regulatory requirements of 33 CFR 164.78.</p>		
<p>D. MANEUVERING</p> <p>DE: Assessment of the maneuvering tasks listed below should be conducted under prevailing circumstances and conditions. The DE should have the mariner conduct some of the tasks at night to verify that the mariner can safely operate a towing vessel in both daytime and nighttime conditions.</p> <p>In order to receive credit for satisfactory completion of a maneuvering task, the mariner must: 1) meet the guidance specified below for that task; 2) perform the maneuver in accordance with the applicable Rules of the Road; and 3) ensure that the maneuver creates no negative effect on the vessel, the tow, the cargo, the environment, adjacent structures or other vessels. The DE will not give credit for a maneuver that does not meet these three criteria.</p>				
CE-D.1	✓	<p>Maneuver light boat - maneuvering ahead</p> <p>DE: Have the mariner demonstrate the ability to safely maneuver the vessel while operating on a prescribed route, at a designated speed, between two points.</p>		
CE-D.2	✓	<p>Maneuver light boat - maneuvering astern</p> <p>DE: Have the mariner demonstrate the ability to safely maneuver the vessel astern for a prescribed distance or time sufficient to demonstrate his/her ability to maintain control of the vessel.</p>		
CE-D.3	✓	<p>Maneuver light boat - reverse heading or direction</p> <p>DE: Have the mariner demonstrate the ability to safely slow the vessel to a safe speed, reverse direction within two boat lengths, and establish a reciprocal heading or direction.</p>		
CE-D.4	✓	<p>Maneuver light boat - maneuvering with and against the current</p> <p>DE: Have the mariner demonstrate the ability to safely maneuver the vessel around a designated point with and against the current. Have the mariner point out the actions he/she is taking to account for the effects of current on the vessel.</p>		
CE-D.5	✓	<p>Maneuver light boat - landing</p> <p>DE: Have the mariner demonstrate the ability to land safely on a vessel and dock, both with and against the current. Ensure that the mariner maintains a safe speed with no headway or excess momentum at the moment of contact.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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CE-D.6	✓	<p>Maneuver tow in high wind</p> <p>DE: Have the mariner describe the effects of a crosswind on the vessel and tow and explain how to compensate for these effects in maneuvering the vessel. Have the mariner maintain a steady course and speed for at least 1 mile with a tow, in a crosswind of sufficient strength to affect the safe operation of the vessel.</p>		
CE-D.7	✓	<p>Make tow</p>		
CE-D.8	✓	<p>Break tow</p>		
NCO-D.9		<p>Dock and undock light boat</p>		
NCO-D.10		<p>Dock and sail the tow as directed by the Master</p> <p>DE: Have the mariner describe his/her responsibilities for docking and undocking the vessel and tow according to the Master's orders and/or company policy. Observe the mariner carrying out these duties during docking and undocking maneuvers per the Master's orders.</p>		
NCO-D.11		<p>Maneuver a tow underway – in port</p> <p>DE: Have the mariner describe the operation of the vessel and tow while operating in confined waters. Observe the mariner safely operating and maneuvering the vessel and tow while towing astern, towing alongside, and pushing ahead (as applicable), taking into account prevailing conditions such as air and water draft limitations, traffic, VTS, weather, restricted visibility, and darkness.</p>		
NCO-D.12		<p>Maneuver a tow underway – at sea</p> <p>DE: Have the mariner describe the operation of the vessel and tow at sea while pushing ahead and towing astern (as applicable). Observe the mariner safely operating and maneuvering the vessel and tow, taking into account prevailing conditions such as changing weather and sea conditions, traffic, restricted visibility, draft limitations, and tow wire/hawser length.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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NCO-D.13		<p>Maneuver a tow underway – entering/exiting port</p> <p>DE: Have the mariner explain the critical operational procedures required for entering and exiting port while towing, especially those necessary in difficult weather conditions. Have the mariner explain how speed, tow wire length, wind, tide, current, and sea conditions affect the transit. This explanation should include consideration of whether additional manpower is needed (e.g., to man the winch brake) and how underkeel clearance estimates in prevailing conditions might restrict the transit. Observe the mariner safely entering and exiting port taking into account these elements.</p>		
NCO-D.14		<p>Transition to/ from towing, pushing, and alongside modes</p> <p>DE: Have the mariner describe the procedure for transitioning from one towing mode to another. Have the mariner carry out his/her responsibilities while transitioning from towing astern to towing alongside or pushing ahead, and from towing alongside or pushing ahead to towing astern.</p>		
NCO-D.15		<p>Anchor the tow (if applicable)</p> <p>DE: Have the mariner describe the procedures for anchoring the vessel and tow, taking into account prevailing conditions such as water depth, type of bottom, bottom contours, speed of current, tides, type of anchoring equipment, condition of tow (light or loaded), and scope of chain or wire. Have the mariner safely anchor the vessel per the Master's orders.</p>		
NCO-D.16		<p>Maneuver through bridge</p> <p>DE: Have the mariner maneuver a tow through a bridge or series of bridges, ensuring that enough time is given for proper alignment and taking into consideration horizontal and vertical clearance and the effects of current on the tow.</p>		
E. RULES OF THE ROAD				
CE-E.1	✓	<p>Meeting while towing</p> <p>DE: Have the mariner explain the Rules of the Road for a meeting situation, including pertinent sound and light signals and radio communications. In an actual meeting situation, confirm that the mariner has complied with the Rules of the Road in a timely manner, taking into account prevailing circumstances and conditions.</p>		

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 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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CE-E.2	✓	<p>Crossing while towing</p> <p>DE: Have the mariner explain the Rules of the Road for a crossing situation, including pertinent sound and light signals and voice communications. In an actual crossing situation, confirm that the mariner has complied with the Rules of the Road in a timely manner, taking into account prevailing circumstances and conditions.</p>		
CE-E.3	✓	<p>Overtaking another vessel while towing</p> <p>DE: Have the mariner explain the Rules of the Road for an overtaking situation, including pertinent sound and light signals and radio communications. In an actual overtaking situation, confirm that the mariner has complied with the Rules of the Road in a timely manner, taking into account prevailing circumstances and conditions.</p>		
CE-E.4	✓	<p>Being stand-on vessel</p> <p>DE: Have the mariner explain the responsibility of being a stand-on vessel in a crossing or overtaking situation. Observe the mariner's ability to operate the vessel so as not to hinder or confuse the operation of the give-way vessel.</p>		
CE-E.5	✓	<p>Being give-way vessel</p> <p>DE: Have the mariner explain the responsibility of being a give-way vessel in a crossing or overtaking situation. Observe the mariner's ability to operate the vessels so as not to hinder or confuse the operation of the stand-on vessel.</p>		
CE-E.6	✓	<p>Operating in restricted visibility</p> <p>DE: Have the mariner describe the Rules of the Road as they apply to operating in restricted visibility. This description should include the proper use of lights, sound signals, speed, lookouts, and radar.</p>		
CE-E.7	✓	<p>Properly lighting towing vessel and tow for different towing modes</p> <p>DE: Have the mariner describe the Rules of the Road for lighting in different modes of towing (towing while pushing ahead, towing astern, and towing alongside), as applicable to the vessel's operation. Have the mariner set the running lights for the towing configuration being observed.</p>		
CE-E.8	✓	<p>Provide proper sound and light signals</p> <p>DE: Have the mariner describe the Rules of the Road as they apply to sound and light signals for danger, blind bends, and operating astern propulsion.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

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NCO-E.9		<p>Recognize and use lights and shapes</p> <p>DE: Have the mariner describe the proper lights and shapes for the types of vessels and scenarios likely to be encountered while underway. In the course of a navigation watch, have the mariner distinguish the lights and shapes of vessels encountered and take appropriate action.</p>		
NCO-E.10		<p>Transition from International (COLREGS) to Inland Rules of the Road (and vice versa)</p> <p>DE: Have the mariner explain the differences between International and Inland Rules with respect to lights and sound signals. Ensure that the mariner makes the necessary changes when crossing the Line of Demarcation.</p>		
F. Safety and Emergency Response				
CE-F.1	✓	<p>Describe procedures to be followed in response to steering failure</p> <p>DE: Have the mariner describe the actions to be taken in the event of a steering failure. The actions should follow regulatory requirements for casualty reporting, company policies or practices, captain's standing orders, and/or the mariner's training and experience. Have the mariner demonstrate these actions during a simulated steering failure.</p>		
CE-F.2	✓	<p>Describe procedures to be followed in response to loss of electrical power</p> <p>DE: Have the mariner describe the actions to be taken in the event of the loss of electrical power. The actions should follow regulatory requirements for casualty reporting, company policies or practices, and/or the mariner's training and experience. Have the mariner demonstrate these actions during a simulated loss of electrical power.</p>		
CE-F.3	✓	<p>Describe procedures to be followed in response to loss of propulsion</p> <p>DE: Have the mariner describe the actions to be taken in the event of the loss of propulsion. The actions should follow regulatory requirements for casualty reporting, company policies or practices, and/or the mariner's training and experience. Have the mariner demonstrate these actions during a simulated loss of propulsion.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-F.4	✓	<p>Describe procedures to be followed in response to collision/allision</p> <p>DE: Have the mariner describe action that could be taken to mitigate a collision or allision in the following situations: meeting, crossing, overtaking, bridge strikes, and dock strikes. The actions taken should be consistent with the vessel's operating characteristics, regulatory requirements for casualty reporting and applicable Rules of the Road, and company policies or practices.</p>		
CE-F.5	✓	<p>Describe procedures to be followed in response to grounding</p> <p>DE: Have the mariner describe the actions to be taken in the event of a grounding. The actions should follow regulatory requirements for casualty reporting, company policies or practices, and/or standing orders. Have the mariner demonstrate these actions during a simulated grounding.</p>		
CE-F.6	✓	<p>Describe procedures to be followed in response to personnel injury</p> <p>DE: Have the mariner describe the actions to be taken in the event of a personnel injury. The actions should follow company policies or practices, standing orders, and regulatory requirements for casualty reporting. Have the mariner demonstrate these actions during a simulated personnel injury.</p>		
CE-F.7	✓	<p>Describe procedures to be followed in response to oil or hazardous substance spill</p> <p>DE: Have the mariner locate the vessel response plan or company procedures for response to an oil or hazardous substance spill. Have the mariner describe the regulatory requirements and company polices for reporting a spill and his/her responsibilities under the plan.</p>		
CE-F.8	✓	<p>Describe procedures to be followed in response to man overboard</p> <p>DE: Have the mariner describe the actions to be taken in the event of a man overboard situation. The actions should follow company policies or practices, and/or standing orders. Have the mariner demonstrate these actions during a simulated man overboard situation.</p>		
CE-F.9	✓	<p>Conduct fire drill and instruction per 46 CFR 27.209</p> <p>DE: Have the mariner describe the actions to be taken in the event of a fire. The actions should follow company policies or practices, standing orders, and regulatory requirements for casualty reporting. Have the mariner conduct a fire drill and provide instruction per 46 CFR 27.209.</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-F.10	✓	<p>Describe procedures for abandoning ship</p> <p>DE: Have the mariner describe vessel procedures for abandoning ship. Have the mariner demonstrate these actions in a simulated scenario (e.g., flooding/sinking, fire, etc.).</p>		
CE-F.11	✓	<p>Describe procedures for use of general alarm</p> <p>DE: Have the mariner locate the general alarm and describe procedures for use and testing of the general alarm per 46 CFR 27.205.</p>		
CE-F.12	✓	<p>Describe procedures for use of all onboard safety equipment</p> <p>DE: Have the mariner draw a diagram locating all safety equipment aboard the vessel (e.g., personal protective equipment, first-aid or trauma kits, etc.) or conduct a tour indicating its location. Have the mariner briefly describe this equipment and its proper use.</p>		
NCO-F.13		<p>Tripping/Girding</p> <p>DE: Have the mariner describe the condition of tripping/girding and the actions to be taken to avoid or respond to such a situation. The mariner should give a thorough explanation of the dynamics involved, especially in adverse weather conditions. The mariner should describe the different handling characteristics of a loaded tow vs. light tow, the effect of trim, and how tow wire length affects control. In the case of tripping/girding at sea, the mariner should explain how direction and speed could alleviate the situation.</p>		
NCO-F.14		<p>Conduct barge retrieval drill per 33 CFR 155.230 (b)(2)(iv) (if applicable)</p> <p>DE: Have the mariner describe the actions to be taken in the event of a barge adrift. The actions should follow regulatory requirements for casualty reporting, company policies or practices, captain's standing orders, and/or the mariner's training and experience. Have the mariner demonstrate these actions during a simulated barge adrift situation.</p>		
NCO-F.15		<p>Conduct actual anchoring or drill per 33 CFR 155.230 (b)(1)(iii) (if applicable)</p>		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
G. Environmental Protection				
CE-G.1	✓	Garbage DE: Have the mariner describe the regulatory requirements for disposal of garbage in the vessel's area of operation.		
CE-G.2	✓	Sewage/Marine Sanitation Device (MSD) DE: Have the mariner identify the type of marine sanitation device on board the vessel and describe its proper operation to ensure compliance with regulatory requirements.		
CE-G.3	✓	Bilge slops DE: Have the mariner describe the regulatory requirements and company policies or practices for disposal of oily bilges and documentation of such disposal.		
CE-G.4	✓	Regulated waste DE: Have the mariner describe vessel procedures/practices for disposal of oily waste, used oil filters, and paint.		
CE-G.5	✓	Discharges Incidental to Normal Operations – NPDES DE: Have the mariner describe vessel procedures/practices to minimize discharges incidental to normal operations.		

 Mariner Name

 Mariner Reference No.

Towing Officer Assessment Record (Near Coastal/Oceans)

TOWING VESSEL SERVICE RECORD

Note your service on towing vessels in the space provided below. This is for information only. When applying for your towing vessel license or endorsement, it will still be necessary to provide company service letters or other acceptable documentation of your service.

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Mariner Name _____ Reference No. _____

Towing Officer Assessment Record (Near Coastal/Oceans)

TOWING VESSEL SERVICE RECORD

Vessel _____ Official No. _____

From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

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From (Date) _____ To (Date) _____ Gross Tons _____ Horsepower _____

Mariner Name _____ Reference No. _____