

USCG COTP Sector Delaware Bay  
PORT HURRICANE CONTINGENCY PLAN

*APPENDIX 3 TO SECTION 1200*

Storm Preparedness Planning for Oceangoing Vessels  
"REMAINING IN PORT CHECKLIST"

**USCG COTP Sector Delaware Bay**  
**PORT HURRICANE CONTINGENCY PLAN**

**APPENDIX 3 TO SECTION 1200**

**Storm Preparedness Planning for Oceangoing Vessels**  
**"REMAINING IN PORT CHECKLIST"**

The person in charge of the vessel must submit in writing a mooring plan for review by the Captain of the Port (COTP).

Vessels remaining in port must have their decks clear of missile hazards, potential pollution hazards, and flammable materials. All persons in charge must ensure that hatches are secured for heavy weather. The following information must be included in the mooring plan submission.

Vessel information

1. Name, call sign, and official number of vessel.
2. Nationality of the vessel.
3. Name of the master.
4. Name, address, and phone number of the agent, charterer or operator, and owner.
5. Reason why the vessel is not leaving port.
6. Provide full vessel characteristics that would be needed to effect salvage.
7. Provide a full stowage plan and manifest to determine particular cargo and pollution hazards.
8. Provide 24 hour contact and information on qualified individuals who have been empowered in writing by the owners to make on-site decisions and authorize expenditures for any required pollution response or salvage.
9. Provide full insurance disclosure to the Captain of the Port, and if moored to a facility, to the facility.
10. Vessel particulars as applicable (length, breadth, draft, air draft, gross tonnage, hull type, horsepower, single or twin screw).
11. Number of personnel to remain on the vessel and their qualifications.
12. Amount of ballast the vessel may hold.
13. Amount of bunkers, lube oil, and diesel oil on board.
14. Estimated draft with the vessel in ballast.
15. Name of berth and location.
16. Depth of water in the vessel's berth at mean low water.
17. Availability of vessel's main propulsion.
18. Describe how the vessel will be secured to the berth. Submit a diagram showing the mooring arrangements with the size, length and lead of mooring lines or wire.
19. Operational status of machinery on board (i.e., engines, generators, fire fighting pumps, bilge pumps, anchors and number of anchors, and mooring machinery, etc).
20. Any unusual conditions affecting the vessel's seaworthiness.

USCG COTP Sector Delaware Bay  
PORT HURRICANE CONTINGENCY PLAN

***APPENDIX 3 TO SECTION 1200***

Storm Preparedness Planning for Oceangoing Barges with Tugs  
**"REMAINING IN PORT CHECKLIST"**

**USCG COTP Sector Delaware Bay**  
**PORT HURRICANE CONTINGENCY PLAN**

**APPENDIX 3 TO SECTION 1200**

**Storm Preparedness Planning for Oceangoing Barges with Tugs**  
**"REMAINING IN PORT CHECKLIST"**

The person in charge of the barge and assist tug(s) must submit in writing a mooring plan for review by the Captain of the Port (COTP).

Tugs and barges remaining in port must have their decks clear of missile hazards, potential pollution hazards, and flammable materials. All persons in charge must ensure that hatches are secured for heavy weather. The following information must be included in the mooring plan submission.

Vessel information

1. Name, call sign, and official number of tug and barge(s).
2. Nationality of the tug and barge(s).
3. Name of the master of the tug.
4. Name, address, and phone number of the owner/operator, charterer, and/or agent.
5. Reason why the tug and barge are remaining in port.
6. Provide full barge and tug characteristics that would be needed to effect salvage.
7. Provide a full stowage plan and manifest to determine particular cargo and pollution hazards.
8. Provide 24 hour contact and information on qualified individuals who have been empowered in writing by the owners to make on-site decisions and authorize expenditures for any required pollution response or salvage.
9. Provide full insurance disclosure to the Captain of the Port, and if moored to a facility, to the facility.
10. Tug and barge(s) particulars as applicable (length, breadth, draft, air draft, gross tonnage, hull type, horsepower, single or twin screw).
11. Ballast capabilities.
12. Will the tug be tending the barge(s) while in port?
13. Number and rating of personnel to remain on tug and barge(s).
14. Amount of lube oil and diesel oil on board the tug and barge(s).
15. Name of berth and location.
16. Describe how the vessel will be secured to the berth. Submit a diagram showing the mooring arrangements with the size, length and lead of mooring lines or wire.
17. Operational status of machinery on board the tug and barge(s) (i.e., engines, generators, fire fighting pumps, bilge pumps, anchors and number of anchors, and mooring machinery, etc).
18. Any unusual conditions affecting the tug's or barge(s)' seaworthiness.