



NMA REPORT #R-234, Rev. 3

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Asserting our right "...to petition the Government for redress of grievances."

Amendment 1, U.S. Constitution, Dec. 15, 1791

TOWING VESSEL OFFICIAL LOGBOOK

[Publication History: This report was originally published on Feb. 16, 2000. Revision #1 was published on June 8, 2006. Our Association first petitioned the Coast Guard for the rulemaking that appeared in the Coast Guard Authorization Act of 2010. We found the Coast Guard did not have the authority to initiate a rulemaking project in this area. Consequently, our Association then approached Congress directly. For further information, refer to Coast Guard Docket #USCG-2002-12581. The changes listed in 46 U.S. Code §11304 reflect the changes our Association requested.]

[Publication Availability: The Towing Vessel Official Logbook described herein is available from Marine Education Textbooks, 124 N. Van Ave., Houma, LA 70363 as Stock #BK-133. To order call (985) 879-3866, Fax (985) 879-3911 or go to the MarineEducationTextbooks.com website. Vessels other than towing vessels use the Regulation Logbook, MET Stock #BK-127. Also available from MET: Garbage Record Book, MET Stock #BJK-0326-1; Marine Radiotelephone Logbook, MET Stock #BK-128, and Vessel Security Logbook, MET Stock #496. All logbooks contain the pertinent government regulations.]

The Coast Guard Authorization Act of 2010 made important statutory changes in the method mariners on inspected vessels (including towing vessels) are expected to keep an "Official Logbook" on their vessel.

In the Past...

Coast Guard regulations did not specify the type of logbook an "uninspected" towing vessel must keep. There was no "approved" Coast Guard form or format. Selecting a logbook was generally left up to the boat owner or, for vessels on a long-term charter, to the charterer.

Towing vessels on an international voyage are still required to keep a government issued publication called an Official Logbook. Although this book is available free of charge from the Coast Guard (as CG-Form 706B Revised April 2003), the vessel's Master must surrender this logbook to the Officer-in-Charge, Marine Inspection (OCMI) at the end of each international voyage.

In light of the new towing vessel officer licensing and manning regulations, we suggest that each mariner also maintain his/her own personal records, as these will be required for license renewal.

One of the favorite types of logbooks used on towing vessels in the past was a "Diary." This stationery-store item was a hard-bound book of lined, blank pages with only the date printed at the top of the page. The shortcomings of using a diary are that the book contains no guidance as to the many types of entries that officers are required to make in the logbook from time to time. Statutes and regulations now require that certain specific information be recorded in the vessel's logbook. Although you can record this information in a diary or on a computer, you may find it hard to recall exactly what information you are expected to record.

Existing Official Logbook Entry Requirements

[NMA Comment: 46 U.S. Code §11301 (below) reflect traditional "deep sea" requirements for vessels on international or inter-coastal voyages that appear in government-issued "Official Logbooks." Be sure to record any of these entries in your logbook when applicable.]

46 U.S. Code §11301. Logbook and Entry Requirements

- (a) **Except** a vessel on a voyage from a port in the United States to a port in Canada, a vessel of the United States shall have an official logbook if the vessel is –
- (1) on a voyage from a port in the United States to a foreign port; or
 - (2) of at least 100 gross tons as measured under section 14502 of this title, or an alternate tonnage measured under section 14302 of this title as prescribed by the Secretary under section 14104 of this title and is on a voyage between a port of the United States on the Atlantic Ocean and on the Pacific Ocean.⁽¹⁾ [⁽¹⁾ i.e., an "intercoastal" voyage.]

(b) The master of the vessel shall make or have made in the official logbook the following entries:

[NMA Comment: We emphasize events that might occur on towing vessels.]

- (1) each legal conviction of a seaman of the vessel and the punishment inflicted.
- (2) each offense committed by a seaman of the vessel for which it is intended to prosecute or to enforce under a forfeiture, together with statements about reading the entry and the reply made to the charge as required by section 11502 of this title.
- (3) each offense for which punishment is inflicted on board and the punishment inflicted.
- (4) a statement of the conduct, character, and qualifications of each seaman of the vessel or a statement that the master declines to give an opinion about that conduct, character, and qualifications.
- (5) each illness of or injury to a seaman of the vessel, the nature of the illness or injury, and the medical treatment.
- (6) each death on board, with the cause of death, and if a seaman, the information required by section 10702 of this title.
- (7) each birth on board, with the sex of the infant and name of the parents.
- (8) each marriage on board, with the names and ages of the parties.
- (9) the name of each seaman who ceases to be a crewmember (except by death), with the place, time, manner, and the cause why the seaman ceased to be a crewmember.
- (10) the wages due to a seaman who dies during the voyage and the gross amount of all deductions to be made from the wages.
- (11) the sale of the property of a seaman who dies during the voyage, including a statement of each article sold and the amount received for the property.
- (12) when a marine casualty occurs, a statement about the casualty and the circumstances under which it occurred, made immediately after the casualty when practicable to do so.

[NMA Comment: If any of the foregoing events occur, use the back of the logbook page, cite the statute and item # in your entry.]

New Logbook Entry Requirements

46 U.S. Code §11304. Additional Logbook and Entry Requirements

- (a) A vessel of the United States that is subject to inspection under section 3301 of this title, except a vessel on a voyage from a port in the United States to a port in Canada, shall have an official logbook, which shall be kept available for review by the Secretary on request.
- (b) The log book required by subsection (a) shall include the following entries:
 - (1) The time when each seaman and each officer assumed or relieved the watch.

[NMA Comment: Sign in when you go on watch and sign off at watch change. Most officers are limited by statute and regulation to 12 hours on watch.]

- (2) The number of hours in service to the vessels of each seaman and each officer.
- (3) An account of each accident, illness, and injury that occurs during each watch.

[NMA Comment: Widespread failures to report personal injuries are a serious shortcoming our Association pointed out to Congress. These new logbook requirements apply to every inspected vessel – including towing vessels – to each officer, and each crewmember. The number of hours “on watch” and the “number of hours in service to the vessel” are not necessarily the same. The latter term corresponds to the Coast Guard’s definition of “work” in the Coast Guard policy letter G-MOC - 04-00 as cited in NMA Report #R-370, Rev. 3.]

46 U.S. Code §11302. Manner of Making Entries

Each entry made in the official logbook –

- (1) shall be made as soon as possible after the occurrence;
- (2) if not made on the day of the occurrence, shall be dated and state the date of the occurrence;

- (3) if the entry is about an occurrence happening before the vessel's arrival at the final port of discharge, shall be made not later than 24 hours after the arrival;
- (4) shall be signed by the Master; and
- (5) shall be signed by the Chief Mate or another seaman.

[NMA Comment: We recommend that all entries be made no later than at the end of each watch to keep them in the correct chronological order.]

46 U.S. Code §11303. Penalties

- (a) A master failing to maintain an official logbook as required by this part is liable to the United States Government for a civil penalty of \$200.
- (b) *A master failing to make an entry in the vessel's official logbook as required by this part is liable to the Government for a civil penalty of \$200.*
- (c) A person is liable to the Government for a civil penalty of \$150 when the person makes, procures to be made, or assists in making, an entry in the vessel's official logbook—
 - (1) later than 24 hours after the vessel's arrival at the final port of discharge; and
 - (2) that is about an occurrence that happened before that arrival.

[NMA Comment: This book is a “rough log” and serves as your vessel’s “Official Logbook” when you are on any domestic voyage. This logbook belongs to the owner of the vessel although it must remain available for the Secretary of Homeland Security (i.e., the Coast Guard) to examine on request.]

A Description of the Logbook

This logbook is the recently updated version of a book by Marine Education Textbooks, 124 North Van Ave., Houma, LA 70363. Telephone: 985-879-3866 . It contains:

- 1. A Vessel Information Page that encourages you to collect important information about your boat for rapid reference.
- 2. A Vessel Equipment Maintenance Data Page on each major item of installed equipment including model and serial number and vendor.
- 3. Background Information for maintaining a logbook.
- 4. Navigation Safety Equipment Regulations from 33 CFR Part 164.
- 5. Selected sections from 33 CFR Part 165 for use in the First Coast Guard District.
- 6. Regulations in 46 CFR Part 4 in regard to reporting accidents and injuries.
- 7. Fire Protection Regulations for Towing Vessels from 46 CFR Part 27
- 8. A list of required logbook entries in addition to those mentioned above.
- 9. A list of optional logbook entries.
- 10. A specimen Tow Diagram.
- 11. Other legal requirements (e.g , a source of information normally available on line).
- 12. An initial Towing Hawser Report.
- 13. A final Towing Hawser Report.
- 14. A log of all Training, Drills and Safety Orientations.
- 15. 120-day coverage of Daily Checklists (Check as to its use as 1) Pre-Arrival, 2) Pre-Sailing, or 3) a Daily Checklist.
- 16. 120-day coverage of log information, explanations and descriptions with Master's daily sign-off.

PRE-ARRIVAL PRE-SAILING OR DAILY CHECK LIST

Time Period: 0001 to 2400 _____ Day _____ Date _____ Trip# _____

Trip Data: Departed From: _____ Enroute to: _____

A. Crew Position	Name	Hours on Duty (From/To)	Hours Total
1. Master			
2. Mate (Pilot)			
3. Engineer			
4.			
5.			

List other crewmembers on the back of this page. (A6, A7, A8, etc.)

Instructions: Each check mark shows that an inspection was performed in accordance with the Coast Guard Regulations cited. [Abbreviations: OK = Satisfactory; N/R = Needs Repair; N/A = Not Applicable; does not apply.]

B. Steering System

- | | | | | | |
|--|-----------------------------|------------------------------|---------------------------------------|-----------------------------|------------------------------|
| 1. Steering System—Main pump | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 4. Towing wire has no wire clips | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 2. Steering system—Alternate Pump | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 5. Terminal gear | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 3. Steering angle, maximum to port | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 6. Chafing gear | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 4. Steering angle, maximum to starboard | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 7. Shock line | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 5. Flanking rudders <input type="checkbox"/> N/A | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 8. Towing bridles and shackles | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 6. All steering stations work | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 9. Towing wire winches and capstan(s) | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 7. Steering system linkage | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | 10. Towing wire braked | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| <input type="checkbox"/> N/R | | | 11. Towing hardware used | <input type="checkbox"/> OK | <input type="checkbox"/> N/R |
| 8. Rudder angle indicator is accurate <input type="checkbox"/> N/A | <input type="checkbox"/> OK | <input type="checkbox"/> N/R | | | |

C. Navigational Equipment Status:

- Radar #1 (Identify: _____) OK N/R
 - Radar #2 (Identify: _____) OK N/R
[What time did radar stop working? _____]
 - Port searchlight #1 works OK N/R
 - Starboard searchlight #2 works OK N/R
 - VHF-FM Radio #1 (Identify: _____) OK N/R
 - VHF-FM Radio #2 (Identify: _____) OK N/R
 - Magnetic compass OK N/R
 - Deviation accurate OK N/R
 - Swing indicator (Illuminated) OK N/R
 - Depth sounder works OK N/R
 - Autonomous Position System N/A OK N/R
 - Loran C receiver works N/A OK N/R
 - Intercom and PA system N/A OK N/R
 - General alarm system N/A OK N/R
 - Navigation lights work OK N/R
 - Whistle OK N/R
 - Fire alarm bell OK N/R
- [Report all navigational equipment that fails in service.]

D. Charts and publications suitable for this voyage

- Charts/maps (up to date & large scale) OK Not Avail.
- Coast Guard Light List (LL) OK Not Avail.
- Local Notice to Mariners (LNM) OK Not Avail.
- Tide Tables N/A OK Not Avail.
- Tidal Current Tables N/A OK Not Avail.
- U.S. Coast Pilot N/A OK Not Avail.
- Navigation Rules [33 CFR 88.05] OK Not Avail.

E. Towline & terminal gear for towing astern

- Towline (Visual Inspection) N/A OK N/R
- Towline free of knots OK N/R
- Towing wire has a spliced or poured socket OK N/R

F. Terminal gear for towing alongside or pushing

- Face wires appropriate for power of vessel N/A OK N/R
- Face wires appropriate for arrangement N/A OK N/R
- Face wires/couplings serviceable N/A OK N/R
- Winch Condition OK N/R

G. Machinery Spaces

- Engineer room ready for sea or voyage OK N/R
- Check propulsion machinery OK N/R
- Check other machinery OK N/R
- Check all gauges OK N/R

H. Safety and Miscellaneous Items

- Enough fuel for voyage YES NO
- Check pre-sailing plan with crew YES NO
- Deck secured for sea or voyage YES NO
- Weather forecast checked YES NO
- Generator(s) operate satisfactorily YES N/R
- Watertight doors and hatches OK N/R
- Fuel shutoff valve operable YES N/R

I. Barge(s)

- Navigation lights work OK N/R
- Hatches secured OK N/R
- Load line N/A OK
- List and trim OK N/R
- Anchoring system operational N/A OK N/R
- Emergency pick-up line deployed N/A OK N/R
- Deck lines secured OK NO
- Towing bridles, pendant, and gear OK N/R
- Tow diagram and barge info available OK N/R



MARINE EDUCATION TEXTBOOKS, INC.
 124 NORTH VAN AVENUE
 HOUMA, LA 70363-5895

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Ship To (If different from "Bill To" address above.)		<p>* If you send a personal check your name, street address (No PO Box), area code, phone number and drivers license number must be printed on the check. If not, please make any corrections and add any missing information.</p>  <p>(Without this information your order cannot be processed.)</p>	
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DATE:	PO#		

Stock #	Description	QTY	Price	Amount

SHIPPING METHOD (CHECK ONE)

Normal Shipping & Handling: \$12.00 for the first item, +\$1.00 for each additional item.

UPS ground (Residential delivery + \$3.00) FEDEX ground

Media Mail

* Call for quote on Special Handling

UPS Next Day Air UPS 3-Day Select.

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