

**DEPARTMENT OF TRANSPORTATION
UNITED STATES COAST GUARD**

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NVC 7-82
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NAVIGATION AND VESSEL INSPECTION CIRCULAR NO. 7-82

Subj: Sample Format of Vessel or Facility Station Bill

1. **PURPOSE.** The purpose of this Circular is to revise and update the Coast Guard's specimen vessel station bills. It is also intended to provide information to vessel and facility owners, operators and Coast Guard Marine Safety Personnel concerning station bill requirements.
2. **BACKGROUND.** Titles 33 CFR 146.130 and 46 CFR 35.10-1, 78.13, 97.13, 109.501, 167.65-1 and 196.13 contain requirements for station bills. These bills are intended to provide both an effective plan for assigning vessel or facility personnel stations and duties to perform in the event of an emergency and a quick visual reference which a crewmember or passenger can look at to find Out where to go in the event of an emergency. Since no two classes of vessels or facilities are alike, station bills must be made for each vessel or facility. Therefore, there is no such thing as a master station bill for all vessel or facility types. The Coast Guard, in an effort to assist the master of a vessel in preparing a station bill, circulated forms CG-848 series (a) through (e) as specimen samples of vessel station bills. The CG-848 series, first printed in the late 1940's, has become outdated and inconsistent with the applicable regulations. In a study of "Shipboard Training and Maintenance for Merchant Vessel Survival Equipment," Report No. CG-M-1180, it was indicated that the station bills currently being used are deficient in several areas. These deficiencies have also been noted in other similar studies. The most common complaint against the current station bills is the lack of a well defined chain of command, particularly on oil platforms and Mobile Offshore Drilling Units. Other deficiencies mentioned are: the lack of designated first-aid personnel, the lack of designated personnel to launch the liferafts or survival capsules and no clear cut assignment of duties or provisions for backup personnel.
3. **DISCUSSION.** Upon reviewing CG-848, it was decided that instead of designing several new forms, it would be more advantageous to design a poster type station bill which could be adapted to different vessels or facilities. Enclosure (1) was selected and is a modification of a design presently utilized by a U.S. flag carrier. It should be pointed out that enclosure (1) is only a suggested format and is not intended to be used as the actual vessel station bill. The actual station bill which will be posted must be developed for each vessel. The format of enclosure (1) may be used as is, changed, or not used at all depending upon the needs of the vessel or facility as determined by the master or the person in charge. However, this format contains all the information required by U.S. regulations. It remains the responsibility of the master of each vessel and the person in charge of each facility to maintain and post an accurate and up to date station bill. The final posted station bill should be as simple as possible. It should also be easily readable in an emergency situation. Therefore, it is strongly recommended that the posted station bill should be at least poster size (approximately 24" X 30"). As a minimum, the posted station bill shall contain the -special duties and duty stations of each member of the crew for the various emergencies which may be encountered, assignment of space in the lifeboats, liferafts, or survival capsules, a set chain of command, emergency signals, and assignment of responsibility for maintaining lifesaving and

firefighting equipment. Due to the differences in the requirements for different vessel and facility types, masters and persons in charge must check the applicable regulations for specific requirements for each vessel or facility type. The information shown on enclosure (1) shows the required information for a typical vessel which may carry persons in addition to the crew. The sample vessel has a crew of 37 persons, the engine-room is located in the after portion of the vessel and it has two lifeboats.

4. ACTION.

- a. With the implementation of this NVC, Coast Guard forms CG-848 (a) through CG-848(e) are canceled. Existing forms may continue to be used.
- b. Owners, masters, and persons in charge of vessels and facilities that are required by regulation to post station bills are encouraged to prepare station bills utilizing the format in enclosure (1).
- c. All Coast Guard personnel should encourage vessel masters or persons in charge of facilities to follow this suggested format, which should ensure compliance with the applicable regulations.



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Cm: New Orleans (250); New York (200); Seattle (100); Houston (50); Terminal Is (LA-LB), Philadelphia (40) extra

Em: New London, Houma (30); Ludington (8) extra

En: Ketchikan, Kenai, Kodiak, Lake Charles (5) extra

End: (1) Sample Station Bill

