

## Completing the Coast Guard Uninspected Towing Vessel Examination Form 001 (6/11)

- Vessel Name:** Enter vessel name as listed on Certificate of Documentation (COD), state registration, or MISLE. (Note: for state registered vessels, use, as outlined in MISLE UTV Exam Guide, Vessel Information System (VIS) to access registration information.)
- VIN:** Enter Vessel Identification Number as listed in Certificate of Documentation (COD), state registration, or MISLE.
- MISLE #:** Enter MISLE Activity Number after opening an Activity.
- Hailing Port:** Enter hailing port as listed on Certificate of Documentation (COD) for documented or MISLE. For state registered, enter primary port of operation.
- Call Sign:** Enter vessel call sign as listed on vessel's FCC License. (Ensure validate accuracy in "Vessel Description Summary" ("Communications") in MISLE.)
- Year Built:** Enter year completed from Certificate of Documentation (COD) or state registration. (Note: for state registered vessel, use, as outlined in MISLE UTV Exam Guide, Vessel Information System (VIS) to access registration information.)
- Propulsion:** Check propulsion type (includes Mains & Drives) based on observation. If "other," specify type. (Ensure validate accuracy in "Vessel Description Summary" ("Propulsion Details") in MISLE.)
- Hull:** Check hull material type based on Certificate of Documentation (COD), state registration, and/or direct observation. (Ensure validate accuracy in "Vessel Description Summary" ("Hull Details") in MISLE.)
- # Engines:** Check # engines by observation; enter # in block. Ensure validate accuracy in "Vessel Description Summary" ("Propulsion Details") in MISLE.
- # Shafts:** Check # shafts by observation; enter # in block. (Ensure validate MISLE accuracy by reviewing in "Vessel Description Summary" ("Propulsion Details").)
- Tonnage:** Enter from MISLE registered gross and net tonnage, and, if applicable, International Tonnage Certificate (ITC) gross and net tons. For state registered, enter exact tonnage if operator has documentation to support; if no documentation to support exact figure, enter "< 5 net tons." (Ensure validate accuracy in "Vessel Description Summary" ("Tonnage and Dimension Details") in MISLE.)
- Total HP:** Enter vessel's total brake horsepower. (Ensure validate accuracy in "Vessel Description Summary" ("Propulsion") in MISLE.)
- Length:** Enter length overall as listed on Certificate of Documentation (COD) for documented or MISLE. (Note: for state registered vessel, use, as outlined in MISLE UTV Exam Guide, Vessel Information System (VIS) to access registration information.) (Ensure validate accuracy in "Vessel Description Summary" ("Tonnage and Dimension Details") in MISLE.)
- # Fuel Tanks:** Check # Fuel Tanks based on direct observation and information provided by operator; enter # in block; if "other," specify type. (Ensure validate accuracy in "Vessel Description Summary" ("Hull Details") in MISLE.)
- Fuel Cap (gal):** Check Fuel Capacity based on information provided by vessel operator. Enter total capacity in gallons in block. (Ensure validate accuracy in "Vessel Description Summary" ("Hull Details") in MISLE.)
- Lube Oil Cap (gal) (Cap):** Check Lube Oil Capacity based on information provided by vessel operator. (Enter total capacity in gallons in block. Ensure validate accuracy in "Vessel Description Summary" ("Hull Details") in MISLE.)
- Hydraulic Oil Cap (gal):** Check Hydraulic Oil Capacity based on information provided by vessel operator. (Enter total capacity in gallons in block. Ensure validate accuracy in "Vessel Description Summary" ("Hull Details") in MISLE.)
- Route:** Review Certificate of Documentation (COD) and determine endorsement. Then, via inquiry of operator, establish primary route where vessel operates. Check appropriate box. If no COD, determine primary route from vessel operator. Ensure validate route in "Vessel Routes and Conditions" in "Vessel Description Summary" in MISLE. Specifics on route beyond what provided in pull down (an example is "Western Rivers"), should be entered "Route Permitted and Special Conditions." For example, for a UTV operating primarily on the Western Rivers but has a Certificate of Documentation reflecting Coastwise route, state "Primary area of operations is Western Rivers."
- Class Certification:** Review "Certificates" in "Vessel Description Summary" in MISLE and class certificate(s) on board vessel. Check appropriate box. Enter classification society/type on form.
- Service:** Determine primary service of vessel via inquiry of operator. Check appropriate box. Ensure select Service type in the Subactivity Type pull-down, directly below Activity Type ("Towing Vessel Exam") in the MISLE Activity. (Note: Initials ITB = Integrated Tug and Barge; and ATB = Articulated Tug and Barge)
- Location of Exam (Lat/Long and River Mile, if applicable):** Enter Lat/Long of location of exam based on GPS coordinates. Also, enter River and Mile Marker, if applicable. Ensure entered into "Locations" in MISLE Activity.
- Owner:** Enter name of vessel owner and address.
- Operator:** Enter managing operator's name, address, and phone number.

Master/Mate/Pilot (circle one) Name: Enter name of vessel's primary representative/person in charge present during exam. Circle Master, Mate, or Pilot (if applicable).

License #: Enter license number of vessel's primary representative/person in charge present during exam (if applicable).

Limited: Check box if license is limited to a specific geographic area or operation (if applicable)

Exp Date: Enter expiration date of mariner's license (if applicable).

Vessel Phone: Enter phone number where the vessel's primary representative/person in charge present during exam may be reached.

Examination Results: Check "deficiency" box if exam resulted in unresolved discrepancies and record discrepancies on page 6 of 6 of UTV Exam Checklist. Check "COTP Order" box and add COTP Order #, if exam resulted in issuance of a COTP Order. Note contact telephone number. Print Lead Examiner's Name, Date/Time of Exam (when completed), and Examiner's Unit.

Towing Vessel Examination Decal: Check this box when the UTV is found in compliance with all applicable laws and regulations and a decal is issued. Issuing Examiner signs and dates form and Vessel Representative acknowledges receipt by printing name and signing in appropriate areas on form.

Exam Type: Examiner checks box for examination type. Industry Initiated Exams are those exams that occur due to industry requesting a dockside examination. CG Initiated Exams are those Risk-Based exams conducted during Phase 2 of the TVBP, where the Coast Guard initiates the exam based on risk on vessels that do not have a valid UTV Examination Decal. Deficiency Follow-up refers to follow-up visits to clear deficiencies. If "Other," specify type in blank area.

### **UTV Checklist (Pages 2 - 6 of 8)**

Enter at top of each page vessel name and Vessel Identification Number (VIN).

Complete all checklist items applicable for the UTV.

Use "Legend—Route Applicability" at top of "UTV Checklist Page 1 of 6" and color coded column one to assist in determination of applicable requirements.

Column 1: Contains statutory or regulatory citation for checklist item.

Column 2: Contains Requirements for UTVs Guidebook page reference, if applicable.

Column 3: Contains checklist item text. As applicable, ensure information is entered in areas with blanks and appropriate boxes are checked.

Column 4: Check appropriate box based on applicability and compliance.

### **Deficiencies Found (Page 7 of 8)**

Enter ALL discrepancies discovered during exam. If resolved prior to exam completion, make note of resolution.

If zero discrepancies noted during exam, write "No Discrepancies" in top left corner of first line.

For all unresolved discrepancies, detail specific discrepancy(ies) and provide date in which the discrepancy(ies) should be resolved. Standard timeframe is 30 days, except for any discrepancies deemed by the COTP to pose a hazard. Note special conditions that must be met (include date, if applicable) before a decal can be issued.

Print Date, Examiner's Name, and Vessel Representative's Name in blanks provided. Ensure Examiner signs and Vessel Representative signs to acknowledge receipt. (Ensure ALL discrepancies are noted in the Towing Vessel Activity in MISLE.)

### **Notes & Recommendations (Page 8 of 8)**

Enter any notes and/or recommendations on this page. Ensure Examiner & Vessel Rep signs to acknowledge receipt and that these items are not deficiencies and are for informational purposes only.

### **Form Distribution:**

After completion, provide Vessel Representative with copies (VESSEL COPY) of all forms. If no discrepancies at end of exam, issue decal and complete Towing Vessel Exam Decal section on the cover page (as noted in Cover Page section above). Remind vessel representative to maintain a copy of the form on board the vessel.

If the vessel has unresolved discrepancies, inform/remind the vessel representative that he/she must maintain a copy of the form on board the vessel, and once all discrepancies are determined to be resolved after follow-up examination(s), the cover page will be annotated to reflect issuance of decal.

Maintain original form pages (EXAMINER COPY) as part of case file. Scan original form into the "Documents" section of the "Vessel Description Summary" in MISLE Activity.

### **Decal Placement:**

After issuing a decal, inform the operator that the decal must be displayed in clear view on the starboard superstructure of the pilothouse. (The decal may be displayed in a window in this location as long as the display does not obstruct the operator's view.)