

# TOWING OFFICER ASSESSMENT RECORD



**GREAT LAKES & INLAND**

## Towing Officer Assessment Record (Great Lakes & Inland)

### DESIGNATED EXAMINER INFORMATION

All Designated Examiners "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 DEs. 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of skill or ability, DEs are representing that they are a qualified DE and the Coast Guard has not suspended or withdrawn their qualification as a DE.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 (Great Lakes & Inland)**

**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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Initials (Signed)

\_\_\_\_\_  
*Mariner Name*

\_\_\_\_\_  
*Mariner Reference No.*

**Towing Officer Assessment Record (Great Lakes & Inland)**

**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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Initials (Signed)

\_\_\_\_\_  
*Mariner Name*

\_\_\_\_\_  
*Mariner Reference No.*

## Towing Officer Assessment Record (Great Lakes & Inland)

### PERFORMANCE ASSESSMENT GUIDANCE

This assessment guidance is designed to be used in conjunction with the Towing Officer Assessment Record (TOAR) (Great Lakes-Inland). 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.

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*Mariner Name*

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*Mariner Reference No.*

## Towing Officer Assessment Record (Great Lakes & Inland)

### 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 Great Lakes and/or Inland routes.

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
<b>A. Vessel Familiarization</b>				
CE-A.1	✓	<b>Locate and demonstrate use of firefighting equipment</b> 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	✓	<b>Locate and demonstrate use of life-saving equipment</b> 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	✓	<b>Identify and describe propulsion system</b> 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	✓	<b>Identify and describe steering system</b> 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, autopilot), 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	✓	<b>Identify and describe auxiliary systems</b> 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.		
CE-A.6	✓	<b>Describe and follow vessel fuel transfer procedures</b> 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.		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-A.7	✓	<p><b>Identify physical characteristics of vessel and tow</b></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><b>Conduct safety orientations for new crewmembers</b></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><b>Use vessel's internal communications system or equipment</b></p> <p>DE: Have the mariner identify and use all internal communications equipment aboard the vessel.</p>		
<b>B. Navigation and Piloting</b>				
CE-B.1	✓	<p><b>Describe the effects of tide or current on vessel's position</b></p>		
CE-B.2	✓	<p><b>Allow for draft and clearances in navigation of vessel</b></p> <p>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 under keel clearance based on draft and information from all available sources (such as charts, maps, Notice to Mariners, local knowledge, etc.).</p>		
CE-B.3	✓	<p><b>Conduct pre-voyage tests and inspections per 33 CFR 164.80</b></p> <p>DE: Have the mariner conduct pre-voyage tests and inspections according to 33 CFR 164.80 and company guidelines.</p>		
CE-B.4	✓	<p><b>Describe and comply with VTS reporting requirements</b></p> <p>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]</p>		
CE-B.5	✓	<p><b>Communicate using VHF radio</b></p> <p>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.</p>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-B.6	✓	<p><b>Provide radio/whistle notice of getting underway</b></p> <p>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.</p>		
CE-B.7	✓	<p><b>Make security calls</b></p> <p>DE: For a prescribed route, have the mariner describe situations in which security calls are needed and make required security calls.</p>		
CE-B.8	✓	<p><b>Initiate appropriate actions in reduced visibility</b></p> <p>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).</p>		
GLI-B.9		<p><b>Identify and maintain required charts and publications</b></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>		
GLI-B.10		<p><b>Use required charts and publications</b></p> <p>DE: Have the mariner extract and apply during a voyage relevant information from 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>		
GLI-B.11		<p><b>Determine vessel's position on chart or map</b></p> <p>DE: Have the mariner accurately plot the vessel's position on a chart using onboard electronic equipment and visual references.</p>		
GLI-B.12		<p><b>Maintain heading using magnetic compass</b></p> <p>DE: Have the mariner maintain a prescribed heading within +/- 5 degrees, with minimum rudder corrections, for at least 1 mile.</p>		
GLI-B.13		<p><b>Incorporate information on forecast weather in route planning</b></p> <p>DE: Have the mariner acquire weather and sea condition forecasts for the planned route using all available resources.</p>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
<b>C. Watchstanding</b>				
CE-C.1	✓	<p><b>Operate and use all electronic navigation equipment in pilothouse</b></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><b>Use a compass or swing meter (as applicable)</b></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 two miles.</p>		
CE-C.3	✓	<p><b>Make appropriate entries in vessel's log</b></p> <p>DE: Have the mariner describe and make log entries required by regulation and company policies.</p>		
CE-C.4	✓	<p><b>Maintain proper lookout</b></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><b>Communicate navigation and vessel status information to the relieving watch officer</b></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>		
<b>D. MANEUVERING</b>				
<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><b>Maneuver light boat – maneuvering ahead</b></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>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-D.2	✓	<p><b>Maneuver light boat – maneuvering astern</b></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><b>Maneuver light boat – reverse heading or direction</b></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><b>Maneuver light boat – maneuvering with and against the current</b></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><b>Maneuver light boat – landing</b></p> <p>DE: Have the mariner demonstrate the ability to safely 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>		
CE-D.6	✓	<p><b>Maneuver tow in high wind</b></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 at least one barge in tow, in a crosswind of sufficient strength to affect the safe operation of the vessel.</p>		
CE-D.7	✓	<b>Make tow</b>		
CE-D.8	✓	<b>Break tow</b>		
GLI-D.9		<p><b>Get underway, pushing ahead</b></p> <p>DE: Have the mariner make the appropriate security checks, sound the required whistle signals, and get underway with a tow. Have the mariner sustain a predetermined course for at least one-half mile or until clear of the mooring facility and moving within a defined channel. Ensure that the mariner monitors wheel-wash and dock clearance.</p>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
GLI-D.10		<p><b>Get underway, towing alongside</b></p> <p>DE: Have the mariner make the appropriate security checks, sound the required whistle signals, and get underway towing alongside. Have the mariner sustain a predetermined course for at least one-half mile or until clear of the mooring facility and moving within a defined channel. Ensure that the mariner monitors wheel-wash and dock clearance.</p>		
GLI-D.11		<p><b>Maneuver loaded tow in narrow defined channels</b></p> <p>DE: Have the mariner maneuver a loaded tow with minimum rudder correction over a predetermined course that includes straight stretches and bends to port and starboard, for a minimum of 10 miles or 3 hours.</p>		
GLI-D.12		<p><b>Maneuver empty tow in narrow defined channels</b></p> <p>DE: Have the mariner maneuver a loaded tow with minimum rudder correction over a predetermined course that includes straight stretches and bends to port and starboard, for a minimum of 10 miles or 3 hours.</p>		
GLI-D.13		<p><b>Maneuver loaded tow around sharp bends and turns</b></p> <p>DE: Have the mariner maneuver a loaded tow around sharp bends or turns over a predetermined course, using minimum rudder movement and, if required, throttle control while maintaining the described sailing line based on all available navigational information.</p>		
GLI-D.14		<p><b>Maneuver empty tow around sharp bends and turns</b></p> <p>DE: Have the mariner maneuver an empty tow around sharp bends or turns over a predetermined course, using minimum rudder movement and, if required, throttle control while maintaining the described sailing line based on all available navigational information.</p>		
GLI-D.15		<p><b>Maneuver tow with following current</b></p> <p>DE: Have the mariner maneuver a loaded tow with a following current over a prescribed course, using minimum rudder movement and, if required, throttle control, while maintaining the prescribed sailing line based on all available navigational information.</p>		
GLI-D.16		<p><b>Maneuver tow against current</b></p> <p>DE: Have the mariner maneuver a tow against the current over a prescribed course, using minimum rudder movement and, if required, throttle control, while maintaining the prescribed sailing line based on all available navigational information.</p>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
GLI-D.17		<p><b>Maneuver in channel with deep-draft traffic</b></p> <p>DE: Have the mariner describe the effects of interaction with deep-draft traffic on the vessel and tow. Observe the mariner maneuvering in close proximity to deep-draft traffic and ensure that he/she makes the necessary course and speed changes to compensate for these effects.</p>		
GLI-D.18		<p><b>Maneuver through bridge</b></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>		
GLI-D.19		<p><b>Land with following current</b></p> <p>DE: Have the mariner describe the effects of landing with a following current. Observe the mariner safely land a tow downstream on a piling, cell, or dock, landing the stern of the tow at a predetermined point. Ensure that the mariner approaches at a gradual angle, with speed and forward movement diminished to zero at the point of contact.</p>		
GLI-D.20		<p><b>Land against current</b></p> <p>DE: Have the mariner describe the effects of landing against the current. Observe the mariner safely land a tow upstream on a piling, cell, or dock, landing the head of the tow at a predetermined point. Ensure that the mariner approaches at a gradual angle, with speed and forward movement diminished to zero at point of contact.</p>		
GLI-D.21		<p><b>Moor to piling, cell or dock</b></p> <p>DE: Have the mariner moor a tow to a piling, cell, or dock by operating engines and steering gear in conjunction with mooring lines.</p>		
GLI-D.22		<p><b>Down streaming</b></p> <p>DE: Have the mariner explain the down streaming maneuver in detail, including how the maneuver is done, when it is appropriate, the hazards associated with the maneuver and any current company policy relating to the maneuver.</p>		
GLI-D.23		<p><b>Enter lock with upstream approach</b></p> <p>DE: Have the mariner enter a lock from an upstream approach following published Corps of Engineers locking procedures for the area of operations.</p>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
GLI-D.24		<p><b>Enter lock with downstream approach</b></p> <p>DE: Have the mariner enter a lock from a downstream approach following published Corps of Engineers locking procedures for the area of operations.</p>		
GLI-D.25		<p><b>Leave lock with upstream departure</b></p> <p>DE: Have the mariner depart a lock upstream following published Corps of Engineers locking procedures for the area of operations.</p>		
GLI-D.26		<p><b>Leave lock with downstream departure</b></p> <p>DE: Have the mariner depart a lock downstream following published Corps of Engineers locking procedures for the area of operations.</p>		
<b>E. RULES OF THE ROAD</b>				
CE-E.1	✓	<p><b>Meeting while towing</b></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>		
CE-E.2	✓	<p><b>Crossing while towing</b></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><b>Overtaking another vessel while towing</b></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><b>Being stand-on vessel</b></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>		

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TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-E.5	✓	<p><b>Being give-way vessel</b></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><b>Operating in restricted visibility</b></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><b>Properly lighting towing vessel and tow for different towing modes</b></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><b>Provide proper sound and light signals</b></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>		
<b>F. Safety and Emergency Response</b>				
CE-F.1	✓	<p><b>Describe procedures to be followed in response to steering failure</b></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><b>Describe procedures to be followed in response to loss of electrical power</b></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>		

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### Towing Officer Assessment Record (Great Lakes & Inland)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-F.3	✓	<p><b>Describe procedures to be followed in response to loss of propulsion</b></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>		
CE-F.4	✓	<p><b>Describe procedures to be followed in response to collision/allision</b></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><b>Describe procedures to be followed in response to grounding</b></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><b>Describe procedures to be followed in response to personnel injury</b></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><b>Describe procedures to be followed in response to oil or hazardous substance spill</b></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>		

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 Mariner Name

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 Mariner Reference No.

### Towing Officer Assessment Record (Great Lakes & Inland)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-F.8	✓	<p><b>Describe procedures to be followed in response to man overboard</b></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><b>Conduct fire drill and instruction per 46 CFR 27.209</b></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>		
CE-F.10	✓	<p><b>Describe procedures for abandoning ship</b></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><b>Describe procedures for use of general alarm</b></p> <p>DE: Have the mariner locate the general alarm and describe procedures for use and testing of the general alarm per 46 CFR 27.201.</p>		
CE-F.12	✓	<p><b>Describe procedures for use of all onboard safety equipment</b></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>		
<b>G. Environmental Protection</b>				
CE-G.1.	✓	<p><b>Garbage</b></p> <p>DE: Have the mariner describe the regulatory requirements for disposal of garbage in the vessel's area of operation.</p>		
CE-G.2	✓	<p><b>Sewage/Marine Sanitation Device (MSD)</b></p> <p>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.</p>		
CE-G.3	✓	<p><b>Bilge slops</b></p> <p>DE: Have the mariner describe the regulatory requirements and company policies or practices for disposal of oily bilges and documentation of such disposal.</p>		

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 Mariner Name

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 Mariner Reference No.



### Towing Officer Assessment Record (Great Lakes & Inland)

TASK NO.	COMMON ELEMENT	TASK & ASSESSMENT GUIDANCE	DE INITIALS	DATE
CE-G.4	✓	<b>Regulated waste</b> DE: Have the mariner describe vessel procedures/practices for disposal of oily waste, used oil filters, and paint.		
CE-G.5	✓	<b>Discharges incidental to normal operations (NPDES)</b> DE: Have the mariner describe vessel procedures/practices to minimize discharges incidental to normal operations.		

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 Mariner Name

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 Mariner Reference No.

**Towing Officer Assessment Record (Great Lakes & Inland)**

**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* \_\_\_\_\_ *Mariner Reference No.* \_\_\_\_\_

**Towing Officer Assessment Record (Great Lakes & Inland)**

**TOWING VESSEL SERVICE RECORD**

Vessel	Official No.
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From (Date)	To (Date)	Gross Tons	Horsepower
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Vessel	Official No.
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From (Date)	To (Date)	Gross Tons	Horsepower
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Vessel	Official No.
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From (Date)	To (Date)	Gross Tons	Horsepower
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Vessel	Official No.
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From (Date)	To (Date)	Gross Tons	Horsepower
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Vessel	Official No.
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From (Date)	To (Date)	Gross Tons	Horsepower
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<i>Mariner Name</i>	<i>Mariner Reference No.</i>
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