



PROCEDURE FOR REQUESTS FROM VESSELS AND CONCEDING AUTHORISATION TO VESSELS TO CARRY OUT EVACUATION DRILLS OR TECHNICAL TESTS REQUIRED FOR THE PERIODIC MAINTENANCE OF LIFE-SAVING APPLIANCES INCLUDING THE LOWERING AND LAUNCHING OF LIFEBOATS, RESCUE BOATS, OTHER SURVIVAL CRAFT OR THE DEPLOYMENT OF MARINE EVACUATION SYSTEMS.

LEGAL BASIS

The lowering and/or launching of lifeboats, rescue boats, survival craft, or the deployment of marine evacuation systems, whether for carrying out periodic, mandatory training exercises, or technical maintenance tests of the aforementioned appliances or those used in launching and embarkation procedures, are considered to present sufficient circumstances of intensity and jeopardy to warrant authorisation from the Barcelona Port Authority, in accordance with article 95.2 of Law 48/2003, of 26th November, on the economic regime and service provision of general interest ports.

Given the close link between these activities and maritime safety, it is the duty of Port Authorities to coordinate this authorisation with the other Administrations involved.

OBJECTIVES

The aims of this procedure are to:

- Stipulate the procedure to allow vessels in the Port of Barcelona to obtain authorisation for carrying out operational tests with lifeboats or other survival craft or the equipment associated with them, as well as drills to abandon vessels involving the lowering of rescue appliances in accordance with current legislation and authorisation will be granted on a risk assessment basis.
- Simplify the administrative procedures for requesting and obtaining the above authorisation, enabling these requests to be processed with the minimum delay.
- Establish the operational conditions and limitations in collaboration with the Maritime Administration to ensure drills take place in the most favourable safety conditions, not only regarding the people involved, but also regarding maritime port traffic manoeuvres in the Port of Barcelona.

SPHERE OF APPLICATION

This procedure applies to the activities mentioned in the section entitled 'legal basis' and are carried out by cargo or recreational vessels afloat in the port service area, with the exception of routine operations carried out in special naval repair facilities or recreational marinas.

CRITERIA, CONDITIONS AND LIMITATIONS

Tests with lifeboats, the equipment associated with them and evacuation drills involving the use of lifeboats in the Port of Barcelona are subject to the following criteria, conditions and limitations:

1. General criteria:



- 1.1. Tests and drills always require the approval of the general maritime port traffic management and control service (currently known as the General Vessel Traffic Information and Instruction Service - *Servicio de Información e Instrucciones Generales a Buques -SIIGB-*), which determines when these drills may be carried out, taking into account maritime port traffic movements at the time, and the criteria established in this procedure.
- 1.2. The periodic servicing and maintenance of lifeboats, launching appliances and on-load release gear must be carried out in accordance with the stipulations of **Royal Decree 38/2009**, of 23rd January, which regulates lifeboat drills, their launching mechanisms and authorises specialised companies to carry them out.
- 1.3. Tests and drills must be carried out under the direct and non-transferrable responsibility of the ship's Master, and on the understanding that this responsibility extends to the crew and other people taking part.
- 1.4. It will be the responsibility of the applicant to ensure that any crew members taking part, as well as any specialised companies which are authorised to take part in these tests and drills, are in possession of an insurance policy to cover against accident and civil responsibility, or some other legal cover, to protect against risk to themselves and other third parties.
- 1.5. Unless explicit authorisation has been granted to the contrary, such tests and drills must not be carried out:
 - During the hours of darkness, the cut off point being one hour after sunset and one hour before sunrise.
 - When the vessel is carrying out bunkering operations or handling inflammable products, including the delivery of oily residues.
 - When underwater works or other diving operations are being carried out to or around the vessel.
 - When passengers or other people unrelated to the tests or drills are on board the lifeboats or craft.
- 1.6. The use of visual rescue signals such as rocket flares, hand flares and buoyant smoke signals require the express authorisation of the Barcelona Maritime Administration.
- 1.7. Lifeboats and craft authorised to carry out tests and drills in waters of the Port of Barcelona must not either move more than 25 metres away from the side of the vessel, or remain berthed in quays, unless with express authorisation to the contrary.
- 1.8. Only the minimum number of crewmembers essential for carrying out the exercise or check in question should be present on board the craft during the exercise in question.

2. Limitations due to weather conditions:

Other than in exceptional cases and where explicit authorisation has been granted, tests subject to this procedure are **prohibited** when:

- 2.1. The force of the prevailing wind or forecasted wind for the time the activity is due to take place is equal to or greater than force 5 of the Beaufort Wind Scale.
- 2.1. Wave height is greater than 5 on the Douglas Sea Scale.
- 2.2. Visibility is less than half a mile.
- 2.2. Adverse weather conditions are too dangerous to carry them out safely due to heavy rain, sleet, snow, etc., in the opinion of the Barcelona Port Authority.

2.3. Wave height in the anchoring area of the Port of Barcelona is greater than 1.5 metres.

3. Restrictions to vessel operations:

3.1. As a general rule, such tests and drills must not be carried out during the loading or unloading of gas liquid bulk, or other inflammable bulk goods or during cargo handling operations when the goods' class has been identified as particularly dangerous. This is without prejudice to other conditions or restrictions imposed by the Barcelona Port Authority or the Barcelona Maritime Administration, regarding other operations.

3.2. Similarly, and as a general rule, these activities will not be permitted if they could result in a delay in the departure of the vessel or if the port is congested.

PROCEDURE

A distinction has been made between two types of procedure, depending on the regularity with which the above tests and drills must be carried out, the extent to which they affect maritime port traffic, and the degree of risk involved as follows:

1. Procedure for requesting authorisation for routine tests and drills.
2. Procedure for requesting authorisation for extraordinary tests and drills.

1. Procedure for requesting and conceding authorisation to carry out routine tests and drills to abandon vessels with the crew on board.

1.1. In general this protocol is aimed at regulating the following tests and drills in the waters of the port service area when vessels are at berth or at anchor.

- Moving lifeboats and other rescue boats from their stowage or launch position.
- Lowering and launching liferafts, lifeboats (not free-fall) and rescue boats using devices with falls and winches.
- Simple periodic drills involving the crew and which have some external effect or impact on the hull of the vessel or the outside environment.

1.2. Authorisations for this kind of exercise will be considered as granted by the Barcelona Port Authority on receipt of approval from the vessel traffic management and control system (SIIGB), which should be requested as follows:

- With advance warning of approximately 15 minutes prior to commencing activities, the Ship's Master must request authorisation from the SIIGB in person on VHF channel 14.
- Depending on maritime port traffic provisions and the criteria, conditions and limitations established in this procedure the SIIGB will transmit approval for the activities or otherwise via the same communication channel and giving any precise information and instructions as required at that time.
- Similarly, the SIIGB will transmit details of the tests or drills authorised in the port service area to Port Police Headquarters.

2. Procedure for requesting and conceding authorisation to carry out extraordinary tests and drills to abandon vessels with the crew on board.

2.1. In general, this protocol is aimed at regulating the following tests and drills in the waters of the port service area.

- Launching survival craft from a moving vessel, whether it is transferring to the shipyard (but not yet in it), or for some other justifiable cause and also inverse hoisting or embarkation operations.
- Launching free-fall survival craft.
- Launching free-fall lifeboats using back up release systems.
- Launching lifeboats on-load release systems.
- Partial or complete deployment of marine evacuation systems (MES).
- Evacuation drills.
- Other operations that could cause a significant disturbance to traffic and vessel manoeuvres in the channels and basins of the Port of Barcelona, as well as routine operations to be carried out in conditions other than those established in the general criteria.

2.2. Authorisations for such tests will be **expressly** granted by the Barcelona Port Authority **in writing** by the following process:

- The vessel's ship agent must submit an authorisation request using the standardised form attached at the end of this document entitled 'Authorisation request for vessel repairs/operations, by fax to the Maritime Operations Department of the Barcelona Port Authority.
- Requests must be submitted 48 hours prior to commencing operations. If operations are due to take place the day after a public holiday or following a weekend, the request must be submitted at least 72 hours before commencing. Authorisation may be denied if requests are submitted outwith the stipulated periods.
- In addition to the standard form, the ship agent must submit sufficiently detailed information on the exercise to be carried out, including any additional means required, the characteristics of the craft in question, their stowage position and distance to the waterline, the distance the craft travels after launching (in the case of free-fall), the company or classification society supervising the manoeuvre where appropriate, etc. All of the above is without prejudice to the requirements of the Maritime Administration.
- The Barcelona Port Authority will process requests and send explicit written authorisation to the ship agent via the same communication channel, indicating the specific conditions within which the exercise must be carried out, in accordance with maritime port traffic provisions and the criteria, conditions and limitations established within this procedure.
- The Barcelona Port Authority will inform the local Maritime Administration, the General Vessel Traffic Information and Instruction Service (SIIGB), and the Port Police Headquarters of the decision by fax.
- Once authorisation has been granted, the ship's Master should commence operations in accordance with point 1.2 on procedures of a routine nature.

SUSPENDING OPERATIONS

Both the Barcelona Port Authority and the Barcelona Maritime Administration can interrupt or suspend any authorised tests or drills underway at any point if:

- a) They interfere or could interfere with commercial operations in the Port of Barcelona or disturb normal maritime port traffic operations and vessel manoeuvres in any way.
- b) They do not comply with the general conditions established in this procedure or with the specific instructions that may have been imposed in the particular case in question.
- c) They do not comply with applicable maritime safety legislation or are in direct breach of the minimum safety practices established by law.
- d) In the unexpected occurrence of emergencies or events of 'force majeure'.

Any accident or incident of relevance that may occur as a result of any of the operations in this procedure, particularly those involving possible injury to the crew, and material damage to quays, must be reported without delay to the SIIGB, and this is without prejudice to any notifications that may be required by other Administrations.

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