

Bridge Checklist

Anchoring and Anchor Watch

To be used by OOW / Master when vessel proceeding for anchoring/ soon after anchoring and logged each time in Movement Book.

Anchoring and anchor watch

1. Anchoring plan been prepared taking into account

01	Speed reduction in ample time	<input type="checkbox"/>
02	Direction/strength of wind and current	<input type="checkbox"/>
03	Tidal stream when manoeuvring at low speeds	<input type="checkbox"/>
04	Need for adequate sea room particularly to seaward	<input type="checkbox"/>
05	Depth of water, type of seabed and the scope of anchor cable required	<input type="checkbox"/>

2. Prior anchoring

01	Have the engine room and anchor party been informed of the time of 'stand-by' for anchoring?	<input type="checkbox"/>
02	Ensure largest scale chart in use.	<input type="checkbox"/>
03	Are the anchors, lights/shapes and sound signaling apparatus ready for use? Windlass tried out.	<input type="checkbox"/>
04	Has the planned anchoring position of the ship been reported to the port authority?	<input type="checkbox"/>
05	Walkie-talkies charged & tried out	<input type="checkbox"/>

Bridge Checklist

3. While at anchor, the OOW should

01	Determine and plot the ship's position on the appropriate chart as soon as practicable	<input type="checkbox"/>
02	When circumstances permit, check at sufficiently frequent intervals whether the ship is remaining securely at anchor by taking bearings of fixed navigation marks or readily identifiable shore objects.	<input type="checkbox"/>
03	Ensure that proper look-out is maintained visually, radar, AIS & all available means.	<input type="checkbox"/>
	Ensure that inspection rounds of the ship are made periodically.	<input type="checkbox"/>
04	Ensure vessel access control precautions are maintained in respect of vessel security.	<input type="checkbox"/>
05	VHF on appropriate port channel & CH 16 monitored.	<input type="checkbox"/>
06	Observe meteorological and tidal conditions and the state of the sea.	<input type="checkbox"/>
07	Notify the master and undertake all necessary measures if the ship drags anchor	<input type="checkbox"/>
08	Ensure that the state of readiness of the main engines and other machinery is in accordance with the master's instructions.	<input type="checkbox"/>
09	Ship's anchor position ¹ verified regularly. [Should vessel's position cross the swinging circle boundary, Master, Chief Mate, engine room and Bosun to be called. Engine to be brought to full manoeuvring status, cable to be observed for dragging and Master's orders awaited.]	<input type="checkbox"/>
10	Deck watch to patrol regularly, with radio reporting schedule to bridge as instructed by OOW. No unauthorized persons to be permitted to board vessel. Full gangway watch to be maintained where accommodation ladder is in use.	<input type="checkbox"/>

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11	Security level as required by Flag state/Port State maintained. SSP procedures for current security level implemented. Any specific requirements by Port state complied with.	<input type="checkbox"/>
12	If visibility deteriorates, notify the master.	<input type="checkbox"/>