

# ABANDON SHIP

To be used as guidance for preparation and execution of Abandon Ship real situation or drill. To be kept on bridge and Engine room and be posted to lifeboat stations for guidance.

#### DISCLAIMER ON THE USE OF SAMPLE DOCUMENTS

The sample documents herewith are provided for information sharing and educational purposes only. Whilst every effort has been made to ensure the accuracy and quality of the information contained herewith, SQE Marine accepts no responsibility for inaccuracies in, or changes to, such information. Your use of any of these sample documents is at your own risk, and you should not use same without first seeking professional advice, as may be necessary. The provision of these sample documents (and the documents themselves) do not constitute professional advice or opinion(s) of any kind, or any solicitation. No consultant-client advisory, or other relationship is created between SQE Marine and any person accessing or otherwise using any of the sample documents and in any way SQE Marine accepts no liability for any damages, losses or causes of action of any nature arising from any use of any of the sample documents or the provision of these sample documents themselves.

[Explore more at](#)

[sqemarine.com/shipmanuals](https://sqemarine.com/shipmanuals) | [sqemarine.com/systems](https://sqemarine.com/systems)

EMERGENCY CHECKLIST Abandon Ship-Totally Enclosed LB			
A.	Action	Personnel Responsible	Completed
1.	Sound abandon ship signal & call Master.	Officer On Duty	
2.	Fix ship's position.	Officer On Duty	
3.	Sound "MAYDAY" signal with position.	GMDSS Officer	
4.	Instruct crew to don lifejackets and immersion suits as appropriate.	Master / Chief Officer	
5.	Main engine stopped & propeller secured.	Chief Engineer	
6.	Overboard discharges stopped especially in way of craft launch areas.	Chief Engineer	
7.	Muster crew at lifeboat stations.	Master / Chief Officer	
8.	Extra blankets, water, food etc. to craft (if time permits).	Medical Officer/Cook	
9.	Prepare LSA for launch.	Deck Officer	
10.	Collect and prepare EPIRB, SART and SOLAS radios.	Deck Officer	
11.	Check all hands at muster stations with lifejackets & thermal suits if applicable.	Deck Officer	
12.	Run out painters from boats if applicable.	Chief Officer / Bosun	
13.	Lower boats/life crafts to water.	Chief Officer / Bosun	
14.	Embark and launch life-saving appliances.	Chief Officer / Bosun	
15.	Ensure lifeboats and life-rafts remain in close proximity to ship and in contact with each other.	Chief Officer / Bosun	
16.	Activate EPIRB and SART.	Chief Officer / Bosun	
17.	Report to the Office.	Master	
<b>B.</b>	<b>Other</b>		

EMERGENCY CHECKLIST Abandon Ship - Freefall LB			
A.	Action	Personnel Responsible	Completed
1.	Sound abandon ship signal & call Master.	Officer On Duty	
2.	Fix ship's position.	Officer On Duty	
3.	Main engine always stopped & propeller always secured.	Chief Engineer	
4.	Overboard discharges stopped especially in way of craft launch areas.	Chief Engineer	
5.	Check all hands at muster stations with lifejackets & thermal suits if applicable	Master / Chief Officer	
6.	Test the engine of lifeboat	Chief Engineer	
7.	Test the handheld VHF of GMDSS and carry SART.	Master / GMDSS Officer	
8.	Check equipment and documentation to ensure that all components of the lifeboat and launching appliance are in good operational condition.	Master / Chief Officer	
9.	Ensure that the restraining device(s) provided by the manufacturer for simulated or real life launching are installed and secure and that the free-fall release mechanism is fully and correctly engaged.	Deck Officer	
10.	Establish and maintain good communication between the assigned operating crew and the responsible person.	Deck Officer	
11.	Disengage lashings, gripes, etc. installed to secure the lifeboat for sea or for maintenance, except those required for simulated or real life free-fall.	Deck Officer	
12.	Inform the bridge that the lifeboat is ready.	Chief Officer / Bosun	
13.	Participating crew board the lifeboat and fasten their seatbelts under the supervision of the responsible person. Ensure that ALL items of the Preparation Checklist are properly implemented and crew is aware of duties and responsibilities	Chief Officer / Bosun	
14.	<b>SOLAS REQUIREMENTS FOR FREE FALL LIFEBOATS:</b> <b>ONCE EVERY 3 MONTHS :</b> L/B shall be <b>either be free-fall launched</b> with only the required operating crew on board, <b>or lowered into the water by means of the secondary means</b> of launching with or without the operating crew on board. In any case the L/B shall thereafter be manoeuvred in the water by the operating crew. <b>ONCE EVERY 6 MONTHS :</b> L/B either be launched by <b>free-fall</b> with only the operating crew on board, or <b>simulated launching</b> shall be carried out	Chief Officer / Bosun	
15.	<b>In case of FREE FALL LAUNCHING follow the following sequence, otherwise go to item 22</b>	Chief Officer / Bosun	
16.	Confirm the slingers of boat are unconnected with the hooks of the fall block, <b>the aux lashing units are released.</b>	Chief Officer / Bosun	
17.	The crews go aboard and fasten safe belts.	Chief Officer / Bosun	
18.	Check whether there are moving objects within the boat and all open holes should be totally enclosed.	Chief Officer / Bosun	
19.	Operate the releasing mechanism within the boat to release the release hook.	Chief Officer / Bosun	
20.	The lifeboat will launch into water by free-fall along the ramp.	Chief Officer / Bosun	
21.	The lifeboat leaves the ship.	Chief Officer / Bosun	
22.	<b>In case of LAUNCHING USING FALLS follow the following sequence, otherwise go to item 41</b>		
23.	Start the electric motor of the hydraulic station.	Chief Engineer	
24.	Hang the slingers on both sides of the boat upon the hooks of the fall block respectively.	Chief Engineer	
25.	The crews go aboard.	Chief Officer / Bosun	
26.	Operate the releasing mechanism within the boat to release the release hook.	Chief Engineer	
27.	Operate the remote button of the oil cylinders "push out" and the davit arms are pushed to full outboard position, and then release the handle.	Chief Engineer	
28.	Control the remote button for the winch "wind down" and the lifeboat lowers to sea level, and then release the handle.	Chief Officer / Bosun	
29.	Unhook the slingers of lifeboat from the hooks of the fall block and	Chief Officer / Bosun	

This checklist should be placed in the Bridge and Engine Control Room and followed in case of abandon ship.

# SQEMARINE

	stow them in the slingers box.		
30.	The lifeboat leaves the ship.	Chief Officer / Bosun	
31.	Recover the arms to its stowed position.	Chief Officer / Bosun	
32.	<b>To RECOVER THE LIFE BOAT follow the following sequence</b>	Chief Officer / Bosun	
33.	Hang the slingers on both sides of the boat upon the hooks of the fall block separately and at the same time put the release hook of the boat to its home position.	Chief Engineer	
34.	Control the remote button for the winch "wind up", the lifeboat will be hoisted, as soon as the boat is hoisted to its setting position release the button to hold the lifeboat.	Chief Engineer	
35.	Operate the remote button of the oil cylinders "pull in"; the davit arm turn into inboard position and the lifeboat enters into the ramp.	Chief Engineer	
36.	After the lifeboat is at stowed position, release button, then hang on the release hook unit.	Chief Engineer	
37.	Operate the remote button of the oil cylinders "pull in" till the davit arms recover to its original position.	Chief Engineer	
38.	Separate the slingers of lifeboat from the hook and put the slingers into the slinger box.	Chief Officer / Bosun	
39.	Control the button for the winch "wind up" to recover the fall block to its stowed position.	Chief Officer / Bosun	
40.	Cut off the power of the electric motor of the hydraulic station, and the ship sails normally.	Chief Engineer	
41.	<b>In case of SIMULATED LAUNCH follow the following sequence,</b>		
42.	Check equipment and to ensure that all components of the lifeboat and launching appliance are in good operation condition;	Chief Officer / Bosun	
43.	Establish and maintain good communication between the assigned operating crew and the responsible person.;	Chief Officer / Bosun	
44.	Ensure the lashing unit and aux. lashing unit are connected to the lifeboat correctly;	Chief Officer / Bosun	
45.	Participating crew board the lifeboat and fasten their seatbelts under the supervision of the responsible person;	Chief Officer / Bosun	
46.	All crew, except the assigned operating crew, disembark the lifeboat. The assigned operation crew fully prepares the lifeboat for free-fall launching and secures themselves in their seats for the release operation.	Chief Officer / Bosun	
47.	The assigned operating crew activates the release mechanism when instructed by the responsible person. Ensure that the release mechanism operates satisfactorily and the lifeboat travels down the ramp to the distance specified in the manufacture's instructions;	Chief Officer / Bosun	
48.	Recovery the lifeboat to its stowed position;	Chief Officer / Bosun	
49.	Repeat procedure from item 47, using the back-up release mechanism when applicable.	Chief Officer / Bosun	
50.	The assigned operating crew disembarks the lifeboat.	Chief Officer / Bosun	
51.	When the test is over, the operating crew operate the hydraulic winch to recover the lifeboat to its stowed position and ensure that the free-fall release mechanism is fully and correctly engaged.	Chief Officer / Bosun	
52.	Report to the Office.	Master	
<b>B.</b>	<b>Other</b>		