



**Coast Guard Sector Los Angeles – Long Beach**

# **Vessel Agent Handbook**

Revised: 01May2024

This publication is provided in continuing partnership with Vessel Agents in the Sector Los Angeles – Long Beach Area of Responsibility.

It is not intended nor guaranteed to be all-inclusive, completely up-to-date, nor definitive.

Where applicable, it is strongly advised to reference current federal regulations at:

<http://www.ecfr.gov>.

# Contents

<b>CONTACT INFORMATION.....</b>	<b>3</b>
<b>PORT STATE INFORMATION EXCHANGE SYSTEM (PSIX) .....</b>	<b>5</b>
<b>NOTICE OF ARRIVAL (NOA) AND DEPARTURE (NOD).....</b>	<b>5</b>
<b>HOW A NOTICE OF ARRIVAL (NOA) IS PROCESSED.....</b>	<b>8</b>
<b>INCOMPLETE NOTICE OF ARRIVALS.....</b>	<b>8</b>
<b>REQUIRED TESTS AND DRILLS PRIOR TO ENTERING PORT .....</b>	<b>8</b>
<b>REPORTING NON-OPERATING NAVIGATION EQUIPMENT.....</b>	<b>9</b>
<b>ANCHORING/MOORING/ANCHORAGE PERMITS.....</b>	<b>10</b>
<b>REPORTING OF HAZARDOUS CONDITIONS.....</b>	<b>11</b>
<b>MARINE CASUALTIES.....</b>	<b>12</b>
<b>REPORTING OIL SPILLS.....</b>	<b>13</b>
<b>EXPLOSIVE HANDLING PERMITS .....</b>	<b>14</b>
<b>ANNUAL OR PERIODIC CERTIFICATE OF COMPLIANCE (COC) EXAM - PASSENGER VESSELS .....</b>	<b>15</b>
<b>INITIAL, ANNUAL, OR RENEWAL COC EXAM - TANKSHIPS.....</b>	<b>16</b>
<b>SECURITY ZONES FOR PASSENGER VESSELS.....</b>	<b>18</b>
<b>SECURITY ZONES FOR LIQUEFIED HAZARDOUS GAS (LHG) TANK VESSELS.....</b>	<b>19</b>
<b>REPORTING OF SUSPICIOUS ACTIVITY.....</b>	<b>19</b>
<b>CONDITION OF ENTRY (COE) REQUIREMENTS .....</b>	<b>20</b>
<b>FORCE MAJEURE.....</b>	<b>20</b>
<b>HULL CLEANING.....</b>	<b>21</b>

## **CONTACT INFORMATION**

### **PRIMARY POINT OF CONTACT – MONDAY – FRIDAY (07:30-15:30)**

<b>Department</b>	<b>Phone</b>	<b>Email</b>
Inspections - Port State Control	(310) 521-3705	<a href="mailto:lalbpssc@uscg.mil">lalbpssc@uscg.mil</a>

### **EMERGENCY / AFTER HOURS POINTS OF CONTACT**

<b>Department</b>	<b>Phone</b>	<b>Email</b>
Sector Command Center <i>*Primary After Hours POC</i>	(310) 521-3801	<a href="mailto:lalbcommandcenter@uscg.mil">lalbcommandcenter@uscg.mil</a>
Port State Control Duty Officer	(310) 508-4520	<a href="mailto:lalbpssc@uscg.mil">lalbpssc@uscg.mil</a>
Port State Control Duty Dispatch	(310) 467-1541	<a href="mailto:lalbpssc@uscg.mil">lalbpssc@uscg.mil</a>

### **OTHER POINTS OF CONTACT – MONDAY – FRIDAY (07:30-15:30)**

<b>Department</b>	<b>Phone</b>	<b>Email</b>
Inspections – Domestic	(310) 521-3725	<a href="mailto:lalbinsp@uscg.mil">lalbinsp@uscg.mil</a>
Investigations	(310) 521-3770	<a href="mailto:seclalb@uscg.mil">seclalb@uscg.mil</a>
Waterways Management	(310) 521-3860	<a href="mailto:d11-smb-sectorlalb-wwm@uscg.mil">d11-smb-sectorlalb-wwm@uscg.mil</a>
Facility Inspections	(310) 521-3745	<a href="mailto:sectorlalbfac@uscg.mil">sectorlalbfac@uscg.mil</a>
VTS / Marine Exchange	(310) 832-6411	<a href="mailto:traffic@mxsocial.org">traffic@mxsocial.org</a>

## **CONTACT INFORMATION (cont.)**

<b>Certificate of Financial Responsibility (COFR)</b> <b>National Pollution Fund Center</b> (Mon-Fri 7:00am-4:30pm EST)	
Phone:	(202) 795-6130
Fax	(202) 795-6123
Web site	<a href="https://npfc.uscg.mil/cofr/">https://npfc.uscg.mil/cofr/</a>

<b>National Vessel Documentation Center</b> (Mon, Tue, Wed, Fri 9:00am-3:00pm EST)	
Phone:	(800) 779-8362 (304) 271-2400
Web site	<a href="https://www.uscg.mil/nvdc/">https://www.uscg.mil/nvdc/</a>

<b>National Response Center (spills and security incidents)</b>	
Phone:	(800) 424-8802
Web site:	<a href="http://nrc.uscg.mil/">http://nrc.uscg.mil/</a>

<b>Vessel Response Plans</b>	
VRP Help Desk:	(202) 372-1005
Web site	<a href="https://homeport.uscg.mil/missions/vrp-status-board">https://homeport.uscg.mil/missions/vrp-status-board</a>

<b>California Air Resource Board</b>	
Phone:	(279) 208-7467 (279)208-7190
Web site	<a href="https://ww2.arb.ca.gov">https://ww2.arb.ca.gov</a>

<b>Vessel Inspection User Fees</b> (Mon-Fri 8:00am-5:00pm EST)	
Status Inquiries Phone:	(757) 523-6700
Web site	<a href="https://www.uscg.mil/fincen/">https://www.uscg.mil/fincen/</a>

## **PORT STATE INFORMATION EXCHANGE SYSTEM (PSIX)**

PSIX is a database run by the Coast Guard that provides interested parties with commercial vessel information and can be accessed via Internet at <https://cgmix.uscg.mil/psix> .

The information contained in PSIX represents a snapshot of data compiled within the MISLE database. Information on open cases or cases pending further action is non-releasable information and is excluded from the PSIX system.

In addition, the Paris and Tokyo MOU's operate separate databases that can be useful in determining information about a vessel arriving to a U.S. Port for the first time. Access is free to both sites. For information from the Paris MOU, you must register to receive your user ID and password. This website can be accessed at <http://www.equasis.org/>. The Tokyo MOU does not require registration and can be accessed at <http://www.tokyo-mou.org>.

## **NOTICE OF ARRIVAL / DEPARTURE (NOAD)**

The following tables are provided to help determine timelines to submit advance notice of arrival and departure. For full details on applicability see: [33 CFR Part 160 Subpart C](#)

**Times for submitting NOAs are as follows:**

<b>If your voyage time is—</b>	<b>Then you must submit an NOA —</b>
(i) 96 hours or more; or	At least 96 hours before arriving at the port or place of destination; or
(ii) Less than 96 hours	Before departure but at least 24 hours before arriving at the port or place of destination.

**Times for submitting updates to NOAs are as follows:**

<b>If your remaining voyage time is—</b>	<b>Then you must submit updates to an NOA—</b>
(i) 96 hours or more;	As soon as practicable, but at least 24 hours before arriving at the port or place of destination;
(ii) Less than 96 hours but not less than 24 hours; or	As soon as practicable, but at least 24 hours before arriving at the port or place of destination; or
(iii) Less than 24 hours	As soon as practicable, but at least 12 hours before arriving at the port or place of destination.

Note: Port or place of destination means any port or place in which a vessel is bound to anchor or moor.

## **NOTICE OF ARRIVAL / DEPARTURE (cont.)**

**Specific reporting requirements for vessels operating in the Pacific Area Lightering (PAL) area:**

Minimum notifications of 24 hours are required for vessels transiting from the PAL area in Sector San Diego to the Sector Los Angeles – Long Beach. Since the vessel will transit from one Captain of the Port zone to another Captain of the Port zone, two separate NOAs are required.

*Operating exclusively within a single Captain of the Port zone* refers to vessel movements within the boundaries of a single COTP zone, e.g., from one dock to another, one berth to another, one anchorage to another, or any combination of such transits.

### **Methods for submitting an NOA:**

Vessel arrivals are required by regulation to be submitted to the National Vessel Movement Center (NVMC) via one of the methods prescribed in the following table. More information on the system, including online forms, can be found on the Coast Guard's National Vessel Movement Center website at <http://www.nvmc.uscg.gov>.

<b><u>Methods &amp; associated processes for submitting a NOA</u></b>	
<b>Method</b>	<b>Process for Submitting an NOA</b>
<b>Telephone</b>	1-800-708-9823 1-304-264-2502 For a vessel in an area without internet access or when experiencing technical difficulties with an onboard computer and no shore-side support is available, the vessel operator may fax or phone an initial NOA, or update thereof, to the NVMC.
<b>E-Mail*</b>	Via emailed submission of the applicable NVMC published workbook located at <a href="http://www.nvmc.uscg.gov">www.nvmc.uscg.gov</a> under the “Downloads” tab, and found by clicking “NOA Workbook” in the menu to the left, sent to <a href="mailto:enoad@nvmc.uscg.gov">enoad@nvmc.uscg.gov</a> .  *The Notice of Arrival/Departure (NOA) online form must be used to ensure proper receipt of arrival information. The NVMC will not accept or process NOA submissions that contain NOA information as text within the body of emails, or attachments of scanned documents. A successful transmission of an emailed NOA will generate an automatic reply email confirming receipt.
<b>e-NOA</b>	Submitters utilizing this product may submit their NOA online at <a href="https://enoad.nvmc.uscg.gov">https://enoad.nvmc.uscg.gov</a> by using the built-in submit functionality or by emailing it to <a href="mailto:enoad@nvmc.uscg.gov">enoad@nvmc.uscg.gov</a> .

## **HOW A NOTICE OF ARRIVAL (NOA) IS PROCESSED**

---

After receipt, the NOA is reviewed to determine any necessary actions. Some common actions include: Safety and Security examinations, Letters of Deviation (LOD), Certificate of Compliance (COC) Examinations or Captain of the Port (COTP) Orders. The dispatcher will notify the point of contact listed on the NOA via email or phone to coordinate any necessary action.

A combination of the above actions may be conducted depending on the priority assigned to the vessel. A vessel may be delayed from entering port if it is determined that it must be boarded at sea. It is imperative that the vessel's estimated times of arrival (ETA) and departure (ETD) are accurate. A vessel may update an existing NOA to make schedule changes. Bear in mind that multiple updates to a NOA may delay the validation process.

## **INCOMPLETE NOTICE OF ARRIVALS**

---

**Failure to comply with Notice of Arrival requirements in accordance with 33 CFR Part 160 Subpart C will subject the crew and operator to a civil penalty under 46 U.S.C. 70119 and the vessel to control action under 33 U.S.C. 70002.**

## **REQUIRED TESTS AND DRILLS PRIOR TO ENTERING PORT**

---

**PRE-ARRIVAL TESTS, 33 CFR 164.25**: The tests listed in [§164.25](#) are required to be conducted no more than twelve (12) hours prior to entering U.S. navigable waters and logged in the vessel's logbook.

**EMERGENCY STEERING DRILL, 33 CFR 164.25(d)**: An emergency steering drill must be conducted within 48 hours prior to entry and logged in the vessel's logbook, unless the drill is conducted and logged on a regular basis at least once every three months. This drill must have a separate log entry from the equipment test unless the drill is part of the 12-hour pre-arrival check-off list.



## **REPORTING NON-OPERATING NAVIGATION EQUIPMENT**

**REFERENCE:** Reporting Non-Operating Equipment [33 CFR 164.53](#)

**POLICY:** Upon receiving a *written* request, the COTP *may* authorize a deviation from a specific rule in [33 CFR Part 164](#) in the form of a Letter of Deviation (LOD).

If the vessel's automatic identification system (AIS) radar, radio navigation receivers, gyrocompass, echo depth sounding device, or primary steering gear stops operating properly, the person directing the movement of the vessel must report or cause to be reported that it is not operating properly to the nearest Captain of the Port, District Commander, or, if participating in a Vessel Traffic Service, to the Vessel Traffic Center, as soon as possible.

LODs are issued only for equipment identified in 33 CFR 164 due to the COTP placing certain restrictions or provisions on vessels when any of the listed equipment is inoperative.

An LOD is not a detention; however, the vessel must request permission to move within or depart the port if the equipment is not repaired.

If equipment becomes inoperable during a voyage, a report to the COTP must be submitted prior to arrival.

### **RESTRICTIONS THAT MAY BE PLACED ON A VESSEL'S OPERATION:**

During the voyage, a second licensed officer is required on the bridge to assist in navigation.

Transit during daylight hours only / at least two to three (2-3) miles of visibility.

Must have assist tugs capable of maintaining positive control of a vessel during the inbound transit from 3 miles seaward of the federal breakwater to berth or anchorage.

An escort vessel must be independent of tug escort duties and be equipped with a fully functioning 2 mile range radar, an operator with a radar observer endorsement, and be monitoring VHF channels 12, 13, 14, 16, and 73.

The pilot must agree that the vessel can be safely navigated with the magnetic compass and the existing deviation table.

Transiting at slowest safe speed to anchorage or berth.

A Portable Pilot Unit (PPU) must be on board the vessel, or an escort vessel with an active AIS system is required.

Prior to the inbound transit, the vessel must verify that the under keel clearances meet the Harbor Safety Plan requirements for the entire transit by comparing current draft with charted trackline depths.

The steering gear room must be manned by a licensed engineer with three means of communication: telephone, talkback system and handheld radio with a spare battery.

## **REPORTING NON-OPERATING NAVIGATION EQUIPMENT (cont.)**

---

### **VERIFICATION OF REPAIRS**

LODs may be cleared by one of two methods:

1. On board verification of repairs by Coast Guard personnel, vessel's flag administrator, or an authorized surveyor acting on behalf of the flag administration.
2. Independent third-party verification by a repair technician with written report. Examples include a copy of the servicing report, an invoice, or a statement on company letterhead.

After verification that repairs have been made, the agent of the vessel will be notified that the vessel may depart. Since the vessel was not detained and because the LOD expired upon arrival at the destination, there is no formal release letter.

### **ANCHORING/MOORING/ANCHORAGE PERMITS**

---

**OPERATOR RESPONSIBILITY:** It is the operator's responsibility to take all necessary measures to ensure that a vessel does not drag anchor and endanger nearby vessels or facilities.

**ANCHORING REGULATIONS:** Vessels anchoring in the Los Angeles – Long Beach COTP Zone are subject to the following requirements:

33 CFR 110.214: Los Angeles and Long Beach Harbors, California

Harbor Safety Plan for the Ports of Los Angeles and Long Beach, Chapter IV, Anchorages.

#### **GENERAL ANCHORING GUIDELINES OUTSIDE THE FEDERAL BREAKWATER**

1. Vessel Traffic Service (VTS) manages and monitors the anchorages outside the federal breakwater. (6 in the "Golf" area, 16 in the "Foxtrot" area, and 3 in the "South Foxtrot" area.
2. Any vessel desiring to use one of these anchorages must advise VTS on VHF-FM Channel 14 and be assigned an anchorage by the VTS.
3. VTS will not provide shoreside radar direction during anchoring. However, VTS will offer, on request, latitude and longitude, or ranges and bearings from either the Los Angeles Light or Long Beach Light to the center of a particular anchorage site.
4. Vessels do not require tug assistance or a pilot to anchor outside the federal breakwater.
5. VTS will not assign an anchorage in the first row of sites closest to the breakwater (G-1 through G-3 and F-1 to F-4) to tankers or vessels exceeding 200m length overall.
6. VTS may reduce anchorage capacity due to storms, during winter weather months, and/or other significant reasons to space the ships out for safety.

#### **GENERAL ANCHORING GUIDELINES INSIDE THE FEDERAL BREAKWATER**

1. Currently the POLB has the following anchorages available inside the breakwater: 12 in the “Bravo” area; 2 in the “Charlie” area; 9 in the “Delta” area; and 5 in the “Echo” area. Jacobsen Pilot Service (JPS) manages and monitors these anchorages for the POLB, in partnership with the USCG. The exact boundary separating the Port of Long Beach from the Port of Los Angeles is published in local Port Tariffs.

2. Laden tankers and all vessels with a draft of 15.2m (50 feet) or greater anchoring within the federal breakwater will use at least one tug to ensure proper placement of the anchor and chain, as well as to assist in turning the vessel at the anchorage site. All other commercial vessels will use tug assistance as determined by the master and pilot.

No vessel may anchor anywhere else within Los Angeles or Long Beach harbors for more than 10 consecutive days unless extended anchorage permission is obtained from the Captain of the Port. In determining whether extended anchorage permission will be granted, consideration will be given, but not necessarily limited to: the current and anticipated demands for anchorage space within the harbor, the requested duration, the condition of the vessel, and the reason for the request.

Except with the prior approval of the Captain of the Port, or, in the case of an emergency, with approval of the Captain of the Port immediately subsequent to anchoring, no commercial vessel greater than 1,600 gross tons may anchor in Los Angeles – Long Beach Harbor unless it maintains the capability to get underway within 30 minutes. Any vessel unable to meet this requirement must immediately notify the Captain of the Port and make arrangements for an adequate number of tugs to respond to the vessel within 30 minutes notice.

## **REPORTING OF HAZARDOUS CONDITIONS**

---

The following notifications may be made 24 hours a day by calling the appropriate number(s) listed in the CONTACT INFORMATION section. In addition, reports may be made by contacting the Coast Guard on VHF Channel 16.

### **Notice of Hazardous Conditions ([33 CFR 160.216](#)):**

Whenever there is a hazardous condition either on board a vessel or caused by a vessel or its operation, the owner, agent, master, operator, or person in charge must immediately notify the nearest Coast Guard Sector Office or Group Office, and in addition submit any report required by [46 CFR 4.05-10](#).

“**Hazardous condition**” is defined in [33 CFR 160.202](#) as any condition that may adversely affect the safety of any vessel, bridge, structure, or shore area or the environmental quality of any port, harbor, or navigable waterway of the United States. It may, but need not, involve collision, allision, fire, explosion, grounding, leaking, damage, injury or illness of a person aboard, or manning-shortage.

### **Report of Accident to Aid to Navigation ([46 CFR 4.05-10](#)):**

Whenever a vessel collides with a buoy, or other aid to navigation under USCG jurisdiction, or is connected with any such collision, it shall be the duty of the person in charge of such vessel to report the accident to the nearest Officer in Charge, Marine Inspections. No report on Form CG-

2692 is required unless one or more of the results listed in 46 CFR 4.05-10 occurs.

## **MARINE CASUALTIES**

---

Federal Law (46 U.S.C. 6101) requires the owner, agent, Master, or person-in-charge of vessels involved in a marine casualty (See the table on page 12) to give notice to the nearest Coast Guard Sector as soon as immediate safety concerns are addressed. If the vessel remains in U. S. waters, voyage records shall be retained for a minimum of 30 days; if the vessel departs U. S. waters, the voyage records must be retained for at least 30 days after the return of the vessel to a U. S. port.

In addition to the immediate notice, for casualties resulting in death or injury beyond first aid, a written report shall be made via Form CG-2692 within five (5) days following the incident. This report will provide sufficient details to allow an understanding of both the nature of the casualty and the circumstances or cause(s) thereof. Form CG-2692 can be found at:

<https://www.dcms.uscg.mil/Our-Organization/Assistant-Commandant-for-C4IT-CG-6/The-Office-of-Information-Management-CG-61/Forms-Management/CG-Forms/smdpage4081/8/>

Forms and reports in the Sector Los Angeles – Long Beach COTP Zone can be submitted electronically to Sector Los Angeles – Long Beach Command Center at:

[lalbcommandcenter@uscg.mil](mailto:lalbcommandcenter@uscg.mil)

If the marine casualty is determined to be a “serious marine incident” as defined by 46 CFR 4.03-2, additional information is required. Title 46 CFR 4.06 requires the marine employer to conduct chemical testing, no later than two hours for alcohol and no later than 32 hours for drugs, for all individuals directly involved in a serious marine incident. Form CG-2692-B must be submitted (in addition to CG-2692) outlining the results of the collected specimens. The owner, operator or representative of subject vessel is responsible for this testing. Please review 46 CFR 4.06 for further guidelines regarding this issue.

Questions concerning these regulations may be made to the Sector Los Angeles – Long Beach Investigations Office at 310-521-3770 between the hours of 7:30 AM and 4:00 PM, Monday through Friday. After normal business hours contact the Sector Los Angeles-Long Beach Command Center at 310-521-3801.

<b><u>What are Reportable Marine Casualties? From 46 CFR 4.05-1:</u></b>
An unintended grounding, or an unintended strike (allision with) a bridge or pier.
An unintended grounding or an intended strike of a bridge or pier that creates a hazard to navigation, the environment, or the safety of a vessel.
A loss of main propulsion, primary steering, or any associated component or control

system that reduces the maneuverability of the vessel.
An occurrence materially and adversely affecting the vessel's seaworthiness or fitness for service or route, including but not limited to fire, flooding, or failure of or damage to fixed fire-extinguishing systems, lifesaving equipment, auxiliary power-generating equipment, or bilge-pumping systems.
A loss of life.
An injury that requires professional medical treatment (treatment beyond first aid) and, if the person is engaged or employed on board a vessel in commercial service, that renders the individual unfit to perform his or her routine duties.
An occurrence causing property damage in excess of \$75,000, this damage including the cost of labor and material to restore the property to its condition before the occurrence, but not including the cost of salvage, cleaning, gas-freeing, dry docking or demurrage.
An occurrence involving significant harm to the environment as defined in §4.03-65.

<b><u>What are Serious Marine Incidents? From 46 CFR 4.03-2:</u></b>
One or more deaths.
An injury requiring professional medical treatment beyond first aid and, when the person is a crewmember, the injury renders person unfit to perform duties.
Damage to property in excess of \$200,000.
Actual or constructive total loss of an <u>inspected</u> vessel.
Actual or constructive total loss of <u>any</u> self propelled vessel of 100 or more gross tons.
Discharge of 10,000 or more gallons (239 bbls) of oil into navigable waters.
Discharge of a reportable quantity of a hazardous substance into navigable waters or the environment.

<b><u>Summary of Drug and Alcohol Testing Requirements</u></b>
Serious marine incidents (SMI), or a casualty or incident likely to become an SMI, require drug and alcohol testing by the marine employer (46 CFR 4.06-3 & 16.240)
Alcohol Test within 2 Hrs following incident, unless precluded by safety concerns directly related to the incident.
Drug Test within 32 Hrs following incident, unless precluded by safety concerns directly related to the incident.

## **REPORTING OIL SPILLS**

---

Sector Los Angeles – Long Beach will respond promptly to all reports of potential or actual discharges of oil or hazardous materials in U.S. navigable waters. Our main goal is to quickly eliminate sources of discharge and avoid further damage to the ecosystem. As required by law,

any oil or hazardous material discharge/release must be immediately reported to the National Response Center (NRC) at 800-424-8802.

**Procedures for the notice of discharge ([33 CFR 153.203](#)):**

Any person in charge of a vessel or an onshore or offshore facility shall, as soon as they have knowledge of any discharge of oil or a hazardous substance from such vessel or facility in violation of the Federal Water Pollution Control Act, immediately notify the NRC.

In the event that the NRC cannot be reached, report the spill to Sector Los-Angeles Long Beach Command Center at 310-521-3801.

Cleanup efforts for spilled products are required by law to be assumed by the “Responsible Party (RP)”; the response will be monitored or directed as needed by the Federal On-Scene Coordinator. If the RP takes improper or no action towards successfully cleaning/completing a discharge, the U.S. Coast Guard will assume/complete the cleanup efforts and will later bill the RP for all incurred cleanup cost.

<b><u>Contact information for oil spill reporting</u></b>	
<b>National Response Center</b>	(800) 424-8802 (202) 267-2675
Web site	<a href="http://www.nrc.uscg.mil/Default.aspx">http://www.nrc.uscg.mil/Default.aspx</a>
<b>Sector Los-Angeles Long Beach Command Center</b>	(310) 521-3801

## **EXPLOSIVE HANDLING PERMITS**

---

**APPLICABILITY:** Explosive Handling Permits are required to be submitted and approved by the COTP prior to loading, offloading, or handling the following products:

Any high explosive that is classed as a 1.1 or 1.2 in accordance with 49 CFR 173.50. The following Ammonium Nitrate products that are classed as a 5.1 in accordance with 49 CFR 173.12:

1. Ammonium Nitrate UN 1942, ammonium nitrate fertilizer containing more than 70 percent Ammonium Nitrate.
2. Ammonium Nitrate Fertilizer UN 2070, or division 1.5 compatibility group D Materials packaged in a paper bag, a burlap bag, or other non-rigid combustible packaging, or any rigid packaging with combustible inside packaging.
3. Any other ammonium nitrate or ammonium nitrate fertilizer not listed in 49 CFR 176.410 (a) or (b) except ammonium nitrate fertilizer, Class 9, UN 2071.

#### **GENERAL PERMIT REQUIREMENTS:**

1. An application to handle hazardous materials (CG-4260) must be properly completed and submitted by the Vessel and Terminal Owner/Operator to Sector LA–LB, at least 72 hours prior to handling of the products, for review and approval per 33 CFR 126.17 through 126.19.
2. A Dangerous Cargo Manifest, Stowage Plan, and Bill of Lading for the products must be submitted with the permit application to Sector LA–LB, ensuring vessel stowage is acceptable prior to any explosives/ammonium nitrate being handled in the port;
3. Prior to a vessel handling 1.1 or 1.2 explosives, a Coast Guard Explosive Handling Supervisory detail (EHS) will conduct an examination of the cargo, the facility, and the vessel to ensure all extra conditions and regulations are met. For 1.5 explosive and certain ammonium nitrate products such an exam may not be required.

**The CG Permit will be signed and returned to the Vessel and Terminal Owner/Operator by the COTP or representative. All conditions set forth by the COTP on the permit must be obeyed. Sector LA–LB shall be notified immediately of any changes in quantity, times, dates, or of any matters that might affect the safe handling of the cargo covered by the permit.**

## **ANNUAL OR PERIODIC CERTIFICATE OF COMPLIANCE (COC) EXAM - PASSENGER VESSELS**

---

### **A. Examination:**

There are three different types of foreign passenger vessel examinations: the initial examination, annual examination, and periodic examination. Each foreign passenger vessel embarking passengers from U.S. ports or carrying U.S. citizen passengers between ports must be examined at its first port of call in the United States and at least annually thereafter.

In addition to these annual exams, foreign passenger vessels must be reexamined periodically based on compliance history. A semi-annual examination is overdue when more than 7 months have passed since the annual COC examination. If a vessel operates on routes to several U.S. ports and under the jurisdiction of more than one OCMI, initial, annual, and periodic exams are not required by each office.

For vessels that are only making port calls or only disembarking passengers at U.S. ports during this return voyage, the Coast Guard will perform the required periodic examination when overdue at the first U.S. port of call.

#### **B. Scheduling COC Exams:**

The owner or operator must schedule the annual examination at least **30 days** prior to the desired inspection date. The Annual COC Exam should take approximately seven hours depending on the vessel size and number of PSCOs available, provided there are no major nonconformities.

The owner or operator must schedule the periodic examination at least **14 days** prior to the desired inspection date. The Periodic COC Exam should take approximately five hours depending on the vessel size and number of PSCOs available, provided there are no major nonconformities.

## **INITIAL, ANNUAL, OR RENEWAL CERTIFICATE OF COMPLIANCE (COC) EXAM - TANKSHIPS**

---

#### **A. Examination:**

A COC is issued to foreign tank vessels calling at ports or places in the United States. The purpose of this inspection is to ensure compliance with applicable safety provisions.

Foreign tank vessels transporting oil, chemicals and gas products must hold a valid COC issued by the U. S. Coast Guard in order to conduct operations within territorial waters. Along with the COC, a chemical tank vessel shall have an information sheet that lists the cargoes the vessel is prohibited from carrying in U. S. waters.



## **B. Cargo Operations permitted with an expired COC – Oil Tanker, Chemical, and Gas:**

Tankers with expired COCs must contact the OCMI/COTP prior to scheduling a cargo operation. Waivers or Temporary COCs to conduct cargo operations may be granted on case-by-case basis.

## **C. Scheduling COC Exams:**

Due to the complexity and risks involved with these inspections, at least seven day advance notice is required. All documents, including proof of payment, must be received at least **7 days** before the requested date.

## **D. Marine Chemist Certification of spaces containing Cargo Transfer Equipment:**

During COC examinations, a Marine Chemist must certify that the following compartments are “SAFE FOR WORKERS” prior to entry of Coast Guard personnel:

- a. Cargo pump room,
- b. Ballast pump room containing cargo pumps, or
- c. Compressor room on vessels carrying liquefied gas.

**All cargo transfer equipment listed in these spaces must remain secured** until the Coast Guard inspector has completed the exam. The Coast Guard inspector will notify the vessel master when this equipment can be restarted.

Upon being issued by the Marine Chemist and signed by the ship’s representative, the marine chemist certificate is valid for 24 hours if all conditions remain the same at the time the certificate was issued. The certificate should state the conditions under which the Marine Chemist should be consulted or recalled. The certificate should also list any conditions that must be maintained by the "competent person" to ensure validity of the certificate.

# **INITIAL, ANNUAL, OR RENEWAL CERTIFICATE OF COMPLIANCE (COC) EXAM – TANKSHIPS (cont.)**

---

## **E. User Fees:**

**Fee:** Foreign tank ships are issued a Certificate of Compliance, which is valid for two years. These tank ships are also examined annually, at which time the vessel’s COC is endorsed. The fee for each of these examinations is \$1,100.00 regardless of the size of vessel. Follow up visits necessary for corrections of deficiencies related to the above examinations are included in the fees established for COC examinations.

**Payment Procedure:** The fee may be paid by the vessel owner, the vessel operator, or some other designated vessel representative (e.g. the vessel’s agent); however, the primary responsibility for

payment of the fees resides with the vessel owner. Payment for the examination must be received before any examination services will be provided. Payment must be in the form of a check or money order, in U. S. currency drawn from a U. S. bank, and made payable to the U. S. Treasury.

If desired, vessel owners and operators may pay examination fees for several different vessels under the same transaction, provided that the vessel name and vessel identification number (VIN) of each vessel for which a payment is being made accompanies the payment. The vessel's name and the VIN must accompany all payments. Credit card, wire transfer, and check are the methods of payment for user fees.

For payment options, see <http://www.fincen.uscg.mil/VIF.htm>. Fees must be paid directly to the USCG Finance Center (FINCEN).

## **SECURITY ZONES FOR PASSENGER VESSELS**

---

### **33 CFR 165.1154, Security Zones; Cruise Ships, San Pedro Bay, California:**

(a) *Definition.* "Cruise ship" as used in this section means a passenger vessel, except for a ferry, over 100 feet in length, authorized to carry more than 12 passengers for hire; making voyages lasting more than 24 hours, any part of which is on the high seas; and for which passengers are embarked or disembarked in the Port of Los Angeles or Port of Long Beach.

(b) *Location.* The following areas are security zones: All navigable waters, extending from the surface to the sea floor, within a 100-yard radius around any cruise ship that is located within the San Pedro Bay area landward of the sea buoys bounding the port of Los Angeles or Port of Long Beach or designated anchorages within 3 nautical miles seaward of the Federal Breakwaters.

(c) *Regulations.* Under regulations in 33 CFR part 165, subpart D, a person or vessel may not entry into or remain in the security zones created by this section unless authorized by the Coast Guard Captain of the Port, Los Angeles—Long Beach (COTP) or a COTP designated representative.

(1) Persons desiring to transit these security zones may contact the COTP at telephone number (310) 521-3801 or on VHF-FM channel 16 (156.8 MHz) to seek permission to transit the area. If permission is granted, all persons and vessels must comply with the instructions of the Captain of the Port or his or her designated representative

## **SECURITY ZONES FOR PASSENGER VESSELS (cont.)**

---

(2) When a cruise ship approaches within 100 yards of a vessel that is moored, or anchored, the stationary vessel must stay moored or anchored while it remains within the cruise ship's security zone unless it is either ordered by, or given permission from, the COTP Los Angeles-Long Beach to do otherwise.

(d) *Authority.* In addition to 33 U.S.C. 1231 and 50 U.S.C. 191, the authority for this section includes 33 U.S.C. 1226.

(e) *Enforcement.* The U.S. Coast Guard may be assisted in the patrol and enforcement of the security zone by the Los Angeles Port Police and the Long Beach Police Department.

### **33 CFR 165.1157, Security Zones; Cruise Ships, Santa Barbara, California:**

(a) *Location.* The following areas are security zones: All navigable waters, from the surface to the sea floor within a 100-yard radius of any cruise ship located within 3 nautical miles of the Santa Barbara Harbor Breakwater Light (Light List Number 3750; 34-24-17.364 N, 119-41-16.260W).

(b) *Definition.* “Cruise ship” as used in this section means any vessel, except for a ferry, over 100 feet in length, authorized to carry more than 12 passengers for hire; making voyages lasting more than 24 hours, any part of which is on the high seas; and for which passengers are embarked or disembarked in the U.S. or its territories.

(c) *Regulations.* (1) Under general security zone regulations in subpart D, entry into or remaining in the zones described in paragraph (a) of this section is prohibited unless authorized by the Coast Guard Captain of the Port (COTP) Los Angeles—Long Beach (LA-LB), or a designated representative of COTP LA-LB.

(2) Persons desiring to transit the area of the security zone may contact the COTP LA-LB at telephone number 1-310-521-3801 or on VHF-FM channel 16 (156.800 MHz) to seek permission to transit the area. If permission is granted, all persons and vessels must comply with the instructions of the Captain of the Port, or his designated representative.

## **SECURITY ZONES FOR LIQUEFIED HAZARDOUS GAS (LHG) TANK VESSELS**

---

### **33 CFR 165.1151, Security Zones; liquefied hazardous gas tank vessels, San Pedro Bay, California:**

The Coast Guard has established security zones around and under all liquefied hazardous gas (LHG) vessels located in the ports of Los Angeles and Long Beach. These security zones are needed for national security reasons to protect the public and ports. Entry will be prohibited unless authorized by the Captain of the Port Los Angeles-Long Beach.

## **REPORTING OF SUSPICIOUS ACTIVITY**

---

### **Maritime Transportation Security Act (MTSA)**

#### **33 CFR 101.305, Reporting:**

An owner or operator required to have a security plan under part 104, 105, or 106 of 33 CFR Subchapter H shall, without delay, report activities that may result in a transportation security incident, including breaches of security or suspicious activity, to the National Response Center at the following phone number: 1-800-424-8802 or direct phone at 202-267-2675.

#### **Reporting of Suspicious Activity for Non-MTSA Regulated Vessels or Facilities**

“If You See Something, Say Something” is a national campaign that raises public awareness of the indicators of terrorism and terrorism-related crime, as well as the importance of reporting suspicious activity to state and local law enforcement. This includes, but not limited to:

- **Unusual items or situations:** a vehicle is parked or a vessel moored in an odd location, unattended package, open window or door that is usually closed
- **Eliciting information:** person questions individuals at a level beyond curiosity

- **Observation / surveillance:** someone pays unusual attention to facilities or vessels (Some of these activities could be innocent- it's up to law enforcement to determine whether the behavior warrants investigation)

To report suspicious activity, contact your local law enforcement agency. Describe specifically what you observed, including:

- **Who** or **what** you saw;
- **When** you saw it;
- **Where** it occurred and;
- **Why** it's suspicious.

If there is an emergency, call 9-1-1.

## **CONDITION OF ENTRY (COE) REQUIREMENTS**

---

All vessels arriving that visited the countries not maintaining effective anti-terrorism measures during their last five port calls must take special actions as a condition of entry into U.S. ports. Contact the OCMI/COTP for clarification.

## **FORCE MAJEURE**

---

**General:** Force Majeure is a doctrine of international law, which confers limited legal immunity upon vessels that are forced to seek refuge or repairs within the jurisdiction of another nation due to uncontrollable external forces or conditions. This limited immunity prohibits coastal state enforcement of its laws that were breached due to the vessel's entry under force majeure.

**Definition:** Emergency entry, or force majeure, is defined as an overwhelming force or condition of such severity that it threatens loss of the vessel, cargo or crew unless immediate corrective action is taken. Force majeure is based upon the historical premise in international law that, if a vessel is compelled to move into the waters of a foreign state by some uncontrolled external force, then the vessel should be excused from compliance with domestic laws, which prohibit such entry.

**Burden of proof:** The burden of proof that a vessel has a valid claim of force majeure rests with the vessel, its master and owner. A claim of force majeure is supported only by the existence of overwhelming conditions or forces of such magnitude (e.g. severe storm, fire, disablement, mutiny) that they threaten the loss of the vessel, crew, or cargo unless immediate corrective action is taken. Conversely, an invalid claim of force majeure has no effect on the authority of the coastal state to take all appropriate law enforcement action against an entering vessel.

**COTP Authority:** Each Coast Guard COTP, and the district commander, has the authority to

verify and then accept or reject claims of force majeure for the purpose of enforcing applicable laws. Even if a vessel exhibits a valid force majeure claim, the COTP may nevertheless take action to remove a hazard to life or property under the authority of the Ports and Waterways Safety Act (33 USC 1221, et seq.). For example, in the event of fire, flooding, or collision damage which may affect the safety of a vessel or its cargo the COTP would ascertain the condition of the vessel, determine the existence of any hazard to the port, and make any COTP order consistent with the right of entry under force majeure and the protection of the port. The COTP may direct the vessel to a specific location and not to the port of their choice. However, once a force majeure claim has been validated, the Coast Guard alone is the Federal agency responsible for granting or denying vessel entry. **CONDITION OF ENTRY (COE) REQUIREMENTS**

All vessels arriving that visited the countries not maintaining effective anti-terrorism measures during their last five port calls must take special actions as a condition of entry into U.S. ports. Contact the OCMI/COTP for clarification.

## **HULL CLEANING**

---

At the time of this document's publication, the USCG has no specific regulations concerning underwater hull cleaning while a vessel is in port.

A vessel intending to clean its hull or propeller(s) should do so in accordance with its Vessel General Permit issued by the EPA. Additionally, the California State Lands Commission should be contacted at 562-499-6312 or [http://www.slc.ca.gov/Misc\\_Pages/Contact.html](http://www.slc.ca.gov/Misc_Pages/Contact.html).