



**U.S. COAST GUARD**



**Homeland Security**

# EXPLOSIVE HANDLING SUPERVISOR JOB AID

<b>Vessel :</b>	<b>Facility:</b>
<b>Operation Date/Time:</b>	<b>Vessel Arrival: Departure:</b>
<b>Number of Containers:</b> onload <input type="checkbox"/> offload <input type="checkbox"/>	<b>Hazard Class/Division:</b>
<b>Agent/POC:</b>	<b>Explosive Arc Distance: IBD: PTR:</b>
<b>USCG EHS:</b>	<b>MISLE Activity #:</b>
<b>Unit:</b>	<b>COTP Permit #:</b>
<b>USCG Detail Member:</b>	<b>USCG Detail Member:</b>
<b>USCG Detail Member:</b>	<b>USCG Detail Member:</b>

# Explosive Handling Supervisor Job Aid

United States Coast Guard

Proper Shipping Name / Explosives Division	UN ID #	N.E.W.

***THE EXPLOSIVE HANDLING SUPERVISOR SHOULD UTILIZE THIS JOB AID DURING THE REVIEW AND SUPERVISION OF A HAZARDOUS MATERIAL HANDLING OPERATION***

Review Process & Explosive Load Out Packet Review/Prepare the following documents and include in Load Out Packet as required by COTP	Y	N
Vessel Critical Profile in MISLE (Safety/Security exam, DOC, open deficiencies) Verify applicable vessel documents in MISLE or request copies from vessel agent		
Facility History (Safety/Security exam, Open deficiencies)		
CG-4260 Application & Shipping Papers		
Establish Conditions on CG-4260		
Route Broadcast Notice to Mariners and Safety Zone paperwork (as appropriate based on local policy)		
Coordinate with Port Partners		
Verify presence of any other dangerous cargo on vessel/facility: 33 CFR 126.21(d)		
Explosive Arc Map (if required by COTP)		
Safety Data Sheet		
Review any Special Permits (if applicable)		

Form CG-4260	Y	N
To and From		
Proper shipping name, UN ID #, compatibility group		
Net Explosive Weight (N.E.W.)		
Stowage Location		
Vessel's name and Waterfront Facility location		
Name, Address, and Postal code of Owner & of Agent/shipper/carrier		
Date & Time of operation		
Authorized Vessel/Facility Representative: Date, Title, Signature		
Enter Exceptions / Conditions. Mark an "X" in the block "Approved with the Following Conditions"		

Shipping Papers	49 CFR	Y	N
Accurately prepared shipping papers	172.201		
Emergency Response POC #	172.201(d)		
Proper Description	172.202		
Additional Descriptions	172.203		
Shipper's Certification	172.204		
Packing Certificate	176.27		

CG form 835 shall be used to issue deficiencies observed during pre-operation examinations on the facility and vessel by the appropriately qualified representative of the COTP.

**\*Items that are not applicable to the operation may be marked as N/A**

<b>Dangerous Cargo Manifest</b>	<b>49 CFR</b>	<b>Y</b>	<b>N</b>
Vessel name & Official Number	176.30(a)(1)		
Vessel Nationality	176.30(a)(2)		
Proper shipping name(s), UN ID, Emergency phone #	176.30(a)(3)		
Quantity, description, & gross weight of package(s)	176.30(a)(4)		
Class, division, compatibility group	176.30(a)(5)		
Any additional information per 172.203	176.30(a)(6)		
Stowage location	176.30(a)(7)		
Signature & date certifying HAZMAT information matches all documents	176.30(b)		
Signature of Master	176.30(c)		
Located on bridge (or cargo office when in port)	176.30(a)		
On barges, on board & readily accessible	176.30(d)(3)		

<b>Vessel Inspection</b>	<b>49 CFR</b>	<b>Y</b>	<b>N</b>
Sufficient crew with proper HAZMAT training	176.13 176.180		
No welding permitted	176.54 176.164(c)		
Stowage and materials kept cool and dry, holds remain dry	176.116(b) 176.160		
No Radio or Radar Transmitter above 25 watts within 164ft. (7ft. If under 25 watts)	176.150(b)		
Designated smoking areas / No ignition sources	176.164(a) 176.182(f)		
No bunkering while (un)loading explosives	176.154		
Fire hose ready for immediate use that can reach entire area	176.164(b)		
Compartments containing Class 1 materials have a fixed fire extinguishing system Adjacent compartments have fixed fire extinguishing system or are accessible for firefighting	176.164(d)		
Outside of machinery space, two SCBAs and a power-operated fire pump.	176.164(e)		
Signals: Day: Bravo flag/ Night: All around fixed red light	176.176		
Mooring Lines	176.178(a)		
Mooring arrangements where vessel can be released quickly in an emergency Sufficient Crew	176.178(c) 176.180		
Towing wires, bow / stern (near water level, quick release)	176.178(b) and (c)		
Sufficient lighting	176.182(c)		
“No Smoking” signs posted near handling/stowage areas	176.182(f)(2)		
Lightning protection (barges & vessels w/out steel mast)	176.120		

Container Inspection	49 CFR	Y	N
Proper blocking & bracing	176.76(a)(2)		
Proper weight and balance	176.76(a)(7)		
Valid CSC Plate	176.172(a)		
Free of cargo residue / protrusions	176.172(a)(1)		
No dents > 0.75in.depth	176.172(a)(2)(i)		
No Cracks / dents in structural members	176.172(a)(2)(ii)		
No more than one splice in end rails / door headers	176.172(a)(2)(iii)		
No more than two splices in top / bottom side rail	176.172(a)(2)(iv)		
No splice in door sill / corner post	176.172(a)(2)(v)		
No inoperative door hardware	176.172(a)(2)(vi)		
Proper door seals / gaskets	176.172(a)(2)(vii)		
No distortion preventing alignment	176.172(a)(2)(viii)		
Structure serviceability statement	176.172(c)		

Cargo Segregation/Stowage	49 CFR	Y	N
Class 1 separate or away from any other HAZMAT	176.83(b)		
Stored more than one space away from any accommodation or machinery space IAW 176.116(e)	176.116(e)		
Stowed 20 ft. from heat / ignition source	176.138(b)		
Stowed 39 ft from bridge, accommodation spaces & lifesaving appliances	176.138(b)		
Segregation Table: within package / containment unit	176.144(a)		
Must not be stowed in outermost row	176.170(b)		
Stowed in lowest tier (On other than container ships with container deck fittings)	176.170(e)		

\* **NOTE:** There is no requirement to open every container to verify labeling and marking of packages. Internal inspection of containers with explosives should be based on local COTP policy.

Placarding	49 CFR	Y	N
No UN ID # displayed on placard (prohibited)	172.334(a)		
Represents HAZMAT being transported	172.502(a)(1)(ii)		
Conforms to 49 CFR Part 172, Subpart F	172.502(a)(1)(iii)		
Affixed to each end and each side	172.504(a)		
Applicable compatibility group letter displayed (Class 1)	172.504(g)		
Subsidiary placards (as appropriate)	172.505		
Durable, 30 day open weather exposure	172.519(a)(1)		

Labeling *	49 CFR	Y	N
Package/containment device labels specified for the material	172.400(a)		
Subsidiary, Division 6.1, PG I or II, labeled Poison or Poison Inhalation Hazard	172.402(e)(1)		
Label printed or affixed to package, near proper shipping name mark, if able / Primary & subsidiary labels displayed next to each other (within 6")/ Labels of contrasting color	172.406(a), (c), and (d)		
Durable, 30 day exposure	172.407(a)		

Marking *	49 CFR	Y	N
Proper shipping name / UNID #	172.301(a)		
In English / Durable	172.304(a)(1)		
Contrasting color	172.304(a)(2)		
Not obscured or confused by labels or attachments	172.304(a)(3), (4)		
Orientation marks, if required	172.312(2)		
Marked with EX-number or national stock number	172.320(a)		
No UN ID # (prohibited)	172.334(a)		

<b>Facility Inspection</b>	<b>33 CFR</b>	<b>Y</b>	<b>N</b>
Additional CDC security requirements	105.295		
Visitors/non-facility employees escorted at all times	105.295(a)(1)		
Proper vehicular controls	105.295(a)(2)		
Search unmonitored areas prior to vessel's arrival	105.295(a)(4)		
Provide alternate power for security and communication systems	105.295(a)(5)		
Facility security plan (FSP/ASP) is approved and up to date	105.120/105.140		
Facility Security Officer understands responsibility at MARSEC Levels 2/3	105.295(b)(1)&(c)(1)		
Proper fire extinguishing equipment & appliances	126.15(a)(1) & (2)		
Proper access controls & security measures	126.15(a)(6) & (7)		
No Smoking signage	126.15(a)(10)		
Free of rubbish / fire hazards	126.15(a)(11)		
Adequacy of equipment, materials, & standards	126.15(a)(12)		
Material handling equipment, trucks/vehicles IAW NFPA 307	126.15(a)(10)		
Alarm: siren / flashing light	126.16(b)		
No other HAZMAT on facility unless authorized by COTP	126.21(d)		
No Hotwork within 100 ft of explosives Hotwork IAW NFPA 51B	126.30(e) & (f)		
<b>Operational Supervision</b>	<b>49 CFR</b>	<b>Y</b>	<b>N</b>
All persons shall obey all orders given by supervisory detail	176.102(b)		
General loading and unloading procedures	176.104		
Responsible person present during entire operation	176.108(a)		
Responsible person inspected cargo-handling gear prior to use	176.108(c)		
Acceptable weather conditions	176.182(a)		
Smoking is prohibited, EXCEPT in authorized spaces	176.182(f)(1)		
No damaged, leaking or defective packages	176.156		
<b>Comments:</b>			