

Maritime Safety Administration of PRC

Report on Traffic Accidents in Inland Waters

To: _____

I, the master of M/V _____, hereby report that my vessel was involved in a marine accident that occurred at (time) _____ in (position) _____, and now submit this report attached with necessary papers and documents of _____ set(s).

_____ (Master signature)

_____ (Ship's stamp)

Date:

Instructions:

1. For the purpose of this report, “Ship’s Particulars” shall be filled in compliance with the *Ship Nationality Certificate of People’s Republic of China* held by the ship involved. Other information of the ship shall be referred whereas items of this part are not covered in the Nationality Certificate;
2. “Details of navigation and collision avoidance” shall be completed only if collision has occurred to the ship;
3. For “Sketch of the Accident”, fill in the weather information with ship’s actual measurement data at time of the accident;
4. All blanks in this report shall be completed. A slash (/) shall be drawn in the blank whereas relevant items can not be filled due to the lack or inadequacy of ship information;
5. The ship owner or operator shall complete the report whereas the crew involved in the accident can not fill out.

Ship's Particulars

Ship name		Nationality		Port of registry	
Ship owner/operator					
Address				Tel.	
Ship agent/charterer					
Address				Tel.	
Ship manager					
Address				Tel.	
Port of departure		Port of destination		Type of ship	
L.O.A	Molded breadth	Molded depth	Speed	Hull material	
GT	NT	IMO Number	DWT/allocation		
Date of build	Place of build			Passenger capacity	
Date of reconstruction	Place of reconstruction			Passenger limitation	
Type/quantity of cargo		Full draft		F: A:	
Draft at time of accident		Draft when arriving at this port		F: A:	
Min. stroke	Min. turning radius		Max. speed		
Power of main engine	Type of main engine		Number of cargo holds		
Radar	Type	Min. range	Bearing error	Distance error	
Type of GPS	Type/error of gyrocompass		Type/error of magnetic compass		
Officers on duty	Name	No. of Certificate	Range	Grade	Rank
Duty officer					
Duty engineer					

Details of Navigation and Collision Avoidance

The other ship	Ship name				Port of registry		
	Nationality		Type of ship		Hull material		
	Ship owner						
	Port of departure				Port of destination		
First sighting	Time		Distance		Bearing of other ship		
	Course of other ship		Speed of other ship		Speed of own ship		
	Position of own ship		Course of own ship		Position of captain		
	Method of observation						
	Communication method between two vessels						
	Lights/shapes of own ship						
	Lights/shapes of other ship						
Radar observing	Observer				Time of first sighting		
	Range		Distance		Bearing of first sighting		
Situation of both ships when sighting							
Action to prevent collision		Own ship			Other ship		
Time/distance to make avoidance		/			/		
First action to be taken							
Time/type of sounding blast							

Action to prevent collision afterward		Own ship		Other ship	
		Time	Action	Time	Action
Time/course/speed of changing					
Other actions and time					
VHF equipped or not		Auto bell recorder equipped or not	Auto course recorder equipped or not	VDR equipped or not	
Time of collision			Place of collision		
Part of collision	Own ship				
	Other ship				
True course of own ship when colliding					
Collision angle of both ships					
Actions taken by both ships after collision	Own ship				
	Other ship				
Salvage measures and actions					

Detailed Process of the Accident

Sketch of the Accident

Wind direction		Wind force		Wave direction/height	
Current direction		Current speed		Water level/Tide	
Visibility		Weather		Temperature	

Note: ship name, time, position, track and formation are required to be marked

Loss and Damage

	Person	Dead:	Missing:	Injured:
	Ship			
	Cargo			
	Other damage			
Loss and dama ge of own ship	Sketch of the damaged part of own ship:			
Loss and dama ge of other ship				