

SHIPBOARD ENGLISH for
Non-Native Speakers
(Worldwide)

KOBE
UNIVERSITY

Training Material: Pocket Booklet for Young Seafarers

Graduate School of Maritime Sciences 2009

SHIPBOARD ENGLISH for Non-Native Speakers (Worldwide)

"The Kobe Abridged SMCP"

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"SHIPBOARD ENGLISH..."has been brought together for non-native maritime students, more particularly those choosing a career as a deck officer. Authors have taken from the IMO Standard Marine Communication Phrases (SMCP).Our abridged version can readily be compared with the SMCP original. Indeed, most of the section titles have been kept in their entirety and the number system has been maintained throughout. Where words and sections have gone it means the terminology appears somewhere else. Our target throughout was to abridge the SMCP for seafarer use. But at the same time not lose a word from the original SMCP. Generally speaking, authors have broadly succeeded in that. Our Glossary of Maritime English is pulled direct from the SMCP itself. Here, authors endeavoured to isolate words which are uniquely maritime, and not in some way part of Basic English. Out of the full SMCP of 35,409

words authors have pulled 999 words as exclusively maritime in nature. The result is clear; Maritime English sails in a sea of Basic English.

This pocket booklet will help maritime students, those who are non-native speakers of English, to best get a convenient handle on the Language of the Sea. Finally, authors sincerely hope that this work will be useful to all young mariners, those who dream, one day, to become watch-keeping bridge officers.

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[Part I]

6.1 Osaka Bay Port Control: "How do you read me - over?"

6.1.1 M.V. Kobe: "I read you loud and clear!" ["You are breaking up."]

6.2 "Stand-by on VHF Channel 16"

6.2.1 "Standing by Channel 16"

6.3 "Change to Channel 14"

6.3.1 "Changing down to 14"

7 "My present speed is 14 knots - **mistake**.

Correction my present speed is 12 knots.

9.1 If very important: "Do not overtake -~~Repeat~~- do not overtake.

9.2 Not properly heard: "Say again, please."

10 Numbers

"One-five-zero" for 150 "Two decimal five" and "Two point five" for 2.5

Rudder angles and wheel orders: "Fifteen" for 15 or "Twenty" for 20

11.1 Latitude and Longitude are expressed in degrees and minutes (and decimals of a minute)

"**WARNING.** Dangerous wreck in position: 15 degrees 34 minutes north 061 degrees, 29 minutes west"

11.2 A bearing shall be in the 360 degrees notation (from True North)

"Your position bearing 137 degrees from Big Head lighthouse distance 2.4 miles.

12 "Pilot boat bearing 215 degrees, from you.

{Note: Vessels reporting their position should always quote their bearing FROM the mark, as described in 11.2.}

12.1 Relative bearings can be expressed in degrees relative to the vessel's head. More frequently this is from the port or starboard bow. Or, points off the bow (8 points for each of the ships quarters)

"Buoy 33 degrees off the port bow."

"Buoy 3 points off the port bow."

13 **Courses** Always expressed in 360 degree notation from north (true north, unless otherwise stated). Whether this is TO or FROM a mark can be stated.

14 **Distances** Expressed in nautical miles or cables (tenths of a nautical mile)

15 **Speed** expressed in knots, meaning speed through the water.

16 Time is in the 24 hour 'clock' [1600 hours, Local Time] If local time is used in port it should be clearly stated.

17 Place names, as seen on the chart and in the Sailing Directions.

Any doubt then latitude and longitude should be given.

18 Misunderstandings can occur in VTS communications, and have produced accidents. Such words as:

May

Do not say: "May I enter the fairway?"

Say: "QUESTION. Do I have permission to enter the fairway?"

Do not say: "You may enter the fairway."

Say: "ANSWER. You have permission to enter the fairway."

Might

Do not say: "I might enter the fairway."

Say: "INTENTION. I will enter the fairway."

Should

Do not say: "You should anchor in anchorage B3."

Say: "ADVICE. Anchor in anchorage B 3."

Could

Do not say: "You could be running into danger."

Say: "WARNING. You are running into danger."

CAN

Do not say: "Can I use the shallow draft fairway at this time?"

(The same applies to the word "may")

Say: "QUESTION. Do I have permission to use the shallow draft fairway at this time?"

(ABRIDGED) IMO STANDARD MARINE COMMUNICATION PHRASES

Part A A1/1 Fire / explosion

"I am MV(Motor Vessel)Kobe-Dangerous goods on deck. Our engine-room is on fire. The holds and superstructure are secure. The accommodation has breathing apparatus, foam extinguishers and CO2 Extinguishers. We are currently not under command and do require assistance."

.2 Flooding

"I am holed below the water line. Require pumps and a diver. We have a dangerous list to port and are in a critical condition. Flooding is not under control. Require escort, tug assistance."

.3 Collision

"Have collided with an unknown vessel, not a seamark (charted name). Cannot establish damage, nor repair, Can only proceed at Slow Speed.

.4 Grounding

"What part of your vessel is aground; forward,amidships, aft, full length?"

"I cannot establish which part is aground."

"Warning: uncharted rocks in vicinity of your position. Risk of grounding at low water.

Advise: dump your deck cargo to re-float. However, do not jettison IMO-Class Cargo. With a rising tide and weather improvement, your draft should decrease. It may be that you are beached?"

.5 List -Danger of Capsizing

"Dangerous list to starboard. We have been transferring cargo and shifting bunkers to stop listing. Now list is increasing, danger of capsizing."

.6 Sinking

"I am sinking. Please proceed to my assistance. What is your ETA at our distress position?"

.7 Disabled and adrift

"I am drifting at 3 knots to the South (cardinal point).

.8 Armed attack / Piracy

"I am under attack by pirates. I will require medical assistance and a military escort. I have some damage to my navigational equipment.

.10 Abandoning vessel

"The crew of M.V. Kobe must abandon this vessel."

.11 Person Overboard

"We have lost a man overboard. Can you please assist with a search in the vicinity of our position? We are maintaining a sharp lookout."

"ETA of aircraft is 1600. Can you continue the search until then? If you succeed in picking up your crew member report his condition, then resume with your voyage.

A1/1.2 Search and Rescue Communication

"Warning! Uncharted rocks and possibility of wartime mines!"

"What is your Maritime Mobile Service number (MMSI)? What is your current position, your present course and speed? The number of persons on board and any injured persons or casualties? Is your Emergency Position Indicating Radio Beacon (EPIRB) transmitting? Did you transmit a DSC (Digital Selective Calling) distress alert?"

"How many lifeboats/ liferafts (and with how many persons) will you launch?"

"What is the weather situation in your position?"

"Wind is from the NW Beaufort Force 4, visibility today is good. Yesterday was moderate to poor visibility with a smooth sea, rising moderate to rough. No high seas. The swell today is slight to moderate. The swell is predicted to be increasing throughout tomorrow, from the North."

.3 Performing/Coordinating SAR Operations

"I will act as On-scene Coordinator. I will show signals and lights. Can you proceed to distress position? Repeat your correct MAYDAY position. All search vessels are advised to proceed to that position. We will carry out a search pattern and begin a radar search. Vessel track numbers will be allocated. We will be adjusting intervals between vessels in nautical miles. We will lookout for persons in the water."

.4 Finishing with SAR operations

"Have you picked up survivors?"

"We have survivors, casualties in lifejackets. They are in bad condition; some are still in the boats. Sadly, there is no hope to rescue more persons. We will finish with SAR

operations at noon today.”

A1/1.3 Requesting Medical Assistance

"Yes, I have doctor on board. Can you make a rendezvous? Request a boat for hospital transfer, or otherwise a helicopter to pick up persons.”

A1/2.1 Technical Failure

"We have engine trouble and also with steering gear and the propeller shaft. I am manoeuvring with difficulty. Please, keep clear of me. Navigate with caution.”

.2 Cargo

"I have dangerous goods, IMO Class....One container on deck, some barrels, a few bags and a drum, potential radiation source. I require oil clearance assistance. Danger of pollution."

.3 Ice Damage

"I have developed stability problems, heavy icing. Request ice breaker assistance.”

A1/3.1 Meteorological and hydrological conditions

"The latest warning is as follows: gale (GW) or storm warning (SW): Wind, direction NW, Beaufort Force 5,increasing." [Hurricane Ishida or tropical cyclone / tornado / typhoon. Pressure measured in hectoPascals. Seas will vary greatly from smooth, through moderate to rough. The atmospheric pressure is derived from the barometer; steady /dropping (rapidly) or rising. Tsunami can be a massive,abnormal wave.]

.2 Restricted visibility

"Visibility is restricted by mist fog / dust / rain or falling snow. It can be increasing, decreasing or variable. (Measured in metres or nautical miles).

.3 Ice

"Ice Warning: area temporarily closed for navigation.Danger of icing. Thickness of ice is expected to increase.Floating icebergs (broken from pack) Passage only possible by high powered vessels of strong construction, or with ice-breaker assistance.

.4 Abnormal Tides

"My draft is 8 metres. Can I enter the fairway?"

"Abnormally low tides are expected, below datum, below prediction. The depth of water is insufficient at your position, due also to sea state and wind. Wait until high water."

A1/3.2 Navigational Warnings involving

.1 Land or Seamarks

Defects

"Charted buoys are unlit/ unreliable/ damaged /destroyed or missing”

Alterations

"Light-buoy and buoys (full characteristics) have been temporarily removed or discontinued."

New and Moved

"Buoy re-established in new position. Note: Fog signal inoperative."

.2 Drifting objects

"Unlit, derelict vessel adrift in vicinity (date, time and position, if known)"

.3 Electronic Navigational Aids

"GPS/GLONASS Satellite (number) unusable. Cancel notice one hour after time of restoration."

.4 Sea Bottom Characteristics, Wrecks

"Uncharted reef / rock / shoal / dangerous wreck or obstruction, all marked by a buoy. (Type, distance in kilometres or miles)."

5.1 Cable, Pipeline and Seismic / Hydrographic Operations

"Cable pipeline operations (by vessel) in vicinity Wide berth (if requested)."

"Seismic Survey vessel towing 300m seismic cable."

"Hazardous operations in area bounded by 12 degree North circle. Current meters and hydrographic instruments are moored in this area."

.5.2 Diving, Towing and Dredging Operations

(Warning: Diving and dredging operations.)

(Difficult tow from Kobe.)

.5.3 Tanker Transshipment

"I am an LNG or LPG tanker/LPG carrier leaking gas. Avoid passing to windward."

.5.4 Off-Shore Installations, Rig Moves

"Platform (name number, if available) established in new position."

.5.5 Defective Locks or Bridges

"Lock (name) defective. Avoid this area. No possibility for vessels to turn."

.5.6 Military Operations

"Warning: Gunnery / rocket firing / missile / torpedo / underwater ordnance exercises and mine clearing operations...."

.5.7 Fishery

"Small fishing boats in area-Fishing gear has fouled my propeller."

A1/3.3 Environmental Protection Communications

"Located oil spill in your wake. Accidental spillage of oil, extending (300m by 50m)"

"Oil clearance assistance requested. Floating booms, oil dispersants. Stay in vicinity of pollution and cooperate with oil clearance team."

"Located a vessel dumping chemical waste. Can you identify the polluter?"

A1/4 Embarking Disembarking Pilot

"Rig the pilot ladder on the port side. Place forward leese side 4 m above water."

"Pilot ladder found unsafe: loose steps, broken spreader. Boarding arrangements do not comply with SOLAS Regulations. Embarkation is not possible."

"Put lights on man ropes, a heaving line ready at the pilot ladder. Correct the list of the vessel. Steer 060 degrees to make a lee. Keep the sea on your port quarter."

"Make a boarding safe speed of 5 knots. Stop engine until pilot boat is clear. Put helm hard to port. Alter course to SE or the pilot boat cannot clear the vessel. Rig the accommodation ladder."

A1/4.3 Tug Request

"You must take a tug, in accordance to Port Regulations."

"In what position will the tug meet me? Must I use towing lines of my vessel?"

A1/5.1 Helicopter Operations

"Helicopter is on its way. Can I land on your deck?"

"I am making identification signals by smoke (buoy) searchlight, flags and a signalling lamp."

"I will use: hoist / rescue sling / rescue basket / rescue net/rescue litter/ rescue seat or double lift."

A1/5.2 Icebreaker

"I am fast in ice. I require icebreaker assistance."

.2 Ice Beaker Assistance for Convoy

"Proceed along the ice channel. Switch on bow and stern searchlight. Open water and light ice conditions ahead."

.3 Icebreaker in Close-Coupled Towing

"Stand-by for close coupled towing. Slack out your anchors under the hawse pipes. Pass heaving lines through the hawse pipes. Receive towing line on deck. Lash together the eyes of the towing line with manila lashings. Fasten towing line onto your bitts. I will start to draw your bow into the stern notch of the icebreaker. Stand-by for cutting the manila lashing, if necessary. Keep yourself in the centre plane of the icebreaker."

A1/6 Vessel Traffic Service (VTS) Standard Phrases

Message Markers (Examples)

"INSTRUCTION. Do not cross the fairway."

"ADVICE. Stand-by on VHF Channel sixteen."

"WARNING. Obstruction in the fairway."

"INFORMATION. I will overtake to the west of you."

"QUESTION. What is your present maximum draft?"

"ANSWER. My present maximum draft is zero seven metres

"REQUEST. I require two tugs."

"INTENTION. I will reduce my speed.

A1/6.1 Acquiring and Providing Routine Traffic Data

"What is the name of your vessel, call sign? What kind of vessel are you? Spell the name of your vessel. What is your nationality? From what direction are you approaching? What is your next port? "What is your maximum draft? Do you have any problem? You are constrained. We have the following restrictions: The maximum permitted draft is 5 m.

"My last port of call was Kobe. My ETA is 1600 hours. My ETD was 1400 hours. My draft forward 4 m, aft 4.5 m. I am not on an even keel. I am trimmed by the stern, My freeboard air draft is 5 m. The categories of DG are 3.1, 6 and 8 of IMDG code."

A1/6.2 Navigational Warnings

"Unlit derelict vessel adrift in your vicinity."

"Dangerous wreck obstruction located near your position. It is marked by buoy."

"Pipeline is leaking oil."

"Depth of water insufficient. All navigation closed in area."

.1.2 Navigational Information

"Current meters and hydrographic instruments are moored in position."

"Platform position (temporarily) changed and full characteristics have been (temporarily) removed. It is discontinued, inoperative. And will be re-established."

(Note: Only for major fog signal stations).

.1.3 Traffic Information

"Cable and pipeline operations by (vessel) in your vicinity."

"Gunnery / rocket firing / missile / torpedo / explosives

/underwater ordnance exercises in area bounded along a line joining the pier and the lighthouse."

"Salvage operations and seismic, hydrographic in operation, in conjunction with oil clearance.

"Hampered vessel in (position). Difficult tow from Kobe to Osaka. Not complying with traffic regulations. Vessel crossing traffic lane. Many fishing boats."

"Submarines operating in sea area. Surface vessels in attendance. The Traffic Lane of the TSS (Traffic Separation Scheme) has been suspended, discontinued. Traffic is diverted."

(Inshore Traffic Zone: A routing measure comprising a designated area between the

landward boundary of a TSS and the adjacent coast.)

.1.5 Hydrographic Information

"At present the tide is slack. A tide is predicted below datum. Abnormally low tides are expected at about Universal Time Coordinate (UTC) 1500."

"2 hours before high water the tide will turn, rising. Low water is 1.3 metres below high water, northerly tidal stream."

.1.6 Electronic Navigational Aids Information

"GPS Satellite (number) unusable.

"LORAN station (name number of master / secondary) off the air.

"RACON (name of station) in position." Cancel notice one hour after time of restoration.

.1.8 Meteorological information

"Wind is backing and veering, increasing. Wind is expected to further increase. Icing also expected."

.2.1 Request and Identification

"Yes, shore based radar assistance is available."

"My position was obtained by two means; GPS and cross-bearing. (If we can fix the ship's position by cross-bearing, we never attempt astronomical observations.) The course to reach me is 060 degrees.

"What range scale are you using?"

"You are leaving my radar screen. Not on the radar reference line (of the fairway). I have lost radar contact.

.2.2 Position

"The vessel is to the NE of you."

"Vessel has anchored at 6 cables to the SW obstructing your movements. She is swinging. Possibly dragging."

.2.3 Course

(Note: The user of this phrase should be fully aware of the implications of words such as "track", "heading" and "course made good.")

"Your track is parallel with the reference line (or diverging / converging from the reference line). You are steering a dangerous course. You are running into danger. Shallow water to the SW, submerged wreck."

"Course to make good is 120 degrees. Have you altered course?", "Risk of collision, vessel bearing 210 degrees, distance 3 miles.

.3 Traffic Organization Service

"Traffic clearance is required before entering. Do not enter the traffic lane. Proceed to

emergency anchorage. You must anchor until the pilot arrives.”

"You have anchored in the wrong position. You are obstructing the fairway traffic. Have your crew on stand-by for heaving up anchor. You have permission and traffic clearance has been granted. Do not pass the reporting point. Report at the next waypoint. The tide is with you.”

3.3 Arrival, Berthing and Departure

"Berthing has been delayed by 2 hours. Be ready to get underway, then."

"Move ahead 30m. Your vessel is in position now. Make fast."

3.4 Enforcement

"Are all your navigational instruments in operation?"

According to my radar, your course does not comply with Rule 10 of the COLREGS. Your actions will be reported to the Authorities. You are not complying with keeping to the correct traffic lane. You are approaching a prohibited fishing area. “

3.5 Avoiding Dangerous Situations, Providing Safe Movements

"You are approaching an obscured area. Approaching vessels acknowledge. Keep clear, Search & Rescue in progress. “

"You are running into danger. Your present course is too close to the vessel that you are overtaking.'

"You must wait for MV Kobe to cross ahead of you before getting underway and leaving the berth. “

3.6 Canal and Lock Operations

"You must drop back from the vessel ahead of you.

Await for lock clearance at the mooring. Join the convoy at 1200 UTC before entering the canal."

A1/6.3 Handing over to another VTS

"VTS I am unable to take over this target.

A1/6.4.2 Tug Services

"Tug services have been suspended until May 11th, 1400 UTC. Pilotage is compulsory."

"I do not accept shore-based navigational assistance. I am a holder of the Pilotage Exemption Certificate”.

“You are exempted from pilotage. You have permission to proceed by yourself.

Example of a Standard Distress Message

-THIS IS TWO-ONE-ONE-TWO-THREE-NINE-SIX-EIGHT-ZERO MOTOR VESSEL
"BIRTE" CALL SIGN DELTA ALPHA MIKE KILO
-POSITION SIX TWO DEGREES ONE ONE DECIMAL EIGHT MINUTES NORTH,
ZERO ZERO SEVEN DEGREES FOUR FOUR MINUTES EAST

- I AM ON FIRE AFTER EXPLOSION
- I REQUIRE FIRE FIGHTING ASSISTANCE
- SMOKE NOT TOXIC OVER

Example of Standard Urgency Message

PAN PAN PAN PAN PAN PAN

ALL STATIONS ALL STATIONS ALL STATIONS

-THIS IS TWO-ONE-ONE-TWO-THREE-NINE-SIX-EIGHT-ZERO MOTOR VESSEL
"BIRTE" CALL SIGN DELTA ALPHA MIKE KILO

-POSITION SIX TWO DEGREES ONE ONE DECIMAL EIGHT MINUTES NORTH
-ZERO ZERO SEVEN DEGREES FOUR FOUR MINUTES EAST

- I HAVE PROBLEMS WITH ENGINES
- I REQUIRE TUG ASSISTANCE OUT

Example of Standard Safety Message

SECURITE SECURITE SECURITE

ALL SHIPS ALL SHIPS ALL SHIPS IN AREA PETER REEF

-THIS IS TWO-ONE-ONE-TWO-THREE-NINE-SIX-EIGHT-ZERO MOTOR VESSEL
"BIRTE" CALL SIGN DELTA ALPHA MIKE KILO

- DANGEROUS WRECK LOCATED IN POSITION TWO NAUTICAL MILES SOUTH
OF PETER REEF OVER

A2 ON-BOARD COMMUNICATION PHRASES

A2/1 Standard Wheel Orders

When the officer of the watch requires a course to be steered by compass, the direction in which he wants the wheel turned should be stated followed by each numeral being said separately, including zero. When the vessel is steady on the course ordered, the helmsman is to call out "Steady on one eight two." The person giving the order should acknowledge the helmsman's reply. If it is desired to steer on a selected mark the helmsman should be ordered to "Keep the beacon on the port side."

"Midships - starboard five, ten, fifteen, twenty, twenty five. Hard a starboard. Nothing to port. Meet her. Steady. Ease to five." When the vessel is steady on that heading, the helmsman is to call out: "Steady on 040." Report if she does not answer the wheel. "Finished with wheel. No steering."

A2/2 Standard Engine Orders

Any engine order given should be repeated by the person operating the bridge telegraph(s) and the officer of the watch should ensure the order is carried out correctly and immediately. Engine-room personnel fully ready to manocuvre and bridge manned to relay engine orders. "Stand by Engine. Dead Slow Astern, Slow Astern, Half Astern,

Full Astern, Emergency Full Astern. Finished with Engines.”(Operation of engine no longer required.)

In vessels fitted with twin propellers the word "both" should be added to all orders affecting both shafts, e.g. "Full ahead both", and "Slow astern both", except that the words "Stop all engines" should be used, when appropriate. When required to use twin propellers independently, this should be indicated, i.e. "Full ahead starboard", "Half astern port", etc.

Where bow thrusters are used, the following orders are used "Bow thruster full" / "Half to port" / "Stern thruster full" / "Half to starboard" / "Bow thruster stop.

A2/3.1 Propulsion system

The engine is a diesel or turbine. Is the engine-room manned or is the engine on bridge control? How long does it take to change the engines from ahead to astern? How many seconds does it take to change the engines (from ahead to astern) or start the engine from stopped? Is extra power available in an emergency? Do you have a controllable or fixed pitch propeller? Do you have a right-hand or left-hand propeller? Do you have a single propeller or twin propellers? Do you have a bow thruster and a stern thruster? The maximum power ahead / astern is how many kilowatts. What are the maximum revolutions for ahead and astern? Do the twin propellers turn inward or outward when going ahead?

A2/3.2 Manoeuvring

"I require the pilot card with manoeuvring data. What is the diameter of the turning circle? What is the advance and transfer distance in a crash-stop? How many seconds does it take from hard-a-port to hard-a-starboard? Is the turning effect of the propeller very strong? Is the whistle control on the console? What notice does the (engine room) require to reduce from full sea speed to manoeuvring speed? Do you have an automatic pilot?"

"Give one short and two prolonged blasts on the whistle. Stand by the lookouts on the forecastle and on the port and starboard bridge wing. Maintain speed.

A2/3.3 Radar

"Is the radar operational? Where is the radar antenna?" "Change the radar to the 5 miles range scale, with true-motion, North-up."

"The radar has blind sectors from dead astern to 10 degrees, either side."

A2/3.4 Draft and Air Draft

"My present maximum draft is 6 metres. My draft aft is 5.5 metres.

A2/3.5 Anchoring

"Stand-by port anchor, ready for letting go. Walk out both anchors. We will let go port

anchor first, and put 6 shackles in the water."

"Drop anchor! Slack out the cable. Check the cable.

"How is the cable leading?"

"Around the bow. Straight up and down."

"How is the cable growing?"

"The cable is now coming tight. She is brought up?"

"Switch on the anchor lights. Ready the black, anchor ball. Check the ship's position via anchor bearings every 2 hours."

.2 Leaving the Anchorage

"How many cables are out? Stand by for heaving up. Put the windlass in gear. Heave up port anchor. How much weight is on the cable?"

"Anchor aweigh! The cable is clear of the water home, secured."

A2/3.6 Tug Assistance

"Stand by for making fast the tugs. Use the centre panama lead, and the fairlead on the port side quarter. Send the heaving lines to the tugs. Lower towing line(s) 1 metre from the water. Slack away towing lines and make fast the tugs. Make fast the aft tug alongside, port. Put the eyes of the towing lines on bitts.

A2/3.7.2 Berthing

"Is the propeller clear? Are there fenders at the berth? We will berth starboard side too; breast lines and springs fore and aft. Have heaving lines ready fore and aft."

"We will moor to buoys both ahead and astern. Linesmen will use shackles and lashings to secure the mooring.

3 Un-berthing

"Stand by engine. We will be ready to get underway in 30 minutes."

"Stand by for letting go. Single up all lines and springs."

IMO STANDARD MARINE

COMMUNICATION PHRASES PART B

ON-BOARD COMMUNICATION PHRASES

The officer of the watch should brief the relieving officer on the following: The next waypoint. True course, gyro compass course, magnetic compass course. Compass errors, in degrees, East or West. Speed through the water in knots. Any drift or leeway. Check the course board is written up and the next chart is noted.

.3 Draft

"Under-keel clearance is 10 metres."

B1/1.2 Briefing on Traffic Situation in the Area

"There is heavy traffic. A vessel is on an opposite course. We must alter course to give way." The bearing to the vessel is 060 degrees, constant. There are fishing boats. Call the Master if any vessel passes with a CPA of less than 0.5 of a mile.

B1/1.3 Briefing on Navigational Aids and Equipment Status

"Radar is on the 12 miles range scale, The radar is relative head-up. The echo sounder recordings are unreliable. I changed to manual from automatic steering (at 0200 UTC). Navigation lights are switched on."

B1/1.4 Briefing on Radio Communications

"INMARSAT is operational. VHF Channel 16 / VHF DSC Channel 70 and its controller is switched on 2.1, frequency 2187.5 kHz. NAVTEX is switched on, also. The following was received at 0300 UTC."

"The Pilot station VTS station requires the following: flag, call sign, gross tonnage, length overall, kind of cargo.

B1/1.5 Briefing on Meteorological Conditions

"The automatic fog signal is switched on upon entering fog bank. Wind increasing within the last 4 hours. Visibility is being reduced by fog. Visibility is expected to decrease further, to less than a mile. The next weather report is at 0800 UTC. Atmospheric pressure is falling."

B1/1.6 Briefing on Standing Orders and Bridge Organization

"Read and sign the standing orders. The latest fire patrol was at 0300 UTC. The latest security patrol was at 0400 UTC. Helmsman is standing-by. Everything in order."

B1/1.7 Briefing on Special Events

"There was an engine alarm. Speed was reduced and the Chief Engineer was called at 0300 UTC"

B1/1.8 Briefing on temperatures, pressures and soundings

"Do not exceed the minimum and maximum temperatures. The equipment pressure is in kiloponds. Ballast, fresh water, fuel, oil /slops have all been sounded and recorded. The cargo tank also, in cubic metres, cargo hold in centimetres.

B1/1.9 Briefing on Operation of Main Engine and Auxiliary Equipment

"Here are the records of the present revolutions of the main engine per minute. What is the output of the main engine? And the auxiliary engines too, in kilowatts? And what is the pitch of the propeller in degrees. Call the watch engineer if the problem continues."

B1/1.10 Briefing on Pumping of Fuel, Ballast Water, etc.

"We are not pumping at present. We are filling our double bottom tanks with ballast.

"We have filled to the alarm point. The sounding (and ullage) indicate 70 tonnes. We will be transferring fuel and will require a further generator to operate an additional pump

B1/1.11 Briefing on Special Machinery Events and Repairs

"There was a total blackout! The watch engineer phoned to say there is a breakdown of the main engine.

B1/1.12 Briefing on record keeping

"The log book and record book are completed and signed. The note book entry will be copied into the books after the watch. The paper for the data logger, echo sounder, and recorder has been changed, the toner refilled."

B1/1.13 Handing Over the Watch

"I hand over the watch, now." The relieving officer should confirm and say, "I take over the watch, now."

B1/2 Trim, List and Stability

"Fuel was transferred from No: 1 tank to No: 2 tank to correct the list. Present stability is good. To change the trim the forepeak has been filled with fresh water. The container was re-stowed. The vessel is now on an even keel. The vessel was down by the head. There is no list at present.'

B2/1.1 Raising the Alarm

"Operate the general emergency alarm. Inform the California coast radio station and vessels in vicinity. Repeat the distress alert."

B2/1.2 Briefing Crew and Passengers

Announced on the PA system at noon today:

"This is your Captain speaking. We have minor flooding. There is no immediate danger to passengers, or this vessel. All officers are to report to the bridge. Watchkeepers to remain at stations until further orders. As soon as I have further information I will make another announcement Damage control teams are presently handling the flooding. We have radio contact with other vessels and coast stations by radio."

"The fire is not under control. Leave your cabins and the engine room, immediately. Close all openings. Follow the escape routes as shown on the foredeck and afterdeck. Crew: take your emergency equipment with you, according to the muster list. Stand-by at your fire station."

B2/1.4 Checking Status of Lifeboats Liferrafts

"The rolls and blocks and rigging of No: 2 Lifeboat will be free in 5 minutes. Replace the harbour pin. All launching tracks are clear; all working parts-free. Check the fuel of the

lifeboat engine and report back. The oil level of the engine is below normal. Check the bilge pump and drain

plugs. All slip gear is in the correct position and secured.

The launching appliances are operational. No: 2 winch and davit is not operational (yet). The inflation cord of No: 2 liferaft is not secured on board. The liferaft container is damaged. We must replace the liferaft container at the next port. The inspection tag on No: 2 liferaft has expired.

B2/1.5 Ordering Evacuation

"Evacuate all spaces within the superstructure. Report missing persons and any injured or casualties? Get first aid in the vessel's hospital. Some areas are not accessible, yet?"

B2/1.6 Roll Call

"Passengers: follow the lifeboatmen to the embarkation deck. Report numbers of passengers at the assembly stations. Search for missing passengers. Put on warm clothing; long sleeved shirt and long trousers with strong shoes and a head covering. Lifeboatmen: go for blankets and a stretcher."

B2/1.7"Abandon Ship!"

"Swing out lifeboats. Lower No: 2 lifeboat to alongside the embarkation deck. Enter the lifeboat over the ladders, net or manropes. Jump into the water and enter the life-raft alongside the vessel. Do not push each other when entering .Assist helpless people. Sit down in the lifeboat, immediately.

Hold onto the ropes or to your seat when launching. Rescue motor boat is standing clear of the vessel, right now."

B2/1.8

In Boat Procedures

"Recover persons from the water. We have glasses, keep a weather eye for further persons in the water. The sea anchor has been let go and rockets fired for identification. Lamps and a mirror can aid us in this. Give sound signals before setting sail. Use the oars!"

B2/2 Occupational Safety

"Participation in training sessions on occupational safety is mandatory."

B2/2.2 Practical Occupational Safety

"Brief all crew members and passengers on the symptoms caused by dangerous substances. Entering the forecastle, main deck or weather side of the vessel is prohibited dangerous storm. Dangerous goods carried on board behind the roped-off areas. Make use of hand rails and lifelines in the corridors. Close all deadlights and storm doors. Secure all loose objects in your cabins. There will be a briefing on winter

conditions.

B2/2.3 Occupational Accidents

"Accidental fall, electrical accident or leakage of gas, then shore-side assistance will be required."

B2/3.1 Fire Protection

"Have fire patrols, a permanent fire watch and check the smoke alarms and portable extinguishers. The hydrants are clear? Replace those hoses worn out and cut. Check if the hydrant spanners and nozzles are missing. Are the fixed foam, gas system and sprinkler systems, operational? Are the ventilation system fire dampers painted stuck? Are the skylights, windows, watertight doors and electrical lighting, operational? Check the emergency power supply, Are all the firemen outfits complete and available?"

B2/3.2 Fire fighting

"Fire on board!" Is pressure in the fire mains? Smoke and fumes. A burnt smell is coming from the container with the dangerous goods. That smoke is toxic. The fire is spreading! It's not accessible!"

"Turn bow to windward."

.2 Reporting Readiness for Action

"Maintain visual contact and radio contact via walkie-talkie. The fire fighting team must wear protective clothing, smoke helmets, breathing apparatus. Run out the fire hoses and cool down with water. The manning of the team will have the Chief Officer or Chief Engineer in command. Restrict action to 3 minutes at a time. Agree on a retreat signal.*

.4 Cancellation of Alarm

"What was the time for re-ignition; hours and minutes? Is the emergency generator operational - Report."

B2/4.2.1.3 Orders for Damage Control

"Watertight doors closed. Diving equipment ready."

B2/5.1 Reporting Grounding and Ordering Actions

"Is vessel (still) making way?"

B2/5.2 Reporting Damage

"There are cracks, deformations and indentations to plating. Breaking apart!"

B2/5.4 Checking Seaworthiness

"Request a (diving) survey to examine the foundation of the rudder. Dry dock is recommended. The vessel's seaworthiness must be re-inspected."

B2/6.2 Person-Overboard Activities

"Man overboard!"

"Drop lifebuoys. Sound the Man Overboard' alarm! Hoist flag Oscar.

"Hard-a-port, hard-a-starboard the wheel." (Reciprocal course Williamson turn.) "Has the lifebuoy been located (yet)? Winds Beaufort 5 from SW. Stand by for one or two crew members into the water for rescue. Stand-by for boat recovered. Stand-by litter, rescue net, rescue basket and rescue sling on deck. Report condition of survivors, hypothermia? Any persons dead?"

B2/6.3 Rescue Operation Reporting Readiness for Assistance

"Switch on the deck lighting, outboard lighting and the searchlights. Stand by line throwing apparatus. Assist the survivors in the water."

B2/6.4 Conducting Search

"Inform radio coast station. MRCC vessel in vicinity. Stand-by bridge team, lookouts for information signals, light, smoke and sound signals.

B3/1.1 Loading and Unloading

"What is the deadweight of your vessel? What is the hold grain capacity? The container capacity -TEU? How many 20/40' containers can your vessel load? How many tonnes can your vessel still be able to load? How much deck cargo? How many cars, trailers, trucks can the vessel carry?"

What is the size of the hatch openings? What is the safety load of No: 4 hold? This vessel will still need to bunker 200 tonnes of fuel and more fresh water.

.2 Dockside Shipboard Cargo Handling Gear and Equipment

"Are dockside or floating cranes available? What is the safe working load of the crane? What is the maximum reach of the crane? What is the handling capacity in tonnes of the container gantry? Or the grain elevator, or ore loader? Are bob-cats available for trimming? What is the pumping

capacity of the cargo pumps? Are there (light) fork-lift trucks available for the cargo holds? We can only use electric fork-lift trucks. What is the safe working load of the fork-lift truck, and the vessel's derricks, slings and cranes?"

.3 Preparing for Loading / Unloading

"Prepare the vessel for discharging. Unlock the hatch covers. Rig the hatch-rails. Give notice of readiness to discharge by 1600, local time. Is the cargo list available and complete? Have we a completed stowage plan? Show me the stability calculation. Are the holds clean, dry and free of

smell? What is the maximum discharging rate per hour?"

.4 Operating Cargo Handling Equipment and Hatches

"Check the preventers. Instruct the winch and crane men. Clean the tween decks before opening the lower holds. Switch on the hold ventilation."

.5 Maintaining / Repairing Cargo Handling Equipment

"The cargo battens and the rubber seals of the hatch Cover are damaged. The container lashings are loose. A hold ladder is bent. Are the (tension) winch motors operational?"

Check the repair works, personally."

.6 Briefing on Stowing and Securing

"Careful and safe stowage, please. Proper use of the handling gear and the separation of the different lots. Close the hatches in case of predicted rain. Refuse all damaged cargo. Any wet, torn or re-sewn bags or boxes, crushed cartons, re-nailed cases or crates. Do not over-stow cartons with other goods. Do not use hooks for handling bags. Place dunnage between the tiers. Stow pallets and cartons closely together in the reefer hold. Empty containers go onto the topmost tier or onto the hatch covers. Correct interlock of the stow pieces. Correct fixing of the rope clips. Secure the heavy lift, re-lash all lashings."

B3/1.2 Handling Dangerous Goods

"We must get a briefing on the nature of the dangerous goods. These goods emit flammable gases when in contact with water. They must be kept dry. These goods are liable to spontaneous heating and combustion. Do not touch."

.2 Instructions on Compatibility and Stowage

"Check the proper segregation of goods away from the living quarters. They must be kept on deck and covered with tarpaulins. Stow flammable goods away from the engine room bulkhead. Infectious substances must be kept separate in one hold and apart from the compartment with the

foodstuffs. Tell the stevedores no smoking during loading and unloading.

.3 Reporting Incidents

"Bottles of IMO Class goods were dropped onto the pier. Liquid, powder and gas spilled. It has leaked and escaped into the harbour. Inform Harbour Master (Coast Guard). The temperature in the container is increasing rapidly. Orange, red smoke is emerging. Call the port fire brigade."

.4 Action in Case of Incidents

"Let the spillage evaporate. Remove the spillage with synthetic scoops. Use absorbents. Do not touch. Separate the contaminated goods from the other goods. Cover contaminated goods with tarpaulins. Only open the locker when the smoking has ceased.

First, cool down with water and ventilate carefully. Alter course for the nearest port.(Inform by radio) Close the hatch and operate the fire extinguishing system. Fight the fire from a great distance. Call the ambulance. Take and dispose of contaminated clothing.

B3/1.3 Handling Liquid Goods, Bunkers and Ballast Pollution Prevention

"Plug the scuppers and drip-trays. Close the sea-valves and discharges. Stand-by with absorbent materials. Stand-by the emergency fire pump and watch the foam monitor. Fit bonding wire. Communicate with the bunker barge and the oil terminal. Is the oil pollution prevention plan available? Give instructions to the pump man.

.2 Operating Pumping Equipment

"What is the (maximum) loading rate? Is there a COW system or inert gas system operational? When will the crude oil washing start? Are the tanks inerted? What is the pressure in the inerted tanks? What is the pumping pressure? No, you cannot connect the loading arm, yet. What is the back pressure for stripping? Yes, the cargo hoses and booms (arms or Chiksan arms) are now all connected. Keep a safe working pressure. Start pumping, slowly."

.3 Reporting and Cleaning up Spillage

"Leak at manifold connection! Overflowing! Stop pumping! How much has been spilled? All crew assist to remove the spill."

.4 Ballast Handling

"Stop the ballast pump! The dirty ballast is overflowing!"

.5 Cleaning tanks

"Pump the slops into the slop tank. Dispose of the engine room sludge into sludge tank. Order from shore a slop tank and slop barge."

B3 /1.4.2.2

Ro/Ro-Ferries "Close and secure the bow and stern doors. Report "Bow and stern doors closed and secured." Fold and secure the bow and stern ramps, plus the side ramp, and report. All cars, trucks and wagons must be lashed and secured. Lower and secure the derricks and cranes. Check

the seaworthiness of the holds. How much ballast can we take to go down to her marks? Check the trim to bring the vessel upright."

B3/2.1 Operating Shipboard Equipment for Cargo Care

"Is the equipment for cargo care operational? What is the air change rate of the hold ventilators? Are there temperature and humidity recorders in the holds? Instruct the crew how to connect reefer plugs and the clip-on units."

B3/2.2 Taking Measures for Cargo Care

"Carrying out inspection: The holds must be inspected by a surveyor before loading. Check the reefer holds for proper loading preparation. A Certificate of Survey is available and completed.

.2 Describing Damage to the Cargo

"The cargo is in a bad condition. The packages are damp and mouldy and marked by sea water. Some metal parts are rusty. The labels are unclear, illegible. The contents of drums are unknown, they appear to be second-hand. Some cartons are partly eaten by rats. Others are worm and vermin infested. One container was washed overboard."

.3 Action in Case of Incident

"Check the contents of the container with the false labels,"

B4/1.2 Briefing on Safety Regulations, Preventive Measures and Communication

"International regulations require all passengers to be assembled in a drill which has to take place within 24 hours of departure. It will be held to familiarize passengers with their assembly stations.

.2 The General Emergency Alarm

"In case of emergency seven short blasts and one prolonged blast will be given on the ship's whistle. Remain calm. Passengers will be taught how to act and behave in cases of emergency.

.3 Preventing/Reporting Fire

"Always remember that fire is the greatest hazard aboard ship. Be careful to extinguish cigarettes completely. Put used cigarettes in the container provided. Never smoke in bed. Never smoke on deck, except in areas labeled as smoking areas. Never throw a cigarette overboard. The use

of naked light and open fire is strictly prohibited. Never use lighted candles. Never hang anything over or near an electric bulb. Never use an electric iron in a cabin. If you need to iron, use the ironing room. The key may be collected at the Information Desk.

.6 Protective Measures for Children

"Children must be kept under permanent observation. Never let children climb or sit on the ship's rails. Special lifejackets for children are available; please ask the steward or stewardess. You may leave your children under qualified care in the children's playroom or on the play deck."

B4/2.1 Allocating Directing to Assembly Stations, Describing How to Escape

"All passengers are requested to carefully study the safety instructions on their cabin doors.

B4/2.2 Briefing on how to Dress and what to take to Assembly Stations

"No high-heeled shoes. Do not forget personal documents, your spectacles and medicines,

as necessary. Do NOT return to your cabin to collect your property.

B4/2.3 Performing Roll Call

"If one of your cabin-mates is not able to attend roll call, please inform the officer immediately."

B4/2.4 Briefing on How to Put on a Lifejacket

"Dependent on the type of lifejacket used: pull the lifejacket over your head, tighten the strings well and pull the strings around your waist; tie up at front. Follow closely the demonstration given by the officer. Carefully, study the demonstration on the pictures in your cabin."

B4/2.5 Instructions on how to Embark and Behave in Lifeboats/ Life-Rafts

"Provisions and drinking water will be distributed by an officer. Discipline in the lifeboat is of vital importance."

B4/2.6 On Scene Measures and Actions in the Lifeboat, etc.

"Have a line and hook and knife ready. Do not take off your shirts / long trousers / head covering, whatever the weather. Pump out the water. (Free the lifeboat (raft) from water.) Warning! Do not drink seawater, whatever the situation. We will send a MAYDAY and use smoke buoys to attract attention."

B4/3.1 Informing on Present Situation

"There is no reason to panic. There are enough life saving appliances for everyone on board. You can obtain medicine for seasickness from the lifeboat man. He knows exactly what to do."

B4/3.2 Escorting Helpless Passengers

"Search all the cabins, WCs and showers for missing persons. Assist those who need help. Help children, disabled and the elderly, who may well need room to lie down. Everyone, please, remain quiet."

[Part II] GLOSSARY of "MARITIME" ENGLISH

Close to the entire maritime component (plus) of the IMO Standard Maritime Communication Phrases [SMCP]

Abandon ship abnormal low tide expected below datum high water Accommodation ladder Adjacent coast Adrift Aft Aground Ahead Alert

Alpha Amidships Anchor bearings every 2 hours Anchor lights Anchorage Anchor's aweigh! Any drift or leeway? Around thebow Assembly stations Astern Astronomical observations Atmospheric pressure Automatic fog signal barge alongside Ballast Barometer falling Battens Beaching Beacon Bearing Beaufort Below high water Berthing Bilge pump black anchor ball Blind sectors from dead astern to 10 degrees

either side

Boarding Bow thrusters

Bravo Breast lines Bridge wing Brought up Bulkhead Bunker 200 tonnes of fuel and more fresh water Buoys (full characteristics) Cable- tenth of nautical mile 1600 hours Cable growing coming tight Call sign Canal Cargo tank Centre panama lead Changing down Channel 16

Charlie Chart Check the course board is written up next chart noted Chief Class dangerous goods Close the sea-valves and discharges Collision- have collided with unknown vessel not a seamark (charted name) Command Compass error in degrees Console Container Controllable (variable) or fixed pitch propeller Convoy Coordinate Course made good Crew member Cross-bearing Cyclone Danger of capsizing Dangerous goods on deck Data logger Davit Deadweight Deck cargo

Delta Derelict vessel adrift Derricks Diameter of turning circle Diesel Discharging Disembarking Distress position Diving Do you have an automatic pilot? Dockside or floating cranes Double lift Dragging Drain plugs Dredging Drop anchor Dry dock Dunnage between tiers ERICON ETA ETD 1400hours Ease to five

Echo sounder Embarking Emergency generator Engine trouble Engine-room telegraph/alarm Engineer Entering the fairway Even keel Eye of towing line on the bitts Fast in ice Fenders at the berth Finished with wheel Fire dampers Fishery Fishing gear Floating booms Flooding Fog bank Force 4 Forecastle Forward Fouled propeller

Foxtrot Freeboard Fresh water Fuel oil Full ahead GPS Gale warning (GW) Gantry Getting underway Give one short and two prolonged blasts on the whistle Grain elevator Gross tonnage Grounding

Gulf Gunnery Gyro compass course Half astern Hampered vessel crossing Handing over the watch Harbour pin Hard a starboard Hatch-rails Heading Heave up Heaving line Heavy lift Helm hard to port Helmsman Hoist flag Hold grain capacity? Holds and superstructure are secure Home secured

Hotel How is cable leading? Hull plating Hurricane Hydrographic I am holed below the waterline require pumps dangerous list to port require tug assistance IMO Icebreaker Icebergs (broken from pack) Identification signals by smoke (buoy) searchlight flags

India Indicating Inshore Jettison deck cargo to re-float on rising tide

Juliet Keep the sea on your port beam

Kilo Kind of cargo LNG tanker Lane Lash together the eyes of the towing line with manila lashings Last port of call Latitude 15 degrees 34 minutes North Longitude 061 degrees 29 minutes West Launch tracks Launch Left-hand propeller Length overall

Life-raft container Lifeboat Lifebuoys Light-buoy Light-house

Lima Line throwing apparatus Litter Loading rate Locks Log book Lookout on the forecastle Low water Lower MAYDAY MV (Motor Vessel) Magnetic compass course Main deck Main engine Make fast Making fast Man overboard! Manoeuvring with difficulty Manifold connection Manned Manropes Manual for automatic steering Maritime Master (Coast Guard) Maximum draft Maximum revolutions Meet her Meteorological and hydrological conditions Mid-ships the wheel

Mike Mine clearing Missile test Mobile Moored motor boat standing clear NW Name of vessel Navigate with caution Navigation lights Net Next waypoint No steering No: 1 winch No: 3 lifeboat North-up Northerly tidal stream Nothing to port

November Oars Off the starboard bow Off-Shore installations Oil dispersants Oil spill On-board Open water Operations Ordering evacuate all of all spaces in superstructure Orders Ore loader bob-cats for trimming

Oscar Overtaking vessel PAN

Papa Passage Passengers follow the lifeboat-man to the embarkation deck Passing to windward

Phonetic code Pier Pilot boat Pilotage Pipeline Pirates Pitch of propeller in degrees Plug the scuppers and drip-trays Poor visibility smooth sea rising moderate to rough swell Port-side Port Control Port beam 8 points in each ship's quarter Position Preventers 'Tween decks Propeller shaft Propulsion system Pump-man Pumping double bottom tanks

Quebec Radar 12-miles range scale Radar antenna /contact/relative head-up /screen/search Radio Re-lash all lashings Read and sign Ready for letting go 6 shackles in the water Reciprocal course Recover persons from the water Reefer hold Regulations Relative bearing Relieving officer Rescue (SAR) Rescue basket/sling Rig pilot ladder place leese 4m above water Risk of collision Rocket firing Rolls blocks and rigging

Romeo Rubber seals Rudder angle SECURITE SOLAS Safe speed/working load Sailing Directions Disabled Salvage Satellite Sea anchor Search & rescue / pattern Seasickness Seawater Seaworthiness Service number (MMSI) Set sail Shallow Sharp lookout Shifting bunkers Ship's course/wake Shoal Shore based radar/-side

Sierra Signals and lights Singled-up all lines Sinking Slack out your anchors under the hawse pipes Slops have been sounded Slow Speed through the water in knots Spillage Spontaneous heating and combustion Spreader Springs fore and aft Stability calculation Stability problem Stand by Starboard fifteen Steady on one eight two Steering gear Stern notch on icebreaker Stern searchlight/ thrusters Stop engine Storm

warning (SW) Stow pallets Stowage plan Straight up and down Submarine Surveyor
Survivors in lifejackets Swing out the boats TSS (Traffic Separation Scheme)

Tango Tanker Tarpaulins The cable is clear of the water Tide is with you Time Tornado
Torpedo Towing 300m seismic cable Track heading Traffic Trans-shipment Transmitting
Trim the forepeak Trimmed by the stern Tropical True North South-cardinal point True
course True-motion Tsunami Tug Turbine Turn bow to windward Turning effect of the
propeller Twin propellers Typhoon Uncharted reef/rock Under-keel clearance
Underwater ordnance exercise

Uniform Universal Unloading Ventilation system

Victor Visibility reduced by fog Restricted by mist fog dust rain or falling

snow Voyage Walk out both anchors Wartime mines Washed overboard watch engineer
Watch-keepers to remain at stations Watertight doors We have glasses Weather side
hand rails and cabins Keep a weather eye What notice does the (engine room) require to
reduce from full sea speed to manoeuvring speed? Wheel orders

Whisky Williamson turn Wind increasing/is backing veering Windlass in gear Wreck

X-Ray Yankee You are running into

danger Zone **Zulu...**(And most probably, not much more)