

## 1.7.2 EMERGENCIES WHEN ALONG SIDE AND EMBARKATION DAY

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See Section # 9 IN PORT MANNING for composition of teams in port and at anchor.

### Emergency While in Port (Along Side)

- **First Stage Response:**
  - Assessment Team – Emergency Teams and Command & Control will be activated.
  
- **Crew Alert:**
  1. Crew assigned to in port manning positions will proceed to their assigned emergency duty station.
  2. Onboard crew not assigned to in port manning positions will proceed to their assigned emergency duty station as per emergency station card.
  3. If a member of the IPM Team is carrying out his/her IPM duty and the TM that normally carries out that duty in an emergency is present in the same location, the IPM crew member must hand over the duty and proceed to carry out his/her regular emergency duty as per his/her emergency card.
  4. Full accountability of TM's with emergency duties must be carried out at this point—until an Electronic Mustering System is in place, a cross-check must be done with the A-Pass system to verify TM's currently onboard against those on shore.
  
- **General Emergency Alarm:**
  1. For an emergency in port, guests and crew will not normally be mustered at the muster stations; however, nothing prevents the Captain from taking the decision of mustering persons at the muster stations, should this be the safest way to proceed (e.g. gangways not available as consequence of the emergency). Should this decision be taken, guests and crew must be guided to their muster stations accordingly via dedicated announcements.
  2. Guests and crew will be guided outside of the ship via the safest and closest gangway by members of the Evacuation Team – announcements will guide and help the process.
  3. Accountability of guests and crew without duties will be done via the A-Pass system by the gangways, until an electronic mustering system is in place.
  4. Crew without port manning duties will collect their crew ID's (additional announcement will be broadcasted by Command & Control) and counted through the A-Pass system by the gangways. For those crew members that could not reach their cabins, they will be accounted for manually by the Security Team at the gangways.
  5. Crew with port manning duties will be accounted for once they are outside of the ship through the Port Manning Bill list posted on the Command and Control.

- **General Emergency during Embarkation Day:**

In case an emergency situation arises during embarkation day, before the guest safety briefing has taken place, the following steps must be followed:

- **Crew Alert:** See emergency while in port instruction.
  
- **General Emergency Alarm:**
  1. Because guests are still unaware of the onboard emergency organization, they will be summoned and mustered via PA systems by the Deck 3 Lobby (embarkation point);
  2. Final count of crew and guests will be conducted through the A-Pass system until an Electronic Mustering System is in place.
  3. Crew without port manning duties will collect their lifejacket and crew ID's (additional announcement will be broadcasted by Command & Control) and counted through the A-Pass system by the gangways.
  4. Crew with port manning duties will be accounted for once they are outside of the ship through the Port Manning Bill List already in use by the Command and Control Team.