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DEPARTMENT OF THE ARMY
Little Rock District, Corps of Engineers
P.O. Box 867
Little Rock, Arkansas 72203-0867

LRDOM 1145-2-25

Office Memorandum
No. 1145-2-25

10 August 1989

Civil Regulatory Functions
McCLELLAN-KERR ARKANSAS RIVER NAVIGATION SYSTEM
STANDING OPERATING PROCEDURE NO. 2
MARINE ACCIDENTS AT LOCKS AND DAMS

1. Purpose. The purpose of this memorandum is to establish procedures to be followed by Little Rock District personnel when a marine accident occurs at a navigation lock and/or dam and results in damage or possible damage to life and/or property.

2. Applicability. The provisions herein are applicable to all accidents that occur at locks and dams on the McClellan-Kerr Arkansas River Navigation System in the Little Rock District.

3. References.

a. ER 1145-2-301, Use of Navigable Waters - Policy, Practice, and Procedure.

b. ER 1145-2-305, Removal of Wrecks and Other Obstructions.

4. Definitions.

a. Marine accidents. All accidents that involve marine vessels are classed as marine accidents.

b. Major marine accidents. Major marine accidents are accidents which result in loss of pool, render the lock inoperable, or otherwise adversely affect navigation. The following list of accidents are some of the types considered major, but it is not intended to be all inclusive.

(1) Loss of pool accidents.

(a) One or more dam gates being hit.

(b) One or more lock gates being hit.

This memorandum supersedes LRDR 1145-2-8 dated 25 January 1977.
This memorandum supersedes LRDR 1145-2-9 dated 3 September 1970.

- (2) Fires within or near lock and dam structures.
- (3) Sunken barges.
 - (a) Above or below dam.
 - (b) Above or below lock.
 - (c) In lock.
 - (d) In lock approaches.

5. Plan and procedure. When a marine accident occurs at a lock and dam, the following three-phase plan will be initiated:

a. Phase I, rescue and alert.

- (1) Lockmaster or his official representative.
 - (a) Take all steps possible to prevent loss of life.
 - (b) Take all steps possible to prevent further damage to the structure and/or vessel.
 - (c) Request medical and/or firefighting assistance, if needed.
 - (d) Request the vessel operator to remove any burning vessels, or vessels in a sinking condition, away from the dam, lock, and lock approaches.
 - (e) Immediately report the accident to the Resident Engineer. The following information should be reported:

- Time and date of accident.
- Vessel involved.
- Company operating vessel.
- Type of cargo.
- Barge identification.
- Brief description of accident.
- Apparent or possible damage.
- Effect on navigation.
- Recommended actions necessary for opening navigation, if applicable.
- Names of persons injured or killed, if applicable (names shall not be transmitted by radio until notification of family is completed).

(f) For a major marine accident only, request the lockmasters at the locks immediately upstream and downstream to accomplish the following actions:

Alert all traffic moving toward the lock.

Insure that all lockmasters on the navigation project (including Tulsa District locks) are notified of the accident.

If loss of pool is imminent, immediately notify affected businesses, private individuals, and bridge owners by telephone. A complete list of such persons and their telephone numbers will be kept in a convenient location at each lock.

(g) Unless notified by other lockmasters as specified in (f) above, notify approaching vessels in the area of possible delays in locking through, if any.

(2) Resident Engineer.

(a) Based on conversation with the lockmaster, determine the seriousness of the accident.

(b) If necessary, dispatch personnel and/or equipment to the lock to minimize damage or hazards and restrictions to navigation.

(c) For a major marine accident or if the accident is considered serious, report it to the Chief, Construction-Operations Division, immediately. Otherwise, report it at the beginning of the next regular workday.

(d) If flows and/or gates are affected or special operations are required, notify Chief, Hydraulics Branch, or Chief, Reservoir Control Section, immediately.

(3) Chief, Construction-Operations Division.

(a) If warranted by the nature of the accident, immediately notify the District Engineer; Chief, Engineering Division; District Counsel; Chief, Safety Office; and Chief, Public Affairs Office; and report the information obtained from the Resident Engineer. Notify the Chief, Construction-Operations Division; SWD; and the Chief, Operations Division, Tulsa District; if damage is appreciable or adversely affects navigation.

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(b) If the lock is closed by the accident, immediately request the U.S. Coast Guard, Aids to Navigation Branch, Memphis, Tennessee, to broadcast a report that the lock is closed and to include a report on the accident in their next "Notice to Mariners." Immediately issue a "Notice to Navigation Interests" to advise waterway users of the lock closure.

(c) For a major marine accident, notify the Chief, Operations Branch, OCE, by telephone during normal working hours on the day of the occurrence, and prepare a teletype to the Chief of Engineers within 24 hours of the accident, reporting pertinent details and developments. Any interference or danger to navigation with estimated duration of obstruction should be reported.

(4) District Counsel.

(a) If damage is significant, send a telegram to the vessel owner allegedly causing damage to the lock and dam structure, advising him of the accident and his financial responsibility for repairs.

(b) Send a letter to the vessel owner, giving him the 3 alternatives for effecting the repairs to the lock and dam structure and 10 days in which to reply. (For minor accidents, this will be done in Phase II upon receipt of SWL Form 210(C), SWD Form 832-R, and a cost estimate of the damage from the Chief, Construction-Operations Division.)

b. Phase II, reconnaissance.

(1) Lockmaster or his designated representative.

(a) Complete SWL Form 210(C) and forward it to the Resident Engineer within 24 hours of the accident.

(b) Request the operator of the vessel involved in the accident to complete SWD Form 832-R and forward it to the Resident Engineer with SWL Form 210(C). If the vessel operator refuses to complete the form, the lock operator shall complete the form, note that the vessel pilot refused to sign it, and detain the vessel in the lock until its release is authorized by the Resident Engineer.

(c) Furnish assistance to the damage survey team as requested.

(2) Resident Engineer.

(a) For a major marine accident, request the Chief, Construction-Operations Division, to dispatch the damage survey team shown on exhibit A; and furnish a written report of the damage survey team's findings and recommendations for remedial action to the Chief, Construction-Operations Division, as soon as possible. The report should include a complete description of damages to the lock and dam structure and vessels involved, with photographs, if possible; a statement of whether or not the resident office has capabilities for performing the necessary repair work; and the estimated time and cost for doing the work by hired labor.

(b) Forward SWL Form 210 (C) and SWD Form 832-R to the Chief, Construction-Operations Division, the same day they are received from the lockmaster.

(c) Forward a request for an alignment check of the lock and dam structure, if considered necessary, to the Chief, Construction-Operations Division.

(d) Request technical assistance and personnel from the Chief, Construction-Operations Division, as needed.

(e) For accidents involving personal injury, death, or property damage in excess of \$700, forward ENG Form 3394 in quadruplicate to the Chief, Safety Office. Furnish one copy to the Chief, Construction-Operations Division.

(3) Chief, Construction-Operations Division.

(a) When requested by the Resident Engineer (usually for major marine accidents only), dispatch the damage survey team shown on appendix A to the scene of the accident, and assemble the District Office support staff shown on appendix B while the damage survey team is en route to the scene of the accident. The support staff will stand by in the District Office and furnish assistance as required by the damage survey and recovery teams during Phase II and III operations.

(b) Request the Chief, Engineering Division, to perform an alignment check of the lock and dam structure, if it is considered necessary.

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(c) For accidents not requiring the damage survey team, designate a representative from the Navigation and Maintenance Branch to investigate the accident and prepare a cost estimate of the damage.

(d) Furnish technical assistance and personnel as requested. Request the Chief, Engineering Division, to furnish additional technical assistance and personnel as needed.

(e) Forward SWL Form 210(C) and SWD Form 832-R to District Counsel by DF when received from the Resident Engineer recommending action to be taken against the vessel owner.

(f) Forward the Resident Engineer's survey of damage report to District Counsel, if one is prepared.

(4) District Counsel. Upon notification of the method chosen by the vessel owner to effect repairs, forward this information to the Chief, Construction-Operations Division.

(5) Chief, Engineering Division.

(a) Perform an alignment check of the lock and dam structure immediately upon request from the Chief, Construction-Operations Division.

(b) Furnish technical assistance and personnel as requested by the Chief, Construction-Operations Division.

c. Phase III, recovery.

(1) Chief, Construction-Operations Division.

(a) If required by the nature of the accident, assemble the recovery team shown on appendix C. This team will remain onsite as needed for the duration of the repairs and will be in addition to inspection personnel provided by the Resident Engineer.

(b) If emergency repair work is necessary to insure the integrity of the lock and dam structure, to prevent or minimize loss of pool, and/or to reopen the lock to navigation, request the District Engineer's approval to proceed with repair work. Upon receipt of approval from the District Engineer for the emergency repair work, initiate action to proceed with the work. Notify District Counsel of this action.

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(c) Notify the Resident Engineer of the method chosen by the vessel owner to effect repairs.

(d) If repairs are to be accomplished by the Government, forward a project work order, ENG Form 3013, to the Chief, Resource Management Office, listing the applicable project and cost features, and describing work to be done.

(e) If repairs are to be accomplished by the Government and part or all of the work must be done by contract, request the Chief, Engineering Division, to prepare plans and specifications.

(f) Coordinate repair activities within the District based upon the repair method chosen by the vessel owner.

(g) Complete SWL Form 215 for all Construction-Operations Division personnel in the District Office who work on any phase of the repair work.

(h) Check the completed SWL Forms 215, 216, and 217 when received from other divisions and offices. Forward them to District Counsel when repairs are completed.

(i) If the vessel owner chooses to have the Government repair damages but the repairs cannot be accomplished within a reasonable length of time, request District Counsel to bill the vessel owner based on the estimate prepared by the damage survey team or the representative from the Navigation and Maintenance Branch.

(j) Notify District Counsel when repairs are completed.

(k) Furnish the Chief, Resource Management Branch, a work order completion report when repairs are completed.

(l) Maintain a list of contractors, salvage companies, divers, explosive experts, equipment suppliers, material suppliers, and Government plant that could possibly be available for emergency repair work.

(2) Resident Engineer.

(a) Provide necessary personnel and equipment if repairs are to be accomplished by hired labor.

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(b) Provide knowledgeable inspection personnel if repairs are accomplished by other than hired labor.

(c) If repairs are accomplished by the vessel owner, furnish the Chief, Construction-Operations Division, a statement that the repair work has been satisfactorily completed. If repairs are accomplished by the Government, notify the Chief, Construction-Operations Division, by DF when the repairs are completed.

(d) Forward the completed SWL Forms 215, 216, and 217 to the Chief, Construction-Operations Division, when repairs are completed.

(3) District Counsel.

(a) If repairs are accomplished by the Government, send a letter of demand to the vessel owner for payment; and when payment is received, prepare a "receipt for payment for damage to or loss of Government property" and forward it to the vessel owner.

(b) If repairs are accomplished by the vessel owner, furnish him a statement showing complete satisfaction of the Government's claim when satisfactory completion of the repair work has been done, and upon receipt of a statement from the contractor who performed the repairs that payment for the work has been received.

(c) If repair work will be performed by the Government under emergency conditions, as described in subparagraph 5.c.(1)(b), notify the vessel owner.

(4) Chief, Resource Management Office.

(a) Upon approval of the work order by the Executive Office, set up special accounts that will be used to prepare the Bill for Collection. The cost of indirect labor performed in connection with the repair work will not be charged directly to the work order accounts. This cost will be added to the Bill for Collection in the form of overhead.

(b) Insure that repairs are financed in accordance with ER 37-2-10.

(5) Chief, Engineering Division.

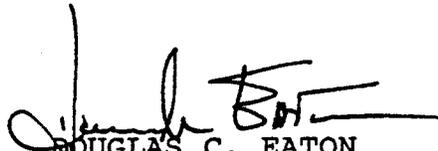
(a) Prepare plans and specifications for repair work when requested to do so by the Chief, Construction-Operations Division.

(b) Forward the completed SWL Forms 215 to the Chief, Construction-Operations Division, upon completion of work.

6. Advertisement of requirements. No advertisement to industry required.

FOR THE DISTRICT ENGINEER:

- 3 Encls
1. Appendix A
2. Appendix B
3. Appendix C


DOUGLAS C. EATON
LTC, Corps of Engineers
Deputy District Engineer

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APPENDIX A

DAMAGE SURVEY TEAM

Chief - Assistant Chief, Construction-Operations Division

Members - Resident Engineer

Assistant Resident Engineer

Chief, Navigation and Maintenance Branch

Mechanical Engineer, Navigation and Maintenance Branch

Hydraulic Engineer, Hydraulics Branch

Structural Engineer, Design Branch

Public Affairs Specialist, Public Affairs Office

District Photographer

NOTE: Depending on the nature of the accident, Engineering Division may be required to furnish a survey party to assist this team.

APPENDIX B

DISTRICT OFFICE SUPPORT STAFF
FOR RECONNAISSANCE AND RECOVERY

- Chief - Chief, Construction-Operations Division
- Members - Chief, Navigation and Maintenance Branch
- Chief, Contracting Division
 - District Counsel
 - Assistant Chief, Engineering Division
 - Chief, Resource Management Office
 - Chief, Public Affairs Office

APPENDIX C

RECOVERY TEAM

- Chief - Assistant Chief, Construction-Operations Division
- Members - Resident Engineer
- Assistant Resident Engineer
 - Chief, Navigation and Maintenance Branch
 - Chief, Safety Office
 - Technical Team from Engineering Division

NOTE: Depending on the nature of the accident, Engineering Division may be required to furnish a survey party to assist this team.