

## Emergency Event Form

**Instructions:**

The following form can be used to assist in recording an emergency event. If more information is necessary to explain the emergency event, you can attach it to this form.

In the regulation, for an even to be considered an emergency, it must match one of the following four situations:

1. Any situation arising from a sudden and reasonably unforeseeable event beyond the control of the master that threatens the safety of the vessel.
2. The utility serving the port cannot provide electrical power to the port as a result of equipment failure, a transmission emergency, distribution emergency, a Stage 3 emergency, or the utility needs to reduce power to the port because of a sudden and reasonably unforeseeable natural disaster.
3. When the utility providing electrical power to the port notifies the terminal operator(s) to reduce the use of grid-based electrical power in response to a transmission or distribution emergency, or to avoid a Stage 3 emergency if one is anticipated.
4. The electrical system at the terminal cannot provide electrical power as a result of equipment failure.

**A. General Information**

Vessel:	Lloyd's Number:
Port:	Berth:
Contact Person:	Title:
Phone:	Fax:
E-mail:	

**B. Emergency Type (Check appropriate event and complete associated box)**

<input type="checkbox"/> Unforeseeable Event (Box C)
<input type="checkbox"/> Equipment Failure at Terminal (Box D)
Utility Emergency
<input type="checkbox"/> Equipment Failure (Box D)
<input type="checkbox"/> Transmission or Distribution Emergency (Box E)
<input type="checkbox"/> CAISO Stage 3 (Box E)
<input type="checkbox"/> Natural Disaster (Box E)

### **C. Description of the Unforeseeable Emergency Event**

When did the emergency begin and when did it end? Include both the dates and times.

What caused the emergency?

How was the emergency resolved?

Additional information:

**D. Description of the Equipment Failure**

When did the emergency begin and when did it end? Include both the dates and times.

What equipment was effected?

When was that equipment repaired?

When did the equipment become operational?

If the failure was at the terminal or berth, provide a maintenance record of the equipment.

Additional information:

**E. Description of the Utility Emergency**

When did the emergency begin and when did it end? Include both the dates and times.

When did the Utility send notification of the emergency?

Describe the utility emergency and the reason for reduced power to the terminal.

Include all notification from the utility about this event.