

ENGINEERING DEPARTMENT ORDER - VALLEJO

Subject: **Watch Orders for Inport while TSGB is at CMA Pier**

General Orders

1. Follow all instructions as outlined in the latest Student Handbook and Standards of Conduct for the Corps of Cadets unless superseded by the following.
2. THE CADET NIGHT ENGINEER, UNDER THE GUIDANCE OF THE CORPS ENGINEERING OFFICERS AND THE CHIEF AND STAFF ENGINEERS, IS HELD RESPONSIBLE FOR CONFORMANCE TO THE FOLLOWING ORDERS AND ANY ATTACHED DIRECTIVES. **The purpose of these orders is to ensure the safety of all personnel living or working aboard the Training Ship, and the proper maintenance and operation of the ship while in port at Vallejo.**
3. **The Night Engineer and Night Mate are 24 hour watches who must be onboard the vessel from approximately 1630 – 0700 on weekdays, and from 1630 Friday to 0700 Monday on weekends. They may leave for meals or emergencies (as cleared by the Corps Chief Engineer or Staff Engineer) when their opposite is onboard the vessel.** **PLEASE NOTE: This does not mean that only one or the other need be on board, but that both must be onboard except for meals or emergencies.** The Night Engineer is the representative of the Chief Engineer during watch periods, and the Night Mate is the Chief Mate's representative. The Chief and Chief Mate are responsible for the vessel(s) and its (their) condition. The Night Engineer is responsible for everything that happens on the watch(s). Always insure that all watch personnel understand the need to keep you informed of all incidents and activities especially anything of a non-routine nature. Please call the Chief Engineer (or the Staff Engineers if he is unavailable) when anything varies from normal or from existing conditions at the relief of the watch. Do not hesitate to call the Corps Officers, Duty Officer, Commandant, Staff Engineers or the Chief Engineer. All emergency numbers are available at the quarterdeck and/or in EOS.
4. The Night Engineer is responsible for ensuring that watch standers in their section are present, are in proper uniform, present a good appearance, and conform to all directives outlined by these orders, Night Orders, and Watch Standing Regulations in the Student Handbook.
5. At the beginning of the watch, the Night Engineer will perform the following:
 - a. Blow down the electric boiler(s) for approximately 5 seconds.
 - b. Ensure that all smoke and fire detection systems are energized and working (in conjunction with the Night Mate). Check all firefighting equipment in machinery spaces and log any discrepancies (e.g. missing or expired extinguishers).
 - c. Sound tanks as per the Corps Chief, 1st, or 2nd engineer.

6. At least one (1) member of the watch shall be in the vicinity of the Engine Operating Station (EOS) at all times between 1630 and when relieved by the Night Engineer. This is to answer the phone or alarms, and to ensure an engineer is available for contact. The assigned member of the watch should know the location and activity of the rest of the watch and any non-watch personnel in the Engine Room.
7. Any after-hours maintenance emergencies from personnel living aboard the TSGB will be called in to the Engineering Watch. The Night Engineer is responsible for evaluating and responding to any such calls (this may include detailing watchstanders to correct the problem); do not hesitate to call the Chief Engineer or other staff engineers if the situation warrants it.
8. Engine Utilities shall perform the following:
 - a. Conduct engine rounds with underclass engineers.
 - b. Complete assigned utility training modules (under supervision of the Watch Engineer).
 - c. Read and understand Engineering Standing Orders.
 - d. Perform any duties as assigned by the Watch Engineer or Night Engineer.
9. The Propulsion Control and Alarm Monitoring systems are not to be used for purposes other than intended (the system titles are self explanatory). Should either system lock-up, malfunction, or be found in an improper status, inform the Night Engineer so he can pass it on to the ship's Engineering staff. This should be part of the afternoon and morning relief.
10. When staff or visitors come into the Engine Room during watch hours, offer assistance in touring the machinery spaces or explaining the various engineering tasks. Steer them clear of any unsafe or dirty areas, or where work is in progress. **DO NOT IGNORE ANYONE COMING INTO YOUR WATCH AREA.**
11. Study materials may be read and used when time permits during watch (after assigned responsibilities). Recreational books and magazines, computer equipment and music players are not allowed on watch; the Night Engineer may have this material in his/her cabin. No food is allowed on watch; water, coffee or other non-alcoholic drinks are permitted (in EOS only), and must be kept clear of the console and equipment. The coffee mess may be used during watch, but must be cleaned and secured by the end of the 0400 – 0800 watch.

Safety

1. Always make a thorough round at the beginning of each watch noting any safety hazards. Log them, pass them on to all hands, and take appropriate action if available. (i.e. Rope off a missing handrail).

2. No welding, cutting, or other hot work is to be performed at night without the express permission of the Chief Engineer (or Assistant Engineers in his absence). Under no conditions is hot work to occur at night without the presence, knowledge, and approval of one of the supervisory staff.
3. In the event of a fire or other hazardous situation, all hands are to muster on the pier. If you should discover a fire notify the quarterdeck immediately so they can call the Fire Dept., then gather all watch and non-watch personnel to the pier; the Watch Engineer should bring the smooth log and sign-in log along when evacuating. The Night Mate will act as the person in charge and decide on appropriate action. **In the event of any fire alarm, false or actual, contact the Chief Engineer as soon as it is safe and practical to do so.**
4. Report any injuries, hazardous or potentially dangerous situations, or out of the ordinary occurrences to the Chief Engineer or other designated point of contact. The Faculty Officers would always rather hear about any potential trouble (even if it is minor) than not hear about it until it is too late.

Security

1. The Student Tool Room keys will be turned over to the watch at 1630. This space is to be kept locked except for necessary functions or access; note should be taken when access is given during the watch should questions arise later. Please note that theft is not usually a problem but its potential is always around.
2. All cadets and visitors shall travel in pairs aboard the Training Ship. The Night Engineer and Watch Engineer are excused from this requirement.

Watch Relief

1. The oncoming Night Engineer will report to the ship at 0700 and meet the off going Night Engineer and oncoming Faculty Officer in the EOS. The off-going Night Engineer will communicate all pertinent events from the evening to his/her relief and the Faculty Officer, and will then be relieved. The oncoming Night Engineer will now assume watch for the next 24 hours.
2. The Corps Chief Engineer, Corps 1st Assistant, or Corps 2nd Assistant will relieve the Staff Engineers at 1630 each afternoon. All daily info will be passed on at this time for the Corps of Cadets to assume the watch. The Night Engineer will assume watch in the EOS no later than 1630 and wait to be briefed by the Corps Chief, Corps 1st AE, or Corps 2nd AE about the day's events and any night orders. The Night Engineer is then responsible for writing the night orders and ensuring all watch standers follow them.
3. Prior to being relieved at 0700, the Night Engineer will finish the night orders by writing a brief summary of the evening's events. The Night Engineer should sign both the smooth log and night orders book.

4. Sports or Classes do not excuse one from missing watch. Watch bills are posted and cadets are responsible for the watch they are assigned. If a conflict comes up, watch exchanges should be submitted in accordance with the Watch Standing Regulations as described in the Student Handbook. **ALL CADETS EXCHANGING A WATCH ARE RESPONSIBLE FOR MAKING CORRECTIONS TO ALL WATCH BILLS.**

Maintenance

1. As part of the ongoing SeaStar preventative maintenance program used on the vessel, the Chief Engineer and Corps Chief Engineer may assign certain tests and inspections to be performed during watches. In general these will consist of written tasks with space to make a report of findings. These should be passed on from the Night Engineer to the Staff Engineer in the morning with a brief review of what was done. They will then be passed on to the Corps Chief for inclusion in his monthly folder.
2. In addition to the SeaStar system duties mentioned above, tasks may be assigned that are needed to continue with the daily maintenance and repair of the ship. The Corps Officers may assign weekend jobs. Any work performed should be logged in the logbook, included in the Night Engineer's summary in the Night Orders, and mentioned at the morning turnover; this should also include any supplies needed.

Watch Station and Engine Room Cleanliness

1. The watch station (EOS and its environment) is to be kept in good order at all times. No food or drink on the console, no food brought to watch, no trash or gear adrift, etc. The control room should be swept and mopped once a night, and all trash should be emptied to the dumpster (not the can on the dock) at the end of the 04-08 watch. The head in the EOS and the head on the main deck across from the Chief's office are to be kept clean and fully stocked at all times and have the trash emptied on the 04-08 watch. No trash should be left in the trashcans on the pier. Bring it all to the dumpster.
2. The coffee mess may be used during watch until further notice provided it is found clean, empty, and off every morning.
3. All 'unusable oily rag' bins are to be emptied daily by the 1600-2000 watch; oily rags should be bagged, tied off and placed in the HazMat locker across from the Boathouse. **NO OIL OR OIL FILLED CANS ARE TO BE DUMPED INTO ANY DUMPSTER.**