



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Bid Receiving - PWGSC / Réception des soumissions
- TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage , Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

SOLICITATION AMENDMENT

MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Interim Auxiliary Oiler Replenishment /Pétrolier

Ravitailleur d'escadre Intérimaire

105 Hotel de Ville

Gatineau

Quebec

K1A 0S5

Title - Sujet Emergency Towing Vessels	
Solicitation No. - N° de l'invitation F7017-160056/B	Amendment No. - N° modif. 006
Client Reference No. - N° de référence du client F7017-160056	Date 2017-12-15
GETS Reference No. - N° de référence de SEAG PW-\$\$MB-003-26383	
File No. - N° de dossier 003mb.F7017-160056	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 05:00 PM on - le 2018-01-31	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Aubin, Marc A.	Buyer Id - Id de l'acheteur 003mb
Telephone No. - N° de téléphone (819) 420-5452 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

The purpose of this Letter of Interest (LOI)/Request for Information (RFI) amendment 006 is to solicit comments and feedback from potential bidders concerning the attached draft Request for Proposal (RFP) including the revised draft Statement of Work (SOW) and its revised draft appendices and the draft Technical Evaluation.

RESPONSES TO THE LOI/RFI amendment 006:

A draft Request for Proposal (RFP) including the revised draft Statement of Work (SOW) and its revised draft appendices and draft Technical Evaluation are enclosed with this amendment 006.

Comments and suggestions are to be provided via e-mail to the PWGSC Contracting Authority, on or before the close of business on January 15th, 2018. Respondents are not required to provide formal proposals in response to this LOI/RFI amendment 006. Canada does not intend to have in-person meetings as a result of this LOI/RFI amendment 006 nor does Canada commit to providing a response to any of the feedback or questions posed to Canada as part of this feedback. However, Canada will consider all feedback received in response to the LOI/RFI amendment 006.

QUESTIONS ASSOCIATED WITH THESE DRAFT DOCUMENTS:

Along with your comments and suggestions, Canada is seeking feedback on the following questions:

Questions relating to the draft documents:

1. Are any clarifications required to the draft documents?
 - a. Are there missing elements/components to the work, tasks and/or deliverables that Canada should consider? If yes, please specify.
 - b. Are roles and responsibilities described in the documents clear or are there areas that you feel need to be further clarified, can you comment.
 - c. Are there any issues that would limit your ability to perform the work outlined in the documents? If yes, please specify.
 - d. Do you have any concerns with your ability to comply with the legislative, regulatory and policy requirements outlined in any of these documents?
2. Do you have any other recommendations that you would like Canada to consider?
3. Are there any elements within these draft documents that would limit your ability to respond? If yes, please specify.
4. Canada would like to understand better the time required to complete mobilization work (i.e. how much time would be required between contract award and start of operations).

NOTE TO INTERESTED SUPPLIERS

This is not a bid solicitation and a contract will not result. These draft documents may potentially be modified as a result of this LOI/RFI process.

Canada is issuing these draft documents publicly on BuyandSell website to ensure that Canada benefits from industry feedback in its development of a potential future RFP. Through the LOI/RFI process, Canada currently intends to only seek feedback in writing.

Potential respondents are advised that any information submitted to Canada in response to this LOI/RFI may be used by Canada in the development of a subsequent competitive RFP. Canada reserves the right to accept or not accept the input from industry, as well as alter, amend, delete or add, in whole or in part, any terms or provisions to or from these draft documents.

The issuance of this LOI/RFI amendment 006 does not create an obligation for Canada to issue a formal RFP, and does not bind Canada legally or otherwise, to enter into any agreement or to accept any suggestions from respondents. Participation in this LOI/RFI is not a condition or prerequisite for participation in any future RFP. The award of any contract resulting from any future RFP will be consistent with contracting policies, laws and regulations applicable to government contracting, and applicable national and international trade agreements.

Canada anticipates releasing future amendments to this LOI/RFI to provide updated documents as well as other RFP components (such as revised draft documents, Evaluation Criteria, etc.) for industry comments and suggestions.

All enquiries and other communications related to this LOI/RFI must be directed to the following address:

Attention: Marc Aubin

Telephone: 819-420-5452

E-mail Address: marc.a.aubin@tpsgc-pwgsc.gc.ca

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BID SOLICITATION **EMERGENCY TOWING VESSELS (ETVs)** **FOR** **THE CANADIAN COAST GUARD (CCG)**

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Annex F	Parental Guarantee
Annex G	Aboriginal Participation Component (APC)

List of Attachments to Part 3 (Bid Preparation Instructions):

- Attachment 3.1: Bid Submission Form

List of Attachments to Part 4 (Evaluation Procedures and Basis of Selection):

- Attachment 4.1: Technical Evaluation - Evaluation Criteria

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- Attachment 4.2: Financial Evaluation - Pricing Tables

List of Attachments to Part 5 (Certifications):

- Attachment 5.1: Declaration Form
- Attachment 5.2: List of Names
- Attachment 5.3: Federal Contractors Program for Employment Equity - Certification
- Attachment 5.4: Buy-in-Canada Certification
- Attachment 5.5: Aboriginal Participation Component (APC) Certification

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BID SOLICITATION **EMERGENCY TOWING VESSELS (ETVs)** **FOR** **THE CANADIAN COAST GUARD (CCG)**

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1** General Information: provides a general description of the requirement;
- Part 2** Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3** Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4** Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, if applicable, and the basis of selection;
- Part 5** Certifications: includes the certifications to be provided;
- Part 6** Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7** Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The annexes include the Statement of Work and any other annexes.

1.2 Summary

- (a) This bid solicitation is being issued to satisfy the requirement of the Canadian Coast Guard (CCG) (the "**Client**") for two Emergency Towing Vessels. It is intended to result in the award of a single contract for 3 years of services commencing on Inspection and Acceptance by the Client of the first available vessel plus 7 one-year irrevocable options allowing Canada to extend the term of the contract.
- (b) There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organizational security screening or security clauses, Bidders should refer to the Industrial and Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
- (c) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Canada-Peru Free Trade Agreement

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(CPFTA), the Canada-Colombia Free Trade Agreement (CColFTA), the Canada-Panama Free Trade Agreement (CPanFTA) if it is in force, the Agreement on Internal Trade (AIT) and The Canada-European Union Comprehensive Economic and Trade Agreement (CETA).

- (d) The Federal Contractors Program (FCP) for employment equity applies to this procurement: see Part 5 - Certifications, Part 7 - Resulting Contract Clauses and the form titled "Federal Contractors Program for Employment Equity - Certification".
- (e) The Phased Bid Compliance Process applies to this requirement.
- (f) This procurement is subject to the Maa-nulth First Nations Final Agreement (MFNFA).
- (g) This procurement is not a set aside under the federal government Procurement Strategy for Aboriginal Business (PASB), but does contain a Mandatory Aboriginal Participation Component.
- (h) Buy-in-Canada Policy will apply to all mobilisation, repair, maintenance, refit, outfitting (including dry-docking and conversions) and demobilisation work.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be provided in writing, by telephone or in person.

1.4 Conflict of Interest

Canada has engaged the assistance of the following private sector Contractors in the preparation of the bid solicitation;

- Altis Professional Recruitment – Paul Rudden

As such, Bidders should familiarize themselves with the terms concerning Conflict of Interest and Unfair Advantage (article 18 of the Standard Instructions and Conditions– Goods or Services – Competitive Requirements 2003 (2017-04-27)).

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PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

- (a) All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.
- (b) Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.
- (c) The 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation. If there is a conflict between the provisions of 2003 and this document, this document prevails.
- (d) Subsection 3 of Section 01, Integrity Provisions – Bid, of Standard Instructions 2003 incorporated by reference above is deleted in its entirety and replaced with the following:

3. List of Names

- a) Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner(s), at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA).
 - b) These Bidders must immediately inform Canada in writing of any changes affecting the list of directors during this procurement process.
- (e) Subsection 4 of Section 05, Submission of Bids, Standard Instructions 2003 is amended as follows:
 - (i) Delete: 60 days
 - (ii) Insert: 180 days

2.2 Submission of Bids

- (a) Bids must be submitted only to Public Works and Government Services Canada PWGSC Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.
- (b) Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant

- (a) Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

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(b) **Definitions**

For the purposes of this clause, "former public servant" is any former member of a department as defined in the [Financial Administration Act](#), R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- (i) an individual;
- (ii) an individual who has incorporated;
- (iii) a partnership made of former public servants; or
- (iv) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c.C-17, the [Defence Services Pension Continuation Act](#), 1970, c.D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c.R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c.R-11, the [Members of Parliament Retiring Allowances Act](#), R.S., 1985, c.M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c.C-8.

(c) **Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPS in receipt of a pension, as applicable:

- (i) name of former public servant;
- (ii) date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice](#): 2012-2 and the [Guidelines on the Proactive Disclosure of Contracts](#).

(d) **Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- (i) name of former public servant;
- (ii) conditions of the lump sum payment incentive;

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- (iii) date of termination of employment;
- (iv) amount of lump sum payment;
- (v) rate of pay on which lump sum payment is based;
- (vi) period of lump sum payment including start date, end date and number of weeks;
- (vii) number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.4 Enquiries - Bid Solicitation

- (a) All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.
- (b) Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

- (a) Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Note to Bidders: Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder. **Bidders are requested to indicate the Canadian province or territory they wish to apply to any resulting contract in their Bid Submission Form.**

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2.6 Buy-in-Canada

- (a) The Buy-in-Canada element of Canada's Shipbuilding and Industrial Marine Policy Framework (the Buy-in-Canada Policy) states that "the federal government will continue to procure, repair, and refit vessels in Canada subject to operational requirements and a competitive domestic marketplace". The Policy is the most significant shipbuilding support measure that Canada uses to generate economic activity and maintain domestic shipbuilding and broader marine capabilities.

[https://www.ic.gc.ca/eic/site/sim-cnmi.nsf/vwapj/framework-cadre01_eng.pdf/\\$file/framework-cadre01_eng.pdf](https://www.ic.gc.ca/eic/site/sim-cnmi.nsf/vwapj/framework-cadre01_eng.pdf/$file/framework-cadre01_eng.pdf)

2.7 Aboriginal Participation Component (APC)

- (a) The APC is a mechanism designed to meet the Government of Canada's objectives of encouraging Aboriginal socio-economic development through federal contracting opportunities. The APC is also designed to encourage Industry Respondents to contribute to creating long-term sustainable and meaningful socio-economic benefits for Aboriginal people, businesses and communities.

2.8 Bidders' Conference

- (a) A bidders' conference will be held, the date, time and location to be determined at a later date. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. Bidders should provide, in writing, to the Contracting Authority, the name(s) of the person(s) who will be attending and a list of issues they wish to table no later than to be determined at a later date.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

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PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- (a) **Copies of Bid:** Canada requests that Bidders provide their bid in separately bound sections as follows:

- (i) Section I: Technical Bid (1 original copy, 3 additional hard copies, and 2 soft copies on CD or DVD or USB key)
- (ii) Section II: Financial Bid (1 original copy, 1 additional hard copy)
- (iii) Section III: Certifications (1 original copy, 1 additional hard copy)

If there is a discrepancy between the wording of the soft copy and the original copy, the wording of the original copy will have priority over the wording of the soft copy.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

One copy of each Volume should be submitted as the original, and should be marked with the word "ORIGINAL".

- (b) **Format for Bid:** Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (i) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (ii) use a numbering system that corresponds to the bid solicitation;
- (iii) include a title page at the front of each volume of the bid that includes the title, date, bid solicitation number, bidder's name and address and contact information of its representative; and
- (iv) include a table of contents.

- (c) **Canada's Policy on Green Procurement:** In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process. See the Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- (i) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing a minimum of 30% recycled content; and
- (ii) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, and using staples or clips instead of cerlox, duotangs or binders.

- (d) Submission of more than one Bid:

- (i) The submission of more than one bid is permitted in response to this bid solicitation. If more than one bid are submitted, each bid must be a physically separate document, clearly marked as a separate bid. Each bid will be evaluated independently without regard to other bids submitted and, therefore, every bid must be complete.

- (e) **Joint Venture Experience:**

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- (i) Where the Bidder is a joint venture with existing experience as that joint venture, it may submit the experience that it has obtained as that joint venture.
- (ii) A joint venture bidder may rely on the experience of one of its members to meet any given technical criterion of this bid solicitation.
- (iii) Joint venture members cannot pool their abilities with other joint venture members to satisfy a single technical criterion of this bid solicitation. However, a joint venture member can pool its individual experience with the experience of the joint venture itself. Wherever substantiation of a criterion is required, the Bidder is requested to indicate which joint venture member satisfies the requirement. If the Bidder has not identified which joint venture member satisfies the requirement, the Contracting Authority will provide an opportunity to the Bidder to submit this information during the evaluation period. If the Bidder does not submit this information within the period set by the Contracting Authority, its bid will be declared non-responsive.
- (iv) Any Bidder with questions regarding the way in which a joint venture bid will be evaluated should raise such questions through the Enquiries process as early as possible during the bid solicitation period.

3.2 Section I: Technical Bid

- (a) In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders must demonstrate their capability in a thorough, concise and clear manner for carrying out the work.
- (b) The technical bid must address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.
- (c) The technical bid consists of the following:
 - (i) **Bid Submission Form:** Bidders are requested to include the Bid Submission Form - Attachment 3.1 to Part 3 with their bids. It provides a common form in which bidders can provide information required for evaluation and contract award, such as a contact name and the Bidder's Procurement Business Number, etc. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information required by the Bid Submission Form is incomplete or requires correction, Canada will provide the Bidder with an opportunity to do so.
 - (ii) **Security :** Bidders are requested to submit the following security information for each of the proposed resources (ETVs proposed Crew members) with their bids on or before the bid closing date:

SECURITY INFORMATION	
Name of individual as it appears on security clearance application form	

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Level of security clearance obtained	
Validity period of security clearance obtained	
Security Screening Certificate and Briefing Form file number	

If the Bidder has not included the security information in its bid, the Contracting Authority will provide an opportunity to the Bidder to submit the security information during the evaluation period. If the Bidder has not submitted the security information within the period set by the Contracting Authority, its bid will be declared non-responsive.

3.3 Section II: Financial Bid

- (a) **Pricing:** Bidders must submit their financial bid in accordance with the Attachment 4.2 to Part 4. The total amount of Applicable Taxes must be shown separately. Unless otherwise indicated, bidders must include a single, firm, all-inclusive price quoted in Canadian dollars in each cell requiring an entry in the pricing tables.
- (b) **All Costs to be Included:** The financial bid must include all costs for the requirement described in the bid solicitation for the entire Contract Period, including any option to extend the Contract Period. The identification of all necessary equipment required to meet the requirements of the bid solicitation and the associated costs of these items is the sole responsibility of the Bidder.
- (c) **Blank Prices:** Bidders are requested to insert "\$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in the tables. If the Bidder leaves any price blank, Canada will treat the price as "\$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, \$0.00. No bidder will be permitted to add or change a price as part of this confirmation. Any bidder who does not confirm that the price for a blank item is \$0.00 will be declared non-responsive.

3.4 Section III: Certifications

It is a requirement that bidders submit the certifications required under Part 5.

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ATTACHMENT 3.1 TO PART 3

BID SUBMISSION FORM

Bidder's full legal name <i>[Note to Bidders: Bidders who are part of a corporate group should take care to identify the correct corporation as the Bidder.]</i>		
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name:	
	Title:	
	Address:	
	Telephone #:	
	Fax #:	
	Email:	
Bidder's Procurement Business Number (PBN) <i>[see the Standard Instructions 2003]</i> <i>[Note to Bidders: Please ensure that the PBN you provide matches the legal name under which you have submitted your bid. If it does not, the Bidder will be determined based on the legal name provided, not based on the PBN, and the Bidder will be required to submit the PBN that matches the legal name of the Bidder.]</i>		
Jurisdiction of Contract: Province or Territory in Canada the Bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)		
Former Public Servants See the Article in Part 2 of the bid solicitation entitled "Former Public Servant" for a definition of "Former Public Servant".	Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation?	
	Yes ____ No ____	
	If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant "	
	Is the Bidder a FPS who received a lump sum payment under the terms of the terms of the Work Force Adjustment Directive? Yes ____ No ____ If yes, provide the information required by the Article in Part 2 entitled "Former Public Servant "	

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<p>Security Clearance Level of Bidder</p> <p>[include both the level and the date it was granted]</p> <p>[Note to Bidders: Please ensure that the security clearance matches the legal name of the Bidder. If it does not, the security clearance is not valid for the Bidder.]</p>	
<p>On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:</p> <ol style="list-style-type: none"> 1. The Bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation; 2. This bid is valid for the period requested in the bid solicitation; 3. All the information provided in the bid is complete, true and accurate; and 4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation. 	
<p>Signature of Authorized Representative of Bidder</p>	<hr style="border: 0; border-top: 1px solid black;"/>

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PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria. There are several steps in the evaluation process, which are described below. Even though the evaluation and selection will be conducted in steps, the fact that Canada has proceeded to a later step does not mean that Canada has conclusively determined that the Bidder has successfully passed all the previous steps. Canada may conduct steps of the evaluation in parallel.
- (b) An evaluation team composed of representatives of the Client and PWGSC will evaluate the bids on behalf of Canada. Canada may hire any independent consultant, or use any Government resources, to evaluate any bid. Not all members of the evaluation team will necessarily participate in all aspects of the evaluation.
- (c) PWGSC has engaged Knowles Consultancy Services Inc. as a fairness monitor for this procurement. The fairness monitor will not be part of the evaluation team, but will observe the evaluation of the bids with respect to Canada's adherence to the evaluation process described in this bid solicitation.
- (d) In addition to any other time periods established in the bid solicitation:
 - (i) **Requests for Clarifications:** If Canada seeks clarification or verification from the Bidder about its bid, the Bidder will have 2 working days (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the bid being declared non-responsive.
 - (ii) **Requests for Further Information:** If Canada requires additional information in order to do any of the following pursuant to the Section entitled "Conduct of Evaluation" in 2003, Standard Instructions - Goods or Services - Competitive Requirements:
 - (A) verify any or all information provided by the Bidder in its bid; or
 - (B) contact any or all references supplied by the Bidder (e.g., references named in the résumés of individual resources) to verify and validate any information submitted by the Bidder,

the Bidder must provide the information requested by Canada within 2 working days of a request by the Contracting Authority.
 - (iii) **Extension of Time:** If additional time is required by the Bidder, the Contracting Authority may grant an extension in his or her sole discretion.
- (e) Canada will use the Phased Bid Compliance Process described below.

4.2 Phased Bid Compliance Process

- (a) **General:**
 - (i) Canada is conducting the Phased Bid Compliance Process described below for this requirement.
 - (ii) Notwithstanding any review by Canada at Phase I or II of the Phased Bid Compliance Process, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this

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review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PHASED BID COMPLIANCE PROCESS ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE. THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (iii) Without prejudice to its other rights, Canada must have the right, in its absolute discretion, but must not be obliged, to request and accept any time, before or after the solicitation closing date, and consider as part of the Bid, any document and materials from Bidders to clarify the Bid or to correct deficiencies or errors in the Bid that are not significant in Canada's absolute discretion, including all matters of form or error in computation or failure to confirm by signing or similarly verifying acceptance. This must not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right.
- (iv) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2017-04-27) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in article 4.2 (a) (iii).
- (v) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

(b) Phase I: Financial Bid

- (i) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (ii) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.

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- (iii) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (iv) For Bids other than those described in article 4.2 (b) (iii), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders must not be entitled to submit any additional information in respect of their Financial Bid.
- (v) The Bidders who have been sent a Notice must have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (vi) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments must be identified by the Bidder and only these adjustments must be made. All submitted information must comply with the requirements of this solicitation.
- (vii) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, only that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (viii) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid must be considered non-responsive and will receive no further consideration.
- (ix) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

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(c) Phase II: Technical Bid

- (i) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the Phased Bid Compliance Process. Mandatory technical criteria that are not identified in the solicitation as being subject to the Phased Bid Compliance Process, will not be evaluated until Phase III.
- (ii) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder must not be entitled to submit any response to the CAR.
- (iii) A Bidder must have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (iv) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder must identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (v) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (vi) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, only that part of the original Bid as is permitted in this Section.
- (vii) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that

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requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder must bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid.

- (viii) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid must be considered non-responsive and will receive no further consideration.
- (ix) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

(d) **Phase III: Final Evaluation of the Bid**

- (i) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (ii) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.3 Technical Evaluation

(a) **Mandatory Technical Criteria:**

- (i) The Phased Bid Compliance Process will apply to all mandatory technical criteria
- (ii) The mandatory technical criteria are described in attachment 4.1 (Technical Evaluation – Evaluation Criteria).

(b) **Point-Rated Technical Criteria:**

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly. The point-rated technical criteria are described in attachment 4.1 (Technical Evaluation – Evaluation Criteria).

4.4 Financial Evaluation

- (a) The Bidders' Financial Bids will be evaluated by the PWGSC Contracting Authority.
- (b) The financial evaluation will be conducted by calculating the Total Bid Price using the Pricing Tables completed by the bidders, in accordance with the pricing tables provided in Attachment 4.2 (Financial Evaluation – Pricing Tables).

4.5 Ranking of the Bids

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- (a) The Top-Ranked Responsive bid will be determined based on the bid that has met all of the Mandatory Requirements of the bid solicitation and offers the Highest Responsive Combined Rating of Technical Merit (30%) and Price (70%).
- (b) The following formula will be used to determine the Highest Responsive Combined Rating of Technical Merit and Price:
 - (i) Calculation of Total Technical Score: The Total Technical Score will be computed for each responsive bid by converting the Technical Score obtained for the point-rated technical criteria using the following formula, rounded to two decimal places:

$$\frac{\text{Technical Score}}{\text{Maximum Technical Points of 350 as per Attachment 4.1.}} \times 30 = \text{Total Technical Score}$$
 - (ii) Calculation of Total Financial Score: The Total Financial Score will be computed for each responsive bid by converting the Financial Score obtained for the financial evaluation using the following formula rounded to two decimal places:

$$\frac{\text{Lowest Financial Evaluated Price}}{\text{The Bidder's Financial Evaluated Price}} \times 70 = \text{Total Financial Score}$$
 - (iii) Total Technical Score + Total Financial Score = Combined Rating of Technical Merit (30%) and Price (70%).

4.6 Vessels Confirmation Assessment

- (a) Canada may, but will have no obligation, to require that the Top-Ranked Responsive bid (identified based on article 4.5 above) demonstrate any features, functionality and capabilities described in this bid solicitation or in its bid, in order to verify compliance with the requirements of this bid solicitation. If required, the Vessels Confirmation Assessment must be conducted, at no cost to Canada, at a location chosen by the Bidder. Canada will provide no fewer than 10 working days of notice before the scheduled date for the Vessels Confirmation Assessment. Once the Vessels Confirmation Assessment has begun, it must be completed within 3 days. The Vessels Confirmation Assessment must be conducted during normal business hours, to be determined by the Contracting Authority.
- (b) Canada will pay its own travel and salary costs associated with any Vessels Confirmation Assessment. Despite the written bid, if Canada determines during a demonstration that the Bidder's proposed solution does not meet the mandatory requirements of this bid solicitation, the bid will be declared non-responsive. Canada may, as a result of the Vessels Confirmation Assessment, reduce the score of the Bidder on any rated requirement, if the Vessels Confirmation Assessment indicates that the score provided to the Bidder on the basis of its written bid is not validated by the Vessels Confirmation Assessment. The Bidder's score will not be increased as a result of any demonstration. If the Bidder's score is reduced by the Vessels Confirmation Assessment, Canada will reassess the ranking of all bidders.
- (c) If Canada determines that the proposed Vessels does not meet any mandatory requirement of the bid solicitation, the bid will fail the Vessels Confirmation Assessment and the bid will be disqualified. Canada may also, as a result of the Vessels Confirmation Assessment, reduce the score of the Bidder on any rated requirement, if the Vessels Confirmation Assessment indicates that the score provided to the Bidder on the basis of its written bid is not validated by such Vessels Confirmation Assessment. The Bidder's score will not be increased as a result of the Vessels Confirmation Assessment. If the Bidder's score is reduced as a result of such Vessels Confirmation Assessment, Canada will reassess the ranking of all bidders. If, as per Canada's reassessment, the Top-Ranked Responsive Bid has changed then a new Vessels Confirmation Assessment will be performed on the next Highest Responsive Combined Rating of Technical Merit and Price bid.

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4.7 Basis of Selection

- (a) The Bidder who has submitted a responsive bid; has met all mandatory criteria, was successful on the Vessels Confirmation Assessment (if required by Canada) and offers the Highest Responsive Combined Rating of Technical Merit (30%) and Price (70%) will be recommended for contract award.
- (b) One contract may be awarded in total as a result of this bid solicitation.
- (c) Bidders should note that all contract awards are subject to Canada's internal approvals process, which includes a requirement to approve funding in the amount of any proposed contract. Despite the fact that the Bidder may have been recommended for contract award, a contract will only be awarded if internal approval is granted according to Canada's internal policies. If approval is not granted, no contract will be awarded.

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ATTACHMENT 4.1 TO PART 4

TECHNICAL EVALUATION – EVALUATION CRITERIA
(See attached hereto)

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TABLE 2		
PLANS AND REPORTS		
ITEM	DESCRIPTION OF REQUIREMENT	FIRM ALL INCLUSIVE PRICE
1	ETV 1 - For providing all plans and reports as described in Annex A.	\$
2	ETV 2 - For providing all plans and reports as described in Annex A.	\$
TOTAL		\$(Sum of price for item 1 + price for item 2)

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TABLE 3				
ACCOMODATING EXTRA PERSONS FROM CANADA				
Column (a)	Column (b)	Column (c)	Column (d)	Column (e)
ITEM	DESCRIPTION OF REQUIREMENT	FIRM ALL INCLUSIVE DAILY RATE FOR 1 ADDITIONAL RESOURCE FROM CANADA (INCLUDES ALL NIGHT ACCOMODATION)	FIRM ALL INCLUSIVE DAILY RATE FOR 1 ADDITIONAL RESOURCE FROM CANADA (INCLUDES ALL MEALS, BUT EXCLUDES NIGHT ACCOMODATION)	TOTAL (c*1095)*6 + (d*1095)*6
1	ETV 1 - For accommodating extra persons on board the Vessel as described in Annex A.	\$	\$	\$
2	ETV 2 - For accommodating extra persons on board the Vessel as described in Annex A.	\$	\$	\$
			TOTAL	\$ (Sum of Column (d) of item 1 + Column (d) of item 2)

TABLE 4			
SKILL AND KNOWLEDGE TRANSFER PLAN – IN-CLASSROOM FAMILIARIZATION - TRAINER			
Column (a)	Column (b)	Column (c)	Column (d)
ITEM	DESCRIPTION OF REQUIREMENT	FIRM ALL INCLUSIVE PER DIEM RATE PER TRAINER	TOTAL (c*45)
1	ETV 1 – For providing a trainer to conduct in-Classroom familiarization as described in Annex A.	\$	\$
2	ETV 2 – For providing a trainer to conduct in-Classroom familiarization as described in Annex A.	\$	\$
	TOTAL		\$ (Sum of Column (d) of item 1 + Column (d) of item 2)

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TABLE 5			
SKILL AND KNOWLEDGE TRANSFER PLAN – SIMULATION			
Column (a)	Column (b)	Column (c)	Column (d)
ITEM	DESCRIPTION OF REQUIREMENT	FIRM ALL INCLUSIVE RATE PER STUDENT	TOTAL (c*8*10)
1	ETV 1 – For providing simulation training to students as described in Annex A.	\$	\$
2	ETV 2 – For providing simulation training to students as described in Annex A.	\$	\$
TOTAL			\$ (Sum of Column (d) of item 1 + Column (d) of item 2)

TABLE 6			
SKILL AND KNOWLEDGE TRANSFER PLAN – SUPPORT TO THE CANADIAN COAST GUARD (CCG) COLLEGE			
Column (a)	Column (b)	Column (c)	Column (d)
ITEM	DESCRIPTION OF REQUIREMENT	FIRM ALL INCLUSIVE PER DIEM RATE PER TRAINER	TOTAL (c*50)
1	ETV 1 - For supporting the CCG College as described in Annex A.	\$	\$
2	ETV 2 - For supporting the CCG College as described in Annex A.	\$	\$
TOTAL			\$ (Sum of Column (d) of item 1 + Column (d) of item 2)

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TABLE 7		
DEMobilISATION		
ITEM	DESCRIPTION OF REQUIREMENT	FIRM PRICE
1	ETV 1 - For demobilising the ETV as described in Annex A of the Contract.	\$
2	ETV 2 - For demobilising the ETV as described in Annex A of the Contract.	\$
TOTAL		\$ (Sum of price for item 1 + price for item 2)

TABLE 8				
RESOURCE CATEGORIES FOR ADDITIONAL WORK REQUIREMENT - FOR 3 YEARS + 7 ONE-YEAR IRREVOCABLE OPTIONS				
Column (a)	Column (b)	Column (c)	Column (d)	Column (e)
ITEM	DESCRIPTION OF REQUIREMENT (EXCLUDING ANY MANDATORY CREW NEEDED WITH THE VESSELS)	FIRM ALL INCLUSIVE PER DIEM RATE FOR 3 YEARS	FIRM ALL INCLUSIVE PER DIEM RATE FOR THE 7 OPTION YEARS	TOTAL (c*50)*3 + (d*25)*7
1	Master Experience required: STCW NC1 certificate and a minimum 5 years' experience as Master offshore support vessels.	\$	\$	\$
2	Chief Engineer Experience required: STCW First Class Engineer certificate and a minimum 5 years' experience as Chief Engineer offshore support vessels.	\$	\$	\$
3	Third Officer	\$	\$	\$

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	Experience required: STCW NC1 certificate and 1 year experience offshore support vessels.	\$			
4	Chief Officer Experience required: STCW NC1 certificate and a minimum 5 years' experience as Chief Officer offshore support vessels.	\$	\$		\$
5	2 nd Engineer Experience required: STCW Second Class Engineer certificate and a minimum 5 years' experience offshore support vessels.	\$	\$		\$
6	Fourth Engineer Experience required: STCW Fourth Class Engineer certificate and minimum of 1 year of experience offshore support vessels.	\$	\$		\$
7	Crane Operator Experience required: Minimum of 5 years' experience offshore support vessels.	\$	\$		\$
8	DP Officer Experience required: DP certificate and a minimum of 5 years' experience, DP operations on offshore support vessels.	\$	\$		\$
9	Cook Experience required: STCW Ship's Cook certificate and a minimum 5 years' experience offshore support vessels.	\$	\$		\$
10	2 nd Cook Experience required:	\$	\$		\$

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	STCW Ship's Cook certificate and a minimum of 1 year experience offshore support vessels.			
11	Deckhand	\$	\$	\$
	Experience required: STCW Bridge Watchman Certificate and a minimum of 1 year experience offshore support vessels.			
TOTAL				\$ (Sum of Column (e))

TABLE 9				
BIDDER'S FINANCIAL EVALUATED PRICE				
TOTAL FROM TABLE 1 + TABLE 2 + TABLE 3 + TABLE 4 + TABLE 5 + TABLE 6 + TABLE 7 + TABLE 8 = \$ BIDDER'S FINANCIAL EVALUATED PRICE				

Data has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a commitment by Canada, it is provided purely for information purposes.

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PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with Bid

Bidders must submit the following duly completed certifications as part of their bid.

(a) Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences of section 01 of the Standard Instructions, the Bidder must provide with its bid, the completed Declaration Form (Attachment 5.1 Part 5), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

(a) Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder (see Attachment 5.2 to Part 5).

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the names of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

(b) Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada \(ESDC\) - Labour's website](#).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

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Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed Attachment 5.3 to Part 5 Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

(c) **Buy-in-Canada – Certification Form**

By submitting a bid, the Bidder certifies that it will meet the Buy-in-Canada obligations. Therefore, the Bidder must provide the Contracting Authority with a completed Buy-in-Canada Certification form provided at Attachment 5.4 to Part 5.

(d) **Aboriginal Participation Component – Certification Form**

By submitting a bid, the Bidder certifies that it will meet the Aboriginal Participation Component. Therefore, the Bidder must provide the Contracting Authority with a completed APC Certification form provided at Attachment 5.5 to Part 5.

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ATTACHMENT 5.1 TO PART 5

DECLARATION FORM

This declaration form must be submitted as part of the bidding process. Please complete and submit in a sealed envelope labelled "Protected" to the attention of Integrity, Departmental Oversight Branch, PWGSC, 11 Laurier Street, Place du Portage, Phase III, Tower A, 10A1, Room 108, Gatineau (Québec) Canada K1A 0S5. Include the sealed envelope with your bid submission. This form is considered "Protected B" when completed.	
Complete Legal Name of Company:	
Company's address:	
Company's Procurement Business Number (PBN):	
Bid Number:	
Date of Bid: (YY-MM-DD)	

Have you ever, as the bidder, your affiliates or has one of your directors, been convicted or have pleaded guilty of an offence in Canada or similar offence elsewhere under any of the following provisions ¹ :

	Yes	No	Comments
Financial Administration Act 80(1) d): False entry, certificate or return 80(2): Fraud against Her Majesty 154.01: Fraud against Her Majesty	<input type="checkbox"/>	<input type="checkbox"/>	
Criminal Code 121: Frauds on the government and contractor subscribing to election fund 124: Selling or Purchasing Office 380: Fraud – committed against Her Majesty 418: Selling defective stores to Her Majesty	<input type="checkbox"/>	<input type="checkbox"/>	

In the last 3 years, have you, as the bidder, your affiliates or one of your directors, been convicted or have pleaded guilty of an offence in Canada or elsewhere under any of the following provisions ¹ :

Criminal Code 119: Bribery of judicial officers 120: Bribery of officers 346: Extortion 366 to 368: Forgery and other offences resembling forgery 382: Fraudulent manipulation of stock exchange transactions 382.1: Prohibited insider trading 397: Falsification of books and documents 422: Criminal breach of Contract 426: Secret commissions 462.31 Laundering proceeds of crime 467.11 to 467.13: Participation in activities of criminal organization	<input type="checkbox"/>	<input type="checkbox"/>	
Competition Act 45: Conspiracies, agreements or arrangements between competitors 46: Foreign directives 47: Bid rigging 49: Agreements or arrangements of federal financial institutions	<input type="checkbox"/>	<input type="checkbox"/>	

¹ for which no pardon or equivalent has been received.

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	Yes	No	Comments
52: False or misleading representation 53: deceptive notice of winning a prize			
Corruption of Foreign Public Officials Act 3: Bribing a foreign public official 4: Accounting 5: Offence committed outside Canada Controlled Drugs and Substance Act 5: Trafficking in substance 6: Importing and exporting 7: Production of substance	<input type="checkbox"/>	<input type="checkbox"/>	
Other Acts 239: False or deceptive statements of the Income Tax Act 327: False or deceptive statements of the Excise Tax Act	<input type="checkbox"/>	<input type="checkbox"/>	

Additional Comment

- ☐ I, (name) _____, (position) _____, of (company name bidder) _____ authorise PWGSC to collect and use the information provided, in addition to any other information that may be required to make a determination of ineligibility and to publicly disseminate the results.
- ☐ I, (name) _____, (position) _____, of (company name bidder) _____ certify that the information provided in this form is, to the best of my knowledge, true and complete. Moreover, I am aware that any erroneous or missing information could result in the cancellation of my bid as well as a determination of ineligibility/suspension.

We appreciate your interest in doing business with The Government of Canada and your understanding on the additional steps that we need to take to protect the integrity of PWGSC's procurement process.

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ATTACHMENT 5.2 TO PART 5

LIST OF NAMES

In accordance with Part 5, Article 5.2 (a) – Integrity Provision – List of Names, please complete the Form below.

Complete Legal Name of Company	
Company's address	
Company's Procurement Business Number (PBN)	
Solicitation number	
Board of Directors (Use Format – first name last name) Or put the list as an attachment	
1. Director	
2. Director	
3. Director	
4. Director	
5. Director	
6. Director	
7. Director	
8. Director	
9. Director	
10. Director	
Other members	
Comments	

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ATTACHMENT 5.3 TO PART 5

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for [Employment and Social Development Canada \(ESDC\)](#) - Labours' website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a [federally regulated employer](#) being subject to the *Employment Equity Act*.
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1 The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC -Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity \(LAB1168\)](#) to ESDC -Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC -Labour.

B. Check only one of the following:

- ☐ B1 The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions).

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ATTACHMENT 5.4 TO PART 5

BUY-IN-CANADA CERTIFICATION

The Contractor hereby declares and certifies that all work for the mobilisation, repair, maintenance, refit, outfitting and demobilisation, as identified in the Bidder's proposed Maintenance Plan, will be performed in Canada.

This Certification is executed and signed by duly authorized representatives.

DATE

NAME OF COMPANY

NAME AND TITLE OF PERSON SIGNING THE CERTIFICATION

SIGNATURE

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ATTACHMENT 5.5 TO PART 5

ABORIGINAL PARTICIPATION COMPONENT (APC) CERTIFICATION

The Bidder agrees that at least 1% of the value of the Work to be performed under the Contract must be subcontracted to Aboriginal Business(es).

In respect of the Contract, at least 1% of the value of the Work to be performed must be performed by the Aboriginal business, the Aboriginal component(s) of a joint venture, an Aboriginal subcontractor, or Aboriginal individuals, and the Contractor must be able to demonstrate, at the time of audit, that it meets this requirement.

An Aboriginal business can be a Band as defined by the Indian Act, or a sole proprietorship, a limited company, a cooperative, a partnership or a not-for-profit organization in which Aboriginal persons have at least 51% ownership and control.

An Aboriginal business could also consist of a joint venture made up of two or more Aboriginal businesses, or an Aboriginal business and a non-Aboriginal business(es), provided that the Aboriginal business(es) has at least 51% ownership and control of the joint venture.

The Bidder agrees that it will comply with the requirements above, and will meet all of its obligations under the Aboriginal Participation Component and that this will be subject to audit by Canada.

This Certification is executed and signed by duly authorized representatives.

DATE

NAME OF COMPANY

NAME AND TITLE OF PERSON SIGNING THE CERTIFICATION

SIGNATURE

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PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirement

- (a) Before award of a contract, the following conditions must be met:
 - (i) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (ii) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (iii) the Bidder must provide the address(es) of proposed site(s) or premises of work performance and document safeguarding as indicated in Part 3 - Section IV, Additional Information.
- (b) Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
- (c) For additional information on security requirements, Bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
- (d) In the case of a joint venture bidder, each member of the joint venture must meet the security requirements.

6.2 Financial Capability

- (a) SACC Manual clause A9033T (2001-07-16) Financial Capability applies, except that subsection 3 is deleted and replaced with the following: "If the Bidder is a subsidiary of another company, then any financial information required by the Contracting Authority in 1(a) to (f) must also be provided by each level of parent company, up to and including the ultimate parent company. The financial information of a parent company does not satisfy the requirement for the provision of the financial information of the Bidder; however, if the Bidder is a subsidiary of a company and, in the normal course of business, the required financial information is not generated separately for the subsidiary, the financial information of the parent company must be provided. If Canada determines that the Bidder is not financially capable but the parent company is, or if Canada is unable to perform a separate assessment of the Bidder's financial capability because its financial information has been combined with its parent's, Canada may, in its sole discretion, award the contract to the Bidder on the condition that one or more parent companies grant a performance guarantee to Canada."
- (b) In the case of a joint venture bidder, each member of the joint venture must meet the financial capability requirements.

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PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

7.1 Requirement

- (a) _____ (the "**Contractor**") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes:
- (i) Providing on delivery the services of two fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.
 - (ii) Providing the required plans and reports all as described in Annex A;
 - (iii) Accommodating extra persons on board as described in Annex A, as and when designated by the Canadian Coast Guard;
 - (iv) Providing training, as and when requested by Canada and as described in Annex A; and
 - (v) Performing Additional Work Requirements (AWRs), as and when requested by Canada; and
 - (vi) Providing demobilisation services as described in Annex A.
- (b) **Client:** Under the Contract, the "**Client**" is the Canadian Coast Guard (CCG) an agency of the Department of Fisheries and Oceans (DFO).
- (c) **Reorganization of Client:** The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of the Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.
- (d) **Defined Terms:** Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Also, the following words and expressions have the following meanings:
- (i) Crew means the Master, officers, ratings and any other personnel on board the vessels and in each case provided by the Contractor, it excludes personnel designated by the Client to be on board at any time.
 - (ii) "ETV" means Emergency Towing Vessel;
 - (iii) Time Charter means the hiring of a vessel for a specific period of time; the Contractor manages the vessel but the Client directs the vessel on where, when and what to do.

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7.2 Optional Goods and/or Services

- (a) The Contractor grants to Canada the irrevocable option to acquire the services described under article 7.1 of the Contract, for one or both vessels, under the same terms and conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority by notice in writing and will be evidenced, for administrative purposes only, through a contract amendment.
- (b) Option to Purchase
 - (i) Canada will be afforded the option to purchase one or both vessels, such right commencing upon the completion of the fifth year of Service and exercisable until the end of the subsequent Option to Extend the Contract (as exercised).
 - (ii) The Parties must (without obligation) use its best efforts to agree upon the terms of a contract and a sale price for one or both vessels.
- (c) The Contracting Authority may exercise any option within thirty calendar days before the expiry of the Contract by sending a written notice to the Contractor.

7.3 Additional Work Requirements

- (a) During the course of the Work, there may be Additional Work Requirements (AWR) that may be required by Canada on the ETVs.
- (b) Additional Work Requirements (AWRs) encompass Work that is over and above the current Contract requirements, but within the scope of the Contract.
- (c) AWRs, which represent one-time only services, will be authorized via a Task Authorization (see annex D) in accordance with Article 7.4.
- (d) The AWR Work must be carried out only after receipt of written authorization.
- (e) All AWRs regardless of value must be authorized by the Contracting Authority (CA). Once approved, the CA will forward a signed copy of the authorized AWR task to the Contractor on a Task Authorization Form (see Annex D).

7.4 Task Authorizations (TA)

- (a) The form attached at Annex D is the Task Authorization form that will be used to authorize; (1) Additional Work Requirements, (2) accommodating extra persons and (3) training under this Contract. The Contractor must not proceed with any additional work without receiving a duly authorized Task Authorization.
- (b) Details of each task assigned will be described in an individual Task Statement of Work (SOW).
- (c) All the terms and conditions of the Contract apply to this Task Authorization method and cannot be amended without written authorization by the Contracting Authority.
- (d) Work defined in the Task SOW will be within the scope of the Statement of Work of Annex A of the Contract. The Contractor must control all Work by the serial numbers assigned to all Task SOWs.
- (e) These procedures must be followed for any AWR.
 - (i) When Canada requests an AWR:

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- (A) The Technical Authority will provide the Contracting Authority with written technical instructions detailed in a Task SOW, signed by the Technical Authority and approved by the Contracting Authority, in sufficient detail to allow the Contractor to provide the following information:
 - (I) any impact of the AWR on the requirement of the Contract;
 - (II) a price breakdown of the cost ; and
 - (III) Any changes (positive or negative) on the Health and Safety impact of the vessels.
 - (B) The Contracting Authority will then forward this information to the Contractor.
 - (C) The Contractor will prepare an offer and will send it to the Contracting Authority, within 2 working days of receipt, for evaluation and negotiation. Once agreement has been reached, the Canadian Coast guard will prepare the form attached at Annex D, to be signed by the Requisition Authority and approved by the Contracting Authority. This constitutes the written authorization for the Contractor to proceed with the AWR, and the Contract will be amended accordingly.
- (ii) When the Contractor requests an AWR:
- (A) The Contractor must provide the Contracting Authority with a request for an AWR in sufficient detail for review by Canada.
 - (B) The Contracting Authority will forward the request to the Technical Authority for review.
 - (C) If Canada agrees that an AWR is required, then the procedures detailed in article 7.4 are to be followed.
 - (D) The Contracting Authority will inform the Contractor in writing if Canada determines that the AWR is not required within 15 days or such longer time period as the CA may in writing direct.
- (iii) Approval
- (A) The Contractor must not proceed with any TA work without the written authorization of the Contracting Authority. Any work performed without the Contracting Authority's written authorization will be considered outside the scope of the Contract and no payment will be made for such work.
- (f) **Periodic Usage Reports:**
- (i) The Contractor must compile and maintain records on its provision of services to the federal government under the Task Authorizations validly issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The data must be submitted on quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.
 - (ii) The quarterly periods are defined as follows:
 - (A) 1st quarter: April 1 to June 30;

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- (B) 2nd quarter: July 1 to September 30;
- (C) 3rd quarter: October 1 to December 31; and
- (D) 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than fifteen calendar days after the end of the reporting period.

- (iii) Each report must contain the following information for each validly issued TA (as revised):
 - (A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;
 - (B) a title or a brief description of each authorized task;
 - (C) the total estimated cost specified in the validly issued TA of each task, exclusive of Applicable Taxes;
 - (D) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
 - (E) the start and completion date for each authorized task; and
 - (F) the active status of each authorized task as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).
- (iv) Each report must also contain the following cumulative information for all the validly issued TAs (as revised):
 - (A) the amount, exclusive of Applicable Taxes, specified in the Contract (as last revised, as applicable) as Canada's total liability to the Contractor for all authorized TAs; and
 - (B) the total amount, exclusive of Applicable Taxes, expended to date against all validly issued tasks.

7.5 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

(a) General Conditions:

- (i) 2035 (2016-04-04) General Conditions – Higher Complexity – Services, apply to and form part of the Contract.

(b) Supplemental General Conditions:

The following Supplemental General Conditions:

- (i) 4006 (2010-08-16) Supplemental General Conditions – Contractor to Own Intellectual Property Rights in Foreground Information;
- (ii) 1031-2 (2012-07-16), Contract Cost Principles

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- (i) A8501C (2014-06-26), Vessel Charter – Contract

apply to and form part of the Contract.

7.6 Security Requirement

- (a) The Contractor must, at all times during the performance of the Contract hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- (b) The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
- (c) Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- (d) The Contractor must comply with the provisions of the:
 - (i) a. Security Requirements Check List and security guide (if applicable), attached at Annex E;
 - (ii) Industrial Security Manual (Latest Edition).

7.7 Contract Period

- (a) Contract Period
 - (i) The Contract Period is from date of Contract to sixty days after the expiration of the ETV Services Period.
 - (ii) The ETV Services Period commences upon the acceptance of the first available ETV and expires thirty six months thereafter.
- (b) **Option to Extend the Contract:**
 - (i) The Contractor grants to Canada the irrevocable option to extend the ETV Service Period by up to 7 additional one-year period(s) under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.
 - (ii) Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

7.8 Delivery and Redelivery

- (a) Delivery date and place
 - (i) ETV 1 must be delivered, inspected and accepted by the Client in Victoria prior to September 30th 2018.
 - (ii) ETV 2 must be delivered, inspected and accepted by the Client in Victoria prior to September 30th 2019.

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- (iii) Subject to Article 7.8 (b) – Mobilisation, each vessel must be delivered to the Client free of all cargoes and with her cargo tanks clean to applicable industry standards. The port or place of delivery must be such that each vessel will always lie safely afloat.
- (b) Mobilisation
 - (i) Mobilisation must be performed as described in Annex A of the Contract. The Client will pay the mobilisation fees per article 7.19 (Payment) of the Contract.
- (c) Cancelling
 - (i) If either one of the vessel is not delivered by the respective Cancelling dates described in Article 7.8 (a) above, the Client will be entitled to cancel this Contract. However, if the Contractor knows or ought reasonably to know that they will be unable to deliver the vessels by the cancelling dates, they must give notice in writing to the Client thereof as soon as reasonably practicable stating in such notice the dates by which they will be able to deliver the vessels. The Client may within 14 calendar days of receipt of such notice give notice in writing to the Contractor cancelling this Contract. If the Client does not give such notice, then the later date specified in the Contractor's notice must be substituted for the cancelling date for the purposes of this Contract. With the exception of the Contractor's obligation under article 7.20(h)(i) for Late Delivery Credit, in the event the Client cancels the Contract it must terminate on terms that neither party must be liable to the other for any losses incurred by reason of the non-delivery of the vessels or the cancellation of the Contract.
- (d) Redelivery
 - (i) Each vessel must be re-delivered on the expiration or earlier termination of this Contract free of cargo at the port or place described in Article 7.8 (a) or such other port or place as may be mutually agreed. The Client must give no less than 60 days' notice in writing of their intention to redeliver each vessel.
- (e) Demobilisation
 - (i) Except in the event of termination due to the Contractor's default, the Contractor will perform the demobilisation described in Annex A of the Contract. The Client will pay the demobilisation fees per article 7.19 (Payment) of the Contract, which must be paid on the expiration or on earlier termination of this Contract.

7.9 Condition of Vessels

- (a) At the date of delivery the vessels must be of the description and class as specified in Annex A and possess a hull and machinery that is to the satisfaction of the Client.
- (b) The Contractor must exercise due diligence to maintain the vessels in such a class and in every way fit for the service stated in Article 7.12 (Employment and Area of Operation) throughout the Contract Period.

7.10 Surveys, Audits and Inspections

- (a) Surveys
 - (i) Upon delivery and redelivery of each vessel, both the Contractor and the Client must jointly appoint an independent surveyor for the purposes of determining and recording in writing:
 - (A) the type and quantity of fuel;

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- (B) the quantity of potable water remaining onboard; and
- (C) the cleanliness and condition of each vessel at the time of delivery and redelivery respectively.
- (D) all corrective action findings from the Common Marine Inspection Document (CMID) or, the Offshore Vessel Inspection Database (OVID) inspection are verified as completed.

Both the Contractor and the Client must jointly share the time and expenses of such surveys.

(b) Audit and inspections

- (i) Prior to delivery and acceptance the Contractor must provide the Client with such information and documentation as the Client may reasonably require to conduct an audit on each vessel, survey or inspection, upon reasonable notice, including, but not limited to the following:
 - (A) The Common Marine Inspection Document (CMID) as published by the International Marine Contractors Association (IMCA), completed by an accredited surveyor no more than 30 calendar days prior to delivery of each vessel to the Client. Corrective actions in the report findings must be corrected prior to delivery and acceptance of each vessel; or
 - (B) The Offshore Vessel Inspection Database (OVID) as published by the Oil Companies International Marine Forum (OCIMF), completed by an accredited surveyor no more than 30 calendar days prior to delivery of each vessel to the Client. Corrective actions in the report findings must be corrected prior to delivery and acceptance of each vessel.
- (ii) Provided that audits, assessments, surveys or inspections can be accomplished without hindrance to the working or operation of or delay to each vessel, and subject to prior consent, which must not be unreasonably withheld, the Contractor must provide full access to each vessel prior to delivery for the Clients or their appointed auditor to carry out, on each vessel, audits, assessments, surveys and inspections.
- (iii) The Client must have the right at any time during the Contract Period, subject to a five days prior written notice, to conduct, or have conducted, any audits, assessments, surveys or inspections of each vessel.
- (iv) The Contractor and the Crew must assist the Clients with the audits, assessments, surveys and inspections.
- (v) The results, conclusions and any recommendations arising from such audits, assessments, surveys and inspections must be presented to the Contractor for review and reasonable time to comment prior to inclusion in Offshore Vessel Inspection Database (OVID) and Common Marine Inspection Document (CMID) or similar systems.

7.11 Structural Alterations and Additional Equipment

- (a) The Client must have the option, at their expense, to make structural alterations to each vessel or install additional equipment, both requiring the written consent of the Contractor, which must not be unreasonably withheld. Unless agreed, each vessel are to be redelivered reinstated and all additional equipment removed, at the Client's expense, to her condition on delivery, fair wear and tear excepted. Each vessel is to remain on hire during any period of these

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alteration or reinstatement. The Client must at all times be responsible for repair and maintenance of any such alteration or additional equipment. However, the Contractor may, upon giving notice and obtaining approval from the Client, which must not be unreasonably withheld, undertake any such repair and maintenance at the Client's expense, when necessary for the safe and efficient performance of each vessel. The equipment installed by the Client must not become the property of the Contractor.

7.12 Employment and Area of Operation

- (a) The vessels must be employed in offshore activities which are lawful in accordance with the law of the place of the vessel's flag or registration and of the place of operation. Such activities must be restricted to the service(s) described in the Concept of Operation of Annex A, and to voyages between any good and safe port or place or Offshore Units where the vessels can safely lie always afloat within International Navigational Limits. The Client does not warrant the safety of any such port or place or Offshore Unit but must exercise due diligence in issuing their orders to each vessel and having regard to her capabilities and the nature of her employment.
- (b) **Permission and licenses:** Relevant permission and licenses from responsible authorities for each vessel to enter, work in and leave the Area of Operation must be obtained by the Contractor.
- (c) **The Vessels' space:** All the Vessels' tanks, decks and usual place of loading and accommodation throughout the Contract Period must be at the Client's disposal reserving proper and sufficient space for the Vessels' Crew, tackle, apparel, furniture, provisions and stores. The Client must be entitled to carry, so far as space and certification is available and for their purposes in connection with their operations:
 - (i) Persons other than Crew, other than fare paying, and for such purposes to make use of the Vessels' available accommodation as described in Annex A. The Contractor must provide suitable provisions and requisites for such persons for which Canada will pay in accordance with Article 7.19 (Payment) for the provision of bedding, food and services for persons using available accommodation.
 - (ii) Lawful cargo whether carried on or under deck.
 - (iii) Explosives, dangerous goods, and toxic and noxious substances whether in bulk or packaged, provided proper notification has been given and such cargo is marked and packed in accordance with the national regulations of each vessel and the International Maritime Dangerous Goods Code and other applicable regulations.

7.13 Master and Crew

- (a) The Crew must carry out their duties promptly and the Contractor must render all reasonable Services within its capabilities by day and by night and at such times and on such schedules as the Client may reasonably require without any obligation on the Client to pay to the Contractor or the Crew and excess or overtime payments. The Client must furnish the Master with all instructions and sailing directions and each vessel and Crew must keep full and correct logs accessible to the Client or its agents.
 - (i) No bills of Lading must be issued for shipments under this Contract.
 - (ii) The Master must sign cargo documents as directed by the Client in the form of receipts that are non-negotiable documents and which are clearly marked as such.

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- (iii) The Client will be liable for all liabilities that may arise from the signing of such cargo documents in accordance with the directions of the Client to the extent that the terms of such cargo documents impose more onerous liabilities than those assumed by the Contractor under the terms of this Contract.
- (b) The Crew, if required by the Client, will connect and disconnect electric cables and cargo hoses when placed on board the vessels in port as well as alongside Offshore Units; will operate the machinery on board the vessels for loading and unloading cargoes; and will hook and unhook pre-slung cargo on board the vessels when loading or discharging alongside Offshore Units. If any of this work is not permitted by the port regulations or the seamen or labour unions, the Client must make, at their own expense, whatever other arrangements may be necessary.
 - (i) If the Client has reason to be dissatisfied with the conduct of any member of the Crew, the Contractor on receiving particulars of the complaint must promptly investigate the matter and if the complaint proves to be well founded, the Contractor must as soon as reasonably possible make appropriate changes in the appointment.
 - (ii) The entire operation, navigation, and management of the vessels must be in the exclusive control and command of the Contractor and the Crew. The vessels must be operated and the Services hereunder must be rendered as requested by the Client, subject always to the exclusive right of the Contractor or the Master to determine whether operation of the vessels may be safely undertaken. In the performance of the Contract, the Contractor is deemed to be an independent contractor, the Client being concerned only with the results of the services performed.

7.14 Contractor to Provide

- (a) The Contractor must provide and pay in accordance with Article 20 of this contract:
 - (i) all provisions, wages and all other expenses of the Crew;
 - (ii) all maintenance and repair of the vessels' hull, machinery and equipment as specified in Annex A;
 - (iii) except as otherwise provided in this Contract:
 - (A) all insurance on the vessels as further described in Article 28 of this contract;
 - (B) all dues and charges directly related to maintaining the vessels' flag or registration;
 - (C) all deck, cabin and engine room stores, lubricants, ropes and wires required for ordinary vessels' purposes mooring alongside in harbour, and
 - (D) all fumigation expenses and sanitation certificates.
 - (iv) The Contractor's obligations under this article extend to cover all liabilities for consular charges appertaining to the Crew, customs or import duties arising at any time during the performance of this Contract in relation to the personal effects of the Crew, and in relation to the stores, provisions and other matters as aforesaid which the Contractor is to provide and pay for and the Contractor must refund to the Client any sums it or its agents may have paid or been compelled to pay in respect of such liability;
 - (v) The initial provisioning, equipment, spares and stores required for the provision of the services aboard the vessels at Delivery must be provided by the Contractor at its Cost. During the Period of Service, the Client must not be required to reimburse the Contractor to replace equipment, spares and stores.

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- (vi) On Delivery, the vessels must be equipped at the Contractor's expense with any equipment specified in Annex A.

7.15 Client to Reimburse

- (a) While the vessels are on hire the Client will reimburse the Contractor for:
 - (i) all water, dispersants, firefighting foam, and transport thereof, port charges, pilotage and boatmen and canal steersmen (whether compulsory or not), launch hire (unless incurred in connection with the Contractor's business), light dues, tug assistance, canal, dock, harbour, tonnage and other dues and charges, agencies and commissions incurred on the Client's business, price for security or other watchmen, price for quarantine (if occasioned by the nature of the cargo carried or the ports visited whilst employed under this Contract but not otherwise);
 - (ii) the loading, back-loading and discharging of cargoes when not done by the Crew, the cleaning of cargo tanks, the discharging and disposal of waste products deriving from their operations, all necessary pad eyes, shackles, wires, chains, bottle-screws, load-binders and other similar items required for securing any special, exceptional, unusual or heavy lift deck cargoes, except as provided by the Contractor, all ropes, slings, wires, stops, cargo hoses, spreaders and special runners actually used for loading, back-loading and discharging cargoes. Any and all cargo loading, securing, back-loading and discharging equipment must always have been properly tested and certified as applicable regulations require.
 - (iii) Upon entering into this Contract or in any event no later than the time of delivery of the each vessel the Client must provide the Contractor with copies of any operational plans or documents which are necessary for the safe and efficient operation of the vessels. All documents received by the Contractor must be returned to the Client on redelivery.
 - (iv) The Client must pay for customs duties, all permits, import duties (including costs involved in establishing temporary or permanent importation bonds), and clearance expenses, for each vessels and equipment, required for or arising out of this Contract.
 - (v) The Client must pay for any replacement or any anchor handling, towing and lifting wires and accessories which have been place on board by the Contractor or the Client, should such equipment be lost or damaged, other than as a result of the Contractor's negligence.
 - (vi) The Client must pay for any fines, taxes, or imposts levied and provide any financial security required in the event that contraband, unmanifested drugs and cargoes are found to have been shipped as part of the cargo. Each vessel must remain on hire during any time lost as a result thereof. However, if the Crew are involved in smuggling, any financial security required and any fines, taxes or imposts must be provided and paid for by the Contractor and each vessel must be off hire during any time lost as a result thereof.
 - (vii) Government Property
 - (A) Canada agrees to supply the Contractor with the items listed below (the "Government Property"). The section of the General Conditions entitled "Government Property" also applies to the use of the Government Property by the Contractor.
 - (I) Annex A provides the list of items.
- (b) Refuelling:

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- (i) On the request of the Contractor, the Regional Operations Center (ROC) will direct the Contractor to a specific fuelling distributor under a Supply Arrangement available to CCG to refuel its vessels.
- (ii) Only under exceptional circumstances will the ROC grant approval to the Contractor's request to refuel its vessels outside the above process. In such circumstance, the Contractor will require to pay the cost of the fuel and will be reimbursed in accordance with Article 7.19 (x).

7.16 Bunker at Service Delivery and End of Services

Canada will accept and pay for all bunkers on board at the time of delivery and the Contractor must on redelivery (whether it occurs at the end of the Contract Period or on the earlier termination of this Contract) accept and pay for all bunkers remaining on board, at the price actually paid, on a first-in-first-out-basis. Such prices are to be supported by paid invoices. Each vessel are to be delivered and redelivered from the Contract, with, at least, a quantity of bunkers on board sufficient to reach the next destination port, with an adequate safety margin in both cases, failing which Canada may reject the Contractor's notice of delivery and require the Contractor to load bunkers prior to accepting each vessel. Canada and the Contractor must communicate to ensure a proper coordination of the desired quantity of bunkers for each vessel at delivery and re-delivery. Notwithstanding anything contained in this Contract all bunkers on board the vessels must, throughout the duration of this Contract, remain the property of Canada (always provided that Canada properly effects payment to the Contractor for the initial quantities on each vessel delivery) and can only be purchased in compliance with the terms specified in the Contract at the end of the Contract period or, if earlier, at the termination of the Contract. Each vessel is to be redelivered with the same quantity of bunkers on board less any bunkers taken on board by Canada prior to delivery of each vessel +/- 10%. Canada will be entitled to deduct from the last hire payment the value of fuels anticipated to be on board at redelivery. Service delivery and end of service bunker surveys must be carried out by one surveyor who is acceptable to both Parties, the Cost being equally shared.

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7.17 Authorities

(a) Contracting Authority (TO BE FILLED OUT PRIOR TO CONTRACT AWARD)

The Contracting Authority for the Contract is:

Name: _____
 Title: _____
 Public Works and Government Services Canada
 Acquisitions Branch
 Directorate: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b) Technical Authority (TO BE FILLED OUT PRIOR TO CONTRACT AWARD)

The Technical Authority for the Contract is:

Name: _____
 Title: _____
 Organization: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

In this person's absence, the Technical Authority is: **(TO BE FILLED OUT PRIOR TO CONTRACT AWARD)**

Name: _____
 Title: _____
 Organization: _____
 Address: _____
 Telephone: _____
 Facsimile: _____
 E-mail address: _____

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(c) Contractor's Representative (TO BE FILLED OUT PRIOR TO CONTRACT AWARD)

7.18 Proactive Disclosure of Contracts with Former Public Servants

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By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental web sites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.19 Payment

(a) Basis of Payment

- (i) **ETV Services:** For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year. , Canada will pay in arrears the firm all-inclusive daily rate set out in Annex B, FOB destination, including all customs duties, Applicable Taxes extra.
- (ii) **ETVs during optional years:** If Canada exercises its option for providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year, Canada will pay in arrears the firm daily rate set out in Annex B, FOB destination, including all customs duties, Applicable Taxes extra.
- (iii) **Plans and Reports:** For providing all plans and reports as described in Annex A, Canada will pay the Contractor the firm all-inclusive price set out in Annex B, upon delivery to the satisfaction of the Client, including all customs duties, Applicable Taxes extra.
- (iv) **Extra persons:** For accommodating extra persons on board the vessels as described in Annex A, on an as and when requested basis, Canada will pay the firm all-inclusive daily rate set out in Annex B, including all customs duties, Applicable Taxes extra.
- (v) **In-Class Trainer:** For providing an In-Class Trainer as described in Annex A, on an as and when requested basis, Canada will pay the Contractor the firm all-inclusive daily rate set out in Annex B, upon completion of the training, including all customs duties, Applicable Taxes extra.
- (vi) **Simulation Training:** For providing Simulation Training as described in Annex A, on an as and when requested basis, Canada will pay the Contractor the firm all-inclusive per student rate set out in Annex B, upon completion of the training, including all customs duties, Applicable Taxes extra.
- (vii) **Training to Support the Development of the Canadian Coast Guard (CCG) Curriculum:** For supporting the development of the CCG curriculum as described in Annex A, on an as and when requested basis, Canada will pay the Contractor the firm all-inclusive daily rate set out in Annex B, upon completion of the training, including all customs duties, Applicable Taxes extra.
- (viii) **For all items described under Article 7.15 – Client to Reimburse:** The Contractor will be paid the actual cost reasonably and properly incurred without any profit. Contractor will be paid upon submission of a valid invoice, including all customs duties, Applicable Taxes extra.
- (ix) **Additional Work Requirements (AWRs):** Basis of Payment for Additional Work Requirement with a Firm Price Task Authorizations.

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- (A) If the Contractor signs a Task Authorisation that clearly specifies that the work is to be performed on a firm price basis, then the Contractor will be required to complete the work within the agreed firm price included in the TA.
- (B) For services requested by the Client, in accordance with a validly issued Task Authorization, Client will pay the Contractor; (A) the firm price set out in the Task Authorization (based on the firm, all-inclusive per diem rates set out in Annex B1) including all customs duties, Applicable Taxes extra. For such Firm Price TA, the Contractor will either (1) need to provide a firm price based on the per diem rates specified under Annex B1 or (2) if not included in Annex B1, need to provide a proposed firm price with detailed price breakdown estimates by goods and/or services using Contractor rates and overheads for the period in which the work is performed, goods and services and other direct cost duly supported (with supplier, sub-contractor quotations or other appropriate documentation acceptable to Canada).
 - (I) For Firm Hourly Rates
 - (1) Per diem rate included at Annex B1; or
 - (2) If category not available, proposed hours expended at the rates plus overheads and profit, for the period in which the work is performed.
 - (II) For goods and sub-contracts:
 - (1) Proposed Laid Down cost without allowance for mark-up.
- (x) **Additional Work Requirements (AWRs):** Basis of Payment for Additional Work Requirement with a Maximum Price Task Authorization.
 - (A) If the Contractor signs a Task Authorisation that clearly specifies that the work is to be performed on a Maximum price basis, then the Contractor will be required to complete the work within the agreed maximum price included in the TA.
 - (B) For goods and services requested by the Client, in accordance with a validly issued Task Authorization, Client will pay the Contractor (A) the amount set out in the Task Authorization (based on the rates set out in Annex B1) including all customs duties, Applicable Taxes extra. For such maximum price TA, the Contractor will either (1) need to provide a maximum price based on the per diem rates specified under Annex B1 or (2) if not included in Annex B1, need to provide a proposed maximum price with detailed price breakdown estimates by goods and/or services using Contractor rates and overheads for the period in which the work is performed, goods and services and other direct cost duly supported (with supplier, sub-contractor quotations or other appropriate documentation accepted by Canada).
 - (A) For Firm Hourly Rates
 - (I) Per diem rate included at Annex B1; or
 - (II) If category not available, proposed hours expended at the rates plus overheads and profit, for the period in which the work is performed.
 - (B) For material and sub-contracts:
 - (I) Proposed Laid Down cost without allowance for mark-up.

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- (xi) **Demobilisation:** For demobilising the ETVs as described in Annex A of the Contract, Canada will pay the firm price set out in Annex B, including all customs duties, Applicable Taxes extra.
- (xii) **Travel and Living Expenses – National Joint Council Travel Directive.** The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive and with the other provisions of the directive referring to “travellers”, rather than those referring to “employees”. All travel must have the prior authorization of the Technical Authority. All payments are subject to government audit.
- (xiii) **Competitive Award:** The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.
- (xiv) **Professional Services Rates:** In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more categories of resources that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the General Conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.
- (xv) **Purpose of Estimates:** All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase goods or services in these amounts. Any commitment to purchase specific amounts or values of goods or services is described elsewhere in the Contract.
- (xvi) **Overtime:** No overtime will be permitted.

(b) Limitation of Expenditure

- (i) Canada's total liability to the Contractor under the Contract must not exceed the amount set out on page 1 of the Contract. With respect to the amount set out on page 1 of the Contract, Customs duties are excluded and Applicable Taxes are included. Any commitments to purchase specific amounts or values of goods or services are described elsewhere in the Contract.
- (ii) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

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- (A) when it is 75 percent committed, or
- (B) 4 months before the Contract expiry date, or
- (C) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

- (iii) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

7.20 Method of Payment

- (a) Method of Payment for the ETVs, including optional years if exercised:
 - (i) H1008C (2008-05-12), Monthly Payment
- (b) Method of Payment for the Plans and Reports:
 - (i) H1000C (2008-05-12), Single Payment
- (c) Method of Payment for all items described under Article 7.15 – Client to Reimburse:
 - (i) Canada will pay the Contractor upon delivery of an accurate and complete invoice and any other documents required by the Contract to be submitted in accordance with the invoicing instructions provided in the Contract. All documents required will need to be reviewed, accepted and approved by the Technical Authority.
- (d) Method of Payment for AWRs, accommodating extra persons and training:
 - (i) Task Authorizations with a Maximum Price: For each Task Authorization validly issued under the Contract that contains a maximum price:
 - (A) Client will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. If the work includes charges for services performed on a time and materials basis, the Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.
 - (B) Once Client has paid the maximum TA price, Client will not be required to make any further payment, but the Contractor must complete all the work described in the TA, all of which is required to be performed for the maximum TA price. If the work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.
 - (ii) Task Authorizations with a Firm Price: In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm price as specified in the authorized TA. Customs duties and Applicable Taxes are extra, and Canada will pay those customs duties and Applicable Taxes. Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

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- (e) Method of Payment for the Demobilisation of the ETVs, to be paid prior to the Contract being terminated or prior to the Contract expiry:
 - (i) H1000C (2008-05-12), Single Payment
- (f) **Discretionary Audit**
 - (i) C0705C (2010-01-11), Discretionary Audit
- (g) **Time Verification**
 - (i) C0711C (2008-05-12), Time Verification
- (h) **Payment Credits**
 - (i) **Late Delivery:** If the Contractor does not deliver the applicable vessel by the delivery date as set out in Article 7.8(a) at contract award ("Original Delivery Date"), the Contractor must provide a credit to Canada of \$30,000.00 for each calendar day of delay past the applicable Original Delivery Date, up to a maximum of 30 days per vessel. For clarity and by definition, the Original Delivery Date must not be changed for the purposes of the Late Delivery Payment Credit by the application of Article 7.8(c) Cancelling.
 - (ii) **Critical Key Performance Indicators (KPIs):**
 - (A) The following critical Key Performance Indicators (KPIs) are deemed critical and carry credits as defined in the following clauses for failure to achieve the critical KPI (Critical KPI Failure). The critical KPIs are defined in more detail in Annex A.

No.	Critical KPIs
1	<u>Availability:</u> <ul style="list-style-type: none"> a) Each vessel must be operational and available for tasking 98% of the time outside of scheduled maintenance periods. b) Notwithstanding, once both vessels are accepted, the Contractor must have one vessel operational and available at all time. <p>a) and b) above will be measured on a yearly basis.</p>
2	<u>Readiness</u> <ul style="list-style-type: none"> a) When at sea, the vessels must respond to all taskings immediately, 99% of the time. Response includes acknowledgement and vessel begins transit to tasking area of operation. b) When alongside, the vessels must respond to all taskings within 30 minutes, 99% of the time. Response includes acknowledgement and vessel begins transit to tasking area of operation. <p>a) and b) will be measured on a yearly basis.</p>

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- (B) **Payment Credit Calculations:** This section identifies the payment credits applicable for the Contractor's failure to meet the KPI performance for the above-mentioned critical KPIs.

When any Critical KPI is not met a Payment Credit of 10% against the ETV monthly price paid by Canada for the ETV Services will apply. The Payment Credit will be applied by reducing the ETV monthly price on the next 6 payments following the yearly assessment on Contractors performance of the Critical KPI.s.

- (C) **Breach of Contract for Critical PKI Failures:** Should the Contractor miss the same Critical KPI more than three times in any yearly rolling period then the Contractor will be considered to be in breach and Canada may choose to terminate the contract. The termination will be effective at the end of the Wind-down Period, as specified in the termination notice.

- (iii) **Failure to provide Resource(s):** If the Contractor does not provide a training cancellation notice within 5 business days, the Contractor will be responsible for all cost incurred by the Client for organising when organising a required professional services resource that has all the required qualifications within the time prescribed by the Contract or validly issued Task Authorization, the Contractor must credit to Canada an amount equal to the per diem rate (based on a 7.5-hour workday) of the required resource for each day (or partial day) of delay in providing the resource, up to a maximum of 10 days.

- (iv) **Corrective Measures:** If credits are payable under this Article in three different instances during the performance of the Contract, Canada may, at its sole discretion, require that the Contractor submit a written action plan describing measures it will implement or actions it will undertake to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan, approved by the Client and the Contracting Authority, and 20 working days to rectify the underlying problem.

- (v) **Termination for Failure to provide Corrective Measures as described in (iv) above:** In addition to any other rights it has under the Contract, Canada may terminate the Contract for default in accordance with the General Conditions by giving the Contractor a termination notice, if any of the following apply:

- (A) the corrective measures required of the Contractor described above are not met.

This termination will be effective at the end of the Wind-down Period, as specified in the termination notice, unless Canada determines that the Contractor has implemented the corrective measures to Canada's satisfaction.

- (vi) **Credits Apply during Entire Contract Period:** The Parties agree that the credits apply throughout the Contract Period.

- (vii) **Credits represent Liquidated Damages:** The Parties agree that the credits are liquidated damages and represent their best pre-estimate of the loss to Canada in the event of the applicable failure. No credit is intended to be, nor will it be construed as, a penalty.

- (vii) **Canada's Right to Obtain Payment:** The Parties agree that these credits are a liquidated debt. To collect the credits, Canada has the right to hold back, draw back, deduct or set off from and against any money Canada owes to the Contractor from time to time.

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- (ix) **Canada's Rights & Remedies not Limited:** The Parties agree that nothing in this Article limits any other rights or remedies to which Canada is entitled under the Contract (including the right to terminate the Contract for default) or under the law generally.
- (x) **Audit Rights:** The Contractor's calculation of credits under the Contract is subject to verification by government audit, at the Contracting Authority's discretion, before or after payment is made to the Contractor. The Contractor must cooperate fully with Canada during the conduct of any audit by providing Canada with access to any records and systems that Canada considers necessary to ensure that all credits have been accurately credited to Canada in the Contractor's invoices. If an audit demonstrates that past invoices contained errors in the calculation of the credits, the Contractor must pay to Canada the amount the audit reveals was required to be credited to Canada, plus interest, from the date Canada remitted the excess payment until the date of the refund (the interest rate is the Bank of Canada's discount annual rate of interest in effect on the date the credit was first owed to Canada, plus 1.25% per year). If, as a result of conducting an audit, Canada determines that the Contractor's records or systems for identifying, calculating or recording the credits are inadequate, the Contractor must implement any additional measures required by the Contracting Authority.

7.21 Invoicing Instructions

- (a) The Contractor must submit invoices in accordance with the information required in the General Conditions.
- (b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision.
- (c) By submitting invoices, the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.
- (d) The Contractor must provide the original of each invoice to the Technical Authority. On request, the Contractor must provide a copy of any invoices requested by the Contracting Authority.

7.22 Certifications

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, or fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

7.23 Federal Contractors Program for Employment Equity - Default by Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.24 Applicable Laws

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The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____.

7.25 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

- (a) these Articles of Agreement, including any individual SACC Manual clauses incorporated by reference in these Articles of Agreement;
- (b) supplemental general conditions, in the following order:
 - (ii) 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground Information;
 - (iii) 1031-2 (2012-07-16) Contract Cost Principle; and
 - (iv) A8501C (2014-06-26) Vessel Charter – Contract;
- (c) general conditions 2035 (2016-04-04) Higher Complexity - Services;
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex B1, Basis of Payment – Per Diem Rates;
- (g) Annex C, Insurance Requirements;
- (h) Annex D, Task Authorisation (TA) Form;
- (i) Annex E, Security Requirements Check List (SRCL);
- (j) Annex F, Aboriginal Participation Component (APC) – (See additional documentation attached to the RFP);
- (k) the signed Task Authorizations and any Certifications required;
- (l) Form of performance guarantee, a separate agreement to be signed by the Contractor in accordance with the Article entitled "Performance Guarantee";

Note to Bidders: A performance guarantee might be required, for example, as a result of the financial capability review of the Bidder. If a performance guarantee is not required, this sub-article will be deleted at the time of contract award. If the bid solicitation makes the performance guarantee a condition precedent to the award of the contract, it does not need to be included as an annex or listed in the order of priority of documents, because it will already have been signed before contract award.

- (m) the Contractor's bid dated _____ as clarified on _____.

7.26 Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

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Note to Bidders: *Either this clause or the one that follows, whichever applies (based on whether the successful Bidder is a Canadian Contractor or Foreign Contractor), will be included in any resulting contract*

7.27 Foreign Nationals (Foreign Contractor)

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

7.28 Insurance Requirements

- (a) The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.
- (b) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.
- (c) The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

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7.29 Joint Venture Contractor

- (a) The Contractor confirms that the name of the joint venture is _____ and that it is comprised of the following members: *[list all the joint venture members named in the Contractor's original bid]*.
- (b) With respect to the relationship among the members of the joint venture Contractor, each member agrees, represents and warrants (as applicable) that:
 - (i) _____ has been appointed as the "representative member" of the joint venture Contractor and has full authority to act as agent for each member regarding all matters relating to the Contract;
 - (ii) by giving notice to the representative member, Canada will be considered to have given notice to all the members of the joint venture Contractor; and
 - (iii) all payments made by Canada to the representative member will act as a release by all the members.
- (c) All the members agree that Canada may terminate the Contract in its discretion if there is a dispute among the members that, in Canada's opinion, affects the performance of the Work in any way.
- (d) All the members are jointly and severally or solidarily liable for the performance of the entire Contract.
- (e) The Contractor acknowledges that any change in the membership of the joint venture (i.e., a change in the number of members or the substitution of another legal entity for an existing member) constitutes an assignment and is subject to the assignment provisions of the General Conditions.
- (f) The Contractor acknowledges that all security and controlled goods requirements in the Contract, if any, apply to each member of the joint venture Contractor.

Note to Bidders: This Article will be deleted if the Bidder awarded the contract is not a joint venture. If the contractor is a joint venture, this clause will be completed with information provided in its bid.

7.30 Reporting Requirements

The Contractor must provide the required reports, as described in Annex A, to the Technical Authority with a copy to the Contracting Authority.

7.31 Representations and Warranties

The Contractor made statements regarding its proposed resources' experience and expertise in its bid that resulted in the award of the Contract. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in awarding the Contract. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

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7.32 Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

7.33 Performance Guarantee

It is a condition of the Contract that the Contractor provides to Canada an unconditional and irrevocable guarantee of the performance and fulfillment of each and every obligation of the Contractor under the Contract. This guarantee must be in the form set out in Annex G (to be provided at contract award) and be executed under seal (if required by Canada) by the Contractor. If the Contractor does not deliver the fully executed guarantee within 10 working days of the Contract being awarded, Canada may immediately terminate the Contract for default and will have no liability to the Contractor for any of the Work performed before that termination. Obtaining and delivering the signed guarantee within the time required is the sole responsibility of the Contractor.

Note to Bidders: *This article will only be included if Canada determines that a performance guarantee (for example, from a parent company) is required in connection with an evaluation of the Bidder's financial capability. The name of the guarantor will be completed at the time of contract award*

7.34 International Ship and Port Facilities Security Code (ISPS)/Maritime Transportation Security Act (MTSA)

- (a) The Contractor must comply with the requirements of the International Code for the Security of Ships and Port Facilities and the relevant amendments to Chapter XI of SOLAS (ISPS Code) relating to the vessels and "the Company" (as defined by the ISPS Code). If trading to or from the United States or passing through United States waters, the Contractor must also comply with the requirement of the US Maritime Transportation Security Act 2002 (MTSA) relating to the vessel and the "Contractor" (as defined by the MTSA).
- (b) Upon request the Contractor must provide a copy of the relevant International Ship Security Certification (or the Interim International Ship Security Certificate) to the Client. The Contractor must provide the Client with the full style contact details of the Company Security Officer (CSO).
- (c) Except as otherwise provided in the Contract, loss, damages, expense or delay (excluding consequential loss, damage. Expense, or delay) caused by failure on the part of the Contractor to comply with the requirement of the ISPS Code/MTSA or this Clause must be to the Contractors' account.
- (d) Canada must provide the Contractor and the Master with its full style contract details and, upon request, any other information the Contractor requires to comply with the ISPS Code/MTSA.
- (e) Except as otherwise provided in this Contract, loss, damages, expense or delay (excluding consequential loss, damages, expense or delay) caused by failure on the part of the Client to comply with this Clause must be to the Client's account.
- (f) Notwithstanding anything else contained in this Contract all delays, costs or expenses whatsoever arising out of or related to security regulations or measures required by the port

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facility or any relevant authority in accordance with the ISPS Code/MTSA, including, but not limited to, security guards and launch services, tug escorts, port security fees or taxes and inspections, must be for the Client's account, unless such cost or expenses result solely from the Contractor's negligence. All measures required by the Contractor to comply with the Ship Security Plan must be for the Contractor's account.

- (g) If either party makes any payment which is to the other party's account pursuant to this Clause, the other party must indemnify the paying party.

7.35 Off-hire

- (a) Off-Hire Exceptions – If as a result of any deficiency of Crew or of the Contractor's stores, strike of Crew, breakdown of machinery and equipment (excluding any equipment installed on the vessels by the Client pursuant to Article 7.11 (Structural Alterations and Additional Equipment), damage to hull or other accidents to the vessels, the vessels is prevented from working, no hire must be payable in respect of any time lost and any hire paid in advance must be adjusted accordingly provided always however that hire must not cease in the event of the vessels being prevented from working as aforesaid as a result of:
- (i) the carriage of cargo as noted in Article 7.12 (Employment and Area of Operation – The vessel's Space);
 - (ii) quarantine or risk of quarantine unless caused by the Crew having communication with the shore or other vessel at any infected area not in connection with the employment of the vessel, without the consent of the instructions of the Client;
 - (iii) deviation from the vessels' Contract duties or exposure to abnormal risks at the request of the Client;
 - (iv) detention in consequences of being driven into port of to anchorage through stress of weather or trading to shallow harbours or to river or ports with bars or suffering an accident to its cargo, when the expenses resulting from such detention must be for the Client account howsoever incurred;
 - (v) Detention or damage by ice;
 - (vi) any act or omission of the Client's group; or
 - (vii) any force majeure event as stated in this Contract.
- (b) Liability for vessel not working – The Contractor's liability for any loss, damage or delay sustained by the Client as a result of a vessel being prevented from working by any cause whatsoever, including negligence on the part of a member of the Contractor's group must be limited to suspension of hire except as provided in Article 7.34 (International Ship and Port Facilities Security Code (ISPS)/ Maritime Transportation Security Act (MTSA)) whether or not the vessel is off-hire.
- (c) Maintenance and Dry-docking
- (i) Maintenance – the Contractor must be entitled to twenty-four hours on hire per month or pro rata, which must be cumulative, from acceptance of the vessel for the purposes of maintenance, survey, repair and dry-docking (Maintenance days). During any such Maintenance Days, the Client's obligations under Article 7.15 (Client to Reimburse) must be suspended. Using, or not using Maintenance Days must be the Contractor's decision alone and they must give the Client reasonable notice of their intention to use such days and how many. Hire must not be payable for accumulated Maintenance Days not used

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by the Contractor. However, hire for any Maintenance Days which, at the Client's request, have not been used must be payable on redelivery or earlier termination of the Contract.

- (ii) Dry-docking – The Client must permit the each vessel to dry dock at regular intervals in accordance with its classification society requirements. Unless on-hire by reason of accumulated Maintenance Days, each vessel must be off-hire from the time the Client place it at the Contractor's disposal, each vessel must go back on hire from the time is placed on the Client's disposal at the place where it was originally released. Whenever a dry-docking is required, the Client must beforehand remove any cargo, and clean any cargo tanks as necessary to effect such dry-docking, after which each vessel must be placed at the Contractor's disposal, each vessel must be returned to the Client when it has completed dry-docking and returned to the port or place where it was placed at the Contractor's disposal. The Contractor choice of dry-dock location must always be reasonable as to time and cost, both to themselves and the Client and respect the build in Canada Policy. At the commencement of the Contract, the Contractor must provide the Client with each vessel' class dry-docking schedule for the period of Contract, including any options to extend.

7.36 Pollution

- (a) Except as otherwise provided for in Article 7.38 (Saving of Life and Salvage), the Contractor must be liable for, and agree to indemnify, defend and hold harmless the Client against all claims, cost, expense, actions, proceedings, suits, demands and liabilities whatsoever arising out of actual or threatened pollution damage due to discharge, spills or leaks from the vessels, except as may emanate from cargo thereon or therein and the cost of cleanup or control thereof even if such claims, costs expenses, actions proceedings, suits, demands and liabilities are caused wholly or partially by the act, neglect, breach or duty (whether statutory or otherwise) or default of the Client.
- (b) The Client must, upon giving notice to the Contractor or the Master, have the right (but must not be obliged) to place on board the vessels or have attendance at the site of any pollution or threatened incident one of more Client's representative to observe the measures being taken by the Contractor or national or local authorities or their respective servants, agents or Contractors to prevent or minimise pollution damage and to provide advice, equipment or manpower or undertake such other measures, at Client's risk and expense, as are permitted under applicable law and as Client believe are reasonably necessary to prevent or minimise pollution damage or to remove the threat of pollution damage.

7.37 Wreck Removal

If a vessel becomes a wreck and has to the removed by order of any lawful authority having jurisdiction over the area where the vessel is placed or as a result of compulsory law, the Contractor must be liable for any and all expenses in connection with the lighting, marking, raising, removal, destruction of the vessel.

7.38 Saving of Live and Salvage

- (a) The vessels must be permitted to deviate for the purpose of saving life at sea without prior approval or notice coordinated with Canada and without loss of Fixed Service Fee provided however that notice of such deviation is given as soon as possible.
- (b) The Contractor as well as any Employees, including the Master and the Crew of the vessels must waive their right to claim any award for salvage performed on property owned by or contracted by Canada, including vessels to which Services are being rendered by the vessels and property carried thereon always provided such property was the object of the operation the vessels was chartered for, and the vessels must remain in service when rendering salvage

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services to such property. The Contractor further represents that it has the authority to bind the Master and Crew and/or undertake to obtain from the latter a renunciations to such salvage claims. If the Contractor renders assistance to such property in distress on the basis of "no claim for salvage", then, notwithstanding any other provisions contained in this Contract.

- (i) Canada must reimburse the Contractor for any loss or damage sustained by the vessels or her equipment by reason of giving such assistance and must also pay the Contractors' additional expenses thereby incurred, unless the loss or damage has been caused totally or in part by the gross negligence of the Contractor.
- (ii) The vessels must be considered in Service as a consequence of giving such assistance, or effecting repairs under Article 7.35 (Off-hire – Maintenance and Dry-docking).
- (iii) Canada must indemnify the Contractor against any liability, Cost and/or expense whatsoever in respect of any loss of life, injury, damage or other loss to person or property howsoever arising from such assistance, unless the liability, costs and expenses have been caused totally or in part by the gross negligence of the Contractor.

7.39 Lien

- (a) Should the vessels be arrested by reason of claims or liens out of its operation hereunder, unless brought about by the act of neglect of the Contractor, the Client must at their own expense take all reasonable steps to secure that within a reasonable time the vessel or vessels is released and at their own expense put up security to release the vessel or vessels. Except as provided in General Condition 2035 and unless brought about by the act or neglect of the Contractor, the Client must be liable to the Contractor for any lien of whatsoever nature arising upon the vessels during the Contract period while it is under the control of the Client, and against any claims against the Contractor arising out of the operation of the vessels by the Client or out of any neglect of the Client's in relations to the vessels or the operation thereof.

7.40 Sublet and Assignment

- (a) The Client - The Client must have the option of subletting, assigning or loaning the vessels to any person or company not competing with the Contractor, subject to the Contractor's prior approval which must not be unreasonably withheld or delayed, upon giving notice in writing to the Contractor, but the Client must always remain responsible to the Contractor for due performance of the Contract. The person or company taking such subletting, assignment or loan and their contractors and sub-contractors must be deemed contractors of Canada for all the purposes of this Contract. The Contractor makes it a condition of such consent that additional Fixed Vessel Service Fee must be paid as agreed between Canada and the Contractor, as per Annex B (Basis of Payment), having regard to the nature and period of any intended service of the vessel or vessels.
- (b) Contractor - The Contractor must not assign or transfer any part of this Contract without the written approval of the Client, which approval must not be unreasonably withheld or delayed. Approval by the Client of such subletting or assignment must not relieve the Contractor of their responsibility for due performance of the part of the services which is sublet or assigned.

7.41 Ice Clause

- (a) The vessels must not be obliged to force ice but, subject to the Contractor's prior approval, having due regard to its size, construction and class, may follow ice-breakers.
- (b) The vessels must not be required to enter or remain in any icebound port or area, nor any port or area where lights, lightships, markers or buoys have been or are about to be withdrawn by reason of ice, nor where on account of ice there is, in the Master's sole discretion a risk that, in the ordinary course of events, the vessels will not be able safely to enter and remain at the

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port or area or to depart after completion of loading or discharging. If, on account of ice, the Master in his sole discretion considers it unsafe to proceed to enter or remain at the place of loading or discharging for fear of the vessels being frozen in or damaged, he must be at liberty to sail to the nearest ice-free and safe place and there await the Client's instructions.

- (c) Any delay or deviation caused by or resulting from ice must be for the Client's account and the vessels must remain on-hire.
- (c) Any additional premiums or calls required by the vessel's underwriters due to the vessels entering or remaining in any icebound port or area, must be to the Client's account.

7.42 Health, Safety and Environment

The Contractor must comply with and adhere to all applicable international, national and local regulations pertaining to health and safety, and such instructions provided by the Client.

7.43 Drug and Alcohol Policy

The Contractor undertakes that it has, and must maintain for the duration of this Contract, a policy of Drugs and Alcohol Abuse applicable to the vessels (the "D&A Policy") that meets or exceeds the standards in the OCIMF Guidelines for the Control of Drugs and Alcohol Onboard Ship 1995 as amended from time to time. The Contractor must exercise due diligence to ensure that the D&A policy is understood and complied with on and about the vessels. An actual impairment, must not, in and of itself, mean that the Contractor has failed to exercise due diligence.

7.44 Dispute Resolution

- (a) Any dispute between the Parties will be decided in the first instance by the Contracting Authority who will, within 15 Days of a request, deliver a written decision explaining the reasons to the Contractor. The decision of the Contracting Authority will be binding for all purposes of this Contract unless the Contractor delivers a Notice disputing it to the Contracting Authority within 30 days after receipt of the written decision.
- (b) In the event that the Contractor wishes to dispute a decision of the Contracting Authority the Contractor must submit the dispute for determination by the Director, Marine Charter Services Directorate of PWGSC, who will have 60 days after receipt of such Notice, to deliver a Notice of his decision to the Contractor and such decision will be final and binding on the Parties, subject, however, to the provisions of Sub-article (c).
- (c) If the decision of the said Director is still unsatisfactory to the Contractor, it may then take such actions or proceedings as it considers appropriate, including without limiting the foregoing, all suits, remedies, rights and entitlements and, if mutually agreeable to the Parties, arbitration that would otherwise have been immediately available to the Contractor but for this Article.
- (d) Notwithstanding action pursuant to Sub-article (c), the Contractor will proceed diligently with the performance of the Work in accordance with the decision of the Contracting Authority pending the disposition of the dispute, subject to equitable adjustment of the Contract Price and other affected provisions of this Contract in the event that the decision is incorrect and affects the cost to the Contractor of the Work or affects other provisions of this Contract. The Contractor will not stop nor suspend the Work, or any part thereof, except that part of the Work suspended by the Minister pursuant to Article 28, Suspension of the Work, of the 2035 General Conditions, or terminated by the Minister pursuant to Article 29, Default by the Contractor, or Article 30, Termination for Convenience, of the 2035 General Conditions.

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7.45 Aboriginal Participation Component

The Contractor must comply with the Aboriginal Participation Component as detailed in Annex G.

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ANNEX A

STATEMENT OF WORK

(See document attached)

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ANNEX B

BASIS OF PAYMENT BREAKDOWN

TABLE 1 – ETVS FOR THE INITIAL FIVE YEARS

Item #	Date	Description	Firm All Inclusive Daily rate for ETV 1	Firm All Inclusive Daily rate for ETV 2
1	From Inspection and Acceptance of the Technical Authority to 36 months later of the first ETV	For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$

TABLE 2 – ETVS FOR THE OPTIONAL YEARS

Item #	Date	Description	Firm All Inclusive Daily Rate Price for ETV 1	Firm All Inclusive Firm Daily Rate for ETV 2
1	From month 60+ to 72 months	Option Year 1 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$
2	From month 72+ to 84 months	Option Year 2 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also	\$	\$

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		includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year..		
3	From month 84+ to 96 months	Option Year 3 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$
4	From month 96+ to 108 months	Option Year 4 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$
5	From month 108+ to 120 months	Option Year 5 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$
6	From month 120+ to 132 months	Option Year 6 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$
7	From month 132+ to 144 months	Option Year 7 - For providing on delivery the services of a fully crewed Emergency Towing Vessels that both meet the baseline requirements and perform the activities as described in Annex A ("ETV Services"), this also includes mobilisation and the accommodation for one CCG officer for each vessel for 365 days a year.	\$	\$

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TABLE 3 – PLANS AND REPORTS			
Item #	Description	Firm All Inclusive Firm Price for ETV 1	Firm All Inclusive Firm Price for ETV 2
1	For providing all plans and reports as described in Annex A.	\$	\$

TABLE 4 – ACCOMODATION FOR EXTRA PERSON ON BOARD THE ETVs			
Item #	Description	Firm All Inclusive Daily Price for ETV 1	Firm All Inclusive Daily Price for ETV 2
1	For accommodating extra persons on board the vessel as described in Annex A. Price for 1 additional resource (including all meals and night accommodation)	\$	\$
2	For accommodating extra persons on board the vessel as described in Annex A. Price for 1 additional resource (including all meals, but no night accommodation)	\$	\$

TABLE 5 – SKILLS AND KNOWLEDGE TRANSFER – IN-CLASSROOM FAMILIRIZATION - TRAINER			
Item #	Description	Firm All Inclusive Per diem Rate Per Trainer for ETV 1	Firm All Inclusive Per Diem Rate Per Trainer for ETV 2
1	For providing, on an as and when requested basis, a trainer to conduct in-Classroom familiarization as described in Annex A.	\$	\$

TABLE 6 – SKILLS AND KNOWLEDGE TRANSFER – SIMULATION

Item #	Description	Firm All Inclusive Price Per Student for ETV 1	Firm All Inclusive Price Per Student for ETV 2
1	For providing, on an as and when requested basis, Simulation training to students as described in Annex A.	\$	\$

**TABLE 7 – SKILLS AND KNOWLEDGE TRANSFER –
SUPPORT TO CANADIAN COAST GUARD COLLEGE**

Item #	Description	Firm All Inclusive Per Diem Rate Per Trainer for ETV 1	Firm All Inclusive Per Diem Rate Per Trainer for ETV 2
1	For supporting, on an as and when requested basis, the CCG College as described in Annex A.	\$	\$

TABLE 8 – DEMOBILISATION SERVICES

Item #	Description	Firm All Inclusive Firm Price for ETV 1	Firm All Inclusive Firm Price for ETV 2
1	For Demobilising the ETV to the satisfaction of the Client as described in Annex A of the Contract.	\$	\$

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ANNEX B1

BASIS OF PAYMENT – PER DIEM RATES USED FOR AWRs

FOR THE INITIAL CONTRACT PERIOD (3 YEARS) – FOR AWR USE ONLY	
CATEGORY OF PERSONNEL (EXCLUDING ANY MANDATORY CREW NEEDED WITH EACH VESSEL)	Firm Per Diem Rate
Master Experience required: STCW NC1 certificate and a minimum 5 years' experience as Master offshore support vessels.	\$
Chief Engineer Experience required: STCW First Class Engineer certificate and a minimum 5 years' experience as Chief Engineer offshore support vessels.	\$
Third Officer Experience required: STCW NC1 certificate and 1 year experience offshore support vessels.	\$
Chief Officer Experience required: STCW NC1 certificate and a minimum 5 years' experience as Chief Officer offshore support vessels.	\$
2 nd Engineer Experience required:	\$

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STCW Second Class Engineer certificate and a minimum 5 years' experience offshore support vessels.	
Fourth Engineer Experience required: STCW Fourth Class Engineer certificate and minimum of 1 year of experience offshore support vessels.	\$
Crane Operator Experience required: Minimum of 5 years' experience offshore support vessels.	\$
DP Officer Experience required: DP certificate and a minimum of 5 years' experience, DP operations on offshore support vessels.	\$
Cook Experience required: STCW Ship's Cook certificate and a minimum 5 years' experience offshore support vessels.	\$
2 nd Cook Experience required: STCW Ship's Cook certificate and a minimum of 1 year experience offshore support vessels.	\$
Deckhand	\$

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Experience required:

STCW Bridge Watchman Certificate and a minimum of 1 year experience offshore support vessels.

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FOR THE OPTIONAL YEARS – FOR AWR USE ONLY	
CATEGORY OF PERSONNEL (EXCLUDING ANY MANDATORY CREW NEEDED WITH EACH VESSEL)	Firm Per Diem Rate
Master Experience required: STCW NC1 certificate and a minimum 5 years' experience as Master offshore support vessels.	\$
Chief Engineer Experience required: STCW First Class Engineer certificate and a minimum 5 years' experience as Chief Engineer offshore support vessels.	\$
Third Officer Experience required: STCW NC1 certificate and 1 year experience offshore support vessels.	\$
Chief Officer Experience required: STCW NC1 certificate and a minimum 5 years' experience as Chief Officer offshore support vessels.	\$
2 nd Engineer Experience required:	\$

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STCW Second Class Engineer certificate and a minimum 5 years' experience offshore support vessels.	
Fourth Engineer Experience required: STCW Fourth Class Engineer certificate and minimum of 1 year of experience offshore support vessels.	\$
Crane Operator Experience required: Minimum of 5 years' experience offshore support vessels.	\$
DP Officer Experience required: DP certificate and a minimum of 5 years' experience, DP operations on offshore support vessels.	\$
Cook Experience required: STCW Ship's Cook certificate and a minimum 5 years' experience offshore support vessels.	\$
2 nd Cook Experience required: STCW Ship's Cook certificate and a minimum of 1 year experience offshore support vessels.	\$
Deckhand	\$

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Experience required:

STCW Bridge Watchman Certificate and a minimum of 1 year experience offshore support vessels.

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ANNEX C

INSURANCE REQUIREMENTS

General Commercial Insurance (CGL)

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

(a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Services and Procurement Canada.

(b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

(c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.

(d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

(e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

(f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

(g) Employees and, if applicable, Volunteers must be included as Additional Insured.

(h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program).

(i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

(j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

(k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

(l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

(m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

(n), (o), (p), (q) not used.

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(r) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Marine Liability Insurance

1. The Contractor must obtain Protection & Indemnity (P&I) insurance that must include excess collision liability and pollution liability. The insurance must be placed with a member of the International Group of Protection and Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the Marine Liability Act, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by Worker's Compensation as detailed in paragraph (2) below.

2. The Contractor must obtain Worker's Compensation insurance covering all employees engaged in the Work in accordance with the statutory requirements of the Territory or Province or state of nationality, domicile, employment, having jurisdiction over such employees. If the Contractor is assessed any additional levy, extra assessment or super-assessment by a Worker's Compensation Board, as a result of an accident causing injury or death to an employee of the Contractor or subcontractor, or due to unsafe working conditions, then such levy or assessment must be paid by the Contractor at its sole cost.

3. The Protection and Indemnity insurance policy must include the following:

(a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.

(b) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Fisheries and Oceans Canada and Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

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(c) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

(d) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

(e) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

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ANNEX D
TASK AUTHORIZATION (TA) FORM

All invoices must show the reference Contract and Task Numbers		Contract no.
		Task no.
Amendment no.	Increase or decrease	Previous Value
To:	To the Contractor	
Delivery location:	<p>You are requested to supply the following services in accordance with the terms and conditions of the above reference contract. Only goods and/or services or both included in the contract must be supplied against this task.</p> <p>Please advise the undersigned if the completion date cannot be met. Invoices must be prepared in accordance with the instructions set out in the contract.</p> <p>_____</p> <p>Date _____ For the Canadian Coast Guard (CCG)</p>	
Delivery or completion date:		
Client is to clearly state how the TA work is to be completed (i.e. on a Firm Price or Maximum Price basis).		
Contract item no.	Description of good and/or services or both	Price
Total		
The Contracting Officer signature is required on all Task Authorization		
<p>_____</p> <p>Date _____ For Public Works and Government Services Canada (PWGSC)</p>		

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ANNEX E

SECURITY REQUIREMENT CHECK LIST (SRCL)

(see document attached hereto)

DRAFT

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ANNEX F

PARENTAL GUARANTEE

THIS AGREEMENT made in duplicate as of the _____ day of _____, 20__

B E T W E E N;

HER MAJESTY THE QUEEN in right of Canada (hereinafter called "Her Majesty") as represented by the Minister of Public Works and Government Services (hereinafter called the "Minister")

OF THE FIRST PART

A N D;

_____, a body corporate incorporated pursuant to the laws of _____ with its principal place of business at _____ (hereinafter the "Guarantor")

OF THE SECOND PART

WITNESSETH THAT:

WHEREAS the Minister and (full legal name of contractor) (the "Contractor") propose to enter into Contract No. _____ for _____ on the terms and conditions and for the purposes all as specified or described in that Contract (the "Contract");

WHEREAS the Guarantor has agreed to guarantee to Her Majesty the Contractor's performance of the Contract unconditionally and irrevocably on the terms and conditions hereinafter set out;

NOW THEREFORE, in consideration of the premises, mutual covenants, promises, conditions and agreements hereinafter set out, the Parties hereby covenant, promise and agree:

1. The provisions of this Performance Guarantee, and the rights, status and obligations of the Parties shall be interpreted and determined in accordance with the laws in force in the Province of Ontario, Canada.
2. It is further understood and agreed that the receipt by the Contractor or the Guarantor of any monies paid by Her Majesty to any one or more of them as the case may be, under or in respect of the Contract shall be in complete discharge and release to Her Majesty for and in respect of all monies so paid irrespective of the date when or the party to whom but for this Performance Guarantee such monies were or might, or would have been payable.
3. (a) The Guarantor hereby unconditionally and irrevocably guarantees to Her Majesty the due performance of all of the obligations, terms and conditions that are set out to be performed by the Contractor in the Contract and including any extensions thereof.

(b) It is hereby agreed by the Guarantor with respect to its guarantee in subparagraph (a) above that:
 - (i) no modification, variation or amendment of the Contract, grant of any indulgence, release, postponement or extension of time, waiver of any term or condition of the Contract, taking or release of any securities or other guarantees for performance and other dealings, as Her Majesty may see fit, shall affect, lessen or impair in any way the liability of the Guarantor;
 - (ii) no waiver of any of Her Majesty's options, powers or rights hereunder and no modification of this Performance Guarantee shall be effective unless the same shall be in writing, duly signed on behalf of the Minister by the duly authorized

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representatives of the Minister and each such waiver, if any, shall apply only with respect to the specific instance involved, and shall not in any way impair the options, powers or rights of Her Majesty or the obligations of the Guarantor hereunder in any other respect or at any other time.

- (iii) no delay on the part of Her Majesty in exercising any of its options, powers or rights hereunder or any partial or single exercise thereof, shall constitute a waiver thereof.
- (iv) Her Majesty shall not be required to give to the Guarantor any notice of anything done pursuant to the Contract nor of any amendment to the Contract and the absence of such notice shall in no respect vitiate or impair this Performance Guarantee and the giving of such notice by Her Majesty out of courtesy, abundance of caution or otherwise shall not in any way detract from or impair the rights of Her Majesty under this Performance Guarantee;
- (v) Her Majesty shall not be obliged to resort to or exhaust any recourse which it may have before being entitled to claim against the Guarantor;
- (vi) unless the prior written permission of Her Majesty to the contrary is obtained, nothing whatsoever, except the performance in full of all of the obligations of the Contractor under Contract shall discharge the Guarantor;
- (vii) if there is any failure by the Contractor to perform or fulfil any of its obligations under the Contract, for any reason, however arising, then forthwith, upon the date of receipt by the Guarantor of a written notice from the Minister citing the default, the Guarantor shall undertake or cause to be undertaken the performance of all outstanding obligations, as primary obligor and not as surety; and
- (viii) whenever any determination of any dispute is made, pursuant to the provisions of the Contract, or any judgment or finding of a court of competent jurisdiction is issued or made, which is binding upon the Contractor in respect of the Contract, such determination shall be binding upon the Guarantor.

(c) Demands and notices under this Performance Guarantee may be made by Her Majesty from time to time.

4. Any notice required or permitted to be given hereunder shall be in writing and may be given by delivering the same, by hand, facsimile, or by electronic mail, or by mailing the same by registered mail with return receipt postage prepaid addressed, in the case of Her Majesty, to:

Attention:

Telephone:

Facsimile:

E-mail:

In the case of the Guarantor:

Full Address:

Contact Name:

Contact Telephone:

Contact Facsimile:

Contact e-mail:

or to such other address as any of the parties as to itself may from time to time designate in writing to the other. Any notice aforesaid if delivered shall be deemed to have been given on the date on which it was

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delivered, if sent by facsimile, or electronic mail, on the date of transmittal with acknowledgement of receipt, or if mailed by registered mail with return receipt shall be deemed to have been given on the day on which it was received as evidenced by the receipt.

5. The Guarantor hereby acknowledges that Her Majesty has made no representation or warranty to it in connection with the execution of this Performance Guarantee, except as expressly stated herein.
6. This Performance Guarantee may not be assigned.
7. This Performance Guarantee shall be in force and effect from the date of award of the Contract to the Contractor until all obligations of the Contractor under any such Contract have been fulfilled to the satisfaction of Her Majesty.
8. This Performance Guarantee is in addition to and not in substitution for any security of any kind or any other guarantee that may at any time have been or may be acquired by Her Majesty and any other rights or remedies that Her Majesty might have.
9. This Performance Guarantee shall not be impaired by any loss of any security now or hereafter held by or on behalf of Her Majesty whether occasioned through its fault, negligence or otherwise (including without limitation any loss occasioned by the failure to register, perfect, maintain the registration or perfection of, re-register, re-perfect or renew any such security.)

IN WITNESS WHEREOF, this Performance Guarantee has been duly executed by Her Majesty the Queen in Right of Canada as represented by the duly authorized representatives of the Minister of Public Works and Government Services and by **full legal name of guarantor** by its officers duly authorized in that behalf.

SIGNED, SEALED AND DELIVERED

**THE MINISTER OF PUBLIC WORKS AND GOVERNMENT SERVICES
CANADA**

per: _____
(Name / Title)

per: _____
(Name / Title)

FULL LEGAL NAME OF GUARANTOR

per: _____
(Name / Title)

per: _____
(Name / Title)

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ANNEX G
ABORIGINAL PARTICIPATION COMPONENT
(TBD)

DRAFT

MANDATORY REQUIREMENTS									
Criteria #	Reference	Certification Requirements	Vessel 1				Vessel 2		Overall
			Pass	Fail	Pass	Fail	Pass	Fail	
MR 1	Baseline Requirement Documents	The Bidder's vessels must be certificated, operated, manned and maintained in accordance with SOLAS, Unlimited Voyage certification.							
MR 2	Baseline Requirement Documents	The Bidder's vessels must be International Safety Management (ISM) certified with a demonstrable safety culture.							
MR 3	Baseline Requirement Documents	The Bidder must have a certified ISO 9000 Quality Management and an ISO 14001 Environmental Management System in place.	N/A	N/A	N/A	N/A			
MR 4	Baseline Requirement Documents	The Bidder's vessels must be in possession of a valid Towing Vessel Approval Certificate for a minimum rating of Unrestricted Tows (U) and entry into the Towing Vessel Approval Scheme (TVAS) database as administered by GL Noble Denton.							
Criteria #	Reference	Vessel Requirements	Pass	Fail	Pass	Fail	Pass	Fail	Assessment Methodology
MR 5	Baseline Requirement Documents	The Bidder's vessels must have a designated "Rescue Zone " on both sides of the vessels.							The Bidder must provide a compliance statement that this criteria will be met at mobilization.
MR 6	Baseline Requirement Documents	The Bidder's vessels must be fitted with a Fast Rescue Craft (FRC), no less than 7.0m Length Over All (LOA) with a single point launch and recovery davit.							The Bidder must provide a compliance statement that this criteria will be met at mobilization.

MR 7	Baseline Requirement Documents	The Bidder's vessels must be fitted with a Very High Frequency (VHF), automatic direction finder, for Search and Rescue operations as per the Ship Station Radio Regulations (Canada).							<i>The Bidder must provide a compliance statement that this criteria will be met at mobilization.</i>
MR 8	Baseline Requirement Documents	The Bidder's vessels must send and receive email with or without attachments by both cellular and satellite means of communication, at a bandwidth speed of 768Kbps Downlink and 256 Kbps Uplink.							<i>The Bidder must provide a compliance statement that this criteria will be met at mobilization.</i>
MR 9	Baseline Requirement Documents	In addition to the existing fitted satellite and cellular communications systems on the vessels, the bidder's vessels must be fitted with the following systems: a) Minimum of one Fleet Broadband 500 (FB8500) voice and data system; b) Minimum of one Sailor 100GX data system; c) Minimum of one GSM 3G or 4G or LTE cellular data system; d) Minimum of three, network data connections for Sailor 100 GX, cellular data and "near-shore wireless" ("Fortinet" device to be supplied as GFE) routed to a central location; e) Physical space for a minimum of one, 24U network rack, 42" high x 34" deep x 24" wide; f) Physical space for a minimum of one printer; and g) Four or more 110 VAC available power circuits.							<i>The Bidder must provide a compliance statement that this criteria will be met at mobilization.</i>
MR 10	Statement of Work	The Bidder's vessels must have space for the Government Furnished Equipment (GFE) as identified in the Baseline Requirements and Statement of Work.							<i>The Bidder must provide a statement of fact supported by arrangement drawings demonstrating how the vessels will accommodate all the GFE equipment identified in the SOW and Baseline Requirements.</i>
MR 11	Baseline Requirement Documents	The Bidder's vessels must be in possession of an inspection report in accordance with either the Common Marine Inspection Document (CMID) as published by the International Marine Contractors Association (IMCA) or, the Offshore Vessel Inspection Database (OVID) as published by the Oil Companies International Marine Forum (OCIMF).							<i>The Bidder must provide the inspection report in accordance with the Common Marine Inspection Document (CMID) as published by the International Marine Contractors Association (IMCA) or, the Offshore Vessel Inspection Database (OVID) as published by the Oil Companies International Marine Forum (OCIMF).</i>
MR 12	Baseline Requirement Documents	The Bidder's vessels must exert a minimum continuous bollard pull of no less than 120 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.							<i>The Bidder must provide a certificate of compliance (independently verified) or bollard test output data (in accordance with MSC/Circ 884 section 11.1) less than 10 years old.</i>
MR 13	Baseline Requirement Documents	The Bidder's vessels must possess a maximum speed of no less than 15 knots.							<i>The Bidder must provide a Sea trial report or vessel logs or GPS output data that demonstrates that the vessels possess a maximum speed of no less than 15 knots.</i>

MR 14	Baseline Requirement Documents	The Bidder's vessels must possess a maximum, summer load draft of 6.0m or, the ability to operate at a draft of 6.0m as a documented condition in the vessel's stability book.							<i>The Bidder must provide a Vessel stability booklet for each vessel that demonstrates that the vessels possess a maximum summer load draft of 6.0m or the ability to operate at a draft of 6.0m.</i>
MR 15	Baseline Requirement Documents	The Bidder's vessels must have the endurance to operate continuously (24 hours per day) at sea for no fewer than 10 days at the documented maximum rate of fuel consumption.							<i>The Bidder must provide a statement of fact supported by endurance calculations that demonstrate that the vessels have the endurance to operate continuously at sea for no fewer than 10 days at the documented maximum rate of fuel consumption.</i>
MR 16	Baseline Requirement Documents	The Bidder's vessels must operate with documented maximum fuel efficiency while loitering on-station or at anchor.							<i>The Bidder must provide fuel consumption rates for all modes of operation that demonstrate that the vessels operate with documented maximum fuel efficiency while loitering on-station or at anchor.</i>
MR 17	Baseline Requirement Documents	The Bidder's vessels must be less than 20 years old at bid closing.							<i>The Bidder must provide the certification with construction date that demonstrates that the vessels are less than 20 years old at bid closing.</i>
MR 18	Baseline Requirement Documents	The Bidder's vessels must possess additional, Maritime Labor Convention compliant accommodations for a minimum of 8 persons.							<i>The Bidder must provide the General Arrangement (GA) with a minimum of 8 identified bunks for CCG personnel.</i>
MR 19	Baseline Requirement Documents	The Bidder's vessels must demonstrate that the vessels will be manned by a Master with demonstrable minimum 5 years experience in ocean and emergency towing.							<i>The Bidder must provide the résumé of the proposed master which demonstrates the proposed master's experience.</i>
MR 20	Baseline Requirement Documents	The Bidder's vessels must clearly demonstrate that the vessels will be maintained in class by a Canadian recognized classification organization.							<i>The Bidder must provide a statement of fact including supporting documentation from a Canadian recognized classification organization.</i>
Criteria #	Reference	Management Requirements	Pass	Fail	Pass	Fail	Pass	Fail	Assessment Methodology
MR 21	DID M-001	The Bidder must submit a preliminary Project Management Plan reflecting the industry best practices, such as the Project Management Book of Knowledge (PMBOK) or equivalent.	N/A	N/A	N/A	N/A	N/A	N/A	<i>The Bidder must provide a preliminary Project Management Plan.</i>
MR 22	DID I-001	The Bidder must submit a preliminary Skills and Knowledge Transfer Plan that demonstrates how the Bidder intends to provide CCG staff personnel with large vessel towing best practices, procedures, familiarization and education.	N/A	N/A	N/A	N/A	N/A	N/A	<i>The Bidder must provide a preliminary Skills and Knowledge Transfer Plan.</i>
MR 23	DID T-001	The Bidder must submit a preliminary Mobilization Plan per vessel which demonstrates how the Bidder intends to mobilize the vessel from their pre-contract award state and condition to meet the requirements of the vessels detailed in the Baseline Requirements Document, the SOW and the ConOps and must address the deficiencies identified in the OVID and IMCA reports.							<i>The Bidder must provide a preliminary Mobilization Plan which includes the scope of work, the identified shipyard and the schedule which identifies how vessel #1 will be completed by September 30 2018 and how vessel #2 will be completed by September 2019 or earlier.</i>
MR 24	DID T-003	The Bidder must demonstrate that all maintenance activities will be conducted in Canada in accordance with the Build-in-Canada Policy.	N/A	N/A	N/A	N/A	N/A	N/A	<i>The Bidder must demonstrate that it has engaged with a Canadian shipyard to ensure availability for maintenance and mobilization work in Canada.</i>

MR 25	Baseline Requirement Documents	The Bidder's vessels minimum crew complement must be 12 per vessel, consisting of a minimum of 5 Standards for Training, Certification and Watch keeping (STCW) certificated officers (Master, 2 Deck Officers and 2 Engineering Officers).								The Bidder must provide in his HR plan his crew complement plan which identifies twelve people per vessel, consisting of a minimum of five Standards for Training, Certification and Watch keeping (STCW) certificated officers (Master, two Deck Officers and two Engineering Officers).
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RATED REQUIREMENTS					Assessment Methodology		
Criteria #	Reference	Vessel Requirements Rated					
RR-1	Baseline Requirement Documents	The Bidder's vessels should provide a minimum continuous bollard pull in excess of 120 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.			The Bidder must provide a test report of less than 10 years old, detailing continuous bollard pull including engine driven consumer loading		
	POINTS AVAILABLE	1	3	5		SCORE	
	Vessel 1	The Bidder has demonstrated that the vessel exerts a continuous bollard pull between 120 and 130.9 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.	The Bidder has demonstrated that the vessel exerts a continuous bollard pull between 131 and 150.9 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.	The Bidder has demonstrated that the vessel exerts a continuous bollard pull of 151 tonnes or more when all required engine driven consumers (shaft generators, etc.) are taken into account.			
	Vessel 2	The Bidder has demonstrated that the vessel exerts a continuous bollard pull between 120 and 130.9 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.	The Bidder has demonstrated that the vessel exerts a continuous bollard pull between 131 and 150.9 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.	The Bidder has demonstrated that the vessel exerts a continuous bollard pull of 151 tonnes or more when all required engine driven consumers (shaft generators, etc.) are taken into account.			
	TOTAL						
Criteria #	Reference	The Bidder's vessels provide a minimum maximum speed in excess of 15 knots confirmed by electronic data.			Assessment Methodology		
RR-2	Baseline Requirement Documents	The Bidder's vessels provide a minimum maximum speed in excess of 15 knots confirmed by electronic data.				The Bidder must provide a sea trial report, vessel logs or GPS data that identifies the vessels maximum speed.	
	POINTS AVAILABLE	1	3	5			SCORE
	Vessel 1	The Bidder confirmed by electronic data that the vessel possesses a maximum speed between 15 and 15.9 knots.	The Bidder confirmed by electronic data that the vessel possesses a maximum speed between 16 and 18.9 knots.	The Bidder confirmed by electronic data that the vessel possesses a maximum speed of 19 knots or more.			
	Vessel 2	The Bidder confirmed by electronic data that the vessel possesses a maximum speed between 15 and 15.9 knots.	The Bidder confirmed by electronic data that the vessel possesses a maximum speed between 16 and 18.9 knots.	The Bidder confirmed by electronic data that the vessel possesses a maximum speed of 19 knots or more.			
	TOTAL						
Criteria #	Reference	The Bidder's vessels provide an endurance to operate continuously (24 hours per day) at sea in excess of 10 days at the documented maximum rate of fuel consumption.			Assessment Methodology		
RR-3	Baseline Requirement Documents	The Bidder's vessels provide an endurance to operate continuously (24 hours per day) at sea in excess of 10 days at the documented maximum rate of fuel consumption.				The Bidder must provide a statement of fact supported by endurance calculations that identifies the vessels maximum endurance at the documented maximum rate of full consumption.	
	POINTS AVAILABLE	1	3	5			SCORE
	Vessel 1	The Bidder demonstrated that the vessel has the endurance to operate continuously at sea between 10 and 11 days at the documented maximum rate of fuel consumption.	The Bidder has demonstrated that the vessel has the endurance to operate continuously at sea between 12 and 15 days at the documented maximum rate of fuel consumption.	The Bidder has demonstrated that the vessel has the endurance to operate continuously at sea for 16 days or more at the documented maximum rate of fuel consumption.			
	Vessel 2	The Bidder demonstrated that the vessel has the endurance to operate continuously at sea between 10 and 11 days at the documented maximum rate of fuel consumption.	The Bidder has demonstrated that the vessel has the endurance to operate continuously at sea between 12 and 15 days at the documented maximum rate of fuel consumption.	The Bidder has demonstrated that the vessel has the endurance to operate continuously at sea for 16 days or more at the documented maximum rate of fuel consumption.			
	TOTAL						
Criteria #	Reference	Desirable Vessel and Crew Capabilities			Assessment Methodology		
RR-4	Baseline Requirement Documents	The Bidder's vessels should have a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist. A secondary hoist of 8 tonne SWL is also desirable.				The Bidder must provide a statement of fact supported by drawings depicting the operational limits of the crane.	
	POINTS AVAILABLE	0	3	5			SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist.	The Bidder has demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist, but has not demonstrated that the vessels has a secondary hoist of 8 tonnes SWL.	The Bidder has demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist and a secondary hoist of 8 tonnes SWL.			

Vessel 2	The Bidder has not demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist.	The Bidder has demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist, but has not demonstrated that the vessels has a secondary hoist of 8 tonnes	The Bidder has demonstrated that the vessel has a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne SWL on main hoist and a secondary hoist of 8 tonnes SWL.	
			TOTAL	

Criteria #	Reference	Assessment Methodology		
RR-5	Baseline Requirement Documents	The Bidder's vessels have a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment.	The Bidder has demonstrated that the vessel has a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment.	
	Vessel 2	The Bidder has not demonstrated that the vessel has a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment.	The Bidder has demonstrated that the vessel has a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment.	
			TOTAL	
Criteria #	Reference	The Bidder's vessels have a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.		
RR-6	Baseline Requirement Documents	The Bidder's vessels have a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.	The Bidder has demonstrated that the vessel has a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.	
	Vessel 2	The Bidder has not demonstrated that the vessel has a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.	The Bidder has demonstrated that the vessel has a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.	
			TOTAL	
Criteria #	Reference	The Bidder's vessels have a designated helicopter winching area at the stern or the bow of the vessels.		
RR-7	Baseline Requirement Documents	The Bidder's vessels have a designated helicopter winching area at the stern or the bow of the vessels.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a designated helicopter winching area at the stern or the bow of the vessels.	The Bidder has demonstrated that the vessel has a designated helicopter winching area at the stern or the bow of the vessels.	
	Vessel 2	The Bidder has not demonstrated that the vessel has a designated helicopter winching area at the stern or the bow of the vessels.	The Bidder has demonstrated that the vessel has a designated helicopter winching area at the stern or the bow of the vessels.	
			TOTAL	
Criteria #	Reference	The Bidder's vessels have a hospital with direct access from the "Rescue Zone".		
RR-8	Baseline Requirement Documents	The Bidder's vessels have a hospital with direct access from the "Rescue Zone".		
	POINTS AVAILABLE	0	3	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a hospital.	The Bidder has demonstrated that the vessel has a hospital.	
	Vessel 2	The Bidder has not demonstrated that the vessel has a hospital.	The Bidder has demonstrated that the vessel has a hospital.	
			TOTAL	
The Bidder must provide drawings detailing the bulwark arrangements.				
The Bidder must provide a statement of fact supported by arrangement drawings that demonstrates that the vessels have a second fast rescues craft (FRC), no less than 7.0m LOA with single point launch and recovery davit.				
The Bidder must provide a statement of fact supported by arrangement drawings that demonstrate that the vessels have a designated helicopter winching area at the stern or the bow of the vessels.				
The Bidder must provide a statement of fact supported by arrangement drawings that demonstrates that the vessels have a hospital with access from the "Rescue Zone". When a hospital space is required, an existing stateroom may be designated as a hospital space. This stateroom must be configured for single occupancy so long as it is not be normally occupied when set aside as the designated hospital and must have a washbasin with hot and cold running water installed in the space, or immediately adjacent.				

Criteria #	Reference	Assessment Methodology		
RR-9	Baseline Requirement Documents	The Bidder's vessels have an over-the-side handling equipment fitted or, fitted for but not with, for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).		
	POINTS AVAILABLE	0	3	5
	Vessel 1	The Bidder has not demonstrated that the vessel has an over-the-side handling equipment fitted or, fitted for but not with, for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).	The Bidder has demonstrated that the vessel is fitted for but not with an over-the-side handling equipment for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).	The Bidder has demonstrated that the vessel has an over-the-side handling equipment fitted for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).
	Vessel 2	The Bidder has not demonstrated that the vessel has an over-the-side handling equipment fitted or, fitted for but not with, for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).	The Bidder has demonstrated that the vessel is fitted for but not with an over-the-side handling equipment for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).	The Bidder has demonstrated that the vessel has an over-the-side handling equipment fitted for deployment of up to light/medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV).
				TOTAL
Criteria #	Reference	The Bidder's vessels have Azimuthing Stern Drive (ASD) propulsion.		
RR-10	Baseline Requirement Documents	The Bidder's vessels have Azimuthing Stern Drive (ASD) propulsion.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has Azimuthing Stern Drive (ASD) propulsion.	The Bidder has demonstrated that the vessel has Azimuthing Stern Drive (ASD) propulsion.	The Bidder must provide a statement of fact supported by drawings depicting that the vessels have Azimuthing Stern Drive (ASD) propulsion.
	Vessel 2	The Bidder has not demonstrated that the vessel has Azimuthing Stern Drive (ASD) propulsion.	The Bidder has demonstrated that the vessel has Azimuthing Stern Drive (ASD) propulsion.	
				TOTAL
Criteria #	Reference	The Bidder's vessels have a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.		
RR-11	Baseline Requirement Documents	The Bidder's vessels have a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.	The Bidder has demonstrated that the vessel has a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.	The Bidder must provide a statement of fact and a class certificate denoting DP capacity.
	Vessel 2	The Bidder has not demonstrated that the vessel has a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.	The Bidder has demonstrated that the vessel has a machinery redundancy through dynamic positioning (DP2) capacity and corresponding class notation.	
				TOTAL
Criteria #	Reference	The Bidder's vessels have a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.		
RR-12	Baseline Requirement Documents	The Bidder's vessels have a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.		
	POINTS AVAILABLE	0	5	SCORE
	Vessel 1	The Bidder has not demonstrated that the vessel has a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.	The Bidder has demonstrated that the vessel has a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.	The Bidder must, provide a statement of fact and a class certificate denoting Clean or Green Notation.
	Vessel 2	The Bidder has not demonstrated that the vessel has a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.	The Bidder has demonstrated that the vessel has a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services, etc.	
				TOTAL
Criteria #	Reference			

RF-13	Baseline Requirement Documents	The Bidder's vessels possess of a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).			Assessment Methodology
		POINTS AVAILABLE	0	5	
	Vessel 1	The Bidder has not demonstrated that the vessel possesses a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).	The Bidder has demonstrated that the vessel possesses a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).	The Bidder has demonstrated that the vessel possesses a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).	The Bidder must provide a statement of fact and a class/flag state certificate denoting towing capability.
	Vessel 2	The Bidder has not demonstrated that the vessel possesses a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).	The Bidder has demonstrated that the vessel possesses a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST).		
		TOTAL			
Criteria #	Reference				

RR-14	Baseline Requirement Documents	The Bidder's vessels have Oil recovery capacity and possession of a Class "Oil Recovery" notation.					Assessment Methodology The Bidder must provide a statement of fact and a class certificate denoting Oil Recovery Notation.	
	POINTS AVAILABLE	0	5	SCORE				
	Vessel 1	The Bidder has not demonstrated that the vessel has an Oil recovery capacity and possession of a Class "Oil Recovery" notation.	The Bidder has demonstrated that the vessel has an Oil recovery capacity and possession of a Class "Oil Recovery" notation.					
	Vessel 2	The Bidder has not demonstrated that the vessel has an Oil recovery capacity and possession of a Class "Oil Recovery" notation.	The Bidder has demonstrated that the vessel has an Oil recovery capacity and possession of a Class "Oil Recovery" notation.	TOTAL				
Criteria #	Reference	The Bidder's vessels possess an IMO Oil Recovery Training certification for the Master and crew.					Assessment Methodology The Bidder must provide a statement of fact and a certificate denoting IMO Oil Recovery Training for Master and crew.	
RR-15	Baseline Requirement Documents							
	POINTS AVAILABLE	0	5	SCORE				
	Vessel 1	The Bidder has not demonstrated that the vessel possesses an IMO Oil Recovery Training certification for the Master and crew.	The Bidder has demonstrated that the vessel possesses an IMO Oil Recovery Training certification for the Master and crew.					
	Vessel 2	The Bidder has not demonstrated that the vessel possesses an IMO Oil Recovery Training certification for the Master and crew.	The Bidder has demonstrated that the vessel possesses an IMO Oil Recovery Training certification for the Master and crew.	TOTAL				
Criteria #	Reference	The Bidder's vessels should possess additional, Maritime Labor Convention compliant accommodations in excess of 8 persons (Persons may consist of mixed genders including a mix of officers and crew requiring a minimum of 2 single cabins and no more than 3 double cabins) for the purposes of CCG crew training and the delivery of other CCG program work.					Assessment Methodology The Bidder must provide a statement of fact and drawing(s) depicting compliant accommodation arrangements identifying which cabins are for the contractor's crew and which are available for CCG designated personnel.	
RR-16	Baseline Requirement Documents							
	POINTS AVAILABLE	1	3	5	SCORE			
	Vessel 1	The Bidder has demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 8 to 9 persons for the purposes of CCG crew training and the delivery of other CCG program work.	The Bidder has demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 10 to 11 persons for the purposes of CCG crew training and the delivery of other CCG program work.	The Bidder has not demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 12 persons or more for the purposes of CCG crew training and the delivery of other CCG program work.				
	Vessel 2	The Bidder has demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 8 to 9 persons for the purposes of CCG crew training and the delivery of other CCG program work.	The Bidder has demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 10 to 11 persons for the purposes of CCG crew training and the delivery of other CCG program work.	The Bidder has not demonstrated that the vessel possesses additional Maritime Labor Convention compliant accommodations for 12 persons or more for the purposes of CCG crew training and the delivery of other CCG program work.	TOTAL			
Criteria #	Reference	The Bidder's vessels should be fitted with the following additional electronic equipment; a) VHF-AM (aircraft band) radio, to facilitate support to the Search and Rescue program; b) VHF secure radio, base station model (Radio and antenna to be supplied as GFE. CCG would code radio upon installation.); c) Iridium phone, base station model (A "Sectera", secure communications terminal and accompanying telephone handset to be supplied as GFE to connect to the Iridium phone); and d) Satellite television distribution to cabins occupied by CCG personnel.					Assessment Methodology The Bidder must provide a statement of fact and equipment list identifying which electronic equipment is available on the vessels.	
RR-17	Baseline Requirement Documents							
	POINTS AVAILABLE	0	3	5	SCORE			
	Vessel 1	The Bidder has not demonstrated that the vessel is fitted with any of the additional electronic equipment listed above.	The Bidder has demonstrated that the vessel is fitted with at least 2 of the 4 additional electronic equipment listed above.	The Bidder has demonstrated that the vessel is fitted with all of the additional electronic equipment listed above.				
	Vessel 2	The Bidder has not demonstrated that the vessel is fitted with any of the additional electronic equipment listed above.	The Bidder has demonstrated that the vessel is fitted with at least 2 of the 4 additional electronic equipment listed above.	The Bidder has demonstrated that the vessel is fitted with all of the additional electronic equipment listed above.	TOTAL			
							85 (x2 vessels)	

Criteria #	Reference	Project Management Plan Rated				SCORE	Assessment Methodology
RR 18	DID M-001	The preliminary Project Management Plan (PMP) submitted by the Bidder (under MR-22) should provide a clear understanding of its approach to managing the project.					The PMP, submitted at bid proposal should address the following elements, as a minimum: a. Master Plan and Schedule (M-002); b. Issue and Risk Management Plan (M-003); c. Communications Plan (M-004); d. Project Progress Reports (M-005); e. Meeting Agendas and Minutes (M-006); and f. Human Resources Plan (M-002)
	POINTS AVAILABLE	1	5	10	15		
	CRITERIA	The Bidder submitted a preliminary Project Management Plan that addresses 1 to 2 of the required elements. The Bidder did not sufficiently demonstrate how the project will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Project Management Plan that addresses 3 to 5 required elements. In most cases the Bidder demonstrated how the project will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Project Management Plan that addresses all required elements. The Bidder effectively demonstrated how the project will be managed providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary Project Management Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the project will be managed providing the evaluation team a high degree of confidence for success.		
		TOTAL					
Criteria #	Reference	Master Project Schedule Rated				SCORE	Assessment Methodology
RR 19	DID M-002	The Bidder should submit a preliminary Master Project Schedule (MPS) that provides a clear understanding of the project milestones, associated activities and deliverables extending from Contract Award through to project close out activities.					The MPS, submitted at bid proposal, should reflect the following elements: a. Anticipated chartering schedule for up to 5 years; b. Sequence of events; c. Timeframes; d. Relationships; e. Dependencies; f. Activities as part of the mobilization and de-mobilization plans; g. A schedule for the Skills and Knowledge Transfer Plan activities; h. A crew change schedule for the Contractor's personnel; i. A schedule for Maintenance activities; and j. A schedule of meetings and reporting to Canada.
	POINTS AVAILABLE	1	5	10	15		
	CRITERIA	The Bidder submitted a preliminary Master Project Schedule that addresses 1 to 4 of the required elements. The Bidder did not sufficiently demonstrate how the schedule will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Master Project Schedule that addresses 5 to 9 of the required elements. In most cases the Bidder demonstrated how the schedule will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Master Project Schedule that addresses all required elements. The Bidder effectively demonstrated how the schedule will be managed providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary Master Project Schedule that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the schedule will be managed providing the evaluation team a high degree of confidence for success.		
		TOTAL					

Criteria #	Reference	Issues and Risk Management Plan				Assessment Methodology	
RR 20	DID M-003	The Bidder should submit a preliminary Issues and Risk Management Plan (IRMP) that provides a clear understanding of the Bidder's approach to identifying, recording and tracking technical and non-technical risks.				The IRMP, submitted at bid proposal, should contain the following elements, as a minimum: a. Risk management planning, including the concept for management and ongoing review of risks; b. Risk identification methodology, including a description of the risk register; c. Qualitative and quantitative risk analysis methodology; d. Risk response planning methodology; e. Risk monitoring and control including reporting methodology to corporate management and Canada; and f. Issue management methodology including issue identification, escalation process, resolution activities, and issue monitoring.	
POINTS AVAILABLE		1	5	10	15		SCORE
CRITERIA		The Bidder submitted a preliminary Issues and Risk Management Plan that addresses 1 to 2 of the required elements. The Bidder did not sufficiently demonstrate how the project risks and issues will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Issues and Risk Management Plan that addresses 3 to 5 of the required elements. In most cases the Bidder demonstrated how the project risks and issues will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Issues and Risk Management Plan that addresses all required elements. The Bidder effectively demonstrated how the project risks and issues will be managed providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary Issues and Risk Management Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the project risks and issues will be managed providing the evaluation team a high degree of confidence for success.		
						TOTAL	

Criteria #	Reference	Human Resources Plan					Assessment Methodology
RR 21	DID I-007	The Bidder should submit a preliminary Human Resources (HR) Plan that demonstrates the Bidder's approach to ensuring it has the Human Resources capacity to meet the demands of the project.					<i>The HR Plan, submitted at bid proposal, should describe the following elements, at a minimum:</i> <i>a. The Contractor's HR staffing practices;</i> <i>b. The Contractor's approach to staff retention;</i> <i>c. The qualifications and certifications for the ETV crew;</i> <i>d. The Contractor's process to obtain and maintain qualification and certifications; and</i> <i>e. The training qualifications for the resource(s) responsible for the delivery of the Skills and Knowledge Transfer component of the contract.</i>
POINTS AVAILABLE		1	5	10	15	SCORE	
		The Bidder submitted a preliminary Human Resources Plan that addresses 1 to 2 of the required elements. The Bidder did not sufficiently demonstrate how the human resource needs will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Human Resources Plan that addresses 3 to 4 of the required elements. In most cases the Bidder demonstrated how the human resource needs will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Human Resources Plan that addresses all the required elements. The Bidder effectively demonstrated how the human resource needs will be managed providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary Human Resources Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the human resource needs will be managed providing the evaluation team a high degree of confidence for success.		
CRITERIA							

Criteria #	Reference						Assessment Methodology
RR 22	DID I-007	The Bidder should submit the proposed Project Manager's résumé that demonstrates the proposed resource has experience in managing a project of this size and complexity.					The résumé of the proposed resource must describe the experience and the projects on which the proposed resource has worked.
POINTS AVAILABLE		0	5	10	15	SCORE	
CRITERIA		The Bidder did not submit a résumé.	The submitted résumé demonstrates that the proposed resource has less than 3 years of experience managing a project of this size and complexity.	The submitted résumé demonstrates that the proposed resource has more than 3 and less than 6 years of experience managing a project of this size and complexity.	The submitted résumé demonstrates that the proposed resource has greater than 6 years of experience managing a project of this size and complexity.		
Criteria #	Reference						Assessment Methodology
RR 23	DID I-007	The Bidder should submit the proposed Instructor's résumé that demonstrates that the proposed resource has experience in providing training.					The résumé of the proposed resource should describe the proposed resource's experience in providing training.
POINTS AVAILABLE		0	5	10	15	SCORE	
CRITERIA		The Bidder did not submit a résumé.	The submitted résumé demonstrates that the proposed resource has less than 3 years of experience in providing training.	The submitted résumé demonstrates that the proposed resource has more than 3 and less than 6 years of experience in providing training.	The Bidder submitted résumé demonstrates that the proposed resource has greater than 6 years of experience in providing training.		

Criteria #	Reference	Evidence of professional competency and experience of the proposed			
RR 24	Baseline Requirements document	The Bidder should demonstrate that the vessels will be manned by a master with minimum five years, experience in ocean and emergency towing. Evidence of professional competency and experience of the proposed vessel crew must be produced to CCG prior to delivery.			
POINTS AVAILABLE	0	5	10	15	SCORE
	<p>The Bidder has demonstrated that the vessels will be manned by a master with minimum 5 years experience in ocean and emergency towing.</p>	<p>The Bidder has demonstrated that the vessels will be manned by a master with more than 5 and less than 7 years experience in ocean and emergency towing.</p>	<p>The Bidder has demonstrated that the vessels will be manned by a master with more than 7 years and less than 10 years experience in ocean and emergency towing.</p>	<p>The Bidder has demonstrated that the vessels will be manned by a master with 10 years or more experience in ocean and emergency towing.</p>	
CRITERIA					
TOTAL					105
MAXIMUM POTENTIAL SCORE					105
<p>The Bidder should provide the résumé of the proposed master's which demonstrates the proposed master's experience.</p>					

RATED REQUIREMENTS						
Criteria #		Safety Management Plan Rated				
RR 25	Reference	The Bidder should provide a preliminary Safety Management Plan to identify the requirements that are used in ensuring a safe working environment.				
AVAILABLE POINTS		1	5	10	15	SCORE
CRITERIA		The Bidder submitted a preliminary Safety Management Plan that addresses 1 to 4 of the required elements. The Bidder did not sufficiently demonstrate how it will ensure a safe working environment providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Safety Management Plan that addresses 5 to 8 of the required elements. In most cases the Bidder demonstrated how it will ensure a safe working environment providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Safety Management Plan that effectively demonstrates how it will ensure a safe working environment providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary Safety Management Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how it will ensure a safe working environment providing the evaluation team a high degree of confidence for success.	
		TOTAL				15
		MAXIMUM POTENTIAL SCORE				
		The Safety Management Plan submitted at bid proposal must include, as a minimum, the following procedures: a. Reporting procedures for accidents, hazardous occurrences, and nonconformities; b. Procedures covering preparation for, and response to, emergency situations; c. Procedures for incident reports, management reviews, and dealing with nonconformities; d. Procedures for maintenance, repair, and replacement of all parts and equipment that has been fitted to ensure safe vessel operation and environmental protection; e. Procedures covering operations of shore-based management and vessels with respect to the ISM Code; f. Procedures covering control and the maintenance of records; g. Procedures covering the assignment, competencies, and qualifications of shipboard personnel; h. An established Hazard Identification & Risk Assessment Methodology/Task Hazard Analysis and appropriate controls; and i. Clear levels of authority, clearly defined responsibilities & lines of communication between CCG and Contractor.				

The Safety Management Plan submitted at bid proposal must include, as a minimum, the following procedures:

- Reporting procedures for accidents, hazardous occurrences, and nonconformities;
- Procedures covering preparation for, and response to, emergency situations;
- Procedures for internal audits, management reviews, and dealing with nonconformities;
- Procedures covering shipboard maintenance and associated records for plant and equipment that has been fitted to ensure safe vessels operation and environmental protection;
- Procedures covering operations of shore-based management and vessels with respect to the ISM Code;
- Procedures covering document control and the maintenance of records;
- An established Hazard Identification & Risk Assessment Methodology/Task Hazard Analysis and appropriate controls; and
- Clear levels of authority, clearly defined responsibilities & lines of communication between CCG and Contractor.

Criteria #	Reference	Skills and Knowledge Transfer Plan Rated					Assessment Methodology
RR 26	DID I-001	The preliminary Skills and Knowledge Transfer Plan (SKTP) submitted by the Bidder under MTR-23 should define and describe in detail all aspects of the approach to provide CCG staff personnel with large vessel towing best practices, procedures, familiarization and education.					<p>The Skills and Knowledge Transfer Plan must address the following elements as a minimum:</p> <ol style="list-style-type: none"> 1. In-class familiarization (I-002); 2. Simulation (I-003); 3. Live demonstrations and deck exercises (I-004); 4. Real life exercises (I-005); and 5. Support to CCG College (I-006).
AVAILABLE POINTS		1	5	10	15	SCORE	
CRITERIA		The Bidder submitted a preliminary SKTP that addresses 1 to 2 of the required elements. The Bidder did not sufficiently demonstrate how the skills and knowledge transfer component will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary SKTP that addresses 3 to 4 of the required elements. In most cases the Bidder demonstrated how the skills and knowledge transfer component will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary SKTP that addresses all the required elements. The Bidder effectively demonstrated how the skills and knowledge transfer component will be managed providing the evaluation team a good degree of confidence for success.	The Bidder submitted a preliminary SKTP that addresses all the required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the skills and knowledge transfer component providing the evaluation team a high degree of confidence for success.		
						TOTAL	15
						MAXIMUM POTENTIAL SCORE	

Criteria #	Reference	Mobilization Plan Rated					Assessment Methodology
RR 27	DID T-001	The Bidder should provide a preliminary Mobilization Plan describing the work required to mobilize the ETV from its initial condition to meet the Baseline Requirements of the vessel and the functional requirements.					
A/AVAILABLE POINTS		1	5	10	15	SCORE	The preliminary Mobilization Plan, submitted at bid proposal should address the following elements as a minimum: a. Description of work to be completed for mobilization; b. Proposed schedule of work; c. Cost estimate for mobilization work; and d. Description of how schedule could be accelerate and at what cost.
VESSEL 1		The Bidder submitted a preliminary Mobilization Plan that addresses 1 of the required elements. The Bidder did not sufficiently demonstrate how the mobilization of the vessel will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Mobilization Plan that addresses 2 to 3 of the required elements. In most cases the Bidder demonstrated how the mobilization of the vessel will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Mobilization Plan that addresses all the required elements. The Bidder effectively demonstrated how the mobilization of the vessel will be managed providing the evaluation team a good degree of confidence for success.	Bidder submitted a preliminary Mobilization Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the mobilization of the vessel will be managed providing the evaluation team a high degree of confidence for success.		
VESSEL 2		The Bidder submitted a preliminary Mobilization Plan that addresses 1 of the required elements. The Bidder did not sufficiently demonstrate how the mobilization of the vessel will be managed providing the evaluation team a low degree of confidence for success.	The Bidder submitted a preliminary Mobilization Plan that addresses 2 to 3 of the required elements. In most cases the Bidder demonstrated how the mobilization of the vessel will be managed providing the evaluation team an acceptable degree of confidence for success.	The Bidder submitted a preliminary Mobilization Plan that addresses all the required elements. The Bidder effectively demonstrated how the mobilization of the vessel will be managed providing the evaluation team a good degree of confidence for success.	Bidder submitted a preliminary Mobilization Plan that addresses all required elements as well as included other applicable and pertinent information. The Bidder clearly demonstrated how the mobilization of the vessel will be managed providing the evaluation team a high degree of confidence for success.		
		TOTAL				15 (x2 vessels)	

Bid Evaluation Rated						
Criteria #	Reference	The Bidder delivers a well-written and structured bid where all required elements of the evaluation can be found with little to no effort by the evaluation team.				
RR 28	N/A					
AVAILABLE POINTS	CRITERIA	0	5	10	15	SCORE
		The Bidder submitted a proposal that does not address any of the identified elements.	The Bidder submitted a bid proposal that addresses 1 to 2 of the identified elements.	The Bidder submitted a bid proposal that addresses 3 to 4 of the identified elements.	The Bidder submitted a bid proposal that addresses all the identified elements.	The Bid should be presented with these elements, at a minimum: a. Table of contents enumerating all required sections and elements and where they can be found within the bid proposal; b. Clearly identified sections and criteria throughout the bid proposal; c. Clearly identified pagination; d. Consistent formatting throughout the bid proposal; and e. Clear language with little to no mistakes or grammatical errors.
TOTAL					15	

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- i. DID T-002 De-mobilization Plan
- j. DID T-003 Maintenance Plan
- k. DID Q-001 Safety Management Plan
- l. DID I-001 Skills and Knowledge Transfer Plan
- m. DID I-002 In-Classroom Familiarization Plan
- n. DID I-003 Simulation Plan
- o. DID I-004 Live Demonstrations and Deck Exercises Plan
- p. DID I-005 Real Life Exercise Plan
- q. DID I-006 Support to CCG College Plan
- r. DID I-007 Human Resources Plan

List of Acronyms

ACRONYM	TERM
AED	Automatic External Defibrillator
ASD	Azimuthing Stern Drive
AtoN	Aids to Navigation
CCG	Canadian Coast Guard
CDRL	Contract Data Requirements List
CGFO	Coast Guard Fleet Order
CMID	Common Marine Inspection Document
COC	Government of Canada
CONOPS	Concept of Operations
CP	Communication Plan
CSA	<i>Canada Shipping Act</i>
DF	Direction Finder
DFO	Department of Fisheries and Oceans
DGPS	Differential Global Positioning System
DIDs	Data Item Descriptions
EEZ	Exclusive Economic Zone
ER	Environmental Response
ETS	Emergency Towing System
ETV	Emergency Towing Vessels
FIP	Federal Identity Program
FOP	Fleet Operational Plan
FRC	Fast Rescue Craft
GFE	Government Furnished Equipment
HRP	Human Resources Plan
ILS	Integrated Logistics Support
IMCA	International Marine Contractors Association
IRMP	Issue and Risk Management Plan
ISO	International Standards Organization
JRCC	Joint Rescue Coordination Centre
KPI	Key Performance Indicators
LOA	Length Over All
MACA	Month After Contract Award

ACRONYM	TERM
MARB	Maritime Assistance Request Broadcast
MCTS	Marine Communications and Traffic Services
MNS	Marine Navigation Services
MP	Maintenance Plan
MPS	Master Project Schedule
MRSC	Maritime Rescue Sub-centre MRSC
NRT	Net Registered Tonnage
OCIMF	Oil Companies International Marine Forum
ON	Official Number
OVID	Offshore Vessel Inspection Database
PERT	Primary Environmental Response Team
PIM	Project Initiation Plan
PIM	Project Initiation Meeting
PMBOK	Project Management Body of Knowledge
PMP	Project Management Plan
PPR	Project Progress Report
PRM	Progress Review Meeting
PSPC	Public Services and Procurement Canada
ROC	Regional Operations Centre
ROV	Remotely Operated Vehicle
SAR	Search and Rescue
SBAR	Shore-based Asset Readiness
SKTP	Skills and Knowledge Transfer Plan
SME	Subject Matter Expert
SMS	Safety Management System
SOW	Statement of Work
ST	Salvage Tug
STCW	Standards for Training, Certification and Watchkeeping
TVAS	Towing Vessel Approvability Scheme
U	Unrestricted Towages
USCG	United States Coast Guard
VHF	Very High Frequency
VOC	Vessels of Concern
WACA	Week After Contract Award

1 INTRODUCTION

1.1 Background

As shipping traffic increases globally, the traffic in all Canadian ports, including BC ports such as the Burnaby, the port of Vancouver and the Port of Prince Rupert, is anticipated to increase.

With increased traffic, there is potential increased risk of having a vessel that has lost power or navigational control. This may result in collision or grounding of a vessel leading to spills and causing a significant risk to crew, other vessels, and the marine environment, including the endangered Southern Resident Killer Whale population and other species at risk. In response, the Government of Canada's Ocean Protection Plan was designed to address these issues and many others to improve marine safety. The Canadian Coast Guard (CCG) will work with Public Services and Procurement Canada (PSCP) to Time Charter two offshore emergency towing vessels for operations on the West Coast to immediately increase its capacity to mitigate risks of disabled large commercial vessels off Canada's coast.

CCG anticipates the integration of large vessel towing capabilities in its future Fleet to enhance CCG's on-going ability to provide emergency towing services with its own assets. As such, CCG seeks to educate some of its key personnel on large vessel towing during the course of the Time Charter period to ensure a baseline of knowledge exists within the CCG when new vessels having such capability are delivered to the Fleet.

1.2 Scope

This Statement of Work (SOW) details the requirements for the activities and deliverables associated with the leasing of two Emergency Towing Vessels (ETV) for the Canadian Coast Guard, an agency of the Department of Fisheries and Oceans (DFO). The Contractor must provide these two vessels on a Time Charter basis for a fixed period of service, including all work identified in the Contract.

The SOW consists of the following:

- 1) Annex A – SOW
 - a. Appendix A – Baseline Requirements Document

- b. Appendix B – Concept of Operations
- c. Appendix C – Contract Data Requirements List (CDRL)
- d. Appendix D – Data Item Descriptions (DIDs)

The Contract Data Requirements List (CDRL) and Data Item Descriptions (DIDs) for the Work are attached at Appendices C and D respectively. DIDs define the individual Deliverables that the Contractor must provide to the Technical Authority at the time(s) specified in the CDRL in accordance with the Contract. DIDs include: the format, process, delivery schedule and level of detail required to satisfy the requirements of each individual Deliverable.

2 SERVICES

2.1 Project Requirements Overview

The primary deliverable for this contract is the provision of service from two Emergency Towing Vessels (ETV) on a Time Charter basis as described in section 3.2.

The Contractor must prepare and deliver a Project Management Plan (as per section 3.3) and described under Contract Data Requirements List (CDRL – Appendix C to this Annex), Data Item No M-001 and associated documents describing the management methodology to be used in the administration of the Contract (CDRL M-001).

The Contractor must deliver the Mobilization Plan (section 3.4) describing refit, outfitting, painting and all other requirements to allow start of ETV operations of the first vessel no later than 30 September 2018 and a second ETV no later than 30 September 2019 (CDRL T-001). The Contractor must deliver a De-Mobilization Plan (section 3.4) describing work, painting and all other requirements that must be completed after the Time Charter period is completed (CDRL T-002).

The Contractor must provide a Training Plan to enable the development of knowledge of escort and emergency towing for designated CCG personnel (section 3.5). The training program for CCG officers and crew, whether new or adapted from an existing in-house training scheme will include a proposed schedule, curriculum and training materials (CDRL I-001). Number of CCG personnel to be trained is described in the ETV Concept of Operations (CONOPS – Appendix B to this Annex).

The Contractor must deliver the ETV Crew Training Plan (section 3.6) as training of the master and crew of the Time Chartered vessels must be a continuous activity. Training, exercises and drills must be undertaken on a regular basis for the ongoing operations of the ETV in both the primary towing role and delivering other CCG programs (CDRL I-002).

2.2 Emergency Towing Vessels

The Contractor must provide two Emergency Towing Vessels as specified in the Canadian Coast Guard Emergency Towing Vessel Baseline Requirements Document (Appendix A) on a Time Charter basis. The vessels must conduct operations as described in the Concept of Operations, (Appendix B) to support the delivery of assigned CCG tasks and missions.

The Time Charter duration will be for a three year period following start of operations.

2.3 Project Management

The Contractor must assign a Project Manager to the project who must be given the authority and resources to execute the contract.

The Project Manager must be the single point of contact for formal communication between the Contractor and the Technical Authority.

The Contractor must provide the necessary personnel, management systems and infrastructure to ensure effective and efficient administration, execution, monitoring, control, reporting and delivery of all aspects of the ETV Time Charter operations and towing knowledge transfer activities under the Contract.

2.3.1 Project Management Plan

The Contractor must use a Project Management methodology that reflects industry best practices, such as the Project Management Body of Knowledge (PMBOK) or equivalent.

The PMP (CDRL M-001) must be submitted to the Technical Authority and the Contracting Authority, as specified in the Contract, for review and acceptance after Contract Award, in accordance with the Master Project Schedule (CDRL M-002).

The PMP must be kept current during the course of the Contract. Subsequent amendments to the PMP that impact schedule, operations and planning considerations must be forwarded to the Technical Authority for review and acceptance. At a minimum the PMP must be reviewed quarterly.

All activities for this project must be managed in accordance with the accepted PMP.

The PMP must identify and describe all activities and processes necessary to conduct the project, and the resources that will be allocated to complete the activities. The PMP must include the following, as a minimum:

- a. Master Project Schedule (CDRL M-002);
- b. Issue and Risk Management Plan (CDRL M-003);
- c. Communication Plan (CDRL M-004);
- d. Maintenance Plan (CDRL T-003); and
- e. Safety Management Plan (CDRL Q-001).

2.3.1.1 Master Project Schedule

The Master Project Schedule (MPS) must establish the baseline for measuring the progress and performance of the Contractor.

The MPS must identify in detail the commitments and milestones in the order of their planned occurrence, in accordance with the schedule requirements, as outlined in the MPS.

The MPS must outline the project milestones, associated activities and deliverables extending from Contract Award through to the end of the Time Charter, including mobilization, operations, planned maintenance, demobilization, training events and project close out activities. This must provide details describing ETV operationalization and required training activities, such as:

- a. The sequence of events and required timeframes associated with each milestone;
- b. Indicate relationships and inter-dependencies between all activities; and
- c. Indicate activities requiring Canada's participation, such as training of both CCG personnel and ETV crew.

The Contractor must update the MPS for delivery as part of the Project Progress Report (PPR) as per CDRL M-005.

2.3.1.2 Contractor Issues and Risk Management Plan

The Issues and Risk Management Plan CDRL M-003 must describe the policies, procedures and management systems for the management of project issues and risks.

The Issue and Risk Management Plan must, as a minimum, involve establishing a Project Action and Issues Register to define how responses to technical and scheduling issues will be managed and communicated within the Contractor's organization and to the Technical Authority. The Contractor must provide and update a Project Risk Register for delivery as part of the Project Progress Report each quarter.

2.3.1.3 Communication Plan

The Communication Plan (CP) must describe the process and format by which information will be communicated by the Contractor to the Technical Authority as detailed in CDRL M-004.

2.3.1.4 Maintenance Plan

The Maintenance Plan must provide a Maintenance activity log for delivery as part of the Project Progress Report each quarter for all maintenance conducted in the past quarter and forecast maintenance for the next two quarters as detailed in CDRL M-005.

2.3.1.5 Safety Management Plan

The Contractor must submit the policies, procedures and management systems within the Contractor's organization used to ensure a safe work environment while the vessel is under Time Charter in accordance with CDRL Q-001.

2.3.2 Project Progress Reports

The Contractor must submit Project Progress Reports (PPR) in accordance with CDRL M-006 Project Progress Reports. The PPR must reflect the period since the last day covered in the preceding PPR.

The PPR must indicate the progress of the work completed, including accomplishments and areas of concern, which must be supported with a written explanation for each item.

2.3.3 Project Review Meetings

The Contractor must hold Project Review Meetings (CDRL M-007) to ensure that Canada is kept current concerning the performance of the Contractor's contractual obligations and to ensure an exchange of information between the Contractor and Canada.

The Contractor must provide a representative with decision-making authority at all Project Meetings and teleconferences. The representative (s) must ensure that all project requirements are being met and that the project schedule is maintained and remains on time.

Unless otherwise stated, the Contractor must provide clerical support for all meetings and must take minutes and record action items of all meetings. Unless otherwise stated, the Contractor must provide a draft of all meeting minutes for review and acceptance by Canada a maximum of five working days following the meeting. The final agreed minutes between the parties must be prepared by the Contractor and forwarded to Canada for acceptance and signature.

The Contractor must record any action items along with the assigned responsibilities and deadlines identified during all meetings. All action items must be consolidated after each meeting and provided to Canada with the meeting minutes. A Project Action Item Register consolidating and recording action items identified during all project meetings is also to be maintained.

Canada may cancel meetings at its discretion. Rescheduling of meetings must be done by mutual agreement between the Contractor and Canada. Meeting requirements can be satisfied through teleconferences, face-to-face, video conferencing or any other method agreed to between the Contractor and Canada.

Project Meetings must be held during the course of the contract period as indicated below.

2.3.3.1 Project Initiation Meeting

A Project Initiation Meeting (CDRL M-006) must be hosted by Canada 1 Week After Contract Award at the CCG Victoria Base following contract award.

The Project Initiation Meeting is the first official meeting between the Contractor and Canada. This meeting introduces the members of the Contractor's Project Team and Canada, and provides the opportunity to discuss the role of each team member. Other ongoing priorities in the project that involve Canada may also be discussed at this meeting (ex. schedule).

2.3.3.2 Project Progress Review Meeting

Project Progress Review Meetings (PRM) (CDRL M-007) must be held on a quarterly basis. Meetings may be held more frequently if requested by the Contractor or Canada. The material that informs the PPR will largely inform the agenda items for these meetings.

The PRM must normally be held at the CCG Victoria base (25 Huron St, Victoria BC) and will be chaired by Canada. The purpose of the PRM is to review the progress of the project, including but not limited to any deviations from the schedule, risks and risk mitigation strategies, and the Project Management Plan as a whole.

The Contractor must prepare and submit a draft PRM agenda to Canada for review and acceptance five working days prior to each PRM. The Contractor must prepare and distribute the final agenda at the PRM.

The status of the Master Project Schedule must be a standing item on the agenda for the PRM.

PRM action items must be reviewed during each meeting to provide the status of all items.

2.3.3.3 Ad-Hoc Meetings

Ad-hoc or unscheduled meetings may be required during the course of the project to address issues such as schedule delay, or significant concerns, which warrant immediate discussion or action. An unscheduled meeting may be initiated by the Contractor or Canada.

2.4 Vessel Mobilization and De-Mobilization Plan

2.4.1 Mobilization Plan

The Contractor will provide a plan describing the work required to mobilize the ETV from its initial condition to meet the Baseline Requirements of the vessel and the functional requirements as described in this Statement of Work, CONOPS and Data Item Deliverables (DIDs).

The Mobilization Plan must ensure the first ETV can begin operations no later than 30 September 2018 and the second ETV can do so no later than 30 September 2019. This deliverable should also describe whether mobilization can be achieved earlier and

under what considerations, constraints and costs. Where the ETV Baseline Requirements refer to certification in accordance with regulations, the appropriate documents must accompany the deliverable item, as proof of compliance. The Mobilization Plan must provide details as described under DID T-001.

2.4.2 De-Mobilization Plan

The Contractor will provide a plan describing the work required to de-mobilize the ETV from its operating condition to its release from service. This work will include removal of Government Furnished Equipment and painting to its original schema and other work as agreed by the Technical Authority. De-mobilization work will occur after the Time Charter period is complete.

The De-Mobilization plan must provide details as described under DID T-002.

2.4.3 Government Furnished Equipment

The Contractor must accommodate the following Government Furnished Equipment (GFE):

- a. Search and Rescue equipment as defined by Coast Guard Fleet Order (CGFO) 207 that the ETV does not have on board pre-mobilization.
- b. Environmental Response equipment to be defined. CCG will identify specific equipment at the Project Initiation meeting. For planning purposes, the Contractor must allow space for a twenty foot ISO container that ensures ready access to the equipment therein for immediate operational use.

During the Time Charter period, Canada may identify other equipment that would be installed on the ETVs. The installation of this equipment would be completed as Additional Work Requests.

Canada may identify specific equipment at the Project Initiation Meeting that would be installed during mobilization. The Contractor must identify the removal of GFE in the de-mobilization plan.

2.5 Skills and Knowledge Transfer Plan

The Skills and Knowledge Transfer Plan (SKTP) must be designed to enable personnel designated by the CCG, to obtain knowledge and understanding of large vessel towing operations. The Contractor must submit a Skills and Knowledge Transfer Plan that achieves this objective for CCG Officers, crew and other personnel in accordance with CDRL I-001.

The Contractor proposed training solution must closely reflect the training methodology used in standard industry practices to qualify ETV resources. The training solution must provide a safe environment for CCG students to become familiar with towing processes,

procedures and risks associated with this type of operation. The curriculum for this training plan must consist of, at minimum:

1. In-class familiarization (CDRL I-002);
2. Simulation (CDRL I-003);
3. Live demonstrations and deck exercises (CDRL I-004);
4. Real life exercises (CDRL I-005); and
5. Support to CCG College (CDRL I-006).

Live demonstrations and deck exercises must involve rotating CCG personnel through either the CCG Time Chartered ETVs or other vessels as provided by the contractor engaged in harbor towing, escort towing, long distance towing, anchor handling or standby activities.

Unless otherwise agreed, the Contractor must provide a complete set of training materials and manuals to each candidate upon arrival to training. All training materials and manuals must be provided in hard copy and will be retained by each candidate. This will include the adaption or production of an On-the-Job-Training manual for key personnel (Master, Chief Officer, Deck Watchkeeping Officer, Boatswain, Chief Engineer, Senior Engineer, Engineering Watchkeeping Officer, others as appropriate).

The Contractor must deliver to the Technical Authority a video recording of one complete Towing introductory course. Video recordings of training will be used for the sole purpose of providing initial and recurring training to CCG personnel.

2.5.1 Training Schedule

The Contractor must submit a Training Schedule that must also form part of the Master Project Schedule (MPS). The Training Schedule must be updated quarterly and reported via the Project Progress Report (CDRL M-005) in accordance with section 3.3.2 of this SOW and CDRL M-002.

2.5.2 In-Classroom Familiarization

The Contractor must provide in-class training to CCG students designated by the CCG Technical Authority that provides students with knowledge of the ETV and its specialized equipment used for large vessel towing operations.

The Contractor must submit an In-Classroom Familiarization Plan (CDRL I-002) which must define and describe in detail all aspects of how the Contractor intends to provide CCG staff personnel with large vessel towing best practices, procedures, familiarization and education, in an instructor-led classroom setting, in accordance with CDRL I-002.

2.5.3 Simulation

The Contractor must provide Simulation-based familiarization utilizing the Contractor's or, a commercial, full mission bridge simulator to perform simulations of emergency towing scenarios utilizing various types of disabled vessels, weather and sea conditions. This training must be delivered in English.

The Contractor must submit a **Simulation Plan** which must define and describe in detail all aspects of how the Contractor intends to utilize a simulator to provide CCG crew with large vessel towing best practices, procedures, familiarization and education, in accordance with CDRL I-003.

2.5.4 Live Demonstrations and Deck Exercises

The Contractor must provide a “Live” training component that includes, at minimum, familiarisation and drills. This training must be conducted in controlled conditions on board the Time Chartered ETVs or other vessels provided by the Contractor engaged in harbor towing, escort towing, long distance towing or anchor handling. This training must be delivered in English.

The Contractor must submit a **Live Demonstrations and Deck Exercises Plan** which must define and describe in detail all aspects of how the Contractor intends to provide CCG crew with large vessel towing best practices, procedures, familiarization and education while onboard the Contractor’s vessels, in accordance with CDRL I-004.

2.5.5 Exercises

The Contractor must submit a **Real Life Exercise Plan** which must define and describe in detail all aspects of how the Contractor intends to provide CCG crew with large vessel towing best practices, procedures, familiarization and education using the ETV and an additional ship in real life exercises, in accordance with CDRL I-005.

The Real life exercises, must be developed in collaboration with CCG and provide an exercise plan utilizing the ETV and an additional ship to be used as a casualty ship for demonstration of towing procedures and program exercises.

2.5.6 Support to Canadian Coast Guard College

The Contractor must submit a **Support to CCG College Plan** which must define and describe in detail all aspects of how the Contractor proposes to provide the CCG College with support in developing its own long term training curriculum for large vessel towing with CCG assets, in accordance with CDRL I-006.

Human Resource Plan

The Contractor must provide a Human Resources Plan (CDRL I-007) that details its approach in ensuring that it has the required human resource capacity with the experience, education and qualifications to manage and complete the work required by this contract.

2.6 Presentations

2.6.1 Delivery Ceremony

The Contractor must include provisions to host an “Entry into Service Ceremony” on the ETV at the start of operations. The ceremony may include Government of Canada personnel, dignitaries and media.

2.6.2 Multi-media material

Photographs, video and audio recordings taken on the vessel can be used for training and publicity purposes when mutually agreed upon between the Contractor and Canada.

DRAFT

APPENDIX A TO ANNEX A - ETV BASELINE REQUIREMENTS

1 INTRODUCTION

Appendix A to Annex A details the mandatory, functional and desirable requirements for two Emergency Towing Vessels (ETVs).

2 MANDATORY VESSEL AND CREW REQUIREMENTS

- a) The Contractor's vessels must be certificated, operated, manned and maintained in accordance with the requirements of Canadian Flag State and the Canadian Supplement to the SOLAS Convention - TP 15211 E (2012) with a SOLAS, Unlimited Voyage certification during the Time Charter period and subject to annual verification by CCG;
- b) The Contractor's vessels must be International Safety Management (ISM) certified with a safety culture and subject to annual verification by CCG;
- c) The Contractor must have a certified International Standards Organization (ISO) 9000 Quality Management and an ISO 14001 Environmental Management System in place and subject to annual verification by CCG;
- d) The Contractor's vessels must be maintained in Class by a Canadian (Transport Canada) recognized classification organization and subject to annual verification by CCG;
- e) The Contractor's vessels must be Canadian manned by a master and crew with demonstrable, minimum five years, experience in ocean and emergency towing;
- f) The Contractor's vessels minimum crew complement must be twelve consisting of a minimum of five Standards for Training, Certification and Watchkeeping (STCW) certificated officers (Master, two Deck Officers and two Engineering Officers);
- g) The Contractor's vessels must be in possession of an inspection report in accordance with either the Common Marine Inspection Document (CMID) as published by the International Marine Contractors Association (IMCA) or, the Offshore Vessel Inspection Database (OVID) as published by the Oil Companies International Marine Forum (OCIMF) completed by an accredited surveyor.
- h) The Contractor's vessels must be in possession of a valid Towing Vessel Approvability Certificate for a minimum rating of Unrestricted Tows (U) and entry into the Towing Vessel Approvability Scheme (TVAS) database as

administered by GL Noble Denton prior to delivery of the vessel to CCG and to remain in force during the term of the Time Charter;

- i) The Contractor's vessels must exert a minimum continuous bollard pull of no less than 120 tonnes when all required engine driven consumers (shaft generators, etc.) are taken into account.
- j) The Contractor's vessels must possess a maximum speed of no less than 15 Knots;
- k) The Contractor's vessels must possess a maximum, summer load draft of 6.0m or, the ability to operate at a draft of 6.0m as a documented condition in the vessel's stability book;
- l) The Contractor's vessels must have a designated "Rescue Zone" on both sides of the vessels;
- m) The Contractor's vessels must be fitted with a Fast Rescue Craft (FRC), no less than 7.0m Length Over All (LOA) with a single point launch and recovery davit ;
- n) The Contractor's vessels must have the endurance to operate continuously (24 hours per day) at sea for no fewer than 10 days at the documented maximum rate of fuel consumption;
- o) The Contractor's vessels must operate with documented maximum fuel efficiency while loitering on-station or, at anchor;
- p) The Contractor's vessels must be less than 20 years old at bid closing;
- q) The Contractor's vessels must possess additional, Maritime Labor Convention compliant accommodations for a minimum of eight persons (Persons may consist of mixed genders including a mix of officers and crew requiring a minimum of 2 single cabins and no more than three double cabins) for the purposes of CCG crew training and the delivery of other CCG program work;
- r) The Contractor's vessels must be fitted with a Very High Frequency (VHF), automatic direction finder, for Search and Rescue operations as per the Ship Station Radio Regulations (Canada);
- s) The Contractor's vessels must send and receive email with or without attachments by both cellular and satellite means of communication, at a bandwidth speed of 768Kbps Downlink and 256 Kbps Uplink.;

- t) In addition to the Contractor's fitted satellite and cellular communications systems on the vessels, the Contractor's vessels must be fitted with the following systems;
 - a) Minimum of one Fleet Broadband 500 (FBB500) voice and data system;
 - b) Minimum of one Sailor 100GX data system;
 - c) Minimum of one GSM 3G or 4G or LTE cellular data system;
 - d) Minimum of three, network data connections for Sailor 100 GX, cellular data and "near-shore wireless" ("Fortinet" device to be supplied as GFE) routed to a central location;
 - e) Physical space for a minimum of one, 24U network rack, 42" high x 34" deep x 24" wide;
 - f) Physical space for a minimum of one printer; and
 - g) Four or more 110 VAC available power circuits.

3 DESIRABLE VESSEL AND CREW CAPABILITIES

- a) The Contractor's vessels should have a marine, deck crane with a working radius covering the majority of the work deck area, minimum 20 tonne Safe Working Load (SWL) on main hoist. A secondary hoist of 8 tonne SWL is also desirable;
- b) The Contractor's vessels should have a clear, unobstructed bulwark and (where fitted) cargo and tow rail opening (Minimum 4.0 m.) on either side of the vessel to facilitate the handling of aids to navigation or, other over-the-side equipment;
- c) The Contractor's vessels should have a second Fast Rescue Craft (FRC), no less than 7.0m Length Overall (LOA) with single point launch and recovery davit;
- d) The Contractor's vessels should have, a designated helicopter winching area at the stern or the bow of the vessel;
- e) The Contractor's vessels should have a hospital with access from the "Rescue Zone";
- f) The vessel should have an over-the-side handling equipment fitted or, fitted for but not with for deployment of up to light or medium work class (<2,000 m operating depth, 20-100 HP, weight 1,000-2,200 kg, payload 100-200 kg) Remotely Operated Vehicle (ROV);
- g) The Contractor's vessels should have Azimuthing Stern Drive (ASD) propulsion;
- h) The Contractor's vessels should have machinery redundancy through dynamic positioning (DP2) capacity and a corresponding class notation;

- i) The Contractor's vessels should have a Class environmental (Green or Clean) notation where initiatives or measures have been undertaken on propulsion, emission and waste control systems, HVAC and hotel services;
- j) The Contractor's vessels should possess a valid Towing Vessel Approvability Certificate for a rating of Ocean-Going Salvage Tug (ST);
- k) The Contractor's vessels should have Oil recovery capacity and possession of a Class, "Oil Recovery" notation;
- l) The Contractor's vessels' Master and crew should possess an IMO Oil Recovery Training certification;
- m) The Contractor's vessels should possess additional, Maritime Labor Convention compliant accommodations for a minimum of twelve persons (Persons may consist of mixed genders including a mix of officers and crew requiring a minimum of 2 single cabins and no more than three double cabins) for the purposes of CCG crew training and the delivery of other CCG program work;
- n) The Contractor's vessels should be fitted with the following additional electronic equipment;
 - a) VHF-AM (aircraft band) radio, to facilitate support to the Search and Rescue program;
 - b) VHF secure radio, base station model. (Radio and antenna to be supplied as GFE. CCG would code radio upon installation.);
 - c) Iridium phone, base station model. (A "Sectera", secure communications terminal and accompanying telephone handset to be supplied as Government Furnished Equipment (GFE) to connect to the Iridium phone); and
 - d) Satellite television distribution to cabins occupied by CCG personnel.

ADDENDUM 1 TO APPENDIX A TO ANNEX A - CCG FLEET FEDERAL IDENTITY PROGRAM GUIDE



Safety First, Service Always



CCG Fleet – Federal Identity Program Guide

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Disponible en français : Guide du Programme de coordination de l'image de marque



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Record of Amendments

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Acronyms

English	Français	Definition	Définition
CCG	GCC	Canadian Coast Guard	Garde côtière canadienne
DFO	MPO	Department of Fisheries and Oceans	Ministère de pêche et océans
FIP	PCIM	Federal Identity Program	Programme de coordination de l'image de marque
NRT	JR	Net Registered Tonnage	Jauge de registre
ON	NM	Official Number	Numéro matricule

Chapter 1 INTRODUCTION

The Federal Identity Program (FIP) is the Government of Canada's corporate identity program. It helps project the government as a coherent, unified administration and enables Canadians to recognize — at a glance — that their government is at work for them. It also facilitates access to government programs and services through clear and consistent identification.¹

For the Canadian Coast Guard (CCG), the Federal Identity Program helps the international community, as well as the Canadian public, identify us and recognize the many types of roles we play from sea to sea.

This guide provides a general description of the various elements of the FIP for CCG vessels, ACV and helicopters, and provides instruction on the approval process for its specific application for each class of vessels.

¹ <http://www.tbs-sct.gc.ca/fip-pcim/index-eng.asp>

Chapter 2 APPROVAL PROCESS

The approval of the application of these FIP guidelines to operational CCG asset fall under the authority of the Operations Directorate.

All new constructions or acquisitions shall obtain FIP designs approved by the Director General (DG) Operations through the Director, Operational Support.

Existing CCG assets with deficient markings shall be adjusted at their next refit in order to comply with the CCG Fleet FIP. Review of the markings shall be done in consultation with the Director, Operational Support to get an approved FIP design by the DG, Operations prior to the changes being made.

General applications of the Federal Identity Program for vessels' class, ACV's and helicopters are detailed in the annexes and specific plans are also included.

Chapter 3 STANDARDIZED PAINT COLOURS

To ensure the consistent application of the FIP, the Canadian Coast Guard Fleet chose to use the European RAL and European design system standards to identify the colours to use to paint CCG vessels as follows:

- CCG Red: RAL3000
- White: RAL9003
- Beige / Buff: RAL Design 070 7040
- Black: RAL9004
- Yellow: RAL1003
- Deck Grey: RAL7042
- Deck Red Brown: RAL3011

The number RAL 070 7040 represents a colour with hue H = 070, lightness L = 70 and chroma C=40. **The hull and the maple leaf** on the funnel shall be painted in CCG Red.

The diagonal stripe, superstructure / house, hull markings, lifting davits, and railings shall be painted in white.

The lifting gear and masts shall be painted in beige, except where they are in close proximity to the stack and subject to continual sooting. In this case, the mast should be painted black from the height of the top of the stack to the top. If masts or goal posts are located such that their location and beige colour interferes with the proper lookout being stood on the bridge, the aft side should be painted a matte black.

Running blocks close to the hooks shall be painted with black and yellow 'tiger stripes'. Tiger stripes are meant to catch the attention from the corner of the eye, as to a swinging hook. All other blocks shall be painted in the colour of the ship's structure closest to the block. Therefore, blocks hanging off the derrick, should be beige, and blocks located on the bridge front should be white.

Bulwark rails² (steel) and fairleads, bollards and capstan drums shall be painted in black.

Flight Deck Marking shall comply with the *Guidelines Respecting Helicopter Facilities on Ships - TP 4414 E*.

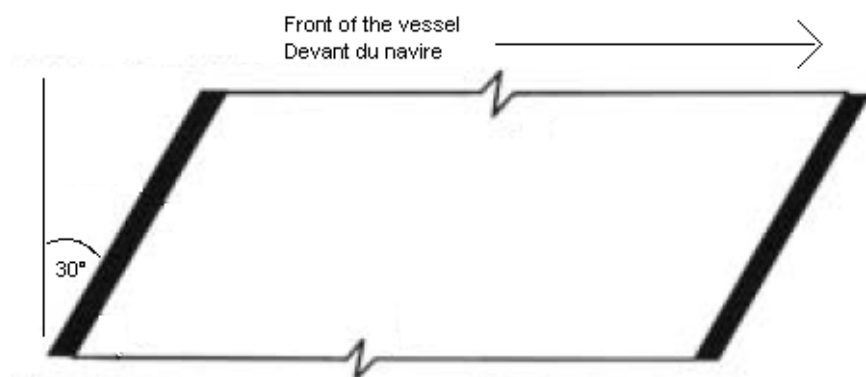
² Definition: Bulb-angle or other special section by which the upper edge of the bulwark plating is stiffened.

Chapter 4 DIAGONAL STRIPE

The diagonal white stripe shall be applied at an angle of 30 degrees to the vertical, as indicated on the picture below. It shall lean forward on both sides, and go from the lower left to the upper right on the starboard side of the vessel, and lower right to upper left on the port side of the vessel.

The stripe shall be bordered on either side by a delineating fine black line. The total width of this diagonal stripe (excluding the delineating black line) shall be approximately 1/15 of the overall length of the vessel. The diagonal stripe shall normally be located in the middle third of the hull length. The forward top corner of the diagonal stripe shall start at a point on the edge of the deck in line with the most forward part of the superstructure at deck level.

The delineating black lines, on each side, of the white stripe shall measure 1/30 of the horizontal width of the white stripe.

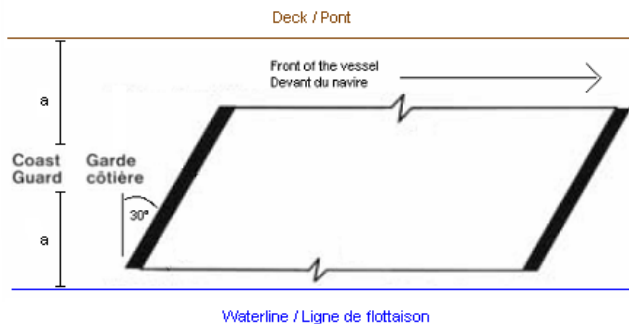


Chapter 5 SERVICE TITLE

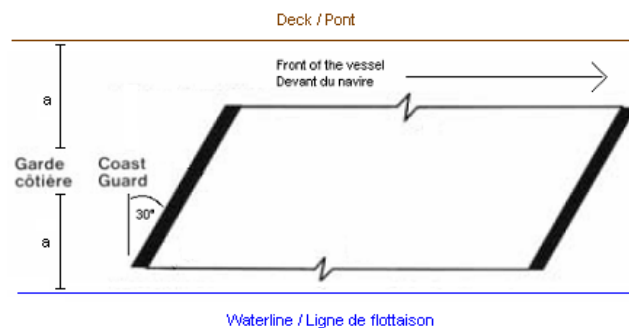
The service title, "Coast Guard / Garde côtière", shall be positioned 3 character spaces aft of the white stripe on both sides of the hull. The size of the lowercase letters comprising the service title shall be determined proportionally with reference to overall vessel length, as shown in the table, section 5.1, so that the same stencils can be re-used for more than one vessel of similar size. The service title shall be typeset in white (RAL9003), in MS Sans Serif. The same font shall be used in the English and French versions of the service title.

The service title shall also be placed directly in the middle of the waterline and the deck above it.

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the vessel is assigned. Thus, French appears to the left in the province of Quebec, and English to the left in the other provinces and the territories. Should a ship or an aircraft be reassigned from another Region on a long-term basis then that ship or aircraft would be remarked at the first major refit or major aircraft overhaul as appropriate to reposition the French and English words of the Service Title in the correct order.



OR / OU



5.1 Height of Service Title

Vessel Length (in metres)	Height of Service Title
10 – 19.99	100 mm
20 – 29.99	150 mm
30 – 49.99	250 mm
50 – 69.99	350 mm
70 – 79.99	450 mm
80 – 99.99	500 mm
100 – 109.99	600 mm
110 – 120	700 mm

Chapter 6 DEPARTMENTAL SIGNATURE

The departmental signature shall appear on both sides of the hull, astern, in line with the service title, "Fisheries and Oceans Canada / Pêches et Océans Canada". The size of the lowercase letters shall be determined proportionally with reference to the overall vessel length, as shown in the table, section 6.1. The same font shall be used in the English and French versions of the signature. Characters shall be typeset in white (RAL9003), in MS Sans Serif.

The top of the lowercase letters of the first line of the Departmental Signature is to align with the top of the lowercase letters of the Service Title.

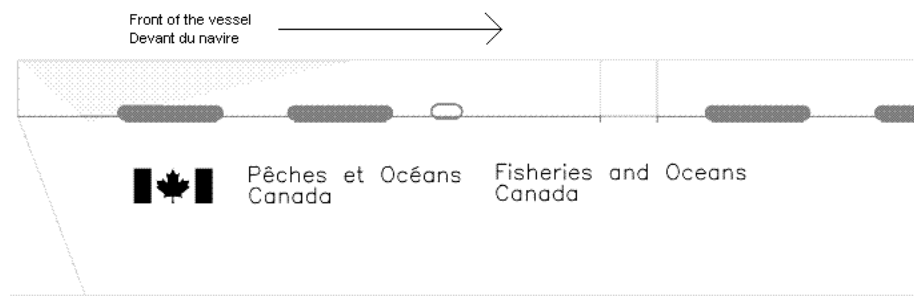
The space between the Canadian flag and the Departmental Signature shall be of 3 character spaces (lowercase "a"). The same space is used to separate the English and French wording.

The ratio between the type size and the height of the flag symbol is 1:1.7.

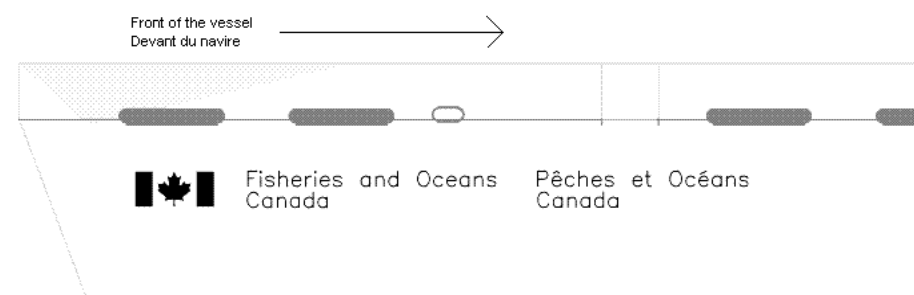
The base of the symbol and the base line of the type are aligned horizontally.

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the vessel is assigned. Thus, French appears to the left in the Quebec province, and English to the left in the other provinces and the territories. Should a ship or an aircraft be reassigned from another Region on a long-term basis then that ship or aircraft would be remarked at the first major refit or major aircraft overhaul as appropriate to reposition the French and English words of the Departmental Signature in the correct order.

For vessels assigned to the Quebec region



For vessels assigned outside of the Quebec region



6.1 Height of Departmental Signature

Vessel Length (in metres)	Height of Departmental Signature
10 – 19.99	50 mm
20 – 29.99	75 mm
30 – 49.99	125 mm
50 – 69.99	175 mm
70 – 79.99	225 mm
80 – 99.99	250 mm
100 – 109.99	300 mm
110 – 120	350 mm

Chapter 7 WORDMARK

The “Canada wordmark” is the global identifier of the government and is the dominant graphic symbol in the Federal Identity Program (FIP). It is used, therefore, by the CCG in all applications and presented in prominent position in relation to the CCG signature to reinforce the federal presence.

The wordmark consists of the word “Canada”, which appears in modified Baskerville typeface, and a flag symbol over the final “a”. The wordmark has an established relationship between the typography and the flag symbol which shall be not altered in any way.

The Canada wordmark shall appear on both sides of the vessel, centred under the wheelhouse deck, in a modified Baskerville typeface. The scale of the wordmark is 2.8 times the size of the signature. The wordmark shall be painted in black (RAL9004). Decals must be used. The size of the Canada wordmark shall be determined proportionally with reference to the overall vessel length, as shown in the table below, section 7.1.

The height, in millimetres, of the lowercase characters shall be used in determining the spatial relationships.



7.1 Height of Wordmark

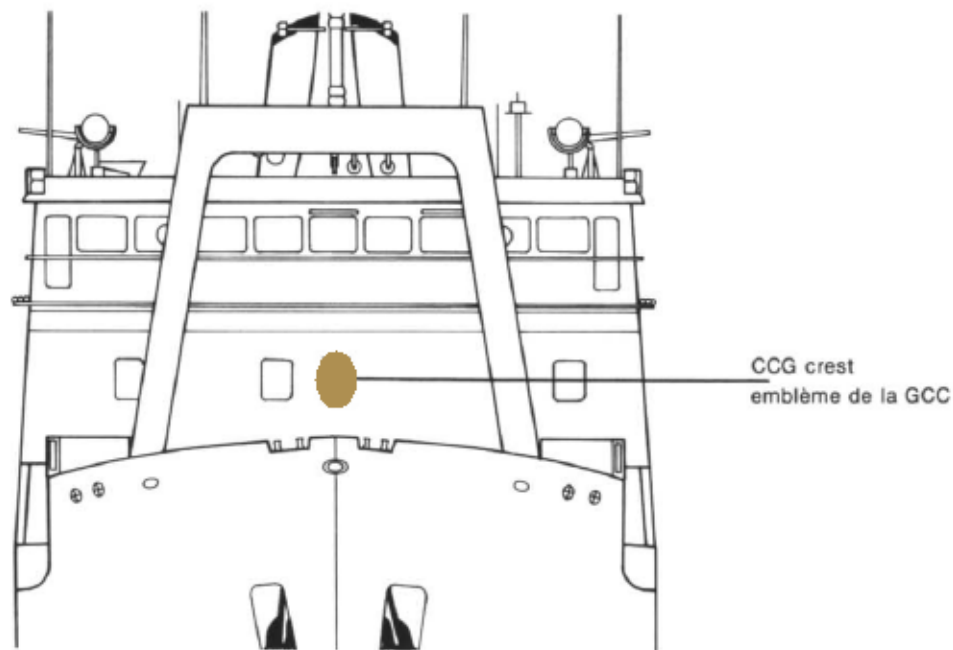
Vessel Length (in metres)	Height of Wordmark
10 – 19.99	150 mm
20 – 29.99	200 mm
30 – 49.99	325 mm
50 – 69.99	500 mm
70 – 79.99	625 mm
80 – 99.99	700 mm
100 – 109.99	850 mm
110 – 120	1000 mm

Chapter 8 BADGE

The armorial CCG Badge³ must be located on all vessels with an enclosed superstructure. It shall be centred on the outer front edge of the wheelhouse, above the builder's plaque, at an appropriate height, so that the details are visible and easily recognizable from the deck.

The badge shall always be mounted on a white surface background. The size of the badge shall be determined proportionally with reference to the overall vessel length, as shown in table 8.1 below.

The badge is not usually illuminated when underway, but an external light source may be used when the vessel is alongside.



8.1 Height of Badge

Vessel Length (in metres)	Height of Badge	Reference Number
< 19	229 mm	9905-0020
19-60	457 mm	9905-0146
> 60	914 mm	9905-0147

³ Graphic Standards Manual Design Elements

Chapter 9 FUNNEL MARKINGS

Vessels fitted with funnels will be identified with a red maple leaf (RAL3000) located on both outboard sides of the white funnel. The maple leaf will normally be positioned on the centre line of the funnel.

The scale of the maple leaf shall represent a **maximum** of 5/7 of the funnel height. It shall be located at a **minimum** of 1/5 of the height of the leaf from the side edges of the funnel. However, the maple leaf shall not be located higher than 500 mm from the edges of the funnel.

A black (RAL9004) line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.



Chapter 10 SHIP NAME

The vessel name⁴ must be marked in white (RAL9003) on each bow and the vessel name and port of registry must also be marked on the stern. If the vessel has a square bow, the name of the vessel may be marked on some clearly visible exterior part of the bow in order to avoid obliteration. The markings may be made by the use of any means and materials which result in long-lasting markings. All letters must be at least 100 mm in height, made in clearly legible letters of the Latin alphabet (MS Sans Serif), Arabic or Roman numerals. Ports of registry marking may consist of the port only, or may include both the port and the province. Only the province may be abbreviated by using the two letter Canada Post symbol.

⁴ Information provided by the Registry of Vessels, Maritime Safety, Transport Canada. <http://www.tc.gc.ca/eng/marinesafety/oep-vesselreg-registration-faqs-2235.htm#q1-05>.

Chapter 11 REGISTER TONNAGE AND OFFICIAL NUMBER

Both the official number and register tonnage⁵ shown on the Certificate of Registry must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.". These numbers must be permanently affixed so that alteration, removal, or replacement would be obvious and cause some scarring or damage to the surrounding hull area.

⁵ Information provided by the Registry of Vessels, Maritime Safety, Transport Canada. <http://www.tc.gc.ca/eng/marinesafety/oep-vesselreg-registration-faqs-2235.htm#q1-05>.

Chapter 12 OTHER EXTERIOR MARKINGS

All other external markings shall be applied in white (RAL9003) on a red hull (RAL3000). Bow thrusters and propeller warning markings in addition to the emergency and fire-related markings shall be permanently applied to the hull or superstructure in a conspicuous location.

These markings are to be a minimum 800 mm tall and minimum 800 mm wide.



Chapter 13 SUPPLEMENTARY ACTIVITY IDENTIFICATION

Because of special operational requirements, authorization to use supplementary activity identifications (on vessels, helicopters, ACVs, equipment, etc.) may be granted by DG Fleet through the Director of Operational Support, based on the mission of the vessel.

Such marking would be added on the superstructure of vessels, helicopters or ACVs and may include, in black (RAL9004), the basic Canadian Coast Guard scheme and markings specific to Special Operations. When keywords are used such as "Police", the font shall be in MS Sans Serif.

Small vessels without a superstructure, assigned to special operations, may include the identification on another part of the shell.

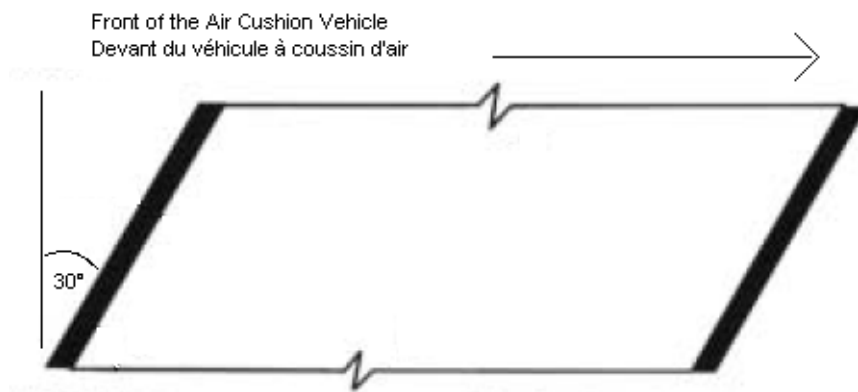
Chapter 14 AIR CUSHION VEHICLE

14.1 Diagonal White Stripe

The diagonal white stripe shall be applied at an angle of 30 degrees to the vertical as indicated on the picture below. It will be placed at the location indicated on the plan — The diagonal stripe should be located in the middle third of the outboard side of the lift fan compartment length.

The stripe shall be bordered on either side by a delineating fine black line. The total width of this diagonal white stripe (excluding the delineating black line) shall be approximately 1/15 of the overall length of the ACV.

The delineating black lines on each side of the white stripe shall measure 1/30 of the horizontal width of the white stripe.



14.2 Service Title

The service title, "Coast Guard/Garde côtière", will be placed at the location indicated on the plan and shall be positioned three lower case "a" character spaces aft of the white stripe on both sides of the lift fan compartment. It must be centered vertically on the lift fan compartment. French and English must also be separated by three character spaces.

The size of the lowercase letters comprising the service title shall be determined proportionally with reference to overall vessel length, as shown in the table, section 5.1 of this document. The service title shall be typeset in white (RAL9003), in MS Sans Serif. The same font shall be used in the English and French versions of the service title.

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the ACV is assigned. Thus, French appears to the left in the province of Quebec, and English to the left in the other provinces and the territories. Should an ACV be reassigned from another Region on a long-term basis then that ACV would be remarked at the first major refit as appropriate to reposition the French and English words of the Service Title in the correct order.

14.3 Departmental Signature

The departmental signature shall appear on both sides and after the extremity of the lift fan compartment on the same lower line as the service title of Coast Guard. The size of the lowercase letters shall be determined proportionally with reference to the overall ACV length, as shown in the table, section 6.1 of this document. The same font shall be used in the English and French versions of the signature. Characters shall be typeset in white (RAL9003), in MS Sans Serif.

The English and French should be separated by three character spaces (lowercase "a").

The ratio between the type size and the height of the flag symbol is 1:1.7.

The base of the symbol and the base line of the type are aligned horizontally.

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the ACV is assigned. Thus, French appears to the left in the Quebec province, and English to the left in the other provinces and the territories. Should an ACV be reassigned from another Region on a long-term basis then that ACV would be remarked at the first major refit as appropriate to reposition the French and English words of the Departmental Signature in the correct order.

14.4 Wordmark

The Canada wordmark must appear on both sides of the ACV, centred below the control cabin windows in modified Baskerville type in black.

The scale of the wordmark is 2.8 times the size of the signature. The wordmark shall be painted in black (RAL9004). Decals must be used. The size of the Canada wordmark shall be determined proportionally with reference to the overall ACV length, as shown in the table, section 7.1 of this document.

The height in millimetres of the lowercase characters shall be used in determining the spatial relationships.

Chapter 15 HELICOPTERS

15.1 Standard Design

Helicopters owned and operated by or on behalf of the Canadian Coast Guard shall have a red fuselage and tail boom. All equipment will be identified with white markings on a red background.

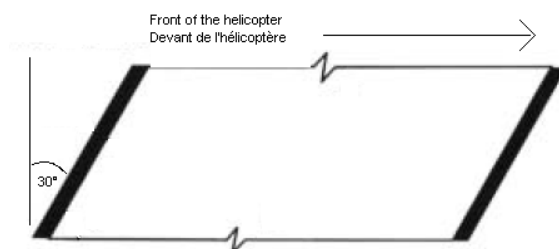
15.2 Diagonal White Stripe

The diagonal white stripe shall be applied at an angle of 30° vertically as indicated on the picture below. It shall lean forward on both sides, and go from the lower left to the upper right on the right side of the helicopter, and lower right to upper left on the left side of the helicopter. The stripe wraps around the top and bottom, as a continuous element.

The stripe shall be bordered on each side by a delineating fine black line. The total width of this diagonal stripe (excluding the delineating black lines) shall be 1/15 of the overall length of the helicopter. The diagonal stripe shall be normally located in the middle of the overall length.

The delineating black lines, on each side of the white stripe, shall measure 1/30 of the width of the white stripe.

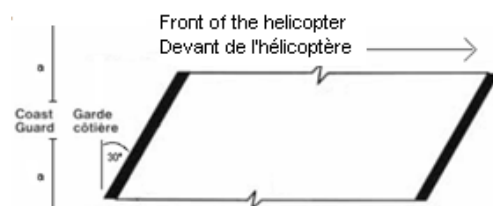
NOTE: "Left" means the left side of an aircraft when looking forward from the pilot's seat of the aircraft.



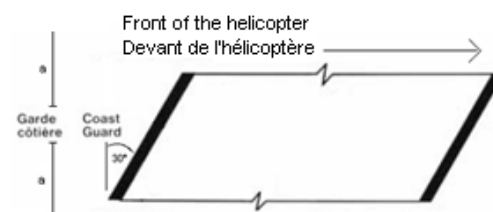
15.3 Service Title

The service title, "Coast Guard", shall appear on each side of the helicopter at the location indicated on each plan (see annexes Q, R and S).

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the helicopter is assigned. Thus, French appears to the left in Quebec, and English to the left in the other provinces and the territories. Should an aircraft be reassigned from another Region on a long-term basis then that aircraft would be remarked at the first major aircraft



OR / OU



overhaul as appropriate to reposition the French and English words of the Service Title in the correct order. Normally, the service title will appear in white on a red background.

15.4 Departmental Signature

The departmental signature shall appear on both sides of the fuselage, in line with the service title, "Fisheries and Oceans Canada / Pêches et Océans Canada". The size of the departmental signature should be the same as indicated on each plan (see annexes Q, R and S). The same font shall be used in the English and French versions of the signature. Characters shall be typeset in white (RAL9003), in MS Sans Serif.

The top of the lowercase letters of the first line of the Departmental Signature is to align with the top of the lowercase letters of the Service Title.

The space between the Canadian flag and the Departmental Signature shall be of 3 character spaces (lowercase "a"). The same space is used to separate the English and French wording.

The ratio between the type size and the height of the flag symbol is 1:1.7.

The base of the symbol and the base line of the type are aligned horizontally.

The order of appearance of the languages is determined by the official language of the majority of the population of the province or territory to which the helicopter is assigned. Thus, French appears to the left in the Quebec province, and English to the left in the other provinces and the territories. Should an aircraft be reassigned from another Region on a long-term basis then that aircraft would be remarked at the first major aircraft overhaul as appropriate to reposition the French and English words of the Service Title in the correct order.

15.5 Wordmark

The Canada wordmark shall appear on all helicopters of the CCG as indicated on the plan. The Service Title is always situated in front of or above the wordmark.

The scale of the wordmark is at least twice as large as the size of the service title x height. It is located at least 4x away from the service title.

The wordmark will normally appear in white against the red background.

Note: x is equal to lowercase "a".

15.6 Registration Marks

Helicopters shall be marked with nationality and registration marks in accordance with Canadian Aviation Regulations (CAR) Part II Standard 222 Division I - Aircraft Marks, Section 222.01 - Specifications for Marks.

All markings shall be in white on the red surface of helicopters in uppercase MS Sans Serif medium alphabet.

The location and size of registration marks for helicopters shall be as described in the guide or as required by TC Aircraft Services Directorate.




Chapter 16 DISPOSAL

All FIP markings on ships and helicopters shall be removed prior to sale. Only CCG ships' names shall be changed to a sequencing number.

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Annex A Polar Icebreaker – 140 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	9 333 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	311 mm wide
Service Title		Coast Guard Garde Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 700 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 350 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 1 000 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height.
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N."
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex B

Annex C Heavy Icebreaker – 130 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	8 667 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	289 mm wide
Service Title		Coast Guard Garde Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 700 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 350 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 1 000 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex D Medium Icebreaker**D.1 Medium Icebreaker – 100 metres (Generic)**

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	6 667 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	222 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 600 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 300 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 850 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.
Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/ Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

D.2 Medium Icebreaker – 98 metres Approved for:
CCGS Pierre Radisson, CCGS Amundsen, CCGS Des Groseilliers

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	6 500 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	220 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 500 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

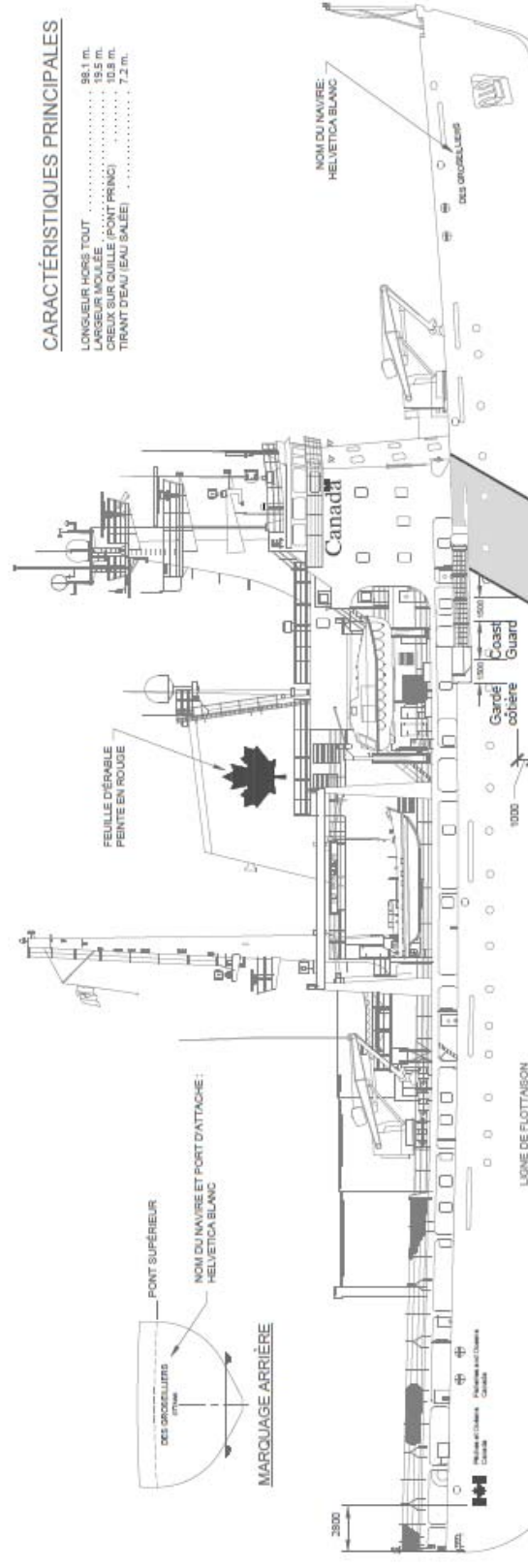
Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 250 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 700 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.
Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure / house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buf: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.



ÉLÉVATION TRIBORD

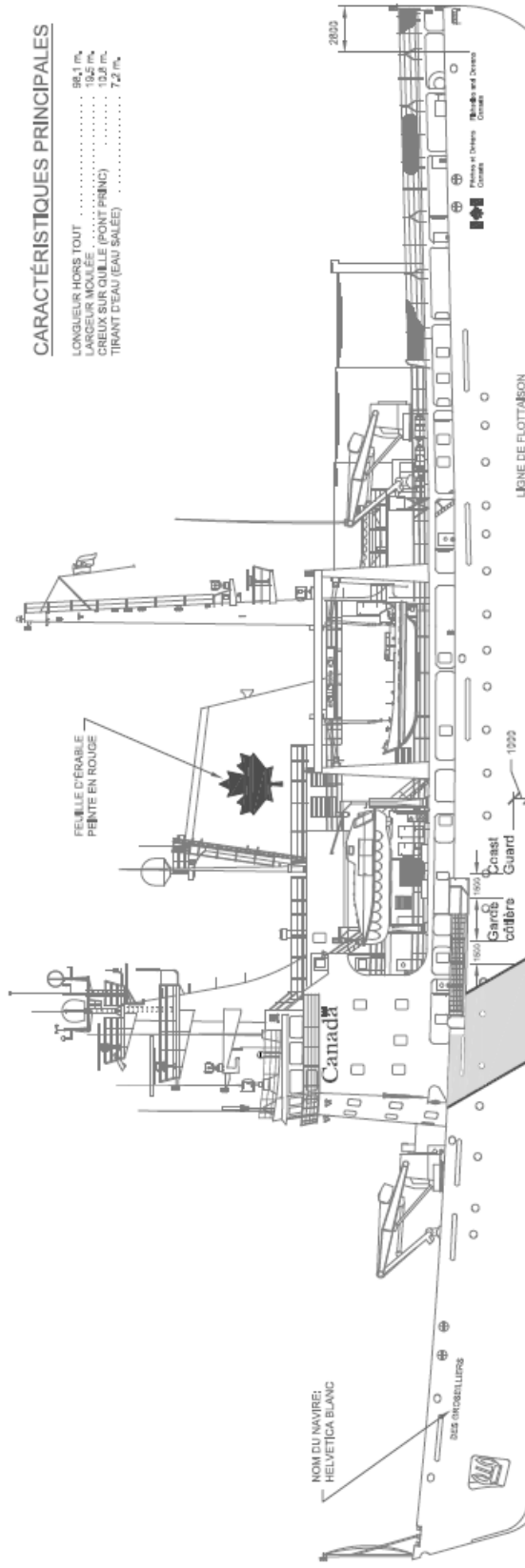
CODE DE COULEUR:
Norme mondiale européenne RAL

ROUGE GCC: RAL 3000
BLANC: RAL 9003
NOIR: RAL 9004



CARACTÉRISTIQUES PRINCIPALES

LONGUEUR HORS TOUT	98,1 m.
LARGEUR MOULÉE	19,5 m.
CREUX SUR QUILLE (PONT FRANC)	10,8 m.
TIRANT D'EAU (EAU SALÉE)	7,2 m.



ÉLÉVATION BÂBORD

BASKERVILLE MODIFIÉ (NOIR) 700 mm
(CENTRÉ AU DESSOUS DU PONT DE TIMONERIE)



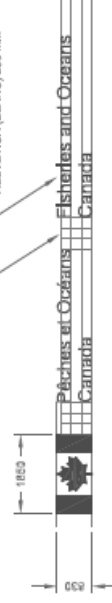
ESPACE CORRESPONDANT À UNE
HAUTEUR DE CARACTÈRE

- HELVÉTICA (BLANC) 500 mm



ESPACE CORRESPONDANT À UNE
HAUTEUR DE CARACTÈRE

✓ HELVÉTICA (BLANC) 250 mm



CODE DE COULEUR:

CODE DE COULEUR:




ROUGE ODD; RAL 3000

BLANC
RAL 9003

NOIR: RAL 9004

Annex E High Endurance Multi-Tasked Vessel – 85 metres

Element	Characteristic	Description
Diagonal White diagonal stripe	Colour	White: RAL9003
	Dimension	5 667 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	189 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 500 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 250 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 700 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex F Medium Endurance Multi-tasked Vessel – 65 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	4 333 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	144 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 350 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 175 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 500 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N."
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex G Offshore Oceanographic Science Vessel – 90 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	6 000 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	200 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 500 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 250 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 700 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

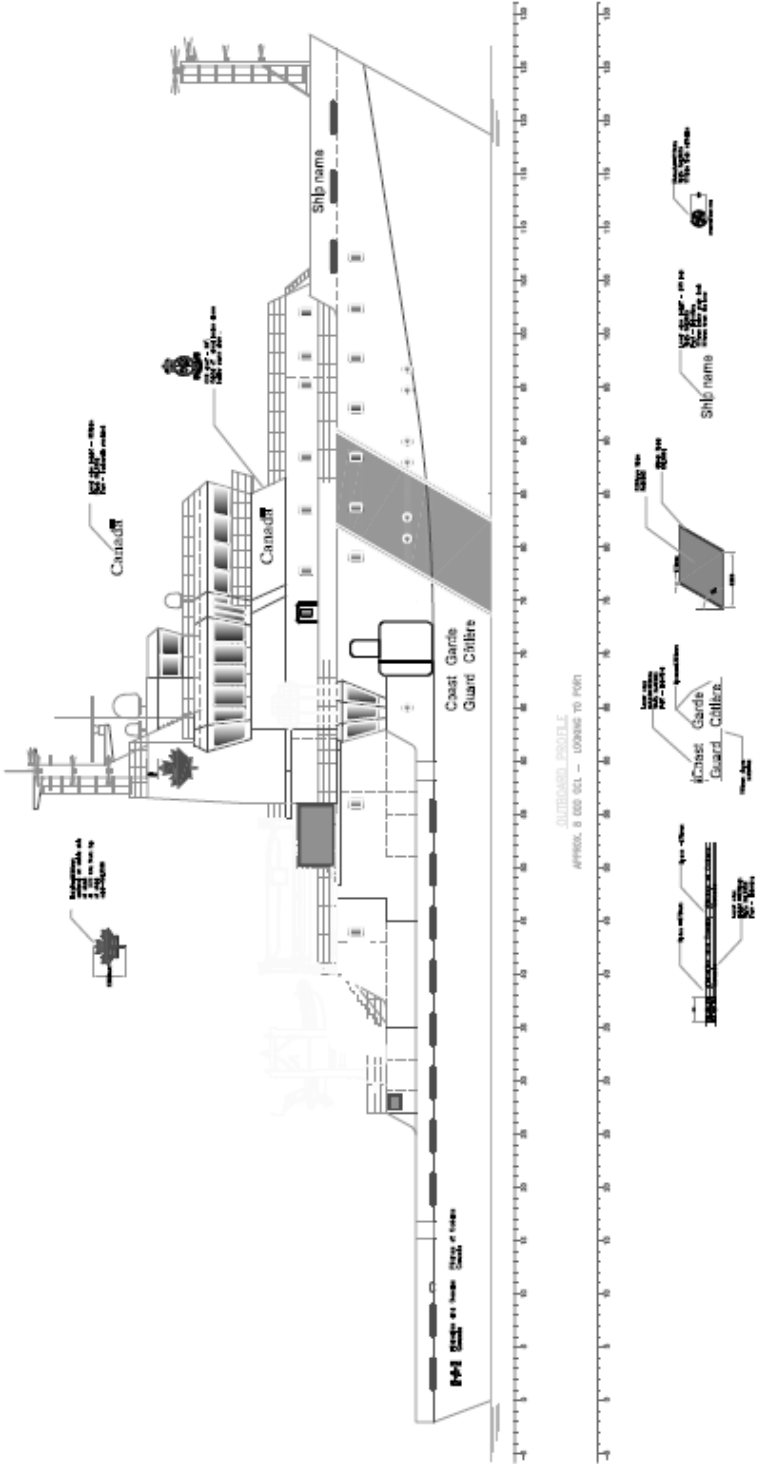
ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking may consist of the port only, or may include both the port and the province. Only the province may be abbreviated by using the two letter Canada Post symbol.
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

PRINCIPAL PARTICULARS	
LENGTH OVERALL	77.8m
BREADTH	16.0m
DEPTH TO MAIN DECK	9.1m A.B.
COMPLEMENT	56 PERSONS
CLASSIFICATION AND NOTATIONS	
LLOYD'S REGISTER, #100A1 OCEANOGRAPHIC RESEARCH VESSEL, ICE CLASS PCOL, #LAC, UMS, DP(AU), NAVT, BSS, CAC2, PSMR	



Annex H Offshore Fishery Science Vessel – 65 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	4 333 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	144 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 350 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 175 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 500 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

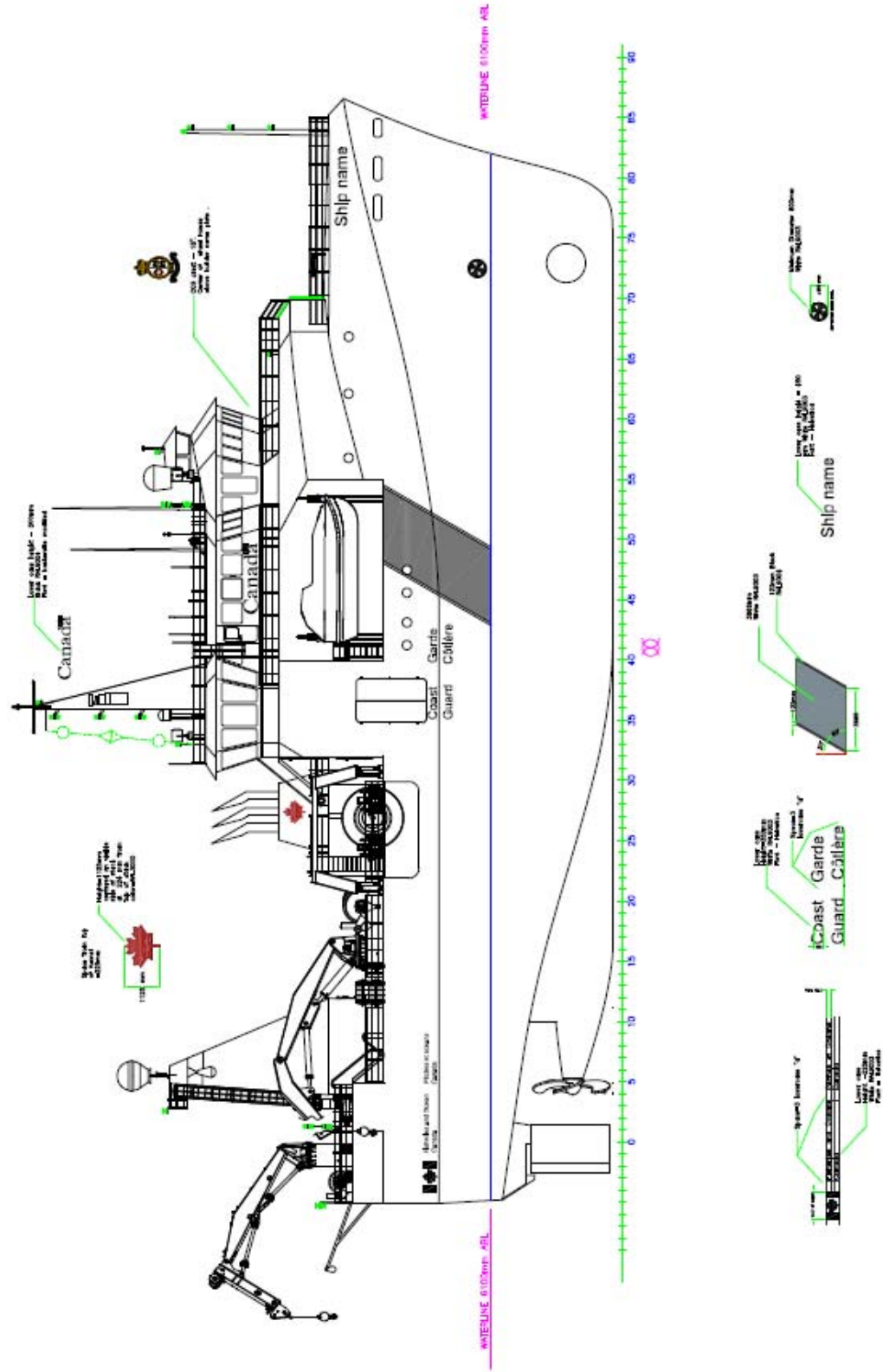
ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program



Annex I Offshore Patrol Vessel – 75 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	5 000 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	167 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 450 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 225 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the service title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 625 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	914 mm
	Article number	9905-0147
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex J Mid-shore Patrol Vessel – 40 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	2 850 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	95 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 250 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The service title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

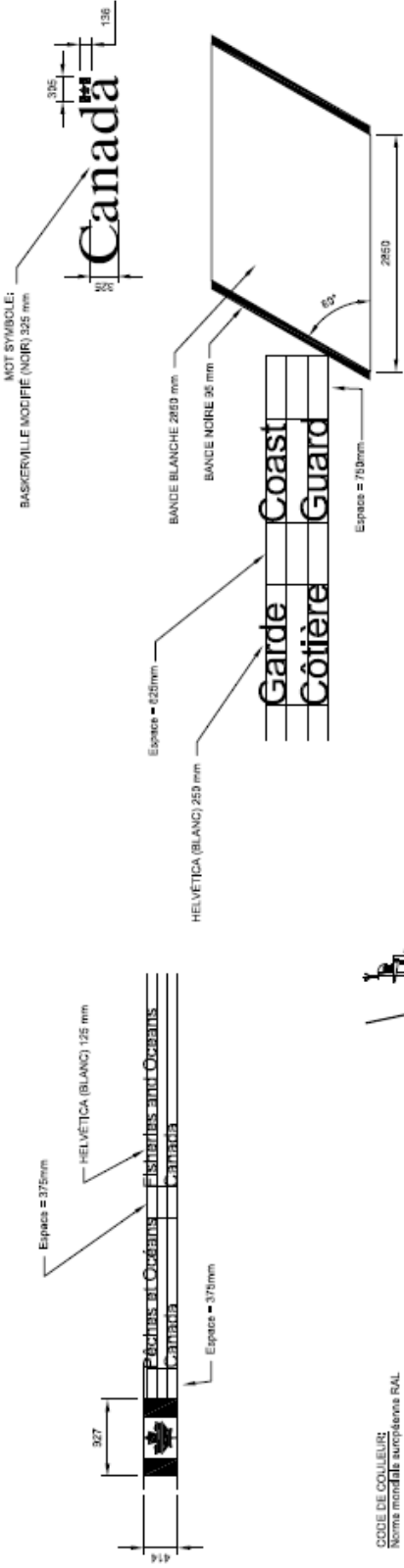
Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 125 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the service title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 325 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

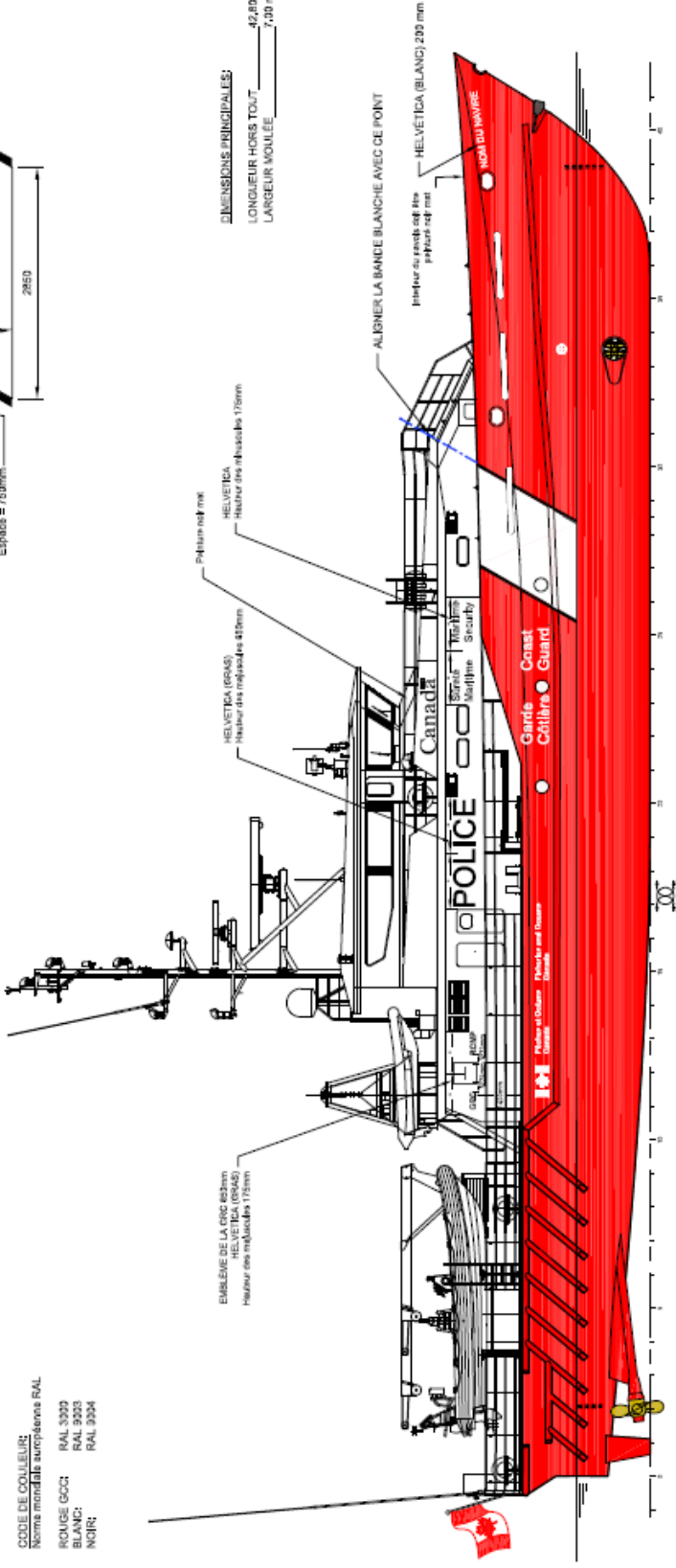
Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.



CODE DE COULEUR:
Norme mondiale supplémentaire RAL




ROUGE GOC	RAL 3020
BLANC	RAL 3023
NOIR	RAL 3024

DIMENSIONS PRINCIPALES:
LONGUEUR HORS TOUT 42,80 m
LARGEUR MOULÉE 7,10 m



Annex K Special Navais Vessel – 50 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	3 333 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	111 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 350 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 175 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 500 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex L SAR Lifeboat – 15 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	1 000 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	33 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 100 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 50 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 150 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	229 mm
	Article number	9905-0020
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program



Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex M Mid-shore Science Vessel – 40 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	2 667 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	89 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 250 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 125 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the service title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 325 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex N Channel Survey and Sounding Vessel – 25 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	1 667 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	56 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 150 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 75 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 200 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex O Near-shore Fishery Research Vessel – 25 metres & 22 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	1 667 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	56 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 150 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The service title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

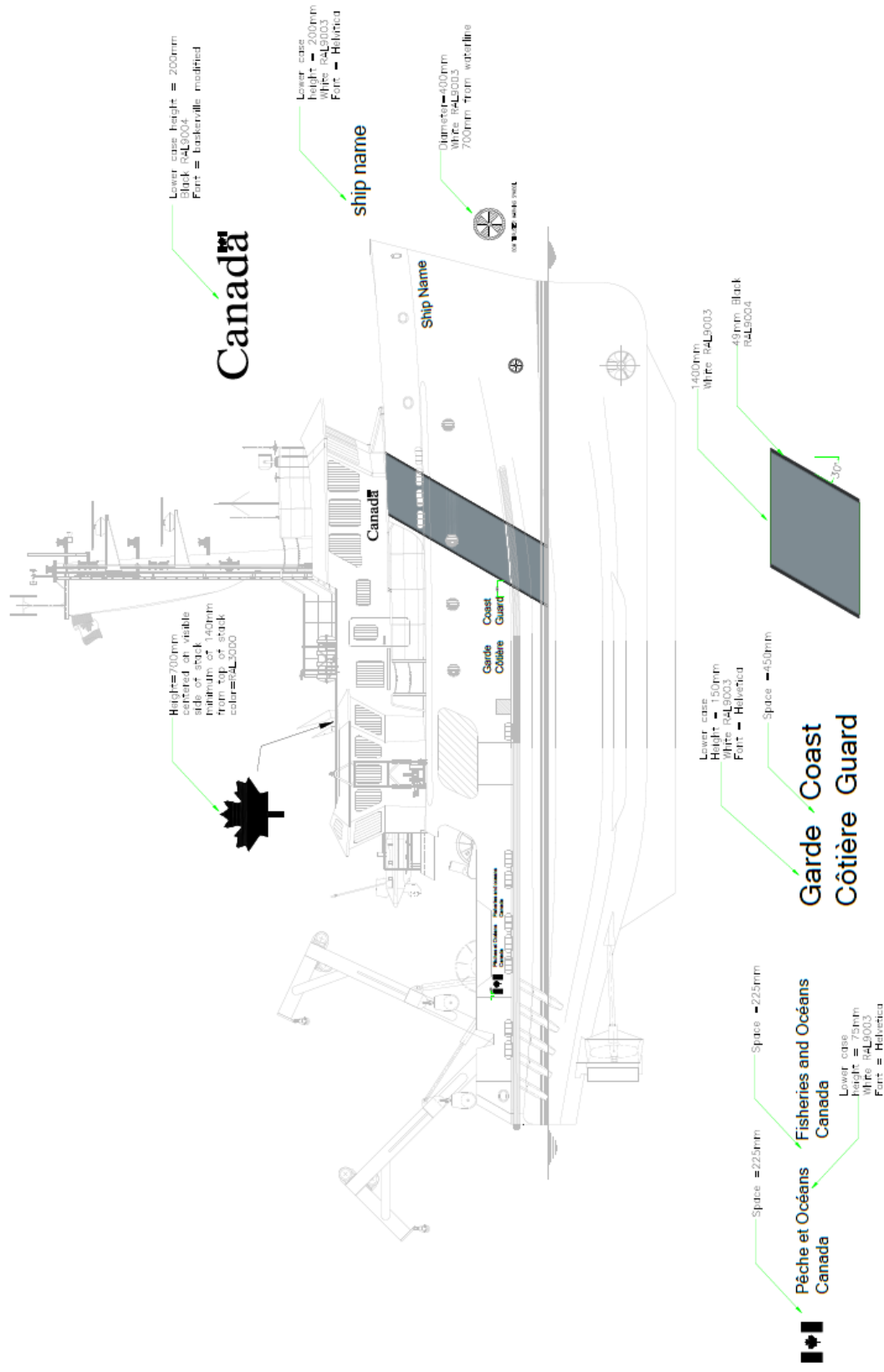
Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 75 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 150 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.




ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.



Annex P Small Craft – 12 metres or less

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	800 mm wide
	Other conditions	<p>The diagonal stripe will be at the location indicated on the plan - which joins the forward part of the superstructure. The diagonal stripe should be located in the middle third of the hull length.</p> <p>If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third.</p> <p>Vertical angle of 30° tilted aft</p>
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	27 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 100 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	<p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull.</p> <p>The Service Title must be centred between the waterline and the main deck.</p>

Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 50 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	<p>On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard.</p> <p>The English and French should be separated by 3 character spaces (lowercase "a").</p> <p>The ratio between the type size and the height of the flag symbol is 1:1.7.</p> <p>The base of the symbol and the base line of the type are aligned horizontally.</p>
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 150 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	229 mm
	Article number	9905-0020
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program




Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.
Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure/ house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

Annex Q Air Cushion Vehicle – 28.5 metres

Element	Characteristic	Description
White diagonal stripe	Colour	White: RAL9003
	Dimension	1 900 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the hull length. If the middle third does not align with the forward part of the superstructure, preference is given to lining up with the front of the superstructure instead of locating in the middle third. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: RAL9004
	Dimension	63 mm wide
Service Title		Coast Garde Guard Côtière
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 150 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 5
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces aft of the white stripe on both sides of the hull. The Service Title must be centred between the waterline and the main deck.

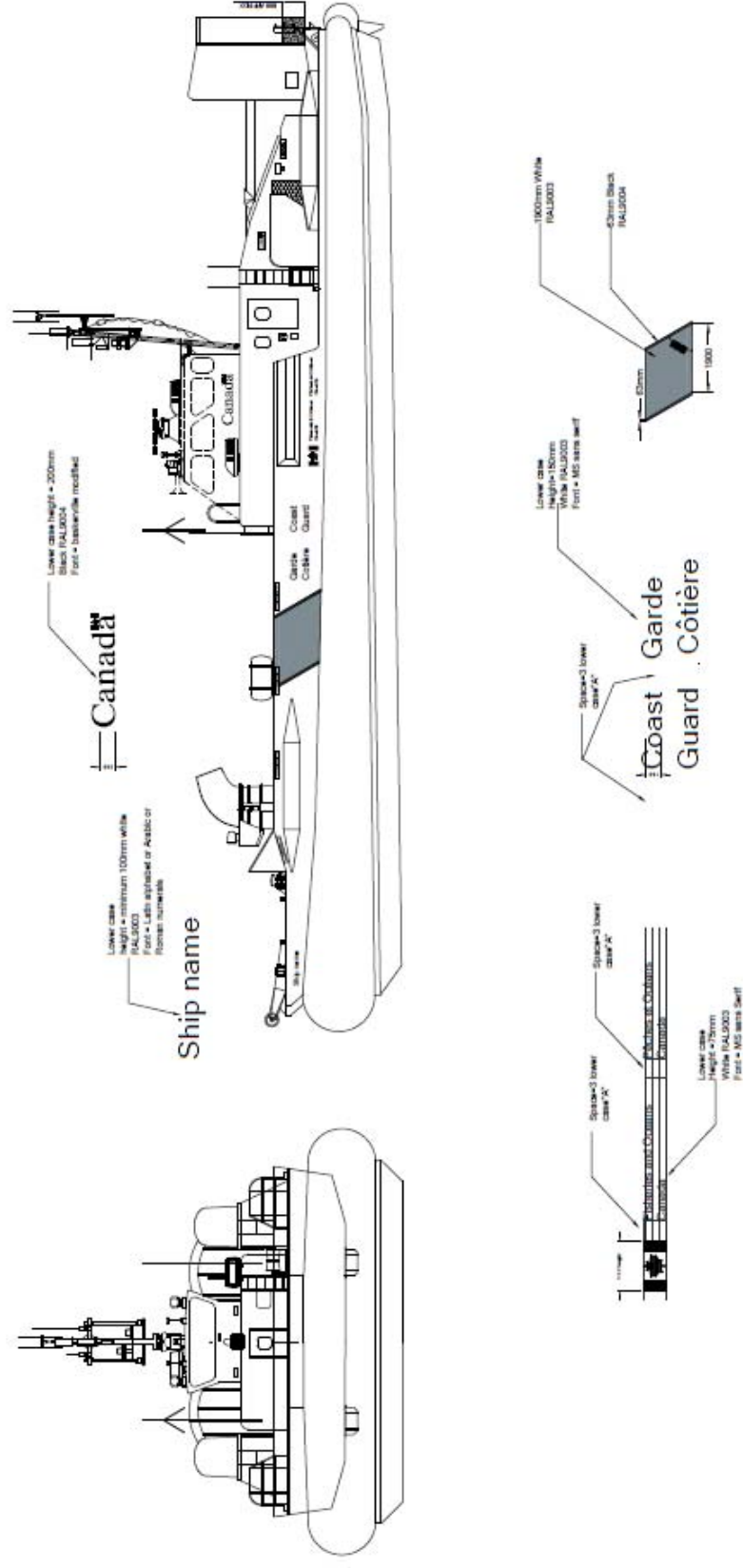
Departmental signature		 Fisheries and Oceans Canada Pêches et Océans Canada
	Colour	White: RAL9003
	Dimension	Height of lowercase "a" = 75 mm
	Font	MS Sans Serif
	Language	Refer to Chapter 6
	Other conditions	On both sides of the hull at the stern of the vessel on the same upper line as the Service Title of Coast Guard. The English and French should be separated by 3 character spaces (lowercase "a"). The ratio between the type size and the height of the flag symbol is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	Black: RAL9004
	Dimension	Height of lowercase "a" = 200 mm
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the vessel centred below the bridge wheelhouse.
Badge		
	Dimension	457 mm
	Article number	9905-0146
	Position	It must be placed front and centre of the wheelhouse. It must be located above the nameplate of the builder.
Funnel (black line)	Colour	Black : RAL9004 MAT
		A black line is normally painted around the top of the funnel. Exhaust piping shall be painted black as well.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program



Funnel mark (maple leaf)	Colour	CCG Red: RAL3000
	Dimension	Maximum of 0.71 (5/7) of the funnel height
	Other conditions	It shall be located on the outboard sides of the white funnel and on the centre line of the funnel. Cannot be positioned higher than 500 mm from the top of the funnel.
Superstructure / house, hull markings and lifting davits	Colour	White: RAL9003
Bulwark rails (steel) and fairleads, bollards and capstan drums	Colour	Black: RAL9004
Lifting gear and masts	Colour	Beige/Buff: RAL Design 070 7040
Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Ship's name and port of registry	Colour	White: RAL9003
	Font	MS Sans Serif
	Other conditions	Minimum 100 mm in height, clearly legible letters of the Latin alphabet or Arabic or Roman numerals. Ports of registry marking will consist of the port only (Ottawa).
Register Tonnage and Official Number	Colour	Black: RAL9004
	Other conditions	Must be marked in block-type Arabic numerals at least 40 mm high on some clearly visible interior structural part of the hull. The register tonnages must be preceded by the abbreviation "N.R.T." and the official number by the abbreviation "O.N.".
Bow thrusters warning symbol	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.
Propeller Warning	Colour	White: RAL9003
	Other conditions	These markings are to be minimum 800 mm tall and 800 mm wide.

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Bulbous bow and side thrusters symbols		According to International Organization for Standardization.
Draft Marks		A scale denoting its draught of water shall be marked permanently and conspicuously on each side of its stem and of its stern post in accordance with the Canada Shipping Act.
Load Line	Colour	All other exterior markings shall be applied in white on the red hull or in colour contrasting with the immediate background.

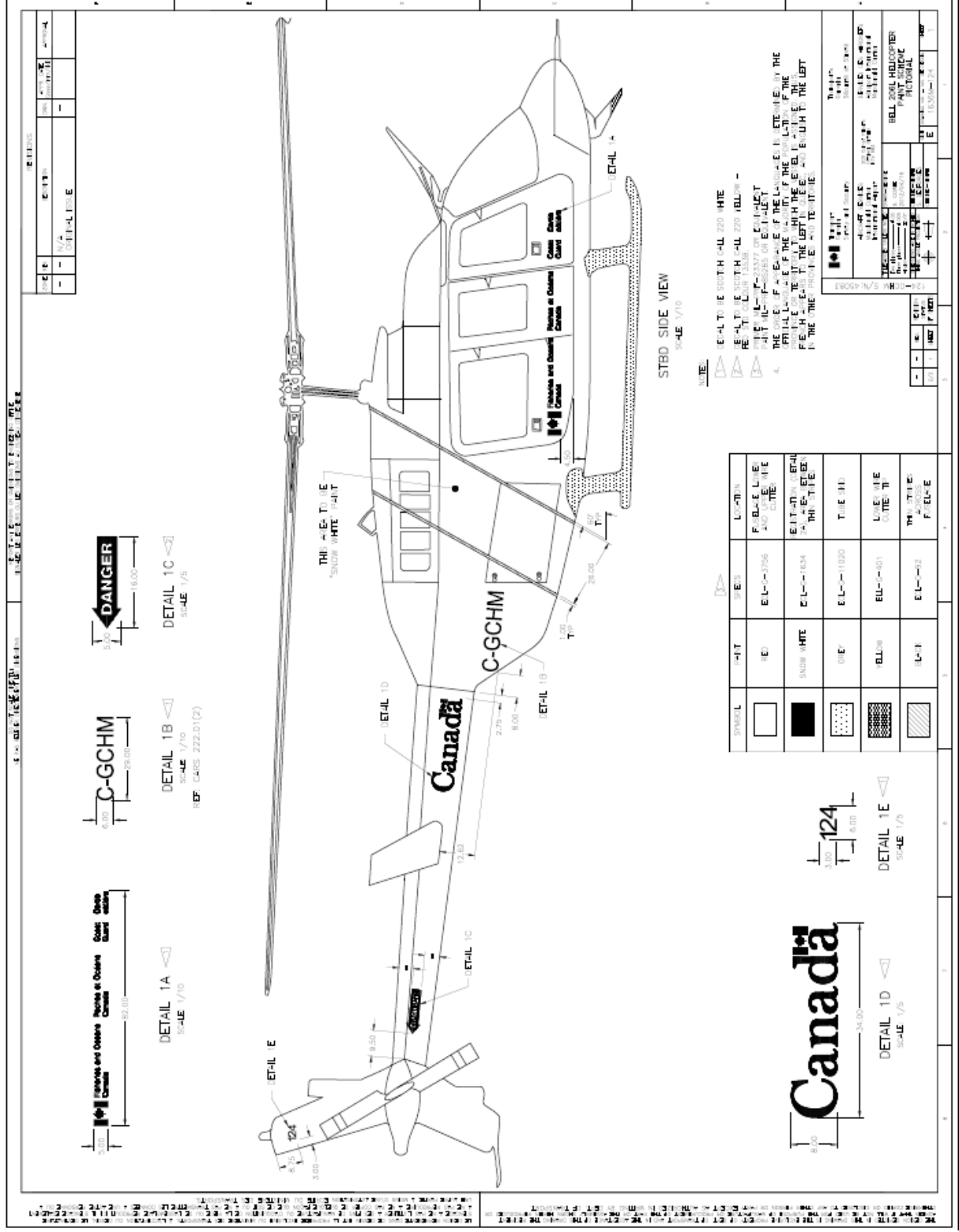


Annex R Helicopter – Bell 206L



Element	Characteristic	Description
White diagonal stripe	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	660 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the fuselage. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: ECL-G-92 (equivalent to RAL9004)
	Dimension	25 mm wide
Departmental signature & Service Title	 Fisheries and Oceans Canada Pêches et Océans Canada Coast Guard Garde Côtière	
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 2083 mm by 127 mm height
	Font	MS Sans Serif
	Language	Refer to Chapter 5 & 6
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces beside and aligned with the Departmental signature on each side of the fuselage. The ratio between the type size and the height of the flag symbol in the departmental signature is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 864 mm by 203 mm height
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the tail boom as indicated on the plan.
Fuselage	Colour	CCG Red : ECL-G-3756 (equivalent to RAL3000)
Skid	Colour	Grey: ECL-G-11020

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Nationality mark and Registration mark	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Other conditions	Font shall be Roman capital type without ornamentation. A margin of not less than 50 mm between the edge of each letter Location as indicated on the plan.



Annex S Helicopter – Bell 212



Element	Characteristic	Description
White diagonal stripe	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	851 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the fuselage. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: ECL-G-92 (equivalent to RAL9004)
	Dimension	38 mm wide
Departmental signature & Service Title	 Fisheries and Oceans Canada Pêches et Océans Canada Coast Guard Garde Côtière	
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 2921 mm by 152 mm height
	Font	MS Sans Serif
	Language	Refer to Chapter 5 & 6
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces beside and aligned with the Departmental signature on each side of the fuselage. The ratio between the type size and the height of the flag symbol in the departmental signature is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 1133 mm by 267 mm height
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the tailboom as indicated on the plan.
Fuselage	Colour	CCG Red : ECL-G-3756 (equivalent to RAL3000)
Skid	Colour	Grey: ECL-G-11020

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Nationality mark and Registration mark	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Other conditions	Font shall be Roman capital type without ornamentation. A margin of not less than 50 mm between the edge of each letter Location as indicated on the plan.

[illegible]

Annex T Helicopter – BO-105S

Element	Characteristic	Description
White diagonal stripe	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	660 mm wide
	Other conditions	The diagonal stripe will be at the location indicated on the plan. The diagonal stripe should be located in the middle third of the fuselage. Vertical angle of 30° tilted aft
Black line along the diagonal band	Colour	Black: ECL-G-92 (equivalent to RAL9004)
	Dimension	25 mm wide
Departmental signature & Service Title	 Fisheries and Oceans Canada Pêches et Océans Canada Coast Guard Garde Côtière	
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 2107 mm by 108 mm height
	Font	MS Sans Serif
	Language	Refer to Chapter 5 & 6
	Other conditions	The English and French should be separated by 3 character spaces (lowercase "a"). The Service Title, "Coast Guard / Garde côtière", shall be positioned 3 lower case "a" character spaces beside and aligned with the Departmental signature on each side of the fuselage. The ratio between the type size and the height of the flag symbol in the departmental signature is 1:1.7. The base of the symbol and the base line of the type are aligned horizontally.
Wordmark		
	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Dimension	Total length is 305 mm by 71 mm height
	Font	Baskerville modified
	Other conditions	Must appear on both sides of the tailboom as indicated on the plan.
Fuselage	Colour	CCG Red : ECL-G-3756 (equivalent to RAL3000)
Skid	Colour	Grey: ECL-G-11020

ADDENDUM 1 to APPENDIX A to ANNEX A – CCG Fleet Federal Identify Program

Other markings	ACCORDING TO INDUSTRY REGULATIONS	
Nationality mark and Registration mark	Colour	White: ECL-G-1634 (equivalent to RAL9003)
	Other conditions	Font shall be Roman capital type without ornamentation. A margin of not less than 50 mm between the edge of each letter Location as indicated on the plan.

[illegible]

ADDENDUM 2 TO APPENDIX A TO ANNEX A – SAR EQUIPMENT ON BOARD CCG SHIPS

Chapter 1 INTRODUCTION

1.1 Purpose

This Order establishes minimum requirements regarding the carriage of Search and Rescue (SAR) equipment in the Canadian Coast Guard (CCG) Fleet.

1.2 Policy

It is the policy of the CCG that well maintained SAR equipment is carried at all times on Fleet ships.

1.3 Application

This Order shall apply to all operational CCG ships. All ships shall carry and maintain the SAR equipment required by this Order. This equipment may be used for other purposes on the ship as long as it is immediately available for SAR response.

1.4 Definition

Unless specifically defined, terms in this Order have the same meaning as defined in the Fleet Safety Manual, Glossary - Definitions.

1.5 References

This Order is issued in accordance with:

- CGFLS 400.00.07 Pharmaceuticals, Medical Supplies and Related Items - CCG ships;
- International Aeronautical and Maritime SAR (IAMSAR) Manual – Vol. III – Mobile Facilities;
- DFO/5449 - Canadian Aeronautical and Maritime SAR Manual (CAMSAR);
- DFO Occupational Health and Safety Manual; and
- ITS Standard Operating Procedures: Configuration Change Request.

Chapter 2 ROLES AND RESPONSIBILITIES

2.1 Director General, Operations

Director General, Operations, is responsible for:

- Implementing this Order;
- Conducting monitoring to ensure compliance; and
- Reviewing cases of non-conformity with the Assistant Commissioner concerned and reporting such unresolved cases to the Commissioner, CCG as required.

2.2 Senior Director, Operational Support

Senior Director, Operational Support, is responsible for:

- Determining and reviewing the need for SAR equipment on board CCG ships.

2.3 Assistant Commissioners

Assistant Commissioners are responsible for:

- Reviewing cases of non-conformity with the Director General, Operations; and
- Taking corrective actions on unresolved non-conformity cases.

2.4 Regional Director, Fleet

Regional Director, Fleet, is responsible for:

- Ensuring compliance with this Order on board all CCG ships assigned to his/her Region;
- Reporting cases of non-conformity to the Director General, Fleet and the Regional Director, Canadian Coast Guard Programs;
- Assigning, with the Regional Director, Canadian Coast Guard Programs, SAR equipment above the listing in Annex A of this Order to CCG ships in line with their program tasking; and
- Forwarding equipment performance problems or recommendations to the Regional Director, Canadian Coast Guard Programs.

2.5 Regional Director, Canadian Coast Guard Programs

Regional Director, CCG Programs, is responsible for:

- Assigning, with the Regional Director, Fleet, SAR equipment above the listing in Annex A of this Order to CCG ships in line with their program tasking;
- Providing training on all SAR equipment listed in this Order when required;
- Ensuring follow-up on equipment non-conformity reports with the Regional Director, Fleet; and
- Reviewing and approving/denying requests for equipment required in addition to those listed in this Order.

2.6 Commanding Officer, Officers in Charge, Coxswains

Commanding Officer, Officers in Charge, Coxswains are responsible for:

- Ensuring compliance with this Order;
- Ensuring that any deficiencies in SAR equipment are immediately corrected. However, if this is impossible, the Regional Director, Fleet, is to be informed without delay, so that appropriate corrective measure is taken; and

- Reporting equipment performance problems or recommendations to improve equipment to the Regional Director, Fleet.

Chapter 3 INSTRUCTIONS

This Order describes the SAR equipment required by the Operations Directorate. Annex A lists the equipment to be carried by all CCG Ships.

Additional, more modern or other equipment used by emergency response/SAR partners in a Region, not listed in the Order, may be used to meet the unique requirements in certain areas of operation providing:

- The equipment is capable of fulfilling all of the functional requirements of the equipment it is intended to replace;
- Crew members are properly trained in the use, inspection and maintenance of the particular equipment;
- The equipment meets any interoperability requirements which may be established among SAR agencies;
- A national Configuration Change Request has been approved, when appropriate;
- The funding source is approved by the Regional Directors, CCG Programs and Fleet; and
- That the Regional Director, CCG Programs and the Regional Director Fleet, notify the Director General, Operations, of any regional requirement that has been approved above and beyond this Order.

When the specific ship characteristics prevent carrying all of the required SAR equipment, the Commanding Officer shall store the remainder of the equipment in ready use lockers ashore, where it can be easily loaded for specific SAR missions.

All SAR equipment shall be inspected once at each crew change to ensure its location and state of readiness. The inspection and deficiencies shall be recorded and available for audit. Any deficiencies shall be corrected.

All equipment shall be replaced or serviced in accordance with the expiry dates, or servicing dates, or as per manufacturer's guidelines.

Chapter 4 RELEVANT AND COMPLEMENTARY FLEET ORDERS

- CGFO 535.00 Rescue Specialists on Board CCG Ships

Chapter 5 ENQUIRIES

Enquiries regarding this Order should be directed to the Senior Director, Operational Support, either by email at InfoPol@dfo-mpo.gc.ca or by telephone at 613-990-0341.

Gregory A. Lick
Director General, Operations

ANNEX A SEARCH AND RESCUE EQUIPMENT LIST

All CCG ships carrying Rescue Specialists as per CGFO 535.00 require the following equipment:

Item	Quantity
Automatic External Defibrillator (AED)	One (1)
Binoculars (one (1) pair fitted with an image stabilizer)	Two (2)
Waterproof digital camera	One (1)
Night vision equipment	One (1)
Portable Direction Finder (DF) capable of homing both marine and aeronautical frequencies	One (1)
Hand-held high intensity searchlight ¹ with minimum 1 million candle power	One (1)
Illuminating flares (white)	Twelve (12)
Self-locating datum marker buoy	Two (2)
Datum marker buoy	Two (2)
VHF-FM portable radios (waterproof)	One per RIHB crew member
Stretcher that is hoistable and has floatation - either a fibreglass basket stretcher (metal not recommended) or a floatable stretcher with straps (known as floating blanket)	One (1)
Dewatering pumps ² and/or portable pump in watertight floatable container	Two (2)
Throw bag/heaving lines (buoyant)	Two (2)
Mortuary pouches and liners	Ten (10)
Cable cutters (recommended 90cm/60cm [36 in./24in.])	Two (2)
Space rescue blankets	Ten (10)
Blankets	Ten (10)
Supplementary warm clothing (fleece, cotton material clothes for survivors)	Two (2) @ M, L, XL
CasTrack kits (casualty/survivor tracking kit for mass rescue operations)	One (1)
Burn kits as per regional specifications (see the Rescue Specialist Coordinator)	One (1)

¹ Recommended model MaxaBeam

² Must be compatible for use in the particular environment in which the vessel operates (salt or fresh water)

SAR lifeboats require these additional items:

Item	Quantity
Person in water marker pole	One (1)
Horse shoe collar and lifeline (typically known as "life sling")	One (1)
Drogue (sea anchor)	One (1)
Kicker hook (tow assist)	One (1)
Line-throwing gun (reusable system shall be capable of throwing the line at least twice at a long distance as per regulatory requirements [SOLAS])	One (1)

Mid-shore patrol vessels, mid-shore science vessels and nearshore fishery research vessels require these additional items:

Item	Quantity
Life raft in addition to regulatory requirements (4 persons Class C equipment)	One (1)
Scramble nets (if accessible, cargo nets may double as scramble nets)	Two (2)

Offshore patrol vessels require these additional items:

Item	Quantity
Life raft in addition to regulatory requirements (8-10 persons Class C equipment)	One (1)
Scramble nets (if accessible, cargo nets may double as scramble nets)	Two (2)

The polar icebreaker, heavy icebreakers, medium icebreakers, high endurance multi-tasked vessels, medium endurance multi-tasked vessels, offshore oceanographic science vessels, offshore fishery science vessels and special navais vessels require these additional items:

Item	Quantity
Life raft in addition to regulatory requirements (8-10 persons Class C equipment)	One (1)
Scramble nets (if accessible, cargo nets may double as scramble nets)	Two (2)
Line-throwing gun (reusable system shall be capable of throwing the line at least twice)	One (1)

The seasonal inshore rescue boats require the following equipment, in addition to the equipment required under regulation:

Item	Quantity
Binoculars	One (1)
Night vision goggles	One (1)
Hand-held searchlight	One (1)
VHF portable radio	One (1) per RIHB crewmember
Drogue/sea anchor (only one needed, so if one is already on board for regulatory reasons, a second is not necessary)	One (1)

ADDENDUM 2 to APPENDIX A to ANNEX A – SAR Equipment on board CCG Ships

Kicker hook/boat hook	One (1)
Stretcher that is hoistable and has floatation - either a fibreglass basket stretcher (metal not recommended) or a floatable stretcher with straps (floating blanket)	One (1)
AED	One (1)
Medical/first aid kit	One (1)
Oxygen therapy kit	One (1)
Backboard, plastic	One (1)
Blankets	Five (5)
Spare lines	Two (2)
Illuminating flares	Four (4)
Datum marker buoy	One (1)
Person in water marking pole	One (1)
Dewatering pumps ¹ and/or portable pump in watertight floatable container	One (1)
Throw bag/heaving lines (buoyant)	Two (2)
Waterproof digital camera	One (1)

¹ Must be compatible for use in the particular environment in which the vessel operates (salt or fresh water)

ANNEX B SEARCH AND RESCUE FIRST AID AND MEDICAL EQUIPMENT

This Annex itemizes the first aid and medical equipment to be provided to Rescue Specialists.

NOTE

For small craft and other space-restricted units (such as small hydrographic vessels)

1 It is not required that all SAR first aid and medical equipment be in the small craft or unit at all times. A basic first aid kit should, however, always be in the small craft or unit in order to comply with the Canada Labour Code and other relevant regulations.

2 When tasked to a SAR mission where there is a possibility that first aid will have to be provided, ALL units carrying Rescue Specialists, as specified in their crewing profile, shall have readily available, AT A MINIMUM, the following SAR first aid and medical equipment:

- Rescue Specialist jumpkit (complete equipment listed in B.2);
- Short immobilization/extrication device (K.E.D.™ or Half-Back™);
- Plastic back board (with straps and head immobiliser);
- Portable oxygen therapy kit (complete equipment listed in B.3); and
- AED.

B.1 Personal Equipment

Rescue Specialists should carry personal use items such as stethoscope, scissors, penlights, gloves and pocket masks or shield on their person. Such consumable items shall be considered separate and in addition to the standard items issue of first aid and medical equipment.

B.2 Standard Rescue Specialist Jumpkit

All Rescue Specialists shall have unrestricted access to a jumpkit containing, at least the following items:

No.	Quantity	Item
1	1	Oropharyngeal airways (set of 7 different sizes)
2	2	Elastic bandage (7.5 cm or greater x 5 m)
3	10	Triangular bandages
4	12	Band-aids
5	1	Blood pressure cuff
6	1	Adjustable/universal cervical collar OR set of 4 (different sizes)
7	2	Abdominal dressings
8	4	Pressure dressings (6 inch or larger)
9	1	Forceps-splinter
10	20	Sterile gauze, individually wrapped (7.5 x 7.5 cm or larger)
11	10	Examination gloves (pairs – non latex powdered nitrile preferred)
12	2	Safety goggles

13	4	Kling gauze rolls (7.5 cm or larger x 4.5 m)
14	5	Disposable masks, NIOSH N95 particles
15	1	Pocket mask, with oxygen inlet, one-way valve and head strap ⁹
16	1	Notepad (waterproof)
17	1	Penlight
18	2	Pencils (sharpened)
19	500 ml	Sterile saline or water solution
20	1	Heavy-duty scissors
21	2	Full-body sterile burn sheet
22	2	Formable splints
23	1	Stethoscope
24	1	Manual suction unit
25	20	Alcohol swabs
26	2	Medical tape (2.4 cm or larger x 4.6 m)
27	1	Hypothermic thermometer, capable of reading as low as 28°C,
28	1	One bag-valve-mask ventilating mask – paediatric size with oxygen reservoir bag
29	1	One bag-valve-mask ventilating mask – adult size with oxygen reservoir bag
30	2	Velcro elastic ties (set)
31	1	Ring cutter
32	2	Cold packs
33	2	Glucose gel
34	5	Patient care records
35	1	Small sharp container
36	1	Activated charcoal (250ml bottle)
37	6	Foil blankets
38	1	ASA
39	1	Antibiotic topical ointment
40	1	Antihistamine
41	6	Hot packs
42	1	Tourniquet (recommend CTOMS or elastic tourniquet)
43	1	Pulse Oximeter
44	1	Glucometer
45	1	EPIPEN (adult)

B.3 Portable Oxygen Therapy Kit

All Rescue Specialists shall have unrestricted access to a portable oxygen therapy kit (in a bag style or hard plastic carrying case) containing at least the following items:

⁹ All airway equipment must be made of clear / transparent plastic.

No.	Quantity	Item
1	2	Nasal cannula ¹⁰
2	2	Non-rebreather masks, (adult) ²
3	2	Non-rebreather masks, (child) ²
4	1	Oxygen tubule ²
5	1	Pocket mask, with oxygen inlet, one-way valve and head strap ²
6	1	Oxygen regulator
7	2	Oxygen cylinders (portable cylinders each of which has at least a capacity of 1 hr @ 10 litres per minute)

B.4 Additional Equipment

All Rescue Specialists shall have unrestricted access to the following list of additional equipment:

No.	Quantity	Item
1	1	Plastic back board (with straps and head immobilization device)
2	1	Short immobilisation/extrication device (KED™/Half-Back™)
3	4	Splints
4	6	Hot packs
5	1	Triage tagging system (METTAGS or tape)
6	1	Floating basket stretcher, with lifting bridle
7	1	Floatation device for stretcher
8	1	Hypothermia capsule or blanket
9	1	Traction splint (Sager™ where provincial standards permit)
10	4	Spare oxygen cylinders (each of which has at least a total capacity of 1 hrs @ 10 litres per minute)
11	1	Entonox cylinders (Size E) - where provincial regulations permit
12	1	Oxygen humidifier

B.5 Replenishment Equipment

All Rescue Specialists shall have unrestricted access to the following list of backup equipment. This equipment will be used to replenish the standard jumpkit and the oxygen therapy kit when needed.

No.	Quantity	Item
1	2	Sterile saline or water solution (500 ml)
2	1	Box of examination gloves (powdered nitrile preferred)
3	4	Kling gauze rolls (7.5 cm or larger x 4.5 m)
4	10	Triangular bandages

¹⁰ All airway equipment must be made of clear/transparent plastic.

ADDENDUM 2 to APPENDIX A to ANNEX A – SAR Equipment on board CCG Ships

5	4	Abdominal dressings
6	24	Sterile gauze, individually wrapped (7.5 x 7.5 cm or larger)
7	2	Full-body sterile burn sheets
8	2	Cervical collars, adjustable/universal OR set of 4 (different sizes)
9	20	Records, patient care
10	6	Hot packs
11	1	Non rebreather mask (adult)
12	1	Bag valve mask (adult)

ADDENDUM 3 TO APPENDIX A TO ANNEX A - SPACE AND WEIGHT REQUIREMENTS FOR TOW KITS

Emergency Tow-Kits

Under the OPP the CCG will acquire, install, train, and exercise with rapidly deployable emergency towing packages on major CCG vessels as well as at strategically located staging areas. As not all vessels are the same, and the kits need to be helicopter deployable, a one size fits all is inappropriate. Initial estimates were that 2 types of emergency tow kits, a small and a large, would suffice. This estimate was predicated on the US state of Alaska Emergency Towing System (ETS). Further research has since discarded the Alaska ETS model, due to its high weight, and the IMO guideline for emergency towing arrangements on tankers (resolution MSC.35(63) standards will be used to determine the most suitable ETS for the CCG. The IMO resolution sets standards for tankers between 20,000 and 50,000 Deadweight Tonnes (DWT) and above 50,000 DWT. Industry has created, and is marketing two types of ETS to meet the IMO resolution requirements, additionally, they have developed an ETS for vessels below 20,000 DWT.

Small Emergency Tow Kit

The Emergency Towing System (ETS) for vessels below 20,000 DWT, due to its light weight and 50 T(m) working strength is suited for vessels with a theoretical, or actual, bollard pull below 35 T(m) or space and weight limitations. This ETS will be air deployable by both the light and medium lift CCG helicopters.

- Lighted retrieval buoy (COTS similar to life ring light).
- Means to connect lighted retrieval buoy to messenger line spliced eye.
- 200 M (650 feet) messenger line:
 - Floating;
 - Bright colour (yellow, white, orange, etc.) to distinguish it from ambient colours of the surrounding waters;
 - Minimum breaking load 78.45 KN (8 T(m)) in spliced rope;
 - Thimble capable of accommodating 5 T(m) KG SWL shackle one end; and
 - 1.6 M (6 foot) spliced eye one end. Eye must be fitted with independent chafe protection.
- 5 T(m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline:
 - Floating;
 - Minimum breaking load 1000 KN (102 T(m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.
- 55 T(m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- Air deployable container with mechanically locking lid.
- Total weight, including container, cannot exceed 200 Kg (440 Lbs).

Additional tow line segments (does not contribute to total weight)

- 2 - 55 T (m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline:
 - Floating;
 - Minimum breaking load 1000 KN (102 T (m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.

Large Emergency Tow Kit

The Emergency Towing System (ETS) for vessels between 20,000 and 50,000 DWT with its working strength of 102 T(m) is suited for vessels with a theoretical, or actual, bollard pull above 50 and below 90 T(m). This ETS will be air deployable by both the light and medium lift CCG helicopters.

- Lighted retrieval buoy (COTS similar to life ring light).
- Means to connect lighted retrieval buoy to messenger line spliced eye.
- 200 M (650 feet) messenger line:
 - Floating;
 - Bright colour (yellow, white, orange, etc.) to distinguish it from ambient colours of the surrounding waters;
 - Minimum breaking load 200 KN (24.4 T(m)) in spliced rope;
 - Thimble capable of accommodating 13 T(m) SWL shackle one end; and
 - 1.6 M (6 foot) spliced eye one end. Eye must be fitted with independent chafe protection.
- 13 T(m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline:
 - Floating;
 - Minimum breaking load 2000 KN (204 T(m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.
- 105 T (m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- Air deployable container with mechanically locking lid.
- Total weight, including container, cannot exceed 360 Kg (794 Lbs).

Additional tow line segments (does not contribute to total weight)

- 2 - 105 T (m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline;
 - Floating;
 - Minimum breaking load 2000 KN (204 T(m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.

Extra Large Emergency Tow Kit

The Emergency Towing System (ETS) for vessels over 50,000 DWT with its working strength of 204 T (m) is suited for vessels with a theoretical, or actual, bollard pull above 90 T (m). This ETS will be air deployable by medium lift CCG helicopters.

- Lighted retrieval buoy (COTS similar to life ring light).
- Means to connect lighted retrieval buoy to messenger line spliced eye.
- 200 M (650 feet) messenger line:
 - Floating;
 - Bright colour (yellow, white, orange, etc.) to distinguish it from ambient colours of the surrounding waters;
 - Minimum breaking load 200 KN (24.4 T (m)) in spliced rope;
 - Thimble capable of accommodating 13 T (m) SWL shackle one end; and
 - 1.6 M (6 foot) spliced eye one end. Eye must be fitted with independent chafe protection.
- 13 T (m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline:
 - Floating;
 - Minimum breaking load 4000 KN (408 T(m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.
- 205 T(m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- Air deployable container with mechanically locking lid.
- Total weight, including container, cannot exceed 460 Kg (1014 Lbs).

Additional tow line segments (does not contribute to total weight)

- 2 - 205 T(m) SWL shackle (shackle must be rust proof and may be screw or bolt type).
- 92 M (300 feet) towline:
 - Floating;
 - Minimum breaking load 4000 KN (408 T(m)) in spliced rope; and
 - 2.5 M (8 foot) spliced eye both ends. Eyes must be fitted with independent chafe protection.

APPENDIX B TO ANNEX A – CONCEPT OF OPERATIONS

1 PURPOSE

The Concept of Operations (ConOps) focuses on the implementation of the leasing of two Emergency Towing Vessels and related skills and knowledge transfer.

This document describes how the contracted Emergency Towing Vessels (ETV) and crews will operate within the CCG in accordance with the agreed Contract and in compliance with Acts, regulations and policies to maximize the effectiveness and value of the Contract and service.

2 ETV PROJECT OBJECTIVES

2.1 Emergency Towing Vessels

As a primary objective this project will Time Charter two emergency towing vessels which will enhance CCG's Environmental Response (ER) Program by reducing the risk of environmental impacts on Canada's marine and coastal environment by enhancing CCG's capacity and capability to assist disabled vessels with the potential to pollute. The ETVs and crews will also provide an initial response when pollution has been released and response operations are required.

Because of similarities in risk to life and pollution and the fact that marine incidents in the initial stages generally involve both, the presence of the ETVs will also increase Coast Guard's Search and Rescue (SAR) capacity.

As a result of the addition of two large vessels and crews, the CCG will have the opportunity to maximize the value of the investment by realizing a number of other objectives. The ETVs may be called upon to support other CCG programs and OPP initiatives such as Aids to Navigation (AtoN) and Marine Communications and Traffic Services (MCTS), community engagement with First Nations, the Vessels of Concern (VOC) program and other Government of Canada (COC) programs such as Maritime Security and humanitarian relief, where appropriate (as described in Addendum 2 of this Appendix B).

2.2 Skills and Knowledge Transfer

The CCG does not conduct large vessel towing on a regular basis therefore the experience and knowledge base for this type of operation is limited. The CCG will maximize the value of the ETVs and related expertise by undertaking a skills and knowledge transfer initiative throughout the duration of the contract. The Contractor will provide classroom, simulation, live demonstrations and coordinated exercises to expose CCG staff personnel to large towing practices and procedures. This will increase CCG's emergency response and incident management capability and prepare it for a long term solution, should the Towing Needs Analysis conclude that it becomes required.

3 OPERATIONS

3.1 Overview

The Contractor will provide two vessels crewed by certificated personnel and equipped to undertake emergency towing operations as per the contract. The CCG will deploy and operate these vessels as units within the CCG Fleet primarily tasked to the ER Program to provide an emergency towing response when required. The vessels will also be deployed to conduct preparedness activities related to the ER Program such as exercising, training, community engagement, scientific assessment and monitoring while maintaining the standby posture. Concurrent with the ER deployment, the vessels will be multi-tasked to provide a level of SAR coverage within their area of operation and will also support other programs and CCG mandated activities.

3.2 Vessel Programming

CCG operationally manages its Fleet through an annual planning process that begins in the Fall for the following calendar year. This process identifies Fleet availability and matches it with program demand resulting in an annual Fleet Operational Plan (FOP) used by Fleet and Program managers to ensure effective delivery of programs while managing costs. The Contractor will need to participate in this process by providing vessel schedules for all activities that will impact availability such as maintenance, crew changes and skills and knowledge transfer exercises.

As part of the FOP process and in order to maximize effectiveness and efficiency of the Fleet, CCG multi-tasks vessels to more than one program at a time where operationally feasible. Vessels are always tasked to a primary program with a secondary program added to the vessel's sailing orders and reflected in the FOP. The secondary programming is planned so that it will not impede the commitment to the primary program. The Contractor vessels will be multi-tasked in this manner where operationally appropriate. This process will be done in consultation with the Contractor's representative but CCG will reserve the right to program vessels as required within safe operating practices.

In year adjustments to the FOP due to unseen program demands or loss of ship time are made at the Regional level and coordinated by the Superintendent of the Regional Operations Centre (ROC). It is imperative that the Contractor update the Superintendent ROC as early as possible of any issues or potential for loss or reduction in capability of a vessel for any reason.

The FOP is used by the ROC to develop, manage and provide Sailing Orders to the CCG fleet including the ETV's. Sailing orders are generated in the ROC using the CCG iFleet program and transmitted to the vessel automatically. Activity reports are then generated aboard the vessels, based on these sailing orders. All Sailing Orders must go out under the Superintendent ROC signature.

Tasking is an action normally taken during a specific incident by the agency or individual with the authority to manage the response to that incident. Tasking authority for emergency towing and other CCG program work will rest with the CCG unless the ETV master is aware of an immediate lifesaving situation when there is a requirement to respond directly in accordance with the *Canada Shipping Act (CSA), 2001* and SOLAS.

All tasking, with the exception of SAR, will be directed by the ROC under the direction of the Superintendent ER or a Pollution Response Officer. The ER program will subsequently appoint an incident commander who will manage further taskings related to the incident until the vessel is released to resume normal operations.

SAR tasking must be issued by a Maritime SAR Mission Co-ordinator from the Joint Rescue Coordination Centre (JRCC) Victoria under the authority of the SAR region commander.

3.3 Scheduled Operations

Within the areas of operation, the ETV must be able to conduct the following operations when tasked by the Regional Operations Centre:

- a) Support to other GOC activities as described in Addendum 2 of this Appendix B (CCG Programs). The extent of this requirement will depend on the capabilities (equipment and personnel) of the ETV and availability of on-board CCG personnel to support these operations;
- b) Support to the CCG Primary ER Team (PERT) to conduct shoreline monitoring and community engagement with CCG PERT team on board the ETV.
- c) Support of live training (i.e. familiarization/demonstration of equipment) of CCG personnel rotated on the ETV in accordance with the Training Plan developed by the Contractor and accepted by CCG.
- d) Conduct of exercises involving CCG staff, partners and volunteers and contracted vessels.
- e) Community engagement and public relations activities to increase public awareness of response capabilities.

3.4 Response Operations

The Contractor's vessels must conduct the following tasks within prescribed reaction times unless otherwise specified:

- a) Emergency Towing operations when tasked by the Joint Rescue Coordination Centre (JRCC) or ER program via the Regional Operations Centre (ROC) in accordance with the CCG Policy and Operational Procedures on Assistance to Disabled Vessels;
- b) ER operations when tasked by the ROC or Pollution Response Officer (PRO) in accordance with CCG direction and advice from CCG personnel on board the ETV;
- c) SAR operations when tasked by the JRCC in accordance with CCG direction and advice from CCG personnel on board the ETV;

- d) Support to Marine Communications and Traffic Services (MCTS) to provide standby and relay communications functions when required (i.e. when shore-based communications system failures occur); and
- e) Respond to, investigate and confirm Marine Navigation Services (MNS) outages when tasked by the ROC.
- f) Other activities as deemed appropriate by the ROC in consultation with the vessel's master.

The Contractor must conduct Emergency Towing Operations, support to MCTS and MNS, and a basic level of ER operations, SAR response with or without CCG program specialists on board the ETV.

3.5 CCG designated personnel on board the ETV

The CCG will identify and designate one CCG “liaison officer” to serve on board each ETV, on a full-time basis when the vessels are operational. The liaison officer will primarily assist in the coordination of CCG program activities with the ETV Master especially those which fall outside the primary task of emergency towing and those which may involve the use of Government of Canada secure communications.

The CCG will also identify and designate CCG personnel and others to board the ETVs from time to time in support of various CCG program objectives. These may include specific support to operations (ER/SAR and other program work), support to skills and knowledge transfer (familiarization, exercises and other components) and for engagement with regional stakeholders (indigenous representatives, other government department representatives and others as required).

The Contractor must ensure that designated personnel are familiarized with the ETV safety and security requirements in a timely manner once on board the vessel.

CCG personnel designated to assist the ETV master and crew in delivering CCG program work will not be considered as crew when on board.

3.6 Area of Operation

Emergency towing coverage and delivery of CCG programs must be provided by the Contractor from two patrol areas off the coast of British Columbia.

The overall operating area is bounded by the Victoria SAR Region (SRR) as defined in the CAMSAR Manual, DFO Publication 5449. Commencing at the Canada/United States border, west along the Canada/United States border to 48°30'N 124°45'W, 48°30'N 125°00'W, 48°20'N 128°00'W, 48°20'N 145°00'W, 54°40'N 140°00'W, 54°40'N 136°00'W, 54°00'N 136°00'W, 54°13'N 134°57'W, 54°39.45'N 132°41'W and 54°42.5'N 130°36.5'W.

This area is further divided into “North” and “South” sub-areas by a line commencing at Ivory Island Light (52°16.17’N, 128°24.4’W) running 235° T to where it intersects latitude 51°00’N thence westward to the West boundary limit of the SRR.

The SRR and sub-areas are shown graphically in Figure 1.

North Patrol Area

In the area of 53°00'N, 130°30'W, on the west side of Banks Island with good access to the open ocean. Note - Depending on weather conditions, the vessels may also shelter in all-weather anchorages as required near the designated patrol area

South Patrol Area

In the area of 49°30'N, 127°30'W, on the west side of Vancouver Island near Nootka Island. Note - Depending on weather conditions, the vessels may also shelter in all-weather anchorages as required near the designated patrol area.

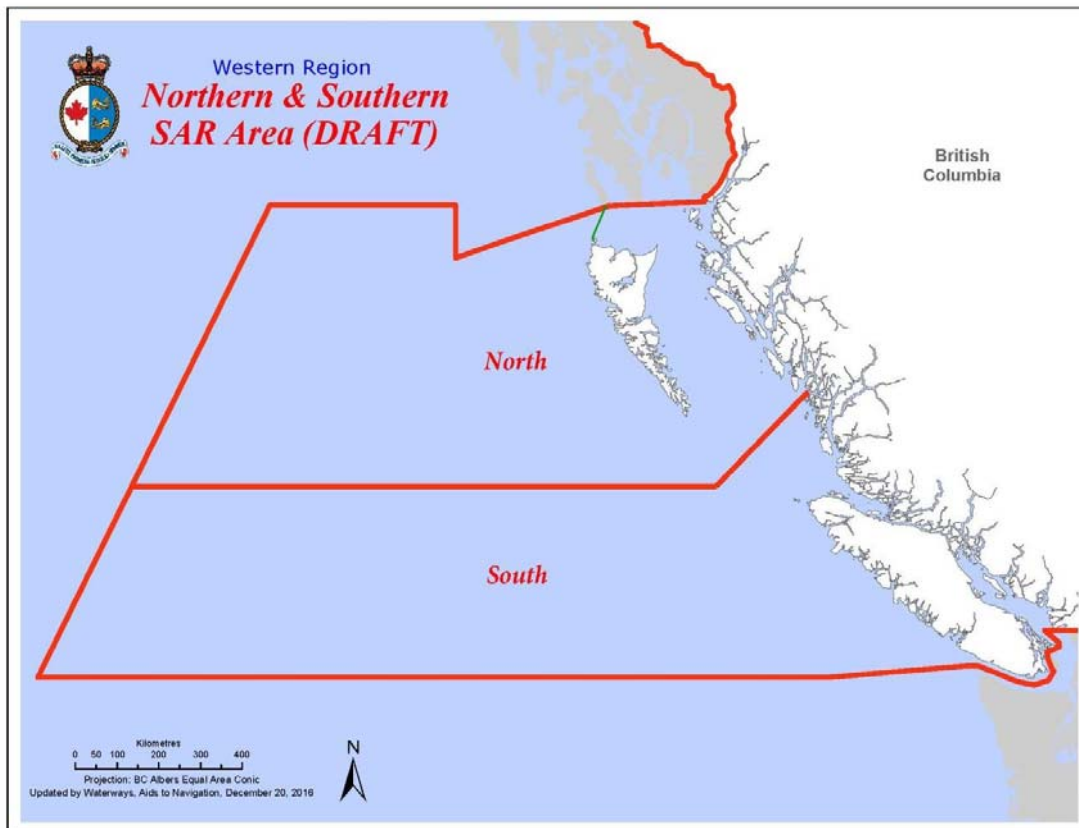


Figure 1 – area of operations

When both vessels are operational, one vessel must maintain a patrol within a “North” response area and the second vessel must maintain a patrol in a “South” response area. The patrol and response areas are delineated in Annex A. These areas may be refined during the Time Charter based on ongoing risk assessment and other factors including CCG program support, training, crewing, etc. The Contractor will maintain responsibility for basing the vessels for crew change, maintenance activities, fuelling and other support function that best allows coverage of the operational areas, while

maintaining the required Level of Service and State of Readiness. The Contractor must keep CCG informed of all schedules and locations of these activities.

The Contractor's vessels must respond to an incident as directed by CCG anywhere within their respective "North" and "South" areas. During an international (cross-border) incident, the vessels may be required to respond within the United States waters of Juan de Fuca Strait, Puget Sound, West coast of Washington State or Southeastern Alaska and international waters outside the Canadian Exclusive Economic Zone (EEZ) as directed by CCG. During these incidents the vessel may come under the tactical command of a United States Coast Guard (USCG) incident commander.

4 SKILLS AND KNOWLEDGE TRANSFER

4.1 General

The Contractor will deliver a skills and knowledge transfer program to increase CCG's knowledge, experience and capability to conduct emergency towing operations. The program will be a combination of formal training and hands on experience. It is not required or intended to obtain any certification or qualification as an outcome of this program.

There are a number of objectives of the skills and knowledge transfer plan. The first is to maximize the value of the emergency towing contract by leveraging the knowledge and experience of the Contractor. Second is to increase CCG's near and mid-term capabilities to conduct and manage large vessel towing operations and the final goal is to prepare the CCG for a long term role in large offshore towing operations pending the outcome of ongoing studies and assessments.

4.2 Knowledge Component

The Contractor will provide the Knowledge Transfer component of this plan through two approaches. The first will be an In-Classroom familiarization that addresses elements such as large vessel towing equipment, risks in large vessel towing operations, procedures and other issues as required to educate learners designated by CCG. The second would make use of simulation technologies to provide CCG designated learners with large vessel towing best practices, procedures, familiarization and education.

4.3 Skills Component

The Contractor will provide exposure to towing skills through both a hands-on familiarization process and participation in a number of ship level exercises. Familiarization of towing equipment and processes will normally be scheduled to occur on board the Contractor's ETVs. The Contractor may also conduct familiarization on other vessels, if appropriate, as long as it meets the objectives of the process and does not incur supplementary costs.

The Contractor will develop and propose towing exercises that the ETVs will participate in to demonstrate the skills and knowledge of emergency towing of large vessels in practice. The emergency towing exercises will be led by the Contractor and scheduled to align with the skills and knowledge transfer deliverables. The Contractor must advise the ROC of the emergency towing exercise requirements and schedule and any changes to it as early as possible.

The Contractor's ETVs will also be involved in the CCG's exercising program to enhance emergency preparedness. All exercising activities will be coordinated through the ROC which will have final acceptance authority on all vessel participation and scheduling in exercises.

The emergency preparedness exercises will be led by CCG and will include but may not be limited to ER, SAR, incident management and humanitarian assistance scenarios. The emergency preparedness exercises may include involvement in planning, execution and post exercise activities and will likely require a significant amount of the vessel's operational time, but will not interfere with the emergency standby requirements.

4.4 Target Audience

The principal target audience will be CCG ship officers and crews who will benefit from theoretical and practical training in emergency towing operations but there are a number of other groups that will benefit from emergency towing knowledge transfer and familiarization. CCG will identify participants for all training sessions.

4.5 Logistics

The Contractor will be responsible for arranging all resources to conduct the training including class facilities, simulators, vessels, equipment and staff. This will include all arrangements to get their required resources to the training site.

CCG will be responsible for identifying training requirements i.e. numbers and times of training activities and identifying and providing participants and arranging all travel, accommodations and personal protective equipment for participants. CCG will also maintain staff training records.

5 GOVERNANCE

5.1 Governance committees

In order to streamline the management of the vessels and ensure operational responsiveness, as well as ensure effective skills and knowledge transfer, the CCG will establish governance committees. The Contractor will be required to participate in these governance activities.

Governance committee Terms of Reference will be provided, discussed and amended as required at the Project Initiation Meeting.

5.2 Roles and Responsibilities

Throughout the Time Charter period, the following individuals will have key roles under this contract, they include the following:

- a) The **CCG** Technical Authority has overall responsibility for the implementation of the Contract and ensure the delivery of services as per article 7.17 of the resulting Contract clauses.
- b) The **Contractor's Project Manager** must act as single point of contact for formal communication between the Contractor and Canada for contractual and financial issues such as financial monitoring, controlling and reporting for the contract.
- c) **PSPC** is the Contracting Authority and has overall responsibility for the management of the Contract as per article 7.17 of the resulting Contract clauses;
- d) The **ETV Master** must always be responsible for vessel safety and security. The Master must be responsive to the CCG Western region Regional Operations Centre (ROC) to acknowledge and execute received taskings.
- e) **Governance Committees** are put in place with specific responsibilities and membership as defined in their terms of reference to support the management and coordination of the services.
- f) The **Western Region ROC** will provide operational taskings and program activities to the ETV Master.
- g) **CCG staff personnel onboard** will rotate on the ETVs as per the Western Region ROC requests according to program taskings, as support to specific programs, as experts, and for skills and knowledge transfer exercises. They will also participate in classroom familiarization and simulation as required and requested.
- h) **CCG Fleet Management** manages the CCG Fleet through an annual planning process and will include the two ETVs within the calendar year exercises.

6 PERFORMANCE AND LOGISTICS

6.1 Key Performance Indicators

The Contractor must meet the following Key Performance Indicators (KPI):

- a) Each vessel must be operational and available for tasking 98% of the time outside of scheduled maintenance periods on a yearly basis.
- b) The Contractor must have one vessel operational and available at all times once both vessels are delivered.
- c) The vessels must respond to all taskings immediately, 99% of the time when at sea. Response includes acknowledgement and vessel begins transit to tasking area of operation.

- d) The vessels must respond to all taskings within 30 minutes 99% of the time when alongside. Response includes acknowledgement and vessel begins transit to tasking area of operation.
- e) Scheduled skills and knowledge transfer events (in-class, simulator, familiarization and exercises) are completed by the Contractor as accepted by CCG 100% of the time. Events that are cancelled due to CCG decision will not count against this metric.

6.2 Reporting

The Contractor must report on all key performance indicators in the Project Progress Report. This data will also be used to inform the concurrent study of the long term solution for towing capacity. During the course of the Time Charter period, other indicators may be developed and will be included in Progress reports.

Vessel position, operational reporting and fuel consumption figures will be done as per CCG regional orders using the CCG iFleet program and other mechanisms as required by the region.

6.3 Maintenance and Unavailability

The Contractor must schedule maintenance to ensure a minimum of one vessel is always available for tasking. Maintenance schedules will be presented to CCG for acceptance and inclusion in the Fleet Operational Plan on timelines specified by CCG. Unplanned vessel unavailability must be reported to CCG as early as possible.

6.4 Fuelling

The Contractor must make use of CCG Standing Offers for fuelling. Fuelling points and schedules will be provided by the ROC.

Only under exceptional circumstances will the ROC provide approval to fuel the Contractor's vessels outside the Standing Offer.

ADDENDUM 1 TO APPENDIX B - CCG PROGRAMS

CCG Programs	
Mission	Description
ER	<p>The Canadian Marine Oil Spill Preparedness and Response Regime is built on a government/industry partnership. Industry provides Canada's regulated primary capacity to clean up oil spills. The Coast Guard must be prepared at all times to act as a backstop, as the lead federal agency responsible for ensuring an appropriate response to all ship-source and mystery source pollution incidents in waters under Canadian jurisdiction</p> <p>CCG vessels have the capability to deploy pollution countermeasures equipment, maintained by the program, if required to respond to a marine pollution incident. Vessels tasked to the Arctic carry pollution countermeasures equipment and trained crews on board in the event a response to a marine pollution incident is required north of 60N.</p>
Search and Rescue	<p>The Canadian Coast Guard leads the maritime component of the federal SAR system, as mandated to the Minister of Fisheries and Oceans in the <i>Oceans Act</i>. Services are provided to coordinate SAR operation on the water, communicate with ships at sea, and provide vessels and crew to respond to SAR incidents. Additionally the SAR program will provide humanitarian assistance in aid to a provincial authority where appropriate.</p> <p>The waters for which SAR coverage is provided start 800 nautical miles offshore in the Pacific, 1,000 nautical miles into the Atlantic, and stretch all the way to the North Pole. The SAR system covers an area of approximately 5.3 million square kilometres; this diverse area is substantially larger than internationally defined territorial seas.</p> <p>While there is a distinct group of primary SAR vessels vested in the Lifeboat stations located along the coast throughout Canada, all CCG vessels are multi-tasked to provide SAR response in addition to their other departmental programs.</p>

Aids to Navigation	<p>The Aids to navigation program involves the provision of short-range marine aids numbering over 17,000, including visual aids (fixed aids, lighthouses and buoys), aural aids (fog horns), radar aids (reflectors and beacons) and long-range marine aids, including electronic aids, such as the Differential Global Positioning System (DGPS). All these services provide a direct benefit to mariners by contributing to safe, accessible and effective vessel transit in Canadian waters.</p> <p>The CCG fleet operates a variety of large and small nav aids and multi-tasked vessels and helicopters to place, recover and maintain this network of navigational aids. These aids may be year-round and/or seasonal and placement of the floating aids to navigation often requires the vessel servicing the aids to be in positions close to shoals, rocks and reefs.</p>
Maritime Security	<p>Canadian Coast Guard (CCG) involvement in maritime security is based on its obligation under the Oceans Act to provide ships, aircraft and other maritime services in support of federal maritime priorities. In support of national security, CCG uses its vessel fleet, on-water expertise and extensive vessel monitoring systems to:</p> <ul style="list-style-type: none"> • Enhance awareness of possible maritime security threats; • Support on-water law enforcement and responsiveness; and • Enhance collaboration with departments and agencies throughout the maritime security community
Integrated Technical Services / Marine and Civil Infrastructure Construction, Installation, Maintenance and/or Repair	<p>The CCG Shore-based Asset Readiness (SBAR) program ensures CCG's non-fleet assets (worth \$1.5 billion) are available and reliable to support delivery of CCG programs. These non-fleet assets include both fixed and floating aids, such as visual aids (e.g. fixed aids and buoys), sound aids (e.g. fog horns), radar aids (e.g. reflectors and beacons) and long-range marine aids, namely the Differential Global Positioning System (DGPS) as well as electronic communication and navigation systems and over 300 radio towers.</p> <p>The CCG Fleet supports ITS with ships so that predictive, preventative and corrective maintenance actions required to preserve or restore the operating capability and reliability of assets can be achieved, especially in remote areas.</p>

Conservation and Protection (C&P)	<p>Coast Guard support to the C&P program is provided from specialised fisheries patrol vessels in the near-shore and offshore areas, as well as from multi-tasked CCG vessels or helicopters, when requested. The CCG fleet personnel provide support to armed boarding parties, coordination and planning support to provide cost effective program delivery, personnel safety support to fisheries officers, monitoring support, and support to special operations.</p> <p>The areas of coverage for this program range from inshore freshwater rivers and lakes to the edge of the continental shelf and beyond. Operations vary from year-round to seasonal and take place in all areas, including those in and near ice-infested waters (for the seal hunt).</p>
Science (Oceans Science)	<p>The CCG fleet provides trained crews on board specialized and multi-tasked vessels in support of the departmental Science program. In most cases, Science program specialists and unique program equipment are required for specific missions but there are occasions where CCG vessels and their crews offer a source of unique capabilities and expertise often vital to the science program.</p> <p>Specific examples of the types of assistance provided by the CCG fleet include research trawlers and fishing vessels to conduct stock assessments, hydrographic survey vessels and launches, water column research, seismic work, oceanographic vessels, and icebreaking capability to support science in ice and climate change research. Areas covered by these services range from inshore areas, to the high Arctic, to the outer limits of Canada's jurisdiction.</p>
CHS	<p>The Canadian Hydrographic Service contributes to safety on Canadian waterways by undertaking hydrographic surveys from primarily Canadian Coast Guard vessels to measure, describe, and chart the physical features of Canada's oceans and navigable inland waters.</p> <p>CHS hydrographers are actively engaged in surveying and measuring Canada's inland navigable waterways to the edge of the continental shelf and beyond, the Great Lakes, and the Atlantic, Pacific and Arctic Ocean coasts.</p>
Support to Other Government Departments	<p>This program ensures that the federal civilian fleet meets the current and emerging needs and priorities of Canadians and Canada. As such, the program not only supports Coast Guard programs, the Department's science, fisheries, and aquaculture activities but also provides support to other federal departments that need on-water delivery to support their mandates.</p>

ADDENDUM 2 TO APPENDIX B - CANADIAN COAST GUARD POLICY AND OPERATIONAL PROCEDURES ON ASSISTANCE TO DISABLED VESSELS

1. Policy Statement

This policy will be followed when a request for assistance from a disabled vessel is received to determine whether, how, and to what extent assistance shall be provided based on the risks involved. All relevant risks will be considered, including those related to persons requiring assistance, the disabled vessel, CCG and its employees.

2. Application

2.1 This policy applies to CCG and will take precedence over all internal CCG policies, directives, procedures, and instructions concerning assistance to non-CCG disabled vessels.

2.2 CCG employees will follow the *Fleet Safety and Security Manual* procedures when a CCG vessel is disabled and requires assistance.

2.3 However, when a CCG SAR resource is on scene and when lives are in immediate danger, i.e., *in extremis*, the Commanding Officer shall take any actions he or she deems necessary to save lives, including towing with persons on board. In this event, and when lives are no longer in immediate danger, Commanding Officers must re-evaluate the risks to determine how to evacuate the persons onboard.

2.4 CCG will follow the *Operational Procedures for Assistance to Disabled Vessel* in Document 1.

3. Guiding Principle

For vessels in distress, potential distress, capsized vessels or situations in doubt, the first consideration shall always be to save the lives in danger including measures to evacuate all persons from the distressed vessel and recover any persons from the water.

4. General

4.1 Assistance at sea is a mutual service between mariners based on need and isolation. Assistance is typically provided without pause, as the providers know they may need assistance in the future.

4.2 Given the foregoing, it is recognized that the timely provision of technical assistance to, or towing of, disabled vessels can be an effective way of meeting the national SAR (SAR) objective of preventing loss of life and injury.

4.3 However, CCG will not assist disabled vessels merely on request and will not compete with commercial or private interests to provide assistance. Some incidents that involve CCG resources or the use of the SAR system are either preventable or unreasonable given limited resources that are available to respond to more serious incidents. Furthermore, they may place responders in unnecessary danger.

4.4 Resources of CCG will not be tasked nor provide a tow to disabled vessels for the sole purpose of transiting from one place of refuge to another.

4.5 If a disabled vessel requesting assistance refuses commercial or private assistance when available, this shall be considered a cancellation of the initial request for assistance. CCG will notify the master of the disabled vessel accordingly.

4.6 If a disabled vessel refuses to evacuate when the Commanding Officer of the mobile facility responding requires the personnel to evacuate, this shall be considered a cancellation of the initial request for assistance. CCG will notify the master of the disabled vessel accordingly.

4.7 CCG Pollution Response Officers have broad powers under the *Canada Shipping Act, 2001* to address the threat or discharge of pollutants in Canadian waters and EEZ. Pollution Response Officers are authorized to take a wide variety of actions to remove or reduce the threat of marine pollution.

4.8 CCG employees involved in the provision of assistance are not personally liable for any death, injury or property damage that could occur as a result of the assistance operation if they exercised due diligence and acted in good faith, within the responsibilities attached to their position, and within the mandate of CCG.

5. Interpretation

It is required to refer to Document 2, “Terminology”, for definitions of some terms used in this policy.

6. Enquiries

General enquiries to this policy shall be directed to the Manager, SAR, Maritime Services, at infopol@dfo-mpo.gc.ca or by telephone at 613-990-3119.

Operational Procedures for Assistance to Disabled Vessels

1. Assistance to a Vessel in Distress or when Status in Doubt

1.1 If time and the circumstances allow, the Commanding Officer should consider providing technical assistance before deciding to tow. From time-to-time, the CCG will have to tow vessels in distress. In the ordinary practice of seamanship, towing involves fewer risks to the towed vessel if the towing vessel is smaller or the same size as the towed vessel. Should towing be necessary, the Commanding Officer shall follow the detailed instructions provided in the Fleet Safety and Security Manual.

1.2 When the situation is stabilized, or if additional information is available to determine that the vessel is no longer in distress, any requirements for further assistance shall follow the directives in Section 2 as appropriate.

2. Assistance to a Disabled Vessel (i.e. not in Distress)

2.1 IN OPEN WATER

2.1.1 No waiting period should delay the tasking of any mobile facility to any situation where there is an uncertainty as to the safety of the persons at sea.

2.1.2 When the master of a disabled vessel requesting assistance (non-distress or non-potential distress) is in direct communication with a Marine Communications and Traffic Services (MCTS) Centre, Regional Operations Centre, or Ice Office and has advised that persons onboard are in no immediate danger, the centre/office shall ensure that the Maritime SAR Mission Co-ordinator (at the Joint Rescue Co-ordination Centre or Maritime Rescue Sub-centre (JRCC/MRSC)) for the area in which the disabled vessel is located is informed and provided with all pertinent information in order for the Maritime SAR Mission Co-ordinator to take the lead. As the vessel is not in distress, sufficient time will be taken to evaluate the request before deciding on a course of action. CCG will not compete with commercial salvage or towing interests and therefore will not tow disabled vessels unless all efforts to obtain commercial or private assistance have been carried-out and have failed to resolve the situation. In general, (refer to Document 4 for decision guidance):

1. The Maritime SAR Mission Co-ordinator, normally through the appropriate MCTS Centre, shall advise the owner/operator to make his or her own arrangements for assistance;
2. If the owner/operator is unable or unwilling to secure arrangements for assistance, the Maritime SAR Mission Co-ordinator shall request that the MCTS

Centre issue a Maritime Assistance Request Broadcast (MARB) alerting all private, commercial and vessels of opportunity in the area of the need for assistance and thus giving them the opportunity to provide this assistance;

3. If there is no response to the MARB, in special circumstances, the Maritime SAR Mission Co-ordinator may contact other mobile facilities such as CCG primary SAR units or CCG to provide an expeditious response;

4. The Maritime SAR Co-ordinator will consult with the Regional Operations Centre if it is determined that assistance will be needed from a CCG vessel not on primary SAR as the tasking may impact other programs. In all cases, when the Maritime SAR Mission Co-ordinator tasks CCG resources they shall provide all pertinent information regarding the vessel requiring assistance and instruct the Commanding Officer to take any reasonable action in order to resolve the situation.

5. The Maritime SAR Mission Co-ordinator through their regional alert network must provide Transport Canada Marine Safety and Transportation Safety Board with details of the incident in order to support actions preventing similar incidents from occurring in the future. Special emphasis should be placed on situations when the SAR Mission Co-ordinator and/or the Commanding Officer of the assisting vessel reasonably believe that the disabled vessel had to be assisted because it was un-seaworthy or otherwise in violation of *Canada Shipping Act, 2001*, and/or the regulations made there under.

2.1.3 Although the Maritime SAR Mission Co-ordinator should not routinely engage in obtaining third party assistance for a disabled vessel, in exceptional circumstances and in complete consultation with the owner/operator of the disabled vessel, the Maritime SAR Mission Co-ordinator may aid in co-ordinating commercial or private assistance. The owner/operator shall be informed and agree that he or she will always remain responsible for any and all costs incurred. It must be made clear to the supplier and the end user of the assisting service that the CCG or the Crown has no contractual or other obligation whatsoever in any arrangement.

2.1.4 Regions are to ensure that CCG ER and partner agencies, such as Transport Canada Marine Safety and the Transportation Safety Board are informed of the details of requests for assistance according to established protocols. Any requests received by Regional Operations Centre for CCG resources to assist disabled vessels on behalf of partner agencies shall be forwarded to the Assistant Commissioner. The Assistant Commissioner's approval will be required before any CCG resource is tasked to tow disabled vessels of 33 metres or more in length.

2.1.5 For disabled vessels in open water, in order to prevent more serious safety risks from developing, technical assistance may be provided on an as available basis by the CCG only after efforts to obtain commercial or private assistance have been carried out and have failed to resolve the situation.

2.1.6 In all other situations if time and the circumstances allow, the Commanding Officer should consider providing technical assistance before deciding to tow. Any technical assistance, such as fuel or provisions transferred to the disabled vessel, will be strictly on account of the owner/operator of that vessel. From time-to-time the CCG will have to tow disabled vessels. In the ordinary practice of seamen towing involves fewer risks to the towed vessel if the towing vessel is smaller or the same size as the towed vessel. Should towing be necessary, Commanding Officers shall follow detailed instructions in the Fleet Safety and Security Manual. In general, the Commanding Officer shall provide a copy and formally explain to the master or person in charge of the disabled vessel written towing conditions (see Document 3). The Commanding Officer shall also discuss the risks of towing and CCG expectations during the tow.

2.1.7 When any CCG resource has a disabled vessel under tow and commercial or private assistance arrives on-scene, the Commanding Officer shall hand over the tow to the commercial/private vessel provided it appears capable and the transfer can be conducted safely.

2.1.8 Requests to use a CCG resource to engage in salvage operations of vessels, outside of a SAR operation, with no persons on board shall be carefully assessed prior to authorization by the Assistant Commissioner. Since salvage is normally the responsibility of the vessel owner, the status of the owner must be determined to be unknown, unwilling or unable. Recovery of an abandoned vessel including towing to a place of refuge should be made under the CCG ER mandate.

2.1.9 Should a disabled vessel be towed by a CCG resource the towing operation should always be to the nearest place of refuge or to a rendez-vous position where the tow can be safely transferred to commercial or private mobile facilities. In all cases, the Commanding Officer shall record the date and time when the SAR operation ended i.e., when the persons aboard the disabled vessel have been transferred to a safe place and the time when they started the disabled vessel operation under CCG ER mandate in the log book.

2.1.10 On arrival at the place of refuge, it is not the responsibility of the CCG resource to secure the disabled vessel. However, the Commanding Officer may take such action as is necessary, having due regard for the circumstances of the case, to ensure that the disabled vessel is safely secured or anchored.

2.1.11 Commanding Officers may have to cast off the tow in order to respond to a distress situation or incident of a more serious nature. In instances when the persons onboard the disabled vessel consider themselves to be in potential danger and wish to abandon, the Commanding Officer of the CCG resource should consider the risks and if prudent to do so, evacuate these persons and continue on with the more serious incident with the knowledge that these persons may have to remain onboard the CCG resource for an extended period. The Commanding Officer shall notify the JRCC/MRSC of the action taken.

2.2 *When ice is present*

2.2.1 The provisions of this paragraph 2.2 apply in addition to the provisions of paragraph 2.1.

2.2.2 In the ordinary practice of seamanship, towing involves fewer risks to the towed vessel if the towing vessel is smaller or the same size as the towed vessel. When ice is present, CCG resources are generally much larger than the disabled vessel, thus due care and attention must be exercised. Tasking smaller vessels to tow a disabled vessel of similar size is an option preferable to tasking a larger CCG ship. Additional consideration should be given to the possibility of using a larger CCG ship to escort the towing vessel and its tow through the ice.

2.2.3 Therefore, given the considerations in paragraph 2.2.2 for disabled vessels when ice is present, the CCG will not tow small vessels of less than 33 metres in length with persons onboard. Instead, other options to be considered to render assistance include, but are not limited to the following:

- .1 provide assistance to find alternate towing arrangements and standby to provide icebreaker escort for the tow if required;
- .2 standby until ice conditions improve;
- .3 render onboard technical assistance;
- .4 assist crew to transfer to a safe place and tow with no persons onboard; or,
- .5 as a last resort, assist crew to abandon vessel, transfer them to a safe place, leave the unoccupied vessel and depart the area.

3. *Towing instructions and conditions*

In all situations where towing is appropriate, and as far as safely feasible in the circumstances, the Commanding Officer of the responding CCG unit shall instruct the master or person in charge of the assisted vessel on the towing operation that is contemplated, its risks and CCG expectations during the tow. The master or person in charge of the assisted vessel shall confirm his or her understanding of the instructions and risks, and agree to the conditions of the towing operation. If safely feasible, the Commanding Officer of the responding CCG unit shall obtain a signature of the *Towing Conditions and Understanding* (see Document 3).

Terminology

The following terms used in this document have the following meanings:

Distress	A SAR incident where there is a reasonable certainty that one or more individuals are threatened by grave and imminent danger and require immediate assistance. <i>(Détresse)</i>
Uncertainty	Uncertainty phase exists during a SAR incident when: there is doubt regarding the safety of a vessel or persons on board, a vessel has been reported overdue at destination, or a vessel has failed to make an expected position report. <i>(Incertitude)</i>
Alert	Alert phase exists during a SAR incident when: there is apprehension regarding the safety of a vessel or the persons on board, following the uncertainty phase, attempts to establish contact with the vessel have failed and inquiries addressed to other appropriate sources have been unsuccessful, or information has been received indicating that the operational efficiency of a vessel is impaired but not to the extent that a distress situation is likely. <i>(Alerte)</i>
Disabled	A situation wherein a vessel afloat is not in distress or immediate danger has lost all means of propulsion, steering or control to such a degree as to be incapable of proceeding to safety without assistance. <i>(Désemparé)</i>
When ice is present	All types of ice greater than 10 cm thick (nilas, brash, pancake ice formation) located in the immediate vicinity of the disabled vessel. <i>(En présence de glace)</i>
Place of refuge	A place where a ship in need of assistance can take action to enable it to stabilize its condition and reduce the hazards to navigation, and to protect human life and the environment ¹ . <i>(Lieu de refuge)</i>
Mobile Facility	Any aircraft, vessel or other craft which may be called upon to use to support SAR operations and may need to perform on-scene coordinator functions for multiple facilities in the vicinity of a distress situation.

¹ International Maritime Organization, A.949(23).1.19

TOWING CONDITIONS AND UNDERSTANDING

I, the undersigned _____ declare being the owner/operator/master/person in charge of the _____, registered under the official number or registration or license number _____ do hereby request that the Canadian Coast Guard Ship _____ (hereinafter: the “SAR Unit or SAR Unit”) provide my disabled vessel with towing assistance.

In doing so, I declare being of sound body and mind and perfectly aware of the dangers and risks of a towing operation, for myself, for all persons on board the vessel, and for the vessel and its equipment.

I confirm that the SAR Unit has informed me of the details of the intended towing operation and the SAR Unit expectations from my vessel during the operation, including the requirement not to undertake any manoeuvre or apply the engine or rudder unless it is ordered by the SAR Unit or the SAR Unit has been informed and agreed to the manoeuvre.

I confirm that I am responsible for the safety of the crew and passengers onboard my disabled vessel and that I will take all reasonable steps to ensure their safety during towing operation.

In addition, I have been informed of, and agree to the following:

- The towing operation will be to the nearest place of refuge, or to a rendez-vous position where the tow can be safely transferred;
- If there is a more serious situation elsewhere, the towline will be released or transferred and the towing operation will be ended immediately;
- The SAR Unit may release the towline and end the towing operation if such operation poses risks to its safety or the safety of its crew;

- If adequate commercial assistance reaches the scene, the SAR Unit may hand over the tow. I will be liable to any charges from that commercial resource;
- Upon arrival at the nearest place of refuge, the SAR Unit will release the towline and depart and it will be my responsibility to secure my own vessel; and,
- the Canadian Coast Guard, the Department of Fisheries and Oceans Canada, the Government of Canada, Her Majesty the Queen in right of Canada and any of their employees or servants are not liable for damages suffered by my vessel, any of its equipment, its owner, master, operator, person in charge, crew or passengers, if the towing operation has to be abandoned, or if damages occurred despite the exercise of due diligence and good seamanship practices of the master and crew of the SAR Unit.

Print Name: _____

Signature: _____

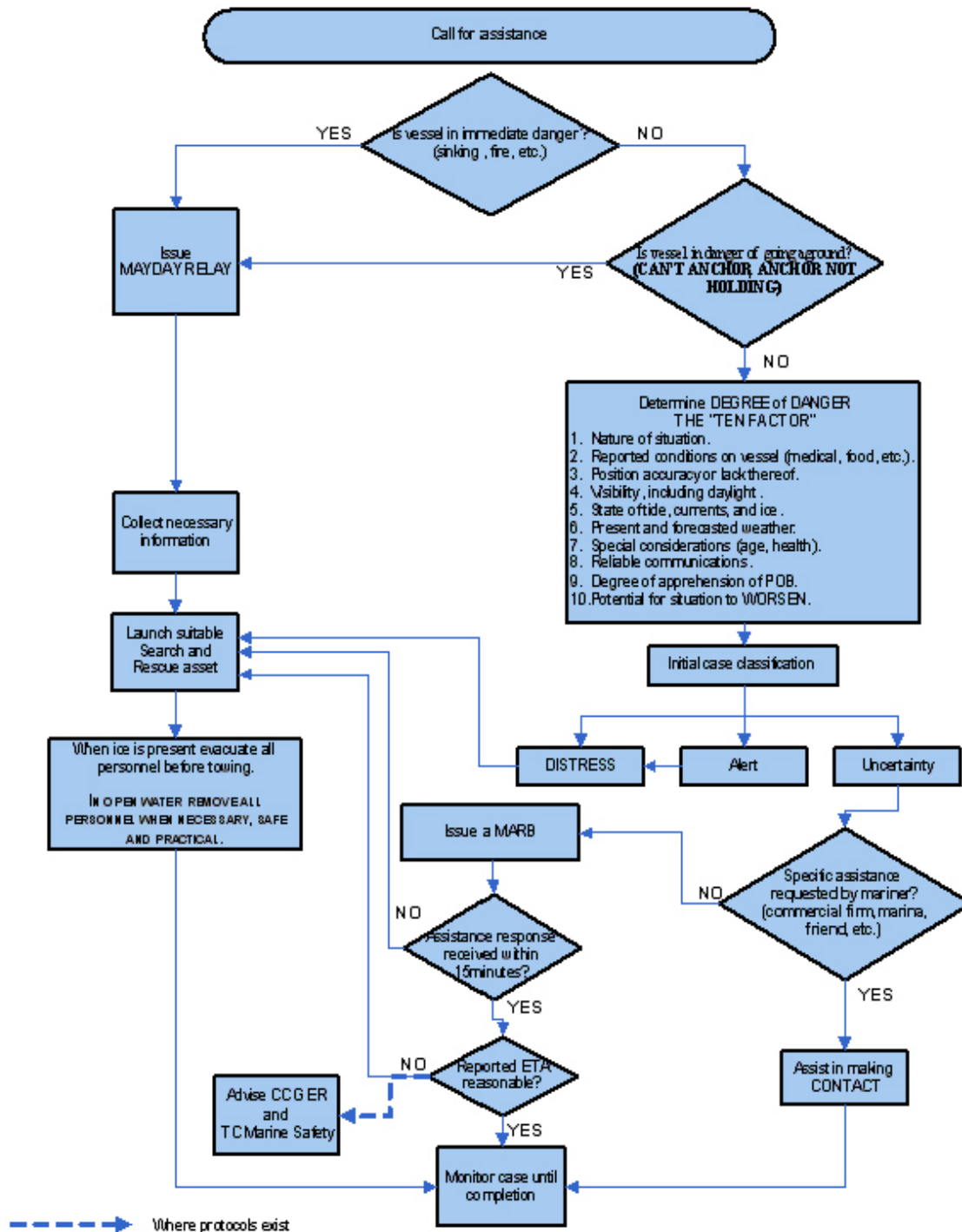
Date: _____

Witness (if any): _____

Note to the Commanding Officer of the SAR Unit:

If the circumstances do not allow the signature of this document, it should be read to the master or person in charge of the disabled vessel by radio, and their verbal acceptance of this agreement and waiver should be noted in the SAR Unit's logbook. Any electronic recordings of the conversation and agreement shall be retained and safeguarded according to established policy and procedures. In some circumstances it may be preferable to have MCTS communicate with the disabled vessel. Commanding Officers should discuss the circumstances with the MCTS Officer as appropriate

TOWING DECISION FLOW CHART



APPENDIX C TO ANNEX A - EMERGENCY TOWING VESSEL CONTRACT DELIVERABLES REQUIREMENTS LIST (CDRL)

Data Item Deliverables (DID), must be accepted by Canada before the Contractor can progress the work for that particular requirement/deliverable..

Unless otherwise specified, deliverables, issues, comments or questions must be provided in Microsoft Office Suite 2013 format.

DID Naming Convention: DIDs are divided into four separate categories:

- M series DIDs are those that address project management, experience and governance requirements.
- T series DIDs are those that address technical requirements.
- Q series DIDs are those that address quality and safety management.
- I series DIDs are those that address integrated logistics support requirements.

Acronyms

1 MACA = 1 Month After Contract Award

APPENDIX C to ANNEX A – Contract Deliverables Requirements List

DID Number	Title	Initial Submission	Subsequent	Frequency	Review Period for Canada	Review Period for Contractor	Number of Reviews
	Project Management						
M-001	Project Management Plan	Bid Proposal	1 MACA	Yearly	10 working days	10 working days	3
M-002	Master Project Schedule	Bid Proposal	1 MACA	Quarterly	10 working days	10 working days	3
M-003	Issue and Risk Management Plan/Issue and Risk Register	Bid Proposal	1 MACA	Quarterly	10 working days	10 working days	2
M-004	Communications Plan	1 MACA	N/A	Once	10 working days	10 working days	2
M-005	Project Progress Reports	1 MACA	Monthly	Monthly	5 working days	5 working days	1
M-006	Project Initiation Meeting	1 WACA	N/A	Once	5 Working days	5 working days	1
M-007	Project Review Meetings	1 MACA	Quarterly	Quarterly	5 Working days	5 working days	1
	Technical						
T-001	Mobilization Plan	Bid Proposal	1 MACA	N/A	10 working days	10 working days	3

APPENDIX C to ANNEX A – Contract Deliverables Requirements List

T-002	De-mobilization Plan	Bid Proposal	6 months prior to end of vessel service	N/A	10 working days	10 working days	1
T-003	Maintenance Plan	Bid Proposal	1 MACA	Quarterly	10 working days	10 working days	3
	Safety Management						
Q-001	Safety Management Plan	Bid Proposal	1 MACA	Yearly	10 working days	10 working days	2
	Integrated Logistics Support (ILS)						
I-001	Skills and Knowledge Transfer Plan	Bid Proposal	3 MACA	Yearly	10 working days	10 working days	3
I-002	In-Classroom Familiarization Plan	3 MACA	N/A	Once	10 working days	10 working days	2
I-003	Simulation Plan	3 MACA	N/A	Once	10 working days	10 working days	2
I-004	Live Demonstrations and Deck Exercises Plan	3 MACA	N/A	Once	10 working days	10 working days	2
I-005	Real Life Exercise Plan	3 MACA	N/A	Once	10 working days	10 working days	2
I-006	Support to CCG College Plan	3 MACA	N/A	Once	10 working days	10 working days	2
I-007	Human Resources Plan	Bid proposal	1 MACA	Yearly	10 working days	10 working days	3

APPENDIX D TO ANNEX A - EMERGENCY TOWING VESSELS – DATA ITEM DELIVERABLES (DIDS)

a. DID M-001 Project Management Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Contractor's Project Management Plan (PMP).

2. ATTACHMENTS and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-002 Master Project Schedule
DID M-003 Issue and Risk Management Plan/Issue and Risk Register
DID M-004 Communications Plan
DID M-005 Project Progress Reports

3. PREPARATION INSTRUCTIONS:

Format:

The PMP must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The PMP must be provided in a searchable PDF format for all versions prior to the final version. The final version of the PMP must be provided in both Microsoft Word and PDF formats.

Requirements:

The Contractor must present a plan which conforms to standard project management practices, such as the Project Management Book of Knowledge (PMBOK) or equivalent. The PMP must describe in detail all aspects of how the Contractor intends to manage the project to ensure all objectives are achieved, in scope, on time and in accordance with the price included in the Contract.

The PMP must be kept current during the course of the contract. Subsequent amendments to the PMP must be forwarded to the Technical Authority for review and acceptance.

The PMP must identify and describe all activities and processes necessary to conduct the project, including

participation in the governance process as well as the resources that will be allocated to complete the activities as outlined. All activities for this project must be managed in accordance with the accepted PMP. The PMP must address the following topics, as a minimum:

- f. Master Plan and Schedule (M-002);
- g. Issue and Risk Management Plan (M-003);
- h. Communications Plan (M-004);
- i. Project Progress Reports (M-005);
- j. Project Review Meetings (M-006); and
- k. Human Resources Plan (I-002).

The PMP itself must cover each of the topics above in detail to provide clarity on the Contractor's approach to managing each of these topics for this work. Details are to be further elaborated upon in sub-plans (specific DIDs for the sub-plans are indicated above).

Directions:

Within 1 month after Contract Award

The Contractor must deliver the final PMP with such subordinate plans as defined by the CDRL.

4. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the Contractor's Final PMP in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance.

b. DID M-002 Master Project Schedule

1. PURPOSE of DID:

The purpose of this DID is to identify to the Contractor the requirement for a Master Project Schedule (MPS).

2. ATTACHMENTS and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-001 Project Management Plan
DID M-005 Project Progress Reports
DID M-006 Project Review Meetings
DID I-001 Skills and Knowledge Transfer Plan
DID T-001 Mobilization Plan
DID T-002 De-mobilization Plan

3. PREPARATION INSTRUCTIONS:

Format:

The MPS must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The MPS must be provided in both MS Project and a searchable PDF format for all versions.

The MPS must include a Gantt chart that identifies activities, deliverables, milestones and critical path.

Requirements:

The MPS must outline the project milestones, associated activities and deliverables extending from Contract Award through to project close out activities.

The MPS must reflect the anticipated time charter schedule, for up to 5 years, including the sequence of events and timeframes, relationships and dependencies, and must include, at a minimum:

- a) Activities as part of the mobilization and de-mobilization plans;
- b) A schedule for the Skills and Knowledge Transfer Plan activities;
- c) A crew change schedule for the Contractor's personnel;
- d) A schedule for maintenance activities; and
- e) A schedule of meetings and reporting to Canada.

Directions:

Within 1 month after Contract Award

Following review by Canada, at the Project Initiation Meeting, the Contractor must deliver a Final MPS. The Final MPS as submitted must establish the baseline for measuring the progress and performance of the Contractor, and be reported upon at meetings and Project Progress Reports to Canada. Any deviations or variances must be identified and explained.

Quarterly

The Contractor's MPS must be kept current with progress and changes reported through the Project Progress Reports.

4. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the Contractor's Final MPS in PDF and one electronic copy in MS Project are to be provided to the Technical Authority for review and acceptance.

Quarterly

One electronic copy of the Contractor's MPS in PDF is to be provided to the Technical Authority as part of the Project Progress Reports

c. DID M-003 Issue and Risk Management Plan/Issue and Risk Register

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Contractor's Issue and Risk Management Plan (IRMP) and to identify and record technical risks.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-001 Project Management Plan
DID M-005 Project Progress Reports

3. PREPARATION INSTRUCTIONS:

Format:

The IRMP must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The IRMP must be provided in a searchable PDF format for all versions prior to the final version. The final version of the IRMP must be provided in both Microsoft Word and PDF files. The Issue and Risk Register must be provided in Microsoft Excel.

Requirements:

The Contractor must provide an IRMP which conforms to standard project management practices, such as the Project Management Book of Knowledge (PMBOK) or equivalent..

The IRMP must describe the policies, procedures and management systems within the Contractor's organization to manage both foreseen and unforeseen project risks as well as project issues as they may arise.

Additionally, the IRMP must also include risk strategies that will be used to avoid, control, mitigate or transfer risks within this project. This must include strategies for dealing with technology or processes which may be new to the Contractor.

The Contractor must maintain a Project Risk and Issue Register and include it as part of the Project Progress Reports.

The IRMP must contain the following, as a minimum:

- a) Risk management planning, including the concept for management and ongoing review of risks;

- b) Risk identification methodology, including a description of the risk register;
- c) Qualitative and quantitative risk analysis methodology;
- d) Risk response planning methodology;
- e) Risk monitoring and control including reporting methodology to corporate management and Canada; and
- f) Issue management methodology including issue identification, escalation process, resolution activities, and issue monitoring.

The Contractor must manage risks and issues in accordance with the IRMP.

The Contractor's Risk and Issue Register must be presented and discussed at the Progress Review Meetings.

Directions:

Within 1 month after Contract Award

Following consultations with Canada, at the Project Initiation Meeting, the Contractor must deliver a Final IRMP and Issue and Risk Register.

Quarterly

The Contractor's Risk and Issue Management Plan must be kept current with any changes reported through the Project Progress Reports.

4. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the Contractor's Final IRMP in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance.

One electronic copy of the Contractor's Risk and Issue Register in PDF and one electronic copy in MS Excel are to be provided to the Technical Authority for review and acceptance.

Quarterly

One electronic copy of the Contractor's Risk and Issue Register in PDF is to be provided to the Technical Authority as part of the Project Progress Reports.

d. DID M-004 Communications Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Contractor's Communications Plan (CP).

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-001 Project Management Plan
DID M-002 Master Project Schedule
DID M-005 Project Progress Reports
DID M-006 Project Review Meetings

3. PREPARATION INSTRUCTIONS:

Format:

The CP must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The CP must be provided in a searchable PDF format for all versions prior to the final version. The final version of the CP must be provided in both Microsoft Word and PDF files.

Requirements:

The Contractor must prepare a CP that describes how the Contractor intends to communicate with Canada throughout the duration of the contract

The CP must define and describe in detail, how the Contractor intends to communicate regarding document distribution, scheduling of meetings, scheduled reporting, ad hoc reporting, etc.

Document distribution:

Agendas to Progress Review Meetings will be distributed, via email, at a minimum, 5 working days prior to the meeting for review and acceptance by Canada.

Minutes and Action Items to the Progress Review Meetings will be documented during the meeting by the Contractor and reviewed at end of the meeting with Canada. Final Minutes and Action items must be distributed to Canada, via email, for review and acceptance 5 working days following the meeting.

Project Progress Reports:

Progress reports will be submitted, via email, on a monthly basis, on the first Monday of the month, for review and acceptance by the Technical Authority. Acceptance and/or comments, as required, will be sent back within 5 working days from receipt of the report. Any updates to the report must be returned to the Technical Authority within 5 working days from receipt of comments.

Master Project Schedule:

The Master Project Schedule will be reported to the Technical Authority as part of the Project Progress Reports. Any deviations to the plan must be communicated to the Technical Authority for acceptance, as required.

The Contractor's CP must be kept current and align with the overall Project Management Plan developed for DID M-001.

Directions:

Within 1 month after Contract Award

Following discussions, at Project Initiation Meeting, Contractor must deliver a Final CP.

4. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the Contractor's Final CP in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance.

e. DID M-005 Project Progress Reports

1. PURPOSE of DID:

The purpose of this DID is to indicate the progress of the work completed, including accomplishments and areas of concern, which must be supported with a written explanation for each item.

ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-001 Project Management Plan
DID M-002 Master Project Schedule
DID M-003 Issue and Risk Management Plan/Issue and Risk Register
DID M-004 Communications Plan

2. PREPARATION INSTRUCTIONS:

Format:

The Project Progress Reports must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Project Progress Reports must be provided in a searchable PDF format for all versions prior to the final version. The final version of the Project Progress Reports must be provided in both Microsoft Word and PDF files.

Requirements:

The Progress Reports must include the following items, as a minimum:

- a. A written description and assessment of the activities undertaken, during the reporting period, including:
 - i. vessel towing taskings;
 - ii. vessel program taskings; and
 - iii. update to the Maintenance Plan.
- b. Vessel crew status, indicating any crew changes and confirmation of required qualifications/certifications; A written description of the Skills and Knowledge Transfer activities:
 - i. proposed training; and
 - ii. completed training.
- c. An updated Master Project Schedule including
 - i. project activity and milestone accomplishments;
 - ii. any significant changes or delays to the schedule; and

- iii. areas of concern.
- d. All action items and their status arising from previous project review meetings;
- e. A Risk Register showing updated risk status and mitigation plans;
- f. A written review of the stated key performance indicators:
 - i. Vessel operability and availability for tasking at 98% of the time outside of scheduled maintenance periods; One vessel operational and available at all times once both vessels are delivered;
 - ii. Vessel response to all taskings immediately at 99% of the time when at sea;
 - iii. Vessel response to all taskings within 30 minutes 99% of the time when alongside; and
 - iv. Scheduled skills and knowledge transfer events completed 100% of the time.
- g. All other elements as requested by Canada

Directions:

Within 1 month after Contract Award

The Contractor must submit a Project Progress Report which contains all the above elements within 1 month of contract award in a proposed template which must be accepted by the Technical Authority.

Monthly

The Contractor must submit on a recurring monthly basis a Project Progress Report, in the template accepted by the Technical Authority, including all above elements reflecting the monthly period since the last day covered in the preceding Project Progress Report.

Yearly

The Contractor must submit proof of continued SOLAS Certification and an ongoing Safety Management Program.

3. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the Contractor's Project Progress Report in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance.

Monthly

One electronic copy of the Contractor's Project Progress Report in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance on a monthly basis.

Yearly

One electronic copy of the Contractor's Project Progress Report in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance on a quarterly basis.

f. DID M-006 Project Initiation Meeting

1. PURPOSE of DID:

The purpose of this DID is to identify to the Contractor the requirements for the Project Initiation Meeting (PIM).

2. ATTACHMENTS and APPLICABLE REFERENCES:

References: DID M-001 Project Management Plan
DID M-002 Master Project Schedule
DID M-003 Issue and Risk Management Plan/Issue and Risk Register
DID M-004 Communications Plan
DID T-001 Mobilization Plan
DID T-003 Maintenance Plan
DID Q-001 Safety Management Plan
DID I-001 Skills and Knowledge Transfer Plan
DID I-007 Human Resources Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Project Initiation Meeting must be held at the Contractor's location, one week after contract award.

The agendas, minutes and action item log associated with the meeting must be prepared in the Contractor's templates. and must be accepted by the Technical Authority.

The agendas, minutes and action item log must be provided in a searchable PDF format.

Remarks:

The Contractor must prepare and submit a draft agenda to Canada for review and acceptance five working days prior to the PIM.

The PIM agenda must address, as a minimum:

- a. The Master Project Schedule activities and sequencing;
- b. The Mobilization Plan activities and sequencing;
- c. The Maintenance Plan activities and sequencing,
- d. The Risk and Issue Management Plan and the Issue and Risk Register;

- e. The Communications Plan;
- f. The Safety Management Plan;
- g. The Skills and Knowledge Transfer Plan; The Human Resources Plan; and
- h. Governance.

The PIM minutes must be developed during the meeting by the Contractor and reviewed at the end of the meeting with Canada.

Directions:

The Contractor must submit a proposed agenda, including the above elements, at a minimum, five working days prior to the scheduled PIM.

The Final PIM minutes must be submitted for review and acceptance by Canada a maximum of five working days following the meeting. All action items must be consolidated after the meeting in the action item log and provided to Canada with the meeting minutes.

4. DELIVERABLES:

5 working days prior to meeting

One electronic copy of the meeting agenda must be provided to Canada five working days prior to the meeting.

5 working days after meeting

One electronic copy of the meeting minutes and action log must be provided to Canada five working days after the meeting.

g. DID M-007 Project Review Meetings

5. PURPOSE of DID:

The purpose of this DID is to identify to the Contractor the requirements for the development and presentation of meeting agendas and minutes.

6. ATTACHMENTS and APPLICABLE REFERENCES:

References: DID M-001 Project Management Plan
DID M-004 Communications Plan

7. PREPARATION INSTRUCTIONS:

Format:

The Project Review Meeting agendas and minutes must be developed in the Contractor's templates and must be accepted by the Technical Authority.

The Project Review Meeting agendas and minutes must be provided in Microsoft Word format or as a searchable PDF for all versions prior to the final version.

Remarks:

The **Agenda** must provide all meeting attendees with the structure and schedule of meetings, which will permit participants to better prepare for the subject meeting.

The agenda must notify participants of the topics to be discussed at the applicable meeting. The agenda must address, as a minimum:

- a. The time, date, location and expected meeting duration;
- b. The scope, purpose and objective of the meeting;
- c. List of attendees;
- d. List of agenda items with time and duration of each item to be discussed; and
- e. List of action items and status.

Unless otherwise specified, any documents to be discussed at a scheduled meeting must be submitted with the agenda.

The **Minutes** must be prepared using a template presented and accepted by the Technical Authority, within the constraints imposed herein. Meeting minutes must include the following, as a minimum:

- h. Time, date and meeting location;
- i. List of meeting attendees;
- j. The scope, purpose and objective of the meeting;

- k. Summary of discussion surrounding each item discussed at the meeting;
- l. Record of decisions made at the meeting;
- m. List of action items taken from the meeting and status of items from previous meetings;
- n. Suggested agenda items for the next meetings; and
- o. The date, time and location of the next meeting.

Minutes must be drafted during each Progress Review Meeting and reviewed by all parties at the end of each meeting prior to formal submission.

Directions:

The Contractor must submit a proposed agenda, including the above elements, at a minimum, five working days prior to the scheduled PRM.

The Final PRM minutes must be submitted for review and acceptance by Canada a maximum of five working days following the meeting. All action items must be consolidated after the meeting in the action item log and provided to Canada with the meeting minutes.

8. DELIVERABLES:

5 working days prior to meeting

One electronic copy of the meeting agenda must be provided to the Technical Authority five working days prior to the applicable meeting.

5 working days after meeting

One electronic copy of the meeting minutes must be provided to the Technical Authority five working days after the applicable meeting.

h. DID T-001 Mobilization Plan

1. PURPOSE of DID:

The purpose of this DID is to describe the work required to mobilize the ETV from its initial condition to meet the Baseline Requirements of the vessels and the functional requirements as described in this Statement of Work and the CONOPS.

ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-002 Master Schedule
DID T-002 De-mobilization Plan

2. PREPARATION INSTRUCTIONS:

Format:

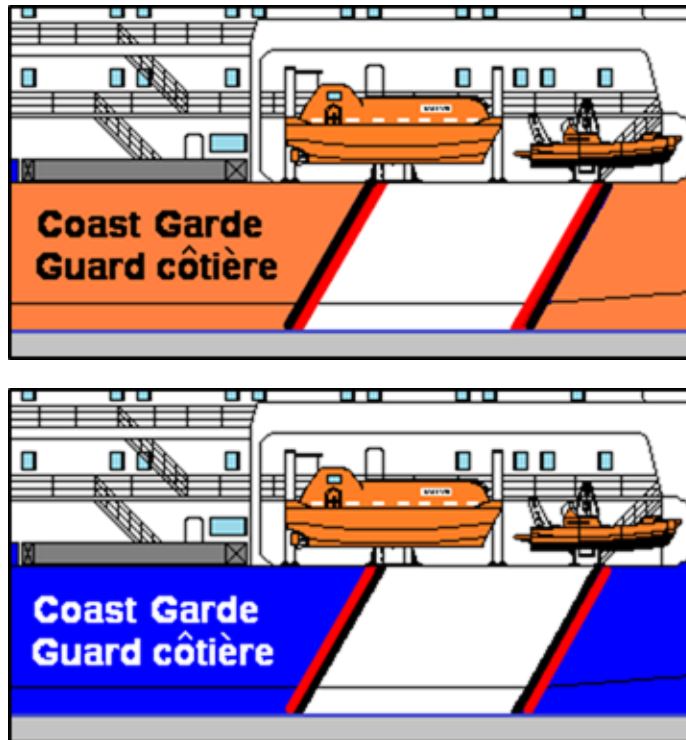
The Mobilization Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Mobilization Plan must be provided in a searchable PDF format for all versions prior to the final version. The final version of the Mobilization Plan must be provided in both Microsoft Word and PDF files.

Requirements:

The Mobilization Plan must describe in detail how the Contractor intends to mobilize the ETVs from their pre-contract award state and condition to meet the requirements of the vessels detailed in the Baseline Requirements document, the SOW and ConOps, including delivering a vessel painted with white diagonal hull stripe with painted contrasting borders and the "Coast Guard/Garde côtière: word mark (either painted or as a decal) on either side of the hull in a contrasting color (see examples below). The sizing, positioning and lettering styles for the stripe and wordmark must be in accordance with the CCG Fleet Federal Identity Program Guide found in addendum 1 to the Baseline Requirements Document (Appendix A to the SOW).

Two Examples of Contrasting Stripe Border and CCG Wordmark ”



The Mobilization Plan must ensure the first ETV can begin operations no later than 30 September 2018 and the second ETV can do so no later than 30 September 2019. Timings and sequencing of activities must be captured in the Master Schedule DID (CDRL M-002), however the Mobilization Plan must describe how the Contractor will meet the required timeframes. This deliverable must also describe whether mobilization can be achieved earlier and under what considerations, constraints and costs.

The Mobilization Plan must allow for a Vessel Condition Survey to be conducted by a CCG evaluation team who will assess the work completed during mobilization to ensure that they meet all essential requirements, as per the Baseline Requirements Document and as per the Contractor's Mobilization Plan.

The Mobilization Plan must address all corrective actions identified in the inspection report in accordance with either the Common Marine Inspection Document (CMID) or the

Offshore Vessel Inspection Database (OVID) submitted at contract award.

The Mobilization Plan must address the work required to accommodate designated Government Furnished Equipment (GFE) identified at the initiation meeting.

The Mobilization Plan must include the production and delivery of an inspection report in accordance with either the Common Marine Inspection Document (CMID) as published by the International Marine Contractors Association (IMCA) or, the Offshore Vessel Inspection Database (OVID) as published by the Oil Companies International Marine Forum (OCIMF) to be completed by an accredited surveyor no more than 30 days prior to delivery of the vessel to Canada. Any corrective actions in the report findings must then be corrected prior to delivery of the vessel.

The Mobilization Plan must include the production of a Vessel Condition Survey by an independent accredited third party that will document the condition of the vessel at the start of the Time Charter period.

All work to be carried out for the Mobilization Plan must abide by the Build-in-Canada Policy.

Directions:

1 Month after Contract Award

Following discussions with Canada, at the Project Initiation Meeting, the Contractor must provide an amended Final Mobilization Plan.

3. DELIVERABLES:

Within 1 Month After Contract Award

One electronic copy of the Final Mobilization Plan must be provided to the Technical Authority for review and acceptance one month after the contract effective date.

i. DID T-002 De-mobilization Plan

1. PURPOSE of DID:

The purpose of this DID is to describe the work required to de-mobilize the ETV from its operating condition to its release from service.

ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-002 (Master Schedule)

DID T-001 (Mobilization Plan)

2. PREPARATION INSTRUCTIONS:

Format:

The De-mobilization Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The De-mobilization Plan must be provided in a searchable PDF format for all versions prior to the final version. The final version of the De-mobilization Plan must be provided in both Microsoft Word and PDF files.

Requirements:

The De-mobilization Plan must describe in detail how the Contractor intends to de-mobilize the ETV from its operating condition to its release from service.

The De-mobilization Plan must include removal of Government Furnished Equipment (GFE) and painting to its original schema and other work as agreed by the Technical Authority. De-mobilization work will occur after the Time Charter period is complete.

The De-mobilization Plan must allow for a Vessel Condition Survey to be conducted by a CCG evaluation team who will assess the work completed during de-mobilization to ensure that the ETV has removed all GFE and painting to its original schema, as per the Contractor's De-mobilization Plan.

The Master Schedule DID (M-002) must capture timelines and sequence of the activities to meet this requirement.

All work to be carried out for the De-mobilization Plan must ensure to abide by the Build-in-Canada Policy.

Directions:

The Contractor must provide a De-mobilization Plan with proposed required changes to the vessels to ensure the release from service state of the vessels. The Plan must be reviewed and accepted by the Technical Authority within 6 months prior to end of vessel service.

3. DELIVERABLES:

Within 6 months prior to end of vessel service

One electronic copy of the De-mobilization Plan must be provided to the Technical Authority for review and acceptance six months prior to end of vessel service.

j. DID T-003 Maintenance Plan

1. PURPOSE of DID:

The purpose of this DID is to define for the Contractor the requirements for the Maintenance Plan (MP).

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-002 Master Project Schedule
DID M-005 Project Progress Reports

3. PREPARATION INSTRUCTIONS:

Format:

The MP must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The MP must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both Microsoft Word and PDF files.

Requirements:

The Contractor must provide a MP indicating its approach to maintaining the vessels.

The Maintenance Plan must describe in detail the maintenance regime to be implemented throughout the duration of the contract, in order to meet required towing and class requirements and classification, as well as routine maintenance work to preserve condition of the vessels, as required and continue to meet the baseline requirements.

Maintenance activities and sequencing must be captured in the Master Schedule DID (CDRL M-002).

All work to be carried out for the Maintenance Plan must ensure to abide by the Build-in-Canada Policy.

Directions:

1 Month after Contract Award

Following discussions with Canada, at the Project Initiation Meeting, the Contractor must provide an amended Final Maintenance Plan.

Quarterly

The Contractor's Maintenance Plan must be kept current with any changes reported through the Project Progress Reports.

4. DELIVERABLES:

1 Month after Contract Award

One electronic copy of the Final Maintenance Plan must be provided to the Technical Authority for review and acceptance one month after the contract effective date.

Quarterly

One electronic copy of the Contractor's Maintenance Plan in PDF is to be provided to the Technical Authority as part of the Project Progress Reports

k. DID Q-001 Safety Management Plan

1. **PURPOSE of DID:**

The purpose of this DID is to identify to the Contractor the requirements for the development and presentation of the Safety Management Plan.

2. **ATTACHMENTS and APPLICABLE REFERENCES:**

Attachments: N/A

References: DID M-005 Project Progress Reports

3. **PREPARATION INSTRUCTIONS:**

Format:

The Safety Management Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Safety Management Plan must be provided in Microsoft Word or as a searchable PDF for all versions prior to the final version. The final version of the Safety Management Plan must be provided in PDF files.

Requirements:

The Safety Management Plan must include all the processes, procedures, standard practices, approaches, etc., that are used in ensuring a safe working environment. The major functional requirements of the Safety Management Plan must include, as a minimum, the following procedures:

- a) Reporting procedures for accidents, hazardous occurrences, and nonconformities;
- b) Procedures covering preparation for, and response to, emergency situations;
- c) Procedures for internal audits, management reviews, and dealing with nonconformities;
- d) Procedures covering shipboard maintenance and associated records for plant and equipment that has been fitted to ensure safe vessels operation and environmental protection;
- e) Procedures covering operations of shore-based management and vessels with respect to the ISM Code;
- f) Procedures covering document control and the maintenance of records;

- g) Procedures covering the assignment, competencies, and qualifications of shipboard personnel;
- h) An established Hazard Identification & Risk Assessment Methodology/Task Hazard Analysis and appropriate controls; and
- i) Clear levels of authority, clearly defined responsibilities & lines of communication between CCG and Contractor.

The Contractor must participate in a CCG-lead Safety Management System (SMS) audit to ensure conformance with the CCG SMS. Corrective actions to address non-conformities must be agreed upon by CCG prior to commencing work.

The Contractor must demonstrate that they have conducted a Hazard Identification and Risk Assessment for work to be conducted, and for the personnel aboard the vessels, and that all control measures have been taken to eliminate or reduce risk to as low as possible.

Directions:

The Contractor must submit a Safety Management Plan including, at a minimum, the elements note above, along with a Hazard Identification and Risk Assessment and any identified corrective measures, for review and acceptance to the Technical Authority.

4. DELIVERABLES:

Within 1 Month After Contract Award

One electronic copy of the Safety Management Plan must be provided to the Technical Authority for review and acceptance one month after the contract effective date.

I. DID I-001 Skills and Knowledge Transfer Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Skills and Knowledge Transfer Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-002 Master Project Schedule
DID M-005 Project Progress Reports
DID M-006 Project Review Meetings
DID I-007 Human Resources Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Skills and Knowledge Transfer Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Skills and Knowledge Transfer Plan must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Requirements:

The Skills and Knowledge Transfer Plan must define and describe in detail all aspects of the Contractor's approach to provide CCG staff personnel with large vessel towing best practices, procedures, familiarization and education.

The Skills and Knowledge Transfer Plan must address these 5 education types and support, as a minimum:

6. In-class familiarization (I-002);
7. Simulation (I-003);
8. Live demonstrations and deck exercises (I-004);
9. Real life exercises (I-005); and
10. Support to CCG College (I-006).

The Skills and Knowledge Transfer Plan itself must cover each of the topics above in detail to provide clarity on the Contractor's approach and sequencing. Preference should be given to a linear sequencing approach to providing the above-noted education types; however, this is not a requirement. Details to be further elaborated upon in sub-plans (specific DIDs for the sub-plans are indicated above).

Directions:

Within 3 month after Contract Award

The Skills and Knowledge Transfer Plan submitted at 3 months after contract award must describe in detail how the plan submitted at bid proposal will be executed and must include the curriculum, lesson plans, and training objectives for each element of the Plan.

4. DELIVERABLES:

Within 3 months after Contract Award

One electronic copy of the Final Contractor's Skills and Knowledge Transfer Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority.

m. DID I-002 In-Classroom Familiarization Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the In-Classroom Familiarization Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The In-Classroom Familiarization Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The In-Classroom Familiarization Plan and associated training materials must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Where applicable, slides must be provided in MS PowerPoint.

Requirements:

The In-Classroom Familiarization Plan must define and describe in detail all aspects of how the Contractor intends to provide CCG staff personnel with large vessel towing best practices, procedures, familiarization and education, in an instructor-led classroom setting.

The **In-Classroom familiarization** must include, at a minimum, these elements:

- a) Presentation and familiarization of the large vessel towing equipment (kits);
- b) Competency descriptions for skills, knowledge and attitudes specific to large vessel towing and salvage operations;
- c) Scenarios and case studies that identify risks in large vessel towing operations; and
- d) Steps and procedures including but not limited to; scene assessment, communications, commands and signals, equipment set-up, line gun, messenger lines, hook-up, towing ops, towing safety, towing emergencies, ship handling etc.

Students may include officers and crew members from each CCG region as well as designated office workers from regional and national headquarters and instructors from the CCG College.

In-Classroom Familiarization will be provided in all three regions in coordination with the Technical Authority. The classroom component must be delivered in French or English as determined by the Technical Authority, and at facilities designated by the Technical Authority. The Contractor must deliver one course per CCG region per quarter with a maximum of 12 students per course. Canada reserves the right to cancel training sessions with 15 calendar days notice.

Directions:

Within 3 months after Contract Award

The In-Classroom Familiarization Plan submitted at 3 months after contract award must describe in detail how In-Classroom Familiarization will be executed, and must include all the curriculum, lesson plans, training objectives and all training material for the instructor and the students.

The Contractor must also provide the Technical Authority with a written release and any other licence or authorization necessary to enable Canada to update, refine, translate, reproduce and use the Contractor provided training material so that Canada may conduct its own initial and recurrent training at the CCG College.

4. DELIVERABLES:

Within 3 months after Contract Award

One electronic copy of the Contractor's In-Classroom Familiarization Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority.

n. DID I-003 Simulation Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Simulation Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Simulation Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Simulation Plan and associated training materials must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Where applicable, slides must be provided in MS PowerPoint.

Requirements:

The Simulation Plan must define and describe in detail all aspects of how the Contractor intends to utilize a simulator to provide CCG crew with large vessel towing best practices, procedures, familiarization and education.

The **Simulation Training** must include these elements, as a minimum:

- a) Marine Class A or Class B ship simulator for towing scenarios;
- b) Three simulation scenarios that depict 20,000T+ ships in various weather and sea states; and
- c) Evaluation criteria for the successful completion of simulation missions.

NOTE: Ideally the simulator will have 360 degree field of view with towing vessels math models as its own ships.

The Contractor must deliver one course per quarter to a maximum of 12 students per course at a facility within Canada. Students for this training will be selected by Canada from students who have completed the In-Classroom Familiarization.

Directions:

Within 3 months after Contract Award

The Simulation Plan submitted at 3 months after contract award must describe in detail how simulation will be used to demonstrate large vessel towing best practices and procedures, and must also include the curriculum, lesson plans, training objectives and all training material for the instructor and the students.

4. DELIVERABLES:

Within 3 months after Contract Award

One electronic copy of the Contractor's Simulation Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority.

o. DID I-004 Live Demonstrations and Deck Exercises Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Live Demonstrations and Deck Exercises Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Live Demonstrations and Deck Exercises Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Live Demonstrations and Deck Exercises Plan and associated training materials must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Where applicable, slides must be provided in MS PowerPoint.

Requirements:

The Live Demonstrations and Deck Exercises Plan must define and describe in detail all aspects of how the Contractor intends to provide CCG crew with large vessel towing best practices, procedures, familiarization and education while onboard the Contractor's vessels.

The **Live Demonstrations and Deck Exercises** must include, at a minimum, all elements of the in-class training, though aboard the ship:

- a) Presentation and familiarization of large vessel towing equipment (kits) descriptions;
- b) Competency descriptions for skills, knowledge and attitudes specific to large vessel towing and salvage operations.
- c) Scenarios and case studies that identify risks in large vessel towing operations.
- d) Steps and procedures including but not limited to; scene assessment, communications, commands and signals, equipment set-up, line gun, messenger lines, hook-up, towing ops, towing safety, towing emergencies, ship handling etc.

Directions:

Within 3 months after Contract Award

The Live Demonstrations and Deck Exercises Plan submitted at 3 months after contract award must describe in detail how live demonstrations and deck exercises will be used to demonstrate large vessel towing best practices and procedures, and must include the curriculum, lesson plans, and training objectives.

4. DELIVERABLES:

Within 3 months after Contract Award

One electronic copy of the Contractor's Live Demonstrations and Deck Exercises Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority.

p. DID I-005 Real Life Exercise Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Real Life Exercise Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Real Life Exercise Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Real Life Exercise Plan and associated training materials must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Where applicable, slides must be provided in MS PowerPoint.

Requirements:

The Real Life Exercise Plan must define and describe in detail all aspects of how the Contractor intends to provide CCG crew with large vessel towing best practices, procedures, familiarization and education using the ETV and an additional ship in real life exercises.

The Real life exercises, must be developed by the contractor and accepted by CCG and must provide an exercise plan utilizing the ETV and an additional ship as a "casualty" vessel for demonstration of towing procedures and program exercises.

The Contractor must develop exercise scenarios for each ETV on a yearly basis in coordination with the Technical Authority. The exercise scenarios must include at minimum, the ETV and a "casualty" vessel for practice towing. The Contractor must accommodate up to eight observers, designated by CCG, on the ETV and "casualty" vessel. The Contractor must deliver the exercise scenario at least 3 months prior to its proposed date. The Technical Authority will schedule the exercise no earlier than the proposed date and no later than one month past the proposed date.

Directions:

Within 3 months after Contract Award

The Real Life Exercise Plan submitted at 3 months after contract award must describe in detail how real life exercises using at a minimum 2 vessels will be used to demonstrate large vessel towing best practices and procedures, and must include the curriculum, lesson plans, and training objectives.

4. DELIVERABLES:

Within 3 months after Contract Award

One electronic copy of the Contractor's Real Life Exercise Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority.

q. DID I-006 Support to CCG College Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for the Support to CCG College Plan to the Contractor.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The Support to CCG College Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The Support to CCG College Plan and associated training materials must be provided in a searchable PDF format for all versions prior to the final version. The final version must be provided in both MS Word and PDF files.

Where applicable, slides must be provided in MS PowerPoint.

Requirements:

The Support to CCG College Plan must define and describe in detail all aspects of how the Contractor proposes to provide the CCG College with support in developing its own long-term training curriculum for large vessel towing with CCG assets.

The Contractor must provide Subject Matter Expert (SME) support to the CCG College in its development of its own ETV training package. The Contractor must provide ten calendar days of SME support every year throughout the Time Charter period.

Directions:

Within 3 months after Contract Award

The Support to CCG College Plan submitted at 3 months after contract award must describe in detail how the Contractor proposes to support CCG College in the development of their own long term curriculum include the curriculum, lesson plans, and training objectives.

4. **DELIVERABLES:**

Within 3 months after Contract Award

One electronic copy of the Contractor's Support to CCG College Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority

r. DID I-007 Human Resources Plan

1. PURPOSE of DID:

The purpose of this DID is to identify the requirements for Human Resources (HR) Plan.

2. ATTACHMENT and APPLICABLE REFERENCES:

Attachments: N/A

References: DID M-001 Project Management Plan
DID M-005 Project Progress Reports
DID I-001 Skills and Knowledge Transfer Plan

3. PREPARATION INSTRUCTIONS:

Format:

The HR Plan must be prepared in the Contractor's template and must be accepted by the Technical Authority.

The HR Plan must be provided in a searchable PDF format for all versions prior to the final version. The final version of the HR Plan must be provided in both Microsoft Word and PDF files.

Requirements:

The HR Plan must describe, at a minimum:

- a) The Contractor's HR staffing practices;
- b) The qualifications and certifications for the ETV crew; and
- c) The training qualifications for the resource responsible for the delivery of the Skills and Knowledge Transfer component of the contract.

The HR Plan must provide the Contractor's approach to employee retention and hiring to ensure emergency towing personnel with required experience and certification will be available for the duration of the contract and into the optional extension period.

The Contractor must define the roles and responsibilities of its personnel identified in the HR Plan, including any reporting relationships.

The Contractor must provide a list of key project management personnel and their resumes that will be involved in the ETV project.

Evidence of professional competency and experience of the proposed vessel crew must be produced to CCG prior to delivery (and upon request at any time). This must include all crewmembers having attended an emergency towing course provided through an established in-house training program or, by a marine training institution or external service provider. Demonstrable emergency

towing experience may consist of any combination of participation in documented actual incidents, participation in an emergency towing vessel response scheme or organization, participation in live vessel training exercises using large commercial vessels and simulator training involving any or all of the former.

The Contractor's HR Plan must be kept current and align with the overall Project Management Plan developed for DID M-001 and be kept current for the duration of the Contract and be reported upon in the Project Progress Reports.

Directions:

Within 1 Month after Contract Award

The Contractor must provide a Final HR plan as described above.

4. DELIVERABLES:

Within 1 month after Contract Award

One electronic copy of the HR Plan in PDF and one electronic copy in Word are to be provided to the Technical Authority for review and acceptance.