

# BRIDGE and ENGINE BELL BOOK



# USNS

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MILITARY SEA TRANSPORTATION SERVICE  
DEPARTMENT OF THE NAVY

## INSTRUCTIONS

1. The Bridge and Engine Bell Book is an adjunct to the ship's log. Its primary purpose is to accurately record the transmission and receipt of engine orders. It further provides a convenient means for recording all information pertinent to maneuvering while entering or departing port, or while shifting berth.
2. The book is designed for use by the bridge and engine room(s) in both single and twin-screw ships. All information on upper left pages will be completed by bridge operators. (Names of pilots will include first name or initials.) Engine operators will only complete the first two lines on this page.
3. Applicable boxes on the top of right pages will be checked by bridge and engine operators. Separate books will be maintained for twin-screw ships with engines located in separate spaces. Applicable boxes at the top of right page will be checked by engine operators to reflect appropriate engines. The RPM column shall be completed only by engine operators.
4. Approved symbols, as indicated, will be used for recording bells. Time will be entered in four-digit numbers, commencing at 0001, one minute past midnight, to 2400, the following midnight.
5. No alterations or erasures will be made in the book. When a correction is necessary, a single line shall be drawn through the original entry so that the entry remains legible. The correction shall be initialed by the person keeping the record. All information pertinent to maneuvering shall be recorded under "Remarks."

6. Bell book(s) shall be kept from:
  - a. Arrival to finished with engines (FWE).
  - b. Standby engines (SBE) to departure.
  - c. Whenever the ship is shifted in a harbor under her own power.
  - d. When otherwise deemed appropriate by the master.
7. The master will insure that bell books are available at all times on the bridge and in the engine room(s) and that officers on watch properly and accurately record all signals.
8. After the engines have been rung off on conclusion of a maneuver, officers recording the bells shall sign the book in the space designated. In the event an officer is relieved during a maneuver, a notation to this effect will be made in the remarks column, with the time and signature of the officer being relieved. The relieving officer will sign the book in the space provided at the bottom of the right page.
9. Bell books will be retained on board for six months after completion and then transferred to the home port commander. Bell books will be retained by the home port commander for three years from date of last entry and then destroyed.

PORT		VOYAGE NO.	
<input type="checkbox"/> ARRIVAL	<input type="checkbox"/> DEPARTURE	DATE	TIME
PILOT		ON BOARD	
AT THE CONN FROM		TO	
		DISCHARGED	
PILOT		ON BOARD	
AT THE CONN FROM		TO	
		DISCHARGED	
EMERGENCY STEERING MANNED		SECURED	SBE
		FWE	

## \* BELL SYMBOLS

<u>AHEAD</u>	<u>BACK</u>
SLOW <u>1</u>	SLOW <u>—</u>
HALF <u>4</u>	HALF <u>+</u>
FULL <u>4</u>	STOP Z
EMERG. <u>④</u>	FULL <u>  </u>
	EMERG. <u>○</u>

**REMARKS**

**WATCH OFFICER'S SIGNATURE**