USNS GENERAL JOHN POPE, (T-AP 110)
FPO San Francisco, California 96601

1 MAY 1968

I-N-D-E-X F-O-R

STANDING ORDERS

USNS GENERAL JOHN POPE, (T-AP 110)
FPO SAN FRANCISCO, CALIFORNIA 96601

1 May 1968

STANDING ORDER #1: LOG BOOK: LOG SHEETS AND BELL-BOOK

1. The "Engine Room Log Book" and Beel-Book" must be filled out carefully, neatly, accurately, and in their entirety except for the page numbers. The page numbers will be affixed in the Log Room. Entries are useless unless they represent a true and accurate picture of plant performance. There will be no erasures, in case of erroneous entry, draw one line only through the error and then enter the correction and initial the error.

2. ENGINEERING LOGS:

(a) The After Engine Room will be the Control Engine Room and at 1200 hours, the mechanical revolution counter readings, located on the shafts immediately after bulkhead #146, will be recorded at 1200 hrs. This counter reading will be entered in the Log Book.

(b) In the space reserved for remarks: all pertinent information concerning the Engine Room and not contained in the Log Book Form shall be recorded in this space; such as casualties, repairs, injuries to personnel and men missing watches. In short, anything occurring outside of an ordinary watch operation must be recorded.

(1) Full particulars of every injury, however, slight or serious illness of the officers or crew on watch are to be recorded and the Bridge notified. In case of any illness or serious injury, immediately obtaine medical assistance for the person in need. The report will be made immediately after occurrence to the Bridge, Chief or First Assistant Engineer at sea, and again at 0800 hours in Port, the same will be recorded in detail on the Engineering Log Sheet.

(2) All accidents resulting in loss of any kind, the loss, serious injury or derangment of any machinery or equipage of any kind shall be recorded along with the attending circumstances.

(3) When a watch stander fails to stand his full watch or any part of it, record the time he appeared for or left his line of duty.

(4) The time when any particular derangement, drill or other than normal routine service performed, such as; preparing ship for sea, making any changes in the disposition of the Engines, boiler or auxiliary equipment and the like shall be recorded in the Engineering Log.

(5) An explicit record shall be made of any test or repair, or any defects disclosed with the operation of water-tight doors (power operated) and any valve operating gear, indicator or alarm.

(6) It is essential that the Revolution Counter (Mechanical Located directly on the shafts) and the Fuel oil Meters as well as the time the readings of each were taken, be recorded at all arrivals, departures and Port moves. The Bridge will notify the Engine Room as to the time of Arrivals and departures. The aforementioned will slso be recorded at "STANDBY" and again at "FINISHED WITH ENGINES". In addition to this entry in the Engineering Log, the same must be recorded in the Bell-Book. Endeavor to coincide the time with the other engine room regarding arrivals, departures and speed changes as well as drills.

(c) Enter only the last six (6) digits for the propeller shaft counter as well as the Fuel oil Meter readings to the closest ZERO. Total meter readings of both boilers whether steaming or not for this entry.

(d) Fill in all blanks as required and in addition record each ship service generator thrust reading in right hand column, left blank in the Generator section and record the H.P. & L.P. thrust readings of the Main Propulsion Turbines in the blank spaces under Miscellaneous.

(e) At anytime (after arrival or while in port) when either or both of the Main Propulsion Units are put on the Jacking Gear, notify the Bridge of this action; also notify the bridge when either or both Jacking Gear are secured. Note this action in the Remark Column of the Engineering Log.

(f) At any time an auxiliary generator is taken off the line, except in cases of serious derangement, test and log the overspeed trip Revolutions. Before placing a Generator on the line hand trip the governor no less than three (3) times to determine that the throttle action is free and the throttle closes before the generator maintains normal speed, also overspeed the Generator and log the R.P.M. at which the Overspeed Governor tripped. Note these actions in the Generator Log. Caution: DO NOT ATTEMPT to reset the Governor until the speed of the machine has reduced to about ONE HALF normal. Contrary to this will result in bending the OVERSPEED TRIP PIN. NOTE: At no time will a generator be put in service with a faulty or inoperable Governor. Notify the Chief or First Assistant Engineers as soon as this deficiency is found.

(g) In Port, the Engineer Duty Officer with the "DAY DUTY" will be responsible for writing the log for that period of time covering his "WATCH or DUTY". An Engine Log will be made each and every day whether steaming or secure and will be signed by the DAY ENGINEER as well as the NIGHT ENGINEER.

W. S. Chamberlain
Chief Engineer

(h) At sea the Senior Engineer of the Watch shall write up and sign his "LOG" for that period of time covering his watch before leaving the Engine Room. The relieving Engineer will see this is complete before completing the relief.

(i) Should occasion arise that it is necessary to reduce speed on the Main Propulsion Unit, put the Engine Order Telegraph in the position of speed of which you consider you can maintain, and when time is available notify the Bridge of this condition. When possible to restore normal operation notify the Bridge of such and the Deck Officer will place the Telegraph at the speed required.

3. BOILER ROOM OPERATING RECORD:

(a) All spaces will be filled in as required. In addition the Second Assistant Engineer will record the boiler water test results each watch in a stamped outlined space, as well as the amount of boiler water treatment added. He will also record the "STEAMING HOURS".

4. LOW PRESSURE DISTILLING PLANT OPERATING RECORD:

(a) Record the time and distribution of all changes of discharging distilled water from the Evaporators.

(b) Record the amount of Chlorine added as well as Vap-Jel.

(c) The Junior Engineers in the ~~Forward~~ After Engine Room will check that this Log sheet is properly made out.

(d) Fill in all spaces as noted.

5. ENGINEER BELL-BOOK, MSTS FORM 5211-3 (Rev.4-61)

(a) This form will be filled in its entirety and each Engineer will sign the same directly under the last recording entered on his watch.

(b) FREQUENCY OF USE OF ENGINEER'S BELL-BOOK. The Engineer's Bell-Book will be maintained only during the period when maneuvering of the engines is expected, i.e., from standby to full ahead on departure, from standby to finish with engines on arrival, and during other periods when the engines are placed on standby for the purpose of rapid maneuvering in thick weather, crowded waters, etc.

(c) INSTRUCTIONS FOR USING ENGINEER'S BELL-BOOK

(1) Regard printed instructions contained on the reverse side of cover.

(2) A separate sheet shall be used for each day on which engine signals are recorded.

(3) Enter the designation of shaft for which the particular bell book is being kept, i.e., port or starboard.

(4) At the end of each watch during which engine orders have been entered in the engineer's bell book, the senior watch engineer in the engine space so reporting shall sign his name and enter the date on the line directly below the last signal received during his watch, signifying to the correctness and accuracy of the recordings above his name.

(5) Alterations or erasures are not permitted. Necessary corrections shall be made and initialed.

[signature]
Chief Engineer

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STANDING ORDER #2 - ROUTINE DUTIES.

In addition to the normal routine duties and general attention to the operation of each Engine Room, or assignment, during the normal watch period or tour of duty, the attention of each of the following is directed to the particular systems appearing under their rating. This particular attention is concerned with the general maintenance, operation, repair and appearance. Each Engineering Officer is permitted access to any and all Instruction Books, Specific Instructions, BuShip Manual, and personal assistance on request. He will request permission from the First Assistant Engineer to conduct tests and trials as required by the instruction books furnished by the vendors for that particular equipment. Permission from the First Assistant Engineer will also be required previous to making repairs. Work Books and servicing charts will be made up and maintained by the assigned Engineers as a record. The work books will be given to the First Assistant Engineer once a week, who in turn will record the pertinent information on the charts and in the Machinery History as a permanent record.

FIRST ASSISTANT ENGINEER:

He will act as the Executive Engineering Officer and will record and lay out the work.

DAY SECOND ASSISTANT ENGINEER:

He will carry out the duties of making necessary repairs as laid out by the First Assistant Engineer. All day workers will generally be under his supervision and care at sea as well as in Port.

SECOND ASSISTANT ENGINEER ASSIGNED TO EACH ENGINE ROOM

In general, he will be concerned with the particular Engine Room to which he is assigned. His particular attention will be directed to the Boilers. Boiler controls, High pressure Feed System, Feed Water, Feed Water Treatment, Fuel oil Service System, Fire Room Piping and Forced Draft Blowers. Fuel oil Stowage and Tanks.

THIRD ASSISTANT ENGINEERS ASSIGNED TO EACH ENGINE ROOM

8-12 WATCH; Their particular attention will be directed to the Compressed Air System, Bilge System, Saltwater Circulating System, exhaust Steam System, Fire System, Fire Fighting Equipment, Sanitary Flushing System, Auxiliary generators, Potable Water System.

12-4 WATCH: Their particular attention will be directed to the Main Propulsion Machinery, Air Ejector System, Condensate system, Condensers, Feed Water Heater Low Pressure Feed System, Lube Oil Purifier and Return Steam Lines.
Under no condition will vigilance be neglected from the Engine Room in general to any particular assignment as noted above.

CHIEF ELECTRICIAN: All Electrical Maintenance and repair. He only will grease Electric motor bearings. He will record the Megger Readings. Maintain Battery Tray Records and conduct tests as required by BuShips Manual and U.S. Coast Guard.

STANDING ORDER #2 - Cont'd

CHIEF REFRIGERATION ENGINEER:

He will take care of the repair and maintenance of all Refrigeration equipment and scuttle butts and heat regulation (68° F. to 72° F.)

Chief MACHINIST:

He will record all machine work or repairs he has completed in a work book provided for the same.

Chief PLUMBER:

His duty will be to maintain and repair all plumbing, Steam heat, Fresh Water and Firemains and will record repairs in a work book provided for this purpose.

Deck ENGINEER:

He will maintain and repair the following: Steering Gear, Lifeboat Motors, Emergency Diesel Generator, Ship's Service Air Compressor, all operating Rods, Galley, Bake Shop, Dishwashing Machine, Butcher Shop, Laundry Equipment, Lifeboat and Cargo Winches, Anchor Windlass and Capstan, and Welding. After completing repairs to any of the above subjects, he will make a record of all such repairs. The Diesel Fire Pumps will be run 15 minutes once each week and will produce enough pressure to open the relief valve when set to 125# pressure.

NOTE: 1. The Chief Electrician ONLY will grease the Electric Motors.

2. Should the work load prove too great in any assignment assistance will be given as needed.

W. A. C. Chamberlain
Chief Engineer

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STANDING ORDER #3 - LIBERTY
Ref: Ship's Order #17

1. While this vessel is in port all officers and crew members will sign in and out in the gangway log. It will be the responsibility of the Senior Deck Officer to insure this order is fully complied with.

2. At 0800 hours each day or as soon thereafter as is feasible, the First Assistant, or in his absence, the Day Second Assistant Engineer will actually "sight every officer and non-licensed man who should be present that day to determine that each is actually present and that no one, not previously reported, is ill, injured, or otherwise incapacitated. Falsifying a muster is punishable by discipilinary action.

3. Should any member be absent without proper authorization, every practicable means shall be taken immediately to establish that the person is in fact absent. The fact shall be made a matter of record with appropriate entry on TIME and ATTENDANCE CARD. With the exception of arrival and departure day, this information shall be submitted to the Chief Engineer, so that further dissemination of this information can be promptly effected.

NOTE: In the Home Port, or any port, when it is not possible to report for duty on time, it will be wise to contact one of the Engineers on board as soon as possible by any means of communication, stating the reason for being late for duty. Annual leave may be granted but it is essential that the proper leave slips be prepared before going on Annual Leave.

4. Under the provisions of CMPI, Department Heads will take crew muster at pre at precisely one hour prior to scheduled sailing time in Port. The results of the muster will be reported to the Master no later than (15) minutes following official time of expiration of shore liberty, position code, name and designation will appear on the report.

NOTE: All hands are required to be on board by or before expiration of "LIBERTY" hours which will be posted on the bulletin board at the Gangway.

STANDING ORDER #3 - Cont'd

5. The command will not tolerate any deviation from referred regulations governing the general conduct and administration of ship's personnel, and will expect just and equitable proposals for disciplinary action in all cases of violators.

6. It is essential that all hands returning from shore leave report on board in a sober and stable condition. A muster of all Engine Department personnel will be called one (1) hour prior to departure from the home port and one (1) hour prior to departure from each outport. All hands off watch will report as instructed.

GOVERN YOURSELF ACCORDINGLY

W. A. Thompson
Chief Engineer

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STANDING ORDER #4 - PERSONNEL RESPONSIBILITIES

The purpose of the following is to inform each and every member of the Engine Department what is expected of him as to his personal responsibilities, and can be enforced in its entirety at the will of the ship's Master.

1. It is essential that your quarters be kept in a clean and orderly manner at all times by stowing your personal belongings and luggage properly. (Men living in rooms having one spare bunk may use this spare bunk for stowing luggage on). Arrange your clothing on hooks especially provided for this purpose before retiring, or after changing when off Watch. Do not let dirty or sweaty clothing accumulate. Cigarette, cigar butts and match sticks are to be kept in ash trays and not allowed to fall or be thrown on the deck. Tables and book shelves are provided as a convenience and not as catch-alls. They, too must be kept orderly and in shipshape manner. Coffeecups or food are not permitted in any quarters, as they attact vermin.

2. Bulkhead paint work must be kept clean and free of all finger marks and suggestive pictures. While at sea, your quarters are your home and reflect the same. Treat them as such. Furthermore, be considerate of others. Those of you who have a radio, keep them turned low so they do not disturbed others. Those of you who have bunk lights should use them when reading in bed. Do not use the overhead kights when others are sleeping unless it is absolutely necessary.

3. All quarters are inspected daily by the Ship's Officers while at Sea, and in Port they are inspected by the Command Inspection Team to see these orders are duly complied with.

4. Life preservers are to be stowed in racks provided for them, and are not permitted on the deck, nor are they to be used for any other purpose than that for which they are intended.

5. It is essential that each man use the bunk to which he is assigned as his crew list number and bunk number correspond to the number on the Fire and Boat Station Bill.

6. A special MSTS directive prohibits the wearing of GI clothing by MSTS employee.

W. S. Chamberlain
Chief Engineer

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STANDING ORDER #5 - PERSONNEL SAFETY PRECAUTIONS

1. Men engaged in the following work shall wear eye protection.

(a) Grinding
(b) Scaling
(b) Overhead Drilling
(d) Work involving Acid
(e) Electric or gas welding
(f) Babbiting
(g) Any other work which, in the opinion of the Officer in Charge of the station, is liable to result in an eye injury.
(h) At all times when working with any refrigerant, it is essential that eye protection be used.

2. When using any and all portable electric equipment, be sure the insurance ground wire (third wire) is connected.

3. Ear plugs are essential; Chapter 2-16-19, h. (2) "Wearing ear protection by watch personnel in those areas bearing "NOISE HAZARDOUS" signs is mandatory.

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Chief Engineer

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STANDING ORDER #6 - OVERTIME

1. The First Assistant Engineer will see that each member of the Engine Department is entirely familiar with this order.

2. Any and all overtime will be turned into the First Assistant Engineer for computation no later than 0800 hours the day following the day the overtime is worked. The overtime slips will be made out in their entirety with definite explanation as to the overtime duties performed. It will be the Section Head's duties to see that each man under his jurisdiction fills out his overtime properly, further it will be the Section Head's duty to initial and turn in the overtime slips. Those considered Section Heads: Day Second Assistant over all day workers; Chief Electrician over all electricians except watch standers; Chief Plumber over the plumbers. Each Senior Engineer will turn the overtime slips in for his watch. The overtime slips will be deposited in Engine Yeoman's Office.

3. The First Assistant Engineer will check the slips for validity and and initial the same. He will then have the Engine Yeoman compile the overtime slips so they will be on the Chief Engineer's desk for signature by 0900 hours every day except Saturday, Sunday, and Holidays when the ship is in Port, and on Sundays and holidays when the ship is at sea.

4. Overtime slips will be made out by the men working the overtime on blanks provided for the same. They will be made out in duplicate and in their entirety, with a definite description of the work performed. In additoon to the name, hours worked and worked performed, each man submitting overtime will put his article number on the upper right hand corner of the overtime slip. The duplicate will be initialed by the Section Head or Watch Engineer and retained by the crew member.

5. All irregular overtime must be approved previous to working the same, by the Chief or First Assistant Engineer.

6. When overtime is worked on two (2) or three (3) different pieces of equipment in one (1) tour of Overtime Duty, the overtime put in on each job will be written up separately on one blank.

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STANDING ORDER #7 - SECURITY

1. Fire Fighting and Safety Equipment.

(a) It shall be the responsibility of the Senior Watch Engineers to see that all safety and fire fighting equipment is in proper working order at all times. This shall include seeing that all CO2 bottles are in the proper place and ready for service, fire hoses properly connected to the mains and fitted with proper nozzles. This practice should become a habit.

(b) Any deficiencies found in the Safety Equipment will be reported to the Chief Engineer immediately. Also, if it should become necessary to discharge a CO 2 bottle, the incident shall be logged and the Chief Engineer shall be immediately notified so the used bottle can be replaced.

(c) It is every man's responsibility to notify his superior officer should he see anyone discharging or tampering with a CO2 bottle, or any other safety or fire fighting equipment. This equipment is placed on board for your protection, as well as the protection of the ship's entire crew.

2. BILGES.

(a) All valves on the Bilge and Ballast Systems will be kept closed when the pump is not in service. The Watch Engineer will check the manifolds at the pump to see that this order is complied with, particularly immediately after the Bilge Pump has been in use.

(b) The Bilges will be kept dry at all times. At no time will bilge water be permitted on tank tops. At no time will oil be pumped overboard within 100 miles of shore. Normally, bilges will not be pumped in Port or when close to land. Should it become necessary to pump bilges in Port or close to land, the pump may be run slowly and a constant watch kept at the suction so that the bilge is not pumped entirely dry and allow oil to be pumped overboard before the pump can be secured.

3. PORT SECURITY:

(a) During Donkey Watches in Port, the Watch Engineer will personally inspect all idle machinery spaces once each hr. The condition of bilges, presence of unauthorized persons, and any extraordinary condition shall be promptly dealt with and the incident logged. His particular attention is directed to watch for indications of fire.

STANDING ORDER #7 - SECURITY (Cont'd)

(b) At sea as well as in Port, all doors to the Machinery Spaces must be kept closed.

(c) At no time will passengers or any other unauthorized persons be permitted in any machinery spaces without written permission from the Chief or First Assistant Engineer. All Engineers will see that this order is carried out.

(d) In any Port, particularly foreign ports any unusual sound or noise in way of ship's hull will be reported immediately to the Officer of the Deck and Guard if one is statined.

W. S. Chamberlain
Chief Engineer

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STANDING ORDER #8 - NORMAL PROCEDURE FOR PREPARING FOR SEA

NOTE: The following method of preparing for sea shall be carried out in detail.

1. Approximately four (4) hours previous to the posted sailing time, start the Main Lube Oil System. Test and record the Low Oil Alarm via the Main Lube oil Pump failure, and also record the pressure and level at which the alarm sounded. With the Jacking Gear Dis-engaged and all pressure off the Main Steam Line to the Throttle, try Lube Oil Pressure Trip. Do not start the Jacking Gear until the Lube Oil temperature is above 90 degrees fahrenheit.

2. When the proper Lube Oil temperature has been attained, start the Jacking gear and raise vacuum.

3. With the Jacking Gear in service, and previous to applying Gland seal steam, take and record the cold Trubine Rotor clearance.

4. When desired by the Bridge, or approximately one (1) hour previous to sailing time, start the Steering Gear motor and check the Steering gear with the Deck Officer on Watch. Previous to testing the Steering Gear, the Deck Officer should report that the Rudder is "all clear" of any obstructions. The Steering Engine Room will "Talk" the angle of degrees over the telephone with the Bridge, therby checking the Rudder Angle Indicator for synchronism. Examples: 15 degrees Right, 35 degrees right, Amidship, 15 degrees Left, 35 degrees Left, Amidship, Steering Gear test complete. During this test with the Rudder in 35 degree position, the clearance should be checked between the crosshead and the bumper stop. All four rams should record the same clearance when the ram system is free of air. Any discrepancies or deficiencies should be reported to the Chief or First Assistant Engineers immediately. Both Engine Rooms will synchronize their clocks with the Bridge or official time piece. All Telegraphs will be tested and found to be in perfect working order before the test is completed or accepted as satisfactory. These tests are to be recorded on the Engineering Log.

5. When steam is on the throttle, maintain the Lube Oil temperature at 110° F. Particular attention is directed to a possibility of considerable temperature fluctuations while maneuvering, in which case constant attention to the Lube Oil temperature will be required.

6. When the Main Unit has been warmed sufficiently, record the Hot Turbine Rotor Clearance.

7. When vacuum has been attained and all conditions are normal, advise the Bridge of same and ask if the propellers are clear before rolling the Main Unit on steam. When clearance has been received for warming the main Unit, dis-engage the Jacking Gear and secure same with a padlock provided for this purpose. (Before rolling the Main Line Shafts, always check them first to be sure they are free of any obstructions such as blocks, cables, etc.) Do not allow the Turbine Rotor to remain at rest longer than five (5) minutes at a time when steam is on the Gland Seal or throttle. One hour previous to sailing time is adequate time to roll the Main Unit with steam.

8. At "STANDBY", notify the Chief, First Assistant and Day Second Assistant Engineers. The First Assistant will report to the Fwd. Engine Room, and the Day Second Assistant Engineer will report to the After Engine Room where they will be in full attendance and charge when maneuvering from Stand-by to Departure, or to F.W.E. as the case may be. In case of any emergency, the Watch Engineer will assist as necessary. and will be directly concerned with all Auxiliary equipment. The Chief engineer, normally, will report to the After Engine Room, or will be in close attendance.

9. Maneuvering Speeds will be as follows, except when additional speed is requested from the Bridge in case of an emergency:

SLOW AHEAD:	20 R.P.M.	SLOW ASTERN:	15 R.P.M.
HALF AHEAD:	40 R.P.M.	HALF ASTERN:	30 R.P.M.
FULL AHEAD:	60 R.P.M.	FULL ASTERN:	45 R.P.M.

Numerous orepetitive ringing of the Engine Room telegraphs in the direction indicated, while maneuvering, is an emergency signal, and maximum power in that direction is required. Do not exceed the designer's limits over 20% for any long periods.

10. The above nine (9) items are for normal operation. Should an emergency arise in port that would necessitate immediate movement of the vessel, the Engineer in charge can disregard the above and use his own most expeditious method of getting underway. The value of the cargo and vessel greatly exceeds that of the power plant.

11. NOTE: WHEN ON STAND-BY FOR FOG OR POOR VISIBILITY AT SEA, IMMEDIATELY OPEN THE ASTERN GUARDING VALVE AND THROTTLE BY-PASS OR WARMING UP VALVES TO EQUALIZE THE PRESSURE, AND ALLOW THE THROTTLE TO OPERATE EASIER. WHEN THE ALL CLEAR SIGNAL IS RECEIVED, CLOSE THE SAME AS USUAL.

12. Should an emergency arise or a derangement occur that would necessitate a change in speed, adjust the engine order telegraph immediately to the speed possible to maintain.

13. When taking over the watch at Sea, test throttle valve by closing in until pressure starts to drop on H.P., then open full. Log this action.

Chief Engineer

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1 May 1968

STANDING ORDER #9 - LUBE OIL

1. MAIN SYSTEM:
   (a) The Main Lube Oil Systems will be maintained at the following levels at all times; Gravity or Service Tanks, at the internal or normal over-flow level, approximately 645 gallons; the Main Sumps at two (2) feet-three (3)) inch or 511 gallons by gage or working level. This system will be replenished with oil centrifugal from the Lube Oil Storage Tank ONLY. At no time will oil, removed from any other system, be used to replenish the Main Lube Oil System. When oil is required to be used for any other system it may be drawn from the main system and not from the Lube Oil Storage Tank. The Main Lube Oil System will be kept as fresh and clean as possible at all times.

   (b) The Lube Oil Centrifuge will normall be operated on the Main System twenty-four (24) hrs., of the day while the Main System is in operation except when it is secured for cleaning. At least once every five (5) days the centrifuge will be secured for cleaning, and oftener if necessary, and then restored to service. Two (2) samples of Lube Oil will be drawn off one (1) each day, one (1) from the inlet and one (1) from the outlet of the Lube Oil Purifier, and placed in racks provided for these samples bottles. The bottles or samples will be allowed to settle for one (1) week before destroying the same.

   (c) The Lube Oil Strainers will be cleaned twice each day and oftener if necessary. The Senior Engineer will standby and examine the Main Lube Oil strainer each time they are cleaned for any unusual collection of foreign substance that might appear in the strainers or on the Magnets. Should an unusual collection appear notify the Chief or First Assistant Engineers immediately as this could indicate deterioration of the Reduction gears. This also applies to the Ship Service Generators.

   (d) A Lube Oil Log will be maintained as to the Centrifuging of all Lube Oil. Any changes or repairs to the Lube Oil Purifier will be recorded in this book.

   (e) The entire Lube Oil System should be centrifuged once each voyage, the Lube Oil Sumps and Gravity Tanks inspected and cleaned once each six (6) months.

2. Auxiliary or Ship's Service Generators and Feed Pumps:
   (a) Normally the Generators will be changed over at each end of the voyage, the Lube Oil Batch centrifuged, the Sump inspected and cleaned if necessary and the Lube Oil Centrifuged back to the Sump.
   (b) Maintain the Lube Oil level at normal at all times.
   (c) A sample will be drawn from this system once each day, allowed to settle for twenty-four (24) hrs., inspected for sediment and water, then destroyed and another sample

STANDING ORDER #9 - Cont'd

(c) drawn. Any indication of water will be reported immediately and the Standby generator put on the line and the contaminated generator removed from service until repairs have been made.

3. LUBE OIL SUMPS AND RESERVOIRS:

(a) Maintain a normal working level at all times.

(b) When checking oil levels in Lube oil sumps or reservoirs and the same are only fitted with bayonet type sounding rods and the sump or reservoir is subject to water contamination, do not depend on the bayonet type gage alone. In-as-much as oil is lighter than water the oil film only will appear on the bayonet type gauge and will give a false indication. Use the drain bib or plug when the sump or reservoir is fitted with the same for detecting water contamination. Should the sump or reservoir indicate a low oil level always add oil to restore the safe operating level before draining off the water. While draining off the water add oil to maintain the safe level. When the water has been drained off check the oil level again and if necessary add more oil. Do not, at any time, operate equipment when the oil level is below safe or normal level.

(c) All sight glasses will be kept in an oil tight condition, free of all dirt and paint in order to serve the best purpose for which they are intended, pressure gages and thermometers are to receive the same attention.

(d) Oil alarms will be tested at regular intervals, a notation of which will be recorded in the Log Book.

(e) Any and all deficiencies noted will be immediately repaired and in cases where they can not be immediately repaired, they will be recorded in the log and again in the Engine Room work book. Where a serious deficiency is found the same will be reported immediately to the Chief Engineer.

4. DAILY SERVICE OR HAND OIL TANKS:

(a) There are six (6) Daily or Hand Lube Oil Tanks provided; two (2) in the forward Engine Room, two (2) in the After Engine Room. and one (1) each over the Port and starboard line shafts respectively.

(b) Any and all Lube Oil retained from leaks or Lube Oil that is considered unfit for sump purpose will be centrifuged and placed in the daily service tanks for hand oiling of the main line shaft bearings.

5. All Lube Oil struck from the Lube Oil Storage Tanks will be logged.

W. S. Chamberlain
Chief Engineer

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STANDING ORDER #10 - HIGH PRESSURE BOILER FITTINGS

Now that the U.S. Coast Guard Certificate is posted, it is imperative that each member of the Engine Department become morefamiliar than ever with the requirements printed in book form by the U.S. Coast Guard as General Rules and Regulations. These General Rules and Regulations are the minimum standard allowed to withstand pressure and temperatures as indicated, with a liberal factor of safety.

Consequently, all bolting material will be of U.S. Coast Guard requirements or better.

All studs and bolting material shall be equal or stronger than U.S. Coast Guard requirements. At no time will ordinary or cold rolled studs or bolts be used on high pressure flanges.

When overhauling wire drawn valves they shall and will be built up by welding and then machined true, if necessary they will be lapped in. At no time will they be machined deeper than the original finished surface. This does not include the seat or disc.

All pipes conveying steam of 150# pressure and above shall be extra strong.

All pressure welding will be done by a CERTIFIED WELDER.

Any valve that has been used for saltwater will never be permitted to be used for steam of any pressure or temperature.

A full set of U.S. Coast Guard General Rules and Regulations should be carried by EACH ENGINEER for reference and can be obtained at the Local Steamboat Inspection Office on request.

W. A. Chamberlain
Chief Engineer

USNS GENERAL JOHN POPE, (T-AP 110)
FPO San Francisco, California 96601

1 May 1968

STANDING ORDER #11 - OPERATING OF REMOTE CONTROL RODS:

1. No one will be permitted to disconnect any remote control or operating Rod without special permission from the Chief Engineer.

2. The Senior Watch Engineers will see these rods are all connected and in good operating condition on his particular watch. Should he finds any disconnected, he will notify the Chief Engineer and re-connect the same to best serve the purpose for which they are intended. Should one rod become stiff or inoperative, he will also log this deficiency and notify the First Assistant Engineer.

3. These rods will be serviced on a schedule which appears in these standing orders and not by disconnecting these rods because they are stiff or inoperative, the continual movement while serving the purpose they are are intended for they will always be in an operative condition.

4. This order is substantiated by the U.S. Coast Guard General Rules and Regulations, the BuShips Manual and by ordinary co mmon sense.

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Chief Engineer

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1 May 1968

STANDING ORDER #12 - DEGAUSSING CIRCUIT

1. The Degaussing Circuits will be energized at every opportunity with the purpose in mind of maintaining High Megger Readings. Preferrably four (4) hours per week.

2. A Cold Megger Reading will be taken and recorded on the Degaussing Test Chart, previous to Energizing the Circuit.

3. After the Cold Megger Reading has been taken, notify the Deck Officer on watch. He in turn will adjust the meter readings for that part of the Hemisphere by building the meter readings up in steps of 25% of the total required. Each step will be for a period of five (5) minutes each.

4. When De-Energizing the Degaussing Circuits with the current in one direction, bring the current to zero and energize the coils momentarily with maximum current in the opposite direction. Before the power is entirely removed from the Circuits, break the power in half for each step as mentioned before and then secure the power.

5. All data will be recorded in the "Ship's Force Degaussing Record", located in the envelope in the back of the Degaussing Folder.

6. Once each month remove the drain plugs in the connection boxes and check for moisture. Record any and all abnormal conditions.

7. This duty is assigned to the Chief Electrician.

W. A. Chamberlain
Chief Engineer

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FPO San Francisco, California

1 May 1968

STANDING ORDER #15 - REFRIGERATION SPACES

1. The following temperatures will be maintained with a tolerance of not more than 1 degree plus or minus. Any changes greater than these, it is mandatory, that the Chief Engineer be notified immediately.

BOX NO.	CONTENTS	TEMPERATURE
1	Frozen food, berries, ice cream, fruit	5° 8° F.
2	Chill, Milk, Medical Supplies	36° 38° F.
3	Meat	5° F.
4	Frozen Food, milk, ice cream, butter	5° F.
5	Vestibule, chill and thaw	38° 40° F.
6	Meat	5° F.
7	Chill Box for meat	36° 38° F.
8	Frozen food, ice cream	5° F.
9	Chill, fruit	36° 38° F.
10	Eggs	32° F.
11	Potatoes, Vegetables	40° F.
12	Ice Maker	5° 10° F.
13		

BE GUIDED ACCORDINGLY

[signature]
Chief Engineer

USNS GENERAL JOHN POPE, T AP 110
FPO San Francisco, California 96601

1 MAY 1968

STANDING ORDER #14

1. VENTILATION

Normal operation under moderate conditions, supply ventilation will be on low or moderate speed with exhaust ventilation on full speed.

2. SUMMER:

Summer operation Supply and Exhaust both on high.

3. AIR CONDITION:

Balance load with Supply and Exhaust blowers on slow to moderate speeds.

4. WINTER:

(a) Steam heat will be supplied to unit heaters to maintain the outlet air from the Supply Fan at a temperature between 68° and 72° F. The Refrigeration Engineers are assigned this duty. They will make con tinuous checks of fan rooms to maintain proper operation of thermo controlled heat units, by-passes will not be used.

(b) Electricians will adjust speed of blower motors similar to Air Condition operation (Item #3 above).

5. CLEANING

(a) Air filters will be cleaned in each air conditioning Unit once each two (2) weeks of operation. They will not be blown out in compartments where they are located. It is suggested that a vacuum cleaner be used for for this purpose.

(b) Once each voyage Air Filters in Fan Rooms will be cleaned. This is an obligation for the Wipers.

W. A. Thompson
Chief Engineer

USNS GENERAL JOHN POPE, T AP 110
Fleet Post Office, San Francisco
California 96601

1 May 1968

STANDING ORDER #15 - STEERING GEAR, INSPECTION OF

1. Not less than twice each four (4) hours watch, while underway, the Steering Gear will be inspected by Junior Engineer from forward plant.

2. He will particularly check the following:

(a) Both replenishing tanks must not be allowed to go below 1/4 of of a glass of oil nor above 7/8 of a glass of oil.

(b) Be sure the toggle pin locking the six-way Quick Change Valve is locked in place, the lever in the proper position for the pump in service and the removable pins locking the telemotor quadrants to the waterbury pump are locked securely in place.

(c) Be sure all bearings on the steering motor are running at normal temperature as well as the motor itself.

(d) Check the operation of the rudder carrier by noticing whether the rudder post chatters or not. If the carrier is dry, the rudder post will chatter.

(e) Check the rudder post packing making sure that it is not leaking, also whether any excess water is in the Steering Compartment.

(f) Make sure all light globes are burnin g.

3. Should any of the aforementioned be out of order, notify the Chief or First Assistant Engineer immediately.

W. A. Thompson
Chief Engineer

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FPO San Francisco, California 96601

1 MAY 1968

STANDING ORDER #16 - SPECIAL SEA DETAIL.

1. Special Sea Detail will consist of the following personnel:

First Assistant Engineer, Forward Engine Room
Day Second Assistant Engineer, After Engine Room
Second Electrician, Forward Engine Room
Chief Electrician, After Engine Room
Deck Engineer, Steering Gear

2. Special Sea Detail will be announced from the Bridge. However, the Bridge will notify the Engine Room one half (1/2) hour previous to setting detail. Chief Engineer, First Assistant Engineer, Day Second Assistant Engineer, and Chief Electrician may be called by telephone, 555 - 553 - 551 and 337 respectively. Second Electrician and Deck Engineer will be called in person.

3. Each station when manned will report to the After Engine Room who in turn will notify Bridge and Chief Engineer that each station is manned.

4. When notified of intention of setting Special Sea Detail, start Standby Lube Oil pump and Standby Boiler Feed Pump. These pumps will be activated in a very slow speed until the maneuvering operation has been secured, then both pumps will be secured. This will have the pumps ready for an emergency should the condition arise.

Chief Engineer

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FPO San Francisco, California 96601

1 May 1968

STANDING ORDER #17 - MANUAL CHLORINATION OF FRESH OR POTABLE WATER

The Senior Engineer in the After or Control Engine Room will be charged with the responsibility of seeing that the Evaporator Utilityman properly chlorinates the Potable Water System as follows:

1. In order to maintain the proper amount of Chlorine in the Potable water System an average of five (5) ounces of 10% Chlorine will be admitted into the test tank for every 1000 gallons of evaporated Sea Water. If both Evaporators sets are in operation ten (10) ounces of 10% Chlorine will be admitted to the drain tank for every 2000 gallons of evaporated Sea Water. The Chlorine will be added hourly for the purpose of equal distribution. The Senior Engineer in the After Engine Room will take a comparator tests of the water once each watch and enter the reading in the Chlorine Log Book. He will maintain a reading of between 0.2 qnd 0.4 with the Comparator by notifying the Evaporator utilitymanto either increase or decrease the amount of Chlorine added to the test tank.

2. A graduated Pyrex Becker is provided for measuring the required amount of chlorine. The Becker will be kept in a cardboard box and well secured to prevent breakage.

3. Safety precautions: Rubber gloves will be provided and will be worn when pouring or handling this Chlorine.

All glass containers for Chlorine must be well secured at all times to prevent breakage as the ship rolls.

Should any Chlorine be spilled or slop on the skin, immediately wash the affected parts with fresh water.

4. On the Distiller Log, record the time and amount of Chlorine injected into the potable water Storage System.

5. At no time will Chlorine be added into the system when the #1 & #2 Port & Starboard Deep Tanks are being filled. These tanks are for Boiler Feed purposes only.

6. Should it be necessary to use H.T.H. (A Chlorine Powder) use approximately one-eight (1/8 ounce per ton of water. A heaping tablespoon full of H.T.H. powder is approximately one-half (1/2) ounce. This powder will be used only when so ordered by the Chief Engineer.

STANDING ORDER #17 (Cont'd)

7. NORMAL PROCEDURES:

(a) Soon after sailing from the home port the soundings of all Potable water tanks will be given to the Chief Engineer and super-chlorination will be calculated on the basis of five (5) ounces of normal 10% chlorine to each 1600 gallons of Fresh Water contained in each tank.

EXAMPLE:

#3 Center Deep Tank: Full 84480 gallons

84480 ÷ 1600 = 52.8 or 53

5 x 53 = 265 ounces or 2.07 gals. of chlorine to be injected into the tank.

(b) Normally #3 center line deep tank will be used for Potable water Service.

NOTE: Usually Foreign Port Potable Water is adequately chlorinated and the tank may not necessarily be super-chlorinated.

Chief Engineer

USNS GENERAL JOHN POPE, T AP 110
FPO San Francisco, California 96610

1 May 1968

STANDING ORDER #18 - EMERGENCY SIGNALS, STANDARDIZATION

The following are the standard signals which will be heard on their particular meaning or situation. It is each man's duty to memorize the signals for his own particular welfare.

1. FIRE, COLLISION & GENERAL EMERGENCY; A steady ringing of the General Alarm bells & a continuous blast of ship's whistle for at least ten (10) seconds followed by appropriate announcement on the P.A. System.

2. NBC DEFENSE: Steady ringing followed by short & long rings on General Alarm bells for at least another ten (10) seconds. Supplementary P.A. announcement shall be made.

3. ABANDON SHIP: More than six (seven or more) short blasts and one long blast on the ship's whistle and same signal on General Alarm Bells, followed by P.A. announcement.

4. WHISTLE SIGNAL FOR HANDLING BOATS:

Lower boats - one short blast.

Stop lowering boats - two short blasts.

Recall & recover boats - A short, a long and a short blast.

5. MAN OVER*BOARD: Three long rings on General Alarm Bells, announcement on P.A. System and three long rings on General Alarm Bells.

6. STEERING CASUALTY: One long & two short rings on General Alarm Bells, announcement on P.A. System, one long & two short rings on General Alarm Bells.

7. DISMISSAL FROM ANY OR ALL DRILLS: Three short blasts on ship's whistle and the same signal on General Alarm Bells, followed by P. A. annoucnement.

W. J. Chamberlain
Chief Engineer