

CONTENTS

List of abbreviations	4
1. Communication	
1.1 Methods of transmitting information.....	6
1.2 Effective communication.....	12
1.3 Communication equipment	30
2. Personal safety	
2.1 Personal Protective Equipment.....	42
2.2 Rendering medical assistance	54
3. Personal life-saving appliances	64
4. Survival crafts and rescue boats	
4.1 Lifeboats and lifeboat launching	79
4.2 Liferrafts and rescue boats.....	90
5. Fire-fighting	
5.1 Nature of fire and its causes	101
5.2 Fire-fighting Appliances.....	107
6. Musters and Drills	
6.1 Crew training.....	
6.2 Emergencies and drills	133
6.3 Types of drills.....	142
Annex	153
References	