MARINE INFORMATION REPORT AND SUGGESTION SHEET INSTRUCTIONS

We value your suggestions to improve our products. The Marine Information Report and Suggestion Sheet is provided for users to submit corrective information. Please be complete and accurate in your description/suggestion and include the information as detailed below:

Observer: name(s) of person(s) making observation and rank, rate or title.
Ship/Organization: name of vessel or organization.
Address: complete mailing address. Also include telephone number, fax, and/or e-mail address, if available, in case clarification is required.
Date of Observation: day, month and year at which the observation was made.
Time of Observation: local time at which the observation was made.
Latitude/Longitude: exact position of the observation expressed as accurately as possible.
Datum: horizontal datum to which the observed position is referred (e.g. WGS, NAD83, local foreign datum, etc.).
Navigation System: method used to determine the position of the observation (e.g. radar, GPS, Loran, etc.). Include details about the equipment used, if deemed pertinent.
Verified by Navigator: indicate whether observation was verified by navigator.
Product(s) Affected: product number(s) and/or name(s) to which the observation applies (e.g. Chart 62400, Sailing Directions Pub. 127, etc.).
Edition: edition number and/or year of affected product.
Latest correction applied: the latest Notice to Mariners to which your copy of affected product has been corrected.
Sounding sensor or method used: equipment or method used to collect soundings. When reporting soundings, please provide an annotated echogram, if available, for verification.
Soundings corrected for draft: indicate whether soundings have been corrected for vessel's draft. If not, please include observed draft along with the details of information reported.
Details of Information Reported: use this space to provide details of the observation/suggestion. When referring to a charted feature, please describe it exactly as it appears on the chart. When referring to a publication, please indicate page number(s) and line number(s) or station number(s) as applicable. Use additional sheets as necessary and include diagrams, photocopies of the product(s) involved and/or photographs to describe observations in greater detail. If possible, include the designation, point of contact, telephone number, fax number and/or e-mail address of the local port authority to enable NGA to update our records and obtain additional or later information.
User Feedback: use this space to provide feedback and suggestions for improving NGA products and services.

Please detach, fold and mail the pre-addressed form and include any other relevant material or supporting information.

Reports which present an immediate hazard to navigation should be sent to the nearest NAVAREA Coordinator via coast radio stations. In general, these hazards would include major aids to navigation anomalies, discovery of obstructions or shoals with depths of less than 30 meters, floating dangers to shipping, and any situation deemed critical to safety of life at sea. For further information consult Notice to Mariners No. 1, paragraph 43 (Worldwide Navigational Warning Service).

Due to the large volume of information received, NGA cannot acknowledge receipt of every report. Some reports containing useful data are filed for use in the compilation of the next edition of the affected product. Others confirm or clarify previously reported information. Echogram traces are digitized and become part of out Bathymetric Database. Acknowledgment is made by inclusion in the Observer's List of the Notice to Mariners (page ii), or in some cases by letter from the Agency involved.

For additional information about various Hydrographic Reports, consult The American Practical Navigator (Chapter 30).

MARINE INFORMATION REPORT AND SUGGESTION SHEET

Observer _____ Ship/Organization _____

Address _____

_____

Email address _____

Date of Observation _____ Time of Observation (Local) _____

Latitude _____ Longitude _____ Datum _____

Navigation System _____ Verified by Navigator: Yes _____ No _____

Product(s) Affected _____ Edition _____

Latest correction applied: N.M. _____

Sounding sensor or method used _____ Sounding(s) corrected for draft: Yes ____ No _____

Details of Information Reported (continue on additional sheets as necessary) _____

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User Feedback (continue on additional sheets as necessary)

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SPRINGFIELD, VA 22150-7500

HYDROARC REPORT SHEET

Observer _____

Ship/Organization _____

Phone _____ Email Address_____

Describe Hazard (e.g. dredge, buoy, current meter, operations):_____

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Is hazard remotely monitored? Yes_____ No_____

If yes, list Internet URL where most recent position will be posted (if any): _____

Depth water column is occupied (e.g. “bottom to surface”, “surface to 500m”): _____

Date of Insertion_____ Latitude _____ Longitude_____

Date of Expected Removal _____

Most Recent Observation: Date _____ Time (Local) _____

Latitude _____ Longitude _____ Datum _____

Navigation System _____ Verified by Navigator: Yes _____ No_____

Sounding sensor or method used _____

Sounding(s) corrected for draft: Yes _____ No _____

Details of Information Reported (continue on additional sheets as necessary): _____

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