

### 3 Appendices

#### 3.1.1 Bunkering Safety Check-List – Pipeline to ship (Bulk Products)

Port \_\_\_\_\_

Berth/Facility \_\_\_\_\_

Ship \_\_\_\_\_

Shore Rep \_\_\_\_\_

Master \_\_\_\_\_

Date \_\_\_\_\_

#### 1. Bunkers to be Transferred

| Grade            | Tonnes | Vol. at Loading Temp | Loading Temperature | Max. Transfer Rate | Max. Line Pressure |
|------------------|--------|----------------------|---------------------|--------------------|--------------------|
| Fuel Oil         |        |                      |                     |                    |                    |
| Gasoil / Diesel  |        |                      |                     |                    |                    |
| Lub. Oil in Bulk |        |                      |                     |                    |                    |

#### 2. Bunker Tanks to be Loaded

| Tank No | Grade | Vol. of tank @ _____% | Vol. Of Oil in tank before loading | Available Volume | Volume to be Loaded | Total Vols. by Grade |
|---------|-------|-----------------------|------------------------------------|------------------|---------------------|----------------------|
|         |       |                       |                                    |                  |                     |                      |
|         |       |                       |                                    |                  |                     |                      |
|         |       |                       |                                    |                  |                     |                      |
|         |       |                       |                                    |                  |                     |                      |
|         |       |                       |                                    |                  |                     |                      |

#### 3. Checks Prior to Berthing

| Bunkering  | Ship | Shore | Code | Remarks |
|--|------|-------|------|---------|
| 1. The fenders have been checked, are in good order and there is no possibility of metal-to-metal contact. |      |       | R    |         |
| 2. Adequate electrical insulating means are in place in the barge-ship connection. <b>(34)</b>             |      |       |      |         |
| 3. All bunker hoses are in good condition and are appropriate for the service intended. <b>(7)</b>         |      |       |      |         |

| Item   | Ship | Shore | Code | Remarks  |
|--|------|-------|------|--|
| 4. The receiving vessel is securely moored <b>(2)</b>  |      |       | R    |  |
| 5. There is a safe means of access between the ship and shore <b>(1)</b>   |      |       | R    |  |
| 6. Effective communications have been established between ship and shore <b>(3)</b>  |      |       | A R  | (VHF/UHF Ch .....)<br>Primary System:<br>Backup System<br>Emergency Stop Signal: |
| 7. There is an effective watch on board the ship and ashore <b>(22)</b>  |      |       |      |  |
| 8. Fire hoses and fire fighting equipment on board the ship and ashore are ready for immediate use <b>(5)</b>  |      |       |      |  |
| 9. All scuppers are effectively plugged. Temporarily removed scupper plugs will be monitored at all times. Drip trays are in position on decks around connections and bunker tank vents <b>(10) (11)</b> |      |       | R    |  |
| 10. Initial line up has been checked and unused bunker connections are blanked and fully bolted. <b>(13)</b>   |      |       |      |  |
| 11. The transfer hose is properly rigged and fully bolted , secured to manifolds on ship and shore <b>(7)</b>  |      |       |      |  |
| 12. Overboard valves connected to the cargo system, engine room bilges and bunker lines are closed and sealed <b>(16)</b>  |      |       |      |  |
| 13. All bunker tank and where applicable, cargo tank, lids are closed <b>(15)</b>  |      |       |      |  |
| 14. Bunker tank contents will be monitored at regular intervals  |      |       | A R  | At intervals not exceeding ..... minutes   |
| 15. There is a supply of oil spill clean up material readily available for immediate use.  |      |       |      |  |
| 16. The main radio transmitter aerieals are earthed and radars are switched off <b>(42)</b>  |      |       |      |  |
| 17. fixed VHF/UHF transceivers and AIS equipment are on the correct power mode or switched off <b>(40)</b>   |      |       |      |  |
| 18. Smoking rooms have been identified on board and smoking restrictions are being observed  |      |       | A R  | Nominated Smoking Rooms Ship:  |
| 19. Naked light regulations are being observed <b>(37)</b>   |      |       | R    |  |

|  |  |  |          |  |
|--|--|--|----------|--|
| 20. All external doors and ports in the accommodation are closed <b>(17)</b>   |  |  | <b>R</b> |  |
| 21. Material Safety Data Sheets (MSDS) for the bunker transfer have been exchanged where requested <b>(26)</b>                 |  |  |          |  |
| 22. The hazards associated with toxic substances in the bunkers being handled have been identified and understood. <b>(27)</b> |  |  |          | H2S Content .....<br>Benzene Content ..... |

The presence of the letters 'A' or 'R' in the column entitled 'Code' indicates the following:

**A** ('Agreement'). This indicates that the referenced consideration should be addressed by an agreement or procedure that should be identified in the 'Remarks' column of the checklist, or communicated in some other mutually acceptable form.

**R** ('Re-check'). This indicates items to be re-checked at appropriate intervals, as agreed between both parties and stated in the declaration.

**Declaration.**

We have checked, where appropriate jointly, the items of the checklist in accordance with the instructions and have satisfied ourselves that the entries we have made are correct to the best of our knowledge.

We have also made arrangements to carry out repetitive checks as necessary and agreed that those items coded 'R' in the Check List should be re-checked at intervals not exceeding \_\_\_\_\_ hours.

If to our knowledge the status of any item changes, we will immediately inform the other party.

| <b>For Ship</b>        | <b>For Barge</b>       |
|------------------------|------------------------|
| <b>Name</b> .....      | <b>Name</b> .....      |
| <b>Rank</b> .....      | <b>Rank</b> .....      |
| <b>Signature</b> ..... | <b>Signature</b> ..... |
| <b>Date</b> .....      | <b>Date</b> .....      |
| <b>Time</b> .....      | <b>Time</b> .....      |

**Record of Repetitive Checks**

|                            |  |  |  |
|----------------------------|--|--|--|
| <b>Date:</b>               |  |  |  |
| <b>Time:</b>               |  |  |  |
| <b>Initials for Ship:</b>  |  |  |  |
| <b>Initials for Barge:</b> |  |  |  |

