

DE-BUNKERING SAFETY CHECK-LIST

Vessel	Name of vessel's owner/charterer
IMO nr	Name of ships agency
Gross tonnage	Name of contact at ships agency
Type of vessel	Telephone nr
Last port of call	Email

1. Checks by ship/barge prior to berthing

Bunkering	Ship	Barge	Code	Remarks
1. The barge has obtained the necessary permissions to go alongside delivering ship.	<input type="checkbox"/>	<input type="checkbox"/>		
2. The fenders have been checked, are in good order and there is no possibility of metal to metal contact.	<input type="checkbox"/>	<input type="checkbox"/>	R	
3. Adequate electrical insulating means are in place in the barge-to-ship connection. (34)	<input type="checkbox"/>	<input type="checkbox"/>		
4. All bunker hoses are in good condition and are appropriate for the service intended. (7)	<input type="checkbox"/>	<input type="checkbox"/>		

2. Checks prior to transfer

Bunkering	Ship	Barge	Code	Remarks
5. The barge is securely moored. (2)	<input type="checkbox"/>	<input type="checkbox"/>	R	
6. There is a safe means of access between the ship and barge. (1)	<input type="checkbox"/>	<input type="checkbox"/>	R	
7. Effective communications have been established between Responsible Officers. (3)	<input type="checkbox"/>	<input type="checkbox"/>	A R	VHF/UHF Ch Primary system Backup system Emergency stop signal
8. There is an effective watch on board the ship and on the barge or ship receiving bunkers. (22)	<input type="checkbox"/>	<input type="checkbox"/>		
9. Fire hoses and fire-fighting equipment on board the barge and ship are ready for immediate use. (5)	<input type="checkbox"/>	<input type="checkbox"/>		
10. 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. (10) (11)	<input type="checkbox"/>	<input type="checkbox"/>	R	
11. Initial line up has been checked and unused bunker connections are blanked and fully bolted. (13)	<input type="checkbox"/>	<input type="checkbox"/>		
12. The transfer hose is properly rigged and fully bolted and secured to manifolds on ship and barge. (7)	<input type="checkbox"/>	<input type="checkbox"/>		

Numbers in brackets refer to the Guidelines for Completing the Ship/Shore Safety Check-List in the ISGOTT.

A = agreement R = repetitive

DE-BUNKERING SAFETY CHECK-LIST – continued

Bunkering	Ship	Barge	Code	Remarks
13. Overboard valves connected to the cargo system, engine room bilges and bunker lines are closed and sealed. (16)	<input type="checkbox"/>	<input type="checkbox"/>		
14. All cargo hatch lids are closed. All bunker tank hatch lids are closed. (15)	<input type="checkbox"/>	<input type="checkbox"/>		
15. (Bunker) tank contents will be monitored at regular intervals.	<input type="checkbox"/>	<input type="checkbox"/>	A R	At intervals not exceeding minutes
16. There is a supply of oil spill clean-up material readily available for immediate use.	<input type="checkbox"/>	<input type="checkbox"/>		At intervals not exceeding minutes
17. The main radio transmitter aerials are earthed and radars are switched off. (42)	<input type="checkbox"/>	<input type="checkbox"/>		
18. Fixed VHF/UHF transceivers and AIS equipment are on the correct power mode or switched off. (40)	<input type="checkbox"/>	<input type="checkbox"/>		
19. Smoking rooms have been identified and smoking restrictions are being observed. (36)	<input type="checkbox"/>	<input type="checkbox"/>	A R	Nominated smoking rooms tanker Nominated smoking rooms barge
20. Naked light regulations are being observed. (37)	<input type="checkbox"/>	<input type="checkbox"/>	R	
21. All external doors and ports in the accommodation are closed. (17)	<input type="checkbox"/>	<input type="checkbox"/>	R	
22. Safety Data Sheets (SDS) for the bunker transfer have been exchanged where requested. (26)	<input type="checkbox"/>	<input type="checkbox"/>	R	
23. The hazards associated with toxic substances in the bunkers being handled have been identified and understood. (27)	<input type="checkbox"/>	<input type="checkbox"/>	R	H ₂ S content

Operational agreement

Estimated pumping rate in m³/hr

Maximum pressure at manifold in bar

Before starting any operations, please call Harbour Coordination Centre on VHF channel 11 or telephone nr +31102521000 in order to obtain permission. Email or fax: copy of Bunker Delivery Note (BDN) and (if available) copy of Analytical Report (Quality) to: hcc@portofrotterdam.com or fax nr +3110251600.

Surveyor appointed? yes no

De-bunker permission received? yes no

Name

Company

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DE-BUNKERING SAFETY CHECK-LIST – continued

DECLARATION

We have checked, where appropriate jointly, the items of the Check-list 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.

For ship

Name
.....
Rank
.....
Completed truthfully,
Signature

For barge

Name
.....
Rank
.....
Completed truthfully,
Signature

.....
Date

.....
Date

.....
Time

.....
Time

Record of repetitive checks

.....
Date

.....
Time

.....
Initials for ship

.....
Initials for barge

DE-BUNKERING SAFETY CHECK-LIST – continued

Bunkers to be transferred/de-bunkered from seagoing vessel

(Quantities prior start de-bunkering, as reported by C/E)

Date & time

Tank	Ullage/innage (cm)	Actual temp. (°C)	TOV - Total Observed volume (litres)	VCF ASTM 54B	GSV - Gross Standard Volume @ 15°C (litres)	Density in vac. @ 15°C	Mass in vac. (kilos)
Nr							
Nr							
Nr							
Nr							
Nr							
Nr							

Bargemeasurement

(quantity from barge is binding)

Tank	Actual temp. (°C)	TOV - Total Observed volume (litres)	VCF ASTM 54B	GSV - Gross Standard Volume @ 15°C (litres)	Density in vac. @ 15°C	Mass in vac. (kilos)
Before						
After						
Total received		<input type="text"/>		<input type="text"/>		<input type="text"/>

Sampling

- 1 x 1 litre (composite) for seagoing vessel, sealed:
- 1 x 1 litre (composite) for receiver, sealed:
- 1 x 1 litre (composite) for bunker surveyor, sealed:
- 2 x 1 litre from each tank for Port State Control:

Checklist to be retained after operation by ships agent