

PO Box 131, 100 Port Drive, Nanaimo, BC V9R 5K4
Tel: 250-753-4146 Fax: 250-753-4899

Fuel Safety Check List

Name of Receiving Vessel _____ Date _____

Berth/Anchorage _____ Time _____

- All questions to be answered with a (✓) either in the YES (Y) or NO (N) column.
- No vessel is to load or discharge fuel until this form is completed in its entirety.
- **In the case of a negative answer, the fuelling operation shall not be carried out without the permission of the Harbour Master.**

	SHIP		SUPPLIER	
	Y	/ N	Y	/ N
1. Is the ship receiver/supplier securely moored/anchored?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Are: (a) scuppers plugged and drip trays positioned?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) the vents clear for tanks being bunkered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Is there an agreed upon communications procedure?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Is there: (a) a spill-procedure plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) clean-up and containment material available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Is there a shut-off valve at the bunkering position?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Have: (a) pumping rates been agreed to?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) capacities of tanks been checked against the quantities to be supplied?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) emergency shutdown signals been agreed to?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are: (a) the hoses properly rigged and tight?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(b) the hoses in good condition?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(c) unused connections securely blanked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are all safety/smoking requirements being met?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Is there an effective deck watch at all stations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL QUESTIONS FOR ROAD TANKERS ONLY				
1. Emergency spill kit available in road tanker?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Plastic buckets available?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Spare couplings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Product	Quantity to be Loaded	Capacity of Tank	Rate (Mt/Hr)

DECLARATION:

We have checked the items on this list and are satisfied that the entries we have made are correct to the best of our knowledge:

SHIP

SUPPLIER

Name: _____

Name: _____

Rank: _____

Address: _____

Signature: _____

Signature: _____

NOTE: IN CASE OF ANY SPILLAGE CALL THE HARBOUR MASTER AT 1-778-762-3443.

The receiver shall fax, email or deliver a copy of this completed form to the Nanaimo Port Authority at 1-250-753-4899 or rgrounds@npa.ca after completion of bunkering.

Updated April 25, 2017