



ADT – OTP- 908-QF01

**Ship-Shore Bunker Safety Checklist Port
Berth No.....**

(This checklist has to be completed prior to commencement of bunkering operations)

Agent	Date & Time	
Bunker Supply Company	Bunkering Vehicle Reg No	
Bunker Receiver Company	Receiving Vessel Name	

No	Safety Precautions	YES	NO	Remarks
1	Is the ship securely moored?			
2	Road tanker is securely parked, away from berth edge?			
3	Is boom positioned, effectively enclosing transfer area?			
4	Is an Oil Transfer Procedure displayed prominently?			
5	Has loading rate been agreed with receiving vessel?			
6	Has topping-off rate been agreed with receiving ship?			
7	Is oil transfer hoses pressure tested, tagged?			
8	Are oil transfer hoses properly supported?			
9	Are oil transfer hoses free of damage/kinks/bulges?			
10	Are all flanges/drain cocks/valves checked for leaks?			
11	Are all unused manifolds blanked and valves closed?			
12	Is bilge and ballast piping effectively segregated?			
13	Are drip trays placed, plugged and free of liquid?			
14	Are deck scuppers effectively plugged?			



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No	Safety Precautions	YES	NO	Remarks
15	Is communication system established and tested?			
16	Is oil spill equipment ready for emergencies?			
17	Is emergency shut-down in place and tested?			
18	Are all personnel at their positions?			
19	Is deck lighting sufficient during the nighttime?			
20	Is red flag displayed or red light switched on?			
21	Is there any fire extinguisher in place?			

Remarks by Safety Department:

Approved By safety Dept:

Safety stamp:

Date:.....