Terminal Supplier

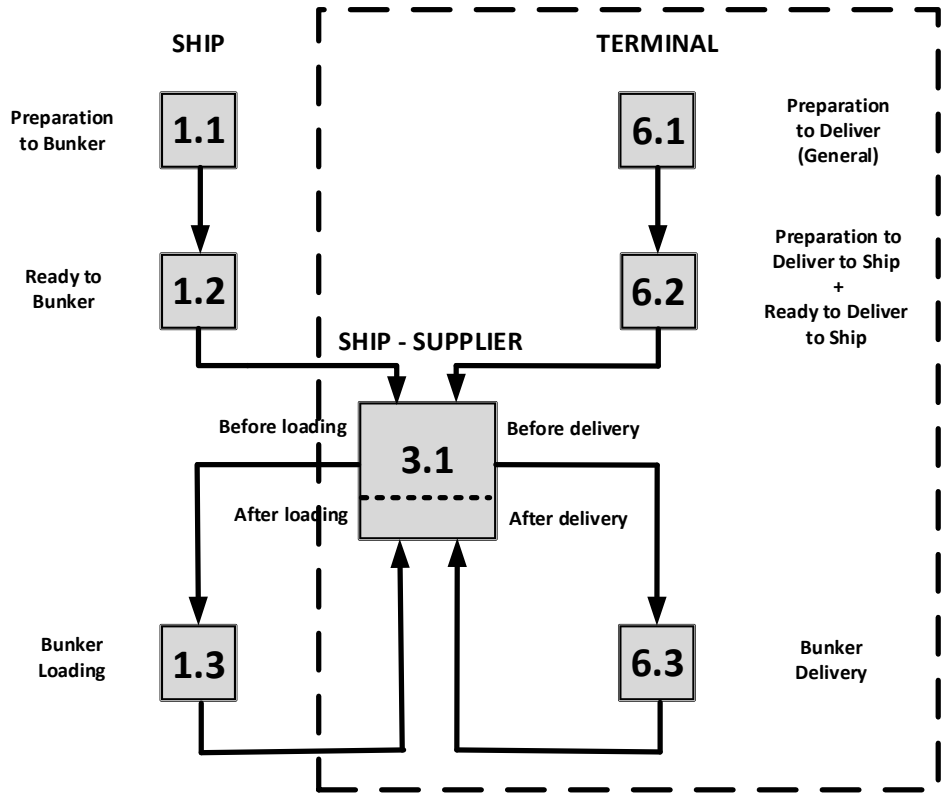
Checklist Pack

July 2020

Lloyd's Register

Terminal Supplier – Checklist Pack

This Checklist Pack contains the Terminal delivery specific Checklists 6.1, 6.2 and 6.3 to be completed by the Terminal PIC plus the Ship-Supplier Checklist 3.1 which would be completed jointly with the Ship's PIC



Checklist 6.1

Preparation to Deliver

July 2020

Lloyd's Register

Terminal	
Location:	
Port Authority:	
Methanol Supplier:	
Bunker Supply Controlling Authority:	
Report Period	
Checklist Reference:	
Checklist Completion Date:	
Checklist Period of Validity:	

Terminal – Preparation to Deliver (General) Checklist			**Completion by Terminal PIC or other authorised person**	
			Response	**Remarks**
1	**Personnel**			
.1	Terminal PIC - assigned		Y / N	
	Bunker Delivery Team – roles assigned, training completed			
.2	Name:	Role:	Role Trained:	
		Terminal PIC	Y / N	
			Y / N	
			Y / N	
			Y / N	
			Y / N	
			Y / N	

2	**Authorization**		
.1	The Supplier is authorized by the relevant authority to supply methanol as a bunker product to ships at this Terminal	Y / N	
.2	The Terminal is authorized by the relevant authority to deliver methanol as a bunker product to ships at that location	Y / N	

3	**Emergency Preparedness**			
.1	A Risk Assessment has been performed to the satisfaction of the relevant authority – valid for the Terminal and the conditions under which deliveries are to be undertaken		Y / N	
.2	Emergency Response Procedure manual current, available to, and understood by, all Bunker Delivery Team personnel		Y / N	
.3	ESD criteria established and documented for the bunkerings to be undertaken		Y / N	
.4	Fire detection sensors, as required by the relevant authority, cover the bunker storage tank and delivery piping areas, together with associated alarms, confirmed in working order and tested		Y / N	
.5	Fixed firefighting equipment, as required by the relevant authority, covers the bunker storage tank and delivery piping areas confirmed in working order		Y / N	
.6	Portable firefighting equipment, as required by the relevant authority, is available		Y / N	
.7	Safety equipment, to the extent required by the relevant authority: clear signage, unobstructed	Shower stations	Y / N	

	access, adequately stocked and functionality tested	Eye wash stations	Y / N	
.8	PPE available for Bunker Delivery Team personnel in accordance with Bunker Delivery Procedure and all in required order		Y / N	
.9	Fixed methanol vapour detection sensors, as required by the relevant authority, together with associated audible and visual alarms at all locations, in working order and tested		Y / N	
.10	Personal methanol vapour meter devices available for Bunker Delivery Team personnel in accordance with Bunker Delivery Procedure and in working order and tested		Y / N	
.11	Zoning in Terminal area - hazardous, safety, security - planned in accordance with Bunker Delivery Procedure		Y / N	
.12	Emergency response training scenarios, as required by the relevant authority, completed according to schedule		Y / N / NA	
.13	Scenario training records up-to-date and documented		Y / N / NA	

4	**Bunker Delivery System**			
.1	There is a Bunker Delivery Procedure, to the satisfaction of the relevant authority which covers all conditions under which deliveries are to be undertaken		Y / N	
.2	Bunker Delivery Procedure available to, and understood by, all Bunker Delivery Team personnel		Y / N	
.3	Bunker Delivery Control Station – access unobstructed, lighting and, if fitted, ventilation in working order		Y / N	
.4	Bunker Delivery Control Station – bunker storage and delivery piping valve remote controls and position indicators in working order and tested		Y / N	
.5	Bunker Delivery Control Station – instrumentation and alarms in working order and tested		Y / N	
.6	Communications system equipment in working order and tested	Primary System	Y / N	
		Backup System	Y / N	
.7	Bunker storage tank fittings, instrumentation and alarms, as required by the relevant authority, in working order and tested		Y / N	
.8	Bunker storage tank and delivery piping, fittings, instrumentation and alarms, as required by the relevant authority, in working order and tested		Y / N	
.9	Bunker delivery hose specification, tested and marked as required by the relevant authority		Y / N	
.10	Bunker delivery hose suitable for the delivery arrangements in which it is to be used		Y / N	
.11	Bunker delivery hose is in a satisfactory condition (external and internal) with open end(s) blanked		Y / N	
.12	Bunker delivery piping pressure relief valves in working order		Y / N	
.13	Terminal hose handling crane is in working order and tested as required by the relevant authority		Y / N	
.14	Terminal provided lifting slings and other associated equipment is available, marked and tested as required by the relevant authority		Y / N	
.15	Access to Ship system in order		Y / N	
.16	MARPOL Sample: Sampling device in working order together with adequate supply of suitable sample containers, seals and labels		Y / N	
.17	ESD system and components – Terminal: in working order		Y / N	
.18	SBC coupling in working order		Y / N	
.19	Terminal storage tank vapour handling system in working order		Y / N	

.20	Terminal storage tank vapour handling system instrumentation in working order and tested	Y / N	
.21	Condition of vent heads and adjacent areas checked and in order	Y / N	
.22	If to be used: vapour handling system connection to Ship - in working order	Y / N / NA	
.23	If installed and to be used: vapour processing device and associated instrumentation and alarms - in working order and tested as appropriate	Y / N / NA	
.24	If bunker storage tank head space inerting required by the relevant authority: O_2 monitoring device(s) in working order and tested	Y / N / NA	
.25	If bunker storage tank head space inerting required by the relevant authority and that is to be supplied from an inert gas generator: Inert gas generator, associated O_2 monitoring device and alarm / venting arrangements in working order and tested to produce inert gas at not more than 5% O_2 content	Y / N / NA	
.26	Spill control arrangements around bunker delivery piping / valves / fittings and bunker storage tank vent heads in order		
.27	Bunding / drip trays and associated drainage / clear-up arrangements in order	Y / N	
.28	Spill absorption materials, clean-up equipment and bins available in accordance with Bunker Delivery Procedure	Y / N	
.29	Access in way of bunker storage tanks and delivery work areas in order	Y / N	
.30	Lighting in way of bunker storage tanks and delivery work areas in working order	Y / N	
.31	Ventilation arrangements as required at bunker storage tanks and delivery work areas - enclosed or unenclosed, together with associated alarms, in working order and tested as appropriate	Y / N / NA	
.32	Electrical equipment and trunking in bunker storage tank and bunker delivery piping areas in order	Y / N	
.33	If CCTV is to be used to monitor bunkering: in working order and tested	Y / N / NA	
.34	Maintenance manual: inspections, maintenance and servicing of bunker delivery system components completed to date and documented as required by Bunker Delivery Procedure	Y / N	

5	**Preparation (General) Review**		
.1	Any 'Preparation to Deliver (General) Checklist' negative findings together with subsequent resolving actions have been duly documented as required by Bunker Delivery Procedure and are now resolved	Y / N	

	Preparation to Deliver (General) Checklist to be satisfactorily completed and signed by Terminal PIC	Name:		
		Position:		
		Signature:		
		Date:		

Checklist 6.2

Terminal Bulk Supply

Pre-Delivery to Ship

July 2020

Lloyd's Register

Terminal	
Name:	
Port Authority:	
Methanol Supplier:	
Bunker Supply Controlling Authority:	
Methanol Bunker Delivery	
Ship Name & IMO No.:	
Bunker Date:	
Quality Grade:	
Quantity (m^3):	

Terminal – Preparation to Deliver to Ship Checklist			**Completion by Terminal PIC or other authorised person**	
			Response	**Remarks**
1	**Bunker Delivery to Ship**			
.1	Preparation to Deliver (General) Checklist covers this bunker delivery		Y / N	
.2	Intended bunker quantity (m^3) and quality specification confirmed with Ship		Y / N	
			Total _____ m^3	
.3	Ship's maximum allowable bunkering flow rates; initial, main, topping off as required together with flow rate change points for each tank to be loaded received from Ship and confirmed		Y / N	
.4	Ship's maximum allowable bunker piping pressures (bar) received from Ship and confirmed	Confirmed	Y / N	
		During delivery	_____ bar	
		If ESD actuated	_____ bar	
.5	Ship – Terminal ESD and SBC compatibilities confirmed with Ship		Y / N	
.6	Bunker hose (ship end) arrangement and fittings: compatibility with ship's manifold arrangements – confirmed with Ship		Y / N	
.7	Ship – Terminal bunker connection isolation arrangement confirmed with Ship		Y / N	
.8	If the receiving ship's crane is to be used to handle the Terminal delivery hose: required lifting capacity and operating radius together with any lifting fittings required has been confirmed with Ship		Y / N / NA	
.9	If to be used: vapour handling system – compatibility of connection with ship's system and isolation arrangements confirmed with Ship		Y / N / NA	

2	**Simultaneous Operations during Bunker Delivery to Ship**						
.1	Planned bunker delivery period	Start	Date	Time	DD:MM	HH:MM	
		Finish	Date	Time	DD:MM	HH:MM	
.2	Details of other Terminal operations planned to be undertaken simultaneously to bunker delivery:				Y / NA		
	1:	Start	Date	Time	DD:MM	HH:MM	
		Finish	Date	Time	DD:MM	HH:MM	
	2:	Start	Date	Time	DD:MM	HH:MM	
		Finish	Date	Time	DD:MM	HH:MM	

	3:	Start	Date	Time	DD:MM	HH:MM	
		Finish	Date	Time	DD:MM	HH:MM	
	4:	Start	Date	Time	DD:MM	HH:MM	
		Finish	Date	Time	DD:MM	HH:MM	
.3	Permission obtained from the relevant authority for each of the above operations to be undertaken simultaneously to bunker delivery				Y / NA		
.4	Restrictions / requirements in relation to each of the above simultaneous operations have been documented and procedures put in place to ensure that those restrictions / requirements are adhered to				Op 1	Y / N	
					Op 2	Y / N	
					Op 3	Y / N	
					Op 4	Y / N	
.5	Ship informed of these simultaneous operations and resulting implications on bunker delivery				Y / N / NA		
.6	Terminal informed by Ship of simultaneous operations on their side during bunker delivery: procedures will be put in place to cover those				Y / N / NA		

3	**Bunker Port Contacts**		
.1	Contact information duly documented for:	Ship's agent:	Y / N
		Port authority –bunkering	Y / N
		Other 1:	Y / N / NA
		Other 2:	Y / N / NA
		Other 3:	Y / N / NA
.2	Ship advised of relevant local contact details		Y / N

4	**Local Restrictions / Requirements**	
.1	If there are any additional local restrictions / requirements as regards this bunker delivery: procedures will be put in place to ensure that those restrictions / requirements are adhered to	Y / N
.2	Ship has been advised of any relevant local restrictions / requirements as regards this bunker delivery by Terminal to Ship	Y / N

5	**Preparation to Deliver to Ship - Review**	
.1	Any Preparation to Deliver to Ship Checklist negative findings together with subsequent resolving actions have been duly documented as required by Bunker Delivery Procedure and are now resolved	Y / N

	Preparation to Deliver to Ship Checklist to be satisfactorily completed and signed by Terminal PIC	Name:	
		Position:	
		Signature:	
		Date:	

Terminal – Ready to Deliver to Ship Checklist			Completion by Terminal PIC or other authorised person	
			Response	**Remarks**
.1	The Risk Assessment covers all relevant aspects of this bunker delivery		Y/ N	
.2	The Bunker Delivery Procedure covers all relevant aspects of this bunker delivery		Y / N	
.3	Confirmed that there have been no changes from current Preparation to Deliver (General) Checklist status		Y / N	
.4	Preparation to Deliver to Ship Checklist satisfactorily completed for this bunker delivery		Y/ N	
.5	Terminal - Ship access secure		Y / N	
.6	Terminal area zoning in place	Hazardous	Y / N	
		Safety	Y / N	
		Security	Y / N	
.7	Terminal readied for bunker delivery in accordance with Bunker Delivery Procedure		Y / N	
.8	Bunker delivery piping – all valves confirmed as shut and pipe ends blanked		Y / N	
.9	Bunker delivery hose ready to be deployed with open end blanked		Y / N	
.10	If to be used: Terminal hose handling crane ready for use together with associated lifting gear		Y / N / NA	
.11	If to be used: vapour handling system connection to Ship – ready to be used		Y / N / NA	
.12	If bunker cargo head space inerting required by relevant authority: all bunker cargo tanks inerted – head space O_2 content does not exceed 8% and O_2 monitoring device(s) in working order		Y / N / NA	
.13	If bunker cargo head space inerting required by relevant authority and that is to be supplied from an inert gas generator: inert gas generator ready to be used as required		Y / N / NA	
.14	If bunker cargo head space inerting required by relevant authority and that is to be supplied from gas bottles: available onboard quantity of stored inert gas is sufficient in accordance with the Bunker Delivery Procedure		Y / N / NA _____ kg	
.15	Spill control arrangements	Save-alls clean and empty	Y / N	
		Drip tray drain valves open	Y / N	
		Holding tank level acceptable	Y / N	
		Spill recovery equipment deployed	Y / N	
.16	Communications system equipment fully charged and tested	Primary System	Y / N	
		Secondary System	Y / N	
.17	Fixed firefighting equipment ready and checked		Y / N	
.18	Portable firefighting equipment in place		Y / N	
.19	Safety equipment checked as ready for use	Shower stations	Y / N	
		Eye-wash stations	Y / N	
.20	Bunker Delivery Team: each person - personal PPE in accordance with Bunker Delivery Procedure		Y / N	
.21	Bunker Delivery Team: each person - personal methanol vapour meters carried in accordance with Bunker Delivery Procedure and functioning		Y / N	
.22	Terminal PIC communication arrangements with all Bunker Delivery Team personnel checked		Y / N	
.23	If applicable: simultaneous operations procedures in place		Y / N / NA	

.24	If applicable: procedures in place covering local restrictions / requirements	Y / N / NA	
.25	Any Ready to Deliver to Ship Checklist negative responses now resolved	Y / N	

	Ready to Deliver to Ship Checklist to be satisfactorily completed and signed by Terminal PIC	Name:		
		Position:		
		Signature:		
		Date & Time:		

Checklist 6.3

Bunker Delivery to Ship

July 2020

Lloyd's Register

Terminal	
Name:	
Port Authority:	
Methanol Supplier:	
Bunker Supply Controlling Authority:	
Methanol Bunker Delivery	
Ship Name & IMO No.:	
Bunker Date:	
Quality Grade:	
Quantity (m^3):	

Terminal – Bunker Delivery Checklist			**Completion by Terminal PIC or other authorised person**	
			Response	**Remarks**
1	**Preliminary Checks**			
.1	Ready to Deliver to Ship Checklist satisfactorily completed		Y / N	
.2	Ship-Supplier Bunker Safety Checklist satisfactorily completed		Y / N	

2	**Bunker Delivery - Process Monitoring**			
.1	Initial bunker gauging completed		Y / N HH:MM	
.2	Ship has advised that the manifold stop valve is open and that bunker delivery can commence		Y / N HH:MM	
.3	Bunker delivery rates controlled as required by Ship		Y / N	
.4	Bunker storage tank head space pressures monitored		Y / N	
.5	Bunker delivery monitored		Y / N	
.6	Bunker Storage Tank 1: _____	Initial contents (m^3)		
		Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.7	Bunker Storage Tank 2: _____	Initial contents (m^3)		
		Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.8	Bunker Storage Tank 3: _____	Initial contents (m^3)		
		Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.9	Bunker Storage Tank 4: _____	Initial contents (m^3)		
		Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.10	Bunker Storage Tank 5: _____	Initial contents (m^3)		
		Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.11		Initial contents (m^3)		

	Bunker Storage Tank 6: _____	Start delivery time	HH:MM	
		End delivery time	HH:MM	
		Final contents (m^3)		
.12	Ship advised that bunker delivery pumping finished		Y / N HH:MM	
.13	Final bunker gauging completed		Y / N HH:MM	

3	**MARPOL Sample**		
.1	MARPOL Sample sampling device appropriately positioned and installed	Y / N	
.2	Sampling commenced on start of bunker delivery	Y / N	
.3	Over whole of bunker delivery operation sampling device operating as required and not tampered with	Y / N	
.4	Sampling stopped only at end of bunker delivery	Y / N	
.5	MARPOL Sample prepared from Primary Sample in accordance with Bunker Delivery Procedure	Y / N	
.6	MARPOL Sample sealed and labelled	Y / N	

4	**Bunker Delivery - Safety Monitoring**						
.1	Bunker Delivery Team all in place and generally monitoring Terminal related aspects over the full duration of the bunker delivery operation – either directly or by CCTV as appropriate	Y / N					
.2	Terminal access arrangements and lighting levels are maintained sufficient to readily monitor the bunker delivery operation	Y / N					
.3	Terminal PIC and other Bunker Delivery Team personnel are solely assigned to the bunker delivery operation and during that period have no other duties	Y / N					
	The status / condition of the following are monitored on a routine basis and reported immediately to Terminal PIC if found deficient / not acceptable:						
.4	Integrity of bunker delivery piping, delivery hose and at ship's manifold connection including MARPOL Sample sampling device						
.5	Fixed methanol vapour detection sensor readings						
.6	Personal methanol vapour meter readings						
.7	External events which could affect terminal or bunkering safety						
.8	Compliance with Terminal hazardous, safety and security zoning and related prohibitions						
.9	Fire detection sensor readings						
.10	Relative movement: ship - shore						
.11	Bunker delivery hose loadings						
.12	Hose handling crane – applied loadings within rating						
.13	Bunker connection isolation						
.14	Communications: Terminal - Ship						
.15	Access arrangements: ship - shore						
.16	Bunker storage tank head space make-up as necessary – if required to be inerted, head space not more than 8% O_2						
.17	If used: inert gas generator operating as required						
.18	If used: inert gas release from gas bottles as required						
.19	If used: vapour handling system connection to ship – integrity, loading and isolation						
.20	Condition of bunds, save-alls and drip trays						

.21	Holding tank level							
.22	If undertaken: simultaneous operations progressing in accordance with Terminal's procedures							
.23	If applicable: Terminal's procedures are being applied to ensure that local restrictions / requirements are complied with							
.24	No deficiencies / not acceptable findings reported during bunker delivery operation						Y / N	
.25	ESD was not triggered during the bunkering						Y / N	
.26	SBC was not triggered during the bunkering						Y / N	

5	**Bunkering Delivery Shutdown**		
.1	Bunker delivery hose purging and clearing back to Terminal completed as agreed	Y / N	
.2	Bunker delivery piping valves shut	Y / N	
.3	Bunker hose and ESD link disconnected as agreed	Y / N	
.4	Bunker hose end blanked before lifting clear and bunker hose duly stowed	Y / N	
.5	If used: vapour return from Ship disconnected	Y / N / NA	
.6	If required by the relevant authority: bunker storage tank head space inert gas at not more than 8% O_2	Y / N / NA	
.7	Clean up completed as necessary of manifold area, bunds, save-alls and drip trays. Drip tray drain valves shut	Y / N	
.8	Spill control materials cleared away	Y / N	
.9	Bunker Delivery Team stood down	HH:MM	

6	**Personnel Changes during Bunker Delivery**				
.1	Terminal PIC change	In-coming Terminal PIC: Name / Position			
		In-coming Terminal PIC fully briefed	Out-going	Y / N	
			In-coming	Y / N	
		Time of take-over as Terminal PIC		HH:MM	
.2	Bunker Delivery Team changes: Incoming personnel (A):	Out-going: Name / Role			
		In-coming: Name / Role			
		Trained for role		Y / N	
		PPE worn / in use		Y / N	
		Personal methanol vapour meter in use		Y / N	
.3	Bunker Delivery Team changes: Incoming personnel (B):	Out-going: Name / Role			
		In-coming: Name / Role			
		Trained for role		Y / N	
		PPE worn / in use		Y / N	
		Personal methanol vapour meter in use		Y / N	
.4	Bunker Delivery Team changes: Incoming personnel (C):	Out-going: Name / Role			
		In-coming: Name / Role			
		Trained for role		Y / N	
		PPE worn / in use		Y / N	
		Personal methanol vapour meter in use		Y / N	
.5	Ship PIC change advised	Time of change-over		HH:MM	

		Contact established with in-coming Ship PIC	Y / N	

7	**Bunker Delivery Completion**		
.1	Bunker Delivery Note completed and provided to Ship	Y / N	
.2	MARPOL Sample provided to and signed-for by Ship	Y / N	
.3	Commercial sample(s) provided to Ship	Y / N	
.4	If received: Letter of Protest issued by Ship	Y / NA	
.5	Ship – Supplier Bunker Completion Checklist completed	Y / N	
.6	Bunker Delivery Procedure report completed and distributed as required	Y / N / NA	
.7	Post bunkering follow-up actions, as required by Bunker Delivery Procedure, completed	Y / N / NA	

	Bunker Delivery Checklist completed and signed by Terminal PIC	Name:		
		Position:		
		Signature:		
		Date & Time:		

Checklist 3.1

Supplier -Ship

Bunker Safety + Bunker Completion

July 2020

Lloyd's Register

Ship		
Name:		
Flag:		
IMO No.:		
Methanol Bunkers		
Bunker Port:		
Bunkering Location / Berth:		
Bunker Date:		
Supplier:		
Supplier Address:		
Supplier Registration No.:		
Quality Grade:		
Ordered Quantity (m^3)		
Delivery mode details (as applicable):	Barge	Barge name(s) and identifying marks:
	Truck	Operating Company & Vehicle registration number(s):
	Terminal	

Supplier and Ship - Bunker Safety (Bulk Supply) Checklist *To be satisfactorily completed by both parties before Supplier commences physical bunker delivery to Ship*			**Response**		**Remarks** Supplier PIC is the Barge / Truck / Terminal PIC as applicable
			Supplier PIC	**Ship PIC**	
1	**Pre-bunkering Meeting**				
.1	Access arrangements Ship-Supplier satisfactory		Y / N	Y / N	
.2	Pre-bunkering meeting held between Ship PIC and Supplier PIC		Y / N	Y / N	
.3	Supplier PIC has confirmed that their Ready to Deliver to Ship Checklist has been satisfactorily completed and copy provided to Ship		Y / N	Y / N	
.4	Ship PIC has confirmed that their Ready to Bunker Checklist has been satisfactorily completed and copy provided to Supplier		Y / N	Y / N	
.5	Bunker quality grade and quantity (m^3)	Agreed	Y / N	Y / N	
		Quality grade ref.			
		Quantity (m^3)			
.6	Pre-delivery documentation (including MSDS and bunker requisition) has been provided by the Supplier and received by the Ship and are in order		Y / N	Y / N	
.7	Written transfer plan, including hose connection / disconnection duties and maximum bunker pressures and transfer rates at all stages of the delivery, agreed		Y / N	Y / N	
.8	If to be used: vapour return arrangements to supply facility agreed		Y / N NA	Y / N NA	
.9	Working language, time and hand signals agreed		Y / N	Y / N	

.10	Communication arrangements agreed	Primary System	Y / N	Y / N	
		Backup System	Y / N	Y / N	
.11	Written emergency plan agreed		Y / N	Y / N	
.12	ESD and SBC criteria agreed		Y / N	Y / N	
.13	Port and emergency services contact arrangements agreed		Y / N	Y / N	
.14	External criteria causing bunker delivery to be shut-down, including weather conditions, sea / river conditions, other ship movements, agreed		Y / N	Y / N	
.15	If ship lifting equipment to be used to bring the delivery facility's bunker delivery hose onboard: relevant arrangements agreed		Y / N NA	Y / N NA	
.16	Bunker delivery hose draining and purging procedure at completion of bunkering agreed		Y / N	Y /N	
.17	Supply gauging arrangements agreed		Y / N	Y / N	
.18	If applicable: permitted simultaneous Ship operations and related controls advised to Supplier		Y / N NA	Y / N NA	
.19	If applicable: permitted simultaneous Supplier operations and related controls advised to Ship		Y / N NA	Y / N NA	
.20	If applicable: Ship compliance arrangements with local restrictions / requirements advised to Supplier		Y / N NA	Y / N NA	
.21	If applicable: Supplier compliance arrangements with local restrictions / requirements advised to Ship		Y / N NA	Y / N NA	

2	**Preparation to Bunker: Supplier and Ship Joint Actions**				
.1	Communication arrangements tested and confirmed as satisfactory	Primary System	Y / N	Y / N	
		Backup System	Y / N	Y / N	
.2	If supply facility lifting equipment has been used to handle the bunker delivery hose: lifting, holding and supporting arrangements confirmed as satisfactory		Y / N	NA	
.3	If ship lifting equipment has been used to handle the supply facility's bunker delivery hose: lifting, holding and supporting arrangements confirmed as satisfactory		Y / N	Y / N	
.4	Bunker delivery hose test marked as required and in satisfactory condition (external and internal)		Y / N	Y / N	
.5	Bunker delivery hose connection to ship's bunker manifold confirmed as satisfactory		Y / N	Y / N	
.6	Bunker delivery hose insulation at connection confirmed as satisfactory		Y / N	Y / N	
.7	ESD and SBC installation confirmed as satisfactory		Y / N	Y / N	
.8	ESD links established, tested and confirmed as satisfactory		Y / N	Y / N	
.9	If to be used: vapour return line to supply facility confirmed as satisfactorily connected and isolated		Y / N NA	Y / N NA	
.10	Ship's bunker piping system set-up ready to commence loading from Barge		NA	Y / N	
.11	Barge's bunker delivery system set-up ready to commence delivery to Ship		Y / N	NA	

Bunker Safety Checklist to be satisfactorily completed and signed by both Ship PIC and Supplier PIC before the Ship's manifold stop valve is opened and the Supplier commences bunker delivery	Name:			
	Rank / Position:			
	Signature:			
	Date & Time:			

Supplier and Ship - Bunker Completion Checklist		**Response**		**Remarks**
		Supplier PIC	**Ship PIC**	
.1	Supplier pumping completed	Y / N	Y / N	
.2	Bunker delivery hose drained and purged as agreed	Y / N	Y / N	
.3	Supplier has advised that bunkering is completed	Y / N	Y / N	
.4	Bunker manifold valves shut	NA	Y / N	
.5	Bunker delivery hose and ESD link disconnected as agreed	Y / N	Y / N	
.6	If used: vapour handling system connection disconnected	Y / N	Y / N	
.7	Bunker Delivery Note provided by the Supplier	Y / N	Y / N	
.8	MARPOL Sample provided by the Supplier	Y / N	Y / N	
.9	Any incidents or near misses reported to relevant authorities as required	Y / N NA	Y / N NA	

Bunker Completion Checklist to be completed and signed by both Supplier PIC and Ship PIC	Name:			
	Rank / Position:			
	Signature:			
	Date & Time:			