



Peel Ports Great Yarmouth

Ship to Ship Bunker Operations

Marine Requirements and Guidance

for

Bunker Barges/Vessels

Version 6 (March 2016)

PEEL PORTS GREAT YARMOUTH

Ship to Ship Bunker Operations – Guidance and Requirements

Vessel owners and operators wishing to carry out a transfer of oil between two vessels (bunker operation) within the jurisdiction of the Great Yarmouth Port as defined in the Great Yarmouth Port Authority Acts and Orders 1866 to 2005 should incorporate the following guidelines and requirements into their procedures. These guidelines and requirements apply to bunkering operations carried out in that area lying within the seaward limits of the Port up to the entrance of the River Port and within the confines of the Outer Harbour. These requirements do not relieve any Operator of the requirement to comply with any other statutory act, order or regulation that may apply to their vessel or operation. Ship to ship oil transfers are not permitted within the River Port.

- 1) a) Every vessel master/owner or operator wishing to carry out ship to ship bunker operations within the Port must lodge a request with the Harbour Master not less than 4 weeks prior to the proposed operation. The Harbour Master will provide the Master/owner or operator with the requirements and guidelines for bunkering operations within the Port.

b) For those vessel masters/owners or operators who have been granted permission as per 1(a) above, to carry out ship to ship bunker transfers for one year must reapply on an annual basis (prior to expiry of the original or previous permission) in order to revalidate that permission.
 - a. There are provisions within the Merchant Shipping Act 1995 Chapter 21, Part VI, Chapter II, Section 135, for operators to advise the Harbour Master for oil transfers between sunset and sunrise. However there are no provisions for night time transfers within the Outer Harbour or the seaward Port Limits and these requirements do not apply.
- 2) Agreement to carry out bunker operations within the Port may be withdrawn at any time where the requirements of this document (Ship to Ship Bunker Operations) have not been followed or where it is apparent that the manner of operation poses a serious threat to safety or the environment.
- 3) For the purpose of ship to ship bunker transfers; bunkers will be considered to be any type of oil to be transferred between two vessels.
- 4) Permission to carry out ship to ship bunker operations will only be granted where the Flash Point of the bunkers is 60° Celsius or less.

PEEL PORTS GREAT YARMOUTH

Ship to Ship Bunker Operations – Guidance and Requirements

- 5) The operator must:
 - a. when required, pay the fees as may be fixed from time to time by the Port Company.
 - b. pay the appropriate Port Tolls and charges according to the Port's Standard Terms and Conditions.
 - c. provide the Port with full particulars of the vessel including tank sizes, carrying capacities and pumping rates. .
- 6) All bunker vessels must:
 - a. be surveyed and classed by a recognised ship classification society,
 - b. remain in class as required by the classification society,
 - c. have in place an appropriate Safety Management System (SMS),
 - d. carry an Emergency Oil Spill Plan,
 - e. carry a valid and appropriate level of insurance (which must be made available to the Port),
 - f. be maintained in a seaworthy state at all times with appropriate manning levels for the activity undertaken,
 - g. carry sufficient and appropriate fenders to protect both vessels and an adequate number and size of ropes to moor the vessel safely alongside.
- 7) The bunker vessel may be subject to inspection by the Port. The vessel Master and Owners shall provide access to the person appointed by the Port to carry out such inspection.
- 8) The bunker vessel shall comply with both the International Ship Port Security Code and local Port Security requirements.
- 9) Bunker vessels shall not lay alongside another vessel longer than is necessary to carry out the bunker operation. Bunker vessels wishing to remain in the Port must have an allocated berth.
- 10) Bunker vessels alongside in the Port must be manned at all times.
- 11) Vessels owners and operators must confirm that they are aware of and follow the Bunkering Operations guidance procedures as laid out in the International Safety Guide for Oil Tankers and Terminals (ISGOTT) Part 4, Management of the Tanker and Terminal Interface. Chapter 25 and as amended from time to time.
- 12) Vessels owners are to submit to the Harbour Master a copy of the forms used for the Bunkering Safety Check List and the Ship/Shore Safety Check List and confirm that the vessel has a copy of this document on board and is fully compliant and aware of the requirements contained herein. (see Appendix 2 for suggested format)
- 13) Bunker transfers are not permitted to take place at anchor when within the Port's jurisdiction.
- 14) The bunker vessel shall carry oil spill equipment which is ready for immediate deployment at all times.
- 15) The bunker vessel shall have adequate oil booms or sorbent booms on board equivalent to the vessel's overall length and four times the beam.

PEEL PORTS GREAT YARMOUTH

Ship to Ship Bunker Operations – Guidance and Requirements

- 16) The vessel shall have sufficient numbers of staff in order to deploy spill equipment carried on board.
- 17) When deemed necessary the bunker vessel will be responsible for deploying an oil boom to surround both vessels.
- 18) Oil transfer hoses shall be inspected before each use and shall be tested and certified annually and immediately after a hose leak to an accredited standard.
- 19) Bunker vessels must comply with the Port's communication procedures for the transfer of oils. (see Appendix 1 to this document)
- 20) Permission of the berth operator and/or owner must be obtained before a bunker operation is commenced.
- 21) Prior to going alongside any vessel the bunker vessel must obtain permission from the other vessel and Port Marine Services (Yarmouth Radio).
- 22) Prior to and during bunker operations bunker vessels must maintain a listening watch on VHF Channel 12.
- 23) The bunker vessel must display the shapes and signals as required by the International Collision Regulations and comply with the Dangerous Substances in Harbour Areas Regulations 1987.
- 24) Prior to bunkering, bunkering vessels must:
 - a. Advise Port Marine Services (Yarmouth Radio) that the Bunkering Safety Check List and the Ship/Shore Safety Checklist have been completed and signed.
 - b. Ensure that they have adhered to the communication process as detailed in subsection 19 above.
- 25) Upon completion of bunkering operations the bunker vessels shall:
 - a. Ensure that all communications as per subsection 19 above have been completed.
 - b. Prepare and agree a plan for departing from the bunkered vessel.
- 26) At any time during bunker operations the bunker vessel must report any oil spillage immediately, even if no oil has entered the water, and take appropriate measures to immediately contain and clear the spillage.
- 27) Where any spillage of oil has occurred the operator/vessel must submit a full written report to the Port within 24 hours of the start of the incident.
- 28) Bunker operators must submit immediately after a bunker operation or on a weekly basis, on Mondays, a return showing those vessels that have been supplied with bunkers. The report to include location (berth) dates, times of bunker operations and quality and quantity of bunkers provided (this shall include bunker grade, cubic capacity, specific gravity and tonnage).

PEEL PORTS GREAT YARMOUTH

Ship to Ship Bunker Operations – Guidance and Requirements

APPENDIX 1

OIL TRANSFERS – COMMUNICATIONS POLICY

This policy applies to all vessels in the Port of Great Yarmouth.

All transfers of oils (including liquid waste) shall be reported to Port Marine Services (Yarmouth Radio) on VHF Channel 12. The information required shall include the following:

- Name of Vessel
- Berth or location in the port.
- Mode of transfer (pipeline, road transport, ship to ship, other)
- Commodity being transferred (Fuel oil, Gas oil, waste oil, dirty water etc.)
- Quantity in Litres
- Time of start of transfer
- Time of completion of transfer

In the event of an incident resulting in an oil spill, the facts of the spill must be reported immediately to Port Marine Services (Yarmouth Radio). Vessels must take all necessary action to prevent oil entering the water.

Contact Numbers:

Port Marine Services: +44 (0) 1493 335511
GreatYarmouthMarine.Services@peelports.com
VHF Ch12

PEEL PORTS GREAT YARMOUTH

Ship to Ship Bunker Operations – Guidance and Requirements

APPENDIX 2

I *(full name)*....., being the *(position)*.....
of *(name of company)* having responsibility for the
vessel hereby declare that I understand the ‘Ship to Ship Bunker
Operations - Guidance and Requirements’ and confirm that the aforementioned vessel is
fully compliant and has a copy of the “Ship to Ship Operations - Guidance and
Requirements” on board the vessel.

Signed

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Print Name

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Date

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