

Medway Bunker Checklist



This checklist must be used by all suppliers within the Medway and Swale as required by the Bunkering Guidelines & Requirements. Available at: www.peelports.com/marine/our-ports/london-medway

1. Details:

Berth/Location:		Supplier Company:	
Supplier Vessel / Vehicle Details:	(Vessel Name & IMO No or Tanker Reg)		
Receiving Vessel Name:		Receiving Vessel IMO:	
Type of Fuel/Oil:		Quantity Bunkered:	
Start Date & Time:		Finish Date & Time:	

2. Pre Operations:

If the answer to any of the below questions is NO, you must NOT PROCEED and inform Medway VTS immediately.

No.	Question:	Answer:
1	Does the vessel fully comply with all applicable international, national, and local regulations?	Y / N
2	Has the Berth Operator been informed that bunker operations are to take place?	Y / N
3	Is there a safe means of access between the ship, shore and bunker vessel?	Y / N
4	Are fenders in good order?	Y / N
5	Have you ensured there is no metal-to-metal contact?	Y / N
6	Has the bunkering plan been completed, agreed, and communicated to all relevant personnel?	Y / N
7	Are scuppers effectively plugged and drip trays positioned at all bunker connections, as required under MARPOL Annex I?	Y / N
8	Are bunker hoses, couplings, and gaskets in good condition, properly secured, and suitable for the intended transfer?	Y / N
9	Have emergency stop procedures, including shutdown signals, been agreed and are they immediately operable?	Y / N
10	Is spill response equipment available on deck and ready for immediate use in accordance with the vessel's SOPEP?	Y / N
11	Are fire-fighting appliances positioned, ready for immediate use, and all hot works prohibited during bunkering operations?	Y / N
12	Have the correct bunker tanks been identified and all valves correctly set in accordance with the bunkering plan?	Y / N
13	Are fixed VHF/UHF transceivers and the AIS equipment on the correct power mode or switched off?	Y / N
14	Have you informed VTS prior to commencing bunker operations?	Y / N

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2. Post Operations

You must inform Medway VTS (VHF 74) that bunkering operations have completed.

No.	Question:	Answer:
1	Have you informed Medway VTS that bunkering operations are complete?	Y / N
2	Was bunkering completed without any spill, leakage or pollution incident?	Y / N
3	Has the operational area been left in a safe and environmentally clean condition?	Y / N
4	Were hoses disconnected, blanked and secured in a safe and controlled manner?	Y / N

Spill / Incident Declaration:

- No spill or pollution observed
- Spill occurred (details below)

Details/Actions Taken (if applicable):

5. Declaration:

<u>1) Supplier Vessel/Road Tanker:</u>		<u>2) Receiving Vessel:</u>	
Signed:		Signed:	
Name:		Name:	
Date & Time:		Date & Time:	

THIS COMPLETED CHECKLIST MUST BE SENT TO

Medway.Navigation@peelports.com & Medway.Marine@peelports.com