

## OIL SPILL CONTINGENCY PLAN

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## Revision record

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## Supporting documents

Document Number	Document Name
VOMS-PR1.02-OD-01	Van Oord Management System
VOMS-PR1.06	Emergency Assistance
VOMS-PR1.06-IN-01	Corporate Emergency Plan
VOMS-PR2.04	Project Management
QHSE-HSE-PU-SWP-005	Safe Work Practice - Working with substances hazardous to health
QHSE-HSE-PU-SWP-038	Safe Work Practice - Storage of dangerous goods

## Distribution list

Project Manager
Installation Manager/Lead Engineer
Employer
Engineer
Project members (applicable)
Subcontractors
Vessels
QAQC Manager
HSSE Manager

## Table of contents

Abbreviations and definitions .....	4
1 Project Approach.....	5
1.1 Description of the project.....	5
1.2 Purpose .....	6
2 Strategy .....	7
2.1 Response Tier definition.....	7
2.1.1 Tier 1 – local management .....	7
2.1.2 Tier 2/3 Regional / International Management .....	8
3 Types of operations.....	9
3.1 Onshore refuelling operations .....	9
3.1.1 Refuelling of static plant (i.e. generators, mobile light sets) .....	9
3.2 Offshore refuelling (bunkering).....	9
3.2.1 Refuelling of marine equipment with bunker boat / vessel - barge (ship-to-ship transfer) ..	9
3.2.2 Refuelling of marine equipment along quay with trucks .....	10
3.3 Leaks during maintenance activities .....	11
3.4 Oil and / or hydraulic leaks from machinery (sweating) .....	11
4 Emergency situation.....	11
4.1 Oil Spill Scenario Offshore .....	11
4.2 Oil Spill Scenario Onshore .....	11
5 Basic Safety Equipment and environmental considerations .....	12
5.1 Weather considerations.....	12
6 Spill assessment .....	13
6.1 Chemical / fuel capacities.....	13
6.1.1 Spill volumes.....	13
6.1.2 Spill equipment .....	13
7 Spill Prevention .....	15
8 Training .....	16
8.1 Onshore and offshore tier 1 training.....	16
8.2 Drills and exercises .....	16
9 Waste Management .....	17
10 Notification .....	17
Appendix 1: Bunker checklist .....	18

## Abbreviations and definitions

### *Abbreviations*

OSCP Oil Spill Contingency Plan  
SOPEP Shipboard Oil Pollution Emergency Plan

### *Definitions*

Client  
Beleolico S.r.l.  
Renexia Services S.r.l.

Contractor  
Van Oord Offshore Wind B.V.

# 1 Project Approach

## 1.1 Description of the project

The Taranto project is the first offshore wind farm to be built in Italy and the whole Mediterranean sea. It is situated in the harbour area of municipality of Taranto, in the south east of Italy: an industrial area where are also located the Arcelor Mittal steel plant (Ilva) and the Eni refinery.



The offshore wind farm consists of 10 wind turbines of 3.0MW power each, located in two distinct groups in an approximate area of 1,1 km<sup>2</sup>.

The first group consists of 4 wind turbines located along the western edge of the port's multifunctional service docks (*area molo polisettoriale*), while the other group of 6 WTGs is located along the south-western side of the breakwater laying at a distance of 600 m from the outer spot of the container terminal and 2000 m from the nearest shore (*area diga foranea*).





The two areas are characterized by a different dept: the area *molo polisettoriale* has a variable depth between 3,5 m and 8 m, while the area *diga foranea* is between 15 m and 18 m.

The Client is Beleolico S.r.l. that is the owner of the concession to build the windfarm and it contracted a Client owned Company Renexia Services S.r.l. to manage the full EPIC contract.

VOOW has been assigned the Transport and Installation Contract for MP and WTG.

## 1.2 Purpose

The purpose of this plan is to provide guidance with respect to the steps to be taken when an oil spill (pollution) incident has occurred (onshore and offshore). Its primary purpose is to described set in motion the necessary actions to be taken to stop or minimize the discharge of oil and to mitigate its environmental impacts / effects. Effective planning ensures that the necessary actions are taken in a structured, logical and timely manner.

The primary objectives of this plan are:

- Spill prevention and response strategies and approach;
- Spill response training and preparedness;
- Responses involving spills into open water;
- Responses involving spills onto land surfaces;
- Notification procedures in the event of a spill;
- Spill related monitoring;
- Spill related documentation and reporting;
- Waste management issues related to spill response and clean-up activities; and
- Health and safety considerations related to spill response and clean-up activities.

## 2 Strategy

Van Oord will employ a 3 Tier approach regarding the response to spills. The smallest spills would be handled by a Tier 1 type response and will be handled in line with the vessel specific 'Shipboard Oil Pollution Emergency Plan'.

For Tier 2 and 3 Van Oord will request assists from external parties as stated below.

### 2.1 Response Tier definition

Spill response is based on a three level or "Tier" approach, as indicated hereunder:

- Tier 1: Emergency of marginal impact (Minor Spill) – local importance
- Tier 2: Emergency of critical impact (Serious Spill) – regional importance
- Tier 3: Emergency of catastrophic impact (Major Spill) – national or international importance.

In case of Tier 1, the spill will be contained and effectively responded to by Van Oord..

In case of Tier 2 other local specialised organisation holding appropriate licenses for performance of spill responses activities may be engaged in addition to the asset resources; in case of Tier 3, foreign companies may be engaged in addition to the Tier 1 and Tier 2 resources.

#### 2.1.1 Tier 1 – local management

In case of Tier 1, the spill will be contained and effectively responded to by the internal asset resources of Client as indicated in marine equipment SOPEP manual.

In the event of a spill, the marine equipment will follow this OSCP and the SOPEP manual.

Training and competence of the spill response team is stated in the SOPEP manual of the marine equipment. SOPEP drills are done in accordance with the SOPEP manual and reference is made to the project Emergency Response Plan in which the frequency of these SOPEP drills is stated (monthly).

#### Response measures with regard to spills during refuelling

Where an unexpected overboard discharge occurs, operations will be stopped immediately. Cessation of operations may require activation of shut-down devices and sound signals. All necessary actions for operational spill must be taken by the Chief Engineer and his assigned personnel.

The amount of leakage will be controlled by:

- Closing all appropriate valves in order to stop the flow of product;
- Reducing the head of liquid in the tank involved by draining oil to available empty tank, in case of an overflow.

To prevent or minimize the oil going overboard, absorbent material and/or other clean-up equipment will be used to collect oil for eventual disposal ashore. Onshore waste management according to the legislative requirements and as per Waste Management Plan P144482-VOOW-GEN-HSE-PLN-0004.

#### Response Measures with regard to leaks during maintenance activities & oil and hydraulic leaks from machinery.

Oil spilled will be cleaned-up using adsorbent materials and collected for eventual disposal ashore. Onshore waste management according to the legislative requirements and as per Waste Management Plan P144482-VOOW-GEN-HSE-PLN-0004.

### **Response measures with regard to spills resulting from a marine equipment incident**

The Master is in charge of the overall response to an incident. He determines if the spill can be effectively managed by Contractor or whether additional resources are likely to be required.

When it is possible to manoeuvre, the Master may consider moving his vessel to a more suitable location, in order, for example, to facilitate emergency repair work or fuel transfer operations or to reduce the threat posed on any particularly sensitive areas.

After having assessed the damage sustained the Master will decide action to be taken in order to prevent or minimise further spillage.

### **Response measures with regard to an onshore spillage**

In case of an onshore spill, absorbent material and suitable containment will be utilized to recover the spilled fluids before disposal. Spills will be contained and cleaned to prevent groundwater contamination.

#### **2.1.2 Tier 2/3 Regional / International Management**

In case of a Tier 2 / 3 spill occurs, in addition to the Tier 1 resources, Master will inform the appropriate authorities in consultation with the Project Manager.

Project Manager might decide to inform other applicable parties.



### 3 Types of operations

The refuelling operations for the scope of works of VO can be divided in:

1. Onshore refuelling operations,
2. Offshore refuelling operations (bunkering).
3. Leaks during maintenance activities
4. Oil and / or hydraulic leaks from machinery (sweating)

Add 1) The onshore re-fuelling operations are:

- Refuelling of heavy equipment, machinery and vehicles with bowser.

Add 2) The offshore refuelling operations are:

- Refuelling of marine equipment with bunker boat;
- Refuelling of marine equipment along quay with trucks

#### 3.1 Onshore refuelling operations

##### 3.1.1 Refuelling of static plant (i.e. generators, mobile light sets)

Trained personnel will undertake the refuelling operations for static equipment.

The refuelling of the generators on site will be done using the fuel bowser which is equipped with spill equipment / kit.

Dispensing nozzles will be equipped with automatic closing devices. A clearly identified and easily accessible switch will be provided at a location remote from dispensing devices to shut-off the power to all dispensing devices in the event of an emergency.

Refuelling will be conducted as per QHSE-HSE-PU-SWP-004

The bowser operator / truck driver must be at the hose connection at all times (in case there is an overflow, bursting hose or accidental spill he can immediately stop the pump).

Personnel involved will wear the necessary PPE, rubberized gloves, appropriate eye protection, etc. Signage will be posted and no smoking will be allowed.

#### 3.2 Offshore refuelling (bunkering)

##### 3.2.1 Refuelling of marine equipment with bunker boat / vessel - barge (ship-to-ship transfer)

Prior to the start of any ship to ship fuel transfer, the Chief Engineer will ask permission from the Master to conduct the operation. Weather conditions will be analysed to ensure that a sufficient weather window will be available to complete the operation (daily weather forecasts available)

Hot work permits on deck will be suspended during refuelling operations, hot work activities in the firing line will continue. It is not allowed to smoke on deck when bunker activities are taking place.

The bunker boat / vessel - barge to be bunkered will go alongside the equipment to be refuelled. The boat will be securely moored to the vessel - barge (weather permitting). The transfer fuel hoses will be put in place, taking into account possible relative movements between the marine equipment.

The Chief Engineer or his delegate shall inspect all the connections and hoses, and only when he is satisfied of the condition of the transfer, will the transfer of fuel begin. All flange connections will be

secured.

The Chief Engineer of the receiving vessel - barge will advise his counterpart on board the bunker barge when fuel transfer can begin. During this operation, there will be continuous communication between persons involved and there will be a watch system instituted on board both vessels - barge, to ensure that should a leak or a spill occurs, the fuel transfer pump will be stopped at once, minimizing any possible damages.

Drip trays will be in place where applicable. Oil spill kits will be kept within easy access of the hose. Suitable fire extinguishers will be positioned in a location where they can be reached in the event of a fire during the refuelling.

A bunker checklist will be filled in as per Standing Instructions / Standing Guidelines (see attachment 1).

The above mentioned procedure is stated in more detail in the Safety Management System of the marine equipment.

### **3.2.2 Refuelling of marine equipment along quay with trucks**

The marine equipment will be refuelled by a truck from the quayside.

The following items must be taken into consideration:

- No hot work to be conducted in the close vicinity of the truck (at least 15 meters away)
- During refuelling the engine of the truck must be shut-off
- Do not overfill the fuel tanks
- Do not spill any fuel.
- Ensure there is a drip tray under the hose connection to the truck
- Ensure there is sufficient spill equipment readily available
- Test certificates should be available with the transfer hoses (certificates to be available for review)

The marine equipment will go alongside the quayside where the truck is positioned and will be moored securely. The transfer fuel hoses will be put in place.

The Engineer of the vessel - barge shall inspect the connections and hoses, and only when he is satisfied of the condition of the transfer, will the transfer of fuel begin. Flange connections will be secured.

Drip trays will be in place where applicable. Oil spill kits will be kept within easy access of the hose. Suitable fire extinguishers will be positioned in a location where they can be reached in the event of a fire during the re-fuelling.

The Engineer of the vessel – barge is the person in charge of the operation. He must check whether ventilating pipes are open, so that all moved air and gasses can escape. He specifies the quantities to be bunkered per tank and indicates the average and maximum loading rate.

The Engineer will brief his crew at the start of each operation. Applicable personnel will wear the necessary PPE, rubberized gloves, etc.

When the fuel transfer operation is completed, the Engineer will take soundings to calculate the quantity of fuel loaded.

Uncoupling of the transfer hoses will be done with great care to ensure that any fuel remaining inside the hose will not be spilled over board (they will be capped at both ends when finished).

Reference is made to attachment 1: bunker checklist.

### 3.3 Leaks during maintenance activities

Equipment is being maintained as per manufacturers recommendations. In the event equipment will start leaking during maintenance activities, the spillage will be cleaned up as soon as possible.

The following should be considered:

- Drips trays to be used to collect leaks and spills
- When changing oil, loosen the old oil filter, spin it off and drain as much oil as possible into the drip tray.
- Pour used oil into a clean, empty plastic container with a tight lid and do not mix it with any other substances.
- Store cracked batteries in leak-proof containers to prevent contamination.

### 3.4 Oil and / or hydraulic leaks from machinery (sweating)

In the event of oil and / or hydraulic leaks from machinery (sweating) are seen, these need to be cleaned up as soon as possible.

## 4 Emergency situation

In case of an emergency situation (oil spill, fire) the master of the marine equipment will assess the situation and act accordingly. The following actions should be taken, or considered, in the event of any emergency arising during a ship-to ship transfer operation:

- Warn the bridge immediately.
- Do not waste any time, take immediate action to stop the discharge of oil.
- Mate on duty warns the master and chief engineer.
- Inform crews on both vessels of the nature of the emergency
- Mobilisation of oil pollution prevention team by the master.
- Oil spill team will use on board oil absorbent means (no dispersants) to contain the spillage.

The transfer can only be stated again when it is agreed between the relevant parties that it is safe to do so.

In case of fire, the Masters of both vessels should decide together, whether it is to both their advantage if the vessels should remain alongside.

**(More information in relation to the bunker activities can be found in the Standing Instructions.)**

### 4.1 Oil Spill Scenario Offshore

- Spill during bunkering
- Spill caused by burst in hydraulic hose
- Spill caused by damage to fuel storage tanks
- Spill caused by transport of hydrocarbons

### 4.2 Oil Spill Scenario Onshore

- Spill during refuelling mobile or stationary equipment
- Spill caused by burst in hydraulic hose
- Spill caused by damage to fuel storage tanks
- Spill caused by transport of hydrocarbons

## **5 Basic Safety Equipment and environmental considerations**

The designated personnel to conduct the refuelling operations (marine equipment) will be experienced maritime personnel. The personnel onshore shall be inducted by the HSE Engineer of Contractor on safe working practices and hazard mitigation techniques during refuelling operations. In addition to the normal required PPE, during refuelling, personnel shall use rubberized gloves.

Due to the potential hazard of these operations, refuelling shall never be conducted by a single person, but by a team of a minimum of 2 men (one at supply and one on receiving site). Refuelling personnel shall also be trained in oil spill clean-up procedures (as per SOPEP manual or as per procedures on board (if no SOPEP manual is required)).

Onshore refuelling activities will also be conducted by training personnel of the supplier of the heavy equipment / static equipment.

### **5.1 Weather considerations**

Refuelling operations, especially the offshore bunkering operations, will be planned in advance in accordance to the weather forecasts for the area.

If an unexpected change of weather were to take place, the Master of the marine equipment conducting the refuelling will decide if conditions are good enough to proceed or if the operation should be aborted and/or postponed. This decision will be made in consultation with the Master / Chief Engineer of the receiving marine equipment.

## 6 Spill assessment

### 6.1 Chemical / fuel capacities

Chemicals relevant to VO activities are mainly lubricant and hydraulic oils for equipment and machinery maintenance purposes and fuels. Other chemicals such as general detergents and solvents present on-board are stored in drums of not more than 50 litres of capacity.

#### 6.1.1 Spill volumes

In the table below, the most likely spill volumes are stated.

Risk Scenario	Most likely spill volume
<b>Offshore:</b>	
Hose leakage during bunkering;	0.2 m <sup>3</sup>
Tank overflow during bunkering.	0.5 m <sup>3</sup>
Leaks during maintenance activities;	2 L
Oil and hydraulic fluid leaks from machinery.	5 L
<b>Onshore:</b>	
Spills during refuelling activities;	0.5 L
Leaks during servicing and maintenance activities.	0.2 L

#### 6.1.2 Spill equipment

On marine equipment (near generators and bunker stations) as well as on the onshore construction site near diesel storage areas, spill kits will be available with the below mentioned equipment as a minimum.

If applicable, on board the marine equipment the SOPEP equipment will be as stated in the SOPEP manual. All vessels will be equipped with booms if and when required as per SOPEP.

The mobile bowser and heavy equipment will have a small supply of sheets for accidental spills. With all the reclamation containers a spill kit as stated below will be available.

Item	Description	Quantity
SPC 100	Sheets 41 cm x 51 cm	100 pcs
OIL 806	Socks 7.6 cm x 244 cm	5 pcs
OIL 99	Pads 23 cm x 23 cm	10 pcs
Oil 1818	Pillows 46 cm x 46 cm	5 pcs
Heavy Duty bin liners		1 pack
Disposable gloves		1 pack
Spill instruction sheet		1 pcs



Spill Kit Example

## 7 Spill Prevention

In order to prevent spills from occurring, the following strategies will be adopted:

- Areas where hazardous wastes, diesel fuel, equipment fluids, and other liquid materials that pose a potential threat to human health and/or the environment (e.g., solvents, acidic/caustic solutions) are stored and dispensed will be visually inspected as a minimum on a daily basis in order to identify seepage, drips, small leakage, and situations that could give rise to a spill;
- Appropriate maintenance personnel will be notified whenever seepage, drips, small leakage, and situations that could give rise to a spill are identified so that these shortcomings can be rectified in an easy manner;
- Hazardous wastes will be stored in sealed drums or other suitable sealed containers placed in designated hazardous waste storage areas at work sites – these hazardous waste storage areas will possess secondary containment capabilities;
- Liquid materials that pose a potential threat to human health and/or the environment will be stored in sealed containers or small tanks placed within designated areas/facilities that possess secondary containment capabilities;
- Drip trays or other appropriate devices will be placed below drum taps and fuel hoses in order to collect drips and small leaks; and
- Drum valves, hose nozzles, drainage points, and filling points will be controlled by means of lock-off devices in order to ensure that unintentional activation does not occur;
- External deck equipment shall be visually inspected at the beginning of each day for: leaks; loose or damaged fittings and filters; and damaged, abraded, or excessively worn hydraulic, fuel, or lubricating oil hoses. Equipment with deficiencies will be taken out of services until promptly repaired.

Reference is made to QHSE-HSE-PU-SWP-038 Storage of dangerous goods

During handling and storage of liquid substances that pose a potential threat to human health and/or the environment, spills will be prevented or minimized by:

- SOPEP-boxes are placed close to the areas where potential spill can occur as far as practically possible;
- Personnel will be specially assigned to maintain a close watch for (possible) leakage;
- Prior to fuel/oil transfer appropriate spill equipment will be mobilized and placed close to the planned operation as far as practically possible;
- Before fuel/oil handling commences, (deck) scuppers and open drains will be effectively plugged. Accumulations of water should be drained periodically and scupper plugs replaced immediately after the water has run off. Any free floating oil or oil droplets should be removed prior to draining;
- Tanks/containers which have been topped up will be checked frequently during the remaining transfer operations to avoid an overflow;
- Unless there are permanent means for retention of any slight leakage at connections for transfer, it is essential that a drip tray is in place to catch any leaking oil/fuel;
- Training

Reference is made to QHSE-HSE-PU-SWP-005 Working with substances hazardous to health.

## 8 Training

Applicable personnel will be trained on the following:

- Spill prevention;
- Emergencies;
- Fire safety;

The first three topics are part of the STCW'95 and SOPEP requirements mandatory to nautical crew of the vessels involved.

It is the responsibility of the Master to ensure that personnel (i.e. nautical crew) are properly instructed regarding spill response and clean up strategies and techniques. Instructions will be provided in hands-on sessions so that participants can develop expertise regarding the selection and use of particular types of Tier 1 type spill response and clean up equipment.

The preparedness of personnel assigned will be assured via:

- Vessel familiarisation;
- Monthly SOPEP drills for applicable personnel;
- Scheduled exercises/drills as per vessel's drills and exercises schedule (reference is made to the Standing Instructions).

From time to time toolbox meetings will also feature spill response related topics in order to maintain awareness of spill prevention measures in the workplace and appropriate initial spill response actions.

### 8.1 Onshore and offshore tier 1 training

Tier 1 oil spill response training will include:

- OSCP familiarization and response strategy;
- Safety concerns associated with oil spills and response operations (occupational health training);
- Immediate notification procedures; and
- Location, type, and use of the contractor's oil spill response equipment.

Such training is conducted:

- Prior to mobilization and arrival to the work site; and
- Periodically during worksite or vessel safety meetings, at which questions of spill prevention and responses will be regularly discussed.

Records of SOPEP drills held on board will be checked prior to mobilization and arrival to the work site.

### 8.2 Drills and exercises

A Desk top Spill drill is planned prior to the operations as part of the emergency response desktop exercise to establish communication lines are well implemented.

Reference is made to the Emergency Response Plan P144482-VOOW-GEN-HSE-PLN-0003.



## 9 Waste Management

Wastes generated during spill response, clean up, and spill site remediation efforts include but are not limited to the following:

- Absorbent materials (e.g., loose absorbents, absorbent sheets/pads/mats/booms) contaminated with hydrocarbons (e.g., diesel fuel, vehicle fluids, solvents, etc.);
- Soils contaminated with hydrocarbons;
- Miscellaneous debris (e.g., disposable PPE, brooms, shovels, mops, containers/wrapping from spill response/clean up equipment, etc.) contaminated with hydrocarbons;
- Miscellaneous debris contaminated with other substances; and
- Liquid spill waste recovered from a spill site.

Spill-related wastes/debris will be recovered and deposited in appropriate waste receptacles including:

- Steel or plastic drums equipped with sealable lids;
- Large heavy plastic bags that can be securely closed; and
- Steel bins/dumpsters.

Full receptacles containing spill wastes/debris will be sealed/covered and properly labelled at the spill site and transferred in a timely manner in accordance with the Waste Management Plan P144482-VOOW-GEN-HSE-PLN-0004

Attempts will be made to avoid the accumulation of wastes/debris at a spill site. However, if it is not possible to transport spill wastes/debris from a spill site to the appropriate site in a timely manner, a temporary waste storage area will be constructed on site. Such temporary spill site waste storage areas shall be lined, and surrounded by an appropriately sized earthen containment berm.


## 10 Notification

All spills (Tier 1, 2 and 3), regardless of volume will be reported and an incident report will be completed.

For reporting to Client, the procedure as stated in the Health, Safety and Security Management Plan P144482-VOOW-GEN-HSE-PLN-0001 will be followed – within 12 hours by telephone or e-mail, 24 hours for the preliminary report and within a week an additional investigation report (if possible).

Van Oord will maintain records of all reported spills, clean-up action taken and details of disposal of contaminated material.

## Appendix 1: Bunker checklist

		<b>Van Oord</b>  Marine ingenuity	
VOMS-PR 1.02-IN-02-19		Revision	2
Bunker checklist		Page	1 of 1

### NO HOT WORK ACTIVITIES PERMITTED DURING BUNKERING

Type & Quantity of oil. HFO  MT MDO  MT Lub.Oil  Ltr.

Date and time barge alongside.

Fire extinguisher, SOPEP in place.

External surveyor involved. Yes  No

Take 4 samples at ships-manifold according bunkering procedure

Check delivered quantity on bunker barge and ship

Check if delivery note has been provided with required information according MARPOL Annex VI (\*- see bottom page)

Sealed MARPOL fuel oil sample stored on location .....

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Pumping rate Tons / Hr. HFO  MDO  LUB

Max. pressure on manifold engine room.  bar.

Tanks to be used : HFO

MDO  Lub. Oil

Drip tray manifold clean / plugs drains inserted.

Check condition bunker hose, bolts, use new gaskets and connect hose with sampling flange.

Bunker hose and additional resources in good condition and according the standard rules Yes/no

Check tightness blind-flange manifold other side.

Fuel oil overflow tank empty.

Valves manifold / tanks to be used open.

Other valves manifold and trim pumps closed.

Check contents bunker barge and ship before and after bunkering activities.

Print-out on automatic tank-sounding system (PRAXIS – if applicable)

Test communication manifold / engine room and bunker barge.

Inform bridge at start bunkering, note starting time.  Hrs.

Inform bridge at stop bunkering, note stopping time.  Hrs.

Print-out on automatic tank-sounding system (PRAXIS – if applicable)

Disconnect bunker hose.

Remarks :

Signed: \_\_\_\_\_ Date: \_\_\_\_\_ Name supplier: \_\_\_\_\_

(\*) Bunker delivery note shall contain at least the following information:

Name and IMO number of receiving ship / Port / Date of commencement of delivery / Name, address and telephone number of marine fuel oil supplier / Product name./ Quantity (metric tons)/ Sample number / Density at 15 degrees C. (kg/m3) / Sulphur content (% m/m) / A declaration signed and certified by the fuel oil supplier's representative that the fuel oil supplied is in conformity with regulations 14(1) or (4)(a) and regulation 18(1) of Annex VI of the MARPOL 73/78.