

Oil Tanker Ship/Shore Transfer Safety Checklist

1. General Information

Vessel Name: _____ Berth: _____

Date: _____ Time: _____

Port: _____

PIC (Ship): _____ PIC (Shore): _____

2. Checklist

No.	Item	Ship	Shore	Remarks
1	Communication established and tested			
2	Ship securely moored			
3	Emergency stop procedures agreed and tested			
4	Fire fighting equipment ready			
5	Scuppers plugged/Drains closed			
6	Booms, hoses, arms properly rigged and in good condition			
7	Connection flanges/drip trays in place			
8	Safe access between ship and shore			
9	Tools, wires, and portable electronic devices controlled			
10	Lighting adequate for operations			
11	Closed system for loading/discharging in use			
12	All doors, ports, ventilation in cargo area properly closed or controlled			
13	Persons not involved in operation kept clear			
14	Pollution prevention measures in place			
15	Procedures for handling spills agreed			

3. Additional Comments

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4. Signatures

Ship's PIC: _____ Date: _____

Shore PIC: _____ Date: _____