

Ship/Shore Safety Checklist for Bunker Fuel Transfer

Vessel Name:

IMO No:

Date:

Time:

Location:

Berth/Jetty:

Bunker Supplier/Facility:

A. Pre-Transfer Checks

No.	Item	Ship	Shore	Remarks
1	Agreed bunkering plan available and understood			
2	Emergency shutdown procedures agreed			
3	Communication system tested and agreed			
4	All hoses/arms in good condition and securely connected			
5	Scuppers/drainage securely plugged where required			
6	Suitable drip trays in position under manifolds			
7	Bunker lines and valves correctly set			
8	Overflow/High-level alarms tested (if fitted)			
9	Personnel briefed and aware of duties			
10	Personal protective equipment (PPE) available			

B. During Transfer

No.	Item	Ship	Shore	Remarks
1	Continuous monitoring of transfer operations			
2	Communication system working			
3	Manifold, pipelines and hoses regularly checked for leaks			
4	Scuppers and drip trays regularly checked/emptied			

C. Post-Transfer Checks

No.	Item	Ship	Shore	Remarks
1	Transfer completed, lines drained and valves closed			
2	Hoses/arms disconnected and blanked			
3	Bunker samples taken and sealed			
4	All areas checked for spillage			

Signatures

Ship's Responsible Officer:

Signature:

Shore/Bunker Supplier Representative:

Signature: