**FORTH PORTS LIMITED (Appendix A)**

**Vessel Bunkering Checklist**

**Note – Permission to bunker will not be given until all criteria are approved by FTNS.** Bunkering cannot take place during cargo operations without the express permission of the Port Ops. Manager/ Jetty Supervisor. This is the **Master’s responsibility to obtain.** Please send completed form to FTNS@forthports.co.uk - For vessels bunkering in Dundee please also send to DundeeMarine@forthports.co.uk

**Bunker source: Road Tanker / Other Vessel (Delete as appropriate)**

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| 1. **INFORMATION REQUIREMENTS (ALL BLANKS MUST BE FILLED)**
 | **REMARKS** **(FP use Only)** |
| **Vessel name:** Click or tap here to enter text. |  |
| **Port / anchorage:** Click or tap here to enter text. |  |
| **Berth / anchorage designation:** Click or tap here to enter text. |  |
| **Name and rank of person completing checklist:** Click or tap here to enter text. |  |
| **Email:** Click or tap here to enter text. |  |
| **Contact number:** Click or tap here to enter text. |  |
| **Name / rank of responsible officer:** Click or tap here to enter text. |  |
| 1. **ADDITIONAL REQUIRED INFORMATION**
 | **Approval****(YES/NO)** |
| **Bunker supplier (and Vessel name if applicable):** Click or tap here to enter text. |  |
| **Type of bunker oil / oily waste:** Click or tap here to enter text. |  |
| **Quantity of bunker oil / oily waste:** Click or tap here to enter text. |  |
| **Est. date & time of start:** Click or tap here to enter text. |  |
| **Est. date & time of completion:** Click or tap here to enter text. |  |
| **Standby pollution response vessel name:** Click or tap here to enter text. |  |
| **Agreed VHF Channel for comms with SPRV:** Click or tap here to enter text. |  |
| 1. **DOCUMENTS TO BE ATTACHED**
 | **Tick if Attached** | **Approval****(YES/NO)** |
| **Risk assessment for operation (all bunker operations)** |[ ]   |
| **Intertanko standard tanker chartering questionnaire (tanker only)** |[ ]   |
| **Vessel mooring/unmooring procedure (bunker tanker operations only)** |[ ]   |
| **Pre-prepared plan for rigging and securing of booms. (Intermediate and Heavy Fuel oil only)** |[ ]   |
| 1. **DECLARATION**
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| Acknowledgement by Master that “**Bunkering Procedure Forth & Tay**” has been read, understood and will be fully complied with at all times. We have checked, the items of the Check-list in accordance with the instructions and have satisfied ourselves that the entries we have made are correct to the best of our knowledge. |
| Master Name:Click or tap here to enter text. | Signature:Click or tap here to enter text. | Date:Click or tap here to enter text. |

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| REMARKS – These to include reasons for “Not Approved”. (FP use Only) |
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| Checklist vetted by: | Designation: |
| Date & Time: | CC: HM / Leith CC / MM |