**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](mailto:FTNS@forthports.co.uk) - For vessels bunkering in Dundee please also send to [DundeeMarine@forthports.co.uk](mailto:DundeeMarine@forthports.co.uk)

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

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 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** | | | | | |
| 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) | |
|  | |
| Checklist vetted by: | Designation: |
| Date & Time: | CC: HM / Leith CC / MM |