

**Together in Safety Golden Safety Rules:**

 Apply Together in Safety [Golden Safety Rules](#)

**Additional Guidelines and Best Practices:**

The company should implement procedures (based on a risk assessment), including checklists, controlling bunkering operations.

- ✔ Bunkering plan formulated and agreed, including pump rates, quantities, loading sequence, etc.
- ✔ Duties and responsibilities assigned and agreed, including watch-keeping on deck / engine control room / bridge.
- ✔ Simultaneous operations (SIMOPS) controlled so as to not impact the bunkering operation.
- ✔ Hot work and smoking prohibited.
- ✔ Means of communication established and tested.
- ✔ Emergency stop procedure agreed. Emergency stop(s) tested.
- ✔ Pollution prevention measures implemented, in accordance with the oil pollution emergency response plan.
- ✔ Fire-fighting arrangements prepared ready for use.
- ✔ Adequate lighting.
- ✔ Local rules / regulations reviewed, and permission obtained where appropriate.
- ✔ Weather conditions suitable, including forecast conditions.
- ✔ Mooring arrangement checked.
- ✔ Valves double-checked along the line.
- ✔ Tank levels verified.
- ✔ Tank levels monitored throughout bunkering operation.
- ✔ Tank vent flame screens in good condition.



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- ✔ See [example bunker operation checklist](#).
- ✔ See UK Club video Lessons Learnt: bunker spill below.

**Training:**

Bunkering is a critical operation to be conducted under the supervision of competent officers and in accordance with company procedure. Appropriate overlap should be provided when senior crewmembers join the vessel for the first time. Crew induction process should ensure that new crew are familiarized with procedures and arrangements concerning critical operations that are expected to execute.

SOPEP drills should be conducted at least once every 3 months. All members of the oil spill emergency response team are required to participate.

Learn from Industry Case Studies:



See [UK P&I Club video Lessons Learnt: Bunker Spill](#)

**Verification:**

The scope of internal audits should include records related to bunkering, e.g. have the required checklists been completed correctly, as well as entries in the engine logbook, deck logbook, and oil record book(s). Has equipment and systems related to bunkering and fuel oil management been maintained (including sampling) in accordance with planned maintenance system routines? Are the crew able to communicate effectively and can they demonstrate familiarization with procedural requirements related to bunkering?