**SHIP TO SHIP CARGO OPERATION CHECKLIST**

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| **AT SEA SHIP TO SHIP TRANSFER**  **CHECKLIST 2 – BEFORE OPERATIONS COMMENCE** | |
| Discharging Ship’s Name: |  |
| Receiving Ship’s Name: |  |
| Name of Designated POAC: |  |
| Name of STS Superintendent if Different from POAC: |  |
| Date and Location of Transfer: |  |

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|  | Checked | Remarks |
| 1. A copy of the completed checklist 1 has been received |  |  |
| 1. A copy of the JPO that encompasses the entire transfer operation has been received |  |  |
| 1. Personnel will comply with work and rest requirements of IMO and national regulations as appropriate |  |  |
| 1. Radio communications, including back-up systems, has been agreed and tested and clocks has been synchronized between the ships |  |  |
| 1. The language of operation has been agreed |  |  |
| 1. The rendezvous position of the transfer area has been agreed |  |  |
| 1. Information on ship handling characteristics has been exchanged, including details of any critical main engine revolutions and corresponding speed |  |  |
| 1. Approach manoeuvring and mooring plans are understood and confirmed |  |  |
| 1. Mooring procedures has been agreed, including fender positions and number/type of ropes to be provided by each ship |  |  |
| 1. The system and method of electrical isolation between the ships has been agreed |  |  |
| 1. The ship is upright and at a suitable trim, without any overhanging projections |  |  |
| 1. Manoeuvring, mooring and navigational equipment has been tested and found in good order |  |  |
| 1. Cargo transfer system safety devices, including IG and emergency shutdown (ESD) systems, where applicable, have been proven operational not more than 48-hours prior to the operation |  |  |
| 1. The ship’s boilers and tubes have been cleared of soot and it is understood that during STS operations, tubes must not be blown |  |  |
| 1. Engineers have been briefed on engine speed (and speed adjustment) requirements |  |  |
| 1. Weather forecasts have been reviewed for the transfer and arrangements have been for their continued receipt throughout the operation |  |  |
| 1. The hose lifting equipment is suitable and ready for use |  |  |
| 1. The cargo transfer hose/arms have been tested and certified and they are in apparent good condition |  |  |
| 1. The fenders and associated equipment are visually in good order |  |  |
| 1. The crew has been briefed on the mooring procedure |  |  |
| 1. The contingency plan is agreed and an appropriate emergency drill has been conducted |  |  |
| 1. Local authorities have been advised of the STS operation |  |  |
| 1. A navigational warning has been broadcast |  |  |
| 1. Monitoring is in place for accommodation, void spaces, pump room, compressor and motor rooms, as applicable to detect possible flammable atmospheres |  |  |
| 1. The other ship has been advised that checklist 2 is satisfactorily completed |  |  |

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| FOR DISCHARGING SHIP / RECEIVING SHIP (Delete as appropriate) | |
| Name: | |
| Rank : | |
| Signature: | Date: |

Note that items 17, 18 and 19 can only be checked by the vessel that has them onboard. This form should not be substituted for other required checklists. If this form is used, it should be used in its entirety.