**SHIP-TO-SHIP CARGO OPERATION CHECKLIST**

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| **AT SEA SHIP TO SHIP TRANSFER**  **CHECKLIST 3 - BEFORE RUN-IN AND MOORING** | |
| 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. Checklist 2 has been satisfactorily completed |  |  |
| 1. Primary fenders are correctly positioned and fender rigging is in order |  |  |
| 1. If required, secondary fenders are correctly positioned and secured |  |  |
| 1. There are no overhanging projections on the side of the berthing |  |  |
| 1. A proficient helmsman is at the wheel |  |  |
| 1. Cargo manifold connections are prepared, blanked and marked |  |  |
| 1. Course and speed information has been exchanged and agreed |  |  |
| 1. The method for controlling the ship’s speed adjustment, e.g. by changes to revolutions, propeller pitch or by telegraph, has been agreed |  | [Specify method] |
| 1. Navigational signals are displayed |  |  |
| 1. Adequate lighting is available |  |  |
| 1. Power is available for winches and they are in good order |  |  |
| 1. Rope messengers, rope stoppers and heaving lines are ready for use |  |  |
| 1. All mooring lines are ready |  |  |
| 1. Fire axes, or suitable cutting equipment, are in position at the fore and aft mooring stations |  |  |
| 1. Crew are standing by at their mooring stations |  |  |
| 1. Communications are established with mooring personnel and with other ship |  |  |
| 1. Fire-fighting and anti-pollution equipment is ready for use |  |  |
| 1. Shipping traffic in the area is being monitored |  |  |
| 1. The vessel status has been appropriate set on the automatic Identification System (AIS) |  |  |
| 1. The other ship has been advised that checklist 3 is satisfactorily completed |  |  |
| 1. Switch and use only ‘X’ band radar only |  |  |

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

This form should not be substituted for other required checklists. If this form is used, it should be used in its entirety.