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

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| **AT SEA SHIP TO SHIP TRANSFER**  **CHECKLIST 5 - BEFORE UNMOORING** | |
| 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. Cargo hoses are properly drained prior to hose disconnection |  |  |
| 1. Cargo hoses or manifolds are securely blanked |  |  |
| 1. The transfer side of the ship is clear of obstructions (including hose lifting equipment) |  |  |
| 1. The method of letting go moorings and separation of ships has been agreed and crew have been briefed on procedures |  |  |
| 1. The fenders, including fender rigging, are in good order |  |  |
| 1. Secondary fenders are correctly positioned and secured for departure |  |  |
| 1. Power is available for mooring winches |  |  |
| 1. Rope messengers and rope stoppers are available at all mooring stations |  |  |
| 1. Crew are standing by at their mooring stations |  |  |
| 1. Communications are established with mooring personnel and with the other ship |  |  |
| 1. Shipping traffic in the area is being monitored and a very high frequency (VHF) alert has been transmitted |  |  |
| 1. Manoeuvring, mooring and navigational equipment has been tested and is ready for departure |  |  |
| 1. Mooring personnel have been instructed to let go only as directed by the Master |  |  |
| 1. Agreement has been reached that navigational warnings will be cancelled and AIS status updated when clear of the other ship |  |  |
| 1. The other ship has been advised that Checklist 5 is satisfactorily completed |  |  |

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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.