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

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| **SHIP TO SHIP TRANSFER**  **CHECKLIST 8 - TRANSFER INVOLVING VAPOUR BALANCING** | |
| 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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|  | Discharging Ship Checked | Receiving Ship Checked | Remarks |
| 1. State pressure in Cargo Tanks ( mm WG or psi ) |  |  |  |
| 1. Tank oxygen content is below 8% by volume |  |  |  |
| 1. Tank high-level alarms and overfill alarms have been tested within the last 24 hours |  |  |  |
| 1. Vapour recovery / balancing valves are correctly positioned |  |  |  |
| 1. The vapour recovery hose is inerted |  |  |  |
| 1. Deck Seal and P/V breaker levels have been checked and are satisfactory |  |  |  |
| 1. Leak test will be performed |  |  | [State method] |
| 1. Vessel pressure and vacuum relief settings in :   Liquid P/V breaker  Tank P/V valves  Mast head P/V valves  Other P/V relieving devices |  |  | [Specify] |
| 1. Type of vapour from present / previous cargoes |  |  |  |
| 1. Initial cargo transfer rate ( m3 / hr or bbls / hr ) |  |  |  |
| 1. Maximum cargo transfer rate ( m3 / hr or bbls / hr ) |  |  |  |
| 1. Maximum acceptable pressure differential at maximum transfer rate ( mm WG or psi ) |  |  |  |
| 1. Cargo Tank pressure range to be maintained   ( mm WG or psi ) |  |  |  |
| 1. Cargo tank pressure alarm set points :   High alarm ( mm WG or psi )  Low alarm ( mm WG or psi ) |  |  |  |
| 1. IG Main pressure alarm set points :   High alarm ( mm WG or psi )  Low alarm ( mm WG or psi ) |  |  |  |
| 1. Vapour emission control system pressure alarm set points :     High alarm ( mm WG or psi )  Low alarm ( mm WG or psi ) |  |  |  |
| 1. Oxygen analyzer has been checked and calibrated :   State alarm set point ( % volume ) |  |  |  |
| 1. Agreement on the following sequences and procedures :     Normal start Up :  Normal shutdown :  Low vapour pressure alarm :  High vapour pressure alarm : |  |  |  |

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