



# COOK ISLANDS

## Ship to Ship Transfer

### Advance Notification

Ship  
Registration  
**FORM 106**  
v.2

Each oil tanker subject to MARPOL Annex I Chapter 8 that plans STS operations within the territorial sea, or the Exclusive Economic Zone of a Party to MARPOL shall notify Maritime Cook Islands and the Coastal State not less than 48 hours in advance of the scheduled STS operations<sup>1</sup>.

Where, in an exceptional case, all of the information required below is not available not less than 48 hours in advance, the oil tanker discharging the oil cargo shall notify the Coastal State and Maritime Cook Islands, not less than 48 hours in advance that an STS operation will occur, and the required shall be provided to the Party at the earliest opportunity.

The national contact point list for Coastal States is listed in MSC-MEPC.6/Circ.20 or its subsequent amendments.

If the STS Transfer involves Russian Origin Oil or Petroleum a Per Voyage- Oil Price Cap Attestation must be completed and submitted with this notification. See [MCI circular 302/2024](#) for guidance.

Maritime Cook Islands contact point for STS Transfer notifications is [monitoring@maritimecookislands.com](mailto:monitoring@maritimecookislands.com)

For further guidance see [MCI Circular 297/2024](#).

Oil tankers involved in the Ship-to-Ship Transfer			
Vessel name		Vessel name	
Flag		Flag	
Call Sign		Call Sign	
IMO Number		IMO Number	
Estimated time of arrival		Estimated time of arrival	
Details of the Planned STS			
Date		Time <sup>2</sup>	
Geographical location <sup>3</sup>		Conducted at anchor or underway	
Oil Type		Quantity of Oil	
Planned duration of the STS operation			
Identification of STS operations service provider or person in overall advisory control and contact information			
STS operations service provider		Person in overall advisory control (POAC)	
Name		Full name	
Contact details		Contact details	
Confirmation that the oil tanker has on board an STS operations Plan meeting the requirements of Regulation 41			
Please supply a copy of the IOPP Certificate including form B			

<sup>1</sup>MARPOL Annex I Reg 42

<sup>2</sup> At the commencement of the STS operation

<sup>3</sup> At the commencement of the STS operation

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## MARPOL Annex I Reg 41 – General Rules on safety and environmental protection

1. Any oil tanker involved in STS operations shall carry on board a Plan prescribing how to conduct STS operations (STS operations Plan) not later than the date of the first annual, intermediate or renewal survey of the ship to be carried out on or after 1 January 2011. Each oil tanker's STS operations Plan shall be approved by the Administration. The STS operations Plan shall be written in the working language of the ship.
2. The STS operations Plan shall be developed taking into account the information contained in the best practice guidelines for STS operations identified by the Organization<sup>4</sup> The STS operations Plan may be incorporated into an existing Safety Management System required by chapter IX of the International Convention for the Safety of Life at Sea, 1974, as amended, if that requirement is applicable to the oil tanker in question.
3. Any oil tanker subject to this chapter and engaged in STS operations shall comply with its STS operations Plan.
4. The person in overall advisory control of STS operations shall be qualified to perform all relevant duties, taking into account the qualifications contained in the best practice guidelines for STS operations identified by the Organization<sup>5</sup>.
5. Records<sup>6</sup> of STS operations (STSOP, Oil Record Book or Cargo Book, notifications to Coastal State and MCI) shall be retained on board for three years and be readily available for inspection by a Party to the present Convention

### Declaration

I, \_\_\_\_\_ Master, of the above named vessel, declare that the POAC is qualified in accordance with the qualifications detailed in Chapters 1.6 and 1.7 of the OCIMF Ship to Ship Transfer Guide for Petroleum, Chemicals and Liquefied Gases, First Edition, 2013 and paragraph No. 6.2.1.2 of the IMO Manual on Oil Pollution, Section I, Prevention, 2011 Edition.

I have attached to this notification

- Copy of the IOPP Certificate including form B
- Copy of the notification to the Coastal State
- If available, the acknowledgement of the Coastal State
- Per Voyage – Oil Price Cap Attestation (if applicable)

Signed: \_\_\_\_\_

Full name:

Position:

Dated:

**Note:** If the estimated time of arrival of an oil tanker at the location or area for the STS operations changes by more than six hours, the master, owner or agent of that oil tanker shall provide a revised estimated time of arrival to the Coastal State and MCI.

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<sup>4</sup> IMOs "Manual on Oil Pollution, Section I, Prevention" as amended, and the ICS and OCIMF "Ship-to-ship Transfer Guide, Petroleum", fourth edition, 2005.

<sup>5</sup> IMOs "Manual on Oil Pollution, Section I, Prevention" as amended, and the ICS and OCIMF "Ship-to-ship Transfer Guide, Petroleum", fourth edition, 2005.

<sup>6</sup> Revised Annex I of MARPOL chapters 3 and 4 (resolution MEPC.117(52)); requirements for recording bunkering and oil cargo transfer operations in the Oil Record Book, and any records required by the STS operations Plan.