



**Federal Ministry of Industry, Trade and Investment**  
**Weights and Measures Department**  
 Old Federal Secretariat, Area 1, Garki Abuja.

## **CRUDE OIL INSPECTION CHECK LIST**

Company Name:		
Address:		
City:	Phone:	Email:

1) Identification:

Location of Equipment:

Meter(s):

2) Identifying the Equipment:

- Type or Make /Approval Certificate
- Model No. or Type No.
- Delivery rate/ Flow rate
- Pumping Distance
- Counting range for one loading.

3) Presentation of Current Certificate of Verification.

4) Storage Tanks

- Location of Tanks
- Product(s) stored in each Tank
- Capacity of Storage Tanks
- How many level gauge(s) in premises?
- Does the level gauge measure automatically?
- How many meters are attached to each level gauge?

5) Flow Computers

- System Capacity:
  - Type or Make
  - Year Installed
  - Available Certificate for Usage
  - Last Audited by Weights and Measures
- System Requirement – Inspector to determine
- Software Audit Trail – To be Carried out by Inspector

6) Produce API Conversion Table.

7) Importer(s) Method of receiving Products/ Method of Settling quantity dispute between Exporter(s) and Importer(s).

8) How many flow stations are connected to the Terminal?

9) How many wellheads are connected to the Terminal?

10) Presentation of tank's quality and quantity certificate

11) Other comment(s):

- Royalty – Petroleum Profit Tax
  - Export Volume Net Balance
  - Evidence of gas flaring penalty
  - Others

<i>Company Representative :</i>			<i>Inspecting officer:</i>
<i>Designation:</i>			<i>Title:</i> <i>Signature:</i>
<i>Date</i>	<i>Time</i>	<i>Signature</i>	<i>Date:</i>