



Port Papers and Checklists (Refuelling Operations)

Port: SHELL SARNIA (North Dock)

Date: June 14, 2025

Vessel & IMO Number: R.T. Hon Paul J MARTIN 7324405

Refuelling Ticket Number: 144

Requisition Number:

GMAS Clearance Number: KX 1162

Item No.	Document Description	Complete: Yes / No / N/A
1	Pre-Arrival Checklist & Post Departure Checklist	yes
2	Ship / Shore Safety Checklist (Parts A & B)	yes
3	Port Timesheet	yes
4	Bunkers Delivery Note	yes
5	Fuel Meter Receipts	yes
6	Fueling approval form (print off email from trading and attach)	yes
Additional documents included as necessary:		
7	K36A - Tax Exemptions Form (Req. for all non-Canadian vessels)	yes NA
8	Letters of Protest	N.A.

These port papers have been reviewed and determined to have been satisfactorily completed.

PTL: [Signature] Date: June 14/25

Pre-Arrival Checklist - Jetty Operations Fueller

To be completed 1-2 hours prior to vessel's arrival			
TERMINAL: SARNIA (North Dock)		VESSEL: RT Hon Paul J MARTIN	
REQ No.		ETA DATE: JUNE 14/25	
Item	Item Description	Yes	No
1.	Has approval to fuel vessel been given by Shell trading? (Print off and attach)	✓	
2.	Have the Pre-Arrival Questionnaire been received and confirmed correct?	✓	
3.	Is berth, product & pipeline available?	✓	
4.	Has mooring gang, depot and other relevant personnel been informed?	✓	
5.	Is depot ready to load or receive, including a test of the sump high level alarm?	✓	
6.	Are radios fully charged with spare batteries available?	✓	
7.	Is lifting equipment operational, in good order and ready for use?	✓	
8.	Is the depot/jetty firefighting system ready for immediate use?	✓	
9.	Has all PPE been checked, including life vests, and confirmed to be in good order?	✓	
10.	Is lighting in the Terminal and on the jetty in good order?	✓	
11.	Is sampling equipment ready and in good order?	✓	
12.	Have shore manifold valves and lines been correctly set and checked?	✓	
13.	Have you visually checked the dock piping, loading hoses and they are free of leaks?	✓	
14.	Has PTL been notified and confirmed minimum ERT staffing available?	✓	
15.	Is there containment boom available for use and available boat for deployment?	✓	
16.	Do you have the relevant documentation ready for the ship's arrival (SDS, Ship/shore check list, transfer agreement, etc)?	✓	
17.	Is the jetty access ways free from obstructions with the control barriers and safety signs in place?	✓	
18.	Ensure that no unauthorized maintenance work is ongoing in the jetty area?	✓	
19.	Has a visual inspection of ship/shore electrical isolation flanges been made?	✓	
20.	Are there spare gaskets available?	✓	
21.	Test of dock ESDs. (Open both XV-919 & XV-920 and test pushbutton on the Dock. Verify both valves close)	✓	
22.	Is the jetty housekeeping in good order?	✓	

Checked By: R. Hutzler Date: JUNE 14/25 Time: 0300

Post Departure Checklist - Jetty Operations Fueller

Item	Item Description	Yes	No
1.	Is there any visible damage to the jetty?		✓
Note any visible Damage (and issue Letter of Protest):			
2.	Are the bunker manifolds locked, hoses and lines drained?	✓	
3.	Is the shore line isolated and moveable equipment secured?	✓	
4.	Is the jetty access ways free of obstructions, the control barriers and safety signs stored?	✓	
5.	Have the portable radios and batteries been returned to vessel?	✓	
6.	Is the jetty clear of rubbish and is the general housekeeping in good order?	✓	
7.	Have all logbooks / timesheets / port paperwork / LOP's been fully completed?	✓	

Checked By:

Phillips
C.F.
B. Humble

Date:

Date: 14 June 2025 Ti
June 14

Time:

~~0302~~
0745

SHIP/SHORE SAFETY CHECK LIST

Ship's Name: Paul MartinDate & Time of Arrival: June 14/25Berth: North Dock, SMC

Part A General – Physical Checks	Ship	Terminal	Code	Remarks
1. There is safe access between the ship and shore.	✓	✓	R	
2. The ship is securely moored.	✓	✓	R	
3. The agreed ship/shore communication system is operative.	✓	✓	A R	Main: Portable Radios Back up: Verbal
4. Fire hoses and fire-fighting equipment is positioned & ready for immediate use on ship & shore.	✓	✓	R	
5. Bunker hoses, pipelines & manifolds are in good condition, properly rigged, pressure tested within the last 12 months & appropriate for the service intended.	✓	✓		
6. The bunker transfer system is sufficiently isolated & drained to allow safe removal of blank flanges prior to connection.	✓	✓		
7. Scuppers & 'save-alls' on board are effectively plugged and drip trays are in position and empty.	✓		R	
8. Temporarily removed scupper plugs will be constantly monitored.	✓		R	
9. Shore spill containment & sumps are correctly managed.		✓	R	
10. Unused bunker connections are properly secured with blank flanges fully bolted on the ship and shore.	✓			
11. All ballast & bunker tank lids are closed.	✓			
12. Sea & overboard discharge valves, are closed & sealed.	✓			
13. All external doors, ports & windows in the accommodation, stores & machinery spaces are closed. Engine room vents may be open.	✓		R	
14. The ship's emergency fire control plans are located externally.	✓			Location

Part B General – Verbal Verification	Ship	Terminal	Code	Remarks
15. The ship is ready to move under its own power.			P R	
16. There is an effective deck watch in attendance on board & adequate supervision of operations on the ship & in the terminal.	✓	✓	R	
17. There are sufficient personnel on board & ashore to deal with an emergency.	✓	✓	R	
18. The procedures for bunker handling has been agreed.	✓	✓	A R	
19. Bunkering will be stopped by ship or shore? (indicate in remarks column)	✓	✓	A	Stop By:
20. Material safety data sheets (SDS) for the fuel transfer have been provided.	✓	✓	P R	
21. The emergency signal & shutdown procedure to be used by the ship & shore have been explained & understood	✓	✓	A	
22. The hazards associated with toxic substances in the bunker being handled have been identified and understood.	✓	✓		H ₂ S Content <10 PPM
23. An International Shore Fire Connection is available.	✓	✓		

Part B General – Verbal Verification	Ship	Terminal	Code	Remarks
24. The agreed tank venting system will be used.	✓	✓	A R	Method
25. Independent high level alarms, if fitted, are operational & have been tested, tank levels will be monitored regularly.	✓		A R	
26. Adequate electrical insulating means are in place in the ship/shore connection.		✓	A R	Insulating flange installed in loading arm
27. Are precautions in place to prevent potential ignition sources from hazards such as smoking, lighting and portable electronics.	✓	✓	A R	
7. Hand torches (flashlights) are of an approved type.	✓	✓		
29. Fixed VHF/UHF transceivers & AIS equipment are on the correct power mode or switched off.	✓			
8. Portable VHF/UHF transceivers are of an approved type.	✓	✓		
31. The ship's main radio transmitter aerials are earthed & radars are switched off.	✓			
32. There is provision for an emergency escape.	✓	✓		See current Port Information Book
33. The maximum wind and swell criteria for operations has been agreed.	✓	✓	A	Stop bunkers at: 25kts Disconnect at: 30kts Unberth at: 35kts
34. Security protocols have been agreed between the Ship Security Officer and the Port Facility Security Officer, if appropriate.	✓	✓	A	
35. Primary and secondary muster points in the event of an emergency have been identified and muster location schematic issued to vessel.	✓	✓		See current Port Information Book
36. All additional services have been arranged with Shell approved external contractors and agreed as to the sequence of events during the port call.	✓	✓		
37. Agreement that pressurized air will be used to clear all hoses prior to disconnection.	✓	✓		Shore supplied air

DECLARATION

We, the undersigned, have checked the above items in Parts A and B, in accordance with the instructions and have satisfied ourselves that the entries we have made are correct to the best of our knowledge.

We have also made arrangements to carry out repetitive checks as necessary and agreed that those items coded 'R' in the Check List should be re-checked at intervals not exceeding 6 hours.

If to our knowledge the status of any item changes, we will immediately inform the other party.

A – Agreement or procedure that should be identified in the Remarks Column or communicated in some other form.

P – Permission. In the case of a negative answer to the statement marked "P", operations should not be conducted without the written permission from the appropriate authority.

R – Re-check. This indicates items to be rechecked at the appropriate interval, as agreed between both parties, at periods stated in the declaration.

Receipt of *Ship or Shore (*delete one that is not applicable) UHF/VHF Radio

I the undersigned have received a communications radio for the purpose of communicating between relevant parties during vessel operations. I will ensure that the radio is returned to the upon completion of all operations and prior to the vessel's departure.

Ship	For Shore
Name <u>RAMI DHILLON</u>	Name <u>R. Hutson</u>
Rank <u>C/E</u>	Position <u>..... Dock Operator</u>
Signature <u>[Signature]</u>	Signature <u>[Signature]</u>
Date & Time <u>14 June 25 / 0305</u>	Date & Time <u>June 14 / 25 0200</u>

PORT TIMESHEET

(All times local)

VESSEL & IMO NUMBER: Rt. Hon Paul Martin 7324409

PORT: Shell Sarnia (North Dock)

DATE	TIME	ACTIVITY
June 14/25	0240	FIRST LINE ASHORE
June 14/25	0250	ALL FAST
	0305	HOSES CONNECTED
	0310	SAFETY CHECKLIST COMPLETED
	0317	COMMENCED REFUELLING
	0700	COMPLETED REFUELLING
	0705	VESSEL LOADED FIGURES CALCULATED
	0710	TRANSFER PAPERWORK COMPLETED
	0710	HOSES ARMS DISCONNECTED
June 14/25	0730	VESSEL UNMOORED

DELAYS AND SERVICE PROVIDERS DURING PORTCALL

(Include times for any Service Providers to ship i.e. Slop, Caustic, Lube Trucks)

DATE	TIME Start/Finish	ACTIVITY

In the event that ship's valves are closed on board without giving ample warning to the terminal, I recognize that the ship is solely responsible for any damage caused by excess pressure to supplier's bunkering equipment or any resulting spillage/overflow of oil.

In the event that I am unable to accommodate the full quantity ordered above, I accept that my Principals may be liable for any handling charges and any other expenses incurred on the shut-out quantity.

For Ship	For Shore
Name <u>RAMI DHILLON</u>	Name <u>R. Hutson</u>
Rank <u>C/E</u>	Position <u>Dock Operator</u>
Signature <u>R. Dhillon</u>	Signature <u>R. Hutson</u>
Date & Time <u>14/06/25 @ 0305</u>	Date & Time <u>June 14/25 0200</u>



SHELL Sarnia Manufacturing Centre
150 St Clair Pkwy, Corunna, ON N0N 1G0, Canada
519-481-1245

Bunkers Delivery Note

Vessel Rt. Hon Paul J. Martin

IMO Number 7324405

Chief Engineer

Rami Dhillon

Port Sarnia

Declaration that bunker fuel supplied conforms with MARPOL Annex VI

We declare that the fuel oil supplied is in conformity with Regulation 18.3 of this Annex and that the sulphur content of the fuel oil supplied does not exceed:

Please mark (x) in the applicable box(es) below.

<input checked="" type="checkbox"/>	the limit value given by Regulation 14.4 of this Annex; or
<input type="checkbox"/>	the purchaser's specified limit value, on the basis of the purchaser's notification that the fuel oil is intended to be used:

1. in combination with an equivalent means of compliance in accordance with Regulation 4 of this Annex; or
2. is subject to a relevant exemption for a ship to conduct trials for sulphur oxides emission reduction and control technology

Hutson, Ricky

SMC Representative

[Signature]
Signature

Grade to Load	Qty Loaded (MT)	Gallons (US gal)	Est. Load Temp (°C)
HFO 380	0.0		
MGO	325.2		16.8

I understand that the measured or calculated properties will be as follows

Grade & Sulphur Content (% m/m by ISO8754)		Viscosity (ISO 3140)	Density (ISO 3675)
HFO 380	% m/m	mm ² /s at 50 °C	kg/m ³ at 15°C
MGO	0.08 % m/m	2.35 mm ² /s at 40 °C	849.90 kg/m ³ at 15°C

Bunkering (MARPOL Annex VI)

Samples will be drawn from the bunker manifold of the delivery dock. (If no, comment below)

Yes / No

COMMENTS:

Bunker Samples

Grade Loaded	Sample Seal Number			
HFO 380	MARPOL		SHELL #1	
	VESSEL		SHELL #2	
MGO	MARPOL	580000265	VESSEL	5800266

Ship		Shore	
Name:	<u>RAMI DHILLON</u>	Name:	<u>Humble, Brad</u>
Rank:	<u>CHIEF ENGINEER</u>	Position:	<u>Dock Operator</u>
Signature:	<u>[Signature]</u>	Signature:	<u>[Signature]</u>
Date & Time:	<u>6/14/2025</u>	Date & Time:	<u>6/14/2025</u>

NORTH FUELING TERMINAL
SHELL CANADA PRODUCTS LTD
150 ST. CLAIR PKWY, CORUNNA, ON, NON 1G0

=====

VESSEL: HONPAULMARTIN

(MM/DD/YYYY)
Load Date: 06/14/25

REQUISITION #:

Batch Start: 03:09

BOL #: 0145

Batch End: 07:01

** TICKET IS NOT AN OFFICIAL BILL OF LADING**

LOAD DATA

PRESET NUMBER	PRODUCT NAME	TEMP (DEG.C)	GROSS VOLUME (Liter)	VCF	NET VOLUME @15DEG.C (Liter)
02	MDO	16.75C	383170L		382634L
02	MDO	16.75C	383170L	0.9986	382634L

TOTALS:

383170L

382634L

CHIEF ENGINEER:

Shillon C/E

DOCK OPERATOR:

Bradley



Load Summary for Marine Oil

This delivery is in Litres. Other unit of measure are Metric unless otherwise indicated.

Date: June 13, 2025

Company Name: Canada Steamship Lines
Ship Name: Rt. Hon Paul J. Martin

Fuel Amount (MT): 325
Ticket Number: 144
Req #:

Operator: Hutson, Ricky

Tank Information		Viscosity (cSt)	Density (kg/m ³)	Sulfur (% by mass)	Flash
					(Deg C)
Bunker Tank:	89	626.18	987.60	2.13	84.60
Cutter Tank:	7	2.35	849.90	0.08	66.40

PP

Requested Blend

Blend Type HFO 380
Viscosity 380 cSt
Density 991 kg/m³

Actual Blend

Blend Type 380
Viscosity 380.0 cSt
Density 980.6 kg/m³
API 12.8 ° API
Sulphur 2.0 % m/m

Cutter Ratio: 5.1

Comments

Signatures
Chief Engineer: *R. Dhillon*

Operator: *R. Hutson*

Sarnia Manufacturing Centre (S.M.C.) - Pre Arrival Questionnaire (Refuelers)

To be completed at least 48 hours prior at arrival

Email: gxscansnarefmarine@shell.com

Fax: 519 481 2105

Security Gate: 519 481 1245

Pump House 519 481 1233

1	Vessel Name	Rt. Hon Paul J Martin	IMO or Official #	7324405
2	ETA	14/06/2025 @ 01:30		
3	Last Port Of Call	Nanticoke, Ont		
4	Vessel 's Contact Number	514-917-3819		
5	The vessel will have a Great Lakes Pilot during port call?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
6	Is all vessel's navigation equipment in good working order?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
7	Arrival Displacement	39,432.74		
8	Vessels Security Level?	MARSEC: 1		
9	Are all vessel trading certificates valid and within date?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
10	Expiry date for Certificate of Class	April 10/2026		
11	Expiry date for Bunker Liability Insurance Coverage.	February 20/2026		
12	Will the vessel allow shoreleave, crew change etc?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
13	Will the require Customs & Immigration Clearance?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
14	Vessel will provide safe access per maritime industry standards.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
15	Fuel required	LSMGO	Flow Rate	150 mt/hr TBC
	Quality M/T	325 mt TBC	Blend CST/ Viscosity	
16	Fuel required		Flow Rate	
	Quality M/T		Blend CST/ Viscosity	
17	Storing	<input type="checkbox"/> Yes	Caustic Soda	<input type="checkbox"/> Yes
18	Waste Oil	<input type="checkbox"/> Yes	Sewage	<input type="checkbox"/> Yes
19	All lifting operations will be in compliance with Port Information Book and industry standards			<input checked="" type="checkbox"/> Yes
20	Does the vessel have any special requirements, please list.			receiving groceries/ crew change
21	Confirm SMC Port Information Book (2019) has been received and vessel complies with requirements.			<input checked="" type="checkbox"/> Yes
22	Crew member will witness metering and sampling?			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

River Water Level Assessment for Clearance

(a)	(b)	(c)	(d)	(e)	(f)
Available draft at the North Dock	Water Level from CHS Point Edwards 519-344-0263 CHS Link	C=A+B Total available water at the dock	Vessel Max Draft in meters	E=C-D Difference in max draft to available water	Vessel's draft acceptable.
8.4	0.6	9	6.9	2.1	YES

CHS Link

Submit Completed PreArrival Questionnaire

Hutson, Ricky SCAN-DRP/C/A321

From: Dailey, Chance W STUSCO-STP/311
Sent: Thursday, June 12, 2025 3:37 PM
To: Romain Nulli; GX SCAN SNAREFMARINE
Cc: Martins, Renee STCAN-STO/PAM32; Vessel: Rt. Hon. Paul J. Martin: Chief Engineer; Vessel: Rt. Hon. Paul J. Martin: Captain; Vessel: Rt. Hon. Paul J. Martin: 1st Mate; Vessel: Rt. Hon. Paul J. Martin: Wheelhouse; Vessel: Rt. Hon. Paul J. Martin: Vessel Control Group; CSL Group Procurement: Bunkers Canada
Subject: RE: Rt. Hon. Paul J. Martin - Purchase Confirmation # - 7366 - Sarnia, On - June 13, 2025
Attachments: SMC Port Information Booklet 2025.pdf; Pre-Arrival Questionnaire - Refuelers 2025.xlsm

Hi Sarnia team,

Fueling of this vessel has been approved.

CSL team,

Please find attached the Sarnia Port Info Pack and the Pre-Arrival questionnaire.

Thanks!

Chance



Chance Dailey

Marine Fuel Account Manager
Shell Trading (US) Company Inc.
1000 Main St, 11th Floor, Houston, TX USA, 77002
Cell: 1.713.259.0057 ***Please note my new cell number
chance.dailey3@shell.com

Our group mail box is:

GXTRShellAmericasBunkerSales@shell.com

From: Romain Nulli <Romain.Nulli@cslships.com>

Sent: Thursday, June 12, 2025 2:15 PM

To: GX TR ShellAmericasBunkerSales <GXTRShellAmericasBunkerSales@shell.com>

Cc: Romain Nulli <Romain.Nulli@cslships.com>; Martins, Renee STCAN-STO/PAM32 <R.Martins@shell.com>; Vessel: Rt. Hon. Paul J. Martin: Chief Engineer <PMAR.ChiefEngineer@cslships.com>; Vessel: Rt. Hon. Paul J. Martin: Captain <PMAR.Captain@cslships.com>; Vessel: Rt. Hon. Paul J. Martin: 1st Mate <PMAR.1stMate@cslships.com>; Vessel: Rt. Hon. Paul J. Martin: Wheelhouse <PMAR.Wheelhouse@cslships.com>; Vessel: Rt. Hon. Paul J. Martin: Vessel Control Group <PMAR.VCG@cslships.com>; CSL Group Procurement: Bunkers Canada <bunkers.canada@cslships.com>

Subject: Rt. Hon. Paul J. Martin - Purchase Confirmation # - 7366 - Sarnia, On - June 13, 2025

Good day,

Please, find enclosed our purchase order (7366) for Rt. Hon. Paul J. Martin, at Sarnia, On. Updated ETA and delivery time must be coordinated with Chief Engineer.

Thanks,

Order Details

- **Vessel:** Rt. Hon. Paul J. Martin
- **IMO:** 7324405
- **Port:** Sarnia, On
- **Supplier:** Shell Canada (Canada Toronto)
- **Berth Name/Section:**
- **ETA:** June 13, 2025
- **Delivery Date:** June 13, 2025
- **Notes:** Date of Bunkering around 13 June 2025 if no delays to vessel. Final quantities to be bunkered will be amended later.

Products

- **Product:** LSMGO
- **ISO Standards:** ISO 8217:2017
- **Quantity:** 325 MT

Romain Null!



Senior Strategic Sourcing Specialist
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