

THIS APPLICATION IS TO OBTAIN PERMISSION TO CONDUCT NON-CARGO LIQUID TRANSFER OPERATIONS AND DOES NOT REMOVE THE REQUIREMENT FOR PORT USERS TO COMPLETE THEIR OWN SAFETY SYSTEMS OF WORK, INCLUDING PERMITS WHERE REQUIRED.

Prior to the commencement of any bulk bunkering of oils (i.e. fuels and/or lubes) upon any vessel within the port of Geelong, this document is to be completed by the fuel supplier's representative OR the owner/operator/master/skipper/ chief engineer of the receiving vessel.

The completed form is to be scanned and forwarded to geelong@vrca.vic.gov.au

Name of Applicant			
Activity		<input type="checkbox"/> Bunkering <input type="checkbox"/> Sludge Discharge <input type="checkbox"/> Other:	
Name of Vessel		Location	
Type of Fuel		Volume of Fuel	
Emergency number		Mobile number	
Safe System of Work			
Is a safe system of work in place? (i.e. Permits, JSEA, Risk Assessment, etc)? Yes <input type="checkbox"/> No <input type="checkbox"/> to be completed			
Traffic Management Plan: Yes <input type="checkbox"/> No <input type="checkbox"/> NA <input type="checkbox"/>		Number of Trucks:	
Responsibilities			Acknowledged
Ensure that all combustible materials are removed from bunkering area			Yes <input type="checkbox"/> No <input type="checkbox"/>
Ensure that oil spill containment and clean-up equipment has been withdrawn from its storage area, is deployed, and is in full preparedness			Yes <input type="checkbox"/> No <input type="checkbox"/>
Ensure that at all times both the supplier and recipient have personnel, familiar with their respective operations, in attendance and continually monitoring operations.			Yes <input type="checkbox"/> No <input type="checkbox"/>
Ensure that there is a clearly defined method of communication agreed between both parties, encompassing directions to start, to stop, for emergency stop, and for completion operations.			Yes <input type="checkbox"/> No <input type="checkbox"/>
In the event of any oil spill, the emergency stop signal shall be indicated, with pumping ceased before any valves are closed, and with all parties immediately assisting with containment.			Yes <input type="checkbox"/> No <input type="checkbox"/>
Should a spill of any material occur upon harbour waters, the port of Geelong must be immediately notified (tel 52470300 or VHF Ch 12 / 24hrs / 365 days), without delay, so that response measures can immediately commence. (Telephone 5225 3565)			Yes <input type="checkbox"/> No <input type="checkbox"/>
In the event of any spill upon the wharf or receiving vessels decks, the port of Geelong is to be notified (tel 52470300 / 24hrs) as soon as possible following containment. (Telephone 5225 3565)			Yes <input type="checkbox"/> No <input type="checkbox"/>
Neither party shall attempt any clean-up of oil upon harbour waters; concentrating their efforts upon containment at the source of the spill – the supplier and recipient shall only contain and clean up the wharf area or the vessels decks.			Yes <input type="checkbox"/> No <input type="checkbox"/>
THIS APPLICATION IS GRANTED SUBJECT TO THE FOLLOWING CONDITIONS			
<p>A. Applications are issued on the day of transfer operations and are valid for the duration of the task.</p> <p>B. The Application shall be in the possession of the operator before transfer operations are commenced and must be retained in their possession throughout the operation and be produced on demand to any authorised officer of the Geelong Port.</p> <p>C. A valid Application covers only the transfer operation stated thereon and a further Application must be obtained before any additional transfer operations are commenced.</p> <p>D. For transfer operations aboard ships this application is issued subject to current / state regulations.</p>			
ACKNOWLEDGMENT			
I Acknowledge that it is my responsibility to ensure that all persons engaged in this operation, whether employed directly or on sub contract are suitably qualified and execute their duties in a safe manner in accordance with the requirements of this application.			
Supplier and Recipient agree and accept that all bunkering procedures are to comply with:			
<p>a. ISM/ISO policies, MARPOL regulations, Victorian State and Australian Federal legislation.</p> <p>b. Their responsibilities as laid out above.</p>			
Commencement	DATE:	TIME:	
Completion	DATE:	TIME:	
Name:			
Signature		Contact Number:	
Port Issuing officer:		Contact Number:	
Signature		Date of Issue	
This form must be completed and signed prior to any transfer operation and retained until the completion of the works.			