

DEENDAYAL PORT AUTHORITY

(ISO 9001-2008 & 14001:2004 Certified)



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*** CIRCULAR ***

Of late it is observed that the guidelines issued for bunker supply activity in DPA are not being followed strictly/in true spirit by the bunker suppliers. Sometimes it has been noticed that some untoward incidents are taking place inside cargo jetty while ship bunkering activity which is detrimental for the port safety as well as cargo handling operations.

In view of the above, in order to avoid such untoward incidents in future and safe handling of cargo handling operations, the revised guidelines for ship bunkering activity in DPA are again enclosed herewith for the strict compliance.

Enclosed: *Revised Guidelines for Ship Bunkering in DPA.*

TRAFFIC MANAGER
DEENDAYAL PORT AUTHORITY

To:

IOCL / HPCL / BPCL / KPSAA / KSSRA

Copy To:

1. OSD to Chairman : for kind information of Chairman please.
2. PS to Dy. Chairman : for kind information of Dy. Chairman please.
3. Dy. Conservator : for kind information & necessary action please.
4. Commandant- CISF, Kandla : for kind information & necessary action please.
5. Add. Asst. Director Safety, IDS-Kandla : for kind information please.
6. All Officers of Traffic Department : for kind information & necessary action please.

GUIDELINES FOR BUNKERING OF SHIP (DEENDAYAL PORT AUTHORITY)

Revised Guidelines for Ship Bunkering Operation inside port:

1. All the statutory rules & regulation shall be followed strictly without fail. Violation of the same will be viewed seriously and necessary action will be taken as deemed fit.
2. Bunkering from cargo jetty side should be avoided to the extent possible. The same would be permitted under exceptional / emergency situation only.
3. Bunkering from cargo jetty side will not be allowed for bunker volume more than 200 MT per VCN. The truck tanker to barge loading is permissible at bunder area jetty only.
4. Bunker Handlers who physically supply bunker to vessels must possess a trade license and should be registered as a bunker supplier / handler / operator with DPA. Also they must have DG (Director General) Shipping authorization and registration as Bunker supplier. All relevant licenses/approval shall be taken from concerned authorities prior to bunkering activity inside the port.
5. As per the Dock Workers (Safety, Health & Welfare) Regulations, 1990, Notification for Dangerous Goods: Regulation 76, to be compiled strictly while carry out dangerous goods handling at port. To ensure the safety of the dock workers while loading/discharging dangerous goods, the process of pre checking of documents related to safety is compulsory. The agent of vessel and master of vessel have to fulfil all the requirement as mentioned in application for clearance of safety for commencing loading / discharging of dangerous goods at jetty. The required documents should be forwarded to Inspectorate of Dock Safety, Kandla and Safety Officer, DPA through email.
6. Bunkering operation at cargo jetty area shall be carried out during daylight hours only.
7. Entry/Exit of truck shall not be allowed from North Gate for ensuring safety of the personnel.
8. Tank truck used for bunkering operations shall comply with all the requirement of Central Motor Vehicle Act & Rules. Tanker trucks used for bunkering operations must be loaded as per their approved cargo loading capacity only.
9. Authorised Bunker Supplier, Handler, Transporters who transports oil or other hazardous substances must have suitable liability insurance policy to cover losses that may occur due to pollution caused by oil spillage / accident.
10. At a time only one Tank Truck Lorry or barge to be connected with ship for bunkering. It is applicable to loading of fuel from truck tanker to barges also. No dual pumping is allowed by two tank truck lorries at a time.
11. The bunkering operation should be barricaded so that unwanted personnel entry can be restricted while bunkering at cargo jetty area.
12. Flange guard shall be provided on each flange connections in system.
13. Wear complete PPE (Personal Protective Equipment) including gloves, hard hat with chin strip on and safety harness.



GUIDELINES FOR BUNKERING OF SHIP (DEENDAYAL PORT AUTHORITY)

14. All Operating personnel must know of any dangerous characteristic of fuel as stated in MSDS (Material safety Data Sheet).
15. SOPEP Kit be available to use (List of the equipment is attached)
16. Tanker trucks used for bunkering must have good condition of storage tank, electrical fittings and fire safety equipment.
17. Bunker pump to be well-maintained and fitted with pressure and temperature gauges.
18. Bunkering hoses must be valid / tested and certified for Pressure rating by a DG (Directorate General) approved testing agency.
19. All firefighting system and equipment must be ready for any emergency throughout the bunkering operation.
20. All deck openings and scupper must be plugged or closed.
21. Different grades of fuel oil must never be mixed together.
22. All un-required flange must be blanked and tank soundings be taken at regular interval.
23. Place dip trays under the hose pipe lines at strategic positions.
24. Flow rate must be slow during the start of the bunkering procedure to avoid unwanted mixing, spill or overflow.
25. Oil absorbing material be available at different positions.
26. Make sure the vent lines for tanks are clear.
27. Internal tank overflow arrangement must be there and checked prior to the process.
28. proper communication link must be there in between the ship and barge personnel.
29. The operator must test or ask for the hydrocarbon content in the tank.
30. Temperature of bunker transfer must be regulated upon with the supplier.
31. Care must be taken while changing over from one tank to another.
32. Care must be taking while obtaining maximum loading volume for each tank.
33. Follow the proper checklist for bunkering operation.
34. Wooden Stoppers should be provided at the tyre of truck tanker to avoid accidental rolling of truck during fuel transferring operation.
35. Radars on board to be switched off and VHF to be used on low power.
36. No smoking signs to be placed and strictly followed.



GUIDELINES FOR BUNKERING OF SHIP (DEENDAYAL PORT AUTHORITY)

List of SOPEP Equipment:

- I. OS dispersant
- II. Sawdust
- III. Rags
- IV. Absorbent pads
- V. Oil kit bags
- VI. Scoops
- VII. Shovel
- VIII. Brooms & brushes
- IX. Buckets
- X. Drums
- XI. Rubber suits / boots / gloves
- XII. Wilden pump with hoses

A handwritten signature in blue ink, consisting of a large, stylized 'E' followed by a checkmark-like flourish.

**GUIDELINES FOR BUNKERING OF SHIP
 (DEENDAYAL PORT AUTHORITY)**

Ship Bunkering Checklist:

(To be filled and submitted to ATM (O) & Safety Officer for each vessel bunkering activity permission)

Date:		
Name of Vessel:		
Berth No.:		
Name of Bunker Supplier:		
Name of Bunker Supply Handling Agency:		
Sr. NO.	Description	YES/NO. (Remark if any)
1.	Measures the content / volume of oil in each tank.	
2.	Prepare tanks for the bunkering operation.	
3.	Vessel to be securely docked or bunker barge be moored successfully.	
4.	All Pipelines be lined up.	
5.	Code B Red flag be hosted.	
6.	Warning signs be placed.	
7.	The final amount of bunker fuel to be transferred is decided.	
8.	SOPEP plan is discussed and available.	
9.	SOPEP equipment be placed for use at strategic positions.	
10.	The transferring station area is barricaded at berth?	
11.	Wooden Stoppers provided at the tyre of truck tanker.	
12.	Start / Stop signal is decided between the vessels.	
13.	Communication medium between the ship's is decided / agreed upon.	
14.	Maximum pumping rate be decided / agreed upon.	
15.	Hose connections be checked for any leakage.	
16.	Unused manifold connection to be blanked off.	
17.	Bunkering operation be start at a minimum pumping rate.	
18.	Rate of fuel transfer must be temporary reduced during the changeover from one tank to another.	
19.	Supply pressure must be monitored at all times.	
20.	Samples are to be taken.	
21.	Suppliers must be informed in advance about the stopping of the pumping.	
22.	Drain hose pipes after the completion of operation.	
23.	Blank off all closed manifold connections.	
24.	Take sounding of all associated tanks.	
25.	Take BDN.	
26.	Verify the information with that given on BDN and record in the oil record book.	
Name & Signature of Authorized person of Bunker Supply Handling Agency		

