

Oil Transfer Procedures/Qualifications

Links to applicable regulations

- [33 CFR 155.700](#) – Designation of Person in Charge
- [33 CFR 155.710](#) – Quals for Person in Charge
- [33 CFR 155.715](#) – Letter of designation for POC
- [33 CFR 155.720](#) – Transfer procedures
- [33 CFR 155.730](#) – Compliance with procedures
- [33 CFR 155.740](#) – Availability of transfer procedures
- [33 CFR 155.750](#) – Contents of transfer procedures
- [33 CFR 155.785](#) – Communications
- [33 CFR 155.790](#) – Deck lighting
- [33 CFR 155.800](#) – Transfer hose
- [33 CFR 155.805](#) – Closure devices
- [33 CFR 155.820](#) - Records

Checklist for this item

	Person in charge designated:
	<ul style="list-style-type: none"> • Documented IAW - 33 CFR 155.715
	Person in charge is qualified:
	Procedures are current
	Transfer procedures listed for:
	<ul style="list-style-type: none"> • To or from the vessel • Tank to tank within the vessel
	Oil transfer procedures
	<ul style="list-style-type: none"> • Available for Coast Guard inspection • Printed in a language understood by the crew • Permanently posted or available / easily seen when engaged in oil transfers
	Contents of oil transfer procedures
	<ul style="list-style-type: none"> • Generic name of product transferred • Physical description of product • Description of order of product • Hazards involved in handling/safety instructions • Fire fighting procedures including extinguishing agents • Indicate applicability of transfer procedures • Piping line diagram <ul style="list-style-type: none"> ○ Location of each valve ○ Pump ○ Control device ○ Vent ○ Overflow • Location of shutoff valve or other isolation

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	device that separates bilge or ballast from transfer system
	<ul style="list-style-type: none">• Description & procedure for emptying discharge containment system
	<ul style="list-style-type: none">• Indicate number of people required to be on duty (duty and title)
	<ul style="list-style-type: none">• Procedures/duty assignments for tending vessel mooring lines
	<ul style="list-style-type: none">• Emergency shutdown procedure and means of communication
	Communications
	Deck lighting
	Transfer hose (33 CFR 154.500)
	Closure devices: (<i>Blanks or valves installed when not connected</i>)
	Records
	<ul style="list-style-type: none">• Names of persons currently designated as person in charge
	<ul style="list-style-type: none">• Results of most recent required tests / inspections (<i>hose, relief valves, remote shutdown indicators</i>)
	<ul style="list-style-type: none">• Transfer hose info (<i>oils service marking, date of manufacture, MAWP, results of most recent test and inspection</i>)
	<ul style="list-style-type: none">• Emergency shutdown procedure and means of communication

If you have questions regarding this topic, contact your local Coast Guard Sector.
