INTER-GOVERNMENTAL MARITIME CONSULTATIVE ORGANIZATION

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# IMCO

INTERNATIONAL CONFERENCE ON MARINE POLLUTION, 1973
Agenda item 7

CONSIDERATION OF A DRAFT INTERNATIONAL CONVENTION FOR THE PREVENTION OF POLLUTION FROM SHIPS, 1973

Text of Appendix III of Annex I, agreed by the Drafting Committee

## APPENDIX III
## FORM OF OIL RECORD BOOK

### I - FOR OIL TANKERS 1/

Name of ship .....

Total cargo carrying capacity of ship in cubic metres .....

Voyage from ..... (date)..... to.....(date).....

(a) Loading of oil cargo

| | | | | |
|---|---|---|---|---|
| 1. | Date and place of loading | | | |
| 2. | Types of oil loaded | | | |
| 3. | Identity of tank(s) loaded | | | |
| 4. | Closing of applicable cargo tank valves and applicable line cut-off valves on completion of loading 2/ | | | |

The undersigned certifies that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and inter-connections, were secured on completion of loading oil cargo 2/

Date of entry ..... Officer in Charge .....

Master .....

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1/ This Part should be completed for oil tankers including combination carriers and asphalt carriers, and those entries which are applicable shall be completed for ships other than oil tankers which are constructed and utilized to carry oil in bulk of an aggregate capacity of 200 cubic metres or above.

2/ Applicable valves and similar devices are those referred to in Regulations 20(2)(a)(iii), 23 and 24 of Annex I of the Convention.

(b) Internal transfer of oil cargo during voyage

| | | | | | |
|---|---|---|---|---|---|
| 5. | Date of internal transfer | | | | |
| 6. | Identity of tank(s) | i | From | | |
| | | ii | To | | |
| 7. | Was(were) tank(s) in 5(i) emptied? | | | | |

The undersigned certifies that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and interconnections, were secured on completion of internal transfer of oil cargo 2/

Date of entry ..... Officer in Charge .....

Master .....

(c) Unloading of oil cargo

| | | | | |
|---|---|---|---|---|
| 8. | Date and place of unloading | | | |
| 9. | Identity of tank(s) unloaded | | | |
| 10. | Was(were) tank(s) emptied? | | | |
| 11. | Opening of applicable cargo tank valves and applicable line cut-off valves prior to cargo unloading | | | |
| 12. | Closing of applicable cargo tank valves and applicable line cut-off valves on completion of unloading | | | |

The undersigned certifies that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and interconnections, were secured on completion of unloading of oil cargo 2/

Date of entry ..... Officer in Charge .....

Master .....

(d) Ballasting of cargo tanks

| | | | | |
|---|---|---|---|---|
| 13. | Identity of tank(s) ballasted | | | |
| 14. | Date and position of ship at start of ballasting | | | |
| 15. | If valves connecting cargo lines and segregated ballast lines were used give time, date and position of ship when valves were (a) opened, and (b) closed. | | | |

The undersigned certifies that in addition to the above all sea valves, overboard discharge valves, cargo tank and pipeline connections and interconnections, were secured on completion of ballasting 2/

Date of entry ..... Officer in Charge .....

Master .....

(e) Cleaning of cargo tanks

| | | | | |
|---|---|---|---|---|
| 16. | Identity of tank(s) cleaned | | | |
| 17. | Date and duration of cleaning | | | |
| 18. | Methods of cleaning 3/ | | | |

Date of entry ..... Officer in Charge .....

Master .....

3/ Hand hosing, machine washing and/or chemical cleaning. Where chemically cleaned, the chemical concerned and the amount used should be stated.

(f) Discharge of dirty ballast

| | | | | |
|---|---|---|---|---|
| 19. | Identity of tank(s) | | | |
| 20. | Date and position of ship at start of discharge to sea | | | |
| 21. | Date and position of ship at finish of discharge to sea | | | |
| 22. | Ship's speed(s) during discharge | | | |
| 23. | Quantity discharged to sea | | | |
| 24. | Quantity of polluted water transferred to slop tank(s) (identify slop tank(s)) | | | |
| 25. | Date and port of discharge into shore reception facilities (if applicable) | | | |
| 26. | Was any part of the discharge conducted during darkness, if so, for how long | | | |
| 27. | Was a regular check kept on the effluent and the surface of the water in the locality of the discharge | | | |
| 28. | Was any oil observed on the surface of the water in the locality of the discharge | | | |

Date of entry ..... Officer in Charge .....

Master .....

(g) Discharge of water from slop tanks

| | | | |
|---|---|---|---|
| 29. Identity of slop tank(s) | | | |
| 30. Time of settling from last entry of residues, or | | | |
| 31. Time of settling from last discharge | | | |
| 32. Date, time and position of ship at start of discharge | | | |
| 33. Sounding of total contents at start of discharge | | | |
| 34. Sounding of oil/water interface at start of discharge | | | |
| 35. Bulk quantity discharged and rate of discharge | | | |
| 36. Final quantity discharged and rate of discharge | | | |
| 37. Date, time and position of ship at end of discharge | | | |
| 38. Ship's speed(s) during discharge | | | |
| 39. Sounding of oil/water interface at end of discharge | | | |
| 40. Was any part of the discharge conducted during darkness, if so, for how long | | | |
| 41. Was a regular check kept on the effluent and the surface of the water in the locality of the discharge | | | |
| 42. Was any oil observed on the surface of the water in the locality he discharge | | | |

Date of entry ..... Officer in Charge .....

Master .....

(h) Disposal of residues

| | | | |
|---|---|---|---|
| 43. Identity of tank(s) | | | |
| 44. Quantity disposed from each tank | | | |
| 45. Method of disposal of residue:<br>(a) Reception facilities<br>(b) Mixed with cargo<br>(c) Transferred to another (other) tank(s) (identify tank(s))<br>(d) Other method (state which) | | | |
| 46. Date and port of disposal of residue | | | |

Date of entry ..... Officer in Charge .....

Master .....

(i) Discharge of clean ballast contained in cargo tanks

| | | | |
|---|---|---|---|
| 47. Date and position of vessel at commencement of discharge of clean ballast | | | |
| 48. Identity of tank(s) discharged | | | |
| 49. Was (were) the tank(s) empty on completion | | | |
| 50. Position of vessel on completion if different from 47 | | | |
| 51. Was any part of the discharge conducted during darkness, if so, for how long | | | |
| 52. Was a regular check kept on the effluent and the surface of the water in the locality of the discharge | | | |
| 53. Was any oil observed on the surface of the water in the locality of the discharge | | | |

Date of entry ..... Officer in Charge .....

Master .....

(j) Discharge overboard of bilge water containing oil which has accumulated in machinery spaces whilst in port4/

| | | | |
|---|---|---|---|
| 54. Port | | | |
| 55. Duration of stay | | | |
| 56. Quantity disposed | | | |
| 57. Date and place of disposal | | | |
| 58. Method of disposal (state whether a separator was used) | | | |

Date of entry ..... Officer in Charge .....

Master .....

(k) Accidental or other exceptional discharges of oil

| | | | |
|---|---|---|---|
| 59. Date and time of occurrence | | | |
| 60. Place or position of ship at time of occurrence | | | |
| 61. Approximate quantity and type of oil | | | |
| 62. Circumstances of discharge or escape, the reasons therefor and general remarks | | | |

Date of entry ..... Officer in Charge .....

Master .....

4/ Where the pump starts automatically and discharges through a separator at all times it will be sufficient to enter each day "Automatic discharge from bilges through separator".

(l) Has the oil monitoring and control system been out of operation at any time when discharging overboard, If so give time and date of failure and time and date of restoration and confirm that this was due to equipment failure and state reason if known .....

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Date of entry ..... Officer in Charge .....

Master .....

(n) Additional operational procedures and general remarks .....

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For oil tankers of less than 150 gross tons tonnage operating in accordance with Regulation 15(4) of Annex I of the Convention, an appropriate oil record book should be developed by the Administration.

For asphalt carriers, a separate oil record book may be developed by the Administration utilizing sections (a), (b), (c), (e), (h), (j), (k) and (n) of this form of oil record book.

II - FOR SHIPS OTHER THAN OIL TANKERS

Name of ship .....

Operations from ..... (date), to ..... (date)

(a) Ballasting or cleaning of oil fuel tanks

| | | | |
|---|---|---|---|
| 1. Identity of tank(s) ballasted | | | |
| 2. Whether cleaned since they last contained oil and, if not, type of oil previously carried | | | |
| 3. Date and position of ship at start of cleaning | | | |
| 4. Date and position of ship at start of ballasting | | | |

Date of entry ..... Officer in Charge .....

Master .....

(b) Discharge of dirty ballast or cleaning water from tanks referred to under (a)

| | | | |
|---|---|---|---|
| 5. Identity of tank(s) | | | |
| 6. Date and position of ship at start of discharge | | | |
| 7. Date and position of ship at finish of discharge | | | |
| 8. Ship's speed(s) during discharge | | | |
| 9. Method of discharge (state whether to reception facility or through installed equipment) | | | |
| 10. Quantity discharged | | | |

Date of entry ..... Officer in Charge .....

Master .....

(c) Disposal of residues

| | | | |
|---|---|---|---|
| 11. Quantity of residue retained on board | | | |
| 12. Methods of disposal of residue:<br>(a) reception facilities<br>(b) mixed with next bunkering<br>(c) transferred to another (other) tank<br>(d) other method (state which) | | | |
| 13. Date and port of disposal of residue | | | |

Date of entry ..... Officer in Charge .....

Master .....

(d) Discharge overboard of bilge water containing oil which has accumulated in machinery spaces whilst in port*

| | | | |
|---|---|---|---|
| 14. Port | | | |
| 15. Duration of stay | | | |
| 16. Quantity discharged | | | |
| 17. Date and place of discharge | | | |
| 18. Method of discharge:<br>(a) through oily water separating equipment;<br>(b) through oil filtering system;<br>(c) through oily water separating equipment and an oil filtering system;<br>(d) to reception facilities | | | |

Date of entry ..... Officer in Charge .....

Master .....

(e) Accidental or other exceptional discharges of oil

| | | | |
|---|---|---|---|
| 19. Date and time of occurrence | | | |
| 20. Place or position of ship at time of occurrence | | | |
| 21. Approximate quantity and type of oil | | | |
| 22. Circumstances of discharge or escape, the reasons therefor and general remarks | | | |

Date of entry ..... Officer in Charge .....

Master .....

(f) Has the required oil monitoring and control system been out of operation at any time when discharging overboard. If so, state time and date of failure and time and date of restoration, and confirm that this was due to equipment failure, and state reason if known.

Date of entry ..... Officer in Charge .....

Master .....

(g) New ships over 4,000 tons gross tonnage: has dirty ballast been carried in oil fuel tanks, Yes/No .....

If so, state which tanks were so ballasted and method of discharge of the dirty ballast .....

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Date of entry ..... Officer in Charge .....

Master .....

(h) Additional operational procedures and general remarks .....

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Date of entry ..... Officer in Charge .....

Master .....