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To: **MARINE COMMITTEE** **MC(10)89**

Copy: **All Full and Associate Members (for information)**
Construction and Equipment Sub-Committee

MARPOL ANNEX I AMENDMENTS ENTERING INTO FORCE 1 JANUARY 2011

Action required: Members are reminded that MARPOL Annex I amendments affecting the IOPP Certificate and the Oil Record Book (ORB) enter into force 1 January 2011. The associated Guidance approved for the recording of operations in the ORB should also be noted as a number of IMO Member States have indicated their PSC will use this guidance as a benchmark during PSC inspections.

MEPC 59 adopted resolution MEPC.187(59) on 17 July 2009. This will enter into force 1 January 2011. The resolution amends regulations relating to requirements in the IOPP Certificate and the ORB, Part I. The amendments require the use of; additional and revised engine room oil sludge tank definitions in the IOPP Certificate; a revised supplement to the IOPP Certificate, and; the use of a new version ORB.

MEPC 61 (27 September – 1 October 2010) approved the associated *"Guidance for the recording of operations in the oil record book, Part I – Machinery space operations (all ships)"* that has been recently released as MEPC.1/Circ.736.

Resolution MEPC.187(59) and MEPC.1/Circ.736 are provided as annexes to this circular.

MEPC.187(59) partly amends the form of the Supplement to the IOPP Certificate and Supplements reissued on or after 1 January 2011 should be in the new form. It should be noted that although for existing ships having the Supplement in the former form, the Supplement in the new form will be issued at the first periodical survey or occasional survey (MARPOL Annex I) on or after 1 January 2011 in accordance with MSC-MEPC.5/Circ.6., Shipowners/Ship Managers/Masters must have the correct edition of Oil Record Book Parts I and II onboard and in use on 1 January 2011.

D. H. Tongue,
Director, Regulatory Affairs

ANNEX 23

DRAFT RESOLUTION MEPC.187(59)
Adopted on 17 July 2009

AMENDMENTS TO THE ANNEX OF THE PROTOCOL OF 1978 RELATING TO THE INTERNATIONAL CONVENTION FOR THE PREVENTION OF POLLUTION FROM SHIPS, 1973

(Amendments to regulations 1, 12, 13, 17 and 38 of MARPOL Annex I, Supplement to the IOPP Certificate and Oil Record Book Parts I and II)

THE MARINE ENVIRONMENT PROTECTION COMMITTEE,

RECALLING Article 38(a) of the Convention on the International Maritime Organization concerning the functions of the Marine Environment Protection Committee (the Committee) conferred upon it by international conventions for the prevention and control of marine pollution,

NOTING Article 16 of the International Convention for the Prevention of Pollution from Ships, 1973 (hereinafter referred to as the "1973 Convention") and article VI of the Protocol of 1978 relating to the International Convention for the Prevention of Pollution from Ships, 1973 (hereinafter referred to as the "1978 Protocol") which together specify the amendment procedure of the 1978 Protocol and confer upon the appropriate body of the Organization the function of considering and adopting amendments to the 1973 Convention, as modified by the 1978 Protocol (MARPOL 73/78),

HAVING CONSIDERED proposed amendments to Annex I of MARPOL 73/78,

1. ADOPTS, in accordance with Article 16(2)(d) of the 1973 Convention, the amendments to Annex I of MARPOL 73/78 concerning regulations 1, 12, 13, 17 and 38 and the Supplement to the IOPP Certificate and Oil Record Book Parts I and II, the text of which is set out in the annex to the present resolution;

2. DETERMINES, in accordance with Article 16(2)(f)(iii) of the 1973 Convention, that the amendments shall be deemed to have been accepted on 1 July 2010 unless prior, to that date, not less than one-third of the Parties or Parties the combined merchant fleets of which constitute not less than 50 per cent of the gross tonnage of the world's merchant fleet, have communicated to the Organization their objection to the amendments;

3. INVITES the Parties to note that, in accordance with Article 16(2)(g)(ii) of the 1973 Convention, the said amendments shall enter into force on 1 January 2011 upon their acceptance in accordance with paragraph 2 above;

4. REQUESTS the Secretary-General, in conformity with Article 16(2)(e) of the 1973 Convention, to transmit to all Parties to MARPOL 73/78 certified copies of the present resolution and the text of the amendments contained in the annex; and

5. REQUESTS FURTHER the Secretary-General to transmit to the Members of the Organization which are not Parties to MARPOL 73/78 copies of the present resolution and its annex.

ANNEX

AMENDMENTS TO MARPOL ANNEX I

(Amendments to regulations 1, 12, 13, 17 and 38 of MARPOL Annex I, Supplement to the IOPP Certificate and Oil Record Book Parts I and II)

Annex 1

AMENDMENTS TO REGULATIONS 1, 12, 13, 17 AND 38 OF MARPOL ANNEX I

Regulation 1 – Definitions

1 The following new subparagraphs .31, .32, .33 and .34 are added after existing subparagraph .30:

".31 **Oil residue (sludge)** means the residual waste oil products generated during the normal operation of a ship such as those resulting from the purification of fuel or lubricating oil for main or auxiliary machinery, separated waste oil from oil filtering equipment, waste oil collected in drip trays, and waste hydraulic and lubricating oils.

.32 **Oil residue (sludge) tank means** a tank which holds oil residue (sludge) from which sludge may be disposed directly through the standard discharge connection or any other approved means of disposal.

.33 **Oily bilge water** means water which may be contaminated by oil resulting from things such as leakage or maintenance work in machinery spaces. Any liquid entering the bilge system including bilge wells, bilge piping, tank top or bilge holding tanks is considered oily bilge water.

.34 **Oily bilge water holding tank** means a tank collecting oily bilge water prior to its discharge, transfer or disposal."

Regulation 12 – Tanks for oil residues (sludge)

2 Paragraph 1 is amended to read as follows:

"1 Every ship of 400 gross tonnage and above shall be provided with a tank or tanks of adequate capacity, having regard to the type of machinery and length of voyage, to receive the oil residues (sludge) which cannot be dealt with otherwise in accordance with the requirements of this Annex."

3 The following new paragraph 2 is inserted, after the existing paragraph 1:

"2 Oil residue (sludge) may be disposed of directly from the oil residue (sludge) tank(s) through the standard discharge connection referred to in regulation 13, or any other approved means of disposal. The oil residue (sludge) tank(s):

.1 shall be provided with a designated pump for disposal that is capable of taking suction from the oil residue (sludge) tank(s); and

.2 shall have no discharge connections to the bilge system, oily bilge water holding tank(s), tank top or oily water separators except that the tank(s) may be fitted with drains, with manually operated self-closing valves and arrangements for subsequent visual monitoring of the settled water, that lead to an oily bilge water holding tank or bilge well, or an alternative arrangement, provided such arrangement does not connect directly to the bilge piping system."

4 Existing paragraphs 2 and 3 are renumbered 3 and 4, respectively.

Regulations 12, 13, 17 and 38

5 The word "sludge" in regulations 12.2, 13, 17.2.3, 38.2 and 38.7 is replaced by the words "oil residue (sludge)".

6 The words "and other oil residues" in regulation 17.2.3 are deleted.

Annex 2

AMENDMENTS TO THE SUPPLEMENT TO THE IOPP CERTIFICATE FORM A (SHIPS OTHER THAN OIL TANKERS) AND FORM B (OIL TANKERS)

1 The existing Section 3 of the Supplement to the IOPP Certificate, Form A and Form B, is replaced by the following:

"**3 Means for retention and disposal of oil residues (sludge) (regulation 12) and oily bilge water holding tank(s)**[*]

3.1 The ship is provided with oil residue (sludge) tanks for retention of oil residues (sludge) on board as follows:

Tank identification	Tank location		Volume (m^3)
	Frames (from)-(to)	Lateral position	
		Total volume: …… m^3	

3.2 Means for the disposal of oil residues (sludge) retained in oil residue (sludge) tanks:

3.2.1 Incinerator for oil residues (sludge), maximum capacity kW or kcal/h (delete as appropriate) ..... ☐

3.2.2 Auxiliary boiler suitable for burning oil residues (sludge) ..... ☐

3.2.3 Other acceptable means, state which ..... ☐

3.3 The ship is provided with holding tank(s) for the retention on board of oily bilge water as follows:

Tank identification	Tank location		Volume (m^3)
	Frames (from)-(to)	Lateral position	
		Total volume: …… m^3	

"

[*] Oily bilgewater holding tank(s) are not required by the Convention; if such tank(s) are provided they shall be listed in Table 3.3.

2 The term "(double bottom requirements)" at the end of paragraph 5.8.2 of Form B is deleted.

3 Paragraphs 5.8.5 and 5.8.7 are replaced by the following:

"5.8.5 The ship is not subject to regulation 20 (check which box(es) apply):

.1	The ship is less than 5,000 tonnes deadweight	☐
.2	The ship complies with regulation 20.1.2	☐
.3	The ship complies with regulation 20.1.3	☐"

"5.8.7 The ship is not subject to regulation 21 (check which box(es) apply):

.1	The ship is less than 600 tonnes deadweight	☐
.2	The ship complies with regulation 19 (Deadweight tonnes ≥ 5,000)	☐
.3	The ship complies with regulation 21.1.2	☐
.4	The ship complies with regulation 21.4.2 (600 ≤ Deadweight tonnes < 5,000)	☐
.5	The ship does not carry "heavy grade oil" as defined in regulation 21.2 of MARPOL Annex I	☐"

4 Delete paragraph 6.1.5.4 from the Supplement to the International Oil Pollution Prevention Certificate, Form B.

Annex 3

AMENDMENTS TO THE OIL RECORD BOOK PARTS I AND II

1 Sections (A) to (H) of the Oil Record Book Part I are replaced by the following:

"**(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 Cleaning process:
 .1 position of ship and time at the start and completion of cleaning;
 .2 identify tank(s) in which one or another method has been employed (rinsing through, steaming, cleaning with chemicals; type and quantity of chemicals used, in m^3);
 .3 identity of tank(s) into which cleaning water was transferred and the quantity in m^3.
4 Ballasting:
 .1 position of ship and time at start and end of ballasting;
 .2 quantity of ballast if tanks are not cleaned, in m^3.

(B) Discharge of dirty ballast or cleaning water from oil fuel tanks referred to under Section (A)

5 Identity of tank(s).
6 Position of ship at start of discharge.
7 Position of ship on completion of discharge.
8 Ship's speed(s) during discharge.
9 Method of discharge:
 .1 through 15 ppm equipment;
 .2 to reception facilities.
10 Quantity discharged, in m^3.

(C) Collection, transfer and disposal of oil residues (sludge)

11 Collection of oil residues (sludge).
Quantities of oil residues (sludge) retained on board. The quantity should be recorded weekly[1]: (this means that the quantity must be recorded once a week even if the voyage lasts more than one week):
 .1 identity of tank(s)
 .2 capacity of tank(s) ..... m^3
 .3 total quantity of retention ..... m^3
 .4 quantity of residue collected by manual operation ..... m^3
 (Operator initiated manual collections where oil residue (sludge) is transferred into the oil residue (sludge) holding tank(s).)

[1] Only those tanks listed in item 3.1 of Forms A and B of the Supplement to the IOPP Certificate used for oil residues (sludge).

12 Methods of transfer or disposal of oil residues (sludge).
State quantity of oil residues transferred or disposed of, the tank(s) emptied and the quantity of contents retained in m^3:
.1 to reception facilities (identify port)[2];
.2 to another (other) tank(s) (indicate tank(s) and the total content of tank(s));
.3 incinerated (indicate total time of operation);
.4 other method (state which).

(D) Non-automatic starting of discharge overboard, transfer or disposal otherwise of bilge water which has accumulated in machinery spaces

13 Quantity discharged, transferred or disposed of, in m^3.[3]
14 Time of discharge, transfer or disposal (start and stop).
15 Method of discharge, transfer, or disposal:
.1 through 15 ppm equipment (state position at start and end);
.2 to reception facilities (identify port)[2];
.3 to slop tank or holding tank or other tank(s) (indicate tank(s); state quantity retained in tank(s), in m^3).

(E) Automatic starting of discharge overboard, transfer or disposal otherwise of bilge water which has accumulated in machinery spaces

16 Time and position of ship at which the system has been put into automatic mode of operation for discharge overboard, through 15 ppm equipment.
17 Time when the system has been put into automatic mode of operation for transfer of bilge water to holding tank (identify tank).
18 Time when the system has been put into manual operation.

(F) Condition of the oil filtering equipment

19 Time of system failure[4].
20 Time when system has been made operational.
21 Reasons for failure.

(G) Accidental or other exceptional discharges of oil

22 Time of occurrence.
23 Place or position of ship at time of occurrence.
24 Approximate quantity and type of oil.
25 Circumstances of discharge or escape, the reasons therefor and general remarks.

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[2] The ship's master should obtain from the operator of the reception facilities, which includes barges and tank trucks, a receipt or certificate detailing the quantity of tank washings, dirty ballast, residues or oily mixtures transferred, together with the time and date of the transfer. This receipt or certificate, if attached to the Oil Record Book Part I, may aid the master of the ship in proving that the ship was not involved in an alleged pollution incident. The receipt or certificate should be kept together with the Oil Record Book Part I.

[3] In case of discharge or disposal of bilge water from holding tank(s), state identity and capacity of holding tank(s) and quantity retained in holding tank.

[4] The condition of the oil filtering equipment covers also the alarm and automatic stopping devices, if applicable.

(H) Bunkering of fuel or bulk lubricating oil

26 Bunkering:
.1 Place of bunkering.
.2 Time of bunkering.
.3 Type and quantity of fuel oil and identity of tank(s) (state quantity added, in tonnes and total content of tank(s)).
.4 Type and quantity of lubricating oil and identity of tank(s) (state quantity added, in tonnes and total content of tank(s)).”

2 Section (J) of the Oil Record Book Part II is replaced by the following:

“**(J) Collection, transfer and disposal of residues and oily mixtures not otherwise dealt with**

55 Identity of tanks.
56 Quantity transferred or disposed of from each tank. (State the quantity retained, in m^3.)
57 Method of transfer or disposal:
.1 disposal to reception facilities (identify port and quantity involved);
.2 mixed with cargo (state quantity);
.3 transferred to or from (an)other tank(s) including transfer from machinery space oil residue (sludge) and oily bilge water tanks (identify tank(s); state quantity transferred and total quantity in tank(s), in m^3); and
.4 other method (state which); state quantity disposed of in m^3.”

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ANNEX 24

UNIFIED INTERPRETATION TO REGULATION 23.7.3.2 (ACCIDENTAL OIL OUTFLOW PERFORMANCE) OF MARPOL ANNEX I

MEPC 58 considered and approved a UI to regulation 23.7.3.2 (Accidental oil outflow performance) of MARPOL Annex I, which is set out in annex 18 to document MEPC 58/23.

MEPC 59 considered additional information and approved a revised text of the UI as follows:

"If an inert gas system is fitted, the normal overpressure, in kPa, is to be taken as 5 kPa."

This revised UI replaces that approved at MEPC 58 (MEPC 58/23, annex 18).

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INTERNATIONAL MARITIME ORGANIZATION

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Ref. T5/1.01

MEPC.1/Circ.736
8 November 2010

GUIDANCE FOR THE RECORDING OF OPERATIONS IN THE OIL RECORD BOOK PART I – MACHINERY SPACE OPERATIONS (ALL SHIPS)

1 The Marine Environment Protection Committee, at its sixty-first session, (27 September to 1 October 2010), approved the Guidance for recording of operations in the Oil Record Book Part I – Machinery space operations (all ships) (paragraph 7.38 of document MEPC 61/24), attached in the annex.

2 The Guidance is intended to facilitate compliance with MARPOL requirements on board ships by providing advice to crews on how to record the various operations in the Oil Record Book by using the correct codes and item numbers in order to ensure a more uniform port State control procedure.

3 Governments Parties to MARPOL are invited to encourage implementation of the above Guidance for use aboard ships flying their flags and to disseminate it among all stakeholders including ship operators, surveyors and port State control officers.

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ANNEX

GUIDANCE FOR RECORDING OF OPERATIONS IN THE OIL RECORD BOOK PART I – MACHINERY SPACE OPERATIONS (ALL SHIPS)

General Guidance

- This guidance only includes sections C to I.
- Operations should be recorded in chronological order as they have been executed on board.
- Dates should be entered in dd-MONTH-yyyy format, e.g., 16-MAR-2009.
- Incineration or landing ashore of oily garbage and used filters should be recorded in the Garbage Record Book only.
- All Entries are to be made and signed by the officer or officers in charge of the operations concerned and each completed page shall be signed by the master of the ship.
- Do not leave any full lines empty between successive entries.
- If a wrong entry has been recorded in the Oil Record Book (ORB), it should immediately be struck through with a single line in such a way that the wrong entry is still legible. The wrong entry should be signed and dated, with the new corrected entry following.
- Tank nomenclature should be recorded as per the format noted within the International Oil Pollution Prevention Certificate (IOPPC).
- Recording of quantities retained in bilge water holding tanks listed under section 3.3 of the IOPPC is voluntary and not required by the Convention.
- The recording of general maintenance of items pertaining to the OWS remains voluntary and is this is not required to be recorded in the ORB.

Usage of code C.11: Collection of oil residues (sludge).

Example #1

Weekly inventory of oil residues (sludge) tanks (tank listed under item 3.1 in the Supplement to the IOPPC)

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*11.1*	*[Name of sec 3.1 Tank & Designation]*
		11.2	*xx m^3*
		11.3	*xx m^3*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy
dd-MONTH-yyyy	*C*	*11.1*	*[Name of sec 3.1 Tank & Designation]*
		11.2	*xx m^3*
		11.3	*xx m^3*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #2

Recording of oil residue (sludge) collected by manual operation in oil residue (sludge) tank (tank listed under item 3.1 in the Supplement to the IOPPC)*

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*11.1*	*[Name of sec 3.1 Tank & Designation]*
		11.2	*xx m^3*
		11.3	*xx m^3*
		11.4	*xx m^3 collected from [identification of source]*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Operator initiated manual collection where oil residue (sludge) is transferred (transfer with a pump) into the oil residue (sludge) tank(s). Examples of such operations could be:

1. Collection of oil residue (sludge) from fuel oil separator drain tanks.
2. Collection of oil residue (sludge) by draining engine sump tanks.
3. Adding fuel oil to an oil residue (sludge) tank (all content of a sludge tank is considered sludge).
4. Collection of sludge from bilge water holding tanks – in this case a disposal entry for bilge water is also needed.

* Use of Code Item Number C 11.4 only becomes applicable in accordance with MARPOL Annex I amendments which enter into force on 1 January 2011 (resolution MEPC.187(59)).

Usage of code C.12: Disposal or Transfer of oil residues (sludge).

Example #3

Disposal of oil residue (sludge) via shore connection

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.1*	*xx m^3 sludge from [Name of sec 3.1 Tank & Designation], xx m^3 retained,*
			to "identity or name of sludge receiver, i.e. barge, tank truck or shore facility" during port stay (Name of Port)
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Ships' masters should obtain from the operator of the reception facilities, which includes barges and tank trucks, a receipt or certificate detailing the quantity of oil residue (sludge) transferred, together with the time and date of the transfer. This receipt or certificate, if attached to the Oil Record Book Part I, may aid the master of the ship in proving that his ship was not involved in an alleged pollution incident. The receipt or certificate should be kept together with the Oil Record Book Part I.

Example #4

Draining of water (disposal) from an oil residue (sludge) tank listed under item 3.1 in the Supplement to the IOPPC, to a bilge water holding tank listed under item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.2*	*xx m^3 water drained from [Name of sec 3.1 Tank & Designation] xx m^3 retained,*
			to [Name of sec 3.3 Tank & Designation] retained in tank(s) xx m^3
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Collection of bilge water need not to be accounted for, so only one entry is required. Capacity of sludge tanks should not be recorded for C.12.x entries.

Example #5

Transfer from one oil residue (sludge) tank to another oil residue (sludge) tank, both listed under item 3.1 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.2*	*xx m^3 sludge transferred from [Name of sec 3.1 Tank & Designation], xx m^3 retained,*
			to [Name of sec 3.1 Tank & Designation] retained in tank(s) xx m^3
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #6

Incineration of oil residue (sludge) in Incinerator

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.3*	*xx m^3 sludge from [Name of sec 3.1 or 3.2.3 Tank & Designation], xx m^3 retained,*
			Burned in Incinerator for xx hours
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #7

Burning of oil residue (sludge) in Boiler

Date	*Code*	*Item No.*	*Record of operation and signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.4*	*xx m^3 sludge from [Name of sec 3.1 Tank & Designation], xx m^3 retained,*
			Burned in Boiler for xx hours
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #8

Evaporation of water (disposal) from an oil residue (sludge) tank listed under items 3.1 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.4*	*xx m^3 water evaporated from [Name of sec 3.1 Tank & Designation], xx m^3 retained.*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #9

Regeneration of fuel oil from oil residue (sludge)*

Date	*Code*	*Item No.*	*Record of operation and signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.4*	*xx m^3 sludge disposed by regeneration of x m^3 fuel in [Fuel Tank & Designation] and x m^3 of water in [Name of sec 3.3 Tank & Designation]*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

* Only permitted if mentioned as an approved means of disposal in the IOPPC Supplement.

Usage of code D: Non-automatic discharge overboard or disposal otherwise of bilge water which has accumulated in machinery spaces.

Example #10

Pumping of bilge water from engine-room bilge wells to a tank listed under item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*D*	*13*	*xx m^3 bilge water from engine-room bilge wells,*
		14	*Start: hh:mm, stop: hh:mm*
		15.3	*To [Name of sec 3.3 Tank & Designation], retained in tank(s) xx m^3*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #11

Transfer of bilge water between tanks listed in item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*D*	*13*	*xx m^3 bilge water from, [Name of sec 3.3 Tank & Designation], xx m^3 retained,*
		14	*Start: hh:mm, stop: hh:mm*
		15.3	*To [Name of sec 3.3 Tank & Designation], retained in tank(s) xx m^3*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #12

Pumping of bilge water overboard from tank listed in item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*D*	*13*	*xx m^3 bilge water from [Name of sec 3.3 Tank & Designation]*
			Capacity xx m^3, xx m^3 retained
		14	*Start: hh:mm, stop: hh:mm*
		15.1	*Through 15 ppm equipment overboard*
			Position start: xx deg xx min N/S, xx deg xx min E/W
			Position stop: xx deg xx min N/S, xx deg xx min E/W
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #13

Disposal of bilge water from tank listed in item 3.3 in the Supplement to the IOPPC to oil residue (sludge) tank listed in item 3.1 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operation and signature of officer in charge*
dd-MONTH-yyyy	*D*	*13*	*x m^3 bilge water from [Name of sec 3.3 Tank & Designation], now xx m^3*
		14	*Start: hh:mm stop:, hh:mm*
		15.3	*Collected in [Name of sec 3.1 Tank & Designation] retained in tank(s) xx m^3*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: A code C.11.4 recording may be required if this operation is a manual operator initiated operation.

Usage of code E: Automatic discharge overboard or disposal otherwise of bilge water which has accumulated in machinery spaces.

Example #14

Pumping of bilge water overboard via 15 ppm equipment from tank listed in item 3.3 in the Supplement to the IOPPC or from engine-room bilge wells

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*E*	*16*	*Pump start hh:mm at xx deg xx min N/S, xx deg xx min E/W from*
			[Name of sec 3.3 Tank & Designation]
		18	*Stop hh:mm*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #15

Transfer of bilge water from engine-room bilge wells to a tank listed under item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*E*	*17*	*Transfer start hh:mm to*
			[Name of sec 3.3 Tank & Designation]
		18	*Stop hh:mm*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Usage of code F: Condition of oil filtering equipment.

Example #16

Failure of Oily Filtering Equipment, Oil Content Meter or stopping device

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*F*	*19*	*hh:mm*
		20	*hh:mm (might be unknown – if spare parts has been ordered)*
		21	*[Reason for Failure, if known]*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: The condition of the oil filtering equipment also covers the alarm and automatic stopping devices, if applicable.
A code 'I' entry should also be made indicating that the overboard valve was sealed shut due to non working Oil Filtering Equipment or Oil Content Meter.
On the date where the system is functional again, a new entry, using code F 19 / 20 / 21 should be made where F 19 is the date and time of the initial failure and F 20 is the time the system is functional again.

Example #16*bis*

When proper operation of the Oily Filtering Equipment, Oil Content Meter or stopping device is restored

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*F*	*19*	*hh:mm (the same time as in example 16)*
		20	*hh:mm (the time the system is functional)*
		21	*[Reason for Failure, if known]*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: The condition of the oil filtering equipment also covers the alarm and automatic stopping devices, if applicable.
A code 'I' entry should also be made indicating that the overboard valve was sealed shut due to non working Oil Filtering Equipment or Oil Content Meter.

Usage of code G: Accidental or other exceptional discharges of oil.

Example #17

Accidental Pollution

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*G*	*22*	*hh:mm*
		23	*Position: xx deg xx min*
		24	*Quantity of oily residue (if known)*
		25	*Circumstances of the discharge*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: If failure of Oil Filtering Equipment or Oil Content Meter related equipment is involved, appropriate (F) entry is to be made in ORB.
Relevant sections of the SOPEP (SMPEP) are to be used to combat oil spills at sea.
Examples of Circumstances of discharge include, but are not limited to:

1. Oil Content Meter failure.
2. Fuel tank overflow.
3. Ruptured bunkering hose/flange.
4. Fuel tank leakage (due to collision or grounding).

Usage of code H: Bunkering of fuel or bulk lubricating oil.

Example #18

Bunkering of Fuel oil

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*H*	*26.1*	*[Name of Port]*
		26.2	*Start dd-mm-yyyy Stop dd-mm-yyyy*
		26.3	*xxxx MT of ISO-xxxxx HFO x.x % S bunkered in tanks:*
			aaaa MT added to [Tank Name & Designation] now containing bbbb MT
			cccc MT added to [Tank Name & Designation] now containing dddd MT
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #19

Bunkering of Bulk Lubricating oil

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*H*	*26.1*	*[Name of Port]*
		26.2	*Start dd-mm-yyyy Stop dd-mm-yyyy*
		26.4	*xx MT [Type of Oil] bunkered in tanks:*
			xx MT added to [Tank Name & Designation] now containing xx MT
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Separate entries required for each grade of fuel oils and lubricating oils respectively to ensure transparency.
This entry is not required if lubricating oils are delivered onboard in packaged form (55 gallon drum, etc.).

Usage of code I: Additional operational procedures and general remarks.

Example #20

Pumping oily bilge water from a Cargo Hold bilge holding tank to a tank listed under item 3.3 in the Supplement to the IOPPC

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*I*		*xx m^3 oily bilge water from Cargo Hold bilge holding tank*
			to [Name of sec 3.3 Tank & Designation]
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Any collection and transfer of oily bilge water into the engine-room bilge holding tank(s) from a cargo hold bilge holding tank(s) should be recorded using code (I)

Example #21

Entry pertaining to an earlier missed operational entry

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy (1)	*I*		*Entry pertaining to an earlier missed operational entry*
dd-MONTH-yyyy (2)	*C*	*12.2*	*xx m^3 sludge transferred from [Name of sec. 3.1 Tank and Designation], xx m^3 retained*
			to [Name of sec 3.1 Tank & Designation], retained in tank(s) xx m^3
			signed (1): (Officer-in-charge, Name & Rank) dd-MONTH-yyyy
			signed (2): (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Date (1) to be the date of the original operation.
Date (2) to be the current date i.e. the date the entry is made.
Signed (1) Signature of Officer making I entry
Signed (2) Signature of Officer making missed entry

Example #22

De-bunkering of Fuel oil

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*I*		*xxxx MT of ISO-xxxxx HFO x.x % S de-bunkered from tanks:*
			xxxx MT removed from [Tank Name & Designation] now containing xxx MT
			De-bunkered to "identity or name of receiver i.e. barge, tank truck or shore facility" in "Name of Port"
			Start dd-mm-yyyy Stop dd-mm-yyyy
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Include receipt & certificate from receiver for amount & type of fuel oil de-bunkered.

Tankers with slop tanks

Example #23

Transfer of sludge from engine-room oil residue (sludge) tank to deck/cargo slop tank

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*C*	*12.4*	*xx m^3 sludge from [Name of sec 3.1 Tank & Designation], xx m^3 retained,*
			Transferred to Deck Slop Tank [designation]
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #24

Transfer of bilge water from tank listed in item 3.3 in the Supplement to the IOPPC to deck/cargo slop tank

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*D*	*13*	*xx m^3 bilge water from [Name of sec 3.3 Tank & Designation]*
			Capacity xx m^3, xx m^3 retained
		14	*Start: hh:mm, stop: hh:mm*
		15.3	*Transferred to Deck Slop Tank [designation]*
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Note: Requires this method listed in the IOPP Supplement under item 3.2.4.
If non-oil-cargo related oily residues are transferred to slop tanks of oil tankers, the discharge of such residues should be in compliance with Regulation 34. (UI 22.1.1 for Regulation 15).
Requires an entry in the Oil Record Book – Part II using code (O).
If sludge or bilge water is transferred from multiple tanks in engine-room a separate entry must be made in ORB Parts I & II for each transfer.

General Guidance – Additional Voluntary Recordings

Example #25

Voluntary declaration of quantities retained in bilge water holding tanks ref. MEPC.1/Circ.640 – record weekly

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*I*		*Weekly Inventory of Bilge Water Tanks (listed under item 3.3)*
			[Name of sec 3.3 Tank & Designation]
			capacity xx m^3, xx m^3 retained
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #26

Optional sealing of MARPOL Annex I related valve and/or equipment

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*I*		*Overboard valve [Valve Number] from 15 ppm bilge water separator unit sealed*
			seal no.: xxxxxxx,
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy

Example #27

Breaking of optional seal on MARPOL Annex I related valve and/or equipment

Date	*Code*	*Item No.*	*Record of operations/signature of officer in charge*
dd-MONTH-yyyy	*I*		*Overboard valve [Valve Number] from 15 ppm bilge water separator unit unsealed*
			for normal operation of 15 ppm unit
			seal no.: xxxxxxx
			signed: (Officer-in-charge, Name & Rank) dd-MONTH-yyyy