



Department of Marine Administration - Yangon Myanmar

Policy for the Implementation of MARPOL Annex I

Operational Procedure : QOP - 72 - 01- (01)

Revision: 0

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POLICY OF INTERIM GUIDANCE FOR MARPOL ANNEX I IMPLEMENTATION

Subj: INTERIM GUIDANCE FOR MARPOL ANNEX I IMPLEMENTATION

Ref: (a) International Convention for the Prevention of Pollution from ship (MARPOL), Annex I – Regulations for the Prevention of Pollution by Oil from ships.

1. Purpose :

This policy letter provides interim guidance to ensure Myanmar and other flag oceangoing ships are in compliance with MARPOL 73/ 78 and amendments to reference.

2. Action :

Myanmar flag state Surveyors and recognized Surveyors shall use this interim guidance in the oversight of their respective Myanmar flag and foreign flag ships calling on Myanmar ports.

3. Directives Affected :

April 21 2014.

4. Background :

MARPOL ANNEX I, REGULATION FOR THE PREVENTION OF POLLUTION BY OIL FROM SHIP. On May 4, 1988, the Republic of the Union of Myanmar was signed for the MARPOL Annexes (1) & (2) and enter into force on August 4, 1988.

5. Enforcement :

Myanmar flag state officers should verify a foreign flag ship's compliance with MARPOL Annex I during normally scheduled inspection. For Myanmar ships operating strictly on domestic routes, compliance should be verified by Myanmar Flag state Surveyors during

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normally scheduled inspections, but an educational outreach and awareness approach is encouraged. However, current enforcement options remain in place for willful and egregious violators or repeat offenders.

6. Limitation :

Summary of restrictions to control of operational discharge of oil into the sea under the regulations 15 and 34 of MARPOL annex I

Any discharge into the sea of oil or oily mixtures from ships of 400 gross tonnage and above shall be prohibited except when all the following conditions are satisfied:

- .1 the ship is proceeding *en route*;
- .2 the oily mixture is processed through an oil filtering equipment meeting the requirements of regulation 14 of this Annex;
- .3 the oil content of the effluent without dilution does not exceed 15 ppm;
- .4 the oily mixture does not originate from cargo pump-room bilges on oil tankers; and
- .5 the oily mixture, in case of oil tankers, is not mixed with oil cargo residues.

Double hull and double bottom requirements for oil tanker

According to the provisions of regulation 19 of MARPOL Annex I,

- .1 Every oil tankers of 600 tonnes deadweight and above delivered on or after 6 July 1996, as defined in regulation 1. 28. 6, as follows:
- .2 Every oil tanker of 5,000 tonnes deadweight and above shall:
 - .1 in lieu of paragraphs 12 to 15 of regulation 18, as applicable, comply with the requirements of paragraph 3 of this regulation unless it is subject to the provisions of paragraphs 4 and 5 of this regulation; and
 - .2 comply, if applicable, with the requirements of regulation 28.6.

Discharges outside special areas

- .1 Subject to the provisions of regulation 4 of this Annex and paragraph 2 of this regulation, any discharge into the sea of oil or oily mixtures from the cargo area of an oil tanker shall be prohibited except when all the following conditions are satisfied:
 - .1 the tanker is not within a special area;

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- .2 the tanker is more than 50 nautical miles from the nearest land;
- .3 the tanker is proceeding *en route*;
- .4 the instantaneous rate of discharge of oil content does not exceed 30 litres per nautical mile;
- .5 the total quantity of oil discharged into the sea does not exceed for tankers delivered on or before 31 December 1979, as defined in regulation 1.28.1, $\frac{1}{15000}$ of the total quantity of the particular cargo of which the residue formed a part, and for tankers delivered after 31 December 1979, as defined in regulation 1.28.2, $\frac{1}{30000}$ of the total quantity of the particular cargo of which the residue formed a part; and
- .6 the tanker has in operation an oil discharge monitoring and control system and a slop tank arrangement as required by regulations 29 and 31 of this Annex.

7. Oil Record Books

Oil Record Book Part I- Machinery space operations

- 1 According to the Regulation 17 of the MARPOL Annex I, every oil tanker of 150 gross tonnage and above and every ship of 400 gross tonnage and above other than an oil tanker shall be provided with an Oil Record Book Part I (Machinery space operations). The Oil Record Book, whether as a part of the ship's official log-book or otherwise, shall be in the form specified in appendix III to this Annex.
- 2 The Oil Record Book Part I shall be completed on each occasion, on a tank-to-tank basis if appropriate, whenever any of the following machinery space operations takes place in the ship:
 - 1 ballasting or cleaning of oil fuel tanks;
 - .2 discharge of dirty ballast or cleaning water from oil fuel tanks;
 - .3 collection and disposal of oil residues (sludge);
 - .4 discharge overboard or disposal otherwise of bilge water which has accumulated in machinery spaces; and
 - 5 bunkering of fuel or bulk lubricating oil.

Oil Record Book Part II - Cargo/ballast operations

- 1 According to the Regulation 36 of the MARPOL Annex I, every oil tanker of 150

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gross tonnage and above shall be provided with an Oil Record Book Part II (Cargo/Ballast Operations). The Oil Record Book Part II, whether as a part of the ship's official log-book or otherwise, shall be in the form specified in appendix III to this Annex.

- 2 The Oil Record Book Part II shall be completed on each occasion, on a tank-to-tank basis if appropriate, whenever any of the following cargo/ballast operations take place in the ship:
 - .1 loading of oil cargo;
 - .2 internal transfer of oil cargo during voyage;
 - .3 unloading of oil cargo;
 - .4 ballasting of cargo tanks and dedicated clean ballast tanks;
 - .5 cleaning of cargo tanks including crude oil washing;
 - .6 discharge of ballast except from segregated ballast tanks;
 - .7 discharge of water from slop tanks;
 - .8 closing of all applicable valves or similar devices after stop tank discharge operations;
 - .9 closing of valves necessary for isolation of dedicated clean ballast tanks from cargo and stripping lines after slop tank discharge operations; and
 - .10 disposal of residues.

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Oil Record Book (Part I), Machinery Space Operations (All ships)

Name of ship :.....

Distinctive number or letters.....

IMO Number.....

1. Introduction

The following pages of this section show a comprehensive list of items of machinery space operations which are, when appropriate, to be recorded in the Oil Record Book Part I in accordance with regulation 17 of Annex I of the International Convention for the Prevention of Pollution from ships, 1973, as modified by the Protocol of 1978 relating thereto (MARPOL 73/78). The items have been grouped into operational sections, each of which is denoted by a letter code.

Guidance for Recording of Operations in the Oil Record Book (Part - I)

Machinery Space Operations (All Ships)

- 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-mm-yyyy format.
- 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 with 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 this is not required to be recorded in the ORB.



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LIST OF ITEMS TO BE RECORDED

(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 m³);
 - .3 identity of tank(s) into which cleaning water was transferred and the quantity in m³
4. Ballasting:
 - .1 position of ship and time at start and end of ballasting;
 - .2 quantity of ballast if tanks are not cleaned, in m³

(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 m³

(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: (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)

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- .2 capacity of tank (s)m³
- .3 total quantity of retentionm³
- .4 quantity of residue collected by manual operationm³

(Operator initiated manual collections where oil residue (sludge) is transferred into the oil residue (sludge) holding tank(s).)

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 m³:

- .1 to reception facilities (identify port) ;
- .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 m³:

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);
- .3 to slop tank or holding tank or other tank(s) (indicates tank(s); state quantity retained in tank(s), in m³).

(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 through 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.

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(F) Condition of the oil filtering equipment

19. Time of system failure
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 therefore and general remarks.

(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))."

(I) Additional operational procedures and general remarks

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Oil Record Book (Part II)

Cargo/ Ballast Operations (Oil Tankers)

Name of ship :.....

1. Introduction

Each oil tanker of 150 gross tons and above or a non oil tanker that carries 200 cubic meters (m³) or more of oil in bulk, shall also maintain an Oil Record Book Part II (Cargo/Ballast Operations) in addition to an Oil Record Book Part I. 33 CFR 151.25 (a)

LIST OF ITEMS TO BE RECORDED

(A) LOADING OF OIL CARGO

- 1. Place of loading.
- 2. Type of oil loaded and identity of tank(s).
- 3. Total quantity of oil loaded (state quantity added, in m³, gals., or bbls. at °C and the total content of tank(s) in m³, gals., or bbls.).

(B) INTERNAL TRANSFER OF OIL CARGO DURING VOYAGE

- 4. Identity of tank(s)
 - .1 From:
 - .2 To: (state quantity transferred and total quantity of tank(s), in m³, gals., or bbls.).
- 5. Was (were) tank(s) in 4.1 emptied? (If not, state the quantity retained, in m³, gals., or bbls.).

(C) UNLOADING OF OIL CARGO

- 6. Place of unloading.
- 7. Identity of tank(s) unloaded.
- 8. Was (were) tank(s) emptied? (If not, state quantity retained, in m³, gals., or bbls.).

(D) CRUDE OIL WASHING (COW TANKERS ONLY) (To be completed for each tank being crude oil washed)

- 9. Port where crude oil washing was carried out or ship's position if carried out between two discharge ports.



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10. Identity of tank(s) washed. ¹
11. Number of machines in use.
12. Time of start of washing.
13. Washing pattern employed. ²
14. Washing line pressure.
15. Time washing was completed or stopped.
16. State method of establishing that tank(s) was (were) dry.
17. Remarks. ³

(E) BALLASTING OF CARGO TANKS

18. Position of ship at start and end of ballasting.
19. Ballasting process:
 - .1 Identity of tank(s) ballasted;
 - .2 Time of start and end;
 - .3 Quantity of ballast received. Indicate total quantity of ballast for each tank involved in the operation in m³, gals., or bbls.

(F) BALLASTING OF DEDICATED CLEAN BALLAST TANKS (CBT TANKERS ONLY)

20. Identity of tank(s) ballasted.
21. Position of ship when water intended for flushing, or port ballast was taken to dedicated clean ballast tank(s).
22. Position of ship when pump(s) and lines are flushed to slop tank.
23. Quantity of oily water which, after line flushing, is transferred to the slop tank(s) or Cargo tank(s) in which slop is preliminarily stored (identify tank(s)). State the total quantity, in m³, gals., or bbls.
24. Position of ship when additional ballast water was taken into dedicated clean ballast tank(s).
25. Time and position of ship when valves separating the dedicated clean ballast tanks from cargo and stripping lines were closed.
26. Quantity of clean ballast taken on board in m³, gals., or bbls.

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(G) CLEANING OF CARGO TANKS

27. Identity of tank(s) cleaned.
28. Port or ship's position.
29. Duration of cleaning.
30. Method of cleaning.¹
31. Tank washings transferred to:
 - .1 Reception facilities (state port and quantity, in m³, gals., or bbls.); and
 - .2 Slop tank(s) or cargo tank(s) designated as slop tank(s) (Identify tank(s); state quantity transferred and total quantity, in m³, gals., or bbls.).

(H) DISCHARGE OF DIRTY BALLAST

32. Identity of tank(s).
33. Position of ship at start of discharge into the sea.
34. Position of ship on completion of discharge into the sea.
35. Quantity discharged into the sea.
36. Ship's speed(s) during discharge.
37. Was the discharge monitoring and control system in operation during the discharge?
38. Was a regular check kept on the effluent and the surface of the water in the locality of the discharge?
39. Quantity of oily-water transferred to slop tank(s) (identify slop tank(s). State total quantity).
40. Discharged to shore reception facilities (identify port and quantity involved, in m³, gals., or bbls.).¹

(I) DISCHARGE OF WATER FROM SLOP TANKS INTO THE SEA

41. Identity of slop tank(s).
42. Time of settling from last entry of residues, or
43. Time of settling from last discharge.
44. Time and position of ship at start of discharge.
45. Ullage of total contents at start of discharge.

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46. Ullage of oil/water interface at start of discharge.
47. Bulk quantity discharged and rate of discharge.
48. Final quantity discharged and rate of discharge.
49. Time and position of ship on completion of discharge.
50. Was the discharge monitoring and control system in operation during the discharge?
51. Ullage of oil/water interface on completion of discharge.
52. Ship's speed(s) during discharge.
53. Was a regular check kept on the effluent and the surface of the water in the locality of the discharge?
54. Confirm that all applicable valves in the ship's piping system have been closed on completion of discharge from the slop tanks.

(J) DISPOSAL OF RESIDUES AND OILY MIXTURES NOT OTHERWISE DEALT WITH

55. Identity of tank(s).
56. Quantity discharged of from each tank. (State the quantity retained).
57. Method of the disposal-
 - .1 to reception facilities (identify port and quantity involved);
 - .2 mixed with cargo (state quantity);
 - .3 transferred to other tank(s): identify tank(s); state quantity transferred and total quantity in tank(s);
 - .4 other method (state which); state quantity disposed of.

(K) DISCHARGE OF CLEAN BALLAST CONTAINED IN CARGO TANKS

58. Position of ship at start of discharge of clean ballast.
59. Identity of tank(s) discharged.
60. Was (Were) the tank(s) empty on completion?
61. Position of ship on completion if different from 58.
62. Was a regular check kept on the effluent and the surface of the water in the locality of the discharge?

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(L) DISCHARGE OF BALLAST FROM DEDICATED CLEAN BALLAST TANKS (CBT TANKERS ONLY)

63. Identity of tank(s) discharged.
64. Time and position of ship at start of discharge of clean ballast into the sea.
65. Time and position of ship on completion of discharge into the sea.
66. Quantity discharged-
 - .1 Into the sea; or
 - .2 To reception facility (identify port).
67. Was there any indication of oil contamination of the ballast water before or during discharge into the sea?
68. Was the discharge monitored by an oil content meter?
69. Time and position of ship when valves separating dedicated clean ballast tanks from the cargo and stripping lines were closed on completion of deballasting.

(M) CONDITION OF OIL DISCHARGE MONITORING AND CONTROL SYSTEM

70. Time of system failure.
71. Time when system has been made operational.
72. Reasons for failure.

(N) ACCIDENTAL OR OTHER EXCEPTIONAL DISCHARGES OF OIL

73. Time of occurrence.
74. Port or ship's position at time of occurrence.
75. Approximate quantity and type of oil.
76. Circumstances of discharge or escape, the reasons there for and general remarks.

(O) ADDITIONAL OPERATIONAL PROCEDURES AND GENERAL REMARKS TANKERS ENGAGED IN SPECIFIC TRADES

(P) LOADING OF BALLAST WATER

77. Identity of tank(s) ballasted.
 78. Position of ship when ballasted.
 79. Total quantity of ballast loaded in cubic metres.
-

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80. Remarks.

(Q) RE-ALLOCATION OF BALLAST WATER WITHIN THE SHIP

81. Reasons for re-allocation.

(R) BALLAST WATER DISCHARGE TO RECEPTION FACILITY

82. Port(s) where ballast water was discharged.

83. Name or designation of reception facility.

84. Total quantity of ballast water discharged in cubic meters.

85. Date, signature and stamp of port authority official.

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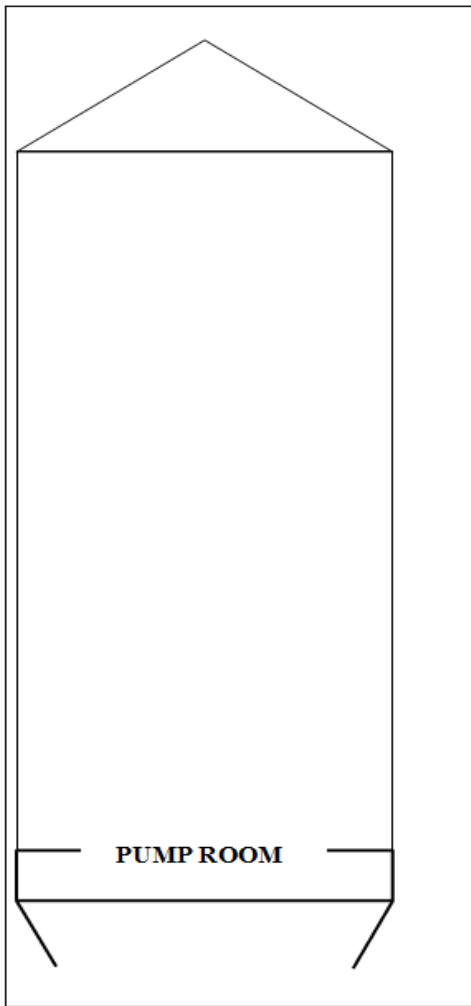
IDENTIFICATION OF SHIP'S TANKS

Name of Ship _____

Official Number _____

Plan View of Cargo and Slop Tanks

(to be completed on board)

 <p style="text-align: center; margin-top: 10px;">PUMP ROOM</p>	Identification of Ship's Tanks	Capacity
	Depth of slop tank(s):	
(Give the capacity of each tank and the depth of slop tank(s))		

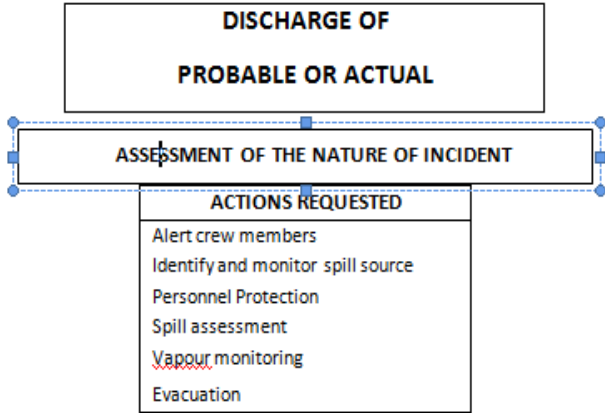
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SHIPBOARD OIL POLLUTION EMERGENCY PLAN



REPORTING
By master and/or designated crew member
When to report
All probable and actual spills
How to report
<ul style="list-style-type: none"> • By quickest means to coastal radio station • Designated ship movement reporting station or • Rescue co-ordination centre (at sea) • By quickest available means to local authorities Whom to contact • Nearest coastal State • Harbour and terminal operators (in port) • Shipowner's manager; P & I insurer • Head charterer; cargo owner • Refer to contact lists What to report • Initial report (res. A.648(16)) • Follow-up reports • Characteristics of oil spilled • Cargo/ballast/bunker dispositions • Weather and sea conditions • Slick movement • Assistance required
- Salvage
- Lightening capacity
- Mechanical equipment
- External response team
- Chemical dispersant/ degreasant

ACTION TO CONTROL DISCHARGE	
Measures to minimize the escape of oil and threat to the marine environment	
Navigational measures	Seamanship measures
<ul style="list-style-type: none"> • Alter course/ position and/ or speed • Change of list and/or trim • Anchoring • Setting aground • Initiate towage • Assess safe haven requirements • Weather/ tide/ swell forecasting • Slick monitoring • Record of events and communications take 	<ul style="list-style-type: none"> • Safety assessment and precaution • Advice on priority countermeasures/ preventive measures • Damage stability and stress considerations • Ballasting/ deballasting • Internal cargo transfer operations • Emergency ship-to-ship transfers of cargo and/or bunker • Set up shipboard response for: <ul style="list-style-type: none"> - Leak sealing - Fire fighting - Handling of shipboard response equipment (if available) - etc

STEPS TO INITIATE EXTERNAL RESPONSE
Refer to coastal port State listings for local assistance
Refer to ship interest contact list
External clean-up resources required
Continued monitoring of activities