

PREVENTION THROUGH PEOPLE WORK GROUP

To: Harbor Safety Committee
From: Margot Brown, Work Group Chair
Re: Recommended Best Practices for Safe Bunkering Operations Alongside Cargo Vessels
Date: February 12, 2009

Background

In early 2006 in response to three near misses in the Bay Area involving equipment falling from cargo ships onto barges and tugs pulled alongside, the Prevention Through People (PTP) Work Group took up the issue of improving the safety of bunkering operations for barge and tug crews. The Work Group talked with industry through 2006-2007 on the subject of falling containers and equipment; the COTP sent a letter to local representatives of the ILWU expressing concern about safety during cargo operations.

The Work Group provided a forum for industry discussion, and after several discussions, measures were agreed to be instituted that include placement of deck signage indicating where barge work was being done to direct ship hands away from that area.

Updates during 2007 showed improvement in communication between tug and barge companies and cargo vessel operators. The industry-PTP group adopted a process for increased communication among the various parties involved with cargo loading and bunkering processes which contributed to safer operations. The PTP Work Group previously reported this Best Practice to the Harbor Safety Committee that was not formally adopted at the time. These safety measures were shared with other West Coast HSCs, and were adopted in the LA/LB Harbor Safety Plan.

The Prevention Through People Work Group recommends the HSC adopt the following Best Practice:

Container Vessel Bunker Barge Safety Program and Delivery Notice

- This document outlines the process for essential communication between the agents, bunker barge operators (tankermen) and terminal's Marine Department to ensure a safe and productive work environment.
- The Container Operator has adopted this Best Management Practices Program and has instituted it to assist all parties involved in the vessel operations when vessel bunkering is involved in the operation.
- The "Bunker Delivery Notice" will be available on line at <http://www.sfm.org> and a copy of it appears on Page 4 of this Appendix.
- The Agent will e-mail the notice to the Ship, Terminal and the Bunker Barge operator prior to the stevedoring operation.
- The terminal, ship and barge operator will reply to the E-mail by including the contact phone/cell number of the person working that vessel/shift.

- This will be the cross-check that all parties are aware of a planned bunkering operation.

Essential Communications: Contact between the Tankerman and Terminal

- The Bunker Barge Operator (Tankerman/Person in Charge/PIC) must contact the Designated Facility Contact prior to beginning the barge operation.
 - This will allow the tankerman/PIC to learn the planned stevedore operation in the CFS/CLO and highlight any possible conflicts. (A Check Sheet shall be used for this function.)
 - The Bunker Barge representative (tankerman/PIC), must communicate with the Designated Facility Contact, and Chief Engineer/Chief Mate, (vessel PIC) prior to beginning the barge operation. This will allow the tankerman to learn the planned stevedore operation and highlight any possible conflicts so they may be eliminated.

Essential Communications: Tankerman Check Sheet

- a. What are the bay designations directly forward and aft of the house on this vessel that overlap the bunker barge?
- b. Is there any planned loading, discharging, or lashing in these bays?
- c. When does the terminal plan to work these bays?
- d. Is any of the work in these bays going to extend into the two or three offshore positions?
- e. Can these positions be worked in a specific time frame so possible conflicts are avoided?
- f. What time periods is the stevedore going to shut down cargo operations for breaks, lunch, etc.?

Understanding the Bunkering Process #1

- Vessels contract for Bunkers
 - Oil Companies notify barge operators
 - Agents coordinate delivery notifications with barge operators and terminals
 - Bunker Barge arrival time and duration of pumping is established

Understanding the Bunkering Process #2

- Vessel Arrives for Cargo Operations
- Agent Coordinates bunker barge arrival
- Terminal plans operations
- Cargo Flow Sheet or Crane letter of Operations (CFS or CLO) is prepared
 - Outlines what cargo is to be moved in what sequence
 - Terminal will plan around bunker operations if possible
- Terminal gives CFS/CLO to Agent to pass to Chief Engineer/PIC and Tankerman/PIC

Understanding the Bunkering Process #3

- Bunker Barge Arrives for Bunker Ops

- Optimal placement to minimize exposure.
- Vessel insures BUNKER OPERATION SIGN is posted.
- DOI is signed by Chief Engineer/PIC and Tankerman/PIC.
- Tankerman/PIC /Chief Mate/Chief Engineer/PIC will have a copy of Cargo Flow Sheet or Crane letter (CFS/CLO).
- Tankerman/PIC should understand what cargo adjacent to the barge is to be handled and when.
- Tankerman/PIC shall have contact with the vessel Superintendent at all times.

Understanding the Bunkering Process #4

- Vessel cargo operations commence.
 - Lashers sent aboard to unlash containers.
 - Crane lowered over hold/hatch to be worked.
- Work commences in accordance with CFS/CLO
 - Lashers sent aboard to re-lash containers
- Bunker operations could start before, during or after cargo operations
 - Tankerman/PIC, Chief Mate & Superintendent must understand where the stevedoreoperator is relative to the Cargo Flow Sheet or Crane letter and the bunkering process.

Area or Zone of Concern

- Tankerman/PIC, Terminal Personnel, (Superintendents, Foremen, Lashers, Crane Operators) and Vessel Personnel (Chief Mate and Engineer/PIC) all must be mindful of and take particular care when lashing or cargo operations take place in the outer three stacks of containers in bays adjacent to the bunker barge if the transfer is in progress.

Essential Communications: BUNKER DELIVERY NOTICE

- To inform all concerned parties of the planned bunkering operations, the Vessel Agent (or other carrier assigned representative), will complete a “Bunker Delivery Notice”.
- The Agent will forward the notice by E-mail to BOTH the terminal and the bunker barge operator prior to the start of any stevedoring operation.

Post Incident Response

- It is expected that the Tankerman will be alert to the crane working near the barge and the cargoflow that has been planned.
- It is expected that the Tankerman/PIC will determine the proper action to take regarding oil transfer process should any incident occur which affects the safety of the operation.
- Any incident will require direct communications between the parties involved who shall be readily available. This will allow for adjustments to working plans to correct conflicts.

Long Term Incident Resolution

- It is expected that the Operations Department's management personnel, vessel representative, and the barge operator will discuss mutually agreeable adjustments to minimize tankerman exposures that may be determined as the result of the incident and the post incident investigation.
- Ideas and lessons learned will be shared between all parties including the other Port Terminals.

Bunker Delivery Notice

| | | |
|---|----------------|---------------------|
| Date: | Port: | |
| Vessel: | Voyage: | |
| Reference #: | | |
| Bunker Barge Co. | | |
| & Phone: | | |
| Name of Bunker Barge: | | |
| Name of Bunker Barge PIC: | | |
| Contact Phone # of Barge PIC: | | |
| Bunker Barge Emergency Contact #: | | |
| Amount and type to be bunkered: | | |
| Delivery Time of Bunkers: | | |
| Location of Delivery of Bunkers: | | |
| Bunker Barge to Land Side to as Vessel (select Port or Starboard): | Port | or Starboard |
| Estimated duration of bunker delivery: | | |
| Designated Facility Contact: | | |
| Terminal Emergency Phone #: | | |
| Name of Vessel PIC for bunkers: | | |
| Telephone number of vessel: | | |
| Location of Bunker Manifold/Riser: | | |
| Agent for Vessel: | | |
| Agent Cell Phone #: | | |
| Agent 24 Hour Contact #: | | |