

Chapter I General Provisions



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1. In order to regulate the oil supply and reception activities of ships in Shanghai Port, ensure the safety of oil supply and reception operations and navigation of ships, prevent water environment from pollution caused by oil supply and reception operations of ships, ensure that the quality of oil supplied meets the requirements of relevant conventions and standards, Rules and Regulations.

2. The Provisions apply to the oil supply and reception operations of ships in the waters of Shanghai and related units, ships, vehicles and personnel.

3. MSA shall be responsible for the management and on-site supervision of oil supply and reception operations of ships in waters under its jurisdiction.

Chapter II General Provisions

4.5.6. Units that supply and receive oil from ships by

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barges, gas stations and vehicles on water (hereinafter referred to as "oil suppliers") shall get permission from Authorities, get operators trained and shall keep all required papers work on record.

7. An oil supply unit shall have an oil supply vessel meeting the requirement of operation navigation area and operation itself, and the registered owners of the oil barge shall be the oil supply unit.

8. The structure and equipment of oil supply vessels shall meet the requirements of the technical specifications for the prevention and control of pollution of the marine environment by ships, hold corresponding certificates and documents, and carry oil products accordingly.

Oil supply ships shall install AIS and keep it in working conditions in accordance with the requirement of rules and regulations. The rubber hoses equipped shall be tested every six months by qualified inspection institutions and shall be certified by the inspection institutions in

accordance with the technical standards of "Rubber hoses for ship/wharf oil transportation"

Oil supply vessels shall be equipped with suitable emergency equipment for oil spill, such as absorbent, dispersant and spraying devices.

9 Oil supply vessels shall buy Public Liability insurance or obtain other financial guarantees in accordance with the requirement of rules and regulations of the People's Republic of China.

10 Oil suppliers shall ensure that the quality of oil supplied meets the requirements of relevant international conventions, domestic Standards and Regulations.

The fuel supplying unit shall send each batch of fuel purchased to the fuel testing unit with the qualifications prescribed by the State for testing. If the tested fuel is reconciled, it should be re-tested. Fuel quality inspection reports or copies shall be kept on board for reference. Each batch of fuel samples is kept for at least one year.

11.The oil supply unit shall formulate an emergency plan for preventing and controlling pollution of the marine environment by ships and oil supply operations, report it to MSA for the record. A drill for Emergency response shall be held every six months. The drill plan shall be reported to the respective MSA. After the drill, the oil supply unit shall make a good assessment and record, and timely revise and improve the emergency plan. If major amendments are involved, the emergency plan shall be re-submitted to MSA for the record.

12. Units supplying oil by barges shall sign pollution removal agreements with OSRO with corresponding capabilities to clarify the rights and obligations of both parties in the emergency preparedness and response to ship pollution.

OSRO shall be on standby for oil supply and reception operations in accordance with the agreement on pollution cleanup.

13. Ships engaged in oil supply operations at Shanghai Port shall meet the requirements of double-hull structures and operate within the prescribed navigation areas.

The oil supply vessel shall operate in accordance with the wind resistance grade specified in its certificate. For inland oil supply vessels whose wind resistance grade is not specified in the certificate, no operation shall be carried out when the wind power exceeds grade 6.

14 Units engaged in bonded oil supply operations should take the following safety and pollution prevention measures if they really need to hire ships for bonded oil supply operations due to special difficulties:

(1) The chartered ship shall be an oil supply ship registered by the Shanghai Maritime Administration and a ship leasing agreement shall be signed;

(2) To formulate and implement a fuel quality control system for chartered ships and assume responsibility for ensuring fuel quality.

15 Oil supply operation territory beyond the jurisdiction

territory of a MSA directly under the Ministry of Transport shall comply with the relevant provisions of the respective MSA of the Ministry of Transport.

Chapter III Recording Management

16 The oil supply unit shall file with MSA and submit the following archival materials through respective MSA:

(1) The submission/alteration form for the record of the oil supply units in Shanghai Port;

(2) Cert. of qualification issued by respective authorities;

(3) The company's safety and pollution prevention management system, the company's emergency plan for preventing and controlling marine environment pollution from ships and oil supply and reception operations, the list of oil spill emergency equipment and materials, and the inspection certificate of rubber oil hoses;

(4) Fuel quality commitment letter;

(5) Certificates of crew special training and training records or certificates for oil supply operators;

(6) For oil supply and acceptance through a ship, the nationality certificate, ownership certificate, ship

inspection certificate, minimum safety crew certificate, emergency plan for oil pollution on board (if applicable), civil liability insurance policy for oil pollution damage or other financial guarantee certificates of the oil supply ship shall be submitted;

(7) An agreement on pollution removal signed with a ship's pollution removal unit with corresponding capabilities;

(8) Material of a wharf that meets the berthing conditions of an oil supply vessel or a berthing agreement signed with a wharf that meets the berthing conditions of an oil supply vessel;

(9) Units engaged in the operation of bonded oil supply shall also submit written materials meeting the requirements of Article 14 of these Provisions if they hire ships to supply and receive bonded oil.

17 In addition to the filing materials required by Article 16 of these Provisions, the water gas station shall also submit the description of the place of operation and the declaration and certification materials that satisfy the Technical Requirements for Safety and Pollution

Prevention of the Water Gas Station.

A water filling station using an onshore storage tank as an oil storage device may be exempted from submitting materials specified in Item 6 of Article 16 of these Provisions.

18 MSA shall verify the archival materials submitted by the oil supplying units. MSA shall confirm the filing materials within 5 working days, shall also seek the opinions of the Yangshan branch of MSA for units engaged in oil supply operations on ships in the Yangshan Deepwater Port Area and the northern coast of Hangzhou Bay. For those who meet the requirements, the Shanghai MSA shall publish them to the public. In order to facilitate oil suppliers to carry out operational reports, the Shanghai MSA shall promptly open the user's name and password of the Maritime E-Government Platform.

19 The oil supply unit that has been put on record shall keep the actual situation in line with the situation on record. When the situation of the unit, ship, vehicle, main

person in charge of the unit and the safety and anti-pollution management personnel changes, it shall timely submit relevant information on the changes on record to MSA, and make the changes on record in accordance with Articles 16 to 18 of these Provisions.

MSA shall check the supervision information of the oil suppliers, and focus on the supervision of the oil suppliers under one of the following circumstances in the past three years:

- (1) Accidents such as fire, explosion, shipwreck and pollution occur;
- (2) having records of maritime administrative penalties such as illegal discharge of pollutants;
- (3) Having a record of bad management of maritime integrity;
- (4) Other acts that violate maritime laws and regulations and cause more serious consequences.

Chapter IV Operational Management

20 Units engaged in oil supply at Shanghai Port shall report to MSA the types of oil supply, operation time,

place of operation, unit of operation and name of ship in advance through the Maritime E-Government Platform according to regulations. If the operation information changes, they shall timely keep MSA with updates. The report shall also be confirmed in time after the completion of the work.

Water gas stations can report oil supply and receiving operations in real time or make up for them within two hours after the completion of oil supply operations. Where a ship leased by a bonded oil supplier engages in the operation of bonded oil supply, it shall be reported by the bonded oil supplier.

21 In addition to reporting through e-government platforms in accordance with regulations, oil suppliers shall report to MSA on the time and place of operation, the amount of operation and the implementation of safety and pollution prevention measures by VHF, telephone and other instant messaging when they are about to start their operations.

22 Both parties to oil supply and receiving operations shall carefully fill in and implement the Safety Checklist for Oil Supply and Receiving Operations (see Schedule 3), clarify the responsibilities of both parties, adopt management measures for oil supply and receiving operations that meet safety and pollution prevention requirements, and at the same time abide by the provisions of the Regulations of the People's Republic of China on the Prevention and Control of Marine Environment Pollution by Ships and Their Related Operational Activities. Provisions before, during and after oil supply and acceptance operation. Both sides of oil supply and receiving operation shall do a good job of emergency preparedness against oil spill in the course of operation.

23 Where a unit engaged in oil supply for ships in the Yangshan Deepwater Port Area and the northern coast of Hangzhou Bay is stationary berthing wharf outside the above-mentioned waters, the oil supply unit shall arrange temporary berthing places for oil supply vessels that meet the requirements of safety and pollution prevention and

are reasonable and feasible.

24 In any of the following circumstances, no oil supply or receiving operation shall be carried out on a ship:

(1) The contents of the report are inconsistent with the actual situation;

(2) The oil supply vessel is found to have hidden dangers and defects in operation safety and anti-pollution and has not been corrected within the prescribed time limit;

(3) The meteorological and hydrological conditions at the work site do not meet the requirements for safety and pollution prevention;

(4) Others that do not meet the requirements of laws, regulations and rules.

25 Both parties to oil supply and receiving operations shall sample the fuel supplied in accordance with the relevant provisions in the process of oil supply and receiving operations, shall be sealed and signed by both parties together and kept properly for one year for inspection.

26 A fuel supplier shall faithfully fill in the fuel supply and acceptance certificate and provide the fuel supply and acceptance certificate to the receiving vessel. Fuel supply and acceptance documents shall include the name of the tanker, vessel identification number or IMO number, the time and place of operation, the name, address and contact method of the fuel supplier, as well as the type, quantity, density and sulfur content of the fuel. Both parties shall keep the fuel supply and acceptance documents for 3 years for inspection.

27 After the completion of oil supply and receipt operation, the two parties shall faithfully make corresponding records in the Oil Supply Record Book or the Oil Record Book.

Chapter V Vehicle Fuel Supply Management

28 Units that use vehicles to supply oil to ships shall, in accordance with the procedures set forth in these Provisions, file for the record, submit training records or certificates for oil supply operators in Items (1) to (4) and

(5) of Article 16, documents in Item (6) concerning insurance of civil liability for oil pollution damage, and other materials, as well as the corresponding safe handling and pollution of operation wharfs. Evidence of emergency response capability.

29 Units that use vehicles for fuel supply on record shall report via maritime e-government platform and instant messaging before oil supply operations.

30 Both parties to oil supply and receiving operations shall, in accordance with the requirements of Article 22 of these Provisions, carefully fill in the Safety Checklist for Oil Supply and Receiving Operations, implement the responsibility of safety and pollution prevention.

31 Units using vehicle fuel supply shall, in accordance with the requirements of Articles 25 and 26 of these Provisions, faithfully fill in fuel supply and acceptance documents, provide ship fuel supply and acceptance documents and fuel samples, and keep ship fuel supply and acceptance

documents and fuel samples.

Chapter VI Management of Oil Vessels

32 Oil receiving vessels shall install conforming fuel oil in accordance with international conventions concluded or acceded to by China and relevant domestic regulations and standards.

33 With effect from March 1, 2020, ships carrying irregular fuel may unload irregular fuel or, with the consent of MSA, retain irregular fuel on board and provide a guarantee not to be used in waters under our jurisdiction.

In case of unloading irregular fuel at Shanghai Port, it shall report to MSA and implement safety and pollution prevention measures in accordance with the requirements of oil supply and reception operations.

34 Where a ship fails to obtain conforming fuel, which results in the use of non-conforming fuel at Shanghai Port, it shall report to MSA in advance. The report includes at least the following information: basic info about ships and companies, voyage plans, evidence of attempts to install

conforming fuel, plans to obtain conforming fuel, etc.

Chapter VII Supervision and Inspection

35 Each branch of MSA shall verify in time the report that the ship is unable to obtain fuel that meets the requirements. If the situation is true, it shall be exempted from liability. If it finds that the provision of false materials or the conditions for exemption are no longer available, it shall not be exempted from liability and shall be dealt with in accordance with the provisions.

36 MSA shall, according to law, conduct random sampling and testing of fuel supplied by the fuel supplying unit. Fuel sampling is carried out jointly by maritime law enforcement officers and representatives of fuel suppliers, and sampling is carried out in the refueling pipeline. Maritime law enforcement officers use fuel rapid inspection equipment to detect sulfur content in samples, or send it to qualified fuel inspection units for testing.

37 MSA and market supervision departments shall jointly supervise the supply of marine fuel and establish a mechanism for information notification. For those who

find that the fuel supply does not meet the standards, the Shanghai Maritime Bureau shall timely notify the market supervision department and other departments.

38 MSA shall supervise and inspect oil supply and receiving operations according to law. If they find that they do not comply with these provisions, they shall be ordered to make corrections according to law. If they refuse to make corrections, they shall be ordered to stop operations according to law, and operations may be resumed only after the corrections are qualified.

Where an oil supplying unit, or ship or related personnel violate relevant laws and regulations, MSA shall deal with them in accordance with the law.

Chapter VIII supplementary provisions

39. Oil supply and reception operation refers to the operation of loading self-used bulk fuel or lubricating oil for ships by barges, gas stations and vehicles on water.

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40. The Provisions shall come into force on October 15, 2019 and shall be valid until October 14, 2024.

It is at Free of Charge that:

[hiring Shanghai Highwoods Ship Co., Ltd. as bunker agent](#) who' s consortium members/partners at ports can meet all requirement of Rules and regulations. We simply forward the bills from direct vendor (consortium member at the respective China ports) and Authorities (if any) without extra cost. You are free to talk to us in English at 24/7.

Appendix :

供受油作业安全检查表

BUNKERING SAFETY CHECK LIST

NO.

供油船船名 (车辆)

受油船船名

Supplying Ship Name _____

Receiving Ship Name _____

供油种类

供油数量

Kind of Oil _____

Quantity of Oil _____

作业时间及地点

Time and Place of the Bunkering Operation _____

泵压

泵速

Pump Pressure(Mpa) _____

Pump Rate(m³/h) _____

检查项目 Items	供油方 Supplier	受油方 Receiver	备注 Remarks
1、输油管是否完好? Are bunkering hoses in good condition?			
2、输油管是否接受,并在结合处放置了接油容器? Are bunkering hoses correctly connected & drip collecting trays in Position at Joining Part?			
3、受油舱阀是否打开? Is the valve of receiving tank open?			
4、受油舱的剩余舱容是否已检查? Is the capacity of receiving tank checked?			
5、所有落水孔是否已有效堵塞? Are all scuppers effectively plugged?			
6、双方是否约定了联系信号? Is the communication system agreed on by both parts?			
7、双方是否安排了专人值班? Are duty person assigned by both parts?			
8、双方的操作程序是否已商定? Is the operation Procedure agreed on by both parts?			
9、双方是否备妥了必要的吸附材料,以应付意外跑油事故? Are necessary absorbing materials available for dealing with accidental escape of oil?			
10、通往外部的门窗和舷窗是否都关闭? Are exterior doors & portholes closed?			
11、在货油管汇附近是否有手提式化学灭火器? Is a portable chemical fire extinguishers sighted near the cargo manifold?			
12、不使用的货油管汇是否用盲板封死并上齐所有螺栓? Are closed manifold connections blanked & fully bolted?			

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13、船舱壁、管线、阀门和船壳是否状况良好无渗漏? Are bulkheads 、 pipelines、 valves & hull in good condition & with no leaks?			
14、缆绳是否状态良好? Are ropes in good condition?			
15、船舶是否安全系泊? Is vessel securely moored?			
16、碰垫是否状况良好并布放合理? Are fenders in good order and suitably positioned?			
17、货物网兜、吊具、吊绳等设备是否处于良好状态? Are cargo nets or lifting cages, strops etc in good condition?			
18、供油管是否已安全适当的连接并上满螺丝? Is the transfer hose properly rigged and fully bolted?			
19、供油方是否规定停止作业风力等级? 如果规定, 风力几级时停止供、受油作业? Is the environmental threshold for the cargo operation regulated by supplier? If regulated, which scale of wind force bunkering operation will be stopped ?			
20、双方是否在作业过程中做好船舶溢油应急防备工作? Is the ship oil spill emergency preparedness work done in the process of operation?			

注：双方必须按表内所列项目检查、落实，对符合要求者用“√”，不符合要求者在备注栏内说明。

Note: All the items of the list must be checked and implemented, Items agreed to be done shall be marked with “√” ,while items disagreed shall be explained in the column of remarks.

供油方代表姓名
Person in charge
from the supplier
职务
Rank
签字
Sign
时间
Date and time

受油方代表姓名
Person in charge
from the receiver
职务
Rank
签字
Sign
时间
Date and time