AD NO.: 04ad-01

Initial Issue Date: 09-14-2023

Revision Date: 07-30-2024



**REPUBLIC OF THE PHILIPPINES**

**DEPARTMENT OF TRANSPORTATION**

**MARITIME INDUSTRY AUTHORITY**

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| **INVENTORY OF TEACHING AIDS AND REFERENCES** |

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| **Training Course:** | Advanced Training for Oil Tanker Cargo Operations | |
| **Name of Maritime Training Institution:** | |  | |

| *Note: Substitute textbooks and videos can be used provided they contain the same content of the required.* | **Self-Assessment** | | **Tabletop Evaluation** | | **Inspection** | | **Remarks** |
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| **To be accomplished by applicant MTI** | | **To be accomplished by designated Tabletop Evaluator** | | **To be accomplished by designated Evaluation and Inspection Team (EIT)** | |
| **Items** | **Hardcopy** | **Electronic Copy** | **Complied** | **Not Complied** | **Complied** | **Not Complied** |  |
| **Teaching Aids (A):** | | | | | | | |
| 1. Visual Presentations |  |  |  |  |  |  |  |
| 1. Training videos related to:  * Operation and Maintenance of Inert Gas Systems * Prevention and Reaction to Marine Oil Spills * Permit to work   *Note: Other titles of video materials may be used provided it has similar content.* |  |  |  |  |  |  |  |
| 1. Pictures/Charts/Diagrams  * IMO Symbols * Cargo Compatibility Chart * Flammability Diagram * Pumping Curves (Cargo, Ballast, Stripping and Ejector) * Venting Capacity * Loading Rate/Capacity * Various Ships Plans: * General arrangement and construction * Pumping arrangement and equipment * Tank arrangement, pipeline system and tank venting arrangement * Gauging systems and alarms * Cargo heating systems * Tank cleaning, gas-freeing, and inerting systems * Ballast management system * Cargo area venting and accommodation ventilation * Slop Arrangements * Vapour recovery systems * Cargo-related electrical and electronic control system * Environmental protection equipment, including Oil Discharge Monitoring Equipment (ODME) * Tank coating * Tank temperature and pressure control systems * Fire-fighting systems * Hazardous Zone Diagram |  |  |  |  |  |  |  |
| 1. Various Operational checklists and forms:  * Loading and unloading (Stowage Plan, VEF, NOR, Ullage Report, Ship/Shore Information exchange, Cargo request form, SSSC Ship Shore Safety Checklist, Loading Certificate, Before & After Loading Certificate, Before and After Discharging Certificate, Pumping Log, Letter of Protest) * Ballasting and deballasting * Tank cleaning * Inerting * Gas-freeing * Ship to ship transfer * Load on top * Crude oil washing * Toxicity * Flammability and explosion * Health hazards * Inert gas composition * Electrostatic hazards * PTW - Permit to Work System as follows, Enclosed Space, Hot Work, Cold Work * Personal Protective Equipment (PPE) * Ship emergency response plans * Cargo operations emergency shutdown * Actions to be taken in the event of failure of systems or services essential to cargo * Fire fighting on oil tankers * Enclosed space rescue * Material Safety Data Sheet (MSDS/SDS) |  |  |  |  |  |  |  |
| 1. Electro static generating cargoes (details and types) |  |  |  |  |  |  |  |
| 1. Sample Material Safety Data Sheet (MSDS/SDS) of Oil and Chemical Cargoes |  |  |  |  |  |  |  |
| 1. Exercise Sheets 2. Conduct of risk assessment in a given task 3. Assessment of the operation of the monitoring and safety systems including emergency shutdown during cargo operations 4. Perform cargo calculations 5. Development and implementation of cargo related operational plan for a given cargo operation of an oil tanker 6. Carry out cargo operations 7. Calibration of the gas-detection systems, instrument and equipment on board oil tankers 8. Evaluation of the oil tanker emergency procedures 9. Carry out medical first aid treatment |  |  |  |  |  |  |  |
| **IMO References (R):**  *MTIs may use additional references as deemed necessary to meet the intended learning outcomes of this training course.* | | | | | | | |
| 1. International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, 1978, as amended |  |  |  |  |  |  |  |
| 1. International Convention for the Safety of Life at Sea (SOLAS) 1978, as amended |  |  |  |  |  |  |  |
| 1. International Convention for the Prevention of Pollution from Ships (MARPOL)73/78 Annexes I - VI (latest edition) |  |  |  |  |  |  |  |
| 1. MARPOL Annex 1 Regulation 13, Crude Oil Washing Systems – MARPOL-002 |  |  |  |  |  |  |  |
| 1. International Convention on Civil Liability for Oil Pollution Damage (CLC), 1969 – MLC-006 |  |  |  |  |  |  |  |
| 1. International Convention for the Control and Management of Ships' Ballast Water and Sediments (BWM). (latest edition) |  |  |  |  |  |  |  |
| 1. IMO Provisions Concerning the Reporting of Incidents Involving Harmful Substances under MARPOL 73/78. (latest edition) |  |  |  |  |  |  |  |
| 1. IMO, Manual on Oil Pollution, Section 1: Prevention (2011)- MLC-082, MLC-032 |  |  |  |  |  |  |  |
| 1. MEPC 59, MARPOL Annex 1 chapter 8, [SOPEP](http://www.marineinsight.com/maritime-law/what-is-ship-oil-pollution-emergency-plan-sopep/), SMPEP, STS transfer guide and operational plan |  |  |  |  |  |  |  |
| **Bibliography (B):**  *The training provider may choose books from bibliographic list or use other or additional references provided it has similar content to the latest edition and addresses the achievement of all intended learning outcomes. Electronic publications may be accepted as alternatives to printed copies of the latest editions and must be sourced from authorized publishers.* | | | | | | | |
| 1. Baptist, C. C. (2000). *Tanker Handbook for Deck Officers*. Brown, Son & Ferguson, 426 Drumoyne Rd, Glasgow Metropolitan Area G51 4DA, United Kingdom |  |  |  |  |  |  |  |
| 1. International Chamber of Shipping & LGC Companies International Marine Forum (2013). *Ship to Ship Transfer Guide for Petroleum, Chemical and Liquefied Gases.* Witherby Seamanship International, Livingston West Lothian, United Kingdom. |  |  |  |  |  |  |  |
| 1. International Chamber of Shipping & Oil Companies International Marine Forum & International Association of Ports and Harbors (2020). *International Safety Guide for Oil Tankers and Terminals (ISGOTT)*. Witherby Seamanship International, Livingston West Lothian, United Kingdom. |  |  |  |  |  |  |  |
| 1. INTERTANKO(2008). *Tanker Management Self-Assessment.* Oil Companies International Marine Forum, 29 Queen Anne's Gate, London. |  |  |  |  |  |  |  |
| 1. INTERTANKO (2021)). *A Guide for Correct Entries in the Oil Record Book (part 2 - Cargo/ballast operations).* Witherby Seamanship International, Livingston West Lothian, United Kingdom. |  |  |  |  |  |  |  |
| 1. Maritime Coastguard Agency. (2015). *Code of Safe Working Practices for Merchant Seafarers.* The Stationery Office, London, United Kingdom. |  |  |  |  |  |  |  |
| 1. OCIMF (1994). *Clean Seas Guide for Oil Tankers.* Witherby Seamanship International, Livingston West Lothian, United Kingdom. |  |  |  |  |  |  |  |
| 1. OCIMF, *Guidelines for Inert Gas Systems*. Oil Companies International Marine Forum, 29 Queen Anne's Gate, London. |  |  |  |  |  |  |  |

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| **Accomplished by** | **:** |  |  | **Date** | **:** |  |
|  |  | Name and Signature of  MTI’s Authorized Representative |  |  |  |  |

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| **Table Top Evaluator’s Comments:** | | | | | | |
|  |  |  | **Date of Evaluation** |  |  |  |
|  | **Table Top Evaluator’s Name & Signature** |  |  |  |  |  |
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| **Inspector’s Comments:** | | | | | | |
|  |  |  | **Date of Inspection** |  |  |  |
|  | **Inspector’s Name & Signature** |  |  |  |  |  |
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