



NO OBJECTION FOR BUNKER/ STS OPERATIONS

HIP - L1 – HSE - 092

Work Permit No:

- ❖ Requester’s Name :
- ❖ ID card No. :
- ❖ Company/ Department Name :
- ❖ Project Name :
- ❖ Responsible person's name and contact no. :
- ❖ Work commence date and time :
- ❖ Estimated work completion date and time :
- ❖ Location of work :
- ❖ Fuel Supplying Vessel Name and IMO :
- ❖ Fuel Supplying Vessel Agent’s Details :
- ❖ Fuel Receiving Vessel Name and IMO :
- ❖ Fuel Receiving Vessel Agent’s Details :
- ❖ Fuel Type and Quantity :
- ❖ Fuel Supplied Through (v) : Barge Road Tanker IBC Tank Drums Other

❖ Acknowledgement: (To be signed by Contractor)

I/We, the undersigned, acknowledge that HIP remains duty-bound to comply with the **Marine Pollution Prevention Act No. 35 of 2008**. The Masters of both vessels, together with their Operators and Agents, are hereby deemed fully liable and responsible for the proper conduct of the operation. In the event of any violation, negligence, omission, or unforeseen eventuality, HIP shall be held harmless and duly indemnified by the respective party concerned. As the Requester, I certify that this application is made with the **full acknowledgment and No Objection** of the Masters and Agents of both the **Receiving Vessel** and the **Supply Vessel**. Furthermore, I/We explicitly **agree to adhere to all guidelines and safety protocols** specified in **Annexure 'A'** of this permit and undertake to pass this information to all parties involved in the operation.

Name: Signature: Date:

➤ **Facilitated by:** (Indicate the department)

Name: Signature: Date:

➤ **Evaluated & Notified by: Ops. / M. Services/ Admin. / Eng. & IT./ Security: (As appropriate)**

Name: Signature: Date:

➤ **No Objection by QHSE Department:**

Name: Signature: Date:

➤ **Work Completion** (To be signed by relevant HOD/ Manager)

I have inspected the work carried out and certify that the work has been satisfactorily completed.

Name: Signature: Date:

Annexure "A"

Every contractor must strictly adhere to the guidelines.

1. Every outsourced contract person should undergo the Safety Induction training conducted by HIPS - HSE Department and sign the acknowledgement.
2. It is a requirement to conduct a hazard identification risk assessment, and all elimination or mitigation actions must be completed for the identified hazards before commencing the works.
3. Always take necessary actions to protect the employees, stakeholders, customers, and properties of HIPG/HIPS.
4. All equipment, including transfer hoses and mooring gear, must have valid test certificates (not older than 12 months) available for inspection on-site.
5. Operations must strictly prevent the discharge of oil, harmful substances, or pollutants into the territorial waters of Sri Lanka as mandated by the **MEPA Act No. 35 of 2008**. All parties must provide adequate and effective reception facilities for pollutants and maintain response equipment ready for immediate deployment in accordance with the **National Oil Pollution Contingency Plan**.
6. If an emergency (Including an accident/near miss) occurred, please inform the ERU/HSE Department, Marine Environment Protection Authority, Marine Services and Fleet Management department and the security section.
7. It is required to obtain the port entry pass prior to entering the port for every personnel and vehicles. It is required to obtain permission from Customs for any tools/equipment or goods bring inside the Port.
8. Explosive items or gadgets are strictly prohibited inside the work premises.
9. Every worker should wear standard personnel protective equipment and should be well aware about those items and their usage.
10. All employees must be well aware about the Fire Assembly Points and paths to the Fire Assembly Points.
11. Every contractor must strictly adhere to the driving limitations inside the Port, and the maximum speed should be 50 kmph.
12. All vehicles to be parked at the designated areas and all traffic rules to be adhered.
13. No Parallel Operations are permitted during Bunker or STS operations. This includes, but is not limited to: Hot Works, Diving, Underwater Repairs, RORO Operations (Loading/Unloading), Sludge/Bilge removal, and Garbage collection. The area must remain clear of auxiliary craft to ensure immediate access for emergency response vessels as per the **National Oil Pollution Contingency Plan**.
14. Working above 2m heights – Need to adhere working at height safety standards.
15. Taking photographs or video recordings inside the Port is strictly prohibited.
16. All the garbage and waste should be disposed according to the standards. It should be separated as digest waste and non-digest waste, and needs to dispose designated bins placed at the designated locations. Construction debris should be removed from the location regularly in order to keep the area as a safe workplace.
17. You are not authorized to enter the ships or restricted areas unless permission granted by the relevant authority.
18. In accordance with **Section 9 of the Marine Pollution Prevention Act**, authorized officers or MEPA representatives have the legal right to board any ship within the port to inspect the condition of the ship,

its machinery, equipment, and the nature of its cargo. Full assistance must be provided to the Authority during such surveys or investigations.

19. Smoking, chewing betel, and using alcohol inside the Port is strictly prohibited. Designated smoking area to be used for smoking.
20. Prior approval is required for using the water or electricity from the Port.
21. Do not remove Fire Extinguishers kept for an emergency use from the relevant places.
22. Work related to loud noises, large smokes or dust- always take necessary actions and safety measures to prevent the pollutions. Following are the maximum exposure level/time and each line by itself represents 100% of the allowable noise dose per 24-hour day. In other words, if you've already experienced 15 minutes at 100 dBA, you're "done for the day," and the remainder of your 24-hour period should have NO exposure above 85 dBA, and preferably should be below 70 dBA. More than 140dBA is prohibited.

Noise level dBA	Maximum Exposure time per 24hrs		Noise level dBA	Maximum Exposure time per 24hrs
85	8 hours		109	112 seconds
88	4 hours		112	56 seconds
91	2 hours		115	28 seconds
94	1 hour		118	14 seconds
97	30 minutes		121	7 seconds
100	15 minutes		124	3 seconds
103	7.5 minutes		127	1 second
106	3.7 minutes		130-140	less than 1 second

23. Please contact the following numbers in an emergency as appropriate.

Name	Contact Number
Emergency Response Unit /Fire section	047 225 8855
Manager QHSE	076 407 7801
A/ Manager QHSE	076 407 7823
Duty HSE officer	076 407 7800
Shift Engineer	076 407 7771
Duty officer at Port Control	076 407 8051 / 047 227 7701
Duty Manager	076 407 7600
Navy emergency	091 378 1118 / 011 307 0312
Security	047 227 7810
Emergency Treatment Centre	047 493 8136 / 076 407 7888
Marine Services and Fleet Management	076 407 7706/ 076 407 7726
Marine Environment Protection Authority	071 529 3716/ 071 939 8566

24. In accordance with the statutory provisions of the **Marine Pollution Prevention Act No. 35 of 2008**, "No owner, operator, master or agent of any ship and or occupier of any place shall, transfer oil between the hours of **6 p.m. and 6 a.m.** of any day to, or from, a vessel in any harbor in Sri Lanka, unless notice (which can either be general or specific) has been given to the **Harbor Master** and the prior consent of the **Fire Department** has been obtained for the same."

.....
Signature and rubber stamp of
the Contractor

.....
Date