



OPTION
SOP

SOP-C-002

CLIENT HANDOFF

CLIENT PREVIEW ONLY

OPTION C - SOP

Bunkering SOP Page

OWNER
Engineer

USE
Bunkering

FORMAT
A4 client page

PURPOSE

A fuel-transfer SOP page for pre-transfer checks, manifold watch, communications, spill response and close-out.

OPERATING CONTROLS

Set up

- Confirm fuel type, quantity and connection.
- Rig spill kit, scuppers and drip trays.
- Brief deck, engineering and supplier roles.

Transfer

- Maintain manifold watch.
- Record start time, rate and soundings.
- Use agreed communications channel.

Close

- Stop and drain safely.
- Check for sheen or leaks.
- File samples, receipts and log entries.

SIMPLE FLOW



CHECKLIST / RECORD

- ☐ Fuel grade confirmed
- ☐ Spill kit placed
- ☐ Communications tested
- ☐ Manifold watched
- ☐ Close-out logged

EVIDENCE

Bunkering checklist | Fuel receipt | Action log

ADAPT FOR THIS VESSEL

- Bunkering station
- SOPEP location
- Local reporting contact
- Supplier contact
- Sample process

Complete these fields before issuing as a live onboard page.