



VOLUNTEER MARINE RESCUE WHITSUNDA

Module :Refueling Procedure
Type: SOP
Version: 1

STANDARD OPERATING PROCEDURES (SOP) REFUELING PROCEDURE

1. Introduction

This SOP describes the procedures for safe access to the foredeck of VMR1. It is the responsibility of every crew member to follow this procedure.

2. Reference

VMR Training – Risk Assessment

3. Detailed Procedures

REFUELING PROCEDURES VMR1

NOTIFY ABELL POINT MARINA DURING OFFICE HOURS REGARDING FUEL PUMP LOCATION.

MOOR VESSEL SECURELY, BUT HAVE ARRANGEMENTS FOR QUICK UN-BERTHING.

STOP ENGINES, SHUT OFF IGNITION SOURCES, AVOID RADIO AND PHONE USAGE

ELIMINATE SMOKING, NAKED FLAMES AND HOT WORK IN THE VICINITY

CHECK GUAGES TO CALCULATE FUEL REQUIRED FOR EACH TANK AND MONITOR DURING FILL. **MAXIMUM FILL IS 1550 LITRES, 775 LITRES PER SIDE**

SHIP CLOSED TO EXCLUDE VAPOURS; DOOR, WINDOWS + HATCH

ALL UNNECESSARY PERSONNEL OFF VESSEL TO SAFETY

HAVE A SUITABLE EXTINGUISHER (FOAM, DRY CHEMICAL) NEARBY

HAVE POLLUTION PREVENTIVE TOOLS IN READINESS


EARTH THE NOZZLE BEFORE FILLING WHERE NECESSARY

FUELLING AND SHUTDOWN SWITCH ATTENDED AT ALL TIMES

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Page 1 of 2

	<p>VOLUNTEER MARINE RESCUE WHITSUNDA STANDARD OPERATING PROCEDURES (SOP) REFUELING PROCEDURE</p>	<p>Module : Type: SOP Version: 1</p>
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PROCEED WITH FILL. MONITORING VOLUMES AND TANK LEVELS TO AVOID OVERFILLING

CATCH SPILLAGE FROM VENT OR WHEN NOZZLE IS REMOVED WITH A PIECE OF RAG, LAY FLAT AND VENTILATE RAG WHEN FINISHED

CLEAN UP AND RENDER SAFE AFTER SPILLS

FILL TENDER AND WATER PUMP CONTAINERS IN PLASTIC TUBS

COMPLETE REFUELING (LOGBOOK AND RESET GUAGES)

VENTILATE ALL COMPARTMENTS, ENGINE ROOM AND BILGES PRIOR TO START UP

MAKE READY VESSEL FOR NORMAL OPERATIONS

NOTIFY AUTHORITIES OF COMPLETION AND DEPARTURE

COMPLETE THE LOG

4. Summary

If we all follow these guidelines we will be less likely to have problems/injuries whilst accessing the foredeck.

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