

PETRONAS TECHNICAL STANDARDS

MANUAL

SHIP VETTING AND AUDIT

PTS 58.01.01.01

JULY 2011



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PTS Circular 2011 – 58.01.01.01



PTS No:	58.01.01.01
PTS Title:	Ship Vetting and Audit

This new PTS **58.01.01.01 - Ship Vetting and Audit (July 2011, Revision 0)** has been developed for the use of PETRONAS operated ports and terminals, charterers/operators and PETRONAS Group of Companies.

PMSSB recognizes that the dominant risks in marine operations are explosion, fire and environmental pollution. Such incidences may lead to personal, financial and property loss as well as will impact PETRONAS' reputation. Thus all marine activities shall be managed from the perspective of risks of exposure in relation to the rewards gained without compromising safety.

PETRONAS Group of Companies shall ensure all vessels utilized for business engagement are in compliance with the international conventions, national statutory requirements and PETRONAS Policy on Maritime Activities (POMA).

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Document Approval

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PREFACE

PETRONAS Technical Standards (PTS) publications reflect the views, at the time of publication, of PETRONAS OPU/Divisions.

They are based on the experience acquired during the involvement with the design, construction, operation and maintenance of processing units and facilities. Where appropriate they are based on, or reference is made to, national and international standards and codes of practice.

The objective is to set the recommended standard for good technical practice to be applied by PETRONAS' OPU in oil and gas production facilities, refineries, gas processing plants, chemical plants, marketing facilities or any other such facility, and thereby to achieve maximum technical and economic benefit from standardisation.

The information set forth in these publications is provided to users for their consideration and decision to implement. This is of particular importance where PTS may not cover every requirement or diversity of condition at each locality. The system of PTS is expected to be sufficiently flexible to allow individual operating units to adapt the information set forth in PTS to their own environment and requirements.

When Contractors or Manufacturers/Suppliers use PTS they shall be solely responsible for the quality of work and the attainment of the required design and engineering standards. In particular, for those requirements not specifically covered, it is expected of them to follow those design and engineering practices which will achieve the same level of integrity as reflected in the PTS. If in doubt, the Contractor or Manufacturer/Supplier shall, without detracting from his own responsibility, consult the owner.

The right to use PTS rests with three categories of users:

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- 3) Contractors/subcontractors and Manufacturers/Suppliers under a contract with users referred to under 1) and 2) which requires that tenders for projects, materials supplied or - generally - work performed on behalf of the said users comply with the relevant standards.

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The copyright of PTS vests in PETRONAS. Users shall arrange for PTS to be held in safe custody and PETRONAS may at any time require information satisfactory to PETRONAS in order to ascertain how users implement this requirement.

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1.0 INTRODUCTION

1.1 OBJECTIVE

- 1.1.1 To determine the suitability of vessel calling at PETRONAS operated ports and terminals, and/or for carrying PETRONAS cargoes from one facility to another.
- 1.1.2 To conduct risk management, safety and quality assurance in determining the suitability of vessel for PETRONAS use or calling at PETRONAS operated ports and terminals.

1.2 SCOPE OF APPLICATION

- 1.2.1 Applies to all vessels engaged in the carriage of bulk crude oil, refined products, petro-chemicals and liquefied gases calling at PETRONAS operated ports and terminals OR carrying cargo in which PETRONAS has an interest OR vessels chartered by PETRONAS Group of Companies.

1.3 RESPONSIBILITY

- 1.3.1 Head, Maritime Services Division shall be the custodian of the Procedures. The Procedures shall be periodically reviewed and revised/updated and the revised copy shall be distributed to the relevant end user.
- 1.3.2 The Managers of Ship Vetting and Ship Audit Departments shall be responsible for communicating the requirements set forth in the Procedures and its revisions to all the relevant parties.

1.4 REVIEW OF DOCUMENT

- 1.4.1 The Procedures shall be amended when deemed necessary and reviewed every 3 years. All queries, interpretations, clarifications and proposed amendments shall be addressed in the first instance to the custodian of the Procedures.

1.5 LANGUAGE

- 1.5.1 The language use shall be English Language.
- 1.5.1 The acronym PETRONAS and the term Company are used interchangeably and refer to PETRONAS Group of Companies. Additionally, the use of the following terms shall carry the following meaning:
 - SHALL – means “Mandatory action required”.
 - SHOULD – means “Preferred action”.
 - MAY – means “Recommended action”.

1.6 INSPECTION STANDARD

- 1.6.1 In conducting the inspection, PETRONAS adopts the uniform Oil Companies International Marine Forum (OCIMF) inspection guidelines.

1.7 DEFINITIONS AND ABBREVIATIONS

Charterer

PETRONAS Holding Company Unit(s), PETRONAS Operating Unit(s) and PETRONAS Group of Companies that charter the vessel.

COA – Contract of Afreightment

Refers to a Ship-owner/operator and a charterer who enters into a contract to carry a specific quantity of cargo between named port or region on mutual agreed terms and condition over a specified period of time. Each shipment is taken as a new voyage charter between two parties.

Marine Facilities

Locations as determined by the relevant authority where vessel/port interface takes place which may include area of land or water, or land and water, anchorage, awaiting berth and approaches from seaward used either wholly or partially in connection with the loading or unloading of vessels. This facility comprises of water-side restricted area and land-side restricted area.

PETRONAS Terminal

Marine facilities including but not limited to single point mooring, floating storage or floating production storage operated by or for Terminal Operators

PMSSB Inspector

A qualified person employed, appointed/engaged and accredited by PMSSB to conduct vessel inspection.

Tanker Management Self Assessment (TMSA)

An OCIMF program used as a tool to assess measure and improve the management system of a vessel operator towards safety and environmental excellence.

Tanker Operator Evaluation (TOE)

An examination of a company of its operational management structure, whether a company presents a risk to PETRONAS Group of Companies.

Terminal Operator

Refers to PETRONAS Holding Company Unit(s), PETRONAS Operating Unit(s) and PETRONAS Group of Companies that operate PETRONAS terminals.

Time Chartered Vessel

Chartering of a vessel over a specific period of time.

Vessel

Includes every description of watercraft, propelled or non-propelled including barges, used or capable of being used as a means of transportation on water.

Vessel Inspection System (VIS)

PMSSB web-based risk assessment and management systems tool for assisting vessel vetting processes. System custodian is Ship Vetting Department Manager.

Vessel Operator

A company or an entity which exercises day to day technical responsibility for a vessel.

Vessel Vetting

Risk assessment, management and assurance in determining a vessel's suitability for her intended purpose

Ship Vetter

A member of PMSSB vetting team with sufficient technical knowledge and skills to assess and evaluate a vessel based on the available information/finding.

Voyage Charter

Employment of a vessel for a specific and certain voyage to load cargo(s) at one or more named ports/terminals to be transported to a named discharge port(s)/terminal(s).

1.8 REFERENCES

The vetting shall be conducted in accordance with the following applicable laws, regulations, guidelines and policies:

- 1) Merchant Shipping Act (MSA) 1995
- 2) Merchant Shipping Ordinance (MSO) 1952
- 3) International Safety Management (ISM) Code
- 4) International Convention on the Safety of Life at Sea (SOLAS) 1974
- 5) International Convention on the Prevention of Pollution from Ships, 1973 as modified by the Protocol of 1978 (MARPOL 73/78)
- 6) International Convention on Standards of Training, Certification and Watch Keeping Code for Seafarer 1978, as amended 1995 (STCW 95)
- 7) Code of Safe Working Practices for Merchant Seaman
- 8) International Safety Guide Oil Tankers and Terminal (ISGOTT)
- 9) Oil Companies International Marine Forum (OCIMF) Guidelines
- 10) International Chamber of Shipping (ICS) publications
- 11) Society of International Gas Tanker and Terminal Operators (SIGTTO)
- 12) ICS Tanker Safety Guide for Chemical and Gas Carrier
- 13) International Code for The Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code)
- 14) International Code for The Construction and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC CODE)
- 15) International Ship and Port Facility Security Code (ISPS)
- 16) Guidelines for the control of drugs and alcohol on board ships (OCIMF)
- 17) OCIMF Vessel Inspection Questionnaire (VIQ) / OCIMF Vessel Particular Questionnaire (HVPQ)
- 18) OCIMF Ship Inspection Report Programme (SIRE) Database
- 19) Chemical Distribution Institute (CDI) Report Database
- 20) PMSSB Vessel Inspection System (VIS) Database
- 21) ICS Bridge Procedures Guide
- 22) Merchant Shipping Notices ("M" Notices)