INTERNATIONAL STANDARD

ISO 13739

Second edition
2020-02

Petroleum products — Procedures for the transfer of bunkers to vessels

Produits pétroliers — Procédures de transfert des soutes dans les navires

Reference number
ISO 13739:2020(E)

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Published in Switzerland

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Foreword

ISO (the International Organization for Standardization) is a worldwide federation of national standards bodies (ISO member bodies). The work of preparing International Standards is normally carried out through ISO technical committees. Each member body interested in a subject for which a technical committee has been established has the right to be represented on that committee. International organizations, governmental and non-governmental, in liaison with ISO, also take part in the work. ISO collaborates closely with the International Electrotechnical Commission (IEC) on all matters of electrotechnical standardization.

The procedures used to develop this document and those intended for its further maintenance are described in the ISO/IEC Directives, Part 1. In particular, the different approval criteria needed for the different types of ISO documents should be noted. This document was drafted in accordance with the editorial rules of the ISO/IEC Directives, Part 2 (see www.iso.org/directives).

Attention is drawn to the possibility that some of the elements of this document may be the subject of patent rights. ISO shall not be held responsible for identifying any or all such patent rights. Details of any patent rights identified during the development of the document will be in the Introduction and/or on the ISO list of patent declarations received (see www.iso.org/patents).

Any trade name used in this document is information given for the convenience of users and does not constitute an endorsement.

For an explanation of the voluntary nature of standards, the meaning of ISO specific terms and expressions related to conformity assessment, as well as information about ISO's adherence to the World Trade Organization (WTO) principles in the Technical Barriers to Trade (TBT) see www.iso.org/iso/foreword.html.

This document was prepared by Technical Committee ISO/TC 28, *Petroleum and related products, fuels and lubricants from natural or synthetic sources*, Subcommittee SC 2, *Measurement of petroleum and related products*.

This second edition cancels and replaces the first edition (ISO 13739:2010), which has been technically revised. The main changes compared with the previous edition are as follows:

— definitions of the verbal forms "shall", "should", "may" and "can" have been included in the Introduction;

— definitions of "list", "list correction", "supplier's representative", "trim" and "trim correction" have been added in Clause 3;

— the following terms have been replaced throughout the document:

  — "SHE" has been replaced by "HSE";

  — "cargo officer" has been replaced by "supplier's representative";

  — "note of protest" has been replaced by "letter of protest";

— 7.6 and Annex Q have been revised to include delivery by shore pipeline and road tankers;

— 11.5 has been updated to include a reference to MARPOL, Annex VI, Regulations 14.1, 14.4 and 18.3[31];

— a requirement to check for any leakages for filling lines has been included in A.5.4;

— units of measurements have been included in Annex H;

— a requirement to drain bunker tanker lines and hoses before opening and closing measurements has been included in J.3;

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— the recording of secondary measurement has been included and the requirement on gauging and zero dip have been revised in J.4;

— a sample of a delivery time log has been included as a new Annex Q.

Any feedback or questions on this document should be directed to the user's national standards body. A complete listing of these bodies can be found at www.iso.org/members.html.

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Introduction

This document was developed for the benefit of the marine industry, including ship owners, operators, charterers, bunker suppliers, bunker tanker operators and surveyors. It sets out a series of procedures to promote the uniform and expeditious transfer of bunkers to vessels meeting the latest health, safety and environmental (HSE) standards.

Local and international regulations, such as the International Maritime Organization (IMO) regulation *International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto (MARPOL), Annex VI: Prevention of Air Pollution from Ships*[31], apply to all parties involved in the transfer of bunkers.

In this document, the following verbal forms are used:

— “shall” indicates a requirement;

— “should” indicates a recommendation;

— “may” indicates a permission;

— “can” indicates a possibility or capability.

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Petroleum products — Procedures for the transfer of bunkers to vessels

WARNING — The use of this document can involve hazardous materials, operations and equipment. This document does not purport to address all the safety problems associated with its use. It is the responsibility of the user of this document to establish appropriate safety and health practices and to determine the applicability of regulatory limitations prior to use.

1 Scope

This document specifies procedures and requirements for the transfer of bunkers to vessels involving bunker tankers, road tankers and shore pipelines. It is applicable to pre-delivery, delivery and post-delivery checks and documentation.

2 Normative references

The following documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

ISO 4268, *Petroleum and liquid petroleum products — Temperature measurements — Manual methods*

ISO 8217, *Petroleum products — Fuels (class F) — Specifications of marine fuels*

3 Terms and definitions

For the purposes of this document, the following terms and definitions apply.

ISO and IEC maintain terminological databases for use in standardization at the following addresses:

— ISO Online browsing platform: available at https://www.iso.org/obp

— IEC Electropedia: available at http://www.electropedia.org/

3.1
bunker
marine fuels comprising distillate fuels and/or residual fuels for a *vessel's* (3.23) consumption

3.2
bunker agreement
contractual terms applying to a *bunker* (3.1) transfer

3.3
bunker delivery note
BDN
official document from the *supplier* (3.19) providing information on the quantity of the *bunker(s)* (3.1) delivered to the *vessel* (3.23) and limited information on the quality

3.4
bunker surveyor
person engaged to survey the *bunker* (3.1) operation

3.5
bunker tanker
bunker barge or tanker used for the supply of *bunkers* (3.1) to the *vessel* (3.23)

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3.6
bunker tanker operator
company that operates the *bunker tanker* (3.5)

3.7
cargo tank
tank containing *bunkers* (3.1)

3.8
chief engineer
person authorized to receive *bunkers* (3.1) and sign the associated documentation

3.9
list
inclination of a *vessel* (3.23) expressed in degrees port or starboard away from the vertical

3.10
list correction
correction to the observed tank measurement or observed quantity when a *vessel* (3.23) is *listing* (3.9), which can be applied provided that liquid is in contact with all bulkheads in the tank

Note 1 to entry: Correction for list may be made by reference to the vessel's list correction tables for each tank or by mathematical calculations.

3.11
nominated tank
tank from which *bunkers* (3.1) are delivered

3.12
non-cargo tank
tank not containing *bunkers* (3.1)

3.13
non-nominated tank
tank not nominated for current delivery

3.14
reference height
vertical distance that is noted on the tank capacity table, between the reference gauge point on the gauge hatch and the datum strike point on the tank floor or the gauge datum plate

3.15
road tanker
truck used for the supply of *bunkers* (3.1) to the *vessel* (3.23)

3.16
sample
bunker (3.1) specimen defined by time, location and method of sampling

3.17
sample seal
tamper-evident device that uniquely identifies the origin of the *sample* (3.16) and prevents the unauthorized loosening or removal of the sample container closure

3.18
shore pipeline
shore connection point for the supply of *bunkers* (3.1) to a *vessel* (3.23)

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3.19
supplier
company whose name appears on the *bunker delivery note* (3.3)

Note 1 to entry: It is possible that the supplier is not the actual seller of the *bunkers* (3.1).

3.20
supplier's representative
individual who is appointed by the *supplier* (3.19) to be responsible for the delivery of *bunkers* (3.1) to the *vessel* (3.23) and for the completion of the documentation

3.21
trim
difference between the fore and aft draught of the *vessel* (3.23)

Note 1 to entry: When the aft draught is greater than the forward draught, the vessel is said to be trimmed by the stern. When the aft draught is less than the forward draught, the vessel is said to be trimmed by the head.

3.22
trim correction
correction applied to the observed gauge or observed quantity when a *vessel* (3.23) is not on an even keel, provided that the liquid is in contact with all bulkheads in the tank

Note 1 to entry: Correction for the *trim* (3.21) may be made by referencing trim tables for each tank or by mathematical calculation.

3.23
vessel
ship receiving *bunkers* (3.1)

4 Responsibilities

4.1 The supplier's representative shall:

a) provide an appropriate bunkering pre-delivery safety checklist depending on the mode of delivery (see Annexes C, D or E);

b) prepare the bunker requisition form (see Annex F) and confirm with the chief engineer the actual vessel requirements as stated on the requisition form;

c) prepare the non-cargo tank inspection form (see Annex G), as applicable;

d) prepare the cargo tanks measurement/calculation form (see Annex H), as applicable;

e) take samples in accordance with Annex L and prepare the sample labels (see Annex I);

f) prepare the BDN;

g) verify, sign and stamp the documents mentioned in a) to f).

4.2 The chief engineer shall:

a) prepare the vessel to receive bunkers;

b) confirm that the actual precautions and actions, as stated in the bunkering pre-delivery safety checklist (see Annexes C, D and E), have been taken by the vessel;

c) inspect and verify the non-cargo tank inspection form (see Annex G), as applicable;

d) inspect the measuring and sampling equipment for good service condition;

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