



Australian Government

Australian Maritime Safety Authority

CARGO RECORD BOOK

(To be kept on all ships carrying noxious liquid substances in bulk in accordance with the requirements of Annex II to the International Convention for the Prevention of Pollution from Ships 1973 and its 1978 Protocol, as amended by Resolution MEPC 118(52))



Australian Government
Australian Maritime Safety Authority

CARGO RECORD BOOK

Name of Ship _____

Distinctive Number or Letters _____

IMO Number _____

Gross Tonnage _____

Period From _____ To _____

NOTE: Every ship carrying noxious liquid substances in bulk shall be provided with a Cargo Record Book to record relevant cargo/ballast operations.

INTRODUCTION

The following pages show a comprehensive list of items of cargo and ballast operations which are, when appropriate, to be recorded in the Cargo Record Book on a tank to tank basis in accordance with regulation 15.2 of Annex II of the International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto (MARPOL 73/78), as amended. The items have been grouped into operational sections, each of which is denoted by a letter.

When making entries in the Cargo Record Book, the date, operational code and item number shall be inserted in the appropriate columns and the required particulars shall be recorded chronologically in the blank spaces.

Each completed operation shall be signed for and dated by the officer or officers in charge and, if applicable, by a surveyor authorized by the competent authority of the State in which the ship is unloading. Each completed page shall be countersigned by the master of the ship.

LIST OF ITEMS TO BE RECORDED

Entries are required for operations involving Categories of substances.

(A) Loading of cargo

- 1 Place of loading.
- 2 Identify tank(s), name of substance(s) and category(ies).

(B) Internal transfer of cargo

- 3 Name and category of cargo(es) transferred.
- 4 Identity of tanks.
 - .1 From:
 - .2 To:
- 5 Was (were) tank(s) in 4.1 emptied?
- 6 If not, quantity remaining in tank(s).

(C) Unloading of cargo

- 7 Place of unloading
- 8 Identity of tank(s) unloaded.
- 9 Was (were) tank(s) emptied?
 - .1 If yes, confirm that the procedure for emptying and stripping has been performed in accordance with the ship's Procedures and Arrangements Manual (i.e. list, trim, stripping temperature).
 - .2 If not, quantity remaining in tank(s).
- 10 Does the ship's Procedures and Arrangements Manual require a prewash with subsequent disposal to reception facilities?
- 11 Failure of pumping and/or stripping system:
 - .1 Time and nature of failure;
 - .2 Reasons for failure;
 - .3 Time when system has been made operational.

(D) Mandatory prewash in accordance with the ship's procedures and arrangements manual

- 12 Identify tank(s), substance(s) and category(ies).
- 13 Washing method:
 - .1 Number of washing machines per tank;
 - .2 Duration of wash/washing cycles;
 - .3 Hot/cold wash.
- 14 Prewash slops transferred to:
 - .1 Reception facility in unloading port (identify port)*;
 - .2 Reception facility otherwise (identify port)*.

(E) Cleaning of cargo tanks except mandatory prewash (other prewash operations, final wash, ventilation etc)

- 15 State time, identify tank(s), substance(s) and category(ies) and state:
 - .1 Washing procedure used;
 - .2 Cleaning agent(s) (identify agent(s) and quantities);
 - .3 Ventilation procedure used (state number of fans used, duration of ventilation).
- 16 Tank washings transferred:
 - .1 Into the sea;
 - .2 To reception facility (identify port)*;
 - .3 To slops collecting tank (identify tank).

* Ship's masters should obtain from the operator of the reception facilities, which include barges and tank trucks, a receipt or certificate specifying the quantity of tank washings transferred, together with the time and date of the transfer. The receipt or certificate should be kept together with the cargo record book.

(F) Discharge into the sea of tank washings

17. Identify tank(s):
 - .1 Were tank washings discharged during cleaning of tank(s)? If so at what rate?
 - .2 Were tank washing(s) discharged from a slops collecting tank? If so, state quantity and rate of discharge?
18. Time pumping commenced and stopped.
19. Ship's speed during discharge.

(G) Ballasting of cargo tanks

20. Identity of tank(s) ballasted.
21. Time at start of ballasting.

(H) Discharge of ballast water from cargo tanks

22. Identity of tank(s).
23. Discharge of ballast:
 - .1 Into the sea.
 - .2 To reception facilities (identify port)*.
24. Time ballast discharge commenced and stopped.
25. Ship's speed during discharge.

(I) Accidental or other exceptional discharge

26. Time of occurrence.
27. Approximate quantity, substance(s) and category(ies).
28. Circumstances of discharge or escape and general remarks.

(J) Control by authorized surveyors

29. Identify port.
30. Identify tank(s), substance(s), category(ies) discharged ashore.
31. Have tank(s), pump(s), and piping system(s) been emptied?
32. Has a prewash in accordance with the ship's Procedures and Arrangements Manual been carried out?
33. Have tank washings resulting from the prewash been discharged ashore and is the tank empty?
34. An exemption has been granted from mandatory prewash.
35. Reasons for exemption.
36. Name and signature of authorized surveyor.
37. Organization, company, government agency for which surveyor works.

(K) Additional operational procedures and remarks

* Ship's masters should obtain from the operator of the reception facilities, which include barges and tank trucks, a receipt or certificate specifying the quantity of tank washings transferred, together with the time and date of the transfer. The receipt or certificate should be kept together with the cargo record book.

Name of Ship _____

Distinctive number or letters _____

IMO Number _____

Cargo/Ballast Operations

Date	Code (letter)	Item (number)	Record of operations/signature of officer in charge/name of and signature of authorized surveyor

Signature of master _____

Name of Ship _____

Distinctive number or letters _____

IMO Number _____

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