TECHNICAL BULLETIN

24/2007

Oil Record Book entries
Machinery space operations (Part 1)

Suggested proper entries to the ORB

The Club's Inspectors have noted that the above subject does not seem to be either clear cut or well understood by ships' officers or MARPOL inspectors alike. IMO guidance on entries in the Oil Record Book (ORB) has also been somewhat ambiguous, but from 1 January 2007 this has been changed. The Club would suggest a standard format for entries that could be adopted by Club vessels to try to avoid the possibility of fines from PSC or others for incorrect record keeping.

A comprehensive listing of machinery space items to be recorded in the ORB as appropriate, is included in Appendix III of Annex 1 to MARPOL 73/78 as amended.

All entries must be in ink, pencil in any log record should be avoided, and all entries should be recorded at the time of the operation to avoid possible mistakes.

The areas of most concern to the Club are the entries required when:

- Related to oil residue (sludge and other residues) retained on board the vessel.
- Transferring or disposing of oil residues.
- Operating the Oily Water Separator, when non automatic disposal methods are used.
- Transferring and collecting bilge water to the bilge tanks and any oil residue (sludge) content of the bilges.
- Related to other operations required under Section (I).

Entries under Section (C)

Section (C) 11, Collection of oil residues

(C) Collection and disposal of oil residues (sludge and other oil residues)

11 Collection of oil residues.

Quantities of oil residues (sludge and other oil residues) retained on board. The quantity should be recorded weekly:* (This means that the quantity must be recorded once a week even if the voyage lasts more than 1 week.).

11.1 – identity of tank(s).....
11.2 – capacity of tank(s).....m^3
11.3 – total quantity of retention.....m^3

*Tanks listed in item 3.1 of forms A and B of the supplement in the IOPP Certificate used for sludge.

It should be noted that entries under this heading are now weekly at all times, whether at sea or in port, but **never more than once a week**, and should include all tanks mentioned in section 3.1 only of Form A or B of the International Oil Pollution Prevention (IOPP) Certificate, and only these tanks. Other tanks and bilge water should be included under a different heading.

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Example of IOPP Cert Form A (or B):

3 Means for retention and disposal of oil residues (sludge) (regulation 17) and bilge water holding tank(s)*

3.1 The ship is provided with oil residue (sludge) tanks as follows:

Tank indentification	Tank location		Tank volume m³
	Frames (from-to)	Lateral position	
Waste Oil Tank	116-118	Port	13.4
F.O. Sludge Tank	120-121	Port	6.0
L.O. Sludge Tank	120-121	Starboard	2.0

3.2 Means for the disposal of residues in addition to the provisions of sludge tanks:

3.2.1 Incinerator for oil residues, capacity.....l/h ☐

3.2.2 Auxiliary boiler suitable for burning oil residues ☐

3.2.3 Tank for mixing oil residues with fuel oil, capacity.....m³ ☐

3.2.4 Other acceptable means..... ☐

3.3 The ship is fitted with holding tank(s) for the retention on board of oily bilge water as follows:

Tank indentification	Tank location		Tank volume m³
	Frames (from-to)	Lateral position	
Dirty Bilge Tank	125-134	Centre line	27.0

Example: ORB entry made **weekly** would read as follows:

Date	Code	Item	Record of operations/Signature of officer in charge
30/11/2006	C	11.1	Waste Oil Tank
			L.O. Sludge Tank
			F.O. Sludge Tank C/E Jim Binder
	C	11.2	13.4/6.0/2.0 m³ C/E Jim Binder
	C	11.3	12.3/5.2/1.0 m³ C/E Jim Binder

Section (C)12, Methods of disposal

(C) Collection and disposal of oil residues (sludge and other oil residues)

12 Methods of disposal of residue.

State quantity of oil residues disposed of, the tank(s) emptied and the quantity of contents retained;

12.1 To reception facilities (indentify port);*
12.2 Transferred to another(other) tank(s) (indicate tank(s) and the total content of tank(s));
12.3 Incinerated (indicate total time of operation);
12.4 Other method (state which).

* Ships' masters should obtain from the operator of the reception facilities, which includes barges and tank trucks, a receipt or certificate detailing the quantity of tank washings, dirty ballast, residues or oily mixtures transferred, together with the time and date of the transfer. This receipt or certificate, if attached to the Oil Record Book, may aid the master of the ship in proving that his ship was not involved in an alleged pollution incident. The receipt or certificate should be kept together with the Oil Record Book, Part 1.

Example: correct entries under this heading would read as follows:

Date	Code	Item	Record of operations/Signature of officer in charge
15/`12/2006	C	12.1	Pusan, South Korea
			Waste Oil Tank, F.O. Sludge Tank and Dirty Bilge Tank disposed to shore reception facilities.
			Total disposed 21.20.m³ ROB nil
			C/E Jim Binder

or;

Date	Code	Item	Record of operations/Signature of officer in charge
20/12/2006	C	12.2	Transferred 0.8m³ from F.O. Sludge Tank to Waste Oil Tank,
			ROB F.O. Sludge Tank 0.0m³/Waste Oil Tank 6.5m³
			C/E Jim Binder

or;

Date	Code	Item	Record of operations/Signature of officer in charge
22/12/2006	C	12.3	Incinerated Oil Residue from Waste Oil Tank 1.0m³ from Start 0800 / Stop 2100 (total time
			13 hours). Waste Oil Tank Cap 13.4m³ / ROB 11.3m³
			C/E Jim Binder

or;

Date	Code	Item	Record of operations/Signature of officer in charge
22/12/2006	C	12.4	Oil Residue mixed with other oil in Boiler Service Tank.
			From F.O. Sludge and L.O. Sludge Tanks 4.5m³ transferred. ROB in tanks 0.0m³
			C/E Jim Binder

Entries under Section (D)

(D) Non-automatic discharge overboard or disposal otherwise of bilge water which has accumulated in machinery spaces

13 Quantity discharged or disposed of

14 Time of discharge or disposal (start and stop)

15 Method of discharge or disposal:

15.1 Through 15 ppm equipment (state position at start and end);*

15.2 To reception facilities (indentify port);**

15.3 Transfer to slop tank or holding tank (indicate tank(s); state quantity transferred and the total quantity retained in tank(s)).

* In case of discharge or disposal of bilge water from holding tank(s), state identity and capacity of holding tank(s) and quantity retained in holding tank.

** Ships' masters should obtain from the operator of the reception facilities, which includes barges and tank trucks, a receipt or certificate detailing the quantity of tank washings, dirty ballast, residues or oily mixtures transferred, together with the time and date of the transfer. This receipt or certificate, if attached to the Oil Record Book, may aid the master of the ship in proving that his ship was not involved in an alleged pollution incident. The receipt or certificate should be kept together with the Oil Record Book, Part 1.

Example: ORB entries under the heading 15.1 via 15 ppm equipment

Date	Code	Item	Record of operations/Signature of officer in charge
30/11/2006	D	13	2.5m³/Dirty Bilge Tank/Cap 27.0m³ /ROB 13.7m³.
		14	Start 0800/Stop 1230.
		15.1	Via OWS 15ppm unit Start 35 15 N 126 31 E / Stop 35 00 N 126 04 E.
			C/E Jim Binder

Example : ORB entries under the heading 15.2 to reception facilities[2]

Date	Code	Item	Record of operations/Signature of officer in charge
30/11/2006	D	13	1.2m³/Dirty Bilge Tank/Cap 27.0m³ /ROB 1.2m³.
		14	Start 0800/Stop 1230.
		15.2	Pusan, South Korea.
			C/E Jim Binder

Example: ORB entries under the heading 15.3

Date	Code	Item	Record of operations/Signature of officer in charge
30/11/2006	D	13	2.5m³ bilge water from E/R bilges
		14	Start 0800/Stop 1230.
		15.3	Transferred to dirty Bilge Tank/Cap 27.0m³/ROB 3.7m³
			C/E Jim Binder

Entries under Section (I)

(I) Additional operational procedures and general remarks

Under this heading it is now required to log the following:

OWS alarm tests of the 15 ppm alarm system;

OWS cleaning or maintenance of the unit in general;

Any extraneous emergency drain of oil to the engine room bilges, even if later transferred to a holding tank.

For example:

Date	Code	Item	Record of operations/Signature of officer in charge
1/2/2007	I		15ppm alarm of OWS unit tested and satisfactory.
			C/E Jim Binder

or;

Date	Code	Item	Record of operations/Signature of officer in charge
3/2/2007	I		Opened and inspected OWS unit, filters cleaned/renewed as required. valves and piping on
			discharge side of OWS opened, inspected and cleaned as required. After maintenance OWS
			and oil content meter checked for proper operation.
			C/E Jim Binder

or;

Date	Code	Item	Record of operations/Signature of officer in charge
6/2/2007	I		Drained pipe work between lub oil pump and cooler to change leaking flange gasket.
			C/E Jim Binder