



PERTAMINA (PERSERO)  
SHIPPING - MARKETING & TRADING DIRECTORATE  
TANKER OPERATION, PT PERTAMINA (PERSERO) HEAD OFFICE 18th FLOOR, MERDEKA TIMUR 1A JAKARTA 10110  
Phone : (6221) 3816367, 3816314, 3816339, 3816363. FAX : 3455430, 3818348 EMAIL : OPSTANKER@PERTAMINASHIPPING.COM

# CHECKLIST FOR CRUDE OIL TANKER

(CRUDE OIL WASHING)

M/T : GEDE

VOY. NO. :

PORT / TERMINAL :

DATE :

HERI ARDIYANTO  
CHIEF OFFICER

Capt. W. JAMES RANDOLF  
MASTER



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## C H E C K L I S T   F O R   C R U D E   O I L   W A S H I N G

1	PRE-APRIVAL CHECKS AT DISCHARGING PORT		REMARKS
1	Has the COW plan been notified to Terminal?		
2	Has fixed and portable O <sub>2</sub> analyzing equipment been tested and is it working satisfactorily?		
3	Is the tank washing pipeline system isolated from the tank cleaning heater and engine room with blank flanges?		
4	Have the connections of portable tank cleaning hose on the tank washing line been blanked?		
5	Are all the valves to the fixed tank washing machines closed?		
6	Are the master valves for the COW line closed?		
7	Have the tank cleaning lines been pressurized and have the leaks been properly stopped? Also, have the lines been drained?		
8	Have the pressure gauges on top of the discharging line, manifold, and tank cleaning main been checked?		
9	Has the stripping system monitoring equipment been checked?		
10	Has the communication system been checked and tested?		
11	Has the organization chart been drawn up, and are the duties and responsibilities of the crew clearly defined?		
12	Have the discharging/crude oil wash operation plans been drawn up and posted?		
13	When the terminal requested of the ship a check by radio before entering, has this been conducted?		
14	Is the inert gas system working properly and is the alarm system in good order?		
15	Has the emergency stop system from the COW pumps been tested?		
16	Are the level gauges working properly and has the alarm system been tested?		
17	Are the sea valves and overboard valves closed and blanked?		
18	Is the equipment in the CCR in good order?		



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19	Has the tank cleaning line tested and in Good condition		
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2	CHECKS BEFORE CRUDE OIL WASHING OPERATIONS	(DATE/TIME)						REMARKS
1	Are all the pre-arrival checks completed?							
2	Have the discharging/crude oil wash operations been discussed with the shore staff and is the agreed plan available for reference?							
3	Have the crude oil washing abort conditions and procedures been discussed and agreed with the shore staff?							
4	Has the communication link between deck/CCR and CCR/shore been set up and is it working properly?							
5	Has a responsible person been assigned to check for the leaks of all the deck lines as soon as the washing starts?							
6	Have the COW procedures been known to the crew members?							
7	Are the fixed machines set according to the required washing method?							
8	Have the valves and lines (including the flexible hose, if fitted) both in the pump room and on the deck been checked and are these in good condition?							
9	Has a check of the line arrangement for the COW operations been conducted?							
10	Have the fixed and portable oxygen analyzers been checked and are these working properly?							
11	Do all the cargo tanks have positive inert gas pressure? (More than 200 mm Aq)							
12	Is the inert gas system working properly and is the oxygen concentration in the delivered inert gas below 5% by volume?							
13	Is the oxygen concentration in the tank(s) for the COW below 8% by volume?							

TANK No.															
O <sub>2</sub> CONCENTRATION (%)															



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TIME																			
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		(DATE/TIME)							REMARKS
<b>3</b>	CHECKS DURING CRUDE OIL WASHING OPERATIONS								
1	Is the inert gas system working properly?								
2	Are the properties of the delivered inert gas frequently checked and recorded?								
3	Is the level of deck seal water in normal condition?								
4	Is a responsible person stationed on the deck to check for oil leaks and abnormal condition of equipment?								
5	Are the crew members for the COW properly stationed on the deck and in the pump room?								
6	Is the equipment in the COC room in good order?								
7	Are the machinery and equipment for the COW working properly?								
8	Are all the deck lines and machines frequently checked for leaks?								
9	Is the COW in progress only in the designated cargo tanks?								
10	Is the pressure in the tank washing lines the same as in the manual?								
11	Is the cycle of the tank washing machines the same as in the manual?								
12	Are the washing machines with their drive units in operation properly checked and are they working properly?								
13	Is the trim, with the tank bottom being washed, the same as in the manual?								
14	Is the recommended tank draining method followed?								



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15	Is the level in the holding tank for washing frequently checked to exclude any possibility of an overflow?								
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4	CHECKS AFTER CRUDE OIL WASHING OPERATIONS	(DATE/TIME)						REMARKS
1	Are all the valves between the discharging line and tank wash line closed?							
2	Has the tank wash line been drained of crude oil?							
3	Are all the valves to the washing machines closed?							
4	Are the tank cleaning pumps, cargo pumps, tanks, and pipelines properly drained as specified in the manual?							
5	Has the entry in the oil record book finished?							

