
4.17a When proper operation of the 15 ppm bilge separator, 15 ppm bilge alarm or automatic stopping device has been restored

<i>Date</i>	<i>Code</i>	<i>Item No.</i>	<i>Record of operations/signature of officer in charge</i>
15-FEB-2020	F	19	09:00 HRS
		20	13:00 HRS
		21	FAILURE OF FILTER ELEMENT
			SIGNED: (OFFICER-IN-CHARGE, NAME & RANK) 15-FEB-2020

Notes:

The same time as in example 4.16a. If the date of the rectification is different from the date of failure the date should be entered as well.

The condition of the 15 ppm bilge separator covers also the 15 ppm bilge alarm and the automatic stopping device.

A code 'I' entry should also be made indicating that the seal of the overboard valve was broken when the operation of the 15 ppm bilge separator was restored (see example 4.17b below).

4.17b Breaking of seal of the 15 ppm bilge separator overboard valve when the operation of the separator has been restored

<i>Date</i>	<i>Code</i>	<i>Item No.</i>	<i>Record of operations/signature of officer in charge</i>
17-FEB-2020	I		OVERBOARD VALVE (VALVE NO.:BV12) FROM 15 PPM BILGE
			WATER SEPARATOR WAS UNSEALED FOR NORMAL OPERATION
			OF THE 15 PPM BILGE WATER SEPARATOR, SEAL NO.: 158634
			SIGNED: (OFFICER-IN-CHARGE, NAME & RANK) 17-FEB-2020

4.18a Missed operational entry

Date	Code	Item No.	Record of operations/signature of officer in charge
22-OCT-2020 ⁽¹⁾	I		ENTRY PERTAINING TO AN EARLIER MISSED OPERATIONAL ENTRY
29-OCT-2020 ⁽²⁾	C	12.2	2 M ³ SLUDGE TRANSFERRED FROM SLUDGE TANK (FR:11-15), 4 M ³ TO INCINERATOR WASTE OIL SETTLING TANK (FR:15-16), 4 M ³ RETAINED IN TANK
			SIGNED ⁽¹⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 29-OCT-2020
			SIGNED ⁽²⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 29-OCT-2020

4.18b Incorrect entry

Date	Code	Item No.	Record of operations/signature of officer in charge
20-MAR-2020 ⁽¹⁾	I		ENTRY PERTAINING TO AN EARLIER INCORRECT OPERATIONAL ENTRY
23-MAR-2020 ⁽²⁾	D	13	25 M ³ BILGE WATER FROM BILGE WATER HOLDING TANK (FR:11-19) OF CAPACITY 61.4 M ³ , 5 M ³ RETAINED IN TANK
		14	START: 10:00 HRS, STOP:11:30 HRS
		15.3	TRANSFERRED TO SLOP TANK (S) (FR:51-55), 220 M ³ RETAINED IN TANK
			SIGNED ⁽¹⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 23-MAR-2020
			SIGNED ⁽²⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 23-MAR-2020

Notes:

This entry should be made only in exceptional cases

In case of Example 4.18b - the initial incorrect entry is stricken out with one line as shown below

Date	Code	Item No.	Record of operations/signature of officer in charge
20-MAR-2020 ⁽¹⁾	D	13	20 M³ BILGE WATER FROM BILGE WATER HOLDING TANK (FR:11-19) OF CAPACITY 61.4 M³, 10 M³ RETAINED IN TANK SIGNED ⁽¹⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 23-MAR-2020
		14	START: 10:00 HRS, STOP:11:30 HRS
		15.3	TRANSFERRED TO SLOP TANK (S) (FR:51-55), 220 M ³ RETAINED IN TANK
			SIGNED ⁽¹⁾ : (OFFICER-IN-CHARGE, NAME & RANK) 20-MAR-2020

Date ⁽¹⁾ to be the date when the original operation was carried out.

Date ⁽²⁾ to be the current date i.e. the date when the entry is made.

Signed ⁽¹⁾: Signature of Officer making the "I" entry (i.e. the Officer making the correct entry)

Signed ⁽²⁾: Signature of Officer making incorrect entry.

If the correction is made after the officer in charge when the original operation was carried out left the ship, the signature for Date (1) should be of the higher rank engine officer who was on board at the time of the missing entry or the Chief Engineer.

4.19 De-bunkering of fuel oil (in case of out-of-spec fuel)

Date	Code	Item No.	Record of operations/signature of officer in charge
14-MAR-2020	I		700 MT OF ISO-F-RMG 380 HFO 3.2 % S DE-BUNKERED FROM TANKS: 500 MT REMOVED FROM NO.1 FUEL OIL TANK (P) (FR: 29-46), NOW CONTAINING 0 MT
			200 MT REMOVED FROM NO.1 FUEL OIL TANK (S) (FR: 22-29), NOW CONTAINING 0 MT
			DE-BUNKERED TO BARGE "ACRON III" AT FUJAIRAH PORT, RECEIPT NO: 245
			START 14-MAR-2020 AT 09:00 HRS, STOP 14-MAR-2020 AT 22:00 HRS
			SIGNED: (OFFICER-IN-CHARGE, NAME & RANK) 14-MAR-2020

Notes:

Include receipt & certificate from receiver for amount and type of fuel oil de-bunkered.

Also reference to be made at Example #22 in MEPC.1/Circ.736/Rev.2

4.20 Entry cannot be entirely written in one page

Date	Code	Item No.	Record of operations/signature of officer in charge
01-SEP-2020	C	12.3	0.5 M ³ SLUDGE FROM INCINERATOR WASTE OIL TANK, 0.5 M ³ RETAINED.

End of Page

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Date	Code	Item No.	Record of operations/signature of officer in charge
01-SEP-2020	C	12.3	BURNED IN INCINERATOR FOR 6 HRS.
			SIGNED: (OFFICER-IN-CHARGE, NAME & RANK) 01-Sep-2020

Note:

Example 4.20 recommends how to record an entry which cannot be completely written in one page. It continues with recording again on the next page with the date and the Code letter of the operation in the first row.

4.21 Emptying and filling of bilge separation unit (if installed) for maintenance purposes

Date	Code	Item No.	Record of operations/signature of officer in charge
14-MAR-2020	I		25 M ³ BILGE WATER FROM BILGE SEPARATION UNIT TO OILY BILGE HOLDING TANK (FR:11-19), NOW 60.5 M ³
			UNIT CLEANED AND REFILLED WITH WATER
			SIGNED: (OFFICER-IN-CHARGE, NAME & RANK) 14-MAR-2020

Note:

Reference to be made at Example 10-1 in the revised version of MEPC.1/Circ.736/Rev.2

5. Additional Clarifications for Issues Related to ORB Part I

Periodical recording of the oily bilge water holding tank content

There is NO mandatory requirement to record in the ORB Part I on a periodical basis (i.e. weekly) the quantities of oily bilge water retained in the bilge water holding tank.

In accordance with MEPC.1/Circ.640, where a declaration of the quantities of bilge water retained on board in oily bilge water holding tanks is entered in the Oil Record Book, Part I, the entry should be made under Code (I).

Maintenance of items pertaining to the OWS

The recording in the ORB of general/routine maintenance of items pertaining to the oil-water separator (OWS) is **voluntary** and as such ships are **not** required to make such records in the ORB. As regards the planned maintenance of the OWS (e.g. cleaning of the unit/filters etc.) the relevant records have to be made and kept in accordance with the ship's PMS. Any failure of the 15 ppm bilge separator, 15 ppm bilge alarm or automatic stopping device has to be recorded in the ORB Part I, using the Code Letter F (see examples 4.16 and 4.17).

The necessary OWS inspection records have to be kept on board in accordance with the ISM/PMS requirements. There is no need to make duplication of these records in the ORB since such is not a legal requirement.

Sludge generation (%)

There is NO MARPOL requirement requiring a specific value or % of sludge generation. Neither does the ORB contain any such recommendation. The actual sludge generation depends on a number of factors such as the fuel oil quality, the set frequency of the flushing operation of the purifiers, the quantity of drains/leakages collected in the machinery spaces etc. The 1.0% (e.g. $K_1 = 0.01$) value is referred to in the Unified Interpretation 15 of MARPOL Annex I as a design factor used to determine the capacity of the sludge tanks (i.e. "it should not be construed as determining the amount of oily residues which will be produced by the machinery installation in a given period of time").

Main Engine air cooler drain

On a number of ships, the Main Engine air cooler condensate is drained directly to the oily bilge holding tank. This quantity varies with climatic conditions. When in tropical areas the condensate quantity could be substantial. In this respect, it should be noted that there is NOT any MARPOL requirement to make a separate record in the ORB for this draining. The same applies for other drains which lead directly to the oily bilge holding tank.

Eventually, the quantity of the main air cooler drain collected in the oily bilge water holding tank will be included in the "quantity retained" in the tank which will be recorded under the Code D whenever a discharge to/from the tank is to be carried out.

Disposal of oily garbage and used filters

Incineration or landing ashore of oily garbage and used filters should be recorded in the Garbage Record Book only.

Draining water from lube oil tanks and internal transfer of lube oil

There is NOT any MARPOL requirement to record draining water from lube oil tanks or internal transfer of lube oil on board the ship. The only required recording is the loading/bunkering of lube oil (in bulk, not in drums) to be recorded in the ORB-Part I, Code H. For comparison reasons, the ship records bunkering of fuel oil but it does not record internal transfer on board ship between storage and service tanks.

However, a clear distinction must be made between draining water from lube oil tanks and draining water from oil residue (sludge) tanks as a means of disposal of the contents from a tank listed under item 3.1 of the IOPP Supplement, which needs to be recorded under C.12.2 (see example #4 of MEPC.1/Circ.736/Rev.2).

Also, there should be no confusion between internal transfer of lube oil and transfers for disposal of lube oil (i.e. from sumps, etc. to oil residue (sludge) tanks) or disposal otherwise, the latter being required to be recorded. It should be very clear that the internal transfers in this context are “for purposes other than the disposal of lube oil”.

Date and time when record is made

There is no indication in MARPOL or other guidelines whether the time to be recorded is UTC or local time. INTERTANKO recommends both the date and the time should be the ship’s LOCAL TIME which corresponds to the actual position of the ship when the operation was performed.

Recording very small amounts of lube oil?

Ships replace lube oil to the free fall boat engine, rescue boat engine and to the emergency generator. The discarded lube oil is disposed on sludge tank. The total of the amount of disposed lube oil is about 10 to 30 litres. Should it be recorded in the ORB-Part I?

INTERTANKO suggests this is a similar situation to disposals of small quantities of other substances. Amounts will not be measurable through tank sounding, and not by pump transfer, so C11.4 does not apply. A simple Code I entry may be considered for the sake of transparency rather than environment protection.

Disposal of “bad fuel” when Port Authorities would not allow de-bunkering to a barge

Ships may sometimes receive fuel oil which is either non-compliant with regulation 14 and/or regulation 18 of MARPOL Annex VI. Ships will have such information when receiving test results from fuel test laboratories. If the fuel cannot be used, then the ship needs to de-bunker it. De-bunkering to a bunker barge operation is recorded as per Example #22 of MEPC.1/Circ.726/Rev.2 and example 4.19 in this Guide. However, ships are sometimes in ports in which authorities do not authorise de-bunkering. Since ships in such a situation would need available volume for new compliant fuel, they still need to dispose of the “bad fuel” in their own slop tanks.

In such situations and being consistent with the guidance in MEPC.1/Circ.881 – Guidance for Port State Control on contingency measures for addressing non-compliant fuel oil, ships should approach their Flag Administration and Coastal State and ask for a permit to transfer the “bad fuel” from bunker tanks to the slop tanks. If endorsed by the Flag Administration and Coastal State, the operation should be recorded as follows:

- Record under C 11.4: pump transfer from a non IOPP 3.1 tank (i.e. FO storage tank) to sludge IOPP 3.1 tank (see example #2 of MEPC.1/Circ.726/Rev.2 or Example 4.9 of this Guide)
- Record under C 12.1: transfer from sludge tank (IOPP 3.1) to barge (see Example #3 of MEPC.1/Circ.726/Rev.2 or example 4.14 of this Guide)

If the amount of “bad fuel” is small however, there is an option to also transfer it from the sludge tank to the incinerator with a record made under C 12.3 and then burn it, giving due regard to local environmental regulations. A record is to be made according to Example #6 of MEPC.1/Circ.726/Rev.2 or example 4.13 of this Guide.

Discharge of unexpected water ingress into the ship

In case of a water inflow on the ship due to structural problems, the discharge of oily water mixture should be recorded under Code D15.1 and done through the 15 ppm equipment. In case of a massive water ingress which may put safety of the ship in jeopardy, oily water mixture can be discharged overboard as an emergency situation with the record of the amount discharged under Code G of ORB Part I. For guidance, one can also use Example #17 of MEPC.1/Circ.736/Rev.2.

6. Authors' References

- IMO 650E 2000 Edition, Procedures for Port State Control in relation to MARPOL and Oil Pollution Prevention.
- Annex I of MARPOL 73/78 consolidated edition 2017 as amended.
- MEPC.1/Circ.640. (November 2008) – Interim Guidance on the use of the Oil Record Book concerning voluntary declaration of quantities retained on board in oily bilge water holding tanks and heating of oil residue (sludge).
- MEPC.1/Circ.760 (August 2011) – Amendments to the 2008 revised guidelines for systems for handling oily wastes in machinery spaces of ships incorporating guidance notes for an integrated bilge water treatment system (IBTS) MEPC.1/Circ.642 (November 2008) as amended by MEPC.1/Circ.676 (July 2009).
- MEPC.1/Circ.736/Rev. 2 (October 2011) – Guidance for the recording of operations in the Oil Record Book Part 1 – Machinery space operations (all ships). This Circular has been revised. Current document is in Annex 15 of PPR 7/22/Add.1. The revision will be approved in June 2021 and issued under a new number, potentially IMO.1/Circ.736/Rev.3 (June 2021).
- Resolution MEPC.187(59) (July 2009).
- Supplement to the IOPP Certificate Forms A and B, as amended.
- MEPC.1/Circ.881 (May 2019) – Guidance for Port State Control on contingency measures for addressing non-compliant fuel oil