

Advance Notice of Transfer for Vessels and Facilities

Introduction

In October 2006, the Washington Department of Ecology (Ecology) adopted new oil transfer rules to prevent spills when oil is transferred over water. The rules' citations are in the Washington Administrative Code (WAC) 173-180 Facility Oil Handling Standards and WAC 173-184 Vessel Oil Transfer Advance Notice and Containment Requirements.

These rules require advance notice of bulk oil transfers and establish spill prevention and early response standards for facility and vessel operators involved in bulk oil transfers. These rules are a key step toward achieving a "zero spills" goal mandated by state lawmakers in 2004.

Application

The delivering vessels as well as delivering Class 1, 2, and 3 facilities are required to submit *Advance Notice of Transfer* notices. By submitting this form the deliverer is satisfying both the state and federal requirements for advance notice of transfer.

A vessel *delivering over 100 gallons* to a non-recreational vessel or facility must meet the advance notice of transfer requirements in WAC 173-184-100.

A Class 1, 2, or 3 facility *delivering over 100 gallons* to a non-recreational vessel must submit an *Advance Notice of Transfer* form as required in WAC 173-180-215.

Smaller fueling stations, called Class 4 facilities, that deliver oil to non-recreational vessels with an oil capacity of less than 10,500 gallons are not required to submit *Advance Notice of Transfer* forms. Instead they must submit bi-annual reports detailing cumulative types and amounts of oil transferred. **Class 4 fueling stations are required to collect data on the types, and volumes of oil transferred by oil type for the required semi-annual reports as required in WAC 173-180-210.** (Link to form: www.ecy.wa.gov/pubs/ecy070242.pdf)

The oil transfer reporting forms are due on January 15 and July 15 annually.

WHY IT MATTERS

Oil spills are costly to clean up and can cause long term damage to the environment. Although the risk of a catastrophic spill is slight, cumulatively spills of all sizes degrade the quality of state waters.

DEFINITION

A **recreational** vessel is a vessel owned and operated only for pleasure with no monetary gain involved, and if leased, rented, or chartered to another for recreational use, is not used for monetary gain. This definition applies to vessels such as house boats, ski boats, and other small craft on a rental or lease agreement.

If a vessel does not meet the definition of a recreational vessel it is considered a **non-recreational** vessel. Some examples of non-recreational vessels are sight seeing or tour boats, passenger vessels, chartered fishing boats, boats used for parasailing, tug boats, etc.

This definition is not based on the vessel's size, but instead on its use.

Special accommodations:

If you need this publication in an alternate format, call the Spills Program at 360-407-7455. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.

Advance Notice of Transfer Form

The delivering facility, or designee, must complete an *Advance Notice of Transfer* form and submit it to Ecology **at least 24 hours prior** to the transfer, or as soon as possible if the oil transfer is scheduled within the 24 hour limit.

The delivering vessel, or designee, must complete an *Advance Notice of Transfer* form, or an equivalent form, and submit it to Ecology **on the same schedule as the local Captain of the Port requirements**. If there is no Captain of the Port reporting requirements for your vessel type, you must submit this form four hours before the transfer begins.

To complete the form, the following information is required:

- Company name, address, contact person, and phone number of company delivering the oil;
- Location and date of transfer, estimated starting time, and duration of transfer;
- Name of the receiving vessel and its official number (if available) and product type(s) and quantity; and
- Whether or not pre-booming will take place? (Yes or No)

Transfer notification can be made by the deliverer or the deliverer's agent via Ecology's web site listed below or by e-mail:

OilTransferNotifications@ecy.wa.gov, or by fax to (360) 407-7288.

For more information or technical assistance contact:

Washington Department of Ecology
Spill Prevention, Preparedness, and Response Program
Prevention Section
PO Box 47600, Olympia, WA 98504-7600
Olympia Office, (360) 407-7455
Fax: (360) 407-7288 or 1-800-664-9184

Ecology Spills Program web site:

<http://www.ecy.wa.gov/programs/spills/spills.html>

ANT Info: <http://www.ecy.wa.gov/programs/spills/prevention/antsystem.html>

Am I a Class 1, 2, 3, or 4 Facility?

The rules establish four different classes of facilities:

The **Class 1** category applies to large, fixed shore-side facilities such as refineries, refueling terminals, and oil pipelines. This definition includes facilities that transfer to tank vessels and pipelines.

The **Class 2** category applies to mobile equipment such as tank trucks, railcars, and portable tanks that transfer to any non-recreational vessel of any size.

The **Class 3** category applies to small tank farms and terminals that transfer oil to non-recreational vessels that have a fuel capacity of 10,500 gallons or more. This definition does not include facilities that transfer to tank vessels and pipelines, as they are Class 1 facilities.

The **Class 4** category applies to marinas or other small fueling facilities that transfer oil to non-recreation vessels that have a fuel capacity of less than 10,500 gallons. A separate focus sheet is available that addresses the requirements for Class 4 facilities, **Focus on Marinas and Small Fueling Facilities**.

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