



Safety Letter

Company:

Terminal:

Date:

The Master SS/MV:

Dear Sir,

Responsibility for the safe conduct of operations while your ship is at this terminal rests jointly with you, as Master of the ship, and with the responsible Terminal Representative. We wish, therefore, before operations start, to seek your full co-operation and understanding on the safety requirements set out in the Ship/Shore Safety Check-List, which are based on safe practices that are widely accepted by the oil and tanker industries.

We expect you, and all under your command, to adhere strictly to these requirements throughout your ship's stay alongside this terminal and we, for our part, will ensure that our personnel do likewise, and co-operate fully with you in the mutual interest of safe and efficient operations.

Before the start of operations, and from time to time thereafter, for our mutual safety, a member of the terminal staff, where appropriate together with a Responsible Officer, will make a routine inspection of your ship to ensure that elements addressed within the scope of the Ship/Shore Safety Check-List are being managed in an acceptable manner. Where corrective action is needed, we will not agree to operations commencing or, should they have been started, we will require them to be stopped.

Similarly, if you consider that safety is being endangered by any action on the part of our staff or by any equipment under our control, you should demand immediate cessation of operations.

There can be no compromise with safety.

Please acknowledge receipt of this letter by countersigning and returning the attached copy.

Signed _____
Terminal Representative

Terminal Representative on duty is: _____

Position or Title: _____

Contact Details: _____

Signed _____
Master

SS/MV _____

Date/Time _____