

**REVOLVING FUND  
STANDARD OPERATING PROCEDURE  
FOR  
JOINT OIL SPILL COMBAT  
IN  
THE STRAITS OF MALACCA AND SINGAPORE**

**THE STRAITS OF MALACCA AND SINGAPORE  
REVOLVING FUND COMMITTEE**

Updated on 11 April 2019  
at the Revolving Fund Committee Technical Meeting  
Ramada Plaza Hotel Malacca, Malaysia

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# STANDARD OPERATING PROCEDURE

## SECTION 001

### SCOPE AND GEOGRAPHICAL COVERAGE

1. The Standard Operating Procedure (SOP) shall apply to the control and mitigation of oil spill in or threatening the sea within geographical limit of the Straits of Malacca and Singapore as drawn up by Working Group and adopted by the RFC at its Third Meeting held in Denpasar, Indonesia on 11-12 April 1984.

2. The geographical limits are defined as follows:

#### On the North

From the northern point of Pu Rondo (06° 04.5'N, 095° 06.4'E) to the agreed tripartite continental shelf point between Indonesia, Malaysia and Thailand in the Malacca Strait.

#### On the East

From the agreed territorial boundary point between Malaysia and Thailand western coast thence along the coast of Peninsular Malaysia to Tanjong Punggal (01° 26.4'N, 104° 17.9'E and thence to the point (01° 26.4'E, 104° 35.0'E) and thence to Pulau Koko, the North-eastern extremity of Pulau Bintan (01° 13.5'N, 104° 35.0'E).

#### On the West

From the northern point of Pu Rondo (06° 04.5'N, 095° 06.4'E) to the northern point of Pu We and along the western coast of the island and thence to Ujung Baka, the northern most point of Sumatera (05° 39.5'N, 095° 26.0'E) and thence along the eastern coast of Sumatera to Tg. Kedabu (01° 06.0'N, 102° 58.7'E).

#### On the South

From Tg. Kedabu (01° 06.0'N, 102° 58.7'E) to the light beacon (00° 59.3'N, 103° 17.4'E) and thence to Tg. Gelom, the southern-most point of Pu Bulan (00° 54.6'E, 103° 56.4'E) and thence to Tg. Taloh, (01° 01.3'E, 104° 13.4'E) and thence along the northern coast of Pu Bintang to Pu Koko (01° 13.5'E, 104° 35.0'E)

3. A map showing the geographical limit appears as in **APPENDIX 1.**

## **SECTION 002**

### **RESPONSE AREA AND DIVISION OF RESPONSIBILITY**

1. At the outset, each State should be responsible for oil spills within its own territory.
2. In the event of a major oil spill threatening the region, the State in whose zone of responsibility the oil spill occur should assume the lead role, and be initially responsible for all the actions taken related to both tracking the spills and any necessary responses.
3. In the event that the oil spill occurs at the common boundary between two or more States, the first combatting team of any State to arrive at the scene will take appropriate actions in combatting or controlling the oil spill until assistance arrives.
4. Each State should maintain individual records of action taken and equipment and other resources used to respond to the incident. These records can be utilized in cost accounting purposes and in subsequent analysis of actions taken during the spill incident in order to upgrade the SOP.

## **SECTION 003**

### **OBJECTIVES**

The objectives of the Standard Operating Procedure are:

1. To provide early alert to Member States on any major oil spill occurring in or threatening the Straits of Malacca and Singapore;
2. To institute prompt measures to control any major oil spill occurring in or affecting the Straits of Malacca and Singapore.
3. To facilitate the most affected State to take the leading role to coordinate and integrate the actions and efforts of the three Member States and possible third Party in combating the oil spill; and
4. To provide easy and ready references on key operational personnel, equipment and particular procedures to enable speedy movements across States.

## **SECTION 004**

### **ABBREVIATIONS**

<b>LO</b>	Liaison Officer
<b>NOC</b>	National Operation Centre
<b>OSC</b>	On Scene Commander
<b>RF</b>	Revolving Fund
<b>RFC</b>	Revolving Fund Committee
<b>SOP</b>	Standard Operating Procedure
<b>TTEG</b>	Tripartite Technical Expert Group

## **SECTION 005**

### **NATIONAL OPERATION CENTRE (NOC)**

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## **SECTION 006**

### **DESIGNATION OF LIAISON OFFICER**

1. Each State shall designate its Liaison Officer. The Liaison Officer shall be the person responsible for coordinating the flow of information for all activities in the event of a major oil spill occurred when:
  - (a) The spill threatens the water of the State;
  - (b) The affected State requesting assistance from the other States; and
  - (c) A request is made by any State.
2. The appointed Liaison Officers for each State are as per **APPENDIX 2**
3. Functions of Liaison Officer are as per **APPENDIX 3**

## **SECTION 007**

### **REPORTS,ALERTS AND COMMUNICATIONS**

1. A State in whose zone a spill or a serious threat occurs shall immediately inform other member States if the spill appears likely that it may affect their waters and shorelines, giving as much details as possible of the incident. The information to be given is as per **APPENDIX 4**. The State or States receiving the message shall acknowledge such receipt at the first instance.
2. The information given to these States shall be updated as frequently as possible, giving also the results of observation and prediction of the spill movement. Such information shall continue until the spill no longer threatens the State concerned.

3. A copy of information is to be extended to the Foreign Mission of the State concerned.

## **SECTION 008**

### **COMMON COMMUNICATION FACILITY, SYSTEM AND PROCEDURES**

1. A portable radio communication system operating on a common frequency is maintained for the smooth implementation of the SOP.
2. Each State should maintained 6 sets of the radio communication equipment to enable dissemination of information during time of emergency.
3. The portable radio communication system will be utilized by the Liaison Officer (LO) to establish direct communication between On Scene Commander and National Operation Centre (NOC).
4. The equipments to be maintained at the Individual State's NOC for deployment during emergency are as follows:

NOC	2 sets
OSC	2 sets
LO	2 sets
5. The communication plan between the LO, OSC and NOC is shown in **APPENDIX 5**

## **SECTION 009**

### **INTER STATE ASSISTANCE**

1. In the event of an incident where the State is unable to cope with the situation because of its magnitude, it may seek the assistance of the other member States. Assistances includes engagement of specialist personnel, equipment, material and consumable items, vessels, aircraft, and other vehicle.
2. The Borrowing State shall be fully responsible for the use and maintenance of the equipment and materials belonging to other States while in its custody.
3. Personnel, materials, equipment, vessels and vehicles hired to the borrowing State are returned, replaced or the cost thereof shall be reimbursed by the borrowing States. The procedures are given in **APPENDIX 6**.

## **SECTION 010**

### **MOVEMENTS OF PERSONNEL, CRAFT AND EQUIPMENT ACROSS STATES**

1. The requesting State shall facilitate entry and exit of personnel, craft and equipment, and expedite all diplomatic, customs and immigration formalities. Details of incoming personnel, craft and equipment such as number, identification, country of origin, proposed routes shall be communicated through NOC.
2. The requesting State shall provide such personnel, amenity and facility that may be required to sustain prolonged operation. Guidelines for the cost of personnel appear in **APPENDIX 7**
3. The personnel shall come under the operational control of the requesting State and shall abide by any reasonable instructions given.
4. In the event that any personnel is injured or become ill, the requesting State will be responsible for all the expenses incurred in the State and any other expenditure involve in the repatriation of the injured personnel.
5. Across-border movement of craft of military origin is as per military standing procedures

## **SECTION 011**

### **RESOURCES AVAILABLE**

1. Each State shall provide a list of all equipment, craft and support services that can be made available. The list appears as **APPENDICES 8A, 8B** and **8C**. The lists should be updated whenever there is any change.

## **SECTION 012**

### **COST ANALYSIS / DAILY WORK REPORT FORM**

1. The purposes of the form is to record the utilization of equipment in use each day, type of operation, the number of personnel hours worked, hourly rate and total cost<sup>1</sup> during the response operation. The forms will also ensure that the

claims against the offending vessels or parties are properly documented and authenticated.

2. The suggested format is shown in **APPENDIX 9**.

### **SECTION 013**

#### **TERMINATION OF RESPONSE OPERATION**

Notification of the termination after completion of the response operation in any incident of oil spills is as follows:

1. If the spill is well within the territory of the State, and it is no longer a threat to the neighbouring State, notification of termination will be done by the NOC of the still affected State; or
2. If a spill incident involving two or more States, notification of termination will be made only after consultation between two or more NOCs.

### **SECTION 014**

#### **REIMBURSEMENT PROCEDURE**

1. The State initiating or co-ordinating the clean-up operation shall be responsible for any negotiations with regard of the oil spill claims, and reimburse any dues to the participating States.
2. All claims by the participating States should be submitted to the co-ordinating State within 3 months from the termination of clean-up operation.

<sup>1</sup>Cost calculated in US Dollars

3. Representatives of each participating State seeking reimbursement may be present during negotiations pertaining to the claim of compensation with the offending vessels or parties.

### **SECTION 015**

#### **REVIEW AND UPDATE OF SOP**

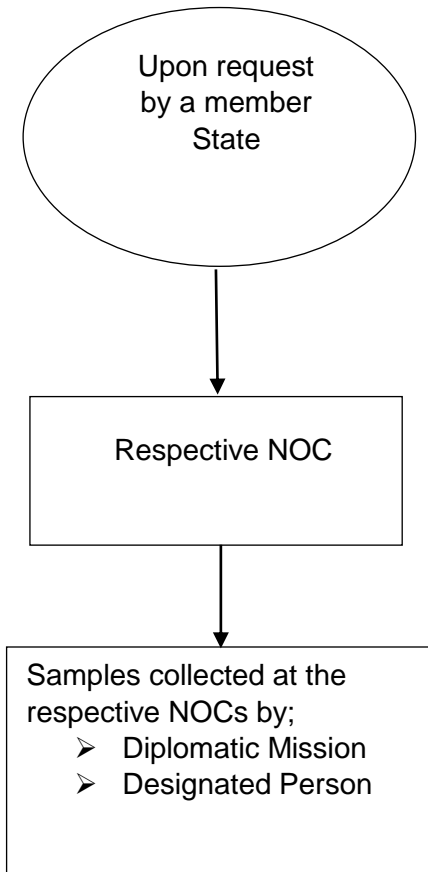
1. The SOP shall be reviewed periodically to incorporate experience gained from regular exercise and operations, and updated when necessary.
2. Section 005 and Appendices to the SOP should be updated annually by member states.

## **SECTION 016**

### **PROVISION OF OIL SAMPLE**

1. Member States agree to assist each other in obtaining or providing samples of oil from ships, which had spilled in their respective waters within the scope and geographical coverage of the SOP.
2. Upon request, a member State which have collected samples of oil from ships which had spilled in its waters shall make samples available to another member State if the spillage affects the latter waters and/or coastlines (as provided in Section 007).
3. Request for oil samples shall be made through the respective National Operational Centre (NOC) that would arrange for the hand over of the oil samples.
4. The oil samples shall be collected at the respective NOC by;
  - (a) The local diplomatic mission of the requesting State; or
  - (b) Designated person from the requesting State.The respective State's sampling procedures is shown in **APPENDIX 10**.
5. The State providing the oil samples shall facilitate and expedite the diplomatic, customs and immigration formalities. Flow chart for the transferring the oil sample is as shown in **Diagram 1** below.

**Diagram 1: FLOW CHART FOR TRANSFERRING OF OIL SAMPLE**



- Request for oil samples shall be made through respective NOC

- NOC taking samples in accordance with the National Oil Sampling Procedures

- State providing samples shall facilitate and expedite all diplomatic, customs and immigration formalities

## The Boundary for Utilization of the Revolving Fund of the Straits of Malacca and Singapore



Id_Ref	X	Y
1	104.298333	1.44
2	104.583333	1.44
3	104.583333	1.225
4	104.223333	1.021667
5	103.94	0.91
6	103.29	0.988333
7	102.978333	1.1
8	95.433333	5.658333
9	95.106667	6.075
10	98.025	5.95
11	99.116667	6.3
12	99.458333	6.306667

**Legend**

- Point Ref

**BOUNDRIES**

- INDONESIA
- MALAYSIA
- THAILAND
- AREA COVERAGE OF THE PLAN



**NAME AND ADDRESS LIASION OFFICERS****REPUBLIC OF INDONESIA**

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**2. MALAYSIA****LIAISON OFFICER****Malaysia Marine Communication Centre (MMCC)**

Marine Department Malaysia  
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**FUNCTIONS OF LIAISON OFFICER**

1. To co-ordinate and expedite exchange of information between NOCs
2. To co-ordinate and expedite movements of personnel and equipment for joint operation amongst member States.
3. To update situation report.

## POLLUTION REPORT FORMAT

**RFC**

Revolving Fund Committee

Urgent

Standard

Information Only

<b>MARINE POLLUTION REPORT</b>	<b>From :</b> I <input type="checkbox"/> M <input type="checkbox"/> S <input type="checkbox"/>
	<b>To :</b> I <input type="checkbox"/> M <input type="checkbox"/> S <input type="checkbox"/>
	<b>Date :</b>

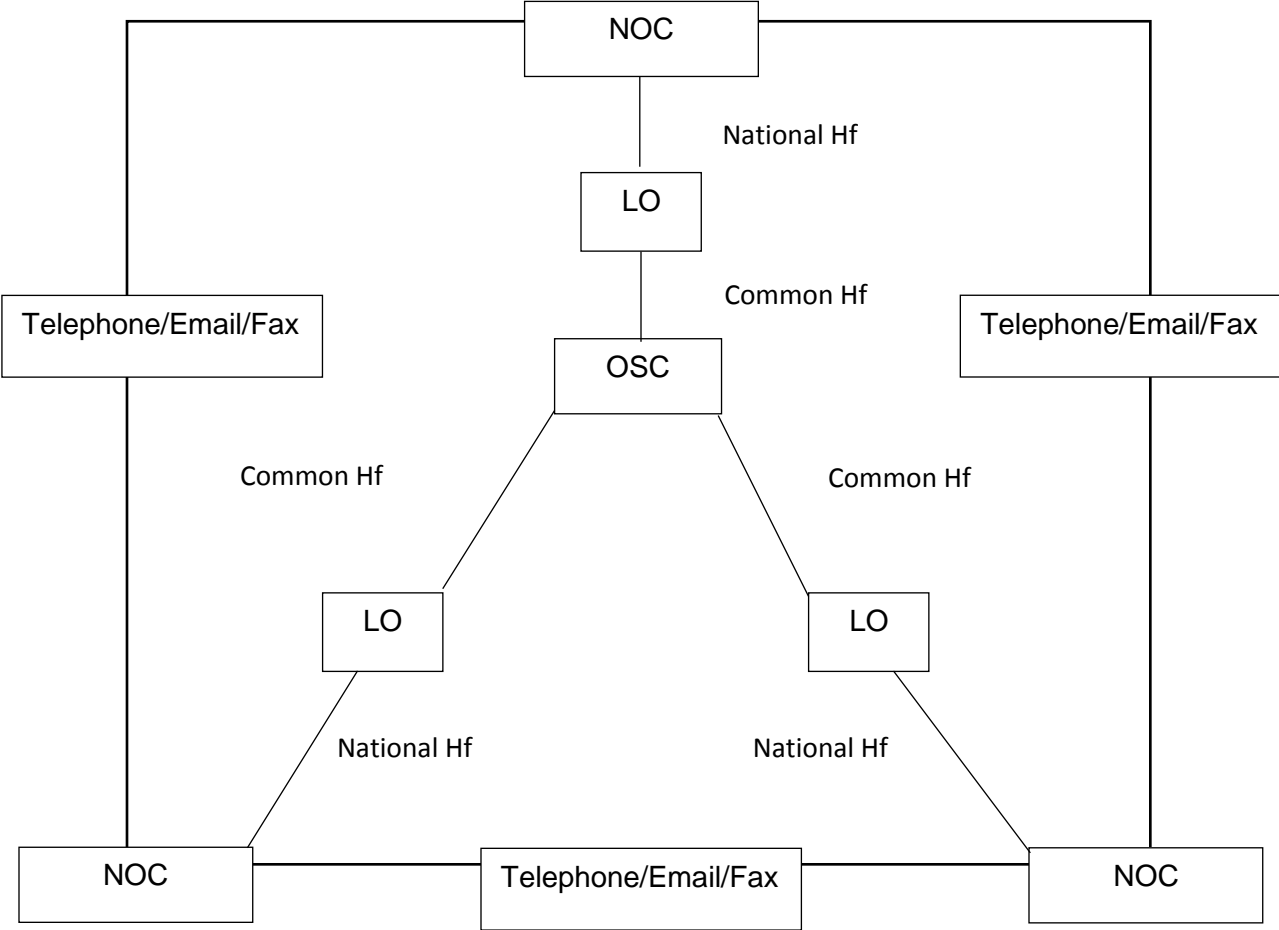
Date of Incident	
Time of Incident	
Location of Pollution	Lat:
	Long:
Pollution Source	Ship / Port / Land / Unknown / Others:
Oil Type	Crude / HFO / MFO / Diesel / Tarball / TBC
Quantity Spilled	
Name of Ship	
Ship IMO Num.	
Ship Type	Tanker/ Cargo/ Container/ Others:
Type of Cargo	
Cause of Pollution	
Wind Direction/Speed /Sea Condition	
Spill Movement	
Amount of Oil Remain on Board	
Has Discharge Stopped?	Yes / No
Activation of Contingency Plan	State Level / RFC Level
Alerts to Littoral States	Indonesia / Malaysia / Singapore
Response Strategy	Chemical / Mechanical
Proposed Actions	
Request for Deployment Liaison	

Officer	
Assistance Requested	

<b>Response Equipment Resources</b> <input type="checkbox"/> Actions Taken <input type="checkbox"/> Request of Assistance		
	<b>Equipment/Personnel/ Asset</b> (includes model & specification)	<b>Quantity</b>
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

<b>Sender Details</b>	
Name	
Position	
Agency	
Contact Num.	
Email:	

COMMUNICATION PLAN  
LO/OSC/NOC



## RETURN, REPLACEMENT OR REIMBURSEMENT OF LABOUR, MATERIALS AND EQUIPMENT

### A. LABOUR

The borrowing State shall reimburse the participating State for all labour costs incurred from the time any employee is released to the borrowing State until his direct return to the participating State.

### B. CONSUMABLE MATERIALS

All costs necessarily incurred in complying with any request of a State to borrow consumable materials shall be reimbursed by the borrowing State. Acknowledgement of receipt should be made as soon as possible. The materials shall be replaced at the borrowing State's expense. If the materials cannot be replaced by the borrowing State, reimbursement shall be made for the participating State's replacement costs for the materials.

### C. EQUIPMENT

1. Equipment shall be returned in cleaned, operational condition when no longer required for the intended purposes
2. The participating State shall put the borrowing State on notice by telex of any shortage, damage or defect in returned equipment as soon as possible. Any claim by the participating State for such shortage, damage or defect shall be supported by an independent surveyor report if such a report is requested by the borrowing State.
3. Equipment lost, destroyed or worn out while in custody of the borrowing State shall be replaced at no cost to the participating State by equipment of the same or equivalent manufacturer, model and specification, or at the option of participating State for the replacement cost for such equipment including, not limited to, the purchase price, freight, landing and clearance charges, custom duties, sales, turnover, excise or taxes and any other costs or expenses incurred by the

participating State for such replacement equipment delivered to the participating State's warehouse or other storage facility.

4. The participating State shall be compensated for each item of equipment hired by a daily rental charge payable for each day or part thereof during which time any such item is on hire to the borrowing State.

D. CRAFT

Surface craft, fixed wing aircraft and helicopters will be under the control of the participating State. The daily rental will be at the rate set out by the participating State.



**GUIDELINES FOR THE COST OF PERSONNEL**

i. ALLOWANCE

Per diem \_\_\_\_\_

ii. TRAVEL

In accordance with the participating State's normal practice for the ranking of the personnel involved.

iii. FOOD & ACCOMODATION

To be provided by the requesting State according to the rank entitlement of such personnel

iv. INTERNAL TRANSPORTATION

To be provided by the requesting State by the time of arrival to the time of departure.

## INDONESIA - RESOURCES AVAILABLE

## DGST OIL SPILL RESPONSE EQUIPMENTS STOCKPILE

## TIER 3

No	LOCATION	OSRE DESCRIPTION		
		Quantity	Unit	Type of equipment
1.	<b>PORT OF BATAM</b>	2	Set	Mobile 20' Storage Container
		300	Meter	Slickbar Solid Flootation Boom SL-10
		2	Set	Slickbar Storage Tank ST-12
		1	Set	Slickbar Storage Tank FFST 2500
		50	Box	Slickbar Oil Absorbent
		2	Unit	Alumunium Ladder
		1	Set	Slickbar Head for MK-13 Skimmer
		1	Set	Slickbar Powerpack MK-13 Skimmer
		1	Set	Slick Bar Sea Weir 30 Skimmer
		1	Set	Slickbar Slickspray MK-70
		25	Drum	Slickbar OSD 9000 Super Green
		1	Set	Tool Kit c/w Foot Pump
2.	<b>PORT OF PANGKALAN</b>	2	Set	Mobile 20' Storage Container

	<b>SUSU</b>			
		300	Meter	Slickbar Solid Flootation Boom SL-10
		2	Set	Slickbar Storgae Tank ST-12
		1	Set	Slickbar Storage Tank FFST 2500
		50	Box	Slickbar Oil Absorbent
		2	Unit	Alumunium Ladder
		1	Set	Slickbar Head for MK-13 Skimmer
		1	Set	Slickbar Powerpack MK-13 Skimmer
		1	Set	Slick Bar Sea Weir 30 Skimmer
		1	Set	Slickbar Slickspray MK-70
		25	Drum	Slickbar OSD 9000 Super Green
		1	Set	Tool Kit c/w Foot Pump
3.	<b>PORT OF SEI KIJANG</b>	2	Set	Mobile 20' Storage Container
		300	Meter	Slickbar Solid Flootation Boom SL-10
		2	Set	Slickbar Storgae Tank ST-12
		1	Set	Slickbar Storage Tank FFST 2500
		50	Box	Slickbar Oil Absorbent
		2	Unit	Alumunium Ladder
		1	Set	Slickbar Head for MK-13 Skimmer
		1	Set	Slickbar Powerpack MK-13 Skimmer
		1	Set	Slick Bar Sea Weir 30 Skimmer
		1	Set	Slickbar Slickspray MK-70

		25	Drum	Slickbar OSD 9000 Super Green
		1	Set	Tool Kit c/w Foot Pump
4.	<b>PORT OF TANJUNG UBAN</b>	2	Set	Mobile 20' Storage Container
		300	Meter	Slickbar Solid Floatation Boom SL-10
		2	Set	Slickbar Storgae Tank ST-12
		1	Set	Slickbar Storage Tank FFST 2500
		50	Box	Slickbar Oil Absorbent
		2	Unit	Alumunium Ladder
		1	Set	Slickbar Head for MK-13 Skimmer
		1	Set	Slickbar Powerpack MK-13 Skimmer
		1	Set	Slick Bar Sea Weir 30 Skimmer
		1	Set	Slickbar Slickspray MK-70
		25	Drum	Slickbar OSD 9000 Super Green
		1	Set	Tool Kit c/w Foot Pump
5.	<b>COAST GUARD BASE OF TANJUNG UBAN</b>	2	Unit	Patrol Vessel Class 1 MDPS Type (Marine Disaster Prevention Ship)
		2	Unit	Patrol Vessel Class 2

**MALAYSIA – RESOURCES AVAILABLE****STOCKPILE OIL SPILL RESPONSE EQUIPMENT LIST***(as on 1<sup>st</sup> April 2019)*

Agency : Marine Department Malaysia

**Location :****Marine Department Northern Region, Tg. Lembong****07000 Langkawi, Kedah****Tel : +6 04 966 1505****Fax : +6 04 966 6354**

24 hours Contact Person :-

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 Tel : +6 04 966 6134

<b>Equipment</b>		<b>Quantity</b>
<b>A</b>	<b>Containment Equipment</b>	
	Offshore Boom (PDB NOFI BOOM) 150m	2 sets
	Coastal Boom (NIB Boom) 200 m	1 set
	Beach Boom(RO-Boom 800) 100 m	1 set
<b>B</b>	<b>Recovery Equipment</b>	
	Oil skimmer	1 set
	Vacuum Pump (Mobile Pantas)	1 set

	RO VAC MK II	1 set
<b>C</b>	<b>Dispersant Sprayer</b>	
	Surface Dispersant Sprayer	1 set
	D'Bond Oil Spill Dispersant	400 liter
	Corixet 9527 Oil Dispersant	800 liter
	AQ 200 Oil Spill Dispersant Biodegradable	40 liter
<b>D</b>	<b>Storage Equipment</b>	
	Ro Tank Model	1 set
	Temporary Storage Tank	1 set
<b>E</b>	<b>Support Equipment</b>	
	Anchor 32Kg	4 sets
	Marker Buoy B50	4 sets
	Defender Buoy M75	4 sets
	Back Pack Air Blower	1 set
	Water Pump	1 set
<b>F</b>	<b>Absorbent</b>	
	Absorbent Boom	13 bales
	Absorbent Pad	10 packs

## STOCKPILE OIL SPILL RESPONSE EQUIPMENT LIST

Agency : Marine Department Malaysia

**Location :**

**Marine Department Northern Region, Penang**

**Jalan Akurium, Gelugor  
17170 Pulau Pinang**

**Tel : +6 04 657 8494**

**Fax : +6 04 657 5521**



24 hours Contact Person :-

(i) Mr Mohammad Saifullah Yusoff  
E-mail : [msaiful@marine.gov.my](mailto:msaiful@marine.gov.my)  
Mobile : +6 017 467 6691

(ii) Mr. Naim Ab Wahab  
E-mail : [naem86@marine.gov.my](mailto:naem86@marine.gov.my)  
Mobile : + 6 012 569 0682

Equipment		Quantity
<b>A</b>	<b>Containment Equipment</b>	
	Oil Boom (RO-Boom 1800) 200 m	1 set
	Beach Boom(RO-Boom 800) 100 m	2 sets
<b>B</b>	<b>Recovery Equipment</b>	
	Oil skimmer	1 set
	Vacuum Pump	2 sets
<b>C</b>	<b>Dispersant Sprayer</b>	
	Surface Dispersant Sprayer	1 set

	D'Bond Oil Spill Dispersant	400 liter
	Corixet 9527 Oil Dispersant	800 liter
	AQ 200 Oil Spill Dispersant Biodegradable	40 liter
<b>D</b>	<b>Storage Equipment</b>	
	Ro Tank Model	1 set
	Temporary Storage Tank (TroilTank)	2 sets
	Backpack Air Blower	1 set
<b>E</b>	<b>Support Equipment</b>	
	Anchor 32Kg	3 sets
	Marker Buoy A2	10 sets
	Marker Buoy A3	2 sets
	Marker Buoy B60	1 set
	Defender Buoy	11 sets
	Communication Equipment (Walkie – Talkie)	2 sets
<b>F</b>	<b>Absorbent</b>	
	Absorbent Boom	135 Bales
	Absorbent Pad	1557 Pcs
<b>G</b>	<b>Vessel / Craft / Vehicle</b>	
	MV Akamar	1 unit
	Sea Truck	1 unit
	Forklift (5 tons)	1 unit

Agency : Marine Department Malaysia



**Location :**

**Marine Department Central Region, Selangor**

**Foreshore Road  
42007 Port Kelang, Selangor**

**Tel : +6 03 3169 5100**

**Fax : +6 03 3165 3540**



24 hours Contact Person :-

(i) Mr Mohd Nazwan Hafeez Hashim  
E-mail : nazwan@marine.gov.my  
Mobile : +6 012 559 0424  
Tel : +6 03 3169 5127

(ii) Mr Mohd Zamani Mohd Ramli  
E-mail : zamani@marine.gov.my  
Mobile : +6 013 333 8709  
Tel : +6 03 3169 5112

<b>Equipment</b>		<b>Quantity</b>
<b>A</b>	<b>Containment Equipment</b>	
	Oil Boom (RO-Boom) 200 m	1 set
	Beach Boom (RO Boom 800) 100 m	1 set
<b>B</b>	<b>Recovery Equipment</b>	
	Oil skimmer	3 sets
	Oil Net (Scantrawl A)	2 sets
	Vacuum Pump	1 set
	RO VAC MK II Portable Vacuum	1 set
<b>C</b>	<b>Dispersant Sprayer</b>	

	Surface Dispersant Sprayer	1 set
	Spray Arm	1 set
	Water Pump	1 set
<b>D</b>	<b>Storage Equipment</b>	
	Ro Tank 10 (Troil Tank)	1 set
	Temporary Storage Tank (PU Tank)	1 set
<b>E</b>	<b>Absorbent</b>	
	Absorbent Pad	100 bales
<b>F</b>	<b>Support Equipment</b>	
	Anchor	4 sets
	Marker Buoy B50	7 sets
	Marker Buoy B60	2 sets
	Marker Buoy M75	4 sets
	Back Pack Air Blower	1 set
	Hydrocarbon Detector	2 sets
	Gas Tight Suit	1 set
	Chemical Suit	1 set
	Communication Equipment (Walkie – Talkie)	3 sets
	Tent	4 sets
<b>G</b>	<b>Software</b>	
	Oil & Chemical Spill Trajectory Model (HQ)	1 set
<b>H</b>	<b>Vessel / Craft / Vehicle</b>	
	MV Atira 26 m + (Work Boat)	1 unit
	MV Al Debaran 26 m	1 unit
	Sea Truck	1 unit
	Forklift ( 2.5 tons)	1 unit

Agency : Petroleum Association of Japan (PAJ)

(as of March 2014)

**Location :**

**Port Kelang, Selangor**

**For Enquiry, kindly contact :-**

**Petroleum Association of Japan (PAJ)**

**Oil Spill Response Office**

**1-3-2, Otemachi, Chiyoda-ku,**

**Tokyo 100-0004**

**Tel : +81 3 5218 2306**

**Fax : +81 3 5218 2320**

**Web site : [www.paj.gr.jp/english](http://www.paj.gr.jp/english)**

<b>Equipment</b>		<b>Quantity</b>
<b>A</b>	<b>Containment Equipment</b>	
	HD Sprint Boom	750 m
	Ro Boom 1800	750 m
<b>B</b>	<b>Recovery Equipment</b>	
	Desmi Combination Skimmer	1 set
	Lamor LWS 50	3 sets
<b>C</b>	<b>Beach Cleaner</b>	
	Minivac	2 sets
<b>D</b>	<b>Storage Equipment</b>	
	Portable Tank (Fast Tank) 9t	8 sets

Agency : Petroleum Industry of Malaysia Mutual Aid Group (PIMMAG)

**Location :**

**Port Dickson, Negeri Sembilan**

**Tel : +6 06 647 2388 / 9188**

**Fax : +6 06 647 9233**



**Hot Line : + 019 3131 631**

**Web Site : [www.pimmag.com.my](http://www.pimmag.com.my)**

**E-mail : [chinkonwing@petronas.com.my](mailto:chinkonwing@petronas.com.my)**

Equipment		Quantity
<b>A</b>	<b>Containment Equipment</b>	
	Ocean Boom ( Vikoma )	500 m
	GT-Baltic Boom	300 m
	Coastal Boom	2600 m
	Beach Guardian Boom	290 m
	Troil Boom	150 m
	Fence boom	280 m
<b>B</b>	<b>Recovery Equipment</b>	
	T- 12 skimmer ( disc )	1 set
	Duplex skimmer ( disc )	2 sets
	Triplex skimmer ( disc )	1 set
	DBD 5 skimmer ( disc/brush )	1 set
	KBD 5 skimmer ( disc/brush )	1 set
	Foilex TDS 200 skimmer ( weir )	1 set
	GT 185 skimmer ( weir )	2 sets
	Delta Head Suction Skimmer	6 sets
	Beach Vacuum Skimmer	2 sets

	Ro-vac Skimmer	2 sets
	Ro-mop Skimmer	1 set
	Marflex Arm	2 sets
	Notil Trawler	1 set
<b>C</b>	<b>Dispersant Sprayer</b>	
	Boat Spray	4 sets
	AFEDO Sprayer	1 set
<b>D</b>	<b>Storage Equipment</b>	
	Storage Tank	5 units
	Fast Tank	11 units
	Floating Bag	4 units
	Towable Bladder	2 units
	Unitor Oil Bag (500 tons)	1 unit
	IBC Tank	10 units
	PP Disposal Bag	7000 pcs
<b>E</b>	<b>Support Equipment</b>	
	Transfer Pump	2 sets
	Beach Vehicle	1 set
	Water Pump	7 sets
	Air Blower	8 sets
<b>Equipment</b>		<b>Quantity</b>
	Portable Generator	1 set
	Electric High Pressure Washer	2 units
	Anchor	35 units
	Bouy	70 units
	Tent	11 units
	Forklift ( 5 tons )	2 units
	Crane truck ( 5 tons )	1 unit
	4WD Izuzu	1 unit

	Rescue boat ( 60 hp o/board engine )	1 unit
<b>F</b>	<b>Dispersant</b>	
	Corexit 9527	37 drums
	Corexit 7664	40 drums
	Slickgone	80 drums
<b>G</b>	<b>Absorbent</b>	
	Absorbent Boom	266 bales
	Absorbent Pad	255 bales

Agency : Marine Department Malaysia

**Location :**

**Marine Department Southern Region, Tg Pelepas**

**81560 Gelang Patah, Johor**

**Tel : +6 07 507 2313**

**Fax : +6 07 507 3679**



24 hours Contact Person :-

(i) Mr Shah Habidin Arib Jaafar  
E-mail : [shahbidin@marine.gov.my](mailto:shahbidin@marine.gov.my)  
Mobile : +6 019 742 0555

(ii) Mr. Roslee Ibrahim  
E-mail : [rosleews@marine.gov.my](mailto:rosleews@marine.gov.my)  
Mobile : + 6019 763 1412  
Tel : +6 07 507 2313

<b>Equipment</b>		<b>Quantity</b>
<b>A.</b>	<b>Containment Equipment</b>	
	Oil Boom (RO-Boom 1800) 200 m	1 set
	Beach Boom (RO-Boom 800) 100 m	1 set
<b>B</b>	<b>Recovery Equipment</b>	
	Oil skimmer	4 sets
	Oil Net (Scantrawl A)	4 sets
	Vacuum Pump	1 set
<b>C</b>	<b>Dispersant Sprayer</b>	
	Surface Dispersant Sprayer	1 set
	Dispersant AQ 2000 (biodegradeable)	1000 litres

	Dispersant Slickgone NS	500 litres
<b>D</b>	<b>Storage Equipment</b>	
	Temporary Storage Tank (Troiltank)	1 set
	Storage Tank (RO Tank 10)	4 sets
<b>E</b>	<b>Absorbent</b>	
	Absorbent Boom	100 pcs
	Absorbent Pad	100 bales
<b>F</b>	<b>Support Equipment</b>	
	Anchor	8 sets
	Marker Buoy M75	1 set
	Marker Buoy B60	1 set
	Marker Buoy B50	2 sets
	Backpack Air Blower	1 set
	Hydrocarbon Detector	2 sets
	Communication Equipment (Walkie – Talkie)	3 sets
<b>G</b>	<b>Software</b>	
	Oil Spill Trajectory Model	1 set
<b>H</b>	<b>Vessel / Craft</b>	
	MV Al Tair 26 m	1 unit
	MV Al Nilam 26 m	1 unit
	Sea Truck	2 units
	Forklift (5 tonnes)	1 unit



**SINGAPORE - RESOURCES AVAILABLE****DISPERSANTS**

Company Name	<b>Evoqua Water Technologies Pte Ltd</b>	
Address	28 Tuas Avenue 8, Singapore 639243	
24-hour Contact Person	Ben Lim	+65-6559-2567, +65-9023-4588
Email	<a href="mailto:ben.lim@evoqua.com">ben.lim@evoqua.com</a>	

Oil Spill Dispersants available

<b>Name of Dispersant</b>	<b>Type</b>	<b>Qty (Liters)</b>
Chemkleen OSDA-NY	Conventional	160 drums x 200 liters

Note : The company is able to produce 80 x 200 litres of conventional type dispersant, every 8 hours.

**EQUIPMENT**

Company Name	<b>Oil Spill Response Limited</b>
Address	Loyang Offshore Supply Base 25 Loyang Crescent, Mail Box No. 5105 Blk 503 Tops Avenue 3, Singapore 508988
Website	<a href="http://www.oilspillresponse.com">www.oilspillresponse.com</a>
24-Hour Contact	+65-6266-1566
Fax	+65-6266-2312
Email	<a href="mailto:singapore@oilspillresponse.com">singapore@oilspillresponse.com</a>

### Oil Spill Response Resources

<b>Description</b>	<b>Quantity</b>	<b>Unit</b>
Offshore booms	2,450	Meters
Inshore booms	5,655	Meters
Response vessels and workboats	3	Sets
Dispersants	230,000	Liters
Aerial dispersant system	1	Package
Recovery skimmers	31	Units
Transfer pumps	19	Systems
Temporary storage	773	Tons
Hydraulic power packs	19	Sets
Communications systems	Various satellite phones and walkie talkies	
Computer Trajectory Modelling (OilMap )	2	Set

### Oil Spill Dispersants

<b>Name of dispersant</b>	<b>Type</b>
Corexit	9500 & 9527
Slickgone	LTSW & NS
Finasol	OSR52

## **EQUIPMENT**

Company Name	<b>Singapore Oil Spill Response Centre Pte Ltd</b>
Address	25 Pandan Crescent #03-10 Singapore 128477
Website	www.posh.com.sg
24-Hour Contact	+65-6265-6917
Fax	+65-6264-4190
Email	posh.er@paccoffshore.com.sg

### Oil Spill Response resources

<b>Description</b>	<b>Quantity</b>	<b>Unit</b>
Ro Boom 1300 Boom on Reel	1000	Meters
Ro Boom 1000 Boom on Reel	500	Meters
Fence Boom on Reel	300	Meters
Portable Spray Arm	2	Set
KOMARA 20K Disc Skimmer	1	Set
10 ton Fastank Storage Tanks	12	Units
Absorbent Booms	25	Bales
Absorbent Pads	25	Bales

### Oil Spill Dispersants available

<b>Name of dispersant</b>	<b>Quantity (liters)</b>
Redox Oil Spill Dispersant	10,000

## **LIST OF SALVAGE CONTRACTORS**

POSH Semco - Salvage & Oil Spill  
Tel: (65) 6265 6917 (24 hr hotline)  
e-mail: posh.er@paccoffshore.com.sg

SMIT Salvage  
23 Gul Road, Singapore 629356  
Tel: (65) 66684222 / 68989222  
**Fax:** (65) 66684333 / 68989333  
**Email:** salvage@smit.com  
**Website:** www.smit.com

Ardent Maritime Singapore Pte Ltd.  
48, Penjuru Road  
Singapore 609152  
e-mail: sgsin.operations@svitzer.com  
Tel: (65) 6224 9644  
Fax: (65) 6226 3909  
24 hour phone: (65) 6224 9644  
Email: singapore@ardentglobal.com  
response@ardentglobal.com

Resolve Salvage & Fire (Asia) Pte Ltd  
15 D Pandan Road

Singapore 609266  
Tel: (65) 6635 3300  
Fax: (65) 6294 7679  
Email: bwiebe@resolvemarine.com  
Website: www.resolvemarine.com



**VESSEL COSTS**

<b>Vessel</b>	<b>Days in Service</b>	<b>Daily Rate</b>	<b>Total</b>

TOTAL VESSEL COSTS : \_\_\_\_\_



**Pollution Containment and Recovery Equipment**

<b>Item</b>	<b>Daily Rate</b>	<b>Days Used</b>	<b>Length*</b>	<b>Total</b>

TOTAL EQUIPMENT COSTS : \_\_\_\_\_

\* Length – where applicable

Other Items (20% Restocking Charge on all Consumable Materials)

	<b>TOTAL</b>

TOTAL ITEM COSTS : \_\_\_\_\_



**Materials Costs (only material consumed to be shown)**

Description	Quantity	Unit Price	Total

Total Material Costs : \_\_\_\_\_

20% Restocking Charge : \_\_\_\_\_

TOTAL: \_\_\_\_\_

**Vehicle Costs**

Vehicle	Hours/Days in use	Hourly/Daily Rate	Total

Total Vehicle Costs : \_\_\_\_\_

**SUMMARY**

Manpower Costs (Page 1)	:	_____
Vessel Costs (Page 2)	:	_____
Pollution Containment & Recovery Equipment (Page 2)	:	_____
Other Items (Page 3)	:	_____
Material Costs	:	_____
Vehicle Costs (Page 3)	:	_____
 TOTAL CHARGE		 _____

Prepared By;

\_\_\_\_\_  
( )  
Designation:



**POLLUTION CONTROL TEAM  
DAILY WORK REPORT**

<b>DATE</b>		
<b>PLACE</b>		
<b>WEATHER</b>		
<b>WORK PERIOD Start End</b>		
<b>HOURS WORKED Normal Overtime</b>		
(List all personnel, use reverse side if required)		
<b>SUPERVISOR</b>		
<b>TOTAL MAN HOURS</b>		
<b>CONTRACTOR(S) ON SITE</b>		
<b>RENTAL EQUIPMENT ON SITE</b>		

### DAILY PERFORMANCE CHECKLIST

Contractor	
Supervisor	
Date	
Job Description	
Material Utilized	
Equipment	a. b. c. d.
Number of men on Job	
Daily Operations Commence	
Hour Secured	
Number of Disposal Loads	
Submitted by: On-Scene Co-ordinator/ Representative	

## Notes

1. For the purpose of standardization and to facilitate the claims process for clean-up costs and pollution damage, information relating to the operation's location, actions taken, personnel and equipment be extensively reported by completing the Cost Analysis Form as suggested.
2. Claims should be submitted through appropriate compensation regime's focal point of respective member States. Allowable claims should be made according to the regimes and to include cost relating to clean-up, preventive measures, conducting environmental risk assessment study and environmental damage as provided for in the IOPC FUND 1992 Claims manuals whose principles are applicable to both CLC and FUND claims.
3. All parties involved submit the completed forms to their respective National Focal Point together with all documents pertaining to expenses including receipts, timesheets, log sheets and invoices. Submission should also include details of equipment (e.g. specifications) as well as details of experts (e.g. nature of expertise and contributions).

## **SAMPLING PROCEDURES**

### **1. Sampling is to be Conducted as Follows:**

- A. Sampling on board ships shall be witnessed by persons representing the polluters and one other witness.
- B. All samples shall be sealed.
- C. A clean glass or plastic container (Polythene) measuring 2 liters shall be used.
- D. All samples taken shall not exceed 2/3 of the sampling container.

### **2. Samples from Surface Sea Water**

- A. Oil samples or samples containing at least 1000 ml of oil must be obtained from:
  - All reasonable levels within the source (ship) from the engine room, cargo tank, fuel tank, ballast tank, bilges, etc.
  - The nearest level to the ship or the thickest oil level area.
- B. Samples taken must contain a lot of oil and minimum possible amount of water, and
- C. Samples must be taken within 12 hours from the incident and prior to the use of dispersants.

### **3. Samples from Sand and Rocks**

- A. Oil or viscous oil attached to rocks, wood and other matters must be scrapped off and kept in sample container.
- B. For weathered oil, the lumps are to be collected and kept inside sample containers.
- C. For oil, which has sunk into sand, sampling can be done by gathering the polluted sand into a sample container.

- D. Birds, seaweed or debris, which are stained by the oil, must also be kept in a special container.

#### **4. Labeling of Samples**

All samples shall be sealed well and labeled with the following information:

- A. Date and time of sampling
- B. Place of sampling
- C. Name and serial number for each sample
- D. Name of officer / agency who took the sample
- E. Type of analysis required (to determine type of oil and source)

#### **5. Storage and Transport of Sample**

- A. During transportation samples must be kept in wooden box to avoid damage or breakage
- B. Sample must be protected from heat during storage and transportation.
- C. If take over 12 hours to transport samples to Chemistry Department, all samples must be kept in ice.
- D. Labeled and sealed samples shall be sent to Chemistry Department for analysis as soon as possible.
- E. Before samples are send to Chemistry Department the department needs to be notified to make necessary preparations.
- F. All samples must be accompanied by the official from provided by Department of Environment; and
- G. A written notification must be obtained from the Chemistry Department for acknowledgement of the receipt of the sample.