



**TANGGAPAN NG KOMANDANTE**  
(OFFICE OF THE COMMANDANT)  
**PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS**  
(HEADQUARTERS, PHILIPPINE COAST GUARD)  
139 25<sup>th</sup> Street, Port Area  
Manila

28 October 2005

MEMORANDUM CIRCULAR)

NUMBER . . . . . 06-2005)

**ISSUANCE OF INTERNATIONAL OIL POLLUTION PREVENTION CERTIFICATE  
TO PHILIPPINE REGISTERED VESSELS**

**I. AUTHORITY:**

Presidential Decree No. 600, as amended by Presidential Decree 979, empowers the Philippine Coast Guard to promulgate and enforce rules and regulations for the prevention and control of marine pollution.

**II. SCOPE:**

Apply to all Philippine registered vessels engaged in international or domestic trade.

**III. PURPOSE:**

To prescribe the procedure for the issuance of International Oil Pollution Prevention Certificate to Philippine registered vessels.

**IV. DEFINITION OF TERMS:**

**A. Oil Tanker** - a ship constructed or adapted primarily to carry oil in bulk in its cargo spaces and includes combination carriers and any "chemical tanker" constructed or adapted primarily to carry cargoes of noxious liquid substances in bulk.

**B. Product carrier** - an oil tanker engaged in the trade of carrying oil other than crude oil.

**C. Segregated Ballast Tank** - a tank which is completely separated from the cargo oil and oil fuel system permanently allocated to the carriage of ballast or cargoes other than oil or noxious substances.

**D. Dedicated Clean Ballast Tank** - a tank primarily constructed for carrying ballast which, if such effluent were discharged into clean water would

not produce visible traces of oil on the water surface upon adjoining shorelines or cause a sludge or emulsion to be deposited beneath the surface of the water or upon adjoining shorelines.

**E. Oily-Water Separating Equipment** - a separator or filter, or any combination thereof, which is designed to produce effluent containing less than 100 parts per meter of oil.

**F. Oil Filtering Equipment** - any combination of a separator and a filter of coalescer, which is designed to produce effluent containing not more than 15 parts per meter of oil.

**G. Oil Discharge Monitoring and Control System** - a system consisting of a control unit, a computing unit and a circulating unit. This system shall be equipped in oil tankers of 150 tons gross tonnage and above and shall record continuously the discharge of oil in liters per nautical mile and total quantity of oil discharged or in lieu thereof, the oil content of the effluent and rate of discharge.

**H. Cargo Tank Cleaning System** - a system equipped in a crude oil tanker of 20,000 tons deadweight and above using crude oil washing.

**I. New Ship**

1. A ship for which the building contract is placed after 31 December 1995; or
2. In the absence of a building contract, the keel of which is laid or which is at a similar stage of construction after 30 June 1996; or
3. The delivery of which is after 31 December 1999; or
4. Which has undergone a major conversion;
  - a. for which the contract is placed after 31 December 1995; or
  - b. in the absence of a contract the construction work of which completed after 31 December 1999.

**J. Existing Ship** - a ship which is not a new ship.

**V. GENERAL REQUIREMENTS:**

**A. All ships**

1. Ships of 400 gross tons but less than 10.000 gross tons shall be provided with:

- a. OWS equipment capable of producing an effluent with an oil content not exceeding 15 parts per million
  - b. Tank(s) of adequate capacity, having regards to the type of machinery and length of voyage, to receive the oily residues (sludge) such as those resulting from the purification of fuel and lubricating oils and oil leakages in machineries. The oil residues shall then be discharged into reception facilities.
  - c. ORB, whether as part of the ship's official log book.
2. Ships of 10,000 gross tons and above shall be provided with:
    - a. An oil discharge monitoring and control system in addition to the OWS equipment stated in Section 5A(1)(a).
    - b. Tank(s) of adequate capacity) to receive oily residues such as those resulting from the purification of fuel and lubricating oils and oil leakages in the machinery spaces. The oily residues shall then be discharged into reception facilities.
    - c. ORB, whether as part of the ship's official log book.
  3. Vessels of less than 400 GRT shall be fitted with a holding tank having adequate capacity for the total retention on board of the oil bilge water for subsequent discharge to reception facilities.
  4. All oil water separator equipment shall be duly approved by the Philippine Coast Guard.
  5. Requirement of Section V(A)(1)(a) and V(A)(2)(a) can be waived subject to the provision stated in Section VII(A)(1) of this Circular.

**B. Oil Tankers**

1. Oil tankers of 150 tons tonnage and above shall be provided with an oil discharge monitoring and control system, in addition to the Oily Water Separating Equipment, approved/accredited by the Philippine Coast Guard.
2. The above requirements shall not apply to oil tankers of less than 150 gross tons for which the control of discharge of oil shall be affected by the retention of oil on board with subsequent discharge of all contaminate washing to reception facilities.
3. Requirement of Section V (B) (1) can be waived subject to the provision stated in Section VII (A) (2) of this Circular.
4. Existing oil tankers of 40,000 tons DWT engaged in international voyage shall:

- a. Be provided with segregated ballast tank(s) of adequate capacity so as to allow the ship to operate safely on ballast voyage without recourse to the use of cargo tanks for water ballast.
  - b. Adapt cargo tank cleaning procedures using crude oil washing in lieu of the requirement prescribed above; or
  - c. Dedicated clean ballast tanks in lieu of the above.
5. New oil tankers of 20, 000 tons DWT and above engaged in international voyage shall:
  - a. Be provided with segregated ballast tank(s) of adequate capacity so as to allow the ship to operate safely on ballast voyage without recourse to the use of cargo tanks for water ballast.
  - b. Adapt cargo tank cleaning procedures using crude oil washing.
6. An oil tanker operating with dedicated clean ballast tanks shall be equipped with an oil content meter, duly approved by the PCG, to enable supervision of the oil content in ballast water being discharged. The vessels shall further be provided with the following:
  - a. Dedicated clean ballast tank operating manual and
  - b. A supplement to the oil record book in the form specified in Annex II. The supplement shall be permanently attached to the Oil Record Book.

**C. Product Carriers**

1. New product carriers of thirty thousand (30,000) tons deadweight and above shall be provided with segregated ballast tank(s) of adequate capacity so as to allow the ship to operate safely on ballast voyage without recourse to the use of cargo tanks for the water ballast.
2. Existing product carriers of forty thousand (40,000) tons deadweight and shall be provided with segregated ballast tanks, or alternatively operated with dedicated clean ballast tanks equipped with an oil content meter duly accredited by the PCG. Provided that vessels operating with dedicated clean ballast tanks shall be equipped with the following:

- a. Dedicated clean ballast tank operating manual and
- b. A supplement to the oil record book in the form specified (Annex II). The supplement shall be permanently attached to the oil record book.

**VI. PROCEDURE FOR THE APPLICATION OF IOPPC/OPPC:**

A. Shipowners shall forward their applications for the IOPP Certificate in writing to the Commander, Marine Environmental Protection Command (CMEPCOM).

B. Prior to the issuance of the Certificate and before the ship is put on service, an initial survey shall be undertaken by the Coast Guard District or Maritime Safety Officer. In case the Certificate is being issued for the first time, the initial survey shall include a complete survey of the marine sanitation device or sewage treatment plant.

C. After the survey, no significant changes or alterations shall be made in the structure, equipment, fittings, arrangements or materials covered by the survey without written authority from the Commandant, Philippine Coast Guard.

D. CMEPCOM, through AC of S, CG-9, may recommend to the Commandant, PCG the accreditation of classification societies or survey organizations/societies that may conduct the above-mentioned surveys.

E. Vessels found to have complied with the provisions of this Circular shall be issued an IOPP Certificate signed by the Commandant, PCG subject to the condition that periodical surveys shall be conducted every two years. Vessels found to be in order, shall be issued a Certificate of Inspection which shall be carried on board at all times.

F. Intermediate surveys endorsed on the IOPP Certificate shall be conducted every two (2) years from the issuance of the Certificate. Failure to submit the vessel to the periodical survey shall warrant the suspension of the IOPP Certificate.

G. The IOPP Certificate shall have duration of 5 years from the date of issue but can be extended for a period not longer than three (3) months. If they vessel at the time when the certificate expires is not in a port or off-shore terminal subject to the jurisdiction of the Philippines. Provided further that the extension may be allowed only for the purpose of completing its voyage and returning to port for purpose of survey and then only in case where it appears proper and reasonable to do so. Vessels granted an extension shall not, upon its arrival at its homeport or the port where it is to be surveyed, be entitled by virtue of such extension, the right to leave that port without having obtained a new certificate.

H. The Certificate shall cease to be valid: (1) Upon the expiration of the IOPP Certificate, i.e., five (5) years from its approval; and (2) whenever significant alterations have taken place in the system/ equipment without a written authority from the Commandant, PCG.

**VII. PROCEDURES FOR THE APPLICATION OF WAIVERS:**

**A.** Requirement for the Oily Water Separator and Oil Discharge Monitoring System maybe waived provided that all the following conditions are complied:

1. Oily Water Separator
  - a. Vessel is engaged exclusively on voyages within specific areas at regular basis
    - .1 Length of voyage does not exceeded 72 hours.
    - .2 The ship is fitted with holding tank/s of adequate capacity for the retention of oily mixtures on board.
    - .3 All oil bilge water is retained on board for subsequent discharge to reception facilities.
    - .4 The PCG has determined there is adequate reception facilities at the next port of call.
    - .5 Quantity, time and port of the discharge are recorded in the Oil Record Book.
2. Oil Discharge Monitoring System
  - a. Voyage is within 50 miles from the nearest land (reckoned from country's baseline).
  - b. Length of voyage is 72 hours or less.
  - c. Tanker is engaged exclusively in trades between port/terminals within the country.
  - d. Tanker is fitted with a slop tank of adequate capacity to retain all oil mixtures on board for subsequent discharge to reception facility.
  - e. The PCG has determined there is adequate reception facility at the next port of call.
  - f. Quantity, time and port of the discharge are recorded in the Oil Record Book.

**B. Procedure**

1. Application of waiver from using either or both discharge Monitoring Equipment and the Oil Water Separator shall be made in writing and in a letter addressed to the Commander, Marine Environmental Protection of the Philippine Coast Guard. To be attached to the letter is an affidavit undertaking executed by the master of the ship and the vessel owner or charter party, attesting the vessel is in compliance with the requirement of these guidelines and the planned ports of call within the territorial Philippines of said vessel.

2. Within 15 days from receipt of application, the applicant must arrange for an ocular inspection of the vessel applied for and reception facilities in the planned ports of call of the vessel. Expenses for the inspection will determined whether the vessel is in compliance with abovementioned affidavit of undertaking and that the reception facilities on the planned ports of call are adequate and within standards of Annex 1 of MARPOL 73/78, as amended.

3. Within 15 days from the date of inspection the Marine Environmental Research and Development Center shall issue a memorandum of inspection to the Commander, MEPCOM, certifying whether or not the vessel applied for the vessel is in compliance with abovementioned affidavit of undertaking and that the reception facilities in the planned ports of call are adequate and within standards of Annex 1 of MAR4POL 73/78, as amended.

4. Within five (5) days from his receipt of the Memorandum of Inspection, he Commander, MEPCOM shall prepare and request CPCG the issuance of a Certificate of Waiver, or Conditional of Waiver subject to compliance to certain requirements and time period for compliance, or denial of application, provided that in case of denials of application shall be made issued, no re-application may be entertained for a period of one year from date of the denial.

**VIII. FEES:**

IOPPC/OPP Certificate Issuance	-	P 1, 000.00
Issuance of Waiver	-	P 1, 000.00

**IX. PENALTIES:**

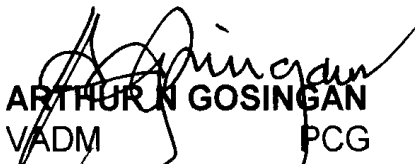
An administrative fine in the amount of (P10,000.00) for every violation of the General Requirements provided in this Circular, without prejudice to the cancellation of the IOPP Certificate.

**X. REPEALING CLAUSE:**

Memorandum Circular No. 09-2001 dated 19 August 2001 is hereby

**XI. EFFECTIVITY CLAUSE:**

This Memorandum Circular shall take effect after fifteen (15) days after publication in the Official Gazette or in the newspaper of national circulation in the Philippines.

  
ARTHUR N GOSINGAN  
VADM PCG  
Commandant, PCG

*Note: Published in the Official Gazette on 30 October 2006*



<b>Headquarters Philippine Coast Guard            139 25<sup>th</sup> Street, Port Area            Manila</b>		
<b>I. OIL RECORD BOOK</b>		
Name of Ship:	Total cargo carrying capacity of ship in cubic meters:	
	Voyage from (Date):	Voyage to (Date):
<b>I. LOADING OF OIL CARGO</b>		
Date and place of loading:	Types of oil loaded:	
Identity of tank(s) loaded	Closing of applicable cargo tank valves and applicable line cut-off valves on completion of loading	
<b>Certification</b>		
The undersigned certifies that in addition to the above, all sea valves, overboard discharged valves, cargo tank and pipeline connections and inter-connections, were secured on completion of loading oil cargo.		
Date of Entry:	Officer in charge:	Master:
<b>II. INTERNAL TRANSFER OF OIL CARGO DURING VOYAGES</b>		
Date of internal transfer:	Identity of tank(s):	
Tank(s) emptied at:	Tank(s) emptied on:	
<b>Certification</b>		
The undersigned certified that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and interconnections, were secured upon completion of internal transfer of oil cargo.		
Date of Entry:	Officer in charge:	Master:
<b>III. UNLOADING OF OIL CARGO</b>		
Date and place of unloading:	Identity of tank(s) unloaded	
Tanks emptied at:	Tanks emptied on:	
Opening of applicable cargo tank valves and applicable line-cut off valves prior to cargo unloading:	Closing of applicable cargo tank valves and applicable line cut-off valves on completion of loading:	

<b>Certification</b>			
The undersigned certifies that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and inter-connections, were secured upon completion of unloading of oil cargo.			
Date of Entry		Officer in charge	Master
<b>IV. BALLASTING OF CARGO TANKS</b>			
Identity of tank(s) ballasted:		Date of ballasting:	
Position of ship at start of ballasting:		Time valves were opened:	Time valves were closed:
Date valves were opened:	Date valves were closed:	Position of ship when valves were opened:	Position of ship when valves were closed:
<b>Certification</b>			
The undersigned certifies that in addition to the above, all sea valves, overboard discharge valves, cargo tank and pipeline connections and inter-connections were secured upon completion of ballasting.			
Date of Entry:		Officer in charge:	Master:
<b>V. CLEANING OF CARGO TANKS</b>			
Identity of tank(s):		Date cleaned:	
Duration of cleaning:		Methods of cleaning:	
<b>VI. DISCHARGE OF DIRTY BALLAST</b>			
Identity of tank(s):		Ship's speed during discharge:	
Date of discharge at sea:		Position of ship when discharge at sea was commenced:	
Date discharge at sea was concluded:		Position of ship at the time discharge at sea was concluded:	
Quantity discharged at sea:		Quantity of polluted water transferred to slop tank(s) (identify slop tanks):	
Date of discharge into shore reception facilities:		Port of discharge into shore reception facilities:	
Was any part of the discharge conducted during darkness?  <input type="checkbox"/> Yes Duration: _____ <input type="checkbox"/> No		Was a regular check kept on the effluent and the surface of the water in the locality of the discharge?  <input type="checkbox"/> Yes When: _____ <input type="checkbox"/> No	

Was any oil observed on the surface of the water in the locality of the discharge?  <input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No	Type of oil observed:
<b>VII. DISCHARGE OF WATER FROM SLOP TANKS</b>	
Identity of slop tank(s):	Time of settling from last entry of residues or time of settling from last discharge:
Date of discharge:	Time of discharge:
Position of ship when discharge was commenced:	Sounding of total contents when discharge was commenced:
Sounding of oil/water interface when discharge was commenced	Sounding of oil/water interface when discharge was concluded
Bulk quantity discharged and rate of discharge:	Final quantity discharged and rate of discharge:
Ship's speed during discharge	Was any part of the discharge conducted during darkness? <input type="checkbox"/> Yes    Duration: _____ <input type="checkbox"/> No
Was a regular check kept on the effluent and the surface of the water in the locality of the discharge?  <input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No	Was any oil observed on the surface of the water in the locality of the discharge?  <input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No
<b>VIII. DISCHARGE OF CLEAN BALLAST CONTAINED IN CARGO TANKS</b>	
Date discharge was commenced:	Position of ship when discharge was commenced:
Identity of tank(s) discharged	Empty tanks at the time of completion
Was any part of the discharge conducted during darkness? <input type="checkbox"/> Yes    Duration: _____ <input type="checkbox"/> No	Was a regular check kept on the effluent and the surface of the water in the locality of the discharge? <input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No



**Headquarters Philippine Coast Guard  
139 25<sup>th</sup> Street, Port Area  
Manila**

**SUPPLEMENT TO OIL RECORD BOOK FOR OIL TANKERS  
OPERATED WITH DEDICATED CLEAN BALLAST TANKS  
OIL RECORD BOOK**

Name of Ship	Distinctive numbers or letters
Total cargo carrying capacity (in cubic meters)	Total dedicated clean ballast capacity (in cubic meters)
Tanks designated to clean ballast tanks and its volume (in m <sup>3</sup> ):	NOTE: The periods covered by the Supplement should be consistent with the periods covered by the Oil Record Book:
<b>I. BALLASTING OF DEDICATED CLEAN BALLAST TANKS</b>	
Identity of tank(s) ballasted	Quantity of clean ballast taken on board
Date water intended for flushing port ballast was taken to dedicated clean ballast tank(s)	Position of ship when water intended for flushing port ballast was taken to dedicated clean ballast tank(s)
Date pump(s) and lines were flushed to slop tank	Position of ship when pump(s) and line were flushed to slop tank
Date when additional ballast water was taken to dedicated clean ballast tank(s)	Position of ship when additional ballast water was taken to dedicated clean ballast tank(s)
Date when valves to cargo tanks were closed	Position of ship when valves to cargo tanks were closed
Date when valve to slop tanks were closed	Position of ship when valve to slop tanks were closed
Date when other valves affecting the clean ballast system were closed:	Position of ship when other valves affecting the clean ballast system were closed:
<b>II. DISCHARGE OF CLEAN BALLAST</b>	
Identity of tank(s)	Date of discharge into sea/reception facility:
Time of discharge into sea/reception facility	Position of ship at the time discharge of into sea/reception facility was commenced
Date of completion of discharge	Time discharge was completed
Position of ship upon completion of discharge	Quantity discharged into sea/reception facility
Was the ballast water checked for oil contamination before discharge?	Was the discharge monitored during discharge by an oil content meter?

<input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No	<input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No	
Was there any indication of oil contamination of the ballast water before during discharge?  <input type="checkbox"/> Yes    When: _____ <input type="checkbox"/> No	Date valves to slop tank and other valves affecting the clean ballast system were closed	
Time valves to slop tank and other valves affecting the clean ballast system were closed	Position of ship at the time valves to slop tank and other valves affecting the clean ballast system were closed	
Quantity of polluted water transferred to slop tank(s)	Identity slop tank(s)	
Date pump and lines were flushed after loading	Position of ship at the time pump and lines were flushed after loading	
<b>Certification</b>		
The undersigned certifies that, in addition to the above, all sea valves cargo tank and pipeline connections and connections between tanks or inter-connection, were secured on the completion of ballasting of dedicated clean ballast tanks.		
Date of Entry	Officer in charge	Master

<b>Headquarters Philippine Coast Guard 139 25<sup>th</sup> Street, Port Area Manila</b>		
<b>SUPPLEMENT TO OIL RECORDS BOOK FOR CRUDE OIL TANKERS OPERATING WITH A CARGO TANK CLEANING PROCEDURE USING CRUDE OIL WASHING</b>		
Name of ship		Distinctive number of letters
Total cargo carrying capacity (in cubic meters)		
Voyage from (Date & Port):		Voyage to (Date & Port)
<b>I. CRUDE OIL WASHING</b>		
Date and time crude oil washing was commenced		Date and time crude oil washing was completed
Port where crude oil washing was carried out of ship's position if done between two discharged berths		Number of machines used
Washing pattern employed		Washing line pressure
Identity of tank(s) washed		Remarks
<b>Certification</b>		
The tanks were washed in accordance with programs given in the Operations and Equipment and confirmed dry on completion.		
Date of Entry	Officer in charge	Master
<b>II. WATER RINSING OR FLUSHING OF TANK BOTTOMS</b>		
Date and time of rinsing/flushing		Position of ship at the time of rinsing or flushing
Identity of tank(s)		Volume of water used
Transferred to: <input type="checkbox"/> Reception facilities Date: _____ <input type="checkbox"/> Slop tanks Date: _____		Identity slop tank(s)
<b>Certification</b>		
The tanks were washed in accordance with programs given in the Operations and Equipment and confirmed dry on completion.		
Date of Entry:	Officer in charge:	Master:

**Headquarters Philippine Coast Guard  
139 25<sup>th</sup> Street, Port Area  
Manila**

**OIL POLLUTION PREVENTION CERTIFICATE**

Name of Ship:		Distinctive Number:	
Gross Tonnage:		Date of building or major conversion contract:	
Type of Ship: <input type="checkbox"/> Crude oil tanker <input type="checkbox"/> Product carrier <input type="checkbox"/> Crude oil/ product carrier <input type="checkbox"/> Others _____		Date on which keel was held as ship was at a similar stage of construction or on which major conversion was commenced:	
IMPORTANT: This IOPP is non-transferable and is subject to Grantee's compliance with the terms and conditions set forth HPCG Memorandum Circular No. _____ dtd _____ and existing regulations. Any violation shall constitute sufficient ground for the automatic revocation of the Certificate, without prejudice to the imposition of appropriate sanctions.			
CERTIFICATE NO:		Issued on:	Expires on:
Issued At:		Commandant, Philippine Coast Guard/Authorized Representative:	



<b>Headquarters Philippine Coast Guard 139 25<sup>th</sup> Street, Port Area Manila</b>		
<b>CERTIFICATE OF INSPECTION</b>		
<input type="checkbox"/> New Applicant <input type="checkbox"/> Intermediate Survey  Date of Last Survey:		
Name of Ship	Distinctive Number	
Name of Shipowner/Representative and Address	Gross Tonnage	
Inspection Proper Checklist		
<b>Part I - All Ships</b>		
1. Oily-water separating equipment (capable of producing effluent with an oil content not exceeding 100 parts per million) <input type="checkbox"/> Yes <input type="checkbox"/> None		
2. Oil filtering system (capable of producing effluent with an oil content not exceeding 100 parts per million) <input type="checkbox"/> Yes <input type="checkbox"/> None		
For ships of 10,000 tons gross tonnage and above:		
3. Oil discharge monitoring and control system <input type="checkbox"/> Yes <input type="checkbox"/> None		
4. Oily-water separating equipment and an oil filtering system (capable or producing effluent with an oil content not exceeding 15 parts per million) in lieu of (a) or (b) above <input type="checkbox"/> Yes <input type="checkbox"/> None		
<b>Part B - Oil Tankers</b>		
1. Carrying Capacity:	2. Deadweight of ship (metric tons):	3. Length of ship (m):
4. Equipped with any of the following <input type="checkbox"/> Segregated ballast tanks <input type="checkbox"/> Cargo tank cleaning system using crude oil washing <input type="checkbox"/> Dedicated clean ballast tanks - Dedicated Clean Ballast Tank Operation Manual		
Place of Inspection:	Witnesses to the Inspection: 1. _____ 2. _____ 3. _____ _____	
Date of Inspection:		
Time of Inspection:		
Remarks:		
Date of next intermediate survey:	Coast Guard District Commander/Maritime Safety Officer:	

