|  |  |
| --- | --- |
| **Date:** | Click here to enter a date. |
| **Company Name:** |       |
| **Vessel Name:** |       | **IMO No:** |       |
| **Person Completing Form:** |       |
| **Forward the completed form and supporting documents to:** **ecm@ecmmaritime.com****.** |

|  |  |
| --- | --- |
| **A.** | **Indicate which plan(s) you would like ECM to prepare for the vessel.**  |
| [ ]  | OPA 90 Tank Vessel Response Plan\* |
| [ ]  | California Tank Vessel Contingency Plan |
| [ ]  | Panama Canal SOPEP (PCSOPEP) |
| [ ]  | SOPEP ***(Check only if you want ECM to prepare and maintain this plan for the vessel.)*** |
| [ ]  | SMPEP ***(Check only if you want ECM to prepare and maintain this plan for the vessel.)*** |
| **B.** | **Identify the vessel’s national oil spill removal organization (OSRO).** |
| [ ]  | Marine Spill Response Corporation (MSRC) |
| [ ]  | National Response Corporation (NRC) |
| **C.** | **Identify the vessel’s salvage and marine firefighting (SMFF) resource provider.** |
| [ ]  | Ardent Americas, LLC |
| [ ]  | Donjon-SMIT, LLC |
| [ ]  | Resolve Salvage & Fire (Americas) Inc. |
| [ ]  | T&T Salvage, LLC |
| **D.** | **Advise if the vessel requires authorization to operate in any of the following remote areas and more information will be provided regarding the compliance requirements.** |
| [ ]  | Western Alaska |
| [ ]  | Guam |
| [ ]  | American Samoa |

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| \***NOTE** | * The OPA 90 TVRP will contain the geographic specific appendices for the COTP zones for authorization to operate in the US east coast, the Gulf of Mexico, the west coast and Honolulu.
 |
| * Authorization to operate in the **Great Lakes** is allowed only for those vessels whose dimensions would allow the vessel to operate in the locks. The maximum size vessel is: LOA - 225.5 m ♦ beam - 23.7 m ♦ draft - 8.08.
 |

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| **Section 1** | **Plan Holder Name – which can be the Owner/Operator/Manager:** |
| **Company:** |       |
| **Address:** |       |
|  |       |
|  |       |
| **Telephone:** |       |
| **24 Hour Telephone:** |       |
| **Fax:** |       |
| **Email Address:** |       |
| **Company personnel: individuals listed in a response plan should be the DPA and the alternate or those that will be involved in an emergency event involving the vessel.** |
| **1.** | **Name:** |       |
|  | **Cell Phone No:** |       |
| **2.** | **Name:** |       |
|  | **Cell Phone No:** |       |

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| Stop Sign | **The pollution prevention plans must contain the 24 hour emergency telephone numbers for all companies identified in the plans for immediate notification of a vessel casualty. ECM maintains the 24 hour telephone numbers for the International Group of P&I Clubs, the International Association of Classification Societies and their emergency response service regarding damage stability. Therefore, it not necessary for you to provide the 24 hour telephone numbers for these agencies. However, we do ask that you provide the 24 hour number for the vessel’s hull underwriter.** |

|  |  |
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| **Section 2** | **Insurers, Class, Damage Stability Contacts**  |
|  |
| **A.** | **P&I Club:** |
| **Company:** |       |
| **B.** | **Classification Society:** |
| **Company:** |       |
| **C** | **24-Hour Contact for the Location of the Shore-based Computerized Damage Stability & Residual Structural Strength Calculations:** |
| **Company:** |       |
| **D.** | **Hull Underwriter:** |
| **Company:** |       |
| **24 Hour Telephone:** |       |

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| **Section 3** | **Location Onboard the Vessel of the following:** |
| **Capacity plan** |  |
| **General arrangement plan** |  |
| **Midships section plan** |  |
| **Cargo & fuel piping plans** |  |
| **Damage stability data** |  |
| **Cargo & fuel stowage plan** |  |
| **Cargo/bunker specifications** |  |
| **Material safety data sheets** |  |

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| **Section 4** | **Vessel Specific Information:** |
| **Vessel Name:\*** |       |
| **IMO Number:** |       |
| **Name of Sister Ship(s):** |       |
| **Former Vessel Name(s):** |       |
| **Flag:** |       |
| **Port of Registry:** |       |
| **Call Sign:** |       |
| **Official Number:** |       |
| **MMSI Number:** |       |
| **Hull Type:** |       |
| **Where Built/Year:** |       |
| **Vessel Type:** |       |
| **Dimensions:** | **Meters:** | **Feet:** |
| **Length Over All:** |       |       |
| **Beam:** |       |       |
| **Draft:** |       |       |
| **Cargo & Fuel Volumes:** | **Cubic Meters:** | **Barrels:** |
| **Total Cargo Volume:** |       |       |
| **Total Fuel Volume:** |       |       |
| **Largest Cargo Tank:** |       |       |

|  |  |  |  |
| --- | --- | --- | --- |
| **Tonnages:** | **Gross:** | **Net:** | **Deadweight:** |
|  |  |  |

|  |  |  |
| --- | --- | --- |
| **Does vessel carry any of the following oils as cargo?**  | **Y** |[ ]  **N** |[ ]
| **\*Types of oil:** | **Cubic Meters:** | **Barrels:** |
| **Nonfloating Oil (NFO)** |  |  |
| **Animal Fats** |  |  |
| **Vegetable Oils** |  |  |
| **Other Non-petroleum Oils** |  |  |

 ***\*Refer to Glossary at the end of this form.***

|  |  |
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| **Section 5** | **Vessel’s Registered Owner:** |
| **Company:** |       |
| **Address:** | See Section 1 above. |

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| **Section 6** | **List and location onboard of response equipment for inclusion in a SOPEP/SMPEP** |
| **ONLY PROVIDE THIS INFORMATION IF ECM IS PREPARING A SOPEP OR SMPEP FOR THE VESSEL** |
| Ships may carry onboard equipment to assist in a pollution response. The SOPEP/SMPEP should indicate an inventory of such equipment. **Please append a full list and the location of spill response equipment carried onboard the vessel.** |

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| **Section 7** | **Additional Documents, Certification Letter(s), Certificates & Drawings Required** |
|  |
| **A.** | **TVRP Checklist:** |
| 1. | USCG Certification Letter (***example found in Section 8***) | [ ]  |
| 2. | General Arrangement Plan | [ ]  |
| 3. | Tank Capacity Plan | [ ]  |
| 4. | SMFF Funding Agreement/Contract | [ ]  |
| 5. | SMFF Certificate of Coverage | [ ]  |
| 6. | SMFF Pre-Fire Plan Acceptability Certificate | [ ]  |
| 7. | Copy of an official document that identifies the vessel by name and IMO No. | [ ]  |
| **B.** | **CATVCP Checklist:** |
| 1. | CA Certification Letter – (***example found in Section 9***)  | [ ]  |
| 2. | CA COFR | [ ]  |
| 3. | Document of Compliance | [ ]  |
| 4. | Safety Management Certificate | [ ]  |
| **C.** | **PCSOPEP Checklist:** |
| 1. | IOPP Certificate (first page only as long as expiration date is included) | [ ]  |
| **D.** | **SOPEP or SMPEP Checklist:** |
| 1. | General Arrangement Plan | [ ]  |
| 2. | Tank Capacity Plan | [ ]  |
| 3. | Layout of Ballast and Bunker Tanks | [ ]  |
| 4. | Fuel Oil Piping Diagram | [ ]  |

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| **Section 8** | **Example USCG Certification Letter** |
| Please transfer the following text onto your company’s letterhead that clearly provides the company’s address and contact numbers. Return the executed letter to ECM for inclusion in the TVRP submission.  |
| **NOTE:** A new certification letter must be provided each time a vessel is added to the plan. |

**EXAMPLE USCG CERTIFICATION LETTER**

Date

COMMANDANT (CG-MER)

Attn: Office of Marine Environmental Response

US Coast Guard STOP 7516

2703 Martin Luther King Jr Ave SE

Washington, DC 20593-7516

**Re: Certification Letter**

To Whom It May Concern:

I certify that this Vessel Response Plan meets the applicable requirements of 33 CFR 155 - *Oil and Hazardous Material Pollution Prevention Regulations for Vessels, Subpart D - Response Plans*. The plan also meets the applicable requirements under 33 CFR 155, Subparts F (animal fats and vegetable oils), and G (non-petroleum oils) for the vessels covered by this plan that are manned vessels carrying oil as a primary cargo. I also certify, in accordance with 33 CFR 155.1025(c) that we have identified and ensured the availability of, through contract or other approved means, the necessary private resources to respond, to the maximum extent practicable, to a worst case discharge or substantial threat of such a discharge from the vessels covered in this plan.

I further certify that this plan meets the requirements in *33 CFR 155 Subpart I – Salvage and Marine Firefighting Regulations*. The 15 listed criteria in 33 CFR 155.4050(b) were considered, to the maximum extent possible, to determine the adequacy of the contracted resource provider(s) identified in this plan.

It is understood that the USCG may request that verification of the process used in determining the adequacy of the contracted resource provider in the event of an incident or during an inspection.

Sincerely,

**NAME OF COMPANY**

Signature

TYPE NAME AND TITLE

|  |  |
| --- | --- |
| **Section 9** | **Example California Certification Letter** |
| Please transfer the following text onto your company’s letterhead that clearly provides the company’s address and contact numbers. Return the executed letter to ECM for inclusion in the CATVCP submission. |
| **NOTE:** The California Certification Letter is only required to be included with the initial plan submission. A new letter is **not** required when adding vessels to an approved plan. |

**EXAMPLE CALIFORNIA CERTIFICATION LETTER**

Date

California Dept. of Fish & Wildlife

Oil Spill Prevention & Response

1700 K Street – Suite 250

Sacramento, CA 94244-2090

**Re: Certification Statement**

To Whom It May Concern:

I certify, to the best of my knowledge and belief, under penalty of perjury under the laws of the State of California, that the information contained in this contingency plan is true and correct and that the plan is both feasible and executible.

We hereby appoint ECM Maritime Services, LLC to act as Qualified Individual and Spill Management Team on behalf of the vessel(s) covered by this plan.

In addition, we appoint ECM Maritime Services, LLC to act as agent for service of process on our behalf as follows:

ECM Maritime Services, LLC

Attn: Mr. Stephen Edinger

1024 Iron Point Road

Folsom, CA 95630

Tel: 1.916.357.6785

Sincerely,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature

Print Name & Title

|  |  |
| --- | --- |
| **Section 10** | **Glossary** |
| Animal fats | Means a non-petroleum oil, fat, or grease derived from animals and not specifically identified elsewhere in the regulations. |
| Heavy oils | Includes all liquid petroleum products, whether refined, unrefined, diluted or weathered, which at any point of its fate, possess an API gravity equal to or less than 20.  This definition includes Dense Nonaqueous Phase Liquids (DNAPL), Diluted Bitumen (Dilbit), LAPIO (Low API Oil), Asphalt and Asphalt Products. |
| Nonfloating Oil (NFO) | While statutory definitions categorize oils in “Groups” by their specific gravity, the risk of nonfloating oils (NFO) is that they can exist in more than one Group. Nonfloating oil is a new term from the USCG whose definition combines Group V oils (specific gravity great than 1.0) with heavy oils. NFOs are defined as all **heavy oils** and **Group V oils** that have the propensity to move below the sea surface either because of their initial densities or because the changes in their densities as a result of weathering or interaction with sediments. Nonfloating oils may be below the water surface, suspended in the water column or deposited on the seabed.  |
| Other Non-petroleum Oils | Means oil of any kind that is non-petroleum based and includes anthracene oil (coal tar fraction), coal tar, coal tar pitch (molten), creosote (coal tar), naphtha: coal tar solvent and polydimethylsiloxane. |
| Vegetable Oils | Means a non-petroleum oil or fat not specifically identified elsewhere in this part that is derived from plant seeds, nuts, kernels or fruits. |
| See the [List of Petroleum and Non-Petroleum Oils](https://homeport.uscg.mil/Lists/Content/DispForm.aspx?ID=376) prepared by the USCG for more information. |