



Vessel & Portable Tank Refuelling Procedure.

The below minimum procedure instructions are taken directly from;

AS1940;2004 The Storage and Handling of Flammable and Combustible Liquids.;

- Section 7; Fuel Dispensing;

Section 7.5 Marine Dispensing - Section 7.5.5 - Instructions. The instructions listed in Table 7.1 shall be displayed in a prominent location where flammable liquid is dispensed.

The following procedure will be distributed to all refuelling facility users, ST George Motor Boat Club marina members and Marina staff.

Refuelling must only be undertaken at the designated fuel berth. No refuelling is to occur at non designated marina berths or public jetties and wharves; Only portable fuel tanks conforming to Australian Standard AS/NZS 2906 shall be used to carry fuel.

1. Before Refuelling;

- Secure the vessel alongside fuel berth & secure at minimum of two points
- Remove all ignition sources from area of refuelling - turn off engines, mobile phones & pilot lights, cut off electric power at main switch, no smoking;
- Check that dispensing point is equipped with fire extinguishers & spill kits before commencing refuelling;
- Put all passengers ashore and clear of refuelling stations;
- Cut off electric power at main switch;
- Ensure all passengers are ashore with only the person in charge of the vessel remaining on-board prior to use of the refuelling facilities;
- If filling a vessel tank, close all hatches and the like to prevent fumes entering the hull and lying in the bilges;
- If filling portable tank, place tank in dedicated bunding between the diesel and PULP fuel bowsers;
- Open pay point door and select correct fuel bowser (unleaded or diesel);
- Make pre-payment at pay point and wait for confirmation of payment;
- Inspect nozzle, hose and associated equipment to ensure in good working order;
- Remove fuel nozzle from cradle and bring the nozzle / hose to the fuel fill point on the vessel;
- Open fuel cap on the vessel's (or tank's) fuel fill point and place fuel nozzle inside fill point; • Slowly squeeze trigger to engage fuel for suitable flow;

2. During Refuelling;

- Maintain contact between the hose nozzle and fixed pipe to prevent static sparks;
- Avoid any spillage, either into the boat or onto water; and Margate Marina.
Refuelling Procedures and Guidelines.
- Carefully monitor filling rate to avoid overfilling (place discharge bucket at overflow point if applicable).

3. After Refuelling;

- Bring nozzle / hose back to fuel station (wind up hose and insert nozzle back into cradle);
- Reinstate fuel tank cap;
- Thoroughly clean up all spills with an absorbent cloth and properly dispose of contaminated waste off the boat (spill kit located in wheelie bin on refuelling pontoon);
- Open all hatches and ventilate the boat. Activate bilge blowers (if fitted) and operate for 3-4 minutes;
- Clean up all spills with an absorbent cloth; open all hatches and openings and leave boat wide open for at least 30 minutes to vent; and
- If fuel is spilled in the bilges or engine bay put a small amount of detergent or washing powder over the area to minimise ignition risks;
- When completely satisfied that the boat is free of fumes, start the engine before allowing passengers aboard.
- Do not discharge any contaminated bilge water overboard.