

## SOP FOR Bunkering at O/A

1. HPCL/IOC has to inform the immigration in writing about the authorized agency appointed by them for the bunkering operation at O/A.
2. The authorized handling agent of the en - route vessel must submit the pre arrival, arrival and departure report to the immigration for maintaining records.
3. The barge deployed for bunkering should submit usual pre arrival, arrival and departure report to the immigration. All the usual immigration procedures will be applicable to the vessels deployed for bunkering.
4. Staff of the HPCL/handling agent if required to go the O/A for the bunkering operation must obtain Immigration permission along with customs, marine police and port authorities before boarding the boat arranged by them to the O/A.
5. The staff other than the handling agent (surveyor) deputed for the bunkering activities should confirm the immigration on completion of bunkering activities.