DEPARTMENT OF ECOLOGY
State of Washington

Oil Transfer Load Plan

Meets preloading and cargo transfer plan requirements of WAC 173-180-230.

Receiving Vessel: _____ **PIC:** _____

Delivering Facility/Barge: _____ **PIC:** _____

Date: _____ **Transfer Location:** _____

Oil Delivery Rate Recommended: _____ Maximum: _____ Topping Off: _____

Types and Volume of All Oil to be Taken: _____

Fill Sequence	ALL FUEL OR CARGO TANKS INVOLVED IN OIL TRANSFER		Product Name	☐ SOUNDING ☐ SIGHT GLASS ☐ ULLAGE		☐ FEET & INCHES ☐ METERS & TENTHS		Percent Full at Planned Final
	Number/Name	Total Capacity Units: _____ @ 100% Full		Starting		Planned Final		
				Sounding	Volume*	Sounding	Volume*	

Person Monitoring Tank Levels*: _____

Person Aligning Valves*: _____

Procedures to regularly monitor tank levels and valve alignments or location where the information can be found:

Notes, special instructions, or procedures:

* These items are NOT required to be on this form but are recommended best practices.

This form must be kept for 30 days following the transfer.

If you need this publication in an alternate format, call the Spills Program at 360-407-7455. Persons with hearing loss, call 711 for Washington Relay Service. Persons with a speech disability, call 877-833-6341.