



**THE REPUBLIC OF LIBERIA**  
**LIBERIA MARITIME AUTHORITY**

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**5 August 2020**

**MARINE OPERATIONS NOTE 02/2020**

**Subject: Authorization to Conduct Ship to Ship Transfer Operations at Sea**

Ref: (a) Maritime Regulation 2.37  
(b) **Marine Notice PL-011**

Dear Shipowners/Operators and Masters,

**Purpose**

This Marine Operations Note provides information to shipowners, operators and masters on the Administration's policy for Liberian registered ships, including Oil Tankers, Combination Carriers, Shuttle Tankers, Chemical Tankers and Gas Tankers, conducting ship to ship transfer operations of petroleum, chemicals and liquified gas cargoes at sea with regard to authorization by the Liberian Administration to conduct such operations.

**Requirements**

Shipowners, operators or masters conducting ship to ship transfer operations (discharging or receiving) of petroleum, chemicals and liquified gas cargoes within the territorial sea or exclusive economic zone of a coastal State, or on the high seas in International waters shall notify the Liberian Administration at [RegsandStandards@liscr.com](mailto:RegsandStandards@liscr.com); and [Compliance@liscr.com](mailto:Compliance@liscr.com) not less than 48 hours in advance of the scheduled STS operations. The notification shall include the information listed below for authorization to conduct the transfer operation. Where, in an exceptional case, all of the information required to be communicated is not available not less than 48 hours in advance, the ship discharging the petroleum, chemical or liquified cargo shall notify the Administration, not less than 48 hours in advance that an STS operation will occur and the information required to be communicated shall be provided to the Administration at the earliest opportunity; but before commencing the STS operation.

The notification specified in the paragraph above shall include at least the following:

1. name, IMO Number and estimated time of arrival of the tankers involved in the STS operations;
2. name and contact details of the owner of the discharging ship;
3. name and contact details of the owner of the receiving ship and destination port of the receiving ship;
4. name and contact details of the cargo owner and charterer;
5. date, time and geographical location at the commencement of the planned STS operations;
6. cargo type, origin and quantity;

7. whether STS operations are to be conducted at anchor or underway;
8. planned duration of the STS operations;
9. identification of STS operations service provider or person in overall advisory control and contact information;
10. if an oil tanker, confirmation that an approved STS operations Plan is on board;
11. If not an oil tanker, confirmation than an STS operations Plan or procedures incorporated into the existing Safety Management System required by chapter IX of the International Convention for the Safety of Life at Sea, 1974, as amended; and
12. also, if the owner of the receiving ship is an entity other than the discharging ships' owner, a confirmation from the owner of the receiving ship attesting to their acceptance of the cargo.

Upon satisfactory review of the information provided, the Administration will issue a letter authorizing the transfer operation.

If you have any questions please contact Regulations & Standards Department at [RegsandStandards@liscr.com](mailto:RegsandStandards@liscr.com); or telephone +1 703 790 3434.

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