



Volunteer Marine Rescue Brisbane Inc

Providing a Safer Marine Environment for Our Community

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Bulk Fuel Installation

1.0 Introduction

This document sets out the procedures to be adopted when refuelling our rescue vessels from the bulk fuel installation. This document not only covers the safety procedures to be adopted when handling fuel, it also covers procedures to be adopted in order to comply with requirements set down by the Environmental Protection Authority and the requirements of the Brisbane City Council who approve such installations. Breaches of any of these requirements may cause VMR Brisbane to lose its authority to operate from a bulk fuel installation.

2.0 References

SOP **VES005** - Refuelling (General)

SOP **VES009** - Refuelling of Sandgate1

3.0 Detailed information

3.1 Bulk Fuel Storage Area

The area bounded by the three chain wire fences and the boat shed is considered to be a secure area. Entry is limited to Duty Crews for the purpose of carrying out their normal duty requirements and for refuelling of the vessels. All other entry is at the discretion of the Management Committee and for specific purposes such as maintaining the area, servicing the fire extinguisher, refuelling of the bulk tank, etc. Other members are not permitted in this area. Storage of any equipment in this area is strictly prohibited. All safety signs abounding this area must be obeyed.

In particular Smoking is Strictly Prohibited.

3.2 Entry into the Secured Area

Entry into the secure area is via the locked gate in the fence adjoining the roadway into the car parking area. Only the "skippers" key will gain entry to this secure area. Authorised persons entering must ensure that this gate is locked after passing through. At no time is this gate to be left unattended and unlocked. All safety signs must be obeyed while in this area.

3.3 Position of Vessel (Prior to Refuelling)

Prior to refuelling, the vessel must be positioned so that the rear of the vessel is on the concrete apron outside the boat shed. ie the filling points on the side decks are not to be within the confines of the boat shed.

The portable BUND provided, is to be removed from its protective bag and placed on the concrete apron, around the rear of the vessel, in a U shape, extending from forward of one side of the vessel, around the stern, to forward on the other side of the vessel so that in the event of a fuel spill any fuel spill will be contained and absorbed before any possibility of spillage into Cabbage Tree Creek.

Ensure that all possible sources of ignition are switch off. This includes boat radios, boat sounder, boat radar, boat engines, mobile phones and pagers.

NOTE: Before continuing with refuelling it is a requirement of Environmental Protection Agency regulations that a drip tray be placed under the fuel tank vents on either side of the vessel to contain any possible spillage from the vents when refuelling. There is a galvanised iron tray (approximately 1000mm x 330mm) provided for each side of the vessel. These trays are painted bright yellow and should be placed on the trolley under each vent in the position indicated by the corresponding bright yellow markings on the trolley.



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3.4 Setting up the Fuel Hoses and Pump

- a) Proceed to the bulk fuel tank. Unlock the security clamp covering the tank isolating valve (skippers key) and place it on the top of the bund wall.
- b) Go to the boat shed and take the end of the hose by the male quick connect coupling and walk towards the fuel tank unrolling the hose off the coil as you walk. Once at the bulk tank, slide back the outer sleeve of the quick connect coupling and insert the male coupling on the hose into the female end of the matching fitting on the tank. Let go of the outer sleeve that will then slide forward thus locking the coupling together.
- c) Turn the lever on the isolating valve at the bulk tank 90 degrees (to be in line with the pipework). This valve is now on and ready for delivery of fuel.

3.5 Delivery of Fuel

Attached to the pump stand in the boat shed there is a green wire with an alligator clip on the free end. This is a "grounding" wire necessary to prevent the build-up of static electricity. The alligator clip must be connected to the steel boat trolley before proceeding any further.

Before attempting any fuel delivery it is necessary to "dip" the vessels tanks to determine the literage of fuel present. This will need to be carried out again after refuelling to calculate the literage used. At this time, fit the fuel spill attachments to the filler points on the vessel.

Take the delivery hose from the hand pump (this is the hose with the nozzle on the end) and insert the nozzle into the fuel filler point on the vessel. Squeeze the handle on the nozzle while a second person rotates the handle on the rotary pump in a clockwise direction, every rotation will deliver one litre. The person on the vessel, with the nozzle, has control of the delivery and must release the nozzle when the tank is full and before overfilling occurs. The second person on the rotary pump may then stop pumping.

3.6 On Completion of Refuelling Process

On completion of the refuelling process, measure and record the literage used on the Operating Record for the vessel then proceed to complete the refuelling process by reversing all previous steps until all hoses are disconnected and stored, the portable bund is repacked and stored, and the installation is back under lock and key as it was when you found it. The vessel can now be housed in the normal manner.

3.7 Emergency

In the event of an emergency involving this fuel installation immediately dial triple zero (Dial 000) and ask for the appropriate department. eg Police, Fire, Ambulance, Environmental Protection Authority and state the nature of the problem.

4.0 Summary

The handling of any fuel can be a dangerous situation, only by following documented guidelines can we be sure that all necessary precautions have been taken and that all the requirements of the EPA and the conditions of our Authority to Operate have been met.

A refuelling emergency or fuel spill caused through failure to take heed of these guidelines may result in prosecution of VMR Brisbane, and/or the person responsible, by a higher authority.