

Coast Guard documents; Self Audit

Facility Security Plan approval date _____ expires 5-years from approval
Expiration _____

Action: if expiring this year, review for data accuracy; submit update 90-days before the expiration.

Facility Response/ OPA-90 approval date _____ expires 5-years from approval
Expiration _____

Action: if expiring this year, review for data accuracy; submit update 90-days before the expiration.

Marine VCS/ Test approval date _____ expires 5-years from last test
(schedule C.E. 3-6 months prior) Expiration _____

Action: if expiring this year, schedule a Certifying Entity inspection, appointment 120-days in advance.

Exemption Letters/Waivers approval date _____ expire 5-years from issue
Expiration _____

Action: if data is still accurate; request renewal 90-days before the expiration.

Letters, Alt. Compliance approval date _____ expire 5-years from issue
(for reduced manning P-I-C) Expiration _____

Action: if data is still accurate; request renewal 90-days before the expiration.

Certificate of Adequacy approval date _____ expires 5-years from approval
(for Oil, NLS, Garbage reception) Expiration _____

Action: if still accurate; complete C of A questionnaire, request renewal 90-days before the expiration.

Dock Line hydro

approval date _____ expires annually

Expiration _____

***Action: schedule maintenance team or contractors to complete 30-days prior to expiration.
Documentation to include pressure gauge calibration documentation.***

Loading Arm/Hoses hydro

approval date _____ expires annually

Expiration _____

Action: schedule maintenance team or contractors to complete 30-days prior to expiration.

Others:

1. Review the most recent P-I-C list (Person in Charge) for accuracy.
2. Verify Operations Manual & Facility Response Plan has correct "Qualified Individual" contact information.
3. Security Plan required documentation: Q1 drill; Q2 drill; Q3 drill; Q4 drill; Annual Exercise; Annual Audit; Annual Training to Operators for content of FSP; FSO qualification diploma.
4. OPA-90 Plan required documentation: Q1 QI notification drill; Q2 QI notification drill; Q3 QI notification drill; Q4 QI notification drill; (2) Semi-annual boom deployment; Annual Exercise; and QI written designation. Documentation of annual training for Operators (CBT, and 2-days).