NON-AUTHORITIVE TRANSLATION

MUNICIPALITY OF ROTTERDAM
MUNICIPALITY OF VLAARDINGEN
MUNICIPALITY OF SCHIEDAM
MUNICIPALITY OF DORDRECHT
MUNICIPALITY OF PAPENDRECHT
MUNICIPALITY OF ZWIJNDRECHT

BUNKERLICENSE
residual fuels and distillates and biodiesel

License reference: BT-2024-0

The Harbourmaster of Rotterdam,
In view of the application of ;
legally represented by;
established in ;
registered with the Chamber of Commerce under registration number;
(hereinafter referred to as "the license holder");

containing the request for an application for a bunkering license for one or more bunker vessels

having regard to:
- Article 8.1 of the Rotterdam Port Bye-laws 2020 in conjunction with Article 5.7(d) of the Rotterdam Mandate, Power of Attorney and Authorisation Decree 2021;
- Article 8.1 of the Vlaardingen Port Bye-laws 2019 in conjunction with the Harbourmaster's Mandate Decree 2013;
- Article 8.1 of the Dordrecht Port Bye-laws in conjunction with Article 4.1(b) of the Decree on the Mandate, Power of Attorney and Authorisation of the Harbourmaster;
- Article 8.1 of the Port Bye-laws Schiedam 2020 in conjunction with Article 3(a) of the Decree on the Mandate, Power of Attorney and Authorisation of the Harbourmaster of the Municipality of Schiedam 2020;
- Article 8.1 of the Port Bye-laws of the Municipality of Zwijndrecht in conjunction with Article 4.1(b) of the Decree on the Mandate, Power of Attorney and Authorisation of the Harbourmaster 2011;
- Article 8.1 of the Papendrecht Port Bye-laws 2020 in conjunction with Article 4.1(b) of the Harbourmaster's Mandate Decree 2011;

also having regard to:
- Regulation (EU) 2017/352 establishing a framework for the provision of port services and common rules on the financial transparency of ports;

decision:
1. to grant a bunker license (hereinafter also referred to as: license) to [name of owner (legal entity)] for the bunker vessel(s):

– Name, ENI;
– Name, ENI.

2. whereas this license is valid from [date application] to 1 January 2030;
3. that the information submitted with the license application is an integral part of this license;
4. whereas this license applies to the bunkering from a ship to a seagoing vessel of residual fuels and distillates (fuel oil and diesel) and biodiesel;
5. to attach the following conditions and restrictions to this license:

Regulations and restrictions

Chapter 1 Definitions

1.1 Definitions

For the purposes of this license, the following definitions apply:

- *blending:* mixing fuels or components thereof with different properties in or on the bunker vessel into homogeneous bunkers that meet a desired quality specification;
- *bunkers:* solid, liquid or gaseous fuels or from any other energy source used for the propulsion of ships or for the general or specific energy ship on board ships;
- *bunkering*: the supply of solid, liquid or gaseous fuels or any other source of energy used for the propulsion of ships and for the general and specific energy ship on board ships;
- *bunker checklist:* checklist as referred to in Article 8.7 of the Port Bye-laws;
- *(electronic) bunker delivery note:* the delivery note established by IMO in MARPOL, Annex VI, paragraph 18.5, and issued by the bunker supplier on which the details of the fuel supplied are given as indicated in Appendix V (latest version) in MARPOL, Annex VI. This can also be in an electronic form (electronic);
- *bunkerform:* form containing information about the quality, quantity and specifications, such as the pour point and flash point of the product to be delivered and agreements between the bunker supplier and the receiving seagoing vessel that must be signed by the chief engineer of the receiving seagoing vessel prior to the delivery of the bunkers (bunker requisition form);
- *bunker captain:* the person who represents the license holder and is responsible for the correct delivery and documentation of the bunkers supplied;
- *bunker supplier:* the person who buys, owns, stores and sells bunkers;
- *bunker operator*: the person who owns or rents the bunker vessel and who actually ensures that the bunker vessel delivers bunkers to the seagoing vessel on behalf of the bunker supplier;
- *bunker surveyor:* a recognised and independent bunker surveyor that works exclusively with calibrated and certified measuring equipment;
- *bunker vessel*: ship used for bunkering;
- *continuous drip sample:* sample taken at regular intervals during the course of the entire (de)bunkering operation or composed of representative samples taken during the entire (de)bunkering operation;
- *debunkering:* the return of solid, liquid or gaseous fuels or any other source of energy used for the propulsion of ships and for the general and specific energy ship on board ships;
- *owner*: the natural or legal person of a bunker vessel as stated in the Community Inland Navigation Certificate for Inland Vessels or in the Certificate of Inspection and registered in the Chamber of Commerce;
- *harbourmaster:* harbourmaster of Rotterdam, employed by the Port of Rotterdam Authority;

- *Port Bye-laws*: Port Bye-laws Dordrecht, Port Bye-laws Rotterdam 2020, Port Bye-laws Schiedam 2020, Port Bye-laws for the Municipality of Zwijndrecht, Port Bye-laws Papendrecht 2020 or Port Bye-laws for Vlaardingen 2019;
- *chief engineer:* the person who is responsible for receiving the bunkers on board the seagoing vessel, or a replacement appointed by him;
- *ISO 8217:* Petroleum products – Fuels (class F) – Specifications of marine fuels;
- *ISO 4259:* Petroleum and related products – Precision of measurement methods and results;
- *ISO 13739:* Petroleum products – Procedures for transfer of bunkers to vessels;
- *quantity:* the correct and agreed number of bunkers delivered to the seagoing vessel determined by calibrated and certified measuring equipment present on board the bunker vessel;
- *quality*: specifications of the bunkers as agreed between the bunker supplier and the buyer/consignee, and which also comply with ISO 8217 (latest version), MARPOL Annex VI, reg 18.3 and SOLAS, Chapter II-2, reg 4;
- *MARPOL*: International Convention for the Prevention of Pollution from Ships, 1973, as amended;
- *measuring equipment:* measuring equipment such as tank level meter (hand measurement or tank radar) or Positive Displacement Meter (PDM) that have been certified and calibrated by a company approved by the Netherlands Measurement Institute (NMI) or comply with the Metrology Act;
- *samples:* samples or samples that are representative of the quality of the bunkers received and delivered;
- *license holder*: the owner of the bunker vessel.

Chapter 2 Bunker license and license holder

2.1 Licensed activities

This bunkering license applies to the transport and delivery of the following fuels (bunkers) designated by the Municipal Executive to seagoing vessels that are used for the propulsion of those ships and for the general and specific energy supply on board those ships:

- residual fuels and distillates (fuel oil and diesel);
- biodiesel.

2.2 Requirements for the license holder

1. The license holder has a Certificate of Good Standing for a Legal Entity (VOG/RP). If the license holder is a natural person, the license holder has a Certificate of Good Standing for Natural Persons (VOG/NP) with screening profiles 36, 37, 38 and 62 or a comparable foreign document if the owner lives abroad.
2. The VOG/RP or the VOG/NP is not older than 3 months when submitting the application for the license.
3. If the license holder is a foreign company that does not have a legal entity in the Netherlands that carries out bunkering activities, the license holder has a document similar to the VOG/RP, which has been issued by a competent authority of the country where its company is located[1] and is not older than 3 months when submitting the application for the license. This VOG/RP or the comparable foreign document must be present at the office of the license holder.
4. The license holder shall ensure that a registration of loading and bunkering is present on each bunker vessel. Registration may also take place digitally. The registration will remain available on board for at least 12 months.
5. The license holder shall ensure that the bunker vessel is equipped with the correct sample bottles and sample container in accordance with Annex N of ISO standard 13739.

[1] For example, for Belgian companies, the Belgian Criminal Record Extract for Companies can be submitted.

6. This bunkering license and any amendments thereto, as well as the weighing slips, tank soundings and completed bunkering registration forms, insofar as applicable to this license, shall be present on board or in the licence holder's office at all times and shall be kept for at least five years.
7. The license holder has:
    a. a quality management system (ISO 9001 or equivalent), in order to guarantee the quality of both the bunkers and the transport, or;
    b. a Bunker manual that is present on board, which describes the procedures for loading and unloading the bunker vessel and how the measuring equipment works, within the set frameworks of the bunker license.
8. The certificates referred to in Article 4.3(c), (d) and (e) shall be available on board the bunker vessel in digital or hard copy.
9. The license holder shall ensure that the crew is adequately trained and has knowledge of the loading and unloading of the bunker vessel and the use of the various measuring equipment.

2.3 Reservations

1. This licence shall apply only to the licence holder and to the bunker vessel(s) referred to above and is not transferable.
2. Without prejudice to the provisions of the third paragraph, this license may be amended or revoked if:
    a. it is necessary to protect safety, order and the environment in the port or the vicinity of the port, as well as to protect the quality of the service;
    b. the license has not been used for a period of one year;
    c. the holder of a licence does not or can no longer comply with the obligations and conditions specified in the licence;
    d. one of the other grounds for revocation from the Port Bye-laws arises, or;
    e. the license holder requests this.
3. The conditions attached to this license may be adjusted ex officio by the harbor master.

Chapter 3 The bunker ship

3.1 Requirements for bunker vessels

1. The bunker vessel shall be equipped with:
    1. sample equipment that complies with the standard set in ISO 13739 (Annex K) for sampling and equipment that is certified for sampling in accordance with the provisions of Annex VI of MARPOL;
    2. tanks that are calibrated and certified;
    3. measuring equipment, which has been calibrated no more than 5 years ago, on the understanding that a measuring tape or measuring stick is calibrated every 12 months. The tape measure and the measuring stick are equipped with a calibration plate and the calibration certificates are (digitally) on board;
    4. an on-board piping system that is equipped with a single standard of connections that comply with the Deutsche Institut für Normung (DIN), the Japan Industrial Standard (JIS) or the American National Standards Institute (ANSI). Other systems are not allowed;
    5. sufficient connectors and gaskets to make a proper connection or connection with other systems as referred to in part d (DIN, JIS or ANSI) or sizes;
    6. certified bunker hoses and their inspection certificates are (in digital form) on board, and;
    7. a piping plan, including an overview of the location of operational seals if these are required to ensure the integrity of the MFM system.
2. Tanks shall be recalibrated after a repair that affect or may affect the specified volume of the tank.

The calibration certificates are (in digital form) on board.

3. It must be possible to measure, weigh and sample the bunkers present in or on a bunker vessel as cargo in a proper manner by means of the measuring equipment and by means of sampling, in accordance with the provisions of ISO 13739 under 7.6 and Appendix J.
4. During tank measurement using manual measurement, the bunker vessel is trimmed straight and does not list, or Trim and List corrections are used, as included in the calibration tables of the bunker vessel.
5. The bunker vessel shall be equipped with sufficient means to clear or contain leaks and spills[2].

3.2 Documentation on board bunker vessels

1. The bunker captain has a Safety Data Sheet and the Certificate of Quality (CoQ) of the substance to be bunkered on board or electronically available before loading at a bunker vessel's terminal.
2. If blending takes place during loading, the Certificate of Quality (CoQ) can be determined later, but in any case before the actual delivery to the seagoing vessel takes place.
3. Prior to bunkering and immediately after bunkering, a measurement report will be drawn up by the bunker captain or bunker surveyor of the tank measurements on board the bunker vessel, containing at least the following items:
    a. tanks used for bunkering;
    b. the tank readings of all tanks before and after delivery, taking into account the remains on board (ROB) of the tanks;
    c. the type of bunkers (type or grade and viscosity) per tank;
    d. sulphur content;
    e. the quantity in m^3 at the current temperature, the quantity at a temperature of 15 °C and the quantity of metric tonnes at a temperature of 15 °C in vacuum, or, if agreed with the receiving party, in air. The ASTM table 54b is used for this;
    f. the average temperature per type of fuel used for bunkering in °C, and;
    g. the type of tank level measurement (tank radar / Positive Displacement Meter (PDM), hand measurement (measuring stick or tape)).
4. The calibration number of the measuring tape or stick used is indicated on the measurement report, the bunker captain ensures that it is correct.
5. Paragraphs 3 and 4 do not apply if the bunkering takes place in accordance with the provisions of Articles 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, paragraph 1(a) and (c), paragraph 2 and 4.7 and the certificates referred to in Article 4.3 sub c, d and e have been submitted to the harbourmaster in advance via bunkering@portofrotterdam.com.
6. With effect from 1 January 2026, paragraphs 3, 4 and 5 only apply to a bunker vessel, being a tanker of type N-open, with a loading capacity of up to 300 tonnes, which is built and equipped for the transport and delivery of ship propellants to other ships as referred to in Article 1.2.1 of the European Agreement for the International Carriage of Dangerous Goods by Inland Waterways (ADN).

As of January 1, 2026:

Hoofdstuk 4 Mass Flow Meter systeem

4.1 Definitions

In this chapter, the following definitions apply:

- *MFM:* a Coriolis mass flow meter as specified in clause 3.25 of ISO 22192:2021;

[2] Using a Shipboard Marine Pollution Emergency Plan can be helpful in this regard. Article 12.4 of the ISGINTT also applies.

- *MFM system:* an MFM system in compliance with clause 3.26 of ISO 22192:2021 and Article X.3;
- *ISO 22192:2021:* International Standard ISO 22192 Bunkering of marine fuel using the Coriolis mass flow meter (MFM) system, 2021 edition;
- *OIML R117:2019:* International Organization of Legal Metrology Recommendation R117:2019 for dynamic measuring systems for liquids other than water;
- *harbourmaster:* harbourmaster of Rotterdam, employed by Havenbedrijf Rotterdam N.V.;
- *bunkers*: residual distillates (bunker oil and diesel) and biofuels;
- *bunkering operations:* bunker delivery from a bunker ship to a seagoing vessel;
- *Measuring Instruments Directive:* Directive 2014/32/EU on the harmonisation of the laws of the Member States relating to the making available on the market of measuring instruments (MID);
- *licence holder:* owner of the bunker ship.

4.2 Scope

1. Bunkers (residual distillates (fuel oil and diesel) and biofuels) are delivered to a seagoing vessel on board a bunker ship using an MFM system suitable for the specific delivery of those bunkers;
2. This chapter does not apply to a bunker ship, i.e. a tanker of type N-open, with a load capacity of up to 300 tonnes, built and equipped for the carriage and delivery of marine propellants to other ships as referred to in Article 1.2.1 of the European Agreement concerning the International Carriage of Dangerous Goods by Inland Waterways (ADN)**.**

4.3 MFM system requirements

An MFM system on board a bunker ship:

a. is a system consisting of the components referred to in clause 3.26 of ISO 22192:2021;
b. meets the requirements of the Metrology Act in conjunction with the Measuring Instruments Directive and the OIML R117 2019 edition;
c. is certified and placed on the market by an accredited body referred to in Article 27 of the Measuring Instruments Directive for ANNEX VII (MI 005) as a continuous bunker measurement system installed on a vessel intended for the supply of fuel;
d. is certified by an accredited body as referred to in Article 27 of the Measuring Instruments Directive for ANNEX VII (MI 005) as the "Bunker Metering System", and;
e. is equipped with a certified storage device (memory device/data logger) in accordance with OIML R117:2019 or a device with software certified in accordance with 'WELMEC Guide 7.2', extension L for measurement data storage, and for which all data generated by the MFM system must be available to the Antwerp-Bruges Harbourmaster/Harbourmaster's Office and the receiving party or its representative for at least three months.

4.4 Inspection procedure

1. The MFM system is required to undergo an annual inspection.
2. During inspection, the MFM system shall undergo zero verification as described in Annex D of ISO 22192:2021, with the understanding that "accredited body" as mentioned in D.6 is the harbourmaster/Harbourmaster's Office of Antwerp-Bruges.
3. The zero point verification shall fall within the requirements stated in Annex D of ISO 22192:2021 and the zero verification is valid for a maximum of 1 year.
4. This inspection shall be carried out by a party appropriately accredited for MFM systems under either ISO 17020, ISO 17025 or ISO 17065.
5. The zero point verification and the accreditation of the verifier referred to in the third paragraph shall be documented by the licence holder on board the bunker ship concerned.
6. Copies of the corresponding certificates shall be shared with the harbourmaster/Harbourmaster's Office of Antwerp-Bruges without delay.
7. An MFM system shall not be used in the event that the zero verification does not meet the

requirements in Annex D of ISO 22192:2021

4.5 Operational conditions for the use of the MFM system

1. Bunkering operations shall comply, in terms of safety, health and environment, with the general requirements set out in clause 4 of ISO 22192:2021 and its Annex A, where instead of the bunker checklist listed in Annex L, the ISGOTT bunker checklist should shall be used.
2. Both the documentation required and the procedures to be followed for the entire bunker operation shall comply with the requirements set out in clause 9 of ISO 22192:2021 and its annexes, with the exception of clauses 9.1, 9.3, part g of 9.4.2, 9.6.4.3, 9.7.1.3, 9.7.2.12, with the proviso that:
   a. clause 9.4.1.2 and Annex O apply only as far as the delivered bunkers are concerned;
   b. in clause 9.4.1.4, the "accredited body" is the harbourmaster/Harbourmaster's Office of Antwerp-Bruges;
   c. in clause 9.4.1.5, the "accredited body" is the harbourmaster/Harbourmaster's Office of Antwerp-Bruges;
   d. in clause 9.6.1, the reference to clause 5 does not apply;
   e. in clause 9.6.2 and 9.6.3.5.1 instead of the bunker checklist listed in Annex L, the ISGOTT bunker checklist shall be used.
   f. clause 9.7.1.5 only as far as supplying bunkers to seagoing vessels is concerned.
   g. in clause 9.8.3 part a, at the time a bunker ship does not have an IMO number the ENI number shall be included on the bunkering metering ticket.
3. The licence holder is responsible for ensuring that the bunker ship's crew has sufficient knowledge to properly carry out bunkering operations using an MFM system and to comply with the regulations imposed in this licence.

4.6 Reporting obligation and suspension of licence in case of non-compliance with licence conditions

1. In the event that the conditions of this chapter and the mandatory clauses and Annexes of ISO 22192:2021 are not met:
   a. this must be reported immediately to the harbourmaster/Harbourmaster's Office;
   b. new bunkering operations are prohibited unless a requested exemption has been granted by the harbourmaster/Harbourmaster's Office.
   c. an already started bunkering operation must be halted and said ongoing bunkering operation can only be resumed under the conditions that an alternative measurement method is used and there is written agreement from the receiving seagoing vessel on the resumption of the bunkering operation and the use of an alternative measurement method; 2. In the event of a quantity dispute, without prejudice to the provisions of clause 9.9.2 of ISO 22192:2021, the harbourmaster/Harbourmaster's Office shall be notified immediately.

4.7 Required documentation

For the purpose of the licence, the required documentation of Article X.3, X.4 and X.5 will be accepted both digitally and hard copy.

4.8 Entry into force

This chapter enters into force on 01 January 2026.

Chapter 5 Bunker Captains

5.1 Requirements for the bunker captain

1. The bunker captain keeps track of the loading and bunkering operations in a logical and clear

manner in a form-free registration, which contains the following correct data with regard to the bunkers:

a. date and time of reception and delivery of the bunkers;
b. substance name and type, quantity, tank numbers and loading location of the bunkers;
c. substance name and type, quantity, tank numbers and delivery location of the bunkers;
d. (copies) of documents of proof of receipt and delivery of the bunkers;
e. registration of internal tank transfers or over-pumping that have taken place in or on the bunker vessel;
f. all samples with the seal numbers of the seals affixed to the samples that took place during the loading and delivery of the bunkers;
g. any disputes between the receiver and the bunker supplier (letters of protest), and;
h. cleaning operations of the cargo tanks.

2. Any Letters of Protest offered are signed by the bunker captain. These are also mentioned on the BDN.
3. Spills shall be reported immediately to the harbourmaster.
4. The bunker captain shall ensure that:
   a. before bunkering, all draining points, connections or inspection ports, which are not used for delivery, between the Positive Displacement meter or MFM, as referred to in Article 4.1, and the bunker connection to the bunker vessel are closed or blinded and, where possible, sealed;
   b. during bunkering, no internal pumping takes place on board the bunker vessel, unless this has been agreed in writing between the bunker captain and the chief engineer or that this is necessary to protect the safety, crew, bunker vessel and environment in the port or the vicinity of the port;
   c. throughout the bunkering, the pumping speed or pressure and the temperature remain within the agreements made, as recorded in the bunker form;
   d. during bunkering, the bunker measurement system is not or cannot be manipulated;
   e. if valves of both parties are operated during bunkering that may affect the bunkering process, this must be communicated in advance with the receiving seagoing vessel;
   f. during bunkering, the composition of the bunkers to be supplied is no longer changed (blending) unless this is expressly licensed in writing by the competent authority;
   g. if the receiving seagoing vessel requests to stop pumping (as recorded on the bunker checklist), this is immediately complied with, and;
   h. if the bunker vessel requests to stop bunkering, this is immediately communicated to the receiving seagoing vessel.
5. When the bunkering operation is completed, the bunker captain shall ensure that the contents of the entire pipework from the bunker hose are sufficiently emptied, by safely emptying the pipework and the bunker hose in the bunker tanks of the receiving seagoing vessel, or that the pipework and the bunker hose in the bunker vessel have been emptied into the bunker vessel.

5.2 Operational reporting and registration

1. The license holder shall ensure that:
   a. the bunker operator operating the vessel has an account with Portbase so that the Bunkering Notification as referred to in Article 8.9 of the Port Regulations can be made by the bunker captain;
   b. the bunker vessel has an account with Portbase for the Portbase Bunkers Reporting application so that the Bunkering Notification can be made.
2. The license holder shall provide the following information about the bunker vessel to the harbourmaster:

a. name of the vessel and European Number of Identification (ENI number);
b. Certificate of Inspection or Community Inland Navigation Certificate for inland waterway vessels;
c. ADN Certificate of Approval;
d. name of contact person, Economic Operators Registration and Identification number (EORI number for the purpose of the Customs notification) and telephone number of the bunker supplier.

3. Before commencing the bunkering to a seagoing vessel, the bunker captain shall report the following information to the harbourmaster via the Portbase Bunkers Reporting application:
   a. the name and licence number of the licence holder;
   b. the identity of the bunker vessel (at least name and ENI or IMO number);
   c. the identity of the seagoing vessel receiving the bunkers (at least name and IMO number);
   d. the visit number of the seagoing vessel (UCR number);
   e. the berth of the seagoing vessel;
   f. the types and quantities of bunkers intended for the seagoing vessel;
   g. the bunker supplier of the bunkers, and;
   h. the date and time of the start and the expected end time of the bunkering at the seagoing vessel in question.
4. During bunkering, the bunker captain shall report to the harbourmaster an adjusted end time of the bunkering to a seagoing vessel if it deviates from the expected end time by more than 30 minutes.
5. Immediately after the bunkering has been completed, the bunker captain shall notify to the harbourmaster the actual end time[3] of the bunkering operation to a seagoing vessel.
6. The notification shall be reported to the harbourmaster electronically, via the Portbase Bunkers Reporting application or any other method specified by the harbourmaster.
7. After the delivery of bunkers to a seagoing vessel, the bunker captain shall draw up an (electronic) bunker delivery note on behalf of the bunker supplier in accordance with Article 18.5 of MARPOL Annex VI.

5.3 Bunker surveyor

1. If a bunker surveyor is appointed for a bunkering operation, the bunker captain shall provide the bunker surveyor access to the bunker vessel.
2. The bunker captain will facilitate the bunker surveyor during the entire bunker or debunker process. Facilitation is the provision of cooperation requested by the bunker surveyor for taking correct and accurate measurements of the cargo of the bunker vessel and providing insight into the calibration tables and certificates of the measuring equipment and the ASTM 54 B tables in order to calculate a good and correct measurement on board the bunker vessel. The bunker surveyor also shall have insight into the piping plan, so that he can check where possible valves may be blocked, or where there are pipes that may not be visible on deck (so-called "sub-pipelines"), in order to determine whether and how much cargo may have been left behind if there is a discrepancy, and/or to be able to take additional measures if necessary, including the placement of operational seals, in order to be able to make a correct measurement/calculation.

Chapter 6. Sampling

6.1 Requirements for sampling at terminals

[3] Bunkering end time: The time at which the bunker operations by the bunker captain with regard to that seagoing vessel has been stopped in such a way that the seagoing vessel can or could leave safely.

1. Sampling equipment and bottles shall be used during the loading of the bunkers which comply with the standards set out in ISO 13739 (Annex K and N) and which are also certified for taking a sample in accordance with the requirements of MARPOL Annex VI.
2. In consultation with the terminal where loading is taking place, the bunker captain shall ensure that a representative continuous drop of sample is taken on board the bunker vessel or on the jetty during the entire loading, with the contents of the cubitainer being added proportionally in relation to the quantity loaded.
3. The loading sample shall be taken as close as possible to the connection between the terminal and the bunker vessel. The loading samples are sealed and the seal numbers are mentioned in the loading/unloading agreement. The loading samples are stored for at least 6 months.
4. If it is not possible to take the loading sample due to circumstances, this shall be noted with reasons in the registration as referred to in 5.1, paragraph 1. If an agreement has been drawn up between the bunker supplier and the bunker operator stating in writing that taking a sample is not necessary, a copy of that agreement will be added to the (electronic) bunker delivery note.

6.2 Requirements for sampling during bunkering of seagoing vessels

1. Sampling shall be carried out using sampling equipment and bottles that comply with the standards set out in ISO 13739 (Annex K and N) and that are also certified for taking a sample in accordance with the requirements of MARPOL Annex VI.
2. Sampling takes place in accordance with the provisions of ISO standard 13739, article 9.2.2. via continuous drip sampling.
3. The samples are sealed and the seal numbers are stated on the (electronic) bunker delivery note.
4. If the receiving seagoing vessel places a counter-seal, these numbers are also stated on the (electronic) bunker delivery note.

Chapter 7. Blending and debunkering

7.1 Blending

Blending bunkers on board a bunker vessel during delivery to a seagoing vessel is not permitted, unless this is licensed on the basis of national and international regulations or on the basis of the agreement with the seagoing vessel.

7.2 Debunkering

1. Before commencing debunkering shall:
   a. the debunker application form[4] completed fully and truthfully and reported to the Harbour Coordination Centre (HCC);
   b. one or more samples of the bunker tank(s) intended to be de-bunkered, labelled and registered on the debunkering checklist;
   c. the sampling procedure carried out in accordance with the provisions of Article 6.2.;
   d. the debunkering checklist completed, and;
   e. the start and expected end time of the debunkering reported to the Harbour Coordination Centre (HCC).
2. During debunkering, a composite sample shall be taken, labelled, recorded on the debunkering checklist and kept on board the bunker vessel or an ashore storage facility set up for that purpose for at least six months.
3. Copies of the debunker application form and the de-bunker checklist are available (digitally) on board the issuing seagoing vessel and the receiving bunker vessel.

[4] The debunker form can be requested via https://www.portofrotterdam.com/sites/default/files/de-bunkering-request.pdf

4. The notification as referred to in 7.2, paragraph 1, part e, shall be made to the Harbour Coordination Centre via hcc@portofrotterdam.com.

Chapter 8 Disputes and complaints

8.1 Dispute and complaints hotline

1. In the event of disputes or complaints regarding the quality and quantity of the bunkers or other matters relating to the bunkering that have been recorded in a Letter of Protest, these letters must be reported by the license holder in combination with relevant documents that substantiate the nature of the dispute and/or complaint, in a manner determined by the harbourmaster or by means of a form established by the harbourmaster. The form should be sent to: bunkering@portofrotterdam.com with all relevant documents attached to the report, including the issued Letters of Protest.
2. The notification shall be made within a period of:
   - 24 hours after delivery of the bunkers in the event of a dispute or complaint about the quantity of the bunkers;
   - 14 days after delivery of the bunkers in case it concerns a dispute or complaint about the quality of the bunkers.

Rotterdam, dd mm 2024.

On behalf of:

1. the Board of Mayor and Aldermen of Rotterdam,
2. the Board of Mayor and Aldermen of Schiedam,
3. the Board of Mayor and Aldermen of Vlaardingen,
4. the Board of Mayor and Aldermen of Dordrecht,
5. the College of Mayor and Aldermen of Zwijndrecht,
6. the College of Mayor and Aldermen of Papendrecht,

the harbourmaster of Rotterdam, employed by the Port of Rotterdam Authority,

R.J. de Vries