

Local Notice to Mariners

Number 10 of 2025

01/01/2025

‘Bulk Liquids Transfer Request’ Form - Western & Eastern Docks, Dubai Ports World (Southampton) Container Terminal

1. **NOTICE IS HEREBY GIVEN** that that all Masters, Contractors and Agents must ensure that a [‘Bulk Liquids Transfer Request’ Form](#) is submitted and approved by the Harbour Master’s Office prior to commencing any ‘bulk transfer of liquids’ from or to a road bowser at any vessel berthed in the Western Docks, Eastern Docks or at Dubai Ports World (Southampton) Container Terminal.
2. A [‘Bulk Liquids Transfer Request’ Form](#), with Part A completed, must be sent to and approved by VTS Southampton at least 12 hours before transfer operations commence. Details on the Form should include how many road bowsers are expected to be involved in the delivery/collection, with vehicle registration number when possible. If approval is given, the form will be signed by an ABP authorised person and returned.
3. Confirmation that the Safety Check List, Part B, has been completed must be given to “Southampton VTS” on 02380 608208, immediately before any transfer commences. In addition, “Southampton VTS” are to be notified on completion of bulk liquids transfer.
4. In the event that permission is not granted then the Master / Contractor / Agent will be advised and the Request Form will be returned and endorsed ‘Permission Refused’ detailing the reason(s) for refusal.
5. For the purpose of this Notice the term ‘Bulk Liquids’ includes any liquid in bulk, for example, bunkers, lub oil, black water, bilge slops. This list is not exclusive.
6. For the purpose of this Notice, the term ‘dock estate’ in Southampton Harbour Byelaws 2003 Byelaws Nos 36, 40, 42 and 47,’ refers to the berths described in Paragraph 1.
7. Masters, Contractors and Agents of vessels at berths within the Southampton Harbour Authority’s area should also advise VTS, for information only, when bulk transfers of liquids by road bowser are due to be undertaken. No formal approval will be required from VTS, other than for transfers at the berths described in Paragraph 1 above, and acknowledgement will be by return of the unsigned Form.
8. On exit from the port, road tankers are obliged to stop at the dock gate and provide a copy of the fuel transfer receipt to be scanned for billing purposes. Cargo dues apply as per the Southampton Port Tariff, page 13, Miscellaneous Charges section 2.
9. In Part A of the form please can you ensure the following fields are completed:
 - a. Invoice email address
 - b. Contact email address
 - c. Company registration number
 - d. Contact phone number

**Steven Masters,
Harbour Master**