

U.S. DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD	Oil and Hazardous Materials Transfer Procedures	OMB No. 1625-0030 Exp: 03/31/2014
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Who must comply?	Operators of certain vessels.
What is this collection about?	This information is used by the crewmembers of a vessel with a capacity of 250 or more barrels of oil or hazardous material. Written transfer procedures describe the transfer system and safety procedures for transfers: (1) to and from the vessel, and (2) from tank to tank within the vessel. Vessel crewmembers are required to follow the vessel's transfer procedures each time a transfer occurs.
Where do I find the requirements for this information?	Title 33 CFR Part 155, is available at— http://ecfr.gpoaccess.gov , select TITLE 33 – NAVIGATION AND NAVIGABLE WATERS, and follow to Part 155.
When must information be submitted to the Coast Guard?	The information is not submitted to the Coast Guard (CG), rather it is developed and maintained onboard the vessel. However, the transfer procedures must be made available for inspection by the CG whenever a vessel is in operation.
How is the information submitted?	Information is not submitted. It must be maintained— <ul style="list-style-type: none"> • Legibly printed in a language or languages understood by personnel engaged in transfer operations; and • Permanently posted or available at a place where the procedures can be easily seen and used by members of the crew when engaged in transfer operations.
What happens when complete information is received?	This information will be verified during normal CG inspections. No specific documentation will be issued by the CG.
For additional information, contact--	Your local CG Sector Office. <ul style="list-style-type: none"> • A list of Coast Guard sectors, as part of a comprehensive list of Coast Guard units, can be found at http://www.uscg.mil/top/units/.

An agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number.

The Coast Guard estimates that the average burden for this report is about 30 minutes. You may submit any comments concerning the accuracy of this burden estimate or any suggestions for reducing the burden to: Commandant (CG-CVC), U.S. Coast Guard Stop 7501, 2703 Martin Luther King Jr Ave SE, Washington, DC 20593-7501 or Office of Management and Budget, Paperwork Reduction Project (1625-0030), Washington, DC 20503.