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| U.S. DEPARTMENT OF HOMELAND SECURITYU.S. COAST GUARD | Oil and Hazardous Materials Transfer Procedures | OMB No. 1625-0030Exp: 01/31/2025 |

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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—<https://www.eCFR.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—* 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.
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| **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. * A list of Coast Guard sectors, as part of a comprehensive list of Coast Guard units, can be found at <https://www.uscg.mil/Units/Organization/>.
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