



STEAMSHIP MUTUAL

To the Members

June 07

Dear Sirs,

**"A Guide for correct entries in the Oil Record Book"**

Port State Control authorities are taking an increasingly rigorous approach to their review of ship-board records concerning the management of oil and oily water, and Members will be aware of the very severe consequences and penalties that can arise when irregularities are detected. In order to avoid potential difficulties in this area, it is not only essential that correct procedures are followed, but also that accurate records are maintained in the oil record book.

To assist in this process, in November 2004 the Managers provided all Members with a complimentary copy of Intertanko's publication "A Guide for correct entries in the Oil Record Book". The first edition of that booklet has been revised, and because of the continued importance of this topic, the Managers and the Ship Safety Trust, are pleased to enclose with this letter a complimentary copy of the revised edition.

The Managers' London Representatives should be contacted if any assistance is required in purchasing additional copies of this publication, or if any further information on this subject is needed.

Yours faithfully,

THE STEAMSHIP MUTUAL UNDERWRITING  
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