

(Revision 3)

## Terms of Reference for the Bunker Sub-Committee (BSC)

| Revision History |                   |  |
|------------------|-------------------|--|
| Revision Number  | Date              | Purpose  |
| Rev.1            | 2 September 1998  |  |
| Rev.2            | 13 September 2018 | Bring clarity to the provisions relating to Membership.<br>Reflect the pressing issues arising from IMO concerning MARPOL Annex VI.<br>Achieve consistency with other Committees' ToRs.<br>Clarify the Chairman's term of office. Approved at ISTE C 54. |
| Rev.3            | 3 March 2021      | Reflect the decision made at BSC 43 and approved by ISTE C 56 that BSC may have two Vice Chairs.   |

The INTERTANKO Bunker Sub-Committee's aim is to foster INTERTANKO Members' interests and give guidance in relation to issues concerning bunkers, their purchase, sampling, testing, quality, shipboard use and verification by authorities.

### **1. Aims**

- a) Seek to encourage better understanding of bunker related issues for the membership.
- b) Give guidance to the INTERTANKO secretariat, so as to enable the promotion of the interests of Members with regard to bunker issues.
- c) Provide Members with guidance on regulatory issues arising from IMO, EU and elsewhere and represent Members' positions as appropriate.

### **2. Membership**

2.1 The Bunker Sub-Committee is a closed forum, however, participation from a wide cross-section of the industry is encouraged.

2.2 The Secretariat is to maintain a record of Members' attendance at meetings. Repeated non-attendance may result in removal from the Sub-Committee.

In addition, an appropriate number of fuel sampling and testing organizations should be invited to participate in the work of the Sub-Committee as principal technical advisors.

2.3 The Subcommittee members' term is two years which can be extended for another two years, unless other reasons apply and are approved by ISTEK.

#### 2.4 Geographic representation

To the extent possible, the Subcommittee membership should be comprised of members with a good geographical spread.

#### 2.5 Alternates

A Subcommittee member may, on occasion, be represented by an alternate from his company.

2.6 Membership on the Subcommittee rests with the individual, not the company that the individual works for.

2.7 Where it is considered that the Sub-Committee is lacking in certain areas, the Chairman may invite Observers to the meetings who are deemed best suited to bring the necessary expertise to the Sub-Committee.

2.8 Members of the INTERTANKO's Safety, Technical and Environmental Committee (ISTEK) are free to attend the meetings of the Sub-Committee, should they so wish, subject to prior notification to the Sub-Committee.

### **3. Chairman and Vice Chairman**

The Chairman should be nominated by BSC and approved by ISTEK.

The Chairman's term of office is two-years which can be extended for another two years, unless other reasons apply which are approved by ISTEK.

BSC may elect two Vice Chairmen who will support operation of the Sub-Committee.

### **4. Meetings**

As a general rule, the Sub-Committee should meet twice a year.

### **5. Terms of Reference**

The Terms of Reference for the-Sub-Committee shall be approved by ISTEK.

### **6. Secretarial Work**

The INTERTANKO Secretariat undertakes the secretarial and administrative tasks for the Sub-Committee.

## 7. Reporting

The Chairman should ensure that a record of discussions and recommendations of the Sub-Committee is maintained and post-meeting follow-up actions are taken, providing guidance to the Secretariat as appropriate.

The Chairman should report the Sub-Committee's activities to ISTECS, liaising with the Secretariat, and seek guidance from ISTECS on matters that are of concerns to the INTERTANKO membership.

• • •