



# DESIGNATED PERSON SURVEY

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## PLEASE HELP US TO ASSIST YOU IN THE EVENT OF A SPILL

ITOPF is a not-for-profit organisation established on behalf of the world's shipowners and their insurers to promote effective response to marine spills of oil, chemicals and other hazardous substances. Technical services include emergency response, advice on clean-up techniques, pollution damage assessment, assistance with spill response planning and the provision of training and technical publications. Full details can be found on ITOFF's website at [www.itopf.com](http://www.itopf.com).

ITOPF's Members comprise the owners and bareboat charterers of the world's oil and chemical tank vessel tonnage and so it is extremely rare for any such ship engaged in international trade not to be entered with ITOFF. ITOFF Associates comprise the owners and bareboat charterers of all other types of ship. This reflects ITOFF's important role in responding to bunker spills from non-tankers.

ITOPF's spill response services are freely available to Members and Associates but this is not always fully appreciated by those within the shipowning companies who would be in the frontline at the time of an incident. ITOFF is therefore keen to raise awareness of its services within the technical departments of its Members and Associates and their ship management companies.

One key group of individuals with whom ITOFF would like to establish a closer relationship are companies' **DESIGNATED PERSONS**, who, under the International Safety Management (ISM) Code <sup>\*</sup>, are responsible for monitoring safety and pollution prevention aspects of the operation of their ships and ensuring that adequate resources and shore based support are applied, as required. As a first step in this process we would invite all Members and Associates to provide contact details of their **DESIGNATED PERSON**, or **PERSON SPECIFICALLY RESPONSIBLE FOR OIL SPILL RESPONSE**, using the form that can be found on the next page.

When the contact details of such persons are received each identified individual will be sent a copy of the latest ITOFF annual Handbook and other relevant publications. All names will also be added to a mailing list so that they automatically receive future issues of the Handbook and other technical publications.

*\* Compliance with the ISM Code became mandatory for passenger ships, high speed craft, oil tankers, chemical tankers, gas carriers and bulk carriers on 1 July 1998, and applied to other cargo ships from 1 July 2002.*

**Your help in this matter would be much appreciated.**

For further information on ITOFF please visit our website at [www.itopf.org](http://www.itopf.org).

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1. ARE YOU A "DESIGNATED PERSON" AS DEFINED UNDER THE ISM CODE? YES/NO
2. ARE YOU RESPONSIBLE FOR OIL SPILL RESPONSE? YES/NO

## DESIGNATED PERSON'S DETAILS

NAME	
POSITION /JOB TITLE	
COMPANY NAME	
ADDRESS	
STREET	
TOWN/CITY	
STATE	
POSTCODE	
COUNTRY	
TELEPHONE	
MOBILE	
FAX	
E-MAIL ADDRESS	
WEBSITE	

Please provide a list of the vessels for which you are responsible using BLOCK CAPITALS:

Please return this form to [DPA@itopf.org](mailto:DPA@itopf.org)

Alternatively, you can complete this form online by visiting:  
<http://www.itopf.org/information-services/DPA/>

Visit our website [www.itopf.org](http://www.itopf.org)  
& download additional copies of the ITOPF handbook & other ITOPF publications

ITOPF wishes to thank you for taking the time to help with this survey