**Appendix E: Fuel Records and Forms**

1. **Daily Fuel Quality Check and Delivery Coupon**

Helicopter Operator:

Name of rig/platform\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Tank serial nr. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Daily contamination checks performed at time\_\_\_\_\_\_\_\_\_\_\_\_\_ Fuel installation inspected at date\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tank: Filter: Filter monitor: Hose end: (Y = O.K.): Name/Sign H.L.O.:

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| --- | --- | --- | --- | --- | --- | --- | --- |
| TIME | Helicopter Company | Sample  Before | Pressure Differential Readings | Counter  After | Liters of  fuel taken | Sign  H.L.O. | Sign  Helicopter Captain |
| Registration | After | Before |
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ROUTING on board in file / helicopter operator / company

2. **Filtration Equipment Pressure Differential and Throughput Record**

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| NOGEPA Standard 100 | | | | | | | | | | | | | | | | **Filtration Equipment Pressure Differential and Throughput Record** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |
| Offshore helicopter fuel systems | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |
| Installation: | | | | | | | | | | | | | | | | | | Type/Model: | | | | | | | | | | | | | | | | | | | | | Date elements installed: | | | | | | | | | | | | | | | | | | | | |
| Serial no: | | | | | | | | | | | | | | | | | | | | | Maximum rated flow rate: | | | | | | | | | | | | | | | | | | | | |
| Grade: | | | | | | | | | | | | | | | | | | Elements 1st stage: 2nd: | | | | | | | | | | | | | | | | | | | | | Weekly check flow rate: | | | | | | | | | | | | | | | | | | | | |
| Cumulative  total (000s) | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Weekly throughput  (oos) | Brought FWD |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  | Carried FWD |
| Date |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  |  |  |  | |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| Pressure Differential – psi (lbs /inch2) | 24 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 22 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 20 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 18 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 16 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 14 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 12 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 10 |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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3. **Fuelling System Tank Log Sheet**

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| NOGEPA Standard 100 | Fuelling System Tank Log Sheet | |
| Offshore Helicopter Fuel Systems |
| Tank No: | Unit: | Rig/Platform: |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Date | Aircraft Reg. | Name of Customer |  | Meter readings deck | | | Total Issues | Date & Stock commencing | Hose end or filter sample | Operator or HLO | Diff Pressure reading | Time | Signature of Pilot for acceptance |
| P | C | S |
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Expand days as required...

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| **Total** | | | | |  |  | **Litres** | | | | |

Symbols: P= paper (water finding) C= Detector Capsule S= Sediment

4. **Helicopter in flight fuelling incident report**

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| **NOGEPA Standard 100** | **Helicopter in flight incident report**  **Fuelling System** | |
| **Offshore helicopter fuel systems** |
| **Date of Incident:** | | **Platform or Rig:** |
| **Helicopter** | | |
| 1. Helicopter Operator. | |  |
| (2) Helicopter Type and Registration. | |  |
| (3) Nature of incident. (Give fullest possible details  here or attach on a separate form). | |  |
| (4) Destination and flight number. | |  |
| (5) Date and time of departure. | |  |
| (6) Date, time and place of incident (if known). | |  |
| (7) State:  (a) Point at which helicopter last fuelled before incident.  (b) Helicopter’s previous port of call. | |  |
| **Aviation Fuel *(delivery to helicopter)*** | | |
| (8) State quantity of aviation fuel supplied to  helicopter. | |  |
| (9) State when system last tested for water before  time of incident and results of test. | |  |
| (10) Confirm daily retention sample retained. | |  |
| (11) State if tank replenished since delivery and if so quote quantities (bulk system only). | |  |
| (12) Give details of helicopter fuelled from system  before and after fuelling in question. | |  |
| (13) Quote release notes covering consignments to storage tank (bulk system) or transportable tank  connected to system. | |  |
| (14) State when tank(s) last tested for water before time of incident and results of test. | |  |
| (15) State density of fuel (shore base only) and  temperature at which taken. | |  |

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| **Date Submitted:** | **Signed:** |