



International Oil Pollution
Compensation Funds

***“Providing compensation for oil
pollution damage resulting from
spills of persistent oil from tankers.”***

Agia Zoni II Claims Submission Office
Skouze 26 Street, 4th floor
Piraeus 18536
Greece
Telephone/Fax: **+30 210 4282334**
Email: **cs0@iopcfundsclaims.org**

AGIA ZONI II INCIDENT

CLAIM NUMBER

To be completed by the CSO

Claim for costs of clean-up operations

Personal/Company's details

Name and surname	
Date of birth	
Mailing address	
Email address	
Phone number	
Company name/Government Department/ Agency (if applicable)	
Are you the sole owner of the business or the sole appointed representative of the government agency, etc., which is the subject of the claim? If no, describe the ownership scheme of the business or your connection with it	
Tax Identification Number/Trade Register Numbers (as applicable)	

Claim details (please provide evidence in support of the claim as described below)

PLEASE USE ADDITIONAL SHEETS IF NEEDED

A summary of events, detailing the work carried out at sea, together with an explanation of why the various working methods were selected, including dates of operations	
Details of the area(s) of clean up and pollution prevention operations. Please provide a marked map/chart or photographs indicating the location of the operations	
Number and roles of personnel, hour worked, daily/hourly rate, and any additional disbursement for response personnel. Please include details of where and how the personnel were deployed	

Claim details (continued)

Details of the equipment used, including price of equipment purchased or day/hour cost of equipment hired	
Details on how and where the equipment was used, and technical specifications of the equipment, including age	
Costs of storage or disposal of oil, oily waste and oily products recovered (specify quantity of waste and disposal method)	
Amount of the claim and method of calculation of the costs	
Are the losses referred to in this claim insured in whole or in part? If yes, please provide full details of insurance	
Have you received any other compensation in connection with the incident? If yes, please provide full details	
Any other information you consider useful in support of your claim	

Declaration

My claim is, to the best of my knowledge and belief, a true and accurate reflection of my actual loss. It includes information on all financial or material gains I have received, including from clean-up activities and aid organisations or government funds, during the period claimed

Terms and Conditions

By signing the declaration, claimants are deemed to have agreed to the disclosure of the information contained within the claim form and any supporting evidence produced in support to the relevant parties directly involved with the payment of compensation (including the shipowner's insurer, the 1992 Fund, its/their experts, and the Greek courts).

Submitting your application for compensation constitutes your consent to the storage and processing of your personal data in accordance with Greek law by the 1992 Fund. You may exercise your right to access or object to the processing of personal data, by submitting an application to the *Agia Zoni II* Claims Submission Office.

The 1992 Fund reserves the right to claim back any amounts of compensation that may subsequently be proven to have been paid on the basis of false and/or fraudulent documents and evidence and to press criminal charges against any parties involved in that respect.

Tick box to confirm you have read, understood and consent to these terms and conditions.

Signed by claimant

Date

SUBMIT FORM

PLEASE SUBMIT ALL SUPPORTING DOCUMENTS AND EVIDENCE FOR ALL COSTS INCURRED AS DETAILED ABOVE TO:

AGIA ZONI II CLAIMS SUBMISSION OFFICE

Skouze 26 Street, 4th floor
Piraeus 18536
Greece

Telephone/Fax: **+30 210 4282334**

Email: **csso@iopcfundsclaims.org**

Website: **www.iopcfunds.org**

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CHECK LIST

EVIDENCE REQUIRED RELATING TO CLAIMS FOR THE COSTS OF CLEAN-UP OPERATIONS

1	Delineation of the area affected, describing the extent of the pollution and identifying those areas most heavily contaminated (for example using maps or nautical charts, supported by photographs, video or other recording media).	
2	Laboratory analysis and/or other evidence linking the oil pollution with the tanker involved in the incident (such as chemical analysis of oil samples, relevant wind, tide and current data, observation and plotting of floating oil movements).	
3	Summary of events, including a description and justification of the work carried out at sea, in coastal waters and on shore, together with an explanation of why the various working methods were selected.	
4	Dates on which work was carried out, identifying particularly work at individual sites.	
5	Labour costs (number and categories of response personnel, the name of their employer, hours or days worked, regular or overtime rates of pay, method of calculation or basis of rates of pay and other costs) and relevant information (invoices, receipts, worksheets and wage records, log books, deck books, etc). Please identify the individual worksites at which the labour was employed.	
6	Travel, accommodation and living costs for response personnel.	
7	Equipment costs (types of equipment used, supplier, rate of hire or cost of purchase, method of calculation of hire rates, quantity used, period of use), and relevant information (invoices, contracts, hire or charter agreements, worksheets, log books, etc.) Please identify the individual worksites at which the equipment was used.	
8	Cost of replacing equipment damaged beyond reasonable repair (type and age of equipment, supplier, original purchase cost and circumstances of damage supported by photographs, video or other recording media).	
9	Consumable materials (description, supplier, quantity, unit cost and where used) and relevant information (purchase orders, invoices, receipts, etc.).	
10	Any remaining value at the end of the operations of equipment and materials purchased specifically for use in the incident in question.	
11	Age of equipment not purchased specifically for use in the incident in question, but used in that incident.	
12	Transport costs for personnel, equipment, waste material, etc. (number and types of vehicles, vessels or aircraft used, number of hours or days operated, distance travelled or start and end locations, rate of hire or operating cost, method of calculating rates claimed) and relevant information (tickets, weighbridge reports, manifests, log books, etc.).	
13	Cost of temporary storage (if applicable) and of final disposal of recovered oil and oily material, including quantities of waste handled, unit cost and method of calculating the claimed rate.	

Note: Be sure to provide all documents required, including those listed in the paragraphs above which are relevant to your claim.

It would be useful to have the above information also presented in a spreadsheet, in particular to link the supporting documentation to the cost of the item claimed.

For further information please refer to section 3.1 in the Claims Manual.

ADDITIONAL INFORMATION REQUIRED FOR LARGE ITEMS OF EQUIPMENT EXPENDITURE. THE LISTS BELOW ARE NOT EXHAUSTIVE.

Aircraft hire:

Aircraft type, manufacturer, call sign, period of charter, charter costs (including hourly flying rate and the method by which the rate is calculated), detail and amount of work conducted (e.g. dispersant application, aerial observation, personnel or equipment transport etc.), number of flights conducted, dates, times and area(s) of operation, weather conditions, volumes of dispersant sprayed (if applicable), crew details and passenger details (including their role and responsibility in the response and reason for flying), cargo manifests (if applicable) equipment used (e.g. for spraying or observation), reports of observation (e.g. as submitted to the incident command centre), fuel consumed, crew accommodation and food costs, landing and other airfield charges. Please provide the logs of each flight conducted and any relevant charter agreements or call-off contracts.

Vessel hire:

Vessel name, registration number, specification (construction, length, power, storage capacity, crew), detail of the work undertaken (e.g. oil recovery, dispersant application, waste transport etc.) equipment used (e.g. spray arms, skimmers etc.) fuel and lubes etc. consumed, charter period, charter/freight cost, hire rate (and the method by which the rate is calculated) area and dates of operation (please refer to nautical charts and provide extract), weather conditions, amounts of consumables used (e.g. dispersant, sorbents, etc.), additional personnel and passenger details (including their role and responsibility in the response and reason for being on board), type and amount of waste or other cargo transported, demobilisation and cleaning costs, port charges. Please provide daily logs of each voyage conducted, and any relevant charter agreements, contracts of affreightment or call-off contracts.

Treatment of waste:

Origin point of waste collected, (e.g. beach name or chart reference), destination or delivery point of waste collected, method of transportation, type and volume or weight of waste transported per trip from waste collection point to destination, labour costs (hours worked, rates of pay), equipment used and hire rates (e.g. trucks, excavators, skips etc.), temporary storage costs (if applicable), treatment type and costs, residual value of waste after treatment, method of calculation of costs.

The establishment of a wildlife treatment centre:

A detailed rationale for establishing treatment centre, and triage arrangements, location of wildlife treatment centre, details of area where oiled wildlife were collected (using maps, charts photographs or video, summary of events), methodologies used to clean oiled wildlife, dates of work conducted, number of oiled animals treated, number of oiled animals successfully released back into the wild, labour costs (hours worked, rates of pay), travel, accommodation and living costs of personnel, equipment and material costs at wildlife centre, (type of equipment used, rate of hire or cost of purchase, quantity used and period of use, e.g. sanitary equipment, holding pens, vehicles, etc.), centre running costs (heating, electricity, water, communications, etc.), cost of consumable materials (e.g. personal protective equipment, animal feed etc.), residual value of equipment and construction materials etc. at termination of operation, contributions received from general public (including costs of campaign to raise funds, amounts raised and explanation of how money was used). Copies of any agreements or contracts for services and receipts, invoices etc. should be provided.

Removal of oil from wrecks:

A detailed rationale for undertaking the removal of oil from a wreck, including the likelihood of release of remaining oil from wreck (for example, because of damage to structure or corrosion, etc.) and stability of seabed at location of ship (e.g. supporting scientific and engineering data), quantity, type and composition of remaining oil on ship, details of the likely pollution damage and the likely environmental damage which would result from further release of remaining oil, extent to which areas most likely to be affected by a further release are vulnerable to oil pollution damage from both an economic and environmental point of view, the technical feasibility and likelihood of success of the operation (taking into account visibility, currents, the presence of other wrecks in the vicinity and whether the ship was at a depth at which operations of the kind envisaged were likely to be conducted successfully). A full breakdown of the costs of the oil removal operation including the costs of individual vessels, pumps, personnel, diving equipment, remotely operated vehicles, other salvage equipment, overheads and administration etc. Costs for exploratory and planning work should be fully itemised. The value of any oil recovered should be provided, together with a full description of its treatment or onward sale. Copies of tender documents and contracts, together with invoices, receipts, etc. should be provided.