



International Oil Pollution
Compensation Funds

ABBJ Building
Barangay Sto. Nino, Calapan City
5200 Oriental Mindoro, Philippines
Email: CSO_PE@iopcfundsclaims.org

PRINCESS EMPRESS INCIDENT

CLAIM NUMBER

To be completed by the CSO

Claim for costs of clean-up operations

Personal/Company's details

Company name/Government Department/ Agency/ Municipality /Barangay Captain (if applicable)	
Contact Person's Name and surname	
Organisation's Postal address	
Contact Person's Email address	
Contact Person's Phone number	
<u>Commercial</u> Are you the sole owner of the business? If no, describe the ownership scheme of the business or your connection with it.	
<u>Government</u> Are you the sole appointed representative of the government agency, etc., which is the subject of the claim?	
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, 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, hours worked, daily/hourly rate, and any additional disbursement for response personnel. Please include details of where and how the personnel were deployed	Please refer to Table 1
Details of the equipment used, including price of equipment purchased or daily/hourly cost of equipment hired	Please refer to Table 1
Details on how and where the equipment was used, and technical specifications of the equipment, including age	Please refer to Table 1

Costs of storage or disposal of oil, oily waste and oily products recovered (specify quantity of waste and disposal method)	Please refer to Table 1
Amount of the claim and method of calculation of the costs	Please refer to Table 2
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 and/or material gains I have received, including from clean-up activities and aid organisations or government funds, during the period claimed.

I certify that the contents of this claims form have been translated to me in my national language/local dialect, which is Filipino, and that I fully understand its terms and conditions.

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 involved with the review and assessment of your claim and the payment of compensation (including the Shipowners' Mutual Protection and Indemnity Association (Luxembourg), the 1992 Fund, its/their representatives, lawyers and experts, and the Philippine courts).

Submitting your application for compensation constitutes your consent to the storage and processing of the personal data contained in this claim form, any supporting documentation and additional information provided in relation to your claim by the Shipowners' Mutual Protection and Indemnity Association (Luxembourg), 1992 Fund and their appointed representatives.

The storage and processing of such data is necessary for the purpose of reviewing and assessing your claim for compensation relating to the February 2023 MT Princess Empress oil spill. You may exercise your right to access or object to the storage and processing of personal data by submitting an application to the Princess Empress Claims Submission Office. The data obtained shall only be retained for as long as necessary and shall be destroyed after the claims processes have been terminated.

The Shipowners' Mutual Protection and Indemnity Association (Luxembourg) and the 1992 Fund reserve 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.

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

Signed by claimant:

Thumbmark by claimant:

Date:

SUBMIT FORM

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

PRINCESS EMPRESS CLAIMS SUBMISSION OFFICE

ABBJ Building
Barangay Sto. Nino, Calapan City
5200 Oriental Mindoro, Philippines

Email:
CSO_PE@iopcfundsclaims.org

ANNEX - FOR REFERENCE ONLY

EVIDENCE TO BE SUBMITTED IN SUPPORT OF CLAIMS FOR 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.	

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

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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.

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Table 1: Sample claim spreadsheet

A	Personnel (Roles and responsibilities to be provided separately)	Unit	Rate/Unit Cost	28/3/23	29/3/23	30/3/23	31/3/23	1/4/23	2/4/23	3/4/23	4/4/23	Total No	Total	Supporting documentation (e.g. invoices, receipts, specifications, photographs)
	Operations Manager	day	-										-	Attachment No.x
	Supervisor	day	-										-	Attachment No.x
	Technician	day	-										-	Attachment No.x
	Subtotal (A)												-	
B	Vessels (all specifications to be provided separately)	Unit	Rate/Unit Cost	28/3/23	29/3/23	30/3/23	31/3/23	1/4/23	2/4/23	3/4/23	4/4/23	Total No	Total	Ref
	Name of vessel	day	-										-	Attachment No.x
	Name of vessel	day	-										-	Attachment No.x
	Subtotal (B)												-	
C	Equipment (all specifications to be provided separately)	Unit	Rate/Unit Cost	28/3/23	29/3/23	30/3/23	31/3/23	1/4/23	2/4/23	3/4/23	4/4/23	Total No	Total	Ref
	Oil boom (inc. specs)	meter	-										-	Attachment No.x
	Inflatable shore boom	meter	-										-	Attachment No.x
	High pressure washer (hot)	Unit/Day	-										-	Attachment No.x
	Generator	Unit/Day	-										-	Attachment No.x
	Skimmer (inc. make and model)	Unit/Day	-										-	Attachment No.x
	Bobcat	Unit/Day	-										-	Attachment No.x
	Forklift	Unit/Day	-										-	Attachment No.x
	JCB	Unit/Day	-										-	Attachment No.x
	Container	Unit/Day	-										-	Attachment No.x
	Open top container	Unit/Day	-										-	Attachment No.x
	Fast Tank	Unit/Day	-										-	Attachment No.x
	IBC Tank	Unit/Day	-										-	Attachment No.x

ANNEX - FOR REFERENCE ONLY

Table 2 Sample summary of costs incurred:

Ref	Category	Claimed amount	Supporting documentation
A	Cost of personnel	-	Bundle A
B	Cost of vessels	-	Bundle B
C	Cost of aircraft	-	Bundle C
D	Cost of equipment (rented or purchased)	-	Bundle D
E	Cost of consumables	-	Bundle E
F	Cost of storage/disposal of oil or oily products	-	Bundle F
G	Other costs/expenses	-	Bundle G
	Total	-	In separate subfolders