



Maritec Tanker Management Pvt Ltd

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OPERATIONS CIRCULAR

13/2020

Date: 08th Oct 2020

TO: Fleet

Subject: General Guidelines and instructions to dispatch Fuel Oil Samples to VISWA Labs.

1) How to dispatch samples

When you are dispatching the sample(s), you must include the following document with the fuel parcel and handover to agent:

- a) FUEL INFORMATION FORM *duly completed with the seal number on the bottles
- b) COMMERCIAL INVOICE
- c) AWB
- d) VISWA LAB MSDS
- e) BUNKER DELIVERY NOTE (BDN)

VISWA LAB MSDS is compulsory and very important. Our MSDS Form meets all the IATA requirements to ship BUNKER FUEL SAMPLES and using any other MSDS may cause sample being denied to be transported by air courier. We have attached a set of the document together with this e-mail.

NO PAYMENT to be made to the agent for dispatching the sample(s) by DHL as the sample(s) will be dispatched through VISWA LAB account with DHL or Fedex.

DHL Global Acc. No: 962179125 (EXCEPT USA)

Fedex Acc. No: 240621991 (FOR USE ONLY IN PORTS IN USA)

Besides that, as soon as sample(s) are handed over to agent, you will have to provide the local agent's contact details and a copy of the AWB by email to:

1. singapore@theviswagroup.com
2. marur.p@theviswagroup.com

Thank You,

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