

# Bunker Supplier Information System

## User Manual



**IRCLASS**  
Indian Register of Shipping

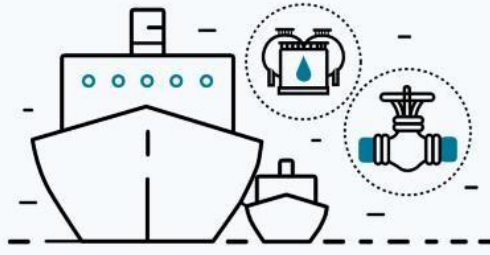


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## Supplier Registration

1. Select the register here option in the login screen.



**Bunker Supplier Information System**

User Name

Password

**Sign In**

[Register here](#) →

Powered by  **IRCLASS**  
Indian Register of Shipping

2. User will be redirected to the registration form. The 2 sections of company details and certificate details(mandatory) needs to be filled. These details will then be forwarded to [bunker@irclass.org](mailto:bunker@irclass.org) post which user's login credentials will be generated and sent shortly.

**Welcome to Bunker Supplier Information System!**

[← Back to Login](#)

**Bunker Supplier Information System**

Company Details      Certificate Details

Company Name \*

Contact Person Details

Email Address \*      Mobile No. \*  
 +91


Address line 1 \*

Address line 2

**Next →**

## Welcome to Bunker Supplier Information System!

[← Back to Login](#)



Company Details

Certificate Details

Company Logo

Click here to upload file. File should be less than 10 MB. File format should be .png, .jpeg. Logo size should be 150 X 100.

Certificate Number \*

Certificate Validity Date

9/20/22

Upload Certificate \*

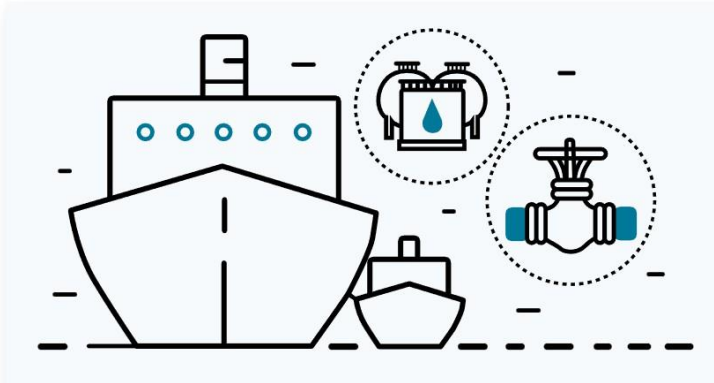
Drag and drop a file or click here to upload file. File should be less than 100 MB. File format should be .pdf


[← Back](#)

[Register](#)

## Supplier Login

Use the username and the password received in mail from [bunker@irclass.org](mailto:bunker@irclass.org) to login into the system.





User Name

Password

[Sign In](#)

[Register here →](#)

## Post Login Alerts

1. The system will always alert you to check/update your registered email address. This message can be ignored if the email address is already updated.
2. If BSRC has expired or invalid, the system will alert you for the same. Ensure to update the BSRC in order to generate new BDN or regenerate existing ones.
3. If the company logo has not been uploaded the user will be unable to generate BDN.

The screenshot displays the Bunker Supplier Information System interface. A notification modal is centered on the screen, indicating that the generated BDN will be sent to the user's registered email address, chiranjiv.kumar@ril.com. The modal includes an 'Update email address' button and an 'OK' button.

**Bunker Supplier Information System**

**Reliance Industries Ltd.**  
Hazira Terminal, Surat

BS Registration Certificate (BSRC) No: BS/2021/18  
BSRC valid till: 18-10-2022

[Upload Certificate](#) [Create BDN](#)

**Bunker Delivery Notes**

| BDN No.                       | Creation Date | Ship name | Supply Mode          | Port of Supply | Quantity in M.T | Status    |
|-------------------------------|---------------|-----------|----------------------|----------------|-----------------|-----------|
| <a href="#">BDN/2022/2268</a> | 15-09-2022    | AB        | Direct from terminal | Magdalla       | 44              | Signed    |
| <a href="#">BDN/2022/2267</a> | 15-09-2022    | Barge     | Barge                | Visakhapatnam  | 99              | Signed    |
| <a href="#">BDN/2022/2266</a> | 15-09-2022    | Barge     | Barge                | Sika           | 11              | Submitted |
| <a href="#">BDN/2022/2265</a> | 13-09-2022    | Panama    |                      | Sika           | 99              | Saved     |
| <a href="#">BDN/2022/2249</a> | 09-09-2022    | Pragat    | Direct from terminal | Visakhapatnam  | 7               | Saved     |

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# Dashboard

The dashboard is made of 3 sections:

1. Company & certificate details
2. Bunker Delivery Note listing
3. Action buttons to create BDN/upload certificate

**Bunker Supplier Information System**

Reliance Industries Ltd. BS/2021/18 18-10-2022

BS Registration Certificate (BSRC) No: BSRC valid till:

Upload Certificate Create BDN +

**Bunker Delivery Notes**

Search delivery notes by ship name All Apply Reset

| BDN No.                       | Creation Date | Ship Name | Flag of Vessel | Supply Mode          | Port of Supply | Quantity in M.T | Status                 |
|-------------------------------|---------------|-----------|----------------|----------------------|----------------|-----------------|------------------------|
| <a href="#">BDN/2022/2268</a> | 15-09-2022    | Greg      | Belize         | Direct from terminal | Magdalla       | 44              | <span>Signed</span>    |
| <a href="#">BDN/2022/2267</a> | 15-09-2022    | August    | Indian         | Barge                | Visakhapatnam  | 99              | <span>Signed</span>    |
| <a href="#">BDN/2022/2266</a> | 15-09-2022    | Kiran     | Bahamas        | Barge                | Sika           | 11              | <span>Submitted</span> |
| <a href="#">BDN/2022/2265</a> | 13-09-2022    | Panama    |                |                      | Sika           | 99              | <span>Saved</span>     |
| <a href="#">BDN/2022/2249</a> | 09-09-2022    | Pragat    |                | Direct from terminal | Visakhapatnam  | 7               | <span>Saved</span>     |

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## Upload Certificate Action

- a. Clicking on the “**Upload Certificate**” link will open the right drawer where you can upload the certificate file. The file will be mailed to [bunkers@irclass.org](mailto:bunkers@irclass.org) post which supplier’s certificate details will be renewed in the system shortly.

**Bunker Supplier Information System**

Reliance Industries Ltd. BS/2021/18 18-10-2022

BS Registration Certificate (BSRC) No: BSRC valid till:

**Add Certificate**

Add valid BSRC:

Drag and drop a file or click here to upload file. File should be less than 100 MB. File format should be .pdf

Cancel Submit

## Navigate to BDN creation form

- b. Clicking on “**Create BDN**” link will take the user to the BDN creation form.
  - a. Note: If the certificate is expired, user will not be able to create a BDN.

**Bunker Supplier Information System**

Reliance Industries Ltd. ▾

**Reliance Industries Ltd.**  
Hazira Terminal, Surat

Bs. Registration Certificate(BSRC) No: BS/2021/18  
BSRC valid till: 18-10-2022

Upload Certificate ↕  
**Create BDN +**

**Bunker Delivery Notes**

Search delivery notes by ship name

All ▾ **Apply** **Reset**




## Regenerate BDN


1. Clicking on the download icon besides each BDN record in the dashboard listing will send the respective BDN again to the supplier’s registered mail address.
  - a. Note: If the certificate is expired, user will not be able to create a BDN.

**Bunker Delivery Notes**

Search delivery notes by ship name

All ▾ **Apply** **Reset**

| BDN No.                       | Creation Date | Ship Name | Flag of Vessel | Supply Mode          | Port of Supply | Quantity in M.T | Status  |
|-------------------------------|---------------|-----------|----------------|----------------------|----------------|-----------------|---|
| <a href="#">BDN/2022/2268</a> | 15-09-2022    | Greg      | Belize         | Direct from terminal | Magdalla       | 44              | Signed     |
| <a href="#">BDN/2022/2267</a> | 15-09-2022    | August    | Indian         | Barge                | Visakhapatnam  | 99              | Signed     |
| <a href="#">BDN/2022/2266</a> | 15-09-2022    | Kiran     | Bahamas        | Barge                | Sika           | 11              | Submitted  |
| <a href="#">BDN/2022/2265</a> | 13-09-2022    | Panama    |                |                      | Sika           | 99              | Saved   |
| <a href="#">BDN/2022/2249</a> | 09-09-2022    | Pragat    |                | Direct from terminal | Visakhapatnam  | 7               | Saved   |



## Navigate to Edit BDN Form

1. Clicking the BDN number in the dashboard page listing redirects the user to the edit BDN form.
2. Once the appropriate fields are edited the user can choose to **save** or **submit** the data.

**Bunker Supplier Information System**

**Reliance Industries Ltd.**

Bs. Registration Certificate(BSRC) No: BS/2021/18  
BSRC valid till: 18-10-2022

[Upload Certificate](#) [Create BDN](#)

**Bunker Delivery Notes**

Search delivery notes by ship name:  All [Apply](#) [Reset](#)

| BDN No.                       | Creation Date | Ship Name | Flag of Vessel | Supply Mode          | Port of Supply | Quantity in M.T | Status                             |
|-------------------------------|---------------|-----------|----------------|----------------------|----------------|-----------------|------------------------------------|
| <a href="#">BDN/2022/2268</a> | 15-09-2022    | Greg      | Belize         | Direct from terminal | Magdalla       | 44              | Signed <a href="#">Download</a>    |
| <a href="#">BDN/2022/2267</a> | 15-09-2022    | August    | Indian         | Barge                | Visakhapatnam  | 99              | Signed <a href="#">Download</a>    |
| <a href="#">BDN/2022/2266</a> | 15-09-2022    | Kiran     | Bahamas        | Barge                | Sika           | 11              | Submitted <a href="#">Download</a> |
| <a href="#">BDN/2022/2265</a> | 13-09-2022    | Panama    |                |                      | Sika           | 99              | Saved                              |
| <a href="#">BDN/2022/2249</a> | 09-09-2022    | Pragat    |                | Direct from terminal | Visakhapatnam  | 7               | Saved                              |

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## BDN listing

1. The dashboard shows the listing of the BDN generated by the supplier so far. The notes can be searched by the name of the ship they were created for.
2. The results can also be filtered by the status of the BDN. A BDN can be in **Partial Saved**, **Submitted** or **Signed** state.

**Bunker Delivery Notes**

Search delivery notes by ship name:  All [Apply](#) [Reset](#)


| BDN No.                       | Creation Date | Ship Name | Flag of Vessel | Supply Mode          | Port of Supply | Quantity in M.T | Status                             |
|-------------------------------|---------------|-----------|----------------|----------------------|----------------|-----------------|------------------------------------|
| <a href="#">BDN/2022/2268</a> | 15-09-2022    | Greg      | Belize         | Direct from terminal | Magdalla       | 44              | Signed <a href="#">Download</a>    |
| <a href="#">BDN/2022/2267</a> | 15-09-2022    | August    | Indian         | Barge                | Visakhapatnam  | 99              | Signed <a href="#">Download</a>    |
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| <a href="#">BDN/2022/2265</a> | 13-09-2022    | Panama    |                |                      | Sika           | 99              | Saved                              |
| <a href="#">BDN/2022/2249</a> | 09-09-2022    | Pragat    |                | Direct from terminal | Visakhapatnam  | 7               | Saved                              |

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## Create / Update Bunker Delivery Note

1. The BDN form is made of 5 sections as highlighted below.
2. Clicking on any one of those menu items will scroll to the specific form section.
3. There are following action buttons:
  - a. **Save:** Supplier can partially fill the form and click on save button. Until the form is submitted at least once, the BDN will be in saved state.
  - b. **Submit:** When the supplier chooses to submit all the details the form will be validated and BDN moves to the submitted state. After this the supplier gets the option to upload the signed BDN (as received from the chief engineer)
  - c. **Preview:** This action allows the supplier to view the BDN details as it will be visible in the final PDF generated.

Bunker Supplier  
Information System

Dashboard

User Profile

Bunker Delivery Note

Product Supplied Fuel Characteristics

Product Supplied Quantity

Supplier's Confirmation

Master / Chief Engineer's Acknowledgement

Reliance Industries Ltd.

Bunker Delivery Note

Supplying Vessel's Name

Receiving Vessel's Name

Port of Delivery

Other Port

Date of Delivery

Vessel being alongside for bunkering

Commencement of Bunker Delivery

Completion of Bunker Delivery

Supply Mode

Supplying Tanker / Lorry No.

Receiving Vessel's Flag

Receiving Vessel's Type

Receiving Vessel's IMO No.

Receiving Vessel's Gross Tonnage

Departure time from bunkering port

Owner / Operator of Receiving Vessel

Next Port of Call for Receiving Vessel

Product Supplied - Fuel Characteristics

Product Name

Sulphur Content %m/m (ISO 8754)

Select Product Name

Back

Save

Preview

Submit

# Preview Bunker Delivery Note



Dashboard

User Profile

Reliance Industries Ltd. ▾




|  |  |  |          |                  |
|--|--|--|----------|------------------|
|  |  | Name of the Company:                                     |          |                  |
|  |  | Address:   |          |                  |
|  |  | Tel. No.:  |          |                  |
|  |  | E-mail:  |          |                  |
| Bunker Supplier Registration No.:  |  | Valid Till:  |          |                  |
| Bunker Supplier Certificate No.:   |  |  |          |                  |
| <b>Bunker Delivery Note</b>  |  |  |          |                  |
| BDN No.:   |  | Date:  |          |                  |
| Port:  |  | Vessels Name:  |          |                  |
| Delivery Location:   |  | IMO No.:   |          |                  |
| Bunker Tanker / Lorry No.:   |  | Gross Tonnage:   |          |                  |
| Alongside Vessel (Date & Time):  |  | Owner / Operator:  |          |                  |
| Commenced Pumping (Date & Time):   |  | ETD:   |          |                  |
| Completing Pumping (Date & Time):  |  | Next Port:   |          |                  |
| <b>Product Supplied</b>  |  |  |          |                  |
| <b>Fuel Characteristics</b>  |  | <b>Quantity</b>  |          |                  |
| Product Name   |  | Gross Observed Vol (Litres)                              |          |                  |
| Sulphur Content % m/m (ISO 14596 or ISO 8764)  |  | Gross Standard Vol (Litres)                              |          |                  |
| Flash Point °C (ISO 2719)  |  | Quantity (Metric Tons)                                   |          |                  |
| Water Content % V/V (ISO 3733)   |  | Barrels at 60 °F   |          |                  |
| Density @ 15 °C (Kg/m3) (ISO 3676 or ISO 12185)  |  | Volume Corrective Factor (ASTM Table 54B)                |          |                  |
| Viscosity @ 40 °C or 50 °C, mm2/s (ISO 3104)   |  | Weight Conversion Factor (ASTM Table 56)                 |          |                  |
| <b>Supplier's Confirmation</b>   |  |  |          |                  |
| <p>I, the fuel oil supplier's representative, hereby declare, that the fuel oil supplied is in conformity with regulation 18.3 of MARPOL 73/78, Annex VI and that the sulphur content doesn't exceed:</p> <p><input type="checkbox"/> 0.5% m/m as per the limit value given by regulation 14.1 of Annex VI; or</p> <p><input type="checkbox"/> 0.1% m/m as per the limit value given by regulation 14.4 of Annex VI; or</p> <p><input type="checkbox"/> The purchaser's specified limit value (%m/m), based on the purchaser's notification, that the fuel is intended to be used</p> <p><input type="checkbox"/> In combination with an equivalent means of compliance with regulation 4 of MARPOL 73/78, Annex VI; or</p> <p><input type="checkbox"/> Subject to a relevant exemption for a ship to conduct trials for Sulphur oxides emission reduction and control technology research in accordance with regulation 3.2 of MARPOL 73/78, Annex VI</p> |  |  |          |                  |
| BDN No.:   |  |  |          |                  |
| <b>Master / Chief Engineer's Acknowledgement:</b>  |  |  |          |                  |
| We acknowledge receipt of the above product and confirm that samples were taken as per MARPOL Annex VI procedure at the vessel's manifold, sealed and numbered as follows:   |  |  |          |                  |
|  | Vessel   | Bunker Supplier  | Surveyor | Others (specify) |
| Seal No.:  |  |  |          |                  |
| Counter Seal No. (if any):   |  |  |          |                  |
| Signature of Master / Chief Engineer / Time with Vessel's Stamp  |  | Bunker Supplier / Fuel Oil Supplier Company Name & Stamp |          |                  |
| Master / Chief Engineer / Vessel Representative  | Bunker Supplier / Fuel Supplier Representative | Bunker Tanker Stamp                                      |          |                  |
| (Full Name in Block Letter)  | (Full Name in Block Letter)                    |  |          |                  |

Back



## User Profile

1. Supplier can update their contact details or upload company logo.
2. Company logo is important in order to generate a BDN.

 Bunker Supplier  
Information System

Reliance Industries Ltd. ▾

Dashboard

User Profile

Reliance Industries Ltd.  
Hazira Terminal, Surat

Address Line 1:  
Address Line 2:

, Manufacturing Division  
Surat-Hazira Road

City:  
State:  
Country:

Surat  
Gujarat  
India

Edit Contact Details ✎

Contact Person \*

Email Address \*

Jitesh Chaudhary

jc@yopmail.com

Mobile No. \*

Telephone No. \*

+91 9876543212

+91 9898989898

Fax No.


Pin Code \*

999999

Submit

Edit Company Details ✎

Company Logo



Click here to upload file. File should be less than 10 MB. File format should be .png, .jpeg. Logo size should be 160 X 100.