HIGH VOLTAGE SHORE CONNECTION (HVSC)*
PRE-POWER TRANSFER CONFERENCE
*Also known as Alternative Maritime Power (AMP)

CONSTRUCTION AND MAINTENANCE DIVISION

NAME OF SHIP
SHIP IMO No.

DATE (mm/dd/yy):

TIME OF CONFERENCE

SUN MON TUES WED THURS FRI SAT

TERMINAL
BERTH
HVSC SHORE BOX/VAULT

☐ 11 KV ☐ 6.6 KV

☐ CONNECTION ☐ DISCONNECTION (skip Power Transfer Conference)

POWER TRANSFER CONFERENCE INSTRUCTIONS: A Power Transfer Conference between the Ship Person in Charge (PIC) and the Port of Los Angeles (POLA) PIC shall be held prior to connecting a ship to shore power to review the details pertaining to high voltage shore connection/disconnection power transfer procedures. The Ship PIC and POLA PIC must initial each item as being discussed. In the comments area, describe any item(s) needing action, clarification, or further documentation. The original completed form must be submitted to POLA Division 147 by the end of the POLA PIC’s shift, with a copy of the form being provided to the Ship PIC at the conference.

1. Ship PIC, single person with sufficient information, instructions, tools and resources to safely implement HVSC procedures, designated to communicate in English with the POLA PIC.

2. POLA PIC, single person with sufficient information, instructions, tools and resources to safely implement HVSC procedures, designated to communicate in English with the Ship PIC.

3. Has the ship successfully transferred to and from high voltage shore power in compliance with IEC/ISO/IEEE 80005-1 procedures within the last 12-months?
   ☐ Yes ☐ No (If no, ship requires HVSC system safety verification)

4. Has the ship power infrastructure been modified since last successful high voltage ship to shore power transfer?
   ☐ Yes ☐ No (If yes, explain in comment section)

5. Has the shore power infrastructure been modified since last successful high voltage ship to shore power transfer?
   ☐ Yes ☐ No (If yes, explain in comment section)

6. Frequency 60 Hz, A-B-C Counter-Clockwise

Comments:

11. Ship E-stop testing requested?
   ☐ Yes ☐ No

12. Communication mode?
   ☐ Direct Verbal ☐ Two-way radio ☐ Cell phone ☐ Other
   Channel/No./Other:

13. Critical stages AMP voice communications:
   ☐ Ready for cables on ship/shore
   ☐ Lock-Out/Tag-Out Procedures for earth ground (connect & disconnect)
   ☐ Authorization to transfer power (energize/de-energize)
   ☐ Power transfer completed
   ☐ Ready for E-stop testing, if requested

14. During ship call if any power transfer issues arise call:
    POLA (310) 732-3550
    Ship power transfer contact phone number:

SHIP PIC/TITLE (print)

POLA METER READING - MWH

POLA PIC/TITLE (print)

SIGNATURE

POLA PIC/PORT ELECTRICAL MECHANIC (print)

SIGNATURE

FOR PORT OF LOS ANGELES USE ONLY

MAINTSTAR WORK ORDER NUMBER:

POLA PIC ARRIVAL TIME: ____________________________ HAND-OFF TIME: ____________________________

POLA PIC DEPARTURE TIME: ____________________________

☐ Holiday ☐ 4 hr. Call-out

POLA METER READING - MWH

TIME OF TRANSFER TO/FROM SHORE POWER FOR SHIP OPERATIONS

COMMENTS (continue on back if needed):

As needed: Additional Confirmation: ____________________________

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