



# **Agricultural Superintendent (Inspector) Certification Programme**

## **Training Requirements List**

Second Edition January 2020

Training Requirements List:  
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## **REQUIREMENTS FOR CERTIFICATION AS AN IFIA CERTIFIED AGRICULTURAL SUPERINTENDENT (Oils and Fats)**

The candidate's employer must have completed the IFIA agricultural superintendent certification program, "Application for Certification" and must verify that all information contained in it is true and correct.

The Application must be submitted for review when booking an examination and presented to the invigilator at the time of the examination.

The candidate must take and pass the qualifying examination. The minimum passing grade is 75%.

TIC Council requires the employer to attest that each candidate:

- has completed all of the Training Tasks noted in this document
- is aware and conversant with specific health and safety requirements laid down by national, regional or international regulatory bodies operative in the location of normal employment
- has received appropriate training in the use of respiratory apparatus should this be a normal working requirement.
- is qualified to work under such regulations as may be specified locally in the normal place of employment by such bodies as port or customs authorities
- has a minimum of six months field experience working as an agricultural superintendent

**Any incorrect attestation by the candidate's employer will result in possible disciplinary action by TIC Council, up to and including disbarment from membership.**

TIC Council reserves the right to request submission of internal training records for audit and to support the attestation. These must be presented to TIC Council within 2 days of a request.

### **INSTRUCTIONS**

Candidate's employers must ensure that each candidate has completed all of the Training Tasks in the following list. A record of that training must be maintained by the employer and shall be made available for review by TIC Council on request.

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**SAFETY TRAINING**

<b>Item</b>
Hazard awareness and reporting
Personal protective equipment
Drug/alcohol abuse awareness
Respiratory protection
Static electricity awareness and precautions (eg ethanol and FAME)
Slips, Trips and Falls
Confined Space Awareness and Entry
Vessel Access (On and Off Shore)
Working at Height
Road tankers/ Rail tankers
Intrinsically Safe Equipment and Static Electricity
Ergonomics (lifting and carrying)
Driving and Journey Planning
Hazard Awareness and Analysis (dynamic risk assessment)
Intervention and Stop Work Authority (SWA)
Indemnities and waivers

**CLASSROOM TRAINING**

<b>Item</b>	
Ethics	
Tank entry procedures and permits	

**FIELD TRAINING**

<b>Equipment Calibration</b>	
Gauging tape verification and calibration	
Thermometer verification and calibration	

  

<b>Gauging Equipment</b>	
Manual gauging equipment	

Electronic gauging tapes (PMUs)	
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<b>Sampling Equipment</b>	
Bottle and cage	
Bottom samplers	
Sample containers	

<b>Sampling General</b>	
Care of sampling equipment	
Sample labels	
Sampling techniques	

<b>Sampling Methods</b>	
Sampling ship's tanks	
Sampling shore tanks	
Pipeline samples	
Sampling Flexitanks	
Sampling packages (barrels, drums, bottles)	
Sampling tank cars	
Water detection	
Sediment detection	
Top-middle-bottom calculations	
Homogeneous and non-homogeneous cargos	
Vessel samples and composites	
Pipeline samples and composites	
Sample packing	

<b>Quality and Condition</b>	
Organoleptic control (smell, colour ...)	

<b>Sampling Ships and Barges</b>	
Vessel composites	
First foot samples	
ROB sampling	

<b>Sample Handling</b>	
Sample tags/labels	
Sample receipts	
Sample segregation	
Sample security/sealing	
Sample distribution	

<b>Gauging Techniques</b>	
Dipping and ullaging	
Converting ullage to dip (innage)	
Reference height determination and comparison	
Free water measurement	
Rolling gauges	

<b>Temperature Measurement</b>	
Liquid-in-glass thermometers	
PET/UTI equipment	
Number of measurements to make	

<b>Vessel Inspection General</b>	
Key meeting	
Time report/Statements of facts	
Sealing valves/hatches/lines	
Reading drafts	
Shore line fill verification	
Vessel experience factors	
Letters of protest/ Letters of reserve/ Notice of apparent discrepancy	
Temperature correction factors for density	
Trim correction calculation	
Weighing scale calibrations	
Using tank capacity tables	
Calculating cargo quantities	
Document distribution	
Terminal acknowledgement of measurements	
Master combined certificate	
Heating instructions	
Banned/acceptable cargoes	

<b>Vessel Loading</b>	
Cargo history	
Non-cargo spaces	
Gauging and sampling before loading	
Bunker measurement and sampling	
Sampling shore lines (jetty headers)	
Gauging and sampling after loading	
Load port samples	

<b>Vessel Discharge</b>	
Gauging and sampling before discharge	
Non-cargo spaces	
Bunker measurement and sampling	
Sampling shore lines	
Gauging and sampling after discharge	
Collecting load port samples	
Pressure/cargo pumping reports	
ROB/pumpability statements	