

Compensation After an Oil Spill from a Ship or Boat: Checklist for Ports, Harbours and Marinas

! *This checklist is for ports, harbours, marinas, and any other facility involved in marine traffic operations in Canada. It can help integrate cost recovery into your oil spill response planning. Incorporating the suggested steps below directly into your incident response and recovery can simplify the claims process afterward.*

Ship and Rail Compensation Canada manages two funds: the Ship Fund and the Rail Fund.

The [Ship Fund](#) compensates anyone affected by oil spills from ships or boats in Canadian waters.

1. What criteria must be met for the Ship Fund to accept your claim?

<p>A. Was the oil spill caused by a ship or boat?</p> <ul style="list-style-type: none"> Mystery spills, where the source of a spill is not clear, are also covered. 	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<p>B. Did the incident happen within the last two years?</p>	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If you answered “yes” to both questions, compensation may be available from the Ship Fund. If you are unsure, you should contact us.

- More information on our eligibility criteria can be found on our website.

2. What types of damages and losses are covered?

Ports, harbours, and marinas can be compensated for all of the following damages and losses. One claimant can suffer multiple types of damages and losses – check all that apply:

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| <p><input type="checkbox"/> Economic loss (including expected future losses), such as:</p> <ul style="list-style-type: none"> Lost wages or profits Lost income due to closures or blockages Reduction in fee revenue (e.g., berthage, moorage, wharfage, cargo transfer fees, and cruise passenger fees) <p><input type="checkbox"/> Response and clean-up costs, such as:</p> <ul style="list-style-type: none"> Usage and disposal of sorbent materials, spill kits, or oil booms Staff time Fuel and running cost for vessels and machinery | <p><input type="checkbox"/> Environmental measures, such as:</p> <ul style="list-style-type: none"> Remediation of oil-contaminated land Post-spill environmental assessments <p><input type="checkbox"/> Property damage, such as:</p> <ul style="list-style-type: none"> Oil-contaminated equipment, docks, wharves, and other infrastructures or facilities Any vessel affected by the pollution, including those involved in the response, but not the polluting vessel Lost value of real property at the time of sale |
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Contacts and resources for more information:

Website: www.ship-rail.gc.ca/ship | Email: info@sr-nr.gc.ca | Phone: 1-866-991-1727

☐ Costs to compile a claim, such as:

- Administrative costs

☐ Other: contact us to discuss further

3. How to claim?

Steps	Description	Step Status Update (complete, in progress, or pending)
1	<p>Document your damages, losses, expenses and/or costs, as well as your decision-making processes, as soon as possible. Ideally, these items will be part of your incident management process. Examples include:</p> <ul style="list-style-type: none">• contracts, statements of work, price quotes, invoices, and receipts• incident action plans, logbooks, and correspondence• photographs and maps• copies of closure and service limitation notices sent to boat owners and/or other patrons• notices on reductions in mooring fees related to the spill• financial records and tax documentation showing the economic impacts of an incident• relevant deeds and titles of ownership• appraisals and property damage assessments• vessel survey reports	
2	<p>Look for our forms and manuals on our website for additional help. Before you submit your claim, ensure it addresses the following key points.</p> <ul style="list-style-type: none">• It identifies the ship or boat that caused the incident or note that the source of the spill is not known.• It describes the actions you took in response and why.• It details the kind and extent of the damages and/or losses you suffered.• It specifies the amount you spent and why.	

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	<ul style="list-style-type: none"> It provides evidence to support your claim (see Step 1). 	
3	<p>Submit your claim by email or by mail to us at the following address:</p> <p>claims@sr-nr.gc.ca</p> <p>Ship and Rail Compensation Canada Suite 830, 180 Kent Street Ottawa, ON K1A 0N5 Canada</p>	

Additional information:

- [Submit a claim](#)
- [Our eligibility criteria](#)

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