



## Annex 2 – Product Sampling Instructions

Lights, Mid Distillates, Jet A1, Biofuels, Fuels, Petchem

TotalEnergies – Trading & Shipping

March 2026



**TotalEnergies**

# Table of Contents

General.....	2
Disclaimer.....	2
Loading Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem).....	3
Discharge Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem) .....	4
Transshipment Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem).....	5
Loading Operations (JET A1).....	6
Discharge Operations (JET A1) .....	7
Transshipment Operations (JET A1).....	8

## General

This document sets out operational guidance and recommended measurement procedures intended for use by inspectors and specifies procedures directed at minimizing cargo contamination and losses. In absence of, or in conjunction with, specific instructions, this document shall be considered a summary of good practice used within industry.

Any reference in this document to the “TotalEnergies T&S Entities” is exclusively applicable only for the following entities:

- TOTSA TotalEnergies Trading SA
- TOTSA TotalEnergies Trading SA (DIFC Branch)
- TotalEnergies Trading Europe
- Atlantic Trading and Marketing Inc.
- TotalEnergies Trading Asia Pte. Ltd.

Therefore, it shall not be construed as referring to any other entity of the TotalEnergies Company.

### **Note:**

**MV** (Mother Vessel) and **DV** (Daughter Vessel) are terms used to distinguish the supplying and receiving vessels during transfer operations when applicable. An asterisk “\*” indicates that the corresponding step or requirement is subject to conditions, operational limitations or special instructions, which are explained in the footnote associated with the table.

## Disclaimer

This document is provided for operational guidance only, nor does it amend or supersede any contractual terms binding upon the inspection companies or the TotalEnergies T&S Entities. It does not replace any applicable laws, regulations, industry standards, safety procedures, or requirements set by terminals, vessels, port authorities, or local legislation. If this document conflicts with any applicable law, regulation, industry standard, or terminal/vessel requirement, the stricter requirement shall apply.

The contents of this document may be amended, updated or supplemented by any of the TotalEnergies T&S Entities at any time. Inspectors are expected to apply professional judgement and contact the relevant TotalEnergies T&S Entity immediately when any unclear, abnormal or non-standard operational condition arises.

TotalEnergies T&S Entities do not accept responsibility for any loss, damage or delay resulting from the misapplication or misinterpretation of the information contained herein. The appointed inspection company remains fully responsible for ensuring that all operations are performed safely, properly documented, and in full compliance with all applicable requirements.

Inspectors act as independent contractors and are not representatives or agents of the T&S Entities.

## Loading Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem)

SAMPLING AT LEAST AND DISTRIBUTION		MASTER	RECEIVERS	INSPECTOR
EACH SHORE TANK BEFORE LOADING: U/M/L/B + 2 X 1L RUNNING SAMPLES (IF SHORE TANK IS ALREADY ANALYSED/CERTIFIED: ONLY 2 X 1L RUNNING SAMPLES)	6 X 1L (OR 2 X 1L RUNNING SAMPLES)	-	-	6 (OR 2 AS COMMENTED)
SAMPLE FROM JETTY HEAD PRIOR COMMENCEMENT OF LOADING (+2 MINUTES + 5 MINUTES) *	1 X 1L EACH	-	-	1
SAMPLE FROM SHIP'S-BARGE'S MANIFOLD AT START OF LOADING (+2 MINUTES + 5 MINUTES) *	1 X 1L EACH	-	-	1
SHIP'S-BARGE'S FIRST FOOT ON NOMINATED RECEIVING CARGO TANKS *	1 X 1L EACH	-	-	1
RUNNING SAMPLE FROM EACH SHIP'S-BARGE'S NOMINATED RECEIVING CARGO TANKS AFTER LOADING (MINIMUM 5LTR PER GRADE) (IF REQUESTED BY OPS: 1 ADDITIONAL RUNNING SEALED SAMPLE PER TANK TO BE PLACED ONBOARD, AGAINST SIGNED RECEIPT)	1L / TANK	(1 IF REQUESTED BY OPS)	-	1
IN CASE OF BLENDING ONBOARD VESSELS: U/M/L AFTER LOADING EX EACH SHIP'S NOMINATED RECEIVING CARGO TANKS *	U/M/L X 0.5L EACH TANK	-	-	ALL
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN FOR RVP ANALYSIS (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED

**\*NOTE:** TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S-BARGE'S COT & LINES CONFIGURATION.

## Discharge Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem)

SAMPLING AT LEAST AND DISTRIBUTION		MASTER	RECEIVERS	INSPECTOR
NOMINATED RECEIVING SHORE TANKS BEFORE DISCHARGE - U/M/L *  (IF TANK LEVEL BELOW 3M [10FT]: 1 X 1L RUNNING SAMPLE TO BE DRAWN)	3 X 1L  (OR 1 X 1L RUNNING SAMPLE)	-	-	3  (OR 1 AS COMMENTED)
RUNNING SAMPLE FROM EACH SHIP'S-BARGE'S NOMINATED DISCHARGE CARGO TANKS BEFORE DISCHARGE (MINIMUM 5LTR PER GRADE)	1L / TANK	-	-	1
IN CASE ONBOARD QUALITY CONCERNS EXIST OR CARGO ONBOARD KNOWN TO BE NOT HOMOGENEOUS: U/M/L BEFORE DISCHARGE EX EACH SHIP'S NOMINATED DISCHARGE CARGO TANKS	U/M/L  X 0.5L EACH TANK	-	-	ALL
SAMPLE SHIP'S-BARGE'S MANIFOLD AT START OF DISCHARGE (+5 MINUTES + 15 MINUTES) **	1 X 1L	-	-	1
EACH SHORE TANK AFTER DISCHARGE: U/M/L/B + 2 X 1L RUNNING SAMPLES	6 X 1L	-	-	6
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN FOR RVP ANALYSIS (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED

\*NOTE: + 1 X 1L RUNNING IN CASE TANK IS SAMPLED FOR ANALYSES.

\*\*NOTE: TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S-BARGE'S COT & LINES CONFIGURATION.

## Transshipment Operations (Lights, Mid Distillates, Biofuels, Fuels, Petchem)

SAMPLING AT LEAST AND DISTRIBUTION		MV	DV	INSPECTOR
MV NOMINATED SHIP'S TANKS RUNNING SAMPLE BEFORE DISCHARGE (MINIMUM 5LTR PER GRADE)	1L / TANK	-	-	1
MV MANIFOLD AT START OF DISCHARGE (+5 MINUTES + 15 MINUTES) *	2 X 1L	-	-	2
DV MANIFOLD AT START OF LOADING (+5 MINUTES + 15 MINUTES) *	2 X 1L	-	-	2
DV FIRST FOOT ON NOMINATED RECEIVING CARGO TANKS *	1L / EACH	-	-	1
DV NOMINATED SHIP'S TANKS RUNNING SAMPLE IMMEDIATELY AFTER COMPLETION OF LOADING (MINIMUM 5LTR PER GRADE)	1L / TANK	-	-	1
IN CASE MV ONBOARD QUALITY CONCERNS EXIST OR MV CARGO ONBOARD KNOWN TO BE NOT HOMOGENEOUS:  U/M/L BEFORE DISCHARGE EX EACH MV NOMINATED DISCHARGE CARGO TANK	U/M/L  X 0.5L EACH TANK	-	-	ALL
IF BLEND ONBOARD DV:  U/M/L AFTER LOADING EX EACH DV NOMINATED RECEIVING CARGO TANK	U/M/L  X 0.5L EACH TANK	-	-	ALL
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN FOR RVP ANALYSIS (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)	IF REQUIRED	-	-	IF REQUIRED

**\*NOTE:** TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S COT & LINES CONFIGURATION.

## Loading Operations (JET A1)

SAMPLING AT LEAST AND DISTRIBUTION		MASTER	RECEIVERS	INSPECTOR
<p>EACH NOMINATED SHORE TANK BEFORE LOADING:</p> <ul style="list-style-type: none"> <li>1L SEALED RUNNING SAMPLE OF EACH SHORE TANK FOR RECEIVERS TO BE PLACED ONBOARD, AGAINST SIGNED RECEIPT BY MASTER</li> <li>U/M/L (2L PER LEVEL)</li> <li>MINIMUM 10L RUNNING SAMPLES FOR FULL SPECIFICATION</li> <li>(IF SHORE TANK IS ALREADY ANALYSED/CERTIFIED: ONLY 1L RUNNING SAMPLE)</li> </ul>	<p>PER EACH LOADING SHORE TANK:</p> <p>1L SEALED RUNNING SAMPLE FOR RECEIVERS</p> <p>+3 X 2L U/M/L</p> <p>+10L RUNNING SAMPLES (MIN)</p> <p>(OR 1 X 1L AS COMMENTED)</p>	-	1L SEALED RUNNING SAMPLE OF EACH SHORE TANK	ALL REMAINING SAMPLES
<p>SAMPLE FROM JETTY HEAD:</p> <p>PRIOR OF LOADING IF LINE IS FULL, AT START OF LOADING AND END OF LOADING, AND AT ANY CHANGE OF BATCH</p>	1 X 1L EACH	-	-	ALL SAMPLES
<p>SAMPLE FROM SHIP'S-BARGE'S MANIFOLD:</p> <p>AT START OF LOADING AND END OF LOADING, AND AT ANY CHANGE OF BATCH</p>	1 X 1L EACH	-	-	ALL SAMPLES
<p>SHIP'S-BARGE'S FIRST FOOT:</p> <p>ON NOMINATED RECEIVING CARGO TANKS *</p>	1 X 0.5L EACH RECEIVING CARGO TANK	-	-	ALL SAMPLES
<p>SHIP'S-BARGE'S NOMINATED CARGO TANKS AFTER LOADING:</p> <ul style="list-style-type: none"> <li>2 RUNNING SEALED SAMPLE FROM EACH SHIP'S-BARGE'S NOMINATED RECEIVING CARGO TANKS AFTER LOADING TO BE PLACED ONBOARD, AGAINST SIGNED RECEIPT BY MASTER</li> <li>1 RUNNING SAMPLES FROM EACH SHIP'S-BARGE'S NOMINATED RECEIVING CARGO TANKS AFTER LOADING. (ONLY IN CASE OF LESS THAN 10 CARGO TANKS LOADED, A MINIMUM OF 10L RUNNING SAMPLES PER LOADED JET PARCEL MUST BE TAKEN FOR FULL SPECIFICATION)</li> </ul>	<p>PER EACH RECEIVING CARGO TANK:</p> <p>3 X 1L RUNNING SAMPLE (AS PER COMMENT: MIN 10L RUNNING SAMPLES)</p>	1L SEALED RUNNING SAMPLE OF EACH SHIP TANK	1L SEALED RUNNING SAMPLE OF EACH SHIP TANK	ALL REMAINING RUNNING SAMPLES (MIN 10 L)
<p>ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)</p>	FOLLOW HM92 RECOMMENDATIONS	-	-	FOLLOW HM92 RECOMMENDATIONS

\*NOTE: TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S-BARGE'S COT & LINES CONFIGURATION.

## Discharge Operations (JET A1)

SAMPLING AT LEAST AND DISTRIBUTION		MASTER	RECEIVERS	INSPECTOR
<p>EACH NOMINATED RECEIVING SHORE TANKS BEFORE DISCHARGE:</p> <p>U/M/L (1L PER LEVEL)</p> <p>(IF TANK LEVEL BELOW 3M [10FT]: 1 X 1L MIDDLE SAMPLE TO BE DRAWN)</p>	<p>3 X 1L</p> <p>(OR 1 X 1L MIDDLE SAMPLE)</p>	-	-	ALL SAMPLES
<p>RUNNING SAMPLE FROM EACH SHIP'S-BARGE'S NOMINATED DISCHARGE CARGO TANKS BEFORE DISCHARGE. (ONLY IN CASE OF LESS THAN 10 CARGO TANKS DISCHARGED, A MINIMUM OF 10L RUNNING SAMPLES PER DISCHARGED JET PARCEL MUST BE TAKEN FOR FULL SPECIFICATION)</p>	<p>PER EACH DISCHARGING CARGO TANK:</p> <p>1 X 1L RUNNING SAMPLE</p> <p>(AS PER COMMENT: MIN 10L RUNNING SAMPLES)</p>	-	-	ALL SAMPLES (MIN 10 L)
<p>IN CASE ONBOARD QUALITY CONCERNS EXIST OR CARGO ONBOARD KNOWN TO BE NOT HOMOGENEOUS:</p> <p>U/M/L BEFORE DISCHARGE EX EACH SHIP'S NOMINATED DISCHARGE CARGO TANKS</p>	<p>U/M/L</p> <p>X 0.5L EACH DISCHARGING SHIP'S-BARGE'S TANK</p>	-	-	ALL SAMPLES
<p>SAMPLE SHIP'S-BARGE'S MANIFOLD:</p> <p>AT START OF DISCHARGE (+5 MINUTES + 15 MINUTES) *</p>	<p>1 X 1L</p>	-	-	ALL SAMPLES
<p>EACH NOMINATED RECEIVING SHORE TANK AFTER DISCHARGE:</p> <ul style="list-style-type: none"> <li>U/M/L (2L PER LEVEL)</li> <li>MINIMUM 10L RUNNING SAMPLES FOR FULL SPECIFICATION</li> </ul>	<p>PER EACH RECEIVING SHORE TANK:</p> <p>3 X 2L U/M/L</p> <p>+ 10L RUNNING SAMPLES (MIN)</p>	-	-	ALL SAMPLES
<p>ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)</p>	<p>FOLLOW HM92 RECOMMENDATIONS</p>	-	-	FOLLOW HM92 RECOMMENDATIONS

**\*NOTE:** ADDITIONAL SAMPLES TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S-BARGE'S COT & LINES CONFIGURATION.

## Transshipment Operations (JET A1)

SAMPLING AT LEAST AND DISTRIBUTION		MV	DV	INSPECTOR
MV NOMINATED SHIP'S TANKS RUNNING SAMPLE BEFORE DISCHARGE.  (ONLY IN CASE OF LESS THAN 10 CARGO TANKS DISCHARGED, A MINIMUM OF 10L RUNNING SAMPLES PER DISCHARGED JET PARCEL MUST BE TAKEN FOR FULL SPECIFICATION)	PER EACH DISCHARGING CARGO TANK:  1 X 1L RUNNING SAMPLE  (AS PER COMMENT: MIN 10L RUNNING SAMPLES)	-	-	ALL SAMPLES
MV MANIFOLD AT START OF DISCHARGE  (+5 MINUTES + 15 MINUTES) *	2 X 1L	-	-	ALL SAMPLES
DV MANIFOLD AT START OF LOADING  (+5 MINUTES + 15 MINUTES) *	2 X 1L	-	-	ALL SAMPLES
DV FIRST FOOT ON NOMINATED RECEIVING CARGO TANKS *	1L / EACH	-	-	ALL SAMPLES
DV NOMINATED SHIP'S TANKS RUNNING SAMPLE IMMEDIATELY AFTER COMPLETION OF LOADING. (ONLY IN CASE OF LESS THAN 10 CARGO TANKS LOADED, A MINIMUM OF 10L RUNNING SAMPLES PER LOADED JET PARCEL MUST BE TAKEN FOR FULL SPECIFICATION)	PER EACH RECEIVING CARGO TANK:  1 X 1L RUNNING SAMPLE  (AS PER COMMENT: MIN 10L RUNNING SAMPLES)	-	-	ALL SAMPLES
IN CASE MV ONBOARD QUALITY CONCERNS EXIST OR MV CARGO ONBOARD KNOWN TO BE NOT HOMOGENEOUS:  U/M/L BEFORE DISCHARGE EX EACH MV NOMINATED DISCHARGE CARGO TANK	U/M/L  X 0.5L EACH TANK	-	-	ALL SAMPLES
SHIP'S ONLY: ADDITIONAL SAMPLES TO BE TAKEN IN CASE OF WATER CONTAMINATION (AS PER HM92)	FOLLOW HM92 RECOMMENDATIONS	-	-	FOLLOW HM92 RECOMMENDATIONS

**\*NOTE:** TO BE DISCUSSED WITH THE OPERATOR OF THE RELEVANT TOTALENERGIES T&S ENTITY AND SURVEYOR ACCORDING TO LOCAL REQUIREMENTS / PROCEDURES / FLOW RATE / SHIP'S COT & LINES CONFIGURATION.