

# CEYHAN

# TOROS TARIM SANAYİ VE TİCARET A.Ş.

# **TERMINAL INFORMATION AND REGULATIONS**

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## **<u>1. PORT / TERMINAL DESCRIPTION</u>**

**Location**: The port of Toros is located in the Gulf of Iskenderun approximately 80 km East of Adana. See Appendix 1.

Anchorage Area			
Ships carrying dangerous goods (	tankers)	36° 49' 00'' N 36° 48' 18'' N	035° 57' 18'' E 036° 00' 18'' E
		36° 51' 00'' N	036° 02' 12'' E
		36° 51' 48'' N	035° 59' 12'' E
<b>Pilot Station:</b> 36° 50' 00'' N / 035°	° 57' 00'' E		
Ships carrying non-dangerous go	ods (bulk carriers)	36° 52' 18'' N	035° 59' 18'' E
		36° 51' 42'' N 36° 52' 48'' N	036° 01' 36'' E 036° 02' 18'' E
		36° 53' 30'' N	036° 02' 16' E 036° 00' 06'' E
<b>Pilot Station:</b> 36° 52' 30'' N / 035°	° 58' 48'' E		
<b>Terminal Coordinates:</b>			
West Jetty (Berth No 1-2-3)	Shore side	36° 55' 00'' N	035° 58' 54'' E
	Sea side	36° 54' 24'' N	035° 59' 06'' E
East Jetty (Berth No 4-5-6-7-8)	Shore side	36° 55' 12'' N	035° 59' 18'' E
	Sea side	36° 54' 30'' N	035° 59' 34'' E

**General overview**: The port has 2 jetties (finger type), the west jetty has three berths can handle vessels of up to 40,000 dwt and the east jetty has six berths can handle vessels of up to 110,000 dwt. **Cargo handled**: Dry bulk cargoes including grains, feed grains, fertilizers, sulphur, clinker, minerals, pet coke and coal etc.

Liquid cargoes include edible oils, chemicals, petroleum products, acids and ammonia.

Break bulk cargo includes bagged products, crated products and Ro-Ro operation.

Traffic Schemes: Approximately 6.000.000 mton of cargo from 500 vessels handled annually.

Max size: West Jetty: 40,000 Dwt. East Jetty, 110,000dwt.

Load Line zone: Summer.

**ISPS:** The port facility complies with the ISPS code.

UNLOCODE: TR TGT

# **2. PRE-ARRIVAL INFORMATION**

**INFORMATION:** Prior to arrival at the Terminal, the Master or the agent shall provide the following information the

- 1. ETA's: Notify ETA 72, 48, 24 and 4 hours (LT-Local time) prior to arrival.
- 2. DWT, NRT, GRT, fore and aft drafts.
- 3. Cargo name, quantity to be loaded / unloaded.
- 4. Cargo plan if required by Terminal.
- 5. For tankers, Number and size of connections and unloading capacity if required by Terminal.

#### Documentation required before arrival and sent by agent via email: Documents to Be Send For All Ships

- 1. Cargo Stowage Plan
- 2. Waste Form
- 3. Last 10 Ports
- 4. Ballast Reporting Form
- 5. Freshwater Demand

#### **Documents To Be Send For Only Tankers**

- 6. Cargo Ship Safety Construction Certificate
- 7. Cargo Ship Safety Equipment Certificate
- 8. Classification Certificate
- 9. Document of Compliance
- 10. Safety Management Certificate

Communications VHF: The terminal and pilot can be contacted on VHF Ch 16 and 13.

Health regulation: All ships entering to the Terminal controlled by Coastal Sanitary Office.

The Masters of the vessels at Terminal should inform the Coastal Sanitary Office, their agents and Terminal in case of any illness and death on board.

**Customs & Immigration:** All controls related with cargo and vessel like custom, police, health dept. and harbor master are made when vessels are at anchor.

Standard message: All ships entering to the Terminal should contact with Toros Pilot and their agent.

**Flags:** All the ships berthed to the platforms should hang the Turkish flag on the bridge stick and their own flag on the aft ward from sunrise to sunset. The Turkish Flag should be in good condition. **Notice of readiness:** All the ships entering to the Terminal should tender their NOR to their agent.

## **3. NAVIGATION**

Port limits: Toros lies within the Botas (Ceyhan) port limits.

Coordinates: 36° 34' 03'' N 035° 33' 24'' E 36° 25' 15'' N 035° 35' 57'' E 36° 49' 48'' N 036° 10' 00'' E

#### Sea buoys, fairways and channels: None.

**Pilotage:** Compulsory. Available from Toros Terminal. Boarding speed should be between 3 knots and 5 knots. Pilot ladder should be convenient according to IMPA (International Maritime Pilots' Association) Standarts.

**Tugs:** Compulsory towage for berthing and unberthing. The tugs are equipped for firefighting. There are two mooring crafts and they have right hand propeller.

Tug	Name	Length	Bollard Pull
No.1	Sanmar 30	18 m	30 t
No.2	Sanmar 31	18 m	30 t
No.3	Ulupinar 15	25 m	45 t

Vessel Gross	Vessel Type	Required	Required bollard	Remarks	
Tonnage		tugs (min)	pull (min)		
2000 - 5000	All Vessels	1	16	Min 16 ton	
5001 - 15000	All Vessels	2	32	Each one min 16 ton	
15001 - 30000	All Vessels	2	60	Each one min 30 ton	
30001 - 45000	All Vessels	2	75	Each one min 30 ton	
More than 45000	Non - Dangerous	2	90	Each one min 30 ton	
Wore than 45000	goods transporters	2 90		Each one min 50 ton	
	LPG, Combustible,				
45001 - 75000	Explosive and	3	90	Each one min 30 ton	
	Chemical tankers				
	LPG, Combustible,				
more than 75000	Explosive and	3	120	Each one min 30 ton	
	Chemical tankers				
All tonnage	LNG vessels	3	150	Each one min 30 ton	

According to Port Regulations, vessels' tug requirements are as below:

**Anchorages:** There is a large anchorage area, about 3.5 nm offshore. The holding ground is reported to be good. See anchorage area coordinates at the beginning of the page.

Vessels should contact the Toros Pilot for permission through VHF channel 16/13 before drop anchor.

**Principal navigation aids:** Three tug boats, one pilot boat, two mooring boats and one service boat available 24 hours for aids.

Coast Guard: Available at Botaş.

Tidal range and current: Range 0.4 m. and no current.

**Dock density:** 1026 – 1027 kg/m3.

Weather: Prevailing winds: SW'ly.

Charts: BA 2187, 2185, 2632; Turkish 33, 334. Admiralty Pilot NP49.

Mooring arrangements: See mooring layout. (Appendix 2)

**Mooring Information and Restrictions:** It is prohibited to moor a vessel at the Terminal without the permission of the Terminal Manager.

The vessel nominated by Terminal is berthed by Toros Pilots with required number of tugs indicated in regulations.

Berthing during daylight hours only for Berth No 1, 2 and 6; and sailing 24 hours for all berths. When the wind speed is exceeding over 5 beaufort (17-21 knots) vessels do not berth to piers. When the wind speed is exceeding over 6 beaufort (22-27 knots) loading/unloading of vessels is stopped and hose(s) is/are disconnected.

When the wind speed is exceeding over 7 beaufort (28-33 knots), berthed vessels are unberthed. **Fenders:** Berth no 1 and 2 has Leg Type Panel fenders, Berth no 3-4-5-6-7-8 have Arch Type fenders.

**Cancellation:** Under adverse conditions the Terminal Manager, Master of a vessel or the Loading Master may order the cancellation of a scheduled berthing at any stage of the operation.

**Ropes, wires and winches:** The vessel is secured alongside with suitable ropes/wires, which are to the satisfaction of the Toros Pilot. Mooring ropes or wires shall only be fastened to the proper fixtures provided for this purpose. If utilized self-tensioning winches must not be used in automatic mode and winch brakes must be kept hardened up except when moorings are being tended. Terminal doesn't prefer usage of wire ropes for mooring, but in case of usage wire ropes, some part of ropes should be nylon or polypropylene which comes across to the Quick Release Hooks.

Access to and from ships: Access to/from ship is achieved through berths and also achieved from sea by boats in any emergency.

Accommodation ladder/Ship's gangway: Supplied by ship and landed to the platform of the berth agreed by ship and terminal.

Min. Parallel Body Length: MPBL is 35 m for berth no 1-2, 40 m for berth no 6 for tankers.

**Emergency procedure:** The vessel berthed should keep enough number of crew on board and be ready for sailing at any time.

In any emergency condition, ship should contact with Terminal and Pilot by VHF 13/16, mobile +90 530 767 64 81 (Terminal Manager).

In the event of emergency services being required, i.e. Police, Fire ,Ambulance, Coastguard, these may be obtained via Terminal Manager, Loading Master or Pilot Station by calling on VHF 13/16.

# **4. GENERAL INFORMATION**

Repairs: Any repairs which cause immobilization are not allowed when vessels alongside.

Workshops for repairs available in Iskenderun, 80 km. Repair needs must be sent to the ship's agent who will provide them.

**Dock Facilities:** No docking facilities.

Fresh water: Fresh water available at all berths by pipe.

**Provisions:** Available by ship chandler in Iskenderun.

**Bunker** : Available as ex-trucks only by bunker suppliers.

**Garbage:** All the rubbish, trash and litter is collected by the Terminal according to demand from vessels. The garbage should be prepared, grouped and packed into six categories by vessel according to MARPOL 73/78 Annex V before deliver to the shore. Also Terminal and Vessel should fill "TRANSFER FORM FOR WASTES IN MARPOL 73/78 ANNEX-V" form after delivery of garbage. (A-copy of the form should be taken and kept by vessel).

**Waste reception facilities:** 1026 m3 slop, 613 m3 bilge, 613 m3 sludge, 20 m3 waste oil and 40 m3 toxic slop capacity available at the Terminal. Terminal receives only including petroleum products slop by petrol product tankers.

Pollution: All kind of pollution is prohibited during ships stay in the port.

**De-ballasting:** Discharging of dirty ballast to the sea strictly forbidden. Only clean ballast discharged from segregated ballast tanks.

Damage: Damages occurred during loading/unloading are repaired by Terminal before sailing.

**Photography:** Photography is prohibited unless authorized by Loading Master and if necessary a work permit issued.

**Medical facilities:** Plant health Service, dispensary, a physician and ambulance available every time. The nearest hospital is approx 30 km in Ceyhan.

Working hours: Throughout 24 hours.

Crew Change: Available.

Surveyors: Located at Iskenderun.

**Officials and Visitors:** No visitors are allowed abroad ships berthed alongside. Only Terminal employees, authorized personnel, agents, custom officers are admitted to the ships.

Fumigation: Available in Iskenderun, 80 km.

Nearest railway: Approx. 15 km.

Public holidays: New Year's Day, April 23, May 1, May 19, Aug 30, Oct 29.

Religious holidays: Seker (3 days) and Kurban (4 days), no specific date (lunar calendar).

Transport/Nearest airport: Adana airport 82 km.

Consuls: There are consulates of most countries in Ankara, 450 km.

**Banks:** Nearest banks in Ceyhan 30 km and Adana 82 km. ATM is available at the Terminal gate. **Time:** GMT +2 (GMT +3 in summer).

**International dialing code:** +90.

**Territorial waters:** Limit of 6 nm in the Aegean Sea along with a limit of 12 nm in the Black Sea and Mediterranean Sea for territorial waters.

Capital city: Ankara.

**Currency:** The unit of currency in Turkey is the Turkish Lira (TL).

Capital airport(s): Ankara (ANK) (Esenboga) is 28km NE of the Ankara city.

Istanbul Atatürk (ALL) and Sabiha Gokcen (SAW) are at the city limits of Istanbul.

National airline: THY Turkish Airlines.

# **5. TECHNICAL DATA**

#### **Berths:**

Names/No's: There are 3 loading / unloading berths available on the west jetty and 6 loading / unloading berths available on the east jetty.

Berth	Max. DWT		May Doom (m)	Ma	x. DRA	FT (m.)
Dertii	Max. Dw I	Max. LOA (m)	Max. Beam (m)	Fore	Aft	Even Keel
1	40.000	185	28 m for bulk carriers, tankers no restriction.			10,5
2	40.000	212	No restriction			11,5
3	3.000	100	15			4,8
4	110.000	270	42	13,0	13,5	13,0
5	110.000	270	42	13,0	13,5	13,0
6	40.000	190	No restriction	10,0	10,5	10,0
7	40.000	220	25 m for bulk carriers, tankers no restriction.	10,0	11,0	10,0
8	3.000	100	15	4,5	5,0	4,5
Ro-Ro	8.000	120	20	8,0	8,0	8,0

#### Air drafts:

Berth No	Maximum permissible air drafts (for vessels from sea level to hatch, for tankers from sea level to the manifold)
1	22 m for cargo vessels, 14 m for tankers.
2	14 m for tankers, 12 m for ammonia tankers.
3	No restriction.
4	25 m for cargo vessels.
5	25 m for cargo vessels.
6	14 m for tankers.
7	19 m for cargo vessels.
8	No restriction.

#### **Cargo handling equipments:**

Berth No	Equipments
1	2 Jetty grab crane SWL 6 and 8 ton mounted on tracks, with capacity of 125 mt/h and
1	175 mt/h
4	2 Jetty grab cranes SWL 17 ton mounted on tracks, with capacity of 400 mt/h each
5	2 Jetty grab cranes SWL 30 ton mounted on tracks, with capacity of 600 mt/h each
7	1 Jetty grab crane SWL 6 ton mounted on tracks, with capacity of 200 mt/h

#### **Conveyor system:**

Two lines conveyor system (two incoming) connects the berth no 4, 5 and 7 to the warehouses and bagging/truck loading units.

One incoming conveyor system connects the berth no 1 to the fertilizer warehouses.

Incoming Lines: One line with capacity of 800 mt / hour connects the berths no 5, 7 to the warehouses and bagging / truck loading units.

One line with capacity of 600 mt / hour connects the berths no 4, 7 to the warehouses and bagging/truck loading units.

One line with capacity of 400 mt / hour connects the berths no 1 to the warehouses and bagging/truck loading units.

Berth No	Unloading Capacity (mton/day)	Loading Capacity (mton/day)
1	4.000	
2 (liquid)	23.000	17.000
3	1.500	1.500
4	15.000	15.000
5	22.000	22.000
6 (liquid)	5.000	5.000
7	5.000	5.000
8	1.500	1.500

#### Nominal loading/unloading capacities (bulk):

#### Liquid loading/Unloading Capacities:

Berth No	Product Type	Loading and Unloading Capacity (mton/hours)	Pipe diameter (inches)
1-2	Phosphoric Acid	200	8
1-2	Fuel Oil	700	14
1-2	Gas Oil	750	12
1-2	Gasoline	925	14
1-2	Kerosene	970	14
2	Ammonia	170	6
All	Water	50	4
All	Air		3
6	Styrene Monomer	350	10
6	Caustic Soda	150	8
6	Others (LAB, Edible oil etc)	150	6

#### Facilities:

Bagging units no 1-2 each has 3 lines with an aggregate total capacity of 8,000 tpd, which enables simultaneous bagging of 2 different cargoes and simultaneous loading of 6 trucks. There are 6 mobile bagging units; each has 2 lines with an aggregate total capacity of 16,000 tpd.

Units can operate independently, within the Terminal, as well as in any other Turkish port or location.

Bagging unit no 3 has 10 lines with a total capacity of 14,000 tpd, which enables simultaneous bagging of 2 different cargoes and simultaneous loading of 10 trucks.

#### Cargo weight determination:

Quantity of grain determined by batch weighers in the flat grain silo elevator or draft survey during loading / unloading.

Bagged cargo quantities determined by counters on the bagging unit during loading, by truck weighbridge during unloading.

Bulk cargo quantities determined by draft survey or by truck weighbridge during loading/unloading.

#### Mobile equipment:

1 x 70t, 1 x 25t mobile cranes, 16 front end loaders, 3 backhoes, 8 bobcat loaders, 5 forklifts, 50 trucks and 2 portable air compressors.

#### Storage:

**Covered storage:** Flat grain: 4 chambers, capacity 60,000t, loading by belt conveyor / trippers and unloading by underground belt conveyor / front end loaders.

**Dry bulk warehouse:** Capacity 2 x 50,000t, loading by belt conveyors / trippers, unloading by front end loaders/belt conveyors.

**Multi cell warehouse for fertilizers:** Capacity 1 x 35,000t, 1 x 32,000t, loading by belt conveyor / trippers, unloading by front end loaders / belt conveyors.

Bagged cargo warehouse: Capacity 1 x 17,000t, loading / unloading by forklifts.

**Open storage:** Concrete storage space for coal, capacity nearly 11500 m2.

Non paved storage space for coal, capacity nearly 500,000 m2.

Additional storage space for general purpose with capacity 275,000m2.

**Tank farm:** There are 30 multipurpose tanks for petroleum products, total capacity 225.015 m3 composed of:

6 x 20000 m3, 7 x 10,000 m3, 2 x 5,000m3, 2 x 3,000 m3, 2 x 2,500m3, 1 x 2,000m3,

3 x 1,500 m3, 7 x 1,000 m3

Two tanks for ammonia: 1 x 14670 m3, 1 x 7330 m3.

Six tanks for phosphoric acid: 1 x 5000 m3, 1 x 3410 m3, 2 x 2760 m3, 1 x 2670 m3, 1 x 1880 m3. The tank farm is equipped with pumping stations, truck loading and unloading platforms, heating system and dedicated pipeline connections to the main platform of West Jetty, berth no 1 and 2.

# 6. LOADING AND UNLOADING OF BULK CARGO VESSELS

#### **PRINCIPLES**

1. The Master has signed a letter acknowledging receipt of these Terminal Regulations.

2. The Master / Chief Officer and the Terminal Representative have jointly completed the Ship / Shore Safety Check List for Loading or Unloading Dry Bulk Cargo Carriers.

3. The Master / Chief Officer should prepare a cargo plan and deliver to the terminal and there should be an agreement between the master and terminal representative on all stages of the cargo plan.

4. There should be an agreement for de-ballasting.

5. The Master / Chief Officer / Duty Officer and terminal representative should contact during loading / unloading with the communication system mentioned on SSSCL.

6. Loading / unloading should be carried out according to the rules mentioned on BLU Code.

## **7. NOTES FOR TANKERS**

# See berth particulars for tanker berth no 1, 2 and 6 in Appendix 3, hose envelopes in Appendix 4 and ammonia loading arm operating envelope in Appendix 5.

#### Definitions

#### **Approved Equipment**

Equipment of a design that has been tested and approved by an appropriate authority such as a government department or classification society. The authority should have certified the equipment as safe for use in a specified hazardous atmosphere.

#### The Company

Toros Tarım Sanayi ve Ticaret A.Ş.

#### Flammable (also referred to as 'Combustible')

Capable of being ignited and of burning. For the purpose of these regulations the terms "flammable" and "combustible" are synonymous.

#### **Terminal Manager**

The Terminal Manager appointed by the Company in Türkiye and includes his authorized deputies and assistants.

#### **Hot Work**

Work involving sources of ignition or temperatures sufficiently high to cause the ignition of a flammable gas mixture. This includes any work requiring the use of welding, burning or soldering equipment, blow torches, some power driven tools, portable electrical equipment which is not intrinsically safe or contained within an approved explosion - proof housing and internal combustion engines.

#### Main Deck

The main deck of a tanker is the steel plating forming the top of the cargo tanks, cofferdams and pump rooms.

#### Master

The Master shall be understood to mean the Master or his duly authorized deputy or any person who for the time being is in charge of the vessel.

#### **Naked Lights**

Open flames or fires, lighted cigarettes, cigars, pipes or similar smoking materials, mobile telephone, any other unconfined sources of ignition, electrical and other equipment liable to cause sparking while in use, and unprotected light bulbs.

#### Operations

The loading / unloading or transfer of petroleum products, gauging, sampling and all other ancillary activities.

#### Loading Master (or Person)

A person appointed by the Company or master of the vessel and empowered to take all decisions relating to a specific task, having the necessary knowledge and experience for that purpose.

#### **Pre-arrival information**

Prior to arrival at the Terminal, the Master, at the request of the Shipping Agents will provide the following information. The shipping Agents will pass the information on to the Company on its receipt:

- Incoming tankers telex ETA via Agents at least 72 hours before arrival at Toros.

- Last cargo, last port and destination.

- Quantity (mtons), of cargo to be loaded / unloaded.

- Confirm number, size and disposition of cargo loading / unloading manifold connections.

- Ship particulars

#### Damage

The Master of an arriving vessel:

-Which has sustained damage which affects or is likely to affect her sea-worthiness, or from which any dangerous or flammable substances is escaping or is likely to escape must inform the local agent and Loading Master and the vessel shall not proceed.

-Except with the permission of the Terminal Manager and in accordance with his directions.

-The Master of a vessel, which sustains damage within the water, controlled by Toros, shall immediately notify the Loading Master of such damage and shall thereafter act as directed by the Loading Master.

# **8. MOORING and HOSE CONNECTION**

#### **Ropes and wires**

The vessel is secured alongside with suitable ropes, which are to satisfaction of the Toros Pilot. A minimum of three sets mooring lines (nylon or manila) each consisting of three or two ropes are required for a safe mooring. There are Quick Release Hooks on Berth no 1-2-3-6 and 7.

#### Winches

Mooring ropes or wires shall only be fastened to the proper fixtures provided for this purpose. If self-tensioning winches are utilized, they must not be used in automatic mode and winch brakes must be kept hardened up except when moorings are being tended.

#### Wire reeling and hose lifting

Tankers must be adequately equipped with 3 tons crane / derrick to hoist 10" cargo hose from shore to the ship manifold and again from ship manifold to the shore in a safe and efficient manner.

#### **Deck watching**

A strict watch is to be kept on the moorings and manifold area throughout the loading operation.

#### **Emergency towing wires**

Towing wires shall be provided and secured to the seaside bow and aft with the towing eyes maintained just above water level, and sufficient slack maintained on deck.

# 9. PLANNING AND SAFETY

#### Operations

Operations shall not commence until:

#### **Receipt of regulations**

The Master has signed a letter acknowledging receipt of these Terminal Regulations.

#### **Check list**

The Master / Chief Officer and the Loading Master have jointly completed the Ship / Shore Safety Check List.

#### **Procedures and communications**

The master has confirmed with the Loading Master that all relevant valves aboard and ashore are properly set, that the agreed operational procedures, emergency procedures and communications are understood and will be adhered to.

#### Loading / unloading

Request loading / unloading rates are consistent with the design capability of the vessel / Terminal and should be mentioned at "Pre-cargo Conference Record" before commence to pump.

#### **Independent Inspector**

The cargo receivers/shippers or owners may appoint an independent inspector to inspect tanks, witness operations and confirm quantities loaded / discharged on/from board.

#### Papers required on arrival

-Quantity of product

-Experience factor

-Last cargo type

-OBQ (On Board Quantity)

-Loading port quantity including OBQ

-NOR

**Notices** (Notices must be display as follows)

At Accommodation Ladder in English stating:

#### WARNING

#### NO NAKED LIGHTS

NO SMOKING

#### NO UNAUTHORISED PERSONS

#### **Emergency actions**

On arrival at the Terminal the Master and the Loading Master shall discuss action to be taken in the event of emergency. This shall include procedures and means of communications and *emergency shutdown operation*.

# In the event of emergency services being required i.e. Police, Fire, Ambulance, Coastguard; these may be obtained by the Loading Master, Terminal Manager or the Control Room by calling direct on VHF Channel 13 / 16 from Terminal or Toros Pilot.

#### **Emergency shutdown procedures**

Before start of loading / discharging the Terminal Loading Master and the ship's staff must be taken first action for the emergency shutdown procedures and must be written in the Terminal "Ship / Shore Safety Check List", such as remote control hydraulic valve, remote control pneumatic valve etc.

For loading operations before cargo operations commencing, remote control equipment is given to tanker to stop the pumps in an emergency situation.

## **10. CONDITIONS OF OPERATIONS / SAFETY PRECAUTIONS**

#### Personnel

Sufficient personnel under the supervision of a Responsible Officer shall be available at all times to deal with operations and any emergency.

#### Language

An officer with good command of the English Language must remain on deck or in the cargo control room at all times. In addition a crew member with a good command of the English Language must remain on deck at all times.

#### Communications

The officer must carry the approved portable VHF radio provided by the vessel for ship / shore communication.

Also, Terminal will give Portable UHF to ship for operation communication. The Portable Uhf should be in Channel Terminal (check on the Uhf screen).

#### Doors, ports and windows

In the accommodation, all external doors, ports and similar openings which lead directly from the tank deck to the accommodation or machinery spaces (other than the pump room), or which overlook the tank deck at any level, or which overlook the poop deck forward of the funnel should be kept closed. A screen door cannot be considered a safe substitute for an external door.

Additional doors and ports may have to be kept closed in special circumstances, or due to structural peculiarities of the tanker.

If doors have to be opened for access they should be closed immediately after use.

Doors that must be kept closed should be clearly marked, but in no case should doors be locked.

#### Manifold connections

Manifold connections either in use or blanked shall be fully bolted. Where spools and/or reducers are utilized they are also should be fully bolted.

#### Central air conditioning and mechanical ventilating systems

Intakes of central air conditioning or mechanical ventilating systems should be adjusted to prevent the entry of petroleum gas, if possible by re-circulation of air within the enclosed spaces. If at any time it is suspected that gas is be in drawn into the accommodation, central air conditioning and mechanical ventilating systems should be stopped and the intakes covered or closed.

#### Window type air conditioning

Window type air conditioning units which are not certified as safe for use in the presence of flammable gas or which draw air from outside the superstructure must be electrically disconnected and any external ventilators or intakes covered or closed.

#### Venting

Venting of cargo spaces must only take place through the vessel's fixed venting system. The cargo tank venting system should be set for the operation concerned and if required the outlets should be protected by devices to prevent the passage of flame. Where appropriate high velocity vents should be set in the operational position to ensure the high exit velocity of vented gas.

#### **Prescribed signals**

All vessels berthed to the platforms should hang the Turkish Flag on the bridge stick and their own flag on the aft ward from sunrise to sunset.

#### **Changes in operation**

The officer shall give verbal notice to the loading Master 15 minutes before any variation to the agreed loading pattern or alteration to operations and before completion of any section the operation.

# **<u>11. MOBILITY</u>**

#### Main engine readiness

A vessel alongside must be maintained a state of full readiness to vacate the berth at short notice.

#### Testing of main engines and steering gear

Prior to departure, the vessel's main engine and steering gear are to be tested in the presence of the Pilot.

#### **Boiler fires**

So as not to immobilize the vessel, boiler fires should only be extinguished when the Master, in consultation with the Loading Master and Marine Superintendent ashore, decides that the boiler fires constitute an undue hazard.

#### **Repair / maintenance work**

Repair / maintenance work involving hot or cold work or the use of naked lights is prohibited unless, in exceptional circumstances, the permission of the Terminal Manager has been requested and granted in writing. Repair / maintenance work includes but is not restricted to boiler and boiler tube cleaning, chipping and scraping, hull painting, testing or servicing of electrical equipment, (including radar and domestic electrical equipment), and the retrofitting of any equipment.

If permission is granted to undertake repair/maintenance, a detailed list of work and contracted shore personnel; employed on a vessel must be given to the Terminal Manager before the work commences.

#### Smoking

Smoking on the piers and on the deck of tankers is strictly prohibited except in those enclosed spaces on board of the tankers and on the piers specifically designated and agreed by the terminal and the vessels.

#### **Alcohol / Drug regulation**

Access to the restricted area, more specifically in which operations are executed, for a person or persons similarly affected by alcohol and / or drugs will be denied.

#### Naked lights

The use of naked lights is prohibited.

#### Photography

Photography is prohibited unless authorized by the Loading Master and if necessary a work permit issued.

#### **Fire precautions**

The vessel's firefighting equipment, including main and emergency fire pumps, shall be ready for immediate use. The fire main system should be pressurized or be capable of being pressurized at immediate notice.

Fire hoses fitted with spray / jet nozzles shall be uncoiled and connected to the fire main on the main deck, one forward and one aft the vessel's manifold. Two portable fire extinguishers, preferably of the foam type, shall be placed adjacent to the manifold. Where monitors are provided they should be pointed towards the manifold and be ready for immediate use.

In case of fire break out on board, the Master shall raise the alarm by sounding the recognized alarm signal consisting of a series of long blasts on the vessel's whistle / siren, each blast being not less than ten seconds duration, supplemented by the sounding of the vessel's fire alarm and shall notify the Terminal or Toros Pilot via VHF Ch.13 / 16 or by telephone + 90 530 767 64 81 (Terminal Manager).

#### **Radio transmitters**

The vessel's radio station transmission equipment, except low energy transmitters such as are used for satellite and VHF communications, shall not be used within the Restricted Area and aerials shall be earthed.

#### Portable VHF / UHF sets, lamps and hand lamps

Portable VHF / UHF sets must be of an approved type.

Portable lamps and hand lamps, electric or otherwise to be approved and explosion proof. The use of portable electric lamps and equipment on flexible cables is prohibited within the cargo tanks and adjacent or over the tank deck.

#### Portable telecommunication systems

The use of portable telecommunication (Mobile telephone) systems is prohibited and must be switch off in the restricted area and during on the service boot onboard voyage.

#### **Prevention of sparks**

Opening and closing of hatches, connecting and disconnecting loading booms and any other operation on deck involving the use of metal instruments shall be carried out in a manner that avoids the generation of sparks.

#### **Funnel smoke**

Boiler tube blowing is prohibited. Excessive funnel smoking or any emission of must be immediately stopped.

#### **Galley stoves**

The use of galley stoves and other cooking equipment shall be permitted provided the Master and Loading Master agree no hazard exists.

#### Movement of tugs and other craft

During operations no vessel shall be allowed alongside the vessel unless approval has been given by the Terminal and agreed by the Master.

#### Tank washing and gas freeing

Tank washing and gas freeing of cargo tanks, (including Inert Gas purging), is not permitted without the written approval of the Terminal. This may be granted subject to all safety, environmental and operational requirements being complied with and berth availability. Such safety and operational requirements will be in accordance with the provisions The International Safety Guide for Oil Tankers and Terminals.

#### **Crude Oil Washing**

COW is not permitted while vessel alongside.

#### Weather precautions

Operations shall be stopped during severe electrical storms, high winds or still air conditions at the discretion of either the Master or Loading Master. The vessel's fixed venting system must be battened down and all apertures confirmed closed.

#### Weather criteria during loading / unloading

The terminal is very rarely closed due to weather and vessels are rarely required to vacate the berth. The Loading Master/Pilot will discuss the prevailing weather conditions and forecast with the Master on board and agree the operation.

When the wind speed is exceeding over 6 beaufort (22-27 knots) loading / unloading of vessels is stopped and the hoses are disconnected from vessels' manifold.

When the wind speed is exceeding over 7 beaufort (28-33 knots) berthed vessels are un-berthed with the agreement Toros Pilot, Toros Terminal Manager / Loading Master and Master of the vessel.

#### **Emergency Shutdown Actions**

In emergency situations described below, loading / unloading must be shutdown:

6. If any spillage occurs,

7. If any leakage occurs on lines or hoses/arm

8. If any fire occurs,

9. If any bad weather occurs (see Weather criteria during loading/unloading item)

10. If the vessel's IGS does not work

11. If the communication between ship and shore disconnected.

In these situations loading / unloading operations must be stopped via emergency shutdown button on jetty or remote commander of ship / shore.

# **12. CONTACT DETAILS:**

#### Port Authority: Botas (Ceyhan) Port

Adress: Kurtpinar Town, Incirli District 28/1 Ceyhan, Adana, Turkiye Tel: +90 322 639 21 39, +90 322 639 21 40 Contact name and title: Bekir YILDIZ / Harbour Master Email: <u>baskanyildiz@yahoo.com</u>

#### Terminal Authority / Operator: Toros Tarım Sanayi ve Ticaret A.Ş.

Address: Ceyhan, PK: 83, TR - 01920 Ceyhan - Adana, Turkey Tel: +90 322 634 2222, Fax: +90 322 634 2323, Telex: 63840 TORS TR Email: ceyhan.fabrika@toros.com.tr Contact Name: Ertem Arslantay / Vice President Operation Email: ertem.arslantay@toros.com.tr Saip Onurhan KADIOGLU / Terminal Manager Email: s.onurhan.kadioglu@toros.com.tr

#### Port / Terminal Operator (Head Office): Toros Tarım Sanayi ve Ticaret A.Ş.

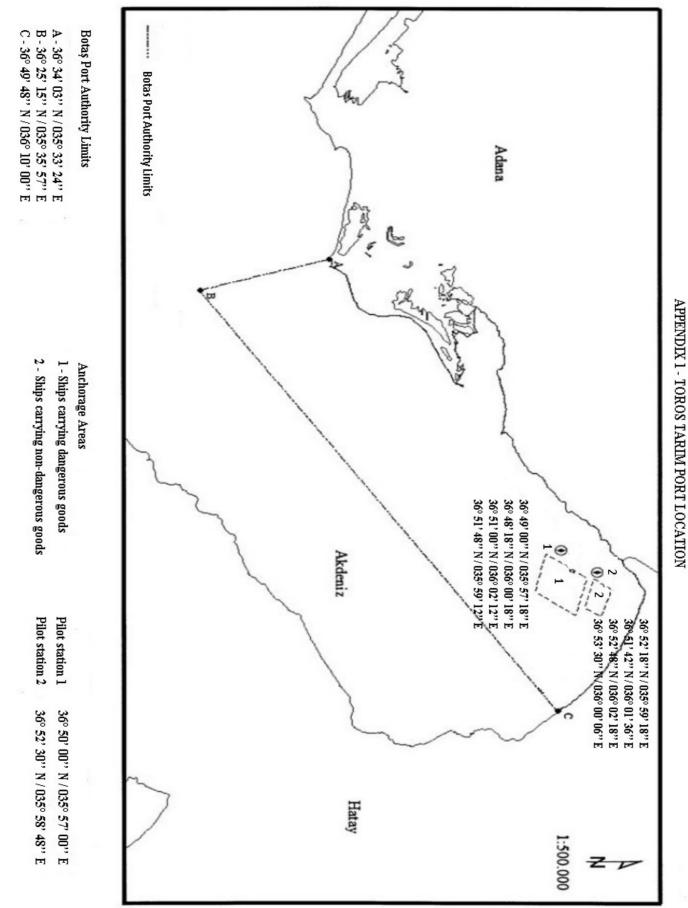
Address: Head office (Marketing), Toros Binasi, Akatlar, TR - 80630 Istanbul, Turkey Tel: +90 212 357 02 02, Fax: +90 212 357 0231, Telex: 28179 TUND TR Email: toros@toros.com.tr Contact Name: Aydın Erdemir / Vice President Marketing Email: aydin.erdemir@toros.com.tr Huseyin BAYRAKLI / Sales and Marketing Chief Email: huseyin.bayrakli@toros.com.tr

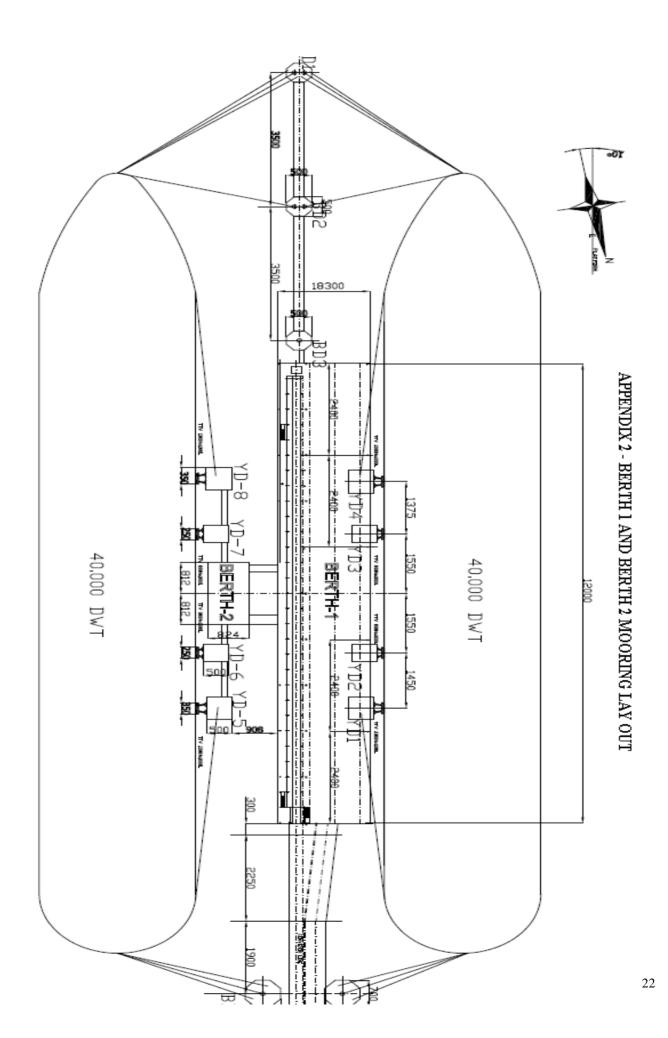
#### Port Facility Security Officer (PFSO):

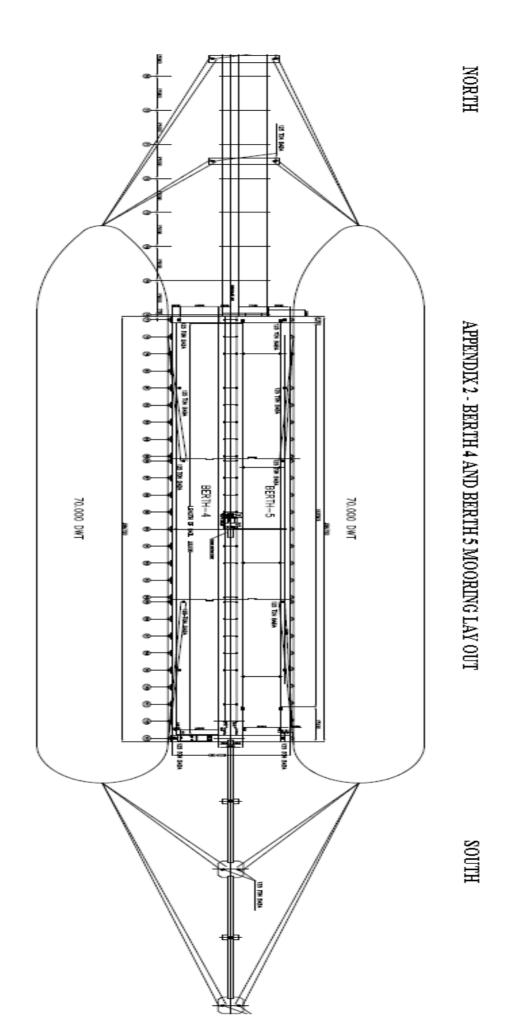
Address: PK 83, TR-01920 Ceyhan-Adana, Turkey Tel: +90 322 634 2222, Fax: +90 322 634 2323, Telex: 63840 TORS TR Contact Name: Mr. Mehmet PUSAT / PFSO Email: mehmet.pusat@toros.com.tr

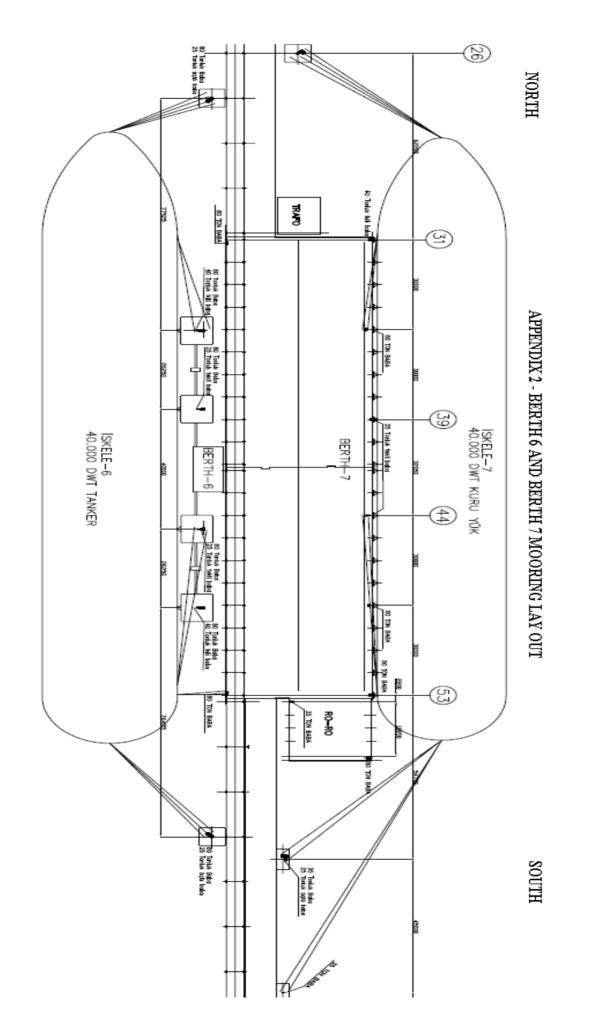
#### Port / Toros Terminal Pilot Station

Address: PK 83 Ceyhan, TR-01920 Adana, Turkey Tel: +90 322 634 2039, Fax: +90 322 634 2038 Email: <u>info@taurship.com.tr</u> Mobile phone: +90 555 654 3153, +90 552 615 6508 Contact Name: Capt. Ahmet Gokce / Capt. Kamil Ustunkol









# <u>APPENDIX 3</u> <u>BERTH 1 PARTICULARS FOR TANKERS</u>

BERTH NO	1
BERTH POSITION	36° 54' 26'' N - 035° 59' 02'' E
MINIMUM WATER DEPTH IN APPROACHES	14 meters
UNDER KEEL CLEARENCE IN APPROACHES	3 meters
UNDER KEEL CLEARENCE ALONGSIDE	0,5 meter
MAXIMUM DRAFT PERMITTED	10,50 meters Even Keel
MAXIMUM DWT PERMITTED	40.000 dwt
MAXIMUM LENGTH OVERALL	185 meters
MINIMUM LENGTH OVERALL	40 meters
MINIMUM PARALLEL BODY LENGTH	35 meters
MAXIMUM BEAM ALLOWED	No restriction
MAXIMUM BOW TO MANIFOLD DISTANCE	110 meters
AXIMUM STERN TO MANIFOLD DISTANCE 100 meters	
MAXIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	14 meters
MINIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	2 meters
	Crude Oil, Gasoline, Kerosen, Fuel oil,
PRODUCTS HANDELED*	Gas oil
TO BE VESSEL'S MANIFOLD DISCHARGE SIZE*	10 inches*150 ASA flange
PRODUCTS HANDELED**	Phosphoric Acid
TO BE VESSEL'S MANIFOLD DISCHARGE SIZE**	1* 8 inches*150 ASA flange and
TO BE VESSELS MANIFOLD DISCHARGE SIZE .	1*10 inches *150 ASA flange
IS BERTH EQUIPPED WITH A VAPOR RECOVERY	
SYSTEM	NO
MINIMUM SWL OF VESSEL'S CRANE/DERRICK	
REQUIRED	3 mton

# **BERTH 2 PARTICULARS FOR TANKERS**

BERTH NO	2
BERTH POSITION	36° 54' 26'' N - 35° 59' 02'' E
MINIMUM WATER DEPTH IN APPROACHES	15 meters
UNDER KEEL CLEARENCE IN APPROACHES	4 metres
UNDER KEEL CLEARENCE ALONGSIDE	0,5 meter
MAXIMUM DRAFT PERMITTED	11,50 meters Even Keel
MAXIMUM DWT PERMITTED	40.000 dwt
MAXIMUM LENGTH OVERALL	212 meters
MINIMUM LENGTH OVERALL	40 meters
MINIMUM PARALLEL BODY LENGTH	35 meters
MAXIMUM BEAM ALLOWED	No restriction
MAXIMUM BOW TO MANIFOLD DISTANCE	110 meters
MAXIMUM STERN TO MANIFOLD DISTANCE	100 meters
MAXIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	14 meters
MINIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	2 meters
PRODUCTS HANDELED*	Crude Oil, Gasoline, Kerosen
TO BE VESSEL'S MANIFOLD DISCHARGE SIZE*	10 inches*150 ASA flange
PRODUCTS HANDELED**	Ammonia, Phosphoric Acid
TO BE VESSEL'S MANIFOLD DISCHARGE SIZE**	1*8 inches*300 ASA flange, 1* 8 inches*150 ASA flange and 1*10 inches *150 ASA flange
IS BERTH EQUIPPED WITH A VAPOR RECOVERY	
SYSTEM	NO
MINIMUM SWL OF VESSEL'S CRANE/DERRICK	
REQUIRED	3 mton

# **BERTH 6 PARTICULARS FOR TANKERS**

BERTH NO	6
BERTH POSITION	36° 54' 47'' N - 35° 59' 29'' E
MINIMUM WATER DEPTH IN APPROACHES	12 meters
UNDER KEEL CLEARENCE IN APPROACHES	1 meters
UNDER KEEL CLEARENCE ALONGSIDE	0,50 meters
MAXIMUM DRAFT PERMITTED	F:10,00 m - A: 10,50 m / If Even Keel: 10,00m
MAXIMUM DWT PERMITTED	40.000 dwt
MAXIMUM LENGTH OVERALL	190 meters
MINIMUM LENGTH OVERALL	50 meters
MINIMUM PARALLEL BODY LENGTH	40 meters
MAXIMUM BEAM ALLOWED	No restriction
MAXIMUM BOW TO MANIFOLD DISTANCE	110 meters
MAXIMUM STERN TO MANIFOLD DISTANCE	100 meters
MAXIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	14 meters
MINIMUM HEIGTH OF MANIFOLD ABOVE	
WATER LEVEL	1 meters
PRODUCTS HANDELED*	Stryen monomer, Caustic Soda, LAB and Edible oils.
TO BE VESSEL'S MANIFOLD DISCHARGE SIZE*	8 inches*150 ASA flange for C. soda 10 inches*150 lbs flange for S. Monomer 6 inches*150 ASA flange for LAB and E.oils
IS BERTH EQUIPPED WITH A VAPOR RECOVERY SYSTEM	NO
MINIMUM SWL OF VESSEL'S CRANE/DERRICK REQUIRED	3 mton

