

Operating regulations Sundsvall Oljehamn AB (SOHAB)



2019

Contents

A COMMON RULES

1. General
2. Safety work
3. Fire safety
4. Hot work
5. Vehicular traffic
6. Access
7. Personal protective equipment
8. Smoking, alcohol and drugs
9. Safety responsibility
10. Environmental responsibility
11. Non-conformances, incidents and accidents
12. Other

B VESSELS

13. Vessel notification
14. Responsible person
15. Access to vessels
16. Tug assistance
17. Mooring
18. Vessels at quayside
19. Inspection
20. Shore personnel
21. Fire safety
22. Actions in the event of fire
23. Protection against releases of product
24. Actions in the event of product releases
25. Discharging and loading
26. Ballasting of tankers
27. Delivery of waste
28. Bunkering

C SHORE-BASED ACTIVITY

29. Transfer pumping between depots

D ANNEXES

Annex 1 Prior notification of vessels to Sundsvall Oil Terminal

Annex 2 'Emergency measures and evacuation routes' – information to vessels

Annex 3 SOHAB's tug provisions

Annex 4 Ship/shore safety checklist

Annex 5 Instructions for safety watchman

Annex 6 Map of Sundsvall Oil Terminal

Annex 7 Classification plan

Definitions

'SOHAB' in these operating regulations is understood to mean the company Sundsvall Oljehamn AB.

'Sundsvall Oil Terminal' and 'the Oil Terminal' in these regulations are understood to mean the geographical area where the operations are undertaken.

A GENERAL

1. General

- The operating regulations apply to all operations in Sundsvall Oil Terminal.
- These operating regulations additionally apply to laws, regulations and general guidelines issued by authorities and the Port Regulations for SOHAB.
- Liquid products of a flammable nature and hazardous to health are handled and stored within the Sundsvall Oil Terminal. Special attention is therefore required to prevent personal injury and damage to property and the environment.
- Everyone who works in and enters the oil terminal is obliged to be aware of and comply with the provisions applicable to the Sundsvall Oil Terminal.
- Everyone who is engaged in operations in the Sundsvall Oil Terminal must have a knowledge of these regulations and ensure that their own and hired personnel receive and apply them.
- SOHAB has coordinating responsibility in accordance with Chapter 3 Section 7 of the Work Environment Act within the oil terminal, with the exception of areas leased out.
- The latest edition of ISGOTT must be applied alongside the Port Regulations and these regulations. (ISGOTT = International Safety Guide for Oil Tankers and Terminals).
- Operations are otherwise regulated, among other things, by instructions and recommendations issued by SPBI (Swedish Petroleum and Biofuels Institute) and SOHF (Swedish Oil Terminals Forum).

2. Safety work

SOHAB has the following fundamental vision in its work on safety:

- operations must be undertaken in such a way that a good work environment, a high level of safety and good quality are promoted;
- everyone who works in the Sundsvall Oil Terminal must feel reassured in practising their profession;
- the operation of the Sundsvall Oil Terminal must be notable for a proactive approach to the environment and safety;
- companies handling products that are flammable or hazardous to health or the environment in the Sundsvall Oil Terminal must have supervisory procedures;

All safety relating to ISPS is governed by the SOHAB safety plan.

All personnel working, temporarily or permanently, in the Sundsvall Oil Terminal must fulfil the Port's safety rules regarding ship and port security and access to the oil terminal.

3. Emergency preparedness

The person responsible for the leased area is responsible for systematic fire safety work in the area concerned.

Fire safety equipment must be in satisfactory condition and be ready to be put to use immediately. Personnel must be trained in and thoroughly familiar with how to operate it.

The following apply within the SOHAB area:

In case of fire:

- If possible, rescue people in danger
- Phone the fire and rescue service on 112
- Set off evacuation alarm
- Close product valves
- Inform SOHAB.

In the case of smaller product releases, regardless of quantity:

- Initiate clean-up work with the equipment available at the scene.
- Inform SOHAB.

In the case of larger product releases, also phone the fire and rescue service, on 112.

4. Hot work

A written permit issued by SOHAB is required for all hot work in the area of SOHAB. The depot concerned is responsible for hot work in leased areas. SOHAB must receive a copy of a permit before the work begins.

A valid certificate must be presented for those who are to perform the work.

Permits may be issued for a limited time only and must, among other things, contain requirements on available fire extinguishing equipment, watch-keeping and recurrent gas measurement.

The current version of the safety rules of the Swedish Fire Protection Association must always be applied.

5. Vehicles and traffic

General traffic rules apply, with particular additions:

- A speed limit of 30 km/hour applies throughout the Sundsvall Oil Terminal.
- Motor vehicles must not be driven or parked without permission inside the fence to the quay area. Permits may be issued only by SOHAB's site manager.
- Vehicles may be parked only at specially arranged and marked places.
- Loaded vehicles must not be parked within the Sundsvall Oil Terminal. Trailers that are detached must be chocked.
- The depot manager is responsible for traffic and parking within the depot facility.
- Vehicle heaters (fuel-powered or electric) must be of an approved type. Remote starting must not be used for fuel-powered heaters.
- The closest route must be taken to and from the place within the oil terminal to which the visit relates. Consideration must, however, always be given in choosing route so that maximum safety is achieved.

6. Access

There is a general prohibition on unauthorised persons entering the Sundsvall Oil Terminal.

6.1 Access to shore area

Only personnel who are involved in operations and personnel appointed by a competent authority have right of access to the shore areas of the port where discharging, loading or other operations take place.

6.2 Access to quay area

Permits for visits may be issued by a person who has a special right to issue such permits. Examples of such persons are:

- SOHAB's site manager or operations coordinator;
- depot manager/facility superintendent;
- master of the vessel to which the visit relates.

A safety watchman has the right to refuse entry to persons who have not been notified in advance.

There is a general prohibition on unauthorised persons entering the Sundsvall Oil Terminal.

7 Personal protective equipment

The following apply to work within the area of SOHAB:

- High-visibility clothing must be worn. Visitors must wear at least a high-visibility vest.
- Protective equipment in the form of helmet, safety goggles or face shield and ear protectors must be readily available and used in work in high-risk environments.
- Full-cover clothing and safety boots must be worn when product is being handled.
- Helmet and safety boots must be worn when working on the quayside.
- A life jacket must be worn when working on the quayside and jetties or where there is a risk of falling in the water.
- In handling oil or chemical products requiring further personal protective equipment in addition to that mentioned earlier, companies in charge of the workplace must ensure that protective equipment is available and is used to the extent indicated by authorities or recommended in safety data sheets.

If any of the above are lacking, SOHAB personnel have the right to stop work until correction is made.

8 Smoking, alcohol and drugs

Smoking and use of naked flames are prohibited throughout the Sundsvall Oil Terminal, ashore as well as on board vessels and in vehicles.

Persons under the influence of alcohol or drugs must not enter the area.

9 Safety responsibility

The senior and supervisory managements of companies with places of work in Sundsvall Oil Terminal are responsible for:

- delegation of work tasks taking place in accordance with applicable legislation;
- training of company personnel being in accordance with applicable legislation, the conditions specified by SOHAB being fulfilled and training in other respects being in accordance with the content of the work;
- signs and instructions being designed so that they are also understood by personnel who do not have a mastery of Swedish.

Personnel who work in the oil terminal are personally responsible for complying with regulations, instructions and generally adopted recommendations and for personal protective equipment being used in accordance with prescribed instructions.

10 Environmental concern

SOHAB holds permits under the Environmental Code from Västernorrland County Administrative Board for port operations in the oil terminal.

Environmental concern in Sundsvall Oil Terminal means, among other things, that:

- Products must be stored and handled in such a way that the risk of releases is minimised. Best available techniques must be followed.
- Everyone in companies operating in the Sundsvall Oil Terminal is responsible for internal training taking place on environmental risks and operation of equipment, with the aim of minimising these risks.
- Loaded road tankers must not be left parked.
- Empty road tankers must stand on a hardened surface with a drain linked to an oil separator.
- Damage to soil and the environment must be notified to the County Administrative Board or the Environment and Health Administration by whoever has caused the damage in accordance with an applicable environmental control programme.
- Goods with a flash point lower than 30°C and other products or substances that can make treatment of OCW (oil-contaminated wastewater) more difficult must not be supplied to the OCW system.
- Single-hulled ships are not permitted to operate in the Sundsvall Oil Terminal (with effect from 01.01.2015).
- There are facilities for the reception of hazardous waste from ships.
- Only companies holding permits may deal with and transport environmentally hazardous waste. Transport documents under the Waste Ordinance must be issued and retained.

11 Non-conformances, incidents and accidents

Injuries, incidents and near-accidents that are of significance to operations in Sundsvall Oil Terminal must be reported as non-conformances. Such non-conformances must be addressed by the cooperation committee for the purpose of reducing the number of injuries and incidents.

12 Other

There is general prohibition of photography and filming within the Sundsvall Oil Terminal. Permission can be given in certain cases by SOHAB's site manager or this person's deputy.

Diving and underwater work in the port area may take place only if SOHAB has granted permission beforehand.

Electrical equipment must comply with the requirements of classification regulations issued by the competent authority. Electrical equipment may only be connected using an approved outlet.

Parts of the port area are EX-rated. See Annex 7, classification plan. Only EX-rated electrical equipment may be used in these zones, including mobile phones and other communication equipment.

B VESSELS

13 Vessel notification

Vessels intending to call at the port must be pre-notified to SOHAB through the shipping company (broker), in accordance with the provisions of Annex 1 to the operating regulations.

Prior notification containing relevant documents must be made in good time and not later than 24 hours before the estimated arrival of the vessel at the port, unless SOHAB in consideration of the duration of the vessel's voyage or other circumstance permits a shorter time.

Information in accordance with Annex 2, 'Emergency measures and evacuation routes' is provided to the vessel before arrival and is posted at a visible place on board.

14 Responsible person

Operators and masters of vessels must appoint a responsible person, in their own areas of responsibility, for transportation, handling and storage of dangerous goods. This person must have the requisite knowledge of applicable provisions and international legal requirements for the transportation, handling and storage of dangerous goods.

15 Access to vessels

As well as the persons who, according to authority provisions, have right of access to vessels, it is a matter for the master of the vessel to decide who else has right of access. Personnel belonging to SOHAB must always be granted access on official duties.

All visitors, including deliveries of goods, must be pre-notified at least 24 hours before arrival.

As access to vessels in general also means that port areas must be passed, SOHAB may refuse access to visitors if there are reasons for doing so.

16 Tug assistance

When vessels call or depart from the quayside, a tug/safety boat must be used in accordance with regulations in SOHAB's tug provisions, see Annex 3.

Rules set by other authorities, for example the Swedish Transport Agency or the National Maritime Administration, may also apply to certain calls.

17 Mooring

Vessels and other floating structures must not moor in the port without SOHAB's consent.

Vessels that are not discharging or loading must not remain in the port without SOHAB's consent.

The pilot/vessel must establish connection with personnel on the quayside before mooring, suitably by radio.

Mooring must take place only to equipment intended for the purpose.

There must be axes for the cutting of moorings in a fire equipment shed or in a cabinet next to the mooring positions.

Fire wires need not be rigged.

Vessels in the port must be kept constantly well moored. The moorings must be kept tensed and adjusted according to the varying freeboard of the vessel, in connection with discharging/loading.

Vessels and other floating structures may be moored alongside another ship only after consent has been obtained from SOHAB.

A device for access between vessel and quayside must be secure and consist of a correct gangway or rope ladder designed for the purpose.

A safety net must be rigged and properly secured under the gangway/rope ladder.

A gangway/rope ladder must be appropriately lit in darkness.

18 Vessels at quayside

18.1 Exhaust venting of gases

The intake and expulsion of air to or from the vessel's cargo tanks may only take place through the ship's ordinary tank ventilation system.

If the intake and expulsion of air must be performed through a tank hatch, a permit to do so must first have been obtained from SOHAB. Such hatches must be fitted with approved, fixed flame protection.

18.2 Spark extinguishers

Tankers and other vessels calling at the Sundsvall Oil Terminal must be fitted with effective spark extinguishers on funnels and exhaust pipes.

If spark generation from a ship funnel or exhaust pipe is observed, measures must be taken immediately to stop this spark generation even if fire under a steam boiler has to be extinguished or an engine has to be stopped. SOHAB must always be informed.

18.3 Smoking

Smoking is prohibited on the open decks, bridges or similar of vessels, irrespective of what cargo the vessel is carrying. No-smoking notices must be clearly visible on board.

To prevent smoking taking place in non-permitted places, masters of vessels should designate a suitable space for smoking. Such spaces must not be directly accessible from the cargo deck. Doors and valves to spaces where smoking is permitted must be kept closed.

18.4 Naked flames, use of spark-generating tools and similar

Naked flames, spark-generating tools, etc. on vessels in the oil terminal must only be used after consent has been obtained from SOHAB. Permits are required for hot work, see point 4 in these operating regulations.

Exception: Naked flames are permitted without special consent in such spaces where smoking is allowed.

18.5 Electrical equipment

Electrical equipment used on vessels carrying oil, gas and chemicals must comply with the requirements of classification regulations issued by the regulatory authority concerned.

18.6 Use of ship radio and radar

Where combustible or explosive gases may occur, the main radio system of vessels must not be used for any purpose other than reception.

Radar systems must not be in operation during loading and discharging.

The vessel's radar system must not be used without special permission from SOHAB.

18.7 Provisioning

Provisioning and taking on board of requisites and other equipment may not take place without the consent of SOHAB.

18.8 Tank cleaning

Cleaning of oil tankers is normally not permitted. Permits can exceptionally be granted by SOHAB. The permit specifies the conditions that are to apply in consideration of the nature of the work.

18.9 Vessels alongside another vessel

Vessels must not be laid alongside another vessel that is discharging/loading or has unloaded product of which the flash point is below 60°C or that has carried such a product in any tank during its previous voyage. SOHAB may, however, give permission for this in special cases.

18.10 Smoke generation, rotating, cleaning of oil-fired boiler, etc.

Vessels must ensure that smoke generation from main engines, auxiliary engines, boilers and any other equipment is minimised. If abnormally great smoke generation is observed, action must be taken immediately and SOHAB's manager must be informed.

Main engines must be used only during the time needed for manoeuvring of the vessel or when required to be able to discharge product.

Special permission from SOHAB is required to be able to rotate propellers.

Cleaning of oil-fired boilers or blowing of flues must not be performed in port.

18.11 Moving under own power

Vessels discharging and loading in the Oil Terminal must be constantly ready to be moved under their own power at short notice. Exceptions may be granted by SOHAB if there are special reasons for doing so.

18.12 Repairs

Repair works must not be carried out on vessels that discharge, load or carry dangerous goods on board without permission from SOHAB. Minor repairs where only non-spark-generating manual tools are used are, however, exempt, provided that

- a) naked flames, hot surfaces or spark-generating tools are not used, and
- b) the vessel can be moved under its own power at short notice.

Requests for permission for repairs that are prohibited should be submitted to SOHAB. The work must not commence until a permit has been issued.

18.13 Combination vessels

In addition to regulations concerning combination vessels issued by the National Maritime Administration or another authority, SOHAB may notify special safety provisions concerning each individual port call. Combination vessels must not turn their cargo spaces at the quayside in the Oil Terminal.

19 Inspection

Personnel from SOHAB and the Fire and Rescue Service have the right to inspect ships with respect to applicable regulations.

Ships' masters are obliged to make the work of the inspector easier and respond to the latter's deficiency notices.

20 Shore personnel

The depot manager must appoint a discharge master, safety watchman and pipeline guard, with valid training.

Safety watchmen must be approved by SOHAB. For instructions for safety watchmen, see Annex 5.

The responsible discharging master and safety watchman and pipeline guard must be in attendance at loading and discharging and at the draining of pipelines. A safety watchman must always be in attendance at the quayside when a vessel carrying class 1 products is moored, whether the vessel is engaged in cargo handling or not.

21 Fire safety

The fire safety equipment of vessels must be in satisfactory condition and on vessels carrying dangerous goods must be ready to be put to use immediately. Personnel must be trained in and thoroughly familiar with how to operate it.

Masters and other affected personnel on vessels must inform themselves about the safety devices present ashore and, where applicable, how to operate them.

Knowledge must thus be acquired, among other things, on

- Location of fire extinguishing equipment and mooring axes.
- Location of evacuation alarm and applicable evacuation plan.

22 Actions in the event of fire

In the event of fire on board a vessel at the quayside, the following actions must be taken immediately:

- An alarm signal is given with the ship's siren.
- All loading/discharging is stopped.
- All product valves are closed.
- All sounding and tank hatches are closed.
- Alert the emergency services on 112, contact the discharging master and SOHAB's manager according to the alarm list.
- Set off evacuation alarm
- Action is taken to control the fire.
- Disconnection of loading arms/hoses is prepared.
- Any warping of the vessel is prepared.

In the event of fire ashore or on board another vessel at the quayside, the following actions must be taken immediately:

- Alert the emergency services on 112, contact the discharging master and SOHAB's manager according to the alarm list.
- Activate evacuation alarm
- All loading/discharging is stopped.
- All product valves are closed.
- All sounding and tank hatches are closed.
- Disconnection of loading arms/hoses is prepared.
- Preparedness for firefighting is adopted.
- Any warping of the vessel is prepared.

23 Protection against releases of product

In places where spills and leaks can occur and where a permanent device to collect the fluid spilled is not available, spillage receptacles must be used.

Non-connected product valves, loading and discharging hoses and such like must be blind-flanged. In addition to the blind sealing cover, gaskets and a full complement of well tightened bolts must also be used.

Valves, taps or similar devices for sampling, drawing water or such like must be protected by a blind flange or plugged.

24 Actions in the event of product releases

The following actions must be taken immediately in an event that causes major product releases:

- Any pumping in progress must be stopped.
- Affected valves on board and ashore must be closed.
- Phone the emergency services on 112, inform the discharging master and a ship's officer.
- Inform SOHAB.

The following actions must be taken immediately in an event that causes minor releases, irrespective of quantity:

- Inform the discharging master, a ship's officer and SOHAB.
- Initiate clean-up work with the equipment available at the scene.

25 Discharging and loading

25.1 Discharging and loading of tankers (equivalent)

Vessels must be loaded or unloaded in consultation between the depot and the master of the vessel.

The master is responsible for equipment and personnel on board and the depot manager is responsible for equipment and personnel ashore.

Before the discharging or loading operation begins, both the master of the vessel (deputy) and the depot manager (or designated discharging master) must read and sign the ship/shore safety checklist in accordance with Annex 4.

Loading and discharging and preparations for loading and discharging must be monitored, through the master or depot manager, by:

- a) the designated ship's officer and the discharging master concerned;
- b) safety watchman and pipeline guard, who is thoroughly familiar with applicable safety regulations, and whose name has been notified to SOHAB. Instructions for safety watchman, see Annex 5.

All openings, except for the ordinary tank ventilation system, must be closed and gas-tight. Ullage measurements and sampling must take place via closed systems.

When the ships' cargo tanks are not fitted with a closed system for sampling and taking ullage readings the tank hatches must be opened for the shortest time strictly necessary to measure ullage and take samples. These hatches must be specially adapted for the purpose, and special precautions must be taken during the tank depth soundings and sampling operations.

25.2 Weather restrictions

The maximum permitted wind speed in connecting and disconnecting is 20 m/s.

The maximum permitted wind speed for load arms is 22 m/s during loading/discharging. At 25 m/s the load arm must be drained and made ready for disconnection.

If a thunderstorm is approaching, discharging or loading of combustible liquid Class 1 or gas must be discontinued.

25.3 The following must be observed before discharging or loading begins:

Discharging or loading of vessels must be notified to the fire and rescue service before mooring. This is done by the port personnel.

A loading arm must be operated in accordance with special operating instructions. The depot manager is responsible for this.

A hose must be rigged so that it is not damaged by the motion of the vessel or its own motion.

Hose couplings must be checked on board through the master of the vessel (deputy) and ashore through the depot manager (deputy).

When a hose is used, it must be approved for its purpose and have been tested in the last 12 months. Test certificates must be available. A hose must be marked with the date of most recent testing, permitted working pressure and the type of product for which it is suitable.

25.4 The following must be observed while discharging and loading are in progress:

A ship's officer, as well as other crew according to need, must always be available. A watchman must be present on deck or in its immediate vicinity. A watchman must be a member of the crew and have sufficient expertise, in accordance with applicable STCW (Standards of Training, Certification and Watch keeping for Seafarers, 1978) requirements.

All affected personnel must verify where the nearest alarm is located and how it is activated before discharging/loading begins. The emergency stop function, both on board and ashore, must be understood by both on-board and shore personnel.

Crew must be available on board to the extent that warping can take place.

During discharging a crew member must be available at all times at the actuator of the pumps.

In loading, particularly great care must be taken in 'topping'. The person monitoring 'topping' must be in continuous contact with the pumpman and the person who actuates the valve controlling supply to the tank concerned.

The pump pressure in loading/discharging must not exceed 10 bar. The pressure gauge ashore is applicable in the event of a disparity.

At the start of loading/discharging, the pump pressure must be increased slowly to the agreed pressure, however the maximum pressure must not be exceeded. The integrity of load arms/respective hose connections between the manifolds on the vessel and on the shore side must be checked carefully at the same time. If there is a leak pumping must be stopped immediately and the defect remediated.

If a hose or load arm is blown in emptying, the person responsible for loading/discharging on board or ashore must ensure that there is sufficient space in the tank concerned.

If there is a break in discharging or loading, both the manifold valve on the vessel and the foot valve or equivalent valve on the quayside must be closed.

25.5 The following must be observed after discharging or loading has been completed:

The depot manager or deputy, must check that the quay and the common part of the pipeline system concerned are restored.

If damage or releases of product (regardless of quantity) have occurred or there is some other cause for concern, SOHAB must be informed immediately.

If the vessel has unloaded or loaded combustible goods class 1, the safety watchman must remain until departure of the vessel, i.e. until the moorings have been released.

26 Ballasting of tankers

26.1 Responsibility

The ship's master is responsible for the ballasting operation.

The ballasting operation must be monitored by a ship's officer designated for the purpose.

26.2 Actions in ballasting

In ballasting, the same actions must be taken where applicable as in loading, such as blocking of scuppers, checking valves, monitoring of tank filling, monitoring of sides of vessels and surrounding areas of water with regard to spillages of product and discontinuation of the ballasting in the event of severe thunderstorms.

Particular caution must be observed with regard to escaping flammable gas in the ballasting of non-gas-free tanks. Air may only be blown off through the vessel's ordinary tank ventilation system.

26.3 Actions in discharging of ballast water

Ballast water contaminated with oil must be disposed of by whoever discharges product.

The same regulations apply in the discharging of ballast water as for other discharging at an oil, gas or chemical quay.

Only clean ballast water may be released into the harbour. Clean ballast water is understood to mean water that has been carried in separate ballast tanks and does not contain any type of pollution.

27 Delivery of solid waste

27.1 Delivery of engine room waste

Waste oil and solid waste that normally arises in the engine rooms of vessels and that are not allowed to be released into the sea are received free of charge on condition that:

Note 'Normal' is understood to mean waste that can be accommodated in the keel below the engine room, sludge or bilge water tank.

- the waste has arisen on board the vessel that wishes to deliver it and in the normal operation of the vessel;
- the quantity of waste is in proportion to the size of the vessel and the distance from the immediately preceding port;
- the waste consists of water, petroleum hydrocarbons and additives which are normally contained in waste from heating and lubricating oils; The waste must therefore be free of other substances such as PCBs, chlorine, solvents and detergents;
- notification of need for delivery is made in conjunction with vessel notification no later than 24 hours before delivery is intended to be carried out;
- the order contains information on quantity, whether the waste is pumpable or not, and what kind of connection is required;
- the form 'Declaration of engine room waste' in accordance with Annex 1 is handed correctly filled in and signed to the waste recipient;
- the connection of the vessel for delivery of engine room waste is carried out to international standard with outlets on deck;
- the pressure in the pipeline between the vessel and the receiving device ashore does not exceed 0.6 Mpa (6 kp/cm²);
- the delivery capacity is not less than 5 m³ per hour;
- delivery to a specially arranged receiving device (e.g. sludge suction vehicle) is carried out during normal working hours, weekdays between 7.00 am and 4.00 pm;
- the waiting time does not exceed 15 minutes in delivery to a sludge suction vehicle or other vehicle, including time for hose connection;
- the delivery vessel provides a watchman on board throughout the time delivery is continuing, with the task of monitoring safety and discovering any leaks;
- the delivering vessel provides personnel for connection and detachment on board of the hose between the vessel and the receiving device;
- when the waste is delivered in barrels these are to be set up through the vessel at a place designated by the port;
- barrels are tightly sealed and free of defects and durably marked with their contents and the name of the vessel.

The vessel is responsible for the additional costs that arise or may arise if the conditions above are not met.

27.2 Safety rules in delivery of engine-room waste

The driver of a receiving vehicle is responsible for the reception of engine-room waste.

Whoever is responsible on the delivering vessel for the delivery of engine-room and or drivers of vehicles receiving engine-room waste are obliged, within their respective areas of activity, to take all necessary safety measures to prevent machine-room waste being released to soil or water.

27.3 Before delivery of engine-room waste begins

Drivers of vehicles that receive engine-room waste must inform delivering vessels of both the maximum pump pressure at which engine-room waste can be received and the quantity that can be received.

A hose for delivery of engine-room waste must be securely attached to a connection on board the delivering vessel and receiving vehicle and be rigged in such a way that the hose is not damaged by the motion of the vessel.

Only an approved hose that has been pressure-tested in the past 12 months may be used.

Secure communication, which should preferably take place by radio, must be established between delivering vessel and engine-room waste recipient. This communication must be maintained until delivery has been completed and the hose has been disconnected.

27.4 While engine-room waste delivery is in progress

Hose connections must be checked continuously for leaks.

The level in the recipient's tanks must be monitored closely. A driver of a receiving vehicle must position himself in such a place as to be able to order discontinuation of pumping immediately in the event of overfilling or something else that necessitates this being done.

27.5 After pumping has been completed

A hose must be detached in such a way that engine-room waste is not spilt. Spillage trays must be used. A hose that is not fitted with a stop valve must be fitted with a blind flange before bringing ashore to the receiving vehicle or return to the delivering vessel.

27.6 Actions in the event of hose rupture, over-pumping or something else causing spillage

If hose rupture, over-pumping or something else that has caused spillage of engine-room waste has occurred, the following actions must be taken immediately:

- Pumping is stopped.
- Valves are closed immediately on the delivering vessel and on the receiving vehicle.
- The fire and rescue service and SOHAB are alerted.
- Initiate clean-up work with the equipment available at the scene.

27.7 Delivery of residues of harmful substances in packed form

Harmful substances in packed form are received free of charge from vessels in our waste management centre for hazardous waste provided that:

- the waste has arisen during the vessel's voyage from the previous port in normal operation of the vessel;
- notification of delivery need is made in conjunction with vessel notification not later than 24 hours prior to planned delivery;
- the delivery to a specially arranged receiving device is carried out during normal working hours, weekdays between 7.00 am and 4.00 pm;
- the waiting time for such a specially arranged receiving device does not exceed 15 minutes;
- the harmful substances are delivered in intact, tightly sealed packs, clearly marked according to the instructions in the IMDG Code; and
- the details on content otherwise required are supplied on request to SOHAB or whoever the port designates.

The vessel is responsible for the additional costs that arise or may arise if the conditions above are not met.

27.8 Delivery of toilet waste

Toilet waste which must not be discharged at sea is received free of charge from vessels provided that:

- the waste has arisen during the vessel's voyage from the previous port;
- notification of delivery need is made in conjunction with vessel notification not later than 24 hours prior to planned delivery;
- delivery that takes place to a sludge section vehicle is carried out during normal working hours, weekdays between 7.00 am and 4.00 pm;
- the waiting time does not exceed 15 minutes in delivery to sludge vehicle;
- the pressure in the pipeline between the vessel and the receiving device does not exceed 0.6 Mpa (6 kp/cm²);
- the connection of the vessel for delivery of toilet waste is carried out to international standard for such connection;
- the delivering vessel provides a watchman on board throughout the time delivery is continuing, with the task of monitoring safety and discovering any leaks;
- the vessel provides personnel for connection and detachment of the hose between the vessel and the receiving device;

The vessel is responsible for the additional costs that arise or may arise if the conditions above are met.

27.9 Delivery of solid waste

Sundsvall Oljehamn AB provides containers on the quayside for solid waste separated at source, provided that:

- the waste has arisen on the vessel's voyage from the previous port in normal operation of the vessel;
- the domestic waste is well packed in sealed paper or plastic bags, so that spread of infection, uncleanliness or foul odour is avoided as far as possible;
- environmentally hazardous waste is delivered in tightly sealed packs suitable for the purpose, marked clearly and durably, in our waste management centres;
- notification is made in conjunction with vessel notification not later than 24 hours prior to planned delivery,

The vessel is responsible for the additional costs that arise or may arise if the conditions above are met.

28 Bunkering

28.1 Definitions

Receiving vessel is understood to mean a vessel that receives bunker through a pipeline from shore or from another vessel or vehicle.

Bunkering boat is understood to mean a vessel that delivers bunker to a receiving vessel.

Bunkering vehicle is understood to mean a tanker or other vehicle that delivers bunker to a receiving vessel.

28.2 Notification

Notification of bunkering must be done in conjunction with ship notification. Bunkering must not take place at the same time as discharging/loading of class 1 or class 2 products.

Notification must contain information about:

- the name of the receiving vessel;
- the name of the bunkering boat/loader/driver of the bunkering vehicle;
- time and place of bunkering,
- the quantity to be bunkered,
- the oil grade; and
- the name of the bunker supplier.

28.3 Distribution of responsibility

Whoever on the receiving vessel is responsible for bunkering must, before bunkering, appoint a safety watchman who can order that pumping stop, if required.

Whoever on the delivering vessel is responsible for bunkering and the master of the bunkering boat or the driver of the bunkering vehicle are obliged, within their respective areas of activity, to take all necessary safety measures to prevent releases of bunker oil to the water or soil.

28.4 Before delivery of engine-room waste begins

Clearance must be obtained from personnel at SOHAB before bunkering begins. All scuppers on the receiving vessel and the bunker boat affected by the bunkering must be sealed.

The tanks' vents (swan necks) must be fitted with suitable overfill protection.

The master of a bunkering boat or driver of a bunkering vehicle must be informed firstly of the maximum pump pressure at which the bunker can be received and secondly the quantity to be conveyed to each tank.

A hose from a bunkering boat or bunkering vehicle must be securely attached to the connection on board and rigged in such a way that it cannot be damaged by the motions of the vessel.

Only an approved hose that has been tested in the past 12 months may be used.

A check must be made that all valves in use are set so that the correct tank is filled.

Secure communication, which should preferably take place by radio, must be established between receiving vessel and bunkering boat or bunkering vehicle. This communication must be maintained until bunkering has been completed and the bunkering hose (bunkering arm) has been detached.

28.5 While bunkering is in progress

Hose connections must be checked continuously for leaks.

A safety watchman thoroughly familiar with the receiving vessel must be present throughout the bunkering operation. This person must be positioned in such a place as to be able to order discontinuation of pumping immediately in the event of overfilling or something else that necessitates this being done.

A good connection must be maintained throughout the bunkering operation between the bunkering boat or the bunkering vehicle and the receiving vessel.

Close attention must be paid to the oil level in the tanks. Special caution must be observed in 'topping'.

28.6 After pumping has been completed

If a hose is blown with air, the responsible officer must have ensured that there is sufficient space in the tank concerned.

The hose of the bunkering boat or bunkering vehicle must be detached in such a way that oil is not spilt. Spillage trays must be used. A hose must be fitted with a blind flange before return to the bunkering boat or bringing ashore to the bunkering vehicle.

28.7 Actions in the event of spillages

In the event of an oil spill, the following actions must be taken immediately:

- Pumping is stopped.
- Valves are closed immediately on the bunkering boat or bunkering vehicle and on the receiving vessel. The fire and rescue service and SOHAB manager are alerted.

C SHORE-BASED ACTIVITY

29 Transfer pumping between depots

Transfer pumping between depots within the Oil Terminal must be notified to SOHAB at least 24 hours before the transfer pumping is to begin. Pumping must not be carried out until the responsible depot has received confirmation from SOHAB that transfer pumping can take place.

Discharging and loading always take precedence over transfer pumping between depots.



Sundsvall Oljehamn AB

IMPORTANT INFORMATION


To be posted in a conspicuous place onboard

Procedures onboard ships in the Sundsvall Petroleum Port in case of fire or outflow of product

FIRE ONBOARD OR CLOSE TO THE SHIP

- SOUND THE ALARM by repeated long signals with ship's typhoon or alarm bells
- CALL THE TERMINAL OR THE JETTYMAN ON THE RADIO
- STOP ALL CARGO OPERATIONS AND CLOSE ALL CARGO VALVES
- MAKE ARRANGEMENTS TO FIGHT THE FIRE
- CHECK THAT ALL TANK AND ULLAGE HATCHES ARE CLOSED
- STAND BY TO DISCONNECT CARGO HOSES/ARMS
- MAKE READY FOR THE EVENTUALITY OF UNBERTHING

IN CASE OF ALARM FROM THE PORT

- ALARM FROM THE PORT: Siren with continuous sound 
- CALL THE TERMINAL OR THE JETTYMAN ON THE RADIO
- STOP ALL CARGO OPERATIONS AND CLOSE ALL CARGO VALVES
- MAKE ARRANGEMENTS TO FIGHT THE FIRE
- CHECK THAT ALL TANK AND ULLAGE HATCHES ARE CLOSED
- STAND BY TO DISCONNECT CARGO HOSES/ARMS
- MAKE READY FOR THE EVENTUALITY OF UNBERTHING

OUTFLOW OF FLAMMABLE/POISONOUS GAS OR LIQUID

- STOP ALL CARGO OPERATIONS AND CLOSE ALL CARGO VALVES
- CALL THE TERMINAL OR THE JETTYMAN ON THE RADIO
- SOUND THE ALARM by repeated long signals with ship's typhoon or alarm bells

OTHER CARGO OUTFLOW

- STOP ALL CARGO OPERATIONS AND CLOSE ALL CARGO VALVES
- CALL THE TERMINAL OR THE JETTYMAN ON THE RADIO

INJURY TO PERSON

- CALL THE TERMINAL OR THE JETTYMAN ON THE RADIO

2020-03-18

ANNEX 3

Port of Sundsvall – Tugboats

The port owns two conventional tugboats, primarily used for assistance and icebreaking but also for other assignments.

For further information and ordering of tugboat services, please contact:

e-mail: tugassistance@sundsvallshamn.se

Tugboat Captain

Mats Lundberg

+4670-3193540

mats.lundberg@sundsvallshamn.se

Tugboat regulations

For the Port of Tunadal and Sundsvall Oil Port

The following minimum requirements apply, whenever a tank vessel arrives to or departs from the port:

Vessel = 8 000 DW with no additional maneuver equipment – assistance by one tugboat.

Vessel = 14 000 DW with functioning additional maneuver equipment – one tugboat (safety boat).

§5 in Port administration for Sundsvalls Municipality applies to all vessel traffic to and from the Port areas.

Special requirements for large tank vessels

Any tank vessel equal to or larger than any of these measures is considered to be large:

Dwt 30 000, Length 200m, Width 30m, Draft 10m.

Restrictions for tank vessels

Wind (average): Ballast 8 m/s, Cargo 10 m/s.

Visibility: Minimum 1Nm.

Vessel equal to or larger than Dwt 50000 should be assisted by 2 pilots. Maneuvering at quay shall be done in daylight.

Tugboat requirements, at maximum number of 4

Minimum engine power for tugboats: Dwt of the vessel/10 minus any Hp on thruster.

Minimum Bollard pull for tugboat/s: Dwt of the vessel/10 minus any Hp on thruster/100 = Bollard pull (in tons).

Map of escape routes and assembly point at Sundsvall Petroleum Port



TANKER - SHORE SAFETY CHECK-LIST

| Part A - Bulk Liquid General - Physical Checks | | | | | |
|--|--|--------|----------|------|---------|
| Bulk Liquid - General | | Tanker | Terminal | Code | Remarks |
| 1 | There is safe access between the tanker and shore. | | | R | |
| L1 | The fendering arrangements are assessed as being satisfactory. The fender pennants are in order. | | | | |
| 2 | The tanker is securely moored, considering the conditions locally. | | | R | |
| 3 | The agreed ship/shore communication system is operative. | | | A R | |
| 4 | Emergency towing-off pennants are correctly rigged and positioned, if required by terminal. | | | R | |
| 5 | The tanker's fire hoses and fire-fighting equipment are positioned and ready for immediate use. | | | R | |
| 6 | The terminal's fire-fighting equipment is positioned and ready for immediate use. | | | R | |
| 7 | The tanker's cargo hoses and/or the terminal arms or hoses, pipelines and manifolds are in good condition, properly rigged and appropriate for the service intended. | | | R | |
| 7.1 | All reducers are approved and compatible with cargo lines and the type of cargo. | | | | |
| 7.2 | All connection flanges are fitted with the appropriate gaskets. | | | | |
| 7.3 | All flange bolts are properly tightened. | | | | |
| 7.4 | The loading arms are free to move in all directions and/or the hoses have enough room for easy movement. | | | | |
| 7.5 | All valves are checked and in the right position. | | | | |
| 7.6 | Adequate lighting is ensured at the cargo transfer area and emergency escape route. | | | | |
| 8 | This line has been intentionally left blank. | | | | |
| 9 | The cargo transfer system is sufficiently isolated and drained to allow safe removal of blank flanges prior to connection. | | | | |
| 10 | Scuppers and save-alls on board are effectively plugged and drip trays are in position and empty. | | | R | |

| Part A - Bulk Liquid General - Physical Checks | | | | | |
|--|---|--------|----------|------|-----------|
| Bulk Liquid - General | | Tanker | Terminal | Code | Remarks |
| 11 | Scupper plugs temporarily removed will be monitored constantly. | | | R | |
| 12 | Shore spill containment and sumps are correctly managed. | | | R | |
| 13 | The tanker's unused cargo, bunker and vapour return connections are properly secured. All connected flanges are fitted with the appropriate gaskets. | | | | |
| 14 | The terminal's unused cargo, bunker and vapour return connections are properly secured. All connected flanges are fitted with the appropriate gaskets. | | | | |
| 15 | All sighting, ullaging and sampling ports of the cargo, ballast or bunker tanks have been closed or protected by flame arrestors in good condition, if required. | | | | |
| 16 | Sea and overboard discharge valves, when not in use, are closed and visibly secured. The removable parts between ballast and overboard discharge lines and cargo lines are removed. | | | | |
| 17.1 | All external doors, ports and windows in the accommodation, stores and machinery spaces are closed. Engine room vents may be open. | | | R | |
| 17.2 | The LPG domestic installation is isolated at the main stop valve. | | | | |
| 18 | The tanker's emergency fire control plans are available. | | | | Location: |

If the tanker is fitted, or is required to be fitted, with an inert gas system (IGS), the following points should be physically checked:

| Inert Gas System | | Tanker | Terminal | Code | Remarks |
|------------------|--|--------|----------|------|---------|
| 19 | IGS pressure and oxygen contents measuring equipment are in good working order. | | | R | |
| 20 | All cargo tank atmospheres are at positive pressure with oxygen content of 8% or less by volume. | | | P R | |
| 20L | All inerted tanks are marked or labelled with a warning sign. | | | | |

| Part BA - Bulk Liquid General - Verbal Verification | | | | | |
|---|--|--------|----------|------|---|
| Bulk Liquid – General | | Tanker | Terminal | Code | Remarks |
| 21 | The tanker is ready to move under its own power. A dumb barge without own propulsion means should be able to move with the help of a designated tug at short notice. | | | P R | |
| 22 | There is an effective deck watch in attendance on board and adequate supervision of operations on the tanker and ashore. | | | R | |
| 22L | On the tanker and the shore, a competent person is appointed who is responsible for the planned cargo handling. | | | | |
| 23 | There are sufficient personnel on board and ashore to deal with an emergency. | | | R | |
| 24.1 | The procedures for cargo, bunker and ballast handling have been agreed. | | | A R | |
| 24.2 | The outlet pressure of the cargo pump of the tanker is regulated to take account of the admissible working pressure of the equipment of the terminal | | | A R | |
| 24.3 | The outlet pressure of the shore's cargo pump is regulated to take account of the admissible working pressure of the equipment on the tanker. | | | A R | |
| 25 | The emergency signal and shutdown procedure to be used by the tanker and shore have been explained and understood. | | | A | |
| 26 | Material Safety Data Sheets (MSDS), or equivalent, for the cargo transfer have been exchanged where requested. | | | P R | |
| 26L | The tanker is approved to transport the product to be loaded. | | | | |
| 27 | The hazards associated with toxic substances in the cargo being handled have been identified and understood. | | | | H ₂ S content: Benzene content: |
| 28 | An International Shore Fire Connection has been provided, if required by legislation. | | | | |
| 29 | The agreed tank venting system will be used. | | | A R | Method: |
| 30.1 | The requirements for closed operations have been agreed. | | | R | |
| 30.2 | The tanker's vapour return connection, if required, is connected, by means of a vapour return line, to the vapour return connection to the shore. | | | R | |

| Part BA - Bulk Liquid General - Verbal Verification | | | | | |
|---|--|--------|----------|------|---------|
| Bulk Liquid – General | | Tanker | Terminal | Code | Remarks |
| 30.3 | If protection against explosions is required, the vapour return line is equipped with a flame arrestor and/or detonation protection. | | | R | |
| 31 | The operation of the P/V system has been verified. The delivering tanker or shore guarantees that the pumping rate does not exceed the maximum working pressure agreed. Agreed max pumping rate: (m ³ /h) Agreed max pressure: (kPa) | | | R | |
| 32 | Where a vapour return line is connected, operating parameters have been agreed. | | | A R | |
| 33 | Independent high level alarms and/or emergency stops, if fitted, are operational and have been tested. | | | A R | |
| 34 | Adequate electrical insulating means are in place in the tanker/shore cargo and, if applicable vapour return line connections. The insulating means is installed either aboard or ashore: (state where). | | | A R | |
| 35 | Shore lines are fitted with a non-return valve, or procedures to avoid back filling have been discussed. | | | P R | |
| 36 | Smoking requirements are being observed and have been agreed. | | | A R | |
| 37 | Naked light regulations are being observed and have been agreed. | | | A R | |
| 38 | Portable electronic (e.g. communication) devices requirements are observed. | | | A R | |
| 39 | Hand torches (flashlights) are of an approved type. | | | | |
| 40 | Fixed VHF/UHF transceivers and AIS equipment are on the correct power mode or switched off. | | | | |
| 41 | Portable VHF/UHF transceivers are of an approved type. | | | | |
| 42 | The tanker's main radio transmitter aerials are earthed and radars are disconnected / switched off. | | | | |

| Part BA - Bulk Liquid General - Verbal Verification | | | | | |
|---|--|--------|----------|------|---------|
| Bulk Liquid – General | | Tanker | Terminal | Code | Remarks |
| 43 | Electric cables to portable electrical equipment within the hazardous area are disconnected from power. | | | | |
| 44 | Window type air conditioning units are disconnected, if applicable. | | | | |
| 45 | Positive pressure is maintained inside the accommodation and/or wheelhouse, if applicable. | | | | |
| 46 | Measures have been taken to ensure sufficient mechanical ventilation in the pumproom, if applicable. | | | R | |
| 47 | There is provision for an emergency escape. | | | | |
| 48 | The weather conditions, maximum wind and swell criteria for operations have been agreed. Stop cargo operations at: Disconnect at: Unmoor at: | | | A | |
| 49 | Security protocols have been agreed between the Ship Security Officer and the Port Facility Security Officer, if appropriate. | | | A | |
| 50 | Where appropriate, procedures have been agreed for receiving nitrogen supplied from shore, either for inerting or purging cargo tanks, or for line clearing into the tanker. | | | A P | |

If the tanker is fitted, or is required to be fitted, with an inert gas system (IGS), the following statements should be addressed:

| Inert Gas System | | Tanker | Terminal | Code | Remarks |
|------------------|--|--------|----------|------|---------|
| 51 | The IGS is fully operational and in good working order. | | | P | |
| 52 | Deck seals, or equivalent, are in good working order. | | | R | |
| 53 | Liquid levels in pressure/vacuum breakers are correct, if applicable. | | | R | |
| 54 | The fixed and portable oxygen analysers have been calibrated and are working properly. | | | R | |
| 55 | All the individual tank IG valves (if fitted) are correctly set and locked. | | | R | |
| 56 | All personnel in charge of cargo operations are aware that, in the event of failure of the inert gas plant, discharge operations should cease and the terminal be advised. | | | | |

If the tanker is fitted with a Crude Oil Washing (COW) system, and intends to crude oil wash, the following statements should be addressed:

| Crude Oil Washing | | Tanker | Terminal | Code | Remarks |
|-------------------|-----|--------|----------|------|---------|
| 57 | N/A | | | | |
| 58 | N/A | | | | |

If the tanker is planning to tank clean alongside, the following statements should be addressed:

| Tank Cleaning | | Tanker | Terminal | Code | Remarks |
|---------------|---|---------|----------|------|---------|
| 59 | Tank cleaning operations are planned during the tanker's stay alongside the shore installation. | Yes/No* | Yes/No* | | |
| 60 | If 'yes', the procedures and approvals for tank cleaning have been agreed. | | | | |
| 61 | Permission has been granted for gas freeing operations by the competent authority. | Yes/No* | Yes/No* | | |

*Delete Yes or No as appropriate

| Part 'C' Bulk Chemicals - Verbal Verification | | | | | |
|---|--|--------|----------|------|---------|
| Bulk Liquid Chemicals | | Tanker | Terminal | Code | Remarks |
| 1 | Material Safety Data Sheets, or equivalent, are available giving the necessary data for the safe handling of the cargo. | | | | |
| 2 | A manufacturer's inhibition certificate, where applicable, has been provided. | | | P | |
| 3 | Sufficient protective clothing and equipment (including self-contained breathing apparatus) is ready for immediate use and is suitable for the product being handled. | | | | |
| 4 | Countermeasures in the event of accidental personal contact with the cargo have been agreed. | | | | |
| 5 | The cargo handling rate is compatible with the automatic shutdown system, if in use. | | | A | |
| 6 | Cargo system gauges and alarms are correctly set and in good order. | | | | |
| 7 | Portable vapour detection instruments are readily available for the products being handled. | | | | |
| 8 | Information on fire-fighting equipment and procedures has been exchanged. | | | | |
| 9 | Transfer hoses and gaskets are of suitable material, resistant to the action of the products being handled. | | | | |
| 10 | Cargo handling is being performed with the permanent installed pipeline system. | | | P | |
| 11 | Where appropriate, procedures have been agreed for receiving nitrogen supplied from shore, either for inerting or purging cargo tanks, or for line clearing into the tanker. | | | A P | |
| 12 | If required, the cargo deck water spray system is ready for immediate use. | | | | |

| Part 'D' Bulk Liquefied Gases – Verbal Verification | | | | | |
|---|--|--------|----------|------|-----------------|
| Bulk Liquefied Gases | | Tanker | Terminal | Code | Remarks |
| 1 | Material Safety Data Sheets, or equivalent, are available giving the necessary data for the safe handling of the cargo. | | | | |
| 2 | A manufacturer's inhibition certificate, where applicable, has been provided. | | | P | |
| 3 | The cargo deck water spray system is ready for immediate use. | | | | |
| 4 | Sufficient protective clothing and equipment (including self-contained breathing apparatus) is ready for immediate use and is suitable for the products being handled. | | | | |
| 5 | Hold and inter-barrier spaces are properly inerted or filled with dry air, as required. | | | | |
| 6 | All remote control valves are in working order. | | | | |
| 7 | The required cargo pumps and compressors are in good order, and the maximum working pressures have been agreed between tanker and shore. | | | A | |
| 8 | Re-liquefaction or boil-off control equipment is in good order. | | | | |
| 9 | The gas detection equipment has been properly set for the cargo, is calibrated, has been tested and inspected and is in good order. | | | | |
| 10 | Cargo system gauges and alarms are correctly set and in good order. | | | | |
| 11 | Emergency shutdown systems have been tested and are working properly. | | | | |
| 12 | Tanker and shore have informed each other of the closing rate of ESD valves, automatic valves or similar devices. | | | A | Ship: Shore: |
| 13 | Information has been exchanged between tanker and shore on the maximum/minimum temperatures/ pressures of the cargo to be handled. | | | A | |
| 14 | Cargo tanks are protected against inadvertent overfilling at all times while any cargo operations are in progress. | | | | |
| 15 | The compressor room is properly ventilated, the electrical motor room is properly pressurised and the alarm system is working. | | | | |

DECLARATION

We, the undersigned, have checked the above items in Parts A and B and, where appropriate, Part C or D, in accordance with the instructions and have satisfied ourselves that the entries we have made are correct.

We have also made arrangements to carry out repetitive checks as necessary and agreed that those items coded 'R' in the Checklist should be re-checked at intervals not exceeding hours.

If, to our knowledge, the status of any item changes, we will immediately inform the other party.

| For Inland tanker | For Shore |
|-------------------|--------------------------|
| Name: | Name: |
| Rank: | Position or Title: |
| Signature: | Signature: |
| Date: | Date: |
| Time: | Time: |

Record of repetitive checks:

| | | | | | | | | |
|----------------------|--|--|--|--|--|--|--|--|
| Date: | | | | | | | | |
| Time: | | | | | | | | |
| Initials for tanker: | | | | | | | | |
| Initials for shore: | | | | | | | | |

2020-03-19

ANNEX 6

Overview Sundsvall Oil Port



CLASSIFICATION OF AREAS WITH EXPLOSIVE ATMOSPHERES

Description of facility and operations

Sundsvalls Oljehamn AB is responsible for the oil terminal, and for pipelines from tankers to depot areas in the port. Companies lease land for their operations in the storage and distribution of flammable products, and are responsible for their operations in the port.

Quay loading/discharge of flammable products on/from ships

Class IIA and IIB petroleum products are mostly handled, but other combustible liquids also occur.



Berth with two pipe arms for discharging of vessels

Explosion safety measures on Quay

All electrical equipment on the quay is approved for ATEX zone 1. Explosion risk and high fire load pose great risk of extensive personal injuries and damage to property. Leakage and pipe fractures, because of pressure in lines, mean that even small leaks result in a large cloud of mist and pipe fracture means a large escape of liquid before the pressure has been stopped.

19.03.2020

ANNEX 7

There is no risk of explosion when the facility is not in operation, and any leak or other spillage must always be dealt with immediately.

- Regular inspection of integrity of pump system.
- The area must be kept clear, and it is not permitted to deposit goods or other items that do not belong on the quay.
- Discharging of vessels takes place according to a work procedure, with control rooms on the quay and vessel manned in accordance with safety instructions.
- Only authorised personnel have access to the quay area.
- Hot Work permits are required for all work on the quay.
- Vent area under cover outdoors, with good ventilation.



Area of risk in loading/discharging of vessel is whole quay below marking.

Evacuation routes Green arrow

ship's waste

In accordance with the "no special fee"-system, the port of Sundsvall accept waste that vessels needs to leave ashore and has arisen during the normal operation of the vessel.

Other waste can be left ashore at an extra charge, corresponding to the ports cost for handling.
Notice must be given on the need to leave waste, no later than 24 hours before arrival.

Facilities for waste reception includes:

- Engine room waste/sludge/bilge
- Sorted solid waste
- Sorted and packaged dangerous waste
- Grey and black water (limited capacity)

Dangerous waste must be marked with label of content and vessel name.

