LIMITED LIABILITY COMPANY
PRIMORSK TRADE PORT

APPROVED by
Director General
PTP

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dated 31 MAY **2018**

GUIDE FOR VESSELS' HANDLING ON MARINE TERMINAL OPERATED BY PRIMORSK TRADE PORT

Р-07-ПТП-005-18

Primorsk
2018

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PREAMBLE

PTP`s politics in the context of safety control during handling operations is based on the complience with the international and national requirements applied to sea ports` operation, hydraulic engineering structures` operation and maintenance, seacrafts and rivercrafts, including requirements to manning and proficiency of the ship`s crew.

PTP Llc. supports every effort on assuring safety during cargo handling operations, meeting reqirements of navigation safety, safety of vessels` handling in port, as well as industrial, fire and ecological safety provision and environmental integrity.

PTP Llc. pursues a policy of unification of it`s requirements with the requirements of other stevedoring companies.

The present Guide is worked out by reference to geographic features, climatic conditions of the seaport Primorsk, design features of the terminal`s berthing structures, operating experience of PTP`s berths, and does not supersede «The Seaport by-Laws in port Primorsk» or any other statutory instruments.

1. GENERAL PROVISIONS

1.1. This Guide for Vessels' Handling on Marine Terminal Operated by PTP Llc. (hereinafter referred to as the Guide) have been developed in compliance with requirements set forth in international conventions and agreements, Russian Legislation (codes, laws and other normative legal acts and regulations) related to operation of sea-going ships and waterside structures, marine port activities including but not limited to cargo handling operations, port operations and provision of industrial, fire, ecological safety, terrorism precautions, navigation safety, safety of hazardous industrial facilities according to recommendations of International Safety Guide for Oil Tankers and Terminals (ISGOTT), Oil Companies International Marine Forum (OCIMF) and Regulations for Terminal Operations, Transshipment of Crude Oil and Oil Products, Ecologically Safe Deballasting, Reception of Oily Wastewater and Wastes from Ships at Transneft Primorsk Port, LLC (see List of technical Standard Documents, part 4 of this Guide).

1.2. This Guide is a guidance to be referred to by masters of sea-going ships coming to the marine terminal operated by LLC Primorsk Trade Port (PTP) or navigating in the area of PTP Terminal responsibility as well as by all participants of terminal operations to ensure navigation safety and safe mooring and cargo handling operations.

1.3. The Guide establishes the procedure and rules for safe operation of the Terminal during ships' entering the Terminal, loading and discharging cargo.

1.4. Official language: Russian.

1.5. The PTP Terminal has a customs station and a border Inspection Post, the Seaport Primorsk. The procedure of the state control at the Sea Inspection Post Primorsk is stipulated by Flowchart for Passing the Border of the Russian Federation by Individuals, Transport Vehicles, Commodities, Cargos, and Animals at Primorsk Border Checkpoint, and other applicable legislative provisions being in force.

1.6. Services of freight forwarding agents, agency firms, survey agents, ship chandlers and other companies related to servicing of ships berthed at cargo terminals operated by PTP are rendered

under agreements and contracts where this Guide and other PTP's regulatory documents on procedure of activities in the Terminal's area of responsibility are being its integral part.

1.7. Environmental pollution in the territory of the Russian Federation by any means shall be treated as a breach of the law. In case of any illegal emission of polluting substances, the master and ship owners may be brought to administrative or criminal liability by the Russian government authorities.

1.8. With the purpose of implementation of article 1.6 of the present Guide and the corresponding agreements and contracts this Guide shall be handed over through an agent to any ship arriving in the Terminal for the first time ever, and the master of such a ship shall get familiarized with the Guide, acknowledge receipt of the Guide by signing the "Receipt for the Guide" (see Appendix No. 1) (hereinafter - the Receipt). A copy of the Receipt shall be forwarded to PTP by himself or by agent with the set of documents submitted to the stevedore prior to vessel's arrival. The original of the Receipt shall be forwarded by the master to the Terminal's representative by himself or through agent.

1.9. The ship master in any case shall be personally liable for safety of the ship and crew, safety of navigation, cargo handling operations and compliance with applicable laws, regulations and rules on grounds of legislation.

2. TERMS AND DEFINITIONS

For the purposes of these Regulations the following terms and definitions apply.

2.1. **Marine casualty** shall mean a dangerous event that has occurred on board sea-going ship and has resulted in fire or explosion, emission or discharge of hazardous chemicals or biomaterials, release of radioactive contaminants, emission of radiation into air or sea.

2.2. **Emergency situation** shall mean a situation in a specific territory/water area caused by a casualty, natural hazard, accident, natural or other type disaster which may result or has resulted in death of or serious injury to a person, severe pollution to the environment, serious material damage or extensive accommodation damage.

2.3. **Oil spillage** shall mean any oil spill or leak that has resulted from a casualty, natural hazard, accident, natural or other type disaster or has occurred during transportation of crude oil or oil products, construction or exploitation of a facility or execution of operations.

2.4. **Marine terminal** shall mean functionally interconnected port infrastructure facilities designed and/used for cargo handling operations, including transshipment of cargo, and servicing of ships or other transport vehicles and/or passengers. For the purposes of these Regulations the term "marine terminal" shall mean the marine terminal operated by PTP.

2.5. **Marine terminal operator** shall mean a shipping company having the management of the marine terminal and engaged in loading or discharging operations conducted at the terminal including transshipment of cargo, and servicing of ships or other transport vehicles and/or passengers.

2.6. **Waterside structures** shall mean engineering structures: dams, hydroelectric power station buildings, outlet works and spillways, tunnels, channels, pump houses, shipping locks, shiplifts, flood prevention constructions, wearing away of reservoir and river banks and bed, dams for liquid industrial and agricultural wastes reservoirs, constructions preventing channels washaways, and other building, constructions devices and other objects, designed for water

management, and prevention of negative impact by waters and liquid wastes, except for central hot and cold water supply system and(or) sanitation as provided for by Federal Law dated 07.12.2011 No.416-FZ "Concerning Water and Sanitation".

2.7. **Berth** shall mean a waterside structure designed for berthing and handling of ships as well as for rendering passenger services including embarkation and disembarkation of passengers, and cargo handling operations.

2.8. **Port harbor waters** shall mean a water area within the seaport boundaries.

2.9. **Ballast water** shall mean water used to charge ballast tanks to improve ship's stability and displace its center of gravity in the required direction.

2.10. **Thunderstorm** shall mean atmospheric phenomenon related to formation of thunderclouds accompanied by multiple electric discharges between clouds and the Earth surface, sound effects, heavy rainfalls often combined with hail.

2.11. **Storm** shall mean strong wind with speed over 20 m/s causing high sea state and material damage to a ship.

2.12. **Oil boom** shall mean a floating structure designed for containment of spills on the water surface.

2.13. **Tanker** shall mean a sea-going ship or river craft designed to carry liquid bulk cargoes.

2.14. **Deadweight** shall mean the amount of cargo, bunkers or stores which a ship is capable to accommodate, i.e. freight-carrying capacity of a ship expressed in metric tons.

2.15. **Cargo Plan** shall mean a plan for loading a tanker which specifies initial, basic and final capacity, declared volume of cargo and a party (shore/ship) to initiate the stop of loading.

2.16. **Loading arm** shall mean a device designed to connect cargo pipelines to a tanker during cargo handling operations at the marine terminal.

2.17. **Gate valve** shall mean a slide valve used on ships and in pipelines.

2.18. **Hawsepipe** shall mean a pipe to guide a mooring line through the ship's bulwark or any other barrier.

2.19. **Stern lines** shall mean the mooring lines put out from the stern or quarter deck, occasionally at an angle of 45° to the centerline.

2.20. **Bow lines** shall mean the mooring lines put out from the bow or forecastle deck, occasionally at an angle of 45° to the centerline.

2.21. **Breast lines** shall mean the mooring lines led nearly straight across to the shore at an angle of 90° to the centerline.

2.22. **Spring lines** shall mean the mooring lines which run nearly parallel to the centerline and are used to control fore-and-aft movement of a ship along the berth. Bow springs prevent the ship's bow from surging forward or backward while the quarter springs keep the ship's stern from moving forward or going aft.

2.23. **Safe line** shall mean a steel mooring line tossed out from the ship's seaward side to the height of 1 m from the water surface to facilitate ship towing in case of an accident.

2.24. **Bollard** shall mean a vertical post used to secure an eye-splice of a mooring line.

2.25. **Port facility security plan** shall mean a plan developed to ensure the application of measures designed to protect the port facility and ships, its cargo, cargo transport units, people and ship's stores within the port facility from the risks of a security incident.

2.26. **Ship security plan** shall mean a plan developed to ensure the application of measures on board the ship designed to protect persons on board, cargo, cargo transport units or the ship from the risks of a security incident.

2.27. **Ship security officer** shall mean the person on board the ship, accountable to the master, designated by the Company as responsible for the security of the ship, including implementation and maintenance of the ship security plan and for liaison with the company security officer and port facility security officer.

2.28. **Oil** shall mean any liquid hydrocarbon mixture occurring naturally in the earth with varying physical properties and chemical composition meeting the requirements of GOST R 51858.

2.29. **Oil product** shall mean a final product resulted from treatment of crude oil, gas condensate, hydrocarbon and chemical raw materials and meeting all requirements of normative technical documents.

2.30 **Screening** shall mean a one-time pre-arrival assessment of ship risks conducted by the Terminal in response to the request to acknowledge rendering of ship terminal services through collection and analysis of data on the requesting ship using different databases.

3. ABBREVIATIONS

Given below are abbreviations used in this document:

AUI – Act of Unlawful Interference

ERS – Emergency Rescue Service

WSS – Waterside Structures

PSCI – Port State Control Inspectorate

IMO – International Maritime Organization

PTP – Primorsk Trade Port, LLC

TF – Tank Farm

RVTS – Regional Vessel Traffic Service

IGS – Inert Gas System

BWCV – Bilge Water Collection Vessel

AtoN – Aids to Navigation

SSAS – Ship Security Alert System

MPS – Marine Propulsion System

VTS – Vessel Traffic Service

PBS – Pilot Boarding Station

4. LIST OF TECHNICAL STANDARD DOCUMENTS

4.1. International Convention for the Safety of Life at Sea, 1974 (SOLAS)

4.2. International Convention for the Prevention of Pollution from Ships, 1973, as modified by the Protocol of 1978 relating thereto (MARPOL 73/78)

4.3. International Convention on Civil Liability for Oil Pollution Damage (CLC). Concluded in Brussels 29/11/1969, modified 27.11.1992

4.4. International Labour Organization Convention No. 152 Concerning Occupational Safety and Health in Dock Work (ILO 152). Concluded in Geneva 25.06.1979

4.5 International Ship and Port Facility Security Code (ISPS Code). Accepted 12.12.2002, modified 20.05.2005

4.6. International Safety Guide for Oil Tankers and Terminals (ISGOTT), recommended for release by Federal Service for Supervision in the Sphere of Transport, Ministry of Transport of the Russian Federation (letter 10.20-1/223 dated 07.02.2007)

4.7. Accident Prevention on Board Ship at Sea and in Port, Code of Practice by International Labour Organization, Geneva, 1996

4.8. Federal Law dated 30.04.1999 No.81-FZ «Commercial Maritime Code of the Russian Federation»

4.9. «Water Code of the Russian Federation» dated 03.06.2006 No. 74-FZ

4.10. «The Customs Code of the Eurasian Economic Union» (Appendix 1 to the Agreement on Customs Code of the Eurasian Economic Union)

4.11. The Law dated 01.04.1993 No.4730-1 «Concerning the State Border of the Russian Federation».

4.12. The Federal Law dated 09.02.2007 No.16-FZ «Concerning Transportation Security»

4.13. The Federal Law No. 116 dated 21.07.1997 «Concerning Industrial Safety on Hazardous Production Facilities»

4.14. Federal Law dated 08.11.2007 No. 261-FZ «Concerning Sea Ports in Russian Federation and modifications of some legislative acts of Russian Federation»

4.15. The Federal Law dated 31.07.1998 No. 155-FZ «Concerning the Internal Sea Waters, the Territorial Sea and the Contiguous Zone of the Russian Federation»

4.16. Decree of RF Government dated 12.08.2010 No. 620 «Concerning Approval of Regulations for Maritime Transport Safety»

4.17. Decree of RF Government dated 14.11.2014 No.1189 "Concerning Oil and Oil Products Spillage Prevention and Response on Continental Shelf of the Russian Federation, in Inland Sea Waters, Territorial Sea and Littoral Area of the Russian Federation"

4.18. Order dated 26.10.2017 No.463 by Ministry of Transport of the Russian Federation "Concerning the approval of the General rules of navigation and moorage of vessels in and on the approaches to sea ports of the Russian Federation"

4.19. Order dated 15.01.2013 No.5 by Ministry Of Transport of the Russian Federation "Concerning Approval of the Seaport By-Laws in Port Primorsk"

4.20. Order dated 05.06.2014 No. 367n by Ministry of Labour of the Russian Federation «Concerning Approval of Regulations on Labour Safety on Sea and River Vessels»

4.21. RD 31.35.10-86 «Operating Rules and Regulations for Port Facilities and Aquatic Areas»

4.22. RD 31.3.01.01-93 «Guide to Technological Design of Sea Ports»

4.23. RD 31.11.81.36-81 "Regulations for Carriage of Bulk Oil and Oil Products on Tankers of the Ministry of the Navy included in General and Special Requirements for Carriage of Liquid Bulk Cargoes (Code 7-M)"

4.24. RD 31.3.05-97 "Engineering Design Standards for Seaports", approved by the First Deputy to Minister of Transport of the Russian Federation 21.05.1997

4.25. RD 31.04.23-94 "Instruction on Prevention of Pollutions From Ships" implemented by instructive letter Marine Transport Department dated 09.09.1994 No.ДМТ-35/17-44.

4.26. RD 31.15.01-89 International Maritime Dangerous Goods Code (IMDG Code)

4.27. Industrial Construction Standards BCH 12-87 "Berthing Facilities for Transshipment of Oil and Oil Products. Fire Safety. Engineering Design Standards"

4.28. "Regulations for Terminal Operations, Transshipment of Crude Oil and Oil Products, Ecologically Safe Deballasting, Reception of Oily Wastewater and Wastes from Ships at Transneft Primorsk Port, LLC СТО-03.100.01 -ТПП-430-15 approved by the First Vice-President of JSC Transneft 20.11.2015.

5. TERMINAL INFORMATION

5.1 GENERAL

5.1.1 Terminal operator: PTP.

PTP legal address: Office 116, 10 Portovy proezd, Primorsky massiv, Vyborg District, Leningrad Region, Russian Federation, 188910.

5.1.2 Radio communication details and VHF channels/frequencies:

PTP Terminal Dispatching Office:
Call sign: "Primorsk-Port"
28/ MHz
71/ MHz

5.2 WORKING HOURS

The Terminal is open for navigation 24 hours a day all the year round whenever the weather permits.

5.3 CLIMATE AND WEATHER CONDITIONS

5.3.1. Maximum wind speed is 24 m/s. The multi-year average wind speed is 4.0 m/s. The annual prevailing winds are from the south (15%) and southwest (15%). The annual prevailing wind speed is 1-3 m/s (52%) and 4-8 m/s (31%). Frequency of strong winds (14 m/s and over) is slightly above 1%. Frequency of annual calm-wind conditions is approx. 8%. The average annual number of strong wind days (speed over 15 m/s) is 16.

5.3.2. Sea state with the wave height of 2 m occurs at stormy winds from the south and southeast. The waves with recurrence rate of 90.7% are 0.75 m high, and those with 9.2 % – up to 2 m.

5.3.3. Maximum constant current speed is approx. 0.10 m/s. Direction of current is south and southwest. Wind driven currents prevail over constant currents, especially in autumn and winter.

5.3.4. The annual prevailing visibility is over 5 miles with frequency rate of up to 95% in several months. The frequency of visibility below 2 miles within the period from November - December till March

– April is 20 to 30%. The annual number of foggy days varies between 30 and 75. Fogs are most frequent in the period from September - October till April - May, the average monthly number of foggy days being 4 to 7.

5.3.5. The water level is characterized by non-periodic variation due to alternating rise and fall of the tide and depends on a season: the lowest level is in March - May, in June the level raises to reach the maximum value in October. The maximum documented water level is 1.89 m (BHS-77), and the minimum documented level is minus 1.13 m (BHS-77). The multi-year average water level is minus 0.18 m (BHS-77).

5.3.6. The seaport is freezing. The ice navigation period normally begins in the mid-November and ends in early May. The total ice navigation period is 140 days. The average ice cover thickness is 40 to 50 cm. The maximum ice thickness is 70 to 90 cm.

5.4 TECHNICAL CAPABILITIES

5.4.1. The PTP Terminal receives tankers meeting requirements of international conventions, national maritime traffic legislation, Seaport By-Laws in Port of Primorsk, Regulations for Terminal Operations, Transshipment of Crude Oil and Oil Products, Ecologically Safe Deballasting, Reception of Oily Wastewater and Wastes from Ships at Transneft Primorsk Port, LLC СТО-03.100.01-ТПП-430-15 and this Guide.

5.4.2. The Terminal is designed for transshipment of IMO Hazmat Class 3 crude oil and oil products.

5.4.3. The Terminal receives double hull and double bottom oil tankers meeting the requirements of MARPOL-1973 Annex I.

5.4.4. Maximum ship size: LOA 307 m, BOA 55 m, draught 15.85 m.

5.5 TERMINAL LOCATION

5.5.1. The Terminal is located in the southeast part of the Björkösund Strait in the Gulf of Finland 120 km northwesterly from the city of Saint-Petersburg and 8 km away from the town of Primorsk, Vyborg District, Leningrad Region. The Björkösund Strait separates the Bolshoy Beryozovy and Severny Beryozovy Islands from the north coast of the Gulf of Finland. The Strait between the Signalny Cape and Pervy Zubets Cape (south entry to the Strait) is 3.5 km wide. Its width is narrowed to 1.5 km in the area of the Lotsmansky Cape. The main stream of the Björkösund Strait flows from the southeast to the northwest. South-East Fairway No. 5 leading to the port of Primorsk and Vyborg Bay runs along the centerline of the Strait at a distance of 2.5 km from the coast. Waterside structures of the Terminal are located on the northeast coast of the Björkösund Strait, near the south entry to the Strait approx. 1 km northwestward from the Signalny Cape, in the middle between the Signalny Cape and port facilities.

5.5.2. Navigation area is natural. The bottom configuration varies in different parts of the area. The central and southeast parts of the area feature a smooth bottom. The depth gently varies between 20 and 49 m. Bottom elevations to the depth of less than 20 m are few. The northwest part of the area has a complicated bottom configuration with multiple sandbanks and steep gradients. The depth varies harshly from 38 m to the depth dangerous to navigation (minimum depth is 4 m). The southwest part of the area largely owes its bottom configuration to the apron of the Seskar Island and the northwest part – to the apron of the Zapadny Beryozovy and Bolshoy Beryozovy Islands.

5.5.3. The sea bottom soil types which prevail in the area are silt, sand, gravel and boulders. Sandbanks and coastal margins between the coastline and 5 m isobath exhibit a rocky bottom.

5.5.4. The navigation in the water area of the port of Primorsk is assisted with land based and floating aids to navigation. Navigation hazards located in the vicinity of seaways are identified with lighted and unlighted buoys.

5.5.5. For more details of the aids to navigation and their operation modes, see the Book "Lights and Seamarks of the Baltic Sea. The Coasts of Russia, Estonia, Latvia and Lithuania".

5.6 AREA OF TERMINAL RESPONSIBILITY

5.6.1. The area of Terminal responsibility is operational water zones and swingning area where PTP conducts its activities and bears responsibility for safety of operations of the abovementioned facilities and carrying out of the ecological safety requirements.

5.6.2. Operational waters in the area of berths No. 1, 2, 3 is identified as adjacent to the front berth, 285 m wide, by berth No. 4- 100 m and swinging area with the diameter of not less than double LOA. Diameter of the swinging area for the maximum design vessel type HO-150 307 x 2 = 614 m.

5.6.3. Operational waters in the area of berths No. 8, 9 is identified as adjacent to the front berths, is 214 m wide, and swinging area with the diameter of not less than double LOA. Diameter of the swinging area for the maximum design vessel type HO-76 229 x 2 = 458 m.

5.6.4. For the purpose of safety entering of the vessel into the area of terminal responsibility for handling operations should be agreed by the shift port operational manager and under the authority of the Master of the Port.

5.7 TERMINAL FACILITIES AND STRUCTURES

5.7.1. For specifications of berths, see Table 1.

Table 1

Berth No.	Length (m)	Depth (m)	Cargo arm specifications		
			Diameter (inch)	Qty	Application
1	375.10	17.8	16	4	Cargo handling (crude oil)
			8	1	Bunkering operations (HFO)
			16	1	Exhaust gases
2	375.10	17.8	16	4	Cargo handling (crude oil)
			8	1	Bunkering operations (HFO)
			16	1	Exhaust gases
3	432.50	17.8	16	3	Cargo handling (crude oil)
			16	2	Cargo handling (diesel oil)
			8	1	Bunkering operations (HFO)
4	414.75	17.8	16	3	Cargo handling (crude oil)
			16	2	Cargo handling (diesel oil)
			8	1	Bunkering operations (HFO)

8	353.00	14.7	16	3	Cargo handling (diesel oil)
			16	1	Exhaust gases
9	334.38	11.8	16	2	Cargo handling (diesel oil)
			16	1	Exhaust gases

5.7.2. Oil terminals No.1 and No.2 in the port of Primorsk are T-shape pile structures consisting of an access ramp Э-1 and ramps Э-2 and Э-3 located symmetrically relative to the ramp Э-1. Oil terminal No.1 runs along the ramp E-2. Oil terminal No.2 is located on the opposite side (symmetrically) along the ramp Э-3.

5.7.3. Oil terminal No.1 is 375.1 m long. Oil terminal No.2 is 375.1 m long. Water depth alongside oil terminals No.1 and No.2 is minus 17.80 m. Oil terminals run along the coastline at a distance of 450 m from shore.

5.7.4. Oil terminals No.1 and No.2 offer fourteen 15 m × 15 m × 2 m mooring dolphins. Mooring dolphins are numerated from П-1 to П-14. Tankers are moored to mooring and breasting dolphins П-3-6 and П-9-12 of oil terminals Nos.1 and 2 respectively. Dolphins П-1, 2, 7, 8, 13, 14 are auxiliary dolphins used to assist in mooring and ensure safety of a berthed ship.

5.7.5. Fitted between dolphins П-4, 5 and П-10, 11 are cargo arm areas ТП-1 and ТП-2 (respectively) which protrude by 1.5 m from the wharf face in the direction of axis of ramps Э-2, Э-3 and accommodate cargo arms Nos. 1 to 10.

5.7.6. Berths for harbor vessels and Emergency Response Unit (ERU) Nos. 6, 7 are located to the right from the ramp Э-1 (if looking from the sea). Water depth alongside harbor vessels berth No. 6 is minus 8 m (BHS), and alongside ERU berth No.7, minus 5.2 m (BHS). The total length of these berths is 190.4 m. Berths Nos. 6, 7 are intended for auxiliary vessels and environmental vessels.

5.7.7. Oil terminals No.3 and No.4 are L-shape pile structures consisting of an access ramp Э-4, ramp Э-5 and oil terminals No.3 and No.4 located symmetrically relative to the ramp Э-5.

5.7.8. Oil terminal No.3 is 432.5 m long. Oil terminal No.4 is 414.75 m long. Water depth alongside oil terminals No.3 and No.4 is minus 17.80 m.

5.7.9. Oil terminals No.3 and No.4 offer fourteen 11 m×11 m×2 m mooring dolphins. Mooring dolphins are numerated from П-15 to П-28. Tankers are moored to mooring and breasting dolphins П-19, 21, 23, 25 and П-20, 22, 24, 26 of oil terminals No.3 and No.4 respectively.

Dolphins П-15-18,27,28 are auxiliary dolphins used to assist in mooring and ensure safety of a berthed ship. Dolphins at oil terminal No.3 are odd numbered. Dolphins at oil terminal No.4 are even numbered. Dolphins Nos.27 and 28 at oil terminals No.3 and No.4 are an exception. Dolphins П-15-18, 21-24 are equipped with triple self-releasing hooks. Dolphins П-27, 28 are equipped with 6-arm self-releasing hooks fitted in the center of dolphins.

5.7.10. Fitted between dolphins П-21,23 and П-22,24 are cargo arm areas ТП-3 and ТП-4 (respectively) which protrude by 1.5 m from the wharf face in the direction of axis of ramps Э-5 and accommodate cargo arms.

5.7.11. Harbor vessels berth No.5 is located to the right (southeastward) from the ramp Э-4 (if looking from the sea). This berth is 89.10 m long. Water depth alongside berth No.5 is 7.08 m (BHS). Berth No. 5 is intended for auxiliary vessels and environmental vessels.

5.7.12. Berth No. 8 is 353 m long. Water depth alongside is 16.5 m. Berth No. 9 is 334 m long. Water depth alongside is 13.7 m.

5.7.13. The berths incorporate two 19 × 44.5 m cargo arm areas, mooring and breasting dolphins П-1 to П-14 with intermediate supports and catwalks. Tankers are moored to dolphins П-1 to П-14. Four dolphins (П-4, П-5, П-10, П-11) are designed for mooring and berthing of ships, the rest ones are only for mooring. The wharf faces of mooring and breasting dolphins П-4, П-5, П-10, П-11 project by 1.5 m from faces of cargo arm areas towards the water area, thus protecting cargo arm areas by taking up some ship loads.

5.8 CARGO INFORMATION

5.8.1. Ships entering the Terminal for loading prior to the beginning of loading operations are provided with all required cargo information.

5.8.2. The Terminal loads crude oil in accordance with GOST R 51858-2002 – Crude Oil: General Specifications and diesel oil in accordance with GOST 32511-2013 (EN 590:2009) Automotive fuels – Diesel – Requirements and test methods with sulphur content of max. 10 mg/kg (max. 10 ppm).

5.9 PERSONNEL RESPONSIBLE FOR LOADING

The responsibility for terminal loading operations is borne by the following personnel:

"Deputy Director General for Production and Commerce" is a person responsible for cargo handling operations. He is appointed by the Order of PTP Director General, stays at the terminal and has full power for marine operations and tanker loading.

"Head of Navigation Safety and Marine Risk Management Department" stays at the terminal, is held liable for timely development, implementation and follow-up of ship mooring plans, and organizes the process of risk assessment of cargo handling operations prior to arrival of specific ships to the Terminal.

"Loading Master" is an authorized representative of the Terminal. He continuously stays at the terminal, guides cargo handling operations on behalf of the Terminal and coordinates their conductance with the Vessel's Authority. In emergency situations, he coordinates the actions of the ship's crew and shore personnel, and stays on board as required.

"Cargo Handling Assistant" is an authorized representative of the ship appointed by the ship master. He is directly liable for safety of cargo handling operations on a tanker. He continuously communicates with the Loading Master and PTP Terminal Duty Manager, and provides safety of cargo handling operations in compliance with this Guide and instructions of the Loading Master.

5.10 ANCHORAGES

Ships queuing at the terminal until they are served shall be berthed at anchorages identified in Instructions of the Harbor Master in accordance with Seaport By-Laws of the Port of Primorsk. Anchorages in the port harbor waters are enclosed by straight lines alternately interconnecting the points with the following coordinates:

Anchorage No. 6 (minimum depth: 18 m; soil: silt, sand):

No. 1 60°20.60' N, 28°40.50' E
No. 2 60°20.00' N, 28°41.57' E
No. 3 60°19.60' N, 28°43.00' E
No. 4 60°19.24' N, 28°41.95' E
No. 5 60°20.30' N, 28°39.60' E

Anchorage No. 6a (minimum depth: 20 m; soil: silt, sand):

No. 1 60°18.00' N, 28°44.77' E
No. 2 60°18.43' N, 28°44.42' E
No. 3 6060°18.43' N, 28°45.17' E
No. 4 60°18.00' N, 28°45.68' E

Anchorage No. 16 (minimum depth: 21 m; soil: silt or sand):

No. 1 60° 00.90' N, 27° 02.20' E
No. 2 60° 01.80' N, 27° 02.20' E
No. 3 60° 01.80' N, 27° 04.00' E
No. 4 60° 00.90' N, 27° 04.00' E

Used during winter navigation if the anchorage No. 10 is closed.

Anchorage No. 10 (minimum depth: 15 m; soil: fine sand):

No. 1 60° 00.00' N, 28° 26.00' E
No. 2 60° 02.00' N, 28° 26.00' E
No. 3 60° 02.00' N, 28° 30.00' E
No. 4 60° 00.00' N, 28° 30.00' E

In winter, no tanker is allowed to berth at anchorage No.10 due to ice drift.

6. SHIP ENTERING AND SERVING CONDITIONS

6.1 GENERAL

6.1.1. All services rendered by the Terminal or on its behalf directly at the Terminal or within the area of the Terminal's responsibility, whether payable or not, shall meet applicable regulatory documents and laws of the Russian Federation, and this Guide.

6.1.2. The seaport applies an authorization-based procedure for movement and anchorage of ships according to the schedule of ship movement and berthing in the seaport A daily schedule is daily approved by the Harbor Master on the basis of information on ship arrival to port submitted in accordance with Seaport By-Laws of the Port of Primorsk. The vessel's master or his representative prior to sending an application for adding the vessel to the daily schedule should have a confirmation from PTP that berths are ready to accept the vessel at specified dates.

6.1.3. Movement of ships in the port harbor waters as well as anchoring and anchoring off shall be governed by the Vessel Traffic Service (VTS) according to a daily schedule. Before moving, a ship shall request the relevant permit from VTS.

6.1.4. In the port of Primorsk, pilotage is performed according to the Seaport By-Laws of the Port of Primorsk.

6.1.5. Tug assistance in the port of Primorsk harbor waters is also mandatory. Tug assistance on Leg of Primorsk Fairway (from buoys No. 3 and No. 4) is compulsory for tankers, entering and departing the seaport.

6.1.6. To receive acknowledgement for tanker entering the terminal at specific dates according to schedules of ship calling at berth and distribution in the port of Primorsk, the oil company directly or through its representative/shipping agent or the consignee/freighter directly or through its representative/agent shall send a written request by e-mail or fax to the PTP Terminal Duty Manager to acknowledge the tanker entering and serving at the terminal. The request shall be supplemented with a filled in Questionnaire for vessels entering the port of Primorsk.

6.1.7. Upon reception of the request for acknowledgement the PTP Terminal Duty Manager shall send a screening application to the Navigation Safety and Marine Risk Management Department to initiate the pre-arrival ship assessment.

6.1.8. Technical requirements to tankers calling at oil loading berths Nos. 1 and 2 are specified in Table 2.

Table 2

No.	Parameter	Unit of measure	Value
1.	Maximum height of vessel's intake flange centre above sea level	m	15.75
2.	Minimum height of vessel's intake flange centre above sea level (on completion of loading)	m	5.0
3.	Centre-to-centre distance of vessel's intake flanges	m	1.7 to 3.0
4.	Spacing interval from a plane of vessel's intake flanges to the sides of a tanker	m	3.5 to 5.0
5.	Diameter of vessel's intake flanges	inch	16
6.	Thickness of vessel's intake flanges	mm	min. 30
7.	Minimum time required to close stop valves on the tanker's cargo line	s	min. 25

6.1.9. Technical requirements to tankers berthing at oil loading berths Nos. 3 and 4 are specified in Table 3.

Table 3

No.	Parameter	Unit of measure	Value
1.	Maximum height of vessel's intake flange centre above sea level	m	19.5
2.	Minimum height of vessel's intake flange centre above sea level (on completion of loading)	m	4.0
3.	Centre-to-centre distance of vessel's intake flanges	m	1.7 to 3.0
4.	Spacing interval from a plane of vessel's intake flanges to the sides of a tanker	m	3.5 to 5.0
5.	Diameter of vessel's intake flanges	inch	16
6.	Thickness of vessel's intake flanges	mm	min. 30
7.	Minimum time required to close stop valves on the tanker's cargo line	s	min. 25

6.1.10. Technical requirements to tankers berthing at oil product loading berths Nos. 3 and 4 are specified in Table 4.

Table 4

No.	Parameter	Unit of measure	Value
1.	Maximum height of vessel's intake flange centre above sea level	m	16.25
2.	Minimum height of vessel's intake flange centre above sea level (on completion of loading)	m	4.5
3.	Centre-to-centre distance of vessel's intake flanges	m	1.7 to 3.0
4.	Spacing interval from a plane of vessel's intake flanges to the sides of a tanker	m	3.5 to 5.0
5.	Diameter of vessel's intake flanges	inch	16
6.	Thickness of vessel's intake flanges	mm	30 to 36
7.	Minimum time required to close stop valves on the tanker's cargo line	s	min. 20

6.1.11. Technical requirements to tankers calling at oil product loading berths Nos. 8 and 9 are specified in Table 5.

Table 5

No.	Parameter	Unit of measure	Value
1.	Maximum height of vessel's intake flange centre above sea level	m	18.3
2.	Minimum height of vessel's intake flange centre above sea level (on completion of loading)	m	5.25
3.	Centre-to-centre distance of vessel's intake flanges	m	1.7 to 3.0
4.	Spacing interval from a plane of vessel's intake flanges to the sides of a tanker	m	3.5 to 5.0
5.	Diameter of vessel's intake flanges	inch	16
6.	Thickness of vessel's intake flanges	mm	30 to 36
7.	Minimum time required to close stop valves on the tanker's cargo line	s	min. 20

6.1.12. Draught restrictions: permissible draught of ships calling at Terminal's cargo berths are given below.

Table 6

Berth No.	Berth length (m)	Declared draught (m)	Minimum depth alongside (m)
1	375.1	15.85	17.8
2	375.1	15.85	17.8
3	432.5	15.85	17.8
4	414.75	15.85	17.8
8	353	13.7	14.7
9	344.38	10.8	11.8

6.1.13. The ship entry in the port may be acknowledged only in case of successful pre-arrival assessment (YES status). Maximum time for pre-arrival risk assessment is 1 to 3 h according to results of SIRE inspection available in the OCIMF database. On completion of pre-arrival assessment the results of the ship risk assessment shall be forwarded to the PTP Terminal Manager with relevant comments.

6.1.14. The ship approval status shall be acknowledged each time a ship calls at berths of the port of Primorsk and is defined as follows: YES means that a ship is authorized to call at PTP Terminal berths; NO means that a ship is not authorized to call at PTP Terminal berths. The comments shall indicate a reason for refusal in authorization to enter the port of Primorsk.

6.1.15. When the YES approval status is assigned and the ship conforms to Terminal's technical requirements, the PTP Terminal Duty Manager shall acknowledge that a ship can be served at the Terminal. When the NO approval status is assigned and the ship does not conform to

Terminal's technical requirements, the PTP Terminal Duty Manager will not give an acknowledgement for the ship terminal operations.

6.1.16. PTP shall not be held liable for the time wasted by a ship or its losses due to its non-availability for the next voyage resulted from delay or downtime in terminal operations for the reason beyond the control of the Terminal.

6.1.17. In case of oil discharge into sea or oil spill in the area of PTP Terminal responsibility or in the vicinity thereof, PTP shall have the right to take any measures deemed necessary for containment and liquidation of the pollution. Such an area includes not only the sea waters, but also the land, ships and any other structures or property affected by such oil discharge or spill.

6.1.18. PTP reserves the right to settle any third parties' claims arising in connection with such oil discharge or spill. Any expenses or costs incurred by PTP and related to liquidation and settlement of claims shall be for the ship and ship owners' account as of the date of such oil discharge or spill. PTP reserves the right to claim reimbursement of such expenses and costs incurred by settlement of such claims of the third parties by abovementioned ship owners.

6.1.19. The terms 6.1.16 – 6.1.18 and conditions are governed by the legislation of the Russian Federation. Ships and ship owners shall submit to jurisdiction of the Russian court.

6.2. SHIP ARRIVAL INFORMATION

6.2.1. Any ship planning to enter the port of Primorsk shall submit oil terminal pre-arrival information to the Terminal through the ship's agent 7 days before arrival (or as soon as the ship leaves the preceding port of call). The further ETA information and ETA amendments if any shall be given 96, 72, 48, 24 and 12 h prior to arrival at the terminal. Within the next 12 h the ship shall give an updated notice of ETA if the time of arrival changes by more than 2 h.

6.2.2. Pre-arrival information shall include:

- Tanker's name
- Flag and port of registry
- Ship owner
- Freighter
- Ship master' name
- IMO ship number
- Call sign
- Year of built
- Ice class
- Gross tonnage
- Net tonnage
- Summer deadweight (in metric tons)
- Description of the last cargo carried
- Draught (fore/aft) expected at arrival
- Draught (fore/aft) expected at departure

- Displacement and deadweight expected at departure
- Length overall, beam overall, depth
- Main engine capacity
- Hull design (double hull, double side, double bottom)
- ETA to the pilot boarding station
- INMARSAT phone and fax number, e-mail
- List of the last 5 ports of entry or ports entered for the last month in case of short voyages (port/country/dates)
- Height of intake gate valves above sea level in normal ballast condition
- Height of intake gate valves above sea level in full load condition
- Distance from the ship bow to the central manifold axis
- Centre-to-centre distance of vessel's intake gate valves
- Spacing interval from a plane of vessel's intake flanges to the sides of a tanker
- Height of the ship's manifold lower part above a tray
- Size of cargo manifold connections
- Quantity/size of reducers
- Thickness of vessel's intake flanges
- Quantity of segregated ballast tanks
- Quantity of filled segregated ballast tanks
- Ballast volume at the time of arrival in tons
- Point of loading/replacing of ballast
- Availability of Declaration of Ballast Water completed in accordance with IMO recommendations
- Ballast system capacity, estimated time for deballasting during cargo loading
- Whether ship's tanks are inerted and whether an inert gas system is fully operational
- Preliminary loading plan
- Maximum loading rate
- Whether starboard/portside deballasting is possible
- Agent's name
- P&I club representative and name of oil pollution risk underwriter
- Any seaworthiness restrictions and/or other defects to be taken into consideration
- Security level as per ISPS Code.

6.2.3. All the next notices shall include only updated ETA and other amendments to the initial notice (if any) or any additional requests for information which might be required by a ship for correct completion of terminal operations.

6.2.4. A master of a ship can request additional information through the ship's agent and/or PTP Terminal Duty Manager.

6.3 NOTICE OF READINESS

A Notice of Readiness shall be submitted and accepted upon the ship's arrival at the port of Primorsk according to the contract of affreightment.

6.4. COMMUNICATIONS

6.4.1. The ship and the terminal shall exchange information on all the matters including cargo handling operations. Communication shall be held through the Loading Master with the end of mooring operation with the help of a VHF transceiver provided to the ship by the Terminal.

6.4.2. Phone numbers and VHF channels required to ensure safe berthing of a ship and cargo handling operations shall be made available to the officer of the watch (OOW) and cargo handling assistant of a ship master. For the list of phone numbers and VHF channels for communication of responsible officers and services, see Appendix No. 11.

6.5 APPROACH TO PILOT BOARDING STATION

6.5.1. To approach the PTP Terminal, a ship should use official charts and pilot books published by the Main Directorate of Navigation and Oceanography of the Ministry of Defense of the Russian Federation or equivalent Hydrographic Offices of other countries:

- Chart No. 27056 (Oil Terminals of Port of Primorsk with Access Routes)

6.5.2. A pilot shall board and disembark a ship in the following positions:

- At anchorages and port terminals (for ships berthed at anchorages and port berths)
- In the area with coordinates 60°11.8' N / 028°44.7' E (for ships sailing to the seaport from the south and for ships leaving the seaport southward)
- In the area with coordinates 60°22.40' N / 028°34.54' E (for ships sailing through the Björkösund Strait from the northwest along Fairway No. 5 to the seaport berths / from the seaport berths northwestward or transiting the port harbor waters southeastward)
- In the area with coordinates 60°14.75' N / 028°50.84' E (for ships sailing through the Björkösund Strait from the southeast along Fairway No. 5 to the seaport berths / from the seaport berths northwestward or transiting the port harbor waters southeastward).

6.5.3. The pilot boarding station is a point of arrival at the Terminal.

6.5.4. A master of a tanker shall approach the pilot boarding station with great care and shall establish communication with the Terminal at the earliest possible time.

6.6 ARRIVAL AT PILOT BOARDING STATION

6.6.1. The ships entering the seaport when crossing the boundary between Regional Vessel Traffic Service (RVTS) and Vessel Traffic Service (VTS) coverage shall obtain a RVTS permit to stop the radio watch over channel 10 VHF, call sign "Petersburg-Traffic", and establish communication with the seaport VTS in channel 68 VHF, call sign "Primorsk-Traffic".

6.6.2. Upon arrival at pilot boarding station the ship shall let the pilot board the ship.

6.6.3. Access arrangements for boarding a tanker shall be prepared according to SOLAS-74/78 requirements. At night the access point shall be well lighted to ensure safe approach and boarding.

6.7 SHIP APPROACH TO PTP BERTHS

6.7.1. The pilot shall inform the ship master of the details of terminal operations, including navigational aids, sea depth, actual characteristics of the current, procedures for mooring operations and emergency towing as well as actions in case of fire or oil spills.

6.7.2. The ship master is obliged to provide availability of qualified staff at muster stations according to muster list of mooring operations crew.

6.7.3. According to the article 98 of the General Rools the Terminal PTP and the vessel's master agree upon the plan for mooring operations procedure prior to its beginning.

6.8 TUG ASSISTANCE, EMERGENCY RESPONSE VESSELS

6.8.1. Tugs and emergency response vessels shall meet the requirements of Classification Societies recognized in the Russian Federation as well as Maritime Transport Security Regulations approved under Decree of the RF Government No. 620 dated 12/08/2010.

6.8.2. Lines and wire ropes used for mooring operations shall meet the requirements specified in Rules for Classification and Construction of Sea-Going Ships of Russian Maritime Register of Shipping, vol. 1:

- Breaking load shall comply with design load of the deck equipment used on all vessels involved in mooring operations.
- A line shall be sufficiently long and shall have no splice joints or links to ensure safe mooring operations.
- The conformity of a line used shall be endorsed by a Classification Society certificate.

6.8.3. Tugs assisting in mooring at Terminal berths shall be equipped with additional fire-fighting equipment, carry a sufficient amount of foaming agent and have additional class notation assigned to ships fitted with fire-fighting equipment corresponding to minimum FF3. All gas exhaust pipes of main engines, auxiliary engines and incinerators shall be equipped with flame arresters or spark arresters to ensure safe tug assistance to non-inerted oil tankers and safe tug operations at oil terminals.

6.8.4. Tugs engaged in mooring operations are used to assist the ships in emergency situations which might occur on board a tanker due to the loss of motion, steering failure, fire, oil spillage and other emergencies.

6.8.5. On completion of mooring operations tugs shall join emergency response vessels standing at a 24 hour watch, i.e. fire vessels, tugboats, oil garbage disposal vessels, collecting vessels and boom boats permanently ready in the emergency situations to tow the ships away from berths, assist in fire extinguishing or oil spillage containment.

6.8.6. The Terminal has the right to request documents from the owners of the auxilary vessels, conducting activities on servicing of vessels arrived for cargo handling operations on PTP;s terminals, to make sure these vessels correspond to requirements of the Classification Societies approved in the Russian Federation and requirements of Regulations for Maritime Transport Safety, approved by Decree of RF Government dated 12.08.2010 No. 620. If breach of the abovementioned requirements is identified, PTP informs the Master of the Port so that the Master takes measures to limit the activities of the mentioned vessels within the area of PTP's responsibility.

6.8.7. The tug escort for mooring operations for entering vessels is provided by PTP according to the concluded agreement while meeting the requirements of this Guide with the right of outsourcing by PTP of the third parties directly performing tug escort of the mooring operations.

6.8.8. To ensure prompt rescue operations in the area of its responsibility, PTP has a specialized rescue unit attested and licensed in accordance with the laws of the Russian Federation which is always ready to deploy in case of emergency.

This rescue unit has the following missions:

- Be permanently ready to deploy rescue operations
- Ensure containment and oil spill response
- Participate in counter-terrorism response
- Participate in fire-fighting operations in the port harbor waters.

6.8.9. The required number and minimum capacity (in kW) of tugs used for mooring/unmooring tankers at/from berths Nos. 1, 2, 3, 4, 8, 9 are given below, table No.7.

Table 7

Type	Deadweight (t)	Deadweight group	Mooring	Unmooring
HO-150	150000	VIII (85001-150000)	2 x 3700 2 x 2600	2 x 3700 1 x 2600
HO - 105	105000	VIII (85001 - 150000)	2 x 3700 2 x 2600	x 3700 1 x 2600
HO-68	68000	VII (50001-85000)	2 x 3700 2 x 2600	2 x 3700 1 x 2600
HO-47	47000	VI (33001-50000)	3 x 2600	2 x 2600
HO-40	40000	VI (33001-50000)	3 x 2600	2 x 2600
HO - 30	30000	V (18001 - 33000)	2 x 2600	2 x 2600
HO-17	17000	IV (12001 - 18000)	2 x 2600	2 x 2600

* According to the article 10.4 of the RD 31.3.01.01-93, the berthing tug of the nominal power can be replaced by two lower power berthing tugs, total capacity of both tugs should be 10% higher than the power of the replaced tug. In case the required tug is replaced by the more powerfull tug - the total quantity of the required tugs does not decrease.

6.8.10. At entrance the area of responsibility PTP by the vessel the escorting berthing tugs should be placed at the appointed positions by the mooring plan, approved by the master of the vessel, and ascort the vessel to the berth with fixed ends.

6.9 WEATHER CONDITIONS AND RESTRICTIONS

6.9.1. Navigation in the port of Primorsk and at access routes to the port shall be in compliance with the Seaport By-Laws of the Port of Primorsk (hereinafter referred to as the Seaport By-Laws).

6.9.2. Navigation and mooring operations in the seaport are not allowed at visibility below 5 cables except for navigation and mooring of vessels involved in rescue operations.

Ships shall not moor at port berth in the following wind conditions:

- Southerly wind with a bearing of 140° to 230° and speed of over 15 m/s
- Wind with a bearing of 230° - 0° - 140° and speed of over 18 m/s.

6.9.3. Mooring at berth No. 4 is allowed at wind speed below 15 m/s.

6.9.4. Unmooring from berths is allowed at wind speed below 20 m/s.

6.9.5. Oil and oil products loading at berths Nos. 1 to 4 and 8 to 9 is allowed at wind speed below 22 m/s.

6.9.6. Hydrometeorological information is provided for ships berthing in the seaport daily at 13:00 over VHF channel 68.

6.9.7. Storm alerts (hydrometeorological hazards) are broadcasted by VTS over operating VHF channel 68 and over standby VHF channel 9 immediately upon their reception. Ships are obliged to acknowledge receipt of vital messages and storm alerts.

6.10 MOORING OPERATIONS

6.10.1. General Information

6.10.1.1. General information about ships received by the port of Primorsk:

Berths Nos. 1, 2, 3, 4:

The ship's dimensions:

- Length overall: 307.0 m
- Beam: 55.0 m
- Loaded draught: 15.85 m
- Deadweight: 150000 t
- Displacement: 182000 t
-

Berths Nos. 8, 9:

The ship's dimensions for berth No. 8:

- Length overall: 228.0 m
- Beam: 32.3 m
- Loaded draught: 13.7 m
- Deadweight: 76400 t

The largest ship dimensions for berth No. 9:

- Length overall: 185.0 m
- Beam: 32.2 m
- Loaded draught: 10.8 m
- Deadweight: 47100 t.

6.10.1.2. The ships shall use their propulsion means at a distance not less than 40 m away from the berth when mooring and unmooring, except cases where the use of such means is compulsory to avoid damage to a ship or berth.

6.10.1.3. The decision whether to make a tug fast through the stern and bow hawse pipes or forecastle deck/quarter deck hawse pipes of a tanker shall be made by a master of a ship, Loading Master and pilot. The choice between astern and alongside towing is also with a master of a ship, Loading Master and pilot.

6.10.1.4. Mooring operations can be carried out 24 h a day depending on weather conditions and visibility.

6.10.1.5. Before a ship approaches a berth all items protruding overboard shall be removed and secured in safe positions to prevent damage to berths, berth arrangements and handling equipment.

6.10.1.6. To avoid damage to ships and port facilities as well as personal injuries, the PTP Terminal Duty Manager shall take all necessary measures to prepare a berth for ship berthing in advance. All arrangements and equipment located on the berth shall be removed to a safe area of the berth as required to prevent the risk of damage. In the course of mooring, berthing and handling operations at Terminal berths, any heeling of a ship shall be avoided to prevent damages to the ship or underwater part of a berth.

6.10.1.7. Mooring trials of ships involving operation of propellers in the vicinity of waterside structures are prohibited.

6.10.1.8. Speed, quantity and gross tractive effort of tugs engaged in preparation of a berth for mooring depend on the ice conditions and deadweight of a cargo ship and shall be governed by this Guide.

6.10.1.9. The ships berthed in the port shall not put out of service their propulsion system, steering gear and anchor gear unless agreed with the Terminal Administration and upon written consent of the Harbor Master. Repair and maintenance of ship's systems and installations are not allowed. Electric equipment including radars, electronic equipment and domestic appliances may be tested only if agreed with the Terminal Administration.

6.10.1.10. The responsibility for keeping a specified distance to a berth during cargo handling operations is borne by a ship master. The Loading Master's instructions to bring the ship in toward the berth and to tension loosened mooring lines so as to avoid accident disconnection of cargo arms and oil spills are mandatory for the ship's crew.

6.10.2. Mooring

6.10.2.1. Tankers with deadweight more than 50000 t following to the berths No.1-4 from buoys No. 3-4 shall be escorted by the tug of 3700 kW power.

6.10.2.2. The tugs with the power of 3700 kW are made fast through the bow and stern hawse pipes or forecastle deck/quarter deck hawse pipes according to the Master's and Pilot's decision. The tugs with the power of 2600 kW are fixed alongside ship.

6.10.2.3. The tankers of deadweight less than 50001 t, following to berths No. 3.4,8,9 from buoys No.3-4, are escorted by the tug with the power of 2600 kW; the tankers of deadweight more than 50000t are escorted by the tug with the power of 3700 kW. For mooring two tugs should be made fast through bow and stern central hawse holes or from the forward and after quarterpoint.

6.10.3. Mooring of large-capacity tankers to berths No.1-3 portside, berth No.4 starboard side:

6.10.3.1. For navigation on the leg between buoys Nos. 3 / 4 and buoys Nos. 9 / 10, tankers shall be assisted/escorted by a tug with the power of 3700 kW at a speed of 10 knots which is to be reduced to 5 knots as approaching buoys Nos. 9 / 10.

6.10.3.2. Other tugs shall be made fast to a ship on the leg between buoys Nos. 9 / 10 and buoy No. 12.

6.10.3.3. To be berthed portside alongside berths Nos. 1, 2 and 3, a ship shall move with the speed of 5 knots with following reduction of speed up to 1-2 knots while approaching the operational zone (2,5 - 3 cables to the mooring berth) and make swings until it is positioned abreast the cargo arm area at a distance of 150 to 200 m from it in case of offshore wind or 200 to 250 m in case of onshore wind.

6.10.3.4. A ship shall approach a berth with the assistance of tugs across the berth line normally. Bow and quarter springs shall be tossed out at a distance of 15 to 20 m from the berth. The ship shall be brought "in the position" using spring lines and with the assistance of tugs.

6.10.3.5. Before approaching berth No. 4 a ship shall stop moving towards the berth and make swings in the area of the red north buoy. A ship shall approach berth No. 4 at a minimum speed with the assistance of tugs. The ship moves parallel to the berth at the distance of 50 m from the berth line. No propulsion means shall be used unless in emergency. By entering "the position" at the distance of 10-15 m from the berth bow and quarter springs shall be tossed out. The ship shall be brought to "the position" using spring lines and with the assistance of tugs.

6.10.3.6. A ship of deadweight performing mooring operations shall approach a berth at a speed not higher as follows:

max. 2000 t - 0,22 m/s

max. 5000 t - 0,15 m/s

max. 10000 t- 0,13 m/s

max. 20000 t - 0,11 m/s

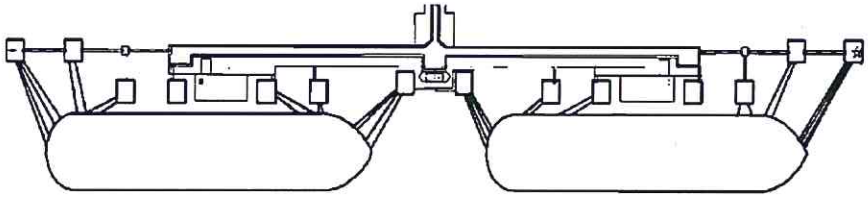
max. 40000 t - 0,10 m/s

max. 100000 t - 0,09 m/s

more than 100000 t - 0,08 m/s.

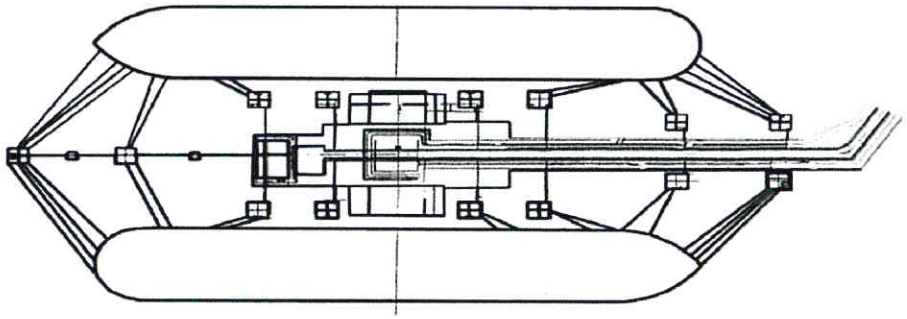
6.10.3.7. Mooring of tankers HO-90, HO-100, HO-120 at berths Nos. 1 and 2:

Berth No.1 Berth No.2



6.10.3.8. Mooring of tankers HO-90, HO-100, HO-120 at berths Nos. 3 and 4:

Berth No.4



Berth No.3

6.10.3.9. The ship moored alongside berths Nos. 1, 2, 3, 4 shall toss out minimum 4 bow and stern lines, 2 breast lines and 2 bow and quarter springs from the bow and stern respectively. For vessel HO-150 the additional one spring and one spring line should be tossed out from the bow and stern. Synthetic springs of mooring lines shall be in service for max. 18 months and shall be max. 11 m long.

6.10.4. Mooring at berths No.1 and No.2 starboard side:

6.10.4.1. For navigation on the leg between buoys Nos. 3 / 4 and buoys Nos. 9 / 10, ships shall be escorted by a tug with the capacity of 3700 kW and speed of 10 knots. Upon approaching the bouys No.9-10 the speed shall be reduced to 5 knots.

6.10.4.2. To be berthed starboard side alongside berth No. 1 and 2, a ship shall move towards the berth, then stop translational motion and make swings until it is positioned abreast the cargo arm area parallel to the berth at a distance of 150 m to 200 m from it in case of offshore wind or 100 to 150 m in case of onshore wind.

6.10.4.3. A ship shall approach a berth with the assistance of tugs across the berth line normally. Bow and quarter springs shall be tossed out at a distance of 10 to 15 m from the berth. The ship shall be brought "in the position" using spring lines and with the assistance of tugs.

6.10.4.4. The ship moored alongside berths Nos. 1, 2 shall toss out minimum 4 bow and stern lines, 2 breast lines and 2 bow and quarter springs from the bow and stern respectively. Synthetic springs of mooring lines shall be in service for max. 18 months and shall be max. 11 m long.

6.10.4.5. Mooring at berths Nos. 8 (port side) and 9 (starboard side):

6.10.4.6. For navigation on the leg between buoys Nos. 3 / 4 and buoys Nos. 9 / 10, ships shall be escorted by a tug with the capacity of 2600 kW. Upon approaching the bouys No.9-10 the speed shall be reduced to 5 knots.

6.10.4.7. The rest of the tugs shall be made fast to a ship in the area of buoys Nos. 9 and 10.

6.10.4.8. The mooring of the tankers deadweight 50001-75000 t shall be made with the assistance of 4 tugs according to the Table No.7 . For mooring 2 tugs should be made fast through bow and stern central hawse holes or from the forward and after quarterpoint, 2 tugs alongside.

6.10.4.9. To be berthed portside alongside berth No. 8 and starboard side alongside berth No. 9, a ship shall move towards the berth, then stop translational motion and make swings until it is positioned abreast the cargo arm area at a distance of 90 to 120 m from it parallel to the berth line.

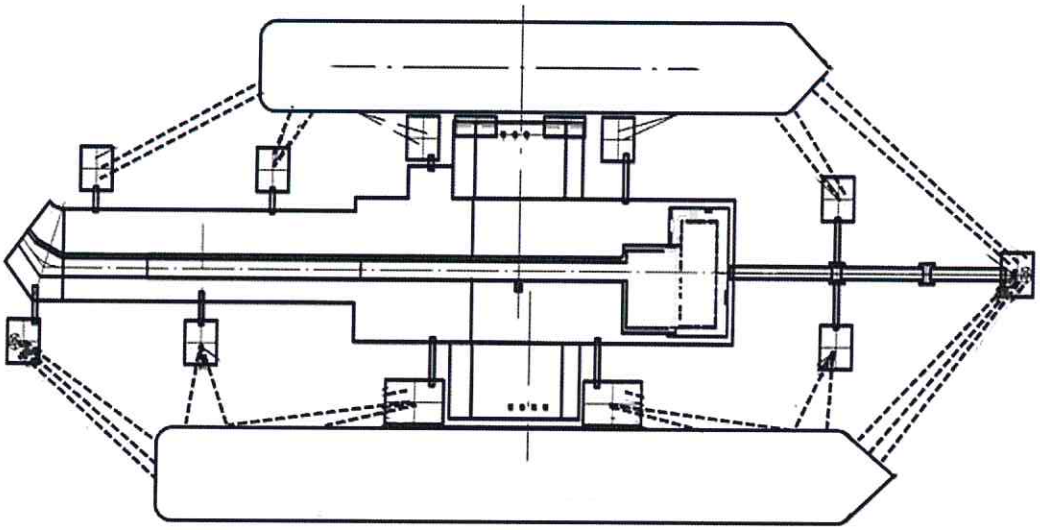
6.10.4.10. A ship shall approach a berth with the assistance of tugs parallel to the berth line normally. Bow and quarter springs shall be tossed out at a distance of 10 to 15 m from the berth. The ship shall be brought in "position" using spring lines and with the assistance of tugs.

6.10.4.11. Using of propulsion system in the zone of 40 m from the berth is prohibited. For vessels with CPP blades should be in a pitch zero position.

6.10.4.12. Mooring pattern at berths No.8-9:

Pattern No.3

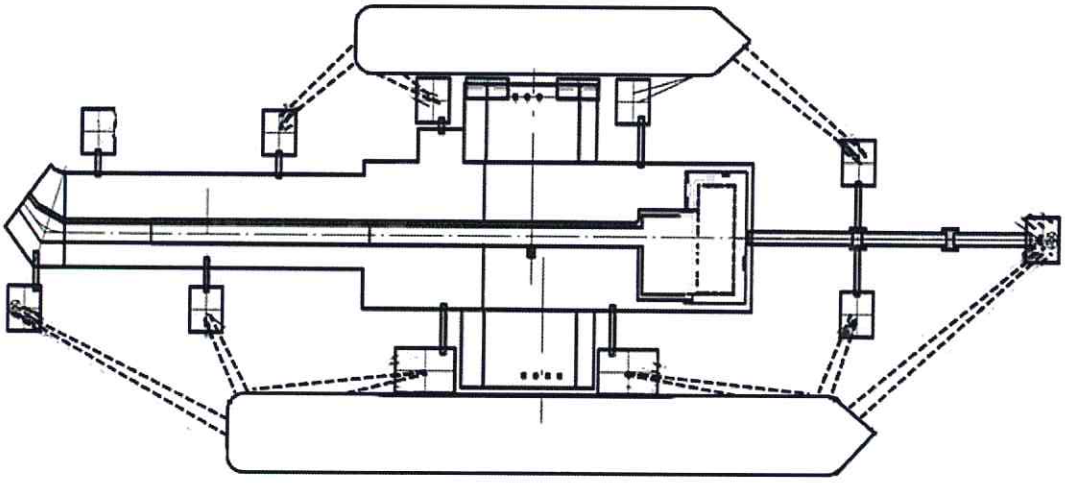
Berth No. 9



Berth No. 8

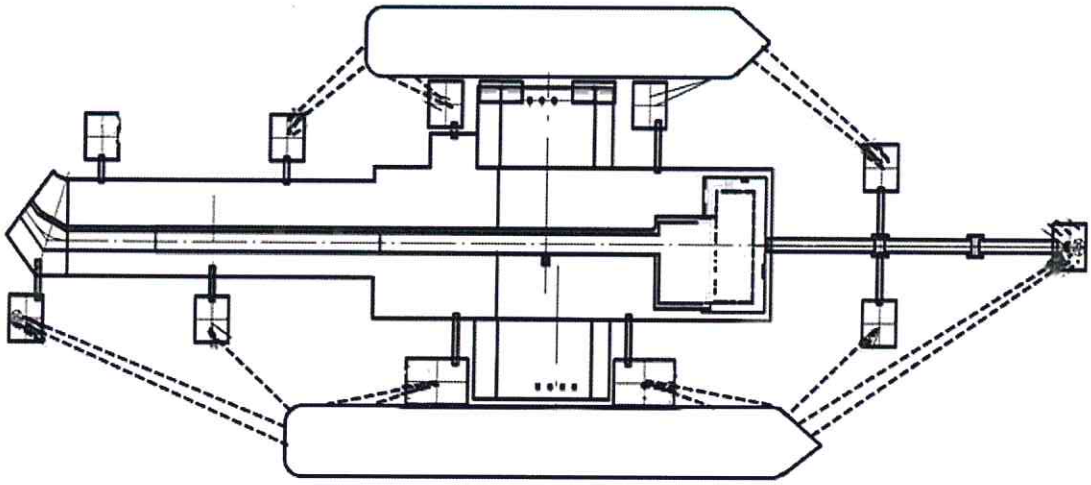
Pattern No. 4

Berth No. 9



Berth No. 8

Berth No. 9



Berth No. 8

6.10.4.13. The ship moored alongside berths Nos. 8 and 9 shall toss out minimum:

- 3 bow/stern lines and 2 springs from the bow and stern respectively (for DW up to 25000 t) (Patterns No.4 and 5 for Berth No.9)
- Min. 12 lines, including 4 springs (for DW 25000 to 55000 t) (patterns No.4-5 berth No.8, pattern No.3 mooring to the Berth No.9)
- Min. 14 lines, including 4 springs (for DW over 55000 t) (pattern No.3)

Synthetic springs of mooring lines shall be in service for max. 18 months and shall be max. 11 m long.

6.11 SHIP ARRIVAL AND DEPARTURE PROCEDURE

All ships shall meet official procedures for arrival at and departure from the port set forth in General Regulations for Ship Navigation and Stay in Seaports of the Russian Federation and Outside Port Limits, Seaport By-Laws of the Port of Primorsk, and Procedure Sheet for Border Crossing for persons, transport, goods, and animals at the Border Inspection Post Primorsk.

6.12. UNMOORING OPERATIONS

6.12.1. Unmooring of ships from berths Nos. 1 to 4, shall be assisted by tugs in a number specified in Table 7 of this Guide after minimum 2 (two) tugs with the capacity of 3700 kW shall be made fast to a tanker through bow and stern hawse pipes or forecastle deck and quarter deck hawse pipes (for master's and pilot's decision)

6.12.2. Unmooring of ships from berths Nos. 8 to 9, shall be assisted by tugs in a number specified in Table 7 of this Guide after minimum 2 (two) tugs with the capacity of 3700 kW shall be made fast to a tanker through bow and stern hawse pipes or forecastle deck and quarter deck hawse pipes (for master's and pilot's decision)

6.12.3. Ships shall be escorted by a tug to buoys Nos. 3 and 4.

6.12.4. Ship shall sail to buoys Nos. 9 and 10 at a speed of max. 6 knots. Navigation from buoys Nos. 9 and 10 shall be at a speed of max. 10 knots.

6.13 BALLAST HANDLING

6.13.1. A ship shall have sufficient amount of ballast for safe maneuvering, mooring and berthing at the terminal through the whole period of cargo handling operations.

6.13.2. No discharge of ballast water to shore recipients is provided at the Terminal.

6.13.3. Discharge of segregated ballast in the port of Primorsk may be allowed in the following cases:

- If loaded in the Baltic Sea, loaded/replaced in the North-East Atlantic, in the North Sea at not less than 50 nautical miles from the nearest land and at a depth of not less than 200 m, which is to be confirmed with a relevant record in the ship's log.
- If oil products content does not exceed 0.05 mg/L.
- If its noxious properties including radioactivity, harmful aquatic organisms and pathogens do not exceed standard values.

6.13.4. Segregated ballast shall not be discharged until completion of ballast water analysis in the eco-analytical laboratory and submission of the relevant information by the Transneft Primorsk Port Manager to the Loading Master. Deballasting shall be authorized by the Loading Master.

6.13.5. The responsibility for ballast discharge shall be borne by a ship master.

6.14 CARGO HANDLING OPERATIONS

6.14.1. Cargo handling regulations

6.14.1.1. Prior to cargo handling operations a Loading Master shall hold a meeting with a Cargo Handling Assistant. At the meeting they shall finalize a cargo plan as well as negotiate and agree the following matters:

- Emergency measures
- Procedure for emergency abort of cargo handling operations
- Characteristics of cargo to be loaded
- Procedure for cargo tank loading
- Loading rate and maximum permissible pressure
- Personnel responsible for cargo handling operations
- Specifications of the Terminal and ship's cargo handling equipment
- Critical points of cargo handling operations
- Time of completion of cargo handling operations
- Actions in case of oil spillage, reporting procedures
- Watch and communication.

6.14.1.2. If any requirement occurs to amend the agreed loading procedure, such amendments shall be negotiated between the Cargo Handling Assistant and the Loading Master and agreed in writing.

6.14.1.3. Hull stresses shall not exceed permitted limits specified in ship's documents. At the moment of departure from the port, the ship stability shall meet applicable standards.

6.14.1.4. The Terminal reserves the right to check any ship for compliance with requirements set forth in the International Convention on Load Lines (ICLL) in the course of loading and notify the relevant authorities in case of disregard.

6.14.1.5. The cargo handling operations should not be started (or should be stopped if have been started) in cases specified in the Seaport By-Laws of the Port of Primorsk.

6.14.2. Requirements to be met on board a tanker during cargo handling operations

6.14.2.1. A responsible ship officer shall stand the watch, normally in the Cargo Control Room (CCR). Any disregard of the loading plan or other requirements shall be immediately reported to the Loading Master.

6.14.2.2. The pressure in accommodation spaces shall be duly maintained. Air intakes of the air conditioning system which might let vapors or gases in shall be closed. The air conditioning system should not be operated in 100% air recirculation mode. Window air conditioners shall be disconnected from power sources.

6.14.2.3. The Pump Room shall be ventilated in the forced mode. The ventilation system which is to maintain safe composition of air in the Pump Room shall operate continuously all the time during cargo handling operations. A gas detection system if any shall operate properly.

6.14.2.4. Tanks shall be vented through a permanent gas exhaust system.

6.14.2.5. If vapors dissipate poorly due to any reason and accumulate above the tank deck, loading shall be stopped or a loading rate shall be reduced respectively.

6.14.2.6. The tanker's deck shall be well lighted to ensure safety of cargo handling operations at night.

6.14.3. Bunkering operations

6.14.3.1. Bunkering operations are carrying out in accordance with the requirements of The General Rules for Navigation and Moorage at Seaports of Russian Federation approved by the Order of Ministry of Transport of the Russian Federation dated 26.10.2017 No.463.

6.14.3.2. Tanker bunkering at Terminal berths shall be normally provided from the shore bunker tank farm of the PTP Terminal for fuel oil transshipment.

6.14.3.3. Bunker arms shall not be used during crude oil/oil products loading.

6.14.3.4. Tanker bunkering shall not be started until all safety measures are completed and the ship/shore safety checklist is countersigned.

6.14.3.5. Alternatively, tankers can be bunkered from bunkering vessels. An exhaust /funnel pipe spark arresting system of a bunkering vessel shall be started all the time when a bunkering vessel is moored at a tanker's side. In case of sparking or soot inflammation in bunkering vessel or tanker's pipelines all bunkering and cargo handling operations shall be immediately stopped.

6.14.3.6. Bunkering from a bunkering vessel is not allowed during tank measurement and cargo sampling operations.

6.14.3.7. Cargo pipelines of a bunkering vessel shall be in good condition and shall have appropriate manufacturer's certificates, marking and test reports.

6.14.3.8. Responsibility for proper condition of cargo pipelines is borne by a master of a bunkering vessel.

6.14.3.9. Bunkering operations shall be duly supervised by the Maritime Administration.

6.14.3.10. Bunkering vessels should approach vessels berthed for cargo handling operations anly upon approval by the Terminal PTP.

6.14.3.11. Bunkering operations from the bunkering vessels by berths is made only after receiving a preliminary special cofirmation from the Terminal PTP. In case the positive decision is made by PTP for berthing for bunkering, the vessel's agent sends to PTP Terminal a request for mooring without cargo handling operations.

7. SAFETY PRECAUTIONS

7.1 GENERAL REQUIREMENTS

7.1.1. These safety precautions are based on International Safety Guide for Oil Tankers and Terminals (ISGOTT), General and Special Requirements for Carriage of Liquid Bulk Cargoes (Code 7-M) and developed to minimize potential incidents which might be caused by fire, explosion or any other hazard during cargo handling operations.

7.1.2. These safety precautions shall in no case exempt ship masters from the liability to comply with common safety, fire prevention and security standards.

7.1.3. A Loading Master shall have the right to request a ship master to take additional measures to ensure safety of operations depending on the situation.

7.1.4. A Loading Master shall be entitled to stop cargo handling operations and start ummooring a tanker from a berth in case of disregard of any safety precautions or in case of any other emergency that might create a hazard to people's lives and health and cause damage to the sea terminal.

7.2. TERMINAL CARGO HANDLING OPERATIONS

7.2.1. General Requirements

7.2.1.1. Cargo handling operations on a tanker shall be carried out in strict compliance with ISGOTT.

7.2.1.2. Closed loading of cargoes, sampling and tank level measuring should be adopted only. All cargo tank openings, ullage, sounding and sighting ports shall be securely closed.

7.2.2. Ship/Shore Safety Checklist

7.2.2.1. The responsibility for safe cargo loading to a tanker shall be borne both by a ship master and a loading master. Before cargo handling and ballasting commence, a ship master or its representative and a loading master shall:

- –Agree in writing the loading procedure, including maximum loading rates (see Appendix 13)
- –Agree in writing the actions to be taken in case of emergency during cargo and ballasting operations (see Appendix 4)
- –Complete and sign the Ship/Shore Safety Checklist (see Appendix 5).

7.2.2.2. To ensure safety of both ship and terminal, prior to commencing the operations and periodically in the course of operations the Loading Master and a responsible ship officer (as applicable) shall check the ship for compliance with the Ship/Shore Safety Checklist.

7.2.2.3. Should any disregard of general safety precautions be discovered, any party shall be entitled to request to stop cargo handling and ballasting until appropriate actions are taken to ensure safe conditions.

7.2.3. Actions in Emergency

7.2.3.1. Should any spillage, leakage, overfilling, failure of connection be detected or if sparks emitted from the funnel fall on the deck, a ship shall raise the alarm and pass on information about the situation to the Loading Master or press the fire annunciator button. Further actions should be taken on the instruction of the Loading Master.

7.2.3.2. The Loading Master may stop loading in case of insufficient or improper loading supervision/actions.

7.2.4. Smoking and Alcohol Consumption on Board Ship

7.2.4.1. A ship master in consultation with the Loading Master shall designate the places on board ship where smoking is permitted.

7.2.4.2. For the whole period of staying in port, caution boards "**NO SMOKING**" shall be placed where they are clearly visible on board ship.

7.2.4.3. Matches and cigarette lighters should not be carried or used on the terminal's berths. The use of matches on board ship should be permitted only in specially designated smoking areas. Matches used on board should only be of the 'safety' type.

7.2.4.4. Compliance of the ship's crew with applicable smoking rules shall be regularly checked by the Loading Master.

7.2.4.5. Alcohol consumption or being under the influence of alcohol or drugs in the Terminal's territory should be prohibited. The competent Terminal's representatives shall have the right to test the ship's personnel involved in cargo handling operations for alcohol and drugs.

7.2.4.6. If the test shows that any crew member involved in loading and/or bunkering operations is under the influence of alcohol or drugs, cargo handling or bunkering shall be stopped until appropriate measures are taken by the Maritime Administration. If the terminal security personnel arrest any crew member under the influence of alcohol or drugs, they are to prepare a report and call the agent and an officer on watch who should convoy the arrested crew member to the ship.

7.2.5. Doors, Ports and Windows

All doors, windows and portholes which lead directly from the tank deck to the accommodation or machinery spaces, or which overlook the tank deck at any level, should be kept permanently closed.

7.2.6. Notices

For the purposes of advising persons boarding a tanker, notices shall be placed at the accommodation ladder to warn of the following:

* Unauthorized access prohibited.
* Persons boarding a tanker shall submit an identification document.
* The use of mobile phones and other electronic devices on board ship is prohibited.
* No smoking or open fire.
* No matches or cigarette lighters shall be carried on board.

7.2.7. Portable Radio Receivers, Naked Lights, Lights, Phones and Electrical Equipment

7.2.7.1. All flashlights and other portable electrical equipment intended for use on board ship shall be intrinsically safe.

7.2.7.2. The use of naked lights, flame heating appliances, portable radios, photographic flash units, electronic calculators, portable telephones, portable VHF transceivers, flashlights, TV sets of a non-approved type or any other battery powered equipment which is not intrinsically safe shall be avoided on the berth, main deck or in areas where oil vapors may be present.

7.2.7.3. The Maritime Administration shall give an advance notice to the ship's crew of the rules for using portable radio and electronic equipment when a ship is in port.

7.2.8. Transmitting Antennae and Radars

7.2.8.1. The ship's main transmitting antennae shall be disconnected and earthed during the ship's stay in port.

7.2.8.2. Ship's radars should not be used during the ship's stay in port.

7.2.9. Sparking Prevention

7.2.9.1. Only non-sparking tools shall be used for connection/disconnection of cargo arms and deck operations.

7.2.9.2. Soot blowing or excessive smoke emission should be avoided.

7.2.9.3. If sparks are emitted from the funnel, immediate actions shall be taken including temporary stop of boilers and auxiliary engines. Otherwise, loading must be aborted until sparking is stopped.

7.2.10. Actions in Case of Thunderstorm or Power Failure

7.2.10.1. When thunderstorm is expected or the Terminal's or tanker's power fails, all cargo handling and bunkering operations shall be immediately stopped.

7.2.10.2. The interrupted operations may be restarted only when agreed with the Loading Master.

7.2.11. Inert Gas System

7.2.11.1. Ships fitted with an inert gas system in compliance with SOLAS-74 must have the system fully operational and working satisfactorily throughout cargo handling operations as required.

7.2.11.2. To avoid fire or explosion in cargo tank headspace, ships shall keep cargo tanks pressurized, monitor and maintain the oxygen content of the tank atmosphere at not more than 8% by volume.

7.2.11.3. If the oxygen content in cargo tanks exceeds 8%, access to tankers berthed in the port should be prohibited. During all the time when a ship is in port, the oxygen content in all cargo tanks shall not exceed 8% by volume. **The Terminal reserves the right to abort any operation and bring the ship away from the berth if the oxygen content in any cargo tank exceeds 8%.** All expenses related to such an abort shall be borne by the ship.

7.2.11.4. A minimum positive pressure in the cargo tanks of an oil tanker shall be not less than 100 mm water gauge (0.98 kPa).

7.2.11.5. The responsibility to maintain a positive pressure in all cargo tanks and oxygen content at not more than 8% by volume shall be borne by a ship master.

7.2.11.6. At least 24 h before a ship enters the port of Primorsk, the PTP Terminal Manager shall request the following information from the ship master:

- Oxygen percentage by volume in each cargo tank
- Details of IGS instruments calibration.

7.2.11.7. If a ship is not capable to maintain a positive pressure of the tank atmosphere at not less than 100 mm water gauge (0.98 kPa) and oxygen content at not more than 8% by volume, the PTP Terminal Duty Manager shall refuse to serve the oil tanker in the port of Primorsk.

7.2.11.8. At least 24 h before a ship arrives at the port of Primorsk, the PTP Terminal Manager shall notify the ship master of necessity to measure

7.2.11.9. a positive pressure of the tank atmosphere and oxygen content in all cargo tanks using portable instruments available on board ship in the presence of the Terminal's representative (Loading Master) prior to commencement of cargo handling operations.

7.2.11.10. Before proceeding to cargo handling within 1 h after access to the ship is gained, the Loading Master together with the ship's representative shall measure the oxygen content in cargo tanks and check the pressure in tanks using permanent ship's gauges.

7.2.11.11. If the oxygen content in any cargo tank exceeds 8% by volume, the Loading Master together with the ship's representative shall take a check measurement in this tank and prepare a check measurement report. For the purposes of check measurement, the oxygen content in the tank shall be measured thrice.

7.2.11.12. Check measurement of the oxygen content by volume shall be taken immediately after obtaining the first negative result.

7.2.11.13. The Loading Master shall prepare a note of protest to the address of the Maritime Administration to report the pressure of less than 100 mm water gauge (0.98 kPa) and oxygen content of more than 8% by volume.

7.2.11.14. In connection with the detected pressure of less than 100 mm water gauge (0.98 kPa) and/or oxygen content of more than 8% by volume, the PTP Terminal Manager shall send a notification to the Port master within 1 h.

7.2.11.15. When measurement results are unsatisfactory, the PTP Terminal Manager shall inform the Terminal authority of the same and undertake necessary measures to bring the tanker away from the berth to the inner roadstead of the port.

7.2.11.16. In the course of cargo handling operations the Loading Master shall measure the oxygen content and pressure in cargo tanks every four hours using permanent ship's instruments and record the results of check in the ship/shore safety checklist.

7.2.12. Tank Inspection

7.2.12.1. Prior to commencement and upon completion of cargo handling operations the Loading Master together with the ship's representative and surveyors shall take measurements in all cargo tanks and, where appropriate, fuel tanks and any other liquid tanks and void spaces.

7.2.12.2. For this purpose, closed gauging and sampling shall be undertaken manually.

7.3. POLLUTION PREVENTION IN THE PORT

7.3.1. Responsibility

A ship master is held fully liable for implementation of appropriate measures to prevent pollution of port harbor waters and environment. All expenses arising from pollution by a tanker and pollution response activities shall be borne by a ship owner / tanker freighter.

A ship master shall immediately report any oil pollution occurred or detected to the Terminal. In this case all cargo handling operations shall be immediately stopped until the Loading Master authorizes their restart.

7.3.2. Measures at the Commencement of and During Loading or Discharging Operations

Measures to be undertaken are as follows:

- All deck scuppers shall be securely closed and locked.
- Accumulation of water on the main deck shall be drained off.
- Unused cargo and bunker line connections should be closed and blanked. Blank flanges should be fully bolted.
- If permanently fitted spill tanks are not available, drip trays should be placed under each ship and shore manifold connection to retain any leakage (flanges of manifolds/reducers).
- All sea and overboard discharge valves which may discharge pollutants overboard shall be closed, lashed and sealed.
- At manifold connection points a watchman equipped with appropriate means to communicate with the officer of the watch should be continuously stationed.
- A tanker should maintain a close watch for the escape of oil into sea from the ship's seaward side.
- A station fitted with means to drain minor oil spills from the deck shall be provided in the area of the manifold used for loading.
- Any overboard discharge should be prohibited.
- The loading master and PTP terminal managers shall be immediately informed of any leaks or spills.
- Cargo arms shall be drained off on completion of loading and discharging operations.

7.3.3 Oil Booms

Floating oil booms shall be deployed prior to commencement of cargo handling operations.

Oil booms shall be deployed before the beginning of operations as soon as instructed by the PTP shift terminal manager and shall be recovered on completion of cargo handling operations against an advanced request for oil boom system deployment/recovery.

When a stormy weather forecast is received and/or actual deterioration of hydrometeorological conditions is witnessed accompanied by high waves of 0.7 m and over and/or strong southerly, south-westerly and northerly wind at a speed over 10 m/s, oil booms may not be deployed in the port of Primorsk if agreed with the Branch Office of Baltic Sea Port Administration Federal State-Financed Institution and approved by the Port Administration, and emergency response vessels shall be brought to the higher state of readiness.

7.3.4. Ballast Water

No ballast water should be discharged overboard from segregated ballast tanks into harbor waters unless clean.

Samples of ballast water should be taken prior to commencement of cargo handling operations in accordance with applicable national and international standards. The Terminal will not authorize overboard discharge of ballast water if permitted limits are exceeded.

7.3.5. Smoke Emissions

No visible emissions of white or black smoke (except for vapors) from funnel uptakes should be permitted. Any emissions shall be immediately reported by the officer of the watch to the engine room watchman.

7.3.6. Ship Wastes

When a ship is berthed in port, no garbage, solid or liquid waste should be discharged overboard. Ship wastes shall be discharged to specialized harbor vessels.

7.3.7. Outboard Lighting

During darkness, adequate lighting should be arranged on a tanker to cover the sea area from the ship's seaward side so that any spillage of oil in the sea can be detected in good time in the course of cargo handling operations.

7.4 EMERGENCY PROCEDURES

7.4.1. Emergency Abort of Loading

7.4.1.1. Loading of crude oil to tankers should be immediately aborted in the following cases:

- If, during loading, the steady pressure in the cargo pipeline is reduced by min. 0.05 MPa (0.5 kgf/cm^2) relative to the value displayed on the pressure monitoring workstation where such reduction does not result from any loading conditions.
- If, during loading, the steady pressure in the cargo pipeline is increased by min. 0.2 MPa (2.0 kgf/cm^2) relative to the value displayed on the pressure monitoring workstation where such reduction does not result from any loading conditions, or if the pressure in the oil terminal manifold increases by 0.7 MPa or more.
- If any oil leaks in the cargo pipeline, cargo handling equipment, ship or oil spills to harbor waters are detected or reported.
- If the inner flow of the pipeline is obstructed due to unauthorized closing of shore or shipboard stop valves and/or if the oil terminal surge protection system has operated.
- If a fire occurs on a berth, tanker, tank farm, crude oil custody transfer metering systems Nos. 725, 726, 727, 728, 940, mechanical displacement provers ТПУ-4000, ТПУ-4000/2, ТПУ-1900, crude oil quality measuring units Nos. 725, 726, 727, 728, 940, enclosed switchgear, administrative building (terminal manager's office).
- If any thunderstorm is witnessed within the range of vision from the port of Primorsk.
- In case of wind gusts over 22 m/s.
- If, during cargo handling operations, the oxygen content in cargo tanks exceeds 8% by volume and a positive pressure of the tank atmosphere reduces to less than 100 mm water gauge (0.98 kPa) according to a permanent ship tank gauging system.
- If a ship/loading master alerts to the necessity of emergency abort of the loading.
- If damage of berth No.1 or No.2 is reported and loading is stopped at both berths No.1 and No.2.

- If damage of berth No.3 or No.4 is reported and loading is stopped at both berths No.3 and No.4.

7.4.1.2. Loading of oil products to tankers should be immediately aborted in the following cases:

- If, during loading of oil products, the pressure in the cargo pipeline is abruptly (in less than 20 s) increases by min. 0.2 MPa (2.0 kgf/cm^2) relative to the steady value where such reduction does not result from any loading conditions.
- If, during loading of oil products, the pressure in the cargo pipeline is abruptly (in less than 20 s) decreases by min. 0.05 MPa (0.5 kgf/cm^2) relative to the steady value where such reduction does not result from any loading conditions.
- If any oil product leaks in the cargo pipeline, cargo handling equipment, ship or oil spills to harbor waters are detected or reported.
- If the inner flow of the pipeline is obstructed due to unauthorized closing of shore or shipboard stop valves and/or if the oil terminal surge protection system has operated.
- If a fire occurs on a berth, tanker, tank farm, crude oil custody transfer metering systems Nos. 740, 1231, 1232, 1233, 1235, crude oil quality measuring units Nos. 740, 1231, 1232, 1233, 1235, enclosed switchgear, administrative building (terminal manager's office), in harbor waters in the vicinity of berths.
- If any thunderstorm is witnessed within the range of vision from the port of Primorsk.
- In case of wind gusts over 22 m/s.
- If, during cargo handling operations, the oxygen content in cargo tanks exceeds 8% by volume and a positive pressure of the tank atmosphere reduces to less than 100 mm water gauge (0.98 kPa) according to a permanent ship tank gauging system.
- If a ship/loading master alerts to the necessity of emergency abort of the loading.
- If damage of berth No.8 or No.9 is reported and loading is stopped at both berths No.8 and No.9.
- If damage of berth No.3 or No.4 is reported and loading is stopped at both berths No.3 and No.4.

7.4.1.3. The Master of the ship that has brought damage to the waterside structure, berth or its fender should immediately report about the damage to PSCI and PTP terminal manager. The damage should be documented with the report, drawn up by Terminal Administration's Representative, Ship's Master, Pilot and PSCI inspector.

7.4.2. Procedure for Emergency Abort of Loading

7.4.2.1. A ship shall in no case be granted any right to stop the crude oil or oil products flow. Gate valves on at lest 2 (two) tanks should be continuously fully open till the final loading stage when the crude oil or oil products flow is not so heavy and a sudden opening of gate valves can not lead to the pressure surge exceeding the rated value of the cargo system. Slop tanks shall never be used before the loading is completed. Ship's valves should not be ever used to reduce the crude oil or oil products flow.

7.4.2.2. The loading abort will be commenced when so instructed by the loading master. All the parties involved in cargo handling operations shall be immediately alerted to the emergency abort of loading.

7.4.2.3. If loading is to be aborted, alarms to alert of emergency abort of loading shall be activated at the terminal and on the tanker.

7.4.2.4. The automatic system shall follow up the emergency containment algorithm.

7.4.2.5. After the flow of crude oil/oil products is stopped, the tanker manifold valves may be closed when so instructed by the loading master.

7.4.2.6. If an emergency necessitates prompt departure of a tanker from the berth, the emergency tanker unberthing procedure shall be initiated.

7.4.3. Emergency Tanker Unberthing Procedure

7.4.3.1. The emergency tanker unberthing procedure can be initiated by a ship master, loading master or Port State Control Inspectorate.

7.4.3.2. The tanker's propulsion system shall be immediately made ready for operation.

7.4.3.3. Where loading is to be abruptly aborted, the tanker cargo manifold valves should be closed AFTER the closing of shore valves during emergency abort of loading is acknowledged. Then cargo arms shall be disconnected.

7.4.3.4. Shearing couplings of cargo arms make it possible to move a tanker away from the berth without disconnecting the cargo arms. However, such a decision should be made in exceptional and emergency cases only.

7.4.3.5. A ship master is to decide to what extent movement of a ship away from the berth will be safe and whether this expeditious maneuver will endanger the ship even more or not.

8. RECOMMENDATIONS FOR OPERATIONS IN LOW TEMPERATURE CONDITIONS

8.1. Ice Navigation of Large Tankers

8.1.1. The icebreaker assisted navigation in the seaport normally commences when the ice starts forming in the Björkösund Strait and ends when the ice in the Björkösund Strait completely melts out.

8.1.2. The beginning and end of icebreaker assisted navigation in harbor waters and harbor approach channels are advised by the Harbor Master.

8.1.3. Ice navigation restrictions are determined by the Harbor Master depending on the ice situation forecast in harbor waters.

8.1.4. The ships operated in freezing seas shall be duly prepared:

* All water drainage arrangements, both main (permanent) and auxiliary (portable) ones, shall be inspected and made fully operational. Pipelines shall be pressurized. Sea chests and sea inlets located below the waterline shall be protected with strainers to avoid intake of slush and brash ice.

* Main engines, auxiliary machinery, hull equipment, means of communication, navigation aids and electrical/electronic navigation equipment shall be functionally tested.

* Deck machinery shall be prepared for navigation in low temperature conditions. Fresh and sea water lines running through upper decks shall be thermally lagged. All machinery and gears which may be left out of use and whose operation inflicts a risk of melting should be stopped/disconnected and preserved.

* Lubricants used on weather decks shall be inspected (replaced as required). Cable routes, switches and socket connectors shall be also inspected.

8.1.5. When a berth is prepared to receive a ship, the ice cover on harbor waters at a distance equaling 2.0 to 3.0 berthed ship hull widths off the berth shall be broken and crushed. Ice bodies formed on berth piles at a variable water level shall be removed.

8.1.6. A ship should approach a berth at an angle of 15 to 20°. A minimum distance of approaching the berth line should be 20 m. Broken ice trapped in between the ship's side and the berth should be removed by tugs. For this purpose, one or two tugs should run their propellers to remove broken ice by created jets, and other tugs shall assist in moving the ship towards the berth.

In exceptional cases, a ship may be berthed in ice conditions using propellers at dead-slow speed, provided that a propeller is more than 50 m away from the berth line.

8.1.7. If harbor waters are covered with strong ice more than 0.5 m thick, the berth preparation for approaching and berthing of a transport ship shall include icebreaking of channels in the total waterside area required for a ship to approach a berth at a distance of 25 to 35 m from the wharf faces and breaking of the channel coast edges by an icebreaker so that an angle between the icebreaker centerline and the berthing line does not exceed 30° if ice is up to 50 cm thick or 15 to 20° in case of a greater ice thickness. The icebreaker shall not approach the wharf faces by more than 20 m, and the angle between the icebreaker centerline (CL) and the wharf wall shall be not greater than 5°. If ice thickness exceeds 50 cm, icebreakers should not approach the berth astern.

8.1.8. Clearing the roadstead of ice before unberthing a ship shall be assisted by tugs and/or an icebreaker where the ice cover is more than 50 cm thick. The roadstead should be cleared to the outer ship's side. Unberthing of a ship should be assisted by tugs.

8.2. Using Tugs to Assist in Berthing and Unberthing in Ice Conditions

8.2.1. In harbor waters, approach channels to berths are normally made by icebreakers and/or tugs taking into account ship's maneuvering components.

8.2.2. Tugs assist a ship in moving towards the berth, and the ship tosses out and makes bow lines fast, and pays out towing lines.

8.2.3. One of the tugs removes the ice trapped between the ship's side and the berth by jets created with a propeller running ahead, and another tug cants the stern towards the berth. The ship's propeller runs ahead washing off the ice from the stern.

8.2.4. When the water between the ship's stern and the berth is cleared of ice, the tug clears off the ship's side and the ship's stern is brought towards the berth. Stern lines are put out and made fast. The remaining ice between the ship's side and the berth is removed by a propeller running astern, and then the ship's bow is brought towards the berth.

8.2.5. Before unmooring, harbor waters are prepared for unberthing maneuvers by tugs and/or icebreakers making part of the port fleet:

- the ice is crushed along the whole ship length to a distance of 1 to 1.5 ship width from bow and stern;
- a channel with the minimum length equal to two to three ship lengths is made for safe unberthing of a ship.

8.2.6. The ship goes through an ice-broken channel in harbor waters unassisted until she joins the convoy ships guided by a linear icebreaker.

8.3. Cargo Handling Operations in Low Temperature Conditions

8.3.1. When a ship is berthed in port, all operations related to preparation of the ship and its equipment shall be completed before or during the period of low temperature conditions. When a tanker is in port, ship's equipment shall be made readily available for use under low temperature conditions.

8.3.2. A ship master shall ensure timely preparation of both the ship and the ship's crew for cargo handling operations under low temperature conditions. The heads of services should take appropriate precautions falling within their competence.

8.3.3. Given below are appropriate procedures for preparing a ship and ship's crew for cold weather conditions. However, it should be considered that this list is not exhaustive and may be supplemented or amended taking into account specific ship features.

8.3.3.1. A ship shall have the Guidelines for Ice Navigation developed based on IMO recommendations at a readily accessible place on board ship.

8.3.3.2. The personnel shall be provided with appropriate winter clothes suitable to be worn in low temperature conditions.

8.3.3.3 Seawater and fresh water pipelines which might be exposed to low temperatures should be drained. The fire mains shall be drained from both ends. The window washing system in Bridge shall be drained.

8.3.3.4. Stream lines, if not in use, should be drained.

8.3.3.5. Engine coolers which might be exposed to low temperatures should be filled with antifreeze. All heaters shall be functionally tested.

8.3.3.6. All scuppers and drain ports should be clean and dry.

8.3.3.7. Shipboard heating systems shall be tested and made readily available for use.

8.3.3.8. The risk of ballast water freezing should be duly considered. To receive ballast water in low temperature conditions, measures should be taken to prevent clogging of ventilation pipes with ice cover which might be formed on the ballast water surface in case of freezing. Ballast tanks should be normally filled to max. 90% of their capacity. Any heating system available on board ship can be used to heat ballast tanks. As soon as ballast water is discharged from each tank, heating coils of the ballast tank heating system shall be drained and air blown. While discharging ballast water, air pipes of the ballast tank should be checked for ice blockage.

8.3.3.9. Heating coils and/or antifreeze should be used to prevent freezing of deck hydraulic gates and deck vacuum interrupters in the inert gas system where applicable.

8.3.3.10. Safety valves of the inert gas system should be checked while in use to make sure that they are free of ice blockage. Such checks shall be done minimum once an hour during all the time of cargo handling operations. Safety valves should be preferably fitted with a heating system.

8.3.3.11. Deck compressed air systems should be drained.

8.3.3.12. Bilge wells should be dry.

8.3.3.13. Engines of lifeboats shall use low temperature diesel oil. Heating systems of lifeboat engines shall be checked for proper operation. The freezing point of diesel oil used shall be checked for compliance.

8.3.3.14. Bunker pipelines running through the decks shall be drained and made readily available for bunkering. The ventilation system of fuel tanks shall be heated with steam as appropriate.

8.3.3.15. Deck hydraulic systems shall normally be pressurized unless specifically designed for low temperature applications.

8.3.3.16. Cargo booms and cranes, especially those required for cargo handling operations should be regularly turned.

8.3.3.17. Steel ends and all deck machinery shall be greased with winter grade lubricant.

8.3.3.18. Mooring lines shall be stowed in shelters in dry condition.

8.3.3.19. Before the cold weather comes fuel tanks should be properly heated.

8.3.3.20. Steam heating arrangements for sea chests shall be fully operational.

8.3.3.21. Engine cooling capability of the internal circulating system of a tank (to be used in case of sea chest ice blockage) and its proper functioning shall be checked.

8.3.3.22. For proper service in low temperature conditions, the ship shall be provided with sandbags, wooden hammers and scrapers to remove ice as well as liquid to melt the ice accumulated on the Bridge windows.

8.3.3.23. The oil discharge monitoring and control system (ODMCS) shall be drained and protected against icing.

8.3.3.24. The fire-fighting system fitted on the weather deck shall be drained and made readily available for use.

8.3.3.25. No ice should be there on safe inspection routes. Non-slip materials should be used where appropriate.

8.3.3.26. Before proceeding to cargo handling operations cargo gate valves and instruments should be cleared from ice and made readily available for use.

9. PORT FACILITY SECURITY MEASURES

9.1. The vessels to which ISPS Code is applicable should correspond to the article No. XI-2 "Special Measures on Reinforcement of Maritime Security" of SOLAS-74. The Port Master is responsible for controlling the fullfillment of the requirements of the article No. XI-2 of SOLAS-74 and ISPS Code.

9.2. The Terminal may set the following security levels:

Security level 1: the level for which minimum appropriate protective security measures shall be maintained at all times.

Security level 2: the level for which appropriate additional protective security measures shall be maintained for a period of time as a result of heightened risk of a security incident.

Security level 3: the level for which further specific protective security measures shall be maintained for a limited period of time when a security incident is probable or imminent, although it may not be possible to identify the specific target.

9.3. At security level 1, the following activities shall be carried out, through appropriate measures, on all ships, in order to identify and take preventive measures against security incidents:

- ensuring the performance of all ship security duties;
- controlling access to the ship;
- controlling the embarkation of persons and their effects;
- monitoring restricted areas to ensure that only authorized persons have access;
- monitoring of deck areas and areas surrounding the ship;
- supervising the handling of cargo and ship's stores;
- ensuring that security communication is readily available.

9.4. At security level 2, the additional protective measures, specified in the ship security plan, shall be implemented for each activity detailed in section 9.2.

9.5. At security level 3, further specific protective measures, specified in the ship security plan, shall be implemented for each activity detailed in section 9.2.

9.6. Whenever security level 2 or 3 is set by the Administration, the ship shall acknowledge receipt of the instructions on change of the security level.

9.7. Should any threat of an act of unlawful interference occur whilst in the port, a ship master or a ship security officer shall immediately report the matter to a port facility security officer, harbor master and PTP duty manager.

9.8. The security level of port facilities and ships berthed in the port as well as any changes in the security level shall be reported to the harbor master.

9.9. Any threat of an act of unlawful interference in the port and any change of the ship security level shall be immediately alerted and the receipt of such alerts shall be immediately acknowledged over VHF channels.

9.10. The masters of ships whilst in the port shall immediately report to the harbor master, port facility security officer and PTP duty manager any incidents related to detection of objects which come to their attention or explosive devices, any signs of preparation or performance of acts of unlawful interference, any unauthorized access to ships, any information about preparation of terrorist attacks, any infraction or any suspicious persons detected in the port over operating VHF channels and using additional communication means which all concerned persons shall be advised of by the harbor master.

10. COUNTERMEASURES TO ACTS OF UNLAWFUL INTERFERENCE

An act of unlawful interference means an illegal action/inaction, including acts of terrorism, which threatens the ship/vehicle security and causes infliction of injury or bodily injury or damages or creates the likelihood of their occurrence.

10.1. The countermeasures are applicable to:

- ship security officers, port facility security officers and cargo owner/freight forwarder security officers acting under paragraphs 11, 12, 17, Part A of the International Ship and Port Facility Security Code (ISPS Code);

- ships flying any national flag which enter the port with dangerous cargoes on board or proceed to loading of dangerous cargoes, no matter whether they have an international ship security certificate issued in accordance with Part A of the ISPS Code or not;
- port facilities including any berths, piers, jetties, special-purpose terminals where a ship can moor for consecutive loading or discharge of cargo, and any other arrangements and/or installations;
- and/or structures used as main, auxiliary or additional facilities for cargo handling operations.

10.2. Types of threats

Threat of seizure means possible seizure of a ship/transport vehicle or Terminal facilities, brining them under control either forcedly or through the threat of the use of force or any other kind of deterrence.

Explosion hazard means a possible risk of damage to or destruction of facilities/transport vehicles, infliction of injury or bodily injury through explosion.

Pollution hazard means a risk of polluting facilities/transport vehicles or their most critical components with chemicals, radioactive contaminants or biomaterials threatening life or health of the personnel, visitors and other people.

Threat of seizure of a critical facility/transport vehicle component means brining it under control either forcedly or through the threat of the use of force or any other kind of deterrence.

Threat of placement or attempt to place explosive devices/explosives on a critical component of a facility/transport vehicle means a possibility to place or a possibility to make actions in order to place, by any means, explosive devices/explosives on a critical component of a facility/transport vehicle which might cause destruction of or damage to such a critical component endangering its safe operation or threaten the health and life of the personnel or other people. Threat of deterrence means a possibility to create an obstruction to disturb or stop movement or deter the functionality of facilities/transport vehicles which threatens the health or life of the personnel, visitors and other people.

Threat of theft means a possibility to steal components of facilities/transport vehicles, which might result in their malfunction threatening the health or life of the personnel, visitors and other people.

10.3. The masters of ships whilst in the port shall immediately report to the harbor master and port facility security officer any incidents related to detection of objects which come to their attention or explosive devices, any signs of preparation or performance of acts of unlawful interference, any unauthorized access to ships, any information about preparation of terrorist attacks, any infraction or any suspicious persons detected in the port over operating VHF channels and using additional communication means which all concerned persons shall be advised of by the harbor master.

Should any unauthorized suspicious person or object, craft be detected by any crew member in the cargo handling area in case of threat of acts of unlawful interference the ship authority should act according to the ship security plan.

Appendix 1

A RECEIPT FOR THE REGULATIONS
РАСПИСКА О ВРУЧЕНИИ РУКОВОДСТВА

To the Master of the Tanker «_____»
Капитану танкера

Date: _____
Дата

Dear Sir,
Уважаемый господин,

We are sending you a copy of the "Regulations for handling ships at the marine terminal", which is designed to provide guidance on operational procedures and the shared responsibility for the terminal operations.
Для руководства к действию направляем Вам экземпляр «Руководства по обработке судов на морском терминале, эксплуатируемом ООО «ПТП».

You need to study this document and familiarize your crew with the provisions applicable on our terminal.
Вам необходимо изучить этот документ и ознакомить свой экипаж с положениями, применимыми на нашем терминале.

Representatives of the Primorsk Oil Terminal are ready to assist you and provide the necessary information.
Представители терминала ООО «ПТП» готовы оказать Вам содействие и предоставить необходимую информацию.

Representatives of the Primorsk Oil Terminal have the right to stop operations in case of detection of non-compliance with the provisions of the "Regulations for handling ships at the marine terminal" or unsafe working conditions.
Представители терминала ООО «ПТП» имеют право остановить операции в случае обнаружении несоблюдения положений «Руководство по обработке судов на морском терминале, эксплуатируемом ООО «ПТП» или небезопасных условий работы.

CONFIRMATION:
ПОДТВЕРЖДЕНИЕ:

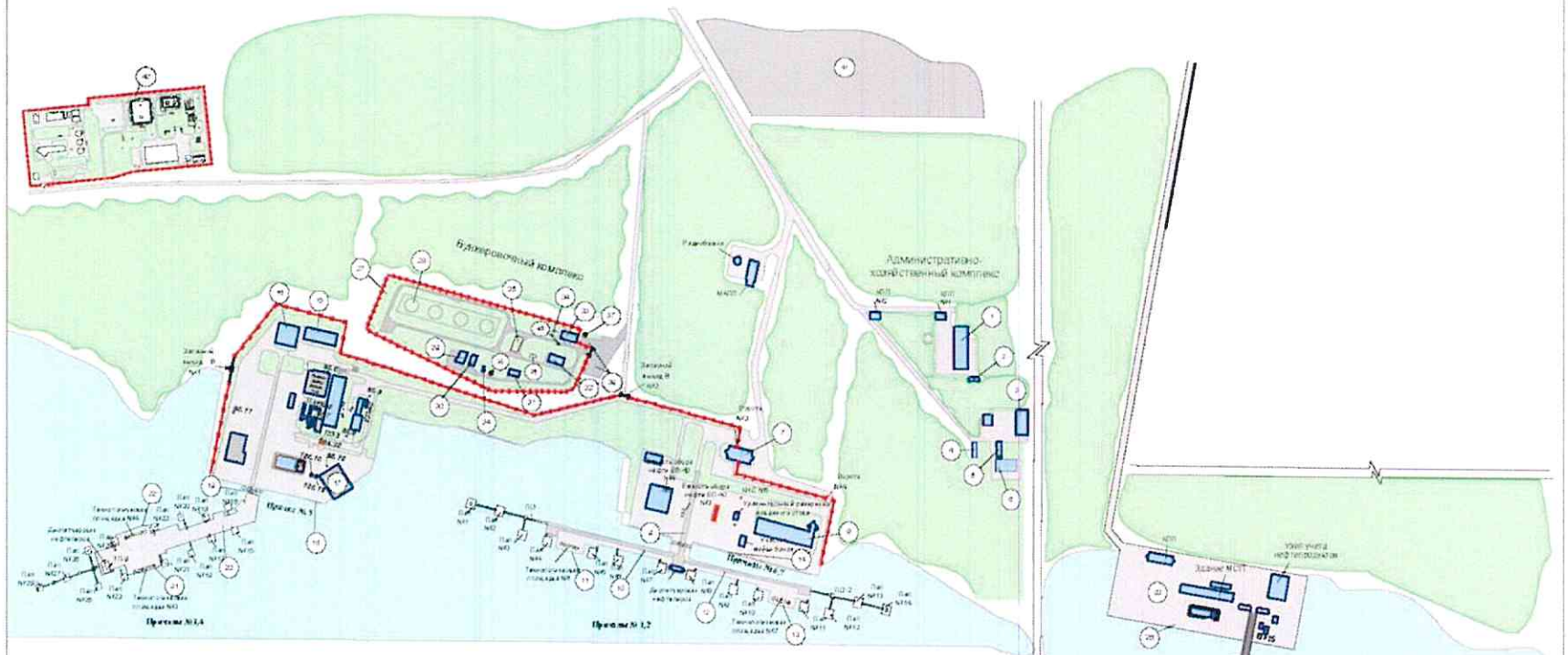
I, the undersigned Master of the Tanker _____
confirm receipt, understanding and consent to follow the provisions of the "Regulations for handling ships at the marine terminal».
Я, нижеподписавшийся капитан т/х_____, подтверждаю получение, понимание и согласие следовать положениям «Руководство по обработке судов на морском терминале, эксплуатируемом ООО «ПТП»

Stamp Печать

Signature: _____
Подпись

Name: _____
Ф.И.

СИТУАЦИОННАЯ КАРТА-СХЕМА РАЙОНА РАСПОЛОЖЕНИЯ ОБЩЕСТВА С ОГРАНИЧЕННОЙ ОТВЕТСТВЕННОСТЬЮ «ПРИМОРСКИЙ ТОРГОВЫЙ ПОРТ»



ЭКСПЛИКАЦИЯ ЗДАНИЙ И СООРУЖЕНИЙ

№ п/п	Наименование	№ п/п	Наименование	№ п/п	Наименование
1.	Административно - хозяйственное здание ООО «ПТП»	16.	Заглубленный склад ГО и ЧС	31.	Здание мастерских
2.	Склад АХО	17.	Бокситовый	32.	КПП и ЦСУ
3.	Гараж	18.	Причал портофлота №5	33.	СБКс ХАЛ
4.	Ангар	19.	Эстакада Э 4	34.	Емкость для сбора утечек нефтепродуктов и приямки
5.	Склад № 3	20.	Эстакада Э 5	35.	Площадка слива нефтепродуктов
6.	Здание РММ	21.	Нефтеналивной причал № 1	36.	БНС нефтесодержащих сточных вод
7.	КПП причальной зоны	22.	Нефтеналивной причал № 4	37.	БНС бытовых сточных вод
8.	Противопожарно – техническое здание	23.	Берегозащитная часть ООО «Транснефть Порт Приморск»	38.	Резервуар (склад) вертикальный V=50м3
9.	Эстакада Э 1	24.	Нефтеналивной причал № 8	39.	Открытая стоянка для автотранспорта
10.	Эстакада Э 2	25.	Нефтеналивной причал № 9	40.	Дизельная электростанция
11.	Нефтеналивной причал № 1	26.	Нефтеналивной причал № 10	41.	Территория нефтебазы ООО «Транснефть Порт Приморск»
12.	Эстакада Э 3	27.	Бункеровочные комплексы	42.	Очистные сооружения ООО «Транснефть Порт Приморск»
13.	Нефтеналивной причал № 2	28.	Резервуар РВС 5000 для мазута		
14.	Причалы портофлота и Базы портофлота причалы №6,7	29.	Узел задвижек		
15.	Служебно бытовой корпус (СБК)	30.	Канализационная станция		

0800.034 С7

ЗОНЫ БЕЗОПАСНОСТИ
ООО «ПТП»

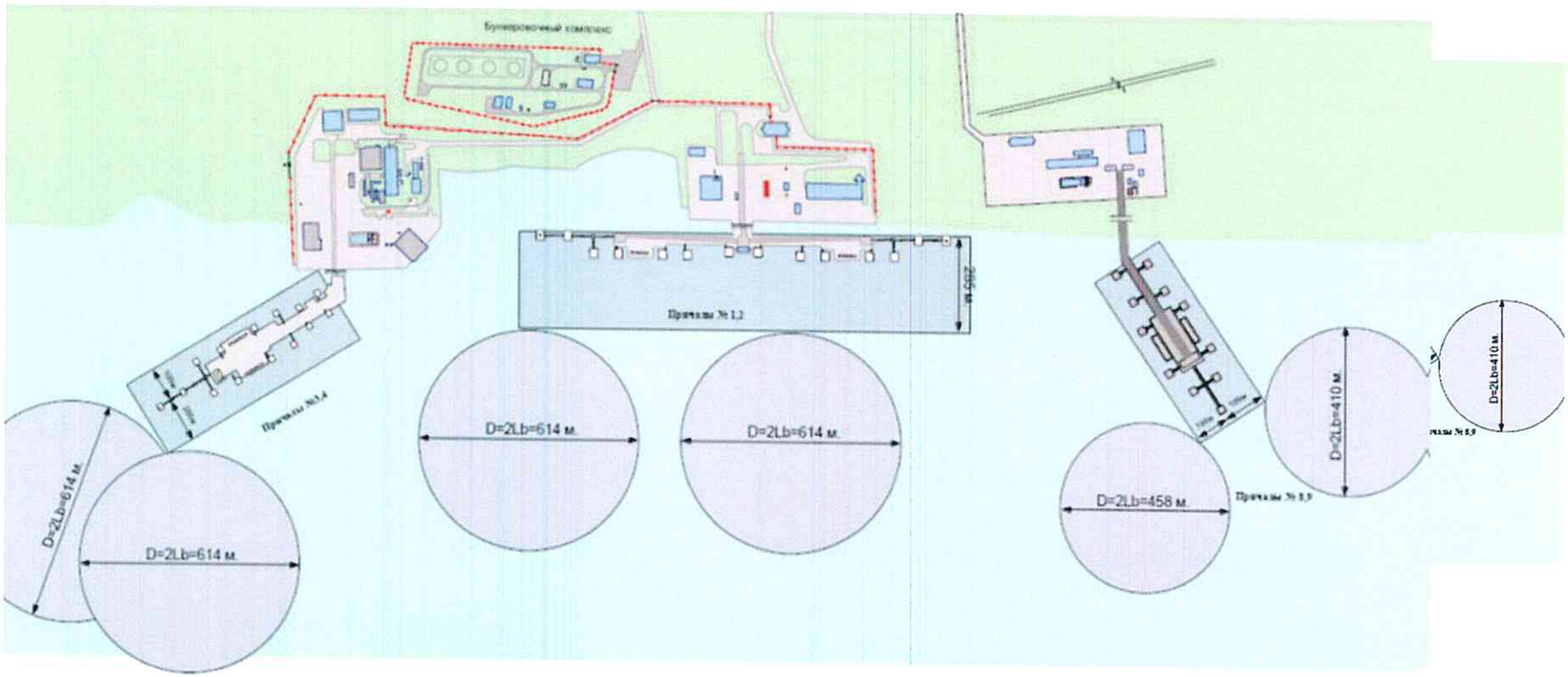
ПОРТ ПРИМОРСК

РАЗВОРОТНОЕ МЕСТО

ЗОНА БЕЗОПАСНОСТИ ООО «ПТП»

ПОРТ ПРИМОРСК

ТИ ООО «ПТП»



Appendix 4

ПИСЬМО КАПИТАНУ ТАНКЕРА, СТОЯЩЕГО У ПРИЧАЛА ТЕРМИНАЛА

A LETTER TO THE MASTER OF A TANKER
ПИСЬМО КАПИТАНУ ТАНКЕРА, СТОЯЩЕГО У ПРИЧАЛА ТЕРМИНАЛА

To the Master of the tanker _____

Капитану танкера

Company _____

Компания

Dear Sir,

Responsibility for the safe conduct of operation whilst ship is at this Terminal rests jointly with you as Master of the ship, and with the Loading Master as Terminal representative. We wish, therefore, before operations start, to seek your full co-operation and understanding on the safety requirements set out in the Ship/Shore Safety Check-List which are based on safe practices.

We expect you and all under your command to adhere strictly to these requirements throughout you stay alongside this Terminal and, for our part, will ensure that our personal do likewise and co-operate fully with you in the mutual interest of safe and efficient operations.

Before the start operations, and from time to time thereafter, for our mutual safety, the Terminal's Loading Master, where appropriate together with a responsible Officer, will make a routine inspection of your ship to ensure that the questions on the Ship/Shore Safety Check-List can be answered in the affirmative. Where corrective action is needed we will not agree to operations commencing or, should they have been started, we will require them to be stopped.

Similarly, if you consider safety is endangered by any action on the part of our staff or by any equipment under our control you should demand immediate cessation of operations.

THERE CAN BE NO COMPROMISE WITH SAFETY

Please acknowledge the receipt of this letter by countersigning and attached copy

Уважаемый господин капитан,

на Вас, как на Капитана данного судна, а также на Мастера по наливу Терминала возлагается ответственность за безопасное проведение операций в течении всего времени нахождения судна на Терминале. Поэтому, до того как начнутся работы, нам хотелось бы заручиться Вашей всесторонней поддержкой и пониманием всех требований, изложенных в «Листе контроля безопасности на судне и берегу», которые разработаны на основе безопасной практики.

Мы полагаем, что Вы и все Ваши подчиненные будут строго выполнять эти требования в период стоянки Вашего танкера на Терминале, а мы со своей стороны, гарантируем, что наш персонал будет действовать таким же образом, и что мы будем сотрудничать с Вами в общих интересах обеспечения безопасности и эффективности работ.

До начала работ и в период их проведения, в целях нашей общей безопасности, Мастер по наливу Терминала вместе с ответственным лицом комсостава, выполнят предусмотренную проверку Вашего судна для того, чтобы убедится в том, что на вопросы «Листа контроля безопасности на судне и берегу» действительно можно дать положительный ответ. В случае

необходимости корректировки уже согласованных действий, работы не должны начинаться до их согласования, а если они уже начались, то мы потребуем их остановки.

Аналогичным образом, если Вы сочтете, что безопасности угрожает какие-либо действия со стороны нашего персонала или какое-либо оборудование, находящееся под нашим контролем, Вам следует потребовать немедленного прекращения работ.

НЕ МОЖЕТ БЫТЬ КОМПРОМИСОВ, КОГДА РЕЧЬ ИДЕТ О БЕЗОПАСНОСТИ.

Пожалуйста, подтвердите получение этого письма, подписав и возвратив приложенную копию.

СУДНО / SHIP		**БЕРЕГ/ SHORE**	
Ф.И.О. **Name**		**Ф.И.О.** **Name**	
Должность **Rank**	**Капитан Master**	**Должность** **Rank**	**Мастер по наливу Loading Master**
Подпись **Signature**		**Подпись** **Signature**	
Дата Date		**Телефон** **Telephone**	
Время Time		**Канал УКВ** **VIII** **Channel**	

I. MOORING

Masters of vessels shall ensure that their vessels are adequately secured with efficient ropes or wires which are also to the satisfaction of the mooring officer and terminal representative. Masters have also to ensure that a strict watch is kept on the mooring, always tended as required to prevent undue movement of the vessel when ships are passing "off" berth or during strong wind.

I. ШВАРТОВКА

Капитан должен обеспечить надежную швартовку судна и подачу достаточного количества тросов или стальных канатов, в чем должны также убедиться помощник капитана, инспектор ИГПК, и представитель терминала. Кроме того, капитан должен организовать тщательное наблюдение за состоянием швартовных канатов, которые должны быть всегда хорошо обтянуты для исключения нежелательных перемещений судна в момент отвода других судов от причала или в случае сильного ветра.

II. GANGWAY

Masters should ensure that a safe access to their ship is provided. This is primarily the vessels responsibility and we therefore remind you that the gangway must be adequately secured to the vessel and a safety net rigged.

This gangway will be maintained in a safe access condition, well lightened during night, always bearing in mind the rise and fall of the tide and vessel free-board.

II. ТРАП

Капитаны должны обеспечить безопасный доступ к судну. Поскольку ответственность за обеспечение безопасного доступа к судну возлагается, прежде всего, на капитана, то мы напоминаем Вам, что поданный трап должен быть надежно закреплен и снабжен страховочной сеткой.

К трапу должен быть обеспечен беспрепятственный доступ, а сам трап должен быть хорошо освещен в темное время суток. Необходимо учитывать также влияние приливно-отливных течений и высоту надводного борта судна.

III.SHIP/SHORE COMMUNICATIONS. EMERGENCY SHUTDOWN

Ship will be provided with a WALKIE TALKIE available for DIRECT contact with Loading master.

This walkie talkie is to be strictly used with terminal for cargo handling communications and

EMERGENCY SHUTDOWN.

To ensure the safe understanding of communications it is essential to use standard sentences such as:

"Identification of your vessel and berth"

"Stand by" (notify requested time)

"Start loading"

"Full speed loading"

"Slow down" (notify requested rate)

"Stop loading"

For EMERGENCY SHUTDOWN during cargo transfer: "Identification of your vessel and berth ""EMERGENCYSTOP".

III. СРЕДСТВА СВЯЗИ СУДНА С БЕРЕГОМ. АВАРИЙНАЯ ОСТАНОВКА

Судну предоставляется ПЕРЕНОСНОЙ РАДИОПЕРЕДАТЧИК для ПРЯМОЙ связи судна с мастером по наливу. Этот радиопередатчик необходимо применять для специальной связи с терминалом в процессе проведения грузовых операций и для АВАРИЙНОЙ ОСТАНОВКИ этих операций.

В целях обеспечения безопасности и взаимопонимания необходимо пользоваться такими стандартными командными словами, как, например: Назовите свои судно и причал. Приготовиться (сообщить требуемое время). Начать погрузку. Грузить полным ходом.

Уменьшить погрузку (сообщить требуемую интенсивность). Стоп погрузка.

Для АВАРИЙНОЙ ОСТАНОВКИ операций по перекачке:

Назовите свои судно и причал. Срочная остановка.

IV. ARMS CONNECTION, LOADING OPERATIONS

Loading starts by the command of the ship. During loading it is strictly forbidden:

to close the ships valves set on the tanker pipelines as well as to change loading rate with their help;

to reduce the loading rate in the process of changing the groups of tanks (holds) without prior agreement with the Loading Master 30 (thirty) minutes, 10 (ten) minutes notices about completion of loading must be given from the ship to the Loading master. It takes 4 minutes for the Terminal to stop loading completely after command from the ship.

The maximum pressure in the loading pipeline during loading is 12 kg/cm^2. The quantity of cargo loaded on your vessel is calculated by shore flow meters.

IV. ПОДСОЕДИНЕНИЕ СТЕНДЕРОВ, ПОГРУЗКА

К погрузке приступают после подачи с судна команды о начале погрузки. Во время погрузки строго запрещается:

Закрывать клапаны на судовых трубопроводах, а также изменять интенсивность погрузки с их помощью;

Снижать интенсивность погрузки в процессе перехода с одной группы танков (трюмов) на другую без согласования с Мастером по наливу.

Судно обязано подать мастеру по наливу нотис о готовности судна к завершению погрузки за 30 (тридцать) и 10 (десять) минут до предполагаемого момента ее завершения. После подачи

команды с судна терминалу обычно требуется 4 минуты, чтобы подготовиться к полной остановке погрузки.

Максимальное давление в грузовой магистрали во время погрузки составляет 12 кг/см^2. Количество груза, поданного на Ваше судно, подсчитывается береговыми расходомерами.

V. DISCONNECTING PROCEDURE

Before disconnecting, shore arms must be emptied into a tank on board your ship by gravity (tank to be in low pressure condition and air plug opened at upper shore arms).

V. ПОРЯДОК ОТСОЕДИНЕНИЯ

Береговые стендеры должны быть осушены до их отдачи путем спуска остатков груза самотеком в один из танков на судне (в танке необходимо установить низкое давление, а пробку для выпуска воздуха в районе верхней части фланцев береговых стендеров необходимо открыть).

VI.SMOKING REGULATIONS

Smoking is strictly prohibited on the tanker berth enclosed area and on board tankers alongside, except in those enclosed spaces aboard ships specifically designated by the master and approved by the terminal representative as "smoking area".

Failure to comply with this regulation can involve cessation of operations pending complete investigation and receipt of written assurance from the master that effective controls have been established.

VI. ПРАВИЛА КУРЕНИЯ

Курение строго запрещено в закрытых зонах причала, у которого ошвартован танкер, а также на борту самого танкера, за исключением тех его закрытых помещений, которые были установлены капитаном и согласованы с представителем терминала как "места для курения".

Несоблюдение данного правила может привести к остановке операций вплоть до проведения тщательного расследования данного инцидента и получения от капитана письменной расписки в обеспечении контроля соблюдения данного правила.

GENERAL SAFETY INSTRUCTIONS FOR VESSELS CALLING AT BERTHS IN PORT OF PRIMORSK

ОБЩИЕ ТРЕБОВАНИЯ БЕЗОПАСНОСТИ ПРИ ОШВАРТОВКЕ СУДОВ К ПРИЧАЛАМ ПОРТА ПРИМОРСК

1. Incident aboard a vessel

When an incident occurs, call the Loading master by VHF transceiver on channel 71 and by the portable radio (provided by terminal) on channel 28 night and day. In any case: The vessel should:

I. Use all possible means to limit the consequences of the incident;

II. Stop all operations;

III. Close all valves and plug-holes upon hoses disconnection (after loading termination);

IV. Be ready to leave the berth. Vessels in the vicinity should:

V. Keep on the alert;

VI. Stop all operations and be ready to disconnect;

VII. Be ready to leave berth if necessary. 1. Авария на борту судна

В случае аварии с помощью приемопередающей станции, работающей в диапазоне УКВ, следует связаться с мастером по наливу по каналу 71, для круглосуточной связи следует использовать переносной радиопередатчик (предоставляемый терминалом), канал 28.

В любом случае на судне следует принять следующие меры:

I. использовать все возможные средства для сведения к минимуму последствий аварии;

II. остановить все операции;

III. закрыть все клапаны и спускные отверстия после отшланговки (по окончании погрузки);

IV. подготовиться к отходу от причала. Судам, находящимся поблизости, следует:

V. находиться в состоянии постоянной готовности к принятию срочных мер;

VI. остановить все операции и подготовиться к отсоединению;

VII. подготовиться к отходу от причала в случае необходимости.

2. Inerting of vessels

Any vessel with an inert gas plant, and carrying cargo whose flash point is under 60° C, should have its tanks effectively inerted.

According to the Solas Convention, Crude oil tankers exceeding 20,000 dwt must be fitted with an inert gas plant.

A vessel is considered to be inerted when the atmosphere in its tanks is pressurized and contains max. 8 % oxygen. The pressure oxygen content recorder shall be in operation uninterruptedly when the plant is working.

2. Применение инертного газа

Танки на любом судне, оборудованном системой инертных газов и перевозящем груз с температурой вспышки менее 60°С, должны быть заполнены инертным газом.

Согласно Конвенции СОЛАС танкеры для перевозки сырой нефти дедвейтом более 20.000 тонн должны быть оборудованы системой инертных газов.

Танки на судне считаются инертированными, если в них поддерживается необходимое давление газов, а содержание кислорода не превышает 8%. Регистрирующий газоанализатор кислорода и самописец давления должен быть в действии на всем протяжении работы системы инертных газов.

3. Cargo inspection

Tank inspection if allowed, provided only one plug-hole at a time is opened, and provided it remains open the shortest possible time.

Master's prior approval is required for these operations.

3. Контроль за уровнем груза в танках

Проверки в танках, если таковые будут разрешены, производятся только при одном открытом спускном отверстии, которое должно быть закрыто как можно скорее после окончания замеров. Проверки в танках производятся только с разрешения капитана.

4. Crude oil washing

Crude oil washing is prohibited in the port of Primorsk and must be finished before entering the port.

4. Мойка танков сырой нефтью

В порту Приморск запрещается производить мойку танков сырой нефтью. Такие работы должны быть завершены до прихода танкера в данный порт.

5. Thunderstorm

When thunderstorm is expected all operations shall be stopped, and gas valves and plug-holes

closed.

5. Грозовые разряды

При приближении грозы необходимо прекратить все операции, а также закрыть клапаны для пуска газа и спускные отверстия.

6. Gas venting (during loading)

Hydrocarbon gas disposal in the open air is not allowed when wind force is less than 4 knots and when the safety distance (25 meters) is not complied with.

6. Выпуск газов во время погрузки

Выпуск паров углеводородов в наружный воздух не допускается при скорости ветра менее 4-х узлов или если не будет обеспечено выполнение требования, касающегося безопасного расстояния (25м).

7. Gas freeing - Tank cleaning - Repairs

Routine venting of oil tanks is prohibited in the port of Primorsk and annexes.

Cleaning of tanks is prohibited in the port of Primorsk and annexes.

Vessels carrying hazardous bulk goods must be ready to leave berth at any time.

Any maintenance work on the deck, in the pump room, on the hull, and any major dismantling in the engine room are prohibited.

However, some repairs can be allowed with the Loading master's and Dispatcher's consent. A gas-free certificate may be asked for the relevant premises and adjacent premises, and the Loading master will then deliver a hot or cold work permit.

7. Дегазация и очистка танков. Ремонтные работы

В порту Приморск и его акватории запрещается систематическая дегазация топливных цистерн.

В порту Приморск и его акватории запрещается также очистка танков.

Суда с опасными наливными грузами на борту должны находиться в состоянии постоянной готовности к срочному отходу от причала.

Запрещается производить ремонтные работы на палубе, в насосном отделении и на корпусных конструкциях, а также капитальную разборку механизмов в машинном отделении.

Однако мастер по наливу и диспетчер могут разрешить некоторые ремонтные работы. В таком случае может потребоваться выдача сертификата о дегазации тех помещений и прилегающих к ним участков, которые будут иметь отношение к таким работам, после чего мастер по наливу обычно выдает разрешение на производство огневых или холодных работ.

8. Means of evacuation

During transfers, the lifeboats of vessels should be pushed off, or at least ready for immediate use with as few hands as possible.

8. Средства эвакуации

Во время перекачки спасательные шлюпки судна должны быть отвалены или, по крайней мере, подготовлены к немедленному использованию как можно меньшим количеством

9. Deballasting - Garbage disposal

Water deballasting from cargo tanks, garbage and waste disposal is strictly prohibited in the port of Primorsk. Plastic bags and any information about bag collecting are available from your agent.

9. Слив балласта и сброс мусора за борт

В порту Приморск запрещены слив водяного балласта из грузовых танков, а также сброс мусора и отходов за борт. Ваш агент обеспечит Вас пластиковыми пакетами и расскажет все о расфасофке мусора.

10. Pollution

Vessels shall take action to avoid any risk of pollution in the port of Primorsk (cemented scuppers, caution when opening sea valves, and so forth).

Segregation between oil and sea in pump room system shall always be ensured by two series-mounted tight valves during loading. When this requirement cannot be met, the Loading master's agreement shall be requested before carrying on operations.

Any pollution of the sea must be immediately reported to Loading master. Call him on VHF 28

channel.

10. Предотвращение загрязнения окружающей среды

На судах должны быть приняты меры по предотвращению загрязнения окружающей среды в районе порта Приморск (зацементировать шпигаты, плавно открывать кингстоны и т.д.).

Разделение во время погрузки нефти и морской воды в водоотливной, осушительной и балластной системе (грузовой системе) насосного отделения должно быть обеспечено с помощью двух последовательно смонтированных плотно обжатых клапанов. Если данное требование будет невыполнимо, то необходимо обратиться к мастеру по наливу по поводу выдачи разрешения на выполнение операций.

О любом загрязнении моря следует немедленно доложить мастеру по наливу. Для его вызова по радио использовать связь УКВ, канал 28.

11. Smoking prohibition.

Masters may fix one, or two closed smoking areas. Everywhere else, smoking prohibition shall be strictly observed.

11.Курение

Курение может быть разрешено только в одном или двух закрытых местах, установленных капитаном. Во всех других местах курить строго запрещается.

12.Gangways–Access to vessel.

12.Трапыидоступ на судно.

На время (аварийного) вызова должен быть установлен аварийный трап, за которым должно быть установлено тщательное наблюдение.

13. Boiler sweeping.

Boiler sweeping is prohibited. Sparking from the funnel must be watched.

13. Осмотр котла.

Осмотр котла запрещен. Должно быть установлено наблюдение за появлением искр из дымовой трубы.

14. Crew on board.

All vessels should at any time have adequate crew aboard for disconnecting and leaving berth in case of emergency.

14.Экипаж на борту.

В любой момент стоянки судна численность экипажа на его борту должна быть достаточной для отсоединения и обеспечения отхода судна от причала в случае аварии.

15.

Bunkering

All particulars of bunker operation are to be reported to the Loading Master. No unberthing operation of bunker ship is allowed until cargo operations are completed.

15. Бункеровка

Мастеру по наливу должна быть предоставлена подробная информация о бункеровочных операциях. Отшвартовка бункеровщика до окончания грузовых операций не допускается.

FIRENOTICE
ПОЖАРНЫЙНОТИС

INSTRUCTIONS IN CASE OF FIRE DO NOT HESITATE TO RAISE THE ALARM!

ИНСТРУКЦИИ ПО ДЕЙСТВИЯМ В СЛУЧАЕ ПОЖАРА: БЕЗ КОЛЕБАНИЙ ПОДНИМИТЕ ТРЕВОГУ!

TERMINAL'SFIREALARM
ПОЖАРНАЯТРЕВОГАНАТЕРМИНАЛЕ

At this terminal the fire alarm signal
Is one long sound blast
На Терминале установлен следующий
сигнал пожарной тревоги:
один продолжительный сигнал сиреной

BERTH_____

ПРИЧАЛ_____

IN CASE OF FIRE ON BOARD
ВСЛУЧАЕПОЖАРАНАСУДНЕ

Sound blasts by the ship's whistle not less than 5 continuance each blast of not less than ten seconds.
Подать судовым тифоном не менее чем 5 гудков продолжительностью не менее 10 сек. каждый.

Contact the Terminal.
Telephone number_____
UHF/VHF communication channel_____

Связь с Терминалом
Номер телефона:_____
Канал связи по УКВ/ОВЧ-приемопередатчику канал:

SHIP`SACTIONS

Fire on your ship:

— Raise alarm;
— Fight fire and prevent fire spreading;

— Inform terminal;
— Cease all cargo operation and then
Close all valves;
— Standby to disconnect arms;
— Bring engines to standby.

ДЕЙСТВИЯ СУДНА

В случае пожара на вашем судне

— Объявить тревогу;
— Тушить пожар и предотвращать распространение;
— Информировать терминал;
— Прекратить все грузовые операции, затем перекрыть все грузовые клапаны;
— Подготовиться к отсоединению стендеров;
— Привести двигатели в состояние готовности

Fire on other ship or ashore

— Standby, and when instructed:
— Cease all cargo operation and
Then close all valves;

В случае пожара на другом судне или берегу:

— Подготовиться к следующим действиям:
— Прекратить все грузовые операции и затем перекрыть все клапаны;

— Disconnect arms;
— Bring engine to stand by and. Crew ready to unberth

— Отсоединить стендеры;
— Привести двигатели и экипаж в состояние постоянной готовности, быть готовым к отходу судна.

ACTIONSOFTERMINAL

Fire on ship:
— Raise alarm;
— Contact ship;
— Cease all cargo operations and then Close all valves;
— Standby disconnect arms;
— Inform all ships;
— Implement Terminal emergency plan.

ДЕЙСТВИЯ ТЕРМИНАЛА

В случае пожара на судне:
— Объявить тревогу;
— Связаться с судном;
— Прекратить все грузовые операции и затем перекрыть все клапаны;
— Подготовиться к отсоединению стендеров;
— Информировать все суда;
— Действовать согласно предписаниям аварийного плана Терминала.

IN THE CASE OF FIRE THE TERMINAL PERSONNEL WILL DIRECT THE MOVEMENT OF VEHICULAR TRAFFIC ASHORE.

В СЛУЧАЕ ПОЖАРА ПЕРСОНАЛ ТЕРМИНАЛА БЕРЕТ НА СЕБЯ УПРАВЛЕНИЕ ДВИЖЕНИЕМ ТРАНСПОРТНЫХ СРЕДСТВ НА БЕРЕГУ.

Received
Получено

СУДНО / SHIP		**БЕРЕГ/ SHORE**	
Ф.И.О. **Name**		**Ф.И.О.** **Name**	
Должность **Rank**	**Капитан** **Master**	**Должность** **Rank**	**Мастер по наливу** **Loading Master**
Подпись **Signature**		**Подпись** **Signature**	
Дата **Date**		**Время** **Time**	

SHIP/ SHORESAFETYCHECKLIST

ЛИСТ КОНТРОЛЯ БЕЗОПАСНОСТИ НА СУДНЕ И БЕРЕГУ

Ship's name _____ Primorsk Trade Port LLC

Название судна ООО «ПТП»

Berth_____

Причал

Date of Arrival _____

Дата прибытия

Time of Arrival _____

Время прибытия

INSTRUCTIONS FOR COMPLETION

ИНСТРУКЦИЯ ПО ЗАПОЛНЕНИЮ

The safety of operations requires that all questions should be answered affirmatively by clearly ticking (V) the appropriate box. If an affirmative answer is not possible, the reason should be given and agreement reached upon appropriate precautions to taken between the Ship and the Terminal. Where any question is considered to be not applicable then a note to that effect should be inserted in the remarks column.

A box in the columns "Ship" and "Terminal" indicates that checks shall be carried out by the party concerned.

The presence of the letters **A, P** or **R** in the column "Code" indicates the following: **A** - any procedures and agreements should be in writing in the remarks column of this Check List or other mutually acceptable form. In either case, the signature of both parties should be required. **P** - in the case of negative answer the operation should be not carried out without the permission of Port Authority

R - indicates items to be re-checked at intervals not exceeding that agreed in the declaration.

В целях обеспечения безопасности работ необходимо, чтобы на все вопросы был дан утвердительный ответ, помеченный "галочкой" (V) в соответствующем боксе.

В противном случае, после обоснования причины отрицательного ответа, Судну и Терминалу следует достичь соглашения о принятии соответствующих мер предосторожности. Когда какие-либо вопросы не рассматриваются в виду их неприменимости, то в колонку замечаний следует внести соответствующее пояснение.

Если в колонках "Судно" и "Терминал" помещен бокс "?", это означает, что на вопрос должен дать ответ представитель Судна и Терминала соответственно.

Буквы **A, P** и **R**в колонке "Код" означают: **A** - затрагиваемые в вопросах и достигнутые соглашения должны быть изложены в письменном виде и подписаны обеими сторонами; в случае отрицательного ответа на вопрос, операция не должна проводиться без разрешения администрации порта.

P - в случае отрицательного ответа на вопрос, к выполнению данной операции не следует приступать, если не было выдано соответствующее разрешение администрацией порта. **R**- обозначены пункты, которые следует регулярно проверять через согласованные интервалы времени, оговоренные в данной декларации.

Часть А - Жидкие грузы - ОСНОВНОЕ Физическая проверка Part A - Bulk Liquid Cargoes - GENERAL Physical checks				
Наливные грузы - Основные положения Bulk Liquid Cargoes - General	**Судно Vessel**	**Порт Port**	**Код Code**	**Замечания Remarks**
1. Имеется ли безопасный проход между судном и берегом? / Is there safe access between ship and shore?	□		**R**	
2. Безопасно ли ошвартовано судно? Противокрысиные щиты установлены? / Is the ship securely moored? Are the rat guards putted on?	□	□	**R**	
3. Функционирует ли согласованная система связи судно с берегом. / Is the agreed ship/shore communication system operative?	□	□	**A R**	**VHF ch №71 Portable radio ch 28**
4. Пожарные концы имеются и надежно закреплены. Emergency towing wires are correctly positioned. Подготовлены ли на баке и корме стальные концы для отвода судна в аварийной обстановке? Are forward and after towing ropes readied for the vessel's release in case of emergency?	□	□	**R**	
5. Судовые пожарные шланги и средства пожаротушения на местах и готовы к немедленному использованию. / The ships fire hoses and fire-fighting equipment is positioned and ready for immediate use.	□		**R**	
6. Береговые средства пожаротушения на местах и готовы к немедленному использованию. / The terminal's fire-fighting equipment is positioned and ready for immediate use.	□	□		
7. Судовые грузовые и топливные шланги, трубопроводы и манифольды находятся в хорошем состоянии, надежно оснащены и готовы к планируемой операции./ The ship's cargo and bunker hoses, pipelines and manifolds are in good condition, properly rigged and appropriate for the service intended.	□			
8. Береговые грузовые и топливные шланги, трубопроводы и стендера в хорошем состоянии, надежно оснащены и готовы к планируемой работе. / The terminals cargo and bunker hoses/arms are in good condition, properly rigged and appropriate for the service intended.		□		
9. Система перекачки груза надежно изолирована и осушена, чтобы обеспечить безопасное снятие заглушек со стендеров перед началом шланговки. The cargo transfer system is sufficiently isolated and drained to allow safe removal of blank flanges prior to connection.	□	□		
10. Шпигаты на борту надежно закрыты, поддоны на месте и сухие. / Scuppers and 'save all' on board are effectively plugged and drip trays are in position and empty.	□		**R**	

11. Береговые сливные емкости и сливные		□	**R**	
Колодцы постоянно контролируются. / Shore spill containment and pumps are correctly managed.				
12. Неиспользуемые соединения судовых грузовых и топливных трубопроводов надежно закрыты и прикреплены всеми болтами. / The ships unused cargo and bunker connections are properly secured with blank flanges fully bolted.	□			
13 Неиспользуемые соединения грузовых и топливных трубопроводов на терминале надежно заглушены и прикреплены всеми болтами. / The terminals unused cargo and bunker connections are properly secured with blank flanges fully bolted.		□		
14. Крышки всех грузовых, балластных и топливных танков закрыты. / All cargo, ballast and bunker tank lids are closed.	□			As per chief officer information
15. Приемный и сливной клапаны забортной воды, если таковые не используются, закрыты и, судя по внешнему виду, обжаты. / Sea and overboard discharge valves, when not in use, closed and visibly secured.	□			
16. Все внешние двери, отверстия и иллюминаторы в надстройке, кладовых и машинного отделения закрыты. Вентиляционные отверстия машинного отделения могут быть открыты. / All external doors, ports and windows in the accommodation, stores and machinery spaces are closed. Engine room vents may be open.	□		**R**	
17. Судовой план борьбы с пожаром должен быть помещен вне надстройки. / The ship's emergency fire control plans are located externally.	□			
18. Экземпляр Руководства по обработке судов на морском терминале, эксплуатируемом ООО «ПТП» имеется на борту. Copy of the Terminal regulations is available on board.	□			

Если судно оборудовано или должно быть оборудовано системой инертных газов (СИГ), то следует

Провести физические проверки по следующим пунктам: If the ship is fitted, or required to be fitted, with an Inert Gas System (IGS) the following points should be

physically checked:

Система инертных газов Inert Gas System	**Судно Vessel**	**Порт Port**	**Код Code**	**Замечания Remarks**
19. Стационарные судовые самописцы систем контроля давления инертного газа и содержания O_2 в грузовых танках находятся в рабочем состоянии. / Fixed IGS pressure and oxygen content recorders are working.	□		**R**	
20. В атмосфере всех грузовых танков поддерживается положительное давление, а содержание кислорода в ней составляет 8% или менее. /	□		**P R**	

All cargo tank atmospheres are at positive pressure with oxygen content of 8% or less by volume.				
ЧАСТЬ В - Наливные грузы. Общие положения - Словесное подтверждение PART 'B' – BULK LIQUID GENERAL – VERBAL VERIFICATION				
Наливные грузы - Общие положения Bulk Liquid Cargoes -General	**Судно Vessel**	**Порт Port**	**Код Code**	**Замечания Remarks**
21. Судно готово двигаться своим ходом. / The ship is ready to move under its own power.	□		**PR**	
22. На судне организована палубная вахта и осуществляется адекватный контроль за проведением операций на судне и на терминале. / There is an effective deck watch in attendance on board and adequate supervision of operations on the ship and in the terminal.	□	□	**R**	
23. Обеспечено ли на борту и берегу присутствие персонала в количестве, достаточном для выполнения действий в аварийной ситуации. / There are sufficient personnel on board and ashore to deal with an emergency.	□	□	**R**	
24. Процедуры по погрузке/выгрузке груза, топлива и балласта согласованы. / The procedures for cargo, bunker and ballast handling have been agreed	□	□	**A R**	
25. Сигнал тревоги и остановки всех операций на судне и берегу известен и понят. / The emergency signal and shutdown procedure to be used by the ship and shore have been explained and understood	□	□	**A**	See shore safety notice
26. Предоставлен MSDS по запросу. / Material safety data sheets (MSDS) for the cargo transfer have been exchanged where requested.	□	□		
27. Указаны и осознаны ли опасности, связанные с наличием токсичных веществ в данном грузе? / The hazards associated with toxic substances in the cargo being handled have been identified and understood.	□	□		**Содержание H2S H2S Content Benzene Content Содержание бензола**
28.Наличие Международного пожарного соединения обеспечено. / An International Shore Fire Connection has been provided.	□	□		
29. Согласованная система вентиляции танков будет обязательно использоваться. / The agreed tank venting system will be used.	□	□	**A R**	**Метод Method**
30. Согласованы ли требования для погрузки закрытым способом. / The requirements for closed operations have been agreed.	□	□	**R**	
31. Функционирование системы вакуумных предохранительных клапанов проверено. / The operation of the P/V system has been verified.	□			
32. Если линия возврата паров соединена, то согласован ли режим ее эксплуатации. / Where a vapour return line is connected, operating parameters have been agreed.	□	□		

33. Сигналы превышения уровня груза работают и проверены. / Independent high level alarms, if fitted, are operational and have been tested.	□		**A R**	
34. Находятся ли на штатном месте соответствующие средства для заземления судна с берегом. / Adequate electrical insulating means are in place in the ship/shore connection.		□		
35. Береговые линии оборудованы невозвратными клапанами, а если не оборудованы, то меры по предотвращению оттока груза обсуждены. / Shore lines are fitted with an on-return valve or procedures to avoid 'backfilling' have been discussed.		N/A		
36. Помещения для курения обозначены, и правила курения соблюдаются. / Smoking rooms have been identified and smoking requirements are being observed.	□	□	**A R**	**Места, отведенные для курения Nominated smoking rooms**
37. Правила использования источников открытого огня соблюдаются. / Naked light regulations are being observed	□	□	**AR**	
38. Соблюдаются ли установленные правила использования телефонной связи судно/берег, мобильных телефонов и пейджеров. / Ship/shore telephones, mobile phones and pager requirements are being observed.	□	□	**AR**	
39. Используются ручные фонари одобренного типа. / Hand torches (flashlights) are of an approved type.	□	□		
40. Стационарные УКВ р/с и АИС переведены в режим пониженной мощности или выключены. / Fixed VHF/UHF transceivers and AIS equipment are on the correct power mode or switched off.	□			
41. Используются портативные УКВ/СВЧ передатчики одобренного типа. / Portable VHF/UHF transceivers are of an approved type.	□	□		
42. Заземлены ли антенны основного радиопередатчика судна и отключены ли радиолокаторы. / The ship's main radio transmitter aerials are earthed and radars are switched off.	□			
43. Электрические кабели, подсоединенные к портативному электрическому оборудованию в пределах опасной зоны, отсоединены от источника питания. / Electric cables to portable electrical equipment within the hazardous area are disconnected from power.	□	□		
44. Воздушные кондиционеры оконного типа отсоединены. / Window type air conditioning units are disconnected.	□			
45. Положительное давление внутри помещений	□			

постоянно поддерживается. / Positive pressure is being maintained inside the accommodation.				
46. Приняты меры по обеспечению достаточной механической вентиляции в насосном отделении. / Measureshavebeentakentoensuresufficientmechanicalventilationinthepumproom.	□		**R**	
47. Предусмотрены средства для эвакуации людей в случае аварии. / There is provision for an emergency escape.	□	□		
48. Согласованы максимально допустимые скорость ветра и волнение в процессе выполнения операций. / The maximum wind and swell criteria for operations has been agreed.	□	□	**A**	**Остановить операции при: / Stop cargo at: 42 Knots (22 m/s)**
49. Протокол по безопасности согласован между судовым офицером по безопасности и ответственным за безопасность портовых сооружений, если потребуется. / Security protocol shave been agreed between the Ship Security Officer and the Port Facility Security Officer, if appropriate.	□	□	**AP**	

Если судно оборудовано или должно быть оборудовано системой инертных газов (СИГ), то следует

Провести проверки по следующим пунктам: If the ship is fitted, or required to be fitted, with an Inert Gas System (IGS) the following statements should be addressed.

Система инертных газов Inert Gas System	**Судно Vessel**	**Порт Port**	**Код Code**	**Замечания Remarks**
50. СИГ исправно функционирует. / The IGS is fully operational and in good working order.	□		**P**	
51. Палубные затворы, или эквивалентные им средства, исправны. / Deck seals, or equivalent, are in good working order.	□		**R**	
52. Жидкость в вакуумных прерывателях находится на должном уровне. / Liquid levels in pressure/vacuum breakers are correct.	□		**R**	
53. Стационарные и портативные анализаторы кислорода откалиброваны и работают надлежащим образом. / The fixed and portable oxygen analyzers have been calibrated and are working properly.	□		**R**	
54. Все клапаны СИГ для отдельных танков (если установлены) правильно настроены и закрыты. / All the individual tank IG valves (if fitted) are correctly set and locked.	□		**R**	

55. Весь персонал, ответственный за проведение грузовых операций, проинформирован о том, что в случае выхода из строя системы хранения и подачи инертных газов, выгрузка должна быть остановлена, а терминал проинформирован соответственно. / All personnel in charge of cargo operations are aware that in case of failure of the Inert Gas Plant, discharge operations should cease, and the terminal be advised.	□			

Declaration.

Заявление.

We have checked, where appropriate jointly, the items on this Check-List, and satisfied ourselves that the entries we have made are correct to the best of our knowledge, and arrangements have been made to carry out repetitive checks as necessary. We also agreed that those items which in the letter 'R' in the column 'Code' should be re-checked at intervals not exceeding 4 hours.

Заявление.

Настоящим подтверждается, что мы ответили на все вопросы, включенные в данный лист контроля, а там где это требовалось, подготовили совместные ответы. При этом мы убедились в том, что сделанные нами отметки соответствуют действительному положению дел и в том, что во всех необходимых случаях была произведена подготовка к проведению повторных проверок. Мы также пришли к соглашению относительно того, что на вопросы, отмеченные буквой «R» в колонке «Код», следует регулярно отвечать не реже чем через 4 часа.

СУДНО / SHIP		**БЕРЕГ/ SHORE**	
Ф.И.О. **Name**		**Ф.И.О.** **Name**	
Должность Rank	**Капитан Master**	**Должность Rank**	**Мастер по наливу Loading Master**
Подпись Signature		**Подпись Signature**	
Дата Date		**Время Time**	

ACKNOWLEDGEMENT OF REPETITIVE SHIP/SHORE SAFETY CHECKS

ПОДТВЕРЖДЕНИЕ ПРОВЕДЕНИЯ СИСТЕМАТИЧЕСКИХ ПРОВЕРОК ПО БЕЗОПАСНОСТИ НА СУДНЕ/БЕРЕГУ

No № п/п	**Time Время**	**Date Дата**	**Remarks Замечания**	**Rank Должность**	**Signature Подпись**

Repetitive checks of those items coded R on ISGOTT Ship/Shore Safety Checklist must be carried out at intervals not exceeding that agreed in the signed declaration. The interval may be shortened at the request of shore or if circumstances such as adverse weather require more frequent checks.

Согласно Руководству ISGOTT выполнение каждого из пунктов Листов контроля безопасности на судне/берегу с пометкой R должно проверяться с периодичностью, оговоренной в совместно подписанном заявлении. В зависимости от обстоятельств (например, ухудшение условий погоды) или по просьбе представителей берега такие проверки могут проводиться чаще.

If Terminal representatives do not carry out repetitive checks at agreed intervals, either independently or in conjunction with OOW this fact should be reported to the shore control and a suitable Port Log Book entry made.

В случае невыполнения представителем терминала договоренности, касающейся периодичности таких проверок, независимо от того, проводились ли данные проверки с участием или без участия вахтенной службы, контрольному органу на берегу должно быть представлено соответствующее донесение, а сам факт невыполнения этой договоренности должен быть зарегистрирован в вахтенном журнале порта.

In any case the time of carrying out repetitive checks by ship or shore personnel at intervals as agreed when completing the Ship/Shore Safety Checklist must be recorded in the Port Log Book and any deficiencies or discrepancies noted.

В любом случае в вахтенном журнале порта должно быть указано время проведения периодических проверок персоналом судна или берега с отметкой о соответствии или любом несоответствии договоренности о периодичности таких проверок, достигнутой в процессе заполнения Листа контроля безопасности на судне/берегу.

Схемы швартовок

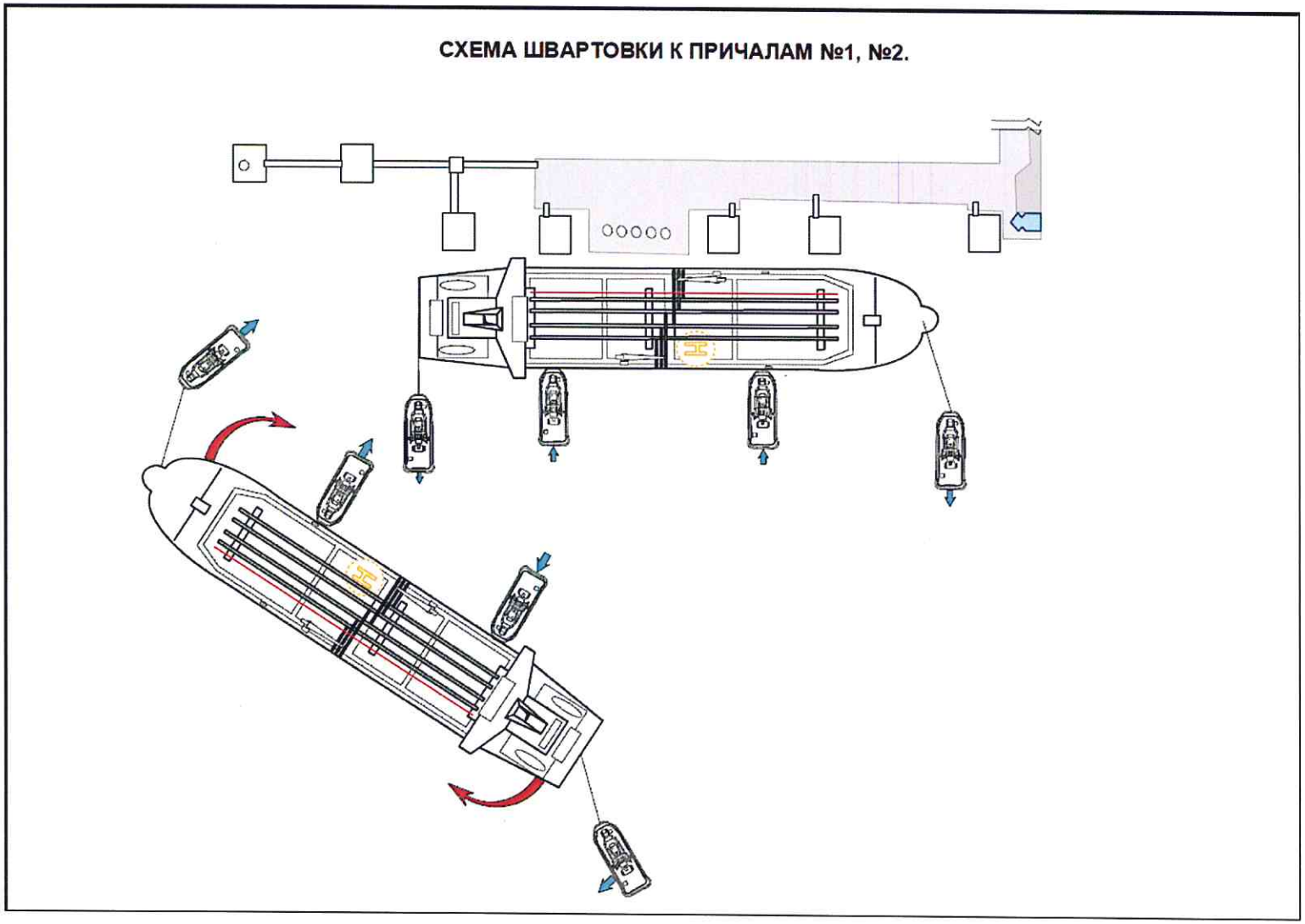


СХЕМА ШВАРТОВКИ К ПРИЧАЛУ №3.

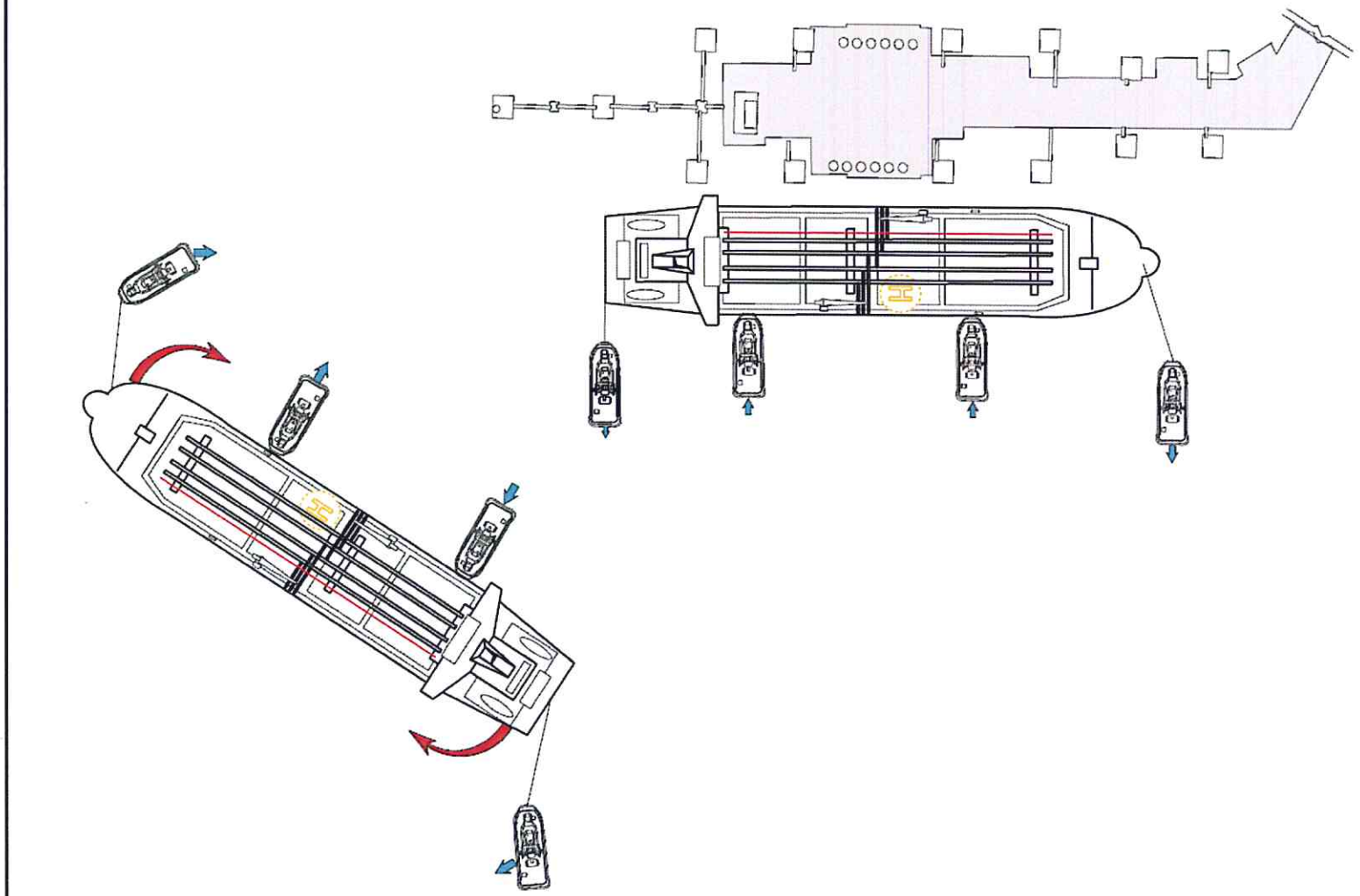


СХЕМА ШВАРТОВКИ К ПРИЧАЛУ №4.

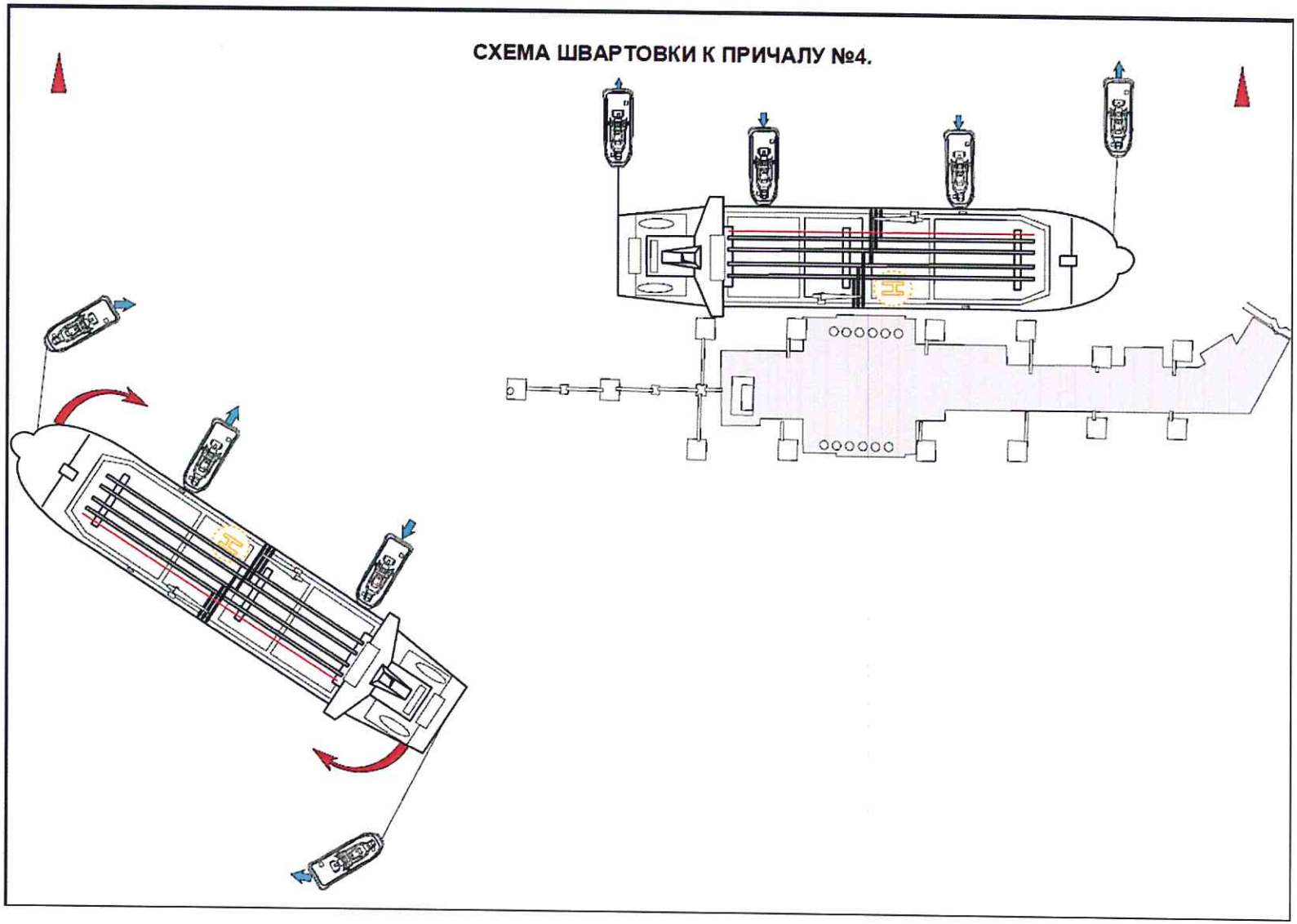


СХЕМА ШВАРТОВКИ К ПРИЧАЛУ №9.

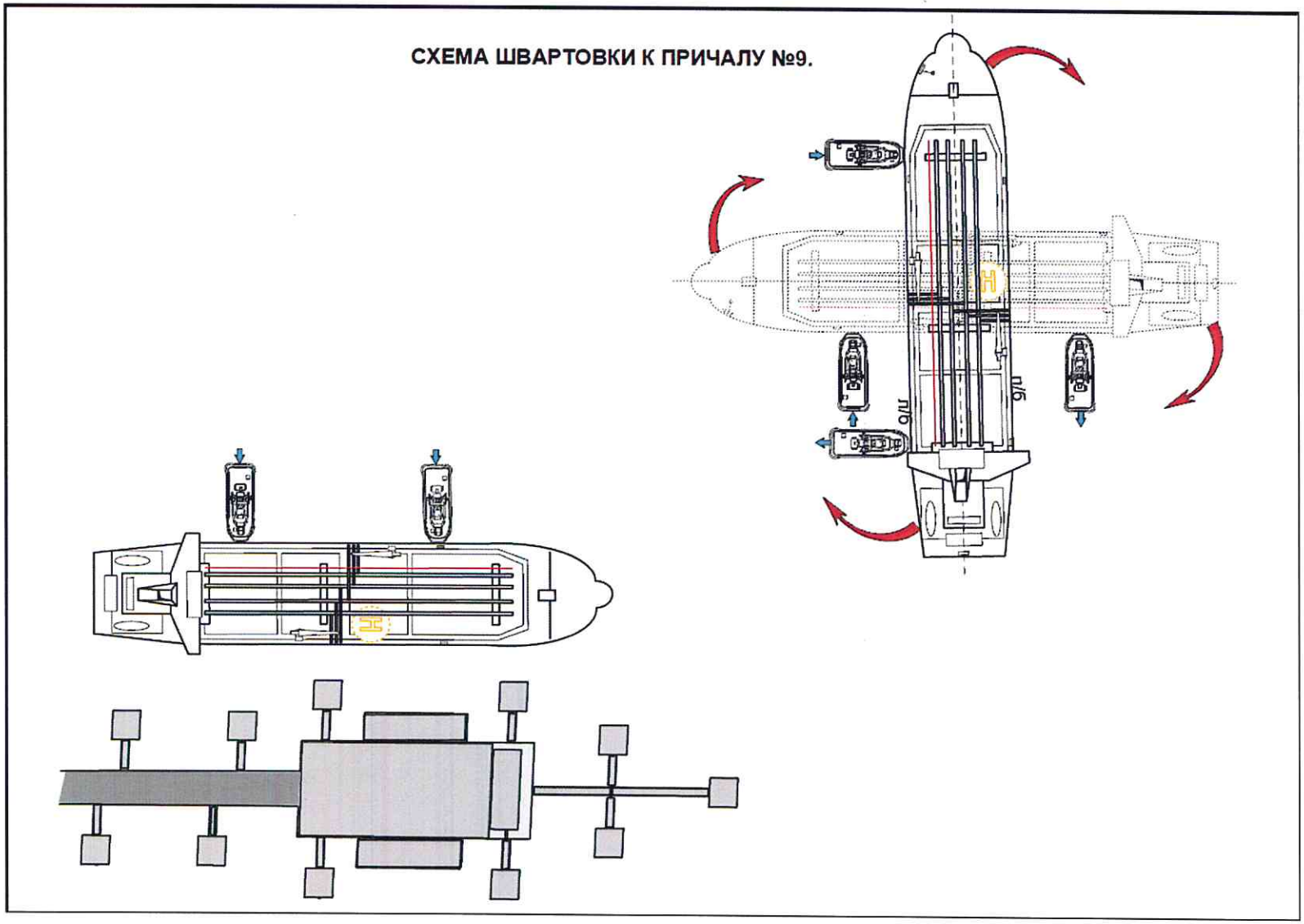
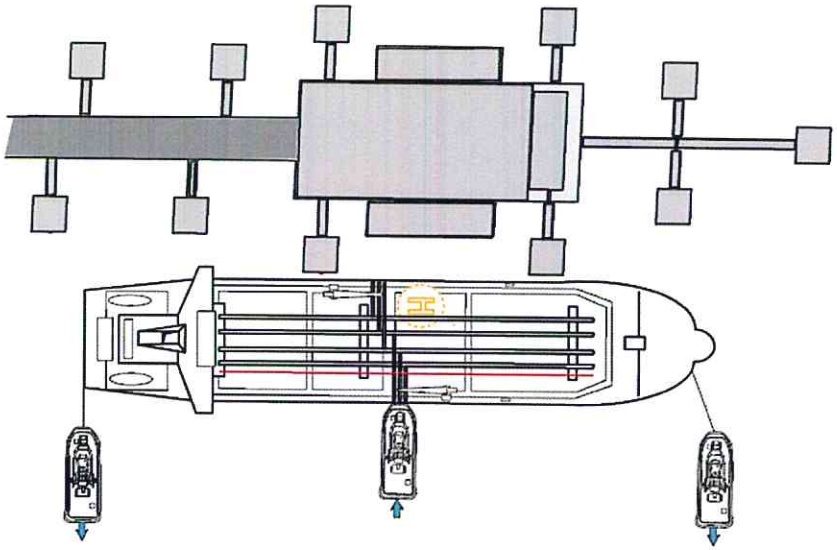
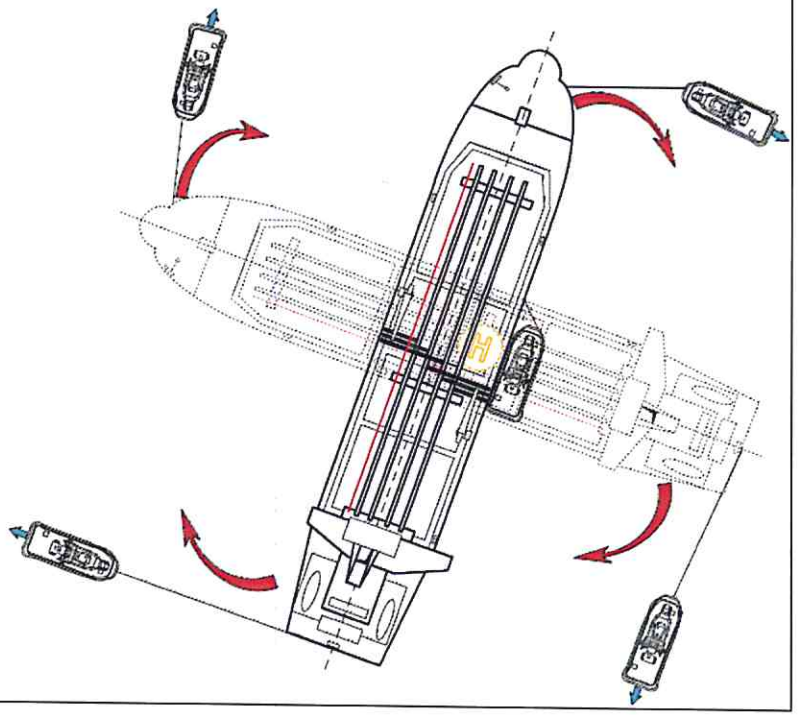


СХЕМА ШВАРТОВКИ К ПРИЧАЛУ №8.





ООО «ПТП»

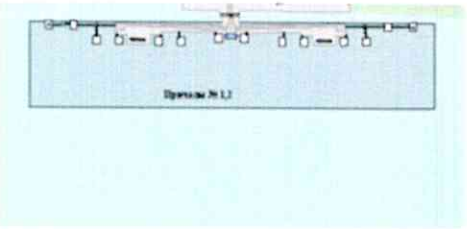
Название судна _____ GRT _____
Ship'S Name NRT

Флаг _____ Дата _____ Время _____
Flag Date Hours

Осадка носом _____ Осадка кормой _____
Draft Forward Draft Astern

ПОГОДНЫЕ УСЛОВИЯ / WEATHER CONDITIONS

Ветер _____ m/s _____ Высота волн _____ m
Wind Height of Wave



Лоцман сообщит Вам о любых изменениях стандартного Плана проводки
Your Pilot will advise you of any variation to This Standard Plan

Примечания
Remarks_____

_____

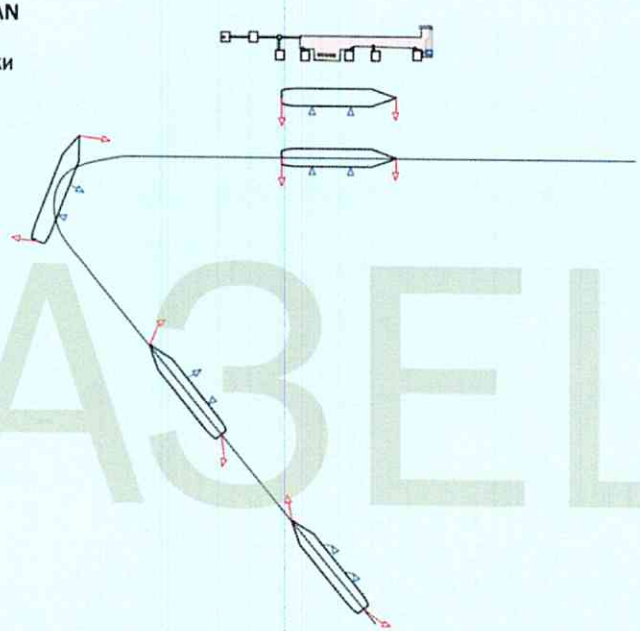
_____

Лоцман_____Капитан_____
Pilot Master

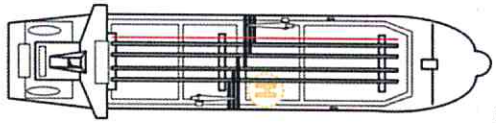
PORT PRIMORSK
PILOTAGE PASSAGE PLAN

ПЛАН ЛОЦМАНСКОЙ ПРОВОДКИ
В ПОРТУ ПРИМОРСК

ПРИЧАЛ №1



БУКСИРЫ/TUGS
Tugs will attand vessel from the Head of Break water
And will be secured before passing Port Entrance



Всего_____
Total

С бака Название и мощность_____Буксирный трос_____
Forward Name and Power Towing Rope used

С борта нос Название и мощность_____Буксирный трос_____
Forward Side Name and Power Towing Rope used

С борта корма Название и мощность_____Буксирный трос_____
Astern Side Name and Power Towing Rope used

С кормы Название и мощность_____Буксирный трос_____
Astern Name and Power Towing Rope used

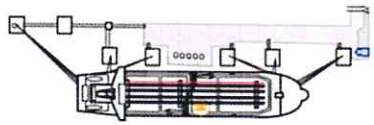
Схема швартовки/MOORING PATTERN

С бака Продольные 4 Прижимные 2 Шпринги 2
Forward Head Lines Breast Lines Shprings

С кормы Продольные 4 Прижимные 2 Шпринги 2
Astern Head Lines Breast Lines Shprings

Очередность подачи швартовов/Oder of giving Lines in Shore

1st_____3rd_____ Всего 16
2nd_____4th_____ Total



Appendix 9

ОПРОСНИК ДЛЯ СУДОВ, ЗАХОДЯЩИХ В ПОРТ ПРИМОРСК

PRIMORSK QUESTIONNAIRE

for berths № 1 - № 4 (ver. 01.11.2016)

1	Ship's name / Call sign / IMO No.	
2	Flag	
3	Year &place of built	
4	LOA / Beam / Moulded depth / Max draft	
5	DWT / GRT / NRT / Reduced GT	
6	Max speed	
7	Owners name	
8	Certificate of Registry (No., Port and date of issue)	
9	Derating Certificate (No., Port and date of issue)	
10	Main Eng power (bhp / kW)	
11	Ship's propeller material	
12	Classification society and Ice class	
13	Hull construction (double hull, double side or double bottom)	
14	Draft (F, A) / list and trim on arrival / departure	
15	Required number of tugs on arrival / departure	
16	Master's name	
17	Number of Crew (nationality) / If all crew are healthy	
18	Number of passenger (if any)	
19	5 previous ports of call (port / country / dates) / Diseases (if any)	
20	If any technical / provisions / bonded stores supply is required	
21	Max. height of a vessel's receiver sluice valves above a sea level (in normal ballast condition);	
22	Min. height of a vessel's receiver sluice valves above a sea level (at full loaded condition);	
23	Spacing interval between axis of a vessel's intake flanges;	
24	Spacing interval from a plane of a vessel intake flanges to the sides of a tanker;	
25	Diameter of a vessel's intake flanges;	
26	Thickness of a vessel's intake flanges;	
27	The platform under intake flanges should have breadth not less than 1 meter, height of above a deck of a vessel - 0.6-1.3 meters;	
28	Number / size of manifolds, type of connectors / reducers (if available on board)	
29	Theoretical max cargo vessel can intake	
30	Max loading rate by	

	3 lines x 16"	
31	If cargo tanks are gas-free or inerted?	
32	N.O.R. tendered for R.E.B.C.O.	
33	Whether vessel is fitted with an inert gas system and whether fully operated	
34	Any defect of hull, machinery or equipment which may: Affect the safe manoeurability of the tanker; - Affect the safety of other vessels; - Constitute a hazard to the marine environment; - Constitute a hazard to persons or property on land or in the vicinity of the harbour	
35	List safety certificates and their period of validity (Important, in details)	
36	Vessel's max possible loading rate if her deballasting is fully optimized in connection with navigation safety.	
37	Possibility of discharging segregated ballast (port side only / starboard side only / any side)	
38	Distance between last cargo manifold aft and discharge water ballast line (in cm).	
39	Diameter of discharge water ballast line (in cm).	
40	Whether the ice adviser will be used for calling in port Primorsk?	
41	Whether the special protective equipment (board or another) for prevention ballast water discharging on berths is available onboard?	
42	Number of bunkering tanks;	
43	Fuel consumption per day (on the move / at berthing);	
44	Limitation of bunkering rate;	
45	Volume of tanks under oily water and sludge water;	
46	Minimum time of closing valves on the ship's cargo lines (manifolds and cargo tanks)?	

Primorsk Questionnaire

for berths № 8 and № 9 (ver. 01.11.2016)

1	Name	
2	Call sign of the vessel	
3	IMO Number	
4	Flag;	
5	Year of built;	
6	LOA, Beam and Moulded depth;	
7	Owners;	
8	DWT;	
9	Quantity of cargo will be loaded at port Primorsk;	
10	Sailing draft on departure from Primorsk with **(point №9 of P/0)**kt on board;	
11	Estimated time of arrival;	
12	Main Eng power (kW);	
13	Classification society;	
14	Ice class;	
15	Double hull or double side or double bottom;	
16	Master's name;	
17	Number of Crew (nationality);	
18	5 previous ports of call (port/country/dates);	
19	Required number of tugs;	
20	Max. height of a vessel's receiver sluice valves above a sea level (in normal ballast condition);	
21	Min. height of a vessel's receiver sluice valves above a sea level (at full loaded condition);	
22	Spacing interval between axis of a vessel's intake flanges;	
23	Spacing interval from a plane of a vessel intake flanges to the sides of a tanker;	
24	Diameter of a vessel's intake flanges;	
25	Number and size of cargo reducers;	
26	Thickness of a vessel's intake flanges;	
27	Thickness of intake flanges of the cargo reducers on side of 16 inches (If vessel's intake flanges aren't 16");	
28	The platform under intake flanges should have breadth not less than 1 meter, height above a deck of a vessel - 0.6-1.2 meters;	
29	Vessel's max possible loading rate if her deballasting is fully optimized in connection with navigation safety: - through one cargo manifold;	
	- through two cargo manifolds;	
	- through three cargo manifolds.	

30	Maximum calculated pressure in cargo lines during all time of loading, bar;	
31	Preliminary cargo-plan (If her deballasting is fully optimized, Initial and final loading rate should be	
	not less than 500 cub.m/h.) - initial	
	- main	
	- final	
32	Number of bunkering tanks;	
33	Fuel consumption per day (on the move / at berthing);	
34	Limitation of bunkering rate;	
35	Volume of tanks under oily water and sludge water;	
36	Max. deballasting rate;	
37	Number of tanks with segregated ballast, total quantity of segregated ballast (in tons), and also geographical place of taking.	
38	Possibility of discharging segregated ballast (port side only / starboard side only / any side).	
39	Distance between last cargo manifold aft and discharge water ballast line (in cm).	
40	Diameter of discharge water ballast line (in cm).	
41	Whether vessel is fitted with an inert gas system and whether fully operated;	
42	Any defect of hull, machinery or equipment which may: • Affect the safe manoeurability of the tanker; • Affect the safety of other vessels; • Constitute a hazard to the marine environment; • Constitute a hazard to persons or property on land or in the vicinity of the harbour;	
43	List safety certificates and their period of validity; (Important, in details)	
44	Whether the ice adviser will be used for calling in port Primorsk?	
45	Whether the special protective equipment (board or another) for prevention ballast water discharging on berths is available onboard?	
46	What material of mooring lines: wire or synthetic	
47	Minimum time of closing valves on the ship's cargo lines (manifolds and cargo tanks)?	

Appendix 10

ИНФОРМАЦИЯ О ТЕРМИНАЛЕ, НАПРАВЛЯЕМАЯ КАПИТАНАМ СУДОВ ДО ЗАХОДА В ПОРТ

PRIMORSK OIL TERMINAL PRE-ARRIVAL INFORMATION

Minimum controlled water depth alongside at chart datum	Berths № 1, 2, 3, 4 - 17,8m; Berth № 8 -14.7m; Berth № 9 - 11.8m.
Maximum allowed draft alongside	Berths № 1, 2, 3, 4 - 15,85m; Berth № 8 -13.7m; Berth № 9 - 10.8m.
State availability and specifications of tugs and requirements for berthing and/or unberthing	Tug, kW: 1 x 3730, 4 x 3728, 1 x 3840, 2 x 3960, 2 x 2612, Ship's deadweight: 12 001 - 33 000 - 2 tugs; 33 001 – 50 000 - 3 tugs; 50 001 - 150 000 - 4 tugs.
State orientation of vessel alongside berth	Berths № 1, 2, 3, 8 - port side; Berths № 4, 9 - starboard side.
Details of any specific berthing and/or unberthing restrictions	Weather restriction: Wind - more than 15 m/s - berthing only by Harbor Master permission. Wind - more than 20 m/s - berthing and unberthing prohibited. Visibility - less than 1 mile - berthing and unberthing prohibited.
Minimum mooring arrangement	The **MAX** allowable speed of approach to berth shall be 8 cm/sec. While approaching, the vessel shall make parallel contact with the berth. On closer approach, at about 20-25 metes during ice-free period, mooring lines shell be tendered to adjust the vessel's position.
Additional mooring requirements	If the vessel's movement results in excessive operating envelop of the cargo arms or if the watch on the vessel's condition is not effective, the Terminal shall have right to abort cargo operations and require tugs to assist in holding the vessel during berthing. Any time losses inflicted by, and any charges incurred due to, such circumstances shall be for the vessel's account.
Details of specific mooring equipment required for any vessel	The minimum number of the vessel's mooring lines to be given to berths nos.1, 2, 3 and 4 shall be as follows: - on the forward quarter: 4 headlines, 2 forward breast lines, 2 springs: - on the aft quarter: 4 stern lines, 2 stern breast
	lines, 2 springs. The minimum number of the vessel's mooring lines to be given to berths nos.8, 9 shall be as follows: - on the forward quarter: 2 headlines, 2 forward breast lines, 2 springs: - on the aft quarter: 2 stern lines, 2 stern breast

	lines, 2 springs. The synthetic tails on wire ropes are definitely not older than 18 months and tails should not be longer than 11m. While the vessel is at a berth, it shall be ensured that: - an affective watch will be maintained to monitor the vessel's moorings lines; - the mooring lines given to the Terminal berth will be fitted with special rat guard; - the MAX range of the vessel's movement alongside will be +/-1.0 m, while lateral movement of the vessel will be prevented; the vessel's gangway shall be provided with passing railseither side and effective safety net. It shall be electrically isolated and well lit, and the difference in level between the tanker's deck and the gangway shall not exceed the specified limit.
Details of particular requirements regarding ETOPs.	Fire wire of adequate length shall be made fast on the off-shore side fore and aft. The wire's ends shall run out and shall be maintained 1m above the waterline throughout the vessel's stay at the berth so that they can be used by tugs when necessary. The Company shall have the right to fine the vessels for disregard of this requirement.
Additional information	Ballast water discharge openings on vessels alongside the Terminal shall be fitted with guards against penetration of water on to the berth. The vessel's Administration shall follow the Loading Master's instructions, if necessary, for bringing up the vessel closer to the berth or picking up slacken moorings to prevent spontaneous disconnection of cargo arms and subsequent oil spillage. During loading responsibility for the adequate holding of the vessel at the berth rests with the vessel's Master.
Number, type and size of cargo transfer connections	Berths № 1, 2 - number of connections: 3 pieces, type: RCMA 16"x50' FP - crude oil; Berths № 3, 4 - number of connections: 3 pieces, type: RCMA 16"x55' FP - crude oil; number of connections: 2 pieces, type: Atlantic 16"- diesel oil, reducers: 2 pieces
	12"-16"; Berth № 8 - number of connections: 4 pieces, type: Atlantic 16"- diesel oil, reducers: 3 pieces 12"-16"; Berth № 9 - number of connections: 3 pieces, type: Atlantic 16"- diesel oil, reducers: 2 pieces 12"-16".
Is berths fitted with a vapor manifold connection	No
Are there any berth specific requirement s regarding tanker inerting procedures?	System should be in working condition during staying at the berth. Cargoes shall be only loaded using closed operations procedures. Such loading shall be performed with cargo tanks manholes, sighting and ullage ports closed. Prior to, or upon

	completion of cargo operations, these ports shall also be kept closed.
Are there any restrictions regarding tan k cleaning/Crude Oil Washing (COW) operations at the berth?	Yes. No any tank cleaning and/or COW operations are permit at the berth. Cargo tanks should be fully inerted.
State details regarding present of Material Safety Data Sheet (MSDS)	Will provide with representative of cargo owner at Terminal by ship's request.
Are slop, dirty ballast, bilge, sludge , garbage facilities available?	Yes. Only bilge, sludge and garbage can be disposal to shore during stay at Terminal.
The security level, which the port currently operating	Information regarding security level, which the port currently operating, will be provided by the agent 72 hours prior to vessel arrival to the port of Primorsk.

СВЕДЕНИЯ
О КАНАЛАХ СВЯЗИ ОЧЕНЬ ВЫСОКОЙ ЧАСТОТЫ, ИСПОЛЬЗУЕМЫХ В МОРСКОМ ПОРТУ, СИГНАЛЫ ТРЕВОГИ

№ п/ п	Абонент	Часы работы	ОВЧ канал рабочий/ резервный	Позывной
1	Служба государственного портового контроля в морском порту	24	9/67	Приморск-портконтроль
2	Служба управления движением судов морского порта	24	68/9	Приморск-траффик
3	Морской спасательно-координационный центр «Санкт-Петербург»	24	16,71/24,26,27	Петербург-радио-1
4	Сменный диспетчер ПТП	24	28/71	Приморск-порт
5	Мастер по наливу	24	28/71	Терминал
6	Лоцманская организация	24	15, 17/ -	Приморск - пайлот

СИГНАЛЫ ТРЕВОГИ:

С берега: СИГНАЛ ЗВУКОВОЙ СИРЕНЫ

С судна: ПРЕРЫВИСТЫЕ ПРОДОЛЖИТЕЛЬНЫЕ ГУДКИ СУДОВОГО СВИСТКА

ЗАЯВКА НА ПРОИЗВОДСТВО РЕМОНТНЫХ РАБОТ

VESSEL'SREPAIRSORDER ЗАЯВКА НА ПРОИЗВОДСТВО РЕМОНТНЫХ РАБОТ

Vessel's name _____
Название судна
Berth _____
Причал
Date _____
Дата
To Chief Terminal
Dispatcher
Сменному диспетчеру

Dear Sir,

I kindly ask you give me permit of the following repairs to be carried out whilst my vessel is
alongside. The repair **will/will not** immobilize the vessel and will take approximately _____ hours.

Я прошу дать мне разрешение на проведение следующих ремонтных работ в период стоянки судна у причала. В период проведения ремонта, который займет около _____ часов, судно **будет иметь/не будет иметь** способность двигаться своим ходом.

Nature of repair works:
Вид ремонтных работ:

_____
_____
_____

Signed: _____
Подпись Master Капитан

Permission to carry out the above repairs is **granted/refused.**
Ремонтные работы **разрешены/не разрешены.**

Signed: _____
Подпись Terminal representative/Rank/Name/Date
Представитель Терминала/Должность/ФИО/Дата

СУДНО / SHIP		**БЕРЕГ/ SHORE**	
Ф.И.О. Name		**Ф.И.О. Name**	
Должность Rank	**Капитан Master**	**Должность Rank**	**Мастер по наливу Loading Master**
Подпись Signature		**Подпись Signature**	

PLAN OF LOADING

ПЛАНПОГРУЗКИ

Quantity of cargo requested by ship, mt Количество груза, запрошенное судном, мт	in vac □ в вакууме	in air □ в воздухе

	SHIP / СУДНО		SHORE / БЕРЕГ	
	RATE, m^3/h / Интенсивность $м^3/час$	DURATION, hrs / Продолжитель-ность, час	RATE, , m^3/h / Интенсивность $м^3/час$	DURATION, hrs / Продолжительность, час
Initial loading rate Начальная интенсивность погрузки				
Main loading rate Максимальная интенсивность погрузки				
Final loading rate Интенсивность погрузки при окончании погрузки				

The loading will be stopped by Остановка погрузки будет производиться на	SHIP СУДНЕ □	SHORE БЕРЕГУ □

СУДНО / SHIP		БЕРЕГ / SHORE	
Ф.И.О. Name		Ф.И.О. Name	
Должность Rank	Капитан Master	Должность Rank	Мастер по наливу Loading Master
Подпись Signature		Подпись Signature	
Дата Date		Время Time	

УВЕДОМЛЕНИЕ О СОБЛЮДЕНИИ ТРЕБОВАНИЙ В ПРОЦЕССЕ ПОГРУЗКИ

NOTIFICATIONУВЕДОМЛЕНИЕ

Dear Sirs,
Господин капитан,

You have to comply with the following requirements of the vessel's safe loading:
Вы должны будете соблюдать следующие требования в процессе загрузки Вашего судна:

1. The Master shall be responsible for keeping the originally set ship's position at the berth in course of loading operations. Orders of the Loading Master to bring the ship closer to the berth to tighten the mooring lines in order to prevent the accidental detachment of cargo arms and spillage of oil shall be obligatory for Master.

1. Во время погрузки капитан обязан удерживать судно в заданном положении вдоль причала. Капитан обязан выполнять команды мастера по наливу о необходимости подвести судно к причалу, подобрать ослабленные швартовы в целях предотвращения самопроизвольного отсоединения стендеров и разлива нефти.

2. Shifting of the ship alongside the berth shall only be carried out with tug assistance and with pilot assistance. The number of tugs is to be determined by the Master and as agreed with the pilot.

2. Перемещение судна вдоль причала должно производиться только с привлечением буксиров
и лоцмана. Количество буксиров определяется капитаном и согласовывается с лоцманом.

3. It is forbidden to shift the vessel along the berth using mooring lines.

3. Запрещается перемещать судно вдоль причала с использованием швартовных канатов.

4. It is forbidden to drain water from main deck overboard into harbor area.

4. В пределах акватории порта запрещается сливать за борт воду с главной палубы.

Due to above mentioned facts, I hold You fully responsible for all the time lost, costs and expenses which can arise from failure to comply with the above requirements.

Принимая во внимание вышеизложенное, на Вас возлагается ответственность за любую задержку/приостановку погрузки и возмещение расходов, связанных с нарушением вышеперечисленных требований.

СУДНО / SHIP		**БЕРЕГ/ SHORE**	
Ф.И.О. Name		**Ф.И.О. Name**	
Должность Rank	**Капитан Master**	**Должность Rank**	**Мастер по наливу Loading Master**
Подпись Signature		**Подпись Signature**	
Дата Date		**Время Time**	

«Согласовано»
Капитан морского порта Приморск
_____ И.Е. Золотых
«9» _____ 2018г.

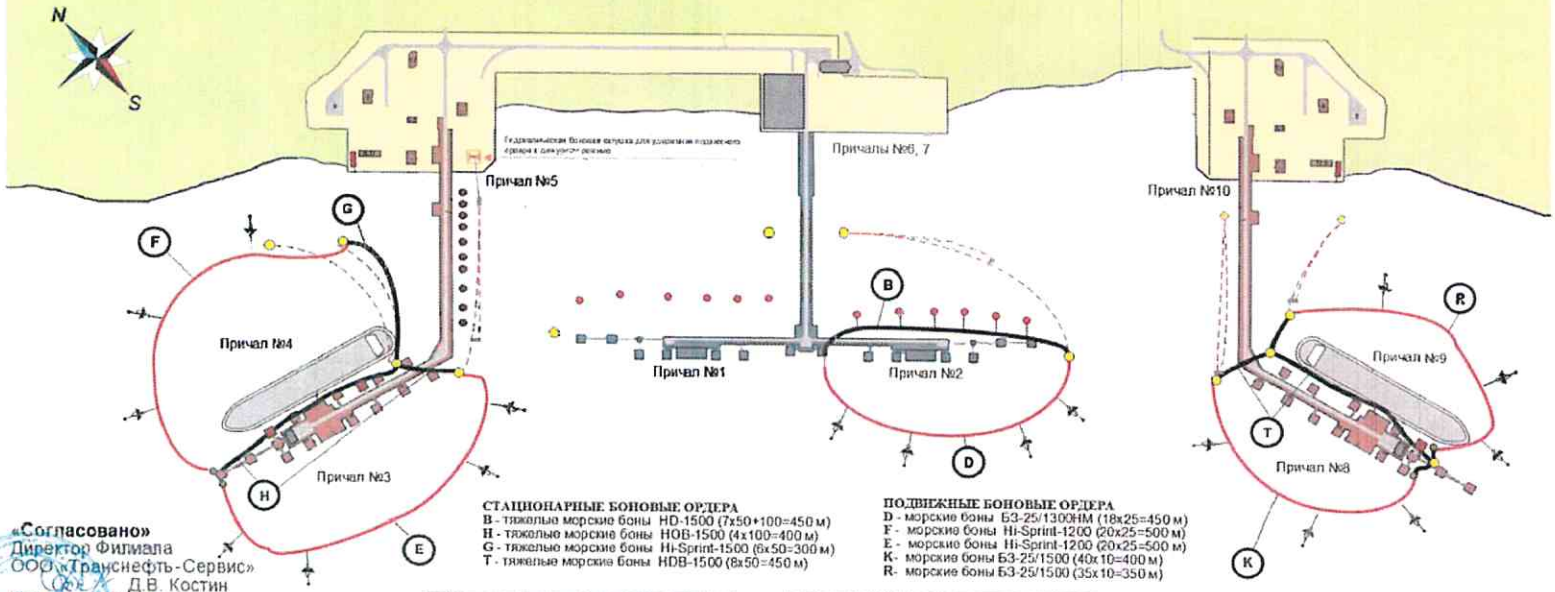
«Согласовано»
Генеральный директор
АО «СоюзФлот - Порт»
_____ В.А. Казаков
«_____» _____ 2018г.

«Согласовано»
Директор департамента АСГ
ООО «Транснефть - Сервис»
_____ Л.Н. Саламанов
«_____» _____ 2018г.

«Согласовано»
И.О. главного инженера
ООО «ПТП»
_____ С.А. Пузанов
«29» _____ 2018г.

«Утверждаю»
Генеральный директор
ООО «Транснефть-Порт Приморск»
_____ М.А. Кудинов
«11» _____ 2018г.

Схема установки бонов в порту Приморск
в период летней навигации 2018 года



СТАЦИОНАРНЫЕ БОНОВЫЕ ОРДЕРА
B - тяжелые морские боны HD-1500 (7x50+100=450 м)
H - тяжелые морские боны HOB-1500 (4x100=400 м)
G - тяжелые морские боны Hi-Sprint-1500 (6x50=300 м)
T - тяжелые морские боны HDB-1500 (8x50=450 м)

ПОДВИЖНЫЕ БОНОВЫЕ ОРДЕРА
D - морские боны БЗ-25/1300НМ (18x25=450 м)
F - морские боны Hi-Sprint-1200 (20x25=500 м)
E - морские боны Hi-Sprint-1200 (20x25=500 м)
K - морские боны БЗ-25/1500 (40x10=400 м)
R - морские боны БЗ-25/1500 (35x10=350 м)

Схема постановки якорей подвижных ордеров

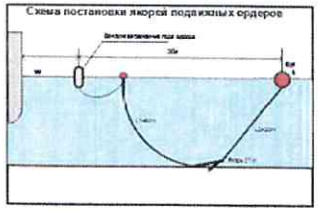


Схема постановки якорей стационарных ордеров

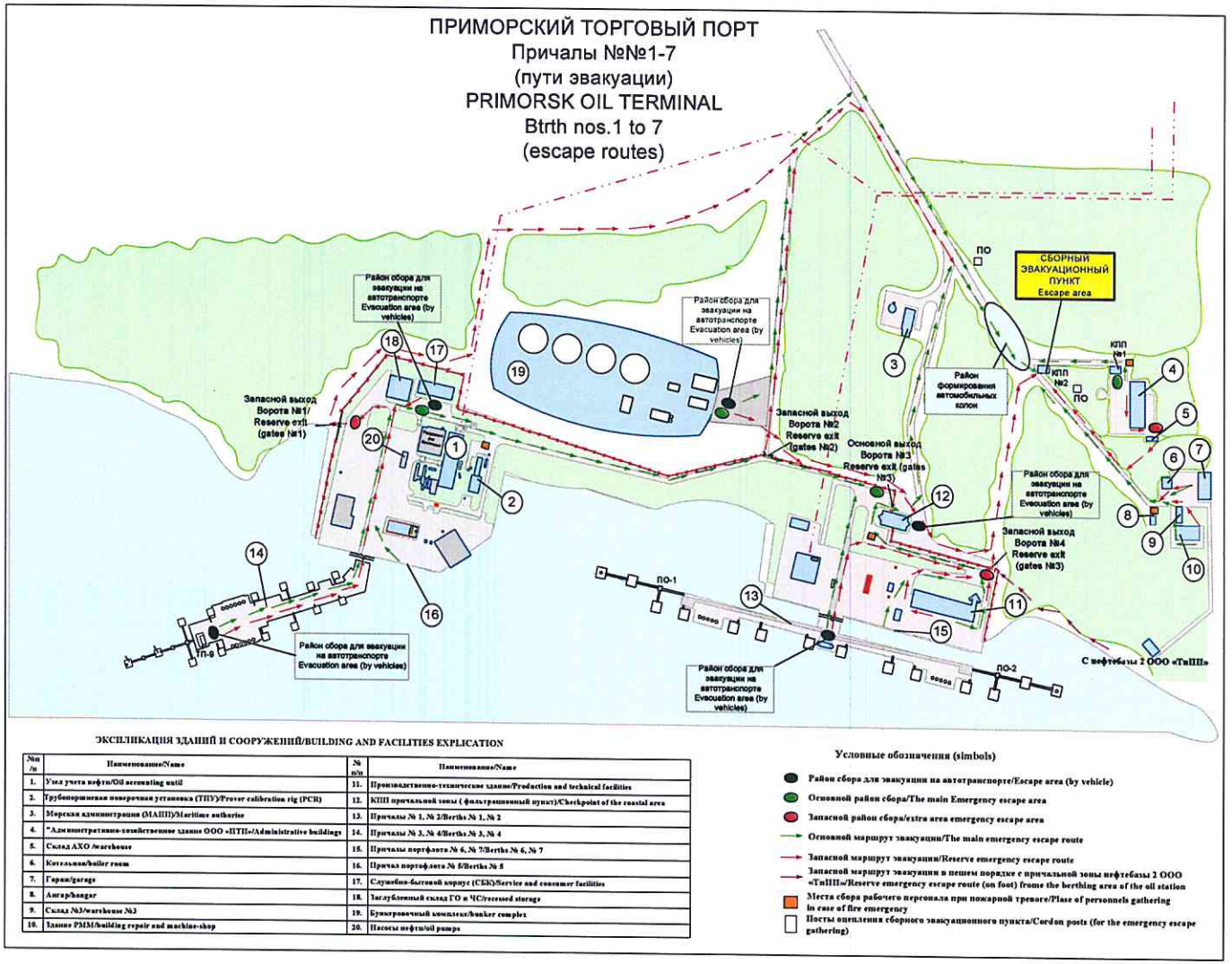
УСЛОВНЫЕ ОБОЗНАЧЕНИЯ
- швартовная бочка с цепным бриделем
- якорный буй с цепным бриделем
- ограждающий буй с цепным бриделем
- стойка замковая
- карабин для фиксации свободного конца подвижного ордера
- якорная система подвижного ордера

«Согласовано»
Директор Филиала
ООО «Транснефть-Сервис»
_____ Д.В. Костин
_____ 2018г

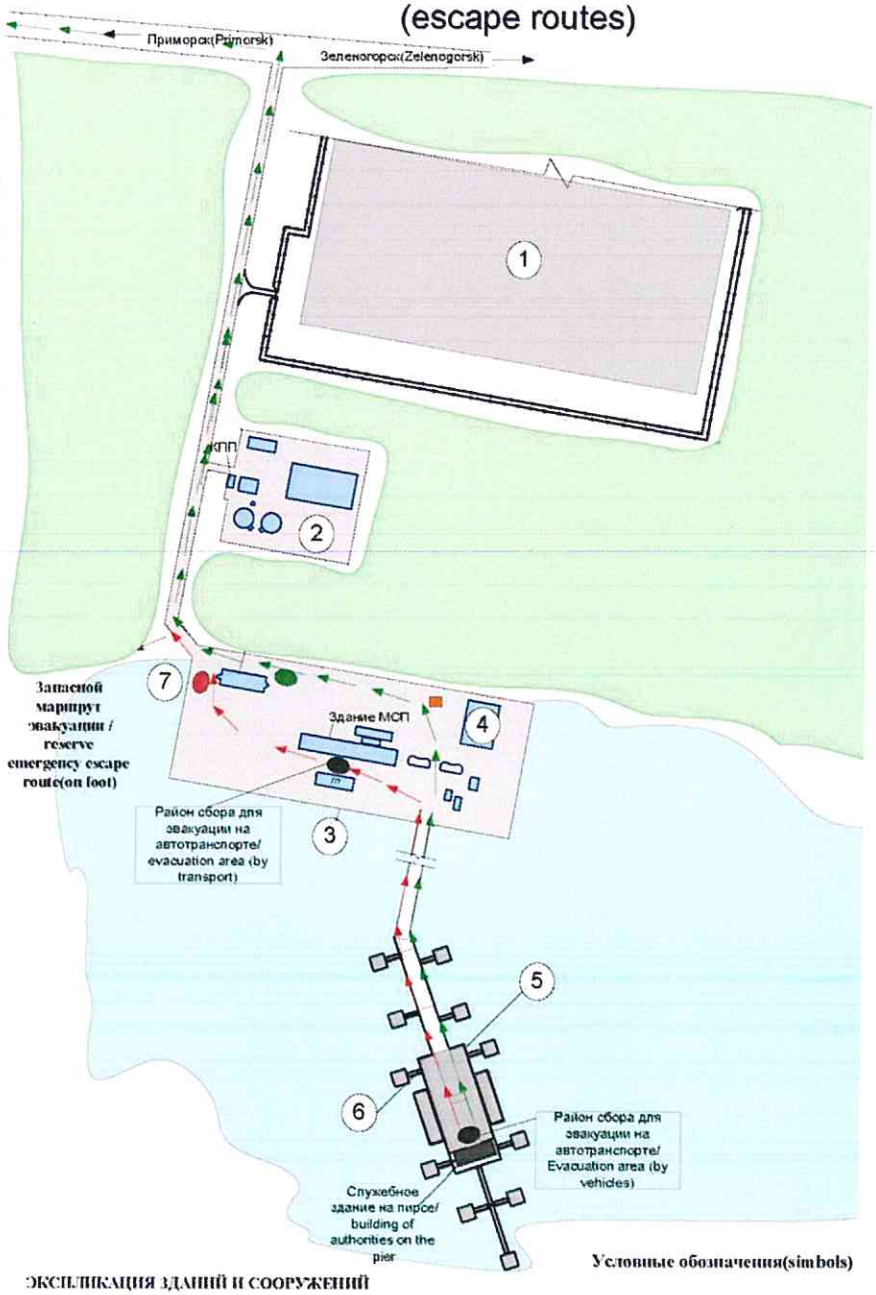
12.04.2018

Разработал:
Зам. начальника АСФ по АСР Челищев Г.Н.

Зам. директора филиала ООО «Транснефть - Сервис» по АСД _____ Н.Б.Качалов


ПРИМОРСКИЙ ТОРГОВЫЙ ПОРТ
Причалы №№1-7
(пути эвакуации)
PRIMORSK OIL TERMINAL
Btrth nos.1 to 7
(escape routes)
СБОРНЫЙ ЭВАКУАЦИОННЫЙ ПУНКТ
Escape area
ПО
КПП №1
КПП №2
Район формирования автомобильных колон
Район сбора для эвакуации на автотранспорте Evacuation area (by vehicles)
Запасной выход Ворота №1/ Reserve exit (gates №1)
Запасной выход Ворота №2 Reserve exit (gates №2)
Основной выход Ворота №3 Reserve exit (gates №3)
Запасной выход Ворота №4 Reserve exit (gates №3)
ПО-1
ПО-2
ПП-9
С нефтебазы 2 ООО «ТиШ»
ЭКСПЛИКАЦИЯ ЗДАНИЙ И СООРУЖЕНИЙ/BUILDING AND FACILITIES EXPLICATION
№п/п | Наименование/Name | № п/п | Наименование/Name
1. Узел учета нефти/Oil accounting until
2. Трубопоршневая поверочная установка (ТПУ)/Prover calibration rig (PCR)
3. Морская администрация (МАПП)/Maritime authorise
4. "Административно-хозяйственное здание ООО «ПТШ»/Administrative buildings
5. Склад АХО /warehouse
6. Котельная/boiler room
7. Гараж/garage
8. Ангар/hangar
9. Склад №3/warehouse №3
10. Здание РММ/building repair and machine-shop
11. Производственно-техническое здание/Production and technical facilities
12. КПП причальной зоны (фильтрационный пункт)/Checkpoint of the coastal area
13. Причалы № 1, № 2/Berths № 1, № 2
14. Причалы № 3, № 4/Berths № 3, № 4
15. Причалы портфлота № 6, № 7/Berths № 6, № 7
16. Причал портфлота № 5/Berths № 5
17. Служебно-бытовой корпус (СБК)/Service and consumer facilities
18. Заглубленный склад ГО и ЧС/recessed storage
19. Бункеровочный комплекс/bunker complex
20. Насосы нефти/oil pumps
Условные обозначения (simbols)
Район сбора для эвакуации на автотранспорте/Escape area (by vehicle)
Основной район сбора/The main Emergency escape area
Запасной район сбора/extra area emergency escape area
Основной маршрут эвакуации/The main emergency escape route
Запасной маршрут эвакуации/Reserve emergency escape route
Запасной маршрут эвакуации в пешем порядке с причальной зоны нефтебазы 2 ООО «ТиШ»/Reserve emergency escape route (on foot) frome the berthing area of the oil station
Места сбора рабочего персонала при пожарной тревоге/Plase of personnels gathering in case of fire emergency
Посты оцепления сборного эвакуационного пункта/Cordon posts (for the emergency escape gathering)

ПРИМОРСКИЙ ТОРГОВЫЙ ПОРТ
Причалы №№8-9
(пути эвакуации)
PRIMORSK OIL TERMINAL
Berth nos. 8 to 10
(escape routes)



ЭКСПЛИКАЦИЯ ЗДАНИЙ И СООРУЖЕНИЙ

№№ п	Наименование
1.	Нефтебаза 2 (светлые) ООО «ТиНН» /tank farm
2.	Очистные сооружения ООО «ТиНН» Нефтебаза 2 (светлые) Wastewater treatment plant
3.	Нефтеналивной причал № 10/Berths № 10
4.	Узел учета нефтепродуктов/oil accounting unit
5.	Причал № 9/Berths №9
6.	Причал № 8/Berths №8
7.	КПП береговой зоны (фильтрационный пункт)/ Checkpoint of the coastal area

Условные обозначения(simbols)

- Район сбора для эвакуации на автотранспорте/ area (by vehicle)
- Основной район сбора/The main emergency esca
- Запасной район сбора/extra area emergency esca
- Основной маршрут эвакуации/Main emergency
- Запасной маршрут эвакуации/Reserve emergen
- Запасной маршрут эвакуации в пешем порядк зоны нефтебазы 2 ООО «ТиНН»/Reserve emerg route (on foot) frome the berthing area of the oil s
- Места сбора рабочего персонала при пожарной Plase of personnels gathering in case of fire emerg
- Посты оцепления сборного эвакуационного пут posts (for the emergency escape gathering)