PETROL

Terminal Instalacija Sermin

OIL TERMINAL

TERMINAL INFORMATION and PORT REGULATIONS Terminal PETROL – KOPER

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NOTE
This guide gives necessary instruction for berthing and safety requirements during stay in port.

The information in the Guide should be used in conjunction with the industry recommended practices contained in the ´International Safety Guide of Oil Tankers & Terminals´ (ISGOTT).

Nothing in this regulation will relieve at their responsibilities in observing the normal navigational fire prevention and security regulations.

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Signature:			

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WARNINGS

SMOKING

SMOKING IS STRICTLY PROHIBITED IN THE TERMINAL, ON THE JETTY AND ON BOARD VESSELS ALONGSIDE (THE RESTRICTED AREA), EXCEPT IN THOSE ENCLOSED SPACES ON BOARD THE VESSEL SPECIFICALLY DESIGNATED BY THE MASTER AND TERMINAL SUPERVISOR (OR HIS DESIGNATED REPRESENTATIVE) AS SMOKING AREAS. FAILURE TO COMPLY WITH THESE REGULATIONS WILL INVOLVE CESSATION OF OPERATIONS AND MAY RESULT IN THE VESSEL BEING INSTRUCTED TO VACATE THE BERTH PENDING A COMPLETE INVESTIGATION AND RECEIPT OF WRITTEN ASSURANCE FROM THE MASTER THAT EFFECTIVE CONTROL HAS BEEN ESTABLISHED.

SIOT RESERVES THE RIGHT, IN UNUSUAL CIRCUMSTANCES, TO PROHIBIT SMOKING AT ANY TIME AND IN ANY PLACE.

ALCOHOL/DRUGS

MASTERS ARE ADVISED THAT OPERATIONS WILL CEASE, IF THE ACTIONS OF A PERSON OR PERSONS INVOLVED IN OPERATIONS ARE NOT UNDER PROPER CONTROL AS A RESULT OF THE SUSPECTED USE OF ALCOHOL AND/OR DRUGS.

OPERATIONS WILL NOT RESUME UNTIL THE MATTER HAS BEEN REPORTED TO AND FULLY INVESTIGATED BY RELEVANT AUTHORITIES AND THE COMPANY CONSIDER IT SAFE TO DO SO. DELAY OR CANCELLATION OF THE VESSEL'S DEPARTURE MAY RESULT AND ALL COSTS ASSOCIATED WITH THIS DELAY WILL BE BORNE BY THE VESSEL.

ACCESS TO THE TERMINAL FOR A PERSON OR PERSONS SIMILARILY AFFECTED BY ALCOHOL AND/OR DRUGS WILL BE DENIED.

POLLUTION

IT IS AN OFFENCE TO:

- SPILL OIL OR CONTAMINATED SUBSTANCES
- DUMP GARBAGE
- EMIT EXCESSIVE FUNNEL SMOKE

ALL INCIDENTS WILL BE INVESTIGATED AND PROSECUTION COULD RESULT.

PERSONAL PROTECTIVE EQUIPMENT

ALL CREW MEMBERS ARE OBLIGATED TO WEAR ALL PERSONAL PROTECTIVE EQUIPMENTS.

- SAFETY GOGGLES
- SAFETY HELMET
- SAFETY SHOES
- SAFETY OVERALL (LEGS AND ARMS SHOULD BE COVERED)
- OTHER PROTECTIVE EQUIPMENT WHERE INDICATED

1 GENERAL INFORMATION OF OIL TERMINAL PETROL

The origins of the terminal date back to 1968, when Petrol in Sermin build the first facilities for the handling and storage of petrol oil and oil products.
Today storage capacity of 480,000 m3 comprise reservoirs are in 23 tanks.
The products storage is:

- gasoline: premium unleaded gasoline
- diesel oil: motor fuel oil
- light fuel oil

All tanks have an internal floating roof and a double bottom with a vacuum leak check.
The terminal is very well connected logistically by sea, rail and road.

Tanker jetty is located in Port of Koper and is connecting with pig-system to shore tank in Sermin.
The acquisition of petroleum products is carried out by a closed system, which consists of receiving and transmitting station and 3 kilometer long pipeline with a diameter of 16 ", which connects the tanker jetty and tanks in Sermin. The system is computer controlled.

1.1 List of Abbreviations

API:	American Petroleum Institute
ASA:	American Standards Association
B/L:	Bill of Lading
COW:	Crude Oil Washing
DAS:	Docking Aid System
DWT:	Deadweight
ETA:	Estimated Time of Arrival
EX: Explosion Proof	Explosion Proof
GMT:	Greenwich Mean Time
GRT:	Gross Register Tonnage
I.G.:	Inert Gas
IMO:	International Maritime Organisation
ISGOTT:	International Safety Guide for Oil Tankers and Terminals
ISPS Code:	International Ship and Port Facility Security Code
LOA:	Length Overall
LWA:	Longitudinal Windage Area
MARPOL:	Maritime Pollution Convention
MBL:	Minimum Breaking Load
MEG:	Mooring Equipment Guidelines
MSDS:	Material Safety Data Sheet
OBQ:	On Board Quantity
P/V:	Pressure / Vacuum
POLREP:	Pollution Report
PPE:	Personal Protective Equipment
ROB:	Remaining on Board
SBT-PL:	Segregated Ballast Tanks – Protective Location
SOLAS:	Safety of Life at Sea Convention
SSSCL:	Ship Shore Safety Check List

1.2 Communication with OIL TERMINAL PETROL

The Oil Terminal Petrol is handled 24 hours a day. When moored alongside the jetty, a vessel shall communicate with the terminal by VHF channel 09.

Country code SLOVENIA: 00386		
Area code KOPER	5	
Police	113	
Emergency	112	
Jetty	003865 66-82-170	VHF 9
Terminal office	003865 66-82-106	VHF 9
Harbour Master's Office	003865 66-32-106	VHF 8/16

1.3 Ship types that will be accepted at the Oil Terminal PETROL

The following ship types can be accepted:

- Conventional tankers and oil/product combination carriers in the range from approx. 60m up to 200m.
- Chemical Tanker

All ships must comply with:

- IMO regulations and recommendations, and it must be confirmed that they are fully I.T.F. Approved;
- during all operations, with the regulations/suggestions of OCIMF included in the International Safety Guide for Oil Tankers & Terminals (ISGOTT);
- ali regulations in force at ship arrival time (MARPOL, SOLAS, ISM);

Special attention is made to the vessels manifold arrangements wich must be of fixed and permanent design and form part of the vessels structure. The vessel must have in place a manifold flange compatible with the jetty, and if a reducer over piece is in use, the design must be appropriate, and be compatible with the jetty.

All vessels must have manifold arrangements that comply with the standards recommended by the Oil Companies International Marine Forum – Standards for Tanker Manifolds and Associated Equipment.

A valid Insurance certificate must be on board.

1.4 Jetty details

A berth is located in the Port of Koper, right at the entrance to the second bay.

- Berth Type (SBM, CBM, "T" Jetty, Finger-pier, Alongside, Sea-Island) is "T" Jetty
- Maximum Vessel Length Overall (LOA) is 200m
- Minimum Vessel Length Overall (LOA) is 60m
- Freeboard restrictions at pier is nil
- Maximum **vessel's draft** permitted alongside at Low Water is 13,0 m
- Manifold position normally used starboard side
- Berth are equipped with three pumping arms of 12 inches
- Each Loading arm is equipped with the following facilities:
- Loading arm with about 3 m^3 design capacity.
- The arms operated from the deck via radio control. Valves manually operated.

- Maximum permitted manifold pressure is 10 bar.
- Maximum permitted handling quantity is 1500 cbm/h
- Distance for ship to terminal storage is 3000m

- Wind Limits: Stop cargo at 6 Bf / 10,8-13,8 m/s, 24 kt
- Wind Limits: Disconnect at 7 Bf / 13,9-17,1 m/s, 30 kt
- Wind Limits: Unberth at 8 Bf / 17,2-20,7 m/s, 37 kt

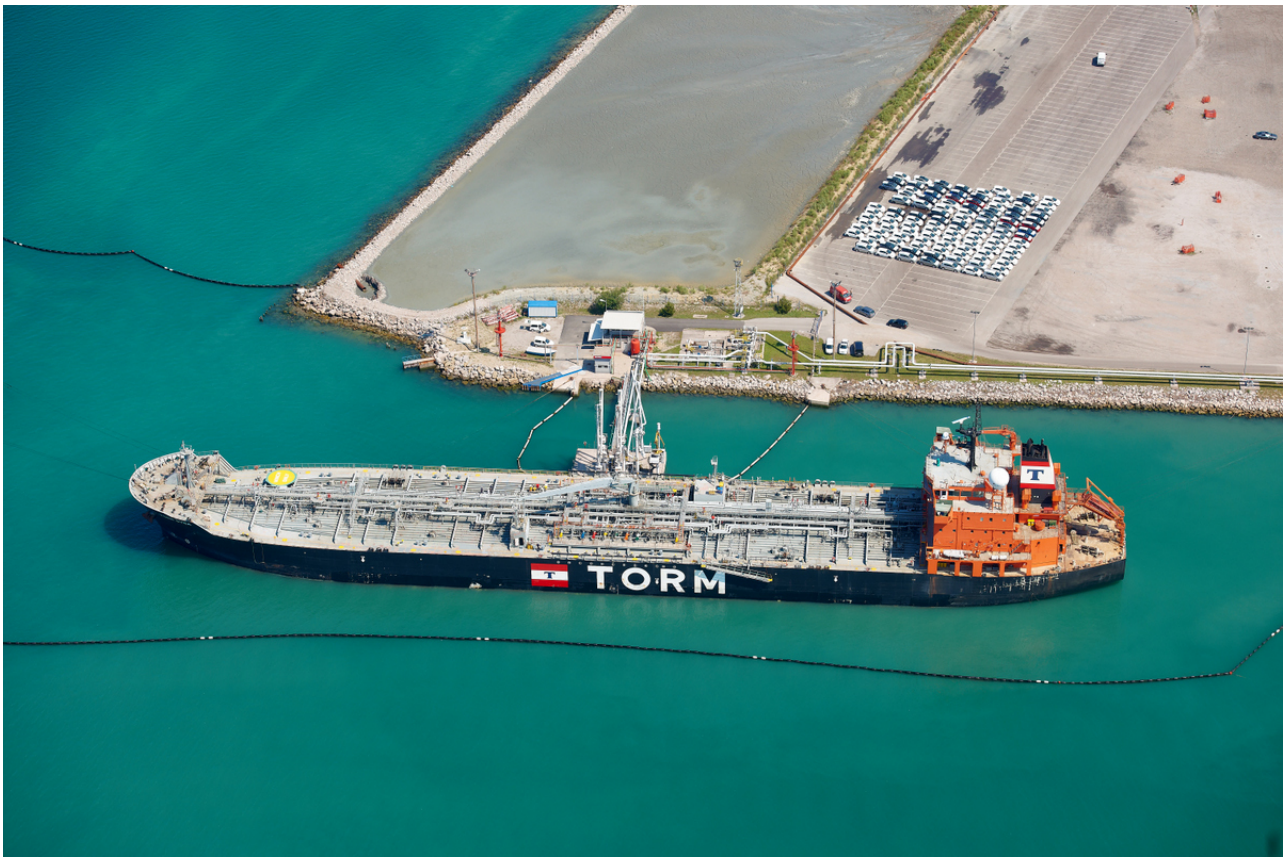
Connection of loading arms is from staff of terminal.
Ships manifold connection must meet loading arm envelope configuration and must provide space and support on which to place loading arm support legs.

1.5 Access into/from Jetty

Access is possible through a range Port of Luka Koper namely through the main entrance of port.
Entrance in the Port area requires valid pass. Passes are issued by the Port security service on the basis of a written request.

1.6 Fresh Water

Fresh water supplies are available at berths at any time through an international shore connection on the platform with a supply rate of approximately 15 m^3/h. Ship's personnel are entirely responsible for connection of the supply and for monitoring the quantity supplied at the meter. Please contact personnel at terminal before starting the supply.



2 HSSE

2.1 Health

2.1.1 Emergency Medical Assistance

Any request for medical assistance should be made through the Ship's Agent before or on arrival. If emergency medical assistance is immediately necessary, this may be called on through the Ship's agent, or by using the telephone and directly call 112 for the local emergency center.

2.1.2 Drug and Alcohol Policy

The introduction and the use of alcohol and illegal drugs are strictly prohibited at all times and in all areas of the terminal. Anyone apparently intoxicated will not be permitted to enter the terminal. If crew return from shore leave and are suspected of being under the influence of alcohol and or drugs, the ship will be alerted and will be required to send a responsible member of the crew to accompany the affected person back to the ship.

2.1.3 Noxious Substances

MSDS (Material Safety Data Sheet) if available at the loading port shall be delivered to the terminal on arrival. On arrival, if crew declare a concentration below 1000 ppm, terminal personnel or their deputies will accompany ship’s personnel to witness a check of the Hydrogen Sulphide (H2S) concentration in the cargo tanks. The measurement will be taken via the vessels vapour lock system which must be properly maintained and perfectly tight.
In case of presence of H2S on deck, necessary use appropriate breathing apparatus and PPE during the operation. Terminal shall not be held responsible if crew members or third party inspectors do not follow the safety precautions.

2.2 Safety

2.2.1 Enclosed Spaces

Entry and Inspection of enclosed spaces (with the exception of the pumproom) is not allowed whilst alongside berths. In exceptional circumstances, permission to undertake enclosed space entry granted by the terminal representative.

2.2.2 Fire Brigade

A qualified and certified fireman is always present at the marine terminal. A fireman will be in attendance during critical ship operations (berthing, cargo arms connection etc). Frequent inspections are performed on board and on the pier platform while the ship is alongside the berth.

2.2.3 Fire Fighting Installation

The terminal is equipped with a fixed firefighting installation on berth. The system consists of 1 diesel fire pump with associated foam system and pumps. The jetty is equipped with water and foam hydrants along its length and portable firefighting equipment is located on the jetty and berth.
Furthermore, a 30cm foam carpet can be thrown over the lower berth operational platform within 4 minutes.

2.2.4 International Ship/Shore Fire Connection

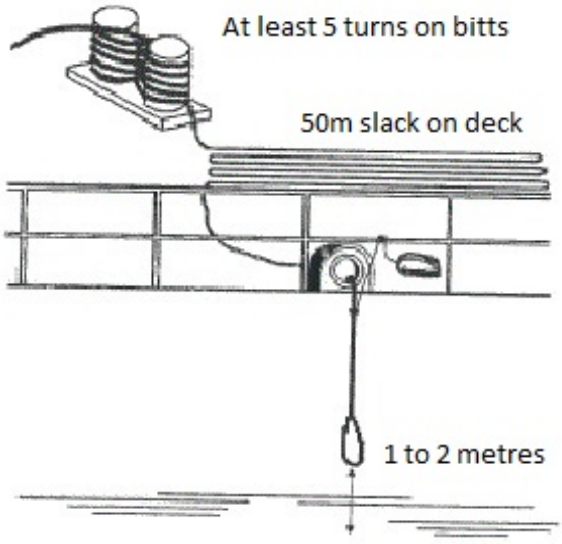
International shore fire connections are available at the jetty platform and the berth.

2.2.5 Escape Ways

Evacuation is via the gangway to the berth, past the loading arms and escape along the jetty access to the sea and to the exit door. At the berth are rescue ring and a floating rescue light. Before the bridge there is also emergency plan. Communication is via VHF radio ch-09 (terminal), ch-16 (harbour master) and ch-8 (pilot, tug).

2.2.6 Emergency Towing

Emergency towing wires (fire wires) is compulsory and must be properly rigged on the offshore side of the vessel, both in the bow and stern. Ship must provide and rig towing wires with sufficient length and strength one meter just above the water level, it in case of need can take the tugs.



2.2.7 Vessel Readiness

Any vessel alongside must at all times maintain:

- main engine readiness at short notice,
- draft and trim within MARPOL limitation to permit a safe departure manoeuvre,
- a sufficient number of qualified crew to comply with its Company's ISM procedure and to perform a safe departure manoeuvre.

2.3 Security

2.3.1 Crew Lists

The Master must furnish a ship's crew and passenger list. Crew personnel are only permitted to leave the berth and have access to the marine terminal if in possession of a valid ID card, and (where applicable) a shore pass. The Ship's Agent should always be consulted for updated information on the latest immigration and security authority requirements.

2.3.2 Access to the Terminal

Near tankers that are anchored to the terminal, it is forbidden to keep persons who are not members of the crew of the tanker and terminal employees.
Access to the enclosures area of terminal and approach to the tanker, which handled the cargo is allowed only with the permission of an authorized person of the terminal performing cargo handling, access to the tanker as well as permit the master of a tanker.

2.3.3 Safety Paths

Visitors must use marked safety paths at all times within the terminal. Access to restricted areas is prohibited without authorisation from the Loading Master.

2.3.4 Photography
The taking of videos and photographs within the terminal is prohibited without proper authorisation.

2.3.5 Drones
The use of drones is forbidden in the terminal and surrounding area. Authorities will be immediately notified if any are detected.

2.4 Environment

2.4.1 Bilges
All pumping from bilges is prohibited.

2.4.2 Oil Spillage
In order to increase the effectiveness of the ensuing actions and to minimise criminal proceedings:

- MASTERS MUST IMMEDIATELY REPORT TO LOADING MASTER ANY OIL SPILL OR OTHER HAZARDOUS SUBSTANCE ESCAPE CAUSED BY THEIR VESSEL, EVEN IF CONTAINED ONBOARD.
- All cargo operations are to be stopped and may only be resumed when authorised by terminal.
- Ship's personnel should take immediate steps to stop the spillage at source.

2.4.3 Oil Pollution Containment/Recovery Systems
• Floating barriers are laid around the of pier.
• when the ship is at the side of the berth is placed around the ship floating boom.
• Additional fast deployment booms and recovery equipment are located at the terminal

2.4.4 Inert Gas System Scrubber Tower Discharge
Discharge of solid soot particles from the scrubber seawater drain may be considered as sea pollution by the local Harbour Master and is therefore to be avoided.

2.4.5 Garbage & Refuse
No hazardous material, garbage or refuse of any kind may be thrown overboard while berthed. The garbage service provided is compulsory and shall be carried out by a local company.

3 GENERAL INFORMATION PORT OF KOPER

3.1 Geographical position and local time

Port is located in the north Adriatic sea. Geographical coordinates Port of Koper is 45°33'N and 13°44'E.
Time measurement is given in Coordinated Universal Time UTC; appropriate official time in Slovenia for one hour (winter) or two hours (summer) higher.

- Local time GMT + 1 (winter)
- Local time GMT + 2 (summer) from the end of May to end of September

3.2 Holidays

- 1st and 2nd January (New Year)
- February 8th (Prešeren Day, Slovenian cultural holiday)
- Easter and Easter Monday
- April 27th (Resistance Day)
- 1st and 2nd May (Labour Day)
- June 25th (National Day)
- August 15th (Assumption)
- October 31st (Reformation Day)
- November 1st (All Saints' Day)
- December 25th (Christmas)
- December 26th (Independence Day)

3.3 Communication

An arriving vessel must give proper notice by the agent. By prior arrangement with the tanker terminal representative confirmed the tanker berth at the Petrol terminal.
Ships carrying dangerous cargo must confirm their arrival 48 hours prior to arrival to agent.

Harbour Master's Office	VHF 8/16
Pilot, Tugs	VHF 8
Port of Koper	VHF 8

3.4 Tides and winds

Average tide is 1.1 m, the density of water is 1.025 kg/dm^3 (according to the weather may be varied to 1.015 kg/dm^3).
Prevailing winds in winter are bora (NNE) and south (SSE), summer mistral (NW).

3.5 Limitation

Arrival / Departure

The ships can enter the port of Koper day and night. If the visibility is less than 400 m or wind power exceeds 4Bf, it is forbidden to enter for ships carrying dangerous cargo.

3.6 Berth for petroleum products

Arrival is allowed 24 hours a day, except in poor visibility and strong wind (see Limitations).
The bert is lit, the maximum draft of the ship at the jetty is 13 m.
The bert is equipped with 3 x 12" pumping arms .
For loading used 1 x 12" arm.
The belt for prevent pollution puts Luka Koper INPO.

3.7 Pilotage

Pilotage is obligatory for the ship over 500 GT. Pilots are available on VHF channel 8 (24 hours). The completion certificate must be sent via an agent 24 hours before the arrival of the ship.
Master duty to before departure directly to confirm readiness of the ship to leave signals on VHF channel 8.
The pilot boards the ship either before the ports entrance, or at the entrance to the access channels, or at the anchorage (usually 1 NM west from the safe way buoy).
In the Port of Koper pilotage services performed by pilots who are enrolled in the register of pilots, led by the Slovenian Maritime Administration.

3.8 Tugs

Towing in Port of Koper is carried out in accordance with the Rules on compulsory towing vessels and price list for towing vessels. In port are always available three tug boats (2 x 1472 kW, 1 x 3,040 kW). Additional tugs must be ordered separately.
A company that provides traction Adria Tow, d.o.o.

3.9 Bunker fuel and/or diesel

Supply all kinds of fuels and lubricants shall be carried out by barrage. Your service provider company PETROL, OMV and maritime agencies CAPRIS.
This may be contacted with the agent of the vessel.
Bunker barges to be delivered on a vessel berthed at the terminal Petrol installation before or after loading / discharging.

3.10 Garbage collection

No garbage and materials, either solid or fluid, shall be discharged overboard from a vessel.
Letting waste is mandatory and is done every day during regular working hours between 7 am and 15 pm. A daily garbage collection from vessels is provided by a specialised company. The service provider Luka Koper INPO (VHF ch 9).

3.11 Medical Services

Medical requirements for ships personnel should be arranged by the vessels agent prior arrival. Emergency medical Services while berthed at the terminal may be arranged either by the vessel's agent.
In Koper for medical assistance available ambulant for seafarers. Medical care and hospitalization are available at Izola General Hospital (7 km from the port).

4 SAFETY REGULATIONS

4.1 Pre-arrival information

The arrival of a vessel to the Port of Koper should be reported electronically at least 7, 3 and 2 days before the arrival to the port. The anticipated arrival time should be confirmed 24 hours upfront. 72 hours before arrival, the master shall inform the terminal about the following, either via his agent or direct to the terminal on email:

- Ship's name and call sign eventual ex-name and official number.
- Flag.
- Nationality.
- Name of master.
- Owners.
- Gross registered tonnage.
- Summer deadweight.
- Draught fore and aft.
- Confirm ETA (local time and date).

Quantity of cargo to be loaded/unloading, and requested loading/unloading rate.

Length overall and beam, number, size, distance from bow to connections and position (above water line and from ship side) of vessels manifold connections.

Defects in vessel or equipment affecting the safe operation of the ship.

Confirmation that an inert gas system is fully operational, and that the oxygen content of all tanks does not exceed 5% by volume.

The Slovenian Maritime Administration (URSP) controls the navigation safety and inspects the implementation of maritime safety regulations.

4.2 Mooring arrangements

It is of the most importance for safe operation that ships are securely moored and always kept in the correct position. Vessels must be equipped with 2 wire spring lines on each end (fore/aft).
The master of the vessel shall ensure that his vessel's moorings are closely watched to prevent undue movement of the vessel. Ensure that all moorings on self-tension winches are secured with winch brakes in locked position. Use of self-tension winches in automatic position is strictly forbidden.
All moorings leading to the same direction shall be of the same type, i.e. either all wires or all ropes, and have the same working strength.

All mooring wires shall have rope tail ends, with minimum the same working strength as the wires.

4.3 Safety towing wires

Vessels, while secured alongside the jetty, must provide and rig towing wires with sufficient length and strength on seaward bow and quarter, with eyes maintained just above the water level, ready for emergency towing. The wires must be securely fastened to the ship’s bollards. These wires are to be in good condition and of adequate strength for the tugs available.

4.4 Safe access

Vessels moored at the terminals are required to provide a suitable gangway to enable safe access between ship and shore, complete with suitable safety net and lifebuoy.
An accommodation ladder or pilot ladder should be ready on the off-shore side.
Ship master is responsible for ships gangway operation and providing of safe access from ship to Jetty.

4.5 Limiting conditions for operation

4.5.1 Wind restrictions

Stop cargo operations at: Operation stops when the wind over Bf 6 (from 10.8-13.8 m/s; 24 kt), the ship is on standby for a possible continuation of operations or to disconnection.
Disconnected hoses at: Hoses disconnected when wind is over 7 Bf (13,9-17,1 m/s; 30 kt), ship is in standby if is necessary for unberting or resume operations.
Unberting: When wind in over 8 Bf (17,2-20,7 m/s; 37 kt) ship to be prepared for towing.

It is the Master responsibility that the vessel is safety moored under all circumstances. However in order to ensure safe cargo handling and avoid damage to terminal installations, terminal representatives will check the vessel moorings and when not deemed satisfactory, request the Master to improve or adjust the moorings. The Company reserves the right to interrupt cargo handling and disconnect cargo arms in unsafe mooring conditions.

During strong offshore winds the Master can decide and/or can be advised to order tugboat assistance in order to prevent breaking adrift from the berth causing severe damage and oil spills.

4.5.2 Electrical storms

Loading/discharging operations will be suspended on the approach storms.

4.6 Pre-operational inspection

Before any operations commence, an inspection will take place by the Authority representatives. They will inspect the emigration and crew list. Issue an “OPERATION PERMIT " which proves that the vessel is ready to start any operations.

4.7 Smoking

On shore, smoking is strictly prohibited except in buildings or other locations for which smoking permits are specifically issued by the terminal manager.
Similarly the master is responsible for selecting places on board where smoking is permitted and for the posting of suitable notices. Smoking notices, specifying the selected places, clearly indicated, must be exhibited in conspicuous places on board during the time that the vessel is alongside the jetty. The places where smoking is permitted should be agreed between the master and the terminal representative.
If justified by the circumstances, the terminal manager can forbid smoking with immediate effect in areas on the vessel where smoking is normally permitted.

4.8 Drug and Alcohol

Usage of drug is strictly prohibited.
It is the policy of the Terminal that the use, possession, distribution, sale, or being under the influence of drugs on the premises of the Terminal is prohibited.

Any person affected by alcohol or drug shall not be allowed to work and/or stay on deck and jetty.

4.9 Matches and lighters

The use of matches and lighters is prohibited except in places where smoking is permitted. Matches and lighters shall not be carried by personnel outside these places, not should they be carried on the main deck or in any other place where explosive atmosphere may be encountered.
Where the use of matches is permitted, such matches must be of the "safety" type.

4.10 Portable electric equipment

Portable electrical equipment including computers, mobile phones and cameras if not certified intrinsically safe must be switched off and may only be used within permanent buildings or areas designated by the ship’s master.

4.11 Use of naked lights

The use of naked lights is prohibited, while vessel is in jetty.
In special cases, in proper and insured places, naked lights can be used if there is a written Permit issued by terminal and Harbour Master Authority.
Places where smoking is permitted, equipment supposed to cause sparkling of flames or that use flame are taken as naked lights and are restricted or prohibited by Harbour Master Authority and by terminal.

4.12 Repair and maintenance works on board

Hot work or any other repair work including boiler tube cleaning, chipping and scraping, hull painting,testing or servicing of electrical equipment (including radar, radio and domestic electrical equipment) are prohibited on the vessel unless a written application specifying the repair work to be carried out.

This one must be submitted to terminal management in view to issue a written permission granted.
If permission is granted, a list of specific repairs and a list of shore workmen going to work on the vessel must be given to the terminal management before work commences.

Repairs and other work, which may immobilise the vessel, must not be commenced without the prior approval in written form from the terminal management.

In all cases adequate firefighting equipment should be ready for immediate use.

The naked lights may not be used. Take measures to avoid any work that could generate danger and fire.

4.13 Prevention of sparking and excessive fund smoke

Connecting and disconnecting loading arms, and any other operation on deck involving the use of metal instruments, shall be carried out in a manner that avoids the generation of sparks.

The vessel's funnels must be equipped with effective spark arrestors.
Scot blowing and excessive funnel smoking is prohibited, and immediate steps must be taken to eliminate sparking from funnels.

4.14 Ship stability

The master of the vessel is responsible for maintaining the vessel's stability within the vessel's stability criteria during de-ballasting and loading/discharging.
Special attention should be paid to trim/list conditions which could endanger the operation of loading arms or flexible hoses.

4.15 Inert gas systems

All vessels must have fully operational inert gas system. Prior to arrival, the vessel must confirm that all empty cargo tanks and those containing dirty ballast have been fully inerted and have oxygen content of 5% or less by volume.
If the vessel does not comply with these regulations ship will have to leave the berth without delay and return to sea in order to complete inerting of tanks.
In such an event, notice of readiness will have to be re-tendered prior to re-entering the port.

5 CARGO OPERATION

5.1 DISCHARGING

General information, operations and procedures

5.1.1 Preliminary meeting with the Loading Master and Cargo Surveyor

The Loading Master and Cargo Surveyor(s) will board only after the Operation Permit was issued by Authority.

Loading Master and chief of vessel completed:
* check list
* agree of discharging procedure
* sign discharging plan

The vessel' representative shall handle them the following documents:

- Ship's particular,
- Copies of pages of Calibration table with the name of the vessel, validity term and draft corrections ;
- Copies of certificates of calibration for gauging tape, thermometers, manometers from manifold;
- Vessel experience factor;
- Set of documents from loading port;

5.1.2 Tank gauging and ship composite sample

Cargo Surveyor will supervise tank gauging performed by vessel representative with vessel gauging tape and thermometers.
The Cargo Inspector together with ship staff collects the ship composite sample to be used as a representative sample of the discharged product. They will use the sampling device of the vessel.

Connection of loading arms
The staff of TERMINAL INSTALACIJA SERMIN is responsable for connection the arms, with the collaboration of the ship staff.

Discharging
Before start discharging, the ship must be surrounded with floating booms.

After ship composite sample testing completion, if product is in contractual quality specification, the Loading Master confirms that TERMINAL is ready to receive the product and transmit the order to start discharging via radio (VHF ch – 09).

The discharging will start at a diminished rate and pressure. In start the pressure is 3 bar, because the line is pigging and the line is long 3000 m. After one hour of operation at 3 bar and when there is fuel entry in the shore tank, the Loading Master order stop discharging for line Displacement. Cargo Surveyor checks quantity of discharging for line displacement. After line displacement it will go on at agreed parameters (full rate). During discharging period, to be check the pressure at ship's manifold every one hour. The values are written in the pressure log.

During the final phase of discharging, the ship must drain all lines to a single tank and must perform stripping of the content to shore so as to minimize the remaining quantity on board (ROB).

The ship must immediately notify the terminal on completion of discharging, pumps stoppage and valve closure.

5.1.5 Disconnection of loading arms and inspection of tanks

After discharge is finish and valves have been closed, Cargo Surveyor check the tanks with vessel staff. When Surveyor finishes with check the tanks, the terminal staff will drain the content of the ship side portion of the arm (about 800 l per arm) in the ship side. Following arm drainage, the arms will be disconnected by terminal staff.

5.1.6 Documents signing and departure of ship

Following to above operations the Master of the ship will sign the documents that state the discharging completion. After documents signing the agent will start departure procedure.

5.2 LOADING

General information, operations and procedures

5.2.1 Preliminary meeting with the Loading Master and Cargo Surveyor

The Loading Master and Cargo Surveyor(s) will board only after the Operation Permit was issued by Authority.

Loading Master and chief of vessel completed:
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The vessel' representative shall handle them the following documents:

- Ship's particular,
- Copies of pages of Calibration table with the name of the vessel, validity term and draft corrections,
- Copies of certificates of calibration for gauging tape, thermometers, manometers from manifold,
- Vessel experience factor;

5.2.2 *Tank Inspection*

Cargo Inspector will inspect the cargo tank and will issue a Cleanliness Certificate. Terminal representative is not authorized to check the cleanliness of cargo tanks.

5.2.3 Connection of loading arms

The staff of TERMINAL INSTALACIJA SERMIN is responsible for connection the arms, with the collaboration of the ship staff.

5.2.4 Loading

Before start loading, the ship must be surrounded with floating booms.

After issuing of Cleanliness Certificate, the Loading Master confirms that TERMINAL is ready to load the product and transmits the order to start loading via radio (VHF Ch - 09).

Loading begins by gravity and after a few minutes, when shipboard tank product flow confirmation is received, the pump is started. The ship must inform the terminal via VHF that the loading operation shall terminate in 10 minutes time.

Cargo Surveyor check the level in the tanks and order stopping the pump 5 minutes before the end. When the pump is stopped fuel flowing through by gravity, finally stops when the cargo surveyor order the closure of the valves under the arms.

5.2.5 Disconnection of loading arms and inspection of tanks

After Terminal line valves have been closed, loading arms drainage takes place (about 800 l for arm). Following arm drainage, the arms will be disconnected by terminal staff.

Inspection of tanks follows completion of discharge is made by vessel staff and supervised by cargo surveyor.

Samples are collected by ship staff in the presence of cargo surveyor and are sent to the laboratory. In the presence of surveyor representative samples are duly sealed and numbered. Those receiving the samples are the Receivers, the laboratory archives and the surveyor. The samples for the Receivers are delivered by the terminal prior the departure of the ship.

5.2.6 Documents signing and departure of ship

Following to above operations the Master of the ship will sign the documents that state the loading completion.

The cargo loaded will be calculated according to shore measurements and the same figures will be entered on cargo documents.

After documents signing the agent will start departure procedure.

6 EMERGENCY PROCEDURES

6.1 Emergency shut-down

There is emergency shut down button on jetty. The shore emergency shut down signal consist of horn and red light.
If the vessel is in processes and it becomes necessary to initiate a shore emergency shut-down, this is communicated to the dispatcher on duty by radio in VHF 09 in view to stop pumps and to shut the safety valves in terminal.
Jetty personnel should immediately be alerted on the situation occurred. The vessels manifold valves are closed on the terminal' personnel disposal in the same time with the safety valves on jetty.
If the vessel is discharging and it becomes necessary to initiate a shore emergency shut-down, this is communicated to the dispatcher on duty by radio in VHF 09 in view to stop pumps and to close the safety valves on the vessel's board. Jetty personnel should immediately be alerted to take the proper measures.
If in terminal an emergency occurs being necessary pumping stoppage to/from vessel, this is immediately communicated to the dispatcher who inform the vessel and jetty personnel in view to stop pumping and to close the safety valves, on the vessel' board as well.

6.2 Fire or emergency on board

In view to be able to handle any emergency, vessel must comply with the followings:

- Firefighting appliances on the vessel including main and emergency fire pumps shall be kept ready for immediate use.
- Fire hoses of sufficient length to cover the deck area including manifolds shall be run out and connected to the fire main with at least one fire pump maintaining pressure on the main (only vessels without remote control of fire pumps in ships control room.)
- Two portable extinguishers of dry powder type, minimum 12 kilos each, shall be placed by the vessels manifolds during operation.
- An international ship/shore connection shall be available on the vessel's fire main tube in the vicinity of the gangway.
- The Master is responsable for ensuring that the shore firefighting procedures as explained by the shift supervisor prior to commencement of operations are fully understood by all on board.
- The Master is responsible for having enough crew on the vessel' board at all times for effective firefighting and for moving the vessel if so directed by the terminal.
- Should fire or emergency occurs on board, Master shall notify the jetty personnel immediately.
- When a fire occurs all loading/unloading operations shall be stopped.

6.3 Fire or emergency on the terminal

- The vessel will immediately be advised of the emergency location, by the jetty staff or loading master.
- The terminal Emergency alarm signal is: a continuous sounding of the terminals fire siren of about 60 second duration. A quick information from jetty operator or jetty staff to the ship's Master will confirm the emergency in terminal.
- All operations must be stopped immediately. The vessel must be ready to leave terminal.
- The ship, while waiting for instructions to be complied with, which will be communicated by the terminal' representative, the manifold will be prepared for loading arms or hoses disconnecting.
- For personal evacuation, the jetty operators or fire crew will indicate the safety route to the head or to the end of the jetties.

6.4 Pollution and pollution prevention, garbage, oil spill

- A special care must be given when handling cargo and ballast in order to avoid oil spills.

- No oil or water, which might contain oil spills, shall be discharged overboard or allowed to escape overboard. Pumping from bilges, smoke emissions, including scot blowing, is prohibited.

- Any leakage or spillage must be reported immediately to the terminal, and all efforts to recover or limit the spill must be taken.

- Before operations commence, all scuppers at main deck level through which oil could escape (in the event of a spillage), shall be effectively plugged. No leakage or spillage on board shall be swept or allowed to leak overboard.

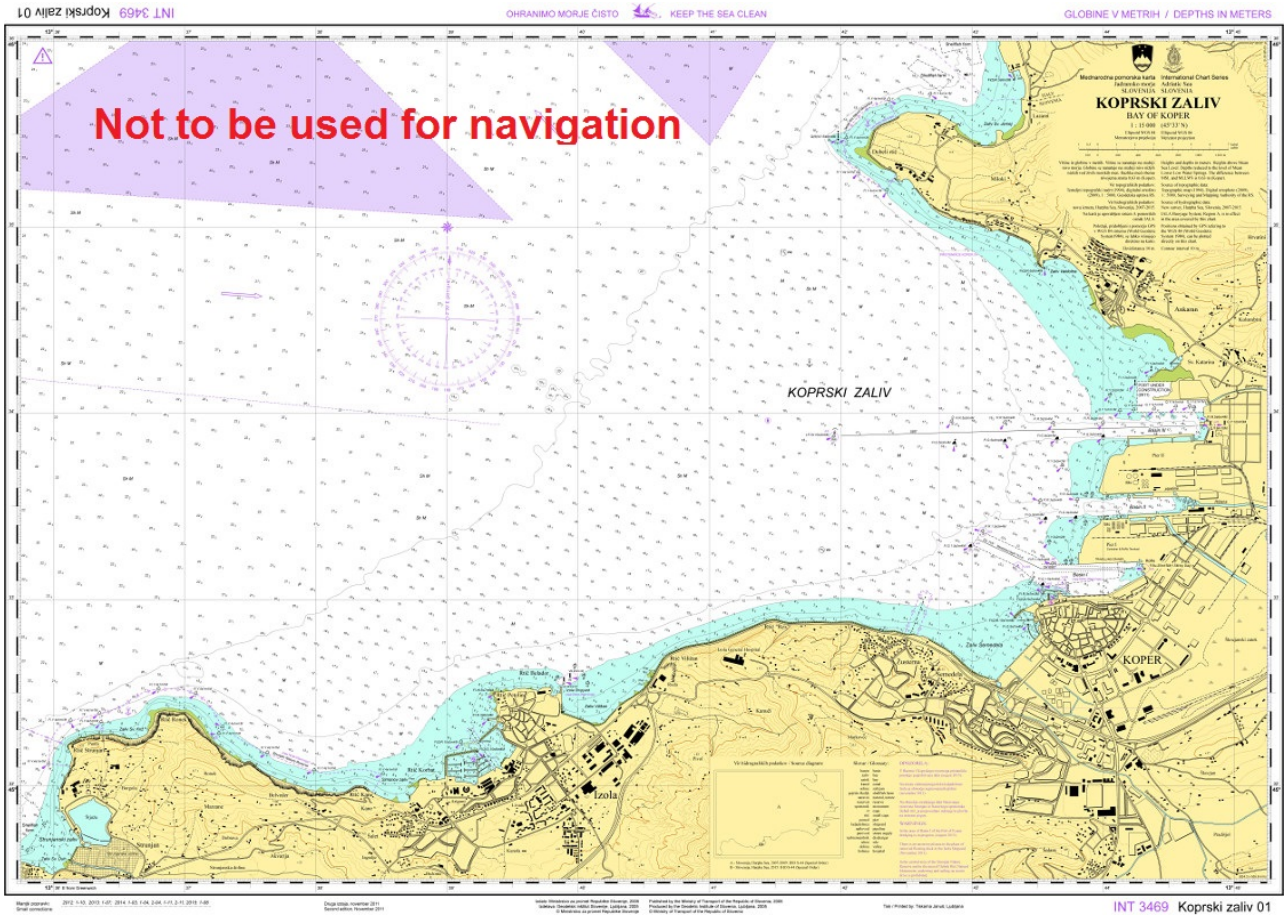
- Accumulations of water on deck may be drained periodically. Scupper plugs must be replaced and secured immediately after the water has been drained off.

- In the event of leakage occurring from a pipeline, valve or loading arm, operations through that connection shall be stopped immediately until the cause has been ascertained and the defect remedied.
- If a pipeline or loading arm has breakages, or in a case of overflow, all cargo operations must be immediately stopped and will not be resumed until the fault has been solved up and all hazards due to the spilled oil eliminated.

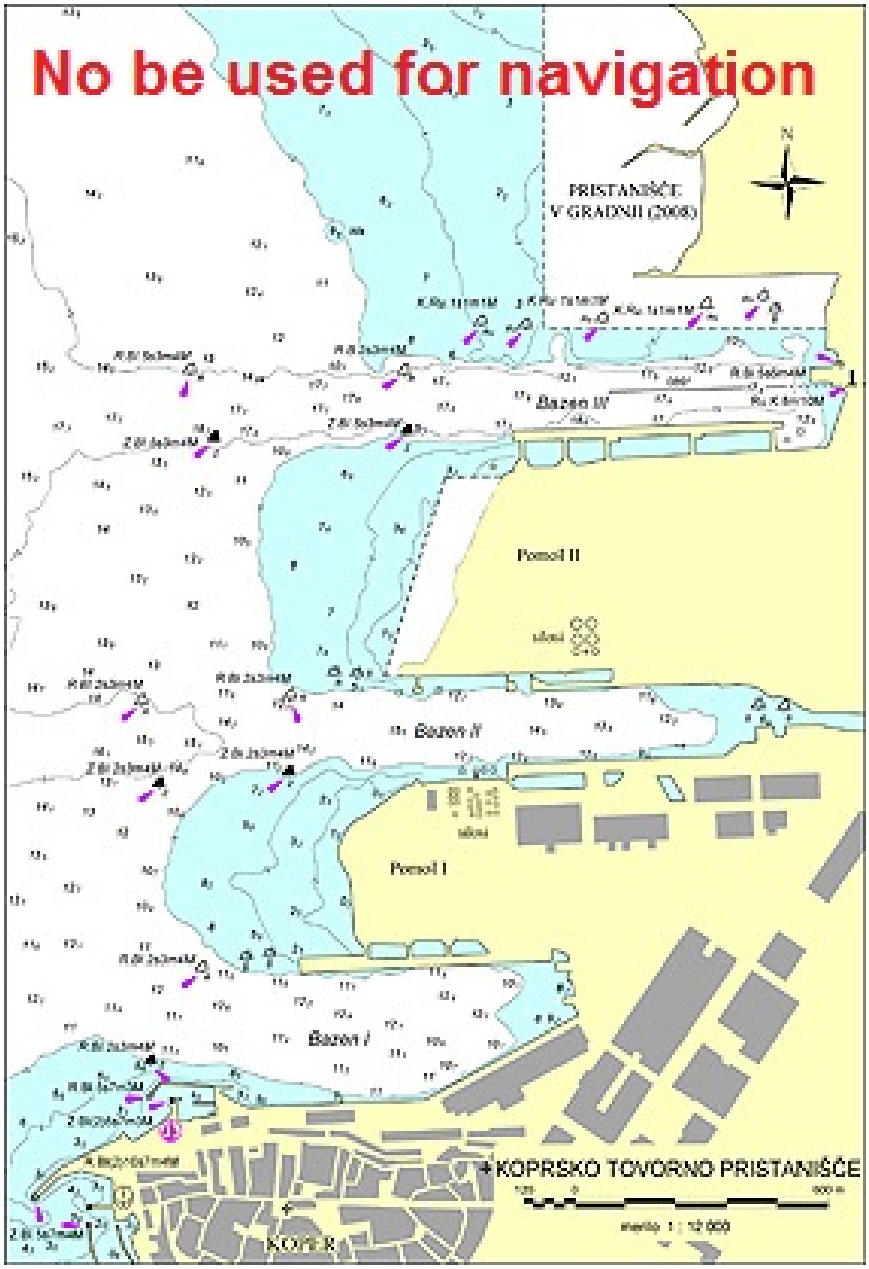
- Any pollution, inclusive oil spill from the vessel, will be reported to the local police, and the vessel will not be allowed to leave the jetty until a necessary bank guarantee is given.

7 NAUTICAL CHARTS

7.1 Bay of Koper



7.2 Port of Koper



Appendix 1

PETROL
Petrol Slovenia Energy Company d.d.Ljubljana
Dunajska cesta 50,1527 Ljubljana,Slovenia

Terminal Instalacija Sermin
Sermin 10a,6000 Koper,Slovenia

SHORE / SHIP AGREEMENTS AND INFORMATION SAFETY LETTER

MT: _____

Date: _____

Time: _____

Cargo: _____

- The JOINT AGREEMENT ON READINESS TO LOAD / DISCHARGE is based on the shore check list and the ship's discharging plan.
- The terminal time for safety operations is 2 hours.
- Ship's are capable of discharging their cargo in 36 hours, including pigging and stripping lines according to terminal safety requirements.
- In case of failure of Inert Gas Plant – Discharge must stop and terminal be advised. The quality of inert gas must be checked.
- All cargo and ballast pumps and stripping equipment must be fully operational, including all associated instrumentation, which must be in compliance with the code of marine practice.
- Wheder condition may require delay, slow down or stoppage of the discharge process.
- Electrical storms – ISGOTT 26.1.3.
- Two jetty personnal will be in charge at jetty 24 hours per day when the ship is berthed and the jetty will maintain its own pressure log.
- The jetty has three loading arms(3x12˝) and 16 – inch line, which will be used to fill_____ _____ (number of tanks to be filled).
- Ship/Shore emergency shutdowns : The ship will use its emergency stop button or _____The shore's automatic valves will sound and display a rotating red light.
- Shore arms will be dreined to the ship's tanks after discharge(by gravity).
- Any unexpected circumstances regarding the ship and/or its cargo will be related to the loading master in written form.
- On behalf of owners and receivers, shore personnal shall protest any deviation from the guidelines regarding the maintaining of pressure and flow rates specified in the shor check list.
- Shore personnal shall protest any pollution caused by the ship or her equipment.

_____ Terminal representative

_____ Master

Date : _____

Appendix 2

PETROL

Terminal Information and Regulation
Instalacija d.o.o. Oil Terminal

SMOKING WARNING

Smoking is strictly prohibited on board tankers alongside, on jetties and within terminal safety zone, except in those enclosed spaces on board ship and shore specifically designated by the master and terminal manager as "Smoking Areas ".

These are located :

(A) _____
(B) _____
(C) _____

Failure to comply with these regulations can involve cessation of cargo operations and/or unberthing, pending complete investigation and receipt of written assurance from the master that effective controls have been established.

The terminal management reserves the right in unusual circumstances to prohibit smoking at any time in any place on or adjacent to the terminal tanker berth during cargo operations.

Terminal Representativ _____

Ship Master _____

Date _____

Appendix 3

PETROL
Petrol Slovenia Energy Company d.d.Ljubljana
Dunajska cesta 50,1527 Ljubljana,Slovenia

Terminal Instalacija Sermin
Sermin 10a,6000 Koper,Slovenia

RECEIPT FOR LOAN OF PORTABLE VHF-SET

One portable VHF- set is delivered to the ship in order to ensure safe contact between the ship and the terminal.

The radio is working on channel 09 and offers contact with the jetty room and with the Shift Supervisor.

If the ship has suitable charging equipment, the battery will be charged onboard, if not, the battery will be charged on request.

After completition of loading / discharging, the radio shall be handled back to the jetty operator unrequested.

MT _____

RADIO No: _____

RECIVED DATE: _____

HOURS: _____

_____

Master/ Ch.off.

RETURNED DATE: _____

HOURS: _____

_____

Terminal Representative

Appendix 4

PETROL
Petrol Slovenian Energy Company d.d. Ljubljana
Dunajska cesta 50, 1527 Ljubljana, Slovenia

Terminal Instalacija Sermin
Sermin 10a, 6000 Koper, Slovenia

SHORE /SHIP SAFETY CHECK LIST

Terminal/ Berth:	Petrol	Port:	Koper
Ship's Name:		Cargo operation:	Loading Discharging
Date of arrival:		Time of arrival:	

INSTRUCTIONS:

The master or officer in charge on the ship must fill this form, sign it and hand it over to the person in charge on the terminal before any kind of cargo handling operations are started.

If an affirmative answer by the ship, shown as a peg, to any single question is not possible, the person in charge on the ship and the parson in charge on the terminal must reach an agreement and write it down on this form or a leaf of paper, and sign it. They must mark the date and time.

The person in charge on the terminal must check the answers and mark this with a peg alongside the ship's peg, which will show that the answer of the ship has been checked, found to be correct and accepted as such.

By signing this form (personally or through an officer in charge) the master warrants that the answers are correct, and in the name of the ship warrants full commercial and property damages that may occur because of an incorrect or untrue answer, or concealed information.

Questions Ship / Terminal				
General	Ship	Terminal	Code	Remarks
1. Is there safe access between ship and shore?			R	
2. Is the ship securely moored?			R	
3. Are emergency towing wires correctly positioned?			R	Lighting and thunderstorm or ship movement
4. Is the ship ready to move under its own power?			PR	
5. Is there an effective deck watch in attendance on board and adequate supervision on the terminal and on the ship?			R	
6. Is the agree ship/shore communication system is operative?			AR	Inform Jetty pars. 00 h - 24 h **System: VHF CH-09** **Back up system: by voice, mutual**
7. Has the emergency signal to be used by the ship and shore been explained and understood?			A	Horn and red light on Jetty
8. Have the procedures for cargo, bunker and ballast handling been agreed?			AR	
9. Have the hazards associated with toxic substances in the cargo being handled been identified and understood?				
10. Has the emergency shutdown procedure been agreed?			A	

Obr.: 0705-002

This Check list is based on the example in ISGOTT (5th edition)

Appendix 4

11. Are fire hoses and fire fighting equipment on board and ashore positioned and ready for immediate use?			R	
12. Are cargo and bunker hoses/arms in good condition, properly rigged and appropriate for the service intended?				
13. Are scuppers effectively plugged and drip trays in position, both on board and ashore?			R	
14. Are unused cargo and bunker connections properly secured with blank flanges fully bottled?				
15. Are sea and overboard discharge valves, when not in use, closed and visibly secured?				
16. Are all cargo and bunker tank lids cased?				
17. Have the operation of the P/V vales and/or high velocity vents been verified using the check lift facility, where fitted?				
18. Are hand torches of an approved type?				
19. Are portable VHF/UHF transceivers of an approved type?				
20. Are the ship's main radio transmitter aerials earthed and radars switched off?				
21. Are electric cables to portable electrical equipment disconnected from power?				
22. Are all external doors and ports in the accommodation closed?				
23. Are air conditioning intakes which may permit the entry of cargo vapours closed?				
24. Are the requirements for use of galley equipment and other cooking appliances being observed?				
25. Are smoking regulations being observed?			R	
26. Are naked light regulations being observed?			R	
27. Is there provision for an emergency escape?			R	
28. The maximum wind and swell criteria for operations has been agreed?			A	Stop cargo at: **6 Bf** / 10,8-13,8 m/s speed Disconnect at: **7 Bf** / 13,9-17,1 m/s speed Unberth at: **8 Bf** / 17,2-20,7 m/s speed
29. Are sufficient personnel on board and ashore to deal with an emergency?				
30. Are adequate insulating means in place in the ship/shore connection?			R	
31. Have measures been taken to ensure sufficient pump room ventilation?			R	
32. If the ship is capable of closed discharging, have the requirements for closed operations been agreed?			R	
33. Where a vapour return line is connected, operating parameters been agreed?			AR	

Obr.: 0705-002

This Check list is based on the example in ISGOTT (5th edition)

Appendix 4

34. Are ship emergency fire control plans located externally?				
35. Is there any water into the ship's cargo tanks in accordance's with the standard?				of quantity of _____ m³
36. Have the procedures for cargo handling been agreed.				
- hose dimension **16"**				
- connection discharging dimension 3 x 12"				
- connaction/loading 1 x 12"				
- handling quantity for each grade **1500 cbm**				
- handling pressure maximum **10 bar**				
- distance for ship to terminal about **3000 m**				
- discharging line with **pigg system**				
- tanks near sea level				
- line displacement	Yes			

REMARKS: _____

STATEMENT / DECLARATION

We declare that we have executed the work necessary for safe cargo handling on the ship and terminal, we have checked all the items in form and each of us has filled it correctly and with care, that all answers match and there are no incongruities and obstacles for safe work.

At the same time the person in charge on the terminal certifies, that the ship has shown him all papers that he has required, and he has found no discrepancies In regard to those.

The person in charge on the ship also certifies, that he has been informed, hat the ship is obliged if WATER, that exceeds standards and regulations will be found in to the shore tanks of Terminal Instalacija Sermin after the cargo handling operations will be concluded, pay to the terminal all incurred costs that result from this. In case water is found the independent measurements **will** be made and the costs that have to be paid by the ship **will** be as per subsequently enclosed invoice, for a.m. water.

For Ship	For Terminal
Name:	Name: Krašovec T. / Cunja A. / Beganović
Rank:	Position: L.M.
Signature:	Signature:

Time _____

Date _____

Country code SLOVENIA: 00386
Area code KOPER: -05
Fire: 66-56-950
H. Police: 113
Emergency: 112
Jetty: 66-82-170
H. Master: 66-32-106, CH 8/16

Obr.: 0705-002

This Check list is based on the example in ISGOTT (5th edition)

Appendix 5

PETROL

PETROL, Slovenian Energy Company d.d. Ljubljana
Dunajska c. 50, 1000 Ljubljana, Slovenia

Terminal Instalacija Sermin

SAFETY REQUIREMENTS FORM

The Master,
M/T .....

Port: KOPER

Dear sir,

Responsibility for the safe conduct of operations on board your ship while at our terminal rests with you as master. Nevertheless, since our personnel, property and other shipping may also suffer damage in the event of accident aboard your ship, we wish, before operations start, to seek your full co-operation and understanding on the safety requirements set out in the Ship/Shore Safety Check List ISGOTT (5th edition).

These safety requirements are based on safe practices widely accepted by the oil- and tanker industries.
We therefore expect you and all under your command to adhere strictly to them throughout your stay alongside this terminal. We for our part, will ensure that our personnel do likewise and co-operate fully with you in the mutual interest of safe and efficient operation.

In order to assure ourselves of your compliance with these safety requirements, we shall, before start of operations and thereafter from time to time, instruct a member of our staff to visit your ship. After reporting to you or to your deputy he will join one of your officers in a routine inspection of cargo decks and accommodation spaces.

Shipping personnel working in the cargo area of tankers moored at "TT" PETROL jetties must wear the following protective equipment:

- Safety helmet
- Safety goggles
- Safety shoes or safety boots
- Fire retardant clothing is recommended, if work is carried out.

Clothing must be such that arms and legs are covered in all cases.
Visitors from outside "TT" PETROL, on their way to or from the ships accommodation, are exempted from the mandatory use of protective equipment.

If we observe any infringement on board your ship of any of these requirements, we shall brings this immediately to the attention of yourself or your deputy for corrective action. If such action is not taken in a reasonable time we shall adopt measures that we consider being the most appropriate to deal with the situation and we shall notify you accordingly.

If you observe any infringement of these requirements by terminal staff, whether on the jetty or on board your ship, please bring this to the notice of our representative who is nominated as your contact during your stay in port. Should you feel that any immediate threat to the safety of your ship arises from any action on our part, or from equipment under our control, you are fully entitled to demand an immediate cessation of operations.

Your senior terminal representative is the Shift Supervisor, his telephone number is +386(0)40-218-405, +386(0)40-218-039, +386(0)70-722-778 or VHF – 09.

In the event of continued or flagrant disregard of these safety requirements by any ship, we to stop all operation and to order that ship off the berth for appropriate action to be owners concerned.

Please acknowledge receipt of this letter by returning the attached copy.

Receipt of this letter is acknowledged Signed Shore .....

Signed Master .....

Date / Time .....

Appendix 6

PETROL

Petrol Slovenian Energy Company d.d. Ljubljana
Dunajska cesta 50, 1527 Ljubljana, Slovenia

Terminal Instalacija Sermin
Sermin 10a, 6000 Koper

Loading/Discharge operations plan

SHIP NAME:	

Bert name:	PETROL					
Shore line to be used	1		Number of arms:			
Max. Draft:	13	m	Size of shore arms:	12	inch	
Max. Backpressure:	10	kg/cm^2	Size of shore line:	16	inch	
Max. Rate:	1500	Cbm/hr	Shoreline length:	3000	m	
Communications:						
VHF shore radio ch:	CH 09		Call Name:	L.M. / Petrol Terminal		
Back up system:	Voice, Mutual					

Weather condition:						
Stop operations:	6	Beaufort	24	kt	12,3	m/s
Disconnect:	7	Beaufort	30	kt	15,5	m/s
Umberting:	8	Beaufort	37	kt	18,9	m/s

ISPS:			
Terminal ISPS level:	LEVEL ONE	Ships ISPS level:	
Emergency signal:			
By Terminal:	Horn and red light	By ship:	

Load / discharge sequence plan					
Line displacement:	YES				
Quantity:	320	Cbm	Stopped by:	SHORE	
Finish cargo stoppage:		SHIP STOP			
Ship tank used:					

Cargo information						
	Cargo	Density	Quantity	VCF	Temp.	
1						
2						

Remarks:
- 3 BAR SLOW RATE ON START FOR 1HR / 15 min
- line displacement SHORE STOP

Loading Master: _____ Chief Officer: _____

Date: _____

Appendix 7

TERMINAL INSTALACIJA SERMIN

JETTY DATA INFORMATION

General Data	Up date at 31.08.2020
Port Name	Port of Koper
Terminal Name/ Berth Name	PETROL - INSTALACIJA
Communication	VHF - 09
Berth Type (SBM, CBM, "T" Jettv, Finger-pier, Alonqside, Sea-Island)	"T" Jetty
Berth Position	45°33'N ; 13°44'E
Lokal Time	GMT+1, Sumer GMT+2
Berth Operater	CFM
Dock water density (salt / brackish / fresh)	1,025kg/dm3
Type of bottom (sand, mud, rock, etc.)	Mud
Average tide height basis MLWS / MHWS	1,1m
Average tide height basis MLWN / MHWN	1,1m

Approaches / Berth Restrictions	
Minimum **water depth** in approaches at chart datum	15 m
Minimum recuired Port/Terminal Under Keel Clearance (UKC) in approaches	1,0 m
Minimum **water depth** alongside berth at chart datum	15 m
Minimum required Port/Terminal Under Keel Clearance (UKC) alongside Berth	1,0 m
Maximum **vessel's draft** permitted alongside at Low Water	13 m
Maximum Vessel Length Overall (LOA)	200 m
Minimum Vessel Length Overall (LOA)	60 m
Minimum Parallel Body Length required forward and aft of manifold centre	17,5 / 17,5
Inert gas system	Compulsory
Wind Limits: Stop cargo at	6 Bf / 24 kt / 12,3 m/s
Wind Limits: Disconnect at	7 Bf / 30 kt / 15,5 m/s
Wind Limits: Unberth at	8 Bf / 37 kt / 18,9 m/s
Freboard restrictions at pier	NIL

Berth Information I Requirements	
Names of cargo suppliers / receivers	**PETROL, OMV**
Types of oils, oil products, qases. chemicals handled at the berth	Gasoil, Unl. Gasoline
Number and size of shore arms / hoses	Arms 3x12"
Loading operation	Arm 1x12"
Handling pressure maximum	10 bar
Handling quantity for each grade maximum	1500 cbm/h
Distance for ship to terminal	3000 m
Diameter of discharging line	16"
Discharging line with PIG SISTEM	YES
Manifold position normally used (port, starboard, stern)	Starboard
Connection of loading arms	Staff of terminal
Emergency shut down procedures	Horn and red light on jetty
Potable water	YES
Is berth fitted with a vapour recovery system	NO
Line Displacement	YES

Country code SLOVENIA: 00386
Area code KOPER 05
Police 113
Emergency 112
Jetty office 003865 66-82-170
H. Master 003865 66-32-106 : VHF - 8/16

TERMINAL REPRESENTATIVE (VHF - 09)

Tomo Krašovec 00386 40 218 405
Aleš Cunja 00386 40 218 039
Tilen Beganovič 00386 70 722 778

Appendix 8

PETROL

FIRE INSTRUCTION NOTICE

FIRE ON YOUR SHIP

- Raise alarm
- Fight fire to prevent spread
- Inform Terminal
- Cease all operations and close all valves
- Stand-by to disconnect hoses / arms
- Make ready to leave the berth

FIRE ON ANOTHER SHIP OR ASHORE

- Raise Alarm
- Stand-by. When instructed
- Cease all operations and close all valves
- Disconnect hoses / arms
- Make ready to leave berth

FIRE ACTION – ASHORE

FIRE ON A SHIP

- Raise alarm
- Contact ship
- Cease all operations and close all valves
- Stand-by to disconnect hoses / arms
- Stand-by to assist fire-fighting
- Inform all ships
- Implement Terminal Emergency Plan

FIRE ASHORE

- Raise alarm
- Cease all operations and close all valves
- Fight fire to prevent spread
- Stand-by to disconnect hoses / arms
- Inform all ships
- Implement Terminal Emergency Plan

IN CASE OF FIRE DO NOT HESITATE TO RAISE THE ALARM

Terminal Fire Alarm

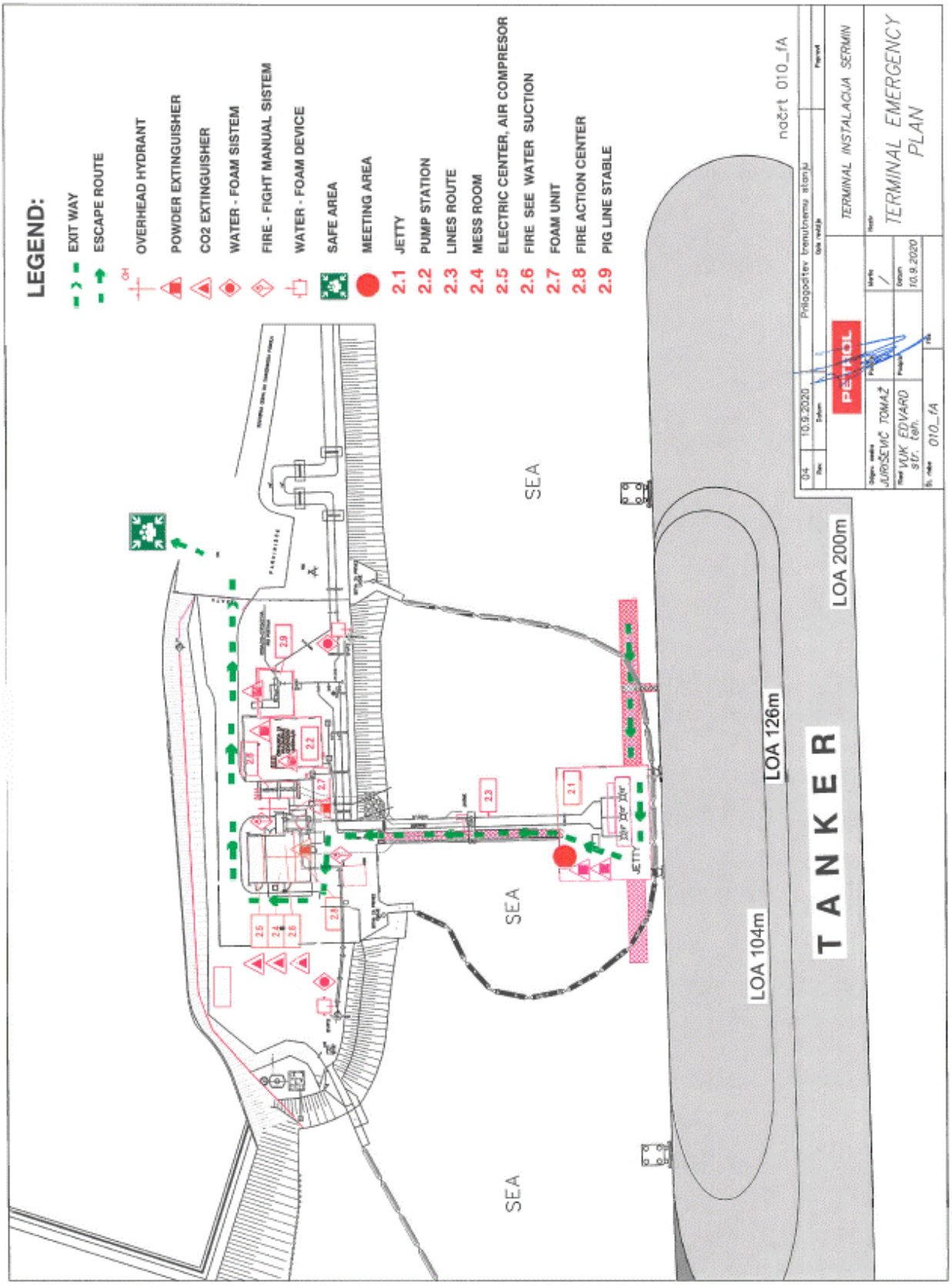
At this Terminal the Fire Alarm is a continuous sound of siren and red light on Jetty.

In Case of Fire:

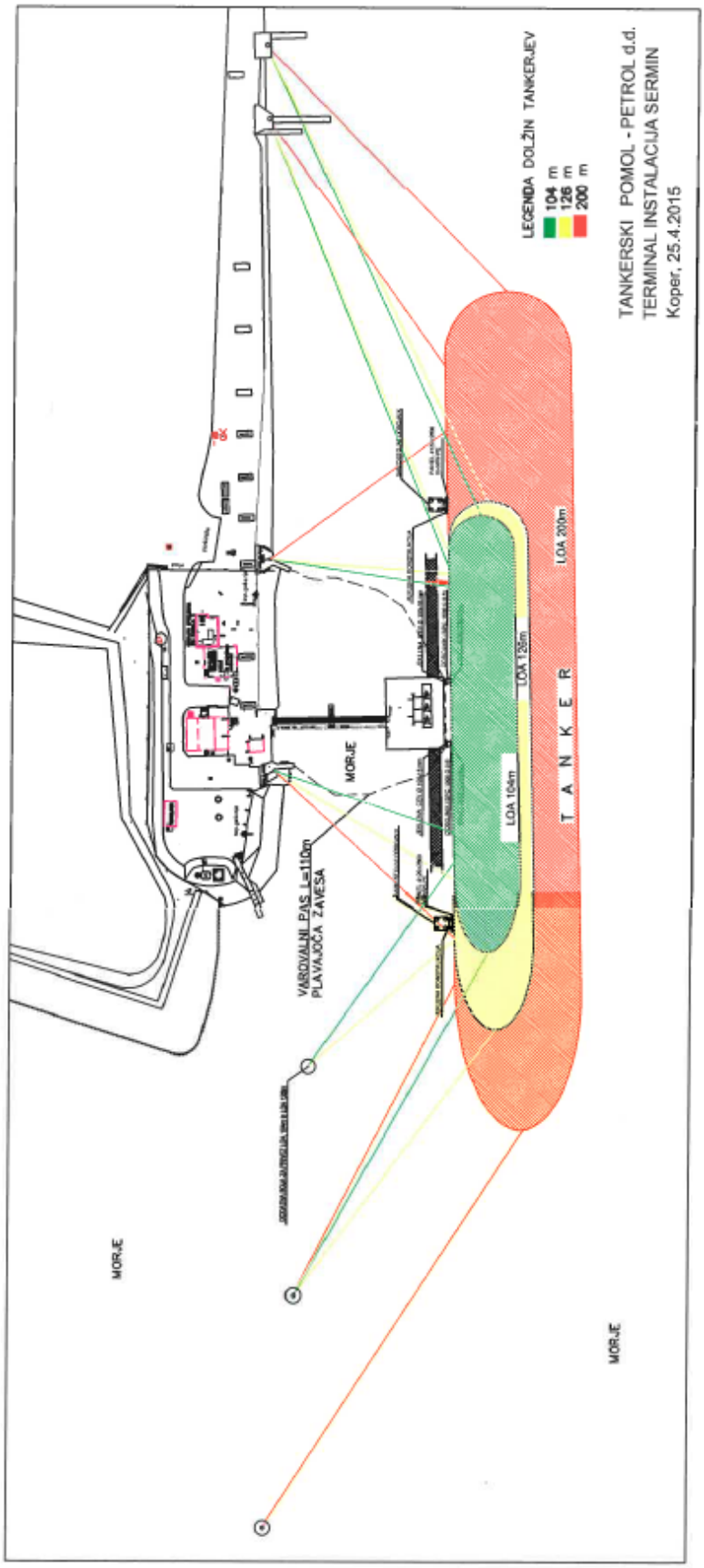
1. Sound at least six (6) blasts on the ship's whistle, where each blast has not less than 10 second of duration and activate a continuous ringing of the ships bells.
2. Contact the directly the terminal or through radio (VHF CH 9) of Control Station.

IN CASE OF FIRE, TERMINAL PERSONNEL WILL DIRECT THE MOVEMENT OF PEOPLE AND EQUIPMENT ASHORE.

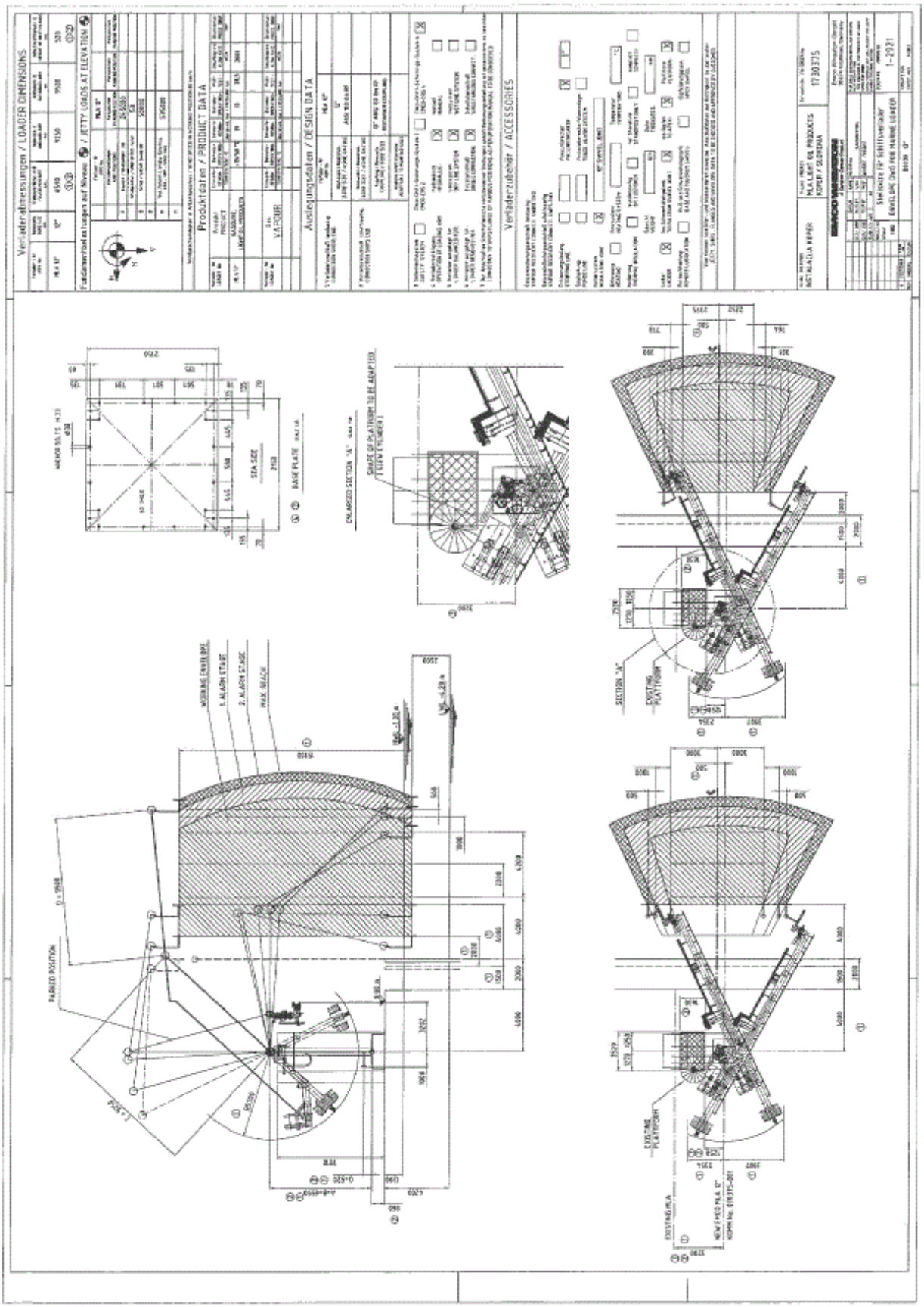
Appendix 9


LEGEND:
EXIT WAY
ESCAPE ROUTE
OVERHEAD HYDRANT
POWDER EXTINGUISHER
CO2 EXTINGUISHER
WATER - FOAM SISTEM
FIRE - FIGHT MANUAL SISTEM
WATER - FOAM DEVICE
SAFE AREA
MEETING AREA
2.1 JETTY
2.2 PUMP STATION
2.3 LINES ROUTE
2.4 MESS ROOM
2.5 ELECTRIC CENTER, AIR COMPRESOR
2.6 FIRE SEE WATER SUCTION
2.7 FOAM UNIT
2.8 FIRE ACTION CENTER
2.9 PIG LINE STABLE
SEA
SEA
SEA
LOA 200m
LOA 126m
LOA 104m
T A N K E R
načrt 010_fA
Prilagojeno trenutnemu stanju
04 10.9.2020
PETROL
TERMINAL INSTALACIJA SERMIN
JURISEMC TOMAŽ
VUK EDVARD str. teh.
10.9.2020
010_fA
TERMINAL EMERGENCY PLAN

Appendix 10


TANKERSKI POMOL - PETROL d.d.
TERMINAL INSTALACIJA SERMIN
Koper, 25.4.2015
LEGENDA DOLŽIN TANKERJEV
104 m
126 m
200 m
LOA 200m
LOA 126m
LOA 104m
T A N K E R
MORJE
VAROVALNI PAS L=110m
PLAVAJOČA ZAVESA
MORJE
MORJE

Appendix 11



Appendix 12

PETROL

Petrol, Slovenian Energy Company, d.d., Ljubljana
Dunajska cesta 50, 1527 Ljubljana, Slovenia
VAT ID: SI80267432, registry number: 5025796

Terminal Instalacija Sermin
Sermin 10a, 6000 Koper, Slovenia
tel.: 00 386 5 668 2100

Potrdilo o prevzemu vode
Fresh water receipt

Potrjujemo dobavo/prevzem naslednje količine pitne vode za:
This is to certify the supply/receipt of the following quantities of fresh water for:

Ladja *Ship* »MT«	Vez : *Berth:* **PETROL TERMINAL**
Pomorski Agent: *Port Agent:*	Datum prevzema: *Date:*
Št. števca : *Counter No.:*	Začetno stanje števca: *Starting state of counter:*
Končno stanje števca: *End state of counter:*	
Začetno stanje števca: *Starting state of counter:*	
Celotna količina: *Total quantity:*	

Za terminal/ *For terminal/* *Name:* _____ *Signature:* _____	Za ladjo/ *For ship/* *Name:* _____ *Signature:* _____ *Stamp*