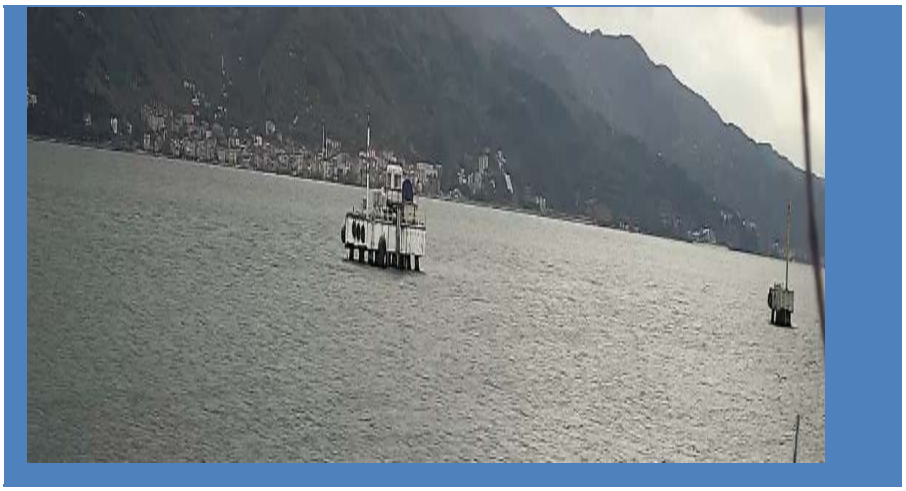
PETLINE TERMINAL
DANGEROUS GOODS HANDLING

GUIDE



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REVISION PAGE

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				Name Surname	Signature
1	**Rev.1**	**Publication of the Directive 22.04.2022**	**17.05.2022**	TURHAN GÜREFEOĞLU	
2	**Rev.2**	1.1Facility Information Form	05.07.2022	Esin ÖZLER	
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		11.22 Line, Tank and Pump Cleaning Procedure	17.08.2022	Esin ÖZLER Turhan GÜREFEOĞLU	
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		11.1 General Layout and Fire Plan of the coastal facility	17.08.2022	Esin ÖZLER Turhan GÜREFEOĞLU	
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1 ENTRY

1.1. The entry and presence of dangerous cargoes in port areas and any consequential handling should be controlled to ensure the general safety and security of the area, the containment of the cargoes, the safety of all persons in or near the port area, and the protection of the environment.

1.2. The safety of life at sea and the safety and security of a ship, its cargo and its crew in a port area are directly related to the care which is taken with dangerous cargoes prior to loading or unloading, and during their handling.

1.3. These Recommendations are confined to dangerous cargoes which are in a port area as part of the transport chain. These Recommendations do not apply to dangerous substances which are used in a port area or are for general storage in the port area, but Governments may wish to control such use and storage by national legal requirements. Should a substance covered by either of these exclusions subsequently be shipped, these Recommendations should then be applied, even though the substance is already in the port area.

1.4. An essential pre-requisite for the safe transport and handling of dangerous cargoes is their proper identification, containment, packaging, packing, securing, marking, labelling, placarding and documentation. This applies whether the operation takes place in a port area or at premises away from a port area.

1.5. Whilst the total transport chain includes inland, port and marine elements, it is essential that every care is taken by those responsible for the matters in 1.4 and that all relevant information is passed to those involved in the transport chain and to the final consignee. Attention should be paid to the possible differing requirements for different modes of transport.

1.6. The safe transport and handling of dangerous cargoes is based on correct and accurate application of regulations for transport and handling of such cargoes and depends on appreciation by all persons concerned of the risks involved and on the full and detailed understanding of the regulations. This can only be achieved by properly planned and carried out training and retraining of persons concerned.

1.7. The codes and guides are under continuous review and are regularly revised. It is essential that only the most up-to-date editions are used. The contents of these codes and guides have been repeated in these Recommendations only to the extent necessary.

1.8. In preparing this guide IMDG CODE, ERG 2012 and IMO 1216 CR. documents have been applied to and the informations are used.

FACILITY INFORMATION FORM

1	Facility operator name/title	Petline Petrol Ürünleri Ticaret A.Ş		
2	Contact information of the facility operator (address, phone, fax, e-mail and web page)	Güney Mh. Nizam Sk. No:15 Körfez/KOCAELİ Tel: 0533 696 0572 turhan.gurefeoglu@petline.com.tr		
3	Facility name	Petline Platform and Pipeline		
4	City where the facility is located	Kocaeli		
5	Contact information of the facility (address, telephone, fax, e-mail and web page)	Güney Mh. Nizam Sk. No:15 Körfez/KOCAELİ Tel: 0262 527 7592 Fax: 0262 527 7593		
6	Geographical region of the facility	Marmara		
7	Port Authority and contact details of the facility	Kocaeli Regional Port Authority Tel: 0262 528 3754 Email : kocaeli.liman@uab.gov.tr		
8	Mayor's Office and contact details of the facility	Korfez Municipality Tel: 0262 528 2302		
9	Name of the Free Zone or Organized Industrial Zone where the facility is located	N/A		
10	Validity date of Coastal Facility Operation Permit/Temporary Operation Permit	Temporary Operating Permit Effective Date 04.07.2025		
11	The operating status of the facility	Own load and additional 3rd party (X)	own burden ()	3rd party (….)
12	Name and surname of the facility manager, contact details (phone, fax, e-mail)	Turhan Gürefeoğlu Güney Mh. Nizam Sk. No:15 Körfez/KOCAELİ Tel: 0533 696 05 72 turhan.gurefeoglu@petline.com.tr		
13	Name and surname, contact details (phone, fax, e-mail) of the dangerous goods operations officer of the facility	Turhan GÜREFEOĞLU Güney Mh. Nizam Sk. No:15 Körfez/KOCAELİ Tel: 0533 696 05 72 turhan.gurefeoglu@petline.com.tr		
14	Name and surname of the Dangerous Goods Safety Advisor of the facility, contact details (phone, fax, e-mail)	Serkan EKİCİ serkanekici@tehlikeler.com 0216 5325503		
15	Marine coordinates of the facility	N 40°44’28’’-E 28°46’34’’		
16	Types of dangerous goods handled at the facility (Loads within the scope of MARPOL Annex-I, IMDG Code, IBC Code, IGC Code, IMSBC Code, Grain Code, TDC Code, asphalt/bitumen and scrap loads)	MARPOL Annex I Attachment 1 (Petroleum/Petroleum Products)		
17	Dangerous goods handled at the facility (loads other than the IMDG Code, among the cargo types in Article 16, will be written separately. The additional cargo request will be submitted to the Affiliated Port Authority with the Annex-1 form and will be added to TYER when deemed appropriate.	Gasoline Diesel		

18	Classes for handled cargo subject to IMDG Code	Class III
19	Groups in the characteristic table for cargo handled subject to the IMBSC Code	N/A
20	Types ofVessels that can approach the facility	Fuel and Chemical Tankers
21	Distance of the facility to the main road (kilometers)	1 km
22	The distance of the facility to the railway (kilometers) or the railway connection (None)	0,5 km
23	Name of the nearest airport and its distance from the facility (kilometers)	Sabiha Gökçen Airport, 60 km
24	Load handling capacity of the facility (Ton/Year; TEU/Year; Vehicle/Year)	200.000 Ton/Year
25	Whether scrap handling is done at the facility	No
26	Is there a border gate? (No)	No
27	Is there a bonded area? (Yes No)	Yes
28	Cargo handling equipment and capacities	1 forklift that can handle loads up to 1800 kg
29	Storage tank capacity (m3)	19.801,94 m3
30	Open storage area (m2)	N/A
31	Semi-closed storage area (m2)	N/A
32	Closed storage area (m^2)	N/A
33	Identified fumigation and/or de-fumigation area (m2)	N/A
34	Name/title contact details of pilotage and tugboat services provider	MARİN Romörkör ve ANKAŞ Klavuzluk A.Ş. Tel: (0212) 243 38 83, +(90) 212 292 07 77 Fax : +(90) 212 243 55 99 Email: info@marintug.com.
35	Has a Security Plan been created? (Yes No)	Yes
36	Waste Reception Facility capacity (This section will be arranged separately according to the waste accepted by the facility)	Waste Type: No — Capacity (m^3):
37	Dock/pier etc. properties of fields	

Dock / Pier No	Height (meter)	Width (meter)	Maximum water depth (metre)	Minimum water depth (metre)	The largest ship tonnage and length to berth (DWT or GRT - meters)
docking dolphin	12	8	10		20.000 DWT
Tying dolphin (2 pcs)	4	4	10		

Pipeline name (if available on site)	Number (piece)	Length (metre)	Diameter of (inç)
PETDZBH01 / PETDZBH02	2	2.874 x 2	6 and 8

1.2 General information of the port facility (Restricted)

1.2 Loading/unloading, handling and storage procedures for dangerous cargoes handled and temporarily stored at the port facility

1.2.1 General

A - Liquid cargoes (Petroleum and Petroleum Products) within the scope of IBC code (Diesel (UN 1202), unleaded gasoline (UN 1203) is being handled at the port facility within the scope of IBC code.

B - Fulfillment of the conditions specified below is provided as regards handling the dangerous cargoes coming to the port facility, keeping them temporarily at the port facility, making their stowage and segregation and storage for safety of the port facility, employees and ships at the port facility.

C - A coordination meeting is being held at least 1 day prior to the acceptance out of routine dangerous cargoes to the port facility and Supply Directorate, Terminal, HSE, TMGD and other related persons participate to the meeting is provided. (The resolution to hold such meeting can be given through the Supply Directorate, Terminal, HSE, TMGD departments regarding the dangerous cargoes handled routinely which are accepted to the port)

D - Following issues will be discussed during the coordination meeting with regard to the dangerous cargo (es) to be accepted to the port:

1. Risk arising from dangerous cargo
2. Interaction with dangerous cargoes existing at the port facility,
3. Interaction with cargoes planned to be accepted to the port facility in the near future,
4. Conditions for stowage
5. Conditions for segregation
6. Requirement of materials and equipment with respect to emergency response
7. Sufficiency of emergency response equipments
8. Interaction with the neighboring area (s)

The issues mentioned herein above are discussed within the scope of current IMDG CODE documents and a management decision for accepting/rejecting are taken.

E - If a decision is taken at the meeting in favor of accepting the dangerous cargo, management, operation, storage, safety and emergency response departments is notified and the necessary preparations and acceptance process is commenced.

F - If it is required to notify the Port authority, the situation is notified to the Port authority in writing by specifying the reasons.

1.3 Procedures for safe handling of liquid bulk dangerous cargoes

1.3.1 Application

Liquid bulk dangerous cargoes are handled at platform within our port facility.

The equipment, number of shifts, team and port are determined during the operations meeting held one day before. SDS of the cargo in ship notification is provided to facility authority or HSE unit by the agency 3 days before.

After the ship is safely tied to the port by the help of pilot and warp, safety investigation is carried out on the ship. If any unsafe situations are observed, notifications are made to the persons responsible for the ship and measures are taken accordingly. Unloading equipment and appropriate pipe selection are made by the person responsible with operations. International Safety Guide for Oil Tankers and Terminals (ISGOTT) Ship/Port Safety Control List is undersigned mutually. A communication network is built between the ship and the port facility.

Employees wait beside the flexible hoses which connected to the ship. They work in cooperation with the ship personnel for the connection of liquid cargo to entry/exit manifolds of the ship.

Appropriate pressure adjustment is made with the ship. Overflow of tanks are avoided and the ship personnel are provided with required information and the line is cut under dangerous situations.

1.3.2 Requirements

Gas detectors which will detect gas leakages to occur at the port facility is kept ready after being calibrated and made ready to use.

The vehicles coming to the loading or unloading platform at the port facility are eliminated from static electricity, flame arrestor apparatus are placed at their exhausts and their earthing shall be made during the loading or unloading at the port facility. Flame arrestor apparatus is provided by the Ground Tanker Operations Unit. Ground tankers which don’t have flame arrestors are not taken to the port facility. This is not required for tankers having ADR standards.

Required notices and warning signs are placed around the area where handling is done. Related personnel wear personal protective clothing and outfit in accordance with work health and safety requirements at dangerous places and under dangerous conditions. Personnel who don’t have protective clothing and adequate equipment in line with their job descriptions and their working areas is not employed.

Periodic repair/maintenance and calibration works of devices to be used are made and certificates, journals or ledgers of records are kept updated.

First aid equipments to be used during intervention are placed at a place known by the personnel which is easily accessible in case of emergency or accidents.

Communication equipments which can be used safely during loading or unloading operations of liquid bulk dangerous cargoes in flammable or explosive environments are used at the port facility.

Flexible hoses used in loading or unloading of liquid bulk dangerous cargoes is controlled a certificate specifying the approval of type as well as pipe type, maximum working pressure of the pipe and production month and year of the pipe. Repair and maintenance works and testing of the said pipes are carried out as per the criteria stated in ISGOTT and relevant records shall be kept. Hoses to be used in loading or unloading operations which are not in service are kept according to the criteria specified by ISGOTT.

Adequate number of electrical insulation flanges for the flexible hoses and loading arms used in loading or unloading operations of liquid bulk dangerous cargoes.

Liquid bulk dangerous cargoes are carried in a manner that prevents any dangerous interaction with incompatible materials in other cargoes.

Shift supervisor of port facility where liquid bulk dangerous cargoes are handled are responsible of notifying issues as regards additional safety and safety measures which have to be taken at port facility.

Operations Officer and Shift Supervisor are responsible from handling of liquid bulk cargoes at our port facility and their duties are specified in quality management system and they act in accordance with the said quality management system.

The master of a ship and the Operations Officer, within their respective areas of responsibility, should have immediately make available the following information with respect to each liquid bulk cargo transported in cargo operations and emergency cases to the port authority and other involved parties:

1.3.2.1.1 Information to be provided by the ship master;

1.3.2.1.1.1 The product name of the dangerous cargo, the UN number (where available) and a description of the relevant physical and chemical properties (including reactivity).

1.3.2.1.1.2 Procedures for cargo transfer, slop transfer, gas-freeing, inerting, ballasting, de-ballasting and tank cleaning.

1.3.2.1.1.3 Information to be provided by Operations Officer;

1.3.2.1.1.4 Information as to specific equipment required for safe handling and loading or unloading of certain cargoes and emergency response procedures including the following issues:

1.3.2.1.1.51) Steps to be taken in cases of pouring or leakage as specified in Emergency Plans,

1.3.2.1.1.62) Measures to be taken to avoid people from contacting dangerous cargoes accidentally within the scope of Emergency Plan and Work Health and Security,

1.3.2.1.1.73) Fire fighting procedures as specified in Emergency Plan and the appropriate communication systems to be used in cases of fire.

1.3.2.1.1.8 It is ensured that, before and during handling and loading or unloading operations of liquid bulk dangerous cargoes at any berth on the shore, appropriate warning notices, preferably pictograms, are placed at all entrances and approaches to the berth.

1.3.2.1.1.9 Continuous communication is ensured during the handling and loading or unloading of dangerous liquid bulk cargos, through Marine Band Channel 16 and from the work channel specified in the protocol and effectiveness of communication is ensured during the cargo operations.

1.3.3 Pipe installations used for liquid bulk dangerous cargoes

Flexible hoses:

1.3.3.1.1 Flexible hoses is used for cargo by considering the temperature and suitability and not be used for other than these cargoes.

1.3.3.1.2 If they are prone to be damaged by impact they are protected accordingly.

1.3.3.1.3 Electrically continuous is provided at pipeline, except for the inclusion of an insulating flange or non-conductive spool piece when used for the transfer of a flammable liquid. The pipeline on the seaward side of the insulating section should be electrically continuous to the ship, and that on the landward side should be electrically continuous to the jetty earthing system. The insulating flange is tested in accordance with chapter 17 of ISGOTT.

1.3.4 Operations Officer will do the following:

Taking adequate precautions to prevent a short-circuit of the insulating section

Inspection and testing the insulating and earthing systems at appropriate intervals to ensure their effectiveness

Taking actions in accordance with appropriate checklists in the International Safety Guide for Oil Tankers and Terminals (ISGOTT).

1.3.5 Sources of Ignition

1.3.5.1 The Operations Officer shall ensure that the ship captain is informed of the conditions that may necessitate taking precautions regarding ignition sources such as ship stoves or cooking utensils on board.

1.3.6 Containment of spillage

1.3.6.1 In the event of an accident, all discharge holes and pipes and all kinds of drains at the interface where dangerous liquid bulk cargoes may leak are closed before the start of the loading / unloading operation of dangerous liquid bulk cargoes, and it is ensured that they are kept closed during the operation. In addition, in case of any cargo spillage, appropriate collection and disposal of the spilled cargo by the shore facility is also provided.

1.3.7 Handling

1.3.7.1 Flexible hoses

1.3.7.1.1 Ship Captain and Operations Officer within their respective areas of responsibility:

.1 ensure that a Flexible hose is not used at any operating pressure other than for loads for which it is suitable, or at any operating pressure for which it is unsuitable with respect to the temperature and suitability of such loads.

.2 It is checked that each type of flexible hose with end fittings has been tested and has a certificate indicating burst pressure.

.3 Before being placed into service, documentation is checked that each flexible hose has been hydrostatically tested in accordance with Administration requirements.

.4 Flexible hoses are visually inspected prior to use. Flexible hoses are inspected at frequent intervals during operation.

.5 Flexible hose, hose type, maximum specified working pressure, and documents showing the month and year of manufacture are kept at the facility.

.6 It has adequate electrical insulation and the length of the flexible hose is sufficient to operate satisfactorily within the defined operating range without overloading the terminal connections.

.7 Flexible hose equipped for handling dangerous liquid bulk cargoes is adequately supervised.

8 To protect the environment, personal safety, and equipment in the event of an emergency, procedures are adequately implemented for leak-proof separation of flexible hose coupling.

1.3.8 Preliminary precautions

The master of a ship and berth operator within their respective areas of responsibility, ensure that cargo handling controls, gauging systems, emergency shutdown and alarm systems, where applicable, have been tested and found to be satisfactory before cargo handling operation begins

The master of a ship and berth operator ensure before liquid bulk dangerous cargoes are pumped into or out of a ship from or into a shore installation agree in writing on the handling procedures including the maximum loading or unloading rates taking into account:

1.3.8.1.1 The arrangement, capacity and maximum allowable pressure of the ship's cargo lines and the shore pipelines;

1.3.8.1.2 The arrangement and capacity of the vapor venting system;

1.3.8.1.3 The possible pressures increase due to emergency shut-down procedures;

1.3.8.1.4 The possible accumulation of electrostatic charge; and

1.3.8.1.5 The presence of responsible persons during start up operations on board ship and ashore

Complete and sign an appropriate safety check list showing the main safety precautions to be taken before and during such handling operations

Agree in writing the action to be taken and the signals to be used in the event of an emergency during handling operations; and

Ensure appropriate safety equipment and clothing are used.

The berth operator should ensure that starter controls on all bulk liquid transfer pumps are locked in the "off" position, or located at a facility accessible only to authorized personnel

The berth operator ensure that starter controls on all bulk liquid transfer pumps are locked in the "off" position, or located at a facility accessible only to authorized personnel.

"Ship/Shore Safety checklist" in International Safety Guide for Oil Tankers and Terminals (ISGOTT) is completed and signed according to "Guidelines for completing Ship/ Shore Safety checklist".

1.3.9 Pumping

The master of a ship and berth operator within their respective areas of responsibility ensure that:

1.3.9.1.1 Frequent checks are made to ensure that the agreed back-pressures and loading or unloading rates are not exceeded,

1.3.9.1.2 All reasonable care is taken to prevent all relevant pipelines, loading arms, Flexible hoses and associated equipment on board the ship and ashore from developing a leak, and that they are kept under adequate supervision during the handling of liquid bulk dangerous cargoes,

1.3.9.1.3 Effective communication between the ship and the shore installations is maintained throughout the handling operations,

1.3.9.1.4 The safety check list is available for inspection throughout the handling operations,

1.3.9.1.5 During the handling of liquid bulk dangerous cargoes, arrangements are made for the gauging of ships' tanks to ensure that no tank is overfilled,

1.3.9.1.6 Responsible persons are present during operations on board ship and ashore,

1.3.10 Completion of operation

The master of a ship and berth operator within their respective areas of responsibility ensure that after the completion of every transfer of liquid bulk dangerous cargoes the valves of the discharging and receiving cargo spaces and tanks are closed and any residual pressure in the relevant pipelines, loading arms and Flexible hoses is released, They also ensure that:

1.3.10.1.1 Prior to the disconnection of the flexible pipelines from the ship it is drained of liquids and the pressure is relieved,

1.3.10.1.2 All safety precautions are taken, including the blanking off of the ship manifold connection and the shore pipeline,

1.3.10.1.3 Appropriate safety equipment and clothing are used.

2 RESPONSIBILITIES

All parties within the dangerous goods transportation activities are obliged to take all necessary measures to transport safely, securely and environmentally friendly, to avoid accidents and to reduce the damage as little as possible, if an accident occurs.

2.1 Responsibilities of the relevant person of the goods

2.1.1 To prepare all necessary documents, information and certificates relating to dangerous goods and provide availability of these documents with the cargo during the transport activities.

2.1.2 Ensure the proper classification, identification, packing, marking and plating of the dangerous goods in accordance with the legislation.

2.1.3 Ensure safe loading, stowage, transport and unloading of dangerous goods in approved and proper package, container and cargo units.

2.1.4 Ensure the training of all relevant personnel on marine risks of dangerous cargo, safety precautions, safe operation, emergency measures, safety and so on and keep training records.

2.1.5 Provide necessary safety measures for improper, unsafe or risk-posing hazardous substances.

2.1.6 Provide the necessary support and information to the relevant persons in case of emergency or accident.
2.1.7 Inform the administration on dangerous goods accidents occurred in the area of responsibility.
2.1.8 Present the requested information and document in the inspections carried out by the Authorities and provide the necessary cooperation.

2.2 Responsibilities of the port facility operator

2.2.1 Ensure appropriate, secured, safely land and connection.
2.2.2 Ensure proper and safe entrance-exit system between the ship and shore.
2.2.3 Provide training for personnel working in loading, unloading and handling operations of the dangerous goods.
2.2.4 Ensure proper and safe transport, handling, separation, stowing, temporary stock and inspection of the dangerous goods in the operation field by qualified, trained personnel who has taken the job security measures.
2.2.5 Request all necessary documents relating to dangerous goods from the relevant person of the cargo and ensure its availability with the cargo.
2.2.6 Keep an updated list of all dangerous goods in the business field.
2.2.7 Provide training for all personnel on the risk of handled dangerous goods, safety measures, safe operation, emergency measures, safety and so on and keep training records.
2.2.8 Check the documents regarding to appropriate identification of hazardous substances delivered to the facility, correct use of shipping names of dangerous cargo, certification, packaging, labeling and declaration, inspection on loading and transport of dangerous goods in the certified and proper package, container or cargo unit in a safety way and reporting of inspection results.
2.2.9 Provide necessary safety measures for improper, unsafe or risk-posing hazardous substances and notify the port authority.
2.2.10 Provide emergency arrangements and ensure that all persons informed about these issues.
2.2.11 Inform the port authority on the dangerous goods accidents occurring in the area of responsibility.
2.2.12 Provide necessary support and cooperation for the inspections made by the authorities.
2.2.13 Execute the activities related to hazardous substances in the docks, wharves, warehouses which are established for this purpose.
2.2.14 Provide proper installation and equipping for the docks and wharves separated for ships and marine vessels which load and unload petroleum and petroleum products.
2.2.15 Provide transportation of the dangerous goods, which are not proper for temporary stay and not allowed, out of the port facility as soon as possible without waiting.
2.2.16 Not allow the ships and vessels carrying hazardous goods to edge in with the dock and pier without permission from the port authority.
2.2.17 Prepare emergency evacuation plan for the evacuation of the ships and boats from the port facilities in case of emergency.

2.3 Responsibilities of the ship's master

2.3.1 Ensure that the ship, equipment and devices are in good condition for dangerous good transport.

2.3.2 Demand all necessary documents, information and certification relating to dangerous goods and ensure their availability with the goods..

2.3.3 Ensure that the safety measures related to loading, stowing, separating, handling, transport and unloading of the dangerous goods in his ship and take necessary inspection and controls.

2.3.4 Check the compliance of identification, classification, certification, packaging, marking, declaration, loading and transport of the approved and proper package, container and cargo unit in a safety means.

2.3.5 Ensure that the crew is trained and informed on the risks, safety precautions, safe operation, emergency measures and similar issues of the loaded and unloaded dangerous goods.

2.3.6 Ensure that the persons, who are qualified and have necessary training on the loading, transport, unloading and handling of the dangerous goods, work by taking job safety measures.

2.3.7 Not crossing the boards assigned to himself, not anchoring, not edging with the pier and docking without the consent of the oırt authority.

2.3.8 Apply all rules and measures during sailing, maneuvering, mooring, berthing and leaving for the safe transport of dangerous goods..

2.3.9 Ensure safe entry and exit between the ship and the dock..

2.3.10 Inform the crew on the applications, security procedures, emergency measures and intervention methods related to dangerous goods in the ship..

2.3.11 Possess the updated list of the dangerous goods in the ship and declare them to the authorities.

2.3.12 Take the necessary safety measures for illegitimate, improper, unsafe, risk-posing for ship, persons or environment and report the case to the port authority..

2.3.13 Report the dangerous goods accident in the ship to the port authority.

2.3.14 Provide the necessary support and cooperation for controls made by the authorities.

2.4 Responsibilities of the Dangerous Goods Safety Consultant

Will start working after the date of January 1, 2018.

2.5 Responsibilities of 3rd party, cargo / ship broker etc. operating in the port facility

2.5.1 Ensure that their personnel participating in the port facility has necessary training specified in the 27.03.2013 dated No. 79462207/315 Circular of the Authority,

2.5.2 Comply with the requirements set out in the IMDG Code,

2.5.3 Comply with the procedures for Hazardous Goods Guide and Hazardous substances formed by the port facility,

2.5.4 Handling, transport and storage of hazardous substances in the port facility and report any violation to the relevant authority,

2.5.5 Submit the (SDS) Form, which constitutes an integral part of the operations for the elimination of the Occupational Health and Safety risks that

may occur during the use and storage of dangerous substances and prepared to inform the users accurately and adequately, to the port facility and Port Authority.

3 POLICIES/APPLIED RULES AND MEASURES TO BE FOLLOWED BY PORT FACILITY

The rules and measures given in this chapter are elaborated in Chapters 1,4,6,7,8,9 and 10 under Hazardous Material Emergency Plan and Accident Prevention Policy. The requirement for infrastructure is met by our port facilities.

3.1 Berthing

3.1.1 Adequate and safe mooring facilities are provided; and
3.1.2 Adequate safe access is provided between the ship and the shore.

3.2 Supervision

3.2.1 The port operator ensure that areas cargo transport units are kept are properly supervised and cargo transport units are regularly inspected for leakage or damage. Any leaking package or cargo transport units should only be handled under the supervision of a responsible person.
3.2.2 The person concerned is aware of the possible hazards arising from the presence of the dangerous cargoes.
3.2.3 Any equipment which is used for handling and stowing processes and driven with or without power are checked and inspected to ensure that it is manufactured in accordance with the manufacturer's instructions and exists in good operating conditions and in compliance with proper standards.

3.3 Safe handling and segregation

3.3.1 A port operator transporting or handling dangerous cargoes should appoint at least one responsible person who has adequate knowledge of the national or international legal requirements concerning the transport and handling of dangerous cargoes, including the segregation of incompatible cargoes.(01 January 2018)

3.4 Emergency procedures

3.4.1 The port operator s ensure that appropriate emergency arrangements are made and brought to the attention of all concerned. These arrangements should include:
3.4.1.1 The provision of appropriate emergency alarm operating points;
3.4.1.2 Procedures for notification of an incident or emergency to the appropriate emergency services within and outside the port area;
3.4.1.3 Procedures for notification of an incident or emergency to the port authority and port area users both on land and water;
3.4.1.4 The provision of emergency equipment appropriate to the hazards of the dangerous cargoes to be handled;
3.4.1.5 Co-ordinated arrangements for the release of a ship in the case of an emergency; and
3.4.1.6 Arrangements to ensure adequate access/egress at all times.

3.4.2 The port operator should consider the necessity of arrangements for a safe and quick emergency escape, taking into account the nature of the dangerous cargoes and any special conditions.

3.4.3 The "Medical First Aid Guidelines (MFAG)" annexed to IMDG Code shall be used to provide with those persons effected from damages caused by hazardous loads with medical first aid in case of any health issues occurring in consequence of accidents involving such loads.

3.4.4 "Emergency Schedules (EmS)" annexed to IMDG Code shall be used for any emergencies involving hazardous loads.

3.4.5 In case of any emergencies or accidents, the first aid material to be used for response shall be kept in easily accessible locations known to personnel.

3.5 Emergency information

3.5.1 The port operator ensure that a list of all dangerous cargoes in the warehouses, sheds or other areas, including the quantities, and if appropriate Proper Shipping Names, correct technical names (if applicable), UN numbers, classes or, when assigned, the division of the goods, including for class 1, the compatibility group letter, subsidiary hazard classes (if assigned), packing group (where assigned) and exact location is held readily available for the emergency services.

3.5.2 The port operator ensure that the responsible person for a warehouse, shed or area, where dangerous cargoes are handled, is as far as possible aware of the status of occupancy with the dangerous cargoes in his area and is available in case of emergencies.

3.5.3 The port operator ensure that the person responsible for cargo handling operations involving dangerous cargoes has the necessary information on measures to be taken to deal with incidents involving dangerous cargoes and that it is available for use in emergencies.

3.5.4 Electronic or other automated information processing or transmission techniques provided to provide access to information.

3.5.5 Data sheets of hazardous materials shall normally be kept by the manufacturers of chemicals. Emergency response information and electronic databases shall be available and used in case of direct access to information.

3.5.6 The port operator ensure that the port or berth emergency response procedures and port or port emergency telephone numbers are placed at prominent locations within or at warehouses, sheds or areas where dangerous cargoes are transported or handled.

3.5.7 The port operator ensure that fire-fighting and pollution-combating equipment and installations are clearly marked as such and notices drawing attention to them are clearly visible at all appropriate locations.

3.5.8 The port operator should inform the master of any ship carrying or handling dangerous cargoes of the emergency procedures in force and the services available at the port.

3.6 Fire precautions

3.6.1 The port operator ensure that:

3.6.1.1 All parts of the port and any ship moored to it are at all times accessible to emergency services;

3.6.1.2 Audible or visual alarms for emergency use are installed in the area or other means of rapid communication with emergency services are available;

3.6.1.3 The handling of dangerous cargoes are kept clean and tidy;

3.6.1.4 Before dangerous cargoes are handled, the master of a ship is informed of the location of the nearest means of summoning emergency services; and

3.6.1.5 the lighting and other electrical equipment in areas where dangerous cargoes are present on the port is of a type safe for use in a flammable or explosive atmosphere.

3.6.1.6 Places where smoking is prohibited are designated; and

3.6.1.7 Notices in a pictogram form prohibiting smoking are clearly visible at all locations and at a safe distance from places where smoking would constitute a hazard.

3.6.1.8 The port operator ensure that equipment used in an area or space where a flammable or explosive atmosphere may exist or develop, is of a type safe for use in a flammable or explosive atmosphere and used in such a manner that no fire or explosion can be caused.

3.6.1.9 The port operator ensure that only portable electrical equipment of a type safe for use in a flammable atmosphere is used in an area or space in which a flammable atmosphere may occur.

3.6.1.10 The port operator ensure that electrical equipment on a wandering lead is not used in areas or spaces where a flammable atmosphere may occur.

3.7 Fire fighting

3.7.1 The port operator ensure that adequate and properly tested fire-fighting equipment and facilities are provided and readily available in accordance with the requirements of the regulatory authority in areas where dangerous cargoes are transported or handled.

3.7.2 The port operator ensure that personnel involved in the handling or transport of dangerous cargoes are trained and practised in the use of fire-fighting equipment in accordance with the requirements of the regulatory authority.

3.8 Environmental precautions

3.8.1 The port operator ensure that dangerous cargoes are only handled in areas which comply with the requirements of the regulatory authority.

3.8.2 Necessary actions shall be taken so that soil, water or areas of water discharge is/are not contaminated with any hazardous materials handled at onshore facilities. Additionally, these actions shall be applied for the piping line used during the handling of hazardous materials and for areas with conveyor system.

3.8.3 The capability to remove any contaminated bilge water, dirty ballast, sludge, slope and load waste from the vessel shall be provided.

3.9 Pollution combating

3.9.1 The port operator ensure that adequate equipment is available to minimize the damage in case of a spillage of dangerous cargoes.

3.9.2 The equipment includes petroleum dispersion preventive fences, condensate lids, absorbing and neutralizing agents as well as cleaning agents and portable collection basins.

3.9.3 The port operator ensure that personnel involved in the transport and handling of dangerous cargoes are trained and practised in the use of pollution combating equipment and facilities in accordance with the requirements of the regulatory authority.

3.10 Reporting of incidents

3.10.1 The port operator, within his area of responsibility, ensure that, if an incident occurs during the handling of dangerous cargoes which may endanger the safety or security of persons, of ships within the port, of the port or of any other property, or the environment, the person having charge of the handling immediately causes the operation to be stopped, if it is safe to do so, and prevents it being resumed until appropriate safety measures have been taken. The port operator should require every member of his personnel to report, to the person having charge of the operation, any such incident they see to occur during the handling of dangerous cargoes.

3.10.2 For the purposes of responding quickly and effectively; the short and proper description of the event should be communicated to the emergency center as soon as possible to treat the injured personnel and mitigate any potential damage.

3.10.3 The port operator ensure that any incident involving dangerous cargoes which may endanger the safety or security of persons, or of ships within the port or of the port or of any other property or the environment is reported immediately to the port authority.

3.10.4 The port operator ensure that any damaged or leaking package, unit load or cargo transport unit containing dangerous cargoes is reported immediately to the port authority and that suitable remedial action is taken

3.11 Inspections

3.11.1 The port operator, where appropriate,:

3.11.1.1 Check documents and certificates concerning the safe transport, handling, packing and stowage of dangerous cargoes in the port area at the time of receipt;

3.11.1.2 Check, by external examination, the physical condition of each freight container, tank-container, portable tank or vehicle containing dangerous cargoes for obvious damage affecting its strength or packaging integrity and for the presence of any sign of leakage of contents.

3.11.2 The port operator make such checks regularly to ensure implementation of the safety precautions in the port area and the safety of transport.

3.11.3 If any of the checks mentioned above reveal deficiencies which may affect the safe transport or handling of dangerous cargoes the port operator should immediately advise all parties concerned and request them to rectify all deficiencies prior to any further transport or handling of dangerous cargoes.

3.11.4 The port operator provide that every necessary support will be given to the port authority or any other person or institution entitled to carry out inspections when they intend to carry out an inspection of dangerous cargoes.

3.12 Hot work and other repair or maintenance work

3.12.1 The port operator ensure that no repair or maintenance work resulting in non-availability of the emergency/fire equipment required by these Recommendations is carried out at the port without prior permission of the port authority.

3.12.2 "Hot works" planned to be carried out on board are not allowed.

3.13 Contaminated wastes

3.13.1 The port operator should ensure that wastes contaminated with dangerous cargoes are immediately collected and disposed of in accordance with the requirements of the regulatory authority.

3.14 Alcohol and drug abuse

3.14.1 The port operator, within his area of responsibility, ensure that no person under the influence of alcohol or drugs is allowed to participate in any operation involving the handling of dangerous cargoes.

3.14.2 Any such persons always are kept clear of the immediate areas where dangerous cargoes are being transported or handled.

3.15 Weather conditions

3.15.1 The port operator, within his area of responsibility, do not permit dangerous cargoes to be handled in weather conditions which may seriously increase the risk.

3.15.2 Any hazardous liquid bulk loads are not carried in rainy weather involving thunderstorms.

3.16 Lighting

3.16.1 The port operator, within his area of responsibility, ensure that areas where dangerous cargoes are handled or where preparations are being made to handle dangerous cargoes and access to such areas are adequately illuminated.

3.17 Handling equipment

3.17.1 The port operator, within his area of responsibility, provide that all equipment used in the handling of dangerous cargoes is suitable for such use and used only by skilled persons.

3.17.2 The port operator, within his area of responsibility, provide that all cargo handling equipment is of an approved type where appropriate, properly maintained and tested in accordance with national and international legal requirements.

3.18 Protective equipment

3.18.1 The port operator, within his area of responsibility, ensure, when necessary, that a sufficient quantity of appropriate protective equipment is available to all personnel involved in the handling of dangerous cargoes.

3.18.2 Such equipment should provide adequate protection against the hazards specific to the dangerous cargoes handled and should be of an approved type or made in conformity with an approved standard.

3.19 Communications

3.22.1 The port authority ensure that every ship engaged in the transport of dangerous cargoes can maintain effective communications with the port authority. When appropriate and practicable such communications should be carried out by VHF in accordance with the provisions of SOLAS regulation IV/7 and complying with the performance standards set out in IMO Assembly resolution A.609(15) and the requirements of the regulatory authority.

3.20 Areas

3.20.1 Dangerous cargo areas

Dangerous cargo areas should, where possible, be located so that management and/or security personnel may keep them under continuous observation. Otherwise, an alarm system may be provided or the spaces inspected at frequent intervals.

The spaces should enable an adequate segregation of dangerous cargoes in accordance with the legal requirements of the regulatory authority.

The areas where hazardous materials are handled shall be provided with facilities of entrance to and exit from the same to allow for response to emergencies or the access roads to those units carrying loads that contain hazardous materials shall be kept open, if any hazardous materials are stowed or stored on the entire site and the site shall be furnished with systems that are capable of providing emergency facilities for rapid response.

3.20.2 Reception facilities

Exempt from accepting activities as Slope, bilge, sludge, waste oil, sewage, trash

3.21 Training

3.21.1 The personnel who are in charge of actions and operations for the loading/unloading of hazardous materials at the onshore facility shall be provided with training on emergencies (fire, explosion, leakage etc.) and response, occupational health and safety, ISPS code security awareness and safety in line with their job descriptions and fields of work.

4 CLASSIFICATION OF DANGEROUS GOODS, HANDLING, LOADING / UNLOADING, HANDLING, SEPARATION, STACKING AND STORING

4.1 Classification of Dangerous Goods

NAME OF THE PRODUCT	UN CODE	CLASS
Diesel	UN 1202	3
Unlead Gasoline	UN 1203	3

4.2 Dangerous Goods Packing and Packages

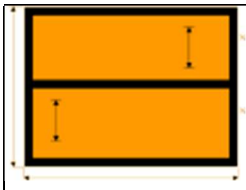
We handle hazardous material as liquied bulk cargo in our facility.

4.3 Dangerous Goods Marking, Labels, Placards.

Class 3 – Flammable Liquids

 	Symbol – flame in black and white color Background – red color Text – Flammable Liquid (optional) Number 3 – in the bottom corner

Other labels

	Orange-colored plates, with hazard-identification number and UN Number

Placards for Marine Pollutants

	Packages and cargo transport units containing dangerous substances which are classified by the IMDG Code as “marine pollutants”, must have the markings shown here, which must be durable. They must be placed close to the risk labels or risk placards of the goods. The dimensions of the marine pollutant markings must be a minimum of 10 cm per side for packages and 25 cm per side for cargo transport units.

4.4 Packaging and Approval Marking.

NAME OF THE PRODUCT	UN CODE	CLASS	Marking	Packing Group
Diesel	UN 1202	3		PG III
Unlead Gasoline	UN 1203	3		PG II

4.5 Segregation and Separation

Only Class 3 products are handled. Segregation and Separation are not applied.

4.6 Dangerous Goods Documentation

Information which must be included in the Dangerous Goods Transportation Document:

The shipping name or correct technical name (no commercial names will be accepted)

The Class and Division when applicable. The Class or Division can be included in the risk class number. The compatibility group will also be indicated in goods from class 1; and in the case of gases involving secondary risks, information will be extended to indicate such risks

The United Nations number preceded by the letters UN

The packing group when assigned

The number and types of bundles, as well as the total quantity of dangerous goods per volume or mass

The flashpoint for materials having a flashpoint the same or lower than 61o C

The subsidiary risks not indicated in the shipping name

When applicable, the goods shall be identified as “Marine Pollutant”

Empty means of containment, which contain the residue of dangerous goods shall be described as such, for example, by placing the words “Empty”, “Uncleaned” or “Residue Last Contained” before or after the proper shipping name

For dangerous goods in limited quantities, the phrase “Dangerous Goods in Limited Quantity” shall be included

A statement signed in the name of the consignor, saying that the goods are correctly described, classified, packed, marked and labeled and that its conditions are appropriate for transport

5 HANDBOOK OF DANGEROUS GOODS

Dangerous cargo shipment / discharge with handling and port facilities in the temporary storage activities in order to contribute to the fulfillment of these activities in a safe manner;

- Dangerous Goods classes,
- Packages of dangerous substances,
- Packaging,
- Labels,
- Signs and packaging group,
- Ship and port seperation table according to the class of dangerous goods,
- Warehouse / port separation distance of dangerous goods storage,
- Seperation terms,
- Dangerous cargo documentation,
- Loads containing dangerous emergency action flowchart issues,

Prepared as Hazardous Material Handbook in the size of a pocketbook and given as annexed hereto

6 PROCEDURES FOR THE OPERATION

6.1 Prosedure of ships carrying dangerous goods safely Berthing, loading / unloading, shelter or anchorage during the day and at night

6.1.1 Direct when and where a ship, having any dangerous cargoes on board, should anchor, moor, berth or remain within the port area, taking into consideration relevant matters such as the quantity and nature of the dangerous cargoes involved, the environment, the population, the weather conditions;

6.1.2 Direct, in an emergency, a ship having any dangerous cargoes on board to be moved within the port area, or to be removed from the port area having due regard to the safety of the ship and its crew; and

6.1.3 Attach such requirements to any such directions as are appropriate to local circumstances and the quantity and nature of the dangerous cargoes involved.

6.1.4 The port operator ensure that:

6.1.4.1 adequate and safe mooring facilities are provided; and

6.1.4.2 adequate safe access is provided between the ship and the shore.

6.2 Procedure of according to the seasonal conditions additional measures that Loading/Unloading, limbo operation of dangerous goods should be taken by port facilties

6.2.1 Bulk liquid cargos are not made in open storages where they will react dangerously when raining, in the event of stormy weather or contact with water.

6.3 Procedures on keeping any inflammable, combustible and explosive materials away from operations which cause or are likely to cause sparking and abstaining from operating any tools, apparatus or device which cause or are likely to cause sparking in areas where hazardous materials are handled, stowed and stored

6.3.1 Before starting any hot work, on a port, the responsible person of the company to carry out the hot work shall be in possession of a written authorization to carry out such hot work issued by the port authority. Such authorization should include details of the specific location of the hot work as well as the safety precautions to be followed.

6.3.2 In addition to the safety precautions required be the port authority, before starting any hot work, the responsible person of the company to carry out the hot work together with the responsible person(s) of the ship and/or port, should add any additional safety precautions required by the ship and/or port.

6.3.3 These should include:

6.3.3.1 The examination, and frequency of re-examination of local areas and adjacent areas, including tests, carried out by accredited testing establishments, to ensure the areas are free, and continue to be free, of flammable and/or explosive atmospheres and, where appropriate, are not deficient in oxygen;

6.3.3.2 The removal of dangerous cargoes and other flammable substances and objects away from the working and adjacent areas. This includes scale, sludge, sediment and other possible flammable material;

6.3.3.3 Efficient protection of flammable structural members, e.g. beams, wooden walls, floors, doors, wall and ceiling coverings against accidental ignition; and

6.3.3.4 The sealing of open pipes, pipe lead-throughs, valves, joints, gaps and open parts to prevent the transfer of flames, sparks and hot particles from the working areas to adjacent or other areas.

6.3.4 A duplicate of the hot work authorization and safety precautions should be posted adjacent to the work area as well as at each entrance to the work area. The authorization and safety precautions should be readily visible to, and clearly understood by, all persons engaged in the hot work.

6.3.5 While carrying out hot work it is essential that:

6.3.5.1 Checks are carried out to ensure that conditions have not changed; and

6.3.5.2 At least one suitable fire extinguisher, or other suitable fire-extinguishing equipment is readily available for immediate use at the location of the hot work.

6.3.6 During hot work, on completion and for a sufficient time after completion of such work, an effective fire-watch should be maintained in the area of the hot work as well as adjacent areas where a hazard resulting from the transfer of heat may be created.

6.3.7 Additional valuable guidance on hot work procedures may be found In particular, the International Safety Guide for Oil Tankers and Terminals (ISGOTT) and Permission to Work on the facilities and platform in accordance with the Work Permit Procedure are consulted.

6.3.8 In addition, Port Facility Occupational Safety Procedures is followed

6.4 Procedures on fumigation, gas measurement and degasification

N/A

7 Documentation, Control And Record

7.1 Procedures regarding to all necessary documents, information and certification relating to dangerous substances and their procurement and control by the relevant persons

7.1.1 The following documents related to hazardous substances are kept up to date.

IMDG Code International Maritime Dangerous Goods Code

MARPOL 73/78 International Convention for the Prevention of Pollution from Ships, 1973/78 as amended

S O L A S 74 International Convention for the Safety of Life at Sea, 1974 as amended

ISGOTT International Safety Guide for Oil Tankers and Terminals

7.1.2 The Operational Division for Hazardous Materials handled by our Port

arriving at the port,

shipped from the port,

stored at the port, and

stored at the port on a temporary basis

develop all records fully and keep the same for submission upon request regarding any hazardous materials

The records of hazardous materials are limited to the personnel who need to know the same.

7.2 Procedures of keeping a regular and accurate current list of all hazardous substances in the coastal facility area and other relevant information.

7.2.1 Records of dangerous cargo handled in our port will be kept by the Operations department to include the following information.

- Number,

- PSN name (Proper Shipping Name,
- Class (with lower hazards)
- Marine Pollutant or otherwise
- Receiver,
- Shipper,
- Seal number
- Additional Information (ignition temperature, viscosity, etc.)
- Storage location in the Port Area
- Duration of stay in the Port

7.2.2 This information is recorded on computer or in the file layout so that only authorized personnel can access and presented upon request.

7.3 Procedures regarding to appropriate identification of hazardous substances delivered to the facility, correct use of shipping names of dangerous cargo, certification, packaging, labeling and declaration, inspection on loading and transport of dangerous goods in the certified and proper package, container or cargo unit in a safety way and reporting of inspection results.

7.3.1 Coordinately with the Operation, Planning checks the accuracy of the following information through the dangerous cargo documents delivered to the Port and organized by the Shipper;

- Number,
- PSN name (Proper Shipping Name,
- Class (with lower hazards)
- Marine Pollutant or otherwise,
- Seal number
- Additional Information (ignition temperature, viscosity, etc.)
- Storage location in the Port Area

7.3.2 This information is controlled by Port Facility employee.

7.4 Procedures related to procurement of the Hazardous materials safety information sheets (SDS).

7.4.1 According to the Laws of our country as of January 1st, 2014, Dangerous Goods Safety Data Sheet (SDS) with the following information must be present with the dangerous goods to be transported through all transport modes (by road, rail, air and marine).

- Number,
- PSN name (Proper Shipping Name,) (required for marine transport)
- Class (with lower hazards)
- Packaging Group (Class 3)
- Marine Pollutants or otherwise,
- Tunnel Restriction Code (required for road transport.

7.4.2 It is checked that if this document is available with the Dangerous substance for the all Dangerous goods to be accepted in the port.

7.5 Procedures for records and statistics of dangerous goods.

7.5.1 Administration, it is required that a report including the information of dangerous goods handled in our Port Facility will be reported to the Port Authority in by 3-month periods. The report sample issued by the Operation Department are shown below.

7.5.2 Statistical evaluation of records of dangerous goods handled in our port is carried out by our Trade, operation departments.

7.5.3 Monthly inventory and control reports of Dangerous goods stocked in our Port Area is organized by the operation department and submitted to Administration.

7.5.4 Records and reports are archived by department by 5-year period.

7.6 İnformation on Quality Management System…

ISO9001: 2008 Quality Management System is implemented.

8 EMERGENCY SITUATION, EMERGENCY PREPAREDNESS AND RESPONSE

8.1 Response procedures for hazardous substances that are dangerous for life, property and/or environment and hazardous situations involving hazardous materials

8.1.1 Decision making;

The choice of protective actions for a given situation depends on a number of factors. For some cases, evacuation may be the best option; inothers, sheltering in-place may be the best course. Sometimes, the set woactionS may be used in combination. In any emergency, officials need to quickly give the public instructions. The public will need continuing information andinstructions while being evacuated or sheltered in-place.

Proper evaluation of the factors listed below will determine the effectiveness of evacuation or in-place protection (shelter in-place). The importance of these factors can vary with emergency conditions. In specific emergencies, other factors may need to be identified and considered aswell. This list indicates what kind of information may be needed to make the initial decision.

The Dangerous Goods

Degree of health hazard
Chemical and physical properties
Amount involved
Containment/control of release
Rate of vapor movement

The Population Threatened
Location
Number of people
Time available to evacuate or shelter in-place
Ability to control evacuation or shelter in-place
Building types and availability
Special institutions or populations, e.g., nursing homes, hospitals, prisons

Weather Conditions
Effect on vapor and cloud movement
Potential for change
Effect on evacuation or shelter in-place

8.1.2 Protective Actions and Response

Protective Actions are those steps taken to preserve the health and safety of emergency responders and the public during an incident involving releases of dangerous goods and Appendix-5 produced according to specified hazardous substances in the feature act according to the Emergency Response Table.
Isolate Hazard Area and Deny Entry means to keep everybody away from the area if they are not directly involved in emergency response operations. Unprotected emergency responders should not be allowed to enter the isolation zone.

8.1.3 Evacute

Evacuate means to move all people froma threatened area to a safer place. To perform an evacuation, there must be enough time for people to be warned, to get ready, and to leave an area. If there is enough time, evacuation is the best protective action.
Begin evacuating people near by and those outdoors in direct view of the scene. When additional help arrives, expand the area to be evacuated downwind and crosswind to at least the extent recommended in measures specified in the Emergency Response Table referred to in Annex-5. Even after people move to the distances recommended, they may not be completely safe from harm.
They should not be permitted to congregateat such distances. Send evacuees to a definite place, by aspecific route, far enough away so they will not have to be moved again if the wind shifts.
In the case of an emergency, the areas to which the persons are to be assembled in the Terminal are identified and marked as "Emergency Assemble Points".

8.1.4 Shelter In-Place

Shelter In-Place means people should seek shelter inside a building and remain inside until the danger passes. Sheltering in-place isused when evacuating the public would cause greater risk than staying where they are, or when an evacuation cannot be performed. Direct the people inside to close all doors and windows and to shut off all ventilating, heating and cooling systems.

In-place protection (shelter in-place) may not be the best option if

- the vapors are flammable;
- if it will take along time for the gas to clear the area; or
- if buildings cannot be closed tightly.

It is vital to maintain communications with competent persons in side the building so that they are advised about changing conditions. Persons protected-in-place should be warned to stay far from windows because of the danger from glass and projected metal fragments in a fire and/or explosion.
Every dangerous goods incident is different. Each will have special problems and concerns. Action to protect the public must be selected carefully.

8.2 Information on resource, capability and capacity of the coastal facilities regarding to respond to emergencies.

8.2.1 The facility features an approved fire plan. Firefighting teams are created for each shift. Demonstrations and exercises, either scheduled or unscheduled, are provided for training purposes within the scope of various scenarios at indefinite times. The firefighting equipment stipulated by the approved plan are made available fully and maintenance, inspection and test activities shall be conducted for the same.

8.2.2 The facility has an approved action plan against Environmental and Marine Pollution. For each shift, pollution-fighting teams are created. Demonstrations and exercises shall be provided twice a year within the scope of a scheduled scenario, and the reports and records of the same shall be kept. The equipment relating to Environmental and Marine Pollution shall be stored at the facility with counting and inspections in place. Additionally, the facility have a protocol for materials stored in the area to ensure support in case of circumstances with inadequate means.

8.2.3 The response teams are appointed against the spillage of hazardous materials in line with this guideline and pursuant to IMDG Code.

8.3 Regulations related to the the first aid for accidents involving dangerous substances (first aid procedures, first aid resources and capabilities and so on.).

The "Medical First Aid Guide (MFAG)" in the IMDG Code appendix and Emergency Plans (EmS) in the IMDG Code appendix are used for emergency situations involving dangerous cargoes.
At the same time, Emergency Response tables are also used in Annex-5 of the Dangerous Goods Emergency Plan.

8.4 On-site and off site Notifications required to be made in case of emergency

a) Time of accident occurrence,
b) How the accident occurs and its reason, if known,
c) Place where the accident occurs (onshore facility and/or vessel) and its position and impact area,

ç) Details of vessels involved in the accident, if any (name, flag, IMO no, owner, operator, cargo and its content, full name of the captain and similar details),
d) Meteorological conditions,
e) UN number of hazardous material and description of proper handling (the legislation provided in the description of hazardous materials shall apply) and quantity,
f) Hazard class and sub-hazard class, if any, of hazardous materials,
g) Packaging group of hazardous materials,
ğ) Additional risks posed by hazardous materials, if any, such as marine pollutant,
h) Marking and labelling details of hazardous materials,
ı) Properties and number of packing, cargo handling unit and container by which hazardous materials are carried, if any,
i) Manufacturer, shipper, transporter and recipient of hazardous materials,
j) Extent of resulting damage/pollution,
k) Number of casualties, injuries and loss, if any,
l) Emergency response practices performed at the onshore facility regarding the accident.

8.5 The procedures for reporting accidents.

Dangerous cargo accidents will definitely be reported to the Port Authority and related institutions. The report form will completely contain the following information about the accident which formed in ANNEX-11.16.
a) Time of accident occurrence,
b) How the accident occurs and its reason, if known,
c) Place where the accident occurs (onshore facility and/or vessel) and its position and impact area,
ç) Details of vessels involved in the accident, if any (name, flag, IMO no, owner, operator, cargo and its content, full name of the captain and similar details),
d) Meteorological conditions,
e) UN number of hazardous material and description of proper handling (the legislation provided in the description of hazardous materials shall apply) and quantity,
f) Hazard class and sub-hazard class, if any, of hazardous materials,
g) Packaging group of hazardous materials,
ğ) Additional risks posed by hazardous materials, if any, such as marine pollutant,
h) Marking and labelling details of hazardous materials,
ı) Properties and number of packing, cargo handling unit and container by which hazardous materials are carried, if any,
i) Manufacturer, shipper, transporter and recipient of hazardous materials,
j) Extent of resulting damage/pollution,
k) Number of casualties, injuries and loss, if any,
l) Emergency response practices performed at the onshore facility regarding the accident.

8.6 Coordination, support and cooperation method with authorities.

8.6.1 All accidents related to hazardous materials will primarily be coordinated with Port Authority. Aid units of city / County Fire Department, DEMP and adjacent facilities will provide support and cooperation by informing the Port Authority.

8.6.2 In case of any signs of explosion, fire or emergency noticed at an adjacent facility;

Measures shall be tightened at the facility in the first place,

Teams shall be caused to get prepared for providing with the adjacent facility with assistance

8.6.3 Assistance and support teams shall be assigned for responding to any event in consideration of the urgency of situation and the severity of hazard, if there is no possibility to request help or time.

8.6.4 Preparations shall be in place for measures such as unloading and reduction of loads and removal of the vessel to anchorage site in case of any interface vessel in consideration of class, quantity and hazard risk of loads available at hazardous cargo site and on site.

8.7 Emergency evacuation plan for the evacuation of the ship and vessels from the coastal facility in case of emergency

8.7.1 Preparation for Emergency Seperation System

All emergencies should be reported to the Port Authority.If the emergency separation of ship is decided, the safe places that the ship can be transferred under controlled conditions must be specified by the Port Authority.In case of an emergency situation that requires emergency separation, the ship's captain and port facilities shall initiate the emergency separation by mutual agreement and inform the situation to the Port Authority as as soon as possible. A representative from Port Authority or Port Master, Terminal Manager / Business Officer, Ship Captain, Guide Captain shall come to a mutual agreement on the time and type of the separation before the immediate action where the severity and time of the emergency allow.

The ship's machinery,steering gear and Marine Systems equipment shall be ready for use immediately.

All cargo discharge, ballast discharge process must be stopped and shall be prepared for the separation process.

Salt water system of the ship must be watered and water mist must be used for strategic departments..

If the atmosphere needs vent operation, the engine room staff must be ready, all unnecessary receiver entrance must be closed, all the necessary safety measures relating to the normal operation must be fulfilled and and a warning notice must be published.

If the necessary responds are over the terminal resources for all emergencies, local police or fire department must be reported immediately.

The decision to depart the ship under control is set out on the safety principle and it should cover the following requirements.

1. The adequacy of the Trailers
2. The ships's ability to depart with its own power
3. The availability of a safe place that a ship can or will be taken in an

emergency case.
4. Fire-fighting competence
5. The proximity of other vessels
6. Fire Ropes

Fire ropes shall be kept on the top and shoulder of the ships as long as the ship is at Port Facility. The eye of the rope should be wound down to the sea level and the section on the board must be tight with at least five rounds to the bollard. Part of the top board of the rope must be stretched from the bollard. A cord that can carry the rope must be tied right before the eyes of the rope and the eye of the rope must be located in a way that it is three meters above the sea level. The eye of rope must be kept at this level while the ship is at Port Facility.

8.7.2 Realization of Emergency Separation

If all the preparations above examined and deemed appropriate, the ship will be immediately departed.

Emergency separation will be provided by the fulfillment of the following processes in order.

A close coordination and cooperation between Terminal, Ship and Port Authorities is required for each phase.

8.7.2.3 Emergency Separation Process is as below.

1. Activating an alarm
2. Inform about the emergency by VHF phone
3. Making the first official assessment of the situation between the ship's captain and officer of Port Facility.
4. Suspension of operation
5. Implementing Port facility and ship emergency plan measures
6. Removal of the flexible hose connection.
7. The deterioration of the current situation and availability of the aforementioned emergency separation.
8. Making the assessment of the situation between the ship's captain, port facility officer, port authority or port master, guide captain
9. The decision to the emergency separation
10. Inform the adjacent facilities and other vessels
11. The deployment of Trailers around the ship for an emergency separation, complement of the preparation and announcement of the situation
12. Completing the preparations for the ship by the captain and indicating that it is ready.
13. Granting approval for the opening of the release hook by the competent person.

ATTENTION!
THE IMPLEMENTATION OF EMERGENCY SEPARATION PROCESS MUST BE CONSIDERED AS THE LAST RESORT AND SEPARATION HOOKS MUST NOT BE RELEASED BEFORE TAKING ALL NECESSARY MEASURES AND FULFILLING THE CONDITIONS ABOVE.

Post Emergency Separation

Declaration of the decision on vessel back up and navigation route after the separation process of vessel.

Transition / mooring of the vessel to designated area in company with towboats or its own machine

Port Facility: Determining possible damages or deficiencies through examining the port facility

Consideration of the time when the vessel and port facility become available for freight handling

Sharing problems, if any, occurred during emergency separation

An agreement is reached by and between pilotage and towage organizations and onshore facility authorities regarding any fire, explosion or similar emergencies which are likely to arise during loading/unloading.

Adequate towing boats having satisfactory towing power as furnished with necessary equipment to fight fire in line with weather and marine conditions shall reach the scene as soon as possible in case of emergencies pursuant to the protocol executed with the authorized company to remove the vessel away from the facility and move it to a safe location.

8.8 Procedures for handling and disposal of the damaged hazardous goods and wastes contaminated with hazardous goods.

8.8.1 Waste Collecting and Handling

Consequential waste are collected to waste bins taxonomically and handled to be stored properly. Waste occurred as a result of the maintenance process are handled in that scope.

Additional waste classes, if available, are provided to be integrated into the current waste classes.

8.8.2 Waste disposal

According to the hazardous or non-hazardous properties, the waste collected are isolated from the facility by selling them or using contracted organizations which are in conformity with legal recycling/disposal methods.

Opportunities of all contractors and carriers within the body of waste management in terms of appropriate methods of waste handling and/or disposal are examined.

In case of any contracting service received for handling, selling and/or disposal of the waste, those contracting companies are observed whether they fulfill their legal liabilities or perform recycling or disposal without damaging the environment.

It is an obligation to keep all the records concerning waste disposal.

8.8.3 Contaminated Packages;

These waste are empty barrels. If occurred, should be left to the contaminated package area in the dump site and Environmental Consulting Firm and Environmental Management System Supervisor contact with contracted and licensed company to send those contaminated packages through filling up the National Waste Handling Form within the time specified in the laws and regulation. Relevant documents of National Waste Handling Form and other documents are stored in environment folder.

Contaminated Waste; are used gloves, waste cottons and work uniforms. When occurred, should be collected at the waste barrel which is located at the exit of the production-warehouse department and then moved to the waste area. Within the time specified in the laws and regulation, Environmental Consulting Firm and Environmental Management System Supervisor contact with contracted and licensed company to send those contaminated packages through filling up the National Waste Handling Form. Relevant documents of National Waste Handling Form and other documents are stored in environment folder.

8.9 Emergency drills and their records.

8.9.1 Implementation of Practices;

Emergency organization personnel should get various trainings to get ready for their duties with the purpose of providing against emergencies within the facility. If necessary, such trainings must be organized through specialized agencies. In that scope, relevant personnel have received trainings on IMDG CODE regarding Hazardous cargos and have been certified. Practices, which shall be performed in an effort to examine the efficiency of Emergency Plans and be prepared for facts, have to be planned in a way that they will be performed considering the worst scenario likelihood within the facility.

8.9.2 Practice Scenarios;

Planning practices needs two anticipations one of which is a single incident that the port experience and the other is the worst scenario with the combination of these single incidents. In accordance with the scenarios prepared, practices are ensured to be performed in the fastest and most efficient way possible.

8.9.3 Emergency Practices which will be performed within the facility;

Have to be indicated within annual training plans.

May be planned as local or general responses,

Safety, Spillage, etc. may be combined in practice scenarios,

Practices can be performed with or without notices.

Practices are based upon different emergency scenarios.

A practice may be actually performed as it can be negotiated as a desk work or a seminary,

Each practice is prepared with scenarios of different hours, days, seasons and incidents.

8.10 Information on fire protection systems.

8.10.1 Emergency and fire equipment is given as follows:

Fire hydrants, Fire extinguishers, Fire cabinets and Fire hoses, On-site fire alarm detectors, Electrical and diesel fire pumps

The fire inventory is as in the Emergency Plan

8.11 Procedures for approval, inspection, testing, maintenance and availability of the fire protection system.

8.11.1 Fire-Protection Water Tanks and Fire-Protection Water

8.11.1.1 The storeroom should be cleaned up at least once a year by discharging the content in order to prevent possible hazards from moss and mud built up in the bottom and sides in the event of fire. Inlet valves, check valve and filters are maintained during the discharge process of pondages.

8.11.1.2 In case of sudden drawdown on water level, it must be checked for a seep or leakage and repaired if necessary.

8.11.1.3 Following the annual check, if necessary, internal and external cleaning and maintenance should be performed in sealed stores.

8.11.2 Fire-Protection Water Pumps

8.11.2.1 Points to take into consideration regarding operation of pumps and troubleshooting i addition to scheduled maintenance are specified below.

8.11.2.1 Pumps, stuffing boxes, pressure bolts are checked interrelated and it is ensured whether the pump can be turned up manually with ease or not. Water drops from stuffing box during the operation of the pump is typical. In order to prevent such water flow to the ground, the threaded opening under the stuffing box must be connected to the drainage with a tube.

8.11.2.2 Fire-protection water pumps must be operated and recorded at least 1 hour a week.

8.11.2.3 Pump and suction pipe are ensured to be completely full of water. If it is not, water filling plug and bleed valve must be opened and such parts mentioned must b e filled up with water until they overflow and when the water stops at the plug level, the plug must be tightened properly.

8.11.2.4 Pump motor will draw excessive current because of the starting current at the early stages of the operation. As a result of the simultaneous operation of all pumps, cutout switches may be tripped or diesel generators may be broken down seriously because of the heavy current. Therefore, limit relays that regulates the transition -from the star located at the shielded switch which drives the pump motors to triangle- must be arranged according to the number of pumps and the amount of pumps to be operated simultaneously and with respect to different and appropriate time intervals and timely initiation of pumps is provided.

8.11.2.5 After performing aforesaid preliminaries and checks, pumps are operated by pressing the drive switches. During the operation, electric motor voltage and the ampere driven must be checked from time to time. If the ampere driven is high at normal operation, a troubleshooting is needed. There may be a mechanical breakdown or force at the pump or motor. Substandard voltages may be hazardous for motor.

8.11.2.6 Monometers must be checked regularly and one or more pumps must be stopped in case of excess pressure increases.

8.11.2.7 Delivery pipes of pumps must be equipped with valves initially and check valves thereon.

8.11.2.8 If the check valve of the failed pump on the delivery pipe is blocked by materials such as paper, garbage, pieces, moss, mud and interrupts the proper close of the check valve, a part of the water pumped by the other pumps is pumped to the pool while passing through this failed pumps and suction pipes. This failure blocking the water discharge must be fixed in condition of fire occurrence. If a spinning is detected on some of the couplings of failed pumps during the operation of a part of the pumps, it must be interpreted as a sign for the above mentioned failure.

8.11.2.9 It must be ensured that the pump and the engine are at the right direction during the operation. For that reason, return path must be drawn on the coupling and control must be performed accordingly.

8.11.2.10 The bearings of the pump and engine must not be hotter than hands can resist. If the heat is high, it may be resulted from an internal mechanical forcing or coupling maladjustment. In such situations pump must be stopped and the failure must be corrected immediately.

8.11.2.11 For pumps driven by diesel engine, starting the engine must be carried out in line with the instructions.

8.11.2.12 In condition that a deficiency or malfunction is detected as a result of control, it is fixed by the responsibles.

8.11.3 Sprinkler System

8.11.3.1 The most important point and maintenance to do about sprinkler installation is preventing sprinkler head to be congested. To supply this; sprinkler should be worked according to standards/legislations and should be sure that it is working. Sufficient sprinkler head should be keep in every facility and in case of failure, it should be replaced with new ones, broken ones should be towed by repairing.

8.11.4 Fire Protection Hydrant Installation

8.11.4.1 Entering rain water into fire-protection hydrant hose closets should be prevented; hoses should be without fracture, solid and constricted enough. At least one of the hoses should be maintained as always connected to fire protection valve.

8.11.4.2 Fire-protection valves should be impermeable and working. Broken nozzles, valves and hoses should be replaced immediately and faults should be repaired and towed. Therefore, sufficient hose, nozzle, fire-protection valve, clamp, sleeve and spare materials belong to those should be kept. Waiting the failure is not allowed with any reason at firefighting equipment.

8.11.4.3 While determined failures were fixing after drills, running fire-protection hoses shouldn't be put into closet with water in it. Facilities should supply proper hose suspension to drain the water off in hoses and to be dry and facilities shouldn't replace before ensuring that hose is quite dry. If sea water was ejaculated by hoses, firstly inside of them should be washed by fresh water and then they should be dried at a windy place.

8.11.4.4 All pipes belong to installation of sprinkler and fire-protection hydrants are has to be controlled in general every three months, rusty parts should be painted, decayed parts should be replaced, valves and retched valves should be controlled and failure should be fixed.

8.11.4.5 If any lack or malfunction is determined as a result of all fire-protection hydrants, hoses, and nozzles control it is fixed by related liable.

8.11.5 Portable Extinguishers

8.11.5.1 Sufficient quantity of spare device should always be in facility storages for failure, control and maintenance. Instead of extinguishers those were used for purposes above should be replaced with reserves.

8.11.5.2 All extinguishers are had visual test monthly and inspected. After control, extinguishers' upper surface is marked. During the control, especially extinguishers with dry powder are turned down and slightly hit the base, so powder in pipe is allowed to move. Otherwise, powder in extinguishers stays at same location for a long time can be hardened by subsiding to base. After the result of control; if any lack or malfunction is determined, it is fixed by related liable.

8.11.5.3 Extinguishers are inspected annually in general by firm according to TS ISO 11602-2 Fire Protection: Portable and wheeled extinguisher standard. Extinguishers are tested by related firm in ten years most intervals, chemical powder is inspected at the end of the 4th year.

8.11.6 Protection against freezing.

8.11.6.1 Protection of Generators

8.11.6.1.1 By outside temperature's decreasing under +4C, water may start to freeze. Therefore, radiator's generators with water-cooled motor should be ensured with antifreeze.

8.11.6.2 Protection fire-protection water pumps.

8.11.6.2.1 Fire-protection water pumps and absorption pipes are always full with water. So ambient temperature shouldn't be under +4 C.

8.11.6.3 Protecting of fire-protection distribution pipes.

8.11.6.3.1 Main pipes and branch pipes are had to be protected against the freezing about hydrant sinks. So, lines are protected against freezing by isolation or being floored underground.

8.12 The measures to be taken in case of failure on fire protection systems.

8.12.1 The facility is a system with established alternative competency which backs up firefighting equipment.

8.12.2 The support of adjacent facilities, Fire departments and AFAD (Disaster and Emergency Management Directorate) shall be sought in cases where the facility's own fire fighting equipment is inadequate or out of service.

8.12.3 Other hazardous and combustible materials / vehicles, which are likely to be affected from fire, shall be removed away from the area, if possible.

8.12.4 A necessity may arise to determine under which conditions assistance and support are provided and their scope.

8.12.5 The capabilities of towing boats or marine vehicles featuring marine fire extinguishing system available in the area should be taken into consideration.

8.13 Other risk control equipment

9 SAFETY AND HEALTH AT WORK MEASURES

9.1 Occupational health and safety measures.

The main purpose in terms of OHS-E is to make all employees aware of risks and dangers, to increase their awareness, to act in accordance with the measures taken and defined rules for the prevention of accidents and incidents, and to act in accordance with the principles of preventing pollution. Employees are obliged to comply with the defined methods regarding occupational health, safety and environmental management processes and the requirements in the documents created, to supervise compliance, and to warn those who do not comply with the rules in case of non-compliance. The Port Facility Management is obliged to take all necessary measures to prevent the employees from being affected by these substances when working with dangerous chemical substances, to minimize this if it is not possible, and to protect the employees from the dangers of these substances.Harbor Structure Management is obligated to take all necessary measures to prevent employees to be affected of these substances, if this is not possible; minimizing it and to protect employees from the danger of these substances when working with chemical substances.

9.1.1 Risk assessment

9.1.1.1 Harbor Structure Management is obligated to do a risk assessment in accordance with 29/12/2012 dated, 28512 numbered Occupational Health and Safety Regulation provisions published at official gazette to determine if there is dangerous chemical substance at Harbor Structure and if there is; determining negative effects in terms of employees' health and safety.

9.1.1.2 Following details are specifically considered at risk assessment to be made at studies with chemical substances:

9.1.1.2.1 Danger and harms of chemical substance in terms of health and safety.

9.1.1.2.2 Turkish material safety verse form (SDS)to be provided from sellers, manufacturers or importers.

9.1.1.2.3 Duration, type and level of contagion.

9.1.1.2.4 Quantity, conditions of usage and frequency of usage of chemical substance.

9.1.1.2.5 Vocational exposition limit values and biological limit values given at annexes of this regulation

9.1.1.2.6 . Effect of preventive measures to be taken or taken.

9.1.1.2.7 If available, results of last health surveillance.

9.1.1.2.8 Each of these substances and their interactions with each other at works that was worked in with more than one chemical substances.

9.1.1.3 Harbor Structure Management obtains extra information from supplier or other sources that is necessary for risk assessment. This information also includes special risk assessments involved in current regulations if available intended for users.

9.1.1.4 A new activity includes dangerous chemical substance is only started after taking all types of measures those were specified by doing risk assessment.

9.1.1.5 Measures to be taken at studying when dangerous chemical substances.

9.1.1.5.1 Risks in terms of employees health and safety when studying with dangerous chemical substances are disabled or minimized with following measures:

9.1.1.5.2 Proper regulation and organization of work are done at Harbor Structure.

9.1.1.5.3 Studies with dangerous chemical substances are made with minimum number of employees.

9.1.1.5.4 Substance quantity and exposition period employees will be exposed is allowed to be at minimum level.

9.1.1.5.5 Chemical substance quantity to be used at Harbor Structure is kept at minimum level.

9.1.1.5.6 Work place building and extensions are always kept clean and neat.

9.1.1.5.7 Proper and sufficient conditions are provided for employees' personnel cleaning.

9.1.1.5.8 Necessary regulations are made to store, transport, use and process dangerous chemical substances, waste and residuals properly at Harbor Structure.

9.1.1.5.9 Safe or less dangerous chemical substance is used instead of dangerous substance in terms of employees' health by using substitution method. İf substitution method can't be used because of specification of the work, according to risk assessment result and with order of precedence, following measures are taken and risk is reduced:

9.1.1.5.10 Proper process and engineering control systems are chosen by also considering technological developments at studying with dangerous chemical substances involving maintenance and repair works those can be hazardous in terms of employees' health and safety.

9.1.1.5.11 Block protection measures like installing sufficient ventilation system and proper work organization are taken to prevent risk at its source.

9.1.1.5.12 In case of taken measures for protecting employees collectively against chemical substances' negative effects are not sufficient, personnel protection methods are adopted with these measures.

9.1.1.6 Sufficient control, supervision and inspection is made to allow taken measures to be active and perpetual.

9.1.1.7 Harbor Structure Management provides analysis and measurements of chemical substances regularly those could be hazardous for employees health. If any changing is realized at conditions those can effect Harbor Structure employees' exposition to chemical substances, these measurements are repeated. Measurement results are assessed by considering vocational exposition limit values specified in this Regulation annexes.

9.1.1.8 Harbor Structure Management, also considers specified measurement results. Every situation vocational exposition limit values are crossed, Harbor Structure Management takes protective and preventive measures to fix this as soon as possible.

9.1.1.9 On condition of remaining Regulation Provision about Protecting Employees from Dangers of Explosive Places secret, Harbor Structure Management makes administrative arrangements and takes technical measurements according to following order of precedence in accordance with turnover's specification involving to process, store and transport chemical substances, to prevent interacting chemical substances' touching each other mutually on the purpose of protecting employees from dangers which originate from chemical substances' physical and chemical feature, by basing results of risk assessment and risk avoidance principles:

9.1.1.9.1 For inflammable and explosive substances to reach dangerous concentration and having dangerous quantity of chemically unstable substances are prevented at Harbor Structure. If this is not possible,

9.1.1.9.2 Having inflammable sources those can cause fire or explosion at Harbor Structure. Conditions those can cause harmful effect of chemically unstable substances and mixtures are disabled. If this is also not possible,

9.1.1.9.3 **.** Required measures are taken to minimize or prevent employees to be effected by chemically unstable substances' and mixture's harmful effects in case of fire or explosion originate from inflammable or explosive substances.

9.1.1.10 Protective systems those were provided for protecting work equipment and employees, are designed, produced and supplied in accordance with legislation in force in terms of health and safety. Harbor Structure Management provides all equipment and protective systems to be used at explosive places, to be in accordance with provisions of Regulation About Equipment an Protective Systems Used at Probable Explosive Places (94/9/AT) published at 26392 4 repeated numbered and 30/12/2006 dated official gazette

9.1.1.11 Arrangements to reduce effect of explosion pressure are made.

9.1.1.12 Facility, machine and equipment are allowed to be always under control.

9.1.1.13 Minimum safety distances are complied with placing storage tanks those have liquid oxygen, liquid nitrogen and liquid argon at work places.

9.1.2 Emergencies

9.1.2.1 Especially following details are considered in case of emergencies originate from dangerous chemical substances at Harbor Structure on condition of keeping details specified in Regulation about Emergencies at Workplaces published 28681 numbered and 18/6/2013 dated Official Gazette as a secret :

9.1.2.1.1 Preventive measures to reduce negative effects of emergencies are taken immediately and employees are informed about the situation. Necessary studies are done to return emergency to normal and only employees assigned at emergencies to do maintenance, repair and compulsory works and teams came to scene from another place are let to get into effected area

9.1.1.1.2 Personal protective equipment and special security equipment is given to the people allowed to enter the affected area and it is being sure that they are using them as long as the emergency situation goes on. People who do not have personal protective equipment and special security equipment are not allowed to enter the affected area.

9.1.2.1.3 Information about the Dangerous chemicals and emergency situation intervention and evacuation procedures are all ready for use. Workers employed for the cases of emergency at the Port Facility and the establishments active in first aid, emergency medical attention, saving and firefighting outside the work place should be provided with these information and procedures easily. These information include;

For the workers employed for the cases of emergency at the Port Facility and the establishments active in first aid, emergency medical attention, saving and firefighting outside the work place to be ready beforehand and so they can practice the appropriate attention, the danger resulting from the work done, precautions to take and works to be done,

A special danger or information about the works needed to be done that are likely to happen in an emergency situation,

9.1.3 Workers' education and informing them

9.1.3.1 Port Facility Management, provided that the provisions mentioned on the Regulation 15/5/2013 dated 28648 numbered Occupational Health and Safety Education Procedures and Principles remain hidden, ensures the workers' and their representative's training and informing. This training and informing especially include the aspects mentioned below;

9.1.3.1.1 Information gained as a result of the risk evaluation.

9.1.3.1.2 Information about the dangerous substances that may occur or taking place at the Port Facility and about the recognition of these substances, health and security risks, occupational diseases, occupational exposure level values and other legal regulations.

9.1.3.1.3 Necessary precautions and things to do so that the worker's do not danger themselves or the other workers.

9.1.3.1.4 Information on the Turkish material safety data sheets supplied from the manufacturer for the dangerous chemical substances.

9.1.3.1.5 Information on labelling/locking the parts, covers, pumping system and suchlike instalment where the dangerous chemical substances are according to the regulations

9.1.3.2 The training and information to the workers and their representatives on the works with the dangerous substances are a training supported by a verbal or written instruction due to the risk degree resulting from the risk evaluation done and its type. These instructions changes according to the changing conditions.

9.2 Information about the personal protective clothes and procedures to use them

9.2.1 Personal Protective Devices of the Response Teams

Level A

Usage area : Situations where the skin, breathing, eyes and etc. need to be protected in a high standard – gas proof

Positive pressured Tube Breathing Apparatus– SCBA
Protective clothing against the chemicals
Gloves which are chemical proof from inside.
Gloves which are chemical proof from outside.
Boots or long boots, chemical proof, with steel heels.
Thermal underwear, long sleeve and cuffed
Hard Cover
Long sleeved
Double sided wireless connection (No spreading sparks)

Level B

The minimum level needed for the entry and exit to the scene, rather for the liquids to be spilled or scattered.

Positive pressured Tube Breathing Apparatus– SCBA
Protective clothing against the chemicals
Gloves which are chemical proof from inside.
Gloves which are chemical proof from outside.
Boots or long boots, chemical proof, with steel heels.

Hard Cover
Double sided wireless connection (No spreading sparks)
Face mask

Level C

Used when the chemicals in environment are known, when the concentration is decided, when it is decided that the skin and eyes will not get harmed. However continuous measure should be done.

→ Full mask, air cleaning filter
→Protective clothing against the chemicals
→Gloves which are chemical proof from inside.
→Gloves which are chemical proof from outside.
→Boots or long boots, chemical proof, with steel heels.
→Hard Cover
→Double sided wireless connection (No spreading sparks)
→Face mask

Level D

Work clothes (emergency intervention team). Requires long sleeved and security shoes/boot. Other Personal protection equipment changes due to the condition of the event. If a problem is to occur about the skin, entries to the scene with these kinds of clothes should not be done. .

9.3 Enclosed Space Entry Permit measures and prosedurs

The Company is responsible for determining the necessary procedures for the safe entry of personnel into Confined Spaces. The process of requesting, issuing, issuing and documenting clearances to enter a confined space should be controlled by procedures in the Security Management System (SMS). It is the responsibility of the Facility Manager to ensure that the procedures published for entering a closed area are implemented. Closed area work permit is given by providing the following working conditions before entering the closed area. An example of a closed space work permit is below.

Entrance doors or hatches leading to confined spaces should always be secured against entry when entry is not required.

The responsible person concerned must ensure the safety of the confined space;

Potential hazards should be identified in the relevant confined space assessment and isolated or made as safe as possible.

- The area must be fully ventilated by natural or mechanical means to remove toxic or flammable gases and to ensure adequate oxygen levels throughout the entire environment.
- Properly tested with appropriately calibrated instruments to detect acceptable oxygen levels and acceptable levels of flammable or toxic vapors.
- The area must be secured for entry and suitably lit.
- A suitable communication system should be agreed and tested between all parties for use at site entry.
- There should be a lookout outside as long as someone is in the confined space.
- Rescue equipment must be located ready for use at the entrance to the site and rescue arrangements have been agreed.
- Personnel entering the area should be suitably equipped with protective clothing and PPE for entry and subsequent duties.
- At the entrance-exit point of the closed / restricted area, there should be a warning sign describing the dangers of the closed area and stating that it should be stopped if it is unsafe.

All equipment used in connection with the inlet must be in good working order and checked before use.

9.3 An example of a closed space work permit is below.

PETLINE | **KAPALI YER GİRİŞ İZNİ**

TESİS:

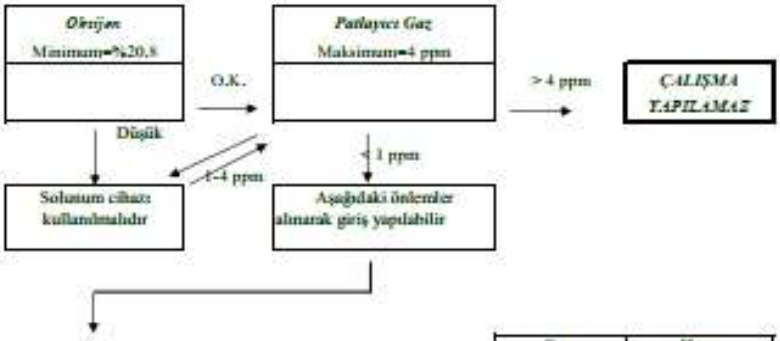
TARİH	
İZİN NO :	

Bu form ☐ no'lu genel çalışma izninin ekidir.

Giriş yapılacak mahal :	

Girilebilen mahalde yapılacak işler :	

GAZ ÖLÇÜMLERİ



	Evet	Hayır
1. Sürekli hava sirkülasyonu sağlanmakta mı?		
2. Giriş yapacak kişinin emniyet kemeri ve buna bağlı yeterli ipi var mı?		
3. Tank dışında bir kişinin sürekli olarak beklemesi sağlanıyor mu?		
4. Tankın tüm giriş ve çıkış hatları körlenmiş mi?		
5. Giriş yapacak kişi kağıt tulum, eldiven ve çizme giyiyor mu?		
6. Tank içindeki mikser vs sigortaları sökülerek izole edildi mi?		
7. Solunum cihazı (gerekiyorsa) dolu ve bakımlı mı?		
8. Kurşunlu mal stoklanmış bir tanka girilmekteyse, OCTEL talimatları uygulanıyor mu?		

İLAVE ÖNLEMLER

Giriş Yapılabilir	İşletme Şartları Uygundur	Şartları anladım, tüm kurallara uyulacağını taahüt ederim.
TEKNİK EMNİYET	*İŞLETME AMİRİ*	*FİRMA SORUMLUSU*

PETLINE *Form No: PETZT-03*	KAPALI MAHALLELERE GİRİŞ İZNİ	TARİH:

KAPALI MAHALLEYE GİRECEK KİŞİLER				SOLUNUM	EMNİYET
İSİM	TULUM	ELDİVEN	ÇİZME	CİHAZI	KEMERİ

İZNİN GEÇERLİLİĞİ VE YENİLENMESİ

1. Aşağıdaki yenilenme yapılmadığı sürece, izin sadece 8 saat için geçerlidir.
2. Yenileme yapılabilmesi için ön taraftaki/yukarıdaki sorunların güncelliklerinin konudukları kontrol edilir.
3. Her şart altında bu form en fazla bir hafta süreyşe kullanılabilir.

TARİH	OKSİJEN	PAT. GAZ	TEKNİK EMNİYET	İŞLETME	FİRMA

DİKKAT!

SOLUNUM CİHAZI KULLANILDIKTAN SONRA TEKRAR DOLDURULUP TEKNİK EMNİYET SORUMLUSUNA TESLİM EDİLMELİDİR.

Bu kısım iş tamamlandığında doldurulur :

İş emniyetli ve tarifine uygun olarak yapılmıştır.	Yapılan iş işletme şartlarına uygundur.	İş emniyetli ve sağlıklı olarak tamamlanmıştır.
Müteahhit Firma Yetkilisi	**İşletme Amiri**	**Teknik Emniyet**

10 OTHER POINT

10.1 Validity of the Hazardous Substances Compliance Certificate.

10.1.1 Dangerous Goods Compliance Certificate validity period It is valid throughout the coastal operation permit period.
Coastal Operation permit validity period of the facility: 11.07.2023
Dangerous Goods Conformity Certificate Validity Period: 07.07.2025

10.2 Responsibilities of the Dangerous Goods Safety Consultant

Monitoring compliance with the requirements for the carriage of dangerous goods;
Providing suggestions to the business regarding the transportation of dangerous goods;
– Preparing an annual report to the management of the business, or to a local public institution, on the activities of the business within the scope of the transportation of dangerous goods. Such annual reports are retained for five years and made available to national authorities upon request.

10.3 Matters for carriers of the hazardous substances arriving/leaving coastal facility by land (matters on required documents that must be available in the road vehicle at the entrance/exit of port or coastal facility area, equipment and tools required for this vehicles, speed limits in the port area etc.).

10.3.1 Package with cleared shelves and heavy pallets (liquid or solid packaging):

10.3.1.1 Name of recipient (shipper) and date of delivery to the port area, normally no later than 24 hours prior to arrival;
10.3.1.2 For packaged dangerous goods: Proper Shipping name of the dangerous goods, UN number, for class 1 the class or designated part of the products, letter of conformity group (where applicable), sub-risk, if any, number and type of parcels, packing group, glare point range (as applicable), quantity and additional information required by IMDG Code section 5.4;
10.3.1.3 For dangerous bulk cargoes: product name and other information required by the relevant IMO Code; and
10.3.1.4 The name of the ship to which the dangerous goods will be loaded (if applicable), the shipping agency and the interface to be used

10.3.2 Necessary certificates

Hazardous Cargo Declaration, Hazardous Cargo Transport Dispatch, Multi Mode Hazardous Cargo Form, Hazardous Cargo Manifest, Packaging and Container/Vehicle Loading Certificate,
Safety Data Sheet,
Carrying certificate showing exemption for the shipping under ADR/RID/IMDG Code 3.4 and 3.5, SRC 5 certificate appropriate and valid for transport with regard to shipping under ADR, ADR written instruction, Vehicle Conformity Certificate appropriate and valid for carriage, transport document, CSC Certificate for the shipping made with container, the certificate showing eligibility of the tree in case of

using heat treated tree with regard to transport or loading safety and cargo transport unit (CTU), cargo safety certificate signifying that container or the cargos in vehicle are secured within the scope of IMDG Code,

10.3.3 Speed Limit in Port Facility

Speed limit in our port facility is 20 km.

10.4 Matters for carriers of the hazardous substances arriving/leaving coastal facility by sea (matters on day/night signals to be shown by ships carrying hazardous goods and vessels, cold and hot work procedures in ships and so on.)

10.4.1 Arrival by Sea

10.4.1.1.1 Name and IMO number of ship, agency and estimated time of arrival (ETA), 24 hours at the latest from arrival normally;

10.4.1.1.2 The shore facility is notified by the agent A list showing product name of hazardous cargos and other information necessitated with related IMO Code

10.4.1.1.3 A valid International Conformity Certificate for Bulk Transport of Hazardous Chemicals or a valid Conformity Certificate for Transport of Bulk Hazardous Chemical, whicihever is appropriate, International Pollution Prevention Certificate for Liquid Bulk Substances hazardous for Health (NLS Certificate) and/or International Fuel Pollution Prevention Certificate should be made available for cargo;

10.4.1.1.4 Hazardous cargos to be left in ship should be indicated in a way to refer the numbers in list;

10.4.1.1.5 Any known defects that could affect the safety of the ship or the port area is reported.

10.4.2 Departure by Sea

10.4.2.1 Liquid hazardous bulk cargos

10.4.2.1.1 name of ship and IMO number of ship, agency and estimated time of departure (ETD) as necessitated by regulatory boards shall be notified to the Port Authority by the agent

10.4.2.1.2 a list showing product name of hazardous bulk cargos and other information necessitated by related IMO Code shall be notified to the Port Authority by the agent

10.4.2.1.3 A valid International Conformity Certificate for Bulk Transport of Hazardous Chemicals or a valid Conformity Certificate for Transport of Bulk Hazardous Chemical, whichever is appropriate, International Pollution Prevention Certificate for Liquid Bulk Substances hazardous for Health (NLS Certificate) and/or International Fuel Pollution Prevention Certificate should be made available for cargo;

10.4.2.1.4 Stowed on board of dangerous goods should be replaced or planed on board.

10.5 Additional points will be added by the port facility.

10.5.1 Personnel Training

10.5.1.2.1 Every person engaged in the transport or handling of dangerous cargoes should receive training on the safe transport and handling of dangerous cargoes, commensurate with his responsibilities.

10.5.2 Training content

General awareness/familiarization training

Every person should receive training on the safe transport and handling of dangerous cargoes, commensurate with his duties. The training should be designed to provide familiarity with the general hazards of relevant dangerous cargoes and the legal requirements. Such training should include a description of the types and classes of dangerous cargoes; marking, labelling and placarding, packing, segregation and compatibility requirements; a description of the purpose and content of the transport documents; and a description of available emergency response documents.

Function-specific training

Every person should receive detailed training concerning specific requirements for the Transport and handling of dangerous cargoes which are applicable to the function that he performs.

Safety/Security training

Each person should receive training commensurate with the risks in the event of a release ofdangerous cargoes and the functions he performs, on:
Such training should be provided or verified upon employment in a position involving the transport or handling of dangerous cargoes and should be periodically supplemented with retraining, as deemed appropriate by the regulatory authority.

Security training for personnel having duties in relation to the handling and transport of dangerous cargoes should be appropriate with their responsibilities and duties under the provisions of the port facility security plan (section A/2.1.5 of the ISPS Code). In addition, the training requirements specific to security of dangerous goods given in chapter 1.4 of the IMDG Code should also be addressed.

Apart from these awareness trainings, the following trainings should be taken to related person

Fire fighting on Chemical Substances Handled in the port facility,
First Aid Procedures for Chemical Substances Handled at the port facility and
Occupational Health Safety training

Records of all safety/security training undertaken should be kept by the port facility and made available to the authority if requested.

10.6 Accident Prevention Policy

We are aware of that the operations realized in our port have the potential that will lead to accidents inherently. However, we believe all accidents may be prevented. Therefore, we undertake to manage operation ideally to protect subsontractors, visitors, neighbours and environment at the highest level through preventing accidents. With the aim of preventinf accidents and mitigate the effects in the direction of Quality Management Systems, we will apply the policies about

- Taking high level security measures for human and environment around Port facility and procuring all resources for this purpose,
- Making the risk evaluation based on quantitative anaysis related to ordinary and extraordinary operation and keeping these evaluations updated continuously with the purpose of determining and assessing accidents
- Having performed the arrangements covering maintenance, repair and temporary stopping related to detected risks and preparation of requisite procedures
- Following technological development and providing support required for continuous improving of security measures in facilities with the aim of preventing accidents and mitigate the effects
- making necesary arrangements required for design of new facility, process along with planned changes and having performed risk evaluations absolutely before realization and assessing acceptability
- Determining emergencies that will be detected before with systmatic analysis, preparing emergency plans for these emegencies and reviewing with drills following realization of audit regularly
- Tracking performance of system within the framework of procedures to evaluate conformity to the targets identified with Quality Management Systems, in case of failing to provide conformity, searching corrective activities
- Evaluating efficiency and conformity of Quality Management Systems periodically and systematically, documentation, certification, performing review by us as top management and giving support for continuous improvement of Quality Management Systems
- Employing the personnel who have knowledge, education and experience convenient for the positions that will affect safety and security of operational job processe wtihin organization,
- Ensuring that our employees in charge develop themselves constantly by means of giving trainings,
- Adhering to national and international law, regulation, bylaws and standards
- Ensuring health and securities of employees, contractors, visitors and neighbours and protection of environment whereby preventing accidents and eliminating the effects systematically through taking necessary measures and searching potential incompatibilities with policy

AS MANAGEMENT AND ALL EMPLOYEES.

10.7 Hot Work Procedure

1. No permit is given for the hot works to be done aboard ship. However, in necessary cases, after taking permits in the direction of legal legislations by ship agency, it will ve realized under the control of port facility.
2. Before starting to hot works and procedures in our port facility at dangerous area and platform, written permit regarding applicability of hot works in question will be taken from port presidency. With abovementioned permit,the place where hot work and procedures will be performed and related detailes and additionally safety measures to be applied will be specified on Hot work form.

3. **Hot Work Form covers the following.**

a) with the aim of being sure about that the areas on which work is to be done is no burning and/or explosive environment and insufficient in terms of ventilation and oxygen, auditing frequently the area and adjacent areas where work is to be carried out including the tests applied by accredited testing organizations,

b) removing hazardous cargos and other combustible materials from working area and adjacent areas (lime, sludge, residue and other combustible materials are included in the substances to be removed from the area in question)

c) protecting efficiently against accidental ignition of combustible building materilas (i.e., girders, wooden partitions, floors, doors, wall and ceiling coatings)

ç) sealing and ensuring impermeability of open pipes, pipe transitions, valves, joints, gapes and open parts with the purpose of preventing spreading of flame, spark and hot particles from working areas to adjacent areas or other areas

4. warrant of the hot work to be done and a plate on which the safety measures to be taken are written will be hanged in working area and entrances of all working area. Warrant and safety measures should be visible easily and will be understadable clearly by everyone who will conduct hot works.
5. While doing hot works, attention should be paid to the following matters:

a) controls will be carried out with the aim of confirming that no current condition have changed in working environment.

b) While hot works are performed, at least one fire tube or other fire entinguising equipment shall be made ready , so as to be used instantly with their all apparatus in a venue to be reached easily.

6. In the course of hot work and procedures, when the works in question are completed and during enough time following completion , efficient fire control shall be made in the area on which hot work is conducted and the adjacent areas where hazard will emerge owing to heat transfer.
7. Necessity of applying for the document titled “International Safety Guide for Oil Tankers and Terminals (ISGOTT) “ particularly for additional more detailed information and procedures pertaining to hot works and procedures will be taken into consideration every time.

Risk Assessment

Location of hot work:

Area / Location: .....

Special access restrictions (due to the task involving a specific welding type or the location being a hazardous area, confined space, etc): .....

Reason for hot work:

Work activity description: .....

Likely ignition source type(s): ☐ Flame (welding, soldering, brazing, etc) ☐ Spark or slag (grinding, cutting, friction tools, welding, etc) ☐ Hot Object (metal surface, plate, etc) ☐ Other: .....

Hazard identification, risk analysis and control measure selection: *Add an additional page if the space below is insufficient.*

Specific Hot Work Issues: (tick appropriate)	☐	The hot work is to be solely undertaken by a contracted party personnel and a detailed work method statement / risk assessment has been previously prepared, reviewed by is attached to this Form.	Attach documentation & proceed to Section 2 on the following page.
	☐	The hot work is to be solely undertaken by personnel as per the specific hot work issues detailed below.	Complete the Risk Assessment below.

Risk Assessment Guide

Step 1 – Consider Consequences

What are the consequences of this hazard occurring? Consider what is the most probable consequence (below) with respect to this work hazard.

Extreme	Multiple fatalities or permanent injuries
Critical	Single fatality or permanent injury
Major	Medical treatment or lost time injury
Minor	First aid treatment
Insignificant	Incident or near miss – no treatment

Step 2 – Consider Likelihood

What is the likelihood (below) of the hazard consequence in Step 1 occurring.

Almost Certain	Is expected to occur in most circumstances
Likely	Will probably occur at least once
Possible	Event might occur at some time
Unlikely / Rare	Event not expected to occur or only in exceptional circumstances

Step 3 – Calculate Risk

1. Take Step 1 rating and select the correct column.
2. Take Step 2 rating and select the correct line.
3. Use the risk score where the two ratings cross on the matrix below.

H = High, S = Serious, M = Medium, L = Low

Likelihood	Consequences: Ins	Min	Maj	Crit	Ext
Almost Certain	M	S	H	H	H
Likely	M	M	S	H	H
Possible	L	M	M	S	S
Unlikely / Rare	L	L	M	M	S

Likelihood	Consequences: Ins	Min	Maj	Crit	Ext
Almost Certain					
Likely					
Possible					
Unlikely / Rare					

Hazard (List the hazards relating to the work)	Controls (List the controls to manage each of the hazards)	Personal Protective Wears	Responsible Party (List the role, contractor, competency &/or prescribed occupation responsible for implementing the controls)	Risk Assessment (With controls in place: High, Serious, Medium or Low)

Risk Assessment Personnel:

Risk Assessment Completed by:

Name: ..... Employer: ..... Date: .....

Name: ..... Employer: ..... Date: .....

Section 2 – Hot Work Permit

As per the method of hot work and location described in *Section 1*, identify control requirements in the relevant parts below.

General Hot Work / Ignition Controls

Identify those general hot work and ignition controls required to be undertaken as part of the hot work: (identify as yes or not applicable)	Yes	NA	Control
	☐	☐	Fire extinguishers supplied by the workgroup / contractor are to be located immediately adjacent to the hot work area and within 10m (building / fixed location fire extinguishers are not to be relied upon)
	☐	☐	Catch mats or boards are to be positioned over grid-mesh, flooring, grates to catch sparks or slag
	☐	☐	Combustible and flammable materials or fuel sources are required to be cleared from the area (consider a 15m area around the hot work where practicable and include surfaces below & above the work area)
	☐	☐	Drains, cable racks, electrical cables and other heat/fire sensitive items are to be covered (consider a 15m area and use fireproof blankets, catch boards and approved covers as applicable)
	☐	☐	A water hose is to be run to the job location and primed ready for use (where appropriate for work locations outdoors and in areas clear of electrical equipment)
	☐	☐	A Fire Watcher is required to watch the area during and/or post work to monitor fire risk, sparks, slag, hot objects (consider for work that is arc welding, oxy-cutting or likely to present an ignition hazard post work, and for work in hazardous areas, in confined spaces, outdoors, in windy conditions): ☐ During Work, and/or ☐ Post Work for a time period of _____ minutes

Specific Hot Work / Ignition Controls	Yes	NA	If Yes, Include Additional Control Details to be Used:
The hot work is to be undertaken on or adjacent to plant that will require an isolation (such as services, pipes, tanks, pressure vessels)	☐	☐	
A fixed fire protection or detection system will need to be taken out of service (approval is required for the impairment and the Fire System Log Book is to be filled in – see also *BAC Authorisation* below; approval contacts include:	☐	☐	
The work area will require specific cleaning, purging, ventilating or pre-work atmospheric monitoring (due to flammable/explosive vapours, dusts, liquids or solid residues in the work area / location)	☐	☐	
The work area will require pre-work cleaning, stripping, surface preparation, or atmospheric monitoring during works (as a result of surfaces / coatings that may create harmful emissions when heated or cut)	☐	☐	
The nature of the work requires specific respiratory protection to be worn	☐	☐	
The nature of the work requires specific controls to be implemented to protect gas leads or other sensitive plant items involved in the work	☐	☐	
The hot work involves arc-welding whereby specific controls relating to ensuring electrical safety will be required	☐	☐	

Additional Hot Work Controls within Confined Spaces

☐ NA (Not Applicable)

Controls:	Yes	NA
Locate equipment outside the space where practicable (such as gas cylinders, hoses, etc unless involved with respiratory devices)	☐	☐
Extraction fan inlet is to be located as close as practicable to the contamination source	☐	☐
Contaminants are to be expelled from the space (so that they cannot be recirculated and will not harm other workers)	☐	☐
As arc-welding activities are to be suspended for substantial periods, power sources will need to be de-energised, electrodes removed from holders and holders placed so that accidental contact or arcing cannot occur	☐	☐
As gas welding/cutting activities are to be suspended for substantial periods, torch and cylinder valves are to be closed with the torch and hose connections removed from the space and depressurised	☐	☐

Completion Hot Work

☐ NA (Not Applicable)

Controls:	Yes	N/A
After the end of the job is controlled area for at least half an hour.	☐	☐
Field is checked for at least eight hours and one hour intervals.	☐	☐
There is no need to do control after hot working.	☐	☐

Permit Request:

Name: _____ Signature: _____ Date: _____ Time: _____

Approved

Name: _____ Signature: _____ Date: _____ Time: _____

10.8 Responsibilities of Personnel in Operation

10.8.1 Operation Officer

10.8.1.1 It will hold a coordination meeting at least 1 day before the acceptance of dangerous goods to the coastal facility and ensure the participation of Operation, Site planning, HSE, TMGD and other relevant persons to this meeting.

10.8.1.2 If a decision is made to accept the dangerous cargo at the meeting, the management, operation, storage, security, emergency response units are informed and the preparation and acceptance process starts.

10.8.1.3 In case of the need to inform the Port Authority of the cargoes that will not be accepted to the coastal facility, notify the Port Authority in writing along with the reasons.

10.8.1.4 Announces the number of equipment, team and mail determined at the meeting.

10.8.1.5 Organizes the working order with the 2nd Captain.

10.8.1.6 It ensures loading/unloading according to the approved cargo plan.

10.8.1.7 It ensures that everyone involved in the transport of dangerous goods takes due care to prevent damage to the cargo transport units.

10.8.1.8 Takes necessary precautions to prevent unauthorized persons from accessing the transport areas while dangerous goods are being transported.

10.8.1.9 If there is a problem in the containment of dangerous goods, it ensures that the necessary steps are taken to minimize the existing risks for people and their negative effects on the environment.

10.8.1.10 acts according to the checklists in item 10.9.

10.8.2 Shift Supervisor

10.8.2.1 Checks the personnel equipped with the necessary protective equipment before the operation.

10.8.2.2 It controls the occupational safety in the working area, the control of the equipment, the entrance and exit of external persons, the safe handling of the load, the environmental cleanliness and the proper execution of these works.

10.8.2.3 Organizes the working order with the 2nd Captain.

10.8.2.4 It ensures loading/unloading according to the approved cargo plan.

10.8.3 With The liquid cargo foreman;

10.8.3.1 International Safety Guide for Oil Tankers and Terminals (ISGOTT) Ship/Port Safety Control List is undersigned mutually..

10.8.3.2 He will take adequate precautions are taken to prevent a short-circuit of the insulating section,

10.8.3.3. He will inspect and test the insulating and earthing systems at appropriate intervals to ensure their effectiveness.,

10.8.3.4 He will ensure that any other metallic connections between the berth and the ship are protected or arranged so as to ensure that there is no possibility of incentive sparking where a flammable atmosphere may be present..

10.8.3.5 Liquid cargo foreman should ensure that the master of a ship is notified of any conditions which may require precautions to be taken for avoidance of sources of ignition on the ship such as galley stoves or cooking appliances with non-immersed elements. ;

10.8.3.6 Completion of operation;

10.8.3.7 Prior to the disconnection of the flexible pipelines from the ship it is drained of liquids and the pressure is relieved

10.8.3.8 All safety precautions are taken, including the blanking off of the ship manifold connection and the shore pipeline.

10.8.4 HSE Responsibility

10.8.4.1 acts according to the checklists in clause 10.9.
10.8.4.2 Informs the personnel who will work in the operation about the danger of the load and equips them with the necessary protective equipment.
10.8.4.3 Environmental safety is ensured.
10.8.4.4 It ensures that personnel are not assigned to the field without gas measurements.
10.8.4.5 Takes necessary fire precautions and checks that the system is working.
10.8.4.6 Checks the presence of necessary warning and warning signs.

10.9 Safe Handling of Dangerous Goods Operation Procedure Checklist

GENERAL

S.NO	Action	HSE	OP. RES.	SHİFT RES.
	ACCEPTANCE LOAD			
1.	A coordination meeting will be held at least 1 day prior to the acceptance of dangerous cargoes to the port facility	X	X	
2.	The MSDS form about load is provided.		X	
3.	The Certificate of Conformity for the ship carrying the dangerous cargoes will be checked.		X	
4.	Approved cargo handling / evacuation plan requested		X	
5.	The dangerous cargo (es) to be accepted to the port: 1. Risk arising from dangerous cargo 2. Interaction with dangerous cargoes existing at the port facility, 3. Interaction with cargoes planned to be accepted to the port facility in the near future, 6. Requirement of materials and equipment with respect to emergency response 7. Sufficiency of emergency response equipments 8. Interaction with the neighboring area (s) The issues mentioned herein above will be discussed within the scope of current IMDG CODE documents and a management decision for accepting/rejecting will be taken.		X	
6.	If a decision is taken at the meeting in favor of accepting the dangerous cargo, management, operation, storage, safety and emergency response departments shall be notified and the necessary preparations and acceptance process will be commenced.		X	
7.	Number of equipments teams and shifts shall be specified.		X	
8.	The personnel who will work in the operation will be provided with information as regards the risks of the cargo and they will be equipped with the necessary protective outfit.		X	
9.	Required warnings, warning signs are provided around the area being handled.		X	
P.S. : In standard handled loads, meeting is optional. Previous meeting resolutions may apply.				

Dangerous Liquid Bulk Loads Safe Handling Operation Procedure Checklist

S.NO	Action	HSE	OP. RES.	SHİFT RES.
	HANDLING			
1.	Unloading equipment and appropriate pipe selection are made by the person responsible with operations. International Safety Guide for Oil Tankers and Terminals (ISGOTT) Ship/Port Safety Control List is undersigned mutually. A communication network is built between the ship and the port facility.	X	X	X
2.	Employees wait beside the flexible hoses which will be connected to the ship. They work in cooperation with the ship personnel for the connection of liquid cargo to entry/exit manifolds of the ship.	X	X	X
3.	Appropriate pressure adjustment is made to the ship. Overflow of tankers is avoided and the ship personnel are provided with required information and the line is cut under dangerous situations	X	X	X
4.	The vehicles coming to the loading or unloading platform at the port facility will be eliminated from static electricity, flame arrestor apparatus will be placed at their exhausts and their earthing shall be made during the loading or unloading at the port facility. Flame arrestor apparatus will be provided by the Ground Tanker Operations Unit. Ground tankers which don't have flame arrestors shall not be taken to the port facility. This will not be required for tankers having ADR standards.	X	X	X
5.	It is checked that the communication equipment used in the operation area is exprof.	X	X	X
6.	Flexible hoses used in loading or unloading of liquid bulk dangerous cargoes should have a certificate specifying the approval of type as well as pipe type, maximum working pressure of the pipe and production month and year of the pipe.		X	X
7.	Adequate number of electrical insulation flanges for the flexible hoses and loading arms used in loading or unloading operations of liquid bulk dangerous cargoes.		X	X
8.	The master of a ship and berth operator should before liquid bulk dangerous cargoes are pumped into or out of a ship from or into a shore installation agree in writing on the handling procedures including the maximum loading or unloading rates taking into account and undersigned mutually. 1. The arrangement, capacity and maximum allowable pressure of the ship's cargo lines and the shore pipelines; 2. The arrangement and capacity of the vapor venting system; 3. The possible pressures increase due to emergency shut-down procedures; 4. The possible accumulation of electrostatic charge; and 5. he presence of responsible persons during start up operations on board ship and ashore		X	X
9.	Agree in writing the action to be taken and the signals to be used in the event of an emergency during handling operations		X	X
10.	All reasonable care is taken to prevent all relevant pipelines, Flexible hoses and associated equipment on board the ship and ashore from developing a leak, and that they are kept under adequate supervision during the handling of liquid bulk dangerous cargoes		X	X

S.NO	Action	HSE	OP. RES.	SHİFT RES.
	HANDLING			
11.	Effective communication between the ship and the shore installations is maintained throughout the handling operations		X	X
	The liquid cargo foreman /Shift Superviors			
1.	He will take adequate precautions are taken to prevent a short-circuit of the insulating section			
2.	He will inspect and test the insulating and earthing systems at appropriate intervals to ensure their effectiveness			
3.	He will ensure that any other metallic connections between the berth and the ship are protected or arranged so as to ensure that there is no possibility of incentive sparking where a flammable atmosphere may be present			
4.	He will take actions in accordance with appropriate checklists in the International Safety Guide for Oil Tankers and Terminals (ISGOTT)			
5.	He should ensure that the master of a ship is notified of any conditions which may require precautions to be taken for avoidance of sources of ignition on the ship such as galley stoves or cooking appliances with non-immersed elements.			
6.	He should ensure that all drain holes and pipes and all other drains of any kind on the jetty, where liquid bulk dangerous cargoes might escape in case of an accident, are closed before handling commences and are kept closed during the whole of the period of the handling of liquid bulk dangerous cargoes.			

10.10 Procedures for Ships Carrying Dangerous Goods) and MFAG (Medical First Aid Guide)

In emergencies, it is important to use IMDG Code, EMS and MFAG.

10.10.1 EmS

EmS includes procedures for actions to be taken when a fire or spillage of dangerous goods occurs.

EmS includes specific action procedures for some products as well as general procedures applicable to a whole class of substances.

The necessary protective equipment and types of extinguishing agents that can be used to extinguish fires involving dangerous loads can be found in the EmS guide "in case of emergency action".

EmS is divided into two for spills and fires. There are EmS reference numbers for each UN number in column 15 of the Dangerous Goods list. It is not mandatory to specify the EmS number in the Dangerous Goods Declaration.

10.10.2 MFAG

MFAG table numbers are not required to be specified in the Dangerous Goods Declaration.

MFAG creates a flowchart of procedures that should be taken according to syndromes when a person is exposed to some type of dangerous load. However, it is important that Employees are pre-trained to use MFAG to work in an emergency.

Employees should also contact a doctor for assistance in treating an injured person.

Usage information is below. :

A. PURPOSE: It aims to explain how to use the Medical First Aid Guide for Use in Accidents involving Dangerous Goods (MFAG) by personnel.

B. SCOPE: It covers medical first aid intervention in accidents that occur during the handling of Dangerous Goods within the Isdemir Port Management area.

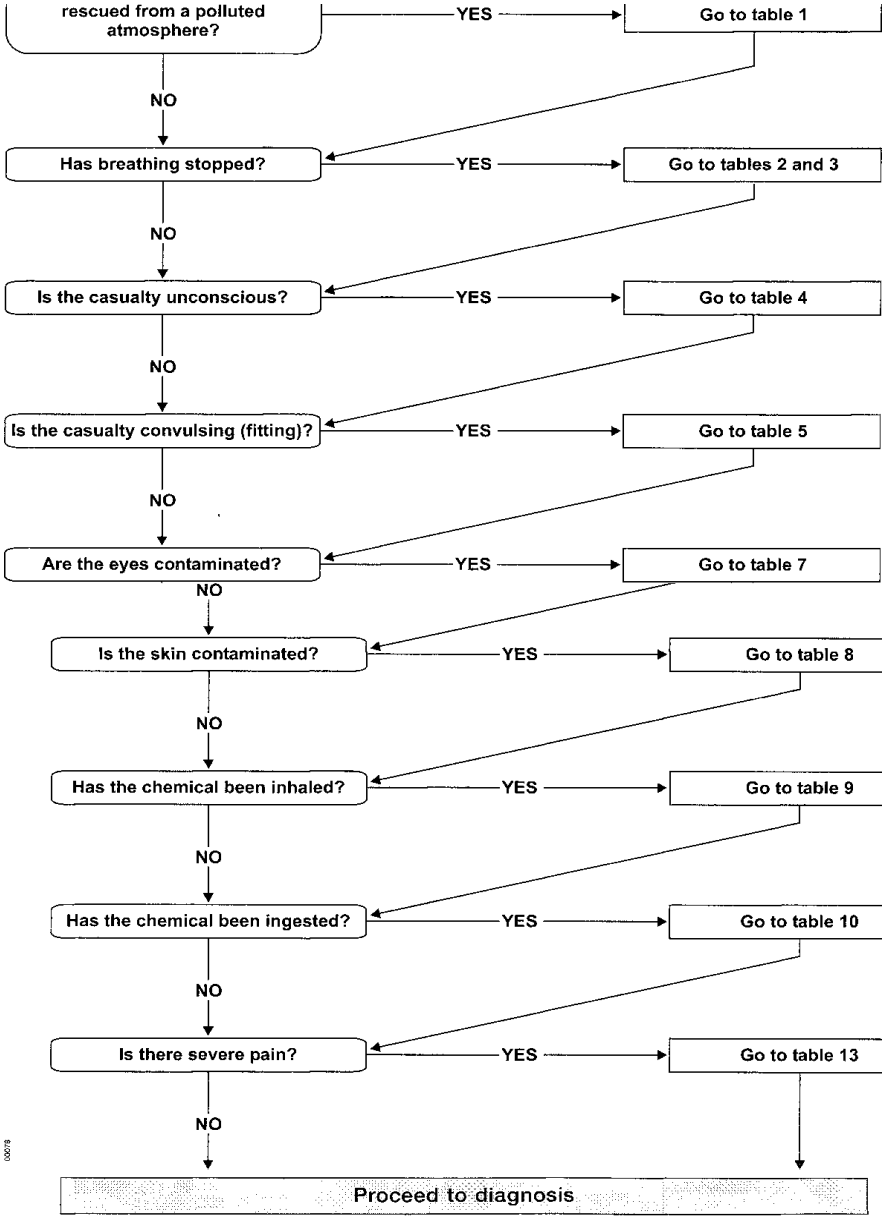
C. APPLICATION: Medical First Aid Guide for Use in Accidents involving Dangerous (MFAG) prepared by International Maritime Organization (IMO), International Labor Organization (ILO) and World Health Organization (WHO) Goods) The substances and materials referred to in the International Code of Dangerous Goods Transported by Sea (IMDG Code) include the materials specified in Annex-1 of the International Maritime Transport Solid Bulk Cargoes Code (IMSBC Code).
The purpose of this First Aid Guide is designed to manage the initial process of chemical poisoning cases and to diagnose in environments with limited opportunities.

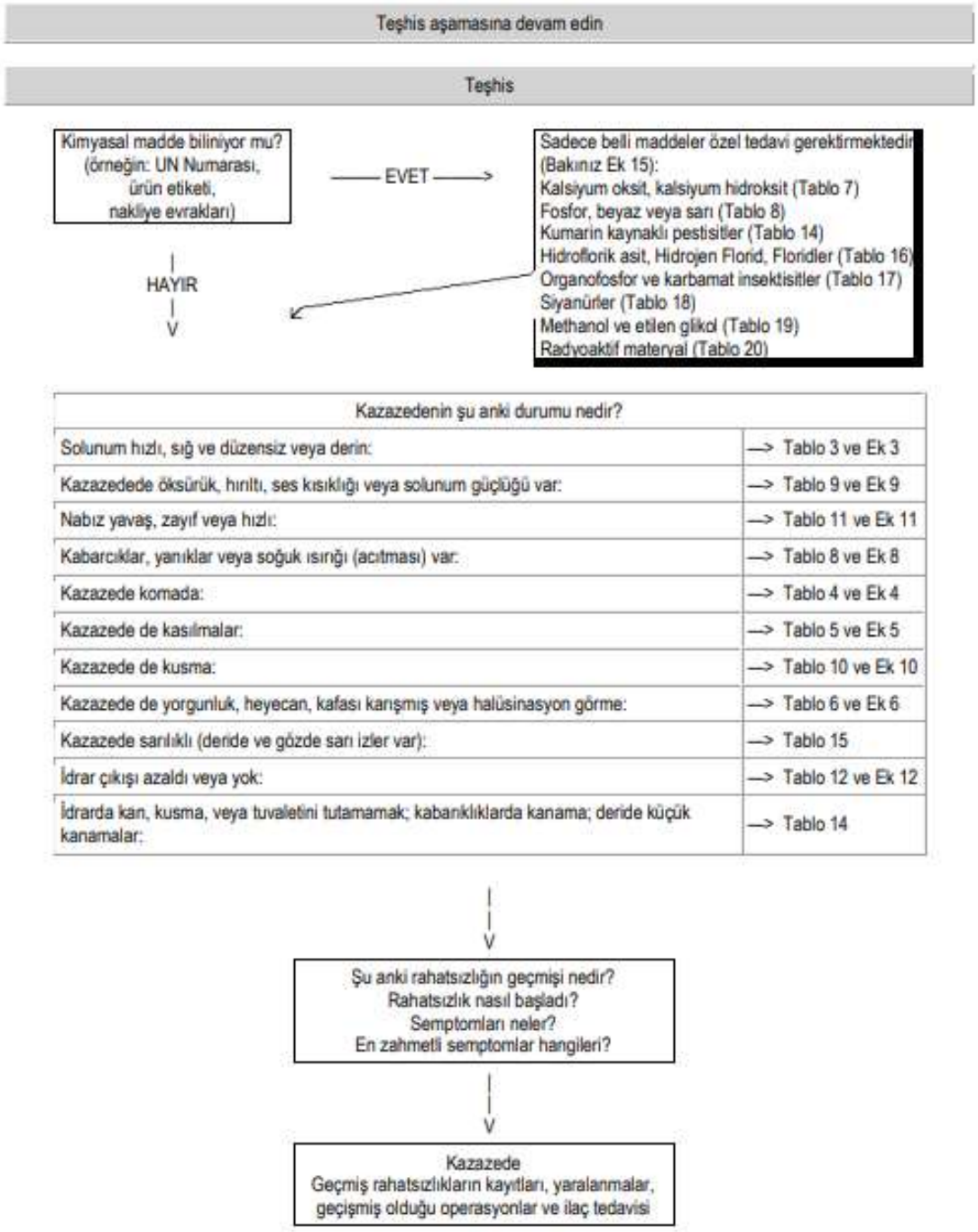
This guide includes IMDG code, IMSBC code and Emergency Procedures (EmS) on Ships Carrying Dangerous Goods, International code for Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code), International Code for Structure and Equipment of Ships Carrying Liquefied Gases in Bulk (IGC). It should even be used in conjunction with the information provided in the Code) documentation.

The MFAG provides an overview of the specific toxic effects that may be encountered. Recommendations on treatment modalities are given in the relevant tables of this guide, and more detailed procedures are presented in the appropriate sections of the relevant appendices. However, there may be differences in certain types of treatment between some countries, and these differences are mentioned in the relevant national medical guide.

Minor accidents involving chemicals do not usually result in fatal effects if appropriate first aid measures are taken. On the other hand, although the reported serious accidents are small in size, the danger increases due to the toxic and corrosive nature of the chemical mentioned in the accident, and it should be considered that such accidents maintain their seriousness until the treatment of the affected casualty is completed.

D. : USING THE MEDICAL FIRST AID GUIDE





In line with the diagnosis made according to the table above, the intervention specified in the International Code of Dangerous Goods Transported by Sea (IMDG Code) Supplement booklet, Medical First Aid Guide for Use in Accidents Containing Dangerous Goods (MFAG – Medical First Aid Guide for Use in Accidents involving Dangerous Goods) shapes should be applied.

E. MATTERS TO BE CONSIDERED

1. Necessary safety measures are taken at the quays during the berthing and departure processes of the ships. 2. Unloading/loading operations are carried out in accordance with the plan. Any changes deemed necessary should be accepted by both the ship and the port representative.

F. MFAG - FIRST AID GUIDE

1-) RESCUE

Before entering a leak, spill or gassed area for first aid purposes, it must be adequately protected from exposure to the effects specified. In the case of an unidentified chemical, the worst-case scenario assumptions should be kept in mind.

ARRIVAL TO THE EVENT

Upon arrival at the scene, the situation must first be assessed and the extent of the accident defined. What the rescuer should NOT do:

• Entering the gas-affected area without protective equipment and breathing apparatus,
• Entering despite not having received the necessary training to enter closed spaces, • Walking directly over leaks and spills,
• Unnecessarily contaminating the equipment and equipment with dangerous substances in the environment,
• Trying to collect documents related to transportation from an unprotected or unsafe point,
• Being exposed to the impact while approaching the potential impact area,
• Engaging in rescue work without protective equipment and breathing apparatus,

CREATE AN EVENT SITE

• When deemed necessary, persons wishing to leave the zone are assumed to be affected and are allowed to leave the scene when they are completely free from the impact.
• Casualties who cannot move should not leave the zone with the support of persons who do not have personal protective equipment and who have not received the necessary training.

CLASSIFICATION AND PRIORITIZATION OF VICTIMS

Single Unconscious Victim Situation
• The unconscious victim should be intervened for immediate treatment,
• Emergency assistance should be requested.

Multiple Unconscious Victim Situation If there is more than one unconscious victim:
• Emergency assistance should be requested,

• Start the response by giving priority to the victim in the worst condition,
1) The victim who has stopped breathing and has no pulse (See Table 2)
2) Unconscious casualty (See Table 4)

Victim Does Not Know But Has Respiration
If the casualty is unconscious and has a bluish skin color but is breathing, it should be intervened with portable oxygen.

Neck and Back Trauma

In cases of neck or back trauma, it is necessary not to move the casualty without neck brace and back support.

Priority: Airway, Ensuring Respiration, Circulation (A-B-C: Airway, Breathing, Circulation)
In order to prevent further damage to a casualty, first of all, necessary interventions should be made to ensure that the Respiratory Tract is open, Respiration is Provided, and Circulatory functions are functional.

Completely Free of Chemical Substance
If the casualty has been exposed to chemicals, necessary steps should be taken to completely decontaminate.

• All watches, jewelery and clothes suspected of being exposed to chemicals should be cut and removed from the victim's body if necessary,
• Chemical substances that can be detected visually should be wiped off with a clean cloth and removed from the casualty's body,
• Necessary precautions should be taken to prevent chemical substances from contaminating open wounds,
• In cases where the chemical infects the victim's body, all necessary precautions should be taken to prevent it from being transmitted to the respondent. When deemed necessary, the rescuer should wear protective clothing to reduce the possibility of chemical contamination.
• The spread of chemical contamination in the body should be prevented by wrapping the casualty.

Evacuation of the Victim from the Crime Scene
The victim should be removed from the scene after completely purifying the chemical that has contaminated his body.

• If the survivors are able to walk, they should be directed to leave the scene, taken to another area for complete decontamination and detailed evaluation,
• If the survivors cannot walk, they should be removed from the scene with the help of a stretcher. If a stretcher is not available, the victims should be transported away from the scene and taken to another area for detailed evaluation.

CHEMICAL REMOVAL

• Take precautions to prevent chemical contamination of open wounds,
• First of all, clean the open wound and the chemical substance that contaminates the eyes, then clean the chemical-contaminated areas on the skin,
• After cleaning the wounds from chemicals, close them in a waterproof way,
• Avoid interventions that will cause mechanical and chemical abrasions,
• Gently wash the area exposed to the chemical using plenty of water for at least 10 minutes, then continue cleaning using soap and warm water, and finally continue to wash using a soft brush or medical sponge,
• Packing all chemical-contaminated clothes on the casualty and sending them to the required waste disposal point,

SUMMARY OF ACCIDENT RESPONSE METHOD

• It is a priority that the respiratory tract is open, that the respiratory tract is provided, and that the circulatory functions are functional.
• Make primary and secondary assessments if the current situation permits,
• Try to collect all the documents regarding the transportation and properties of the chemical substance,
• If there is more than one survivor, give priority to the most critical,
• If the current situation permits, treat the symptoms and signs appropriately,
• Check the casualty frequently, because chemicals can have hidden psychological effects,
• Postpone preventive interventions until the chemical contaminated with the victim is cleared,

2.) CARDIO / LUNG REJUVENATION

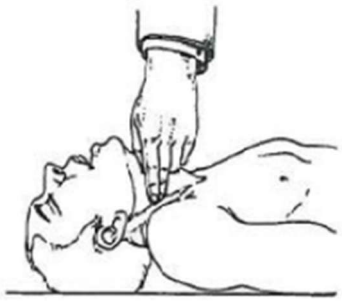
Problems in the patency of the Airway, Breathing, Circulatory function need to be diagnosed immediately.

Control of Respiratory Function

• By tilting the victim's head back with one hand and holding the chin with the other hand, the airway is open,
• Pull the victim's tongue forward,
• Vomiting etc. in the victim's mouth. remove all respiratory obstruction found for the reason,
• Listen carefully to the victim's mouth and nose, because even if the airway is closed, the victim's abdomen may go up/down as if breathing, even when there is no air flow,
• Listen in this way for 5 seconds to decide whether you are breathing,

Control of Heart Functions

• Check heart rate. In Emergency Situations, the best pulse control is done from the jugular vein. Try to feel the casualty's pulse for 5 seconds and then decide whether there is a pulse or not.



3.) OXYGEN DELIVERY AND CONTROLLED VENTILATION

Oxygen is essential for life. Some toxins can interfere with normal oxygen uptake, preventing the passage of oxygen to the blood and thus to the tissues. In some cases, life can be saved by administering oxygen to a victim who has been exposed to a particularly toxic gas. Basic training is required for the job of giving oxygen.

Diagnosis

• Difficulty in breathing, trying to breathe 30 times a minute in the first stage. Then it may slow down or stop completely,
• Fast heart rate, over 100 per minute,
• Blurring/fading of skin color, purple lips and tongue,
• Weakness in the muscle system, then this process may be followed by loss of consciousness,
• In the first stage, pupils react to light. If the pupils are enlarged and do not respond to light, there is a danger to life.

Treatment

• Start giving oxygen using an oxygen mask. This attempt not only helps breathing, but also allows the casualty to control their breathing.

• The oxygen mask is placed on the victim's face, covering the nose and mouth, making sure that there will be no leakage from the mask.
• Check that the connections of the oxygen cylinder are made in accordance with the manufacturer's instructions and that there is sufficient oxygen in the cylinder (2.5 liter capacity, 500 liters oxygen filled at 200 bar).

In general, situations where medical assistance is needed are due to inhalation of toxic gases in the normal state of the chemical or inhalation of toxic gases caused by fire. As a result of fire, it can cause the emission of mainly carbon monoxide and hydrogen cyanide gases. In such cases, oxygen should be given 8 liters per minute.

In the case of life-threatening, pulmonary edema or circulatory system problems, 8 liters of oxygen per minute should be given

4.) LOSS OF CONSCIOUSNESS DUE TO CHEMICAL LOADING

After inhalation of chemical gases, ingestion of the chemical substance or absorption through the skin, the brain functions of the victim may be impaired. After chemical poisoning, the casualty may experience not only loss of consciousness, but also difficulties in breathing and even respiratory arrest. Fortunately, in most cases, improvement in symptoms initially observed as a result of the victim's removal from the environment where the chemical was present.

Treatment

• When deemed necessary, it is beneficial to clean the substance that has contaminated the eyes and body after the casualty is removed from the area contaminated with chemicals,
• The casualty should be observed after being freed from the chemical, there is usually no situation requiring intervention,
• Keep the casualty in a resilient position,

• If the casualty is using dentures, remove them,
• If there is any accumulation in the mouth as a result of vomiting, clean it,
• Position the victim's face facing the ground as in the picture, pillow etc. using supporting material,
• If vomiting is observed again, clean all the debris in the mouth again,
• The casualty is not left alone as there is a risk of vomiting repeatedly,
• If it takes too long for help to arrive, move the casualty to the other position after 3 hours,

5.) CHEMICAL SUBSTANCE IN THE EYES

As a result of chemical substance getting into the eye, regional itching, burning, pain and, in the worst cases, vision loss may occur.

TREATMENT SHOULD BE START IMMEDIATELY.

Irrespective of the symptoms, first the job of decontaminating the eye takes precedence.
• The eye should be washed immediately with plenty of water,
• Eyelids should be kept open as much as possible as shown in the picture, • If the casualty wears contact lenses, they should be removed,
• In the process of washing with water, water should be fed directly from the inner and outer corners. The washing process should continue for 10 minutes and time should be kept for this work.

6.) SKIN CONTACT WITH CHEMICAL SUBSTANCE

Local damage such as chemical burns may occur after the skin comes into contact with the chemical. Chemical burns are visually similar to thermal burns, with redness, itching, swelling and pain. The chemical can be absorbed through the skin and general poisoning symptoms can be observed. However, it can take hours for these symptoms to appear. In case of limited exposure to substances such as refrigerant gases, pressurized gases or solid carbon dioxide, ice burn may be observed. In theory, it causes the same damage as chemical and thermal burns and is treated. There is no special treatment method, but the method of intervention for chemical burns is followed.

Regardless of the chemical substance and symptoms, the areas in contact with the skin are purified.

• Chemical protective clothing and gloves should be used while washing the victim's body. There is no need to use protective material after the purification process,
• All watches, jewelery and clothes suspected of being exposed to chemicals should be cut and removed from the victim's body if necessary,

• If the casualty's eye is also affected by the chemical, the eye should be treated first,
• Washing the contact points using soap and shampoo is continued for an additional 10 minutes in order to purify the casualty from the chemical substance.

7.) INHALATION OF CHEMICAL SUBSTANCE GAS

Inhalation of chemical gases causes asphyxiation:

• Exposure to caustic chemical gases that may cause respiratory tract spasm or respiratory tract swelling,
• Accumulation of caustic gases as liquid in the lungs,
• For example, poisoning caused by the inhibition of oxygen transport in the blood due to carbon monoxide and cyanide,
• Respiratory mechanism and brain are affected by chemical gases, • Chemical gases that do not support life replace oxygen. Very few gases cause a corrosive effect on the lungs.

Treatment 1.
See CARDIO / LUNG RESTRAINTING.

8.) SWALLOWING OF CHEMICAL SUBSTANCE

Ingestion of the chemical substance; rarely occurs due to suicide attempts, mixing with food and drink, and poor personal hygiene. In case of ingestion of toxic substances; causes vomiting and abdominal pain. The chemicals

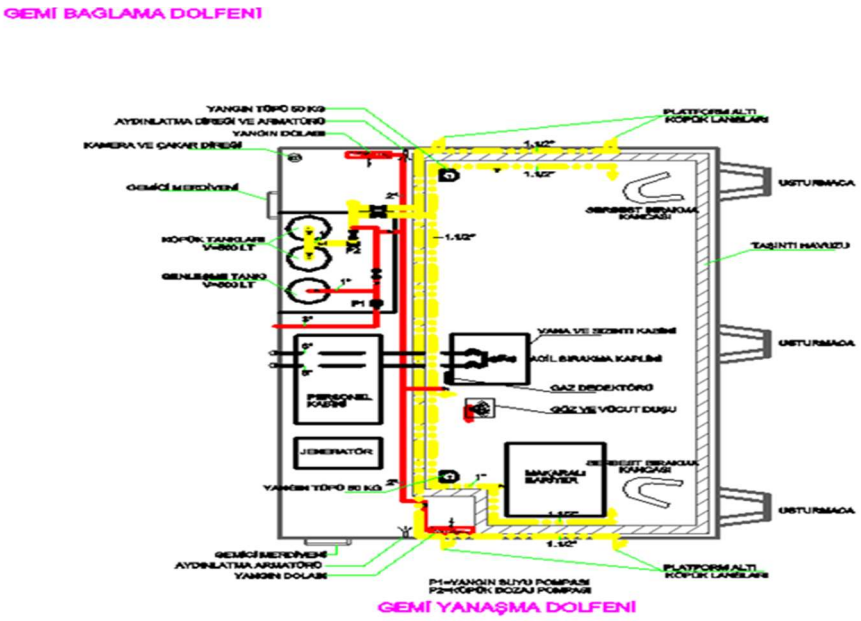
caused by the worst situations are caused by corrosive, strong acids, alkalis and substances with disinfectant properties. In the case of ingestion of toxic substances, symptoms are generally observed in the case of ingestion of toxic substances.

If the chemical substance is swallowed, the following steps should be followed if the victim is conscious and has no difficulty in swallowing.

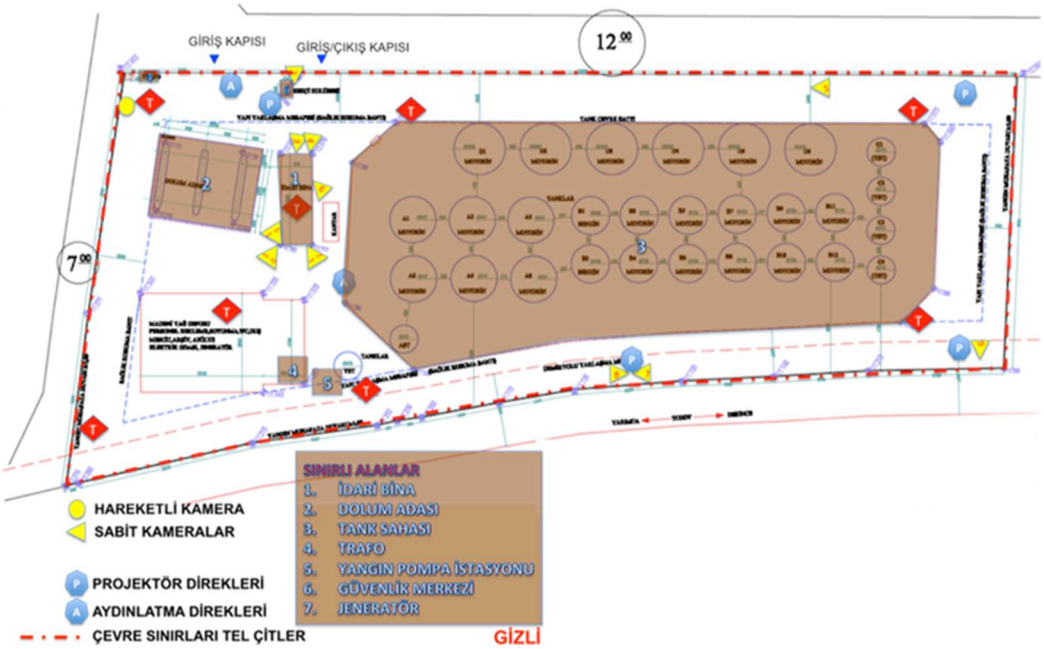
• The casualty should be helped to clean his mouth with water. 1 glass of water should be given to drink.
• The casualty needs to be monitored,
• The victim should not be encouraged to vomit.
• Salt water should not be given to induce vomiting. This attempt may increase the victim's situation to a more dangerous level.
• It is absolutely dangerous to induce vomiting by putting a finger down the victim's throat. As a result of vomiting, there is a risk of chemicals coming into the mouth to escape into the trachea.
• Trying to dilute the chemical in the stomach by drinking large amounts of water is not recommended. In this case, the absorption of the chemical may be accelerated.

11. ATTACHMENTS

11.1 Coastal facility Fire and settlement plan



PETLİNE PLATFORMU VE BORU HATTI LİMAN TESİSİ



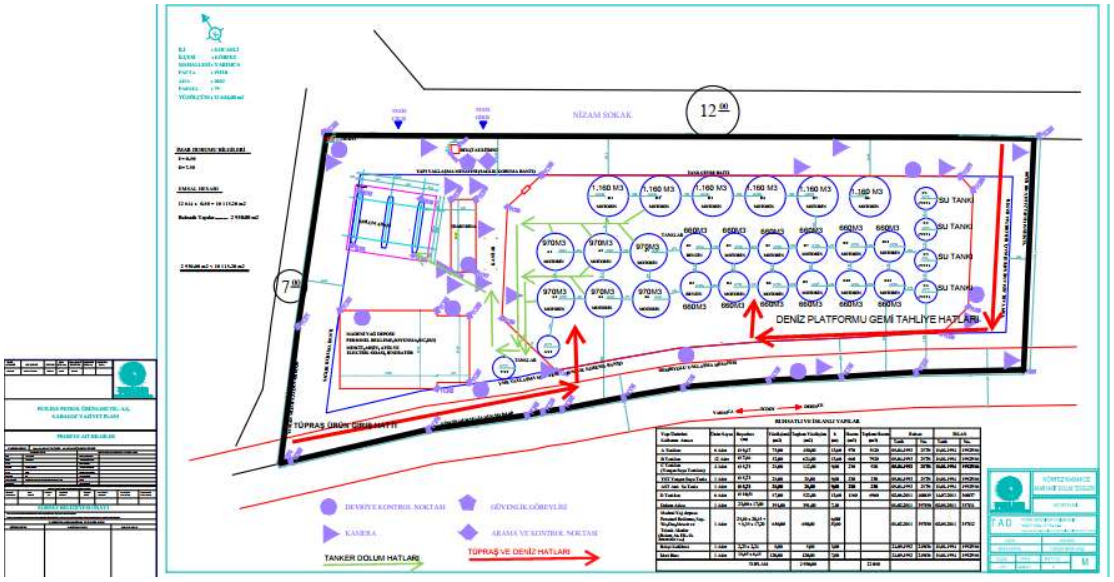
2 . Genaral wiew Photos of the coastal Facility,

3- Emergency Contact Points and Contact Information

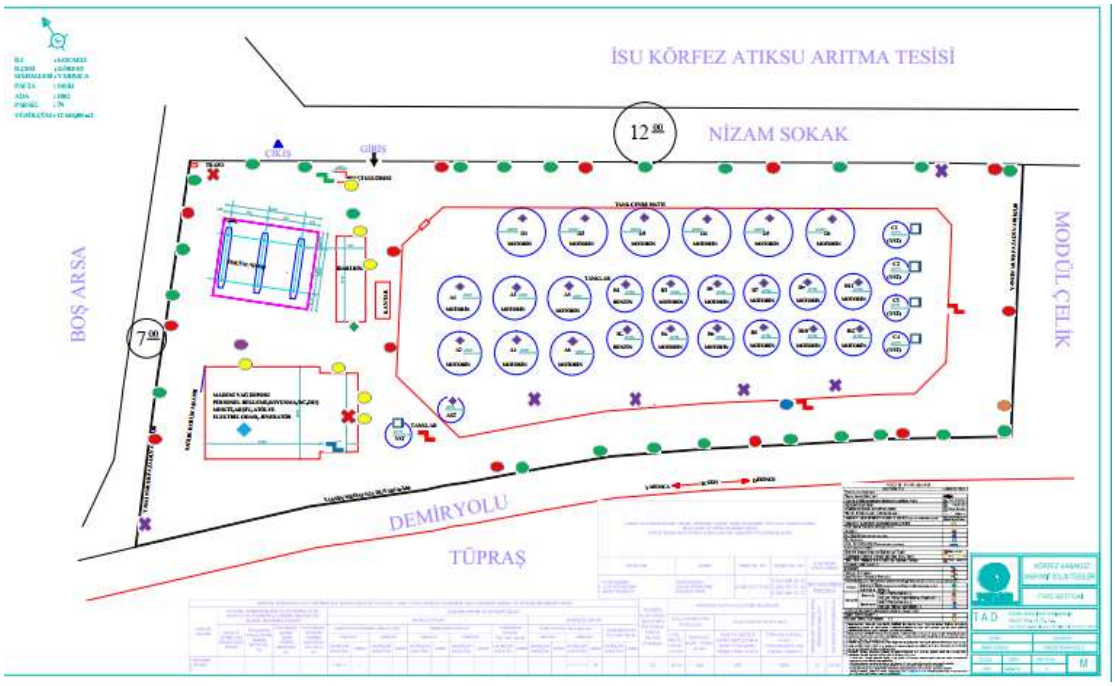
PORT FACILITY SECURITY OFFICERS (PFSO) INFORMATION					
Ad soyad	Ünvan	Telefon	Faks	Mobil	Mail
TURHAN GÜREFEOĞLU	TERMİNAL MANAGER	0 262 527 75 92	0 262 527 75 93	0 533 696 05 72	turhan.gurefeoglu@petline.com.tr

EMERGENCY CONTACT INFORMATION					
Makam	Telephone	Fax		Telephone	Fax
The local authority	0 262 321 11 62	0 262 324 07 96	Police station	0 262 527 11 35	
Provincial Police Department	0 262 315 72 72	0 262 239 39 71	Gendarmerie Station	0 262 528 15 11	
Provincial Gendarmerie Command	0 262 335 21 32	0 262 335 21 33	Coast Guard Boat Command	0 212 242 97 10	
			Fire Department Head.	0 262 335 21 24	
Körfez Govarnorate	0 262 528 85 48	0 262 528 88 17	Provincial Ambulance Service Chief Physician	0 262 371 50 76	0 262 371 17 34
Kocaeli Petrochemical Customs Directorate	0 262 528 44 72	0 262 528 29 54	POLİCE	112	
Kocaeli Regional Port Authority	0 262 528 37 54	0 262 528 47 90	GENDARMERİE	112	
Coast Guard Marmara and Straits Regional Command	0 212 242 97 10	0 212 242 30 93	COAST GUARD	112	
Körfez Police Department	0 262 528 23 33		CUSTOM SECURİTY	112	
Körfez Gendarmerei Command	0 262 528 15 11		FIRE DEPARTMENT	112	
			AMBULANCE	112	
The security unit you are connected to	Police				
Ship Radio Channel (VHF):					
Security/Operational Radio Channel (UHF):	F1				
Police Radio channel					

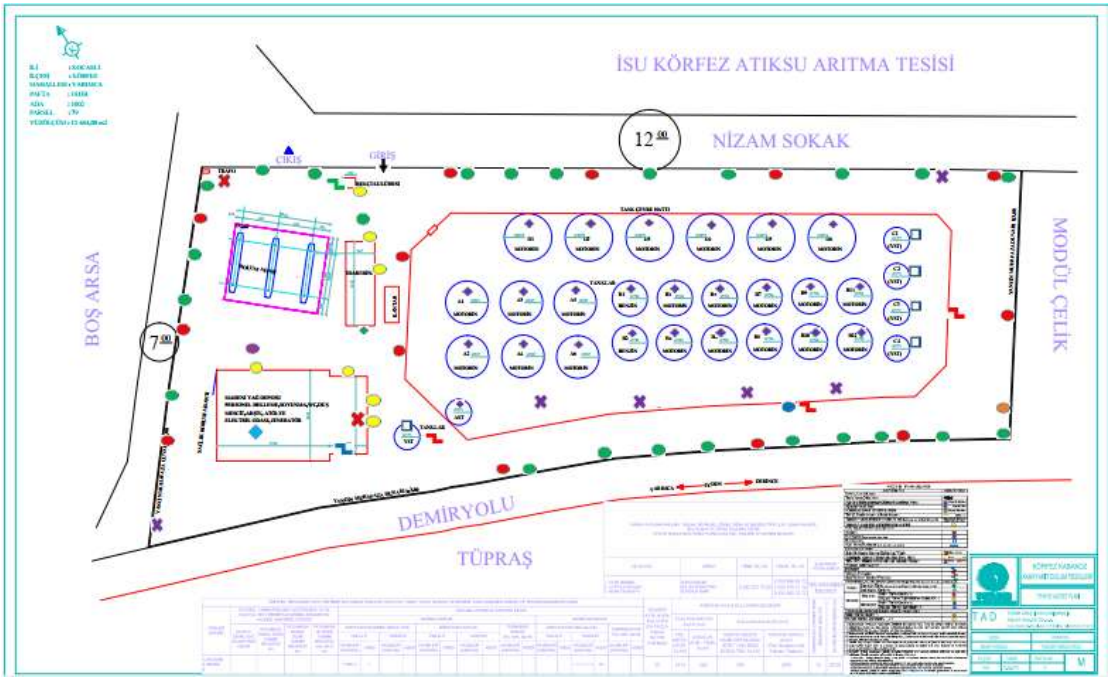
11.4 Genaral layout Plan of areas Handling Dangerous Goods.



11.5 Fire Plan of Dangerous Goods Handling Areas.



11.6 Genaral Fire Plan of the storage Facility

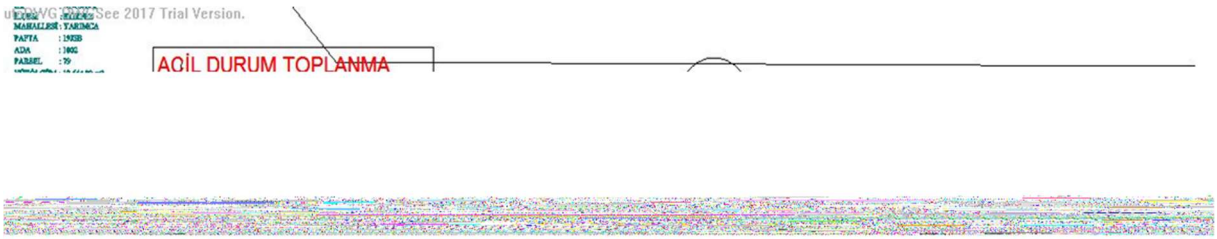


11.7 Emergency Plan

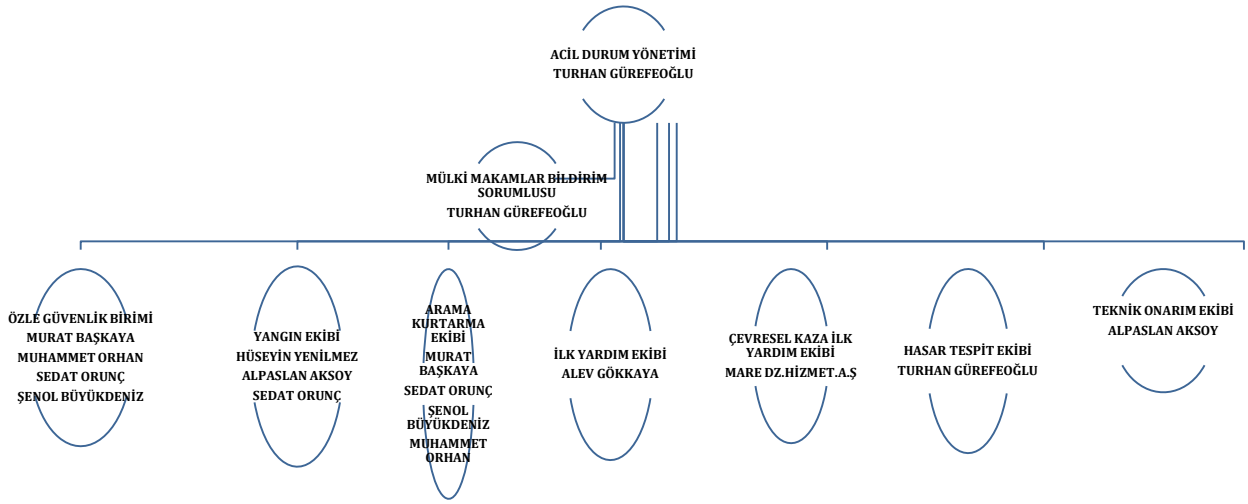
It is kept as a separate document at the port facility and is renewed at least every 3 years. Emergency Plan details are as follows.
emergency procedures,
Emergency response organization chart
Name, title and contact details of the person/organization that prepared the emergency procedures,
Name, title and contact information, duties and responsibilities of the authorized person appointed to coordinate emergency response activities that may occur at the coastal facility,
Name, title and contact information, duties and responsibilities of the facility officer who will contact the relevant Port Authority and other relevant institutions and organizations in case of emergency,
The names and duties of the teams designated for emergency response, and the names, duties and responsibilities of the personnel assigned to these teams,
The nature and capacities of the resources, equipment and equipment to be used by the coastal facility for emergency response,
The measures to be taken and the actions to be taken in order to keep the serious conditions that can be foreseen to cause the occurrence of emergencies under control and to minimize the negative effects that may arise from them, and the existing facilities, capabilities and capacity of the facility,

In case of an emergency, the nature and announcement methods of the precautions and warnings to be taken in order to prevent or minimize the possible risks to the people in the coastal facility, and the regulations regarding what people should do in the face of a warning,
In case of emergency, the first notification procedures to be made to the Port Authority, the content of the information to be made in this notification, and the procedures for transmitting this information to the Port Authority as new information is obtained,
The trainings that the personnel who will take charge in emergency situations should receive,
Coordination methods to be provided with emergency teams outside the coastal facility in emergencies,
The nature and period of the drills to be made for emergencies,
Arrangements for providing support for measures taken outside the coastal facility in emergencies.
Contingency plans must cover each of the following emergencies:
a) Facility, equipment and field fires,
b) Load fires belonging to each dangerous load class and sub-hazard classes allowed to be handled at the port,
c) Ship fires,
d) Explosion,
d) Accidental death and serious injury,
e) Natural disasters such as earthquakes, floods, landslides, tsunami waves,
f) Adverse weather conditions such as very strong winds, storms, excessive snow or icing,
g) Leakage, flow or spillage of dangerous goods belonging to each hazard class or sub-hazard classes allowed to be handled at the port,
ğ) Marine pollution (for example: oil/fuel leakage or dangerous cargo or environmentally harmful substance spilling/falling into the sea),
h) Gas leak,
i) Power outage.

11.8 - Emergency Assembly Site Plan



11.8 Emergency Response Organization Chart



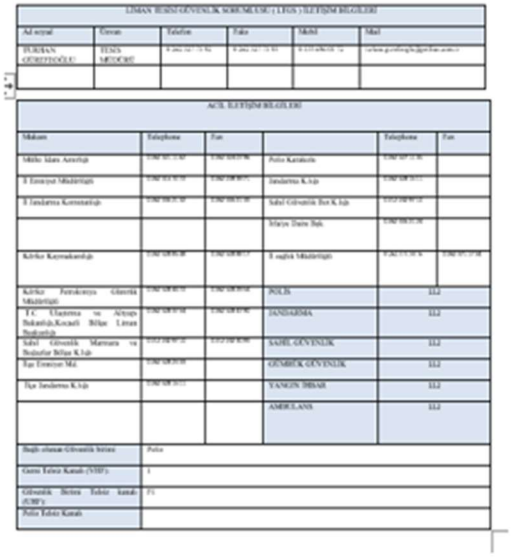
11. 9 Emergency Management Chart

11.10 Dangereous Goods HandBook

PETLİNE KÖRFEZ TERMİNALİ TEHLİKELİ YÜK EL KİTABI

ÜRÜN ADI	ÜRÜN KODU	SINIFI
MOTORİN	UN 1202	3
K.BENZİN	UN 1203	3

Acil İrtibat Noktaları ve İletişim Bilgileri



Sınıf 3 - Yanıcı Sıvılar

Tehlike sınıflarının en sık rastlananı olan BM'ye göre dünya çapında taşınan tehlikeli maddenin toplam tonajının net hacminin %55'i bu sınıfa aittir. Yanıcı sıvılar yakıt olarak kullanılan petrol ürünleri, boya ve boya çözücüleri, mürekkepler, yapıştırıcılar gibi endüstrilerde yoğun kullanılan bazı maddeleri içerirler.

Bir madde aşağıdaki koşulları yerine getirirse **3. Sınıf'a** ait olur:

- Sıvıdır,
- Kapalı kaplarda en yüksek 3 bar'lık bir basınç oluşturabilir,
- Alevlenme noktası en fazla 60°C'dir.

Yanıcı sıvı maddeler aşağıdaki gibi düzenlenmiştir:

Sınıflandırma Kodu F: Yanıcı sıvı, alt tehlikesi yoktur.
Sınıflandırma Kodu FT: Yanıcı sıvı ve zehirli
Sınıflandırma Kodu FC: Yanıcı sıvı ve aşındırıcı
Sınıflandırma Kodu FTC: Yanıcı sıvı, zehirli ve aşındırıcı
Sınıflandırma Kodu D: Hassaslığı düşürülmüş patlayıcı sıvı madde.

Özellikler: Sınıf 3'de bulunan maddeler tutuşabilir olma özelliklerinin yanında aşağıdaki özelliklere de sahip olabilirler: aşındırıcı ve zehirli

Yanıcı sıvıların hepsi havadan bir dereceye kadar daha ağır buhar oluştururlar ve bu yüzden özellikle alçak ve / veya kapalı yerlerde havanın yerini alırlar. Bu sebeple boğulma her zaman olası ikinci tehlikedir; yanıcı maddeleri elleçleme / depolama işlemi açık alanlarda yapılmalı şayet kapalı alanda yapılıyor ise yeterince havalandırılmalıdır. Boğulma haricinde birçok yanıcı sıvı, yutma ve/veya buhar solumadan kaynaklanan zehirli etkiler ile cilt dokusuna incelme etkileri ve egzama gibi kendine özgü ikincil tehlikeleri barındırır.

Yanma Tehlikesi: Sınıf 3'te bulunan maddeler uygun koşullar oluştuğunda patlama şeklinde yanabilirler. Yanma kaynakları şunlar olabilir: Elektrostatik yükleme nedeniyle kıvılcım, boşaltım esnasında oluşan kıvılcımlar, sıcak yüzeyler susturucu gibi, alevler v.b. Yanma noktası, sıvı bir yakıtın bir kez ateş

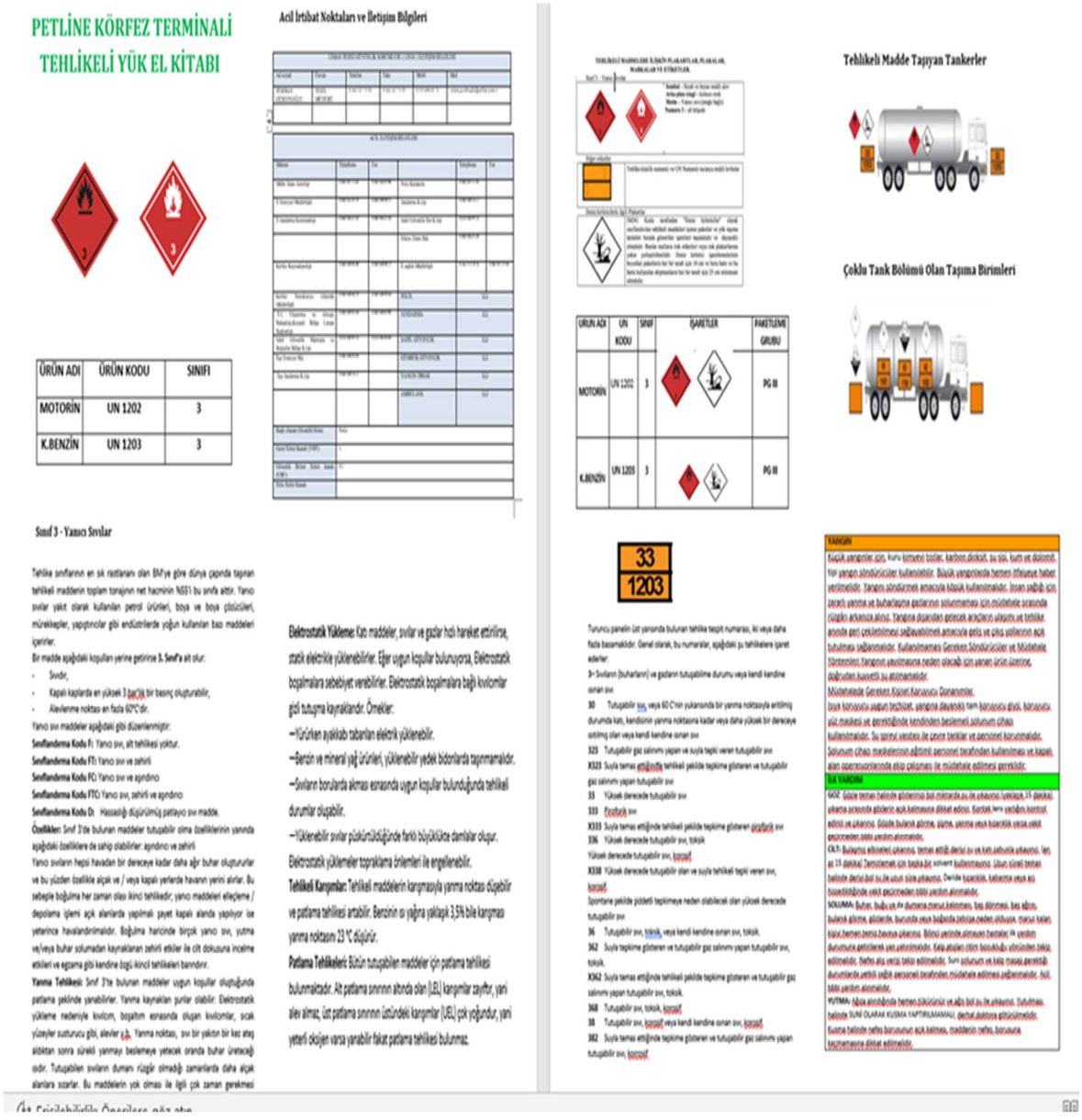
Elektrostatik Yükleme: Katı maddeler, sıvılar ve gazlar hızlı hareket ettirilirse, statik elektrikle yüklenebilirler. Eğer uygun koşullar bulunuyorsa, Elektrostatik boşalmalara sebebiyet verebilirler. Elektrostatik boşalmalara bağlı kıvılcımlar gizli tutuşma kaynaklarıdır. Örnekler:

—Yürürken ayakkabı tabanları elektrik yüklenebilir.
—Benzin ve mineral yağ ürünleri, yüklenebilir yedek bidonlarda taşınmamalıdır.
—Sıvıların borularda akması esnasında uygun koşullar bulunduğunda tehlikeli durumlar oluşabilir.
—Yüklenebilir sıvılar püskürtüldüğünde farklı büyüklükte damlalar oluşur.

Elektrostatik yüklemeler topraklama önlemleri ile engellenebilir.

Tehlikeli Karışımlar: Tehlikeli maddelerin karışmasıyla yanma noktası düşebilir ve patlama tehlikesi artabilir. Benzinin ısı yağına yaklaşık 3,5% bile karışması yanma noktasını 23 °C düşürür.

Patlama Tehlikeleri: Bütün tutuşabilen maddeler için patlama tehlikesi bulunmaktadır. Alt patlama sınırının altında olan (LEL) karışımlar zayıftır, yani alev almaz, üst patlama sınırının üstündeki karışımlar (UEL) çok yoğundur, yani yeterli oksijen varsa yanabilir fakat patlama tehlikesi bulunmaz.



PETLİNE KÖRFEZ TERMİNALİ
TEHLİKELİ YÜK EL KİTABI

Acil İrtibat Noktaları ve İletişim Bilgileri

Tehlikeli Madde Taşıyan Tankerler

Çoklu Tank Bölümü Olan Taşıma Birimleri

ÜRÜN ADI	ÜRÜN KODU	SINIFI
MOTORİN	UN 1202	3
K.BENZİN	UN 1203	3

ÜRÜN ADI	UN KODU	SINIF	İŞARETLER	PAKETLEME GRUBU
MOTORİN	UN 1202	3		PG III
K.BENZİN	UN 1203	3		PG II

Sınıf 3 - Yanıcı Sıvılar

Elektrostatik Yüklenme:

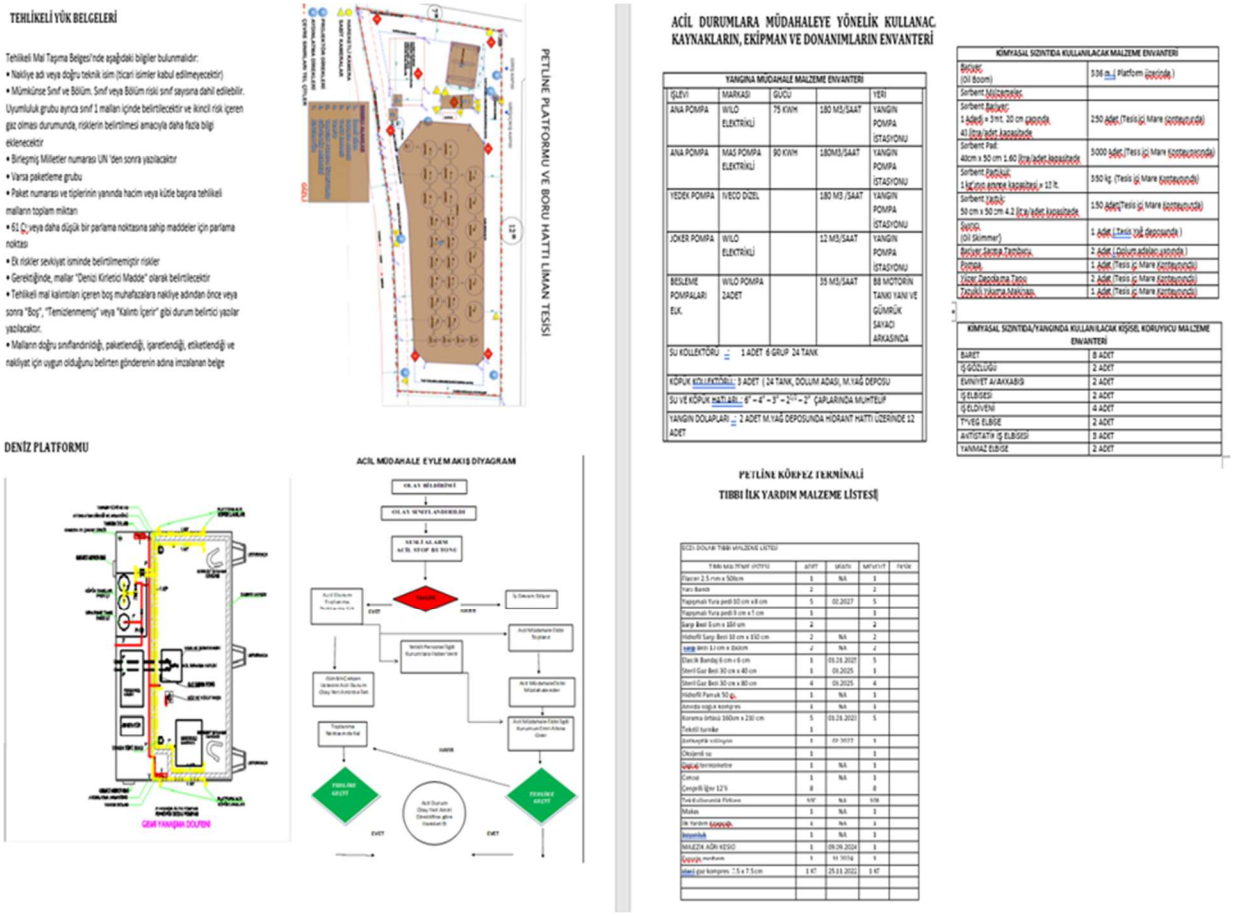
Tehlikeli Karışımlar:

Patlama Tehlikeleri:

33
1203

YANGIN

İLK YARDIM



11.11 Leak Areas and equipment for CTU and Packages ,Entry / exit Drawings

Not applicable.

11.12 Inventory of Port Service Ships

provided by outsourcing

11.13 Maritime coordinates of the administrative borders of the Port Authority, anchorage areas and the pilot's disembarkation/embarkation points

A) Port administrative area border

(different phrase:RG-6/8/2013-28730) The port administrative area of Kocaeli Regional Port Authority is the sea and coastal area within the line formed by the following coordinates.

a) 40° 45' 24" K – 029º 21' 15" D (Cape Yelkenkaya)
b) 40° 43' 00" K – 029° 21' 18" D
c) 40° 43' 00" K – 029° 23' 24" D
d) 40° 44' 57" K – 029° 30' 57" D
e) 40° 44' 48" K – 029° 32' 30" D
f) 40° 41' 12" K – 029° 33' 36" D

B) Anchorage areas

a) Izmit mooring arena: The mooring game of ships that do not carry dangerous goods, the course of the course is the sea area..

1) 40° 45' 00" K – 029° 52' 48" D
2) 40° 44' 00" K – 029° 52' 48" D
3) 40° 44' 00" K – 029° 55' 00" D
4) 40° 45' 00" K – 029° 55' 00" D

b) Yarımca anchorage area: Ships carrying dangerous goods, nuclear powered military ships and quarantine anchorage area is the sea area formed by the following coordinates.

1) 40° 46' 24" K – 029° 41' 00" D
2) 40° 45' 09" K – 029° 41' 00" D
3) 40° 44' 54" K – 029° 43' 00" D
4) 40° 46' 18" K – 029° 43' 00" D

c) Hereke anchorage area: The anchorage area of ships not carrying dangerous goods is the sea area formed by the following coordinates.

1) 40° 46' 36" K – 029° 38' 09" D
2) 40° 45' 24" K – 029° 38' 09" D
3) 40° 45' 12" K – 029° 40' 30" D
4) 40° 46' 27" K – 029° 40' 30" D

ç) Eskihisar anchorage area: The anchorage area of ships not carrying dangerous goods is the sea area between the line connecting the coordinates below and the coastline to the north of this line. In this area, anchoring cannot be done within 2.5 gomino distance from the shore.

1) 40º 45' 12" K – 029º 23´ 27" D (Cape Darıca)
2) 40º 46' 00" K – 029º 30´ 57" D (Cape Kaba)

11.14 Emergency Response Equipment Against Marine Pollution in the Port Facility

As in the Approved Marine Pollution Emergency Response Plan

11.15 Personal protective equipment (PPE) usage map

KULLANILACAK ALAN	KULAKLIK (A)	BARET (B)	SERT ŞAPKA (B)	İŞ ELDİVENİ (*) (C)	İŞ GÖZLÜĞÜ (D)	EMNİYET AYAKKABISI (E)	İŞ ELBİSESİ (F)	REFLEKTİF YELEK (G)
TESİS / TANK SAHASI	RİSKE GÖRE (**)	EVET	RİSKE GÖRE (**)	RİSKE GÖRE (**)	EVET	EVET	EVET	RİSKE GÖRE (**)
MAL KABUL / DOLUM ADASI	RİSKE GÖRE (**)	HAYIR	RİSKE GÖRE (**)	EVET	EVET	EVET	EVET	RİSKE GÖRE (**)
POMPA ODASI	EVET	EVET	RİSKE GÖRE (**)	EVET		EVET	EVET	RİSKE GÖRE (**)
ATÖLYE	RİSKE GÖRE (**)	HAYIR	RİSKE GÖRE (**)	RİSKE GÖRE (**)	EVET	EVET	EVET	RİSKE GÖRE (**)
APRON - ARAÇ DIŞI	EVET	HAYIR	EVET	EVET	EVET	EVET	EVET	EVET

11.16 Hazardous substance incidents notification form

Issue-number-Date		
Company Institution		
Sender		CONTACT INFORMATION
as required		

PORT FACILITY "DANGEROUS LOAD EVENT NOTIFICATION" DATE :
1. When the accident occurs,
2., If the accident is known, how it occurred and the reason
3. The place where the accident occurred (coastal facility and/or ship), its position and area of influence, ç) Information (name, flag, IMO number, owner, operator, cargo, if any) of the ship involved in the accident. and amount, captain's name and similar information),
4. meteorological conditions,
5. UN number of the dangerous substance, proper transport name (based on the legislation specified in the definition of dangerous substance) and amount, Hazard class of dangerous substance or sub-hazard division, if an Packing group of the dangerous substance, if any, Additional risks of the dangerous substance, such as marine pollutants, if any, Sign and label details of the dangerous substance, The characteristics and number of the package, cargo transport unit and container, if any, in which the dangerous substance is transported, Manufacturer, sender, carrier and receiver of dangerous goods
6. The extent of the damage/pollution caused,
7. Number of dead and injured in the accident (if any),
8. How the accident was dealt with,
9. From which organizations help is requested,
10. Other ships or neighboring facilities that may be affected by the accident,
: FORM PREPARED Name/surname : job : Sing :

11.17 Control Results Notification Form for Dangerous Goods Transport Units (CTUs) The form containing the CTU control, which is submitted to the presidencies by the administration in quarterly periods, is delivered.

Year/ Period		Number	Percentile
Controlled Packages			
Defective Packages total domestically filled filled in abroad			
flaws			
Documentation, Dangerous cargo declaration Container/Vehicle Packaging Certificate			
Plating and marking			
Container Security Agreement approval plate			
Serious structural defects			
Ground Tankers Binding add-ons			
Portable tank or land tanker (unsuitable or damaged)			
Labeling (For Packages)			
Packaging (Inappropriate or damaged)			
load segregation			
Stacking / binding the inside of the package			

11.18 Hot Work Permission

PETLINE *Form No: PETZT-01*	FIRE WORK IN EXPLOSIVE AREAS	DATE :

The fuel tank area, filling station, pump island, slope tank area and pier are within this scope.

1. Gas Measurement

Explosive gas measurement is made before each operation.

Quantity		Hour :		measuring		signature	

2.Insulation and Grounding

	Yes	No
Has the connection of the working line with the fuel been cut off?		
Blind flange fitted?		
Have all connections with other metal objects and tanks been cut off?		
Is the grounding done correctly and checked?		

3. Other Precautions:

	Yes	No
Is vehicle access to the working area cut off?		
Has the fire motor pump been started?		
Are hoses and nozzles connected to the hydrants?		
Is the welding equipment located at a safe enough distance?		
Have precautions been taken against vapors that may come from the surroundings?		
Were other measures taken as specified in the PSR?		

VALIDITY AND RENEWAL OF THE PERMIT

1. The permit is only valid for 8 hours unless the following renewal is made.
2. In order to be able to be renewed, it is checked that the questions on the front/above are up-to-date.
3.Under all circumstances, this form can be used for a maximum of one week.

DATE	HOUR	GAS MEASUREMENT	TECHNICAL SAFETY	BUSINESS	COMPANY

This part is filled when the job is done:

Work safe and to the recipe made in accordance Contracting Company Officials	business done business conforms to the requirements Operations Supervisor	Work safe and healthy as completed. Technical Safety

Yay-Tarihi:17.07.2007 Rev-no:00 Rev-Tarihi:-

PETLINE	FIRED WORK PERMIT

TERMİNAL

DATE	
PERM.NUMBER	

This form ☐ It is the annex of the general work permit no.

Hot work place:	
Definition of hot work :	

	Yes	No
1. The area where the study will be carried out is free from all kinds of fuel / natural gas sources. at least 20 meters away?		
2.Any combustible material where the sparks fall Is the item available?		
3. Are all electrical connections and grounding of the equipment being worked on?		
4.Has the inside of the pipeline to be worked on been completely cleaned and separated from the system with a blind flange?		
5.Does the welding equipment to be used have sufficient security? Check the tubes, manometer, hoses, welding moor and cable!)		
6.Is there a suitable type and number of fire extinguishers with the team that will do the work? (CO2 should not be used in closed volumes.)		
7. Are the hands of the person who will close and open gas cylinders free of oil and dirt?		

PRECAUTIONS

	By Petline	By Contractor	Notes
Discharging			
Cleaning			
Insulation			
blind flanging			
valve safety			
Surrounding the field with tape			
Blanket			
Protective clothing			
Additional firefighting equipment			
Cooling			

If you answered "No" to Question 1, please go to the back page.

Hot Work Can Be Done	Business Conditions Are Eligible	I understand the terms, all the rules I promise to comply.
TECHNICAL SAFETY	BUSINESS SUPERVISOR	COMPANY RESPONSIBLE

Proper Shipping Name		
UN number if any and class ID groups in the Characteristic table		
The Code to which the load is Natural	Dangerous liquid bulk cargoes (Petroleum and Petroleum Derivatives Marpol Annex-1)	
	Dangerous liquid bulk cargoes (Chemical and similar IBC Code)	
	Dangerous Liquid Bulk Cargoes (Liquefied Gas IGC Code)	
	Packaged Dangerous goods (IMDG Codes)	
	Dangerous solid Bulk Cargoes (IMSBC Code)	

11.19 – Dangerous Goods Handling Guide Additional Cargo Notification (when necessary)

Appendix: Safety Data Sheet (SDS)

Dangerous Goods Safety Consultant
Serkan EKİCİ

Coastal Facility Officer
Turhan GÜREFEOĞLU

11.20 Dangerous Goods Documents.

The Dangerous Goods Transport Document should contain the following information:

- Shipping name or correct technical name (trade names will not be accepted)
- Class and Division, if applicable. Class or Division risk can be included in the number of classes. The compatibility group will also be indicated within the class 1 goods and in the case of gas with secondary risk, more information will be added to indicate the risks
- United Nations number will be written after UN
- Packing group, if any
- Total quantity of dangerous goods per volume or mass as well as package number and types
- Flash point for substances with a flash point of 61 Co or less
- Additional risks not specified in the shipping name.
- Goods will be designated as "Marine Pollutant" where necessary
- Empty containers containing hazardous cargo residues will be written with status-indicating texts such as "Empty", "Uncleaned" or "Contains Residue" before or after the shipping name.
- For dangerous goods in limited quantity, the expression "Limited Dangerous Goods in Limited Quantity" will be added.
- Document signed on behalf of the sender stating that the goods are correctly classified, packaged, marked, labeled and suitable for transport

PETLINE	PETLİNE PETROL ÜRÜNLERİ A.ŞGEMİ / TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST	FORM NO: PETT-21 REVİZY

Tarih ve Zaman/Date Time			
Liman Rıhtım-Port and Berth	PETLİNE PLATFORM 1		
Tanker		Terminal	PETLİNE KÖRFEZ TERMİNALİ
Transfer edilecek ürün Products to be transferred:			

Part 1A. Tanker: Checks pre-arrival			
Item	Check	Status	Remarks
1.	**Varış öncesi bilgi alışverişi yapılır.** Pre-arrival information is exchanged (6.5. 21.2)	☐ Yes	
2.	**Uluslararası kıyı yangın bağlantısı mevcuttur** International shore fire connection is available (5.5. 19.4.3.1)	☐ Yes	
3.	**Transfer hortumları uygun yapıdadır.** Transfer hoses are of suitable construction (18.2)	☐ Yes	
4.	**Terminal bilgi kitapçığı gözden geçirildi** Terminal information booklet reviewed (15.2.2)	☐ Yes	
5.	**Yanaşma öncesi bilgi alışverişi yapılır** Pre-berthing information is exchanged (21.3, 22.3)	☐ Yes	
6.	**Basınç/vakum valfleri ve/veya yüksek hızlı havalandırmalar çalışır durumda** Pressure/vacuum valves and/or high velocity vents are operational (11.1.8)	☐ Yes	
7.	**Sabit ve taşınabilir oksijen analizörleri çalışır durumda** Fixed and portable oxygen analysers are operational (2.4)	☐ Yes	

Part 1B. Tanker: Checks pre-arrival if using an inert gas system			
Item	Check	Status	Remarks
8.	**Inert gaz sistemi basıncı ve oksijen kaydedicileri çalışır durumda** Inert gas system pressure and oxygen recorders are operational (11.1.5.2. 11.1.11)	❑ Yes	
9.	**Inert gaz sistemi ve ilgili ekipman çalışır durumda** Inert gas system and associated equipment are operational (11.1.5.2, 11.1.11)	❑ Yes	
10.	**Kargo tankı atmosferlerinin oksijen içeriği %8'den az** Cargo tank atmospheres' oxygen content is less than 8% (11.1.3)	❑ Yes	
11.	**Kargo tankı atmosferleri pozitif basınçta** Cargo tank atmospheres are at positive pressure (11.1.3)	❑ Yes	

PETLINE	PETLİNE PETROL ÜRÜNLERİ A.Ş GEMİ/ TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST For Tankers -ISGOTT 6th Edition	FORM NO:PETTT-21 REVİZYON:02 TARİH: 25.07.2022

Part 2. Terminal: Checks pre-arrival
(To be filled by Terminal and forwarded to vessel)

Item	Check	Status	Remarks
12.	**Varış öncesi bilgi alışverişi yapılır** Pre-arrival information is exchanged (6.5, 21.2)	☐ Yes	
13.	**Uluslararası kıyı yangın bağlantısı mevcuttur** International shore fire connection is available (5.5, 19.4.3.1, 19.4.3.5)	☐ Yes	
14.	**Transfer ekipmanı uygun yapıdadır** Transfer equipment is of suitable construction (18.1,18.2)	☐ Yes	
15.	**Tankere iletilen terminal bilgi kitapçığı** Terminal information booklet transmitted to tanker (15.2.2)	☐ Yes	
16.	**Yanaşma öncesi bilgi alışverişi yapılır** Pre-berthing information is exchanged (21.3, 22.3)	☐ Yes	
17.	**Usturmaçalar etkili** Fendering is effective (22.4.1 I	☐ Yes	
18.	**Bağlama düzeneği etkili** Mooring arrangement is effective (22.2, 22.4.3)	☐ Yes	
19.	**Tankere giriş ve çıkış güvenli** Access to and from the tanker is safe (16.4)	☐ Yes	
20.	**Frengi giderleri tıkalı** Scuppers and savealls are plugged (23.7.4, 23.7.5)	☐ Yes	
21.	**Kargo sistemi deniz bağlantıları ve gemiden tahliyeler emniyete alınmıştır.** Cargo system sea connections and overboard discharges are secured (23.7.3)	☐ Yes	
22.	**VHF ve UHF alıcı-vericileri düşük güç moduna ayarlandı** VHF and UHF transceivers are set to low power mode (4.11.6, 4.13.2.2)	☐ Yes	
23.	**Üst güvertede dışa açılanlar control edilir.** External openings in superstructures are controlled (23.1)	☐ Yes	
24.	**Pompa dairesi havalandırması etkili.** Pumproom ventilation is effective (10.12.2)	☐ Yes	
25.	**Orta frekans/yüksek frekans radyo antenleri izoleli.** Medium frequency/high frequency radio antennae are isolated (4.11.4, 4.13.2.1)	☐ Yes	
26.	**Yaşam mahali positif basınçta.** Accommodation spaces are at positive pressure (23.2)	☐ Yes	
27.	**Yangın kontrol planları hazır** Fire control plans are readily available (9.11.2.5)	☐ Yes	

Part 4. Terminal: Checks after mooring (To be filled by Terminal and a copy provided to vessel)				
Item	Check	Status		Remarks
28.	**Usturmaçalar etkili.** Fendering is effective (22.4.1)	☐ Yes		
29.	**Tanker, terminal bağlama planına göre bağlandı.** Tanker is moored according to the terminal mooring plan (22.2, 22.4.3)	☐ Yes		
30.	**Tankere giriş ve çıkış güvenli.** Access to and from the tanker is safe (16.4)	☐ Yes		
31.	**Döküntü muhafazası ve hazneler güvenlidir.** Spill containment and sumps are secure (18.4.2, 18.4.3, 23.7.4, 23.7.5)	☐ Yes		
32.	**Tanker, kararlaştırılan bildirim süresinde hareket etmeye hazır** Tanker is ready to move at agreed notice period (9.11, 21.7.1.1, 22.5.4)	☐ Yes	☐ Yes	
33.	**Etkin tanker ve terminal iletişimi kuruldu** Effective tanker and terminal communications are established (21.1.1. 21.1.2)	☐ Yes	☐ Yes	
34.	**Transfer ekipmanı güvenli durumda** Transfer equipment is in safe condition (isolated, drained and de-pressurised) (18.4.1)	☐ Yes	☐ Yes	
35.	**Operasyon denetimi ve vardiya yeterli** Operation supervision and watchkeeping is adequate (7.9, 23.11)	☐ Yes	☐ Yes	
36.	**Acil bir durumla başa çıkmak için yeterli personel var** There are sufficient personnel to deal with an emergency (9.11.2.2, 23.11)	☐ Yes	☐ Yes	
37.	**Sigara içme kısıtlamaları ve belirlenmiş sigara içme alanları oluşturuldu** Smoking restrictions and designated smoking areas are established (4.10, 23.10)	☐ Yes	☐ Yes	
38.	**Çıplak ışık kısıtlamaları belirlendi** Naked light restrictions are established (4.10.1)	☐ Yes	☐ Yes	
39.	**Elektrikli ve elektronik cihazların kontrolü kabul edildi** Control of electrical and electronic devices is agreed (4.11, 4.12)	☐ Yes	☐ Yes	
40.	**Hem tankerden hem de terminalden acil kaçış yolları oluşturuldu** Means of emergency escape from both tanker and terminal are established (20.5)	☐ Yes	☐ Yes	
41.	**Yangın söndürme ekipmanı kullanıma hazır** Firefighting equipment is ready for use (5, 19.4, 23.8)	☐ Yes	☐ Yes	
42.	**Petrol sızıntısı temizleme malzemesi mevcuttur** Oil spill clean-up material is available (20.4)	☐ Yes	☐ Yes	
43.	**Manifoldlar düzgün bağlanmış** Manifolds are properly connected (23.6.1)	☐ Yes	☐ Yes	
44.	**Numuneleme ve ölçüm protokolleri kabul edildi** Sampling and gauging protocols are agreed (23.5.3.2, 23.7.7.5)	☐ Yes	☐ Yes	
45.	**Kargo, bunker ve balast elleçleme operasyonları için prosedürler kabul edildi** Procedures for cargo, bunkers and ballast handling operations are agreed (21.4, 21.5, 21.6)	☐ Yes	☐ Yes	
46.	**Kargo transferi yönetimi kontrolleri kabul edildi** Cargo transfer management controls are agreed (12.1)	☐ Yes	☐ Yes	
47.	**Ham petrol yıkama dahil olmak üzere kargo tankı temizleme gereksinimleri kabul edildi** Cargo tank cleaning requirements, including crude oil washing, are agreed (12.3, 12.5, 21.4.1)	☐ Yes	☐ Yes	See also parts 7B/7C as applicable

48.	**Kargo tankı gazdan arındırma düzenlemeleri kabul edildi** Cargo tank gas freeing arrangements agreed (12.4)	☐ Yes	☐ Yes	See also part 7C
49.	**Kabul edilen kargo ve bunker slop taşıma gereksinimleri** Cargo and bunker slop handling requirements agreed (12.1, 21.2, 21.4)	☐ Yes	☐ Yes	See also part 7C
50.	**Aktarılan kargoların düzenli kontrolleri için rutin kararlaştırıldı** Routine for regular checks on cargo transferred are agreed (23.7.2)	☐ Yes	☐ Yes	
51.	**Acil durum sinyalleri ve kapatma prosedürleri kabul edildi** Emergency signals and shutdown procedures are agreed (12.1.6.3, 18.5, 21.1.2)	☐ Yes	☐ Yes	
52.	**Güvenlik veri sayfaları mevcuttur** Safety data sheets are available (1.4.4, 20.1, 21.4)	☐ Yes	☐ Yes	
53.	**Aktarılacak ürünlerin tehlikeli özellikleri tartışılır** Hazardous properties of the products to be transferred are discussed (1.2, 1.4)	☐ Yes	☐ Yes	
54.	**Tanker/terminal arayüzünün elektrik yalıtımı etkili** Electrical insulation of the tanker/terminal interface is effective (12.9.5, 17.4, 18.2.14)	☐ Yes	☐ Yes	
55.	**Tank havalandırma sistemi ve kapalı çalışma prosedürleri üzerinde anlaşmaya varıldı** Tank venting system and closed operation procedures are agreed (11.3.3.1. 21.4, 21.5, 23.3.3)	☐ Yes	☐ Yes	
56.	**Buhar dönüş hattı işletim parametreleri üzerinde anlaşmaya varıldı** Vapour return line operational parameters are agreed (11.5, 18.3, 23.7.7)	☐ Yes	☐ Yes	
57.	**Geri doldurmayı önlemek için önlemler kabul edildi** Measures to avoid back-filling are agreed (12.1.13.7)	☐ Yes	☐ Yes	
58.	**Kullanılmayan kargo ve bunker bağlantılarının durumu tatmin edici** Status of unused cargo and bunker connections is satisfactory (23.7.1, 23.7.6)	☐ Yes	☐ Yes	
59.	**Taşınabilir VHF ve UHF telsizleri kendinden güvenlidir** Portable VHF and UHF radios are intrinsically safe (4.12.4, 21.1.1)	☐ Yes	☐ Yes	
60.	**Terminalden kargo tankına nitrojen alma prosedürleri üzerinde anlaşmaya varıldı** Procedures for receiving nitrogen from terminal to cargo tank are agreed (12.1.14.8)	☐ Yes	☐ Yes	

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Additional for chemical tankers - Checks Pre-Transfer

Part 5B. Tanker and terminal: bulk liquid chemicals. Checks pre-transfer				
Item	Check	Tanker Status	Termina l Status	Remarks
61.	**Üreticiden alınan inhibisyon sertifikası (gerekirse)** Inhibition certificate received (if required) from manufacturer	☐ Yes	☐ Yes	
62.	**Uygun kişisel koruyucu ekipman tanımlanmış ve mevcut** Appropriate personal protective equipment identified and available (4.8.1)	☐ Yes	☐ Yes	
63.	**Kargo ile kişisel temasa karşı önlemler kabul edildi** Countermeasures against personal contact with cargo are agreed (1.4)	☐ Yes	☐ Yes	
64.	**Yük elleçleme hızı ve valf kapatma süreleri ve otomatik kapatma sistemleri ile ilişkisi kabul edilir** Cargo handling rate and relationship with valve closure times and automatic shutdown systems is agreed (16.8, 21.4, 21.5, 21.6)	☐ Yes	☐ Yes	
65.	**Kargo sistemi gösterge çalışması ve alarm ayar noktaları onaylandı** Cargo system gauge operation and alarm set points are confirmed (12.1.6.6.1)	☐ Yes	☐ Yes	
66.	**Yeterli taşınabilir buhar algılama cihazları kullanımda** Adequate portable vapour detection instruments are in use (2.4)	☐ Yes	☐ Yes	
67.	**Yangınla mücadele araçları ve prosedürleri hakkında bilgi alışverişi yapılır** Information on firefighting media and procedures is exchanged (5, 19)	☐ Yes	☐ Yes	
68.	**Taşınan ürün için uygun olduğu onaylanan transfer hortumları** Transfer hoses confirmed suitable for the product being handled (18.2)	☐ Yes	☐ Yes	
69.	**Kargo elleçleme işleminin yalnızca kalıcı olarak kurulmuş bir boru hattı sistemi ile yapıldığını onaylayın** Confirm cargo handling is only by a permanent installed pipeline system	☐ Yes	☐ Yes	
70.	**İnertleştirme veya temizleme için terminalden nitrojen almak için prosedürler mevcuttur.** Procedures are in place to receive nitrogen from the terminal for inerting or purging (12.1.14.8)	☐ Yes	☐ Yes	

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Additional for gas tankers - Checks Pre-Transfer

Part 5C. Tanker and terminal: liquefied gas. Checks pre-transfer				
Item	Check	Tanker Status	Terminal Status	Remarks
71.	**Üreticiden alınan inhibisyon sertifikası (gerekirse)** Inhibition certificate received (if required) from manufacturer	☐ Yes	☐ Yes	
72.	**Su püskürtme sistemi çalışır durumda** Water spray system is operational (5.3.1,19.4.3)	☐ Yes	☐ Yes	
73.	**Uygun kişisel koruyucu ekipman belirlenir ve kullanılabilir** Appropriate personal protective equipment is identified and available(4.8.1)	☐ Yes	☐ Yes	
74.	**Uzaktan kumanda valfleri çalışır durumda** Remote control valves are operational	☐ Yes	☐ Yes	
75.	**Kargo pompaları ve kompresörler çalışır durumda.** Cargo pumps and compressors are operational.	☐ Yes	☐ Yes	
76.	**Maksimum çalışma basınçları tanker ve terminal arasında kararlaştırılır** Maximum working pressures are agreed between tanker and terminal (21.4,21.5,21.6)	☐ Yes	☐ Yes	
77.	**Yeniden sıvılaştırma veya kaynama kontrol ekipmanı çalışır durumda** Reliquefaction or boil-off control equipment is operational	☐ Yes	☐ Yes	
78.	**Gaz algılama ekipmanı kargo için uygun şekilde ayarlanmıştır** Gas detection equipment is appropriately set for the cargo(2.4)	☐ Yes	☐ Yes	
79.	**Kargo sistemi gösterge çalışması ve alarm ayar noktaları onaylandı** Cargo system gauge operation and alarm set points are confirmed (12.1.6.6.1)	☐ Yes	☐ Yes	
80.	**Acil kapatma sistemi test edildi ve çalışıyor** Emergency shutdown system are tested and operational (18.5)	☐ Yes	☐ Yes	
81.	**Yük elleçleme hızı ve valf kapatma süreleri ve otomatik kapatma sistemleri ile ilişkisi kabul edilir** Cargo handling rate and relationship with valve closure times and automatic shutdown systems is agreed (16.8,21.4,21.5,21.6)	☐ Yes	☐ Yes	
82.	**Aktarılacak kargonun maksimum/minimum sıcaklıkları/basınçları kararlaştırılır** Maximum/minimum temperatures/pressures of the cargo to be transferred are agreed (21.4,21.5,21.6)	☐ Yes	☐ Yes	
83.	**Kargo tankı tahliye valfi ayarları onaylandı** Cargo tank relief valve settings are confirmed (12.11,21.22,21.4)	☐ Yes	☐ Yes	

Part 6. Tanker and Terminal: Agreements Pre-Transfer				
Part 5 Item	Agreement	Details	Tanker initials	Terminal initials
32.	**Tanker manevra hazırlığı** Tanker manoeuvring readiness	**Manevraya tam olarak hazır olmak için ihbar süresi (max)** Notice period (maximum) for full readiness to manoeuvre: **Devre dışı kalma süresi (izin veriliyorsa):** Period of disablement (if permitted):		
33.	**Güvenlik protokolleri:** Security protocols:	**Güvenlik seviyesi:**Security level: **Yerel gereksinimler:** Local requirements:		
33.	**Etkili tanker/terminal iletişimi** Effective tanker/terminal communications	**Birincil system:** Primary system: **Yedek system:** Backup system:		
35.	**Operasyonel denetim ve vardiya** Operational supervision and watchkeeping	Tanker: Terminal :		
37. 38.	**Özel sigara içme alanları ve çıplak ışık kısıtlaması** Dedicated smoking areas and naked lights restriction	Tanker: Terminal :		
45.	**Maksimum rüzgar, akıntı ve deniz/şişme kriterleri veya diğer çevresel faktörler** Maximum wind, current and sea/swell criteria or other environmental factors	**Kargo transferi durur.**Stop cargo transfer: **Bağlantı sökülür** Disconnect: **İskeleden ayrılır** Unberth: *(Note: Company Recommended Environmental and Operational Limits are available in CTM Chapter – General Port Procedures./STS Transfer operations)*		
45. 46.	**Kargo, bunker ve balast elleçleme limitleri** Limits for cargo, bunkers and ballast handling	**Maksimum transfer** Maximum transfer rates: **Kapanma** Topping-off rates: **Max manifold basıncı:**Maximum manifold pressure: **Kargo sıcaklığı** Cargo temperature: **Diğer kısıtlamalar** Other limitations:		
45. 46.	**Basınç dalgalanma kontrolü** Pressure surge control	Minimum number of cargo tanks open: Tank switching protocols: Minimum number of cargo tanks open: Tank switching protocols: Full load rate: Topping-off rate: Closing time of automatic valves:		
46.	**Kargo transferi yönetim prosedürleri** Cargo transfer management procedures	**Eylem bildirim süreleri:** Action notice periods: **Aktarım durdurma protokolleri** Transfer stop protocols:		
50.	**Düzenli kontroller için rutin transfer edilen kargo kabul edildi** Routine for regular checks on cargo transferred are agreed	**Rutin aktarılan miktar kontrolleri:** Routine transferred quantity checks:		
51.	**Acil durum sinyalleri** Emergency signals	Tanker: Terminal		
55.	**Tank havalandırma sistemi** Tank venting system	Procedure:		
55.	**Kapalı operasyonlar** Closed operations	Requirements:		
56.	**Buhar dönüş hattı** Vapour return line	Operational parameters: Maximum flow rate:		
60.	**Terminalden azot beslemesi** Nitrogen supply from terminal	**Alınacak prosedürler** Procedures to receive: Maximum pressure: Flow rate:		
83	**Yalnızca gaz tankeri için: Kargo tankı tahliye vanası ayarları**	Tank1 : Tank2		

On next change the numbering of items in the checklist

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Part 6. Tanker and Terminal: Agreements Pre-Transfer				
Part 5 Item	Agreement	Details	Tanker initials	Terminal initials
	For gas tanker only: Cargo tank relief valve settings	Tank4 :		
xx	İstisnalar ve eklemeler Exceptions and additions	Her iki tarafın da bilmesi gereken özel konular: Special issues that both parties should be aware of:		

Ship / Shore Safety Checklist – Pre-Transfer Checks			
Tarih Zaman Date and Time			
Liman Rıhtım Port and Berth	PETLİNE PLATFORM 1		
Tanker		Terminal	PETLİNE KÖRFEZ TERMİNAL
Transfer Edilecek Ürün Products to be transferred:			

Part 7A. General tanker: checks pre-transfer			
Item	Check	Status	Remarks
84.	Taşınabilir damlama tepsileri doğru şekilde yerleştirilmiş ve boş Portable drip trays are correctly positioned and empty (23.7.5)	☐ Yes	
85.	Bireysel kargo tankı asal gaz besleme valfleri, kargo planı için sabitlenir Individual cargo tank inert gas supply valves are secured for cargo plan (12.1.13.4)	☐ Yes	
86.	Oksijen içeriği %5'ten fazla olmayan inert gaz sağlayan inert gaz sistemi Inert gas system delivering inert gas with oxygen content not more than 5% (11.1.3)	☐ Yes	
87.	Kargo tankı yüksek seviye alarmları çalışır durumda Cargo tank high level alarms are operational (12.1.6.6.1)	☐ Yes	
88.	Tüm kargo, balast ve bunker tanklarının açıklıkları emniyete alınmıştır. All cargo, ballast and bunker tanks openings are secured (23.3)	☐ Yes	

For tankers that will perform tank cleaning alongside and/or gas freeing alongside

Part 7C. Tanker: checks prior to tank cleaning and/or gas freeing			
Item	Check	Status	Remarks
91.	Tank temizleme işlemleri için izin onaylandı Permission for tank cleaning operations is confirmed (21.2.3, 21.4, 25.4.3)	☐ Yes	
92.	Gazdan arındırma operasyonları için izin onaylandı Permission for gas freeing operations is confirmed (12.4.3)	☐ Yes	
93.	Tank temizleme prosedürleri kabul edildi Tank cleaning procedures are agreed (12.3.2, 21.4, 21.6)	☐ Yes	
94.	Kargo tankı girişi gerekliyse, giriş prosedürleri terminal ile anlaşmaya varılmıştır. If cargo tank entry is required, procedures for entry have been agreed with the terminal (10.5)	☐ Yes	
95.	Slop karşılama tesisleri ve gereksinimleri onaylandı Slop reception facilities and requirements are confirmed (12.1, 21.2, 21.4)	☐ Yes	

Do not change the numbering of items in the checklist..

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Declaration		
We the undersigned have checked the items in the applicable parts 1 to 7 as marked and signed below:		
	Tanker	Terminal
Part 1A. Tanker: Checks pre-arrival	☐	☐
Part 1B. Tanker: Checks pre-arrival if using an inert gas system	☐	☐
Part 2. Terminal: checks pre-arrival	☐	☐
Part 3. Tanker: checks after mooring	☐	☐
Part 4. Terminal: checks after mooring	☐	☐
Part 5A. Tanker and terminal: pre-transfer conference	☐	☐
Part 5B. Tanker and terminal: bulk liquid chemicals. Checks pre-transfer	☐	☐
Part 6. Tanker and terminal: agreements pre-transfer	☐	☐
Part 7A. General tanker: checks pre-transfer	☐	☐
Part 7C. Tanker: checks prior to tank cleaning and/or gas freeing	☐	☐
Gemi, tamamlanmış Bölüm 2, 4 ve 9'un kopyalarını terminalden talep etmiştir, ancak terminalin dahili süreci nedeniyle kopyalar gemi ile paylaşılmamıştır. Vessel has requested for copies of completed Part 2, 4 and 9 from the terminal, however due to terminal's internal process, the copies were not shared with the vessel.	☐ (Tick if applicable)	
ISGOTT'un 25. bölümünde belirtilen kılavuza uygun olarak, yaptığımız girişlerin bilgimiz dahilinde doğru olduğundan ve tanker ile terminalin transfer operasyonunu üstlenmek için anlaştıklarından memnuniuz. Ayrıca, ISGOTT SSSCL'nin 8. ve 9. bölümlerinde belirtilen, tanker için _____ saatten (4 saati geçmeyecek) ve terminal için _____ saatten fazla olmayan aralıklarla yapılması gereken tekrarlayan kontrolleri gerçekleştirmeyi kabul ettik. .Bildiğimiz kadarıyla herhangi bir öğenin durumu değişirse, diğer tarafı derhal bilgilendireceğiz. In accordance with the guidance noted in chapter 25 of ISGOTT, we are satisfied that the entries we have made are correct to the best of our knowledge and that the tanker and terminal are in agreement to undertake the transfer operation. We have also agreed to carry out the repetitive checks noted in parts 8 and 9 of the ISGOTT SSSCL, which should occur at intervals of not more than _____ hours (Shall not exceed 4 hours) for the tanker and not more than _____ hours for the terminal. If, to our knowledge, the status of any item changes, we will immediately inform the other party.		

Tanker		Terminal	
Name		Name	
Rank	Chief Officer	Rank	Terminal Manager
Signature		Signature	
Date		Date	
Time		Time	

PETLINE	GEMİ / TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST For Tankers -ISGOTT 6th Edition	PETT-21 REVİZYON:0 2 TARİH: 25.07.2022

Repetitive Checks

Part 8. Tanker: repetitive checks during and after transfer								
Item Ref	Check	Time	Time	Time	Time	Time	Time	Remarks
Interval time:..... hrs								
8.	**İnert gaz sistemi basıncı ve oksijen kaydı çalışır durumda** Inert gas system pressure and oxygen recording operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
9.	**İnert gaz sistemi ve ilgili tüm ekipmanlar çalışır durumda** Inert gas system and all associated equipment are operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
11.	**Kargo tankı atmosferleri pozitif basınçta** Cargo tank atmospheres are at positive pressure	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
18.	**Bağlama düzenlemesi etkilidir** Mooring arrangement is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
19.	**Tankere giriş ve çıkış güvenli** Access to and from the tanker is safe	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
20.	**Frengiler kapalı** Scuppers and save-alls are plugged	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
23.	**Üst güverte dış açıklıklar kontrol edilir** External openings in superstructures are controlled	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
24.	**Pompa odası havalandırması etkilidir** Pumproom ventilation is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
28.	**Tanker, kararlaştırılan bildirim süresinde hareket etmeye hazır** Tanker is ready to move at agreed notice period	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
29.	**Usturmaçalar etkili** Fendering is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
33.	**İletişim etkilidir** Communications are effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
35.	**Gözlem ve vardiya yeterli** Supervision and watchkeeping is adequate	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
36.	**Acil bir durumla başa çıkmak için yeterli personel mevcut** Sufficient personnel are available to deal with an emergency	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	

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Part 8. Tanker: repetitive checks during and after transfer								
Item Ref	Check	Time	Time	Time	Time	Time	Time	Remarks
37.	**Sigara içme kısıtlamalarına ve belirlenmiş sigara içme alanlarına uyulur** Smoking restrictions and designated smoking areas are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
38.	**Açık alev kısıtlamalarına uyulur** Naked light restrictions are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
39.	**Tehlikeli bölgelerdeki elektrikli cihaz ve ekipmanların kontrolüne uyulur.** Control of electrical devices and equipment in hazardous zones is complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
40. 41. 42. 51.	**Acil müdahale hazırlığı tatmin edicidir** Emergency response preparedness is satisfactory	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
54.	**Tanker/terminal arayüzünün elektrik yalıtımı etkili** Electrical insulation of the tanker/terminal interface is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
55.	**Tank havalandırma sistemi ve kapalı çalışma prosedürleri kararlaştırıldığı gibidir** Tank venting system and closed operation procedures are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
85.	**Münferit kargo tankı inert gaz valfleri ayarları kararlaştırıldığı gibidir** Individual cargo tank inert gas valves settings are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	N/A
86.	**İnert gaz dağıtımı %5'ten fazla olmayan oksijende korunur** Inert gas delivery maintained at not more than 5 % oxygen	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	N/A
87.	**Kargo tankı yüksek seviye alarmları çalışır durumda** Cargo tank high level alarms are operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
	Initials							

PETLINE	PETLİNE PETROL ÜRÜNLERİ A.Ş GEMİ / TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST For Tankers -ISGOTT 6th Edition	FORM NO:PETT-21 REVİZYON:0 2 TARİH: 25.07.2022

Part 8. Tanker: repetitive checks during and after transfer								
Item Ref	Check	Time	Time	Time	Time	Time	Time	Remarks
37.	**Sigara içme kısıtlamalarına ve belirlenmiş sigara içme alanlarına uyulur** Smoking restrictions and designated smoking areas are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
38.	**Açık alev kısıtlamalarına uyulur** Naked light restrictions are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
39.	**Tehlikeli bölgelerdeki elektrikli cihaz ve ekipmanların kontrolüne uyulur.** Control of electrical devices and equipment in hazardous zones is complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
40. 41. 42. 51.	**Acil müdahale hazırlığı tatmin edicidir** Emergency response preparedness is satisfactory	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
54.	**Tanker/terminal arayüzünün elektrik yalıtımı etkili** Electrical insulation of the tanker/terminal interface is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
55.	**Tank havalandırma sistemi ve kapalı çalışma prosedürleri kararlaştırıldığı gibidir** Tank venting system and closed operation procedures are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
85.	**Münferit kargo tankı inert gaz valfleri ayarları kararlaştırıldığı gibidir** Individual cargo tank inert gas valves settings are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
86.	**İnert gaz dağıtımı %5'ten fazla olmayan oksijende korunur** Inert gas delivery maintained at not more than 5 % oxygen	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
87.	**Kargo tankı yüksek seviye alarmları çalışır durumda** Cargo tank high level alarms are operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
	Initials							

PETLINE	PETLİNE PETROL ÜRÜNLERİ A.Ş GEMİ / TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST For Tankers -ISGOTT 6th Edition	FORM NO: PETT-21 REVİZYON:0 2 TARİH: 25.07.2022

Part 9. Terminal: repetitive checks during and after transfer
(To be completed by Terminal and copy provided to vessel)

Item	Check	Time	Time	Time	Time	Time	Time	Remarks
Interval time:..... hrs								
18.	Bağlama düzenlemesi etkilidir Mooring arrangement is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
19.	Tankere giriş ve çıkış güvenli Access to and from the terminal is safe	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
29.	Usturmaçalar etkili Fendering is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
32.	Dökülme önleme ve hazneler güvenli Spill containment and sumps are secure	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
33.	İletişim etkilidir Communications are effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
35.	Gözlem ve vardiya yeterli Supervision and watchkeeping is adequate	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
36.	Acil bir durumla başa çıkmak için yeterli personel mevcut Sufficient personnel are available to deal with an emergency	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
37.	Sigara içme kısıtlamalarına ve belirlenmiş sigara içme alanlarına uyulur Smoking restrictions and designated smoking areas are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
38.	Açık alev kısıtlamalarına uyulur Naked light restrictions are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
39.	Tehlikeli bölgelerdeki elektrikli cihaz kontrolüne uyulur. Control of electrical devices and equipment in hazardous zones is complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
40. 41. 47. 51.	Acil müdahale hazırlığı tatmin edicidir Emergency response preparedness is satisfactory	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
54.	Tanker/terminal arayüzünün elektrik yalıtımı etkili Electrical insulation of the tanker/terminal interface is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
55.	Tank havalandırma sistemi ve kapalı çalışma prosedürleri kararlaştırıldığı gibidir Tank venting system and closed operation procedures are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
Initials								

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Part 9. Terminal: repetitive checks during and after transfer
(To be completed by Terminal and copy provided to vessel)

Item	Check	Time	Time	Time	Time	Time	Time	Remarks
Interval time:..... hrs								
18.	**Bağlama düzenlemesi etkilidir** Mooring arrangement is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
19.	**Tankere giriş ve çıkış güvenli** Access to and from the terminal is safe	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
29.	**Usturmaçalar etkili** Fendering is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
32.	**Dökülme önleme ve hazneler güvenli** Spill containment and sumps are secure	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
33.	**İletişim etkilidir** Communications are effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
35.	**Gözlem ve vardiya yeterli** Supervision and watchkeeping is adequate	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
36.	**Acil bir durumla başa çıkmak için yeterli personel mevcut** Sufficient personnel are available to deal with an emergency	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
37.	**Sigara içme kısıtlamalarına ve belirlenmiş sigara içme alanlarına uyulur** Smoking restrictions and designated smoking areas are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
38.	**Açık alev kısıtlamalarına uyulur** Naked light restrictions are complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
39.	**Tehlikeli bölgelerdeki elektrikli cihaz kontrolüne uyulur.** Control of electrical devices and equipment in hazardous zones is complied with	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
40. 41. 47. 51.	**Acil müdahale hazırlığı tatmin edicidir** Emergency response preparedness is satisfactory	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
54.	**Tanker/terminal arayüzünün elektrik yalıtımı etkili** Electrical insulation of the tanker/terminal interface is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
55.	**Tank havalandırma sistemi ve kapalı çalışma prosedürleri kararlaştırıldığı gibidir** Tank venting system and closed operation procedures are as agreed	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
Initials								

Do not change the numbering of items in the checklist..

PETLINE	PETLİNE PETROL ÜRÜNLERİ A.Ş GEMİ / TERMİNAL GÜVENLİK KONTROL LİSTESİ SHIP/SHORE SAFETY CHECK LIST For Tankers -ISGOTT 6th Edition	FORM NO: PETT-21 REVİZYON:0 2 TARİH: 25.07.2022

Part 8. Tanker: repetitive checks during and after transfer

Item Ref	Check	Time	Time	Time	Time	Time	Time	Remarks
Interval time:..... hrs								
8.	İnert gaz sistemi basıncı ve oksijen kaydı çalışır durumda Inert gas system pressure and oxygen recording operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
9.	İnert gaz sistemi ve ilgili tüm ekipmanlar çalışır durumda Inert gas system and all associated equipment are operational	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
11.	Kargo tankı atmosferleri pozitif basınçta Cargo tank atmospheres are at positive pressure	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
18.	Bağlama düzenlemesi etkilidir Mooring arrangement is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
19.	Tankere giriş ve çıkış güvenli Access to and from the tanker is safe	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
20.	Frengiler kapalı Scuppers and save-alls are plugged	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
23.	Üst güverte dış açıklıklar kontrol edilir External openings in superstructures are controlled	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
24.	Pompa odası havalandırması etkilidir Pumproom ventilation is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
28.	Tanker, kararlaştırılan bildirim süresinde hareket etmeye hazır Tanker is ready to move at agreed notice period	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
29.	Usturmaçalar etkili Fendering is effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
33.	İletişim etkilidir Communications are effective	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
35.	Gözlem ve vardiya yeterli Supervision and watchkeeping is adequate	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	☐ Yes	
	Acil bir durumla başa çıkmak için yeterli personel mevcut	☐ Y	☐ Y	☐ Y	☐ Y	☐ Y	☐ Y	

11.22 Pipeline, Tank and Pump Cleaning

1- Evacuation Works

a. The liquid product remaining in the tank, line (by sweeping the line) and pump is discharged.

b. Any residue from the product is discharged with the help of heating, water and steam.

c. It is checked whether there is liquid and sedimentary product in the tank, line and pump.

d. According to the control result, if there is still product and sediment, it enters the tank after aeration and manually discharges the remaining product with the supervisor using the necessary equipment.

2-) Ventilating the Tank

e- to Open the manhole and measurement covers of the tank where the product is discharged, and let it ventilate for an appropriate time.

f. If time is limited, the tank is ventilated with the help of an ex-proof (electrical and gas-proof) fan. By turning the drain valves on the evacuated line to the open position, the line is allowed to ventilate for the appropriate time.

3-) Cleaning the Tank, Line or Pump with appropriate methods and materials

g. The line, tank or pump should be cleaned using cold - hot pressurized water, solutions/solvents, steam, appropriate apparatus at stages and times in accordance with the procedure.

h. Cleaning is physically controlled.

I. Cleaning steps are repeated as necessary.

j. Cleaning is done by installing an ex-proof submersible pump or a diaphragm wilden pump working with compressed air for the discharge of cleaning liquids at the bottom of the tank.

k. The cleaning liquids at the bottom of the tank are discharged with a submersible pump and a wilden (diaphragm) pump.

l. It discharges the remaining cleaning liquids and water through the drain valves.

m. For liquids that cannot be discharged, it discharges the liquid by separating the flanges of the line, if any, or by separating the blind flanges.

4-) Drying the tank, line or pump

a. It applies natural aeration processes to the line, pump or tank that has been cleaned and is free of cleaning fluids.

b. It is dried by giving steam, if any, from the monitoring pipes of the line, which has been cleaned and purified from cleaning liquids, and the serpentine pipes of the tank.

c. It is dried by wiping the remaining moisture and wetting in the tank with the help of a cloth.

5-) Informing the relevant department about maintenance and repair needs after cleaning

a. Performs physical and functional controls after cleaning.

b. Determines maintenance and repair needs according to controls.

c. Notifies the relevant services for the necessary maintenance and controls.

12 ABBREVIATIONS

VHF : Marine Band Radio
CTU :Freight Transport Unit
IMDG : International Dangerous Goods Guide
IMO : International Maritime Organization
ILO : International Workers Organization
UN : United Nations
PEAR : Harmful to People, Environment, Property and Reputation
UATF : National Waste Transport Form
AFAD : Disaster and Emergency Management Presidency
SDS/ SDS : Material Safety Data Sheet

13 PRESENTATION

This Guide is valid for the entry and presence of dangerous goods in port, both on board and on shore. It is intended to make it convenient for all ships to visit people within reach of their banner. It should not be applied to ships' stores and equipment, or to troop transports and warships.

It can be helpful to the persons and organizations that prepare the transportation vehicles in Turkey, that you can make all possible situations of the loads that can be loaded in the said sale possible only without creating a model for exceptional situations.

In use and use, which can avoid misunderstanding of definitions.

14 DEFINITIONS

Interface means a dock, pier, breakwater, quay, wharf, marine terminal or similar structure (floating or not) to which a ship can be moored. This includes any facility or property other than the vessel used directly or indirectly for the loading or unloading of dangerous cargoes.

Port Facility means any person or institution that controls the operation of a port on a daily basis.

Bulk means cargoes intended to be transported in a tank permanently fixed on or inside the Ship or without a bulkhead for storage in the cargo area that is a structural part of a ship.

Cargo companies means a shipper (shipper), carrier, forwarder, groupage agent, packing center or any person, company or institution involved in any of the following activities: identification, containment, packaging, packaging, securing of dangerous cargoes, Receiving cargo in port, transporting it by sea

and always have control over the cargo in relation to its labeling, placarding or documentation.

Certificate of Conformity means a document issued by or on behalf of the Administration in accordance with the relevant laws for the ship's structure and equipment, certifying that the ship's structure and equipment are suitable for the dangerous cargoes to be transported on the ship.

Dangerous goods, within the scope of the following documents, means any of the following cargoes, whether they are packaged, packaged or transported in bulk:

- oils covered by Annex I to MARPOL 73/78;
- Gases covered by the Laws for the structure and equipment of ships carrying Liquefied Gases in bulk;
- Toxic liquid substances/chemicals, including waste, covered by law for the construction and equipment of ships carrying MARPOL 73/78 Annex II and Bulk Hazardous Chemicals;
- Solid materials in bulk containing chemical hazards and solid hazardous materials in bulk (MHBs), including wastes covered by group B annexes in the safety practices for solid bulk cargoes (BC Code);
- Harmful substances in packaged form (covered by Annex III of MARPOL 73/78); and
- **Hazardous substances**, materials or substances (covered by the IMDG Code).

The term dangerous goods also includes any uncleaned packaging that has previously been transported dangerous cargo (tank-container casing, bulk compartment intermediate containers) if it has been filled with a substance that is not classified as dangerous or has been purged of gases to neutralize any dangerous goods and if the residues of the dangerous cargoes have not been sufficiently removed (IBCs), bulk packagings, portable tanks or tank vehicles).

Certificate of Conformity means a document issued by or on behalf of the Administration to a ship carrying dangerous goods in bulk in solid form or in packaged form under SOLAS regulation II-2/19.4, which proves that the structure and equipment comply with the requirements of the regulation.

Flexible conduit refers to flexible hose and end connections containing sealed end means used for the transfer of dangerous cargoes.

Handling, including interim holding operations such as the temporary storage of dangerous cargoes in the port area during their transport from the point of origin to the destination route for the purpose of changing the means and methods of transport and movement within the port, which forms part of the transport supply chain for cargoes, and from a ship, rail car, vehicle, freight It includes loading or unloading operations from a container or another transport vehicle, intermediate transport between ships or other modes of transport, or transfer within a ship or in a warehouse or terminal area. This term has been

expanded to include all operations related to dangerous goods in the port area. .

Hot work means any open fire and flame, power tools or hot rivets, grinding, welding, burning, cutting, welding or other repair work involving heat or causing sparks, which may become dangerous due to the presence or proximity of dangerous loads.

Captain means the person in command of a ship. Pilot is not included.

Packing refers to the packaging, loading and loading of dangerous cargoes to recipients, intermediate containers for bulk transport (IBCs), freight containers, tank containers, portable tanks, railroad wagons, bulk containers, vehicles, ship barges or other cargo transport units.

Pipeline : means all pipes, connections, valves and other auxiliary facilities, apparatus and equipment in a port related to or used for the loading of dangerous cargoes, but any pipe, apparatus or equipment of the ship

excluding the ends of the parts of the pipe, apparatus or equipment of the ship to which the flexible pipes are connected. shall not include the piece of equipment, the flexible pipe, the loading arm.

The port area means the land and sea area determined by the legislation.