



PET GAZ A.Ş.
LPG STORAGE AND TUBE FILLING FACILITY
DANGEROUS GOODS HANDLING GUIDE



HAZIRLAMA TARİHİ: 01.01.2016

(Revisions in Revision Page)

Emin Gürcan Gürel
Terminal Manager

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2	2	Shore Plant Operation Permit	06.03.2018	Derviş METİN	
3	3	Head Office Closing	30.06.2018	Derviş METİN	
4	4	DGSA changes	01.04.2019	Derviş METİN	
5	5	Organizational Changes	31.01.2020	Derviş METİN	
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SHORTCUTS

IMDG: International Maritime Dangerous Goods Code

IBC: International Code for the Construction and Equipment of Ships carrying Dangerous Chemicals in Bulk

IMO: International Maritime Organization

ISPS: International Ship and Port Security

SOLAS: Safety of Life At Sea

ISGOTT: International Safety Guide for Oil Tankers and Terminals

ISSSCL: International Ship Shore Safety Check List

MARPOL: International Convention for the Prevention of Pollution from Ships

HSSE: Health Safety Security and Environment

VHF: Marine Band Radio

PPE: Personal Protection Equipment

AFAD: Disaster and Emergency Management Presidency

SDS: Material Safety Data Sheet

CBM: Conventional Mooring Buoy System

CTU: Cargo Transport Unit

DWT: Deadweight

DEFINITIONS

Liquefied Petroleum Gas (LPG): Liquefied petroleum gases consisting of a mixture of Commercial Butane and Commercial Propane conforming to the specifications specified in TS 2178.

Port Facility: Pet Gaz LPG Terminal; Buoys and pipelines and storage areas, buildings and structures used for administrative and service purposes, where LPG transported by sea and road is stored in stock tanks, the boundaries of which are determined by the administration, where ships can safely take and drop loads.

Administration: General Directorate of Dangerous Goods and Combined Transport Regulation.

Port Authority: It means any person or institution authorized to implement effective control in the port area.

Dangerous Goods: Petroleum and petroleum products within the scope of Annex-I of the International Convention for the Prevention of Pollution of the Seas by Ships (MARPOL 73/78), packaged goods listed in the International Code for Dangerous Goods Transported by Sea (IMDG Code), International Maritime Solid Bulk Cargo Code (IMSBC Code) Bulk materials with UN Number given in Annex-1, materials given in Chapter 17 of the International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code) and

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Construction of Ships Carrying Liquefied Gas in Bulk Substances given in Chapter 19 of the International Code for Equipment and Equipment (IGC Code) and substances that have not yet been included in these lists, but that have the potential to cause harm to life, property, the environment or other materials during transportation due to their physical, chemical properties or mode of transport, packaging and cargo transport units that have not been properly cleaned.

Bulk Cargo: Substances in solid, liquid and gaseous state that are the structural part of the ship or are in a tank or hold permanently fixed in or on the ship, intended to be transported directly without containment.

Handling: Relocation of the dangerous cargo, transferring it from large containers to small containers, ventilating, separating, sifting, mixing, renewing, changing or repairing the cargo transport units and packages, and similar operations without changing its essential qualities.

Packaging: The transport container in which the dangerous cargo is placed, as defined in IMDG Code Chapter 6.

Ship: Used for the transport of cargo, in inland waters or on the open seas; seagoing vessels.

Certificate of Conformity: 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 ship complies with the requirements of the regulation.

Captain: Person who directs and manages the ship.

Terminal Manager: Terminal manager who ensures that terminal operations are carried out in accordance with the determined procedures and instructions.

PFSO: Port facility security officer.

Loading Master: Pet Gaz's representative on the ships moored to terminal buoys.

Agency: Person or company authorized on behalf of the owner of the ship connected to the terminal buoys.

Pipeline: All pipes, connections, valves and other auxiliary facilities, apparatus and equipment in a port where LPG is used for shipping.

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1. INTRODUCTION

When the dangerous goods are handled or stored in entrance of port and port areas, general safety and security must be provided, the goods must be surrounded, all safety measures must be taken for all people in or near port area and the environment must be protected, all these must be controlled.

1.1. General information of facility

1	Name/title of facility operator	PET GAZ A.Ş.		
2	Contact Information of facility operator (address, phone, fax, e-mail and web page)	<u>Address:</u> Yeşilköy Mah. Çaykara Cad. 66/1 Dörtyol/Hatay <u>Phone:</u> 0326 734 2766 <u>Fax</u> 0326 734 2781 <u>Web Page:</u> www.petgaz.com.tr		
3	Name of facility	Pet Gaz LPG Storage and Tube Filling Facility		
4	City of facility located	Hatay		
5	Contact Information of facility (address, phone, fax, e-mail and web page)	<u>Address:</u> Yeşilköy Mah. Çaykara Cad. 66/1 Dörtyol/Hatay <u>Phone:</u> 0326 734 2766 <u>Fax</u> 0326 734 2781 <u>Web Page:</u> www.petgaz.com.tr		
6	Geographical area of facility located	Akdeniz		
7	Port Authority of facility and contact details	<i>İskenderun Bölge Liman Başkanlığı</i> <u>Address:</u> Çay Mah. 5 Temmuz Cad. No:43 İskenderun/Hatay <u>Phone:</u> 0326 614 1192 <u>Fax:</u> 0326 614 0226		
8	The municipality where the facility is connected and contact details	<i>Hatay Büyükşehir Belediye Başkanlığı</i> <u>Address:</u> Cumhuriyet Mah. Adnan Menderes Cad. No:4 Antakya/Hatay <u>Phone:</u> 0326 214 9190 <u>Fax:</u> 0326 214 9199		
9	Name of the Free Zone or Organized Industrial Zone where the plant is located	-		
10	Validity date of shore facility Operating Permit/Provisional Operating Permit	31.07.2022		
11	Facility operating status	Own load and additional 3 rd person (X)	Own load (...)	3 rd party (...)
12	Name and surname of the facility manager, contact details (phone, fax, e-mail)	Emin Gürcan GÜREL <u>Phone:</u> 0326 734 2766-201 <u>Fax:</u> 0326 734 2781 <u>e-mail:</u> e.gurel@petgaz.com.tr		
13	Name and surname of responsible person for dangerous goods operation of facility, contact information (phone, fax, e-mail)	Emin Gürcan GÜREL <u>Phone:</u> 0326 734 2766-201 <u>Fax:</u> 0326 734 2781 <u>e-mail:</u> e.gurel@petgaz.com.tr		

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14	Name and surname of Dangerous Goods Safety Advisor of Facility, contact information (phone, fax, e-mail)	<i>Suat BAŞANALAN</i> Phone: 0553 006 10 02 e-mail: suat@tmgddanismanlik.com
15	Sea coordinates of facility	Head Float 36°50'47"K 36° 8'10"D AFT Pier Float 36°50'52"K 36° 8'21"D AFT Starboard Float 36°50'57"K 36° 8'16"D
16	Type of dangerous goods handled in facility (goods under MARPOL Annex-1, IMDG Code, IBC Code, IGC Code, IMSBC Code, Grain Code, TDC Code and asphalt/bitumen and scrap goods)	UN 1965 Hydrocarbon Gas Mixture, Liquefied, N.O.S such as mixtures A, A01, A02, A0, A1, B1, B2, B or C UN 1978 Propane
17	Dangerous goods handled at the facility (loads other than the IMDG Code, among the types of cargo in 16th article, will be written separately. Additional cargo request will be sent to the port authority with Annex-1 form. It will be added to DGHG when appropriate)	
18	Classes for cargo handled subject to IMDG Code	
19	Groups in characteristic table for handled cargo subject to IMSBC Code	
20	Types of Ship berthing to facility	LPG vessels up to 55,000 DWT
21	Facility's distance to main road (kilometer)	1,75 km
22	Facility's distance to railway (km) or railway connection (Yes/No)	1,35 km / No railway connection
23	Facility's distance to closest airport (km) and its name	Adana Şakirpaşa Airport /104 km Antakya Airport / 90 km.
24	Goods handling capacity of facility (Ton/Year;TEU/Year;Vehicle/Year)	3.326.400 tonnes/year
25	Scrap handling made/not made in facility	No
26	Is there border crossing (Yes/No)	No
27	Is there a bonded areas?(Yes/No)	Yes
28	Goods Handling equipment and capacity	LPG Pump-1 and 3: 350 m ³ LPG Pump-2 and 4: 200 m ³ LPG Pump-5,6 and 7: 130 m ³ LPG Pump-8,9 and 10: 70 m ³ LPG Gas Compressor-1,2 and 3: 6,2 Liter LPG Gas Compressor -4 and 5: 2,8 Liter
29	Storage capacity (m ³)	64.150 m ³
30	Open storage area (m ²)	Not available
31	Semi-closed storage area (m ²)	Not available
32	Closed storage area (m ²)	Not available
33	Determined fumigation and/or decontamination from fumigation area (m ²)	Not available

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34	Name/title of pilotage and towage service provider, contact information			Ankaş Kılavuzluk A.Ş Address: Denizciler Mah. E-5 Karayolu Üzeri 106. Sok. No:18 İskenderun/Hatay Phone: 0326 645 7170		
35	Have Security Plan was created? (Yes No)			Yes		
36	Capacity of Waste Acceptance Facility (This part will be issued separately according to the waste accepted by facility)			Waste Type	Capacity (m³)	
				-	-	
37	Properties of Port/Dock etc. area					
Port/Dock No		Height (meter)	Width (meter)	Maximum water depth (meter)	Minimum water depth (meter)	Tonnage and height of the largest ship berthed (DWT or GRT - meter)
Buoy system		-	-	15,50	13,20	55.000 DWT-230 m
The name of the pipeline (if available)				Number (piece)	Length (meter)	Diameter of (inch)
14” LPG Line				1	1450	14
8” Propane Line				1	1450	8

1.2. Loading/discharge, handling and storage procedures of dangerous goods handled and temporarily stored in shore facility

1.2.1. Hazardous cargoes handled and temporarily stored in our coastal facilities are as below:

UN	NAME and DESCRIPTION	CLASS	PACKING	TK
UN 1965	UN 1965 Hydrocarbon Gas Mixture, Liquefied, N.O.S such as mixtures A, A01, A02, A0, A1, B1, B2, B or C	2	-	23
UN 1978	Propane	2	-	23

1.2.2. Accrual / discharge procedure for hazardous loads handled and temporarily stored:

Handling of LPG product in LPG Storage and Tube Filling Facility, filling and discharging of vessels and tankers, storage in storage tanks are carried out according to the procedures described below.

1.2.2.1. Product Storage Facility (PR.DTR.300)

This procedure specifies the general conditions of LPG mix, Propane, Autogas and Butane products handling and storing operations to storage tanks and special product stock tanks to be carried out securely and safety within accordance with the principles of PETGAZ HSSE.

1.2.2.2. Product Shipment and Vehicle Loading Procedure (PR.DTR.400)

This procedure specifies the general conditions for the transfer operations of LPG, Propane and Butane products stored in storage tanks to be carried out securely and safely in accordance with PETGAZ HSSE principles.

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1.2.2.3. LPG and Propane Installation into Stock Tanks (PR.DTR.314)

This instruction specifies the technical operations conditions for the safe operations of mix LPG, propane and butane receiving and stocking operations to terminal stock tanks from ships & tanker truck those arrive at terminal for unloading operations.

1.2.2.4. Tanker Filling Instruction (TL.DTR.401)

This instruction specifies the technical operating conditions for the safe loading of tankers suitable for filling, in accordance with certain rules.

1.2.2.5. Tanker Discharge Instruction (TL.DTR.402)

This instruction specifies the technical operating conditions for the safe unloading of tankers suitable for filling, in accordance with certain rules.

2. RESPONSIBILITIES

In Pet Gaz LPG Storage and Tube Filling Facility, the responsibilities of the whole facility and related persons to carry out the activities in accordance with Petgaz HSSE rules and to fulfill the activities safely & securely and without harming the environment of supplying LPG by sea is defined in KL DTR 251 Port Information and Terminal Regulations.

This document is declared to each ship and ship captain that comes to the facility, and about the responsibilities and rules set in the guide relay information to all relevant parties.

Responsibilities defined in the KL. DTR.251 Port Information and Terminal Regulations.

2.1. Responsibilities of those responsible for goods:

- Informing the Customs Officers and the relevant Customs Consultant about the vessel to come, based on the messages received from the shipping agency and provide the flow of documents related to Customs and Vessel traffic.
- Prepare all compulsory documents, information and documents related to LPG Supply and to provide that these documents are available at the facility.
- Ensure that the storage tanks in the facility are periodic testing and checking, and store LPG in tanks that are approved in accordance with the relevant regulation and comply with the rules.
- Plan and organize training records, by providing the necessary resources for training all relevant personnel on the risk of dangerous goods transported by seaborne, safety precautions, safe operations, emergency measures, safety, and similar issues.
- Provide necessary information and support to those concerned case of emergency accident in line with Petgaz Emergency Plan.
- Notifying the Port Authority with the Security Advisor of the dangerous cargo accidents occurring in responsibility.
- Present the information and documents requested in the controls made by the official authorities and to ensure the necessary cooperation.

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2.2. Responsibilities of shore facility operator:

- Ensure that terminal ship operations are carried out safely in accordance with the determined procedures, instructions and HSSE rules.
- Ensure that vessels are berthed and moored in a proper, sheltered, secure manner as defined in the Port Regulation. Prepare Annual Training plans of the facility and ensure the crew involved in the loading, discharging and handling of LPG receive training in line with plan.
- In line with the HSSE Audit Procedure, to ensure the personnel are appropriately qualified, trained and have taken occupational safety measures on LPG. Provide LPG is transported, handled and stored in a safe and proper, regularly inspected.
- Request the necessary documents from Supply Department and provide the documents are available at the facility.
- Provide electronic monitoring of the LPG amount stored with the Terminal Automation System.
- Organize training about LPG risks, Petgaz HSSE Rules, safety precautions, safe operation, emergency measures, safety and similar issues for all relevant workers in line with the annual training plan and to keep training records.
- Ensure the necessary controls are carried out in accordance with the Petgaz Safe Pass instruction at the entrance of the terminal.
- Taking the necessary safety measures for dangerous goods that do not comply with the rules, are unsafe or pose a risk to people and/or the environment and inform the Port Authority.
- Ensuring that the emergency plan is kept up to date, and emergency squad are informed and trained.
- Informing the port authority of all kinds of dangerous cargo accidents occurring in the facility's responsibility area.
- Provide the necessary support and cooperation in the controls made by official authorities.
- Duck, buoy etc. of vessels carrying LPG to obtain the permission of the Port Authority before berthing.
- Port Facility is responsible for ensuring the fire systems in the facility area work properly and the emergency systems are controlled, and the operations is carried out in accordance with the rules defined in the Explosion Protection Document.

2.3. Responsibilities of shipmaster:

- Responsible for the condition of the ship on behalf of the owner and/or operator company.
- While the ship is discharging the cargo, Vessel Captain is responsible for what needs to be done on the ship for safe course of the operation.
- Master ensures the vessel's equipment and devices are suitable for dangerous cargo transportation.
- Requests all compulsory documents, information and documents related to dangerous goods from the port facility and the cargo crew and ensure that they accompany the dangerous cargo.
- Provide the safety measures regarding loading, stacking, separation, handling, transportation and discharging of dangerous goods on board are fully implemented and maintained and performs the necessary inspections and controls.
- Master controls the dangerous goods entering the vessel are defined, classified, packaged, marked, labelled, declared in accordance with the procedure and cargos are safely loaded and transported to the approved and legal packaging, container and cargo transfer unit.

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- Ensures that all skip crew are informed and trained on the risk of transported, loaded and discharged dangerous goods, safety precautions, safe operation, emergency measures and similar issues
- Provide that crew who qualified and trained in the loading, transportation, discharging and handling of goods operation in a way takes occupational safety precautions.
- Vessel cannot go out of the allocated area to it cannot anchor, approach the any dock or port without the permission of Port Authority.
- Applies all the rules and precautions during navigation, maneuvering, anchoring, berthing and departures in order for the vessel to carry the dangerous cargo safely.
- Provides safe entry and exit between the ship and the dock.
- Informs the crew about applications, safety procedures, emergency measures and response methods regarding the dangerous goods on board.
- Maintains the current lists of all dangerous goods on board and declares them to the relevant parties.
- Takes the necessary safety measures for dangerous goods that do not comply with the rules, unsafe are, pose a risk to the ship, crew or the environment and notify the Port Authority.
- Notifies the Port Authority of the dangerous cargo accidents that occur on the vessel.
- Provides the necessary support and cooperation in the controls made by official Authorities on the vessel.

2.4. Responsibilities of chief officer:

- While the vessel is discharging the cargo, chief officer of the vessel is responsible for the safe course of the operations and the complete transfer of cargo.

2.5. Responsibilities of shipping agency:

- Responsible for making health, safety and customs controls during the arrival and departure of the vessel.
- Responsible for applying to port operators for loading and discharging.
- Responsible for paying port and accommodations fees,
- Responsible for requesting guides and tugboats for berthing.,
- Responsible for notifying the receiver or contractor of the cargo on board in a timely manner that the vessel is “ready for loading or discharge”.
- After the vessel has finished the operation at the port, responsible for obtaining exit permits of the vessel from the relevant authority and organization.

2.6. Responsibilities of dangerous goods safety advisor:

- TMGDs authorized within the scope of the IMDG Code prepare quarterly reports regarding the responsibilities determined in the Regulation on the Maritime Transport of Dangerous Goods and Loading Safety of the coastal facilities they serve or serve, and notify this report to the Administration.
- Follow the compliance with requirements for the transport of dangerous goods.
- Provide suggestions to port facility regarding the transportation of dangerous goods.

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- Prepare and annual report to Port Facility on the activities of the port facility in the transport of dangerous goods. (Annual reports are kept for 5 years and submitted to the Port Authority upon request.)
- Checking the practices and methods mentioned below;
 - Controlling the dangerous goods arriving at facility are properly identified, correct shipping names of the dangerous goods are used, certified, packaged, labelled, and declared, loaded and transported safely in the approved and legal packaging, container or cargo transport unit and reporting the control results.
 - Loading/discharging procedure for handled and temporarily stored dangerous goods.
 - Whether the port facility takes into account the special requirements regarding the transport vehicles for the handled dangerous goods,
 - Control methods of equipment used in transport, loading, discharging of dangerous goods,
 - Whether the port facility employees have received appropriate training, including legislation, and this record has been kept,
 - The suitability of emergency methods to be applied in case of an accident or an event that will affect safety during transportation, loading or discharging of dangerous goods,
 - Compliance of reports on serious accidents, incidents or serious violations that occur during transport, loading or discharging of dangerous goods,
 - Determination of necessary measures against the reoccurrence of accidents, incidents or serious violations and evaluation of the implementation,
 - Extent to which the rules regarding the selection of subcontractors or 3rd parties and the transport of dangerous goods are taken into account,
 - Determining whether employees in the transport, handling, storage and loading/discharging of dangerous goods have detailed information about operational procedures and instructions,
 - Appropriateness of the measures taken to be prepared for risk during the transportation, handling, storage and loading/discharging of dangerous goods.
 - Procedures for all compulsory documents, information and documents related to dangerous goods.
 - Procedures for the safe berthing, mooring, loading/discharging, sheltering or anchoring of vessels carrying dangerous goods to the Port Facility day and night.
 - Procedures for additional measures to be according to seasonal conditions for the loading, discharging and limbo operations of dangerous goods.
 - Procedures for fumigation, gas measurement and degassing operations. Procedures for keeping records and statistics of dangerous goods,
 - Accuracy of the issues regarding the possibility, capability of the port facility to respond to emergencies,
 - Compliance of the regulations for the first interventions to be made for the accidents involving dangerous substances,
 - Procedures for handling and disposal of damaged dangerous goods and waste contaminated by dangerous goods,
 - Information on personal protective equipment and procedures for using them.

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

3.1. Rules to be Followed by Port Facility Operators:

- Rules and precautions to be complied with applied at Pet Gaz LPG Storage and Tube Filling Facility are described below. All rules fulfilled in accordance with relevant procedures and instructions.
- Entire ship operation is carried out in accordance with the rules of practice defined in the PR.DTR.200 Ship Operations Procedure.
- LPG supplied from the ship is carried out in accordance with TL.DTR.314 and Propane Receive Instruction. According to this instruction;
 - Before the supply operation, which tank the product will be taken into is determined by the facility and conveyed to the Supply Department
 - The Terminal Security Officer or the assigned personnel will check the control form in person before the "FO-DTR-359 Terminal Receive Product on Board" operations and will start other operations after being signed.
 - Shift Supervisor (Control Room) will notify the Loading Master on board by radio that all preparations have been made to receive products from the ship.
 - Product to stock tanks;
 - 14" mix LPG taken from the subsea pipeline, maximum discharge amount will be adjusted as 750m³/hr
 - 8" Propane taken from subsea pipeline, maximum discharge amount will be adjusted as 300m³/hr.
 - Shift supervisor will perform the pressure and temperature controls of the tank from which the product is taken during discharge process, in accordance with the terminal "TL.DTR.301 Pressure Control Instruction" and "TL.DTR.302 Temperature Control Instruction".
- LPG supplied from the ship will be taken into the appropriate stock tanks as a result of the periodic test carried out in accordance with TS EN 12819.
- All land tankers for which LPG loading or discharging will be carried out will be inspected at the facility entrance in accordance with TL.SEC.004 Terminal Tanker Entry Control Instruction. Trucks that are found to be deficient as a result of the control will not be taken into the facility until the deficiencies are corrected.
- All Petgaz employees and 3rd party people involved in plant operations are obliged to use all Personal Protective Equipment defined as compulsory in the KL.SEC.005 Filling Plant – Storage Terminal Personal Protective Equipment Guide. Person who don't have the necessary Personal Protective Equipment will not be allowed to enter the work area.
- Fire Fighting Equipment is kept ready in the emergency equipment room in the following number. The Emergency Planning Service regularly checks the condition.

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Material	Quantity	Location
Municipal/Terminal hose adapter union	2 pieces	Hose Cabinet next to the fire brigade connection hydrant
Oxygen Tube and Mask	3 pieces	Fire Container and Filling Field PPE Cabinet
Aluminum heat resistant suit	3 sets	Fire Container and Filling Field PPE Cabinet
Turnout Gear	8 sets	Fire Container
Stretcher	1 piece	Fire Container
First aid supplies	2 sets	Fire Container, Administrative building

- In line with TL.DTR.903 Emergency Management Instruction, possible emergency scenarios and response methods have been defined at the facility. In an emergency, emergency response is provided by the Emergency Teams formed in line with this instruction
- For emergencies that may occur during cargo operation, the steps defined in the KL.DTR.251 Port Regulation are applied.

3.2. Measures taken for facility operators:

The measures taken in our facility regarding the rules specified in Article 12 of the “Regulation on Transport of Dangerous Goods by Seaborn and Article 19 of the “Ports Regulation” specified by the Administration are as follow.

3.2.1. Berths, port, storages and warehouses designated for explosive, combustible, flammable and other dangerous goods:

3.2.1.1. Berths and Port designated for loading and discharging the ships which transport dangerous goods:

There is no Porth or jetty in our port facility and loading and discharging of vessels is done with a buoy system 1100 meters away from the coast. Ship acceptance is made only during the daytime, and ships are not accepted in cases where the wind speed exceeds 5 Bofors..

3.2.1.2. Warehouses and storage designated for dangerous goods:

Dangerous goods in port facility as Petgaz are stored in the tanks warehouses below.

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Tank No/Product	Type	Capacity (m ³)
101 (LPG Mix)	Spherical	5000
102 (LPG Mix)	Spherical	5000
103 (LPG Mix)	Spherical	5000
104 (LPG Mix)	Spherical	5000
105 (LPG Mix)	Spherical	5000
106 (LPG Mix)	Spherical	5000
107 (LPG Mix)	Spherical	5000
108 (LPG Mix)	Spherical	5000
109 (LPG Mix)	Spherical	3500
201 (LPG Mix & Propane)	Spherical	3100
202 (LPG Mix & Propane)	Spherical	3100
203 (LPG Mix & Propane)	Spherical	3100
204 (LPG Mix & Propane)	Spherical	3100
205 (LPG Mix & Propane)	Spherical	3100
206 (LPG Mix & Propane)	Spherical	3100
01 (LPG Mix)	Cylindrical	200
02 (LPG Mix)	Cylindrical	200
03 (LPG Mix)	Cylindrical	200
04 (LPG Mix)	Cylindrical	200
05 (LPG Mix)	Cylindrical	200
06 (LPG Mix)	Cylindrical	200
07 (LPG Mix)	Cylindrical	200
08 (LPG Mix)	Cylindrical	200
09 (LPG Mix)	Cylindrical	200
10 (LPG Mix)	Cylindrical	180
11 (LPG Mix)	Cylindrical	70

3.2.2. Equipment and Installations of Dangerous Goods Handling:

The dangerous goods coming with LPG Tankers to our port facility pipeline are transferred to the tank storage facilities in our facility by pipeline.

In addition, 10 LPG Pumps (2 x 350 m³/h, 2 x 200 m³/h, 3 x 130 m³/h, 3 x 70 m³/h LPG pumps) are used in the handling of dangerous goods at the facility.

3.2.3. Dangerous substances, scaffolds or storage area where unloading operations will not be achieved at the dock;

All of the hazardous materials coming to our shore plant are stored in the tank reservoir in our facility. In addition, packaged and packaged hazardous loads coming by road are stored in closed

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storage areas. Information on hazardous materials packings and packaging and risk and safety precautions:

Packaging is not done in our port facility. However, Ethyl Mercaptan (UN 2364) comes to our facility in barrels/drums as a dangerous goods.

3.2.4. Protective clothing of shore facility personnel in charge of handling dangerous goods:

- Antistatic Nomex Shirt Business Dress
- Antistatic Nomex Trousers Work Dress
- Antistatic Steel Toe Work Shoes (Summer)
- Antistatic Steel Nosed Work Shoes (Winter)
- Antistatic Nomex Coat
- Cotton Shirt Business Dress
- Cotton Trouser Work Dress
- Cap Helmet (Private Security)
- Cotton Coat
- Antistatic Work Shoes (Summer)
- Antistatic Work Shoes (Winter)
- Helmet
- Helmet Visor
- Glasses
- Anti-condensation Full Protection Eyeglass
- Protective gloves
- Overalls
- Earplug
- Headphone
- Ventilated Powder Mask
- Half Face Gas Mask
- Gas Mask Filter
- Leather jacket
- Snow Mask / Beanie

3.2.5. Teams in charge of fighting against fire during handling dangerous goods, equipment, fire extinguishing system and first aid units of the teams:

List and duties of people to fire fight in port facility, fire extinguishing systems and first aid teams and the duties of these teams are as in the Emergency Action Plan.

Firefighting team in facility is equipped with firefighting equipment and fire extinguishers, first aid units and equipment are always ready for use. Information on the fire protection systems in our port facility is as in the Dangerous Goods Guide Article 8.10, 8.11, 8.12.

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3.2.6. Shore facility operators, preparing emergency evacuation plan for evacuation of ship and sea vehicles from shore facility in emergency:

The procedure and protocol for evacuation of vessels in KL.DTR.251 Port Regulation prepared by our facility is as specified in the “Emergency Procedure” in Chapter 6.

3.2.7. Shore to be taken by plant operators, fire, issues related to security and safety measures:

Measures taken regarding the fire in our facility are the same as in the “Emergency Action Plan” and “Emergency Crisis Management Plan”.

Measures taken regarding security at our facility are as in the “Port Facility Security Plan” prepared within the scope of the ISPS Code.

Issues regarding the safety measures taken in our facility are as in Article 9 of the “Dangerous Goods Guide”.

3.2.8. Required training and certificates according to the Regulation on Training and Authorization within the Scope of the International Code for Dangerous Goods Transported by Sea, published in the Official Gazette dated 11.2.2012 and numbered 28201:

The personnel involved in the dangerous cargo handling operation have been subjected to "General Awareness Training, Mission Oriented Training, Renewal Training" according to the aforementioned regulation and their certificates have been received. The received certificates are kept in the training records file.

Persons who do not receive training and do not have a certificate are not allowed to take part in dangerous goods handling operations and to enter the areas where these operations are carried out.

4. CLASSES, TRANSPORTATION, LOADING/DISCHARGING, HANDLING, SEGREGATION, STOWING AND STORAGE OF DANGEROUS GOODS

4.1. Classes of dangerous goods

Name	CAS No	EINECS No	Chemical Composition	Class	Classification Code
LPG- Liquefied Petroleum Gas	68476-85-7	270-704-2	%70 C ₄ H ₁₀ Butane %30 C ₃ H ₈ Propane, and a small amount of other hydrocarbons such as isobutane propylene	2	2 F Flammable Gas
Propane	74-98-6	200-827-9	At least %95 C ₃ H ₈ Propane and a small amount of propylene, other hydrocarbons such as butane	2	2 F Flammable Gas

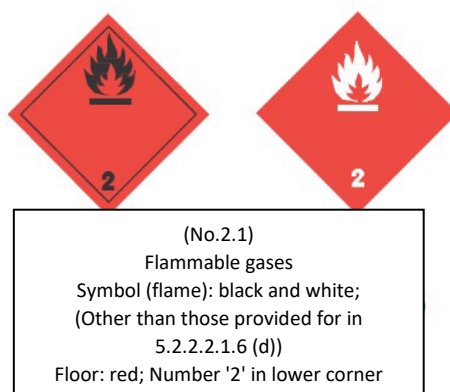
4.2. Packages and Packaging of Hazardous Substances

LPG is filled with refillable welded steel tubes produced in accordance with TS EN 1442 standard.

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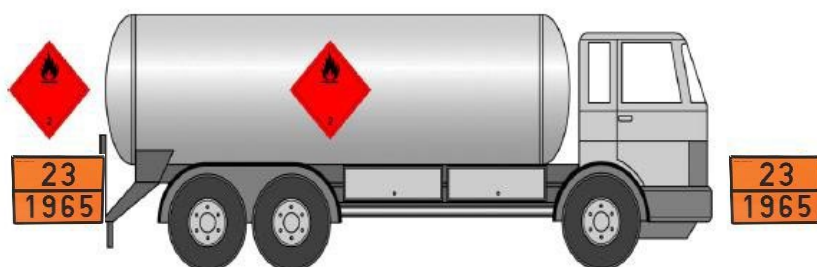
4.3. Placards, plates, brands and labels related to the dangerous goods handled in our shore facility are as follows

- Tag: Class-2 Gases/ Flaming Gas



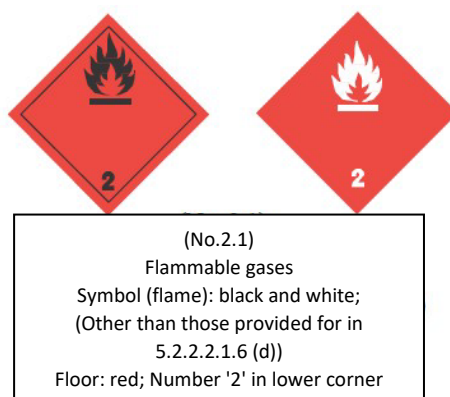
- Plates and Marking Vehicles

Plates are attached to both sides and back of tankers carrying LPG; 23 and 1965 are attached to the front and back of tankers carrying LPG.



4.4. Signs and Packing Groups of Dangerous Goods

Tag: Class-2 Gases / Flaming Gas



There is no packing group defined for LPG.

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4.5. Onboard and portable disassembly tables by classes of hazardous materials

LPG is not separated on board or in port.

4.6. Separation distances and distinguishing terms of dangerous loads in warehouse deposits

No warehousing and decomposition of LPG is done.

5. MANUAL FOR DANGEROUS CARGOES HANDLED ON SHORE FACILITY

Port facility which carries out loading/discharge, handling and temporarily storing of dangerous goods, contributes to make the activities in a safe condition;

- Dangerous goods classes,
- Dangerous goods packages,
- Packaging,
- Labels,
- Marking and packaging groups,
- Segregation tables for dangerous goods on board and port according to classes,
- Segregation distance of dangerous goods in sheds storages,
- Segregation terms,
- Dangerous goods documents,
- Dangerous goods emergency response action flowchart,

Are the same as in Dangerous Goods Manual Annex-10.

6. OPERATIONAL ISSUES

6.1. Filling and discharging of ships and tankers, storage in stocking tanks, etc. Operational activities are carried out in accordance with the procedures described below:

6.1.1. PR. DTR.200 Ship Operations Procedure:

This procedure sets out the general conditions for safe and safe operation of ships arriving for product unloading and loading operations in accordance with PETGAZ HSSE guidelines.

6.1.2. TL. DTR.201 Ship Approach Instruction:

This directive specifies the technical operating conditions for connecting incoming ships for product unloading and loading operations to float groups in a safe manner.

6.1.3. TL. DTR.202 Hose Taking to Ship Instruction:

This directive specifies the technical operating conditions to ensure that the underwater cargo hoses are taken safely to the incoming vessels for product unloading and loading operations.

6.1.4. TL. DTR.203 Ship Operations Instruction:

This directive specifies the technical operation conditions for the vessels for product unloading and loading operations to perform safe and safe operations in accordance with the PETGAZ HSSE guidelines.

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6.1.5. TL. DTR.204 Service Technology Instruction:

This directive establishes the technical operating conditions for a safe, safe and risk-free transport between the vessels connected to the buoy groups.

6.1.6. TL. DTR.205 Safety Control List Instruction:

This directive specifies the safety checks to be carried out before the operation of ships arriving for product unloading and loading operations.

6.1.7. TL. DTR.207 Ship Separation Instruction:

This directive specifies the technical operating conditions to ensure that incoming ships for product unloading and loading operations are safely separated from the float system.

6.1.8. Ship Shore Safety Check List

ISGOTT The Ship Shore Safety Check-list The controls described in the Part D manual are carried out before the operation.

6.2. Procedures regarding additional measures to be taken according to climatic conditions for the loading and unloading of dangerous goods:

he precautions taken according to climatic conditions in vessel operation works guide are as follows:

- Electrical storms can occur in the immediate vicinity of the CBM area. During these periods, cargo loading operations will not be stopped, but necessary checks will be made by meeting with the terminal representative.
- There may be rapid and sometimes unpredictable increases in wind speeds and changes in wind direction in Dörtyol, and one should always be prepared, especially in winter. Necessary actions should be taken according to the wind speed and wavelength determined by the terminal. Operations are not performed in the following weather conditions:

Operation Status	Wind Speed	Wavelength
Stop Loading/Unloading	18-20 Knot	2,0 meters
Hose Connection Removed	25 Knot	2,5 meters
Leaves Buoy System	≥27 Knot	3,5 meters

6.3. Procedures for keeping flammable, combustible and explosive loads away from processes that create/can create sparks and not to operate vehicles, equipment or tools that create/can create sparks in dangerous goods handling, stacking and storage areas:

6.3.1. EL.DTR.001 Explosion Protection Document

Pet Gaz LPG Storage and Tube Filling Facility All equipment and equipment's used in the installation area of the facility EL. Meets EX - Explosive Ambient requirements specified in DTR.001 Explosion Protection Document.

6.3.2. Precautions Taken for Hazardous Areas

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The following precautions have been taken for hazardous areas classified in the test and for the equipment contained in these areas:

6.3.2.1. Organizational Measures

6.3.2.1.1. Training of Employees:

All maintenance personnel are completing trainings in competent institutions in line with ATEX EN 60079 standard.

Possible explosive atmospheres have been identified and the relevant operational personnel have been informed about the characteristics of LPG, properties of forklift LPG filling system, technical safety measures taken, explosion environments, risks, personal protective equipment, evacuation, first aid, fire safety Training in response to LPG fugitives and intervention in emergencies.

6.3.2.1.2. Operations - The duties of the maintenance personnel are:

- Since fighting fire and explosion is a dangerous task, the struggling staff must have been well trained and knowledgeable.
- Allow work permits, special ex-proofs and non-sparking equipment to be used to reduce risks prior to work in potentially explosive atmospheres.
- Always be prepared for the possibility of an emergency at any time in the workplace. We take necessary security precautions against gas leakages or possible explosion situations in a prepared plan and ask for help from subsidiaries.
- Every part of the staff should know the places where fire and explosion can occur in their own area and take necessary preventive measures.
- Performs periodic maintenance, testing, earthing and lightning rod yearly measurements and inspections.
- Each part of the personnel will be able to make use of the equipment by locating the fighting equipment (gas detectors, alarm systems, etc.) related to the explosion in their area and informing their responsibilities or facility authorities immediately when they see the use of these systems or if they see a faulty device.
- Personnel should check the equipment in their area before the commencement of work and after the tea breaks.
- Every part of the staff should know the location of the KKT extinguishers, emergency stop button, fire hydrants in their area.
- Unrelated personnel outside the firefighting team during a fire should ensure that the visitor is away from the fire area.
- Comply with written procedures and instructions.

6.3.2.2. Explosion protection measures

6.3.2.2.1. Static Electricity

- Static Holds for Employees:
- Use of antistatic PPE for workers (antistatic work safety shoes, cotton work wear, nomeks work wear)
- Employees use non-sparking hand tools (yellow hammer ...)
- Grounding of Electrical Equipment

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- Equipotential groundings of all mechanical fixed / mobile connections:
- All current-carrying metal parts enclosures, receptacles for electrical devices, metal pipes and fittings, tubular and metal tube shielded, metal sheathed cables, etc. Grounding of places
- Grounding of non-current-carrying metal parts should never exceed 10 ohms.
- Equipotential grounding of all LPG tanks and pipe connections
- Annual ground measurements

6.3.2.2.2. Fixed gas detectors

The gas detector system of the plant is the central system and there are gas detector receivers in the LPG tank area. To prevent explosions, an LPG fugitive tries to prevent the possibility of explosion by shutting off the gas flow and automatically activating the fire siren, warning of gas leaks between 20% LEL level and 40% LEL level before reaching the upper explosion limits of 1.8% to 9%..

6.3.2.2.3. Portable gas detectors

Portable gas detectors allow gas measurements to be made at different points of the plant. This device is especially important for the detection of gas leakages which must be done for safety and safety purposes before the repair and maintenance work which can be done in various places of the field.

It provides considerable contributions in the area of routine maintenance / repair service, in the detection of a leak point determined by the warning of an existing alarm device or by the gas smell, in the routine gas measurement checks, or in advance of detection of possible fugitives before routine fires.

6.3.2.2.4. Control Buttons

- Start Stop Button: The special power switch, which is required to be used in the presence of explosive gas, allows the electric motors to be started and stopped by using electric energy so that even if there is gas in the environment, there is no fire.
- Emergency Stop and Fire Alarm Button (Ex-proof); There are at least 2 emergency stop buttons in the tank area and on the panel. When these buttons are pressed, the flow of the LPG will be shut off and the fire alarm system will operate because the system will cut off the electricity (crowbar drop).

6.3.2.2.5. Electric box

The special electrical cable connection box, which must be used in the presence of explosive gas, allows the cables carried by the electric energy to be carried to each other to the point of use of the energy so as not to cause fire even in case of gas in the environment. If this terminal box is not used, it cannot be distributed to the usage points of electric energy where explosive gas exists.

6.3.2.2.6. Electric motors

Electric pumps which are used to pressurize the LPG to fill the vehicles from the tank are external pumps. The electric motors of these pumps are selected for their zone and are explosion-proof (ie ex-proof).

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6.3.2.2.7. Solenoid valve

Pneumatic valve with electric control. In case of a gas leak or any of the Emergency stop buttons is pressed, the solenoid valve feed is cut and the LPG lines are closed by discharging the air exhaust that feeds the actuator valves. More gas from the tank is prevented from going to the installation by closing between the tank and the installation. The solenoid valve is Ex-proof material which operates with 220 V energy.

7. DOCUMENTATION, CONTROL AND RECORD

Documents published and used in accordance with the Integrated Management System PR. The preparation, publication, distribution and updating of the EMS.001 Document and Data Control Procedure are carried out in accordance with the procedure.

All records required by the Integrated Management System shall be archived, archived and removed in accordance with the PR.ESS.002 Records Management Procedure.

The product quantities in the storage tanks of the plant are instantly transferred to the TL with the automation system. The DTR 316 Board Chamber Operation Program (Scada) is followed in the direction of the Operating Instructions.

Every vehicle arriving at carries out facility entrance checks in the direction of TL.SEC.004 Safe Pass Control Instruction. With these controls, it is possible to fill the approved tankers with the LPG product.

Entrance checks of the LPG product from Tesise are carried out in accordance with the PR.OPR.001 LPG Input Inspection Procedure. Analysis reports for each new product are supplied from the supplier and these reports are verified by independent third-party inspection bodies.

All product quantities loaded and unloaded in ship operations are also recorded in the E-Maritime System defined at <http://atlantis.udhb.gov.tr/giris.net/> and an official notification is made.

The facility also announces Petgaz headquarters with the Operational Data OPS-KPI form every 3 months a year.

7.1. Procedures regarding the entry and control of all compulsory documents, information and documents related to hazardous materials by their relevance

7.1.1. The following documents relating to dangerous goods are kept up-to-date by the Coastal Facilities:

- IBC Kod,
- IGC Kod,
- MARPOL Annex I and II
- ISGOTT

7.1.2. In order for the Port Facility to safely handle the dangerous goods coming to the facility and to take appropriate precautions, the documents sent beforehand are absolutely needed. Handling of cargo arriving at the port facility is carried out in accordance with the PR.DTR 200 Ship Operations procedure.

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The Gas Form-C (tanker information form) of the ships carrying the dangerous goods coming to the port facility and the product type, approximate amount, origin, loading port, loading date range information are notified by the supply team.

All records of dangerous goods arriving at the port facility are kept during ship operations.

7.2. Procedures for proper and full keeping updated list of dangerous goods in shore facility area and other information

Port facility is obliged to submit the information about class, quantity, emergency response methods and locations of all dangerous goods in port facility, to the authorities upon request at any time.

Operation Department will keep the records involving the following information of the dangerous goods handled in our port.

- UN Number,
- PSN name (Proper Shipping Name),
- Class, (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9 with sub-dangers)
- Packing group (I; II; III)
- Marine Pollutant feature,
- Consignee,
- Shipper,
- Container / Packing number,
- Seal number,
- Additional Information (Ignition temperature, viscosity, etc.)
- Storage Location in Port Field
- Duration of stay in Port,

This information is kept under computer or file as only reached by authorized personnel, shown upon request.

Port facility keeps the updated records of dangerous goods about class, quantity, which have been handled throughout the year by the port and notifies them to Port authority in 3 months period.

7.3. Procedures for control of proper identification of dangerous goods in the facility, using proper shipping names, certificating, packaging/packed, labeling and declaring of dangerous goods, loading to approved package, container or good cargo transport unit in accordance with rules and transporting in a safe condition and reporting the results of control

Planning department checks the accuracy of the following information on dangerous goods documents issued by the shipper in coordination with operation about the dangerous goods to be received to port;

- UN Number,
- PSN name (Proper Shipping name),
- Class, (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9 with sub-dangers)
- Packing Group (I; II; III)
- Marine Pollutant feature,
- Container / packing number,
- Seal number,

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- Additional information (Ignition temperature, viscosity, etc.)
- Storage Location in Port Field

This information is delivered to the tally clerk, Field Supervisors, Storage officers, HSE and to the staff who requires knowing the information, by sending upon terminals/documents, so the control of dangerous goods is provided.

In the event that information from operation conflicts with information of goods, operation shall be informed immediately, shipper is directed to confirm the information dangerous goods cargo/vehicle/container, correct the deficient and wrong label marks if any.

7.4. Procedures for obtaining and keeping dangerous goods safety information form (SDS)

Dangerous Goods Safety Information Form (SDS) involving the following information is required for dangerous goods transported by all modes of transportation (Road, rail, air and marine) according to our national law since 1 January 2014.

- UN number,
- PSN (Proper shipping name,) (required for marine transport.)
- Class, (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9 with sub-dangers)
- Packing group (I; II; III)
- Marine pollutant feature,
- Tunnel Restriction Code (required for road transport.)

In port, there is a check to control this document together with the dangerous goods to be received.

7.5. Procedures for keeping records and statistics of dangerous goods

A report containing information on hazardous cargo handled by the Administration in our port facility was requested to be reported to the Port Authority in 3-month periods.

Statistical evaluation from records of dangerous goods handled in our port annually is prepared by trade, operation departments.

Monthly inventory and control reports of dangerous goods stored in the port are issued by operation department and submitted to the Management.

Records and reports are archived by the departments in 5-year periods.

7.6. Information on the Quality Management System

“SUPPLY, STORAGE, TRANSFER and WHOLESALE OF LIQUEFIED PETROLEUM GASES (LPG)” is scope of the Pet Gaz LPG Storage and Tube Filling Facility quality management system and has ISO 9001, ISO 14001 and ISO 45001 quality certificates.

8. EMERGENCIES, PREPAREDNESS FOR EMERGENCIES AND RESPONSE

8.1. Response procedure for dangerous goods that endangers/able to endanger life, property and/or environment and dangerous incidents involving dangerous goods

Hazardous cargoes coming into, being handled, stored, picked up and discharged from coastal facilities pose specific risks such as explosion, fire, abrasion, poisoning, infectious disease, radiation. For this reason, there are many kinds of emergency situations that the coastal facility will face. It is

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crucial to develop, publish and implement the Emergency Action Plan in partnership with local emergency teams in order to be able to deal with these hazards.

8.1.1. The following points shall be taken into account in the establishment of the emergency strategy at coastal facilities.

Pet Gaz LPG Storage and Tube Filling Facility, TL.DTR.903 Emergency Management Instruction covers all kinds of emergency response procedures and the following issues.

- Emergency scenarios and intervention methods
- Emergency Forces, plant equipment and intervention capacities
- Contact information for emergency notification
- Methods of disposal and intervention of wastes that may occur
- Fire system and capacities

8.1.2. Procedures for Intervention in Hazardous Situations involving hazardous substances and dangerous substances that may create / create risks to the property:

The emergency response plan will be made according to the Emergency Action Plan, Emergency and Crisis Management Plan, Emergency Action Plan, Emergency Situations Task Instructions prepared by our facility. Given the hazardous cargo handled at our facility, the main principles for intervening in emergencies are as follows.

8.1.2.1. UN 1965 (LPG) / UN 1978 (PROPANE)

- In the event of a gas leak;
 - Move people outdoors to the open air.
 - Ventilate the closed area thoroughly.
 - Close the valves of the tanks.
 - Do not play with electrical switches / switches.
 - Do not make hard movements.
- In case of fire;
 - Provide prompt response to all personnel gathering area.
 - Interfere with the fire emergency team.
 - Inform the nearest fire department.
 - Close the valves of the adjacent LPG tanks.
 - Cool with water to reduce the heat of LPG tanks.
 - Interact the fire as follows.
 - Try to prevent the first intervention by smothering the fire by using dry chemical dusty portable fire extinguishers.
 - Extinguish the fire by cooling with water balls, pulverized lances and sprinkler system available in our facility.

8.2. Information for possibility, capacity and capability of shore facility to response emergencies

Possibility, capability and capacity of fire response:

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No	Material	Capacity	Quantity
1	Electric fire pump	300 m ³	3
2	Electric fire pump	200 m ³	2
3	Diesel fire pump	400 m ³	1
4	Diesel fire pump	850 m ³	1
5	Portable type dry chemical fire extinguisher	6 kg	30
6	Portable type dry chemical fire extinguisher	12 kg	5
7	Portable type dry chemical fire extinguisher	25 kg	8
8	Portable type CO ₂ fire extinguisher	6 kg	9
9	Portable type CO ₂ fire extinguisher	5 kg	4
10	Portable type CO ₂ fire extinguisher	10 kg	7
11	Oxygen scuba mask	-	3
12	Heat resistant flame protection suit conforming to CE 0120	-	3
13	Full suit Helmet EN 443, Trousers and Jacket EN 469, Gloves EN 659, Hood prEN 1391:2000, Boots EN 345 firefighter suit	-	10
14	Fire hose connection adapters for municipal fire truck	-	2
15	Drager Gas Detector	-	44
16	Fire water stock tank	5300 m ³	3
17	ANGUS fire hose	2 1/2"	39
18	ANGUS fire hose	1 1/2"	16
19	Fire water cannon	4"	16
20	Fire hydrant	4"	14

Material	Quantity	Location
Municipal / Terminal hose adapter record	2 pieces	Hose closet next to the fire brigade hydrant
Oxygen tube mask	3 pieces	Fire Container & Filling Room KKE Cabinet
Aluminum heat resistant clothing	3 set	Fire Container & Filling Room KKE Cabinet
Fire Fighting Fireman Team	8 set	Fire Container
Stretcher	1 piece	Fire Container
First Aid Materials (Pharmacist)	2 pieces	Fire Container, Buildings, Workshop, Security Office

8.3. Regulations of first response for accidents involving dangerous goods

8.3.1. Accidents, which are occurred by dangerous goods in our shore facility are, in form of fire and flow/leakage/spillage.

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8.3.2. The measures against fire which is occurred by dangerous goods are as follows:

- In case of fire which is occurred as a result of accident involving dangerous goods that are handled in port facility, Emergency Plan (EMS) annexed to IMDG Code shall be considered.
- Measures in emergency plan, which are taken for fire, are generally as follows.
 - F-A(General Fire Plan)
 - F-B(Explosive Substances and Articles)
 - F-C(Non-Flammable Gases)
 - F-D(Flammable Gases)
 - F-E(Non-Water-Reactive Flammable Liquids)
 - F-F(Temperature-Controlled Self-Reactive and Organic Peroxides)
 - F-G(Water-Reactive Substances)
 - F-H(Oxidizing Substances with Explosive Potential)
 - F-I(Radioactive Material)
 - F-J(Non-Temperature-Controlled Self-Reactive and Organic Peroxides)
- In the event of a cargo being handled in the port facility and a fire coming out, it shall be taken into consideration from the IMDG Code Annex tables below.

UN	Name and Definition	EMS (Fire)
UN 1965	LPG	F-D
UN 1978	Propane	F-D

8.3.3. The measures taken against flow/leakage/spillage which are occurred by dangerous goods are as follows:

- In case of flow/leakage/spillage which are occurred as a result of accident involving dangerous goods that are handled in port facility, Emergency Plan (EMS) annexed to IMDG Code shall be considered.
- Measures in emergency plan, which are taken for flow/leakage/spillage, are generally as follows.
 - S-A(Toxic Substances)
 - S-B(Corrosive Substances)
 - S-C(Flammable, Corrosive Liquids)
 - S-D(Flammable Liquids)
 - S-E(Flammable Liquids, Floating On Water)
 - S-F(Water-Soluble Marine Pollutants)
 - S-G(Flammable Solids and Self-Reactive Substances)
 - S-H(Flammable Solids “Molten Material”)
 - S-I((Flammable Solids “Repacking Possible”)
 - S-J(Wetted Explosives and Certain Self-Heating Substances)
 - S-K(Temperature-Controlled Self-Reactive Substances)
 - S-L(Spontaneously Combustible, Water-Reactive Substances)
 - S-M(Hazard of Spontaneous Ignition)
 - S-N(Substances Reacting Vigorously with Water)
 - S-O(Substances Dangerous When Wet “Non-Collectable Articles”)
 - S-P(Substances Dangerous When Wet “Collectable Articles”)
 - S-Q(Oxidizing substances)
 - S-R(Organic Peroxides)

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- S-S(Radioactive Material)
- S-T(Dangerous Goods with Biohazard)
- S-U(Flammable, Toxic or Corrosive Gases)
- S-V(Non-Flammable, Non-Toxic Gases)
- S-W(Oxidizing Gases)
- S-Y(Explosive Chemicals)
- S-Z(Toxic Explosives)

If the cargoes handled at our port facility are involved in accidents and leakage / leakage / spillage, they shall be taken into consideration from the IMDG Code Annex tables below:

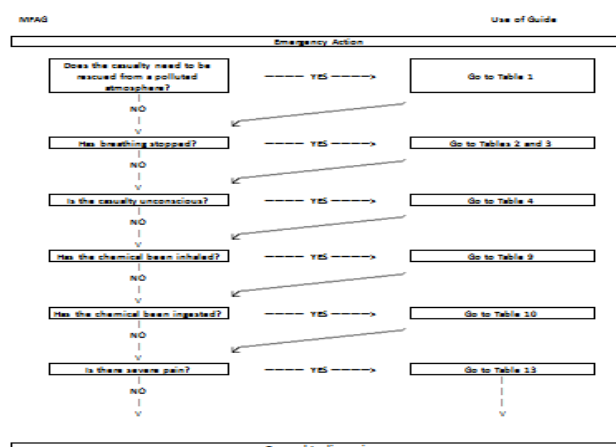
UN	Name and Definition	EMS (Leakage / Leakage / Spillage)
UN 1965	LPG	S-U
UN 1978	Propane	S-U

8.3.4. Medical First Aid Guide (MFAG) will be used for accidents involving dangerous substances. Things to note when using the Guide are as follows:

- When exposed to a dangerous substance, emergency action will be taken first.
- The medical first aid guide will be applied in 3 steps:

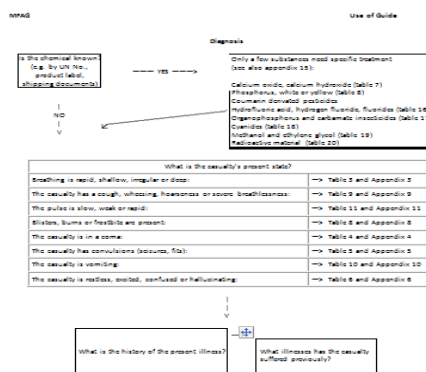
Step 1: Emergency response and diagnosis	Start here
Step 2: Consider the tables.	Tables special cases. Short instructions for It contains
Step 3: Consider Attachment	Attachments of drugs and exposure Remainable About chemicals Contains detailed information

8.3.5. Use the following table while emergency action:



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8.3.6. Use the following table for diagnosis.



General First Aid Recommendations for UN 1075 (LPG) / UN 1965 (LPG) / UN 1978 (PROPANE):

- Remove exposed person to LPG / PROPAN breathing and rest.
- Call for medical help if you have difficulty breathing.
- If there is no respiration, artificial respiration, give oxygen, call for medical help.
- Immediately wash the exposed parts with clean water.
- Remove gas contaminated clothing immediately.
- Watches, rings, bracelets and so on. Remove items if they are not sticking, leave them as if they are stuck.
- Do not re-heat the liquid contact fast, do the heating process slowly.
- If eye contact occurs, immediately wash the eye with clean water for 15 minutes and close the eye with a sterile pack.
- In important cases, the patient is not in a close medical center.
- First-aid team personnel should wear full-face, respiratory, head and neck protective clothing, gloves and protective antistatic boots against potential risks, He will not use tools.

8.3.7. Tables involves special conditions for special conditions, the information for tables are as follows:

- Table 1 : Rescue
- Table 2 : Cardio-Pulmonary Resuscitation (CPR)
- Table 3 : Oxygen Administration and Controlled Ventilation
- Table 4 : Chemical-Induced Disturbances of Consciousness
- Table 5 : Chemical-Induced Convulsions
- Table 6 : Toxic Mental Confusion
- Table 7 : Eye Exposure to Chemicals
- Table 8 : Skin Exposure to Chemicals
- Table 9 : Inhalation of Chemicals
- Table 10: Ingestion of Chemicals
- Table 11: Shock
- Table 12: Acute Kidney Failure
- Table 13: Pain Relief
- Table 14: Chemical-Induced Bleeding

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- Table 15: Chemical-Induced Jaundice
- Table 16: Hydrofluoric Acid and Hydrogen Fluoride
- Table 17: Organophosphate and Carbamate Insecticides
- Table 18: Cyanides
- Table 19: Methanol and Ethylene Glycol
- Table 20: Radioactive Material

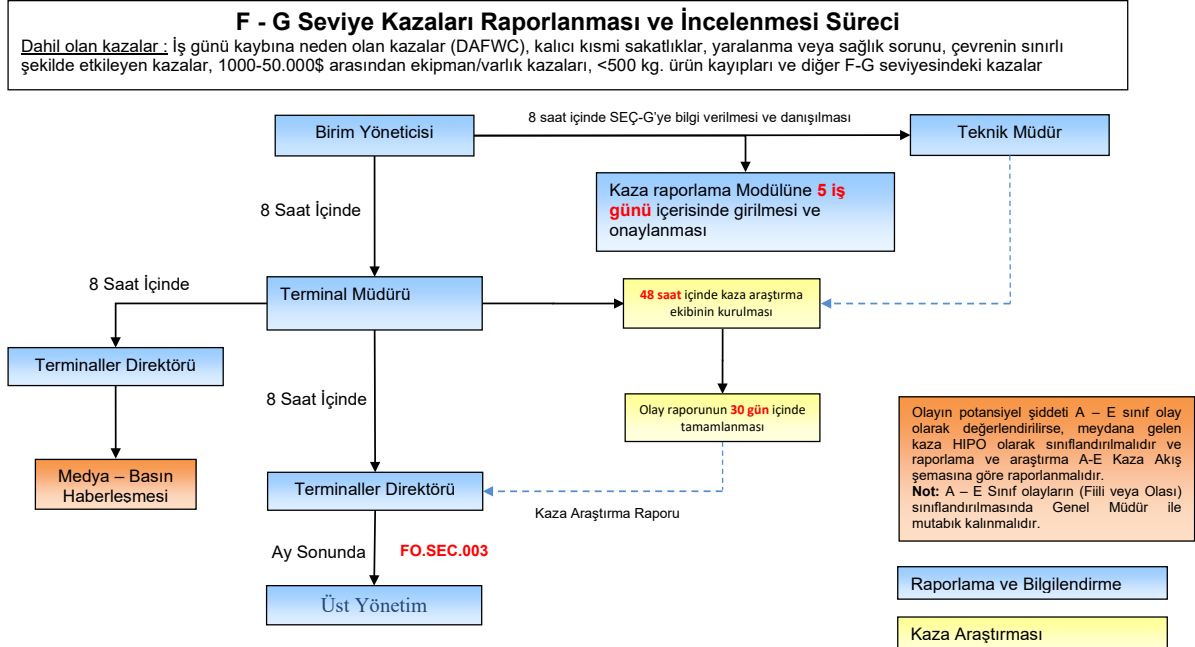
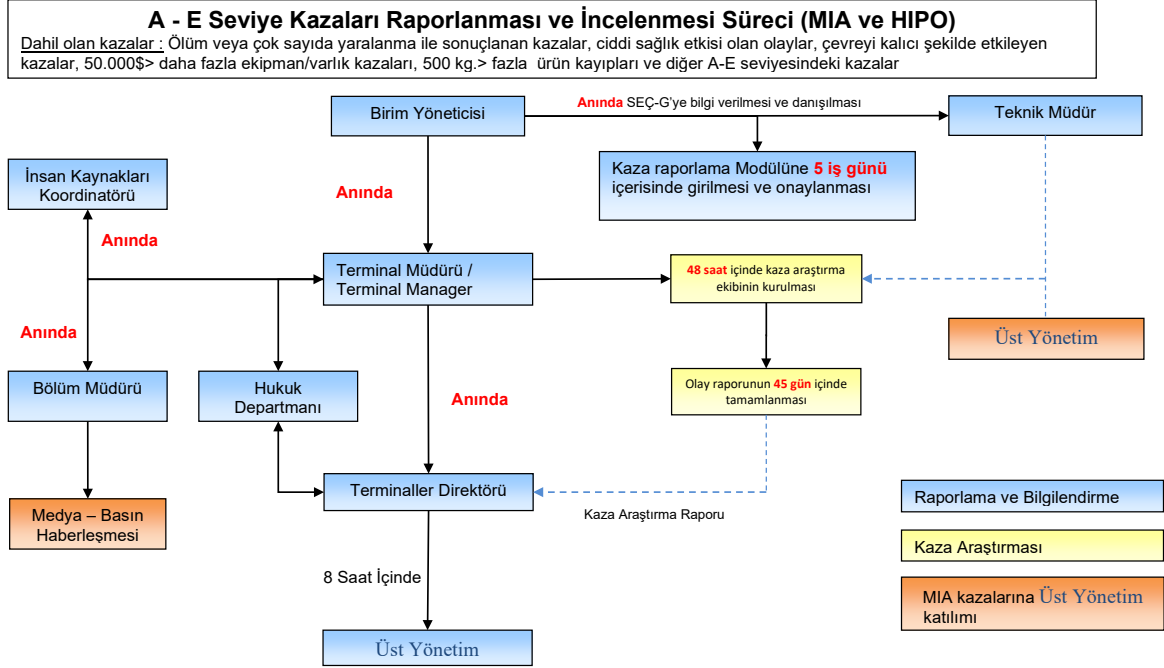
8.3.8. The Appendices provide comprehensive information, medicines and chemicals that might be exposed. Information on appendices are as follows.

- Appendix 1 : Rescue
- Appendix 2 : Cardio-Pulmonary Resuscitation (CPR)
- Appendix 3 : Oxygen Administration and Controlled Ventilation
- Appendix 4 : Chemical-Induced Disturbances of Consciousness
- Appendix 5 : Chemical-Induced Convulsions
- Appendix 6 : Toxic Mental Confusion
- Appendix 7 : Eye Exposure to Chemicals
- Appendix 8 : Skin Exposure to Chemicals
- Appendix 9 : Inhalation of Chemicals
- Appendix 10: Ingestion of Chemicals
- Appendix 11: Shock
- Appendix 12: Acute Kidney Failure
- Appendix 13: Pain Relief
- Appendix 14: List of Medicine and Equipment
- Appendix 15: List of Materials

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8.4. Notification to be made inside and outside of facility in emergencies

All accidents that can occur in Petgaz area are reported and reported as follows in accordance with PR.SEC.001 Accident Reporting and Reporting Procedure.



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- Shore-based personnel, should take training general awareness/familiarization training, function-specific training and safety training. These people could be stated as follows:
 - Classifying the dangerous goods and identifying the Proper Shipping Names of Dangerous goods;
 - Packing the dangerous goods;
 - Marking or labelling the dangerous goods;
 - Opening/closing the packages of cargo transport units;
 - Preparing transport documents for the dangerous goods;
 - Offering the dangerous goods for transport;
 - Receiving or taking the dangerous goods for transport;
 - Handling the dangerous goods on transport;
 - Preparing the plans for loading/stowage the dangerous goods;
 - Loading/discharging the dangerous goods into/from ships;
 - Carrying the dangerous goods in transport;
 - Inactivating the cargo storages;
 - Measuring the cargo storage and taking samples;
 - Washing the cargo storages in accordance with approved procedures and regulations;
 - Enforcing, surveying or inspecting legal requirements, rules and the compliance with regulations
 - Involving in any other way into the transport of dangerous goods as determined by Competent Authority.

8.9.2. The content of training required for people engaged in dangerous goods is as follows:

- General awareness / familiarization training

Each person should take training for safe shipment or handling of dangerous cargo commensurate with responsibilities. Training must be designed to ensure the familiarization of general dangers and legal requirements of dangerous cargoes. This training must involve identification of types and classes of dangerous cargoes, labelling, marking, packaging, segregation and compliance with requirements; a description of purpose and content of dangerous goods transport documents and a description of available emergency response documents.

- Function-specific training

Each person shall be trained in specific dangerous goods transport provisions about the safe shipment or handling of dangerous cargo which is applicable to the function that person performs.

- Safety training

Each person should receive training about the following issues regarding risks in the occurrence of a release of dangerous cargoes and the function performed:

- methods and procedures for accident avoidance about proper use of package handling equipment and appropriate methods of stowage and segregation of dangerous goods;
- available emergency response information and how to use it;
- general dangers presented by the various types and classes of dangerous goods and how to prevent exposure to those hazards, including, if appropriate, the use of personal protective clothing and equipment; and

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- emergency procedures to be followed in the event of an unintentional release of dangerous goods, including any emergency response procedures for which the person is responsible and personal protection procedures to be followed.

8.9.3. Records regarding the training of people in charge of dangerous goods:

Records of all safety trainings installed shall be kept by the Port Facility Management and, if requested, must be given to work.

8.9.4. Drills and record regarding to dangerous goods:

- Drill implementation ; In order to be ready for emergencies in facility, personnel in emergency organization are prepared for their duties by various training. Trainings must be done by support of specialized organization when necessary. In this context, relevant personnel get IMDG code training regarding to dangerous goods and certificated in the port. It should be planned to carry out and implement the drills according to the worst-case scenario in order to test the adequacy of emergency plans and be ready for real incidents.
- Drill Scenarios; The worst scenario must be foreseen as one incident or a combination of incidents faced by port in exercise planning. Exercises are provided to implement in line with prepared scenarios in fastest and most efficient way.
 - Emergency Drills to be held within port facility.
 - It should be stated in Port annual training plans.
 - It can be planned as local or general response,
 - It can be combined with Safety, Spilling, etc exercise scenarios,
 - Drills can be made by/without informing.
 - Drills are based on various emergency scenarios.
 - Drills can be made actually, or desk bound, seminar type,
 - Scenarios with different time, day, season and incident are prepared for each drill..

In Pet Gaz LPG Storage and Tube Filling Facility drills are carried out in line with the annual training plan in line with the scenarios specified in the emergency instruction. All exercise records are recorded with the FO.SEC.135 Exercise Registration Form.

8.10. Information on fire protection systems

In our facility, storage tanks, hydrants, fire foam machines, portable fire extinguishers are available under fire protection systems. Information on fire protection systems is as in 8.2.1.

8.11. Procedures for approval, inspection, testing, maintenance and use of fire protection systems

Hatay Municipality approved the approval and supervision of fire protection systems in our facility.

Testing, maintenance and use of fire protection systems are made weekly and monthly by our facility and processed into control forms.

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8.12. Measures to be taken when fire protection system not working

In case the fire protection system does not work in our facility, firstly it will be tried to utilize from neighborhood and adjacent facilities, then local fire department will be informed. Response to incident will be carried out by using all capacity of region

8.13. Other risk controlling equipment

There is no other risk controlling equipment.

9. OCCUPATIONAL HEALTH AND SAFETY

9.1. Occupational Health and Safety Measures

The purposes of the occupational health and safety are as follows:

- To protect employees

It is the main purpose of the occupational health and safety. It aims to protect the employees against working accidents and occupational diseases, provide the mental and physical integrity.

- To provide production safety

It is important for economy as providing production safety in workplace will lead an increase in efficiency.

- To provide facility safety

As the measures taken in workplace remove the dangers in facility due to machinery malfunctions and disabled operations, explosions, fire which may arise from working accidents or unsafe and unhealthy working conditions, the facility safety can be ensured.

Pet Gaz LPG Storage and Tube Filling Facility has ISO 45001 Occupational Health and Safety Management System document. The ISO 45001 Occupational Health and Safety Management System establishes and implements the following procedures within the scope of ISO 45001 Occupational Health and Safety Management System

- PR. SEC.006 Risk Management Procedure

This procedure sets out the general requirements for risk management, risk management, and risk management in all operations of Petgaz by effectively identifying HSE-G, process safety, regulatory compliance, reputation and financial risks, identifying risks to be created by these risks, and evaluating them.

No duty / work in Pet Gaz LPG Storage and Tube Filling Facility is put into practice without risk assessment.

The performed risk analyzes are reviewed and revised when the following conditions are met.

- Conditions and obligations imposed by statutory requirements
- Planning a new process or development work
- Change of a work / process / machine system or method
- Start using a new product or equipment
- A more detailed and more technical assessment is required.

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- PR. SEC.007 Control of Work Procedures

This procedure sets out the general conditions for HSE-G checks and work permits to be performed under the Business Control in non-routine work in Petgaz operations.

All activities that are not carried out in accordance with a procedure or instruction defined in Pet Gaz LPG Storage and Tube Filling Facility and foreseen that new hazard may occur during the operation are defined as non-routine works. These studies;

- Hot work / Hot work
- Introduction to Limited Areas
- Electric Works
- Excavation Studies
- Lifting Operations
- Working Height

All non-routine work cannot be initiated by competent personnel without job control and job approval.

Work permits are issued by authorized employees via the Rap-Net electronic system at (<http://ist-rapapp/rapnet/standard/rap.aspx>).

Everyone has the obligation and authority to stop insecure work. All employees;

- Do not accept unsafe work,
- Refusing to conduct insecure work,
- intervenes in dangerous situations or insecure activities and
- Responsible and responsible for recording all interventions and reporting them to the responsible persons.

- PR. SEC.003 Change Management Procedure

This procedure identifies the recording, reporting and general conditions of changes to control risks by assessing the HSE-S or Operational risks of permanent, temporary or emergency changes to Pet Gaz Plant, Process, Human Resources or Procedures.

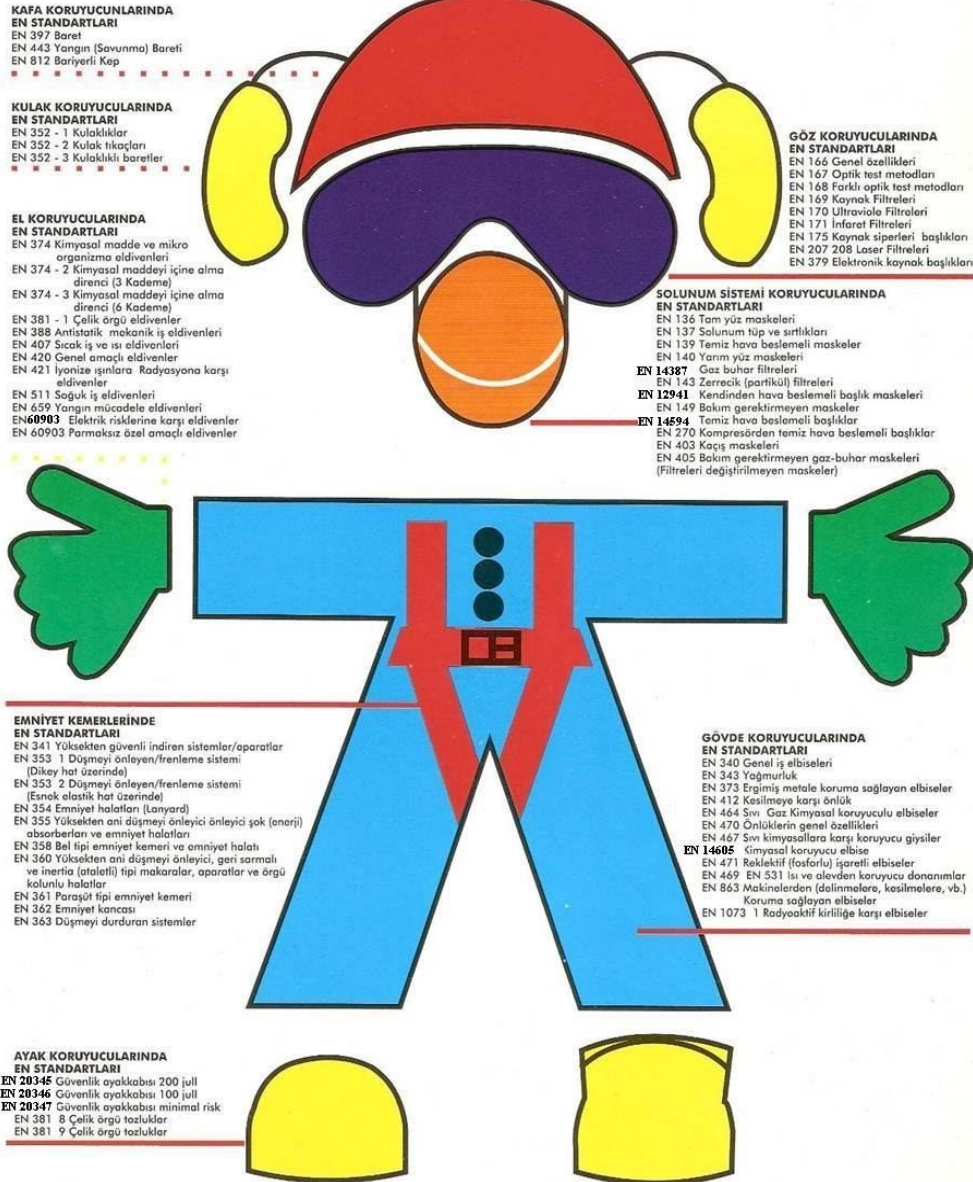
Minimum Personal Protective Equipment (PPE) requirements to be used during operations at Pet Gaz LPG Storage and Tube Filling Facility KL. The SEC.005 Filling Plant-Stocking Terminal is specified in the Personal Protective Equipment Manual.

9.2. Information on personal protective clothing and procedures for their use

Personal protective clothing is in the specified standards and these clothes are like the ones in Appendix-15 which indicate who wears these clothes:

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STANDARDS FOR PERSONAL PROTECTIVE EQUIPMENT



9.3. Closed Space Entry Permit Measures and Procedures

Work permits to be given to ensure process safety within the scope of work control in non-routine works are in accordance with the PR.SEC.007 Control of Work (COW) Procedure and TL.DTR.710 Hot Works, Closed for the tasks that require them to enter closed places for fire-producing works. It is carried out according to the Entry and Control Instruction to the Places.

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10. OTHER ISSUES

10.1. Validity of Dangerous Goods Compliance Certificate

Application for Hazardous Substance Conformity Certificate by the Administration will be applied 3 months before the end of the "Coast Facility Operation Permit Certificate".

10.2. Dangerous Goods Security Advisor Task Description



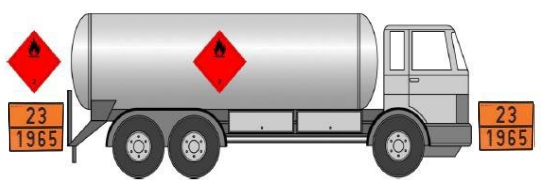
- Facilitating the management of these activities in the safest way by determining and using the most appropriate tools and activities under the responsibility of the Facility Secretary,
- To monitor the compliance of international agreements and contracts (ADR / RID) with LPG and other dangerous materials, to submit proposals to the operator,
- To prepare the annual activity report and submit it to the Ministry of Transport in electronic environment within the first three months as of the end of the year
- Prepare procedures for LPR and other hazardous applications identified in the ADRT to guide the purchase of LPG and other hazardous materials transport vehicles.
- Identify procedures for the control of the equipment used in the transport, loading and unloading of LPG and other dangerous goods.
- Providing or receiving training on the basis of national and international legislation and amendments made to them, and keeping records of this training.
- Identifying emergency procedures to be applied in the event of an accident or a possible event affecting safety during transport, loading or unloading of LPG and other dangerous goods, periodically having employees carry out exercises related thereto and keeping their records.
- Ensure that measures are taken to prevent recurrence of accidents or serious violations.
- Ensure that the special conditions stipulated by the relevant legislation are taken into consideration when subcontractors or third parties are involved in the selection and operation of dangerous goods.
- Ensure that employees involved in the transport, loading or unloading of hazardous materials have information about operational procedures and instructions.
- Taking measures to increase the awareness of the relevant personnel in order to be prepared for possible risks in the transport, loading or unloading of dangerous goods.
- Prepare an operational security plan to ensure that the plan is implemented.
- To record all kinds of business activities, including training, auditing and control, to keep these records for 5 years, and to submit them if requested.
- Audits to be carried out in relation to the business; Keeping records by stating the date and time of the person and work being audited.
- To halt the work until the danger is eliminated in the event of any danger, to initiate the work with the approval of the worker when the danger has been removed, and to inform the authorities or authorities in writing of any steps in the process.
- In accordance with the ADR / RID provisions of the LPG loaded on the transport vehicle; Labeling, marking and loading of the products.

10.3. Documents for persons carrying dangerous goods to be separated from road / coastal facility / coastal facility (documents to be kept at entry / exit from port / coastal area / roads carrying dangerous goods, equipment and equipments to which these vehicles must be kept, speed limits etc.

Pet Gaz LPG Storage and Tube Filling Facility All the tanker vehicles that will carry LPG by road TL.SEC.004 Facility entrance inspections are carried out in the direction of Safe Pass Control

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Instruction. Under this instruction, the following equipment, equipment and documents must be found in tanker vehicles.

TABLO -1 ADR - TRAFİK YÖNETMELİĞİ - TS 1445'E GÖRE ARAÇ GEREKLİLİKLERİ		petgaz
1	ADR Uygunluk Belgesi	Araçlar yetkili muayene istasyonlarında kontrol geçerek ADR Uygunluk veya Taşıt Uygunluk Belgesi almalıdır.
2	Taşıma Evrakı	Taşıma Evrakı dolmuş sonrası Tesis tarafından düzenlenecektir.
3	Yazılı Talimat	Acı Durumlarda yapılacakları belirten yazılı bir talimat araçta hazır bulunmalıdır.
4	Ekipmanlar	1. Takoz (araca uygun büyüklükte) 2. Dikilebilir Uyarı İşareti (2 ad.) 3. İkaz Yeleği (EN 471 Standardında - fosforlu) 4. Portatif Aydınlatma aparatı (EX) 5. Koruyucu Eldiven (1 çift) 6. Koruyucu Gözlükler 7. 2 ad. 12 kg. Yangın söndürücü 8. 1 ad. Sürücü kabini için 2 kg. Yangın Söndürücü
5	Eğitim	SRC 5 Sürücü Belgesi *Eğitim tamamlama belgeleri 31.03.2015 tarihine kadar SRC-5 belgesinin yerine geçecektir. LPG Yetkili İşletme Personeli Sertifikası TS 1445 : Sürücülere uygulamalı (işveren veya işverenin yazılı talebi üzerine dağıtım şirketi tarafından) yangınla mücadele eğitimi verilmelidir. Sürücülerin eğitimi her sürücü değişiminde veya her 5 yılda bir tekrarlanmalıdır.
6	Tehlikeli Madde Zorunluluk Poliçesi	Tehlikeli Maddeler ve Tehlikeli Atık Zorunlu Mali Sorumluluk Sigortası Poliçesi araçta bulunmalıdır.
Araç İşaretleme		
7.1	Turuncu Plaka	Tankerin ön ve arkasına 40x30 cm. ölçülerinde aşağıdaki turuncu levha takılmalıdır.  23 : Alevlenir Gaz 1965 : LPG'nin UN Numarası
7.2	İkaz İşaretleri	İkaz işareti, min.25x25 cm olmalı, aracın her iki yanına ve arka tarafına asılmalıdır. 
7.3	Tehlikeli Madde Yazısı & Kırmızı Bez	Trafik Yönetmeliği: Ön ve arka yanlarına kırmızı renkte zemin üzerine boyu yirmi ve çizgi kalınlığı ikibuçuk santimetreden az olmayan beyaz renkte "TEHLİKELİ MADDE" yazısı yazılacak ve ayrıca ön ve arka taraflarına kolayca görülebilen 30x30 santimetreden küçük olmayan kırmızı renkte birer bez asılacaktır.
7.4	Sigara İçilmez - Tehlikeli ve Yanıcı Madde - Ateşle Yaklaşılmaz Yazıları	TS 1445 : LPG taşımada kullanılan araçların en az bir yerinde ve en az 10 cm büyüklüğündeki harflerle "Sigara İçilmez" , "Tehlikeli ve Yanıcı Madde" ve "Ateşle Yaklaşılmaz" yazıları bulunmalıdır. Dökme taşıma araçları tankları üzerine (arka ve iki yanda) altındaki boyanın zıt rengindeki bir boya ile en az 10 cm. büyüklüğündeki harflerle "TEHLİKELİ VE YANICI MADDE" yazısı yazılmış olmalıdır.
ADR'YE UYGUN TANKER İŞARETLEME		
		
* Trafik Yönetmeliği ve TS 1445'e de göre araç ve tank üzerinde gerekli işaretlemeler yapılmalıdır.		

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In Pet Gaz LPG Storage and Tube Filling Facility, when the tanker drivers are parked outside the premises and driving on the premises, the applicable rules are specified in the TL.DTR.408 Tanker Driving Instructions and notified to all drivers.

10.4. Issues regarding to the carriers of dangerous goods to coming the shore facility/leaving from shore facility by sea (exhibition of signals by ships and sea vehicles to the port or shore facility by day/at night, cold and hot working procedures aboard ship).

10.4.1. Day/night indications of vessels carrying dangerous goods and of seagoing vessels at the port or coastal facility:

The vessel arriving at the shore installation and bearing dangerous cargo shall have the international sign code "B at night and 2 Fixed Red Lanterns at night

10.4.2. Cold and Hot Working Procedures in Shore-Facing and Dangerous Freight Ships:

10.4.2.1. Ships carrying dangerous cargo at the coastal facility will receive the necessary permission from the Harbor Master for cold and hot work to be carried out and inform the coastal facility concerned.

10.4.2.2. The principles of hot work to be carried out on vessels carrying dangerous cargo at coastal facilities are as follows.

- Before undertaking a hot work on board at the coastal facility, the responsible company officer, who will perform the warm work, must have written authorization by the port authority to carry out this warm work. Such authorization should include the details of the hot work site as well as the security measures to be followed.
- In addition to the safety measures required to be taken by the port authority, the responsible company officer, who will perform the warm work before the hot work, must also take the additional safety measures required by the vessel and / or berth along with the vessel and / or docking responsibilities. These additional safety precautions should include:
 - Inspection of local and neighboring areas, including tests conducted by approved testing facilities to ensure that areas are free from combustible and / or explosive atmospheres and that they are free from oxygen deficiencies where appropriate
 - Keep dangerous cargoes and other combustible materials and objects away from work and neighboring areas.
 - Effective protection against accidental ignition of building components such as Beams, Hatches, walls and ceilings;
 - Ensuring the sealing of openings, lead pipes, valves, connections, openings and open parts seals to prevent flames, sparks and hot particles from splashing to areas next to the work area or other areas.
 - In addition to entering the work area, a hot work authorization and a copy of the safety measures must be posted on the area adjacent to the work area. The authorization and the safeguards to be taken must be affixed to all employees who will be involved in the hot work, and this should be clear to the employees.
 - When performing hot work, checks should be made to make sure that the conditions have not changed, and at least one suitable fire extinguisher or other suitable fire extinguisher equipment must be available for immediate use at the hot work place

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- During hot working, an effective monitoring should be made in the hot work area as well as adjacent areas in order to complete this work and for a sufficient time after completion, in the event of a danger due to heat transfer.
- Pet Gaz LPG Storage and Tube Filling Facility, the safety rules for vessels and other marine vessels are defined in the KL.DTR.259 Ship Loading / Unload Operations Guide and notification is made to the relevant persons before each ship operation.

10.5. Additional issues added by shore facility.

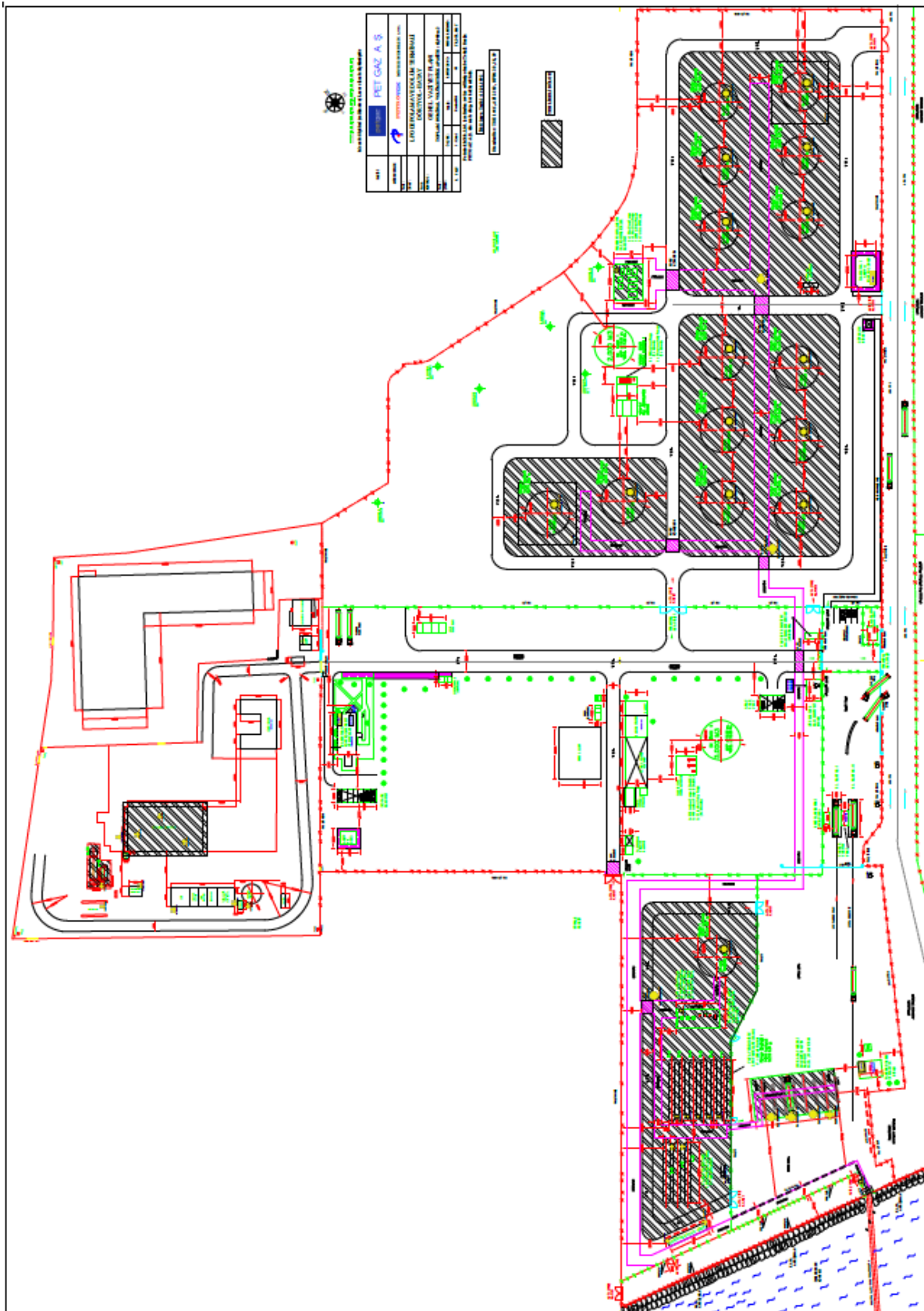
None.

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ANNEX-1 General layout of shore facility



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ANNEX-2 Photos of general appearance of shore facility



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ANNEX-3 Emergency contact points and contact informations

NO	NAME SURNAME	TITLE	OSS TITLE	PHONE
1	Emin Gürcan Gürel	Terminal Manager	Incident Commander	5378541143
2	Derviş Metin	Technical Manager	Operation Service	5333674123
3	Emre Yılmaz	Finance Manager	Financial and Administrative Affairs Service	5396654461
4	Ömer Çölgeçen	Administrative Affairs and Purchasing Specialist	Financial and Administrative Affairs Service	5301533176
5	Gökür Gündüz	Maintenance and HSSE Engineer	Operation Service	5306370993
6	Ertuğrul Filik	Plant Engineer	Operation Service	5353404983
7	Cihad Çolak	Chief Assistant of Administrative Affairs	Financial and Administrative Affairs Service	5459684846
8	Şevki Settaş	Weigher	Operation Service	5374524167
9	Yusuf Seyhan	Filling Operator	Operation Service	5353406289
10	Mustafa Aksay	Weigher	Operation Service	5385093725
11	Onur Aypar	Shift Supervisor	Operation Service	5059642626
12	Cevher Korkmaz	Shift Supervisor	Operation Service	5434580698
13	Mustafa Purkaya	Shift Supervisor	Operation Service	5349182312
14	Muzaffer Büyükkavut	Shift Supervisor	Operation Service	5539712578
15	Ertan Özer	Weigher	Operation Service	5432623013
16	Ahmet Tanin	Filling Operator	Operation Service	5418440201
17	Hüseyin Babaoğlu	Electrical Technician	Operation Service	5447603238
18	Sefa Işık	Electrical Technician	Operation Service	5383948975
19	Mehmet Erpak	Electrical Technician	Operation Service	5426072194
20	Vahit Canbolat	Technician	Operation Service	5392060700
21	Hasan Tüylek	Maintenance Personnel	Operation Service	5372516744
22	Nurettin Mendi	Filling Operator	Operation Service	5437737702
23	Şaban Karatosun	Filling Operator	Operation Service	5458058799
24	Ahmet Kara	Filling Operator	Operation Service	5354134287
25	İsa Eraslan	Filling Operator	Operation Service	5372603630
26	İbrahim Demir	Filling Operator	Operation Service	5426071982
27	Ömer Şimşir	Security Chief	Operation Service	5359639499
28	Bünyamin Sapan	Security Personnel	Operation Service	5376728184
29	Ömer Güner	Security Personnel	Operation Service	5436800016
30	Murat Peköz	Security Personnel	Operation Service	5326863481
31	Yunus Özcan	Security Personnel	Operation Service	5388876784
32	Fatih Tekerek	Security Personnel	Operation Service	5424028545
33	Hakan Gülen	Security Personnel	Operation Service	5434154962
34	Erkan Erküt	Security Personnel	Operation Service	5462268400
35	Serhat Cengiz	Security Personnel	Operation Service	5319047664
36	İsmail Akatılğan	Security Personnel	Operation Service	5465048901

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37	Burakhan Eroğlu	Security Personnel	Operation Service	5468273107
38	Mehmet Soydan	Security Personnel	Operation Service	5387013171
39	Fatih Edik	Security Personnel	Operation Service	5438965734
40	Serdar Günal	Security Personnel	Operation Service	5459246090
41	O.Ökkeş Avan	Security Personnel	Operation Service	5447876068
42	Onur Akgül	Information Technologies Specialist	Operation Service	5353404993
43	Ayşe Geyik	Office Support Personnel	Operation Service	5413886792
44	Hakan Özal	Maintenance Personal	Operation Service	5413581224
45	Eyyüp Purkaya	Maintenance Personal	Operation Service	5066090844
46	Abdülkadir Çöllü	Administrative Affairs Support Personnel	Financial and Administrative Affairs Service	5051491034
47	Dede Önen	Marine Operation Specialist	Operation Service	5436263889
48	Enver Ünal	Weigher	Operation Service	5418083270
49	Metin Alkan	Filling Operator	Operation Service	5312368369
50	Halil Furkan Alsaç	Weigher	Operation Service	5557512640
51	Ferhat Ölker	Weigher	Operation Service	5354069991
52	Sinan Özel	Maintenance Personal	Operation Service	5436263899
53	Muhammet Erşan	Maintenance Personal	Operation Service	5365978095

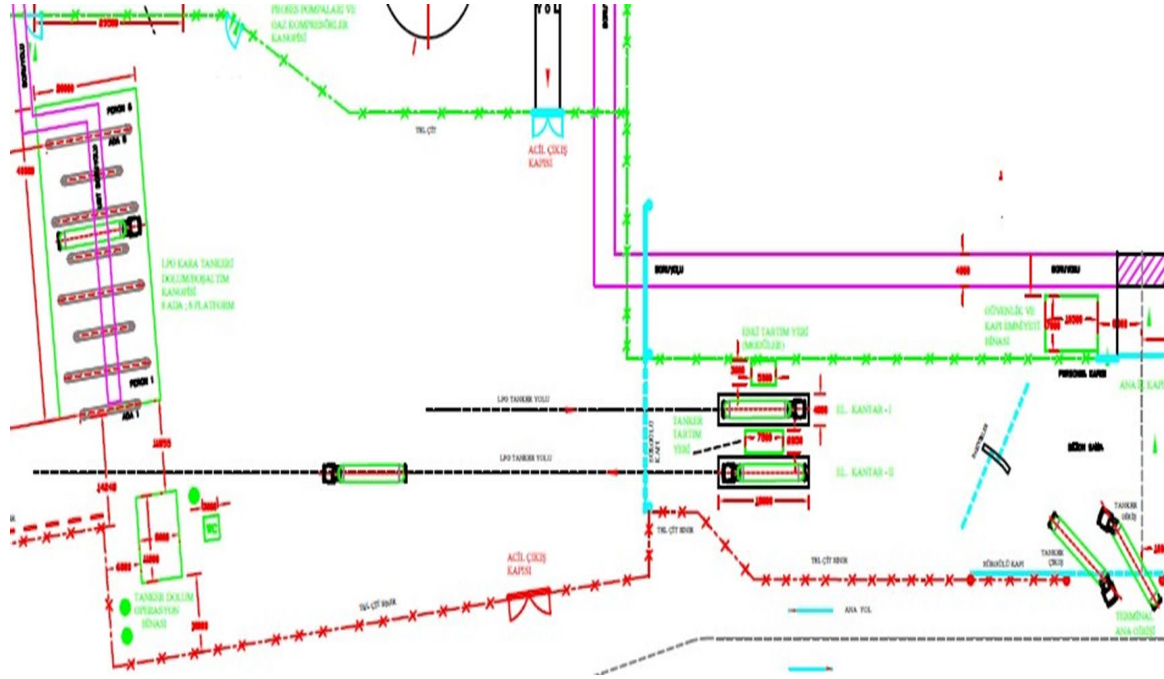
External Contact Information

INSTUTION	PHONE
Fire Department	110
Emergency Servis	112
AFAD	122
Gendarme	156
Coast Guard	158 / 0 322 614 23 11
Toros Tarım	0 322 634 22 22
Erzin Municipality	681 5007
Dörtöyl Municipality	712 9201
Erzin Public Hospital	681 7174
Dörtöyl Public Hospital	712 2287
Balcali Public Hospital	0 322 338 62 95
Erzin Safety Directorate	681 5206
Dörtöyl Safety Directorate	712 1051
Erzin Governor	681 5167
Hatay Governorship	214 6213
Disaster Coordination Center	227 17 45 – 444 12 06
Global Terminal	0 326 734 16 20
Milangaz	0 326 734 25 45
Most Shipping (Dörtöyl)	0 532 138 35 99

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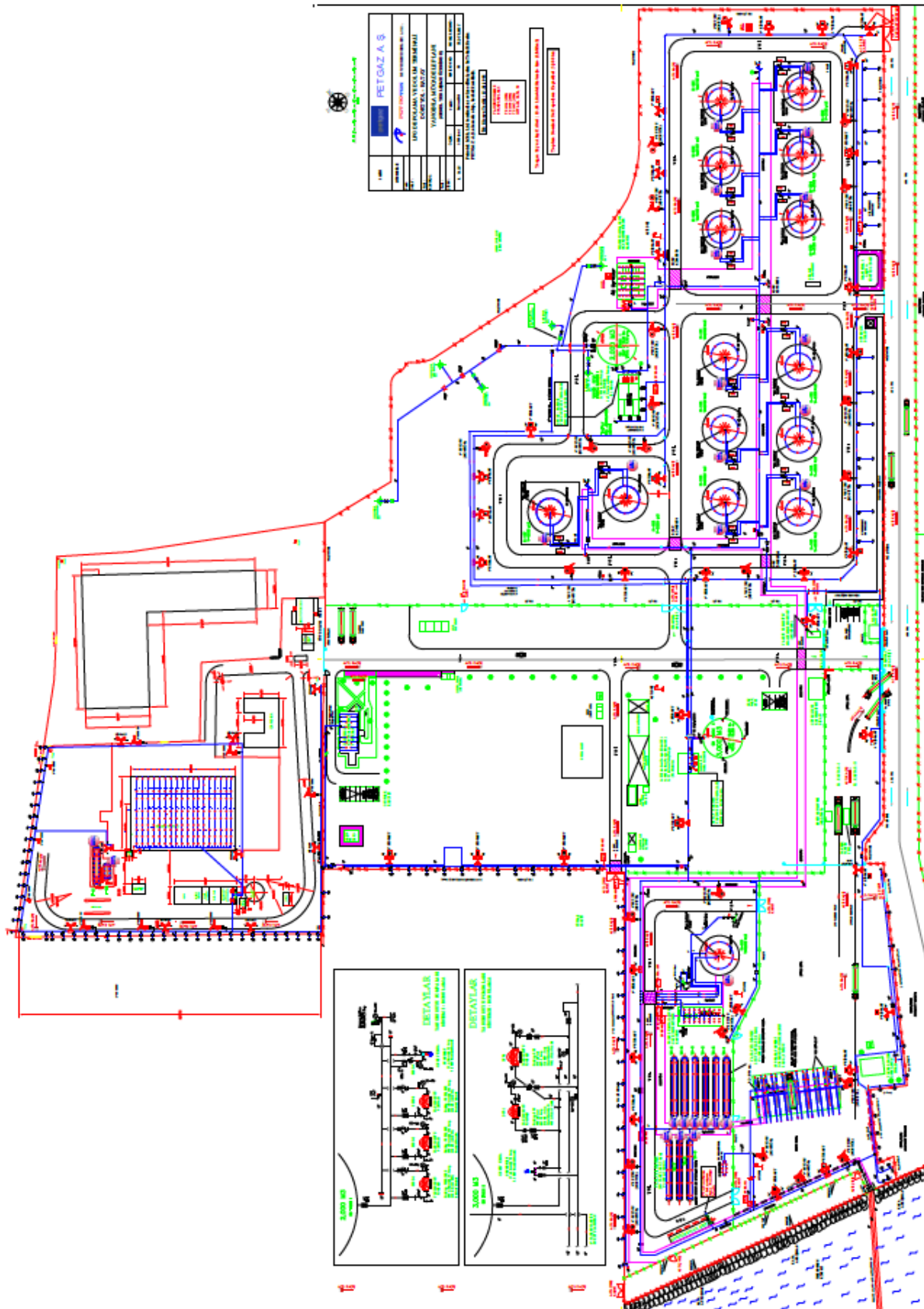
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ANNEX-4 General layout plan of fields that dangerous goods handled



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ANNEX-6 General fire plan of facility



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ANNEX-7 Emergency action plan

AS PORT PLANT EMERGENCT MANAGEMENT INSTRUCTION (TL.DTR.903)

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ANNEX-8 Emergency assembly point plan



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ANNEX-9 Emergency management plan

AS SPECIFIED IN CLAUSE 8

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ANNEX-10 Dangerous goods manuel

PET GAZ A.Ş. **LPG STORAGE and** **TUBE FILLING FACILITY**

DANGEROUS GOODS MANUEL



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A. Classes of dangerous goods

Products handled and stored at the facility, their classes;

Name	CAS No	EINECS No	Chemical Composition	Class	Classification Code
LPG- Liquefied Petroleum Gas	68476-85-7	270-704-2	%70 C ₄ H ₁₀ Butane %30 C ₃ H ₈ Propane, and a small amount of other hydrocarbons such as isobutane propylene	2	2 F Flammable Gas
Propane	74-98-6	200-827-9	At least %95 C ₃ H ₈ Propane and a small amount of propylene, other hydrocarbons such as butane	2	2 F Flammable Gas

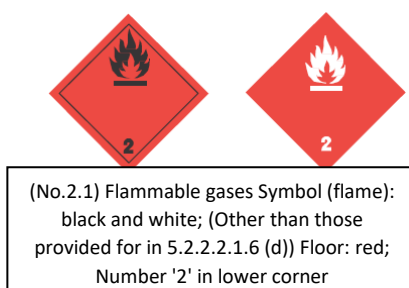
B. Packages and Packaging of Hazardous Substances

LPG is filled with refillable welded steel tubes produced in accordance with TS EN 1442 standard.

C. Placards, plates, brands and labels related to the dangerous goods handled

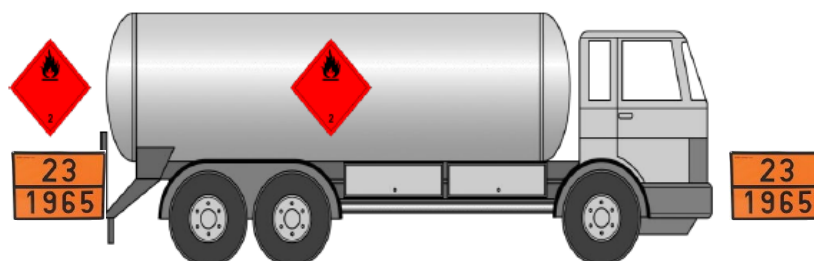
Label :

Class-2 Gases/ Flaming Gas



Plates and Marking Vehicles :

Plates are attached to both sides and back of tankers carrying LPG; 23 and 1965 are attached to the front and back of tankers carrying LPG.



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D. Acil Durum Müdahale Adımları

Emergency Procedure

DON'T BE AWARE TO RUN THE ALARM DUE TO FIRE AND PRESS THE ALARM BUTTON FROM THE NEAREST POINT TO YOU.

TERMINAL FIRE ALARM

In case of fire or LPG leak, warn the Terminal Manager by calling 0537 854 1143 or the Operations Engineer by calling +90 535 340 4983 or by VHF channel and warn with the ship's siren/alarm.

Please contact the pilot station. +90 552 615 65 08 or +90 555654 31 53

UHF/VHF communication channel 13

WHAT TO DO IN DANGER

Perform the steps in numerical order

SHIP MOVEMENT PLAN

Fire On Your Ship

1. Give alarm.
2. Fight the fire and try to prevent its spread.
3. Inform the terminal.
4. Stop the cargo and ballast operation and close the valves.
5. Separate the hoses and wait ready for separation.
6. Get your machines ready.

Fire on another Ship or Terminal

1. Give alarm.
2. Stand by for instruction,
3. Stop the cargo and ballast operation and close the valves.
4. Separate the hoses and wait ready for separation.
5. Get your machines ready.

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LPG Leakage

1. Give alarm.
2. Inform the terminal.
3. Stop cargo and ballast and close valves
4. All unnecessary entries should be closed
5. Flex hose should be prepared to be released into the water.
6. Fight leakage and prevent its spread

TERMINAL ACTION PLAN

Fire on Ship

1. Give alarm.
2. Contact the ship and wait for instructions no more than 2 minutes.
3. Stand by and inform the ship for firefighting assistance.
4. Notify all ships of the situation.
5. Activate the Terminal Emergency Plan.

Fire on Terminal

1. Give alarm.
2. Fight the fire and try to prevent its spread.
3. Stop the cargo operation and close the valves.
4. Notify all ships of the situation and wait for instructions for a maximum of 2 minutes.
5. Activate the Terminal Emergency Plan

LPG Leakage

1. Give alarm.
2. Notify the ship of the situation and wait for instructions for a maximum of 2 minutes.
3. Stop the cargo process and close the valves
4. Fight leakage and prevent its spread.
5. Activate the Terminal Emergency Plan if necessary.

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ANNEX-11 Leakage areas and equipment for CTU and packages, technical drawings

LEAKAGE AREAS IS NOT AVAILABLE WITH IN SCOPE OF THE HANDLED LOAD IN FACILITY

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ANNEX-12 Inventory of port services ships

THE SERVICE SHIP IS NOT AVAILABLE IN THE FACILTY INVENTORY

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ANNEX-13 Administrative limitations of the iskenderun port presidency, animals and guides captain landscape / center points marine coordinates

Limit of the administrative area of the port

Alternative phrase: RG-6/8 / 2013-28730) The port administrative area of the Iskenderun Port Authority is the sea and coastal area within the line defined by the following coordinates..

- 36° 25' 15" K – 035° 35' 57" D
- 36° 44' 54" K – 036° 03' 12" D
- 36° 54' 05" K – 036° 57' 44" D (Adana-Hatay border)

Anchors

- 1-way south anchorage: Anchorage area for vessels not carrying dangerous goods and military vessels, the following coordinates of the sea area.
 - 36° 36' 51" K - 036° 08' 00" D
 - 36° 36' 00" K - 036° 08' 00" D
 - 36° 36' 00" K - 036° 10' 30" D
 - 36° 36' 30" K - 035° 10' 30" D
 - 36° 36' 51" K - 036° 10' 030" D
- Anchorage area for dangerous cargo vessels with 2 lines: The shipyards carrying dangerous goods, nuclear-powered military vessels and vessels to be quarantined and anchored to the vessels to be demilitarized are the following areas of the sea.
 - 36° 38' 30" K - 036° 09' 30" D
 - 36° 37' 42" K - 036° 09' 30" D
 - 36° 37' 42" K - 036° 10' 30" D
 - 36° 38' 30" K - 036° 10' 30" D
- 3-way mooring area: Anchorage area for vessels not carrying dangerous goods and military vessels is the sea area formed by the following coordinates.
 - 36° 43' 00" K - 036° 08' 00" D
 - 36° 39' 00" K - 036° 09' 30" D
 - 36° 39' 00" K - 036° 11' 00" D
 - 36° 43' 00" K - 036° 09' 30" D
- 4th north anchorage area: Anchorage area for ships carrying dangerous goods and military vessels is the sea area formed by the following coordinates.
 - 36° 47' 30" K - 036° 07' 00" D
 - 36° 45' 00" K - 036° 07' 00" D
 - 36° 45' 00" K - 036° 09' 00" D
 - 36° 47' 30" K - 036° 09' 00" D
- Anchorage area for dangerous cargo vessels with a 5-way radius: The marine area is composed of ships carrying dangerous goods, nuclear-powered military vessels and vessels to be quarantined and anchoring vessels to be demarcated by the following coordinates.
 - 36° 48' 36" K - 036° 06' 00" D
 - 36° 49' 09" K - 036° 07' 12" D
 - 36° 50' 45" K - 036° 06' 36" D
 - 36° 50' 18" K - 036° 05' 24" D

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- Anchorage area 6: Anchorage area for vessels not carrying dangerous goods and military vessels, the following coordinates of the sea area.
 - 36° 52' 18" K - 035° 59' 18" D
 - 36° 51' 42" K - 036° 01' 36" D
 - 36° 52' 48" K - 036° 02' 18" D
 - 36° 53' 30" K - 036° 00' 06" D

Pick-up and drop-off locations

- 36° 37' 12" K - 036° 10' 00" D
- 36° 40' 42" K - 036° 10' 30" D
- 36° 44' 00" K - 036° 09' 30" D
- 36° 48' 00" K - 036° 05' 00" D
- 36° 52' 30" K - 035° 58' 48" D

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ANNEX-14 Emergency response equipment against marine pollution in port facility

	MAKİNE-EKİPMAN KONTROL LİSTESİ VE BAKIM FORMU	Sayfa No:	1 / 1
		Dok. No:	FR.OPR.06
		Yayın Tar.	11.02.2015
		Rev Tar.	--
		Rev. No:	00

BÖLGE: Rubis / Dörtyol

KONTEYNER NO : 37

SIRA NO	EKİPMAN	ADET	KONTROL TARİHİ	DURUMU
1	YÜZER DEPOLAMA TANKI 15 M3	2 Adet	-	-
2	SORBENT BOOM	396 Metre	-	-
3	SORBENT PAD	100 Adet	-	-
4	SORBENT RULO PAD	1 Rulo	-	-
5	YARIM YÜZ MASKESİ	-	-	-
6	KİMYASAL ÇİZME	-	-	-
7	BARET BEYAZ İTHAL (CE)Lİ	-	-	-
8	GAZ ÖLÇÜM CİHAZI	-	-	-
9	ECZA DOLABI	-	-	-
10	YAĞMURLUK	-	-	-
11	SORBENT RULO PET	-	-	-
12	NUMUNE KABI	-	-	-
13	KORUYUCU GÖZLÜK	-	-	-
14	KİMYASAL EL DİVEN KISA CE'Lİ	-	-	-
15	KİMYASAL EL DİVEN UZUN CE'Lİ	-	-	-
16	TYVEK	-	-	-
17	GÜVENLİK ŞERİDİ	-	-	-
18	EL ARABASI	-	-	-
19	KÜREK	-	-	-
20	TIRMIK	-	-	-
21	ATIK TOPLAMA KOVASI 10 LT.	-	-	-
22	ATIK TOPLAMA VARİLİ 120 LT.	-	-	-
23	FIRÇA	-	-	-
24	BRANDA	-	-	-
25	FENER EX-PROFF	-	-	-
26	CAN YELEĞİ (SPOR TİP CE'Lİ)	-	-	-
27	CAN YELEĞİ (ŞİŞME)	-	-	-
28	YANGIN TÜPÜ (9 KG.)	-	-	-
29	ATIK TOPLAMA POŞETİ	-	-	-
30	KİMYASAL GÖZLÜK (CE'Lİ)	-	-	-

Hakan ÇALIŞKAN
Most Denizcilik
İsk. Körfez Süpervizör

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		Dok. No:	FR.OPR.06
		Yayın Tar.	11.02.2015
		Rev Tar.	--
		Rev. No:	00

BÖLGE : Rubis / Dörtyol

KONTEYNER NO : 38

SIRA NO	EKİPMAN	ADET	KONTROL TARİHİ	DURUMU
1	KAPAKLI ATIK TOPLAMA KOVASI	1 Adet	-	-
2	D-SOLVIT	18 Litre	-	-
3	YARIM YÜZ MASKESİ	4 Adet	-	-
4	KİMYASAL ÇİZME	4 Çift	-	-
5	BARET BEYAZ İTHAL (CE)'Lİ	3 Adet	-	-
6	NUMUNE ŞİŞESİ	4 Adet	-	-
7	ECZA DOLABI	1 Adet	-	-
8	YAGMURLUK	1 Adet	-	-
9	İLK YARDIM SETİ	1 Adet	-	-
10	NUMUNE KABI	1 Adet	-	-
11	ELDİVEN KISA CE'Lİ	1 Çift	-	-
12	KİMYASAL ELDİVEN UZUN CE'Lİ	22 Çift	-	-
13	TYVEK	4 Adet	-	-
14	GÜVENLİK ŞERİDİ	1 Adet	-	-
15	EL ARABASI	6 Adet	-	-
16	KAZMA	6 Adet	-	-
17	KÜREK	5 Adet	-	-
18	TIRMIK	7 Adet	-	-
19	ATIK TOPLAMA KOVASI 10 LT.	1 Adet	-	-
20	ATIK TOPLAMA VARİLİ 120 LT.	1 Adet	-	-
21	FIRÇA	7 Adet	-	-
22	NAYLON MUŞAMBA	100 Metre	-	-
23	FENER EX-PROFF	6 Adet	-	-
24	CAN YELEĞİ (SPOR TİP CE'Lİ)	5 Adet	-	-
25	YANGIN TUPU (9 KG.)	13 Adet	-	-
26	ATIK TOPLAMA POŞETİ	30 Adet	-	-
27	KİMYASAL GÖZLÜK(CE'Lİ)	2 Adet	-	-
28	YANGIN ELBİSESİ	1 Adet	-	-
29	GÜVENLİK DUBASI	4 Adet	-	-
30	KARA BARIYER SABİTLEYİCİ	10 Adet	-	-
31	MARKLEN KARA DEPOLAMA	1 Adet	-	-
32	BARET TEPE LAMBASI	6 Adet	-	-
33	TONOZ ÇAPA	4 Adet	-	-
34	SEDYE	1 Adet	-	-
35	MANKEN	1 Adet	-	-

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	MAKİNE-EKİPMAN KONTROL LİSTESİ VE BAKIM FORMU	Sayfa No:	1 / 1
		Dok. No:	FR.OPR.06
		Yayın Tar.	11.02.2015
		Rev Tar.	--
		Rev. No:	00

BÖLGE : Rubis / Dört Yol

KONTEYNER NO : 39

SIRA NO	EKİPMAN	ADET	KONTROL TARİHİ	DURUMU
1	SABİT BARİYER	450 Metre	-	-
2	ÇEKİ BAŞI	2 Adet.	-	-
3	ATIK TOPLAMA VARİLİ 180 LT	10 Adet	-	-
4	ATIK TOPLAMA IBS TANKI 1000 LT	2 Adet	-	-
5	SORBENT BOOM	-	-	-
6	SORBENT PAD	-	-	-
7	YARIM YÜZ MASKESİ	-	-	-
8	KİMYASAL ÇİZME	-	-	-
9	BARET BEYAZ İTHAL (CE)'Lİ	-	-	-
10	GAZ ÖLÇÜM CİHAZI	-	-	-
11	ECZA DOLABI	-	-	-
12	YAGMURLUK	-	-	-
13	SORBENT RULO PET	-	-	-
14	NUMUNE KABI	-	-	-
15	KORUYUCU GÖZLÜK	-	-	-
16	KİMYASAL ELDİVEN KISA CE'Lİ	-	-	-
17	KİMYASAL ELDİVEN UZUN CE'Lİ	-	-	-
18	TYVEK	-	-	-
19	GÜVENLİK ŞERİDİ	-	-	-
20	EL ARABASI	-	-	-
21	KÜREK	-	-	-
22	TIRMIK	-	-	-
23	ATIK TOPLAMA KOVASI 10 LT.	-	-	-
24	ATIK TOPLAMA VARİLİ 120 LT.	-	-	-
25	FIRÇA	-	-	-
26	BRANDA	-	-	-
27	FENER EX-PROFF	-	-	-
28	CAN YELEGİ (SPOR TİP CE'Lİ)	-	-	-
29	CAN YELEGİ (ŞİŞME)	-	-	-
30	YANGIN TUPU (9 KG.)	-	-	-
31	ATIK TOPLAMA POŞETİ	-	-	-
32	KİMYASAL GÖZLÜK(CE'Lİ)	-	-	-

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BÖLGE : Rubis / Dörtyol

KONTEYNER NO : 40

SIRA NO	EKİPMAN	ADET	KONTROL TARİHİ	DURUMU
1	DELL DİZ ÜSTÜ BİLGİSAYAR	1 Adet	-	-
2	WIRELESS TURKCELL	1 Adet	-	-
3	EPSON YAZICI	1 Adet	-	-
4	SAMSUNG S3 TELEFON	1 Adet	-	-
5	TELSİZ (MOTOROLA)	2 Adet	-	-
6	TELSİZ (COBRA VHF)	1 Adet	-	-
7	ÇALIŞMA MASASI	1 Adet	-	-
8	TOPLANTI MASASI	1 Adet	-	-
9	DOSYA DOLABI	1 Adet	-	-
10	İLK YARDIM SETİ	1 Adet	-	-
11	YANGIN SÖNDÜRÜCÜ	1 Adet	-	-
12	MİSAFİR KOLTUĞU	2 Adet	-	-
13	SİGMA PVC MAKİNASI	1 Adet	-	-
14	İKLİMSA SİGMA 12 BTU KLİMA	1 Adet	-	-
15	KORKMAZ ÇAYCI	1 Adet	-	-
16	ALTUS MİNİ BUZDOLABI	1 Adet	-	-

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ANNEX-15 Personal protective equipments (PPE)

- Antistatic Nomex Shirt Business Dress
- Antistatic Nomex Trousers Work Dress
- Antistatic Steel Toe Work Shoes (Summer)
- Antistatic Steel Nosed Work Shoes (Winter)
- Antistatic Nomex Coat
- Cotton Shirt Business Dress
- Cotton Trouser Work Dress
- Cep Helmet (Private Security)
- Cotton Coat
- Antistatic Work Shoes (Summer)
- Antistatic Work Shoes (Winter)
- Helmet
- Helmet Visor
- Glasses
- Anti-condensation Full Protection Eyeglass
- Protective gloves
- Overalls
- Earplug
- Headphone
- Ventilated Powder Mask
- Half Face Gas Mask
- Gas Mask Filter
- Leather jacket
- Snow Mask / Beanie

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ANNEX-16 Notification form for dangerous goods incident

Issue no - Date			
Company / Institution			
Sender Authority		CONTACT INFORMATION	
Receivable Authority			
PORT PLANT "DANGEROUS MATERIAL EVENT NOTIFICATION"			
1.	HISTORY AND TIME OF EMERGENCY:		
2.	PLACE WHERE THE BOILER IS IN THE FIELD (COASTAL PLANT AND / OR SHIP), POSITION AND IMPACT AREA:		
3.	EMERGENCY TYPE (eg FIRE, FUEL DOWN, PERSONNEL INJURY) AND BOILER DEVELOPMENT:		
4.	HOW TO GET THIS WHAT YOU WANT TO KNOW AND FOLLOW:		
5.	INVOLVED, DEAD, AND LOST NUMBER AND IDENTITY INFORMATION:		
6.	DIFFERENT INJURY / POLLUTION SIZE:		
7.	INFORMATION FOR THE SHIPPING SHIP (NAME, SHOULD, IMO NO, DINNER, OPERATOR, QUANTITY AND QUANTITY, CAPITAL NAME AND SIMILAR INFORMATION):		
8.	METEOROLOGICAL CONDITIONS:		
9.	HAZARDOUS SUBSTANCE INFORMATION; UN NUMBER: PSN: CLASS: POSITION RISK: NO SEA POLLUTION:		

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	DANGEROUS MATERIALS SIGN AND LABEL DETAILS,
10.	DANGEROUS GOODS MANUFACTURER COMPANY INFORMATION: SENDER INFORMATION: TRANSPORT INFORMATION: RECEIVER INFORMATION:
11.	CONTROL MEASUREMENTS FOR VEHICLES AND TAKING THE EMERGENCY DURING CONTROL:
12.	DAMAGE PLANT / EQUIPMENT DAMAGE:
13.	LOSS OF PRODUCT AND / OR WHETHER RETURNED PRODUCT AVAILABLE:
14.	THE EFFECT OF THE ROUTINE OPERATIONS IN THE BOILER PLANT:
15.	EQUIPMENT AND / OR PRODUCT QUALITY CONTROLS:
16.	ACTIVITIES TO BE PERMITTED OR TO BE REPLACED:
17.	SUBJECT TO EMERGENCIES AND EMERGENCY ACTIVITIES:
18.	PRESENT OR EXPECTED PRESENT RESPONSE:

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ANNEX-17 Notification form for control results of dangerous goods cargo transport units (CTUS)

Year/Term /	Number	Percentage
Packages controlled:			
Defective packages			
-total			
-filled in domestic			
-filled in abroad			
Defects:			
Documentation:			
-Dangerous Goods Declaration			
-Container/Vehicle Packaging Certificate			
Planning and marking			
Approval plate for Container Safety Agreement			
Serious structural defects			
Road tanker connecting plugins			
Portable tank or road tankers (inappropriate or defective)			
Labelling (for packages)			
Packaging (inappropriate or defective)			
Segregation of Load			
Stowing/connecting of package's inside			

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ANNEX-18 Ship Shore Safety Check List

INTERNATIONAL SAFETY GUIDE FOR OIL TANKERS AND TERMINALS©
ICS/OCIMF/IAPH 2006

The Ship/Shore Safety Check-List

Ship's Name (*Gemi adı*) :

Berth (*Liman*) :

Time/Date of Arrival (*Variş Zamanı*) :

DOLDURMA TALİMATI

Operasyonların emniyeti bütün sorulara olumlu olarak yanıt verilmesini gerektirir. (Uygun kutuların içine () işareti yaparak.)

Eğer olumlu yanıt verilmez ise sebep belirtilmelidir ve gemi ile terminal arasında alınacak uygun önlemler üzerinde mutabakata varılmalıdır.

Herhangi bir sorunun uygun olmadığı varsayıldığı yerde açıklamalar kısmına not düşülmelidir.

Gemi ile Terminal kolonlarındaki kutu işareti ilgili taraflarca yapılması gereken kontrolleri içerir:

A- Herhangi bir işlem veya mutabakat bu kontrol listesinin açıklamalar kısmına yazılmalıdır. Diğer durumlarda her iki tarafın imzası gereklidir.

P- Cevabın olumsuz olması durumunda, operasyon, liman yetkililerinden izin alınmaksızın yapılamaz.

R- İşaretili maddeler belirli aralıklarla kontrol edilmelidir.

INSTRUCTIONS FOR COMPLETION

The safety of operations requires that all questions should be answered affirmatively by clearly ticking () the appropriate box.

If an affirmative answer is not possible, the reason should be given and agreement reached upon appropriate precautions to be taken.

Between the vessel and the Terminal. Where any question is considered to be not applicable, then a note to that effect should be inserted in the remarks column.

The presence of the letters A, P or R in the column 'Code' indicates the following:

A- any procedures and agreements should be in writing in the remarks column of this Check List or other mutually acceptable form. In either case, the signature of both parties should be required.

P- in case of a negative answer the operation should not be carried out without the permission of the Port Authority.

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

Part 1A. Tanker: checks pre-arrival

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	Check	Ship	Terminal	Code	Remarks
1	Pre-arrival information is exchanged				
2	International shore fire connection is available				
3	Transfer hoses are of suitable construction				
4	Terminal information booklet reviewed				
5	Pre-berthing information is exchanged				
6	Pressure/vacuum valves and/or high velocity vents are operational				
7	Fixed and portable oxygen analyzers are operational				

Part 2. Terminal: checks pre-arrival

	Check	Ship	Terminal	Code	Remarks
8	Pre-arrival information is exchanged				
9	Transfer equipment is of suitable construction				
10	Terminal information booklet transmitted to tanker				
11	Pre-berthing information is exchanged				

Part 3. Tanker: checks after mooring

	Check	Ship	Terminal	Code	Remarks
12	Mooring arrangement is effective				
13	Access to and from the tanker is safe				
14	Scuppers and savealls are plugged				

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Part 3. Tanker: checks after mooring (cont.)

	Check	Ship	Terminal	Code	Remarks
15	Cargo system sea connections and overboard discharges are secured				
16	Very high frequency and ultra-high frequency transceivers are set to low power mode				
17	External openings in superstructures are controlled				
18	Pumproom ventilation is effective				
19	Medium frequency/high frequency radio antennae are isolated				
20	Accommodation spaces are at positive pressure				
21	Fire control plans are readily available				

Part 4. Terminal: checks after mooring

	Check	Ship	Terminal	Code	Remarks
22	Tanker is moored according to the terminal mooring plan				
23	Access to and from the terminal is safe				
24	Spill containment and sumps are secure				

Part 5A. Tanker and terminal: pre-transfer conference

	Check	Ship	Terminal	Code	Remarks
25	Tanker is ready to move at agreed notice period				
26	Effective tanker and terminal communications are established				
27	Transfer equipment is in safe condition (isolated, drained and de-pressurized)				
28	Operation supervision and watchkeeping is adequate				

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Part 5A. Tanker and terminal: pre-transfer conference (cont.)

	Check	Ship	Terminal	Code	Remarks
29	There are sufficient personnel to deal with an emergency				
30	Smoking restrictions and designated smoking areas are established				
31	Naked light restrictions are established				
32	Control of electrical and electronic devices is agreed				
33	Means of emergency escape from both tanker and terminal are established				
34	Firefighting equipment is ready for use				
35	Oil spill clean-up material is available				
36	Sampling and gauging protocols are agreed				
37	Procedures for cargo, bunkers and ballast handling operations are agreed				
38	Cargo transfer management controls are agreed				
39	Cargo and bunker slop handling requirements agreed				
40	Routine for regular checks on cargo transferred are agreed				
41	Emergency signals and shutdown procedures are agreed				
42	Safety data sheets are available				
43	Hazardous properties of the products to be transferred are discussed				
44	Electrical insulation of the tanker/terminal interface is effective				
45	Tank venting system and closed operation procedures are agreed				
46	Measures to avoid back-filling are agreed				

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Part 5A. Tanker and terminal: pre-transfer conference (cont.)

	Check	Ship	Terminal	Code	Remarks
47	Status of unused cargo and bunker connections is satisfactory				
48	Portable very high frequency and ultra high frequency radios are intrinsically safe				

Part 5C. Tanker and terminal: liquefied gas. Checks pre-transfer

	Check	Ship	Terminal	Code	Remarks
49	Inhibition certificate received (if required) from manufacturer				
50	Water spray system is operational				
51	Appropriate personal protective equipment is identified and available				
52	Remote control valves are operational				
53	Cargo pumps and compressors are operational				
54	Maximum working pressures are agreed between tanker and terminal				
55	Reliquefaction or boil-off control equipment is operational				
56	Gas detection equipment is appropriately set for the cargo				
57	Cargo system gauge operation and alarm set points are confirmed				
58	Emergency shutdown systems are tested and operational				
59	Cargo handling rate and relationship with valve closure times and automatic shutdown systems is agreed				
60	Maximum/minimum temperatures/pressures of the cargo to be transferred are agreed				
61	Cargo tank relief valve settings are confirmed				

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Part 6. Tanker and terminal: agreements pre-transfer

	Agreement	Details	Tanker Initials	Terminal Initials
62	Tanker maneuvering readiness	Notice period (maximum) for full readiness to maneuver: Period of disablement (if permitted):		
63	Security protocols	Security level: Local requirements:		
64	Effective tanker/terminal communications	Primary system: Backup system:		
65	Operational supervision and watchkeeping	Tanker: Terminal:		
66	Dedicated smoking areas and naked lights restrictions	Tanker: Terminal:		
67	Maximum wind, current and sea/swell criteria or other environmental factors	Stop cargo transfer : 18-20 Knots Disconnect : 25 Knots Unberth : >27 knots		
68	Limits for cargo, bunkers and ballast handling	Maximum transfer rates: Topping-off rates: Maximum manifold pressure: Cargo temperature: Other limitations:		
69	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:		
70	Cargo transfer management procedures	Action notice periods: Transfer stop protocols:		
71	Routine for regular checks on cargo transferred are agreed	Routine transferred quantity checks:		
72	Emergency signals	Tanker: Terminal:		
73	Closed operations	Requirements:		
74	For gas tanker only: cargo tank relief valve settings	Tank 1: Tank 2: Tank 3: Tank 4:		
75	Exceptions and additions	Special issues that both parties should be aware of:		

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Part 7A. General tanker: checks pre-transfer

	Agreement	Remarks
76	Portable drip trays are correctly positioned and empty	
77	Cargo tank high level alarms are operational	
78	All cargo, ballast and bunker tanks openings are secured	

Repetitive Checks

Part 8. Tanker: repetitive checks during and after transfer

	Check	Remarks
1	Mooring arrangement is effective	
2	Access to and from the tanker is safe	
3	Scuppers and savealls are plugged	
4	External openings in superstructures are controlled	
5	Pumproom ventilation is effective	
6	Tanker is ready to move at agreed notice period	
7	Fendering is effective	
8	Communications are effective	
9	Supervision and watchkeeping is adequate	
10	Sufficient personnel are available to deal with an emergency	
11	Smoking restrictions and designated smoking areas are complied with	
12	Naked light restrictions are complied with	

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Part 8. Tanker: repetitive checks during and after transfer (cont.)

	Check	Remarks
13	Control of electrical devices and equipment in hazardous zones is complied with	
14	Emergency response preparedness is satisfactory	
15	Electrical insulation of the tanker/terminal interface is effective	
16	Cargo tank high level alarms are operational	
17	Initials:	

Part 9. Terminal: repetitive checks during and after transfer

	Check	Remarks
18	Mooring arrangement is effective	
19	Access to and from the terminal is safe	
20	Fendering is effective	
21	Spill containment and sumps are secure	
22	Communications are effective	
23	Supervision and watchkeeping is adequate	
24	Sufficient personnel are available to deal with an emergency	
25	Smoking restrictions and designated smoking areas are complied with	
26	Naked light restrictions are complied with	
27	Control of electrical devices and equipment in hazardous zones is complied with	
28	Emergency response preparedness is satisfactory	

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Part 9. Terminal: repetitive checks during and after transfer

	Check	Remarks
29	Electrical insulation of the tanker/terminal interface is effective	
30	Tank venting system and closed operation procedures are as agreed	

Tank No 1	<input type="text"/>	Tank No 5	<input type="text"/>	Tank No 8	<input type="text"/>
Tank No 2	<input type="text"/>	Tank No 6	<input type="text"/>	Tank No 9	<input type="text"/>
Tank No 3	<input type="text"/>	Tank No 7	<input type="text"/>	Tank No 10	<input type="text"/>
Tank No 4	<input type="text"/>				

Declaration:

We the undersigned have checked the items in the applicable parts 1 to 7 as marked and signed below:

Part 1A. Tanker: checks pre-arrival
Part 3. Tanker: checks after mooring
Part 4. Terminal: checks after mooring
Part 5A. Tanker and terminal: pre-transfer conference
Part 5C. Tanker and terminal: liquefied gas. Checks pre-transfer
Part 6. Tanker and terminal: agreements pre-transfer
Part 7A. General tanker: checks pre-transfer

In accordance with the guidance in chapter 25 of ISGOTT, we have satisfied ourselves that the entries we have made are correct to the best of our knowledge and that the tanker and terminal are agreement to undertake the transfer operations.

We have also agreed to carry out the repetitive checks noted in parts 9 and 10 of the ISGOTT SSSCL, which should occur at intervals of not more than hours for the tanker and not more than hours for the terminal.

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

FOR SHIP	FOR SHORE
NAME	NAME
RANK	RANK
SIGNATURE	SIGNATURE
DATE	DATE