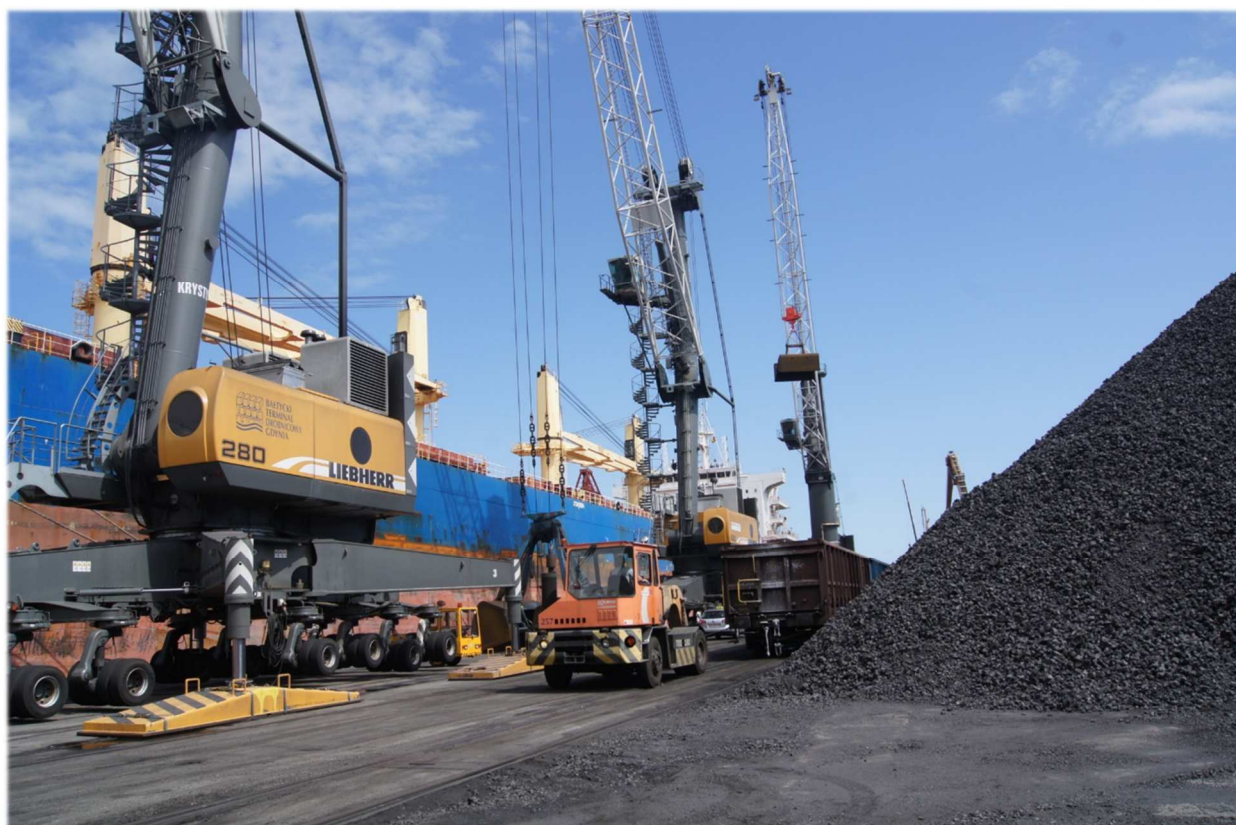


OT PORT GDYNIA TERMINAL LEAFLET



2025

This Terminal Information Book has been prepared according to the Code of Practice for the Safe Loading and Unloading of Bulk Carriers, Appendix 1 art. 1.2

1. Information about contact persons on the terminal.

During whole loading or unloading operation, terminal representative (foreman, stevedore, supervisor and other workers) will be present continuously on board.

Representatives of the OTPG terminal have direct contact with the foreman, who is responsible for loading/unloading the vessel. All information, comments and observations should be forwarded to the foreman via the representatives of the OTPG terminal.

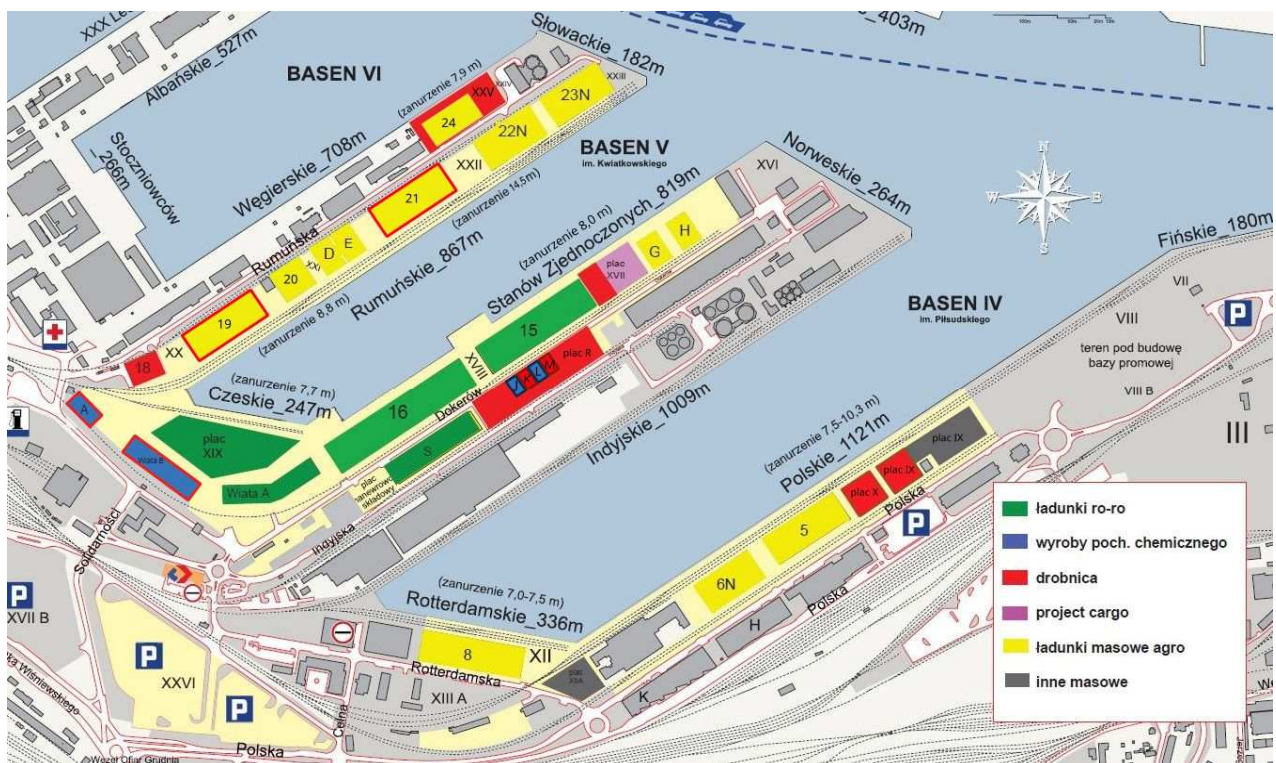
In case you need direct contact with the foreman please call one of the following phone numbers or ask for contact via employees on the ship's side:

- Basin IV (Polskie Quay and Rotterdamskie Quay) - **(+48) 58 627 42 78; (+48) 601 610 516**
- Basin V (Rumuńskie, Czeskie and Stanów Zjednoczonych Quays) - **(+48) 693 021 837**
- Chief Terminal Dispatcher OT Port Gdynia - **(+48) 697 984 835**

The most important contact details you can find on the OTPG's website at:

<https://otpg.pl/en/contact/>

2. Technical data of quays, loading and unloading equipment.



phot. Localization of handling quays on OT Port Gdynia terminal.

OT Gdynia Port is situated in the area of basin IV and basin V, with direct access to the quays with max. permissible draft of 14.50 m (on Rumuńskie Quay from bollard 1-20).

Bulk and agro cargoes are handled at the following quays:

1. Basin IV

➤ **Polskie Quay**

The terminal operates on part of the quay, from bollard 22 to bollard 58, with a total length of 720 m. The height of the quay above the average water level is 2.50 m. The draft is: 7.50 m – 9,60 m. for water level '500'

The quay is equipped with one FUD rail cranes with a lifting capacity of 8/16 tons and a boom range of up to 25 meters, counting from the axis of rotation of the crane and a maximum lifting height of 25 meters, counting from the head of the rail to the hook.



phot. FUD rail cranes on Polskie Quay.

In addition, Liebherr LHM 420 mobile port cranes operate on the quay with a maximum lifting capacity of 80 tones, an arm reach of 48 meters and a maximum lifting height of up to 45 meters from the quay surface to the hook and Liebherr LHM 280 mobile port cranes operate on the quay

with a maximum lifting capacity of 80 tones, an arm reach of 38 meters and a maximum lifting height of up to 35 meters from the quay surface to the hook.

On the section indicated it is possible to use Liebherr mobile cranes of the types; LH 80 , LH 110 with a maximum lifting capacity of up to 24 tons and LH 150 with a maximum lifting capacity of up to 40 tons, cranes with the possibility of working on both the grab and the hook.

All of the above handling equipment can operate along the quay length from bollard 22 to bollard 58.

Maximum loading/unloading rates are negotiated individually for each vessel.



phot. Liebherr LHM 420 mobile port crane on Polskie Quay.

> **Rotterdamskie Quay**

The quay of length of 336 m. The height of the quay above the average water level is 2.50 m. The draft is 7.00 m - 7.50 m.

Lack of handling equipment assigned to this quay. The possibility of using Liebherr mobile cranes LH 60 and LH 80, LH 110 with a maximum load capacity of up to 24 tons and LH 150 with a maximum lifting capacity of 40 tones cranes with the possibility of working on both the grab and the hook.

Maximum loading/unloading rates are negotiated individually for each vessel.

2. Basin V

> Rumuńskie Quay

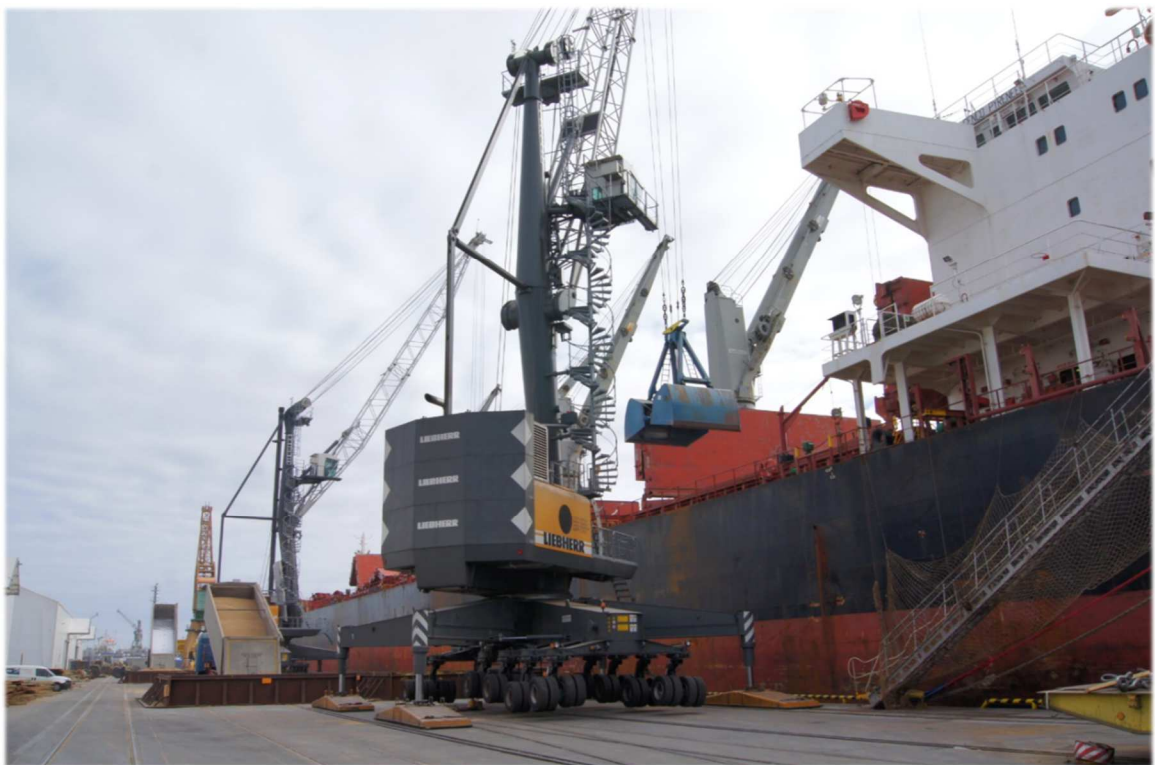
The quay of length of 867 m. The height of the quay above the average water level is 2.50 m. The draft is 8.00 m – 14.50 m.

The quay is divided in two part:

- from bollard 1 to bollard 20 with total length of 338 m and draft 14.50 m

In addition, Liebherr LHM 420 mobile port cranes operate on the quay with a maximum lifting capacity of 80 tones, an arm reach of 48 meters and a maximum lifting height of up to 45 meters from the quay surface to the hook and Liebherr LHM 280 mobile port cranes operate on the quay with a maximum lifting capacity of 80 tones, an arm reach of 38 meters and a maximum lifting height of up to 35 meters from the quay surface to the hook.

On the section indicated it is possible to use Liebherr mobile cranes of the types; LH 80 , LH 110 with a maximum lifting capacity of up to 24 tons and LH 150 with a maximum lifting capacity of up to 40 tons, cranes with the possibility of working on both the grab and the hook.



phot. Liebherr LHM 280 mobile port cranes on Rumuńskie Quay.



Furthermore, the quay is equipped with three FUD rail crane with a lifting capacity of 8/16 tons and a boom range of up to 25 meters, counting from the axis of rotation of the crane and a maximum lifting height of 18 meters, counting from the head of the rail to the hook.

On the section indicated it is possible to use Liebherr mobile cranes of the types; LH 80 , LH 110 with a maximum lifting capacity of up to 24 tons and LH 150 with a maximum lifting capacity of up to 40 tons, cranes with the possibility of working on both the grab and the hook

Within the Rumuńskie Quay at the height of bollard 35 to bollard 46, there is also a ro-ro stand with priority for ro-ro service.

Maximum loading/unloading rates are negotiated individually for each vessel.

➤ **Czeskie Quay**

The quay of length of 247 m. The height of the quay above the average water level is 2.50 m. The draft is 7.70 m.

Lack of handling equipment assigned to this quay. The possibility of using Liebherr mobile cranes LH 80, with a maximum load capacity of up to 15 tons and LH 150 with a maximum lifting capacity of up to 40 tons, cranes with the possibility of working on both the grab and the hook.

Maximum loading/unloading rates are negotiated individually for each vessel.



phot. Liebherr mobile cranes LH 80 on Czeskie Quay.

➤ Stanów Zjednoczonych Quay

The quay of length of 819 m. The height of the quay above the average water level is 2.50 m. The draft is 8.00 m.

The quay is divided in two part:

- from bollard 8 to bollard 28 with total length of 380 m and draft 8.00 m

This part of the quay is equipped with a gantry crane with a lifting capacity of 40/45 tons and a boom range of up to 25.0 meters, counting from the center of the water-drained rail and 15.0 meters from the center of the shore rail to the yard, and with a maximum lifting height of 25 meters from the head hook rails.

On the section indicated it is possible to use Liebherr mobile cranes of the types; LH 80 , LH 110 with a maximum lifting capacity of up to 24 tons and LH 150 with a maximum lifting capacity of up to 40 tons, cranes with the possibility of working on both the grab and the hook

- from bollard 29 to bollard 41 with total length of 205 m and draft 8.00 m and ro-ro stand - B ramp with the possibility of placing vessels up to 300m in length with a draught of 8m

Maximum loading/unloading rates are negotiated individually for each vessel.



phot. Gantry crane on Stanów Zjednoczonych Quay.

3. Water depth at the quays and in the access channel.

The port has a water safety margin under the keel of 0.50 m. This is the difference between the minimum depth of the basin and the vessel's draft at the quay.

Current minimum water depths in the approach channel:

- between the "GD" buoy and the main entrance to the port – 14.50 m
- between main port entrance and "pilot passage" – 14.50 m
- between the "pilot crossing", at vessel's manoeuvring basin No. 2 to the entrance to Basin IV – 14.50 m
- between the "pilot crossing", at vessel's manoeuvring basin No. 2, to the entrance to Basin V - 14.50 m

Because of various depth of the water alongside both of basins it was divided into several positions.

In each of the following cases, 0.50 m should be added to the calculation of the lowest water depth.

Below are tables with the draft of vessels at an average water level of 500 at individual quays.

Basin IV – Polskie Quay

The maximum permissible draft of the vessel (at average water level) at the **Polskie Quay** is specified in the table below

| POLSKIE QUAY | | | length 1.115 m | | | direction 237 ⁰ /057 ⁰ | Remarks |
|--------------|--------|---------------|----------------|----------------------|-------|--|--|
| Position | Length | Bollards | Draft at berth | Drafts with pontoons | | | |
| | | | | 5 m | 10 m | 20 m | |
| IV | 385 | 22 ÷ 43 | 9,60 | 10,50 | 11,40 | | Sondaż Nr 119/2016 z dnia 13.05.2016r. Sondaż Nr 119/2016 z dnia 13.05.2016r. Sondaż Nr 63/2017 z dnia 07.06.2017r. Sondaż Nr 141/2017 z dnia 17.08.2017r. + atest nurkowy Sondaż Nr 9/2018 z dnia 17.01.2018r. Sondaż Nr 27/2018 z dnia 19.03.2018r. Sondaż Nr 93/2019 z dnia 29.05. 2019r. Sondaż Nr 168/2019 z dnia 04.09.2019r. |
| V | 165 | 43 ÷ 52 | 9,70 | 10,50 | 11,50 | | |
| VI | 74 | 52 ÷ 56 | 9,40 | 10,00 | | | |
| VII | 40 | 56 ÷ 58 | 9,20 | 9,60 | | | |
| VIII | 50 | 58 - narożnik | 7,50 | 7,90 | | | |
| | | | | | | | |

Remark:

Positions IV and V should be approached at a distance of > 50 m from the Polskie Quay, due to the shallowing at positions I and II in the 50 m lane.

Basin IV – Rotterdamskie Quay

The maximum permissible draft of the vessel (at average water level) at the **Rotterdamskie Quay** is specified in the table below

| ROTTERDAMSKE QUAY | | | length 336 m | | | direction 280 ⁰ /100 ⁰ | Remarks |
|-------------------|--------|-------------------|----------------|----------------------|------|--|--|
| Position | Length | Bollards | Draft at berth | Drafts with pontoons | | | |
| | | | | 5 m | 10 m | 20 m | |
| I | 125 | Nar.(Polskie) ÷ 7 | 7,1 | 7,6 | | | Sondaż Nr 21/2015 z dnia 26.01.2015 r. Sondaż Nr 129/2015 z dnia 17.06.2015r. Sondaż Nr 63/2017 z dnia 07.06.2017r. Sondaż Nr 10/2018 z dnia 17.01.2018r. Sondaż Nr 93/2019 z dnia 29.05.2019r Sondaż Nr 140/2019 z dnia 27.07.2019 + atest nurkowy |
| II | 145 | 7 ÷ 3 | 7,3 | 7,5 | 8,1 | | |

Basin V – Stanów Zjednoczonych Quay

The maximum permissible draft of the vessel (at average water level) at the **Stanów Zjednoczonych Quay** is specified in the table below

| STANÓW ZJEDNOCZONYCH QUAY | | | | length 819 m | | | direction 237 ⁰ /057 ⁰ |
|---------------------------|--------|----------|----------------|----------------------|------|------|---|
| Position | Length | Bollards | Draft at berth | Drafts with pontoons | | | Remarks |
| | | | | 5 m | 10 m | 20 m | |
| I | 225 | 1 ÷ 13 | 8,0 | | | | Sondaż Nr 50/2008 z dn. 09.07.2008 r. Sondaż Nr 28/2007 z dn. 30.05.2007 r. Sondaż Nr 50/2009 z dn. 29.07.2009 r. Sondaż Nr 145/2014 z dnia 29.09.2014r. Sondaż Nr 169/2014 z dnia 26.11.2014r. Sondaż Nr 7/2016 z dnia 06.02.2016r. |
| II | 290 | 13 ÷ 28 | 8,0 | | | | |
| Ro-Ro „B” | 67 | ÷ | | | | | |
| IV | 214 | 29 ÷ 41 | 8,0 | | | | |

Basin V – Czeskie Quay

The maximum permissible draft of the vessel (at average water level) at the **Czeskie Quay** is specified in the table below

| CZESKIE QUAY | | | | length 247 m | | | direction 281 ⁰ /101 ⁰ |
|--------------|--------|---------------|----------------|----------------------|------|------|--|
| Position | Length | Bollards | Draft at berth | Drafts with pontoons | | | Remarks |
| | | | | 5 m | 10 m | 20 m | |
| I | 180 | 1 ÷ 11 | 7,5 | | | | Sondaż nr 50/2009 z dn. 29.07.2009 r. Sondaż Nr 7/2016 z dn. 06.02.2016r. Sondaż Nr 62/2018 z dnia 14.04.2018r. Sondaż Nr 68/2019 z dnia 06.05.2019r. |
| RO-RO | 30 | Rumuńskie ÷ 1 | 8,0 | | | | |

Basin V – Rumuńskie Quay

The maximum permissible draft of the vessel (at average water level) at the **Rumuńskie Quay** is specified in the table below

| RUMUŃSKIE QUAY | | | | | | | length 867 m | direction 237 ⁰ /057 ⁰ |
|----------------|--------|-------------------------------------|----------------|----------------------|------|------|--|--|
| Position | Length | Bollards | Draft at berth | Drafts with pontoons | | | Remarks | |
| | | | | 5 m | 10 m | 20 m | | |
| I | 338 | 1 ÷ 20 | 13,0 | 13,0 | 13,0 | 13,0 | Sondaż nr 50/2008 z dn. 09.07.2008 r. Sondaż nr 50/2009 z dn. 29.07.2009 r. Sondaż nr 03/2011 z dn. 13.01.2011 r. Sondaż nr 137/2014 z dnia 19.09.2014r. Sondaż nr 242/2015 z dnia 10.12.2015r. Sondaż nr 215/2015 z dnia 19.10.2015r. Sondaż nr 2/2016 z dnia 23.01.2016r. Sondaż nr 164/2016 z dnia 05.07.2016r. Sondaż nr 4/2017 z dnia 14.02.2017r. Sondaż Nr 62/2018 z dnia 14.04.2018r. | |
| II | 57 | 20 ÷ 23 | 8,8 | 9,2 | 10,0 | 11,0 | | |
| II a | 58 | 23 ÷ 26 | 8,7 | 9,2 | 9,7 | | | |
| III | 77 | 26 ÷ 30 | 8,8 | 8,8 | 9,3 | | | |
| IV a | 40 | 30 ÷ 32 | 8,8 | 8,8 | 9,6 | | | |
| IV b | 280 | 32 ÷ 10 m od rampy 'A' nab. Czeskie | 8,7 | | | | | |

Information about the current maximum draft at individual quays can be found on the website of the Maritime Office in accordance with the current Draft Atlas:

https://www.umgdy.gov.pl/?page_id=1998

4. Water density at the quay.

The water density in the Gulf of Gdansk is variable. Average water density ranges from 1.0040 to 1.0050 (Baltic Pilot. 8th Edition. 2001).

5. Minimum and maximum size of vessels for which terminal equipment has been designed to receive, together with the required minimum distance between obstacles on board the vessel.

The terminal can accept vessels with a maximum length of LOA = 300 m. A limitation is the acceptable draft of the vessel at a given location.

6. Mooring equipment and mooring rope operation.

It is the duty of the Master to ensure that the vessel is safely moored, according to local conditions, the arrangement of the quay and the weather conditions.

Throughout the loading or unloading, the vessel shall be safely moored and all lines are tended in this manner that vessel is not moving in any direction unless such an arrangement has been made with the terminal.

Permissible loading of the bollards due to the load capacity of the quayside structure*:

- on Polskie Quay from bollard 22 to bollard 58 is 90 tons,
- on Rumuńskie Quay from bollard 1 to bollard 20 is 90 tons.

* data in accordance with the situation plan of bollards on the Polskie Quay and the Rumuńskie Quay, prepared by Port of Gdynia Authority S.A.

7. Loading/unloading rates and distances between the equipment.

Maximum loading and unloading rates are negotiated individually for each vessel and determine the quantity of cranes used.

8. Loading/unloading procedures and means of communication.

It is the responsibility of the Master of the vessel to provide (by the Ship's Agent) the stowage plan and the loading/unloading sequence prior to arrival of the vessel.

The loading/unloading procedures must be agreed upon each time before the loading operation starts. The terminal representative and the vessel's Master (or his authorised representative) should sign the agreed loading operation plan.

The safety check list must be completed and signed by both parties. The methods of communication should be agreed and specified in the safety checklist.

Any changes to the load plan or loading/unloading sequence should be agreed and signed by both parties.

During the loading or unloading of the vessel, a terminal representative shall be on board at all times.

The representative of the OTPG terminal has direct contact with the foreman supervising the handling. All information, remarks and observations should be submitted to the foreman via representatives of the OTPG terminal.

In case you need direct contact with the foreman please call one of the following phone numbers:

- Basin IV (Polskie Quay and Rotterdamskie Quay) - **(+48) 58 627 42 78; (+48) 601 610 516**
- Basin V (Rumuńskie, Czeskie and Stanów Zjednoczonych Quays) - **(+48) 693 021 837**

9. Determination of the weight by metric weight and draft of the vessel.

Determination of the weight of the cargo is usually carried out by means of the draft survey, i.e. measurement of the difference in displacement of the vessel. However, when unloading onto trucks, individual trucks can be measured on the truck scale. The Liebherr LHM 420 and LHM 280 mobile cranes, on the other hand, are equipped with electronic measurement of the weight of the load being carried.

10. Conditions for acceptance combined vessels.

There are no special restrictions to accept combined vessels by OTPG terminal.

11. Access to/from vessel, quays or piers.

A vessel's gangway or mobile gangway for communication should be used. When the vessel is moored to a distance pontoon, the gangway shall be positioned on the pontoon. Access from the pontoon(s) to berth shall be provided by a terminal using mobile gangways.

12. Terminal emergency procedures.

In case of fire on board, the vessel shall follow its own alarm procedures and notify the Port Master's Office and the Port Fire Service (telephones in Appendix no II). In addition, the vessel is required to transmit a sound signal consisting of two short and one long (.-) repeated with intervals of no more than one minute, transmitted by means of a siren, whistle or beech, or to continuously ring the vessel's bell. The signals should be transmitted until the arrival of the firefighting service.

13. Damage and redress procedures.

Any vessel's claims against the OTPG terminal concerning damage should be provided in writing to the foreman by the vessel's Agent, immediately upon identification, but no later than before the end of the working shift during which the damage occurred. All reasonable claims for damage shall be repaired on site, if possible. If repair is not possible on site, the OTPG Terminal Emergency Commissioner will prepare appropriate damage documentation for subsequent proceedings.

14. Vessel's gangway location.

The details are set out in point 11. There are no designated places at the quays to lecture the gangway.

15. Information on waste collection facilities on OTPG terminal area.

The collection of waste or garbage should be arrange by the vessel's Agent.

16. Appendices.

The attached appendices number I - V are an integral part of this leaflet.

APPENDIX 1

Annex No. 4 to Ordinance No. 9
of the Director of Maritime Office in Gdynia
on 29.04.2004

DUTIES OF THE MASTER PRIOR TO AND DURING LOADING OR UNLOADING OPERATIONS

Before and during loading and unloading, the master shall ensure that:

- 1) loading or unloading and pumping ballast water in or out, are conducted under the supervision of the officer on watch,
- 2) the disposition of cargo and ballast water is monitored throughout the loading or unloading in to ensure that the hull structure is not subjected to excessive loads,
- 3) the ship will remain in position without list or, if for operational reasons list is required, it will be as small as possible,
- 4) the ship is securely moored, taking into account local weather conditions and weather forecast,
- 5) on board is sufficient officers and crew to operate and adjust the mooring lines or to take appropriate action under normal or emergency situation, taking into account the need of the crew sufficient rest periods to avoid fatigue,
- 6) the terminal representative has been notified of the requirements trim the cargo in accordance with the procedures of the IMO Code of Safe Practice for Solid Bulk Cargoes,
- 7) the terminal representative has been notified about the requirements for the harmonized between deballasting or ballasting, and the rate of loading or unloading the ship and of any changes in the plan of ballast, and any other circumstances which may affect the loading or unloading,
- 8) the ballast water is pumped at a rate appropriate to the agreed loading plan and does not result in flooding of the quay or of adjacent craft, if it is not advisable to deballast of the vessel complete before the start of phase trim the cargo, master agrees with the terminal representative time and the period for which loading may be suspended,
- 9) the crew is familiar with the terminal representative agreement, regarding actions taken in the event of rain or other weather changes in the case where the nature of the cargo of such a change would pose a hazard,

10) in the period when the ship is moored to the quay, on board and close to the ship is not carried out any work with an open flame and cause secretion of large amounts of heat with the exception of those for which permission of the terminal representatives was given and comply with all requirements of the Director of a Maritime Office in Gdynia, in this regard,

11) is carried out strict supervision of loading or unloading, and the ship during final stages of loading or unloading a ship,

12) the terminal representative is warned immediately if, when loading or unloading process has caused or may cause damage or a hazardous situation,

13) the terminal representative is advised of the time of opening of the final trimming of the vessel, to allow to stop the conveyor system,

14) unloading on the port side closely matches with unloading on the starboard side in the same hold to avoid twisting the ship,

15) when ballasting one or more holds, account was taken of the possibility of volatilization of flammable vapors from the holds and precautions before any work with an open flame or secretion of large quantities of heat, as permitted alongside or above these holds.

APPENDIX II

Contact details (telephone numbers) in case of emergency:

| | | | |
|---|------------------|-----|------------------|
| 1. Ambulance | 999 | 112 | +48 58 620 00 01 |
| 2. State Fire Station | 998 | 112 | |
| 3. Port Fire Station | | | +48 58 627 46 10 |
| 4. Police | 997 | 112 | |
| 5. Harbour Master Office, duty officer | +48 58 621 07 05 | | +48 58 355 36 46 |
| | +48 58 627 49 30 | | UKF Ch. 12 |

ADDITIONAL INFORMATION AND CHOSEN LOCAL REGULATIONS

Port Regulations:

1. A ship on fire, apart from notification of harbor master's office and fire brigade, shall sound signal composed of two short and one long blast (.-) repeated at intervals not longer than one minute, sounded by siren, whistle or continuous bell. These signals should be sounded until the arrival of fire fighting service (§ 21).
2. Mooring lines shall be fitted with rat guards (§ 54).
3. The accommodation ladders, bridge and gangway for access to shore shall be properly constructed, have railings on both sides and protected with a net and shall be approved by a class organization (§ 69).
4. During ship's berth in the port, the ship shall be properly manned with qualified crew in order to ensure safe berthing. (§ 71.1).
5. During ship's berth in the port, any operation of the ship's propelling screws (main and auxiliary) shall be prohibited except during the mooring maneuvers (§ 72.1).
6. Repairs or any work on ships berthed in the port which may be the reason for fire can be carried out provided that:
 - a) the owner of the operator of any quay where the ship is berthed has granted permission defining the conditions for carrying out this work,
 - b) the report of fire safety during work may cause fire has been done,
 - c) harbor master has granted permission (§ 73.1).
7. Fumigation shall be permitted only in places indicated by harbor master's office. The ship performing fumigation shall hoist "VE" signal in accordance with the International Code of Signals (§ 74).
8. Within the port area it is prohibited: (...)
 - 4) to wash the superstructure and ship's decks;
 - 6) to enter the port by persons intoxicated by alcohol (§ 96);
 - 7) bathing and diving (§ 96) (...).
9. Without the permission of harbor master it is prohibited:
 - 4) to pump out the ballast;
 - 8) to fish;
 - 11) to lunch boats from ships;
 - 12) to sand blast, chip or paint the outer side of ship's hull without proper protection with regard to environment protection (...)(§ 98).

For full information about Port Regulation please contact your Agent.

CERTYFIKAT KOŃCOWY ZAŁADUNKU/WYŁADUNKU

(STATEMENT OF FACTS OF LOADING/UNLOADING)

Dowództwo statku **m/v**: nie wnosi uwag odnośnie ilości, jakości załadowanego/wyładowanego towaru oraz potwierdza brak uszkodzeń statku powstałych podczas załadunku/wyładunku. Zaświadcza również, że towar został załadowany/wyładowany w sposób prawidłowy, a sztauerka/trimerka została wykonana właściwie.

The Ship's management does not make remarks regarding the quantity and quality of the cargo loaded/unloaded and confirm the lack of the damages caused during loading/unloading and also confirm that the cargo were loaded/unloaded properly and the stevedoring/trimmer was made properly.

Rozpoczęcie załadunku/wyładunku dnia o godz.
Loading/unloading started on at

Koniec załadunku/wyładunku dnia o godz.
Loading/unloading finished on at

Na burtę statku załadowano/wyładowano łącznie: kgs
Loaded/unloaded on/from board total: kgs

Data i miejsce
Date and place

Podpis/*Signature*

OT Port Gdynia

Terminal OT Port Gdynia

Statek/Agent

Ship Master/Chief/Agent

Spedytor

Forwarding Agent

SHIP/SHORE SAFETY CHECKLIST

BLU CODE (CODE OF PRACTICE FOR THE SAFE LOADING OR UNLOADING OF DRY BULK CARGO CARRIERS)

Date:

Port: **Gdynia** Terminal/Quay: **OT PORT GDYNIA /**
Terminal/Nabrzeże

Available depth of water in berth:
Głębokość wody przy nabrzeżu

Vessel's name:
Nazwa statku

Arrival draught (read/calculated):
Zanurzenie na przyście (odczytane/kalkulowane)

Calculated departure draught:
Obliczone zanurzenie na wyjście

The master and terminal manager, or their representatives, should complete the check list jointly. Advice on points to be considered is given in the accompanying guidelines. The safety of operations requires that all questions should be answered affirmatively and the boxes ticked. If this is not possible, the reason should be given and agreement reached upon precautions to be taken between vessel and terminal. If a question is considered to be not applicable write "N/A", explaining why if appropriate.

Kapitan statku i zarządca terminalu lub ich przedstawiciele powinni wspólnie wypełnić listę kontrolną. Wskazówki do punktów tej listy zawarte są w załączonych wytycznych. Bezpieczeństwo prac wymaga, aby odpowiedzieć twierdząco na wszystkie pytania i wypełnić odpowiednie okienka. Jeżeli nie jest to możliwe, należy podać przyczynę, a statek i terminal powinny uzgodnić środki ostrożności jakie należy podjąć. Jeżeli pytanie nie ma zastosowania, w okienku należy wpisać „N/A” i wyjaśnić dlaczego nie ma zastosowania.

VESSEL

TERMINAL

1. Is the depth of water at the berth, adequate for the cargo operations to be completed?

Czy głębokość wody przy nabrzeżu jest wystarczająca dla bezpiecznego przeprowadzenia/zakończenia operacji?

2. Are mooring arrangements adequate for all local effects of tide, current, weather, traffic and craft alongside?

Czy urządzenia cumownicze są odpowiednie, biorąc pod uwagę lokalne pływy, prądy, pogodę, ruch statków i statki znajdujące się obok?

3. In emergency, is the ship able to leave the berth at any time?

Czy w sytuacji zagrożenia statek jest w stanie w każdej chwili opuścić nabrzeże?

4. Is their safe access between the ship and the wharf?

Czy jest zapewnione bezpieczne przejście pomiędzy statkiem a nabrzeżem?

Tended by ship/terminal (cross out as appropriate)

Pod opieką statku/terminalu (zakreśl właściwe)

5. Is the agreed ship terminal communications system operative?

Czy działa uzgodniony system łączności pomiędzy statkiem a terminalem?

Communication method (Sposób łączności)

Language (Język)

Radio channels, phone numbers (Kanały radiowe, numery telefonów)

.....

6. Are the liaison contact persons during operations positively identified?

Czy osoby kontaktowe odpowiedzialne w czasie operacji przładunkowych za ścisłą współpracę są odpowiednio zidentyfikowane?

Ship contact persons (Osoby kontaktowe na statku)

Shore contact person(s) (Osoby kontaktowe na lądzie)

Location (Miejsce pobytu)

7. Are adequate crew on board, and adequate staff in the terminal, for emergency?

Czy ilość załogi na statku i ilość pracowników w terminalu jest wystarczająca na wypadek zagrożenia?

8. Have any bunkering operations been advised and agreed?
Czy poinformowano o operacjach bunkrowania i czy zostały one uzgodnione?

9. Have any intended repairs to wharf or ship whilst alongside been advised and agreed?
Czy poinformowano o planowanych naprawach nabrzeża bądź statku w czasie przebywania statku przy nabrzeżu i czy zostało to uzgodnione?

10. Has a procedure for reporting and recording damage from cargo operations been agreed?
Czy uzgodniono procedurę zgłaszania i dokumentowania uszkodzeń powstałych w wyniku operacji ładunkowych?

11. Has the ship been provided with copies of port and terminal regulations, including safety and pollution requirements and demands of emergency services?
Czy na statek dostarczono kopie przepisów portowych i terminalu, łącznie z wymogami dotyczącymi bezpieczeństwa, i zanieczyszczenia środowiska oraz danymi odnośnie służb ratowniczych?

12. Has the shipper provided the master with the properties of the cargo in accordance with the requirements of chapter VI of SOLAS?
Czy załadowca dostarczył kapitanowi statku charakterystykę ładunku zgodnie z wymaganiami rozdziału VI Konwencji SOLAS?

13. Is the atmosphere safe in holds and enclosed spaces to which access may be required, have fumigated cargoes been identified, and has the need for monitoring of atmosphere been agreed by ship and terminal?
Czy atmosfera w ładowniach i zamkniętych pomieszczeniach, do których może być wymagany dostęp, jest bezpieczna oraz czy przekazano informację o ładunkach fumigowanych i czy uzgodniono pomiędzy statkiem a terminalem potrzebę kontrolowania atmosfery?

14. Have the cargo handling capacity and any limits of travel for each loader/unloader been passed to the ship/terminal?
Czy informacje o wydajności każdego urządzenia załadunkowego/wyładunkowego i ograniczeniach ich ruchu zostały przekazane na statek/do terminalu?

Loader (Urządzenie załadunkowe)

Loader (Urządzenie załadunkowe)

Loader (Urządzenie załadunkowe)

15. Has a cargo loading or unloading plan been calculated for all stages of loading /deballasting or unloading/ballasting?

Czy plan załadunku lub rozładunku zawiera obliczenia dla wszystkich etapów załadunku i odbalastowania lub wyładunku i zabalastowania?

Copy lodged with (Kopię przedstawiono)

- 16.** Have the holds to be worked been clearly identified in the loading or unloading plan, showing the sequence of work, and the grade and tonnage of cargo to be transferred each time the hold is worked?

Czy ładownie, w których będą prowadzone prace ładunkowe, zostały wyraźnie zidentyfikowane w planie załadunku lub rozładunku oraz czy określono kolejność prac, sortyment i wagę ładunku jaki ma być za każdym razem załadowany lub wyładowany z danej ładowni?

- 17.** Has the need for trimming of cargo in the holds been discussed, and have the method and extent been agreed?

Czy omówiono potrzebę trymowania towaru w ładowniach i czy uzgodniono jego sposób i zakres?

- 18.** Do both ship and terminal understand and accept that if the ballast programme becomes out of step with the cargo operation, it will be necessary to suspend cargo operation until the ballast operation has caught up?

Czy zarówno statek jak i terminal rozumieją i akceptują to, że jeśli operacje balastowe nie będą nadążały za operacjami ładunkowymi, to koniecznym będzie zatrzymanie operacji ładunkowych aż do czasu zakończenia operacji balastowych?

- 19.** Have the intended procedures for removing cargo residues lodged in the holds while unloading been explained to the ship and accepted?

Czy zamierzony sposób usuwania z ładowni resztek towaru pozostającego w trakcie wyładunku został statkowi wyjaśniony i czy został on zaakceptowany?

- 20.** Have the procedures to adjust the final trim of the loading ship been decided and agreed?

Czy podjęto decyzję i uzgodniono sposób osiągnięcia końcowego trymu statku przyjmującego ładunek?

Tonnage held by the terminal Conveyor system

Tonaż ładunku znajdującego się na systemie przenośników terminalu

- 21.** Has the terminal been advised of the time required for the ship to prepare for sea on completion of cargo work?

Czy poinformowano terminal o tym, ile czasu potrzebuje statek na przygotowanie się do wyjścia w morze po zakończeniu prac ładunkowych?

22. Are indication lights for constant list, if vessel equipped, working properly?

Czy światła stałego przechyłu, jeśli statek jest wyposażony, pracują prawidłowo?

Yes / No

23. Is the vessel equipped with cargo-stability calculation program (or substitute)?

Czy statek jest wyposażony w program statecznościowo-ładunkowy (lub podobne urządzenie)?

Yes / No

If Yes, is this program working properly and certified by Class?

Jeśli tak, to czy jest sprawne i posiada certyfikat towarzystwa klasyfikacyjnego?

Yes / No

24. Are main ship propelling system and auxiliary machinery working properly?

Czy napęd statku oraz urządzenia pomocnicze funkcjonują prawidłowo?

Yes / No

25. Have you finally agreed stowage plan and cargo operation sequences?

Czy uzgodniono finalnie plan ładunkowy oraz sekwencje za/wyładunku?

THE ABOVE HAS BEEN AGREED

Powyższe zostało uzgodnione:

Time (godzina)

Date (data)

Vessel's signature

Podpis przedstawiciela statku

OTPG Terminal's Signature

Podpis przedstawiciela OTPG

Position/Title

Stanowisko

Position/Title

Stanowisko

