

ExxonMobil (Esso) Refinery Antwerp

VOW - Shipping Agreement land-ship

General applicable safety arrangements.

The skipper shall ensure that all crew members are aware of these terminal regulations.

Regardless of the type of ship, the following terminal regulations apply.

- 1. Smoking ban** Smoking at and on the terminal and tanker is prohibited and no work activities are carried out with naked flame.
- 2. Registration** At the terminal installation with a precise description of the loading/unloading order or via UAB.
As soon as you have logged in you may not carry out any other tasks (loading/unloading/bunkering, etc.) and if the terminal calls you must be present on the dock within 1.5 hours.
- 3. Mooring** Additional to ADN 8.6.3. Question 3.
 - a) During the whole period at the loading or unloading dock, at least 4 lines, of which at least 2 are steel cables or the equivalent.
 - b) The winches are operated from a safe area.
 - c) No other ships are moored to the ship to be loaded on our dock (e.g. bunker/stores).
- 4. Loading arm:** Connecting and disconnecting of an arm/hose/vapour return takes place exclusively in consultation with, in the presence of and under the responsibility of the terminal operator.
 - b) Before connecting or disconnecting, both parties must confirm that the pipes in question are empty and the manifold shut-off valves are closed.
 - c) During the time that the ship is connected to the arm/hose/vapour return, the ship's propeller and/or bow thruster are not used.
 - d) During (approaching) thunderstorms, the connection is stopped temporarily or the ongoing loading or discharging is stopped jointly.
- 5. Supervision** During the entire loading/unloading operation, an expert crew member is continuously in charge of both nautical and operational control work activities to ensure safe loading or discharging from the ship.
- 6. Safety equipment** All persons on board must comply with the instructions drawn up by VOW and PZI. "**Minimum PPE Directive for persons on board tankers at terminals**" This also satisfies the guidelines stated in the ADN.
These PPE's are also applicable for visitors or relief staff when entering the terminal site.
- 7. Hatches** All hatches, windows and doors must remain closed at the loading/unloading dock for the entire mooring time.
- 8. Maintenance** Repairs or maintenance of any kind are not carried out at the terminal, except with permission from the terminal.
- 9. Cleaning**
 - a) Washing the deck in the loading zone alongside the quay is prohibited.
 - b) Cleaning/purging the ship's tanks alongside the quay is prohibited.
- 10. Incidents** The captain or the terminal reports irregularities that affect the other party (safe operation or environment) directly to one another.
- 11. Inspection rounds** Terminal personnel can visit the ship for a safety check or VOW audit.

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- 12. Entering cargo tanks** Cargo tanks, double bottoms and cofferdams are not entered at the loading/unloading dock, except with the permission of the terminal.
- 13. Grounding equipment** Grounding of drip trays, measuring and sampling equipment is always mandatory. The grounding clip must always be attached to a blank metal part.
- 14. Staffing of the ship** The ship is always professionally staffed at the dock.
- 15. Photographs/film** No photos & films may be taken of or at the terminal.
- 16. Terminal operations** The ship's crew will not perform any operations at the terminal, except for the necessary use of alarm buttons or emergency stop.
- 17. Drugs and Alcohol** The possession and use of drugs and alcohol is not permitted at or on our terminal.

Failure to comply with 1 or more of the above terminal regulations may result in penalties, including refusal of access to the terminal.

Use of escape route

In order to guarantee safe and usable escape routes, the terminal and skipper declare that:

1. where applicable, mobile gangways are positioned correctly.
2. the maximum horizontal transfer from the escape route ≤ 60 cm and a vertical step of the steps ≤ 30 cm.
3. the escape routes are kept free of obstacles and mooring wires in use.
4. the vapour return/hose/loading arm is situated as far as practically possible from the chosen escape routes

General emergency procedures.

Fire or disaster at/on a dock or company site

- Stop the loading/unloading process by stopping the pumps and closing the main valves. (Crew and terminal)
- Disconnect arm/hose/vapour return. (crew and terminal)
- Prepare the ship for immediate departure.
- Warn passengers of nearby ships
- Wait for the instructions of the responsible terminal representative

Accident, fire or incident on board the tanker

Quick and urgent action can be vital in the event of an accident.

- Warn the terminal representative via radio or telephone.
- If necessary call 112
- Act according to the emergency plan for the terminal and/or ship
- Begin first aid and/or prepare to receive emergency services.

(See the specific terminal regulations for alarm regulation and telephone number(s)).