

# ETI BAKIR A.S. SAMSUN ISLETMESI

## PORT FACILITY

### ***DANGEROUS GOODS HANDLING GUIDE***



**PREPARATION DATE: 01.08.2022**  
**(For Revisions, See Revision Page)**

**MURAT ERER**  
**Port Manager**

**REVISION RECORDS**

Serial No	Revision No	Content of the Revision	Revision Date	Revisionist's	
				Name and Surname	Signature
1	001	The Eti Bakir Port Facility logo on the cover was removed, the title was changed to Eti Bakir A.S. Samsun İşletmesi Port Facility. The cover photo was updated.	01.11.2024	Fatih MACİT	
2	001	Font changed. Table of contents and revision records edited.	01.11.2024	Fatih MACİT	
3	001	All dolphin references in the guide have been removed.	01.11.2024	Fatih MACİT	
4	001	In the '1.1 Facility General Information' section, the facility's e-mail address, the municipality it is affiliated with, the port authority address, and the validity date of the CFOP Certificate have been updated. The name and surname of the facility manager and contact information have been updated. 'RID' has been removed from DGSC.	01.11.2024	Fatih MACİT	
5	001	Articles 16 and 19 in '1.1 General Information of the Facility' have been updated. 'Copper Concentrate within the scope of the IMSBC Code' has been added to Article 17.	01.11.2024	Fatih MACİT	
6	001	In '1.1 General Information of the Facility', LPG in Article 20 has been changed to 'Gas Tanker'. 'Solid Bulk and Packaged Cargo' has been added to the Facility's Cargo Handling Capacity.	01.11.2024	Fatih MACİT	
7	001	In '1.1 General Information of the Facility', Articles 26, 27, 28 and 36 have been updated. In Article 37, the Pier Length has been corrected, and the 'Ammonia Loading Arm' has been added to the Pipelines.	01.11.2024	Fatih MACİT	
8	001	The number of the heading 'Classes of Dangerous Goods' in the section '4. Classifications, Transportation, Loading/Discharge, Handling,	01.11.2024	Fatih MACİT	



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## 1. INTRODUCTION

### Purpose of the Guide

The purpose of this guide is to ensure maritime transportation of hazardous substances in Eti Bakir Port Facility is economic, rapid, safe, high-quality with minimal negative impact on the environment.

### Scope of the Guide

This guide contains the duties, responsibilities, precautions to be taken and the rules to be followed by all parties (shipmaster, cargo representative and port facility operator) during the loading/unloading of hazardous substances at Eti Bakir Port Facility, loading of cargo at the port facility, unloading of cargo from ships and transport units, and declarations.

### Legal Framework

This guide has been prepared in accordance with Article 10 of the Regulation on the Transport of Hazardous Substances by Sea and the "Dangerous Cargo Handling Guide Practice Direction" of the Ministry of Transport, Maritime Affairs and Communication.

### 1.1 General Information About the Facility

1	<b>Name / Title of Facility Operator</b>	ETI BAKIR A.S.
2	<b>Facility Operator Contact Information (Address, Phone, Fax, Email and Web Page)</b>	Sanayi District, Selyeri Area, Tekkekoy, SAMSUN/TURKEY Phone: +90 (362) 256 09 90/Fax: +90 (362) 256 09 99 <a href="mailto:liman.samsun@etibakir.com.tr">liman.samsun@etibakir.com.tr</a> <a href="http://www.etibakir.com.tr">www.etibakir.com.tr</a>
3	<b>Facility Name</b>	ETI BAKIR PORT FACILITY
4	<b>City Where the Facility is Located</b>	SAMSUN
5	<b>Facility Contact Information (Address, Phone, Fax, Email, and Web Page)</b>	Sanayi District, Selyeri Area, Tekkekoy, SAMSUN/TURKEY Phone: +90 (362) 256 09 90/Fax: +90 (362) 256 09 99 <a href="mailto:liman.samsun@etibakir.com.tr">liman.samsun@etibakir.com.tr</a> <a href="http://www.etibakir.com.tr">www.etibakir.com.tr</a>
6	<b>Geographical Region Where the Facility is Located</b>	Black Sea Region
7	<b>Port Authority to which the Facility is affiliated and Contact Details</b>	Samsun Region Port Authority Hancerli District Sahil Road No:1 İlkadım/SAMSUN Phone: +90 (362) 435 90 13-15/Fax: +90 (362) 432 27 44
8	<b>Municipality to which the facility is affiliated and contact details</b>	Tekkekoy Municipality Phone: +90 (362) 256 03 24 E-Mail: <a href="mailto:info@tekkekoy.bel.tr">info@tekkekoy.bel.tr</a> Address: 19 Mayıs District, Atatürk Boulevard No: 342 Tekkekoy/SAMSUN
9	<b>Name of the Free Zone or Organized Industrial Zone where the Facility is Located</b>	Facility is not located in a free zone
10	<b>Validity Date of Port Facility Operation Permit/Temporary Operation Permit</b>	27.03.2025
11	<b>Facility's Operating Status (x)</b>	Third Party Load in Addition to Own Load

12	<b>Name and Surname of Facility Manager, Contact Details (telephone, fax, e-mail)</b>	Murat Erer – Port Manager Tel: +90 (362) 256 09 90/+90 (532) 387 2552 – Fax: +90 (362) 256 09 99 murat.erer@etibakir.com.tr <a href="http://www.etibakir.com.tr">www.etibakir.com.tr</a>
13	<b>Name and Surname of the Facility's Dangerous Goods Operation Officer, Contact Details (telephone, fax, e-mail)</b>	Fatih Macit- Environmental Engineer Dangerous Goods Safety Consultant (ADR-IMDG) Tel: +90 (362) 256 09 90/+90 (546) 250 6177 – Fax: +90 (362) 256 09 99 <a href="mailto:fatih.macit@etibakir.com.tr">fatih.macit@etibakir.com.tr</a> <a href="http://www.etibakir.com.tr">www.etibakir.com.tr</a>
14	<b>Name and Surname of the Facility's Dangerous Goods Safety Consultant, Contact Details (telephone, fax, e-mail)</b>	Fatih Macit- Environmental Engineer Dangerous Goods Safety Consultant (ADR-IMDG) Tel: +90 (362) 256 09 90/+90 (546) 250 6177 – Fax: +90 (362) 256 09 99 <a href="mailto:fatih.macit@etibakir.com.tr">fatih.macit@etibakir.com.tr</a> <a href="http://www.etibakir.com.tr">www.etibakir.com.tr</a>
15	<b>Marine Coordinates of the Facility</b>	41°15'12.90"N - 36°27'58.32"E 41°15'13.07"N - 36°28'0.24"E 41°14'44.65"N - 36°28'2.72"E 41°14'44.80"N - 36°28'4.41"E
16	<b>Types of Hazardous Materials Handled in the Facility (Loads within the scope of MARPOL ANNEX-1, IMDG Code, IBC Code, IGC Code, IMSBC Code, Grain Code, TDC Code and asphalt/bitumen and scrap loads)</b>	MARPOL Annex-1 IBC Code IGC Code IMSBC Code
17	<b>Hazardous cargo handled at the facility (Loads other than IMDG Code among the types of cargo in Article 16 will be listed separately. Additional cargo requests will be forwarded to the port authority with ANNEX-1 Form. When deemed appropriate, they will be added to DGHG.)</b>	Within the scope of MARPOL ANNEX-1, UN 1202 Diesel Fuel, UN 1203 Gasoline  Within the scope of IBC Code, UN 1830 Sulfuric Acid (containing more than 51% acid), UN 1805 Phosphoric acid solution  Within the scope of IGC Code, UN 1965 Hydrocarbon Gas Mixture, Liquefied, N.O.S., UN 1005 Ammonia, Anhydrous  Within the scope of IMSBC Code, Cooper Concentrate
18	<b>Classes for handled cargoes subject to the IMDG Code</b>	-
19	<b>Groups in the characteristic table for handled cargoes subject to the IMSBC Code</b>	Cooper Concentrate
20	<b>Types of Ships That Can Berth at the Facility</b>	General Cargo, Solid Bulk, Chemical Tanker, Oil Product Tanker, Gas Tanker
21	<b>Distance of the Facility to the Main Road (Kilometers)</b>	3 km
22	<b>Distance of the Facility to the Railway (Kilometers) or Railway Connection (Yes/No)</b>	The facility currently has no connection to the national railway. The nearest railway is 5 km away.
23	<b>Name of Nearest Airport and Distance to Facility (Kilometers)</b>	Samsun Airport 15 km



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Samsun İşletmesi

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24	<b>Facility Cargo Handling Capacity (Ton/Year; TEU/Year; Vehicle/Year)</b>	Solid Bulk Cargo: 4.000.000 ton/year Liquid Bulk Cargo:1.000.000 ton/year Packaged Cargo: 100.000 ton/year																				
25	<b>Whether Scrap Handling is Performed in the Facility</b>	No Scrap Handling																				
26	<b>Is There a Border Gate? (Yes / No)</b>	No																				
27	<b>Is There a Bonded Area? (Yes / No)</b>	No																				
28	<b>Cargo Handling Equipment and Capacities</b>	Facility Handling Equipment. 1 30-ton capacity crane (Sennebogen – 880 EQ), 1 124-ton capacity crane (Liebherr LPS 420 E), 1 1,5-ton capacity mini loader (Alpin). Conveyor System. 1 unit, 1050 meters conveyor system, 3 Bunkers, 1 Ship loader, Pipeline System. It is explained in detail at the end of the information note.																				
29	<b>Storage Tank Capacity (m3)</b>	None																				
30	<b>Open storage area (m2)</b>	None																				
31	<b>Semi-closed storage area (m2)</b>	None																				
32	<b>Closed storage area (m2)</b>	None																				
33	<b>Determined Fumigation and/or De-Fumigation Area (m2)</b>	There will be no fumigation at the facility.																				
34	<b>Name/Title and Contact Details of Pilotage and Tug Services Provider</b>	Tug Services: Medmarin A.S. Omer Avni District Inebolu Street No:21/1 Setustu/Kabatas – Beyoglu/ISTANBUL  Pilotage Services: Sanmar A.S. Aydintepe District Guzin Street No: 31 34947 Icmeler / Tuzla ISTANBUL																				
35	<b>Has a security plan been created? (Yes/No)</b>	Yes																				
36	<b>Waste Receiving Facility Capacity</b>	<table border="1"><thead><tr><th><u>Waste Type:</u></th><th><u>Capacity (m3):</u></th></tr></thead><tbody><tr><td>Waste Ballast Water</td><td>N/A</td></tr><tr><td>Slop</td><td>60</td></tr><tr><td>Sludge</td><td>25</td></tr><tr><td>Bilge Water</td><td>30</td></tr><tr><td>Waste Oil</td><td>15</td></tr><tr><td>Toxic Liquid Substance</td><td>4</td></tr><tr><td>Scrubber Washing Water</td><td>3</td></tr><tr><td>Sewage</td><td>30</td></tr><tr><td>Garbage</td><td>4</td></tr></tbody></table>	<u>Waste Type:</u>	<u>Capacity (m3):</u>	Waste Ballast Water	N/A	Slop	60	Sludge	25	Bilge Water	30	Waste Oil	15	Toxic Liquid Substance	4	Scrubber Washing Water	3	Sewage	30	Garbage	4
<u>Waste Type:</u>	<u>Capacity (m3):</u>																					
Waste Ballast Water	N/A																					
Slop	60																					
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Bilge Water	30																					
Waste Oil	15																					
Toxic Liquid Substance	4																					
Scrubber Washing Water	3																					
Sewage	30																					
Garbage	4																					
37	<b>Properties of areas such as dock / pier etc.</b>																					

Dock / Pier No	Length (Meters)	Width (Meters)	Maximum Water Depth (Meters)	Minimum Water Depth (Meters)	Tonnage and Length of the Largest Ship to Berth (DWT or GRT – Meters)
Pier No. 1	550	45	22	7	120.000 DWT



Name of the pipeline (if available at the facility)	Number (Pieces)	Length (Meters)	Diameter (Inches)
Diesel 1	1	1450	12
Diesel 2	1	1450	14
LPG	1	1450	10
Ammonia	1	1550	16
Phosphoric acid	1	1550	10
Sulfuric acid	1	1550	14
Ammonia Loading Arm	1	-	10

## 1.2 Loading/Unloading, handling and storage procedures for the hazardous substances that are being handled and stored temporarily in the port facility

a) In Eti Bakir Port Facility; Oil and petroleum products, liquefied gas (LGP-LNG), compressed natural gas (CNG), chemical and similar liquid dangerous cargoes, packaged cargoes and bulk solid cargoes are loaded/unloaded.

b) Scrap cargo, explosive materials, radioactive cargo, infectious cargo, and fumigated cargoes are not loaded / unloaded. With the permission of the Port Authority, oil and fuel can be supplied to ships, and waste collection (solid & liquid) can be made.

c) The loading/unloading procedures regarding the loads that are loaded/unloaded at the port facility are explained in detail under the relevant headings in this guide.

d) Hazardous substances that are being loaded/unloaded at the Eti Bakir Port Facility are given below.

UN NO	APPROPRIATE SHIPMENT NAME	CLASS	C. CODE	PK. GRP.	LABEL
1005	AMMONIA, ANHYDROUS	2.3	2TC		2.3
1805	PHOSPHORIC ACID, SOLUTION	8	C1	III	8
1830	SULPHURIC ACID (CONTAINING MORE THAN 51% ACID)	8	C1	II	8
1965	HYDROCARBON GAS MIXTURE, LIQUEFIED, N.O.S.	2	2F		2.1
1202	DIESEL FUEL	3	F1	III	3
1203	GASOLINE	3	F1	II	3

## LOADING/UNLOADING PROCEDURE OF HAZARDOUS LIQUID BULK CARGOS

### 1. PURPOSE:

The purpose of this procedure; It is to determine the principles of transferring dangerous goods from the ship berthed to the Eti Bakir Port Facility to the storage tanks in the factory area or from the storage tanks in the factory area to the ship in accordance with the safety rules, within the scope of IBC Code, IGC Code, IMDG Code, MARPOL ANNEX-I.

### 2. SCOPE:

This procedure; Eti Bakir Port Facility employees and ship personnel.

### 3. RESPONSIBILITIES:

This procedure is prepared by the Eti Bakir Port Facility and enters into force following the approval of the facility authority. In the implementation of the procedure, facility personnel,

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ship personnel and unit managers who will load/discharge dangerous goods at Eti Bakir Port Facility are responsible.

#### **4. APPLICATION:**

##### **A. Notices**

(1) All ships coming to Eti Bakir Port Facility must inform the Eti Bakir Port Facility authorities and Eti Bakir Port Facility Supply/Planning Department of the estimated arrival date and time of the ship through their agents.

(2) A coordination meeting will be held at the Eti Bakir Port Facility one day before the ship arrives on shore. Operation unit manager, site planning officer, HSE officer and DGSC will attend this meeting. In the meeting, possible hazards during the loading/discharge process of dangerous goods will be determined, possible risks will be revealed and the measures to be taken will be discussed.

(3) The ship pre-arrival inspection form must be sent to the ship and delivered to the Eti Bakir Port Facility at the latest 24 hours before the ship's arrival at the port. Any delay in the form at the Eti Bakir Port Facility may cause disruptions in the ship's berthing. The captain reports any malfunctions or planned repair and maintenance activities to the facility before docking. The captain reports any other situations on the ship or that may prevent the discharge of the cargo.

(4) Port operators are responsible for checking and inspecting the cargo, mooring and safety equipment in the port area before the ship arrives, and the findings are recorded in the 'Pre-berthing Pier Control Form'. In case of any deficiencies in the pre-arrival equipment controls of the Eti Bakir Port Facility, it will be shared with the ship before arrival through the agency.

(5) The following issues and related documents will be sent to Eti Bakir Port Facility by e-mail as pre-arrival information. (Eti Bakir Port Facility reserves the right to request more information from ships.)

- ✓ Ship Pre-Arrival Information Form
- ✓ Crew List
- ✓ Marine Health Statement
- ✓ Pandemic Screening Questionnaire (during pandemic periods)
- ✓ Daily body temperature measurement reports for all personnel on board (Pandemic periods)

##### **B. Berthing and Mooring**

(1) Safe berthing and mooring of the ship to Eti Bakir Port Facility will be ensured.

(2) Ship movements within the Port Area are controlled by the Samsun Regional Port Authority. Ships coming from outside the port to dock at the Eti Bakir Port Facility are brought to the dock in accordance with the Samsun Port Operation Instructions. Local ships over 1000 (inclusive) GRT and foreign flagged ships (>500 GRT) are subject to pilotage. Ships subject to pilotage approach the dock with the help of pilotage and mooring engines. Pilotage services for ships are mandatory from the approach buoys.

(3) If the speed limit is exceeded by the ship, a Letter of Protest will be given to the ship along with the arrival report. Following the ship's departure, fender checks will be made, and the expenses incurred in this context will be invoiced to the ship. If damage is found because of the checks, the ship owner will be notified.

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(4) Agencies of vessels subject to tugboat communicate their needs by contacting the pilot in advance and preparing their documents. It is the responsibility of the Ship Captain to assess the situation, fulfill appropriate safety requirements and request the required number of tugboats.

(5) Under adverse conditions, the berthing of the ship may be changed or cancelled at any stage upon the request of the Samsun Regional Port Authority, the ship captain, or the Eti Bakir Port Facility.

(6) In any case, the ship's captain is responsible for the safe mooring of the ship. However, to ensure the safe operation of cargo operations and to prevent damage to the equipment of Eti Bakir Port Facility, the port operator will inspect the vessels and ask the ship's master to arrange the mooring ropes if found insufficient.

(7) The ship must be securely moored to the quay with adequate ropes or wires in accordance with the OCIMF "Recommendations for Oil and Chemical Tanker Manifolds and Associated Equipment" Mooring Equipment recommendations. Different types of ropes cannot be used in the same direction. Depending on the ship size and weather conditions, the mooring plan must be followed.

(8) Mooring ropes and wires may only be used together if they are properly connected.

(9) The ship captain must ensure that the mooring ropes are taut while the ship is moored to the dock to prevent the ship from moving. If the specified condition is not met, Eti Bakir Port Facility will stop cargo operations until the issue is corrected. Any loss of time and costs arising from this situation are for the account of the ship/owner.

(10) Mooring ropes and wire ropes should be connected to suitable equipment, self-adjusting windlasses should not be operated in automatic mode, and their brakes should be tightly closed when not used to tension the ropes.

(11) Mooring wires and ropes should be wound onto the drums in the direction of holding the power.

(12) The decision to berth depends on the decision of the captain, considering the wind direction and speed, wave level, under-keel space, ship movements and ship freeboard. In addition, Eti Bakir Port Facility will evaluate the effect of wind conditions on berthing and pier operators. In case of excessive wind speed, pier operators will leave the port area and the ship must leave the facility in a timely manner in order not to endanger the safety of its own personnel/shore personnel.

### **C. Preparations Before Transfer**

(1) Following customs and security checks, documents, and control forms such as loading/unloading protocol, ship operations emergency protocol, safety letter, ship/coast safety checklist, security declaration will be duly prepared by mutual checking, and approved and signed by the Eti Bakir Port Facility representative and the ship captain.

(2) The Safety Checklist is based on the 'International Oil Tankers and Terminals Safety Guide (ISGOTT). According to ISGOTT, the matters that need to be shared as pre-arrival information will be shared before the ship arrives at the Eti Bakir Port Facility. After the ship docks, before the ballast and/or cargo transfer begins, the remaining parts of the Ship Shore Safety Checklist will be filled in under the joint supervision of the port facility representative and the ship's officer in charge (considering waste collection permits).

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(3) The charging/discharging process will not be started until the missing items in the control forms are corrected.

(4) During loading/unloading, ship personnel and Eti Bakir Port Facility personnel will use personal protective equipment (PPE) in accordance with the procedures throughout the operations. (PPE will consist of at least; protective clothing, helmet, safety shoes, gloves, goggles, life jacket.)

(5) Before cargo/ballast transfers, a written agreement on information exchange and transfer plan must be made between the ship's responsible officer and Eti Bakir Port Facility officer. The Eti Bakir Port Facility officer will give the ship's captain the International Ship/Shore Safety Checklist. All items on this list will be checked together by the Port Operator and the ship's officer. All safety items must be met by the tankers. The intervals of rechecks will be decided at the pre-transfer conference. The information exchange and plan should include the following as a minimum:

- ✓ Amount and type of cargo/ballast to be transferred
- ✓ The location of the cargo on the ship
- ✓ Maximum acceptable pressure and Flow Rate
- ✓ Ship Manifold; Maximum pressure in the manifold of Eti Bakir Port Facility
- ✓ Initial, maximum, deceleration transfer rates
- ✓ Agreed transfer order
- ✓ Communication signals to prepare for transfer, start transfer, slow down transfer speed, readiness to stop transfer, stop transfer, emergency stop transfer
- ✓ Eti Bakir Port Facility rules and procedures
- ✓ Notification for slowing down and stopping
- ✓ Emergency stops
- ✓ Ventilation System
- ✓ Shift changes on board and at Eti Bakir Port Facility

(6) Documents to be given to the ship by mutual signing with the operator of Eti Bakir Port Facility and the ship's captain after the ship has berthed.

- ✓ Ship / Coast Guard Checklist
- ✓ Security Letter to Captain
- ✓ Instruction to be applied in the fire
- ✓ Tanker loading/unloading information
- ✓ Loading information and product specification (only for ships to load)
- ✓ Conference memorandum before cargo transfer
- ✓ Clean ballast discharge form
- ✓ Ship mooring ropes checklist
- ✓ Ship / shore loading arm mooring plan
- ✓ Security Declaration (for 2nd and 3rd Security Level)
- ✓ SPS Contact List

(7) During pandemic periods, additional PPE usage such as Tyvek overalls, masks and disposable gloves will be requested. If the representatives of Eti Bakir Port Facility observe that the ship personnel do not use additional PPE and that measures are not taken for the pandemic on the ship, they will not board the ship for protocols and pre-load operations. During these periods, a confirmation e-mail regarding the measures taken from the ship will be requested.

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(8) Especially during pandemic periods, when interaction with the crowd creates a compromise regarding health protection, port operators will maintain social distancing with ship personnel and avoid boarding the ship as much as possible. The representative of Eti Bakir Port Facility will not enter the living quarters and will perform duties such as rechecking the inspections and the Ship/Shore Safety Checklist (SSSCL) on the open deck. During these periods, an e-mail statement will be requested from the ship's master confirming that the SSSCL rechecks are being carried out in detail by the ship.

(9) Shortly before the ship starts dangerous cargo operations, it will hang the "B" flag specified in the International Code during the day and turn on a visible red light from all directions at night.

#### **D. Making the Transfer**

(1) The ship must ensure that it provides a safe passage. The angle of the boarding ladder will not affect boarding and disembarking and will not be too steep. It will be placed away from objects that will prevent the use of the boarding ladder and its location will be changed if necessary. A lifebuoy with a rope should be placed next to the boarding ladder. All metal boarding ladders must be equipped with wheels and the boarding ladder should not directly contact the dock during operation, it will move on the dock thanks to the wheels.

(2) Walkways required to access cargo systems, deck machinery and emergency equipment should be kept clear of obstructions and a safe walking area should be always provided.

(3) The ship's main engines, steering systems and other equipment required for maneuvering should be kept ready to enable the ship to leave the port facility with full engine power on short notice not exceeding 15 minutes. The main engines should not be tested until the loading arms have been removed.

(4) There is no repair facility at the Eti Bakir Port Facility. While the ship is moored at the dock, maintenance work that includes welding, hot work on the ship's deck or side, welding, burning, grinding, rasping, painting, scraping is prohibited. Testing of radar, ship radio equipment and other electrical equipment is prohibited without written permission from the Eti Bakir Port Facility. Tank cleaning, deck washing, and gas-freeing are not allowed while the ship is at the dock.

(5) While the ship is berthed, there shall always be on board enough personnel to safely manage the ongoing operation and to respond to emergencies, including an emergency departure from the berth.

(6) Ship crews should frequently monitor and carefully tension ship ropes to ensure that the ship is safely secured, considering weather conditions.

(7) Communication between the Eti Bakir Port Facility and the ship will be made between VHF/UHF radios. Before the transfer process starts, these devices will be tested and found in working condition. The ship's CFO and the port operator should confirm with each other that the communications system and signals for control of operations are understood by all relevant personnel prior to the commencement of ballast or cargo operations. The officer in charge should always carry an approved type of portable UHF device provided by Eti Bakir Port Facility for ship-shore communication.

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(8) In the event that the radio communication between the Eti Bakir Port Facility and the ship is completely disrupted during cargo transfer operations, these operations will be suspended immediately and will not be resumed until satisfactory communication is restored.

(9) Smoking is strictly prohibited in the Eti Bakir Port Facility, except in the areas designated as "smoking area" on the ships berthed to the Eti Bakir Port Facility and approved by the joint decision of the Eti Bakir Port Facility officer and the ship representative. Smoking areas must be specified in the Ship/Shore Safety Checklist.

(10) As long as the ship stays at the Eti Bakir Port Facility, a note that this area is a smoking area will be displayed at the doors of the designated smoking areas. Areas with direct outside access should not be designated as smoking areas. In the designated smoking area, all doors should be closed and doors leading to the corridor should be kept closed except for use. On ships that are allowed to smoke, the conditions may be withdrawn by the operator of Eti Bakir Port Facility.

(11) While the ship is berthed, it is strictly forbidden to carry and use lighters and matches on board or in the Eti Bakir Port Facility. Only in designated smoking areas, safety matches may be used in a controlled manner.

(12) It is strictly forbidden to use alcohol and drugs on board and bring them to the field while the ships are in Eti Bakir Port Facility. If personnel observed to be under the influence of alcohol or drugs are detected, all operations will be stopped. Operations will not be started until the captain reports and the investigation is completed by the relevant authorities and Eti Bakir Port Facility is approved as safe.

(13) Ship crews who are observed to be under the influence of alcohol and/or drugs will be prevented from entering. The captain of the ship is expected to take his own precautions regarding the personnel under the influence of substances to be observed on the ship's deck.

(14) Portable hand lamps and portable electrics to be used in hazardous areas must be of approved type. In hazardous areas, any unapproved equipment such as radios, mobile phones, pagers, calculators, photographic devices must not be active, must be turned off and must not be used. Taking photos of port facilities and equipment is strictly prohibited.

(15) Approved equipment, tests of the design criteria of the equipment used must be certified by the state or authorized institutions. The competent authority should also certify the safe use of these equipment in hazardous atmospheres.

(16) While the ship is berthed, the use of transmitting radio equipment is prohibited, and their antennas must be earthed. This rule does not apply to fixed and properly installed VHF and UHF equipment, which may have an output power of 1 watt or less.

(17) When opening and closing covers, connecting, or disconnecting hoses, and working with metal tools on deck, sparking of these tools and operation should be avoided. Spraying of chimney soot and excessive smoke is prohibited, and immediate action must be taken to prevent sparks from the chimney.

(18) The pump room should be mechanically ventilated as it is a potential area with hydrocarbon vapor. Pump room ventilation should continue throughout all operations and until access is no longer required. Before entering the pump room, it should be well ventilated and checked for oxygen level, hydrocarbon level and toxic gas. Ships with a closed deck tunnel must use mechanical ventilation to keep the deck tunnel atmosphere in a safe condition.

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Closed deck tunnel ventilation should continue throughout all operations and until tunnel access is no longer required.

(19) Central ventilation and mechanical ventilation systems should be arranged to prevent the penetration of petroleum/chemical gases, if possible, indoor air should be used in internal circulation. If at any time it is suspected that petroleum/chemical gases have entered the accommodation, the ventilation system should be shut down and the parts where the gas vapor enters should be isolated. On ships connected to natural ventilation, the vents should be adjusted to prevent the penetration of petroleum/chemical gas.

(20) In loading operations, ship valves shall not be closed except in emergencies while operating with the shore pump. Damages that may occur in the shore loading arms and related equipment by closing the valves will be invoiced to the ship.

(21) Before commencing any cargo and ballast operation, the offshore exit valves associated with the cargo or ballast system must be closed and sealed. Where sealing is not practicable, valves should be marked with an appropriate method that should remain closed. Seal numbers should be recorded on the Ship/Shore Safety Checklist. Except in emergencies, these seals may only be removed with the permission of the port operator. Careful watch should be kept ensuring that there is no oil leakage from the marine side outlet valves.

(22) Exterior doors in the ship's accommodation, hatches and similar engine room exit doors opening directly to the deck should be kept vented. It should be ensured that the hoods used with the doors opening to the outside are closed. The door should be closed immediately after use. Doors should have "keep closed" written on them, emergency exit doors should not be locked under any circumstances.

(23) While the ship is at berth, no entry to any enclosed space will be permitted until the Eti Bakir Port Facility operator confirms that the implemented security procedures are in line with ISGOTT recommendations.

(24) A qualified officer should always be present on deck or in the cargo control room. A constant deck watch should be maintained to keep the mooring lines and cargo transfer arms under control.

(25) Observation and measuring openings should be closed when not in use.

(26) Slop transfer circuits connected to the engine room must be securely blinded and the deck part must be insulated.

(27) In case of lightning strikes and high-speed winds, all operations should be stopped by the decision of the ship's captain or port authority. Fixed ventilation systems will be turned off in lightning storms.

(28) During the ship maneuver at the Eti Bakir Port Facility, the wind speeds will be controlled, and the loading/unloading will be carried out or stopped in line with the directives of the Samsun Regional Port Authority.

(29) Loaded/discharged quantity and flow rate are compared hourly.

(30) After the ship is berthed and safely moored to the dock, the letter of preparation (NOR) is accepted after it is checked by the Eti Bakir Port Facility operator to follow the ISGOTT rules.

(31) Loading and discharging are carried out in accordance with ISGOTT rules. Shore line's discharge and loading pressure limitations will be observed.

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(32) Ship pumping speed and manifold pressures will be adjusted according to the values determined by the operators of Eti Bakir Port Facility. The discharge pressure is constantly checked and recorded.

(33) The loading arms are isolated with an insulating flange. Therefore, there is no need or permission to draw a grounding cable between the ship and the dock. Shore lines are kept filled with product up to the shore manifold. After loading and unloading, flooding of the shorelines is not allowed.

(34) The use of compressed air for the discharge of loading arms containing petroleum products into ship tanks or on the shore is strictly prohibited due to potential hazards due to static electricity.

(35) Special attention is paid to the fixed and continuous design of the ship manifold (pipelines, valves, support parts, etc.). The ship must have manifold flanges suitable for each product loading and unloading in the port area and if a redactor is to be used, the design criteria must comply with the port design criteria.

(36) All ships must have a manifold arrangement that complies with the OCIMF 'Recommendations for Oil and Chemical Tanker Manifolds and Associated Equipment' standards. Ships with a tonnage lower than the OCIMF tonnage must have a manifold structure with a berth design.

(37) On arrival, the ship's manifolds must be blanked and fitted with the correct size redactor specified in the booklet. All cargo and fuel manifold connections should be blanked if not in use and all bolted tight. Ship operators who cannot comply with the above instructions should confirm the ship's suitability to Eti Bakir Port Facility before starting cargo operations.

(38) The captain of the ship is responsible for ensuring that the ship is ready to maneuver at any time, considering draft, trim, stability and propeller sinking.

(39) There are differences in the free surface effect between the stability of normal tankers and double hull tankers, so it requires additional attention.

(40) Appropriate operating methods and instructions should be prominently displayed in the approved trim and stability booklet in the cargo/ballast transfer control room or be viewed instantly via an approved loading program loaded on the computer in the cargo control room.

(41) If the ship's balance is disturbed (excessive listing to starboard or port by a maximum of 3 degrees) due to free surface effect, a structural error or an operational error during loading or unloading of the ship, all operations will be stopped, and the operation will be started after the ship is leveled. If the ship continues to list during the operation, all operations will be stopped, and the problem will be solved. If the problem cannot be solved, the ship will be asked to leave the facility.

(42) Eti Bakir reserves its rights to demand the safety of portable equipment used during loading and unloading at the port facility.

(43) The ship must ensure that the inert gas system is fully operational and used during all cargo operations.

(44) Eti Bakir Port Facility demands that tankers equipped with Inert gas (I.G) systems comply with all rules and regulations regarding the construction and operation of Inert Gas Systems, as specified in SOLAS. Cargo operations are not permitted if the I.G system cannot provide inert gas with an O<sub>2</sub> content of less than 5%, keeping the O<sub>2</sub> level in the cargo tanks at a maximum of 8%. These conditions must be maintained throughout all cargo operations. The



port operator will carry out regular checks to ensure that the ship complies with these conditions. The port operator will check the I.G recorder as part of the repetitive checks according to the Ship / Coast Guard Checklist. If the ship (regardless of tonnage) is equipped with an Inert Gas System (IGS), it is required to operate according to the original design criteria. (45) If, at any time, IGS is unable to meet the specified conditions, the port operator will request the cessation of transfer operations.

(46) In the event of a failure in the inert gas system, it is the responsibility of the ship captain to immediately stop operations and notify the Eti Bakir Port Facility authority. If the IGS failure continues and the system cannot be restored to working order, the ship will be asked to leave the facility. Any costs incurred because of any delay or ship departure will be invoiced to the ship.

(47) It is not allowed to discharge the inert gas contained in the tanks to the atmosphere while the ship is docked at the Eti Bakir Port Facility. The captain should make sure that their tanks are ready before loading.

(48) Pressure/vacuum relief valve setting, and related ventilation system should be checked before operations. During cargo operations, the pressure/relief valve or other approved ventilation system should be set in operating mode as specified in the production manual. All ships carrying a low flash point load (flash point less than 60 °C) and equipped with a closed gauge and an approved air evacuation system shall do closed loading/unloading unless otherwise agreed.

(49) Tankers must carry out loading and unloading operations with measurement, sample and inspection covers closed. Cargo and ballast tank inspection hatches and fuel hatches must be closed and secured if the ship remains in port.

(50) Ships should be equipped to load at the minimum pressure of the first inert atmosphere.

(51) All measurement, sampling, water checks, and temperature measurements will be made by an independent survey over a specially designed closed system. It is obligatory for the ship representative to accompany and witness these transactions.

(52) Eti Bakir Port Facility reserves the right to assign independent surveys to take samples and measurements from the cargo.

(53) Mobile cargo hoses are not allowed to be connected to the ship manifold, however, in exceptional circumstances and with the permission of the port authority, the hoses may only be used if the conditions described below are met.

- ✓ Flexible hoses can only be connected to the ship manifold.
- ✓ The hoses should be visually checked by the authorized person of Eti Bakir Port Facility, the use of damaged or untested hoses is not allowed.
- ✓ During their use, they should be supported by the necessary equipment for the hose such as tripod, crane or similar.
- ✓ It should be seen that the serial numbers on the hoses match with the test certificate obtained from an independent organization for each hose. Hydrostatic tests of hoses should not exceed 12 months.

(54) The use of additives is prohibited in Eti Bakir Port Facility to prevent the formation of static electricity.

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(55) In order to prevent static electricity during discharge of diesel oil products, if the product conductivity value is below 10 PS (Pico Siemens), the discharge speed should be adjusted not to exceed 1 m/s.

(56) Eti Bakir Port Facility must ensure that the ship complies with the international loading border rules, keeping its rights to monitor the loading, and must inform the authorities in case of a possible non-compliance. Expenses incurred due to overcapacity and subsequent corrections will be invoiced to the ship.

(57) While the ship is in the Eti Bakir Port Facility, no oil or oil-containing mixture can be discharged or spilled into the sea. While the ship is in port, the engine room bilge sea outlet valves must be closed and locked. It is important to constantly check the sea surface around the ship against unwanted oil leaks.

(58) In case of any pollution from the ship, Eti Bakir Port Facility will take the necessary steps to prevent the pollution from spreading, to prevent the pollution of port waters and serious charges that may be encountered later.

(59) If the pollution is caused by defective equipment or materials or the negligence of the ship's personnel, Eti Bakir Port Facility will invoice the ship owner for the costs of the anti-pollution actions taken.

(60) Captains are requested to take every precaution to prevent spillage or oil leakage while at or approaching the Eti Bakir Port Facility.

(61) During operations, all syphilis plugs should be closed, and any overflow should be prevented, any overflow will be collected with the help of sawdust and delivered to the beach for disposal. The vessel must be equipped with fixed drip pans. To combat minor spills, absorbent pads should be kept ready in the manifold.

(62) Any overflow should be reported, and operations should be stopped immediately.

(63) If government authorities initiate any legal action regarding the ship regarding pollution, Eti Bakir Port Facility reserves the right to delay or suspend operations, refuse to load/discharge the ship, or request the ship to leave the facility.

(64) Transfer operations can only resume after the cause of the spill has been identified and remedied and it has been clearly determined that resumption of transfer operations will not preclude immediate, effective, and sustained response to marine pollution.

### **E. Emergency Situations**

(1) Upon berthing, the master and port operator must agree on what to do in an emergency, including procedures and communications. In case the police, lifeguard and fire department need to be called in an emergency, the ship can communicate directly with the port operator.

(2) While the ship is at berth, a copy of the Eti Bakir Port Facility emergency procedures is provided on board for information and compliance with the rules. The procedures specify the following situations.

- ✓ Fire on the Pier
- ✓ Fire on the Ship Deck
- ✓ Power Cut
- ✓ Control System Failure
- ✓ Ship Drift
- ✓ Damage on the Ship

- ✓ Falling from Ship
  - ✓ Bomb Warning
  - ✓ Terrorist Activities
  - ✓ Oil Spill
  - ✓ First Aid
  - ✓ Docking Damage to the Pier. Eti Bakir Port Facility representative will provide information on the details of ship emergency procedures and practices.
- (3) The ship's fire extinguishing equipment, including the main and emergency fire water pumps, should be always kept ready for use. The main fire extinguishing water circuit should be kept pressurized or prepared in such a way that it can be pressurized in a short time. 2 fire hose nozzles should be available in front of and behind the ship manifold and should be always available. To be able to make the first response in a fire, portable fire extinguishers should be kept ready in an accessible place, close to areas with a high probability of fire, such as manifolds, and easily suitable for use.
- (4) Emergency ship-shore international connection will be kept easily visible close to the boarding stairs, at least 2 portable fire extinguishers (preferably with dry chemical powder) should be located close to the ship manifold and be ready for use at any time. monitors should be ready for use at any time, oriented towards the manifold.
- (5) The ship's captain is responsible for ensuring that the fire water pumps, fire extinguishing equipment and fire stations that will ensure the fire safety of the ship while it is moored at the dock are ready to always operate. In case of emergency, the ship's lifeboat must be ready to be lowered to abandon the ship.
- (6) The ship's captain should have understood the port's fire extinguishing system procedure.
- (7) The pier is equipped with a sufficient amount and performance of fire water and foam pumps and monitors in accordance with ISGOTT (International Safety Guide for Tankers and Terminals) and a remote-control system. Apart from this fire extinguishing equipment, there are many hydrants, hoses and dry chemical fire extinguishers in the port area that can be connected to a hose.
- (8) Continuous sounding of the general alarm system and the alarm at the same time as the ship's whistle and one or more long whistles, each of which is not shorter than ten seconds, indicates a fire alarm.
- (9) In case of fire in Eti Bakir Port Facility.
- Eti Bakir Port Facility.
    - ✓ Give alarm.
    - ✓ Stop all load operations and close all valves.
    - ✓ Try to extinguish the fire and prevent the fire from spreading.
    - ✓ Be available to remove the fill levers if necessary.
    - ✓ Notify all ships.
    - ✓ The Emergency Plan is activated immediately at the Eti Bakir Port Facility.
  - Ship.
    - ✓ Secure ship cargo systems.
    - ✓ Be prepared for emergency takeoff.
    - ✓ Be prepared to remove the fill arms.
    - ✓ If necessary, leave the facility.

- ✓ Take action to reduce the spread of fire to the ship.
  - ✓ Communicate with authorities.
- (10) In case of fire on the ship.
- Ship.
  - ✓ Give the alarm, notify Eti Bakir Port Facility.
  - ✓ Stop all load operations and close all valves.
  - ✓ Try to extinguish the fire and prevent the fire from spreading.
  - ✓ Be ready to remove the fill arms.
  - ✓ Prepare the ship machine.
  - Eti Bakir Port Facility.
  - ✓ It will secure the shore load systems.
  - ✓ It will remove the filling arms (if conditions permit).
  - ✓ It will stand by to idle the ship (if circumstances permit).
- (11) In case of Spill or Leakage in Eti Bakir Port Facility.
- ✓ In case of a spill or leakage at the Eti Bakir Port Facility, the filling arm or the shorelines.
  - ✓ Transfer operations are stopped immediately, and the ship is informed.
  - ✓ The spill-fighting plan at Eti Bakir Port Facility, including informing the authorities and cleaning procedures, is properly activated.
  - ✓ Before resuming operations, the source of the spill should be identified, and the problem resolved.
- (12) In Case of Spill or Leakage on the Ship.
- ✓ Transfer operations should be stopped immediately, and Eti Bakir Port Facility should be informed.
  - ✓ Ship's spill-fighting plan is put into action as appropriate, including notifying authorities and clean-up procedures.
  - ✓ After the source of the spill is identified, the problem is resolved and approved by the Eti Bakir Port Facility, operations can resume.
  - ✓ Any accident concerning the safety of the ship, safe mooring, cargo handling, pollution and personnel/visitors should be reported immediately to the Eti Bakir Port Facility authority and the Port Authorities.

**F. Completing the Transfer**

- (1) Filling lines will be emptied and cleaned.
- (2) It will be confirmed with the ship that the discharge process has been completed.
- (3) The arm connection between the ship and the pier and will be removed safely.
- (4) The pier site will be brought to its normal working position.
- (5) Documents to be given to the ship when the cargo operation is completed.
  - ✓ Product quality certificate
  - ✓ Document list
  - ✓ Tank capture
  - ✓ Timeline
  - ✓ Sampling receipt paper
  - ✓ Tanker Measurement Report (only for evacuation ships)
  - ✓ Origin certificate (only for export vessels)

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✓ Coast tank measurement certificate

### **G. Waste Management**

(1) It is forbidden to press dirty ballast into the sea, clean ballast or slop carried in cargo tanks in Samsun Regional Port Authority responsibility area and polluting port waters will result in heavy penalties.

(2) The ballast water in the cargo tanks can be discharged into the shore tanks according to the suitability and acceptance of the Eti Bakir Port Facility.

(3) Ballast water containing chemicals or waste, which does not comply with the product purchasing standards of Eti Bakir Port Facility, should not be discharged into the shore tanks and should be kept on board.

(4) Clean ballast in the separated ballast system to be discharged into the sea must be monitored for any possible contamination. Under no circumstances should ballast be discharged onto the quay. The berth may be damaged, and the ship will be held responsible for all costs arising from this.

(5) Garbage to be delivered to the beach should be separated and under no circumstances should it be contaminated with dangerous substances. Waste collection fees specified in the standard tariff will be applied.

(6) "Slop"; These are oily water residues accumulated in slop tanks, including tank washing waters, which are formed because of washing cargo tanks on ships. These wastes can be transferred to the shore slop tank by the waste transfer line depending on the suitability and acceptance at the Eti Bakir Port Facility.

(7) Bilge water will be transferred to the bilge water tank in the waste storage area with the ship's bilge water pump and the waste transfer line, depending on the suitability and acceptance of the Eti Bakir Port Facility.

(8) The sludge will be transferred to the sludge tank in the waste storage area with the ship's sludge pump and the waste transfer line, depending on the suitability and acceptance at the Eti Bakir Port Facility.

## **2. RESPONSIBILITIES**

The general responsibilities of all parties involved in the transport of dangerous goods are as follows:

a) They are obliged to take all necessary precautions to make the transportation safe, secure, and harmless to the environment, to prevent accidents and to minimize the damage in case of an accident.

b) In emergency situations such as fire, leakage, spillage that occur during the transportation of dangerous goods, they benefit from the EmS Guide, which includes Emergency Response Methods and Emergency Schedules for Ships Carrying Dangerous Goods.

c) They benefit from the Medical First Aid Guide (MFAG) in the IMDG Code annex to provide the necessary medical first aid for the people affected by the damages of the dangerous cargoes and the health problems caused by the accidents involving these cargoes.

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### **2.1 Responsibilities of The Cargo Person**

- a) Prepares or arranges for the preparation of mandatory documents, information and papers regarding dangerous goods and ensures that these documents are with the goods during the transportation activity.
- b) Ensures that dangerous goods are classified, packaged, marked, labeled, and placarded in accordance with their type.
- c) Ensures that dangerous goods are loaded, stacked, and securely fastened in approved packaging and cargo transport units in accordance with the rules and in a safe manner.

### **2.2 Responsibilities of The Carrier**

- a) Requests the mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are present with the cargo during the transportation activity.
- b) Controls the compliance of the dangerous goods classified, packaged, marked, labeled, and placarded by the cargo person with the legislation.
- c) Controls that the dangerous goods are packed in accordance with the rules by using approved packaging and cargo transport units, they are safely loaded and securely fastened to the cargo transport unit.

### **2.3 Responsibilities of the Port Facility Operator**

- a) Does not allow ships carrying dangerous cargo to berth at its facility without the permission of the port authority.
- b) Provides written information within the scope of facility rules, cargo handling rules and relevant legislation to the ship that will dock at its facility.
- c) Does not handle dangerous goods for which it has not received a handling permit from the Administration and does not make the ships that will berth suffer by planning in this context.
- ç) Requests the mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are found with the cargo. If the relevant documents, information, and documents cannot be provided by the cargo person, it is not obliged to accept or handle the dangerous cargo at its facility.
- d) Shares all the data that may be required according to the characteristics of the cargo with the ship's responsible person and carries out the loading or unloading operation according to the agreement to be reached. Does not make any changes in the operation without the knowledge of the ship's responsible person.
- e) Determines the working limits by considering the safe working capacity of the facility and weather forecasts and takes the necessary measures to ensure that the ship remains safely moored at the dock and that handling is carried out.
- f) Checks the transport documents containing information on whether the hazardous cargo arriving at the facility is properly classified, packaged, marked, labeled, placarded, and safely loaded into the cargo transport unit.
- g) Ensures that the personnel involved in the handling of dangerous goods and the planning of this handling are certified by receiving the necessary training and does not assign the personnel who do not have the documents in these operations.

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- ğ) Ensures that the dangerous goods handling equipment in its facility is in working condition and that the relevant personnel are trained and documented regarding the use of these equipment.
- h) Ensures that the personnel use personal protective equipment suitable for the physical and chemical characteristics of the dangerous cargo by taking occupational safety measures at the port facility.
- i) Performs activities related to dangerous cargoes at piers, piers and warehouses established in accordance with these works.
- i) Equips the piers and piers reserved for ships that will load or unload dangerous liquid bulk cargoes with appropriate installations and equipment for this work.
- j) Keeps an up-to-date list of all dangerous cargoes on the ships berthed and in the closed and open areas of the facility and gives this information to the relevant persons upon request.
- k) Notifies the port authority of the instant risk posed by the dangerous goods it handles or temporarily stores in its facility and the measures it takes for it.
- l) Notifies the port authority of the accidents related to dangerous goods, including the accidents at the entrance to the closed areas.
- m) Provides the necessary support and cooperation in the controls and inspections carried out by the Administration and the port authority.
- n) Provides the transport of Class 1 (Class 1 Compatibility Group 1.4 S), Class 6.2 and Class 7 dangerous goods that are not allowed for temporary storage, out of the port facility as soon as possible without waiting, and applies to the Administration for permission in cases where it is necessary to wait.
- o) Temporarily stores the cargo transport units where dangerous goods are transported in accordance with the separation and stacking rules, and takes fire, environment, and other safety measures in accordance with the class of the dangerous cargo in the storage area. Keeps fire extinguishing systems and first aid units ready for use at any time in the areas where dangerous goods are handled and makes the necessary controls periodically.
- ö) Gets permission from the port authority before the hot working works and operations to be carried out in the areas where dangerous goods are handled and temporarily stored.
- p) Prepares an emergency evacuation plan for the evacuation of ships from port facilities in case of emergency and submits it to the port authority and informs the relevant people about the plan approved by the port authority.
- r) Ensures the internal loading of the cargo transport units in accordance with the loading safety rules in its facility.

## **2.4 Responsibilities of the Ship Officer**

- a) Ensures that the cargo to be carried by the ship is documented as suitable for transportation and that the cargo holds, cargo tanks and cargo handling equipment are suitable for cargo transportation.
- b) Requests all mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are present with the cargo during the transportation activity.

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- c) Ensures that the documents, information, and documents required to be found on the ship regarding dangerous goods within the scope of legislation and international conventions are appropriate and up to date.
- ç) Controls the transport documents containing information that the cargo transport units loaded on the ship are appropriately marked, plated, and loaded safely.
- d) Informs the relevant ship personnel on the risks of dangerous cargoes, safety procedures, safety and emergency measures, response methods and similar issues.
- e) Keeps the current lists of all dangerous goods on board and declares them to the relevant parties upon request.
- f) Ensures that the loading program, if any, is approved and documented and kept in working condition.
- g) Notifies the port authority and the port facility about the instantaneous risk posed by the dangerous cargoes on the ship berthing to the port facility and the measures taken for it.
- ğ) If there is a leak in the dangerous cargo or if there is such a possibility, the dangerous cargo will not be accepted for transportation.
- h) Notifies the port authority of the dangerous cargo accidents that occur on his ship while navigating or at the port facility.
- ı) Provides the necessary support and cooperation in the controls and inspections carried out by the Administration and the port authority.
- İ) Does not accept to carry dangerous goods that are not included in the ship certificates issued by the relevant institutions and organizations.
- j) Ensures that the people of the ship involved in the handling of dangerous goods use personal protective equipment suitable for the physical and chemical characteristics of the cargo during handling.
- k) Provides the requirements regarding the loading safety of the loads loaded on its ships.

## **2.5 Responsibilities of The Dangerous Goods Safety Consultant**

- a) Monitors compliance with international agreements and conventions (ADR/RID/IMDG Code) and relevant legislation in the transportation of dangerous goods.
- b) Provides recommendations to the company regarding the transportation of dangerous goods in accordance with the ADR/RID/IMDG Code provisions.
- c) Prepares the annual activity report of the company regarding the transportation of dangerous goods in accordance with the format determined by the Administration within the requested time and submits it to the DGSCO in which it works and to the company providing consultancy services, to send it to the Administration via [www.turkiye.gov.tr](http://www.turkiye.gov.tr) when requested.
- d) Identifies the dangerous goods to be transported and determines the obligations and compliance procedures in the ADR/RID/IMDG Code regarding this cargo.
- e) Provides guidance when purchasing the transport vehicles that will be used to transport the dangerous goods that are the subject of the company's activity.
- f) Specifies procedures for controlling equipment used in the transportation, loading, and unloading of dangerous cargo.
- g) Ensures that employees receive training appropriate to their field of duty, including national and international legislation and any changes made thereto, and that records of this training are kept.



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- h) Determines the emergency procedures to be applied in case of an accident or an incident that will affect safety during the transportation, loading or unloading of dangerous loads, and ensures that relevant drills are carried out periodically and their records are kept.
- i) Ensures that measures are taken to prevent accidents or serious violations from occurring again.
- i) Ensures that the special conditions stipulated by the legislation regarding the transportation of dangerous goods are considered in the selection and employment of subcontractors or third parties.
- j) Ensures that employees involved in the transportation, loading, and unloading of hazardous cargoes have knowledge of operational procedures and instructions.
- k) Takes measures to increase the awareness of relevant personnel to be prepared for possible risks in the transportation, loading and unloading of dangerous goods.
- l) Provides instructions for the documents and safety equipment that must be kept in the vehicle during transportation of dangerous goods according to their class.
- m) Prepares the operation security plan and ensures its implementation.
- n) Records all kinds of work, including training, supervision, and control regarding the activities, by specifying the date and time, keeps these records for 5 years and submits them to the DGSCO in which works and to the business from which consultancy services are provided, to be submitted to the administration upon request.
- o) ensures that the work being done is stopped until the danger is eliminated in cases where there is a danger related to the subject matter in the business to which consultancy services are provided, starts the work with own approval and notifies the business to which consultancy services are provided, the DGSCO in which works and the competent authorities in writing about every stage in the process until the danger is eliminated in cases where the danger is eliminated.
- ö) Establishes procedures for the work and operations related to the packaging, labelling, marking, and loading of the cargo loaded onto the transport vehicle in accordance with the provisions of the ADR/RID/IMDG Code.
- p) Prepares a report on a three-month basis regarding the responsibilities of the port facility specified in the regulation and reports this report to the administration.
- r) The DGSC, who is responsible for the business, prepares an accident report to the DGSCO in which works and to the business management that provides consultancy services, in case an accident occurs during transportation, loading or unloading and harms life, property or the environment. This report prepared by the DGSC is sent to the administration by the business or DGSCO via [www.turkiye.gov.tr](http://www.turkiye.gov.tr) within one month. This report does not replace the report that should be written by the business management within the scope of international or national legislation.

### **3. RULES AND MEASURES TO BE APPLIED/FOLLOWED BY THE PORT FACILITY**

#### **3.1 Rules to be Applied and Complied with During the Mooring of the Ship to the Port Facility**

- a) Before the ship's arrival at the port facility (at least 24 hours before), information will be shared between the ship and the port facility operations officer on necessary matters.

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- b) On arrival at the port facility, the captain will directly contact the port facility operations officer. Before docking, the port facility will provide the captain with details of the berthing plan through the pilot or berthing captain.
- c) The procedure for docking and mooring the ship will be determined and this will be reviewed and agreed upon by the captain and the pilot/berthing captain.
- d) Any deviation from the agreed mooring plan due to changing weather conditions will be notified to the captain as soon as possible.
- e) Mooring and unmooring operations, including handling the tug line, are hazardous operations. It is essential that everyone involved is aware of the hazards and takes appropriate precautions to prevent accidents.
- f) Ending a tanker drifting or any excessive movement from the berth due to inadequate mooring may result in damage to a tanker and the berth facilities and injury to personnel.
- g) The responsibility for the safe and proper mooring of a ship lies with the captain. However, the port facility will also make the necessary contribution to the safe and secure mooring of the ship.
- h) Effective ship mooring management requires knowledge of the mooring equipment fitted to the ship, proper maintenance of this equipment, regular review of mooring lines and a good understanding of mooring principles.
- i) Cargo hoses or arms shall not be connected until the port facility operations officer and the ship's captain agree that the ship is safely moored.
- i) Safe passage between the ship and the port must be provided. The passage should be positioned as far away from the manifolds as practicable. The means of passage to the ship must be safe. In limited weather conditions, the passage must be adequately and safely illuminated. Persons who have no business on board or those not authorized by the captain must not be allowed to pass to the ship.
- j) The agreed ship/shore communication system shall be operational. Continuity of communication shall be ensured between the ship's officer in charge of the watch and the port facility operations officer. Backup communication channels shall be established. Telephone and handheld radio systems shall meet appropriate safety requirements.

### **3.2 Rules and Precautions to be Complied with/Applied in Loading/Discharging Activities of Dangerous Liquid Bulk Cargoes**

- a) The loading/unloading areas of dangerous goods will be kept under constant surveillance and control with the necessary monitoring and recording systems.
- b) There will be personnel involved in the loading/unloading of dangerous goods and certified personnel who have received training in accordance with the legislation.
- c) Their duties will be defined and communicated to the personnel involved in the loading/unloading of dangerous goods.
- ç) Personnel involved in the loading/unloading of dangerous goods shall have sufficient knowledge of dangerous goods.
- d) Safety Data Sheets (SDS) of dangerous goods will be easily accessible, and the personnel will have a good grasp of the sections of the SDSs that need to be known.
- e) Appropriate entry and exit routes will be established to make the necessary intervention in emergency situations that may occur in the areas where dangerous goods are

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loaded/discharged, and emergency equipment that can intervene in a timely manner will be prepared.

f) In areas where dangerous goods are loaded/discharged, smoking and similar substances will not be allowed, and necessary warning signs will be placed in appropriate places.

g) In areas where dangerous goods are loaded and unloaded, equipment and equipment that can create flame or spark will not be used, this issue will be indicated with warning signs at appropriate places in the port facility.

h) Necessary warning signs and fire alarm (alarm) buttons will be in visible and easily accessible places in the port facility.

i) First aid and first aid materials to be used for first aid in emergencies or accidents will be in an easily accessible place.

i) All kinds of tools, equipment and equipment used in evacuation operations will always be kept ready for use, well-maintained and in accordance with standards.

j) It will be ensured that all employees receive training in accordance with their job descriptions regarding dangerous goods.

k) Personnel involved in the loading/unloading operations of dangerous goods will have personal protective clothing and equipment in accordance with their job descriptions and working environment and will wear this equipment duly.

l) An appropriate system will be established to provide up-to-date information in case of request for information on dangerous cargoes in the port facility and berthing ships.

m) In the facilities other than the buoy system, release hooks will be installed for the fast idle of the ship in case of emergency.

n) An "Emergency release coupling system", which can be activated automatically, will be installed on the charging, and discharging arms/hoses/pipes or manifolds of the port facility to cut off the product flow in case of emergency.

o) In case of any fire, an effective and sufficient fire response and extinguishing system will be established in the port facility.

ö) The port facility will have sufficient ex-proof lighting system.

p) For the purpose of detecting gas leaks that may occur in closed areas, enough gas detectors will be calibrated and ready for use.

r) Port facility will be equipped with adequate grounding and lightning protection system.

s) Body and eye showers using fresh water will be installed for emergency response to personnel exposed to hazardous bulk liquids.

ş) Communication equipment shall be of ex-proof type that can be used safely in flammable or explosive environments.

t) Flexible pipes and piping circuits used in the loading/unloading of liquid bulk cargoes will comply with ISGOTT (International Safety Guidelines for Tankers and Terminals) standards, and conformity tests will be carried out on time.

u) Regarding the loads carried out with Loading/Discharging operations, IBC Code, IGC Code, IMDG Code, MARPOL ANNEX-I and II and ISGOTT publications will be kept up to date.

ü) Necessary written and illustrated warning notices/signs shall be posted at all entrances of the pier where the said operation will be carried out, before and during the loading/discharge operations of dangerous goods.

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- v) Emergency shutdown equipment will be equipped to turn off the load pumps used in the discharge/discharge operation.
- y) Enough electrical insulation flanges will be available on the flexible hoses and loading arms used in loading/discharging.
- z) All equipment used in the port facility will be inspected periodically in accordance with adequate standards and will be well-maintained.
- aa. Ship/Shore Safety Checklist will be filled in accordance with the guide in ISGOTT.
- bb. In cargo operations and emergency situations, according to their areas of responsibility, the ship's captain and Port facility operator will have the following information regarding the dangerous liquid bulk cargoes that are loaded/discharged. In case of need, it will share this information with the relevant authorized administrations.
- Proper shipping name, UN number (if any) and description of the physical and chemical properties of the dangerous goods. (The transport information, physical and chemical properties of dangerous goods loaded and discharged at the Eti Bakir Port Facility's port facility are included in the Safety Data Sheets and Dangerous Goods Handbook.)
  - Load transfer, slop transfer, degassing, inerting, ballasting, ballast discharge and tank cleaning processes. (The processes are explained in detail in the relevant sections of DGHG.)
  - Information on the special equipment required for the safe handling and loading/unloading of certain loads, and emergency response principles, including the following.
  - What to do in case of spillage or leakage, in case of spillage and leakage, the principles of spillage and leakage instructions will be followed.
  - Measures to be taken to prevent people from accidentally being exposed to dangerous goods. (Measures will be taken as explained in the relevant sections of the DGHG regarding the procedures and principles regarding the OHS principles and the use of personal protective equipment, and in the Safety Data Sheets.)
  - Fire Fighting Procedures and appropriate communication systems to be used in case of fire. (Details are given in the General Fire Plan of the Port Facility.)
- cc. Before and during the handling and loading/discharge operations of dangerous liquid bulk cargoes, necessary warning notices/signs shall be posted in written and pictograms (pictograms) at all entrances and approach points of the dock where the said operation will be carried out.
- çç. Handling, loading/discharging and storage of dangerous liquid bulk cargoes will be ensured in such a way as to eliminate the possibility of a dangerous reaction with other incompatible cargoes.
- dd. An effective communication system will be established between the port facility used for handling and loading/unloading liquid bulk cargoes and the facility to which the cargoes are transferred, and the effectiveness of communication will be ensured during cargo operations.
- ee. It will be ensured that the shore communication cables connected to the ship are certified cables that can be used in the areas where dangerous liquid bulk cargoes are handled.
- ff. Regarding the pipeline or flexible hoses/pipes used for loading/unloading or transferring dangerous goods.
- gg. It shall be ensured that the pipeline or flexible hoses/pipes in question are not used for loads other than suitable loads, considering the temperature and compatibility of the loads.

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hh. It will be ensured that the hoses/pipes that are likely to be damaged when exposed to impact are properly protected.

ii. For the transfer of flammable liquids, the electrical conductivity of the pipes in question shall be maintained, except where an insulating flange or non-conductive reel is used. The pipeline on the seaside of the insulation section will be conductive until the ship, and the pipeline on the land side of the insulation section will be conductive up to the grounding system of the pier. Necessary measures will be taken to prevent short circuit. Insulation flanges are to be tested in accordance with ISGOTT Chapter 17.

ii. For the continuation of the effectiveness of the insulation and grounding systems, it will be ensured that these systems are inspected and tested at regular intervals.

jj. In the case of a flammable atmosphere, it shall be ensured that other metallic connections between the berth and the ship are arranged or maintained in such a way as to prevent sparks.

kk. The ship's captain and the port facility will share information on taking necessary precautions to prevent similar equipment on the ship, such as stoves or cooking utensils used in the galley, from becoming a source of ignition.

ll. In the event of an accident, it will be ensured that all discharge holes and pipes and all kinds of drains on the quay/pier where dangerous liquid bulk cargoes may leak are closed before the start of the loading/unloading operation of dangerous liquid bulk cargoes and kept closed during the operation. In addition, in case of any cargo spillage, appropriate collection and disposal of the spilled cargo by the port facility will also be ensured. (The Port Facility Emergency Response Plan against Marine Pollution will be followed in accordance with the principles)

mm. Electricity will not be supplied from shore to the ship, except for the use of a shore-to-ship electricity supply system with a certificate showing that it is suitable for safe use in a flammable environment or in emergencies where the port authority has approval.

nn. Electric connection, power cable or power supply shall not be used near a ship carrying flammable cargo at the quay/pier or in a flammable environment, except for those who have a certificate showing that they are suitable for safe use in these areas.

oo. Regarding flexible hoses/pipes, the ship's captain and port facility operator will fulfill the following issues according to their responsibilities.

- ✓ Flexible pipes will be used, considering the temperature and compatibility of the load. Said flexible hoses/pipes shall not be used at unsuitable working pressure.
- ✓ Each type of flexible hose/pipe terminated with end fittings shall have a certificate that has been tested in accordance with the standards and shows the burst pressure.
- ✓ Each supplied flexible hose/pipe will be subjected to hydraulic testing in accordance with national legislation and standards before being put into use.
- ✓ Flexible pipes will be visually inspected before being used in unloading/unloading operations of dangerous liquid bulk cargoes, excluding those used in single buoys and offshore facilities. Single buoys and flexible pipes used in offshore facilities will be inspected regularly and frequently.
- ✓ Each flexible hose/pipe shall be long enough to not cause excessive stress on the port facility connections within the determined operating limits for the safety of the operation.
- ✓ Flexible hoses/pipes used in loading/discharging dangerous liquid bulk cargoes will be kept under surveillance during the operation.

- ✓ In case of emergency, flexible pipe connections will be cut, and the operation will be stopped to ensure the safety of life, property, and environment. (Port Facility Emergency Response Plan principles will be applied.)
  - ✓ After use, flexible hoses/pipes will be emptied of liquid bulk cargoes and cleaned with an appropriate method. In cases where it is not possible or not to perform these operations, the free ends of the flexible pipes will be closed with a suitable equipment to prevent the steam or air inside from escaping. The equipment in question shall always be accompanied by flexible tubing used for the delivery/discharge of highly toxic liquid or liquefied gas.
- öö. Regarding the loading arms, the ship's captain and the port facility operator will fulfill the following issues according to their areas of responsibility.
- ✓ To ensure the safety of life, property and the environment, the loading arm will always be kept under surveillance during the operation and disconnected in case of emergency.
  - ✓ Appropriate loading arms will be used considering the temperature and compatibility of the load. The loading arms shall not be used at unsuitable working pressure and flow rate.
  - ✓ In case of emergencies, necessary equipment will be available for the evacuation of the inner and outer arms before they are disconnected.
  - ✓ The working limits of the loading arms will be compatible with the ship.
  - ✓ Manifold clearance will be sufficient in cases where more than one loading arm is connected.
  - ✓ Periodic maintenance and repair of each loading arm will be made, records will be kept and suitability for use will be ensured.
- pp. Regarding the preventive measures, the ship's captain and the port facility operator will fulfill the following issues according to their areas of responsibility.
- Controls, measuring systems, emergency shutdown and alarm systems of cargo handling equipment, equipment and equipment will be tested before the start of loading/unloading operations, and they will be in good condition.
  - Before the dangerous liquid bulk cargo is pumped from the ship to the shore or from the shore to the ship, the following shall be fulfilled.
  - A written agreement will be made between the ship and the port facility regarding the loading/unloading procedures, including the maximum loading or unloading capacity, considering the following issues.
  - Assemblies, capacity, and maximum permissible pressure values of the load circuits used for loading / evacuation of the ship and port facility,
  - The device and capacity of the cargo tank vapor discharge (venting) system,
  - Pressure increase that may occur due to emergency shutdown,
  - Possible electrostatic charge accumulation situation,
  - Determining the responsible persons on behalf of both parties during the start of loading/discharging operations between the ship and the port facility.
  - The "Ship/Shore Safety Checklist" in the International Safety Manual for Tankers and Terminals (ISGOTT) will be filled and signed in accordance with the "Guideline for Completion of the Ship/Shore Safety Checklist" in ISGOTT.
  - In case of emergency that may occur during the handling operation, a written agreement will be made between the ship and the port facility regarding the actions to be taken and the signs to be used.

- It shall be ensured that the main outlet valves, discharge valves and other valves in the storage tank that allow the liquid bulk cargoes to flow out of the tank are securely locked in the closed position, except in non-operational and standby situations.
  - The operating buttons of the pumps used in liquid bulk cargo transfer will be kept in the "off" position or they will be kept in a place that only authorized personnel can reach.
  - When the pipeline, loading arm or transfer hoses are not in use or in standby, the drain/drain connections shall be securely covered with caps or blind flanges.
- rr. For the pumping of liquid bulk cargoes, the ship's captain and the port facility operator will fulfill the following issues according to their responsibilities.
- ✓ It will be ensured that the test pressure and loading/discharge capacities are not exceeded by the checks to be made at intervals.
  - ✓ Located on board and on port facility; all precautions will be taken to prevent any leakage in the pipeline, loading arm, flexible pipes and equipment, and effective surveillance and monitoring will be carried out during the loading and unloading operation.
  - ✓ During loading/unloading operation, effective communication will be ensured between the ship and the port facility.
  - ✓ The safety checklist will be ready for inspection during the loading/unloading operation.
  - ✓ On vessels where dangerous liquid bulk cargo is loaded/discharged, degassing and tank cleaning at the same time will only be carried out when permitted by the Port Authority and if all applicable measures are taken to prevent damage to connecting loading arms, flexible pipes, and related equipment.
  - ✓ During the estimation/discharge of liquid bulk cargoes, measurements will be made on the tanks by the ship's supervisor to ensure that the ship's tank is not overfilled.
  - ✓ Responsible persons determined on behalf of both parties will be present during the loading/unloading operations to be carried out between the ship and the port facility.
- ss. Following the completion of the loading/unloading operations of liquid bulk cargoes, the ship captain and the port facility operator will fulfill the following issues according to their areas of responsibility.
- ✓ The valves of the tanks that are emptied and filled after the discharge/discharge of liquid bulk cargoes are completed will be closed, except when it is necessary to leave them open for the normal operations of the facility or the ship, and the pressure remaining in the pipeline, loading arms and flexible pipes used in the cargo operation will be relieved.
  - ✓ Before the port facility pipeline, loading arm and flexible pipes are disconnected from the ship, the remaining load will be discharged and the pressure in the loading arm and pipes will be relieved.
  - ✓ All safety precautions will be taken, including the ship manifold connection and the blanking of the port facility pipeline.
- şş. According to their responsibilities, the ship's master and the port facility operator will take the necessary measures to prevent the occurrence of excessive pressure in tanks containing liquefied gas under a certain pressure on the ship or in the port facility. Where necessary, the surrounding of the tank will be cooled by available methods, including water spraying.
- tt. According to their responsibilities, the ship's master and the port facility operator will carry out the loading/discharge operation of the gases liquefied at low temperature only if the following conditions are met.

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- ✓ All relevant tanks, pipelines, loading arms and other pipelines of the ship on board and at the port facility will be cooled gradually and evenly to avoid thermal stresses.
  - ✓ All automatic controls, gas detectors and other related equipment will be kept in working condition.
  - ✓ Adequate number of personal protective clothing and equipment will be kept ready for use.
- uu. The following issues will be fulfilled in the loading/unloading operations of liquid bulk cargoes transported by combined (OBO) ships.
- Combination ships carrying crude oil or petroleum products with a flash point not exceeding 60°C c.c., where it can be demonstrated that no residual liquid, solid or gas remains in any of their tanks, holds, empty spaces, cargo or ballast lines, pump, or pump rooms Except for the following conditions.
  - If the combined ship berthed at the port facility is not degassed.
  - The area within the area 25 meters from the ship will be considered as a dangerous area and all necessary precautions will be taken against the possibility of fire,
  - Ship's tanks will be inerted,
  - The Ship/Shore Safety Checklist in ISGOTT will be implemented in its entirety.
- üü. During the loading/evacuation operation, the ship and the port facility will be kept under constant surveillance.
- vv. Considering the safety data forms of each of the dangerous liquid bulk cargoes to be loaded and unloaded at the port facility, the "Safe Loading / Discharge Instructions" of each cargo will be prepared, explained, and communicated in writing to the personnel involved in the loading and unloading process.

### **3.3 Special Provisions Within the Scope of International Codes on Loading Security and Loads**

- (1) The port authority stops the handling operation at the port facility when it sees any risk and does not start it until the risk is eliminated.
- (2) The ship cannot be loaded more than the loading limit considering the loading limit brand. If such a situation is detected, the ship will not be allowed to sail.
- (3) The loading-unloading plan before the handling operation and the results of the draft survey or weighbridge survey are submitted to the port authority by the ship's relevant person to determine the amount of loaded cargo before the ship takes off. Administration or port authority may request that the draft survey or scale survey report be received from an authorized inspection firm.
- (4) Precautions are taken to prevent the stability of the ship from being adversely affected by ensuring that the cargo in bulk carriers, especially single-hold bulk carriers, is loaded in such a way that it spreads over the floor of the hold (by trapping).
- (5) It is ensured that the load and ballast water patterns are monitored throughout the loading or unloading operation so that the ship's structure is not subjected to excessive stress.
- (6) Care is taken to ensure that the ship is free of heel, but if an inclination is required during loading, it is ensured that it is as short as possible. To avoid structural damage to the ship, balanced loading and unloading is ensured in accordance with the approved stability boucle.



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(7) In adverse meteorological and oceanographic conditions that may affect the cargo handling operation, the handling operation is stopped by the captain until the conditions improve.

(8) All stakeholders involved in the transportation of cargo within the scope of the IBC Code use the product name and features of the cargo specified in IBC Code Sections 17 and 18 and comply with all obligations regarding the cargo.

(9) Updates regarding the loads covered by the IBC Code and named in Chapters 17 and 18 are followed up with the MEPC.2 circulars published by IMO in December each year.

(10) Ships carrying cargo within the scope of the IBC Code shall keep the documents specified in the IBC Code Section 16.2.

(11) In accordance with the provision of IBC Code Section 14.1.1, protective equipment meeting the EN 943-1:2015+A1:2019 and TS EN 943-2:2019 standards shall be available in sufficient numbers and appropriate features for the people of the ship involved in the loading or unloading operation. This equipment includes a large gown, long-sleeved gloves, appropriate footwear, chemical-proof full-body clothing, and a full eye goggle or face mask.

(12) On ships carrying cargo within the scope of the IBC Code, work clothes and protective clothing are kept in easily accessible places and in special cabinets. The equipment used during the operations are not kept in the living quarters. However, protective clothing may also be stored in living quarters, if it is in special cabinets adequately separated from living areas such as cabins, frequently used corridors, dining areas and shared bathrooms.

(13) With the exception of asphalt products, hazardous dangerous liquid bulk cargoes with the phrase "safety-S" in the "d" column titled "hazards" of the table in Chapter 17 of the IBC Code cannot be handled as water foil in port facilities. These loads can only be handled by discharging them from the ships to the tanks in the facility via pipelines and filling them to the land tankers from these tanks. The same rule applies for loading from land tankers to ships.

(14) Within the scope of the provisions of IGC Code Section 13.6.13, it is obligatory to have at least two portable gas detectors on ships carrying cargo within the scope of the IGC Code. These detectors should be capable of detecting the oxygen level in closed spaces and measuring flammable, explosive and toxic gases that may arise from the cargoes carried by the ship. The detectors to be kept on the ships can be separate for each gas or they can be multi-purpose with the ability to measure the presence of gases that may arise from the cargoes carried. The detectors that measure the oxygen level to be kept on the ships meet the TS EN 50104:2020 performance requirements and test standard; detectors measuring the presence of flammable gas, TS EN 60079-29-1:2017 performance requirements and test standard; Detectors measuring the presence of toxic gas must meet TS EN 60079-29-4:2011 design requirements and test standards. The calibrations of these detectors are carried out in accredited laboratories according to the TS EN ISO / IEC 17025: 2017 standard, at the periods and in the method determined by the manufacturers.

(15) On ships, the provisions of MARPOL73/78 Annex II Chapter 5 Regulation 13, which contains mandatory provisions regulating the discharge of cargo wastes or ballast waters, tank washing waters or other mixtures containing Category X, Y or Z substances shall be complied with.

(16) Ships carrying Category X cargoes within the scope of MARPOL Annex II or Category Y cargoes with high viscosity, or which can solidify are obliged to pre-wash the cargo tanks they

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discharged from the discharge port to purify them from cargo wastes and deliver their wastes to the waste reception facility.

(17) If the ships carrying Category Y or Z cargoes do not discharge their cargo in accordance with the evacuation guide (Procedures and Arrangement Manual), the model of which is explained in MARPOL Annex II Appendix 4, or if the alternative measures to be taken are not approved by the port authority, the cargo tanks that they have evacuated before departing from the discharge port are not loaded into the cargo tanks. To purify their waste, they have to pre-wash and give their waste to the waste reception facility.

(18) Pre-washing is carried out under a procedure prepared in accordance with MARPOL Annex II Attachment 6, approved by the authorized classification societies for classed ships, and under a procedure approved by the competent authority of the flag state for non-classified ships. Administration may grant exemption for pre-washing.

(19) MSDS will be provided before handling starts. In addition, it will be evaluated within the scope of IMDG-CODE and IMSBC-CODE, and when necessary, measures to be taken regarding dangerous goods will be determined and will be ready for use at any time.

#### **4. CLASSIFICATIONS, TRANSPORTATION, LOADING/DISCHARGE, HANDLING, SEPARATION, STACKING AND STORAGE OF DANGEROUS GOODS**

In Eti Bakir Port Facility, oil and petroleum products, liquefied gas (LGP-LNG), compressed natural gas (CNG) and chemical and similar liquid dangerous cargoes are loaded/discharged. Packaged cargoes, solid bulk cargoes, scrap cargoes, explosives, radioactive cargoes, infectious cargoes, and fumigated cargoes are not loaded/discharged.

Since packaged cargoes and solid bulk cargoes are not loaded or handled at the port facility, packages and packages of dangerous goods, placard brands and labels related to dangerous goods, signs and packaging groups of dangerous goods, separation tables at the ship and port facility, separation distances and terms in warehouses are not included in the guide. For general information, placards, brands, signs, and separation distances related to dangerous goods are discussed in Annex-21. In addition, the Dangerous Goods Handbook contains the necessary information on this issue.

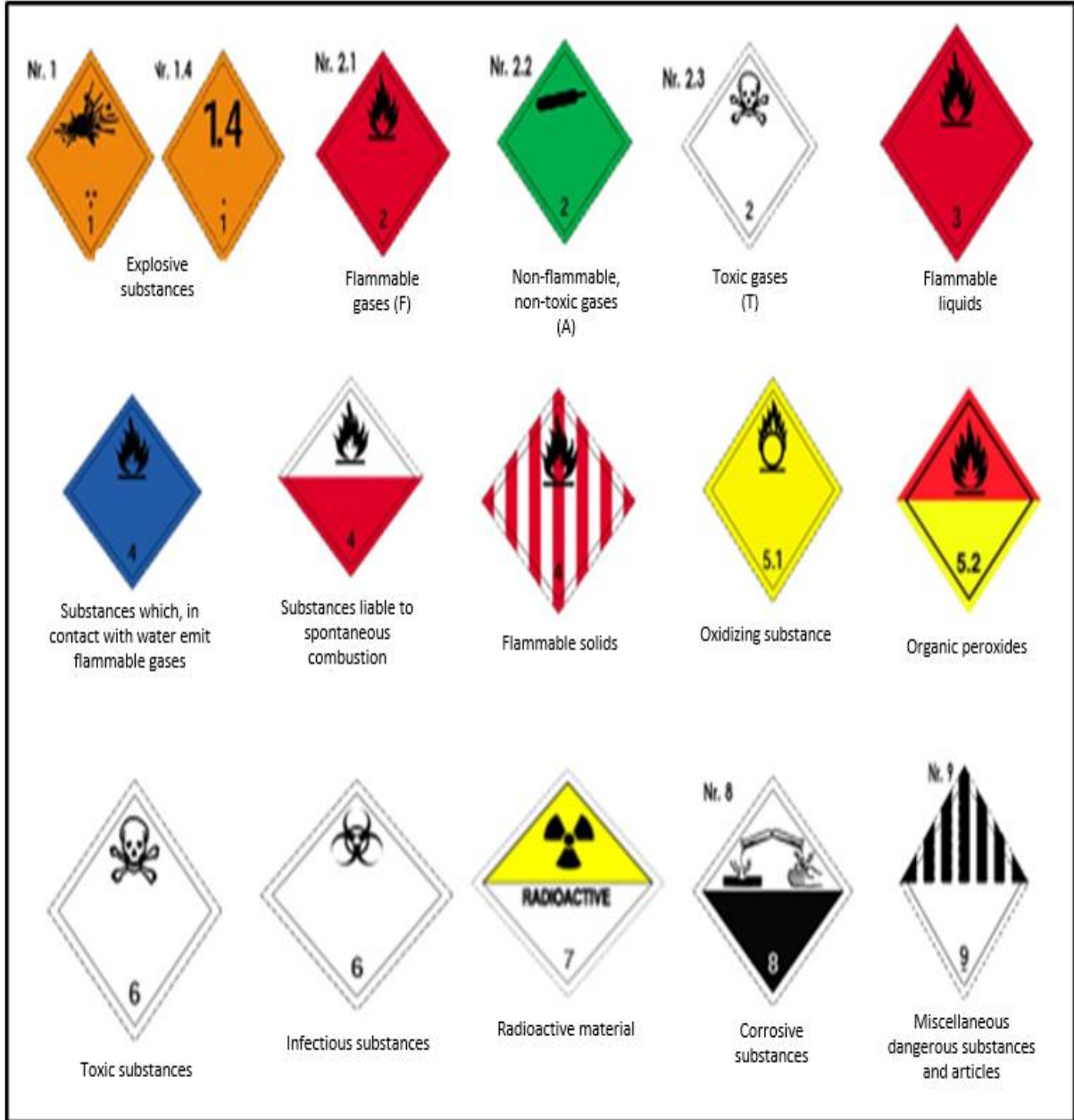
##### **Classes of Dangerous Goods**

a. Dangerous goods: These are chemical, biological, radioactive, nuclear environment due to their natural characteristics or their conditions during transportation.

b. IMDG Code; divides dangerous goods into nine important risk classes between 1 and 9. Dangerous goods are divided into 9 categories (classes) depending on their damage. Five of these classes (1, 2, 4, 5 and 6th grades) are subdivided or subclassed. Class 3, Class 7, Class 8, Class 9 Dangerous goods are not divided into subclasses. The same classification system is used by all modes of transport.

#### **DANGEROUS GOOD CLASSES AND DIVISIONS**






<b>CLASS 1</b>	<b>Explosives</b> *Division 1.1 Mass Explosive Hazard * Division 1.2 Projection Hazard * Division 1.3 Fire and/or Minor Blast/Minor Projection Hazard * Division 1.4 Minor Explosion Hazard * Division 1.5 Very Insensitive with Mass Explosion Hazard * Division 1.6 Extremely Insensitive; No Mass Explosion Hazard
<b>CLASS 2</b>	<b>Gases</b> * Division 2.1 Flammable Gases * Division 2.2 Non-flammable Gases * Division 2.3 Toxic Gases
<b>CLASS 3</b>	<b>Flammable Liquids</b>
<b>CLASS 4</b>	<b>Flammable Solids</b> * Division 4.1 Flammable Solids * Division 4.2 Spontaneously Combustible * Division 4.3 Dangerous When Wet
<b>CLASS 5</b>	<b>Oxidizing Substances and Organic Peroxides</b> * Division 5.1 Oxidizing Substances * Division 5.2 Organic Peroxides
<b>CLASS 6</b>	<b>Toxic Substances and Infectious Substances</b> * Division 6.1 Toxic Substances * Division 6.2 Infectious Substances
<b>CLASS 7</b>	<b>Radioactive Materials</b>
<b>CLASS 8</b>	<b>Corrosives (Liquids and Solids)</b>
<b>CLASS 9</b>	<b>Miscellaneous Hazardous Materials</b>



Dangerous goods to be loaded/discharged in Eti Bakir Port Facility are given in the chart below.

UN NO	APPROPRIATE SHIPMENT NAME	CLASS	C. CODE	PK. GRP.	LABEL
1005	AMMONIA, ANHYDROUS	2.3	2TC		2.3
1805	PHOSPHORIC ACID, SOLUTION	8	C1	III	8
1830	SULPHURIC ACID (CONTAINING MORE THAN 51% ACID)	8	C1	II	8
1965	HYDROCARBON GAS MIXTURE, LIQUEFIED, N.O.S.	2	2F		2.1
1202	DIESEL FUEL	3	F1	III	3
1203	GASOLINE	3	F1	II	3

### CLASS 2: GASES

Danger label:			Additional dangers:	
Nr. 2.1  Flammable gases (F)	Nr. 2.2  Non-flammable, non-toxic gases (A)	Nr. 2.3  Toxic gases (T)	Nr. 5.1  Oxidizing substances (O)	Nr. 8  Corrosive substances (C)






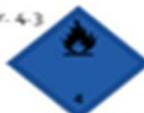

Classification Codes (A, O, F, T, C, TFC, TOC) / They are not divided into packaging groups.

### CLASS 3: FLAMMABLE LIQUIDS

Danger label:	Additional dangers:	
Nr. 3  Flammable liquids	Nr. 6.1  Toxic substances	Nr. 8  Corrosive substances

Packaging group I, II, III (high, medium, low, hazardous)

### CLASS 8: CORROSIVE SUBSTANCES

Danger label:	Additional dangers:			
Nr. 8  Corrosive substance	Nr. 3  Flammable liquids	Nr. 4.1  Flammable solids	Nr. 4.2  Substances liable to spontaneous combustion	Nr. 6.1  Toxic substances
	Nr. 4.3  Substances liable to spontaneous combustion	Nr. 5.1  Oxidizing substances		

Packaging group I, II, III (Highly corrosive, corrosive, less corrosive)



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<b>Matter</b>	AMMONIA, ANHYDRID
<b>UN Number</b>	1005
<b>HIN</b>	268
<b>Hazard Label</b>	2.3+8
<b>Hazard Class</b>	2
<b>Classification Code</b>	2TC

### Emergency Response Information

#### TOXIC CORROSIVE GAS, LIQUEFIED OR DISSOLVED UNDER PRESSURE

##### 1. Features.

- Corrosive, irritating to skin, eyes, and respiratory tract.
- Toxic by inhalation or if absorbed through the skin.
- It's not flammable.
- absorbed by a water mist or spray.

##### 2. Hazards.

- May react in fire, producing toxic or irritating gases or fumes.
- Heating the vessels, along with the increase in pressure, causes the vessels to crack-split and immediately emit a cloud of toxic and corrosive (corrosive) vapor that will create a pressure wave.
- Eye contact with substance causes frostbite and serious damage
- It can react with metals and produce hydrogen, creating explosive mixtures with air.
- The gas is invisible and can enter sewers, basements, and closed-narrow spaces.

##### 3. Personal Protection.

- gas-tight clothing
- Insulated underwear and thick cloth or leather gloves.

##### 4. Intervention Actions.

###### 4.1 General.

- PUBLIC SAFETY HAZARD - Warn nearby residents to stay home by closing windows and doors. Stop the vents. Plan public evacuation in case of imminent danger.
- wind at your back. Put on your protective clothing before entering the danger zone.
- Minimize the number of people in the danger zone.
- Warn persons in basements, sewers, and other similar areas to exit and re-enter.

###### 4.2 Spill.

- If possible, stop the leak
- Contain the spread with the means available.
- Lower or disperse the vapor cloud with water spray
- Avoid unnecessary run-offs that will cause pollution.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

###### 4.3 Fire (which also affects the load).

- Cool the containers with water.
- Fight fire from a protected location to reduce personal risk. Use an unmanned response system or a launch.



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- Keep fire fumes down by applying water spray if possible.
- Avoid polluting the environment by using more fire extinguishers than necessary.

### **5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of water.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- Avoid mouth-to-mouth artificial respiration. Preferably use equipment that supplies oxygen or air.
- Thaw frozen areas carefully with cold water.

### **6. Basic Precautions for Product Collection.**

- Do not use standard cleaning/recovery equipment. Contact an expert.

### **7. Precautions for Cleanup/Collection of Material.**

#### **7.1 Undressing.**

- Rinse contaminated clothing and respirator with water before removing.
- Wear self-contained breathing apparatus and chemical protective clothing when helping responders undress or using contaminated equipment.
- Control the spread of contaminated waste.

#### **7.2 Cleaning of Equipment.**

- Get expert advice before leaving the scene.

<b>Matter</b>	GAS OIL or DIESEL FUEL or HEATING OIL, LIGHT
<b>UN Number</b>	1202
<b>HIN</b>	30
<b>Hazard Label</b>	3
<b>Hazard Class</b>	3
<b>Classification Code</b>	F1
<b>Packaging Group</b>	III

### **Emergency Response Information**

#### **FLAMMABLE LIQUID**

##### **1. Features.**

- Dangerous to eyes and respiratory tract.
- Flash point between 23°C and 60°C (or above 60°C but product is carried above flash point).
- It can heat up by itself.
- It is immiscible or partially miscible with water (less than 10%), lighter than water.

##### **2. Hazards.**

- Heating the containers, together with the increase in pressure, creates the risk of rupture, cracking and explosion of the containers.
- toxic and irritating fumes when heated or burned.

- May form explosive mixture with air in high temperature environments.
- It may cause sudden burning.
- Vapors may not be visible and are heavier than air. It can spread to ground level and enter drains and basements.

**3. Personal Protection.**

- Scuba respirator.
- Protective clothing from chemicals in case of personal risk
- Wear normal firefighting clothing as underwear.

**4. Intervention Actions.****4.1 General.**

- Take the wind at your back
- Do not smoke, eliminate sources of ignition.
- Minimize the number of people in the danger zone.

**4.2 Spill.**

- If possible, stop the leak
- Contain the spread with the means available.
- Check explosion limits.
- Use non-sparking and safe equipment.
- Absorb material into sand, earth or other suitable material or cover with foam.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

**4.3 Fire (which also affects the load).**

- Cool containers with water.
- With foam - extinguish the fire with a dry powder extinguisher, protect with a layer of foam.
- Do not use pressurized water or water spray (mist) to extinguish.
- Keep fire fumes down by applying water spray if possible.
- Avoid polluting the environment by using more fire extinguishers than necessary.

**5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- In case of burns, immediately cool the burned skin with cold water for as long as possible. If the garment is stuck to the skin, do not remove the garment.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of soap and water.

**6. Basic Precautions for Product Collection.**

- Ground the pump equipment.
- Use a flameproof pump. If the pump is powered by electricity, use at least a Class T3 pump.
- Use mineral oil resistant equipment.
- Collect spillage in ventilated containers with absorbent filters.





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### 7. Precautions for Cleanup/Collection of Material.

#### 7.1 Undressing.

- Wash with water/detergent before removing contaminated clothing and respirator.
- Wear self-contained breathing apparatus and chemical protective clothing when helping responders undress or using contaminated equipment.
- Control the spread of contaminated waste.

#### 7.2 Cleaning of Equipment.

- Wash equipment with water/detergent before transporting it from the scene.

<b>Matter</b>	ENGINE FUEL or GASOLINE or PETROLEUM
<b>UN Number</b>	1203
<b>HIN</b>	33
<b>Hazard Label</b>	3
<b>Hazard Class</b>	3
<b>Classification Code</b>	F1
<b>Packaging Group</b>	II

### **Emergency Response Information**

#### **HIGHLY FLAMMABLE LIQUID**

##### 1. Features.

- It emits dangerous fumes.
- is below 23°C.
- Dangerous to eyes and respiratory tract.
- It is immiscible or partially miscible with water (less than 10%), lighter than water.

##### 2. Hazards.

- Heating the containers, together with the increase in pressure, creates the risk of rupture, cracking and explosion of the containers.
- May form explosive mixture with air.
- toxic and irritating fumes when heated or burned.
- Vapors may not be visible and are heavier than air. It can spread to ground level and enter drains and basements.
- It may cause fainting and loss of consciousness.

##### 3. Personal Protection.

- Scuba respirator.
- Protective clothing from chemicals in case of personal risk
- Wear normal firefighting clothing as underwear.

##### 4. Intervention Actions.

###### 4.1 General.

- Take the wind at your back
- Do not smoke, eliminate sources of ignition.
- PUBLIC SAFETY HAZARD - Warn nearby residents to stay home by closing windows and doors. Stop the vents. Plan public evacuation in case of imminent danger.
- Minimize the number of people in the danger zone.

**4.2 Spill.**

- If possible, stop the leak
- Contain the spread with the means available.
- Check explosion limits.
- Use non-sparking and safe equipment.
- Absorb material into sand, earth or other suitable material or cover with foam.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

**4.3 Fire (which also affects the load).**

- Cool the containers with water.
- With foam - extinguish the fire with a dry powder extinguisher, protect with a layer of foam.
- Do not use pressurized water or water spray (mist) to extinguish.
- Keep fire fumes down by applying water spray if possible.
- Avoid polluting the environment by using more fire extinguishers than necessary.

**5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- In case of burns, immediately cool the burned skin with cold water for as long as possible. If the garment is stuck to the skin, do not remove the garment.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of soap and water.

**6. Basic Precautions for Product Collection.**

- Ground the pump equipment.
- Use a flameproof pump. If the pump is powered by electricity, use at least a Class T3 pump.
- Use mineral oil resistant equipment.
- Collect spillage in ventilated containers with absorbent filters.

**7. Precautions for Cleanup/Collection of Material.****7.1 Undressing.**

- Wash with water/detergent before removing contaminated clothing and respirator.
- Wear self-contained breathing apparatus and chemical protective clothing when helping responders undress or using contaminated equipment.
- Control the spread of contaminated waste.

**7.2 Cleaning of Equipment.**

- Wash equipment with water/detergent before transporting it from the scene.

**Matter**

HYDROCARBON GAS MIXTURE, LIQUEFIED, such as NOS A, A01, A02, A0, A1, B1, B2, B or C mixtures

**UN Number**

1965

**HIN**

23

**Hazard Label**

2.1



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**Hazard Class** 2

**Classification Code** 2F

### Emergency Response Information

#### FLAMMABLE LIQUEFIED GAS

##### 1. Features.

- Creates explosive mixture with air.
- Asphyxiating: gas can suffocate without symptoms.

##### 2. Hazards.

- Heating the containers, together with the increase in pressure, causes cracking of the containers and the spread of immediately flammable vapor cloud (BLEVE risk) causing explosion (VCE) and pressure wave.
- toxic and irritating fumes when heated or burned.
- The gas is invisible and can enter sewers, basements, and closed-narrow spaces.

##### 3. Personal Protection.

- Scuba respirator.
- Protect responders from radiated heat with a water mist screen or other heat shielding measures.

##### 4. Intervention Actions.

###### 4.1 General.

- Take the wind at your back
- Do not smoke, eliminate sources of ignition.
- PUBLIC SAFETY HAZARD - Warn nearby residents to stay home by closing windows and doors. Stop the vents. Plan public evacuation in case of imminent danger.
- Minimize the number of people in the danger zone.
- Warn persons in basements, sewers, and other similar areas to exit and re-enter.

###### 4.2 Spill.

- If possible, stop the leak
- Contain the spread with the means available.
- Check explosion limits.
- Use non-sparking and safe equipment.
- Disperse or lower fire fumes by applying water spray but avoid contact of the liquid with water.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

###### 4.3 Fire (which also affects the load).

- Cool the containers with water.
- If it is not dangerous, stop the gas supply.
- DO NOT extinguish fugitive gas flames UNLESS ABSOLUTELY NEEDED.
- Fight fire from a protected location to reduce personal risk. Use an unmanned response system or a launch.
- fire with water mist (spray) or dry powder extinguisher.
- Do not use pressurized water to extinguish.
- Keep fire fumes down by applying water spray if possible.



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- Avoid polluting the environment by using more fire extinguishers than necessary.
- Cool the containers with water.

### **5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of water.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- In case of burns, immediately cool the burned skin with cold water for as long as possible. If the garment is stuck to the skin, do not remove the garment.

### **6. Basic Precautions for Product Collection.**

- Do not use standard cleaning/recovery equipment. Contact an expert.

### **7. Precautions for Cleanup/Collection of Material.**

#### **7.1 Undressing.**

- Remove contaminated clothing and respirator as soon as possible and before leaving the scene.

#### **7.2 Cleaning of Equipment.**

- Flush equipment with water before transporting it from the scene.

<b>Matter</b>	PHOSPHORIC ACID, SOLUTION
<b>UN Number</b>	1805
<b>HIN</b>	80
<b>Hazard Label</b>	8
<b>Hazard Class</b>	8
<b>Classification Code</b>	C1
<b>Packaging Group</b>	III

### **Emergency Response Information**

#### **CORROSIVE (CORROSIVE) SUBSTANCE**

##### **1. Features.**

- Corrosive, irritating to skin, eyes, and respiratory tract.
- point above 60°C OR Not flammable.

##### **2. Hazards.**

- Heating the containers, together with the increase in pressure, creates the risk of rupture, cracking and explosion of the containers.
- It also produces corrosive (corrosive) and irritating fumes when burning.
- It can react with metals and produce hydrogen, creating explosive mixtures with air.
- Vapors may not be visible and are heavier than air. It can spread to ground level and enter drains and basements.

##### **3. Personal Protection.**

- Chemical protective clothing
- Scuba respirator.
- Gas-tight clothing near the substance and its vapors

#### **4. Intervention Actions.**

##### **4.1 General.**

- Take the wind at your back. Put on your protective clothing before entering the danger zone.

##### **4.2 Spill.**

- If possible, stop the leak
- Dilute spillage with water spray to reduce hazard. Control the residual waters with the means at hand.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

##### **4.3 Fire (which also affects the load).**

- Cool the containers with water.
- Extinguish fire with water mist (spray).
- Do not use pressurized water to extinguish.
- Keep fire fumes down by applying water spray if possible.
- Avoid polluting the environment by using more fire extinguishers than necessary.

#### **5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of water.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- Avoid mouth-to-mouth artificial respiration. Preferably use equipment that supplies oxygen or air.

#### **6. Basic Precautions for Product Collection.**

- Use acid-proof equipment.
- Collect spillage in ventilated containers with absorbent filters.

#### **7. Precautions for Cleanup/Collection of Material.**

##### **7.1 Undressing.**

- Rinse contaminated clothing and respirator with water before removing.
- Wear self-contained breathing apparatus and chemical protective clothing when helping responders undress or using contaminated equipment.

##### **7.2 Cleaning of Equipment.**

- Flush equipment with water before transporting it from the scene.

**Matter** SULFURIC ACID More than 51% acid

**UN Number** 1830

**HIN** 80

**Hazard Label** 8

**Hazard Class** 8

**Classification Code** C1

**Packaging Group** II

**Emergency Response Information****CORROSIVE (CORROSIVE) SUBSTANCE****1. Features.**

- Corrosive, irritating to skin, eyes, and respiratory tract.
- Violent reaction with water may occur due to excessive use of water.
- point above 60°C OR Not flammable.

**2. Hazards.**

- Heating the containers, together with the increase in pressure, creates the risk of rupture, cracking and explosion of the containers.
- It also produces corrosive (corrosive) and irritating fumes when burning.
- It can react with metals and produce hydrogen, creating explosive mixtures with air.
- Vapors may not be visible and are heavier than air. It can spread to ground level and enter drains and basements.

**3. Personal Protection.**

- Chemical protective clothing
- Scuba respirator.
- Gas-tight clothing near the substance and its vapors

**4. Intervention Actions.****4.1 General.**

- wind at your back. Put on your protective clothing before entering the danger zone.
- Minimize the number of people in the danger zone.

**4.2 Spill.**

- If possible, stop the leak
- Dilute spillage with water spray to reduce hazard. Control the residual waters with the means at hand.
- If the substance has entered a water source or sewer, notify the responsible authority.
- Ventilate sewers and basements if there is no risk to persons.

**4.3 Fire (which also affects the load).**

- Cool the containers with water.
- Extinguish fire with water mist (spray).
- Do not use pressurized water to extinguish.
- Keep fire fumes down by applying water spray if possible.
- Avoid polluting the environment by using more fire extinguishers than necessary.

**5. First aid.**

- If the substance enters the eyes, rinse with plenty of water for at least 15 minutes and seek medical advice immediately.
- Immediately remove the contaminated clothing and wash the skin contact areas with plenty of water.
- Seek immediate medical attention to anyone who is exposed to the substance or inhales the fumes. Give all available information.
- Avoid mouth-to-mouth artificial respiration. Preferably use equipment that supplies oxygen or air.

**6. Basic Precautions for Product Collection.**

- Use acid-proof equipment.

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- Collect spillage in ventilated containers with absorbent filters.

## **7. Precautions for Cleanup/Collection of Material.**

### **7.1 Undressing.**

- Rinse contaminated clothing and respirator with water before removing.
- Wear self-contained breathing apparatus and chemical protective clothing when helping responders undress or using contaminated equipment.

### **7.2 Cleaning of Equipment.**

- Flush equipment with water before transporting it from the scene.

## **5. HANDBOOK FOR DANGEROUS GOODS HANDLED AT PORT FACILITY**

"Dangerous Goods Handbook", an example of which is given in the Annex-10, has been prepared and presented to the use of the relevant parties to learn and recognize the hazardous cargo classes and labels, signs, dangerous load segregation rules by the relevant port facility personnel.

## **6. OPERATIONAL ISSUES**

### **6.1 Procedures for the Safe Berthing, Mooring, Loading/Discharging, Sheltering and Anchoring of Ships Carrying Hazardous Cargoes at Day and Night**

#### **6.1.1 Entering the Port Area**

- a) The captain of a ship carrying dangerous goods must do the following before entering the Port Area.
- ✓ Should prepare all the personnel for the loading and evacuation of dangerous goods in the port area and the legal and administrative obligations regarding ships carrying dangerous goods,
  - ✓ Check the suitability of the ship in terms of machinery, apparatus, and equipment,
  - ✓ Evaluates the possibilities against damage or leakage of dangerous cargo and its contents,
  - ✓ Informs the relevant port authority about the unsuitable machinery, apparatus and equipment in the ship, damage or leakage of dangerous cargo and protection system errors that will endanger the environment, property, and life.
- b) The captain of a ship carrying dangerous goods while entering the Port Area should do the following unless otherwise requested by the port authority.
- ✓ Maintains the communication by establishing communication with the port authorities on the VHF channel,
  - ✓ The Bravo signal flag during the day and red light visible from all directions at night, will be displayed.
- c) Safety Shifts:
- ✓ Captain of the ship should establish an appropriate cruise shift at the entrance/exit to the port and deck and machinery safety shifts during the loading/unloading period,
  - ✓ Captain of the ship should decide for safe watches, considering all aspects of the subject and the amount of dangerous cargo stored.
- d) Docking: Should continuously show the appropriate danger signs in the port area if it is at the pier unless requested by the Port Authority.

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e) During the stay at the port.

- ✓ For emergencies, there must be a spare rope that is hand-tacked to the ship's side with sufficient slack at the fore and aft of the ship and can be easily salvaged in an emergency. One end of the towing rope should be extended from the deck to the water level and should be kept ready by being fixed in a way that it can be used at any time by being released in any dangerous situation.
- ✓ Anchorage equipment should be available so that it can be anchored in case of any emergency.

f) Captain of the ship should always keep the ship's machinery ready for the safety of the ship or the proper storage of the cargo or ship ballast handled and should not allow any smoke from gas or boiler pipes unless permitted by the port authorities.

- ✓ Captain of the ship should provide safe entry and exit between the ship and the shore.

g) Emergency procedures:

- ✓ While the ship's captain is at the pier, he/she must keep himself/herself, his/her officers, and his/her crew ready to implement the emergency response procedures he/she will establish.
- ✓ The ship's captain should consider the necessary arrangements for safe and quick departure, bearing in mind the content of the dangerous cargo and any special situation that may occur on the deck.
- ✓ The ship's captain should establish emergency response procedures on board to control / prevent incidents involving dangerous cargo and again ensure that officers and personnel are properly trained to perform / accomplish such emergency response procedures.

h) Emergency information procedures: The captain of a ship carrying dangerous goods should keep the following information in the same place in addition to the information specified in the SOLAS contract paragraph II-2 / 15.2.4.2.

- ✓ A list of dangerous cargo carried on board
- ✓ A list of dangerous cargo discharged at the port facility area
- ✓ In addition to the emergency response procedures required for dangerous cargo, the captain of the ship should keep appropriate safety information easily accessible. This type of information includes the EmS Guide (Emergency Response Procedures for Ships Carrying Dangerous Goods), the Medical First Aid Guide (MFAG) used in incidents involving dangerous goods, and safety information papers, which are used in connection with the transport documents.
- ✓ Captain of the ship should ensure that deck watchman is informed about the exact numbers and status of the crew both on board and land as well as visitors/passengers. (This measure ensures that the exact number of the crew on the ship or on the shore or resting in the cabins in an accident or emergency.)

i) Fire Precautions: The ship's captain should.

- ✓ Ensure the detection of areas where smoking is prohibited.
- ✓ Ensure that the areas where smoking is prohibited are appointed clearly in illustrated diagrams in important areas and that the areas where smoking is free do not pose any danger. (Considering that the dangerous cargo transported has a risk of fire and explosion, it should be accounted empty tanks may still contain residues and might contain flammable vapors and pose a risk.)



- ✓ Make sure that the equipment or tools used to check whether there is flammable or explosive in an area or an empty place, do not cause fire or explosion.
  - ✓ Make sure that the equipment or tools to be used, including any sampling or measurement device, are safe, portable electrical equipment that can be used in a flammable atmosphere without causing fire or explosion if there is a possibility of a flammable or explosive substance in an area or an empty place.
  - ✓ Make sure that electrical equipment is not used indiscriminately or accidentally in areas where flammable atmospheres may occur.
  - ✓ Ensure that a fire station, which is sufficient and suitably tested, is established, and kept ready for the dangerous cargo on board, and that the relevant personnel are trained in firefighting and arranges practices and fire drills in this regard.
- i) Environmental Protection: The ship's captain should.
- ✓ Make sure that all measures are taken to prevent the dangerous cargo from being released accidentally to the environment.
  - ✓ Ensure that all the scupper holes are well closed and that the absorbent and disposal materials are kept ready and properly used, considering the safety of the ship and its personnel.
  - ✓ Ensure that the appropriate precautions are taken during the cleaning of the spill site for the spilled hazardous substance.
  - ✓ To prevent the accidental release of dangerous cargo to the environment, it is of utmost importance to have highly trained personnel with sufficient knowledge about the risks arising from the dangerous cargo carried, and the use of correct and safe response procedures in hazardous substance accidents. Personnel should be regularly trained to use the correct and safe equipment.
- j) Reporting of accidents: The ship's captain should.
- ✓ Ensure; If there is an accident that endangers the safety of the ship's crew or other ships in the port facility or the port facility or the property or the environment due to the loading/unloading of the dangerous cargo, the personnel responsible for the loading/unloading should immediately stop the operation until adequate safety measures are taken.
  - ✓ Remind all personnel of their obligation to report the accidents that may occur during the loading/unloading of dangerous goods to the personnel responsible for the operation and the port authorities.
  - ✓ It is essential to report the accident accurately and completely to the emergency response center in shortest time to provide immediate and effective reaction, medical assistance for the injured personnel and reduce damages.

### 6.1.2 Port Facility

- a) Mooring to The Pier: Port facility operator; should ensure sufficient and safe anchoring facility (depth and sufficient safe area etc.) and the establishment of adequate and safe transportation between the ship and the port facility.
- b) Control – Inspection: When Dangerous Goods are opened for the control of the contents by authorized personnel, the port facility operator should ensure that the personnel assigned to open it are aware of the possible dangers that may arise due to the dangerous cargo.

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c) Classification, Packaging, Marking, Labelling, Placement and Certification: Port facility operator should ensure that when dangerous cargo enters its premises, the cargo related person must be certified / approved in accordance with the relevant national and international requirements.

d) Safe Handling and Separation: The port facility operator assigns at least one authorized personnel who has sufficient knowledge of national and international legal requirements for the loading / unloading of hazardous substances.

e) Emergency Procedures: The port facility operator should ensure that appropriate emergency arrangements are made and bring them to the attention of those concerned. These regulations should cover the following.

- ✓ Determination of the appropriate emergency operation area (Operation center / unit where the response operation will be managed in case of an emergency)
- ✓ Notifying the accident or emergency to the appropriate emergency services inside or outside the facility verbally firstly and then in accordance with the accident notification procedure and form specified in the Annex 16,
- ✓ Notification of the accident or emergency to the port authority or to the relevant parties from land or sea part of the port facility area,
- ✓ Availability of emergency response equipment specified in the Annex 14 according to the requirements of hazardous substances being loaded / unloaded,
- ✓ Making coordinated arrangements in accordance with the procedures specified in the Port Operation Instruction in any emergency for the release of the ship / emergency departure from the pier,
- ✓ Making sure that arrangements are made to ensure safe entry and always exit to the ship and the port facility.

f) Emergency Information: The port facility operator should.

- ✓ Have a list available containing the amount of dangerous cargo in their tanks and the name of the shipment, if any, the secondary risk, if present, and a list of the emergency services currently available.
- ✓ Ensure that the emergency response procedures of the facility or pier and the emergency telephone numbers of the facility or pier are hung on tanks or areas where hazardous substances are loaded / unloaded or in certain places that are easily visible.
- ✓ Clearly mark the fire and spill fighting equipment and stations and ensure that the signs are hung in appropriate positions to attract the attention of the concerned parties.
- ✓ Inform the ship's captain about the emergency procedures in effect in the port facility area and the services at the pier.

g) Fire Precautions: The port facility operator should.

- ✓ Ensure that the fire department and emergency services can be reached from anywhere on the pier at any time,
- ✓ Ensure that the establishment of audible and visible alarms for emergency use in the port facility area, in other words, to establish rapid communication with emergency services,
- ✓ Ensure that the pier is suitably equipped to provide the water required for firefighting compatible with ship equipment within the scope of ship/shore contact arrangements in accordance with international standards for ships of 500 tons and above, regardless of the year of construction,

- ✓ Ensure that all areas where loading/unloading operations of hazardous cargo are carried out are kept clean and dry,
  - ✓ Ensure that the ship captain is informed about the locations of the nearest emergency services that can be called before loading/unloading dangerous cargo,
  - ✓ Ensure that the fire balls are rotated towards the manifold on the dock and the ship, during loading,
  - ✓ Ensure that the lighting and other electrical equipment at the pier where the dangerous cargo is located is equipped with materials that are safe against flammable and explosive environments.
  - ✓ Determine the areas where smoking is prohibited.
  - ✓ Ensure that the areas where smoking is prohibited are designated with illustrated diagrams, hung in a clearly visible way in important areas and that the areas where smoking is free do not pose any danger, (Considering that the dangerous cargo being transported has a risk of fire and explosion, it should be accounted empty tanks may still contain residues and might contain flammable vapors and pose a risk.)
  - ✓ Make sure that the equipment or tools used to check whether there is flammable or explosive matter in an area or an empty place, do not cause fire or explosion.
  - ✓ Ensure that, if there is possibility of a flammable or explosive material being present in an area or an empty place, the equipment, or tools to be used for sampling or measurements, are safe portable electrical equipment that can be used in a flammable atmosphere without causing fire or explosion, and no electrical equipment is used haphazardly or unintentionally in areas where a flammable atmosphere may occur.
- h) Firefighting: The port facility operator establishes and maintains a sufficient and suitably tested fire station in accordance with the requirements of the regulatory authority of the region where the loading / unloading is made and ensures that the relevant personnel are trained in firefighting and make sure they practice and conduct fire drills. In addition, the fire line is tested by an independent accredited organization every 5 years and the result report is shared with the Port Authority.
- i) Measures on environmental protection: The port facility operator should.
- ✓ Ensure the loading/unloading of hazardous substances in accordance with the requirements of the regulatory authority of the region.
  - ✓ Not do the loading/unloading of any damaged pipeline or tank used in the evacuation of dangerous substances, unless it is ensured that it is made suitable and safe in all aspects in accordance with the regulations of the regulatory authority.
  - ✓ Ensure that appropriate precautions for the spilled hazardous substances are taken during the cleaning of the spillage area. To prevent the accidental release of hazardous substances to the environment, it is of utmost importance to use correct and safe response procedures in hazardous material accidents by well-qualified and trained personnel who have sufficient knowledge about the risks that might arise from the dangerous cargo transport. Personnel should be regularly trained to use the correct and safe equipment.
  - ✓ Keep spare large-scale drums, absorbents or cleaning equipment, equipment to prevent the spread of liquid hazardous cargo (discharge preventers, absorbents, and oil barriers etc.) ready at the dock and pump house and train the relevant personnel regularly in the correct and safe use of equipment.

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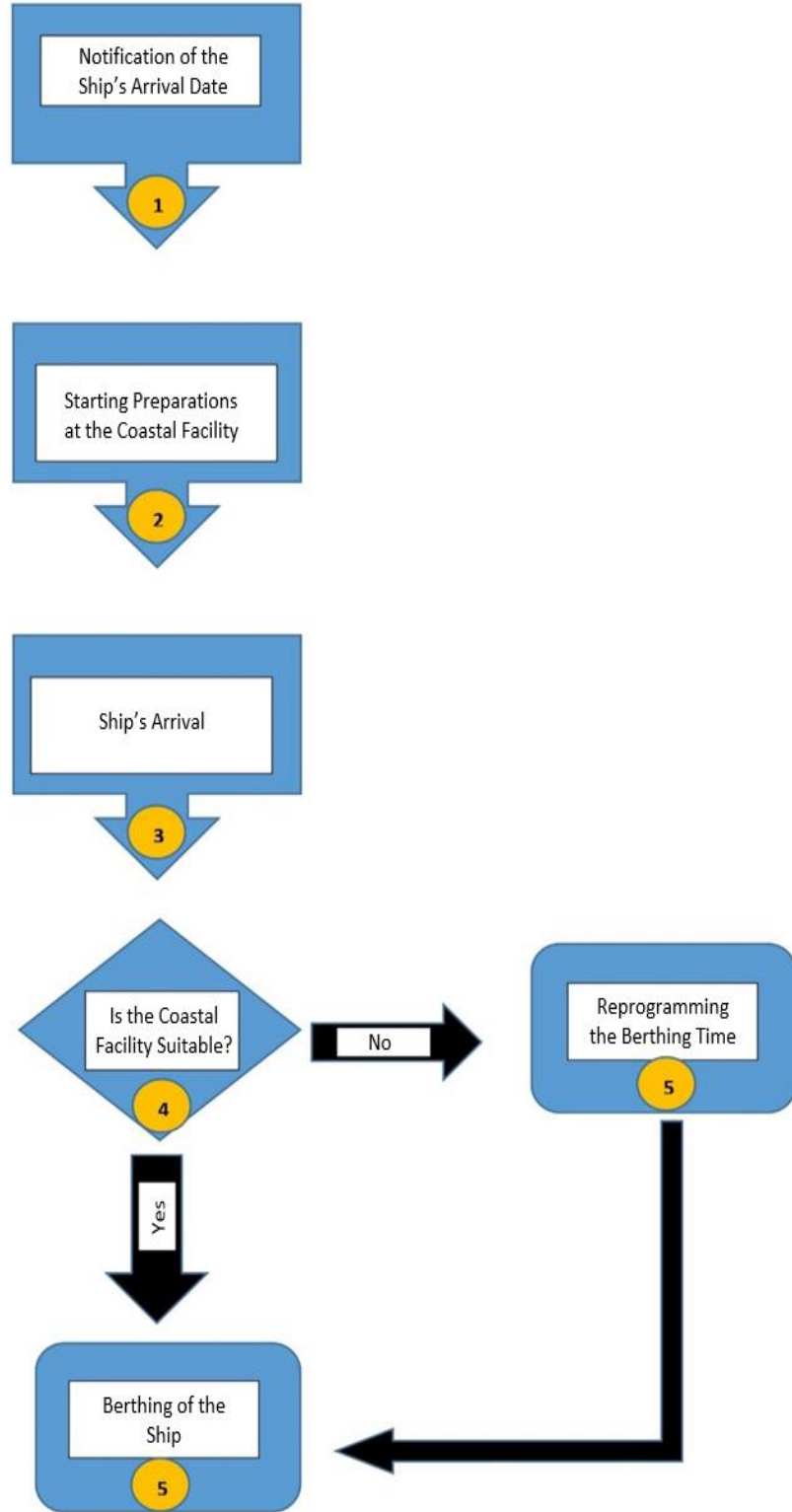
## **6.2 Procedures for Additional Measures Required to be Taken According to Seasonal Conditions for Loading/Unloading and Transshipment Operations of Hazardous Substances**

- a) Hazardous materials can generally be affected by high temperature (in summer), rain and strong wind (valid all year) depending on the season. The port facility is rarely exposed to snow and icing during the winter months due to its geographical location.
- b) In heavy rain, stormy, restricted weather conditions, and weather conditions with a possibility of lightning, loading/unloading operations will be suspended, considering personnel safety.
- c) In case of snow and icing, loading / unloading operations are not allowed until the slippery environment is disposed of, and operations are carried out at the safest speed when the environment is safe.
- d) Procedures regarding this matter are specified in the ship shore safety check list.

## **6.3 Procedures for Keeping Flammable, Combustible and Explosive Cargoes Away from Operations That Create/Can Create Sparks and Operating Tools, Equipment or Instruments That Create/Can Create Sparks in Hazardous Cargo Handling, Stacking and Storage Areas**

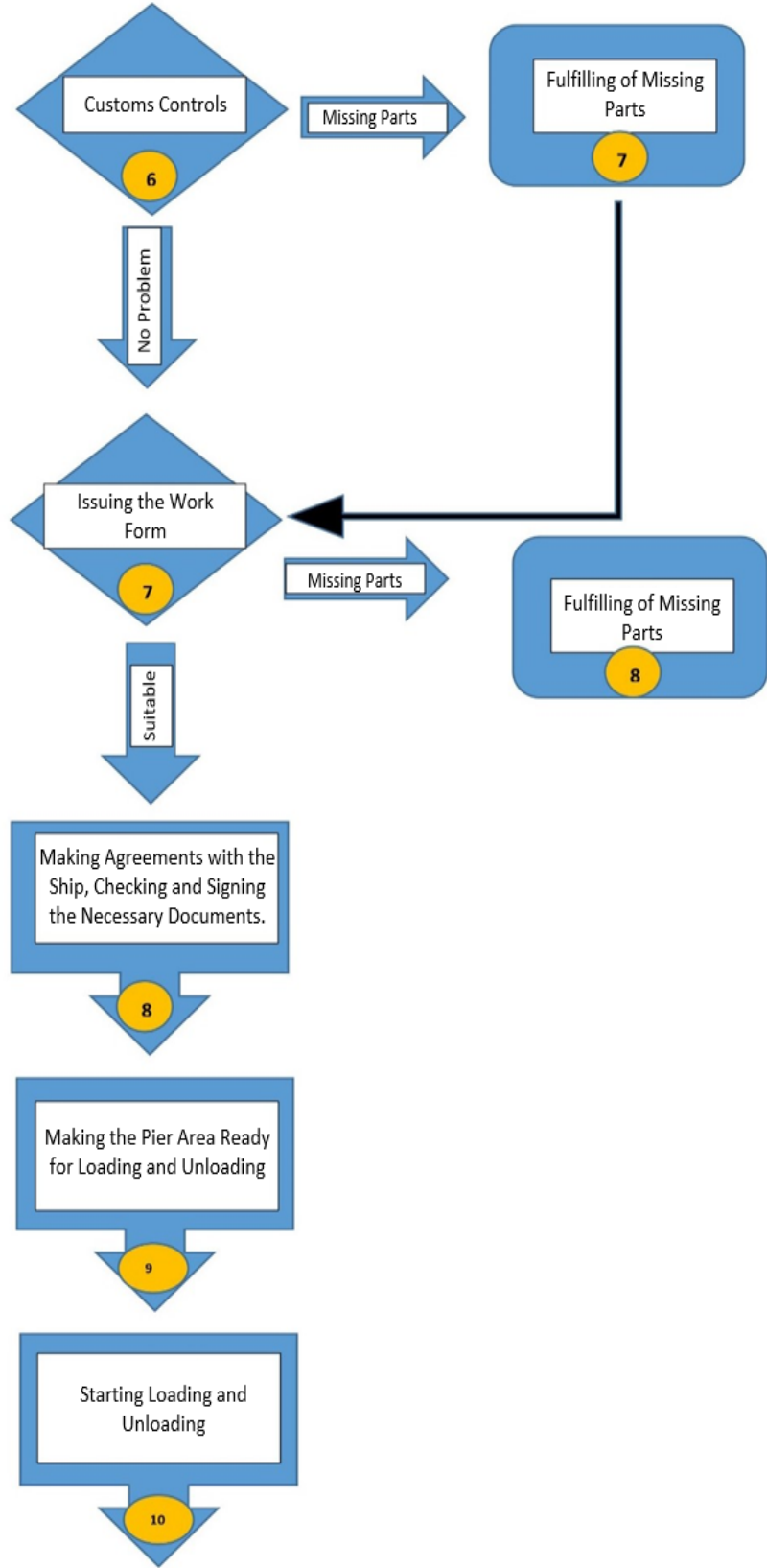
- a) All hot works to be done in the port facility or on the ship are subject to permission.
- b) Ship personnel or all subcontractors who will work on the port facility or on the ship are informed about the need to request a mechanism that will provide isolation and insulation for safety, information signs regarding the work to be done, a restricted work area, an evacuation plan and, if necessary, permission to work at height.
- c) If it is obligatory to work in places where the risk of danger is high, necessary permits will be obtained within the framework of the Hot Work Procedure before starting the work and work will begin after the necessary precautions are taken.
- d) Hot Work Procedure and Hot Work Request Form is in Annex-22.

## Process Flow Schema (1)

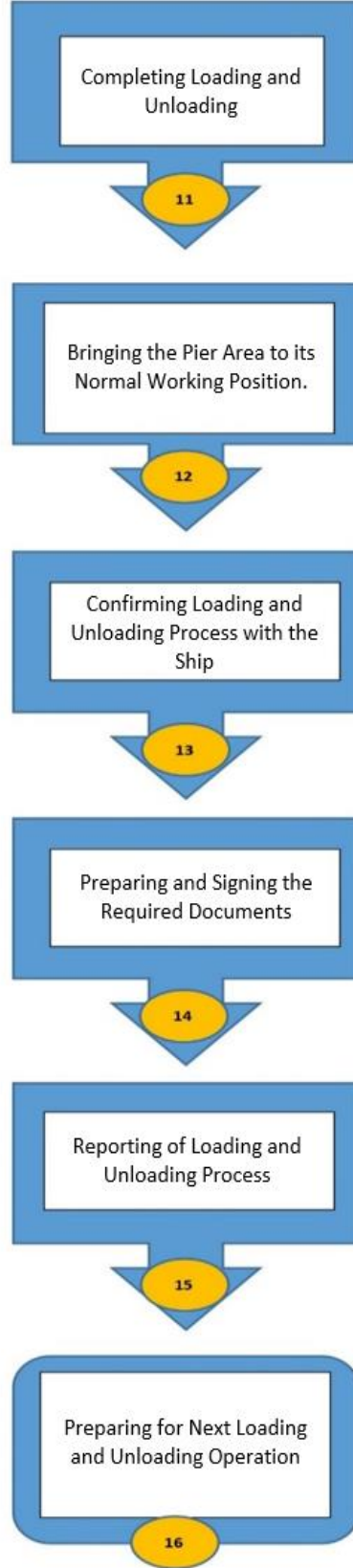


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Process Flow Schema (2)



### Process Flow Schema (3)



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## 7. DOCUMENTATION, CONTROL AND REGISTRATION

### 7.1 What are all the Mandatory Documents, Information and Documents Regarding Dangerous Goods, and Procedures for Their Procurement and Control by the Relevant Persons

The following documents related to dangerous goods will be kept up to date by the port facility.

- a) IMDG Code (International Code for Dangerous Goods Transported by Sea)
- b) IBC Code (International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk)
- c) IGC Code (International Code for the Construction and Equipment of Ships Carrying Liquefied Gas in Bulk)
- d) The EmS Guide (Emergency Response Procedures for Ships Carrying Dangerous Goods)
- e) MFAG (Content of Dangerous Goods, Medical First Aid Guide for Use in Accidents)
- f) SOLAS (International Convention for the Safety of Life at Sea)
- g) MARPOL (International Convention on the Prevention of Pollution from Ships)
- h) ISGOTT (International Safety Guide for Oil Tankers and Terminals)
- i) Regulation on the Transport of Dangerous Goods by Sea
- j) Ports Directive
- k) Relevant laws, statutes, regulations, circulars, communiqués, directives, and application instructions.
- l) OCIMF: Vessel Inspection Questionnaire (VIQ) for Oil Tankers, Combined Carriers, Commercial Tankers, Chemical Tankers and Gas Tankers, Barges, Tugs Used for Towing Barges and Boats Carrying Package Cargoes,
- m) International Oil Pollution Prevention Certificate (IOPP Certificate)

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. These documents are as follows.

- ✓ Dangerous Cargo Notification Document
- ✓ SDS (Safety Data Sheet)
- ✓ Documents Required on Board
- ✓ Other Required Documents and Information

#### **Dangerous Cargo Notification Document**

The shipping documents prepared by the shipper will include a "Signed Certificate or Dangerous Cargo Notification Document" stating that the shipment to be transported is properly packaged, marked, labeled and in suitable conditions for shipment.

At least twenty-four hours before the ship and sea vehicle carrying dangerous goods enter the port administrative area; Ships and marine vessels with a cruise time of less than twenty-four hours until they enter the port area submit a notification document containing detailed information about their cargo to the port authority in writing, right after their departure from the port facility.



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In case the notification obligation is not complied with, or the notifications do not contain correct information, administrative action may be taken against the notifier, and he may lose the order of approaching, departing, or passing, if any. When the Dangerous Goods Notification Document is provided to the carrier by EDP (Electronic Information Processing) or EDI (Electronic Information Exchange) techniques, the sender information will be produced without delay as a printed document in the required order in this section. The Dangerous Goods Notification Document can be in any form, if it contains all the information specified in IMDG Code Section 5.4.

### **SDS (Safety Data Sheet)**

The Safety Data Sheets, prepared to ensure effective control and efficient surveillance of the Dangerous Goods arriving at our port facility against the negative effects they may cause on human health and the environment, will be sent to our port by the sender prior to the handling of the Dangerous Goods and will be accessible at any time during the loading/unloading and handling of the material.

### **Documents Required on Board**

Each ship carrying Dangerous Goods and marine pollutants shall have a special list, manifest or stowage plan with the names and locations of Dangerous Goods and marine pollutants. This list and manifest will be based on the documents and certificates required in the IMDG Code. A detailed stowage plan, which is determined by class and shows the locations of all Dangerous Goods and marine pollutants, can be used instead of this special list or manifest. For Dangerous Cargo shipments, Appropriate information will be at hand at any time to be used in the emergency response to all kinds of accidents and incidents related to Dangerous Goods during transportation. This information will be far from packages containing Dangerous Goods and will be available immediately in case of an event.

Information to be used in emergency response will be found in the following documents.

- Within the special list, manifest or Dangerous Cargo declaration,
- In a separate document such as a safety data sheet,
- In separate documents such as the Medical First Aid Guide (MFAG) for Use in Accidents Involving Dangerous Goods and the "Emergency Response Methods for Ships Carrying Dangerous Goods (EMS Guide)" to be used in conjunction with the transport document.

### **Multi-Mode Dangerous Goods Form**

Multi-Mode Dangerous Goods Form is a form that can be used as a combined dangerous goods declaration and container packaging certificate regarding the transportation of dangerous goods in more than one mode.

## **7.2 Procedure for Keeping a Regular and Complete Updated List of All Hazardous Cargoes and Other Relevant Information at the Port Facility Site**

The port facility is obliged to provide information to the relevant parties at any time, stating the class, quantity, emergency response methods and locations of all dangerous goods present

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in the port facility. Records of dangerous goods handled in our port will be kept by the operations department, including the following information.

- UN Number,
- PSN name (Proper Post Name),
- Class (with Sub-hazards),
- Packing Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9),
- Whether it is a marine pollutant,
- Receiver,
- Consigner,
- Additional Information (Ignition degree, viscosity, etc.),
- Where it is stored in the Port Area,
- Duration of stay in port,

This information is kept in a computer environment or in a file order so that only authorized personnel can access it and is displayed when requested. The port facility keeps up to date the class and quantity information of the dangerous goods handled throughout the year and reports it to the port authority in quarterly periods.

### **7.3 Reporting Procedure Indicating That Dangerous Cargoes, Correct Shipping Names Are Used, arriving at the Facility Are Properly Identified, Are Certified, Packaged/Packaged, Labeled, Declared and Safely Loaded and Transported into Proper Packaging, Container or Cargo Transport Unit, and Control of Dangerous Cargoes and Control Results**

Before the ship arrives at the port facility, the site planner will determine the dangerous cargoes based on the ship's loading plan. The UN number of dangerous goods will be defined and entered the port operating system. When the cargo is discharged, it will be transferred to the appropriate tanks or storage areas allocated for storage.

They check the accuracy of the following information on the dangerous goods documents issued by the Shipper of the dangerous goods to be accepted to the Port in coordination with the planning and operation.

- UN Number,
- PSN name (Proper Post Name),
- Class (with Sub-hazards),
- Packing Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9),
- Whether it is a marine pollutant,
- Additional Information (Ignition degree, viscosity, etc.),
- Where it is stored in the Port Area

This information is transmitted to Pointers, Field Supervisors, Warehouse Officers, HSE and personnel who need to know, via terminals/documents to control the incoming dangerous cargo.

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In case the information from the operation and the cargo carries different information, the operation is immediately informed, and the sender is instructed to verify the information about the dangerous and correct the missing incorrect information.

#### **7.4 Procedure for Obtaining and Maintaining Safety Data Sheet (SDS)**

a) In addition to the general precautions taken by Eti Bakir Port Facility within the scope of dangerous cargoes, a Safety Data Sheet is requested from the cargo person regarding every dangerous cargo or cargo with dangerous content coming by sea.

b) It is the general standard that every cargo with dangerous content entering the Eti Bakir Port Facility must have a Safety Data Sheet. In case of embarkation/evacuation and emergency, the measures specified in the Safety Data Sheet are taken immediately.

c) The Safety Data Sheet (SDS) consists of 16 sections, and the 14th section contains the following information about transportation.

- ✓ UN Number,
- ✓ PSN name, (Proper Shipping Name) (Required for sea freight)
- ✓ Class, (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9 with Sub-hazards)
- ✓ Packing Group (I, II, III)
- ✓ Whether it is a marine pollutant,
- ✓ Tunnel Restriction Code (Required for road transport)

For all dangerous goods to be accepted into the port, it is checked that this document is included with the Dangerous Cargo.

#### **7.5 Procedures for Keeping Records and Statistics of Dangerous Goods**

a) Information on dangerous goods is kept regularly, and statistical information is prepared and reported as requested by the competent authorities. Reports are stored in a digital environment so that they can be accessed whenever required.

b) The e-maritime applications of the Ministry of Transport and Infrastructure (MTI) are entered into the ATLANTIS program every time a ship arrives, and information is entered for the statistical infrastructure. For the same purpose, data is entered into the Port Facility Management System each time a ship arrives.

c) A report containing information about the dangerous goods handled in our port facility is requested by the Administration to be reported to the Port Authority in quarterly periods. Statistical evaluations from the records of the dangerous goods handled annually in our port are made by the trade and operations departments. Dangerous Cargo monthly count and control reports stored in our port area are prepared by the operations department and presented to the management. Records and reports are archived by the departments in 5-year periods.

#### **7.6 Information on Quality Management System**

a) Eti Bakir A.S. has established systems in accordance with the following Management Systems Standards.

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- ✓ The International Quality Management System Standard ISO 9001: It has established, developed, and maintained a quality management system in accordance with the 2015 requirements.
  - ✓ The International Environmental Management System Standard ISO 14001: It has established, developed, and maintained a quality management system in accordance with the 2015 requirements.
  - ✓ The International Occupational Health and Safety Management System Standard ISO 14001: It has established, developed, and maintained a quality management system in accordance with the 2018 requirements.
- b) In addition, Eti Bakir A.S. has determined and implemented the Accident Prevention Policy, which includes the following principles.
- Eti Bakir A.S. Accident Prevention Policy;** It was determined to prevent accidents and not to harm people and the environment. It is carried out in a way that ensures the safety and security of life, property, and the environment at the highest level and in accordance with the principles set out below.
- ✓ In all activities carried out at the facility, the priority is to prevent accidents completely or to minimize their risks.
  - ✓ Improving the environment and work safety is among our primary goals.
  - ✓ We cannot accept our employees being injured in work accidents or being exposed to any negative effects, for this purpose, all our instructions and procedures are updated in a way that can be applied and developed according to the emerging needs.
  - ✓ It is our priority to take all kinds of precautions in the ships coming to Eti Bakir Port Facility and in the work areas in our port facility in a way that will be safe and secure for our employees, customers, stakeholders, and the environment.
  - ✓ We follow a continuous development policy to implement the best technologies available to prevent accidents by incorporating them into the terminal infrastructure.
  - ✓ We apply protective environmental policies by prioritizing the protection of resources for our future and minimizing their impacts on the environment.
  - ✓ By implementing process safety management, effective identification of accidents and incidents, root analysis evaluation and reflection of lessons and results to subsequent applications are among our priority policies to prevent hazardous substance releases and accidents that may occur because of possible errors in process technologies, procedures, and equipment.
  - ✓ In the event of an accident, we minimize the effects of accidents on life, property, and environmental safety by implementing appropriate emergency response procedures and we apply this continuously.
  - ✓ We take high-level security measures for people and the environment in the facility and around the facility and provide all necessary resources for this purpose.
  - ✓ We define all activities that may lead to accidents in our facility and fulfill our obligations to prevent such accidents.
  - ✓ We assign personnel with appropriate knowledge, skills, training, and experience to critical tasks that will affect safety and security in operational business processes.
  - ✓ We conduct risk assessments for the purpose of identifying and evaluating accidents and keep them up to date.

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- ✓ We keep regulations and procedures, including maintenance, repair, and temporary stoppages, up to date.
- ✓ We decide for planning changes or designing new facility processes or storage facilities.
- ✓ We determine emergencies that can be detected in advance with systematic analysis, prepare emergency plans for them, and regularly inspect and review them.
- ✓ We monitor the performance of the system to monitor compliance with the targets related to the Security Management System and ensure that corrective measures are implemented in case of non-compliance.
- ✓ We periodically and systematically evaluate the effectiveness and suitability of the Security Management System and ensure that the documents are reviewed by the senior management and continuously improved.
- ✓ We ensure continuous development of personnel through training.
- ✓ We comply with national and relevant international legislation and standards.

## **8. EMERGENCIES, EMERGENCY PREPAREDNESS AND RESPONSE**

### **8.1 Intervention Procedures for Hazardous Loads, Hazards and Situations Involving Hazardous Loads That Pose/May Pose Risk to Life, Property and/or the Environment**

- a) Eti Bakir Port Facility is carried out within the framework of the Emergency Response Plan.
- b) Emergency response plans will always be in effect and in practice.
- c) The emergency response plan covers the following topics:
  - Scope and relationships with other plans
  - Dangerous goods in the port area
  - Rules and responsibilities
  - Emergency response procedures
  - Management methods after emergency intervention
  - Training and drills
  - Emergency response plan management
  - Coordination with external parties and stakeholders
  - Types of emergencies:
    - Facility, Field, Cargo Fires
    - Explosion
    - Accident and injury
    - Natural disasters such as earthquakes
    - Adverse weather conditions such as storms
    - Leakage or spillage of dangerous cargoes
    - Marine pollution (For example: oil/fuel leakage)
    - Power outage
    - Ship fires

### **8.2 Information on the Port Facility's Ability, Capability and Capacity to Respond to Emergency Situations**

The ability to respond to emergencies that may be encountered within 24 hours is limited by the technical facilities and manpower of the facility. In natural disasters or emergencies where

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the facility's facilities may be insufficient, public, or other private sector facilities are used. The facilities to be used in case of fire are in ANNEX-6 and the equipment to be used in case of spillage are in ANNEX-14.

### **8.3 Regulations Regarding First Response to Accidents Involving Dangerous Loads (First Response Procedures, First Response Facilities and Capabilities etc.)**

In any accident or incident, the following rules will be observed:

- a) When the injury is caused by any dangerous substance, the first aid measures written in Section 4 of the Safety Data Sheet of the dangerous substance exposed are applied. At the same time, the toxicological effects of the substance in Chapter 11 should be considered.
- b) When any person is injured, first aid personnel are informed. According to the characteristics of the substance, first aid rules are applied with the personnel who have received first aid training, with the first aid kit in the dolphin and the cargo building, or a health personnel who can provide the closest first aid is called, but the injured person is not moved if it is not necessary.
- c) The nearest Health Unit is called simultaneously. The scene of the incident should be clearly explained to the first aid team, and if necessary, an ambulance should be met.
- d) The person who will respond to the injured must use appropriate personal protective clothing and equipment in order not to be affected by the environmental conditions. If the injured person is affected by the environment (toxic gas, airless or smoky environment) by persons with appropriate protective equipment, they should be taken out of this environment as soon as possible.
- e) If the injured has been exposed to a corrosive substance, he must get rid of the contaminated clothes as soon as possible.
- f) From the telephones written in Section 8.4, the necessary ones are called and expert support or an ambulance is called.
- g) No matter how insignificant it may seem, all injuries requiring first aid and non-injury accidents and incidents must be reported to the higher authorities.

### **8.4 Notifications to be Made Inside and Outside the Facility in Case of Emergencies**

In case of emergency, the relevant units and numbers listed below can be reached. Emergency contact points and contact information are detailed in ANNEX-3.

SERIAL NUMBER	UNIT	TELEPHONE
1	Eti Bakir Port Facility Shift Supervisor	0 362 256 09 90
2	Samsun Regional Port Authority	0 362 435 90 13
3	Emergency Call Center (Ambulance-Police-Gendarme-Fire Department-Coast Guard)	112

### **8.5 Accident Reporting Procedures**

When there is an emergency and/or an accident, the numbers in Section 8.4 should be called and information will be given, the area where the emergency is located, the building, the

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contact number of the caller and the type of emergency should be briefly explained to the called person. It is very important that the information to be given at this stage is accurate and understandable, and within the scope of this information, a decision will be made about what the first response will be. Written notifications are made with the Accident–Incident Notification Form. The Accident-Incident Notification Procedure and Form are in ANNEX-16.

### **8.6 Coordination, Support and Cooperation Method with Official Authorities**

- a) When there is an emergency response requirement, the organizational structure that will manage the emergency and provide coordination, support and/or cooperation with official authorities will be carried out within the organization specified in ANNEX-9.
- b) The Operations Coordinator manages the emergency response operation and the entire team under him. It carries out all the activities to be carried out in accordance with the Emergency Response Plan. It is also the point of contact for the communication to be established with the relevant official institutions and authorities.
- c) In the absence of the Operations Coordinator, the person to manage the operation is the Incident Site Coordinator.
- d) Institutions that can be contacted, coordinated, requested for support, or only informed in case of emergency, and their contact information are in Annex-3.

### **8.7 Emergency Evacuation Plan for Removing Ships and Marine Vehicles from Port facilities in Emergency Situations**

The emergency situations that may occur for the removal of ships and marine vehicles from the port facility and the notifications and operation plans to be made before, during and after the evacuation are below.

#### **a) Fire on Board or in Port facilities Under Operation**

- The port facility employee (ship operation workers, crane operators, quay security personnel, CCTV personnel, technical personnel or any port facility employee who is on the quay due to his duty) first to see or hear the fire, as soon as possible, using the numbers in the Section 8.4 of this document, within working hours. Makes an emergency notification by calling the Manager and the Shift Supervisor outside of working hours.
- If the ship needs to leave the port facility with the notification, the ship's captain decides on the size and development of the event and in consultation with the Eti Bakir Port Facility Relevant and Regional Port Master, and the following processes are completed:
- If the operation continues, it is stopped, and the employees related to the operation are transferred to a safe place.
- If the fire is on the ship, the shore connections on or near the ship are closed safely and quickly and the crane booms are turned over.
- The fire department and firefighting teams are informed about the fire extinguishing operations at the pier, and the operation personnel are informed about the location of the fire and the entry of the fire extinguishing vehicles into the port facility.
- The pilotage and tugboat organization and the mooring operators are informed, and the tugboats are requested to come to the scene of the incident as soon as possible so that the ship can idle.
- Tugboats equipped with fire extinguishing equipment are also requested to come to the

scene to respond to the fire from the sea.

- The Regional Port Authority is called and informed that the ship will leave the port facility due to an emergency.
- If the ship's machines are in working condition and can be freed from the dock by its own means, it is ensured that the quay ropes are released and leave the port facility as soon as possible.
- All operations are directed by the port facility officer during working hours and by the Shift Supervisor out of working hours.

#### **b) Rope Cut of a Ship Anchored to the Dock Due to Sudden Strong Wind or Storm**

- As a port facility, meteorological conditions are constantly followed. In case of severe storm notifications, the operation staff, operators, and the duty personnel of the ships moored at the pier are informed. Primarily, it is ensured that the ship's ropes are increased under all conditions and that the ship's machinery is always ready for action according to the severity of the upcoming storm. In case the ship connected to the quay cuts the rope and starts to leave the quay before the operation is stopped or while it is still in progress, the following processes are followed:
  - If the loading or unloading of the ship continues, then the shore connections are closed quickly and safely, and the ship is informed by radio that the ship will leave the pier.
  - Although the ship has informed via the VHF call channel of the pilotage and tugboat organization, an emergency call is made by radio or telephone as a port facility operator, and the tugboats serving are requested to reach the location of the ship to leave the pier as soon as possible.
  - Based on the ship's captain's decision, a new rope can be placed on the pier and the ship can be reconnected, or the existing ropes can be pulled out and the ship can be separated from the pier.
  - In case the ship under operation leaves the pier for compelling reasons before the operation is completed, the Port Authority is informed.

### **8.8 Procedures for the Handling and Disposal of Damaged Hazardous Cargo and Waste Contaminated with Hazardous Cargo**

a) Since packaged cargoes are not handled at the port facility, there will be no damaged dangerous cargoes. However, many materials and apparatus used in the loading and unloading of dangerous goods are exposed to dangerous goods due to possible leaks. Substances and materials that are considered as waste from the said materials will be processed within the framework of the Eti Bakir Port Facility Waste Management Instruction.

b) In case of leakage of any dangerous substance during unloading operations, the following hazards may occur:

- ✓ Suffocating, suffocating effect,
- ✓ Poisoning,
- ✓ Infection and burning effect on living tissues,
- ✓ Corrosion and skin burn,
- ✓ A fire in the working areas,
- ✓ The effect of increasing or spreading the fire,
- ✓ Explosion



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c) Therefore, it is necessary to ensure that the dangerous cargo with a leakage is handled safely and securely, that the protective materials and equipment are complete, complete and in working order, that leakage cases are reported appropriately, that the leaking flange, connection record, and pipeline are checked, and the leakage is eliminated, and finally, that the leakage area is professionally cleaned in accordance with the rules and regulations.

d) The methods and steps to be followed until the end of the process, including cleaning the leak, are specified in the workflow diagram below:

- The role of the environment in hazardous cargo leakage:
- The Environmental Officer checks the situation at the leakage location.
- In case of serious leaks and spills, the Safety Data Sheet of the leaking/spilled dangerous cargo is obtained before the leakage is controlled.
- The Environmental Officer decides on the type of activity to be carried out according to the hazard class of the dangerous cargo and the nature of the substance.
- A fire truck is kept ready when necessary.
- When the exit procedures for the leaked dangerous substance or waste contaminated with dangerous substances are ready, they are removed from the leakage area.
- Records regarding the leakage and shipment are kept being accessed when necessary.
- The area where the leakage was first detected is also checked by the Environmental Officer and if environmental pollution has occurred, it must be cleaned appropriately.
- If necessary, appropriate personal protective equipment is used during the operation according to the nature of the substance.
- After the leakage is stopped, each area contaminated by the leakage is cleaned appropriately either with the facility's emergency response equipment or by the Emergency Response Company, depending on the level of the spillage.
- The general processes and provisions to be followed in case of environmental pollution are as follows:
- After the leak is detected, the incident site will be surrounded first: The area where the leak is located is surrounded by a security tape to prevent unauthorized personnel from entering and the relevant units are notified.
- Risk assessment is performed, and the risk is determined:
- The type of leaked or spilled material, the source and amount of the leak are determined. A Safety Data Sheet for the hazardous cargo is obtained.
- Necessary Personal Protective Equipment is provided: Appropriate personal protective equipment and materials are provided before the leak is intervened.
- Where possible, the leak is limited and its spread is prevented: To prevent the leak from spreading further to the surroundings, its surroundings are first surrounded by barriers.
- If possible, the leak is stopped.
- Cleaning operations are initiated for the leak: The leak is never cleaned with flammable materials such as sawdust; dry, neutral absorbent materials such as absorbent kits, sand, sorbent pads are used. In small liquid spills, absorption is performed by adding absorbent material/material. In large spills, a border/set is created around it. The leaked/spilled material is prevented from mixing with the soil, underground and surface waters.
- Disposal of waste
- The rescue packages in which the hazardous materials will be placed and sent for disposal

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must be UN type approved. The cleaned hazardous material is collected in appropriate waste bags or boxes and sent to the Temporary Waste Storage Area within the port facility.

- In accordance with the Environmental Law and regulations on waste disposal, it is delivered to companies with hazardous waste transportation licenses to be disposed of in hazardous waste disposal facilities licensed by the Environmental Law and waste disposal regulations and removed from the facility.

### 8.9 Emergency Drills and Drill Records

The planned drills within the scope of the port facility drill program will be carried out at the specified frequency. The drills will be recorded by Eti Bakir Port Facility, distributed to the relevant participants, kept for 3 years and then the records will be destroyed.

### 8.10 Information on Fire Protection Systems

Emergency and fire equipment is as follows:

- Fire Hydrants
- Fire Extinguishers
- Fire Cabinets and Fire Hoses
- Fire Alarm Detectors, Emergency Lamps and Glass Breaking Units in the Fields
- Electric Fire Pumps
- Diesel Fire Pumps
- Emergency Phone Lists
- Port Facility Fire Plan
- Emergency Safety Signs
- Emergency Sirens

### 8.11 Procedures for Approval, Inspection, Testing, Maintenance and Commissioning of Fire Protection Systems

**Fire Hydrants:** The Facility Directorate will keep a list of all fire hydrants. 3-month checks, and tests and monthly checks will be carried out and their records will be kept.

**Fire Extinguishers:** A list of all fire extinguishers will be kept, and monthly checks will be carried out. A label will be attached on all fire extinguishers with the date of the last check and the identification number of the personnel performing the check.

**Fire Cabinets and Fire Hoses:** A list of all fire cabinets will be kept. 3-month checks, and tests, monthly checks, repairs and maintenance will be carried out. Control records will be kept.

**Fire Alarm Detectors, Emergency Lights and Glass Breaking Units on the Fields:** Maintenance and attitudes will be carried out according to the maintenance program.

**Electric Fire Pumps:** Maintenance and attitudes will be carried out according to the maintenance program and all records will be kept. Pump checks will be carried out weekly.

**Diesel Fire Pumps:** Maintenance and attitudes will be carried out according to the maintenance program and all records will be kept. Pump checks will be carried out weekly.

**Emergency Phone Lists:** It is the responsibility of the relevant unit manager to ensure that the relevant departments and emergency phone lists are accurate and up to date.

**Port Facility Fire Plan:** A copy of the Applicable Fire Plan is at the entrance to the administrative building. It is the responsibility of the relevant unit manager to ensure that the

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fire plan is always up to date.

**Emergency Safety Signs:** It is the responsibility of the relevant unit manager.

### **8.12 Necessary Precautions to be Taken in Cases Where Fire Protection Systems Do Not Work**

When there is a need for an emergency response and the fire protection systems do not work, the nearest team is informed by calling the telephone numbers written in Section 8.4.

### **8.13 Other Risk Control Equipment**

#### **Fighting Marine Fires**

In accordance with the provisions of the "Regulation on Prevention, Extinguishing and Rescue Measures to be Taken Against Fires That May Be Taken on Land, Fires that May Start on Land, Reach and Spread on the Sea, Port or on the Coast, or which may originate on land and reach the Coast, Port and Sea", all official and private institutions intervene. Fixed and portable fire extinguishers, first aid units and equipment are kept in full, ready, and working condition in port facilities.

Extinguishing fires that may occur in port facilities are carried out by fire extinguishing teams equipped with the necessary tools and equipment created in accordance with the relevant legislation. Organizations engaged in tugboat operations also participate in extinguishing activities in line with the instructions of the port authority.

## **9. OCCUPATIONAL HEALTH AND SAFETY**

### **9.1 Occupational Health and Safety Measures**

- All occupational health and safety rules are valid and strictly enforced in Eti Bakir Port Facility. 18001 Quality Management System is applied.
- To be successful in this regard depends on the understanding, acceptance, active participation and implementation of the port facility's health, safety, security, and environmental protection management system. For this, we work in coordination with the OHS unit and DGSC.
- It should not be forgotten that the work or mistakes you will make may adversely affect others, as well as the environment. The following rules and prohibitions should be observed to pay attention to these and not to cause any unsafe event, accident, or injury:
  - The use of alcoholic beverages and drugs is strictly prohibited in the Eti Bakir Port Facility.
  - Smoking is prohibited except in specially designated "Smoking Areas".
  - It is forbidden to use portable radio or other electronic devices, "Walkman" type entertainment tools, headphones or similar tools and devices in Eti Bakir Port Facility.
  - The personal protective materials that should be used at the minimum level in Eti Bakir Port Facility are as follows:
    - Reflective vest or high-visibility clothing
    - Helmet
    - Safety Goggles
    - Safety Shoes

**Symbolic Safety Signs**










Symbolic safety signs are used to inform others or to indicate instructions, thanks to their size, color, and appropriate symbols. Images and pictures (pictograms) are used for the practical solution of the problems encountered in giving information for the purpose of health, safety, and protection of the environment, and especially for overcoming different language barriers. These types of signs are used to protect everyone:

- ✓ Do not ignore symbolic safety signs!
- ✓ If you are not a person authorized to do your duty, do not remove the symbolic safety signs!
- ✓ Do not scribble, erase, paint or falsify symbolic safety signs!

**Prohibition Signs**

These symbolic safety signs are round, the underside is white, the circumference is red in a ring, and there is a diagonal stripe. The pictogram is black, located in the center of the sign and below the diagonal strip. This sign means that something should not be done.
















Some prohibition signs include, but are not limited to, the following:

 NO SMOKING	 NO NAKED LIGHTS	 NO ENTRY
 NO LOOSE CLOTHING	 NO ENTRY TO UNAUTHORIZED PERSONNEL	 NO VEHICLES ALLOWED
 NO CAMERAS	 DO NOT RELEASE PRESSURIZED GAS TOWARDS YOU BODY	 NO ALCOHOLIC BEVERAGES

**Warning Signs**

These symbolic safety signs are triangular, with a yellow underside and black around the perimeter. The pictogram is black, located in the center of the sign. This sign warns of a particular risk or danger.

Some warning signs include, but are not limited to, the following:

 GENERAL WARNING	 CORROSIVE SUBSTANCE	 FIRE HAZARD
 EXPLOSION RISK	 TOXIC SUBSTANCE	 FALLING OBJECTS
 FORKLIFT TRUCK OPERATION	 OVERHEAD LOAD	 MOBILE BOM RISK
 SAFETY HELMET MUST BE WORN	 FOOT PROTECTION MUST BE WORN	 HAND PROTECTION MUST BE WORN
 HEARING PROTECTION MUST BE WORN	 HI-VISIBILITY CLOTHING MUST BE WORN	 FACE SHIELD MUST BE WORN







### **General Information Signs**

These symbolic safety signs are square or rectangular and have a green subfloor. The pictogram is white, located in the center of the sign. This sign provides specific information. For example, certain facilities, centers, emergency routes and exits, first aid and rescue equipment, etc. locations are indicated by these signs.

 GENERAL DIRECTION	 EMERGENCY EXIT	 WAITING AREA
 PEDESTRIAN PERMITTED	 DRINKING WATER	 MALE TOILET

### **Fire Prevention and Fire Protection Signs**

These symbolic safety signs are square or rectangular in shape, with a white base with yellow and red around the perimeter. The pictogram is red and is in the center of the sign. This sign indicates the location of firefighting equipment and fire centers.

 <b>FIREFIGHTING EQUIPMENT</b>	 <b>FIRE EXTINGUISHER</b>	 <b>FIRE HOSE</b>
 <b>FIRE HYDRANT</b>	 <b>SPRINKLER STOP VALVE</b>	 <b>FIRE PUMP CONNECTION</b>

**Work Permit:**

Work permit documents should include the following topics:

- Details of the work to be done
- Precautions to be taken when the work will be done
- Situations of foreseen hazards
- Conditions of control measures to be applied

Permission should be used for work to be done on subjects not covered by standard operational procedures. A work permit is required for routine and non-standard works to be carried out at the port facility and anywhere on the sea, which carry potential risks and dangers. Work permits are available for different jobs. Issues that require work permits, including but not limited to the following jobs:

- Works to be done in limited areas
- Hot works
- Works to be done regarding dangerous substances
- Works to be done on or near the sea
- Works to be done in pressurized systems
- Excavation works throughout the port facility
- Electrical work
- Working at height
- Fuel and Oil Supply

For all non-routine work, not all subcontractors and third parties may do business without a work permit.

**9.2 Information on Personal Protective Clothing and Procedures for Using Them**

The types, standards, places of use, and usage procedures of Personal Protective Equipment to be used to protect employees from hazards in the work environment and from the hazards caused by the activity are the same as in the "Personal Protective Equipment Use Procedure". The procedure in question is in Annex-15. In case of any emergency or spill, acid, fire, and static electricity resistant work clothes are used at the dock and pump station.

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### 9.3 Confined Space Entry Permit Measures and Procedures

The company is responsible for determining the necessary procedures for the safe entry of personnel into confined spaces on board. The process of requesting, issuing, and documenting permits to enter a confined space should be controlled by procedures in the ship's Secure Management System (SMS). It is the captain's responsibility to ensure that published procedures for entering a confined space are followed.

#### a) Risk Assessment

In addition to the risk assessment done when compiling a list of confined spaces on a ship, another risk assessment should be carried out on site by a competent person before any entry into a confined space is made. Such an assessment should consider various factors such as the final cargo carried, the ventilation of the space, and should be done to determine whether there is any potential hazard in the space. Until it is determined otherwise, the assessment should be made with the assumption that the area to be entered is dangerous.

#### b) Entry Permit

No entry should be made into a confined space unless authorized by the master or a designated responsible person (who is authorized to allow entry to a confined space and has sufficient knowledge of the procedures to be established and followed on board to ensure that space is appropriate). Before entering a confined space, a "Permission to Entry" system must be in place. The master or the designated responsible person authorizing the entry must ensure that all aspects of the "Permission to Entry" are followed and that regular checks are made to continually monitor the area before authorizing entry.

## 10. OTHER MATTERS

### 10.1 Validity of Dangerous Goods Conformity Certificate

a) Within the framework of the Regulation on the Transport of Dangerous Goods by Sea, port facilities handling dangerous goods must obtain a Dangerous Goods Conformity Certificate (DGCC). In case of temporary non-compliance with the provisions of the relevant directive, it is obligatory to obtain special permission from the Administration.

b) Eti Bakir Port Facility; dangerous liquid bulk cargoes within the scope of petroleum and petroleum products, dangerous liquid bulk cargoes within the scope of liquefied gas or compressed gas, chemical and similar liquid dangerous bulk cargoes are loaded and discharged. In this respect, a Dangerous Cargo Conformity Certificate will be obtained within the framework of the Directive on Obtaining Dangerous Goods Conformity.

c) The validity period of the Dangerous Goods Conformity Certificate is three years. At the end of this period, the certificate is renewed by re-inspection.

### 10.2 Defined Duties for the Dangerous Goods Safety Consultant (DGSC)

The duties and responsibilities of the DGSC are specified in the IMDG Code, the Regulation on the Maritime Transport of Dangerous Goods and the DGSC Notification. There is no other defined duty other than the duties.

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### **10.3 Issues for Those Carrying Hazardous Loads Coming to/ Leaving the Port Facility**

The dangers, threats and attacks from land and sea and the measures to be taken regarding these are included in the port facility ISPS plan. Action will be taken against threats from land and sea within the framework of the approved ISPS port facility security plan.

### **10.4 Issues for Those Carrying Dangerous Loads Coming to/ Leaving the Port Facility by Sea (Lights and Signs to be Shown by Ships and Marine Vehicles Carrying Dangerous Loads at the Port or Port Facility, Cold and Hot Working Procedures on Ships etc.)**

a) If a ship is actively participating in an operation or will participate in an operation related to the transportation or handling of dangerous goods at the port facility area, a special sign that can be seen both day and night will be used.

b) The reason for using the day or night signal is to inform the maritime traffic and personnel within the port facility area about the increased danger due to the presence and handling of dangerous goods. The signals and signs to be used are as follows:

- During the day: 'B' flag (loading, unloading, or carrying dangerous cargo)
- At night, Flashlight with red light without strobe that is visible from 360 °

### **Cold and Hot Working Procedures for Ships Carrying Dangerous Cargo in Port**

a) Ships and marine vessels that will perform degassing operations for the purpose of maintenance or repair with hot and cold processes comply with the provisions of the Regulation on the Construction, Modification, Maintenance, Repair and Dismantling of Ships and Sea Vehicles published in the Official Gazette dated 21.12.2004 and numbered 25677.

b) Except for special cases to be permitted, hot work and gas freeing are not allowed at the Eti Bakir Port Facility. In cases where hot work is required, "Hot Work Procedure" is applied, and "Hot Work Permit Form" is filled. The procedure and work permit form given in the ANNEX-22.

### **10.5 Matters to be added by the Port Facility**

#### **Prohibited Activity**

The following restrictions in the Ports Regulation will be followed.

a) In the approach channels of the port facilities, in the breakwater opening, in the berthing and mooring areas and in the anchorage areas; Fishing, sailing, rowing or other water sports activities and swimming are prohibited.

b) Boats for sports, touring and recreational purposes must navigate in the port facility area, within the area limited by the breakwaters and in the bays in a manner that will not interfere with the activities of other ships and marine vehicles and at a speed that will not harm them. The Port Authority determines the appropriate speed limit in places and situations it deems necessary.

c) Except for the ships and marine vehicles that come to the buoy to be tied or leave the buoy and those who are serving for the port facility services, no ships or marine vehicles can pass between the buoys and buoy lines.

d) Ships and marine vessels cannot be moored or berthed to places that do not have a port facility operation permit and to places not operated or owned by any institution / organization.



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However, the Administration may make temporary arrangements for the facilities it deems appropriate in case of emergencies.

e) Ships and marine vessels that have excessive trim, a dangerous list or at risk of environmental pollution due to any damage as well as ships and marine vessels that are towing vessels that are carrying dangerous cargo without a license cannot berth to the facility or leave it without the approval of the port authority.

f) It is forbidden to test life rafts and lifeboats by launching or releasing them.

### **Other Matters Subject to the Permission of the Port Authority**

According to the Ports Regulation, the activities that are subject to the permission of the Port Authority are listed below.

a) After the necessary permissions and approvals are obtained from the relevant institutions / organizations, before the construction of the port structures and the establishment of the fisheries production areas, the relevant persons obtain permission from the port authority to start the activity.

b) It is obligatory to obtain permission from the port authority before buoying, diving, seabed and underwater studies, seabed dredging and similar activities. Ships and marine vessels used in such activities show daytime signals with running lamps and sound signals in accordance with the legislation.

c) It is compulsory to make a request for permission to the port authority at least 15 days in advance for races starting from one port administrative area and ending in another port administrative area, and at least 7 days before for other competitions and activities.

d) Racing and similar activities or other organizations cannot be arranged in the port administrative area without the permission of the Port Authority.

e) Water sports to be carried out in the administrative area of the port are carried out within the scope of the Tourism Intended Sports Activity Regulation and other relevant legislation provisions published in the Official Gazette dated 23/2/2011 and numbered 27855. The officers of the port authority are reserved for ensuring the safety and security of life, property, cruising, and environment related to water sports for tourism purposes. Port Authority is authorized to make all kinds of restrictions and to stop these activities, considering the safety and security of life, property, cruising, and environment.

f) Unless permission is obtained from the port authority, no ships or marine vehicles can board the ships and sea vehicles that are anchored in the port facilities. Agency and supply engines, public ships, refueling ships, water tankers and port facilities service ships are outside the scope of this clause, and these types of ships carry out their services in coordination with the port facility operations within the knowledge of the port master.

g) The captain of the ship or its agency, who will deliver fuel, oil, and water, notifies the relevant port authority before the supply operation. Fishing boats and yachts; They can board each other in port facilities, they cannot do double row mooring.

h) Ships and marine vehicles in the port areas requires permission from the port authority for; repair, scraping and painting, welding and other hot work and cannot launch lifeboat and/or boats or other maintenance work. If the ships and marine vessels that will have these works are at the port facility, they must coordinate with the port facility operation.

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- i) Port facilities located in the port administrative area notify the Turkish Naval Forces, Office of Navigation, Hydrography and Oceanography about their locations to be recorded on the relevant sea maps.
- i) Ships and marine vessels cannot change their anchorage areas without permission from the port authority. However, those who are unable to stay where they are due to adverse weather and sea conditions can leave their places and anchor at safer anchorage areas. Those concerned shall notify the port authority urgently. The regulation regarding the implementation of this paragraph is made by the relevant port authority in places where there is a vessel traffic service center.
- j) Ships and marine vessels anchoring in the anchorage areas for shelter due to force majeure such as adverse weather conditions and situations that may endanger the safety and security of the cruising, life, property, environment, but will not carry out any activities in the port facilities make the necessary notification to the relevant port authority and / or the pilotage organization without delay. The regulation regarding the implementation of this paragraph is made by the relevant port authority in places where there is a Vessel Traffic Service Centre.
- k) Ships and marine vessels may not berth at the fore ward of ships and marine vessels that are stern-to-dock.
- l) Floating equipment to be used in the beach areas within the boundaries of the port and port hotels, motels, holiday villages, in front housing estates, in the sea areas up to 200 meters from the shore, to determine the boundaries of the swimming area, will be determined by the relevant authorities and will be fully installed between April 1st and November 15th of every year and preserved. Ships and sea vehicles are not allowed in the designated swimming areas. The port authority can make changes in the boundaries of the swimming area in terms of cruising, life, property, environmental safety, and security.
- m) Transshipment in the port administrative area is subject to the permission of the port authority. Towing is done with the permission of the port authority within the framework of the procedures and principles determined by the Administration.
- n) The mooring and anchoring needs and related regulations are made by the port authority at each port, and the operating procedures and principles are determined by the Administration.
- o) Providing pilotage services to ships and marine vehicles that do not have permission to berth to port facilities and, ships and marine vehicles without port exit certificate or anchoring order are subject to the permission of the Regional Port Master.
- ö) In regards of excursion boats that make daily trips; The issues concerning mooring, accommodation and determination of cruise routes are governed by the port authority, considering the waste collection and other services, and approved by the Administration. The port master may impose restrictions on capacity, entry-exit and use of the mooring and sheltering areas in case the capacity of mooring and sheltering areas is exceeded.

## 10.6 Hazardous Waste Management

Activities related to the temporary storage, disposal / recycling of all kinds of waste generated because of the activities in the port facility will be carried out within the framework of the principles and procedures of the Port Facility Waste Management Procedure.

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## DEFINITIONS AND ABBREVIATIONS

**ADR:** European Agreement Concerning the International Carriage of Dangerous Goods by Road

**CTU:** Cargo Transport Unit

**EmS:** Emergency Response Procedures for Ships Carrying Dangerous Goods

**SDS:** Safety Data Sheet

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

**IGC Code:** International Code for the Construction and Equipment of Ships carrying Liquefied Gases in Bulk

**IMDG Code:** International Maritime Dangerous Goods Code

**IMO:** International Maritime Organization

**IMSBC Code:** International Maritime Solid Bulk Cargoes Code

**IOPP Certificate:** International Oil Pollution Prevention Certificate

**ISPS Code:** International Ship and Port Facility Security Code

**MARPOL:** International Convention for the Prevention of Pollution from Ships

**MFAG:** Medical First Aid Guide for Use in Accidents Involving Dangerous Goods

**OCIMF:** Vessel Inspection Questionnaires for Oil Tankers, Combination Carriers, Shuttle Tankers, Chemical Tankers and Gas Tankers

**RID:** Regulation Concerning the International Carriage of Dangerous Goods by Rail

**ISGOTT:** International Safety Guide for Tankers and Terminals

**SOLAS:** International Convention for the Safety of Life at Sea

**DGSC:** Dangerous Goods Safety Consultant

**DGSCO:** Dangerous Goods Safety Consultancy Organization

**Bulk Cargo:** Solid, liquid, or gaseous substances that are intended to be transported without containment in a ship's tanks or silos, which are structural parts of the vessel that can be located both on deck and/or inside.

**Handling:** Operations performed for transporting the dangerous goods by changing their location, transferring from large containers to small containers, venting, separating, sieving, mixing, and renewing, replacing, or repairing cargo transport units and packages, without changing their original characteristics.

**Fumigation:** Process of applying chemicals in solid, liquid, or gaseous form to a closed cargo transport unit or ship's hold to destroy harmful organisms.

**Ship Officer:** It refers to the owner, operator, charterer, captain, or their agents and real or legal persons authorized to represent the owner.

**Port Facility:** Docks, piers, buoys, platforms and anchorages, approach areas, closed and open storage areas, buildings and structures used for administrative and service purposes, the boundaries of which are determined by the Administration, where the ships can safely exchange cargo and passengers or seek shelter.

**Carrier:** It refers to the actual carrier, broker, ship owner, transportation organizer, transportation broker, ship agent who receives, offers, or accepts offers for the transportation of all kinds of dangerous cargo on their own behalf or on behalf of third parties, and real and legal persons who carry out the transportation of dangerous cargo by road or rail in addition to sea within the scope of combined transportation.

**Hazardous waste:** Classified as specified in the Basel Convention and whose transport class and conditions are determined within the scope of SOLAS, are not intended for direct use or dangerous goods or packaging and cargo transport units carrying dangerous goods, transported to be disposed of by recovery, disposal, incineration, or other means and refers to its parts, solutions, mixtures and used packaging and cargo transport units.

**Dangerous good :** Petroleum and petroleum products included in ANNEX-1 of the International Convention for the Prevention of Pollution from Ships (MARPOL 73/78), packaged substances listed in the International Maritime Dangerous Goods Code (IMDG Code), bulk materials with UN Number given in ANNEX-1 of the International Maritime Solid Bulk Cargoes Code (IMSBC Code), the substances given in Chapter 17 of the International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code), the substances given in Chapter 19 of the International Code for the Construction and Equipment of Ships Carrying Liquefied Gas in Bulk (IGC Code) and substances that have not yet been included in these lists but due to their physical and chemical properties or their potential to damage life, property and environment during their transport and their improperly cleaned packages and containers are defined as hazardous substances.

**Inerting:** Pumping of inert gas in a tank with the objective of satisfying inert conditions.

**Cargo Related:** It refers to the sender, recipient, representative or transportation organizer of the dangerous cargo.

**ANNEXES**

ANNEX-1: General Layout Plan of the Port Facility

ANNEX-2: General View Photos of the Port Facility

ANNEX-3: Emergency Contact Points and Contact Information

ANNEX-4: General Layout Plan of Areas Where Dangerous Loads Are Handled

ANNEX-5: Fire Plan for Areas Handling Hazardous Loads

ANNEX-6: General Fire Plan of the Port Facility

ANNEX-7: Emergency Plan

ANNEX-8: Emergency Assembly Points and Sketch of Response Equipment for Pollution Caused by Petroleum

ANNEX-9: Emergency Management Scheme, Emergency Response Teams and Contact Information

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ANNEX-11: Leakage Areas and Equipment Entry/Exit Drawings for CTU and Packages

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ANNEX-30: Personnel Training and Job Definition

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