

Ras Laffan Industrial City Port Department Port Regulations Division

RAS LAFFAN PORT INFORMATION AND REGULATIONS GUIDE QRG-CL-005



Six LNG Vessels loading simultaneously in Port of Ras Laffan

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Table of Contents

PRE	FACE		9
	Defin	itions	10
	Abbre	eviations	13
1.0	GEN	ERAL INFORMATION	15
	1.1	Port Description	-
		1.1.1 General	
		1.1.2 Buoys	
		1.1.3 Cargo	
	1.2	Port Limits	
		1.2.1 Port Coordinates	
		1.2.2 SPM Facility	
	1.3	Pre-arrival Information	
	1.4	Conditions of Use of RLC Port	
	1.5	Port Control	
	1.6	Communication	17
	1.7	Shipping Agency Representation	17
	1.8	Scheduling of Marine Services	
	1.9	Port Services	
	1.10	Port Tariff and Charges	18
	1.11	Equipment, Use of Port Facilities and Equipment	18
	1.12	Port Navigational Aids Dues	18
	1.13	Port Clearance	18
	1.14	Early Departure Procedure (EDP)	18
	1.15	Medical Assistance	18
	1.16	Incident Reporting	18
		Immigration and Persons in Transit	
	1.18	Shore Leave	19
	1.19	Use of Port Crafts	19
	1.20	Mooring Buoys	19
	1.21	Bunkers and Water	19
	1.22	Port Inspections	
		1.22.1 Port Regulation Inspection	20
		1.22.2 Port State Control Inspection	
		Port Working Hours	
		Public Holidays	
		Time Zone	
		Airdraft Restrictions	
	1.27	Single Hull Tankers	20
2.0	GEN	ERAL RULES AND REGULATIONS	21
	2.1	Laws and Conventions	
	2.2	Accommodation doors, Windows and Portholes	21
	2.3	Automatic Identification System (AIS)	21
	2.4	Anchors	
	2.5	Air Condition / Ventilation Units On-board Ships	
	2.6	Arrest	22



	2.7				
	2.8	Conditions of Acceptance			
		2.8.1 All Vessels except OSV and Tugs & Barges	.22		
		2.8.2 Offshore Service Vessels	.23		
		2.8.3 Tugs and Barges	.24		
	2.9	Diving Services	25		
	2.10	Equipment, Fit For Use	25		
		Exemptions and Permits			
		Gangway Requirements			
		Inerting, Tank Cleaning, Gas Freeing and Purging			
		Insurance			
		Load Lines			
	2.16	Lowering Of Lifeboats			
		2.16.1 Boat Drill / Launching of Life Boat inside the Harbour at Berth			
		2.16.2 Boat Drill/ Launching of Life Boat at Anchorage			
		Immobilization and Repairs of Main Engine			
		Manpower Administration and Compliance with Labour Law			
	2.19	Mooring Requirements and Fire Wires			
		2.19.1 Fire Wires			
		2.19.2 Mooring requirements			
		Notification of Deficiencies and Failures			
		Pilot Ladders			
		Prohibition/Prohibited Activities			
		Razor Wire – Piracy Protection			
		Removal of Objectionable or Unclaimed Material, Equipment or Cargo			
		Responsibility for Damage to facilities			
		Salvage and Wreck Removal			
		Scuppers and Drip Trays			
		Shipboard Radio, Radar And Other Equipment			
		Shipside De-rusting and Painting			
		Ship/Shore Co-Operation - Tanker Alongside			
		Vessel Suitability			
		Ship To Ship Transfer			
		Stores, Provisions and Spare Parts			
		Sulphur Vessels			
		Unauthorized Craft Alongside			
	2.36	Underwater Inspection / Cleaning			
		2.36.1 Underwater Diving / Inspection			
		2.36.2 Underwater Cleaning	.34		
3.0	POR ⁻	TNAVIGATION	35		
	3.1	Charts & Publications	35		
	3.2	Flags and Signals	35		
	3.3	Pilot Passage Plan	35		
	3.4	Underwater Keel Clearance	35		
	3.5	Draught and Trim	35		
	3.6	Caution Speed	35		
	3.7	Right of Way			
	3.8	Prohibited Areas / Gas Lines	36		



	3.9	Pilotage	36
	3.10	Pilotage Exemption	36
	3.11	Restrictions	37
	3.12	Towage Services	37
	3.13	Tug Stand-By	38
	3.14	Double Towage	38
4.0	CAR	GO OPERATIONS INFORMATION & REGULATIONS	39
	4.1	Cargo Operations - General	
	4.2	General Cargo Operations	
	4.3	Stevedoring	
	4.4	Equipment Suitability of Cargo Equipment Used	
	4.5	Heavy lifts and abnormal loads	
	4.6	Dunnage	
	4.7	Document of Compliance for the Carriage of Solid Bulk Cargoes	
5.0	HEA	LTH, SAFETY, SECURITY AND ENVIRONMENT	42
PAR	T- A:	HEALTH	42
	5.1	Health and Quarantine	42
PAR	T- B:	SAFETY	42
	5.2	Bunker, Ballast and Cargo Oil Tank Openings	42
	5.3	Cargo Tank Venting During Loading	
	5.4	Cellular/Mobiles Phones	
	5.5	Dangerous/Hazardous Cargo	
	5.6	Emergency Response	
	5.7	Explosives	
	5.8	Funnel Discharges and Sparks	
	5.9	Galley Stoves and Cooking Equipment	
		Request for No Objection to Hot Work	
		Naked Lights	
		Portable Radio Transmitters, Flashlights (Torches) and Electrical Equipment	
		Smoking	
PAR		SECURITY	45
		Access to Port Premises/Terminals	
		Alcohol, Drugs and Prohibited Items	
		Cameras	
		Fire Arms	
		International Ship And Port Facility Security Code (ISPS)	
	5.19	Stowaways	46
PAR	T- D:	ENVIRONMENT	46
	5.20	Ballast, Oil Transfers and Pollution Prevention	46
	5.21	Hold Cleaning/Washing Whilst at Berth and/or Inner Anchorage	48
	5.22	Jetty Boil Off Gas Recovery	48
		Sea and Overboard Valves	
	5.24	Sewage	48
		Vapour Emission Control	
		Waste (Garbage) Disposal	
		AL INFORMATION AND REGULATIONS FOR THE RLC SPM TERMINAL	
		· · · · · · · · · · · · · · · · · · ·	~ ~



6.0	SPM	GENERAL INFORMATION	51
	6.1	Purpose & Introduction	.51
	6.2	SPM Details	.51
	6.3	Navigation Aids	.52
	6.4	Approaches to RLC SPM Terminal	.52
	6.5	Meteorological Conditions	.52
7.0	SPM	TERMINAL INFORMATION	54
	7.1	Tanker Acceptance Criteria	.54
	7.2	Pilotage	.54
	7.3	Pilot Boarding Station	.54
	7.4	Tanker Waiting Area	
	7.5	Pilot Embarkation and Disembarkation	
	7.6	Tanker Speed for Transferring Shore Personnel and Cargo Gears	
	7.7	Marine Support Crafts	
	7.8	Shore Leave	
	7.9	Fresh Water, Bunkers and Stores	
		Waste, Slop & Garbage Reception Facilities	
		Medical	
		Repatriation & Crew Changes	
		Main Engine	
8.0		MOORING & UNMOORING OPERATIONS	56
	8.1	Safety	
	8.2	Mooring the Tanker	
	8.3	Unmooring the Tanker	
	8.4	Weather Limitations	
	8.5	Using of Anchors	
9.0	-	CARGO OPERATIONS	58
	9.1	Loading Operation	
	9.2	Movement of Support Vessels, Workboats and other Crafts	
	9.3	Tank Openings	
	9.4	Bow and Manifold Watchman	
	9.5	Hose Disconnection	
APP	ENDI		59
	1.	Port Contact Information	
	2.	Berth Limitations.	
	3.	Pre-Arrival Questionnaire	
	4.	Port of Ras Laffan Conditions of Use - LNG	
	5.	Port of Ras Laffan Conditions of Use – All Vessels	
	6. 7	Port of Ras Laffan Pilotage and Port Information	
	7. 8.	Pilot boarding arrangements No Objection to Hot Work Form	
	8. 9.	Request for Garbage Delivery to Shore Reception Facility Form	
	9. 10.	Request for Oil Waste Delivery to Shore Reception Facility Form	
	10. 11.	Request for Sewage Delivery to Shore Reception Facility Form	
	11.	Nequestion Sewage Delivery to Shore Reception Facility Formation	. / /



PREFACE

Ras Laffan Port is managed, operated and regulated by Qatar Petroleum (QP). The RLC Port Authority includes the person or persons, his deputies and assistants, authorized by QP, to exercise the powers, or perform duties in respect of operations, administration and control of the Port, and the development and enforcement of regulations.

This Port Information and Regulations Guide is intended as a reference for the purpose of acquainting Owners, Charterers, Masters of Vessels and other interested parties with general information pertaining to facilities, requirements, regulations and services available at Ras Laffan Port.

Every Vessel, which arrives at RLC Port, is required to be provided with a copy of this Guide and every Master / Owner contracts to abide and comply with the Rules and Regulations contained herein.

Vessels are also required to have on-board the latest edition of "Rules and Regulations for Seaports" enacted by The Cooperation Council of Arab States of the Gulf as a guidance.

This Guide does not replace or modify official publications covering the waters, areas, hazards or other subjects to which it pertains, nor is it intended for such purposes. The information contained herein is believed to be accurate but RLC Port Management makes no warranties and assumes no responsibilities regarding this or any other information which may appear in supplemental publications, additions or corrections supplied by QP or other official parties in any form.



Term	Description
Abnormal Load	 a) For road transportation, this means any load exceeding: Height: 4.2 m (inclusive of vehicle) Speed: 60% slower moving than the posted minimum speed or 30 km/hr whichever is less Width: 2.6 m (inclusive of vehicle width) Weight recommended as gross vehicle weight by vehicle manufacturer Any load that is either longer than 1 m over the back of the loaded vehicle or 12 m is considered an abnormal load. b) For cargo lifting operations, means any item with a length or breadth equal to or exceeding 12.0m and/or a mass, which equal or exceeds 50.0
Agent	metric tons. A licensed agent in the Port who transacts or supervises a ship's business, such as customs and immigration procedures, insurance, or documentation, on behalf of the owner/charterers.
Approved Equipment	Equipment of a design that has been tested and certified by a recognised authority (e.g. a Government Department, Classification Society, QP Corporate HSEQ Department etc.) as being safe for use in a specified zone, manner or condition, and duly endorsed by a certifying stamp on such equipment and the accompanying certificate as issued by such authority.
Arrived Vessel	A Vessel duly nominated by the agent and duly accepted by the Port.
Ballast Water	Water taken into a Vessel's tanks when partially loaded or not loaded to maintain suitable stability and reduce stresses to the hull structure.
Business Partner	Any Company or Joint Venture duly authorized to establish an industry at Ras Laffan Industrial City under specific Land Lease and Port Users Agreement with QP.
Company	QP as beneficial holder of the concession to use and utilize the Port, and, solely for the purpose of the indemnity and waiver of liability provisions set forth in the Conditions of Use.
Conditions of Use	The documents titled "Conditions of Use Ras Laffan Port" which shall be signed by the master of every Vessel prior to entry to the Port and which sets forth additional terms and conditions with respect to the use of the Port.
Draft	The depth below the waterline of the deepest part of the Vessel.
Drugs	Drugs (e.g. narcotics) which have been used, or obtained with the intention of being used, for the effects they produce.
Environmental Guidelines	The guidelines issued by the RLC Industrial City Management, or any other Government Authority, or through International Conventions advising on the minimum acceptable environmental requirements and maximum permissible criteria for effluent, gases, and operational waste.
Gas Carrier	Any Vessel designed for the bulk carriage of liquefied gases, by sea.
Gas Free	A tank, compartment or container into which fresh air has been introduced in sufficient quantities to lower the level of any flammable,



Term	Description
	toxic, or inert gases to that required for a specific purpose e.g. hot work, entry, etc.
Grey Water	Waste water generated from domestic activities such as dish washing, laundry and bathing and other galley activities.
Hazardous Cargo	Cargo of any kind classified by international or local regulations as Hazardous cargo.
Heavy Lift	Any single item of cargo with a weight in excess of 20 tonnes but excludes ISO shipping containers or cargo contained in the ISO container.
Hot Work	Work involving sources of ignition or temperatures sufficient or spark potential to cause the ignition of a flammable gas mixture. This includes any work requiring the use of any one, or combination of, the following - welding, burning, grinding, or soldering equipment, blow torches, some power driven tools, portable electrical equipment which are not intrinsically safe, sand blasting, and internal combustion engines.
Hot Work Authorization	a document issued by the Port Authority, acknowledging specific hot work to be performed on board the Vessel over a specified time period, in a defined area.
Incident	An event that causes damage to Port Assets.
Inert condition	A condition where the atmosphere throughout the tank or space has been reduced to not more than 8% oxygen by volume for an oil tanker and not more than the LEL limits of the previous cargo carried in such tank or space for a gas carrier.
Inert Gas	A gas or a mixture of gases, such as flue gas, containing insufficient oxygen to support the combustion of hydrocarbons.
Intrinsically Safe	The condition whereby any spark or thermal effect, generated by the normal operation or accidental failure of the equipment, is incapable, under prescribed test conditions, of igniting a prescribed gas mixture. Any equipment so rated will be certified, by the appropriate body, as 'Intrinsically Safe'.
Master	The master of the Vessel or, in his absence, his duly authorised deputy.
Moorings	The system for securing a ship to a terminal. These are to be in accordance with the relevant OCIMF Mooring Equipment Guidelines and IMO circular "guidance on board ships towing and mooring equipment"
Naked Lights	Open flames, exposed incandescent material or any other unconfined source of ignition.
Offshore Support Vessel	Any Vessel exclusively supplying services to the offshore oil & gas industry.
Pilotage Exemption Certificate	A certificate issued by the Port Management authorizing the Master of a Vessel to perform pilotage acts within the defined Port Area.
Port	Ras Laffan (RLC) Port and includes the Port's Area and the areas defined within the Port Limits.
Port Access Documents	Documents submitted to the Master of every Vessel prior to entry to the Port. The document includes Conditions of Use, Pilotage Passage Plan,



Term	Description
	Ballast Declaration, Navigation Equipment Check List and the Port Time Sheet.
Port Area	The area of land and water enclosed by and including, the breakwaters, and the Port security fence.
Port Tariff	The applicable terms, conditions and scale of charges levied by the Port Management for the use of the Port facilities and the provision of services within the Port. Port Management reserves the right at any time to amend, alter or change the Port Tariff with or without prior notice. The Port Tariff is obtainable through the Agency.
Port user	Vessel interests (owners, charterers, operators manager), Shipping agents, cargo importers or exporters, transporters or Customs clearance brokers and all other parties who make RLC Port as their base for various offshore activities.
Port Users Agreement	An agreement between QP and a Business Partner governing the conditions of use of the Port in connection with the Business Partners' activities.
Prohibited Items	Any item declared by Qatar legislation to be prohibited, including, but not limited to, pornographic material in any form or Pork products.
Responsible Officer (or person)	The person appointed by the master of the Vessel and empowered to take all decisions relating to a specific task, having the necessary knowledge and experience for that purpose.
RLC Port Management or Port Authority	QP or any successor of QP, in its capacity as the party entrusted with the management and administration of the RLC Port, and more specifically the Port Management designated by QP or its successor, to be responsible for the administration and control of the Port. Such Port Management or manager includes the person or persons, his deputies and assistants, authorized by QP or its successor, to exercise the powers or perform the duties in respect of operations, administration and control of the Port, and of making and enforcing regulations.
Segregated Ballast Tanker	A tanker which meets the segregated ballast requirements of MARPOL 73/78 and whose ballast water is introduced into dedicated ballast tanks by a completely separate system to that used for the transfer of cargo oil and fuel oil.
Shall	Mandatory action.
Should	Preferred action.
Stevedores	A company or organization engaged by the Port to undertake loading / unloading operations on various cargo ships and supply vessels.
Third party	Resources or services provided to the Port user by a different entity other than QP or RLC or their assigned contractor.
Tank Cleaning	The process of removing hydrocarbon vapours, liquid, or residue.
Terminal	The Port or Business Partners' installations where Vessels are berthed for the purpose of loading/discharging cargo.
Terminal Regulations and Information	Rules, regulations, conditions, guidelines, procedures, recommendations and information issued by the relevant Business Partner or the Port



Term	Description
	Management for the purpose of conducting safe and efficient cargo operations at their Terminal.
Trim	The difference between the forward and aft draughts.
Vessel	Any ship, craft or other floating navigable object.

Abbreviations

Abbreviation	Definition
AIS	Automatic Identification System
CD	chart datum
COC	Certificates of Competence
CPW	RLC Industrial City Common Permit to Work
DWT	Deadweight tonnage
ECDIS	Electronic Chart Display and Information System
EDP	Early Departure Procedure
ERCC	Emergency Response Coordination Centre
ETA	Estimated Time of Arrival
ETD	Estimated Time of Departure
HSSE	Health, Safety, Security and Environment
Hz	Hertz
ILO	International Labour Organization
IMDG	International Maritime Dangerous Goods
IMO	International Maritime Organization
IMSBC Code	International Marine Solid Bulk Cargoes Code
ISGOTT	International Safety Guide for Oil Tankers and Terminals
ISM	International Safety Management
ISPS	International Ship and Port Facility Security
LNG	Liquefied Natural Gas
LOA	Length overall of the Vessel
LPG	Liquefied Petroleum Gas
MARPOL	International Convention for the Prevention of Pollution from ships
OBO	Ship designed to carry either petroleum cargoes or dry bulk
OCIMF	Oil Companies International Marine Forum
OSV	Offshore Support Vessel
OVID	OCIMF Offshore Vessel Inspection Database
P & I	Protection and Indemnity Club
PEC	Pilotage Exemption Certificate
PFSO	Port Facility Security Officer
QP	Qatar Petroleum
RECSO	Regional Clean Sea Organization

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Abbreviation	Definition
RLC	Ras Laffan Industrial City
ROPME	Regional Organization for the Protection of the Marine Environment
SBT	Segregated Ballast Tank
SOLAS	International Convention for the Safety of Life at Sea
SOPEP	Shipboard Oil Pollution Emergency Response Plan
SPM	Single Point Mooring
UHF	Ultra High Frequency
VHF	Very High Frequency



1.0 GENERAL INFORMATION

1.1 Port Description

1.1.1 General

Situated on the North East coast of Qatar, in Latitude 25 55.5'N Longitude 5136.5'E, the purpose built Port of Ras Laffan (RLC) has been designed as the export facility for Liquefied Natural Gas (LNG), Liquid Petroleum Gas (LPG), Condensates, Petroleum Products and Sulphur which are all derived from the processing of gas extracted from the North Field Gas Reservoir situated 67 km NNE of the Port.

1.1.2 Buoys

Fairway Buoy:

A conventional shaped buoy, painted in vertical red and white stripes, with "Ras Laffan" written in white on the sides. It has a focal plane of six (6) metres and is equipped with:

- Racon (signature Morse code letter 'G')
- Fog signal (2 sec. blast every 10 sec.) range 0.5 miles, synchronized with the light.
- Conventional bell, worked by buoy movement.

Channel buoys:

There are two channels, see BA Chart 3781 for details.

For position and light characteristics of Buoys / Beacons, see BA Chart 3781 for details.

Buoys are all of a similar and conventional shape, with:

- Starboard Hand buoys painted green, with a green "triangle" topmark (apex upward), and identified by white "odd" numbers from the Fairway Buoy as RL1, RL3, RL5 and RL7.
- Port Hand buoys painted red, with a red 'can' top mark, and identified by white 'even' numbers from the Fairway buoy.

1.1.3 Cargo

Annual cargo throughput is mainly:

- Export of LNG and associated Hydrocarbon products such as condensates, refined products and LPG.
- Sulphur is a by-product in the process of producing LNG and its associated hydrocarbon products.
- Exports of Gas to Liquids (GTL) products.
- Imports consist mainly of project cargoes associated with construction of the LNG and other industrial plants in RLC.
- Imports of Cement and aggregates.

1.2 Port Limits

The Port of Ras Laffan consists of the Port and the SPM facility.

1.2.1 Port Coordinates

The Port Limits of Ras Laffan are bound by the following geographical coordinates:

1	25°56.5'N	051°31.5'E
2	25°58.0'N	051°33.5'E
3	25°56.0'N	051°43.0'E
4	25°54.0'N	051°43.0'E
5	25°50.5'N	051°35.0'E

		QRG-CL-005	
\wedge		Rev. No:	08
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Qatar Petroleum	-	Date:	10-01-2017
		Page No.:	16 of 77

The Port of Ras Laffan Port is bound by two 10km long breakwaters with a 1km long offshore breakwater separating the two entrance channels. The two entrance channels are 400m wide and have been dredged to minus 15m CD. Within the four docks the depth reduces to minus 13.5m.

The enclosed Port area accommodates LNG Carriers, LPG Carriers, partly laden/ballasted tankers up to 300,000 SDWT, Dry Cargo Vessels, bulk (sulphur) carriers, tug/barge spreads carrying construction materials or equipment and Offshore Service Vessels serving the offshore Oil & Gas Industry.

The Port Limits also include the following dedicated Anchorage area:

25° 55'N 051° 45' E 25° 55'N 051° 48' E 25° 48'N 051° 45' E 25° 48'N 051° 45' E

The above anchorage area has been divided into 21 segments and RLC Port Control will advise in which segment the Vessel should anchor.

In addition to the designated anchorage area, OSV and other small craft in consultation with RLC Port Control may anchor in the shelter of the Southern breakwater but may not approach closer than 500m to the breakwater.

1.2.2 SPM Facility

The Port Limits of Ras Laffan are bound by the following geographical coordinates:

There are two SPMs of the CALM design, positioned as follows:

CALM 1 26° 00' 33.64"N 052° 03' 39.48"E CALM 2 26° 00' 40.59"N 052° 04' 51.01"E

SPM Anchorage is within the following coordinates:

26° 02.4'N 052° 11.4'E 26° 02.4'N 052° 13.2'E 26° 00.8'N 052° 11.4'E 26° 00.8'N 052° 13.2'E

1.3 Pre-arrival Information

ETA's shall be given at least, 7 days, 72 hours, 48 hours and 24 hours, in advance of arrival, with notification of variations in excess of 4 hours within the last 24 hours. Such notices should be addressed to RLC Port Control through the Agent.

Within six (6) hours of arrival, Vessels should contact RLC Port Control by VHF via channel 16 or 12. For Vessels calling at SPM, the notice should be in a written form addressed via the Agent.

The 72 hours ETA notice shall include the information as required in the appended Pre-arrival Questionnaire.

For Vessels operating within Qatari waters, pre-arrival notices are required to be sent to RLC Port control via VHF or via the Vessel's Agent, at least 24 hours prior to arrival.

Pre-arrival notice is to be confirmed 4 hours prior to arrival.

Vessels requiring Immigration, Customs or Health clearance shall advise of their ETA to the Agent 48 hours prior to arrival.

Fuel and Water requirements are to be made to concerned approved service providers in writing through the Agent, at least 24 hours in advance.

قطر للبترول Qatar Petrokum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	17 of 77

ETD / Shifting Notice:

All Vessels shall, through their Agents, provide notice of their ETD or shifting time at the latest when loading / discharge is 50% completed and shall regularly update such notice as and when it becomes apparent that the estimate has changed by more than 45 minutes

1.4 Conditions of Use of RLC Port

This document, as appended in appendix 4 and 5, shall be signed and stamped by the Master of the arriving Vessel before the Vessel is permitted to enter the Port. Vessel / Owners / Operators shall get familiar with the conditions of use prior to the Vessel calling the Port. Vessel(s) not agreeing to conditions of use shall be denied entry to the Port.

1.5 Port Control

RLC Port Control operates on a 24 hours / day basis for communications and surveillance. Masters are encouraged to contact "Port Control" and should they have any concerns or be in doubt as to the operational requirements of the Port.

All movements within the Port Limits are subject to the permission of the Port Management. Any Vessel wishing to enter, leave, or move within Port Limits should seek the permission of RLC Port Control on VHF channel 12 (before moving).

Masters should note that the dredged channels to and from the RLC Port are subject to controlled navigation at all times.

1.6 Communication

All communications shall be in English language. Communication with Ras Laffan Port Control can be maintained on Ch-12

1.7 Shipping Agency Representation

Except Government Vessels, all Vessels calling at RLC Port shall be represented by a shipping agency, which is approved/licensed by the RLC Port Authority.

1.8 Scheduling of Marine Services

Port has protocols for handling of Vessels, which are decided at the sole discretion of the Port Management.

Scheduling of provision of marine services shall be arranged in consultation with the Business Partners, taking into consideration their agreed schedules, weather condition, traffic and any other factor at the sole discretion of the Port Management

1.9 Port Services

Only services provided or authorised by the Port Authority shall be utilised within the Port Area. The use of the Port equipment, services and facilities shall have priority over other third party equipment, services and facilities. Requests for the various services shall be made through the Vessel's Agent. No third party services, equipment or facilities shall be allowed within the Port Area without the prior written approval of the Port Management having been obtained.

See also sections pertaining to equipment, use of Port facilities and equipment and Equipment suitability of equipment used and Cargo Operations.

Cargo handling rights are vested exclusively with the Port Authority or its nominee within the Port limits.

قطر للبترول Qatar Petrokeum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	18 of 77

1.10 Port Tariff and Charges

Port Charges are levied for the use of the RLC Port facilities and the provision of services. Port charges are payable in advance and according to the applicable Tariff as published and amended from time to time by the Port Authority.

The Port Authority has exclusive rights to issue the Port Tariff, which will contain the terms and conditions and the scale of charges that shall apply for the use of premises, facilities, works, equipment and services within the Port.

The Port Authority has the exclusive right to alter, change, or amend from time to time any or all charges, terms, conditions or interpretations contained in the Port Tariff with or without prior notice. The Port Tariff can be obtained, upon request, through the Vessel's Agent.

1.11 Equipment, Use of Port Facilities and Equipment

The use of the Port equipment, facilities and services shall be given priority over other equipment, facilities and services whenever suitable and available for hire by the Vessels' owners, operators, cargo owners or contractors and subcontractors. The Port Authority reserves the right to assign the equipment most suitable, in the opinion of the Port Authority, for the work to be performed.

Port Authority may permit deployment of third party equipment or services only if port resources are unable or unavailable to perform the work for which the third party equipment or services are required. Such permission shall be requested sufficiently in advance to allow the Port to assess its options. All third party equipment / manpower shall be certified and endorsed by QP Corporate HSE department. Third Party equipment charges are applicable as per RLC Port Tariff.

1.12 Port Navigational Aids Dues

Local navigational aids dues are collected from the Vessels as per RLC Port Tariff.

1.13 Port Clearance

Every Vessel wishing to leave the RLC Port and proceeding to a destination outside Qatari waters is required to obtain Port Clearance issued by the Port Management.

A Port Clearance may be withheld from any Vessel by the Port Management for any violation to the provisions of the Laws and Regulations, or for any legal cause or restraint duly ordered by the Court in the State of Qatar, or for non-payment of Port charges.

1.14 Early Departure Procedure (EDP)

EDP is practised in RLC Port in accordance with procedures as laid down by the relevant Business Partners.

Upon the Vessel's arrival at the berth, the Vessel's Agent shall obtain written consent from the Master of his acceptance of EDP at the Port.

1.15 Medical Assistance

Any Vessel requiring urgent medical assistance whilst at berth or at inner anchorage can contact RLC Port Control, informing the nature of medical assistance required together with details of the patient etc.

The Vessel shall follow up the initial request with the agent for arranging necessary Shore Leave Permit with immigration authorities.

1.16 Incident Reporting

All incidents including but not limited to collision or sunk by collision or running aground or loss of anchor/s or parting of chains whilst anchored, pollution and incident involving Health and Safety or in any way out of control or in situations that may endanger the Safety, Environment and Security

	QRG-CL-0)5	
\land		Rev. No:	08
فطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	19 of 77

of shipping, within the limit of the Port must be reported to Port Control with the details of the name of Vessel, position and nature of situation.

Any damage caused to the berth or any of the installations or to any object or vehicle on the quayside or any spillage of material or liquids that may cause pollution or damage to the environment shall be reported to RLC Port Control immediately.

1.17 Immigration and Persons in Transit

Immigration and transit facilities for personnel of arriving and departing ships are available through the Vessel's Agent and can be handled through the Port to and from Hamad International Airport in the capital city Doha.

A minimum of 72 hours, prior notice to the Vessel's Agent is normally required, with full details of names, passport and seaman book for crew transits.

Passport and seaman's Book are mandatory for a seaman to join a Vessel, apart from watch. Keeping certificates as per the STCW 1978/1995 as amended.

Embarking and disembarking crew and visitors should be reported to the PFSO.

1.18 Shore Leave

Security Gate passes are required for all personnel proceeding ashore.

Shore leave can be arranged through the Vessel's Agent, including transport from and to the Vessel. Gate passes are supplied by the Vessel Agent to the Master and shall be returned prior to sailing.

1.19 Use of Port Crafts

All persons who are not employees of Qatar Petroleum and who wish to use the pilot boat, tug or mooring boat as a means of transport must sign a Letter of Indemnity, prior to boarding the aforementioned Vessel.

1.20 Mooring Buoys

Mooring buoys can be deployed on purpose within the RLC Port. These buoys are available for short, medium or long term hire subject to prior approval from RLC Port Management. Charges will be applicable for such use.

1.21 Bunkers and Water

Except for OSV and Project Crafts / Boats, bunkering and fresh water facilities are not available for shipping. Gas oil and water can be requested for supply by road tankers at the dry cargo berths through the concerned agents / service provider(s).

OSV and Project Crafts / Boats can be supplied with Diesel (MGO) and fresh water through the relevant dispensing points on the old and new service berths in RLC Port as long as they are compatible with the specifications of these jetties.

These services are offered through a metered 3" line and the dispensing rate is maximum 50 m3/hr for diesel and 75 m3/hr for water. Hoses in use by Vessels and/or service providers should be certified and in good condition.

Responsible person on-board and ashore should be stationed at the area to observe the hose and connections for leaks.

The hoses should be drained and blinded before bringing them back to the shore.

Bunkering operations shall be carried out in accordance to the service provider's safety and operating procedures as approved by the Port Authority.

1.22 Port Inspections

This article describes the relevant inspections that the Vessel can expect in RLC Port:



1.22.1 Port Regulation Inspection

The RLC Port Authority reserves the right to inspect Vessels with regard to the compliance with the Port Regulations and the Condition of Acceptance.

During the Vessels stay in Port, the Vessel may be visited by Port officials for inspections and checks on standards for cargo handling and regulations, such as Port rules and requirements.

The Vessel's management is responsible for ensuring that Port officials have access to all relevant Vessel's certificates, documents and facilities.

Obstructing Port Officials from performing their duty can result in Vessel being removed from Port at Vessel's full expense besides imposition of other punitive measures as deemed appropriate by Port Management.

1.22.2 Port State Control Inspection

The State of Qatar is signatory to the Riyadh Memorandum of Understanding in the Arabian Gulf for Port State Control (PSC).

Vessels calling at RLC Port may be subjected to a Port state control inspections under the IMO Procedures for Port state Control, to ensure the safety of the Vessel and for protection of the marine environment.

1.23 Port Working Hours

The working hours are as follows:

- a. Cargo handling at Dry Cargo and Ro-Ro Berths: For normal working hours Port Tariff is to be referred. Work beyond that may be carried out, subject to overtime charges.
- b. Marine Services: Pilotage and Towage Services are provided on a 24/7 basis every day of the year.
- c. Material handling for OSV: Refer the Port Tariff for normal working hours. Work beyond that may be carried out, subject to overtime charges.
- d. Office Hours: Sunday to Thursday inclusive from 07:00hrs to 15:00hrs.This is for commercial activities and arrangement of required services.
- e. Port Control: Port Control is operated on a 24/7 basis.

1.24 Public Holidays

- Qatar follows the Islamic Calendar for religious holidays. Eid Al-Fitr and Eid Al-Adha are the two main holiday periods.
- December 18, Qatar National Day, is a Public Holiday.
- Every second Tuesday of the month of February, National Sport Day, is a Public Holiday.
- During the month of Ramadan, office hours are reduced to 5 hours per day and additional overtime may be charged for work or services outside of the 5 hours.

1.25 Time Zone

GMT + 3 hrs. There is no Daylight Saving Scheme in the State of Qatar.

1.26 Airdraft Restrictions

No air draft restrictions are applicable in RLC Port.

1.27 Single Hull Tankers

Single hull tankers are not permitted in Ras Laffan Port.



2.0 GENERAL RULES AND REGULATIONS

2.1 Laws and Conventions

Applicable Laws on which these Regulations are based:

- a. National relevant Laws of Qatar, including but not limited to:
 - Law No. 15 of 1980 "Qatar Maritime Law 1980" as amended
 - Law No. 30 of 2002 "Environment Protection" as amended
- b. International and regional conventions and/or agreements that the State of Qatar is a signatory to. The IMO Conventions ratified by Qatar can be obtained by following the link on the updated information on status of Conventions http://www.imo.org/Conventions/mainframe.asp?topic_id=248
- c. Any other relevant laws, decrees and regulations governing any matters referred to in these
- Port regulations.

Nothing in these Regulations shall be construed as over-riding or contradicting:

- The Laws of the State of Qatar
- The provisions of international and/or regional regulations as applicable upon ratification by State of Qatar
- The practice of good seamanship.

Nothing contained herein shall be construed as relieving the Master of any Vessel from his responsibility for the safety of the Vessel under his command.

The Port Authority reserves the right at any time, to alter, change or amend any or all of the provisions contained in these Regulations and in the "Conditions of Use" with or without prior notice. Neither the Port Authority nor its servants or agents (in whatsoever capacity they may be acting) shall be liable for any costs incurred by a Vessel, its Owners, Operators, Charterers or Agents as a result of a refusal to load or discharge all or part of the nominated shipment, delay to or suspension of loading, berthing/unberthing, discharging or bunkering, or a requirement to vacate the berth.

2.2 Accommodation doors, Windows and Portholes

All external doors, windows and portholes shall remain closed during the Vessel's Stay within the Port.

The outermost doors to the accommodation block, engine-room and motor-room should preferably be fitted with self-closing devices. This regulation applies to LNG carriers, LPG carriers, oil tankers and Vessels loading Sulphur.

2.3 Automatic Identification System (AIS)

All Vessels are required to have a fully operational AIS which must be kept "On" whilst the Vessel is manoeuvring or at anchor or under pilotage whilst in the Port waters.

Masters shall ensure that all the manual input data has been updated accordingly.

When alongside a terminal or Port area where hydrocarbon gases may be ventilated, the AIS, if not fitted with a "low power lock" should either be switched off or the aerial isolated with a dummy load

2.4 Anchors

The anchors must be unlashed and ready for immediate use, while transiting the channel and manoeuvring within the Port.

2.5 Air Condition / Ventilation Units On-board Ships

Air condition units on board ships should be in good working condition and maintained to be in an effective condition at all times.

Air-conditioning systems, whether centralized or individual unit type, should be designed to:

قطر للبترول Qatar Petroleum	QRG-CL-0)5	
		Rev. No:	08
	Port Information and Regulations Guide	Draft No:	Final
		Date:	10-01-2017
		Page No.:	22 of 77

- a. Maintain the air temperature on the bridge to a maximum of 25°C.
- b. Ensure a sufficiency of air changes in all air-conditioned spaces, taking into account of the particular characteristics of operations so as not to produce excessive noises or vibrations.
- c. Intakes of central air conditioning or mechanical ventilation systems (fans) should be adjusted to prevent the entry of dangerous gases or vapours, if possible by the 'recirculation' of air within the enclosed spaces.

If, at any time, it is suspected that dangerous gas or vapour is being drawn into the accommodation, the central air conditioning and/or mechanical ventilating systems should be stopped and the intakes covered or closed.

2.6 Arrest

No Party has the right to arrest a ship whilst in Ras Laffan Port without having an order to this effect from the Qatari Court having jurisdiction on such matters.

2.7 Change of Flag / Class / Crew / Owner / Operator

With the exceptions of OSVs and Project / Work boats, the Port Authority in principle does not allow Vessels to call RLC Port for any reasons except for cargo bound or for export from RLC based industries, prior to approval. Similarly, Vessels calling at RLC dry dock for mandated business are required to follow these regulations.

Approved and accepted Vessels that wish to perform change of Flag, Class, Crew, Owner or Operator shall obtain the prior approval from the RLC Port Authority.

Owners upon fulfilling the new requirements of the Flag State/Class change are required to submit a copy of all the new Certificates to the Port Authority.

Vessel's Owners and Operators shall ensure that the new joiners are familiarized with all operational and emergency procedures in accordance to the Vessel's Safety Management System.

2.8 Conditions of Acceptance

2.8.1 All Vessels except OSV and Tugs & Barges

The Master and Owners of each Vessel utilizing the RLC Port shall ensure that such Vessel and its Master, Officers and crew, comply with all applicable laws which are in force, including by-laws, rules, regulations and/or ordinances enacted or issued by a Governmental competent authority and the "RLC Port Conditions of Use" (hereinafter called "applicable laws").

Vessels nominated for the Port shall be capable of operating within the limitations of the berth, loading facility, and mooring equipment, as set forth in these Regulations. Port Authority shall have the right, at its sole discretion, to exempt a Vessel from the application of the aforesaid design limitations and notify the Master of the Vessel accordingly. It is the responsibility of the Master, the Owners, and the Operators of each Vessel nominated for the Port to ensure the safe conduct of its operations at the Port, and to ensure that his Vessel meets the following requirements:

- a. In the case of Vessels nominated for the carriage of liquefied gases in bulk, Vessels shall be designed, constructed, equipped, operated and maintained to comply with the provisions of the IMO Code and any amendments, for the Carriage of Liquefied Gases in Bulk Vessels designed for the carriage of liquefied gases in bulk, which for any reason are not subject to the provisions of the IMO Code, shall hold a valid certificate issued by the Flag State administration of the Vessel, or by a Classification Society acceptable to the Company, confirming that the Vessel is designed, constructed, equipped, operated and maintained to the IMO standards for such Vessels.
- b. Conventional Tankers, Chemical Carriers, and Dry Cargo Vessels shall comply with all relevant International Rules, Regulations and Classification Society Rules.

Vessels shall have on board a Master and sufficient officers and crew trained and qualified in accordance with the relevant provisions of the International Convention on Standards of Training, Uncontrolled Document After Printing

قطر للبترول Qatar Petroleum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	23 of 77

Certification and watch keeping for seafarers, and any subsequent amendments, where applicable. In all cases, the training qualifications and experience of the Vessel's staff shall be appropriate for the safe conduct of the loading or discharging operations being conducted at the Port and the nature of the products being handled.

Vessels shall have and retain on-board sufficient personnel with good working knowledge of the English language to, at all times, enable operations to be carried out safely and efficiently and to maintain immediate and reliable ship/shore communications on operating matters and in emergency situations.

Vessels shall have on board a complete and valid set of statutory and classification society certificates.

The Port Management and the relevant Terminal representative shall have the right at any time, to inspect the Vessel of all required certificates and documents to ensure compliance with the Port and Terminal Regulations.

Vessels shall vacate the jetty as soon as loading or discharging operations are completed, or at any other time as so directed by the RLC Port Management.

The Port Management shall, at its own discretion, have the right to suspend or cease cargo operations and may require the removal of any Vessel from the Port.

Neither the RLC Port Management, nor its servants or agents (in whatsoever capacity they may be acting), shall be liable for any direct or indirect costs and expenses incurred by a Vessel, its Owners, Operators, charterers, or agents as a result of a refusal to load or discharge all or part of a nominated shipment, delay to or suspension of loading or discharging, or a requirement to vacate the berth.

Each Vessel owner, operator, charterer whose Vessel calls at the Port and each owner or agent of cargo handled there at and each contractor or subcontractor whether individual, person, firm or corporation as a condition to receiving services at the Port, hereby agrees to indemnify and hold harmless the Port Management, any of its agents, servants or employees and any other person, firm or corporation engaged by the Port Management to furnish labour, materials or equipment relating to the services provided, from and against all losses, claims, demands and suits for damages including court costs and council fees, for deaths or personal injury or property damage that may be imposed upon the Port Management or any of its agents, servants, employees or contractors by any such Vessel owner, operator or charterer or such cargo owner or their agents or employees or contactors or subcontractors or any other third party as a consequence of such services received at the Port.

2.8.2 Offshore Service Vessels

The Master and Owners of each Vessel utilizing the Port shall ensure that such Vessel, and its Master, Officers and Crew comply with all applicable laws which are in force, including by-laws, rules, regulations and/or ordinances enacted or issued by a Governmental competent authority and the "Conditions of Use" (hereinafter called "applicable laws").

Vessels using the Port shall be capable of operating within the limitations of the berth, loading facility and mooring equipment, as set forth in these Regulations. Port Authority shall have the right, at its sole discretion, to exempt a Vessel from the application of the aforesaid design limitations and notify the Master of the Vessel accordingly. It is the responsibility of the Master, the Owners and the Operators of each Vessel nominated for the Port to ensure the safe conduct of its operations at the Port, and to ensure that his Vessel meets the following requirements:

- a. Vessels shall have on board a Master and sufficient Officers and Crew trained and qualified in accordance with the relevant provisions of the International Convention on standards of training, certification and watch keeping, and any subsequent amendment, where applicable.
- b. Vessels shall have and retain onboard sufficient personnel with a good working knowledge of the English language to, at all times, enable operations to be carried out safely and



efficiently and to maintain immediate and reliable ship / shore communications on operating matters and in emergency situations.

- c. Where applicable, Offshore Service Vessels shall have on board a valid Qatari Work Permit
- d. Vessels shall have on board a complete and valid set of Statutory and Class Certificates
- e. Vessels shall have on board a valid P & I certificate covering Collision, wreck removal, pollution and damage to fixed and floating objects
- f. Vessels shall have on board a valid Hull & Machinery Insurance Certificate.

2.8.3 Tugs and Barges

The towage of barges into and out of the Port will not be undertaken until the following are submitted or confirmed to the Port Authority:

- a. Tug & Barge valid Class and statutory certificates
- b. Towage Approval Certificate as required by the Port Authority
- c. Class approval for the Barge Stability Booklet
- d. Tug & Barge P & I certificates covering Collision, wreck removal, pollution and damage to fixed and floating objects
- e. Tug & Barge Hull & Machinery Insurance Certificates
- f. Confirmation that the barge is loaded according to the stability booklet.
- g. Confirmation that the cargo on the barge has been loaded and stowed under Master's supervision and responsibility
- h. Confirmation that the barge is loaded in accordance to the requirements of the Stability booklet (wherein the load condition is in accordance to the loading conditions as stipulated in the stability booklet)
- i. Confirmation that the Cargo is stowed properly and that the barge has positive stability for all stages of the voyage
- j. Confirmation that all barge manholes covers and other deck openings are properly secured and watertight prior to departure load Port
- k. Confirmation that the hull integrity of the barge is intact and that no water ingress or list is observed
- I. Confirmation that a Safe access for the tug and barge shall be provided upon berthing.

The towing operations shall be conducted in a safe manner in order to ensure safety at sea, prevention of loss of human life, avoidance of damage to the environment and to property and in accordance with the following IMO Recommendations and guidelines:

- a. Resolution A.765(18) on Guidelines on the safety of towed ships and other floating objects, including installations, structures and platforms at sea
- b. MSC/Circ.884 on guidelines for Safe Ocean Towing.

Towage operations into and out of the Port will only be conducted during the hours of daylight. In all events:

- a. The combination should be in possession of a valid towage approval certificate when navigating inwards or outwards or within the Port limits of industrial ports.
- b. In case the tow line breaks in the process of cast off from berth at the Port during departure, then a new towage approval certificate is required to be submitted for the combination
- c. The tug shall have adequate power in order to counter strong currents
- d. The tug shall have towage winch adequate to withstand the forces to which the tow is exposed and have means available to easily and rapidly shorten the tow line.
- e. No tow shall be undertaken with the tow line led directly to a set of bitts.
- f. The barge shall have an appropriate bridle recovery system,

Port Information and Regulations Guide	QRG-CL-005		
		Rev. No:	08
	Port Information and Regulations Guide	Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	25 of 77

- g. The barge shall be provided with an emergency towage system consisting of a spare towage bridal fitted with a floating rope and buoy so as to permit safe retrieval of the spare bridal by the towing Vessel in event of the main tow line parting,
- h. The barge shall display the appropriate the shapes and lights,
- i. The barge shall have appropriate boarding facilities when alongside berth.

2.9 Diving Services

Only QP approved divers are permitted to operate within the RLC Port limits.

QP approved divers can carry out "Commercial diving" for underwater surveys, and these may be arranged through the Vessel's Agent upon approval from RLC Port Authority.

Third party diving service providers will only be permitted, in case QP approved divers are not available.

Diving operation must conform to QP Diving procedure.

Diving operation is permitted in daylight only upon notification/approval of RLC Port Authority.

Scuba diving is not permitted for offshore/inshore operations.

- a. Any inshore diving operation shall be carried out by the Port Authority or if circumstances require an outside third party provider. The third party provider shall submit a full and comprehensive diving operation Method Statement to the Port Authority, prior to mobilization.
- b. The Method Statement shall include all the diving tables, working and therapeutic, to be used and will include details of the emergency procedures and medical resources relevant to the diving operations.
- c. All inshore operations shall be coordinated through the inshore diving office. Prior to commencement of any diving operations, a Permit to Work shall be issued and endorsed by the Industrial City Operations department representative and the QP diving supervisor.
- d. The Vessel used for diving operations shall display in prominent position the international flags, shapes and lights as is appropriate for the intended work site and inform all Vessels in the vicinity that diving operations are in progress.

2.10 Equipment, Fit For Use

All equipment used on-board any Vessel or ashore shall be fit for use and be appropriately maintained.

All certifications shall be up to date and available for inspection.

All portable electronic equipment and any electrical leads used with the equipment shall be regularly checked by a suitably qualified person, especially for any earth fault.

All electrical leads shall be continuous and without damage. Joining two leads together should be avoided and if necessary, shall be by means of Industry approved devices.

2.11 Exemptions and Permits

Port Management may grant exemptions from specific regulations in certain circumstances and on receiving fully justified reasons in sufficient time to assess the merits of the application.

Port Management reserves the right to grant or refuse any application without giving any explanation for the decision, to the applicant.

2.12 Gangway Requirements

The purpose built shore gangway at the Tanker and LNG berths shall be used at all times, unless unavailable or unsuitable for the Vessel, at which time, the Vessel is to provide an approved gangway.

قطر للبترول Qatar Petrokeum		QRG-CL-005	
		Rev. No:	08
	Port Information and Regulations Guide	Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	26 of 77

At berths, where no shore gangway is available, Vessels are to provide safe means of access between shore and the Vessel or in case of double banked Vessels; the offshore Vessel is to provide safe access between the Vessels

The gangway provided by any Vessel should conform to relevant IMO SOLAS Regulations with correctly rigged rails, embarkation steps, safety net, and appropriately positioned lifebuoy.

During the hours of darkness the access area on deck, and where possible, the length of the gangway should be floodlit.

A gangway watch shall be maintained at all times by competent shipboard personnel and a register of access to/from the Vessel shall be kept.

During the Vessel's stay alongside, notices and information shall be displayed at the gangway access area as required under the relevant Terminal Regulations and Information.

During the Vessel's stay alongside at the LNG and Tanker berths, the offshore accommodation ladder is to be rigged and lowered to a height of approximately 3 meters above the water. However, should the Master feel that these conflicts with the ISPS Code then the accommodation ladder may be rigged and swung out ready for immediate lowering in the event of an emergency.

2.13 Inerting, Tank Cleaning, Gas Freeing and Purging

All tankers nominated to load / unload at Ras Laffan operated terminals must be fitted with a fully operational inert gas system. All cargo tanks must be inerted to a maximum oxygen content of 8% by volume and be under positive pressure in accordance to SOLAS / FSS Code.

Ras Laffan Terminal Operations may accept Vessels / tanks in non-inerted or gas free condition, in case, Vessels are to load non-volatile cargoes (cargo having a flash point of 60 degrees Celsius or above closed cup) on the following conditions:

- a. Vessels do not contain residual fuel oil, volatile cargoes or residues of volatile cargo in the nominated cargo tank. In the case that it contains residual fuel oil, volatile cargoes or residues of volatile cargoes are being carried in some cargo tanks, those tanks carrying the mentioned cargoes or residues shall be in an inerted condition (Oxygen content less than 8%)
- b. The Vessel need to ensure that there is positive isolation between the tanks to be loaded and those not to be loaded to avoid any possibility of creating an explosive environment. This applies to both load/discharge pipelines and to vapour return line.
- c. During loading, Vessel shall monitor all gas free tanks (both empty and those already loaded with other products) on a regular basis to ensure no accidental ingress of cargoes or vapours into these tanks occurs resulting in hazardous environment.

If accidental ingress is discovered, then all loading shall be immediately halted until:

- a. Inerting of such tanks has been carried out and the oxygen content is maintained below 8%.
- b. A full investigation has been carried out to ascertain cause of the accidental ingress of cargoes into other tanks and the Vessel has satisfied themselves that it is safe to continue loading.
- c. Immediately inform the terminal and RLC Port Control of the ingress of cargoes with a flash point below 60 °C into other tanks.

Chemical tankers shall comply with the requirements of SOLAS, BCH and IBC codes.

Master of calling Vessels must confirm understanding of above requirement, prior to arrival.

The Terminal Operator is responsible to control and verify the compliance of the Vessels to the above mentioned conditions of acceptance.

Oxygen content in hold spaces in case of LPG carrier should be in accordance with IGC code latest edition i.e. (A maximum oxygen concentration of 2% by volume).

		QRG-CL-005	
\wedge		Rev. No:	08
قطى للبترول Qatar Petroleum	Port Information and Regulations Guide	Draft No:	Final
		Date:	10-01-2017
		Page No.:	27 of 77

Tank cleaning, inerting, purging or gas freeing on any Vessel alongside jetties, with the exception of associated and agreed routine procedures pertaining to the LNG carriers operations performed under the relevant Terminal Regulations, is strictly prohibited.

Tank cleaning, inerting, purging or gas freeing at anchorage area is only permitted with the written permission of the RLC Port Management.

OSVs carrying bulk materials to and from the field shall comply with their approved tank cleaning and safety procedures. In no case, may any tank wash water be discharged into the sea within the RLC Port areas.

2.14 Insurance

Port users shall maintain valid insurance cover for their Vessel's hull and machinery, equipment, P&I and cargo, including third party liability insurance and employee compensation insurance for any and all liabilities under the RLC Port Regulations and other applicable laws.

The P&I Club entry certificate should cover the collision, wreck removal, pollution and damage to fixed and floating objects.

2.15 Load Lines

Any Vessel staying in RLC Port shall ensure that it does not submerge its load lines, as applicable. Any Vessel that has submerged its load lines during loading shall immediately take remedial measures, failing which departure will be prohibited.

The Gulf area is considered to be in the tropical zone.

The Arabian Sea outside the Gulf area is Seasonal Tropical between 01 September and 31 May each year. Outside of these dates, it is a Summer zone.

2.16 Lowering Of Lifeboats

2.16.1 Boat Drill / Launching of Life Boat inside the Harbour at Berth

Boat drill/launching of lifeboat inside harbour and at berth is allowed subject to following conditions:

- a. Prior to any such safety drills or exercises, Vessel shall inform and have approval from the relevant terminal operator.
- b. The drill must be conducted either prior to commencement of loading or on completion.
- c. The boat at all times shall be in the vicinity of the mother Vessel and shall not venture into dock waters.
- d. RLC Port Control shall be notified prior to lowering the boat and after completion of the exercise.
- e. Test / drill only be carried out during daylight hours.

Vessel shall comply with all required safety precautions and the drill/ exercise shall be at the full risk and responsibility of the Vessel.

2.16.2 Boat Drill/ Launching of Life Boat at Anchorage

Boat drill/launching of lifeboat at anchorage is allowed subject to following conditions:

- a. The boat at all times shall be in the vicinity of the mother Vessel and shall not venture into anchorage waters.
- b. Drill / testing only be carried out during daylight hours.
- c. RLC Port Control shall be notified prior to lowering the boat and after completion of the exercise.

Vessel shall comply with all required safety precautions and the drill/ exercise will be at full risk and responsibility of the Vessel.

وطر للبترول Qatar Petrokum Port Inf		QRG-CL-005	
		Rev. No:	08
	Port Information and Regulations Guide	Draft No:	Final
		Date:	10-01-2017
		Page No.:	28 of 77

2.17 Immobilization and Repairs of Main Engine

The main engines of all Vessels within RLC Port Limits shall always be kept ready for use within 30 minutes notice.

When alongside, the main engine(s) shall only be tested with the prior approval of the RLC Port Management who requires the Pilot to be onboard and a requisite number of tugs in attendance.

Repairs or other works, which may render the Vessel incapable of manoeuvring under its own power, are not permitted. Where a Vessel has two main Engines, which are able to be operated independently of each other and on a case by case basis, permission may be granted to immobilize for a limited time.

In cases of breakdowns that affect the Vessel's readiness to manoeuvre, the RLC Port Management may agree to allow emergency repairs to be carried out on the condition that adequate safety and precautionary measures are undertaken by the Vessel including hiring sufficient number of tugs. The RLC Port Management reserves the right to shift the Vessel to another berth for the purpose of such repairs. Costs for any such precautionary measures so imposed shall be for the Vessel's account.

2.18 Manpower Administration and Compliance with Labour Law

All RLC Port users shall be responsible for compliance at all times with the Qatari Immigration and Labour Laws with respect to persons employed or hired to carry out cargo handling operations or any other work, activities or services provided within the Port.

The RLC Port users shall also be responsible for implementing discipline and safety measures including adequate protective clothing and ensuring proper supervision at all times.

2.19 Mooring Requirements and Fire Wires

All Vessels calling at RLC Port shall use the mooring crews provided by the Port.

For LNG, LPG and Oil tankers as well as General Cargo Vessels and Bulk Carriers, this is automatically included as part of the service when a Pilot Request is submitted. For shift ship moves where a pilot is not required, a request shall be submitted via the Vessel's Agent.

For OSV's, the service is mandatory whenever lines are required to be run to or let go from the shore.

The mooring crew service is ordered through RLC Port Control by VHF and notice period of 2 hours is required for arriving Vessels and 30 minutes for a sailing or shifting.

Services will be billed as per prevailing RLC Port Tariff. Proof of service for billing purposes shall be by extract of Port logs.

No member of the crew may jump from the Vessel to the quay in order to take the Vessel's lines or vice versa at letting go.

Mooring lines are to be in good condition. Coiled or flaked ropes should be turned up on the bitts in the "figure of eight" style in accordance with OCIMF and IMO circular "Guidance on board ships towing and mooring equipment", where possible. Ropes turned up on the winch drum and backed up on bitts are not acceptable.

Mooring wires and ropes with dedicated winch drums must be spooled in the correct direction on the winch drum.

Mooring lines used in a common direction (head / stern /breast / springs) shall be of similar breaking strength, elasticity and material. Under no circumstances will a mixture of wire and synthetic ropes be accepted in a common direction or to the same mooring dolphin, except moorings which are additional to the indicated minimum requirements.

On completion of mooring, winches should be out of gear with the brakes 'hardened up'. Winches shall NOT be left on 'automatic tension'.

It is the Master's responsibility to ensure that:

قطر للبترول Qatar Petrokum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	29 of 77

- a. Their Vessels are securely moored in line with the relevant mooring pattern with due regard to the weather forecast, and passing Vessel traffic
- b. A strict watch, of sufficient and proficient personnel, is maintained to ensure that moorings are tended, as required, to prevent slack or over taut lines, and undue movement of the Vessel
- c. Weather forecasts are monitored during the Vessel's stay alongside, and appropriate action taken in advance of deteriorating weather.

Failure to adequately tend the moorings shall be considered a breach of the RLC Port Regulations with consequent and appropriate action being taken by the RLC Port Management.

2.19.1 Fire Wires

During the Vessel's stay alongside, the fire wires should be positioned on the offshore bow and quarter.

The wires must be made fast in the following manner:

- a. The eye of the wire shall be lowered to the level of the sea, with the inboard end led directly through a fairlead to the bitts, or bollard, where the wire shall be made fast using a minimum of five turns,
- b. There shall be no slack between the fairlead and the bollard,
- c. A heaving line, or other comparable rope, shall be secured to the wire immediately inboard of the eye and hove up until the eye is positioned at a height of approximately three (3) metres above the level of the sea. The eye shall be maintained at that height at all times while the Vessel is alongside.

2.19.2 Mooring requirements

A. LNG Tanker Mooring

The layout for the mooring arrangement of all the LNG Berths was developed to suit a wide range of LNG tanker designs. All mooring hooks at the LNG berths are equipped with load sensors and are monitored by a tension monitoring system located at the relevant Marine Terminal Building. The Master is responsible for providing adequate mooring ropes and wires (with tails) and ensuring that they are properly tended whilst the LNG tanker is alongside. As guidance, the minimum requirement for a typical LNG tanker is stated in the table below:

Lines	Forward	Aft
Head/Stern	3	3
Breast	3*	3*
Springs	2	2
Total	8	8

*For small scale and/or conventional LNG Tankers sizes , if configuration onboard does not permit the above arrangement, a 3, 2, 2 alternatives may be acceptable.

B. Oil Tanker and LPG Tanker

The Master must ensure that:

a. Ropes and Wires: the Vessel is secured alongside with suitable ropes and wires, which are to the satisfaction of the Port Management. A minimum of eight (8) mooring lines must be in use at each end of the Vessel, of which two (2) lines must be springs. If the LOA is 190 metres or less, the Vessel shall be capable of mooring 2x2x2 each end with all lines on drums.

The use of mooring lines of dissimilar materials shall be avoided in parallel service. Wires when used must be fitted with synthetic fibre rope tails about 11 metres long overall and which should have a breaking strength at least 25% greater than the breaking load of the wire to which they are attached. If the tail is made of nylon then it



should have a breaking strength at least 37% greater than the breaking load of the wire to which they are attached. Alternatively, low stretch synthetic fibre ropes may be substituted for wire if the elongation of the rope does not exceed 3% of the rope length.

b. Winches: Mooring ropes or wires are secured only to the proper fixtures provided for this purpose. Self-tensioning winches must not be used in automatic mode and winch brakes must be kept hardened up, except when moorings are being tended.

C. Mooring Requirements for General Cargo & Bulk Carrier Vessels

As a general guide, the following minimum mooring requirements shall be followed:

- a. < 10 000 gross tonnes, use of 3 head lines, 3 stern lines and 2 spring lines fore and aft as a minimum.
- b. > 10 000 gross tonnes, use 4 of head lines, 4 stern lines and 2 spring lines fore and aft as a minimum.
- c. However, Masters should not hesitate to increase the number of moorings should they feel it is prudent to do so.

2.20 Notification of Deficiencies and Failures

The Master of any Vessel intending to call the RLC Port, shall immediately inform his shipping Agent and/or the Port Control and the Pilot in advance of any operational deficiencies or failures or special conditions, difficulties or peculiarities present in the Vessel that could cause a hazard, damage or hindrance.

Non-compliance with this requirement could result in the Vessel being delayed or denied berthing.

2.21 Pilot Ladders

The rigging of pilot ladders and the embarkation and disembarkation of pilots shall be supervised by a responsible deck officer.

Pilot ladders shall be secured in a position well clear of any overboard discharge and such that each step rests firmly against the Vessel's side.

Pilot ladders shall be secured in a position where the pilot can gain safe and convenient access to the Vessel after climbing not more than 9 metres. Where the vertical distance exceeds 9 metres then a combination of accommodation ladder and pilot ladder is required.

Adequate lighting shall be provided so that the pilot ladder and the boarding position shall be properly illuminated.

Refer to 'Pilot Boarding Facilities' as per IMO requirements and IMPA recommendations for further guidance.

Pilot hoists are not acceptable for the boarding and landing of pilots at RLC Port.

Boarding the Vessel is subject to Pilot's discretion on safe access arrangements.

2.22 Prohibition/Prohibited Activities

No person shall, by act or omission, do anything or permit anything to be done in the Port that has or is likely to have any of the following results: to endanger a person's health or a person's, port's, ship's, property security or safety or environment; interfere with ship traffic, navigation, towage, maneuvering, berthing or mooring; obstruct any land or water area; hinder or obstruct an authorized activity;

2.23 Razor Wire – Piracy Protection

Vessel rigged with razor wires in way of main deck railings, stairways from main deck up to bridge deck for the protection from pirates may be left rigged in position provided that it does not obstruct or interfere with the following:

Pilot Boarding Areas

Uncontrolled Document After Printing



- Ship and Shore Gang Way Area
- Mooring areas for safe Mooring Operation
- Tug Boat Operation Area
- Cargo Manifold Area for safe operation of Loading Arms and Cranes
- All Exit Routes from Accommodation, including Navigation Bridge to Survival Craft, Emergency Headquarters and Emergency Generator Room.

2.24 Removal of Objectionable or Unclaimed Material, Equipment or Cargo

The RLC Port Authority reserves the right to move cargo, equipment, facility or appliance, which in its sole opinion is likely to damage other cargo or property, or cause hindrance or interference to the RLC Port Authority or other users' operations, to other locations, at the risk and expense of the owner or agent of such cargo, equipment, facility or appliance.

Unless stored with prior agreement, the RLC Port Authority reserves the right to dispose of any unclaimed or un-cleared cargo and/or equipment stored at the Port for a period in excess of six months through public auction or any other means and reserves the right to recover all expenses including storage from the proceeds of the sale.

2.25 Responsibility for Damage to facilities

All users of the Port or their agents, contractors and subcontractors shall be responsible for any damage whatsoever and howsoever caused resulting from their use of berths, premises or any of the RLC Port facilities or of equipment provided by the Port. Damage shall include any pollution or other forms of harm to the environment.

RLC Port Authority reserves the right to repair, or otherwise cause to be repaired, or remove pollution and/or rehabilitate the environment, any and all such remedial measures shall be at the expense of such users, agents, contractors or subcontractors.

RLC Port Authority shall require a suitable form of guarantee be furnished to cover the cost of repair, clean up or rehabilitation.

2.26 Salvage and Wreck Removal

Salvage operations on ships involved in marine causalities or shipwrecks or other objects in Port areas shall be carried out in accordance with the International and National regulations.

RLC Port Authority shall notify the Vessel's interests thereof to carry out salvage within a specified time, or to arrange an immediate salvage to assist or refloat the disabled or sunken Vessel or object with all responsibilities and expenses to be in charge by the Vessels interests concerned.

The Vessels shall comply with the RLC Port Authority's relevant instructions and requirements.

2.27 Scuppers and Drip Trays

During the transfer by hose or loading arm of any liquid at ambient temperature all deck scuppers and drain holes must be plugged. Any accumulating water should be removed periodically. Drip trays must be placed under connections. During the transfer of LNG deck scuppers in the vicinity of the loading platform where water curtain or water hoses are in use should remain unplugged.

2.28 Shipboard Radio, Radar And Other Equipment

Vessel's main radio station, including emergency transmitter, shall not be used when the Vessel is within 400 metres of any Terminal or loading Vessel. While berthed, the transmitting aerials shall be disconnected and earthed. At the LNG and liquid berths intrinsically safe VHF and UHF communications with a radiated power of 1 watt or less are allowed.

The prior written permission of the RLC Port Management is required before any Vessel can undertake radar repairs.

قطر للبترول Qatar Petrokeum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	32 of 77

The testing of transmitters operating between 415 KHz and 26 MHz or ship-borne radar with a peak power pulse exceeding 60 kW is permitted if:

- a. The Vessel's associated equipment does not present a source of ignition.
- b. The written permission of the Port Management has been obtained prior to any testing.

Shipboard satellite telecommunications systems are allowed for use when alongside subject to the competent authorities' approval. Applicable restrictions if any will be advised through the Agent.

2.29 Shipside De-rusting and Painting

The painting of the Vessel's hull is only permitted on the onshore side of the Vessel at the Cargo Berths and Service Berths when this does not interfere with cargo operations.

No painting may be done during cargo loading/unloading operations.

No defacing of the quay wall with paint or any other substance is permitted.

Any paint that is spilled onto the quay or into the water must be reported and cleaned up immediately. Prior to the start of any painting work, adequate and suitable material and equipment shall be immediately available in hand to clean up any such spillage.

2.30 Ship/Shore Co-Operation - Tanker Alongside

While a Vessel is alongside at the berth:

- a. The relevant Terminal Operator shall appoint and maintain a sufficient number of qualified and experienced persons to monitor the progress of all operations on-board the Vessel and to ensure reliable communications are maintained with the Master and the Port Authority.
- b. The Master shall ensure that his staff who are charged with the responsibility of conducting or overseeing the cargo operations and related duties are qualified and competent, including the ability to communicate in English. Sufficient Vessel personnel shall be made available at all times to ensure that the Port Authority requirements for safe and efficient operations and mooring practices are observed and that adequate ship/shore liaison is maintained.
- c. A pre-loading meeting shall be attended by the appropriate representatives from the Vessel and Terminal to discuss:
 - Ship/shore communications
 - Ship/shore safety checklist
 - Emergency procedures
 - Cargo handling plan
 - Bunker / ballast handling plan
 - Permit to work requirements
 - Any concerns or operational requirements.
- d. An inspection of the Vessel will be carried out by the Terminal representative to confirm compliance with the ship/shore safety checklist,
- e. Whilst the Vessel is alongside, subsequent inspections may be carried out at any time by the Port Authority to check compliance with the Port Regulations and conditions of acceptance.

The Port Authority and/or Terminal operator has the right to reject the Vessel if it determines in its sole discretion that there is a safety risk or an unacceptable risk to the terminal facilities. The reasons for rejection will be presented to the Master in the form of a "Letter of Protest".

قطر للبترول Qatar Petrokeum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	33 of 77

2.31 Vessel Suitability

Nominated Vessels are required to be vetted and accepted as 'suitable' by the RLC Port Authority before the Port call is confirmed.

All Vessels calling RLC Port are subject to Port Regulation inspection to check their compliance with Port Regulations and conditions of acceptance.

All OSV engaged in upstream marine activities calling RLC Port are required to have a valid OCIMF OVID inspection.

No favorable treatment is given to small crafts and ships below convention size calling the Port. They may be inspected on their first visit to the Port and at random intervals thereafter to ensure:

- a. Compliance with the Port Management requirements.
- b. Equivalent level of safety and protection of the marine environment are maintained.
- c. Equivalent surveys and inspections are conducted.

2.32 Ship To Ship Transfer

The ship-to-ship transfer of cargo, bunkers, water, stores, provisions or any other materials and equipment, in the Port, or within the Port Limits, is strictly prohibited without the written permission of the Port Management.

For acid and other such liquid chemical type transfers:

- a. No Ship to Ship Transfer will be permitted within the Port Limits without written permission of the Port Management.
- b. Hose transfers from Ship to Shore and vice versa will only be permitted during the hours of daylight.
- c. All parties are to ensure that such transfers are conducted under full and proper supervision and in the event of any spill occurring the Port Control is to be informed immediately.
- d. The Ship-to-Ship transfer of the following substances will be allowed to take place at any time after Port Management is provided with Method Statement and Job Safety Analysis:
 - Barite.
 - Bentonite.
 - Calcium Carbonate.
 - Calcium Chloride Brine.
 - "G" Cement.
 - "LC" Cement.
 - Sodium Chloride Brine.
 - MEG (Mono Ethylene Glycol)

The ship to ship transfer will take place under the Master's responsibility and for account and risk of the Master and the owner of the ship.

2.33 Stores, Provisions and Spare Parts

Stores and provisions, other than hand carried provisions and laundry, are NOT permitted to be taken during the loading / unloading of LNG, LPG, condensates, or any other liquid petroleum cargoes.

Barges or any other craft(s) carrying stores or spare parts are NOT allowed alongside any LNG or Product tanker when the loading arms are connected. Delivery of stores and/or spare parts by barge or boat should be arranged for the period before or after loading. Arrangements shall be made through the Agent.

Stores supplied to Vessels from shore should be reported to the PFSO and Qatar Customs as per applicable Regulations.

قطر للبترول Qatar Petrokeum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	34 of 77

2.34 Sulphur Vessels

All Vessels loading Sulphur (formed solid) shall be in possession of the Certificate of "Document of compliance for the carriage of Solid Bulk Cargoes", and are required to demonstrate positive trim and adequate intact stability will be achieved during loading and continue up to arrival at the discharge Port, as per the IMSBC code.

Vessels shall have emergency response procedures in place and have all safety gear in operational readiness during the entire stay alongside the berth.

Masters of Vessels loading Sulphur shall fully comply with the relevant Terminal Regulations and Information.

2.35 Unauthorized Craft Alongside

No unauthorized Vessel or watercraft is allowed to enter/berth alongside any terminal.

No Vessel or watercraft is authorized to come alongside or remain alongside a Vessel or barge while handling cargo, without the authorization of RLC Port / Terminal Operator.

Operators of these crafts shall be aware of safety rules and regulations applying to the Vessel and the terminal.

2.36 Underwater Inspection / Cleaning

2.36.1 Underwater Diving / Inspection

- a. A "No objection" / Permit from RLC Port Authority is required for Vessels intending to carry out underwater diving/inspection.
- b. Vessel can obtain approval of underwater inspection from RLC Port Authority through their Agents.
- c. Diving and underwater inspection may only be carried out when an approved "Permit to work" has been issued.
- d. RLC Port Control shall be informed when the work is commenced and completed. The Vessel shall host the appropriate flag.
- e. Vessels receiving diving services shall have strict instructions / regulations in place to avoid accidental starting of propulsion or any other systems that pose a hazard to the divers. Master of the Vessel is responsible to ensure compliance of this requirement.

2.36.2 Underwater Cleaning

Underwater hull and propeller cleaning, is only permitted through an accredited service provider. Designated anchorage areas have been reserved for this operation and services shall be ordered through the Vessel's Agent.



3.0 PORT NAVIGATION

3.1 Charts & Publications

Vessels visiting the RLC Port must have on board a sufficient range of the latest Hydrographic Charts & publications relevant to the area.

The carriage of ECDIS as an alternative to paper charts and as the primary navigation system is permitted, provided that the Vessel fully complies with the IMO/SOLAS and Flag state requirements. Charts & Publications must be kept up to date with regard to Notices to Mariners and other notices promulgated for the area.

Required charts for the Port of Ras Laffan are:

- Chart BA 3781 Ras Laffan Port:
- Chart BA 3772 Approaches to Ras Laffan;
- Chart BA 2523 Iran and Qatar, Cable Bank to Ra's Rakan
- Chart BA 3950 Umm Said (Musay'id) To Ras Laffan

3.2 Flags and Signals

It is mandatory for all Vessels to fly their National Flag and the National Flag of the State of Qatar when navigating within the RLC Port Limits, from sunrise to sunset.

In addition, Vessels shall at all times, comply with the International Code of Signals and display flags, shapes and lights as required by the International Regulations for the Prevention of Collision at Sea.

3.3 Pilot Passage Plan

The RLC Port Management encourages communications and exchange of information between the Vessel and the Pilot.

A sample form of the Pilotage information for all Vessels is attached in the Appendix 6.

Vessels where the Master has been granted a Pilot Exemption Certificate are expected to have a passage plan covering their passage from approaching Port to berth and from berth till clear of the Port.

3.4 Underwater Keel Clearance

The approach to the Port is through a buoyed channel dredged to 15.0 metres. The deep water harbour is dredged to a depth of 13.5 metres.

A one meter clearance under the keel is required for all Vessels while at berths in the Port areas. This may be relaxed at certain berths when approved by RLC Port Management

3.5 Draught and Trim

Arriving Vessels shall have their propeller(s) fully submerged and have a reasonable stern trim not exceeding 3 meters.

3.6 Caution Speed

Every Vessel within the Port limits shall navigate in accordance to requirements / instructions of the Port Authority.

Vessels shall navigate with care and caution at a speed and in a manner, which shall not endanger the safety of other Vessels.

The RLC Port Control is responsible for controlling the Vessel movements in and out of the Port.

قطر للبترول Qatar Petrokeum	Port Information and Regulations Guide	QRG-CL-005	
		Rev. No:	08
		Draft No:	Final
		Date:	10-01-2017
		Page No.:	36 of 77

3.7 Right of Way

The navigation channels are subject to 'one way navigation', with all movements within these channels and the 'deep water basin' being prohibited during the entry or departure of Vessels bound to, or from, any of the berths in the deep water basins.

The movement of Vessels shall be coordinated with RLC Port Control on VHF Channel 12 before their intended time of entering the dredged channel or departing the Berth/s.

Instructions from RLC Port Control are to be observed at all times.

3.8 Prohibited Areas / Gas Lines

Masters should be aware of all the prohibited areas and the live gas lines that are shown on the Port charts. Extreme caution should be exercised when navigating over the gas lines area and adequate under keel clearance shall be allowed with due regard to swell and squat.

Anchoring in the proximity of these prohibited areas / gas lines is strictly prohibited

3.9 Pilotage

RLC Port will provide Pilots and/or tugs on receipt of a written request (emails are accepted) submitted by the Vessel's Agency.

Any Vessel requiring the services of a Pilot (and/or Tugs) for any movement must confirm their request via their Agent to RLC Port Control, minimum two (2) hours before the required time.

Vessels failing to give the required notice will receive service at the earliest time convenient to the Port Management based on other shipping.

Pilotage is compulsory for all Vessels navigating within the RLC Port Area except, at the sole discretion of the RLC Port Management. The following may be exempted from having a Pilot on board:

- a. Vessels of less than 75 metres LOA whose Master holds a valid CAT-1 Pilot Exemption Certificate.
- b. OSV of more than 75 metres LOA whose Master holds a valid CAT-2 exemption certificate to permitted location.
- c. All tugboats operating as such exclusively within the Port Area for Port towage contract.
- d. Vessels belonging to Military, Coastguard, Police or Customs of the State of Qatar.
- e. Any other Vessels exempted by the RLC Port Management.

Vessels arriving from sea, which are required to take a Pilot in compliance with this direction shall take the Pilot at the boarding area.

Master's attention is drawn to the following:

- a. There is no pilot boat or launch stationed off the Port.
- b. Pilots are based ashore and proceed to Vessels by pilot boat, tug or motor car, as the needs dictate.
- c. Pilots for inbound Vessels normally embark in a position marked on the chart.
- d. Pilot may board a Vessel in other areas only if directed to do so by RLC Port Control.
- e. Pilot boats are blue hulled with white superstructure with "PILOT" in black letters and a red/white "H" flag painted on the superstructure.

3.10 Pilotage Exemption

A Pilotage Exemption Certificate may be issued by the RLC Port Management at their sole discretion to the Master of a Vessel after being satisfied that the Master has sufficient knowledge of the Port and approaches, in addition to being conversant with the Port operations.

The terms and validity of the Certificate shall be determined by the Port Management.

Pilotage Exemption Certificates will bear the same grade and validity as the applicable COC or a maximum of 12 months, whichever is the earlier.

Uncontrolled Document After Printing

		QRG-CL-0)5
\wedge		Rev. No:	08
😸 قطر للبترول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum	_	Draft No: Final Date: 10-01-2017	10-01-2017
		Page No.:	37 of 77

Pilot Exemption Certificates may be withdrawn any time at RLC Port Management's discretion and in any case where a transgression of the RLC Port Regulations or the Vessel's own safety management system has occurred.

Requests for Pilot Exemptions shall be routed through Vessel Agent.

3.11 Restrictions

The actual decision to berth or un-berth a Vessel depends on many factors, which can only be assessed by the Pilot and the Master. The parameters in the table below may not therefore be strictly observed by the Pilot, if in his professional judgment and in consultation with the Master, more or less restrictive parameters should apply to ensure the safe manoeuvring of the Vessel.

Weather Parameter	Vessels of up to 20,000 SDWT (Excluding Small Craft	Vessels between 20,000 and 150,000 SDWT, including LPG Carriers	Vessels greater than 150,000 SDWT and LNG Carriers
Visibility	0.5 Nautical Mile	0.75 Nautical Mile	1.0 Nautical Mile
Wind - Berthing	40.0 Knots	35.0 Knots	33.0 Knots
Wind - Unberthing	45.0 Knots	40.0 Knots	38.0 Knots
Current at Port Entrance	3.0 knots	3.0 knots	3.0 knots
Wave Height (in the Channel)	2.5 Metres	2.0 Metres	2.0 Metres

Other weather parameters and limitations affecting the cargo operations alongside are contained in the relevant Terminal Regulations.

3.12 Towage Services

All towage operations within the RLC Port Limits shall be performed by tugs provided by the RLC Port Authority.

Tugs lines are used during normal towing operations.

The following protocol is observed when assigning Harbour Craft:

- a. LNG Carriers with a LOA of 250 meters or more minimum of 4 and 3 tugs shall be used for berthing and unberthing respectively
- b. LNG Carriers with a LOA of less than 250 meters a minimum of 3 Tugs shall be used for berthing and unberthing
- c. Vessels of DWT in excess of 175,000 m/t minimum of 4 Tugs shall be used for berthing and unberthing
- d. Vessels of DWT less than 175,000 m/t a minimum of 3 Tugs shall be used for berthing and unberthing
- e. Vessels of DWT less than 60000 m/t a minimum of 2 tugs shall be used for berthing and unberthing
- f. Certain Vessels which are equipped with bow thruster and/or high efficiency manoeuvring devices may be exempt from the compulsory use of tugs, but one tug will be required to attend the Vessel, both on berthing and unberthing,
- g. Towing operations are conducted subject to the terms stated in the 'Conditions of Use'.
- h. Above protocols are always subject to the individual Pilot's assessment of the prevailing conditions at the time and the pilot may require additional tugs, which decision shall be final and binding on the Vessel.

Uncontrolled Document After Printing

<u>^</u>		QRG-CL-005 Rev. No: 08 Draft No: Final Date: 10-01-2017	
		Rev. No:	08
کے قطر للبت ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petrokeum	_	Draft No: Final Date: 10-01-2017	10-01-2017
		Page No.:	38 of 77

For mooring at SPMs, tugs will be used at the discretion of the Port Authority.

3.13 Tug Stand-By

Any request for the services of a stand-by tug or additional tugs should be directed through Vessel Agent except for emergencies when 'Port Control' on channel 12 may be contacted. The schedule of charges for tug services is published in the Port Tariff.

Port Authority at own discretion, may impose stand-by tug(s) for any Vessel in the Port. Vessel will be charged accordingly.

3.14 Double Towage

Double towage is not permitted within the RLC Port limits.



4.0 CARGO OPERATIONS INFORMATION & REGULATIONS

4.1 Cargo Operations - General

Each loading terminal follows its own procedures and rules subject to approval of RLC Port Authority. The RLC Port Authority reserves the right to control and perform, or to appoint a party to perform the loading, unloading and handling of all cargo imported, exported or in transit through the Port. Any deviation from standard operating procedures that each terminal has posted should be reported immediately to Port Control.

4.2 General Cargo Operations

It is mandatory that all cargo, either import or export, shall be fully cleared through State of Qatar Customs and any other required formalities completed before a Vessel will be granted entry to the Port.

As proof that all formalities have been complied with, cargo interests shall provide the original of the Custom's declaration (bayan) duly endorsed by Qatar Customs officials.

Part of the other formalities required is the issuance of a Gate Pass by RLC Port Management, which shall only be issued once all Port Handling Charges per the RLC Port Tariff have been paid.

If there are other Vessels requiring the berth and whose cargo documentation is in order, then such Vessels will be given preference to berth, even if such other Vessel(s) is/are arriving later.

Vessels may on application to RLC Port Management be permitted to berth before their documentation is in order but this is at the Vessel's risk and expense and such Vessel may be required to vacate the berth to make way for other Vessel(s) that are ready to work cargo.

RLC Port Management reserves the right to cease cargo work on any Vessel where cargo working conditions are considered to be unsafe until the Vessel has taken measures to render the situation safe.

RLC Port Management reserves the right to remove Vessels that, in RLC Port Management's opinion, are not able to work productively from the Port to make way for other waiting Vessels and shall only re-berth such Vessel when there is a suitable window of opportunity.

Any and all additional costs that result shall be for Vessel's owner and/or charterer's account.

For cargo arriving in containers, it is a requirement of the State of Qatar Customs authorities that the original seal applied at Port of loading, remain intact. Customs Authorities may require further examination of the contents if seals are found, not to be intact, even devanning of all the contents. Devanning shall be undertaken by the cargo interests at their cost and risk.

Containers either loaded or empty moving in and out of the RLC Port gates shall have their doors duly sealed to comply with RLC Security requirements. A manifest carrying the seal number shall be present with the vehicle.

4.3 Stevedoring

Cargo Vessels calling at RLC Port for loading and unloading cargoes are required to be geared and such gear shall be fully able to handle the carried cargo. Masters of Vessels calling at the RLC Port must ensure that the cargo handling equipment on-board are certified and are in good working order for the loading/unloading of the cargo.

Gearless Vessels may be accepted subject to terminal discretion.

Stevedoring services in the Port have been out sourced to service provider(s).

Based on the expected volume of shipping, the gangs will be arranged to always be available 24 hours a day, seven days a week. The number of gangs can be increased for any project, should the need be warranted and provided certain conditions of RLC Port Management have been agreed by the party making the request. Such increase in the number of gangs will require at least three months advance notice.

		QRG-CL-00)5
\wedge		Rev. No:	08
اقطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum	_	Draft No: Final Date: 10-01-2017	10-01-2017
		Page No.:	40 of 77

Stevedoring services shall be limited to loading or unloading and providing required cargo gear and slinging all conventional breakbulk cargo with individual pieces or in consolidated bundles of 20 metric tons or less.

Cargo in excess of 20 Metric tons or oversized cargo under 20 metric tons requiring specialized lifting gear shall be the responsibility of the Vessel and shall be handled by approval Vessel's crew using their own gear. Stevedore labour will, if required, assist in placing slings but responsibility for ensuring cargo is correctly slung shall always remain with the Vessel.

Vessel owners are to ensure that the crew are qualified and experienced in the safe and efficient handling of such cargo.

Removing cargo from wings and ends to the hatch square shall only be done by stevedores where this can safely be done by Vessel's cranes.

One each of container spreaders for handling standard ISO 20' and 40' containers are available are available with RLC Port with 30 and 40 metric ton safe working load respectively. See Port Tariff for cost of hire.

The following are not included in the Stevedoring services:

- a. Removal and/or slinging/bundling of dunnage.
- b. Unhooking or hooking of cargo on the quayside.
- c. Cargo unlashing and/or cargo securing works shall be undertaken by Vessel and/or their engaged operators at Vessel's expense.

All cargo operations to be carried out are at the Vessel's Master, Owner and/or Charterer's risk and remain their responsibility.

Port equipment and services supplied or provided in support of the stevedoring operation pursuant to Port Tariff Article "Use of Port Facilities and Equipment" shall be charged at the prevailing tariff.

Port Users are reminded that failure to comply with the above will result in the Vessel being refused entry to the Port.

Third party equipment/man power is allowed subject to a pre-approval; all equipment shall be certified and approved by QP Corporate HSE department.

4.4 Equipment Suitability of Cargo Equipment Used

Vessel's cargo gear equipment shall be adequate to handle cargo and shall be subjected to inspection by the RLC Port Authority.

All Vessels intending to use ships Lifting appliance and items of loose gear including grabs for discharging cargo at RLC Port, shall produce evidence of certification that lifting equipment and loose gears, including grabs have been inspected, tested and certified by a competent authority in accordance with ILO Convention no.152, and no lifting appliances shall be used in RLC Port unless an approved certificate is available, verifying its design suitability for its intended use in a specified environment.

The RLC Port Authority reserves the right to suspend handling of cargo by ship's gear if in their opinion that the gear or equipment is inadequate or unsafe.

Master shall ensure that he is in possession of the certificates of test of every lifting appliance and every item of loose gear carried on board ship and that the validity of the certificate is maintained, and is in good working condition and thoroughly examined by a competent authority at least once in twelve months.

Master shall maintain a proper cargo gear register of all lifting appliances along with the relevant test and inspection certificates. Master shall ensure that all lifting appliances are clearly and permanently marked with its safe working load.

Service provider(s)' shore based lifting appliances and loose gear including grabs, used on board Vessels, shall be tested at least once in every four years and a through visual examination to be carried out every six (6) months by a competent authority as per QP Lifting equipment regulations and to be approved and certified by QP Corporate HSE department.

^		QRG-CL-005	
		Rev. No:	08
🖌 قطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum		Date: 10-01-2017	10-01-2017
		Page No.:	41 of 77

4.5 Heavy lifts and abnormal loads

Vessels must demonstrate that they will be able to maintain positive stability and be within the maximum permissible draft at all stages of the heavy lift operation.

Abnormal lifts/over dimensional cargo and any other cargo of complex shape may only be handled during the hours of daylight, unless prior approval has been obtained in writing from the RLC Port Authority.

Ships cargo gears and loose gears certification and lifting Plan need to be submitted through Vessel's Agent for all the heavy lift operations. The same will be reviewed for acceptance by the RLC Port Authority.

Vessel's crew shall be responsible for the discharge of heavy and abnormal lifts.

Vessel shall supply all slings, strops, spreaders etc. required for discharging of the heavy and abnormal lift(s).

All heavy lifts and over dimensional lift shall be discharged by Ships gear only unless approved by Port Management.

The heavy and abnormal lifts Transport shall be performed as per RLC Port and QP procedures and are subject to Common Permit to Work requirements.

4.6 Dunnage

Only timber which forms the make-up of packaging in or on which cargo is packed/stowed is allowed to leave the RLC Port Area upon prior approval from Environment division, RLC HSSE department. The agents need to apply for the permit well ahead of the arrival of the Vessel. All disposal costs for dunnage shall be borne by the Vessel / agents.

Any loose timber such as dunnage, broken packing cases, etc. may not be left on the quay and must be retained on-board the Vessel.

All dunnage to be used shall be provided by Vessel at their cost.

4.7 Document of Compliance for the Carriage of Solid Bulk Cargoes

All Vessels carrying solid bulk cargoes in general and dangerous solid bulk cargoes in particular are required to have on board a valid certificate of Document of Compliance for the Carriage of Solid Bulk Cargoes, with the attached list of cargoes that the Vessel is suitably equipped for and allowed to carry on-board.



5.0 HEALTH, SAFETY, SECURITY AND ENVIRONMENT

PART- A: HEALTH

5.1 Health and Quarantine

All Vessels must submit the "Maritime Declaration of Health" and have a valid Ship Sanitation Control / Exemption Certificate in accordance with the models in force.

All nine items of the maritime declaration of health must be completed.

The Maritime Declaration of Health shall be forwarded as part of the pre-arrival required documents. Free Pratique shall be granted upon receipt of the above mentioned documents.

In case of failure to submit the above mentioned documents, the ship shall be prohibited from any Port operations.

The RLC Port Authority shall be advised of any report of a health incident likely to pose a threat to public health on board the Vessel.

PART- B: SAFETY

5.2 Bunker, Ballast and Cargo Oil Tank Openings

All openings to bunker, ballast and cargo oil tanks must be closed and gas tight apart from those openings designed and installed as tank ventilating system.

5.3 Cargo Tank Venting During Loading

Masters of tankers shall refer and comply with the Terminal Operator's requirements and conditions, as applicable.

5.4 Cellular/Mobiles Phones

Mobile/cellular telephones, pagers and radio devices that are not rated "intrinsically safe for hazardous locations" shall not be used inside any hydrocarbon terminal and shall be switched off when entering the hydrocarbon terminal.

The Terminal Operator's safety instructions shall be adhered to.

5.5 Dangerous/Hazardous Cargo

Means any of the following cargoes, whether packaged, carried in packages or in bulk within the scope of the following regulations:

- a. Oils covered by Annex 1 of MARPOL 73/78.
- b. Gases covered by the Codes for the Construction and Equipment of Ships Carrying Gases in Bulk.
- c. Noxious liquid substances / chemicals, including wastes, covered by the Codes for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk and Annex II of MARPOL 73/78.
- d. Dangerous, hazardous and harmful substances, materials and articles, including environmentally hazardous substances (marine pollutants) and wastes, covered by the International Maritime Dangerous Goods Code.
- e. Solid bulk materials possessing chemical hazards and solid bulk materials hazardous only in bulk (MHB's), including wastes covered by Appendix B of the International Marine Solid Bulk Cargoes (IMSBC) Code.
- f. The term hazardous cargoes includes any un-cleaned packaging (such as tank containers, receptacles, intermediate bulk containers (IBC's), bulk packaging, portable tanks or tank



vehicles) which previously contained dangerous cargoes, unless the packaging have been sufficiently cleaned of residue of the dangerous cargoes and purged of vapours so as to nullify any hazard or have been filled with a non-dangerous substance.

Vessels carrying dangerous goods must comply with the following:

- a. Provisions of SOLAS Convention chapter VII Part A (Carriage of Dangerous Goods).
- b. Provisions of IMDG Code (Packaging, Labelling, Segregation, DG Manifest).

All hazardous materials that are transported, handled or stored within the Port shall:

- a. Comply with either the IMDG Code or the UN model regulations "Transport of Dangerous Goods (fifteenth revised edition).
- b. Obtain prior approval from Port Authority for the storage of dangerous good within the boundaries of the Port.

All vehicles transporting hazardous materials within the Industrial Cities, including the Port Area, shall comply with RLC Circular DC/R/06/2016 - Implementation of the transportation of dangerous goods and hazardous materials by road regulations, and:

- a. Carry the proper identification labels and documentation for such material,
- b. Have obtained prior approval from Safety Department.
- c. Comply with Industrial Cities' Guidelines and regulations

5.6 Emergency Response

Vessels requiring any assistance during an emergency on board are required to contact RLC Port Control via VHF channel 16 or 12.

For emergency precautions, and in the event of an emergency, the Master shall act in accordance with the relevant Terminal procedures and those agreed during the 'pre-loading meeting'.

All tugs are fitted with FIFI 1 fire-fighting capabilities.

Ras Laffan Industrial City has fire tenders and firemen on duty 24/7. There are two fire stations situated inside the RLC Port area.

Oil Spill containment booms are located at strategic points within the RLC Port area.

Portable oil spill equipment is immediately available to handle minor oil spills.

There is a dedicated Oil Spill Response Unit based within the RLC Port area to assist in any major oil spill.

5.7 Explosives

No explosives shall be brought into the Port without prior written permission from the RLC Port Management.

The following explosives will be considered for movement through the Port upon approval from RLC Port Authority:

- a. Explosives required for use at the off-shore facilities associated with Oil & Gas Exploration and Production
- b. Explosives, Imported/exported on-board Vessels authorized by the Government Authorities.

Authorized Vessels carrying Class 1 material (Explosives) may enter RLC Port during the hours of daylight only.

Explosives may only be handled during the hours of daylight. If, due to unforeseen circumstances, the handling of the explosives may extend into the hours of darkness then permission must be obtained from RLC Port Management prior to the loading / discharging commencing.

No explosives may be brought to the berth unless the Vessel is ready to receive them.



No explosives may be discharged from the Vessel unless the transport is ready to receive them. The equipment used for carrying and handling of explosives must be of an approved type, properly maintained and tested in accordance with national and international standards.

No bunkering is permitted during the handling of explosives.

No radar or radio transmitter should be used within 50 meters of the cargo handling area.

Explosives must be the last item of cargo to be loaded on board the Vessel or the first item to be offloaded.

When the loading of the explosives is completed then the loaded ship (or vehicle) must depart from the Port as soon as is reasonably practicable.

5.8 Funnel Discharges and Sparks

The Vessel's funnel and exhaust pipes must be equipped with spark arrestors in order to eliminate flying sparks.

Soot blowing and excessive funnel smoke is strictly prohibited as it may cause sparking and steps must be taken to prevent such operations

Connecting and disconnecting of loading arms and all other operations on deck shall be carried out in a manner which prevents the generation of sparks.

Vessels are required to follow and comply with respective Terminal Operator's regulations and instructions.

5.9 Galley Stoves and Cooking Equipment

Only the use of galley stoves and other mechanically secured cooking equipment within the catering area shall be permitted.

5.10 Request for No Objection to Hot Work

No welding or burning or flame cutting or brazing or grinding or any other such hot work which produce ignition sources including the use of Naked Lights may be carried out on board any Vessel within the Port without obtaining the prior no objection from Port Authority.

Vessels requesting no objection for hot work shall do so through their agents. Application form in appendix 8.

Hot work is only authorized when the "No objection to hot work" request is approved by the RLC Port Authority.

The Vessels undertaking hot work shall observe all safety measures as contained in the Vessel's Safety Management System and any other Port safety procedure.

"No objection to hot work" is only given for work at cargo and service berth/s if it is related to welding / cutting of lashing material of project cargo, welding of pad eyes and/or any minor works related to Vessel's cranes.

The Hot work authorization is valid for a maximum period of 24 hours.

Any major works involving structural modifications are not permitted alongside the berths.

Any violation could result in the cessation of the cargo operations and the Vessel requested to vacate the berth and being put to anchor pending a full inquiry. The Vessel will be responsible for all the costs and delays whatsoever resulting from such action.

Vessels at anchorage requiring hot work on board should notify Port Control before commencement and after completion of hot work.

5.11 Naked Lights

The use of Naked Lights within the RLC Port Area is prohibited except:

a. Under a specific and detailed Hot Work authorization issued by the Port Authority for such purpose, time and area.

		QRG-CL-00)5
\land		Rev. No:	08
قطر للبترول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum	_	Rev. No: 08	
		Page No.:	45 of 77

b. In the designated places at the time, that smoking is permitted.

5.12 Portable Radio Transmitters, Flashlights (Torches) and Electrical Equipment

These shall not be used on board gas or liquid tankers, unless certified as approved equipment. Similarly, the use of portable electric lamps and equipment on wandering electric cables is prohibited in any cargo or adjacent ballast space, pump room, compressor room, cofferdam, bunker tank, hold or anywhere over the cargo tank.

Domestic radios / tape recorders, electronic calculators, or any other electrically powered equipment shall only be used within the accommodation of the Vessel.

5.13 Smoking

Smoking within the RLC Port Area is prohibited except dedicated areas that have been sign posted accordingly.

PART- C: SECURITY

5.14 Access to Port Premises/Terminals

Strict access control to the RLC Port Area is enforced and no person may enter or leave the Port without the authorized and/or relevant documentation.

No person shall access the RLC Port Area as defined by its boundaries, via water, air or land unless the person obtained a permit from Industrial Security.

Every person in the RLC Port shall obey the instructions on signs posted and respect the functions of fences and barriers established by the Port authority.

No person shall remove, mark or deface any sign, fence, barrier or device.

Access procedures to the terminals are enforced by the Terminal Operators' security protocol. Entry to the Port is restricted to authorized Vessels only.

5.15 Alcohol, Drugs and Prohibited Items

Qatar is an Islamic country with very strict laws governing the import and consumption of alcohol or of pork or any pork products.

Masters are required to ensure that all bonded stores are sealed prior to the Vessel's arrival and that an accurate declaration of items are prepared for presentation to the Customs.

Penalties shall be imposed on any infringement of the law.

The use or possession of drugs anywhere within the State or territorial waters of Qatar is strictly forbidden with severe penalties for any transgressor.

Masters are reminded of their responsibility for the security of prescription drugs carried onboard Vessels.

Smuggling or trafficking in any prohibited articles between Vessels or between Vessel's crew and shore personnel is strictly prohibited.

5.16 Cameras

The use of photographic equipment of any kind including cameras, video cameras, within the RLC Port limits is strictly prohibited.

Photography is only permitted for personnel who have obtained a photography permit under Industrial Security requirements and procedures.

Cameras not rated "intrinsically safe for hazardous locations" shall not be used inside any hydrocarbon terminal.



5.17 Fire Arms

No Vessel is permitted to have on board firearms, including arms and ammunitions, and/or armed security personnel when calling RLC Port, except for Vessels with diplomatic clearance.

5.18 International Ship And Port Facility Security Code (ISPS)

RLC Port is ISPS certified and all Vessels calling at the Port must meet the requirements as stated in the ISPS Code under Chapter XI-2 (Special measures to enhance maritime security) of IMO SOLAS, 1974.

Information on present ISPS security level can be obtained from the Shipping Agency, Port Control or Port Facility Security Officer

Details of the ISPS PFSO are:

Port Facility Security Officer	Office: +974 40147833
	Fax: +974 40139135
	Mobile: +974 3333 3934
	Email: aljahrami@qp.com.qa
Security Officers (24 hours)	Office: +974 4473 3412, 4473 3530
	Mobile: +974 5548 3987
Emergency Control Room (24 hours)	135
RLC Port Control Office (24 hours)	+974 44733200, 44733201
	Fax: +974 4429 3686

Masters of all Vessels are advised to keep all points of access to Vessel under surveillance at all times, and to provide maximum night illumination of Vessel insofar as the safety Regulation permits. Security passes are required for all personnel proceeding ashore; these can be arranged through the Vessel's Agent.

Embarking and disembarking of crew and visitors as well as stores and bunkers to be supplied to Vessels shall be reported to PFSO or relevant security personnel on duty.

5.19 Stowaways

The Master of the Vessel is required to declare any stowaway/s at least 48 Hrs before entry into Port waters.

The Master shall ensure that the stowaway/s are in a secure compartment in order to prevent escape whilst the Vessel is in Port.

The Master is required to submit the following documents to the Port authority on arrival:

- Stowaway details form
- Letter of Guarantee
- Pre-sailing letter of confirmation
- A Signed Declaration of Security.
- The Vessel may be granted clearance to sail, once it has been verified by the Police and Immigration officials that the stowaway is still on board.

PART- D: ENVIRONMENT

5.20 Ballast, Oil Transfers and Pollution Prevention

The waters in and around Ras Laffan Port are renowned for their abundant marine life. Any pollution affecting the well-being of the area is looked upon as extremely serious and will incur heavy penalties, in addition to any clean-up costs.



All Vessels calling RLC Port, regardless of flag, will be required to exchange or treat all ballast water taken outside the Regional Organization for the Protection of the Marine Environment (ROPME) sea area.

Any ballast water taken within the ROPME sea area is not required be exchanged or treated.

It is a Port requirement that the Vessel carries out a ballast water exchange and sediment removal program in accordance with the IMO Ballast Water Management Convention and ROPME requirements. This may be:

- a. Empty and refill each tank
- b. Use of the flow through method or
- c. Ballast Water treatment program approved by the Vessel's Flag State Authority.
- d. Options (a) and (b) are to be carried out in open ocean waters outside of the ROPME area and at least 50 nautical miles from the nearest land in water at least 200m deep.

In line with the ROPME protocols, any water discharged into Arabian Gulf should be free from substances that:

- a. Settle or form objectionable deposits;
- b. Float as debris, scum, oil, or other matter to form nuisance;
- c. Produce objectionable colour, odour or turbidity;
- d. Result in impact on the adjacent open Gulf water quality and injure or are toxic or produce adverse physiological responses in humans, marine animals or plants.

If this is not achievable, then the Vessel shall provide the Port Authority with the reason why it has not been possible to do so and further, ballast water management measures may be required, consistent with the Ballast Water Management Convention and other International laws.

Ballast water, which has been treated with a ballast water treatment system approved by the Vessels Flag State administration and/or Classification Society, does not require to be exchanged.

Vessel should have on board an approved Ballast Water Management Plan in accordance with the IMO standards, and is required to maintain a Ballast Water Record.

Whilst within the Port Limits, the internal transfer of any oil or slops is not permitted without the approval of the RLC Port Management.

No oil or water which may possibly contain oil is to be discharged overboard or allowed to escape overboard.

Sludge and waste oil disposal can be arranged by the shipping representative through approved service providers operating road trucks at some selected berths.

Before commencement of cargo operations, all Vessels are required to ensure that all scuppers at main deck level must be effectively plugged and sea chest valve connected to cargo system to be locked and sealed.

No leakage or spillage on board is allowed to leak overboard.

Accumulated water on deck which is free of oil should be drained periodically.

In the event of leakage occurring from a pipe, valve, or cargo hose connection, operations should be stopped and RLC Port Authority to be notified immediately.

Operation should not be resumed until the fault has been rectified, all hazards eliminated and approval from Port Authority is granted.

In the event that pollution, on the land or within the waters of the Port Limits occurs, regardless of cause or origin:

- a. The person in charge or responsible for the operation, works or location Where such pollution occurs, shall immediately report the incident to Port Control by the most expeditious means available;
- b. Immediate action must be taken to stop or minimize further pollution and contain or clean up any spillage of oil on the Vessel's deck or shore areas.

<u>^</u>		QRG-CL-00)5
		Rev. No:	08
کے قطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petrokeum	_	Rev. No: 08	10-01-2017
		Page No.:	48 of 77

Failure to report a pollution incident is a serious offense and person(s) found contravening this requirement will be liable to heavy penalties and prosecution in Qatari courts.

5.21 Hold Cleaning/Washing Whilst at Berth and/or Inner Anchorage

Hold cleaning and washing is only applicable to cargo Vessels which intend to discharge and load in RLC Port.

Cargo Vessels are allowed to carry out cargo hold cleaning/washing while at berth and/or at inner anchorage provided that a "No Objection" in writing is obtained from the RLC Port authority.

All hold cleaning residue is to be retained on board and all quantity of hold washing water (dirty water) is required to be retained on board in a separate designated holding tank. In no circumstances, is wash water allowed to be discharged in Port.

Owners/Master shall be held responsible and liable for any pollution caused either in Port or at the anchorage resulting from the hold cleaning and washing process.

The Provisions of this article are not applicable to Tankers and OSVs, which shall refer to related section 2.13 Inerting, Tank Cleaning, Gas Freeing and Purging.

5.22 Jetty Boil Off Gas Recovery

A Jetty boil off gas (JBOG) recovery facility is operated for LNG berths for collection of LNG boil off gas during LNG Tankers loading.

LNG tanker Master shall liaise with the Terminal operators and comply with the connection arrangements.

5.23 Sea and Overboard Valves

Overboard discharge values on the bilge and cargo systems shall be firmly closed and locked. Where the indicated values are hydraulically powered then a suitable means of preventing accidental operation shall be arranged.

During the Vessel's stay in the Port, all overboard discharge valves shall be monitored to ensure that no polluting substances are released.

Water discharges (e.g. cooling water) shall not be directed onto or over the jetty or dolphins. Where this cannot be achieved mechanically then suitable baffle boards must be rigged to the satisfaction of the Port Management.

5.24 Sewage

A self-contained sewage treatment system or a holding tank that meets both MARPOL and RECSO protocols shall be fitted on-board all Vessels and operated at all times.

The discharges of untreated sewage, grey water or untreated shipboard wastes from Vessels into Port area or coastal waters is strictly prohibited.

Sewage disposal can be arranged by the shipping representative through approved service providers operating road trucks at some selected berths.

5.25 Vapour Emission Control

Oil tankers at the Liquid Product Berths (LPBs) shall refer and comply with the Terminal Operator's requirements and connection arrangements for vapour return during loading operations.

5.26 Waste (Garbage) Disposal

Collection bins are available at the Cargo and OSV berths for the collection of domestic waste, food waste and plastics. Waste classified as hazardous are not accepted.

Hazardous wastes are classified as those wastes, which by virtue of their concentration of constituents and characteristics (such as ignitibility, corrosiveness, reactivity, toxicity, mutagenity,

		QRG-CL-005	
\land		Rev. No:	08
قطر للبترول Qatar Petroleum	Port Information and Regulations Guide	Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	49 of 77

radioactivity, etc.) pose a hazard to human or environmental health and well-being, if improperly managed. Hazardous wastes shall be kept on-board as there are currently no collection facilities within the RLC Port.

Garbage collection from the Liquid Product berths (LPB), LNG berths and Anchorage area may be arranged through the Vessel's shipping agency.



 QRG-CL-005

 Rev. No:
 08

 Draft No:
 Final

 Date:
 10-01-2017

 Page No.:
 50 of 77

ADDITIONAL INFORMATION AND REGULATIONS FOR THE RLC SPM TERMINAL





6.0 SPM GENERAL INFORMATION

6.1 Purpose & Introduction

The purpose of this section is to provide guidance for Tanker Owners and Masters of Tankers calling at the RLC Port SPM Terminal on the general nature of conditions, facilities and service at the Terminal.

The RLC Port SPM Terminal is located offshore Qatar approximately 26 nautical miles east from nearest shoreline. It is connected to the onshore facilities at RLC. The SPM Terminal comprises of two CALM buoys designed to export "Deodorized Field Condensate" through Tankers of size ranging between 80,000 to 320,000 SDWT.

The CALM Buoys are turret type and placed 1.08 nm (2000m) apart.

Each CALM buoy is fitted with Two (2) Mooring Hawsers and two (2) strings of floating loading hoses.

6.2 SPM Details

		CALM 1	CALM 2
Position	Latitude (N)	26° 00' 33.64''	26° 00' 40.59''
	Longitude(E)	052° 03' 39.48''	052° 04' 51.01''
Dimension of the CALM		Length (inclusive skirt):13.8m Breadth (inclusive skirt):13.8m Height :11.3M Depth : 4.6 M Freeboard : 6.7 M Weight : 263 MT	Length (inclusive skirt):13.8m Breadth (inclusive skirt):13.8m Height :11.3M Depth : 4.6 M Freeboard : 6.7 M Weight : 263 MT
Sub-sea Lo	ading pipeline	42 inch	42 inch
Submarine	hoses	2 x 20 inch	2 x 20 inch
Floating ho	ses	2 x 20" hoses terminating in 16" tails	2 x 20" hoses terminating in 16" tails
Length of h	ose strings	Inner approx. 300 meters Outer approx. 310 meters	Inner approx. 300 meters Outer approx. 310 meters
Breakaway	couplings	1 each, Double closure 16"- ASME 300	1 each, Double closure 16"- ASME 300
Tanker Mar Connectior	nifold n (Portside)	Two each ,16 inch- ASME 300	Two each, 16 inch- ASME 300
Buoy Mooring Chains number & size		Six 81 mm stud less	Six 81 mm stud less
Mooring ha	wser	Two 60 m, 18 inches grommet, nylon, circular double braided.	Two 60 m, 18 inches grommet, nylon, circular double braided.
Anti Chafe	Chain	Grade U3, OCIMF "B", 76 mm	Grade U3, OCIMF "B", 76 mm



Water depth	38.3 meters	38.0 meters
Loading rates	8,000 cubic meters (50,000 bbls) per hour	8,000 cubic meters (50,000 bbls) per hour

6.3 Navigation Aids

Each of the CALM buoys is equipped with navigation light displaying the following characteristics:

- Colour : White
- Range : 5 nm
- Signal: Morse Code "U" every 5 seconds.

Fog Horn Displaying the following characteristics:

- Range: 2 nautical miles
- Signal pattern: Morse code "U" every 30 seconds

Each of the buoys is equipped with Fog detector & Radar Reflector.

6.4 Approaches to RLC SPM Terminal

RLC SPM Terminal can be approached from any direction. Masters should be aware that there are no buoy markings and no deep-water channels to approach the CALM Buoys.

6.5 Meteorological Conditions

The Ras Laffan SPM Terminal is located at an exposed location and the safety of the operation is highly weather dependent.

General Weather Conditions

The climate in the Gulf is divided into two principal seasons, winter and summer with transition periods in between. The pattern is a reflection of the monsoon system. Tropical cyclones do not occur in the Gulf, but extra-tropical winter storms are of concern.

During winter, December through March, the weather is relatively mild, and most of the annual precipitation (3-5 inches) occurs during this period. In winter, a trough of low pressure extends from the Gulf of Oman, which lies to the east, along the Iranian coast, maintaining North-westerly winds over the area for much of the time. Extra-tropical storms also pass from west to east through the region in winter. The approach of such storms brings strong South-easterly winds, known as Kaus, which may have gale force winds, rain, and thunderstorms. Following their passage, strong Northwesterly winds, known as Shamals, set in. These may persist for several days, reach gale force, and cause widespread sandstorms and rough seas. Gusty North-easterly winds, known as Nashi, occur along the Iranian coast of the Gulf. These strong winds normally last from 3-5 days.

The summer, June to September, is characterized by hot weather and clear skies. In general, winds are lighter in summer than winter; however, they can be strong and persistent in some years causing sandstorms and rough seas. In RLC Port, the average temperature range is 29–32°C (85–90°F).

Current & Tides

The maximum wind currents experienced at RLC SPM Terminal are in the region of 1 knots. These are mainly surface currents being in the direction of the wind, either SE'ly or NWIy with the SE'ly current occurring more frequently.

Tidal currents at HHWS and LLWN have been observed to be in the region of 2-3 knots. They are predominantly in a NNE and SSW direction. The tidal heights vary between +0.2 m and +1.75 m at

		QRG-CL-005	
\land		Rev. No:	08
کے قطر للبت ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum		Rev. No: 08 Draft No: Final Date: 10-01-2017	10-01-2017
		Page No.:	53 of 77

these times. Outside of these periods, the tides only have a minimal effect on the drift up to 0.5 knots.

Prior to SPM Pilot boarding, the Tanker Master should take into account the environmental factors that may affect the Tanker.

Salinity

In the summer the salinity of the water is between 1.024 - 1.027 and in winter between 1.026 - 1.030.



7.0 SPM TERMINAL INFORMATION

7.1 Tanker Acceptance Criteria

Characteristic	Minimum criteria	Maximum criteria		
SDWT (tonnes)	80,000	320,000		
Draft (meters)	5.5	22.0		
LOA (meters)	240 m	N/A		
Bow to centre manifold (meters)	N/A	169		
Crane Capacity (tones)	15	N/A		
Manifold Flanges (inches)	16	16		
Maximum Trim (meters)	Not exceeding	3.0 by the stern		
Propeller	Fully submerged at all times			
Inert Gas System	Operational and car	go tanks are inerted		

7.2 Pilotage

Pilotage for the RLC SPM Terminal is compulsory.

The Master is required to sign the following documents before commencing mooring operations:

- Conditions of Use for Ras Laffan Port.
- Port and Pilotage information form.

The SPM Pilot, SPM Loading Supervisor and Surveyor will stay on-board till the Tanker's departure and shall be provided with meals and suitable accommodations. Tanker shall provide a minimum of 3 cabins for officer level.

If weather or other conditions preclude the disembarkation of personnel, then the Tanker may be delayed at the Tanker's expense, until such time as safe disembarkation is possible.

7.3 Pilot Boarding Station

The Pilot Boarding Station is at a position two (2) nm South East of CALM-2 i.e. of Latitude 25 $^\circ$ 59.0' N Longitude 052 $^\circ$ 06.0' E.

The SPM Pilot will advise the Master of any amendments to the boarding position, depending upon prevailing wind and/or swell conditions.

7.4 Tanker Waiting Area

Masters are advised, unless restricted by draft, to anchor / drift in a waiting area. Water depth is 22–36 meters where the bottom is fine sand.

The Recommended Waiting Area are bounded by the following coordinates:

Latitude 26° 02.4' N Longitude 052° 11.4' E

Latitude 26° 00.8' N Longitude 052° 11.4' E

Latitude 26° 00.8' N Longitude 052° 13.2' E

Latitude 26° 02.4' N Longitude 052° 13.2' E

Master shall ensure that the above-recommended waiting area is marked on the charts with NO ENTRY SPM TERMINAL AREA.

7.5 Pilot Embarkation and Disembarkation

A combination of pilot ladder and tanker's accommodation gangway is to be rigged for tanker of freeboard more than nine (9) meters (conform to SOLAS regulations) for embarkation of SPM Pilot and other shore personnel.

قطر للبترول Qatar Petroleum		QRG-CL-005		
		Rev. No:	08	
		Draft No:	Final	
		Date:	10-01-2017	
		Page No.:	55 of 77	

Tanker of nine (9) meters freeboard or less requires rigging of the pilot ladder only. Air operated pilot hoists are not acceptable.

However, it is subject to the discretion of the SPM Pilot the safe means of Embarkation & Disembarkation taking into account the prevailing wind and/or swell conditions.

Once the Tanker is cleared of the SPM Terminal area, The SPM Pilot and other shore personnel will disembark when it is safe to do so as mutually decided by the Tanker Master and SPM Pilot. The terminal equipment may be offloaded at this time or at any time earlier.

7.6 Tanker Speed for Transferring Shore Personnel and Cargo Gears

It is subject to the discretion of the SPM Pilot taking into account the prevailing wind and/or swell conditions.

7.7 Marine Support Crafts

Tanker Operation at SPM Terminal is supported by the following marine crafts:

- Two (2) Offshore Tugboats of 60 t Bollard pull each
- Two (2) Hose & Line Handling boats.
- One (1) Fast Crew boat (carrying capacity 12 passengers)

Any other marine craft services required of a 'Special nature' will be provided as an additional service and charged accordingly.

7.8 Shore Leave

No shore leave is permitted at the SPM Terminal. Crew members are not permitted to leave the Tanker except in cases of medical emergencies.

7.9 Fresh Water, Bunkers and Stores

Taking of Stores, fresh water and bunkering is not permitted whilst moored at the RLC SPM Terminal. However, Tankers may receive a limited amount of stores and fresh water in an emergency at the waiting area. All related costs incurred will be for the Tanker's account.

7.10 Waste, Slop & Garbage Reception Facilities

There are no tanker slops, dirty ballast and garbage reception facilities at RLC SPM Terminal.

7.11 Medical

In an emergency, medical clinic facilities in RLC may be utilized.

7.12 Repatriation & Crew Changes

Crew changes may be allowed to board and disembark at RLC SPM Terminal.

7.13 Main Engine

Main engine shall not be immobilized while the Tanker is moored to the SPM and be ready for immediate use.



8.0 SPM MOORING & UNMOORING OPERATIONS

8.1 Safety

The Mooring and Unmooring Operation of the Tanker is allowed at any time of the day or night subject to environmental criteria in section 8.4.

Reliable communications are essential throughout the mooring / unmooring operation and making fast, controlling and releasing the Marine Support Craft towline. In the event of a communication breakdown, then all operations shall be suspended until communications are restored. All key personnel with operational responsibilities shall be equipped with handheld radios.

Toolbox meetings shall be conducted as required.

8.2 Mooring the Tanker

The Following Tanker's equipment should be made ready prior mooring:

On the Forecastle Deck:

- Two messenger ropes of at least 24 28 mm diameter and length of 200 m to be wound on winch drums that leads to 76 mm chain stoppers
- 2 x 76mm chain stoppers
- Mooring winches to heave up the mooring hawser chain assemblies.
- "D" shackle to be attached to the end of the messenger ropes
- Mooring Tools such as sledge hammer, crowbar, etc

On the Poop deck:

- Heaving line to pick up the Tug's messenger & Tug's tug wire.
- A suitable (ship's) towline (200m) to be on standby.

After mooring operation, uncoil the pick up rope and remove the 'D' shackle and re-coil.

8.3 Unmooring the Tanker

Upon receiving advice from the SPM Pilot, the Tanker Master shall prepare the Tanker for unmooring operation.

8.4 Weather Limitations

The following weather working parameters and limitations are observed for pilotage and cargo operations within RLC SPM Terminal.

Weather Parameter	MooringMooringOperationOperation(Daylight)(Night)		Stop Loading & Standby to disconnect Hose	Unmooring from the SPM
Visibility	0.5 Nm	0.5 Nm	NA	NA
Wind*	25.0 Knots	15.0 Knots	30.0 Knots	35.0 Knots
Current	2.5 Knots	2.0 Knots	NA	NA
Wave Height meters/Feet	1.5-1.8 Meter 5 - 6 feet	Less than 1.0 Meter (Less than 3 feet)	>1.8 Meter >6 feet	2.0 Meters 7 feet

Note: * means Wind Speed over a period of one minute.



For AFRAMAX Size Vessels, below weather limitations will apply:

Weather Parameter	Hose connection	Stop Loading & Standby to disconnect Hose	Unmooring from the SPM
Wind*	15.0 Knots	20.0 Knots	25.0 Knots
Current	2.5 Knots	NA	NA
Wave Height	Less than 1.0 Meter	Less than 2 Meter	Less than 2 Meter

Note: * means Wind Speed over a period of one minute.

Important Notes:

The actual decision to moor and / or unmoor is dependent on varying criteria which will be assessed by the SPM Pilot and Master of the Tanker having due regards to the safety of life, property and environment at the SPM Terminal.

8.5 Using of Anchors

The Tanker's anchor chains must be secured during mooring and unmooring operation as well as during loading operation. This is to prevent accidental dropping and resultant damage to the subsea pipelines and equipment. The Tanker may use the anchor in case of emergency situation provided it is to be used at least 600m (2000 feet) away from the subsea pipeline direction.



9.0 SPM CARGO OPERATIONS

9.1 Loading Operation

The SPM Terminal operator supervisor is responsible for the loading operation at SPM terminal and shall be carried out in accordance with the Terminal Operations regulations and procedures.

9.2 Movement of Support Vessels, Workboats and other Crafts

During cargo transfer operations, no craft shall be allowed alongside the Tanker unless the SPM Pilot has given approval and agreed by the Master of the Tanker. It is the duty of the Tanker's personnel to see that the surroundings are kept clear of unauthorized craft at all times.

9.3 Tank Openings

Only Tankers that can perform closed loading will be accepted at the SPM Terminal. All openings into cargo and ballast tanks shall be closed and secured prior to mooring. Except with the approval of the Loading Supervisor, no cargo, void space or ballast tank closure shall be opened during cargo loading and de-ballasting.

9.4 Bow and Manifold Watchman

An experienced crew shall standby, with radio communications at the forecastle and the manifold, at all times.

The watchmen shall monitor and report to the Tanker's Cargo Control Room (CCR) at regular intervals:

- The configuration of the hoses.
- Manifold connections and pressure.
- Mooring hawsers and the proximity of the CALM Buoy.
- Any cargo leakage or spills, oil sheens in the vicinity.
- Deteriorating weather conditions.
- The stress or chafing on the hoses and auxiliary equipment.

The Duty Officer shall monitor and report immediately to the SPM Pilot any abnormal events, deteriorating weather or other situations coming to his attention.

It is the Master's responsibility to ensure that the Tanker does not make contact with the CALM Buoy or cause damage to the associated equipment.

The gangways shall only be used for boarding and disembarkation of the SPM Pilot and his Assistant and should be kept raised at deck level at all times.

9.5 Hose Disconnection

Prior to Hose disconnection, the Hose Handle boat shall standby at the Manifold area to receive the floating hose and secure it. (If weather permits).

At all times, the hoses shall be kept clear from the propeller.

فطر للبترول		QRG-CL-005		
		Rev. No:	08	
	Port Information and Regulations Guide	Draft No:	Final	
Qatar Petroleum		Date:	10-01-2017	
		Page No.:	59 of 77	

APPENDIX



1. Port Contact Information

Department	Telephone / VHF	e-Mail
Port Control	VHF Channels 16 & 12	rlcportcontrol@qp.com.qa
Note: Calls to these numbers are to be restricted	+974 4474 7701	
to important information only and shall not be used for	+974 4474 7770	
general Vessel arrival and departure information. This	+974 4474 7704	
shall be obtained from the Shipping Agency.	Warning: Calls to these lines are recorded at all times.	
Harbour Master Office	+974 4014 7112 +974 4014 7161	
Emergency Response Coordination Centre (ERCC)	Toll free 135	
Security Shift Duty Officer	+974 4474 8714	



2. Berth Limitations

A. LNG Berths

Berth	Max LOA (meter)	Min LOA (meter)	Max loaded Displacement (Tons)	Max Arrival Displacement (Tons)	Max Draft (Meter)
LNG1	315.0	170.0	150,100	150,100	12.50
LNG 2	298.0	170.0	122,500	95,000	12.50
LNG 3	350.0	216.0	185,000	185,000	12.50
LNG 4	350.0	216.0	185,000	185,000	12.50
LNG 5	350.0	216.0	185,000	185,000	12.50
LNG 6	350.0	216.0	185,000	185,000	12.50

B. LPB Berths

Berth	Max LOA (meter)	Min LOA (meter)	Max Arrival Displacement (Tons)	Max Draft (Meter)	Minimum Free Board (Meter)
LPB 20	345.0	155.0	152,000	12.50	3.10
LPB 21	345.0	155.0	152,000	12.50	3.10
LPB 22	345.0	160.0	152,000	12.50	3.10
LPB 23	345.0	160.0	152,000	12.50	3.10
LPB 24	345.0	155.0	152,000	12.50	3.10
LPB 25	345.0	155.0	152,000	12.50	3.10
LPB 30	345.0	140.0	196,000	12.50	3.10



C. Sulphur Berth & General Cargo Berths

	SULPHUR BERTH & GENERAL CARGO BERTHS								
BERTH #	LENGTH OF BERTH	MAX DRAFT	MAX LOA	MIN LOA	MAX ARRIVAL DISPLACEMENT				
GB 101	200m	12.50m	180m	N/A	60,000 tonnes				
GB 102	200m	12.50m	180m	N/A	60,000 tonnes				
GB 103	200m	12.50m	180m	N/A	60,000 tonnes				
GB 104	210m	7.50m	180m	N/A	21,500 tonnes				
GB 105	173m	8.50m	160m	N/A	21,500 tonnes				
GB 106	173m	8.50m	160m	N/A	21,500 tonnes				
GB 107	137m	8.50m	122m	N/A	21,500 tonnes				

D. Service & Small Craft Berths

Berth Name	Berth Length (Meter)	Max Draft (Meter)	Berth name	Berth Length (Meter)	Max Draft (Meter)
NSB 1	73.00	6.50	NSB 10	95.70	6.50
NSB 2	84.00	6.50	NSB 11	105.00	6.50
NSB 3	72.00	6.50	NSB 12	90.00	6.50
NSB 4	69.30	6.50	OSB F	65.30	3.0
NSB 5	82.00	6.50	OSB E	63.90	3.50
NSB 6	75.00	6.50	OSB D	63.90	4.50
NSB 7	82.40	6.50	OSB C	86.70	4.50
NSB 8	82.40	6.50	OSB B	70.40	4.70
NSB 9	95.70	6.50	OSB A	70.40	4.70

E. MARPOL / Bulk Material Berth

Berth	Berth Length	Max LOA	Min LOA	Max Displacement	Max Draft
	(Meter)	(Meter)	(Meter)	(Tons)	(Meter)
BB 01	130.50	110.0	52.0	20,000	6.00



3. Pre-Arrival Questionnaire



Calling for (berth):
LNG
LPB
SPM
Sulphur
G/Cargo
OSV
T&B
Shipyard

P	ART – A	(GENERA	AL INFORMA	ATION) F	OR ALL SHIPS	
Vessel Name:			IMO No:		Call sign:	
Vessel Type:		MMSI No:	·			
Flag:		Port Of Regist	try:		ETA:	
Vessel Inmarsat No, Telex,	, Fax, Email:					
Master Name:						
LOA:		Breadth:			Summer Draft:	
Arrival Drafts F:	A		Departure Drafts I	F:	A:	
GT:	NT:		SDWT:		Summer Displacement:	
Arrival Displacement:		Propulsion Po	wer (KW):		Thrusters (Y/N):	
Owners/Charterers Details:	:					
P&I club Name:			Validity:			
Hull and Machinery Under	writer Name:		I	/alidity:		
Pollution cover and amoun	t:					
Last PSC Inspection carried	d out in Riya	lh MOU area (I	KSA, Oman, UAE, O	Qatar, Bahrain	, Kuwait): (Y/N):	
Date of last PSC Inspectio	n:		Inspection Port:			
Validity Of ISM DOC/SM	C and issuing	authority:				
Copy of RLC Port Informa	tion Regulati	ons on board: (Yes/No)	Copy of BA C	harts for RLC Port: (Yes/No)	

	PART	– B (ISPS R	ELATED INFO	ORMATION) I	FOR ALL SH	IPS
Vessel's Current security level:			ISSC Issue		Expiry Date:	
SSO Name/Ran	k:					
Name & ID # of	the company:					
CSO Name & C	ontact details 24H	[:				
Are there any se	curity related mat	ters you wish to re	port?			
DETAILS OF	LAST 10 PORTS	OF CALL:				
Port	Country	Departure Date	Security level	Additional Security?	Declaration issued?	Ship To Ship security



PART - C (CARGO/OPERATION INFORMATION) - FOR TANKERS		
Advise quantity of segregated ballast to be discharged at this port:		
Last 3 cargoes:		
Quantity and grade of cargo required/ to be loaded:		
Distance Bow to Manifold:	Distance Stern to Center of Manifold:	
F & A Spring line Fairleads distance from Manifold Center:		
Manifold distance from Ship side:	Height of manifold above Keel:	
Distance b/w Manifold Flanges Center:		
High of manifold above the keel.		
Distance from manifold dace to first full restraining bracket		
Maximum Loading/unloading Rate:	Anticipated Loading/ unloading Time:	
Confirm fully operational Inert Gas System:		
Confirm Gas detection system operational:		
Confirm Smoke/Fire Detection and Fixed fire Extinguishing System fully operational:		
Confirm Tank High Level and Pressure Alarms operational:		
Advise any defects which may affect cargo operations or maneuvering or mooring ability of the vessel:		
ADDITIONAL INFORMATION FOR LNG VESSELS		
Size, Ratting and standard of Cargo Manifold connection:		
Condition of Cargo Tank atmosphere on arrival (gas-free/ inerted/ gassed-up):		
Condition of Cargo Tanks on arrival (warm/ cold/ partially cold/ ready-to-load):		
Confirm Cargo transfer Emergency Shut Down systems are fully Operational and date last test:		
ADDITIONAL INFORMATION FOR SPM/LPB VESSELS		
Are all cargo tanks inerted to 8% O2or less by volume and under positive pressure:		
SPM: Size, Rating and Standard of Cargo Manifold connection: (Floating hoses: 2X20" terminating into 16" tail)		
LPB: Size, Rating and Standard of Cargo Manifold Connection: (Shore Loading Arms 16')		

PART – D	(OPERATIONAL INFORMATION) - FOR OTHER SHIPS		
Type of Vessel:			
Last 3 Cargoes:			
Cargo to be loaded/discharged (Type/Q	uantity):		
Any Dangerous cargo to be handled:			
Cargo Gears:			
Berthing preferences:	1) Crew $\operatorname{readiness}$ to break all sea-fastenings and keep cargo ready for discharge. $Y\!/\!N$		
Advise quantity of segregated ballast to be discharged at this port:			
Advise any defects which may affect ca	argo operations or maneuvering or mooring ability of the vessel:		
Confirm Smoke/Fire Detection and Fixed fire Extinguishing System fully operational:			
	Additional Information for OSVs		
Pilot Exception Certificate No. and vali	dity:		
Charterer:	Purpose of call:		
	ADDITIONAL INFORMATION FOR TUG & BARGES		
Towage Approval Certificate:			
Barge Stability Booklet is approved and	l updated: (Yes/No)		
Tug Has on board a sewage treatment unit and/or holding tank: (Yes/No)			

I confirm that the information provided is correct and that I have read and understood the contents of Ras Laffan Port Information and Regulation Guide.

Master Name

Signature and Stamp



4. Port of Ras Laffan Conditions of Use - LNG



CONDITIONS OF USE - PORT OF RAS LAFFAN

[Applicable to LNG Tankers Only]

the Master ("Master")

of the ship

1,

("Ship"), & IMO No:

owned by

whose address is at

("Owner"),

hereby acknowledge receipt of these conditions of use ("Conditions of Use") of the Port of Ras Laffan Port ("Port") and a copy of the Ras Laffan Port Regulations ("Port Regulations"), and in consideration for permission to use the Port, hereby agree to be bound by the terms and conditions of these Conditions of Use, the Port Regulations and such other laws, rules and regulations applicable in the Port as may be issued by the Port Management or agency of the Government of the State of Qatar.

 The definitions appearing in the Port Regulations are incorporated herein by reference and the following definitions are applicable:

"Company" means Qatar Petroleum ("QP") and its affiliated companies operating at the Port, including their respective directors, officers, agents, employees and servants;

"Port Facilities" mean all infrastructure, equipment and installations at the Port which are owned, controlled or operated by the Company, whether fixed or movable, including the channel, channel markings, buoys, jetties, berths, lines, gangways, water craft, bunkering and loading facilities;

"Port Management" means QP; and,

"Port Services" means any service tendered or provided by the Port Management to the Ship, including pilotage, towage, tug assistance, mooring or other navigational services, whether for consideration or free of charge.

- 2. The Master shall be responsible, at all times and under all circumstances, for the safe and proper operation and navigation of the Ship. Whilst the Company shall exercise reasonable care, skill and diligence to ensure the proper rendering of Port Services, the Company makes no warranty with respect thereto and any use thereof shall be at the sole risk of the Master and the Owner. The Company shall not be responsible for any loss or damage to the Ship, actual or consequential, which is related to Port Services provided to the Ship regardless of any act, omission, fault or neglect of the Company, including pilot's neglect, error or mistake.
- 3. Whilst the Company has taken reasonable care to ensure that the Port Facilities are safe and suitable, the Company makes no warranty with respect thereto and any use thereof shall be at the sole risk of the Master and the Owner. The Company shall not be responsible for any loss or damage to the Ship, actual or consequential, which is related

		QRG-CL-00)5
\wedge		Rev. No:	08
کے قطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum	_	Date:	10-01-2017
		Page No.:	66 of 77

to the use of the Port Facilities by the Ship regardless of any act, omission, fault or neglect on the part of the Company.

- 4. The Company shall not be responsible for the acts or omissions of its servants or agents relating to any loss or damage to the Ship, or any loss or injury suffered by the Master, officers or crew.
- The Company shall not be responsible to the Ship for any loss related to strikes or other labour disturbances whether the Company or its servants or agents are parties thereto or not.
- The Master and the Owner shall, in all circumstances, hold harmless and indemnify the Company against any claim, cost or expense arising from:
 - any loss suffered by the Company with respect to damage to the Port Facilities or injury to its personnel which is related to the use of the Port by the Ship and which involves the fault, wholly or partially, of the Master, officers or crew, including negligent navigation;
 - any loss suffered by third parties with respect to damage to their property or injury to their personnel which is related to the use of the Port by the Ship and which involves the fault, wholly or partially, of the Master, officers or crew, including negligent navigation;
 - iii) any loss suffered by the Company with respect to a hazard under paragraph 7 hereof;
 - iv) any loss or damage to the Ship while in Port, including consequential losses and all claims, damages and costs arising therefrom, regardless of any act, omission, fault or neglect on the part of the Company; and
 - v) any personnel injury or property loss suffered by the Master, officers or crew, of the Ship while in Port, including consequential losses and all claims, damages and costs arising therefrom, regardless of any act, omission, fault or neglect on the part of the Company.
- 7. If the Ship or any object on board becomes, or is likely to become, an obstruction, threat, or danger to navigation, operations, safety, health, environment or security of the Port (a "hazard"), the Master and the Owner shall, at the option of the Port Management, take immediate action to clear, remove or rectify the hazard as the Port Management may direct, or the Port Management shall be entitled to take such measures as it may deem appropriate to clear, remove or rectify the hazard and the Master and Owner shall be responsible for all costs and expenses associated therewith.
 - Any liability incurred by the Master, Owner and/or Charterer by operation of these Conditions of Use shall be joint and several.
 - 9. Without limitation to the liability of the Master and the Owner, the Master shall immediately report to the Port Management any accident, incident, claim, damage, loss or unsafe condition or circumstance. Any such report shall be made in writing and signed by the Master. The Port Management shall be entitled to inspect and investigate any such report but without prejudice to the foregoing.
 - 10. These Conditions of Use shall be construed, interpreted and applied in accordance with the laws of the State of Qatar, and, with respect thereto, the parties named herein submit exclusively to the jurisdiction of the courts of the State of Qatar.

		QRG-CL-0	05
\land		Rev. No:	08
کے قطر للبخ ول	Port Information and Regulations Guide	Draft No:	Final
	_	Date:	10-01-2017
		Page No.:	67 of 77

- Subject to condition 12, any liability of the Master and Owner to the Company by virtue of the operation of these Conditions of Use shall be limited to US \$150,000,000 for any one accident or occurrence.
- 12. The limit of liability set out in condition 11 shall not limit, restrict or prejudice any claim or right that the Company has or may have against the Master and/or Owner under general principles of law or equity. For the avoidance of doubt, said limit of liability shall only apply with respect to, and to the extent of, a claim by the Company against the Master and/or Owner under these Conditions of Use.

Signed and acknowledged

Master :

Date

Time(GMT) :

The pilot passage plan has been received, its contents and tug positioning will be discussed with the attending pilot during Master/Pilot exchange. Navigation equipment is hereby acknowledged and confirmed as correct, any defect will be reported prior to arrival.

Yes	
No	

Remarks:



5. Port of Ras Laffan Conditions of Use – All Vessels



CONDITIONS OF USE - PORT OF RAS LAFFAN

Masters are requested to sign the 'Conditions of Use' as a prerequisite of entering the Port of Ras Laffan.

1,

the Master ("Master")

("Owner"),

of the ship

("Ship"), & IMO No:

owned by

whose address is at

hereby acknowledge receipt of these Conditions of Use ("Conditions of Use") of the Ras Laffan Port ("Port") and a copy of the Ras Laffan Port Regulations and Information ("Port Regulations") and agree to be bound by their terms.

 In these Conditions of Use, the following expressions shall have the meaning assigned to each of them:

"Company" means Qatar Petroleum ("QP") and its affiliated companies operating at the Port, as well as, for the avoidance of doubt, any of their directors, officers, agents, employees and servants in whatever capacity they may be acting;

"Port Facilities" mean all facilities, assets, equipment and installations of whatever nature existing at the Port as of the date hereof, whether the same are fixed or movable, including, without limitation, the channel, berths, bunkering, loading facilities including buoys or other channel markings, and any such or like facility, asset, equipment or installation;

"Port Management" means QP and,

"Port Services" mean any service, advice, instruction or assistance tendered or provided by the Port Management to Ship, including, without limitation, by way of pilotage, towage, tug assistance, mooring or other navigational services, whether the same are provided for a consideration or free of charge.

Other terms used in these Conditions of Use but defined in the Port Regulations shall have the same meaning assigned to them in the Port Regulations unless the context otherwise dictates.

 These Conditions of Use shall apply in addition to the Port Regulations and any other laws, rules, regulations or procedures enacted, promulgated, declared or issued by the Government of the State of Qatar or by the Port Management.

e-Conditions of Use

A.1

September 2016 Page 1 of 3

		QRG-CL-0)5
\wedge		Rev. No:	08
کے قطر للبت ول	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum		Date:	10-01-2017
		Page No.:	69 of 77

- 3. The Master shall at all times and under all circumstances be responsible for the safe and proper operation and navigation of the Ship. Whilst the Company shall exercise every reasonable care, skill and diligence to ensure the proper exercise and operation of the Port Services and the Port Facilities, the Company, nonetheless, makes no representation, guarantee or warranty as to the adequacy, suitability, fitness for purpose or safe conduct thereof.
- 4. The Master and the Owner shall be responsible for, indemnify and hold harmless the Company from and against all claims, losses, damages, delays, costs (including legal costs), expenses and liabilities of every kind and nature resulting from any personal injury including fatal injury, illness or disease, regardless of whether or not the negligence, act, omission, default, error or breach of duty by the Company, the Master or the Ship caused or contributed to such claim, loss, damage, delay, cost, expense or liability.
- 5. The Master and the Owner shall be responsible for, indemnify and hold harmless the Company from and against all claims, losses, damages, delays, costs (including legal costs), expenses and liabilities of every kind and nature resulting from any loss and/or damage to any property including, without limitation, the Port Facilities, regardless of whether or not the negligence, act, omission, default, error or breach of duty by the Company, the Master or the Ship caused or contributed to such claim, loss, damage, delay, cost, expense or liability.
- 6. The Master and the Owner shall be responsible for, indemnify and hold harmless the Company from and against all claims, losses, damages, delays, costs (including legal costs), expenses and liabilities of every kind and nature resulting from any loss and/or damage to any third party, regardless of whether or not the negligence, act, omission, default, error or breach of duty by the Company, the Master or the Ship caused or contributed to such claim, loss, damage, delay, cost, expense or liability.
- 7. If the Ship or any person on board or any object, thing, article, substance, equipment or installation of the Ship or on its board sinks, grounds or otherwise becomes or is likely to become, in the sole opinion of the Port Management, an obstruction, threat, hazard or danger to navigation, operations, safety, health, security or environment in or adjacent to the Port, then the Master and/or the Owner shall upon receiving the Port Management request, proceed immediately and without delay to clear, remove or deal with the obstruction, threat, hazard or danger within the period specified in the written notice served by the Port Management. Failing such immediate action by the Master and/or Owner, or if the said obstruction, threat, hazard or danger, in the sole opinion of the Port Management, is delaying, hindering, interfering with or in any way affecting the navigation, operation, safety, health, security or the environment in or adjacent to the Port, then the Port Management shall be entitled to take all measures as the Port Management deems appropriate to clear, remove or deal with the said obstruction, threat, hazard or danger, and the Master and Owner shall be responsible for, indemnify and hold harmless the Port Management from and against any claim, loss, damage, delay, cost, expense or liability associated therewith.
- For the avoidance of doubt, any liability incurred by the Master and/or Owner by operation of these Conditions of Use shall be joint and several.

e-Conditions of Use

A1

September 2016 Page 2 of 3

		QRG-CL-0)5
\land		Rev. No:	08
اقطر للبترول 🖌	Port Information and Regulations Guide	Draft No:	Final
Qatar Petroleum		Date:	10-01-2017
		Page No.:	70 of 77

- 9. Without limitation to the liability of the Master and/or the Owner, the Master sha immediately report to the Port Management any accident, incident, claim, damage, loss o unsafe condition or circumstance. Any such report shall be made in writing and signed by the Master. The Port Management shall be entitled to inspect and investigate any such report but without prejudice to the foregoing.
- 10. These Conditions of Use shall be construed, interpreted and applied in accordance with the laws of the State of Qatar, and the parties named herein submit exclusively to the jurisdiction of the courts of the State of Qatar.

Signed and acknowledged :

Master :

Date :

Time(GMT) :

The pilot passage plan has been received, its contents and tug positioning will be discussed with the attending pilot during Master/Pilot exchange. Navigation equipment is hereby acknowledged and confirmed as correct, any defect will be reported prior to arrival.

Yes	
No	

Remarks:

e-Conditions of Use

10

September 2016 Page 3 of 3



6. Port of Ras Laffan Pilotage and Port Information

طر للبترول Qatar Petro Charts: BA 3781 & 3	RAS LAFFAN PORT Pilotage & Port information
Masters are advised Ras Laffan Port VHF	to refer to Ras Laffan Port Regulations and Information.
Channel 16 - Initial C	alling Channel 12 – Working Channel
BA 3781. The boarding	ion: The Pilot will board the vessel at the Pilot Station as indicated on chart ng side, boarding arrangement and speed will be confirmed on the day of the pilot will inform the Master of the expected wind, tide, current & visibility inded passage.
Abort Points	 The safe abort point is before the channel entrance buoys, thereafter aborting will depend on vessel size, draft and prevailing conditions.
Passage Speed	 The inbound & outbound speeds will be influenced by the prevailing weather & current conditions at the time of transit.
Passage Times (Estimated)	Arrival: POB to All fast : ± 2 hours Departure : Let go to Pilot off : ± 1 hour
Turning	 The Pilot will turn the vessel at a suitable position within the harbour, and will then approach the berth with due regard to the prevailing weather conditions and circumstances at the time.
Tug Utilisation	 For LNG Carriers with a LOA of 250m or more 4 tugs shall be used for berthing and 3 for unberthing. For LNG Carriers with a LOA of less than 250m a minimum of 3 tugs shall be used for berthing and unberthing. For Tankers of DWT in excess of 175,000mt 4 tugs shall be used for berthing & unberthing. For Tankers of DWT less than 175,000mt a minimum of 3 tugs shall be used for berthing & unberthing. For Tankers of DWT less than 175,000mt a minimum of 3 tugs shall be used for berthing & unberthing. For vessels of less than 60,000mt DWT a minimum of 2 tugs shall be used for berthing & unberthing. Vessels equipped with bow thrusters and/or high efficiency manoeuvring devices may be exempt from the compulsory use of tugs but one tug will attend the vessel for berthing and unberthing. Should prevailing circumstances require the use of more tugs, it will be discussed and agreed with the Master.
Tugs & Bollard Pull : 45 Ton 60 Ton 80 Ton Azimuth Stern Drive	 1 x Tug will usually attend the vessel at the channel entrance and will make fast as required. The other 1, 2 or 3 Tugs will attend vessel inside main breakwaters. Tug lines are used.
Mooring	 1st Springs; 2nd Breastlines; 3rd Head & Sternlines. 8 Lines Forward & Aft, the required arrangement is 3,3,2 A different mooring sequence may be used if required.

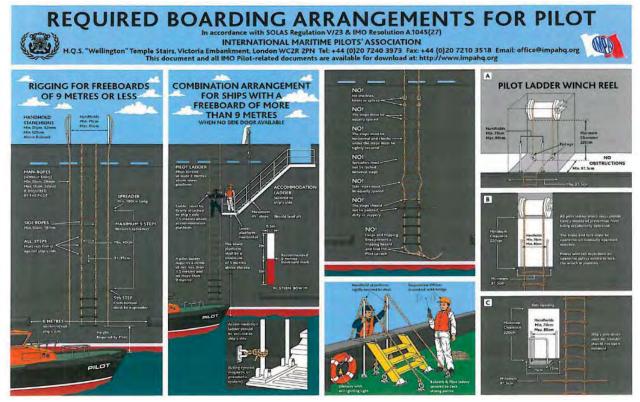


Mooring Launches	 All Mooring Lines are run by 2 Mooring Launches, should the use of heaving lines be more practical for sending spring lines this will be discussed with the master. For vessels berthing at general cargo berths all lines will be sent by heaving line.
Draft	Maximum draft at any time during the vessel's call at the port is 12.50m.
Anchors	 During the passage, anchors must be cleared, bow stoppers left on. Bow stoppers are to be tested to ensure free movement on and off the anchor chain. When mooring is completed the bow stoppers are to be on with safety pins removed.
Ship's Gangway (Offshore)	 During the vessels stay the offshore gangway is to be rigged and lowered to approximately 3m above the water. (Should the Master feel this conflicts with ISPS then gangway is to be rigged and swung out ready for use)
Fire Wires	Restance of the second
Departure	 Assisting tugs will escort the vessel to the harbour entrance, 1 x tug wirremain as escort to the channel exit. The pilot will normally disembark when the vessel clears the channel.
Ballast information	 The cooling water intake for Ras Laffan Industrial City hydrocarbox complex is situated within the Port area. Clearly any significant pollution, by oil or chemical, of this cooling system will result in major operational upsets and consequent litigation.



QRG-CL-005			
Rev. No:	08		
Draft No:	Final		
Date:	10-01-2017		
Page No.:	73 of 77		

7. Pilot boarding arrangements





8. No Objection to Hot Work Form



RAS LAFFAN PORT

"No Objecton to Hot Work"

(Excluding at LNG, Liquid Product Berths, SPM & Sulphur Berth)

Vessel:

Berthed at:

I Master of the above-mentioned vessel hereby apply for "No Objection to Hot work" request to conduct hot work on board my vessel and I undertake to ensure that all safety precautions necessary to prevent Fire/Explosion will be observed, and I further acknowledge that I am fully responsible for the work that is to be carried out in accordance with the section pertaining to Hot Work in the Ras Laffan Port Regulations and vessel's Safety Management System. I undertake to advise Port Control on VHF Channel 12 upon commencement and completion of the hot work. If hot work is to be carried out on deck, I will ensure that the work are shall be suitably screened to prevent arc weld flashes from being visible from shore side. Details of Hot Work:

	A formal risk assessment has been produced and discussed by the ship's team.			PTW system as required by ship's SMS has been followed.				le from	properly screened to prevent in shore side and trigger safety ir project.				
	 All relevent safety measures have been checked as required by ship's SMS safety checklists pertaining to hotwork. 		N/A	Has the Port been notified, incase of any other permits involved in this job.			No fluid transfer operation which may cause unexpecte release of flammable vapours/dust will be in progress during the job.						
Has all ventilators and access openings in the immediate vicinity of N/A the working area been closed.			N/A		Master of above named vessel, vork to be carried out. Ship's team has discussed and agreed the safety measure , it is safe to commence work.								
		sted By						No Ol	ojectio	on Fro	m Port	Manageme	nt
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3. Port Safety shall also notify RLTO if vessel(s) intend to do HW while moored at GB102, GB103, GB104, GB105, GB106 and GB107.

4. No ship to shore	operation including bu	it not limited to bunkering, sewage transfer and stor	es etc. will be c	arried out during hot work on board.	
Distribution:	Original:	Vessel, Port Logistics & Admin	Copies:	Port Control, Agency, Port Safety	

QFM-CL-059-001



9. Request for Garbage Delivery to Shore Reception Facility Form



REQUEST OF GARBAGE DELIVERY to SHORE RECEPTION FACILITY

This form shall be submitted 24 hours prior to intended date of the delivery of garbage.

1. SHIP PARTICULARS

1.1 Name of ship:	1.5 Owner or operator:
1.2 IMO number:	1.6 Distinctive number or letters:
1.3 Gross tonnage:	1.7 Flag State:
1.4 Type of ship:	

2. TYPE AND AMOUNT OF WASTE FOR DISCHARGE

Quantity (m3)

3. DETAILS OF GARBAGE COLLECTION OPERATION

 3.1 Location/Berth name:

 3.2 Time of Garbage Collection:

 3.3 Expected duration of Garbage discharge:

Master's signature

Date:		(dd/mm/yyyy)

QFM-CL-069-01



10. Request for Oil Waste Delivery to Shore Reception Facility Form



REQUEST OF OIL WASTE DELIVERY to SHORE RECEPTION FACILITY

This form shall be submitted 24 hours prior to intended date of the waste delivery.

1. SHIP PARTICULARS

1.1 Name of ship:	1.5 Owner or operator:
1.2 IMO number:	1.6 Distinctive number or letters:
1.3 Gross tonnage:	1.7 Flag State:
1.4 Type of ship:	

2. TYPE AND AMOUNT OF WASTE FOR DISCHARGE

MARPOL Annex I – Oil	Quantity (m3) / Number of Drums
Oily bilge water	
Oily residues (sludge)	
Other (please specify)	

3. DETAILS OF WASTE COLLECTION OPERATION

- 3.1 Location/Berth name:
- 3.2 Date of Waste Collection:
- 3.3 Time of waste Collection:

3.4 Expected duration of Waste Discharge: Hours

Master's signature

Date: _/_/___ (dd/mm/yyyy)

QFM-CL-055-01



11. Request for Sewage Delivery to Shore Reception Facility Form



Request for Sewage Delivery to Shore Reception Facility

This form shall be submitted 24 hours prior to intended date of the delivery of sewage.

1. SHIP PARTICULARS

1.1 Name of ship:	1.5 Owner or operator:
1.2 IMO number:	1.6 Distinctive number or letters:
1.3 Gross tonnage:	1.7 Flag State:
1.4 Type of ship:	

2. TYPE AND AMOUNT OF WASTE FOR DISCHARGE

MARPOL Annex IV - Sewage	Quantity (m3)

3. DETAILS OF SEWAGE COLLECTION OPERATION

- 3.1 Location/Berth name:
- 3.2 Location/Berth name:
- 3.3 Time of Sewage Collection:
- 3.4 Expected duration of Sewage discharge: Hours

Master's signature

Date: __/__/ (dd/mm/yyyy)

QFM-CL-018-01