PT. SIAM MASPION TERMINAL
Maspion Industrial Estate
Manyar, Gresik – East Java – Indonesia 61151
Phone: 031-3952957, 3956703 Fax. 031-3951093 E-mail: info@smtjetty.com

INFORMATIONS AND REGULATIONS
OF
SIAM MASPION TERMINAL

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GRESIK - INDONESIA

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PREFACE

This booklet contains the general information and regulation at the facilities for Jetty of Siam Maspion Terminal, located at Maspion Industrial Estate - Manyar – Gresik – East Java.

The booklet, however, does not replace or modify official publications concerning any of the subjects discussed herein, but intended only to assist in the use of these official publications.

We look forward to receiving your full cooperation during your stay at our Terminal and you are requested to pay particular attention to matter concerning safety.

This booklet may be updated from time to time in accordance with changes in regulations.

CONTENTS

I. GENERAL INFORMATION

PT. Siam Maspion Terminal is joint venture Company between PT. Maspion Investindo and PT. Bintang Delapan Berdikari duly organized and existing under the laws of the Republic of Indonesia and having its principal place of business at Jl. Kembang Jepun 38-40 Surabaya 60162, Indonesia.
Siam Maspion Terminal established since 1996 and started commercial operation in 1998 to serve the activities of manufacturing companies within Maspion Industrial Estate and surrounded area.

PT. Siam Maspion Terminal is international sea terminal which provides Jetty Facilities for Loading and Unloading services of the Liquid and Gas of Chemical, Petrochemical, Dry Bulk & General Cargo from Vessel to Terminal and vice versa.

Since July 2004 Siam Maspion Terminal had been completed implementation of ISPS Code (International Ship and Port Facility Security Code) in accordance with the IMO (International Marine Organization) requirement. SMT was granted Certificate SoCPF (Statement of Compliance of a Port Facility) No. AL 803/6/1/SoCPF/DL/2024 from Directorate General of Sea Communication - Director of Coastguard and Rescue Indonesia under the Authority of the Government of the Republic Indonesia. This Statement of Compliance is valid until 25 October 2029.
All operations regarding ship, terminal and port security will be undertaken in accordance with this code.

1.1. SMT Location and Jetty Position

PT. Siam Maspion Terminal is located at:
Maspion Industrial Estate, Jl. Raya Manyar, Gresik 61151 - East Java - Indonesia
Phone : 62-31-395 2957, 3956703
Fax : 62-31-395 1093
Email : info@smtjetty.com

The Siam Maspion Jetty is situated at the Madura Strait on the North East of Java Island of Indonesia. The jetty positions are:

a. Jetty 1

Coordinates	Plant Grid	
	Latitude	Longitude
Main Platform	07°06'46.00"S	112°39'11.00"E

b. Jetty 2

Coordinates	Plant Grid	
	Latitude	Longitude
Main Platform	07°6’56.88”S	112°39’11.94”E

c. Jetty 3

Coordinates	Plant Grid	
	Latitude	Longitude
Main Platform	07°6’50.89”S	112°39’12.89”E

d. Jetty 4

Coordinates	Plant Grid	
	Latitude	Longitude
Platform – point 1	07°06'31.23"S	112°39'12.78"E
Platform – point 2	07°06’41.78"S	112°39'12.72"E

e. Jetty 5

Coordinates	Plant Grid	
	Latitude	Longitude
Platform – 1	07°6’37.14”S	112°38’58.92”E
Platform – 2	07°6’33.88”S	112°38’58.90”E
Platform – 3	07°06'30.00"S	112°38'59.00"E

f. Jetty Crew Change

Coordinates	Plant Grid	
	Latitude	Longitude
Main Platform	07°06'39.38"S	112°39'12.08"E

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1.2. Relevant Chart and Publications

Relevant charts include:

- Indonesian Hydrographic Office Chart No. 84A, 96, 96A
- BA Charts No. 921, 945, 975, 2876 and 3731

Publications :

- BA Indonesia Pilot Vol. 2, NP 34.
- International Safety Guide for Oil and Ship & Terminal – ISGOTT vol.6

1.3. Wind, Weather and Tidal Conditions

The SE wind prevails from April to September but does not attain any great degree of constancy until August; it is particularly unsteady in the daytime, and variable winds are common. In August and September the wind blows stronger and steadier, generally from SE and SSE, and particularly off the Java coast at night when the land breeze reinforces the monsoon. The NW monsoon arrives at the end of November. This results in WSW winds in December, W winds in January and WNW winds in February. Clouded skies and SW squalls are frequent, the latter occurring generally during the NW monsoon and accompanied by thunder.
The rainfall corresponds with the monsoon, the NW monsoon month being the Rainer. February has the greatest rainfall, with September the least. The state of the sea is generally slight to moderate but can be rather rough; heavy swells are not uncommon, particularly during the stronger period of the NW monsoon, when the current is running counter to the prevailing wind. As a rule, the sea is calmest in March, July and November.
The tidal rise and fall is small with 1.5 – 2.9 meters maximum between maximum high and low water and is usually semi diurnal.

The waves are variable but can be quite strong.

Tide:

HWSL	+ 3.00 M	(High Water Springs Level)
MWSL	+ 1.50 M	(Mean Water Springs Level)
LWSL	+ 0.00 M	(Low Water Springs Level)

Elevation Platform

PLATFORM JETTY 1	+ 5.50 M	(Low Water Springs Level)
PLATFORM JETTY 2	+ 5.50 M	(Low Water Springs Level)
PLATFORM JETTY 3	+ 5.50 M	(Low Water Springs Level)
PLATFORM JETTY 4	+ 5.00 M	(Low Water Springs Level)
PLATFORM JETTY 5	+ 5.00 M	(Low Water Springs Level)
PLATFORM CrewChange	+ 4.20 M	(Low Water Springs Level)

The tidal current velocity is 0.1 – 0.9 m/sec without negative influence on ship approach as well as on ship berthing.

Controlling Depths

The maximum permitted draught alongside The Siam Maspion Terminal Jetty, including an allowance for Under Keel Clearance (UKC) of **10%** of vessel loaded draught, the seabed is currently:

a. **Jetty #1 is at -10.5 meter LWS**
b. **Jetty #2 is at -10.5 meter LWS**
c. **Jetty #3 is at -10.5 meter LWS**
d. **Inner berth of Jetty #4 is at -11.0 meter LWS**
e. **Outer berth of Jetty #4 is at -14.0 meter LWS**
f. **Jetty #5 is at -8.0 meter at LWS**

Chart depths alongside and immediately off the jetty are based on a chart datum of Low Lowest Water Springs (LLWS).

The Surabaya Port Authority do permit deeper draught vessels to transit the Alur Pelayaran Barat Surabaya (APBS) Channel which is based on the seabed at **-13.0 meter LWS**.

1.4. Condition of Acceptance

Currently Siam Maspion Terminal consists of:

1. **Jetty 1:**
   - 1 (one) berth
   - Ships of various size from 500 DWT – 70,000 DWT
   - Maximum LOA (length of overall) is 240 m' and the minimum parallel body length is 30 m'
   - For Hazardous liquid and gas cargoes.

2. **Jetty 2:**
   - 1 (one) berth
   - Ships of various size from 5.000 DWT – 30,000 DWT
   - Maximum LOA is 200 m' and the minimum parallel body length is 70 m'
   - For Hazardous liquid and gas cargoes.

3. **Jetty 3:**
   - 1 (one) berth
   - Ships of various size from 500 DWT – 10,000 DWT
   - Maximum LOA is 100 m' and the minimum parallel body length is 30 m'
   - For Hazardous liquid cargoes.

4. **Jetty 4:**
   - 2 (two) berths
   - Ships of various size from 500 DWT – 60,000 DWT (*outside berth*) with maximum LOA is 250 m' and the minimum parallel body length is 17 m'.

- Ships of various sizes from 500 DWT – 25.000 DWT (*inside berth*) with maximum LOA is 200 m' and the minimum parallel body length is 17 m'.
- Both sides of berth are for dry bulk & general cargoes (multipurpose).
- The maximum vessel loaded draught is -10.0 M at LWS for inner berth.
- The maximum vessel loaded draught is -13 M at LWS for outer berth.
- Maximum load of platform is 3,0 ton/m^2

5. Jetty 5:

- 6 (six) berths at the Starboard side and Port side of each 3 (three) platforms.
- Ships of various size from 500 DWT – 5,000 DWT (each) with maximum LOA is 90 m' and the minimum parallel body length is 17 m'.
- All sides of berth are for liquid bulk cargoes .
- The maximum vessel loaded draught is – 8.0 M at LWS.

6. Jetty Crewchange

- 1 (one) Berth by fixed Platform
- 2 (two) Berth by floating Platform
- Ships of various type size LOA 14 mtr to 50 mtrs
- All size of offshore crewboat and utility offshore vessel
- Available for crane, platform capacity 2 ton/M^2

The jetty is operated leaded by Jetty Master who is responsible for the safe conduct of operations at the jetty.
Jetty Master accepts ships on the understanding that operations are conducted safely and expeditiously in accordance with ISGOTT and that the jetty is vacated as soon as practicable after operations are completed.
Jetty Master reserves the right to suspend operations and require the removal of any ship from the jetty for:

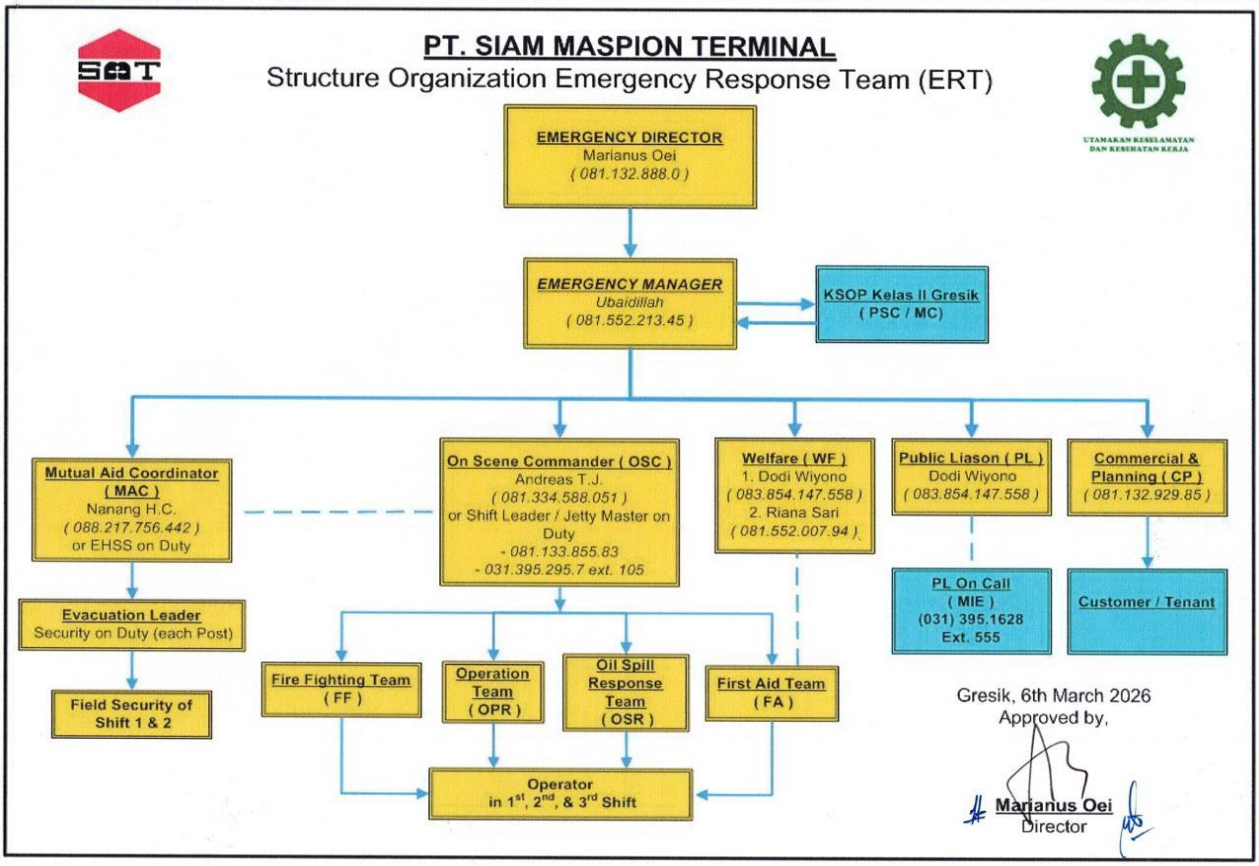
- Failure to comply with these regulations.
- Failure to comply with the international regulations governing safe Ship discharge at the jetty.
- Defects in ship, equipment, manning or operation, which in the opinion of the Jetty Master or operational staff present a hazard to the jetty, plant or personnel, associated with the jetty.
- Cargo out of specification.

1.5 Vessel Reporting of Damage Sustained En-Route

The Master of an arriving ship which has:

1. Sustained damage outside the port area which is likely to effect her seaworthiness, Or
2. Experienced cargo leakage or cargo containment difficulties shall advise the Port authority, Jetty Master, and Local agent before obtaining permission to enter the port.

1.6 Organization Structure of Emergency Response Team



II. PRE-ARRIVAL INFORMATION

Pre arrival information have to be known each party before any activities at Jetty both terminal/jetty and vessel/customers.

2.1 Information From Jetty (Terminal facilities) to the Vessel/Barge

A. Owner and Operator

1. OWNED BY	: PT. SIAM MASPION TERMINAL
2. NAME OF JETTY	: SIAM MASPION TERMINAL
3. DIRECTOR	: Mr. OEI, MARIANUS

4. GENERAL MANAGER : Mr. UBAIDILLAH
5. OPERATION MANAGER : Capt. ANDREAS TABAH J M.mar
5. PFSO/DEPUTY PFSO : Mr. SUDARSONO/JETTY MASTER ON DUTY
6. JETTY MASTER : Mr. M. HARIS. / Mr. ADHI AGUS H.
7. CALL NUMBER/CCR : 08113431677 - 08113385583
8 IMO NUMBER : IDGRE-0015 / 02-0339-DN
9. No. of SoCPF ISPS Code : AL 803/6/1/SoCPF/DL/2024
(International Ship and Port facilities Security - Code)

B. The Structure of Jetty

1. Jetty Head

- The Jetty 1 capacity is up to 70,000 DWT with fender beam is 20 m' length. The Depth is -10.5 M LWS
- The Jetty 2 capacity is up to 30,000 DWT with fender beam is 20 m' length. The Depth is -10.5 M LWS
- The Jetty 3 capacity is up to 10,000 DWT with fender beam is 15 m' length. The Depth is -10.5 M LWS
- The Jetty 4 capacity is up to 60,000 DWT (outside berth) with the Depth is -14.0 M LWS and up to 25.000 DWT (inside berth) with the Depth is -11.0 M LWS.
- The Jetty 5 capacity is up to 5,000 DWT (with double banking berth). The Depth is -8.0 M LWS
- The Crewchange Jetty
  - Platform capacity is up to 2000 DWT with the Depth is -8.0 M LWS
  - Floating Jetty capacity is up to 500 DWT with the Depth is -8.0 M LWS

Platform/Main Deck

- Jetty 1
  - Size : 10 x 15 meter
  - Elevation : + 5.50 m' LWS
  - Navigation Light : Visibility up to 14 miles.

- Jetty 2
  - Size : 10 x 15 meter
  - Elevation : + 5.50 m' LWS
  - Navigation Light : Visibility up to 14 miles.

- Jetty 3
  - Size : 10 x 15 meter
  - Elevation : + 5.00 m' LWS

- Navigation Light : Visibility up to 14 miles.

- Jetty 4
  - Size : 300 x 30 meter
  - Elevation : + 5.00 m' LWS
  - Navigation Light : Visibility up to 14 miles.

- Jetty 5
  - Size : 6 x 8 meter (each), 3 Berth inner & outer
  - Elevation : + 5.00 m' LWS
  - Navigation Light : Visibility up to 14 miles

- Jetty Crew Change
  - Size : 40 x 15 meter
  - Elevation : + 4.20 m' LWS

- Jetty Floating
  - Size : 2,5 x 40 meter
  - Elevation : + 1.00 m' LWS

Breasting Dolphin

- Jetty 1, size: 8 x 6 meter (4 units), Fender with capacity 100 Ton and Quick Release Hook (QRH) with capacity 60 ton/hook + captain, and elevation + 5,500 m' LWS
- Jetty 2, size: 7 x 6 meter (2 units), Fender with capacity each 40 Ton and Bollard with capacity each 50 ton. And elevation + 5,000 m' LWS
- Jetty 3, size: 6 x 6 meter (3 units), Fender with capacity each 10 Ton and Bollard with capacity each 50 ton. And elevation + 5,000 m' LWS
- Jetty 5, size: 6 x 8 meter (6 units), Fender with capacity each 10 Ton and Bollard with capacity each 50 ton. And elevation + 5,000 m' LWS

Mooring Dolphin

- Jetty 1, size: 6 x 6 meter (6 units) with Quick Release Hook (QRH) capacity 60 and 75 ton/hook + captain, elevation + 5,000 m' LWS
- Jetty 2, size: 6 x 6 meter (4 units), with Quick Release Hook (QRH) capacity 45 ton/hook + captain, elevation + 5,000 m' LWS
- Jetty 3, size: 6 x 6 meter (1 unit), with Bollard capacity 50 ton, elevation + 5,000 m' LWS
- Jetty 4, size: 6 x 7 meter (1 unit), with Bollard capacity 100 ton, elevation + 5,000 m' LWS
- Jetty 5, size: 6 x 6 meter (3 unit), with Bollard capacity 50 ton, elevation + 5,000 m' LWS
- Navigation Light: Visibility up to 6 miles.

Fire Fighting Platform

- Size 9 x 4 meter (at Jetty 2) and
- 9 x 4 meter (at Jetty 4)
- 2 unit Sea water Fire Pumps and Diesel Engine with capacity each 350 m3/hour.
- Mobile Foam AFFF Water foam with canon monitor, capacity 5000 liter of AFFF at each Jetty 1, Jetty 2 and Jetty 3.

2. Trestle

Jetty 1:

- Length : 740 meter
- Width : 3 meter
- Structure : concrete
- Capacity of trestle : 500 kg/m2

Jetty 2 & 3:

- Length : 341 meter
- Width : 3 meter
- Structure : concrete
- Capacity of trestle : 500 kg/m2

Jetty 4:

- Length : 715 meter
- Width : 10 meter
- Structure : concrete
- Capacity of trestle : 800 kg/m2

3. Pipe Rack

From Onshore to Jetty 1:

- 3 layers, width 5 m, and expansion loops every 200 m'
- Length : 4.000 m
- Structure : Steel

From Jetty 1 to Jetty 2:

- 3 layers, width 3 m
- Length : 341 m
- Structure : Hot Deep Galvanized Steel

From Jetty 5 to main pipe rack Jetty 1:

- 3 layers, width 2 m
- Length : 500 m
- Structure : Hot Deep Galvanized Steel

4. Causeway

- Length : 2700 meter (Jetty 1,2,3) and 1000 meter (Jetty 4)
- Width : 12 meter (Jetty 1,2,3) and 14 meter (Jetty 4)
- Structure : Paving stone with band wall and stone bumper at the left and Right side.

5. Safety and Fire Fighting Equipments

- Sea water Fire Pump : 2 units @350m3/hr
- Foam tank : 1 unit @ 5,000 Liter
- Fire Monitor : 2 units
- Portable Foam : 2 units @ 150 Liter
- Hydrant Pillar-2.5 inches @ 200 m' : 45 Pcs (Jetty,Causeway &Trestle)
- Extinguisher @ 9 Kg : 22 Pcs
- Extinguisher @ 75 Kg : 6 Pcs
- Extinguisher @ 6 Kg : 9 Pcs
- Extinguisher @ 4,5 Kg : 4 Pcs
- Extinguisher @ 3 Kg : 4 Pcs
- Extinguisher @ 2,5 Kg : 3 Pcs
- Extinguisher @ 2 Kg : 7 Pcs
- Diesel Generator Set : 200 KVA
- Fresh water reservoir : 500,000 Liter
- SCBA : 5 units
- Eye and body washer : 5 units
- Eye washer : 2 units
- Emergency fire brigade truck : 1 unit
- Ambulance Car : 1 unit (Maspion Industrial Estate)
- Oil Boom : 200 Meter+
- Skimmer & power pack : 1 Set

C. Vessel

- Cargo vessels between 500 DWT and 70,000 DWT cargo capacities.
- The minimum of Free board is 1.0 M
- Currently bunkering or storing fuel can be undertaken at the jetty 4.
- No slop reception facilities.
- No clean or dirty ballast reception facilities available.
- Gangway is responsible by Ship and Shore just only back up.
- **Currently every time can berth at Jetty for 24 hours, except Inner berth of Jetty 4 and Jetty 5 shall be in positive (+) current way (APBS tide & Current Table).**

D. Radio Communication Channel

The Terminal Central Control Room (CCR) is equipped with a VHF radio system Call Sign PKD-374**.** Communication should be made to the Terminal Control Room to give the arrival time at pilot and precise berthing time.
Jetty also coordinated to The Pilot each other with the marine radio standby channel as below:

- International Distress Frequency VHF channel 16, frequency 156,800 Mhz.
- Marine Traffic & Port Operations with VHF channel 12, frequency 156.600 MHz.
- Port Operations VHF channel 14, frequency 156.700 MHz.
- Pilot and Tug Service VHF channel 12, frequency 156.600 MHz.
- Communication vessel & Port with VHF channel 11, frequency 156.550 MHz.
- Communication vessel & Port with VHF channel 13, frequency 156.650 MHz.
- Communication vessel & Port with VHF channel 15, frequency 156.750 MHz.
- Local Land SMT terminal frequency on channel 172.775 Mhz.

E. Pilotage & Tugs Services

The Terminal provides Pilotage and Tugs Service (operated by PT. PIM - Maspion Group) to ensure all Vessel and Barge will berth and unberth in safe condition according to plan.
Radio Communication

- International Distress Frequency VHF channel 16, frequency 156.800 Mhz.
- Marine Traffic & Port Operations with VHF channel 12, frequency 156.600 MHz.
- Pilot and Tug Service VHF channel 12, frequency 156.600 MHz.

a. Pilot.
5 Personel Pilot Class-1 and Class-2 standby alternately scheduled.

b. Tugs.

- TD Servewell Steady.
  - Propulsion : 2560 HP
  - Bollard Pull : 30 Ton
- TD Restu Utama 02.
  - Propulsion : 2750 HP
  - Bollard Pull : 30 Ton
- Pilot Boat- 2 unit
  Max Speed : 22 Kts
  Service Speed : 18 Kts

2.2 Shipment Schedule Procedures.

Siam Maspion Terminal will arrange the jetty windows for berthing activities of vessels to get smooth loading/unloading operation among of customers. The jetty window is arranged as SMT regulations in the shipment schedule as follows:

a. Customers who want to use the jetty for vessel berthing shall book the jetty space at 1 (one) month advance or at least 2 (two) weeks before vessel arrival.

b. Booking of shipment schedule will be stated as 'confirm' if Estimated Berthing Date (EBD) of vessel has already been agreed between SMT and Customer.

c. Customer/Ship Agent must update information periodically the status of vessel during 7, 5, 3, 2, 1 day before vessel arrival. And final confirmation of berthing plan is after submitting the berthing permission (1A) to SMT by Ship Agent.

d. Based on information from customer/ship agent about vessel status, SMT will arrange the shipment schedule and or berthing line up as description of jetty situation which is still tentative line up.

e. Berthing line up or time frame will be calculated based on information of Cargo volume and Estimate average of pumping flow rate, which is added with the pre and post time after completely mooring/all fast.

f. In the case of if any overlapping schedule between one customer and others, SMT will coordinate with the related parties/customers and put into effect the FCFS (First Come First Serve with a six hour diferences) policy if some of the vessel which was scheduled still no any confirmation of ETA (estimated time of arrival) at Pilot Station (Maspion Pilot Station) while other vessel already come or confirmed and or known ETA.

g. Implementation of FCFS policy is keep considering the initial booking schedule. And the vessel with earlier ETA will not always berth first without any booking on jetty windows, but it depends on jetty condition and customers' situation at the moment.

h. The vessel which is late of arrival (delay and delay more) even already booked on Jetty shipment schedule, so berthing time will be adjusted with the Jetty available space or after other vessel that already booked and come on the following date.

i. During loading-unloading activities if the vessel indicated will happen delay sailing even caused by ship trouble, customer trouble, PBM trouble, terminal trouble, etc. and will affect to following vessel, Ship/customer shall be responsible for any claim

or demurrage from other vessel if want to continue loading-unloading activity. But if the customer/ship does not want to continue the loading-unloading activity, the vessel shall unberth first and can berth again after Jetty space is empty.

j. Any delay and demurrage that may be caused by queuing up / force major will NOT responsibility of SMT.

k. **No.2 Jetty is priority for LPG Pertamina's vessel, any delay and or un-berthing of other vessel caused by LPG vessel activity will NOT be SMT responsibility.**

2.3 Information From Vessel to Jetty.

Prior to arrival at the jetty, the Ship's Master shall advise to Siam Maspion Terminal as Planner and Vessel agent the information required below:

- Estimated Time of Arrival 7 days, 5 days, 3 days, 2 days, and 1 day before arrival. Every customer/consignee/shipping agency must follow the procedure of shipment schedule for booking space of berthing in SMT Jetty. The procedure as mentioned in **Shipment Schedule Procedure.**
- Quantity of cargo on board.
- Tank history (last three cargoes carried)
- Stowage plan.
- Number and size of manifold connections and reducers available.
- Temperature and pressure of each ship's tank.
- Set point of each cargo tank's relief valves.
- Amount, type, and location of slops on board.
- Any defects in ship or equipment affecting cargo performance or safety of operations.
- ISPS status level.
- Type, size, and number mooring available.
- Draft on arrival.

The Master of the ship is responsible to ensure that all required documentation and original certificates are available for port formalities, including but not limited to:

- Registry certificate
- Seaworthiness certificate
- Measurement certificate
- International Load Line certificate
- Safety Equipment certificate
- Safety Radio and Radio Telephone/Telegraphy certificate
- Health Book or Bill of Health
- Vaccination certificates

- Last Port clearance
- Subscription of light and harbor dues and wharf (if any)
- Crew and passenger lists
- Ship's Particular (Q88)
- International Oil Pollution Prevention Certificate
- International Ship Security Certificate
- ISPS Code: Exchange of information Form

2.4 Vessel Restrictions / Requirement

Vessel must have given proper cleared and accepted by Siam Maspion Terminal. Only such liquefied gas and chemical vessels, which comply with the recommendation of IMO and have a valid certificate relating to:

- The code for existing ships carrying liquefied gases in bulk (Resolution A.329(IX)
- The code for the construction and equipment for ships carrying liquefied gases in bulk (Resolution A.328(IX)
- The international code for the construction and equipment for ships carrying liquefied gases in bulk (IGC) (Resolution MSC 5 (48)
- The code for the construction and equipment for ships carrying dangerous chemical in bulk (Resolution A.212(VII))
- Requirement of questioner 88
- Vessel must be in good state of repair and all equipment properly functioning prior to proceeding to berth. Vessel must be presented in every respect ready to load / unload product at temperature and pressure in accordance with notice.
- Vessels will not be accepted for loading / unloading unless the thanks to be loaded / unloaded and ship piping are free of any liquid or vapor which would knowingly contaminate or degrade the product.
- Any the goods, spare parts and or other products supplied to and or received from the ship shall have the permission from General Manager/Jetty Master of PT. Siam Maspion Terminal and should be proposed by Ship's Agent.

2.5 Vessel Agency

The ship's agent will have made the necessary arrangements for the pilot, tugs and berthing crew as well as informing the Port Authority, Immigration, Health, Customs (for ship) and other Authorities, as required.
Pilots must be ordered for inward and outward passages by the ship's agent. VHF channel 12 is always monitored. The pilot uses a service boat to board arriving or vessel at anchorage.
Berthing restrictions may be imposed by the Port Authority, and it is always necessary to anchor-up around the anchorage area until Port Authority permission to berth is obtained.

Before the vessel will be berthing to Jetty, agent shall provide the A1 Permission to SMT with the following document as below:

- ✓ Master Cable from Vessel Captain
- ✓ Pemberitahuan Kedatangan Kapal (PKK) from Syahbandar
- ✓ Cargo Maninvest
- ✓ Copy Bill of Lading
- ✓ PKKA (Pemberitahuan Keagenan Kapal Asing) for foreign ship
- ✓ RPT (Rencana Pola Trayek) for domestic ship.

All these documents shall submit and proceed in the INAPORNET system which provide by Ministry of Transportation and controlled by Port Authority.

Running of mooring lines and release of mooring lines except in an Emergency is handled by mooring gang and are arranged for by the ship's agent / ship's owner.
During Berth / Unberth proses, Ship Agent must attend to ensure ship is safe during berth/unberth proses.

III. VESSEL MOORING AND ACCESS

All mooring and mooring equipment are to be conducted in accordance with the ISGOTT and OCIMF publication "Guideline on the use of high modulus synthetic fiber as mooring lines on large Ships "

3.1 Ship Mooring Equipment

Before arrival at the port or terminal, the vessel should prepare all necessary equipment and should be ready for use if required.

It is recommended that ships make fast at Siam Maspion Terminal with an all wires or wires with synthetic rope tails mooring system which meets the Oil Companies International Marine Forum (OCIMF) guidelines. Hence high elasticity ropes are not recommended and the use of High Modulus Synthetic Fiber as Mooring Lines on Large Ships.

3.2 Type and Quality of Mooring Lines

Mooring lines of the same material must be used for all head/stern/breast ropes. Under no circumstances will a mixture of wire and synthetic ropes used together in the same direction of service and to the same mooring hooks be acceptable.
The use of mixed i.e., ropes and wires or ropes of different characteristics are not permitted at Siam Maspion Terminal.

3.3 Tending of Mooring

The Master and ship's personal are responsible for:

- Ensuring that the ship is always secured, commensurate with retaining the ship at the jetty within the constraints of the arm envelope.
- Ensuring that the ships mooring ropes or wires are secured only to the proper fixtures on the ship provided for the purpose.
- Ensuring that a strict watch is maintained on the ship's moorings.
- Providing and rigging towing wires of good condition and minimum breaking strength commensurate with the size of ship, secured to the offshore bow and quarter with towing eyes maintained just above the water line.
- Maintenance and safe operation of ship's equipment.
- The frequent monitoring and careful tending of the mooring, but suitably qualified shore personnel will check the mooring periodically to satisfy themselves that they are being properly tending.

3.4 Safe Access

There is no shore gangway provided at the Siam Maspion Terminal. Subject to positioning of the vessel alongside and the position on board of the ship accommodation ladder or gangway, these may be able to be positioned on one of the large breasting dolphins.

Access to and from the vessel may have to be from the seaward side via an accommodation ladder and boat. If this is required a suitable boat will be arranged by the local agent.

Included within the jetty installation is a ship/shore access gangway. The ship is free to use this facility but must provide a suitable safety net and ensure the access is properly illuminated. If this facility is not utilized the ship must provide its own access equipment with safety net, but this will be subject to review by Jetty Master of Siam Maspion Terminal before their use.

Should the Master, ship's crew, agents, or other party associated with the ship, cause any damage to the jetty or Siam Maspion Terminal facilities, either unintentionally, by accident or as the result of negligence, the ship and her Owner shall provide a full indemnity for the cost to repair said damage and any consequential loss.

Any failure to maintain efficient mooring throughout the off-loading operation will result in cargo operations being halted.

IV. JETTY PROCEDURES AND REGULATIONS

4.1. Berthing Unberthing Procedure

A. Berthing

- Berthing without being moored at jetty bolder (snatching) is not allowed.
- Jetty 1, 2, 3, 4A1 and A2 can be done berthing or sailing the ship without regard to positive current or negative current. If positive current, the ship will berth on starboar side alongside and if negative current, the ship will berth on port side alongside. When the ship is berthing or sailing at Jetty 4 (Inner berth) and Jetty 5 should be in positive current. Strength of the current maximum is 1 knot.

  The value is Zero or positive on tidal stream tables of Indonesian Archipelago.
- Tugboat of Barge was not allowed to leave the barge except for specific reasons and with approval by Jetty Master and Ship Agent must propose the Shifting Approval Letter (Ijin Olah Gerak) from Gresik Port Authority (KSOP) and send the copy to SMT terminal then the Master of tugboat filled out the Form from Jetty Master.
- Berthing Parallel Should follow the parameters as follows:
  a. Maximum speed 0.4 knots for vessels up to 5,000 DWT
  b. Maximum speed of 0.2 knots for ship more than 5,000 DWT.
- Jetty Master could suspend or prohibit to berth the Ship at SMT in case:
  a. The ship is in an abnormal condition (eg: the differences of the vessel Trim is very large, Cargo is on Fire, and tugboat condition can't operate maximally, ship not able to maneuver).
  b. Bad weather, in this case Jetty Master will coordinate with the ship's agent who will explain in its entire the situation, if necessary, coordination of meetings involving Commercial & Planning, Jetty Master, ship agent, ship owner, Safety Officer and related parties.
- To berth at Jetty 4B (inner berth), jetty 5B (inner berth) vessel shall be with certain condition and required Starboard Side Alongside (Ro-ro, ship with Starboard crane, etc.) must be in current $\pm$ 0.5 knots or slack conditions (0.0) on Tidal Stream Tables of Indonesian Archipelago.
- The responsibilities of any parts involved in the process of berthing should be explained, which relate to risks arising (risk of damage to port and ship facilities*).*

B. Unberthing

1. Jetty Master notes clearly the reasons for the offshore log.
2. Jetty Master will release the ship based on criteria:
   - Got information from the ship's agent that the vessel document is complete.

- Get information from the ship's agent about the snooze guide to be used.
- Support documents during loading and unloading process are complete.
- Receive commands from Manager / Supervisor Operation to release the vessel.

3. Jetty Operator will release the mooring rope of ship when receive commands from Jetty Master only.
4. In the event of an emergency, the captain decides to ask to unberthing the ship if:
   - Bad Weather (refer to SMT weather procedure)
   - Hazard events in the jetty (explosion / fire / riot).
   - Hazard events from other ships which berthing not far from the vessel in relevant (fire / explosion).
5. Jetty Master supervises and monitors the movement of the ship as it away the jetty.

C. Assist Tug:

a. Vessel Alongside

LOA over than 100 meter proceed to alongside use 2 assist Tugs
LOA less than 100 meter proceed to alongside at Jetty 1,2,3,4 use 1 assist Tug

b. Unberthing

In Ballast
LOA up to 100 meters in Ballast condition use 1 tug assist
Laden Condition
LOA more than 100 meters in Laden condition use 2 Tugs Assist

c. Special Condition

Master Request
During Vessel Berthing/Unberthing proses at Jetty, if Master request for additional Assist Tug will be allowed as requested.

Berthing Between 2 (Two) Vessel
During Berthing/Unberthing proses between 2 Vessel, must be use 2 (two) Assit Tug

d. Jetty 5 – Ship

Berthing proses use 2 Tugs assist .
Unberthing proses use 1 Tug Assist if in Ballast condition

4.2 Pre Operation Meeting.

Before any loading / unloading operations can commence a meeting with the Master/Chief officer, the Officer in charge of cargo operation and Jetty Master / Jetty Master will take place on board the vessel. At this meeting, they will:

- Ensure complete and sign understanding of **"The Ship Shore Safety Check List"** (SSSCL).
- Discuss any deficiencies shown up by the above check list and agree to any additional precautions required. PT Siam Maspion Terminal reserves the right to refuse to off-load the ship if the required standards are not met.
- Agree the discharge program which will include:
  - Quantity of product /cargo to be off-loaded.
  - Determine acceptable receiving pumping rates including pre-planned stoppages or slowdowns, agreed by both in the shore request.
  - Order of operations in case of multiple cargoes/parcels
  - Advice regarding the ship emergency shut-down system.
  - Advice regarding the PT Siam Maspion Terminal emergency shut-down system and provision of cabled hand switch which will be provided to ship for use in an emergency.
  - Discuss and agree:
    1. The means of communication to be used during all operations.
    2. Connecting / disconnecting procedures.
    3. Cool down requirements.
    4. Possible purging requirements.
    5. Vapors return system operation (For VCM, LPG and Ammonia)
    6. Emergency procedures in event of fire or spillage aboard ship or on the jetty.
    7. Procedures in case of any pollution
  - Ensure ship's personnel are adequately aware of the hazards of the cargo.
  - The Master/Chief Officer will provide a Material Safety Data Sheet for the cargo, which contains much useful information.
  - Ensure ship's personnel are aware of action to take when the jetty or site fire or gas alarm is sounded.

4.3 Cargo Operation Procedures

Discharge of the cargo will not commence until all necessary safety checks have been carried out to the satisfaction of the Jetty Master or Jetty Master and the Master of the ship.

- Jetty Master will be responsible for connecting the loading arm and flexible hose to the ship manifold connections as indicated by the Master or prepared all about equipment that needed to operation dry bulk cargo.

- No flanges are to be disconnected or blanks removed, until it has been confirmed that the lines and connections are free of liquid.

Care must be taken to ensure that no foreign objects or contaminant enters any open cargo lines.

- Jetty Master and the Master or ship's officer responsible for cargo operations, will agree that system is correctly lined up for off-loading to commence.
- If at any time there is deviation from the agreed plan either by the ship or Jetty Master, each should inform the other immediately.
- Jetty Master or Master presence will be maintained on the jetty throughout the discharge.
- Jetty Master or Master and / or an independent surveyor will witness the start and finish discharge or loading and agree the ship's tank quantities transferred. The agreed figures will be that which appears on the ship's discharge documentation, as the quantity transferred.
- The quantity of material off-loaded will be calculated from ships tanks, but reference may be made to the tank custody mass transfer instrumentation.
- The ship must give 15 minutes notice of each cargo tank emptying and consequent change-over, or of any other requirement to stop or start pumps.
- A problem may occur with the normal loading/unloading equipment. In such cases, a flexible hose cannot be used, except with the written authority of the General Manager.

CARGO CALCULATION

Sampling, Ullaging, and Quantity calculation will be carried out after berthing concurrently with Immigration and Port Health authority Formality or concurrently with the connection of Loading arm and flexible hose. The calculation procedure will be attended by Customs Official, Surveyor and Terminal Representative.

Currently Siam Maspion Terminal will allow of discharging operation for 24 hours berthing time.

Loading operations must cease and the loading arm and flexible hose or flexible hose disconnected in case of any of the following unsafe conditions:

- The wave height is more than 0.5 m.
- There is a danger of a moving vessel running foul of the ship or jetty.
- During thunderstorms and lightening
- Wind Speed over than 25 knots show in wind speed meter
- When there is a dangerous or heavy accumulation of vapors present on deck

For disconnection of the loading arm or flexible hose a normal close-down with draining of the lines is preferred to the emergency release leaving the arm and lines full of product.

Fire water hydrant system is available.
Foam protection in the chamber is available.
A portable extinguisher is available.
Fresh water supply is available.
No bunkers are available.

A ship alongside and involved in cargo operation must always be in a state of readiness to vacate the berth at short notice. Immobilization of main engines or other equipment essential to maneuvering is forbidden.

4.4 Condition to Observed During Operation

While a ship is alongside the Siam Maspion Terminal sufficient crew, under the continuous supervision of a responsible ship's Officer, shall remain on board at all times to deal with routine operations and any emergency.
In addition:

- The ship on the outboard side of the ship should provide a suitable means of escape for use in an emergency.
- A responsible communicate in English, ship's officer equipped with an intrinsically safe portable radio must be on deck at all times.
- On deck' shall be interpreted as including the cargo control room.
- The radio may be one provided by Siam Maspion Terminal to ensure direct communication is always available.
- A responsible member of the ships crew, capable of understanding directions as given by Jetty Master and capable of relying on these directions to his responsible ship's officer, shall be stationed at or near the ship's manifold at all times whilst the loading arm and flexible hose is connected.
- All doors, portholes and openings leading from the main deck to the accommodation or machinery spaces shall be kept closed.
  Doors, portholes and openings at any deck level above the main deck, which overlook the deck, shall be kept closed.
  All ventilators through which gas can enter shall be suitably trimmed /closed to prevent entry of any gas.
  Mechanical ventilators and air conditioning units shall be stopped if the possibility exists of gas being drawn into the accommodation. Window type air conditioning units shall be electrically disconnected unless situated wholly within the accommodation.
- All cargo and bunker hose connections shall be securely blanked when not in use.

- The cargo machinery spaces and cargo control room, mechanical ventilation system (s) shall be started prior to commencement of operations and kept in operation throughout the discharge.
- On request from Terminal Manager, the responsible ship's officer shall provide Evidence that safe for entry conditions enclosed compartments.
- Any leakage should be advised immediately.
  In that event, all operations must be stopped immediately until the cause has been ascertained, the defect remedied and all hazards from the spill or vapor release eliminated.
- Restart after leakage may be subject to special conditions which may be applied, depending on the cause, to minimize the opportunity for re-occurrence.
- Wind direction and wind speed strongly observed during cargo transferred, Jetty Master and Chief Officer shall communicate each other about this matter to take an action for safety consideration. Some condition shall be considered by both Jetty Master and Chief Officer are:
  - Wind direction from West to East with **speed 20 knots**, considering stopping cargo pumping (from Ship or Shore).
  - Wind direction from West to East with **speed 25 knots**, considering disconnecting the manifold (hose or MLA).
  - Wind direction from West to East with **speed 30 knots**, considering to unberth the ship.

4.5 Loading-Unloading Condition

Liquid & Gas Jetty (Jetty 1, 2, 3 & 5)

Product	Operation	Minimum Flow rate	Maximum Pressure	Temperature
a. PT. TPC Indo				
V.C.M	Unloading	150 MT/hr	8.5 kg/cm²	Ambient
b. PT. DMT				
Phenol	Unloading	150 MT/hr	6.0 kg/cm²	Ambient
Toluene	Unloading	250 MT/hr	7.5 kg/cm²	Ambient
Methanol	Unloading	150 MT/hr	7.5 kg/cm²	Ambient
Caustic soda	Unloading	150 MT/hr	7.5 kg/cm²	Ambient
Paraffin Oil	Unloading	170 MT/hr	7.5 kg/cm²	Ambient
Xylene	Unloading	250 MT/hr	7.5 kg/cm²	Ambient
INA	Unloading	150 MT/hr	7.5 kg/cm²	Ambient
H.S.D	Unloading	180 MT/hr	7.5 kg/cm²	Ambient
H.S.D	Loading	180 MT/hr	7.5 kg/cm²	Ambient

BASE OIL	Unloading	150 MT/hr	7.5 kg/cm²	Ambient
BUTYL	Unloading	150 MT/hr	7.5 kg/cm²	Ambient
Condensate	Loading	150 MT/hr	7.5 kg/cm2	Ambient
MFO	Loading	150 MT/hr	7.5 kg/cm2	Ambient

c. PT. AMS

ASPHALT	Unloading	150 MT/hr	8.0 kg/cm²	Ambient

d. PT. SHELL

H.S.D/ MOGAS	Loading	300 MT/hr	6.0 kg/cm²	Ambient
H.S.D/ MOGAS	Unloading	300 MT/hr	6.0 kg/cm²	Ambient

e. PT. PGN - SAKA

CRUDE OIL	Loading	1100 MT/hr	1.5 Kg/cm²	Ambient
L.P.G	Loading	120 MT/hr	8.0 kg/cm²	Ambient

f. PT. MEM

L.P.G	Unloading	180 MT/hr	12.0 kg/cm²	Ambient

g. PT. CJI

Ammonia/NH3	Unloading	280 MT/hr	12.0 kg/cm²	Ambient

h. PT. BEST

CPO	Unloading	120 MT/hr	8.0 kg/cm²	Ambient
RPKO/RBDPKO	Loading	250 MT/hr	6.0 kg/ cm²	Ambient

Multi-Purpose Jetty (Jetty 4)

General Cargo *	Unloading	1500 MT/gang/day	-	-
Coal	Unloading	1875 MT/gang /day	-	-
Iron ore	Unloading	2500 MT/gang /day	-	-
Gypsum rock (Bg)	Unloading	2000 MT/gang /day	-	-
Gypsum rock (Vs)	Unloading	2500 MT/gang /day	-	-
Clinker (Bg)	Unloading	2000 MT/gang /day	-	-
Clinker (Vessel)	Unloading	2500 MT/gang /day	-	-
Cement in bulk	Unloading	2000 MT/gang /day	-	-
Fertilizer in bulk	Unloading	2000 MT/gang /day	-	-
Fertilizer in Bag	Unloading	500 T/gang /day	-	-
Fert. in Jumbo Bag	Unloading	1000 T/gang /day	-	-
Wheat in bulk	Unloading	3000 MT/gang/day	-	-
Raw Sugar in bulk	Unloading	3000 MT/gang/day	-	-

Wood Log	Unloading	1200 M3/gang/day	-	-
Steel slab & billet	Unloading	3500 M3/gang/day	-	-

(*General Cargo: Pipe, coating pipe, offshore equipment, etc.)

4.6 Communication

NO	TERMINAL NEIGHBOUR	PHONE / CHANNEL HT
1	PT. SIAM MASPION TERMINAL	(031) 395-2957, 395-6703, Fax. 395-1093
2	GENERAL MANAGER	081.5522.1345
3	PFSO – Sudarsono	081.330.277.827
4	CCR	081.134.316.77
5	JETTY MASTER / DEPUTY PFSO	081.133.855.83 - 081.358.141.093
6	PORT CAPTAIN – Capt. Andreas Tabah	081.334.588.051
7	GENERAL AFFAIR/PUBLIC LIASON	081.552.213.45 / 081.230.785.899
8	MASPION INDUSTRIAL ESTATE SECURITY	081.653.6251 / 081.2357.5360
9	SBY PORT AUTHORITY	(031) 329.1479
10	SYABANDAR/PSC - SURABAYA	(031) 329.1364
11	HARBOR MASTER / Asst. Deputy PSO	(031) 398-1902
12	P.S.O Surabaya Port	(031) 329.4444
13	Assistant PSO	(031) 329.1479
14	P.S.O Harbor Master (Gresik Port Authority)	(031) 398.1902
15	GRESIK SEA POLICE	(031) 398.2854
16	PT. TPC INDO PLASTIC AND CHEMICAL	(031) 395-2948
17	PT. DOVECHEM MASPION TERMINAL	(031) 395-5560
18	PT. PGN - SAKA	(031) 393-0515
19	PT. ASPAL MULTI SARANA	(031) 395-3868
20	PT. SHELL INDONESIA	(031) 393-0772, 393-0801
21	PT. MASPION ENERGY MITRATAMA	(031) 395-9056, FAX. (031) 3959055
22	PT. CHEIL JEDANG INDONESIA	(031) 393-0838
23	PETROKIMIA – FIRE BRIGADE	(031) 398-2100
24	POLICE STATION - MANYAR GRESIK	(031) 395-1591 , 395-2465, 397-4110
25	GENERAL HOSPITAL- BUNDER GRESIK	(031) 395-1246 , 3951239
26	DEPT. OF ENVIRONMENT GRESIK – PEMDA	(031) 398-1403
27	PT. M.I.E / KIM – FIRE BRIGADE	(031) 395-1628 – EXT.555
28	RADIO HT - TPC	VHF 152.450 Hz
29	RADIO HT - SMT	VHF 172.775 Hz
30	RADIO HT - DMT	VHF 158.700 Hz
31	RADIO HT - CJI	VHF 151.625 Hz
32	RADIO HT - MEM	VHF 152.390 Hz
33	RADIO HT - SHELL	VHF 165.350 Hz
34	RADIO HT - PERTAMINA	VHF 156.450 Hz / CH. 09
35	MARINE DISTRESS CHANNEL	VHF 156.670 Hz / CH. 16
36	RADIO MARINE VHF - MASPION PILOT	VHF 156.600 Hz / CH. 12
37	RADIO MARINE VHF - MASPION PILOT	VHF 156.650 Hz / CH. 13
38	RADIO MARINE VHF - MASPION PILOT	VHF 156.700 Hz / CH. 14
39	RADIO MARINE VHF - MASPION PILOT	VHF 156.750 Hz / CH. 15
40	RADIO HT - PSO	VHF 156.670 Hz / CH. 16

4.7 Cargo Handling Requirement

a. Emergency Shutdown

The jetty shutdown system is to protect the jetty installation. A portable cabled hand switch will be provided to the ship. This hand switch activates the powered emergency release couplings after shutting the ball valves against the ship's pump flow. It must therefore only be utilized in a severe emergency situation where disconnection of the arm from the ship manifold is imperative.

In case of fire on board, discharging / loading operation must be stopped immediately, and this condition is ever reached it is expected that the ship's personnel will have fire stopped the discharge and requested shore side valves to be closed by Jetty Master.

General alarm should be given to the terminal's assistant to vacate the berth. In case the ship moved away from original mooring position, the following procedure should be conducted to protect the loading arm or flexible hose from being damage:

- Stop cargo pump.
- Close ship's manifold valve
- Promptly utilize tugboat for pulling / pushing the vessel in windward direction
- Active Emergency respond coupling to release loading arm or of flexible hose flanges.

b. Portable Instruments

PT Siam Maspion Terminal reserves the right to bring on board intrinsically safe portable instrument(s) during loading operations. Reasonable notice of this requirement will be given.

c. Purging and Venting

Purging and venting from ships tanks to atmosphere is not permitted within jetty limits.

d. Reliquifaction Plant

Under no circumstances may condenser cooling water be discharged on to the jetty.

e. Fire Precaution

Ship's fire fighting facilities including main and emergency fire pumps shall be ready for immediate use and pressure shall be maintained on the fire main while alongside the jetty.
At least 2 fire hoses, with dual purpose spray/jet nozzles, shall be connected to the ship's fire main in the cargo area and on the jetty. Hoses shall be laid out for immediate use.

Shore-side monitor guns should be trained to direct fire water to the area of the ship's manifold, prior to the commencement of operations and should be tested.

An international shore-side fire connection is available.

The Master is responsible for ensuring that the shore-side fire fighting procedures, as explained by the Jetty Master prior to commencement of operations, are fully understood by all on board.
Should fire break out, the Master or responsible officer should make an immediate signal by series of prolonged blasts on the ship's whistle and continuous sounding of the fire alarm.

f. Smoking

Smoking is strictly forbidden on the jetty and approaches at all times, IDR 500.000 fine will be applied.
Smoking on board ships must be confined to designated Smoking Areas. In the case of a leak or emergency alarm all smoking must cease immediately.

g. Matches and Lighters

The use of matches and lighters are prohibited except in places where smoking is allowed. Matches and lighters may not be carried by personnel outside these areas nor should they be carried on deck or in any other place where vapor might accumulate.

h. Naked Lights/ Flames

The use of naked lights or flames is prohibited except
- Under individual permit-to-work issued by General Manager
- As provided under these regulations

i. Prevention of Sparking and Excessive Funnel Smoke

Connecting and disconnecting of the arm will be carried out in a manner which avoids the production of sparks.
Soot blowing and excessive funnel smoke production is prohibited and immediate steps must be taken to eliminate hot debris and sparks from funnel.
Insulated flanges are maintained on both the liquid and vapor lines of the loading arm and flexible hose to prevent static discharge at disconnection. AND/OR
The ship shall be electrically bonded to the jetty prior to connection of the arms and shall remain in place until after the arms are purged and disconnected.

j. Radio Transmitters

The ship's radio transmission equipment (except VHF) shall not be used whilst off-loading is taking place. Aerials shall be earthed.

k. Portable Electrical Equipment

Portable radio sets, lamps, and hand lamps must be of an approved type.
The use of portable lamps on wandering leads is prohibited in any cargo space.
Portable domestic radios, photographic flash equipment, tape recorders and any other battery-operated equipment of non-approved type **shall not** be used on the main deck area or on the jetty.

The use or carrying of a camera on the jetty or site and on board the ship, is strictly prohibited.

l. Repair Work

Repair work involving hot or cold work is prohibited unless permission and a permit to work has been provided by the Port Authority & General Manager.
If permission is granted, a list of specific repairs and of shore workmen to be employed on the ship must be provided by the ship before work commences.
Repairs and other work which would immobilize the ship must not be undertaken without prior permission.

m. General Cargo and Stores Handling

General cargo, including petroleum in drums or liquefied gas in cylinders shall be handled. The handling of ships stores will be the subject of permission from staff, prior to or after completion of cargo off-loading.

n. Weather Precautions

Operations may be stopped during severe electric storms.
Wind restriction has already been detailed – see in ***4.3 Condition to Observed during Operation***

o. Access to Jetty Area

Only authorized persons or those with entry permits issued by the PT Siam Maspion Terminal security shall be allowed access to the jetty area.
Visitors are not allowed on board except by written permission of the Master and agreed by Jetty Master.
Authorized officials of PT Siam Maspion Terminal shall have the right to board any ship at any time to ensure maintenance of these regulations.

p. Damaged Ships

The Master of an arriving ship:

- Which has sustained damage outside **the "port area"** which is likely to affect her seaworthiness or
- From which any flammable or dangerous cargo is leaking shall advise the Jetty Master and port authority before obtaining permission to berth.

q. Avoidance of Oil Pollution

- Only clean ballast shall be discharged into the waters adjacent to the jetty after obtaining permission from the Jetty Master.
- Sawdust or any other material used to mop up oil spillage must be disposed of safely to ensure overheating does not occur.
- No discharge of oil / Sludge is permitted.
- No discharge of garbage, hot ashes or other hazardous waste is permitted.

r. Safety and Pollution Checklist

Ship / shore safety and pollution check lists are to be completed jointly between vessel and terminal representative prior to load or discharge. The Jetty Master will coordinate cargo operation between the vessel and shore.

Handling cargo at Siam Maspion Terminal interesting of safety operation based on ISGOTT (International Safety Guide for Oil Ship and Terminal)

V. CUSTOMER FACILITIES

5.1 PT. TPC Indo Plastic and Chemicals

- Production of PVC Resin with raw material is V.C.M (Vinyl Chloride Monomers)
- Siam Maspion Terminal has equipped to support PT. TPC Indo with loading arm and flexible hose and flexible hose. The unloading arm and flexible hose are utilized for dedicated gas of VCM
- Loading arm and flexible hose of VCM cargo, both the liquid and vapor return lines incorporate with couplings system.
- The presentation flanges are:
  - ✓ Loading arm and flexible hose 6 inch # 300 ANSI 15 meter length, 3 inch # 300 ANSI (quick coupling system)
  - ✓ Flexible hose 8 inch # 300 ANSI 20 Meter length, 3 inch # 300 ANSI

5.2 PT. Dovechem Maspion Terminal (PT. DMT)

- Storage tank business for supporting chemical industry in East Java, especially inside Maspion Industrial Estate and surrounding area.
- The presentation flanges are:
  - ✓ Pipeline 2 lines Stainless steel – dia. 6 inch and 1 Stainless steel – dim 8 inches.
  - ✓ Pipeline 3 lines Carbon steel – dia. 8 inch and dim 6 inches.
  - ✓ Flexible hose 8-inch # 10 K JIS & hose 6-inch # 10 K JIS
  - ✓ Reducer 3” x 4” # 300 ANSI and Reducer 6” x 8” # 10 K JIS

5.3 PT. PGN - SAKA (Indonesia-Pangkah).

- Natural gas processing business (Operation Processing facilities – OPF)
- The presentation flanges are:
  - ✓ Pipeline 24 inch Carbon steel for cargo Liquid Crude Oil
  - ✓ Pipeline 10 inch Carbon steel for cargo Liquid Gas LPG
  - ✓ Loading Arm 3 Unit – dim 10 inch and dim 8 inch.

5.4 PT. Shell Indonesia

- Storage tank business for supporting chemical industry, cargo HSD, Mogas 92 and Mogas 95 in East Java and surrounding area.
- The presentation flanges are:
  - ✓ Pipeline 2 lines Carbon Steel – dim 12 inches.
  - ✓ Loading Arm 2 units – dim 8 inches.

5.5 PT. MASPION ENERGY MITRATAMA (PT. MEM)

- Storage tank business for supporting LPG Pertamina for distribution in East Java and surrounded area.
- The presentation flanges are:
  - ✓ Pipeline 2 lines Carbon steel – dim 10 inch and dim 6 inch
  - ✓ Flexible hose 8 inch & hose 3 inch

5.6 PT. PARNA MASPION SEJAHTERA (PMS)

- Storage tank business for supporting NH3-Amonia & Aquos , cargo NH3 – Amonia in East Java and surrounding area.
- The presentation flanges are:
  - ✓ Pipeline 1 lines Carbon Steel with insulation – dim 10 inches.
  - ✓ Loading Arm 1 units – dim 10 inches.

No gooseneck risers or other manifold extensions are allowed.

Owners are responsible for ensuring the ship is compatible with the loading arm and flexible hose that the arm envelope will not be exceeded during cargo operations.

VI. APPENDIX

6. 1Appendix 1 – Fire Notice.

D. I. Fire Emergency Response

1. Response time is the total duration calculated from the time the fire report is received until the Emergency Response Team arrives at the location and is ready to provide handling measures.
2. The person who finds the fire immediately contacts the Area Owner / Loading Master.
3. The Area Owner immediately reports to the Emergency Manager, then the Emergency Manager instructs the On Scene Commander (OSC) to handle the emergency response.
4. Control of fire extinguishing by the closest people using fire extinguishers if the Fire Fighting Team has not come to the location.
5. The OSC instructs security at the scene to sound the siren in the event of an emergency, as well as take the necessary security measures by closing access in and out only to interested people (emergency response team).
6. The On Scene Commander (OSC) orders the Fire Fighting Leader to extinguish the fire with available equipment or with a Fire truck according to the situation and fire scene and report the progress to the Emergency Manager.
7. The On Scene Commander (OSC) ordered the First Aid Team to perform first aid on the victim.
8. The Emergency Manager orders the Evacuation / Security Team to evacuate personnel to the evacuation area or Assembly Point (looking at the direction of the wind and smoke so that it is not in the direction of the evacuation).
9. Carry out the handling described in IK-SSHE-23 Fire Emergency Response.

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6. 2Appendix 2 – Spillage Notice

D. III. Oil Spill Emergency Response

1. Response time is calculated from the receipt of an oil spill report or alarm until the ESD is fully operational to isolate, stop the flow of cargo, and shut down the related equipment (pump/compressor) then until finally the Emergency Response Team arrives at the scene to take handling actions.
2. Personnel who received reports of oil spills immediately reported to the Loading Master accompanied by the latest conditions of the spill in the sea according to the direction of the current and wind at that time.
3. The Loading Master informs the Chief Officer or Captain / Master to coordinate to stop the operation by closing the valve gradually.
4. The Area Owner / Jetty Master reports the oil spill emergency to the Emergency Manager, then the Emergency Manager instructs the On Scene Commander (OSC) to handle the emergency response.
5. The Area Owner / Jetty Master immediately reports an oil leak emergency to the Port Authority if there is a large oil spill into the sea.
6. Operation personnel who oversee handling small oil spill leaks using absorbent sheets.
7. The Emergency Manager commands the Oil Spill Team to prepare an Oil Boom to deal with large oil spill leaks.
8. The OSC instructs security at the scene to sound the siren in the event of an emergency, as well as take the necessary security measures by closing access in and out only to interested people (emergency response team).
9. The Fire Fighting Team, Ambulance, and the First Aid Team are on standby according to procedures.
10. Carry out the handling described in IK-SSHE-17 Large Spill During Loading-Unloading.

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6. 3Appendix 3 – Emergency Procedures

Date : ..... Time : ..... Hrs MT / MV .....

EMERGENCY PROCEDURES

The alarm is continuous sounding general alarm system
the "All Clear" is verbal Communication.

Action Be Taken by Ship Personnel :

1 In the event of an emergency occuring you will be informed by terminal supervision.
2 On receipt of this information you are requested to follow your own ship procedure for such an accident. All personnel on board,whether they are crew or otherwise, must follow the ship's procedure.
3 Should member of your ship be ashore at this time,they must follow normal plan procedures as advised by terminal representative.

A The event of a fire :
* Raise alarm
* Stop all Operations.
* Contain spillage
* Prepare to vacate the jetty.

B In the event of a spillage :
* Raise alarm
* Stop all Operations.
* Contain spillage
* Inform terminal Personnel

Acknowledged by : _____

MT / MV .....

Remarks :

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6.4 Appendix 4 – Safety Checklist

PT SIAM MASPION TERMINAL
JETTY FACILITY READINESS

1. Berthing at Jetty (Sandar di Jetty)	:	Arrival	:	Completed	:
2. Ship Name	:	POB	:	Cal. Compt	:
3. LOA **	: m	First line	:	Hose Off	:
4. Cargo (Muatan) **	:	All Fast	:	POB	:
5. Status	:	Ullage & Cal.	:	Cast Off	:
6. Arrival Draft **	: F: / M: / A: m	Hose on	:	Departure	:
Departure Draft **	: F: / M: / A: m	Commence	:		

I. SAFETY

NO	ITEM	REMARK	
		BERTHING	UNBERTHING
1	***Communication*** *- Ship - CCR* *- CCR - Personel Involve* *- CCR - Customers* *- Others...*	Channel : Channel : Channel :	Channel : Channel : Channel :
2	***Personal Protective Equipment*** *- Helmet* *- Gloves* *- Coat* *- Life Vest* *- Others...*	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐
3	***Fire Fighting*** *- Fire Extinguisher* *- Fire Monitor* *- Hydrant, Nozzle & Hose* *- Diesel Hydrant*	☐ ☐ ☐ ☐	☐ ☐ ☐ ☐

II. BERTHING EQUIPMENT

NO	ITEM	QTY	LOCATION	PORT CONDITION			REMARK	
				Hook Lock	Winch	Hook Motor	BERTHING	UNBERTHING
1	**Quick Release Hook**							
	- 75 Ton		(MD...../BD.....)				OK / NO	OK / NO
	- 60 Ton		(MD...../BD.....)				OK / NO	OK / NO
	- 45 Ton		(MD...../BD.....)				OK / NO	OK / NO
2	**Bollard**							
	- 80 Ton		(MD...../BD.....)				OK / NO	OK / NO
	- 60 Ton		(MD...../BD.....)				OK / NO	OK / NO
	- 50 Ton		(MD...../BD.....)				OK / NO	OK / NO
	- 40 Ton		(MD...../BD.....)				OK / NO	OK / NO
3	**Fender**			**Bolt**	**Chain**	**Rubber**		
	- V Fender		(MD...../BD.....)				OK / NO	OK / NO
	- Cone Fender		(MD...../BD.....)				OK / NO	OK / NO
4	**Ship Shore Access**			**Handrail/Rope**	**Safety Net**	**Deck**		
	- Gangway		(MD...../BD.....)				Ship/Shore Gangway*	
	- Pilot ladder		(MD...../BD.....)					

III. PILOT & TUG

BERTHING
PILOT No. :
TUG 1 :
TUG 2 :

UNBERTHING
PILOT No. :
TUG 1 :
TUG 2 :

IV. WEATHER **

BERTHING
1. Wind :
2. Current :
3. Tide :
4. Visibility : Good (> 2 Nm) / Poor (< 2 Nm)
5. Sky : Blue Sky / Partly Cloudy / Cloudy / Overcast / Drizzel / Rain / Heavy Rain

UNBERTHING
1. Wind :
2. Current :
3. Tide :
4. Visibility : Good (> 2 Nm) / Poor (< 2 Nm)
5. Sky : Blue Sky / Partly Cloudy / Cloudy / Overcast / Drizzel / Rain / Heavy Rain

BERTHING			UNBERTHING			
Checked by,	Agreed by,	Acknowledge,	Checked by,	Agreed by,	Acknowledge,	Acknowledge,
Foreman	Loading Master	Agent	Foreman	Loading Master	Agent	Jetty Master

REMARK

*** Cross mark unnecessary ones**
**** Fill up by Loading Master**

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6.5 Appendix 5 – Prevention of Sea Pollution

6. PROCEDURE PREVENTION OF SEA POLLUTION DETAILS

6.1 Tier 1 (PT.Siam Maspion Terminal)

1. Dealing with spillage incidents that occur from activities at PT. SMT
2. Report the oil spill incident to the Port Administration and other authorized parties.

6.2 Tier 2 (Port Authority and Authority Office Gresik dan Regional Government of East Java Province)

1. Provide notifications to coordinate ships and ship traffic during the occurrence of a spill at sea.
2. Coordinating the handling of spill incidents that occurred in Port Working Area and Port Area of Interest.
3. Establish a local team for pollution spill control operations.
4. Report spill incidents to the National Response Team (NRT) / PUSKODALNAS
5. Coordinate pollutant spill control operations for Tier 1 and Tier 2.
6 Coordinating the control of pollutant spill incidents.

6.3 Tier 3 (National Response Team (NRT) / PUSKODALNAS)

1. Coordinating pollutant spill control operations for Tier 3.
2. Defining procedures for Tier 3.
3. Providing legal assistance to anyone who has suffered losses due to spills at sea.
4 Ensure the availability of facilities, infrastructure and trained personnel to deal with oil spills at sea.
5. Establish minimum requirements for the readiness of facilities, infrastructure, and personnel in the region for the control of the environmental impact of spills at sea.
6. Assist customs in coordination with Directorate General of Sea Transportation, Ministry of Environment, Ministry of Finance, and Ministry of Trade.

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6. 6Appendix 6 – Declaration of Security

KEMENTERIAN PERHUBUNGAN
DIREKTORAT JENDERAL PERHUBUNGAN LAUT
GEDUNG KARYA LANTAI 12 S.D 17

JL. MEDAN MERDEKA BARAT No. 8
JAKARTA - 10110

TEL : 3811308, 3505006, 3813269, 3447017
3842440
PST : 4213, 4227, 4209, 4135

TLX : 3844492, 3458540

FAX : 3811786, 3845430, 3507576

SURAT EDARAN
CIRCULAR LETTER
Nomor : SE. 2 TAHUN 2019

TENTANG
CONCERNING

TINGKAT KEAMANAN KAPAL DAN FASILITAS PELABUHAN
SECURITY LEVEL FOR SHIPS AND PORT FACILITIES

1. Berdasarkan ketentuan *ISPS Code Part A.4* dan *Part B. 4.8 - 4.9* dan Peraturan Menteri Perhubungan Nomor 134 Tahun 2016 Pasal 4 Ayat 1 tentang Manajemen Keamanan Kapal dan Fasilitas Pelabuhan, Direktur Jenderal Perhubungan Laut selaku *Designated Authority (DA)* bertanggungjawab menetapkan tingkat keamanan secara nasional untuk kapal dan fasilitas pelabuhan di Indonesia.

   According to the provisions of ISPS Code Part A. 4 and Part B. 4.8 – 4.9 and Transportation Ministerial Decree Number 134 Year 2016 article 4 clause 1 concerning the Security Management of Ships and Port Facilities, Director General of Sea Transportation as the Designated Authority sets the national security level of Indonesian flagged ships and port facilities.

2. Tersebut butir 1 (satu) di atas, untuk memberikan kepastian mengenai situasi dan kondisi keamanan maritim di Indonesia, dengan ini dinyatakan bahwa tingkat keamanan untuk kapal dan fasilitas pelabuhan secara nasional berada pada TINGKAT KEAMANAN 1 (satu) atau NORMAL.

   Following the above, to provide certainty of the maritime security situation in Indonesia, it is hereby declared that the national security level of Indonesian flagged ships and port facilities is set to SECURITY LEVEL 1 (one) or NORMAL.

3. Perubahan tingkat keamanan sebagaimana dimaksud pada butir 2 (dua) di atas dapat dilakukan sewaktu-waktu, sesuai dengan perkembangan keamanan maritim yang terjadi secara nasional maupun setempat dan akan dilakukan evaluasi setelah 6 (enam) bulan sejak Surat Edaran ini ditetapkan.

   Changes of security level is carried out based on current maritime security updates, nationally or locally and will be evaluated 6 (six) months after the enactment of this circular letter.

/4. Para.....

Model Takah 02 - *"Melaali Peraturan Pelayaran Berarti Mendukung Terciptanya Keselamatan Berlayar"*

6. 7Appendix 7 – Ship / Shore Agreement.

SHIP - SHORE AGREEMENT

Vessel Name : _____ Day, Date & Time : _____
Port : _____ Voyage No. : _____
Berth : _____ Jetty's Customer : _____

To : _____ LOADING ☐ UNLOADING ☐

Please be informed of the following vessel's information pertaining cargo handling at PT. Siam Maspion Terminal.

Name of the cargo : Nomination :
1. _____ _____ B/L Figure
2. _____ _____ B/L Figure
3. _____ _____ B/L Figure

			SHORE INFORMATION	VESSEL INFORMATION	AGREEMENT
1.	Allowed shore pressure		:		
2.	Flow rate	Initial	:		
		Maximal	:		
		Topping off	:		
3.	Temperature of the cargo		:		
4.	Manifold size & number (MLA /Hose*)		:		
5.	Shore line, length		:		
6.	Blowing / Hot Gas procedure		:		
7.	Shore / Ship Tank No.		:		
8.	Method for Cargo Completion		: -	-	Ship Stop / Shore Stop

Arrival/Calculated* Draft
- Fore : _____ m
- Mid : _____ m
- Aft : _____ m

Departure Draft :
- Fore : _____ m
- Mid : _____ m
- Aft : _____ m

MASTER DOCUMENT
PT. SIAM MASPION TERMINAL

TIME FRAME OF LOADING / UNLOADING*

a. Pre Time = All fasted berting to commence pump : _____ hrs
b. Loading / Discharge* Time = BL Qty : Flow rate minimum : _____ hrs
c. Post Time = complete pump and document to sailing : _____ hrs
d. Total Loading / Unloading* time : _____ hrs
e. All fasted, date at : _____ /
f. Sailing have to, date at : _____ /

Requested by,

_____
Jetty Master

Acknowledge by,

_____

I have agreed with the Jetty requirement conditions. If any delay has been caused by actions of vessel or shore terminal then any claim of demurrage effected shall be my responsibility.

Agreed by,

_____
(Shore Officer / Master / Chief Officer*)

(Choose One as needed)*

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