SOCAR TURKEY AKARYAKIT DEPOLAMA A.Ş. ALİAĞA FACILITY

DANGEROUS CARGO HANDLING GUIDE

ISSUE DATE: 05.05.2017
(For Revisions, See Revision Page)

SERKAN BALCI

MANAGER OF EXTERNAL CUSTOMER RELATED TERMINALS

Serkan BALCI
Dış Müşteri Bağlantılı
Terminaller Müdürü

TMGD TEHLİKELİ MADDELER
GÜVENLİK DANIŞMANLIK A.Ş.

REVISION PAGE

Sequence No.	Rev. No.	Content of the Revision	Revision date	Revision Responsible	
				Name and surname	signature
1	01	Dangerous Bulk Cargo Procedure	29.08.2017	Mesut EĞİTİM	
2	02	The change of the address and responsibles	22.03.2018	Mesut EĞİTİM	
3	03	General Rev.	28.12.2020	Cem ÖZTÜRK	
4	04	General Rev.	01.07.2021	Cem ÖZTÜRK	
5	05	New Instruction	30.11.2022	Bülent BARUT	
6	06	General Rev.	18.04.2023	Bülent BARUT	
7	07	General Rev.	08.07.2024	Serkan BALCI	

Contents

Abbreviations

- ✓ VHF, Marine Band Radio
- ✓ CTU, Freight Transport Unit
- ✓ IBC Code, The International Code of the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk
- ✓ IMDG, International Dangerous Goods Guide
- ✓ IMO, International Maritime Organization
- ✓ ILO, International Workers Organization
- ✓ UN, United Nations
- ✓ PEAR Harmful To People, Environment, Property And Reputation
- ✓ AFAD, Disaster And Emergency Management Presidency
- ✓ SDS, Safety Data Sheet
- ✓ MARPOL, (Marine Pollution) International Convention for the Prevention of Pollution of the Seas from Ships
- ✓ GRT, Volume of all enclosed spaces of a ship
- ✓ KKD, (PPE) Personal Protective Equipment

DEFINITIONS

Interface means a dock, pier, breakwater, quay, wharf, marine terminal or similar structure (floating or not) to which a ship can be moored. This includes any facility or property other than the vessel used directly or indirectly to load or unload dangerous cargo.

Port Facility means any person or institution that controls the operation of a port on a daily basis.

Bulk means cargoes intended to be transported in a tank permanently fixed on or inside the Ship or without a bulkhead for storage in the cargo area that is a structural part of a ship.

Cargo companies means a shipper, carrier, forwarder, groupage agent, packing center or any person, company or institution involved in any of the following activities: identification, containment, packaging, packaging, securing of dangerous cargoes, Receiving cargo in port, transporting it by sea and always have control over the cargo in relation to its labeling, placarding or documentation.

Certificate of Conformity means a document issued by or on behalf of the Administration in accordance with the relevant laws for the ship's structure and equipment, certifying that the ship's structure and equipment are suitable for the dangerous cargoes to be transported on the ship.

Dangerous cargoes (goods), within the scope of the following documents, means any of the following cargoes, whether they are packaged, packaged or transported in bulk:

- oils covered by Annex I of MARPOL 73/78;
- Gases covered by the Laws for the structure and equipment of ships carrying Liquefied Gases in bulk;
Toxic liquids/chemicals, including waste, covered by the law for the construction and equipment of ships carrying MARPOL 73/78 Annex II and Bulk Hazardous Chemicals;
- Solid materials in bulk containing chemical hazards and solid hazardous materials in bulk (MHBs), including wastes covered by group B annexes in the safety practices for solid bulk cargoes (BC Code);
- Harmful substances in packaged form (covered by Annex III of MARPOL 73/78); and
- Hazardous substances, materials or substances (covered by the IMDG Code)

The term dangerous cargoes includes any uncleaned packaging that has previously been transported dangerous cargo (tank-container casing, bulk compartment intermediate containers) if it has been filled with a substance that is not classified as dangerous or has been purged of gases to neutralize any dangerous cargo and the residues of the dangerous cargoes have not been sufficiently removed. (IBCs), bulk packagings, portable tanks or tank vehicles).

Flexible hose/pipe refers to flexible hose and end connections containing sealed end means used for the transfer of dangerous cargoes.

Handling, including interim holding operations such as temporary storage of dangerous cargoes in the port area during their transport from the point of origin to the destination route for the purpose of changing the means and methods of transport and movement within the port, which forms part of the transport supply chain for cargoes, and from a ship, rail car, vehicle, freight This includes loading or unloading from a container or other means of transport, intermediate transport between ships or other modes of transport, or transfer within a ship or at a warehouse or terminal area. This term has been expanded to cover all operations related to dangerous cargoes in the port area.

Hot work means any open fire and flame, power tools or hot rivets, grinding, welding, burning, cutting, welding or other repair work involving heat or causing sparks, which may become dangerous due to the presence or proximity of dangerous loads.

Captain means the person in command of a ship. Pilot is not included.

Packing refers to the packaging, loading and loading of dangerous cargoes to recipients, intermediate containers for bulk transport (IBCs), freight containers, tank containers, portable tanks, railroad wagons, bulk containers, vehicles, ship barges or other cargo transport units.

Pipeline means all pipes, connections, valves and other auxiliary facilities, apparatus and equipment in a port related to or used for the loading of dangerous cargoes, but any pipe, apparatus or equipment of the ship excluding the ends of the parts of the pipe,

apparatus or equipment of the ship to which the flexible pipes are connected. shall not include the piece of equipment, the flexible pipe, the loading arm.

Regional Port Authority means any person or institution authorized to implement effective control in the port area

PRESENTATION

Ulaştırma ve Altyapı Bakanlığı tarafından 14/11/2021 tarihli ve 31659 sayılı Resmi Gazete'de yayımlanan Tehlikeli Yüklerin Denizyoluyla Taşınması ve Yükleme Emniyeti Hakkında Yönetmeliğin 7 nci maddesinde bulunan "*Kıyı tesisleri, tehlikeli yüklerle ilgili yapılan tüm işlemlerin ve bu Yönetmelikte belirtilmiş sorumlulukların ve tedbirlerin nasıl yerine getirildiğini açıklayan prosedürleri ve tehlikeli yüklere yönelik emniyet planını içeren Tehlikeli Yük Elleçleme Rehberi hazırlar. Rehber ilgili tüm tesis personeli, kamu otoriteleri ve tesis kullanıcılarının erişimine ve bilgisine açık olacak şekilde kıyı tesisine ait web sitesinde yayımlanır. Tehlikeli Yük Elleçleme Rehberine ilişkin usul ve esaslar İdare tarafından belirlenir* " hükmü gereğince 20.04.2022 tarihli ve 281879 sayılı Tehlikeli Yük Elleçleme Rehberi konulu Uygulama Talimatı ile Tehlikeli Yük Elleçleme Rehberi hazırlanmıştır.

REHBERİN KAPSAMI : Bu rehber Tehlikeli Yük İlgililerini, Limana tehlikeli yükleri getiren Gemi Kaptanlarını ve Kıyı Tesisi İşletmecisini kapsar.

1. INTRODUCTION

STAD Aliağa Facility is a storage and filling facility located in İzmir Aliağa Special Industrial Zone, affiliated to STAD. The official title of STAD is "SOCAR Turkey Enerji A.Ş." affiliated with SOCAR Turkey. SOCAR Turkey is a subsidiary of SOCAR (State Petroleum Company of the Republic of Azerbaijan) established in 2008, one of the world's most established oil and natural gas companies.

SOCAR Turkey is a symbol of the growing economic cooperation between two sister countries, Azerbaijan and Turkey. As SOCAR Turkey progresses rapidly towards becoming one of the largest companies in the country, it continues to strengthen Turkey's industry with the investments it has made, thus helping Turkey become an important power in international energy platforms.

STAD Aliaga Facility; It stores fuel products by importing them from abroad or obtaining them from refineries operating in Turkey. After the handling activities of the products, they are shipped to the customer in bulk by ship or land tanker, according to the customer's demand. The facility provides the supply of products by ships, land tankers or pipelines through the pier. The facility has a warehouse license. The main activities carried out in the organization are as follows:

- Bulk Liquid Storage Services
- Warehouse Services

FACILITY INFORMATION FORM

1	Facility operator name/title	SOCAR TURKEY AKARYAKIT DEPOLAMA A.Ş.		
2	Contact information of the facility operator (address, telephone, fax, e-mail and web page)	Vadistanbul Bulvar, Ayazağa Mah. Azerbaycan Cad. No: 109-E, 1D Blok, 34485, Sarıyer / İstanbul Tel: 0(212) 305 00 00 Fax: 0(212) 305 0100 Web: http://www.socardepolama.com.tr		
3	Facility name	SOCAR TURKEY AKARYAKIT DEPOLAMA A.Ş. ALİAĞA ŞUBESİ		
4	City where the facility is located	İZMİR		
5	Contact information of the facility (address, telephone, fax, e-mail and web page)	Siteler Mah. Kardeşlik Cad. No:10 35800 Aliağa / İZMİR Tel: 0 (232) 966 6950 Faks : 0 (232) 966 6999 Web: http://www.socardepolama.com.tr		
6	Geographical region of the facility	Aegean Region		
7	Port Authority and contact details of the facility	ALİAĞA REGIONAL PORT AUTHORITY Kültür Mahallesi Fevzipaşa Cd. No:10 Aliağa / İZMİR Telefon: 0(232) 616 19 93 / 616 19 99 / 616 67 74 Faks: 0(232) 616 41 06 E posta: aliaga@udhb.gov.tr Web: www.aliagadenizcilik.gov.tr		
8	Mayor's Office and contact details of the facility	Aliağa Belediye Başkanlığı Kültür Mah. Lozan Cad. No:47 Aliağa, İZMİR Tel: 0(232) 399 0000 Faks: 0(232) 616 3719 E posta: bilgi@aliaga.bel.tr Web: www.aliaga.bel.tr		
9	Name of the Free Zone or Organized Industrial Zone where the facility is located	Special Industrial Zone		
10	Validity date of Port Facility Operation Permit/Temporary Operation Permit	08.05.2025		
11	Facility activity status	Own load and additional 3rd party (X)	Own load and additional 3rd party (…)	Own load and additional 3rd party (…)
12	Name and surname of the facility manager, contact details (phone, fax, e-mail)	Serkan BALCI (Manager Of External Customer Related Terminals) Siteler Mah. Kardeşlik Cad. No:10 35800 Aliağa/İZMİR Tel: 0(232) 966 69 86 Fax: 0(232) 966 69 99 E-posta: serkan.balci@socar.com.tr		

13	Name and surname, contact details (phone, fax, e-mail) of the dangerous goods operations officer of the facility	Gökhan KUTLUAY Siteler Mah. Kardeşlik Cad. No:10 35800 Aliağa/İZMİR Tel: 0(232) 966 69 66 Fax: 0(232) 966 69 99 E-posta: gokhan.kutluay@socar.com.tr
14	Name and surname of the Dangerous Goods Safety Advisor of the facility, contact details (phone, fax, e-mail)	Kübra Akyıldız Tel: 0(555) 562 97 52 E-posta: kubra.akyildiz@tmgddanismanlik.com
15	Marine coordinates of the facility	38° 46' 20.5" Kuzey, 26° 55'42.2" Doğu
16	Types of dangerous goods handled at the facility (Loads within the scope of MARPOL Annex-I, IMDG Code, IBC Code, IGC Code, IMSBC Code, Grain Code, TDC Code, asphalt/bitumen and scrap loads)	1- DIESEL FUEL (It is a complex mixture of hydrocarbons containing mostly medium distillates between C10 and C28. It may contain performance enhancing additives. Cracking products containing polycyclic aromatic hydrocarbons may be found.) 2- JET A-1 (It is a complex mixture of hydrocarbons, mostly containing the kero layer (kerosin) between C9 and C16. It may contain a small amount of patented additives.) 3- GASOLINE (It is a complex mixture of hydrocarbons containing mostly medium distillates between C10 and C28. It may contain performance enhancing additives. Cracking products containing polycyclic aromatic hydrocarbons may be found.)
17	Dangerous goods handled at the facility (loads other than IMDG Code, among the cargo types in Article 16, will be written separately. Additional cargo request will be sent to the port authority with Annex-1 form. It will be added to TYER when appropriate)	MARPOL ANNEX 1 / 2
18	Classes for cargo handled, subject to IMDG Code	Packaged cargo is not handled in our port facility, the IMDG classes of the bulk dangerous cargo in question belong to Class 3.
19	Groups in characteristic table for handled cargo subject to IMSBC Code	-
20	Types of ships that can approach the facility	Petroleum Tankers Max DWT: 60.000 Full length: Land from the stern - Suitable for ship length Max Draft: 12,00 m

21	Distance of the facility to the main road (kilometers)	1 km.	
22	The distance of the facility to the railway (kilometers) or the railway connection (Yes/No)	1 km. – No connections	
23	Name of the nearest airport and its distance from the facility (kilometers)	85 km (Adnan Menderes Airport)	
24	Name of the nearest airport and its distance from the facility (kilometers)	3.000.000 tonnes /year	
25	Whether scrap handling is done at the facility	No	
26	Is there a border gate? (Yes No)	No	
27	Is there a customs gate? (Yes No)	Yes	
28	Cargo handling equipment and capacities	Oil tanks, pumps, pipelines and hoses	
29	Storage tank capacity (m^3)	Fuel 205.064 m^3 (EPDK)	
30	Open storage area (m2)	None	
31	Semi-closed storage area (m2)	None	
32	Closed storage area (m2)	None	
33	Determined fumigation and/or de-fumigation area (m2)	None	
34	Name/title contact details of pilotage and tugboat services provider	UZMAR – Uzmanlar Denizcilik Tic. San. Ltd. Şti.	
35	Has a Security Plan been created? (Yes No)	Yes	
36	Waste Reception Facility capacity (This section will be arranged separately according to the wastes accepted by the facility)	Waste Type	Capacity (m^3)

		Slope Sludge Sintine Water Poisonous Liquid Substance Waste Water Garbage Waste Oil	5000 m³ 25 m³ 50 m³ -- m³ 50 m³ 5 m³ 0,6 m3
37	Dock/pier etc. properties of fields		

Dock / Pier No	Height (meter)	En (metre)	Max. Sea depth	Min. Sea Depth	Largest Ship Tonnage and Length DWT/GRET/Meter
Dock No.1 (west)	210 m.	40 m.	20 m (stern-to)	12,6 m	60.000 DWT
Dock No.2 (north)	210 m.	90 m.	12,2 m	7,5 m (Petkim side)	7.000 DWT
Dock No.3 (south)	210 m.	30 m.	13 m	12 m (Nemport side)	140 DWT

1.2 Loading/Unloading, Handling and Storage Procedures For Dangerous Cargoes Handled And Temporarily Stored At The Port Facility

Our facility handles Class 3 UN 1202, UN 1203 and UN 1863 within the scope of MARPOL and IMDG Code.

The following issues will be fulfilled in terms of the safety of the coastal facility, employees and ships in the coastal facility in matters such as handling of dangerous goods coming to the coastal facility, keeping them temporarily at the coastal facility, stacking and sorting, and storage.

A coordination meeting will be held at least 1 day before the dangerous goods are accepted to the coastal facility and the participation of Operation, Site planning, HSE, TMGD and other relevant persons will be ensured at this meeting. (The decision to hold this meeting for the routinely handled dangerous goods accepted to the port can be made by the Operation or HSE / DGSA)

At the coordination meeting; Regarding the Dangerous cargo/s to be accepted to the port;

1. Risk arising from dangerous cargo
2. Interaction with Dangerous cargoes present in the coastal facility,
3. Interaction with the cargoes planned to be accepted to the coastal facility in the near future,
4. Stacking conditions
5. Separation conditions

6. Material and equipment needs in terms of Emergency Response
7. Adequacy of Emergency Response teams
8. Interaction with/from neighboring facilities

If a decision is made to accept the dangerous cargo at the meeting, the preparation and acceptance process is initiated by informing the management, operation, storage, security and emergency response units.

In case of the need to inform the Regional Port Authority during the admission to the coastal facility, the situation is notified to the Regional Port Authority in writing, together with the reasons.

1.3 Operational Procedures for Safe Handling of Dangerous Liquid Bulk Cargoes

Aim:

To ensure that the principles regarding the following processes carried out at the STAD_Aliağa Facility are defined;

- ➢ All kinds of fuel transportation by sea from refineries and foreign ports
- ➢ What to do before and during the arrival of the ships to the facility
- ➢ Loading and unloading of ships
- ➢ What to do before and during the departure of the ships from the facility
- ➢ Audit and review of related processes

Scope:
All ships coming to STAD_Aliağa Facility, loading and unloading processes

It covers what needs to be done for management.

Responsibles
• Terminals Manager with External Customer Connection; It is responsible for carrying out the duties and responsibilities specified in this instruction, putting this instruction into effect and ensuring that actions are taken according to this instruction.
• Tank Farm Operations Lead Engineer; carrying out the duties and responsibilities specified in this instruction,
In all functions of STAD_Aliağa, it is responsible for the technical management and coordination of the implementation of the requirements of SAFE and STAD_Aliağa OHS-E Management System, ensuring its continuity, filing / archiving / preservation and development of records.
• Tank Farm Operations Chief Engineer; It is responsible for the execution of the duties and responsibilities specified in this instruction, the execution, updating and supervision of this instruction.
• Shift Chief; is responsible for the execution of the duties and responsibilities specified in this instruction.

• Console Operator; responsible for the execution of the duties and responsibilities specified in this instruction.
• Field Operator; is responsible for the execution of the duties and responsibilities specified in this instruction.

Application:

Refusal of the Ship to the Pier and Removal from the Pier

• In case the ships coming to the terminal pose a danger to the terminal, and/or if any of the following items or more of them occur at the same time, the ship should not be docked at the Terminal pier. If the ship has berthed before, it should be moved away from the terminal pier.
• STAD Aliağa Facility has the right to stop ship operations or reject the ship for the following reasons;

➢ Failure of Stability of the Ship during the Loading or Discharging Operation; During the cargo operation of the ship, in case of deterioration of the balance of the ship (overlying to starboard or port) due to the free surface effect, a structural error or an operational error, all operations should be stopped and the operation should be resumed after the ship is stabilized again. In the continuation of the operation, if the ship continues to lie down, all operations should be stopped, the problem should be resolved, and if the problem cannot be resolved, the ship should be asked to leave the STAD Aliağa Facility pier.

➢ Non-Compliance with ISGOTT Rules: In dangerous situations that may arise as a result of non-compliance with ISGOTT rules while the ship is moored, the operation should be stopped immediately and if no corrective action is taken, the ship should be asked to leave the STAD Aliağa Facility pier.

➢ Structural Deficiencies of the Ship: In case of machine, generator or pump malfunctions that will prevent the ship from moving on its own or restrict safe operation, it should be expected that the malfunction will be resolved. In cases where the fault cannot be fixed in a short time or repair is not possible, the ship should be requested to leave the STAD Aliağa Facility pier.

➢ Deficiencies that may be covered by ISPS; Until the security weakness caused by the ship not being within the scope of the ISPS code or being unable to fulfill the ISPS requirements is eliminated, it should be waited, if the deficiencies are not remedied, the ship should be asked to leave the STAD_Aliağa Facility pier.

➢ Non-Compliance with the Rules and Continuing in This Way: In case of non-compliance with the rules and articles in the SBU-TRA-LST-0001 Ship Shore Safety Check List, the ship should be warned first.
In case of continuing non-compliance with the rules, the operation should be stopped immediately and the ship should be asked to leave the STAD Aliağa Facility pier.

➢ Inert Gas System Not Working: Within the framework of ISGOTT rules, ships equipped with inert gas system should ensure that IGS systems are in working condition, that the oxygen level in the tanks is 8% and below, and that the tanks are kept under minimum positive pressure. When the IGS system does not work effectively, the operation should be stopped and the system should be expected to be operational. If the system cannot be restarted, the ship should be requested to leave the STAD Aliağa Facility pier.

Things To Do By Ship Before Loading

• It should notify the agency and STAD Aliağa Facility of its ETA (48-24-12) hours in advance, instead of loading.
• It should prepare its tanks and load circuits in accordance with the type and quality of the product to be loaded.

Things to be Done by STAD Aliağa Facility Before Installation

• It should be ensured that the product to be loaded is ready when the ship arrives at the facility.
• Necessary measures should be taken to get the ship to the loading point on time.
• Before starting the loading, the supervisor of the inspection company, together with the STAD Aliağa Facility officer, must provide the following information and record it in the ship's load report;
➢ Water measure in the tank, if any
➢ Fuel gauge in the tank, if any
➢ Tank temperature
➢ Hydrometer density
➢ The density of the fuel in the tank at 15oC
➢ For white products, the amount in net m3
• Two bottles of blank samples should be taken from the shore tank loaded, sealed and labeled. The type of fuel, the number of the loaded tank, the date and the ship it was loaded on should be stated on the label, and it should be signed by the official of the STAD_Aliağa Facility and the inspection company. One of these samples should be kept in the facility where the loading is made. The other sample should be delivered to the ship's authority to be taken to the discharge port.

Things to Do Before Installation

• Cargo Operation Preparation Meeting: Before the start of loading, ship officials, coast officials and if any, supervisory company officer and cargo survey officer should come together and agree on the conditions under which the loading will take place. During this meeting, the following issues should be discussed and agreed upon;
➢ List of people who will take part in the installation
➢ Task distribution
➢ Load plan
➢ If there is more than one product, the order of loading
➢ SBU-TRA-LST-0001 Ship Shore Safety Check List requirements
➢ Loading pressure and amount of product to be loaded per hour
➢ Beach and facility communication conditions
➢ All kinds of operations that the loading operation may require

• In this meeting, SBU-TRA-FRM-0014 Loading Protocol and a preparatory letter signed by the ship's authority should be given to the Facility officer.
• All tanks of the ship should be checked and determined to be ready for loading. Before loading, all tanks of the ship should be empty, drained, dry and there should not be any

substance or residue in the tank that would impair the quality of the product to be loaded. The Empty Tank Certificate, which determines these issues, should be issued by the STAD Aliağa Facility authority, the surveillance company, if any, the cargo survey officer and the ship captain, and should be signed after the name and title are specified.
• Before loading, the amount of fuel in the tanks should be determined by STAD Aliağa, the supervisory company official and the ship authorities.
• A loading protocol should be prepared with the ship's captain, taking into account the load and trim status of the ship, the facility and tank facilities of the coast.

Actions to be taken in STAD Aliağa during and after installation

• No product purchase, sale or transfer is made to the tank or tanks loaded to the ship until the ship loading is completed and an agreement is made. Except for the one loaded on the ship, no fuel output should be allowed and it should be controlled during the loading process. In special cases, in case of transferring or fueling from the loaded tank during loading, the reason for this situation should be explained and recorded and the fuel determined according to the dimensions of the ship should be accepted as the basis for the loading. In this case, the value found by applying the VEF figure, which will be calculated according to the last ten voyages of the ship, should be taken as a basis in the loading document to be arranged according to the ship's dimensions.
• At the end of the loading, as at the opening, the water measure, fuel measure and tank temperature in the tank loaded to the ship should be determined and the determination of the product remaining in the tank, in net m3 of white product, should be recorded in the load report. SBU-TRA-FRM-0036 Cargo Report Document
• After the purchase of the product, the amount determined in the tank should be compared with the amount determined on the ship, and an agreement should be reached. When reconciling more than one product loading, the amount of cargo determined on the ship according to the fuel type should be compared with the amount recorded in the cargo report. If there is a difference in this comparison, the reason for the difference should be investigated. If the difference is due to the product mix, the comparison should be made this time over the total amount of fuel, provided that the product qualities are not deteriorated.
• In this comparison to be made over the total quantities, the experience factor (Loadship quantity / Loading unit quantity = VEF) value of the last 10 voyages of the vessel should be taken into account. At the end of loading, if there is no difference of more than 0.1% between the quantities of the VEF applied ship and the bill of lading, an agreement should be accepted. If there is a difference of more than 0.1%, the Master of the Ship and the survey officer of the assigned surveillance company, if any, together with the officials of STAD_ Aliağa, should take the necessary attempts to investigate and eliminate the difference. If the difference cannot be fixed, the situation
It should be clearly stated on the documents along with the reason.
• During loading, after the manifold sample is taken, the valves of the ship's cargo tanks reserved for each product type are opened in order to keep the level, and when the load sounder in the tanks reaches around 30-50 cm, the loading is stopped and the first leg sample is taken from the tanks in question. should be taken. After measuring the sample taken and confirming that the product has the desired properties, loading should be continued. If it is determined that the product does not meet the desired features, the installation should be

stopped completely. STAD Aliağa Facility should be informed about the subject immediately.

What To Do On Board And After Loading

• After loading, the following information should be obtained for all tanks of the ship;
  - ➢ Ullage size,
  - ➢ The amount of water,
  - ➢ In-tank temperature,
  - ➢ Aggregate sample

• Separate samples should be taken from all tanks (tank by tank). Based on these measurements, the bill of lading density and the amount of product in all tanks should be calculated in m3 for white product. Ship loading ullage size should be removed
• Necessary quality control tests should be carried out according to the product type by taking aggregate samples from all loaded tanks by the supervision.
• After these operations, the manhole covers of the ship, the valves of the tanks in the pump room and the kinist valves should be sealed. (Responsible: 3rd party company official or authorized surveillance firm official)
• In addition to the above-mentioned procedures, the amount of fuel in the bunkering tanks should be determined and a bunkering report should be prepared by the STAD Aliağa Facility surveillance firm and ship officials before the ship takes off. (Surveillance Firm)

Procedures to be Taken on the Beach before and during Evacuation

• According to the type of fuel to be discharged, the relevant tank must be prepared for discharge in order to continue the discharge, as agreed with the vessel.
• In the tank where the fuel will be taken, a determination should be made in accordance with the relevant procedures, the fuel, water level, tank temperature, hydrometer temperature and density should be determined, and their values should be recorded in the SBU-TRA-FRM-0019 Discharging Protocol, and the tank size should be found in net m3 in the white product before discharge. After the completion of the procedures, it should be ensured that the ship begins to evacuate.
• Following the start of pumping, the fuel pumped should be checked from the sample tap on the line on the beach. After this control, the fuel is taken to the relevant tank.
• During product purchase by pipeline, 1 minute after the product of the relevant batch reaches the sample point, in the middle of the transfer, 5 minutes before the end of the transfer, and if there is a different batch printing, a sample should be taken for control analysis at the time each batch sample reaches the sample point, density. and conductivity control.
• If the capacity of the tank where the fuel is taken from is critical according to the amount of product, a personnel assigned to the shore is removed from the tank at appropriate intervals and the level of the fuel in the tank is checked.

Actions to be Taken on Board After Discharge

• It should be checked that the ship's tanks are completely emptied and drained by the ship's officer and the ship's official of the STAD Aliağa Facility. If it is determined that the fuel is

completely drained, an empty tank certificate should be issued and signed by the representative of the surveillance company, the ship and the STAD Aliağa official.
• If, for any reason, unfiltered fuel remains in the ship's tanks, the amount should be determined and the necessary information should be recorded in the relevant places of the empty tank certificate. Minutes should be drawn up and protests should be organized by the surveillance and shore authority.
• If the ship's cargo belongs to two different units, the ship's captain is responsible for the discharge to the shore of the amount recorded in the first discharge port load report. The fuel belonging to the other unit remaining on the ship should be determined with the ship measurement report and the ship measurement report should be issued.
• After the evacuation process, the fuel amounts in the bunkering tanks of the ship should be determined and a bunker determination report should be prepared.

Actions to be Taken on the Beach After Evacuation

• A stage 2 analysis report should be prepared by taking samples from the tank or tanks where fuel is taken.
• After evacuation, measurements should be taken in fuel tanks and the values found should be recorded in the STAD_Aliağa Ship Measurement Report Form. The amount of fuel in the tank after discharge should be calculated as net m3 of white product. The amount found by deducting the amount in the tank before discharge from the determined amount should be compared with the amount in the load report

2. RESPONSIBILITIES

2.1 General

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

- They are obliged to take all necessary measures to make the transportation safe, secure and harmless to the environment, to prevent accidents and to reduce the damage as much as possible when an accident occurs.
- In emergencies such as fire, leakage, spillage that occur during the transportation of dangerous goods, they benefit from the EmS Guide, which includes Emergency Response Methods and Emergency Schedules for Ships Carrying Dangerous Goods.
- They benefit from the Medical First Aid Guide (MFAG) in the IMDG Code annex in order to provide the necessary medical first aid for the people affected by the damages of the dangerous goods and the health problems caused by the accidents involving these cargoes.

2.2 Responsibilities of The Relevant Person of Cargoes

Responsibilities of the Relevant Person of Cargoes are as follows

- To prepare and has all mandatory documents, information and documents related to dangerous cargoes prepared and ensures that these documents are present with the cargo during the transportation activity.
- To provide classification, definition, packaging, marking, labeling and placarding of dangerous cargoes, in accordance with the legislation, if possible, according to their type.
- To ensure that dangerous cargoes are safely loaded, stacked, securely fastened, transported and unloaded to the packaging and cargo transport unit, whichever is possible, in accordance with the approved and rules, according to the type of load

2.3 Responsibilities of The Port Facility Operator

- Responsibilities of the Port facility operator are as follows:
- Not to berth the ships carrying dangerous cargoes without the permission of the regional port authority
- To provide written information within the scope of facility rules, cargo handling rules and relevant legislation to the ship that will dock at its facility.
- Not to handle dangerous cargoes for which it has not received a handling permit from the administration, and not to make the ships that will berth suffer by planning in this context.
- To request mandatory documents, information and documents related to dangerous cargoes from the person concerned and ensures that they are included with the cargo. In case the relevant documents, information and documents cannot be provided by the cargo person, it is not obliged to accept or handle the dangerous cargo at its facility.
- To carry out the loading or unloading operation according to the agreement to be reached by sharing all the data that may be required according to the characteristics of the cargo with the ship's person. The ship does not make any changes in the operation without the knowledge of the person concerned.
- To determine the working limits by taking into account the safe working capacity of the facility and the weather forecasts, and takes the necessary measures to ensure that the ship is safely moored at the pier and handling.
- To control the transport documents containing information that the dangerous cargoes coming to the facility are classified, packaged, marked, labeled, plated and loaded safely to the cargo transport unit.
- To ensure that the personnel involved in the handling of dangerous cargoes and the planning of this handling are certified by receiving the necessary training, and does not assign the personnel without documents to these operations.
- To ensure that the dangerous cargoes handling equipment in its facility is in working condition and that the relevant personnel are trained and documented on the use of these equipment.
- To ensure that the personnel use personal protective equipment suitable for the physical and chemical properties of the dangerous cargo by taking occupational safety measures at the Port facility.
- To perform activities related to dangerous cargoes at piers, piers and warehouses established in accordance with these works.

- To equip the piers and piers reserved for ships that will load or unload dangerous liquid bulk cargoes with appropriate installations and equipment for this work.
- To keep the updated list of all dangerous cargoes in the closed and open areas of the ships berthed at its facility and gives this information to the relevant parties upon request.
- To notify the port authority of the instant risk posed by the dangerous cargoes that it handles or temporarily stores in its facility and the measures it takes for it.
- To notify the port authority of the accidents related to dangerous cargoes, including the accidents at the entrance to closed areas.
- To provide the necessary support and cooperation in the controls and inspections carried out by the Administration and the port authority.
- To take fire, environment and other safety measures in accordance with the class of dangerous cargo in the temporary warehouses and storage area in accordance with the separation and stacking rules of the cargo transport units where dangerous cargoes are transported. It keeps fire extinguishing systems and first aid units ready for use at any time in the areas where dangerous cargoes are handled and makes the necessary controls periodically.
- To get permission from the regional port authority before the hot working works and operations to be carried out in the areas where dangerous cargoes are handled and temporarily stored.
- To prepare an emergency evacuation plan for the evacuation of ships from Port facilities in case of emergency and submits it to the port authority and informs the relevant people about the plan approved by the regional port authority
- To ensure the internal loading of the cargo transport units in accordance with the loading safety rules in its facility.

2.4 Responsibilities of The Ship's Contact Person

Responsibilities of ship owners are as follows:

- To ensure that the cargo to be carried by the vessel is certified as suitable for transportation and that the cargo holds, cargo tanks and cargo handling equipment are suitable for cargo transportation.
- To request all mandatory documents, information and documents related to dangerous cargoes from the cargo person and ensures that they are present with the cargo during the transportation activity.
- To ensure that the documents, information and documents required to be found on the ship regarding dangerous cargoes within the scope of legislation and international conventions are appropriate and up-to-date.
- To control the transport documents containing information that the cargo transport units loaded on the ship are appropriately marked, plated and loaded safely.
- To inform the relevant ship personnel on the risks of dangerous cargoes, safety procedures, safety and emergency measures, response methods and similar issues.

- To keep up-to-date lists of all dangerous cargoes on board and declares them to the relevant parties upon request.
- To ensure that the loading program, if any, is approved and documented and kept in working condition.
- To notify the port authority and the Port facility about the instant risk posed by the dangerous cargoes on the ship berthing to the Port facility and the measures taken for it.
- In case of leakage in the dangerous cargo or if such a possibility exists, it does not accept the dangerous cargo to be carried.
- To notify the port authority of the dangerous cargo accidents that occur on his ship while navigating or at the Port facility.
- To provide the necessary support and cooperation in the controls and inspections carried out by the Administration and the regional port authority
- To do not accept to carry dangerous cargoes that are not included in the ship certificates issued by the relevant institutions and organizations.
- To ensure that the people of the ship involved in the handling of dangerous cargoes use personal protective equipment suitable for the physical and chemical properties of the cargo.
- To provide the requirements regarding the loading safety of the loads on the ships

2.5 Dangerous Goods Safety Advisor' Responsibilities

- As stated in the article 10.2.

2.6 Responsibilities of the Carrier

Responsibilities of The carrier are as follows:

- To prepare and has the mandatory documents, information and documents related to dangerous cargoes prepared and ensures that these documents are present with the cargo during the transportation activity.
- To provide classification, packaging, marking, labeling and placarding of dangerous cargoes in accordance with their type.
- To ensure that dangerous cargoes are loaded, stacked and securely fastened to approved packaging and cargo transport units in accordance with the rules and safely.

3. RULES AND MEASURES TO BE FOLLOWED & APPLIED BY THE PORT FACILITY

3.1 The precautions and rules to be followed and applied in the port facility are given below

Coastal facility operators with Dangerous Goods Conformity Certificate shall comply with the following rules.

- If the dangerous goods cannot be stored in the area where they are unloaded at the pier or quay, the coastal facility operators ensure that these materials are transported out of the coastal facility as soon as possible without waiting in the port area.
- Coastal facility personnel, seafarers and other authorized persons in charge of dangerous cargo handling wear protective clothing suitable for the physical and chemical properties of the cargo during loading, unloading and storage.
- Persons who will fight fire at the dangerous cargo handling area are equipped with firefighter equipment and keep fire extinguishers, first aid units and equipment ready for use at any time.
- Coastal facility operators prepare an emergency evacuation plan for the evacuation of ships and marine vehicles from coastal facilities in case of emergency and submit it to the Regional Port Authority for approval.
- Coastal facility operators are obliged to take fire, safety and security measures.
- Coastal facility operators have the issues specified in this article approved by the Regional Port Authority and announce them to the relevant parties.
- According to the Regulation on Training and Authorization in the Scope of the International Code for Dangerous Goods Transported by Sea, personnel who do not have the necessary training and certificates are not allowed to work in dangerous goods handling operations and to enter the areas where these operations are carried out.

3.1.1 Actions to be taken if it is not possible to store dangerous goods in the area where they are unloaded at the pier/dock

All of the dangerous goods coming to our shore facility are stored in the existing tanks.

In addition, packaged dangerous goods coming by road are stored in open and closed storage areas.

Dangerous goods that will be transported outside the coastal facility as soon as possible without waiting in our coastal facility are not handled..

3.1.2 Protective clothing used by coastal facility personnel, seafarers and other authorized persons in charge of dangerous cargo handling during loading, unloading and storage

Persons dealing with dangerous goods wear the following protective equipment during loading, unloading and storage.

PPE	INFO	AIM	MAINTENANCE
GLASSES			
EN 166	Protective Goggle	To prevent metal burrs and chemical substances from coming into contact with the eyes	It should not be scratched or rubbed with hard objects. It is wiped with a soft cloth..
EN 175	Welding Goggle	To prevent damage to the eyesight caused by welding rays	
SAFETY HAT			
EN 397	Plastic narrow sided	To Protect the head against impact	The crack should not be broken, the part that fits on the head should pass through the connection sockets at 6 points. It can be cleaned with warm water and soap..
EAR PLUGS			
EN 352-2	Ear Plugs	To protect against excessive noise	It should be kept clean, renewed as it gets dirty, and the sponge and frame should be solid.
EN 352-3	Pilot type ear plugs	To protect against excessive noise	
GLOVES			
EN 374	Gloves used in chemical work	To Prevent fuel, oil and other chemicals from coming into contact with the skin.	There should be no holes or tears. It is cleaned with a soft cloth.
EN 388	Antistatic-mechanical work gloves		
EN 420	General purpose gloves	To Prevent fuel, oil and other chemicals from coming into contact with the skin.	
EN 60903	Live electrical work	To prevent injuries from touch voltage	
MASKS			
EN 136/ EN 137	Full face masks The filter is replaced. Air fed full face masks	To protect the respiratory tract and face of the person against unwanted harmful gases in the environment	Masks should be properly checked before each use. Filters are changed as they become full, depending on usage. A new filter should be installed when an odor or burning sensation is felt during use. After use, the masks should be cleaned and placed in nylon bags and stored in the cupboard. The air quality of the air-fed masks should be
EN 140	Half face masks (Filter replaced)	To protect the respiratory tract of the person against unwanted harmful gases in the environment	
EN 149 (3M9914)	Dust masks	Protecting the respiratory tract against dust in the environment	

EN 403	Escape Masks	To reach the safe area in an emergency	checked. The tubes of those with tubes should be checked periodically.
EN 175	Full face shield in live electrical work	To prevent injuries from touch voltage and arcs	
SAFETY BELT			
EN 361	parachute type	Protect against falls from height	All ports must be intact. When ropes are worn, they should be replaced immediately.
SHOES			
EN 345	Safety shoes (Antistatic, non-slip, steel toe)	It protects the foot against slipping, sprains and crushing.	The nose steel should be solid. It can be cleaned with warm water and painted.
OVERALLS			
EN 340	Work Wear / Apron	Providing appropriate clothing for workplace conditions	Work clothes are kept in the lockers available in the locker rooms. When they need to be washed, they should be washed separately from all other clothes and items and dried. It should be ensured that the waste water that will come out during washing goes directly to the sewer without contaminating the surroundings.
EN 14605	Overalls against chemicals	To ensure that the harmful wastes that will contaminate the top at the entrance to the tank are disposed of without harming the person and the environment.	It is not maintained and cleaned, it is evaluated within the scope of waste procedure after use.

4. CLASSIFICATION OF DANGEROUS CARGOES, TRANSPORTATION, LOADING/UNLOADING, HANDLING, SEGREGATION, STACKING AND STORING

4.1 Classification of dangerous cargoes

Class 3 dangerous goods are handled in our facility.

As explained in IMDG Code Volume 1 Chapter 2, Dangerous cargo Classes and Subdivisions are as follows:

IMDG Code	Danger	Hazard Class Name
Chapter 2.0		General
Chapter 2.1	**Class 1**	Explosives
Chapter 2.2	**Class 2**	Gases
Chapter 2.3	**Class 3**	Flammable Liquids
Chapter 2.4	**Class 4.1**	Flammable Solids
	Class 4.2	Self-Combusting Solid Materials
	Class 4.3	Solid Substances that Emit Flammable Gases in Contact with Water
Chapter 2.5	**Class 5.1**	Oxidizing Substances
	Class 5.2	Organic Peroxides
Chapter 2.6	**Class 6.1**	Poisonous (Toxic) Substances
	Class 6.2	Infectious Substances
Chapter 2.7	**Class 7**	Radioactive Substances
Chapter 2.8	**Class 8**	Corrosive Substances
Chapter 2.9	**Class 9**	Different Dangerous cargo and Objects and Environmentally Harmful Substances

4.2 Packages of dangerous cargoes

Dangerous goods packaging and packaging processes are not applied at the terminal.

4.3 Placards, plates, brands and labels for dangerous cargoes

In addition to the IMDG code Part 5, the dangerous goods at the Terminal are stored in vertical cylindrical fuel tanks, and there are labels on the dangerous goods stored on the tank surface where everyone can see them. There are NFPA 704 marking squares and explanations showing the Product Hazard class.

Health (Blue)		Flammability (Red)	
0	There is no health hazard. No precautions are required. (Ex. Water)	0	There is no health hazard. No precautions are required. (Ex. Water)
1	Slight irritation on contact. (Ex. Acetone)	1	Slight irritation on contact. (Ex. Acetone)
2	Temporary incapacitation (insufficiency) in intense or continuous contact or possible residual diseases. (Ex. Diethyl ether)	2	Temporary incapacitation (insufficiency) in intense or continuous contact or possible residual diseases. (Ex. Diethyl ether)
3	Severe persistent or moderate residual disease in short contact. (Ex. Chlorine)	3	Severe persistent or moderate residual disease in short contact. (Ex. Chlorine)
4	Death or heavy residue on very short contact diseases. (Ex. Phosphine, sarin, carbon monoxide)	4	Death or heavy residue on very short contact diseases. (Ex. Phosphine, sarin, carbon monoxide)
Instability / Reactivity (Yellow)		Custom (White)	
0	Even if it is exposed to fire, it does not enter into a chemical reaction. It does not react in contact with water. (Ex. Helium)	0	Even if it is exposed to fire, it does not enter into a chemical reaction. It does not react in contact with water. (Ex. Helium)
1	It is stable under normal conditions and can react at high temperature and pressure. (Ex. Propane)	1	It is stable under normal conditions and can react at high temperature and pressure. (Ex. Propane)
2	It undergoes a drastic chemical change at high temperature and pressure.Reacts violently with water or forms an explosive mixture.(Ex.White phosphorus, potassium, sodium)	2	It undergoes a drastic chemical change at high temperature and pressure.Reacts violently with water or forms an explosive mixture.(Ex.White phosphorus, potassium, sodium)
3	It may explode as a result of high temperature and may decompose with explosion.Explosion occurs as a result of reaction with water or shaking.(Ex. Ammonium nitrate)	3	It may explode as a result of high temperature and may decompose with explosion.Explosion occurs as a result of reaction with water or shaking.(Ex. Ammonium nitrate)
4	May explode under normal temperature and pressure and can be explosively dissolved. (Ex. Nitroglycerin, trinitrotoluene)	4	May explode under normal temperature and pressure and can be explosively dissolved. (Ex. Nitroglycerin, trinitrotoluene)

Notes

[Note 1] Flash point above 93°C

[Note 2] Flash point 38°C to 93°C

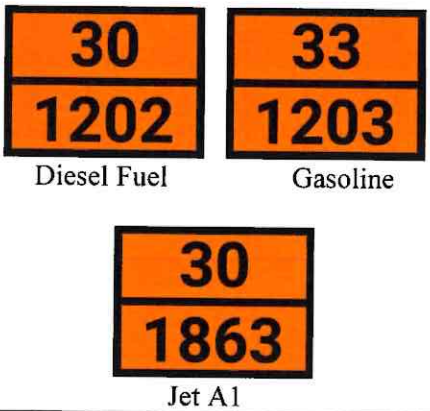
[Note 3] Flash point less than 23°C and boiling point more than 37°C or flash point between 23°C and 37°C

[Note 4] Flash point less than 23°C

[Note 5] Limited to nitrogen, helium, neon, argon, krypton, xenon.

Dangerous goods stored in vertical cylindrical additive tanks on filling islands are injected and loaded onto land tankers during fuel loading. The design and conformity of hazard warning signs and signs and orange colored plates are controlled within the scope of ADR legislation. In addition, the Chemical Substance Purchase, Use, Storage and Safety Information instruction is used.

DANGER WARNING PLATES AND SIGNS AND ORANGE PLATES



Diesel Fuel — Gasoline

Jet A1

ORANGE PLATE

There must be 2 Orange Color Plates on the front and rear of the vehicle.

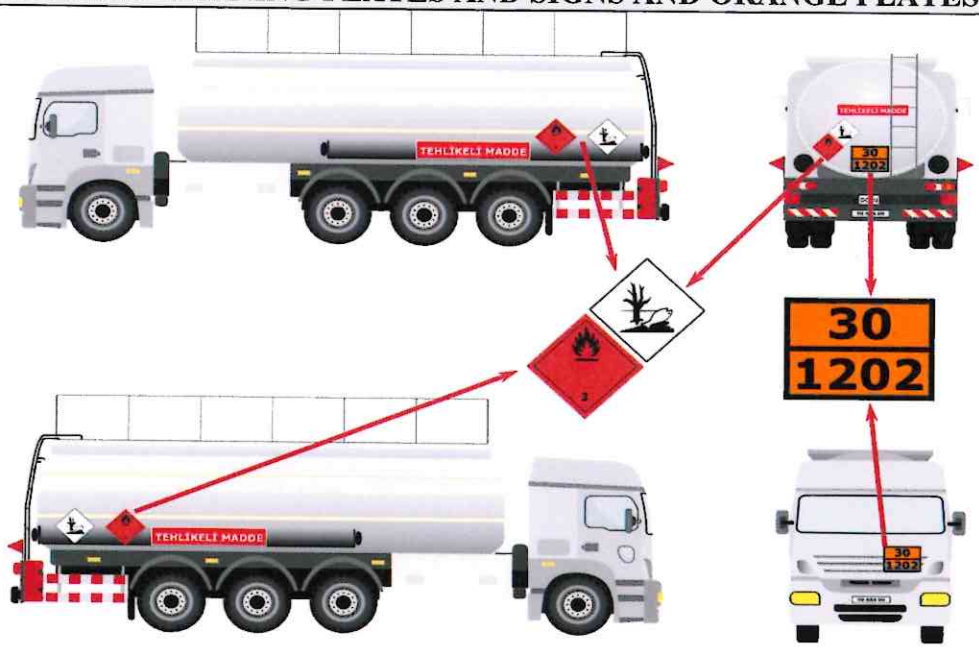
The hazard identification number and UN numbers must be adjusted according to the substance to be loaded into the transport unit. If Diesel Fuel and Gasoline are in separate compartments in the same transport unit, the Hazard Identification Number and Un Number of the Gasoline must be on the Orange Color Plate.

The hazard identification number and the UN number on the orange plate must be indelible and legible even after a 15-minute swirl of fire.

ENVIRONMENTALLY HAZARDOUS SUBSTANCE SIGN

If the dangerous cargo is dangerous for the environment, there should be a total of 3 Environmentally Hazardous Substance Signs on the left, right and rear of the vehicle. The Environmentally Hazardous Bullet Mark must have a minimum size of 250 mm x 250 mm.

DANGER WARNING PLATES AND SIGNS AND ORANGE PLATES



4.4 Labels and packing groups of dangerous cargoes

For hazardous loads, there are Packaging Groups (PG) specified in IMDG CODE Section 3.2. These groups and circulation are abbreviated:

PACKİNG GROUPS	CLASSİFİCATİON CRİTERİA
I	Yüksek Derecede Tehlike
II	Orta Derecede Tehlike
III	Düşük Derecede Tehlike

The risks presented by dangerous cargoes in maritime transport are associated with their packaging, so the packaging must be safe, well designed, manufactured and in good condition. Injuries are unlikely due to this load, but if the load is damaged it is possible to release hazardous materials or their vapors.

Packages/containers must comply with the following requirements:

- It should not be affected by the load it carries.
- It must be strong enough to withstand the rough handling and risks associated with sea shipping.
- It must be able to withstand rain, wind and sea water.
- It should be usable and sufficient for the loads they carry.
- It must be in good condition.
- It must be properly branded, labeled and marked.

UN Packaging and Approval Mark

Most packages are also required to bear the UN packaging approval mark, confirming that the packaging has been tested and certified in accordance with relevant United Nations performance standards.

4.4.1 Labels of Dangoerus Cargoes to be handled

Cargo	Class (UN)	Shipping Name	Packaging Group	Label
Benzin	**1203**	**GASOLINE**		
Diesel Fuel	**1202**	**Diesel**		

Jet A-1	**1863**	**JET FUEL**		

4.4.2 Ambalajlama Grupları

For packaging purposes, dangerous cargoes belonging to all classes except classes 1, 2, 6.2 and 7 are divided into three "packaging groups" (PG) according to the degree of danger they represent:

- o Packing Group I – High level of danger
- o Packing Group II – Medium hazard level
- o Packing Group III – Low hazard level

However, there is no packing group for self-reactive substances in Classes 1, 2, 5.2, 6.2, 7 and 4.1, and there is no PG I for Class 9.

4.5 Segregation tables on the ship and in the port according to the classes of dangerous cargoes.

Since Dangerous cargo/cargoes at the terminal are stored in tanks there is no need to use segregariton tables stated in IMDG Code 7.2

4.6 4.6 Separation Distances and Separation Terms of Dangerous Cargoes in Warehouse Storage

Since the ships docking at the terminal handle bulk liquid hazardous cargo, separation distances and terms are not used.

5. HANDBOOK ON DANGEROUS CARGOES HANDLED ON THE PORT FACILITY

The Port Facility, which carries out dangerous cargo loading/unloading, handling and temporary storage activities, creates a pocket-sized Dangerous Cargoes Handbook containing the following information in order to contribute to the safe performance of the said activities:

- Dangerous Cargo Classes,
- Packages of Dangerous Cargoes,
- Packaging,
- Labels,
- Signs And Packing Groups,
- Separation Tables on Ship and in Port According to Classes of Dangerous Cargoes,

- Dangerous Cargoes Emergency Response Action Flow Chart
- Emergency Contact Information
- Locations of Emergency Equipment and Instructions for Use
- Port Facility Rules and Subjects

The handbook mentioned in this article can be found in Annex-10.

6. PROCEDURES FOR OPERATION

6.1 Procedures for safe berthing, mooring, loading/unloading, sheltering or anchoring of ships carrying dangerous cargoes day and night

SOCAR TURKEY AKARYAKIT DEPOLAMA A.Ş. ALİAĞA BRANCH is working with UZMAR-Uzmanlar Denizcilik Tic. San. Ltd. Sti or Petkim Guide or Tüpraş. In imported ships, the ships are allowed to berth after the permission of the Regional Port Authority and the compliance of other relevant institutions. In ships carrying products, ships are berthed to the pier with the permission of the Regional Port Authority and the approval of the Customs Directorate..

In operations such as safe berthing, connecting, loading and unloading of ships, ship requirements are specified in the ship compliance system procedure, and compliance is given by being checked by our facility.

6.2 Procedures for additional measures to be taken according to seasonal conditions for loading and unloading of dangerous cargoes

Ships arriving at the terminal can berth to 3 sides (west, north, south) of the pier, depending on availability, ships can berth from the stern to the land or abode. The berthing of the ships that will dock from the stern to the land is not done after dark. On days with adverse weather conditions, the Regional Port Authority closes the port to ship traffic if it deems necessary.

Ships arriving at the terminal are berthing and they can berth at our pier in the port, day or night. On days with adverse weather conditions, the Regional Port Authority closes the Port to ship traffic if it deems necessary.

Procedures and instructions for stopping the evacuation, disconnecting the hose connection and leaving the ship from the pier can be accessed through the system.

In case of severe storm warnings, port foremen, technicians and ships are informed.

According to the severity of the storm to come, it is ensured that the ship machinery is always ready for action in the fastest way.

In heavy rainy weather, filling / unloading activities are suspended, taking into account personnel safety.

Loading and unloading operations are suspended in case of storms, sudden strong winds and lightning strikes.

In case the ship under operation leaves the buoy for compelling reasons before the operation is completed, both the Regional Port Authority and the Customs Directorate are informed..

6.3 Procedures for keeping flammable, combustible and explosive loads away from operations which can cause or are likely to sparking and abstaining from operating any tools, apparatus or device which cause or are likely to cause sparking in areas where dangerous cargoes are handled, stowed and stored

Before performing a hot work at the facility, the responsible company officer who will perform the hot work will have a written authorization issued by the port administration to perform this hot work. Such authorization will include details of the hot workplace as well as the safety measures to be followed.

In addition to the security measures required to be taken by the port administration, additional security measures required by the ship and/or interface will be taken, together with the ship and/or interface responsible(s) responsible for the hot work, before starting the hot work.

These additional security measures will include:
Frequency of inspection and re-inspection of local areas and adjacent areas, including testing by approved testing organizations to ensure that areas will remain free and free of flammable and/or explosive atmospheres and that there is no oxygen deficiency;

Removal of dangerous goods and other combustible materials from work areas and adjacent areas. Substances to be removed from the said areas; lime, sludge, sediment and other potentially flammable materials are also included.

Effective protection of combustible building materials (e.g. beams, wood partitions, floors, doors, wall and ceiling coverings) against accidental ignition.

In order to prevent the spread of flames, sparks and hot particles from work areas to adjacent areas or other areas; sealing and sealing open pipes, pipe passages, valves, joints, cavities and open parts.

A copy of the hot work authorization and safety precautions will be posted in the area adjacent to the work area, as well as at the entrance to each work area. Authorization and security measures to be taken will be posted in a place where all employees who will take part in the hot work can see it, and this will be clearly understood by the employees.

While performing hot work,

Controls will be made to ensure that conditions have not changed; And
At least one suitable fire extinguisher or other suitable fire extinguishing equipment shall be available for immediate use in the hot workplace.

Based on the completion of this work during the hot work and for a sufficient period of time after its completion, an effective fire control will be carried out in the hot work area as well as in the adjacent areas where a hazard from heat transfer may occur.

For additional more detailed information and procedures regarding hot works and processes, the document "International Safety Guidelines for Oil Tankers and Terminals (ISGOTT)" shall be consulted. Permission will be granted for the works to be carried out on the facility and dock in accordance with ISGOTT and Work Permit Procedure.

The Port Facility Occupational Safety Procedure will also be applied. Heat treatment is not allowed on the ships berthed to the pier and during the discharge/loading of these ships.

Ex-proof equipment in accordance with the "Zone Map" specified in the "Explosion Protection Document" prepared for our operation is used at the buoys and all other locations in our facility.

SICAK İŞ FORMU

Risk Değerlendirmesi

Sıcak Çalışma Alanı:

Giriş Sınırlamaları:

Sıcak İş nedeni:

Çalışma etkinliği açıklaması:

Muhtemel tutuşturma kaynağı türleri:

☐ Alev (kaynak, lehim, vb) ☐ Kıvılcım veya cüruf (taşlama, kesme, kaynak, vb)

☐ Sıcak Nesne (metal yüzey vb) ☐ Diğer:

Tehlike tanımlama, risk analizi ve kontrol önlemi seçimi:

Sıcak Çalışma İle İlgili Sorumluluk: (Uygun olanı işaretleyiniz)		
☐	Sıcak iş sadece aşağıda ayrıntıları verilen sıcak iş konularında göre taşeron personeli tarafından yapılacaktır. Kişi/Kişiler belirlenmiş ve ayrıntılı çalışma detayları ve daha önce hazırlanıp bu formun sonuna eklenmiştir.	**Dokümanları ekle ve risk değerlendirmesi yapmadan Sıcak İş İznine geç.**
☐	Sıcak iş sadece aşağıda ayrıntıları verilen sıcak iş konularında göre tesis personeli tarafından yapılacaktır.	**Aşağıdaki risk değerlendirmesini tamamla**

Risk Değerlendirme Rehberi

Adım 1 – Sonucunu düşün	Adım 2 – Olasılığı Düşün	Adım 3 – Riski Hesapla
Bu tehlikenin meydana gelebilecek sonuçları nelerdir? Bu tehlike çalışma ile ilgili (aşağıda) en olası sonucu nedir düşünün	Adım 1 de kararlaştırılan tehlike sonucunun meydana gelme olasılığı (aşağıda) nedir.	1. Adım 1. puanı alın ve doğru sütunu seçin. 2. Adım 2. puanı alın ve doğru satırı seçin. 3. İki değerlendirme aşağıda matris üzerinde çapraz risk skoru kullanın Y = YÜKSEK, C = CİDDİ, O = ORTA, D = DÜŞÜK

Aşırı	Birden fazla ölüm veya kalıcı yaralanmalar
Kritik	Tek ölüm yada kalıcı hasar
Büyük	Medikal tedavi veya kayıp zaman yaralanması
Küçük	İlk yardım tedavisi
Önemsiz	Olay veya ramak kala – hiç bir tedavi

Mümkün	Çoğu durumda ortaya çıkması bekleniyor
Olasılıklı	Muhtemelen bir kez olacak
Muhtemel	Olay bir zamanda ortaya çıkabilir
Olası Değil/ Nadir	Olay beklenmiyor sadece istisnai durumlarda ortaya çıkabilir.

Olasılık \ Sonuçlar	Önemsiz	Küçük	Büyük	Kritik	Aşırı
Mümkün	O	C	Y	Y	Y
Olasılıklı	O	O	C	Y	Y
Muhtemel	D	O	O	C	C
Olası Değil / Nadir	D	D	O	O	C

Olasılık \ Sonuçlar	Önemsiz	Küçük	Büyük	Kritik	Aşırı
Mümkün					
Olasılıklı					
Muhtemel					
Olası Değil / Nadir					

Tehlike (İşe ilişkin tehlikeleri listeleyin)	**Kontroller** (Bütün Tehlikelerin yönetmek için kontrolleri liste)	**Kişisel Koruyucu Kıyafetler**	**Sorumlu Kişiler** (Kontrolleri uygulanmasından sorumlular)	**Risk Değerlendirmesi** (Yerinde Kontroller ile: Yüksek, Ciddi, Orta yeya Düşük)
1.				
2.				

Riski Değerlendiren Personel :

İsim: İş Veren: Tarih:

İsim: İş Veren: Tarih:

SICAK İŞ İZNİ

Risk Değerlendirilmesinde açıklanan sıcak iş yöntemi ve konumuna göre, aşağıda ilgili bölümlerde kontrol gereksinimlerini belirlemek

SICAK İŞ VE TUTUŞTURMA KAYNAKLARI KONTROLÜ

Sıcak çalışmalarının bir parçası olarak gerçekleştirilecek sıcak iş ve tutuşturma kaynaklarının kontrollerini belirlemek	EVET	N/A	Kontrol
	☐	☐	Tesis / yüklenici tarafından sağlanan Yangın söndürücüler sıcak çalışma alanı ve hemen bitişiğinde 10 metrede yer almaktadır (sabit konum yangın söndürücüler hariç)
	☐	☐	Yakalama hasırları veya levhalar kıvılcım ve cüruf yakalamak için uygun yerlere konumlandırılmıştır.
	☐	☐	Yanıcı ve parlayıcı malzemelerin sıcak iş alanından temizlemesi gerekmektedir. (burada uygulanabilir sıcak çalışma alanı etrafında 15m alanı düşünün ve aşağıdaki çalışma alanının yüzeylerinde dahil edilmesi gerekir.)
	☐	☐	Kanalizasyonlar, kablo rafları, elektrik kabloları ve diğer ısı / yangına hassas ürünler dikkate alınacaktır. (15 metrelik bir alanda yanmaz battaniye, yakalama levhaları veya mevcut ise onaylı kaplamalar kullanın)
	☐	☐	Yangın hortumu sıcak iş alında kullanıma hazır tutulacaktır
	☐	☐	Bir Yangın gözlemcisi sıcak iş sırasında yangın riskini, kıvılcım, cüruf, sıcak nesneleri devamlı izlemesi ve / veya iş boyunca belli periyodlar için gereklidir. ☐ Tüm İş Boyunca, ve/veya ☐ İş Boyunca Belli Periyodlarda (.....dakikada bir)

Belirli Sıcak İş / Tutuşturma Kaynaklarının Kontrolleri	Evet	N/A	Evet İse Ek Kontrol Ayrıntıları Belirtilecektir
Sıcak iş esnasında izolasyon yapılması gereken bitişik alanlarda alınması gerekli önlemler (boru, tank, basınçlı kaplar gibi)	☐	☐	
Sabit yangın koruma ve algılama sistemi hizmet dışı bırakılması gerekmektedir.	☐	☐	
Çalışma alanı özel temizlik yapılması, yıkanması, havalandırması veya çalışma öncesi atmosferik izleme gerektirir. (çalışma alanında yanıcı / patlayıcı buharlar, tozlar, sıvılar ya da katı atıklar)	☐	☐	
Çalışma alanı çalışmalar sırasında ön temizleme, sökme, yüzey hazırlığı yapma ve atmosferik izleme gerektirir. (Yüzeyler ve kaplamalar ısıtılırken veya kesilirken zararlı emisyonları oluşturabilir.)	☐	☐	
İşin niteliği özel solunum cihazı giyilmesini gerektirir	☐	☐	
İşin niteliği gaz ve diğer hassas ürün için uygulanacak özel kontroller gerektirir.	☐	☐	
Sıcak işte elektrik kaynağı kullanılacak ise elektrik güvenliğini sağlamak için özel kontroller gereklidir.	☐	☐	

Kapalı Mekanlar için ek Sıcak Çalışma Kontrolleri ☐ N/A (Uygulanmaz)

Kontroller:	Evet	N/A
Dışarıda uygun bir yere cihazlar konumlandır. (yangın söndürücü, hortumlar, solum cihazları gibi)	☐	☐
Havalandırma fanını kirlenme kaynağının mümkün olduğu kadar yakına konumlandır.	☐	☐
Kirletici maddeler hava boşluğuna tahliye edilmesi (böylece devri daim edilirler ve diğer işçileri zarar vermezler)	☐	☐
Elektrik kaynağı önemli bir sure askıya alındığında Elektrik kaynaklarından elektrotlar çıkartılır ,takıldıktan sonra tekrar enerji verilir. Böylece kazara kontak yada ark oluşmaz.	☐	☐
Gaz kaynaklı kesme faaliyetleri önemli bir sure askıya alındığında, meşale ve silindir valfleri kapatılır. Meşale ve hortum bağlantısı çıkarılır ve basınçlaştırılır.	☐	☐

Sıcak İşin Tamamlanması ☐ N/A (Uygulanmaz)

Kontroller:	Evet	N/A
İşin bitiminden sonra alan en az yarım saat süreyle kontrol edilir.	☐	☐
Alan en az sekiz saat sure ve birer saat ara ile kontrol edilir.	☐	☐
Sıcak çalışma sonrası yapılacak kontrolle gerek yoktur.	☐	☐

İzin İsteyen

İsim: İmza:

Onaylayan

İsim: İmza:

7. DOCUMENTATION, CONTROL AND REGISTRATION

7.1 Procedures regarding to all necessary documents, information and certification relating to dangerous substances and their suppl & control by the relevant persons

Documents related to dangerous goods are recorded in accordance with the Documentation System Procedure and the Instruction of Business Process Definitions in Terminals and Warehouses. All documents are loaded on QDMS (Quality Documents Management System) and all Socar Turkey Akaryakıt Depolama A.Ş. available to its users. The documents are checked by the authorities and revised when there is a change related to the relevant process.

The current program is kept up-to-date and controls are made by making use of elements such as the control reminder mechanism, internal audits, and external audits. In particular, material safety data sheets are available for all dangerous goods in the terminal.

7.2 Procedures for keeping up-to-date list and other relevant information of all dangerous cargoes in the Port facility site regularly and completely

Dangerous products, which are our main activity in our company, are kept in storage tanks. Other dangerous cargoes are kept in appropriate areas in accordance with their danger..

Only the registered product group is stored in the tanks registered in our storage license approved by the Energy Market Supervision Board.

In accordance with the warehouse legislation, the products in all tanks have level indicating systems and an automation system where the amounts can be shared with the Customs Directorate.

Thanks to this automation system, the amount of product transfer operations made or made from the tanks can be automatically seen on the automation system computers.

The data of these automation systems record tank stock movements, transfer transactions and other tank operation processes with guide programs called SAP operating system, where terminal operations are followed..

Apart from this, all registration and paperwork related to all transfer and contribution processes are SBU-TRA-PRC-0007 Fuel Quality Assurance System Procedure, SBU-TRA-INT-0012 Performance Additives Receipt and Operation Instruction, ABU-SPM-PRC-0003 Customs. Procedures Import General Procedure, ABU-SPM-PRC-0005 Warehouse and Warehouse Procedure, SBU-TRA-INT-0040 National Marker Supply and Application Instruction, SBU-TRA-PRC-0006 Pipelines Management Procedure, SBU-TRA-INT-0025 Instructions for Sample Taking, Sealing, Labeling and Storage are carried out in accordance with ABU-IQM-PRC-0003 and SCC-IRM-PRC-0012 Document Management Procedures.

7.3 Procedures for checking that the dangerous cargoes arriving at the facility are properly identified, the correct shipping names are used, certified, packed/packaged, labeled and declared, loaded and transported safely in approved and legal packaging, container or cargo transport unit, and reporting the control results

The systematic records of dangerous goods, which constitute our main field of activity, are recorded on the SAP operating system.

The SAP system is a working system consisting of a chain of data that is entered not only by the terminal but also by the relevant units as soon as the dangerous cargo is taken from the exit area. All the details such as which product it is, how much it is, which shipping method it comes with, its receipt in tanks, purchase quantities, transfer quantities, the analysis report of the product on which day it is sold, and what specific values it has are available in the system.

This system includes SBU-TRA-PRC-0007 Fuel Quality Assurance System Procedure, ABU-SPM-PRC-0003 Customs Procedures Import General Procedure, ABU-SPM-PRC-0005 Warehouse and Warehouse Procedure, SBU-TRA-INT-0012 Delivery of Performance Additives. Collection and Operation Instruction and SBU-TRA-INT-0040 National Marker Supply and Application Instruction, SBU-TRA-PRC-0006 Pipelines Management Procedure, SBU-TRA-INT-0025 Sample Taking, Sealing, Labeling and Storage Instruction, ABU- It is applied according to IQM-PRC-0003 and SCC-IRM-PRC-0012 Document Management Procedure.

7.4 Procedures for obtaining and maintaining a safety data sheet (SDS)

Safety data sheets refer to ABU-IQM-PRC-0003 and SCC-IRM-PRC-0012 Document Management Procedures and GBU-SUP-PRC-0018 / PPU-LAB-PRC-0004 Records Control Procedures and ABU-IQM-PRC-0007 Records Management It is obtained in accordance with the procedure and kept on record. These safety data sheets are also kept in the QDMS system in a virtual environment, accessible to all personnel. SDSs must be archived for at least one year.

7.5 Procedures for keeping records and statistics of dangerous cargoes

Systematic records of dangerous goods, which constitute our main field of activity in our company, are recorded on the SAP operating system. These registration procedures include SBU-TRA-PRC-0007 Fuel Quality Assurance System Procedure, ABU-SPM-PRC-0003 Customs Procedures Import General Procedure, ABU-SPM-PRC-0005 Warehouse and Warehouse Procedure, SBU-TRA-INT-0012 Performance Additives. Receipt and Operation Instruction and SBU-TRA-INT-0040 National Marker Supply and Application Instruction, SBU-TRA-PRC-0006 Pipelines Management Procedure, SBU-TRA-INT-0025 Sample Taking, Sealing, Labeling and Storage Instruction and ABU -Achieved as a result of the implementation of IQM-PRC-0003 and SCC-IRM-PRC-0012 Document Management Procedures, GBU-SUP-PRC-0018 / PPU-LAB-PRC-0004 Records Control Procedures and ABU-IQM-PRC-0007 Records

Management Procedure . Reporting and statistical data can be retrieved as computer data via the system at any time.

7.6 Information on the Quality Management System

All of our activities, carried out in line with our company's continuous improvement goals, are carried out in an integrated manner with management systems. Our company has ISO 9001, ISO 14001, ISO 45001 management systems certificates obtained from the relevant authorized certification bodies. The documents mentioned in this guide are numbered and recorded and made available to the relevant persons within the company. Within the scope of these documents, we are subject to internal and external audits at least once a year, and our activities aiming to continuously increase the importance we attach to human and environmental health and our stakeholder satisfaction are continued.

8. EMERGENCIES, EMERGENCY PREPAREDNESS AND RESPONSE

8.1 Response procedures for dangerous cargoes that pose/may create risks to life, property and/or the environment and hazardous incidents involving dangerous cargoes

Intervention is carried out as stated in the Emergency Plan as follows.

- It covers the work of emergency health services and emergency teams to quickly identify the emergency and emerging needs, to establish multi-directional communication, to quickly transport sufficient number of correct equipment and trained staff to the scene.
- Relevant plans and instructions are renewed and revised to cover changes and events that may occur over time. Renewals also reflect emerging legal changes.
- Emergency instructions; It is distributed as a controlled copy to the employees who cannot be reached electronically by the relevant department manager/responsible.
- By External Customer Connected Terminals Manager; Considering the occurrence, region and time of the emergency, the appropriate instruction in the relevant documents section of this procedure is implemented.
- After the emergency is taken under control, all details are recorded in the forms in the plan/instructions specified in the relevant documents section.
- In order to prevent diseases and injuries that may occur as a result of emergency events, the work accident investigation and notification form is filled and the preventive measures specified in the form are taken.
- It is carried out according to the communication and SBU-TRA-PLN-0001 STAD Emergency Action Plan to be made with the 3rd parties during the Emergency.
- In order to prevent diseases and injuries that may occur as a result of emergency events, the work accident investigation and notification form is filled and the preventive measures specified in the form are taken.

- After the emergency, if there is a need for revision in existing methods, the existing instructions are revised.
- Corrective and Preventive Action is initiated after the emergency.
- Activities related to the measures to be taken are included in the Occupational Safety and Environment program.
- Every emergency situation is taken as an agenda item in the Management Review Meeting.

If a fire occurs as a result of emergency situations, the following ways are intervened:

- Personnel who see the fire should not only report the fire to the door security by phone, but should also use the fire extinguishers around them without risking themselves and should never wait for the fire department for the first response.
- There are enough fire extinguishers, hose trolleys, foam units, sprinkler facilities and monitors in the enterprises.
- A firefighting team list is created. Their duties are written next to their names in the list. An extinguishing team is made in front of the personnel working in the works that require organization at the last moment using the hose team, foam cannon. Others' direct duties are written. Like a fire water pump attendant.
- It is ensured that the personnel use all fire fighting equipment. If there is no personnel in the fire fighting team, the trained personnel can back up the personnel who were not in the operation at the time of the fire.
- The personnel shift list is created taking into account the fire fighting team list. It is ensured that personnel who have received first aid training are included in the shift list.
- Preventing a fire is the most important duty and responsibility of all terminal personnel.

If an emergency occurs due to a spill, action is taken in accordance with the ABU-ENV-INT-0015 Spill Management Instruction and the SBU-TRA-PLN-0001 STAD Emergency Action Plan.

In Case of Spill Over Sea

· In case of product/raw material spillage to the sea originating from sea tankers or submarine pipelines connected to terminals/air supply facilities for evacuation/filling purposes, this instruction will be put into use,
· Informing senior management levels, relevant local public institutions and neighboring facilities of the incident,
· The External Customer Connected Terminals Manager is responsible for requesting equipment assistance from neighboring facilities and local establishments, if necessary, during the response.
· The Directorate of Communications and Public Relations is responsible for informing the written and visual media about the spill.
· Following the incident, the Crop Movements Director will ensure that a Crisis Desk is established in the SOCAR Aliağa Administration Building , if deemed necessary,
· Assisting the External Customer Connected Terminals Manager / Scaffolding Operations Manager with the identification of risks and response methods by going to the scene of the incident,

- To ensure communication with the Crisis Desk,
- The HSE and Environment Department is responsible for planning and providing additional equipment, equipment and manpower for an effective response.

In Case of Spill on Land

- In case of product/raw material spillage, this instruction is taken into operation,
- Informing the senior management of the incident,
- External Customer Connected Terminals Manager is responsible for educating terminal personnel on such spills and response,
- The Directorate of Communications and Public Relations is responsible for informing the written and visual media about the event, depending on the amount of the spill, the risk it poses and the size of the event,
- Depending on the extent of the incident, the Crop Movements Director will ensure that a Crisis Desk is set up in the SOCAR Aliağa Administration Building, if deemed necessary,
- Depending on the importance/size of the incident, going to the scene of the incident and assisting the External Customer Connected Terminals Manager in determining the risks and intervention methods,
- To ensure communication with the Crisis Desk,
- The HSE and Environment Department is responsible for planning and providing additional equipment, equipment and manpower for an effective response.

8.2 Information on the ability, capability and capacity of the Port facility to respond to emergencies

SOCAR TURKEY AKARYAKIT DEPOLAMA A.Ş. Aliağa Branch has a security mechanism that is always ready for emergency response.

The terminal has an There is SBU-TRA-PLN-0001 STAD Emergency Action Plan prepared for an emergency. In this plan and instruction, scenario-based studies were carried out and personnel assignments were made. There is a fire water tank of 8,516 m^3 in Terminal B against a possible fire hazard. This tank is connected to the facility with the fire pipelines of Terminal B and Terminal A (Fuel), and there is a chance to intervene in a possible fire with fire pumps. If it is necessary to respond to the fire with extinguishing foam, our fire line should also participate with foam tanks. We also have pumps where sea water can be used if this water is not sufficient. At the same time, there is a 3,500 m3 fire water tank at the LPG terminal. The tanks are fed from the water line between Petkim and the facility.

Fire drills are held at least 4 times a year.

There are fire extinguishers around the entire facility, and there is a type of fire extinguisher suitable for the exit point of the fire and the intervention method.

There is an automation security system in the terminal for stopping the operations in case of an emergency.

All in-plant transfer operations stop when emergency buttons are pressed.

Thanks to the detectors in the terminal (Gas Detector - Flame Detector - Smoke Detector), a possible dangerous situation is detected in advance and a chance for intervention is created.

There are 2 emergency containers in the terminal and there are professional firefighter clothes and aluminized fire clothes.

The terminal has enough absorbent pads against fuel spills, barriers for spills at sea, skimmers and other spill response equipment.

Apart from this, he receives continuous service from NRC Environmental Protection Waste Management and Treatment Services Inc. within the scope of fighting against spillage and conducts mandatory spill drills with this company.

The emergency response teams of the facility are specified in the SBU-TRA-PLN-0001 STAD Emergency Action Plan.

8.3 Regulations regarding the first response to the accidents involving dangerous cargoes (first aid procedures, first aid possibilities and capabilities, etc.)

Emergency response team lists and what to do in case of emergency are listed in the SBU-TRA-PLN-0001 STAD Emergency Action Plan. In order for the teams to be constantly ready for emergencies, at least 1 ISPS Code exercise, 2 times a sea rash exercise, 1 time a land rash exercise, 1 earthquake drill and 4 fire drills are organized per year. In addition, all trainings required for the teams to gain skills such as "emergency response level 1 and 2, emergency equipment usage training (Draeger pas colt respiratory mask usage training, etc.), fire safety training, first aid training, ISPS code drills" are given by authorized institutions and certifications are kept up to date.

8.4 Notifications to be made inside and outside the facility in case of emergency

In case of emergency, action is taken in accordance with the SBU-TRA-PLN-0001 STAD Emergency Action Plan. Notifications and communication are provided according to the Communication Instruction. The list of persons and institutions to be called in an emergency is in Annex-3.

8.5 Procedures for reporting accidents

In case of an emergency and/or an accident, it is necessary to remain calm when calling the numbers in the emergency plan and giving information; The area, the building, the caller's contact number, and the type of emergency should be briefly explained to the called person.

It is of great importance that the information to be given at this stage is correct and understandable.. In case of any work accident, action is taken in accordance with the ABU-HSE-PRC-0002 OHS-E Incident Investigation and Follow-up Procedure.

8.6 Coordination, support and cooperation method with official authorities

In any emergency, the response is carried out in coordination with the official authorities. In the event of a fire, the local fire department is informed and asked to support the response. In emergencies arising from sabotage and terrorist activities, coordination with local security units is ensured. In cases such as natural disasters, the fire department is contacted if necessary, and coordination with AFAD is provided if necessary. In case of spillage at sea, coordination is ensured by contacting the Main Search and Rescue Coordination Center. In case of work accidents, notifications are made to the Ministry of Labor and Social Security. The relevant coordination and cooperation management is carried out by the Incident Site Coordinator. The processes related to the subject are defined in the SBU-TRA-PLN-0001 STAD Emergency Action Plan. The list of persons and institutions to be called in an emergency is in Annex-3.

8.7 Emergency evacuation plan for emergency removal of ships and vessels from Port facility.

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

Emergency Conditions

Port Facility Conditions that require the emergency departure of vessels connected to maritime systems are given below.

- weather opposition
- Conditions requiring fire or emergency on board
- Conditions requiring fire or emergency at the port facility site
- Other reasons
- Fire on the ship or facility located at other facilities
- terrorist acts
- War Situation
- Natural disasters
- Situations deemed necessary by official institutions
- Pollution
- Disturbance of ship position
- Failure on board

- medical problems

The reasons for the urgent departure are mentioned.

Emergency Departure Preparation Process

All emergencies should be reported to the Regional Port Authority authorities. If a decision has been made in case of emergency departure of the ship, the safe places where the ship can be transported under controlled conditions should be specified by the Regional Port Authority.

The ship's captain and the port facility will initiate the emergency departure process by mutual agreement in cases where urgent separation is required and will notify the Regional Port Authority as soon as possible. Considering the severity of the emergency, if it can be done, a representative from the Regional Port Authority or the Harbor Master, Port Manager/Operation Officer, Ship Captain, Maritime Pilot will agree on the time and method of the separation before the emergency separation process is started.

The ship's machinery, steering gear and naval break-in equipment will be made ready for immediate use. All cargo unloading, ballast operations must be stopped and prepared for separation. The ship's fire circuit will be flooded and water mist will be used for strategic sections.

If venting is required to the atmosphere; engine room personnel must be present, all non-essential receiving inputs must be closed, all safety precautions related to normal operation must be followed, and a warning notice must be issued.

If the required response in an emergency exceeds the terminal facilities, the local police or fire department should be notified immediately.

The decision that the ship will be lifted under control is based on the principle of life safety and will also cover the following conditions.

1. Qualification of tugs
2. The ability of the ship to take off under its own power
3. Availability of safe places to proceed or tow a ship in an emergency
4. Adequacy of fire fighting equipment
5. Proximity of other ships
6. Condition of fire ropes

As long as the ship is in the port facility, fire ropes will be kept on the head and shoulder of the ship on the sea side. The eye of the ropes should be lowered to sea level and the part above the side will be tightened by wrapping at least five turns on the bollard. The

part of the rope above the side will be taut from the father. A rope that can carry the rope will be tied just before the eye of the rope and the eye of the rope will be positioned three meters above sea level.

The eye of the rope will be kept at this level at all times while the ship is at the port facility.

Emergency Departure

If all relevant preparations are examined and deemed appropriate, the ship will be immediately removed from the ship. Emergency separation will be provided by following the steps below in order.

A close coordination and cooperation is required between the Port Facility, the Ship and the Regional Regional Port Authority at each stage.

1. sounding an alarm

2. Vhf, giving information about the emergency via telephone

3. Making the first situation assessment between the Ship Captain and the Port Facility Officer

4. Stopping the operation

5. Implementation of port facility and ship emergency plan measures

6. Worsening of the current situation and the existence of the above-mentioned emergency separation conditions

7. Evaluation of the situation between the Ship's Master, Port Facility Officer, Port Authority or Harbor Master, Pilot

8. Deciding on an emergency separation

9. Informing surrounding facilities and other ships

10. The tugboats are deployed for emergency separation around the ship, complete their preparations and indicate readiness

11. Ship's captain completing the preparations for the ship and stating that it is ready

12. Approval to open the release hooks by the authorized person

ATTENTION !

APPLICATION OF THE SHIP EMERGENCY SEPARATION PROCESS AS A LAST REMEDY

SHOULD BE CONSIDERED AND THE SEPARATION HOOKS MUST NOT BE RELEASED UNTIL ALL PRECAUTIONS ARE TAKEN AND THE ABOVE CONDITIONS ARE FOLLOWED.

After Emergency Departure

1. Declaring and declaring the ship to be towed and the location to be taken after the separation process

2. Transfer/mooring of the ship to the allocated area accompanied by tugboats or with its own machinery

3. Detection of a possible damage or deficiency by examining the Port Facility

4. Evaluation of the time when the Ship and Port Facility will be ready for cargo handling again

5. Sharing the negativities, if any, that occurred during the emergency departure

6. Agreement between the pilotage and tugboat organization and the coastal facility authorities regarding fire, explosion and similar emergencies that may occur during loading/evacuation.
7. Towing the ship quickly away from the facility and tow it to a safe point by tugboats with sufficient towing power and number, equipped to fight fire according to weather and sea conditions

8.8 Procedures for the handling and disposal of damaged dangerous cargoes and waste contaminated by dangerous cargoes

Hazardous wastes at the facility are basically handled and sent to disposal in accordance with the "SCC-HSE-PRC-0001 Waste Management Procedure". In addition, the treatment processes of the field waters of our treatment plant, which are capable of treatment, are also carried out in accordance with the " SBU-TRA-INT-0005 Treatment System Management Instruction".

8.9 Emergency drills and their records

Our drills are held at the times specified in the Training Plan. The records of the exercises are kept with the ABU-LED-FRM-0001 Training Participation and Communication Registration Form and evaluated with the SCC-HSE-FRM-0042 Emergency Drill Form.

8.10 Information on fire protection systems

The equipment list is kept up to date with the Fire Fighting System Materials List and its maintenance is done according to the ABU-PPM-PRC-0011 Periodic Control, Maintenance and Test Procedure of Fire Fighting and Emergency Equipment.

8.11 Procedures for approval, inspection, testing, maintenance and availability of the fire protection systems

Maintenance of fire fighting systems is done according to the ABU-PPM-PRC-0011 Periodic Control, Maintenance and Test Procedure of Fire Fighting and Emergency Equipment. In addition, according to the ABU-PST-PRC-0022 Process Safety Critical Equipment Procedure, all gas detection, flame detectors, fire buttons and fire extinguishing systems are critical equipment and cannot be disabled without replacement. In addition, with the Explosion Protection Document, the requirements for fire protection systems were determined and these systems were included in the facility accordingly.

8.12 Precautions to be taken in cases where fire protection systems do not work

Fire protection equipment in Aliağa Terminal is critical equipment.

First of all, if such equipment is out of order for some reason, the necessary action is taken. Among the measures to be taken, substitution is the first method to be applied.

Within the scope of the ABU-PST-PRC-0022 Process Safety Critical Equipment Procedure, GBU-HSE-FRM-0043 Critical Safety Equipment Decommissioning Forms are used and this form is shared with the relevant people.

In the Daily Shift reports, it is stated that such equipment is disabled and how precautions are taken, and it is ensured that the entire facility is aware of the situation.

If the equipment to be deactivated is very critical and there is a dangerous situation that may be encountered in the operational process, the operations can be stopped, if necessary, with the approval of the External Customer Connected Terminals Manager.

If an equipment change is made, the ABU-PST-PRC-0002 Process Safety Change Management (Moc) Procedure is applied and submitted to the approval mechanism of the relevant authorities. If accepted, that change will be made.

8.13 Other risk control equipment

There is a detailed risk analysis prepared by the Risk Analysis Team at our terminal.

9. OCCUPATIONAL HEALTH AND SAFETY

9.1 Occupational health and safety measures

All the following occupational health and safety measures are taken in our company in accordance with the legislation. For this, ABU-HSE-PRC-0008 and SBU-HSE-PRC-0003 OHS-E Management Procedure, Occupational Accidents, Occupational Disease Investigation Notification, Contractor OHS Management, Safe Driving, Health System Instruction, Health, Safety and Environmental Protection Policy (HSE), Obtaining Work Permit, Risk Analysis, Occupational Safety Management, Health Management, Security and Country Emergency Management, HSE Management, Explosion Protection Instruction, GBU-HSE-PRC-0016 PPE Management Procedure, Process Safety Procedure have been prepared and these procedures and instructions are followed.

9.2 Information on Personal Protective Clothing

All PPE used in the ALIAGA BRANCH is kept and used in accordance with the provisions of the **"PERSONAL PROTECTIVE EQUIPMENT REGULATION AND THE REGULATION ON THE USE OF PERSONAL PROTECTIVE EQUIPMENT IN WORKPLACES"**. In addition, the "GBU-HSE-PRC-0016 PPE Management Procedure" and the Personal Protective Equipment Usage Principles Procedure, which are in compliance with the provisions of the regulation, are acted upon. Equipment and standards are as specified in 3.2.

9.3 Enclosed Space Entry Permit Precautions and Procedures

Enclosed Space, areas with a limited volume that is completely or partially enclosed, with a limited amount of air and designed as a workplace are called "closed environment". Areas with restricted entrances and exits that are not designed for continuous operation are considered closed areas.

Indoor work

- Before the work to be done in the closed area, the work permit is filled and an application is made to the OHS unit with the personnel information to be worked on.

- Before starting to work in the relevant area, the measurement is made and it is checked whether there is a risky situation in the work.

- After the controls are appropriate, the work area is entered with the appropriate PPE with the approval of the OHS unit.

- The operation is followed by at least 1 attendant throughout the relevant study.

- There is an active communication between the working team and the companion throughout the study.

- The work is continued by making measurements in periods to be determined according to the risk of the area.

- Under no circumstances, personnel without appropriate PPE are not allowed to enter the closed area.

PPE to be used indoors

Breathing Devices : Appropriate respiratory protective equipment should be selected for all workers as soon as the indoor atmosphere is analysed. Air tube mask, air tube escape mask and combination of line fed system, air purifying masks and escape masks can be used as the recommended respiratory device types for those who will work indoors.

Protective Clothing : Protective clothing is determined in the OHS unit according to the risk in the closed area. It can be Full Chemical overalls, as well as masks, helmets and work shoes.

Communication Equipment: According to the risk in the environment, communication equipment conforming to the ATEX directive or normal communication equipment can be used.

Safe Working Advice

- Do not work in closed environments with less than 19.5% oxygen, more than 2% methane, more than 0.5% carbon dioxide and other dangerous gases in the air.

- If necessary, limit the working area to protect workers from the negative effects of air deterioration, heating and oxygen depletion.

- Air streams with reduced oxygen content or polluted by the mixing of flammable, combustible and other harmful gases or that become too hot should be vented immediately and in the shortest possible way.

- Compressors that provide ventilation, ventilators and all the ways of the aspirators that provide the air inside should be equipped with the necessary mechanisms.

- While conducting risk assessment at the workplace, the risks arising from the explosive atmosphere, the possibility of the formation of an explosive atmosphere and the permanence of this environment should be examined and regions should be determined.

- In all operations with metal fumes, it is necessary to work in a well-ventilated environment. The best way to protect against smoke should be good ventilation at the smoke source. Do not move equipment around your environment.

- The harmful gases, fumes and vapors in the polluted air formed in the indoor environment are kept in activated carbon filters, thus preventing the pollution of the working environment air.

- Do not start working in a closed environment without checking whether precautions (for example, a ladder placed properly and safely at the mouth of the tank) are taken in order to get out easily and safely in closed environments such as tanks, warehouses, large diameter pipes.

- A tank containing flammable liquid also leaves gas after it is emptied. Even waiting for a long time or washing and cleaning cannot completely clean the explosive gas. In this case, it may explode from a small spark during welding. To prevent this, the explosive gas must be completely removed from this environment. This is achieved by cleaning the inside of the tank with inert gases such as argon or nitrogen.

The GBU-HSE-FRM-0102 Confined Area Work Permission Form ' prepared by HSE is applied at the terminal and the relevant records are kept for at least three years. Personnel who have been working at our terminal for less than six months are not allowed to enter closed areas. Records of entry permits to closed areas are kept for at least three years.

Personnel who have been working at the coastal facility for less than six months are not allowed to enter closed areas.

10. OTHER MATTERS

10.1 Validity of Dangerous Cargo Conformity Certificate

- KTTMUB was given by the Turkish Ministry of Transport and Infrastructure, General Directorate of Transport and Maritime Affairs, until the end of the Port facility operation permit which due upon 15/05/2026.

10.2 Tasks defined for Dangerous Goods Safety Advisor

Responsibilities of DGSA are as follows:

- To monitor compliance with the requirements for the transport of dangerous cargoes.
- To provide suggestions to the Port facility regarding the transportation of dangerous cargoes.
- To prepare an annual report to the Port facility on the activities of the Port facility operator in the transport of dangerous cargoes. (Annual reports are kept for 5 years and submitted to the administration upon request.)

To control the following applications and methods;

- Control and control results that the dangerous cargoes arriving at the facility are properly identified, the correct shipping names are used, certified, packaged/packaged, labeled and declared, that they are safely loaded and transported in approved and legal packaging, container or cargo transport unit reporting procedures.

- Loading/discharging procedure for handled and temporarily stored dangerous cargoes,
- Whether the Port facility takes into account the special requirements regarding the dangerous cargoes transported while purchasing the transport vehicles for the handled dangerous cargoes,
- Control methods of equipment used in the transport, loading and unloading of dangerous cargoes,
- Whether the Port facility employees have received appropriate training, including the changes made in the legislation, and whether these training records have been kept,
- The suitability of emergency methods to be applied in case of an accident or an event that will affect safety during the transportation, loading or unloading of dangerous cargoes,
- Compliance of reports prepared on serious accidents, incidents, or serious violations that occur during the transportation, loading or unloading of dangerous cargoes,
- Determination of the necessary measures against the reoccurrence of accidents, incidents, or serious violations and evaluation of the implementation,
- Subcontractors or 3.To what extent the rules regarding the selection of the parties and the transport of dangerous cargoes are taken into account,
- Determining whether the employees in the transport, handling, storage and loading/unloading of dangerous cargoes have detailed information about the operational procedures and instructions.
- Appropriateness of the measures taken to be prepared for risks during the transportation, handling, storage and loading/unloading of dangerous cargoes
- Procedures for all mandatory documents, information and documents related to dangerous cargoes.

- Procedures for the safe berthing, mooring, loading/discharging, sheltering or anchoring of ships carrying dangerous cargoes to the Port facility day and night.
- Procedures for additional measures to be taken according to seasonal conditions for the loading, unloading and limbo operations of dangerous cargoes.
- Procedures for fumigation, gas measurement and degassing operations. Procedures for keeping records and statistics of dangerous cargoes,
- The accuracy of the issues regarding the possibility, capability and capacity of the Port facility to respond to emergencies,
- Appropriateness of the regulations for the first interventions to be made for the accidents involving dangerous cargoes,
- Procedures for handling and disposal of damaged dangerous cargoes and waste contaminated by dangerous cargoes,
- Information on personal protective clothing and procedures for using them.

In addition to the IMDG Code, within the scope of dangerous cargoes handled at the Port facility,DGSA's should be informed about the IBC Code, IGC Code, IMSBC Code and MARPOL 73/78 applications and generally the dangerous cargoes activities of the Port facility.The Port facility operator notifies the Port facility operator in writing, with the periods agreed between the Port facility operator and the Port facility operator, on the condition that it does not exceed 6 (six) months, about its evaluations on whether the dangerous cargoes handled at the Port facility are handled in accordance with the rules.

DGSA's authorized within the scope of the IMDG Code prepare quarterly reports regarding the responsibilities determined in the Regulation on the Maritime Transport of Dangerous Cargoes and Loading Safety of the Port facilities they serve, and notify this report to the Administration.

DGSA, with the exception of the Port facilities that will receive Dangerous Cargo Conformity Certificate (TYUB) for the first time, is present at the Port facility during TYUB inspections and actively participates in the inspections.

DGSA prepares the parts of the Port facility's guide on dangerous cargo handling and/or temporary storage together with the Port facility and checks its accuracy. DGSA's signature is also included in the sections of the guide on dangerous cargoes handling and/or temporary storage.

Responsibilities of the 3rd parties operating in the port facility, cargo/ship agency etc.

Responsibilities of the 3rd parties are as follows:

To have the personnel who will work at the Port Facility receive the training specified in the Administration's circular numbered 56617 dated 26 July 2019,

To act in accordance with the rules specified in the IMDG Code in the Port Facility,

To act in accordance with the Dangerous Cargoes Handling Guide and the procedures related to Dangerous Cargoes operated by the Port facility,

To report any violation to the relevant authorities if any nonconformity in the handling, transportation and storage of dangerous cargoes in the Port Facility is detected.

To submit the (SDS) Form, which constitutes an integral part of the operations for the elimination of the Occupational Health and Safety risks that may occur during the use and storage of dangerous substances and prepared to inform the users accurately and adequately, to the port facility and Port Authority.

10.3 Issues for those carrying dangerous cargoes that will arrive/leave the Port facility by road (documents required to be kept by road vehicles carrying dangerous cargoes at the entrance/exit of the port or Port facility area, equipment and equipment that these vehicles must have; speed limits in the port area, etc. matters)

- Dangerous goods are transported on public roads, in accordance with the provisions of ADR, in an economical, controlled, rapid, safe manner, without harming human health and with the least negative impact on the environment.
- Parties involved in the transport of dangerous goods must take measures in accordance with the provisions of ADR, taking into account the nature and extent of the foreseeable risks, in order to prevent damage and injury and, if necessary, to minimize their effects.
- It is mandatory to use the labels, signs and orange plates defined in ADR and IMDG in dangerous cargo transportation.
- Real and legal persons who will engage in transportation activities must have any of the C1, C2, K1, K2, L1, L2, N1, N2 authorization certificates within the scope of the Road Transport Regulation.
- Drivers who will transport dangerous goods on national and international roads in accordance with the provisions of ADR, must have the Dangerous Goods Transport Driver Training Certificate (SRC5) / ADR Driver Training Certificate.

Vehicles carrying dangerous goods must have the following documents:
• Transport documents issued as specified in ADR Section 5.4.1,
• Dangerous Goods Transport Driver Training Certificate (SRC5) as specified in ADR Section 8.2.2.8,
• Picture identification document (ID card, driver's license or passport) for each personnel on duty in the vehicle,
• Written instruction prepared by the carrier to be given to the driver, as specified in ADR Section 5.4.3,

• Multi-Mode Dangerous Goods Transport Form in ADR Section 5.4.5 for dangerous goods transported by multimode.
• ADR certificate of conformity valid for vehicles,
• Interim and periodic inspections,
• Dangerous Goods and Hazardous Waste Compulsory Liability Insurance policy for vehicles carrying dangerous goods.
• Dangerous Goods Activity Certificate which species "TRANSPORTER" activity

- It must be ensured that all documents required for transportation are present in the vehicle completely and accurately.
- Vehicles, mobile tanks and loads should be visually checked for obvious leaks, cracks or missing equipment.
- It should be checked whether the test, inspection and control periods of tankers, mobile tanks, cylinder gas tanks, multi-compartment gas containers, mobile tanks and tank containers have expired.
- It should be ensured that the vehicles are loaded in accordance with the load limits.
- It should be ensured that the danger labels and signs are attached to the vehicles.
- It should be ensured that the equipment specified in the written instructions for the vehicle driver is present in the vehicle.
- Transport documents and accompanying documents should be examined and it should be ensured that the vehicle, container and cargo are suitable for them.
- The use of tankers for purposes other than those defined in ADR should be prevented.
- Provide the driver with written instructions so that he can read and understand them and apply them as needed.
- Quantity restrictions, if any, related to the transported substance must be complied with.
- If a violation occurs during transportation that will endanger the safety of transportation, in terms of traffic safety, safety of the sent item and public safety, the transportation should be stopped immediately until the said violation is eliminated, and transportation should be continued only if the necessary conditions are met.
- Ensuring the use of tanks or containers suitable for the load,
- During loading and unloading of vehicles, it is not allowed to light fires, open lighting and smoking in the immediate vicinity of the vehicles, objects with sparking properties should not be kept, and it should not be allowed to work with clothes that have this feature,
- The speed limit in the port area is 20 km/h.

10.4 Issues for those carrying dangerous cargoes that will arrive/leave the Port facility by sea

- At least twenty-four hours before the ship and sea vehicle carrying dangerous goods enter the port administrative area; Ships and marine vessels with a cruise time of less than twenty-four hours until they enter the port area submit the notification document containing detailed information about their cargo to the Regional Port Authority in writing, immediately after their departure from the coastal facility.
- Transportation should be carried out in a safe, secure and environmentally friendly manner, and all necessary precautions should be taken to prevent accidents and to minimize the damage when an accident occurs.
- Classification, identification, packaging, marking, labeling and plating of dangerous goods in accordance with the legislation are ensured.
- It is ensured that dangerous goods are safely loaded, stacked, secured, transported and unloaded in approved and legal packaging, container and cargo transport unit.
- All relevant personnel are trained on the risks of dangerous goods transported by sea, safety precautions, safe working, emergency measures, security and similar issues, and training records are kept.
- It is ensured that the necessary safety measures are taken for dangerous goods that do not comply with the rules, are unsafe or pose a risk to people or the environment.
- Necessary information and support are provided to those concerned in case of emergency or accident.
- Dangerous goods accidents occurring in the area of responsibility are reported to the administration.
- It ensures that the ship's equipment and devices are suitable for dangerous cargo transportation.
- Requests all mandatory documents, information and documents related to dangerous goods from the coastal facility and the cargo person, and ensures that they accompany the dangerous cargo.
- Ensures that the safety measures regarding loading, stacking, separation, handling, transportation and unloading of dangerous goods on board are fully implemented and maintained, and performs the necessary inspections and controls.
- Controls that the dangerous goods entering the ship are defined, classified, certified, packaged, marked, labeled, declared in accordance with the procedure, and that they are safely loaded and transported to the approved and legal packaging, container and cargo transport unit.

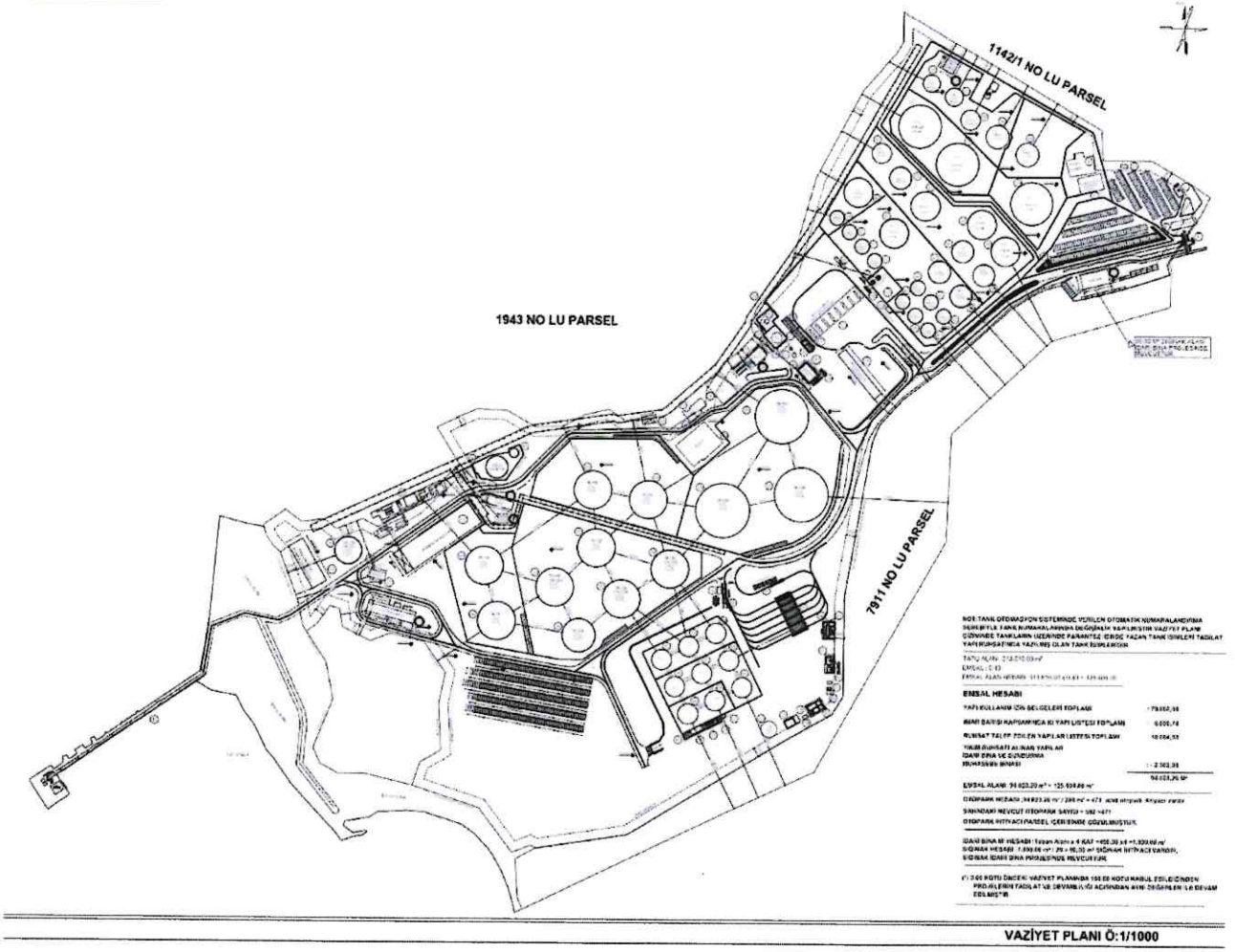
- It ensures that all ship personnel are informed and trained about the risks of transported, loaded and unloaded dangerous goods, safety precautions, safe working, emergency measures and similar issues.
- It ensures that the persons who have received the appropriate training and qualifications for the loading, transportation, unloading and handling of dangerous goods work in a manner that takes occupational safety precautions.
- He cannot go out of the area allocated to him, cannot anchor, cannot approach the pier and pier without the permission of the Regional Port Authority.
- Implements all rules and precautions during navigation, maneuvering, anchoring, berthing and departures in order for the ship to carry the dangerous cargo safely.
- Provides safe entry-exit between the ship and the dock.
- Informs its personnel about applications, safety procedures, emergency measures and response methods related to dangerous cargoes on board.
- It maintains the current lists of all dangerous goods on board and declares them to the relevant parties.
- It takes the necessary safety measures for dangerous goods that do not comply with the rules, are unsafe, pose a risk to the ship, people or the environment, and notify the Regional Port Authority.
- Notifies the Regional Port Authority of the dangerous cargo accidents that occur on the ship.
- It provides the necessary support and cooperation in the controls made by the official authorities on the ship.

10.5 Additional matters to be added by the Port facility

N/A.

ATTACHEMNTS

1- General site plan of the Port facility



1-1

2 Photos of the Port facility






2-1

3- Emergency Contact Points and Contact Information

INTERNAL PHONE NUMBERS

NAME	MISSION	INTERNAL	MOBILE PHONE
EMERGENCY PHONES		5000	
SERKAN BALCI	EXTERNAL CUSTOMER CONNECTED TERMINALS MANAGER	6986	0 538 635 04 59
GÖKHAN KUTLUAY	TANK FARM CHIEF OP. ENG.	6966	0 534 895 49 15
MURAT SERKAN KAYNAK	HSE MANAGER	6918	0 549 796 96 49
ERTAN AKBULUT	ENVİRONMENT LEAD ENGİNEER	5458	0 538 231 61 93
RECAİ GÜNER	MAİNTENANCE SPECİALİST	6954	0 538 926 88 45
İSMAİL YILMAZ	SHIFT CHIEF	6955	0 538 898 31 08
VOLKAN ÖZKAN	SHIFT CHIEF	6955	0 538 926 88 42
ÖZCAN GÜREL	SECURITY MANAGER	6922	0 549 479 96 40
MEHMET YILMAZ	MAINT. RESPONSIBLE	6976	0 506 866 31 55
SEYHAN YILMAZ	DOCTOR	6990	0 537 597 97 53
MUHAMMED SALİH ORUG	TANK FARM OPERATİONS CHİEF ENGİNEER	6913	0 549 132 23 25
SEDA RONA	OCCUPATİONAL HEALTH & SAFETY SENİOR SPECİALİST	6918	0 549 831 79 03

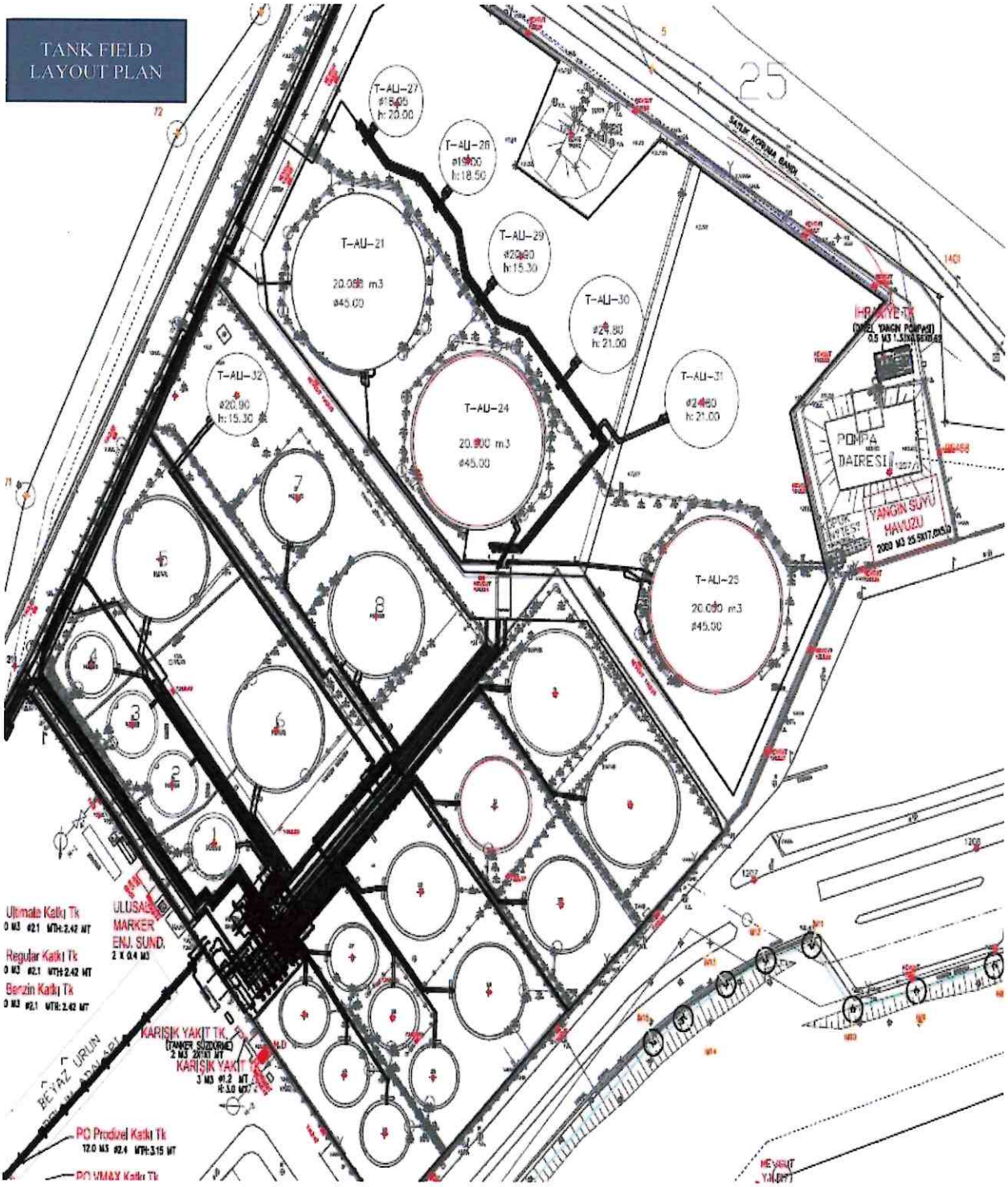
3-1

EXTERNAL FACILITIES

IMPORTANT PHONE NUMBERS	
FIRE FIGHTING	ALİAĞA MUNICIPALITY FIRE DIRECTOR FIRE FIGHTERS: 112 FIRE DIRECTOR : 0 (232) 616 10 45
HOSPITAL	ALİAĞA STATE HOSPITAL 0.232.616 87 87 MENEMEN STATE HOSPITAL 0.232.832 58 59
AMBULANCE	AMBULANCE: 112
GENDERMERIE	0 (232) 616 19 82
POLICES DEPARMENT	ALİAĞA POLICE DEPARMENT 0 232 617 06 97 0 505 318 35 62 FAX: 0 232 616 06 84 POLICE STATIONİ : 0 232 616 20 20
REGIONAL PORT AUTHORITY	ALİAĞA REGIONAL PORT AUTHORITY 0 (232) 616 19 93-99 COAST GUARDS 0 (232) 616 81 37

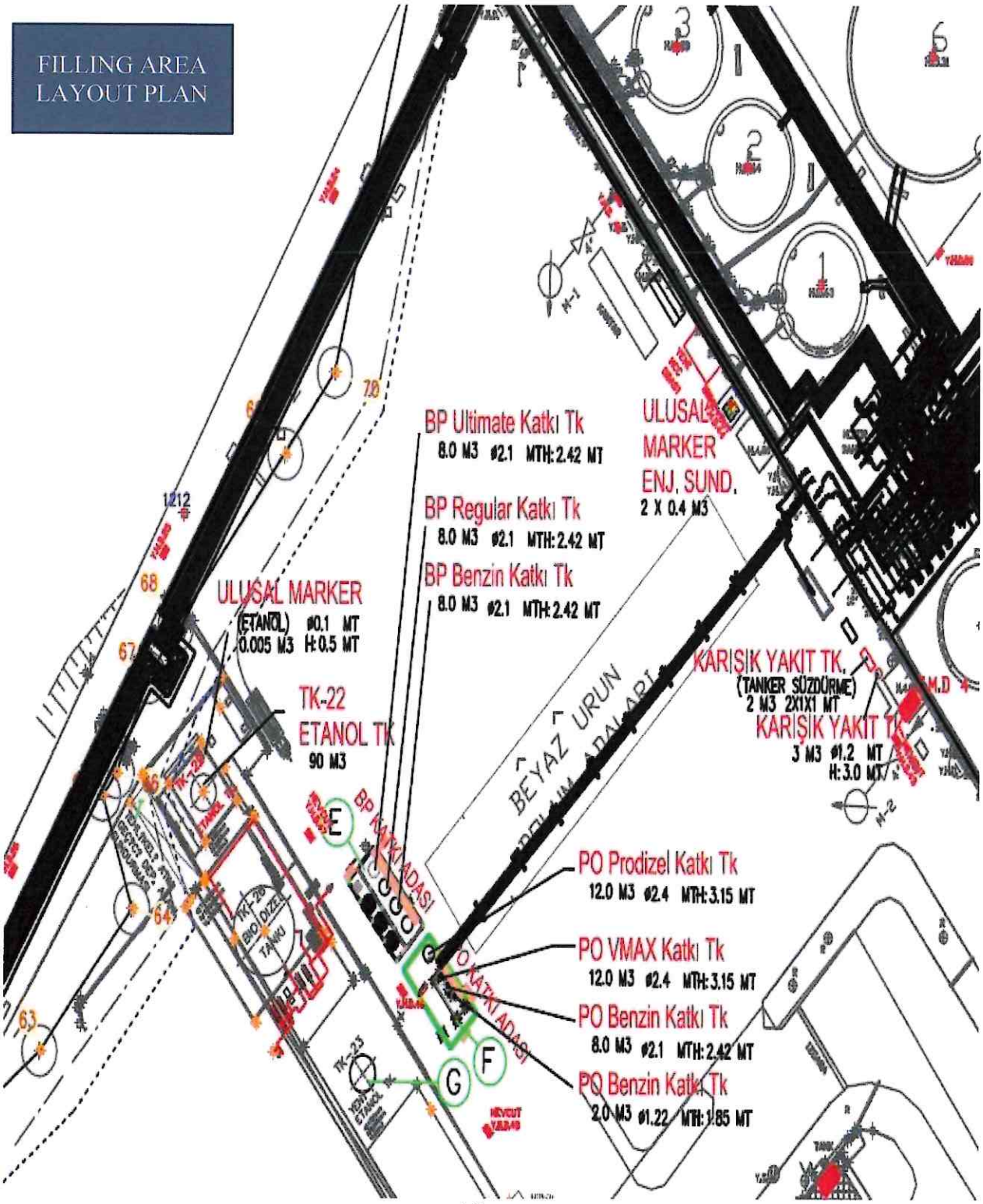
GOVERNOR	ALİAĞA GOVERNAR 0 (232) 616 10 01
ADJACENT FACILITY 1	PETKİM HOLDİNG A.Ş. 0 (232) 616 12 40
ADJACENT FACILITY 2	TÜRKİYE PETROL RAFİNERİLERİ A.Ş. (TÜPRAŞ) 0 (232) 498 55 55
ADJACENT FACILITY 3	SOCAR TERMINAL – CONTAINER PORT 0 (232) 455 65 55
ADJACENT FACILITY 4	NEMPORT PORT 0 (232) 618 30 01
EMERGENCY DIVERS SERVICES	SUKOT UNDERWATER SERVICES Tel :0 (232) 616 04 07 Fax : 0 (232) 616 21 03
EMERGENCY SPILL PREVENTION SERVICES	NRC 0 (533) 160 60 02 0 (352) 321 33 24-25

4 General Layout Plan of the Areas where Dangerous Cargoes are Handled

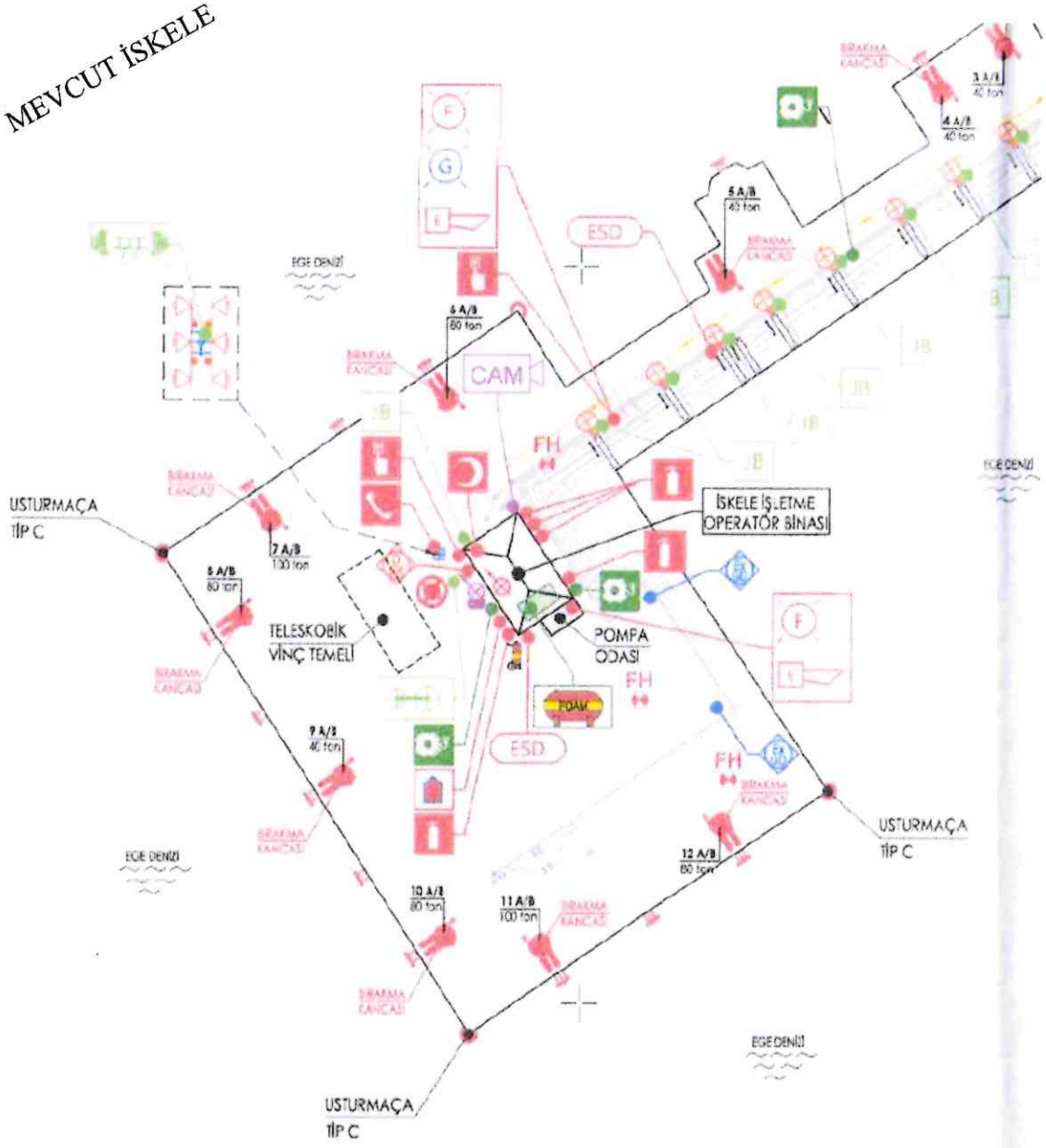


K.A.

FILLING AREA LAYOUT PLAN

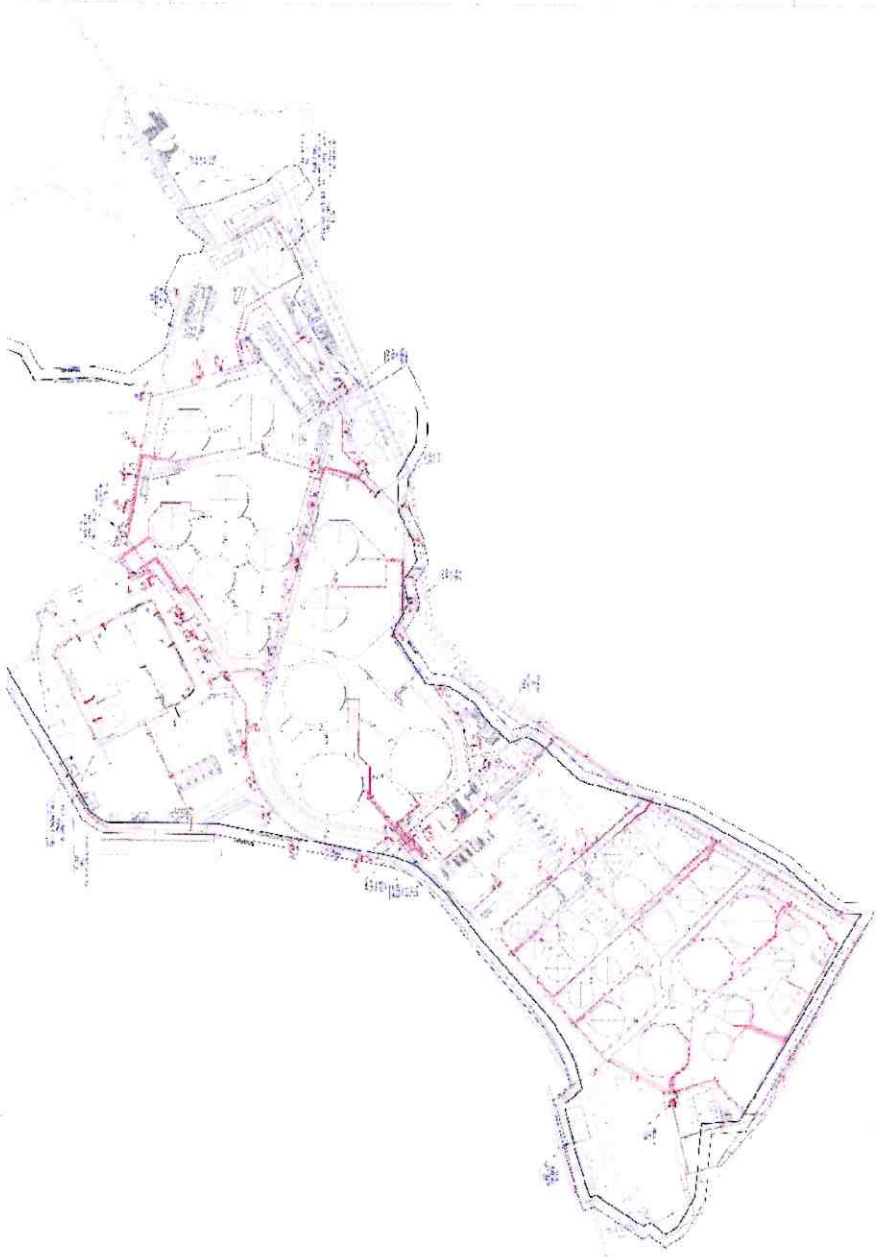


MEVCUT İSKELE



4-3

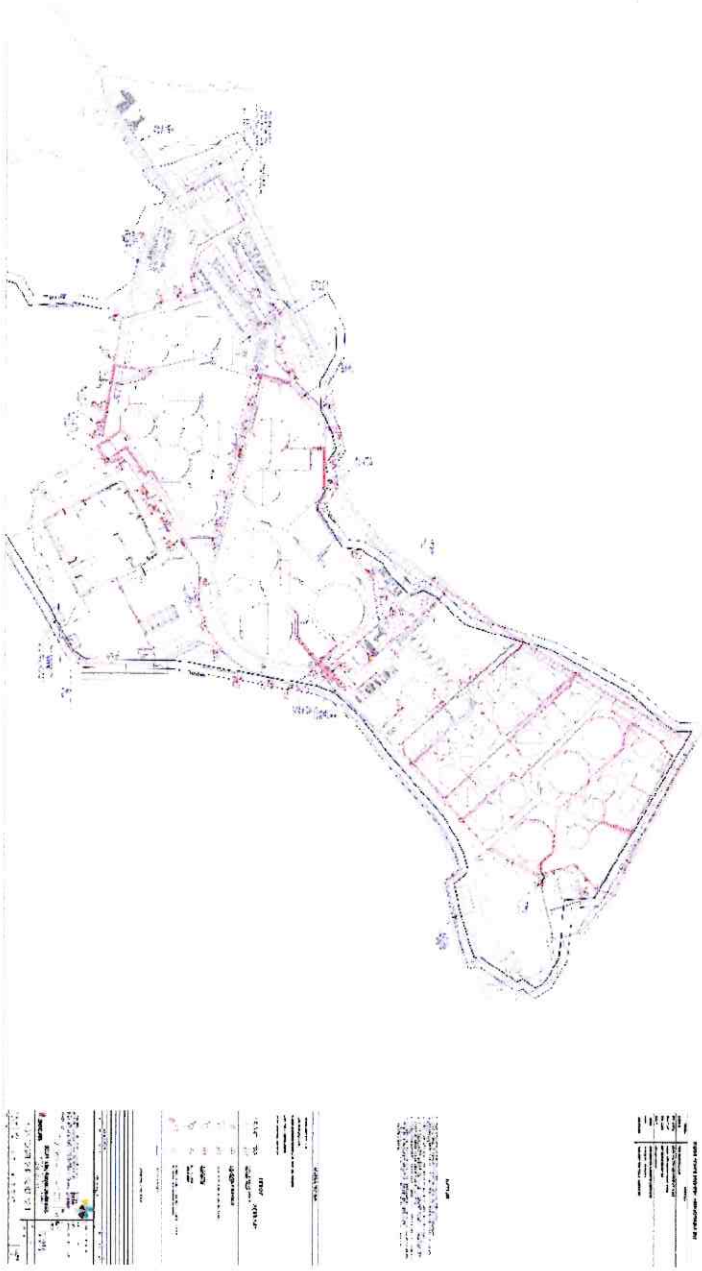
5 Fire Plan of the Areas where Dangerous Cargoes are Handled



5-1

6 General Fire Plan of the Facility

6-1

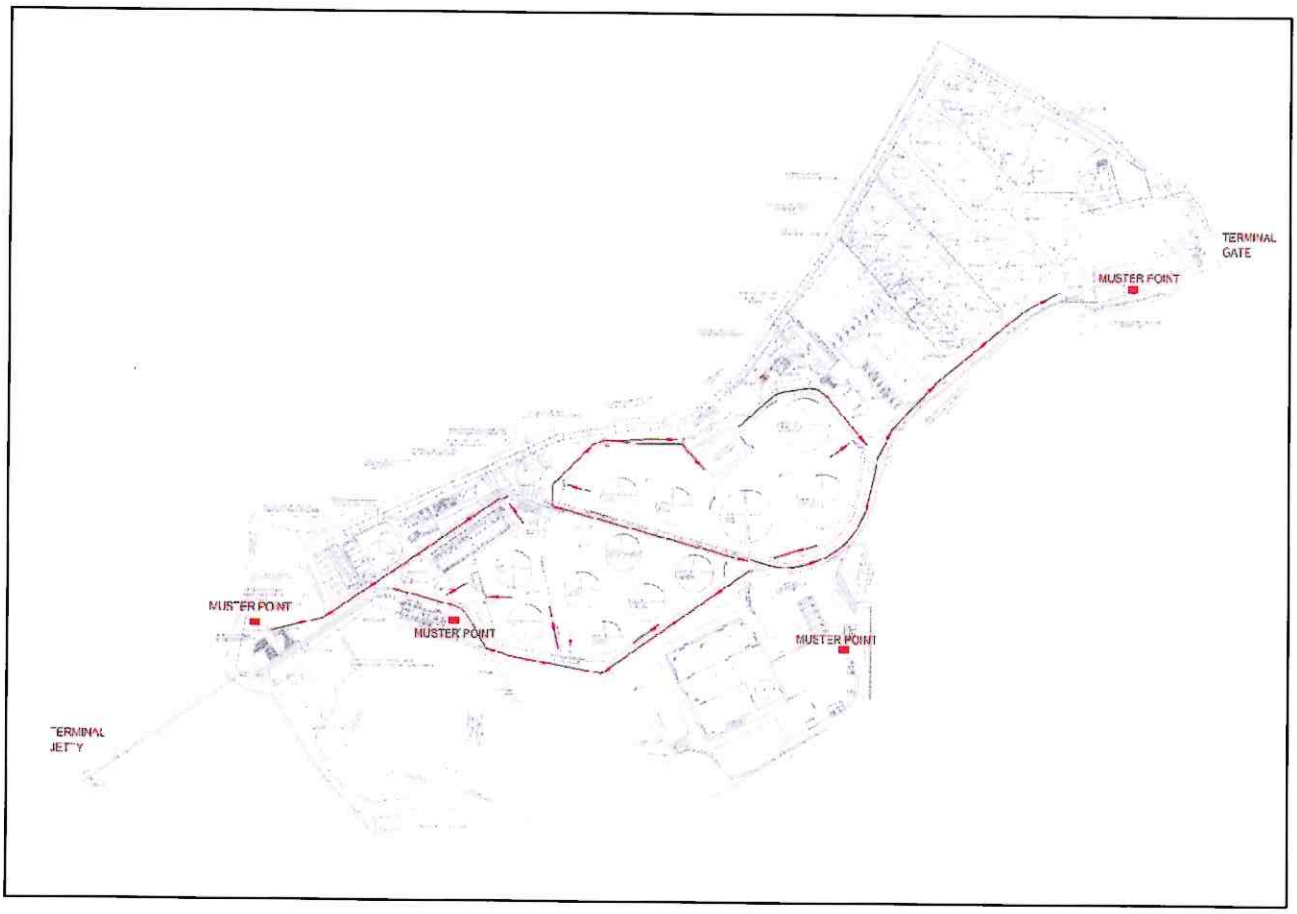


7 EMERGENCY PLAN

As stated in SOCAR ALİAĞA TERMİNALİ EMERGENCY PLAN

7-1

8 Emergency Assembly Places Plan



8-1

9 Emergency Management Chart

ABU-HSE-PRC-0001_Att1 Acil Durum Yönetimi Organizasyon Şeması

EK-1

Acil Durum Yönetimi Organizasyon Şeması

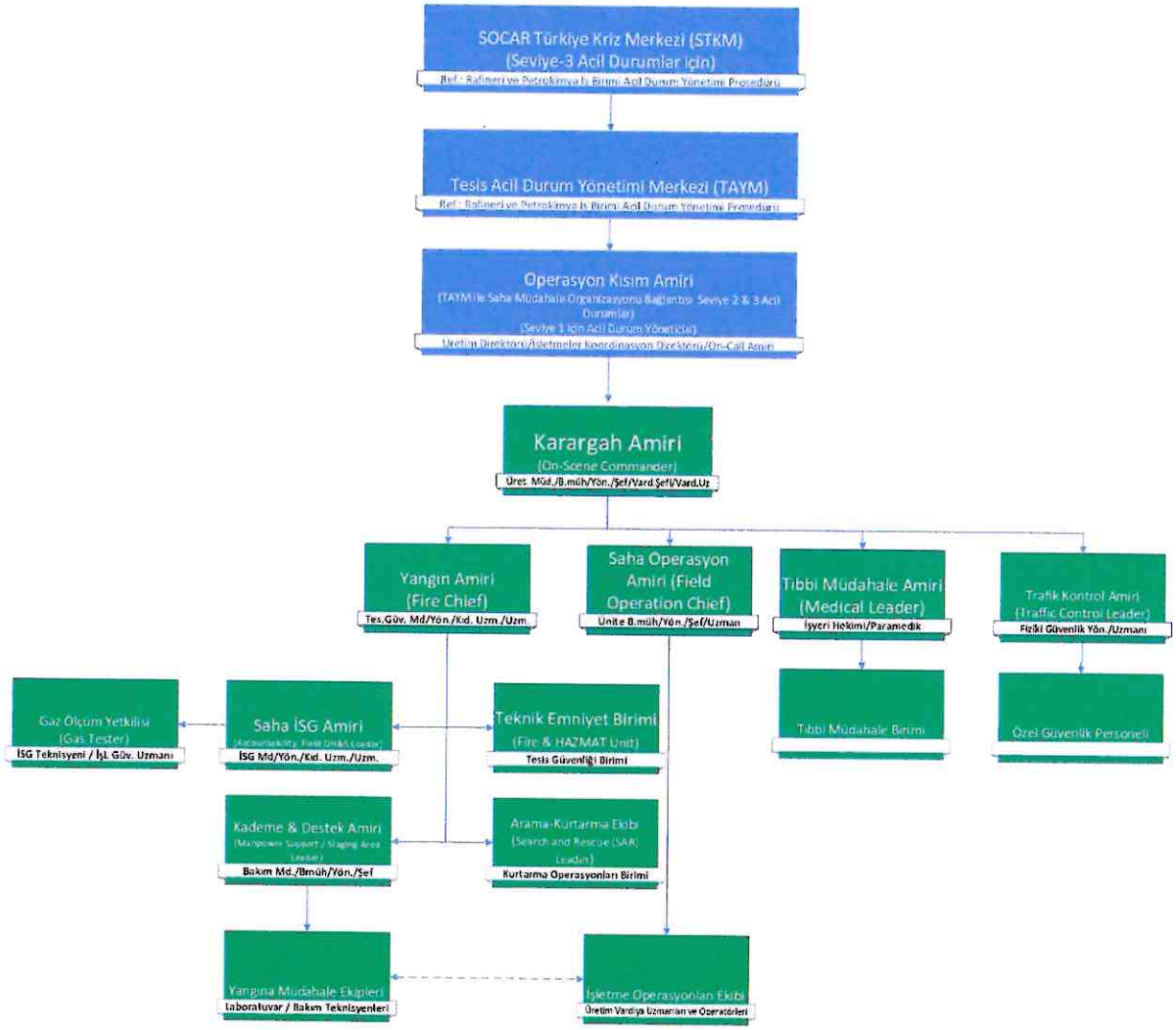
9-1

K.I.A.

ABU-HSE-PRC-0001_Att2 Saha Müdahale Ekibi Organizasyon Şeması

EK-2

Saha Müdahale Ekibi Organizasyon Şeması



Mavi – Tesis Acil Durum Yönetim Merkezi (TAYM)
Operasyon Kısım Direktörü rolü senaryoya bağlı olarak sahada ya da ADYM'de olabilir

Mavi (Noktalı) – Tesis Acil Durum Yönetim Merkezi – Mesai Saatleri Dışında/Resmi Tatillerde Temsilci (İcapçı) Bulunacak Olan Roller

Yeşil – Yangın, Gaz Kaçağı, Patlama Senaryoları için Saha Müdahale Ekibi Organizasyonu

Yangınla Mücadele Saha Müdahale Ekip Liderleri – Mesai Saatleri Dışında/Resmi Tatillerde Temsilci (İcapçı) Bulunacak Olan Roller

Yangınla Mücadele Saha Müdahale Ekiplerinden Vardiyalı Düzende Çalışan Ekipler

K.A.

10 Dangerous Cargoes Handbook

SOCAR

SOCAR TURKEY AKARYAKIT DEPOLAMA CO. INC.

DANGEROUS CARGOES HANDBOOK

1. Purpose, Scope

This handbook has been prepared to contribute to the safe performance of hazardous cargo collection/unloading, handling and temporary storage activities of coastal facilities

2. Definitions

Packing Group means a group to which certain substances are assigned for the purpose of packaging according to their degree of danger.
IMDG Code Codes for the International Carriage of Dangerous Goods by Sea (IMDG Code) is an international agreement made to ensure that the shipment and shipment of dangerous cargoes by sea takes place safely.
IMO International Maritime Organization
Material Safety Data Sheet (MSDS) It is the name given to the document that contains detailed information about the properties of harmful substances and mixtures and the safety measures to be taken according to the hazard characteristics in the workplaces where it is located in order to protect dangerous chemicals from the negative effects of human health and the environment, harmful substances and mixtures.
Packaging & Packaging A bowl or multiple bowls means the materials or other components required for the hoppers to perform their containment and other safety functions.
Classification It is the distinction made by the International Maritime Organization taking into account the chemical properties of dangerous cargoes.
Hazard Label Defines the label containing letters, numbers and shapes that express the characteristics of the cargoes used in the transportation of dangerous goods, such as class, hazard degree and content.
Danger Plate It is the plate that dangerous loads must have on dangerous cargo transport units for the purpose of informing according to their characteristics.
Hazardous Substances Explosive, oxidizing, very easily flammable, easily flammable, flammable, very toxic, toxic, harmful, corrosive, irritating, sensitizing, carcinogenic, mutagen, toxic to the reproductive system and having at least one of the properties dangerous to the environment and its preparations-compounds.
Dangerous Cargo Any solids, liquids and gases that can harm people, other living organisms, property or the environment.

3. Dangerous Cargo Classes

Dangerous loads and objects fall into one of classes 1 to 9, depending on the hazard they pose or the most dominant hazard. Some of these classes are subdivided. These classes or sections are listed below:

Class 2: Gases
- the vapour pressure at 50 °C is greater than 300 kPa, or
- It is a completely gaseous substance at 20 °C at a standard pressure of 101.3 kPa.

Class 2.1: Flammable Gases

- Gases that can ignite when 13% or less is mixed with air by volume, or that have an exacerbation interval with air when at least 12% without regard to the low flammability limit.

Class 3: Flammable Liquids

Liquids containing liquids or mixtures of liquids or solids in solution or suspension that emit flammable vapor at or below 60°C or less in a closed container test, i.e. at a degree normally called a "flash point".

Class 9: Miscellaneous Dangerous Goods and Articles

Substances and articles of Class 9 (various dangerous goods and articles) are substances and articles which, during carriage, pose a hazard not covered by other classes.

Additional guidance for vehicle crew members on hazard characteristics of dangerous goods by classes and actions related to the conditions that arise		
Hazard labels and signs	**Features of danger**	**Additional guidance**
1	**2**	**3**
Flammable gases  2.1	Fire risk. Risk of explosion. It may be under pressure. The risk of drowning. May cause burns and/or cold bites.The contents may explode when heated	Protect yourself. Stay away from low-level areas.

Alevlenebilir sıvılar3 	Fire risk. Risk of explosion.It can explode when the contents heat up.	Protect yourself. Stay away from low-level areas.
Miscellaneous hazardous substances and objects9 	Risk of burns. Fire risk. Risk of explosion. It poses a risk to the aqueous environment or sewage system.	-
Substances harmful to the environment 	Poses a risk to the aquatic environment or sewage system	-

4. Packaging, packaging, labels and markings of dangerous goods

4.1.Dangerous Goods Packaging Groups

Dangerous goods of all classes, with the exception of the self-reactive ones of classes 1, 2, 5.2, 6.2 and 7 and of class 4.1, are divided into three "packing groups" according to the degree of danger they represent.

Packing Groups for Class 3, Class 4, Class 5.1, Class 6.1, Class 8, Class 9

There are three types of packaging groups.

- Packing group I: Highly dangerous goods
- Packing group II: Goods of moderate danger
- Packing group III: Goods of low danger.

The packing group to which the dangerous goods belong is specified in the Dangerous Goods List in section 3.2 of the IMDG Code.

4.2.Dangerous Goods Packages and Packagings

Types of packaging specified in Part 4 of the IMDG Code

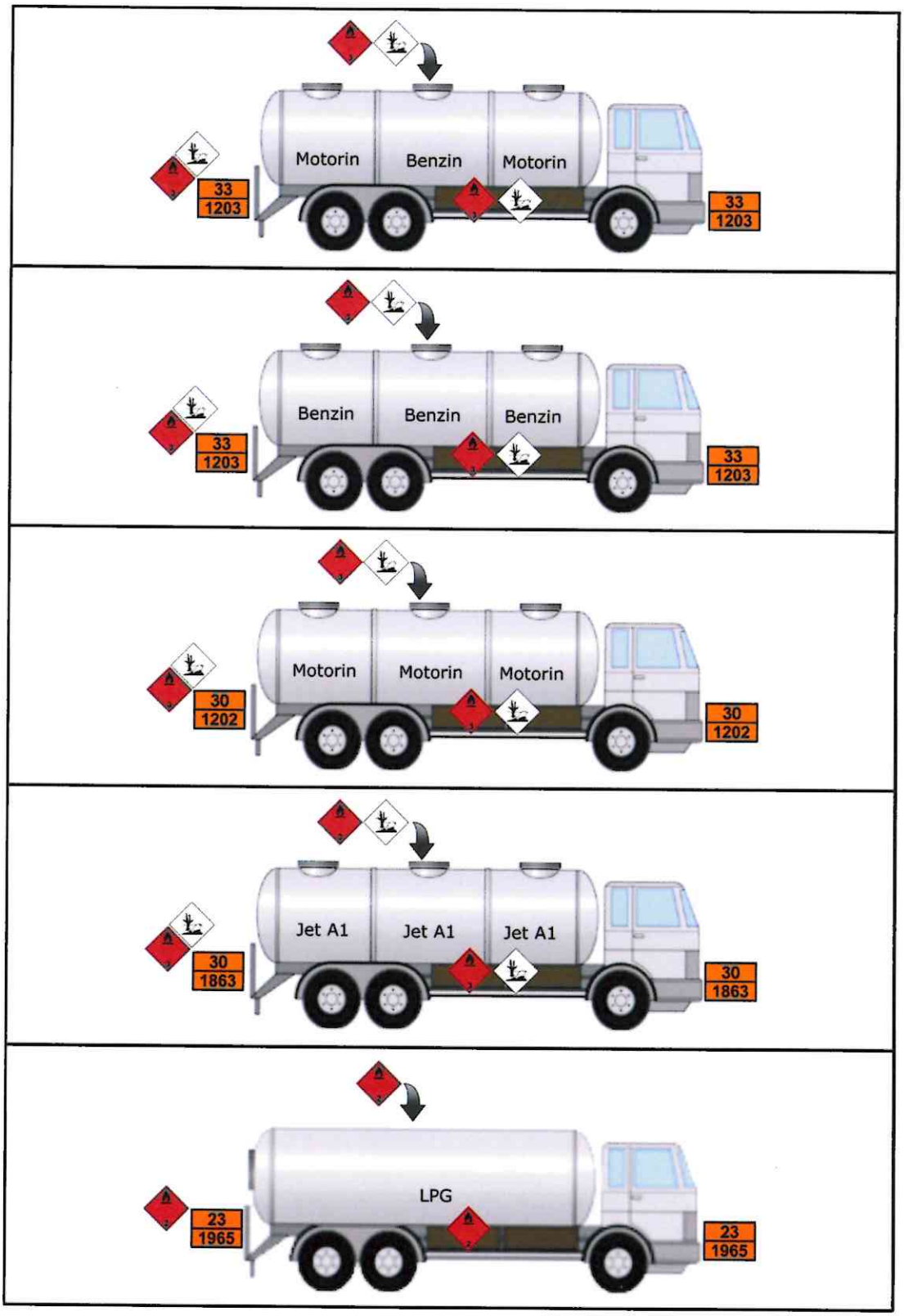
			
Single Packing	Composite Packaging	Medium Bulk Containers (IBC)	Large Packaging
Packing			

4.3.Dangerous Goods Labels and Signs

Packaging Marking

Liquid Dangerous Goods Packaging	Solid Dangerous Goods Packaging
⊗ 1A2/X/2.0/400/20/B/GEF-00	⊗ 4G / Y / 145 / S / 22 / NL / VL823
1A2 Packaging Type **X** Packaging Group **2.0** Relative Density **400** Hydraulic Test Pressure **20** Packaging production years **B** Country approving the packaging **GEF-00** Name of the packaging manufacturer	**4G** Packaging Type **Y** Packaging Group **145** Max Gross Mass (kg) **S** Solid Material Carrying Packaging **22** Years of packaging production **NL** Approval country for packaging **VL823** Packaging manufacturer's name

Vehicle Marking



5. Dangerous goods documents

Dangerous Goods Handling Information

Unless otherwise specified, the shipper offering to transport dangerous goods shall provide the carrier with information applicable to such dangerous goods, including any other additional information and documentation referred to in this Code.

Information to be Included in the Transportation Document

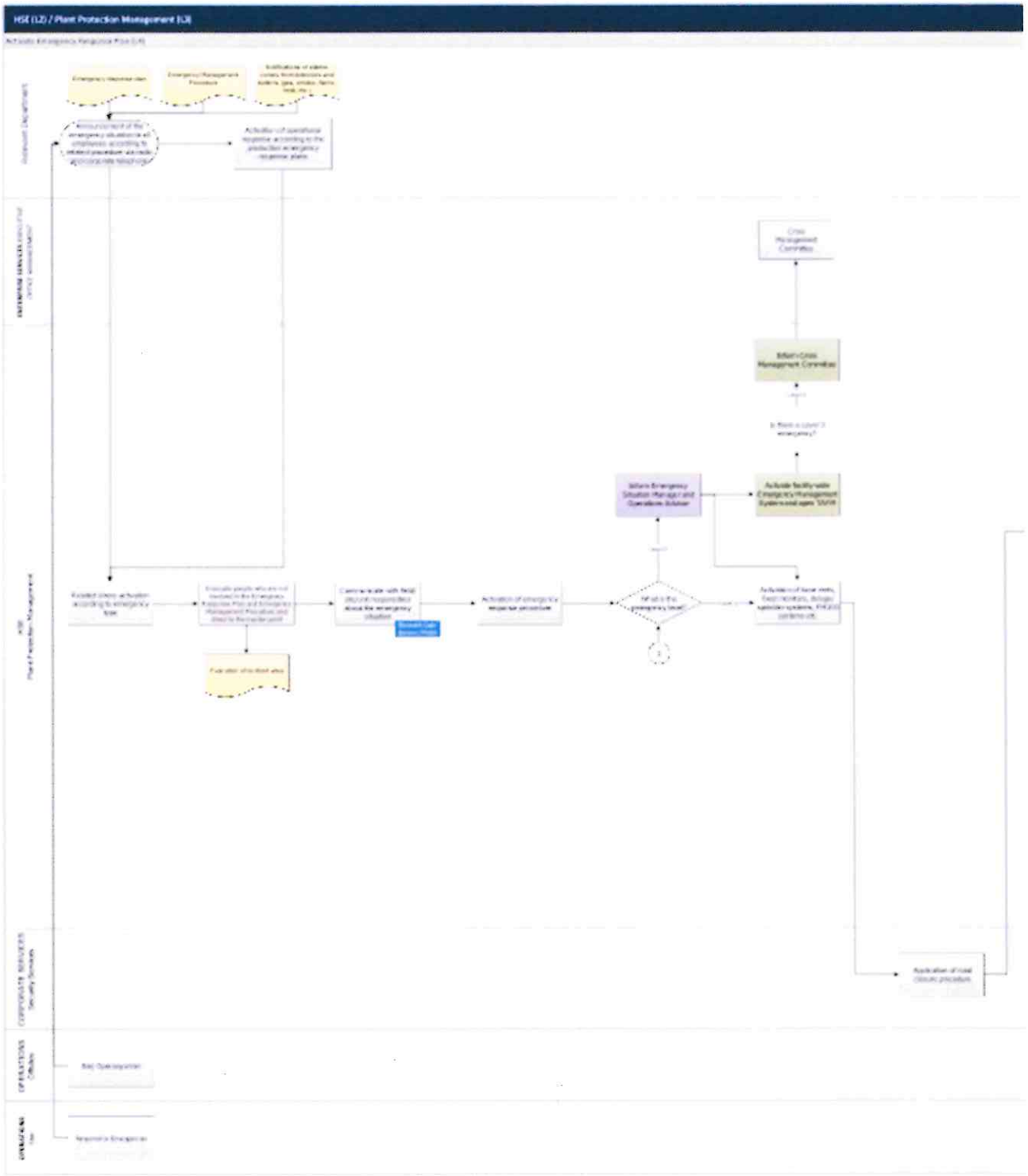
- Sender, recipient and dateUN Number
- Proper shipping name including technical name for parentheses
- Hazard labels
- Packing group number, if assigned
- Identifying information specified in IMDG Code 5.4.1.4.3
- Total mass quantity

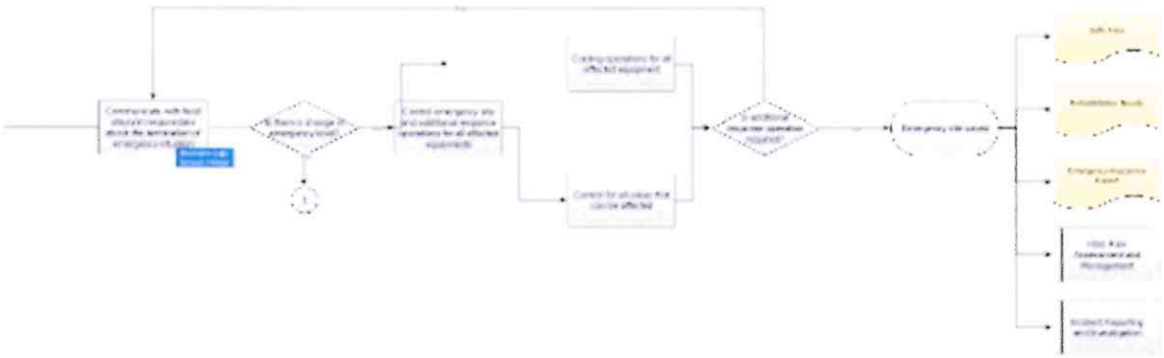
The shipper and the carrier must keep a copy of the dangerous goods transport document and the additional information mentioned in the IMDG code for at least 3 months. This information may also be stored electronically.

Documents that must be on board

In accordance with SOLAS Regulation VII/4.2 and MARPOL Annex III Regulation 4.2, as amended, each ship carrying dangerous cargo and marine pollutants shall have a special list, manifest* or stowage plan indicating the names and locations of dangerous cargo (except dangerous cargoes in exceptional packages of class 7) and marine pollutants.

6. Hazardous loads emergency response action flow diagram





7. Emergency contact information

FIRE ALARM (DOMESTIC LINE)	3333
HEALTH SERVICE (DOMESTIC LINE)	4444
SECURITY (HOMELINE)	2411
OTHER EMERGENCIES (DOMESTIC LINE)	2226
FIRE BRIGADE	110
ALİAĞA STATE HOSPITAL	0 (232) 616-8787
MENEMEN STATE HOSPITAL	0 (232) 832-5859
AMBULANCE	112
POLICE EMERGENCY	155
GENDARMERIE COMMAND	0 (232) 616-1982
ALİAĞA SECURITY DIRECTORATE	0 (232) 617-0697
COAST SECURITY COMMAND	0 (232) 616-8137
ALİAĞA REGIONAL PORT PRESIDENCY	0 (232) 616-1993 - 99

ENVIRONMENTAL FACILITY 1

PETKIM HOLDING A.S.	0 (232) 616 12 40

ENVIRONMENTAL FACILITY 2

TURKEY PETROLEUM REFINERIES INC. (TÜPRAŞ)	0 (232) 498 55 55

ENVIRONMENTAL FACILITY 3

SOCAR TERMINAL - CONTAINER PORT	0 (232) 455 65 55

ENVIRONMENTAL FACILITY 4

NEMPORT PORT	0 (232) 618 30 01

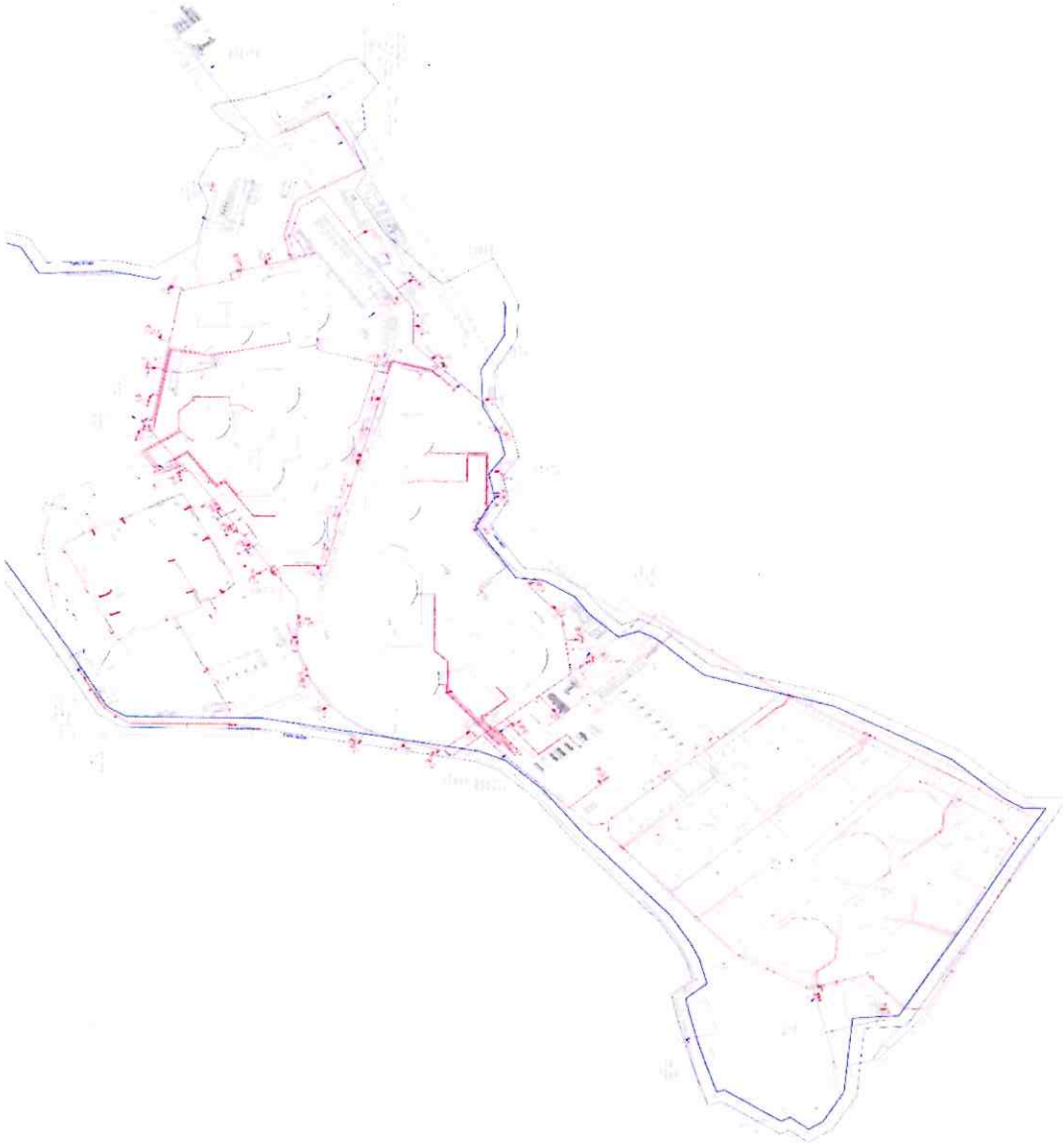
EMERGENCY DIVING SERVICE

SUKKOT UNDERWATER SERVICES	Phone :0 (232) 616 04 07

EMERGENCY RASH SERVICE

NRC	0 (533) 160 60 02

8. Instructions for use with the locat ions of emergency equipment



9. Shore resort rules

Operators of coastal facilities holding a Dangerous Goods Compliance Certificate shall comply with the following rules.

- If the storage of dangerous goods in the area where they are unloaded at the pier or dock cannot be ensured, the operators of the coastal facility shall ensure that these substances are transported out of the coastal facility as soon as possible without being kept in the port area.
- Coastal facility personnel, seafarers and other persons authorized to transport dangerous goods shall wear protective clothing appropriate to the physical and chemical characteristics of the cargo during loading, unloading and storage.
- Persons who will fight fires in the hazardous materials handling area shall be equipped with firefighter equipment and shall have fire extinguishers, first aid units and equipment ready for use at all times.
- Coastal facility operators prepare an emergency evacuation plan for the evacuation of ships and sea vessels from coastal facilities in case of emergency and submit it to the port authority for approval.
- Coastal facility operators are obliged to take fire, safety and security measures.
- Coastal facility operators shall have the matters specified in this article approved by the port authority and announced to the relevant persons.
- According to the Regulation on Training and Authorization under the International Code on Dangerous Cargo Transported by Sea, it does not allow personnel who do not have the necessary training and certificates to work in dangerous goods handling operations and to enter the areas where these operations are carried out.

11 Leakage areas and equipment for CTU and Packages, entrance/exit drawings

N/A

12 Inventory of Port Service Ships

There is no service ship in the facility inventory.

13 Marine coordinates of the administrative borders of the Aliağa Regional Port Authority, anchorage areas and the pilot's disembarkation/embarkation points

A) Port administrative area border

The port administrative area of Aliağa Regional Port Authority is the line connecting the coordinates (a) and (b) below, followed by the line drawn from the coordinate (b) to the true west (270°) direction and the line connecting the coordinates (c) and (d) and the following (d) It is the sea and coastal area between the line drawn from the) coordinate to the true west (270°) direction and bounded by the adjacent Turkish territorial waters.

a) 38° 55' 00" N – 026° 51' 12" E (Bone Nose)
b) 38° 54' 00" N – 026° 50' 21" E (Black Island)
c) 38° 45' 12" N – 026° 51' 24" E
d) 38° 46' 30" N – 026° 51' 24" E

B) Anchorage areas

a) Anchorage area no. 1: The anchorage area of fuel oil ships and military tankers operating on the cabotage line is the sea area formed by the following coordinates.
1) 38° 49' 00" N – 026° 57' 48" E
2) 38° 49' 00" N – 026° 58' 24" E
3) 38° 49' 39" N – 026° 58' 24" E
4) 38° 49' 39" N – 026° 57' 48" E

b) Anchorage area no. 2: The anchorage area of ships not carrying dangerous cargo and military ships is the sea area formed by the following coordinates.
1) 38° 53' 00" N – 026° 59' 30" E
2) 38° 52' 12" N – 026° 59' 30" E
3) 38° 51' 36" N – 026° 57' 48" E
4) 38° 53' 00" N – 026° 57' 48" E

c) Anchorage area no. 3: The anchorage area of ships carrying dangerous cargo, military ships operating with nuclear power, ships to be quarantined and ships that will carry out degassing is the sea area formed by the following coordinates.
1) 38° 53' 00" N – 026° 57' 48" E
2) 38° 53' 00" N – 026° 56' 00" E
3) 38° 51' 36" N – 026° 57' 48" E

ç) Anchorage area no. 4: The anchorage area of ships that do not carry dangerous goods and military ships is the sea area formed by the following coordinates.
1) 38° 44' 42" N – 026° 53' 30" E
2) 38° 44' 42" N – 026° 52' 54" E
3) 38° 45' 54" N – 026° 51' 48" E
4) 38° 45' 54" N – 026° 53' 00" E

d) (Amendment: OG-27/2/2013-28572) Anchorage area 5: The anchorage area of ships not carrying dangerous cargo and military ships is the sea area formed by the following coordinates.

1) 38° 47' 39" N – 026° 52' 30" E
2) 38° 48' 24" N – 026° 52' 18" E
3) 38° 48' 24" N – 026° 53' 42" E
4) 38° 47' 39" N – 026° 54' 12" E

e) (Amendment: OG-27/2/2013-28572) Anchorage area 6: The anchorage area of ships carrying dangerous cargo, military ships operating with nuclear power, ships to be quarantined and ships that will carry out degassing is the sea area formed by the following coordinates.

1) 38° 49' 06" N – 026° 52' 06" D

2) 38° 48' 24" N – 026° 52' 18" D

3) 38° 48' 24" N – 026° 53' 42" D

4) 38° 49' 06" N – 026° 53' 12" D

f) (Amendment: OG-27/2/2013-28572) Anchorage area no 7: The anchorage area of the ships arriving in the Ship Breaking Zone is the sea area formed by the following coordinates.

1) 38° 51' 30" N – 026° 53' 30" D

2) 38° 51' 20" N – 026° 54' 12" D
3) 38° 51' 00" N – 026° 53' 24" D

C) Pilot pick-up and drop-off places

1) 38° 49' 27" N - 026° 50' 00" D
2) 38° 50' 11" N - 026° 52' 58" D
3) 38° 53' 24" N - 026° 52' 39" D
4) 38° 51' 06" N - 026° 56' 54" D
5) 38° 47' 14" N - 026° 52' 30" D
6) 38° 46' 18" N - 026° 51' 30" D

14 Emergency response equipment against marine pollution in the port facility

1- Floating Barrier and Reel
2- Hydraulic Skimmer
3- Back Blower for Floating Barrier
4- Diesel power supply for Barrier Roller
5- Electric power supply
6- Floating Barrier Anchors

LISTS OF EQUIPMENT FOUND IN NEIGHBORING ORGANIZATIONS

1- PETKİM

PETKİM located on the northern border of the terminal

1 tugboat
2 Mooring Engines
1000 meters It can interfere with fuel spills with its (250*4) barrier. The barrier is located on the tugboat, and the barrier on the tugboat can be inflated with a compressor and lowered into the sea in a controlled manner. The height of the barrier is 80 cm, 50 cm above the sea and 30 cm under the sea. There is no equipment required to pick up the spillage collected at the barrier.

2- UZMAR – Nemrut Pilot

It provides pilotage and pilotage services to ships coming to SOCAR TURKEY FUEL DEPOLAMA A.Ş.
7 Tugboats
2 Moorings
2 Guide Boats

15 Personal protective equipment (PPE) usage map

It is mandatory to use personal protective equipment (PPE) throughout the field. Related PPEs;

- Helmet- EN 397 / TS EN 397+A1
- Protective Shoes – EN ISO 20345 (S3) / TS EN ISO 20345
- Work clothes (meeting EN ISO 11612:2015 A1A2B1C1F1, EN 13034:2005, EN 1149-5:2008 standards)
- Protective Glasses - EN 166 FT / TS 5560 EN 166
- Work gloves (EN 388)
- Life jacket, auto-inflating; for use near/on water (Wharf)
- Escape Masks TS EN 136 (depending on the working position - In case of emergency)
- Headset (Diesel Generators and Fire Pumps))

16 Dangerous Cargo Incidents Notification Form

SOCAR

Olay Bildirim Formu

Doküman No: SEU-TRA-FRM-0065
Yayın Tarihi: 6.11.2024
Revizyon No: 0

Olay Açıklaması		
Olay Kayıt No	:	
Olay Yeri	:	
Olay Tanımı	:	
Olay Sınıfı	:	
Şirket - Yüklenici - Üçüncü Taraf	:	
Olay Tarihi ve Saati	:	
Olay Bildirim Tarihi	:	
Olayı Bildiren Kişi ve Firması	:	
Ekiplerin Olay Yerine İntikal Süresi (Dk)	:	
Ekiplerin Olaya Müdahaleye Başlama Süresi (Dk)	:	
Olayın Kontrol Altına Alınma Süresi (Dk)	:	
Acil Durum Toplanma Noktası'na İntikal Gerekti mi?(Evet/Hayır)	:	
Evet ise, Acil Durum Toplanma Noktası'na İntikal Süresi (Dk)	:	
Evet ise, Acil Durum Toplanma Noktası'ndaki Personelin Sayım Süresi(Dk)	:	
Olayın Özeti	:	
Fotoğraf / Video / Belge	:	
Etki (İş Sağlığı ve Güvenliği - Çevre - Ekipman Hasarı / Finansal Kayıp - İşletme Hakkı)	:	
Sonuç Şiddet Seviyesi ve Açıklaması	:	
Potansiyel Sonuç Şiddet Seviyesi ve Açıklaması	:	
Derhal Alınan Aksiyonlar	:	

Olay Zaman Çizelgesi	
Saat	Açıklama

Kök Sebep Analizi		
Olay Araştırma Ekibi	:	
Neler Kötü Gitti	:	
Neler İyi Gitti	:	
Kritik Faktörler	:	
Olası Görünür Sebepler	:	
Olası Sistem Sebepleri	:	
Öğrenilen Dersler	:	

Uygunsuzluk Düzeltici / Önleyici Faaliyetler				
Uygunsuzluk Tanımı	Aksiyon	Sorumlu	Hedef Tarih	Durumu

K.A.

Olay Zaman Çizelgesi	
Saat	**Açıklama**

Kök Sebep Analizi		
Olay Araştırma Ekibi	:	
Neler Kötü Gitti	:	
Neler İyi Gitti	:	
Kritik Faktörler	:	
Olası Görünür Sebepler	:	
Olası Sistem Sebepleri	:	
Öğrenilen Dersler	:	

Uygunsuzluk Düzeltici / Önleyici Faaliyetler				
Uygunsuzluk Tanımı	**Aksiyon**	**Sorumlu**	**Hedef Tarih**	**Durumu**

17 Control results notification form for dangerous cargo transport units (CTUs)

N/A

18 Other required annexes

N/A.

19 Dangerous Cargo Handling Guide Additional Cargo Declaration

No additional cargoes

Serkan BALCI
Dış Müşteri Bağlantılı
Terminaller Müdürü