

# Newton King Tanker Terminal Guidelines



## **1 Introduction**

This booklet has been compiled for your information and guidance.

It outlines the essential requirements for safe operations when alongside the Newton King Tanker Terminal (NKTT).

This document should be read in conjunction with Port Taranaki's Standard Conditions of Business, Vessel Planning Principles and ISGOTT.

We look forward to receiving your full co-operation during your stay at Port Taranaki.

You are requested to pay particular attention to all matters concerning safety.



Ricky Hann

**Petrochemical Manager  
Port Taranaki Limited**

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## **2 Safety Regulations**

### **2.1. Conditions of Acceptance**

- a) Port Taranaki Limited accepts vessels for cargo operations at the Newton King Tanker Terminal on the understanding that all operations are conducted safely and expeditiously, and that the terminal is vacated as scheduled.
- b) The Company reserves the right to suspend operations and require the removal of any vessel from the Terminal for:
  - (i) any breach of these NKTT Guidelines;
  - (ii) defects in vessel, equipment, manning or operations which in the reasonable opinion of the Company presents a hazard to the Company's premises, personnel or operations;
  - (iii) operational performance (appropriate to the type of vessel and operation) that fails to utilise satisfactorily the available terminal facilities, and thereby in the reasonable opinion of the Company constitutes an unacceptable constraint on the Company's operations.
- a) The Company shall not be liable for any costs incurred by a vessel, its owners, charterers or agents as a result of a refusal to load/unload all or part of a nominated shipment, delay to or suspension of loading/unloading, or a requirement to vacate the Terminal arising from these regulations.

### **2.2. Application**

These regulations are to be observed within the restricted area as defined in this document.

### **2.3. Receipt and Display of NKTT Guidelines**

Operations shall not begin until:

- a) The Master or his deputy has received and understood these regulations.
- b) The following notice in English, has been displayed in prominent positions on board, including near the access to the vessel.

**No admittance except on business  
Smoking and naked light strictly prohibited.**

- c) The Master or his deputy has signed the Ship/Shore documentation with the Tanker Terminal Duty Superintendent and cargo representative, certifying that all matters relating to safe operations have been agreed.

## **2.4. Definitions**

In these guidelines, the following words and expressions have these meanings:

### **2.4.1. Approved Apparatus**

Equipment of a type that has been tested and approved by an appropriate authority (e.g. government department, or classification society, or the Company).

### **2.4.2. Company**

Company means Port Taranaki Ltd, its duly authorised employees, contractors, consultants and other persons who may be delegated specific duties

### **2.4.3. DUKC**

Dynamic under Keel Clearance. This is a system managed by the Port Taranaki Marine Services Division which allows a vessel to exceed the 10.0m maximum allowable draft and transit the harbour in that condition.

### **2.4.4. Hot work**

Work involving sources of ignition, or temperatures sufficiently high, to cause the ignition of a flammable gas mixture. This includes any work requiring the use of welding, burning or soldering equipment, blowtorches, power driven tools, portable electrical equipment which is not intrinsically safe or contained within an approved explosion-proof housing, sandblasting equipment, or internal combustion engines.

### **2.4.5. Inert Gas**

A gas such as nitrogen or carbon monoxide or a mixture of gases, containing insufficient oxygen to support the combustion of petroleum.

### **2.4.6. Intrinsically safe**

An electrical circuit or part of a circuit is intrinsically safe if any spark or thermal effect produced normally (that is by breaking or closing the circuit) or accidentally (e.g. by short circuit or earth fault) is incapable, under prescribed test conditions, of igniting a prescribed gas mixture.

### **2.4.7. LPG**

Liquefied Petroleum Gas - mainly propane and butane and can be shipped as a mixture or separately.

### **2.4.8. Main Deck**

The main deck of a tanker is the steel plating forming the top of the cargo tanks, cofferdams and pump rooms. For the purposes of these NKTT Guidelines, the main deck shall be deemed to include a weather deck if fitted, and the structure, fittings and insulation of cargo tanks situated partially or totally above the main deck.

### **2.4.9. Master**

Shall be understood to mean the Master of a vessel or his duly authorised deputy.

### **2.4.10. Naked Lights**

Unconfined flames and fires, exposed incandescent material, lamps or electrical equipment of a non-approved design. Equipment likely to cause sparking shall be treated as a naked light.

### **2.4.11. Operations**

The loading, discharging and transfer of petroleum or any other bulk liquids, ballasting, deballasting, bunkering, tank cleaning and gas freeing.

#### **2.4.12. Petroleum**

Crude oil and its derivatives, whether solid, liquid or gaseous. Volatile petroleum shall be any petroleum having a flash point below 60°C, as determined by closed cup method of testing. Non-volatile petroleum shall be any other petroleum product. For the purposes of these guidelines, petroleum shall include any chemical product.

#### **2.4.13. Responsible Ship's Officer**

The master or any officer to whom the master may delegate responsibility for any operation or duty.

#### **2.4.14. Restricted Area**

The area enclosed within the Terminal's inner boundary fence and the area enclosed with an imaginary line 50m outward of the Tanker Terminal.

#### **2.4.15. Small Craft**

Any tug, workboat, lighter or other non-tank vessel not exceeding 100 GRT.

#### **2.4.16. Superintendent**

The person appointed by the Company to coordinate and manage day to day Terminal operations. Superintendents remain on duty throughout cargo operations and are responsible for ensuring compliance with both international and local regulations. To fulfil this duty, they will visit vessels from time to time and conduct periodic vessel inspections.

Superintendents can assist with any cargo or shipping problems and provide an interface between the vessel and the Terminal. All requests for tending moorings should be directed to the Superintendent - call sign "Harbour Base". A radio watch is maintained on cargo operating frequencies.

#### **2.4.17. Tanker**

A ship in which the greater part of the cargo space is constructed or adapted for the transportation of liquid petroleum or chemicals in bulk, including a combination carrier when being used for this purpose.

#### **2.4.18. Terminal**

Means the Newton King Tanker Terminal.

#### **2.4.19. Wharf Operator**

A person appointed to operate the equipment on the terminal and provide first line communication with the ship.



### 3 General Information

The Newton King Tanker Terminal consists of a single concrete finger jetty comprising two berths. The terminal handles a wide-variety of petroleum and chemical products for both import and export. Vessels are normally berthed 'bow out'. Shore moorings may be provided at the discretion of PTL. See section 3.1 for more information on moorings

#### 3.1. Dimensions and Berthing Parameters

Length of Berth	292 metres
Dredged Depth	13.5 metres
Maximum draft alongside (at any time)	12.5 metres
Maximum displacement	66,000 tonnes
Maximum beam	35 metres
Maximum length	211 metres
Wharf Deck Level - Nominal Design	19.000 metres (above sea bed)

Note: All transits in the harbour in excess of 10.0m MUST be undertaken using the DUKC system, the use of which requires a contractual agreement which must be agreed to well in advance of the proposed transit. Details of the DUKC usage and requirements are available on the Port Taranaki website. An application must be made to the Harbourmaster in excess of 10.0m.

Maximum stern to loading arm:		
1	Methanol Arm Outer	125 metres
2	Port Taranaki Arm	118 metres
3	Methanol Arm Inner	111 metres
4	Crude - Condensate Arm	102 metres
5	LPG	72 metres

Maximum bow to loading arm:		
1	Methanol Arm Outer	*90 metres
2	Port Taranaki Arm	97 metres
3	Methanol Arm Inner	104 metres
4	Crude – Condensate Arm	113 metres

\* conditions apply > 90 metres

Fresh water	20 tonnes per hour approx.
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### **3.2. Loading Arm Information**

Loading Arm	Manifold Size inches	Maximum Loading Rate tonnes per hr.	Extreme Reach metres	Drift / Sway Side to Side metres	Drift / Sway Vertically metres
METHANEX - Methanol Outer	10"	1400 tph	19.6 m	4.7 m	16.5 m
PTL - Distilled Products	12"	1400 tph	20.0 m	3.0 m	20.0 m
METHANEX - Methanol Inner	12"	2200 tph	21.38 m	25° from centre line	19.5 m
OMV- Condensate & Crude	12"	1800 tph	20.0 m	3.2 m	18.5 m
LIQUIGAS - LPG	6"	170 tph	12.25 m	3 / 3 m	13 m

*NB - Drift/sway side to side figures taken at edge of wharf each side of arm centre*

### **3.3. Shore Leave**

When disembarking or going ashore do not loiter in the vicinity of moorings. Under heavy swell conditions mooring restraint forces can be substantial - where possible use marked walkways and proceed directly to the terminal pedestrian gate. Use adjacent berth if possible. NO use of cell phones or camera on the Terminal.

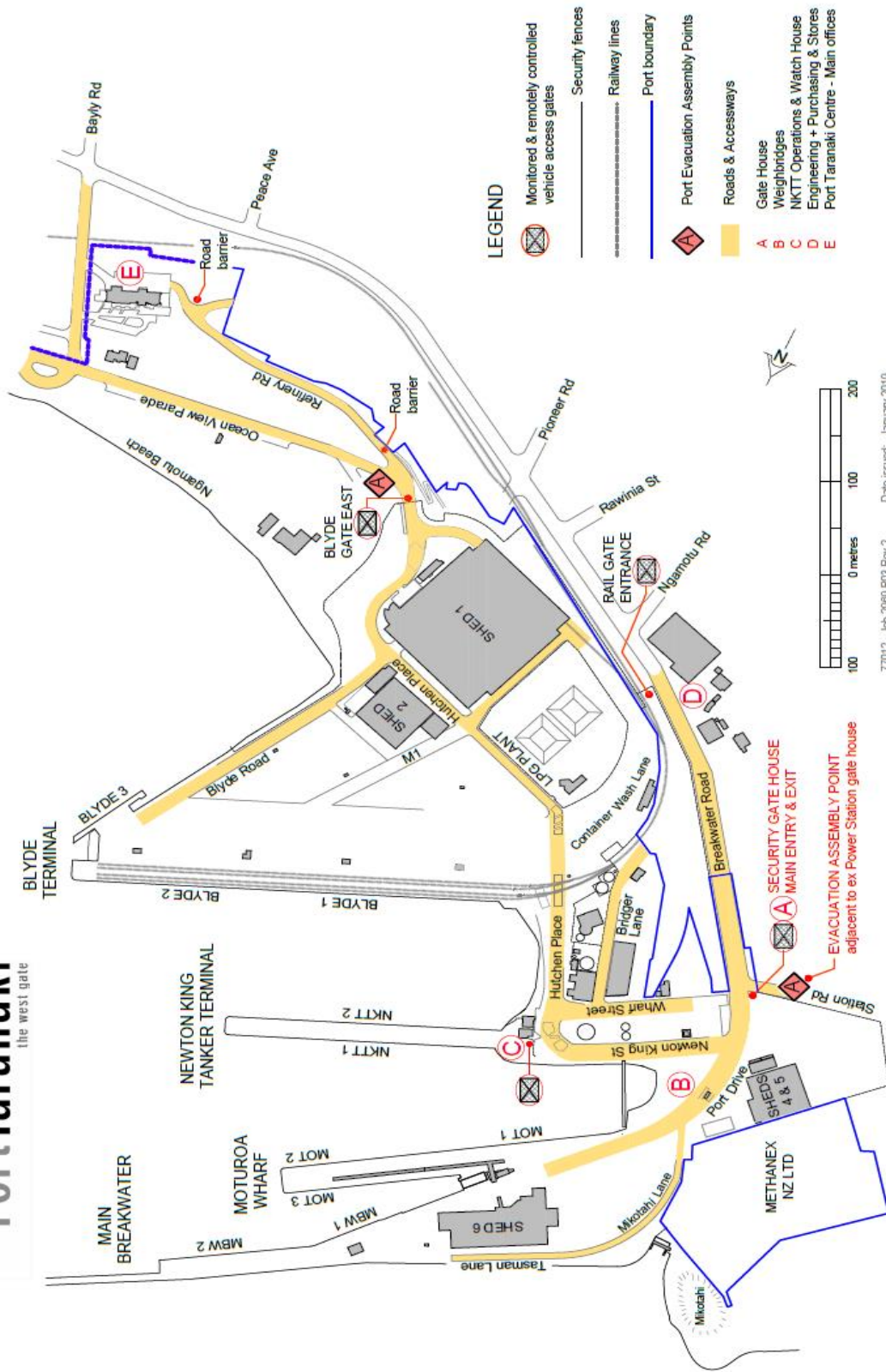
### **3.4. Incident, Accident and Hazard Reporting**

Port Taranaki requires the reporting of any unsafe act, near miss or identified hazard to assist in the management of health and safety on the terminal. All such reports contribute to workplace monitoring and provide information for hazard control purposes.

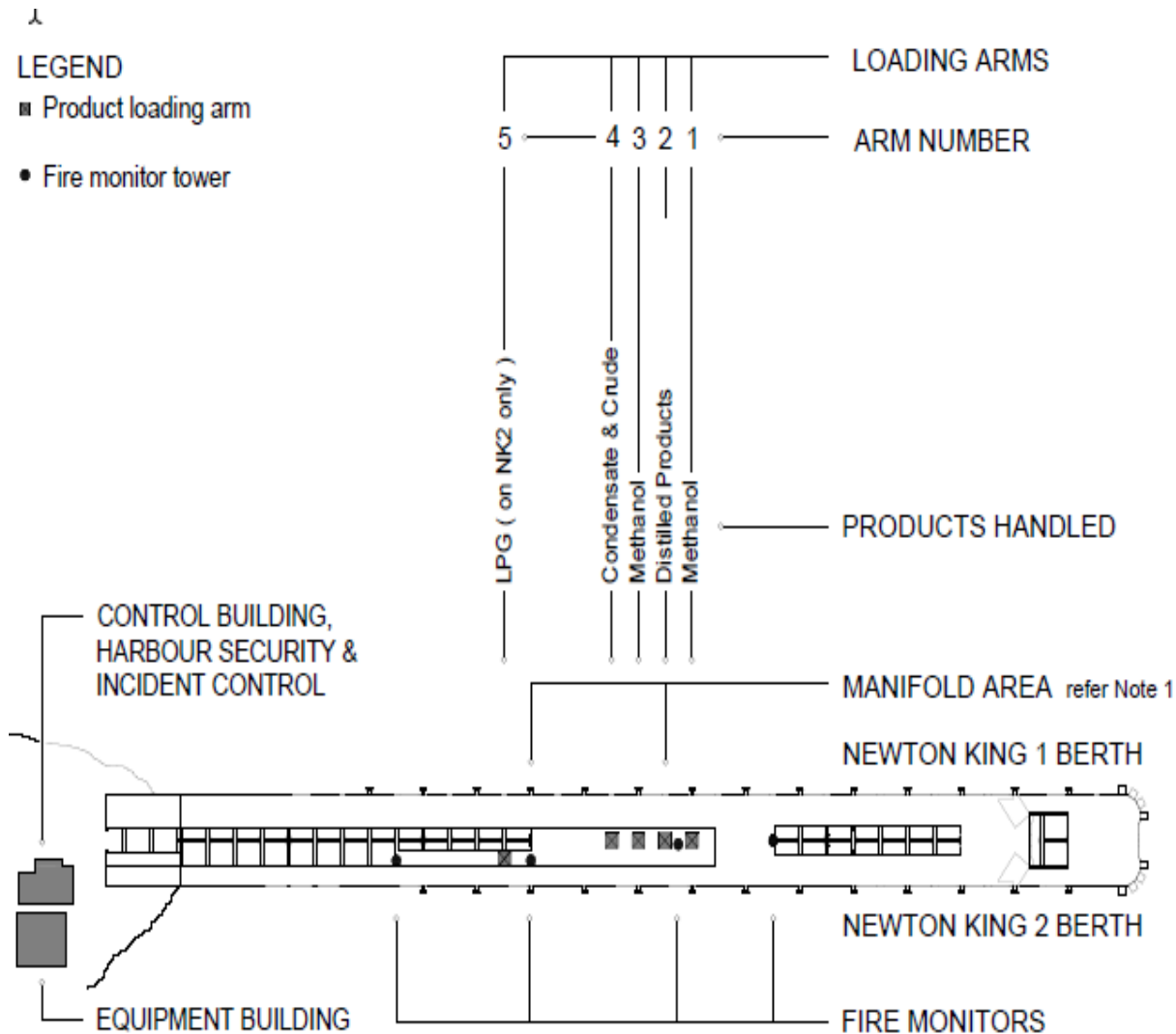
When visiting the terminal, no job is so urgent or important that personal health and safety can be set aside.

**“HEALTH AND SAFETY IS GOOD BUSINESS”**

### 3.5. Port Taranaki Operational Area Map



### 3.6. Newton King Tanker Terminal Diagram

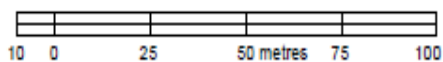


#### NOTE 1

The manifold area services the following products:  
White Oil, Bitumen, Caustic, Nitric Acid and Tallow

#### NOTE 2

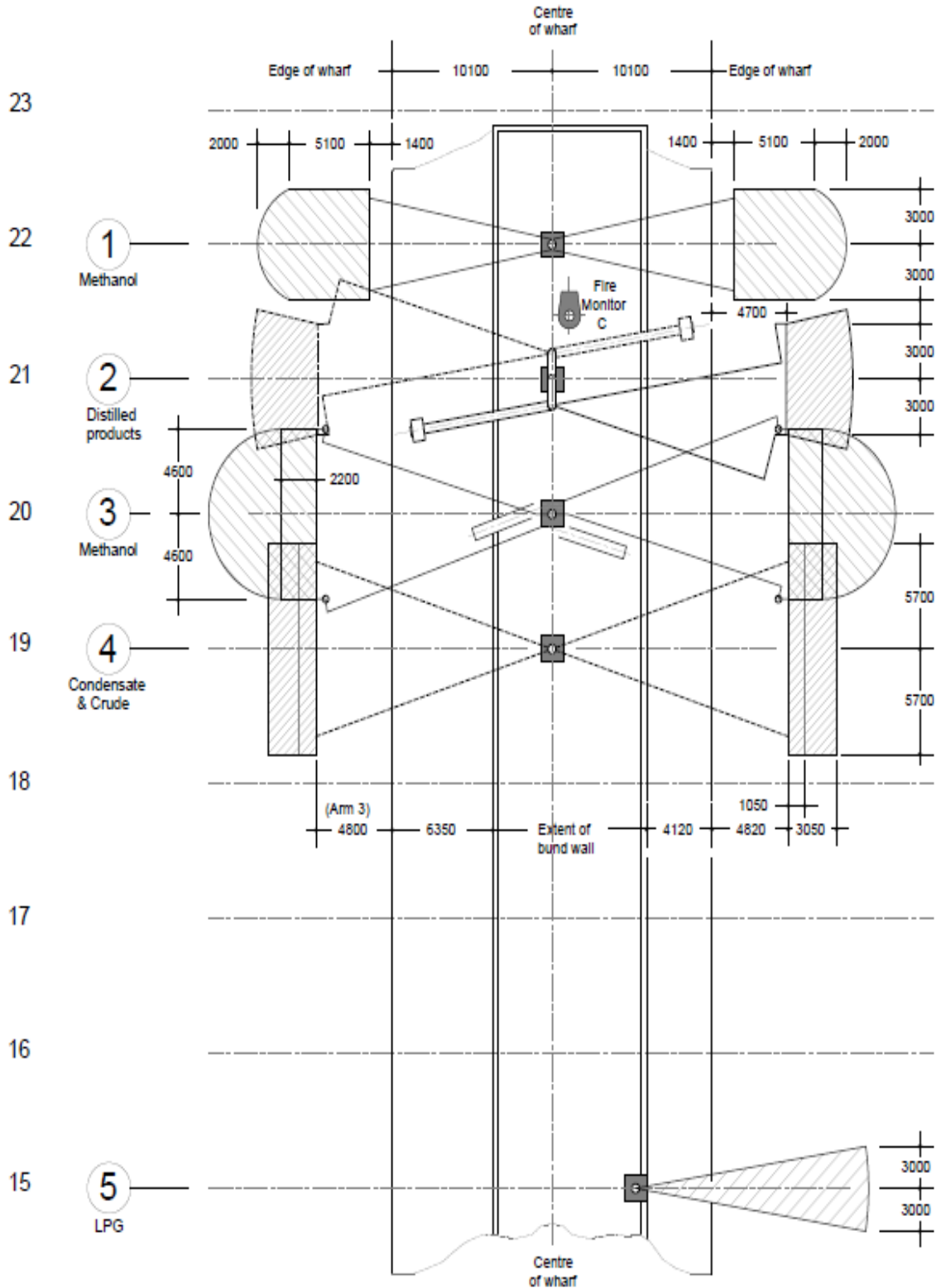
Maximum vessel dimensions - both berths.  
Draught: 12.5 metres (?)  
Beam: 35 metres  
Length: 211 metres



3006-P02 Meridain 11573

### 3.7. Loading Arm Operational Envelopes Diagram

BENT No.	LOADING ARM No.	LOADING ARM OPERATIONAL ENVELOPES
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Job 3006-P01 Meridian 11572

## **4 Guidelines**

### **4.1. Mooring of Vessels**

Vessels are normally berthed bow towards the port entrance and shall provide gangways inshore of manifolds and hose connections. Only mooring staff are allowed onto the allocated berth during the mooring and unmooring of a vessel.

A standardised "mooring pattern" that is in line with industry recommendations should be followed on every vessel berthing at Port Taranaki.

#### **The generic mooring layout should always be:**

2 Spring Lines + 4 Head/Stern Lines

ShoreTension® may be deployed as a supplement to ship's lines to reduce loads on the mooring lines. Centre leads and bitts should be kept free of ship's lines to deploy ShoreTension® lines.

The final mooring arrangement and the order of deploying the lines have to be agreed with the Pilot on arrival. Spring Lines are generally the first lines to be deployed in order to position the vessel.

Port Taranaki personnel are responsible for monitoring the tension of ShoreTension® units.

Masters shall ensure that all ship's lines are kept tight. Ship's crew must not adjust ShoreTension® lines.

### **4.2. Shore Tension® Mooring Information**

Questions on the use and capability of ShoreTension® at Port Taranaki

#### **1. What is the class approval for the ShoreTension® Units?**

- a. Lloyds provide the approval of the ShoreTension® Units.

#### **2. What standard is applied and what tests are conducted associated with ShoreTension® Units?**

This is outlined in three reports in the attachments – to provide assurance on the intrinsically safe parameters of the units:

- a. Lloyds E Certificate Report – Unit 8120684
- b. Lloyds Visit Report - Unit 8120684
- c. Certificate of Conformity from the International Electro technical Commission – Unit Verification for explosive atmospheres.

#### **3. What is the Safe Working Load that these units are operated at?**

- a. The Units are rated to restrain ships up to 60tons of tension.
- b. Port Taranaki operate the entire system at a SWL of 35 tons.

#### **4. What other equipment is used and what are the limits?**

The equipment used in addition to the ShoreTension® rams is:

- i. Snatch Block with a SWL of 132tons
- ii. Dynema lines at a specification of 148mbl 12x12strand.

## **5. How is the equipment monitored and by who?**

- a. The equipment is configured for each vessel with one unit forward and aft.
- b. It is a requirement for the vessel to nominate their pre arrival status on the VAIS which in the case of tankers includes nomination of the manifold.
- c. The units send via GPS the load being experienced and these are monitored at the Port Taranaki Control Centre at the Newton King Wharf and Port Taranaki Mooring staff.

## **6. Are ships' moorings required?**

- a. Yes, ships' lines are the primary mooring system.
- b. A mooring plan is prepared and communicated to the master on arrival.
- c. This is presented at the post pilotage review with the master.
- d. Shore Tension is a supplement to ship's lines to reduce loads on the mooring lines.
- e. Ships' lines are required to kept tight at all times.

### **4.3. Gangways and Access**

Masters of vessels shall provide a means of safe access between the Terminal and the vessel, which shall when necessary include an upper platform and bulwark ladder to provide safe access to the ships deck. The means of access shall be provided with approved stanchions, guard ropes, securing lines and safety netting, and shall be adequately illuminated and maintained in a clean and well-tended condition.

Masters shall ensure that safe access is provided to safe working areas in all parts of the vessel to which shore personnel require access in the course of their normal duties.

### **4.4. Conditions to be observed during operations**

- a) Sufficient crew must remain on board under the continuous supervision of a responsible officer to control routine operations and any emergencies. Ships must declare their Minimum Manning Policy prior to commencing cargo operations.
- b) An officer with good command of the English language, equipped with an intrinsically safe portable UHF radio tuned to the ship/terminal communication channel, must be on duty at all times. All external doors, portholes and openings in the after accommodation leading onto or overlooking the tank deck must be closed.
- c) Air conditioning and ventilator vents that may permit the entry of cargo vapours into accommodation spaces must be closed.
- d) All cargo lids shall be kept closed and secured except when specific permission is granted to open them by the Duty Superintendent. This permission will only be granted in respect of tanks requiring inspection, preparation or repairs to enable them to be used. Cargo tanks not being used shall be kept closed and secured. All cargo and bunker hose connections shall be securely blanked when not in use.
- e) Sighting and ullage ports must be closed when not in use.
- f) The venting of cargo tanks must only take place through the vessel's fixed venting system.
- g) The responsible ship's officer shall give verbal notice to the wharf operator 30 minutes before the completion of any operation.



- h) Every vessel must be maintained in a state of readiness for vacating the berth at short notice, except in cases of approved repair work authorised by the Port Authority.
- i) Cargo machinery spaces and control room ventilation systems must be started before commencement of operations and the atmosphere maintained at a positive pressure throughout.
- j) The carrying of matches and lighters is prohibited.
- k) The use of naked lights is prohibited.
- l) Two extinguishers shall be placed adjacent to the vessel's manifold.
- m) Any deviation from the agreed cargo handling plan must be discussed and agreed upon in writing by the parties involved.
- n) The vessel must display between sunrise and sunset the prescribed Flag "B" of the International code and between sunset and sunrise the prescribed all round red light.
- o) In the event of any leakage all operations must be stopped immediately until the cause has been ascertained, the defect remedied and all hazards from the spill or vapour release eliminated.
- p) Any leakage or spillage must be reported immediately to the duty superintendent.
- q) Smoking is not permitted except for agreed upon areas of the vessel which have no openings onto the main deck. The entire Port operational Area is a no smoking area.
- r) The Master must ensure that the Port Taranaki emergency procedures are understood by all on board. Should fire break out on the vessel the Master shall make an immediate signal by continuous sounding of the ship's whistle supplemented by the sounding of the fire alarm and shall notify the Terminal Duty Superintendent.
- s) The use of cranes and derricks in close proximity to shore loading arms is prohibited. Suspended loads shall wherever practical have tag lines attached so that swinging loads can be controlled at all times.
- t) No entry is permitted into any ship's tanks whilst alongside the jetty or within the port limits unless:
  - i. A signed gas free certificate issued by a competent and approved chemist has been obtained; and
  - ii. Permission is obtained from the Superintendent.

#### **4.5. Fire Precautions**

The vessel's firefighting equipment, including main and emergency fire pumps, shall be ready for immediate use. The fire main system should when practicable be pressurised whilst alongside.

Two fire hoses fitted with jet/fog nozzles shall be uncoiled and connected to the fire main on the main deck.

An international shore connection shall be made available by the vessel in the vicinity of the gangway. The ship's firefighting plan shall also be available adjacent to the gangway.

#### **4.6. Preventing of Sparking and Excessive Funnel Smoke**

Opening and closing hatches and connecting loading hoses or arms, and any other operation on deck involving the use of metal hand tools, shall be carried out in a manner which avoids the generation of sparks.

Soot blowing, and excessive funnel smoke is prohibited. Immediate steps must be taken to eliminate sparking from funnels.



## **4.7. Environmental Limitations for Vessels Berthed at NKTT**

### **4.7.1. Wind**

- a) Marine loading arms (MLA'S) on the terminal have specific design operating and manoeuvring limitations. Refer to owner's operation manuals for this data.
- b) In general, however, the Company has designated an average wind speed of 35 knots to be the upper limit for safe continuation of cargo transfer.
- c) Similarly, the Company has designated an average wind speed of 40 knots to be the upper limit for safe manoeuvring of MLA's.
- d) If wind speeds escalate above the 40-knot limit before the arm can be removed the recommendation is to leave the arm connected or stowed as the case may be.
- e) Un-berthing is at the New Plymouth pilot's discretion based on weather forecasting data and consultation with the Harbourmaster.
- f) In still air conditions loading vessels may be required to stop operations if the terminal's gas detection system is indicating the presence of flammable gases or concentrations of vapours that are exceeding or approaching safe working limits. Monitoring is done by a fixed head infra-red detection system located strategically along the two berths. The system consists of 27 detectors calibrated for flammability and 5 calibrated for toxicity detecting Methanol.
- g) Real time wind speed and direction is transmitted to NKTT Operations room from an anemometer situated on the seaward end of the Lee Breakwater.

### **4.7.2. Swell**

Newton King Tanker Terminal is a finger jetty, located centrally in the wider port basin and subsequently is exposed to relatively uninterrupted sea and swell conditions. Infragravity excitation or Long Period Wave (LPW) is a regularly encountered phenomenon and to this end Port Taranaki deploys a shore based mooring system for all ships. See 3.1 Mooring of Vessels. These moorings are designed to cope with vessel movement. Monitoring of, and adjustments to, the shore moorings is initiated by the Terminal Superintendents who are on duty 24/7 during cargo transfer.

Port Taranaki utilises a seven-day forecasting service. As well as wind speed and direction, swell conditions and long period wave heights are also predicted. If conditions indicate an adverse LPW height, shipping may be postponed, or cargo operations may be stopped. Real time weather data is continuously available at NKTT.

### **4.7.3. Lightning**

Electrical storms constitute a high hazard to cargo operations. All storms are tracked and monitored from the Tanker Terminal operations room. If a storm system is approaching the port, cargo operations will be stopped well prior to its arrival and not resumed until deemed safe by the Terminal Superintendent. Marine weather forecasts are monitored, and weather warnings are generated by the Taranaki Regional Council. See also; PRO 0051 the Port Taranaki Emergency Response Plan.

### **4.7.4. Tsunami**

Tsunami warnings are generated locally by the Taranaki Civil Defence unit and nationally by the Emergency Response Radio Room at Avalon in Wellington. Warnings are based on information received from International Tsunami Watchers and conditions observed closest to the epicentre. In the event of a Tsunami warning for Taranaki coastlines the port may be cleared of all vessels and personnel may be evacuated to higher ground. In the event of a locally felt earthquake, cargo transfer may be stopped while integrity checks are carried out on shore systems and plant.

#### 4.7.5. Noise

Noise from vessel operations shall comply with the consent conditions in the local by-laws as imposed by the local authority. Noise complaints from port neighbours and users shall be recorded and acted upon accordingly.

<b>Port Taranaki Noise Limits</b>		
At any Point Landward of the Port Noise " <b>inner</b> " control boundary	Day-night average sound level over a period of 5 consecutive days	65dBA Ldn
	Any day between 10pm to 7am	<b>60BA<sub>Leq</sub></b> (9hr) provided that no single 15 minutes sound measurement level shall exceed <b>85BA L<sub>max</sub></b>
At any Point Landward of the Port Noise " <b>Outer</b> " control boundary	Any day between 10pm to 7am	<b>55BA<sub>Leq</sub></b> (9hr) provided that no single 15 minutes sound measurement level shall exceed <b>75BA L<sub>max</sub></b>

#### 4.8. Repair Work

Repairs which require immobilisation of the vessel's main engine can only be undertaken with the express permission of the Port Authority.

**At no time is your vessel to be immobilised without prior permission.**

Hot work cannot be undertaken without written permission from the Petrochemical Manager or Superintendent.

Cold work is permitted alongside providing activities do not interfere with cargo operations and are conducted safely without risk to personnel, plant or the environment. In all cases, except for routine work of a non-hazardous nature, permission must be requested from the Superintendent.

#### 4.9. General Cargo and Stores Handling

The handling of any form of packaged cargo/stores will be permitted only with the specific approval of the Superintendent. Prior agreement must also be obtained on location and lift procedures

For the handling of stores the Company has available a special purpose vehicle, certified for use in hazardous locations and equipped with a "Hiab" hydraulic boom suitable for most storing requirements.

#### 4.10. Landing of Materials

No materials may be landed from ships unless:

- a) Permission has been granted by the Superintendent;
- b) Any necessary Customs, Excise or MPI approval has been granted; and
- c) Arrangements have been made for the prompt removal of landed material from the Company's premises. Any material landed from a ship shall be deposited ashore in a manner which will meet with the approval of the company.

If prompt removal does not take place, the Company shall have the right to initiate any necessary removal or disposal and shall not be liable for any losses or damage so incurred. All charges will be for the ship's account.

#### **4.11. Emergency Procedures**

In the event of an emergency please follow the directions contained in appendix 1

#### **4.12. Movements of Tugs and other Craft**

During operations no vessel or small craft shall be allowed alongside the vessel unless approval has been given by the Superintendent.

When tugs or other craft are alongside or assisting a ship, all cargo system openings must be closed unless the tanks are gas free.

#### **4.13. Divers**

All requests for diving shall be approved the Port Authority

Divers shall only enter the waters in the immediate vicinity of the Terminal under the following conditions:

- a) A company permit has been issued covering the work to be undertaken;
- b) All divers are commercial divers; and
- c) Controls have been agreed by the Port Authority.

#### **4.14. Tank Washing and Gas Freeing**

Tank washing and gas freeing of cargo tanks is unlikely to be approved due to the risks involved.

#### **4.15. Health Hazards**

Masters are cautioned that certain products handled at this Terminal are subject to particular handling restrictions as defined in the International Chamber of Shipping Tanker Safety Guide for Chemicals. Material Safety Data Sheets for all products being handled shall be displayed in the Cargo Control room of the ship and at the Tanker Terminal foyer.

Masters are responsible for ensuring that the hazards of such products are known by the crews and that all applicable precautions are taken in their handling.

#### **4.16. Use of Cellular Telephones, Devices and Cameras**

Cell phones and other non-approved battery-operated equipment such as cameras and radios **must not be used outside the vessel's accommodation block or on the terminal**. In those circumstances where ships' agents wish to board a vessel their cell phone must be switched off until he/she is within the accommodation block of that vessel. All persons transiting the terminal must have all non-IS equipment turned off. Devices such as Fit bits and smart watches are not Ex rated and therefore not permitted on the Terminal.

#### **4.17. Visitors**

The Company does not permit visitors to board vessels berthed at the Terminal. Those persons with legitimate business interests who wish to board vessels will however be permitted, subject to induction and at the discretion of Terminal staff.

A departure from this regulation in respect of casual visitors may only be granted by the Petrochemicals Manager and/or Duty Superintendent.

#### **4.18. Security System**

The Terminal operates a proximity card system for entry and exit from the wharf. A crew list is required 24 hours prior to a ship arriving in order that security staff can process the cards.

A box containing terminal access cards will be issued to the vessel on arrival and removed prior to departure. Instructions in the use of the cards are attached to the box.

The ship will be held responsible for the cost of cards lost or damaged through negligence.

**Ship personnel leaving the secure port area must carry seaman's ID or their passport and present these at the main gate when exiting or entering the port.**

**Port Taranaki provides a shuttle service from the berth (NKTT) gate to the main gate. No crew members are permitted to walk through the operational area of the Port.**

\* Please refer

[https://www.porttaranaki.co.nz/sites/default/files/attach/Ships%20and%20CrewShips Crew Handout 150219.pdf/Ships Crew Handout 150219.pdf](https://www.porttaranaki.co.nz/sites/default/files/attach/Ships%20and%20CrewShips%20Crew%20Handout%20150219.pdf/Ships%20Crew%20Handout%20150219.pdf) for the most up to date information.

#### **4.19. Personal Protective Equipment**

The Tanker Terminal has a dress code that is mandatory at all times, regardless of whether cargo is being loaded/unloaded or not. All persons accessing the terminal are required to wear the following:

- a) An approved safety helmet and approved safety glasses.
- b) Overalls or clothing of suitable materials providing neck to toe coverage.
- c) Approved safety footwear (the steel cap must not be exposed).
- d) All persons working within 1m from the wharf edge, indicated by the yellow line, must wear an approved personal flotation device.

**Ship's crew, accessing the berth on shore leave, are exempt from the clothing regulations above, but must not linger on the Terminal and must avoid any cargo, stores, or mooring operations.**

#### **4.20. Pollution**

- a) It is an offence to spill oil, dump garbage, emit excessive funnel smoke or discharge bilges into the harbour.
- b) All incidents in or about Port Taranaki will be investigated and prosecution by the Taranaki Regional Council could result.
- c) In New Zealand the penalties for such offences are severe.
- d) The Harbourmaster may mobilise resources to assist in the containment and cleaning up of pollution caused by a ship, without the authority of the ship's Master. In such action he shall be considered to be acting on behalf of the Master with his approval.

##### **4.20.1. Pollution avoidance**

The following requirements for pollution avoidance must be followed:

- a) During cargo and bunker transfer operations, deck scuppers must be suitably plugged to prevent oil spilled on deck escaping to the water around the vessel. Accumulations of water on deck can be drained periodically so long as scupper plugs are replaced immediately after the water has been drained off. The ship shall receive permission from the Superintendent prior to the draining of any water on deck, or the removal of

scupper plugs. The vessel will perform an inspection to ensure there is no oil in the water before the draining commences. Oily water should be transferred to a slop tank or other suitable receptacle. Swabs or other absorbent material used for mopping up spillages must be brought ashore for proper disposal.

- b) Unplugged scuppers are not to be left unattended.
- c) Any spillage or leak of cargo, fuel or oily bilge or ballast water **MUST BE REPORTED IMMEDIATELY** to the Superintendent and all operations suspended until the leakage or spill has been cleaned up to the satisfaction of the company.
- d) The Harbourmaster may mobilise resources to assist in the containment and cleaning up of pollution caused by a ship, without the authority of the ship's Master. In such action he shall be considered to be acting on behalf of the Master with his approval.
- e) Discharge of segregated ballast water is permitted subject to inspection and approval by the New Zealand Ministry for Primary Industries Biosecurity Inspector

#### **4.20.2. Discarding Material overboard**

No garbage or hazardous material shall be thrown overboard, nor shall any other objectionable material, either solid or fluid, be thrown overboard or discharged from a vessel into the harbour.

#### 4.20.3 Oil Pollution

A copy of this notice is supplied to all vessels berthing at the Terminal. Please display in a prominent location.



## OIL POLLUTION

**The Laws of New Zealand state that severe penalties may be incurred if oil or other contaminants escape into the harbour.**

**The port company must be advised of any spillage of product into the waters of Port Taranaki IMMEDIATELY.**

**Telephone 751 0200 ext. 8**  
**Or VHF channels 12 or 16**

- **IF LOADING -**  
**Open radio contact with shore immediately,**  
**to activate an Emergency Shutdown**
- **IF DISCHARGING -**  
**Shut down immediately, then open radio**  
**contact with shore**

**We are on call 24 hours a day to assist with**  
**the containment and recovery of any spillage**

**Any delay in notification will be costly -**  
**REPORT AT ONCE**

**06 751 0200 ext. 2 (Communication Centre)**  
**VHF channels 12 or 16**

#### 4.21. Smoking

Smoking is **strictly prohibited** anywhere in Port Taranaki's operational area. Smoking is also prohibited on board vessels alongside except in those spaces prescribed by the master and agreed by the terminal superintendent. Failure to comply with the foregoing regulation will involve **cessation of operations** and may result in the vessel being ordered off the berth pending a complete investigation and receipt of written assurance from the master that effective controls have been established and that these will be monitored.

## **5 Operating procedures for Shore Personnel**

### **5.1. Loading and Discharging**

- a) Day to day supervision of all operations and functions at the Tanker Terminal will be undertaken by the Company's Tanker Terminal Superintendent who shall be advised prior to any loading or discharge, product change or cessation of loading and discharge.
- b) For reasons of safety, the Petrochemicals Manager or his agent may stop loading or discharge operations or remove vessels from the terminal or both. The decision of the Petrochemicals Manager, or his agent, pursuant to this clause shall be final.
- c) Every pipeline owner shall provide the following information in writing for approval by the Petrochemicals Manager, and shall not commence operations until such approval has been given in writing:
- description of pipeline, including maximum permissible pressure and flow rate;
  - a schematic diagram of the pipeline showing location of all valves, fittings, gauges, other equipment and their control systems;
  - diagram showing loading arm operation parameters;
  - a flow diagram for all conditions of operations;
  - Confirmation of staff current certification for work being undertaken (and proof if requested by the Port Authority)
  - the liquids to be passed through the pipeline, together with their physical characteristics, IMDG classifications, UN number and details of any special hazards;
  - the complete "HAZOP" procedure shall be followed, which will include a Port Taranaki representative;
- d) An operations manual detailing the following particulars will be supplied to the Company by each cargo operative or contractor:
- pre-operations preparation;
  - arm/hose connection procedures;
  - establishing flow procedures;
  - standard flow procedures;
  - product change procedures;
  - shutdown procedures;
  - arm/hose disconnection procedures;
  - post operations requirements procedures;
  - routine inspection and checks;
  - manning requirements for each of the above operations;
  - a clear and detailed explanation of any logic of electronic control systems.

None of the procedures, having been approved by the Petrochemicals Manager, shall be changed without his approval.



## **5.2. Operational Personnel**

- a) All such personnel shall be approved by the Petrochemicals Manager once a declaration that such staff hold valid certifications, their general training and experience are suitable for undertaking safe and efficient operations in a High Hazard Zone and they have attended a basic fire-fighting course by an approved training organisation

They shall go through the NKTT Familiarisation Plan and Checklist and have the relevant safety items signed off by the NKTT Duty Superintendent.

- b) General training and instruction must include:

- a thorough knowledge of the safety features of the Terminal and their use;
- a thorough knowledge of the various products being handled on the Terminal and their hazards;
- an understanding of the behaviour of the liquids and gases which may be encountered;
- an understanding of the way in which spills and minor fires should be dealt with;
- instruction in actions to be taken in the event of a major fire or spill;
- in brief, a common sense approach to hazards which may exist in such a working environment.

It is not intended that training should extend to a high technical level, but to a point at which any worker authorised to be on the Terminal shall be able to carry out his/her work confidently, safely and thoroughly, under supervision, and that he/she shall be trained in the possible hazards that may be encountered to a level at which, in the event of such an occurrence, he/she will be able to act in a responsible and effective way.

Training in first-aid work for dangerous liquids is recommended.

- c) Every operation shall be under the control of a person who is fully competent in the operation of the pipeline including the ship/shore connection and in malfunctions and emergencies, such a person shall ensure compliance with all dangerous goods requirements and be conversant with the Terminal's firefighting equipment and it's operation.
- d) The number of persons to be admitted to the Tanker Terminal shall at all times be limited to those essential for undertaking the phase of operations at hand.
- e) A complete ban on alcohol and drugs is imposed on personnel working in the entire Port wide area including on the Newton King Tanker Terminal. If any crew member of a vessel working at the Tanker Terminal is seen to be under the influence of either alcohol or drugs while on duty, operations will cease immediately until the crew member has been replaced. Should a crew member arrive at the Tanker terminal security gate in a state of intoxication which could make his/her entrance to the Terminal a safety risk, the crew member shall not enter the Terminal until a ship's officer is available to escort the crew member to the vessel.

## **5.3. Bunkering**

All requests for bunkering/oil transfer shall be approved by the Port Authority

**6. Appendix**

**6.1 Emergency Procedures**

**EMERGENCY PROCEDURES**



**DO NOT HESITATE TO RAISE THE ALARM**

The port alarm is an oscillating siren which is tested every Wednesday at 1130hours

**IN CASE OF EMERGENCY**

■ Sound one or more blasts on the ships whistle, each blast of not less than ten seconds duration supplemented by the continuous sounding of the general alarm system

■ **Contact**

**Harbour Control**

**ACTION – SHIP**

**FIRE ON YOUR SHIP**

- Raise the alarm
- Fight fire & prevent spreading
- Inform the terminal
- Cease all cargo operations
- Standby to disconnect hose/arm
- Bring engines to standby

**FIRE ON ANOTHER SHIP or ASHORE**

**STAND BY & WHEN INSTRUCTED**

- Cease all cargo operations and close valves
- Disconnect hoses/arms
- Bring engines and crew to standby, ready to unberth

■ **VHF Channel 12**

■ **Phone 06 751 0200 ext. 8**

**ACTION – SHORE**

**FIRE ON SHIP**

- Raise the alarm
- Contact the ship
- Cease all cargo operations
- Standby to disconnect hose/arm
- Standby to assist fire fighting
- Inform all ships
- Implement Emergency Plan

**FIRE ASHORE**

- Raise the alarm
- Cease all cargo operations and close all valves
- Fight fire & prevent fire spreading
- If required, standby to disconnect hose/arm
- Implement Emergency Plan