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## REVISION PAGE


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				Name & Surname	Signature
1	1	Change of Directive	01.04.2016	FATİH VARDAR	
2	2	Added Duties, Added MFAG EMS procedure, Corrected Procedure	12.04.2017	LEVENT HOROZ	
3	3	1.1 -Facility Data Sheet Corrections/Update	12.04.2017	LEVENT HOROZ	
4	4	Port Activity Main Status Update.	12.04.2017	LEVENT HOROZ	
5	5	1.4 -Solid State Dangerous Cargo Safe Handling Operation Procedure Correction.	12.04.2017	LEVENT HOROZ	
6	6	1.5-Dangerous Liquids Bulk Goods Safe Handling Operation Procedure Correction.	12.04.2017	LEVENT HOROZ	
7	7	1.6. Removal of Scrap Goods Safe Handling Operation Procedure from the Guide (Repealed)	12.04.2017	LEVENT HOROZ	
8	8	1.6.1 Removal of Requirements from the Guide (Repealed)	12.04.2017	LEVENT HOROZ	
9	9	1.6.2 Removal of Handling Operation from the Guide (Repealed)	12.04.2017	LEVENT HOROZ	
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11	11	1.3.7 Correction of fumigation operations procedure	25.07.2018	AHMET CAYIK Ali MÜJDECİ IMDG	
12	12	1.5-Dangerous Liquids Bulk Goods Safe Handling Operation Procedure Correction.	12.12.2018	Ali MÜJDECİ IMDG	
13	13	Updated facility data sheet	01.02.2019	Ali MÜJDECİ IMDG	

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14	14	Added amendments under “Notification and Special Authorization Directive for Dangerous Goods Transported by Sea and Regulation on Transport of Dangerous Goods by Road”.	01.07.2019	ALİ MÜJDECİ IMDG DGSA	
15	15	Removed Bulk dangerous liquid goods procedure, Packaged dangerous goods procedure, Solid state dangerous goods procedure, Hot work procedure, and Fumigation and degassing procedure from the guide and issued as annexes	20.03.2020	ALİ MÜJDECİ IMDG DGSA	
16	16	Removed emergency guide	20.03.2020	ALİ MÜJDECİ IMDG DGSA	
17	17	Updated accident prevention policy Made additions to annexes	10.03.2021	ALİ MÜJDECİ IMDG DGSA	
18	18	Updated Fumigation and degassing procedure. Added Fumigation Operation Application Instruction. Updated Emergency Management Chart.	04.11.2021	ALİ MÜJDECİ IMDG DGSA	
19	19	Staff change added	21.04.2022	Ahmet CAYIK TMGD	
20	20	Dangerous Cargo Handling Guide updated according to the Implementation Instruction	10.06.2022	AHMET CAYIK TMGD	
21	21	An update was made in line with the principles of the Directive on the Issuance of the Coastal Facility Dangerous Cargo Conformity Certificate published with the approval of the Minister dated 31.05.2022 and numbered 330837.	29.06.2022	AHMET CAYIK TMGD	
22	22	Parsenal change	01.12.2023	AHMET CAYIK TMGD	
23	23	Operations Manager Change	27.01.2025	AHMET CAYIK TMGD	
24	24	Updated facility data sheet	03.04.2025	AHMET CAYIK TMGD	
25	25	Updated facility data sheet Mono Etilen Glicol data sheet	28.05.2025	AHMET CAYIK TMGD	

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## ABBREVIATIONS

**IMO**, International Maritime Organization

**UN**, a unique number assigned by the United Nations to be used for each chemical which may be considered as dangerous. IMDG code is the four-digit number mentioned in the 1<sup>st</sup> column of the list of dangerous goods.

**VHF**, Maritime Band Radio

**CTU CODE** Safe Loading of Cargo Transport Units

**IBC CODE** Liquid dangerous cargoes transported in bulk

**IMDG CODE**, International Code of Dangerous Goods Transported by Sea

**IMSBC Code** International Maritime Solid Bulk Dangerous Goods Code

**GRAIN CODE** Bulk cereals

**TDC CODE** Timber loads

**IGC CODE** Liquefied gases

**DGSA**, Dangerous Goods Safety Advisor

**IBC Intermedia Bulk Container**

**AFAD**, Presidency of Disaster and Emergency Management

**SDS**, Safety Data Sheet

**MOTAT**, Mobile Hazardous Waste Tracking System


**CSC** 1972 Convention for Safe Containers, as amended

**MARPOL73/78** 1973/78 International Convention for the Prevention of Pollution from Ships, as amended

**S O L A S 74** 1974 International Convention for the Safety of Life at Sea, as amended

**IMO/ILO/UNECE** Guidelines on loading cargo transport units (CTU's)

**TYUB** Dangerous Load Conformity Certificate

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## DEFINITIONS

**Packaging (packing) Group:** Means a group to which specific materials are assigned based on their degree of hazard for packaging purposes. There are 3 packing groups.

**Interface** means the dock, jetty, breakwater, pier, quay, marine terminal or a similar structure (afloat or not) to which a ship can be moored. This includes any facility or property other than the ship which is used directly or indirectly for loading or unloading of dangerous goods.

**Ministry:** Ministry of Transport and Infrastructure,

**Bulk** means the cargo which are intended to be transported in a tank secured to the deck or inside the ship or in the cargo area, which is a structural part of the ship, without a partition.

**Handling: Loading and discharge, stowing, segregation, displacement, loading and unloading in and out of a cargo transport unit of a dangerous good,** loading onto ships and unloading from ships without changing the main characteristics of the goods, and degassing and aeration in the cargo transport unit, replacing and repairing, cleaning, and similar procedures of the cargo transport unit and packaging for transport,

**Handler:** Real persons or entities carrying out the handling procedure,

**Flexible pipe** means the flexible hose and end connectors involving the tools with sealed ends used for the purpose of transferring dangerous goods.

**Fumigation:** The procedure of applying a gas state fumigant to an enclosed vessel at a specific temperature and holding for a specific period of time in order to exterminate the harmful organisms,

**Ship:** Any and all boats which sail on sea by any means other than rows regardless of its name, tonnage, and intended use,

**Ship interest party:** Shipowners, operators, charterers, shipmasters, or agents and real persons or entities authorized to represent the ship,

**Consignor:** Real persons or entities shipping the dangerous goods in its name or on behalf of third parties or named as consignors in the transport agreement,

**Surveillance company:** The company offering surveillance services for the dangerous goods of the maritime commerce and goods endangering the loading safety and the operations which serve as basis for the transport, and authorized by the Administration under this Directive,

**Safety Data Sheet (SDS):** The document containing detailed information on the properties of hazardous substances, safety measures to be taken at the facilities according to the hazard specifications of hazardous substances, and protection of human health and environment from the negative impacts of the hazardous substances,

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

**IMDG Code:** An international accepted guideline for safe shipment and transport of dangerous goods by sea.

**IMO:** International Maritime Organization,


**Administration:** Directorate General for Dangerous Goods and Combined Transport Regulation,

**Stowing** means the positioning of packages, intermedia bulk containers (IBC's), freight containers, tank containers, portable tanks, bulk containers, tools, barges carried by the ship, other cargo transport units and bulk goods on the deck, hatches, huts or other areas of the ship.

**Master** means the person commanding the ship. Pilot not included.

**PPE:** Means the personal protective equipment.

**Accident:** Means the circumstances which lead to harmful outcomes such as death, injury, material damage, and environmental pollution throughout the supervision of dangerous goods and goods

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endangering the loading safety.

**Container:** Cargo transport unit certified to applicable standards under International Convention for Safe Containers (CSC Convention),

**Shore facility:** Means the ports, cruiser ports, yacht ports, marinas, passenger terminals, quays, docks, harbors, berths, fuel oil/liquefied petroleum gas pipelines, dolphins constructed onshore according to subparagraph four of the article 6 of the Coastal Law dated 4.4.1990 and numbered 3621, as well as dock, quay, buoy facility, dolphin, platform and similar facilities in which the ships can safely load and unloading goods or harbor, and other superstructure and infrastructure facilities for marine transportation.

**Shore facility interest:** Real persons or entities operating the shore facilities by obtaining an authorization from the Administration, as well as the managers and responsible officers of the shore facilities,

**Shore Facility Hazardous Cargo Compliance Certificate (HCCC):** The certificate issued by the Administration and which the shore facilities engaging in handling of hazardous substances are required to obtain under the Regulation,

**End consignor:** The consignor who physically receives the cargo discharged from the ship at the shore facility or the relevant client in case the party who physically receives the cargo at the time of delivery is acting as agent for another real person/entity or the consignor who is named in the transport contract in case the transport procedure is executed under a transport contract,

**Packing & Packaging:** Means one or multiple chamber(s), materials or other components required for safekeeping and other safety functions of the chamber **Packing** means packing, loading, and filling of dangerous goods for consignors and for bulk transport, on intermedia containers (IBC's), freight containers, tank containers, portable tanks, railway cars, bulk containers, vehicles, barges carried on ships or other cargo transport units.

**Classification:** The distinction made by the International Maritime Organization by considering the chemical properties of hazardous substances.

**Responsible party** means the party equipped with current knowledge, experience, and qualification in order to fulfill a specific duty.

**Hot work** means open fire and flame, power tools or hot-driven rivet, grinding, welding, burning, cutting or other repair works involving welding or heat or spark generation which may become dangerous due to existence of dangerous goods or being close to them.


**Hazard Label:** Defines the label on which letters, numbers and symbols stating the characteristics of the classes, hazard degree and contents of the goods in packaging used in transport of dangerous goods.

**Hazard Sign:** The sign which is required to be affixed on the container for information purposes based on the characteristics of the hazardous substance inside the container.

**Hazardous Substance:** Substances and preparations-compounds having at least one of the properties that is explosive, oxidizing, extremely easily flammable, flammable, very toxic, tox, harmful, abrasive, irritating, sensitizing, carcinogenic, mutagenic, toxic for reproduction system and harmful to the environment.


**Dangerous Goods:** Any solid, liquid, and gas substances which may be harmful to humans, other living organisms, property or environment.

**Dangerous Goods (Hazardous Substance):** Petroleum and petroleum products defined in the scope of "International Convention for the Prevention of Pollution from Ships (MARPOL 73/78) ANNEX-I", packaged substances listed in International Code of Dangerous Goods Transported by Sea (IMDG Code), bulk substances with a UN Number assigned under "International Maritime Solid Bulk Dangerous Goods Code (IMSBC Code) ANNEX-1", substances listed under Section 17 of "International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk (IBC Code)", and substances listed under Section 19 of "International Code for the Construction

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and Equipment of Ships Carrying Liquefied Petroleum Gas in Bulk (IGC Code)”, and substances which are not yet listed in such codes but have the potential to cause harm to life, property and environment or other substances during transport due to physical and chemical properties or mode of transport, packaging and cargo transport units in which such substances are transported and not cleaned properly, **HSSA:** Hazardous Substance Safety Advisor.

**Cargo interest:** Consignor, consignee, agent, carrier and transportation organizer of dangerous goods, **Cargo transport unit:** Means the road trailer, semi-trailer and tanker, portable tank (including tank container), multi-element gas container, railway car and tank car and freight container designed for transporting dangerous goods and manufactured for transporting packaged or bulk cargo


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## INTRODUCTION


### 1.1 General information about the facility contains the details specified in the Facility Data Sheet.

#### Facility Data Sheet

1	Facility operator's name/title	Çelebi Bandırma Uluslararası Limanı İşletmeciliği A.Ş.		
2	Facility operator's contact details (address, phone, fax, e-mail, and website)	Paşabayır mh.Liman sahası sk.no:6/3. Bandırma / Balıkesir. Tel: 0266 714 0404 Fax: 0266 7137979 info@portofbandirma.com.tr www.portofbandirma.com.tr		
3	Facility name	Çelebi Bandırma Uluslararası Limanı İşletmeciliği A.Ş.		
4	City of the facility	Balıkesir		
5	Facility contact details (address, phone, fax, e-mail, and website)	Paşabayır mh.Liman sahası sk.no:6/3. Bandırma / Balıkesir. Tel: 0266 714 0404 Fax: 0266 7137979 info@portofbandirma.com.tr www.portofbandirma.com.tr		
6	Geographical region of the facility	Marmara Region		
7	Port Authority that the facility is attached to and contact details	Bandırma Port Authority		
8	Mayorality that the facility is attached to and contact details	Bandırma Municipality		
9	Name of the Free Zone or Organized Industrial Zone of the facility	-----		
10	Validity of Shore Facility Operating License/Provisional Operating License	17/04/2026		
11	Facility activity status (X)	Own cargo and additional 3 <sup>rd</sup> party (X)	Own cargo (...)	3 <sup>rd</sup> Party (...)
12	Name, surname, and contact details (phone, fax, e-mail) of the facility supervisor	Gürkan BAYIR – Cep: 005492230523 Paşabayır mh.Liman sahası sk.no:6/3. Bandırma / Balıkesir. Tel: 0266 714 0404 Fax: 0266 7137979 <a href="mailto:gurkan.bayir@celebi.com.tr">gurkan.bayir@celebi.com.tr</a>		
13	Name, surname, and contact details (phone, fax, e-mail) of the facility's hazardous substances operations officer	Fatih UZUNÇAKIR-05493030404 İbrahim ÇETİNKAYA -05496460404 Çağdaş TUNA – 05363169300 Erdem DÖNMEZ-05427342536 Mustafa MEMİŞ -05426102377 Erkan EREN- 05326412181 Tel: 0266 7140404 Fax: 0266 7140303		
14	Name, surname, and contact details (phone, fax, e-mail) of the facility's hazardous substances safety advisor	Ahmet CAYIK -0532 4720770 Ahmet.cayik@atlastmgd.com.tr		

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15	Sea coordinates of facility	40°21' N – 027°58' E
16	Types of hazardous substances handled at the facility (Goods under the scopes of MARPOL ANNEX-I, IMDG Code, IBC Code, IGC Code, IMSBC Code, Grain Code, TDC Code and asphalt/bitumen)	IBC CODE IMDG CODE IMSBC CODE GRAIN CODE TDC CODE
17	Dangerous cargoes handled in the facility (cargoes other than IMDG Code from the cargo types in Article 16 will be written separately. Additional load request will be forwarded to the port authority with Annex-1 Form.	IBC KOD IMSBC KOD GRAIN KOD TDC KOD
18	Classes for cargoes handled, subject to IMDG Code	CLASS 2 CLASS 3 CLASS 4.1-4.2-4.3 CLASS 5.1-5.2 CLASS 6.1 CLASS 8 CLASS 9
19	Groups in the table of characteristics for cargoes handled, subject to IMSBS Code	GROUP A GROUP B
20	Types of ships which can berth at the facility	General Cargo Ship, Ferry, Ro Ro/Passenger, Container, Car Carrier, Chemical Tanker, Train Ferry Live Animal
21	Distance of facility to main road (kilometers)	5 Km
22	Distance of facility to railway (kilometers) or railway connection (Yes/No)	Yes
23	Name of the nearest airport and distance to facility (kilometers)	110 Km
24	Cargo handling capacity of facility (Ton/Year; TEU/Year; Vehicle/Year)	Konteyner: 188.000.TEU/YIL Dökme -Genel Kargo::11.951.060 TON/YIL Sıvı Dökme Yük: 4.320.000 TON/YIL Ro-Ro: 569.159 ARAÇ/YIL
25	Does the facility carry out scrap handling operations?	No.
26	Any border crossings? (Yes/No)	Yes
27	Any customs bonded areas? (Yes/No)	Yes
28	Cargo handling equipment and capacities	125 ton 2 adet, 104 ton 1 adet, 100 ton 1 adet, 63 ton 1 adet, 30 ton 1 adet, 16 ton 3 adet, 13 ton 3 adet
29	Storage tank capacity (m <sup>3</sup> )	Limited 345 m <sup>3</sup>
30	Open storage area (m <sup>2</sup> )	232,659 m <sup>2</sup>
31	Half-covered storage area (m <sup>2</sup> )	-----
32	Covered storage area (m <sup>2</sup> )	12.250 m <sup>2</sup> , Yatay Depo 84.000 m <sup>3</sup> Dikey çelik Silo


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33	Designated fumigation and/or fumigation removal area (m <sup>2</sup> )	800 m <sup>2</sup>
34	Name/title and contact details of pilotage and towage services provider	Çelebi uluslararası Limanı İşletmeciliği A.Ş Pilotage and Towage services are provided by the port operator.
35	Is there a Security Plan created? (Yes/No)	There is an approved existing “Port Facility Security Plan” as part of the ISPS Code.
36	Capacity of Waste Acceptance Facility (This part will be issued separately according to the waste accepted by facility)	Sludge (80m <sup>3</sup> ), Bilgewater (160m <sup>3</sup> ), Toxic Liquid Substances (40m <sup>3</sup> ), Wastewater ( 80.m <sup>3</sup> ), Garbage ( .10.m <sup>3</sup> )
37	Characteristics of areas such as docks / piers	

**Port Activity Main Status**

1	3 <sup>rd</sup> party X	own cargo and additional 3 <sup>rd</sup> party <input type="checkbox"/>			own cargo <input type="checkbox"/>	
Berth/Jetty No.		Length (meters)	Width (meters)	Min. water depth (meters)	Max. water depth (meters)	
1	Berth No. 1 <sup>(1)</sup>	130		8,25	8,25	20.000
2	Berths No. 2-3 <sup>(1)</sup>	284		10,0	10,0	40.000
	Berths No. 4-5 <sup>(1)</sup>	324		10,0	10,0	40.000
	Berth No. 6 <sup>(1)</sup>	130		10,0	10,0	20.000
	Berths No. 7-8 <sup>(1)</sup>	379		10,0	12,0	80.000
	Berth No. 9 <sup>(1)</sup>	203		10,0	10,0	30.000
	Berth No. 10 <sup>(1)</sup>	100		10,0	10,0	10.000
	Berth No. 11 <sup>(1)</sup>	190		10,0	10,0	30.000
	Berth No. 12 <sup>(1)</sup>	182		10,0	10,0	30.000
	Berth No. 13 <sup>(1)</sup>	80		10,0	10,0	8.000
	Berth No. 14 <sup>(1)</sup>	179		8,25	8,25	20.000
	Berth No. 15 <sup>(1)</sup>	140		5,0	5,0	7.500
	Berth No. 16 <sup>(1)</sup>	130		4,0	4,5	5.000
	Berth No. 17 <sup>(1)</sup>	120		4,0	4,5	5.000
	Berth No. 18 <sup>(1)</sup>	215		4,0	4,5	5.000
	Berth No. 19 <sup>(1)</sup>	87		4,0	4,5	5.000
	Berth No. 20 <sup>(1)</sup>	100		4,0	4,5	5.000
				Qty. (pcs.)	Length (meters)	Diameter (inch)
1	submarine pipeline no. ... <sup>1</sup>					
			Sea Coordinates	Qty. (pcs.)	Water depth (meters)	Largest ship berthed (DWT/GRT)
1	dolphin ... no. <sup>(1)</sup>					
			Sea Coordinates	Qty. (pcs.)	Water depth (meters)	Largest ship berthed (DWT/GRT)
1	buoy ... no. <sup>(1)</sup>					



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**1.2 Loading/Discharge, Handling and Storage Procedures for Dangerous Goods Handled Temporarily Stored at the Port Facility (It has been created separately for cargoes within the scope of MARPOL Annex-1, IMDG Code, IBC Code, IGC Code, IMSBS Code, GRAIN Code, TDC Code and asphalt/bitumen, scrap, waste, cargo waste and project cargoes.)**


**1.2.1 Facility Data Chart;**

The following Procedures are created for Loading, Unloading, and Transport of Hazardous Substances at the Port in order to safely manage the goods under IMDG Code (under a hazard class) handled, temporarily stored, stowed, loaded, and discharged at the port facility.

- Introduction to work, Occupational Safety, and Environmental Trainings,
- On-the-job trainings,
- IMDG Code Awareness and IMDG Function-Specific Trainings are provided for employees of authorized organizations,
- Procedure for Working with Chemicals (PR.12)
- Bulk Liquid Dangerous Goods Handling Operation Procedure (PR.26 )
- Packed Dangerous Goods Handling Operation Procedure (PR.27)
- Solid Dangerous Goods Handling Operation Procedure (PR.28)
- Fumigation Measurement and Degassing Operations Procedure (PR.31)
- Shore Facilities Fumigation Implementation Instruction
- Fumigation Operation Process
- Hot Works Fumigation Procedure (PR.16)
- Accident Prevention Policy (KÖP-P.05)
- Notification for Dangerous Goods Arriving by Sea and Special Permit Procedure (PR.15.01)
- Emergency Action Plan (TL İSG 001)
- Ship Fuel, Oil, and Water Supply Operations Instruction (TL.10.03)
- Waste Receiving Facility Safe Working Instruction (TL.10.02)

Table 1.1 Facility data chart



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## 2. RESPONSIBILITY

All parties engaged in the transport of dangerous goods are required to take all the required measures to make the transport safe, secure and unharmed the environment, prevent accidents, and minimize the damage in case of accidents:

### 2.1 Responsibilities of cargo interest

2.1.1 Prepares or has prepared the mandatory documents, information and documents related to dangerous cargoes and ensures that these documents are available with the cargo during the transportation activity.

2.1.2 Ensures that dangerous cargoes are classified, packaged, marked, labeled and placarded in accordance with their type.

2.1.3 Ensures that dangerous cargoes are loaded, stacked and securely fastened to approved packaging and cargo transport units in accordance with the rules and in a safe manner.

#### 2.2 Carrier's responsibilities

2.2.1 Requests the mandatory documents, information and documents related to dangerous cargoes from the cargo authority and ensures that they are present with the cargo during the transportation activity.

2.2.2 Controls the compliance of dangerous cargoes classified, packaged, marked, labeled and placarded by the cargo operator with the legislation.

2.2.3 Controls that the dangerous cargoes are packed in accordance with the rules using approved packaging and cargo transport units, loaded and securely connected to the cargo transport unit in a safe manner.

### 2.3 Responsibilities of the shore facility operator

2.3.1 Ships carrying dangerous cargoes shall not dock at the facility without the permission of the port authority.

2.3.2 Provides written information to the ship that will dock at the facility within the scope of facility rules, cargo handling rules and relevant legislation.

2.3.3 It does not handle dangerous cargoes for which it has not received permission to handle from the administration, and does not victimize the ships that will dock by planning in this context.

2.3.4 Requests the mandatory documents, information and documents related to dangerous cargoes from the cargo authority and ensures that they are available with the cargo. In the event that the relevant documents, information and documents cannot be provided by the cargo operator, it is not obliged to accept or handle the dangerous cargo in its facility.


2.3.5 The port operator shall share all the data that may be required according to the nature of the cargo with the shipper and perform the loading or unloading operation according to the agreement to be reached. It does not make changes in the operation without the knowledge of the ship's officer.

2.3.6 Taking into account the safe working capacity of the facility and weather forecasts, the port operator determines the working limits and takes the necessary measures to ensure that the ship remains safely moored at the berth and handled.

2.3.7 Controls the transport documents containing information that the dangerous cargoes arriving at the facility are properly classified, packaged, marked, labeled, tagged, placarded and safely loaded into the cargo transport unit.

2.3.8 Ensures that the personnel involved in the handling of dangerous cargoes and the planning of this handling are documented by receiving the necessary training and does not assign personnel without documents in these operations.

2.3.9 Ensures that the dangerous cargo handling equipment in the facility is in working condition and that the relevant personnel are trained and certified for the use of this equipment.

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2.3.10 Takes occupational safety measures at the coastal facility and ensures that the personnel use personal protective equipment suitable for the physical and chemical properties of the dangerous cargo.

2.3.11 Carries out activities related to dangerous cargoes at docks, piers and warehouses established in accordance with these works.

2.3.12 Equips the docks and piers reserved for ships that will load or unload dangerous liquid bulk cargoes with installations and equipment suitable for this work.

2.3.13 The port operator shall keep an up-to-date list of all dangerous cargoes on ships docked at the facility and in the closed and open areas of the facility and provide this information to the relevant persons upon request.

2.3.14 Notifies the port authority of the instant risk posed by the dangerous cargoes handled or temporarily stored in the facility and the measures taken for this.

2.3.15 Notifies the port authority of accidents related to dangerous cargoes, including accidents at the entrance to closed areas.

2.3.16 Provides the necessary support and cooperation in the controls and inspections carried out by the administration and port authority.

2.3.17 Ensures that Class 1 (except Class 1 Compatibility Group 1.4 S), Class 6.2 and Class 7 dangerous cargoes, which are not allowed to be temporarily stored, are transferred outside the coastal facility as soon as possible without waiting, and applies to the Administration for permission in cases where it is necessary to keep them waiting. Explosives belonging to 1.4S compatibility group can be kept on the vehicle for a maximum of 24 hours with the permission of the port authority. Special permission must be requested from the administration for possible waits that may exceed 24 hours.

2.3.18 Temporarily stores the cargo transport units in which dangerous cargoes are transported in accordance with the separation and stowage rules and takes fire, environmental and other safety measures appropriate to the class of dangerous cargo in the storage area. It keeps fire extinguishing systems and first aid units ready for use at all times in the areas where dangerous cargoes are handled and periodically performs the necessary checks.

2.3.19 Obtains permission from the port authority before the hot work and operations to be carried out in the areas where dangerous cargoes are handled and temporarily stored.


2.3.20 Prepares an emergency evacuation plan for the evacuation of ships from coastal facilities in case of emergency and submits it to the port authority and informs the relevant persons about the plan approved by the port authority.

2.3.21 Ensures that the internal loading of cargo transportation units is carried out in accordance with the loading safety rules in the facility.

2.3.22 It carries out dangerous goods handling activities at the coastal facility in accordance with the principles of the document it receives in 3-year periods in accordance with the principles of the "Directive on the Issuance of the Coastal Facility Dangerous Cargo Conformity Certificate.

2.3.23 The port operator notifies the administration of the report prepared by DGSA for the dangerous goods handled in quarterly periods.

2.3.24 At least two persons, excluding the facility manager, have been assigned for Packaged Dangerous Goods, Liquid Bulk Cargoes and Solid Bulk Cargoes within the scope of the authorization obtained with TYUB. At least one of the responsible persons who have information about each dangerous cargo in the facility is present in each shift system.

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## 2.4 Responsibilities of the shipmaster

2.4.1 Ensures that the cargo to be carried by the ship is certified as fit for carriage and that the cargo holds, cargo tanks and cargo handling equipment are in a condition suitable for the carriage of cargo.

2.4.2 Requests all mandatory documents, information and documents related to dangerous cargoes from the cargo and ensures that they are available with the cargo during the transportation activity.

2.4.3 Ensures that the documents, information and documents required to be available on the ship related to dangerous cargoes within the scope of legislation and international conventions are appropriate and up-to-date.

2.4.4 Controls the transportation documents containing information that the cargo transport units loaded on board are properly marked, placarded and loaded safely.

2.4.5 Informs the relevant ship personnel about the risks of dangerous cargoes, safety procedures, safety and emergency measures, intervention methods and similar issues.

2.4.6 Keeps up-to-date lists of all dangerous cargoes on board and declares them to the relevant persons upon request.

2.4.7 Ensures that the loading program, if any, on board is approved and documented and kept operational.

2.4.8 Notifies the port authority and the coastal facility of the instant risk posed by the dangerous cargoes on board the ship docking at the coastal facility and the measures taken against it.

2.4.9 In case of leakage of dangerous cargo or in case there is such a possibility, it does not accept the dangerous cargo for transportation.

2.4.10 Notifies the port authority of any dangerous cargo accidents occurring on board the ship during navigation or while at the coastal facility.

2.4.11 Provides the necessary support and cooperation in the controls and inspections carried out by the administration and port authority.

2.4.12 It does not accept to carry dangerous cargoes that are not included in the ship certificates issued by the relevant institutions and organizations.

2.4.13 Ensures that the ship people in charge of handling dangerous cargo use personal protective equipment suitable for the physical and chemical properties of the cargo during handling.

2.4.14 It ensures the loading safety requirements of the cargoes loaded on board his/her ships.


## 2.5 Training

2.5.1 The procedures and principles regarding the trainings to be received by the personnel working at the coastal facilities handling the cargoes within the scope of this Regulation shall be determined by the Administration.

2.5.2 Necessary studies shall be carried out by the Administration for the implementation of IMO trainings which are mandatory by IMO or advisory IMO trainings if deemed appropriate by the Administration.

2.5.3 If it is determined that the knowledge and skills of the personnel are insufficient during the inspections carried out at the coastal facilities, the Administration may request the trainings to be repeated.

2.5.4 For the practical applications of the trainings within the scope of this article, the facilities of the Ministry shall be utilized first.

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### 3. RULES TO BE FOLLOWED AND MEASURES TO BE TAKEN BY SHORE FACILITY

#### 3.1 Explanation of the Rules to be Applied by the Shore Facility

3.1.1 Ships carrying dangerous cargoes shall not dock at the facility without the permission of the port authority. All dangerous cargo ships coming to the port shall notify the Port Authority and the enterprise 24 hours before docking at the pier. This notification is made for a container ship coming from a local port facility as it leaves the relevant facility. Ships cannot be docked to the pier and dock without the permission of the Port Authority.

3.1.2 Provides written information to the ship that will dock at the facility within the scope of facility rules, cargo handling rules and relevant legislation.

Since the activity of sending shore to ship information mail is in the agencies, the necessary information has been given to the agency. Cargo-specific information can be examined from the Dangerous Goods Handling Guide (TYER) by the ship related person.

3.1.3 It does not handle dangerous cargoes for which it has not received permission to handle from the Administration, and does not victimize the ships that will dock by planning in this context.

A coordination meeting will be held at least 1 day before the acceptance of dangerous cargoes to the coastal facility and the participation of the Operations Directorate, Field planning, OHS, TMGD and other relevant persons (cargo authority and supervision authority) will be ensured. (The decision to hold this meeting for routinely handled dangerous cargoes accepted to the port can be made by the Operations Manager or OHS / TMGD) When a decision is taken to apply for a special permit for cargoes that are not authorized to be handled, special permission is obtained by contacting the General Directorate of Maritime Affairs without delay and the Regional Port Authority is informed of the situation.

3.1.4 Requests the mandatory documents, information and documents related to dangerous cargoes from the cargo authority and ensures that they are available with the cargo. If the relevant documents, information and documents cannot be provided by the cargo operator, it is not obliged to accept or handle the dangerous cargo in its facility.

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

1. Risk arising from dangerous cargo (by examining SDS/SDS)
2. Interaction with existing Dangerous cargoes at the coastal facility,
3. Interaction with the loads planned to be admitted to the coastal facility in the near future,
4. Stacking conditions
5. Decomposition conditions
6. Material and equipment needs in terms of Emergency Response
7. Adequacy of emergency response teams
8. Interaction from neighboring facilities

The issues are handled within the scope of the current IMDG Code [IMSBC Code/IBC Code](#) documents and acceptance / rejection or executive decision is taken.

Below is the cargo information to be kept by the operation department.

UN Number

PSN name (Proper Transport Name),

Class, (with sub-hazards)

Packaging Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9)

Whether it is a Marine Pollutant,

Buyer

Sender


Container / Packaging, number,

Seal number,

Additional Information (Information on flammability, viscosity, etc.)

Where it is stored in the Port Area

Duration of stay in port

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3.1.5 Shares all the data that may be required according to the characteristics of the cargo with the ship's person and performs the loading or unloading operation according to the agreement to be reached. Does not make changes in the operation without the knowledge of the ship's officer.

The form in Blu Code Annex 1 and in case of tanker, Pre-Arrival Questionnaire Form For Tankers form is sent to the ship captain by the operation directorate and Ship / Shore Safety Checklist for Loading or Unloading Dry Bulk Carriers BLU Code Appendix 3 form and Pre-Arrival Ship To Terminal Information Form Blu Code Annex-1 forms are reconciled and the ship is docked.

3.1.6 Taking into account the safe working capacity of the facility and weather forecasts, the port operator determines the working limits and takes the necessary measures to ensure that the ship is safely tied up at the berth and handled.

The Transportation Document (Bill of Lading) and Discharge/Loading List are sent by the agency and the Safety Data Sheet (SDS) of the dangerous cargo in the container is sent to us by the customs broker. In order to ensure safe operation, the personnel in the field make sure that this information form is in Turkish. In accordance with the ADR-IMDG legislation, the transportation documents must be prepared by the sender company and kept in the vehicle by the carrier company carrying the dangerous goods. With the new implementation of SOLAS, it has become mandatory to determine the gross weight of the containers to be transported by sea. On 01.07.2016, the implementation started. Export companies report the weighing results of the containers weighed to the relevant agency (line). Weighing results are reported to the agency by the exporter company and the agency takes the gross weight information to its own loading list.


3.1.7 Controls the transport documents containing information that the dangerous cargoes arriving at the facility are properly classified, packaged, marked, labeled, placarded and safely loaded into the cargo transport unit. When vehicles carrying dangerous goods to the coastal facility enter the facility, the driver's SRC-5 certificate identity card, transportation documents, orange license plate and hazard labels are checked by the gate personnel. The control of the plates on the container carrying dangerous goods is done by the Scorer. Before the dangerous cargo detection and inspection operations carried out in the IMO-CFS area, it is checked according to the CFS Area Dangerous Cargo Handling Control Form. In case of improper packaging, palletizing, labeling, fixing, loading and unloading safety, the incident is recorded and the agency and the Port Authority are informed.

3.1.8 It ensures that the personnel involved in the handling of dangerous cargoes and the planning of this handling are documented by receiving the necessary training and does not assign personnel without documents in these operations.

IMDG awareness and task-oriented trainings in Article 5 of the Regulation on Training and Authorization within the Scope of the International Code on Dangerous Goods Carried by Sea No. 28201 are provided to the personnel by the institutions authorized by the Ministry. Current training records are kept by the Human Resources Department. Trainings of the personnel working with dangerous cargoes are provided regularly (OHS&Environment, IMDG, On-the-Job, Induction trainings, etc.) and training records are kept by the Human Resources Department.

3.1.9 The port operator ensures that the hazardous cargo handling equipment in its facility is in working condition and that the relevant personnel are trained and documented on the use of this equipment.

All equipment used in Hazardous Cargo Handling, including pipeline, flexible hoses, cranes, are maintained by the Technical Directorate, calibrated periodically and records are kept. VQA authorization certificates, on-the-job trainings, OHS trainings and Hazardous Substance trainings of the employees using the equipment have been carried out and refresher trainings are completed within the period and their records are kept by OHS and Human Resources.

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3.1.10 Ensures that personnel use personal protective equipment suitable for the physical and chemical properties of the dangerous cargo by taking occupational safety measures at the coastal facility.

Port employees, seamen and other authorized persons in charge of handling dangerous goods wear protective clothing suitable for the physical and chemical properties of the cargo during loading, unloading, and temporary stacking. Detailed explanations are given under the heading "Occupational Health and Safety" in Chapter 9 of this guide. Persons other than port personnel and third parties must use Personal Protective Equipment (PPE) specified in the SDS Form and / or Emergency card of the dangerous cargo in their operations.

3.1.11 Carries out activities related to dangerous cargoes at docks, piers and warehouses established in accordance with these works.

In our port area, Bulk liquid cargoes 4,5,6,7 ve 8 docks, Ships carrying solid bulk cargoes 4,5,6,7,8,8,9,10 and 11 docks have been determined as and berth No. 20 for RO-RO transportation Dangerous goods handling docks and permits have been obtained. Dangerous goods are not handled outside these berths. There is no storage.

3.1.12 Equips the docks and piers reserved for ships that will load or unload dangerous liquid bulk cargoes with installations and equipment suitable for this work.

Hydrants against fire and emergency release couplings and fenders are constructed on the docks. The electricity of the electrical panel is cut off during handling.

3.1.13 The port operator shall keep an up-to-date list of all dangerous cargoes in the ships docked at the facility and in the closed and open areas of the facility and provide this information to the relevant persons upon request. Solonport software program is used in Bandırma coastal facility. The Site Management Program contains information on IMO numbers, tonnage information, current locations of all dangerous cargoes handled in areas designated as IMO sites. This information is available on the system as a record

3.1.14 Notifies the port authority of the instant risk posed by the dangerous cargoes handled or temporarily stored in the facility and the measures taken for this.

In case of any risk encountered during handling and temporary storage, Bandırma Regional Port Authority is immediately informed. Temporary handling of dangerous goods is not allowed in closed areas. If it is given, a certificate must be obtained from the classification society and the certificate must be kept valid periodically every year.

3.1.15 Notifies the port authority of accidents related to dangerous cargoes, including accidents at the entrance to closed areas.

No personnel is allowed to enter the closed areas without completing the checklist and taking security measures according to the entry procedure. Records used to enter confined spaces must be kept for three years. Accidents related to dangerous cargo are reported to the Port Authority verbally and in writing.

3.1.16 Provides the necessary support and cooperation in the controls and inspections carried out by the administration and the port authority.


There is continuous cooperation with official authorities and all kinds of support is provided in inspections and controls.

3.1.17 Ensures that Class 1 (except Class 1 Compatibility Group 1.4 S), Class 6.2 and Class 7 dangerous cargoes, which are not allowed to be temporarily stored, are transferred outside the coastal facility as soon as possible without waiting, and applies to the Administration for permission in cases where it is necessary to keep them waiting.

Class 1, Class 6.2 and Class 7 dangerous cargoes are not handled in our coastal facility.

3.1.18 Temporarily stores the cargo transport units in which dangerous cargoes are transported in accordance with the separation and stacking rules and takes fire, environmental and other safety measures appropriate to the class of



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dangerous cargo in the storage area. It keeps fire extinguishing systems and first aid units ready for use at all times in the areas where dangerous cargoes are handled and periodically performs the necessary checks.

Containers carrying dangerous goods are stacked in IMO area (C2 area). In this area, fire station, fire hydrants, absorbent materials that can be intervened in case of emergency are also available on site. There are health and safety signs to prevent smoking in the hazardous material area and to keep flame sources that may create sparks away from the site.

3.1.19 It obtains permission from the port authority before the hot work and operations to be carried out in areas where dangerous cargoes are handled and temporarily stored.

Permission is obtained from the Bandırma Regional Port Authority regarding hot works and operations and the precautions specified in the Hot Works Procedure are taken.

3.1.20 Prepares an emergency evacuation plan for the evacuation of ships from coastal facilities in emergencies and submits it to the port authority and informs the relevant persons about the plan approved by the port authority.

Necessary information has been provided by making updates in the Emergency Plan related to Towage and Pilotage service related to what to do in case of emergency in ships.

3.1.21 Ensures that the internal loading of cargo transportation units is carried out in accordance with the loading safety rules in the facility.

Container internal loading is not performed in our port,

### 3.2 Applications related to cargo safety

3.2.1 The provisions of the BLU Code and BLU Manual, the Code of Safe Practice for Cargo Stowage and Security (CSS Code), the Code of Practice for the Packing of Cargo Transport Units (CTU Code) and the Code of Safe Practice for Ships Carrying Timber Cargo on Deck (TDC Code) are complied with in order to ensure the safe loading of cargoes on board.

3.2.2 Stowage of cargoes is carried out in accordance with the relevant legislation and international conventions to which we are a party.

3.2.3 The ship cannot be loaded more than the loading limit, taking into account the loading limit mark. If such a situation is detected by the Bandırma Regional Port Authority, the ship is not allowed to sail and administrative action is taken against the shipowner within the scope of Article 22.

3.2.4 The loading-unloading plan before the handling operation and the results of the draught survey or weighbridge survey to determine the amount of cargo loaded before the departure of the ship are submitted to the port authority by the ship owner. The administration or port authority may request the draught survey or weighbridge survey report to be obtained from an authorized inspection company.

3.2.5 Measures are taken to prevent the stability of the ship from being adversely affected by ensuring that the cargo in bulk cargo ships, especially single hold bulk cargo ships, is loaded in such a way that it is spread over the bottom of the hold (by pilling).


3.2.6 It should be ensured that the cargo and ballast water arrangement is monitored throughout the loading or unloading operation so that the ship's structure is not subjected to excessive stress.

3.2.7 Care should be taken to ensure that the ship is free of inclination, but if an inclination (listing) is required during loading, it should be as short as possible. The ship is ensured to be loaded and unloaded in a balanced manner in accordance with the approved stability boucle to avoid structural damage.

3.2.8 In adverse meteorological and oceanographic conditions which may affect the cargo handling operation, the handling operation should be stopped by the master until conditions improve.

3.2.9 In order to prevent situations such as placing heavy cargo on top of light cargo, placing liquid cargo on top of dry cargo, spreading the odor of malodorous cargoes to other cargoes, cargoes with characteristics that may damage other cargoes are loaded in accordance with the segregation rules.

3.2.10 All cargoes, cargo units and cargo transport units, except solid and liquid bulk cargoes, are loaded, stowed and secured in accordance with the Cargo Securing Manual approved by the Administration or authorized classification societies on behalf of the Administration in accordance with SOLAS Chapter VI Section A Rule 5.6 in

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order to ensure that the safety measures related to the loading, stowage, segregation, handling, transportation and discharge of cargoes are fully implemented and maintained.

### 3.3 Cargoes covered by the IMDG Code

3.3.1 Substances and objects prohibited for transportation in IMDG Code cannot be transported by sea.

3.3.2 Parties involved in the transport of dangerous cargoes transported in packages should take appropriate measures in accordance with this Regulation and the provisions of the IMDG Code, taking into account the nature and extent of foreseeable risks in order to prevent damage and injury and minimize their impact.

3.3.3 In the carriage of dangerous cargoes by sea, it is compulsory to use the packages defined in Chapter 6 of the IMDG Code and tested and UN certified by organizations authorized by the Ministry or the competent authority of a country party to SOLAS.

3.3.4 The Container/Vehicle Packaging Certificate in IMDG Code Rule 5.4.2 is filled and signed by the persons loading the dangerous cargoes into the cargo transport unit (except tank container). These persons receive the relevant training in IMDG Code Rule 1.3. The Container/Vehicle Packing Certificate is submitted to the port before the cargo arrives at the port or upon entry with the cargo. A copy of this certificate is placed on the inside wall of the container right door.

3.3.5 Documents specified in IMDG Code Rules 5.4.3, 5.4.4 and 5.4.5 should be kept on every ship carrying dangerous cargoes in packaged form.

3.3.6 In accordance with SOLAS Chapter II-2 Section G Rule 19.4, a Certificate of Compliance issued by the competent authority should be kept on board to prove that the ships are of suitable structure and equipment to carry dangerous cargoes. Except for dangerous solid bulk cargoes, no certificate is required for IMDG Code Class 6.2, Class 7 and dangerous cargoes that can be transported in limited quantities.

3.3.7 A system is created in which the information (including location information) of the dangerous goods in the facility or on the ships berthing to the facility can be instantly given upon request.

3.3.8 Dock number 20 has been designated for the transport of packaged dangerous cargo by ro-ro.


### 3.4 Cargoes covered by the IMSBC Code

3.4.1 In accordance with SOLAS Chapter VII, Section A, Rule 7.2.1, it is mandatory to use the "bulk cargo shipping name" in all documents relating to the carriage of dangerous solid bulk cargoes, the commercial name of the cargo alone is not sufficient. For this purpose, the declaration in Section 4 of the IMSBC Code is delivered to the shore facility and the ship by the cargo operator.

3.4.2 Ships carrying dangerous solid bulk cargoes should have a cargo manifest or special list showing the dangerous cargoes on board together with their locations in accordance with SOLAS Chapter VII Section A Rule 7.2.2. A detailed stowage plan (Fal Form 7) showing the location and class of all dangerous cargoes on board may be used instead of the cargo manifest or special list.

3.4.3 In accordance with SOLAS Chapter XII Rule 10, the density of solid bulk cargoes should be declared by the person concerned before the cargo is loaded on board in addition to SOLAS Chapter VI Part A Rule 2. For ships under SOLAS Chapter XII Rule 6, all solid bulk cargoes with a density between 1,250 kg/m<sup>3</sup> and 1,780 kg/m<sup>3</sup> should have a density measurement made by an authorized testing company, unless they do not meet the requirements for solid bulk cargoes with a density of 1,780 kg/m<sup>3</sup> and above. This cargo density test may be performed by a laboratory accredited by the Turkish Accreditation Agency (TS EN ISO/IEC 17025: 2017) if the loading port is in Turkey.



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3.4.4 Within the scope of the IMSBC Code, the following conditions are required for Group A (and Group A and B) cargoes (there is no restriction for Group C cargoes) to be handled in coastal facilities and to be transported on board:

- a) The maximum transportable moisture (TML) certificate of the cargo and the moisture content (MC) certificate or declaration of the cargo issued by the institutions authorized by the competent authority of the port of loading shall be delivered to the ship authorities by the cargo concerned. If the loading port is in Turkey, the TML test is performed by a laboratory accredited by the Turkish Accreditation Agency (TS EN ISO/IEC 17025: 2017). The TML certificate includes the TML test result or the test report containing this result. A copy of these documents shall be taken and kept by the relevant port authority and coastal facility operator and shall be submitted upon request during the inspections carried out by the Administration.
- b) Procedures for sampling, testing and controlling the moisture content to ensure that the MC value is less than TML while the cargo is on board are prepared by the shipowner taking into account the provisions of the IMSBC Code. The approval and control of the implementation of these procedures is carried out by the port authority. The document stating that the procedure has been approved is given to the ship owner.
- c) Group A cargoes may be accepted to be loaded on board only if the actual MC value at the time of loading is lower than the TML value of that cargo. Group A cargoes whose MC value is higher than the TML value can only be carried on board ships that have the characteristics specified in Section 7.3.2 of the IMSBC Code.
- ç) The TML test is performed within six months before the date of loading of the Group A cargo on board. In case of any change in the composition or characteristics of the cargo for any reason, a new test is performed.
- d) Sampling and testing for MC testing of Group A cargo should be as close as possible to the date of loading of the cargo on board the ship and this period can never be more than seven days. If there is significant rain or snow between the test and loading, the moisture content test is repeated to confirm that the MC value of the cargo does not exceed the TML value.


3.4.5 Information on solid bulk cargoes covered by the IMSBC Code should be provided by the cargo handlers to the ship's officers in accordance with SOLAS Chapter VI Part A Rule 2.

3.4.6 Appropriate emergency response instructions should be kept on board to respond to accidents caused by dangerous solid bulk cargoes.

3.4.7 Procedures for the carriage and notification of a solid bulk cargo not covered by the IMSBC Code should be determined by the Administration.

3.4.8 In order to prevent the cargo from polluting the sea during the handling operations, the edges of the quays will be raised like a parampet or a tarpaulin will be pulled between the ship and the quay.

3.4.9 The Ship/Shore Safety Checklist in BLU Code Annex-3 is prepared for each bulk carrier and is kept for two years.

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### 3.5 Cargoes covered by the IBC Code

3.5.1 All stakeholders involved in the transportation of cargoes covered by the IBC Code should use the product name and characteristics of the cargo specified in IBC Code Chapters 17 and 18 and comply with all obligations specified for the cargo. Updates regarding the cargoes covered by the IBC Code and named in Chapters 17 and 18 are followed by MEPC.2 circulars published by IMO in December every year.

3.5.2 Ships carrying cargoes covered by the IBC Code should carry the documents specified in Section 16.2 of the IBC Code.

3.5.3 Pursuant to IBC Code Section 14.1.1, protective equipment meeting EN 943-1:2015+A1:2019 and TS EN 943-2:2019 standards in sufficient number and with appropriate features should be provided for the ship people involved in the loading or unloading operation. This equipment includes a large apron, long-sleeved gloves, suitable footwear, chemical-proof clothing covering the whole body and goggles or face masks fully suitable for the eyes.

3.5.4 On ships carrying cargoes covered by the IBC Code, work clothes and protective clothing should be kept in easily accessible places and in special lockers. Equipment used during operations is not kept in living quarters. However, protective clothing may be stored in living quarters provided that it is in special lockers adequately separated from living areas such as cabins, frequently used corridors, dining areas and common bathrooms.

3.5.6 Except for asphalt products, hazardous liquid bulk cargoes with the phrase "safety (safety)-S" in column "d" of the table titled "hazards" in IBC Code Chapter 17 should not be handled as under tackle in coastal facilities. These cargoes can only be handled by discharging from ships to the tanks in the facility through pipelines and filling from these tanks to land tankers. The same rule applies for loading from land tankers to ships.


**3.5.7 There is a combined body and eye shower at a distance of 200 meters at the docks where dangerous goods are handled.**

**3.5.8 The Ship/Shore Safety Checklist in ISGOTT is implemented in accordance with the guideline.**

### 3.6 Weighing of full containers

3.6.1 The gross weight of full containers to be loaded on board ships for transportation by sea should be determined and verified by the shipper.

3.6.2 Çelebi Port Management, which is authorized to determine the gross weight of full containers, has been authorized by the Administration by issuing Full Container Gross Weight Determination Authorization Certificate.

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## **4. CLASSES, TRANSPORTATION, LOADING/DISCHARGE, HANDLING, SEGREGATION, STOWING AND STORAGE OF DANGEROUS GOODS**


### **4.1. Classes of dangerous goods**

#### **4.1.1 Types of dangerous goods**

- 1) Petroleum and petroleum products listed in Annex I, Attachment 1 of the International Convention for the Prevention of Pollution from Ships (MARPOL) 73/78,
- 2) Packaged substances and objects transported in packages given in IMDG Code Section 3,
- 3) Bulk cargoes with "B" and "A and B" in the group box in the characteristic table among the cargoes given in IMSBC Code Attachment 1,
- 4) Liquid substances with the designation "S" or "S/P" in column "d" titled "hazards" of the table given in IBC Code Section 17,
- 5) Gaseous substances as defined in Chapter 19 of the IGC Code.

According to the United Nations Model Regulations, the classes of dangerous cargoes globally are substances, mixtures and objects from Class 1 to Class 9. Most of these cargoes are considered marine pollutants. A marine pollutant is defined as "a substance that degrades aquatic organisms living in water".

Generally, chemicals are subject to these codes and are assigned to one of the available classes from 1 to 9 according to their most predominant hazard.

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#### 4.1.2 Classification of Dangerous Goods

The classification is made by the consignor/shipper or by the appropriate competent authority. The IMDG Code classifies dangerous goods as follows (simplified form):

##### **Class 1: Explosives**

Division 1.1: Substances and articles which have a mass explosion hazard

Division 1.2: Substances and articles which have a projection hazard but not a mass explosion hazard

Division 1.3: Substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both.

Division 1.4: Substances and articles which present no significant hazard

Division 1.5: Very insensitive substances which have a mass explosion hazard

Division 1.6: Extremely insensitive articles which do not have a mass explosion hazard

##### **Class 2: Gases**

Class 2.1: Flammable gases

Class 2.2: Non-flammable, non-toxic gases

Class 2.3: Toxic gases

##### **Class 3: Flammable Liquids**

##### **Class 4: Flammable solids; substances liable to spontaneous combustion; substances which, in contact with water, emit flammable gases**

Class 4.1: Flammable solids, self-reactive substances and solid desensitized explosives, polymerizing substances

Class 4.2: Substances liable to spontaneous combustion

Class 4.3: Substances which, in contact with water, emit flammable gases

##### **Class 5: Oxidizing substances and organic peroxides**

Class 5.1: Oxidizing substances

Class 5.2: Organic peroxides

##### **Class 6: Toxic and infectious substances**

Class 6.1: Toxic substances


Class 6.2: Infectious substances








##### **Class 7: Radioactive material**


##### **Class 8: Corrosive substances**










##### **Class 9: Miscellaneous dangerous substances and articles**


The numerical order of the classes and divisions does not indicate the degree of danger.

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Class 1		
	<b>1</b>	Explosive substances and articles used to produce explosions or pyrotechnic effects
Sub-Classes		
	<b>1.1</b>	Explosives with a mass explosion hazard
	<b>1.2</b>	Explosives with a severe projection hazard
	<b>1.3</b>	Explosives with a fire, blast or projection hazard but not a mass explosion hazard
	<b>1.4</b>	Explosives with a minor fire or projection hazard
	<b>1.5</b>	An insensitive substance with a mass explosion hazard
	<b>1.6</b>	Extremely insensitive articles

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Class 2		
	2.1	Flammable gas
	2.2	Non-Flammable, compressed gas
	2.3	Toxic or poisonous gas
Class 3		
	3	Flammable liquids
Class 4		
	4.1	Flammable solids
	4.2	Spontaneously combustible solids
	4.3	Combustible solids when in contact with water
Class 5		
	5.1	Oxidizer
	5.2	Organic peroxide

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<b>Class 6</b>		
	<b>6.1</b>	Toxic substances
	<b>6.2</b>	Infectious substances
<b>Class 7</b>		
	<b>I</b>	Category I – White (symbol 7A)
	<b>II</b>	Category II – Yellow (symbol 7B)
	<b>III</b>	Category III – Yellow (symbol 7C)
	<b>Fissile</b>	Criticality safety index label (symbol 7E)
<b>Class 8</b>		
	<b>-</b>	Corrosive materials
<b>Class 9</b>		
	<b>-</b>	Miscellaneous dangerous compounds

Table 4.1.2 Hazardous substances classification table

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#### 4.2 Packages and packaging of hazardous substances.

Markings, labels and/or placards on products are all channels of communication to the user.

These communication channels will tell the user the characteristics of a consignment or product. The IMDG Code provides clear procedures related to authorization of consignments as well as advance notification, markings, labels and documentation (by manual, electronic data processing or electronic data interchange techniques and placarding).



The code specifies clearly that no person may offer to transport dangerous goods unless the goods are properly marked, labeled, placarded, described and certified on a document. Those who are transporting dangerous goods must indicate the UN Number and proper shipping name clearly on the consignment. In the case of marine pollutants, the word “marine pollutant” must be on the document accompanying the consignment. This requirement is particularly important in the case of an accident involving these goods, in order to determine what emergency procedures are necessary to deal properly with the situation. In the case of marine pollutants, the captain of the vessel needs to comply with the requirements of MARPOL 73/78.

**Figure-4.2 Package Labeling Packages**




**Hazardous Substance Carrying Tankers**



**Explosive Carrying Vehicles**

Figure – 4.2  
Vehicle labeling and placarding examples



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**Radioactive Carrying Vehicles**



**Packed Hazardous Substance**




**Containers Carrying Dangerous Goods**



**Limited Quantity (LQ) Container**



**Limited Quantity (LQ) Vehicle Carrying over 8 Tons**

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#### **4.3 Hazard warning signs, orange placards, marks and labels of hazardous substances.**

Placards, marks and labels of hazardous substances handled at our port must comply with IMDG Code and other relevant legislative provisions. Placards, signs, marks and labels of hazardous substances are described in detail in the IMDG Code chapter 5. Hazardous substances and cargo transport units that are not properly marked, labels, and placarded will not be processed. All kinds of expenses incurred for such hazardous substances shall be recoured to the relevant interest party.

##### **4.3.1 Labels**

The IMDG Code states that all packaging, packages and drums carrying dangerous goods must be labeled. The labels are in the shape of a rhombus in white, orange, blue, green or red, or a combination of these colors. Symbols illustrating the danger of the class are also required. In general, each label is divided into two parts, the bottom half and the top half. The top half is for the symbol of the class of the good(s), and the lower half is for the text, class or division number. The minimum dimensions of labels are 10 cm x 10 cm. Labels must be firmly adhered to and placed on the package so that it can easily be seen. The quality of the labels must be such so they do not deteriorate outdoors and remain unaltered during the complete transport period and at least three months in the sea.

Due to the fact that dangerous goods can pose more than one risk, it is also necessary to use “secondary risk labels”. These labels are the same as the ones showing the primary risk, regarding their color, shape and symbols. Even though the IMDG Code says nothing to this effect, in some countries the class number is only indicated in the primary risk label, and that the secondary risk label does not include the class number. This is an effective way to distinguish between both.


##### **4.3.2 Hazard Warning Signs**

The IMDG Code determines that all “cargo transport units” containing dangerous goods must be placarded. In this context, cargo transport units are containers, containers for liquids, tank vehicles, vehicles transporting goods by land, railway wagons with water tanks, good tanks destined for intermodal transport. Placards have the same shape, colors and symbols as the labels, but their dimension is 25 x 25 cm. Containers carrying more than 4000 kilograms of dangerous goods, and all tanks for liquids and gases must have the “United Nations number”. The UN number has four digits and is the number assigned by the United Nations to all goods identified and classified as dangerous..




Containers carrying dangerous goods must display at least one placard on each side and one on each end of the unit (this is to say, on its four sides). Rail wagons must be placarded on at least both sides.

Freight containers, semi-trailers and portable tanks must be placarded on all four sides.

Road vehicles must display appropriate placards on both sides as well as the rear.

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#### Other labels

	Indicating elevated temperature (liquid state at a temperature equal to or exceeding 100o C, in a solid state at a temperature equal to or exceeding 240o C)
	Orange-colored plates, with hazard-identification number and UN Number
	Orientation arrows, black and red color

#### Placards for Marine Pollutants



	Packages and cargo transport units containing dangerous substances which are classified by the IMDG Code as “marine pollutants”, must have the markings shown here, which must be durable. They must be placed close to the risk labels or risk placards of the goods. The dimensions of the marine pollutant markings must be a minimum of 10 cm per side for packages and 25 cm per side for cargo transport units.
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Figure 4.3.2 Shapes and Colors of Hazard Warning Signs

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#### 4.4. Marks and packing groups of dangerous goods.

##### 4.4.1 Packing Groups, Classifying Criteria

The risks presented by dangerous goods in maritime transport are related to their packaging, therefore it must be safe, well designed and manufactured and in good condition. It is very unlikely you will suffer injuries due to this cargo, but if the cargo is damaged, it is possible for dangerous substances or vapors to be released.

The packages/containers must comply with the following requirements:

- Must not be affected by the cargo it contains.
- Must be strong enough to endure the rough treatment and risks involved in maritime transport.
- Must be able to endure rain, wind and sea water.
- Must be practical and adequate for the cargo they carry.
- Must be in good condition.
- Must be correctly marked, labeled and signposted.

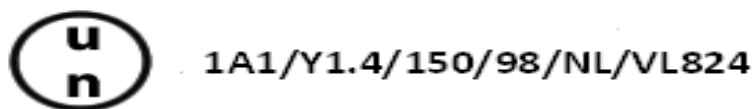
For packing purposes, dangerous goods belonging to all classes, except for class 1, 2, 6.2 and 7 and class 4.1 self-reactive substances have been divided into three “packing groups” depending on the degree of danger they represent:


Packing Group I –	High level of danger	PG I
Packing Group II –	Medium level of danger	PG II
Packing Group III –	Low level of danger	PG III

##### 4.4.2 UN Packaging and Approval Marking

Most packages also need to bear the UN packaging approval mark confirming that the packaging has been tested and approved in accordance with relevant United Nations performance standards. Example below:

Figure 4.4.2 Packaging Coding



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#### 4.5. Onboard and port segregation charts of dangerous goods per class.

Onboard stowage and segregation methods of dangerous goods handled in our port must comply with IMDG Code and other relevant legislative provisions as per their class. Onboard stowage and segregation methods of dangerous goods are described in detail in the IMDG Code chapter 7. Compliance with such stowage and segregation methods is under the responsibility of the shipmaster. Segregation Table is as follows:

Class	1.1 1.2 1.5	1.3 1.6	1.4	2.1	2.2	2.3	3	4.1	4.2	4.3	5.1	5.2	6.1	6.2	7	8	9
Explosives 1.1 / 1.2 / 1.5	*	*	*	4	2	2	4	4	4	4	4	4	2	4	2	4	X
Explosives 1.3 / 1.6	*	*	*	4	2	2	4	3	3	4	4	4	2	4	2	2	X
Explosives 1.4	*	*	*	2	1	1	2	2	2	2	2	2	X	4	2	2	X
Flammable gases 2.1	4	4	2	X	X	X	2	1	2	2	2	2	X	4	2	1	X
Non-toxic, non-flammable gases 2.2	2	2	1	X	X	X	1	X	1	X	X	1	X	2	1	X	X
Toxic gases 2.3	2	2	1	X	X	X	2	X	2	X	X	2	X	2	1	X	X
Flammable liquids 3	4	4	2	2	1	2	X	X	2	2	2	2	X	3	2	X	X
Flammable solids** 4.1	4	3	2	1	X	X	X	X	1	X	1	2	X	3	2	1	X
Substances liable to spontaneous combustion with water, emit flammable gases 4.2	4	3	2	2	1	2	2	1	X	1	2	2	1	3	2	1	X
4.3	4	4	2	2	X	X	2	X	1	X	2	2	X	2	2	1	X
Oxidizing substances (agents) 5.1	4	4	2	2	X	X	2	1	2	2	X	2	1	3	1	2	X
Organic peroxides 5.2	4	4	2	2	1	2	2	2	2	2	2	X	1	3	2	2	X
Toxic substances 6.1	2	2	X	X	X	X	X	X	1	X	1	1	X	1	X	X	X
Infectious substances 6.2	4	4	4	4	2	2	3	3	3	2	3	3	1	X	3	3	X
Radioactive material 7	2	2	2	2	1	1	2	2	2	2	1	2	X	3	X	2	X
Corrosive substances 8	4	2	2	1	X	X	X	1	1	1	2	2	X	3	2	X	X
Miscellaneous dangerous substances and articles 9	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

Table-4.5  
Onboard segregation table

In the following paragraph the five stowage categories stipulated by the IMDG Code are described.

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### Stowage Categories


Category	A	B	C	D	E
Cargo ship carrying no more than 25 passengers	On deck or below deck	On deck or below deck	On deck only	On deck only	On deck or below deck
Passenger ships carrying more than 25 passengers	On deck or below deck	On deck only	On deck only	Prohibited	Prohibited

### There are 5 categories listed below for stowage onboard:

Stowage category 01	Cargo ships (maximum 12 passengers) Passenger ships	On deck in close cargo transport units or under deck
		On deck in close cargo transport units or under deck
Stowage category 02	Cargo ships (maximum 12 passengers) Passenger ships	On deck in close cargo transport units or under deck
		On deck in close cargo transport units or under deck in closed cargo transport units in compliance with 7.1.4.4.5
Stowage category 03	Cargo ships (maximum 12 passengers) Passenger ships	On deck in close cargo transport units or under deck
		Prohibited except if in compliance with 7.1.4.4.5
Stowage category 04	Cargo ships (maximum 12 passengers) Passenger ships	On deck in close cargo transport units or under deck in closed cargo transport units in compliance with 7.1.4.4.5
Stowage category 05	Cargo ships (maximum 12 passengers) Passenger ships	Only on deck in close cargo transport units
		Prohibited except if in compliance with 7.1.4.4.5

How to stow dangerous goods correctly aboard the ships is fundamentally the responsibility of the Ship Planner. Port Terminals are not concerned with planning of the stowage of dangerous goods on board onboard stowage planning of hazardous substances i segregation distances and segregation terms.

### 4.6 Segregation distances and segregation terms of dangerous goods in warehouse storage.

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Dangerous goods are not stored in warehouse storages.

#### 4.6.1 Segregation

The IMDG Code defines four segregation terms:

1. “Away from” (the minimum separation between two incompatible goods)
2. “Separated from”
3. “Separated by a complete compartment or hold from”
4. “Separated longitudinally by an intervening complete compartment or hold from” (this is the maximum separation between two incompatible goods)

The general provisions regarding segregation between different classes of dangerous goods can be found in the code in the following Segregation Table:

CLASS		1.1 1.2 1.5	1.3 1.6	1.4	2.1	2.2	2.3	3	4.1	4.2	4.3	5.1	5.2	6.1	6.2	7	8	9
Explosives	1.1, 1.2, 1.5	*	*	*	4	2	2	4	4	4	4	4	4	2	4	2	4	X
Explosives	1.3, 1.6	*	*	*	4	2	2	4	3	3	4	4	4	2	4	2	2	X
Explosives	1.4	*	*	*	2	1	1	2	2	2	2	2	2	X	4	2	2	X
Flammable gases	2.1	4	4	2	X	X	X	2	1	2	X	2	2	X	4	2	1	X
Non-toxic, non-flammable gases	2.2	2	2	1	X	X	X	1	X	1	X	X	1	X	2	1	X	X
Toxic gases	2.3	2	2	1	X	X	X	2	X	2	X	X	2	X	2	1	X	X
Flammable liquids	3	4	4	2	2	1	2	X	X	2	1	2	2	X	3	2	X	X
Flammable solids (including self-reactive substances and solid desensitized explosives)	4.1	4	3	2	1	X	X	X	X	1	X	1	2	X	3	2	1	X
Substances liable to spontaneous combustion	4.2	4	3	2	2	1	2	2	1	X	1	2	2	1	3	2	1	X
Substances which, in contact with water, emit flammable gases	4.3	4	4	2	X	X	X	1	X	1	X	2	2	X	2	2	1	X
Oxidizing substances (agents)	5.1	4	4	2	2	X	X	2	1	2	2	X	2	1	3	1	2	X
Organic peroxides	5.2	4	4	2	2	1	2	2	2	2	2	2	X	1	3	2	2	X
Toxic substances	6.1	2	2	X	X	X	X	X	1	X	1	1	1	X	1	X	X	X
Infectious substances	6.2	4	4	4	4	2	2	3	3	3	2	3	3	1	X	3	3	X
Radioactive material	7	2	2	2	2	1	1	2	2	2	2	1	2	X	3	X	2	X
Corrosive substances	8	4	2	2	1	X	X	X	1	1	1	2	2	X	3	2	X	X
Miscellaneous dangerous substances and articles	9	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X

(his table is applied to unitized dangerous goods; this is to say, in pallets, drums, boxes and crates and other similar packaging. It is not applied to containers carrying dangerous goods)


Table-4.6.1

#### Segregation Table

Numbers and symbols relate to the following terms as defined in this chapter:

<b>1</b>	Away from	3 meters
<b>2</b>	Separated from	6 meters
<b>3</b>	“Separated by a complete compartment or hold from”	12 meters
<b>4</b>	“Separated longitudinally by an intervening complete compartment or hold from”	24 meters
<b>X</b>	The segregation, if any, is shown in the Dangerous Goods List	-



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RoRo gemilerinde ayrıştırma ve istifleme açısından yukarıdaki IMDG Kod 7.5.3.2 tablosu dikkate alınacaktır.

**7.5.3.2 Ro-ro gemilerinin güvertesinde yük taşıma birimlerinin ayrılmasına yönelik tablo**

Ayrırma gerekliliği	Yatay						
		Kapalı ila kapalı		Kapalı ila açık		Açık ila açık	
		Güverte üstü	Güverte altı	Güverte üstü	Güverte altı	Güverte üstü	Güverte altı
"Uzağında" .1	Baştan kıça	Kısıtlama yok	Kısıtlama yok	Kısıtlama yok	Kısıtlama yok	En az 3 m	En az 3 m
	Alabandadan alabandaya	Kısıtlama yok	Kısıtlama yok	Kısıtlama yok	Kısıtlama yok	En az 3 m	En az 3 m
"Ayrılmış" .2	Baştan kıça	En az 6 m	En az 6 m veya bir bölme perdesi	En az 6 m	En az 6 m veya bir bölme perdesi	En az 6 m	En az 12 m veya bir bölme perdesi
	Alabandadan alabandaya	En az 3 m	En az 3 m veya bir bölme perdesi	En az 3 m	En az 6 m veya bir bölme perdesi	En az 6 m	En az 12 m veya bir bölme perdesi
"Tam bir bölme veya ambarla ayrılmış" .3	Baştan kıça	En az 12 m	En az 24 m + güverte	En az 24 m	En az 24 m + güverte	En az 36 m	İki güverte veya iki bölme perdesi
	Alabandadan alabandaya	En az 12 m	En az 24 m + güverte	En az 24 m	En az 24 m + güverte	Yasaklanmıştır	Yasaklanmıştır
"Aradaki tam bir bölme veya ambarla boylamasına ayrılmış" .4	Baştan kıça	En az 36 m	İki bölme perdesi ya da en azından 36 m + iki güverte	En az 36 m	İki bölme perdesi dâhil en az 48 m	En az 48 m	Yasaklanmıştır
	Alabandadan alabandaya	Yasaklanmıştır	Yasaklanmıştır	Yasaklanmıştır	Yasaklanmıştır	Yasaklanmıştır	Yasaklanmıştır


Segregation and stowage rules shall be notified according to IMDG Code 7.5.3.2 table.

Explosives require special segregation in accordance with the compatibility group. Explosives which have the same letter can be stowed together, whatever their class subdivision may be. Since the properties of the substances, materials or articles of a same Class can be very different to each other, in each and every case it will be necessary to consult the Dangerous Goods list previously, to determine the applicable specific segregation provisions.

#### 4.6.2 Segregation within the Cargo Transport Units

Dangerous goods which need to be segregated from each other must not be stowed in the same cargo transport unit (container). Nevertheless, goods which require to be segregated "away from"



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may be transported in the same cargo transport unit upon authorization by the corresponding authority. In this case an equivalent safety degree must be kept.


#### 4.6.3 Segregation in Port Areas

The IMO Maritime Safety Committee (MSC), by way of Circular 1/1216 of 26 February 2008 determined several revised recommendations regarding the risk free transport of dangerous goods and related activities within the port area.

Circular MSC 1216 of 2008 establishes that containers containing dangerous goods must not be stowed above each other. **Containers carrying dangerous cargo of the same class are exempt from this rule.** This exemption is not to be applied to Class 8 cargo (corrosives), if they are different from each other. This is to say, if the Class 8 corrosive cargo is exactly the same substance, they can be stored above each other. Containers must be stowed in such a way that there is always easy access to the doors and to the sides in order to carry out cooling or control work.

Separation between the different classes must be taken into consideration when dangerous goods are stored in special areas or deposits. The chart indicated by IMDG Code will help in the stowage on board ships. IMO's Port Recommendations establishes the following segregation chart for port storage.

Classes		2.1	2.2	2.3	3	4.1	4.2	4.3	5.1	5.2	6.1	8	9
Flammable gases	2.1	0	0	0	S	A	S	0	S	S	0	A	0
Non-toxic, nonflammable gases	2.2	0	0	0	A	0	A	0	0	A	0	0	0
Toxic gases	2.3	0	0	0	S	0	S	0	0	S	0	0	0
Flammable liquids	3	S	A	S	0	0	S	A	S	S	0	0	0
Flammable solids, self-reactive substances and desensitized explosives	4.1	A	0	0	0	0	A	0	A	S	0	A	0

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Spontaneously combustible substances	4.2	S	A	S	S	A	0	A	S	S	A	A	0
Substances which, in contact with water, emit flammable gases	4.3	0	0	0	A	0	A	0	S	S	0	A	0
Oxidizing substances	5.1	S	0	0	S	A	S	S	0	S	A	S	0
Organic peroxides	5.2	S	A	S	S	S	S	S	S	0	A	S	0
Toxic substances (liquids and solids)	6.1	0	0	0	0	0	A	0	A	A	0	0	0
Corrosives (liquids and solids)	8	A	0	0	0	A	A	A	S	S	0	0	0
Miscellaneous dangerous substances and articles	9	0	0	0	0	0	0	0	0	0	0	0	0

**Table-4.6.3**

Segregation table

The chart identifies only three segregation categories for storage in ports.

“0” means pairs of dangerous goods which do not need to be segregated from each other (unless indicated by the individual entry in the numerical list of dangerous goods, which must always be checked, requires so)

“A” indicates segregation requirement “away from ...” the other class in that pair (3 meters)

“S” requires the segregation category “separated from ...” between the classes of that pair

Cargoes of classes 1 (except division 1.4 S), 6.2 and 7 should normally be allowed into the port area for direct shipment or delivery only. These classes have not been included in the table. However, if through unforeseen circumstances, these cargoes have to be temporarily kept, it should be in designated areas. Segregation requirements of the individual class as stipulated in the IMDG Code should be considered by the port authority when establishing specific requirements.


Cleaning of container and portable tanks which contained dangerous goods must be done in a special area, away from those where dangerous goods are stored. Such areas shall be adequately designed and equipped to avoid contaminated washing water ending up in the soil, waterways or sewerage system.

After deconsolidating (un-stuffing/ stripping) a container with dangerous goods, all placards and goods risk identification shall be removed from the container.

## 5. MANUAL FOR DANGEROUS GOODS HANDLED AT SHORE FACILITY

A pocket size Dangerous Goods Manual has been prepared and presented as **ANNEX-10** in order to contribute for making the activities in a safe condition Port facility which carries out loading/discharge, handling and temporarily storing of dangerous goods;

Dangerous goods classes,  
Dangerous goods packages,  
Packaging,  
Labels,

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Marking and packaging groups,  
 Segregation tables for dangerous goods on board and port according to classes,  
 Segregation distances of dangerous goods in warehouse storages,  
 Segregation terms,  
 Dangerous goods documents,  
 Dangerous goods emergency response action flowchart,

## 6. OPERATIONAL ISSUES

### 6.1 Procedures for safely berthing, mooring, loading/discharging, harboring or anchoring of ships transporting dangerous goods at day and night.

**6.1.1** Unless restricted by Bandırma Port Authority, ships carrying dangerous goods are allowed to enter and exit the port at day and night.

**6.1.2** As required by the provision of the Regulation on Transport of Dangerous Goods by Sea stipulating that the Port Operator “ensures that the entry-exit system between the ship and the shore is appropriate and secure”; there’s a strong communication between the ships berthing to the port’s jetties and the shore facility, and there is a shuttle bus service for transferring the ship crew to the main port gate in order to ensure entry and exit of the ship crew without being exposed to port area risks.

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**6.1.3** Ship crew is prohibited from walking on the port area, and this is indicated by signs hanged on specific locations of the jetties. Gangway of the ship will be used for jetty transfers.

**Mooring Locations of Ships Carrying Hazardous Substances:** Ports arriving at Bandırma Çelebi Port and carrying hazardous substances moor at one of the jetties no. 4-5-6 based on the planning. **Çelebi Limanı Layout Plan** showing the jetty numbers of the port is provided as **ANNEX-1**, and **Shore Facility Pictures** are provided as **ANNEX-2**.

**6.1.4** In case of an emergency, the instruction to transport a ship carrying any dangerous cargo on its deck in the port area or removing the ship and its crew from the port area for their security may be given by the shipmaster, decision of the port operator and approval of the port authority.

**6.2 Procedures for additional measures to be taken according to seasonal conditions for loading, unloading and limbo operations of dangerous cargoes.**

**6.2.1** Loading operations of explosives or liquid bulk cargo shall be performed in an open and unprotected manner reacting dangerously if they come in contact with water in stormy weather or when it's raining.

**6.2.2** Bulk dangerous goods which may transform into flammable or toxic vapors or cause simultaneous explosions in case of coming into contact with water must be dried out as much as possible. Such goods must be carried only under dry weather conditions.

**6.3 Procedures for keeping away flammable, combustible, and explosive materials from spark-producing operations and not operating vehicles, equipment, and tools capable of sparking in dangerous goods handling, stowing, and storage areas.**

**6.3.1** Prior to any hot work operation at our facility, the officer of the company responsible for carrying out the hot work shall have the written authorization of the port authority issued for the purpose of such hot work. Such authorization shall include the safety measures to be followed as well as the details of the location of the hot work.

**6.3.2** In addition to the safety measured to be taken as required by the port authority, the officer of the company responsible for carrying out the hot work shall take additional safety measures required by the ship officer and/or interface officer(s).


**6.3.3 Such additional safety measures shall include the following:**

**6.3.3.1** Examination of local areas and adjacent areas involving tests performed by notified test bodies in order to make sure that the areas are free of combustible and/or explosive atmosphere and continue to be so and there is no lack of oxygen and re-examination interval;

**6.3.3.2** Removal of dangerous goods and other combustible materials from work areas and adjacent areas. Such removed materials include lime, sludge, deposits and other possible flammable materials;

**6.3.3.3** Effective protection of combustible building materials against accidental ignition (e.g. beams, wooden partitions, flooring, doors, walls, and ceiling covering).

**6.3.3.4** Sealing and impermeability of open pipes, pipe crossings, valves, joints, gaps and open parts in order to prevent the spread of flames, sparks and hot particles to areas adjacent to the work area or other areas.

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**6.3.4** A copy of hot work authorization and safety measures will be hanged in the area next to the work area in addition to the entrance of each work area. Authorization and safety measures to be taken will be hanged in a place visible by all employees taking part in the hot work and such signs shall be clearly understandable by such employees.

**6.3.5 While executing hot work,**


**6.3.5.1** Inspections will be made to make sure that the conditions haven't changed; and

**6.3.5.2** Minimum one suitable fire extinguisher or other suitable firefighting equipment will be made readily available at the hot work area.

**6.3.6** Upon completion of hot work and for a sufficient period of time following the completion of hot work, an effective fire control will be carried out in the hot work area in addition to the adjacent areas where a hazard caused by heat transfer may occur.

**6.3.7** Please refer to "International Safety Guide for Oil Tankers and Terminals (ISGOTT)" document in particular for additional and more detailed information on hot work and procedures. Permits for works at the facility and on the dock will be issued in accordance with ISGOTT and the Work Permit Procedure.

**6.3.8** Procedure on **hot work assignments and procedures** will be applied.

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## 7. DOCUMENTATION, CONTROL, AND RECORD

### 7.1 Procedures related to all required documents, information and papers related to hazardous substances, their provision and control by the relevant parties.

**7.1.1** The following documents related to Hazardous Substances must be kept up-to-date.

**CSC** 1972 Convention for Safe Containers, as amended

**IMDG Code** International Code of Dangerous Goods Transported by Sea

**IMSBC Code** International Maritime Solid Bulk Dangerous Goods Code

**INF Code** International Code for the Safe Carriage of Packaged Irradiated Nuclear Fuel, Plutonium and High-Level Radioactive Waste on Board Ships

**MARPOL73/78** 1973/78 International Convention for the Prevention of Pollution from Ships, as amended

**S O L A S 74** 1974 International Convention for the Safety of Life at Sea, as amended

**CSS** The Code of Safe Practice for Cargo Stowage and Securing, as amended (CSS Code)

IMO/ILO/UNECE Guidelines on loading cargo transport units (CTU's)

**TDC** The Code of Safe Practice for Ships carrying Timber Deck Cargoes 2011

**GRAIN Code** Grain Code

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

**IGC Code** The International Code for the Construction and Equipment of Ships Carrying Liquefied Gas

**7.1.2** Documents related to the hazardous substances handled at our port must comply with the IMDG Code and the provisions of other relevant legislations.

The aforementioned documents and other relevant documents related to the dangerous goods are kept in our port facility as hard or soft copies. IMDG Code manuals and documents are effectively used in dangerous goods procedures.

**7.1.3 Operations Department will create complete records of the Hazardous Substances received by our port including the dangerous goods that**

Arrive at the port,


Depart from the port,

Stored at the port, and

Temporarily stored at the port,

**and keep them in a manner which is available upon request.**

**Records of dangerous goods are limited to need-to-know.**

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## **7.2 Procedures for keeping a proper and complete up-to-date list of all hazardous substances in shore facility area and other relevant information.**

### **7.2.1** Records of the dangerous goods handled at our port shall be **kept by the Operations department**, and include the following information.

UN Number,  
 PSN name (Proper Shipping Name)  
 Class (with sub-hazards)  
 Packing Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9)  
 Whether it is Marine Pollutant,  
 Consignee,  
 Consignor,  
 Container / Packaging number,  
 Seal number,  
 Additional Information (ignition temperature, viscosity, etc.)  
 Location of Port Area storage  
 Port dwell time

### **7.2.2** Such information are kept **on Computers** or in file order in a manner which can be accessed only the authorized personnel, and are available upon request.


## **7.3 Procedures for control of properly defining of the hazardous substances arriving at the facility, using proper shipping names, certification, packaging/packing, labeling and declaration, loaded and transported safely in the approved packaging, vessel or cargo transport unit in accordance with the guidelines, and reporting of control results.**

### **7.3.1 Planning Department** will verify the accuracy of the following information of the Dangerous Goods to be accepted to the Port based on the transport document issued by the Consignor in coordination with the **Operations Department**:

UN Number,  
 PSN name (Proper Shipping Name)  
 Class (with sub-hazards)  
 Packing Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9)  
 Whether it is Marine Pollutant,  
 Container / Packaging number,  
 Seal number,  
 Additional Information (ignition temperature, viscosity, etc.)  
 Storage location in the port area, whether to be handled in our area,

#### **7.3.1.1** Such information will be delivered tally clerk, Shift Supervisors, Storage officers and need-to-know personnel, HSE and DGSA via Terminals/Documents in order to ensure control of the received dangerous goods.

#### **7.3.1.2** In case the information from the Operations Department conflicts with information of the goods, the Operations Department shall be informed immediately, and the shipper will be instructed to confirm the information of the dangerous goods cargo/vehicle/container and correct the incomplete and incorrect labels and hazard warning signs.

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### 7.3.2 Notification of Dangerous Goods Cargo Transport Units Inspection Results

As required by the circular MSC.1/Circ.1442 of IMO and letter of Directorate General for Dangerous Goods and Combined Transport Regulation dated 04.03.2013 and numbered 80063613/115.01.1099; Cargo Transport Units (CTU) containing cargo subject to the IMDG Code shall be audited for conformity to the IMDG Code as required and notified to the Port Authority at the end of each quarter. Inspection Results Notification Form for Dangerous Goods Cargo Transport Units (CTU) is given under ANNEX-5.

Packing Certificate shall be signed by the shipper after stuffing the dangerous goods into the container. The party signing the Packing Certificate agrees that;

- The substances are loaded, marked, and labeled properly,
- Free of damages or leaks,
- Properly supported and secured for sea voyage,
- All aspects of the IMDG Code are met, and
- The substances are accurately described in the declaration of the consignor.

### 7.3.3 Preparations for Dangerous Goods Arriving at the Facility

Following the notification of dangerous goods, Operations Directorate (Operations Director, Chief of Operations, Shift Supervisor, Chief of Employees Service, Foreman, Tally Clerks, Chief of Container Operations, Operators) will plan the loading/discharge. As part of such planning;

- Preparations for supplying personal protective equipment (PPE) specified on the SDS sheet to the port personnel who will be assigned to loading, unloading, and storage operations will be made,
- Emergency Plan and procedures will be checked,
- Dock will be segregated for loading/discharge,
- Information on the class, main and additional hazards, hazard group of the dangerous goods will be obtained, and
- Information and documents of the notified dangerous goods will be checked.

### 7.3.4 Inspection of Dangerous Goods Arriving at the Port Area

The relevant shipping agency will submit SDS Material Safety Data Sheet and the Emergency Card in Turkish to the port operator. As part of IMDG Code and ADR, all classification, stowage-segregation, placarding, labeling, and packing in cargo transport units will be inspected. In case there are discrepancies between the information received from the Operations department and the cargo, the Shipper and cargo interest will be instructed to verify the information regarding the dangerous goods / vehicles / containers and correct the incomplete and incorrect label and hazard warning signs.

#### Cargoes arriving by road:


##### **In case such cargoes enter the port area in container(s);**

- Containers will be visually inspected.
- Conformity of the placard(s) on the container(s) will be checked.
- Stowage segregation will be carried out in accordance with the entry request form declared by the relevant cargo agent and/or SDS Material Safety Data Sheet.
- In case of nonconformity, the relevant cargo agent will be notified and the cargo will not be allowed in the port area.

#### Cargoes which will enter the port area by sea:

- In case the relevant cargo enters the port area in container(s);**
- Containers will be visually inspected.
- Conformity of the placard(s) on the container(s) will be checked.
- Stowage segregation will be carried out by taking the measures declared by the relevant cargo agent and SDS Material Safety Data Sheet of the cargo mentioned in the discharge list.
- In case of nonconformity, the relevant cargo agent will be notified.



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- f) Safety measures and requirements under the relevant code will be performed by the shipper, cargo agent for carriages under ADR.
- g) Handling will be carried out by taking the measures specified on the SDS sheet.
- h) A letter of undertaking will be requested from the agent cargo company and consignee.

### **7.3.5 Dangerous Cargo Inspection/Full Inspection/Sampling Methods**

- a) Required PPE specified on the SDS will be donned before the dangerous cargo enters the stowage area,
- b) Container door will be opened for inspection/full inspection or sampling under the surveillance of the Inspection Officer,
- c) Dangerous cargo sampling may be performed by the company or relevant organizations and bodies.

### **7.3.6 Dangerous Goods Stuffing and Destuffing Services**

Our port area doesn't offer cargo transport unit stuffing and destuffing services.

## **7.4 Procedures for obtaining and maintaining hazardous material safety data sheet (SDS).**

**7.4.1** As of 1<sup>st</sup> January 2014, National laws require that dangerous goods to be carried in all transportation modes (Road, Rail, Air, and Sea) must accompany a Material Safety Data Sheet (SDS) including the following information.

- UN number,
- PSN (Proper Shipping Name,) (for sea transport)
- Class (including sub-hazards)
- Packing Group (Class 3, 4.1, 4.2, 4.3, 5.1, 6.1, 8, 9)
- Whether Marine Pollutant or not
- Tunnel Restriction Code (for road transport)

**7.4.2** It will be checked for all dangerous goods to be accepted to the port that the dangerous goods are accompanied with SDS Material Safety Data Sheet. [Safety Data Sheets are kept in the Operations Directorate for one year.](#)


## **7.5. Procedures for keeping records and statistics of dangerous goods**

**7.5.1** Records of dangerous goods annually handled at our port are kept by the Operations Directorate. Statistical evaluations are carried out by Trade and Operations departments.

**7.5.2** Operations Department periodically submits a quarterly report containing the information on the dangerous goods handled at our Port Facility to the Port Authority.

**7.5.3** Monthly inventory and inspection reports of the dangerous goods stored on our area are issued and submitted to the Management by operations department.

**7.5.4** Records and reports are archived by the Operations department in 5 year intervals.

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## 7.6. Information on quality management system

The Quality Management System Certificates held by Çelebi Bandırma International Port Management are explained below.

1. ISO 9001:2015 Quality Management Certificate
2. ISO 14001:2015 Environmental Management Certificate
3. ISO 45001:2018 Occupational Health and Safety Management Certificate
4. ISO 10002:2018 Customer Satisfaction Management System Certificate
5. ISO 27001:2013 Information Security Management System Certificate

## 8. EMERGENCIES, EMERGENCY PREPAREDNESS, AND RESPONSE

### 8.1. Response procedures for dangerous goods that endanger/are able to endanger life, property, and/or environment and dangerous incidents involving dangerous goods.

#### 1.1.1 Fire

Procedures under the IMDG Code Emergency Guide (EmS Guide) shall be applied to prevent fire and pollution caused by dangerous goods operations, and responses to FIRES which may be caused by the hazardous substances listed under IMDG Code shall be pursuant to the procedures under Emergency Response Procedures for Fire (EmS For Fire).

Fire hydrants, backup water storage tank in combination with the fire hydrant, and fire cabinets (nozzles, fire hoses) are available on the entire port area.

In case of need, there are two tugboats with fire extinguishing capabilities for fighting possible fires on the ships berthed at the port.

Firefighting equipment is available for individuals who will fight the fire in hazardous substances handling area, and firefighting equipment, fire extinguishers, and first aid units and equipment are kept available for possible fires.


There are two portable emergency containers on the port area containing marine pollution and firefighting tools and equipment. Their locations are shown in the Emergency Plan.

#### 1.1.2 Leakage

In case of leakage/spills caused by hazardous substances operations, leakage which may be caused by the hazardous substances listed under IMDG Code will be responded pursuant to the procedures specified under IMDG Code Emergency Guide (EmS Guide), and the spills will be responded pursuant to the procedures specified under Emergency Measures for Spillage (EmS For Spillage). The incident will be reported to the Port Authority.

#### 1.1.3 Marine Pollution

As part of the execution of the Regulation for Implementing of Law Pertaining to Principles of Emergency Response and Compensation for Damages in Pollution of Marine Environment by Oil and Other Hazardous Substances promulgated in the Official Gazette dated 21.10.2006 and numbered 26326, a contract has been executed with a company licensed by the Ministry which is capable of responding to the pollution of marine environment by oil and other hazardous substances, and the equipment and materials required for emergency response to marine pollution are available at the port facility. List of equipment and materials required for emergency response to marine pollution are annexed herein.

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In case of leakage or spillage arising from hazardous substances, such event shall be evaluated as Level 1 event provided that it poses a serious threat to sea and environment, and responded accordingly by implementing “Emergency Response to Shore Facility Marine Pollution” as well. Emergency assembly areas of port operator are shown in ANNEX-8, Shore Facility General Layout Plan. Shore Facility General Emergency Management Chart is provided as ANNEX-9.

#### **8.1.4 Protective Actions**

**8.1.4.1 Protective Measures,** the following measures will be taken in case of an event involving release of a hazardous substance in order to protect the health and safety of the emergency response teams and the public.

**8.1.4.2 Isolation of Hazardous Area and Prohibition of Entry** means that anyone who will not directly partake in emergency response operations are kept away from the area. Unprotected emergency response teams shall not be allowed to enter the isolated zone.

**8.1.4.3 The purpose of such “isolation”** is to primarily ensure control over the area where the operations will take place. This is the first step for all kinds of subsequent protective actions which may be implemented.

#### **8.1.5 Evacuation**

**8.1.5.1 Evacuate:** It shall be made sure that everyone under the threatened area is transferred to a safer area. There must be sufficient time to warn the people, get prepared, and leave the area in order to evacuate. If there is sufficient time, the best measure of protection is to evacuate.

**8.1.5.2** Evacuated individuals may not be completely safe due to the hazard even if they’re evacuated to recommended distances. Such individuals will not be allowed to crowd up at such distances.

**8.1.5.3** Evacuated individuals will be transported to a specific distance via a special route and another location where they will not need to be evacuated to another location for a second time in case of wind.

#### **8.1.6 Protection at the Scene**

**8.1.6.1** The measure to take under protection will be taken in case it is required to take people under protection in a building and keep them inside until it’s all clear and in case evacuation efforts pose a greater risk than keeping them at the scene, or there is no possibility for evacuation. People inside shall be instructed to close all the windows and doors and turn off all ventilation, heating, and cooling systems.


**8.1.6.2** Protection measure at the scene will not be the best measure in the following cases:

**8.1.6.2.1** combustible vapors,

**8.1.6.2.2** it will take a long time to degas the area,

**8.1.6.2.3** it’s not possible to tightly seal the buildings,

**8.1.6.2.4** in case the windows are shut and the ventilation systems are turned on, vehicles may provide a certain level of protection for a short period. However, vehicles are not as safe as building for protection at the scene.

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**8.1.6.3** It is crucial to maintain communication with competent individuals inside the building in order to give advice regarding changing conditions. People taken under protection at the scene must be warned to stay clear of the windows since there is a risk of glass or metal parts hitting in case of a fire and/or explosion.

**8.1.6.4** Each event related to hazardous substances vary from each other. There are specific issues and concerns for each event. Type of action intended to protect individuals must be carefully selected.

## **8.2 Information about the possibility, capacity, and capability of shore facility to response emergencies.**

**8.2.1 Emergency Plan and** approved fire plan of the Facility will be followed **in case of emergencies**. Firefighting teams are formed for each shift. Trainings and drills are carried out at planned and unplanned indefinite times based on various scenarios and the relevant records are created. Firefighting equipment anticipated in the approved plan is provided in full and respective maintenance, inspections, and tests are performed.

**8.2.2** The facility has an approved plan in place for fighting against Environmental and Marine Pollution. Teams fighting against Pollution are formed for each shift. Trainings and drills are carried out twice a year based on a planned scenario and the relevant reports and records are created. Equipment related to Environmental and Marine Pollution are stored at the facility and respective inventory is taken and inspections are performed. Furthermore, the facility has a protocol in place for the materials stored in the area for receiving support in case of insufficiencies.

**8.2.3** Response teams will be assigned for hazardous substance spills in accordance with this guide and as required by the IMDG Code.

## **8.3 Arrangements related to the first response to accidents involving hazardous substances (first response methods, first aid possibilities and capabilities, etc.)**


**8.3.1** Emergency Response Plan will be followed in case an Emergency occurs at the port or indications thereof are identified. Based on such plans, Emergency Coordinator will initiate the process of taking appropriate measures as required by the Emergency Management System. Emergency Management Group will review and implement the decisions on the measures to be taken in accordance with ISGOTT and IMDG Code. Developments will be continuously monitored by the Emergency Management Group, and if necessary, decisions will be made on the subjects of taking higher level of measures or getting help.

**8.3.2** Emergency Management Group will operate at the Emergency Management Center or in an equivalent area. Emergency management may be assumed by

- Facility / Area
- Organizations
- District Emergency Management Center
- Provincial Emergency Management Center
- Central administration.

at various levels depending on the severity of the emergency.

**8.3.3** Emergency Management at facility level will be maintained by means of a well-designed organization, personnel equipped with trainings and drills, and Emergency Plans including procedures and documents and using secure and fast internal and external means of communication.

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The following measures will be implemented as a basis for Emergency Management in order to monitor and control the process.

ACTIONS	Relevant Departments
<b>WARNING:</b> Notifying that an emergency and a contingency has occurred/there is a higher possibility	All Personnel and Ship
<b>CALL FOR HELP:</b> Contacting the relevant departments and providing information	All Personnel
<b>RESPONSE:</b> Response with the appropriate equipment and trained personnel as identified in the Emergency Plan as soon as possible	Response Teams
<b>FIRST AID:</b> Administering first aid until professional support teams arrive	All Personnel who has received First Aid Training
<b>RECOVERY:</b> Rescuing materials, vehicles, information, documents, and other important papers of the Port Facility	First Aid Personnel
<b>PROTECTION:</b> Protecting the recovered materials, vehicles, information, documents, and other important papers	Security Personnel
<b>INFORMATION:</b> Giving required explanation to the customers and other parties involved in a business relations and the Press	Press and Public Relations
<b>MANDATORY NOTIFICATIONS:</b> Submitting the notifications to the public authorities as required by the regulation	Management


**8.3.4** In case of poisoning, injuries, etc. caused by hazardous substances which require first aid, the sickbay will be notified and the required emergency response will be provided.

**8.3.5** Medical First Aid Guide (MFAG) annexed to the IMDG Code shall be used for accidents at the port facility involving hazardous substances, workplace doctor and other healthcare professionals are assigned for administering medical first aid in all possible accidents/injuries as part of the Law No. 6331 on Occupational Health and Safety. Port facility is equipped with 1 fully-fledged sickbay and personnel that is 10% of the total headcount certified as first responders. First aid trainings are provided in the workplace in accordance with the regulation.

#### **8.4 Notifications to be made in and out of the facility in emergencies**

Events caused by all kinds of hazardous substances which may lead to damage to the hazardous substances and individuals in the port area, ship(s) berthed at the port, port itself or any property or environment must be notified to the Port Authority as soon as possible using the “Hazardous Substance Event Notification Form” provided in ANNEX-16. In this context;

- Spills of hazardous and dangerous substances or fire risks and events occurring in the area of responsibility are immediately notified to the Port Authority and emergency response officers.
- Safety measures required for hazardous substances are unsecure, do not comply with the guidelines or that pose risk to individuals or environment are taken and notified to the Port Authority.

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## 8.5 Accident reporting procedures

### 8.5.1 Communication

8.5.1.1 The communication channel for the determination of methods of communication in or out of the port in case of emergencies which may occur at the port facility and effective management of emergencies are identified as

- Landline Mobile Phones
- Computers
- Radio
- Siren
- Messengers

8.5.1.2 Internal communication in case of emergencies occurring at the port are primarily via radio and intercoms. The communication between the Port and the Ship is maintained via the radio provided by the Port or VHF marine band radio.


8.5.1.3 Secure communication must be established with the public authorities, adjacent facilities and the interested parties as soon as possible in case of an emergency which may occur at the port.

### 8.5.2 Reports

8.5.2.1 Emergency Management Center will execute the reporting system for properly informing the relevant authorities about the Emergency occurring at the Port as soon as possible. Records of such reports involving information which needs to be notified in case of an emergency will be created properly.

8.5.2.2 Accidents involving dangerous goods will be absolutely reported to the Port Authority. Report format will be freeform, and include the article 8.4 in full.



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## 8.6 Coordination, support, and cooperation method with public authorities

**8.6.1** All accidents related to hazardous substances will be primarily coordinated with the Port Authority. Support and cooperation with the Police Department, Municipality, Customs Directorate and Provincial / District Fire Department, AFAD, and assistance units of adjacent facilities will be provided upon notification by the Port Authority.

**8.6.2** In case of noticing indications of a possible explosion, fire or emergency at the adjacent facility, first, the measures will be increased at the facility, and then the teams will be prepared to help the adjacent facility.

**8.6.3** In case it is evaluated that there is no time or capability to ask for help by taking into account the urgency of the situation and the extent of the danger, aid and support teams will be assigned to respond to the event.

**8.6.4** Dangerous goods area and the classes, quantities, and hazard risks of the goods in such area will be evaluated, and preparations will be made for measures such as discharging and thinning the cargoes, and lifting the ship to the mooring berth in case there is a ship in the interface.

## 8.7 Emergency evacuation plan for ships and sea vehicles from the port facility in emergencies

“Çelebi Port Emergency Action Plan” will be activated in case evacuation of ships from the port is deemed as required in case of emergencies caused by hazardous substances. In this context, port personnel, ship crew and emergency response team will take charge. Çelebi Kılavuzluk tugboats will be used to tow the ship away from the jetty in case of an emergency.

### 8.7.1 Emergency Segregation System Preparation

**8.7.1.1** All emergencies must be notified to the Port Authority.

**8.7.1.2** In case it is decided that the ship must be segregated urgently, it is necessary for the Port Authority to advice safe locations which the Ship can be transported to under controlled conditions.

**8.7.1.3** The shipmaster and Port facility shall initiate emergency segregation operation by reaching a mutual understanding in cases which require emergency segregation, and notify such operation to the Port Authority as soon as possible. A representative from the Port Authority or Port Master, Terminal Director/Operating Officer, Shipmaster, Harbor Pilot will reach a mutual understanding regarding the time and method of segregation prior to emergency segregation as long as the severity and time of the emergency allows to do so.

**8.7.1.4** Ship engines, steering gears, and Marine System cast off equipment must be ready for operation immediately.


**8.7.1.5** All cargo unloading and ballast flooding operations must be stopped and must be prepared for segregation operation.

**8.7.1.6** Fire circuit of the ship must be flooded with water and use of water mist must be initiated for strategic sections.

**8.7.1.7** In case vent to atmosphere is required, engine room crew must be ready, all nonmandatory receiving inlets must be closed and all safety measures related to normal procedures must be taken, a warning notification must be released.

**8.7.1.8** Local police or fire department must be notified immediately in case required response in all emergencies exceed the capabilities of the terminal.

**8.7.1.9** While the decision to lift the ship under control is based on the principle of security of life, such decision shall include the following conditions:

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Adequacy of tugboats

Self-lifting capability of the ship

Existence of safe locations where a Ship may navigate to or towed to in emergencies

Firefighting adequacy

Proximity of other ships

Fire Ropes

**8.7.1.10** Fire ropes must be located at the seaward bow and quarter of the ship as long as the ship is berthed at the port facility. Eyelets of the ropes must be lowered to the sea level and the part above the broadside must be tightened by wrapping around the bollard at least five turns. The part of the port above the broadside must be tight starting from the bollard. A lanyard capable of carrying the rope must be tied up right before the eyelet of the rope and the eyelet of the rope must be positioned at three meters above the sea level. Eyelet of the rope must be maintained at the said level while the ship is berthed at the port facility.

## **8.7.2 Performing Emergency Segregation**

**8.7.2.1** All of the above preparations will be reviewed and if deemed appropriate lifting procedure will be initiated urgently.

**8.7.2.2** Emergency Segregation process will be based on carrying out the following procedures in the defined order.

**8.7.2.3** A close coordination and cooperation between the Terminal, Ship and Port Officials are required at each stage.

**8.7.2.4** Emergency Segregation Process:

Alarming

Providing information about the emergency via VHF, telephone

Initial assessment of the situation between the shipmaster and port facility official

Suspension of operation

Implementation of the Port Facility and ship emergency plan measures

Deterioration of the situation and existence of aforementioned emergency segregation conditions

Situation assessment between the shipmaster, port facility official, port official or harbor master, and harbor pilot

Decision of emergency segregation

Informing the adjacent facilities and other ships

Deployment of tugboats around the ship for emergency segregation, completing the preparations, and notification of readiness

Completion of the ship preparations by the shipmaster and notification of readiness

The official giving the approval for opening the release hooks

### **ATTENTION!**

**SHIP EMERGENCY SEGREGATION PROCEDURE SHALL BE CONSIDERED AS A LAST RESORT SOLUTION, AND THE RELEASE HOOKS SHALL NOT BE RELEASED BEFORE ALL THE MEASURES ARE TAKEN AND AFOREMENTIONED CONDITIONS ARE FULFILLED.**


## **8.7.3 After Emergency Segregation**

**8.7.3.1** Decision and declaration of towing and location after segregation.

**8.7.3.2** Towing / berthing the ship by tugboats or ship's engine to the designated area

**8.7.3.3** Inspection of the Port Facility to identify a possible damage or deficiency



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**8.7.3.4** Assessment of the time when the ship and the port facility will be ready to handle goods

**8.7.3.5** Sharing the problems, if any, which have occurred during emergency segregation

Pilotage and towage department and the shore facility officials have reached a mutual understanding for fire, explosion, and similar emergencies which may occur during loading/discharge.

Sufficient number of tugboats with sufficient towing capacity equipped with firefighting equipment suitable for weather and sea conditions will be sent to the scene as soon as possible in case of emergencies to quickly tow the ship away from the facility to a safe location as required by the protocol executed with the authorized company.

## **8.8 Procedures for handling and disposal of dangerous goods and wastes contaminated by dangerous goods**

### **8.8.1 Waste Collection and Transfer**

8.8.1.1 Wastes generated are collected separately in respective waste bins based on the type of waste, transferred, and stored temporarily. Wastes generated as a result of maintenance operations are handled in this context as well.

8.8.1.2 In case an additional waste class is identified in addition to the current ones, such class shall be integrated to the system.

### **8.8.2 Waste Disposal**

8.8.2.1 Collected wastes will be taken to Hazardous waste temporary storage are based on being hazardous or nonhazardous waste. They are removed from the facility by contracted organizations in accordance with the statutory recovery/disposal methods.

8.8.2.2 Transport and/or disposal capabilities of all contractors and carriers using appropriate methods under the scope of the waste management will be examined.


8.8.2.3 If a contractor service is used for transporting, selling and/or disposal/recovery of wastes, such contractors will be assessed whether they fulfill their statutory obligations or not and in terms of their waste recovery and disposal methods without causing damage to the environmental.

8.8.2.4 All waste disposal records must be kept.

### **8.8.3 Contaminated Packaging**

8.8.3.1 Such wastes are empty drums. When such wastes are generated, they are taken to the contaminated packaging area in the dumpsite. Environmental Consultancy Agency and Environmental Management System Official contact the contracted and licensed company within the period stipulated in the regulation making sure that they are taken away by completing the online form in MoTAT system. The relevant MoTAT form and other documents are kept in the environment file.

8.8.3.2 Contaminated Wastes: When such wastes, used gloves, oakum, etc. are generated, they are collected in the drum with the relevant waste name located at the production-storage exit and taken to the dumpsite. Environmental Consultancy Agency and Environmental Management System Official contact the contracted and licensed company within the period stipulated in the regulation making sure that they are taken away by completing the online form in MoTAT system. The relevant MoTAT form and other documents are kept in the environment file.

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## **8.9 Emergency drills and records.**

### **8.9.1 Drill Practices**

Personnel included in the emergency organization shall be prepared for duty by means of various trainings in order to be prepared for emergencies at the facility. Drills shall be carried out under the coordination of experts and consultants whenever necessary. In this context, the relevant Port personnel has received IMDG Code trainings on dangerous goods and certified accordingly. It shall be planned that the drills which will serve for the purpose of testing the adequacy of emergency plans and being prepared for real world events shall be carried out and practiced in accordance with the worst case scenarios which may occur at the facility.

### **8.9.2 Drill Scenarios**

Worst case scenario of a single event or combined events which may occur at the port shall be anticipated as part of drill planning. Drills shall be carried out in the fastest and most effective way possible in accordance with the prepared scenarios.

## **8.10 Information on fire protection systems**

### **8.10.1 Emergency and fire equipment are as follows:**

Fire Hydrants, Fire Extinguishers, Fire Cabinets and Fire Hoses, Field Fire Alarm Detectors, and Electric and Diesel Fire Pumps.

**Fire inventory is as mentioned in the Emergency Plan.**

## **8.11 Procedures for approval, inspection, test, maintenance, and keeping ready for use of fire protection systems**

Fire prevention and fire protection systems and equipment available at the port facility are periodically inspected.

## **8.12 Measures to be taken in case fire protection systems are nonoperational**


**8.12.1** Facility firefighting equipment are systems established serving as a spare system with alternative capabilities for one another.

**8.12.2** Support from adjacent facilities, **Fire Brigades and AFAD** Units will be requested in case the firefighting equipment of the facility are not operational or inadequate.

**8.12.3** If possible, other hazardous and flammable materials/vehicles expected to be affected by the fire shall be removed from the zone.


**8.12.4** A protocol stipulating the conditions and scope of providing assistance and support may be required to be executed.

**8.12.5** Resource capabilities of tugboats or sea vehicles with firefighting capabilities in the region shall be considered as well.

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### 8.13 Other risk control equipment.

8.13.1 Periodic maintenance and controls of gas detectors submersible oxygen mask, and similar risk control equipment are carried out in accordance with the maintenance instructions calibrations are made and kept with documents.

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## 9 OCCUPATIONAL HEALTH AND SAFETY

### 9.1 Occupational health and safety measures.

Port Facility Operator is liable for preventing the effects of hazardous chemicals on its employees when working with hazardous chemicals, and in case this is not possible, minimizing such effects and taking all kinds of measures required to protect the employees against the hazards of such substances.

**As in the Occupational Health and Safety Internal Directive Plan.**

### 9.2 Information on personal protective clothing and procedures for their use.

#### Personal Protective Equipment of Response Teams

##### Level A

Area of use: Events requiring high level of skin, respiratory, eye, etc. protection – Gasproof.

Positive pressure cylinder breathing apparatus – SCBA

Chemical protective clothing

Gloves, internal surface shall be resistant to chemicals

Gloves, external surface shall be resistant to chemicals

Boots or top boots, resistant to chemicals, steel heels

Underwear, cotton, long-sleeve and long johns

Hard Hat

Long-sleeve

Bidirectional radio communication (non-sparking)

##### Level B

Minimum level required to enter and exit the scene of incident, rather for liquid dispersions and spills

Positive pressure cylinder breathing apparatus – SCBA

Chemical protective clothing

Gloves, internal surface shall be resistant to chemicals

Gloves, external surface shall be resistant to chemicals

Boots or top boots, resistant to chemicals, steel heels

Hard Hat

Bidirectional radio communication (non-sparking)

Facemask

##### Level C

Used as soon as the chemical is known, concentration is determined, and decided that skin and eyes will not sustain damages. However, continuous measurement is necessary.

→Full mask, air filter

→Chemical protective clothing

→Gloves, internal surface shall be resistant to chemicals


→Gloves, external surface shall be resistant to chemicals

→Boots or top boots, resistant to chemicals, steel heels

→Hard Hat

→Bidirectional radio communication (non-sparking)

→Facemask


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#### **Level D**

Uniforms (emergency response teams). Requires long-sleeve and safety shoes/boots. Other personal protective equipment varies according to the incident. In case contact with skin is expected, relevant type of clothing must be made available.

#### **9.3 Confined space entry permit measures and procedures.**

The procedure for the activities to be carried out in confined spaces both at the coastal facility and on board ships is attached and the form to be used for entry to closed areas has been issued as a permission document.

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## 10 OTHER ISSUES

### 10.1 Validity of Hazardous Substance Compliance Certificate.

The Dangerous Goods Conformity Certificate (TYUB) is periodically extended as a result of the application made two months before its expiration date.

### 10.2 Duties Defined for Hazardous Substance Safety Advisor

#### 10.2.1 Main duties of the advisor

10.2.1.1 Monitor compliance with the requirements for the transportation of dangerous goods.

10.2.1.2 Provide recommendations to the coastal facility on the transportation of dangerous goods.

10.2.1.3 To prepare an annual report to the coastal facility on the activities of the coastal facility operator in the transportation of dangerous goods. (Annual reports are kept for 5 years and submitted to the administration upon request.)

#### 10.2.2 To follow the following practices and methods;

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

10.2.2.2 Loading / unloading procedure for dangerous goods handled and temporarily stored,

10.2.2.3 Whether the coastal facility takes into account the special requirements for the dangerous goods transported when purchasing the means of transport for the dangerous cargoes handled,

10.2.2.4 Control methods of equipment used in the transportation, loading and unloading of dangerous goods,

10.2.2.5 Whether coastal facility employees have received appropriate training, including changes in legislation, and whether records of this training are kept,

10.2.2.6 Suitability of emergency methods to be applied in the event of an accident or an incident affecting safety during the transportation, loading or unloading of dangerous goods,

10.2.2.7 Compliance of reports on serious accidents, incidents, or serious violations occurring during the transportation, loading or unloading of dangerous goods,


10.2.2.8 Determine what measures are necessary to prevent the recurrence of accidents, incidents, or serious violations and evaluate the implementation,

10.2.2.9 Selection of subcontractors or 3rd parties and the extent to which the rules for the transport of dangerous goods are taken into account,

10.2.2.10 Determining whether employees working in the transportation, handling, storage and loading/unloading of dangerous goods have detailed knowledge of operational procedures and instructions

10.2.2.11 Appropriateness of measures taken to be prepared for risks during transportation, handling, storage and loading/unloading of dangerous goods

10.2.2.12 Procedures on all mandatory documents, information and documents related to hazardous substances.

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10.2.2.13 Procedures for the safe berthing, mooring, loading / unloading, sheltering or anchoring of ships carrying dangerous goods at day and night.

10.2.2.14 Procedures for additional measures to be taken according to seasonal conditions for loading, unloading and limbo operations of dangerous goods.

10.2.2.15 Procedures for fumigation, gas measurement and degassing works and operations. Procedures for keeping records and statistics of dangerous goods,

10.2.2.16 Accuracy of the issues regarding the capability, capability and capacity of the coastal facility to respond to emergencies,

10.2.2.17 Compliance of arrangements for first interventions to be made for accidents involving hazardous substances,

10.2.2.18 Procedures for handling and disposal of damaged dangerous cargoes and wastes contaminated with dangerous cargoes,

10.2.2.19 To check information on personal protective clothing and procedures for their use.

### **10.3 Particulars applicable to carriers of hazardous substances arriving at the shore facility by road/leaving the port facility (documents that road vehicles carrying hazardous substances are required to hold when entering/leaving the port or shore facility, equipment and instruments that such vehicles are required to have; port area speed limits, etc.)**

**10.3.1** Road vehicles delivering cargo to the port or transporting cargo from the port shall be inspected by the Customs Directorate at port entry and exit. Port security personnel shall make the required records and inspections under their area of duty.


10.3.2 The following articles must be available in the vehicle as required by European Agreement concerning the International Carriage of Dangerous Goods by Road (ADR) Regulation on Transport of Dangerous Goods by Road:

- a) Dangerous goods Transportation Driver Training Certificate (SRC5)/ADR Driver Training Certificate
- b) Vehicle dangerous good transport certificate (Vehicle Compliance Certificate/ADR Compliance Certificate)
- c) Photocopy of the transport authorization document obtained from relevant/authorized authorities for transport of Class 1, Class 6, and Class 7 dangerous goods defined under ADR (amended as annual authorization)
- d) Hazardous Substances and Hazardous Wastes Compulsory Liability Insurance Policy
- e) Blank orange placard in the front and rear of the vehicle carrying the dangerous goods
- f) Hazardous substance transport document
- g) Written instruction given to the driver by the shipper as to how the vehicle personnel will act in case of danger or accident as required by ADR regulation
- h) Personal and protective equipment specific to the carried cargo to be used in case of emergencies
- i) Multimodal Dangerous Goods Transport Form under ADR Section 5.4.5 for multimodal dangerous goods

#### **10.3.2 Mandatory documents**

Dangerous Goods Declaration, Dangerous Goods Transport Waybill, Multimodal Dangerous Goods Form, Dangerous Goods Manifest, Packing and Container/Vehicle Loading Certificate, Safety Data Sheet, transport document indicating proof of exemption for carriages under ADR/RID/IMDG Code 3.4 and 3.5, transport document indicating proof of exemption for carriages under ADR 1.1.3.6, CSC Certificate for container carriages

Certificate evidencing that the vehicle is in conformity in case heat-treated vehicle is used in cargo transport unit (CTU) and loading safety or in connection with the carriage

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Loading safety certificate indicating that the cargoes in the containers or vehicles are properly secured under the IMDG Code

In the cargo transport units arriving at the port facility and the cargo transport units leaving the port facility, risk assessment results of those containing hazardous gas or fumigated, If the gas measurement is made, the certificate of conformity with the transport

Hazardous goods arriving at the port facilities and leaving the port facilities without the necessary compulsory documents for transport listed above cannot be transported. Cargoes not properly secured under the IMDG Code are also treated as dangerous goods.


### **Mandatory equipment for vehicles**

- Portable fire extinguishers,
- At least one chock of appropriate size to the wheel diameter and maximum mass for each vehicle,
- Two self-standing warning signs,
- Eye rinsing liquid,
- Warning vest,
- Portable lighting apparatus,
- A pair of protective gloves,
- Eye protection goggles,
- Emergency escape mask,
- Shovel, Drain seal, Collection container

### **10.3.3 Speed Limit at Port Facility**

Speed limit is 20 km/h at our Port Facility.



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**10.4 Particulars applicable to carriers of hazardous substances arriving at the shore facility by sea/leaving the port facility (day/night signs that the ships and sea vehicles carrying dangerous goods must show at the port or port facility, cold and hot work procedures of ships, etc.)**

#### **10.4.1 Arrival by Sea**

##### **10.4.1.1 Packed dangerous goods:**

**10.4.1.1.1** Vessel name and vessel IMO number, agent, and estimated time of arrival (ETA), normally 24 hours at the latest prior to arrival;

**10.4.1.1.2** Proper shipping name of dangerous goods, UN number, class under class 1 or designated subclass of the articles, compatibility group (if applicable), sub-risk if any, number and type of boxes, packing group, flash point range (if applicable), quantity, and additional information as required under IMDG Code section 5.4;

**10.4.1.1.3** Each cargo, shipment or item on the list must be numbered in consequential sequence for easy reference.

**10.4.1.1.4** Stowing dangerous goods by indicating the ones which will be unloaded and remain onboard;

**10.4.1.1.5** Dangerous goods which will remain onboard must be indicated with by referencing the number in the list (please refer above).

**10.4.1.1.6** State of dangerous goods in case of a nonconforming hazard occurrence possibility; and

**10.4.1.1.7** Any known defect(s) which may compromise the port area or ship security.

##### **10.4.1.2 Bulk dangerous goods (liquid or solid):**

**10.4.1.2.1** Vessel name and vessel IMO number, agent, and estimated time of arrival (ETA), normally 24 hours at the latest prior to arrival;

**10.4.1.2.2** A list showing the product names of bulk dangerous goods and other required information as required by the IMO Code;

**10.4.1.2.3** For cargoes, a valid International Compliance Certificate for Carriage of Dangerous Chemicals in Bulk or a valid Compliance Certificate for Carriage of Dangerous Chemicals in Bulk, whichever is applicable, International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate) and/or International Oil Pollution Prevention Certificate;

**10.4.1.2.4** Dangerous goods remaining on board must be indicated by referencing to the relevant number on the list;


**10.4.1.2.5** Combined carriers entering a dry cargo terminal must indicate the characteristics of last three cargoes and where applicable, flash points and current status of the tank/hatches (i.e., whether degassed).

In case of any nonconforming hazard occurrence possibility, status of dangerous goods and cargo containment and conveying system, and a known defect in the bulk cargo equipment and instrumentation; and

**10.4.1.2.6** Any known defect which may compromise port area or ship security.

**10.4.1.3.7** Additional information which may be submitted to the port administration prior to bringing the dangerous goods to the port area or leaving the port area may be the ones indicated under ISPS Code Chapter B. Below are the examples of other information required by the regulatory agencies related to packaged dangerous goods:

- .1 Container number
- .2 Transport license number or reference (if IMDG Code class 1 or 7);
- .3 Consignee or local carrier name and contact details (if available).

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## **10.4.2 Departing by Sea**

### **10.4.2.1 Packaged dangerous goods:**

**10.4.2.1.1** As required by the regulatory agencies, vessel name and vessel IMO number, agent, and estimated time of departure (ETD);

**10.4.2.1.2** Proper shipping name of dangerous goods, UN number, class under class 1 or designated subclass of the articles, compatibility group (if applicable), sub-risk if any, number and type of boxes, packing group, flash point range (if applicable), quantity, and additional information as required under IMDG Code section 5.4;

**10.4.2.1.3** Onboard stowage location of dangerous goods.

### **10.4.2.2 Bulk dangerous goods (liquid or solid):**

**10.4.2.2.1** As required by the regulatory agencies, vessel name and vessel IMO number, agent, and estimated time of departure (ETD);

**10.4.2.2.2** A list showing the product names of bulk dangerous goods and other required information as required by the IMO Code;

**10.4.2.2.3** For cargoes, a valid International Compliance Certificate for Carriage of Dangerous Chemicals in Bulk or a valid Compliance Certificate for Carriage of Dangerous Chemicals in Bulk, whichever is applicable, International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NLS Certificate) and/or International Oil Pollution Prevention Certificate;

**10.4.2.2.4** Onboard stowage or location of dangerous goods.

## **10.4.3 Cold and hot work aboard ships at the port carrying dangerous goods**

As required by the provision stipulated under article 22 of the Ports Regulation, “Ships and sea vehicles in port areas are not allowed to carry out repair, scraping and painting, welding and other hot works, release lifeboats and/or boats, or any other maintenance procedures unless an authorization is obtained from the Port Authority. Ships and sea vehicles which will carry out such works are required to coordinate with the shore facility operator if they are at the shore facility”, aforementioned works on ships carrying dangerous goods including the ships berthed at the port are subject to the authorization of the Port Authority. Such works are not allowed on ships unless required coordination is made with the port operator. It is ensured that the hot works on the ships are carried out in accordance with the Hot Work Permits for Working on Dangerous Goods Procedure.

### **Minimum Safety Requirements for Hot Works on Board:**

a. Before starting any hot work in shore facility, the responsible person of the company to carry out the hot work must be in possession of written authorization to carry out such hot work issued by the Port Authority.

b. In addition to the safety precautions required by the Port Authority, before starting any hot work, the responsible person of the company to carry out the hot work shall take any additional safety precautions required by the ship and/or berth. Port officer shall be informed about the measures taken. Such measures **include:**


Examination of local areas and adjacent areas, including tests conducted by accredited bodies to ensure that the areas are free of flammable and / or explosive atmospheres and where appropriate not deficient in oxygen;

Removal of dangerous goods and other flammable substances and articles away from the working and adjacent areas.

Efficient protection of flammable structural members such as beams, wooden bulkheads, floorings, hatches, walls, and ceiling coverings against accidental ignition

Sealing of open pipes, pipe lead through, valves, joints, gaps and open parts to prevent the transfer of flames, sparks and hot particles from working areas to adjacent or other areas

A duplicate of the hot work authorization and safety precautions shall be posted adjacent to the work

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area as well as at each entrance to the work area. The authorization and safety precautions shall be readily visible to, and clearly understood by all persons in charge of hot work.

c. The following particulars must be taken into account by the shipmaster and crew while carrying out hot work:

Checks shall be carried out to ensure that conditions have not changed.

At least one suitable fire extinguisher or other suitable fire extinguishing equipment shall be readily available for immediate use at the location of the hot work.

During hot work, after completion of such work, and after a reasonable amount of time following the completion of such work, a fire detector shall be installed in the area of hot work as well as adjacent areas where a danger causing from the transfer of heat may be created.

## **10.5 Additional particulars to be applied by the shore facility.**

### **10.5.1 Security**

Various port security facilities and capabilities in the port area where dangerous goods operations are carried out. The port facility is a port facility under the scope of ISPS Code, and the security team works based on 24/7 working order in 3 shifts, and regular patrols are worked in the port area. Port security is effectively maintained by a security vehicle is available at port entry-exit points and CCTV cameras at a height and quality conforming to ISPS surrounding the port border monitoring the surrounding wire wall and entire port area. Number of vehicles and persons entering-exiting the port is recorded electronically and monitored instantaneously.

### **10.6 Accident Prevention Policy**

Under Accident Prevention Policy (ANNEX-18 P.05).

### **10.7. Responsibilities of the Personnel Assigned to Operations**

**Provisions of this Guide shall be enforced by the Directorate of Port Operations.**


#### **10.7.1 Operations Officer**

10.7.1.1 Acts pursuant to the checklists under article 10.9.

10.7.1.2 Holds a coordination meeting at least 1 day before the arrival of the dangerous goods at the shore facility and ensures that Operation, Area planning, HSE, DGSA and other interested parties participate in such meeting.

10.7.1.3 In case it is adopted in the meeting that the dangerous goods will be accepted, the preparation and acceptance process will be initiated by informing the management, operation, storage, security, and emergency response units.

10.7.1.4 In case it is necessary to inform the Port Authority about the cargoes which will not be accepted to the shore facility, such circumstance shall be notified to the Port Authority in writing along with the reasons.

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10.7.1.5 By examining the notification documents prior to arrival of the hazardous substances at the port facility;

- a. Designates the name(s) of hazardous substance(s).
- b. Reviews the procedures for handling, loading/discharging hazardous substance.
- c. Identifies the safety measures which are required to be taken by working on the hazards which may be caused by the hazardous substance.
- d. Identifies the personal protective equipment for the personnel who will load/discharge and handle the hazardous substance.
- e. Informs the personnel who will load/discharge and handle the hazardous substance by holding a coordination meeting.
- f. Identifies the equipment, crane, team, number of posts and jetty which will be used for the operation.

10.7.1.6 Assists in implementation of the “Accident Prevention Policy” established at the port facility in order to prevent the accidents which may occur while handling dangerous goods, ensure security life, property, and environment, and minimize the personal and environmental damages of possible accidents.

10.7.1.7 Stops the handling operation in case a nonconformity is identified during handling of dangerous goods and ensures that the such nonconformity is corrected.

10.7.1.8 Continuously inspects the fire, security, and safety measures taken at the facility, and ensures that deficiencies are corrected immediately.

10.7.1.9 Ensures that the shore facility personnel and seamen assigned to handling of dangerous goods wear protective clothing during loading, unloading, and stowage.

10.7.1.10 Ensures that firefighting personnel in the dangerous goods handling area are equipped with fireman’s equipment, and the fire extinguishers and first aid units and equipment are always ready to use.

10.7.1.11 Has grasp of the applications in the emergency evacuation plan for evacuation of ships and sea vehicles from the shore facilities in case of emergencies, and coordinates the operation.

10.7.1.12 Checks whether the personnel assigned to loading, unloading, and handling of dangerous goods has received training on hazardous substances and got certified or not.

10.7.1.13 Ensures that the dangerous goods are safely transported, handled, segregated, stowed, temporarily held, and inspected in the operation area by properly qualified and trained personnel by taking occupational safety measures in accordance with the guidelines.


10.7.1.14 Controls whether all required documents, information, and papers related to dangerous goods are provided with such dangerous goods, and prohibits handling in case deficiencies are identified.

10.7.1.15 Organizes work order with Chief Mate.

10.7.1.16 Ensures with Planning Specialist that the loading/discharge is carried out in accordance with the Approved cargo plan.

10.7.1.17 Ensures that due diligence is exercised in order for all personnel assigned to transport of dangerous goods, packaging, unit loads, and cargo transport units not to get damaged.

10.7.1.18 Takes required measures to prevent the access of unauthorized parties to transport areas while dangerous goods are transported (excluding cargo interest and inspection officer).

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10.7.1.19 Ensures that applicable actions are taken to minimize the current risks in terms of personnel and negative impacts on the environment in case there is a problem with containment of dangerous goods.

10.7.1.20 Ensures that packaging and packs to be used for the operations of replacement, repairs of cargo transport units or inserting damaged packs to recovery packs are in suitable for the specifications of the dangerous goods, manufactured in accordance with the provisions of IMDG Code Section 6, and certified packaging and packs are used.

10.7.1.21 Ensures that handling and temporary storage operations are carried out in accordance with the segregation guidelines.

10.7.1.22 Ensures that fumigated cargo transport units and/or having toxic gas content are stowed in a manner that lids cannot be opened unsupervised.

10.7.1.23 Ensures that measures are taken to prevent packed cargo with class 4.3 goods and bulk cargoes are not impacted by rain, sea water, and similar factors.

10.7.1.24 In case discharge of vessel is partially completed, inspection officer will be instructed to make gas measurements prior to assigning personnel for the discharge of cargo remaining in the cargo hold.

10.7.1.25 Ensures that tarpaulin is laid between the ship and the jetty for handling of solid dangerous goods, and assigns a personnel responsible for cleaning the goods spreading around.

10.7.1.26 Instructs the inspection officer to regularly inspect the toxic or combustible gas concentration which may be caused by solid dangerous goods releasing toxic or combustible gases in areas where such goods are handled by using a gas measurement device, and record the measurements.

**10.7.1.27 Furthermore;** is responsible for having the handling operations carried out in accordance with the following procedures.

10.7.1.27.1 Responsible for safe loading and unloading of bulk dangerous goods.

10.7.1.27.2 Responsible for taking the measures specified in Procedure for Working with Chemicals.

10.7.1.27.3 Responsible for taking the measures specified in Procedure for Handling Liquid Chemicals Onboard, and proper and complete implementation thereof.


10.7.1.27.4 Responsible for taking the measures specified in Procedure for Safe Handling of Packed Dangerous Goods, and proper and complete implementation thereof.

10.7.1.27.5 Responsible for taking the measures specified in Procedure for Safe Handling of Solid Dangerous Goods, and proper and complete implementation thereof.

10.7.1.27.6 Responsible for acting in accordance with the procedures related to fumigation, gas measurement, and degassing operations.

10.7.1.27.7 Responsible for acting in accordance with the procedures related to handling and disposal of damaged dangerous goods.

10.7.1.27.8 Responsible for implementation of SDS dangerous goods safety data sheet procedure for chemicals.

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## 10.7.2 Shift Supervisor

10.7.2.1 Acts pursuant to the checklists under article 10.9.

10.7.2.2 Inspects the personnel equipped with required protective equipment.

10.7.2.3 Warns the cargo interest for avoidance of overloading the trucks exceeding their load capacity, and makes inspections.

10.7.2.4 Checks whether drivers wait at the designated point away from the vehicle during vehicle loading/unloading operations or not, and whether the drivers are equipped with required personal protective equipment or not.

10.7.2.5 Checks occupational safety in the work area, equipment, entry and exit of the external parties, safe handling of the cargo, environmental cleaning, and whether such operations are carried out properly or not.

10.7.2.6 Organizes work order with Chief Mate.

10.7.2.7 Ensures with Planning Specialist that the loading/discharge is carried out in accordance with the Approved cargo plan.

10.7.2.8 Monitors the required segregation procedure based on dangerous good classes.

10.7.2.9 Ensures that due diligence is exercised in order for all personnel assigned to transport of dangerous goods, packaging, unit loads, and cargo transport units not to get damaged.

10.7.2.10 Takes required measures to prevent the access of unauthorized parties to transport areas while dangerous goods are transported (excluding cargo interest and inspection officer).

10.7.2.11 Ensures that applicable actions are taken to minimize the current risks in terms of personnel and negative impacts on the environment in case there is a problem with containment of dangerous goods.

10.7.2.12 Ensures that packaging and packs to be used for the operations of replacement, repairs of cargo transport units or inserting damaged packs to recovery packs are in suitable for the specifications of the dangerous goods, manufactured in accordance with the provisions of IMDG Code Section 6, and certified packaging and packs are used.


10.7.2.13 Ensures that fumigated cargo transport units and/or having toxic gas content are stowed in a manner that lids cannot be opened unsupervised.

10.7.2.14 In case discharge of vessel is partially completed, inspection officer will be instructed to make gas measurements prior to assigning personnel for the discharge of cargo remaining in the cargo hold.

10.7.2.15 Ensures that tarpaulin is laid between the ship and the jetty for handling of solid dangerous goods, and assigns a personnel responsible for cleaning the goods spreading around.

10.7.2.16 Instructs the inspection officer to regularly inspect the toxic or combustible gas concentration which may be caused by solid dangerous goods releasing toxic or combustible gases in areas where such goods are handled by using a gas measurement device, and record the measurements.



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10.7.2.17 Ensures that the surroundings of the areas where hazardous substances which combust spontaneously but not affected by water, such as coal, are equipped with balls of water, and watered in a manner preventing combustion.

10.7.2.18 **Furthermore;** is responsible for having the handling operations carried out in accordance with the following procedures.

10.7.2.18.1 Responsible for safe loading and unloading of solid bulk dangerous goods.

10.7.2.18.2 Responsible for taking the measures specified in Procedure for Working with Chemicals.

10.7.2.18.3 Responsible for taking the measures specified in Procedure for Handling Liquid Chemicals Onboard, and proper and complete implementation thereof.

10.7.2.18.4 Responsible for taking the measures specified in Procedure for Safe Handling of Packed Dangerous Goods, and proper and complete implementation thereof.

10.7.2.18.5 Responsible for taking the measures specified in Procedure for Safe Handling of Solid Dangerous Goods, and proper and complete implementation thereof.

10.7.2.18.6 Responsible for acting in accordance with the hot work procedure.

10.7.2.18.7 Responsible for acting in accordance with the procedures related to fumigation, gas measurement, and degassing operations.

10.7.2.18.8 Responsible for acting in accordance with the procedures related to handling and disposal of damaged dangerous goods.

10.7.2.18.9 Responsible for implementation of SDS dangerous goods safety data sheet procedure for chemicals.

10.7.2.18.10 Implements HSE guidelines by example for others.

## **10.8.HSE Officer**


10.8.1 Acts pursuant to the checklists under article 10.9.

10.8.2 Informs the personnel assigned to the operation about the danger of the cargo and equips with required protective equipment. Ensures environmental safety.

10.8.3 Ensures that personnel will not be assigned to cargo hold and field without inspection officer completing the gas measurements.


10.8.4 Takes required fire measures and checks whether the system is operational or not.

10.8.5 Checks the existence of required warning and caution signs.

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- 10.8.6 Ensures that packaging and packs to be used for the operations of replacement, repairs of cargo transport units or inserting damaged packs to recovery packs are in suitable for the specifications of the dangerous goods, manufactured in accordance with the provisions of IMDG Code Section 6, and certified packaging and packs are used.
- 10.8.7 Ensures that fumigated cargo transport units and/or having toxic gas content are stowed in a manner that lids cannot be opened unsupervised.
- 10.8.8 In case discharge of vessel is partially completed, inspection officer will be instructed to make gas measurements prior to assigning personnel for the discharge of cargo remaining in the cargo hold.
- 10.8.9 Ensures that tarpaulin is laid between the ship and the jetty for handling of solid dangerous goods, and assigns a personnel responsible for cleaning the goods spreading around.
- 10.8.10 Instructs the inspection officer to regularly inspect the toxic or combustible gas concentration which may be caused by solid dangerous goods releasing toxic or combustible gases in areas where such goods are handled by using a gas measurement device, and record the measurements.
- 10.8.11 Ensures that the surroundings of the areas where hazardous substances which combust spontaneously but not affected by water, such as coal, are equipped with balls of water, and watered in a manner preventing combustion.



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## **10.9 EmS (Emergency Procedures for Ships Carrying Dangerous Goods) and MFAG (Medical First Aid Guide)**

In case of emergencies, it is essential to use the IMDG Code, EmS and MFAG all available information as well as IMSBC, IBC, or IGC Codes.

### **10.9.1 EmS**

Includes the procedures for EmS actions in case of a fire or hazardous substance spills.

EmS includes specific product-based action procedures as well as general procedures applicable to an entire substance class.

Types of extinguishing media eligible for extinguishing fires involving dangerous goods and required protective equipment “in case of emergencies” are available in the EmS guide.


EmS is divided into two parts for spills and fires. EmS reference numbers are available in Column 15 of the Hazardous Substances List for each UN number. EmS number is not required to be indicated on the Hazardous Substances Declaration.

### **10.10 MFAG**

MFAG table numbers are not required to be indicated on the Hazardous Substances Declaration.

MFAG provides a flowchart of actions that a person is required to take in case of an exposure to a hazardous substance based on the symptoms. However, it is essential that the employees are trained on the use of MFAG in case of an emergency in advance.

Employees shall also seek medical assistance for the treatment of an injured party.

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## 11.ANNEXES

1. General Layout of Shore Facility.
2. General View Pictures of Shore Facility.
3. Emergency Contact Points and Contact Details.
4. General Layout of Areas Where Dangerous Goods are Handled
5. Fire Plan of Areas Where Dangerous Goods are Handled
6. General Fire Plan of the Facility
7. Emergency Action Plan.
8. Emergency Assembly Areas Plan
9. Emergency Management Chart.
10. Hazardous Substances Manual.
11. Leaching Fields and Equipment, Entry/Exit Drawings for CTU and Packages.
12. Port Service Ships Inventory.
13. Port Authority administrative borders, berths, and sea coordinates of harbor pilot embarkment/disembarkation points.
14. Port Facility Marine Pollution Emergency Response Equipment.
15. Personal Protective Equipment (PPE) use map.
16. Hazardous Substance Incidents Notification Form.
17. Dangerous Goods Cargo Transport Units (CTU) Inspection Results Notification Form.
18. Accident Prevention Policy.
19. Dangerous Cargo Handling Guide Additional Cargo Notification (Where Required)