

# Port information book●



## Vopak Terminal Vlaardingen

### Terminal regulations and procedures



Date: 30-12-2020  
Version 6.0

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# 1. Terminal profile

Vopak Terminal Vlaardingen, located in the Port of Rotterdam, is a subsidiary of Royal Vopak N.V., the leading provider of terminal services to the oil and chemical industries worldwide. Vopak Vlaardingen is specialized in storing vegetable oils and fats, oleo chemicals as well as biodiesel and base oil and is strategically located at a junction of important waterways and motorways connected to many rural areas in the rest of Europe.

Our customers expect the highest level of service and look at us as their partner in new requirements of product handling. We can offer dedicated infrastructure for loading and discharging vessels, barges, rail and road tank cars.

With a total storage capacity of amount 600,000 cbm Vopak Vlaardingen operates the largest terminal in it's kind within the Port of Rotterdam.

## Specifications

Capacity	563.598 cbm
Tanks	292
Tank types	Mild Steel, Stainless steel
Tank size	250 - 6.240 cbm
Access	Seagoing Vessel, Barge, Rail, Truck.
Draught	13 mtrs
Berths for barges	10
Berths for vessels	3
Products	Vegetable oils and fats, oleochemicals, methylesters, biodiesel, baseoils, animal fats and easy chemicals
Services	Blending, Heating, Dedicated systems, Weighing, Nitrogen blanketing, ISO 9001, ISO 22000, GMP +, Kosher and Halal storage, NOFOTA, SKAL, ISCC and RSPO
Terminal type	Import/Export/Distribution, Hub

## Conditions

For all activities and services of Vopak Terminals Netherlands (referred to hereafter as VTN), the conditions which apply are those described in and referred to in the General Terms & Conditions for Tank Storage in The Netherlands (last version) which are registered with the Registrar of the District Court in Amsterdam under reference number 396/1992, in Dordrecht under number 15.934, and in Rotterdam under number 1039/93 in the Dutch, English and German languages. With regard to all vessels moored, directly or indirectly, to an installation of VTN, the VOTOB Jetty Conditions (last version) registered with the above mentioned General Terms & Conditions and the various Conditions which are referred to therein, as well as the Jetty Conditions or the translation of these into English, German or French will be supplied by VTN upon request. In case of dispute, the Judge in Rotterdam is competent to adjudicate. VTN is permitted to bring the case before another competent judge. VTN categorically rejects the applicability of any terms and conditions used by the opposite party. When VTN agrees a handling or transport agreement the contract party will not be VTN but the party for whom VTN is acting, unless parties specifically agree otherwise.

## 2. Contact information

### Terminal

Vopak Terminal Vlaardingen

Kon. Wilhelminahaven ZOZ 1

3134 KH Vlaardingen

Port no. 625

The Netherlands

Telephone +31 10 460 88 99

Telefax +31 10 460 41 99

e-mail [planning.vlaardingen.nl@vopak.com](mailto:planning.vlaardingen.nl@vopak.com)

website [www.vopak.nl](http://www.vopak.nl)

Port Facility Security Officer

+31 10 460 87 26 (office hours)

+31 10 460 87 71 (24/7)

### Harbour authority

Port of Rotterdam

World Port Center (WPC)

Wilhelminakade 909

3072 AP Rotterdam

The Netherlands

PO Box 6622

3002 AP Rotterdam

The Netherlands

Telephone +31 10 252 1000

website [www.portofrotterdam.com](http://www.portofrotterdam.com)

### Taxi

Taxi Vlaardingen +31 10 434 55 55

Vlaardingse Taxi Centrale +31 10 435 43 44

**Seamen's Centre (check)**

International Seafarers Centre the Bridge

Burg. Letteweg 30

3233 AG Oostvoorne

Telephone +31 6 322 747 25

website [www.isc-thebridge.com](http://www.isc-thebridge.com)

Schiedam Seafarers' Centre

Admiraal Trompstraat 1

Havennummer 562

3115 HK Schiedam

Telephone +31 10 426 09 33

Telefax +31 10 427 00 63

e-mail [rotterdam@mtsmail.org](mailto:rotterdam@mtsmail.org)

website [www.missiontoseafarers.org](http://www.missiontoseafarers.org)

### 3. JETTY CONDITIONS (VOTOB)

#### Jetty conditions of the association of Dutch tank storage companies (VOTOB)

##### Applicability

These conditions are applicable in relation to:

1. any vessel which moors, is berthed or deberthes at quays, jetties, pontoons, premises and/or installations of the Storage Company (hereinafter jointly called "installation") as well as any vessel which in any way will be or is connected with a ship which is berthed alongside the installation, and
2. the access to the installation of a ship's crew or of other persons coming from and/or going to a ship.

These conditions are also applicable to the carrying out of operations, the rendering of services and/or the supply of goods by the Storage Company on board a ship. Applicability of any conditions employed on behalf of the ship is explicitly rejected.

##### Responsibility of the Master of the Ship

The Master of a seagoing vessel or the Master of an inland vessel (hereinafter "the Master") should take care that he and all other persons on board whilst on board of the ship as well as on the terminal carefully follow all rules, regulations formalities, measures and directions given and/or to be given by or on behalf of the authorities and/or the terminal.

The Master should take care that all agreements made between the terminal and persons on board of the ship are carefully observed.

All operations on board the ship relative to the ship and/or the cargo are to be executed under surveillance of the Master, also if such operations are carried out by personnel of the terminal.

##### Ban on fire and smoking

The use of open fire - which includes welding, smoking, use of matches, lighters and nonofficial approved illumination - is forbidden under all circumstances on board the ship as well as on the installation, in the open air or in enclosed areas where the construction or the ventilation system does not give protection against penetration of inflammable gases.

##### Water pollution

Unless officially approved, it is forbidden to allow the discharge of substances, in any way or for any reason including overfilling, on the installation or into the water.

##### Commencement and progress of operations

When the installation has declared itself ready for delivery respectively receipt of the cargo, the loading respectively discharging of the ship shall commence and continue non-stop, irrespective of day and night, Sundays and holidays included (provided permission has been granted by the authorities), until the complete cargo has been loaded respectively discharged.

During this period, the Master shall ensure that the ship receives respectively discharges the cargo without interruption and/or delay, with due observance of the relative agreements made with the terminal, and with observance of regulations and rules applicable to the cargo and the terminal in question.

##### Costs of supplies and operations

Supplies, operations and/or services ordered from the terminal by the Master or one of the other persons on board the ship are delivered and/or carried out and/or rendered against the storage company's current tariffs.

### **Leaving the berth**

The Master is bound to leave the berth as soon as possible, after termination of loading respectively discharging. The terminal has the right to demand that the ship be removed from her berth when the terminal deems this is necessary for reasons of safety, compliance with safety regulations and/or directions from the Port Authorities or other authorities, the smooth continuation of activities or for any other valid reason.

Likewise, the terminal has the right to demand that the ship, which has taken berth alongside an assigned mooring and which, in spite of the terminal's readiness, is not able to or - for whatever reason - does not commence loading respectively discharging cargo, or which discontinues any of these activities for more than 6 hours, clears her berth instantly. If the ship does not clear her berth on first request from the storage company, then the installation has the right to shift (have shifted) or to remove (have removed) the ship for account and risk of the Master and the owner of the ship.

### **Remainder on berth**

It is within the discretion of the terminal to decide whether the ship is permitted to remain on her mooring after loading respectively discharging. This takes place against a compensation imposed by the terminal and on the understanding that these jetty conditions remain applicable.

### **Availability of berth**

The terminal shall not be liable for any damage, demurrage or other costs incurred by the ship, as a result of the fact that the ship has had to wait due to the mooring not being available, attainable or serviceable, whether or not prior reservations were made or the ship's expected arrival time was announced or as a result of a deviation from the order of sequence in which ships are being dealt with. Neither is the terminal liable for damage, demurrage or other disadvantage incurred by the ship, which has taken mooring at the assigned mooring facilities, as a result of the terminal not being ready for delivery respectively receipt of cargo due to delay or discontinuation of loading or discharging.

### **Direct transfer from ship to ship**

For any manipulation of goods which is to take place between the ship and any other vessel, prior permission from the storage company is required.

Even if the terminal has allowed such transfer, it will take place under the Master's responsibility and for account and risk of the Master and the owner of the ship and not for account and risk of the terminal.

### **Liability**

The ship is berthed alongside the terminal for her own account and risk.

The owner of the ship is liable for damage, loss, fines and/or costs or any other disadvantage incurred by the storage company and/or its personnel and/or third parties, caused by the ship and/or by actions and/or negligence of persons on board the ship.

Without prejudice to what has been stipulated elsewhere in these conditions, The storage company shall not be liable for damage, loss, claims of third parties, fines and/or costs, arisen in any way whatsoever, unless evidence is produced that such damage, such loss, such claims of third parties, such fines and/or costs has/have been caused by willful intent or gross negligence of the terminal.

### **Limitation of liability**

These conditions leave unimpeded the limitation(s) of liability of the ship as settled by or by force of law or convention in those cases, where the ship can invoke such limitation.

Without prejudice to what has been stipulated elsewhere in these conditions, the liability of the Storage Company is limited to material damage and such to a maximum of 500.000 euro per any one event or sequence of events arising from one and the same cause.

### **Entering the terminal premises**

Persons on board the ship being present on the terminal as well as those who enter the terminal on request of the Master and/or the persons on board, do so entirely at their own risk, also when this happens with permission of or under escort by the terminal. The terminal is never liable for death, injury, damage, loss, fines, costs or other harm incurred by those who set foot on terminal. This section also applies to vehicles with which crew or other persons coming from or going to a ship find themselves on the terminal.

### **Refusal of access to the installation**

The Storage Company is entitled, at all times, to refuse access to the terminal to persons considered by it as undesirable, and to expel or have expelled such persons from the terminal.

### **Compliance with obligations**

The owner of the ship is liable for all consequences of non-compliance with any obligation resting on him respectively on persons on board the ship including the obligations in relation to these conditions and/or any agreements made between the Master or other persons on board and the terminal.

The terminal is entitled to interrupt (have interrupted) loading respectively discharging when - within the discretion of the terminal - on board the ship rules, regulations etc. as well as the agreements defined in section 2 of these jetty conditions are not or insufficiently complied with.

### **Indemnity**

Without prejudice to what has been defined elsewhere in these conditions, the owner of the ship is bound to hold the terminal harmless against all claims lodged against it by third parties - cargo interests included - in case of damage suffered by them as a result of or in connection with marine activities being carried out by the terminal's personnel, and/or as a consequence of non-compliance by persons on board with the obligations in relation to these conditions and/or the agreements made between them and the terminal.

The owner of the ship will also hold the terminal harmless against all claims lodged against it by third parties - persons on board and vehicle interests included - on account of death, injury, damage, loss, fines, costs or any other harm incurred relating to what has been defined in section 11, second paragraph, and section 13 of these conditions.

### **Documents accompanying the cargo**

The Master should take care that the documents accompanying the cargo drawn up by the terminal are submitted correctly and timely to the competent authorities and/or persons for which the documents are meant. The Master is liable for the consequences of non-compliance with what has been defined in this section. If requested, the Master should prove his identity.

### **Payment**

All costs, indemnifications and other amounts which on account of these conditions and/or agreements made with the persons on board of the ship are due to the terminal are payable at first demand. The Master and the owner of the ship are severally liable for payment of the amounts as specified in the previous paragraph, unless otherwise agreed with the Storage Company in writing.



**Applicable law and competent court**

Dutch law shall govern these conditions and the legal relationship between the Storage Company and the Master and/or the persons on board the ship and/or the owner of the ship. Claims against the Storage Company shall be submitted for adjudication to the Court of Law having jurisdiction at the place where the installation is situated in the Netherlands.

The Storage Company has the right to submit claims against the Master and/or persons on board the ship and/or the owner of the ship and/or anyone else for adjudication to the above mentioned Court as well as to any other competent Court, in particular to the Court of Law having jurisdiction at the place where the person against whom the Storage Company wishes to institute the relevant claim is situated.

**Abbreviation**

These conditions may be cited as "VOTOB Jetty Conditions".

**Translation and nullity**

In the event of the Dutch text of these conditions being at variance with any translation made thereof or in the event of the Dutch text or any translation made thereof being capable of interpretation in a different way, then the Dutch text and/or the interpretation to be given to the Dutch text shall be decisive.

Should any of the sections of these conditions be or become invalid and/or be declared null and void, then the validity of the other sections shall not be affected thereby.

## 4. Terminal rules & Procedures

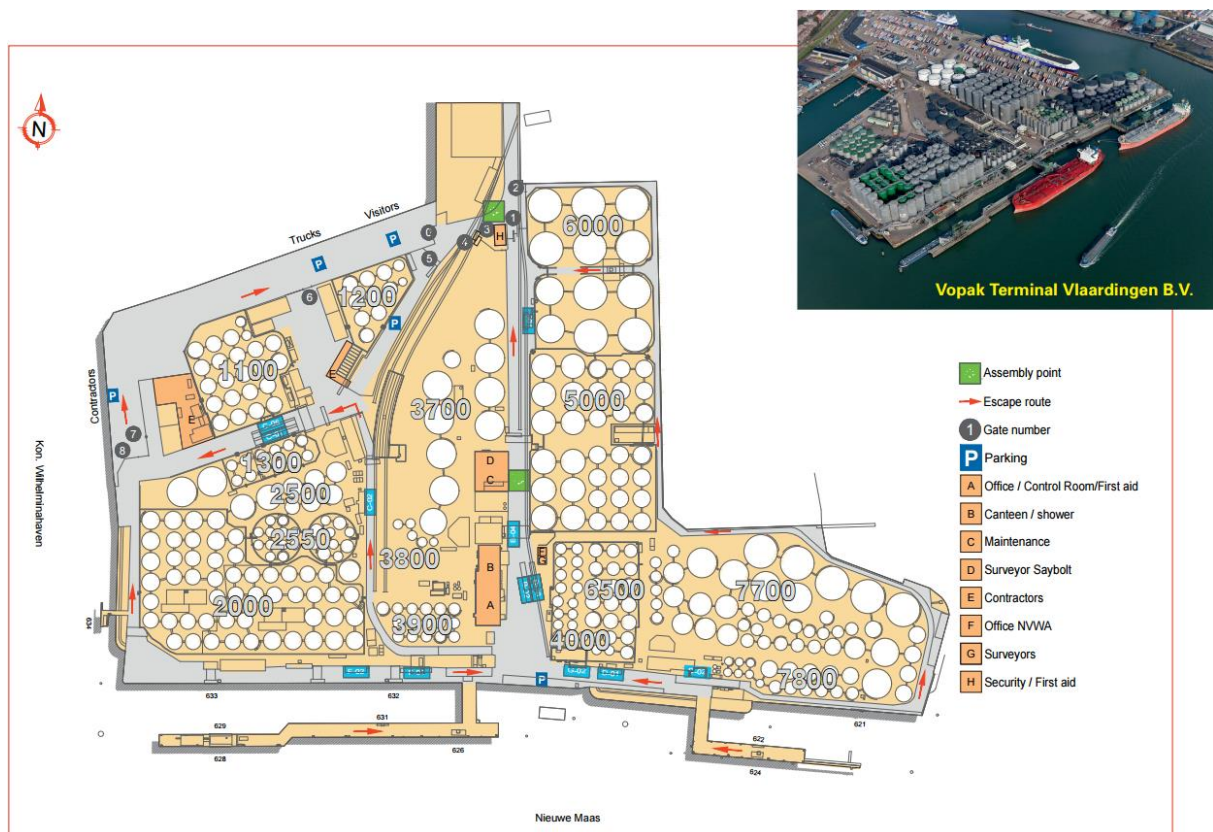
The captain of the vessel will ensure that all crew members are fully informed regarding the terminal rules and regulations.

### SAFETY REGULATIONS

Full procedure SHE-1601 can be obtained from the Central Control Room.

#### General

- All accidents, near-misses and unsafe situations must be reported immediately to the control room crew.
- Entering the terrain and jetties is at your own risk.
- When siren alarm, immediately head to one of the assembly points, marked green on the below mentioned map. (Test alarm every first Monday of the month at 12.00)
- Instruction at alarm: ship's crew, see loading/discharging agreement part 5.



#### Prohibited

- Smoking and open fire on terrain and ship's deck.
- The use and/or possession of alcohol or drugs.
- The use of Private equipment, such as cameras, radios, walkmans etc.
- The use of Mobile telephones (except for use in cars and onboard of the ship) It is also prohibited to use it on top of the deck of the ship.
- Entering the terminal unaccompanied or without permission.
- Persons under the age of 18 are permitted only on the PPE-free roads and must be accompanied by an adult person at all times.
- Eating and drinking outside the office building

## Pre-arrival Rules

### Pre-arrival form & ISGOTT 6 checklist

In order to handle a vessel efficiently during cargo operations the pre arrival questionnaire must be filled in and submitted at least 24 hours prior to arrival at Vopak Terminal Vlaardingen B.V.

Also the ISGOTT6 part 1A & part 2 is included in the pre arrival questionnaire.

Please send this filled in questionnaire, via your agent or directly to our planning/OPS department:  
isgott6.vlaardingen.nl@vopak.com

## Arrival at the jetty

### Berthing of vessels at the terminal

Prior to arrival at least 4 hours before berthing, the master or agent should inform the loading master with the exact ETA alongside. The terminal will advise berth availability. On arrival at the jetty the terminal operator has the possibility to communicate with the vessels by VHF channel 41. For the pilot and boatmen VHF channel 41 is also available.

### Berthing

During the entire period the vessel is moored alongside our jetty a minimum of lines is mandatory.

- Minimum mooring requirements are shown in schedule underneath

Deadweight	Required mooring retention	Mooring lay-out		
		Head and stern lines	Spring lines	Breast lines
<5.100 mton	120 – 180 KN	2	2	
>5.100 - <10.000 mton	280 – 350 KN	3	2	
		2	2	1
>10.000 - <17.000 mton	350 – 400 KN	2	2	2
		4	2	
>17.000 mton	400 – 600 KN	3	2	2

## Start operations

### Operating arrangement

According the Ship/Shore Safety Checklist part B, an “Operating Arrangement” should be made. The terminal operator will come on board to confirm and record the agreed procedure(s). (= the general ISGOTT ship /shore safety checklist plus the port load/discharge agreement) 1 Copy will be issued for reference to the vessel and 1 copy will be retained by the terminal operator. The storage company will not sign any other ship’s checklist. Any changes on the discharge/load plan, whether shore or ship based must be recorded and agreed upon. If deviations on the agreed procedures are observed,

cargo operations should be suspended immediately until agreement has been reached and recorded. Violation of this rule will be regarded as an unsafe act.

### **Safety Equipment**

All persons in the area of the loading zone should be in possession of at least the following personal Safety Equipment: Safety Helmet, Safety Goggles, Chemical Gloves, Safety Shoes and an overall with high visibility striping. When entering the terminal site: Outside the PPE-free zone that is marked with yellow lines, wearing the PPE is required.

### **Personal attendance on the terminal/ship**

The shore operator will connect or disconnect the hoses and will start or stop operations in full cooperation with ship's cargo officer. The shore operator is in continuous radio contact with the shore control room and will supervise the loading and discharging activities. He will periodically visit the ship in order to discuss progress of operations and carry out re-check inspections on board of the vessel in accordance with the ship-/shore safety checklist. When unsafe situations or calamities occur, the shore operator will, in cooperation with the vessel's crew, take care that the operations are immediately and safely stopped.

### **Ship/shore communication**

Communication with the loading master will be made available through a battery operated wireless handheld set fixed on channel 1 and complies with the requirements of the Ship/Shore Safety Checklist. Communication via radio between shore and ship must be used for operational and safety purposes only.

### **Loading hose**

Connecting/disconnecting the loading hose is only performed following permission from and in the presence of the terminal operator.(also for board to board activities) Before disconnecting the loading hose, both parties should make sure that the relevant pipes are empty and that any manifold valves are closed. During the time, the loading hose is connected, the main propeller and the bow-propeller may not be used.

### **Discharging via pumpstack**

In case the vessel must pump via her pumpstack. The terminal demands the following, in order to guarantee the safety of the environment, crew onboard of the ship and our staff on the terminal: Flexible hoses(including gaskets,bolts and nuts), arranged via the agent/ship, must be delivered upon arrival.The flexible hoses must be connected to the pumpstack via a valve (for safety reasons). Flexible hoses have to be placed and connected to the pumpstack by the ship's crew. If the vessel does not meet up to these safety requirements, the terminal will not start the load/unloading process.

### **Deck Security**

During the operation of loading/unloading, a skilled crew member should be present at all times whose sole task is the supervision of the loading/unloading operation. The minimum age of this crew member should be 18.

### **Camera surveillance on the jetties**

During the stay along the jetty, the safe berthing is under constant camera (CCTV) surveillance in the shore control room. Also the ships manifold is constantly monitored in the shore control room.

### **Hatches**

Regardless to the type of vessel all hatches, windows and doors should be closed at all times during the period that the ship is moored alongside the terminal.

### **Repairs**

Repairs depending of the type of repair can be requested by the agent(in advance) via the planning department and the Port Authorities. The Port Authorities and Vopak are going to decide if the repairs are allowed

### **Cleaning**

Cleaning of ships tanks and washing the deck in the loading zone is allowed on request alongside the terminal.

### **Purging**

Purging with nitrogen of ships tanks is allowed .

This can also be requested via your agent to liaise with the terminal .

### **Irregularities**

The Master will ensure that all irregularities (such as defectors and damage) are reported directly to the terminal.

### **Inspections**

The Port Authorities personnel can subject ships to random safety inspections. They will make themselves known to the ship's crew. Following the inspection, a report will be drawn up and discussed with the captain. The captain and the shipping company/ship owner receive a copy of the report.

### **Prewash**

According to the new MARPOL 2021 Annex II rules much more products need to be prewashed and collected before sailing from Rotterdam. In our pre arrival document we have included the rules, with which we agree to allow the prewash activities on our jetty to be carried out. In general not more than four hours are given after completion of discharge.

### **Bunkering**

Bunkering is allowed on our jetties 624,626 and 628 during loading/unloading activities (not on our jetty 621). Request for bunkering has to be made via the planning department, prior to arrival.

### **Stores**

All stores have to be supplied by barge.

### **Emptying lines**

The lines and hoses will be emptied by means of air, nitrogen or steam. (as per "agreements regarding the emptying of pipelines – for all vessels" mentioned in the port load/discharge agreement)

### **Confined space entry**

Entry into vessel tanks is not allowed alongside the jetties unless required for sweeping activities. In these circumstances vessel assures all required safety measures have been taken.

## Departure

### Departure and ordering pilot and boatmen

As soon as the cargo transfer has been completed and tank measurements or empty tank inspections have been carried out and approved by the surveyor, the shore control room will notify ship's agent to order the pilot and/or tugs and boatmen. Generally 2-3 hours will be required after disconnecting to complete calculations and documents. If the master chooses to order the pilot himself, too soon. Vopak can and will not guarantee that transport documents will be ready. Any delay within this period will be for vessel's account. These guidelines are experience based and are necessary to give all parties involved the opportunity to execute their activities safely and accurately. Deviation from these guidelines is only possible by mutual agreement between Vopak and the master of the vessel involved.

## ADDITIONAL AGREEMENTS/INSTRUCTIONS

### ENTERING CONFINED SPACE AREAS

Confined spaces may only be entered when:

- There is enough oxygen(20,0% - 20,9%) free from dangerous substances.
- The concentration of flammable gasses must be lower than 10% of lowest explosion level (10% LEL)
- The concentration of gasses, vapors of the substance are not higher than the limit value.

### ATTENTION

- Sometimes pipelines will be emptied by blowing nitrogen which may cause a lack of oxygen in the ship's tank
- Identified dangerous products in Vegoils are: carbon monoxide and n-Hexane

### FIRE OR INCIDENT ON VOPAK TERMINAL VLAARDINGEN

- Stop Load / discharge activities immediately.
- Warn your fellow crew members.
- Prepare to disconnect loading arm / hose and departure ship.
- Wait for instructions from Vopak personnel.

### FIRE ON BARGES ALONGSIDE

- Stop loading / discharging.
- Sound alarm via the ships horn / inform Vopak personnel through the general number/radio emergency channel or the intercom system with open connection with CCR.
- Try to extinguish the fire.
- Evacuate the crew - assemble at the nearest assembly point. See map on the backside
- Check the number of crew members from your ship.

- **Warn the crew members of ships moored nearby.**
- **Wait for further instructions from Vopak personnel.**

#### **EMERGENCY STOP PROCEDURE**

- **Discuss this with the jetty operator.**
- **Inform Vopak personnel.**
- **If necessary, warn crew member of your ship and those of ships moored nearby.**
- **If problems occur on board during loading operations these will be stopped by:  
The jetty operator/CCR, by closing the jetty valve and stopping the pump.**
- **Unloading operations should be stopped by the ship by stopping the pump(s) and closing the ships valve(s).**

## 5. Mooring facilities & requirements

Vopak Vlaardingen owns the terminal and the jetties and is therefore responsible for the operational handling of ships alongside the jetties. The captain of a ship or a barge remains legally responsible for all activities on board of the vessels/barges.

### Mooring along the jetties

#### Tides and Currents

The tidal range in Rotterdam is relatively narrow, with the recorded average range (Scheurkade - Rotterdam) being -27 centimeters to 124 centimeters. Currents are mainly tidal and are consequently weak - usually less than one knot at an average tide and 1.62 m/s at springtide.

To assess the possible effects of the current on forces on the moored vessel, the current need to be taken parallel to moored vessel. For the DMA a current speed of 1,8 knots is acting on the moored vessel.





The DMA simulations will be done for the specified wind directions (different ° intervals), resulting in an overview of the wind speed and direction combinations for which limiting situations occur.

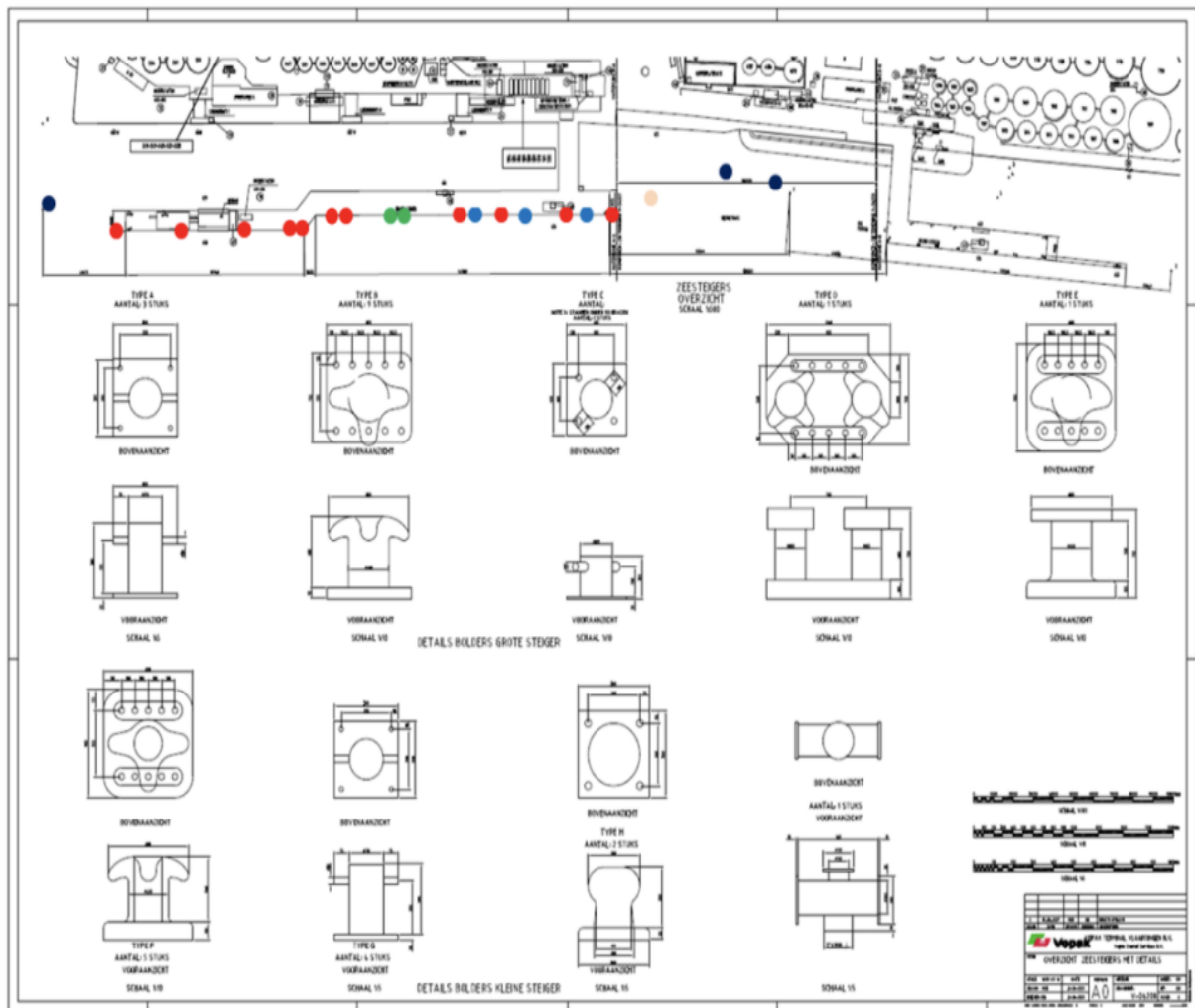
The Terminal's berths are equipped with bollards in a range from 80 mT till 120mT safe working load (see figure 4 for location of bollards.)

On the west and east side of the jetty breasting mooring dolphin are fitted with 120 mT bollards to facilitate the use of head and stern lines.





Berth 626				Berth 628		
Bollard A	Bollard B	Bollard D	Mooring dolphin	Bollard B	Bollard E	Mooring dolphin
10 mT	80 mT	80 mT	120mT   80mT	80 mT	80 mT	120 mT
			 			
3	6	2	2      1	4	1	1



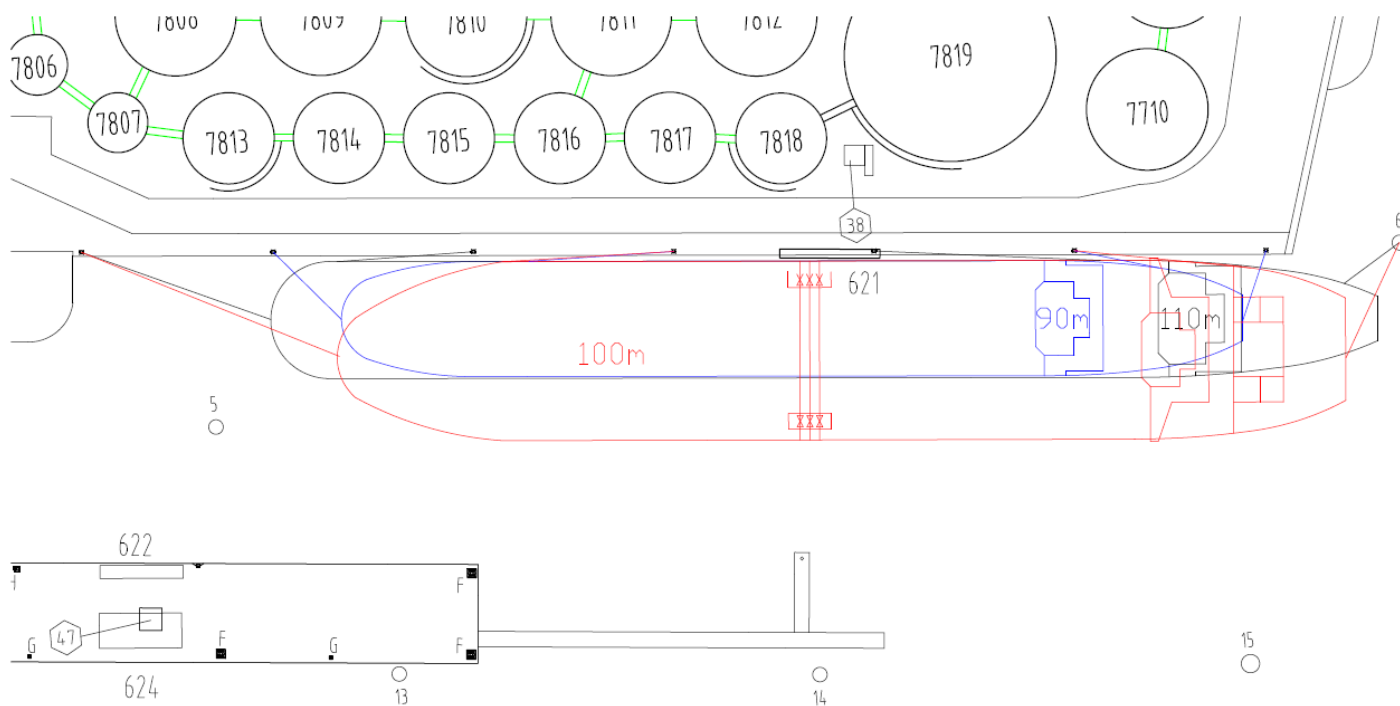
## Minimum Mooring requirements

Deadweight	Required mooring retention	Mooring lay-out		
		Head and stern lines	Spring lines	Breast lines
<5.100 mton	120 – 180 KN	2	2	
>5.100 - <10.000 mton	280 – 350 KN	3	2	
		2	2	1
>10.000 - <17.000 mton	350 – 400 KN	2	2	2
		4	2	
>17.000 mton	400 – 600 KN	3	2	2

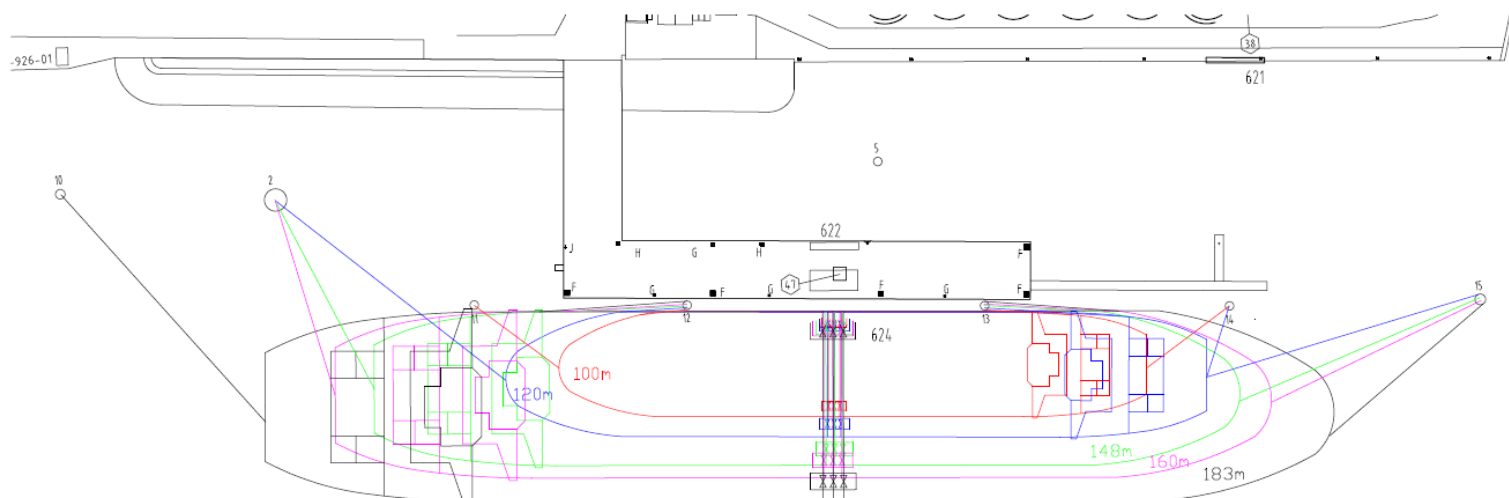
## 6. Maps & drawings, jetty info table.

### MOORING LAYOUTS FOR ALL BERTHS:

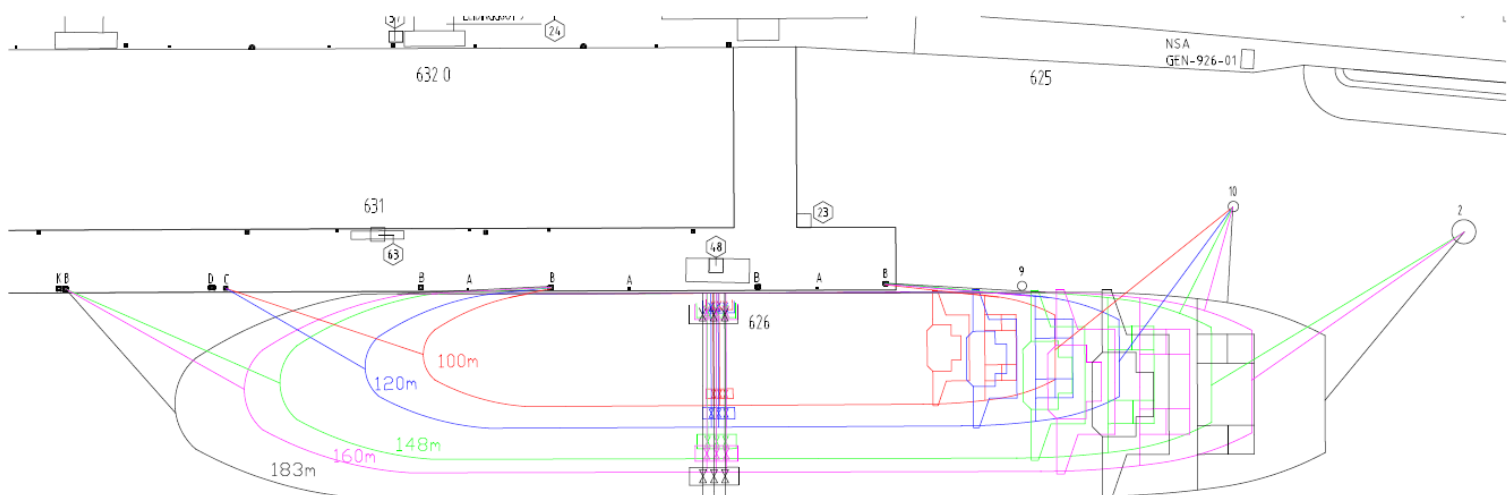
**Berth 621, preferably Starboard mooring, depending on tide.**



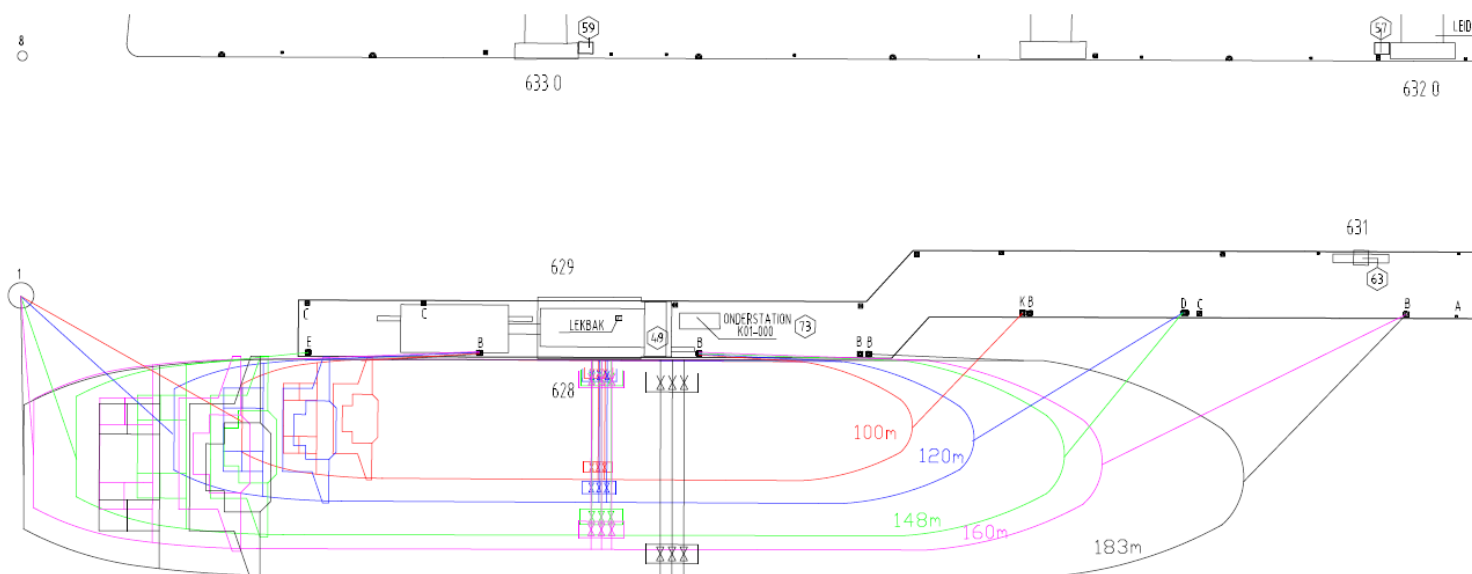
**Berth 624,**  
**Starboard for LOA 120 mtr and smaller,**  
**Portside for LOA 121 mtr and longer.**



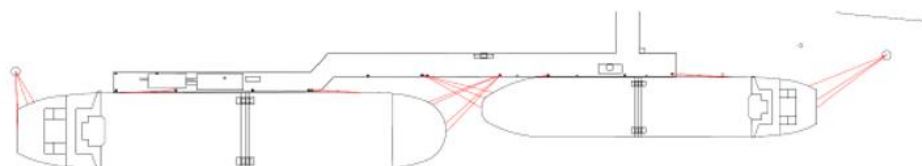
**Berth 626, preferably Starboard.**



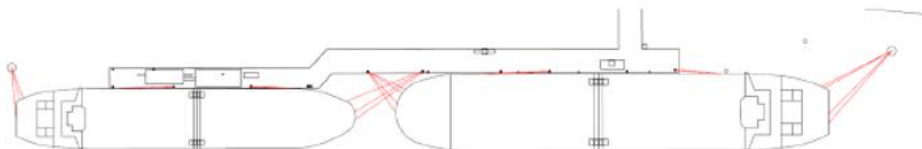
## Berth 628, preferably Portside.



## General mooring line lay-outs two ships in line at 628 & 626



Vessel 144 m moored at berth 626 - vessel 183 m moored at berth 628



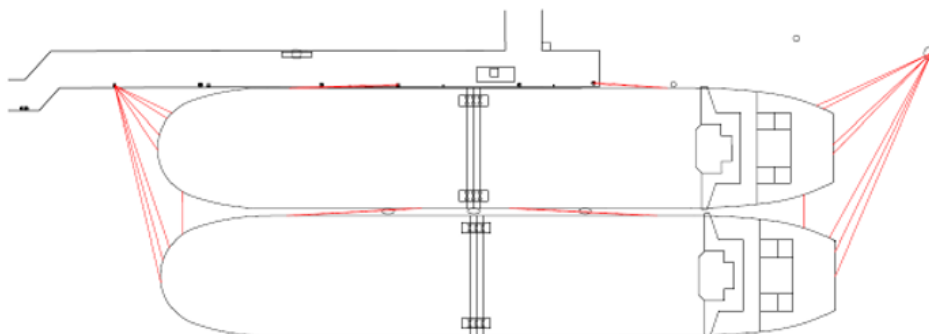
Vessel 144 m moored at berth 628 - vessel 183 m moored at berth 626

Figure 7 - Berth 626 and berth 628

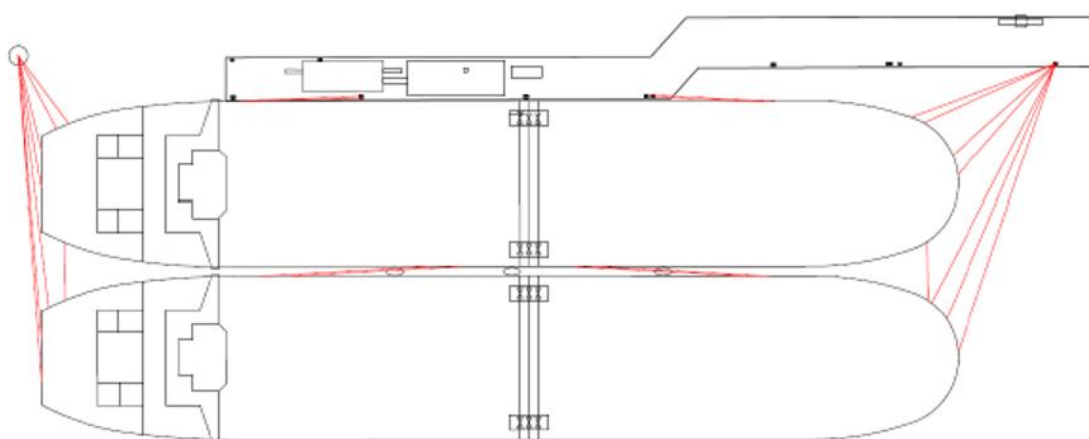
The main purpose of the mooring study is to determine the most optimal mooring arrangement for a vessels. There are several mooring arrangements studied. All above indicated arrangements are single moored vessel in a range from 144 meters till 183 meters.

## Two vessels moored alongside on berth 626

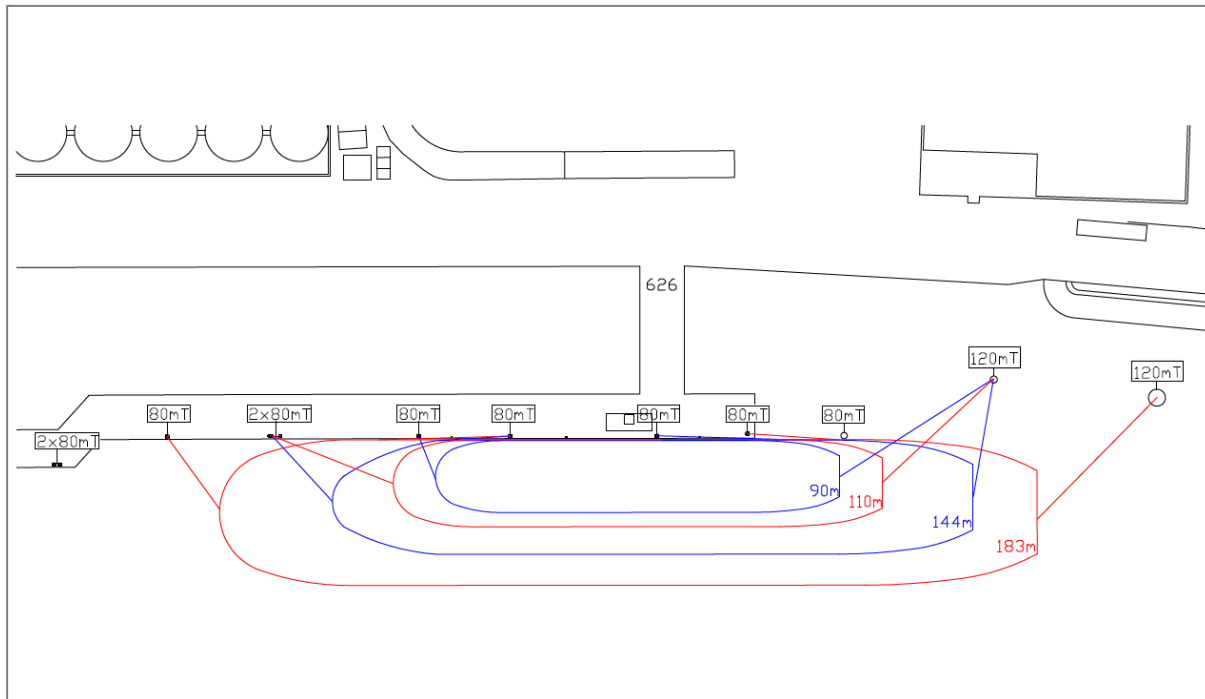
Indicated below, mooring arrangements of 2 vessels moored ship to ship (STS).



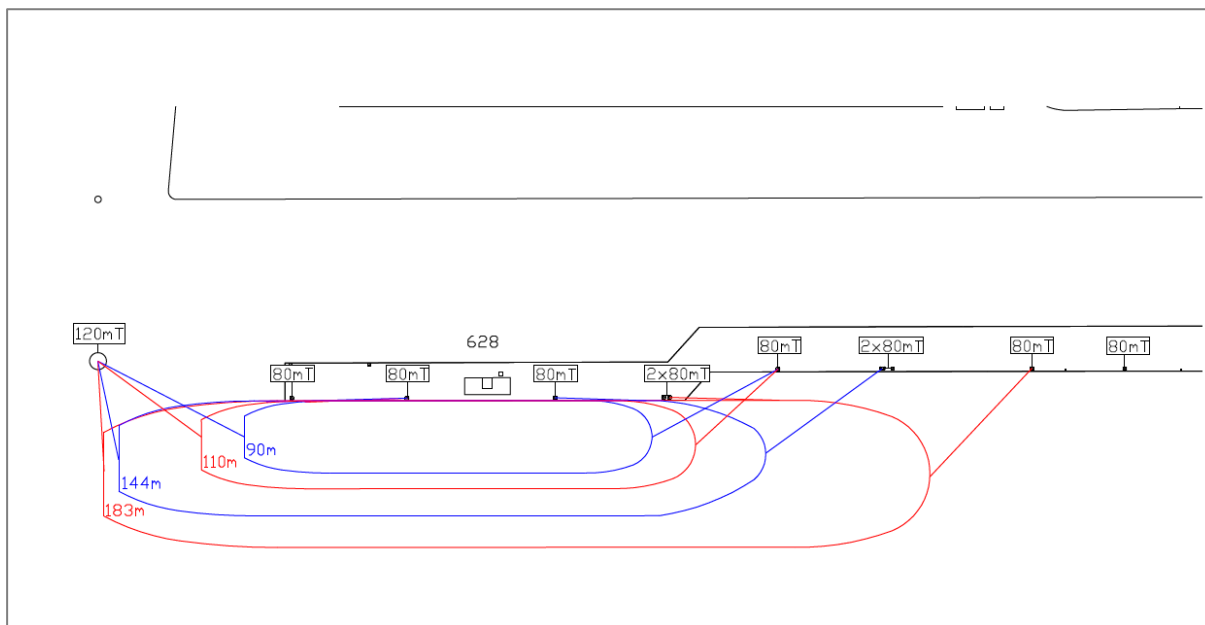
## Two vessels 183 mtr moored alongside on berth 628



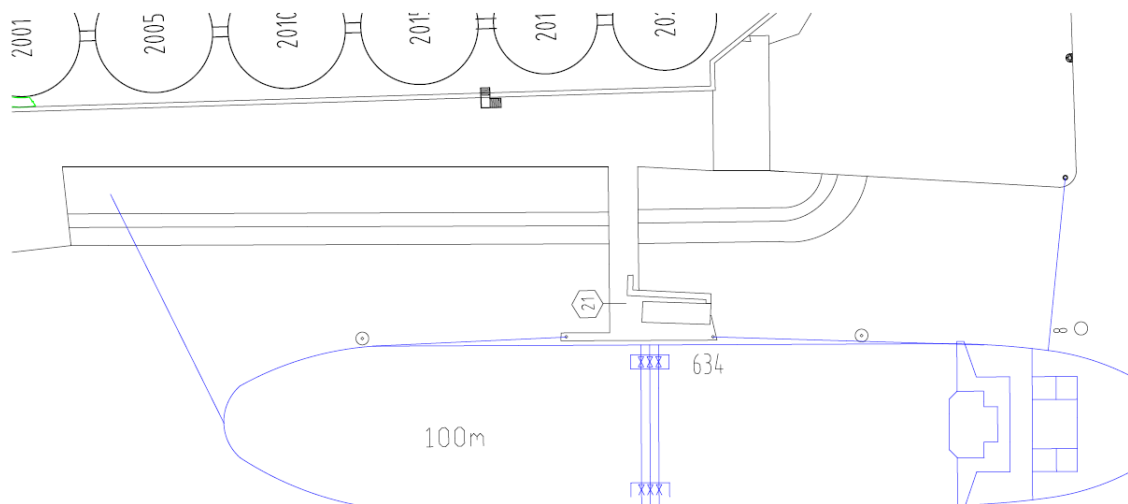
## Jetty 626



## Jetty 628



**Berth 634, preferably Starboard.**





# Port Information Book Vopak Terminal Vlaardingen

GENERAL INFO FOR ALL JETTIES					
Water Depth in Approaches	14,50 meter				
Maximum Draught in approaches	13,05 meter				
Minimum Under Keel Clearance in Approaches	10%				
Transit on Tide(high water, low Water, Na)	check port authority				
Hose size	6" DIN				
Towage Lines	Masters options				
Ballast / slop reception Facilities	barge by agent				
Fuel oil/ fresh water/ garbage disposal/ bunkers	barge by agent				
Type of Bottom	sand/mud				
JETTIES	621	624	626	628	634
Maximum deadweight	6250	75000	45000	45000	5700
Maximum length in meters	100	228	183	183	100
Minimum length in meters	i.a	100	i.a	i.a	i.a
Max. total width with BAB manipulations/ Max beam, in meters	17	50	50	50	15
Max. displacement in metric tons bij upon arrival		80000	80000	55000	
Maximum draft in meters eventide (Contract depth exclusive keel clearance)	7,3	13	13	13	6
Maximum draft in feet eventide (Contract depth exclusive keel clearance)	20,9	45,8	42,5	42,5	
Minimum distance between fenders – schip's manifold (in meters)	1	1	1	1	1
Maximum distance between fenders – schip's manifold (in meters)	17	15	15	15	15
Distance jetty deck / water line with respect to eventide:	Plus 4 m	plus 3,8 m	plus 3,35m	plus 3,35m	i.a
Maximum mooring speed per meter / second	Quay	0,127	0,09	0,09	
* Vegoils	2x 300 (mt/h) depending on back pressure	8x 300 (mt/h)	12x 400 (mt/h)	12x 350 (mt/h)	10x 350 (mt/h)
* Biodiesel	2x 400 (mt/h)	4x 450 (mt/h)	3x 400 (mt/h)	3x 350 (mt/h)	2x 400 (mt/h)
* Baseoil	2x 400 (mt/h)	5x 400 (mt/h)	3x 350 (mt/h)	-	1x 350 (mt/h)
Minimum Derrick / Crane Safe working load	i.a	0,5	0,5	0,5	0,5
Gangway	ship/shore	shore	shore	shore	shore
Manifold normally used	Port/Starboard	Port/Starboard	Port/Starboard	Port	Port/Starboard
Particulars	621	624	626	628	634
	If necessary, the planning dept. can decide to moor the ship(alongside) in port or starboard position. In all other cases the pilot will decide,(based on the actual current)	If necessary, the planning dept. can decide to moor the ship(alongside) in port or starboard position.	If necessary, the planning dept. can decide to moor the ship(alongside) in port or starboard position. In all other cases the pilot will decide,(based on the actual current)	Maximum length depending on possible ships moored at the jetties 628/624	If necessary, the planning dept. can decide to moor the ship(alongside) in port or starboard position. In all other cases the pilot will decide,(based on the actual current)
	Ship may contain chemicals / but is not allowed to transip it.	To load biodiesel on top of gasoil(diesel) is allowed. It is not allowed when a ship still contains gasoline	To load biodiesel on top of gasoil(diesel) is allowed. It is not allowed when a ship still contains gasoline	To load biodiesel on top of gasoil(diesel) is allowed. It is not allowed when a ship still contains gasoline	On this jetty, a ship may not contain chemicals not even in the slop tanks mixed with cleaningwater. Currently this jetty is out of order for tankcoasters because the gangway is out of order.
			Maximum length depending on possible ships moored at the jetties 628/624	Maximum length depending on possible ships moored at the jetties 626/624	We maintain a length of approximately 100 meters, otherwise we block the entrance to our inner port for barges.
	Soft oil products, Tropical oils, fats, Biodiesel, Base oils.	Soft oil products, Tropical oils, fats,Biodiesel,Base oils, Fatty acids/Animal Fat C3, Methyl Esters, Oleochemicals	Soft oil products, Tropical oils, fats,Biodiesel, Base oils, Fatty acids/Animal Fat C3, Methyl Esters, Hose Oleochemicals	Soft oil products, Tropical oils, fats,Biodiesel, Base oils, Fatty acids/Animal Fat C3, Methyl Esters, Hose Oleochemicals	Soft oil products, Tropical oils, fats,Biodiesel, Base oils, Fatty acids/Animal Fat C3, Methyl Esters, Hose Oleochemicals

## 7. Appendix – Pre arrival questionnaire

In order to handle a vessel efficiently, during cargo operations, the following pre arrival questionnaire must be submitted by email prior to arrival to Vopak Terminal Vlaardingen. We kindly ask you to fill in chapter 1-8, (incl. 6 part 1A/1B) and send this document to:

E-mail: [isgott6.vlaardingen.nl@vopak.com](mailto:isgott6.vlaardingen.nl@vopak.com)

### List of contents 9 pages:

1. Ship's particulars.	page 1
2. General questions about cargo.	page 1
3. Questions about the loading or discharge, and hazardous cargo on board.	page 1
4. Plan for prewash.	page 2
5. Process flow chart about the prewash procedure.	page 3
6. ISGOTT 6 part 1A, 1B & part 2	page 4
7. Frequently asked questions about the rules of the terminal.	page 5
8. Minimum mooring requirements.	page 6
9. Mooring layouts of all the berths.	page 6
10. Terminal overview photo.	page 9

Information required before berthing, please fill in the questions.

### 1. Ship's particulars.

- Vessel's name & call sign : Klik hier als u tekst wilt invoeren.
- I.M.O. registration number : Klik hier als u tekst wilt invoeren.
- NOR tendered : Klik hier als u tekst wilt invoeren.
- ETA of vessel : Klik hier als u tekst wilt invoeren.
- Owner : Klik hier als u tekst wilt invoeren.
- Flag : Klik hier als u tekst wilt invoeren.
- LOA in meters : Klik hier als u tekst wilt invoeren.
- Beam in meters : Klik hier als u tekst wilt invoeren.
- Gross Tonnage : Klik hier als u tekst wilt invoeren.
- Deadweight (DWAT) : Klik hier als u tekst wilt invoeren.
- Bow Centre Manifold in mtr : Klik hier als u tekst wilt invoeren.
- Manifold connection size : Klik hier als u tekst wilt invoeren.

### 2. General questions about cargo.

- a. Previous cargo in loading tanks that are going to be used: Klik hier als u tekst wilt invoeren.
- b. Are loading tanks gas free and free of smell/stench: yes / no Klik hier als u tekst wilt invoeren.

### 3. Questions about the loading or discharge and hazardous cargo on board

- a. What is the product(s) to be loaded / discharged : Klik hier als u tekst wilt invoeren.

*A cargo breakdown including complete stowage plan has to be send to the agent / terminal in advance.*

- b. Quantity to be loaded or discharged (in mton & m<sup>3</sup>): [Klik hier als u tekst wilt invoeren.](#)
- c. Max loading/discharge rate (in m<sup>3</sup>/hr) vessel can accept / give: [Klik hier als u tekst wilt invoeren.](#)
- d. Draft upon arrival and or after loading / discharge (in meters): [Klik hier als u tekst wilt invoeren.](#)
- e. Reducers on board, please specify in an overview ANSI or DIN and amount and size: [Klik hier als u tekst wilt invoeren.](#)
- f. Are there any chemicals on board or in transit with flash point <55 degrees Celsius?: [Klik hier als u tekst wilt invoeren.](#)
  - If yes, please advise which product and stowage on board: [Klik hier als u tekst wilt invoeren.](#)
  - Are these tanks full or empty?: [Klik hier als u tekst wilt invoeren.](#)
- g. Are there any chemicals in wash water on board (slob tanks) or in transit with flash point <55 degrees Celsius?: [Klik hier als u tekst wilt invoeren.](#)
  - If yes, please advise which product and stowage on board: [Klik hier als u tekst wilt invoeren.](#)

#### 4. Plan for prewash.

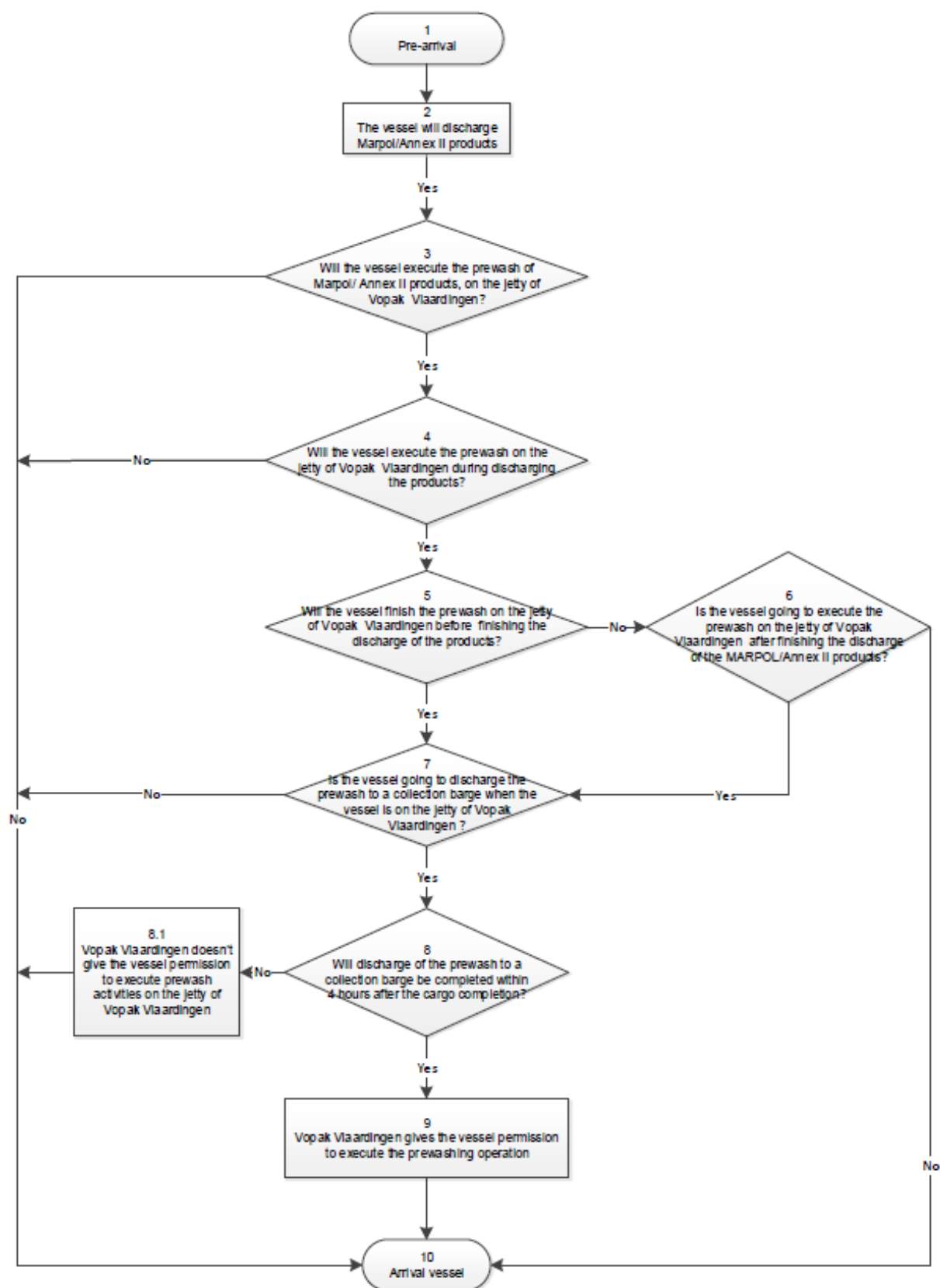
**Prior to arrival of the vessel you must inform Vopak Vlaardingen of the prewash activities. Please communicate the schedule with the agent and terminal and specify whether:**

- a. Prewashing activities will be carried out on our berth or somewhere else ? [Klik hier als u tekst wilt invoeren.](#)
- b. Collection of the prewash will be executed on our berth or somewhere else? [Klik hier als u tekst wilt invoeren.](#)
- c. You are going to prewash and confirm you will finish the prewash activities within the time of discharging/loading of your cargo ? [Klik hier als u tekst wilt invoeren.](#)
  - between and during the discharge of the products ? : [Klik hier als u tekst wilt invoeren.](#)
  - or after the discharge/loading of all products ? : [Klik hier als u tekst wilt invoeren.](#)
- d. Do you want to tranship the prewash to a collection barge before or after cargo completion? (when present on our berth): [Klik hier als u tekst wilt invoeren.](#)

##### **\*\*Remarks\*\***

- After cargo completion, if the entire prewash operation takes longer than 4 hours (this includes time for ordering pilot), Vopak Vlaardingen will not give permission to exceed this 4 hours. The vessel must leave our berth.
- Vopak Vlaardingen only gives permission for pre wash activities under conditions mentioned in the below process-flow chart and prior to arrival.

## 5. Process flow chart about the prewash procedure.



## 6. ISGOTT 6, part 1A & part 2

Pre arrival checks part 1 A tanker and Part 2 Terminal based on ISGOTT 6 ship/shore checklist

The new ISGOTT 6 ship/shore checklist has a new pre-arrival checklist for ship and Terminal

### Part 1 A Tanker : checks pre-arrival

Part 1A. Tanker: checks pre-arrival			
Item	Check	Status	Remarks
1	Pre-arrival information is exchanged (6.5.21.2)	<input type="checkbox"/> Yes	
2	International shore fire connection is available (5.5, 19.4.3.1)	<input type="checkbox"/> Yes	
3	Transfer hoses are of suitable construction (18.2)	<input type="checkbox"/> Yes	
4	Terminal information booklet reviewed (15.2.2)	<input type="checkbox"/> Yes	
5	Pre-berthing information is exchanged (21.3, 22.3)	<input type="checkbox"/> Yes	
6	Pressure/Vacuum valves and/or high velocity vents are operational (11.1.8)	<input type="checkbox"/> Yes	
7	Fixed and portable oxygen analysers are operational (2.4)	<input type="checkbox"/> Yes	

Part 1B. Tanker: checks pre-arrival if using an inert gas system			
Item	Check	Status	Remarks
8	Inert gas system pressure and oxygen recorders are operational (11.1.5.2, 11.1.11)	<input type="checkbox"/> Yes	
9	Inert gas system and associated equipment are operational (11.1.5.2, 11.1.11)	<input type="checkbox"/> Yes	
10	Cargo tank atmospheres' oxygen content is less than 8% (11.1.3)	<input type="checkbox"/> Yes	
11	Cargo tank atmospheres are at positive pressure (11.1.3)	<input type="checkbox"/> Yes	

### Part 2 Terminal : checks pre-arrival

Part 2. Terminal: checks pre-arrival			
Item	Check	Status	Remarks
12	Pre-arrival information is exchanged (6.5.21.2)	<input checked="" type="checkbox"/> Yes	Terminal Booklet info, pre-arrival document is sent to ship by agent.

13	International shore fire connection is available (5.5, 19.4.3.1, 19.4.3.5)	<input checked="" type="checkbox"/> Yes	Connection and hoses are present on 624, 626 and 628 in orange jetty box.
14	Transfer equipment is of suitable construction (18.1, 18.2)	<input checked="" type="checkbox"/> Yes	Equipment is in good and safe condition.
15	Terminal information booklet transmitted to tanker (15.2.2)	<input checked="" type="checkbox"/> Yes	Terminal booklet is sent to ship by agent
16	Pre-berthing information is exchanged (21.3, 22.3)	<input checked="" type="checkbox"/> Yes	Pre-arrival document is sent to ship by agent

By sending Part 2 Terminal in this questionnaire and the request to send back part 1A & 1B, the Ship and the Terminal agree to the pre arrival checks. After mooring and during safety conference on board the pre arrival checks will be formally registered in the ISGOTT 6 checklist.

## 7. Frequently asked questions (FAQ) about the rules of the terminal.

### At Vopak Terminal Vlaardingen the following rules apply:

- All jetties are equipped with 6 inch DIN flexible hoses fitted with bolts and nuts.
- The loading master of Vopak Vlaardingen, together with the ship's captain, will only fill in the ship shore checklist of Vopak. This is valid according to ISGOTT/ISM.
- Reducers between sizes 10 inch DIN and 6 inch DIN can be provided by Vopak Terminal Vlaardingen. The reducer has to be mounted by the ship's crew.
- Bunkering is only allowed on our jetties 624, 626, 628 and 634 during loading/discharge activities.  
For berth 621 a special request for bunkering has to be made via the planning department, prior to arrival (because of the available barge space alongside).
- The maximum backpressure on the line depends on the jetty, shoreline and tank group where to discharged. Max 6 bar or 8 bar (the loading master will agree and document this on arrival).
- Loading from shore tank only with shore stop.
- Dead ship: we are allowed to load or discharge dead ships, provided that the agent requests permission from the port authorities in advance and informs Vopak Vlaardingen by mail.
- Lines will be emptied after loading by pigging, blowing with air, nitrogen or steam, depending of type of product.
- All stores have to be supplied by barge.
- Fresh water has to be delivered by barge.
- Tank cleaning alongside the berth is allowed, if executed in closed system.  
The request has to be submitted to the port authorities. (for prewash, see chapter 4 questions)
- The terminal has no vapor return line and unit.
- During board to board transshipments vapor return hoses are required for hazardous cargo's according to Port Authority's manual, and particularly for Vopak Vlaardingen also for smelly (stench) products. Vopak will also provide a grounding cable if necessary, between the two vessels.
- In case the vessel must connect flexible hoses to the pump stack, Vopak terminal Vlaardingen demands the following, in order to guarantee the safety of the environment, crew on board and our operators:

- Flexible hoses (including gaskets, bolts and nuts), arranged via the agent/ship, must be delivered upon arrival.
- The flexible hoses must be connected to the pump stack with a valve (for safety reasons).
- Connections to the pump stack have to be made by the ship's crew.
- If the vessel does not meet up to these safety requirements, Vopak Vlaardingen will not start the loading/discharge process.

## 8. Minimum mooring requirements.

Deadweight	Required mooring retention	Mooring lay-out		
		Head and stern lines	Spring lines	Breast lines
<5.100 mton	120 – 180 KN	2	2	
>5.100 - <10.000 mton	280 – 350 KN	3	2	
		2	2	1
>10.000 - <17.000 mton	350 – 400 KN	2	2	2
		4	2	
>17.000 mton	400 – 600 KN	3	2	2

**The vessel's Master hereby declares that the above information is correct and fully understood.**

Master's name :  Klik hier als u tekst wilt invoeren.  
een datum wilt invoeren.

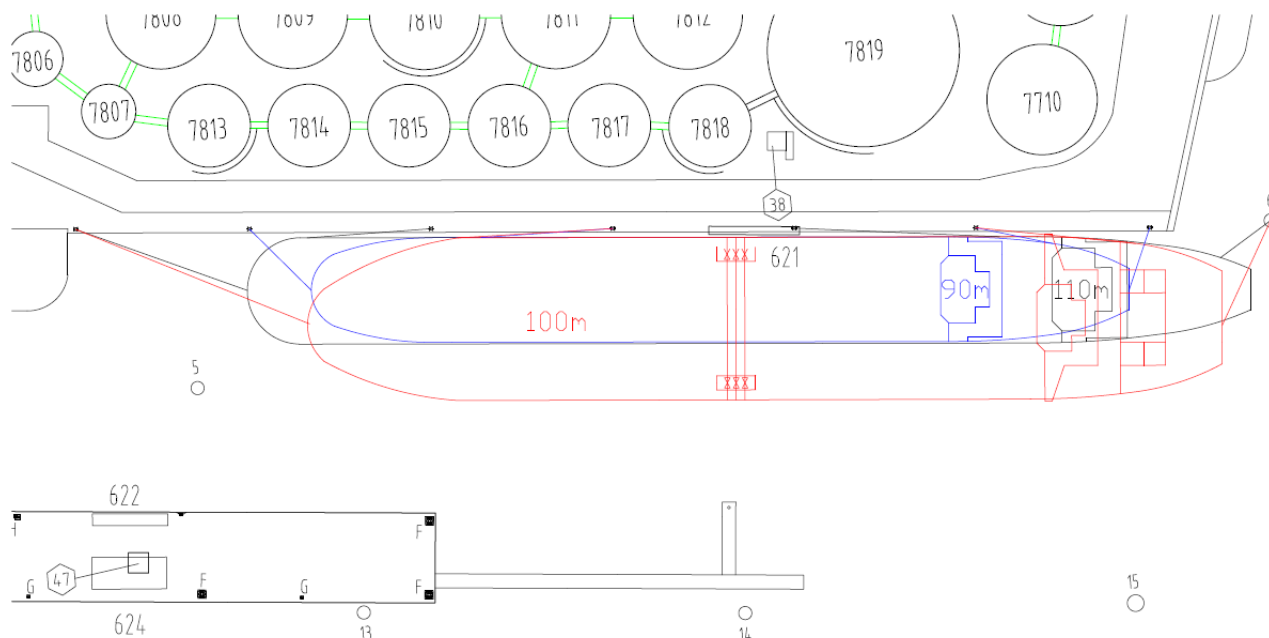
Date:  Klik hier als u

Signature or stamp:

## 9. Mooring layouts of all the berths.

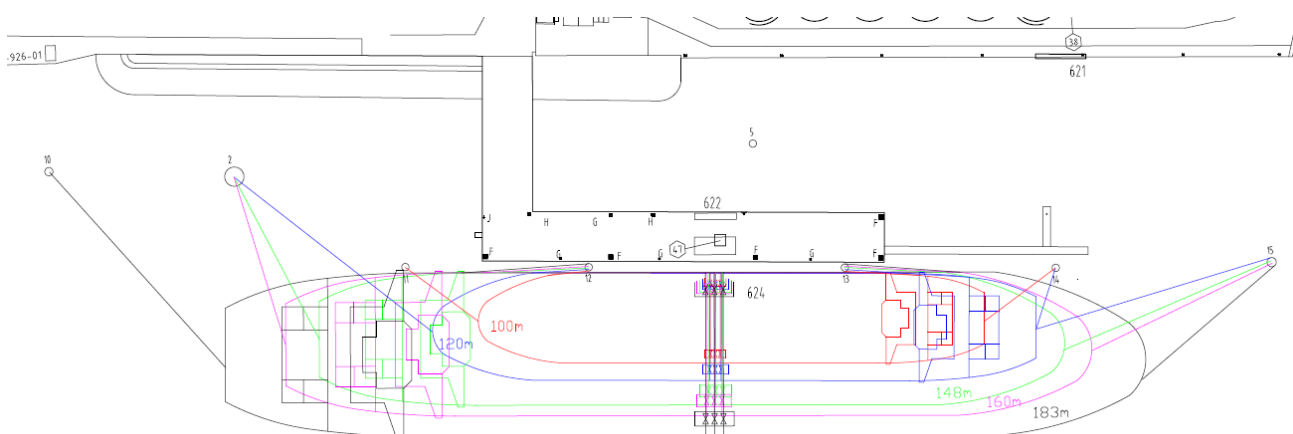
### **BERTH 621**

GENERAL MOORING LAYOUTS – Preferably Starboard – depending on tide



### **BERTH 624**

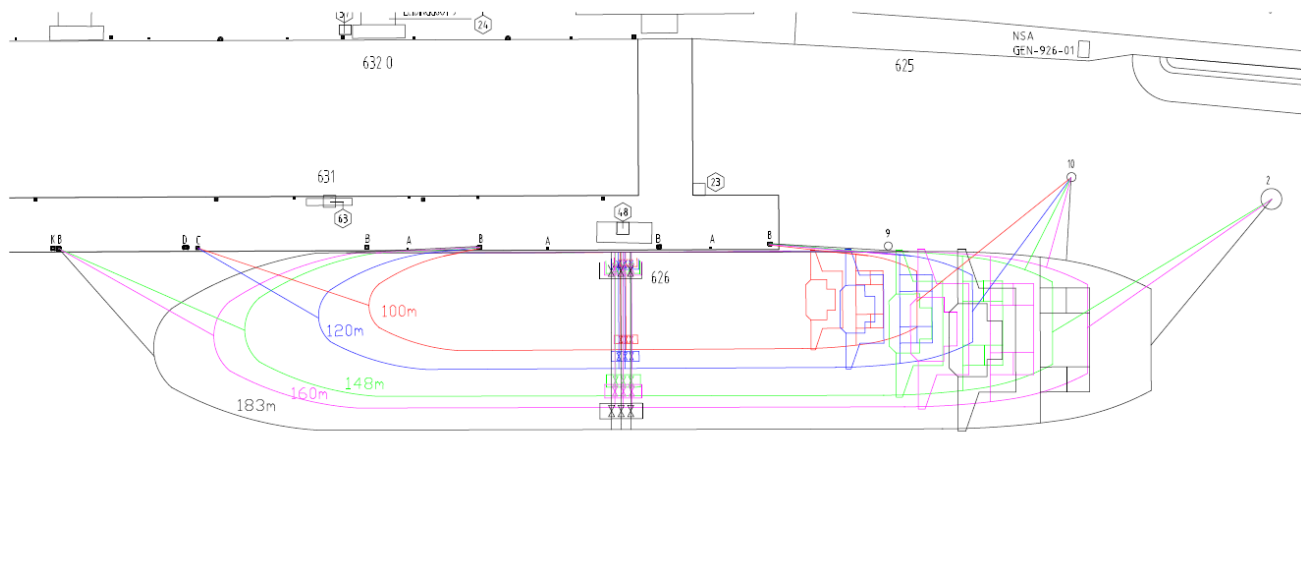
- GENERAL MOORING LAYOUTS (several dimensions)
- Starboard for LOA 120 mtr and smaller,
- Portside for LOA 121 mtr and longer.





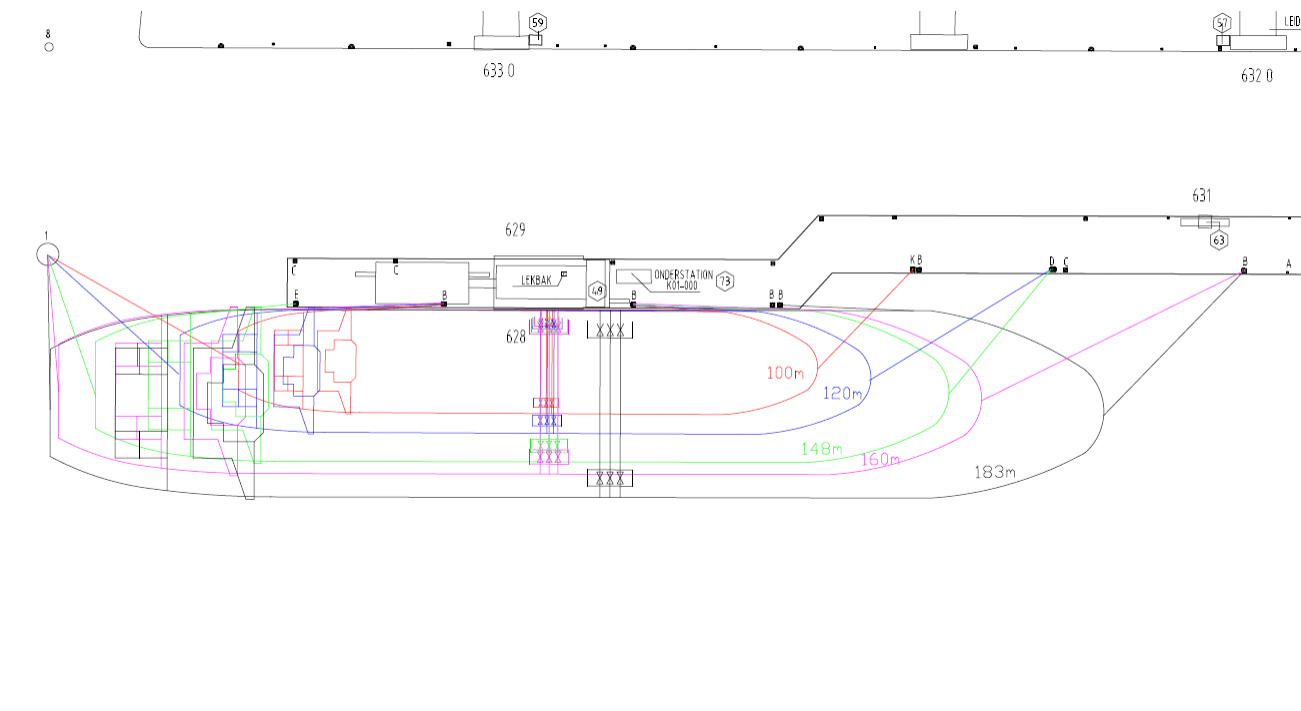
## **BERTH 626**

### GENERAL MOORING LAYOUTS– Preferably Starboard



## **BERTH 628**

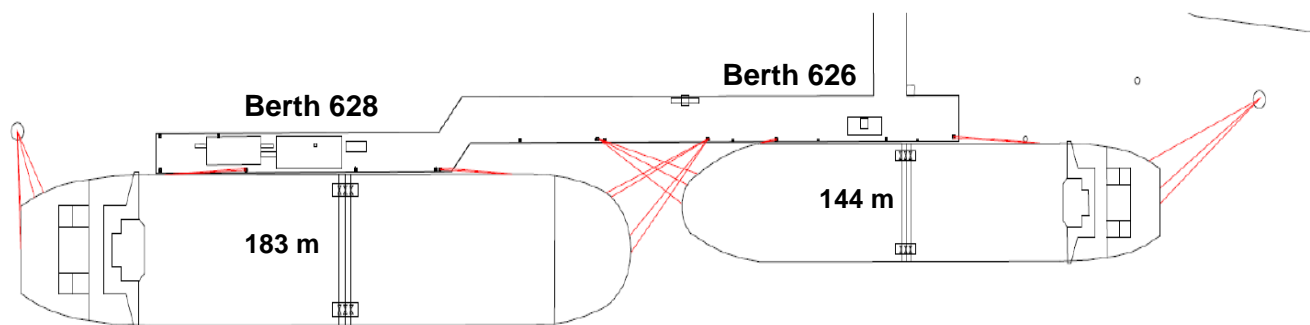
### GENERAL MOORING LAYOUTS– Portside



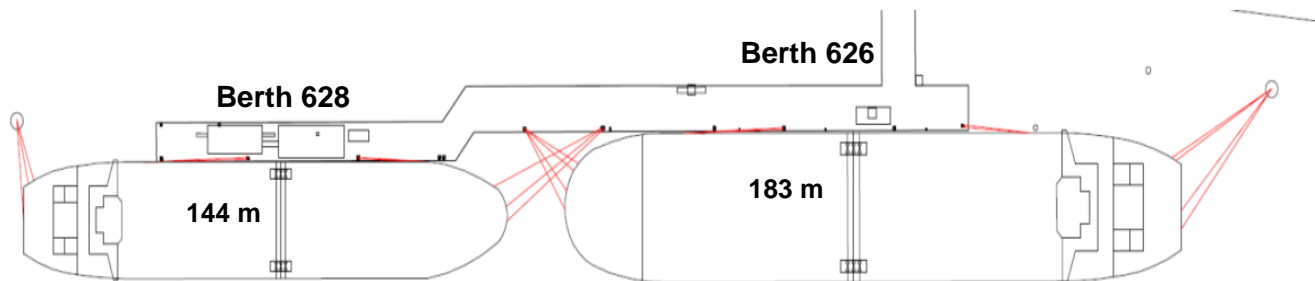
### **BERTH 628 & 626**

GENERAL MOORING LAYOUTS For two ships berth 628 & 626 in line

Vessel 183 m moored at berth **628** and Vessel 144 m moored at berth **626**

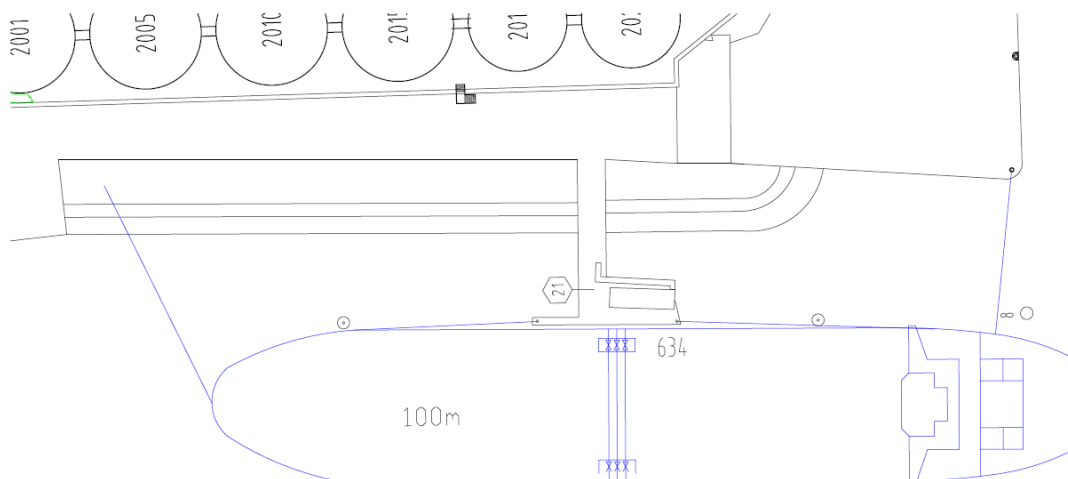


Vessel 144 m moored at berth **628** and Vessel 183 m moored at berth **626**



### **BERTH 634**

GENERAL MOORING LAYOUTS– Preferably Starboard



## 10. Terminal overview photo.



” Vopak finds  
strength in its  
global network



**Vopak Terminal Vlaardingen**

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