



REFINERIA ISLA (CURAZAO) S.A.

TERMINAL INFORMATION AND REGULATIONS

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TERMINAL INFORMATION AND REGULATIONS

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TERMINAL INFORMATION AND REGULATIONS

PART A

DESCRIPTION AND INFORMATION

A description of the **Emmastad Refinery** and **Curaçao Terminal** is contained in the current edition of the "Ports of Curacao -- Directory of Information" published by the Curacao Ports Authority, to which reference should be made.

1. PRE-ARRIVAL INFORMATION

Prior to arrival at the **Emmastad Refinery** or **Curaçao Terminal**, the master shall send the completed "PRE-ARRIVAL QUESTIONNAIRE" to the Refinery or Terminal via his agent.

2. PILOT STATION

Pilotage is compulsory and rendered day and night. Pilots are supplied from Willemstad.

For the **Emmastad Refinery** the pilot boards 1 mile SW of the entrance to the Sint Anna Baai.

Whilst awaiting the pilot, a vessel should heave-to 3 to 4 miles SW of the entrance.

For the **Curaçao Terminal** the pilot boards 1/2 mile S of Kaap Sint Marie. Vessels awaiting the pilot should not approach the pilot station until contact has been made with the pilot by VHF.

Defects of engines, steering gear, anchor gear and other defects which influence maneuvering abilities of the vessel must be reported to the harbour master before entering.

In the vicinity of Curacao, the currents are generally W - going and set strongly round the points. Along the SW coast the current may attain rates from 2 to 3 knots. A weaker current may occasionally set E against the prevailing wind.

At certain times of the year, a strong current can be expected setting towards Kaap Sint Marie and a counter current in Bullenbaai.

3. COMMUNICATIONS

For the **Emmastad Refinery** vessels should call in on VHF Channel 19 "Isla Loading Department" for exchanging pre-arrival questionnaire information and berthing time, thereafter the vessel should report in on VHF Channel 12 to "Fort Nassau Traffic Control" for the time of the pilot.

Vessels awaiting berth should listen in on VHF Channels 12 and 19.

The first choice working channel for the pilots is VHF Channel 14.

For the **Curaçao Terminal** vessels should call in on VHF Channel 11 "Curacao Terminal" for exchanging pre-arrival questionnaire information and berthing time, thereafter the vessel should report in on VHF Channel 12 to "Fort Nassau Traffic Control".

Vessels awaiting berth should listen in on VHF Channel 11.
The working channel for the pilots is VHF Channel 9.

Once alongside, the Refinery or Terminal representative on duty can be contacted on :

VHF Channel 19 or Telephone # 3561 or 3562 at Emmastad

VHF Channel 11 or Telephone # 5231 or 5232 at Bullenbaai

4. MINIMUM ENTERING/SAILING DRAUGHTS FOR VESSELS IN BALLAST

(a) EMMASTAD REFINERY

GROSS REGISTERED TONS	FORE		AFT	
	METRES	FEET	METRES	FEET
Below - 11000	3.05	10	4.88	16
11000 – 15000	3.35	11	5.49	18
15000 – 19000	3.96	13	5.79	19
19000 – 25000	4.27	14	6.10	20
25000 – 29000	4.57	15	6.40	21
29000 – 35000	5.18	17	7.01	23
35000 – 43000	5.49	18	7.32	24
43000 – 45000	5.79	19	7.62	25
45000 – 47000	6.10	20	7.62	25
47000 – 50000	6.40	21	7.92	26
50000 – 55000	6.71	22	8.53	28
55000 – 60000	6.71	22	8.84	29
60000 – 65000	7.01	23	9.14	30
65000 – 70000	7.01	23	9.45	31
Above - 70000	7.32	24	9.75	32

Any deviation from the above minimum draught regulations to be approved by the harbour authorities via the agent.

The harbour regulations concerning draughts mentions that vessels, in the ballast condition, not to be trimmed more than 0.61 metres/2 feet by the bow or more than 3.05 metres/10 feet by the stern.

(b) CURACAO TERMINAL (ENTERING)

GROSS REGISTERED TONS	FORE		AFT	
	METRES	FEET	METRES	FEET
Below 11000	3.05	10	4.88	16
11000 – 15000	3.35	11	5.49	18
15000 – 19000	3.66	12	5.79	19
19000 – 25000	3.96	13	6.10	20
25000 – 29000	3.96	13	6.40	21
29000 – 35000	3.96	13	6.71	22
35000 – 40000	3.96	13	7.01	23
40000 – 45000	4.27	14	7.32	24
45000 - 50000	4.57	15	7.62	25
50000 - 55000	4.57	15	7.92	26
55000 – 60000	4.88	16	8.23	27
60000 – 65000	4.88	16	8.53	28
65000 – 70000	5.18	17	8.84	29
70000 – 75000	5.49	18	8.84	29
75000 – 80000	5.49	18	9.14	30
80000 – 90000	5.79	19	9.45	31
90000 - 100000	5.79	19	9.75	32
Above 100000	6.10	20	10.36	34

For departing vessels the master to decide on minimum draughts subject to pilot being able to safely disembark.

The harbour regulations concerning draughts mentions that vessels, in the ballast condition, not to be trimmed more than 0.61 metres/ 2 feet by the bow or more than 3.05 metres/10 feet by the stern.

5. JETTY PARTICULARS

(a) EMMASTAD REFINERY

JETTY		1	2	3	4	5	6	7	8	9	10
Max. LOA	Metres	177	175	175	236	259	228	170	259	259	259
	Feet	580	575	575	775	850	750	560	850	850	850
Min. LOA	Metres	-	-	-	110	175	110	-	200	87	100
	Feet	-	-	-	360	575	360	-	655	285	360
Max. Draught	Metres	8.23	9.14	9.30	11.58	13.71*	11.43	9.45	13.71*	10.21	6.40/9.45
	Feet	27	30	30.5	38	45*	37.5	31	45*	33.5	21/31
Max. Arrival displacement	KMT	25.5	25.5	25.5	54	100	54	25.5	100	40	40
Max. Manifold height	Metres	10.5	11.0	11.0	13	15	12.5	12.5	15	10.5	14
Min. Manifold height	Metres	0	4.0	4.0	0	0	Jetty Deck	Jetty Deck	5.8	Jetty Deck	0

Maximum draught at jetties # 5 and 8 restricted to 12.80 metres/42 feet owing to draught restriction in the Sint Anna Baai.

(b) CURACAO TERMINAL

JETTY		1	2	3	4	5	6
Max. LOA	Metres	341	-	274	411	274	Unlimited
	Feet	1,120	-	900	1,350	900	Unlimited
Min. LOA	Metres	190	-	165	220	165	210
	Feet	623	-	541	722	541	689
Max. Draught	Metres	21.0	-	17.1	28.7	19.2	28.7
	Feet	69	-	56	94	63	94
Max. Deadweight	KMT	250	-	100	550	100	550
	Min. Deadweight	KMT	30	-	30	50	30
Max. Arrival Displacement	KMT	300	-	100	Unlimited	100	Unlimited
	Max. Manifold height	Metres	24	-	17	21.7	17
Min. Manifold height	Metres	4.8	-	3.8	5.0	3.8	4.2

Vessels berth portside alongside.

6. BALLAST AND SLOPS RECEPTION FACILITIES

EMMASTAD REFINERY AND CURACAO TERMINAL

All cargo tank ballast to be discharged ashore.

All cargo tank slops may be discharged to shore.

All engine room slops may be discharged to shore via the cargo manifold arrangement, otherwise by slops barge.

Slops not to contain chemicals.

7. MINIMUM MOORINGS

(a) EMMASTAD REFINERY

Vessels of DWT 50,000 m.t. and above to have a minimum number of mooring lines of 3.2.2 both forward and aft, or 4.2 both forward and aft, depending on the number of mooring points ashore.

Vessels of DWT 15,000 up to 49,999 m.t. to have a minimum number of mooring lines of 2.2.2 both forward and aft, or 4.2 both forward and aft, depending on the number of mooring points ashore.

Vessels of DWT 14,999 m.t. and below to have a minimum number of mooring lines of 3.2 both forward and aft, with 2.1.2 both forward and aft on jetties # 2 and 3.

(b) CURACAO TERMINAL

Vessels of DWT 50,000 m.t. and above to have a minimum number of mooring lines of 3.2.2 both forward and aft.

Vessels of DWT 49,999 m.t. and below to have a minimum number of mooring lines of 2.2.2 both forward and aft.

PART B

FIRE AND SAFETY REGULATIONS

In an emergency at the refinery or terminal the alarm will be given by the sound of a siren.

(Every first Monday of the month at 13.00 hours a fire alarm will be sounded for testing purposes).

1. FIRE ASHORE OR ON BOARD ANOTHER VESSEL

- Await instructions from the loading department.

2. FIRE ON BOARD OR IN THE VICINITY

- Sound a succession of blasts on the ship's whistle
- Contact the loading department by telephone or VHF channel "19" Emmastad and VHF channel "11" Bullenbaai
- Stop all operations in cooperation with the loading department and close all manifold valves
- Fight fire and prevent fire spreading
- Bring engines to stand-by and prepare ship for departure
- Disconnect hoses or arms
- Generally the refinery fire brigade and a senior member of our refinery staff will be at the scene and will assist vessel in combating the fire.

The shore may not be held liable for any damages arising from assistance given to vessels.

3. STATE OF READINESS OF VESSELS ALONGSIDE

- Immobilizations of engines and/or repairs are not permitted unless agreed by the loading department in writing.
- The following fire fighting precautions must be taken:
 - a. at least two fire hoses, fitted with jet/fog nozzles, to be run out and ready for use;
 - b. fire mains must be under pressure;
 - c. an international shore connection shall be available on the vessel's fire main near the gangway;
 - d. dry chemical extinguishing equipment of minimum 20 Kg capacity must be stationed at the ship's manifold.

4. SMOKING REGULATIONS

- On shore, smoking is strictly prohibited on jetties or refinery/terminal areas.
- On vessels, smoking is strictly prohibited except in two or three approved places.

- For approved places see the "Notes of guidance on the selection of approved places" shown on the back of the Refineria Isla (Curazao) S.A. smoking notices.

5. POLLUTION

- Any air and/or water pollution is prohibited (harbour regulations).
- Any leakage or spillage has to be reported immediately to the loading department.

6. SMALL CRAFT ALONGSIDE

- Small craft and barges are not allowed alongside the vessel during cargo, ballast, gas freeing or tank cleaning operations unless permission has been granted by the loading department, agreed by the master and under the following conditions:
- A small self propelled craft shall not approach closer than 25 metres from a vessel during cargo, cargo tank ballast, gas freeing or tank cleaning operations.
The only exception are:
 - a) When hull cleaning, propeller polishing or hull video surveying and vessel is discharging cargo in the inerted condition and/or bunkering marine fuel oil only. Small craft to remain forward of the break of the focsle and/or astern of the funnel;
 - b) A vessel loading lube oil only, or an asphalt carrier de-ballasting only, when a small craft may come alongside in the poop area.
- When a diver is carrying out any operation around a vessel, with or without a support boat, no other self propelled craft may come alongside or stay alongside a vessel. In addition, if a bunker barge is already alongside, the self propelled craft shall come alongside the vessel on the opposite side.
- A suitably fendered dumb barge may stay alongside a vessel, either midships or in the poop area, during cargo, cargo tank ballast, gas freeing or tank cleaning operations.
- Lifeboats may not be swung out, unless agreed to by the loading department.
- Lifeboats may not be launched, unless agreed to by the loading department and permission given by Fort Nassau Traffic Control.

7. SHIP'S STORES

(a) EMMASTAD REFINERY

- Storing may only take place before or after cargo, cargo tank ballast, gas freeing or tank cleaning operations. The only exceptions are when vessel is closed loading, discharging or deballasting ashore with the cargo tanks in the inerted condition and vessel is using a hydraulic crane, or when a vessel is loading luboils only, or an asphalt carrier is deballasting only, when both a hydraulic crane or derrick may be used.
- Storing may not take place on a vessel during the loading of asphalt.
- Vessel may not use the crane or derrick if it crosses the loading arms or loading hoses.
- When using a barge the loading of stores should preferably be done in the poop area, if the vessel has a stores crane aft, and not the midships cargo deck area.
- Storing by hand is allowed at all times with the exception of a vessel during the loading of asphalt.

(b) CURACAO TERMINAL

- Stores may be loaded on board, using the jetty crane, when the vessel is carrying out cargo or cargo tank ballast operations in the closed mode and tanks are in the inerted condition.
- When using a barge the loading of stores should preferably be done in the poop area, if the vessel has a stores crane aft, and not the midships cargo deck area.
- Storing by hand is allowed at all times.

8. PORTABLE TELEPHONES

- Persons carrying portable telephones must switch these off when not in a vehicle and transiting the refinery/terminal areas and jetties or outside the accommodation area on board the vessel.

9. EMERGENCY SHUTDOWN

- If the vessel is loading and it is necessary to manually initiate an emergency shut down the jetty system will be used.
- If the vessel is discharging the vessel's system must be used. This in order to protect hoses and arms from unnecessary stresses/surges which could rupture them and thus worsen any emergency.
- Chemical tankers fitted with an automatic shutdown system must deactivate such system prior to commencement of loading operations.

THE VESSEL MUST NOT SHUTDOWN AGAINST THE SHORE AT ANY TIME

10. INERT GAS SYSTEMS

- All crude and product carriers of DWT 20,000 m.t. and above must be inerted for all grades except asphalt and luboils.
- All crude tankers between DWT 10,000 and 19,999 m.t. must be inerted when carrying crude oil or fueloil.
- All product tankers between DWT 10,000 and 19,999 m.t. must be inerted for all grades with a flashpoint of 60 degrees Celsius and below with the exception of chemical tankers when loading propylene trimer and propylene tetramer if no inert gas system is fitted.
- For vessels loading, non gasfree cargo tanks may not be inerted alongside. Gasfree cargo tanks may be inerted but not concurrent with cargo loading.
- For vessels discharging, headspaces may not be inerted alongside.

11. FLEXIBLE "U" BENDS

- Vessels may not use flexible hoses to bridge cargo manifold connections with the exception of vessels loading luboils or discharging chemicals.

12. REPAIR WORK

- Repair work involving either hot or cold work or the use of naked lights is prohibited unless the permission of the loading department has been requested and granted in writing. For all hot work permission to be obtained from the Port Authorities.
- If permission is granted the Refinería Isla hot, cold or electrical isolation certificate to be completed.
- Repairs and other work which may immobilize the vessel must not be commenced without the prior approval in writing by the loading department and permission obtained from the Port Authorities.

NOTHING IN THESE INSTRUCTIONS WILL RELIEVE MASTERS OF THEIR RESPONSIBILITIES IN OBSERVING THE NORMAL SAFETY, FIRE PREVENTION AND SECURITY REGULATIONS.

PART C
SECURITY REGULATIONS

1. GENERAL

- Crew list to be supplied to REFINERIA ISLA prior to berthing of vessel.
- Crew members must be in possession of a valid REFINERIA ISLA identity card when going ashore.
- For security and safety reasons it is strictly prohibited to travel afoot on the REFINERIA ISLA premises.
- It is strictly prohibited to take photographs on the REFINERIA ISLA premises.
- Transportation of liquor is strictly forbidden on the REFINERIA ISLA premises without the written consent of the Master.

2. INTERNATIONAL SHIP & PORT FACILITY SECURITY CODE

- REFINERIA ISLA normally operates at Security level 1 which will be communicated to the vessel via the Pre-Arrival Questionnaire and confirmed when the vessel arrives outside.
- The vessel in turn to inform REFINERIA ISLA the Security level on board via the Pre-Arrival Questionnaire and confirm this when the vessel arrives outside.
- At Security level 2, should the vessel be taken in, a Declaration of Security will be completed and signed at the ship/shore Key Meeting.
- At Security level 2 communication between the vessel and REFINERIA ISLA will be enhanced by mobile telephone supplied by the vessel's agent.
- At Security level 2, should shore leave still be allowed, the crew members in addition to having a valid REFINERIA ISLA identity card must have a personal plastic identity card with photograph in their possession.
- At Security level 3 stop all operations in cooperation with the loading department and close all manifold valves.
- Bring engines to stand-by and prepare vessel for departure.
- Disconnect hoses or arms.

The Port Facility Security Officer can be contacted on telephone number 466 3333. However, under Security level 1 conditions contact will be via the loading

department. Under raised Security level conditions the contact details will be specified in the Declaration of Security.

- Refineria Isla (Curacao) S.A. (Emmastad Refinery and Curacao Terminal) port facility # is **0245**
- Emmastad Refinery port ID is **10724** and the UNCTAD location is **AN EMM**
- Curacao Terminal port ID is **10501** and the UNCTAD location **AN BUB**