

# **DB** Port Szczecin Sp. z o.o.

UI. Bytomska 14, 70-603 Szczecin

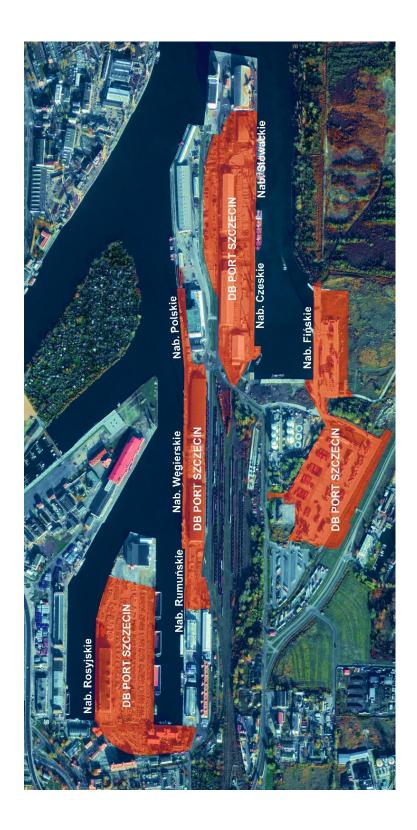




**INFORMATION LEAFLET** 



Location: DB Port Szczecin Sp. z o.o.





#### I. TERMINAL DB PORT SZCZECIN SP. Z O.O.

#### **TERMINAL GUIDE**

DB Port Szczecin Sp. z o.o. is a universal transhipment company located in the Szczecin nad Odrą (Szczecin upon Oder) harbour in the south Baltic area.



#### 53°25'08"N 14°34'12"E

DB Port Szczecin has wide experience in transhipment of goods, dating back to 1950s. This is the largest granite transhipment harbour in Europe and an important transhipment centre of aluminium.

Its main operation is based on transhipment of bulk products, heavy and oversized cargo, mass cargo and containers, special projects in different relations and onto various means of transport. Our company uses transhipment terminals, warehouses and storage yards. Its premises hold the Free Customs Area including warehouse and storage facilities. Different kinds of transhipment equipment are available in the terminal,

e.g. STS and RTG cranes, self-propelled cranes, wharf cranes, stackers and container handlers.

### Main advantages of DB Port Szczecin:



- excellent location of the harbour and connection with the European TEN-T transport network;
  - 50 ha area;
- $\bullet~~3~\text{km}$  long quay, ca. 200,000  $\text{m}^2$  of storage yards and ca. 60,000  $\text{m}^2$  of warehouse area;
- general cargo terminal transhipping granite blocks, steel goods, non-ferrous metals, wood-based products etc.;
- container feeder terminal with the transhipment capacity of 150,000 TEU and storage capacity of 5,000 TEU, with the possibility to connect 157 reefer containers, mainly handling containers from global ocean vessel operators;
- bulk terminal with the annual transhipment capacity of 500,000 tons, with roofed storage and packing maschine;
- · terminal handling heavy items and cargo project;
- NATO National Economy Entity Code which enables military equipment transhipment;
- advanced IT systems;
- qualified staff;
- member of Deutsche Bahn AG group.



## II. WHARF CHARACTERISTICS

#### 1. Czeskie wharf

410 m long and 20 m wide transhipment wharf with the admissible draught of 9.15 m, intended for general cargo, bulk cargo and container transhipment.  $30,744 \text{ m}^2$  area of adjacent storage yards.  $7,487 \text{ m}^2$  area of storage warehouses in the wharf. The wharf is featured with mobile wharf cranes:  $1 \times 1000 \text{ k}$  x Gottwald HMK 260 E DOR 50 tons,  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons and  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons and  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$  x Gottwald HMK 230E DOR 100 tons are  $1 \times 1000 \text{ k}$ 

#### 2. Słowackie wharf

565 m long and 20 m wide transhipment wharf with the admissible draught of 9.15 m, intended for general cargo, bulk cargo and container transhipment. 19,616 m² area of adjacent storage yards. 8,059 m² area of storage warehouses in the wharf. The wharf is featured with 1 x Gottwald HMK 230 E DOR 100 tons mobile wharf crane, 1 x Gottwald HMK 230E DOR 100 tons and 3 x FUD Mińsk Mazowiecki DOR 16 tons powered cranes.

#### 3. Fińskie wharf

300 m long and 30 m wide transhipment wharf with the admissible draught of 9.15 m, intended for container transhipment. 89,647  $m^2$  area of adjacent storage yards. The wharf is featured with 1 x Kocks DOR 45 tons STS container crane and 1 Kocks DOR 48 tons STS crane. Containers are transported using 4 x Sisu DOR 40 tons RTG container cranes, 1 x LINDE C4531 TL DOR 45 tons reachstacker, 1 x KALMAR DRF 450-65S5 DOR 45 tons and 1 HYSTER RS46-36CH DOR 46 tons.

#### 4. Rosyjskie wharf

322 m long and 20 m wide Nabrzeże Rosyjskie transhipment wharf with the admissible draught of 6.70 m intended for general cargo transhipment. 43,800 m $^2$  area of adjacent storage yards. 23,235 m $^2$  area of adjacent storage warehouses. The wharf uses 3 x FUD Mińsk Mazowiecki DOR 3 tons powered crane.

#### 5. Rumuńskie wharf

600 m long and 35 m wide Nabrzeże Rumuńskie with the admissible draught of 7.70 m intended for general cargo transhipment.  $11,092 \text{ m}^2$  of adjacent storage yard area.  $4,600 \text{ m}^2$  area of adjacent storage warehouses. The wharf is featured with powered cranes:  $2 \times VEB$  Kranbau DOR 6 tons,  $2 \times FUD$  Mińsk Mazowiecki 6.3 tons; and  $1 \times FUD$  Mińsk Mazowiecki DOR 16 tons.

#### 6. Wegierskie wharf

612 m long and 35 m wide Nabrzeże Węgierskie wharf with the admissible draught of 8.4 m intended for general cargo transhipment. 10,352  $m^2$  area of adjacent storage yards. 5,808  $m^2$  area of adjacent storage warehouses. The wharf is featured with powered cranes: 1 x FUD Mińsk Mazowiecki DOR 6.3 tons and 1 x FUD Mińsk Mazowiecki DOR 16 tons.

### 7. Polskie wharf

260 m long and 30 m wide Nabrzeże Polskie wharf with the admissible draught of 9.15 m intended for general cargo and container transhipment. 1,900 m $^2$  area of adjacent storage yards. The wharf is featured with powered cranes: 1 x FUD Mińsk Mazowiecki DOR 16 tons and 1 x FAMAK door 25 tons powered crane.

#### III. RELATED REGULATIONS

- 1. Directive 2001/96/EC of the European Parliament and Council of 4 December 2001 establishing harmonised requirements and procedures for safe loading and unloading of bulk carriers (Official Journal of the UE of 16 January 2002).
- "BLU Code" code of practice for the safe loading and unloading of bulk carriers according to the Annex to the Assembly resolution IMO A.862(20) of 27 November 1997
- 3. Ordinance No. 1 of the Director of Maritime Office in Szczecin of 5 April 2004 on additional requirements and procedures for the safety of bulk carriers loading and unloading.
- 4. Ordinance No. 5 of the Director of Maritime Office in Szczecin of 29 December 2004 amending the ordinance on additional requirements and procedures for the safety of bulk carriers loading and unloading.
- 5. Regulation of the Minister of Infrastructure of 31 March 2003 on safe transport of bulk cargo by ships (Journal of Laws 03.35.295).
- 6. Regulation of the Council of Ministers of 15 April 2011 on the control methods and measures for shipping and sea harbours protection (Journal of Laws 11.93.539).
- 7. harbour regulations Ordinance of the Director of Maritime Office in Szczecin of 17 September 2002, as amended.



## IV. ORGANISATION OF VESSEL RECEIPT FOR SERVICE BY DB PORT SZCZECIN SP. Z O.O.

DB Port Szczecin serves bulk carriers for loading and unloading of bulk goods. A vessel receipt organisation complies with the following procedures. In case of changes in the harbour regulations mentioned in Section I item 11, provisions of valid Harbour Regulations apply.

- 1. Any tasks not related to unloading or loading when the vessel is moored in the DB Port Szczecin wharf are handled by the Ship's Agent.
- 2. Any tasks from the vessel mooring to leaving the harbour are handled by the Ship's Agent.
- The vessel crew has to report and dispose of the vessel waste to a waste handling company assigned by the Szczecin and Świnoujście Port Management, according to the vessel waste collection programme valid in the harbour area.
- 4. The Ship's Agent maintains regular communication with the vessel crew when the vessel is moored at DB PS wharfs.
- 5. A terminal representative maintains telephone communication (24/7) on the DB PS side.
  - a. Ship Master tel. 693 888 617; 693 888 629;
  - b. Shift Dispatcher tel. 693 888 601.
- 6. The harbour area user shall be responsible for observing harbour regulations.
- 7. Procedures complying with ISPS rules are effective in the harbour area, based on IMO Convention. The ISPS system is managed by the Szczecin and Świnoujście Port Management.
- 8. The Ship's Captain is responsible for observing harbour regulations by the ship crew.
- A vessel moored in a harbour should have its external lights on from dusk to dawn and during limited visibility, according to harbour regulations.
- 10. A vessel has to use a pilot according to harbour regulations.
- 11. Vessels shall use towing services according to harbour regulations.
- 12. A 50 m or longer vessel shall use harbour tugboats.
- 13. The Shift Dispatcher shall allocate the vessel mooring and handling place.
- 14. The Shift Dispatcher manages the tugboats operation.
- 15. Before the vessel approach, until it is moored, the indicated bow position shall be marked by placing an orange 50 x 50 cm flag on the wharf during the day or orange light at night.
- 16. The following is forbidden in the harbour area (non-exhaustive list):
  - · removing, damaging or abusing fire signalling equipment as well as rescue, signalling and pyrotechnic equipment,
  - flushing of the ship board superstructures.

#### V. RESPONSIBILITIES OF A SHIP'S AGENT

The Ship's Agent is a representative and acts on behalf of the vessel operator and Ship's Captain. A Ship's Agent can fulfil the Ship's Captain responsibilities on his/her behalf. Whenever Ship's Captain's responsibilities are mentioned, the Ship's Agent can perform them and in such a case they should be treated as the Ship's Agent's responsibilities. Responsibilities of a Ship's Agent

- 1. Reporting a ship's arrival by entering a ship notification with relevant annexes in the PHICS (Polish Harbour Information and Control System).
- 2. The notification shall be entered in the system at least 24 hours before the ship's arrival.
- 3. The notification shall be submitted for approval by the Harbour Master's Office in PHICS.
- 4. Any other tasks handled by the Agent during transhipment (after getting the necessary permits from the Harbour's Master) e.g. bunkering, hot works, repair, waste disposal and goods picking have to be reported to the Shift Dispatcher. If the abovementioned works are carried out simultaneously with transhipment operations, they have to be approved by the Terminal.
- Obtain a permit for the vessel's leaving the harbour from the Harbour Master, after completing the border and phytosanitary control and customs clearance procedures. The permit involves electronic approval of the notification of the ship leaving the harbour in PHICS.
- 6. A Ship's Agent can create ship's leaving declarations in PHICS not earlier than 24 hours before the ship leaves the harbour and submit them for approval not earlier than 2 hours before the ship leaves the harbour, however not later than 3 hours after the ship's unmooring.
- 7. The rules described in this regulation can be changed as a result of harbour regulations amendment.
- 8. On behalf of the ship the Agent communicates to DB Port Szczecin the information concerning the ship by phone, email or on paper.
- 9. A Ship's Agent who accepts a vessel for service should pay attention whether they made sure upon accepting a vessel for transporting of specific cargo that the ship is capable of handling the cargo with the transhipment equipment available in the Terminal and whether the vessels' structure will not prevents its safe service.



#### VI. RESPONSIBILITIES OF A SHIP'S CAPTAIN

The Ship's Agent can represent the Ship's Captain during transhipment operations.

In order to get a permit to enter a harbour, having arrived at the roads, should establish communication with the Harbour Master and report the following data by radio-telephone:

- 1. Time of arrival at the roads;
- 2. Name, call-sign, IMO number, flag and port of registry;
- 3. Cargo loading or unloading plan;
- 4. Arrival draught and expected departure draught;
- 5. Required ballasting or deballasting time;
- 6. Distance between the waterline and the upper edge of the first hatch intended for loading works and the distance between the ship's side and the cargo hatch;
- 7. Gangway location;
- 8. Vertical clearance;
- 9. Operating details;
- 10. Quantity and type of mooring ropes;
- 11. Additional requirements for the load;
- 12. Details concerning all necessary repairs which can delay mooring, starting to tranship a vessel or its departure;
- 13. Have sufficient crew number on board for the vessel manoeuvring.
- 14. Fill in and submit pre-arrival ship notification to DB Port Szczecin;
- 15. Maintain communication with the Ship's Agent;
- 16. Maintain telephone communication with the Ship Master and/or Shift Dispatcher;
- 17. Arrange the cargo loading or unloading plan and its potential modifications in writing. The Ship's Captain or his/her representatives makes all the arrangements.

## VII. RESPONSIBILITIES OF A SHIP'S CAPTAIN AFTER MOORING THE SHIP AND DURING LOADING OPERATIONS

Responsibilities of the Ship's Captain during loading:

- 1. Fill in and submit a valid ship/shore safety checklist (checklist) to DB Port Szczecin;
- 2. Ensuring supervision of Watch Keeping Officer during any transhipment operations;
- 3. Continuous supervision of load and ballast water arranging operations;
- 4. Ensuring that the ship is left with no heel;
- 5. Ensuring safe mooring of the ship;
- 6. Informing the Terminal about the requirements concerning load trimming;
- 7. Informing the Terminal about the requirements concerning reconciliation of re-ballasting or ballasting and the speed of unloading works and about any modifications in this respect;
- 8. Ensuring safe pumping out of ballasting water at a rate suitable for the arranged stowage plan;
- 9. Making the crew familiar with the agreements made with the harbour authorities in case of weather changes;
- 10. Doing hot works and works causing severe heat emissions only after obtaining the Harbour Captain's permit;
- 11. Constant supervision of loading works;
- 12. Maintaining regular communication with DB PS representative, especially to ensure instant arrangements in case of damage or hazard;
- 13. Informing a DB PS representative about the deadline for starting the ship's final trimming;
- 14. Uniform unloading/loading of the ship to avoid torsioning of its structure;
- 15. Taking any precautions to avoid explosion if flammable vapours are emitted (e.g. during ballasting);
- 16. Signing a declaration and disposing of ship waste with a waste collecting company according to harbour procedures;
- 17. Obtaining the Harbour Captain's permit for operations which require a permit, including in particular bunkering, welding and discharge of oil-contaminated water.
- 18. After the crew disembarking, the Ship's Captain is responsible for the crew's observance of the harbour regulations. The crew traffic in DB Port Szczecin area shall conform to the rules presented in ISPS. The disembarking crew shall be made familiar with the crew traffic rules valid in the Terminal premises;
- 19. In case of fire or any other local hazard on the ship, follow the relevant ship (alarm procedure) and immediately inform the Harbour Master's Office officer on duty;
- 20. A captain of a combined ship (OBO or O/O) should provide the following additional information:
  - · kind of the last three transported cargos;
  - date and place of loading/unloading the recently transported crude oil;
  - information about the content of residual tanks and if they are filled with neutral gas and sealed;
  - date, place and name of institution which issued the last degassing certificate;



21. The rules described in this regulation can be changed as a result of amendments to Harbour Regulations set out in Section I item 11; regulations provided for in valid Harbour Regulations apply.

#### VIII. RESPONSIBILITIES OF DB PORT SZCZECIN SP. Z O.O.

On behalf of DB Port Szczecin the Ship Master or Shift Dispatcher maintains regular telephone communication with the ship. Ship Master tel. 693 888 617; 693 888 629, Ship Dispatcher tel. 693 888 601.

- 1. All arrangements between the vessel and the Terminal and all control operations shall be documented. Information to the Ship's Captain can be communicated directly by the Ship Master or simultaneously between the Ship Master and the Ship and/or between the Ship Master, Agent and the Ship.
- 2. DB Port Szczecin should accept vessels for unloading/loading of solid bulk cargo if they are able to berth safely, considering water depth at the wharf, maximum ship dimensions, berthing and bumper equipment, safe access to the vessel from the wharf and expected obstacles in transhipment operations.
- 3. Transhipment equipment in the harbour should be in a good working order and have the required certificates, while their operators should hold the necessary authorisations.
- 4. Whenever automatic cargo loading system is used, the weighing equipment should be calibrated at regular intervals recommended for the equipment.
- 5. The harbour staff should be trained in safe transhipment handling and be provided with the necessary PPE.
- 6. On behalf of DB Port Szczecin the Ship Agent communicates to the Ship's Captain the following information in an electronic form:
  - wharf name where transhipment is going to be executed;
  - transhipment equipment characteristics;
  - wharf characteristics:
  - minimum water depth along the wharf and in the approach channels;
  - · water density;
  - the possibility of using tugboats is agreed before the ship arrives at the harbour, taking into consideration the ship's draught upon arrival/departure, the ship structure, service type (unloading/loading) etc.;
  - in the case of loading the Captain gets the information about the cargo characteristics from the Vessel Operator before calling at a harbour;
  - changes in the existing cargo loading and unloading plans;
  - warnings about non-standard mooring equipment;
  - · any limitations in ballasting and deballasting;
  - maximum admissible draught of the vessel upon arrival and departure, depending on the water level;
  - principles of ship's crew traffic in the harbour area;
  - other information required by the captain.
- 7. The information which the Captain receives from the Shift Dispatcher before mooring:
  - ship location (during the ship's approach the place has to be marked with an orange flag during the day and orange light after dawn):
  - the ship's bow position against the wharf;
- 8. After mooring the ship, the Ship Master submits the ship/shore checklist to the ship and fills it with the Captain.
- 9. The Ship Master checks a bulk carrier for its compliance with the following requirements:
  - if it is featured with holds and cargo hatches which allow for correct loading/unloading, stowage and trimming;
  - if cargo hatches are marked according to the cargo unloading/loading plan;
  - if the marking is clear, legible and visible;
  - if the cargo hatch cover opening and closing systems as well as safety equipment are in a condition which guarantees safety of the staff participating in the transhipment;
  - if the ship constant heel signalling lights are installed, check them for correct operation before transhipment;
  - if an approved automatic stability-loading calculation device is required on the ship's side, the device should have a relevant certificate and be in a good working order;
  - · if the ship's drive and auxiliary mechanisms operate correctly;
  - if the board equipment intended for the ship mooring and parking is operating and in a good condition;
  - arranges the transhipment operations schedule with the vessel crew. Any amendments to the schedule have to be confirmed in writing by both parties after its approval. The Ship's Captain or his/her representative arrange the schedule for the vessel;
  - Maintains regular telephone communication 24 hours a day.
- 10. Before and during transhipment operations the Terminal representative shall:
  - submit the names and procedures to the Captain which facilitate contact with the harbour staff (emergency contact list);
  - take any precautions to avoid any damage to the ship, and if it occurs notify the Ship's Captain and Agent;



- ensure that the ship is maintained with no heel;
- inform the Ship's Captain and Agent about any irregularities noticed on the ship, which could affect the safety of transhipment operations;
- ensure uniform transhipment to avoid torsioning of the ship structure, according to the stowage plan;
- load the ship in such a way that there are no local impacts of the cargo on the ship structure, according to the stowage plan;
- ensure that the cargo weight in each hold is arranged according to the unloading/loading plan;
- ensure the vessel trimming according to the Captain's requirements;
- make sure that after unloading/loading the initial draught complies with the assumptions; arrangements with the Captain
  or Loading Officer according to the loading/unloading plan;
- · informs the Ship's Captain about changes in the transhipment staff positions affecting the transhipment speed;
- supervises that no hot works (welding, using open flame or releasing high amounts of heat) are carried out on board the ship or in the vicinity of the transhipment zone;
- · if the abovementioned works are required, arranges any changes in the unloading/loading plan with the Captain;
- maintains regular contact with the ship during transhipment operations which ensure the possibility of stopping transhipment operations immediately if such a need arises;
- confirms in writing that transhipment operations have been completed.
- 11. The rules described in the Guide can be modified as a result of amendments to the Harbour Regulations, other legal provisions affecting the way of performing tasks with safe handling of bulk carriers and any legislative provisions affecting the Terminal's operation.



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Załącznik nr 1. Pre arrival.

## Pre arrival (ship)

Dear sir,					
	ode we kindly ask you to send the following in	nformation befor	e arrival at o	our terminal to our oper	ational
department.					
Master:		Nama ahin			
ETA date and time:		Name ship:			
Name master:		IMO number:			
riag:		Call sign:			
Port of registry:		Chantanan			
Owner:		Charterer:			
Length overall: Beam:		Length cargo a	ırea:		
		Ct - ul u-l	Dt		
Ships accommodation ladder:		Starboard	Port		
Maximum air draught:					
Maximum deballast/ballast rat	•				
Total time requested for debal Distance from waterline to first					
		_			
Distance from the ships side to	o the hatch opening:	_			
Arrival draught:					
Departure draught:		+			
Number and type of mooring li		1			
Cargo particulars (f.i. water co		1			
Details of the ships cargo han		1			
Details of any repairs (If there		1			
Extra information requested by					
Special request on behalf of th	ne ship:				
Are the hatch covers large end	ough to load/discharge ?				
Are the holds self trimming?					
	dance with the loading/unloading plan and				
clear visible to the cranedriver		_			
Possibility to secure the hatch		_			
Opening/closing system hatch	·	_			
Is the deck illumination operat		+			
Are the ships list indicators op		+			
Is the ships loadmaster certific		+			
Is the main engine operational					
Are the auxiliary engines oper	·				
Are the deckwinches operation	nal any time ?	1			
			<u> </u>		
Mark the relevant answer with	an ''X" Yes		No		Yes No



Ship contact persons: .....

8. Have any bunkering operations been advised and agreed?

7. Are adequate crew on board, and adequate staff in the terminal, for emergency?

Shore contact person (s): FOREMAN | BOATSWAIN Location: ON DECK | STEVEDORE OFFICE

Zarącznik nr 2. Snipsnore safety checklist.			
SHIPSHORE SAFETY CHECKLIST For Loading or Unloading Dry Bulk Cargo Carriers Date:			
Port:			
Loading   Unloading			
Terminal/Quay:			
Available depth of water in berth:			
Minimum Air draught*:			
Ship's name:			
Arrival draught (read/calculated):			
Air draught:			
Calculated departure draught:			
Air draught:  The Master is responsible at all times for the safe loading and unloading of in the form of a loading or unloading plan. In addition the Master should enterminal before loading or unloading is commenced.  The Master and terminal manager, or their representatives, should comple given in the accompanying guidelines. The safety of operations requires the boxes ticked. If this is not possible, the reason should be given, and agree erminal. If a question is considered to be not applicable write "N/A", explaint the safety of operations.	sure that the ch te the checklist , at all questions ment reached u	ecklist is comp jointly. Advice o should be anso pon precaution	leted in consultation with the on points to be considered is wered affirmatively and the
1. Is the depth of water at the berth, and the air draught, adequate for the cargo operation?			
e mooring arrangements adequate for all local effects of tide, current, weather, traffic and craft alongside?	,		
3. In emergency, is the ship able to leave the berth at any time?			
4. Is there safe access between the ship and the wharf? Tended by Ship/Terminal (cross out the appropriate)			
5. Is the agreed ship/terminal communications system operative?			
Communication method: VERBAL   MOBILE PHONE			•
Language: ENGLISH			
Radio channels/phone numbers:			
6. Are the liaison contact persons during operations positively identified?			
			1



Have any intended repairs to wharf or ship whilst alongside been advised and agreed?	
<ol> <li>Has a procedure for reporting and recording damage from cargo operations been agreed</li> </ol>	,
11. Has the ship been provided with copies of port and terminal regulations, including safety and pollution requirements and details of emergency services?	
12. Has the shipper provided the Master with the properties of the cargo in accordance with the requirements of chapter VI of SOLAS?	
13. Is the atmosphere safe in holds and enclosed spaces to which access may be required, have fumigated cargoes been identified, and has the need for monitoring of atmosphere been agreed by ship and terminal?	
14. Have the cargo handling capacity and any limits of travel for each loader/unloader been passed to the ship/terminal?	
Loader:tones/hr.	
Loader:tones/hr.	
Loader:tones/hr.	
15. Has a cargo operations plan been calculated for all stages of loading/deballasting or unloading/ballasting?	
Copy lodged with:	
16. Have the holds to be worked been clearly identified in the loading or unloading plan, showing the sequence of work, and the grade and tonnage of cargo to be transferred each time the hold is worked?	
17. Has the need for trimming of cargo in the holds been discussed, and the method and extent been agreed?	
18. Do both ship and terminal understand and accept that if the ballast programme becomes out of step with the cargo operation, it will be necessary to suspend cargo operation until the ballast operation has caught up?	
19. Have the intended procedures for removing cargo residues lodged in the holds while unloading, been explained to the ship and accepted?	
20. Have the procedures to adjust the final trim of the loading ship been decided and agreed?	
Tonnage held by the terminal conveyor system:	
21. Has the terminal been advised of the time required for the ship to prepare for sea, on completion of cargo work?	
THE ABOVE HAS BEEN AGREED:	
Fime: Date:	
For Ship: For Terminal: .	
Rank:Position/Title	



Załącznik nr 3. Potwierdzenie zakończenia operacji ładunkowej.

<b>B</b>			ul. 70- www.deutsche Phone +- Fax+48	DB Port Szczecin Sp. z o.o. ul. Bytomska 14 70-603 Szczecin www.deutschebahn.com/portszczecin Phone +48 (0)91 430 86 60 Fax+48 (0)91 462 47 79 sekretariat@dbport.pl			
			Szczecin	24.02.2020			
		ONFIRMATION C PERATION'S COI					
Vessel nam Nazwa stat		0	Terminal/ Quay terminal/nabrzeź				
The vessel h	nas been mod mowano	ored:	00.01	00.01.1900 00:00			
	en started począł	discharging on: wyładunek:	00.01	00.01.1900 00:00			
	en finished ończył	discharging on: wyładunek:	00.01				
The vessel h	nas been unm ował	oored:	00.01	.1900 00:00			
	No any damag	ges were caused to the	e ship.				



Załącznik nr 4. Protokół potwierdzenia stanu faktycznego. Statement of the fact.

DB	DB Port Szczecin Sp. z o.o.  ul. Bytomska 14 70-603 Szczecin  w w w .deutschebahn.com/portszczecin Phone +48 (0)91 430 86 60 Fax +48 (0)91 462 47 79 sekretariat@dbport.pl			
STATEMEN	IT OF THE FACT			
	DKÓŁ № /2020			
Date and time of writing: Data i godzina spisania:	24.02.2020			
Place of discovering of reason Miejsce wykrycia przyczyny:	0			
Date of discovering of reason: Data wykrycia przyczyny:	24.02.2020			
Circumstances of discovering of reason: Okoliczności wykrycia przyczyny:	DURING DISCHARGING			
Exact description of the cargo according to manifest:  Dokładny opis ładunku zgodnie z manifestem				



Załącznik nr 5. Potwierdzenie przerw w pracy. Cofirmation of stoppage.

DE	3	CONFIRMA	ATION OF	- STC	DPPAGE	www	ul. By 70-60 deutscheb Phone +48 Fax +48 ( sekretar	vtomska 14 03 Szczecin pahn.com/portsz (0)91 430 86 60 0)91 462 47 79 riat@dbport.pl	czecin	
		P01	WIERDZEN	IE PRZ	ERW					
DB Port Sezerich Sp. z o.o.   u. Bytomaka 14     T0-063 Sezerich     Www.deutschebahn.com/portazezech     Ww.deutschebahn.com/portazezech     Ww.deutschebahn.com/portazech     Ww.deutschebahn.com										
PRZY WY	/ZAŁADUNKU									
			FOLLOW	ING S	STOPPERS	CAUSED	BY:			
	-								-	
> A TE		CLUET			EDOM LIDO			TILL LIDG		
JNIA		ZMIANA			OD GODZ.			DO GODZ.		
							=			
	robotników:		po godz.:						Rb-godz	
							=			
		I				DOR:16t				
		I				DOR:t	=			
	CS .									
			F = 9040.					1	3000	
	DB Port Szczecin								orwarder/Agent	



Annex 6. List of emergency telephone numbers.

1. Emergency medical service:

(24h): 999; 112

2. Operator-Terminal:

**DB** Port Szczecin Sp. z o.o.

Main Dispatcher: +48 91 43 08 540

Shift Dispatcher: +48 91 43 08 566; 693 888 301

Ship Master: +48 91 4307714; 693 888 629; 607 287 598

3. Harbour Rescue Services:

Emergency Point: +48 91 43 08 998 +48 91 43 08 355

4. Szczecin Harbour Master's Office:

Tel.: +48 91 44 03 596

Szczecin Harbour Master's Office +48 91 44 03 510

6. Harbour Facility Security Officer:

PFSO: +48 91 43 08 100 48695380614

7. Municipal Police Station in Szczecin:

(24 h): 997; 112

8. Fire Brigade:

(24 h): 998; 112

+48 91 43 48 501; +48 91 43 48 502,

9. Regional Crisis Management Centre:

(24 h): +48 91 430 33 42