

Terminal Safety Information Booklet



PT Kilang Pertamina Internasional – Terminal Untuk Kepentingan Sendiri PT Kilang Pertamina Internasional Refinery Unit II Dumai			
Oil & Gas Terminal -----	Marine Terminal Information Booklet	Issued	-
		Revised	-



**PT Kilang Pertamina Internasional
Terminal untuk Kepentingan Sendiri (TUKS)
Refinery Unit II Dumai
JL Raya Kilang Putri Tujuh, Tanjung Palas, Dumai Timur, Tj.
Palas, Kec. Dumai Tim., Kota Dumai, Riau 28815**

**KILANG PERTAMINA INTERNASIONAL RU II DUMAI
TERMINAL INFORMATION ON FACILITY, SAFETY, SECURITY AND
POLLUTION PREVENTION REGULATION**

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PREFACE

This booklet is addressed to the Masters, owners, operators, and agent of vessels that call at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. This booklet contains information that is applicable to PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai and is not represented as complete in every aspect of safe and pollution-free cargo-transfer operations. There will be some changes, such as Under Keel Clearance (UKC), Draft, Deadweight Capacity, and others, to align with the latest terminal conditions and local regulations.

This information is not intended to relieve any vessel or Master of the responsibility to safely berth, moor, and sail the vessel and to use whatever assistance over and above these requirements he/she feels are necessary. This information does, however, represent the minimum requirements for the terminal. Berth personnel will have authority in seeing that these requirements are met.

The Master or person in charge of any vessel, while at the terminal, shall have adequate knowledge of these rules and regulation to ensure that his crew members are fully informed of these requirement. Vessels that do not comply with all the requirements may not be permitted to berth or may be asked by the terminal representative to immediately disconnect and leave the berth.

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SECTION I

TERMINAL INFORMATION

1.1 POSITION

Name : PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai
 Owner : PT Kilang Pertamina Internasional
 Operator : PT Pertamina Port & Logistics – Port Dumai
 Address : Jl. Raya Kilang Putri Tujuh
 Town : Kec. Dumai Timur, Kota Dumai.
 State : Prov. Riau, Indonesia
 Zip : 28815
 Phone : (0765) 441000

1.2 BERTH DESCRIPTION

PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is a private terminal owned by PT Kilang Pertamina Internasional Dumai and operated by PT Pertamina Port & Logistic - Port Dumai. PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is a part of Dumai Port, has eight berths, which is capable of loading, unloading, and bunkering ships or barges. The berths are piling-supported concrete cap structure with a submerged sheet pile bulkhead situated along the Rupert Strait.

1.3 ANCHOR REFERENCE

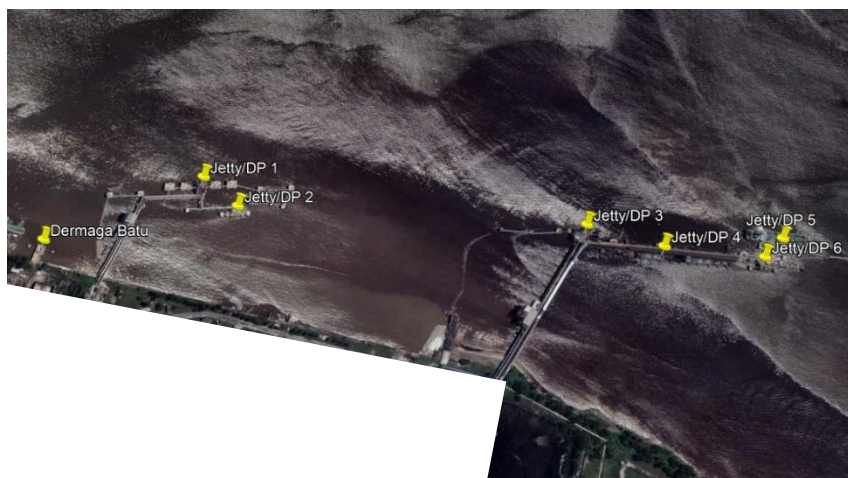
Reference:
 “Prosedur Tetap Pelayanan Pemanduan dan Penundaan Kapal di Wilayah Perairan PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai di Perairan Wajib Pandu Kelas I Pelabuhan Dumai Provinsi Riau”.

1.4 SEA MAP

PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai refers to sea map Indonesia No. 18 and No. 18A and British Admiralty Chart No. 3933.

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1.5 CITRA SATELITE



1.6 LOCAL TIME ZONE

UTC/GMT +7 hours

1.7 SEABED TYPE

Sand and Mud

1.8 NAVIGATION HAZARDS

Fishing Nets, Channel Crossing, and Traders Traditional Boats

1.9 MARINE NAVIGATION AIDS

1 (unit) Buoy (Buoy Merah)

1.10 JETTY DATA¹

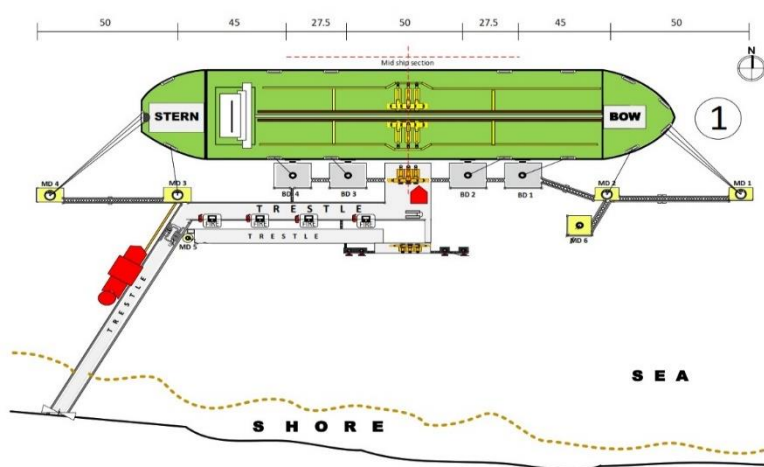
1.10.1 Dermaga 1

Type	: Dolphin
Safe Draft	: 12,4 m LWS
Min-Max DWT of ship	: 10.000 - 120.000 DWT
Min-Max LOA	: 80 - 360 m
Minimum Parallel Body Length	: 60 m
Max Height of Manifold from Water Line	: About 3,5 m
Geographic Position	: 01° 41' 07,44" LU / 101° 28' 32,69" BT
	: 01° 41' 06,59" LU / 101° 28' 42,64" BT
	: 01° 40' 59,13" LU / 101° 28' 41,21" BT
	: 01° 41' 02,95" LU / 101° 28' 31,44" BT
Jetty Head Elevation	: More than 2,1 M
Distance Between Bollard	: 80 M (MD4 - MD3)
	: 45 M (MD3 – BD4)

¹ An update will be made if there are any changes, or user can contact the Terminal for further information

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	27,5 M (BD4 – BD3)
	55 M (BD3 – BD2) among jetty head
	27,5 M (BD2 – BD1)
	45 M (BD1 - MD2)
	80 M (MD2- MD1)
Platform	: (15x20) m2
Breasting Dolphin	: 4 unit @ (17x13) m2
Mooring Dolphin	: 4 unit @ (9x9) m2
Catwalk	: (199x1,8) m2
Jetty Length	: 15 M
Jetty Width	: 20 M
Length x Width Trestle	: (160x4,45)m2



Picture & Mooring Arrangement

Mooring Arrangement					
Headlines	Breastlines	Springlines	Springlines	Breastlines	Sternlines
2	2	2	2	2	2

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Under normal condition it is capable of handling the following product(s) :

No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	CRUDE/CONDESATE	Loading Arm		2500	Max 7
2	HVGO	Loading Arm/ MLA	1200	1200	Max 7
3	LSWR	Loading Arm/ MLA	2500	1500	Max 7
4	MFO	Loading Arm	2500		Max 7
5	MFO (Bunker)	Hose	100 - 300		Max 7
6	MDO (Bunker)	Hose	100		Max 7
7	PERTADEX	Hose & Loading Arm	1200		Max 7
8	NAPHTHA	Hose	400	400	Max 7
9	HOMC	Hose	400	400	Max 7
10	PERTALITE	Hose	400	400	Max 7
11	SOLAR	Hose & Loading Arm	1200	1200	Max 7
12	KEROSENE	Hose & Loading Arm	1200	1200	Max 7
13	YU BASE 4+	Loading Arm	400		Max 7
14	YU BASE 6+	Loading Arm	400		Max 7

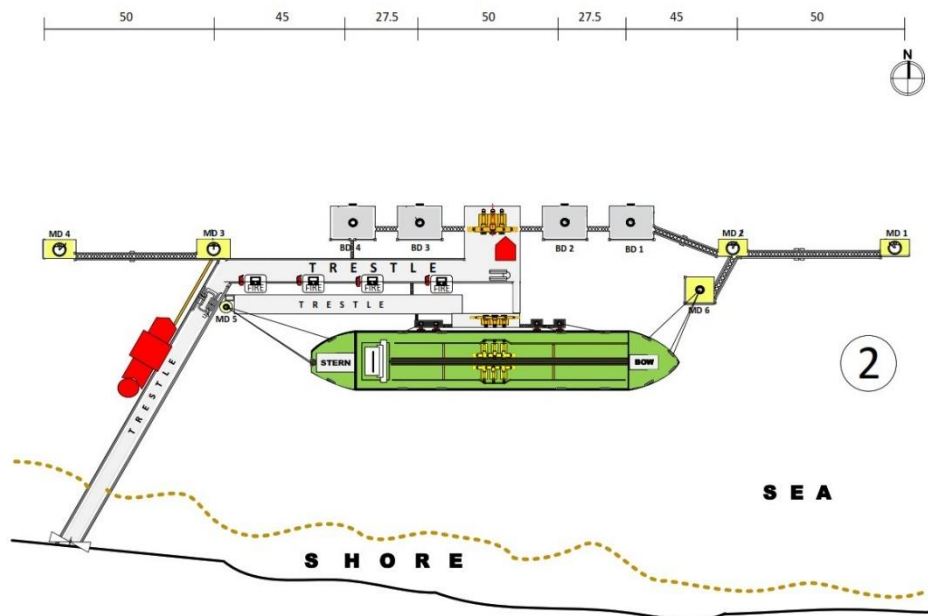
1.10.2 Dermaga 2

Type
Safe Draft

: Dolphin
: 9,0 m

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Min-Max DWT of ship	: 1.000 - 6.000 DWT
Min-Max LOA	: 50 - 200 m
Minimum Parallel Body Length	: 25 m
Max Height of Manifold from Water Line	: About 2,5 m
Geographic Position	: 01° 41' 06,11" LU / 101° 28' 36,92" BT
	: 01° 41' 05,53" LU / 101° 28' 42,12" BT
	: 01° 40' 59,47* LU / 101° 28' 40,51" BT
	: 01° 41' 01,27" LU / 101° 28' 35,83° BT
Jetty Head Elevation	: More than 1,9 m
Breasting dolphin	: 4 unit @ (5,2x5,2) m2
Mooring dolphin	: 2 unit @ (5,2x5,2) m2
Distance Between Bollard	: Outer MD East – Inner MD East = 80m
	: Outer MD West – Inner MD West = 80m
Catwalk	: MD1 - Trestle = (18,126 x1,45) m2
	: BD1-BD2&BD3-BD4=2unit@ (4,3x1,45)m2
	: BD2-PL&PL-BD3=2unit@ (2,4x1,45) m2
	: MD2-MD1 Jetty 1= (27,040x1,45) m2
Jetty Length	: 15 m
Jetty Width	: 7 m
Length Trestle	: 68,5 m
Width Trestle	: 1,7 m
Picture & Mooring Arrangement	



Under normal condition it is capable of handling the following product(s) :

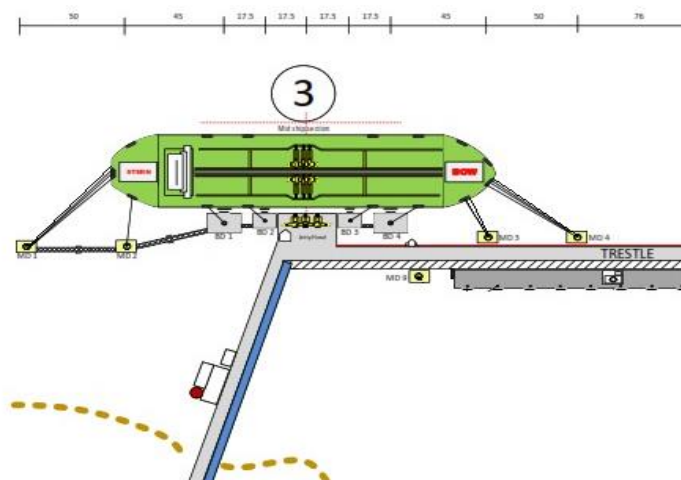
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No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	PERTALITE	Hose	400		Max 7
2	SOLAR	Hose	400		Max 7
3	NAPHTHA	Hose	400	400	Max 7
4	KEROSENE	Hose	400		Max 7
5	PERTADEX	Hose	400		Max 7
6	SMOOTH FLUID	Hose	400		Max 7

1.10.3 Dermaga 3

Type	: Dolphin
Safe Draft	: 12,4 m
Min-Max DWT of ship	: 5.000 - 35.000 DWT
Min-Max LOA	: 60 - 260 m
Minimum Parallel Body Length	: 55 m
Max Height of Manifold from Water Line	: About 3,2 m
Geographic Position	: 01°41'02,73"LU / 101°28' 53.73" BT 01°41'00.79"LU / 101° 29' 01,99" BT 01°40'52,27"LU / 101° 28' 55,77" BT 01°40'55,87"LU / 101° 28' 49,34" BT
Jetty Head Elevation	:
Distance Between Bollard	: MD1 - MD2 = 50m MD2 - BD1= 45m BD1 - BD2 = 18m BD2 - BD3 = 34m BD3 - BD4 = 18m BD4 - MD3 = 45m MD3 - MD4 = 50 m
Breasting Dolphin	: 2 unit @(10x8)m2, 2 unit @(6x7)m2
Mooring dolphin	: 4 unit @(6x6)m2
Jetty Length	: 23,3 m
Jetty Width	: 18,7 m
Length Trestle	: (350x9,5) m2
Picture & Mooring Arrangement	

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Under normal condition it is capable of handling the following product(s) :

No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	PERTALITE	Loading Arm	1500		Max 7
2	KEROSENE	Loading Arm	1500	1200	Max 7
3	AVTUR	Loading Arm	1500		Max 7
4	PERTADEX	Loading Arm	1500		Max 7
5	MDF (IDO-LS)	Hose	100		Max 7
6	SOLAR	Loading Arm	1500		Max 7
7	NAPHTA	Loading Arm	500		Max 7
8	LSWR	Hose	1800	1500	Max 7
9	HVGO	Loading Arm	1200	1000	Max 7
10	MFO	Hose	300		Max 7
11	HOMC	Loading Arm	1200	1000	Max 7
12	YU BASE 4+	Loading Arm	400		Max 7
13	YUB BASE 6+	Loading Arm	400		Max 7
14	NBF	Hose		400	Max 7

1.10.4 Berth DP 4

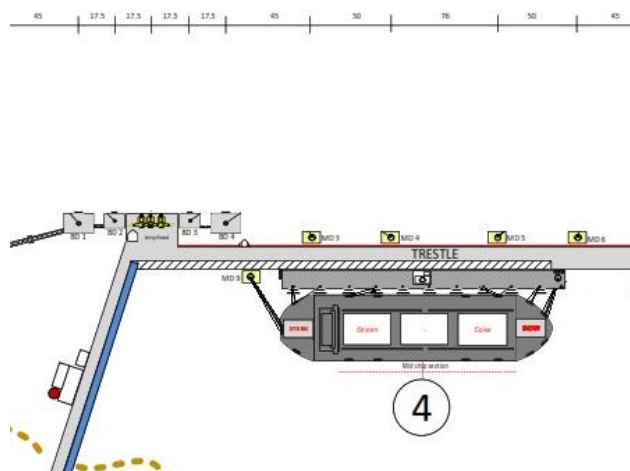
Type

: Dolphin

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Safe Draft : 12,4 m
 Min-Max DWT of ship : 1.000 - 25.000 DWT
 Min-Max LOA : 70 - 170 m
 Minimum Parallel Body Length : -
 Max Height of Manifold from Water Line : About 3,2 m
 Geographic Position : 01°40' 58,97" LU / 101° 29' 06.60" BT
 01°40' 49,75" LU / 101° 29' 00,32" BT
 01°41' 00,88" LU / 101° 28' 58,97" BT
 01°40' 53,71" LU / 101° 28' 53,20" BT

 Jetty Head Elevation :
 Distance Between Bollard : MD9-BD9=551
 Mooring dolphin : 1 unit (6x6) m2
 Jetty Length : 158 m
 Jetty Width : 10,5 m
 Length Trestle : 350 m
 Picture & Mooring Arrangement



Under normal condition it is capable of handling the following product(s) :

No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	GREENCOKE	Conveyor	3000M.ton/day		

1.10.5 Dermaga 5

Type : Dolphin
 Safe Draft : 12,4 m
 Min-Max DWT of ship : 5.000 - 35.000 DWT
 Min-Max LOA : 60 - 260 m
 Minimum Parallel Body Length : 50 m
 Max Height of Manifold from Water Line : About 3,2 m
 Geographic Position : 01° 40' 58,34" LU / 101° 29' 12,28" BT

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01° 41' 00,79" LU / 101° 29' 01,99* BT

01° 40' 52,27" LU / 101° 28' 55,77* BT

01° 40' 47,36* LU / 101° 29' 04,10* BT

Jetty Head Elevation :

Distance Between Bollard

: MD5 - MD6 = 50m

MD6 - BD5 = 55m

BD5 - BD8 = 50m

BD8 - MD7 = 55m

MD7 - MD8 = 50m

Breasting dolphin

: 2 unit @(8x10)m2, 2 unit @(6x7) m2

Mooring dolphin

: 2 unit @(6x6) m2

Catwalk

: 95x1,5 m2

Jetty Length

: 25,3 m

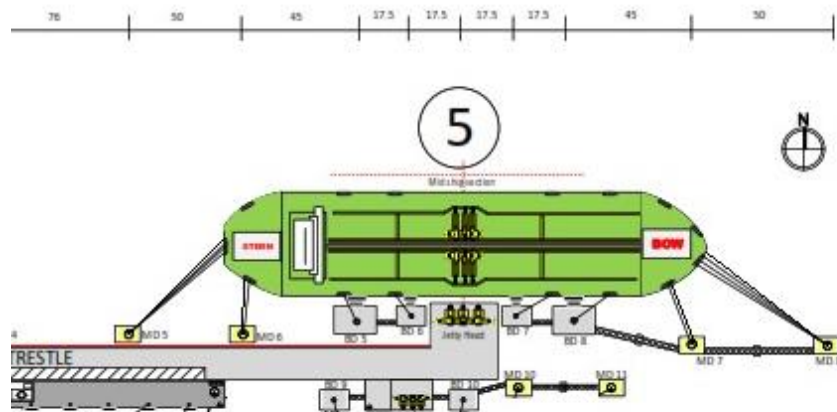
Jetty Width

: 23 m

Length Trestle

: 350 m

Picture & Mooring Arrangement



Under normal condition it is capable of handling the following product(s) :

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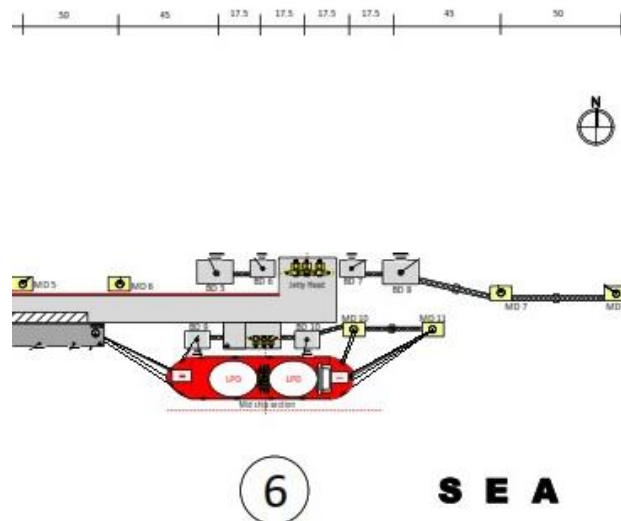
No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	PERTALITE	Loading Arm	1500		Max 7
2	KEROSENE	Loading Arm	1500	1200	Max 7
3	AVTUR	Loading Arm	1500		Max 7
4	PERTADEX	Loading Arm	1500		Max 7
5	SOLAR	Loading Arm	1500		Max 7
6	NAPHTA	Loading Arm	1000	800	Max 7
7	HOMC	Loading Arm	1200	1000	Max 7
8	MFO (Bunker)	Hose	300		Max 7
9	MDO (Bunker)	Hose	300		Max 7
10	LPG	Loading Arm	150 M.ton		Max 7
11	YU BASE 4+	Hose	400		Max 7
12	YU BASE 6+	Hose	400		Max 7

1.10.6 Dermaga 6

Type	: Dolphin
Safe Draft	: 12,4 m
Min-Max DWT of ship	: 1.000 - 2.400 DWT
Min-Max LOA	: 60 - 260 m
Minimum Parallel Body Length	: 50 m
Max Height of Manifold from Water Line	: About 3,2 m
Geographic Position	: 01°40' 58,94" LU / 101° 29' 06,58" BT 01°40' 58,53" LU / 101° 29' 09,40* BT 01°40' 48,46* LU / 101* 29' 02,30* BT 01° 40' 49,75" LU / 101° 29' 00,32* BT
Jetty Head Elevation	:
Distance Between Bollard	: BD9 - BD10 = 40m BD10 - MD10 = 20m MD10-MD11=25m.
Jetty Length	: 14 m
Jetty Width	: 13,5 m
Length Trestle	: -

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Picture & Mooring Arrangement



Under normal condition it is capable of handling the following product(s) :

No	Product	Hose / L.Arm	Rate (KL/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	LPG	Loading Arm	150 M.Ton		Max 7
2	MDO (Bunker)	Hose	300		Max 7
3	MFO (Bunker)	Hose	300		Max 7

1.10.1 Dermaga Batu (Material Jetty)

Type	: Dolphin
Safe Draft	: 12,4 m
Min-Max DWT of ship	: 1.000 - 2.400 DWT
Min-Max LOA	: 60 - 260 m
Minimum Parallel Body Length	: 50 m
Max Height of Manifold from Water Line	: About 3,2 m
Geographic Position	: 01°40' 58,94" LU / 101° 29' 06,58" BT
	: 01°40' 58,53" LU / 101° 29' 09,40* BT
	: 01°40' 48,46* LU / 101* 29' 02,30* BT
	: 01° 40' 49,75" LU / 101° 29' 00,32* BT

1.11 CONTROLLING UKC (Under Keel Clearance)²

As of the date of this revision, the following maximum UKC apply to PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. Every vessel calling to to PT Kilang

² An update will be made if there are any changes, or user can contact the Terminal for further information

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Pertamina Internasional TUKS Refinery Unit II Dumai Terminal shall maintain her controlling UKC not to exceed:

Restricted Waters, Port Approaching , Harbour – Transit (SBE)	10 % water depth
While Alongside	Breadth < 20 m = 0,3 m Breadth > 20 m = 1,5% of the vessel's beam

These controlling UKC requirement are guidelines only. Variances may be considered on an individual basis

Reff : *HSSEQ Circular Pertamina Shipping No. 018/2016 Subject Revision for UKC*

1.12 SHIP TRANSIT THROUGH BAY

1.12.1 APPROACH AND ENTRY

Dumai (01° 41'50N 101° 27.00E), is a private terminal, is situated on the South side of Selat Rupert, on the mainland coast of Sumatera. It is principally an important oil loading terminal with general cargo handling facilities and a large trade in the export of logs.

1.12.2 WEATHER AND CLIMATE

Tidal

Mean High-Water Spring	: 2,47 m LWS
Mean High Water Neaps	: 0,80 m LWS
Mean Low Water Neaps	: 1,25 m LWS
Mean Low Water Spring	: 0,33 m LWS
Chart Datum	: 0.00 m LWS

Wind

Max. Speed	: 5 – 25 knots
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Temperature

Average	: 24° - 41° C
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1.12.3 ANCHORAGE AREA

Zona For Waiting Pilot

Position	: 01°56' 03.00" LU / 101° 56' 030" BT
Draft	: 25 – 32 Meter

Zona Anchorage Area

Position	: 01° 42' 54,21" LU / 101° 29' 06,89" BT 01° 42' 08,04" LU / 101° 28' 48,18" BT 01° 42' 27,34" LU / 101° 27' 29,65" BT 01° 43' 17,11" LU / 101° 27' 49,90" BT
Draft	: 25 – 32 Meter

1.12.4 PILOTAGE AND TUGS

Pilotages compulsory Vessel calling at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai Tugs are available and are normally stationed near the Jetties.

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1.13 MINIMUM MOORING REQUIREMENTS

Minimum mooring requirements must be met in order to comply with the terminal wind limits for safe mooring and transfer of cargo.

1.13.1 SHIPS

Ship's Size				Forward			After		
				Head Lines	Breast Lines	Spring Lines	Stern Lines	Breast Lines	Spring Lines
1.	50.000	-	120.000 DWT	4	4	2	4	4	2
2.	30.000	-	50.000 DWT	4	2	2	4	2	2
3.	10.000	-	30.000 DWT	3-4	2	2	3-4	2	2
4.	1.500	-	10.000 DWT	3	2	2	3	2	2

1.13.2 BARGES

Barges with 80kb and greater capacity shall deploy a minimum of eight mooring lines. Barges with less than 80kb capacity shall deploy a minimum of six mooring lines.

1.13.3 EXCEEDING MINIMUM MOORING

Additional lines may be used at the discretion of the vessel Master or may be required depending on unfavorable weather conditions.

1.13.4 WINCHES AND LINE HANDLING

The terminal has strategically placed motorized capstans for assistance in pulling in mooring lines. Terminal personnel will handle shore side mooring operations. Where the motorized capstans are not available terminal mooring gangs will handle the hawser manually.

1.14 PILOTAGE

PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is pilotage compulsory. Tugs are available and are normally stationed near the oil jetties. Vessel calling at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai to confirm their arrival time to shipping agent on VHF Channel 09 at least 6 hours and not less than 4 hours before departure. Vessels should report to Kepanduan Dumai on VHF Channel 12.

1.15 TUG REQUIREMENTS

Towage guideline table below is intended to assist the terminal user to determine the number of tugs required for a vessel's movement within the port waters of PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai.

No	Ship's LOA (m)	Number of Tugs	Min. Total Power (HP)
1	70 - 100	1	2.000
2	100 - 250	2	6.000
3	> 250	3	11.000

The number of tugs required is determined, among other factors, by the size and ship handling characteristics of the vessel, the peculiarities of berth and its approaches, and the prevailing conditions e.g. tidal streams, weather. The pilot upon boarding may thus, in consultation with the master, cancel or order additional tugs if required.

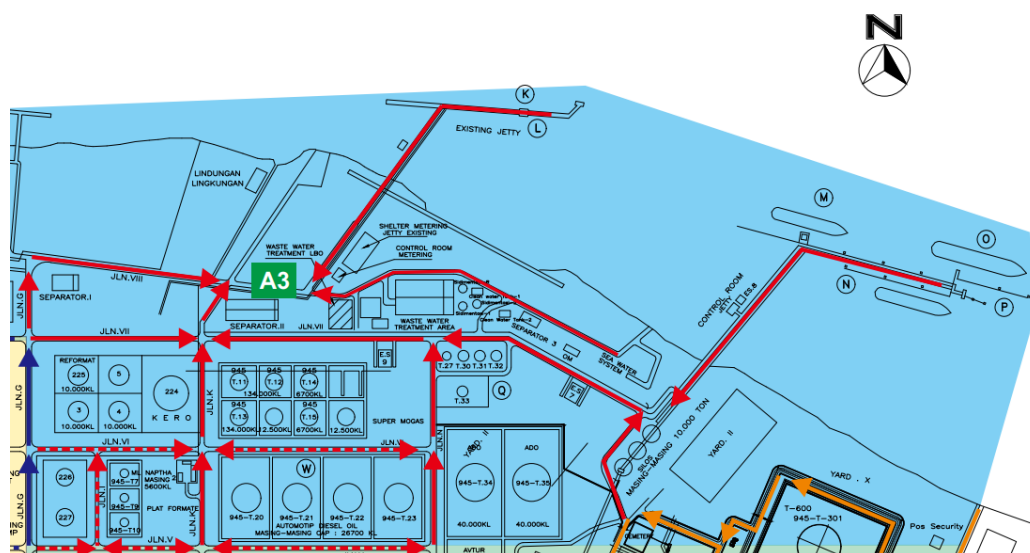
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1.16 BERTHING MANEUVERS

Vessels need to approach the dock at an approximate angle of 5 degrees or less. Velocity cannot exceed 0,3 kts. When making contact to the berth, the ship's speed should not exceed 0.19 kts.

All vessels calling on, attending to or are under contract providing support to or at any PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai will ensure that "Hand Steering" is used when approaching the terminal or facility for berthing. The use of "auto" pilot is prohibited, unless permission is given by the terminal. Nothing in this requirement shall prevent the Master from taking such action deemed necessary and prudent, in the ordinary practice of good seamanship, for the safety of the vessel or crew.

1.17 BERTH EVACUATION ROUTE



1.18 EMERGENCY CONDITION

- In emergency case, for ship safety and rescuing people from the water, Harbor Master can order all ship and boat in PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai and PT Pertamina Hulu Rokan Terminal to give first aid.
- In emergency case, ship captain can unmooring the ship with Harbor Master permit.
- In emergency case, ship captain must informed PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai and PT Pertamina Hulu Rokan Terminal operation room and pilot station at channel 09 or 12.
- In emergency case, all ship and boat in PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai and PT Pertamina Hulu Rokan Terminal must follow order from PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai and PT Pertamina Hulu Rokan Terminal Operation room.

1.19 PRE-ARRIVAL INFORMATION

Following pre-arrival information need to be communicated to Terminal :

1. ETA on daily basis, 72 hrs, 48hrs, 24 hrs, and 6hrs before arrival

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2. Validity and copy of Pertamina Safety Approval (PSA)
3. Quantity of cargo (if applicable)
4. Pre-Arrival Notification
5. IMO crew list.
6. Other important information for terminal. (details can be seen in the appendix)

The required information shall be sent to the following :

Pertamina Trans Kontinental, Marine Operation Region I email address :
marinedumairegion1@gmail.com

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SECTION II

OPERATIONAL INFORMATION

2.1 WIND LIMITS

Berthing maneuvers should normally not be conducted in winds in excess of 30 knots. Unberthing maneuvers should normally not be conducted in winds in excess of 30 knots. Once berthed, if storm winds in excess of 50 knots are forecast, Master shall make arrangements for departure in advance of storm arrival to permit safe movement. In any event, all maneuvers shall be based on mutual agreement of the Master and Harbour Pilot, subject to assessment of the effects of current and weather on the ability to conduct safe ship handling.

The PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai 's maximum safe-operating wind limit is 35 knots. Wind limit will be expressed as a sustained wind blowing for an average of 30 seconds or longer. When the wind limit is reached, cargo transfer shall stop, and all transfer equipment shall be drained and disconnected, if safe to do so. After evaluation of weather forecast, consideration should also be given to whether deploying additional mooring lines or arranging for a standby tug is warranted

Maximum wind for stop cargo operation	: 25 knot
Maximum wind for disconnect cargo hose / LA	: 30 knot
Maximum wind for unberthed	: 35 knot

2.2 ELECTRICAL STORMS

When an electrical storm is in the vicinity, all cargo discharge or loading operations will cease. All compartment hatches and loading headers will be closed. The vessel and terminal will remain in this inactive state until the electrical storm has moved out of the area.

2.3 PERSONAL PROTECTIVE EQUIPMENT (PPE)

Contractors are required to follow the Pertamina Refinery Unit II Dumai policy while on the berth. While onboard their vessel, the crew are allowed to follow their own company policies. The Pertamina Marine Region I policy requires the following:

- Safety Helmet
- Safety Shoes
- Coverall
- Safety Glasses
- Safety Gloves
- Life Vest

2.4 TERMINAL CONTACT INFORMATION

For mailing or contact information, please refer to the following:

1. PT Pertamina Port & Logistics

Marine Operation	:	port.dumai.ptk@pertamina.com (0765) 44 3034/3044
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Port Facility Security Officer : Fadhilah Hamda
(0765) 44 3030

2. PT Kilang Pertamina Internasional RU II

GM RU II Dumai : Iwan Kurniawan
Telp.

Fire Station : (0765) 44 2039/2222

3. Port Quarantine Health : Karantina Kesehatan Pelabuhan Kelas III
Dumai
Telp. 0765 38267

4. KSOP/KUPP : KSOP Kelas I Dumai; Jl. Sultan Syarif
Kasim No.09, Buluh Kasap, Kec. Dumai
Tim., Kota Dumai
Telp. (0765) 31662

5. Customs : KPPBC tipe Madya Pabean B Dumai;
Jalan Datuk Laksamana, Buluh Kasap,
Kec. Dumai Tim., Kota Dumai, Riau
Telp. 081365183808

6. Immigration : Kantor Imigrasi Kelas I TPI Dumai; Jl. Yos
Sudarso No.28814, Buluh Kasap, Kec.
Dumai Tim., Kota Dumai, Riau
Telp. 0765 31280

Maritime Police : Ditpolairud Polda Riau; Jl. Prambanan,
Simpang Empat, Kec. Pekanbaru Kota,
Kota Pekanbaru, Riau
Telp. (0761) 859977

You can go to the nearest Jetty Post to have access for internal telephone call. All correspondence regarding the management and operations of the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai should be directed to the Terminal Supervisor.

2.5 OFFICIAL LANGUAGE

The official language of the terminal is English for foreign ship and Bahasa Indonesia for Indonesian flag ships. All vessels must have personnel on duty at all times who can communicate in and understand either English or Bahasa Indonesia with the Terminal personnel.

2.6 COMMUNICATIONS

During the pre-transfer conference, a handheld UHF terminal radio set to Channel 9 will be issued to the PIC of the ship/barge. Terminal operations personnel will have similar radios monitoring the same channel. The following will be required of the vessel:

- The radio will be kept on at all times and in the possession of a person who understands and speaks either English or Bahasa Indonesia.
- If the radio fails, the secondary means of communication shall be agreed before cargo operations start (i.e telephone; other VHF Channels or sound signals)

Radio checks must be conducted every hour to ensure communications are working.

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2.7 RESPONSIBILITY OF OWNER AND MASTER

The owner and/or the operator of the vessel, as well as the Master of each vessel using the terminal facilities, is responsible for the condition of that vessel, and the Master shall be responsible for the safe and business-like conduct of personnel and operations onboard the vessel while alongside our terminal.

The terminal takes no responsibility for the condition of any vessel alongside the terminal, nor does the terminal take any responsibility for the safe conduct of operations onboard the vessel. At a minimum, all procedures used by the vessel must conform to the latest editions of the International Safety Guide of Oil Tankers and Terminals (ISGOTT) and Mooring Equipment Guidelines (MEG) as well as all applicable international, national, and regional regulations.

2.8 VESSEL COMPLIANCE AND TERMINAL SAFETY INSPECTION

All the ships and barges loading or unloading at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai must comply with all the state, the local laws, as well as the Pertamina regulations and policies.

If the vessel is boarded by Pertamina Marine Terminal Safety Inspector and does not pass inspection or is found to be unfit to transfer product, the vessel may be asked to leave the berth. This also applies to all other government agency regulations such as Customs; PSC; and Immigrations. The terminal also reserves the right to cease operations and ask the vessel to leave the berth if any safety or compliance issues are noted.

2.9 PRE-TRANSFER CONFERENCE

Before the transfer of any cargo, a conference will be conducted between the vessel PIC and the terminal PIC. The purpose of the conference is to ensure that the vessel and the terminal are fully informed and advised of the entire transfer plan and that all security and safety requirements are in place.

During the conference, the following will be discussed:

- Products and amounts to be transferred
- Cargo load/discharge plan
- Rates and pressure requirements
- Any unusual safety or security requirements
- Communications system for transfer operations and signal for emergency stop
- Quality of Inert Gas system if available
- Venting method
- Whether or not the cargo includes toxic component (e.g. H₂S, benzene, lead additives or mercaptans)
- Cargo characteristic
- Restrictions for transfer operations both shore and ship
- Ballast/deballasting
- Applicable security measures for current Security Level.

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2.10 SHIP/ShORE SAFETY CHECK LIST

A ship/shore safety check list must also be completed to meet the requirements of ISGOTT. This is to be completed in conjunction with a ship's officer by the Marine Terminal Safety Inspector on behalf of Pertamina Port & Logistics.

2.11 SAFETY LETTER TO MASTER

Dear Captain,

Responsibility for the safe conduct of operations while your ship is at this terminal rests jointly with you, as Master of the ship, and with the responsible Terminal Representative, we wish, therefore, before operations start, to seek your full cooperation and understanding on safety requirements set out in the ship/shore Safety Check list, which are based on safe practices that are widely accepted by the oil and tanker industries.

We expect you, and all under your command, to adhere strictly to these requirements throughout your ship's stay alongside this terminal and we for our part, will ensure that our personnel do likewise, and co-operate fully with you in the mutual interest of safe and efficient operations.

Before the start of operations, and from time to time thereafter, for our mutual safety, a member of the terminal staff, where appropriate together with a Responsible Officer, will make a routine inspection of your ship to ensure that elements addressed within the scope of Ship/Shore Safety Check-List are being managed in an acceptable manner. Where corrective action is needed, we will not agree to operations commencing, or, should they have been started, we will require them to be stopped.

Similarly, if you consider that safety is being endangered by any action on the part of our staff or by any equipment under our control, you should demand immediate cessation of operations.

There can be no compromise with safety

2.12 GANGWAYS AND LADDERS

Ships or Barges calling at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai should liaise with Terminal personnel on which gangway/ladder shall be used, depending on landing configuration. Gangways shall be properly rigged and landed safely onto the berth with handrails. The use of a safety net is mandatory, except for the gangway which is fixed to the shore and provided with a permanent system of handrails made of structural members.

2.13 TERMINAL SMOKING REGULATIONS

Smoking is prohibited within Refinery and Terminal property.

2.14 HEALTH AND ENVIRONMENTAL HAZARDS ASSOCIATED WITH CARGO

Vessels should have an available-on-request upon an MSDS for the cargoes being transferred. Information on any toxic substances in the cargo should be highlighted during the pre-transfer conference to enable the adoption of proper precautions, if needed, to minimize the impact on personnel.

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2.15 CARGO TRANSFER

Cargo transfer operations should comply with the ISGOTT recommendation at all times. Deviation from these requirements shall be discussed with and approved by terminal.

During the handling of volatile petroleum and the loading of non-volatile petroleum into tanks containing hydrocarbon vapour, and while ballasting after the discharge of volatile cargo, all cargo tank lids should be closed and secured. Closed Oil cargo transfer is required throughout the operations.

Cargo tank lids or coamings should be clearly marked with the number and location (port, centre or starboard) of the tank they serve.

Vessel shall refer to berth information on previous pages to see the connection used, rate of loading and discharge working pressure for each grade.

Before arriving at the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai, all equipments on the vessel to be used for mooring, cargo handling, and fire protection should be inspected and confirmed safe for use.

It is the shipping company's responsibility to contact the terminal, either directly or through an agent, should the vessel be in non-compliance with any State, or local laws, rules or regulations, or with any part of this manual. The shipping company must ensure that any conflict is resolved before the vessel's arrival at the terminal.

2.16 PERSON IN CHARGE (PIC)

Both the terminal and the vessel must have a trained, qualified, and designated PIC on duty at all times.

Terminal requires at least one senior officer from each department to stay onboard throughout the operation.

2.17 REQUIREMENTS DURING TRANSFER

PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai requires the following during the transfer:

- The vessel will have watchmen on the deck and in line of view of the transfer piping, hoses and manifold at all times.
- Moorings must be tended conscientiously and kept taut at all times.
- Gangway and nets must be attended regularly throughout the operations.
- If the vessel experiences an excessive movement away from the berth or in either direction along the berth, all cargo transfer operations shall be stopped and manifold valves shall be closed. Operations will not be resumed until the mooring situation has been corrected.
- Transfer hoses or loading arms must be checked periodically for leaks, kinking, and proper positioning with the up and down movement of the vessel.
- The waters around the vessel will be checked periodically for any evidence of spilled product.
- Cargo transfer (loading/discharging) shall be started with minimum rate or pressure possible. Ship and shore staff shall check their installation for leaks and other harmful conditions.

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- Rate/pressure of cargo transfer shall be increased gradually until maximum.

2.18 DANGEROUS CARGO SIGNAL

The vessel shall display a red warning light by night and a red "B" flag by day to advise passing traffic that the vessel has a dangerous cargo on board.

2.19 VESSEL-TO-SHORE VOLUME COMPARISONS

Vessels, either loading or unloading, will conduct periodic volume and flow rate comparisons with the terminal. Frequency and timing of these comparisons will be discussed and agreed upon during the pre-transfer conference. If there is a difference greater than 10%, the transfer will be stopped until the difference is reconciled.

2.20 TANK CLEANING/TANK ENTRY

Tank cleaning is not allowed at any time the vessel is alongside the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. Any tank entry must be pre-approved by the terminal.

2.21 SHIP READINESS

In case of emergency, the ship must be able to move under its own power at short notice. Any repairs or others that require immobilization are not permitted while alongside the berth.

2.22 DECK WATCH

The operation should be under constant control. All vessel crews are to present on board during cargo operation at jetties. In addition, sufficient officer/ Crew should be retained on board to cope with any emergency. All personnel should be competence and qualified for the danger of the product handled. The handling of cargo must be supervised by a responsible ship's Officer.

2.23 ACCUMULATION OF GOODS

N/A.

2.24 TRANSPORTATION

N/A.

2.25 HOSPITAL/CLINIC

Clinic Kilang Pertamina Internasional Unit II Dumai (Poli Kilang Pertamina RU II)
(0765) 44 3100 / 3156

2.26 SHIP CANDLER

N/A.

2.27 SCUPPERS, DRIPS TRAYS, UNUSED CONNECTIONS AND OVERBOARD DISCHARGE VALVE

All deck scuppers should be effectively plugged. Accumulation of water should be drained off periodically. Where LPG is being handled, the scupper may be kept open, if fire main pressure available in the vicinity of the manifold. The ship should be provided with fixed drip trays.

On unused cargo and bunker connections, blank flanges should be fully bolted. Sea and

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overboard discharge valve when hydraulic valve, some means of notable indication be used to ensure that the valves remained closed.

2.28 TANK HATCHES

Tank hatch must remain shut except when required for tank entry or gas freeing at anchorage area. When tank entry is permitted, the condition stipulated in the agreed tank entry permit will be strictly supervised and the ship/shore manifold hose/arm must not be connected. Ullaging and sampling points may be fitted with suitable flame arrester.

2.29 TANK VENTING

Pressure/vacuum relief valve setting, and associated vent system should be checked before operations. During cargo operations, the pressure/ relieve valve or other approved venting system must be set in the operational mode as specified in the manufacture manual. Ships carrying low flash cargo (lash point less than 60°C closed cup method) and all vessels fitted with closed ullaging, and an-approved venting system are to practice close loading/ discharging unless otherwise agreed.

Ship using inert gas must ensure that follow their inert gas manual. If any part of the inert gas system should become defective, then cargo operations must be stopped immediately.

2.30 CATHODIC PROTECTION

As the pier and jetties are equipped with cathodic protection, large currents can flow in electrically conducting path between ship and shore, for example mooring wires or loading arms. These connections should be insulated to avoid exhausting the pier cathodic protection system by adding a load of the ship's hull. Otherwise, the pier would lose its corrosion resistance. Moreover, there is a very real danger of an incendive arc when the ensuing large current is suddenly interrupted during the connecting or disconnecting of the wire on the bitts or the loading arm at the manifold. To block the current through the loading arm, an insulating flange is inserted within the length of the loading arms/hose, and fibre tails must be connected to the end of the wires. Ships to shore bonding cables are, therefore, not required.

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SECTION III

SAFETY AND SECURITY INFORMATION

3.1 EMERGENCY DEPARTURE

During an emergency situation at the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai, a vessel may be required to leave the berth on short notice. Masters will ensure that the vessel is ready at all times to sail on short notice after cargo hoses are disconnected. Immobilization of vessel during berthing PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is strictly prohibited.

3.2 FIRE AND SAFETY

3.2.1 EMERGENCY EQUIPMENT

Vessels must maintain all emergency equipment. The equipment must be inspected and maintained in a safe, ready-to-use condition at all times. All ship's crew must be trained in the use of this equipment. The terminal is equipped with oil response equipment and team to deal with pollution.

3.2.2 TERMINAL FIRE SYSTEM

The fire and evacuation alarm signal in case of fire within area of Refinery including tanker berths consists of a loud, prolonged siren 3 minutes. Firefighting at the Pertamina Terminal is done by the Pertamina Refinery Unit II Fire Brigade.

There are fire extinguishers located at the berths. These include wheeled units as well as handled extinguishers.

There are fire water and foam hydrants along the jetty trestle.

3.2.3 FIRE AND SMOKING SAFETY NOTICES

Warning notices are to be posted on the vessel for the following:

- Visitor restrictions
- No Mobile phone and other electronic
- No open lights, matches, or lighters
- Smoking restriction and designated areas

3.3 EMERGENCY STOP

An emergency is considered to have arisen when any of the following occur:

- Oil is released on the deck when berthing.
 - Oil is released into the water.
 - Failure of means of communications; primary and secondary.
 - Fire occurs on the vessel, berth, or anywhere in the jetties area.
 - Any other major incident that seriously affects safety of the vessel or the jetties.
- As soon as an emergency situation is declared over the radio or continuous prolonged whistle/general alarm sound where each blast shall not be less than 60 seconds, the vessel shall immediately cease all transfer operations, secure the deck, and stand by to drain and disconnect all hoses. Resumption of the transfer will begin only with the agreement between vessel and jetties.

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3.4 TERMINAL SECURITY

Access to PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is strictly limited to PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai personnel, vessel crews, pre-approved maintenance or store contractors, government agencies, ship's agents, and cargo inspectors. Any other visitors must be first approved by Security Section of Pertamina Refinery Unit II Dumai. Listed below are the requirements for entrance to the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai.

1. Contactor list and visitor list must be faxed to terminal 24 hrs before arrival of the vessel.
2. Contactors and visitors must have picture ID.
3. Visitors must be willing to submit to a search of their vehicles by security personnel before entry to the Refinery areas.
4. All PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai rules and regulations concerning safety must be adhered to by personnel entering the marine dock area.
5. Security procedures for PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai at the varying Security Levels are in PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai Plan. If the Security Level is raised from 1 to a higher level, the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai Facility Security Officer will notify all customers doing business at the terminal of the increased level and any additional security procedures. The current Security Level will be displayed on the jetties.

Unless specifically informed by PFSO terminal is operating security level 1.

3.5 VESSEL/FACILITY SECURITY INTERFACE

After the arrival and berthing of the vessel, security procedures required will be discussed before any other action is taken. The discussion will include the current Security Level Declaration of Security, and any other security measures deemed necessary by the vessel or terminal.

3.6 TAKING PHOTOGRAPHS

Prohibited to take terminal photographs by the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai.

3.7 WEATHER FORECASTS

Vessels should maintain a weather watch and monitor forecasts. Any weather alerts received by the terminal will be passed on to the vessel.

3.8 ELECTRICAL EQUIPMENT

Any electrical equipment powered by generators, fixed power sources, or batteries that are not classified as intrinsically safe are not allowed to be used while at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. This includes radios, pagers, cell phones, portable lighting, or any other equipment that is electrical but not approved for use in hazardous areas.

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3.9 SHORE LEAVE

Shore leave is permitted at PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai with following restriction:

- Passing through refinery area is prohibited. Terminal provides shuttle bus for shore leave crew from jetty to front gate by request of agent.
- Shore leave crew should at least wear long sleeve shirt, safety helmet and safety shoes.
- Obey all safety rules and signs within refinery areas.
- Do not smoke within refinery areas and offices.
- Do not touch the refinery operational equipment.
- Switch off hand phone and other electronic devices.
- Report all incidents to the nearest refinery office or staff.
- No photograph
- No firearms, cold steels, matches, lighters and other destructive weapon.
- Do not incite fighting and no horseplay.
- No drugs, narcotics, alcohol and other intoxicated substances.
- In case of emergency, please muster to the Assembly Point which is marked with initial "A". The Assembly Points are located at premises of Operation & Manufacturing office, HSE Office and Batu Port.
- Emergency Signal within the refinery is prolonged siren frequency 4 x 30 seconds.

Vessel shall maintain at all times sufficient crew not less than 50% of ship's complement onboard to deal with emergency.

3.10 ISPS CODE

- That the security system and associated security equipment of the ship has been verified in accordance with section 19.1 of part A of the ISPS Code.
- That the verification showed that the security system and any associated security equipment of the ship is in all respect satisfactory and that the ship complies with the applicable requirements of chapter XI-2 of the convention and part A of the ISPS Code.

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SECTION IV

ENVIRONMENTAL INFORMATION

4.1 GENERAL POLICY

1. The release of oil or oil-containing mixtures into the sea is strictly forbidden.
2. No discharge into the sea shall contain chemicals or other substances, which are hazardous to the marine environment. This specifically includes oil dispersants and allied chemicals.
3. Dumping of domestic waste or any hazardous materials into the sea is strictly prohibited.
4. No gas freeing or tank washing shall be carried out at berth/port
5. No dirty ballast to be discharged.

4.2 PRODUCT CONTAINMENT

4.2.1 JETTY

PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai has a cement containment area encompassing the manifold platform and containment trays at the receipt headers.

4.2.2 VESSEL

Vessels must plug all scuppers and drains before transfer to prevent any drippings or spills from draining to the river. Vessels must have sufficient means of draining, pumping, or cleaning up any oil on the deck.

4.3 POLLUTION RESPONSE

In accordance with federal and state-mandated oil spill response measures, the terminal is equipped with containment boom and other spill response equipment, which can be readily deployed in the case of an oil spill. Response vessels, as required, will be provided by Terminal.

Any vessel moored at the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai is required to have and maintain all pollution control equipment for use in case of an oil spill.

4.3.1 POLLUTION REPORTING PROCEDURES

In the event of any oil spill into the water, vessels must inform PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. If a spill is from the vessel, terminal personnel will assist with notifications and response.

Important: In the event of an incident—spills to deck or water, groundings, collisions, allusions, fires, explosions, loss of propulsion or steering, fatalities or serious injuries (emergency evacuations from the vessel or man overboard), or any incident that results (or may result) in media coverage—immediately call the Terminal Supervisor in channel 09.

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Upon calling the Terminal Supervisor, you will be asked some basic questions about the vessel and nature of the incident. You will be required to provide a contact name and number for further detail. A written summary of the incident and a summary of the investigation report, including corrective action(s) planned, shall be submitted within 30 days of the event directly to PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai.

4.3.2 ACTION TAKEN IN THE EVENT OF OIL SPILL

- The following actions will be taken in the event of a spill.
- Shut down all transfer operations.
- Notify terminal/vessel/agent personnel immediately.
- Start management, response, and agency notifications.
- Initiate a site safety plan.
- Start documentation of actions taken.
- Obtain PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai approval before restarting the transfer.

4.4 GARBAGE RECEPTION

There are no Garbage reception facilities within PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai.

4.5 RECEPTION FACILITY

N/A

4.6 BALLASTING DAN DEBALLASTING

Deballasting from outside of Indonesian seas is prohibited. Only clean ballast is allowable.

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SECTION V

MISCELLANEOUS INFORMATION AND REQUIREMENTS

5.1 DRUGS, ALCOHOL, AND FIREARMS POLICY

No alcohol or illegal drugs are allowed to enter the terminal. Crew members under the influence of drugs or alcohol will be detained at the berth office and their company notified. Reasonable cause for detaining crew members is speech, manner, behavior, and/or general appearance that may indicate that an individual is under the influence of drugs or alcohol. If a crew member is detained for reasonable cause, the shipping company must have the person tested for drugs and alcohol and cleared before entry to the terminal will be granted.

Firearms of any kind are not allowed on refineries and terminal's property, except for those carried by authorized law enforcement officers.

Vessels and barge companies doing business at the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai must have an alcohol and drug policy that meets or exceeds the standard as described in "The Oil Companies International Marine Forum Guidelines for the Control of Drugs and Alcohol on board Vessels" (OCIMF Guidelines)

5.2 REPAIR WORK PERMISSION

Repairs that involve hot work are not allowed at any time the vessel is alongside the PT Kilang Pertamina Internasional TUKS Refinery Unit II Dumai. Any repairs or maintenance not requiring hot work must be pre-approved by the terminal. A list of any additional personnel and parts required to complete the repairs must be supplied to the terminal before their arrival.

5.3 LOADING PROVISIONS AND STORES

Prohibited for loading provisions and stores alongside the jetty. Loading provisions and stores are available at anchorage area.

5.4 OTHER CRAFT ALONGSIDE

No craft is authorized to berthing or remain alongside a vessel while handling hazardous cargo without permission from the terminal. The operator of the craft must be fully aware of all safety rules and regulations applying to the vessel/terminal and must comply.

5.5 BUNKERING/FUELING

Berth DP 1, 3, 5, and 6 are equipped with bunker facilities. Please contact your agent for bunkering.

5.6 FRESH WATER

N/A