

LEMBAR PERSETUJUAN

PROSES SURAT/DOKUMEN DARI KONSEPTOR DAN PEJABAT YANG TERKAIT

Perihal : **Permohonan Sirkuler Paraf untuk Port Information Booklet di Lingkungan PT Kilang Pertamina Internasional Terminal untuk Kepentingan Sendiri RU V Balikpapan**

Dokumen / surat terlampir telah diperiksa dan diteliti secara hierarki serta di paraf oleh para pejabat terkait yang bertanggung jawab, untuk ditandatangani oleh pejabat yang berwenang.

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2	Manager Production RU V Balikpapan Bimada Gurit Paramita	10/02/25	12/02/25		
3	Manager Maintenance Planning & Support RU V Balikpapan Abdulloh	19/2/25	20.02.25		
4	Manager HSSE RU V Binsar Butar-Butar	18/02/25	18/02/25		
5	Port Manager Balikpapan Mukhammad Jamil	04/03/25	05/03/25		

Catatan:

Lembar penerus ini merupakan satu kesatuan yang tidak terpisahkan dengan dokumen/ surat yang ditandatangani oleh pejabat yang berwenang.

Terminal Safety Information Booklet



PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
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PT KILANG PERTAMINA INTERNASIONAL
TERMINAL UNTUK KEPENTINGAN SENDIRI (TUKS)
REFINERY UNIT V BALIKPAPAN
Jl. Yos Sudarso I Desa/Kelurahan Karang Rejo, Kec.
Balikpapan Tengah, Kota Balikpapan, Provinsi
Kalimantan Timur 76111
Phone Number +62 542 51 5650 / +62 542 51 5600

PT KILANG PERTAMINA INTERNASIONAL RU V BALIKPAPAN
TERMINAL INFORMATION ON FACILITY, SAFETY, SECURITY AND
POLLUTION PREVENTION REGULATION

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PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

PREFACE.....	6
SECTION I TERMINAL INFORMATION.....	7
1.1 POSITION	7
1.2 JETTY DESCRIPTION	7
1.3 ANCHOR REFERENCE	7
1.4 SEA MAP.....	7
1.5 CITRA SATELITE	8
1.6 LOCAL TIME ZONE.....	8
1.7 SEABED TYPE.....	8
1.8 NAVIGATION HAZARDS.....	8
1.9 MARINE NAVIGATION AIDS.....	8
1.10 JETTY DATA.....	8
1.10.1 DERMAGA 1 (JETTY I).....	8
1.10.2 DERMAGA 2 (JETTY II).....	10
1.10.3 DERMAGA 3 (JETTY III).....	11
1.10.4 DERMAGA 4 (JETTY IV)	13
1.10.5 DERMAGA 5 (JETTY V)	15
1.10.6 DERMAGA 6 (JETTY VB).....	16
1.10.7 DERMAGA 7 (JETTY VC).....	17
1.10.8 DERMAGA 8 (JETTY VA SOUTH).....	18
1.10.9 DERMAGA 9 (JETTY VA NORTH)	19
1.10.10 DERMAGA 10 (JETTY VIA)	20
1.10.11 DERMAGA 11 (JETTY SULFUR/JETTY CARGO)	21
1.10.12 DERMAGA 12 (JETTY VII).....	21
1.10.13 DERMAGA 13 (JETTY VIIA)	22
1.11 SPM DATA.....	22
1.11.1 SPM 150.000 DWT	22
1.11.2 SPM 320.000 DWT	23
1.12 SHIP TO SHIP INFORMATION	23
1.13 CONTROLLING UKC (Under Keel Clearance)	23
1.14 SHIP TRANSIT THROUGH BALIKPAPAN BAY	24
1.14.1 APPROACH AND ENTRY	24
1.14.2 WEATHER AND CLIMATE	24
1.14.3 ANCHORAGE AREA	24
1.14.4 NAUTICAL CHART	25
1.14.5 PILOTAGE AND TUGS.....	25

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

1.15	MINIMUM MOORING REQUIREMENTS.....	25
1.15.1	SHIPS.....	25
1.15.2	BARGES.....	25
1.15.3	EXCEEDING MINIMUM MOORING.....	25
1.15.4	WINCHES AND LINE HANDLING	26
1.16	PILOTAGE	26
1.17	TUG REQUIREMENTS	26
1.18	BERTHING MANEUVERS	26
1.19	BERTH EVACUATION ROUTE.....	26
1.20	EMERGENCY CONDITION	27
1.21	PRE-ARRIVAL INFORMATION.....	28
SECTION II	OPERATIONAL INFORMATION	29
2.1	WIND LIMITS.....	29
2.2	ELECTRICAL STORMS	29
2.3	PERSONAL PROTECTIVE EQUIPMENT (PPE)	29
2.4	TERMINAL CONTACT INFORMATION.....	29
2.5	OFFICIAL LANGUAGE.....	30
2.6	COMMUNICATIONS	30
2.7	RESPONSIBILITY OF OWNER AND MASTER.....	30
2.8	VESSEL COMPLIANCE AND TERMINAL SAFETY INSPECTION.....	30
2.9	PRE-TRANSFER CONFERENCE	31
2.10	SHIP/SHORE SAFETY CHECK LIST.....	31
2.11	SAFETY LETTER TO MASTER	31
2.12	GANGWAYS AND LADDERS	32
2.13	TERMINAL SMOKING REGULATIONS	32
2.14	HEALTH AND ENVIROMENTAL HAZARDS ASSOCIATED WITH CARGO	32
2.15	CARGO TRANSFER	32
2.16	PERSON IN CHARGE (PIC)	32
2.17	REQUIREMENTS DURING TRANSFER.....	33
2.18	DANGEROUS CARGO SIGNAL	33
2.19	VESSEL-TO-SHORE VOLUME COMPARISONS	33
2.20	TANK CLEANING/TANK ENTRY	33
2.21	SHIP READINESS	33
2.22	DECK WATCH	33
2.23	ACCUMULATION OF GOODS – N/A.....	34
2.24	TRANSPORTATION	34
2.25	HOSPITAL/CLINIC	34
2.26	SHIP CANDLER.....	34

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

2.27 SCUPPERS, DRIPS TRAYS, UNUSED CONNECTIONS AND OVERBOARD DISCHARGE VALVE	34
2.28 TANK HATCHES.....	34
2.29 TANK VENTING	34
2.30 CATHODIC PROTECTION	35
SECTION III SAFETY AND SECURITY INFORMATION.....	36
3.1 EMERGENCY DEPARTURE	36
3.2 FIRE AND SAFETY	36
3.2.1 EMERGENCY EQUIPMENT	36
3.2.2 TERMINAL FIRE SYSTEM.....	36
3.2.3 FIRE AND SMOKING SAFETY NOTICES.....	36
3.3 EMERGENCY STOP	36
3.4 TERMINAL SECURITY.....	37
3.5 VESSEL/FACILITY SECURITY INTERFACE	37
3.6 TAKING PHOTOGRAPHS.....	37
3.7 WEAHER FORECASTS	37
3.8 ELECTRICAL EQUIPMENT.....	37
3.9 SHORE LEAVE	37
3.10 ISPS CODE.....	38
3.11 EMERGENCY TOWING WIRE.....	38
SECTION IV ENVIRONMENTAL INFORMATION.....	39
4.1 GENERAL POLICY.....	39
4.2 PRODUCT CONTAINMENT	39
4.2.1 JETTY	39
4.2.2 VESSEL	39
4.3 POLLUTION RESPONSE.....	39
4.3.1 POLLUTION REPORTING PROCEDURES	39
4.3.2 ACTION TAKEN IN THE EVENT OF OIL SPILL.....	40
4.4 GARBAGE RECEPTION	40
4.5 RECEPTION FACILITY	40
4.6 BALLASTING DAN DEBALLASTING	40
SECTION V MISCELLANEOUS INFORMATION AND REQUIREMENTS	41
5.1 DRUGS, ALCOHOL, AND FIREARMS POLICY	41
5.2 REPAIR WORK PERMISSION	41
5.3 LOADING PROVISIONS AND STORES.....	41
5.4 OTHER CRAFT ALONGSIDE.....	41
5.5 BUNKERING/FUELING	41

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

5.6 FRESH WATER.....	42
APPENDIX	43
REVISION LOG.....	43
TABEL SBNP	43

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

PREFACE

This booklet is addressed to the Masters, owners, operators, and agent of vessels that call at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan. This booklet contains information that is applicable to the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan 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.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

SECTION I

TERMINAL INFORMATION

1.1 POSITION

Name : PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan
 Owner : PT Kilang Pertamina Internasional
 Operator : PT Pertamina Port & Logistics – Port Balikpapan
 Address : Jl. Yos Sudarso No. 1 Balikpapan
 Town : Balikpapan
 State : East Kalimantan
 Zip : 76111
 Phone : +62 542 51 5650/ +62 542 51 5600

1.2 JETTY DESCRIPTION

PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan is a private terminal owned by PT Kilang Pertamina Internasional and operated by Pertamina Port & Logistics – Port Balikpapan. The PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan, has thirteen (13) jetties, one (1) STS and two (2) SPMs which are capable of loading, unloading, and bunkering ships or barges. The jetty are built as deck on pile structure and located along the Balikpapan bay shoreline. Each berth is fully operated for 24 hours.

The distance between each ship berthing at jetties shall be minimum 10% of the ship LOA, refers to *Keputusan Kepala KSOP Kelas I Balikpapan No. UM.002/16/18/KSOP.BPN-2020 Petunjuk Teknis Tata Cara Pemanduan dan Keselamatan Kapal Melintasi Fasilitas Migas di Perairan Wajib Pandu Pelabuhan Balikpapan* article 13 section 3 which state **“Dalam mengalokasi dermaga untuk kapal sandar, jarak antara kapal dengan kapal lainnya sekurang – kurangnya 10% dari panjang kapal (LOA) yang akan sandar”**.

1.3 ANCHOR REFERENCE

Reference: *Keputusan Kepala KSOP Kelas I --- No. UM.002/16/18/KSOP.BPN-2020 Petunjuk Teknis Tata Cara Pemanduan dan Keselamatan Kapal Melintasi Fasilitas Migas di Perairan Wajib Pandu Pelabuhan ---*

1.4 SEA MAP

PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan map location can be seen in Indonesian Coastal Map the Channel and Balikpapan Port Map Makassar Strait, Kalimantan – Southeast Coast peta laut Indonesia No 130, 157 dan Inggris BA No. 2637, 3014, 3031, 2626.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

1.5 CITRA SATELITE



note

1.6 LOCAL TIME ZONE

UTC + 8 Hour

1.7 SEABED TYPE

The ocean basin is consisted of sand/clay.

1.8 NAVIGATION HAZARDS

Navigation Hazards at Balikpapan channel has Aground, channel crossing, sea mine, and many fisher at Balikpapan bay.

1.9 MARINE NAVIGATION AIDS

Pertamina Port & Logistics – Port Balikpapan as operator at Kilang Pertamina Internasional – Refinery Unit V Balikpapan have 19 buoy and 7 navigation leading from outer bar until Jetty Kilang Pertamina Internasional – Refinery Unit V Balikpapan.

1.10 JETTY DATA¹

1.10.1 DERMAGA 1 (JETTY I)

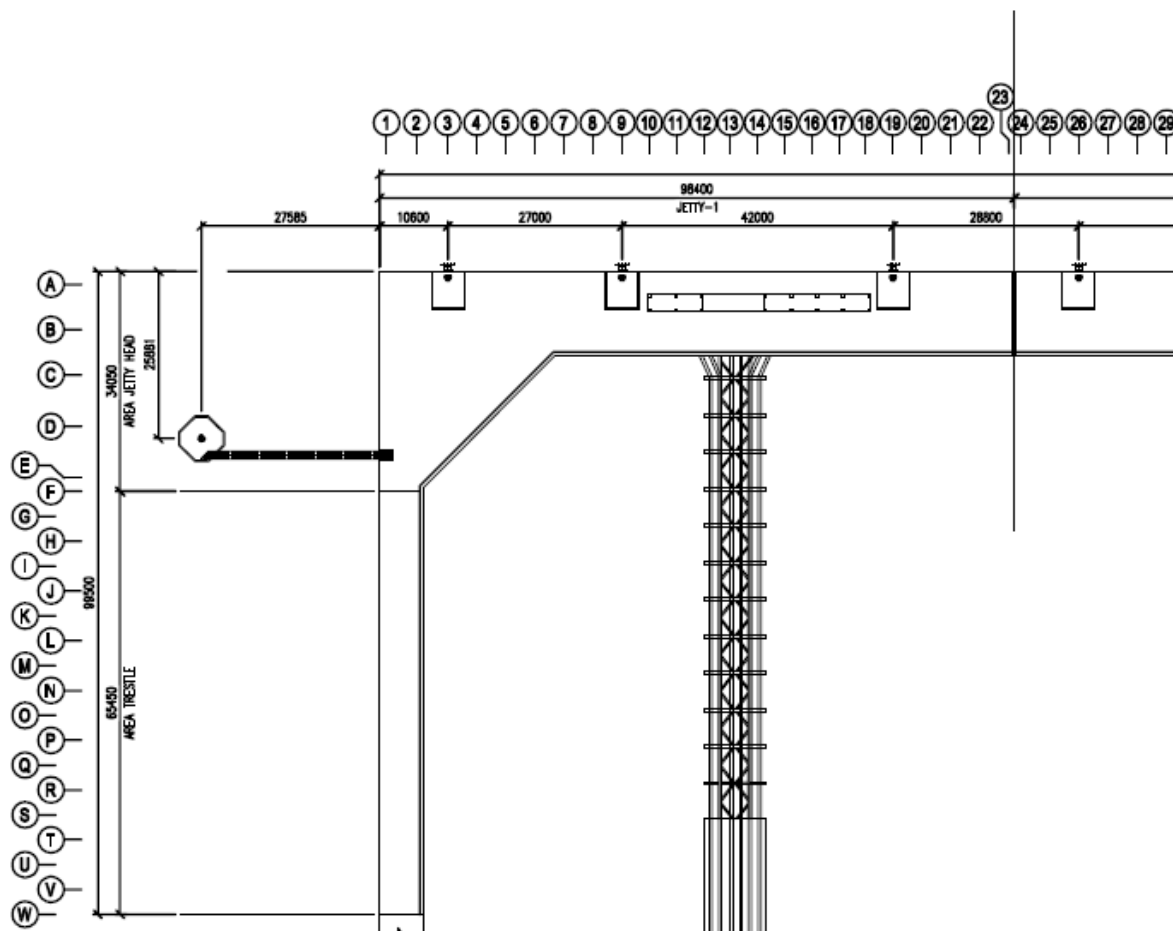
Type	: Dolphin – Sea WaterDraft
Depth Alongside Berth	: 11.5 meter*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 185 meters
Minimum Parallel Body Length	: 50 meters
Max Height of Manifold from Water Line	: Max. 13 meters

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

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Geographic Position : 01°16'8.44"S /116°48'30.50"E
 Jetty Head Elevation : About 4200 mm
 Distance Between Bollard : 42 m
 Jetty Head Length : 150 m
 Jetty Head Width : 15 m
 Trestle Length : 105 m
 Picture & Mooring Arrangement :

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



Layout Jetty I

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

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	AVTUR	Hose 6" / MLA 10"	500	500	7 Kg/Cm ²
2	KERO		750	1000	7 Kg/Cm ²
3	CRUDE OIL	Hose 6" / MLA 10"	-	1500	7 Kg/Cm ²
4	IFO		750	1000	7 Kg/Cm ²
5	ADO	Hose 6"	750	750	7 Kg/Cm ²
6	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
7	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
8	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
9	LPG	Hose 8"	-	85 MT	9,5 Kg/Cm ²
10	Slop/Oily Water	Hose 3"	-	150	5 Kg/Cm ²

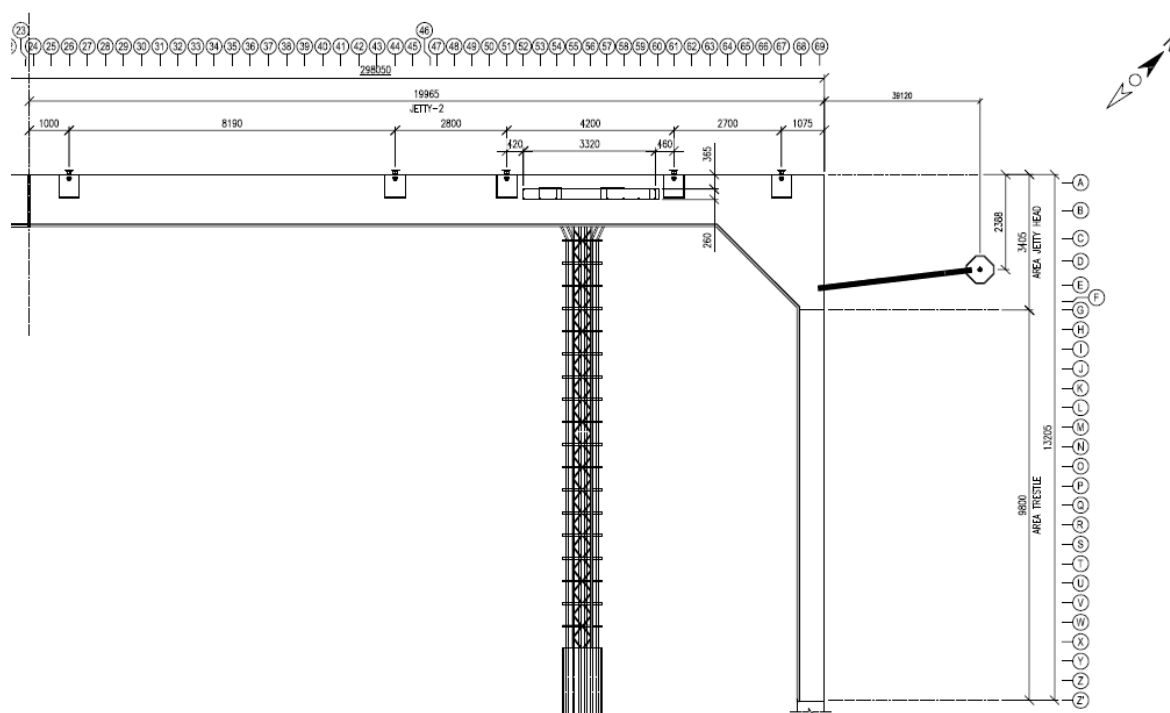
Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

1.10.2 DERMAGA 2 (JETTY II)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 10.3 meters*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 185 meters
Minimum Parallel Body Length	: 50 meters
Max Height of Manifold from Water Line	: Max. 13 meters
Geographic Position	: 01°16'3.72"S / 116°48'34.94"
Jetty Head Elevation	: About 4200 mm
Distance Between Bollard	: 42 m
Jetty Head Length	: 150 m
Jetty Head Width	: 15 m
Trestle Length	: 105 m
Picture & Mooring Arrangement	:

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-



AREA JETTY - 2

Layout Jetty II

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	AVTUR	Hose 6" / MLA 10"	500	500	7 Kg/Cm ²
2	KERO		750	1000	7 Kg/Cm ²
3	NAPHTHA	MLA 10"	1500	1000	7 Kg/Cm ²
4	ADO	MLA 8"	1000	1000	7 Kg/Cm ²
5	PERTALITE	MLA 10"	1000	1000	7 Kg/Cm ²
6	PERTAMAX	MLA 10"	1000	1000	7 Kg/Cm ²
7	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
8	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
9	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²

Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

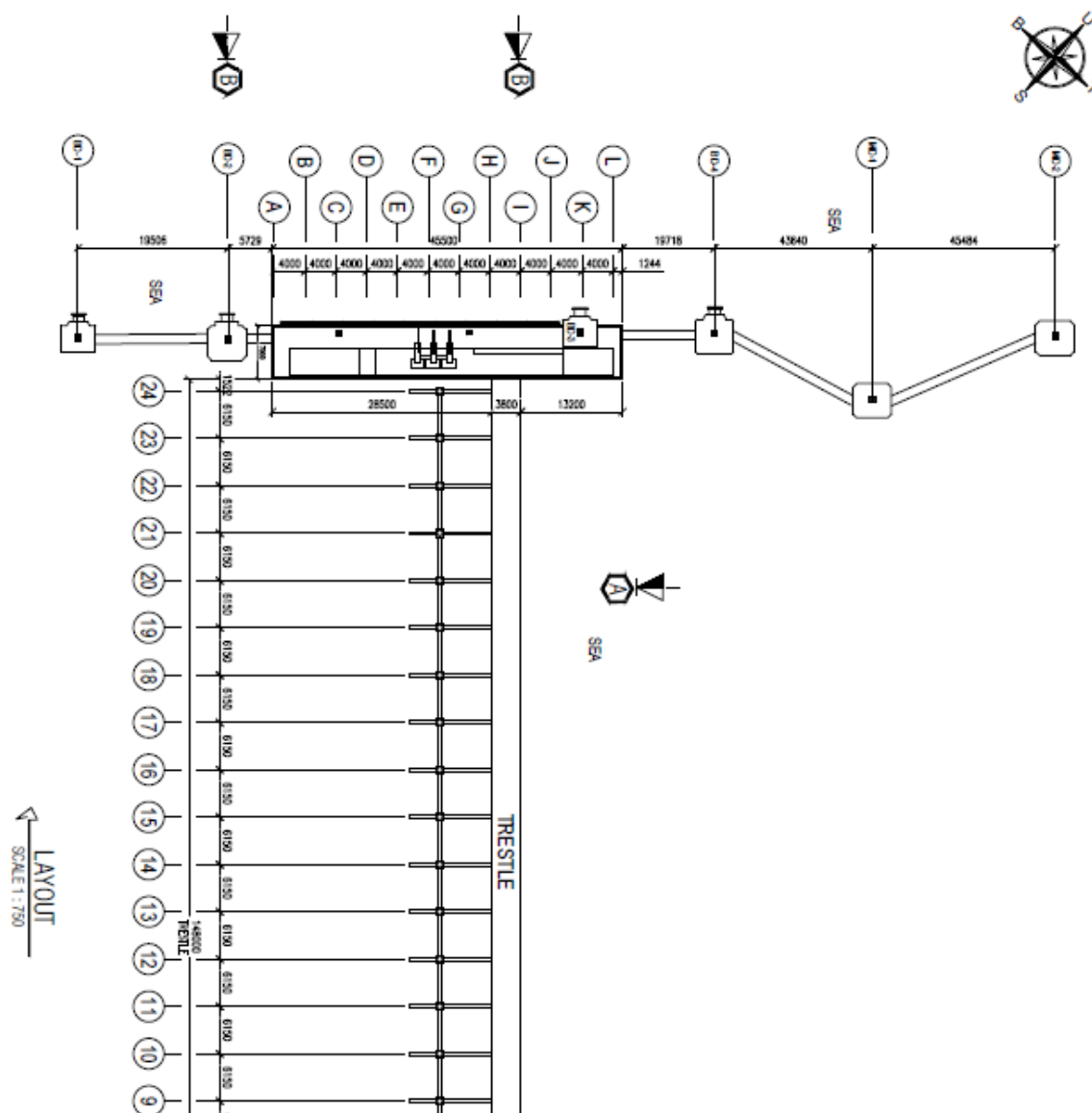
1.10.3 DERMAGA 3 (JETTY III)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 8.3 meters*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 185 meters
Minimum Parallel Body Length	: 50 meters
Max Height of Manifold from Water Line	: Max. 13 meters

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Geographic Position : 01°16'0.82"S/116°48'39.05"E
 Jetty Head Elevation : About 4000 mm
 Distance Between Bollard : 47 m
 Jetty Head Length : 45 m
 Jetty Head Width : 8 m
 Trestle Length : 133 m
 Picture & Mooring Arrangement :

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



Layout Jetty III

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	AVTUR	MLA 8"	500	500	7 Kg/Cm ²

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

2	ADO	MLA 8" / Hose 6"	1000	1000	7 Kg/Cm ²
3	KERO	MLA 8"	1000	1000	7 Kg/Cm ²
4	NAPTHA	MLA 8"	1500	1000	7 Kg/Cm ²
5	LPG	MLA 6"	-	85 MT	9,5 Kg/Cm ²
6	PERTALITE	MLA 8"	1000	1000	7 Kg/Cm ²
7	PERTAMAX	MLA 8"	1000	1000	7 Kg/Cm ²
8	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
9	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
10	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
11	Slop/Oily Water	Hose 3"	-	150	5 Kg/Cm ²

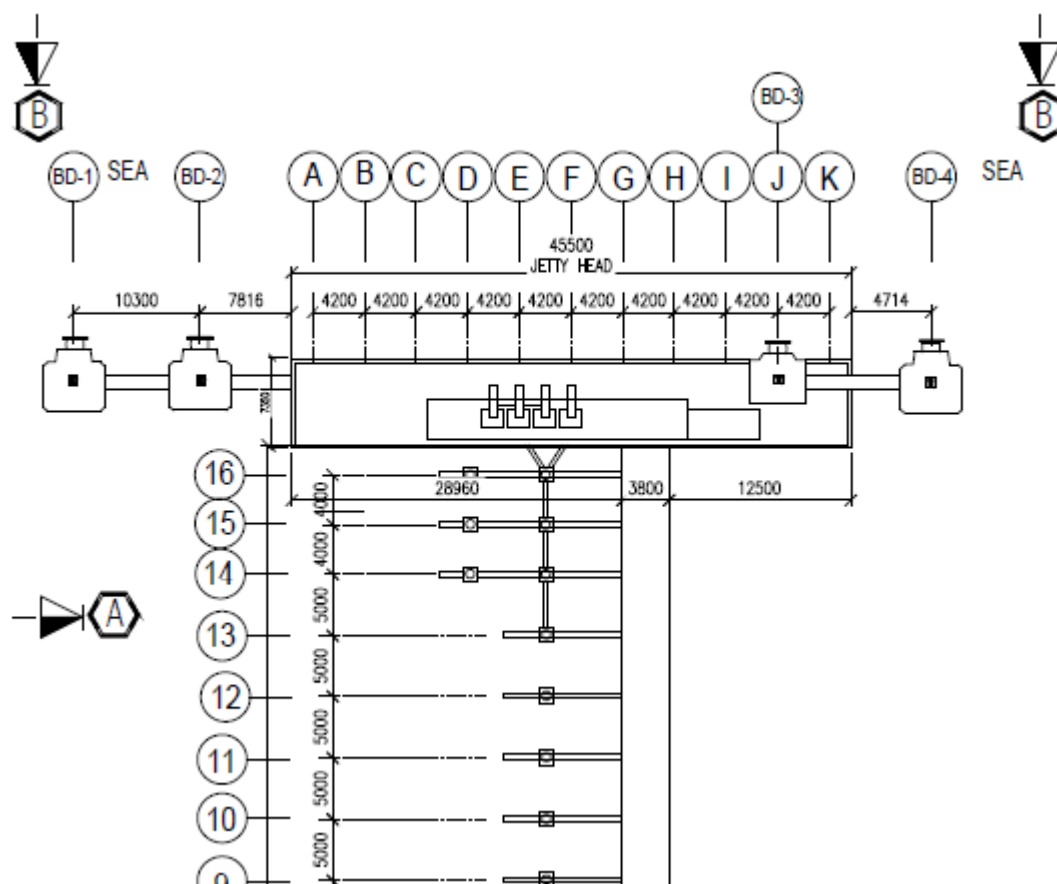
Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

1.10.4 DERMAGA 4 (JETTY IV)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 8.5 meters*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 185 meters
Minimum Parallel Body Length	: 49 meters
Max Height of Manifold from Water Line	: Max. 13 meters
Geographic Position	: 01°15'54.47"S/116°48'42.64"E
Jetty Head Elevation	: About 4000 mm
Distance Between Bollard	: 49 meters
Jetty Head Length	: 45 m
Jetty Head Width	: 7.2 m
Trestle Length	: 78,5 m
Picture & Mooring Arrangement	:

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-



Layout Jetty IV

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

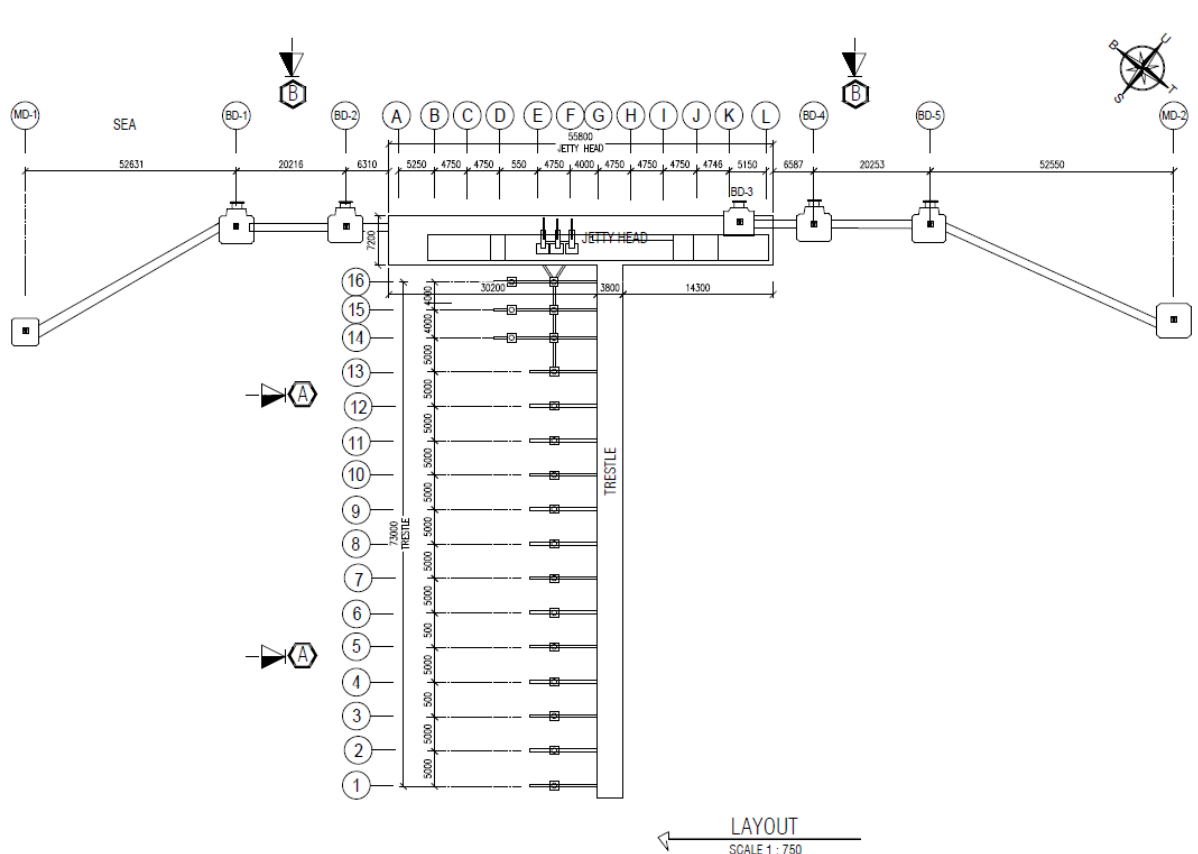
No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	AVTUR	MLA 8"	500	500	7 Kg/Cm ²
2	ADO	MLA 10" / Hose 6"	1000	1000	7 Kg/Cm ²
3	KERO	MLA 8"	1000	1000	7 Kg/Cm ²
4	LSWR	MLA 10"	1000	1300	7 Kg/Cm ²
5	CRUDE OIL	MLA 10"	-	1300	7 Kg/Cm ²
6	NAPTHA	MLA 8"	1300	1000	7 Kg/Cm ²
7	HOMC	MLA 8"	-	1300	7 Kg/Cm ²
8	PERTALITE	MLA 8"	1000	1000	7 Kg/Cm ²
9	PERTAMAX	MLA 8"	1000	1000	7 Kg/Cm ²
10	HVGO	MLA 10"	1000	1000	7 Kg/Cm ²
11	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
12	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
13	MFO-LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
14	Slop/Oily Water	Hose 3"	-	150	5 Kg/Cm ²

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

1.10.5 DERMAGA 5 (JETTY V)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 9.3 meters*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 185 meters
Minimum Parallel Body Length	: 50 meters
Max Height of Manifold from Water Line	: Max. 13 meters
Geographic Position	: 01°15'48.68"S/116°48'44.52"E
Jetty Head Elevation	: About 4000 mm
Distance Between Bollard	: 57 m
Jetty Head Length	: 47.5 m
Jetty Head Width	: 7.5 m
Trestle Length	: 70 m
Picture & Mooring Arrangement	:

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



Layout Jetty V

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

No	roduct	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	AVTUR	MLA 8"	500	500	7 Kg/Cm ²
2	ADO	MLA 10" / Hose 6"	1000	1000	7 Kg/Cm ²
3	KERO	MLA 8"	1000	1000	7 Kg/Cm ²

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

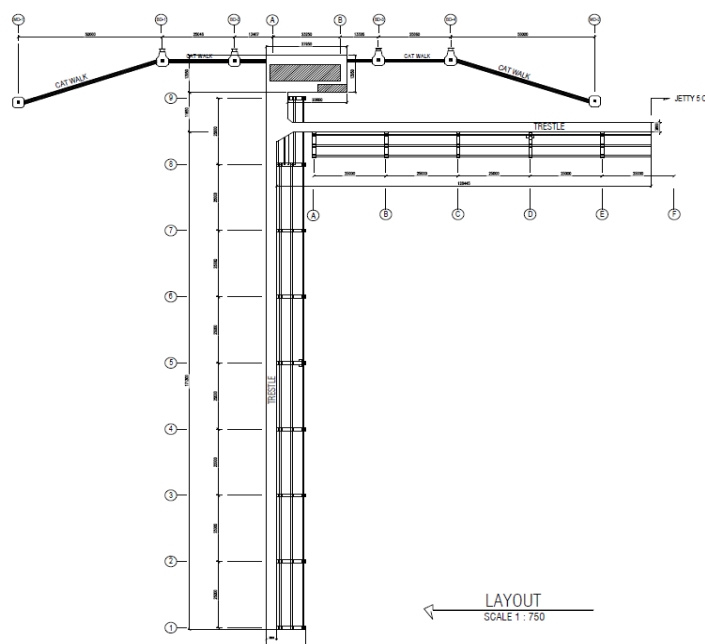
4	LSWR	MLA 10"	1000	1300	7 Kg/Cm ²
5	CRUDE OIL	MLA 10"	-	1300	7 Kg/Cm ²
6	NAPTHA	MLA 8"	1500	1000	7 Kg/Cm ²
7	HOMC	MLA 8"	-	1000	7 Kg/Cm ²
8	PERTALITE	MLA 8"	1000	1000	7 Kg/Cm ²
9	PERTAMAX	MLA 8"	1000	1000	7 Kg/Cm ²
9	HVGO	MLA 10"	500	500	7 Kg/Cm ²
10	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
11	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
12	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
13	Slop/Oily Water	Hose 3"	-	150	5 Kg/Cm ²

Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

1.10.6 DERMAGA 6 (JETTY VB)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 10.6 meters*
Min-Max DWT of ship	: Max. 35.000 DWT
Min-Max LOA	: Max. 200 meters
Minimum Parallel Body Length	: 50 meters
Max Height of Manifold from Water Line	: Max. 13 meters
Geographic Position	: 01°15'40.76"S/116°48'45.55"E
Jetty Head Elevation	: About 3100 mm
Distance Between Bollard	: 50 m
Jetty Head Length	: 28 m
Jetty Head Width	: 13.6 m
Trestle Length	: 175 m
Picture & Mooring Arrangement	:

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Layout Jetty VB

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	ADO	MLA 10"	1000	1000	7 Kg/Cm ²
2	KERO	MLA 10"	1000	1000	7 Kg/Cm ²
3	LSWR	MLA 10"	1500	1500	7 Kg/Cm ²
4	LSFO	MLA 10"	1500	1500	7 Kg/Cm ²
5	CRUDE OIL	MLA 10"	-	1500	7 Kg/Cm ²
6	NAPTHA	MLA 10"	1500	1000	7 Kg/Cm ²
7	HOMC	MLA 10"	-	1500	7 Kg/Cm ²
8	PERTALITE	MLA 10"	1000	1000	7 Kg/Cm ²
9	ADO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
10	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
11	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²

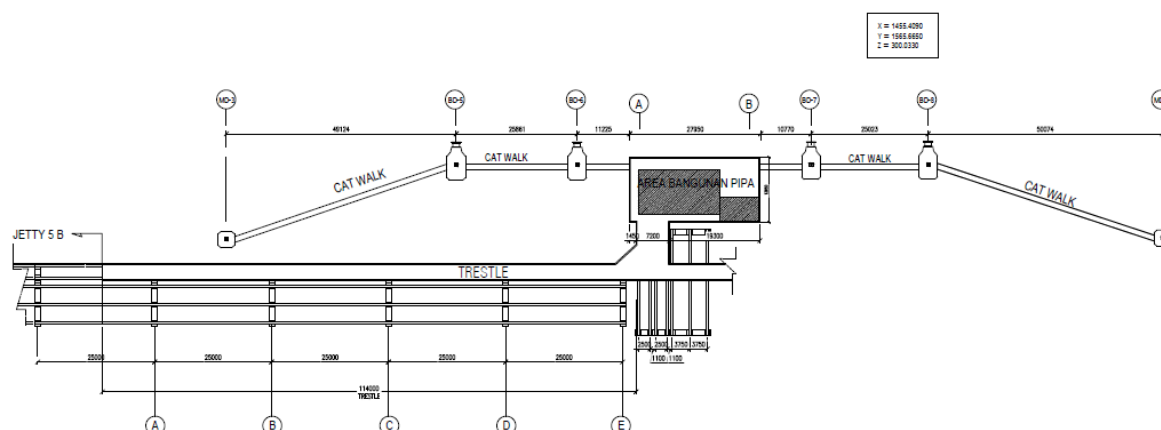
Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

1.10.7 DERMAGA 7 (JETTY VC)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 12.3 meters*
Min-Max DWT of ship	: Max. 35.000 tons
Min-Max LOA	: Max. 200 meters
Minimum Parallel Body Length	: 49 meters
Max Height of Manifold from Water Line	: Max. 13 meters
Geographic Position	: 01°15'32.81"S/116°48'46.59"E
Jetty Head Elevation	: About 3100 mm
Distance Between Bollard	: 50 m
Jetty Head Length	: 28 m
Jetty Head Width	: 13.6 m
Trestle Length	: 272 m
Picture & Mooring Arrangement	:

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
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← LAYOUT
SCALE 1 : 750

Layout Jetty VC

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Load	
1	ADO	MLA 10"	1000	1000	7 Kg/Cm ²
2	KERO	MLA 10"	1000	1000	7 Kg/Cm ²
3	LSWR	MLA 10"	1500	1500	7 Kg/Cm ²
4	LSFO	MLA 10"	1500	1500	7 Kg/Cm ²
5	CRUDE OIL	MLA 10"	-	1500	7 Kg/Cm ²
6	NAPHTHA	MLA 10"	1500	1000	7 Kg/Cm ²
7	HOMC	MLA 10"	-	1500	7 Kg/Cm ²
8	PERTALITE	MLA 10"	1000	1000	7 Kg/Cm ²
9	ADO (BUNKER)	Hose 3"	150	-	7 Kg/Cm ²
10	MDO (BUNKER)	Hose 3"	150	-	7 Kg/Cm ²
11	MFO – LS (BUNKER)	Hose 3"	150	-	7 Kg/Cm ²

Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

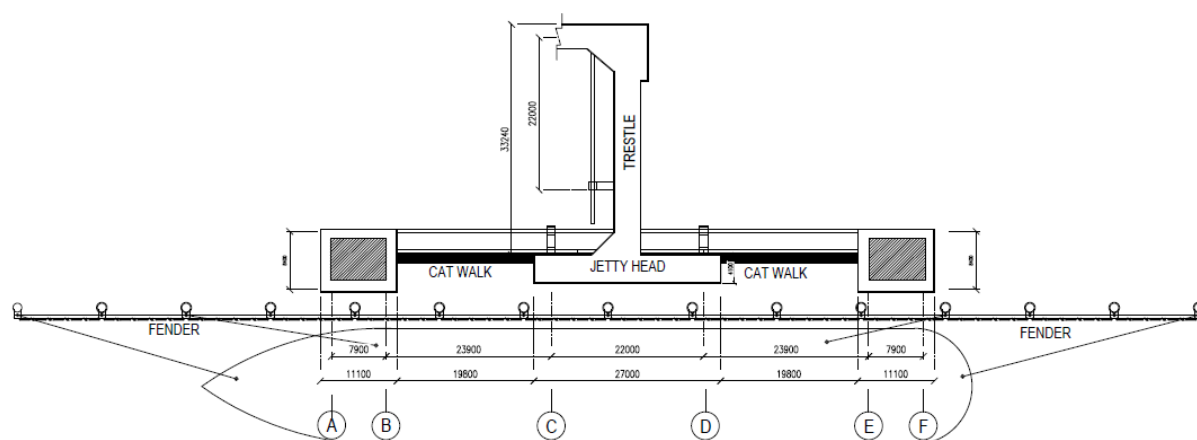
1.10.8 DERMAGA 8 (JETTY VA SOUTH)

Type	: Dolphin – Sea Water
Depth Alongside Berth	: 5 meters*
Min-Max DWT of ship	: Max. 5.000 DWT
Min-Max LOA	: Max. 110 meters

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Minimum Parallel Body Length : 49 meters
 Max Height of Manifold from Water Line : Max. 13 meters
 Geographic Position : 01°15'32.65"S/116°48'48.50"E
 Jetty Head Elevation : About 1700 mm
 Distance Between Bollard : 27 m
 Jetty Head Length : 14 m
 Jetty Head Width : 4.5 m
 Trestle Length : - m
 Picture & Mooring Arrangement :

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



Layout Jetty V A South

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	CRUDE OIL	Hose 4"/6"	-	750	7 Kg/Cm ²
2	PERTALITE	Hose 4"/6"	750	-	7 Kg/Cm ²
3	ADO	Hose 4"/6"	750	-	7 Kg/Cm ²
5	SF-05	Hose 3"/4"	350	-	7 Kg/Cm ²
6	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
7	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²

Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

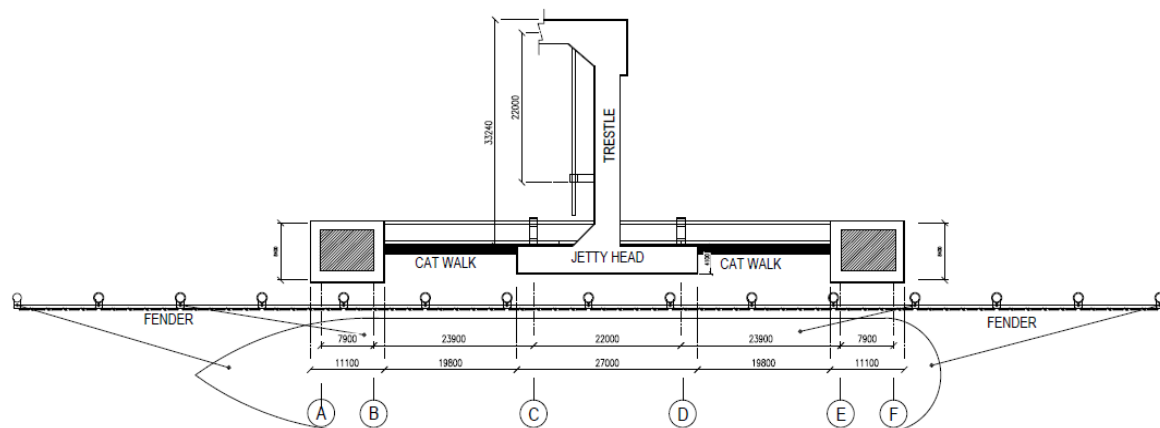
1.10.9 DERMAGA 9 (JETTY VA NORTH)

Type : Dolphin – Sea Water
 Depth Alongside Berth : 5 meters*
 Min-Max DWT of ship : Max. 5.000 DWT
 Min-Max LOA : Max. 110 meters
 Minimum Parallel Body Length : 50 meters

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Max Height of Manifold from Water Line : Max. 13 meters
 Geographic Position : 01°15'32.65"S/116°48'48.50"E
 Jetty Head Elevation : About 1700 mm
 Distance Between Bollard : 27 m
 Jetty Head Length : 14 m
 Jetty Head Width : 4.5 m
 Trestle Length : 35 m
 Picture & Mooring Arrangement :

*Notes: Berdasarkan hasil survey bathymetri Agustus 2024



Layout Jetty V A North

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

No	Product	Hose / MLA	Max Rate (KL/Hours)		Max Operational Pressure (Kg/Cm ²)
			Load	Disch	
1	CRUDE OIL	Hose 4"/6"	-	750	7 Kg/Cm ²
2	PERTALITE	Hose 4"/6"	750	-	7 Kg/Cm ²
3	ADO	Hose 4"/6"	750	-	7 Kg/Cm ²
5	SF-05	Hose 3"/4"	350	-	7 Kg/Cm ²
6	MDO (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²
7	MFO LS (BUNKER)	Hose 3"	200	-	7 Kg/Cm ²

Notes: Operasional menyesuaikan mana yang tercapai lebih dahulu antara Flowrate dengan Pressure

1.10.10 DERMAGA 10 (JETTY VIA)

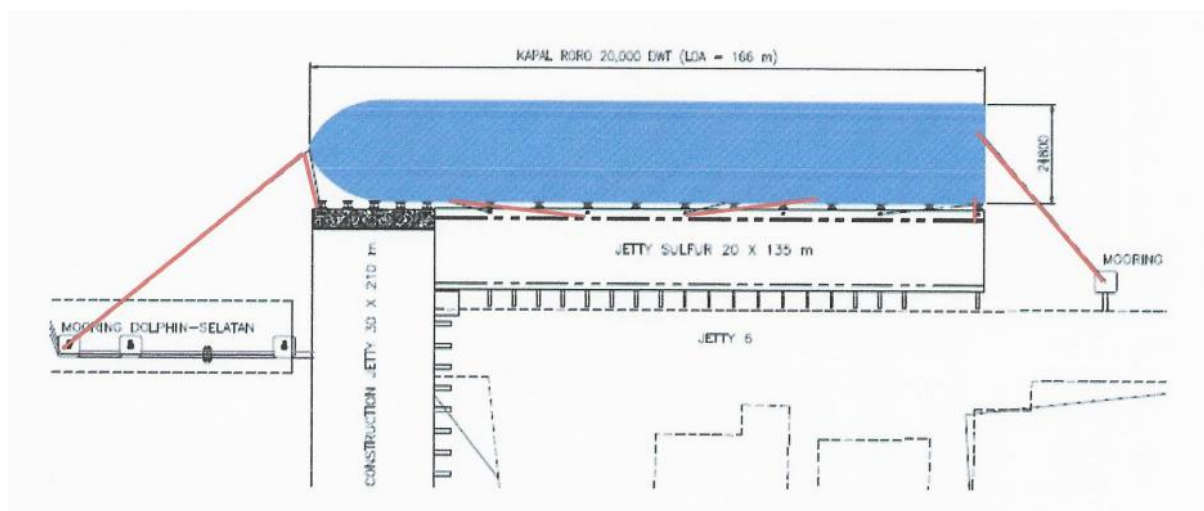
Type : Jetty – Sea Water
 Depth Alongside Berth : Upgrading Jetty
 Safe Draft : Upgrading Jetty
 Min-Max DWT of ship : Upgrading Jetty
 Min-Max LOA : Upgrading Jetty
 Geographic Position : 01°15'22.16"S/116°48'47.98"E

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Jetty Length : 170 m
 Jetty Width : 20 m
 Status : Upgrading Jetty in progress (No Loading/Discharge Activity)

1.10.11 DERMAGA 11 (JETTY SULFUR/JETTY CARGO)

Type : Jetty – Sea Water
 Depth Alongside Berth : 10 meters
 Min-Max DWT of ship : Max. 20.000 DWT
 Min-Max LOA : Max. 170 meters
 Geographic Position : 01°15'22.16"S/116°48'47.98"E
 Jetty Head Length : 120 m
 Jetty Head Width : 20 m
 Trestle Length : 180 m
 Picture & Mooring Arrangement :



Layout Jetty Sulfur

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

1.10.12 DERMAGA 12 (JETTY VII)

Type : Dolphin – Sea Water
 Depth Alongside Berth : - 12.6 m LWS
 Min-Max DWT of ship : Max. 3.500 DWT
 Geographic Position : 01° 15' 09.78" LS/116° 48' 53.73" BT
 01° 15' 10.27" LS/116° 48' 53.69" BT
 01° 15' 10.29" LS/116° 48' 50.35" BT
 01° 15' 11.23" LS/116° 48' 49.48" BT
 01° 15' 13.12" LS/116° 48' 49.26" BT
 01° 15' 13.06" LS/116° 48' 48.68" BT
 01° 15' 09.85" LS/116° 48' 49.02" BT
 01° 15' 09.74" LS/116° 48' 49.10" BT
 Jetty Head Length : 120 m

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Jetty Head Width : 20 m
 Trestle Length : 180 m
 Status : Only for Tugboat Standby

1.10.13 DERMAGA 13 (JETTY VIIA)

Type : Dolphin – Sea Water
 Depth Alongside Berth : - 6.1 m LWS
 Min-Max DWT of ship : Max. 10.000 DWT
 Geographic Position : 01° 15' 05.29" LS/116° 48' 56.79" BT
 01° 15' 05.63" LS/116° 48' 56.50" BT
 01° 15' 05.64" LS/116° 48' 50.89" BT
 01° 15' 04.80" LS/116° 48' 50.89" BT
 01° 15' 04.79" LS/116° 48' 54.73" BT
 01° 15' 04.06" LS/116° 48' 54.73" BT
 01° 15' 04.07" LS/116° 48' 56.71" BT
 01° 15' 05.09" LS/116° 48' 56.78" BT
 Jetty Head Length : 120 m
 Jetty Head Width : 28 m
 Status : Only For Barges / SPOB

1.11 SPM DATA²

1.11.1 SPM 150.000 DWT

Type : Single Point Mooring
 Depth Alongside Berth : 30 meters
 Safe Draft : 25 meters
 Free Board (mean sea level) : 17 meters
 Min-Max DWT of ship : Min 35.000 tons Max. 150.000 tons
 Min-Max LOA : Min 180 meter and Max. 280 meters
 Minimum Capacity Crane : 15 Ton
 Fairlead Size : 600x450 mm
 BCM : 140 Meters
 Chain Stoper SWL : 200 Ton
 Operational hour : 24 hour berthing/unberthing with fine weather
 Max Waves for berthing/unberthing : 2,5 meters
 Geographic Position : 01°27' 30" S /116°45'37"E

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

No	Product	Hose / MLA	MAX Rate (MB/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	CRUDE	2 x 12" ASA 150	N/A	25 mb	Max 8,5

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

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

1.11.2 SPM 320.000 DWT

Type	: Single Point Mooring
Depth Alongside Berth	: 30 meters
Safe Draft	: 25 meters
Free Board (mean sea level)	: 17 meters
Min-Max DWT of ship	: Min 80.000 tons and Max. 320.000 tons
Min-Max LOA	: Min 240 meter and Max. 350 meters
Minimum Capacity Crane	: 20 Ton
Fairlead Size	: 600x450 mm
Operational hour	: 24 hours berthing/unberthing with fine weather
Max Waves for berthing/unberthing	: 2,5 meters
Geographic Position	: 01°27' 30" S /116°45'37"E
Picture & Mooring Arrangement	:

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

No	Product	Hose / MLA	MAX Rate (MB/Hours)		Pressure (Kg/Cm ²)
			Load	Disch	
1	CRUDE	2 x 16" ASA 150	N/A	50 Mb	Max 10,5

1.12 SHIP TO SHIP INFORMATION

Type	: STS – Sea Water
Draft	: 30 meters
Min-Max DWT of ship	: Refer Safe Draft
Min-Max LOA	: Refer Safe Draft
Hose Size	: 12" ANSI 150 2pcs
PRF Size	: 3300 mm x 6500 mm 3pcs
Personal Basket	: Required for Vessel has 1 for person only
Minimum UKC	: 10% of the static draft
Operational Hour	: 24 Hour for berthing/Unberthing
Geographic Position	: 01°20' 18.00" LS / 116° 58' 42.00" BT 01°22' 00.00" LS / 116° 58' 42.00" BT 01°22' 00.00" LS / 117° 00' 06.00" BT 01°20' 18.00" LS / 117° 00' 06.00" BT

1.13 CONTROLING UKC (Under Keel Clearance)³

As of the date of this revision, the following maximum UKC apply to PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan. Every vessel calling PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan shall maintain her controlling UKC not to exceed:

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

³ An update will be made if there are any changes, or user can contact Terminal for further information

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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

1.14 SHIP TRANSIT THROUGH BALIKPAPAN BAY

Balikpapan (01° 16' 23.58" S / 116° 48' 20.31" E), on the mainland coast of East Kalimantan. It has a major Oil & Gas Terminal. Balikpapan port also plays a vital role in export/import trading of various commodities. Be aware with fishing with trawl boat and net is illegal fisheries at Balikpapan area.

1.14.1 APPROACH AND ENTRY

The entrance of Balikpapan Bay is 15 miles long and 400 meters wide with a min. depth of 10 meters and max. depth of 16 meters. The ocean basin is consist of sand/clay.

1.14.2 WEATHER AND CLIMATE

Tidal

Mean High Water Spring : 2,47 m LWS
Mean High Water Neaps : 1,55 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

Temperature

Average : 24° - 31° C

1.14.3 ANCHORAGE AREA

Zona A For STS Operation

Position : 01°20' 18.00" LS / 116° 58' 42.00" BT
01°22' 00.00" LS / 116° 58' 42.00" BT
01°22' 00.00" LS / 117° 00' 06.00" BT
01°20' 18.00" LS / 117° 00' 06.00" BT
Draft : 25 – 32 Meter

Zona B For Waiting Pilot

Position : 01°20' 18.00" LS / 116° 56' 18.00" BT
01°20' 18.00" LS / 116° 58' 00.00" BT
01°21' 06.00" LS / 116° 58' 00.00" BT
01°21' 06.00" LS / 116° 56' 18.00" BT
Draft : 25 – 32 Meter

Zona C Anchorage Area For Tanker > GT 10,000 T

Position : 01°17' 00.00" LS / 116° 48' 14.00" BT
01°17' 42.00" LS / 116° 48' 57.00" BT
01°18' 02.00" LS / 116° 48' 35.00" BT
01°17' 27.00" LS / 116° 48' 07.00" BT
Draft : 15 – 26 Meter

Zona E Anchorage Area For Tanker < GT 10,000 T

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Position : 01°17' 00.00" LS / 116° 48' 14.00" BT
01°17' 42.00" LS / 116° 48' 57.00" BT
01°18' 02.00" LS / 116° 48' 35.00" BT
01°17' 27.00" LS / 116° 48' 07.00" BT
Draft : 06 – 16 Meter

Position Pilot Onboard For Vessel with operation at --- bay.

Position : 01°17' 00.00" LS / 116° 48' 14.00" BT

Position Anchorage For Quarantine :

Position : 01°21' 24.00" LS / 116° 56' 45.00" BT

Reff : Keputusan Kepala KSOP Kelas I --- No. UM.002/16/18/KSOP.BPN-2020 Petunjuk Teknis Tata Cara Pemanduan dan Keselamatan Kapal Melintasi Fasilitas Migas di Perairan Wajib Pandu Pelabuhan ---

1.14.4 NAUTICAL CHART

- Indonesia (Local Chart Dishidros) : No. 130, 157
- British admiralty Chart (BA) : No. 2637,3014,3031, 2626

1.14.5 PILOTAGE AND TUGS

Pilotage is compulsory for vessels more than 500 GT in gross volume. Position for harbour pilot boarding ground 01°21' 13.59" LS / 116° 56' 08.78" BT

1.15 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.

1.15.1 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	3	3	4	3	3
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

1.15.2 BARGES

- Barges with 80kb and greater capacity shall deploy a minimum of 8 (eight) mooring lines.
- Barges with less than 80kb capacity shall deploy a minimum of 6 (six) mooring lines.

1.15.3 EXCEEDING MINIMUM MOORING

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

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

1.15.4 WINCHES AND LINE HANDLING

Terminal personnel will handle shore side mooring operations, while terminal mooring gangs will assist the pulling of the hawser manually.

1.16 PILOTAGE

Pilotage is compulsory. Vessel calling at Balikpapan Port has to confirm their arrival time to Marine Operation Station at least 8 hours before arrival and 4 hours before departure. Vessel shall report to Balikpapan Marine Operation Station on VHF Ch 09.

1.17 TUG REQUIREMENTS

Below table towage guidelines are intended to assist the terminal user to determine the number of tugs required for a vessel's movement within the port waters of Balikpapan.

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.

1.18 BERTHING MANEUVERS

Vessels need to approach the dock at an approximate angle of 5 degrees or less. Velocity cannot exceed 0.2 kts.

All vessels calling on, attending to or are under contract providing support to or at any PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan 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.

1.19 BERTH EVACUATION ROUTE



PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

There are 4 muster points with an area of 1200 m² each which enough to support more than 5,000 personnel and 8 assembly points that exist in RU V Balikpapan. In terms of berths area, there are 1 muster point and 1 assembly point as picture below:



In case there is an emergency around berth area, below is the evacuation procedure:

- There are 3 evacuation levels that exist at Pertamina RU V, such as Partial Evacuation (Level I), Plant Evacuation (Level II), and Community Evacuation (Level III). This booklet will guide only Partial Evacuation and Plant Evacuation due to Community Evacuation is not related in this booklet.
- Should emergency alarm is sounded, all ship, boat, and its personnel in Pertamina RU V must follow order / instruction from Pertamina RU V, specifically from Safety Section Head as **Evacuation Leader**.
- At Level I Evacuation (Partial Evacuation), all workers around berth area must immediately go to the nearest **Assembly Point** (at Jetty I) as a gathering place if they hear an emergency alarm sound (**3 minutes wavy siren**)
- If the emergency is escalated to Level II Evacuation, all workers from Assembly Point must be moved away from the emergency location to a safer place that has been determined, namely **Muster Point** (at Loading Master Office). This evacuation level is marked with an evacuation alarm (**6 minutes intermittent siren**).
- Further instructions await the decision of the Evacuation Leader according to the emergency situation.

1.20 EMERGENCY CONDITION

- In emergency case, for ship safety and rescuing people from the water, Loading Master can order all ship and boat in Pertamina RU V to give first aid.
- In emergency case, ship captain can unmooring the ship with Loading Master permit.
- In emergency case, ship captain must informed Pertamina RU operation room and pilot station at channel OM (via HT).

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

- In emergency case, all ship and boat in Pertamina RU V must follow order from Pertamina RU V team (Production or HSSE Function), depending on the situation.

1.21 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
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.

The required information shall be sent to the following :

Pertamina ----- Marine Operation email address :

marineopsbalikpapan@pertamina.com
Marine.balikpapan@pertamina.com ,
Ops_tangker@pertamina.com ,
Marinebalikpapan@gmail.com
loading@pertamina.com
admtbl_up5@pertamina.com

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

SECTION II

OPERATIONAL INFORMATION

2.1 WIND LIMITS

Berthing maneuvers should normally not be conducted in winds in excess of 20 knots, Unberthing maneuvers should normally not be conducted in winds in excess of 30 knots. Once berthed, if storm winds in excess of 35 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 effect of current and weather on the ability to conduct safe ship handling.

PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan's maximum safe-operation wind limit is below 20 knot. 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 temporary stop. 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 PT Kilang Pertamina Internasional policy while on the berth. While onboard their vessel, the crew are allowed to follow their own company polices. PT Kilang Pertamina Internasional policy requires the following:

- Safety Helmet
- Safety Shoes
- Coverall
- Life Jacket
- Glove
- Googles

2.4 TERMINAL CONTACT INFORMATION

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

- **Marine Region VI Balikpapan**
Jl. Yos Sudarso No. 1 ---,
East Kalimantan, Indonesia, 76111

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

+62 542 51 5650/ +62 542 51 5600

Marine Operation

: Email marineopsbalikpapan@pertamina.com

Phone. +62 542 51 3404 / 3415

Radio VHF Channel 09

Berth Schedule

: Email. marineopsbalikpapan@pertamina.com

Phone. +62 542 51 3404/ 3415

Radio VHF Channel 09

Port Facility Security Officer

: 0542 51Ext. 3404/3413

GM RU V Balikpapan

: 0542 51 Ext. 4001

Fire Station

: 0542 51 Ext. 999

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 V Balikpapan 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 Chanel 9 will be issued to PIC of ship/barge. Terminal operations personnel will have similar radios monitoring the same channel. The following will be required of the vessel :

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

Radio cheks must be conducted every hour to ensure communication are working.

2.7 RESPONSIBILITY OF OWNER AND MASTER

The owner and/or the operator of vessel, as well as the Master of each vessel using the terminal facilities, is responsible for 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 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 confirm to the latest editions of the *international Safety Guide of Oil Tankers an 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 ships and barges loading or unloading at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan must comply with all state, and local laws, as well as Pertamina regulations and policies.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 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:

- Product and amounts to be transferred.
- Cargo load/discharge plan.
- Rates and pressure requirements.
- Any usual 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 include toxic component for example H₂S, benzene, lead additives or mercaptans.
- Cargo characteristic.
- Restrictions for transfer operations both shore and ship.
- Ballast/deballasting.
- Applicable security measure for current Security Level.

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 Pertamina Marine Inspector.

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,

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 V Balikpapan shall liaise with Terminal personnel which gangway/ladder shall be used, depending on landing configuration. Gangways shall 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 the terminal property.

2.14 HEALTH AND ENVIRONMENTAL HAZARDS ASSOCIATED WITH CARGO

Vessel should have available on request and MSDS the cargoes being transferred. Information in 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.

2.15 CARGO TRANSFER

Cargo transfer operation shall 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 connection used, rate of loading and discharge working pressure for each grade. Before arriving at the Pertamina Oil & Gas Terminal ---, all equipment on 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.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

2.17 REQUIREMENTS DURING TRANSFER

PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan 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 excessive movement away from the berth or in either direction along the berth, all cargo transfer operations shall be stopped and manifold valves 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 arounds 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.
- 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 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 V Balikpapan. 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 other that requires immobilization are not permitted while alongside the berth. Should immobilization be necessary, written application, giving nature of repairs and the duration, should be made to the shift controller at least 24 hours before arrival. Whether permission is granted or not will depend on the prevailing situation at time of berthing and at time of berthing and discretion of the shift controller.

2.22 DECK WATCH

Operation should be under constant control. Vessels are to have on board at least one Senior Deck Officer (Master or Chief Officer) and one Senior Engineer (Chief or

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Second). In addition, sufficient officer/ Crew should be retained on board to cope with any emergency.

All personnel should be familiar with the danger of the product handled. The handling of cargo must be supervised by a responsible ship's Officer.

Ship's personnel must be allowed to take change of cargo operation or tanker activities when they are intoxicated state or under influence of drugs.

2.23 ACCUMULATION OF GOODS – N/A

2.24 TRANSPORTATION

Airport	:	Sultan Aji Muhammad Sulaiman Sepinggan International Airport, distances 13 KM
Bus Terminal	:	Balikpapan Bus Terminal, distances 8 KM
Public Port	:	Balikpapan Public Port, distances 1KM

2.25 HOSPITAL/CLINIC

Rumah Sakit Pertamina Balikpapan (RSPB), distances 2 KM from Jetty Kilang Pertamina Internasional – RU V Balikpapan.

2.26 SHIP CANDLER

Please contact Pertamina Marine Operation Balikpapan or ships general agent.

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 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. When tank entry is permitted, the condition stipulated in the agreed tank entry permit should be strictly followed and ship/ shore manifold hoses/ Arm must not be connected. Ullaging and sampling points may be fitted with suitable flame screens.

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 (Flash point less than 600C closed cup method) and all vessels fitted with closed ullaging, and an-approved venting system are to practice close loading/ discharging unless otherwise agreed.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 added 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.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

SECTION III

SAFETY AND SECURITY INFORMATION

3.1 EMERGENCY DEPARTURE

During an emergency situation at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan, 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 at the terminal 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 spill response equipment and team to deal with pollution.

3.2.2 TERMINAL FIRE SYSTEM

There will be a wavy siren within 3 minutes if emergency situation, particularly fire or oil spill, is occurred around the berths. Firefighting at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan will be done by the Pertamina Fire Brigade and Pertamina Trans Kontinental. There are other fire equipments located at near the berths such as fire extinguishers, fixed fire water system (deluge and sprinkler system), fire foam monitor, and hydrants.

3.2.3 FIRE AND SMOKING SAFETY NOTICES

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

- Visitor restrictions.
- Mobile phone and other electronic equipment must be switched off.
- No open lights, matches, or lighters.
- Smoking restriction and designated areas.
- No hot work around berths if there is any loading / unloading vessel events.

3.3 EMERGENCY STOP

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

- Oil is released on the deck of the vessel, the berth, or into the water that cannot be stopped immediately (or more than 15 barrels)
- Failure of means of communications; primary and secondary.
- Fire occurs on the vessel, berth, or anywhere in the terminal.
- Any other major incident that seriously affects safety of the vessel or the terminal.

As soon as an emergency situation is declared over the radio or 3 minutes wavy siren/general alarm sound is sounded, 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 terminal personnel.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

3.4 TERMINAL SECURITY

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

1. Contractor list and visitor list must be faxed to terminal 24 hrs before arrival of the vessel.
2. Contractor and visitor must have picture ID.
3. Visitors must be willing to submit to a search of their vehicles by security personnel before entry to the terminal areas.
4. All Pertamina --- Terminal rules and regulations concerning safety must be adhered to by personnel entering the jetty area.
5. Security procedures for the terminal on various Security Levels are stated in the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan Security Plan. If the Security Level is raised from 1 to higher level, the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan Facility Security Officer will notify all costumers doing business at the terminal of the increased level and any additional security procedures. The current Security Level is displayed near the security post in every jetty.

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

3.5 VESSEL/FACILITY SECURITY INTERFACE

After the arrival and berthing of the vessel, required security procedures 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 of terminal.

3.6 TAKING PHOTOGRAPHS

Permission to take photographs is given by the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan - HSSE Department and will only be approved under special circumstances.

3.7 WEAHER 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 souces, or batteries that are not classified as intrinsically safe are not allowed to be used while at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan. This includes radios, pagers, cell phones, portable lighting, or any other equipment that is electrical but not approved for used in hazardous areas.

3.9 SHORE LEAVE

Shore leave is permitted at PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan with following restriction.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

- Walking or passing through the tank area is prohibited. Terminal provides walkway along the shore for crews who leave from jetty to front gate.
- Shore leave crew shall at least wear long sleeve shirt, safety helmet and safety shoes.
- Obey all safety rules and signs within terminal areas.
- Do not smoke within terminal areas and offices.
- Do not touch the terminal operational equipment.
- Switch off hand phone and other electronic devices.
- Report all incidents to the nearest terminal 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 nearest the Assembly Point.
- Emergency Signal within the terminal is prolonged siren frequency 4x30 seconds.

Vessel shall maintain at all times sufficient crew not less than 2/3 of ship's complement onboard to deal with emergency.

3.10 ISPS CODE

PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan has complied with the implementation of ISPS Code with Number ID Port Facility IDBPN-0005 at IMO GISIS. Requirement of compliance under the provisions of SOLAS regulation XI-2/13 (SOLAS chapter X1-2 and the ISPS Code).

3.11 EMERGENCY TOWING WIRE

Emergency towing wires to be positioned on the seaside bow and quarter back ward. The eye of the wires should be maintained not more than 2 meters above the water line and adjusted during operations. They should be made fast on the ship's bits, while having sufficient slack on deck to provide towing length of 50 meters. Means should be provided to prevent the slack from accidentally running into the water, these means should be arranged that can easily be broken by a tugboat's crew.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 V Balikpapan 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. Vessel 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 and Pertamina Marine Operation --- - Oil Spill Response Team. Any vessel moored at the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan 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, vessel shall inform Pertamina Marine Operation --- on behalf of Terminal without delays. 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. Upon calling this number, you will be asked some basic question about the vessel and nature of the incident. You will be required to provide a contact name and number for further details. 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 Terminal.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 and Pertamina Marine Operation --- - Oil Spill Response Team personnel immediately.
- Start management response, and agency notification.
- Initiate a site safety plan.
- Start documentation of actions taken.
- Obtain PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan approval before restaring the transfer.

4.4 GARBAGE RECEPTION

Please contact Pertamina Marine Operation Balikpapan or your general agent.

4.5 RECEPTION FACILITY

There are no Reception Facility within PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan .

4.6 BALLASTING DAN DEBALLASTING

Please contact loading master for comunication / coordination while alongside at PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

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 security office and have their company notified. Reasonable cause for detaining crew members is their 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 any of cause above, the shipping company must have the person tested for drugs and alcohol, before granted entry to the terminal.

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

Every vessel alongside the PT Kilang Pertamina Internasional TUKS Refinery Unit V Balikpapan must have an alcohol and drugs 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".

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 V Balikpapan. 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 arrival.

5.3 LOADING PROVISIONS AND STORES

Loading of provisions and stores is allowed at the Terminal with operational and security restrictions.

Operational: Contractor vehicles are not allowed on the berth. If shore side delivery is being made, provisions and stores must be hand-trucked down the berth to the vessel. With prior permission from the terminal, stores may also be delivered via launch.

Security: A list of personnel delivering the provisions must be supplied to the terminal before their arrival. Before they enter the berth area, they must show photo ID. If MARSEC levels rise, other restrictions may be applied. Contact the terminal if you have questions.

5.4 OTHER CRAFT ALONGSIDE

No craft is authorized to come alongside 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 regulation applying to the vessel/terminal and must comply.

5.5 BUNKERING/FUELING

All Jetties are equipped with bunkering facilities. Please contact Pertamina Marine Operation Balikpapan or your agent for bunkering via barge.

Position for bunkering via barge :

Zona A

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

Position : 01°20' 18.00" LS / 116° 58' 42.00" BT
01°22' 00.00" LS / 116° 58' 42.00" BT
01°22' 00.00" LS / 117° 00' 06.00" BT
01°20' 18.00" LS / 117° 00' 06.00" BT

Draft : 25 – 32 Meter

5.6 FRESH WATER

Fresh water supply is not available from the Jetty but supply via barge. Please contact Pertamina Marine Operation Balikpapan or your agent in advance to request fresh water supply.

PT Kilang Pertamina Internasional Terminal Untuk Kepentingan Sendiri Refinery Unit V Balikpapan			
Oil & Gas Terminal Refinery Unit V Balikpapan	Marine Terminal Information Booklet	Issued	-
		Revised	-

APPENDIX

REVISION LOG

No	Reason of Revision	Revision Item	Date of Revision	Rev No.	Revised by		Ackn. by	
					Initial	Sign	Initial	Sign
1								

TABEL SBNP

NO	NOMOR D SI	NAMA SBNP	NOMOR BUOY	P O S I S I	Minggu				KETERANGAN
					1	2	3	4	
1	4880	PELSU MERAH PUTIH	0	01°21'31" S 116°55'41" T		GPS			Kondisi kurang baik menara buoy hilang Kondisi lampu tidak ada
2	4881	PELSU HIJAU	1	01°20'47" S 116°55'25" T		PR			buoy sudah di deploy tanggal 08 08 2024 Lampu menyala
3	4882	PELSU MERAH	2	01°20'46" S 116°55'10" T		PR			Perawatan & Positioning/Baik Kondisi buoy normal stabil
4	4883	PELSU HIJAU	3	01°19'42" S 116°54'41" T		PR			Perawatan & Positioning/Baik Lampu menyala
5	4884	PELSU MERAH	4	01°20'06" S 116°53'53" T		PR			Perawatan & positioning/Baik Kondisi buoy normal dan stabil
6	4885	PELSU HIJAU	5	01°19'26" S 116°52'44" T		P			Perawatan & positioning/Baik Lampu menyala
7	4886	PELSU MERAH	6	01°20'57" S 116°52'00" T		PR			Perawatan & Positioning/Baik Kondisi Lampu Nyala
8	4887	PELSU HIJAU	7	01°19'30" S 116°51'19" T		PR			buoy sudah di deploy tanggal 08 08 2024 Kondisi Lampu Nyala
9	4888	PELSU MERAH	8	01°20'59" S 116°49'54" T		PR			Perawatan & Positioning/Baik Kondisi buoy normal dan baik
10	4889	PELSU HIJAU	9	01°19'32" S 116°49'52" T		PR			buoy hilang sementara diamankan di Dockyard Kondisi Lampu menyala
11	4890	PELSU MERAH	10	01°18'31" S 116°48'25" T		PR			Perawatan & positioning/Baik Guay miring dan body buoy pecah, lampu menyala
12	4891	PELSU HIJAU	11	01°18'11" S 116°47'49" T		GPS			Menara lampu hilang Kondisi buoy masih sesuai dengan lokasi awal
13	4892	PELSU MERAH	12	01°17'28" S 116°47'59" T		PR			Perawatan & positioning/Baik Kondisi buoy normal dan stabil
14	4898	PELSU MERAH HITAM	14	01°16'17" S 116°47'39" T		P			Perawatan & positioning/Baik Kondisi Lampu Padam
15	4894	PELSU KUNING	51	01°14'51" S 116°47'17" T		PR			Kondisi buoy normal dan stabil Perawatan & positioning/Baik
16	4895	PELSU KUNING	52	01°14'52" S 116°47'57" T		PR			Kondisi buoy normal dan stabil Perawatan & positioning/Baik
17	4896	PELSU KUNING	53	01°14'30" S 116°47'14" T		PR			Kondisi buoy normal dan stabil Perawatan & positioning/Baik
18	4897	PELSU KUNING	54	01°14'30.8" S 116°47'59" E		PR			Perawatan & Positioning/Baik Kondisi buoy normal dan stabil
19	4701	PENJUNTUN PUTIH	MEN-1	01°18'51" S 116°52'57" T			H		hilang
20	4702	PENJUNTUN PUTIH	MEN-2	01°18'29" S 116°52'39" T			P		Perawatan & Positioning/baik Tidak ada accu dan box battery instalasi hilang, buoy pecah
21	4703	PENJUNTUN PUTIH	MEN-3	01°19'44" S 116°48'59" T			P		Perawatan & Positioning/baik Battery accu dan instalasi hilang/buyur pecah
22	4704	PENJUNTUN PUTIH	MEN-4	01°19'44" S 116°47'23" T			P		Perawatan & Positioning/baik Battery accu dan instalasi hilang/buyur pecah
23	4705	PENJUNTUN PUTIH	MEN-5	01°20'37" S 116°50'29" T			P		Perawatan & Positioning/Baik Battery accu dan instalasi hilang/buyur pecah
24	4706	PENJUNTUN PUTIH	MEN-6	01°21'02" S 116°50'49" T			P		Tangga menara patah Penutup box dan battery hilang /buyur pecah
25	4707	PENJUNTUN PUTIH	MEN-7	01°19'19" S 116°47'24" T			PR		Perawatan & Positioning/Baik Lampu menyala
26	4893	PELSU KUNING	KPB-1 / 7RB	01°15'50.43" S 116°48'37.71" T				PR	Penambahan Baru
27	4893.1	PELSU KUNING	KPB-2	01°15'39.87" S 116°48'21.17" T				PR	Penambahan Baru
28	4893.2	PELSU KUNING	KPB-3	01°14'49.3" S 116°48'44.4" T				PR	Penambahan Baru
29	4893.3	PELSU KUNING	KPB-51	01°15'17.36" S 116°48'47.17" T				PR	Penambahan Baru
30	4893.4	PELSU KUNING	KPB-52	01°15'12.87" S 116°48'47.83" T				PR	Penambahan Baru
31	4897.1	PELSU KUNING	SW1	01°14'56.74" S 116°48'41.86" T				PR	Penambahan Baru
32	4897.2	PELSU KUNING	SWRO	01°14'24.90" S 116°48'42.6" T				PR	Penambahan Baru

LEMBAR PERSETUJUAN

PROSES SURAT/DOKUMEN DARI KONSEPTOR DAN PEJABAT YANG TERKAIT

Perihal : **Permohonan Sirkuler Paraf untuk Port Information Booklet di Lingkungan PT Kilang Pertamina Internasional Terminal untuk Kepentingan Sendiri RU V Balikpapan**

Dokumen / surat terlampir telah diperiksa dan diteliti secara hierarki serta di paraf oleh para pejabat terkait yang bertanggung jawab, untuk ditandatangani oleh pejabat yang berwenang.

No.	Diteruskan kepada (nama & Jabatan)	Diterima tanggal	Diteruskan tanggal	Paraf	Keterangan
1	Manager Port Mgt & Marine Regulation Pandu Setiadi				
2	Manager Production RU V Balikpapan Bimada Gurit Paramita				
3	Manager Maintenance Planning & Support RU V Balikpapan Abdulloh				
4	Manager HSSE RU V Binsar Butar-Butar				
5	Port Manager Balikpapan Mukhammad Jamil				

Catatan:

Lembar penerus ini merupakan satu kesatuan yang tidak terpisahkan dengan dokumen/ surat yang ditandatangani oleh pejabat yang berwenang.