



HARBOUR AND MARINE REGULATIONS
PORT OF POINT LISAS

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1.0 INTRODUCTION

The Port of Point Lisas is located in the Gulf of Paria halfway down the west coast of Trinidad, 32 km south of Port of Spain, in position 10°24.2'N, 61°29.6'W. Trinidad lies about 20 km north of Venezuela. Its location between North and South America allows easy convenient connections to all major shipping routes.

PLIPDECO owns and operates the Port of Point Lisas, which houses six (6) berths and approximately ten (10) logistics companies, together with statutory agencies, such as, Customs and Excise Division, Immigration Division, Port Health, and the Trinidad and Tobago Bureau of Standards.

PLIPDECO's Harbour and Marine Department coordinates all movement of vessels at the Port of Point Lisas by tracking arrivals at the Port, including those destined for the methanol, ammonia, urea and steel berths owned by National Energy (NE). The department also provides mooring and unmooring services for the safe berthing/un-berthing of vessels.

Bunkering facilities for vessels conducting cargo operations at the Port is available alongside the Berths.

This document therefore seeks to formalize the Harbour and Marine Regulations for the Harbour and Marine Department's business operations and related activities.

THESE REGULATIONS SHALL NOT RELIEVE MASTERS AND AGENTS OF THEIR RESPONSIBILITIES IN OBSERVING ALL THE NORMAL AND CUSTOMARY SAFETY, FIRE PREVENTION, SECURITY AND STATUTORY REQUIREMENTS.

2.0 Berthing and Un-berthing, Shifting and Pilotage

2.1 The Berth Application Form is accessible via the TTBizLink Portal: www.ttbizlink.gov.tt

This application shall be submitted at least seven (7) days prior to the estimated time of arrival (ETA) of the vessel to the port of Point Lisas ("Port"). ETA updates shall be provided at the following hourly intervals prior to arrival: 72, 48, 24, 12 and 8 hours, in default of which PLIPDECO will accept no liability whatsoever for consequential delays at the Port. Agents shall promptly notify the Harbour and Marine Department, Cargo Handling Department and the Health, Safety and Environment Department ("HSE") of any changes to the information supplied in the berthing application form.

- 2.2 Prior to entering or leaving the harbour at Port of Point Lisas, all vessels shall communicate and confirm with PLIPDECO's Harbour and Marine Department via VHF Radio Channel 16 and 9 of the vessel's movements.
- 2.3 Pilotage is compulsory for all vessels entering or leaving the harbour at Port of Point Lisas. (*note- to be arranged/coordinated by PLIPDECO's Harbour Management Department.
- 2.4 Maximum Allowable Draft - 11.59 High or Low tide
- 2.5 Vessels with a draft in excess of the maximum allowable draft shall only be allowed entry after a letter of indemnity is submitted to the Harbour and Marine Supervisor or his designate. Such vessels are to be berthed/un-berthed in high tide only with additional authorization from the Pilots Association.
- 2.6 Vessels at anchorage must provide an accommodation ladder/Jacobs' ladder for boarding purposes or Combination Ladder based on vessel's freeboard.
- 2.7 Vessels carrying dangerous/hazardous cargo or that are scheduled to discharge or load dangerous/hazardous cargo as specified in the IMO Carriage of Dangerous Goods Regulations must seek permission and be granted approval by the HSE Department prior to loading at Port of Loading.
- 2.8 For all vessels with an overall length of more than fifty (50) meters, tug assistance is compulsory.

- 2.9 Rat-Guards are compulsory on all mooring lines.
- 2.10 All vessels must be moored in a safe manner. Mooring lines must be of either natural or synthetic fibres. Wires will not be handled unless rope tails of six (6) fathoms are attached to them.
- 2.11 All ships which have been berthed should have an accommodation ladder and/or gangway from ship to shore. Beneath the ladder/gangway a safety rope net should be mounted between the ship and the shore. The net should reach at least five (5) metres outside the landing platform. Safety nets must not be made fast to shore.
- 2.12 A life-buoy connected with a heaving line at least thirty (30) metres long must hang by each gangway.
- 2.13 Lifeboats must not be lowered unless prior special permission is given by the Customs and Excise Division and PLIPDECO's Harbour and Marine, Security and HSE Department.
- 2.14 A duty officer/ vessel representative shall be posted at each vessel's gangway during the vessel's stay alongside in accordance with the ISPS Code.
- 2.15 All exhausts should be protected so that nothing from vessels can land on shore. Continuous emission of smoke is forbidden. Reference to Marpol Annex 6 - International Convention for the Prevention of Pollution from Ships - <http://www.gard.no/web/updates/content/53059/annex-vi-of-marpol-7378-regulations-for-the-prevention-of-air-pollution-from-ships>
- 2.16 No vessel shall conduct engine repairs or immobilize their engines without prior approval from Harbour and Marine Supervisor or his designate.
- 2.17 Ship's draft must not exceed the corrected draft applicable to the Tropical Zone.
- 2.18 Diving Operations shall not be conducted without prior written authorisation from PLIPDECO's Harbour & Marine Department and shall also require pre-approval from Customs & Excise. This request must be made at least 16 hours prior to when the related activity is expected to take place. For emergencies the time frame may be waived however the approval and authorisation process is still required to be followed.

3.0 Standard Methods of Operations (Port of Point Lisas)

- 3.1 Opening of mechanical hatches and rigging ship's derricks; or cranes must only be done by the ship's crew.
- 3.2 Certificates for ships' gears and cranes. Validity of same, to be submitted to TOS/ATOS on shift prior to commencement of operations.
- 3.3 Ship's gear must be marked with the SWL and derricks adequately secured. All hooks shall be outfitted with the appropriate safety pin/latch.
- 3.4 Entrance to vessels holds should be clear and not over-stowed by cargo. It must also be safe and in good condition. No rungs/steps should be missing.
- 3.5 Ships Main Engine must be ready for immediate use.
- 3.6 All persons entering the Port of Point Lisas from the Pedestrian Gate/In-gate or from any vessel must be equipped with a hard hat, reflective vest and steel toe shoes or boots. No children shall be allowed entry.
- 3.7 Vessel's crew members may utilize the Port's access roads for Medical care and repatriation of Shore leave while the vessel is alongside. Only authorized roads must be used and crew must comply with all of PLIPDECO's Port Rules and Harbour and Marine Regulations. The required attire and PPE must be adhered to.
- 3.8 Engine/Propeller trial runs are to be done only after permission is granted by the Harbour and Marine Supervisor or his designate.
- 3.9 There shall be no dumping of trash and refuse in Trinidad & Tobago waters and Masters are requested to keep refuse on board until well clear of the Trinidad & Tobago territorial waters. All vessels entering the Point Lisas harbour shall adhere to The Shipping (Marine Pollution) (No. 2) Bill, 2004 of Trinidad and Tobago.
- 3.10 In accordance with Trinidad & Tobago Government Regulations only clean water may be discharged in the Gulf of Paria.
- 3.11 The Company shall be indemnified against any damage or loss sustained by the Company or third parties as a result of any negligence or breach of Trinidad & Tobago Government Regulations by any vessel.
- 3.12 The number of persons allowed to board the vessel is to be restricted to a minimum. Masters are advised to consult their agents about the representatives of ship-chandlers, launderers etc., whom they consider

necessary to go on board. Customs & Excise Department must be advised prior to any boarding of the vessel.

- 3.13 All cargo, cleaning bunker, and/or ballast operations should be discussed with the Marine Representative before commencement. At all times adequate supervision must be carried out on deck. An emergency shut down arrangement must be set up to stop all pumping operations immediately, when necessary.

4.0 Health, Safety, Security, Environment (H.S.S.E) Rules

- 4.1 All vessels alongside at the Port of Point Lisas shall adhere to the following rules:

Access to ship

- Safe means of access between ship and shore
- Gangway in good working condition (handrails, threaders and flooring adequate) and equipped with suitable safety net extending five (5) metres outside the landing platform
- Life ring with heaving line present in close proximity to gangway
- Rat guards positioned on all mooring lines

Ship's Deck

- Cargo stored in a safe manner on deck and all routes of access and egress are unobstructed
- Good housekeeping on deck
- Suitable and sufficient lighting on deck (after 1800 hours)

Ship's Hold

- Cargo stored in a safe manner in the ship's hold and all routes of access and egress are unobstructed
- Good housekeeping and safe stowage of cargo in the ship's hold
- Good environmental conditions and working conditions along with suitable and sufficient lighting in the ship's hold.

Ship's Gears and Cranes

- Ship's cranes and lifting apparatus in good working order
- Ship's gears and cranes certified and Safe Working Load (SWL) prominently displayed
- Ship's cranes shall be equipped with adequate lighting (after 1800 hours)

Bunkering of Vessel

- Shipping Agents and lines shall seek approval for bunkering from PLIPDECO's Harbour and Marine Department and the HSE Department
- Vessel fenders shall be in good working order and the vessel/barge shall be securely moored
- Vessel shall ensure that there is effective communication established

among executing personnel and that there is an effective watch on board the vessel along with the barge delivering bunkers

- Vessel shall ensure that the transfer hose is properly rigged and fully bolted to the manifolds on the ship and barge and that it is in good working order
- Vessel shall ensure that fire hoses and other firefighting equipment are present at all times, tested regularly and available for immediate use
- Vessel shall ensure that there is an effective spill containment and management plan
- All smoking, naked lights and open flames are strictly prohibited on the Port of Point Lisas

- 4.2 Vessels fire-fighting system must be ready for immediate use and in good condition.
- 4.3 Ships fire signal - continuous sounding of short blasts.
- 4.4 No smoking on deck or in the vessel's hold. Masters in conjunction with the Marine Representative must designate smoking areas aboard vessels.
- 4.5 A fire hose and nozzle containing water flowing continuously must always be ready for immediate use.
- 4.6 Ship's deck and hatches must be sufficiently lit for safe working conditions.

5.0 Dangerous AND Hazardous cargo / Direct Delivery

- 5.1 All dangerous/hazardous cargo destined for the Port of Point Lisas must be approved by PLIPDECO's HSE Department prior to loading at the Port of loading.
- 5.2 Discharge of dangerous cargo shall take place immediately or as soon as possible after berthing and must be completed before any other cargo is discharged or other operations take place. Loading of dangerous cargo shall take place only after all other cargo has been loaded and immediately prior to departure of the vessel.
- 5.3 All shipping lines/shipping agents shall adhere to the process of direct delivery for arms/ammunition and shall ensure that all required statutory requirements are adhered to.
- 5.4 All shipping lines/shipping agents shall adhere to the process of direct delivery for ethylene and shall ensure that all required statutory requirements are adhered to.
- 5.5 Vessels shall ensure that all dangerous/hazardous cargo on the vessel is stored and segregated in accordance with IMO Regulations.

5.6 For dangerous cargo, the following signals must be shown:

By day Flag B of the International Code of Signals

By night Two (2) bright red lights in a horizontal line and visible all around. These lights must be of equal strength and shine uninterruptedly.

5.7 Vessels carrying dangerous cargo must carry an International Ship/Shore connection according to IMO Petroleum Regulations as applicable to each vessel.

6.0 Special Berths

6.1 Reference National Energy Policies and Procedures for Savonetta Piers 1 to 4 Contact NE Coordinator at Tel: 636-8847.

6.2 PLIPDECO's Harbour and Marine Regulations shall be applicable on all Special Berths, such as Savonetta Piers 1 to 4, based on the Services provided by PLIPDECO Marine for Berthing and Un-berthing of Vessels calling at these Berths.

7.0 Key Personnel

PLIPDECO Port Operations at Tel: 636-2201

Mr. Curtis Dennie	-	Vice President, Port Operations – Ext. 2224
Mr. Clint Duncan	-	Manager Cargo Handling – Ext. 2257
Mr. Gerrel Traboulay	-	Manager, HSE – Ext. 2256
Mr. Kevin Douglas	-	Manager, Security Operations– Ext. 2245
Mr. Deoraj Mahase	-	Manager, Planning – Ext. 2299