



Repsol Marine Terminal to Tanker Information



Repsol Petróleo S.A.
(doc. version 0.5 - Apr.2018)

Safety first and avoid pollution letter

Dear Captain,

Responsibility for the safe conduct of operations on board your ship while alongside our Terminal rests with you as Master. Nevertheless, since our personnel, property and other ships may suffer serious damage in case of an accident on board your ship, we wish, before operations start, to seek your full cooperation and understanding on the Safety Requirements set out in the Terminal Regulations and summarized in the Ship to shore Safety Check List.

These Safety requirements are based upon the provisions of the Codes of Safe Practice currently accepted by the Oil and Tanker Industries. We therefore, require you and the crew under your command to adhere strictly to them throughout your stay alongside this Terminal. We, from our part, will ensure that our personnel do likewise and show fully cooperation in the mutual interest of safe and efficient operation.

I appreciate that you fully understand and wish to comply our anti-pollution requirements. Oil pollution of any sort or size is completely unacceptable and may involve your vessel in legal issues which could result in a severe fine and your vessel would be held liable for all clean-up costs

At Repsol Petróleo S.A. Marine Terminal, air pollution is treated as serious as sea pollution. I request from your good vessel to keep gas emissions to the absolute minimum necessary, particularly during tank gauging, topping off or gassing-up. Engine or boiler funnel blowing while alongside is completely forbidden.

If you have any safety or pollution concern or you are aware of any of the above issues, please inform our representative during Safety key meeting or as soon as possible if the incident or near miss takes place during operations.

We have instructed our staff, on observing any infringement of our regulations, which could cause pollution or a hazard situation, to bring this to you or your deputy for immediate corrective action. If no action is taken in a reasonable time, we reserve our right to suspend all operations and order your ship off the berth.

If you observe any infringement of these Regulations by Terminal staff, please contact Terminal Control Room (VHF CH 67) where a Senior Terminal Representative is always on watch. If you consider an imminent threat to the ship's safety is taking place, as Master, you are fully entitled to demand an immediate cessation of operations.

Terminal Manager



Repsol Marine Terminal to Tanker Information

Terminal name	Location	Communications	Latitude	Longitude
Repsol Petróleo S.A. Marine Terminal	La Coruña (Spain)	VHF CH 67 / Repsol Operator will be continuously on jetty while ship is berthed	43° 21.5' N	008° 23.5' W

Port Control	Pilots
La Coruña Traffic must be contacted 2 hours before arrival to pilot station on VHF CH 10	Pilotage is compulsory for vessels calling Repsol Terminal. Licensed pilots are available 24/7 on VHF CH 12

Tugboats	Mooring
Tugboats are available 24/7 (Pilot will contact them on VHF CH 12). Berthing & unberthing maneuvers of all vessels will be carried out in accordance with the following regulations dictated by Port Authority.	Mooring services are available 24/7 (Pilot will contact them on VHF CH 12), including mooring boats for jetties.


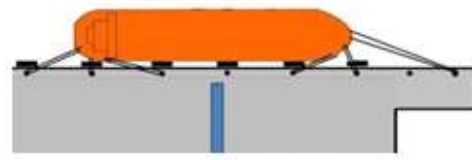
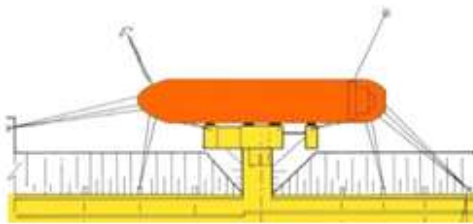
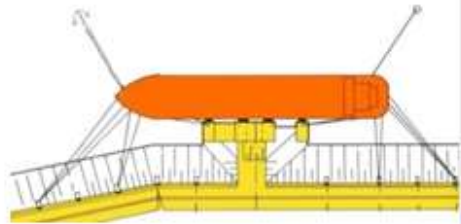
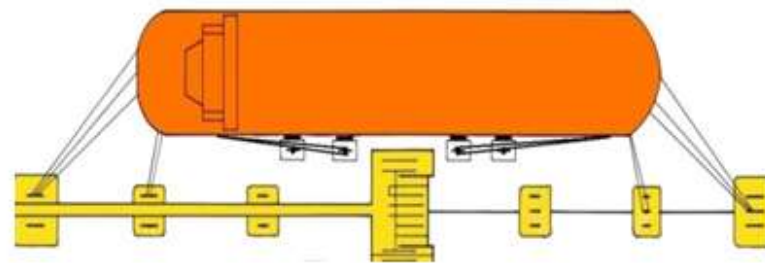
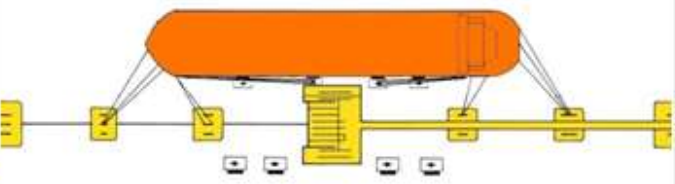
Number of tugboats may be increased depending on Port Captain instructions and/or weather conditions. Vessels required to employ escort tug shall have a stern line ready to be taken by tug in case of emergency.

Regardless of minimum criteria, Ship's mooring arrangement may be reinforced depending on weather condition or weather forecast.

MINIMUM TUG BOATS TO BE USED					TUG BOAT'S PARTICULARS					MINIMUM REPSOL'S MOORING CRITERIA						
G.T.	ZONE 1	ZONE 2	ZONE 3	TOTAL T/B	NAME	TYPE	h.p.	TBP	LINE	BERTH	JETTY # 1		JETTY # 2		JETTY # 3	JETTY # 4
Up to 5,000	1	-	-	1	SERTOSA 26	Voth	4,000	45	Tug's	G.T.	Up to 8,000	Over 8,001	Up to 8,000	Over 8,001	All vessels	All vessels
5,001-10,000	2	-	-	2	SERTOSA 32	ASD	4,000	52	Tug's	SUMMER TIME ⁽¹⁾	3-2 fwd & aft	3-2-2 fwd & aft	3-2-2 fwd & aft	3-2-2 fwd & aft	3-2-2 fwd & aft	3-2-2 fwd & aft
10,001-15,000	2	-	-	2	IBAIZABAL 0	ASD	5,302	78.0	Tug's	WINTER TIME ⁽¹⁾	3-3 or 3-1-2 fwd & aft	4-2-2 fwd & aft	4-3 or 3-2-2 fwd & aft	4-2-2 fwd & aft	4-2-2 fwd & aft	4-2-2 fwd & aft
15,001-25,000	2	1 + escort	Escort	2	IBAIZABAL 12	ASD	6,000	70	Tug's							
25,001-45,000	3	1 + escort	Escort	3	SERTOSA 25	Conventional	2,138	45	Ship's							
Over 45,001	4	1 + escort	1+escort	4												

⁽¹⁾ For jetties #1 & #2, a quarter buoy line and seaside anchor will be paid out
⁽²⁾ Summer time from April to September & Winter time from October to March.

Mooring arrangement plans

Tug's Zone	San Diego wharf	Jetty #1	Jetty #2
			
			

Jetty and wharf characteristics

Jetty / Wharf	Deadweight (MT)	Length overall (m)	Extreme Breadth (m)	Max. draft (m)	Max. Distance Sea Level/Manifold	Side Alongside	Connections	Type	Loading rates (m ³ /h)	Products
Jetty # 1	35.000	190	30	11	10	Portside alongside	1 x 6" ANSI 150 RF	ARM	600	ETHANOL
							1 x 6" ANSI 300 RF	ARM	200/130	BUTANE / PROPYLENE
							1 x 12" ANSI 150 RF	ARM	1600	LIGHT PRODUCTS
							1 x 12" ANSI 150 RF	ARM	1500	HEAVY PRODUCTS
				Chart depth	18		1 x 4" ANSI 150 RF	HOSE	350	BUNKER
			12.0	N/A						
Jetty # 2	65.000	190	30	11	13	Portside alongside	1 x 6" ANSI 300 RF	ARM	200/130	BUTANE / PROPYLENE
							1 x 12" ANSI 150 RF	ARM	1600	LIGHT PRODUCTS
							1 x 12" ANSI 150 RF	ARM	1500	HEAVY PRODUCTS
							1 x 12" ANSI 150 RF	ARM	1500	HEAVY PRODUCTS
				Chart depth	18		1 x 4" ANSI 150 RF	HOSE	350	BUNKER
			12.0	N/A						
Jetty # 3	150.000	300	50	16,5 ⁽¹⁾	20	Starboardside alongside	2 X 16" ANSI 150 RF	ARM	7000	CRUDE OIL
							1 X 10" ANSI 150 RF	ARM	1600	LIGHT PRODUCTS
							1 X 10" ANSI 150 RF	ARM	1500	HEAVY PRODUCTS
							1 X 10" ANSI 150 RF	ARM	400	BUNKER
				Chart depth	19					
			17.0	20						
Jetty # 4	65.000	230	44	15,5	20	Portside alongside	1 X 10" ANSI 150 RF	ARM	1600	LIGHT PRODUCTS
							1 X 10" ANSI 150 RF	ARM	1500	HEAVY PRODUCTS
							1 X 10" ANSI 150 RF	ARM	1100	GAS-OIL
							1 X 10" ANSI 150 RF	ARM	400	BUNKER
				Chart depth	17					
			16.0	17						
San Diego	20.000	180	25	10.0	15	Port/Starboardside	1 X 8" ANSI 150 RF	HOSE	200	BITUMEN
				Ch. dep.	11.0	Max. Freeboard	Side Alongside	Loading equipment type		Loading rate (MT/h)
Langosteira (Outer port)	N/A	N/A	N/A	20.0	N/A	Port/Starboardside	CRANE SCOOP		900	GREEN DELAYED PETCOKE
	15.000	N/A	19		10.5	Port/Starboardside	TELESCOPIC TRUNK		250	CALCINED PETCOKE
	15.000	N/A	19	Ch. dep.	22.0	10.5	Port/Starboardside	TELESCOPIC TRUNK		300

Additional information

- ⁽¹⁾ Port Authorities restrict vessel maximum draught entering Coruna port to 15.50 m. Terminal seawater salinity 1.025 gr/ml
- Shore gangway is compulsory for all vessels in jetties #3 & #4 and for vessels over 8.000 GT or if it's safer to do so in jetty #2. At jetty #1 & San Diego, vessel will rig her own gangway, safety net, lifebuoy and light.
- Port Authorities require emergency towing pennants rigged forward & aft 1.5 m above the water level at any time for all tankers calling Repsol Terminal facilities.
- Ship must be securely moored with sufficient ropes/wires properly arranged, adequately tight and monitored. Pilot will request to drop seaside anchor and pay out a quarter buoy line. No shore moorings will be provided.
- In jetties #1 & #2 it's a proved safe practice to heave up anchor cable and quarter buoy line, while properly slack the shore lines, keeping the ship moored but separated a few meters from jetty.
- Keep in mind that Coruna is located in North Atlantic Winter Seasonal Zone II (From 1st November to 31st March)

Loading & discharge operations

- Before any operation commences, ship's staff will discuss and fill up ship/shore safety check list and operation plan agreement in accordance with Terminal Representative. Initial, maximum and topping off rates, pressures, grade sequences and any other information regarding cargo operations must be agreed and followed at any time. Any change in the initial plan, must be agreed and registered.
- ISGOTT ship/shore safety check list will be used as reference and filled up together by ship's representative and Terminal Loading Master. Repetitive checks will be carried out and registered accordingly.
- Arm / hose connection & disconnection will be carried out by terminal operators. Ship's crane will be used and crew cooperation will be necessary for hose handling.
- For operations involving cargoes with flash point lower than 60°C, ship's tanks must be inerted and positive pressure kept at any time. Tanks oxygen content will be checked upon arrival by Terminal Representative and readings must be below 8% and positive pressure must be kept at any time. No vapor return line is fitted at any jetty or wharf.
- Tank ullage pipes, hatches and lids must be kept closed during operations. Mast riser, PV valves, high velocity valves or any venting equipment must be in auto mode, never manually locked in open or closed condition.
- Samples will be taken using approved closed system devices. Gas cargo operation sampling is not allowed during ship's stay alongside Repsol Terminal.
- Cargo tank entry for sweeping is completely forbidden while alongside. For another purpose tank entry, Port Authority and Terminal authorization must be obtained via agent.
- Air conditioning intakes must be opened at minimum to keep positive pressure inside the accommodation and prevent flammable or toxic gases entry.
- Never rely on a shore stop. This will not exonerate the responsibility and clean-up expenses if your cargo or bunker overflows.
- All jetties have installed emergency shut-down devices locally operated. For loading operations, an emergency shut-down device will be placed on board to be activated, if needed, by vessel's crew.
- During ship's stay alongside, she must be ready to sail, so any repair is forbidden unless, Terminal manager authorization has been requested and granted. No work will compromise the ship's state of readiness.
- Cargo/discharge plans must be calculated to maintain at least the 30% of their summer deadweight at any time during operations.

Terminal loading product typical specifications

Products	UN number	MARPOL category	Typical flash point	Flammability limits		Typical density @ 15°C (g/cm ³)
				LEL	UEL	
ATMOSPHERIC RESIDUE	3082	ANNEX I B	82.0 °C	1.30%	6.00%	0.9612
BITUMEN	3257	ANNEX I B	>290 °C	N/A	N/A	1.0329
BUTANE	1965	N/A	-75.90 °C	1.59%	9.37%	0.5872
CALCINED PETCOKE	N/A	N/A	N/A	N/A	N/A	0.860 (S.F.) ⁽²⁾
CATALYTIC CRACKED NAPHTHA	1268	ANNEX I B	<0 °C*	0.80%	5.00%	0.6880
DECANTED OIL	3082	ANNEX I B	70 °C	1.30%	6.00%	1.0607
DIESEL OIL	1202	ANNEX I B	68 °C	1.30%	6.00%	0.8614
ETBE	1179	ANNEX II cat. Y	-19 °C	2.00%	15.00%	0.7485
ETHANOL	1170	ANNEX II cat. Z	12.8 °C	3.30%	19.00%	0.7884 (@ 25°C)
FUEL OIL	3082	ANNEX I B	86.0 °C	1.30%	6.00%	0.9705
GASOLINE	1203	ANNEX I B	-46 °C	1.40%	7.40%	0.7375
GREEN DELAYED PETCOKE	N/A	N/A	N/A	N/A	N/A	1.250 (S.F.) ⁽²⁾
HEAVY NAPHTHA	1268	ANNEX I B	<20 °C	0.80%	5.00%	0.7412
KEROSENE	1223	ANNEX I B	41.0	0.70%	5.00%	0.7830
LIGHT CICLE OIL	3082	ANNEX I B	62.5 °C	1.30%	6.00%	0.9285
LIGHT NAPHTHA	1268	ANNEX I B	<20 °C	0.80%	5.00%	0.6775
MTBE	2398	ANNEX II cat. Z	-10 °C	N/A	N/A	0.7467
PROPANE	1965	N/A	-107.5 °C	2.37%	9.50%	0.5095
PROPYLENE	1077	N/A	-108.0°C	2.00%	11.00%	0.5219
SULPHUR IN BULK	N/A	N/A	N/A	35 g/m ³	1400 g/m ³	1.200 (S.F.)
ULTRA LOW SULPHUR DIESEL	1202	ANNEX I B	60.8 °C ⁽¹⁾	1.30%	6.00%	0.8311
VACUUM GASOIL	3082	ANNEX I B	100 °C	6.00%	13.50%	0.9203

⁽¹⁾ ULSD flash point may be lower or higher than 60 °C. Your trader will advise about inerting requirements.

⁽²⁾S.F. stands for Stowage Factor

Crude Oil Washing

- Prior to arrival, Port Authority warrant must be obtained via agent before any C.O.W. operation can be commenced.
- C.O.W. Operation Manual checklist must be satisfactorily filled up before, during and after C.O.W. operation.
- Associated C.O.W. equipment, including IGS plant must be fully operational.
- C.O.W. operation will be supervised on board by Terminal surveyor.
- C.O.W. instruction delivered by Terminal representatives on arrival, must be signed, stamped and followed during washing operation.

Tank cleaning, inerting & gas freeing operations

- Tank cleaning, inerting & gas freeing operations are strictly forbidden while alongside Repsol Terminal facilities.

Gas carriers gassing up operations

- Gassing up operation request must be submitted to Repsol Terminal via pre-arrival questionnaire. Requested cargo quantity for cool down will be supplied and vessel will proceed outside port limits for gassing up. Once cool down has been completed, vessel can proceed alongside for loading.
- Nitrogen supply is available for inerting operations of gas free gas carriers.

Terminal staff supervision

- Terminal representative, in consultation with Ship's Master, will suspend all cargo operations and/or disconnect loading arms/hoses in case of adverse weather or thunderstorms.
- Any Repsol Representative shall have the right to board any vessel at any time to ensure that Terminal regulations are being observed and will suspend operations if there's any unsafe situation.

Ex-proof, no smoking and hot work permit policy

- Electrical equipment to be used on hazardous areas must be certified and clearly marked as ex-proof.
- Use of naked lights, open fires, non-approved flashlights, torches, radio and TV sets, cellular phones, as well as changing of batteries is prohibited in hazardous areas.
- Window type air conditioning units are strictly forbidden.
- Smoking in the terminal is strictly prohibited. Ship's designated smoking rooms will be registered in the ship/shore safety check list. Only safety matches may be used in designated smoking areas.
- Only no-sparking tools are to be used in hazardous area.

VHF, AIS, main radio aerials & radars

- VHF & AIS must be shift to low power (1W) or switched off if it's not possible to operate them in low power.
- Main radio aerials must be earthed on arrival.
- Radars must be switched off once vessel approach jetty and during ship's stay alongside and switched on only for departure.

Bunker supply

- IFO 380 & MGO supplies are available at all jetties (contact Repsol Bunker Department: bunkerspain@repsol.com).

Dirty ballast & cargo slops discharge

- Marpol Annex I class A & B slops & some Annex II slops (ETBE, MTBE, ethanol, methanol, hydrotreated vegetable oil & crude vegetable oil) may be discharged to Repsol Terminal facilities.
- Heavy weather ballast may be discharge ashore if cargo residues within seawater meet previous requirements (Annex I A & B and some Annex II).
- Terminal authorization must be obtained via pre-arrival questionnaire, defining composition & providing composition cargo MSDS.
- Marpol Certificate will be issued by Terminal & stamped by Port Authority.

Another Marpol residue disposal

- Port Authority certified Marpol residue receivers can be requested via agent.
- Barge will proceed alongside your vessel once Port Authority and Terminal authorizations have been guaranteed.
- Barge approach is not allowed concurrently during light products (flash point lower than 60°C), gases or some types of crude oil transfers. In these cases approach will be done before or after connection/disconnection.
- Trucks and conventional containers may be used for wharf operations.

Fresh water, stores, spares & another supplies

- Fresh water supply is available at all jetties and may be requested to Terminal via pre-arrival questionnaire. Wharf water supply may be requested via agent.
- Same as residues, stores, spares or (Luboil) may be delivered by barge.
- Barge will proceed alongside your vessel once Port Authority and Terminal authorizations have been granted.
- Barge approach is not allowed concurrently with transfer of light products (flash point lower than 60°C), gases (LPG & Propylene) or crude oils with °API higher than 27.5. In these cases approach will be done before or after connection/disconnection.
- Deliveries by truck can be requested via agent for wharf operations.

Terminal services fees

Fresh water €/m ³	Slops €/m ³	Dirty ballast €/m ³	Shore gangway €	Bunker
1.90	20.00 Minimum charge 2,000 €	2.00 Minimum charge 2,000 €	2,000	bunkerspain.trading@repsol.com

Terminal security regulations

- Terminal security measures such as gate control or attended video surveillance are in place on a 24/7 basis as per ISPS requirements.
- Any vessel calling Repsol Terminal must declare on her pre-arrival form, ISPS required information. Terminal security level is LEVEL 1, otherwise update will be sent through appropriate mean.
- Ship's gangway must be kept attended at any time and visitor data must be recorded. Stores, spares and any other potential treat must be checked thoroughly.
- Ship's agent must provide a complete list of expected visitors, technicians, company superintendents and/or signing on/off crewmembers to Terminal security department. Any person has to be able to identify themselves prior to enter the Terminal area. Cars and luggage random checks can be carried out by guards at the main gate or at the terminal areas in application of ISPS code.

Pollution avoidance

- Any dirty ballast, such as heavy weather ballast filling cargo tanks, must be declared on Terminal pre-arrival questionnaire, and may be discharged ashore if Terminal Managers allow so.
- Master and his crew must ensure ballast water is completely free of contamination prior to start discharging overboard. Ballast tanks overflow is strictly prohibited.
- Any contaminated water such as bilge or grey water is not allowed to be discharge overboard into port waters. Certified receiver services are available and can be requested via agent.
- All scuppers & deck openings must be kept closed and watertight proved. Unplugged scuppers must be monitored and closed after rain water drainage.
- Oily or dirty water on deck or rain water must be checked prior to be drained overboard through the scuppers. Dispersants or detergents use is completely forbidden.
- Any oil leakage into port waters must be reported to the terminal and all operations immediately stopped. Masters will ensure that an effective lookout of the surrounding waters is performed.
- SOPEP/SMPEP plans endorsed by recognized authority must be in place and associated equipment must be kept ready to use at any time during cargo operations.
- Repsol Terminal jetties are equipped with permanent oil booms, sufficient sorbent materials or oil recovery skimmers.
- Excessive smoke from vessel's funnel and/or soot blowing is strictly prohibited by local authorities.
- Any vessel anchored or moored within La Coruna port limits (including Ares anchorage) must use only less than 0.1% sulphur content fuels to drive their main engines, auxiliary engines and/or boilers.
- Local authorities will impose heavy fines in case of deliberated or negligent actions leading into any contamination affecting local environment.

Firefighting

- Ship's firefighting equipment, including main and emergency fire pumps & portable extinguishers shall be kept ready for immediate use. At least two fire hoses at fore and aft parts of manifold must be deployed ready for immediate use.
- In case of any emergency within Repsol Terminal limits or so close to be a potential treat, alarm will be notified via VHF CH 67.
- If there's a fire ashore or on board another vessel, all cargo transfer and ballast operations must be stopped immediately, vessel must be ready for immediate departure, hoses and/or arms must be disconnected and wait Terminal Representative or Port Authority instructions.
- Terminal escape routes will be established in case of emergency ashore or on board, if need to do so. Ship's lifeboats may be an option if it's the safer way to leave dangerous area.
- If a fire is detected on board your own vessel, inform Terminal via VHF CH 67, stop all cargo transfer, start fire contention and prepare vessel to leave the berth.
- Repsol Terminal facilities are equipped with continuous gas & fire detection and automatic extinguishing systems in all tanks, pipe racks and pumping stations. Furthermore, all berths are protected with remote controlled water/foam monitors, hoses and hose connections and water nozzles protecting jetty structures.
- In addition to the previous, Refinery firefighting equipment and firemen will assist Terminal staff. Two chartered tugs are continuously ready for emergency purposes.

Limiting Weather Conditions for Operations

San Diego wharf		Jetty #1		Jetty #2	
Wharf heading	310°	Jetty heading	310°	Jetty heading	322°
Transversal wind	NE 30 kn / SW 30 kn	Transversal wind	NE 30 kn / SW 30 kn	Transversal wind	NE 30 kn / SW 30 kn
Longitudinal wind	SE 40 kn / NW 40 kn	Longitudinal wind	SE 40 kn / NW 40 kn	Longitudinal wind	SE 40 kn / NW 40 kn
Swell	0.30 m	Swell	0.30 m	Swell	0.40 m
Jetty #3		Jetty #4		Langosteira wharf	
Jetty heading	052°	Jetty heading	052°	Jetty heading	118°
Transversal wind	NW 30 kn / SE 30 kn	Transversal wind	NW 30 kn / SE 30 kn	Transversal wind	As per Harbour Master Office
Longitudinal wind	SW 40 kn / NE 40 kn	Longitudinal wind	SW 40 kn / NE 40 kn	Longitudinal wind	As per Harbour Master Office
Swell	0.50 m	Swell	0.50 m	Swell	As per Harbour Master Office



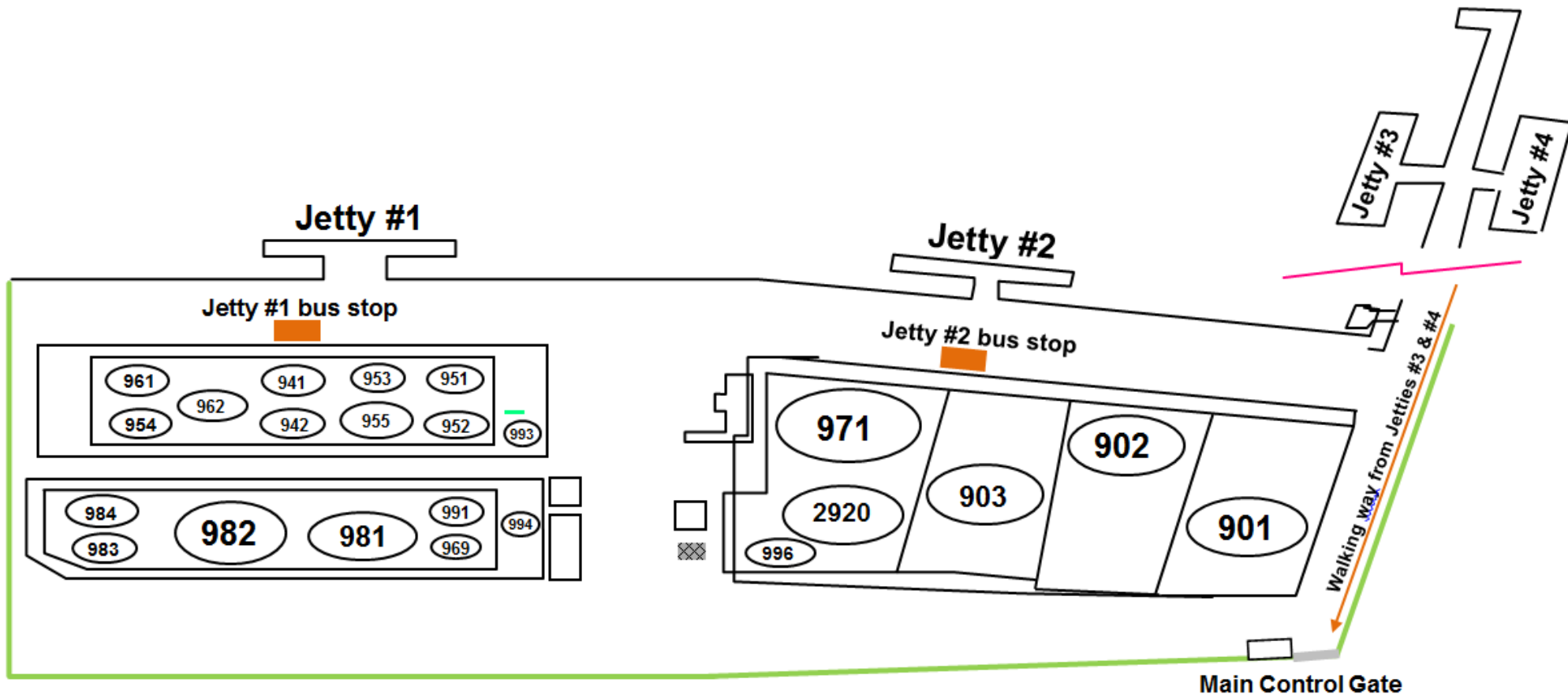
Port live meteorological links

cma.puertocoruna.com/intranet/instrumentacion/Meteo/imEstacion553.aspx

<http://cma.puertocoruna.com/intranet/instrumentacion/Ocenaografia/Mareografo/oMareografo.aspx?Mareografo=Cor>

Rules for access and transit through the terminal

- Walking through the Terminal outside authorized areas is strictly forbidden. Only crew of vessels berthed on jetties #3 and #4 are allowed to leave the Terminal by walking to the Main Control Gate.
- The bus will run at half past every hour through jetty #1 and jetty 2 bus stops.
- Shore passes will be handled to your crew on arrival and no one is allowed to leave the vessel without it. A crew list must be at the main control gate before any crew member leaves the Terminal.
- If the bus service is required at any time outside the established time table, it must be requested by the Master with the adequate anticipation and will be invoiced for the ship's account.



Bus departure schedule

00:30 01:30 02:30 03:30 04:30 05:30 06:30 07:30 08:30 09:30 10:30 11:30 12:30 13:30 14:30 15:30 16:30 17:30 18:30 19:30 20:30 21:30 22:30 23:30