In order to efficiently attend your vessel during cargo operations we need information prior to your arrival at Vopak Terminal Europoort. Please submit the Pre Arrival Questionnaire and the included ISGOTT 6 checklist below asap, but definitely not later than 24 hours prior to arrival at Vopak Terminal Europoort.

# INFORMATION REQUIRED BEFORE BERTHING

**Loading vessels:**

1. **Vessel name & call sign:**
2. I.M.O. registration number:
3. ETA of vessel:
4. Does vessel comply with latest OCIMF “Recommendations for Oil Tanker Manifolds and Associated Equipment:
5. Height of manifold from waterline (before and after loading) in metres:
6. If applicable, is inert gas system fully operational?: (Yes/No)
7. Last cargo:
8. Product to be loaded:
9. Requested loading quantity from terminal (in mtons & m3):
10. Loading rate (in m3/hr) vessel can accept:
11. Draft on arrival and after loading in meters:
12. Displacement in mtons: on arrival/after loading:
13. Distance in metres (min.+ max.) between Vapour Return manifold and preferred Cargo Manifold:

min-fwd:

max-fwd:

min-aft:

max-aft:

1. H2S (vapour) in cargo tanks (PPM’s):

**Discharging vessels:**

1. **Vessel name & call sign:**
2. I.M.O. registration number:
3. ETA of vessel:
4. Does vessel comply with latest OCIMF “Recommendations for Oil Tanker Manifolds and Associated Equipment:
5. Height of manifold from waterline (before and after discharge) in meters:
6. If applicable, is inert gas system fully operational?: (Yes/No)
7. Product(s) to be discharged:
8. Quantity to be discharged (in mtons & m3):
9. Vessel discharge rate (in m3/hr) to Terminal:
10. Draft on arrival and departure in meters:
11. Displacement in mtons: on arrival/after discharge:
12. Actual cargo temperature in degrees Celsius:
13. Cargo flashpoint (tested according to ASTM D93 method B for fuel oil).
14. H2S (vapour) in cargo tanks (PPM’s):

**Additional Notes (please confirm below):**

[ ]  Jetty VP1 is equipped with ANSI coupling connections fitted by studbolts (loading arms + vapour return)

.

[ ]  Jetties VP3/VP4: are equipped with ANSI claw coupling connections (loading arms + vapour return).

[ ]  Jetty VP2 is equipped with DIN claw coupling connections (loading arms).

[ ]  Jetty VP2 is equipped with ANSI coupling connections fitted by studbolts (vapour return)

[ ]  The vessel is at all times responsible for supplying and installing the correct reducers, as communicated by Vopak to the agent prior to berthing.

[ ]  Only steel reducers allowed and one (1) per manifold connection (aluminium not permitted).

[ ]  The loading arm needs to be properly supported and the support of the loading arm need to be on the drip tray.

[ ]  The reducer has to be mounted by ships personnel.

[ ]  During board to board operations vapour return hoses are mandatory.

[ ]  VP3 is a K3 jetty. Vessels empty of K1 product must be declared gas free prior to arrival. This is done by signing this pre-arrival questionnaire.

[ ]  A Vessel (partly) empty of CPC Blend as previous cargo is not accepted and therefore the vessel will not be accepted to berth at Vopak Europoort

[ ]  **(Only for crude discharge vessels) Vessel requires Crude Oil Washing for this cargo. Note that terminal reserves the right to approve/ reject COW request and COW procedure will be agreed on during ship/shore conference.**

[ ]  Please read / download the Terminal Information Booklet

<https://www.vopak.nl/system/files/Terminal_Information_Booklet_rev.7.pdf>
 **(pls copy this link to your internet browser)**

**The vessel’s Master hereby declares that the above information is correct and understood, that the loading vessel (if applicable) is stench (smell) free upon arrival and meets the requirements stated in the latest version of the Port Bye-laws for Rotterdam.**

Masters name and signature: Date:

**PRE-ARRIVAL CHECKS – ISGOTT 6 SHIP SHORE CHECKLIST PART 1A & PART 1B**

We request you to fill in part 1A & 1B (if applicable) attached on the next page and send this back to:

europoort-cs@vopak.comandeuropoort.planning@vopak.com

**ISGOTT Checks pre-arrival Ship/Shore Safety Checklist**

|  |
| --- |
|  |
| Part 1A. Tanker: checks pre-arrival |
| Item | Check | Status | Remarks |
| 1 | Pre-arrival information is exchanged (6.5, 21.2) | [ ] Yes |   |
| 2 | International shore fire connection is available (5.5, 19.4.3.1) | [ ] Yes |   |
| 3 | Transfer hoses are of suitable construction (18.2) | [ ] Yes |   |
| 4 | Terminal information booklet is reviewed (15.2.2) | [ ] Yes |   |
| 5 | Pre-berthing information is exchanged (21.3, 22.3) | [ ] Yes |   |
| 6 | Pressure/vacuum valves and/or high velocity vents are operational (11.1.8) | [ ] Yes |   |
| 7 | Fixed and portable oxygen analysers are operational (2.4) | [ ] Yes |   |

|  |
| --- |
|  |
| Part 1B. Tanker: checks pre-arrival if using an inert gas system |
| Item | Check | Status | Remarks |
| 8 | Inert gas system pressure and oxygen recorders are operational (11.1.5.2, 11.1.11) | [ ] Yes |   |
| 9 | Inert gas system and associated equipment are operational (11.1.5.2, 11.1.11 | [ ] Yes |   |
| 10 | Cargo tank atmospheres’ oxygen content is less than 8% (11.1.3) | [ ] Yes |   |
| 11 | Cargo tank atmospheres are at positive pressure (11.1.3) | [ ] Yes |   |

**Please send this questionnaire to:**

europoort-cs@vopak.com and europoort.planning@vopak.com