

Terminal Information Booklet Uddebo Oil Terminal





Contents

| | | |
|-----|--|----|
| 1 | Contacts | 1 |
| 2 | General..... | 2 |
| 2.1 | Order of priority | 2 |
| 3 | Quay information | 2 |
| 3.1 | General quay information..... | 2 |
| 3.2 | Products..... | 2 |
| 3.3 | Mooring..... | 2 |
| 3.4 | Hose coupling | 2 |
| 4 | Before the call | 3 |
| 4.1 | Ship | 3 |
| 4.2 | Depot | 4 |
| 5 | Service information..... | 4 |
| 5.1 | Pre-transfer conference | 4 |
| 5.2 | Safe operations requirements | 4 |
| 5.3 | Delivery of waste | 4 |
| 5.4 | Drinking water | 5 |
| 6 | After the call..... | 5 |
| 7 | Health, safety and security..... | 6 |
| 7.1 | Personal protective equipment (PPE)..... | 6 |
| 7.2 | General code of conduct | 6 |
| 7.3 | Terminal access..... | 6 |
| 8 | Emergency action..... | 8 |
| 8.1 | Emergency shutdown (ESD) | 9 |
| 8.2 | Actions in the event of leaks..... | 9 |
| 8.3 | Evacuation..... | 9 |
| 9 | Pollution prevention | 10 |
| 10 | Applicable terminal regulations | 10 |



Version: 1.0
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1 Contacts

| Luleå Hamn AB (SELLA 0017) | |
|---|--|
| Uddebo Oil Terminal <i>Quay personnel</i> | Telephone +46(0)70 329 40 18 Radio UHF channel 1 E-mail uddebo.oljehamn@portlulea.com |
| <i>Boatman/quay personnel on call</i> (To be contacted regarding mooring personnel or if quay personnel do not respond.) | Telephone +46(0)70 325 40 23 |
| Port authority <i>Port facility security officer (PFSO)</i> | Telephone +46(0)920 45 68 04 |
| <i>Official on call</i> | Telephone +46(0)70 325 12 87 E-mail lulea.hamn@portlulea.com Website http://www.portlulea.com/ |
| Tugs <i>Duty tug</i> | Telephone +46(0)70 325 96 07 |

| | |
|---|---|
| Luleå pilot station | Telephone +46(0)77 163 06 20 Radio <i>VHF channel pilot ordering: 11</i> E-mail northcoastpilot@sjofartsverket.se Website https://www.sjofartsverket.se/ |
| St1 terminal | Telephone +46(0)70 331 55 44 |
| LKAB terminal | Telephone +46(0)70 331 24 46 |
| In case of emergency (ICE) <i>(ambulance, fire brigade, police)</i> | Telephone 112 |



2 General

Uddebo Oil Terminal is open around the clock, seven days a week, except for a number of major public holidays (detailed information can be found in the [Port of Luleå Tariff](#)). A special agreement can be made for these major public holidays where necessary. In such cases, contact the port authority in good time before calling at the terminal.

The port area is fenced and under CCTV surveillance. The gate is locked and unmanned.

2.1 Order of priority

The basic principle is that the vessel first arriving at the pilot station is taken in to the terminal. Vessels are taken in to the quayside when unloading/loading is to commence and depart when a pilot is in position after finishing.

Waiting vessels are in the first instance assigned an anchorage but in special cases can be allocated a temporary berth. The port facility security officer of the Port of Luleå will make decisions to depart from the order of priority or grant permission to berth before or after loading/unloading.

3 Quay information

3.1 General quay information

The terminal has two quays, Quay 1 and Quay 2. Information about [water depth and maximum draught at quays and in fairways](#) can be found on the Port of Luleå website.

| Dimensions of the quay (Quay 2) | Metres |
|---------------------------------|--------|
| Top of the quay from MSL | 2.80* |
| Bottom of the quay from MSL | 1.10* |

*reference RH2000.

| Quay | Position* |
|--------|--------------------------|
| Quay 1 | 65°33'0.2"N 22°13'43.1"E |
| Quay 2 | 65°33'2.6"N 22°13'29.6"E |

*reference WSG84.

3.2 Products

Liquid bulk.

3.3 Mooring

Vessels must not be moored at the terminal without the permission of the port authority. [Mooring plans](#) for Quay 1 and Quay 2 can be found on the Port of Luleå website.



Version: 1.0
Date: 2020-11-04

Mooring personnel are available at the terminal (quay personnel). Details of prices and how to order mooring service can be found in the Port of Luleå Tariff. If wire cable mooring is planned, a special permit is required from the Port of Luleå's port facility security officer.

Gangway

Tankers moored at the terminal are obliged to provide a suitable gangway to enable safe access between vessel and shore, complete with safety net.

3.4 Hose coupling

After mooring, quay personnel will provide hoses for loading and unloading. The hoses are pressure-tested in accordance with ISGOTT and are designed for the purpose.

Quay personnel are responsible for the hoses being connected to and disconnected from the vessel's manifolds at the quay.

The hose length is 16 m (20 m for Jet-A1). Further technical information can be obtained on request from the Port of Luleå port facility security officer.

Adapters

If there is a need for adaptation, it is the vessel's responsibility to provide and connect ISGOTT-approved equipment (for example reducers).

4 Before the call

4.1 Vessels

All vessels intending to call at or pass through the Luleå port area must provide a vessel notification no later than 24 hours prior to arrival. In consideration of the time taken for the vessel's voyage or other circumstances, the port authority may permit a shorter notification period.

The MSW file must be sent by e-mail to uddebo.oljehamn@portlulea.com and lulea.hamn@portlulea.com at the time of vessel notification or separately no later than 24 hours prior to arrival.

Updated arrival information should be sent regularly by e-mail to uddebo.oljehamn@portlulea.com.

Exchange of information - pre-arrival

The vessel must, no later than 24 hours prior to arrival, send information in accordance with Annex 1 *Pre-Arrival Exchange of Information – Ship to* uddebo.oljehamn@portlulea.com.

Tug provisions

Tugs are provided by the Port of Luleå. More information about [tug provisions](#) can be found on the Port of Luleå website.



Version: 1.0
Date: 2020-11-04

Pilot

The National Maritime Administration's pilots are the only pilots who may be engaged for piloting assignments within Swedish maritime territory.

Vessels arriving via the Sandö fairway are boarded at Farstugrunden, position 65°20.028'N 22°46.173'E (unless otherwise agreed).

Vessels arriving via the Sandgrönn fairway are boarded off Rödkallen, position 65°18.135'N 22°19.124'E.

Conditions for vessels calling at or departing from the Port of Luleå can be found on the National Maritime Administration website.

4.2 Depot

No later than 24 hours prior to arrival, the depot must send information in accordance with Annex 2 *Pre-Arrival Exchange of Information – Depot* to uddebo.oljehamn@portlulea.com.

5 Service information

5.1 Pre-transfer conference

The unloading/loading master, surveyor and cargo officer on the vessel must, in a pre-transfer conference,

- decide on the maximum permitted cargo transfer speeds,
- fill in a *Ship/Shore Safety Check-List*,
- decide on a primary means of communication.

The unloading/loading master must inform the quay personnel and on request provide them with a safety data sheet for the goods concerned.

Communication between vessel and quay

Quay personnel will provide the vessel with UHF radio for communication during the port call (channel 1).

5.2 Safe operations requirements

Unloading/loading must cease in the following cases:

- Average wind speed above 25 m/s.
- Thunderstorm in the immediate vicinity of the terminal.

If the ship's master, unloading/loading master or the representative of the port authority consider the prevailing conditions to pose a danger to safety, the unloading/loading should be stopped and connections detached.

5.3 Delivery of waste

The Port of Luleå will receive all waste that vessels need to deliver ashore on the following conditions:

- 1) The waste has arisen in the ship's normal operation during the voyage from the previous port in accordance with the *no-special-fee* system.
- 2) The waste must have been notified to the port authority in the MSW file at least 24 hours before arrival.

Other waste that has arisen in other ways, for example in repair works, will be received at cost (see routine [Waste and sludge management, procedure and conditions](#) on the Port of Luleå website).

Waste must not be delivered until the quay personnel have been informed and the waste has been separated in accordance with the brochure *Waste Management Uddebo Oil Terminal*.

The port will check whether the waste is correctly separated. The vessel will be charged additional costs resulting from incorrect waste management.

Hazardous waste

Containers holding hazardous waste that is delivered to the reception point must be tightly sealed and suitable for the waste. The containers must also be durably labelled with the following details:

- Contents
- Name of vessel
- Date

If a container does not have any labelling, quay personnel can provide labelling tags.

Sludge

The vessel must order collection by the supplier no later than 24 hours before collection is requested. More information can be found in the routine [Waste and sludge management, procedure and conditions](#) on the Port of Luleå website.

5.4 Drinking water

Drinking water is available at the quay. An agreement on connection to the drinking water line must be made with the quay personnel prior to arrival. Water supply must be ordered in the *Pre-Arrival Exchange of Information*. Price information can be found in the Port of Luleå Tariff.

6 After the port call

The owner of the cargo must e-mail the cargo notification to the port authority. The name and ATD of the ship must be stated on the subject line.

The unloading/loading master must hand over a copy of the *Ship/Shore Safety Check-List* to quay personnel.

7 Health, safety and security

7.1 Personal protective equipment (PPE)

Personal protective equipment in work on quay/within terminal.



A lifejacket must be worn in mooring and in other work on the quay. Exceptions are permitted if it is evidently unnecessary.

7.2 General code of conduct



The working environment must be free of drugs and alcohol in all work ashore and on board at Uddebo Oil Terminal. Persons suspected of being under the influence of alcohol or drugs will be refused entry to the terminal.

Smoking is prohibited throughout the port area.

Photography is prohibited as a general rule.

7.3 Terminal access

Crew may go ashore on the quay and, after notifying quay personnel, proceed to the waste collection point only to deliver waste.

Entry to and exit from the terminal must be notified in advance and be piloted by a local agent in the first instance. Assistance will alternatively be provided by Port of Luleå personnel. This applies both to crew changes and to other travel in and out. Contact the quay personnel by communication radio or telephone in good time before entry and exit are to take place. If necessary, a temporary key card can be signed for and collected from quay personnel. There may be a wait for this assistance, depending on other work in progress.

7.3.1 Taxis

Taxis do not have permission to enter the port area. In the event of a change of crew, the taxi is guided in and out by Port of Luleå personnel, see Figure 1. Note that this applies only in the event of a change of crew. For other orders, passengers are collected or dropped off by taxi outside the gate.

Taxi companies that have read and noted the area regulations can be granted a permit to collect/drop off crew members. The following taxi company is currently permitted to collect/drop off crew members.

- Luleå Taxi, telephone +46 (0)920 10 000.



Figure 1. Taxi route.

8 Emergency action

| ACTION SHIP | |
|--|--|
| Emergency on your ship | Emergency on another ship or ashore |
| <ul style="list-style-type: none"> • Raise the alarm • In case of fire, fight fire and prevent from spreading • Inform terminal • Cease all cargo/ballast operations and close all valves if discharging. If loading only close valve after terminal advice it is safe to do so, after stopping their pumps. • Stand by to disconnect hoses • Bring engines to standby | <ul style="list-style-type: none"> • Raise the alarm • Stand by, and when instructed: • Cease all cargo/ballast operations and close all valves • Disconnect hoses • Bring engines and crew to standby, ready to unberth |
| ACTION ASHORE | |
| Emergency on a ship | Emergency ashore |
| <ul style="list-style-type: none"> • Raise the alarm • Contact ship • Cease all cargo operations and close all valves • Stand by to disconnect hoses or loading arms • If necessary, stand by to assist fire fighting • Inform all ships in the vicinity • Implement terminal emergency plan | <ul style="list-style-type: none"> • Raise alarm • Cease all cargo operations and close all valves • If required, stand by to disconnect hoses • Implement terminal emergency plan |
| In case of fire, do not hesitate to raise the alarm | |
| <p>In Case of Fire</p> <ol style="list-style-type: none"> 1. Sound one or more blasts on the ship's whistle, each blast of not less than ten seconds duration supplemented by a continuous sounding of the general alarm system. 2. Contact the terminal. | |
| <p>Quay +46(0)70 329 40 18 UHF/VHF channel 1</p> <p>Official on call Uddebo +46(0)70 839 40 23</p> | |

8.1 Emergency shutdown (ESD)

Arrangements at Quay 1 or Quay 2 do not include a remote means of stopping shore transfer pumps. In the event of an emergency, the Terminal must be advised immediately by UHF radio or other mutually agreed communication equipment and stating 'Emergency Stop'.

8.2 Actions in the event of leaks

In the event of leaks, the following actions must be taken immediately:

- Pumping is stopped.
- Valves are closed on the ship and quay.
 - Call 112.
 - Begin clean-up with available clean-up material/equipment.

8.3 Evacuation

Evacuation plan.

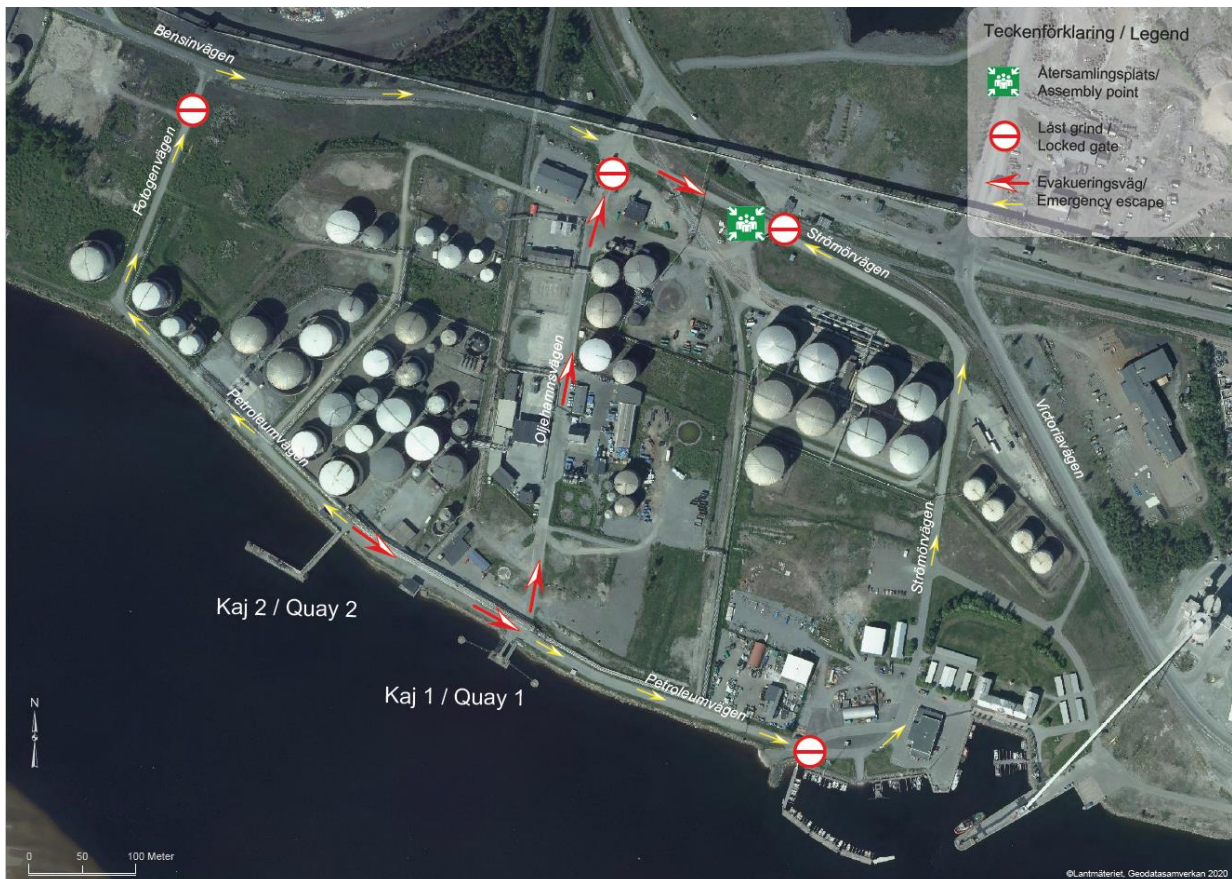


Figure 1. Main evacuation route - red arrows. Secondary evacuation route - yellow arrows.



Version: 1.0
Date: 2020-11-04

9 Pollution prevention

Noise and odour from the ship's operation, machinery, fans and similar, as well as the ship's cargo, must be minimised when the ship is in the Luleå port area.

Only clean ballast water may be released into the Luleå port area. If oil pollution is discovered or suspected, it is the responsibility of the ship's master to make sure that pumping out is discontinued immediately.

10 Applicable terminal regulations

Repair and maintenance work must not be performed during loading or unloading at the terminal.