

PORT INFORMATION GUIDE AL RUWAIS PORT 2018









PORT INFORMATION GUIDE **AL RUWAIS PORT 2018**

INITIATED BY

IN ASSOCIATION WITH



SUPPORTED BY









GENERAL INTRODUCTION

This book has been written for Masters of seagoing vessels, shipping lines, shipping agents, publishers of nautical information and any other party that needs nautical information.

LEGAL DISCLAIMER

While every effort has been made for the accuracy of all information, AL RUWAIS Port Authority will not take any responsibility for any errors, exceptions or omissions.

CONTACT PORT

AL RUWAIS PORT, AL RUWAIS-QATAR PO BOX 313 DOHA QATAR AL RUWAIS VTS: +974 4045 3600

E-MAIL: alruwaisvts@mwani.com.qa

Lo-Code: QA-HMD

CONTACT PERSON FOR PORT INFORMATION

Harbour Master

Phone: +974 4045 3422

E-MAIL: a.mabrouk@mwani.com.qa

WEBSITE OF THE PORT

www.mwani.com.qa

WEBSITE LINK OF THIS DOCUMENT

www.mwani.com.qa

REMARKS ABOUT THE PORT INFORMATION GUIDE

Should you have any remarks about AL RUWAIS Port Information Guide, please address them to alruwaisvts@mwani.com.qa, with subject: Remarks on Port Information Guide AL RUWAIS Port

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Marine Form/Permits

Record of corrections

Date	Page		Correction subject	Source
06-11-2018	All	Initial Publication		Harbour Master Office

1 Foreword Harbour Master



1.1 **GENERAL**

Welcome to Al Ruwais Port, Northern gateway to Qatar.

Al Ruwais port is located on the North coast almost 100km from capital of State of Qatar-Doha.

Geographical position of Al Ruwais port is 26° 08.6 N 051° 12.4 E. Al Ruwais port is managed by MWANI QATAR.

Al Ruwais Port is a small commercial port mainly handling vessels bringing in live stock and perishable goods

MWANI QATAR is committed to deliver smooth handling, safe and environmentally friendly operations, highest security standards for all vessels calling at the port. We are consistently striving to serve our National as well as International customers with clear vision. Ready for today's and tomorrow's demand.

1.2 **AL RUWAIS PORT**

This commercial port can be use by various type of small vessel. Port is excepting Landing crafts, General Cargo, Bulk, Livestock, and Offshore Supply Vessel & port.

Al Ruwais port is a shallow-water port in Qatar and can accommodate vessels up 100m LOA (case-by-case approval by Harbor Master) and draft 4.8m. Vessel with LOA 80m can enter and leave the Port at any time.

B. NO.	Length of Berth	DEPTH	HEIGHT	Bollard Distance
1	512 M	7.0 M	2.70 M	22.6 m
2	141 M	7.0 M	2.70 M	7.60 m
3	290 M	7.0 M	2.70 M	7.60 m
4	200 M	7.0 M	2.70 M	7.60 m
5	230 M	7.0 M	2.70 M	7.60 m
6	51 M	7.0 M	2.70 M	7.60 m
7	60 M	7.0 M	2.70 M	7.60 m
8	151 M	7.0 M	2.70 M	7.60 m

PART I INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

EMERGENCIES 1.3

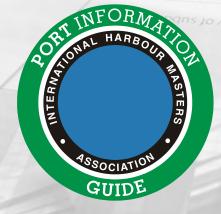
The Harbour Master's Department has invested time and resources into the development of robust emergency response plans to ensure that emergencies are responded to in an efficient and timely manner.

We are proud of our port and Harbour and value feedback on the maritime aspect of your visit, allowing us to continuously improve the services we deliver.

We hope that you have a safe and pleasant visit to AL RUWAIS PORT.

CAPT ASHRAF IBRAHIM MABROUK HARBOUR MASTER NOV 2018

2 Contact information and regulations



PART I INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

2.1 GENERAL

The Harbour Master's Office is the primary point of contact for the authority. The Harbour Master has delegated the VTS Team as the initial point of contact In case of fire, accident, dangerous situation or disturbance affecting safe and efficient navigation in the port or environmental protection of the waters of the port, the VTS Team is available round the clock to take action with the help of Port Safety and Security department.

No vessel shall moor or anchor without approval of the authority, the vessels can only moor or anchor at such places and in such a manner as directed by the port authority.

Where the owner or person in charge of a vessel in the port is not available, refuses, or neglects to obey any order to move the vessel, the authority may, at the expense of the owner of the vessel:

- Take possession of and remove the vessel
- · Use any means of force reasonably necessary to move the vessel
- Order Harbour tugs to move the vessel
- · Moor or anchor the vessel at any place satisfactory to the Authority

The VTS Office is located in the Administration Building and is manned during working days from Sunday to Thursday between 0700 and 1500, duty officer is Available 24/7 at control room on call at +974 4045 3600.

2.2 CONTACT INFORMATION

Vessel Traffic Management Services (VTMS) for Marine Communications and Traffic Services to communicate with, and monitor the movement of vessels in the port.

All vessels in the Harbor or transiting the Port Limit should monitor the VHF channel used for the respective area as per the Marine communication and Vessel traffic Service Zone regulations.

VTS Station

Administration Building Phone: +974 40453600

VHF: Ch- 13 & Ch- 16, Call Sign AL Ruwais VTS

Email: alruwaisvts@mwani.com.ga

Port Facility Security Officer (PFSO)
Phone: +974 70202011 (24-hour number)

Office: +974 40453388

Postal Address: PO Box 313, Doha , Qatar

Email: h.a.almaqeef@mwani.com.qa

2.3 RULES AND REGULATIONS

MWANI QATAR was established in 2009 under decree law no 17 for the year 2009.

Maritime and Marine Protection Rules are statutory instruments, developed by Mwani.

Mwani Qatar Ports Regulation are set to contribute to safe, efficient and environmentally responsible use of the port and port facility. Al Ruwais port standards and procedures for safe navigation, maritime operations, emergency response, marine protection, and health and safety of people. Many rules and regulations are based on the International Ship Safety Conventions such as "Safety of Life At Sea" (SOLAS), MARPOL conventions, the Dangerous Goods Code" (IMDG code) promulgated by the "International Maritime Organization" (IMO) and national regulations are drawing to the main rules and regulations of Al Ruwais Port in addition to local regulations that are applicable only in Al Ruwais Port.

The Masters of the vessels are required to comply with the Mwani Qatar directions, which are primarily concerned with the Waterside of Port operations.

The Port rules have been designed to address the Mwani Qatar Power in respect of operations on the land of each Port. The company also issues guidance in the form of standards, codes of practice and handbooks, which provide port users with the example of how to achieve best practice.

Nothing contained herein shall be construed as relieving the Master of any Vessel from his responsibility for the safety of the Vessel under his command.

The Port reserves the right at any time, to alter, change or amend any or all of the provisions contained in these Regulations and in the "Conditions of Use" with or without prior notice.

Detailed Port Rules and Regulations are available at Mwani Website.

2.4 APPLICABLE LAWS

- a- National Laws of Qatar, including but not limited to,
- Law No. 15 of 1980 "Qatar Maritime Law 1980" as amended.
- Law No. 30 of 2002 "Environment Protection" as amended.
- Decree law (29) for the year 1966 organizing Qatar's marine ports
- Decree law (6) for the year 2014 establishment of board for Qatar Ports Management Company, "Mwani Qatar"
- b- IMO Conventions acceded to by Qatar, Follow the link to obtain updated information on status of conventions.
 - https://www.imo.org/en/About/Conventions/StatusOfConventions/Documents/status-s.xls
- c- ILO Code of Practice "Accident prevention on board ship at sea and in port, as amended.
- d- ILO Code of Practice "Safety and health in ports, 2005" as amended,
- e- ILO Occupational Safety and Health (Dock Work) Convention 1979, No 152.

Nothing in these Regulations shall be constructed as over-riding or contradicting:

- a- The Laws of the State of Qatar
- b- The provisions of international and/or regional regulations as amended;
- c- The practice of good seamanship.

2.5 ACCOMMODATION DOORS AND WINDOWS

All external doors, windows and portholes are to remain closed during the vessel's stay within the Port. The outermost doors to the accommodation block, engine-room and motor-room should preferably be fitted with self-closing devices.

2.6 AUTOMATIC IDENTIFICATION SYSTEM (AIS)

All vessels in Qatar Territorial waters to be equipped with AIS as per MOTC circular 25 for the year 2015.

Masters shall ensure that all the manual input data has been updated accordingly.

2.7 ANCHORING

Vessel arriving Al Ruwais Port but not clear to enter port shall request for anchoring dedicated anchorage (see BA 2523, 3790 and Local chart). Vessel shall maintain continuous listening watch on VHF 16/13 for clearance/berthing/sailing instructions.

2.8 ANCHORS

The anchors are to be unlashed and ready for letting go during transiting the Channel and maneuvering within the Port. Once the Vessel moored, the bow stoppers are to be placed on the chain with the pins removed, so that they can be lifted; clear of the chain in case of an emergency.

2.9 ARREST

No agent/s, consignee/s or supplier/s has the right to arrest a ship whilst in the Port without having a Court order.

2.10 BERTH SCHEDULING

Scheduling of provision of Marine Services is arranged in consultation with the Port operations team, taking into consideration their agreed schedules and any other factors at the sole discretion of the Port.

2.11 BUNKER TANK OPENINGS

All openings to bunker tanks must be closed and gas tight apart from those openings designed and installed as the bunker tank ventilating system.

PART I INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

2.12 CARGO OPERATIONS

Port operation team has its procedures and rules that it follows.

The Port reserves the right to control the loading, unloading and handling of all cargo imported, exported or in transit through the Port. Any casualty or deviation from standard operating procedures that Port operations has posted should be reported immediately to Port Control (VTS) on Ch-13/16.

2.13 GENERAL CARGO – STEVEDORING

- a) Mwani Port operation carries out stevedoring services in Al Ruwais Port.
- b) Masters of vessels calling at the Port must ensure that the cargo handling equipment onboard is certified/tested as per ILO No: 152 and is in good working order for cargo loading/unloading.
- c) Ship-owners are to ensure that the crew are qualified and experienced in the safe and efficient handling of such cargo, Following conditions apply
 - All cargo operations to be carried out are at the vessel's Owner and/or charterer's risk and remain their responsibility.
 - II. Failure to comply with the above will result in the Vessel being refused entry to the Port.
 - III. It is mandatory that all cargo, either import or export, shall be fully cleared through customs and any other required formalities completed before a vessel will be granted entry to the port.

Port Authority reserve the right to cease cargo work on any vessel where;

- Cargo working conditions are considered unsafe until the vessel has taken
- measures to render the situation safe Ш
- Port Authority reserve the right to remove vessels that, in Port Management's III.
- Opinion, are not able to work productively from the port to make way for other IV. waiting vessels and shall only re-berth such vessel when there is a suitable window of opportunity

2.14 CHANGE OF FLAG/CLASS/CREW/OWNER/OPERATOR

The Port does not allow vessel/s to call Al Ruwais Port for any reasons except for cargo bound or for export from Al Ruwais Port. Permission to change of Flag, Class or Crew can be granted by the Port Authority for vessels calling for cargo operations after documents review.

Owners upon fulfilling the new requirements of Flag/Class change are then requested to submit a copy of all the new certificates for review and approve by the Port prior departure.

Vessel's Owners and Operators shall ensure that the new joiners are familiarized with all operational and emergency procedures in accordance to the vessel's Safety Management System.

Vessels Owners and/or operators are to ensure that the following shall remain on board from the old crew until the vessel has cleared Mishut buoy outbound.

Deck side: Master + Chief Officer or one deck officer + one seaman

Engine Side: Chief engineer + one engineer + one oiler

2.15 CHARTS/ECDIS & NAUTICAL PUBLICATIONS

"All ships irrespective of size shall have;

Nautical charts and nautical publications to plan and display the ships route for the intended voyage and to plan and monitor positions throughout the voyage, and ECDIS may be accepted as meeting the chart carriage requirement."

Vessels visiting the Port must have on board a sufficient range of the latest Hydrographic Charts & publications relevant to the area.

These charts & Publications must be up to date with the Notices to Mariners and other notices promulgated for the area.

Required charts for Al Ruwais port are: Chart BA 2523 & 3790

If vessel supplied with ECDIS, "All ships, irrespective of size, shall have back-up arrangements to meet the functional requirements of subparagraph .4, if this function is partly or fully fulfilled by electronic means". – SOLAS

2.16 COLLISION/GROUNDING/LOSS OF ANCHORS AND DAMAGE

Any incident, Collision, near miss, running aground, loss of anchor/s or parting of chains, whilst anchored, or in any way out of control or in situations that may endanger the safety of shipping, within the Port limit must be reported to Port Control (VTS) with the vessel details (name, position and nature of situation).

Any damage caused to the berth or any of the installations or to any object or vehicle on the quayside or any spillage of material or liquids that may cause pollution or damage to the environment must be reported to Port Control immediately.

2.17 COMMUNICATION

All communications shall be in English language.

All communication between Port Control (VTS) and Vessel to be through VHF Ch-16 and Ch-13.

2.18 CONDITION OF ACCEPTANCE

Vessels

The Master and owners of each Vessel utilizing the Port shall ensure that such Vessel, and its Master, officers and crew, comply with all applicable laws which are in force, including by-laws, rules, regulations and/or ordinances enacted or issued by a competent authority and the "Conditions of Use" (hereinafter called "applicable laws").

Vessels nominated for the Port can operate within the Limitations of the berth, loading facility, and mooring equipment, as set forth in these Regulations.

It is the responsibility of the Master, Owners, and operators of each Vessel nominated to ensure the safe conduct of its operations at the Port, and to ensure that the Vessel meets the following requirements:

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- a) Vessels shall comply with all relevant international rules, regulations, and Classification society rules.
- b) Vessels shall have on board a Master and sufficient officers and crew trained and qualified in accordance with the relevant provisions of the International Convention on Standards of Training, Certification and Watch keeping for Seafarers 1995, amended 2010, and any subsequent amendment, where applicable. In all cases, the training qualifications and experience of the Vessel's staff shall be appropriate for the safe conduct of the loading or discharging operations being conducted at the Port and the nature of the products being handled.
- c) Vessels shall have and retain onboard sufficient personnel with good knowledge of the English language to enable operations to be carried out safely and efficiently and to maintain immediate and reliable ship/shore communications on operating matters and in emergencies.
- d) Vessels shall have on board a complete and valid set of certificates including Statutory and Class Certificates. A Certificate of Fitness is required in the case of all Vessels carrying liquefied gases in bulk, together with a General Arrangement plan showing the layout of the Vessel in the English language.
- e) Valid Certificates of Competency for all appropriate personnel in accordance with the law of the state in which the Vessel is registered are also required.
- f) The Port and the relevant Terminal representative shall have the right to inspect the Vessel to ensure that all relevant certificates and documents are in place to ensure compliance with the Port and Terminal Regulations.
- g) Vessels shall vacate the jetty as soon as loading or discharging operations are completed, or at any other time as so directed by the Port Authority.
- h) The Port reserves the right to require the Vessel, on completion of loading, to proceed to the anchorage to await cargo documents.
- i) The Port shall, at its own discretion, have the right to suspend or cease cargo operations and may remove any Vessel from the Port.

Neither the Port, nor its servants (in whatsoever capacity they may be acting), shall be liable for any direct or indirect costs and expenses incurred by a Vessel, its owners, operators, charterers, or agents because of a refusal to load or discharge all or part of a nominated shipment, delay to or suspension of loading or discharging, or a requirement to vacate the berth.

Each Vessel owner, operator, charterer whose Vessel calls at the Port and each owner or agent of cargo handled there at and each contractor or subcontractor whether individual, person, firm or corporation as a condition to receiving services at the Port, hereby agrees to indemnify and hold harmless the Port, any of its agents, servants or employees and any other person, firm or corporation engaged by the Port to furnish labor, materials or equipment relating to the services provided, from and against all losses, claims, demands and suits for damages including court costs and council fees, for deaths or personal injury or property damage that may be imposed upon the Port or

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any of its agents, servants, employees or contractors by any such Vessel owner, operator or charterer or such cargo owner or their agents or employees or contactors or subcontractors or any other third party as a consequence of such services received at the Port.

Supply Vessels

The Master and Owners of each Vessel utilizing the Port shall ensure that such Vessel, and its Master, Officers and Crew comply with all the Port applicable laws that are in force, including Mwani Ports Regulation, rules and/or ordinances enacted or issued by a competent authority and the "Conditions of Use" (hereinafter called "applicable laws").

It is the responsibility of the Master, Owners and Operators of each Vessel intending to use the Port, to ensure safe conduct of its operations and crew, and to ensure that the Vessel meets the following requirements:

Vessel shall have aboard a Master and sufficient Officers and Crew trained and qualified in accordance with the relevant provisions of the International Convention on Standards of Training, Certification and Watch Keeping for 1995, as amended 2010 and any subsequent amendment, where applicable.

Vessel shall have and retain onboard sufficient personnel i.e. Master or chief Officer and Chief Engineer or 2nd Engineer and fifty (50%) percent of the compliment always with a good knowledge of the English language, to enable operations be carried out safely and efficiently and to maintain immediate and reliable ship / shore communications on operating matters and in emergency situations.

Where applicable, supply vessels shall have on board a valid Qatari Work Permit and Trading certificate issued by MOTC.

Tug and Barge

Towage of barges into and out of the port will not be allowed until the following conditions have been met to the satisfaction of Port Authority:

- The barge is loaded according to the stability booklet.
- The cargo on the barge has been loaded and stowed under Master supervision and responsibility.
- The barge is loaded in accordance to the requirements of the Stability booklet (wherein the load condition is in accordance to the loading conditions as stipulated in the stability booklet).
- The Cargo is stowed properly and that the barge has positive stability for all stages of the voyage.
- All barge manholes covers and other deck openings are properly secured and watertight prior to departure load port.
- The hull integrity of the barge is intact and that no water ingress or list is observed.
- Safe access shall be provided for the tug and barge upon berthing.
- The vessel meets the max. 2M apart fender requirements on both sides.
- The tug shall have onboard the latest Navigation Charts for the AL RUWAIS Port and approaches as well as the latest Notice to Mariners.
- Pilot ladder as per relevant regulations. Safe gangway with a properly secured safety net for accessing the tug and barge.

PARTI INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

- Lights and shapes, which comply with international regulations for collision prevention at sea.
- The loading marks of a Barge shall not be submerged at any time during a voyage or on arrival.
- No tow shall be undertaken with the tow line led directly to a set of bitts.
- The towing operations shall be conducted in a safe manner to ensure safety at sea, prevention of loss of human life, avoidance of damage to the environment and to property and in accordance with the following IMO Recommendations and quidelines:
 - a) Resolution A.765(18) on Guidelines on the safety of towed ships and other Floating objects, including installations, structures and platforms at sea;
 - b) MSC/Circ.884 on guidelines for Safe Ocean Towing.

2.19 CONDITIONS UNSUITABLE FOR PILOT BOARDING OR **PILOT SERVICES**

Pilots will not undertake or continue pilotage (if already on board) and will shift the vessel to safe ground under following circumstances:

- Main engine power /performance not satisfactory to negotiate channel bends safely.
- Ships steering system not satisfactory to negotiate channel bends safely.
- Ships anchor not clear and available for anchoring.
- Pilot boarding arrangements not in compliance with IMO guidelines.
- Competency of ship's master or crew not acceptable.
- Incorrect ships details (draft, vessel main engine power etc.).
- Poor bridge team management and lack of passage monitoring.
- Updated and corrected latest BA Charts not on board.
- Vessel not ready for taking pilots.
- Pilot advice not being accepted.
- Any other condition as stated in deficiency note.

Pilot will then issue deficiency note with any of the above point, and it has to be signed by the vessel's master.

2.20 DENSITY

The relative density of seawater in AL RUWAIS port is 1030. However, no "Dock water Allowance" should be made when calculating the departure draft as the density of water in the region of shallowest depth may be less than in AL RUWAIS Port Area, especially during a flood tide.



2.21 DOCUMENT OF COMPLIANCE FOR THE CARRIAGE OF SOLID BULK CARGOES

All ships carrying solid bulk cargoes in general and dangerous solid bulk cargoes are required to have a valid certificate of "Document of Compliance for the Carriage of Solid Bulk Cargoes "available on board, with the attached list of cargoes that the vessel is suitably equipped for and allowed to carry on board. In addition, the cargo loaded on board should be stated in the Certificate.

2.22 DRAFT AND TRIM

Arriving and departing vessels shall have their propeller(s) submerged and have a reasonable stern trim. The trim should not exceed 2.5m.

2.23 EXEMPTION AND PERMITS

Port Authority is empowered to grant exemptions from specific regulations, the practices and procedures on a case by case basis or in emergencies receiving a well-motivated presentation in sufficient time to access the merits of the application.

The authority may grant exemptions to. Any request for exemptions must be made in writing to; Mwani-harbor.master@mwani.com.qa

Port Authority reserves the right to grant or refuse any permit without explaining their decision.

2.24 FLAGS AND SIGNALS

It is mandatory for all Vessels to fly their national flag and the national flag of the State of Qatar when navigating within the territorial waters of State of Qatar, from sunrise to sunset. In addition, Vessels shall always, comply with the International Code of Signals and display flags, shapes and lights as required by the International Regulations for the Prevention of Collision at Sea. (Colreg)

2.25 FUNNEL DISCHARGES

The vessel's funnel and exhaust pipes must be equipped with spark arrestors to eliminate flying sparks. Soot blowing and excessive funnel smoke is strictly prohibited.

2.26 IMMIGRATION / TRANSIT

Immigration / transit facilities for arriving or departing ship personnel are available through vessel's agent.

2.27 IMMOBILIZATION OF MAIN ENGINE AND MAIN ENGINE REPAIRS

The main engines of all Vessels within Port Limits shall always be kept ready for use within the shortest possible notice. Repairs or any other work related to vessels Main engine, which may render the vessel incapable of maneuvering under its own power, is not permitted. In cases of breakdowns that effect the Vessel's readiness to

PART I INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

maneuver, the Port may agree to allow emergency repairs to be carried out on the condition that adequate safety and precautionary measures are undertaken by the Vessel including hiring sufficient number of tugs.

The Port reserves the right to shift the Vessel to another berth for such repairs and costs for any such precautionary measures will be on the vessel's account.

2.28 INCIDENT REPORTING

Each Port User shall report to Port Authority any incident involving Health and Safety Security and environmental Incident. All Incidents must be reported as soon as possible by any available means and follow the Harbour Master's direction.

2.29 INSURANCE

Port users must maintain insurance to cover their vessels' equipment, cargo and all of their activities at the Port, including third party liability insurance and employee compensation insurance cover for "Hull and Machinery" and "P&I" or provide selfinsurance sufficient to cover any and all liabilities under the Port regulations and all other Applicable laws.

The P&I Club entry certificate should cover the Collision, Wreck Removal, Pollution and Damage to fixed and floating objects.

2.30 LOWERING OF LIFEBOAT / DRILLS/EXERCISES

Vessels are permitted to lower their lifeboats or rescue boats up to water level only. Vessel are permitted to try out the lifeboats or rescue boats engine at stowed position. Approval from port authority must be obtained prior to lowering the lifeboat.

VTS must be informed prior to lowering and upon completion of the exercise. Vessel alongside the berth may undertake drills without lowering of lifeboats. In all cases of drills or exercises, Master of the vessel shall notify VTS. Prior to any such safety drills or exercises, vessel shall obtain approval from the responsible terminal operator.

2.31 LOAD-LINES

Any ship staying in the port must ensure that it does not submerge its load lines. Any ship that has submerged its load lines during loading shall immediately take remedial measures, if failed, departure will be prohibited.

The Gulf area is in the Tropical Zone.

The Arabian Sea outside the Gulf area is Seasonal Tropical between 01 September and 31 May each year. Outside of these dates (Jun-Aug), it is a Summer Zone.



2.32 PORT AUTHORITY BOARDING VESSEL

Port Authority may board any vessel for compliance to safe cargo/marine operations as well as other routine safety aspects of vessel's stay at berth.

2.33 PORT TARIFF

AL RUWAIS Port Tariff is available on Mwani Website.

2.34 INSPECTIONS

Port Regulation inspection: The Port reserves the right to inspect vessels for the compliance with National, Regional, International codes and conventions and for the Port regulations. Therefore, during the vessels stay in port, the vessel may be visited by port officials representing the AL RUWAIS Port, for inspections and checks on standards for cargo handling and regulations, such as port rules and requirements. The ship's management is responsible for ensuring that officials have access to all relevant ship's certificates, documents and facilities. Restraining Port Officials from performing their duty will result in vessel being removed from port at vessel's full expense besides imposition of other punitive measures as deemed appropriate by the Port.

2.35 PORT CLEARANCE

Every vessel wishing to leave the Port and proceeding to a port outside or inside Qatar is required to obtain Port Clearance issued by the Port Authority.

The Port Authority for any violation may keep a Port Clearance on hold for any Vessel to the provisions of the Laws and Regulations, or for any legal cause or restraint duly ordered by the Court in the State of Qatar, or for non-payment of Port charges.

2.36 PORT CONTROL (VTS)

The Port Control (VTS) is working 24 hours/day for any assistance on VHF Ch-13/16 and by Phone on +974 40453600.

Masters are encouraged to contact 'Port Control' should they have any concerns or be in doubt as to the operational requirements of the Port.

All movements within the Port Limits are subject to the permission of the Port. Any Vessel wishing to enter, leave, or move within Port Limits should seek the permission of 'Port Control' on VHF channel 13/16 before moving.



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2.37 PORT SERVICES

Only services provided or authorized by the Port shall be utilized within the Port Area. No third-party services, equipment or facilities shall be allowed within the Port Area without obtaining operational permit from Port Authority.

2.38 PORT WORKING HOURS

The Port working hours are 24 x 7 for commercial activities and arrangement for required services.

The Office Hours are Sunday to Thursday between 0700 to 1500Hrs excluding Public holidays.

2.39 PRE-ARRIVAL INFORMATION

ETA to be given at least 48 hours prior arrival, with notification of variations more than 4 hours within the last 24 hours. Such notices should come via the Agent.

Within (3) hours of arrival, Vessels should contact "Port Control" by VHF via channel 16 or 13.

For Vessels operating within Qatari waters, pre-arrival notices are required to be sent to Port control via VHF or via the vessel's Agent, at least 24 hours prior arrival.

Vessel will not be allowed to enter port limits without pre-arrival.

ETD/Shifting Notice:

All vessels shall, through their agents, provide notice of their ETC or shifting time at the latest 6 then 3 and 1 hour prior to completion of loading/discharge and shall update such notice as and when it becomes apparent that the estimate time has changed by more than one hour. Vessel should request the pilot through the agent and confirm ready to sail one hour before ETD through VTS channel 13.

2.40 PROHIBITED AREA

A prohibited area enclosed by the pecked lines as shown on chart 2523 and 3790 has been established. Masters of all vessels are prohibited from entering, anchoring or fishing within this area unless permission has been granted by Ruwais port VTS.

2.41 PROHIBITED ACTIVITIES

No person within port limits may conduct an activity of the following:

- To endanger a person's health or harm port's, ships, property and Security or safety.
- Interfere with ship traffic, navigation, towage, maneuvering, berthing or mooring.
- Obstruct any land or water area; hinder or obstruct an authorized activity.
- Setting off a flare or other navigation, buoy, mooring, float, picket, mark or sign, casting adrift a ship, log-signaling device.
- Placing or operating a light or day marker
- Placing, altering, removing or relocating an aid or other object, building, placing, rebuilding, repairing, altering, moving or removing any structure.
- Causing a fire or explosion or setting off fireworks.

PART I INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

- Conduct blasting.
- Placing a bill, sign or device, distributing circulars, leaflets or advertising materials.
- Selling or offering for sale goods or services.
- Swimming, fishing, running, walking, diving or sailing in the port area.

Persons breaching above-mentioned regulation are liable to face prosecution.

2.42 PUBLIC HOLIDAYS

Qatar follows the Islamic Calendar for religious holidays.

EID Al-Fitr and Eid al-Adha are the two main holiday periods.

December 18, Qatar National Day.

Every second Tuesday of the month of February, National Sports Day

However, the port operations and Marine services department are working 24 x7 hrs. During the Public holidays.

2.43 RAT GUARDS

All vessels arriving to Port and berthing alongside any berth shall ensure rat guards are in place and ship's staff monitor their effectiveness during routine deck rounds.

2.44 RAZOR WIRE

Vessel rigged with razor wires in way of main deck railings, stairways from main deck up to bridge deck for the protection from pirates may be left rigged in position if it does not obstruct or interfere with the following;

- Pilot Boarding Areas.
- Mooring areas for safe Mooring Operation.
- Tug Boat Operation Area.
- All of them Exit Routes from Accommodation, including Navigation Bridge to Survival Craft, Emergency Headquarters and Emergency Generator Room.
- In safe Operation during loading/discharging.
- Use of all lifesaving appliances and fire-fighting equipment.

2.45 RESPONSIBILITY FOR DAMAGE TO FACILITIES

All users of the Port, including vessels, their Owners or their agents, stevedores, contractors and subcontractors shall be responsible for any damage/s whatsoever and howsoever caused resulting from their use of berths, premises or any of the Port facilities or of equipment provided by the Port. Damage shall include any pollution or other forms of harm to the environment.

Port Authority reserves the right to repair, or otherwise request to be repair, or remove pollution and/or rehabilitate the environment, all such remedial measures shall be at the expense of such users, agents, contractors or subcontractors.

The Port may detain any vessel or other watercraft responsible for such damage until a suitable form of guarantee is furnished to cover the cost of the repair/s, clean up or rehabilitation.

2.46 RESTRICTIONS

All vessel movements in the AL RUWAIS port should be suspended whenever the visibility reduces to less than 500 m or wind speed exceeds 25 knots, the actual decision to berth or un-berth a vessel depends on prevailing conditions which can only be assessed by the Pilot and the Master.

Weather Parameter

Wind (Harbour/Channel) NW/SE > 25 knots Visibility (Harbour) 0.5 nm Visibility (Channel) 1.0 nm

2.47 RIGHT OF WAY

Deep Draught vessels have the right of way.

2.48 OVERBOARD VALVES

Overboard discharge valves on the bilge should be firmly closed and locked. Where the indicated valves are hydraulically powered then a suitable means of preventing accidental operation shall be arranged.

During the Vessel's stay in the Port, all overboard discharge valves shall be monitored to ensure that no polluting substances are released.

Water discharges (e.g. cooling water) shall not be directed onto or over the terminal.

2.49 SHIPSIDE DE-RUSTING AND PAINTING

De-rusting or painting of ship's hull is not permitted.

Painting of vessels name, port of registry or IMO number at stern or load line marks may be granted under exceptional case, but upon approval and permission form Port Authority.

2.50 SHIP TO SHIP TRANSFER

The ship-to-ship transfer of cargo, bunkers, water, stores, provisions or any other materials and equipment, in the Port, or within the Port Limits is strictly prohibited without the written permission of the Port Authority. Approval from Coast Guard is required (if the vessel is at anchorage).

2.51 STORES, FRESH WATER, BUNKER (MGO) FUEL, PROVISIONS AND SPARE PARTS

AL RUWAIS Port being the upcoming developing Port provides such facilities to those vessels, which are engaged in operation at AL RUWAIS Port. Provisions and stores can

PARTI INTRODUCTION, CONTACT INFORMATION AND REGULATIONS

be supplied at anchorage and at some selective berths, whereas fresh water and MGO can only be supplied alongside at some selective berths via road trucks.

Supply and delivery shall be concurrence with cargo operation or if the delivery of spares or provision is required at anchorage, area the agent can request Port Marine Units service.

2.52 SHIP STABILITY

All vessels calling, sailing or at AL RUWAIS Port must always have positive and safe stability.

2.53 TELEPHONE SERVICES

No telephone service is available at berth or terminals.

2.54 TOWAGE SERVICES FOR BERTHING

All towage operations within the Port Limits shall be performed by tugs provided by the Port Authority. Tugs lines are used during normal towing operations.

Recommended Minimum Tuas:

Number of tugs to be deployed as minimum as per below recommendation Certain vessels which are equipped with bow thruster and/or high efficiency maneuvering devices may be exempt from the compulsory use of tugs, but one tug will be required to attend the vessel, both on berthing and un-berthing,

Tug assignment as per the Harbour Master's instruction unless vessel request more tugs

Above protocols are always subject to the individual pilot's assessment of the prevailing conditions at the time and the pilot may require additional tugs, his decision shall be final and binding on the vessel

2.55 TUG STAND-BY

Any request for the services of a stand-by tug or additional tugs shall be directed through 'Port Control' on channel 13/16.

The scale of charges for tug services is mentioned in the Port Tariff.

2.56 UNAUTHORIZED CRAFT

No unauthorized vessel or watercraft can enter any terminal or to come alongside or Remain alongside in port. The authorization for any craft going alongside any vessel at the terminal must be obtained from the Port Authority. Operators of these craft shall be familiar with safety rules and regulations applying to the vessel and the terminal.

2.57 UNDERWATER INSPECTION/CLEANING

Under water diving/inspection:

- "No objection" from Port Authority for vessels intending to carry out underwater diving/inspection when required.
- Vessel can obtain approval of underwater inspection from Port Authority through their agents.
- Diving and underwater inspection may only be carried out once the Port has issued the "Permit to work".
- The Port shall be informed when the work is commenced and completed.

Underwater Cleaning:

Underwater hull and propeller cleaning, is not permitted within the AL RUWAIS Port limit

 Underwater hull and propeller cleaning may be carried outside the boundaries of the AL RUWAIS Port limits after obtaining necessary approval from appropriate State authority.

2.58 UNLAWFUL CONDUCT:

No Port User shall engage in any unlawful conduct.

2.59 VESSEL AGE LIMITATION

There is no age limitation to vessels calling AL RUWAIS Port. All vessels calling AL RUWAIS Port shall abide by latest rules and regulations applicable to that type of vessel.

2.60 VIOLATIONS AND OFFENCES

The Port may render each Port User liable to fines and/or sanctions for the relevant Offence within the application of these Regulations.

The Port User must pay any fine levied by the Port in accordance with this regulation

2.61 PERMITS

All vessels are allowed to carry out ancillary services listed below by obtaining approval from Port Authorities using appropriate permits/forms available on Mwani Website.

- Hot Work
- Garbage/Sewage Disposal
- Oil/Sludge Transfer
- Engine Immobilization
- Life/Rescue Boat Lowering
- Painting
- Diving

3 Arrival and Departure Checklists



3.1 **GENERAL**

Every vessel either in or seeking to enter the port is subject to the orders of the port authority in respect of its entry, departure, draft, berth, anchorage, location, speed, direction and means and method of movement, whether or not such orders are issued through or by AL RUWAIS VTS.

For a quick reference of when and what to report please consult the checklists mentioned below.

3.2 **ARRIVAL CHECKLISTS**

All commercial vessels and all pleasure crafts that are proceeding to an anchorage or terminal within the port, should give as much notice as possible of arrival and ETA by submitting all required documents.

Other arrival requirements are outlined in the checklist below.

S.No.	Time	Report	То	Ву
1	ETA 48 hours to AL RUWAIS Port	Pre Arrival Notification reports and vessel documents	AL RUWAIS VTS	Email
2	ETA 24 hours to AL RUWAIS Port	Firm ETA to Pilot Station	AL RUWAIS VTS	Email
3	ETA 3 hours to AL RUWAIS Port	Confirm vessel ETA to AL RUWAIS Fairway Buoy	AL RUWAIS VTS	VHF Ch-13
4	ETA 1 hour notice	Confirm ETA to AL RUWAIS Fairway buoy	AL RUWAIS VTS	VHF Ch-13

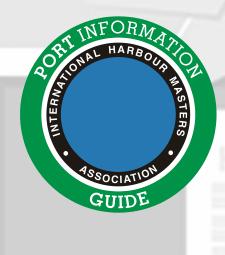
3.3 **DEPARTURE CHECKLISTS**

All the vessels alongside AL RUWAIS port should give update of their cargo completion to AL RUWAIS VTS.

Other departure requirements are outlined in the checklist below.

S.No.	Time	Report	То	Ву
1	ETC 12 Hours	1 st update on estimated time of cargo completion	AL RUWAIS VTS	VHF Ch-13
2	ETC 6 Hours	2 nd update on estimated time of completion	AL RUWAIS VTS	VHF Ch- 13
3	ETC 3 Hours	3 rd update on estimated time of completion	AL RUWAIS VTS	VHF Ch- 13
4	ETC 2 Hours	Vessel Agent to process all departure documents and clearance	AL RUWAIS VTS	By Email
5	ETD 1 hour	Vessel agent to book departure Pilot	AL RUWAIS VTS	By Email and Phone

4 Notification



PART II NOTIFICATION, DOCUMENTATION AND REPORTING

4.1 GENERAL

Masters of vessels arriving at, staying in or departing from the port are obliged to make previous notification on a variety of subjects as outlined in this section.

4.2 HEALTH

Vessels with individuals suffering from a communicable disease, or have been in close contact with someone with a communicable disease, are obligated to inform the vessel agent prior to arrival in State of Qatar, who in turn is obligated to inform Port Authority.

All other International Health regulations apply.

4.3 IMMIGRATION

All crewmembers that have cleared customs and immigration formalities are permitted to proceed ashore after receiving shore pass.

Any passengers onboard will be required to clear customs and immigration formalities at the same time as the rest of the crew.

Passengers may proceed ashore subject to the same restrictions as crew.

Immigration / transit facilities for arriving or departing ship personnel are available through vessel's agent.

4.4 CUSTOMS

Customs Officers board the vessels on arrival either in port or at anchorage. Ships Masters are required to produce the following documents:

- · Ship's Bonded Store List
- Cargo details
- · Cargo documents

4.5 ETA

Vessels are required to inform AL RUWAIS Port (through the nominated local marine agents) by Email of their E.T.A. at AL RUWAIS Fairway Buoy at least 48 hours before arrival and confirm the ETA 24 hours prior to their arrival. When within VHF range and as soon as possible vessel shall call AL RUWAIS VTS on VHF Ch. 13 or 16 and update their ETA.

Vessel documents required at least 48 hours prior arrival;

- I. Uniform Vessel Pre Arrival Notification
- II. Uniform Pre Arrival as per ISPS
- III. Uniform Waste Collection report
- IV. Ballast Water Declaration
- V. Voyage Memo
- VI. International Ship Security Certificate
- VII. Insurance coverage Letter

PART II NOTIFICATION, DOCUMENTATION AND REPORTING

- VIII. P&I Insurance certificate (Covering third party liability, oil pollution and wreck removal)
- IX. Registry Certificate
- X. Certificate of Class
- XI. International Tonnage Certificate
- XII. International Load Line Certificate
- XIII. Crew List
- XIV. Valid Towing certificate (For Combinations)
- XV. Any deficiency report

The documents in respect to cargo must be in possession of AL RUWAIS PORT authorities at least 48 hours prior to the arrival of the vessel, through agents. Vessels will not normally berth without receipt of all such documents.

First VHF Contact Ch- 13

The first contact through VHF should include the following information;

- i- ETA to AL RUWAIS Fairway buoy
- ii- Arrival draft forward and Aft
- iii- Last Port and Next Port
- iv- Cargo to discharge and load
- v- Availability of AL RUWAIS Port approach charts 2523 and 3790
- vi- Any deficiency in vessel

4.6 ETD

The vessel agent and Master must give the port control authority as much notice as possible with the intended sailing time and any revisions to the estimated time of departure. Refer to departure checklist 3.3.

4.7 SECURITY

All commercial vessels pleasure craft (subject to compulsory pilotage) that are proceeding to any terminal or anchorage within the port unless exempted by Harbor Master.

In case of any emergency or security breach noted by any port user, it has to be notified to Port Control (VTS) immediately. The Port Control will coordinate with the security departments, Fire Service and Ambulance service.

The Port Control (VTS) has a direct connection to Police department, Civil defense and Ambulance for incidents response.

4.8 DANGEROUS GOODS

Vessels carrying dangerous goods must comply with the following:

- Provisions of SOLAS Convention chapter VII Part A (CARRIAGE OF DANGEROUS GOODS).
- Provisions of International Maritime Dangerous Goods CODE (Packaging, Labeling, Segregation, DG Manifest).

4.9 WASTE

All waste removal and collection must be coordinated by the vessel's agent through Waste Collection and Transportation Services Provider permitted to carry out activities at Ports managed by MWANI QATAR including garbage, oily water/bilge fluids, grey water, black water, and hazardous material.

4.10 NOTIFICATION OF DEFICIENCIES

The Master of any vessel intending to call to AL RUWAIS Port, should inform the VTS and Pilot in advance of any special conditions, difficulties or peculiarities present in the vessel including any deficiencies to the navigation, mooring and propulsion equipment. Tug Master towing flat barges or non-propelled craft are responsible for their tows and should advise AL RUWAIS VTS on any deficiency of the tug or towed vessel. The deficiency shall be advised to the Port directly by e-mail or VHF at the first opportunity. In any case, the Master shall notify his ship Agent of the same information.

In the event of any equipment found on a vessel, whether it is boarding arrangements, navigational, mooring or engine being defective before, during or after the maneuvering, the Pilot will then bring the said deficiency to the attention of the Master through the Vessel Deficiency Notice and a Letter of Protest.

In the event of a deficiency found the Master/Pilot shall also complete an Incident Report form as provided on Port website.

Non-compliance with this requirement shall result in delay of the vessel, i.e. denied berthing or being removed from the berth. The Master/Owner/Charterer shall be liable to all dues and delays or other costs incurred for action taken by the Port for the nonconformance of this article.

4.11 NOTIFICATION OF DEFICIENCY POST ACCEPTANCE

Vessels with reported deficiency post acceptance and prior to Pilot boarding are not cleared to enter the channel. Deficiencies including but not limited to:

- a) Gyro compass failure or large error
- b) Steering system failure
- c) Main engine failure (Including part)
- d) Generator/s Failure
- e) Vessel speed less than 10 knots (+/- 1 k Pilot Discretion)
- f) Radar failure (both radars)
- g) VHF/Communication failure.
- h) Ships staff incompetency
- i) Unsafe Pilot boarding arrangements
- j) False declaration by vessel's Master or owners
- k) Ship is exceeding load line marks or port restricted draft limitation
- I) Vessel trim should not exceed 2.5m.

Such vessels are not allowed to enter the channel or sail (if located within the Port limits) until a detailed Inspection is carried by Port Authority or MOTC Marine Affairs Department (PSC Team) and the vessel is declared cleared.



5 **Documentation**



AL RUWAIS Port Authority places importance on complying with rules and regulations. Therefore the vessel could be subject to inspection by Ministry of Transport & Communications (Port State Control), To ensure smooth operations, we advise vessels to keep the following documentation and certificates (or certified copies of certificates) available at all times.

5.2 REQUIRED DOCUMENTATION, TO BE AVAILABLE AT ALL TIMES ON BOARD

- Registry Certificate
- Classification Certificate
- International load line Certificate
- Crew list
- Insurance Certificate
- International ship security Certificate
- International Tonnage Certificate
- IOPP (International Oil Pollution Prevention Certificate)
- SOPEP (Ship Oil Pollution Emergency Plan)
- Garbage record book
- Oil record book
- Document of Compliance (in respect to dangerous goods)
- **Bunkering Receipt**
- **Ballast Water Management**
- **Updated Charts**
- Cargo record book
- Civil Liability Certificate
- Continuous Synopsys Record
- Cargo Ship Safety Construction Certificate
- Cargo Ship Safety Equipment Certificate
- Cargo Ship Radio Certificate
- International Safety Management Certificate
- Minimum safe manning Certificate

6 Reporting



The Master or Agent of any Vessel heading for a Port shall, at least notify AL RUWAIS Port 48 hours prior arrival of its intended entry and movements in a Port.

Each Port User shall report to Port Authority any incident involving Health and Safety Security and environmental Incident. All Incidents must be reported as soon as possible by any available means.

6.2 ISSUES TO BE REPORTED

Issue/Event Report	То	Ву	
Navigational hazard, logs, deadheads, oil or similar pollution.	AL RUWAIS VTS	VHF Ch- 13	
Bunkering Start and Completion	AL RUWAIS VTS	VHF Ch- 13	
Repairs/Immobilizing Start and completion	AL RUWAIS VTS	VHF Ch-13	
Hotwork	AL RUWAIS VTS	VHF Ch-13	
Lowering Life and Rescue Boat	AL RUWAIS VTS	VHF Ch- 13	
Underwater inspections/Diving operation	AL RUWAIS VTS	VHF Ch- 13	
Collision/Grounding	AL RUWAIS VTS	VHF Ch-13	
Losing Anchor or chain	AL RUWAIS VTS	VHF Ch-13	
Any situation that may endanger the safety of shipping	AL RUWAIS VTS	VHF Ch-13	
Embarking/Disembarking Crew	Agent and Port Immigration	Submit required documents to immigration department	
Man overboard	AL RUWAIS VTS	VHF Ch- 13	
Fire	AL RUWAIS VTS	VHF Ch- 13	

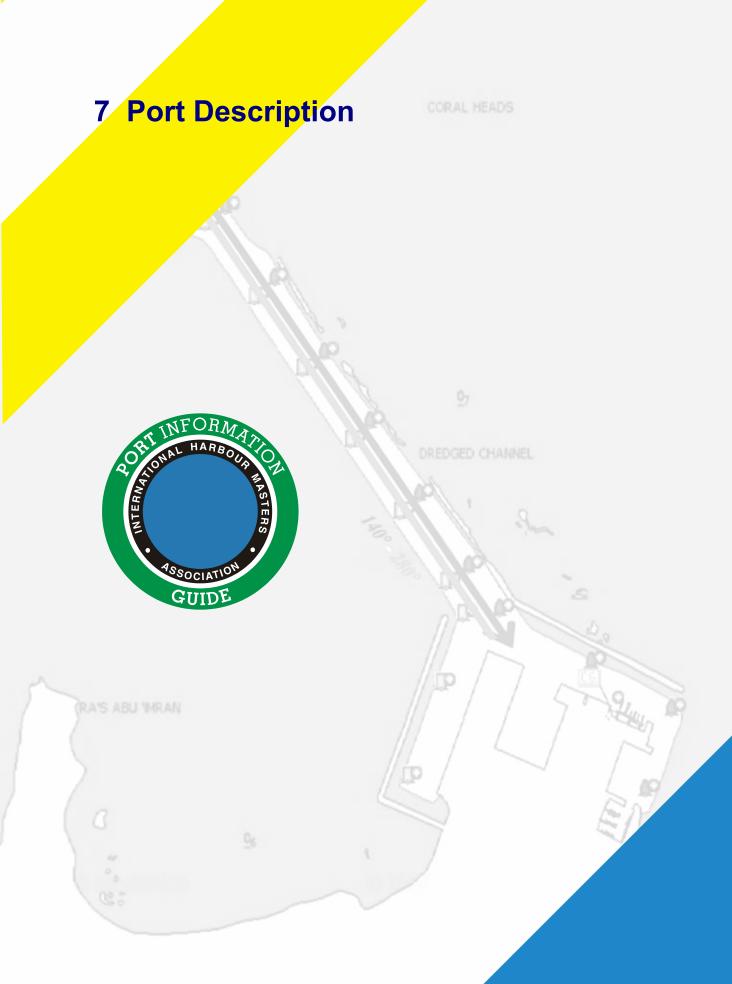
6.3 EMBARKING AND DISEMBARKING CREW AND VISITORS

• Embarking and disembarking crew and visitors should be reported to the ship agent.

6.4 STORES AND BUNKERS

- Stores and Bunkers over land should be reported by shipmaster to ship agent.
- For any activity, discharging of waste and sludge/sewage water at AL RUWAIS Port should be reported by ship master to ship agent.
- Ship agent will request/ process the application form and mention complete details with manifest by ship master to get approval from AL RUWAIS (VTS).

(All should be through a services provider permitted to carry out activities at Ports managed by MWANI QATAR)



AL RUWAIS Port is located on the North coast Qatar.

7.2 PORT LOCATION

AL RUWAIS Port is located about 100 KM North of Doha City Center.

Lat : 26° 08.6 N Long: 051° 12.4 E

7.3 PORT LIMITS

LATITUDE	LONGITUDE
26° 08.80N	051° 12.90E
26º 11.88N	051° 10.38E
26º 12.82N	051° 06.88E
26° 14.00N	051° 06.58E
26º 12.10N	051° 04.10E
26° 10.10N	051° 04.84E
26º 10.80N	051° 07.15E
26° 10.90N	051° 10.00E
26° 08.26N	051° 12.10E

7.4 MAXIMUM SIZE VESSELS

Al Ruwais port is a shallow-water port in Qatar and can accommodate vessels up 100m LOA (case-by-case approval by Harbor Master) and draft 4.8m. Vessel with LOA 80m can enter and leave the Port at any time.

7.5 TIME ZONE

Time Zone: GMT+3

7.6 WORKING HOURS

Port operation and Marine Service departments are working round the clock 24/7. The office hours are between 0700-1500Hrs.

7.7 CHARTS AND BOOKS

- BA Chart No.: 2523 & 3790
- Admiralty List of Lights and Fog Signals Vol. D 2016/17 Edition
- Admiralty Sailing Direction (Persian Gulf Pilot -NP 63 17th Edition 2015)
- Admiralty List of Radio Signals–Maritime Radio Stations (NP 281 Vol 4 2014 /15)
- Maritime Safety Information Services (NP 283 (1) Vol 3 2014/15)
- Meteorological Observation Station (NP 284 Vol 4 2014/15)

PART III PORT DESCRIPTION & NAVIGATION

- Admiralty Tide Tables Volume 3 (including Tidal Stream Tables) Latest Edition for the
- ITU List of Coast Stations, Ed. 2008
- IMO Ship's Routing 2015 Edition
- Guide to port entry 24th, 2017/18
- Admiralty Symbols and Abbreviation used on Admiralty Paper Chart (NP 5011, 5th Edition 2011)

7.8 **PILOT STATIONS**

Pilot will board the inbound vessel at FWB near the position; Lat 26° 11.29N Long 051° 10.08E

7.9 PORT INFRASTRUCTURE AND BERTHS

Port Infrastructure and berth details are available upon request from Port Control (VTS)

7.10 WEATHER AND TIDAL INFORMATION

Weather and tidal information and forecasts can be found online at Qatar Meteorology Department website: www.qweather.gov.qa

7.11 HARBOR TUGS & PILOT BOATS

	Name	M/E BHP	Bollard Pull
	MQ7	2024X2	50
Harbor Tugs	MWANI 1	608X2	13.5
	MWANI 2	608X2	13.5
	MWANI 3	608X2	13.5

8 Port Navigation



This section deals with navigation within the port. The practices and procedures in this section aim to ensure the safe and effective movement of cargo and vessels through the gateway.

8.2 SPEED

No vessel, while in the port, shall move at such a rate of speed as to interfere with safe and efficient navigation in the waters of the port including, without limitation, interference with other vessels, or to wharves, structures or works.

Every vessel or ship in the port shall at all times:

- Move at a safe speed so that she can take proper and effective action to avoid Collision and be stopped within a distance appropriate to the prevailing Circumstances and conditions
- Have due regard for towing, log loading, bunkering, diving operations and all other Vessels. Notices to Shipping and Notices to Mariners will identify works in progress and vessels are to proceed past these works at the minimum speed at which the vessel can be kept on course
- The wake and wash from a vessel or ship are not to cause a risk to the safety of life or damage to property.

8.3 **UKC**

The control depth of the navigation channel is 5m at chart datum (0.0m tide).

A minimum UKC of 10% of the static draft is required across the profile of, and up to the Boundaries of, the navigation channel.

The maximum unrestricted draft for transit is 4.8m at chart datum (0.0m tide).

Vessels with a draft in excess of 4.8m may transit subject to tidal windows. Tidal assist will increase the maximum allowable draft.

8.4 INWARD BOUND VESSELS

Vessels are required to obtain clearance to anchor at the Anchorage area. The vessels shall report passing Fairway Buoy and then after entering the channel.

Pilot will advise boarding position, speed and other requirements on VHF Ch-13.

8.5 OUTWARD BOUND VESSELS

Vessels are required to obtain clearance to proceed from the berth or anchorage location and subsequently report-entering channel and passing Fairway Buoy.

Disembarkation position of Pilot may vary and will be finalized by the Pilot and Master depending on traffic and weather condition.



8.6 SHIFTING VESSELS

All vessels when shifting must inform AL RUWAIS Port Control Radio on Ch 13, indicating where they are situated within the Harbour and where they intend to move to and at what time. AL RUWAIS Port Control will make them aware of any traffic movements likely to take place.

Except to prevent imminent hazard to the vessel or its crew, no vessel will reposition itself within the port without having a pilot onboard.

Shifting along the Berth: The maximum distance a vessel may shift without a pilot is 30 meters.

Any vessel requiring shifting along a berth for max 30 m (depending on vessel size) must submit a Service Request to Port Operation and they will request Port Control (VTS). Vessel may shift without a pilot provided:

- · Approval is received from the Terminal Operator
- The berth is free from encumbrances (i.e. cranes, gangways, etc. are moved clear)
- The master is on the bridge in overall charge
- Main engines are on standby and ready for immediate use
- Linesmen are employed
- There are two headlines and two stern lines and one spring each end under tension
- Port Control (VTS) is notified at the commencement of any shift and at its completion by VHF.

In certain circumstances, due to weather conditions, tide, current, distance of shift, characteristics of vessel or where main engines are to be utilized, the authority may require tugs and/or a pilot to be used. However, nothing in these procedures relieves the master of the vessel from his obligations for safety, following additional precautions as would be required by the normal practice of seamen or from employing a pilot and tug(s) if he so requires. These procedures are to be considered the minimum requirements for shifting.

8.7 SPACING BETWEEN VESSEL

No fixed regulation for spacing, follow instruction from AL RUWAIS Port Control (VTS).

8.8 CHANNEL AND APPROACH

Length	Depth	Width	Max. Dft.
2 Nm	5.0 m	100 m	4.8 m

8.9 REPORTING

Master and Pilot are to communicate with AL RUWAIS Port Control Tower on Ch- 13 at the reporting points to advice for position, situation and time.

In accordance with STCW 95 section A VIII/2 part 3-1 : 49 & 50 & ISM code "The Bridge team Is to continuous monitor ship's Progress proceeding according to the agreed passage plan and immediate bring to the attention of the pilot an un-Schedule deviation or nonstandard operation procedure.

8.10 VESSEL TRAFFIC SERVICE (VTS)

AL RUWAIS Vessel traffic services maintains a 24 hours continuous listening watch on VHF channels 16, and 13. Channel 13 is the Port working channel. Vessels within AL RUWAIS Port limit must keep a VHF watch on channel 13 always even when alongside. Entrance to AL RUWAIS Port by all ships is strictly regulated under the AL RUWAIS Vessel traffic services, call sign "AL RUWAIS port control". Prior to any movement in the AL RUWAIS Port Area or entry to the navigation channels, permission must be obtained from AL RUWAIS Port control. Any incident during transit must be immediately reported to AL RUWAIS Port Control (VTS).

All vessels and marine units are obliged to follow the directives of AL RUWAIS Pilot or VTS whilst moving in the Port limits whether entering, leaving or maneuvering.

AL RUWAIS VTS is equipped with Vessel Traffic System (VTS) including AIS systems and two radars that monitor all vessel movements in the approach channels and Harbour area. All vessels are tracked by radar and displays are recorded together with VHF communications and can be re-played in case of incidents.

It is mandatory for all vessels to have their AIS equipment switched on and operational before arrival to AL RUWAIS Port. Masters shall ensure that the AIS equipment is in good working order and all the static and dynamic data has been updated accordingly.

8.11 PILOTAGE

Pilotage includes channel navigation, berthing, un-berthing and shifting. Pilotage is compulsory for all berthing, un-berthing vessels within AL RUWAIS Port limit. Navigation channel pilotage is compulsory for vessels as per criteria detailed below:

- All Ports Waters are compulsory pilotage areas.
- No Vessel exceeding 24 meters in length shall enter, leave or proceed within a Port without having obtained a clearance from the Port Control (VTS).
- Unless operating under the provisions of an exemption issued by Mwani Qatar, no Vessel exceeding a length of 24 meters shall enter, leave or proceed in a Port without securing the services of a Licensed Pilot.
- Pilotage is compulsory for all berthing, un-berthing and shifting of vessels within AL RUWAIS Port limit except for the following;
 - Vessel in the service of the Qatari Navy
 - Country crafts
 - Tenders of any recognized buoyage, lighting or navigational aid service.
 - Notwithstanding the above items, the Harbour Master may insist on the use of a Pilot in the interest of Port Safety, in which case the appropriate tariff charges will apply.

8.12 PILOT BOARDING

The Pilot normally boards the inbound vessel about at the FWB at the position Lat 26° 11.29N Long 051° 10.08E. However, depending on weather conditions or other vessels traffic, the Pilot may request the vessel to proceed to a different location for pilot boarding.



PART III PORT DESCRIPTION & NAVIGATION

The pilot boards by the pilot ladder or together with the combination depending upon the freeboard. The Pilot ladder or the combination always to be rigged on the lee side, 1.5m above water level or as directed by Pilot.

AL RUWAIS Pilots may decline to board the vessel if the Master is not able to comply with the approved Pilot boarding arrangements in accordance with The International Convention for Safety of Life as Sea (SOLAS 2004) Chapter V Reg. 23 and Annex 21 IMO resolution A889 (21) (1999). Mechanical / Automatic Pilot hoists are not accepted for pilot boarding in AL RUWAIS Port.

The Master-Pilot Information Exchange should be completed prior transit with pilot o/b.

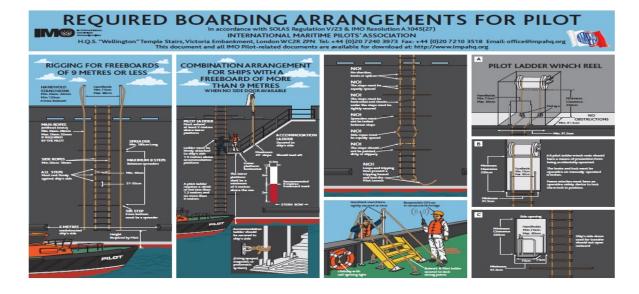
The Pilot normally disembarks near FWB when outbound in the Channel

Vessels are requested to be at the boarding position at the notified time and able to provide good lee for the pilot transfer. Normally the ship's accommodation ladder is used (must always lead aft), however in rough weather a combination ladder or only pilot ladder may be used depending on the freeboard.

During the transfer, the ship should maintain steerageway with the engines going ahead at a speed compatible with the ability of the launch to remain comfortably alongside.

It must be recognized that turning propellers are an ever-present danger to persons involved in embarkation/disembarkation operations.

Vessel while transiting AL RUWAIS Port navigation channel shall maintain minimum maneuvering speed of not less than 10 knots. In case of a vessel under Pilotage with speed less than 10 knots, an escort tug(s) at the discretion of Pilot will be provided for safety reasons and all costs in this regard will be invoiced to the vessel.



8.13 ANCHORAGE AREA

One Anchorage area is designated for Vessel calling at AL RUWAIS Port:

LATITUDE	LONGITUDE
26° 10.10 N	051∘ 04.84 E
26° 12.10 N	051° 04.10 E
26. 14.00 N	051° 06.58 E
26° 12.82 N	051° 06.88 E
26° 10.80 N	051° 07.15 E

8.14 PREVAILING WINDS

Wind direction N to NW'ly, speed max 15-20 knot during the period of June to August. Temperatures:

November to March: temperatures Lows are approx. 13°C-15°C and High is 22°C-24°C with cool evenings specially in January as it's the coolest Month.

March to May: Spring, temperatures rises very quickly maximum 32°C, warm dusty wind blows expected.

June to August: Summer, temperatures very hot between 38° to 47° due to the wind from the inland desert prevails.

8.15 TIDAL CONDITIONS

Tide Variation: 1.5m

Tidal Stream sets on ebb: 022° Tidal Stream sets on flood: 202°

Average Current Runs between 1 to 1.5 Knots.

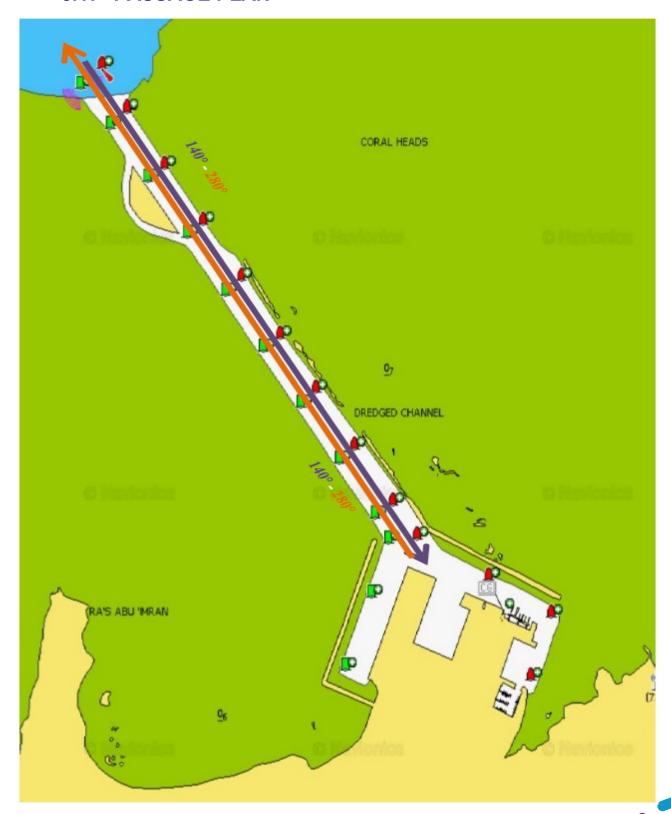
In general, the tide follows the coastline with the flood tide setting to the south or southwest and the ebb tide setting to the north or northeast. All vessels must exercise the greatest caution when setting course through the channel. It should be noted that tidal sets can run up to 2 hours after the predicted HW/LW times.

The normal tidal range is between 0.4m to 2.0m, with the highest tides being in the, region of 2.45m in exceptional circumstances.

8.16 AL RUWAIS PORT CHANNEL BUOY DETAILS

1	REF. NO.	NAME	TYPE	LOCATION	COORD	INATES	CLOUR
2					LAT N	LONG E	
2 A1 BUOY RUWAIS PORT 26 11.10 \$11.23 RED 3 A2 BUOY RUWAIS PORT 26 10.460 \$1.10.676 GREEN 4 1 1 BUOY RUWAIS PORT 26 10.460 \$1.10.676 GREEN 5 2 BUOY RUWAIS PORT 26 10.007 \$1.11.370 RED 6 3 BUOY RUWAIS PORT 26 10.007 \$1.11.370 RED 7 4 BUOY RUWAIS PORT 26 10.007 \$1.11.370 GREEN 8 5 BUOY RUWAIS PORT 26 09.931 \$1.11.391 GREEN 8 5 BUOY RUWAIS PORT 26 09.931 \$1.11.391 GREEN 9 6 BUOY RUWAIS PORT 26 09.751 \$1.11.500 GREEN 10 7 BUOY RUWAIS PORT 26 09.751 \$1.11.500 GREEN 11 8 BUOY RUWAIS PORT 26 09.751 \$1.11.500 GREEN 11 8 BUOY RUWAIS PORT 26 09.751 \$1.11.500 GREEN 11 8 BUOY RUWAIS PORT 26 09.752 \$1.11.608 GREEN 11 8 BUOY RUWAIS PORT 26 09.525 \$1.11.656 RED 12 9 BUOY RUWAIS PORT 26 09.525 \$1.11.656 RED 13 10 BUOY RUWAIS PORT 26 09.525 \$1.11.757 GREEN 14 11 BUOY RUWAIS PORT 26 09.393 \$1.11.777 GREEN 15 12 BUOY RUWAIS PORT 26 09.393 \$1.11.874 RED 16 13 BUOY RUWAIS PORT 26 09.393 \$1.11.874 RED 16 13 BUOY RUWAIS PORT 26 09.395 \$1.11.874 RED 17 14 BUOY RUWAIS PORT 26 09.395 \$1.11.874 RED 18 15 BUOY RUWAIS PORT 26 09.395 \$1.11.874 RED 19 16 BUOY RUWAIS PORT 26 09.395 \$1.11.874 RED 19 16 BUOY RUWAIS PORT 26 09.396 \$1.11.934 GREEN 19 16 BUOY RUWAIS PORT 26 09.395 \$1.11.894 GREEN 19 16 BUOY RUWAIS PORT 26 09.395 \$1.11.894 GREEN 19 16 BUOY RUWAIS PORT 26 09.136 \$1.12.091 RED 20 17 BUOY RUWAIS PORT 26 09.136 \$1.12.091 RED 20 17 BUOY RUWAIS PORT 26 09.136 \$1.12.091 RED 20 17 BUOY RUWAIS PORT 26 09.136 \$1.12.091 RED 20 17 BUOY RUWAIS PORT 26 08.919 \$1.12.188 GREEN 21 18 BUOY RUWAIS PORT 26 08.919 \$1.12.188 GREEN 22 19 BUOY RUWAIS PORT 26 08.919 \$1.12.200 RED 23 20 BUOY RUWAIS PORT 26 08.919 \$1.12.188 GREEN 24 21 BUOY RUWAIS PORT 26 08.919 \$1.12.200 RED 25 22 BUOY RUWAIS PORT 26 08.919 \$1.12.200 RED 26 BEACON RUWAIS PORT 26 08.929 \$1.12.233 GREEN 25 22 BUOY RUWAIS PORT 26 08.929 \$1.12.233 GREEN 26 BEACON RUWAIS PORT 26 08.929 \$1.12.233 GREEN 27 24 BUOY RUWAIS PORT 26 08.929 \$1.12.233 GREEN 28 25 BUOY RUWAIS PORT 26 08.929 \$1.12.233 GREEN 29 26 BEACON RUWAIS PORT 26 08.929 \$1.12.231 GREEN 30 27 BEACON RUWAIS PORT 26 08.936 \$1.12.560 RED	1	F/B	BUOY	RUWAIS PORT	26 11.29	51 10.08	RED/WHITE
A		·					
1							
S							
G	5	2	BUOY				RED
RED	6	3	BUOY		26 09.881		GREEN
8 5 BUOY RUWAIS PORT 26 09.751 51 11.500 GREEN 9 6 BUOY RUWAIS PORT 26 09.784 51 11.548 RED 10 7 BUOY RUWAIS PORT 26 09.622 51 11.608 GREEN 11 8 BUOY RUWAIS PORT 26 09.624 51 11.656 RED 12 9 BUOY RUWAIS PORT 26 09.492 51 11.717 GREEN 13 10 BUOY RUWAIS PORT 26 09.525 51 11.765 RED 14 11 BUOY RUWAIS PORT 26 09.363 51 11.874 RED 15 12 BUOY RUWAIS PORT 26 09.335 51 11.874 RED 16 13 BUOY RUWAIS PORT 26 09.236 51 11.944 RED 17 14 BUOY RUWAIS PORT 26 09.233 51 11.992 RED 17 14 BUOY RUWAIS PORT 26 09.236 51 11.992 RED							
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12 9 BUOY RUWAIS PORT 26 09.492 51 11.717 GREEN	11	8	BUOY		26 09.654		RED
13	12						
15	13	10					
16	14	11	BUOY	RUWAIS PORT	26 09.363	51 11.826	GREEN
16	15	12	BUOY	RUWAIS PORT	26 09.395	51 11.874	RED
17							
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			·				
			·				
45 Buoy RUWAIS PORT 26 11.096 51 10.731 RED							

8.17 PASSAGE PLAN





The port authority has a dual role in emergencies: it is responsible for the safety and welfare of officers and employees of the port authority and it must also ensure that the port continues to operate during emergency situations.

In order to achieve this objective, port authority departments and external organizations must work together. Areas of authority or responsibility should be flexible enough to adjust to any situation. At times the magnitude of an emergency may mean that many port authority departments, outside agencies and organizations are engaged in a coordinated effort.

9.2 **EMERGENCY CONTACTS**

Incidents and accidents during port operations:

- AL RUWAIS Port Control on VHF radio Channel 13 or 16
- National emergency telephone number: 999

The Responsible Controlling Authority will be dependent on the emergency scenario. For emergency assistance in case of an incident or accident on board, alert the police, fire service, ambulance service or contact the Port VTS "AL RUWAIS Port Control" on VHF radio Channel 13.

Details to be reported: Name of the vessel, name and number of berth or position and nature of the incident.

Emergency Contact Number shall be posted at all assembly points, in phone location points available to Emergency Response Teams always and other Persons who may need to telephone for emergency services.

The contact number should be updated and keep current by ship captain/ Responsible person so that they are available whenever required.

Emergency Contacts:		
AL RUWAIS Port Control Tower	4045-3600	
Port Operation Team	4045-3741/3748	
HSSE	4045-3256	
Port Gate Police	4045-3217	
Port Security	4045-3017	
Fire Brigade	999	
Ambulance	999	
Police Department	999	

9.3 **EMERGENCY RESPONSE**

Every person in the port shall follow the fire protection and prevention measures necessary for the safety of persons and property in the port. Port Authority have equipment available to respond to emergencies. The Port authority can coordinate and escalate response to emergencies in port waters or lands and involve external emergency response teams if required.

9.4 OPERATIONAL SAFETY

Nothing contained herein shall be constructed as relieving the Master of any vessel from his responsibility for the safety of the vessel under his command.

9.5 DANGEROUS AND HAZARDOUS CARGO

Any of the following cargoes, whether packaged, carried in packages or in bulk will be within the scope of the following regulations:

- Oils covered by Annex 1 of MARPOL 73/78.
- Gases covered by the Codes for the Construction and Equipment of Ships Carrying Gases in Bulk.
- Noxious liquid substances / chemicals, including wastes, covered by the Codes for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk and Annex II of MARPOL 73/78.
- Dangerous, hazardous and harmful substances, materials and articles, including environmentally hazardous substances (marine pollutants) and wastes, covered by the International Maritime Dangerous Goods Code.
- Solid bulk materials possessing chemical hazards and solid bulk materials hazardous only in bulk (MHB's), including wastes covered by Appendix B of the International Marine Solid Bulk Cargoes (IMSBC) Code.
- The term hazardous cargoes include any un-cleaned packaging (such as tank containers, receptacles, intermediate bulk containers (IBC's), bulk packaging, portable tanks or tank vehicles) which previously contained dangerous cargoes, unless the
- Packaging have been sufficiently cleaned of residue of the dangerous cargoes and purged of vapors to nullify any hazard or have been filled with a non-dangerous substance.

Vessels carrying dangerous goods must comply with the following:

- Provisions of SOLAS Convention chapter VII Part A (CARRIAGE OF DANGEROUS GOODS).
- Provisions of International Maritime Dangerous Goods CODE (Packaging, Labeling, Segregation, DG Manifest).

9.6 ELECTRIC EQUIPMENT

Portable electrical equipment must be of an approved type having a minimal approval for Class I, Groups C and D intrinsic safety in hazardous locations.

9.7 EXPLOSIVEIS (CLASS 1)

Only the following explosives will be considered for movement through AL RUWAIS Port upon production of written approval from Ministry of Interior:

Imported and exported explosives on military vessels and vessels handling military cargo.

No import or export of explosives for any other reason will be permitted.

No Vessels carrying explosives in transit will be permitted to enter the port.

No explosives shall be brought into the Port without prior written permission from the Port, who shall, if entry is granted, specify any special conditions over and above those required precautions and procedures as imposed by the governing authorities.

PART IV PORT SAFETY & SECURITY

Vessels carrying Class 1 material (Explosives) may enter the Port during any time of the day, but the cargo operations can commence only after sunset.

No explosives may be brought to the berth unless the vessel is ready to receive them.

No explosives may be discharged from the vessel unless the transport is ready to receive them. Explosives may only be handled during the hours of darkness (i.e. sunset to sunrise). If, due to unforeseen circumstances, the handling of the explosives may extend into the hours of daylight then permission must be obtained from Port Authority prior to any loading / discharging can commence.

The equipment used for carrying and handling of explosives must be of an approved type, properly maintained and tested in accordance with national and international standards.

No bunkering is permitted during the handling of explosives.

No radar or radio transmitter should be used within 50 Meters of the cargo handling area. Explosives must be the last item of cargo to be loaded on board the vessel or the first item to be offloaded.

When the loading of the explosives is completed then the loaded ship (or vehicle) must depart from the Port as soon as is reasonably practicable.

9.8 EMERGENCY ASSISTANCE

Vessels requiring any assistance during an emergency on board are required to contact Port Control (VTS) via VHF Ch-13/16

If any vessel requiring medical assistance whilst at berth or at outer anchorage can contact Port Control (VTS), informing the nature of medical assistance required together with details of the patient etc.

In all circumstances for medical emergencies the vessel should liaise with agents as well and should have one escort from ship staff ready if applicable to carry documents such as passports, CDC, 2 photographs of the injured crew member.

For emergency precautions, and in the event of an emergency, the Master shall act in accordance with the relevant Terminal procedures and those agreed during the 'pre-arrival meeting'.

9.9 GANGWAY REQUIREMENTS

The construction, installation, maintenance and inspection/survey of the gangway for means of embarkation and disembarkation to be in accordance to regulation II-1/3-9 of the 1974 SOLAS Convention.

9.10 MOORING REQUIREMENTS

Masters should not hesitate to increase the number of mooring lines should they feel it is prudent to do so, Mooring lines are to be in good condition.

Ropes turned up on the winch drum and backed up on bitts are not acceptable, mooring wires and ropes with dedicated winch drums must be spooled in the correct direction on the winch drum

Mooring lines used in a common direction (head / stern /breast / springs) shall be of similar breaking strength, elasticity and material. Under no circumstances will a mixture of wire and synthetic ropes be accepted in a common direction except moorings which are additional to the indicated minimum requirements.

On completion of mooring, winches should be out of gear with the brakes 'hardened up'. Winches must not be left on 'automatic tension'.

It is the Master's responsibility to ensure that:

- Their Vessels are securely moored in line with the relevant mooring pattern detailed below and as applicable and with due regard to the current weather forecast,
- A strict watch, of sufficient and proficient personnel, is maintained to ensure that moorings are tended, as required, to prevent slack or over taut lines, and undue movement of the Vessel.
- Weather forecasts are monitored during the Vessel's stay alongside, and appropriate action taken in advance of deteriorating weather.
- The shipboard personnel shall undertake regular checks of the moorings. The Master shall remain at all times responsible for ensuring the integrity of the Vessel's moorings.
- Failure to adequately tend the moorings shall be considered a breach of the Port Regulations with consequent and appropriate action being taken by the Port.

9.11 PILOT LADDER/S

The rigging of pilot ladders and the embarkation and disembarkation of pilots shall be supervised by a responsible deck officer.

Pilot ladders shall be secured in a position well clear of any overboard discharge and such that each step rests firmly against the Vessel's side.

Pilot ladders shall be secured in a position where the pilot can gain safe and convenient access to the Vessel after climbing not more than 9 meters.

Where the vertical distance exceeds 9 meters then a combination of accommodation ladder and pilot ladder is required.

Adequate lighting shall be provided so that the pilot ladder and the boarding position shall be properly illuminated.

Refer to 'Pilot Boarding Facilities' as per IMO requirements and IMPA recommendations. Pilot hoists are not acceptable for the boarding and landing of pilots at AL RUWAIS Port.

9.12 SAFETY PRECAUTIONS

Masters and officers of vessels visiting AL RUWAIS Port shall be responsible for the vessels safety and shall abide by all applicable International and Local rules and regulations.

9.13 LIFTING EQUIPMENT AND LOOSE GEARS

Vessel's cargo gear equipment shall be adequate to handle the cargo and shall be subjected to inspection by the Port.

All vessels intending to use ships Lifting appliance and items of loose gear for discharging cargo at AL RUWAIS Port, shall produce evidence of certification that Lifting Equipment and Loose Gears have been inspected, tested and certified by a competent authority in accordance with the ILO Convention no.152.

No lifting appliances shall be used in AL RUWAIS Port unless an approved certificate is available, verifying its design suitability for its intended use in a specified environment.

PART IV PORT SAFETY & SECURITY

The Port reserves the right to suspend handling of cargo by ship's gear if in their opinion that the gear or equipment is inadequate or unsafe.

Lifting appliances and loose gear forming part of shore based lifting equipment/s, used on-board ships, shall be tested under the proper proof load at least once in every four years and a through visual examination to be carried out every six (6) months by a competent authority.

9.14 ENVIRONMENTAL SAFETY

<u>BALLASTING AND DE-BALLASTING, OIL TRANSFERS AND POLLUTION PREVENTION</u>

The waters in and around the Port of AL RUWAIS are renowned for their abundant marine life and there is an increasing awareness of the environment in the Port area.

Any pollution affecting the well-being of the area is looked upon as extremely serious and will incur heavy penalties, in addition to any cleanup costs.

All ships calling AL RUWAIS Port, regardless of flag, will be required to exchange and/or treat all ballast water taken outside the Regional Organization for the Protection of the Marine Environment (ROPME) Sea Area if planned to be discharged within ROPME sea area.

Any ballast water taken within the ROPME sea area is not required to be Exchanged or treated.

It is a ROPME requirement that the Vessel carries out a ballast water exchange and sediment removal program in accordance with the IMO Ballast Water Management Convention. This may be:

- a) Empty and refill each tank,
- b) Use of the flow through method or,
- c) Ballast Water treatment program approved by the Vessel's Flag State Authority.
- d) Options (i) and (ii) are to be carried out in open ocean waters outside of the ROPME area and at least 50 nautical miles from the nearest land in water at least 200m deep.

In line with the ROPME Protocols, any water discharged into Arabian Gulf should be free from substances that:

- a) Settle or form objectionable deposits;
- b) Floats as debris, scum, oil, or other matter to form nuisance;
- c) Produce objectionable color, odor, or turbidity
- d) Result in impact on the adjacent open Gulf water quality and injure or are toxic or produce adverse physiological responses in humans, marine animals or plants.
- e) Ballast water, which has been treated with a ballast water treatment system approved by the vessels Flag State administration and/or Classification Society, does not require to be exchanged.

Vessel should have on board an approved Ballast Water Management Plan in accordance with the IMO standards, and is required to maintain a Ballast Water Record. The IMO "Ballast Water Reporting Form" (Resolution A. 868(20)) or the ROPME Sea Area Ballast Water Reporting Form as mentioned in IMO Circular MEPC 60/INF.2 dated 9 December 2009 is to be completed and sent to AL RUWAIS Port at least 48 hour in advance Only the discharge of "clean" ballast from Segregated Ballast Tanks (SBT) is permitted.

All ballast water, other than that contained within SBT, shall be retained onboard.

Ballast water for discharge at the AL RUWAIS Port may be sampled and analyzed by the Port before discharge is allowed. Should any analysis indicate that the quality of the ballast water does not conform to that required within the "Environmental Guidelines" as published and

PART IV PORT SAFETY & SECURITY

an amended from time to time by the Port, then appropriate action will be pursued:

Whilst within the Port Limits the internal transfer of any oil or slops is not permitted without the approval of the Port.

All vessels are required to take utmost care when handling oil cargo and ballast water.

No oil or water which may possibly contain oil is to be discharged overboard or allowed to escape overboard. The pumping of bilges is strictly prohibited.

Before commencement of cargo operations, all vessels are required to ensure that all scuppers at main deck level must be effectively plugged. No leakage or spillage on board can leak overboard. Accumulated water on deck which is free of oil should be drained periodically.

Hoses in use for bunker operations should be certified and in good condition.

Responsible person onboard and ashore should be stationed at the area to observe the hose/s and connections for leaks. The hoses should be drained and blinded before returning bringing them back ashore.

Vessel to liaise with agents for details:

In the event of leakage occurring from a pipe, valve, or cargo hose connection, operations should be stopped immediately and should not be resumed until the fault has been rectified and all hazards from the spilled oil eliminated.

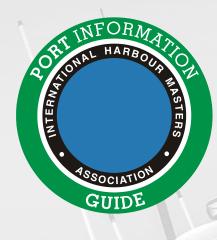
If pollution, on the land or within the waters of the Port Limits occurs, regardless of cause or origin:

The person in charge or responsible for the operation, works or location where such pollution occurs, shall immediately report the incident to Port Control by the most expeditious means available; Immediate action must be taken to stop or minimize further pollution and contain or clean up any spillage of oil on the Vessel's deck or shore areas.

Failure to report a pollution incident is a serious offense and persons found contravening this requirement would be liable to heavy fines and prosecution in Qatari courts.



10 Port Security



The International Maritime Organization (IMO) adopted the International Ship and Port Facility Security Code (ISPS Code) in December 2002, which meant that all IMO contracting governments were required to have adopted this code and have necessary regulations in place by July 1, 2004.

The "AL RUWAIS Port Authority outlines the security polices for compliance within the authority's jurisdiction and having accredited I.S.P.S Code Compliant Port Facility.

Nationally, threat levels are assigned as per MARSEC security level as below:

Marsec Level 1 - Appropriate security measures under normal operating conditions.

Marsec Level 2 - Increased security measures maintained for a heightened security threat or incident for a limited period.

Marsec Level 3 - Additional security measures when a security threat or security incident is probable or imminent

MARSEC stands for marine security. MARSEC levels are designed to easily communicate pre-planned responses to increased threat levels.

Reporting to port facility security Officer - Email: h.a.almaqeef@mwani.com.qa

Phone: +974 70202011

Reporting to Deputy Port facility security Officer - Email: m.elbachir@mwani.com.qa

Phone: +974 55920637

10.2 ACCESS TO PORT PREMISES /TERMINALS

Strict access control to the Port Area is enforced and no person may enter or leave the Port without the authorized and/or relevant documentation

No person shall access the port area as defined by its boundaries, via water, air or land unless the person obtained a permit from Port Security for accessing the port.

Every person in the port shall obey the instructions on signs posted and respect the functions of fences and barriers established by the Port. No person shall remove, mark or deface any sign, fence, barrier or device arranged by the Port.

10.3 CAMERAS

The use of photographic equipment of any kind including cameras, video cameras, within the AL RUWAIS Port Limit is strictly prohibited. Photography is only permitted for Port officials who have obtained a photography permit under security requirements and procedures.

It is prohibited to carry any cameras within the port area without a valid permit. Third party who requires taking photographs on board vessels must be in possession of a duly authorized Operational Photography Permit issued by port Security.

Heavy penalties are enforced for any infringement of the Law.

10.4 INTERNATIONAL SHIP AND PORT FACILITY **SECURITY CODE (ISPS)**

AL RUWAIS Port is fully ISPS compliant port and Certified with stringent ISPS Ship /Port Interface. All vessels calling at the port must meet the requirements as stated in the ISPS Code under Chapter XI-2 - (Special measures to enhance maritime security) of IMO SOLAS, 1974.

Information on present ISPS security level can be obtained from the Shipping Agency, Port Control (VTS) or Port Facility Security Officer.

Masters of all vessels are advised to keep all points of access to vessel under surveillance and access measures are taken always, and vessel should facilitate to provide maximum night illumination of vessel in so far as the safety Regulation permits.

10.5 FIREARMS

No vessel is permitted to have firearms onboard, including arms and ammunitions, and/or armed security personnel when calling AL RUWAIS Port, except for visiting naval vessels with Diplomatic clearance issued by MOFA.

10.6 SHORE LEAVE

Shore leave is allowed in AL RUWAIS Port for ships' business and can be arranged through the Agent. Security passes are required for all personnel proceeding ashore; these can be arranged through the vessel's Agent. Request for any shore leave must be made well in advance for the Agent to arrange the necessary transportation.

Embarking and Disembarking of Crew and Visitors as well as stores and bunkers to be supplied to vessels shall be reported to PFSO always.

10.7 STOWAWAYS

Any vessel calling AL RUWAIS Port and has on board a stowaway/s then the Master of the vessel is required to declare the stowaway/s at least 48 Hrs. before entry into port waters provide the pre-arrival notification of security.

The master must ensure all the stowaway/s is in a secure compartment to prevent escape whilst the vessel is in Port.

The Master is required to submit the following documents to the Port on arrival:

- a) Stowaway details form
- b) Letter of Guarantee
- c) Pre-sailing letter of confirmation
- d) A Signed Declaration of Security

The Vessel may be granted clearance to sail, once the Police and Immigration officials confirm that the stowaway is still on board and have verified it.



11 Nautical Services



This chapter provides the information regarding all nautical services in the AL RUWAIS port.

Where the authority requires that a vessel obtain the services of tugs, pilots, agencies, or other services, those services will be procured at the expense and risk of the vessel.

11.2 VESSEL TRAFFIC SERVICES (VTS)

Vessel Traffic Management Services (VTMS) for Marine Communications and Traffic Services to communicate with, and monitor the movement of vessels in the port.

All vessels transiting the port with VHF radio capability, and not just those required to by the Marine Communications and Vessel Traffic Services Zone Regulations, should monitor the VHF channel used for marine communications in the respective area. In the AL RUWAIS Port VHF Channel 16 & 13 are used for communications.

AL RUWAIS Port Control maintains a 24 hours continuous listening watch on VHF channels 16, and 13. Channel 13 is the Port working frequency. Vessels within AL RUWAIS Port limit must keep a VHF watch on channel 13 always even when alongside.

Entrance to AL RUWAIS Port by all ships is strictly regulated under the AL RUWAIS Port Control (VTS), call sign "AL RUWAIS port control". Prior to any movement in the AL RUWAIS Port Area or entry to the navigation channels, permission must be obtained from AL RUWAIS Port Control (VTS). Any incident during transit must be immediately reported to AL RUWAIS Port Control (VTS).

AL RUWAIS VTS is equipped with Vessel Traffic Management System (VTMS) including AIS systems and dual radars that monitor all vessel movements in the approach channels and harbor area. All vessels are tracked by radar and displays are recorded together with VHF communications and can be re-played in case of incidents.

BASIC RULES OF VTS COMMUNICATION:

Basic communication rules in the VTS area are:

Information obtained or supplied by VTS operators should be used by the Master of the vessel concerned to help improve navigational safety. The information does not override the prevailing regulations and may not be used as a reason for disregarding them or refraining from any measures that are consistent with good seamanship. The responsibility for safe navigation always remains with the waterway user. Only communication related to safe navigation is allowed on the Port channels. If necessary, the VTS operator will intervene in the event of excessive communication to keep channels clear.

VTS COMMUNICATION LANGUAGE:

The language to be used in the AL RUWAIS Port VTS area: English

11.3 PILOTAGE

Pilotage includes channel navigation, berthing, un-berthing and shifting. Pilotage is compulsory for all berthing, un-berthing and shifting of vessels within AL RUWAIS Port limit. Navigation channel pilotage is compulsory for vessels as per criteria detailed below.

All Ports Waters are compulsory pilotage areas

No Vessel exceeding 24 meters in length shall enter, leave or proceed within a Port without having obtained a clearance from the appropriate VTS.

Unless operating under the provisions of an exemption issued by Mwani Qatar, no Vessel exceeding a length of 24 meters shall enter, leave or proceed in a Port without securing the services of a Licensed Pilot.

Pilotage is compulsory for all berthing, un-berthing and shifting of vessels within AL RUWAIS Port limit except for the following

PILOT Booking

The Pilotage Service is available round the clock 24/7. The Marine Agent of the vessel has to book Pilot for berthing and departure.

The ordering message should include the following information:

Berthing

- Vessel's name
- Vessel's characteristics: length over all, beam, draught.
- Date and time expected at the Pilot Boarding Station
- Destination, berth (if required, side alongside)
- Other relevant requirements and information

Sailing

- Vessel's name
- Vessel's characteristics: Departure Draught.

CANCELLATION OF PILOT SERVICE

Cancelling a Pilot is available via Ship's Agent only. Cancelling Pilot less than 1 hour before the due time will be considered as chargeable.

11.4 TUGS

The Harbour experiences significant wind gusts from time-to-time and these may have impact on berthing operations. The tugs are not always available on short notice. AL RUWAIS Port Marine Services provide tug services.

Number of Tugs to be employed for berthing and Unberthing is at the sole discretion of the Pilot.

COMMUNICATION DURING TUG OPERATIONS

Communications must be maintained on VHF Ch- 06 between the tug(s) and the Pilot. The Pilot is fully aware of each tug's power and handling characteristics so the decision for engaging tug assistance rests with the Pilot.

CONNECTING TUGS

- Normally the tugs will provide their own tow rope
- The tug Master, in consultation with the Pilot, will suggest which lead is appropriate from his point of view

11.5 MOORINGS

Mooring operations at AL RUWAIS Port facilities is achieved through close co-operation between the crew of the vessel and mooring gang. AL RUWAIS Port provides mooring services. All mooring lines between the vessel and the shore mooring gang will be passed by using heaving lines.

Mooring plan varies with pilot to pilot and prevailing circumstances and condition related to sea state, weather and forthcoming meteorological condition. Anchors should be always ready for emergency use.

MOORING GUIDELINES FOR LINESMAN AND TERMINAL OPERATORS

AL RUWAIS Port provides the mooring service and notifies any other party when a vessel calls. During berthing, the Berthing Supervisor communicate with the Pilot via handheld VHF radio on Ch- 06. Additional handheld VHF radios are available for the linesmen at both ends of the vessel.

Terminal operators are preparing and publishing berthing plans in relation to the position of the vessel ahead of time, giving Masters/pilots/boatmen the opportunity to make preparations.

Terminal operators must understand that the Master of the vessel is end-responsible for ensuring that the vessel is safely moored, and allow sufficient space to do so for mooring.

11.6 LASHING OF CARGO

Vessel should maintain proper lashing of the cargo. The Master of the vessel should be provided with a general description of the cargo and gross mass of the cargo. Prior doing cargo lashing should consider:

- · Every exit for passenger or crew must kept clear
- Minimum space for access ways is 600mm wide and of adequately height
- Access for the Pilot needs to be adequate

Lashing of containers on board a seagoing vessel is only allowed by the vessel crew or the stevedore provided by Terminal operator. All cargo lashing must be completed prior to the vessel departing the berth.

11.7 GANGWAYS

Vessels are to remain all fast to the berth and the gangways attached. The gangways must be fastened safely and securely in order to avoid any incident or damage to person or property. Gangway should be SWL tested.

Singling up for departure is not allowed unless properly trained personnel are attending the gangway ready to disengage from the vessel/berth.

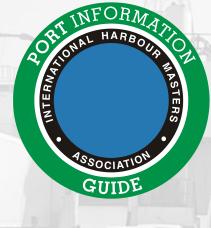


This chapter provides you with an overview of the VHF channels of pilot vessels, tugs and Port control (VTS). The proper use of radio frequencies and procedures are outlined in the Radio Aids to Marine Navigation. All ships in Qatar territorial waters are required to carry the most recent applicable edition of this publication.

12.2 VHF CHANNELS NAUTICAL COMMUNICATION

- AL RUWAIS Port Control: VHF Ch- 13 and Ch- 16
- Weather Forecast and navigational Warning (Doha Radio): VHF Ch-24





This chapter describes the rules and regulations concerning cargo operations in the port. AL RUWAIS port has dedicated facility for handling General cargo, Landing Crafts, Livestock. Cargo operations are a commercial undertaking governed by service agreements and/or port tariffs, or both.

An agreement for cargo operations shall be directly established between the Owner, Master or Agent of the Vessel, or the owner of goods or vehicles or their agents and Mwani Qatar or the Terminal Operator.

Cargo operations in Port shall be effected in compliance with the Regulations pursuant to the safety, security and environment protection. Cargo operations shall not be carried out in Port other than licensed Terminal Operator or contracted by Mwani Qatar.

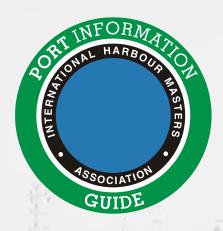
Loading or discharge of dangerous goods in bulk must be declared to the Harbour Master.

Cargo Operation Time: 24/7 Operations (Observe 4 days Holidays in year, however completely close on first day of both Eid Days)

13.2 GENERAL CARGO

The Master of a vessel must ensure that the deck cargo is well stowed and secured in accordance to the IMO "Code for Deck Cargoes". This code includes recommendations on stability, personnel protection, safety devices and standard operational procedures during the voyage.

14 Vessel Operations



Some vessel operations require advance notification, and in some cases additional requirements, before the work can proceed. To notify the authority and request permission to work, application must be made using ancillary permit request through the agent well in advance.

14.2 LOWERING BOATS AND RAFTS

The Port authority is aware of the various national and international requirements for the exercising of lifeboats at designated intervals and will accommodate all such activities. Prior to conducting lifeboat exercises, the vessel must advise the Port Control (VTS) through the VHF Ch-13 of their intentions including start and finish time. Pre-approval must be taken by submitting a request using Mwani form from the web side through the Agent.

Vessel conducting boat drill should not detach the boat completely from davit. Boat can be swung out from the stowed position & lowered until the water level and re-stow back. Maneuvering around the water is restricted.

14.3 MAINTENANCE AND REPAIR

No vessel shall immobilize its main engines while alongside or engage/test its propulsion systems and machinery whilst alongside without the approval of the authority. Service request to be sent to Port Control (VTS) through their respective agent using Mwani application form.

If approval granted, then the vessel will be required to:

- Provide a continuous vigilant deck watch
- Advise Marine Communications and Traffic Services at the commencement and completion of the immobilization or machinery testing
- Provide continuous monitoring of VHF channel 13
- Provide a minimum of four head/stern lines and two springs each end, under even tension.

A vessel engaging/testing its propulsion systems and machinery requires additional head and stern mooring lines deployed.

In some circumstances, a tug may be required to stand by near the vessel.

Nothing in these procedures relieves the master of the vessel from his obligations for safety or from following additional precautions as would be required by the normal practice of seamen. These procedures are to be considered the minimum requirements.

14.4 UNDERWATER INSPECTION/ CLEANING

All persons wishing to commercial diving in the port must obtain permission from the Port authority by completing a service request using Mwani Diving permit and submit through the Agent at least 24 hrs. Prior the scheduled task. Diving may only commence when the diving permit is completed entirety and approved by the port control (VTS) and Diving department.

Appropriate buoys, flags or lights shall properly identify the dive site.

The Port authority may not grant permission for proposed diving operations where these conflicts with the safe operations of the port.

14.5 ENVIRONMENTAL REQUIREMENTS

The Port authority is committed to reducing air emissions that contribute to air quality and climate change, including those from ocean going vessels.

The authority takes a multi-pronged approach to reducing vessel emissions through the prohibition of excessive exhaust opacity of any colour except for steam (water vapour). The harbour HSE patrol officers respond to reports of excessive exhaust opacity from vessels by contacting and/or boarding the vessel to inform the master of the problem and to discuss resolutions.

VESSEL DISCHARES

Garbage

Vessel garbage must be retained on board in suitable containers with properly fitted covers. Garbage removal services are available and must be used to prevent more than a minimum of accumulation of garbage on board prior to sailing. Garbage, dunnage and scrap materials must not be dumped in Qatar territorial waters. Ancillary Service request to be send to port control well in advance through the agent using Garbage Disposal Permit, available to download on Mwani web site.

Discharge of Liquids

The term "vessel discharges" refers to the discharge of any liquids from a vessel other than ballast water.

No person or vessel can illegally discharge any pollutant into the water within the port.

Accidental Discharge

All accidental vessel discharges must be reported immediately to port control (VTS) On +974 40453600 or VHF Ch 13. If the discharge contains oil or other deleterious substances, the vessel must immediately activate its pollution response plan.



Black and Grey Water Discharge

The discharge of black water (waste from toilets) and grey water (waste from sinks, showers and drains) into the environment, by any vessel certified to carry more than 15 passengers or over 400 tons, is not permitted within the Port Limits.

All vessels should be retaining black/grey water on board, using pump out facilities as appropriate, or arranging for a collection barge/vessel to properly dispose of the waste while in the Port or Port Limit.

Anyone who sees a vessel discharging sewage illegally is urged to report it to Port Control (VTS). The Port authority will forward the information to the appropriate department to take necessary action.

Sludge Discharge

For all oily waste and sludge, discharge operations vessel must receive prior approval from the Port Authority. If the operation is to be carried out while the vessel is alongside, the port control (VTS) will also have to grant permission.

14.6 ANCHORAGE PROCEDURES

These practices and procedures are developed for the purpose of promoting safe and efficient use of anchorages utilized by ships calling at facilities within the port Limits.

All anchorage area are established to serve vessels calling the port that require anchorages as part of voyage.

All permanent anchorages are indicated in the appropriate nautical charts and publications produced by the British/Qatari Hydrographic Service.

Temporary anchorage may be authorized by the Harbour master in case of emergency.

Nothing in these procedures relieves the master of the vessel from their obligations for safety or from following the requirements under any applicable international or Qatari regulations and guidelines.

Anchorage allocations

The authority assigns anchorages to ships on a first come first served basis, as available and in accordance with suitability criteria and other restrictions outlined in this document. For the purposes of this section "first come" refers to the time the vessel would arrive at the anchorage

Anchorage requests can be made through the Agent as soon as it is known that a vessel requires the use of an anchorage. The port control will assign a suitable anchorage based on availability and vessel's estimated time of arrival at anchorage.

In the event a vessel has stayed longer than seven days at an anchorage and the anchorage is required by another vessel, the vessel will be required to shift to a berth, or

to any other suitable places. The authority will endeavour to inform the ship's agent of a required shift with as much notice as possible. Anchorage stay is chargeable as per port tariff.

Non-Availability of Anchorages

There may be times that there is no suitable anchorage available for a vessel. The authority will endeavour to inform the ship's agent of a non-availability with as much notice as possible.

If there is no suitable anchorage available in the port, a vessel will need to find another suitable anchorage.

Should a vessel fail to anchor properly in its assigned anchorage or drag out of its position in the anchorage, the vessel can reposition and drop anchor again.

Safety Factors

The master of a ship is ultimately responsible for assessing the suitability of the anchorage assigned to them. In doing so, the master must ensure that the vessel is equipped with sufficient anchor chain length to ensure that the anchor chain meets the required scope for the depth of the assigned anchorage always.

Ships at anchor are required to retain an adequate amount of ballast on board and ensure that a minimum trim by the stern as well as sufficient propeller immersion, in order to not adversely affect ship manoeuvrability.

The Master of a vessel at anchor must ensure that:

The anchor is properly set and vessel is holding good position.

The latest edition of the largest scale chart is used at all times for taking vessel positions. Exercise extra caution when exposed to winds over 20 knots from any direction, including:

- Closely monitor distances to adjacent ship at anchor.
- Have the main engines and propulsion gear immediately available for use.
- Have the windlass arrangement and anchoring equipment working in good condition.
- Vessels at anchor must not immobilize their main engine or propulsion gear at anchor without permission from the Port authority. If emergency repairs are required, permission may be granted, provided a tug or tugs of adequate power are kept in attendance.

Watch-keeping Standards

All ships at anchor must maintain a continuous navigational watch at all times and never leave the navigation bridge unattended.

The officer in charge of the navigational watch must follow the requirements contained in the Standards of Training, Certification and Watch-keeping Code, as amended as well as be guided accordingly by these practices and procedures, complementary to the STCW watch-keeping standards.

In maintaining an anchor watch, the officer in charge must ensure that:

PART VI PORT OPERATIONS

- Correctly place the initial anchor position on the appropriate chart
- Conduct position fixing by ranges and bearings to monitor anchor dragging and uses radar and GPS alarm rings only as an additional warning tool
- Monitor weather conditions in case they change appreciably
- Check the anchor chain regularly
- Monitor reports of the local vessel traffic services
- Immediately call the master and take appropriate action if anchor starts dragging or safety margins are otherwise compromised.

Noise

- Generator usage should be reduced to the minimum required generator(s) to operate essential services and systems
- External doors and hatches to machinery spaces must be kept closed as much as possible.
- Power tools and chipping hammers usage must be kept to a minimum.
- Loud hailer and ship's whistle usage should be limited, except as required by the Collision Regulations or by an emergency

Lights

Deck lights must be kept to a minimum consistent with the safety and security of the vessel Lighting used to illuminate a vessel's decks must be aimed downward, and not outward or toward the shore

Adverse Weather Conditions

A wind warning advisory will be broadcast on VHF 13 by Port control (VTS) to all vessels at anchor and in the port when winds from any direction reach or exceed 25 knots. The wind warning advisory will be cancelled when winds have abated below 25 knots for over one hour.

When a wind warning advisory is in effect for ships at anchor, a continuous navigational and engineering watch must be maintained by all ships at anchor.

Be prepared to take early and effective action including letting out more chain, use of engines to maintain position and calling for assistance from Port Authority if required.

15 Port Inspections



15.1 GENERAL

This chapter describes relevant inspections that one can expect in the port.

15.2 INSPECTIONS FROM PORT STATE CONTROL

The State of Qatar is signatory to the Riyadh MoU in the Arabian Gulf for Port State Control (PSC). Vessels calling at AL RUWAIS Port may be subjected to a Port state control inspections under the Riyadh MoU and "Procedures for Port State Control 2011" resolution A.1052 (27), to ensure the compliance of the ship with all applicable international Conventions for the safety of personnel, vessel and the protection of the marine environment.

Inspectors check whether the vessel, its equipment and conditions on board the vessel meet the International Safety and Environmental Protection Standards.

Inspectors have the power to detain a vessel when its fails to meet the required safety standards.

15.3 CONTACT DETAILS

Ministry of Transport and Communications, Conference Center Street West Bay Doha, Qatar

Email: info@motc.gov.ga Telephone: +974 40451111

15.4 PORT REGULATION INSPECTION

The Port reserves the right to inspect vessels for the compliance with National, Regional, International codes and conventions and for the Port regulations. Therefore, during the vessels stay in port, the vessel may be visited by port officials representing the AL RUWAIS Port, for inspections and checks on standards for cargo handling and regulations, such as port rules and requirements. The ship's management is responsible for ensuring that officials have access to all relevant ship's certificates, documents and facilities. Restraining Port Officials from performing their duty will result in vessel being removed from port at vessel's full expense besides imposition of other punitive measures as deemed appropriate by the Port.

16 Port Services



16.1 GENERAL

Many companies in Qatar offer a variety of services to shipping. This section contains details about the main services.

16.2 FUEL AND LUBRICATION OIL

All fuel and lubricants ordered will be delivered by Woqod trucks and need to be ordered by the Ship's Agent. The Ship's Agent will make appropriate arrangements and will contact the Master of the vessel. Before bunker operations start, AL RUWAIS Port Control (VTS) needs to be informed on VHF radio Channel 13 by the Officer on watch. In the event of an oil spill, AL RUWAIS Port Control (VTS) needs to be notified of details immediately on VHF Ch- 13.

16.3 FRESH WATER

Fresh/potable water for vessel in AL RUWAIS port delivered by Road tanker, arranged through Agent.

16.4 STORES

Stores can be ordered through the Ship's Agent who will arrange to deliver it to the vessel on berth or at anchor.

16.5 SHORE BASED ELECTRICITY

At present no shore based electricity is available.

16.6 WASTE

Garbage collection and other waste discharge to reception facilities can be coordinated through the vessel's agent.

16.7 REPAIRS

There are several companies and service providers in Qatar for ship repairs. There are also full service dry dock in Mesaieed and Ras Laffan Port.

16.8 DE-RATTING

In accordance with Article 39 of the International Health Regulations 2006, all vessels travelling in international waters are required to hold a current "Ship Sanitation Control Certificate" or a "Ship Sanitation Control Exemption Certificate".

Such a certificate can be issued after a Public Health Authority has inspected a vessel and found no evidence of:

- Significant infection or contamination
- · Vectors or reservoirs of infection
- Microbiological, radiological, chemical or other risks to human health
- Signs of inadequate sanitary measures

16.9 SURVEYORS

For arranging surveyor contact the Marine Agent.

16.10 SERVICE PROVIDERS

MWANI QATAR SERVICES PROVIDERS

SHIPPING AGENCIES

- AERO FREIGHT COMPANY
- ALAA MARINE AGENCY
- CELERITY SHIPPING & FORWARDING
- CMA-CGM
- DIAMOND SHIPPING SERVICES 5.
- **EVER BRITE SHIPPING & LOGISTICS**
- FALCON INTERNATIONAL SHIPPING AGENCY
- GLOBELINK WEST STAR SHIPPING
- GULF AGENCY COMPANY GAC
- GWC MARINE 10.
- 11. INCHCAPE
- 12. INTERNATIONAL COMMERCIAL & SHIPPING SERVICES
- KANOO SHIPPING 13.
- 14. LINKS SHIPPING CO
- 15. MAERSK
- MARSA UNITED SHIPPING AGENCY
- 17. MEDITERRANEAN SHIPPING CO MSC
- 18. MILAHA
- NATIONAL SHIPPING &MARINE SERVICES
- PRIME SHIPPING SERVICES 20.
- 21. QONTRAC SHIPPING SERVICES
- 22. SHARAF SHIPPING AGENCY
- TOKYO SHIPPING SERVICES 23.
- TRANSWORLD SHIPPING & LOGISTICS
- 2.5 UNITED ARAB SIPPING AGENCIES CO (MOTC License re-issued in the name of Hapag-Lloyd Qatar WLL)
- UNITED SHIPPING GROUP SERVICES 26.
- 27. WILHELMSEN SHIPS SERVICE LIMITED

❖ FREIGHT FORWARDING

- APPLE SHIPPING & FREIGT 1.
- **EVER BRITE SHIPPING & LOGISTICS**
- INCHCAPE 3.
- 4. PRIME LOGISTICS
- 5. SHARAF LOGISTICS
- ECU LINE DOHA

*** WASTE COLLECTION AND TRANSPORTATION SERVICES PROVIDERS**

- AL HAYA ENVIRO 1
- POWER WASTE MANAGEMENT & TRANSPORT
- 3. ROMA TRANSPORT & TRADING CO
- SEASHORE ENGINERING & CONTRACTING

* BUNKERING SERVICES PROVIDER

QATAR FUEL WOQOD

16.11 MEDICAL FACILITIES

There are many full-service hospitals in the area. In any emergency, report to the Port Control (VTS). The Port Control (VTS) will contact the Emergency Service providers for the required assistance.

16.12 TRANSPORT

Presently there is no transport facilities from the port side. Vessel to contact agent to arrange transport for the crew.

PRE ARRIVAL NOTIFICATION FORM



Uniform Ship Pre Arrival Notification

Doc. No.: MQ-F-0301-01

Rev: 02

Date: 14.10.2018

MWANI	QATAR					Date. 14.10.2010			
	(This to be e-m	nailed, faxed, n	nailed or hand del	ivered to the por	t at least 48 Hr	g before arrival)			
Name of Agen	ıt			Tel. / Mobile 24	Hrs				
			VESSEL	DETAILS					
Ship's Name				ETA					
Terminal or A	nchorage			Berth					
Vessel Type	IMO NO	Flag	Port of registry	Call sign	Class	Year of built	Thruster (yes/no)		
LOA (M)	Breath	Dft. Fwd.	Dft. Aft.	DWT	SDW	GRT	NRT		
Owner/	Charterer			Owner's T	elephone				
Owner's	Nationality			Owner's	Email				
Last Por	t / Country	Depa	arture	Next Port /	Country	Date	Due		
			CARGO O	PERATION					
Ty	pe of Cargo		Cargo to	Discharge		Ca	Cargo to Load		
		Tonnage Origin			gin	Tonnage	Destination		
	Dangerous Car					Cargo to Load			
Ton	ınage	Class		Tonnage		Class			
			DIOLID 4316	E DETAIL C					
_		94		E DETAILS	m. 1. 1. 1				
Insure	r's Name		Insurer's Address		Tel. No.	Policy No.	Validity		
			FNVIRO	ONMENT					
Pla	ce, Date & Qty. o	of last sludge / s		711111111111	Waste treatn	nent equipment or	ı board?		
				Yes		No			
			OTHER SERVI	CES REQUIRED	1				
Me	dical			Fumig	ation				
Bal	Ballast Services		Wa	iter					
Ste	ores			Rep	airs				
Ves	ssel Cleaning			Wa	ste (Specify)				
Hot	Work			Diving					
Bu	nker			Oth	iers				

PRE ARRIVAL ISPS FORM

				m Chin Duo Aun	ival Danaw	+	Doc. No.: MQ-F-	0301-02		
قطر	ارفی		CHHOT	m Ship Pre Arr As Per ISPS C			Rev : 01			
MWANI			And.	Amendments Of S	7.11C31515000 10000000000		Date: 14.10.201	8		
	Thi	s to be e-ı	mailed, faxed, mai	led of hand delivered to	the port at leas	t 48 hrs. bef	ore arrival)			
Name of Agent	K				Mob. 24 Hrs.					
Email					Phone Office					
	P	resent secu	rity level on board							
Ship's Name:				Nationality:		Port of Regi	stry:			
IMO No:					Call Sign		ETA(date/time	e):		
Master Name:					Company Name:					
Continuous Syno	psis Reco	rd (CSR) o	n Board?		Yes		No			
International Shi	ip Securit	y Certificat	e (ISSC)	No.			Full/Interim:			
Date of issue:					Date of expiry:		7.77			
Government (RS	0)				Issuing Authorit	y				
Ship security offi	icer	Name			Nationality:		Designation:			
Company securit	y officer	Name			Nationality:					
Phone No. (24hrs	i)				Phone Office:					
Fax					Email:					
Responsible pers	on of crev	v member a	ppointment		Name					
Phone No. (24hrs	i)				Phone Office					
Fax					Email:	'				
Responsible pers	on of ship	deploymer	nt		Name					
Phone No. (24hrs	i)				Phone Office					
Fax					Email:					
			Details of	the last 10 port of call (or	as per separate she	et)				
Port Country (1 to 5)	Dep	oarture	Sec Level	Additional security? Declaration issued? Ship to Ship activity?	Port country (6 to 10)	Departur	re Sec Level	Additional security? Declaration issued?		
			Cargo / Sto	ore / Provision / Repairs (as	s per separate shee	t)				
Cargo on Board	(T):			Cargo in transit (T):		Cargo to Dis	scharge (T):			
Details of d	Details o angerous	goods in tra	nsit (UN No., weight,	r type, containers, general, stowage)/Details of danger hip's provisions / Details of	ous goods for disch	narging (UN N	o., weight, stowage)	Details of		
			Ship's Pa	ssenger and Crew List (as	per separate sheet)					
Passenger:			Family Name:		Given Name:		Nationality:			
Crew	Rate of	Ranking	Family Name:	Nationalities:		Date of Birtl	h	Place of Birth		
Date:				s	ignature:			Kirth		

PRE ARRIVAL OSV-TUG & BARGE FORM

	-	11.15			0	Doc. No.:	MO-F-03	01-03		
(1)	VQ)			Vessel, Tug	OL _	Jour Novi	.viq-1-03	07-03		
	<u> ←</u> مــوانـي ة	Barge Pr	e Arriva	l Notificatio	n	Rev: 01				
	II QATAR		Repo	rt	1	Date: 14.	10.2018			
1	(To be e-maile	ed, faxed, mailed or ha	and-delivered t	to the port at least 1	.2 hours	before a	rrival)			
Name o	of Agent			Tel./Mobi	le 24 Hr	s.				
		SUPP	LY VESSEL/TU	JG DETAILS						
	Name			ET						
NAME of	MASTER			Ber	th					
IMO No.	Flag	Port Of Registry	Call Sign	Class	Year C	Of built	Th	ruster		
LOA(M)	Breath	Dft. Fwd.	Dft. Aft.	DWT	G	GRT		GRT NRT		CAI
WORK	PERMIT	ISSUE DATE				DATE				
Insuran	ce Name	Insurance Add	lress	TEL NO.	F	POLICY NO)	VALIDITY		
			BARGE DET	AILS						
BARGE	NAME			LENGTH	OF TOW	1				
IMO No.	Flag	Port Of Registry	Call Sign	Class	Year 0	ear Of built		Thruster		
LOA(M)	Breath	Dft. Fwd.	Dft. Aft.	DWT	G	RT	NRT	CARGO		
WORK	PERMIT	ISSUE DATE			EVD	DATE				
	ce Name	Insurance Add	Iracs	TEL NO.		POLICY NO	,	VALIDITY		
modran	ce rvanie	modrance Add		TEE IVO.	•	OLICI III		VALIDIT		
		ESCORT	/TAIL TUG DE	TAILS (IF ANY)						
TUG	NAME			MASTER	NAME					
IMO No.	Flag	Port Of Registry	Call Sign	Class	Year 0	Of built	Th	ruster		
LOA(M)	Breath	Dft. Fwd.	Dft. Aft.	DWT	G	RT	NRT	CAI		
WORK	DEDINE	ICCLUS DATE			EVD	DATE				
0000	PERMIT	ISSUE DATE					ATE			
Insuran	ce Name	Insurance Add	iress	TEL NO.	- 1	POLICY NO)	VALIDITY		
			CARGO OPER	ATION						
T	YPE OF CARGO)	CARGO TO	DISCHARGE		CARG	O TO LO	AD		
	CL	EARANCE			CREW	/ CHANG	E			
INWARD /	OUTWARD			No. Of Sign On			- lo. Of Sig	gn Off		
		отн	ER SERVICES	REQUIRED						
SERVIC	CE ITEM	YES/NO	Quantity	SERVICI	E ITEM		YE	s/NO		
Discharge Sluc	lge			Surveyor or Insp	ection					
Receive Fresh				Fumigation						
Receive Bunke	er			Immobilization						
Waste				Diving Operation						
Oil Residue				Medical Assessm	nent					
Discharge Sew	_	Food Provision								
Discharge Gar	hage			Hot Work						

UNIFORM WASTE COLLECTION REPORT



Uniform Vessel Waste Collection Report

Doc. No.: MQ-F-0301-18

Rev: 01

Date: 14.10.2018

Name of Agent					Tel. / Mobile	24 Hrs	i.								
				VESSEL DET	AILS										
Ship's Name					ETA										
Terminal or Anch	orage				Berth										
IMO NO	FLAG	PORT OF	REG	CALL SIGN	CLASS	YE	AR OF E	BUILT	THRUS	STER (Y	ES/NO)				
LOA(M)	Breath	Dft. F	wd.	Dft. Aft.	DWT		SDW		SDW		SDW		GR	Т	NRT
0 /6															
Owner / Cha					Owner's										
Owner's Nati	2 20					r's En									
Last Port / C	ountry		Depai	rture	Next Por	rt / Co	untry			Date D	ue				
		Da	ta Dar	nuired for call	ection of waste										
Shin's la	ıst waste deliv		ta Ket	Port of	ection of waste	• 4		Dat	te						
-	of waste for o			All		Son	ne	24.		None					
Ballast Loaded	02 112310 201 1	,			Loaded at					1,0110					
Type															
•	Waste to I	ete second co ne delivered n3)	Maxi	as appropriate. mum dedicated ge capacity (m3)	Amount of wa	iste	Por remain	te, com t at whi ing was deliver	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and				
·	Waste to I	oe delivered	Maxi	mum dedicated	Amount of wa	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Type Sludge	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3)	Amount of wa	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Туре	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3)	Amount of wa	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Type Sludge	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3) Waste Oi	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Type Sludge Bilge Water Other (Specify)	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3)	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Sludge Bilge Water Other (Specify) Food Waste	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3) Waste Oi	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Sludge Bilge Water Other (Specify) Food Waste Plastic	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3) Waste Oi	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Sludge Bilge Water Other (Specify) Food Waste Plastic Other	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3) Waste Oi	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Sludge Bilge Water Other (Specify) Food Waste Plastic	Waste to I	oe delivered	Maxi	mum dedicated ge capacity (m3) Waste Oi	Amount of wa retained on board	iste	Por remain	t at whi	ich ste will	Estir amount to be go beto notifica next po	mated of wast enerated ween ation and ort of cal				
Sludge Bilge Water Other (Specify) Food Waste Plastic Other Cargo Waste Cargo Residue I hereby decla	Waste to I (r	be delivered	Maxi stora	mum dedicated ge capacity (m3) Waste Oi Garbage	Amount of wa retained on board	iste d (m3)	Por remain be	t at whi ing was deliven	ich ste will ed	Estir amount to be go bet notifica next po (n	mated of wast enerated ween ween ort of cal m3)				

ATON FAILURE NOTIFICATION



AtoN failure NOTIFICATION

Doc. No.: MQ-F-0301-04
Rev :01

MWANI QATAR				Date: 14.10.2018
VTS REF No:		AtoN RE	F No:	
Date & Time				
Port Details				
Location of Damage				
Name of Agent/owner				
Name of Vessels				
Defect reference:				
Drifting \Box	Missing		Damage \square	Unlit 🗆
Details Description:				
Name:			Position:	
Signature:				
To be completed by AtoN se	ction			
Correction	Yes 🗆	No 🗆	Date and time:	
Deficiency details :				
Spare parts used :				
Name, designation and signa	ature			

HOT WORK PERMIT

	MO
J-	مــوانـي قــطـــ IWANI QATAR

HOTWORK PERMIT

Doc. No.: MQ-F-0301-06

Rev: 01

Date: 14.10.2018

This form is to be used for obtaining approval to carry out Hot work within MWANI Ports

Email to be send to related Port Control (VTS). Hamad Port (hamadport.vts @mwani.com.qa) Doha Port (dohavts@mwani.com.qa) Ruwais Port (alruwaisvts@mwani.com.qa)

Vessel ROT NO. Hot Work Ref No.

PORT				Berth No	<u> </u>				
Ship's name				IMO No.					
LOA				Ship's agent	3				
	aster of the		ntioned ve	essel request permission to carry out h			l below.		
Date:		Time:		Signature	and Sto	ımp			
Brief description of work to be done	and locati	ion:							
The work will commence at Estimated completion time	Hours or Hours on			(Date) (Date)					
Check List									
Item		Yes	No	Item		Yes	No		
Work area/equipment inspected and m	ade safe.			Tank/Equipment/pipe line isolated and blanked.					
Surrounding area checked, cleaned up, combustible material etc. removed and safe.				Equipment/pipeline is free of liquids/wat flushed/purged.	ter				
Adjacent Drains/vents, manholes and he covered and made safe.	ot surfaces			Shield against sparks provided and ignit hazards contained. Noncombustible Fire blanket Provided for to contain sparks.					
Hazards considered from routine/ non-routine operations and concerned persons are alerted.				Proper work platform/access/ emergency exits provided.					
Work area has been gas freed and mad worthy and continuous Gas/ Oxygen ma audiovisual alarm is placed.				Warning/precautionary tags/ boards pro at prominent places.	ovided				
Equipment isolated from motive power: air/ water and tagged.	electricity/			All tools/equipment are safe and in work condition.	king				
Equipment/tank/adjacent tanks gas free inserted/ water filled and made safe.	ed /			Stand by personnel provided					
Firewater hose/portable fire extinguisher	r provided.			Pyrophoric substances removed, contain and kept wet.	ned				
Fire water system checked for readiness	š.			Area cordoned off / barricaded.					
Name/sign of Fire watch:				Temp. , Humidity, Air velocity within safe permissible limits.	•				
Suitable Communication system among the confined space, attendant of the en and port control provided and tested.				PPEs: hard hat, safety shoes, coverall, sa spectacles for all and welder's PPEs, BA Airline, lifeline etc. provided.	-				
Suitable continuous ventilation provided	ı.			Emergency procedure explained and understood by all					
Welding fume exhaust provided.				Safety belt/full body harness/life jacket provided for persons working at heights.					
Adequate lighting for the job and for emprovided.	nergency			Name /Sign of Safety Incharge					
This form has to be approved and signed by Operation: HSSE: Port Control:	r.			Date issued	Expiry	date			

MISCELLANEOUS WORK PERMIT

	(M2)					Doc. N	lo.: MQ-F-0301-07		
	انی قطیر	la 0	MISCELL	ANEOUS SERVICES PERMIT		REV:	01		
	MWANI QA					Date:	14.10.2018		
ı			or obtaining approval to carry	out Engine Immobilization, Painting, Life Boat drills and	d Fresh Water	within MV	VANI Ports		
ı				t.vts @mwani.com.qa) Doha Port (dohavts@mwani.co					
	Vessel ROT NO.			VTS REF No.					
١	PORT			Berth No					
	Ship's name								
LOA Ship's agent									
	I								
	Date:	Time	> :	Signature and Sta	mp				
ı	Brief description of w	ork to be d	one and location :						
	0704 00 4704								
	The work will comme	nce at	hours on	(Date)					
	Estimated completion	n time	hours on	(Date)					
			Engine Immobilizati	on 🗆		res 💮	No		
		hift the ve	ssel as dead ship wh	enever berth is required by Port					
l	authority Sufficient crew will	remain or	hoard the vessel to	tend the mooring for firefighting or					
	shifting	TOTTIGHT OF	r board into vossor to	Torra me mooning for mongrining or			П		
	Spare parts require	d for the j	ob are on board						
	Hot work is prohibited in engine or auxiliary room without gas free certificate								
	The completion tim	ne of engir	ne job is before com	pletion of cargo operation					
ı			Painting		١	res 💮	No		
	Confirm painting o	nly for loa	d line or draft line						
				ent paint spill to quay side or water					
	Confirm to report F								
	linaicate it a floatin	ig pontooi	n, stage or boson cn	air will be used in painting draft / lo	aa				
ĺ		orking on	pontoon or using a s	tage or boson chair will be wearing	life				
	jackols		Lifeboat		•	res -	No		
	The Port control is i	nformed ir	n advance the timin	g lowering and completion of boat	drill				
ı			be completely deta						
ı	Confirm the Life bo	at will stay	y all time with ship sid	de					
ĺ	Confirm the boat v	vill be hav	ing sufficient crew						
	Confirm to notify P	ort control		cident during the drill					
			Fresh Water						
	Total Quantity			No. of Trucks					
			Other Service	S 🔲 (Brief description of the	e services	required	to be mentioned below)		
	This form has to be app	proved and s	signed by:						
	Operation:			Date iss	ued		Expiry date		
	HSSE:								
	Port Control:								
	\$200 STATE OF THE		92000000000000000000000000000000000000						

OIL TRANSFER REQUEST FORM

مــوانــي قــطـــر	-		Doc. No.: MQ-F-0301-08 Rev.: 01					
MWANI QATAR			Date: 14.10.2018					
This form	n is to be used for obtaining approval to receive/discharge Oil,	Sludge or any Oily	y substance					
Email to be send to related Port Control (VT	Email to be send to related Port Control (VTS). Hamad Port (hamadport.vts @mwani.com.qa) Doha Port (dohavts@mwani.com.qa) Ruwais Port (alruwaisvts@mwani.com.qa)							
Vessel ROT NO.	VTS Ref No.							

	g Vessel/Party				Delivery Ves	ssel/Part	¥									
Vessel/Par tv		Contact		Vessel/Party		Contact										
Master		Contact		Master		Contact		10								
Driver		Contact		Driver		Contact										
Reg No.				Reg No.												
Agent		Contact		Agent		Contact										
Transfer Dat	e/Time/Duration			Location of Transfer	r			7								
Oil Type	☐ Fuel oil ☐ Sludge	Quantity		Pumping Rate												
Receiving P	arty/Agent Name		•	Signature/Stamp												
			Receiving	Vessel/Party												
I, any polluti	Ma: on damage caused	ster of M/V I during bunke	ering operatio		ıll responsibility	on behal	f of my ov	wner for								
Date		Ti	ime		Signatur	e and Sta	amp									
			<u>Delivery</u>	Vessel/Party												
I, any polluti	Ma: on damage caused	ster of M/V I during bunk	ering operatio		ıll responsibility	on behal	f of my ov	wner for								
Date			ime		Signatur											
						ulations, an	d should b	All bunkering operations should be carefully planned and executed in accordance with MARPOL regulations, and should be controlled under procedures that are incorporated in the ship's Safety Management System.								
Bunkering Safety Check List Yes No																
		<u>Bunkerin</u>	g Safety Ch	eck List			Yes	No								
Adequate elec	trical insulating means are	1					Yes	No								
	trical insulating means are	e in place in the sh	nip to ship/ship to	shore connection												
All bunker hos		e in place in the sh and are appropriat	hip to ship/ship to te for the service ir	shore connection stended												
All bunker hos	es are in good condition a	e in place in the sh and are appropriat tablished betweer	hip to ship/ship to te for the service in n responsible office	shore connection stended												
All bunker hos Effective com There is an eff	es are in good condition a munications have been es ective watch on board the I firefighting equipment o	e in place in the sh and are appropriat tablished betweer e vessel receiving l n board the ships in	hip to ship/ship to te for the service in n responsible office bunkers and shore are reac	shore connection ntended ers/persons ly for immediate use												
All bunker hos Effective com There is an eff Fire hoses and All scuppers a	es are in good condition a munications have been es ective watch on board the	e in place in the shand are appropriated tablished between the vessel receiving land the ships apporarily removed the ships apporarily removed.	hip to ship/ship to te for the service in n responsible office bunkers and shore are reac	shore connection ntended ers/persons ly for immediate use		position on										
All bunker hos Effective com There is an eff Fire hoses and All scuppers a decks around	es are in good condition a munications have been es fective watch on board the I firefighting equipment on the effectively, plugged, Ter	e in place in the sh and are appropriat tablished between e vessel receiving l in board the ships imporarily removed ank vents	nip to ship/ship to te for the service in n responsible office bunkers and shore are reac d scupper plugs wi	shore connection ntended ers/persons ly for immediate use		position on										
All bunker hos Effective comm There is an eff Fire hoses and All scuppers a decks around The transfer h	es are in good condition a munications have been es fective watch on board the I firefighting equipment or the effectively plugged, Ter connections and bunker t	e in place in the sh and are appropriat tablished betweer e vessel receiving I n board the ships imporarily removed ank vents I fully bolted and s	nip to ship/ship to te for the service in n responsible office bunkers and shore are read d scupper plugs wij secured to manifole	shore connection ntended ers/persons ly for immediate use like monitored at all time ds on ship and barge	es. Drip trays are in p	position on										
All bunker hos Effective com There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val	munications have been es fective watch on board the I firefighting equipment or reeffectively plugged. Ter connections and bunker to ose is properly rigged and	e in place in the sh and are appropriat tablished between e vessel receiving in n board the ships imporarily removed ank vents I fully bolted and so so system, engine	hip to ship/ship to the for the service in the responsible office bunkers and shore are read d scupper plugs wij secured to manifole room bilge's and b	shore connection itended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an	es. Drip trays are in p	position on										
All bunker hos Effective com There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val	es are in good condition a munications have been es fective watch on board the liferefighting equipment of the effectively plugged. Ter connections and bunker to ose is properly rigged and wes connected to the carg	e in place in the shand are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and so system, engine terial readily avail	hip to ship/ship to the for the service in the responsible office bunkers and shore are read discupper plugs wij secured to manifole room bilge's and be lable for immediate	shore connection itended ers/persons ly for immediate use If be monitored at all time ds on ship and barge unker lines are closed an	es. Drip trays are in p	position on										
All bunker hos Effective comi There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup	munications have been es ective watch on board the firefighting equipment of e.e.ffectively plugged. Ter connections and bunker to ose is properly rigged and wes connected to the cargoly of oil spill clean-up ma	e in place in the shand are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and so system, engine terial readily avail dismoking restrict.	hip to ship/ship to the for the service in the responsible office bunkers and shore are read discupper plugs wij secured to manifole room bilge's and be lable for immediate	shore connection itended ers/persons ly for immediate use If be monitored at all time ds on ship and barge unker lines are closed an	es. Drip trays are in p	position on										
All bunker hos Effective common there is an eff Fire hoses and All scuppers and decks around The transfer h Overboard val There is a supply smoking room Naked Light re	res are in good condition a munications have been es fective watch on board the lifirefighting equipment of the effectively plugged. Ter connections and bunker to ose is properly rigged and twes connected to the carg ply of oil spill clean-up mans have been identified an	e in place in the sign of are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents of the ships is the ships in board the ships in board the ships in the shi	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs wij secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection atended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved	es. Drip trays are in p d sealed	position on										
All bunker hos Effective comm There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup Smoking room Naked Light re	munications have been es fective watch on board the l firefighting equipment or ce.effectively plugged, Ter connections and bunker to ose is properly rigged and ves connected to the carg ply of oil spill clean-up mand as have been identified an egulations are being obser	e in place in the sign of are appropriate tablished between evessel receiving in board the ships amporarily removed and vents. I fully bolted and sign system, engine terial readily availed smoking restrictived.	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs wij secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection atended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved	es. Drip trays are in p d sealed	position on										
All bunker hos Effective comm There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup Smoking room Naked Light re The hazards a: All cargo and i	munications have been es fective watch on board the lifterfighting equipment or ceffectively plugged. Ter connections and bunker to ose is properly rigged and wes connected to the carg ply of oil spill clean-up mans have been identified an egulations are being obser- ssociated with toxic subst-	e in place in the sign of are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and sign system, engine terial readily availed smoking restrictived ances in the bunker closed.	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs will secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection atended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved	es. Drip trays are in p d sealed	position on										
All bunker hos Effective com: There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup Smoking room Naked Light re The hazards a: All cargo and i	munications have been es fective watch on board the liferefighting equipment or re-effectively plugged. Ter connections and bunker to ose is properly rigged and wes connected to the carg ply of oil spill clean-up ma as have been identified an egulations are being obser ssociated with toxic substructure.	e in place in the sign of are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and sign system, engine terial readily availed smoking restrictived ances in the bunker closed memodation are closed	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs will secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection atended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved	es. Drip trays are in p d sealed understood	eosition on										
All bunker hos Effective com: There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup Smoking room Naked Light re The hazards a: All cargo and i	res are in good condition a munications have been es fective watch on board the liftrefighting equipment of the effectively plugged. Ter connections and bunker to ose is properly rigged and twes connected to the cargoly of oil spill clean-up man as have been identified an egulations are being obserts associated with toxic substi- counker tank hatch lids are boors and ports in the accom-	e in place in the sign of are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and sign system, engine terial readily availed smoking restrictived ances in the bunker closed memodation are closed	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs will secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection intended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved have been identified and	es. Drip trays are in p d sealed understood											
All bunker hos Effective come There is an eff Fire hoses and All scuppers a decks around The transfer h Overboard val There is a sup Smoking room Naked Light re The hazards a: All cargo and is All external do	res are in good condition a munications have been es fective watch on board the liftrefighting equipment of the effectively plugged. Ter connections and bunker to ose is properly rigged and twes connected to the cargoly of oil spill clean-up man as have been identified an egulations are being obserts associated with toxic substi- counker tank hatch lids are boors and ports in the accom-	e in place in the sign of are appropriate tablished between evessel receiving in board the ships imporarily removed ank vents. I fully bolted and sign system, engine terial readily availed smoking restrictived ances in the bunker closed memodation are closed	nip to ship/ship to the for the service in n responsible office bunkers and shore are read d scupper plugs will secured to manifole room bilge's and b lable for immediate tions are being obs	shore connection intended ers/persons by for immediate use be monitored at all time ds on ship and barge unker lines are closed an e use erved have been identified and	es. Drip trays are in p d sealed understood											

INCIDENT REPORTING FORM

-	M2:					Do	c. No.:	MQ-F-0301-09	
\ -	مــوانــي قــ	M	ARINE INCIDENT	REPORT	FORM	Re	v: 01		
	مــوانـي مـ NI QATAR					Da	te: 14.1	0.2018	
	This form is	to be used for rep	orting Marine and Vessel	Near Miss	Incidents tha	at occur within N	//WANI Po	orts Water Limits	
			mad Port (+97444045322						
			Hours via Email (refer to P	one	Incident Re		-		
No.4)					mononi no	iciciico ivo.			
	ПМ	arine Incident Re	enort				essel Ne	ar Miss Report	
Date of Incid		urine incident ivi	sport		Time of Inci		03301140	ui miss report	
Date of illeid	iciit.	Port			Hamad Po				
Incident Loc	ation		graphic reference/ position		mamad Fo				
Vessel Info	rmation	including Lat	Long						
Name of Ves				No of Per	sons on Bo	ard			
IMO No.				Year Buil		uru			
Official No.						Cruise, Fishing	ı. Drill.)		
Flag				Gross To			., =,		
Port of Regis	ster			LOA (m)					
Breadth					rial (Steel A	Juminum, etc.)			
Dioudui							lovds		
Draft (m)	FWD			Classification Society/ Year: (ABS, Lloye DNV, BV, etc.)			,,		
	AFT			Thruster's				☐ Yes	□ No
DWT				Hull			☐ Single	☐ Double	
Information	on the other invo	olved Vessel/ B	arge						
Name of oth	er Vessel / barge			100				·	
Owner/ Oper	rating Company			Contact I	nformation				
IMO No.				LOA	LOA				
Official No.				Draft (m)		FWD			
Flag				Draft (m)		AFT			
Vessel/ Barg	е Туре			Hull		100			
Gross Tons				Year Buil	t				
				☐ Single		☐ Double		30 20	
Incident In	formation								
Incident Typ	e & Consequences,	Specify Number of	or Quantity						
☐ Fatality			☐ Fire/ Exp	olosion			☐ Envi	ronmental Pollution	١
☐ Missing P	ersons		☐ Collision				☐ Carg	o Damaged	
☐ Injury			□Allison				☐ Aids	to Navigation Dam	age
Illness			☐ Groundin	ng			☐ Prop	erty/ Infrastructure	Damage
☐ Spill of O	il & Fuel		☐ Sinking/ I	Listing			☐ Stee	ring/ Equipment Fa	illure
☐ Spill of Ha	zardous Material		☐ Capsizing	g				ctural Failure	
☐ Other, Spe	cify:		☐ Flooding/	/ Swamping	(without Sink	ing)	☐ Ope	ration Interruption	
	e; details of s (Cut, fracture, burn,	etc.)							
Part(s) of Bo Chest, Leg.)	dy Injured, If applica	ible (Head, Arm,							
	tal Impact, If applical Land, Sea, Quantity, e								
MWANI Prop	erty/ Infrastructure I	Damage							
Vessel/ Barg	e Damage								
Cargo									
Other									

(M2)						Doc	No.: I	MQ-F-030	01-09		
مــوانـي قــطـــر	MA	RINE IN	CIDENT	REPORT F	ORM	Rev:	01				
MWANI QATAR						Date	: 14.1	0.2018			
This form is t	to be used for report	ing Marine	and Vessel	Near Miss In	cidents that	t occur within MV	/ANI Po	orts Water	Limits		
Report all E	mergencies to Hama	ad Port (+97	7444045322	22), Doha Por	t (+9744045	53 222), Al Ruwai	s Port (+97440453	3600)		
To be sent to Related Port Control (No.4)	VTS) within 24 Hou	urs via Ema	il (refer to P	age I	ncident Refe	erence No:					
Injury Severity				Enviror	mental Inci	dent Severity (S	pill / Re	elease)			
☐ Minor Injury require first aid treat	ment			☐ Mino	r Spill < 5,00	00 Liters					
☐ Injury Requires Medical Treatme	ent			☐ Mode	erate Spill 5,	001- 50,000 Liter	S				Т
Restricted Work				☐ Majo	r Spill 50,00	1- 500,000 Liters					_
☐ Medical treatment as in-patient,	more than 72 hours			☐ Cata	strophic Spil	I > 500,001 Liter	S				Т
Incident Description: (Attach	additional pages i	f required)									1
Weather/ Climate Conditions	r e										
Sea conditions (wave height, etc.)											
Weather	Clear	☐ Rain] Fog	Wind (S	Speed & Direction	n)				_
Time	☐ Daylight	☐ Twiligh] Night		t (Speed & Direc					_
Visibility	Good	☐ Fair] Poor	Visibilit	ty (Distance NM)				_
Navigation information											
Navigating	☐ Moored, Docke	ed or Fixed		☐ Anchore	d		Ur	nderway or	Drifting	9	_
Speed and Course				Last Port of	f Call						Т
Date & Time of Departure				Bound Loc	ation						
Name of Pilot (if on board)				Pilot Emp	oyer						
Towing Information											
Towing	☐ Pushing Ahead	t	☐ Towing	Astern	☐ Towing	g Alongside	□Мо	ore Than or	ne Tow	Boats on Tow	
Number of Vessels Towed			Total HP o	f Tow Units			Max 9	Size of Tov	W		
Information on Involved Pers	on; If more than o	one persor	are involv	ved , additio	nal form sh	all be used to t	ill this	section			
Condition	☐ Fatality		☐ Mis	ssing		☐ Injured			□ Oc	cupational illness	
Status	☐ Crew		☐ Pa	ssenger		☐Port Users			□ Otl	hers	
Name			95)			□Male			☐ Fe	male	
Activity at the Time of Incident											
Equipment and its Part/ Substance and its Nature, Involved in Incident											
Nationality of Involved Person	Birth Date										
Passport No.				Length of	Service		Year	r:		Month:	
Address				Contact In	ormation						
Employer (towing, fishing, shipping, crew supply, drilling, etc.)							ist.				
Involved Person's Time at this	Present Position	n In th	nis Industry	With this	Company	On this Vess	el l	Hours on D	uty who	en Incident Occurred	t
Job (Years, Months, Days, or Hours)											
(10dio, Monulo, Days, Or Hours)	1	1		1		1	- 1				

MARINE INCIDENT REPORT FORM MWANI QATAR This form is to be used for reporting Marine and Vessel Near Miss Incidents that occur within MWANI Ports Water Limits Report all Emergencies to Hamad Port (+97440453222), Doha Port (+97440453222), Al Ruwais Port (+97440453600) To be sent to Related Port Control (VTS) within 24 Hours via Email (refer to Page Incident Reference No: Immediate Action & Recommendations (Attach additional pages if more space is required) Incident Picture								
Incident Picture								
Attached Panorte		ster Statement of East		volved Witings Statemen	, ,	Other specify		
Attached Reports	☐ Ma	ster Statement of Fact	☐ Inv	olved/ Witness Statemen	t 🗆	Other, specify		
General Information								
Master or Person in Charge of the	vessel		Contact	Information (Telephone	, Fax, Email)			
	700301	☐ Yes ☐ N		Jimaaan (Telephone	, . un, email)	1		
						9.		
Vessel Operating Company (Operating Company)	ator)	Mwani Qatar	Operato	r Contact Information				
Vessel Owner Name			Owner C	Contact Information				
				ent Contact Information				
Ship Agent								
			(Telepho	ne, Fax, Email)				
Person Preparing This Report		is document is true, correct and	d complet	e				

DIVING PERMIT

JIVING I LIXIVIII						
(MQ)		Doc. No.: MQ-F-0301-10				
مــوانــی قــطـــر	DIVING OPERA	VING OPERATION PERMIT				
MWANI QATAR						
	This form is to be used for obtaining approval to a	arry out Diving operation within MWANI Porl	s			
Email to be send to related Port Contro	ol (VTS). Hamad Port (hamadport.vts @mwani.com.	qa) Doha Port (dohavts@mwani.com.qa) R	uwais Port (alruwaisvts@mwani.com.qa)			
Vessel ROT NO.		Ref No.				
DATE:						

PERMIT No.		
PORT or LOCATION	VESSEL	DIVING INSTALLATION
NAME OF VESSEL		
TYPE OF VESSEL		
IMO NO.		
FLAG		
CLASS		
AGENT		

I, the master of M.V declare to undertake Proper Precautions as required by international standards for diving operation.

Furthermore, I confirm to undertake the following precautionary Procedures:

BEFORE BEGINNING TH	IE WORK		
In order to monitor and control under water diving operation carried out by any outside Diving companies, please note that the Doha Port divers must accompany divers from these companies on all diving operation request	YES	No	
Time and Date of Diving Operation	Start Date/Time	Finish Date/Time	
Confirm to hoist Flag A on the mast by ship	Yes	No	
Application to carry Diving operation by outside company must be received by marine service section in advance to make necessary arrangement and avoid delay	Yes	No	
Port Control and HSSE are informed by time of commencement and completion of operation	Yes	No	

JOB DESCRIPTION:

BERTH NO. STAMP	SHIP'S MASTER SIGNATURE	SHIP'S
HSSE (For information only)		
Diving Department		
VTS CONTROL ROOM		
DATE ISSUED:	DATE OF EXPIRY:	

TIME: TIME:

MASTER FEEDBACK FORM



MASTER FEEDBACK FORM

Doc. No.: MQ-F-0301-13 Rev: 01

Date: 14.10.2018

Qatar Ports Management Company, in its effort to constantly improve its services has decided to adapt a Quality Management System. We would therefore like to ask you to contribute to our effort, by stating your comments or remarks. Your constructive criticism shall be a useful guide.

R.No.	DATE	
Vessel Name	Voy. No	

Please select the degree of satisfaction for each of the following

(1. Need improvement, 2. Satisfactory, 3. Very Satisfactory)

S.No.	Services	1	2	3	Comments
1	Communication VTMS				
2	Aids To Navigation				
3	Pilot				
4	Tugs				
5	Mooring Gang				
6	Port Facility				
7	Cargo Operation				
8	Customs				
9	Immigration				
10	Port Safety				
11	Port Security				
12	Agent Service				

If the satisfaction Rated Very poor (1) Please state & Mention the Reason otherwise it will not be considered.
Do You Have Any suggestions for Improvement?
Master Name:
Contact E-mail:
Signature:
Harbor Master Comment:
Name: Sign:

We would like to thank you for your time and kindly ask you to return this questionnaire to us via email: HAMADPORT.VTS@MWANI.COM.QA, or DOHAVTS@mwani.com.ga, and amabrouk@MWANI.com.ga or Hard copy To the Pilot on Departure.

INSURANCE COVERAGE LETTER



Shipping Agent's Insurance Coverage letter

Doc. No.: MQ-F-0301-16
Rev.: 01
Date: 14.10.2018

Note: This form is to be completed by Local Shipping Agent on behalf of the Ship Owner or Operator calling QPMC Ports.

	Vessel Name			IMO Num	nber			
LOCAL SHIPPING AG	ENT							
Local Shipping Agent	Shipping Agency N	ame:						
Correspondence:	Contact Person Na	me:						
	Address:							
	Tel / Fax / Mobile :							
	Email ID:							
PROTECTION & INDE	MNITY INSURANCE	(P&I) COVERAGE						
Protection & Indemnity	Name of P&I Club/	Insurance:						
Insurance (P&I) Correspondence	Local Correspondent / Company Name :							
	Contact Person Name:							
	Address:							
	Tel / Fax / Mobile :							
	Email ID:							
This column is only a	pplicable if there is	limitation under Pa	I cover or other insurance	e cover				
	רו	TEMS		Yes	No			
1) Third party liability								
2) Oil spill								
3) Wreck removal								
ATTACHMENT: (Please	e attached and tick ac	ccordingly)	·					
1) Copy of valid P&I Certifi	icate							
2) Appointment Letter of th	ne Local Agent							
3) Others, please specify								
Agent representative N	ame & Designation	Si	gned/ Date		Stamp			

GARBAGE DISPOSAL PERMIT

	OO/ILT LIKE							58				
(PM)							Do	oc. No.:	MQ-F-0	301-17		
مــوانــی قــطـــر	GARBAGE DISPOSAL PERMIT							Re	Rev : 01			
MWANI QATAR								-	ate: 14.	L0.2018		
	This form is to be used for											
Email to be send to related Port C	ontrol (VTS). Hamad Port (h	amadport.	vts @mw			(dohavts@mwan	i.com.qa) Ruv	wais Port (alruwaisvts	@mwani.co	m.qa)	
Vessel ROT NO.				Ref I	lo.							
	arbage Discharge	e			Quant	•						
	Sewage Discharge	2			No. of	Trucks:						
NAME OF VESSEL												
TYPE OF VESSEL												
IMO NO.				20								
FLAG												
CLASS												
AGENT												
INSURANCE/P&I CLUB												
GCC "Rules & Regulation	ons for Seaport"	onboa	ırd		Υ	YES \square			NO			
		ــة	ڍ	ات الب	خدم							
	ENV	/IRO	NMI	ENTAI	LSER	VICES						
DOES THE SHIP IMPL	EMENT MARPO	L 73/78	B?			YES 🗆	NO					
Place & Date of Ship Bu	iilt											
I.O.P.P Cert. No.				Place o	f Issue		Date	e of Is	sue			
Oil Record Book Place	of Issue			Date Iss	sued			/I of Bi arator	lges O	il		
Place & Date last Sludg	e/shop dish.		1	Quantit	У			e of So atmen	ewage t			
Shipboard Oil Pollution Plan	Emergency	Yes		No		Wast Treatm	- 10	Yes		No		
Do You Require Oil Rec Facility?	eption	Yes		No								
The Gulf Area has beco							-					

The Gulf Area has become a special Area under MARPOL Convention 73/78 on August 2008 which is STATE OF.

QATAR has joined pursuant to the Federal Decree No. (74) For the year 2006 and it is strictly prohibited to Pump out, discharge, or jettison any dirty ballast, slop, sludge, bilge, sewage, garbage refuse or any sort of sea Pollutants in any part of Gulf Area. Offenders will be liable for full cost of cleaning operation in addition to heavy Fines.

The MWANI ports are not equipped with reception facility for this reason port authority gives permission for a private Company through vessel agent to receive garbage or oily residues or others under a comply of port procedure which is compatible with MARPOL Annex I, II, IV, V and safety Requirements.

