



SIMAR PORT PRIVATE LIMITED

# PORT INFORMATION AND REGULATIONS MANUAL

CHHARA PORT  
UN/LOCODE - INCRP

CHHARA VILLAGE, KODINAR TALUKA,  
GIR-SOMNATH DISTRICT, GUJARAT

## 1 Disclaimer

This Port Information and Regulations Manual, hereafter called as the “PIRM” has been prepared to meet the information needs of users and berthing ships at Chhara Port.

The PIRM contains general Port information, applicable regulations, safe work procedures and emergency response details, together with specific information governing the operations of ships at Chhara Port.

This document is issued by the Chhara Port Authority (CPA) and has been compiled for use by masters of seagoing vessels, shipping lines and other port users. CPA shall not in any way be or become responsible in law or otherwise for any errors in or omissions from this publication of whatsoever nature and howsoever occurring.

Any substantive change to port regulations, practices or procedures would be reflected in amendments to this manual as soon as practicable.

In case of any doubts or clarifications, intended user of this PIRM is directed to reach out to the Office of HOD Marine, contact details of which are included in the subsequent sections of this document.

## 2 Emergency information

In the event of an emergency:

- Immediately inform Marine Control Room on VHF CHANNEL 16 & CHANNEL 14
- State:
  - Vessel name
  - Position of vessel
  - Nature of emergency
  - Type of assistance required.

Following contact information<sup>1</sup> can be used for emergency purposes:

*Table 2-1 Chhara Port In-House Emergency Contact Details*

S. NO.	EMERGENCY CONTACTS	CONTACT NO.
1.	Marine Control Room Radio Officer (24 Hours)	
2.	Security Control Room (24 Hours)	
3.	LNG Cargo Operations Control Room (24hours)	
4.	Port Head	
5.	HOD Marine / PFSO	
6.	HOD O&M	
7.	HOD Security	
8.	QHSE Department	

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<sup>1</sup> To be updated as and when information is available.

*Table 2-2 Chhara Port Outdoor Emergency Contact Details*

Sr. No.	Name of Office, Address	Phone No. Fax No. Email ID	Contact Person, Mobile No.
<b>GOVERNMENT AUTHORITIES</b>			
1.	Gujarat Pollution Control Board Paryavaran Bhavan, Sector-10A, Gandhinagar-382010	Ph. 079- 23232152 Fax 079-23232156 / 2784 / 2161 <a href="mailto:gpcbchairman@gmail.com">gpcbchairman@gmail.com</a> <a href="mailto:chairman-gpcb@gujarat.gov.in">chairman-gpcb@gujarat.gov.in</a>	Chairman
2.	Maritime Rescue Co-ordination Centre MRCC, Mumbai HQ Coast Guard Region (West) Worli Sea Face, Post – Worli Colony Mumbai – 400 030	Ph. 022-24316558 / 24383146 / 24388065 Fax 022-24383592 <a href="mailto:mrcc-west@indiancoastguard.nic.in">mrcc-west@indiancoastguard.nic.in</a>	The Officer-in- Charge MRCC, Mumbai
3.	Maritime Rescue Sub Centre MRSC, Porbandar Headquarters Coast Guard Near RGT College, Porbandar Gujarat – 360 575	Ph. 0286-2242451 Fax 0286-2210559 <a href="mailto:mrsc-dhq1@indiancoastguard.nic.in">mrsc-dhq1@indiancoastguard.nic.in</a> <a href="mailto:dhq1@indiancoastguard.nic.in">dhq1@indiancoastguard.nic.in</a>	The Officer-in- Charge MRSC, Porbandar
4.	The Commanding Officer Indian Coast Guard Station, Veraval, Gujarat - 362265	Ph. 02876-242352 <a href="mailto:cgs-vrl@indiancoastguard.nic.in">cgs-vrl@indiancoastguard.nic.in</a>	MSO Ph. 02876-241352
5.	Indian Coast Guard Pollution Response Team (NW) Indian Coast Guard Station Vadinar, Village and PO Vadinar, Dist. Devbhoomi Dwarka, Gujarat 361010	Ph 02833-256560 <a href="mailto:pri-nw@indiancoastguard.nic.in">pri-nw@indiancoastguard.nic.in</a>	Mr. J R Nirmal Raj, Dy Commandant Dy Officer-in-charge
6.	The Commander Headquarters Coast Guard Region (North West), Gandhinagar 382010	Ph. 079-23243241 Fax 079-23243283	COMCG (NW) Regional Ops & Plans Officer
7.	The Officer-in-Charge Coast Guard Pollution Response Team (West), Mumbai	Ph. 022-23722438 Fax 022-23728867	PRT (W) Officer-in-Charge
8.	Gujarat Maritime Board HQ SAGAR BHAVAN, Sector 10-A, CHH Rd, opp. Air Force Centre, Gandhinagar, Gujarat 382010	Ph. 079-23238346 / 47 / 48 / 51 Fax 079-23234703 <a href="mailto:info@gmbports.in">info@gmbports.in</a>	Vice Chairman & CEO Chief Nautical Officer
9.	Local GMB Office Port Area, Near Patan Darwaja, VERAVAL, Dist. Gir Somnath, Pincode - 362265	Ph. 02876-220001 Fax 02875-243138 <a href="mailto:info.veraval@gmbports.in">info.veraval@gmbports.in</a>	Mr. Bhavesh Fofandi, Assistant Port Officer 9426830111
10.	MMD Mumbai Mercantile Marine Department Old CGO Building, M.K. Road, Mumbai-400 020	Ph. 022-22039881/ 9883 / 9981 / 9781 Fax 022-22013307 <a href="mailto:mmdmumbai@vsnl.com">mmdmumbai@vsnl.com</a> <a href="mailto:mumbai@mmd.gov.in">mumbai@mmd.gov.in</a>	Capt. K.P. Jayakumar Principal Officer

Sr. No.	Name of Office, Address	Phone No. Fax No. Email ID	Contact Person, Mobile No.
11.	MMD Kandla Mercantile Marine Department, Plot No. 16, Sector-8, Government Office Area, Behind KPT Admin Building, Near Maitri Bhavan, Gandhidham, Pin Code- 370201	Ph. 02836-297127 / 28 Fax 02836-297126 PO's Email <a href="mailto:skd-dgs@gov.in">skd-dgs@gov.in</a> Office E-mail <a href="mailto:kandla-mmd@gov.in">kandla-mmd@gov.in</a>	Capt. Santosh Kumar S. Darokar Principal Officer (I/C)
12.	MMD Jamnagar (sub-ordinate office of MMD Kandla) Mercantile Marine Department 3rd floor, Deep Bhavan, Pandit Nehru Marg, Jamnagar - 361 008	Ph. 0288-2752873 Fax 0288-2753693 SIC's Email <a href="mailto:sic.jamnagar-mmd@gov.in">sic.jamnagar-mmd@gov.in</a> Office Email <a href="mailto:jamnagar-mmd@gov.in">jamnagar-mmd@gov.in</a>	Capt. Mohit Kumar Behl, Nautical Surveyor (Addl. In-charge)
13.	District Collector & DM Collector Office, Veraval-Talala Road, Inaj Village, Gir Somnath	Ph. 02876- 285001 Fax 02876-285300 <a href="mailto:collector-girsomnath@gujarat.gov.in">collector-girsomnath@gujarat.gov.in</a> <a href="mailto:collectorgirsomnath@gmail.com">collectorgirsomnath@gmail.com</a>	Mr. R.G Gohil, IAS DC & DM
14.	Local Police Station Sugar Factory Campus, Veraval Road, KODINAR, Dist. Gir Somnath, Pincod - 362720	Ph. 02795-221504 Fax 02795-221504 <a href="mailto:polstn-kodi-jun@gujarat.gov.in">polstn-kodi-jun@gujarat.gov.in</a>	Mr. Prakash Bheda, Head Constable 9033757586
15.	Local Health Administration, Taluka Health Office Near CHC, Govt. Hospital, Main Bazar, KODINAR, Dist. Gir Somnath, Pincod - 362720	Ph. 02795-220030 Fax 02795-220030 <a href="mailto:thokodinar.health.junagadh@gmail.com">thokodinar.health.junagadh@gmail.com</a>	Dr. Mahesh Padhiyar, Medical Officer 7698256566
16.	Customs Office, Veraval Port Area, Near Patan Darwaja, VERAVAL, Dist. Gir Somnath, Pincod - 362265	Ph. 02876-240200	Mr. Chippa – Customs Supt. 9427567578
17.	Municipality Fire Services, Nagar Palika Office, Kodinar Devli Road, Near Garden, KODINAR, Dist. Gir Somnath, Pincod - 362720	Ph. 02795-220010 <a href="mailto:np_kodinar@yahoo.co.in">np_kodinar@yahoo.co.in</a>	Mr. Jasubhai 9275115925
18.	Municipality Office / Nagar Palika Devli Road, Near Garden, KODINAR, Dist. Gir Somnath, Pincod - 362720	Ph. 02795-220010 <a href="mailto:np_kodinar@yahoo.co.in">np_kodinar@yahoo.co.in</a>	Mr. Sanjay N Bhatt 9879591001
19.	Mul Dwarka Port Ambuja Cements Ltd. PO Ambujanagar, Taluka Kodinar, District Gir Somnath Gujarat - 362715	Ph. 02795-221137 / 232365 / 221334	Capt. Ravindra Kumar, GM – Port Ops 7227042658
<b>GOVERNMENT HOSPITALS</b>			
1	Community Health Center / Govt. Hospital CHC, Govt. Hospital, Main Bazar, KODINAR, Dist:- Gir Somnath, Pincod - 362720	Ph. 02795-221529 <a href="mailto:chckodinar.girsomnath@gmail.com">chckodinar.girsomnath@gmail.com</a>	Dr. Vijay D Oraol, Supritendant 9428861376/ 9106263717

Sr. No.	Name of Office, Address	Phone No. Fax No. Email ID	Contact Person, Mobile No.
2	R.N. Vala Trust Hospital Near Sugar Factory, Veraval Road, Kodinar, Dist.Girsomnath-362720	Ph. 02795-221776	Mr. Pratap Vala 9227873456
<b>PRIVATE HOSPITALS</b>			
1	Ambuja Multi-speciality Hospital. P.O AmbujaNagar, Tal.Kodinar, Dist.Girsomnath-362720	Ph. 02795-232108 Ph. 02795-232109 <a href="mailto:info@ambujahospital.org">info@ambujahospital.org</a>	Reception/ Emergency 9161234567 / 7069360084
2	Mannan Hospital, Chhara zapa, Kodinar, Gujarat 362720	Ph. 02795-220022	Dr.B.R Dodiya. MD
3	Shambhuti Ortho Hospital, Opp. Somnath Academy, Veraval Highway, Kodinar, Dist.Girsomnath- 362720	<a href="mailto:bhaumikbarad06@gmail.com">bhaumikbarad06@gmail.com</a>	Dr. Satyajit Barad, MBBS, DNB - Ortho Reception/ Emergency 9081081086
4	Sejal Surgical Hospital, Marketing Yard, APMC, Kodinar, Dist.Girsomnath-362720		Dr. Vijay Barad, MS Reception/ Emergency 098242 39590
5	Dr. Rajesh Upadhyay, MD - Medicine Madhav Complex, Near Railway Station, Kodinar, Dist.Girsomnath- 362720	Ph. 02795-223050	Dr. Rajesh Upadhyay, MD - Medicine Reception/ Emergency 9978231593
6	Vardan Gaynec Hospital, Chhara Zapa, Near Shivalaya Complex, Kodinar, Dist.Girsomnath- 362720	Ph. 02795-222108	Dr. Nitesh Parmar, MD - Gynaecologist
7	Sparsh Children Hospital, Near Railway Crossing, Kodinar	Ph. 02795-223108	Dr. Bharat Parmar, MBBS, DCH
<b>AMBULANCE SERVICES</b>			
1	Hari Om Ambulance Service Kodinar		Mr. D J Mer 7622053545
2	Rambhai Ambulance Service		Mr. Ram Bhai 9228374753

Sr. No.	Name of Office, Address	Phone No. Fax No. Email ID	Contact Person, Mobile No.
3	Abbas Ambulance Service		Mr. Abbas 9824802000
<b>HOTELS</b>			
1	Vincca Hotel - 3 Star Near Somnath Academy, Veraval Highway, KODINAR, Dist:- Gir Somnath, Pincode - 362720	Ph. 02795-296080 <a href="mailto:reservations.suninn@vinncahotels.com">reservations.suninn@vinncahotels.com</a> <a href="mailto:gm.suninn@vinncahotels.com">gm.suninn@vinncahotels.com</a>	Mr. Neel 9097299998/ 9097199998/ 9909924006
2	Sunshine Hotel Opp. RN Vala Hospital, Veraval Road, Kodinar, Dist.Girsomnath- 362720	Ph. 02795-222111 <a href="mailto:rkjadav1011@gmail.com">rkjadav1011@gmail.com</a>	Mr. Pankaj Gosai 9974848348
3	Jayraj Hotel Abhijay Complex, Chhara Zapa, Kodinar, Dist.Girsomnath-362720	Ph. 02795-220555	Reception 9723292870 / 9824600555/ 9228800555
4	Shree Sai Guest House Opp. Bus Stand, Kodinar, Dist.Girsomnath-362720	Ph. 02795-222201	Reception 9228742143/ 9922770535
5	Sun View Hotel Opp. Bus Stand, Kodinar, Dist.Girsomnath-362720	Ph. 02795- 222110	Reception 9924404455/ 9274725525

### 3 Important information

- Access to and from vessel is with the assigned terminal/ vessel gangways only.
- Vessel personnel must not interact with wharf fenders in any situation. Accessing fenders is strictly prohibited.
- Climbing onto, jumping over, sitting on, walking on or stepping across fenders is prohibited.
- Crew cannot operate or interfere with shore gangway facilities.
- Fishing and swimming are strictly prohibited.
- Smoking is strictly prohibited.
- Crew do not have permission to walk along the wharf. Crew may only go ashore if transport is arranged or for reading drafts. If reading drafts, crew to not walk through barricaded or roped off area. Crew must ensure the following protective equipment are worn:
  - Helmet/Hard hat.
  - Safety glasses
  - Safety footwear
  - Boiler suits with high visibility reflectors
  - Gloves
- Main engine testing must not be carried out while alongside without prior terminal/ port approval. Upon completion of cargo loading/ unloading, vessel Master to seek permission from terminal/port to test the main engines prior pilot boarding for sailing out. Marine Control Room to be contacted for the same.



## 4 General contact information

- **Site address:**

Chhara Port, Chhara Village, Kodinar Taluka, Gir-Somnath District, Gujarat

- **Corporate location:**

SP Centre, 41/44 Minoo Desai Marg, Colaba, Mumbai, Maharashtra – 400005

- **Requests for port information:**

Chhara Port

Attn: HOD Marine

- **Telephone number<sup>2</sup>:**

Port Radio Control Station Marine Control Room: +91-

Port Facility Security Officer (PFSO) / HOD Marine: +91-

LNG Terminal Control Room: +91-

- **Radio contact:**

VHF Channel 16 and Channel 14

- **Time zone:**

Indian Standard Time (IST)

UTC + 0530 hours / Zone +5.5

Note: No Daylight Savings Time for this area.

- **Official language:**

English

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- **Gujarat Maritime Board (GMB)**

- A. GMB Head Quarters**

- Address: 'SAGAR BHAVAN' Sector 10-A, Gandhinagar – 382010 Gujarat (India)

- Phone Numbers: +91 79 23238346, +91 79 23238347, +91 79 23238348, +91 79 23238351

- Fax: +91 79 23234703

- Email: [info@gmbports.in](mailto:info@gmbports.in)

- Website: [www.gmbports.org](http://www.gmbports.org)

- B. The Regional Port Officer**

- Address: Veraval Port, Veraval – 362265, Gujarat (India)

- Phone: +91 2876 220001

- Fax: +91 2876 243138

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## 8 Revision History

S.No.	Revision No.	Date of Revision	Pages Revised	Brief Description of Revision
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## 9 Abbreviations

AIS	Automatic Identification System
CPA	Chhara Port Authority
DOS	Declaration of Security
ETA	Estimated Time of Arrival
GMB	Gujarat Maritime Board
GPCB	Gujarat Pollution Control Board
HOD	Head of Department
HPLNG	HPCL LNG Limited
hr	Hour(s)
IALA	International Association of Marine Aids to Navigation and Lighthouse Authorities
ICG	Indian Coast Guard
IMO	International Maritime Organization
In	Inches
ISPS	International Ship and Port Facility Security (code)
ISSC	International Ship Security Certificate
IST	Indian Standard Time
km	Kilometres
LNG	Liquefied Natural Gas
m	Meters
mm	Millimeters



MCR	Marine Control Room of Chhara Port
MMTPA	Million Metric Tons Per Annum
NM	Nautical Mile
PFSP	Port Facility Security Plan
PFSO	Port Facility Security Officer
PIRM	Port Information and Regulations Manual of Chhara Port
RACON	Radio Beacon
R-LNG	Regasified LNG
SOPEP	Shipboard Oil Pollution Emergency Plan
SPPL	Simar Port Private Limited
SW	Southwest
UHF	Ultra-High Frequency
UTC	Universal Time Coordinate
VHF	Very High Frequency
VSO	Vessel Security Officer
VSP	Vessel Security Plan

## 10 Quality, Health, Safety, Security & Environment Policy

Simar Port Private Limited - Chhara Port is committed to provide prompt and effective Operation, Management and Maintenance of the Sea-Port and allied facilities for Bulk, Break Bulk, Project, Container and Liquid Cargoes works and related fields through our competent technical personnel, appropriate equipment's & procedures by continually improving the effectiveness of quality management system to achieve total customer satisfaction.

Simar Port Private Limited - Chhara Port firmly believes that Health, Safety and environmental conditions of its employees & Clients while at workplace is of utmost importance and Safety is an essential and integral part of each and every activity. Therefore, all work shall be carried out with utmost care, giving due consideration to safety which shall not be compromised under any circumstances. Accidents and risks to health and environmental are preventable through continual improvement in working environment and involvement of all employees making thereby a safe, healthy & accident-free workplace. The management sincerely believes that accidents are preventable & aim to achieve "ZERO ACCIDENT, ZERO INCIDENT"

We commit in avoiding pollution of environment, optimizing resource utilization and making employee involvement & awareness in evolving a management system.

We are committed to ensure social compliances and do not use any unfair or forced labour practices and will not employ individuals that are not legally documented.

To achieve the above policy & goals, SPPL has decided to design an effective management system, performance for which will be monitored and continually improved by incorporating various quality, health, safety, security, environment objectives.

With regard to quality, health, safety, security and environment objectives, It will:

- comply with the requirements of all relevant statutory, regulatory and other provisions.
- incorporate appropriate Quality, Health, Safety, Security, Environment and Social Responsibility criteria and factors into customer service.
- provide & maintain a safe, secured & healthy work place through operational procedures, safe systems and methods of work.
- equipment shall be maintained & collectively managed to reduce breakdown & operational downtime.
- identify all existing and new hazards and take all practicable steps to eliminate or minimize the exposure to any hazards.



- encourage employee's consultation and participation in all health and safety matters enable employees to elect health and safety representative.
- communicating our environmental commitment to clients, employees, and other interested parties.
- prevent pollution & optimize resource utilization.
- provide safety awareness training to protect all employees from foreseeable work hazards and environment awareness training to contribute to protecting the environment.
- work with major suppliers and contractors to facilitate the overall quality, health, safety, security, environment, and social responsibility performance improvement.
- review policy at periodic intervals.

Place: Chhara Port

Date: 01.01.2023

Rev 0

Managing Director

## 11 Objective and application

This Port Information and Regulations Manual is aimed to inform Chhara Port users about the Port and regulations to be followed whilst within Chhara port limits. This information and regulations are intended to ensure safe and efficient operations at the Port.

Nothing in this manual shall contravene with requirements of any special or additional rules or regulations that may be introduced or modified by the Government of India, Government of Gujarat, Gujarat Maritime Board (GMB) or Chhara Port in respect of the vessels to which these requirements apply.

The regulations mentioned herein in this manual apply to all operations from pre-arrival preparation, arrival, berthing, cargo transfer, unberthing, till the vessel is safely out of Chhara port limits.

## 12 Applicable codes, regulations, and guidelines

The Master and his Crew shall observe the following regulations, where appropriate to port operations:

- Chhara Port Regulations
- SOLAS (International Convention for the Safety of Life at Sea – Consolidated edition, as amended)
- MARPOL (International Convention for the Prevention of Pollution from Ships, as amended)

The Master and his Crew shall observe the relevant laws, recommendations and regulations issued by the following industry bodies:

- International Maritime Organization (IMO)
- Oil companies International Marine Forum (OCIMF)
- Society of International Gas Tanker & Terminal Operators (SIGTTO)
- The World Association for Waterborne Transport Infrastructure or Permanent International Association of Navigation Congresses (PIANC)
- International Chamber of Shipping (ICS)
- International Group of Liquefied Natural Gas Importers (GIIGNL)



## 13 Introduction

### 13.1 Port information

M/s Simar Port Private Limited (SPPL) is developing an all-weather, multi-cargo, multi-purpose, deep draft greenfield port near Chhara Village, Kodinar Taluka, Gir - Somnath District, Gujarat, India. Project site is about 50 km West of Diu. The proposed project site lies at Latitude 20°40'20.45" N and Longitude 070°41'70.48"E.

The salient features of the planned port are as follows:

- 10 berths (as per Master Plan)
- ~ 4 km offshore breakwater
- Depth ~ 16-20 meters
- All connecting infrastructure (pipelines and road) to hinterland.

SPPL have planned port development in various phases. Phase 1 of the project consists of LNG terminal with storage and regasification facilities with a total planned throughput of 5 MMTPA. The LNG facilities have been Sub-Concessioned to HPCL LNG Limited (HPLNG), a 100% subsidiary of Hindustan Petroleum Corporation Ltd (HPCL).

To achieve the tranquility conditions required for safe operation of LNG berth, a breakwater of approx. 2 km length is being constructed as part of Phase 1 in line with Port's Master Plan. Other infrastructure at Chhara Port is under construction and is scheduled to commence operations as per Port's Master Plan.

Location of Chhara Port is depicted in the following map:

Figure 13-1: Location of Chhara Port

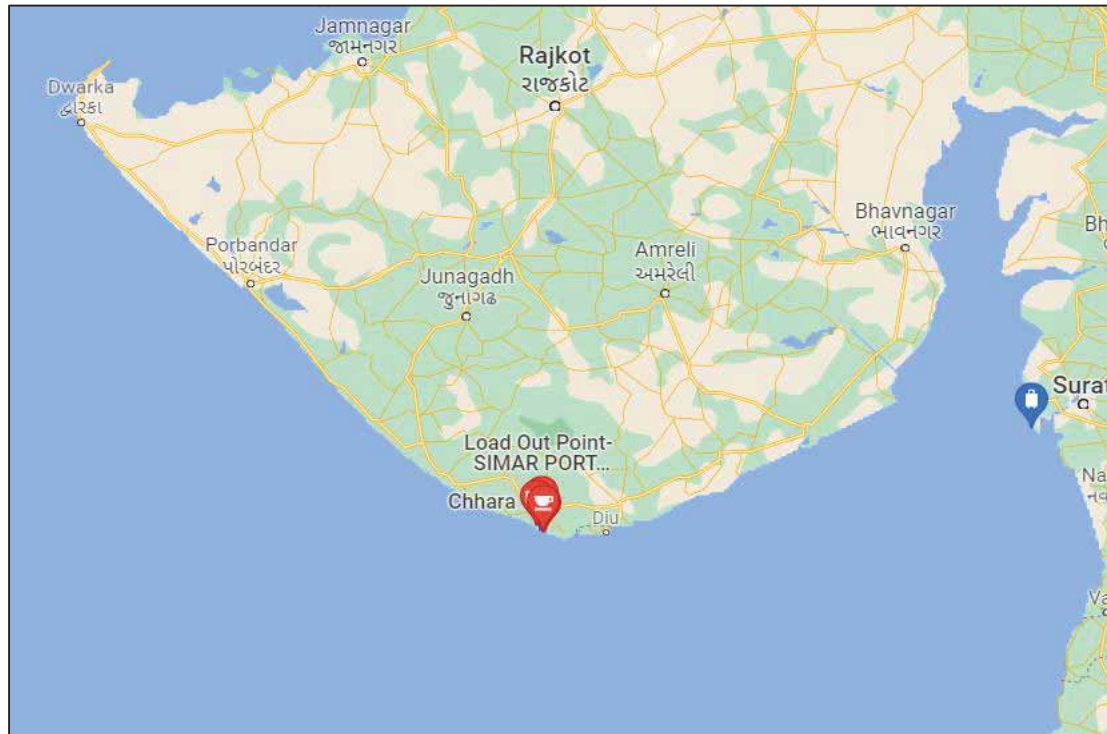
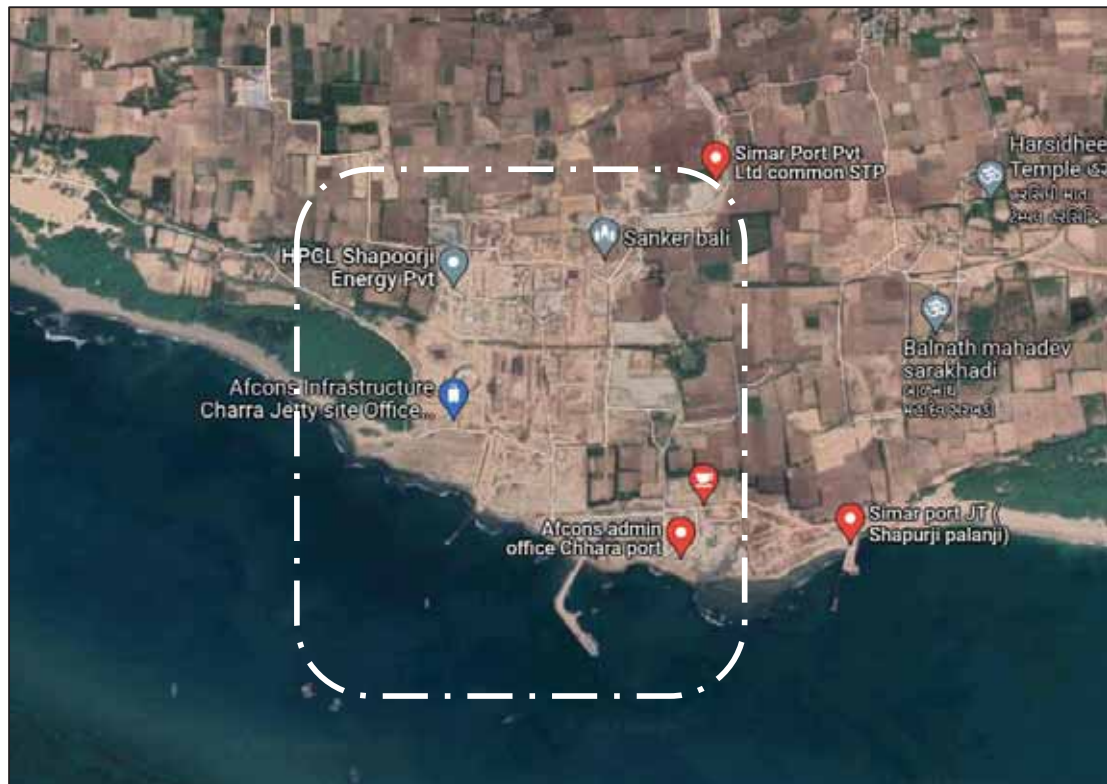


Figure 13-2: Chhara Port



## 13.2 Port details

Chhara Port shall comprise of required infrastructure for handling LNG, Dry Bulk, Container, and other Liquid Bulk cargoes.

### 13.2.1 LNG terminal

HPCL LNG Limited (HPLNG), a 100% subsidiary of Hindustan Petroleum Corporation Limited (HPCL), is setting up a 5 MMTPA greenfield land-based R-LNG terminal at Chhara Port under a Sub-Concession Agreement from SPPL. LNG Terminal capacity can be ramped up to 10 MMTPA in the future.

### 13.2.2 Liquid bulk terminal

West Coast Liquid Terminal Pvt. Ltd. (WCLTPL) is developing an LPG and liquid bulk terminal facility of 10 MMTPA capacity (LPG-5 MMTPA, POL-3.5 MMTPA, Veg Oil-1.5 MMTPA) to store and handle LPG, chemicals, petrochemicals, veg oils and petrol oil lubricants (POL) (collectively referred to as 'Liquid Bulk Cargo') at the port. West Coast Liquid Terminal Pvt. Ltd.

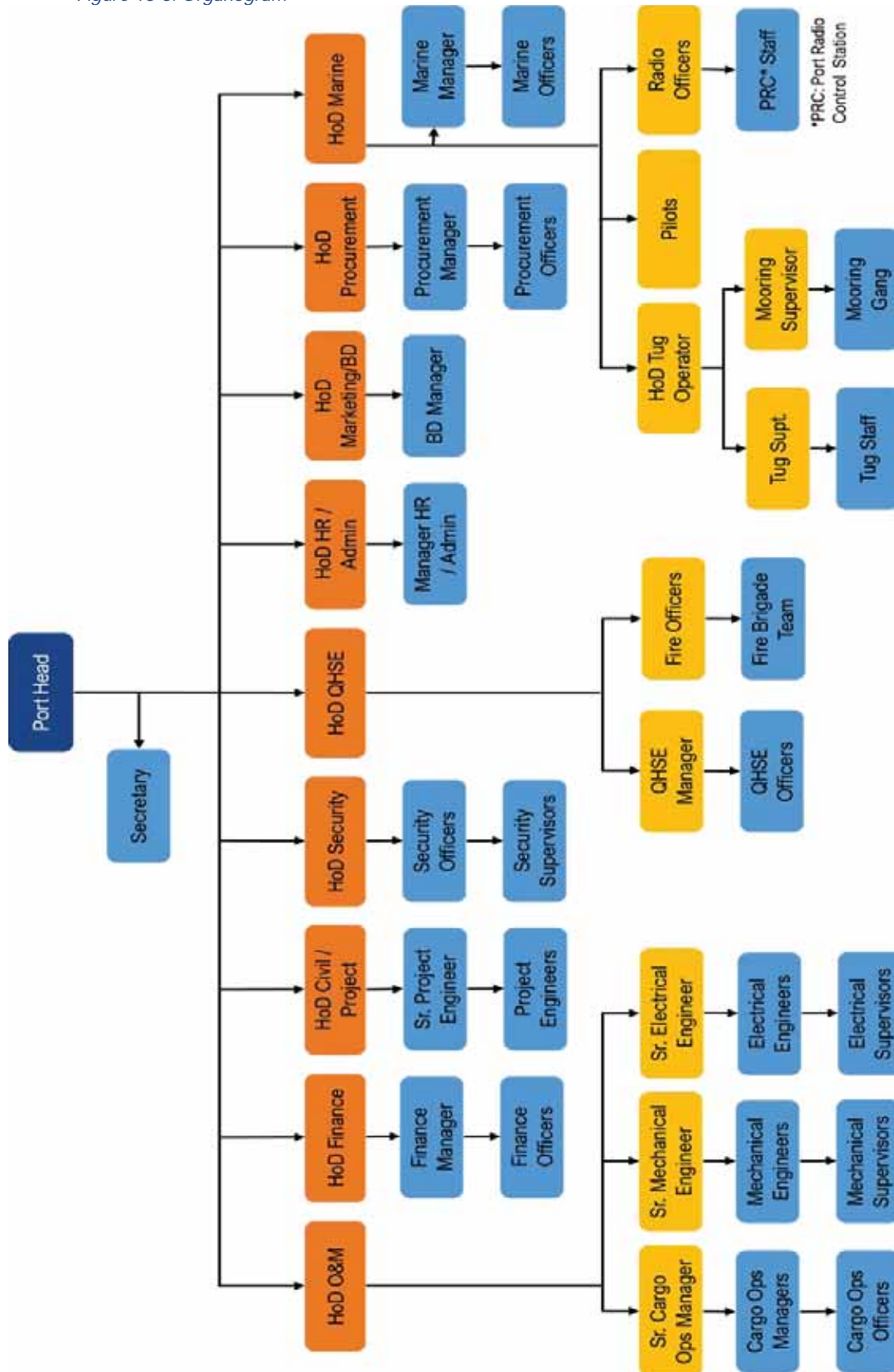
(WCLTPL) is a 100% subsidiary of SP Ports Private Limited (SPPPL) which has been incorporated for the purpose of development of LPG and Liquid Bulk Terminal at Chhara Port and will work as an independent third-party bulk liquid storage and handling facility at the port.

### 13.2.3 Bulk terminal

SPPL is developing an 8 MMTPA Dry Bulk Terminal within Chhara Port to handle multiple cargoes like coal, cement, limestone etc. SPPL is also developing island breakwater of 3900 mtrs to provide tranquil condition within Chhara Port all year round.

13.3 SPPL organization chart

Figure 13-3: Organogram



\*The organogram will be updated as and when the resources are employed at site

### 13.4 Chhara port limits

Chhara Port limits have been notified by the Government of Gujarat under Section 5 of the Indian Ports Act, 1908 (15 of 1908) vide Government Notification, Ports and Transport Department Notification No. PT/4/2015/WKS-512007-G-198/(Part-I)-GH-1 dated 19 February 2015 as follows:

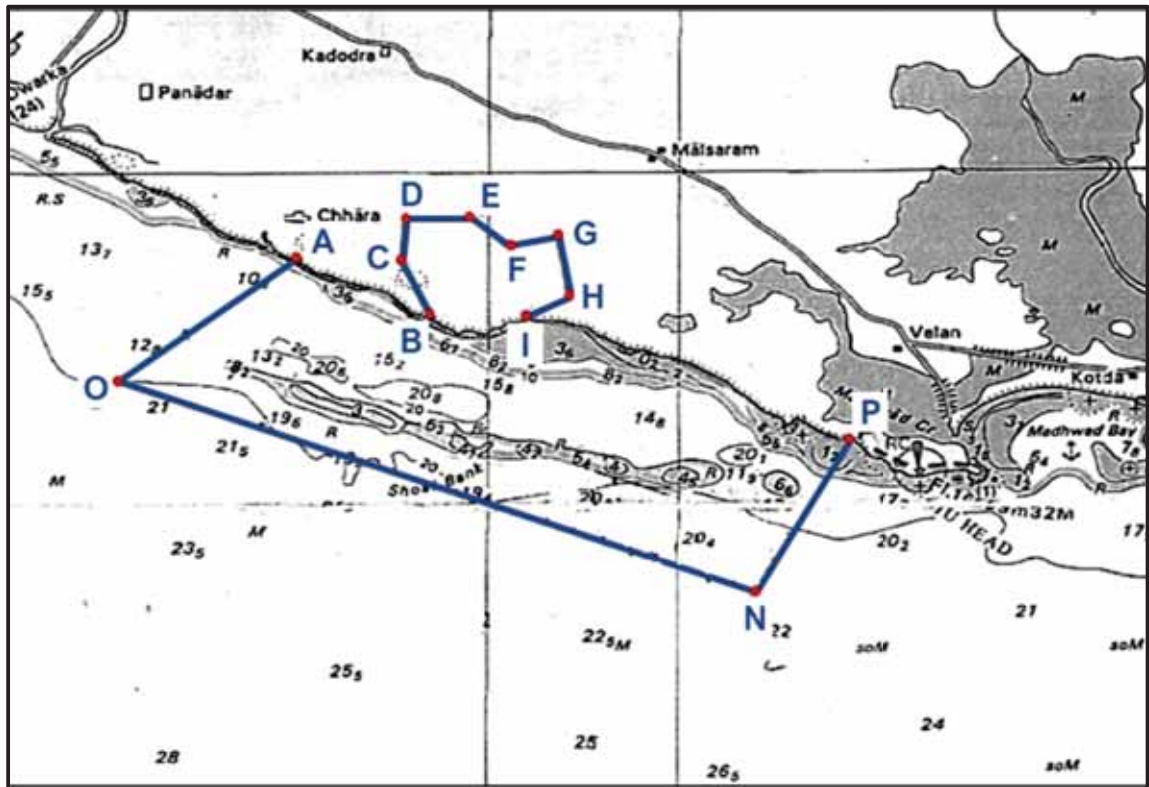
*Table 13-1 Chhara Port Limits*

Port Limits of Chhara Port	
NORTH	Port limit starts from Point "A" at Lat. 20°44'00.00"N, Long. 070°43'00.00"E moving Eastwards along the Highest High Tide Line to Point "B" at Lat. 20°43'23.82"N, Long. 070°44'21.95"E to Point "C" at Lat. 20°43'55.19"N, Long. 070°44'07.64"E to Point "D" at Lat. 20°44'27.84"N, Long. 070°44'08.55"E to Point "E" at Lat. 20°44'27.28"N, Long. 070°44'49.39"E to Point "F" at Lat. 20°44'04.46"N, Long. 070°45'09.73"E to Point "G" at Lat. 20°44'16.51"N, Long. 070°45'44.45"E to Point "H" at Lat. 20°43'32.99"N, Long. 070°45'52.89"E to Point "I" at Lat. 20°43'25.00"N, Long. 070°45'23.42"E
EAST	From Point "I" at Lat. 20°43'25.00"N, Long. 070°45'23.42"E extending along the Highest High Tide Line to Point "P" at Lat. 20°41'48.66"N, Long. 070°48'55.69"E
SOUTH	From Point "P" at Lat. 20°41'48.66"N, Long. 070°48'55.69"E to Point "N" at Lat. 20°40'00.00"N, Long. 070°48'00.00"E
WEST	From Point "N" at Lat. 20°40'00.00"N, Long. 070°48'00.00"E to Point "O" at Lat. 20°42'30.00"N, Long. 070°41'00.00"E and then to Point "A"

Same is shown in the following figure:



Figure 13-4: Chhara Port Limit map



### 13.5 Met-ocean conditions

#### 13.5.1 Tidal height

The current regime at the site is expected to be dominated by semi-diurnal tidal components, with predictable variations over diurnal, monthly and annual time scales. However, there is also a superimposed seasonal current driven by the monsoon winds which is expected to modify the current speed and direction to some extent. The currents along this stretch of coast are expected to be generally weak to moderate and aligned roughly parallel to the coast. The ebb sets WNW and the flood sets ESE.

The tidal range at the site is as follows:

*Table 13-2 Chhara Port Tidal levels*

Tidal Description Stages	Tidal Stages (m CD*)
Highest Astronomical Tide - HAT	+2.68m
Mean High Water Springs - MHWS	+2.18m
Mean High Water Neaps - MHWN	+1.88m
Mean Sea Level - MSL	+1.47m
Mean Low Water Neaps - MLWN	+1.34m
Mean Low Water Springs - MLWS	+0.98m
Lowest Astronomical Tide - LAT	-0.20m

\* All levels w.r.t. Chart Datum (CD)

### 13.5.2 Tidal current

The peak magnitude of current during spring tide varies between 0.8m/sec to 1.2m/sec and the peak magnitude during neap tide varies between 0.4m/sec to 0.8m/sec. During flood tide, the direction of the current is towards East varying between 070 to 120 degrees North and during ebb tide the current is towards West, varying between 260 to 320 degrees with respect to North.

### 13.5.3 Wind

The region is affected by the SW monsoon between approximately mid-June to mid-September. During this period the prevailing wind direction is from the SW, with wind speeds regularly between 30 and 38 knots.

During non-monsoon season, the maximum prevailing winds are less strong (20 to 25 knots) primarily from the NE quadrant.

### 13.5.4 Wave climate

The local wave conditions in the approaches to Chhara Port comprises of two main components, the long period swell from Indian Ocean, and shorter period locally generated waves caused by winds blowing from between ESE and WNW. Most waves come from south-west and westerly direction sectors (195-285°N) with incident waves up to approximately Hs 5.7m predicted in the sector 225-255°N. About 80 % waves are within the range 5 to 9s mean period. There are several longer period wave conditions with mean periods in the range 10 to 14s, though the associated wave heights are less than 3m Hs.

*Table 13-3 Chhara Port wave conditions*

Seasons*	Significant wave height Hs (m)	Max. wave height Hmax (m)	Mean wave period Tm (s)	Peak wave period Tp (s)	Wave Direction (deg. N)
SW Monsoon	0.89	1.6	7.0	9.0	255-275
NE Monsoon	0.29	0.5	3.3	4.3	255-275
Non-Monsoon	0.29	0.5	4.4	5.7	255-275

\*Season months:

- SW Monsoon: June to September
- NE Monsoon: October to December
- Non-Monsoon: January to May



## **14 Important port personnel involved in marine operations.**

### **14.1 Port Head**

Port Head has overall authority over the Chhara Port.

### **14.2 HOD Marine**

HOD Marine is responsible for the planning and execution of port marine operations such as designating where vessels should lie within the Harbour, vessel traffic management services, the provision of pilotage services and any other marine-related operations.

### **14.3 Mooring Master**

Stationed at the jetty to assist the Pilot during approach to the berth/Jetty for safe berthing and unberthing operations of visiting vessels.

### **14.4 Pilot**

Assists the vessel master in manoeuvring within Chhara Port limits and berthing and unberthing of the vessel.

### **14.5 Vessel Traffic Controller / Radio Officer**

Responsible for traffic control at the port

## 15 Port crafts and Navigation

### 15.1 Anchorage

Chhara port has a designated anchorage area for waiting vessels or for emergency use prior or after berthing. The anchorage area is as shown in the following figure with a diameter of 1 NM, centered at Lat/Long 20°41'28.52"N / 070°42'0.23"E.

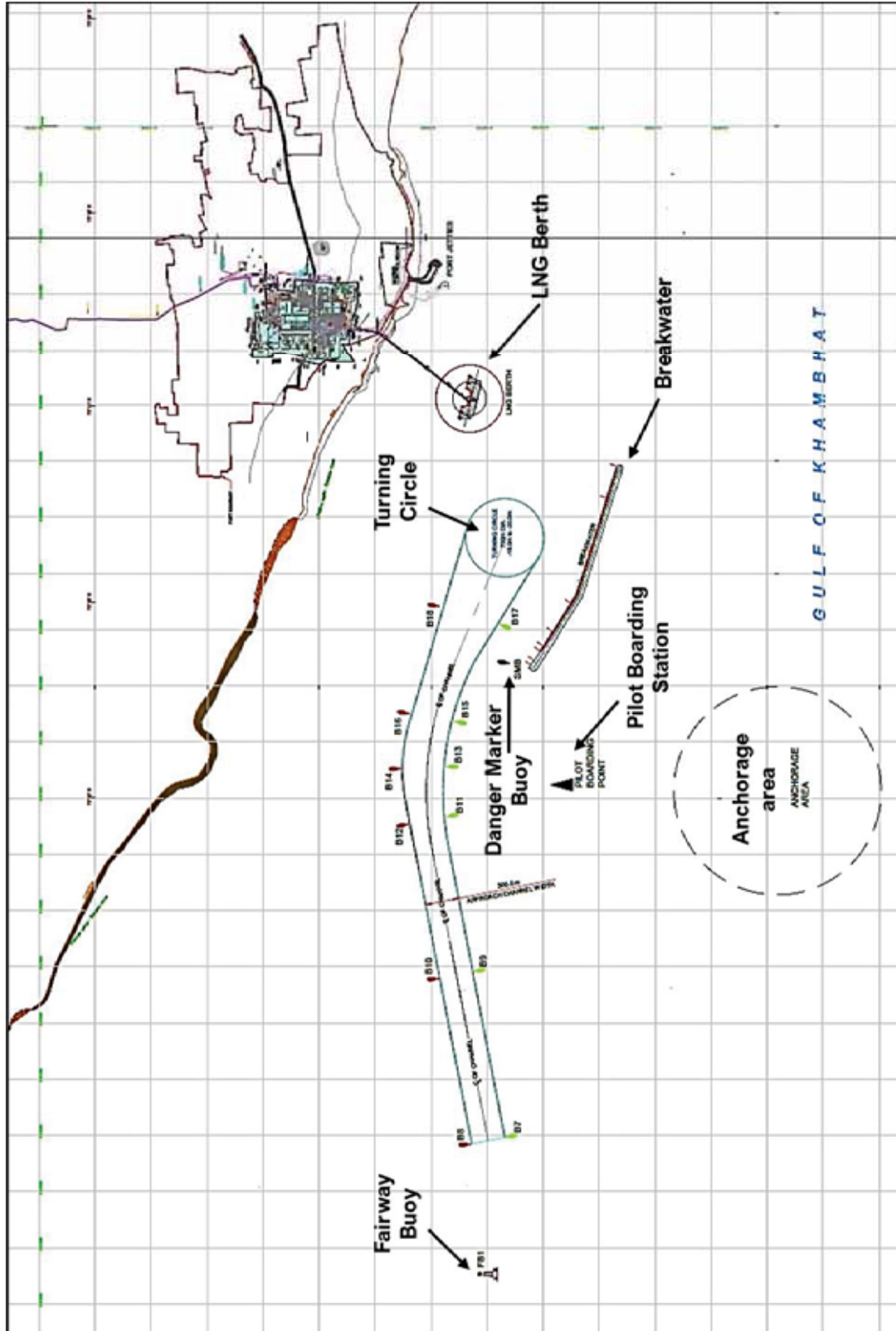
Vessel Masters are advised that a continuous and competent anchor watch must be kept while at anchorage with readiness of vessel main engines at short notice.

### 15.2 Navigation channel

Navigation channel at Chhara Port is designed for one-way shipping traffic at any given time. The width of the channel is 300m with a total length of approx. 3 nautical miles. Width of the channel at the bend is 370m. The minimum depth presently available (without dredging) in navigable waters of Chhara Port is approx. 12.5 meters and there is a tidal range of approx. 2.5-3 meters available at the port. During the initial phase, the Port plans to restrict vessels up to 12.5 meters draft and will handle these vessels during the high water only, to take additional precautions for the safe under keel clearance. In subsequent development, the Port will carry out dredging in the channel to maintain an average depth of 16.2m below the Chart Datum.

Ships carrying dangerous goods such as LNG are given preference for the use of navigation channel. There is a turning basin at the shore end of the channel with diameter of 700m, centered at 20°42'47.0"N and 070°43'18.8"E. Vessels are generally turned in the turning basin before berthing. The channel is marked with Aids to Navigation as described in the further sections.

Figure 15-1: Navigation area of Chhara Port



### 15.3 Aids to Navigation

Aids to Navigation at Chhara Port are provided to ensure safe and efficient navigation of vessels to and from the port. These aids will assist the masters and pilots in determining the position of vessel while transiting the navigational channel and maneuvering inside the port.

Buoys are installed along the port and starboard sides of the channel as well as a fairway buoy near the channel entrance. There is also a special danger marker buoy installed near the West end of the breakwater for safety of navigation purpose. The buoys are as shown in.

All applicable standards and maintenance regulations, such as those published by the International Association of Lighthouse Authorities (IALA) govern the design specifications for the aids to navigation.

#### 15.3.1 Channel marker buoys.

Buoys are installed at locations along the periphery of the approach channel as shown in the Figure 15-1 above. The buoys are installed along the port side and starboard side of the approach channel as per IALA recommendations for Region A.

The buoys are suitable for solar operated LED lighting systems. Radar reflectors are fitted on each buoy. For ease of navigation during daytime the buoys have been provided with pillar type day mark & shape and color of which are in accordance with IALA recommendations for Region A.

#### 15.3.2 Fairway Buoy

A Fairway buoy is installed as per Figure 15-1 above. The co-ordinates are as mentioned in the following Table 15-1

#### 15.3.3 Special Marker Buoy

A Special Marker buoy is installed as per Figure 15-1 above to mark the danger to navigation, posed by the vicinity of breakwater. The co-ordinates are as mentioned in the following Table 15-1

*Table 15-1 Buoys and other Coordinates*

<b>Chhara Port - Navigational Aids - Position details</b>				
<b>Location</b>			<b>LAT - LONG</b>	
			<b>Latitude N</b>	<b>Longitude E</b>
1	Channel marker Buoy	B7	20°42'52.81"N	70°40'40.33"E
2		B8	20°43'04.53"N	70°40'39.00"E
3		B9	20°43'03.46"N	70°41'08.03"E
4		B10	20°43'13.31"N	70°41'06.00"E
5		B11	20°43'06.16"N	70°41'54.51"E
6		B12	20°43'16.96"N	70°41'51.03"E
7		B13	20°43'05.36"N	70°42'09.47"E
8		B14	20°43'18.22"N	70°42'08.88"E
9		B15	20°43'02.38"N	70°42'23.71"E
10		B16	20°43'13.90"N	70°42'25.48"E
11		B17	20°42'49.04"N	70°42'52.11"E
12		B18	20°43'6.38"N	70°42'58.51"E
13	Fairway Buoy	FB1	20°42'45.57"N	70°40'32.40"E
14	Special Marker Buoy near West End of Breakwater	SMB	20°42'42.83"N	70°42'32.53"E
15	Pilot Boarding Point	PB	20°42'30.05"N	70°42'2.71"E
16	Anchorage area centre (Diameter of 1 NM)	AC	20°41'28.52"N	70°42'0.23"E

#### 15.4 Speed

Navigation within the port area shall be at such low speed that no inconvenience is caused to others. Navigation shall be such that there is no risk of damage to port installations, ships and their moorings.

## 15.5 Charts

Vessels calling at Chhara port must use Indian charts for navigation. Following Charts serve the navigational area for Chhara Port:

*Table 15-2 Charts published by Indian Hydrographer Office*

Chart No.	Chart Title	Scale
292	Dwarka to Mumbai	1: 7,50,000
253	Veraval to Pipavav	1: 3,00,000
206	Veraval to Diu Head	1: 1,50,000
xx	Approaches to Chhara Port <sup>3</sup>	Xx
xx	Chhara Port <sup>4</sup>	xx

*Table 15-3 Charts published by British Admiralty (UKHO)*

Chart No.	Chart Title	Scale
BA 1474	India - West Coast, Veraval to Pipavav	1: 3,00,000
BA 1475	India - West Coast, Veraval to Diu Head	1: 1,50,000

Admiralty Sailing Directions: West Coast of India Pilot (NP38) should also be consulted for making approaches to Chhara Port<sup>5</sup>.

All vessel Masters are requested to verify the latest contents of above-mentioned publications from the relevant authorities.

## 15.6 Port crafts

The following Marine crafts are available for safe marine operations at Chhara Port:

- Tugs: 3 Nos. with 50 T Bollard pull
- Pilot cum Patrol Boat: 1 No.
- Mooring Boat: 1 No.

<sup>3</sup> To be updated post preparation of charts by NHO

<sup>4</sup> To be updated post preparation of charts by NHO

<sup>5</sup> To be updated post updates by NHO

The Marine crafts shall provide services to the Chhara Port and are compliant with all applicable regulations. Chhara Port has its own pilots for ensuring control and monitoring of the marine operations.

#### 15.7 Pilotage

Pilotage is compulsory for all the vessels calling at Chhara Port. No vessel is allowed to enter Chhara Port Limits without Chhara Port pilot. All vessels are required to request for inward/outward pilot through their local agents at least 24 hours in advance. Pilot boarding station is located as at 20°42'30.05"N 70°42'2.71"E and same is shown in Figure 15-1 above.

#### 15.8 Pilot transfer arrangements

Please refer Annexure I – Pilot Transfer Arrangements

## 16 Safety, Environment and Security

### 16.1 General

The safe execution of operations during a vessel's berth stay is a shared responsibility between the Ship's Master and the designated Terminal/Port Representative. Consequently, prior to the commencement of cargo operations, it is imperative for both ship and shore parties to collaboratively ensure complete cooperation and comprehension of the safety prerequisites as outlined in the LNG Terminal Ship/Shore Safety Check List. These safety measures are rooted in universally acknowledged safe practices that are embraced by the Oil & Gas industries globally.

The Master is required to diligently follow these stipulations for the entire duration of their vessel's stay alongside the berth. Similarly, the Terminal/Port personnel are expected to uphold these requirements and collaborate seamlessly with the ship. This joint commitment is essential to ensuring the collective objective of safe and effective operations for all parties involved.

Before the commencement of cargo operations, and periodically thereafter for the sake of collective safety, the Terminal/Port Representative, in conjunction with a designated Ship's Officer, will conduct routine inspections of the vessel. The aim is to ensure that the listed items on the Ship/Shore Safety Check List can be suitably answered.

Where corrective action is needed, the Terminal/ Port may not agree to operations commencing or, should they have been started, may require them to be stopped.

Similarly, if the Master considers safety is endangered by any action on the part of the Terminals engaged staff or by any equipment under Terminal's/ Ports control, the Master should demand immediate cessation of operations until the situation is rectified.

Additionally, both ship and shore personnel will undertake recurring assessments of the items indicated on the LNG Terminal Ship Shore Safety Checklist at intervals that do not exceed 6 hours. This systematic approach underscores the shared commitment to upholding safety and compliance throughout the operational process.

### 16.2 Personal protective equipment (PPE)

Ship's personnel while on duty alongside the Berth shall adhere to the following minimum dress code:

- Safety Helmet



- Boiler suit or trousers and long-sleeved shirt.
- Suitable shoes with protective toe caps.
- Life jacket or buoyancy aid when working near safety rails.

Specific PPE may be required for certain products, please refer to the Material Safety Data Sheet (MSDS) for the cargo being handled for additional guidance.

Personnel engaged in operations are required to fully utilize PPE during cargo transfer/ operations, hose handling and mooring operations. This includes the wearing of coveralls, safety helmets, safety shoes, gloves, buoyancy aid and safety goggles.

Ships should establish the PPE requirements for visitors, and these should include appropriate clothing, safe footwear and safety helmet. Visitors to the Berth need to be accompanied by a Port/Terminal Representative and are required to follow the safe route which is clearly marked.

### 16.3 Smoking

Smoking is strictly prohibited in the berth area and on-board ships alongside the berths except in those spaces on board that are specifically designated by the Master and Terminal Representative as "Smoking Areas." Notices identifying the designated places must be conspicuously placed.

Failure to comply with this regulation will involve cessation of operations and may result in the ship being removed from the berth pending a complete investigation and receipt of written assurance from the Master that effective controls have been established.

The Terminal reserves the right, to prohibit smoking, at any time, in any place on board a ship and adjacent to any berth. Smoking is also prohibited in any place within the Terminal and berth areas, except designated areas as directed.

### 16.4 Use of matches and lighters

Under no circumstances are members of the ship's crew allowed to carry matches, lighters, inflammable liquid, or any other similar sources of ignition while within the Terminal area.

Visitors to ships at the Berth are required to leave matches and lighters at the Terminal main gate.

#### 16.5 Drug and alcohol policy.

Masters are advised that operations will cease if it is considered that the actions of a person or persons involved in the operations are not under proper control as a result of the use of alcohol/drugs and/or fatigue.

Operations will not resume until the matter has been reported to and fully investigated by relevant authorities and the Terminal Representative considers it safe to do so. It could result into delay or cancellation of a ship's departure.

Access to the Chhara port will be denied to any person suspected of being affected by alcohol or drugs.

#### 16.6 Portable electrical equipment, including phones and pagers.

Only approved intrinsically safe or EX rated electrical equipment may be used on the Liquid Berth or within the hazardous zone of the ship.

Portable electrical equipment, including computers, mobile phones, pagers, and cameras, if not certified intrinsically safe, must be switched off and may only be used within:

- Permanent buildings as designated by the Terminal Manager.
- Areas on the ship designated by the Master.

#### 16.7 Environmental protection

Ships entering the Indian waters must comply with the national and international laws and other requirements, concerning environmental protection such as contained in the Maritime Zones of India Act 1976 and MARPOL, as amended.

The Master of a ship at the port must comply with the provisions of the above acts and requirements. In particular, he must not:

- cause or permit refuse of any kind to be discharged from the ship or its scuppers into port waters.
- cause or permit a person to pump or discharge any oil, spirit or any flammable liquid into port waters.
- allow the ship to emit excessive funnel smoke.

#### 16.8 Oil spill response.

No oil or mixture containing oil may be discharged or allowed to escape from a vessel whilst in Chhara port limits. The engine room bilge overboard valve must be closed and locked

shut whilst the vessel is in Chhara port. It is important that the surface of the water around the vessel is monitored as a check against the inadvertent escape of oil.

Ship's personnel are advised that the responsibility for the discharge or escape of oil from the vessel rests with the ship. Vessels are advised to keep their SOPEP equipment stand by in order to deploy the same readily should an oil pollution is observed in vicinity of the vessel.

In the event of a prosecution being taken by the appropriate authorities, heavy penalties together with liability for dispersal costs and damages for pollution damage, is provided for by legislation. To prevent pollution of port waters and in an endeavour to avoid subsequent heavy claims, Chhara port will, in case of any oil spill from a vessel, take such steps as may be deemed necessary to fight the pollution before it spreads.

If the oil spill is due to faulty equipment or material on the vessel or due to negligence on the part of the ship's personnel, Chhara port shall be indemnified by the ship for any expenses incurred in connection with the preventive actions taken.

ALL OIL SPILLS OBSERVED MUST BE REPORTED TO CHHARA PORT IMMEDIATELY.

#### 16.9 [Adverse weather](#)

The master of the ship is advised to keep track of the current and expected weather conditions. Any decision to leave the berth and port will be taken in mutual consultation between the ship's Master and HOD Marine.

#### 16.10 [Still air conditions](#)

If there is little air movement, gas may persist on deck in heavy concentrations on ships that are loading volatile products or ballasting tanks that have previously contained volatile products. Consideration may have to be given to stop operations while these conditions persist.

#### 16.11 [Electrical storms](#)

All cargo transfer operations, including the ballasting of non-gas-free cargo tanks will be stopped in the event of an approaching electrical storm. All tank openings, vent outlets, cargo and manifold valves will be closed until such time as the storm has passed.

#### 16.12 [Port and terminal security](#)

Chhara Port is ISPS compliant port and unauthorized access in the port limits is an offence.

In line with the ISPS Code, the following three security levels have been adopted:

#### 16.12.1 Security Level 1 – Normal

The level for which standard security measures shall be maintained at all times.

#### 16.12.2 Security Level 2 – Heightened

The level for which appropriate addition measures shall be maintained for a period of time as a result of heightened risk of a security incident. For Chhara Port, this will include additional security guards and patrols with greater scrutiny of port users.

#### 16.12.3 Security Level 3 – Exceptional

The level for which further additional security measures shall be maintained for a limited period of time when a security incident is probable or imminent, although it may not be possible to identify the specific target. For the Chhara Port, this may result in the removal of a ship from the berth or the delay in a ship berthing.

### 16.13 Vessel security requirements

Vessels calling at Chhara Port must have a valid International Ship Security Certificate (ISSC) issued by a Flag State authority recognized by the Indian Authorities. The vessel must be operating consistently with an approved Vessel Security Plan (VSP) in compliance with the ISPS code. The VSP must designate a Vessel Security Officer (VSO) and actions to be taken by vessel personnel in response to a security threat or an incident resulting in a significant loss of life, environmental damage, transportation system disruption, or economic disruption in a particular area.

### 16.14 Designated Chhara Port security personnel

#### 16.14.1 Port Facility Security Officer (PFSO)

The HOD Marine is designated PFSO and is responsible for overall security measures throughout the Chhara Port complex, both onshore and offshore. The PFSO is responsible for obtaining intelligence and/or threat information from the appropriate government agencies and issuing port security advisories accordingly. The PFSO or his designee will coordinate security matters with VSO for all vessels arriving at the Chhara Port.

#### 16.14.2 HOD Security

The HOD Security is responsible for implementing security measures at the Chhara Port under directions of Port Head and PFSO.

### 16.15 Declaration of Security

When operating at MARSEC Level 2 or MARSEC Level 3, the PFSO or his designee will complete a Declaration of Security (DOS) before a vessel is brought to the Chhara Port for cargo operations. The DOS form will be classified as Sensitive Security Information (SSI) after its completion.

The DOS is not required by Chhara Port when operating at MARSEC Level 1. However, if requested by the VSO or the vessel master, this form will be completed by the Chhara Port representative as designee of the PFSO upon boarding the vessel.

### 16.16 Personnel and vehicular access

The berths are within a secure area of Chhara Port and the Port Authority is responsible for controlling access into the Port areas. Visitors to the vessel shall be preregistered by e-mail to the Port Office.

### 16.17 Special regulations

1. Smoking on board and ashore is strictly forbidden except in designated areas.
2. Light and naked flames of all kinds are forbidden, unless special permission has been obtained from the Port authorities.
3. As long as the ship is staying in the port limits, all kinds of repair works on board are forbidden unless special permission has been obtained from the Port authorities.
4. Ventilation of vessel tanks is forbidden if the ship is inside the port limits.
5. Persons without official business or drunken persons may not be allowed to the port. The HOD Marine or other Port official can order any person to be removed from the ship or harbour area should conditions warrant it.
6. The vessel master has a duty to instruct his crew and the stevedores working on board about the dangers of fire or explosion, at the same time he is responsible for any breach of above regulations onboard the vessel.
7. Moreover, when loading or unloading, the ship must observe the relevant regulations and instructions etc. in Chhara Port.
8. No vessel may depart from the quay/ berth, and no vessel may call at the Chhara Port without having obtained consent from the Port on the VHF Channel 16 or Channel [14](#).

## 17 Emergency actions

The following table describes the immediate actions in the event of an emergency:

*Table 17-1 Emergency Actions*

ACTION BY SHIP	ACTION BY PORT
<b>Emergency on your ship</b>	<b>Emergency on any ship / ashore</b>
- Raise the alarm	- Raise the alarm
- Inform Marine Control Room	- Contact Ship Control Room
- Cease all cargo/ballast operations and close all valves if discharging. - If loading, only close valve after terminal advise it is safe to do so and after stopping their pumps	- Cease all cargo operations and close all valves
- In case of fire, fight fire and prevent from spreading	- Standby to disconnect hoses or loading arms
- Standby to disconnect connections	- If necessary, stand by to assist fire fighting
- Bring engines to standby	- Inform all ships in the vicinity

ACTION BY SHIP	ACTION BY SHIP
<b>Emergency on another ship</b>	<b>Emergency ashore</b>
Stand by, and when instructed	- Raise alarm
- Cease all cargo/ballast operations and close all valves	- Cease all cargo/ballast operations and close all valves
- Cease all cargo operations and close all valves	- Cease all cargo operations and close all valves
- Disconnect shore arms / hoses	- In case of fire, fight fire and prevent it from spreading
- Bring engines and crew to standby, ready to unberth	- If required, stand by to disconnect shore arms / hoses
	- Bring engines and crew to standby, ready to unberth vessels

## 18 Communications

### 18.1 Identification of personnel on board

All vessels calling at Chhara Port are required to provide a list of all personnel on board. This list will be provided to the appropriate regulatory authorities.

#### 18.1.1 Agent notification

The agents or operators of vessels calling at Chhara Port must provide a complete list of all personnel on board as soon as practical after the vessel arrival window has been assigned by the Marine Department. This list should be sent to [ops.simar@shapoorji.com](mailto:ops.simar@shapoorji.com) [mcr.simar@shapoorji.com](mailto:mcr.simar@shapoorji.com) by the ship's agent or operator. The passenger list/crew list shall be in the format required and include each person's full name, rank or position onboard, nationality, passport number, date of birth, and place of embarkation.

#### 18.1.2 Confirmation by vessel master

Upon arrival at Chhara Port, the vessel master must provide a confirmation list of all persons on board, their respective nationalities and identifying documents. The master's list must also include any persons who will be joining and/or departing the ship while at Chhara Port. This confirmation list must be signed and stamped by the Master of the vessel.

### 18.2 Notices of arrival

The master of a vessel bound for Chhara Port should send his first arrival advice message as nearly as possible to seven days before his expected date of arrival, even if the vessel is in another port at the time. If the trip to Chhara Port is less than seven days, master should also send another arrival advice as soon as possible after leaving his loading/ discharging port. His next arrival advice should be sent 96 hours before the estimated time of arrival (ETA). The arrival advice should be transmitted and updated again at 72 hours, 48 hours 24 hours and 12 hours before the estimated time of arrival. An arrival advice message can and should be sent at any time when there is significant change in a previously estimated arrival time. These arrival advice messages should be sent to Chhara Port. The first message should contain, at a minimum, the following:

1. Vessel's name and call sign
2. Estimated time of arrival (ETA) at Chhara Port
3. Arrival draft fore & aft
4. Type(s) and amount(s) of cargo on board.

5. Basic discharge or loading times for bulk discharge, downtime, & estimated completion time
6. Cargo manifold size and type
7. Type of mooring equipment installed.
8. Expected discharge rate or loading rate if applicable.
9. Expected number of ballast hours upon completion
10. Type of Emergency Towing Equipment
11. Any special requirements which need early actions
12. Name and phone number of qualified individual and alternate as listed on the vessel response plan.
13. MARSEC Level at which the Vessel is operating.

These messages must be sent to email [ops.simar@shapoorji.com](mailto:ops.simar@shapoorji.com) [mcr.simar@shapoorji.com](mailto:mcr.simar@shapoorji.com) It is suggested that ETA advice also be sent to vessel's local agents with logistics requirements.

### 18.3 Pre - arrival instructions

#### 18.3.1 Ninety-Six (96) hour notice

A message will be sent to Chhara Port-bound vessels approximately 96 hours prior to their arrival with the above information and outlining arrival procedures. In case the voyage is shorter than 96 hours, this notice shall be sent by the vessel within 2 hours of departure from the last port. This also applies to vessel coming from any other Indian Port to Chhara Port.

#### 18.3.2 Seventy-two (72) hour and Forty-Eight (48) hour notice

An update message will be sent to Chhara Port-bound vessels approximately 72 hours and 48 hours prior to their arrival with updated ETA to Chhara Port.

#### 18.3.3 Twenty-Four (24) hour notice

The 24-hour arrival message should contain the following:

1. Name, gross tonnage, and draft of the Vessel.
2. Type and amounts (Quantity) of cargo on board.
3. Any condition on the vessel that may impair its navigation, such as fire damage, malfunctioning propulsion machinery or steering equipment, or limitations on navigational or radiotelephone capabilities because of equipment or material malfunctions. (Vessels will not normally be allowed to be underway in the Port Limits



with any steering or propulsion equipment deficiency or with inoperative emergency towing equipment as recommended by IMO.)

4. Any leaks, structural damage, or machinery malfunctions that may impair cargo transfer operations or cause a discharge of oil etc.
5. ETA at the Port Limit/ Pilot Boarding ground. If the information reported changes at any time before entering the Port Limit or while the vessel is in the Port Limits, the Master of the Vessel shall report the changes to the nearest Coast Guard Station and to Chhara Port as soon as possible.
6. Duly filled and signed Ballast Water Reporting Form (Annexure II).
7. Type and quantity of waste to be discharged at Chhara port.
8. Confirmation that vessel has made the request for waste disposal at Chhara Port on Swachh Sagar Portal (developed by DG Shipping)

#### 18.3.4 Twelve (12) hour notice

An update message will be sent to Chhara Port-bound vessels approximately 12 hours prior to their arrival with updated ETA to Chhara Port

#### 18.3.5 Pre - arrival documentation

The copies of following documents need to be submitted along with the initial arrival notice, not later than 96 hours prior arrival Chhara Port:

1. Conditions for use of facilities/services at Chhara port
2. Certificate of Registry.
3. Classification Certificate.
4. Cargo Ship Safety Construction Certificate.
5. Cargo Ship Safety Equipment Certificate.
6. Cargo Ship Safety Radio Certificate.
7. International Tonnage Certificate.
8. International Load Line Certificate.
9. International Ship Security Certificate.
10. International Oil Pollution Prevention Certificate.
11. Safe Manning Certificate.
12. Safety Management Certificate (ISM Code)
13. Document of Compliance (ISM Code)
14. Ship Sanitation Control / Exemption Certificate.
15. International Air Pollution Prevention Certificate.
16. International Sewage Pollution Prevention Certificate.

17. International Certificate of Fitness for Carriage of Liquefied Gases in Bulk (for LNG/LPG vessels);
18. De-ratting / De-ratting Exemption Certificate (as applicable)
19. P&I Insurance Policy / P&I Certificate of Entry which shall inter-alia cover liability for collision and damage to fixed and floating objects, wreck removal expenses, expenses in connection to pollution caused by spillage of oil or any hazardous / noxious substances and third-party damage including damage caused to port property.
20. Pre-Arrival Notification of Security (PANS as required under ISPS Code)
21. Master declaration of No Satellite Phone (Thuraya/Iridium etc. Sat-phones) onboard.
22. IMO Crew List (IMO FAL Form 5);
23. Sign On / Sign Off List.
24. Nil Lists for Passengers, Stowaways, Animals, Arms, Ammunitions.
25. Ports of Call List (to include Arrival Date, Departure Date and Security Level maintained at the last 10 ports of call)
26. Last Port Clearance

#### 18.4 Conditions of acceptance of vessels

The vessels shall be accepted for entry into Chhara Port limits subject to fulfillment of the following conditions amongst others:

1. All the documents/certificates as specified in Section Pre-arrival documentation above, must be valid and shall remain valid during stay of the vessel within Chhara Port Limits. In case any information is inadequate or not available, the vessel may not be allowed to enter into port limits.
2. All Vessel Related Charges such as Port Dues, Pilotage and Towage and Berth Hire charges have been paid as per Port Tariff by the vessel's agents.
3. All the regulatory dues such as Custom Duty, Waterfront Royalty, Indian Light House Dues etc. as per rates notified by concerned authorities have been duly paid.
4. The Free Pratique has been granted on the request of the Vessel/Owners' Agents by the Port Health Officer as per PHO regulations of Government of India
5. Vessel to possess a valid Port Clearance Certificate from the last port of call.
6. Vessel is not loaded above the vessel's certified load lines

#### 18.5 Radio communications and frequencies at Chhara Port

A continuous radio watch at Chhara Port is maintained at VHF Channel 16 and Channel 14

## 18.6 Documentations required after berthing of vessels.

Upon berthing of the Vessel, the Vessel/Owners' Agents shall produce Last Port Clearance Certificate in original and one copy of following documents/ certificates for Port:

1. Last Port Clearance Certificate
2. Vessel Particulars.
3. Bill of Lading
4. Ship's Fire Control and Safety Plan
5. Arrival ROB Report (Bunker, ballast and draft F/A).
6. Cargo Manifest/Declaration
7. Crew Vaccination List

The documents listed above are necessary for maintaining records by Chhara Port Authority. However, documents required by government authorities like Customs, Immigration, Quarantine, GMB etc. shall be confirmed by vessel operators through their appointed CHAs (Custom House Agents) and be submitted directly to respective authorities through CHAs.

In addition, each individual terminal operator within Chhara Port limits such as HPLNG, may evaluate their specific document requirements and direct vessel operators to submit them accordingly.

## 18.7 Communications while berthed.

### 18.7.1 General

During the cargo pre-transfer conference, the terminal representative shall ensure that a safe mode of communication is established with the ship. The communication equipment must be always kept by the ship's Duty Officer. The communication equipment is tuned to the terminal frequency and is to be used for cargo transfer and emergency use only.

Identification of the name of the ship should always be included in communications to avoid any misunderstanding.

### 18.7.2 Ship Shore Safety Checklist and Operational Agreements

On arrival at the berth, the Terminal representative is to present the ship with a copy of a folder at a minimum containing the following documents:

1. LNG Terminal Ship Shore Safety Checklist
2. Cargo Transfer Plans
3. Material Safety Data Sheet (MSDS) for cargo to be handled at Chhara Port

### 18.7.3 Communications During Cargo Operations

Cargo operations at the Chhara Port are responsibility of the Ship's Master and respective Terminal.

During cargo operations, if for any reason it becomes necessary to stop cargo in an emergency, the party requesting the stop should notify the other party by VHF radio, or any other means, requesting 'Emergency Stop'. Any other emergency signal must be documented in the Ship-Shore Safety Checklist.

All transfer pumps must be immediately stopped, and ship and shore manifolds closed until the situation is investigated and joint agreement is reached on resuming operations.

During the pre-transfer conference, communications procedures will be agreed for conducting specific activities and will include agreed notice periods for conducting ship or shore stops.

### 18.7.4 ETD advice

ETD advice preferably to be given together with ETA advice and to be kept updated with a minimum of 3 hours prior to departure.

## 19 Berthing and Mooring

### 19.1 General descriptions of the HPLNG LNG berth

Please refer Annexure III - HPLNG LNG Terminal Information Manual<sup>6</sup>.

### 19.2 Provision for mooring crew

Mooring crew is available at the port and are engaged for berthing / unberthing operations of vessels calling at Chhara Port. The use of a mooring crew is compulsory, irrespective of vessel size. The Mooring crew is available 24 hrs/day and the ship's local agent will arrange for their services. During mooring / unmooring operations, sufficient ship's crew should be stationed forward and aft. Masters are responsible for vessels being securely moored and that tension winches (if fitted) are on manual brakes whilst at the berth.

### 19.3 Mooring

The Master is responsible for ensuring that the ship remains securely moored throughout the stay alongside. The Master must ensure that all moorings are regularly tended and maintained in a taut condition.

### 19.4 Provision for ship/shore access.

Vessels moored at the LNG/Liquid berths are required to use shore gangway for safe access to the port/terminal.

For other berths, vessels are required to provide a suitable gangway to enable safe access between ship and shore, complete with a suitable safety net.

### 19.5 Marine Control Room (MCR)

For the purposes of improving the safety and efficiency of maritime traffic and protection of marine environment and keeping in view the ISPS requirements of security, the port has set up a Marine Control Room, consistent with the volume of traffic and the degree of risk to provide first level of service i.e., Information Service. The Marine Control Room is also aimed at providing navigational assistance service and traffic organization service within Chhara Port limits.

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<sup>6</sup> To be obtained from HPLNG

The configuration of Chhara MCR which is located at Port Control Building is as follows:

1. Automatic Radar Plotter Aid (ARPA)
2. Automatic Identification System (AIS) Base Station
3. Electronic Chart Display Information System
4. Meteorological/hydrological system
5. VHF Communication
6. Storm Signal Equipment
7. Required Computer Systems

## 20 Operations alongside berths

### 20.1 General

All operations at the berths will be carried out with consideration of the applicable Indian and International regulations, guidelines and good industry practices.

### 20.2 Hose/arm connection – liquid cargoes.

On completion of mooring alongside the berth, the ship will be presented with hoses/loading arms for cargo transfer by the respective Terminal at Chhara Port. It is the responsibility of the Terminal shore personnel to ensure that the hoses/loading arms are maneuvered, connected safely with ship's manifold and are correctly rigged. Manual assistance of the ship's crew may be required to achieve this.

Similarly, on completion of cargo operations, respective terminal personnel are responsible for ensuring the safe disconnection and maneuvering of the cargo hoses/loading arms and ship's staff may be required to manually assist with the process, including bolting in place the cargo hose end blanks, as required.

More details about LNG arm connections are included in Annexure III - HPLNG LNG Terminal Information Manual.

### 20.3 Cargo handling facilities

Please refer Annexure III - HPLNG LNG Terminal Information Manual for LNG cargo handling facilities at HPLNG LNG berth.

### 20.4 Cargo transfer rates

The maximum allowable cargo transfer rates will be established and agreed during the pre-transfer conference between the Ship and Terminal.

Rates will also be established for starting transfer and will consider the need for precautions when handling grades defined as static accumulators. If applicable, procedures for the final topping-off of shore tanks will also be established and agreed.

Please refer to Annexure III - HPLNG LNG Terminal Information Manual for more details about LNG cargo transfer.

#### 20.5 Checks on quantities transferred.

Unless otherwise agreed during the pre-transfer conference, ships should provide the Terminal with information regarding the amount of cargo that has been discharged, by grade, every hour.

The terminal will provide the ship with comparable shore figures. If the exchange of information reveals a sudden or significant difference between the terminal and the ship's figures on quantities transferred, operations will be stopped until a satisfactory explanation can be found.

Please refer to Annexure III - HPLNG LNG Terminal Information Manual for details about LNG cargo custody transfer arrangement.

#### 20.6 Environmental criteria for suspending operations<sup>7</sup>

If any of the conditions below are present, the berthing and un-berthing operations and cargo operations shall be suspended.

- Average Wind speeds above 25 knots
- Electrical storm in the direct vicinity of the terminal

Irrespective of measured wind speed, if either the ship's Master or the Terminal representative considers that the prevailing conditions potentially threaten the safety of operations, transfer should be suspended, and connections disconnected.

#### 20.7 Emergency shutdown

In the event of an emergency, the Terminal shall be advised immediately by VHF radio or other mutually agreed communication equipment.

Procedure for LNG cargo emergency stop are described in Annexure III - HPLNG LNG Terminal Information Manual.

#### 20.8 Crew change.

Crew change may be permitted at Chhara port in accordance with applicable government regulations. Crew change is to be arranged by ship owners / operators through their local agents and be intimated to Chhara port well in advance. Vessel agents to obtain all

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<sup>7</sup> threshold details required from HPLNG for disconnection and vessel move out Wx criteria



necessary permissions to this effect, including the permission from Chhara Port HOD Marine. HSSE regulations of Chhara port including the respective terminal operator such as HPLNG LNG Terminal will be applicable to all persons entering the port premises.

#### 20.9 Handling of ship's stores and provisions

During LNG cargo operations, handling of stores and provisions between ship and shore are not permitted. The same can only be undertaken before LNG cargo transfer begins or after cargo completion using ship's lifting gear, provided the LNG Terminal approves the operation.

Vehicles are not permitted within a 500m radius of the LNG berth during stay of LNG vessel at berth. More details about the vehicle movement can be obtained from Annexure III - HPLNG LNG Terminal Information Manual.

#### 20.10 Waste reception facilities.

Approved garbage and/or other ship waste reception facilities can be arranged by vessels through their local agents. Requests for waste removal must be sent to the Port Authority and respective Terminal at least 24 hours prior to arrival.

Ships to also intimate their intention of waste disposal mandatorily at Chhara Port through DG Shipping Swachh Sagar Portal.

The Port Authority will approve the request on case-to-case basis at its sole discretion considering the arrangements made by ship's agent for timely reception of ship waste through GPCB approved vendors.

#### 20.11 Potable water

Provision of fresh water supply is presently not available at the LNG berth. However, arrangement for supply of fresh water through ship's agent may be approved on a case-to-case basis.

#### 20.12 Bunkers and lubricating oils

Bunkering facility for LNG vessels is prohibited during LNG cargo operations. Request for bunker receipt must be sent to the Port Authority at least 24 hours prior to arrival. Bunker arrangements to be made by vessels through their local agents. The Port Authority will approve the request on case-to-case basis at its sole discretion.

### 20.13 Ballast reception facilities

Ballast reception facilities are not available at the Chhara Port. All the vessels, calling at Chhara port to adhere with relevant ballast exchange regulations as per MARPOL requirements, as amended.

All the vessels, calling at Chhara Port need to submit duly filled Ballast Water Reporting Form (Annexure II) with 24-hour arrival notice.

### 20.14 Shore leave

Chhara Port Authority may consider shore leave requests on case-to-case basis at its sole discretion. In any case, vessel agent to obtain Immigration clearance in this regard and make all logistical arrangements for the same.

The ship needs to be always manned as per Minimum Safe Manning requirements. Any delays in ship departure due to any reasons whatsoever, involving any ship's personnel being on shore leave, shall be to the ship's account.

## 21 Responsibilities

### 21.1 Conditions of ship acceptance

Ships are accepted at the LNG berth on the understanding that operations will be conducted in accordance with all applicable legislation, together with requirements contained in this Chhara Port Information and Regulations Manual.

The port reserves the right to suspend operations and will require the removal of any vessel from the port limits for:

- Any violation of safety and environmental regulations
- Defects of vessel, equipment, personnel or operations, which in the reasonable opinion of the port present a hazard to the port, employees or operations.
- Operational performance that does not conform to the requirements of the port.

Ships found deficient on arrival may be subject to refusal until the deficiencies have been rectified.

The port shall not be liable for any costs incurred by a vessel, its owners, charters or agencies because of a refusal to load/discharge all or part of a nominated shipment, delay to or suspension of loading/discharging, or as a requirement to vacate the jetty arising from this regulation.

The port reserves the right to monitor the loading/discharging of any vessel to ensure that the ship is following international load line regulations and to notify the appropriate authority in the event of in contravention of these regulations.

Any charges incurred because of wrong cargo operations and subsequent correction shall be to the vessel's account.

### 21.2 Mutual responsibility

As stated in the Ship-Shore Safety Checklist, responsibility for the safe conduct of operations while the LNG ship is at the berth rests jointly with the Master of the ship and with the responsible HPLNG LNG Terminal Representative.

Emphasis is placed on the fact that the completion of a safe and successful LNG cargo transfer operation is dependent upon effective Co-operation, Co-ordination and Communication between all parties involved. All operations should be conducted in the spirit of this mutual agreement.

### 21.3 Responsibility for LNG unloading.

Ship's personnel are advised that responsibility for the LNG unloading operation on board the ship rests solely and absolutely with the Master. It is the responsibility of the ship's personnel to operate ship's valves and to ensure safe and secure operation of all cargo transfer equipment onboard the LNG vessel.

## 22 Other port regulations

### 22.1 Ullaging and sampling – LNG vessels

The ullaging and sampling of ship's LNG tanks shall be achieved by the use of closed sampling equipment only.

Specific details about Custody Transfer methodology are mentioned in Annexure III - HPLNG LNG Terminal Information Manual.

### 22.2 State of readiness of main engines

The main engines and other essential machinery of all ships alongside must be maintained in a state of readiness for vacating the berth at short notice.

Main engines must be retained on a maximum of 15 minutes' notice of readiness. The immobilization of main engines or other essential machinery may only be undertaken with prior written permission from HOD Marine and with the intimation of this permission to the LNG Terminal Representative. The ship will be required to provide a detailed description of the work being undertaken with application and an estimation of the actual time of immobilization.

### 22.3 Maintenance and repair works

No repair work is permitted while the LNG ship is alongside the HPLNG LNG Terminal. Emergency repairs, namely essential repairs needed to rectify malfunctioning equipment and prevent hazardous or unsafe conditions, will be permitted on a case-by-case basis following prior written approval from HOD Marine and with the intimation of this approval to the LNG Terminal Representative.

### 22.4 Hot works

Hot work outside a designated space on an LNG vessel is strictly not permitted when vessel is within the Chhara Port limits. However, in extenuating circumstances, hot work may be permitted by the Chhara port authorities at its sole discretion, on a case-to-case basis.

Before undertaking hot work on board, prior written permission must be granted by the HOD Marine of Chhara Port. All hot work permits are to be counter-signed by the HOD Marine and the LNG Terminal Representative in addition to the ship's authorized hot work permit signatory and Master.

#### 22.5 Tank cleaning, purging and gas freeing.

Tank cleaning, gas freeing or purging operations are strictly not permitted on board LNG ships while in the Chhara Port limits.

In a rare scenario, when these activities are absolutely required, the Master of the ship alongside any berth at Chhara port, that requires to clean, purge or gas free cargo tanks which have previously contained liquid hydrocarbons, must obtain written approval from the HOD Marine and respective LNG Terminal Representative before commencing operations.

#### 22.6 Survival drills

Prior written permission for diving and/or lowering lifeboats and rafts are required to be obtained from HOD Marine which shall be provided on a case-to-case basis at the sole discretion of HOD Marine.

#### 22.7 Painting

Prior written permission to be obtained from HOD Marine which shall be provided on a case-to-case basis at the sole discretion of HOD Marine.

#### 22.8 Fishing and swimming

Fishing or swimming is strictly forbidden within Chhara port limits. Master of the vessel to ensure that no crew member of his vessel should indulge in these activities.

## 23 Annexure I – Pilot transfer arrangements

Refer Document No. Doc. no: SPPL/PTA/0222 (Pilot Transfer Arrangements for Chhara Port) for detailed guidance.



## 24 Annexure II – Ballast Water Reporting Form





## 25 Annexure III – HPLNG LNG Terminal Information Manual

The HPLNG LNG Terminal Information Manual will be Annexed here. It will have minimum following details (not in chronological order):

- LNG berth drawing
- Allowed Vessel sizes (Minimum-Maximum dimensions of vessels allowed)
- Depth and Water density at LNG berth
- Ship-Shore access details and security arrangements, operating envelope for gangway.
- LNG cargo and vapor transfer arrangements/procedures, min-max discharge rates
- Hose and arm size Arm connection / disconnection procedures, operating envelope.
- Ship-Shore connection and Communication procedures during cargo operations between LNG Terminal Control Room and Ship Control Room
- Vessel crane requirements
- Details of Mooring Arrangements, Mooring Plans, and fenders
- Safe working load of mooring components and monitoring equipment
- Mooring requirements (monsoon/non-monsoon, ropes/wires, shore winches/ropes etc.)
- LNG Exclusion Zone requirements
- Assignment of LNG Terminal Representative onboard the LNG vessel
- LNG Berth limitations, if any
- Weather threshold limits for cargo operations – stoppage, disconnection and vessel move out.
- Ship-Shore Safety Checklist format for LNG vessels.
- Procedures and arrangements for pre-transfer conference and LNG custody transfer
- Firefighting system on LNG berth including details of International Shore Connection
- Emergency Shut Down and disconnection procedures.
- Conditions of Use document for LNG berth
- Ship Approval Process
- Notice of Readiness requirements
- Documentation requirements – pre-arrival, on arrival, pre-departure, post-departure etc.
- Other relevant information

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