



Hazira Port Private Ltd.

HPPL-Manual

Port Information Book

Security Classification: RESTRICTED

Reference: HPPL-001

Author: Port Team

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DOCUMENT CONTROL

Document Title: HPPL-Manual
 Port Information Book
 Template: HPPL Manual.dot

Document Originator: Port Team

Document Authoriser: Auto Field:
 Manager

Signature

Date

Document History:

Version	Amendment	Date
0.1	Internal pre-release	01.01.2005
1.0		01.09.2005
2.0		02.06.2006
3.0	Basic shipping data amended. Contact details renewed.	04.01.2007
3.1	New port lay out inserted. Contact details renewed.	10.03.2008
3.2	Contact details updated. Berth throughput amended to 11000 m3/hr.	03.03.2009
4.0	Aligned the formatting as per OCIMF Port and terminal Information requirements.	01.02.2010
4.1	Contact list amended, New Port Limits added	13.06.2011
5.0	Complete review-(AHPPL took over as service provider)	16.08.2012

Contributors to this report: Port Team

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1. INTRODUCTION

1.1 Purpose

This document describes the basic information of Hazira (Surat) Port.

1.2 Intended audience

This document is intended for HPPL and HLPL staff, Contractors, Mutual aid parties and regulatory authorities

1.3 Scope

This document applies to Hazira Port Company, which is registered as:

- Hazira Port Pvt. Ltd & Port operations including LNG Jetty operation interface with LNG Terminal.

1.4 Definitions

Includes in section-2

1.5 Related documents

Includes in section-2

1.6 Change control

Harbour Master is the custodian of this document and is responsible for the revisions, amendments and updates to this document with approval from Port Manager.

2. PORT.

Port Name: Hazira (Surat) Port.

Location of Berth: Latitude: 21° 06' North Longitude: 072° 37' East

State/Country: Gujarat, Republic of India.

The Royal Dutch / Shell Group of Companies ["Shell"] have developed a Liquefied Natural Gas ["LNG"] receiving terminal at Hazira, Gujarat. The port development plan includes the long-term port development with non-LNG cargo terminals (container and bulk terminals). Construction of an LNG import terminal in the new port at Hazira started in April 2002 and is operational since 2005. The LNG terminal now handles about 4.0 Mtpa (Phase 1A), expanding to a long-term throughput of 10.0 Mtpa.

Bulk General Cargo Terminals (namely 3 nos. Multi cargo berths and 2 nos. Container berths) have been developed south of turning basin, which is being operated by AHPPL (Adani Hazira Port Private Limited).

Hazira (Surat) Port is situated on the west side of the Hazira peninsula at approximately

Latitude: 21° 06' North, Longitude: 072° 37' East.

2.1 Contact Details:

Owners: Hazira Port Private Limited

Operators: Hazira Port Private Limited

Regd Office: 101-103, "Abhijeet –II"
Mithakali Circle
Ahmedabad-380006
Gujarat.(India)

Telephone: +91(079) 30011100.

Facsimile: +91(079) 26470101/30011101.

Site Office: Terminal Site, Near Well No 7
Hazira, Surat
Gujarat-394270

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hpl-haz-portcontrol@shell.com

Port Manager/ Harbour Master
Pilot.
Pilot

3. TERMINAL.

Terminal name: Hazira LNG pvt. Limited.

The LNG terminal is situated in the inter-tidal zone directly west of the forest boundary line.

4. LOCATION.

Port control building: Latitude 21 deg, 05'37.9" N Longitude 072 deg 37'34.6" E.

Port limits:

- NORTH:** The port limit starts from Point-U at (Lat. 21°07' 44"N, Long. 72°37' 53" E) and runs west ward to meet Point **A1** (LAT. 21°07' 42" N, Long. 72°36' 42" E) and **A2a** (Lat. 21° 07' 42"N, Long 072° 35' 54" E) Joined together.
- WEST:** From point **A2a** (Lat. 21° 07' 42" N, Long. 72° 35' 54" E) moving south west ward to meet point **A2b** (Lat. 21° 06' 42" N, Long. 72° 35' 00" E), thence towards south to meet point **A3** (Lat. 21° 04' 24" N, Long. 72° 35' 00"E) joined together.
- SOUTH:** From point **A3** (Lat. 21° 04' 24" N, Long. 72° 35' 00" E) runs east ward to meet Point **A4** (Lat. 21° 04' 00" N, Long. 72° 37' 00" E), thence towards north east to meet point **A5** (Lat. 21° 04' 35" N, Long. 72° 37' 35" E), thence towards south east to meet point **A6** (Lat. 21° 03' 58" N, Long. 72° 38' 20" E) thence towards north east to meet point **A7** (Lat. 21° 04' 52" N, Long. 72° 39' 00" E) thence towards north to meet point **A8** (Lat. 21° 05' 26" N, Long. 72° 39' 00" E) and thence towards south west to meet point **B** (Lat. 21° 05' 05" N, Long. 72° 38' 19" E) Joined together.
- EAST:** From point **B** (Lat. 21° 05' 05" N, Long. 72° 38' 19" E) runs in north ward direction to meet point **C** (Lat. 21° 05' 10" N, Long. 72° 38' 20" E), **D** (Lat. 21° 05' 27" N, Long. 72° 38' 14" E), **E** (LAT. 21° 05' 36"N, Long. 72° 38' 03" E), **F** (Lat 21° 05' 59" N, Long. 72° 37' 53" E), **G** (Lat. 21° 06' 02" N, Long. 72° 37' 51" E), **H** (Lat. 21° 06' 07" N, Long. 72° 37' 51" E), **I** (Lat. 21° 06' 11" N, Long. 72° 37' 52" E), **J** (Lat. 21° 06' 17" N, Long. 72° 37' 37" E), **K** (Lat. 21° 06' 21" N, Long. 72° 37' 47" E), **L** (Lat. 21° 06' 27" N. Long 72° 37' 41" E), **M** (Lat. 21° 06' 32" N, Long. 72° 37' 40" E), **N** (Lat. 21° 06' 39" N Long. 72° 37' 42" E), **O** (Lat. 21° 06' 42" N, Lat. 72° 37' 42" E), **P** (Lat. 21° 06' 47" N. Long. 72° 37' 39" E), **Q** (Lat. 21° 06' 54"N, Long. 72° 37' 37" E), **R** (Lat. 21° 06' 58" N, Long. 72° 37' 35" E), **S** (Lat. 21° 07' 03" N, Long. 72° 37' 45" E), **T** (Lat. 21° 07' 09" N, Long. 72° 37' 54" E) and **U** (Lat. 21° 07' 44" N, Long. 72° 37' 53" E) joined together.

Charts: Indian Hydrographic Organization has published chart no. 2101 and 2034.

5. BERTH LOCATION.

5.1 LNG Berth details.

The berth of the LNG jetty is orientated 225 degrees north to minimize the anticipated downtime as a result of the combination of wind, waves and swell.

Number of LNG berths:	1
Minimum depth on berth	- 13 m CD
Capacity:	2, 17,000 cubic meters
Max.Displacement:	1, 47,000 metric tones
LOA:	317 meters
Beam:	50 meters
Maximum Draft:	12.3 meters.
Product handled:	LNG.
Ballast and slop reception:	None.

The port can accept vessels of up to the latest Q-Flex design. The maximum cargo capacity of these vessels is close to 2, 17,000 cum. The design dimensions of these vessels are:

Vessels as small as 75,000m³ could be safely moored depending on length of parallel side, and subject to the height of the manifold above the waterline remaining within the range of 18.0 to 26.0 m.

Berth throughput:

The cargo throughput capacity of the LNG berth is 11, 000 m³/hr.

LNG jetty General description

The jetty consists of:

- Four breasting and five mooring dolphins fitted with fenders and quick release hooks and accessible by catwalks.
- An unloading platform with a concrete deck providing support for piping and equipment
- A trestle to shore accommodating piping, cables and a roadway for personnel access and small vehicles.
- The LNG jetty is equipped with a mooring load monitoring system, a berthing aid system and an environmental monitoring system.

Unloading platform

The unloading platform provides support for the main and auxiliary equipment. Two no's remote operated fire monitors are installed on the tower, four no's fire monitors are installed at the corners of the Platform. These fire monitors are able to cover the complete loading arm area of the platform.

Breakwaters.

The breakwaters provide protection for the berth from the SW monsoon waves and swells and for the currents parallel to the coastline. The causeway provides access to the LNG jetty and is at such a level that flooding under design still water conditions is prevented.

FIRE PROOFING/ COLD SPLASH PROTECTION.

All members above main deck level supporting the main piping are fireproofed. Additional cover is provided as cold splash protection to concrete and steel structures, which are in the immediate exposure to spills and critical for the stability of the jetty. Cracking of the concrete cover in the event of a cold splash and subsequent need for repair can be accepted. However, the structure is protected from failure of the concrete deck under a LNG spill.

5.2 Additional requirements.

Vessels calling at Hazira(Surat) Port should preferably arrive at even keel with nil list. Departure conditions to be in line with the IMO requirements.

LNG jetty has a 2 ton SWL crane mounted on the gangway tower.

Vessel must arrive at Hazira port, with 16” presentation flange with Short Distance pieces connected to two liquid arms and vapour arm. The liquid manifolds should be fitted with 60 mesh strainers. Vessels lines to be in cold condition.

5.3 Depth alongside.

The depth at the LNG jetty is such that the LNG carrier is able to leave the berth for all water levels and remain in berth pocket under all tidal conditions (Including LAT). The depth at the berth pocket is CD-13 m.

5.4 Draft limitations.

Maximum draft at Hazira (Surat) port is 12.3 meters. Other physical dimensions as mentioned in clause 5.1 under Berth details.

5.5 Other limitations (Including of minimum) of any kind.

Only the vessels declared compatible with Hazira Port and terminal are acceptable at the port.

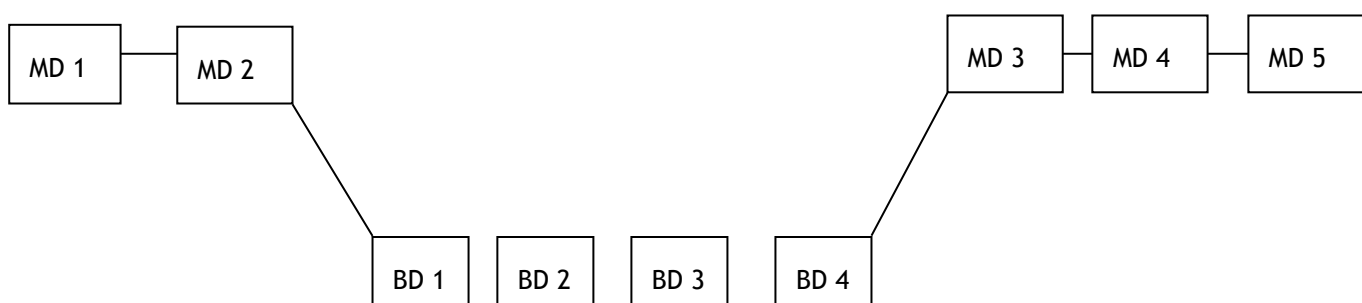
5.6 Product handled.

Hazira (Port) Surat receives Liquefied natural gas and is stored in two LNG tanks of capacity of 160,000 m3 each.

5.7 Mooring arrangements and procedures.

A) Description:

- 4 ASD tugs (operated byAHPPL).
- 800 mtrs Long Trestle.
- Mooring dolphins- 5 nos. with 3 hooks of 125 tons each.
- Breasting dolphins- 4 with 2 hooks of 125 tons each.



Preferred berthing of the LNG vessel is starboard side alongside. Once the vessel is at close distance, contact with shore is made by heaving line thrown by vessel to jetty. Mooring crew connects the shore messenger line to the heaving line. Vessel's lines are passed ashore one by one using this messenger line starting from springs, breast lines and head/stern lines. This contact must remain established for entire mooring period with help of longer heaving line.

No lines to be tightened (except slack) until the mooring crews are clear of the respective mooring or breasting dolphins.

B) Mooring configuration:

Forward – 3 Headlines, 3 Breastlines.2 Springs.
Aft - 2 sternlines, 2 Breast lines, 2 Breastlines, 2 springs.

OR

- 3 stern lines, 3 Breast lines, 2 springs.

Depending upon the Optimoor study of the vessel at Hazira berth.

C) Berthing aid systems:

The approach of vessel is monitored by Laser docking system, whose display is located near MD 3.

Green Safe speed 0 to 8 cm/s.

Amber Cautionary speed 8 to 10 cm/s.

Red Dangerous speed Above 10 cm/s.

Additionally, approach speed can be monitored from Harbor Pilot unit.

D) Main Engine Readiness

Whilst alongside the Terminal, the tanker's main engines and related auxiliaries shall be kept in a state of readiness such that the tanker can leave under her own power in an emergency. Repairs and/or maintenance work to the main engines and related auxiliaries are prohibited.

In the case of a steamship this means that, the turning gear be engaged, main steam stop valve closed with turbines sufficiently warm and condenser vacuum maintained commensurate with the engine manufacturer's operating instructions. For a diesel-powered ship this means that; fuel rail is under constant circulation and 'starting-air' bottles are fully charged.

Whilst alongside the LNG berth, repairs and maintenance to the tanker's machinery and equipment shall be restricted to those items, which do not impair or limit the use of: -

- (a) The fire detection or fire-fighting capability,
- (b) The safe and efficient handling of the cargo,
- (c) The propulsion system or maneuverability of the tanker,
- (d) The integrity of the mooring system, and
- (e) The safe operation of electrical equipment in gas dangerous zones.

E) Testing Main Engines

Under no circumstances must a tanker's main engines be tested at any time whilst alongside the LNG berth until the loading arm(s) have been disconnected, shore or ship's gangway removed and the tug(s) is/are secured alongside.

5.8 Hoses/Arms.

- Unloading Platform with 3 nos. Unloading arms (Chiksans), pipelines connecting the Storage tanks and Unloading Arms.
- Two nos. 16" ANSI liquid unloading arm and one no. 16" vapor arm.
- 2 Nos. LNG Storage tanks, various utility storage tanks for firewater and Diesel.
- Open Rack Vaporizers.
- Terminal Control Room for Monitoring unloading of LNG and send out Gas.
- 3 Nos. Gas Turbines and power distribution system.
- 3 nos. (Two liquid and One vapor), 16" LVL ANSI 150
- Liquid arms flow rate 5500 m³/hr per arm.
- Vapor arm flow rate 11000 m³/hr. at -145 deg C

5.9 Cargo handling.

The Pilot stays on board the ship for the entire stay of the vessel. He also takes the responsibility of Loading Master. Pre discharge and post discharge meeting takes place between Chief Officer, Loading Master and Terminal Shift Superintendent.

The cargo throughput capacity of the LNG berth is 11, 000 m³/hr.

5.10 Ballast and Slop handling.

Port does not have facilities for receiving dirty ballast and slop.

5.11 Others.

Shore gangway is placed on the vessel's main deck.

Vessel's arrival and departure are carried out presently only during day time.

6. WEATHER.

A) General.

The climate at Hazira is tropical and may be characterised by annually recurring seasons:

Period	Season	Characteristics
Mid Jun-Sept	SW monsoon	Winds mod-strong SW, Occasional cyclones
Oct-Nov	Interim period	Winds lighter, Occasional cyclones
Dec-Feb	NE monsoon	Winds light NE, effectively no cyclones
March-Mid June	Hot season	Winds mod-strong SW, May/June frequent mostly distant cyclones

B) Wind conditions.

The wind velocities presented below are based on statistical information. The prevailing wind direction is 250°. The following table summarises the distribution of wind speed. [10 minute means at 10 m above Mean Water Level]

Wind speed [knots]	December- March [NE monsoon] [%]	April-May [%]	June- September [SW monsoon] [%]	October- November [%]
< 6	95.5	83.1	86	97.3
7-16	4.2	16.2	13.4	2.2
> 16	0.3	2.7	0.6	0.5
Total	100.0	100.0	100.0	100.0

C) Cyclones

Between 1877 and 1982 [105 years] 8 cyclones hit the region, out of which 6 cyclones were of a severe nature, with wind speeds exceeding 24.2 m/s. This results in an average of one cyclone every 13 to 17 years [only the severe storms are counted].

D) Air temperature

Information regarding air temperature has been obtained from the nearby Surat airport. A summary of results are provided in the following table:

Month	Daily max [°C]	Daily min [°C]	Highest in the month [°C]	Lowest in the month [°C]
Nov, Dec, Jan, Feb	32	16	36	10
March, April, May	36	24	42	20
June, July, August	32	26	35	24
Sept, October	35	24	38	19

7. NAVIGATION AND OCEANOGRAPHY INFORMATION.

7.1 Chart and sailing directions.

Vessels visiting the Port must have on board a sufficient range of current Hydrographic Charts relevant to the Area. These charts must be kept up to date with regards to Notices to Mariners and other Notices issued for the area.

Indian Chart 2101 – APPROACHES TO HAZIRA is available through the usual sources or on request through the agent. A larger scale chart (Indian Chart 2034) for the Hazira (Surat) Port (1:10000) has been published by the Indian Hydrographic Office on 31st December 2006.

7.2 Tidal information.

A) Hazira Water levels -Astronomical Tide

B) Hazira Water levels -	Astronomical Tide
Highest Astronomical Tide [HAT]	CD + 8.68 m
Mean Higher High Water [MHHW]	CD + 6.96 m
Mean Lower High Water [MLHW]	CD + 5.84 m
Mean Sea Level [MSL]	CD + 4.19 m
Mean Higher Low Water [MHLW]	CD + 2.11 m
Mean Lower Low Water [MLLW]	CD + 1.37 m
Lowest Astronomical Tide [LAT]	CD – 0.32 m

Storm Surge

Cyclones were combined with a mean spring tide, which resulted in a maximum Still Water Level of CD +9.05 m.

Currents

The general pattern of the tidal currents in the approach channel of the Hazira port is as follows;

NEAP CURRENTS

Location	Flood	current	Ebb	current
	Maximum current [knots]	Direction [deg North]	Maximum current [knots]	Direction [deg North]
Channel entry	3.6	360	3.0	180

SPRING CURRENTS

Location	Flood	Current	Ebb	current
	Maximum current [knots]	Direction [deg North]	Maximum current [knots]	Direction [deg North]
Channel entry	4.8	360	3.6	180

7.3 Anchorage.

HAZIRA (SURAT) PORT ANCHORAGE.

The recommended anchorage is in a location approximately 11 miles SW of the harbor, outside the Magdalla Port Limits, where the sea bottom is sand and is of good holding ground. Anchoring is prohibited within Port Limits, unless the anchor is used temporarily to support vessel maneuvering or in case of an emergency.

7.4 Approach and Departure Channel.

An entrance channel connects the port with the deep water of the Sutherland Channel. The port was originally dredged to -12 metres but now it has been further dredged to a depth of – 13 m. The dredged depth of - 13 meter CD allows for arrival and departure of LNG carriers up to a draft of 12.3 m. The straight approach channel has a clear width of 700 m at the seaside tapering off to a width of 470 meter between the breakwaters to allow unobstructed easy entrance/departure of ships. The orientation of the approach channel is heading 070 - 250 degrees north.

Port approaches through Magdalla Port waters

The LNG carrier approaches the Hazira (Surat) Port through the Magdalla port waters. Ships bound for Hazira will have to report to Magdalla Port Control through VTMS (Khambhat East) on channel 09, two miles south of the Magdalla Port Limits. The Hazira (Surat) Port pilot will board the ship just outside the Magdalla Port waters. The whole route from pilot station to Hazira Port dredged approach channel is 7 NM long. Strong tidal currents are present in the channel in North and South directions. There are no cross-currents. The Malacca banks act as a natural breakwater for waves and swells during low water but at high water waves and swell pass unrestricted over these banks. During strong SW monsoon conditions and at high water the waves in the Hazira approach can be as high as 2 meters coming from a 250 degree- direction.

LNG CARRIERS PASSING THROUGH THE MAGDALLA (SURAT) PORT.

During the transit of the LNG Carrier from the open sea to the Hazira LNG terminal the LNG Carrier is exposed to the same operational risks as any other ship of similar size, however the consequences of severe structural damage to the LNG Carrier will be far more serious than those of similar incidents involving other types of ships and in order to reduce the risk of an incident involving the LNG carrier passing through the Magdalla (Surat) Port the following has been adopted from 11th April 2005.

An AIS and long range radar has been installed in the Hazira (Surat) Port Control building with a direct link to Magdalla Port Control through which the Magdalla Port control has full knowledge of all traffic in Magdalla Port waters and the locations of ships engaged in lighterage and/or transit.

The General Lighterage Area is shifted 0.5 NM East to give more clearance to vessels passing North of General Lighterage Area as a special precautionary measures and new co-ordinates are:

21.02.0 N, 072.34.5 E,

20.59.0 N, 072.34.5 E,

20.59.0 N, 072.36.5 E,

21.02.0 N, 072.36.5 E

All ships engaged in lighterage operations are instructed to only anchor in this area.

The one-mile wide corridor between the General Lighterage Area and the Malacca Banks will be used for the safe passage of the LNG Carrier to the Hazira (Surat) Port as well as for tankers proceeding to and from the Reliance SPM. Only one tanker is allowed in this corridor at the same time. Magdalla Port Control through VTMS(Khambhat East), should be informed by Shell LNG Tankers and Reliance's Tankers, and latest traffic position should be taken before proceeding to North of General Lighterage Anchorage.

The LNG Carriers/Tankers will inform the Magdalla Port Control of its expected arrival time at the corridor and request passage approval.

All vessels following LNG tankers shall keep behind, such LNG Tankers at a safe distance of not less than 1 NM. Similarly, LNG tankers following another vessels ahead of her shall keep a safe distance of at least 1 NM, behind such vessel.

A Port tug will escort the LNG Carrier when passing the General Lighterage Area advising other traffic to keep clear or to assist the LNG carrier to turn in case of an emergency.

The tanker anchorage area has been shortened by one nautical mile to allow for safe, unobstructed tugboat fastening and channel alignment of the LNG carrier. New anchorage coordinates are:

- (A) 21° 06.0' N 072° 35 0' E
- (B) 21° 06.0' N 072° 33.5' E
- (C) 21° 05.0' N 072° 33.5' E
- (D) 21° 05.0' N 072° 35.0' E

In case the LNG Carrier will have to wait or anchor it will do so outside the Magdalla Port Limits.

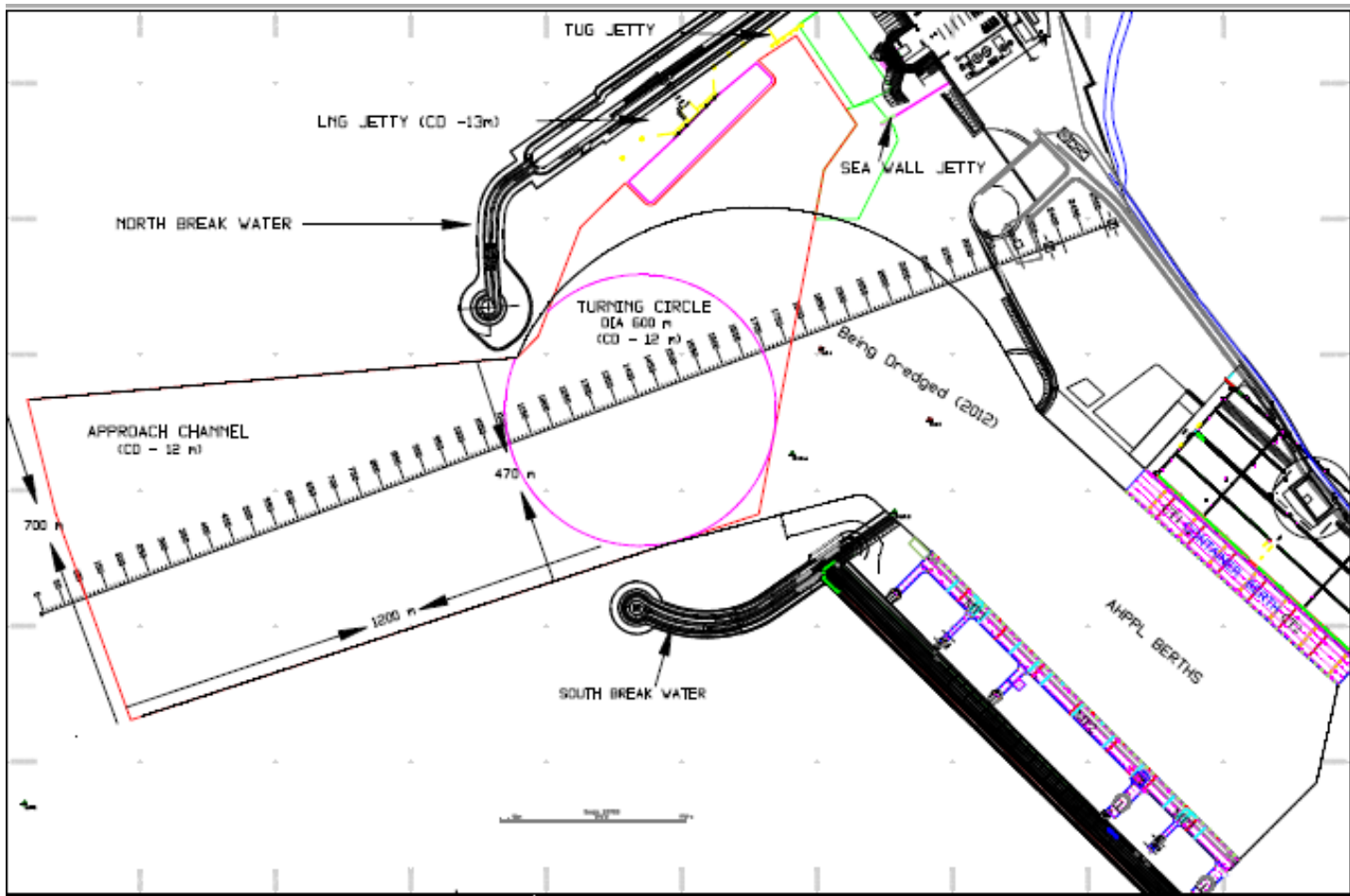
Only in case of an emergency will the LNG Carrier anchor in the Magdalla Port Waters at a safe location as indicated by the Magdalla Port /VTMS(Khambhat East). All traffic will be instructed to give the LNG Carrier at anchor a wide berth. Due to its large size above and under water the LNG Carrier is more likely to drag anchor in strong SW monsoon winds and in the strong currents in the Sutherland Channel.

The Hazira (Surat) Port pilot will board the LNG carrier well south of General Lighterage Area as a precautionary measures to pass vessels at anchor in the General Lighterage Area with pilot on board.

Hazira Port Control will be listening on VHF Channel 16 and 69. Magdalla Port and VTMS(Khambhat East) is listening on VHF Channel 16 and 09.

HAZIRA (SURAT) PORT

General layout



7.5 Turning basin.

The port contains a turning basin with a radius of 300 meter for the manoeuvring of Tug assisted LNG-Carrier during berthing and un-berthing. The depth of the basin and the LNG-Carrier berth is such that the LNG-Carrier is able to leave the berth at all times.

7.6 Fog signals.

None.

8. PILOTAGE.

The Hazira (Surat) Port waters are only two miles wide ,with a dredged approach channel of 1200 meters long. The tugs will be made fast before the ship enters this dredged channel. The port was originally dredged to -12 metres but now it has been further dredged to a depth of - 13 m. CD and is marked by two navigational buoys at the seaward end, two navigational markers on each breakwater end and leading lights, 070-250 degrees. Inside the harbour there is a turning circle with a 300 m radius, also dredged to –13 m CD. The berth pocket has been dredged to – 13m CD. Maneuvering the ships in and out of the port has been extensively tested on simulator. Port entry will be done with a minimum of three tugs attached. There can be strong, tidal, cross currents in the dredged channel. The pilots will be assisted with a PPU, Personal Pilot Unit.

Pilot boarding location: Latitude: 20 deg 54' North, Longitude: 072 deg 35' East.

8.1 Limiting conditions for vessels at LNG berth.

If the (actual) wind speed registered by the Metecean Oceanographic System reaches above 30 knots, stand by tug will be requested to come alongside the tanker, after loading has stopped.

If the (actual) wind speed registered by the Metecean Oceanographic System reaches above 35 knots, loading arms to be disconnected and stowed and gangway removed, tugs alongside the tanker, discuss situation with the Master.

In the event that wind speeds exceed 40 knots, the Master and Pilot after discussion, and taking due account of the mooring loads as shown by the Mooring Load Monitoring System, may decide to vacate the berth. (Mooring forces will be due to a combination of wind and waves. Wind speed, on its own, is therefore not the determining factor).

As noted above, given the prevalent relatively benign sea conditions at the jetty, operations should not be routinely affected. Nevertheless, vessels should prepare to vacate the berth if the wave height recorded by the Metecean Oceanographic System exceeds 1.5 m with a wave period (time of peak to peak passage) of 9 seconds.

Cargo operations and/or the venting of flammable cargo vapours should be stopped during electrical storms in the vicinity of the ship or terminal.

“WIND” refer to the ‘mean’ wind speed, which is defined as the 10-minute average wind speed as measured at the Terminal’s weather station anemometer.

8.2 Under keel clearance.

The depths at approaches to port, navigation channel, entry to port and berth pocket are maintained in order to provide following under keel clearances at all states of tides.

- Approaches to Port, Navigation Channel and Port entrance: More than 15% of the deepest draft of the vessel.
- Turning circle: More than 10% of the deepest draft of the vessel.
- Berth Pocket: More than 1.0m.

9. TOWAGE.

The port is equipped with:

- 4 ASD tugs (operated by AHPPL).
- A minimum of three tugs are required for LNG vessel movements.
- Three tugs are made fast to the vessel using tug's line as follows:
 1. One tug at aft centre lead on deck (not on sunken bitt).
 2. One tug each at port and starboard shoulders at sunken bitts, in case sunken bitts are not within reach, both tugs will be made fast on main deck.

The tugs use their own towing lines. Good messenger lines are required for taking the tug's line.

10. INERT GAS SYSTEM AND CRUDE OIL WASHING.

None.

11. COMMUNICATIONS.

A) General.

To assist in planning and to satisfy contractual obligations the following pre-arrival messages are to be sent both to Hazira Port Control and the LNG Terminal. Messages should also be copied to the ship's agent. Should there be any changes to the foregoing which might have an impact on ETA's, the vessels performance or cargo equipment then both Hazira Port Control and LNG Terminal are to be advised immediately.

All communications should be sent by E-mail (preferred) or facsimile addressed to:

Hazira Port Control	Fax no 0261 3051158 / 0261 3051041
Tel no	0261 3051165
E-mail	hlpl-haz-portcontrol@shell.com

With Copy to:

Sunil.kakar@shell.com

Ankur.basu@shell.com and

Mithilesh.sinha@shell.com

Port control tower is manned round the clock on VHF channel 16 and 69. It is equipped with Radar, AIS VHF, and other communication and navigational equipments.

B) Standard message.

The port sends Standard message and circulars which has following minimum attachments.

1. Standard message. (To be completed and sent back to Port as soon as possible,format sent by the email in the pre arrival message)

2. PANS

The port must receive PANS in the prescribed format at least 96 hrs prior to the arrival of the vessel. If the voyage is shorter than 96 hrs, then it shall be submitted by the arriving vessel within 2 hrs of the departure from the last port. It also applies to vessels trading in coastal waters or coasting between Indian ports.

Ships calling on Hazira (Surat) Port facility shall also submit this information to:

Coastguard regional head quarters (West), MRCC Mumbai.

TEL:+91(022)24388065

Telefax: +91(022)24316558

e-mail:indsar@vsnl.net,wncmocmb-navy@nic.in

Inmarsat C (IOR) 441907210

Inmarsat Mini M (IOR) 762882349

C) On departure from Discharge port.

AA. Ship's name & call sign

BB. Departure date & time.

CC. ETA and arrival draught at Hazira.

DD. Bill of Lading details and other cargo informations.

EE. Boil off rate

FF. Estimated time for discharge

GG. Any known deficiencies affecting port performance

If the ETA deviates more than 12 hours from that initially advised on departure and/or there are any changes to DD, EE or FF then Port & Terminal must be advised.

D) 72 hrs prior to arrival.

AA. Ship's name & call sign.

BB. Update ETA

E) 48 hrs prior to arrival.

AA. Ship's name & call sign

BB. ETA and Arrival Draught

CC. Estimated cargo tank temperatures and tank pressure

DD. Confirm the following have been tested and/or are fully operational:

- Navigation, mooring, safety & engine systems.
- Cargo system & boil off control systems.
- Gas detection systems
- ESD system, alarms and interlocks
- Cargo tank high level alarms
- High & Low pressure alarms
- Remotely operated valves
- Cargo lines are free of oxygen.
- No tank leakages.

If the ETA changes by more than 6 hours following the issue of the 96 hour message and before sending the 24 hour message then the revised ETA must be advised to the Port.

F) 24 hrs before arrival.

AA. Ship's name & call sign

BB. Confirm ETA.

CC. Send pratique message via ship's agent

If the ETA changes by more than 2 hours after sending the 24 hour message then the Port must be advised of the revised ETA

G) 12 hrs before arrival.

AA. Ship's name & call sign.

BB. Confirm ETA

H) VHF contact with Hazira port.

VHF Contact with Hazira Port Control should be established on VHF Channel 16/69 at the earliest opportunity in order to obtain information on berthing, weather and availability of pilot.

I) Departure communication.

On Departure from Hazira Port

AA. Ship's name & call sign

BB. Outstanding Port Log items

12. EMERGENCY PROCEDURES.

12.1 Fire prevention.

- Sources of ignition, including smoking, shall be restricted to designated areas on board the tanker (Conditions of Use Book) and on shore.
- Certified electrical Approved Equipment shall be in good order and maintained and operated such that its original certification is not jeopardised.
- All portable electrical equipment, including hand held torches, radios and gas analysers, which are operated in gas dangerous zones, shall be Approved Equipment for use in the flammable atmosphere concerned. All equipment should be in such a condition and operated in such a manner that its original certification is not jeopardised.
- Use of tanker's main communications equipment and radar is prohibited during loading operations, however the use of the satellite communications equipment may be permitted, subject to the approval of the Loading Master.
- Where essential tests etc. are required to the radar or communications equipment, the Loading Master must be consulted before such testing takes place. The precautions and recommendations set out in the ICS Guide must be strictly adhered to.
- Whilst alongside the LNG berth, no tug or any other craft shall be allowed alongside unless, cargo operations have been stopped, valves closed and cargo decks secured, except in the case of an emergency when the Loading Master may permit tugs or other craft to go alongside subject to the agreement of the ship's Master.

12.2 Shore Fire fighting equipments.

For a detailed list of available firefighting equipment see Port Emergency Response Plan.

12.3 Ship's fire fighting equipment.

All fire-fighting equipment shall be in good working order. Portable equipment shall be correctly positioned, and ready for immediate use. The tanker's fire main shall be pressurised whilst alongside the Terminal's berths.

The ship/shore international connection shall be prominently identified with the connecting flange and bolts ready for immediate use on both ship and shore. Hoses shall be placed at both ship and shore international connections ready for immediate deployment.

12.4 Emergency Alarms.

IN CASE OF FIRE DO NOT HESITATE TO RAISE THE ALARM

THE FOLLOWING SAFETY INFORMATION SHOULD BE MADE AVAILABLE TO ALL PERSONNEL ON BOARD AT HAZIRA (SURAT) PORT.

EMERGENCY PROCEDURES -

EMERGENCY	ALARM	ACTION
Gas / FIRE Alarm	Gas or Fire detection alarm is a sweeping signal up and down for 0.5 seconds repeated for 60 seconds.	On hearing this signal all operations will cease, arms/hoses to be disconnected and preparations to be made for immediate evacuation of the berth
EMERGENCY SIREN FOR ALL AREA.	Three cycles of: Ringing for 15 seconds. Silence for 60 seconds. Repeated for total three cycles.	On hearing this signal all operations will cease, arms/hoses to be disconnected and preparations to be made for immediate evacuation of the berth.
FIRE ONBOARD	At least six (6) blasts on the ships whistle each of not less than 10 seconds duration. Advise Port Control/ Jetty Operator by VHF/ UHF radio.	Cease all operations, arms/hoses to be disconnected and preparations to be made for immediate evacuation of the berth. Ship's crew to fight fire and take such action as required to prevent fire from spreading.
All Clear	All clear signal shall be a continuous siren for 60 seconds.	
MEDICAL EMERGENCY ONBOARD	Advise Hazira Port control/berthing master by VHF/UHF radio	The Port will advise the onsite Medical Centre.
LIGHTNING	Advise Hazira Port control/berthing master by VHF/UHF radio	All cargo and ballast operations shall cease when lightning is in the vicinity.

EMERGENCY ESCAPE

Primary escape route is by shore gangway to Jetty. A secondary means of escape **must be provided on vessel's offshore side** by providing Ship's accommodation ladder on seaward, rigged and ready for lowering.

SAFETY CLOTHING

All ship's personnel working on deck must wear the appropriate personal protective equipment.

12.5 Hot Work.

"Hot Work" in non-approved areas and work on open decks or on the jetty head, which involves hammering, chipping or the use of power tools is strictly prohibited.

12.6 Reference.

The port and Terminal have following fully developed emergency response plans.

1. Port emergency response plan.
2. Oil spill response plan.
3. LNG Terminal emergency response plan.

13. SAFETY PROCEDURES.

A) Port Control and Security – ISPS compliance

The Hazira (Surat) Port is ISPS compliant.

Access to the LNG Jetty and Port Crafts Berth is from the northern causeway. The access to this causeway is from within the Terminal area. A security guard house is located at the entrance of the causeway, which will check all personnel entering the causeway. A port control room with radar and AIS is manned 24 hrs a day. One tug is on stand-by and available to patrol the port waters.

The port control building houses the Emergency Control Room. Port Control Room is equipped with radar, , AIS, VHF, and communication equipment. Access to this building is restricted by means of automated access control system.

B) Ship Shore Safety Checklist

A Ship Shore Safety Checklist (see HPPL 006-Conditions of Use Book) will be completed jointly by the Responsible Ship's Officer and the Loading Master(Pilot) following the pre-discharge safety inspection. The Safety Checklist must be completed and signed by both ship and shore representatives prior to the start of any cargo operations. Follow-up safety checks will be conducted at agreed intervals not exceeding 6 hours throughout the unloading period and the checklist will be signed accordingly.

C) Sources of Ignition.

The carrying of equipment (unless Approved Equipment) and/or use of matches, lighters or other possible sources of ignition, which includes battery-operated equipment and cameras, is prohibited. Mobile phones are permitted to be carried to the ship with prior permission of the port in switched off condition. Mobile phones are not to be switched on or used within the terminal area or the open deck areas of the ship.

D) Fishing.

Fishing within the LNG Security Zone is prohibited at all times. This includes fishing from the Terminal jetty, foreshore, and marine craft or from LNG tankers berthed alongside.

14. POLLUTION.

Basis oil spill risk trajectory and risk analysis studies for Hazira (Surat) , Port has a fully developed oil spill response plan (HPPL - 004). Hazira (Surat) Port is equipped with Oil spill response equipments with capability of dealing tier 1 level oil pollution. The equipments include Boom, Skimmer, Storage tanks, Dispersant Spray booms etc.

15. COMPLIANCE WITH REGULATORY / SAFETY GUIDELINES.

Port Control and Security - ISPS compliance.

The Hazira (Surat) Port is ISPS compliant.

Access to the LNG Jetty and Port Crafts Berth is from the northern causeway. The access to this causeway is from within the Terminal area. A security guard house is located at the entrance of the causeway, which will check all personnel entering the causeway. A port control room with radar and AIS is manned 24 hrs a day. One tug is on stand-by and available to patrol the port waters.

The port control building houses the Crisis Control Room. Port Control Room is equipped with radar, AIS, VHF, and communication equipment. Access to this building is restricted by means of automated access control system.

HPPL confirms to the Quality Management Standard ISO 9001-2000 and Environmental Management Standard ISO 14001-2004 and is certified by DNV to be in compliance with the ISO Standards.

16. OTHERS.

A) Port Support and Services

- Pilotage .
- Tugs and mooring facilities.
- Ships Stores, Crew Change.
- Immigration and Customs.

B) GARBAGE RECEPTION

The Port offers garbage reception facilities to vessels utilising Port facilities.

The Port is required to comply with strict garbage disposal regulations and you are advised to follow the following guidelines as described below.

- All garbage is to be handled by the ship’s crew till designated area.
- All the wastes must be packed in leak proof bags/containers.
- All garbage must be properly segregated and marked as per categories.
- Prior intimation to and acceptance from port authority is essential for waste disposal.

Details of Categorized Garbage landed ashore - quantities as estimated to be in cubic meters.

MV/SS:

Date:

Time:

Category 1.	Recyclable. (Category 2 & 4)	Biodegradable. (Category 5)	Hazardous waste.
Plastics.	Floating Dunnage, Lining, Packing material, Paper products, Rags, Glass, Metals, Bottles, Crockery etc.	Food waste.	Oily rags etc.

Note: Only wastes as mentioned above are accepted for disposal. The waste **must not** contain alcoholic bottles or alcoholic cans.

Signed:

For Ship: Rank:

For Port: Position:

Date:

C) Shore Leave LNG vessels

Shore leave is permitted at the Hazira LNG terminal subject to compliance with the provisions of the Port Facility Security Plan. The Master should liaise with the ship’s agent for arranging all the

necessary permissions from Government authorities and transport to and from the terminal. All persons going ashore shall comply with the Port and Terminal Safety and PPE requirements.

D) Visitors to the Ship

Persons other than operational staff requiring access to jetties and ships in connection with the discharge of the LNG ship, must obtain permission from the Port Authority to enter the site and secondly have the ship masters approval to board the ship concerned.

With the exception of Government officials (police, customs and immigration), ship's agent and cargo surveyor(s), twenty-four (24) hours' notice is required for clearance to enter the Port. Visitors should arrange for clearance through the ship's agent.

Persons arriving at the Port without prior notification will not be permitted entry.

On no account must visitors walk through the Port area unless accompanied by a member of the Terminal's / Port's staff

Whenever possible 24 hours notice should be given to the Port Authority of any requirements to make use of medical facilities.

E) Ships Stores.

Facilities are available at the LNG berth for taking limited stores with prior permission of the port subject to compliance with the provisions of Port Security Facility Plan. However storing is not permitted during LNG discharge operations.

F) Bunkering.

There are no bunkering facilities available at Hazira.

The internal transfer of bunkers on board ship whilst in the Port and alongside the Terminal's jetty is strictly prohibited.

Immigration and Customs:

1 Customs Authority.

- Original Last Port Clearance
- Maritime Declaration Of Health- 3 Copies
- Vaccination List- 3 Copies
- Voyage Memo (Ports called in last 30 days or last 10 ports of call) with arrival and departure dates and security levels)- 3copies
- Bills of Lading, Cargo Manifest and Transit Cargo if any - 1 Copy
- List of Ships Stores Including Bonded Stores and Deck Store- 3 copies
- Personal Effects Declaration with Crew Currency- 3 Copies
- Ships Currency Declaration- 3 Copies
- Nil List (If there are no Passengers, Stowaways, Animals, Arms, Ammunitions)- 3 copies
- List of Narcotic Medicines- 3 Copies
- Crew List (Name, Rank, nationality, Passport Number, Seamen book number, Date of and Place, Place of Embarkation)- 7 Copies
- Following Statutory Certificates- 2 Copies Each
 1. Ship Registry Certificate,
 2. ISPS Certificate
 3. International Load Line Certificate
 4. Cargo Ship Safety Equipment Certificate
 5. Cargo Ship Radio Certificate
 6. Cargo Ship Safety Construction Certificate
 7. International Oil Pollution Certificate
 8. Ship Sanitation Control Exemption Certificate

G) Quarantine Authority

At Hazira, the customs-boarding officer usually gives quarantine (Free Pratique) But if the vessel is coming from Yellow Fever area, Port Health Officer from Kandla will board the vessel.

Following set of documents are required any ways-

- Crew List- 1 Copy
- Maritime Declaration of Health- 1 Copy
- Vaccination List- 1 Copy
- Ship Sanitation Control Exemption Certificate - 1 Copy

H) Immigration Authority

Custom Authorities are clearing the vessel on behalf of Immigration.

For Sign on and Sign off of **Foreign Nationals** 48 hours notice with confirmed air ticket is required. Ships Agent will have to get Landing permission from the local police.

For Indian National this above is not applicable.

Documents required in case of Crew Change (Foreign or Indian national)-

- Crew List – 1 Copy
- Personal Effects Declaration- 1 Copy
- Sign/Sign off crew passport- 1 Copy

I) Port Authority (Hazira Port Private Limited)

Following Documents required by Port Authority-

- Bill Of Lading, Cargo Manifest, Transit Cargo List- 1 Copy
- Crew List- - 1 Copy
- Following Statutory Certificates - 1 Copy Each

1. Ship Registry Certificate,
2. ISPS Certificate
3. International Load line Certificate
4. Cargo Ship Safety Equipment Certificate
5. Cargo Ship Radio Certificate
6. Cargo Ship Safety Construction Certificate
7. International Oil Pollution Certificate
8. Ship Sanitation Control Exemption Certificate

J) The following documents are required by the Hazira LNG terminal for Cargo Clearance

- Sale and Purchase Agreement or detailed contracts
- Original Bill of Lading
- Commercial Invoice
- Certificate Of Origin
- Certificate Of Quality
- Certificate Of Quantity
- Load Port Ullage Report (Pre and Post Loading)

Last 3 documents will require signature of independent surveyor.

Other documents will be prepared and given by importer in consultation with CHA.

K) Cargo Surveyor – Custom Surveyor;

The following company has been contracted to witness the discharge operations as Custom Surveyor:

J.B. Boda Surveyors Private Limited
Maker Bhavan No 1
Sir V.Thackersey Marg
Mumbai 400 020
Tel: +91 22 5631 4920/4917/4949
Contact person: Capt. N. S. C. Bhandary
e-mail: survaymumbai@jbbodamail.com

L) Port Tariffs and Charges;

Port charges are levied for the use of the Port facilities and the provision of pilotage and tug services as well as berth hire. Port Charges are payable in advance. Following tariffs are in force for the Hazira (Surat) Port

:

- Port Dues: Payable to Adani Hazira Port Pvt. Ltd.
- Pilotage and Towage Charges: Payable to Adani Hazira Port Pvt. Ltd.
- Berth Hire Charges for LNG berth: USD 0.047/GRT per slot of 8 hours payable to Hazira Port Pvt.Ltd.

The above tariffs are exclusive of any Indirect Taxes (including Service Tax). If any Indirect tax (including Service Tax) is leviable or assessed to be levied upon HPPL with respect to the above tariffs, the same shall be charged to the LNG ship in addition to the above tariffs.

A. appendix

A.1. List of Agents at Hazira (Surat) Port LIST OF AGENTS AT HAZIRA (SURAT) PORT

1. J.M. Baxi & Company	
<p>Registered Business Address Sapt Building,18, J.N.Heredia Marg, Ballard Estate, Mumbai 400 001</p> <p>Contact Details Tel 00 91 22 22679695 Fax 00 91 22 22662892 E mail : gvs@jmbaxi.com</p>	<p>Local Business Address Ramsa Tower, Mezzanine Floor, Office No 03/04/05 Near Adajan Circle, Rander Road, Surat 395 009</p> <p>Contact Details Tel 00 91 261 2792796 00 91 261 2680712/2782206/2686302 E mail: surat@jmbaxi.com,</p>
2. GAC Shipping (India) Pvt. Ltd.	
<p>Registered Business Address P.B. No. 515, GAC House, Subramanian Road, Willingdon Island, Cochin. 682 003</p> <p>Contact Details Tel 00 91 484 2668372 00 91 484 2667765 00 91 484 2667066 Mo ++91 9847052929 Fax 00 91 484 2668388 E mail : india@gacworld.com</p>	<p>Local Business Address 501,Jolly Plaza, Athwa Gate, Surat – 395001</p> <p>Contact Details Tel 00 91 261 2461 777 00 91 261 2461 888 Fax 00 91 261 2464 688 Mo ++ 91 932 812 2980 E mail : Shipping.Surat@gacworld.com</p>

3. Atlantic Shipping Pvt. Ltd.	
Registered Business Address 124 B, Mittal Court, 224, Nariman Point, Mumbai. 400 021 Tel 00 91 22 22873126 00 91 22 22821017 Fax 00 91 22 22025718 E mail : atlantic@bom7.vsnl.net.in Telex : 81 11 82451 ASPL	Local Business Address 321, Lalbhai Contractor Complex, Opposite Library, Nanpura, Surat. 395 001 Tel 00 91 261 2472580/2464032 Fax 00 91 261 2472618 Mo ++91 9824050792 E mail : atlantic@yuotele.com
4. Kshitij Marine Services Pvt. Ltd.	
Registered Business Address O - 2, Madhulika Apartment, Bhatar Road, Surat E mail : dikshitp@iqara.net dikshitp@satyam.net.in Tel 00 91 261 2238117 / 2238118 Fax 00 91 261 2229759 Mo ++ 91 9824053231	Local Business Address O - 2, Madhulika Apartment, Bhatar Road, Surat Pin 395 001 Tel 00 91 261 2238117 / 2238118 Fax 00 91 261 2229759 Mo ++ 91 9824053231 E mail : dikshitp@iqara.net dikshitp@satyam.net.in
5. Interocean shipping (India) pvt. Ltd.	
Registered Business Address 75 Link Road, Lajpat Nagar III, New Delhi. Pin 110 024 E mail : devli@interoceangroup.com Tel 00 91 11 26562218 / 29912991 / 51551166	Local Business Address B / 10, 903 Indralok Complex, Opp lakeview Garden, Surat Dumas Road, Piplod, Surat. Pin 395 007 Tel 00 91 261 2259853 / 2223578 Fax 00 91 261 2210825 E mail : surat@interoceangroup.com Mo : ++ 91 9824156986

A.2. Important Telephone numbers.

Port and Terminal Company

Name	Contact number	Office Number	E-mail address
Shri. Nitin Shukla, CEO	+91 98240 29440 +91 79 26462080	+91 79 30011111	Nitin.Shukla@shell.com
Sanjay Kshatriya, Terminal Manager	+91 7600034713	+91 261 305 1262 305 1150	Sanjay.Kshatriya@shell.com
Sunil Kumar Kakar. Port Manager/Harbour Master, PFSO	+91 98247 04954	+91 261 3051149	sunil.kakar@shell.com
Ankur Basu Pilot, Dy PFSO	+91 9824704973	+91 261 3051151	ankur.basu@shell.com
M K Sinha, Pilot	+91 9601349032	+91 261 3051081	Mithilesh.sinha@shell.com
Atul Deo, Operations Manager	+91 9824304932	+91 261 305 1170	Atul.Deo@shell.com
Nilay Vyas, HSE Manager	+91 9904103804	+91 261 3051009	Nilay.vyas@shell.com
Terminal Control Room (24 hrs Emergency Control Centre)	+91 261 3051206 +91 261 3051207 +91 261 3051239		
Shift Ops Supervisor	+91 261 3051239		

A.3. Hospitals/Clinic.

Name	Contact numbers
BAPS Pramukh Swami Hospital, Near Adajan Circle, Surat.	+91 261 2781000 2787000 +919879644144
Seventh Day Adventist, Ring road	+91 261 2669615 +91 261 2667344 +91 261 2668401
Mahavira General Hospital	+91 261 2332828 +91 261 2347199 Fax: +91 261 2330051 +91 261 2331080

Mahavira Cardiac Hospital (RTO Office)	+91 261 2462116 +91 261 2471770 Fax: +91 261 2462113
New Civil hospital-Surat	+91 261 2233 322
Civil Hospital-Surat (Board)	+91 261 2244456- 59
Surat General Hospital, CMO	+91 261 2422040 +91 261 2422041
Port / Terminal site Clinic (24 hrs)	+91 98247 04981 +91 261 3051100
HLPL/HPPL Doctor (Dr. Gemawat)	+91 98243 75077 +91 261 3051233
HLPL/HPPL Ambulance	+91 98247 04981 +91 261 3051233
HLPL/HPPL Shift Nurse	+91 98247 04981 +91 261 3051233

A.4. Surat District Administration & Police.

Name	Contact number
District Collector, Surat	+91 261 2472471 (PA to Collector) +91 261 2471121 +91 261 2472050
Commissioner of police	+91 261 2463939 +91 261 2463940
Police Control Room-Surat	100 +91 261 2462100 2461200
Police station-Icchapore	+91 261 2860197 +91 98241 15498
Bomb Disposal / Sniffer dog squad Officer Incharge	+91 261 2462100
Mutual aid- District Disaster Management Centre	+91 261 2220229

	+91 261 2226106 +91 261 2220053 +91 261 2474860
Fire Station - Main City Fire Control room	101 +91 261 2414139 +91 261 2414195 +91 261 2414196 +91 261 2423751 +91 261 2423324 +91 261 2423450
Chief Fire officer	+91 261 2436636
Surat Municipal commissioner	+91 261 2423751 to 57/ 2422244
Flood control- Surat	2471121

A.5. Neighbouring companies (Mutual Aid Group).

Name	Contact number
Reliance Petro (Board)	+912612835999 6635999
Essar- PRO	+91 261 2870528 +91 261 2872400
KRIBHCO (Board)	+91 261 2862766-70
Gujarat Gas	+91 261 2747427
Niko Resources	+91 261 2870005
ONGC-Surat	+91 261 2875500 +91 261 8324872 to 74/ 8405500 (Ext. 2235)
GAIL-Surat	+91 261 2840033 to 34

A.6. Details MAGDALLA GROUP OF PORTS:

Makaipul, Nanpura, SURAT – 395 001

Phone: (0261)2470533(G)

2463781 (D) Fax: 0261 2475645

Gram: PORTAL, MAGDALLA

E-Mail: gmbpomin_adl@sancharnet.in, pomagdalla@gmail.com,

VTMS Khambhat (East): VHF 16 and 09.

Reliance Marine Operations; VHF Ch 67

Essar Marine Operations: VHF CH 71