

# Request lay-by berth for tankers at non-tanker quays

**HKD 37 - EN**

05/2022

**Who fills in this form?**

Vessel (shipping agency)

**Who receives this form?**

The written request should be submitted as soon as possible and **no later than 16 hours** (Saturdays, Sundays and legal public holidays not included) **prior to** the requested date and time of mooring.

Counter for permits: [Toelatingen.HKD@portofantwerpbruges.com](mailto:Toelatingen.HKD@portofantwerpbruges.com)

- On workdays from 8:30 a.m. to 4:00 p.m.- Tel.+32 3 229 68 00
- After office hours, during public holidays and weekends: Port Authority Supervisor (PAS) - tel. +32 3 229 67 33 - only for urgent and unforeseen circumstances

If, due to unforeseen circumstances, the specified deadline cannot be met, the request **must be made by phone**.

The applicant must immediately confirm the request in writing, stating the name of the telephone correspondent and the time of the telephone request as well as the motivation of the unforeseen circumstances.

If you are hereby granted permission to carry out the work as requested, then the permit will be based on the information provided to the Harbourmaster's Office in this request. Any changes to this information will automatically void the permit, and a new request will have to be submitted.

**SHIP DETAILS**
**1 Please enter below the details relating to the vessel**

Name of ship \_\_\_\_\_

Previous berth / Harbo(u)r: \_\_\_\_\_

Location of lay-by berth: \_\_\_\_\_

Type of tanker

 Oil tanker  Chemical tanker  Gas tanker 

Stay number (V number) \_\_\_\_\_

Start date

Time \_\_\_\_\_

End date

Time \_\_\_\_\_

Extended date

Time \_\_\_\_\_


Ship dimensions (D = actual DGR) L \_\_\_\_\_

B \_\_\_\_\_

D \_\_\_\_\_

**LOADING INFORMATION (sds required)**

Proper shipping name	UN Number	Flash point	Quantity (ton) or R for residue last loading	Tank numbers

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Oil tankers en chemical tankers:

Are all the tanks in the loading zone (loading tanks, slop tanks, ROT) gas free or inert?

- LEL < 10%
- Inert (O<sub>2</sub> < 8 vol%)

Gas tankers:

Is the vessel gas free?  Yes


- LEL < 10% (for all loading tanks)
- LEL = 0% (loading zone = hold spaces/compressor room)
- Not gas free
  - >  Type A tanks -  Type C tanks -  Type B tanks
- LEL = 0% (loading zone = hold spaces/compressor room)

Reason lay-by berth?

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Planned activities?

- Diving (> HKD 16)
- Hot works (> HKD 20)
- Bunkering
- Delivery of stores
- Degassing
- Inerting
- Sampling
- Transferring slops or rest flow
- Tank washing
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**Tankers loaded with products/empty of fluids with a flame point lower or equal to 23°C**

- Permitted for max. 72h
  - Inert declaration from captain prior to arrival/shift and to be confirmed immediately by licensed gas expert upon arrival at waiting quay.
  - Gas free/ inert declaration to be renewed every 24h by licensed gas expert
  - Safety zone (20m) with licensed fire watch
  -

**Gas tankers**

- Permitted for max. 72h
  - (Gas free) declaration from captain prior to arrival/shift and to be confirmed immediately by licensed gas expert upon arrival at waiting quay.
  - Gas free declaration to be renewed every 24h by licensed gas expert
  - Type A tanks > tank pressure less than 70mbar
  - Type C tanks > tank pressure less than 30% of the MARV setting
  - Other loading zone (hold spaces and compressor room) LEL = 0%
  - Declaration to be renewed every 24h by licensed gas expert
  - Safety zone (20m) with licensed fire watch
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Name + signature Representative OP/HSS	
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