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Republic of Latvia

Cabinet

Regulation No. 143

Adopted 14 February 2006

Regulations for the Safe Loading and Unloading of Bulk Carriers

*Issued pursuant to
Section 11, Paragraph four
of the Maritime Administration and Marine Safety Law*

I. General Provisions

1. This Regulation prescribes the safety requirements for bulk carriers which are related to loading or unloading of solid bulk cargoes and which shall be observed at terminals of the Republic of Latvia in order to reduce the risks of excessive stresses and physical damage to the ship's structure during loading or unloading and ensure mutual suitability harmonisation for those ships and terminals, as well as prescribes the procedures for harmonised mutual cooperation and communication between those ships and terminals.

2. This Regulation shall apply to:

2.1. bulk carriers (irrespective of their flag), calling at a terminal for the loading or unloading of solid bulk cargoes; and

2.2. terminals visited by bulk carriers falling under the scope of this Regulation.

3. This Regulation shall not restrict the application of Regulation VI/7 of the International Convention for the Safety of Life at Sea, 1974, with 1978 and 1988 Protocols and amendments thereto (hereinafter – SOLAS Convention), shall not apply to facilities that only in exceptional circumstances are used for loading and unloading dry cargo in bulk into or from bulk carriers, as well as shall not apply in cases where the loading or unloading is carried out solely with the equipment of the bulk carrier concerned.

4. For the purposes of this Regulation:

4.1. **bulk carrier** in accordance with the definition of Regulation IX/1.6 of the SOLAS Convention shall be a ship for carriage of solid bulk cargoes which complies with one of the following conditions:

4.1.1. a ship constructed with single deck, top-side tanks and hopper-side tanks in cargo spaces, which are intended primarily to carry dry cargo in bulk;

4.1.2. an ore carrier – a sea-going single deck ship having two longitudinal bulkheads and a double bottom throughout the cargo region and intended for the carriage of ore cargoes in the centre holds only; or

4.1.3. a combination carrier as defined in Regulation II-2/3.14 of the SOLAS Convention;

4.2. **solid bulk cargo** – cargo as defined in Regulation XII/1.4 of the SOLAS Convention;

4.3. **terminal** – any fixed, floating or mobile facility equipped and used for the loading or unloading of dry cargo in bulk into or from bulk carriers;

4.4. **terminal operator** – the owner of a terminal, or organisation or person to whom the owner has transferred the responsibility for loading or unloading operations conducted at the terminal for a particular bulk carrier;

4.5. **terminal representative** – any person appointed by the terminal operator, who has the responsibility for the preparation, the conduct and the completion of loading or unloading operations conducted by the terminal for a particular bulk carrier;

4.6. **master** – a person who has command over a bulk carrier or a ship's officer designated by the master for the unloading or unloading operations;

4.7. **administration of the flag State** – the competent authority of the State whose flag the bulk carrier is entitled to fly;

4.8. **cargo information** – the cargo information required by Regulation VI/2 of the SOLAS Convention;

4.9. **loading or unloading plan** – a plan as referred to in Regulation VI/7.3 of the SOLAS Convention and having the format as contained in Appendix 2 of Resolution A.862(20) adopted on 27 November 1997, Code of Practice for the Safe Loading and Unloading of Bulk Carriers (hereinafter – BLU code), by the International Maritime Organisation (hereinafter – IMO);

4.10. **ship/shore safety checklist** – the checklist as referred to in section 4 of the BLU Code and having the format as contained in Appendix 3 of the BLU Code; and

4.11. **solid bulk cargo density declaration** – the information on the density of the cargo to be provided in compliance with Regulation XII/10 of the SOLAS Convention.

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II. Requirements in Relation to the Suitability of Bulk Carriers and Terminals

5. A terminal operator shall check the readiness of bulk carriers for loading or unloading of solid bulk cargoes by making sure whether a ship meets the requirements in relation to operational suitability of bulk carriers for loading and unloading (Annex 1).

6. A terminal operator shall ensure the fulfilment of the following requirements at the terminal:

6.1. the terminal complies with the requirements in relation to the suitability of terminals for the performance of loading and unloading (Annex 2);

6.2. the terminal operator has appointed a terminal representative (representatives);

6.3. information books are prepared containing the requirements of the terminal and of the regulatory enactments of the Republic of Latvia regarding safe loading of bulk carriers, as well as information (with amendments) on the port and terminal as listed in Appendix 1, paragraph 1.2 (*Terminal Information Books*), of the BLU Code, and that these books are made available to the masters of bulk carriers calling at the terminal for loading or unloading solid bulk cargoes; and

6.4. a quality management system is developed, implemented and maintained which has been certified in accordance with the State standard LVS EN ISO 9001 : 2001 L, *Quality management systems*, and it shall be audited in accordance with the State standard LVS EN ISO 19011 : 2002, *Guidelines for quality and/or environmental management systems auditing*.

III. Responsibilities of Masters and Terminal Representatives

7. Responsibilities of the master shall be as follows:

7.1. to ensure the safe loading and unloading of the bulk carrier under his command;

7.2. in accordance with the formalities provided for in regulatory enactments and related to ships' entering and leaving the port in advance of the ship's estimated time of arrival at the terminal, to provide the terminal with the information set out in Annex 3 to this Regulation in writing (using fax, Internet or via agent);

7.3. before any solid bulk cargo is loaded, to make sure that he has received the cargo information required by Regulation VI/2.2 of the SOLAS Convention, and a solid bulk cargo density declaration (where required) including such information in a cargo declaration form in accordance with Appendix 5 of the BLU code;

7.4. in addition to the requirements referred to in Sub-paragraphs 7.1, 7.2 and 7.3 of this Regulation, to discharge the duties of the master specified in Annex 4 to this Regulation prior to the start of and during loading or unloading.

8. Responsibilities of the terminal representative shall be as follows:

8.1. upon receipt of the ship's initial notification of its estimated time of arrival (ETA), to provide the master with the information referred to in Annex 5 to this Regulation in writing (using fax, Internet or via agent);

8.2. to ensure that the information contained in the cargo declaration form is notified to the master in writing (using fax, Internet or via agent) as early as possible (at least 24 hours prior to the ship's entering the port);

8.3. without delay to notify the master and the Maritime Safety Inspectorate of the State stock company "Latvijas Jūras administrācija" [Maritime Administration of Latvia] (hereinafter – Maritime Safety Inspectorate) of deficiencies noted on board a bulk carrier which could endanger the safe loading or unloading of solid bulk cargoes;

8.4. in addition to the requirements referred to in Sub-paragraphs 8.1, 8.2 and 8.3 of this Regulation, to discharge the duties of the terminal representative specified in Annex 6 to this Regulation prior to the start of and during loading or unloading;

8.5. to acquaint the master of the ship moored at the berths of the terminal with instruction on actions in emergency situations in accordance with the requirements of the SOLAS Convention.

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IV. Procedures Between Bulk Carriers and Terminals

9. Before solid bulk cargoes are loaded or unloaded, the master shall agree with the terminal representatives on the loading or unloading plan (Annex 7) in accordance with the requirements referred to in Regulation VI/7.3 of the SOLAS Convention. The loading or unloading plan shall be prepared in the form specified in Appendix 2 of the BLU Code indicating the IMO number of the bulk carrier concerned. The master and the terminal representative shall confirm their agreement to the loading or unloading plan by signing it.

10. Any amendments to the loading or unloading plan, which according to either party may affect the safety of the vessel or crew, shall be prepared, accepted and agreed by both parties in the form of a revised loading or unloading plan.

11. The agreed loading or unloading plan specified in Paragraph 9 of this Regulation and any subsequent agreed revisions shall be kept by the ship and the terminal for a period of six months in order to ensure the possibility for the Maritime Safety Department of the State

stock company Maritime Administration of Latvia (hereinafter – Maritime Safety Department) to verify them.

12. Before loading or unloading is commenced, the ship/shore safety checklist (Annex 8) shall be completed and signed jointly by the master and the terminal representative in accordance with the guidelines of Appendix 4 of the BLU Code.

13. An effective communication between the ship and the terminal shall be established and maintained at all times, capable of responding to requests for information on the loading or unloading process and to ensure prompt fulfilment of instructions of the master or the terminal representative if the loading or unloading operations are suspended.

14. The master and the terminal representative shall conduct the loading or unloading operations in accordance with the loading or unloading plan. The terminal representative shall ensure that during the loading or unloading of the solid bulk cargo the hold order, quantity and rate of loading or unloading stated on the loading or unloading plan is observed. The terminal representative shall not deviate from the agreed loading or unloading plan, except for the cases when it is previously agreed with the master and written agreement is attained.

15. On completion of the loading or unloading, the master and the terminal representative shall agree in writing that the loading or unloading has been done in accordance with the loading or unloading plan, including any agreed amendments. On completion of the unloading, a record that the cargo holds have been emptied and cleaned in accordance with the master's requirements shall be entered additionally in the loading or unloading plan, as well as any damage suffered by the ship and any repairs carried out shall be recorded.

V. Operations of the Maritime Safety Department

16. The Maritime Safety Department shall control whether the requirements for terminal operators, masters and terminal representatives specified in this Regulation are observed.

17. The Maritime Safety Department inspectors shall carry out the following inspections of solid bulk cargo terminals:

17.1. initial inspection – an inspection in order to assess the compliance of the terminal with the requirements specified in Paragraphs 6 and 8, as well as in Chapter IV of this Regulation for the first time;

17.2. regular inspection – an inspection which shall be carried out not less than once in three months in order to ascertain regarding the introduction and maintaining of the requirements contained in Paragraphs 6 and 8, as well as in Chapter IV of this Regulation;

17.3. unannounced inspection – any inspection other than inspection referred to in Paragraph 17.1 or 17.2 of this Regulation and which is carried out in order to ascertain regarding continuous observance of the requirements contained in Paragraphs 6 and 8, as well as in Chapter IV of this Regulation, including an inspection which is carried out on the basis of the received credible information from other persons regarding non-compliance of the terminal with the specified requirements.

18. The Maritime Safety Department inspectors shall ascertain regarding the observance of the requirements specified in Paragraph 7 and Chapter IV of this Regulation during the inspection referred to in Paragraph 17 of this Regulation. A bulk carrier inspection report shall be drawn up on the results of a bulk carrier inspection (Annex 9).

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19. The inspections referred to in Paragraph 17 of this Regulation (except unannounced inspections) shall be paid service in accordance with Section 6, Paragraph two of the Maritime Administration and Marine Safety Law.

20. The Maritime Safety Department shall, every three years, provide the Ministry of Transport with a report in writing on the results of the inspections referred to in Paragraphs 17 and 18 of this Regulation. The report shall provide an assessment of the effectiveness of cooperation and the procedures for communication between bulk carriers and terminals specified in this Regulation. The Ministry of Transport shall send the referred to report to the Commission of the European Union. The report shall be sent at the latest by 30 April of the year following the period of three calendar years upon which it reports.

21. Without prejudice to the rights and obligations of the master provided under Regulation VI/7.7 of the SOLAS Convention, the Maritime Safety Department shall prohibit to commence or halt the loading or unloading of solid bulk cargoes, if performance of such operations may endanger the safety of the ship or crew. Operations may be commenced or resumed after elimination of the relevant deficiencies. Deficiencies shall be eliminated immediately after determining thereof during the inspection of the Maritime Safety Department.

22. If the master and terminal representative cannot agree regarding the application of the procedures provided for in Chapter IV of this Regulation and it may endanger the maritime safety or protection of the marine environment, the application of procedures shall be determined by the Maritime Safety Department in accordance with the requirements of Chapter IV of this Regulation.

VI. Repair of Damage Incurred During Loading or Unloading

23. The application of the requirements of this Chapter shall not restrict the fulfilment of the requirements of international regulatory enactments and those regulatory enactments of Latvia which determine the procedures for the port State control.

24. A terminal representative shall report to the master in writing (using fax, Internet or via agent) regarding damage to the ship's structure or equipment, which has occurred during loading or unloading and, if necessary, shall repair them.

25. If the damage referred to in Paragraph 24 of this Regulation could impair the structural capability or watertight integrity of the hull, or the ship's essential engineering systems, the terminal representative or the master shall notify the administration of the flag State, or an organisation recognised by it, which has been recognised in accordance with regulatory enactments regulating the operation of recognised organisations (hereinafter – recognised organisation) and the Maritime Safety Inspectorate in writing (using fax, Internet or via agent). The decision regarding commencement of repair or deferring thereof shall be taken by the Maritime Safety Inspectorate, taking into account the opinion of the administration of the flag State, or the organisation recognised by it, as well as the opinion of the master. Where immediate repair is considered necessary, it shall be carried out before the ship leaves the port.

26. In taking the decision referred to in Paragraph 25 of this Regulation, the Maritime Safety Inspectorate may rely upon a recognised organisation to undertake the inspection of the damage and to advise on the necessity of carrying-out repairs or their deferral.

VII. Closing Provisions

27. The authorisations for the operation of solid bulk cargo terminal issued for the terminals established until the day of coming into force of this Regulation shall be valid until the end of the term of validity specified therein.

28. If a plan to implement a quality management system has been developed in accordance with the State standard LVS EN ISO 9001:2001 L, *Quality management systems*, the requirements referred to in Sub-paragraph 6.4. of this Regulation shall not be applied to a terminal for one year after establishment thereof and the Maritime Safety Department shall issue a temporary authorisation for the operation of solid bulk cargo terminal (Annex 10). The authorisation shall be valid for not more than 12 months. The Maritime Safety Department inspectors shall inspect the terminal and the results of inspection shall be specified in the inspection report of solid bulk cargo terminal (Annex 11).

Informative Reference to European Union Directives

This Regulation contains legal norms arising from:

1) Directive 2002/84/EC of the European Parliament and of the Council of 5 November 2002 amending the Directives on maritime safety and the prevention of pollution from ships; and

2) Directive 2001/96/EC of the European Parliament and of the Council of 4 December 2001 establishing harmonised requirements and procedures for the safe loading and unloading of bulk carriers.

Prime Minister

A. Kalvītis

Minister for Transport

A. Šlesers

**Requirements in Relation to the Operational Suitability of
Bulk Carriers for Loading and Unloading Solid Bulk Carriers**

Bulk carrier calling in terminals in the Republic of Latvia for the loading or unloading of solid bulk cargoes shall comply with the following requirements:

1. Cargo holds shall be provided with hatch openings of sufficient size (commensurable to loading gear) and such a design to enable the solid bulk cargo to be loaded, stowed, trimmed and unloaded satisfactorily.
2. The cargo hold hatches shall be marked with identification numbers as used in the loading or unloading plan. The location, size and colour of these numbers shall be clearly visible to and identifiable by the operator of the terminal loading or unloading equipment.
3. The cargo hatches, hatch operating systems and safety devices shall be in good functional order and used only for their intended purpose.
4. List indicating lights, if fitted, shall be tested prior to loading or unloading and proved to be operational.
5. If required to have an approved loading instrument on board, this instrument shall be certified and operational to carry out stress calculations during loading or unloading.
6. Main propulsion and auxiliary machinery shall be in good functional order.
7. Deck equipment related to mooring and berthing operations shall be in good functional order and in good functional condition.

Minister for Transport

A. Šlesers

**Requirements in Relation to the Suitability of Terminals for
Loading and Unloading Solid Bulk Carriers**

1. Terminal shall only accept bulk carriers for loading or unloading of solid bulk cargoes at their terminal that can safely berth alongside the loading or unloading installation, taking into consideration water depth at the berth, maximum permissible size of the ship, mooring arrangements, fendering, safe access and all possible obstructions to loading or unloading operations.
2. Terminal loading and unloading equipment shall be properly certified and maintained in good order. It shall be operated only by qualified and duly certified personnel.
3. Terminal personnel shall, in accordance with the competence, be trained how to safely load and unload bulk carriers. The purpose of training shall be to inform the personnel regarding the hazards of loading and unloading of solid bulk cargoes and regarding the adverse effect improper loading and unloading operations may have on the safety of the ship.
4. Terminal personnel involved in the loading and unloading operations shall be provided with individual protective equipment to be used mandatory, as well as the rest shall be guaranteed in order to avoid accidents due to fatigue.

Minister for Transport

A. Šlesers

[28 July 2009]

Annex 3
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Information to be Provided by the Master to the Terminal

1. The master shall notify to the terminal the ship's estimated time of arrival (ETA) at the port (the information shall be updated as appropriate) in order to plan operatively the servicing of the ship at the port in accordance with the ship's loading/unloading plan.
2. The master shall, in notifying the ship's estimated time of arrival (ETA), provide the following information at the same time:
 - 2.1. ship's name, call sign, IMO number, flag, port of registry;
 - 2.2. loading or unloading plan, stating the quantity of cargo, stowage by hatches, loading or unloading order and the quantity to be loaded in each pour or unloaded in each stage of the discharge;
 - 2.3. arrival and proposed departure draughts;
 - 2.4. time required for ballasting or de-ballasting;
 - 2.5. ship's length overall, beam, and length of the cargo area from the forward coaming of the forward-most hatch to the after coaming of the aft-most hatch into which cargo is to be loaded or from which cargo is to be unloaded;
 - 2.6. distance from the waterline to the first hatch to be loaded or unloaded and the distance from the ship's side to the hatch opening;
 - 2.7. location of the ship's accommodation ladder;
 - 2.8. air draught;
 - 2.9. details and capacities of ship's cargo-handling gear (if any);
 - 2.10. number and type of mooring lines;
 - 2.11. specific requests (such as for trimming or continuous measurement of the water content of the cargo);
 - 2.12. details of any necessary repairs which may delay berthing, the commencement of loading or unloading, or may delay the ship sailing on completion of loading or unloading;
 - 2.13. any other information related to the ship requested by the terminal.

Minister for Transport

A. Šlesers

Duties of the Master Prior to and During Loading or Unloading Operations

The master shall ensure that:

- 1) the loading or unloading of cargo and the discharge or intake of ballast water is under the control of the ship's officer in charge;
- 2) the disposition of cargo and ballast water is monitored throughout the loading or unloading process to ensure that the ship's structure is not overstressed;
- 3) the ship shall be kept upright or, if a list is required for operational reasons, it shall be kept as small as possible;
- 4) the ship remains securely moored, taking due account of local weather conditions and forecasts;
- 5) sufficient officers and crew are retained on board to attend to the adjustment of the mooring lines, as well as the action in any situation, having regard to the need of the crew to have sufficient rest periods;
- 6) the terminal representative is made aware of the cargo trimming requirements, which shall be in accordance with the procedures specified in the IMO Resolution MSC.193(79), adopted on 3 December 2004, *Code of Safe Practice for Solid Bulk Cargoes* (BC code);
- 7) the terminal representative is made aware of the requirements for harmonisation between de-ballasting or ballasting and cargo loading or unloading rates for his ship and of any deviation from the de-ballasting or ballasting plan, as well as any other matters which are related to cargo loading or unloading;
- 8) the ballast water is discharged at rates which conform to the agreed loading plan, as well as in order it does not result in flooding of the quay or of adjacent craft (where it is not practical for the ship to completely discharge its ballast water prior to the trimming stage in the loading process, the master agrees with the terminal representative on the times at which loading may need to be suspended and the duration of such suspensions);
- 9) there is agreement with the terminal representative as to the actions to be taken in the event of rain, or other change in the weather, when the nature of the cargo would pose a hazard in the event of such a change;
- 10) no hot work is carried out on board or in the vicinity of the ship while the ship is alongside the berth, except with the permission of the terminal representative. The referred to work shall be carried out in accordance with the regulatory enactments regulating hot work;
- 11) close supervision of the loading or unloading operation and of the ship during final stages of the loading or unloading;
- 12) the terminal representative is warned immediately if the loading or unloading process has caused damage, has created a hazardous situation, or is likely to do so;
- 13) the terminal representative is advised when final trimming of the ship has to commence in order to allow for the conveyor system to run-off;
- 14) the unloading of the port side closely matches that of the starboard side in the same hold to avoid twisting the ship's structure;
- 15) when ballasting, account is taken of the possibility of the discharge of flammable vapours from the holds and precautions are taken before any hot work is permitted adjacent to or above these holds.

Information to be Provided by the Terminal to the Master

1. The name of the berth at which loading or unloading will take place and the estimated times for berthing and completion of loading or unloading.
2. Characteristics of loading or unloading equipment, including the terminal's nominal loading or unloading rate and the number of loading or unloading heads to be used, as well as the estimated time required to complete each pour or – in the case of unloading – the estimated time required for each stage of the discharge.
3. Features on the berth or jetty the master may need to be aware of, including the position of fixed and mobile obstructions, fenders, bollards and mooring arrangements.
4. Minimum depth of water alongside the berth and in approach and departure channels.
5. Water density at the berth.
6. Maximum distance between the water line and the top of the cargo hatch covers or coamings, whichever is relevant to the loading or unloading operation, and the maximum air draught.
7. Arrangements for gangways and access.
8. Which side of the ship is to be alongside the berth.
9. Maximum allowable speed of approach to the jetty and availability of tugs, their type and bollard pull.
10. The loading sequence for different parcels of cargo, and any other restrictions if it is not possible to take the cargo in any order or any hold to suit the ship.
11. Any properties of the cargo to be loaded which may present a hazard when placed in contact with cargo or residues on board.
12. Advance information on the proposed loading or unloading operations or changes to existing plans for loading or unloading.
13. If the terminal's loading or unloading equipment is fixed, or has any limits to its movement.
14. Mooring lines required.
15. Warning of unusual mooring arrangements.
16. Any restrictions on ballasting or de-ballasting.
17. Maximum sailing draught permitted by the port authority.

18. Any other information related to the terminal requested by the master.

Note. Information on estimated times for berthing and departure and on minimum water depth at the berth referred to in Paragraphs 1 and 4 of this Annex shall be progressively updated and passed to the master on receipt of successive notification regarding estimated time of arrival (ETA). Information on minimum water depth in approach and departure channels shall be provided by the terminal or the port authority, as appropriate.

Minister for Transport

A. Šlesers

[28 July 2009]

Annex 6
Cabinet Regulation
No. 143
14 February 2006

Duties of the Terminal Representative Prior to and During Loading or Unloading Operations

Prior to the start of and during loading or unloading operations the terminal representative shall:

1) provide the master in writing (for example, using fax, Internet or via agent) with the names and procedures for contacting the terminal personnel or shipper's agent who will have the responsibility for the loading or unloading operation and with whom the master will have contact;

2) take all precautionary measures to avoid damage to the ship by the loading or unloading equipment and inform the master if damage occurs;

3) ensure the ship is kept upright or, if a list is required for operational reasons, it shall be kept as small as possible;

4) ensure the unloading of the port side closely matches that of the starboard side in the same hold to avoid twisting the ship;

5) in the case of high density cargoes, or when the individual grab loads are large, alert the master that there may be high, localised impact loads on the ship's structure until the tank top is completely covered by cargo (especially when high free-fall drops are permitted and special care is taken at the start of the loading operation in each cargo holds);

6) ensure that there is agreement between the master and the terminal representative at all stages and in relation to all aspects of the loading or unloading operations and that the master is advised on any change to the agreed loading rate (related to loading), and at the completion of each pour of the weight loaded;

7) maintain a record of the weight and disposition of the cargo loaded or unloaded and ensure that the weights in the holds do not deviate from the agreed loading or unloading plan;

8) ensure that the cargo is trimmed, when loading or unloading, to the master's requirements;

9) ensure that the quantities of cargo required to achieve the departure draft and trim shall allow for all cargo on the terminal's conveyor systems to be run off and empty on completion of a loading (for that purpose the terminal representative shall advise the master in writing regarding the nominal tonnage contained on the terminal's conveyor system and any requirements for clearing the conveyor system on completion of the loading);

10) during unloading, give the master the maximum warning when it is intended to increase, or to reduce, the number of unloading heads used and advise the master when unloading is considered to be completed from each hold;

11) ensure that no hot work is carried out on board or in the vicinity of the ship while the ship is alongside the berth, except with the permission of the master;

12) ensure that the master prior to the commencement of loading or unloading operations is acquainted with the instruction on actions in emergency situations in accordance with the requirements of the SOLAS Convention, confirming it with a signature.

Minister for Transport

A. Šlesers

Kravas iekraušanas vai izkraušanas plāns

Datums	Kuģa vārds				Reisa Nr.	
Iekraušanas vai izkraušanas osta	Krava(-as)	Kravas(-u) ietilpības faktors	Balasta iesūkšanās vai izsūkšanās ātrums	Ūdens blīvums	Kuģa maksimāli iespējamā iegrime pie	Lielākais kuģa viršūdens daļas gabariņu augstums
Mērķosta	Iepriekšējā krava	Kraušanas mehānismu Nr.	Iekraušanas/izkraušanas ātrums		termināļa piestātnes	

Iepriekšējais kravas iekraušanas vai izkraušanas plāns

Bēruma Nr.	Krava		Balasta operācijas	Operācijas Veikšanai nepiecieša mais laiks (stundas)	Komentāri	Aprēķinātie lielumi				Aprēķinātie lielumi			
	tilpnes Nr.	tonnas				Iegrime	maksimālie lielumi		Kuģa viršūden s augstum s	vidējā iegrim e	Kuģa galsver e		
							priekšgals	pakalgs als				BM*	SF**

* Korpusa lieces moments (BM), ** Korpusa šķērsspēks (SF)

Termināļa pārstāvja paraksts _____

Kuģa pārstāvja paraksts _____

Noslēguma iekraušanas vai izkraušanas plāns

Tilpnes Nr							
Kravas daudzums							

Kuģis ir iekrauts (izkrauts) saskaņā ar iepriekš saskaņoto iekraušanas/izkraušanas plānu.
Pretenziju pusēm nav.

Termināļa pārstāvja paraksts _____

Kuģa pārstāvja paraksts _____

Loading or Unloading Plan

Date	Vessel				Voyage No.	
Load/unload Port	Cargo(es)	Assumed stowage factor of cargo(es)	Ballast pumping rate	Water density	Max draught available	Max. air draught in berth
To Port	Last cargo	No. of loaders	Load rate			

Preliminary Loading or Unloading Plan

Pour No.	Cargo		Balast operations	Time Required (hours)	Comments	Calculated values				Calculated values		
	Hold No.	Tonnes				Draught	Maximum		Air draught	Draught mid	Trim	
							Fwd	Aft				BM*

Signed Terminal _____

Signed Ship _____

Final Loading or Unloading plan

/	Hold No						\
	Cargo						

The ship is loaded(unloaded) in accordance with preliminary agreed Loading/Unloading Plan. No claims were made.

Signed Terminal _____

Signed Ship _____

Minister for Transport

A. Šlesers

* Bending moments (BM)
** Shear forces (SF)

[28 July 2009]

Annex 8
Cabinet Regulation
No. 143
14 February 2006

Kuģa/krasta drošības kontroles lapa beramkravu kuģu iekraušanai vai izkraušanai

Datums	Osta
Kuģa vārds	Terminālis/piestātne
Dziļums pie piestātnes	Maksimālais kuģa virsūdens augstums
Kuģa iegrime pienākot	Kuģa virsūdens augstums pienākot
Kuģa iegrime izejot	Kuģa virsūdens augstums izejot

	Kuģis	Terminālis
1. Vai dziļums pie piestātnes un kuģa virsūdens augstums ir atbilstošs kravas operāciju veikšanai?	<input type="checkbox"/>	<input type="checkbox"/>
2. Vai ir atbilstošs tauvošanās aprīkojums, ņemot vērā straumes, laikapstākļus, kuģu satiksmi un pie borta pietauvotos citus kuģus?	<input type="checkbox"/>	<input type="checkbox"/>
3. Vai ārkārtas gadījumos kuģis ir spējīgs atstāt piestātņi jebkurā laikā?	<input type="checkbox"/>	<input type="checkbox"/>
4. Vai ir nodrošināta droša nokļūšana no kuģa uz piestātņi? Trapa stāvokli uzmana kuģis/terminālis (nevajadzīgo svītrot)	<input type="checkbox"/>	<input type="checkbox"/>
5. Vai akceptētā sakaru nodrošinājuma sistēma ir operatīva?	<input type="checkbox"/>	<input type="checkbox"/>
Sakaru metodes		
Valoda		
Radio kanāli		
Tālrunis		
6. Vai kontaktpersonas kravas operāciju laikā ir reāli sasniedzamas?	<input type="checkbox"/>	<input type="checkbox"/>
Kuģa kontaktpersona		
Atrašanās vieta		
Termināļa kontaktpersona		
Atrašanās vieta		
7. Vai uz kuģa un terminālī ir atbilstošs personāla sastāvs darbībai ārkārtas situācijās?	<input type="checkbox"/>	<input type="checkbox"/>
8. Vai ir paredzētas un saskaņotas degvielas uzpildes operācijas?	<input type="checkbox"/>	<input type="checkbox"/>
9. Vai ir paredzēti un saskaņoti piestātnes vai kuģa remontdarbi iekraušanas laikā?	<input type="checkbox"/>	<input type="checkbox"/>
10. Vai ir saskaņota rīcība par kravas operāciju laikā radušos bojājumu ziņošanu un attiecīgu dokumentēšanu?	<input type="checkbox"/>	<input type="checkbox"/>
11. Vai kuģis ir saņēmis ostas un termināļa noteikumus, kas satur arī drošības un piesārņojuma novēršanas prasības, kā arī informāciju par ārkārtas situāciju novēršanas iespējām?	<input type="checkbox"/>	<input type="checkbox"/>
12. Vai kravas nosūtītājs ir sniedzis informāciju kuģa pārstāvim par kravas īpašībām saskaņā ar SOLAS konvencijas VI nodaļas nosacījumiem?	<input type="checkbox"/>	<input type="checkbox"/>
13. Vai gaiss kravas tilpnēs un citās slēgtās telpās, kur nepieciešams piekļūt, nav kaitīgs elpošanai, ja krava apstrādāta ar fumigācijas gāzi, un vai terminālis un kuģis ir vienojušies par gaisa analīžu veikšanas nepieciešamību?	<input type="checkbox"/>	<input type="checkbox"/>

	Kuģis	Terminālis
14. Vai noteiktie kravas pārkraušanas jaudas limiti un arī iekraušanas/izkraušanas mehānismu pārvietošanās ierobežojumi ir saskaņoti starp kuģi un termināli?	[]	[]
Kraušanas mehānisms Nr. Kraušanas ātrums t/st.		
Kraušanas mehānisms Nr. Kraušanas ātrums t/st.		
Kraušanas mehānisms Nr. Kraušanas ātrums t/st.		
15. Vai kravas iekraušanas/izkraušanas plāns ir izstrādāts visiem posmiem, kuģi iekraujot un izsūknējot balastu vai izkraujot un iesūknējot balastu?	[]	[]
Iekraušanas/izkraušanas plāna kopija iesniegta		
16. Vai tilpnes, kuras tiek iekrautas vai izkrautas, ir skaidri atzīmētas iekraušanas/izkraušanas plānā, norādot pārkraušanas darbu secību, kā arī pārkraujamo kravas daudzumu tajās attiecīgajos posmos?	[]	[]
17. Vai kravas izlīdzināšanas nepieciešamība, metodes un pakāpe tika apspriesta?	[]	[]
18. Vai kuģa un termināļa pārstāvji saprot un akceptē to, ka gadījumā, ja balasta izsūknēšana vai iesūknēšana nenotiek saskaņā ar kravas iekraušanas vai izkraušanas secību, ir nepieciešams pārtraukt kravas operācijas līdz minēto procesu saskaņošanai?	[]	[]
19. Vai plānotās darbības par kravas atlikumu aizvākšanu no kuģa tilpnēm pēc kravas izkraušanas kuģa pārstāvjiem tikušas izskaidrotas un viņi tās ir akceptējuši?	[]	[]
20. Vai veicamie pasākumi, lai piekrautam kuģim nodrošinātu nepieciešamo beigu galsveri, ir izskatīti un pieņemti?	[]	[]
21. Kravas daudzums, kas aizturēts termināļa konveijeru sistēmā		
22. Vai terminālis ir informēts par nepieciešamo laiku kuģa sagatavošanai iziešanai jūrā pēc kravas operāciju beigām?	[]	[]

Piezīme. Atbildes atzīmē šādi:

Jā (derīgs)

Nē (nederīgs)

N/A Nav piemērojams

Par norādīto informāciju ir vienojušies:

Datums _____ Laiks _____

Kuģa pārstāvis _____
(amats, vārds, uzvārds) (paraksts)

Termināļa pārstāvis _____
(amats, vārds, uzvārds) (paraksts)

Ship/Shore Safety Checklist
for Loading or Unloading Dry Bulk Cargo Carriers

Date	Port
Ship's name	Terminal/Quay
Available depth of water in berth	Maximum air draught
Arrival draught (read/calculated)	Air draught
Calculated departure draught	Air draught

	Ship	Terminal
1. Is the depth of water at the berth, and the air draught, adequate for the cargo operations to be completed?	[]	[]
2. Are mooring arrangements adequate for all local effects of tide, current, weather, traffic and craft alongside?	[]	[]
3. In emergency, is the ship able to leave the berth at any time?	[]	[]
4. Is there safe access between the ship and the wharf? Tended by ship/terminal (cross out the appropriate)	[]	[]
5. Is the agreed ship or terminal communications system operative?	[]	[]
Communication method:		
Language		
Radio channels		
Phone numbers		
6. Are the liaison contact persons during operations positively identified?	[]	[]
Ship contact persons		
Location		
Shore contact person(s)		
Location		
7. Are adequate crew on the board, and adequate staff in the terminal, for emergency?	[]	[]
8. Have any bunkering operations been advised and agreed?	[]	[]
9. Have any intended repairs to wharf or ship whilst alongside been advised and agreed?	[]	[]
10. Has a procedure for reporting and recording damage from cargo operations been agreed?	[]	[]
11. Has the ship been provided with copies of port and terminal regulations, including safety and pollution requirements and details of emergency services?	[]	[]
12. Has the shipper provided the Master with the properties of the cargo in accordance with the requirements of Chapter VI of SOLAS Convention?	[]	[]
13. Is the atmosphere safe in holds and enclosed spaces to which access may be required, have fumigated cargoes been identified, and has the need for monitoring of atmosphere been agreed by ship and terminal?	[]	[]

[28 July 2009]

Annex 9
Cabinet Regulation
No. 143
14 February 2006

Beramkravu kuģa pārbaudes akts

Latvijas Jūras administrācija
Kuģošanas drošības departaments
Rekvizīti _____

Adresāts:

Nosaukums _____

Adrese _____

Reģistrācijas Nr. _____

osta		Datums	
Kuģa vārds	Kuģa karogs	SJO numurs	Tilpība

Saskaņā ar Ministru kabineta 2006.gada 14.februāra noteikumu Nr.143 "Beramkravu kuģu drošas kraušanas noteikumi" ____ .punktu valsts akciju sabiedrības "Latvijas Jūras administrācija" Kuģošanas drošības departamenta inspektori veica kuģa pārbaudi un pārbaudīja šādus objektus:

Nr. p.k.	Pārbaudāmie objekti	Rezultāti
1.	Beramkravu kuģa stabilitātes informācijas grāmata (<i>saskaņā ar SOLAS konvencijas noteikumu VI/7; Beramkravas kuģu drošas kraušanas kodeksu</i>)	
2.	Atbilstības dokuments (<i>piemērojams kuģiem, uzbūvētiem 1984.g. 1.septembrī vai vēlāk</i>)	
3.	Kuģa/krasta drošības kontroles lapa	
4.	Iespējas efektīvai informācijas apmaiņai starp termināli un kuģi	
5.	Informācija par kravu uz kuģa (<i>SOLAS konvencijas noteikums VI/2.2</i>)	
6.	Pārbaudes lapa kuģa piemērotības noteikšanai iekraušanas/izkraušanas operācijām	
7.	Iekraušanas/izkraušanas plāns	
8.	Piemērotas kuģa iekārtas esība (sertificētas datorprogrammas nodrošinājums) lieces momenta (LM) un pārbīdes spēku (PS) noteikšanai iekraušanas/debalastēšanas vai izkraušanas/balastēšanas operāciju konkrētā stadijā	
9.	Iekraušanas/debalastēšanas vai izkraušanas/balastēšanas operāciju secības saistība ar saskaņoto iekraušanas/izkraušanas plānu	

Izmantotie simboli:

X Jā

– Nē

N/P Nav piemērojams

Piezīmes.

Atzinums.

Saskaņā ar _____

un pamatojoties uz iepriekš minētajiem pārbaudes rezultātiem, secināts:

Lēmumu saskaņā ar Administratīvā procesa likumu var apstrīdēt mēneša laikā pēc tā spēkā stāšanās, iesniedzot iesniegumu Latvijas Jūras administrācijas direktoram. Latvijas Jūras administrācijas direktora lēmumu var pārsūdzēt tiesā.

Latvijas Jūras administrācijas rekvizīti:

Kuģa pārstāvis _____
(paraksts un tā atšifrējums)

Termināļa pārstāvis _____
(paraksts un tā atšifrējums)

Latvijas Jūras administrācijas Kuģošanas drošības
departamenta atbilstoši pilnvarotie inspektori

(paraksts un tā atšifrējums)

(paraksts un tā atšifrējums)

(paraksts un tā atšifrējums)

MARITIME ADMINISTRATION OF LATVIA
MARITIME SAFETY DEPARTMENT

Details: _____

Addressee:

Name: _____

Address: _____

Identification No: _____

BULK CARRIER INSPECTION REPORT

Port of		Date	
Name of ship	Flag of ship	IMO number	Gross tonnage

In conformity with Paragraph ____ of Cabinet Regulation No. 143 of the Republic of Latvia of 14 February 2006, *Regulations for the Safe Loading and Unloading of Bulk Carriers*, inspectors of the Maritime Safety Department of the State stock company “Maritime Administration of Latvia” performed the inspection of the ship and inspected the following items:

No	Items to be Inspected	Results
1.	Bulk Carrier Stability Booklet (SOLAS reg. VI/7; the Code of Practice for the Safe Loading and Unloading of Bulk Carriers)	
2.	Document of compliance (<i>applicable to ships constructed on or after 1 September 1984</i>)	
3.	Ship/shore safety checklist	
4.	Effective communication between terminal and ship	
5.	Cargo information on board (<i>SOLAS 1974 Reg. VI/2.2</i>)	
6.	Checklist to show suitability for loading/unloading solid bulk cargoes	
7.	Loading/Unloading plan	
8.	Ship devices (loading instrument) in adequate operation for BM and SF determination in accordance with recent stage of loading/debalasting or unloading/balasting operation	
9.	Succession of loading/debalasting or unloading/balasting operation in accordance with confirmed loading/unloading plan	

Used symbols:

 X Yes

 - No

 N/A Not applicable

Notes.

Conclusion.

In conformity with _____

and on the basis of the results of inspection listed above, concluded:

The decision may be contested in accordance with the Administrative Procedure Law within one month after coming into effect thereof by submitting a submission to the Director of the Maritime Administration of Latvia. A decision of the Director of the Maritime Administration of Latvia may be appealed to a court.

Details of the Maritime Administration of Latvia:

Name and signature of the master

Name and signature of the representative of the terminal

**Names and signatures of duly authorised inspectors of the Maritime Safety
Department of the Maritime Administration of Latvia**

Minister for Transport

A. Šlesers

Temporary Authorisation for Operation of Solid Bulk Cargo Terminal

**Maritime Administration of Latvia
Maritime Safety Department**

I confirm that after _____ port's solid bulk cargo terminal/berth
inspection of general
condition of

(name of the port)

_____ it has been determined,
(name or number of terminal/berth)

that its general condition and operational activities comply with _____
requirements.

The terminal has presented its plan to implement a quality management system in accordance
with the standard. Taking into account the results of inspection (see terminal inspection report
of ____ 20__) and on the basis of the referred to in

_____, _____
(name or number of terminal/berth)

it is allowed to perform the operations related to reloading of solid bulk cargoes.

Temporary authorisation shall be _____
valid by

(date)

Place Issued at _____ port _____
for a
seal

(date)

No. _____

Authorised person _____
(position, signature and full name)

Minister for Transport

A. Šlesers

[28 July 2009]

Annex 11
Cabinet Regulation
No. 143
14 February 2006

Inspection Report of Solid Bulk Cargo Terminal

Maritime Administration of Latvia
Maritime Safety Department

Details _____

Addressee

Name _____

Address _____

Identification No. _____

_____ (name of the port)

_____ (date)

In accordance with the Cabinet Regulation No. 143 of 14 February 2006, *Regulations for the Safe Loading and Unloading of Bulk Carriers*, the inspectors of the Maritime Safety Department of the Maritime Administration of Latvia (hereinafter – MSD)

carried out the _____ solid bulk cargo terminal/berth
inspection of _____

(name of the port)

_____.
(name or number of terminal/berth)

During the inspection it has been found out:

1. Fulfilment of general requirements

1.1. The permission for performance of Category A and B polluting activities at the terminal which has been issued by the relevant regional environmental board

1.2. Inspection report drawn up by certified organisations which attests the certification of equipment, as well as the compliance of the condition thereof with the regulatory enactments of the Republic of Latvia

1.3. Fire safety inspection report of the terminal drawn up by the State Fire and Rescue Service or Inspectorate, which attests the compliance with regulatory enactments

1.4. Inspection reports drawn up by certified organisations which attest the compliance of electrical equipment of the terminal, as well as of the insulation measurements thereof with the regulatory enactments

2. Requirements in relation to the suitability of terminal and bulk carrier

2.1. A terminal representative has been appointed for the co-operation with the ship

2.2. Inspection of readiness of the bulk carrier prior to the start of loading or unloading and acquaintance of the master with the instruction on actions in emergency situations in accordance with the requirements of the SOLAS Convention

2.3. The personnel of the terminal has been duly trained for the fulfilment of duties to be performed

2.4. The servicing personnel of the terminal loading gear is qualified and duly certified

2.5. The terminal personnel is provided with individual protective equipment

2.6. The terminal personnel is provided with appropriate rest possibilities

3. The fulfilment of duties between the master of bulk carrier and terminal representative

3.1. The information provided by the master to terminal – the compliance of the amount and quality thereof

3.2. The information provided by the terminal to the master – the compliance of the amount and quality thereof

3.3. The information provided by the terminal to the master regarding compliance of cargoes

3.4. Supervision of bulk carrier during loading/unloading of solid bulk cargo

3.5. Readiness of the terminal for loading/unloading of solid bulk cargo

3.6. The compliance of the supervision of the terminal during loading/unloading

4. Observance of mutual procedures between terminal and bulk carrier

4.1. The amount and compliance of the terminal information book

4.2. Provision of communications for exchange of information between the terminal and the ship

4.3. Completing the ship/shore safety checklist

4.4. Preliminary loading or unloading plan of bulk carriers

4.5. Final loading plan of bulk carriers

4.6. The report jointly signed by the master and terminal representative regarding the compliance of the ship for loading

5. A quality management system has been developed, implemented and maintained at the terminal

Yes (Complies) No (Does not comply) NA Not applicable

Determined deficiencies

Conclusion

Taking into account the inspection results of general condition of the terminal, as well as the operational activities thereof for the ensuring of fulfilment of conditions of the Cabinet Regulation No. 143 of 14 February 2006, *Regulations for the Safe Loading and Unloading of*

Bulk Carriers, it has been concluded that the general condition of the referred to terminal, as well as the operational activities comply/do not comply (delete as appropriate) with the specified criteria.

The date of the next inspection _____

A decision may be contested in accordance with the Administrative Procedure Law within one month after coming into effect thereof by submitting a submission to the Director of the Maritime Administration of Latvia. A decision of the Director of the Maritime Administration of Latvia may be appealed to a court.

Details of the Maritime Administration of Latvia:

The following officials of the terminal participated _____
in the inspection

(position, signature and full name)

(position, signature and full name)

(position, signature and full name)

The inspection was carried out _____
by the MSD inspectors

(signature and full name)

(signature and full name)

(signature and full name)

Place for a seal

Minister for Transport

A. Šlesers