

Appendix 2 SHIP-RELATED PROCEDURES

This Appendix is an operational appendix which applies without prejudice to the provisions of the Framework contract.

The terms beginning with a capital letter in this appendix have the meaning given in the definitions of the Framework contract.

1 VESSEL SCHEDULING AT THE TERMINAL

The Shipper nominates a registered Vessel in its Monthly Schedule Request in accordance with article 23.2.1 of the Framework contract.

The Operator will handle on a case-by-case basis schedule requests by the Shipper nominating a non-registered Vessel.

In the notice given of the Monthly Schedule by the Operator (as defined in the Framework contract), Cargo scheduling conditions if any will be notified. Such Cargo scheduling conditions include the Vessel scheduling conditions and other conditions linked to the other characteristics of the Cargo such as the Window of Arrival, the Energy Content to be transferred, the LNG quality, etc.

The Vessel scheduling conditions could be for instance guarantees asked to the Ship Owner, a preventive safety inspection of the Vessel, operational and/or technical requirements in order to ensure safety and smooth operations during the Call.

2 VESSEL REGISTRATION

The Vessel Registration Procedure (« Ship Approval Procedure ») is posted on the Operator's website. This procedure is established in line with the « LNG Ship Approval Procedure » from GLE¹.

The Shipper can request the Registration of a Vessel at any time. Upon receipt of the request, the Operator will give notice if the Vessel Registration could be achieved within the given time.

The Shipper makes sure that the Ship Owner promptly cooperates to this Registration process and the Operator makes its best efforts to ensure a smooth process and that the Terminal information are passed to the Ship Owner.

The completion of the Vessel Registration process with the Terminal is achieved when the Ship Shore Safety Plan (SSSP) is completed and up-to-date (see article 4 of this appendix).

The names of the Vessels registered at the Terminal are published on the Operator's website.

The Vessel status with regard to Registration at the Terminal can be revised at anytime by the Operator in accordance with the clauses of the « Ship Approval Procedure » and in particular if the Vessel changes name, flag, technical manager or Ship Owner, or if her « Pre-Acceptance Questionnaire » (PAQ) has not been updated for at least two years.

¹ Gas LNG Europe : group of European LNG terminal operators.

3 OPERATIONAL CONDITIONS OF RECEPTION

3-1 INFORMATION PROVIDED BY THE SHIPPER PRIOR TO THE CALL

In the framework of Unloading, for each Window of Arrival in the Monthly Schedule, the Shipper informs the Operator, between Loading and Unloading the Vessel, of the Energy Content and the quality (major components and trace elements) of the Cargo and its Estimated Time of Arrival at the Terminal, in accordance with the information procedure specified in article 5.1 of this appendix.

In the framework of Reloading, for each Window of Arrival in the Monthly Schedule, the Shipper informs the Operator, of the Energy Content of the Vessel, of the thermodynamic conditions of the Vessel's tanks and its Estimated Time of Arrival at the Terminal, in accordance with the information procedure specified in 5.1 of this appendix.

3-2 NOTICE OF ARRIVAL AND BERTHING

A Notice of Arrival, drawn up in the form indicated in article 5.2 of this appendix, is sent by the Captain to the Operator by using the Terminal address mentioned in the Specific Conditions, as soon as all the conditions below are met:

- i. the Vessel is registered at the Terminal in accordance with article 7 of the Framework contract and article 2 of this appendix,
- ii. the Vessel has crossed the line marking the entrance to the Port, as defined in the Specific Conditions,
- iii. the Captain has obtained from the Port Authorities all the authorisations required to enter the Port,
- iv. the Captain has obtained from the Charterer and the Shipper all the authorisations required to carry out the Cargo Transfer,
- v. the Captain has ordered all of the Port Services required for berthing,

The Captain must inform the Operator of any restriction likely to affect the laytime in the Notice of Arrival.

If the Notice of Arrival is sent within the Window of Arrival and no restriction preventing the Cargo Transfer within the Normative Laytime is indicated, and unless otherwise explicitly opposed by the Shipper's designated representative, the Operator shall give its agreement to receive the Vessel at the Terminal berth.

If the Notice of Arrival is sent before the start of the Window of Arrival, and unless otherwise explicitly opposed by the Shipper's designated representative, the Operator shall give its agreement to accommodate the Vessel at the Terminal berth according to its scheduling availabilities.

If the Notice of Arrival is sent after the end of the Window of Arrival or if a restriction prevents the Vessel from transferring the Cargo within the Normative Laytime, and subject to the agreement of the Shipper's designated representative, the Operator shall give its agreement to receive the Vessel at the Terminal berth according to its scheduling availabilities, and in particular in compliance with the priority of vessels that have arrived or which are scheduled to arrive within the Window of Arrival.

In all cases, the Operator shall formalise its agreement to receive the Vessel by triggering berthing with the Port Authorities. The final authorisation for the Vessel to berth at the Terminal is given by the Port Authorities.

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3-3 CARGO TRANSFER

Once the Captain has all the rights to proceed, the Cargo Transfer can take place when:

- i. the Captain and the Operator have filled in and validated without reserves the SSSP and the statutory Ship-Shore Checklist (« *Check-list* »),
- ii. the Cargo Measurement procedure has been carried out by the Vessel, in the presence of the Operator.

The Cargo measurement procedure indicates, in particular, the pressures at the top of the Vessel's tanks and the liquid phase temperatures in each of the tanks, which must comply with the values specified in article 3.4 of this appendix.

The Operator shall then take all appropriate measures for the Cargo Transfer, in accordance with the procedures described in the SSSP of article 4 of this appendix. If the Cargo Transfer cannot take place immediately, another Cargo measurement shall be carried out before initiating the Cargo Transfer operations. This second Cargo measurement is then considered as binding for determining the parameters used in calculating the Quantities Transferred as described in appendix 3.

The Vessel is required to leave berth as soon as the Cargo Transfer operations are completed, unless otherwise agreed with the Operator or as specifically instructed by the Port Authorities. The Operator, in its capacity as a Prudent and Reasonable Operator, reserves the right to suspend the Cargo Transfer and require the Vessel to be removed from the Terminal in the following cases:

- o if requested to do so by the Port Authorities,
- o if documents (i) and (ii) mentioned above have not been drawn up within 6 Hours after the beginning of mooring operations,
- o violation of or non-compliance with the regulations of Port Authorities,
- o non-compliance with the SSSP drawn up in accordance with article 4 of this appendix,
- o if the Operator believes that the Vessel's condition or the way she carries out her operations endanger the safety of property and/or people,
- o the LNG delivered by the Vessel to the Terminal does not comply with the specifications contained in article 8 of the Framework contract or accepted by the Operator under the conditions in article 8 of the Framework contract,
- o occurrence of a circumstance pursuant to Articles 9 (Force majeure and suspension of contractual obligations) or 10 (Safety and operational instructions) of the Framework contract,
- o the Vessel or her crew does not meet the performance requirements given to the Operator at the time of the scheduling of the Cargo.

Details of times, equipment used, events and any useful information are provided in the Terminal's Operations Sheet, a template being included in article 5.3 of this appendix, which must be signed by the Vessel's Captain and the Operator at the start and at the end of the Cargo Transfer operations.

3-4 MANAGEMENT OF EVAPORATIONS

The thermodynamic conditions of the liquid and vapour phases in each tank of the Vessel shall comply with the following specifications:

- o for Cargo Unloading: for each tank which content should be unloaded to the Terminal, the pressure of the vapour phase, at thermodynamic equilibrium with the liquid phase, is lower than 1100 mbar;
- o for Cargo Reloading: for each tank which should receive LNG from the Terminal, it is possible to detect LNG at the bottom of the tank and:
 - for membrane type tanks, the average temperature of the vapour phase is colder than minus 130°C (not taking into account the two (2) top temperature sensors in each tank),
 - for Moss Rosenberg spherical tanks, the temperature of the vapour phase is colder than minus 115°C at the equatorial region of the tank,
 - for IMO type C tanks, the average temperature of the vapour phase is colder than minus 140°C,
 - for the other type of tanks, the temperature set point of the vapour phase is assessed on a case by case basis by the Operator.

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The Terminal and/or the Vessel operating conditions (in particular the thermodynamic conditions of the liquid and vapour phases in the Vessel's tanks) may make the reincorporation of evaporations momentarily impossible. In this case, the Operator may request that the Shipper decreases the Cargo Transfer rate. If the Shipper refuses to decrease the Cargo Transfer rate, the evaporations not reincorporated will be flared. However, for safety reasons, the Operator can oblige a decrease of the Cargo Transfer rate to the Shipper. The amount of gas flared will be allocated to the Shipper in accordance with article 7.3 of the Framework contract.

3-5 NORMATIVE LAYTIME

For each Terminal, the Normative Laytime depends on the nominal Cargo Transfer rate and on the Quantity Transferred.

(i) Montoir-de-Bretagne LNG Terminal:

As the nautical access to the Terminal is linked to the slacks of tide, the Normative Laytime takes also this constraint into account.

o Unloading:

The nominal Unloading rate is 14 000 cbm/h.

The Normative Laytime shall be:

- 5 consecutive slacks of tide (approx. 25 Hours) for a Quantity Unloaded up to 180 000 cbm of LNG;
- 7 consecutive slacks of tide (approx. 37 Hours) for a Quantity Unloaded larger than 180 000 cbm of LNG, to be combined with a laytime extension to be requested by the Shipper.

o Reloading:

The nominal Reloading rate is 4 000 cbm/h.

The Normative Laytime shall be 9 consecutive slacks of tide (approx. 50 Hours) for a Quantity Reloaded up to 150 000 cbm of LNG. For a larger Quantity Reloaded, a laytime extension shall be requested by the Shipper.

(ii) Fos Tonkin LNG Terminal:

o Unloading:

The maximal Unloading rate is 4 500 cbm/h.

The Normative Laytime shall be equal to 32 Hours.

3-6 SPECIFIC SERVICES

Specific operations carried out by the Vessels at the Terminal, such as gassing-up, cooling-down, technical heel out, bunkering, provisions, etc. are not covered by the Normative Laytime. Such operations may be tolerated by the Operator in addition to the Cargo Transfer provided that:

- (i) a formal request has been made to the Operator at least five days before the Window of Arrival, and this request has been accepted, and
- (ii) the forecasted laytime does not exceed the Normative Laytime. A laytime extension may be granted by the Operator upon preliminary request of the Shipper. The Operator reserves the right to refuse this request.

A list of Specific Services is published on the Operator's website.

Bunkering operations shall be carried out as per article 6 of this appendix.

4 SHIP / SHORE SAFETY PLAN (SSSP) AND PRE-TRANSFER MEETING

The SSSP (Ship-Shore Safety Plan) is specific for each operation, each Vessel and each Terminal.

It gathers all technical, operational, safety, security information pertaining to the Vessel and the Terminal, and applicable when the Vessel is within the Port area or alongside, to ensure safe operations. Information included in the SSSP are also an input for the regulatory Ship-Shore Checklist before starting Cargo Transfer operations.

It shall notably include information shared between the Vessel and the Terminal:

- Description of nautical and port environment and instructions
- Description of terminal facilities
- Vessel general information and design
- Contact list of persons responsible / involved in the Call
- Mooring
- Ship / shore communication
- Access on board
- Cargo Transfer procedures
- Safety instructions and operating limits
- Firefighting equipment
- Cargo Transfer emergency shutdown procedures
- Emergency shutdown procedures in the event of an accident or incident
- Instructions for additional operations.

The SSSP consists in:

- Terminal Handbook
- Specific operations plan for the Call
- Ship-Shore Checklist
- Vessel's documents gathered during Vessel's Registration Procedure

In order to finalize the Vessel's Registration and jointly approve the SSSP, the Operator may organize a ship/shore interface meeting with the Vessel's Ship Owner (meeting at the Terminal or conference call according to Operator's requirements) prior to the first Call of the Vessel.

During the pre-transfer meeting before the Cargo Transfer of each Call of the Vessel at the Terminal, the SSSP is reviewed, updated where necessary and jointly approved by the designated representatives of the Operator and of the Ship Owner. SSSP's prescriptions are implemented throughout the Call.

The SSSP is updated by the Operator and by the Ship Owner, in particular:

- in case of modification of the information in the SSSP;
- after regulatory updates of the Ship-Shore Checklist by the Port Authorities;
- further to review of good practices related to operations issued by SIGTTO² or OCIMF³ for instance;
- at any time for safety reasons regarding the Vessel or the Terminal.

In case an agreement is not achieved between the Operator and the Ship Owner on the SSSP, the Registration status is not granted or is withdrawn by the Operator.

A safety drill may be organized with the Vessel when calling at the Terminal.

² Society of International Gas Tanker & Terminal Operators.

³ Oil Companies International Marine Forum.

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5 INFORMATION EXCHANGED REGARDING THE CALL

5-1 GÉNÉRAL

The following information shall be exchanged by email or any other agreed means, and shall give the name of the Vessel, the Cargo number, the date and time of the message.

All dates and times shall be given by using the Coordinated Universal Time (UTC).

LOCATION, DATE, CIRCUMSTANCES	ITEM	CONSIGNER(S)	CONSIGNEE(S)
During Registration Procedure and prior to the Call	SSSP	Operator and Ship Owner	Operator and Captain
Prior to the Call	Drawing up of a Declaration of Safety (DOS) if required	Operator and Captain	Operator and Captain
Prior to the Call	If any, organisation of a SIRE inspection on the initiative of the Operator: request for access of inspector(s) on board	Operator	Operator, Ship Owner and Shipper
At the latest 7 days before the start of the Window of Arrival, or at the beginning of sea passage at the Loading Port if the Vessel loads her Cargo less than 7 days before the start of the Window of Arrival	ETA Cargo characteristics giving quality, temperature, pressure, mass and volume of the Cargo, Loading Certificate if any, and forecasted value of these characteristics at the arrival at the Terminal	Shipper	Operator
At the latest 5 days before the start of the Window of Arrival	If any, requests for Specific Services related to the Vessel	Captain and Shipper	Operator
	If any, requests for Specific Services related to the Cargo not part of the Monthly Schedule, with the estimated duration for each operation	Shipper	Operator
7 days, 48 Hours, 24 Hours (« noon report ») & 6 Hours before the start of the Window of Arrival	Update of the Vessel position and of her ETA. Mean temperature of the LNG, mean temperature and pressure of the vapour phase in each tank of the Vessel. LNG volume in each tank.	Captain	Operator
24 Hours before the start of the Window of Arrival	Crew list Visitors list	Captain	Operator
At the pilot boarding station (PBS) or when anchored before the Call	Notice of Arrival	Captain	Operator
	Triggering berthing	Operator	Port Authorities

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LOCATION, DATE, CIRCUMSTANCES	ITEM	CONSIGNER(S)	CONSIGNEE(S)
At berth, before and during Cargo Transfer	SSSP , including Ship/Shore Checklist	Operator and Captain	Operator, Captain and Port Authorities
At berth, before and during Cargo Transfer	Operations Sheet (« <i>Time Sheet</i> »)	Operator and Captain	Operator and Captain

If necessary:

LOCATION, DATE, CIRCUMSTANCES	ITEM	CONSIGNER(S)	CONSIGNEE(S)
At sea in case of change in ETA, i.e. modification of the ETA vs. the latest sent to the Operator by the Captain during sea passage greater than: <ul style="list-style-type: none"> ▪ 3 Hours for ETAs given 7 days, 48 Hours and 24 Hours before arrival ▪ 1 Hour for an ETA given 6 Hours before arrival 	Updated position of the Vessel and her new ETA; reason for the change	Captain and Shipper	Operator
Anytime	Any event affecting the Shipper, the Vessel or the Operator, their equipment or a part of or all the Cargo that may affect the safety of operations or their smooth run	Operator, Shipper or Captain	Operator, Shipper and Captain
Anytime	Any other information missing or necessary to ensure the smooth operation of the Call	Operator, Shipper or Captain	Operator, Shipper and Captain

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5-2 NOTICE OF ARRIVAL / AVIS D'ARRIVÉE

NAVIRE / VESSEL

CARGAISON N° / CARGO #

DATE (JJ/MM/AA) / DATE (DD/MM/YY) :

HEURE / TIME (hh:mm) :

EMETTEUR (Navire) / FROM (Vessel) :

DESTINATAIRE / TO : Elengy - Terminal Méthanier de
Elengy - LNG Terminal of

COPIE / COPY TO : Elengy Scheduling Department

En accord avec l'article 3 « Conditions opérationnelles de Réception » des Procédures relatives aux Navires du Contrat, nous vous informons que le Navire :

- a franchi l'entrée du Port matérialisée par, et
- a été autorisé par les Autorités Portuaires à pénétrer dans le port, et
- est prêt à accoster au Terminal, le Capitaine ayant commandé les Services Portuaires nécessaires à la mise à quai.

Restrictions connues empêchant le Navire de d'effectuer le Transfert de Cargaison à l'intérieur de la Durée Normative du Séjour à Quai (à compléter le cas échéant par le Capitaine) :

In accordance with article 3 « Conditions for Reception » of the Ship-related Procedures of the Contract, we hereby inform you that the Vessel:

- *reached the entry of the Port materialized by line, and*
- *gathered from Port Authorities all necessary authorisations to enter the Port, and*
- *is ready to proceed to berth after the Captain has ordered all the Port Services required for berthing.*

Known restrictions preventing the Ship to proceed to the Cargo Transfer within the Normative Laytime (to be filled by the Captain if applicable):

Nous vous informons que les principales caractéristiques thermodynamiques pour chacune des cuves du Navire sont les suivantes. *We hereby inform you that the main thermodynamic characteristics are the followings for each tank of the Ship:*

N° cuve Tank #	Température moyenne du GNL LNG average temperature (°C)	Température de la phase gaz Gas phase temperature (°C)	Pression de la phase gaz Gas phase pressure (mbar abs)	Volume GNL LNG quantity (m ³ LNG)
1				
2				
3				
4				
5				
6				

Le Capitaine du Navire
Vessel Captain

Accusé de réception de l'Exploitant
Acknowledged for receipt only by Terminal Operator

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5-3 OPERATIONS SHEET (« TIME SHEET ») / RELEVÉ D'OPÉRATIONS

At the beginning of the Call, the Operator provides an Operations Sheet that includes at least the following items:

NAVIRE / VESSEL		DATE / DATE	
CARGAISON N° / CARGO #		ESCALE PRECEDENTE LAST PORT OF CALL	
ORDRE DU JOUR DE LA RÉUNION PRÉALABLE / PRE-TRANSFER MEETING AGENDA			
DESCRIPTION DE L'OPÉRATION / OPERATION DESCRIPTION		REMARQUES / COMMENTS	HEURE / TIME (hh:mm)
A	Avis d'Arrivée envoyé / <i>Notice of arrival sent</i>		
B	Pilote à bord / <i>Pilot on board</i>		
C	Bord à quai / <i>Side alongside</i>	Bâbord à quai / <i>Port side</i> <input type="checkbox"/> Tribord à Quai / <i>Starboard side</i> <input type="checkbox"/>	
D	1 ^{ère} amarre à terre / <i>First line ashore</i>		
E	Fin d'amarrage / <i>All fast</i>		
F	Accès à bord établi / <i>Ship/shore access fitted</i>		
G	Réunion préalable / <i>Pre-transfer meeting</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
H	Branchement liaison terre-Navire <i>Ship-shore link connected</i>	Liaison PYLE / <i>PYLE link</i> <input type="checkbox"/> Liaison Optique / <i>Optical link</i> <input type="checkbox"/>	
I	Test des communications / <i>Communication tests</i>		
J	Test de l'arrêt d'urgence Navire à chaud / <i>Warm ESD test</i>		
K	Bras de transfert connectés et utilisés <i>Transfer arms connected and used</i>		
L	Test d'étanchéité et purge <i>Tightness test and purging</i>	Oui / <i>YES</i> <input type="checkbox"/> Non / <i>NO</i> <input type="checkbox"/>	
M	<p>Les paramètres du transfert sont détaillés dans le Relevé d'Opérations pour chaque Escale, en fonction du Terminal, du Navire et des conditions opérationnelles ; il s'agit par exemple de la quantité à transférer, de la pression des cuves du Navire, des réservoirs du Terminal impliqués dans le transfert, du débit de mise en froid des bras, du débit des pompes, etc.</p> <p><i>The transfer parameters are detailed in the Time Sheet specific to each call, depending on the Terminal, of the Vessel and of the operational conditions, such as the quantity to be transferred, the Ship tank pressure, the Terminal tanks involved in the cargo transfer, the arms cooling down rate, the pump flow rate, etc.</i></p>		

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N	Reconnaissance initiale de Cargaison <i>Cargo initial gauging</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
O	Signature de la Liste de Contrôle Terre-Navire <i>Signature of the Ship-Shore Checklist</i>		
P	Mise en froid des collecteurs du Navire <i>Cooling down of deck piping</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
Q	Début de la mise en froid des bras <i>Starting of arms cooling down</i>		
R	Fin de la mise en froid des bras et début du transfert <i>Ending of arms cooling down and starting of LNG transfer</i>		

Visa réunion préalable / *Pre-transfer meeting validation*

Le Capitaine du Navire
Vessel Captain

L'Exploitant du Terminal
Terminal Operator

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ORDRE DU JOUR DE LA REUNION DE CLÔTURE / POST-TRANSFER MEETING AGENDA			
DESCRIPTION DE L'OPÉRATION / OPERATION DESCRIPTION		REMARQUES / COMMENTS	HEURE / TIME (hh:mm)
S	Pompes disponibles en service <i>Available pumps running</i>		
V	Début de la descente en débit <i>Start of ramp -down</i>		
W	Fin du transfert <i>End of LNG transfer</i>		
X	Vidange, purge et, le cas échéant, réchauffage des bras <i>Draining, purge and, if necessary, warming up of arms</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
Y	Reconnaissance finale de Cargaison <i>Cargo final gauging</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
Z	Fin de déconnexion des bras liquide <i>Liquid arms disconnected</i>		
AA	Fin de déconnexion du bras gaz <i>Vapour arm disconnected</i>		
BB	Appareillage programmé / <i>Sailing scheduled</i>		
CC	Avitaillement <i>Ship stores</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
DD	Soutage <i>Bunkering</i>	Début / <i>start</i>	
		Fin / <i>end</i>	
EE	Autres (début et fin) / <i>Others (start and end)</i> - -		
FF	Observations, en particulier : tout événement ayant eu un impact sur la durée du séjour à quai (début et fin) <i>Comments, in particular: any event impacting laytime (start and end)</i>		

Visa réunion de clôture / *Post-transfer meeting validation*

Le Capitaine du Navire
Vessel Captain

L'Exploitant du Terminal
Terminal Operator

6 GENERAL RULES FOR BUNKERING

The following rules apply for carrying out Bunkering operations during the Call.
The request for such operations shall be done by using the below form (see also article 3.6 of this appendix).

Bunkering of LNG Carriers – GENERAL RULES

Bunkering of LNG carriers alongside at the Terminal is permitted according to the following rules. These general rules aim to ensure safe and smooth bunkering operations, without interfering in any way with LNG commercial operations.

1. A formal request for bunkering shall be sent to the Terminal at least 5 days before the arrival of the vessel according to the attached request form. Bunkering request shall be confirmed by the Shipper (customer of the Terminal).
2. Bunkering request may be accepted by Elengy only if the ship arrives at the beginning of her allocated window of arrival.
3. It is the ship responsibility to obtain any other authorization from Port Authority.
4. Bunkering shall be performed within the laytime notified to the vessel. Laytime may be extended provided that the Shipper agrees in advance to pay call extension fees. Unscheduled last-minute laytime extension will be submitted to inflated laytime extension fees.
5. Bunkering operations shall never be rushed against safety.
6. Bunkering operations shall be carried out from a bunkering barge alongside the LNG carrier.
7. The vessel shall comply with all operational and safety procedures and other requirements from the Port Authority, the Terminal and any regulation in force, and shall implement all required safety means.
8. At any step of the call, bunkering may be allowed by the Terminal only if there is enough time to complete bunkering operations smoothly and safely within the allocated laytime, based on current progress of commercial operations and bunkering operations schedule provided by the vessel:
 - 8.a) Bunkering timing will be discussed during ship/shore pre-transfer meeting prior to LNG transfer operations, especially regarding consequences of any unexpected delay and as per agreement signed between parties prior to arrival. Bunker barge cast off time and LNG carrier departure schedule shall be agreed with Terminal during the meeting.
 - 8.b) Bunkering shall start once LNG transfer operations completed, and after green light is given by the Terminal and Port Authority. Bunkering barge may come alongside during draining/purging of transfer arms or during stores/provision handling, provided that the Terminal permission has been granted and sufficient staff is available onboard for performing simultaneous operations safely.
 - 8.c) Should the bunker barge still be alongside at scheduled LNG carrier unmooring time, then vessel departure shall be postponed and updated time of sailing shall be re-scheduled as soon as possible, whatever the option chosen by the Shipper in the request form.
9. At any time, the Terminal may decide to cancel a scheduled bunkering operation or to stop an ongoing bunkering operation for safety or operational reasons.
10. Any breach of the rules by the ship or her service providers shall lead to the permanent refusal by the Terminal of future bunkering operations for this LNG carrier.
11. In any case, the Shipper is strictly liable for bunkering operations. Elengy accepts no liability whatsoever for any damages and/or costs due to bunkering operations. Thus, the Shipper undertakes to indemnify Elengy against any potential damages and/or costs and against any claims by third parties due to bunkering operations.

LNG Terminal	LNG carrier	
	Vessel name:	IMO:
	Operator:	Charterer:
	Ship agency:	Contact (phone #):

1 Bunkering request *(to be filled by ship representative)*

LNG carrier ETA (day, time):	Ship representative name
Bunker supplier name: Bunker barge name:	Date
Type of bunker fuel: Quantity to be bunkered (MT): Overall estimated duration for bunkering (hours):	Signature & stamp
Ship representative comments:	

2 Elengy's agreement *(to be filled by Elengy)*

Berthing scheduled date (day, time):	Elengy representative name
Initial laytime without bunkering (hours): Estimated laytime extension for bunkering (hours):	Date
Bunkering request: <input type="checkbox"/> accepted <input type="checkbox"/> rejected	Signature & stamp
Elengy representative comments / conditions:	

3 Shipper's agreement *(to be filled by Terminal's customer)*

<input type="checkbox"/> Agrees with above schedule & bunkering conditions. <u>In case of unexpected delay</u> disturbing above schedule, following option shall apply: <input type="radio"/> No further laytime extension, bunkering quantity to be reduced within above schedule. <input type="radio"/> No further laytime extension, bunkering to be cancelled. <input type="radio"/> Further laytime extension to bunker a minimum of MT. <input type="radio"/> Further laytime extension within max. hours, quantity bunkered to be adapted consequently. <input type="checkbox"/> Does not agree with bunkering request & conditions. <i>If laytime extension, the Shipper shall bear additional fees according to Specific Services and shall have to face any consequences whatsoever (damages and/or costs) of laytime extension, including but not limited to, indemnify Elengy against any claims by third parties.</i>	Shipper representative name Date Signature & stamp
Shipper representative comments:	

Port Authority instructions in force and their updates (available on Port Authority website) but also, General Rules attached, are strictly applicable to bunkering operations.