

### ➤ WELCOME TO COMVEX MINERALS TERMINAL

This booklet contains general information about COMVEX MINERALS TERMINAL and specifics on how to complete your work safely and efficiently. Working at COMVEX MINERALS TERMINAL means: integrated concern for safety, environment and quality. With regard to the regulations in this booklet we rely on a close cooperation during your stay at our terminal.

### ➤ COMVEX MINERALS TERMINAL'S BASIC VALUES

#### ❖ Mission statement

- Specialized in dry bulk transshipment and storage believes in his own responsibility.

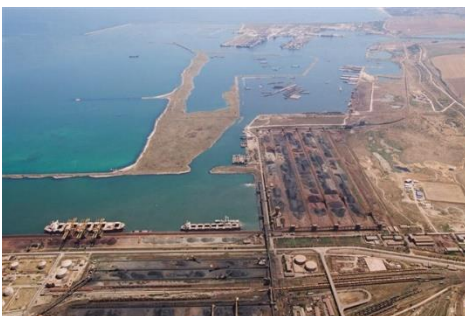
#### ❖ We will take care of:

- reliable dry bulk transshipment and storage;
- excellent relationships with clients and suppliers;
- safety for everyone on our premises;
- environment

### ➤ COMVEX MINERALS TERMINAL

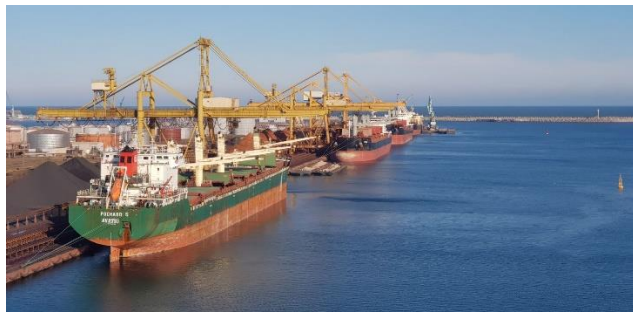
#### ❖ Capacity

Comvex Mineral Terminal offers discharge/ loading facilities of dry bulk cargoes. The whole terminal is connected by an internal conveyor belt system. Handling capacity, including discharge, loading and railcar handling, up to 20 mil tonnes per year.



#### ❖ Maritime unloading/ loading berths for sea-going vessels

- Quay length: 1,100 m
- Draft: 17.80 m berth 81 (L= 308 m)  
15.50 m berth 82 (L=292 m)  
13.00 m berth 83 (L=250 m)  
12.80 m berth 84 (L=250 m)
- Vessel size: up to 220,000 dwt
- Discharge equipment:
  - 2x 50 tf grab unloaders
  - 1X 52 tf grab unloader
  - Max. acceptable working wind speed: 20 m/s (warning at 18 m/s)
  - Beam outreach: 40 m
  - grabs capacities: 13.5 m<sup>3</sup> (ore); 35 m<sup>3</sup> (coal/coke)



- water density
  - September ÷ March: 1,005 ÷ 1,011 kg/m<sup>3</sup>
  - April ÷ August : 1,004 ÷ 1,009 kg/m<sup>3</sup>
- accommodation ladder
  - vessel's access ladder gangway will be landed direct on the quay
  - access ladder gangway has to be supervised continuously by a ship crew member and to be endowed with nets and twist life-buoys

#### ❖ Storage

- Ground storage: abt. 600,000 m<sup>2</sup> stockyard out of which 155,996 sqm are situated on the wharf (pre-stock area)
- Capacity: up to 3.5 mil mt (depending on product mix etc)
- Equipment: 4x 4,000 tph stacker-reclaimers  
Mobile equipment including high capacity front endloaders



❖ **Barge&Coaster loading berths 94÷96**

- Quay length: 600 m
- Draft: 5.50 m
- Loading equipment: 3x 2,000 tph units



❖ **Rates (avg.)**

- Unloading

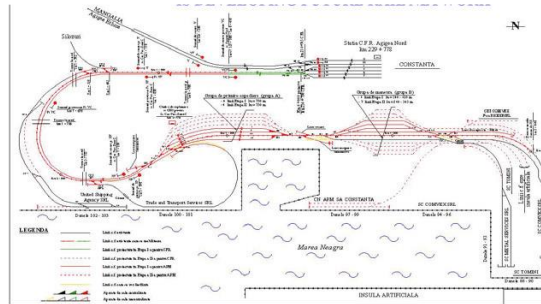
Cargo	Indicative unloading rate [mt/hr/unit]
	Shore crane berths 81 ÷ 84
iron ores	1,100 ÷ 1,300
coals/cokes	800 ÷ 1,000
bauxites	500 ÷ 700

- Loading

Cargo	Indicative loading rate [mt/hr/unit]	
	Shore cranes berths 81÷84	Belt loaders berths 94÷96
iron ore	800 ÷ 1,000	1,300 ÷ 1,500
coal/coke	500 ÷ 700	1,000 ÷ 1,200
bauxite	500 ÷ 600	800 ÷ 900

❖ **Rail car loading**

- |                        |                                 |                                 |
|------------------------|---------------------------------|---------------------------------|
|                        | <b>coal</b>                     | <b>iron ore</b>                 |
| ○ Loading rates up to: | 800 tph                         | 1,000 tph                       |
| ○ Weigh bunkers:       | 2x 30 to                        | 2x 30 to                        |
| ○ Rail car capacity:   | 80 to gross/ 57 to netto        | 80 to gross/ 57 to netto        |
| ○ Max. train capacity: | 2,750 to gross / 2,000 to netto | 2,750 to gross / 2,000 to netto |



## ❖ Unloading/ Loading procedures

### ○ Unloading

- the unloading operations are performed by grab shore gantry cranes (details above) according to the already agreed unloading plan
- the cargo is discharged out of the vessel's holds by grabs into the shore gantry crane hopper being taken over by 3 main belt conveyors and released in the storage area
- in same time the cargo can be discharged directly in the storage area behind the gantry cranes (pre-stock area)
- for vessels with max BEAM of 28 m the cargo can be discharged in direct transshipment to barge/vessel
- all vessels to be discharged must be "self-trimming". Terminal may refuse to discharge cargo that is out of reach of the grab or remains in the frames
- if the surface of the hold is not level, it will not be discharged entirely
- protruding bilge covers, which are mislaid during discharging, will not be returned
- for cleaning the holds will be used bucket front loaders and stevedores assumes a good shovelling; Please note that trimming of holds is done manually, with the help of wheel / tracked loaders using a vibrating plate when necessary
- for sweeping the holds (if necessary) please use vessel's crew members but without any delay in handling operations
- "Empty holds certificate" will be signed by both parties confirming that all cargo on board has been discharged, according to Draught Survey Report and no damage was reported by ship's representative



- **Loading**
  - alongside berths 81÷84 cargo is loaded by grab shore gantry cranes, from storage area behind the gantry cranes (pre-stock area)
  - alongside berths 81÷84, for vessels with max BEAM of 28 m, the cargo can be loaded in direct transshipment from barge/vessel
  - alongside berth 94÷96 cargo is loaded by belt conveyor loaders
  - all vessels to be loaded must be “self-trimming”
  - alongside berths 81÷84 cargo trimming will be performed only by the grabs
  - alongside berths 94÷96 cargo trimming will be performed only by mobile boom (extensible/retractable) of the belt loaders
  - “Full cargo letter” will be signed by both parties confirming that cargo on board was loaded according to Draught Survey Report and no damage was reported by ship’s representative
- ❖ **Cargo weight determination**
  - unloading equipment has installed an approximate weighing system only for the quantities discharged through the belt conveyors system
  - vessel’s draught is under permanent supervision according to the agreed discharging/ loading plan
  - based on ship’s particulars (ballast on board, tpi, tpc, etc.) at the end of each shift the discharged/ loaded quantity figures are adjusted (by both sides)
  - total/final quantities discharged/loaded will be calculated by an authorized and independent surveyor
- ❖ **Terminal working program**
  - **Convex Minerals Terminal works 24 hours per day, 7 days a week with the exception of the following official BIMCO Holidays:**
    - New Years Day (1<sup>st</sup> + 2<sup>nd</sup> January)
    - Epiphany (6<sup>th</sup> January)
    - St. John (7<sup>th</sup> January)
    - Union Day (24<sup>th</sup> January)
    - Good Friday
    - Easter Sunday and Easter Monday
    - Labour Day (1<sup>st</sup> May)
    - Children Day (1<sup>st</sup> June)
    - St. Mary (15 August)
    - St. Andrew (30<sup>th</sup> November)
    - National Day (1<sup>st</sup> December)
    - Ascension Day
    - 1<sup>st</sup> and 2<sup>nd</sup> Whitsuntide Day
    - 1st and 2nd Christmas Day (25th and 26th December)
  - **Works ends from 15.30 hours of the day preceding an official Holiday through to 07.30 hours of the day following an official holiday.**
- ❖ **Communication/ Contacts**
  - **Communication**
    - During operations, Terminal has appointed a foreman, who is in charge of all discharging and loading operations at Maritime berths.

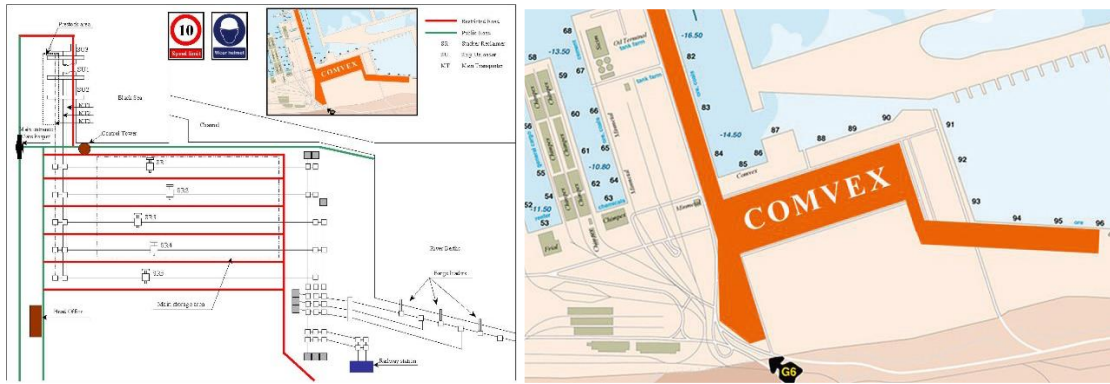
- Duty foreman (or the Shift Captain) is the Terminal Representative in accordance with the requirements of the International Maritime Organization's BLU Code and will be responsible for the communication about the discharge/loading plan and for completing the safety checklist together with the ship's officers.
- During loading and discharging operations, the duty foreman is responsible for the contact between the ship's officers and Terminal operational staff; he will listen to the instructions of the ship's officer and, when necessary, act on them.
- Contact personnel
  - shift captains (terminal representatives)
    - gsm +40 749 076620
  - foreman on duty
    - gsm +40 749 076623

#### ❖ Damages

- if terminal facilities are damaged by a vessel, she shall bear the liabilities irrespective of whether she is deliberate or as result of negligence, malfunction, bad weather, etc.
- any stevedore damage shall be notified to the Terminal Representative immediately or at least 1 hour before the end of each shift, i.e. 08:00/20:00 hrs.
- we advise you to check each cargo hold for any possible stevedoring damage, within 4 hours after the cargo hold is completed by stevedoring operations; we do not accept any charges for delay of your vessel when damage is not found and reported within max. 4 hours after completion of each cargo hold.

#### ❖ ISPS CODE

- COMVEX Minerals Terminal operates in accordance with the approved port facility security plan - STATEMENT OF COMPLIANCE OF A PORT FACILITY nos. 011÷012 / 12.07.2024 - issued under the provisions of Part B of the ISPS Code by NATIONAL COMPANY MARITIME PORTS ADMINISTRATION S.A. CONSTANTA on behalf of the Government of ROMANIA
- In compliance with the ISPS Code the following procedures must be followed:
  - Before visitors, like suppliers and repairmen, are allowed to enter the terminal to visit a vessel, the ship's representative (agent) must have provided the Port Facility Security Officer (PFSO) with a detailed list stating name of the visitor, date, time of arrival, kind and quantity of the goods, etc.
  - The ship's officer must provide the Port Facility Security Officer (PFSO) with a crew list. When the crew changes a new list must be given.
  - Any other agreements must be made between the Ship's Security Officer (SSO) and the PFSO.
  - PFSO contact:
    - Gsm: +40749076625
    - Email: [livia.onofrei@comvex.ro](mailto:livia.onofrei@comvex.ro); [mineral.logistics@comvex.ro](mailto:mineral.logistics@comvex.ro)



### ❖ Emergency procedures

- if emergencies occur at COMVEX Minerals Terminal, affecting vessels alongside Terminal quay, the ship's officers will be informed by Terminal Representative immediately. This also applies to cases when the terminal has to be cleared and people will be evacuated.
- if emergencies occur on board of the vessel affecting Terminal staff, equipment, quay or otherwise, Terminal should be immediately informed
- this also applies if an ambulance or other emergency assistance has been called for. Terminal staff may be able to assist.
- the emergency number when using a phone on our terminal is 112.