Oil Companies International Marine Forum (OCIMF)

A voluntary association of oil companies with an interest in the shipment and terminalling of crude oil, oil product, petrochemical and gas.

- 94 members in voluntary association
- Executive Committee directs standing committees and a full-time secretariat supporting the work of the Marine Forums
- OCIMF does not involve itself in commercial issues, including vetting, but restricts its activities to those issues affecting safety and environmental protection.
History

1967 Grounding of Torrey Canyon
1970 OCIMF formed
1975 First OCIMF guideline published (Ship to Ship Transfer Guide)
1977 Incorporated, granted consultative status at the International Maritime Organization (IMO)
1993 SIRE (Ship Inspection Report) launched
1998 50th publication released
2004 Tanker Management Self Assessment launched
2009 Embark on Offshore Vessel Inspection Database and Consolidated Marine Terminal Information System
6 objectives in fulfilling the OCIMF mission

**Standards**
To identify safety and environmental issues facing the oil tanker and terminal industries, and develop and publish recommended standards that will serve as technical benchmarks.

**Regulatory**
To contribute to the development of international conventions and regulations that enhance the safe construction and operation of oil tankers and terminals, working with the IMO and other regulatory bodies, both regional and national.

**Enforcement**
To encourage flag States, port States and classification societies in their enforcement of international conventions and regulations.

**Consultation**
To promote ratification and implementation of international compensation conventions.

**Promotion**
To actively promote OCIMF’s role in the development of safety and environmental guidelines and recommendations, harnessing the skills and experience of OCIMF members and holding industry events addressing the issues.

**Promulgation**
To facilitate access by charterers and authorities to data on tankers and Terminals relating to safety and pollution prevention, through the Ship Inspection Report (SIRE) Programme, the Tanker Management Self Assessment Programme (TMSA) and the Marine Terminal Information System (MTIS).
So, **what** is this OCIMF Marine Terminal Information System (MTIS)?

**Marine Terminal Information System Project**

Launched in late 2009

- Development is managed by the Terminal Policy Steering Group of the Ports and Terminals Committee
- OCIMF SIRE and TMSA programs have been successful in raising standards of tankers and their operation
- Concerns remain among OCIMF members regarding safety and operating standards at some terminals and the associated risks

**Goal:**

- Raise standards at marine terminals for safer berths and ship/shore interfacing.
MTIS is aimed at ensuring that ALL marine terminals worldwide reach common high standards of safety and environmental protection.
Why the Marine Terminal Information System (MTIS)?

- Drive higher safety standards
- Facilitate better matching of terminals and vessels
- Improve dissemination of terminal particulars
- Provide a process of self assessment and review
- Provide better trained and motivated staff.
Develop a consolidated Marine Terminal Information System incorporating:

- Marine Terminal Particular Questionnaire
- Marine Terminal Management & Self Assessment
- Marine Terminal Operator Competency and Training System
- Marine Terminal Assessor Programme
MARINE TERMINAL INFORMATION SYSTEM (MTIS)

Marine Terminal Particulars Questionnaire (MTPQ)
A comprehensive database of terminal particulars using structures, quantitative data

Marine Terminal Management Self Assessment System (MTMSA)
Best practice guidance and key performance indicators against which terminal operators can assess the effectiveness of their management processes and systems for terminal and berth operations

Marine Terminal Operator Competency and Training System (MTOCT)
Will identify and promote key competencies and knowledge requirements, together with verification processes, to assist terminal operators to develop best practice training programmes

Marine Terminal Assessor Programme (MTAP)
Will provide confidence that staff used to conduct MTMSAs are suitably qualified
MTIS, then, is a consolidated safety system embracing the physical properties of the terminals, management systems and operator training.
Welcome to MTIS

The OCIMF Marine Terminal Information System (MTIS) is a new system that is being produced under the guidance of OCIMF on behalf of its members. MTIS is a strictly voluntary programme, run by OCIMF for the benefit of its members and to protect the marine environment.

The MTIS aims to ensure that all marine terminals worldwide reach common high standards of safety and environmental protection. This programme includes the development of a consolidated safety system embracing the physical properties of the terminals, management systems and operator training.

Announcements

3 October 2011: MTPQ LIVE
OCIMF’s Marine Terminal Particular Questionnaire is now live.
Click here to login.

MTIS promotional slideshow LIVE
OCIMF’s MTIS promotional slideshow is now available.
Click here to open the slideshow.

Marine Terminal Particulars Questionnaire

The ultimate aim is to compile a comprehensive database of relevant information for all the world’s 10,000+ terminals – from the hardware available, to berth measurements and transfer rates. The Marine Terminal Particulars Questionnaire (MTPQ) was developed to collect this information in a common format using consistent units of measurement. By comparing the information generated by the MTPQ with SHIP data, vessel programmers, schedulers and operators will be better able to assess the compatibility of ships and terminals and ensure safe operation and environmental protection.
OCIMF Marine Terminal Information System (MTIS)

Raising marine terminals standards worldwide: the OCIMF Marine Terminals Information System (MTIS)
MTIS Marine Terminal Particulars Questionnaire (MTPQ)

• Development of Marine Terminal Particular Questionnaire commenced in Nov 2009
• Marine Terminal Particular Questionnaire went live on Oct 3rd, 2011.

Objective
Provision of accurate and comprehensive terminal information as an essential element in ensuring the compatibility of ships and terminals, the safety of operations and the protection of the environment

• Expected outcome of MTPQ is an accurate repository of marine particulars data
• Data needed for assessing suitability of the ship/shore interface
The ultimate aim is to compile a comprehensive database of relevant information for all the world’s 10,000+ terminals - from the hardware available to berth measurements and transfer rates.
Benefits of MTPQ and MTPQ Database

• Provide a standard format for the collection of information that can be shared with terminal users

• Improved effectiveness and efficiency, with better dissemination of terminal information

• Improved operational efficiency through better matching of terminals and tankers

• MTPQ is provided with help and guidance to standardise the information being collected

• Information will be available to the terminal in a format that will be suited for onward transmission

• Terminal will have provision through Terminal Particular Questionnaire system to attached terminal information, for example, terminal information booklets
Information will be available to the terminal in a format that will be suited for onward transmission
MTPQ Guidance

Marine Terminal Particulars Questionnaire (MTPQ) Guidelines

CONTENTS

1. Introduction
2. Glossary
3. Technical/Marine Guidelines
4. Plans and Diagrams
5. MTPQ Section 16 Supplementary Information Guidelines
### Marine Terminal Particulars Questionnaire (MTPQ) Guidelines

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mercaptan</td>
<td>A group of naturally occurring, sulphur containing, organic chemicals, present in some crude oils, condensates and gasoline cargoes. They have a strong odour and are sometimes used to give LPG cargoes their distinctive smell. Initial effects on people are similar to those of Hydrogen Sulphide.</td>
</tr>
<tr>
<td>Messenger</td>
<td>A small diameter rope, typically up to 40mm, used to heave the end of a heavier line such as a mooring rope to a securing point such as a shore hook or ship's bollard.</td>
</tr>
<tr>
<td>Minimum breaking load</td>
<td>The minimum load at which a rope or wire breaks when tested to destruction.</td>
</tr>
<tr>
<td>Minimum vertical clearance</td>
<td>The smallest vertical distance measured from Highest Astronomical Tide or similar datum to the underside of a bridge, span or overhead cable.</td>
</tr>
<tr>
<td>Mooring craft</td>
<td>Small craft used to assist in transferring mooring lines from vessel to shore during berthing.</td>
</tr>
<tr>
<td>Mooring equipment guidelines</td>
<td>Guidelines produced by the Oil Companies International Marine Forum the number size and operating parameters of mooring equipment fitted to ships.</td>
</tr>
<tr>
<td>Mooring tails</td>
<td>A length of synthetic rope fitted between end of mooring lines and shore to provide increased elasticity to the mooring arrangements thus reducing dynamic loads on mooring lines.</td>
</tr>
<tr>
<td>MPM</td>
<td>Multi Point Mooring.</td>
</tr>
<tr>
<td>National Geodetic Vertical Datum</td>
<td>The vertical control datum established in 1929 for surveying in the United States of America. It has since been replaced by the North American Vertical Datum of 1988 (NAVD 88).</td>
</tr>
<tr>
<td>Negative tidal surge</td>
<td>The reduction in predicted tidal height due to abnormal weather conditions.</td>
</tr>
<tr>
<td>Normal Amsterdam Peil</td>
<td>Also known as &quot;Amsterdam Ordnance Datum&quot; is a vertical datum in use in large parts of Western Europe.</td>
</tr>
<tr>
<td>Normal ballast condition</td>
<td>Designed ballast condition for vessel in normal weather conditions.</td>
</tr>
<tr>
<td>Over-the-tide operations</td>
<td>A procedure which utilises tidal changes in water depth to either finish loading of a ship to its full draft as the water depth increases toward high tide, or to discharge cargo to lighten a ship before a low tide level is reached, thus maintaining the vessel &quot;always afloat&quot;.</td>
</tr>
<tr>
<td>Parallel body length</td>
<td>Measurement at waterline of the flat side of vessel.</td>
</tr>
<tr>
<td>PERC</td>
<td>Powered emergency release couplings.</td>
</tr>
<tr>
<td>Pilotage</td>
<td>Passage from open sea to terminal or berth where ships' crews are assisted by a local pilot to ensure safety of navigation.</td>
</tr>
<tr>
<td>PLEM</td>
<td>Pipe Line End Manifold.</td>
</tr>
<tr>
<td>Port Authority</td>
<td>Organisation which has management authority and control of a port.</td>
</tr>
<tr>
<td>Port Facility Security Officer</td>
<td>Nominated person responsible for terminal's compliance with ISPS code.</td>
</tr>
</tbody>
</table>
## Technical/Marine Guidelines for Terminal and Berth Particulars

<table>
<thead>
<tr>
<th>No</th>
<th>Data Item</th>
<th>Guidance Notes / Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Terminal Details</td>
<td>General</td>
</tr>
<tr>
<td>1.1</td>
<td>Date This TPQ document was completed/updated.</td>
<td></td>
</tr>
<tr>
<td>1.2</td>
<td>Specify Units Used</td>
<td>State whether Metres and Metric Tonnes or Feet and Long Tons.</td>
</tr>
<tr>
<td>2</td>
<td>Terminal Details</td>
<td>Port Details</td>
</tr>
<tr>
<td>2.1</td>
<td>Port Name</td>
<td>Predictive Text Facility provided</td>
</tr>
<tr>
<td>2.2</td>
<td>UNLOCODE</td>
<td>Click here for details of the UN Locode system.</td>
</tr>
<tr>
<td>2.4</td>
<td>Country</td>
<td>Predictive Text Facility provided</td>
</tr>
<tr>
<td>2.4</td>
<td>Country</td>
<td>Predictive Text Facility provided</td>
</tr>
<tr>
<td>2.5</td>
<td>Latitude and Longitude of Port</td>
<td>In degrees, minutes and seconds</td>
</tr>
<tr>
<td>2.6</td>
<td>Is this location affected by ice?</td>
<td>If 'Yes', Berth section 15 to be completed</td>
</tr>
<tr>
<td>2.7</td>
<td>Name of port authority</td>
<td></td>
</tr>
<tr>
<td>2.8</td>
<td>Port authority contact name and title</td>
<td>Facility provided to copy &quot;Full Style Contact Address&quot; details from other entities as shown below.</td>
</tr>
<tr>
<td>3</td>
<td>Terminal Details</td>
<td>Terminal Details</td>
</tr>
<tr>
<td>3.1</td>
<td>Terminal Name</td>
<td></td>
</tr>
<tr>
<td>3.2</td>
<td>Terminal owner</td>
<td></td>
</tr>
<tr>
<td>3.3</td>
<td>Name of first point of contact for terminal owner</td>
<td></td>
</tr>
</tbody>
</table>
Common Reference System for Terminal and Vessel

Terminal Particulars Questionnaire (TPQ)
Introduction & Guidelines

Berth Plan

Key
- Fender Panel
- Mooring Hook or Bollard

y = Negative from Target Point (+ve)
y = Positive from Target Point (+ve)

X = Positive from Fender Face (+ve)
X = Negative from Fender Face (-ve)

Fender Face or Berthing Line

Target Point
Common Reference System for Terminal and Vessel

For SBM / SPM Berths the Target Point should be located at the ship’s fairlead through which the SBM / SPM Mooring Chain and Hawser is deployed.

Berth Elevation

Key to symbols:
- Mooring Hook or bollard
- Fender Panel

Datum = Water Level at zero datum

Height of fender above zero water level datum

Jetty Main Deck Level

Positive (+ve)

(by applying Gauss)

Height of fender above zero water level datum
# Terminal Particulars Questionnaire

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Terminal</td>
<td></td>
</tr>
<tr>
<td>Port</td>
<td></td>
</tr>
<tr>
<td>Port authority</td>
<td></td>
</tr>
<tr>
<td>Last updated</td>
<td></td>
</tr>
</tbody>
</table>
MTPQ Reports Available On Line to Registered Users

<table>
<thead>
<tr>
<th>Terminal Name</th>
<th>Port</th>
<th># Berths</th>
<th>Date MTPQ Last Updated</th>
<th>Complete Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Phillips 66 Alliance</td>
<td>PORT OF NEW ORLEANS</td>
<td>4</td>
<td>10 May 2012 16:33</td>
<td>75.50%</td>
</tr>
<tr>
<td>Phillips 66 Bantry Bay Terminal</td>
<td>Bantry Bay</td>
<td>2</td>
<td>10 May 2012 16:43</td>
<td>56.00%</td>
</tr>
<tr>
<td>Phillips 66 Bayway Refinery</td>
<td>New York</td>
<td>5</td>
<td>10 May 2012 16:44</td>
<td>86.50%</td>
</tr>
<tr>
<td>Phillips 66 Clifton Ridge Marine Terminal</td>
<td>Lake Charles, LA</td>
<td></td>
<td>10 May 2012 16:45</td>
<td>80.50%</td>
</tr>
<tr>
<td>Phillips 66 Ferndale</td>
<td>Ferndale</td>
<td>2</td>
<td>10 May 2012 16:45</td>
<td>72.00%</td>
</tr>
<tr>
<td>Phillips 66 Freeport 1</td>
<td>PORT OF FREEPORT</td>
<td>4</td>
<td>10 May 2012 16:46</td>
<td>84.50%</td>
</tr>
<tr>
<td>Phillips 66 Hartford Marine Terminal</td>
<td>Hartford Illinois</td>
<td>1</td>
<td>10 May 2012 16:36</td>
<td>68.50%</td>
</tr>
<tr>
<td>Phillips 66 Los Angeles Refinery</td>
<td>'Los Angeles, California'</td>
<td>2</td>
<td>10 May 2012 16:47</td>
<td>79.50%</td>
</tr>
<tr>
<td>Phillips 66 Portland</td>
<td>Portland, Oregon</td>
<td>2</td>
<td>10 May 2012 16:47</td>
<td>74.50%</td>
</tr>
<tr>
<td>Phillips 66 Richmond</td>
<td>Richmond, San Francisco CA</td>
<td>3</td>
<td>10 May 2012 16:48</td>
<td>84.00%</td>
</tr>
</tbody>
</table>
MTPQ = improved operational efficiency and safety through better matching of terminals and vessels
MTMSA

To provide best practice and key performance indicators against which terminal operators can assess the effectiveness of their management processes and systems for terminal and berth operations.

- Similar in concept and format to TMSA
- Will replace the existing OCIMF Marine Terminal Baseline Criteria
- Best Practice and Key Performance Indicators
- Allow Terminal Operators to Assess the effectiveness of their management systems for Terminal and Berth operations and ship to shore interface
MTIS Marine Terminal Management & Self Assessment (MTMSA)

- Work involved revision OCIMF Marine Terminal Baseline Criteria publication under a new format based on TMSA assessment format
- MTMSA replaces Marine Terminal Baseline Criteria
Benefits of Marine Terminal Management & Self Assessment:

→ Document will assist terminal operators to assess the effectiveness of their management system including ship/shore interface activity.

→ The process will encourage terminal operators to assess the performance of the management system by means of Key Performance Indicators (KPIs).

→ Terminal operators can use their assessment results to develop a plan to promote continuous improvement on safety and environmental performance.
MTMSA Background

Superseded the OCIMF *Marine Terminal Survey Guidelines (Chemical, Gas and Oil Terminals)* published in 1983

46 Baseline Criteria each with guidance, key and guidance questions

1.0 Management and Organisation  
2.0 Port Operations  
3.0 Terminal Layout/Physical Considerations  
4.0 Ship/Shore Interface  
5.0 Cargo Transfer  
6.0 Safety, Health and Fire Protection  
7.0 Environmental Protection  
8.0 Emergency Preparedness  
9.0 Maintenance

Additional Questionnaires include  
Jetty Site Visit Check-list
MTMSA Background

Many of OCIMF's members are contributing to the Steering Group and Working Groups that are developing the OCIMF Marine Terminal System.

The OCIMF Marine Terminal System.
MTMSA Background

OCIMF Tanker Management and Self Assessment (TMSA)

• publication and program introduced in 2004

• tool for ship operators to measure and improve their safety and environmental management, reduce risks

• encourages assessment of management systems against listed KPIs
  - best practices provide guidance to achieve KPIs
  - 21 elements, 245 KPIs

• method for distribution of data where ship operator retains control
OCIMF Marine Terminal Management and Self Assessment (MTMSA)

- publication and program introduction in 2012
- standardized tool for global application
- assist terminal operators in assessing the effectiveness of management systems
  - berth operations
  - management of the ship/shore interface
- provides tool to risk assess, measure trends, manage resources, reduce risks, drive continuous improvement
- encourages assessment of management systems against listed KPIs
  - best practices provide guidance to achieve KPIs
  - 17 elements, 245 KPIs
- data distribution method where terminal operator retains control
Continuous Improvement
Plan
Act
Measure
Improve

Measurement Process
KPIs
BPG

Self Assessment Process

Reporting
Completed annually or with significant changes
Submission to OCIMF identifying OCIMF member companies that can receive the report
MTMSA will assist terminal operators assess the effectiveness and continuous improvement of their management system including ship/shore interface activity.