

**ASYAPORT LIMAN INC.
DANGEROUS CARGO HANDLING GUIDE**

COASTAL FACILITY PHOTO



**NAME SURNAME: BESİM DÖNMEZ
(FACILITY AUTHORITY)
SIGNATURE
SEAL**



DANGEROUS CARGO HANDLING GUIDE

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REVISION EXPLANATION

Sequene No.	Revision Number	Content of the Revision	Revision date	Revision Maker	
				Name and surname	signature
1	01	Dangerous Goods Safety Advisor information of the facility has been added.	03.05.2018	Mehmet Akif GEZ	
2	01	The types of Dangerous Goods handled at the facility have been updated.	03.05.2018	Mehmet Akif GEZ	
3	01	Load handling equipment and capacities have been updated.	03.05.2018	Mehmet Akif GEZ	
4	01	The types of Dangerous Goods handled at the facility have been updated.	03.05.2018	Mehmet Akif GEZ	
5	01	Studies on the Loading/Discharging, Handling and Storage activities of Dangerous Goods Handled and Temporarily Stored at the Coastal Facility have been updated.	03.05.2018	Mehmet Akif GEZ	
6	01	Additions have been made to the Loading/Discharging, Handling and Storage section of the IMDG Code Scope.	03.05.2018	Mehmet Akif GEZ	
7	01	The Duties and Responsibilities of the Dangerous Goods Safety Advisor have been updated.	03.05.2018	Mehmet Akif GEZ	
8	01	If it is not possible to store Dangerous Goods in the area where they are unloaded at the pier or quay, an update has been made in the section of transporting the cargo out of the coastal facility as soon as possible without waiting in the port area.	03.05.2018	Mehmet Akif GEZ	
9	01	The date of the Regulation on Training and Authorization within the Scope of the International Code for Dangerous Goods Transported by Sea has been updated.	03.05.2018	Mehmet Akif GEZ	
10	01	The Rules Regarding Dangerous	03.05.2018	Mehmet Akif	

		Goods Operations have been updated.		GEZ	
11	01	Instead of the concept of Material Safety Data Sheet (MSDS), the concept of Safety Data Sheet (SDS) is used.	03.05.2018	Mehmet Akif GEZ	
12	01	It has been added that the Cold and Hot works in the Ships Carrying Dangerous Goods in the Port will be carried out in accordance with the Hot Work Permits Procedure in the works to be done with Dangerous Goods.	03.05.2018	Mehmet Akif GEZ	
13	02	It was revised by leaving the Document Operations Department and being recorded under the Planning Department with the RH document code.	15.04.2021	Mehmet Akif GEZ	
14	02	Contact information and contacts have been updated.	15.04.2021	Mehmet Akif GEZ	
15	02	Equipment numbers have been updated.	15.04.2021	Mehmet Akif GEZ	
16	02	The numbers of the documents cited in the document content have been updated and revisions have been made in the relevant documents accordingly.	15.04.2021	Mehmet Akif GEZ	
17	02	Class 6.2 infectious loads are added to the 1.2.	15.04.2021	Mehmet Akif GEZ	
18	02	Expansion of IMDG Sites and 3E, 3F have been added to Article 3 Rules and Measures to be Followed/Applied by the Coastal Facility.	15.04.2021	Mehmet Akif GEZ	
19	03	“Stacking bays numbered 1-45 of RTG Blocks 3C, 3D, 3E and 3F are designated as storage areas” load 14.added to the page.	04.11.2021	Mehmet Akif GEZ	
20		The name of the Dangerous Goods Handling Guide has been changed to the Dangerous Goods Handling Guide.	11.10.2022	Mehmet Akif GEZ	
21		Our Dangerous Goods Safety Advisor Göktuğ Çalışkan has been	11.10.2022	Mehmet Akif GEZ	

		added and his contact information has been updated.			
22		The types of ships that can berth at the facility have been updated according to the Port Operation Permit.	11.10.2022	Mehmet Akif GEZ	
23		Updated as Facility Manager Besim Dönmez.	11.10.2022	Mehmet Akif GEZ	
24		The largest ship tonnage that can berth at the main quay has been updated as 240000 dwt.	11.10.2022	Mehmet Akif GEZ	
25		The fumigation processes are explained.	11.10.2022	Mehmet Akif GEZ	
26		7.6 Documents related to the Quality Management system, 9.3 Closed Space Entry Measures are attached.	20.02.2023	Mehmet Akif GEZ	
27		Content update	17.04.2023	Mehmet Akif GEZ	
28		Dangerous Goods Materials Consulting Contact Information Update.	23.05.2024	Mehmet Akif GEZ	
29		Dangerous Goods Materials Consulting Contact Information Update.	21.04.2025	Mehmet Akif GEZ	
30	4	DCHG has been completely revised within the framework of the guide.	21.04.2026	Savaş DÜZGÜN	

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- 19- Dangerous Goods Handling Guide Additional Load Declaration (If required)

Abbreviations

IMO: International Maritime Organization

IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Chemicals in Bulk,

IGC Code: International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk,

IMDG Code: International Code for Dangerous Goods Carried by Sea,

IMSBC Code: International Maritime Code for Solid Bulk Cargoes,

ISPS Code: International Ship and Port Facility Security Code,

SOLAS: International Convention for the Safety of Life at Sea,

MARPOL: International Convention for the Prevention of Pollution from Ships,

BLU Code: Code of Practice for the Safe Loading and Unloading of Bulk Carriers,

Definitions

a) Packaging: The transport container in which the dangerous cargo is placed, as defined in Section 6 of the IMDG Code,

b) Ministry: Ministry of Transport and Infrastructure,

c) BLU Code: Code of Practice for the Safe Loading and Unloading of Bulk Carriers Code of Practice for Loading and Unloading,

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- c) Bulk cargo: Solid, liquid and gaseous substances that are part of the ship's structure or located in a tank or hold permanently fixed inside or on the ship, and intended to be transported without direct containment.
- d) Fumigation: The process of introducing a specific amount of a gaseous fumigant into a closed environment at a specific temperature and keeping it in the environment for a specific period of time in order to destroy harmful organisms,
- e) Ship: Ships that fall within the scope of legislation or international agreements to which we are a party,
- f) Ship's owner: The owner, operator, charterer, captain or agents, and natural or legal persons authorized to represent the owner,
- g) IBC Code: International Code for the Construction and Equipment of Ships Carrying Dangerous Goods in Bulk,
- ğ) IGC Code: International Code for the Construction and Equipment of Ships Carrying Liquefied Gases in Bulk,
- h) IMDG Code: International Code for Dangerous Goods Carried by Sea,
- ı) IMO: International Maritime Organization,
- i) IMSBC Code: International Maritime Code for Bulk Solid Cargoes,
- j) ISPS Code: International Ship and Port Facility Security Code,
- k) Administration: General Directorate of Maritime Affairs Directorate,
- l) Coastal facility: A port, quay, pier, berth, fuel, liquefied gas or chemical pipeline buoy or platform, including storage areas, where ships or marine vessels can safely load, unload or berth cargo,
- m) Container: Cargo carrying equipment that has a certificate conforming to the standards valid under the International Convention on Safe Containers (CSC Convention),
- n) MARPOL: International Convention for the Prevention of Pollution from Ships,
- o) Moisture content (MC): The amount of water, ice or other liquids in a bulk solid cargo sample expressed as a percentage of the total liquid mass,
- ö) SOLAS: International Convention for the Safety of Life at Sea,
- p) Maximum Transportable Moisture (MML): The maximum amount of moisture that a liquefiable solid bulk cargo may contain in a vessel not having the characteristics specified in IMSBC Code Part 7.3.2, so as not to impede its safe transport,
- r) Carrier: The actual carrier, broker, ship owner, transport organizer, transport commission agent, ship agent, and natural and legal persons who receive, submit, or accept offers for the carriage of any type of dangerous cargo on their own behalf or on behalf of third parties, and who carry out the carriage of dangerous cargo by sea as well as by road or rail within the scope of combined transport,
- s) Dangerous cargo:
- 1) Petroleum and petroleum products as defined in Annex I, Appendix 1 of the International Convention for the Prevention of Pollution from Ships (MARPOL) 73/78,
 - 2) Packaged substances and materials transported as defined in Section 3 of the IMDG Code,
 - 3) Bulk cargoes with the designation "B" and "A and B" in the group box of the characteristic table of the cargoes given in Annex 1 of the IMSBC Code,
 - 4) Liquid substances with the designation "S" or "S/P" in column "d" under the heading "hazards" in the table given in Section 17 of the IBC Code,
 - 5) Gaseous substances as defined in Section 19 of the IGC Code,
- ş) DGSA: Dangerous goods safety consultants authorized by the Ministry,
- t) TYUB: The Coastal Facility Dangerous Goods Compliance Certificate issued by the Administration and required to be obtained by coastal facilities handling packaged or bulk dangerous goods,
- u) Loading security: The safe securing and stowage of the cargo unit or cargo loaded into the ship's hold or on the ship's deck, and the safe securing and stowage of the cargo to be loaded onto the cargo unit,
- ü) Shipper: The natural or legal person specified as "shipper" in the bill of lading, sea waybill or multimodal transport document, and the natural or legal person with whom a transport contract is made with a maritime transport company on their behalf or in their name,
- v) Cargo agent: The sender, consignee, representative or transport organizer of the dangerous goods,
- y) Cargo Transport Unit (CTU): Refers to road trailers, semi-trailers and tankers, portable tanks and multi-element gas containers, railway wagons and tank wagons, containers and tank containers, designed and manufactured for the carriage of packaged or bulk dangerous goods.

1. INTRODUCTION

1.1. Facility Information Form

1	Facility operator name/title	ASYAPORT LIMAN INC.		
2	Facility Operator's Contact Information (address, telephone, fax, e-mail and web page)	Barbaros Mah. Denizciler Sok. No:12 Suleymanpasa / TEKIRDAG Phone:0 282 273 27 92 Fax:0 282 273 19 29 info@asyaport.com www.asyaport.com (URL Link60)		
3	Facility Name	ASYAPORT		
4	City where the facility is located	Tekirdag		
5	Contact Information of the facility (address, telephone, fax, e-mail and web page)	Barbaros Mah. Denizciler Sok. No:12 Suleymanpasa / TEKIRDAG Phone:0 282 273 27 92 Fax:0 282 273 19 29 info@asyaport.com www.asyaport.com (URL Link61)		
6	Geographical Region of the Facility	Marmara Region		
7	Regional Port Authority and Contact Details of the Facility	Tekirdag Regional Port Authority Phone:0 282 261 20 25 Fax:0 282 262 91 62 tekirdag.liman@udhb.gov.tr		
8	The Municipality to which the Facility is Affiliated and its Contact Details	Tekirdag Suleymanpasa Municipality Ortacami Mah.NamikKemalCd.No:14 Suleymanpasa/Tekirdag Phone:0 850 450 59 59 ozelkalem@suleymanpasa.bel.tr		
9	Free of Facility Name of the Region or Organized Industrial Zone	-		
10	Coastal FacilityOperation Validity date of Permit/Temporary Business Permit	11/05/2025		
11	Activity Status of the Facility (X)	Own load and additional 3rd Party (.....)	own burden (.....)	3rd Party (x)
12	Name of Facility Manager and Surname,Contact Details (phone, fax, e-mail)	BESİM DÖNMEZ Phone:0 282 273 27 92 Fax:0 282 273 19 29 bdonmez@asyaport.com		
13	Name and Surname of Dangerous Goods Operations Responsible of the Facility, Contact Details (phone, fax, e-mail)	Erdoğan Alpay AVAN Phone:0 536 863 20 98 Fax:0 282 273 19 29 eavan@asyaport.com		

14	Name of facility's Hazardous Goods Safety Advisor and surname, contact details (phone, fax, e-mail)	Savaş DÜZGÜN 90507 961 56 55 savas.duzgun@atlastmgd.com.tr
	Marine Coordinates of the Facility	40° 54' 00"N;27° 28' 00" E
16	Types of dangerous goods handled at the facility (loads within the scope of MARPOL Annex-I, IMDG Code, Grain Code, TDC Code, asphalt/bitumen and scrap loads)	Cargoes within the scope of IMDG Code and wastes within the scope of MARPOL ANNEX-I
17	Dangerous goods handled at the facility (loads other than IMDG Code, among the cargo types in 16th article, will be written separately. Additional cargo request will be submitted to the Regional Port Authority with Annex-1 form. It will be added to TYER when appropriate)	Within the scope of the IMSBC Code, Solid Bulk Cargoes (Ammonium nitrate-based fertilizers) will be handled with special permission in accordance with the Notification and Special Permit Directive on Dangerous Goods Transported by Sea, published with the Ministerial Decree dated April 12, 2019, and numbered 29486.
18	Classes for cargo handled, subject to IMDG Code	Class 2.1, Class 2.2, Class 2.3, Class 3 under IMDG Code, Class 4.1, Class 4.2, Class 4.3, Class 5.1, Class 5.2, Class 6.1, Class 8, Class 9
19	Subject to the IMSBC Code, the loads handled are classes	-
20	Types of ships that can approach the facility	Container Ship- General Cargo Ship-Bulk Carrier and Ro-Ro Ship
21	The main road distance of the facility (kilometer)	65 m
22	The distance of the facility to the railway (kilometers) or the railway connection (Yes/No)	6.3 km
23	Name of the nearest airport and the distance to the facility (kilometer)	Corlu Airport 60 km
24	Facility handling capacity (Ton/Year; TEU/Year; Vehicle/Year)	2.5 million TEU / Year

25	Whether scrap handling is done at the facility	No scrap handling		
26	Is there a border gate? (Yes No)	No		
27	Is it bonded weather? (Yes No)	Yes		
28	Cargo handling equipment and capacities	75 TT – Terminal Hammers (65 Tons) 11 STS - Rail Cranes (65 Tons) 30 pcs RTG – Tire Wheel Crane (45 Tons) 2 RST – Stacking Machines (45 Tons) 5 ECH – Empty Container Handling Machines (7 Tons)		
29	Storage tank capacity (m3)	--		
30	Open storage area (m2)	300 000 m2		
31	Semi-closed storage area (m2)	--		
32	Closed storage area (m2)	3350 m2		
33	Determined fumigation and/or de-fumigation area (m2)	It is determined by taking necessary precautions according to the number of containers to be fumigated and/or decontaminated.		
34	Guidance and trailer services provider name/title contact details	Asyaport Pilotage Services Inc.		
35	Has a Security Plan been created? (Yes No)	ISPS Code “Port Facility Security Plan” is available.		
36	Waste Reception Facility capacity (This section will be arranged separately according to the waste accepted by the facility)	Waste Type	Capacity (m3)	
		MARPOL ANNEX-I	Bilge Water	45 m3
			sludge	120 m3
			Waste oil	12 m3
		MARPOL ANNEX-IV	dirty water	10 m3
			MARPOL ANNEX-V	A.Plastic
		B. Food Wastes		5m3
		C.Domestic Waste		5 m3
		D. Cooking Oil		1 m3
		E. Incinerator ashes		1 m3
		I. Electronic Waste		1 m3
		F. Operational waste		2 m3
		J. Cargo Residues Not Harmful to the Marine Environment		1 m3
K. Residues of Cargo Harmful to the Marine Environment	1 m3			
MARPOL ANNEX-VI	Ozone depleting substances and equipment containing such substances	1 m3		
	Exhaust gas cleaning residues	24 m3		

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37	Dock/pier etc. properties of fields				
Dock / Pier No	Height (meter)	Width (meter)	Maximum water depth (meters)	Minimumwater depth (meters)	The largest ship tonnage and length to berth (DWT or GRT - meters)
1	135		13	3	DWT: 70000 M/T
2	330		13	13	DWT: 70000 M/T
3	135		18	13	DWT: 70000 M/T
4	1000		18	17	DWT:240000 M/T
5	315		18	8	DWT: 70000 M/T
6	95		8	6	DWT: 70000 M/T
Pipeline name (if available on site)			Number (pcs)	Length (meter)	Diameter (inch)

1.2. Loading/Discharging, Handling and Storage of Dangerous Goods Handled and Temporarily Stored at the Coastal Facility

“PR-PLN-005 Dangerous Goods Procedure” has been established in order to safely manage IMDG-coded cargoes that are handled, temporarily stored, stacked, loaded and unloaded within the port facility.

The evacuation of Class 1 explosive cargoes, Class 6.2 infectious cargoes and Class 7 radioactive dangerous cargoes in the port will be carried out as soffit with the special permission to be obtained from the Regional Port Authority. Stacking of these loads will be ensured by taking the necessary security measures in a predetermined limited area in cases of necessity.

Bulk oil and petroleum products are not loaded or unloaded outside the scope of the coastal operation permit. With the permission of the Regional Port Authority, oil-fueling and waste (solid-liquid) can be supplied to the ships.

The IGC (Liquefied Gas in Bulk) Code, IBC (Hazardous Chemicals in Bulk) Code and the bilge, sludge etc. wastes received from the ships are not handled subject to MARPOL ANNEX-1 at the port. Additional issues are explained in the 3rd part of this guide under the title of “Rules and Measures to be Followed/Applied by the Coastal Facility”.

1.3. Loading/Discharging, Handling and Storage of Cargoes within the Scope of IMDG Code

There are many loading/unloading, handling and storage procedures for the cargoes covered by the IMDG Code at the port facility. These procedures are explained in detail under the relevant headings in this guide. “PR-PLN-005 Dangerous Goods Procedure” and PR-PLN-006 Safe Handling of Packaged Dangerous Goods Procedure” are in use for dangerous goods handled and temporarily stored at the coastal facility. It is presented in the Appendices section.

1.4. Definitions and Abbreviations

IMDG Code: It is an accepted international guide for safe shipping and shipment of dangerous goods by sea.

Dangerous Cargo: Any solid, liquid and gas that can cause harm to humans, other living organisms, property or the environment.

Dangerous substance : Loads and preparations-compounds that have at least one of the characteristics of explosive, oxidizing, very flammable, easily flammable, flammable, very toxic, harmful, corrosive, irritating, sensitizing, carcinogenic, mutagen, toxic to reproductive system and dangerous for the environment.

IMO: International Maritime Organization

Classification: It is the distinction made by the International Maritime Organization, taking into account the chemical

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properties of Dangerous Goods.

UN Number:It is the standard four-digit number given by the United Nations (UN) to every load in the Dangerous Goods list in order to provide an easy way to identify Dangerous Goods instantly.

Proper Shipping Name (PSN):If an object or cargo is specifically listed by name, it is identified by the appropriate shipping name in the Dangerous Goods List during transport.

Hazard Label:It defines the label with letters, numbers and figures expressing the characteristics such as class, degree of danger and content of the loads in the packages used in dangerous cargo transportation.

Packing Group (PG):The packaging group provides information about the degree of danger of Dangerous Goods.The most risky cargoes are packed with the most durable packages and precautions are taken against possible risks.There are 3 types of packaging groups.

PG I:High Dangerous Cargo

PG II:Medium dangerous/Dangerous Cargo

PGIII:Less Dangerous Cargo

Danger Sign:It is the plate that must be kept on the container for information purposes according to the characteristics of the Dangerous Goods in the container.

Hazard Label:It is the label that must be kept on the package for the purpose of informing according to the characteristics of the Dangerous Goods in the package.

Safety Data Sheet (SDS):Hazardous chemicals;It is a document that contains detailed information about its properties, the safety measures to be taken according to the characteristics of the chemical in the workplaces where it is located, and the necessary information on the protection of the environment and human health from the negative effects of the chemical.

2. RESPONSIBILITIES

The coastal facility operator, cargo persons and ship captain are obliged to take all necessary measures to carry out the work and operations related to dangerous goods in a safe, secure and environmentally friendly manner, to prevent accidents and to minimize the damage in case of an accident.At the same time, it is the basic duty of all employees to comply with the PO-OPR-001 Accident Prevention Policy.The senior management team will review this policy on a regular basis as necessary.

In this context;

2.1. Responsibilities Of The Relevant Person Of Cargoes

The responsibilities of the sender, receiver, representative and freight forwarder of the dangerous cargo defined as the cargo related person in the Asyaport site are as follows:

- a) It prepares and has all mandatory documents, information and documents related to dangerous goods prepared and will ensure that these documents are present with the cargo during the transportation activity.
- b) It will ensure that the dangerous goods are classified, defined, packaged, marked, labeled and plated in accordance with the legislation.
- c) It will ensure that the dangerous goods are safely loaded, stacked, secured, transported and unloaded in the approved and legal packaging, container and cargo transport unit.
- d) It will ensure that all relevant personnel are trained on the risks of dangerous goods transported by sea, safety precautions, safe working, emergency measures, security and similar issues, and will keep training records.
- e) It will ensure that the necessary safety measures are taken for Dangerous Goods that do not comply with the rules, are unsafe or pose a risk to people or the environment.
- f) In case of emergency or accident, it will provide the necessary information and support to those concerned.
- g) It will notify the Ministry of dangerous cargo accidents occurring in its area of responsibility.

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h) It will present the information and documents requested in the controls made by the official authorities and ensure the necessary cooperation.

2.2. Responsibilities Of The Port Facility Operator

- a) Do not berth the ships carrying dangerous goods without the permission of the port authority.
- b) Provides written information within the scope of facility rules, cargo handling rules and relevant legislation to the ship that will dock at its facility.
- c) It does not handle dangerous goods for which it has not received a handling permit from the Administration, and it does not make the ships that will berth suffer by planning in this context.
- ç) Requests the mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are found with the cargo. In case the relevant documents, information and documents cannot be provided by the cargo person, it is not obliged to accept or handle the dangerous cargo at its facility.
- d) It carries out the loading or unloading operation according to the agreement to be reached by sharing all the data that may be required according to the characteristics of the cargo with the ship's person. The ship does not change the operation without the knowledge of the person concerned.
- e) It determines the working limits by taking into account the safe working capacity of the facility and the weather forecasts, takes the necessary measures for the ship to be safely moored at the pier and for handling.
- f) Controls the transport documents containing information that the dangerous goods coming to the facility are classified, packaged, marked, labeled, plated and loaded safely to the cargo transport unit.
- g) It ensures that the personnel involved in the handling of dangerous goods and the planning of this handling are certified by receiving the necessary training, and does not assign the personnel who do not have the documents in these operations.
- ğ) It ensures that the dangerous goods handling equipment in its facility is in working condition and that the relevant personnel are trained and documented regarding the use of these equipment.
- h) By taking occupational safety measures at the coastal facility, it ensures that the personnel use personal protective equipment suitable for the physical and chemical characteristics of the dangerous cargo.
- ı) Performs activities related to dangerous cargoes at piers, piers and warehouses established in accordance with these works.
- i) Equips the piers and piers reserved for ships that will load or unload dangerous liquid bulk cargoes with appropriate installations and equipment for this work.
- j) Keeps an up-to-date list of all dangerous cargoes on the ships berthed and in the closed and open areas of the facility and gives this information to the relevant persons upon request.
- k) It notifies the port authority of the instant risk posed by the dangerous goods it handles or temporarily stores in its facility and the measures it takes for it.
- l) Notifies the port authority of the accidents related to dangerous goods, including the accidents at the entrance to the closed areas.
- m) Provides the necessary support and cooperation in the controls and inspections carried out by the Administration and the port authority.
- n) It ensures that Class 1 (Class 1 Compatibility Group 1.4 S), Class 6.2 and Class 7 dangerous goods that are not allowed to be temporarily stored are transported out of the coastal facility as soon as possible, without waiting, and applies to the Administration for permission in cases where it is necessary to wait.
- o) Temporarily stores the cargo transport units in which dangerous goods are transported in accordance with the separation and stacking rules, and takes fire, environment and other safety measures in accordance with the class of the dangerous cargo in the storage area. It keeps fire extinguishing systems and first aid units ready for use at any time in the areas where dangerous cargoes are handled and makes the necessary controls periodically.
- ö) Gets permission from the port authority before the hot working works and operations to be carried out in the areas where dangerous goods are handled and temporarily stored.
- p) Prepares an emergency evacuation plan for the evacuation of ships from coastal facilities in case of emergency and

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submits it to the port authority and informs the relevant people about the plan approved by the port authority.

r) It ensures the internal loading of the cargo transport units in accordance with the loading safety rules in its facility.

2.3. Responsibilities of the Ship's Contact Person

a) It ensures that the cargo to be carried by the ship is documented as suitable for transportation and that the cargo holds, cargo tanks and cargo handling equipment are suitable for cargo transportation.

b) Requests all mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are present with the cargo during the transportation activity.

c) It ensures that the documents, information and documents required to be found on the ship regarding dangerous goods within the scope of legislation and international conventions are appropriate and up-to-date.

ç) Controls the transport documents containing information that the cargo transport units loaded on the ship are appropriately marked, plated and loaded safely.

d) Informs the relevant ship personnel on the risks of dangerous cargoes, safety procedures, safety and emergency measures, intervention methods and similar issues.

e) Keeps the up-to-date lists of all dangerous cargoes on board and declares them to the relevant parties upon request.

f) Ensures that the loading program, if any, is approved and documented and kept in working condition.

g) Notifies the port authority and the coastal facility about the instantaneous risk posed by the dangerous cargoes on the ship berthing to the coastal facility and the measures taken for it.

ğ) In case of leakage in the dangerous cargo or if there is such a possibility, it will not accept the dangerous cargo to be transported.

h) Notifies the port authority of the dangerous cargo accidents that occur on his ship while navigating or at the coastal facility.

ı) Provides the necessary support and cooperation in the controls and inspections carried out by the Administration and the port authority.

i) It does not accept to carry dangerous goods that are not included in the ship certificates issued by the relevant institutions and organizations.

j) It ensures that the people of the ship involved in the handling of dangerous goods use personal protective equipment suitable for the physical and chemical characteristics of the cargo during handling.

k) It provides the requirements regarding the loading safety of the loads loaded on its ships.

2.4. Dangerous Goods Safety Advisor' Responsibilities

Considering the activities within the port area, a Dangerous Goods Safety Advisor primarily performs the following duties:

a) To monitor compliance with the provisions of international agreements and contracts (IMDG Code etc.) in the transportation of Dangerous Goods.

b) To provide suggestions to the business regarding the transportation of Dangerous Goods in accordance with the IMDG code provisions.

c) To prepare the annual activity report of the enterprise regarding the transportation of Dangerous Goods within the first three months as of the end of the year and submit it to the Ministry in electronic environment. The said annual report includes the following minimum matters:

- Danger class and properties of Dangerous Goods.
- Total amount of Dangerous Goods according to their classes.
- Prepared reports on accidents that have occurred in the enterprise according to the IMDG Code.
- What type of transport is used for the Dangerous Goods Carried.

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- Whether any cargo is transported within the scope of the exemption foreseen in the IMDG Code, and if so, its quantity and class.
- It includes the additional security assessment that the security consultant deems necessary for the business.
- d)** Determining the Dangerous Goods to be transported and determining the requirements and compliance procedures in the IMDG code for this load.
- e)** To guide while purchasing the transportation vehicles to be used in the transportation of Dangerous Goods, which are the field of activity of the Port Operator.
- f)** To determine the procedures related to the control of the equipment used in the transportation, loading and unloading of Dangerous Goods.
- g)** To provide or provide training to port operators about national and international legislation and the amendments made therein, and to keep the records of this training.
- h)** To determine the emergency procedures to be applied in case of an accident or a possible event that will affect the safety during the transportation, loading or unloading of Dangerous Goods, to have the employees do the exercises related to them periodically and to keep their records.
- i)** To ensure that the measures to prevent the reoccurrence of accidents or serious violations are taken in coordination with the workplace OHS specialist.
- j)** To ensure that the special conditions stipulated by the legislation regarding the transport of Dangerous Goods are taken into account in the selection and employment of subcontractors or third parties.
- k)** To ensure that employees involved in the transportation, filling or unloading of Dangerous Goods have knowledge of operational procedures and instructions.
- l)** To take measures to increase the awareness of the relevant personnel in order to be prepared for possible risks in the transportation, loading or unloading of dangerous goods.
- m)** To create instructions for keeping the documents and safety equipment that should be in the vehicle during transportation according to the class of Dangerous Goods.
- n)** Working in coordination with the Port Operations Security Officer (LTGS) to guide the implementation of the plan by preparing the port operation security plan specified in the IMDG code,
- o)** To record all kinds of work, including training, audit and control, regarding the activities, to keep these records for 5 years and to submit them to the Ministry if requested.
- p)** In the inspections to be carried out in relation to his duty in the Port Management; To keep records by specifying the date and time of the audited persons and works.
- q)** In cases where there is a danger, to ensure that the work is stopped until the danger is eliminated, to start the work with its own approval when the danger is eliminated, and to notify the business or the competent authorities in writing of any stage in the process until the danger is eliminated.
- r)** In accordance with the provisions of the IMDG Code of the load loaded on the transport vehicle; To determine procedures for work and operations related to packaging, labeling, marking and loading.
- s)** TMGD, in the event that an accident that occurs during transportation, loading or unloading in the enterprise for which it is responsible causes damage to life, property and the environment; to collect information about the accident and submit an accident report to the enterprise management or the Ministry.

2.5. Responsibilities of the Carrier

- a) Requests the mandatory documents, information and documents related to dangerous goods from the cargo person and ensures that they are present with the cargo during the transportation activity.
- b) Controls the compliance of dangerous goods classified, packaged, marked, labeled and placarded by the cargo person with the legislation.
- c) Controls that the dangerous goods are packed in accordance with the rules by using approved packaging and cargo transport units, they are safely loaded and securely fastened to the cargo transport unit.

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2.6. Responsibilities Of The 3rd Parties Operating In The Port Facility, Cargo/Ship Agency Etc.

3 operating in the coastal facility. The responsibilities of individuals (agencies, government officials, visitors, drivers, etc.) regarding the transportation of Dangerous Goods and how to fulfill these responsibilities are explained in detail under various headings in this guide.

Those who have not received IMDG CODE general awareness and training for the task, and who are not employed in the relevant fields. It is strictly forbidden for persons to enter dangerous goods handling areas, do any work related to dangerous goods, or approach dangerous goods.

3. RULES AND MEASURES TO BE FOLLOWED & APPLIED BY THE PORT FACILITY

According to the Regulation on the Transport of Dangerous Goods by Sea and Loading Safety;

a) If it is not possible to store the Dangerous Goods in the area where they are unloaded at the pier or pier, the transportation of the large cargoes out of the coastal facility as soon as possible without waiting in the port area.

- The evacuation of Class 1 explosive cargoes, Class 6.2 infectious cargoes and Class 7 radioactive dangerous cargoes in the port will be carried out as soffit, with the special permission to be obtained from the Regional Port Authority. Stacking of these loads will be ensured by taking the necessary security measures in a predetermined limited area (between the 2nd Dock 1-5 bollards) in cases of necessity.
- If the artificial fertilizer load, which is one of the Class 5.1 oxidizing loads within the scope of the IMDG Code, arrives in open bulk, it will be loaded/discharged as a supallan and will not be stored in the port area. However, if the cargo in question arrives in a container, it may be temporarily stored in the port area.
- In the port area, for containers carrying Dangerous Goods, stacking bays of RTG Blocks 3C, 3D, 3E and 3F numbered 1-45 are designated as storage areas for the handling of Dangerous Goods in accordance with the application of segregation and stacking rules. Necessary fire, environment and other safety measures were taken by covering the site.
- During loading, unloading and storage, the shore facility personnel, seafarers and other authorized persons in charge of dangerous cargo handling wear protective clothing suitable for the physical and chemical properties of the cargo. According to the "PL-SEÇK-008_Personal Protective Equipment Usage Plan", the use of protective equipment in the field is ensured.
- Persons who will fight fires at the Dangerous Goods handling site are equipped with firefighter equipment and fire extinguishers, first aid units and equipment are kept ready for use at any time. There are ready-to-use fire extinguishers and equipment in this area. There are fire hydrants at 50 m intervals in RTG blocks and IMDG cargo area. In addition, the IMDG area has been planned in such a way that support can be obtained from tugboats in case of emergency.
- Stacking of containers other than Dangerous Cargo in the Dangerous Cargo stowage area is prevented by the IMDG field filter.
- In the independent stowage area allocated for dangerous goods, stacking and segregation will be made according to the class of the dangerous cargo, provided that the IMDG code is adhered to.

b) **The Dangerous Goods are properly packaged, the information identifying the Dangerous Goods and information on risk and safety precautions are available on the packaging.**

All classification, stacking-separation, plate mounting, labeling, packaging issues in the port area, transport units, cargo transport units and packages are under the responsibility of the sender and the carrier. The sender has to send the Dangerous Goods in approved and approved packages. Information on identifying information, risks and safety precautions on packages is provided by the sender. In case of a deficiency in packaging or information within the port area, all related costs are recourse to the sender and his representative.

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All classification, stacking-separation, plating, labeling, packaging, preparation of the cargo offer, preparation of the relevant shipping documents in the transport units in the port area are the responsibility of the loader and the carrier.

After the dangerous goods are stuffed into the container, the Packing Certificate will be signed by the shipper. The person who signed the Packing Certificate:

- Items are loaded, marked and labeled correctly,
- There is no damage or leakage,
- It is properly supported and secured for sea travel,
- All aspects of the IMDG Code are complied with,
- Acknowledges that the shipper's declaration correctly identifies the cargoes in the container.

Before loading the cargo transport units to the ship, the cargo transport units will be inspected by the Operations Directorate for signs of external damage, leakage or spillage of contents.

- It should be ensured that damaged packages, unit load or cargo transport units are transported promptly and safely to the designated special area. It should be ensured that the damaged packages are not left from the private area without being repackaged, suitable for transport and handling, and safe.
- Every cargo transport unit that is found to be damaged or leaking will not be loaded on the ship until the necessary repairs are made or the damaged packages are removed.
- All damaged or leaking packages, unit cargo or cargo transport units containing dangerous goods will be reported to the Regional Port Authority by the port operator.

c) Wearing protective clothing suitable for the physical and chemical properties of the load during loading, unloading and storage of the personnel in charge of handling dangerous goods.

During loading, unloading and storage, the port workers, seafarers and other authorized persons in charge of handling Dangerous Goods wear protective clothing suitable for the physical and chemical properties of the cargo.

Detailed explanations are given under the heading "Occupational Health and Safety" in Chapter 9 of this guide.

Relevant persons other than port personnel and 3. Persons must use the Personal Protective Equipment (PPE) specified in the SDS Form and/or emergency card of the dangerous cargo in their operations.

d) Equipping the people who will fight fire in the dangerous cargo handling area with firefighter equipment and keeping fire extinguishers, first aid units and equipment ready for use at any time.

Equipping the emergency team to fight fire at the Dangerous Goods handling site with firefighter equipment and keeping fire extinguishers, first aid units and equipment ready for use at all times are explained in the 8.1.1 section of this guide under the "Fire" heading.

e) Emergency evacuation plan for the evacuation of ships and marine vehicles from coastal facilities in emergency situations

The emergency evacuation plan for the evacuation of ships and marine vessels from the coastal facilities in emergency situations is explained in section 8.7 of this guide under the title of "Emergency Evacuation Plan for the Evacuation of Ships and Marine Vehicles from the Coastal Facilities in Emergency Situations". In addition, within the scope of ISPS Code, the Port Facility Security Plan has been submitted to the Regional Port Authority and the port has ISPS Code certificate.

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f) Fire, leakage, safety and security measures

Asyaport has taken all necessary measures for fire, safety and security. Fire, leakage, safety and security measures related to Dangerous Goods in the port area are explained under the heading “Fire” in section 8.1.1 of this guide.

g) Approval of the specified issues by the Regional Port Authority, methods of announcement to the relevant parties Asyaport has announced the issues stated in this document by the Regional Port Authority on its website. It is accessible to all interested parties on the website www.asyaport.com

h) Measures taken to ensure that personnel who do not have the necessary training and certificates in accordance with the Regulation on Training and Authorization within the Scope of the International Code for Dangerous Goods Transported by Sea, do not work in dangerous cargo handling operations and do not enter the areas where these operations are carried out.

Having the necessary training and certificates according to the Regulation on Training and Authorization within the scope of the International Code on Dangerous Goods Transported by Sea, published in the Official Gazette dated 22/01/2016 and numbered 29601, and the IMDG CODE Training Seminars Directive dated 26 July 2019 and numbered 56617. Non-performing personnel are not allowed to work in dangerous goods handling.

IMDG Code General Awareness and IMDG Code Mission Oriented trainings are carried out periodically to ensure that the Operations Department and Planning Department employees and all managers are trained on the risks of handled dangerous goods, safety precautions, safe working, emergency measures, security and similar issues.

Personnel who have training and certificates in dangerous cargo handling operations are allowed to work and enter the areas where these operations are carried out.

The dangerous cargo storage area is constantly under surveillance with 24/7 CCTV and patrol tours of the Security personnel.

There is a training hall of sufficient size in the port facility where the said IMDG trainings are given.

The training records of the personnel are kept and followed up by the Human Resources Management Unit within the port management.

i) Practices related to fumigation, gas measurement and degassing works and operations The applications in the port facility related to fumigation, gas measurement and degassing works and operations are explained in detail in section 6.4 of this guide under the heading "Procedures for fumigation, gas measurement and degassing works and operations".

j) Rules Regarding Dangerous Goods Operations

- The following regular and unannounced controls are carried out by the Port Operations Department for the dangerous goods in the storage area and warehouses for leakage, damage to the packaging, deterioration, temperature changes and similar issues.

- Refrigerated containers containing dangerous goods should be checked every 8 hours to ensure that the set temperature is maintained.

- Routine checks should be made to be prepared for any signs of deterioration in stacked or stored dangerous goods to eliminate any possible source of fire, leakage or other problems.

- Leaking packaging should only be handled under the supervision of responsible personnel.

The Operations Directorate must ensure that no one opens or interferes with dangerous cargo containers without reasonable cause. If the container is opened by a person authorized to inspect it, Operations and Planning must ensure that the person concerned is aware of the potential hazards arising from the presence of dangerous cargoes.

- It should be checked whether the segregation rules are complied with in the hazardous cargo storage area.

- The dangerous cargo storage area should be kept under the surveillance of the security personnel with 24/7 cameras

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and patrol tours.

- It is forbidden to smoke, make fire, and do sparking works such as welding in the cargo deck and points of the berthed ships carrying dangerous goods and in the coastal storage areas of dangerous goods.
- All works to be done in and around the dangerous cargo storage area except loading/unloading operations are subject to the permission of the Operations Department.

Dangerous cargo stowage site layout plan, fire plan, technical information about the site are available in the annex of the guide.

4. CLASSES, TRANSPORTATION, LOADING/UNLOADING, HANDLING, SEPARATION, STACKING AND STORAGE OF HAZARDOUS LOADS

4.1. Classification of dangerous goods.

Classifications of Dangerous Goods handled at our port must comply with the provisions of the IMDG Code. Classification principles and criteria of Dangerous Goods, IMDG Code 2. section is explained in detail. Dangerous Goods that are not properly classified are not processed. For Dangerous Goods, which are not properly notified to the port operator, incorrectly or incompletely reported, all costs are recourse to the cargo person.

4.2. Packages and Packages of Dangerous Goods

Packages and packages of Dangerous Goods handled at our port must comply with the provisions of the IMDG Code and relevant legislation. Requirements for packages and packages of Dangerous Goods IMDG Code 4. and 6. sections are explained in detail. Dangerous Goods that are not properly packaged are not processed. All costs related to unsuitable and unapproved packaging are recourse to the cargo owner.

4.3. Placards, Plates, Brands and Labels for Dangerous Goods

Plates, brands and labels of Dangerous Goods handled at our port must comply with the provisions of the IMDG Code and other relevant legislation. Plates, plates, brands and labels related to Dangerous Goods IMDG Code 5. section is explained in detail. Dangerous Goods and cargo transport units that are not marked, labeled or plated as required are not processed. All costs incurred for this type of Dangerous Goods are recourse to the person concerned.

4.4. Signs and Packing Groups of Dangerous Goods

Signs and packaging groups of Dangerous Goods handled at our port must comply with the provisions of the IMDG Code and other relevant legislation. Signs and packaging groups for Dangerous Goods IMDG Code 2. and 5. sections and in the "Dangerous Goods List" in detail. Dangerous Goods that are not properly marked and assigned to the packaging group will not be processed. All costs incurred for this type of Dangerous Goods are recourse to the person concerned.

4.5. Segregation tables on the ship and in the port according to the classes of dangerous goods.

According to the classes of Dangerous Goods handled at our port, the stacking and sorting procedures on the ship must comply with the provisions of the IMDG Code and other relevant legislation. Stacking and sorting procedures on the ship for Dangerous Goods, IMDG Code 7. section is explained in detail. It is the captain's responsibility to comply with these stowage and separation provisions. How Dangerous Goods will be stacked in the port area according to their classes and how they will be separated is explained in "PR-PLN-005 Dangerous Goods Procedure".

4.6. Segregation distances and separation terms of dangerous goods in warehouse storage

There is no warehouse for Dangerous Goods at our port facility. How Dangerous Goods will be stacked in the open stowage area and how they will be separated according to their classes is explained in "PR-PLN-005 Dangerous

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Goods Procedure”.

4.7. Dangerous Cargo Documents

Documents related to Dangerous Goods handled at our port must comply with the provisions of the IMDG Code and other relevant legislation. Documentation and documentation requirements for Dangerous Goods IMDG Code 5. section is explained in detail. Dangerous Goods that do not have the required documents and are not presented properly will not be processed. All costs incurred for this type of Dangerous Goods are recourse to the person concerned.

Documentation, control and registration works and procedures related to Dangerous Goods are covered in 7th chapter of this guide. section, under the heading “Documentation, Control and Recording” in detail.

5. HANDBOOK ON DANGEROUS LOADS HANDLED ON THE COASTAL FACILITY

"Dangerous Goods Manual", which can be carried in the pocket, which includes Dangerous Goods classes, packages, packages, labels, signs and packaging groups of Dangerous Goods, separation distances of dangerous goods, separation terms, dangerous goods documents, dangerous goods emergency response action flow diagram, to be given to port users It has been prepared for the purpose and a copy is attached.

6. OPERATIONAL MATTERS

6.1. Procedures for the safe docking, mooring, loading/unloading, sheltering or mooring of ships carrying dangerous cargo, day and night

Unless there is a restriction by Tekirdağ Regional Port Authority, ships carrying dangerous goods can enter and exit the port day and night.

In accordance with the Regulation on the Transport of Dangerous Goods by Sea and the Safety of Loading, the Port Operator Institution provides that the entry-exit system between the ship and the shore is appropriate and safe; There is a strong communication between the ships docking at the port berths and the coastal facility. Ring transportation service is provided for the transfer of ship personnel from the docks to the main port gate.

It is forbidden for the ship personnel to walk in the port area, and this is indicated by the signs hung in certain parts of the berths. The ship's side pier will be used for the ship's quay passage.

Anchorage Area of Ships Carrying Dangerous Goods: Ships arriving at the Asyaport Port and carrying Dangerous Goods anchor at the appropriate pier according to the plan. It shows the port quay numbers and the Asiaport Layout Plan is given in APPENDIX-2, and the Photographs of the Coastal Facility are given in APPENDIX-3. The responsibility of anchoring the ship to the correct anchorage area belongs to the ship's captain and agent.

Ship's Arrival Notification and Pilotage/Towing Requests Ship First Arrival Notification:

The berthing orders of the ships arriving at the port must be filled in completely by the ship agency/owner via the e-maritime system (atlantis.udhb.gov.tr). It is the responsibility of the ship agent/owner requesting the service that the information is complete and/or correct. In case the information entered into the system is incomplete and/or incorrect, all commercial losses and damages that may occur with all kinds of administrative/fine penalties are recourse to the ship agency/owner by the port operator.

Guidance/Towing Requests In Berthing; The delivery order of the application approved by the Regional Port Authority over the system is received from the system for the pilotage and tugboat services request by the ship agency/owner and sent to info@asyaportkilavuzluk.com by e-mail.

On departure; A departure service request is made by the ship to Asyaport Pilotage Services over VHF radio.

Ensuring that the entry-exit system between the ship and the shore is appropriate and safe; Pursuant to the provision of the Regulation on the Transport of Dangerous Goods by Sea. "The Port Operator Establishment ensures that the entry-exit system between the ship and the shore is appropriate and safe":

- a) There is a strong communication between the ships docking at the port berths and the coastal facility. Ring transportation service is provided for the transfer of ship personnel from the docks to the main port gate.
- b) It is forbidden for the ship personnel to walk in the port area, and this is indicated by the signs posted in certain parts of the quays and in the area where the side ladder is located. There are designated and marked pedestrian walkways for port personnel.
- c) As mentioned in Article 15 of ILO Convention No. 152 on Health and Safety in Port Affairs, to which our country is also a party, "When a ship is loaded or unloaded while berthed to a pier or another ship, an entry-exit facility established and anchored in accordance with this ship will be provided, and will always be available for use. in accordance with the provision; The ship's side pier will be used for the ship-pier passage, and if necessary, a mobile sliding pier can also be used by the ship or the port operator. The ship's captain is responsible for the safety of the ship's side pier or, if necessary, the mobile sliding pier.
- The ship's gangway/sliding gangway must be rigidly equipped with pillars and safety net. The mobile sliding pier will be long enough for the ship-dock interface, strong and securely equipped.
 - There will be a life buoy with lanyard ready to be used in case of emergency next to the side pier/sliding mobile pier. The ship's personnel will be at the porthole of the ship and the ship will control the entrance and exit.
 - The ship's captain is responsible and responsible for the monitoring and control of the side or mobile sliding pier due to changing situations (change in ship draft due to loading / unloading, changes in tension of ship ropes) and keeping it in a condition that ensures safe passage.
 - The side pier will be lowered securely onto the quay or suspended fully abutting the quay. The port operator may stop the use of the side pier or sliding pier, which is deemed unsafe, and unsafe situations can be reported to the Regional Port Authority by the port operator and/or port users.
 - If the mobile sliding pier is provided by the port operator, the ship's captain is responsible for the safe use of the pier after installation.
 - Persons entering and exiting the ship due to their duties are required to use Personal Protective Equipment (PPE) such as hard hat, vest, work shoes.
- d) Sufficient lighting is available at the berths to ensure that the vessels berthed at the coastal facility are adequately illuminated.
- e) The general site plan of the port has been hung in the necessary places.

6.2. Procedures for additional measures to be taken according to seasonal conditions for loading and unloading of dangerous cargoes.

In loading, unloading or transshipment of Dangerous Goods to ships and marine vehicles, those involved in the ship and those who do loading, unloading or limbo shall take the necessary safety measures against heat and other hazards, especially in hot seasons.

6.3. Keeping Procedures on keeping any inflammable, combustible and explosive materials away from operations which cause or are likely to cause sparking and abstaining from operating any tools apparatus or device which cause or are likely to cause sparking in areas where hazardous materials are handled, stowed and stored.

It is forbidden to smoke, make fire, and do sparking works such as welding in the cargo deck and points of the berthed ships carrying dangerous goods and in the coastal storage areas of dangerous goods. Combustible loads are kept away from spark-generating processes and spark-generating vehicles or tools are not operated in the dangerous goods handling area.

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6.4. Fumigation, Gas Measurement and Degassing Business and Operations

There is no fumigation by the cargo transport units (CTU) and the port personnel for the cargo inside. Based on the request from the consignor of the cargo, fumigation operations are carried out under the responsibility of the fumigation firm that the consignor has agreed with or the fumigation firm from which the port will receive service, in case service is requested from the port. Written permission shall be obtained from the Port Management for the fumigation operation to be carried out in the port area under the responsibility of the shipper of the cargo. Fumigation process; It will be carried out in accordance with the PR-OPR-013 Fumigation Procedures Procedure.

Fumigation party:

1. To the circular numbered MSC-MEPC.2/Circ.1 on the prevention and disposal of the harms used in fumigation operations to the marine environment and human health.
2. The Ministry of Transport and Infrastructure agrees in advance that it will act in accordance with the IMDG Code Implementation Instruction dated 23.09.2013 and numbered 2013/180 in fumigation, gas measurement and degassing works and processes. It performs fumigation operations in accordance with this legislation.

Firms that are found not to act in accordance with these rules are not allowed to operate. All costs incurred are recourse to the person concerned.

The area to be fumigated is determined by the port operator. The duty and responsibility of taking Occupational Health, Safety and Environmental Safety measures during the fumigation operation belongs to the fumigation party.

Fumigation on Ships:

Fumigation cannot be carried out on ships berthed at port docks. The fumigation of ships carrying and/or will carry Dangerous Goods is done with the permission of the Regional Port Authority. Responsibility in this regard belongs to the ship's captain.

6.5. Work and Operations of Packaged Dangerous Goods

All work and operations related to packaged dangerous goods are carried out according to the PR-PLN-006 Safe Handling Procedure of Packaged Dangerous Goods.

6.6. Business and Transactions Related to Explosive Loads

PR-PLN-007 Safe Handling Procedure of Explosive Cargoes is performed for all work and operations related to Class 1 Explosive Cargoes.

Unless permitted by the Administration, explosive cargoes, except those of class 1.4 compatibility group S, are handled at the shore facility as suplaan (without waiting for them to be loaded directly on the ship or discharged from the ship). Unless the relevant Regional Port Authority has permission, no maintenance/repair is carried out on the machinery of the ships with explosive cargo attached to the coastal facility that will prevent them from leaving the pier.

7. DOCUMENTATION, CONTROL AND REGISTRATION

7.1. Procedures regarding the supply and control of all mandatory documents, information, and control of dangerous cargoes by the relevant persons

Documents related to Dangerous Goods handled at our port must comply with the provisions of the IMDG Code and other relevant legislation. Documentation and documentation requirements for Dangerous Goods IMDG Code 5. section is explained in detail.

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In our port management, IMDG Code, SOLAS, MARPOL books are kept up-to-date as published by the Ministry. Along with the documents mentioned above, other relevant documents related to dangerous goods are available in written or electronic form at our port facility. IMDG Code books and documents are used effectively in dangerous cargo operations.

7.1.1. Notifications Regarding Dangerous or Marine Pollutant Cargoes

Ships that come to our port and carry dangerous goods, considering that undeclared or misreported cargoes cause many problems and accidents;

1. At least twenty-four (24) hours before the Regional Port Authority enters the Port Administrative area,
2. Ships and marine vessels with a cruising time of less than twenty-four (24) hours until they enter the port area are obliged to submit the notification document containing detailed information about their cargo, in writing, to the Regional Port Authority and our Port Authority, immediately after their departure from the coastal facility.

The cargo person has to notify our Port Authority at least 24 hours before entering our facility regarding the dangerous goods coming by road and rail.

In case the notification obligation is not complied with or the notifications do not contain correct information, administrative sanctions by the Regional Port Authority are reserved against the notifier. The costs incurred are recourse to the relevant parties by our company. If timely and correct notification is not made, the berthing and departure order of the ships may change.

The material damage and legal liability arising from the failure to give entry permission to the port operator due to the failure to notify on time will belong to the party who is obliged to make a notification.

The notification also covers the dangerous goods to be handled, transited, stored at the port.

7.1.2 Information, Documents/Forms to be Submitted in Notifications

The purpose of notification within the scope of IMDG CODE; is to ensure that the dangers, threats, information about the damage caused by dangerous goods and what to do in case of emergency are communicated to all parties involved in the transport. In this context;

For dangerous goods coming by sea;

A notification is made by the shipping agency with a "notification document containing detailed information on dangerous cargoes".

The following documents are notified to the Port Operations Directorate:

1. SDS Form, Dangerous Goods Manifest
2. The Dangerous Goods Plan (Dangerous Goods Plan) is notified to the Port Management Directorate with the extension of EDI.
3. In addition to the ones stated above, in accordance with the Regulation on the Transport of Dangerous Goods by Sea, the port operator has the right to request all mandatory documents, information and documents related to dangerous goods from the person concerned and to be present with the cargo.

For dangerous goods coming by road;

For dangerous goods that will arrive at the port area to be loaded on the ship, the regional port authority, the Port Operations Department and the relevant institutions and organizations will be notified by the ship agency at least 24

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hours in advance. In this context, a notification is made by the shipping agency with a "Notification Document Containing Detailed Information on Dangerous Goods".

The Port Operations Department is notified with the following documents;

1. If the container is to be stuffed, IMDG Class and UN No.A request is made by the shipping agency before the information is filled to the port operation department using the port automation system customer interface e-service.
2. Before the containers with dangerous goods arrive at the port area, a notification will be made electronically by the shipping agency using the port automation system.
3. In addition to the ones stated above, in accordance with the Regulation on the Transport of Dangerous Goods by Sea, the port operator has the right to request all mandatory documents, information and documents related to dangerous goods from the person concerned and to be present with the cargo.

If Dangerous Goods are loaded or packed into any container or vehicle, the company responsible for packaging/loading the container or vehicle will have a "container/vehicle packaging certificate". The relevant certificate will be issued by the uploader company. Container/vehicle packing certificate is not required for tanks.

For dangerous goods that are not covered by the IMDG Code but subject to other modes of transport, the ship agency makes a notification to the port operation department.

7.1.3 Notification of Dangerous Goods as File with EDI Extension

- a) The information of the container containing dangerous goods within the scope of IMDG code to be loaded on the ship, to be discharged from the ship or seen in transit on the ship should be sent to the port operator organization as an EDI file by the agency or the shipowner. The detailed information of dangerous goods (UN number, PSN, Class etc. information) will be specified in the "Electronic Data Interchange (EDI)" file in detail, up to the place (slot) where the container will be loaded on the ship.
- b) It is also obligatory to notify the port operator before the dangerous goods outside the scope of IMDG CODE arrive at the port area.
- c) According to the situation and necessity, additional information, documents/forms other than the information, document/forms mentioned above may be requested by the port operator.

7.1.4 Obligation to Keep Information/Documents Related to Dangerous Goods

Our port facility maintains and preserves a copy of the dangerous goods transport document and the additional information mentioned in the IMDG Code for the period specified in the legislation. This information can be stored electronically or on a computer, where it can be printed out when necessary.

7.2. Keeping the Up-to-Date List of All Dangerous Goods in the Coastal Facility Site and Other Related Information Regularly and Completely, Keeping the Records and Statistics of Dangerous Goods

7.2.1 Dangerous Goods Records

Up-to-date records of all Dangerous Goods entering, leaving and stored in the port area are kept by the Port Authority. These records and information will be given to the Regional Port Authority and emergency response officers upon request. In the records, the type, class, amount and location of the dangerous goods in the port area are determined. Annex-10 Dangerous Goods Procedure.

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7.3. Control and Control Results That the Dangerous Goods Incoming to the Facility are Properly Defined, the Correct Shipping Names of the Dangerous Goods are Used, Certified, Packed/Packed, Labeled and Declared, Safely Loaded and Transported to the Approved and Regulated Packaging, Container or Cargo Transport Unit (CTU) Reporting

7.3.1 Obligation to Use Correct Names of Dangerous Goods

Mandatory rules regarding dangerous goods transported in packages are regulated in the IMDG Code. The Proper Shipping Name in the "Dangerous Goods List" in Part 3 of the IMDG Code and the United Nations in order to define the cargoes mentioned in the cargo documents and notifications, in the correspondences to be made with other relevant institutions/organizations by the port operating personnel involved in the transportation and handling of the cargoes covered by this Code. Number (UN Number) will be used.

7.3.2 Notification of Dangerous Goods Transport Units Control Results

In accordance with the IMO's circular numbered MSC.1/Circ.1442 and the letter of the General Directorate of Dangerous Goods and Combined Transport Regulation dated 04.03.2013 and numbered 80063613/115.01.1099; Necessary inspections regarding the compliance of the Cargo Transport Units (CTU) with cargo subject to the IMDG Code are made and notified to the Regional Port Authority at the end of the quarterly period. Control Results Notification Form for Dangerous Goods Transport Units (CTUs) is given in ANNEX-17.

After the dangerous goods are stuffed into the container, the Packing Certificate will be signed by the shipper. The person who signed the Loading Document;

- a) Items are loaded, marked and labeled correctly,
- b) There is no damage or leakage,
- c) It is properly supported and secured for sea travel,
- d) All aspects of the IMDG Code are complied with,
- e) Acknowledges that the shipper's declaration correctly identifies the cargoes in the container.

7.3.3 Preparations for Dangerous Goods Coming to the Facility

Following the arrival of the dangerous cargo notification, the planning of stowage, storage, loading/discharge is carried out in the port area in accordance with the class of the cargo. Within the scope of this planning;

- a) Preparations are made for the equipment of the port personnel who will take part in loading, unloading and storage operations with the personal protective equipment (PPE) specified in the SDS form,
- b) Emergency Plan and procedures are checked,
- c) Dock separation is made for loading / evacuation,
- d) Information is obtained about the class of the dangerous cargo, its main and additional hazards, and the danger group,
- e) The information and documents of the notified dangerous goods are checked.

7.3.4 Control of Dangerous Goods Arriving at the Port Area

The Turkish SDS form, Emergency Card, is sent to the port operator by the relevant freight agency. Within the scope of the IMDG Code and ADR, all classification, stacking-separation, plating, labeling, packaging, preparation of the cargo offer, preparation of the relevant shipping documents are the responsibility of the loader and the carrier.

In cargoes coming by land:

- 1) **If the relevant cargo enters the port area with the Container;**
 - a) The container is physically inspected.

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- b) Placard suitability on the container is checked.
- c) Stack separation is made according to the entry request form and/or SDS form declared by the relevant freight agency.
- d) In case of non-compliance, the cargo is not taken to the port area by notifying the relevant cargo agency.

2) If the related load enters the port area on the vehicle openly;

If the relevant cargo container is to be filled, the filling is done by taking the necessary precautions according to the SDS form.

For cargo that will enter the port area by sea:

1) If the relevant cargo enters the port area with the Container;

- a) The container is physically inspected.
- b) Placard suitability on the container is checked.
- c) Stack separation is made according to the SDS form of the cargo declared by the relevant cargo agency and specified in the discharge list.
- d) In case of non-compliance, the relevant freight agency is notified.

2) If the relevant cargo enters the port area with the ship;

- a) For the transports to be made within the scope of ADR, the necessary safety measures and obligations within the scope of the relevant code are fulfilled by the carrier and the freight agency.
- b) Handling is done according to the issues specified in the SDS form.
- c) A letter of undertaking is requested from the agency that will carry out the transport and from the buyer.

7.3.5 Dangerous Goods Inspection/Full Detection/Sampling Methods

- a) Before entering the dangerous cargo stowage area, the PPE specified in the required SDS form is worn,
- b) Under the supervision of the Inspection Officer, the container lid is opened for the inspection/full determination of the load or for taking samples,
- c) Sampling of dangerous goods can be done by the company or related institutions and organizations.

7.3.6 Stuffing and Unloading Services for Dangerous Goods

Stuffing and unloading activities of dangerous goods are carried out in dangerous cargo stacking/storage areas. The first approval for stuffing and unloading must be obtained from the port operator. Stuffing and unloading of dangerous goods cannot be done in other areas outside the dangerous container area.

Within the scope of the IMDG Code, Class-1 (Explosive Cargoes) and Class-7 (Radioactive Cargoes) loads cannot be stuffed or unloaded, loaded/discharged into containers or other containers within the Port Area.

It is the port operator's authority to decide on the suitability for stuffing/stuffing, and companies must obtain the necessary permission from the Port Operator 24 hours before the cargo arrives at the port. Otherwise, the responsibility will be on the installer company and its agency.

Class 6.1 toxic and Class 6.2 Infectious cargoes are not stuffed and unloaded at the Port Area.

7.4. Supply and Keeping of Dangerous Goods Safety Data Sheet (SDS)

Dangerous Goods and preparations; The SDS form, which is the document containing detailed information about the properties of the product, the safety measures to be taken in the workplaces according to the dangerous properties of the cargo and the preparations, and the necessary information on the protection of human health and the environment,

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Dangerous Goods and the negative effects of the preparations, should be submitted by the cargo authorities before the dangerous goods enter the port area, when requested by the port operator. will be.

7.5. Keeping Records and Statistics of Dangerous Goods

It is explained in section 7.2.1 of this guide under the heading “Dangerous Cargo Records”.

7.6 Information about the Quality Management System

ISO 9001 Quality Management System, ISO 14001 Environmental Management System, ISO 27001 Information Security Management System, ISO 45001 Occupational Health and Safety Management System, ISO 50001 Energy Management System. The documents mentioned in this guide are numbered and recorded and made available to the relevant persons within the company.

8. EMERGENCIES, EMERGENCY PREPAREDNESS AND RESPONSE

8.1. Intervention procedures for Dangerous Goods and dangerous situations involving Dangerous Goods that pose/may pose a risk to life, property and/or the environment

8.1.1. Fire

In the IMDG Code Emergency Guide (EmS Guide) to prevent fire and pollution caused by Dangerous Goods operations; Emergency Measures for Fire (Ems For Fire) are intervened according to the procedures specified against FIRE that may be caused by Dangerous Goods listed in the IMDG code. The incident is reported to the Regional Port Authority.

There are fire hydrants, fire hydrant and auxiliary water storage tank, fire cabinets (nozzle, fire hose) in the entire port area.

There are two tugboats with fire extinguishing capability to respond to a fire that may occur on the ships moored in the port, if necessary.

Firefighter equipment is available for the persons who will fight the fire at the Dangerous Goods Handling Site, and firefighter equipment, fire extinguishers, first aid units and equipment are always ready for use against possible fires. In the port area, there are two mobile emergency containers containing marine pollution and firefighting materials and equipment. Their locations are shown in the Emergency Plan.

8.1.2. Leak

In the IMDG Code Emergency Guide (EmS Guide) in order to prevent marine and environmental pollution in case of leakage / spillage caused by dangerous cargo operations; Against the leakage that may be caused by the Dangerous Goods listed in the IMDG code, the Emergency Measures for Leakage (Ems For Spillage) is intervened according to the specified procedures. The incident is reported to the Regional Port Authority.

8.1.3. Sea pollution

Within the scope of the Implementation Regulation of the Law on Emergency Intervention and Compensation of Damages in Pollution of the Marine Environment with Oil and Other Harmful Cargoes published in the Official Gazette dated 21/10/2006 and numbered 26326, an agreement has been made with a company licensed by the Ministry that can intervene in oil and other harmful cargo pollution of the marine environment. and the necessary equipment and materials for emergency response to marine pollution are available at the port facility. The List of Emergency Response Materials and Equipment against Marine Pollution is attached

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In case of leakage or spillage caused by Dangerous Goods, if there is a serious threat to the sea and the environment, the issue is evaluated within the scope of the 1st level event and the necessary intervention is made by putting into practice the "Coastal Facility Emergency Response Plan against Marine Pollution". The port management emergency assembly places are shown in ANNEX-2 in the General Layout Plan of the Coastal Facility. Coastal Facility General Emergency Management Scheme is given in Annex-7.

8.2. Information on Emergency Response Possibility, Capability and Capacity of the Coastal Facility

Information on the possibility, capability and capacity of responding to emergencies in our coastal facility is explained under paragraph 8.1.

In emergencies, the Emergency Plan is implemented.

The emergency alarm in the port is the sound of the siren. The entire port area is monitored by CCTV, and the port security teams are constantly patrolling. In case of emergency, the port shift supervisor will be informed immediately by CCTV.

In the event of a fire on the ship, the ship will give a warning with its own whistle and will make the first response to the fire with its own personnel and then ask for help from the shore.

Fire, leak etc. In case of an emergency, such as an emergency, the loading/evacuation operations are stopped. Acting in accordance with the port operating instructions. The ship prepares for an emergency departure. Harbor tugs are kept ready.

The Plan to Follow in the Event of an Accident Containing Dangerous Goods is given in ANNEX-7.

8.3. Arrangements Regarding First Responding to Accidents involving Dangerous Goods (First Intervention Procedures, First Aid Opportunities and Capabilities etc.)

Against FIRE and LEAK that may be caused by Dangerous Goods listed in the IMDG Code involving Dangerous Goods, the IMDG Code determines in this regard; Emergency intervention is carried out in accordance with the procedures and principles specified in "EmS for fire" and "EmS for spillage" and internal port operation procedures.

Emergency response facilities and capabilities against leakage and fire are available at the port. Details are given in Appendix-15-16.

In cases where medical first aid is required, such as poisoning or injury caused by Dangerous Goods, the infirmary is notified and the necessary emergency response is performed.

Medical First Aid Guide (MFAG: Medical First Aid Guide) will be used, and within the scope of the Occupational Health and Safety Law No. 6331, an occupational physician and other health workers are on duty for medical first aid in all possible accidents/injuries at the port facility. There is one fully-equipped infirmary at the port facility, and 10% of the total number of employees has a first aider certificate. First aid trainings are provided in accordance with the legislation in the workplace.

8.4. Notifications to be Made Inside and Outside the Facility in Emergency Situations

All kinds of Dangerous Goods related incidents in the port area that may cause damage to persons, the ship or ships in the port, the port or any property or the environment, are submitted to the Regional Port Authority in the "FR-PLN-007" . Dangerous Goods Incident Notification Form" is reported as soon as possible. In this context, by the Port Operating Organization;

a) Hazardous and harmful cargo spillage or fire hazards and incidents occurring in the area of responsibility are immediately reported to the Harbor Master and emergency response officers.

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b) The necessary safety measures for Dangerous Goods that do not comply with the rules, are unsafe or pose a risk to persons or the environment are taken by the Port Operator and reported to the Regional Port Authority.

8.5. Reporting of Accidents

As a result of accidents caused by Dangerous Goods, the background and causes of the accident are investigated and a report is prepared to be discussed and evaluated by the port ISGB team. The ISGB team, on the other hand, explained the accident; response speed, correct method use and effectiveness, root causes etc. evaluated in terms of situations. Necessary measures are taken by the port operator to prevent subsequent events from happening again.

Hazardous Cargo related accidents are reported to the Regional Port Authority.

8.6. Coordination and Cooperation Methods with Official Authorities

In incidents that require urgent intervention due to Dangerous Goods, necessary emergency response is carried out by acting in cooperation and coordination with relevant institutions and organizations such as the Police, Municipality, Customs, Regional Port Authority.

Tekirdag Directorate General of Security: 0 282 262 18 68

Tekirdag Directorate General of Customs: 0 282 261 20 24

Tekirdag Area Port Authority: 0 282 261 20 25

Dangerous Goods Material Consulting: 0536 457 55 82

Tekirdag Suleymanpasa Municipality: 0 282 259 59 59

8.7. Emergency Evacuation of Ships and Marine Vehicles

If it is deemed necessary to evacuate ships from the port in emergencies arising from Dangerous Goods, the "Asyaport Port Emergency Action Plan" will be put into use. In this context, port personnel, ship personnel and emergency response team take part. In case of emergency, Asyaport Pilotage tugboats will be activated to move the ship away from the pier.

8.8. Handling and Disposal of Damaged Dangerous Goods and Wastes Contaminated by Dangerous Goods

The port dangerous cargo stowage area has been allocated as a special area where damaged dangerous cargoes can be kept and repackaged or polluted wastes can be separated and kept until disposal. Disposal is carried out within the scope of the port emergency plan and environmental emergency instructions.

Damaged packages, unit load or cargo transport units will be transported safely to the designated special area immediately. It will be ensured that the damaged packages are not left from the private area without being repackaged, suitable for transport and handling, and safe.

Every cargo container that is found to be damaged or leaking will not be loaded on the ship until the necessary repairs are made or the damaged packages are removed.

All damaged or leaking packages, unit cargo or cargo transport units containing dangerous goods will be reported to the Regional Port Authority by the port operator.

Leaking packaging should only be handled under the supervision of responsible personnel. IMDG Site, Leakage Pools are shown in Annex-2 Shore Facility General Layout Plan.

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8.9. Emergency Drills and Their Records

Incident drills that require emergency situations such as fire, sea pollution and injury are recorded at the times specified in the relevant legislation.

8.10. Information on the Fire Protection System of the Port Facility

Information on fire protection and fighting systems is reported under the heading “Fire” in section 8.1.1.

8.11. Approval, Inspection, Testing, Maintenance and Availability of Port Facility Fire Protection Systems

Periodic control of fire prevention and fire protection systems and equipment in the port facility is carried out.

8.12. Precautions to be Taken in Cases of Fire Protection Systems Not Working

In cases where the fire protection systems do not work in the first response to the fire in the Port Authority, the local fire department is assisted.

9. OCCUPATIONAL HEALTH AND SAFETY

9.1. Occupational Health and Safety Measures

The Port Authority has the ISO 45001 Occupational Health and Safety Management System Certificate, and it is aimed that occupational health and safety activities are handled regularly and resolved within the framework of the goal of continuous improvement. In line with this purpose, OHS studies are carried out, employees are provided with continuous training and awareness is raised by providing safe working instructions in the port area. All personal protective equipment to be used in handling dangerous goods within the scope of the port operator's responsibilities are available at the port facility in sufficient number and quality at any time, ready for use. In this context;

- a) In accordance with the Occupational Health and Safety Law No. 6331 and the relevant Regulations, ISO 45001 Occupational Health and Safety Management System is implemented in order to ensure the safety of life, property and environment in our port within the framework of Occupational Health and Safety.
- b) Port users entering and leaving our port are required to wear Personal Protective Equipment (helmet, phosphorescent vest, steel-toed occupational health and safety shoes) in accordance with the directives and standards.
- c) The personnel of the shore facility in charge of handling Dangerous Goods, other authorized persons regarding the cargo, have protective suits suitable for the physical and chemical properties of the cargo during loading, unloading and storage, and information is given to the port field personnel working on the dangerous cargo on the use of personal protective equipment in training and drills/practices. are given.
- d) There are fire extinguishers of various sizes and features located in various areas in the port area and fire hydrants placed every 50 m on the floor of the port area. Periodic controls of fire extinguishing devices and systems are carried out every year. Employees are provided with fire-related training, and fire extinguishing drills are held every year.
- e) There is constant monitoring of the port facility with audio warning systems and cameras. In possible emergency situations, communication and notification can be provided as soon as possible.
- f) The following basic emergency equipment is available in the port area at suitable places (IMDG stowage area, etc.) in order to be protected from the risks posed by the dangerous goods handled at the port. There are two emergency containers in the port and they are available in the following materials:

Life jacket, helmet, raincoat, response shoes, gloves, gas mask, protective work glasses, overalls, Tyvek suit, ex proof flashlight, fence barrier, anchor, buoy, rope, mooring unit, towing cap, gas measuring device, washing machine, sorbent barrier, sorbent pad, plastic bag, detergent, floating storage tank, impermeable material, plastic drum, plastic bag, greenhouse nylon, wheelbarrow, bucket, rake.



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- g) Every personnel involved in the dangerous cargo handling chain knows the location of the above-mentioned materials and how they will be used.
- h) The "Personal Protective Equipment Usage Plan" showing the distribution of Personal Protective Equipment (PPE) in the port facility is included in ANNEX-13.
- i) For safety conditions, ring service is provided at the port area. Ring stops have been determined in the field.

9.2. Information on Personal Protective Clothing/Equipment in the Port and Their Use

Information about the personal protective clothing/equipment available at the port and their use are given in section 9.1 of this guide under the heading "Occupational Health and Safety Measures".

9.3 Closed space entry permit measures and procedures

There is no closed area in our facility. In cases where there is an obligation to work in a confined space, the PR-PLN-009_Indoor Work Procedure will be followed.

10. OTHER MATTERS

10.1. Dangerous Goods Conformity Certificate Validity

The application for the Dangerous Goods Conformity Certificate of the facility was made to the TR Ministry of Transport and Infrastructure. Document validity date:04.06.2026

10.2. Duties Defined for Dangerous Goods Safety Advisor

TMGD's duties and responsibilities are as specified in article 2.5 of this guide.

10.3. Issues for those carrying Dangerous Goods that will arrive/leave the coastal facility by road (documents required by road vehicles carrying Dangerous Goods when entering/exiting the port or coastal facility area, equipment and equipment that these vehicles must have, speed limits in the port area, etc.))

Road vehicles that bring dangerous goods to the port or take dangerous goods from the port are controlled by the Customs Administration at the entrance and exit of the port. The port security personnel, on the other hand, makes the necessary records and controls on the matters remaining in their field of duty.

In accordance with the European Agreement (ADR) on the Carriage of Dangerous Goods by Road and International Transport of Dangerous Goods by Road, the following items must be in the vehicle:

- a) Dangerous Goods Transport Driver Training Certificate (SRC5)/ADR Driver Training Certificate
- b) For Tanker/Tank-Container vehicles, valid dangerous cargo transport document of the vehicle (Vehicle Due Diligence or ADR Vehicle Conformity Certificate/ADR Conformity Certificate)
- c) Photocopy of the transport permit obtained from the relevant/authorized authorities for the transport of Class 1 and Class 7 dangerous goods defined in ADR (translated into annual permit.)
- d) Dangerous Goods and Hazardous Waste Compulsory Liability Insurance Policy
- e) Unwritten orange plate on the front and back of the dangerous goods vehicle
- f) Dangerous Cargo transport document
- g) Written instruction given to the driver by the transporter on how the vehicle personnel will act in case of danger or accident in accordance with ADR legislation
- h) Personal and protective equipment to be used in an emergency specific to the load carried in the vehicle
- i) ADR Section 5.4.5 for dangerous goods transported by more than one mode.

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10.3.1. Speed Limit in the Port Area

The maximum speed limit for road vehicles entering the port area to exchange cargo is 30 km/h. Administrative sanctions will be applied by the port operator and in accordance with the relevant legislation of the customs administration to the vehicles that are found to exceed the speed limits. The OHS instruction for heavy and large vehicle drivers has been published by the port operator.

10.4. Issues for those carrying Dangerous Goods that will arrive/leave the coastal facility by sea (day/night signs to be displayed by ships and sea vehicles carrying dangerous goods at the port or coastal facility, cold and hot working procedures on ships, etc.)

Ships carrying explosive, flammable, combustible and similar Dangerous Goods shall display a B (Bravo) flag during the day and a red light that can be seen from all directions (360 degrees) at night, according to the International Regulation for Preventing Collision at Sea (COLREG).

10.4.1. Cold and Hot working on Ships Carrying Dangerous Goods in the Port

Ships and marine vessels in the port areas, unless permission is obtained from the Regional Port Authority, stated in the 22nd article of the Ports Regulation; repair, blasting and painting, welding and other hot work cannot be carried out to sea lifeboat and/or boat lowering or other maintenance work. If the ships and marine vehicles that will carry out these works are in the coastal facility, they have to coordinate with the coastal facility management. In accordance with the provision, the above-mentioned works on the ships in the port, including the ships carrying Dangerous Goods, are subject to the permission of the Regional Port Authority. Unless the necessary coordination is made with the port operator, such works cannot be carried out on the ship. It is ensured that the works related to the hot works to be done on the ships are carried out in accordance with the PR-OPR-011 Hot Work Permits Procedure for the Works with Dangerous Goods.

Minimum Safety Requirements for Performing Hot Work on Board:

- a) Before starting the hot process on the ship's deck or on the quay, the company officer or the ship agency that will carry out the hot process should have obtained written permission from the Regional Port Authority that the said hot process can be carried out.
- b) In addition to the safety measures requested by the Regional Port Authority, the company officer who will perform the hot work before starting the hot work should take all necessary additional safety measures on the ship and/or dock. Informs the port officer about the measures taken. These measures include:
 - Inspection of the local area and adjacent areas, including tests performed by accredited testing organizations to verify that areas are free from flammable and/or explosive atmospheres and, where appropriate, not deficient in oxygen;
 - Removal of dangerous loads and other combustible loads and objects from work areas and adjacent areas.
 - Combustible building elements (eg; beams, wooden partitions, floors, doors, wall and ceiling coverings) against accidental ignition
 - Sealing open pipes, pipe passages, valves, joints, gaps and open parts to prevent flames, sparks and hot particles from spreading from work areas to adjacent areas or other areas
 - A sign with hot work work permit information and safety precautions should be hung in the work area and also at all work area entrances. Work permit information and safety precautions should be easily visible and clearly understood by everyone involved in the hot work process.
- c) While performing hot work, the following points should be taken into consideration by the ship's captain and personnel:
 - Checks should be made to verify that the conditions have not changed.
 - At least one fire extinguisher or other suitable fire extinguishing equipment should be readily accessible for immediate use during hot work.
 - During hot work, after the hot work has been completed and when sufficient time has passed after the completion

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of the work in question, a fire detector should be placed in the area where the hot work is being done and in adjacent areas where danger may arise due to heat transfer.

10.5. Additional considerations added by the shore facility

10.5.1. Security

Various port security facilities and capabilities are available in the port area where dangerous cargo operations are carried out. The port facility is a port facility within the scope of ISPS Code, and the security team

It works in 3 shifts 24/7 and regularly patrols the port area. Port security is effectively ensured by means of 1 security vehicle at the port entrance-exit control points, wire transmission at a height and quality suitable for ISPS surrounding the port border, and indoor and outdoor cameras (CCTV) monitoring the entire port area. The number of vehicles and people entering and leaving the port is instantly recorded in electronic environment and can be monitored instantly.

The provisions of this guide will be carried out by the Operations Department, Planning Department and OHS Experts. The subcontractor company that works as a subcontractor in the port is also responsible for implementing the provisions of this guideline.

This guide and its annexes are inseparable parts of each other.