

# Valero Aruba Refinery - Pre Arrival Questionnaire

Revised April 2001

For all product and crude vessel's loading and discharging at Inner Harbors and Reef Berths, and for vessel's lifting bunkers only.

All vessels are required to submit following information, via agents to Valero Aruba Refinery a minimum of **72 hrs prior to arrival**. Please answer all questions. Reply N/A, to those questions that are not applicable. Ships arriving for bunkers need only answer questions one (1) through seven (7) and twenty (20) through twenty-five (25).

1. Vessel's name and Call sign.
2. Vessel's ETA Valero Aruba Refinery,
3. Nationality and Class Society.
4. Previous names.
5. Type of Hull (DH/SH/DS other) and Type of vessel (OBO/PROBO/O.O/PRODUCT TANKER)
6. a) GRT, b) NRT, c) SDWT, d) LOA, e) Distance BCM f) Moulded Breadth, g) Moulded Depth
7. h) Summer draft i) TPC.
8. Arrival and Estimated Sailing Drafts. (SW/FW).
9.
  - a. Is vessel ready to load /discharge upon arrival (If not state time required and reasons), and Max loading or discharge rates. (State Bbls/Hr)
  - b. If applicable, is vessel capable of loading or discharging more than one grade simultaneously and maximum loading or discharging rates for each grade?
  - c. For vessels arriving for discharge: Number of tanks with cargo for discharge.

- d. Method of sampling (closed or Open hatch)
- 10. Number size and product line up from forward to aft of vessels manifold connections, also include number/size of reducers available onboard.
- 11. Distance between Manifolds. (Terminal has 4-x10 inch, inner harbour and 4-x 16 inch at reef berths).
- 12. Maximum height from waterline to manifold during load or discharge.
- 13.
  - a. Is vessel fitted with Operational IG system
  - b. Date filters last changed?
- 14. For loadings, if applicable: Time required to inert tanks prior loading.
- 15. Type of
  - a. Tank coatings
  - b. Heating coils, if any.
  - c. Type and quantity of transit cargo, if any.
- 16. Last three cargoes carried (State last cargo first)
- 17. If applicable what type of tank cleaning performed by vessel, for present cargo.
- 18. Type of Ballast onboard, SB / CB etc and can vessel ballast/deballast concurrently with load/discharge operations, if not state time required for it. Does vessel comply with IMO Res A. 868 (20)
- 19. Type and quantity of Slops, if any.
- 20. Can vessel discharge slops concurrently with load/discharge. Distance bows to slops manifold.
- 21. If applicable, quantity and grades of Bunker requirement. Size and distance bow to bunker manifold.
- 22. Is vessel familiar with Valero Aruba Refinery's "Jetty Regulations and Port Information" (Revised Edition Oct/1997).
- 23. Are the vessel's Steering and propulsion systems operational and in good working order.

24. Does vessel have any defects / non-conformities which may affect safe and efficient cargo or maneuvering operations?
25. Vessel's ISM/SMC Certification date and certifying Authority.
26. Does vessel have ISO 9002/14001 Accreditation?

**All vessels calling at Valero Aruba Refinery, please note:**

- Valero Aruba Refinery Pilot Station is located at 12 degrees 25.60 minutes North and 069 Degrees
- 56.30 minutes West, for Inner Harbour and 12 degrees 25.60 minutes North and 069 degrees 57.20
- West for Outer harbour.
- Vessels berthing at Inner harbour required to use vessel's own Gangway/Accommodation Ladder. Please have appropriate means of access ready for use on arrival.
- Valero Aruba Refinery does not accept slops without prior co-ordination contact vessel agent for details.
- Vessels with bunker requirements must co-ordinate in advance between Valero Marketing & Supply Attn Mr. Randy Lemmond Phone: 1 210 345 2558
- On arrival vessel's to have ready and present either original or copy of the following documents to: **Valero Aruba Refinery Representative.**
  - For Loadings: Load/Stowage plan.
  - For Discharges: Complete set of consignee / receivers documents, to include load port
  - Cargo inspectors reports, cargo analysis, OBQ and Ullage reports, bunker survey, VEF and Statement of Facts /Time Log etc.
  - For all vessel's: Completed most recent edition of Vessel Particular Questionnaire (OCIMF),
  - Ballast Water Reporting Form (IMO Res A 868 (20)), TVE (USCG) or LOC which ever applicable.

**VEF info sheet with the last 20 voyages. If the vessel has less than 20, then the terminal requires all available.**

- AA) Last port
- BB) Next port
- CC) Master's full name
- DD) Any medical attendance anticipated
- EE) Any crew changes anticipated
- FF) Cellular rental required
- GG) Fresh water required
- HH) Any ship spares expected
- II) (For discharge) Original B/L on board and if vsl can discharge on arrival
- JJ) Vessel's contact numbers & email address if available
- KK) If discharging in the USA please confirm SCAC code
- LL) Any other requirements
- MM) Owners/Cargo/Charterers surveyor expected? If yes which one (s)

**Pls confirm E.T.A. Aruba as follows: 72 / 48 / 24 / 12 hours prior to arrival**

Valero Aruba Refinery is monitoring on VHF channel 08/16 "Valero Marine" and "Maduro Shipping Agency Aruba" is monitoring on VHF channel 10

**Port Documents for clearing the ship on arrival for agent:**

- 5x Crew list
- 1x Crew effects
- 1x Ship stores & provisions list
- Last Port Clearance

- 1x Ship's Particulars
- 1x Nil list
- 2 x Copy B/L & cargo manifest

**Agency Contacts:**

Boarding officers on duty	Office (297) 5282343
	Mobile (297) 733.0847
Fax	(297) 582.6136
E-mail	<a href="mailto:operations@selmaduro.com">operations@selmaduro.com</a>
after Hours.	
Operations Supervisor	(297) 733 6347 / Mr. Donny Paula
Shipping Manager	(297) 733 0848 / Mr. Graceo Dunlock