

Oil Terminal Regulations



Owner and operator

Ambrian Energy GmbH

Windhukstraße 1-3
28237 Bremen
Germany

P +49 [0] 421 649 200

E contact@ambrian-energy.de

1. General

These Oil Terminal Regulations stipulate the basic rules to be observed for employees, external companies, deliveries, transporters and other visitors of Ambrian Energy GmbH. Ambrian Energy GmbH is subject to the extended obligation of the Hazardous Incident Ordinance (12th BImSchV) and, furthermore, meets the requirements of the International Ship and Port Facility Security (ISPS) Code.

2. Scope of application

These Oil Terminal Regulations apply to the entire premises of Ambrian Energy:

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By entering, delivering mineral oils, fuels, goods, equipment or spare parts, removing mineral oils, fuels, waste or driving on the company premises, visitors, deliverers and transporters accept these Oil Terminal Regulations, the safety and work instructions for external companies and the general terms and conditions of Ambrian Energy GmbH. All documents are available for inspection by the management and can also be downloaded from our website.

3. Responsibilities

Management:

Mr Pätzold P +49 [0] 421 649 201 80

Mr Balke P +49 [0] 421 649 201 2

Mr Sturmheit P +49 [0] 40 808 0550 10

Operations management:

Mr Kaminsky P +49 [0] 421 649 201 7

Technical management:

Mr Kadereit P +49 [0] 421 649 202 5

4. Execution and performance

4.1. Right of access and access road

- Operating and opening hours:
Mon. 00.00 - Sat. 12.00
(at other times only by appointment)
- Unauthorised persons are prohibited from entering the company premises.
- Visitors, suppliers or external companies must register in the administration building (entrance area, check-in) immediately after entering the company premises.
- Truck drivers will receive an ID card and PIN as proof of identification for accessing and using the loading facilities.

- Truck drivers without an ID card must report to the check-in immediately after entering the vehicle. Employees of Ambrian Energy GmbH will instruct them there.

4.2. Behaviour on company premises

- The road traffic regulations (StVO) apply on the company premises.
- The speed limit is 10 km/h.
- **Smoking is absolutely prohibited** on the entire company premises.
- Vehicle heaters and other electrical equipment must be switched off for reasons of explosion protection. Battery-powered devices (such as mobile phones, radios or cameras) must not be carried.
- Traffic routes must be kept clear. In particular, doors and gates along escape routes or other escape openings must not be closed, blocked or obscured.
- Please note that parking on the company premises outside the visitor parking spaces is not permitted. Car parking spaces may also not be used as parking spaces for tankers.
- Tankers may only be parked in the designated spaces and only with the approval of the technical management.
- The instructions of Ambrian Energy GmbH employees must be strictly followed.
- The current occupational health and safety regulations must be observed when carrying out work on the company premises.
- Inspections in accordance with dangerous goods regulations are carried out randomly and unannounced.
- Fittings and other equipment may only be operated in accordance with the instructions and with the permission of the oil terminal personnel.
- Objects may not be collected or taken on the company premises. Violations will be prosecuted.
- Photography and filming are only permitted with the approval of the management.
- The necessary work permits for external companies on the company premises are issued by the technical manager or his/her deputy.
- Company vehicles may only be operated with a valid driving licence.
- The tank layout can be found in the current stock list.
- The entire company premises must be kept clean. This means that Any waste must be taken with you. It is not possible to dispose of it in the oil terminal.

4.3. Fire safety organisation

The fire safety organisation of Ambrian Energy GmbH is defined in the fire safety regulations. Notices in the event of a fire are posted on all buildings. Additional information on operational emergency planning can be found in the alarm and hazard prevention plan of Ambrian Energy GmbH. This can be found in our security centre.



Should a hazardous situation arise on the company premises, it will be signalled visually and acoustically: Behavioural instructions will be given via loudspeakers and the intercom.

- All employees and visitors must observe the emergency plan.
- Every fire must be reported to the management immediately. Furthermore, the oil terminal must be shut down immediately and the shut-off valves on trucks and containers must be closed. The following must be reported immediately via the nearest push button fire alarm or by telephone:

**WHERE has WHAT happened and WHO is reporting it?
Phone 112**

- Keep calm and assess the situation. At all times, act according to the principle of:

Rescuing people is more important than fighting fires

- All persons must leave the danger zone as quickly and in as orderly a manner as possible. Persons from outside the company may need to be instructed.
- Escape and rescue routes are marked: Escape and rescue plans are posted on all buildings. The assembly points are signposted.
- Sufficient hand-held fire extinguishers are available to fight local fires. Their locations are marked in the escape and rescue plans. Be sure to protect yourself when attempting to extinguish it. Doors and windows must be closed. Further fire-fighting measures will then be initiated by employees of Ambrian Energy GmbH.
- Items or substances may only be stored at workplaces in quantities that do not endanger workers. Hazardous work materials may only be stored at the workplace in the amount required for the work to be carried out.

5. Miscellaneous

- The handling of operating and safety equipment, maintenance and servicing, acceptance and handover of goods and verification thereof are described in the relevant instructions.
- Defects or damage to devices or equipment on the company premises must be reported immediately to the company management.

Personal protective measures

- Protective clothing, anti-static safety shoes and protective helmets must be worn in the storage area and at filling points
- **All** injuries (including minor injuries) must be reported in the log books in the first-aid boxes. Their locations are marked in the escape and rescue plans.
- Hazardous areas must be secured and potential sources of danger eliminated.
- If liquids hazardous to water leak in small quantities, the binding agents provided must be used immediately and then placed in the receptacles provided. Larger quantities must be extracted from the containment area and transferred to suitable tanks or disposed of. Please note that the incidents are recorded in the operations log as 'special incidents'.

- In the event of major oil spills, failure of tanks or pipes etc., the system must be shut down immediately in accordance with the emergency plan and the fire brigade must be alerted. The spread of oil (particularly into water bodies, shafts and underground pipelines) must be prevented. Shut-off devices must be closed. Furthermore, the accident must be reported to the following authorities immediately and the system must not be put back into operation until it has been approved by them:

Gewerbeaufsicht Bremen (Occupational Health and Safety Inspectorate)

Parkstraße 58/60
28209 Bremen
Germany

P +49 [0] 421 362 61

Authority for Damage Management and Immediate Measures

Parkstraße 58/60
28209 Bremen
Germany

P +49 [0] 421 362 61

6. Liability

In the event of a violation of the safety regulations listed in these Oil Terminal Regulations and other applicable documents, Ambrian Energy GmbH reserves the right to refuse entry. The party causing the damage and its agents shall be jointly and severally liable under the aspect of liability for risk, intent and negligence for direct and indirect damage caused by visitors or external companies.

7. Place of jurisdiction

The place of jurisdiction is Bremen, HRB 12255 Bremen

The Oil Terminal Regulations shall enter into force on the date of signature.

signed Pätzold

signed Sturmheit

Signature of the management of Ambrian Energy GmbH