

3-1 Regulations Governing Harbor Working Boats of Mailiao Industrial Harbor Administration

Chapter 1 General Provisions

Article 1 These provisions are governed by Article 24 of the "Practices Governing the Planning and Construction of Industrial Harbors or Industrial Wharfs".

Article 2 This operating regulation is formulated to facilitate smooth vessel entering and exiting processes at the Mailiao Industrial Harbor Administration (hereinafter referred to as the 'harbor'), to ensure the safety of vessels, harbor facility, and operating personnel, and to provide a standard guideline for the harbor working boat designation, current duty, and safety & health operation to follow.

Article 3 Harbor working boats at this harbor are operated by the Mailiao Industrial Harbor Administration Company (hereinafter referred to as 'Mailiao Harbor Company') or its agents.

Chapter II Types of Harbor Working Boats and Organizational Personnel

Section 1 Types of Harbor Working Boats and Berths at This Harbor

Article 4 Type of Harbor Working Boats at This Harbor

I. Tugboats: There are tug and fire boats with 5,000 horsepower, tug and fire boats with 4,000 horsepower, push-type tug and maritime pollutant control boats with 2,400 horsepower, and tugboats with 1,600 horsepower.

II. Harbor working boats with 1,300 hundred horsepower.

III. Other Working Boats

For the specification and quantity of harbor working boats, please refer to Appendix 1.

Article 5 On average days, the harbor working boats berth at the dock basin of the harbor and are randomly assigned by harbor working shift personnel (hereinafter referred to as 'shift personnel') depending on their tasks at hand.

Section II Organizational staffing

Article 6 Crew members on the harbor working boat are assigned in accordance with the statutory staffing.

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Chapter III Harbor Working Boat Dispatching Operation

Section 1 Tugboat Dispatching Principles

Article 7 Designation Principles:

- I. A vessel with 5,000 tonnage (exclusive) and below shall be assisted by a tugboat with 1,600 horsepower.
- II. A vessel above 5,000 tonnage (inclusive) and below 15,000 tonnage (exclusive) shall be assisted by two tugboats, one with 1,600 horsepower and the other with 2,400 horsepower.
- III. A vessel above 15,000 tonnage (inclusive) and below 30,000 tonnage (exclusive) shall be assisted by 2 tugboats with 2,400 horsepower each.
- IV. A vessel above 30,000 tonnage (inclusive) and below 50,000 tonnage (exclusive) shall be assisted by 2 tugboats with 2,400 horsepower each and 1 tugboat with more than 4,000 horsepower.
- V. A vessel above 50,000 tonnage (inclusive) and below 100,000 tonnage (exclusive) shall be assisted by 3 tugboats with more than 4,000 horsepower each.
- VI. A vessel above 100,000 tonnage (inclusive) shall be assisted by 4 tugboats with more than 4,000 horsepower each.

If the vessel meets any one of the following descriptions, the number of tugboats may be reduced in accordance with sea climate and weather conditions. However, there must be at least one tugboat after reduction:

- I. In case of wind strength of 18 meters/second (inclusive) and below, a large vessel with 30,000 tonnage (inclusive) and above could have one tugboat reduced while leaving the harbor with a light load, except for the very large crude carrier (VLCC) berthing at West 2 Pier and West 3 Pier.
- II. A vessel above 5,000 tonnage (inclusive) and below 30,000 tonnage (exclusive) equipped with enough horsepower and a normal lateral thruster propeller can have 1 tugboat reduced after receiving full permission from the harbor pilot.

Since the water channel between East 9 Pier and East 10 Pier is quite narrow, vessel berthing at the southern part of East 9 Pier and northern part of East 10 Pier should be assisted by 2 tugboats when exiting the port. A vessel below 5,000 tonnage (exclusive) shall be assisted by

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one additional tugboat with 1,600 horsepower. On the other hand, a vessel above 5,000 tonnage (inclusive) and below 30,000 tonnage (exclusive) shall be assisted by 2 tugboats originally designated.

Non-powered vessels and the limit-powered vessels shall have the tugboat number designated in accordance with actual needs. In case of poor weather or emergency conditions, there is no such limitation to the tugboat number designated.

Article 8 The tugboat is dispatched by taking Article 7 as standard. When the shipowner or the harbor pilot applies for additional dispatches, the cost shall be charged in accordance with the horsepower or quantity of the actual tugboat in use. Due to tugboat dispatching factors, if a tugboat originally intended to be dispatched is replaced by a tugboat with different horsepower, the billing method shall be referred to as follows:

(I) When a tugboat with small horsepower is to be replaced by a tugboat with large horsepower, the billing shall be made in accordance with the tugboat originally intended to be dispatched.

(II) Under a special situation where the harbor pilot agrees that the tugboat with large horsepower is to be replaced by a tugboat with small horsepower, the billing shall be made in accordance with the horsepower of the tugboat in use.

Article 9 The shipowner and the harbor pilot shall use the tugboat in accordance with the specifications prescribed in Article 7. Aside from meeting the tugboat reduction criteria provided in Paragraph 2 of Article 7, the number of tugboats shall not be reduced voluntarily. If the shipowner or the harbor pilot sees a need to dispatch additional tugboats, additional tugboats could be dispatched in accordance with the actual needs.

Section 2 Pilot Boat Dispatching Principles

Article 10 In addition to allowing the harbor pilot to board and operate, the pilot boat can also serve as a transportation boat, but the number of people carried shall not exceed the statutory limitation.

Section 3 Substitute Vessel Dispatching Principles

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Article 11 During the entrance and exit operation in a trestle bridge port, the Shipping and Transportation Management Team of the Harbor Company may dispatch a substitute vessel to assist with the rope releasing operation. In case of special circumstances such as the vessel machinery malfunctioning, the substitute vessel may be dispatched when the harbor pilot asks for assistance.

Chapter IV Crew on Duty

Section 1 General Provisions

Article 12 The crew shall strictly follow the relevant provisions of the "International Regulations for the Prevention of Collisions at Sea" and the "International Convention on Standards of Training, Certification, and Watch-keeping for Seafarers (STCW)".

Article 13 The crew on duty shall wear safety helmets, safety shoes, life jackets, and/or other necessary protective equipment. In case of a rainy day or wet deck, make sure anti-slip measures are taken to protect personnel safety.

Article 14 Tidal differences shall be taken into account while tying rope at a dock to prevent excessively tight rope during low tide and tilted hull during high tide. The crew on duty shall check the rope tightness at all times to make appropriate adjustments.

Article 15 The crew shall never leave his/her post when on duty.

Article 16 The crew on duty is strictly prohibited to take drugs or alcohol. His/her urine standard shall not be detected with traces of drugs, nor shall his/her breath alcohol level and blood alcohol concentration exceed the standard level of 0.15 mg/liter and 0.03% respectively, which shall be changed in accordance with statutory updates.

Section 2 Precautions Before Operation

Article 17 The crew on duty shall be assigned to the harbor working boat depending on the gross tonnage of entering and exiting vessels, estimated time of arrival (ETA), and estimated time of departure (ETD) as listed in the "Vessel Entrance and Exit Schedule". The captain of the harbor working boat shall also fill out a "Harbor Working Boat Application Form".

Article 18 Before proceeding, the captain shall first check to ensure that the main host, the minor host, the light, the whistle, the streamer, the life-saving equipment and the radio are maintained in good working order.

Article 19 The Chief Engineer shall open the submarine valve before turning on the

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machinery and close the submarine valve after turning off the machinery.

Article 20 Before exiting the port, ensure the main host, the minor host, the life-saving equipment and sea climate are all under normal conditions.

Article 21 The captain shall listen to the very high frequency (VHF) harbor working channel at all times and maintain regular contact with the signal station and harbor pilot.

Section 3 Precautions During Operation

Article 22 When the harbor working boat is entering or exiting the dock basin, make sure to slow down and keep alert of the surroundings to avoid collision.

Article 23 While the harbor pilot boat is in operation, make sure that an international common flag and a ROC harbor pilot flag are hung at the mast.

Article 24 The captain shall remain vigilant at all times. In case of critical conditions or any conditions that put personnel and boat in danger, necessary safety measures shall be taken immediately.

Article 25 When the tugboat arrives on site, the captain shall report to the harbor pilot through very high frequency (VHF) and receive instructions to assist the vessel with harbor entrance and exit as well as dock berthing and dock leaving operations. If the harbor pilot indicates that the tugboat, the harbor facility, or other vessels are in danger, the captain shall explain in detail to the harbor pilot and take appropriate countermeasures. At the same time, the captain shall also report to the manager of the Harbor Working Boat Operating Unit and keep a record.

Article 26 While assisting with a chemical tanker, the tugboat shall be equipped with necessary protective devices.

Article 27 While the tugboat is in operation, the operator shall not smoke.

Article 28 While assisting with a dangerous goods carrier, the tugboat shall avoid the occurrence of electrostatics or flash fire.

Article 29 Tugboats in operation shall always show the signal label and the signal sign as regulated. While navigating, make sure attention is paid to the wind direction, water current, and waterway safety. Maintain an appropriate speed as necessary.

Article 30 While assisting vessels with harbor entering, harbor exiting, wharf berthing, and wharf leaving processes, the tugboat must make good use of the tug rope. While tying or releasing the tug rope, make sure collision is prevented with other vessels as well as rope winding with the propeller.

Article 31 While the tugboat is in operation, make sure close attention is paid to the tightness of the tugging rope to avoid improper acceleration or rope breakage that may

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inflict potential danger upon the personnel and the tugboat.

Article 32 If potential danger may be inflicted upon the tugboat while it is in operation, the captain shall release the tugging rope and inform the harbor pilot to take appropriate countermeasures.

Section 4 Precaution After Operation

Article 33 After the operation is completed, the captain shall fill in the "Harbor Working Boat Usage Form" with the starting time and ending time of the harbor working boat operation, before handing it over to the next shift for confirmation.

Article 34 After the "Harbor Working Boat Usage Form" is fully confirmed by the next shift, the starting time and ending time of the harbor working boat operation along with the respective working boats involved shall be uploaded onto the official website of the Mailiao Industrial Harbor Administration.

Section 5 Precautions Outside the Harbor

Article 35 Radar shall be used for harbor working boat navigation outside the harbor.

Article 36 The chart of navigation shall be updated to the latest version, and the captain shall interpret it correctly and confirm the harbor working boat position at any time.

Article 37 In the event of poor visibility, navigation lights or various fog warning signals shall be turned on.

Section 6 Troubleshooting

Article 38 Faced with any of the following abnormal conditions, the captain and the chief engineer officer shall take necessary precautionary measures. Aside from reporting to the signal station through very high frequency (VHF), make sure to record it down on the "Harbor Working Boat Log":

1. Visibility deteriorated.
2. There are some other vessel activities taking place within the operational scope of this harbor working boat which may inflict potential danger upon this harbor working boat.
3. Some abnormal floating objects and malfunctioning navigation lights are found within the harbor area.
4. Some abnormalities are found in the main host, steering gear, or other major navigational equipment.

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5. Pollution incidents take place within the harbor.

6. Other security concerns.

Article 39 In case of smuggling, illegal immigration, and other illegal acts, make sure it is reported to the signal station, which will relay the information to the competent authority for further handling.

Chapter 5 Safety Management

Section 1 Life Saving, Fire Protection, and Safety Protection Equipment for Harbor Working Boats

Article 40 According to "The Law Of Ships" and other vessel safety laws and regulations, harbor working boats shall be equipped with life rafts, life jackets, life rings, self-igniting lights, self-propelled aerosol signals, parachute signals, emergency position indicator radio beacons (EPIRB), radar answering machines, emergency axes, portable fire extinguishers, firefighters equipment, fire buckets, fire hose cabinets, fire hoses, nozzles, shore connections, firefighting pumps and other fire/safety equipment, all of which shall be clearly labeled.

Article 41 The hull layouts shall be suspended at obvious places so that the crew can understand the location of all cabins, life-saving equipment, fire protection equipment, and emergency evacuation routes throughout the entire vessel.

Article 42 The door for personnel access shall be kept clear at all times to prevent evacuation route obstruction in case of emergency.

Article 43 The crew shall have the skills as required by the International Convention on Standards of Training, Certification, and Watch-keeping for Seafarers (STCW) including operational certification on personnel survival skills, basic first aid, fire prevention & control, personnel safety & social responsibility, lifeboat operation, rescue boat manipulation, and voyage duty.

Article 44 Fire extinguishers shall be regularly refilled, inflated, repaired and maintained. For fire extinguishers that have passed expiration or are not in a usable condition, make sure to refill, inflate, repair, maintain, or update.

Article 45 Survival equipment shall be regularly inspected and tested to ensure that it is in good condition at all times. Ensure applications are made to local navigation authorities for inspection and renewal of safety certificates in accordance with the existing provisions.

Article 46 All kinds of fire extinguishers shall be checked on a monthly basis and the inspection results shall be filled in the "Fire Extinguisher Inspection Record Card". Other fire protection equipment shall be inspected and recorded on a monthly basis.

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Section 2 Practice Drills for Survival and Fire Extinguishing

Article 47 A survival and fire distinguishing chart shall be hung at obvious places on the harbor working boat. Survival and fire distinguishing drills shall be carried out at least once a week and recorded on the "Harbor Working Boat Log".

Section 3 Precautions for Fire and Explosion

Article 48 Since the harbor working boats are subjected to the fire control area, it shall be strictly controlled in terms of welding, gas welding, burn cutting, fire spraying or other hot work that may produce a spark, flame, or heat. Please take the Practices Governing Work Safety Permission and Management of Mailiao Industrial Complex as a standard.

Article 49 Personnel shall never bring tinder or other materials that may produce a spark, flame, or heat onto the harbor working boats.

Article 50 Smoking is disallowed on harbor working boats except for the designated smoking areas.

Article 51 Insulators that may induce or generate static electricity during operation shall be grounded or fitted with a static eliminator.

Section 4 Precautions for Typhoon

Article 52 After the release of a typhoon warning, captains shall always pay close attention to the typhoon situation and take the following countermeasures:

1. Check to see if the watertight doors and windows are properly locked. Fix any fixtures or equipment that are vulnerable to vibration.
2. Check to see if rain gear and lighting equipment is properly stocked and in good condition.
3. Personnel are required to stay away from out-of-cabin activities and pay close attention to their own personal safety.
4. Make sure that the drainage system is not clogged up with foreign matter.
5. Check to see if staked items are stable and appropriate.
6. Non-fixed objects on the deck shall be moved into the cabin for placement and fixation.
7. Check to see if any equipment is damaged during the typhoon and take countermeasures to repair and maintain it immediately.
8. Check to see if any equipment is damaged and report the severity of the damages after the typhoon is over. Ensure the restoration of the equipment to its original state.

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Chapter 6 Harbor Working Boat Certificate Management

Article 53 Harbor working boat unit shall maintain the certificate validity of each harbor working boat in accordance with existing provisions. If any amendments have been made to the data of the registered harbor working boat, ensure application is sent to the local navigation authority for the amendment registration.

Chapter 7 Supplementary Provisions

Article 54 These provisions shall come into force after approved by the central competent authority and the same applies to any amendments made to these provisions.

Annex

Annex I: Harbor Working Boats of Mailiao Industrial Harbor Administration

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Vessel Name	Vessel Type	Gross Tonnage	Horsepower	Vessel Quantity	Feature	Fire Protection Equipment	Seaworthiness
MAILIAO1501 MAILIAO1502	Tug & Fire Boat	430	5000HP	2	Pull Type	1. Foam 2. Water	Coastal
MAILIAO1401 MAILIAO1402 MAILIAO1403 MAILIAO1404	Tug & Fire Boat	326	4000HP	4	Pull Type	1. Foam 2. Water	Coastal
MAILIAO1241 MAILIAO1242	Tug & Maritime Pollution Control Boat	276	2400HP	2	Push Type		Coastal
MAILIAO1161	Tugboat	199	1600HP	1	Push Type		Coastal
MAILIAO1131	Harbor Working Boat	42	1300HP	1			Coastal
MAILIAO1101 MAILIAO1102	Harbor Working Boat	46	940HP	2			Coastal
MAILIAO303	Harbor Working Boat	78	940HP	1			Coastal