

5. Regulations Governing Port Management & Maintenance at Mailiao Industrial Harbor Administration

Chapter 1 General Provisions

Article 1 These provisions are governed by Paragraph 1, Article 38 of the "Practices Governing the Planning and Construction of Industrial Harbors or Industrial Wharfs".

Article 2 These provisions are formulated to effectively implement the traffic control, construction works, facility maintenance, and EHS management at the harbor area.

Chapter 2 Harbor Traffic Control

Article 3 Access Control to the Harbor:

Personnel and vehicles gaining access to and leaving from the port shall present their access permit and receive inspections from the Mailiao Industrial Harbor Police Department of Taichung Harbor Police Department (hereinafter referred to as the 'harbor police department').

Article 4 Water Traffic Control at the Harbor Area

I. Vessels authorized to gain access to or leave from the harbor by the management team of Mailiao Industrial Harbor Administration (hereinafter to as the 'management team') shall have their arrival, departure, or anchoring process fully controlled by the signal station of the Mailiao Industrial Harbor Administration Company (hereinafter referred to as the 'harbor company').

II. For vessels entering the harbor without authorization and navigating or operating in the waters of the harbor area voluntarily, the harbor company shall refer the case to the management team.

III. Vessels gaining access to and leaving from the port shall be controlled in accordance with the "Precautions for Vessels Gaining Access to and Leaving from the Mailiao Industrial Harbor Administration".

IV. Vessels shall sail slowly at a safe speed within the harbor area and shall not sail side by side with or overtake other vessels or interfere with the sailing of other vessels. In the event that other vessels are engaged in diving, surveying, dredging, buoy repairing, or other water or underwater operations, ensure caution to avoid or pass by slowly.

V. A vessel without a license is prohibited to sail within the harbor area. For those who have special needs, inform the harbor company to refer the case to the management team.

VI. For vessels which must take refugees at the harbor, the management team shall refer the case to the relevant authorities. The vessel may be rejected if any one of the following descriptions are met:

(I) The vessel is carrying dangerous goods with safety concerns.

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(II) The vessel is carrying patients with infectious diseases or suspected symptoms which may affect the domestic epidemic prevention and control. Furthermore, the harbor doesn't have the capability to deal with it.

(III) The vessel hull is seriously damaged with the risk of sinking.

(IV) Other violations of laws and regulations or there is no such necessity for the vessel to gain access to the harbor.

VII. Vessels taking refugees at the harbor shall make up for the following formalities immediately:

(I) Fill in the port of entry report, passenger list, and cabin crew roster before sending them to the Maritime Port Bureau (MOTC) for further inspection and to the management team for future reference.

(II) Vessels taking refugee at the port shall submit the maritime report to the Maritime Port Bureau (MOTC) for confirmation and signing.

(III) The Captain shall submit the necessary documents to the Maritime Port Bureau (MOTC) for inspection and examination.

Article 5 The Harbor Police Department shall be responsible for the access control at the harbor. Personnel, vehicles, and vessels gaining access to or leaving from the port shall be controlled. In addition, the harbor company shall also assist with the access control at the harbor.

Article 6 Vehicles gaining access to the dangerous goods wharf area shall be equipped with an exhaust pipe flame arrester or an anti-explosion device and receive an inspection from the port operation authority.

Chapter 3 Harbor Construction and Operational Management

Article 7 Before engaging in the following engineering operations at the harbor area, submit the construction site layout, floor plan, and relevant illustrations. After the management team approves and refers the case to the Central Competent Authority for future reference, the engineering operations may begin.

I. Engineering on Land:

(I) Construction, improvement, alteration, or demolition of buildings.

(II) Construction and demolition of water supply, drainage, petroleum and chemical pipelines as well as electricity and telecommunication equipment.

(III) Installation or removal of hoisting and lifting equipment.

(IV) Construction, alteration, or demolition of various delivery equipment.

(V) Changes in topography.

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(VI) Other engineering matters.

II. Engineering above Water or Under Water:

(I) Marine salvage.

(II) Construction, alteration, or demolition of structures.

(III) Construction or demolition of underwater cables, water pipes, oil tubes, or other delivery equipment.

(IV) Placement and retraction of buoys, dobbers, and other navigation signs.

(V) Diving, blasting or dredging works.

(VI) Other engineering matters.

Construction site locations shall be noted on the construction layout mentioned previously.

For engineering on land, label the roads and affiliated buildings. For engineering on water or underwater, label the affiliated facilities nearby. The scale of the construction layout shall be no less than 1:5000. Surrounding boundaries of the construction sites shall also be noted on the floor plan and the scale shall be no less than 1:200.

Article 8 Before carrying out the following operations at the port, ensure receipt of full permission from the harbor company. There shall be no behavior that damages or impedes the harbor facilities from operating normally.

I. Holding a launching ceremony, trial run, or navigation instrument calibration for the new vessel.

II. A vessel gaining access to or leaving the dock.

III. Engaging in welding and melt cutting operations.

IV. Engaging in life-saving drills in the water.

V. Holding various kind of drills or rituals.

VI. Impeding vessel navigations and port facilities from operating normally.

VII. Casting signal flares, fireworks, or other explosive.

VIII. Other behaviors that impede the port facilities from operating normally.

Article 9 Before carrying out the refueling operation within the harbor, the vehicle shall arrive at the designated location at the backstage of the dock. During the operation, a warning zone shall be drawn out and fire protection & pollution control equipment shall be prepared on site.

Chapter 4 Harbor Facilities Maintenance and Management

Article 10 Facilities at the Harbor

I. Breakwater: refers to the breakwaters located on the western part and southern part.

II. Waterway: refers to the outer waterway outside the breakwater, the inner waterway within the breakwater and the maneuvering basin.

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III. Navigation Facilities: refers to the range light, lighthouse, waterway buoys and other facilities.

IV. Signal Station Facilities: refers to the vessel transportation service (VTS) and maritime weather equipment.

V. Dock, floating fender and berthing area.

VI. Harbor Working Boat Dock Basin: For harbor working boats to berth, refuel, and add water.

VII. Repairing Slipway: For harbor working boats to get repairs, inspections, and maintenance.

Article 11 Harbor Facilities Maintenance and Management Responsibilities

I. The engineering group of the harbor company (hereinafter referred to as the 'engineering group') is responsible for the maintenance and management of the breakwater, harbor working boat dock basin, repairing slipway, and civil facilities at the public wharf area, while the port operation authority is responsible for the arrangement of the dedicated wharf.

II. The shipping and transportation management team of the harbor company (hereinafter referred to as the 'shipping and transportation management team') is responsible for the maintenance and management of the waterway and harbor water depth.

III. The shipping and transportation management team shall be responsible for the maintenance and management of navigation and signal station facilities, while the Maritime Port Bureau (MOTC) shall be responsible for the installation and management of lighthouse lighting and embankment navigation facilities.

IV. The authority in charge of the maintenance and management of harbor facilities carry out regular patrols to confirm that all harbor facilities are in a normal condition.

III. The harbor company, port operation authority, and harbor working unit shall be responsible for all harbor facilities within the harbor. If any damages and abnormalities are discovered, report to the maintenance and management authority for further handling.

Article 12 When a vessel bumps into a harbor facility such as a breakwater or a wharf, the vessel in charge of the incident shall submit a maritime report to the Maritime Port Bureau (MOTC) and receive an investigation in accordance with the existing provisions. The facility owner shall assign personnel to meet with the shipowner or his/her agent in charge of the incident. The facility owner may also invite relevant personnel to inspect the damages to the facility and require repair, compensation or a considerable amount of financial guarantee from the vessel in charge of the incident. Otherwise, the facility owner may apply to the management team and Maritime Port Bureau (MOTC) to forbid the vessel from gaining access to or leaving the port.

Chapter 5 Harbor Environment & Health Management

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Section 1 Harbor Pollution Prevention and Control

Article 13 Waste Removal at the Harbor District

I. While the vessel is loading or unloading or other public or private businesses are operating within the harbor district, all waste oil, wastewater, solid waste, and garbage generated shall be fully removed without being discharged or left behind in the harbor district. Those who refuse to remove the waste, the harbor company or the port operation authority will remove the waste for them and all charges incurred from the waste removal shall be borne by the shipowner or the violator.

II. Vessels at the harbor shall follow the "Regulations Governing the Waste Removal from Vessels Berthing at Mailiao Industrial Harbor Administration".

Article 14 Pollution Clearance at the Harbor District

I. The pollution source at the harbor district shall be fully identified and the violator shall be asked to remove the pollution source. Violators who refuse to accept the advice shall be reported to the environmental protection unit.

II. Ensure that there are no following pollution incidents within the harbor district. Violators shall be reported to the environmental protection unit without exception:

(I) Smoke Discharge Standards for Vessels: Pollutant particles escaping into the air that can be detected by the naked eye.

(II) Personnel or vehicles gaining access to or leaving the harbor district shall never use a loudspeaker, while automobiles or motorcycles shall never honk relentlessly.

(III) Do not spit, defecate, spit betelnut juice, or litter.

(IV) Do not post signs or advertisements.

Section 2 Harbor Security & Health Patrol

Article 15 In order to ensure safety at the harbor district, the harbor security group of the harbor company (hereinafter referred to as the 'harbor security group') shall designate dedicated personnel to carry out a security patrol every day. The port operation authority shall also designate dedicated personnel to carry out a security patrol at the dedicated dock area and vessel loading & unloading areas. If any operating personnel on site were to find any abnormalities, he/she shall inform the harbor security group or port operation authority immediately for further handling.

Items for security patrol are listed as below:

I. Harbor Order and Appearance:

(I) There is no traffic congestion both on land or on water.

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(II) Vehicles and personnel gaining access to the harbor district all present their access permit in accordance with the existing provisions.

(III) All signs and flags on the vessel are properly installed in accordance with the existing provisions.

II. Harbor Security:

(I) Vessels undergoing construction, repair, and maintenance at the harbor district all fill out an application in advance and operate in accordance with the existing provisions.

(II) In the event of a typhoon, all vessels at the harbor shall ensure enhanced protection and taken relevant safety measures.

(III) Fire equipment is configured in accordance with the existing provisions.

(IV) All operators are wearing their safety helmet, safety shoes, and other protection gear in accordance with the existing provisions.

III. Harbor Environment & Sanitation:

(I) The water surface is free of oil pollution, garbage, or floating materials within the harbor district.

(II) The ditch is not congested with foreign matter while spaces on either side of the road are clean within the harbor district.

(III) Dock floors are kept clean within the harbor district.

(IV) There are no other matters that affect the cleanliness and appearance of the harbor district.

IV. Vessels at the harbor shall not violate the following regulations:

(I) Do not honk the steam whistle relentlessly.

(II) Do not litter.

(III) Do not abuse the use of searchlights or other similar lights to avoid affecting the navigation safety of other vessels.

(IV) Do not catch fish within the harbor district.

(V) Vessel loading or unloading of dangerous goods at the harbor district shall put up a warning sign.

(VI) Oil tankers in operation shall be surrounded by an oil boom on the water surface.

(VII) Non-operating vessels, personnel, and vehicles shall not gain access to the warning area where vessels are loading or unloading dangerous goods.

(VIII) Vessel berthing at the harbor shall have its rope installed with a rat wall in accordance with the existing provisions.

(IX) Vessels shall not emit smoke into the air.

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V. Harbor Facility Repair and Maintenance:

- (I) Breakwaters, docks, and harbor working boat canals are not damaged.
- (II) Dock floating fenders are not damaged.
- (III) Navigation signs are not relocated or damaged.
- (IV) Road-side illumination equipment within the harbor district is not damaged.

Article 16 Patrol Report:

- I. Security patrol personnel of the harbor security group shall fill in the "Patrol Report of Mailiao Industrial Harbor Administration" in accordance with the actual security patrol conditions in the harbor district and submit it to the manager. Security patrol personnel of the port operation unit shall report to the manager in accordance with the actual patrol conditions in the dedicated dock district. In the event of an accident or irregularity, inform the management team of the harbor company in writing immediately. In case of emergency or major violation, report to the relevant unit for further handling.
- II. If an item discovered during the security patrol involves technical skill, contact a technician from a relevant unit for support.
- III. During the security patrol, if irregularities are found to be under the jurisdiction of a public authority or must be resolved by a public authority, report to the relevant management authority.

Chapter 6 Harbor Fire Management

Article 17 Fire Equipment and Its Configuration

The harbor company shall be responsible for the fire equipment configuration at the industrial harbor district, while the equipment owner shall be responsible for the fire equipment configuration at the dedicated dock district.

Article 18 Fire Equipment Maintenance and Management

- I. Offices and operating sites at the harbor district shall be installed with fire extinguishers. Pay close attention to the expiration date to avoid failure or leakage.
- II. Site operation units shall be responsible for the protective equipment.
- III. Facility owner shall be responsible for the fire hydrant system.
- IV. Harbor working boat operating unit shall be responsible for the fire equipment on the harbor working boat.

Article 19 Fire Fighting Operation

- I. Be extra careful for the sources that are prone to start a fire such as electricity, electrostatics, mechanical friction, overheated materials, or open flames.
- II. All fire equipment shall be arranged, rectified, and shall not be obscured or blocked by

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other objects.

III. Fire Fighting and Rescue Operations:

(I) In case of abnormal heat sources, smoke, or fire alarms, suspend operations immediately. Find the root cause and adopt cooling or smoke extinguishing measures.

(II) If a fire starts, use the proper fire extinguisher depending on the type of fire and inform the site manager and harbor security group immediately. If the fire cannot be controlled and keeps spreading, seek assistance from the relevant unit in accordance with the "Disaster Prevention and Rescue Plan of Mailiao Industrial Harbor Administration".

Article 20 Fire Drill

I. In order to familiarize the operating personnel with the fire equipment within the harbor district so that everything can be kept under control in case of a fire emergency, the harbor company and the port operation authority shall hold a fire drill every half a year.

II. A fire drill shall be well-planned in advance. The harbor company shall be responsible for the fire drill taking place at the industrial harbor district, while the manager of the port operation authority shall be responsible for the fire drill taking place at the dedicated wharf district. All operating units of the same harbor district shall be invited to participate in the fire drill. Government agencies or local fire units shall also be asked to designate personnel on-site to provide instructions and guidance as necessary.

Chapter 7 Vessel Safety Management

Section 1 Loading & Unloading Vessel Management

Article 21 In order to ensure operational safety while the vessel is loading, unloading, refueling, or water adding in the harbor district, the vessel shall undergo inspections from personnel designated by the harbor safety group in accordance with "Vessel Safety/Sanitation Inspection Chart of Mailiao Industrial Harbor Administration"; as well as inspections from dedicated personnel designated by the port operation authority in accordance with the "Vessel/Shore Safety Inspection Chart of Mailiao Industrial Harbor Administration". If the vessel does not meet the regulations, the inspector shall ask for improvement. If the condition is serious enough to endanger the safety of the harbor district or that the shipper refuses to accept advice, report to the harbor company manager or port operation authority manager to suspend the vessel's operation. The vessel can resume its normal operation once an improvement is made.

Article 22 Vessel Lubrication Operation

I. Bucket Lubricant Supply: The truck will deliver buckets of lubricant to the vessel's side

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before hoisting them onto the vessel. Pay close attention to the loading/unloading methods and precautions as provided in the "Rules Governing Port Operations of Mailiao Industrial Harbor Administration".

II. Pumping Fuel onto the Vessel From A Tank Truck: The tank truck will deliver the fuel to the vessel's side before using a pipe to pump the fuel onto the vessel. Pay close attention to the general provisions for refueling from the onshore vehicle to the vessel as provided in the "Rules Governing Vessel Refueling of Mailiao Industrial Harbor Administration".

Section 2 Harbor Working Boat Management

Article 23 According to the relevant provisions, the harbor working boat shall be qualified with the relevant licenses which are carried or displayed in noticeable places on board. If it is necessary to carry out any float works due to a special site or special construction, apply to the management team for gaining access to the harbor.

Article 24 Construction units and equipment units shall report all harbor working boats or floating gears to the harbor company. After approval by the harbor company, the information mentioned previously shall be referred to the management team. Afterwards, the operation may be carried out within the harbor district in accordance with the existing provisions.

Section 3 Vessel Repair

Article 25 Before commencing vessel repair works in the harbor district, ensure written permission from the harbor company is received in advance. Before commencing vessel repair works in the dedicated dock district, ensure permission is received from the port operation authority in advance.

Article 26 Vessel repairs shall be carried out in accordance with the following descriptions:

- I. There shall be a dedicated cabin crew on-site for supervision purposes.
- II. The person in charge of the on-site duty shall take necessary safety measures.
- III. If the oil tanker or vessel were to carry dangerous goods such as flammables or explosives, never engage in welding or melt cutting works before unloading cargo or removing oil gas. Welding or melt cutting works shall be carried out in accordance under the following conditions:
 - (I) There shall be sufficient fire equipment available on site.
 - (II) The construction site shall be equipped with a complete shielding plate.
 - (III) Both oxygen cylinders or acetylene cylinders shall be stored properly.
 - (IV) Welding appliances shall be equipped with a complete circuit system and never be placed on top of stacking materials.
 - (V) All flammables near the site shall be cleared away.
 - (VI) Electric welding and gas welding personnel shall be qualified for the professional

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working permits and certificates.

IV. Those who violate the rules and refuse to accept advice shall be reported to the management team by the harbor company or port operation authority.

Chapter VIII Supplementary Provisions

Article 27 Reporting a Violation

I. Upon discovery of harbor vessels, working boats, or other non-compliance incidents, the dedicated personnel of the harbor security group shall record the person, time, location, item, handling process, and harbor facility damages for the violation that takes place. Send the record along with the "Notification of Deficits Inspected at Mailiao Industrial Harbor Administration" to the violator for further improvement. Violators who fail to make improvements in time shall be reported to the management team or relevant management authority.

II. Upon discovery of deficits during the security patrol, the dedicated personnel of the port operation authority shall report to the manager of the port operation authority for further handling. The violator shall be asked to make necessary improvements in time. For violators who fail to make necessary improvements in time, he/she shall be reported to the management team or relevant management authority.

III. Upon discovery of any breaches to the existing provisions while the vessels are gaining access to or leaving the harbor or operating at the harbor, the signal station shall inform the dedicated personnel of the harbor security group for further handling. Serious offences shall be reported to the management team by the harbor company.

IV. For violations that are likely to put the harbor district in danger, the dedicated personnel of the harbor security group or port operation authority shall take necessary precautionary measures. In the event of a disaster, report to the manager in charge and respond in accordance with "Disaster Prevention and Rescue Plan of Mailiao Industrial Harbor Administration".

V. For violations that are emergent, serious, or deliberate, the harbor company and the port operation authority shall stop the violation immediately and report to the management team for further handling.

Article 28 The violator shall be responsible for all the damages and losses incurred from the harbor vessel damages, port facility damages, personnel injury, or personnel death resulting from the violation.

Article 29 These provisions shall come into effect after authorization by the central competent authority and the same applies to any amendments made to these provisions.