Clean-Up Checklist for Fertiliser Inloading to Trucks on Berth 2

1. PURPOSE

To minimise the movement of fertiliser contaminants into the environment from inloading operations at the Port of Esperance of fertiliser clients (the “Receivers”) including Summit Fertilizers, CSBP, Nutrien Ag Solutions and CBH.

2. BACKGROUND TO OPERATION

Various fertilisers are imported into the Port of Esperance predominantly to supply grain growing operations in the region. Fertiliser is relatively dense and so bulk handling operations have negligible impacts on dust leaving the Port boundaries. However, localised spillage of bulk fertiliser and incomplete recovery and clean-up leads to impacts to both stormwater and groundwater quality at the Port of Esperance.

SPE Licence allows for bulk fertiliser imports by unloading using grabs operated by the vessels’ crane gear that empty into a truck hopper situated within about 2m of the seaward edge of the berth that empties into a truck bin parked underneath. The trucks carry the fertiliser off Berth 2 directly offsite by truck or load into Shed 6 or the Receivers storage facility.

The Receivers and their Stevedore are responsible for conducting operations in accordance with the requirements of this form. Fertiliser emissions including those to harbour waters can detrimentally impact on Southern Ports – Esperance (SPA-Esp) operating Licence and under the Port Authorities Act 1999, SPA-Esp must “protect the environment of the Port and minimise the impact of port activities on that environment” (S. 30(f)). Therefore, SPA-Esp needs to develop and enforce compliance to the Fertiliser Unloading Procedure and this form.

3. RELATED RECORDS

- SPA-Esp Fertiliser Unloading Procedure (D15/1897)
- Clean-up checklist for inloading fertiliser to Shed 5

Clean-Up Checklist for Fertiliser Inloading to Trucks on Berth 2

Prior, during and after operations, SPA-Esp, the Stevedore & the Receiver must complete the checklist for each ship unloading fertiliser.

Please note the following:

1. If there is unacceptable spillage remaining according to SPA-Esp, the Stevedore is responsible to ensure the SPA-Esp cleaning standard is met.
2. If the receiver is unable to participate in any of the required inspections, the opinion of SPA-Esp is final, and SPA-Esp may audit any of the steps below.
3. Within business hours the Environment Team will represent SPA-Esp, out of business hours the Shift Superintendent will nominate a representative.
4. Cost of storage and disposal of all excess wash waters generated during operations must be accepted by receiver.
5. Wash waters in Berth 2 rainwater tanks accumulated during the unloading operations must be managed by the stevedore and receiver
6. A minimum of 4 hours is allocated for fertiliser berth clean-up.
7. This checklist must be displayed during vessel unloading for auditing purposes.

Vessel Name:		**Loading dates:**		**Receiver:**	

Pre Start-up Checks		
Task	**Confirm Completion (initial)**	**Responsibility**
SPA spill plates are set between berth and vessel directly under the path of the grab and spill plates on the hopper are in acceptable condition		Stevedore and Cleaning Contractor
Berth 2 Cleaning Contractor to ensure Berth scuppers are open, no obvious leakage from broken pipes from berth to sump and red Valve 3 is in open position - refer to Figure 1.		
East end Berth 2: Cleaning Contractor to ensure Check power to sump pump is on and valve is shut –Figure 2		
East end of Berth 2: Check landward wastewater tank is empty from last fertiliser ship – refer to Figure 3.		
East end of Berth 2: Move valves to fertiliser position. Open valve 1 and move valve 3 to wastewater position, direct opposite of “normal” position to stormwater tank (refer to Figure 3). If tank becomes full, empty by taking water to Myrup wastewater facility.		
All service lids in operating area are sealed watertight or covered with stormwater drain seals to prevent leaks		
Check condition of truck routes (Berth 2, and Hughes Road) for visible contamination shown in Figure 4		SPA-Esp and Receiver

During Operation Checks		
Task	**Confirm Completion (initial)**	**Responsibility**
Ensure the grab is closed and not over-filled before moving from the ship’s hold		Stevedore
If dusty minimise drop height from grab into the hopper and slow down release of product		Stevedore
The following checks have been conducted to ensure no product is spilt from fertiliser trucks exiting the berth? a. tail gates are sealed; b. wheel rims and other crevices in double bogies are air brushed to the berth; c. loose material on sides of tray are air brushed to the berth; d. any other contaminated surfaces are air brushed to the berth; e. a spotter is employed to ensure trucks are not overfilled; f. trucks are tarped before leaving the berth; g. any other required actions are taken to prevent spillage from the trucks; h. **if trucks cannot comply with above, are not authorised to leave site.**		Stevedore/Transport company
During the shift change, has all visible spillage on the berth and the entry/exit gates been cleaned by the stevedore using a bobcat with a sweeper attachment (area bounded by yellow line in Figure 5)?		Stevedore
Rainy weather? Sweep solids from Berth 2 and road access routes to minimise washing into stormwater system		Stevedore and receiver

Post Vessel Unloading Checks		
Task	**Confirm Completion (initial)**	**Responsibility**
Stevedore or receiver's representative **MUST BE PRESENT** until clean-up is complete		Stevedore, Stevens Bulk and cleaning contractor (Environmental Services or Cleanaway or as appointed by product receiver)
Move fertiliser hoppers to designated cleaning areas seaward of Berth 2 centreline between 310-360m marks (Figures 6 and 7)		
Check all services lids are sealed with rubber gaskets in designated washdown area		
Remove lid from hydrants B2-04 or B2-05 (Figure 7) and use the hydrant hatch cover when connecting the hose for the hopper washdown (Figure 8). Washdown within designated area into bin of a truck with watertight tailgate. Drain washwaters into suck truck. Wet solids in truck returned to product owner for reuse or taken to Myrup Liquid Waste Facility.		
Clean Gensets, Spill Plates and any other equipment before they are put back into storage		
Clean all mobile equipment used in the unloading before removal from Berth 2		
Fertiliser solids swept from Berth 2 area (refer to Figure 5) put in skip for collection by receiver within 24 hours		
Wet sweep of Berth 2 and sealed access roads (refer to Figures 4 and 5)		
Flush Berth 2 drainage system from berth scupper holes to fertiliser tank, transfer washwaters to the receiver. If another vessel (non-fertiliser) is brought straight into B2, cleaning contractor to complete when berth is vacant.		
Put SP spill plates back to allocated storage position		
As required by law, provide copy of controlled waste docket to the Port Environment Team		
Reset all valves to divert Berth 2 drainage back to landward (non-fertiliser) rainwater tank		
Return completed form to the SPA-Esp Shift Superintendent towards SPA-Esp shipping vessel accounts.		

Stevedore Signature	Cleaning Contractor Signature	SPA-Esp Signature

Figure 1 - Berth scuppers and down pipe network under berth leading to sump

Figure 2 - Berth outlet valve shown in closed position to divert water to tanks

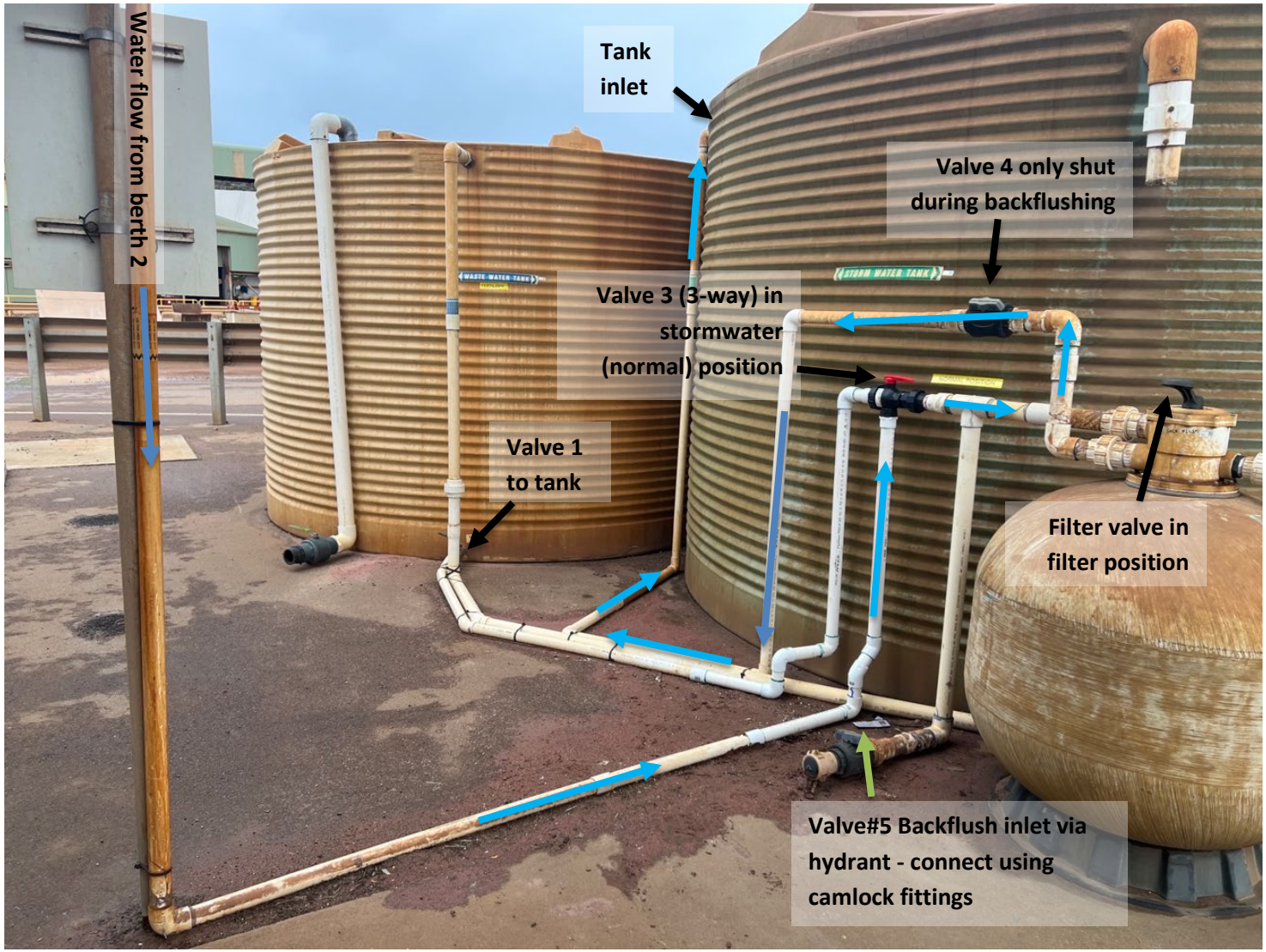

Figure 3 - Overview of valve settings in normal position with water flow shown in blue arrows

Figure 4 - Route (orange line) to be swept by Stevedore commissioning a cleaning contractor on truck routes to and from Berth 2 using bobcat and sweeper attachment. Note: wet sweeping is only required on sealed roads at the end of the ship unloading. Unsealed areas require only clean-up of visible spillage. Additional sweeping maybe required at discretion of the Stevedore or the Terminal Supervisor.

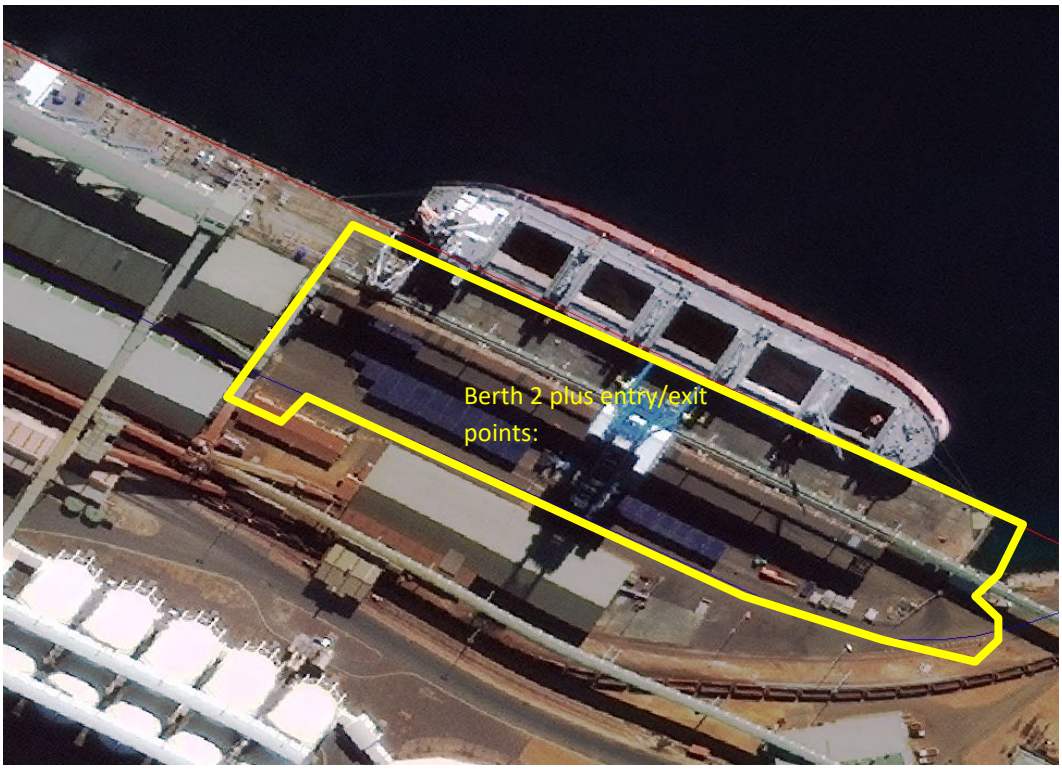

Figure 5 - Area to be swept by Stevedore on Berth 2 using bobcat and sweeper attachment (indicated by yellow border). Note: The area is swept by the Stevedore with a bobcat & sweeper attachment after each days unloading and is finally wet swept by a cleaning contractor after the final days' unloading.

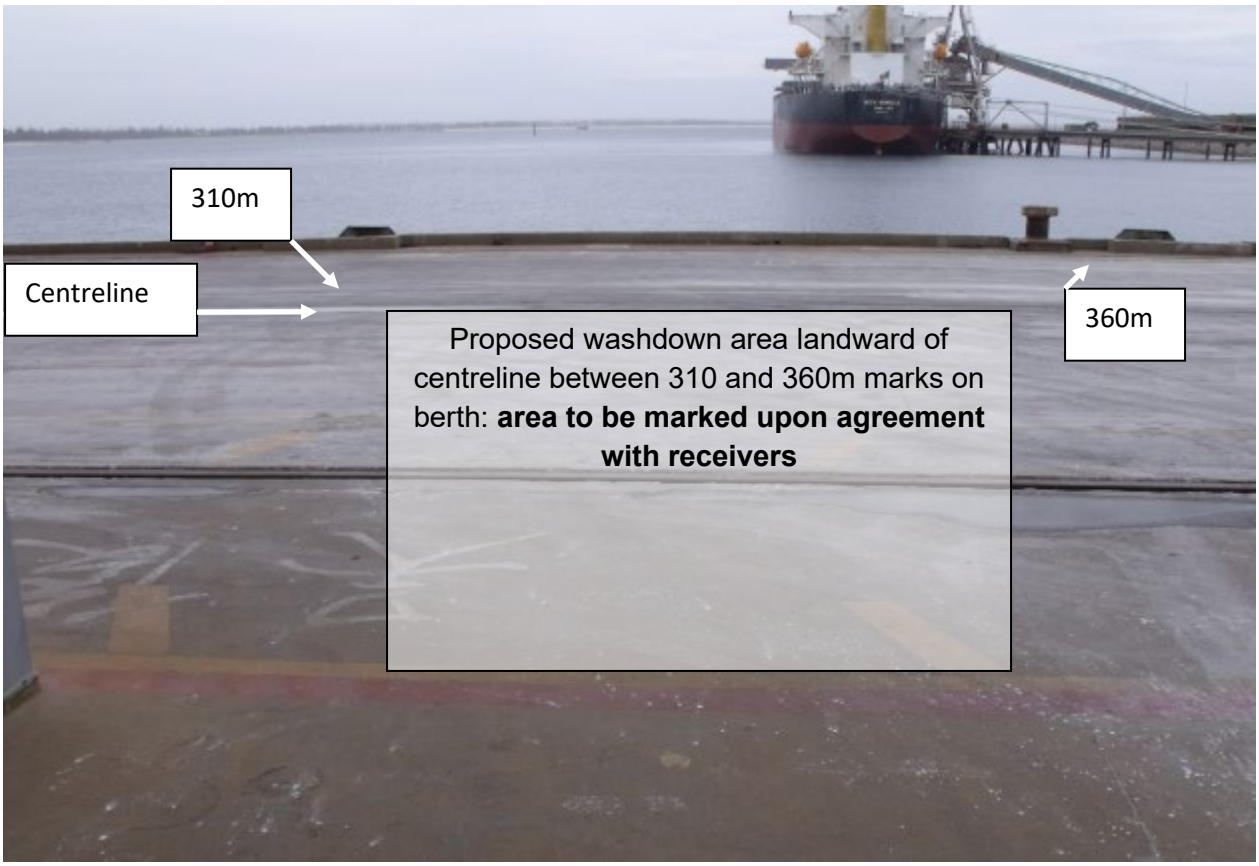

Figure 6 - Alignment of hopper washdown between 310 to 360m mark on berth 2, landward of berth centreline. The area seaward of centreline should be kept clear to allow cleaning contractor to sweep up any spills from the containment used to capture hopper washings. Ensure all services lids are sealed in this area.

Figure - 7. Water hydrants between 310 to 360m mark on berth 2 are B2-04 and B2-05. Ensure the modified hatch over is used (refer to Figure 8).

Figure 8 - The modified hatch cover to minimise fertiliser washwaters entering ocean when using the hose.