

**FORTH PORTS LIMITED**  
**Port of Dundee Limited**



# **Emergency Tay Contingency Plan**

<b>FORTH PORTS LIMITED</b>	<b>Document ID</b> FPMDL/FTNS/(TD)05/02	<b>Authorised By</b> HMD	<b>Original Date</b> June 2012
<b>Emergency Tay Contingency Plan</b>	<b>Date Revised</b> April 2019	<b>Revised By</b> MOD	<b>Review Due</b> April 2022

# Distribution List

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## ORGANISATION

### PORT AUTHORITY

FORTH PORTS LIMITED
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SPRENG AND CO
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### EMERGENCY SERVICES

POLICE SCOTLAND
-----------------

SCOTISH FIRE AND RESCUE SERVICE
---------------------------------

HM COASTGAURD ABERDEEN
------------------------

SCOTTISH AMBULANCE SERVICE
----------------------------

### LOCAL AUTHORITIES

DUNDEE CITY COUNCIL
---------------------

ANGUS
-------

PERTH AND KINROSS
-------------------

FIFE COUNCIL
--------------

### HEALTH BOARDS

NHS TAYSIDE
-------------

NHS FIFE
----------

### TERMINAL CONTACTS

NYNAS
-------

BRIGGS
--------

YARA
------

ANGUS HORTICULTURE
--------------------

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## OTHER ORGANISATIONS

BRIGGS MARINE CONTRACTORS
CIVIL AVIATION AUTHORITY
TARGE TOWING
HEALTH AND SAFETY EXECUTIVE
TAY ROAD BRIDGE
MARITIME AND COASTGUARD AGENCY
ROYAL NATIONAL LIFEBOAT INSTITUTION
DEPARTMENT FOR TRANSPORT
NATIONAL GRID

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# Record of Changes

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<b>AMENDMENT NUMBER</b>	<b>DATE</b>	<b>PAGE NUMBERS AMENDED</b>	<b>AMENDED BY</b>
01/19	26 <sup>th</sup> April 2019	2,22,48	Marine Officer Dundee
01/20	17 <sup>th</sup> January 2020	28	Marine Officer Dundee
02/20	21 <sup>st</sup> May 2020	22	Harbour Master Dundee

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# General Introduction

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## PURPOSE OF THE PLAN

### **PURPOSE OF THE PLAN**

Emergency Tay is the Contingency Plan for the area of the Firth of Tay within the Port of Dundee's jurisdiction, developed to deal with shipping related emergencies.

It also defines how to deal with marine and shore based incidents which involve, affect, or could affect, dangerous substances as defined by the Dangerous Substances in Harbour Areas Regulations 1987.

The plan will be activated whenever the probable consequences of an incident are deemed to exceed either the capability of a third party to respond or when assistance has been requested.

## ASSOCIATED PLANS

- Emergency Tay should be considered in conjunction with Forth Ports Limited **Port Emergency Plan** that is designed to respond to emergency incidents within the Port of Dundee.
- The plan is further supplemented by emergency plans held by Local Authorities and the Emergency Services, a list of which is given at Appendix 2.
- Risk assessments in association with this plan are available on the Forth Ports web-site which can be found at the following address.  
<https://forthports.co.uk/marine/pmsc>

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## **REVISION AND TRAINING**

Emergency Tay is subject to continuous revision arising from action taken by the Terminal and Port Liaison Committees, contributions from shipping related companies operating in the Firth of Tay, from the Forth and Tay Navigation Service and the Dundee Pilots Association. Following any occasion on which Emergency Tay has been activated or exercised, a review is conducted to ensure that lessons learned may be reflected in the plan.

EXERCISE TYPE	DESCRIPTION	FREQUENCY
Notification Exercises	Exercising MEC Control Communications	Quarterly
MEC Equipment	Testing all Equipment in MEC to ensure it is in fully working order	Monthly
MEC Activation	Emergency Forth Scenarios are Considered by FTNS staff	Twice Yearly

## **CONSULTATION**

Preparation of this plan has involved consultation between Forth Ports Limited and the Police, Fire Services, Ambulance Services, HM Coastguard, Council Emergency Planning Units, Berth Operators, and other shipping related organisations, a list of whom is given at Appendix 1.

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# Definition of Abbreviations

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CHM	Chief Harbour Master
DSHA	Dangerous Substances in Harbour Areas
DM	Defence Munitions
ESHs	Explosive Storehouses
FTNS	Forth & Tay Navigation Service
FOSNI	Flag Officer Scotland and Northern Ireland
HMCG	HM Coastguard
IMDG	International Maritime Dangerous Goods
MCA	Maritime and Coastguard Agency
MDP	Ministry of Defence police
MEC	Marine Emergency Centre
MOD	Ministry of Defence
MRCC	Marine Rescue Control Centre
OIC	Officer In Charge
OSC	On Scene Commander
RNLI	Royal National Lifeboat Institution
SAR	Search and Rescue
SITREP	Situation Report
SOSREP	Secretary of States Representative
UHF	Ultra High Frequency
VHF	Very High Frequency

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# Part 1

## GENERAL MARINE INCIDENTS

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# 1. Introduction

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## 1.1 OBJECTIVE

**The Emergency Tay Plan** is intended to provide a framework, which draws together, the various resources required to deal with any emergency, which might occur within the jurisdiction of Forth Ports Limited (see 1.3.1), and thereby:-

- ✓ Minimise loss of life and extent of damage, and provide for the safety of navigation through the Estuary.
- ✓ Ensure that all concerned are warned immediately.
- ✓ Ensure that rescue services and emergency services are contacted as quickly as possible.
- ✓ Provide effective co-operation & liaison between the marine & shore authorities concerned.

### **The priorities of Emergency Tay**

- Safety of Life
- Safety of Navigation
- Environmental Protection (See Port of Dundee Pollution Contingency Plan)

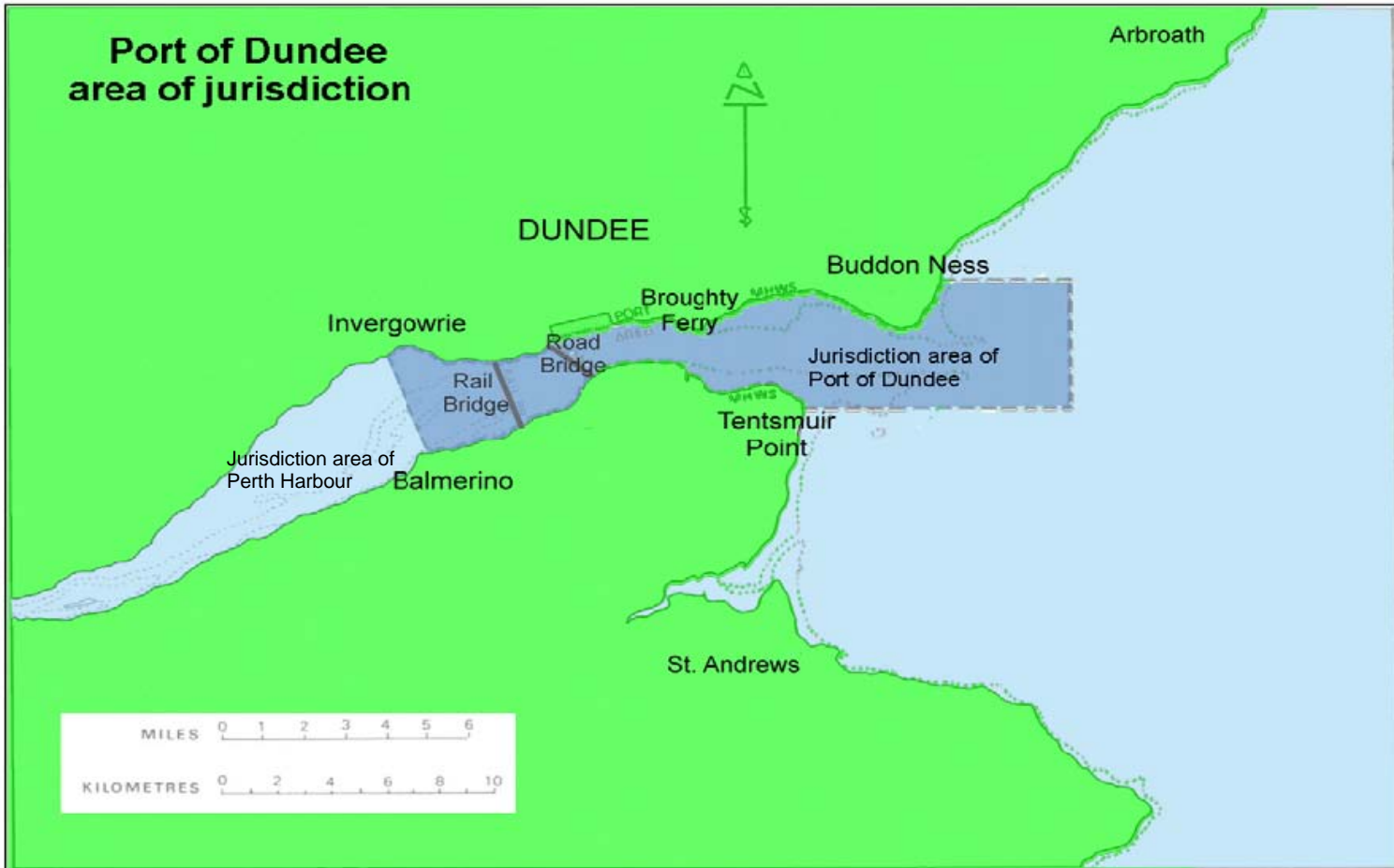
## 1.2 SCOPE

- 1.2.1 The Emergency Tay Plan considers accident, collision, fire or explosion on vessels in the Estuary.
- 1.2.2 Part 2 of the Plan gives special consideration to incidents involving dangerous substances in harbour areas.

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**1.3 AREA OF JURISDICTION**

1.3.1 For practical purposes, the area of jurisdiction of the Emergency Tay Plan is:



1.3.2 The western limit of the Port of Dundee’s area of jurisdiction borders with the Perth Harbour area, which operates its own emergency plan. Both Port Authorities hold copies of each other’s plans and will cooperate in the event of an incident that has the potential to affect both authorities’ areas of jurisdiction.

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## 2. Alarm and Call-Out Procedures

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(See Appendix 4 for Call out Instructions)

### 2.1 RAISING THE ALARM

**See Appendix 3 for “Call Out” Instructions.**

- 2.1.1 An emergency could arise at any one of the following locations:-
- On, or in the vicinity of, a vessel in the river / estuary.
  - At a wharf or quay
  - Within a Port area.
- 2.1.2 On being advised of an incident in the river or estuary, or at a wharf or quayside, the **Forth & Tay Navigation Service** will initiate the call out procedure outlined in Appendix 3 of this plan
- 2.1.3 On being advised of an incident within a Port area, the observer of the incident will activate the Port Emergency Plan.
- 2.1.4 If an incident is notified direct to any of the **Emergency Services**, they will contact **Forth & Tay Navigation Service** who will then activate the applicable Emergency Plan if deemed necessary.

**All Emergency Services (including HM Coastguard) will always alert each other to any reported incident**

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## 3. Major Participants Roles & Responsibilities

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### 3.1 HM COASTGUARD

3.1.1 Co-ordinate any Search and Rescue procedure necessary where an incident occurs in the river or estuary, within the area of jurisdiction of this plan. (See 1.3.1).

### 3.2 FORTH PORTS LIMITED

3.2.1 Control of shipping movements and/or the closure of the port as deemed appropriate by the Harbour Master, Port of Dundee.

3.2.2 Broadcast an immediate general warning to shipping, giving sufficient information to prevent other vessels from becoming endangered by the emergency.

3.2.3 Activation of the Emergency Tay Plan by the following agreed procedures.

3.2.4 Co-ordination of tugs, firefighting vessels and other marine resources, in response to any emergency incident.

### 3.3 POLICE SCOTLAND

3.3.1 If necessary attend the MEC for liaison purposes.

3.3.2 Saving of life in conjunction with the other Emergency Services.

3.3.3 Contacting and co-ordination of the Emergency Services, local authorities and other supporting agencies.

3.3.4 Protection and preservation of the scene.

3.3.5 Investigation of the incident in conjunction with other bodies, where appropriate.

3.3.6 Collation and dissemination of casualty information.

3.3.7 Identification of victims on behalf of the Procurator Fiscal.

3.3.8 Restoration of normality at the earliest opportunity.

3.3.9 Police responsibility in respect of co-ordination of marine incidents is described in Chapter 4, paragraphs 4.1 and 4.3.

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### **3.4 SCOTTISH FIRE & RESCUE SERVICES**

- 3.4.1 If necessary attend the MEC (Incident Control) for liaison purposes.
- 3.4.2 A Senior Fire Officer may attend the scene of an incident if requested, to provide technical firefighting advice.
- 3.4.3 Provide technical information on personal protection, decontamination, first aid measures and hazardous substance data.
- 3.4.4 Deploy resources to meet the affected vessel(s) at a pre-designated berthing/beaching point. Following consultation with the ships Master, responsibility will thereafter be assumed for firefighting and rescue operations.
- 3.4.5 Assist Police to deal with onshore effects of a marine incident, e.g., toxic or flammable gas plume.

### **3.5 SCOTTISH AMBULANCE SERVICE**

- 3.5.1 Save life and provide immediate care for patients at the scene of the incident and in transit to hospital.
- 3.5.2 Alert Hospital Services and other NHS agencies.
- 3.5.3 Manage clinical decontamination for people affected by hazardous substances prior to their evacuation from the scene.
- 3.5.4 Evacuate, where practicable, the injured from the scene in order of medical priority.
- 3.5.5 Arrange and ensure the most appropriate transport for the injured to the receiving hospital(s).
- 3.5.6 Supply patient care equipment to the scene of a major incident.
- 3.5.7 Transport essential medical staff and their equipment to the scene.
- 3.5.8 Alert the British Red Cross and St Andrew's Ambulance Association and co-ordinate their work in support of the SAS.
- 3.5.9 Provide and maintain communications equipment for key medical staff and voluntary organisations at the scene.
- 3.5.10 Restore the Service to normality\*.

*\*includes a requirement to maintain the continuity of mission critical activities.*

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### **3.6 LOCAL AUTHORITIES**

- 3.6.1 Comprise all unitary Councils having coastline in the area of jurisdiction of the Emergency Tay Plan.
- 3.6.2 Organisation, agreed roles and responsibilities of the local Councils are set out in the respective Council Major Incident Plans.
- 3.6.3 If necessary, the appropriate Council Emergency Planning Officer or his representative will attend the MEC to liaise with the agencies represented.

### **3.7 SECRETARY OF STATES REPRESENTATIVE**

- The Secretary of States Representative (SOSREP) is appointed by the Government to provide overall direction for all marine pollution incidents involving the salvage of ships or offshore installations that require a national response.
- SOSREP is empowered to exercise the powers of the Secretary of State in respect of dangerous vessels and/or ships that are required to be moved.
- SOSREP may act in support of the response to an incident without intervention. Where SOSREP does intervene, the Harbour Master will require the transfer of responsibility for managing the incident response to be formally documented before relinquishing overall control of at-sea operations.

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## 4. Command & Control

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### 4.1 OVERALL CONTROL

- 4.1.1 It is recognised that responsibility for overall co-ordination of all services and resources in any major incident lies with the Chief Constable of the police area in which the incident occurs. This responsibility would include any maritime incident within the Tay Estuary, which poses or has the potential to pose a threat to persons, property or the environment.
- 4.1.2 It has been agreed, however, that the police will not co-ordinate maritime operations and resources involved in an offshore incident in the Tay Estuary. Co-ordination will be administered as detailed below.

### 4.2 SEARCH AND RESCUE (SAR)

- 4.2.1 Civil maritime SAR is the responsibility of **HM Coastguard** and command and control of this element will be co-ordinated from the MRCC at Aberdeen.
- 4.2.2 A Coastguard Officer will report to the MEC to provide liaison between the two facilities.
- 4.2.3 If any incident does require SAR the Coastguard will lead and co-ordinate until the SAR has been resolved, at which time they hand over to the CHM or Dundee Harbour Master. A *Memorandum of Understanding* exists between Forth Ports and the Coastguard in order to avoid confusion during an incident and manage the situation with continuity

### 4.3 MARINE OPERATIONS

- 4.3.1 Responsibility for response to civilian maritime incidents not involving search and rescue rests with the Forth Ports Chief Harbour Master who will co-ordinate overall command and control of manpower and resources from the MEC in the role of Forth Ports Co-ordinator. (The duties of the Forth Ports Co-ordinator are set out in Chapter 10).
- 4.3.2 Forth Ports Limited Incident Response team members will assist the Port of Dundee Co-ordinator by performing the functions illustrated in Chapter 10.

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4.3.3 Activities associated with Marine Operations such as casualty handling procedures, media interests and displaced persons will be co-ordinated by the Police.

4.3.4 A representative from the relevant Police forces may attend the Port of Dundee Port Office for liaison purposes.

#### **4.4 COMMAND & CONTROL AFLOAT**

4.4.1 The role of On Scene Commander for all non SAR duties will be delegated by the Incident Controller, to an appropriate senior marine officer on board a vessel at the scene of the incident. If the incident involves Search and Rescue, arrangements to co-ordinate it will be made by HMCG and such operations will take precedence over non-SAR operations.

4.4.2 To ensure the most effective use of personnel and resources at the scene of the incident, close liaison will be maintained between the MEC and the MRCC.

4.4.3 The duties of the OSC with reference to non-SAR activities are to:

- a) Control operations afloat to deal with the incident.
- b) Establish and maintain communications with the MEC (and the stricken vessel(s) if conditions permit).
- c) Assess the situation and take action as appropriate to minimise further effects arising from the incident, taking account of equipment available, prevailing and forecast weather conditions, prevailing and forecast maritime conditions and any other changes at the location.
- d) Liaise with the Master(s) of the stricken vessel(s) and the Incident Controller, to make best use of personnel and resources.
- e) Keep the MEC updated with frequent situation reports.

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## 5. Communications

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### 5.1 GENERAL

5.1.1 Emergency Tay incidents will generate a high level of marine VHF communications and, to avoid saturation, transmissions must be kept as specific and as brief as possible. A high degree of radio discipline is essential. Net control is vested in the OSC, MRCC and the MEC.

5.1.2 The use of VHF Channel 16 by participants afloat should be restricted to matters of distress and only used as a calling frequency in the event of other frequencies being saturated at the time.

### 5.2 SEARCH AND RESCUE

5.2.1 HM Coastguard will initiate & co-ordinate SAR action that may be necessary during the initial phase, using Channels 0, 16 & 67, as appropriate.

### 5.3 PARTICIPATING VESSELS

5.3.1 HMCG will confirm the VHF Channel to be used for SAR operations and all participating parties will be advised. If non-SAR operations are required at the same time, another VHF Channel will be nominated by the MEC for this purpose.

### 5.4 COMMAND & CONTROL LINK - AFLOAT

5.4.1 On conclusion of SAR operations, responsibility for resolution of the emergency situation will revert to the MEC. At this stage, the OSC will be advised whether communications are to continue on the VHF channel that was used for SAR, or whether they will transfer to a different channel.

5.4.2 When SAR operations and other operations “overlap”, the MEC and MRCC will liaise to ensure no conflict occurs.

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## **5.5 COMMAND & CONTROL LINK - ASHORE**

- 5.5.1 Continuous liaison between the MEC and MRCC will be undertaken by Telephone and by frequent Fax/E-mail sitrep updates.
- 5.5.2 The liaison function will be maintained by the Coastguard Sector Officer in the MEC.
- 5.5.3 Similar liaison with other participants in the plan will be maintained by telephone, fax or e-mail as appropriate, and also via the representatives of the respective Emergency Services who report to the MEC.

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## 6. Resources

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### 6.1 FIRE FIGHTING TUGS

6.1.1 There are no tugs with fire-fighting capabilities in the Port of Dundee. The nearest tugs capable of carrying out such duties are based in the Firth of Forth and would require 4 hours transit time to Dundee. Nevertheless these tugs should be mobilised as soon as possible.

### 6.2 OTHER MARINE CRAFT

6.2.1 The workboat register kept under General Direction 13 contains a comprehensive list of the craft available within the Port of Dundee's jurisdiction.

### 6.3 LIFEBOAT ASSISTANCE

6.3.1 The RNLI maintains all weather lifeboats at the following locations:

Location	Class	Speed	Draught	Length	Crew
ANSTRUTHER	MERSEY	16kts	1.0m	11.77m	6
BROUGHTY FERRY	TRENT	25kts	1.45m	14m	6
MONTROSE	SHANNON	25kts	1.0m	13.6m	6

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6.3.2 Inshore lifeboats are maintained at the following locations:

Location	Class	Speed	Draught	Length	Crew
ANSTRUTHER (Daylight Ops Only)	“D” Class	25kts	0.5 m	5m	2/3
BROUGHTY FERRY	“D” Class	25kts	0.5m	5m	2/3

6.3.3 In the event of an incident involving SAR, RNLI lifeboats will be activated and controlled as appropriate by the MRCC.

6.3.4 The lifeboat crew should be advised at initial briefing of any hazards from gases, chemicals, etc. In addition it should be borne in mind that petrol/ignition outboard engines power all inshore lifeboats.

#### **6.4 HELICOPTER ASSISTANCE**

6.4.1 Requests for helicopter deployment will be directed to HM Coastguard MRCC at Aberdeen

6.4.2 The primary benefit of helicopter assistance is in rapid evacuation and removal of casualties from an incident site to a safe location.

6.4.3 Tactical control of the helicopter will generally rest with the MRCC or OSC, although this may be delegated to the MEC if the helicopter is being used for a purpose other than SAR.

6.4.4 The helicopter crew should be advised at initial briefing of any hazards from gases, chemicals, etc.

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## Part 2

# DANGEROUS SUBSTANCES IN TAY ESTUARY AND ASSOCIATED HARBOUR AREAS

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# 7. General

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## 7.1 INTRODUCTION

- 7.1.1 This part of the plan is produced as a response to any emergency incident which involves, affects or could affect dangerous substances within the Tay Estuary.
- 7.1.2 For the purposes of this part of the plan, the pertinent Regulations are the Dangerous Substances in Harbour Areas Regulations 1987 (the “DSHA Regulations”).
- 7.1.3 A dangerous substance is defined in the DSHA Regulations as, “any substance which, when in a harbour or harbour area, creates a risk to the health or safety of any person”.
- 7.1.4 It is intended that the general criteria presented in this part of the plan will interface readily with the emergency procedures produced in relation to Port of Dundee by their respective operators.
- 7.1.5 This part of the plan is also designed to interface with the appropriate plans produced by, amongst others, local authorities around the Firth of Tay. A list of other such plans is contained in Appendix 2.

## 7.2 LOCATIONS/OPERATORS HANDLING DANGEROUS SUBSTANCES

- 7.2.1 Details of all locations/operators handling dangerous substances within the estuary, ports and pipelines are listed at Appendix 6.

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## 8. Possible Incident Locations

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### 8.1 TAY ESTUARY

- 8.1.1 The geographical scope of the Tay Estuary as identified by means of the map in Chapter 1, Section 1.3.1.
- 8.1.2 In practical terms, however, the main risk areas are the estuarial waters and the navigable channels to the West of the Fairway Buoy, leading to the port. It is within this defined and identified shipping channel that the majority of dangerous substances are transported.
- 8.1.3 One Sub-Sea Pipeline crosses the Tay. (See appendix 5) This is clearly located on Navigational Charts. The pipeline carries: Natural North Sea Gas. Potential exists for a pipeline rupture and release of contents, which could affect any vessels in the vicinity. The procedure set out in this plan should work alongside the National Grid On-Site Emergency Plan.
- 8.1.4 In the event of an emergency incident occurring within the Tay Estuary, the procedure set out in Chapter 10 of this Plan should be followed.

### 8.2 PORT OF DUNDEE

- 8.2.1 In the event of an emergency incident involving or which may involve dangerous substances, occurring within the Port of Dundee, the procedure set out in the Forth Ports Port Emergency Plan should be followed.

### 8.3 CALEDON WEST WHARF TANKER OPERATIONS

- 8.3.1 In the event of an emergency incident occurring at the Caledon West Wharf at any point during tanker operations the procedure set out in Chapter 11 of this plan should be followed, with close reference to the NYNAS Terminal Emergency Plan.
- 8.3.2 Should an emergency incident involving or which may involve dangerous substances occur within the NYNAS UK Marine Terminal, the procedure set out in the Forth Ports Port Emergency Plan and NYNAS Terminal Emergency Plan should be followed.

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## 9. Dangerous Substances Handled

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### 9.1 IMDG CLASSIFICATION

9.1.1 Dangerous substances are classified in the International Maritime Dangerous Goods Code, (IMDG Code), in relation to the type of hazard they present. Classification falls into nine main categories with several subdivisions:

- Class 1 Explosive Substances
- Class 2 Gases: Compressed, Liquefied or Dissolved Under Pressure.
- Class 3 Flammable Liquids.
- Class 4.1 Flammable Solids.
- Class 4.2 Substances Liable To Spontaneous Combustion.
- Class 4.3 Substances Which In Contact With Water Emit Flammable Gases.
- Class 5.1 Oxidising Substances.
- Class 5.2 Organic Peroxides.
- Class 6.1 Toxic Substances.
- Class 6.2 Infectious Substances.
- Class 7 Radioactive Materials.
- Class 8 Corrosives.
- Class 9 Miscellaneous Dangerous Substances.

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9.1.2 Copies of the IMDG code or relevant information from the code, concerning dangerous substances being handled, are retained at all the ports operated by Forth Ports. A copy of the code is also available at the Port of Dundee Port Office to provide relevant hazard & emergency response data on all dangerous substances encountered in the Tay Estuary.

## 9.2 DANGEROUS SUBSTANCES AT PORT OF DUNDEE

9.2.1 Details of dangerous substances handled at the port of Dundee are listed at Appendix 6.

## 9.3 DANGEROUS SUBSTANCES HANDLED BY NYNAS AT CALEDON WEST WHARF

9.3.1 Dangerous substances handled at Caledon West Wharf include the following:

9.4	PRODUCT	CLASS/UN NUMBER
	Bitumen/Bitumen Blend Components	Class 3.3 UN 1999
	Saraline	Non-Hazardous

## EXPLOSIVES

9.4.1 The Port of Dundee is licensed to handle explosives within the port Area. For further details on the explosives license please see Chapter 12 and annex 6 to this plan.

As of January 2020 the Emergency Tay Plan shall fulfil the role of the Port of Dundee Explosives Emergency Plan and supersedes any and all previous plans.

The Guidelines and procedures laid out as part of Emergency Tay Chapter 12 shall apply to all vessels carrying explosives under the Port of Dundee explosives licence

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# 10. Estuary Incidents

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## 10.1 POSSIBLE SCENARIOS

10.1.1 Emergency scenarios to be considered for vessels in the Estuary carrying dangerous substances include:-

Fire  
Explosion  
Release of product or release of flammable and/or toxic vapours  
Damage to the vessel following collision, grounding or sinking  
Damage to cargo as a result of wetting, drying, or heating  
Contact with a reactive material.

## 10.2 CONSEQUENCES

10.2.1 The consequences of any incident must be considered in relation to the personnel on the stricken vessel(s), personnel on other vessels or marine craft, or third parties who may be affected by the incident.

## 10.3 RAISING THE ALARM

10.3.1 Responsibility for raising the alarm rests with the Master of the vessel(s) involved and any other vessels or persons in the vicinity.

## 10.4 ACTIVATION OF THE PLAN

10.4.1 On being alerted of an incident, the FTNS Duty Officer is responsible for contacting the Port of Dundee Harbour Master or his/her nominated deputies and advising them of the situation.

10.4.2 If the situation requires it, the FTNS Officer will then activate the Emergency Tay Plan by following the procedure set out at Appendix 3.

## 10.5 KEY PERSONNEL & THEIR RESPONSIBILITIES

### 10.5.1 MAJOR PARTICIPANTS

The roles and responsibilities of major participating Organisations are described at Chapter 3.

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## 10.5.2 FORTH PORTS LIMITED

10.5.2.1 Forth Ports personnel contacted in the call out procedure will form the MEC based response team, see Appendix 3, with responsibility for the following functions:-

### 10.5.2.2 FORTH PORTS CO-ORDINATOR (Chief Harbour Master or Deputy)

- Monitor the actions being taken by the response team and their consequent effect on the resolution of the incident.
- Liaise with representatives of the Emergency Services and management of participating agencies to ensure best use of resources and manpower.
- Advise Forth Ports Limited Senior Management of developments at regular intervals.
- Liaise with Public Relations personnel and representatives of other agencies to co-ordinate dealings with the media.

### 10.5.2.3 INCIDENT CONTROLLER (Harbour Master Dundee or Deputy)

- Assess the hazard level and potential consequences arising from the incident.
- Obtain data and approved response procedures for the substance(s) involved
- Delegate an appropriate Officer as Marine On-Scene Commander.
- Co-ordinate the resources and personnel of Forth Ports Limited and other participating organisations in resolution of the incident.
- Direct and call forward resources as necessary, inform participating agencies and determine appropriate responses for the particular incident being dealt with.
- Keep the MRCC advised of developments via the Coastguard liaison officer in the MEC and by regular fax/e-mail sitreps.
- Keep the Forth Ports Co-ordinator advised of actions taken and where appropriate, action intended.

### 10.5.2.4 ON SCENE COMMANDER (Marine Officer Dundee or Deputy)

- The On Scene Commander is directly responsible to the Incident Controller for co-ordination of all on scene operations.
- Establish communication links with the MEC and MRCC and provide regular feedback as appropriate.
- Control the communications net between vessels involved in the incident and the MEC and MRCC to prevent radio saturation.
- Assess the situation in conjunction with the Master(s) of vessel(s) involved and offer assistance as appropriate.
- Obtain head count of personnel involved to assess the extent of evacuation and medical assistance required.
- Arrange evacuation of non-essential personnel if the situation so warrants.
- Assess the risk to third parties.

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- Keep the MEC and MRCC advised of developments and intentions.

#### 10.5.2.5 FTNS DUTY OFFICER

- Activate the Emergency Tay Plan by using the callout detailed in Appendix 3.
- Announce on VHF Channel 12 & 16 that Emergency Tay and the MEC has been activated.
- Take control of the Forth Ports response to the incident until the MEC is established.
- Fully brief the Incident Controller on his arrival at the MEC and formally hand over control of Forth Ports incident response to him/her.
- Warn all shipping and other parties of the emergency incident and any consequent hazards, by transmitting a Navigation Warning on VHF channels 16 & 12.
- Co-ordinate the safe movement of shipping throughout the estuary and in particular, in the proximity of the incident.
- If co-ordination of the incident needs to be passed to the Coastguard: complete *Annex A* of the *Memorandum of Understanding* between Forth Ports and HM Coastguard, MRCC Aberdeen

#### 10.5.2.6 ASSISTANT HARBOURMASTERS AND VTS OFFICERS

- If required assist in manning the MEC tasks will include:
  - Maintain status boards
  - Update information on navigational charts
  - Act as incident telephonist
  - Send sitreps
  - General logistical assistance

### 10.6 MARINE EMERGENCY CENTRE (MEC)

10.6.1 In the event of an emergency incident involving dangerous substances occurring on the Tay Estuary, the Marine Emergency Centre at the Marine Operations Building, Grangemouth will be established as Forth Ports' response co-ordination centre.

10.6.2 Personnel attending the MEC will include Forth Ports' response team and representatives from HMCG and the emergency services.

10.6.3 The MEC is equipped with:  
 Telephone, PC's with e-mail & access to the World Wide Web.  
 Fax, VHF radio with access to all marine VHF channels.  
 Live radar display Wi-Fi & WLAN connections for laptop computers

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- 10.6.4 Copies of relevant emergency plans issued by local authorities, berth operators and individual ports are available in the MEC.
- 10.6.5 Regularly updated weather reports and forecasts for the Firth of Tay are available from Aberdeen Weather Centre by telephone, fax or Email.
- 10.6.6 The MEC is provided with a complement of charts for the Firth of Tay and associated Harbour Areas and state boards are provided for monitoring and recording progress during an incident.

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# 11. Incident at Caledon West Wharf

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## 11.1 POSSIBLE SCENARIOS

11.1.1 Scenarios to be considered are:

- Fire
- Release of flammable vapours and/or toxic vapours
- Loss of product from the Terminal berths or ships moored to the berths
- An incident involving the underwater pipelines supplying the berths
- A vessel at the Terminal being struck by a vessel underway
- A moored ship drifting or breaking away from the Terminal

## 11.2 CONSEQUENCES

11.2.1 The consequences of an incident must be considered in relation to:

- Personnel on a stricken vessel
- Personnel on a vessel at another berth
- Personnel on the terminal
- Personnel out with the terminal who may be affected by the incident.

## 11.3 RAISING THE ALARM

11.3.1 The responsibility for raising the alarm rests with the Master of the vessel concerned, the Terminal personnel, or any other vessel in the vicinity.

## 11.4 OTHER METHODS OF RAISING THE ALARM.

11.4.1 Personnel on the vessel may raise the alarm by:

- VHF channel 12 to Dundee Harbour Radio
- Telephone call from Nynas Control Room
- Sounding the prescribed emergency signal on the ship's whistle.

11.4.2 Personnel on the Terminal may raise the alarm by:

- VHF channel 12 to Dundee Harbour Radio
- External telephone to FTNS (01324 498584)
- External telephone to Emergency Services (999)
- Direct line telephone to Police HQ, Fettes
- Activation of the terminal fire alarm

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## **11.5 INITIAL DETAILS**

11.5.1 On receipt of an emergency incident report, the FTNS Duty Officer should obtain the following details from the person making the report:

- Type of incident (i.e., Fire, Explosion, Product Release, etc.)
- Location (i.e., Berth No, Ships Name, etc.)
- Possible casualty numbers or other effects
- Whether immediate assistance required and what type of assistance
- Present situation, including any hazard to third parties
- Response actions already taken

## **11.6 ACTION BY MASTER OF THE VESSEL**

11.6.1 The Master will:

- Take immediate and appropriate steps to safeguard his vessel and crew until assistance arrives
- Nominate a Senior Officer to liaise with the Emergency Services, to provide detailed information on the vessel and equipment
- If appropriate, prepare the vessel for departure but **DO NOT LEAVE THE BERTH** without specific permission from the Chief Harbourmaster.

## **11.7 ACTION BY THE TERMINAL OPERATOR**

11.7.1 It has been agreed that terminal personnel will:

- Stop all cargo operations or any other activity on the vessel(s) moored to their premises
- If appropriate, make arrangements for the departure of vessel(s) from the berths
- Call the Emergency Services and activate Terminal Emergency Procedures
- Contact FTNS and request assistance if required
- Activate terminal stand-by tugs and other safety equipment
- Take necessary action and responsibility for the incident until the Emergency Services assume control
- Account for all personnel and arrange for evacuation of terminal if required

## **11.8 ACTION BY PORT AUTHORITY (FORTH PORTS LIMITED)**

11.8.1 The FTNS Duty Officer will:

- Initiate the Call-out Procedure detailed in Appendix 3
- Commence logging all available details of the incident
- Control the movement of other shipping traffic to maintain a safe distance from the wharf.
- Transmit incident information as appropriate to other shipping, with details of any hazards such as gas release or hydrocarbon release

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- Obtain as much information as possible for passing to the MEC and MRCC

11.8.2 On arrival at the MEC, the Incident Controller will:

- Obtain all available incident data from FTNS
- Assume formal responsibility for Emergency Tay operations and advise all parties.
- Establish communications with Nynas Control Room Tel:01382 461414
- If appropriate, confirm departure arrangements for vessels at the Berth
- Appoint an appropriate party at the scene of the incident as Marine On Scene Commander
- Liaise with the Coastguard and assess any requirement for SAR operations, including possible evacuation from Terminal or ship
- Activate back-up resources as required by the emergency situation
- Arrange an exclusion zone for other vessels and aircraft, around the incident location
- If deemed necessary to remove vessel(s) from the terminal berths, arrange safe passage and anchorage facilities, having regard to the hazards present and their possible effect on others
- Liaise with representatives of the Emergency Services
- Liaise with the MRCC and provide regular sitreps by E-mail/fax

11.8.3 Forth Ports personnel will report as per chapter 10

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# 12. Explosive Licence Commodities

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## 12.1 BACKGROUND

The Port of Dundee has an explosives license allowing the handling of Class 1 explosives in the port area.

Explosives can be handled at the following berths in line with the quantities and safe distances outlined in Appendix 6.

- King George Wharf
- Ro-Ro Berth Eastern Wharf
- Prince Charles Wharf

## 12.2 HANDLING OF EXPLOSIVES

The types of explosives that transit through the Port of Dundee are not handled by the port employees.

There is no storage of explosives in the port with the exception that explosives arriving to be loaded onto a vessel may remain in the port for a period of 24 hours on the vehicle that they were transported on. They cannot be transferred to another vehicle and must depart the port if they have not been loaded onto the receiving vessel within the 24 hour window. A designated parking zone will be assigned to the vehicle should it have to remain port while loaded with the explosives.

For explosives being loaded at King George V Wharf and/or Eastern Wharf, an exclusion zone will be set up on Eastern Wharf to the west of Shed 1A. For explosives being loaded at Prince Charles Wharf, an exclusion zone will be set up on the extreme west end of that wharf.

In most cases the explosives are those used in the offshore exploration industry. Any explosives arriving in the port from shore are loaded directly onto the vessel they are intended for. Any explosives arriving from the sea are loaded directly to transport and are not be stored in the port.

A minimum of 24 hours notice is required from a vessel's agent when explosives are likely to be handled in the port. All accompanying documentation and dangerous goods declaration must be passed to the Explosive Security Officer or his deputy at least 12 hours before the handling of explosives

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### 12.3 POSSIBLE SCENARIOS

- Explosion
- Explosion followed by Fire
- Damaged explosives
- Theft or loss

### 12.4 HAZARDS AND CONSEQUENCES

Explosive incidents in ports are likely to be in one of the following categories:

- Where explosions could be initiated without warning, for example by dropping a load of explosives from a considerable height,
- Those where the explosives could be initiated by becoming involved in another incident, such as a fire.
- An explosive incident could result from explosives that have been damaged.
- As a result of theft.

If an explosion occurs without warning, there is little that can be done to prevent injuries from the event.

Efforts should then concentrate on the safe rescue of casualties and to ensuring that the incident does not spread to other explosives, dangerous substances or property. The sudden nature of such incidents underlines the need to ensure that explosives are handled only in the areas designated in the explosives licence and that the numbers of people in such areas are kept to the minimum.

### 12.5 RAISING THE ALARM

Any incident whilst handling explosives at any berth will initiate the emergency procedures. The master of the vessel concerned, the shore side personnel, or any other vessel/personnel in the vicinity should raise the alarm.

Depending on the quantity of explosive held on the vessel and Wharf an exclusion zone will be set around the incident. This will obviously project out into the River, normally about 400m. FTNS will be contacted in order to warn shipping to stay clear of the Jetty.

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## **12.6 OTHER METHODS OF RAISING THE ALARM.**

12.6.1 Personnel on the vessel may raise the alarm by:

- VHF channel 12 to Dundee Harbour Radio.
- External telephone to FTNS (01324 498584).
- Sounding the prescribed emergency signal on the ship's whistle.

12.6.2 Personnel on the Wharf may raise the alarm by:

- VHF channel 12 to Dundee Harbour Radio.
- External telephone to FTNS (01324 498584).
- External telephone to Emergency Services (999).
- Direct line telephone to Police HQ, Fettes.

## **12.7 INCIDENT INFORMATION**

On receipt of an emergency incident report, the FTNS Duty Officer should obtain the following details from the person making the report:

- Location (i.e., Berth No, Ships Name, etc.).
- Possible casualty numbers or other effects.
- Whether immediate assistance required and what type of assistance.
- Present situation, including any hazard to third parties.
- Response actions already taken.

## **12.8 ACTION BY PORT AUTHORITY (FORTH PORTS LIMITED)**

12.8.1 The FTNS Duty Officer will:

- Initiate the Call-out Procedure detailed in Appendix 3.
- Commence logging all available details of the incident.
- Control the movement of other shipping traffic to maintain a safe distance from.
- Transmit incident information as appropriate to other shipping, with details of any hazards.
- Obtain as much information as possible for passing to the MEC and the Coastguard.

12.8.2 On arrival at the MEC, the Incident Controller will:

- Obtain all available incident data from FTNS.
- Assume formal responsibility for Emergency Tay operations and advise all parties.
- Liaise with the Coastguard and assess any requirement for SAR operations, including possible evacuation from Terminal or ship.
- If appropriate, confirm departure arrangements for vessels at the terminal.
- Activate back-up resources as required by the emergency situation.
- Arrange an exclusion zone for other vessels and aircraft, around the incident location.

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- If deemed necessary to remove vessel(s) from the Wharf, arrange safe passage and anchorage facilities, having regard to the hazards present and their possible effect on others.
- Liaise with representatives of the Emergency Services.
- Liaise with the Coastguard and provide regular sitreps by E-mail/fax.

12.8.3 Forth Ports personnel will report as per chapter 10.

## 12.9 THE EFFECTS OF AN EXPLOSION

12.9.1 The effects of an explosives incident will depend on the net explosive quantity and United Nations hazard divisions of the explosives involved. This latter information is included in the information that has to be given before explosives are brought into the port. The six hazard divisions of United Nations class 1 are:

**Division 1.1** substances and articles which have a mass explosion hazard.

**Division 1.2** substances and articles which have a projections hazard but not a mass explosion hazard.

**Division 1.3** substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both, but not a mass explosion hazard.

**Division 1.4** substances and articles which present no significant hazard. An Explosive Licence is not required for this category, but it has been included for good order sake.

**Division 1.5** very insensitive substances which have a mass explosion hazard.

**Division 1.6** extremely insensitive articles which do not have a mass explosion hazard. This category is not included in the Port of Dundee's Explosive Licence.

Explosives in division 1.5 are relatively insensitive to many of the stimuli that could lead to accidental initiation of explosives in other hazard divisions. For emergency purposes, however, division 1.5 explosives should be treated as though they were division 1.1 explosives.

### 12.9.2 **Division 1.1 and 1.5 Explosives**

The main hazard of division 1.1 and 1.5 explosives is a mass explosion affecting virtually the entire load almost instantaneously and the consequential blast. The blast effects reduce with distance. Apart from those very close to an explosion people are generally less vulnerable in the open away from structures which might collapse on them. A guide to the minimum evacuation distances to offer protection from a mass explosion

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can be found in the schedule of the port explosives licence for the area concerned. Everyone in the open should be evacuated to at least the distance shown in the column headed 'distance to other explosives or persons in the open' for the maximum quantity of explosives liable to be present. People in buildings should be evacuated to at least the distance shown in the column headed 'distance to a passenger vessel'. As blast is usually accompanied by projections, such as fragments of vehicles, buildings or ships, assembly points for people evacuated from buildings should be on the far side of the building from any likely incident. The assembly point should not, however, be immediately outside the building because of the risk of flying glass and other debris. It is emphasised that these are absolute minimum evacuation distances. If time allows evacuation should continue away from the site of the incident until people in the open are at least 400 metres from the site.

### 12.9.3 **Division 1.2 Explosives**

The main hazard from division 1.2 explosives is projection of debris, e.g. parts of articles, whole articles and parts of packaging. The range of these projections is not necessarily dependant on the quantity of explosives. Incidents involving division 1.2 explosives are characterised by sporadic explosions of individual articles over a prolonged period which typically may last several hours. The best protection is shelter but is essential that people stay well clear of windows. Again, people in the open should be evacuated to places at least 400 metres from the site of the incident.

### 12.9.4 **Division 1.3 Explosives**

The main hazard from division 1.3 explosives is thermal radiation. The best protection against this is a combination of distance and shelter. If it is not possible to evacuate to a safe distance people should seek fire-resisting shelter rather than remain in the open.

### 12.9.5 **Division 1.4 Explosives**

Division 1.4 explosives if initiated gives rise to a serious but localised fire. The normal emergency procedures for fires in the port should therefore be implemented.

## 12.10 **DAMAGED EXPLOSIVES**

Explosives that are damaged or appear to be damaged in any way, including any packaging must be temporarily taken aside under surveillance; reported for examination, repair or safe and secure disposal by the person in charge. This must be reported to the Explosive Security Officer.

If any explosives have escaped or spilled from their packaging then the person in immediate control should:

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- Consult with a competent person and arrange recovery.
- Report any deficiency and the occurrence to the Explosive Security Officer.
- After consulting with the competent person ensure safe and secure arrangements are made for re-packing the goods. Any goods that are not re-packed will be securely disposed of.

### 12.11 THEFT OR LOSS

Any theft or loss of goods must be reported to the police and fire and rescue services immediately. As much information as possible will be made available to the police initially, which will include all dangerous goods documentation that is relevant to the theft or loss.

### 12.12 ACCESS TO BERTHS

It is essential that adequate means of escape from explosives berths and access for emergency services are maintained at all times explosives are present.

While the most likely site of an incident will be at the explosives berth, an accident could occur to a vehicle or vessel going to or from the berth.

Non-essential personnel must vacate the vicinity during the handling of the explosive goods and no other conflicting operation (such as bunkering) will be allowed during this time

### 12.13 EMERGENCY INFORMATION

If an incident occurs, it is essential that the emergency services are informed of relevant hazards without delay and the Forth Ports Emergency Plan is activated rapidly.

The Duty Assistant Harbour Master must therefore notify the master of any explosives ship of the emergency arrangements at the berth as soon as practicable after the ship has berthed. The master must be given written details of how to call the emergency services. It is also necessary to ensure there is no scope for confusion due to language difficulties.

The Duty Assistant Harbour Master should ensure that information is immediately available to the emergency services on the identity, quantity and location of all explosives on a berth. Similar information should also be available on any other dangerous substances present on the berth.

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# Appendix 1 - Parties Consulted in the Plan Preparation

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MCGA, FIFENESS

FIFE CONSTABULARY  
TAYSIDE POLICE

TAYSIDE FIRE AND RESCUE SERVICE  
FIFE FIRE AND RESCUE SERVICE

DUNDEE CITY COUNCIL  
PERTH AND KINROSS COUNCIL  
ANGUS COUNCIL

NYNAS UK

SCOTTISH AMBULANCE SERVICE

HM CUSTOMS & EXCISE

SCOTTISH EXECUTIVE  
SCOTTISH ENVIRONMENTAL PROTECTION AGENCY  
SCOTTISH NATIONAL HERITAGE  
MARINE SCOTLAND

TARGE TOWAGE LTD  
BRIGGS MARINE CONTRACTORS, BURNTISLAND

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## Appendix 2 – Associated Emergency Plans

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### FORTH PORTS LIMITED

Forth Ports Port Emergency Plan  
Port of Dundee Oil Pollution Contingency Plan  
Port of Dundee Explosives Plan

### NYNAS UK TERMINAL EMERGENCY PLAN

### DUNDEE CITY COUNCIL

Tayside Strategic and Tactical Co-Ordination Plan  
Emergency Response – Generic Multi-Agency Co-Ordination Plan

### FIFE COUNCIL

Fife Council Emergency Planning Response Arrangements  
Major Accident Hazard Pipeline Emergency Response Plan  
Fife "O" Plan

### NATIONAL GRID ON-SITE EMERGENCY PLAN

Note: Copies of all the above plans are retained in the Marine Emergency Centre, Grangemouth or Dundee Port Office, for reference as appropriate.

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# Appendix 3 – Alarm and Call-Out Procedures

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## **RAISING THE ALARM (FTNS)**

- 1.1 On being advised of an emergency situation occurring within the Area of Jurisdiction of the Plan, the Duty Officer at Forth & Tay Navigation will initiate the alerting procedure, as follows:

Advise one of the following by telephone:

- a) Chief Harbour Master, or
- b) Harbour Master Dundee, or
- c) Their nominated Deputy

**Responsibility for declaring EMERGENCY TAY will rest with any member of the above list. If none of the above can be contacted in the first instance, the FTNS Duty Officer will declare EMERGENCY TAY as appropriate.**

Advise HM Coastguard Aberdeen by telephone.

- a) Local time that EMERGENCY TAY plan was activated.
- b) Brief details of incident.
- c) Location of incident.
- d) Action taken so far.
- e) Units involved.
- f) Confirm co-ordination of incident. (e.g., is SAR required?).
- g) Communications channels in use.

Contact Forth Ports Response Team by Telephone.

- a) Chief Harbourmaster or Deputy, as appropriate.
- b) Response Team Secretary and Telephonist.
- c) Public Relations Consultants.
- d) Appropriate FTNS Officers.
- e) Appropriate VTS Operators

External Parties (Depending on Sea Area)

- a) Police Scotland
- b) Scottish Ambulance Service
- c) Scottish Environmental Protection Agency \*
- d) Marine Scotland\*
- e) Angus Council
- f) Dundee City Council
- g) Fife Council

\*Mandatory

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- 1.2 FTNS will also advise and control the movement of all other shipping in the vicinity until co-ordination of operations is formally assumed by the MEC or the MRCC as appropriate.
- 1.3 FTNS will further advise shipping out with the immediate vicinity of the incident on VHF Channel 12.

**RAISING THE ALARM (Police Scotland)**

- 2.1 On receipt of an activation call from FTNS, Police Scotland, Tayside Division have agreed to cascade the information to the following parties:
  - a) **Scottish Fire & Rescue Service**
  - b) **NHS Tayside**
  - c) **Relevant Local Authorities**
- 2.2 In keeping with local arrangements, a Police Officer will be deployed to the MRCC at Aberdeen for liaison purposes.

**RAISING THE ALARM (FIFE CONSTABULARY)**

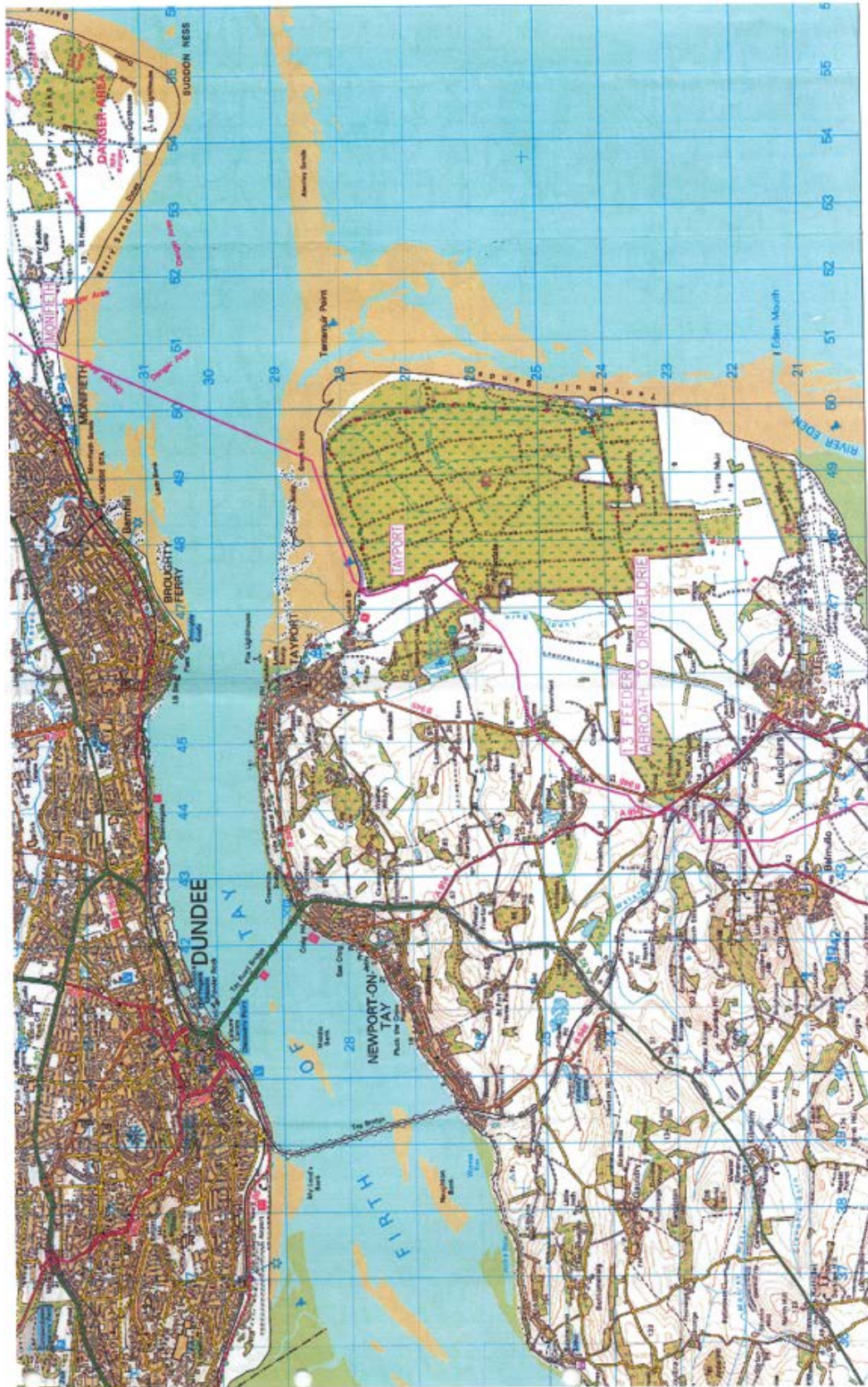
- 3.1 On receipt of an activation call from FTNS, Police Scotland, Fife Division has agreed to cascade the information to the following parties:
  - a) **Fife Fire & Rescue Service**
  - b) **Fife Health Board**
  - c) **Fife Council - Emergency Planning Officer**

**RAISING THE ALARM (HM COASTGUARD)**

- 4.1 On being advised that Emergency Tay has been activated, HMCG will assess the need for and initiate any search & rescue action that may be required and will inform appropriate parties, including the following, in accordance with standing instructions:
  - a) **MCA Maritime Rescue Co-ordination Centre, Aberdeen**
  - b) **Marine Accident Investigation Branch**
  - c) **Royal National Lifeboat Institution**

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# Appendix 4 – Maps



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# Appendix 5 – Locations/Operators Handling Dangerous Substances

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## **NYNAS UK**

### **East Camperdown Street**

Dundee  
DD1 3 LG

Tel: 01382 462 217

Location: Port of Dundee

Dangerous substances: BITUMEN AND PERTOLEUM PRODUCTS

## **ANGUS HORTICULTURE**

Polmood  
Guthrie  
Forfar  
DD8 2TW

Tel 01241 829 049

Location: Dundee

Dangerous Substances: NPK Fertilizer

Contact 24 Hours. 07730 431272

## **YARA**

King George V Wharf Rd,  
Dundee  
DD1 3ZU

Tel 01382 453315

Location: Dundee

Dangerous Substances: Ammonium Nitrate (lower tier Comah site)

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## **PIPELINES**

### **National Grid – Gas Pipeline**

Tel: 08701 191 0630

Location Sub-Sea Pipelines at Monifieth to Tayport

Dangerous Substances North Sea Natural Gas

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## Appendix 6 – Explosive Licence Schedule

Place / Wharf	Maximum Aggregate in KG				Occupied Buildings Distance	Pass. Vessel Distance	Distance to Persons in open/other explosives	SD1	SD2	SD3
<b>Class 1 Explosives</b>	<b>1.1</b>	<b>1.2</b>	<b>1.3</b>	<b>1.5</b>						
King George Wharf	50	50	50	50	16	16	5	22m	32m	65m
King George Wharf	100	100	130	100	25	25	8			
King George Wharf	150	150	300	150	50	32	11			
Eastern Wharf Ro-Ro	50	50	50	50	25	16	5	26m	39m	78
Eastern Wharf Ro-Ro	100	100	130	100	25	25	8			
Eastern Wharf Ro-Ro	200	200	500	200	55	39	13			
Prince Charles Wharf	50	50	50	50	25	16	5	26m	39m	78m
Prince Charles Wharf	100	100	130	100	55	25	8			
Prince Charles Wharf	200	200	300	200	55	39	13			

SD: Safeguarding Distance

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# Appendix 7 – Media Statement

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During any emergency incident at the ports, Terminal or on the river, FTNS often receive calls from the press requesting information.

It is important that any calls received by FTNS are handled in a uniform manor, ensuring any enquiries are passed onto the company media consultants Spreng & Co on the following contact details:

**Spreng & Co**

**Office: 0141 5485191**

**Mobile: 07803 970103 / 07803 970106**

When asked by the media or members of the public about an incident the Duty Officers should respond with the following statement and then pass on the media consultants contact details:

**I can confirm there has been an incident in the ..... involving .....  
Further information regarding this incident may be obtained from our media consultants Spreng & Co.**

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# Appendix 8 – SITREP

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Date:                      Time:                      (Local Time)                      Area:

Incident Reference:

Locus:

Incident Type:

Incident Date:

Incident Time:

Tide Data	Date	HW Time	HW Height	LW Time	LW Height

Weather:

Visibility:

Light:

Account of Incident:

Time	Narrative

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## Appendix 9 – Response Assist Lists

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### 10.1 The purpose of the “Assist List”

The response assist list has been formulated for the purposes of providing an umbrella style “aid to memoir” so each organisation has a generic understanding of the required actions (if applicable) for a marine related incident within The Port of Dundee area of jurisdiction as outlined in section (1.3) of the plan.

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# Response Assist List

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- ⚓ Commence Log?
- ⚓ Identify risks and hazards
- ⚓ In the event of an oil spill activate Dundee OPRC?
- ⚓ Is Dundee OPRC pipeline response procedure being followed?
- ⚓ POLREP?
- ⚓ Are there any casualties on board?
- ⚓ Is vessel to be evacuated?
- ⚓ Search & Rescue activated?
- ⚓ Has a landing area been established for crew/casualties?
- ⚓ Pollution evident/imminent?
- ⚓ Activate Call Out System?
- ⚓ Set-up exclusion zones
- ⚓ Have the necessary security arrangements been made?
- ⚓ Possible port closure?
- ⚓ Is there a port of Refuge?
- ⚓ Evacuation of effected areas?
- ⚓ Are there volatile substances/terminals in the vicinity?
- ⚓ Are there any volatile substances on board?
- ⚓ Effect on other traffic?
- ⚓ Suspend river traffic?
- ⚓ Establish position of incident?
- ⚓ Establish the nature of the seabed
- ⚓ Vhf emergency navigation broadcast?
- ⚓ COLREG sound signal/visual displayed
- ⚓ Public announcements made?
- ⚓ SITREP?
- ⚓ Obtain Meteorological, Tidal & Daylight hours data?
- ⚓ Is pilotage available/required?
- ⚓ Establish vessel details & status?
- ⚓ What cargo/bunkers does the vessel have on board?
- ⚓ Damage assessment of the vessel?
- ⚓ Establish Cause of event fire/flooding/etc?

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## Response Assist List

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- ⚓ Are there any unknown obstructions
- ⚓ Damage control considerations (can flooding be contained)?
- ⚓ Are pumps available?
- ⚓ Establish quantity & Type of release?
- ⚓ How is the stability of the vessel affected?
- ⚓ Is HAZMAT information available?
- ⚓ Vessel secure & operations suspended
- ⚓ Ascertain whether vessel is able to manoeuvre
- ⚓ Has the vessel lost any cargo
- ⚓ Towage requirements/availability
- ⚓ Are fire-fighting tugs available?
- ⚓ Are tugs with pollution equipment available?
- ⚓ Consider Media statement (as Per Appendix7)?
- ⚓ Have lines of communication been established?
- ⚓ Emergency services alerted?
- ⚓ Type/Location of vessel established?
- ⚓ Ascertain other type of vessels able to assist?
- ⚓ Consider Masters Actions?
- ⚓ Activate bomb disposal unit?
- ⚓ Security considerations?
- ⚓ Source landing areas for landing casualties?
- ⚓ Decontamination process commenced
- ⚓ Vessel evacuation process?
- ⚓ Is there type of terror threat / scenario?
- ⚓ Bomb threat checklist if applicable?
- ⚓ Effect of incident on crew/public assessed
- ⚓ Emergency services alerted?
- ⚓ Are Radio communications suspended?
- ⚓ Surrounding vessels/persons warned/notified?
- ⚓ Muster points for services / on scene commanding?
- ⚓ Medical triage considered?
- ⚓ Validity of threat confirmed?

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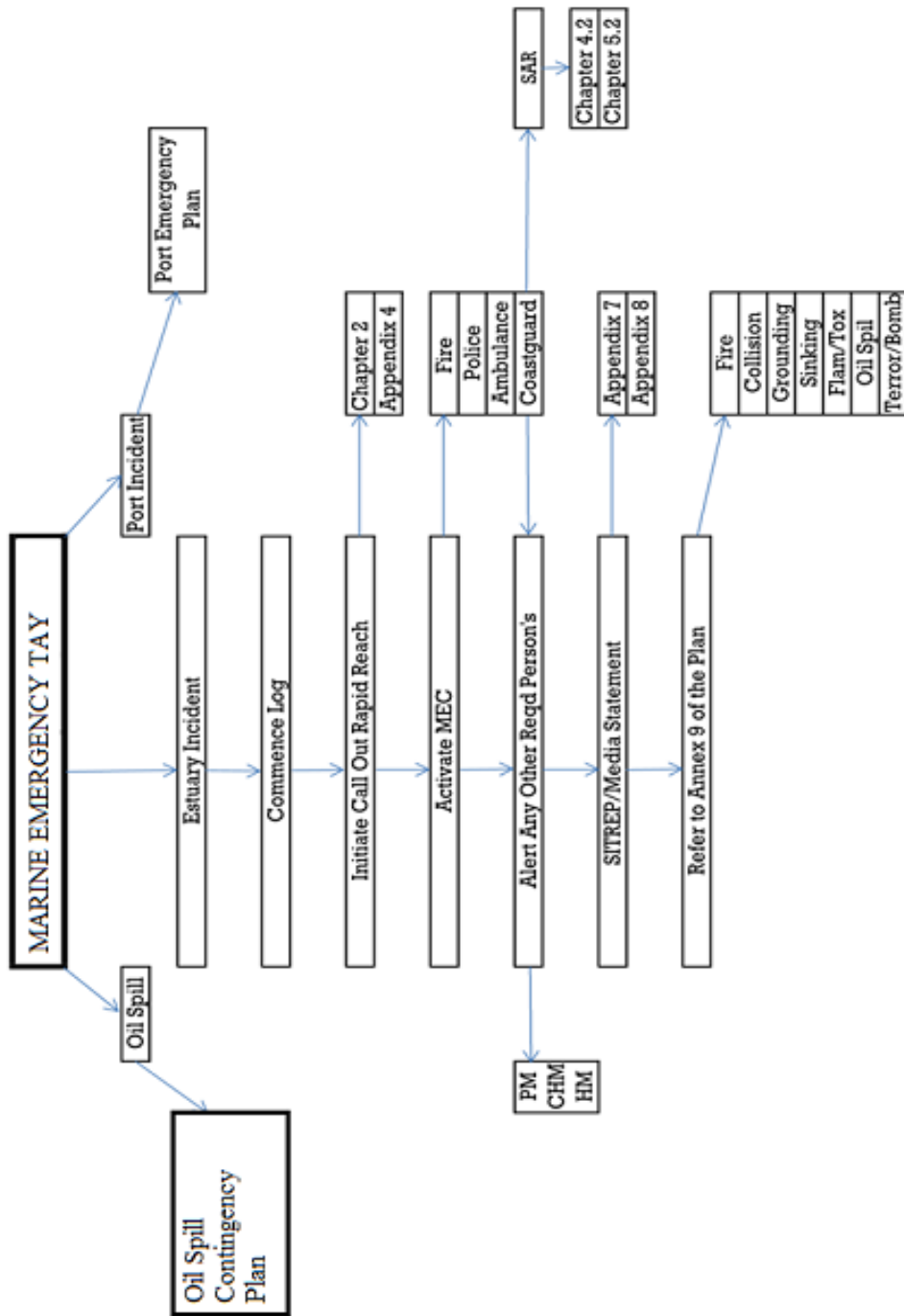
# Response Assist List

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- ⚓ Consider repercussions of vessel explosion?
- ⚓ Consider MAIB requirements?
- ⚓ Consider SOSREP involvement? (Possible salvage)?

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# Appendix 10 – Emergency Action Flow Chart



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