

V.O.CHIDAMBARANAR PORT TRUST
INTEGRATED MANAGEMENT SYSTEM MANUAL

V.O.CHIDAMBARANAR PORT TRUST



PROCESS	MARINE DEPARTMENT
SECTION	MANUAL FOR POLLUTION CONTROL CELL

ISSUE NO	: 00
DATE	: 05.08.2017
APPROVED BY (WITH SIGN)	Sd/-(05.08.2017) Deputy Conservator

ISSUE NO: 00	APPROVED BY Deputy Conservator
DATE: 05.08.17	

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LIST OF RECIPIENTS

SI.NO	NAME OF THE RECIPIENTS	CONTROLLED COPY NO
1	Harbour Master	1
2	Fire & Assistant Safety Officer	2

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REVISION SHEET

1. ISSUE STATUS :

SI.N O	ISSU E NO	DATE	REASON FOR REVISION
1	1	05.07.2017	Upgradation & Integration of QMS(9001:2015),EMS(14001:2015),OHSAS(18001:2007)

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SCOPE

Pollution Control is an important activity in the overall environment protection. Ship's discharge within the Port area should be free from any oil or other harmful discharges. The procedure for pollution control in Port provides means and ways to prevent the same.

IMS POLICY OF THE PORT

We are committed to provide seaport facilities and related support services for seaborne transport facilities by –

- Ensuring quality service to EXIM Trade, by adhering all legal requirements.
- Protecting the environment including prevention of pollution.
- Ensuring safety by preventing injury and ill health.
- Continually improving the overall effectiveness of IMS through

Employee motivation and empowerment with social responsibility towards the progress of the Nation.

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IMS OBJECTIVE OF THE DEPARTMENT

QMS

To ensure Pilot boarding the vessel within 1 hour and 10 minutes on the vessel reporting readiness for Incoming Vessel and 1 hour for Outgoing Vessel.

EMS

To maintain clean and pollution free port.

OHSAS

To ensure use of proper PPEs.

IMS OBJECTIVE OF THE SECTION

QMS

Issue notice to the master of the vessel through Pollution Control Officer/ Deputy Conservator within 2 hours and 30 minutes on receipt of message from various sources.

EMS

To maintain clean and pollution free port.

OHSAS

To ensure use of proper PPEs.

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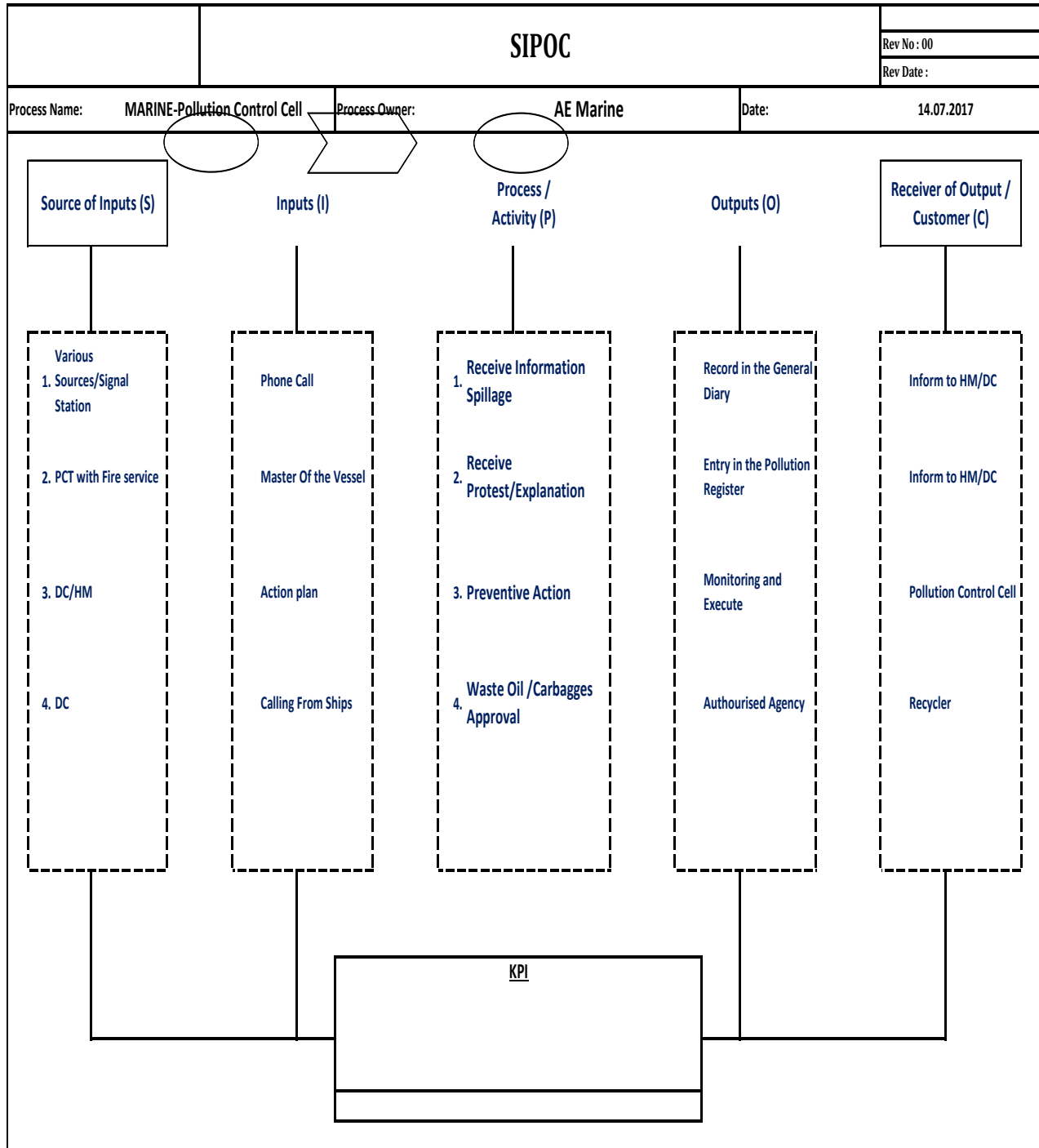
ABBREVIATIONS	
A.F.O	Assistant Fire Officer
C.I.S.F	Central Industrial Security Force
D.C	Deputy Conservator.
F&ASO	Fire & Assistant Safety Officer.
H.M	Harbour Master.
I.M.D.G	International Maritime Dangerous Goods
S.I	Safety Inspector
S.O	Sub Officer
SL.NO	Serial Number.
V.O.C.P.T	V.O.Chidambaranar Port Trust
Yr.	Year.

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SIPOC



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Interested Parties	
4.2 Understanding the requirements of the Interested parties	
Interested Parties	Requirements
HM	Receive Information Spillage, Protest
DC	Receive Information Spillage, Protest
Recycler	Waste oil/ garbage's

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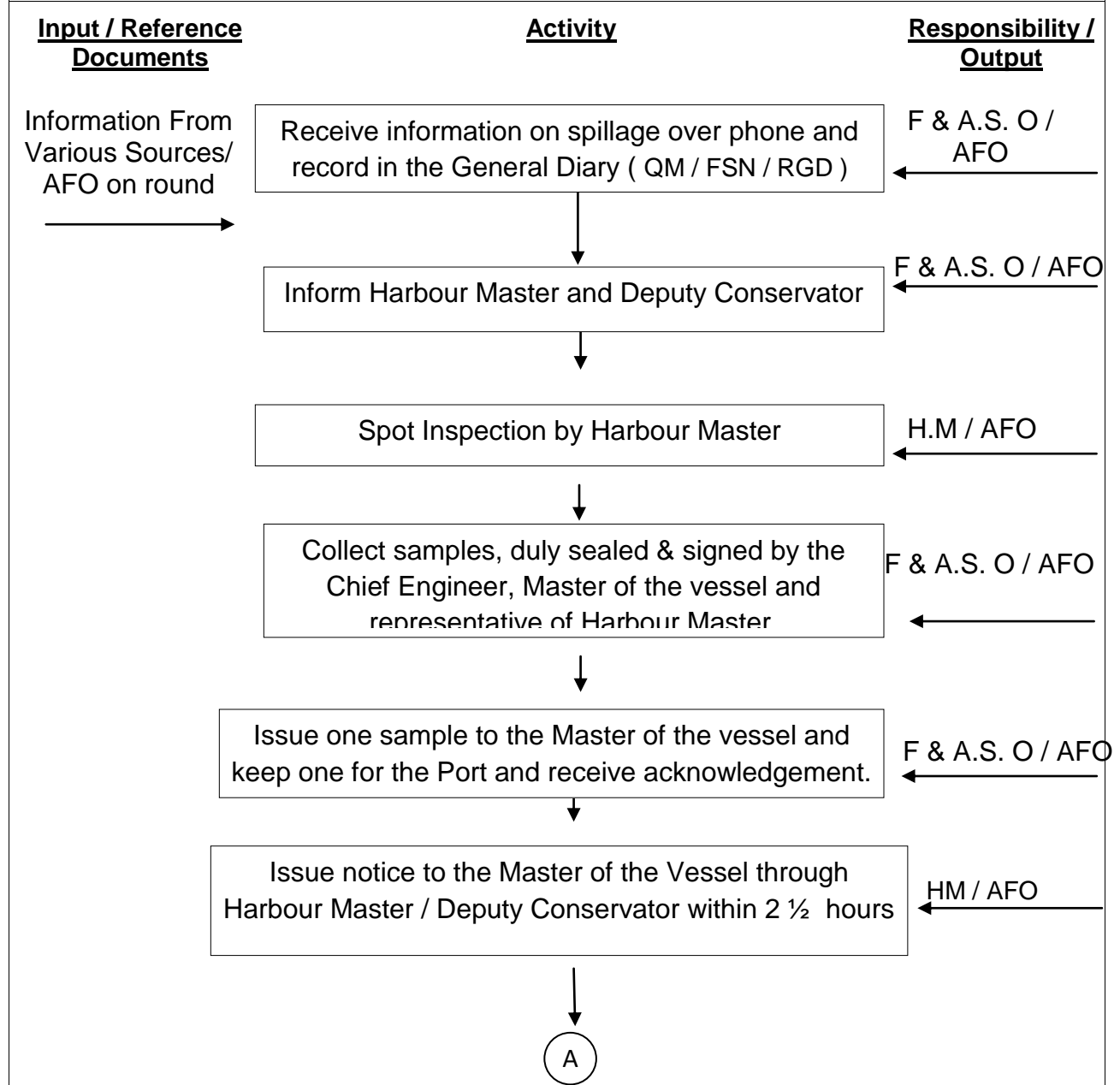
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LIST OF EQUIPMENT IN POLLUTION CONTROL

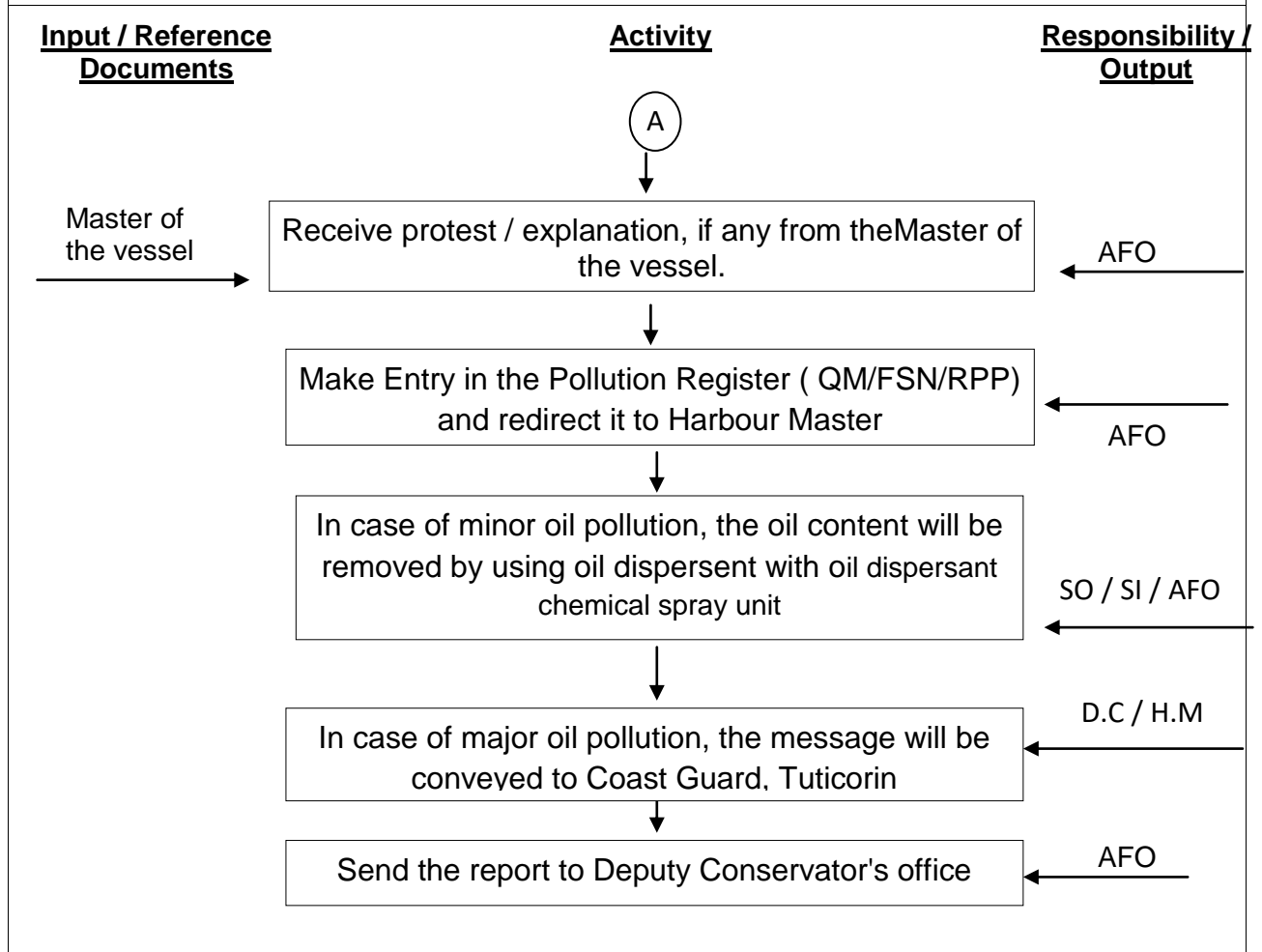
Sl.No.	Equipment
1.1	Oil spill Dispersant unit (stirup pump) - 1 no.
1.2	Fire Buckets - 5 nos.
1.3	Chemical spill Dispersant - 1000 litres.

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Activities Carried Out in the Pollution Control Cell

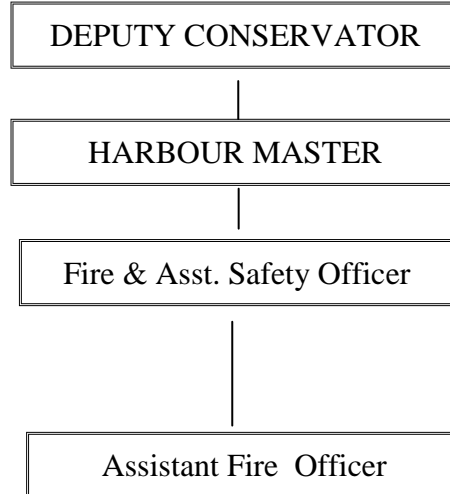


Activities Carried Out in the Pollution Control Cell



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ORGANISATION CHART



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RISK ASSESSMENT AND RISK TREATMENT

RISK	CONTROL METHOD/PROCESS
Communication	Communication facilities should be improved

KEY PERFORMANCE INDICATOR:

Issue notice to the master of the vessel through Pollution Control Officer/ Deputy Conservator within 2 hours and 30 minutes on receipt of message from various sources.

ACTION TO ADDRESS RISK AND OPPORTUNITIES

We determined the risks and opportunities related to its environmental aspects (see 10.2), compliance obligations (see 10.4) and other issues and requirements,

SI NO	ASPECT	IMPACT	CONTROL METHOD
1.	Spillage / leakage of oil	Marine Pollution	OCP 4
2	Spillage oil during bunkering	Marine Pollution	OCP 5
3.	Generation / Disposal of Garbage	Contamination of Harbour Water & Land Area	OCP 6
4.	Emission of smoke	Air Pollution	OCP 1
5.	Noise Pollution	Health Hazard	OCP 9
6.	Consumption of Fuel	Reduction of Natural Resources	OCP 10
7	Generation of waste oil	Hazardous	OCP 13

Reference Standard Requirement

ISO 14001:2015, Clause: 6.1.1

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Hazard Identification, Risk Assessment and Controls

SI NO	HAZARD	RISK	CONTROL METHOD
1.	Breaching Safety Items	Minor/Major Injury- Fatal accident	SOP-5,SOP-3
2.	Emission of Smoke	Health Hazard	SOP-3
3.	Noise Hazard	Health Hazard	SOP-3
4.	Leakage of oil	Slips/Trips & Falls	SOP-5
5.	Pressured Pipeline	Human injury	SOP-5
6	Waste-garbage/ Cotton rags/oil	Fire & Explosion	SOP-10

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MASTER LIST OF DOCUMENTS

SI. No.	MASTER LIST OF DOCUMENTS	CODE NO
1	Pollution Charges Register	QM/PCC/RPP
2	General Diary	QM/FSN/RGD
3	Pollution Report Form	QM/PCC/FPR

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LIST OF REGISTERS

Sl.No.	LIST OF REGISTERS:	CODE NO.	RETENTION PERIOD
1	Pollution Charges Register	QM/PCC/RPC	3 years.
2	General Diary	QM/FSN/RGD	3 years

Sl.No.	LIST OF FORMATS :	CODE NO.
1	Pollution Report Form	QM/PCC/FPR

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