

# Glensanda Port & Terminal Information Booklet



Welcome to the Port of Glensanda. The following information is intended to help ensure that all activities carried out here are done safely, and with a regard to the environment. All operations are carried out in compliance with the Port Marine Safety Code and with the Glensanda Harbour Byelaws. Please read the following information and take note of those sections that apply to you.

If you have any questions regarding any aspect of the Glensanda operation, please do not hesitate to contact me.

Ian F.Henry  
Glensanda Harbour Master

Issue 19 23 <sup>rd</sup> February 2023
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Harbour Master / PFSO	Ian F.Henry Glensanda Office Tel: 01631 568110 / 568100 Fax: 01631 730460 Mobile: 07815 966302 e-mail: <a href="mailto:ian.henry@aggregate.com">ian.henry@aggregate.com</a>
Deputy Harbour Master	Gregor Hutchison Mobile: 07788 872820 Email: <a href="mailto:gregor.hutchison@aggregate.com">gregor.hutchison@aggregate.com</a>
Pilot	Duty Pilot Office Tel: 01631 568116 / 730537 Fax: 01631 730460 e-mail : <a href="mailto:glensanda.shipping@aggregate.com">glensanda.shipping@aggregate.com</a>
Shipping Agency	Morvern Shipping Agency Ltd. Tel: 01631 568110 / 568100 Fax: 01631 730460 e-mail : <a href="mailto:glensanda.shipping@aggregate.com">glensanda.shipping@aggregate.com</a>
<b>Site contact for berthing &amp; loading - 24 hours</b>	<b>Berthing / Loading crew Shift Manager</b> Tel: 01631 568101 / 568130 Mobile (24 hrs) 07815 966358 e-mail : <a href="mailto:glensanda.shipping@aggregate.com">glensanda.shipping@aggregate.com</a>

See company website for more information on Glensanda – [www.aggregate.com](http://www.aggregate.com)

**General Information**

**Covid-19**

During the current Covid-19 pandemic, we have had to modify some of our port protocols to ensure the safety of port staff and ships' crews. Until further notice Agents will not board vessels at Glensanda; all communication will be conducted by email, phone and radio. All paperwork required will be taken on board by the Pilot if one is employed, or will be passed to the vessel from the main jetty. To ensure safety, crew are only permitted ashore in order to carry out safety critical work such as draft readings or hull inspections. While ashore minimum 2m distancing should be maintained between crew and any staff ashore.

Glensanda Ship Loading Jetty	<p>One berth only – in regular use by ships of between 100 and 110,000 m/t deadweight. Jetty 100m in length fitted with 5 large Yokohama fenders with face panels.</p> <p>Berth has swept depth alongside of -12.3metres CD. A minimum under keel clearance of 0.6m is required at all times.</p> <p>Jetty is lit with flashing red light at each end (Fl.R.4M) Outer dolphins at either end of jetty for large vessels moorings.</p>
Armour Stone Jetty	<p>A smaller Jetty for the shipping out of Rock Armour Stone, with sizes up to 25 tonne. Loading at this jetty is by means of grab or loading shovel. Note there is no rock bin, only a flat jetty platform where machines operate, or stone is placed for self-load. Berth has swept depth alongside of -5.0metres CD. Jetty on two levels total 70 metres length with rubber fendering. Layout is shown at Annex 1D.</p>
Purpose	To serve the loading and export of granite aggregate from the Yeoman Glensanda Quarry.
Location	In 56° 34'N 05° 32'W. On the western shore of Loch Linnhe in the Morvern Peninsula.
Access	<p>No road or rail access – the only access is by sea. All visitors must come through Yeoman's reception terminal at Rhugh Garbh – 10 miles North East of Oban on the A828 main Oban / Fort William road.</p> <p>Passage across Loch Linnhe can be arranged on the Yeoman launch service through Morvern Shipping Agency for essential visitors. This must be booked in advance.</p>
Health & Safety	<p>Please take note of safety clothing requirements on back of this booklet. It should be noted that the Glensanda aggregates have a high silica content, and it is recommended that face masks and also eye protection are worn when exposed to dust while loading.</p> <p>Any crewmember coming ashore must comply with minimum protective clothing requirements; hard hat, lace up safety boots, safety glasses, hi-vis long sleeve jacket, hi-vis trousers and life jacket. These should be worn whether on the jetty or ashore to ensure personal safety. Glensanda operates to ISO 45001 Health &amp; Safety standard.</p>
Facilities	<p>No fuel, no fresh water, no stores, no workshops, no repairs - the only commodity is the cargo. Owing to its remoteness this is a poor place for changing crew or for visiting the ship. Emergency first aid medical services are available on site. Otherwise medical, dental and legal services are available in Oban but the time taken to utilise them will probably delay the ship's departure.</p>

### **Notifications**

Advance Notice	<p>A pre-arrival checklist must be submitted to show suitability of vessel for Loading Solid Bulk Cargo and confirmation that all equipment is in working order – see Annex II. At least 24 hours prior to arrival, vessels must submit by email the CERS3 pre-arrival form. This will be entered online to the Maritime &amp; Coastguard Agency by the ships' agent at Glensanda. This form can be downloaded from</p> <p><a href="http://www.gov.uk/government/publications/the-cers-workbook">www.gov.uk/government/publications/the-cers-workbook</a></p> <p>Approaching vessels should send daily ETA's by email to Glensanda – with each notification timed to reach Glensanda by 0700 to permit the Port and quarry to plan their daily operations.</p> <p>Call berthing / loading crew Shift Manager by phone 1 hour before arrival.</p>
Port Security	<p>Glensanda Port Facility complies with Chapter XI-2 of the SOLAS convention and Part A of the International Ship and Port Facility Security Code (ISPS Code) and has an approved Port Facility Security Plan (PFSP). Glensanda Port Code is GBGSA, facility 0001.</p> <p>Vessels calling to load at Glensanda must submit at least 24 hours in advance a completed CERS3 notification by e-mail.</p> <p>Send Pre-Arrival Notifications by email to :- <a href="mailto:glensanda.shipping@aggregate.com">glensanda.shipping@aggregate.com</a></p> <p>Declaration of Security will not be routinely issued; it is required only in certain specific circumstances. Should the SSO request that a Declaration of Security be issued, this should be discussed with the PFSO. Failure to comply with advance notice security requirements may result in berthing / loading being delayed at owner's expense.</p>
Customs	<p>Documentation requirements same as at other UK ports. Separate arrival and departure declarations are required if arriving from / sailing for outside UK. FAL 1 (General Declaration) &amp; FAL 5/6 (Crew List) should be emailed to agency at least 36 hours before arrival, plus Maritime Declaration of Health. Cargo export clearance is arranged by the Agency directly with UK Customs.</p>
Communications	<p>Messages for vessels en route will be passed via Mobile Phone, e-mail or by fax. As vessels approach watch is kept on VHF Channel 14. Please call for Glensanda Harbour. Whilst in port communication can be made with the Harbour Master on VHF Channel 14 or by phone at any time. Large vessels are to provide the ship-loading operator with a ships' radio for communication between ship and shore during the loading operation. Smaller vessels can communicate with the Harbour Master and Loading Control Room operator on VHF Channel 14 throughout loading operation.</p>

## **Environment**

Port Waste Facilities	<p>None available at Glensanda, due to remoteness of location, environmental and planning constraints. Morvern Shipping Agency can arrange, at the Owners expense, for a barge to attend for the transportation of waste from the vessel to the nearest suitable discharge facility on the mainland. The agent requires two full day's notice of intention to discharge waste. The waste must be in sealed, waterproof containers, suited to the purpose of holding waste.</p> <p>Glensanda takes due regard to MARPOL conventions in maintaining the marine environment. Waste declaration must be made on the CERS3 advance notice workbook submitted by email.</p> <p>Glensanda cargo residue is not harmful to the marine environment, and is classified under MARPOL Annex V as J. Cargo Residues (non-HME).</p>
Prevention of Pollution in Loch Linnhe	<p>As the waters of Loch Linnhe contain many salmon and shellfish farms and are also worked by commercial fishermen, it is extremely important that visiting vessels cause absolutely no pollution of any nature to these waters.</p> <p>The following instructions must be strictly adhered to whilst in Loch Linnhe, whether on berth or at anchor waiting to load:-</p> <ol style="list-style-type: none"><li>1. Vessels must arrive with clean ballast water on board. The discharge of any dirty ballast water is strictly prohibited.</li><li>2. All cleaning of vessels holds, decks and self-unloading systems must be completed before vessels arrive in Loch Linnhe. Under no circumstances must any previous cargo residues be washed or dumped into Loch Linnhe.</li><li>3. The pumping out of any bilges is strictly prohibited whilst vessels are in Loch Linnhe.</li></ol> <p>The approaches to Glensanda pass through a Marine Protected Area which is subject to extra environmental controls.</p> <p>To sum up, this means that the Masters of all vessels must instruct their crews to take great care not to cause any pollution to the waters of Loch Linnhe by any substance. Any spillage of oil or fuel into Loch must be reported to Harbour Master immediately.</p> <p>Glensanda operates to ISO 14001 Environmental Standard.</p>

### **Navigation**

Approaches	Through the Firth of Lorne, when approaching from the south and through the Sound of Mull when approaching from the north. Vessels are required to maintain a suitable passage plan.
Vessels Transiting the Sound of Mull	Following discussions with the Secretary of the local Fishermen's Association, all large vessels in ballast and loaded transiting the Sound of Mull en route to and from Glensanda are requested to broadcast a "Securitie" warning on VHF Channel 16 when approaching Ardnamurchan Point from the North and Craignure from the South, advising all vessels in the vicinity, of their passage through the Sound of Mull. Your co-operation with this request will be greatly appreciated by the local Fishermen operating within the Sound of Mull area.
Pilot Station	Pilot Station is at Southern Harbour limits in position 56° 31'N 05° 35'W.
Pilotage	<p>Pilotage Directions are published on the company website. Required for all vessels over 8,000 m/t DWT. Vessels less than 8,000t DWT or less than 120m in length generally berth without a pilot. No vessel exceeding 8,000 m/t DWT should approach beyond 56° 32'N without a pilot on board, or specific permission from the Harbour Master or his deputies.</p> <p>Pilot boarding arrangements should comply with SOLAS Reg V/23 and IMO Resolution A.1045(27) – see Annex IV(p.15)</p> <p>No vessel is to attempt to berth at the jetty until the Harbour Master or deputy has given permission to come alongside, usually on VHF Ch.14.</p>
Anchorage	Large vessels can anchor at Outer Anchorage around position N56°27.4' W005°31.5' to the East of the Island of Lismore. In emergency vessels can also anchor 2 miles South of Glensanda Jetty in 60 metres of water. Vessels under 10,000 m/t DWT should anchor 2.5 miles East of Glensanda Jetty in 25 metres of water.
Weather	Invariably mild. Prevailing wind is South Westerly – parallel to the berth. Storms and severe gales are not unknown and Masters are cautioned to be prepared for sudden changes in weather. Vessels must keep their machinery in a state of readiness unless the Harbour Master gives his specific authority for any immobilisation. Hot work permit should be obtained before carrying out any welding repairs or fabrication.
Tidal Stream	During Spring ebb tides, a sluggish South Westerly current has occasionally been observed of up to about 1.25 knots but for all practical purposes there is no appreciable tidal stream in the Harbour, except after a period of SW'ly gales which tends to build up the water in the loch, and then when the wind veers or subsides a continuous strong ebb tide running up to 3.5 knots can be experienced for 24hrs approx.
Tide	Tides closely follow those of Oban Standard Port. The extreme tidal range is a little over 4.0 metres. It is noticeable that the high water level stands for about 90 minutes after each high tide – then it falls rapidly.

**Main Berth Conditions**

Depths in the Berth	At chart datum 12.3 metres plus the rise of tide from 0.2m to 4.4m. The Harbour Master requires an under keel clearance of at least 60cms whilst ships are at the berth.
Density	Generally between 1023 and 1025.
Swell	The Harbour is free of swell.
Sea	A short choppy sea quickly arises in windy conditions making boat work awkward but of no consequence to large vessels.
Working Weather	Wind speeds in excess of 48 knots prevent the operation of the shiploader. Heavy rain does not interrupt loading. Aggregate is immune to fresh water.
Working Hours	24 hours a day every day of the year including Sundays and Holidays with only two exceptions – Christmas Day and New Year's Day.
Manoeuvring	<p>The Harbour Master will arrange a tug for large vessels when he considers this necessary – usually for ships of over 15,000m/t DWT without side thrusters. Smaller vessels will be assessed on a case by case basis, depending on the gear available and capacity of any thrusters.</p> <p>It is important that vessels arrive off the pilot station with sufficient ballast to have their propellers immersed, for safe manoeuvring.</p> <p>Large vessels can generally be berthed day or night, but may be kept waiting for daylight to berth in poor weather conditions, the Harbour Master / Pilot uses a measure of discretion in this respect.</p> <p>Anchors have not previously been used whilst berthing or sailing as the berth was blasted out of solid rock, is deep and the seabed is rough and uneven.</p>
Mooring Arrangements	As per the attached plan Annex 1A, showing normal moorings of 4/2/2 for a Panamax size vessel, Annex 1B 2/1/1 for 120m vessel and Annex 1C showing 2/1 for a coaster. Ships crews must keep moorings tight at all times. Two line boats are used for running moorings to shore dolphins for vessels larger than 120m.
Heaving Lines	To prevent personal injury to those receiving heaving lines, the 'monkey's fist' should be made with rope only and must not contain added weighting material. Safe alternatives include a small high-visibility soft pouch, filled with fast-draining pea shingle or similar, with a weight of not more than 0.5 kg. Under no circumstances is a line to be weighted by items such as shackles, bolts or nuts, or twist locks.
Access to and from Vessels	<p>A shore gangway is available for large vessels if sufficient space on deck to lift aboard by the ship loader. Shore gangway must be lashed to ships side rails to prevent it being blown over in strong winds.</p> <p>All other vessels must provide and tend access from the vessel to and from the jetty. A ladder is located at the middle fender to provide access to jetty from smaller vessels.</p>

Any crew member going ashore at Glensanda **must** comply with the Company's Safety requirements and wear suitable PPE, including hard hats, safety footwear, High visibility vests, eye protection, gloves etc. and comply with the Rules shown on the back cover. Lifejacket **must** be worn if accessing the main jetty walkways.

### **Cargo & Loading**

Cargo	<p>Crushed granite – called aggregate - see Annex III(p.14) for full details of cargo properties and BCSN Sheet</p> <p>Maximum aggregate particle diameter is 90mm. The aggregate is carefully blended into a complex array of grades. Different grades must be given hold separation. Stowage factors vary only very slightly – a practical average is 1.5 tonne per m<sup>3</sup> (23 cubic feet per long ton). Angles of repose also vary slightly – again a practical average is 34 to 40 degrees.</p> <p>Aggregate is used for making concrete, ballasting railways, surfacing roads and as landfill.</p> <p>Glensanda also produces to order material up to 200mm for offshore applications, and rock armour for sea defences.</p> <p>Bill of Lading tonnage is determined by a belt weigher in the ship loading system, however this figure should be cross checked with ships' draft check.</p>
Loading	<p>Cargo is loaded by a single arm ship loader. This ship loader can span every corner of every hatchway of a 96,000m/t DWT Cape size bulker without having to shift the ship. The loader has an air draft clearance of 21 metres above the highest tide.</p> <p>Loading speeds of up to 6,000 tonnes per hours are achieved but this varies with grades and stockpiles. It usually takes 20 to 24 hours to load an 85,000 tonne ship. Loading rate for offshore material is generally about 1,000 tonnes per hour.</p> <p>Control of the ship loader is maintained by the operator in the ship loader crows' nest. Communication can be made during loading with the loading control room operator on VHF Channel 14.</p> <p>Vessels between 100m/t DWT and 96,000m/t DWT are currently loaded on the berth.</p>
Hold Condition	<p>Holds must be washed clean and be free of scale and all previous cargoes residues. Prior to loading, holds will be inspected for cleanliness. Hold washing with salt water is acceptable. Holds do not have to be completely dry for acceptance – puddles on tank tops can be overlooked.</p>
Self-Discharging Systems	<p>Systems must be thoroughly washed clean of all previous cargo residues before arrival at the discharge port.</p>

Hatches                      May have to be closed on the completion of loading some grades – to prevent contamination. Masters will be instructed.

Must be watertight as major salt-water contamination of the cargo does condemn some cargo grades resulting in substantial claims.

**Emergency Arrangements**

Marine  
Emergency                      In the event of an emergency, contact Glensanda Harbour Master on VHF Channel 14 or by phone and he will activate the Glensanda Emergency Plan.

Emergency  
Services                        Stornoway Coast Guard keeps watch on VHF Channel 16 and will co-ordinate all available services throughout any crisis.

First Aid                        Limited First Aid facilities are located on site at Glensanda, with qualified First Aiders in attendance. Medical treatment will require evacuation from site to the nearest hospital at Oban or to Glasgow. First Aiders can be contacted in an emergency through the Stevedores / loading personnel / Harbour Master.

Stevedore  
Damage                        Any damage caused to vessel during ship-loading operation must be reported to the Harbour Master immediately. The Harbour Master will request the Loading Crew Shift Foreman to complete a Damage / Incident Report. Any major damage should be reported to the MCA as appropriate.

On completion of loading all vessels will be asked to sign a Damage Report Form by the Shipping Agent.

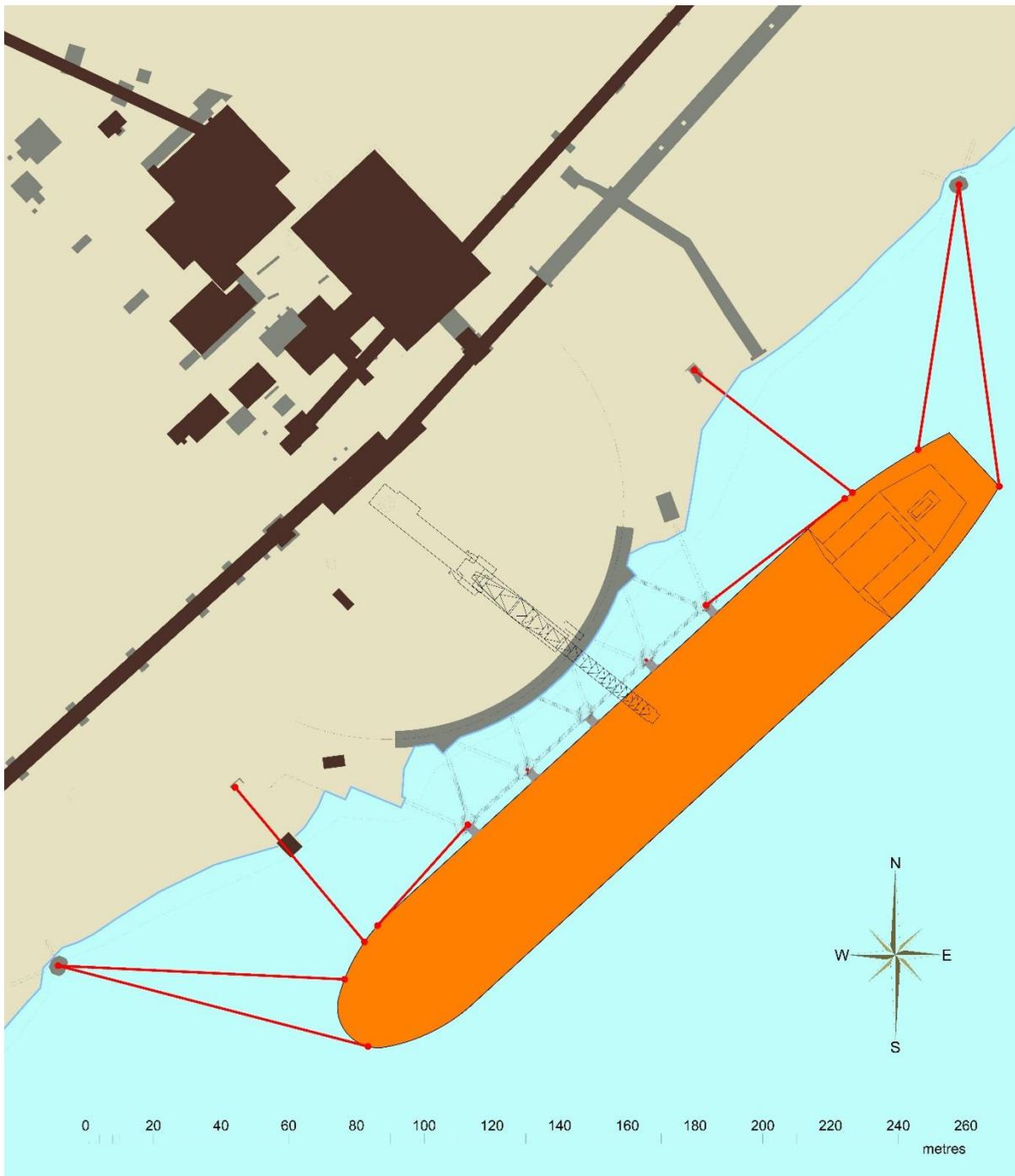
**History**

History                        Glensanda opened to shipping in August 1986; since then over 6,500 vessels have been loaded. The port's throughput tonnage is steadily rising. Roughly 150 – 200 ships a year are loaded at Glensanda, with the largest cargo to date being over 93,000m/t.

Tonnage shipped out per annum = 6,500,000 m/t  
Total shipped out up to end 2022 = 185,000,000 m/t

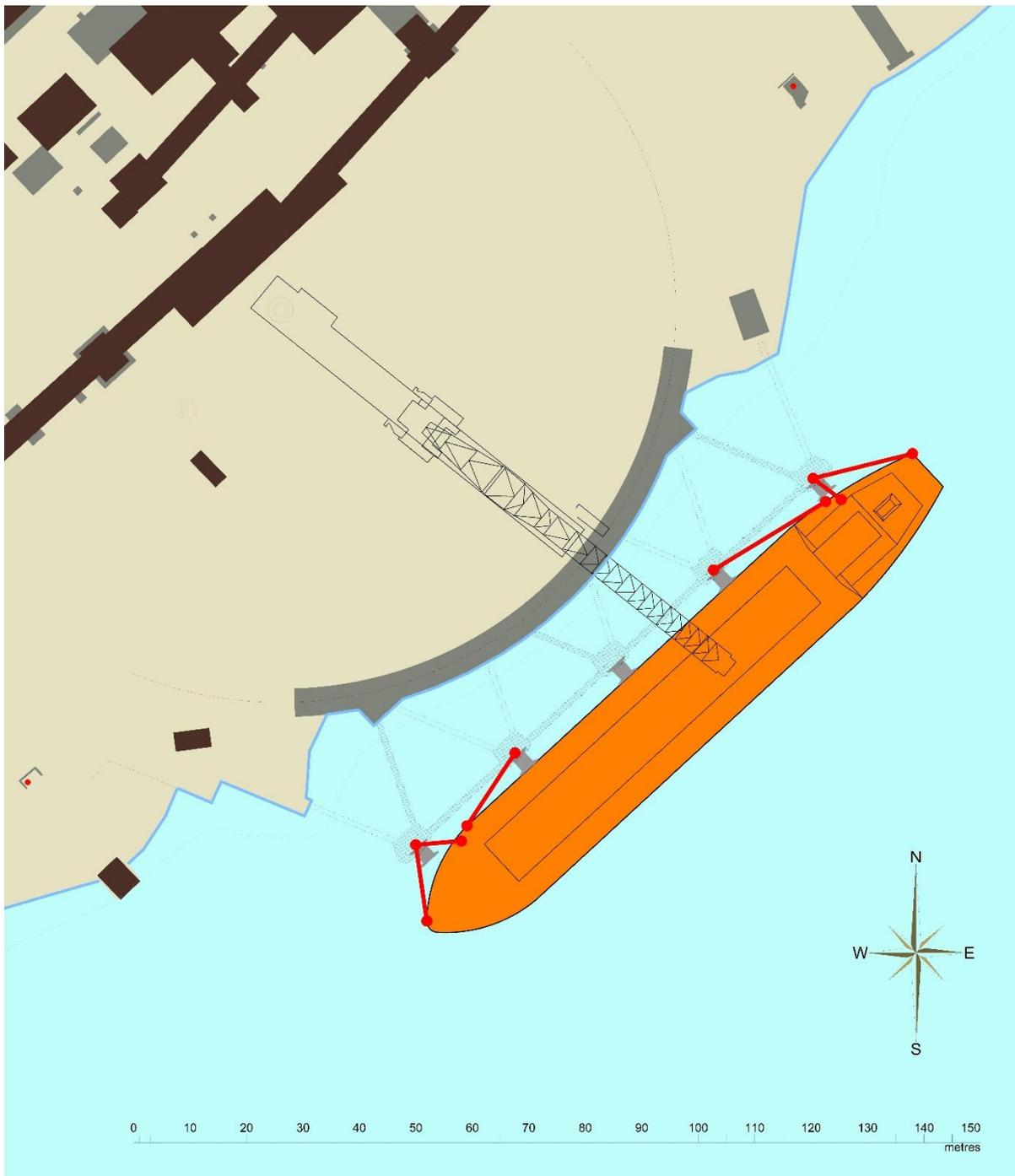
Glensanda is operated by Aggregate Industries UK Ltd., a part of the Holcim Group.

**Annex IA - Jetty Plan – Berthing arrangement Panamax**



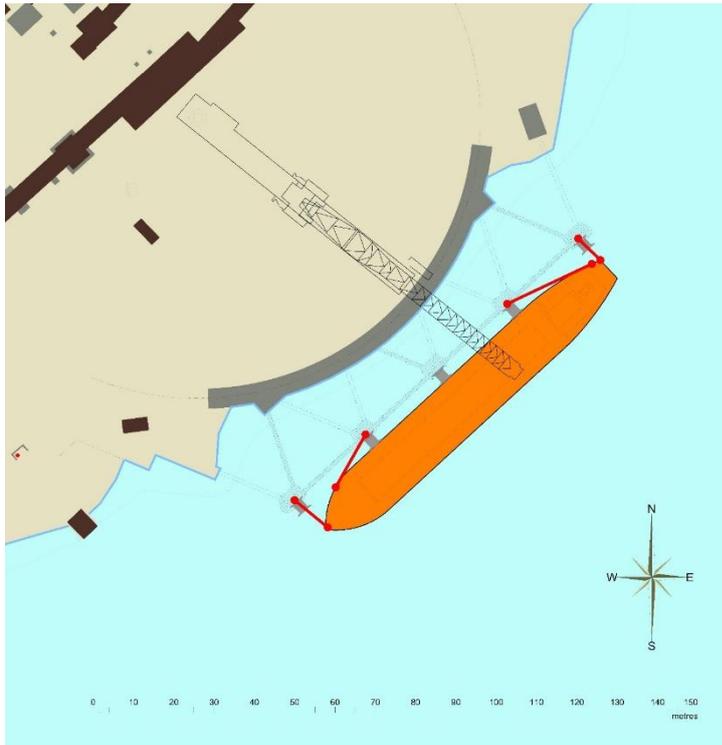
4 / 2 / 2 Arrangement

**Annex IB - Jetty Plan – Berthing arrangement 120m vessel**



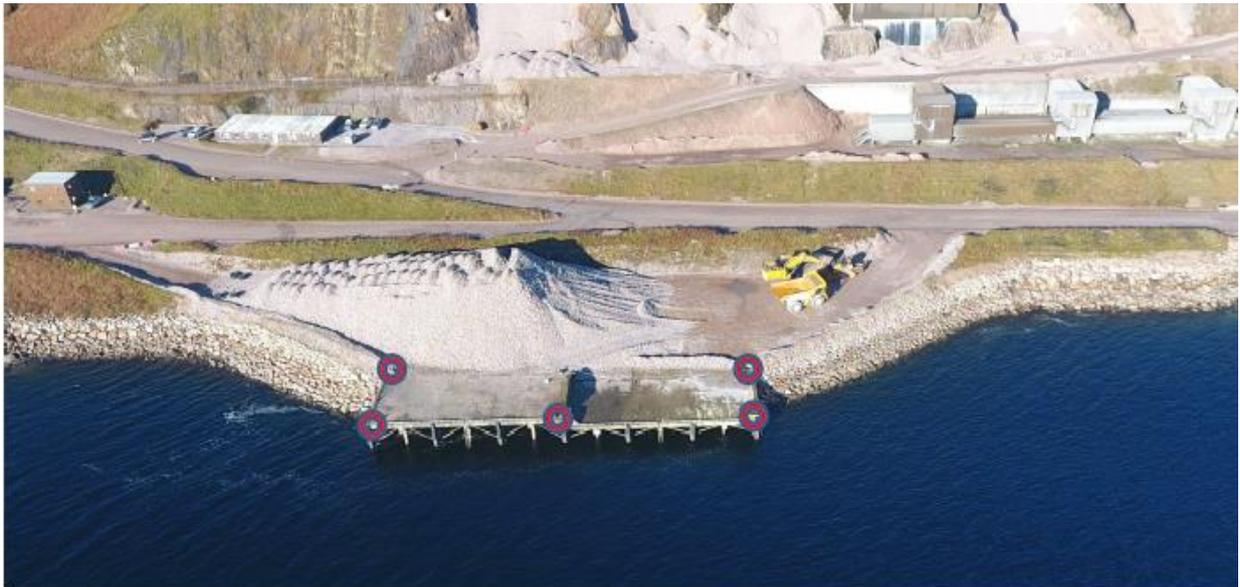
2/1/1 Arrangement

**Annex IC – Jetty Plan - Berthing arrangement 95m Coaster**



2 / 1 Arrangement

**Annex 1D - Glensanda Armour Berth**



Jetty length = 70m

Depth 5.0m CD

Mooring bollard 

**Annex II – Vessel Bulk Cargo Loading Checklist**

**PORT OF GLENSANDA**

**CHECKLIST TO SHOW THE SUITABILITY OF**

**M.V.**

**FOR LOADING SOLID BULK CARGOES**

1. Cargo holds and hatch openings are suitable for cargo handling operations.
2. Holds are clearly numbered on the hatch covers / coamings. (e.g. 1 - 4 ) (Submit diagram of hatch layout)
3. Cargo hold hatches, hatch operating systems and safety devices are in good functional order and used only for their intended purpose.
4. List indicating lights (If fitted), have been tested prior to arrival, and are operational.
5. Loading instrument is certified and operational to carry out stress calculations during cargo handling operations.
6. Propulsion and auxiliary machinery is in good functional order.
7. Deck equipment for mooring and berthing operations is operable, in good order and condition.

Signed - (Ship operator / Master)

Date



Annex IV – Required boarding arrangements for Pilot

### RIGGING FOR FREEBOARDS OF 9 METRES OR LESS

### COMBINATION ARRANGEMENT FOR SHIPS WITH A FREEBOARD OF MORE THAN 9 METRES WHEN NO SIDE DOORS AVAILABLE

### PILOT LADDER WINCH REEL

**A**

**B**

**C**

Ship's side doors used for transfer should not open towards

### REQUIRED BOARDING ARRANGEMENTS FOR PILOT

In accordance with SOLAS Regulation V/23 & IMO Resolution A:1045(27)  
INTERNATIONAL MARITIME PILOTS' ASSOCIATION  
H.Q.S. "Wallington" Temple Stairs, Victoria Embankment, London WC2R 2PN Tel: +44 (0)20 7240 3973 Fax: +44 (0)20 7210 3518 Email: [office@impahq.org](mailto:office@impahq.org)  
This document and all IMO Pilot-related documents are available for download at: <http://www.impahq.org>

# Attention! Pansin! Внимание! Aufmerksamkeit! Opvallen!

- Welcome to Glensanda Quarry ~ The following safety equipment must be worn at all times
- Willkommen zum Glensanda Steinbruch ~ die folgende Sicherheit Ausrüstung muß ständig getragen werden
- Maligayang pagdating sa Glensanda quarry ~ Ang mga sumusunod na kagamitan kaligtasan ay dapat na pagod sa lahat ng oras
- Добро пожаловать в карьер Glensanda ~ следующие предохранительные устройства должны носить все время
- Het onthaal aan Glensanda Steengroeve ~ het volgende veiligheidsmateriaal moet op elk moment worden gedragen



Safety helmet  
Sicherheit Sturzhelm  
veiligheids helm  
Каска  
kaligtasan timon



Safety boots  
Sicherheit  
Aufschuhen  
veiligheids laarzen  
Защитные ботинки  
kaligtasan sabatos



Hi vis clothing  
hohe Sichtkleidung  
hoge zichtkleding  
Сигнальный жилет  
kaligtasan damit



Life jacket  
Schwimmweste  
het levens jasje  
Спасательный жилет  
buhay diyaket



Safety Glasses  
Schutzbrille  
Okulary ochronne  
Okulary безпеки  
kogelvrij glas

**Thank you / Dank u / Danke /  
Спасибо / Pasalamatan**