NMDPRA

GUIDELINE FOR BARGING AND TRUCKING OPERATIONS

1.0 DOCUMENTARY REQUIREMENTS

1.1 General Requirements

1.1.1 NUPRC approved Extended Well Test (EWT)/ Technical Allowable Rate (TAR) for the producing field.

1.1.2 Oil Spill Contingency Plan (OSCP) and Journey Management Plan (JMP) for the proposed route.

1.1.3 NUPRC approved FDP (stating the crude evacuation infrastructure) and evidence of milestone attainment.

1.1.4 Rationale for Barging and trucking and plan for reverting to pipelines.

1.1.5 Evidence of payment of application fees:
Barging Permit [New/Renewal: $2,000; Supplementary Permit: $1,500]; Trucking Permit [New/Renewal: $1,000; Supplementary Permit: $500]; Late application fees may be applicable.

1.1.6 Valid storage tank calibration approval issued by NMDPRA.

1.1.7 Valid metering system and/or LACT unit(s) approval issued by NMDPRA.

1.1.8 Executed Crude Handling and Transportation Agreement (CHTA) or Crude Sales and Purchase Agreement (between third parties).

1.1.9 OGISP permit for third party contractor involved in crude oil evacuation (all third-party contractors involved) issued by the NMDPRA.

1.1.10 CAC document of the applicant (Certificate of Incorporation, Memorandum and Article of Association, and Form CAC 2A) [Applies to New Applications].

1.1.11 CAC document of barging/trucking company (Certificate of Incorporation, Memorandum and Article of Association, and Form CAC 2A) [Applies to New Applications].

1.2 Barging Requirements

1.2.1 Coastal Vessel Licence (CVL) for vessels.
1.2.2 Valid NIMASA Certificate of Registry.
1.2.3 Valid NMDPRA approved tank calibration chart for each vessel/barge or storage tank.

1.3 Trucking Requirements

1.3.1 Valid trucking particulars (vehicle licence, road worthiness, insurance).
1.3.2 Valid truck driver's licence- Category G.
1.3.3 Valid NMDPRA approved truck tank calibration chart.

2.0 OPERATIONAL REQUIREMENTS

2.1 Barging/Trucking Application.

2.1.1 An initial or fresh application must be submitted (including the documentary requirements in Section 1) on the NMDPRA portal at least 15 working days before the planned date of commencement of operations.
2.1.2 Renewal applications must be submitted on the NMDPRA portal at least 15 working days before the expiration of the current permit.
2.1.3 Any submission made later than 15 working days shall attract a penalty for late submission as may be applicable.
2.1.4 Subject to acceptable document requirements submitted, QR coded permits will be issued for a maximum period of 6 months (the period approved will be based on the specificity of the application) subject to the application meeting requirements. Permits will state the following amongst others:

i. Permit Reference
ii. Name of Operator
iii. Date of permit issue and expiry
iv. Vessel Name / Barge Name / Truck Registration Number and Chassis Number
v. Main and alternate routes approved for journeys

2.2 Regulatory Oversight

2.2.1 An NMDPRA supervising officer shall monitor all loading and discharge operations.

2.2.2 Office space, internet access and accommodation are to be provided at all custody transfer points for NMDPRA Representative(s).

2.3 Metering and Measurement

2.3.1 Each Barging Permit holder must have an approved dynamic (LACT meter or PD Meter) and/or static (tank calibration charts) measurement systems in place at all custody transfer points (loading & discharge points) for quantity determination.

2.3.2 Crude oil measurement systems at transfer points shall be certified fit for use by the NMDPRA representative before they are utilized:

i. Dynamic (Meters) – evidence of conduct of the periodic meter validation/calibration (e.g., BPV certification, evidence of conduct of bi-weekly meter proving, shall be sighted)
ii. Static – Tank calibration certificate shall be sighted.

2.3.3 Provision shall also be made for quality monitoring at all custody transfer points.

2.3.4 Crude quality and quantity measurement shall be carried out jointly by NMDPRA representatives, licensed/certified independent cargo Surveyor, and the BAT permit holder. The Authority will issue Certificate of Quantity, which shall be signed-off by all parties after every cargo receipt operation.

2.3.5 Remaining On Board (ROB) fiscalization shall be carried out after every discharge operation and the ROB ullage report as prepared by the vessel/barge/truck operator shall be signed off by all concerned parties.

2.4 Documentary Instruction (DI)

2.4.1 BAT permit holders shall submit documentary instructions for processing of BAT clearance for each trip which shall reference the following:

i. Permit Reference.
ii. Name of Operator (Barging Permit Owner).
iii. Date of expected loading.

iv. Name of Vessel/Barge/Truck.
v. Load point (take off point).
vi. Discharge port (destination).
vii. Crude Quantity to be loaded.

2.4.2 Vessels/barges/trucks shall not be cleared/eligible for use in subsequent crude evacuation trips until the endorsed Certificates of Quantity issued at both the loading and discharge points for the previous trip have been submitted and reviewed by the Authority.

2.4.3 The Documentary Instruction (D.I) must be submitted 72 hours before the trip date.

2.5 Movement Authorisation

2.5.1 Clearances shall be obtained from NMDPRA HQ for every barge/truck on a trip-by-trip basis.

2.5.2 The BAT clearance will reference the following:

i. Permit Reference.
ii. Name of Operator (Barging Permit Owner).
iii. Date of expected loading.
iv. Name of Vessel/Barge/Truck.
v. Load point (take off point).
vi. Discharge port (destination).
vii. Crude Quantity to be loaded.

2.5.3 Vessel/Barges/Trucks will have trackers installed to allow real-time monitoring of each trip by relevant parties in line with the Barging Permit approval conditions.

2.5.4 Certificate of Quantity (COQ) must be issued and endorsed by NMDPRA representatives, licensed/certified independent cargo Surveyor, and the BAT permit holder.

2.6 Security (each of these shall be properly documented in the OSCP)

2.6.1 Each BAT Operation will comply with the Security Management plan for the locations and transportation of crude.

2.6.2 Each BAT Operation will have an accountable Security Focal Point that will attend the periodic Security interface coordination meetings with the NMDPRA and relevant Security agencies.

2.7 Reporting

2.7.1 All field Operators shall ensure that Daily operations and field reports are generated by 08:00hrs LT on daily basis and transmitted to NMDPRA field office for onward transmission to NMDPRA HQ.

2.7.2 Mid-month and end-month terminal report review meeting shall be witnessed by assigned field NMDPRA officer for onward transmission to NMDPRA office.

GUIDELINE FOR BARGING AND TRUCKING OPERATIONS	**AUTHOR : - NMDPRA**
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