

INEOS OXIDE Liquid Bulk FCA Policy

Revision 2023-06-21

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1 INTRODUCTION

This document, the <u>INEOS Oxide liquid bulk FCA policy</u>, lists the INEOS Oxide requirements and instructions for customers collecting purchased liquid bulk chemical products. It covers the practical, technical, administrative and quality related aspects of loading.

The <u>INEOS Oxide haulier SHE policy</u> is an adjacent standalone document that outlines the specific safety, health and environmental requirements and instructions for site access and loading. Collection of goods requires acceptance and compliance with the <u>INEOS Oxide liquid bulk FCA policy</u> and the <u>INEOS Oxide haulier SHE policy</u>.

In all circumstances, applicable national or international regulations take precedence over this specification and the delivery instructions.

2 GENERAL REQUIREMENTS

2.1 Safety

The <u>INEOS Oxide haulier SHE policy</u> must be distributed to and respected by the service provider and driver entering the INEOS Oxide site external depot. All parties involved in the contracting chain (customer, haulier, subcontracted haulier) are obliged to actively assure the policy is well received, understood and respected.

The customer must provide the haulier and driver with all information and documentation required for safe and efficient order execution.

The haulier and driver must ensure the equipment is properly labeled upfront departure. The haulier must provide all marks, placards, hazard identification and UN number if rigid labeling (i.e. insert metal or plastic plate) is used. INEOS can provide adhesive stickers for marking and placarding including the orange coloured hazard identification number and UN number.

2.2 Quality

General and product specific quality requirements are listed per loading site. INEOS does not stipulate a general previous cargo black list (= forbidden previous cargo products) with exception of latex, acrylate based polymers and Lubrizol LZ7418A. These products are not allowed as one of the last three loadings. Customer and haulier remain final responsible for suitability and cleanliness of the tank.

2.3 Transfer of ownership and VAT

Ownership, responsibility and risk associated with the product and its carriage shall transfer from the seller to the buyer as soon as it is on (or in) the customer's vehicle (or tank). This includes responsibility for product quality.

Unless otherwise approved by INEOS Oxide, all FCA shipments for intracommunity shipments will be invoiced with VAT. A credit note can be issued after receipt of proof of destination.

2.4 Failure to comply

Failure to adhere to this policy, the INEOS Oxide haulier SHE policy, site safety protocols, site loading procedures, regulations or common industry safety standards will result in the driver and vehicle being refused and asked to leave the site.

Gross or repeated breach of regulations or standards may result in drivers and/or haulier being banned from entering the site(s) on future occasions.

INEOS is not liable or accountable for resulting costs or demurrages.

2.5 Complaints

INEOS Oxide does not accept demurrage claims for small operational delays. Only for excessive delays compensation can be considered provided this is proven to be the direct result of an error made by INEOS Oxide. Late arrivals will never be considered for demurrage compensation.

The weight on the INEOS Oxide weight ticket is considered binding. INEOS Oxide will not accept any claims for weight differences unless a clear error of INEOS Oxide can be proven and/or the driver made a remark on the CMR at the time of loading.

3 SITE REQUIREMENTS - INEOS OXIDE KÖLN

3.1 Loading address

INEOS / Chemion Gate 14 Alte Heerstraße, 41539 Dormagen, Germany (Motorway A57, exit Dormagen)

For more info: https://www.chemion.de/unternehmen/downloads/

3.2 Loading hours

06h00 ⇔ 20h00 on working days

06h00 ⇔ 15h00 on working days for orders requiring customs documentation

3.3 Terminal contact details

3.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- Proper proof of cleaning requires an original EFTCO certificate. Validity must not exceed 4
 weeks. Additional product specific cleaning requirements can be found under 3.7.
- <u>Proper proof of previous cargo</u> requires a haulier certificate of previous cargo. The INEOS
 template must be used and signed for DPG-F and MPG-USP. The site accepts paper documents
 carried by the driver and upfront mailed documents. See details under booking instructions.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

3.5 Bookings

3.5.1 General instructions

Multiproduct loadings require multiple and consecutive time slots to be booked.

Previous cargo documents can be mailed to logistics. The order reference must be clearly stated in the title of the mail. The email must be issued at least 1 day in advance to the adress hereunder:

• tloverladung@ineos.com for MEG, DEG, TEG

• rworp16transport@ineos.com for MPG HP, MPG USP, DPG, DPG_F, TPG, Glycol301

The INEOS template ""Vorproduktbescheinigung / previous load" for MPG-USP or DPG-F, if provided by mail, must be a <u>full color</u> scan to validate authenticity of the document including stamp and signature. See content requirements under 3.7.2 and 3.7.3. See templates in Annex 14.2.

3.5.2 Non deep sea instructions

Loading appointments need to be requested as soon as loading details have been confirmed. An email must be sent, at latest by 12h00 1 day prior to loading, to rworroadteam@ineos.com including:

- OR number
- Product
- Customer name and final destination
- Preferred loading date / hour
- Haulier name
- Confirmation of receipt and compliance with the INEOS Oxide SHE policy

Loading slots will be confirmed by mail 1 day prior to loading before 14h00. No loading without a confirmed loading time-slot!

Loadings at 6h00 require an additional early morning registration. An email must be sent, <u>at latest</u> by 18h00 1 day prior to loading, to <u>ausgang_dor@chemion.biz</u> including:

- OR number
- Product
- Ordered weight in kg's
- Name of the driver
- Container number
- License plate reference of the trailer/chassis
- License plate reference of the truck

Papers will be prepared accordingly and given to the gate, so the driver can pick them up there in the morning. For 6 am slots the driver needs to pick up the papers 20 minutes before loading, at 05:40h at latest.

3.5.3 Deep sea instructions

First communication to book a slot:

Loading appointments need to be requested as soon as loading details have been confirmed. An email must be sent, at latest 5 to 10 working days upfront loading, to rwor.export@ineos.com including:

- OR number
- Product
- Customer name and final destination
- Shipment port
- Shipping line and vessel name
- ETS date and ETA date
- Preferred loading date / hour

Loading slots will be confirmed on shortest possible notice. No loading without confirmed time-slot!

Second confirmation to confirm details:

All deep sea loadings require an additional upfront registration. An email must be sent

- at latest by 18h00 1 day prior to loading for loadings before 14h00
- at latest by 12h00 on the day of loading for loadings as of 14h00

The email must be issued to rwor.export@ineos.com and ausgang dor@chemion.biz including:

- OR number
- Loading date and time
- Destination country
- Product
- Haulier name and driver name
- Container number
- Container tare weight
- Max allowable weight of full combination (40 ton / 44 ton)
- Ordered weight in kg's
- License plate reference of the trailer/chassis
- License plate reference of the tractor
- Confirmation the container is allowed to load the product
- Confirmation of receipt and compliance with the INEOS Oxide SHE policy

3.6 Arrival and registration

The driver is required to register at Chemion gate 14 at least 30 minutes before the loading slot. Drivers can be refused if this timing is not respected.

The driver must confirm his/her identity (= ID or passport), the INEOS Oxide order reference number, the name of the customer, the product(s) and quantity to be loaded, the destination country, the maximum permissible weight, and the equipment /vehicle details (license plates, container reference, compartment details, container maximum volume, ...). The driver must be able to prove the previous cargo if not mailed. This is applicable to identical cargo loadings if the equipment was not cleaned.

3.7 General and product specific requirements

3.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy. Please find the additional site-specific requirements hereunder:

- Containers must be sealed after loading.
- Tank containers or road tankers must have a ≥ 45 cm dome cover.

3.7.2 MPG USP

Please find the MPG USP specific equipment requirements hereunder:

- Tank containers or road tankers must be equipped with a separate bottom line for each containment area (for controlling / sampling each lot separately).
- Only massive Teflon gaskets and rubber gaskets are allowed. (Webbing gaskets are not allowed.)

Quality requirements are stringent. Please find the specific requirements hereunder:

- The designated application (food or animal feed) must be stated on the customers purchase order. The application stated is binding as it determines the required pre-loading conditions.
 INEOS will crosscheck the application on the purchase order in case of doubt.
- New trucks are not allowed.
- Cleanings with an EFTCO code with "C" are not allowed for food or feed.
- For all 4 pre load scenario's the 3 previous loads must be registered on the document "Vorproduktbescheinigung / previous load MPG-USP". If not provided by mail the document should be handed over by the driver at the loading station. Only documents that are filled out completely, stamped and signed can be accepted.
- The following pre loading options are accepted:
 - 1. A dedicated MPG USP/EP truck or container arriving non-cleaned and sealed in Cologne.
 - 2. A <u>dedicated MPG-USP/EP</u> truck or container arriving <u>cleaned</u>, according to food regulations EFTCO code F50, sealed and documented by the cleaning station.
 - 3. A <u>foodstuff dedicated</u> truck or container arriving <u>cleaned</u>, according to food regulations EFTCO code F50, sealed and documented by the cleaning station. The <u>3 previous cargo's</u> must be either:

• Liquid sugar (Flüssigzucker)

• Vegetable Glycerine (Pflanzliches Glyzerin)

Ethanol (Trinkalkohol)

Monopropylene Glycol MPG-USP/EP (Monopropylenglykol MPG USP/EP)

4. An <u>animal feedstuff dedicated truck</u> or container, <u>complying with all requirements for foodstuff transports</u>, arrivings <u>cleaned</u>, according to food regulations EFTCO code F50, sealed and documented by the cleaning station. The <u>3 previous cargo's</u> must be pure substances (= not processed or used) based on the list hereunder:

Liquid sugar
 Flüssigzucker

Vegetable Glycerine pflanzliches Glyzerin

• Ethanol Trinkalkohol

Monopropylene Glycol MPG-USP/EP (Monopropylenglykol MPG USP/EP)

Brewer's grain
 Brewer's yeast
 Fruit juice
 Fruit syrup
 Schlempe
 Bierhefe
 Fruchtsaft
 Fruchtsirup

• Fruit concentrates Fruchtkonzentrate

Molasses
 Melasse

Sunflower oil SonnenblumenölSoy lecithin Sojalecithin

Vegetable feed oil pflanzliches Futteröl
 Vegetable feed fat pflanzliches Futterfett

Penaut oil Erdnußöl Kokosöl Coconut oil Linseed oil Leinöl Maize oil Maisöl Palm kernel oil Palmkernöl Palm oil Palmöl Rape seed oil Rapsöl Safflower oil Safloröl

Soy bean lecithin oil mixture
 Sojabohnen-Lecithinölmischung

Soy bean oil Sojabohnenöl
 Wheat germ oil Weizenkeimöl
 Sunflower oil Sonnenblumenöl
 Maize seed raw oil Maiskeimrohöl
 Palm olein Palmolein
 Palm stearin Palmstearin

3.7.3 DPG-F

Loadings for DPG-F are not possible from 06:00 – 09:00h.

Please find the DPG-F specific equipment requirements hereunder:

- Tank containers or road tankers must be equipped with a separate bottom line for each containment area (for controlling / sampling each lot separately.
- Only massive Teflon gaskets and rubber gaskets are allowed. (Webbing gaskets are not allowed.

Quality requirements are stringent. Please find the specific requirements hereunder:

- New trucks are not allowed.
- Containers or road tankers must be cleaned. No loading on empty identical cargo. The cleaning must be according to EFTCO cleaning code F01 with use of drinking water. The equipment must be sealed and documented by the cleaning station.
- Container or road tankers arriving cleaned must prove the cargo before cleaning. The previous load needs to be registered on the document "Vorproduktbescheinigung / previous load DPG-F". This document, if not provided by mail, should be handed over by the driver at the loading station. Only documents that are filled out completely, stamped and signed can be accepted.

4 SITE REQUIREMENTS - INEOS OXIDE LAVERA (NON ALKOX)

4.1 Loading address

INEOS DERIVATIVES LAVERA SAS Usine de Lavéra – Avenue d'Auguette Service Logistique Chimique (G4 13117 Lavéra, France Lat. 43° 23' 03", Long. 5° 00' 55"

4.2 Terminal contact details

9h00 ⇔17h00 Truck planning

+33 4 42 35 82 62

4.3 Loading hours

6h00 ⇔18h15 on working days

6h00 ⇔14h00 on working days for orders requiring customs documentation

4.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

4.5 Bookings

Loading slots must be booked via https://transwide.WKTransportServices.com/spotbooking/ineosoxide More information is available in Annex 14.1: "Transwide Spot Booking Page".

Transwide schedules open each Thursday at 11:30 for the whole next week. Bookings are frozen the day in advance at 16h30. Changes or bookings beyond this timeline can only be handled by terminal truck planning.

Haulier details and compliance with the INEOS Oxide She policy must be provided and confirmed during booking.

Previous cargo documents cannot be mailed to terminal dispatch.

Only one-compartment vehicles are accepted for single order loading. Combi orders have a minimum quantity of 10 MT per product and require multiple and consecutive time slots to be booked.

4.6 Arrival and registration

The driver is required to register at the gate in a window between 15 minutes before and 15 minutes after the start of the loading slot. Drivers can be refused if this timing is not respected.

The driver will be asked to confirm his identity (= ID or passport) and the INEOS Oxide order reference number.

The driver will be asked if the product related Lavera safety protocol was received. If positive the driver will have the show the signed protocol template. If negative the driver will be offered a paper copy of the protocol. The protocol must be read carefully and respected at all times.

** As of 2024, a new tool will be implemented to guide drivers into the site. Using their own smartphone, drivers will have to scan a QR code upon their arrival at the main gate. Depending on the product, the QR code will connect the driver to a map with GPS instruction to follow in order to go to the different driver reception offices on site. **

4.7 General and product specific requirements

4.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy.

LNG (Liquid Natural Gas), CNG (Compressed Natural Gas and Hydrogen operated trucks are not allowed for loadings ex Lavera.

4.7.2 Diluted LFG type products

The Transwide slot information does not reflect the time required for loading of Low Freezing Grade diluted products. The full process requires at least 3 hours on average. This includes time for product sampling and analysis.

4.7.3 Ethanol

Ethanol loading hours are limited from 08h00 until 14h00 for customs reasons. The excise number is needed prior to loading and should be mentioned on the Purchase Order

The tank must be at ambient temperature.

4.7.4 LavSolve

The Transwide window do not reflect the time required for loading. The full process requires at least 4 hours on average. This includes time for product sampling and analysis. Tanks must be single compartment.

Please find the additional LavSolve requirements hereunder:

- Single-tank trucks only
- Tank volume must be between 32500 litres and 37000 litres.
- Max tare of the truck and tanker: max 15,5 T
- Orders of LavSolve will always be exactly 24.0 T

4.7.5 **NAL/IAL**

4.7.5.1 General

Road tankers and tank containers for the carriage of iso and normal butyraldehyde shall meet for these specific products the International Regulations concerning the carriage of Dangerous Goods by Road (ADR) and, when applicable, the International Maritime Dangerous goods code (IMO regulations).

The requirements that follow, give supplementary information and do not replace ADR or IMO requirements. They apply for all road tankers and tank containers.

4.7.5.2 Materials of construction

• Iso butyraldehyde (CAS 78-84-2) or normal butyraldehyde (CAS 123-72-8) are aldehydes which react with a lot of products including oxygen.

ADR/IMO/RID product classification: class 3.

Tank code: L4BN

- For new road tankers or containers the tank shall be constructed of :
- Stainless steel meeting at least the following specification: AISI/SAE 304LN or the according equivalent for the approved Pressure Vessel Code .
- DUPLEX 1.4462 is equally acceptable.

All materials shall be furnished with a minimum 3.1B certificate according to DIN 50049. The tank must have ONE compartment.

4.7.5.3 Tank construction

- The maximum width of the tank and its fittings should be such that it does not project beyond the overall width of the vehicle.
- The tank of road tankers or containers is to be designed according to an approved Pressure Vessel Code (ASME BPVC, AD-Merkblätter).
- The Inner side of the tank must be pickled and passivated. Grinding is only allowed at the bottom part of the tank to allow for complete emptying of the road tanker or container. Maximum grinding width: 200 mm.
- Where baffle plates are fitted to reduce liquid surge, adequate venting and draining holes should be provided in the baffles. Baffle openings should not be less than 500mm diameter to permit access through the baffles for inspection purposes. These openings should be staggered in location along the tank. Baffle plates should be of the same material as the tank shell.
- All load bearing attachments should have reinforcement (backing) plates of a material and thickness similar to the tank shell. Reinforcement (backing) plates should be fully welded to the tank shell and should have all corners well rounded.
- The geometry of the road tanker or container must guarantee a complete unloading of the Road tanker or container (e.g. by means of a slope towards the bottom centre.) Criterion: less than 5 L remaining product.
 - Nozzles on the shell should, as much as possible, be located away from the shell main weld

seams.

- For inspection purposes, the tank shall be fitted with at least one manhole not less than 500 mm diameter; the manhole shall have a hinged design (right hand side).
- Gaskets on flanges or seals and O-rings must be type envelope PTFE. (i.e. PTFE with EPDM core) or PTFE. EPDM alone or Viton are not allowed.
 - Tanks must be designed so that there are no pockets that can trap liquid during discharge.
 - Tank insulation is not required

4.7.5.4 Equipment

- Top connections:
 - o Manlid
 - o Diptube
 - o Liquid connection: 3" butterfly valve with 3" PN25 flange
 - o Gas connection: 1 1/2" BSP male screw connection with drip cap
- Bottom connections:
 - o Liquid connection: 3" TW coupling with cap
 - o Gas connection: 3/4" NPT male screw connection with drip cap

4.7.5.5 Cleaning

- Container must be clean and dry; and purged with N2; residual O2 level: 0.3 vol% 0.5 vol%
- Cleaning certificate from an INEOS Oxide approved cleaning station

It is at INEOS discretion to inspect the container before acceptance along following lines:

- Certificates
- Cleaning
- General condition of the container

NAL/IAL can react with oxidizing materials. In contact with strong acids or bases, they will undergo an exothermic self-condensation or polymerization reaction. Below, product categories are listed as prohibited last cargo for delivery of the NAL/IAL products.

Oil and Greases:

- Lubricating oil and machine oil
- Used mineral oils
- Silicone oils and silicone greases
- Bio-Diesel

Strong Acids: Sulphuric acid, Oleum, Hydrochloric acid, Chlorosulfonic acid, Nitric acid, Phosphoric acid and Cyanic acid

Strong Bases: Caustics such as Sodium hydroxide, Potassium hydroxide, cement based products

Amines: Alkanolamines, Aliphatic amines and Aromatic amines

Inorganic Salts: Sodium sulphite, Sodium bisulfite

Strong Oxidizing Agents: Air, Peroxides, Chlorates, Perchlorates and Nitrates.

4.7.5.6 Transport conditions

- Temperature: ambient

Pressure: slightly overpressure: 0,3 barg N2

Loading cleaned containers or road tankers requires additional preconditioning (=purging). The haulier must be on site before his reserved slot:

- Gas line in 2": the driver must arrive 1h30 before the loading slot. (example: loading for 10h00, he must arrive at 08h30 to ventilate.
- Gas line in 1.5": the driver must arrive 2h00 before the loading slot. (example: loading for 10h00, he must arrive at 08h00 to ventilate

4.7.6 MGSC

MGSC loadings ex Lavera need to be done in ground operated equipment.

5 SITE REQUIREMENTS - INEOS OXIDE LAVERA ALKOX

5.1 Loading address

INEOS Oxide Lavera SAS Usine de Lavéra Route d'Auguette, Lavéra, 13500 Martigues, France Lat. 43.378298, Long. 5.002514

5.2 Terminal contact details

8h00 ⇔17h00	Supply chain manager	+33 442 13 13 17	david.panizza@ineos.com
7h30 ⇔16h00	Logistics assistant	+33 442 13 13 26	olivier.extrat@ineos.com
6h00 ⇔19h00	Weigh bridge operator	+33 442 13 13 18	
6h00 ⇔19h00	Control room	+33 442 13 13 16	

5.3 Loading hours

6h00 ⇔ 19h00 on working days

6h00 ⇔ 14h00 on working days for orders requiring customs documentation

5.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- Proper proof of cleaning requires an original EFTCO certificate. Validity must not exceed 4
 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site accepts paper documents carried by the driver but strongly prefers upfront mailed documents. See details under booking instructions.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

5.5 Bookings

Loading slots must be booked via https://transwide.WKTransportServices.com/spotbooking/ineosoxide More information is available in Annex 14.1: "Transwide Spot Booking Page".

Haulier details and compliance with the INEOS Oxide SHE policy must be provided and confirmed during booking.

Bookings are frozen the day in advance at 15h00. Changes or bookings beyond this timeline can be handled through direct contact of site logistics, preferably by mail. (david.panizza@ineos.com or olivier.extrat@ineos.com)

Previous cargo documents are preferentially provided by mail. (david.panizza@ineos.com or olivier.extrat@ineos.com) The order reference must be clearly and correctly stated in the title of the mail.

Multiproduct loadings require multiple and consecutive time slots to be booked.

5.6 Arrival and registration

The driver is required to register at the gate in a window between 15 minutes before and 15 minutes after the start of the loading slot. Drivers can be refused if this timing is not respected.

The driver must confirm his/her identity (= ID or passport, the INEOS Oxide order reference number, the name of the customer, the product(s and quantity to be loaded, the destination country and the equipment /vehicle details (license plates, container reference, compartment details, container maximum volume,

The driver will be required to follow a safety introduction and pass a safety test. Instructions are provided in multiple languages.

Every haulier must complete and sign a Safety protocol prior to loading. INEOS needs to receive the completed and signed safety protocol the latest 48 hours prior to loading. INEOS cannot be held responsible for any demurrage costs that might occur if the Safety Protocol was not sent 48 hours prior to loading.

** As of 2024, a new tool will be implemented to guide drivers into the site. Using their own smartphone, drivers will have to scan a QR code upon their arrival at the main gate. Depending on the product, the QR code will connect the driver to a map with GPS instruction to follow in order to go to the different driver reception offices on site. **

5.7 General and product specific requirements

5.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy. Please find the additional site-specific requirements hereunder:

- Standard loading is top based requiring a ≥ 45 cm dome cover.
- Only empty trucks not containing any partial load are accepted for loading.
- Road tankers or container are preferentially equipped with baffles.
- Road tankers or containers must be heatable.

LNG (Liquid Natural Gas), CNG (Compressed Natural Gas and Hydrogen operated trucks are not allowed for loadings ex Lavera.

5.7.2 MTO products

Make To Order loadings are loaded directly from the production unit. They are time critical. These products are listed under Transwide groups 6 and 7.



Additional requirements:

• Drives must be in time. No tolerance for delay. If late, a back-up solution will be called. Costs will be charged to the customer.

- Loadings are bottom based. The bottom lading valve may be rear of side positioned. Loading valve must always be horizontal.
- Road tankers or containers must be one compartment type. It must not be protected with a box and must be sufficiently close to the edge of the trailer.
- Road tankers or containers must be equipped with baffles.
- Road tankers or container for MPEG products require a min capacity of 28 000 liters. This min capacity is increased to 30 000 liters if diluated with 5 to 20% of water.
- Road tankers or containers must be heatable.

6 SITE REQUIREMENTS – INEOS OXIDE ZWIJNDRECHT

6.1 Loading address

INEOS Oxide Zwijndrecht Scheldedijk 2070 Zwijndrecht, Belgium Port # 1019 Gate # 3 Lat. 51.248328, Long. 4.324890

6.2 Terminal contact details

6h00 ⇔ 21h00 Dispatch liquid bulk +32 3 250 98 47 oxid_be_terminal_despatching@ineos.com 6h00 ⇔ 21h00 Dispatch packed goods +32 3 250 98 49 oxid be terminal despatching@ineos.com

6.3 Loading hours

Loadings:

6h00 ⇔ 18h00 on working days for loadings

6h00 ⇔ 14h00 on working days for loadings requiring customs documentation

0h00 ⇔ 24h00 all days for for automatic self-loading certified drivers excluding customs

Container HUB drop-off and pick-up:

Drop-off: 7h00 ⇔ 14h00 on working days from Monday until Thursday

Drop-off: 7h00 ⇔ 12h00 on Friday working days

Pick-up: 7h00 ⇔ 19h00 on working days

Pick-up: 7h00 ⇔ 19h00 on working days if requiring customs documentation

6.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an INEOS CMR or a haulier certificate of
 previous cargo. The site accepts paper documents carried by the driver and upfront mailed
 documents. See details under booking instructions.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

6.5 Bookings

Loading slots must be booked via https://transwide.WKTransportServices.com/spotbooking/ineosoxide More information is available in Annex 14.1: "Transwide Spot Booking Page".

Haulier details and compliance with the INEOS Oxide SHE policy must be provided and confirmed during booking. ALS loading requires adding "ALS loading" in the Transwide slot additional information.

Transwide schedules are opened 7 days in advance. Bookings are frozen the day before loading at 20h00. Bookings linked to "Terminal Chemicals" loading bridges can be booked or changed up to 30 minutes before the start of a timeslot. Changes after the stated timeline thresholds must be avoided and can only be handled through direct contact of terminal dispatch.



Previous cargo documents can be mailed to terminal dispatch. The order reference must be clearly and correctly stated in the title of the mail.

Multiproduct loadings require multiple and consecutive time slots to be booked.

HUB drop-offs and pick-ups do not require a booking. Timing details will be provided by the CSR.

6.6 Arrival and gate procedure

The driver is required to register at the gate in a window between 15 minutes before and 15 minutes past the start of loading slot. Drivers can be refused if this window is not respected.

The driver must confirm his/her identity (= ID or passport), the INEOS Oxide or Third Party order reference number, the name of the customer, the product(s) and quantity to be loaded, the destination country, the maximum permissible weight, and the equipment /vehicle details (license plates, container reference, compartment details, container maximum volume, ...).

The driver will be required to follow a safety introduction and pass a safety test. Instructions are provided in Dutch, English, French, German, Bulgarian, Czech, Hungarian, Polish, Romanian and Russian. Drivers will additionally be required to prove minimum knowledge of Dutch, English, German or French through a digital language test. See INEOS Oxide hauliers SHE policy for more details.

For ADR loadings safety checks will be done at the gate / despatch. Therefore, below documents need to be presented by the driver:

- Identity card
- Driver's license
- Driver's ADR license
- Truck's inspection certificate
- Truck's ADR certificate
- Chassis/road tank car's inspection certificate
- Chassis/road tank car's ADR certificate
- · Container's ADR certificate

6.7 General and product specific requirements

6.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy. Please find the additional site-specific requirements hereunder:

- Standard loading is top based requiring a ≥ 45 cm dome cover.
- Maximum equipment height must not exceed 4,00 m.
- Minimum equipment height (= lowest point of top grating) must be 3,20 m. This value is elevated to 3,45 m for all Transwide marked "Terminal Chemicals" loading bridges.
- Road tankers must have full-length walkways at the left or the right side. Road tankers for all Transwide marked "Terminal Chemicals" loading bridges must have additional centreline grating between the topside spill boxes.
- Tank containers must have full deck, B-shape, E-shape, F-shape or H-shape topside grating.
- Containers for HUB drop-off for alkoxylates are restricted to full deck, B-shape or H-shape topside grating. Exemptions must be requested case per case though the INEOS CSR.
- Containers for HUB drop-off must be equipped with integrated collapsible handrails. Containers with collapsible handrails mounted onto the corner castings are not accepted. Exemptions must be requested case per case though the INEOS CSR. These exemptions require drop-off of the container and chassis combination.
- Container for HUB drop-off for temperature sensitive products that require heating must be equipped with a top airline that allows vertical insertion of a temperature probe.

6.7.2 BUAC, IBUAC, IPAC, MEG, DEG, TEG, TEG SHP

Non ALS certified drivers are only allowed to book on working days between 6h00 and 19h00.

6.7.3 MGE

Please find the MGE specific requirements hereunder:

- Equipment must be one compartment only.
- Tankcode must be L4BH.
- Gaskest on flanges or seals and O-rings must be fiberglass reinforced (25%) PTFE.
- Gasket on the manholes must be PTFE envelope.
- Containers or road tankers must be equipped with 3" bottom rear and 1" bottom or top TODO SS316 chemraz seal drydisc liquid connectors. All TODO couplings must be equipped with caps, must fit within the coverboxes, and may not be installed or removed at the site.

6.7.4 ENB/VNB/THI RF30/THI RF60

Please find the ENB/VNB specific requirements hereunder:

- Equipment must be one compartment only.
- Tankcode must be L4BN or L4BH.
- VNB, THI RF30 and THI RF 60 containers with E-shape or F-shape grating are restricted to

those where the longitudinal grating (= walkway) is located on the righthand side when observed from the backside of the equipment (= bottom valve location).

- Gaskest on flanges or seals and O-rings must be fiberglass reinforced (25%) PTFE.
- Containers or road tankers must be equipped with rear a bottom liquid connection that includes a 3" TW coupling.
- Containers or road tankers must be equipped with a 1 ½" BSP vapour connection.
- Cleaned containers require precondition at Van Moer. The specific "ENB prep" includes equipment inspection, replacement of manhole gaskets, vessel purging and vessel pressure testing. Address: Van Moer logistics Keetberglaan Port 1054 Zwijndrecht.

7 EXT. DEPOT REQUIREMENTS – ADPO KALLO

7.1 Loading address

ADPO NV Port 1111 Steenlandlaan 3, 9130 Kallo, Belgium

7.2 Terminal contact details

9h00 ⇔ 17h00 Planning +32 (0)3 570 63 06 timeslots.bulk@adpo.com

7.3 Loading hours

6h00 ⇔ 16h00 on working days

7.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

7.5 Bookings

A timeslot needs to be booked minimum 48 hours in advance by mail mentioning correct product and reference number. E-mail address: timeslots.bulk@adpo.com

Contact terminal planning if assistance is needed.

After receipt of the timeslot the driver will get a unique QR code which is required for registration.

7.6 Arrival and registration

The driver is required to register at the gate at least 30 minutes before the loading slot. Drivers can be refused if this timing is not respected. The 6h00 timeslot is an exemption.

The driver is required to register at the gate. This can be done by either entering the unique code in the console or scan the QR code (digital / hard copy). Furthermore, the driver will be asked to scan all necessary loading documents. This includes driver ADR certificate (if applicable), equipment ADR certificates (if applicable) and cleaning certificate or proof of previous cargo.

The driver has to complete an access control form and sign for acknowledgement:

• The driver has to confirm the vehicle is equipped ADR Regulations (if applicable).

- The driver has to confirm he/she has a valid ADR education certificate (if applicable).
- The driver has to confirm he/she has the necessary tremcards, has the necessary safety equipment, and shall place the orange labels and ADR boards.
- The driver confirms that safety prescriptions were received, read and understood.
- The driver has to confirm he/she is familiar with and will observe the terminal safety regulations. These can be found on the available access cards, as well as on the pictograms outside.

The driver will be informed (mobile phone) when the documents for operation are ready at the counter.

7.7 General and product specific requirements

7.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy.

Self-handling is prohibited. Drivers must wait for operational instructions.

The driver may not move the vehicle before he/she has received clearance from the operator and has carried out a visual check for obstacles around the vehicle.

8 EXT. DEPOT REQUIREMENTS – ALKION MARSEILLE

8.1 Loading address

Alkion MARSEILLE Route du Port Pétrolier, 13117 LAVERA, France

8.2 Terminal contact details

7h00 ⇔ 15h45 Planning +33 (0) 442 444 208

8.3 Loading hours

7h00 ⇔ 15h45 on working days

8.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Cleaning certificates can be maximum 48 hours old.
- <u>Proper proof of previous cargo</u> requires a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

8.5 Bookings

A time slot needs to be booked at least 24hs in advance, by contacting Alkion at +33 442 44 4208.

Combi orders are not allowed.

8.6 Arrival and registration

No specific instructions.

8.7 General and product specific requirements

8.7.1 General

Minimum equipment requirements are included in the INEOS haulier SHE policy.

After loading the haulier needs to present himself at the INEOS gatehouse to pick up the documents.

Only mono tankers for single product loading.

9 EXT. DEPOT REQUIREMENTS – ITC RUBIS ANTWERP

9.1 Loading address

ITC Rubis Terminal Antwerp N.V. Blikken, 9130 Beveren (Doel), Belgium Port 1662

9.2 Terminal contact details

8h00 ⇔16h00 Planning +32 (0)3 210 09 56 timeslot@itcrubis.com

9.3 Loading hours

6h00 ⇔ 20h00 on working days

 $6h00 \Leftrightarrow 16h00$ on working days for loadings requiring customs documentation

9.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

9.5 Bookings

Timeslots have to be booked within office hours and minimum 24h before arrival of the truck by contacting terminal planning.

9.6 Arrival and registration

Upon arrival at ITC Rubis, driver should present a copy of the cleaning certificate and the N2 certificate. In case, truck arrives without the required paperwork and/or unsealed, truck will not be accepted for loading.

9.7 General and product specific requirements

9.7.1 General

9.7.2 DCPD HG

Trucks/containers equipped with top connections are not accepted. All tanks are to be loaded under dry nitrogen, preferably with a closed loop nitrogen return loop and the lids of the tanks should not be opened.

Container/truck must be cleaned, purged and pressure tested. Container/truck to be sealed after purging and seal numbers to be mentioned on the N2 certificate.

Truck/container needs to be steam heatable.

Forbidden precargos:

- 1. Acrylate based polymers, Lubrizol LZ7418A and Latex
- 2. Cumene hydro-peroxide and other organic peroxides
- 3. Hydrogen peroxide
- 4. Per-acetic acid, peroxodisuphate or other per-acids

10 EXT. DEPOT REQUIREMENTS – STANDIC ANTWERP

10.1 Loading address

Standic B.V. Beliweg 1, 2030 Antwerp, Belgium Port 321

10.2 Terminal contact details

10.3 Loading hours

7h00 ⇔ 16h00 on working days

10.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

10.5 Bookings

No planning system.

10.6 Arrival and registration

The driver needs to present himself with the INEOS order reference [OR – space – number] at Standic and should mention clearly that he is loading INEOS Oxide material. After loading, he will receive a Standic loading ticket, together with the INEOS loading documents (CMR, delivery note, DGD if appropriate).

The driver will need to overwrite the ordered weight with the loaded weight and hand these documents over upon delivery, together with the COA he receives from Standic. The driver has to confirm he/she has a valid ADR education certificate (if applicable).

10.7 General and product specific requirements

10.7.1General

11 EXT. DEPOT REQUIREMENTS - OQ MARL

11.1 Loading address

OQ Chemicals Chemiepark Marl Paul-Baumann-Straße 5 45772 Marl Germany

11.2 Loading hours

24h/24h from Sunday 22:00h - Saterday 13:00h

11.3 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- <u>Proper proof of cleaning</u> requires an original EFTCO certificate. Validity must not exceed 4 weeks.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date

A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

Prio Cargo Restrictions: https://chemicals.oq.com/en/contact/sales-cr/information-forcustomer-pickup-cpu.html

11.4 Bookings

Time slot necessary for loading. The time slot will be communicated to you by your CSR.

11.5 Arrival and registration

OQ Chemicals loading reference required for loading.

Driver needs to mention that the loading is on behalf of INEOS Europe AG.

11.6 General and product specific requirements

11.6.1General

12 EXT. DEPOT REQUIREMENTS – VERBEKE

12.1 Loading address

Tank Opslag Verbeke NV Heemsdaalstraat (zone 5) 2620 Hemiksem Belgium

12.2 Terminal contact details

+32 3 877 15 33

12.3 Loading hours

Monday to Thursday: 8h00 ⇔ 15h00 Friday: 8h00 ⇔ 14h00

12.4 Quality and Cleaning

All containers and road tankers must be presented cleaned or empty from the identical INEOS product:

- Proper proof of cleaning requires an original EFTCO certificate, less than 2 weeks old.
- <u>Proper proof of previous cargo</u> requires presenting an original INEOS CMR or a Haulier certificate of previous cargo. The site only accepts paper documents carried by the driver.

The Haulier certificate of previous cargo must include at minimum:

- Haulier name
- Tank and compartment reference
- INEOS order reference
- INEOS product reference
- Previous INEOS order reference
- Previous INEOS loading date
- A statement the tank was discharged free of contamination and remained closed without other use than carrying the previous INEOS load.

12.5 Bookings

No planning system. Loading date, however, is fixed.

12.6 Arrival and registration

The driver needs to present himself with a unique loading reference, which is known to both Verbeke and provided by INEOS. The driver should mention clearly that he is loading INEOS Oxide material. After loading, he will receive the loading documents.

12.7 General and product specific requirements

12.7.1General

12.7.2 Site specific requirements

- It is obliged to have a safety handrail, and drivers MUST wear overalls, helmets, safety boots, and goggles.
- The standard fitting utilized for trucks is a 3" Guillemin (French) connection.
- Trucks are loaded using pressure (Air/Nitrogen) and loaded through the main hatch using the "Top load" method.

13 DOCUMENT CONTROL

Owner: INEOS Oxide, customer service

Last update: 30/01/2024

Modifications:

- First edition by Jeroen Wesenbeek on 2023-04-13
- Verbeke added 31/07/2023
- INEOS Oxide Lavera General 7/08/2023
- INEOS Oxide Zwijndrecht Arrival and gate procedure 09/102023
- INEOS Oxide Lavera Arrival and registration 20/11/2023
- Ineos Oxide Cologne Bookings 14/12/2023
- OQ Marl Bookings 28/12/2023
- Ineos Oxide Cologne General and product specific requirements MPG USP 15/01/2024
- INEOS Oxide Zwijndrecht General and product specific requirements 23/01/2024
- INEOS Oxide Zwijndrecht NAL/IAL 23/01/2024
- INEOS Oxide Zwijndrecht ENB/VNB/THI RF30/THI RF60 23/01/2024
- All sites Quality and Cleaning validity cleaning certificate 30/01/2024

14 ANNEX

14.1 Transwide Spot Booking Page

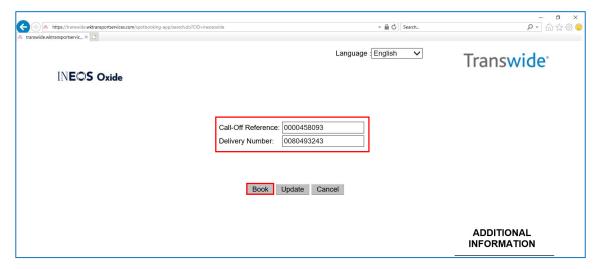
The transwide spot booking page allows you to log on to transwide without a username or password. The only information you require, are the call-off reference and delivery number. This information will be provided by the INEOS Oxide Customer Service Representative.

Should you encounter any problem, please contact the transwide support team. Transwide Belgium TEL: +32 (02 722 9933 Mail: support-europe@transwide.com

The Transwide spot booking page can be reached through the link hereunder:

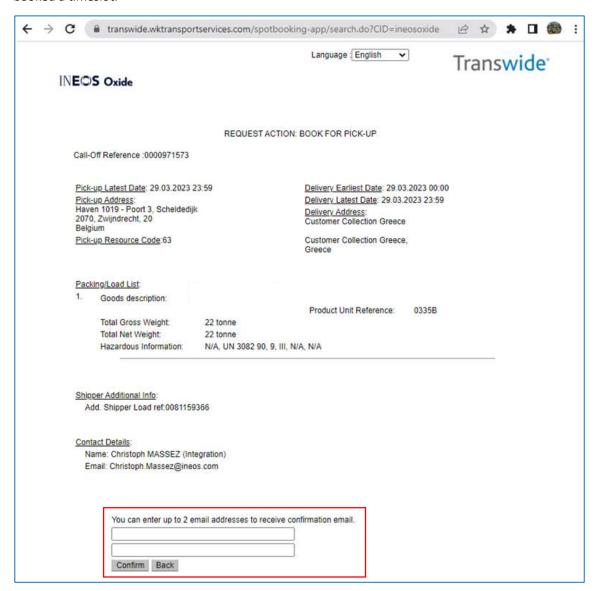
https://transwide.WKTransportServices.com/spotbooking/ineosoxide

You will need the call-off reference and delivery number as a unique combination to reach the call-off. It is important to note that both the call-off reference and delivery number consist of 10 digits as per below example.



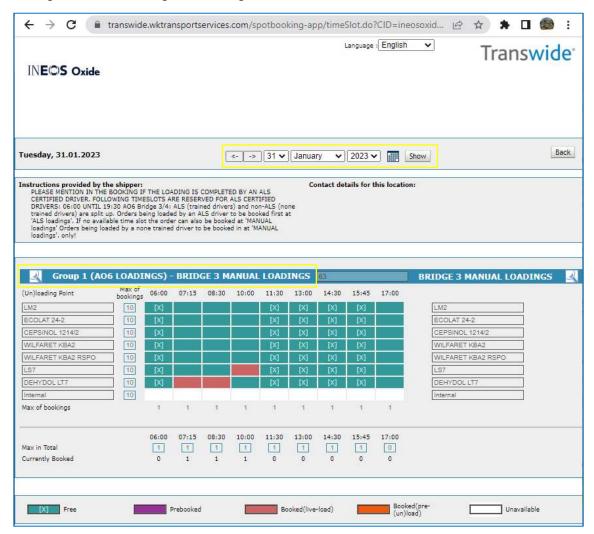
Select the "Book" (for a new booking or "Update" (for an existing booking button.

The webpage will redirect to the call-off with all relevant information about your transport order. At the bottom you can add an e-mail address. Doing so will provide a confirmation mail after you have booked a timeslot.



The "Confirm" button will lead you to the slot booking screen.

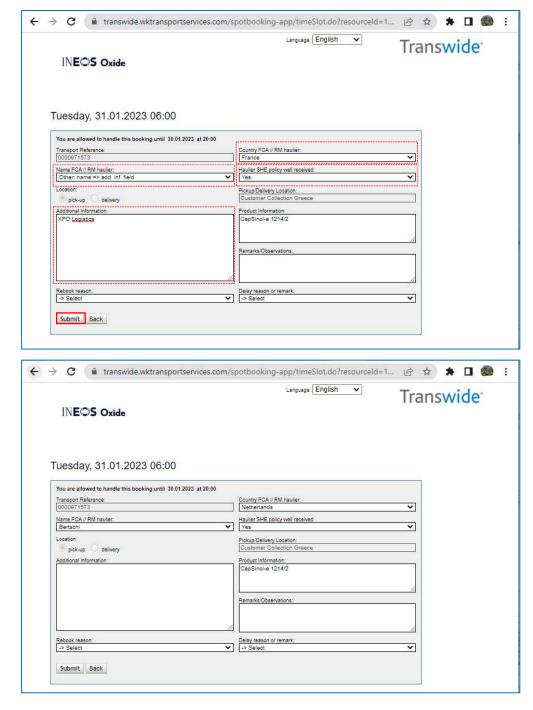
The webpage will redirect to the loading schedule. Please find the exact product reference, double check and use that line only. Available loading slots are marked with a white . The reference of the loading bridge can be found above. Note that some technical requirements relate to the bridge of loading. The date of loading can be changed above.



Choosing one of the available timeslots.

The webpage will redirect to the final overview screen. Complete the required information:

- 1. Add the haulier name. Use the pulldown list. Select "other" if the haulier is not in the list. Then use the additional field to enter haulier name.
- 2. Add the haulier country.
- 3. Confirm receipt, compliance and distribution of the INEOS haulier SHE policy to the driver.



If all information is correct, you can click the "Submit" button and your timeslot will be confirmed.

14.2 DPG-F and MPG-USP proof of previous cargo templates

See documents on next pages.

INEOS Oxide

Vorproduktbescheinigung/previous load DPG-F

			-		-	
Referenz/orde	er number:					
Ladedatum/lo	ading date:					
Transportnum	mer/transpo	rt number				
Containernum	mer/Contair	ner ID				
Kennzeichen .	Auflieger/ID	Tank				
Verwendungs	zweck/end ι	se of product				
	ı				<u> </u>	
	Datum/date	Transportnumm / order number		produkt / previous load		
Kammer1 /containment1					7	
Kammer2 /containment2					7	
Kammer3 /containment3						
Kammer4 /containment4						
Kammer5 /containment5						
			-	tung verfügen um diese einzeln z bottom line so controlling and sa		
Reinigung EFT separately.	CO Code F n	nuss separat vorç	gelegt w	erden. Cleaning EFTCO Code F	must be sho	wn
			_			
Unterschrift/ signa	ature					
Adresse/ adress				Stempel / stamp		

INEOS Oxide

Adresse/ adress

Vorproduktbescheinigung/previous load MPG-USP

Voipioduktbesc	ineningung/ pi	evious ioau ivii G	-031			
Referenz/orde	r number:					
Ladedatum/loa	ading date:					
Transportnum	mer/transpo	rt number				
Containernum	mer/Contair	ner ID				
Kennzeichen /	Auflieger/ID	Tank				
Verwendungs	zeck/end us	e of product				
	I	Т	[4] M	/ 10)/	-ll-+ /	
	Datum/date	Transportnumme / order number	1. Vorprodukt / first previous load	2. Vorpro second policial		3. Vorprodukt / third previous load
Kammer1 /containment1						
Kammer2 /containment2						
Kammer3 /containment3						
Kammer4 /containment4						
Kammer5 /containment5						
						kontrollieren/beproben. opling can be done
Reinigung EFT separately.	CO Code F m	nuss separat vorg	elegt werden. Clea	aning EFTCO	Code F m	nust be shown
_		•	orte geeignet und (Nur für Lebensmit	•		ank container is only
Unterschrift/ sig	nature					

Stempel / stamp