

**ZEN-NOH GRAIN CORPORATION
SETTING THE STANDARD...**



March 3, 2020

To: All Captains, Agents, Tug Companies and Other Parties Involved with Vessels Berthing at Zen-Noh Grain's Convent Facility

Re: High River Stage Operations Protocol

In anticipation of high water levels approaching, Zen-Noh Grain will put the following program in effect immediately for the safety of our employees, visitors, and facility. Should you have any questions concerning the protocol please contact either the Corporate Office or the Facility. With the cooperation of all concerned parties, we will be able to provide uninterrupted service in the same safe environment that vessels and visitors are accustomed to receiving when berthing at Zen-Noh Grain.

High River Stage Operations Protocol for Zen-Noh Grain Convent

- 1) All vessels are required to put out one breast line (on a winch) on the bow of the vessel, which goes across the dock, at or above 15' river gauge at Donaldsonville.
- 2) All vessels are required to put out two breast lines, one on the bow (on a winch) and one on the stern (where applicable) when the gauge is at or above 25' at Donaldsonville.
- 3) All vessels are required to put out a third breast line if requested by Zen-Noh Grain.
- 4) All vessels winches must be properly manned continuously (24 hours/day) while at berth.
- 5) If the vessel fails to maintain continuous watch of the winch systems or is unable to stay alongside of the berth without movement, at Zen-Noh Grains' discretion, Zen-Noh Grain will order the necessary tug power, in Zen-Noh's opinion, to keep the vessel alongside the berth without movement at the expense of the vessel.
- 6) If shifting of the vessel at berth is required during loading operations, at Zen-Noh Grains' discretion, a Pilot will be ordered to ensure the shift of the vessel is completed in a safe manner.
- 7) All crew members must remain on board the vessel at all times, except as necessary for draft calculations or in the event of an emergency. Should any Seaman need to leave the vessel, the Captain of the vessel must make arrangements with Zen-Noh Grain in advance.
- 8) **During High River Stage Operations, only personnel with essential business concerning vessel loading will be allowed on Zen-Noh Grains' dock. Non-essential visitors will not be allowed on the dock.**
- 9) **Effective 3/3/20 unescorted access to the dock area is strictly prohibited**
- 10) All visitors must check in with the Shift Superintendent prior to proceeding to the dock. All agents, surveyors or other essential personnel that are required to visit the vessel must be escorted from the Control Room to the Vessel by Zen-Noh Grain personnel.
- 11) Zen-Noh Grain will provide access and egress, at the vessels expense, by the use of a mechanical personnel lift machine. Only ZGC personnel are allowed to operate the mechanical personnel lift machine. All appropriate Personal Protective Equipment must be worn by all occupants of the machine while in use.

Delays in providing these services should be anticipated and expected.

Thanks in advance for your cooperation,

Roy Baker Jr.
Operations Manager
Zen-Noh Grain Corporation