

Data Review

List of Data Received – Virtual Data room

Folder Title	Contents	Remark
1. General	BNCT current condition overview	
2. Financial	Tariff regulation; BICT historic tariff; BNCT & BICT financial statements; BNCT CAPEX summary; BNCT tariff; BICT performance record; OE standard for procurement estimation; Concession fee payment report for BICT and Domestic terminal	Missing - BNCT Asset Register
3. Legal	BNCT construction permit; BNCT dredging and reclamation permit; BNCT Phase 2 concession agreement; BNCT phase 1 MoT Recommendation letter for concession; cooperation agreement Pelindo 1 & PTP for operation of BNCT; PTP Deed of establishment; related government decrees; Port of Belawan Masterplan; List of warranty items; summary agreement of procurement of equipment with PTP	Missing: - IT software licenses, incl. TOS, GOS, ECS - CRITICAL; - Contract with maintenance company; - Konecrane maintenance and support agreement – CRITICAL
4. Technical	AMDAL 2013; equipment procurement timeframe; Konecrane maintenance area functionalities manual; ARTG preventive maintenance manual; STS site work plan and method; Mechanical electrical master document (dokumen induk); BNCT, BICT, and Domestic terminal layout (1 pdf); Genset documents; agreement for procurement of ARTG, TT, STS, and TOS; Agreement of consultant supervision for equipment commissioning (sucofindo); Project management and construction supervision contract (Virama karya); Construction contract (Wika- Utama); as –built drawings; BNCT feasibility study (Bahasa); BNCT waste management SOP; BNCT drainage layout; bathymetry (pdf); Dwelling time (unclear); BNCT Design report and TOR; Integration test (pdf); gates certificates; BICT berthing schedule; Belawan access channel dredging study; gate study for BICT & BNCT; Investment realization for BNCT phase 2	Missing: Construction supervision report from Virama karya, equipment list, power consumption, handover of all final engineering document (layout, datasheet, specification, calculation), vendor document/drawing, FAT report, QC report during construction, completed punch lists, test & commissioning report, contract to PLN, contract to existing port related with water supply, design document and as built drawing of Phase 1, maintenance record/photos of Phase 2.

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5. Operational dan Komersial	BICT and Domestic terminal performance record; BICT top customer; BICT and Domestic terminal commodity data; BICT & Domestic terminal vessel origin and destination data;	Missing: Critical Reports BNCT operational performance data
6. Human Resources	BICT and domestic terminal human resource data; BICT operational HR shift schedule and role	Missing: Critical Reports <ul style="list-style-type: none"> - BNCT human resource data and shift schedule; - BNCT Organization chart
7. Transaction agreements	Transaction agreement INA & PTP	
8. RJPP	PTP Longterm planning report	
9. HSE	SOC PF from MoT regarding ISPS compliance; CCTV installation location; list of SOPs; SOP for environmental measurement; Evacuation route	Missing: Critical Reports <ul style="list-style-type: none"> - BNCT PFSA & PFSP; - CCTV coverage/blind spot map; - ISPS coverage level map;
Update Data PTP	Customs area location designation decree from customs office; DG Stacking permit; Operation permit	
Update Data Regional	BICT and Domestic terminal traffic	Unclear intention, seems redundant with previous folders

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List of Documents Requested

No	Document	Status
1	Equipment list and Test & commissioning certificates for all equipment	Open
2.	Re-certification certificates for equipment (yearly renewal to MoT)	Open
3.	Maintenance record and schedule for all equipment, including contract to maintenance company	Open
4.	Inventory list of spare parts available	Open
5	Asset register/list and remaining life/utilization of asset record (including server room)	Open (Critical)
6.	In-house operation and maintenance manual for equipment and buildings	Partly shared (i.e: ARTG preventive maintenance SOP)
7.	Inspection and maintenance reports for terminal	Open
8.	Warranty letter for all equipment	Open
9.	List of software and licenses available in terminal (finance, TOS, etc.)	Open (Critical)
10.	CCTV installation map	Closed
11.	ISPS level coverage/compliant area map	Open (Critical)
12.	ISPS compliant PFSA and PFSP	Open (Critical)
13.	HSE Report, including Accidents and Damage record	Open (Critical)

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List of Documents Requested

No	Document	Status
14.	Insurance records for all assets	Open
15.	Boundary map of the terminal indicating land ownership	Open
16.	Integration test report & Protocol (including gate system and terminal simulation test)	Closed
17.	HSE Plan	Closed (included in list of SOP file)
18.	Evacuation map for terminal and buildings	Partly shared only for the whole BNCT terminal
19.	Construction supervision consultant report, punch list findings, and QC check report (Virama Karya)	Open
20.	Grounding resistance test report	Open
21.	Reefer rack and plug specification including as built drawings	Open
22.	SK Penetapan Alur Belawan (Government declared guaranteed depth of Belawan access channel)	Open (Critical)
23.	Latest AMDAL report and RKL-RPL monitoring semester 1-2 for 2021	Open
24.	Special environmental government requirement for container handling	Closed
25.	BNCT list of staff s (numbers and role) and shift schedule	Open (Critical)
26.	In-house safety instruction/manual	Closed (included in list of SOP file)

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List of Documents Requested

No	Document	Status
27.	As-built drawing of phase 1 (from waskita and wika)	Open (Critical)
28.	Presentation/video about construction of sheet pile wall at phase 1 area	Open (Critical)
29.	Design of phase 1 reclamation wharf (by MoT Consultant and Atrya)	Open (Critical)
30.	List of tools and equipment in the workshop	Open
31.	Layout of fire fighting system on the workshop	Open
32.	Maintenance report/photos of underdeck survey	Open (Critical)
33.	Operation wind limit of STS and ARTG	Open
34.	Access channel drawing	Open (Critical)
35.	FAT & SAT, as well as commissioning report of all electrical equipment, including relay protection test	Open
36.	BNCT operation performance record for Vessel, STS, ARTG, Gate operation	Open (Critical)
37.	Completed as-built and final engineering documents (layout, specification/datasheet, calculation)	Open
38.	Completed vendor document & drawing for all equipment	Open
39.	Factory Acceptance Test (FAT) report	Open
40.	Contract to PLN	Open

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No	Document	Status
41.	Safety Equipment/Infrastructure – Details, list or plans of safety equipment fitted at the Terminal and in Terminal Buildings, such as fire fighting/fire suppression equipment, safety signage/surface markings, quay life saving equipment, Workshop & Powerhouse safety arrangements etc.	Open (Critical)
42.	Health & Safety Licenses – Information regarding Health & Safety Licenses such as Fuel Station Operation, Storage of Flammable & Dangerous Goods, Waste Disposal etc.	Open (Critical)
43.	Environmental Documents - Whilst it is understood that an “SOP Environmental Measurement” exists it would be useful to see this. If an English version exists, this would also be useful.	Open
44.	Security - Physical & Procedural Security Measures such as Perimeter Security Measures (CCTV, IDS etc.), Building Access Control, Manned Guarding & Patrol routines etc.	Open (Critical)
45.	Centralised Safety Equipment – Details of equipment such as WFH, Confined Space Entry, Spill Kits, First Aid Equipment, Defibrillators, Portable Lighting, Safety Vehicle, Temporary Fencing/Warning Signs etc.	Open
46.	Network diagram for BNCT	Open (Critical)