

Port Information Categories and Section Headings

| Tag Name | Heading Text | Foreword | Fac Y/N |
|--------------------|------------------------|---|---------|
| Critical | | | |
| critical | Critical | Information that is vital to all vessels entering the port, e.g. special or unusual regulations. | - |
| Pre Arrival | | | |
| intro | Overview | General description, including a brief outline of the port/terminal. | - |
| location | Location | Detailed geographical description of location within the world and within the country and position in latitude and longitude. Distance of nearest port/terminal or major town or city. | - |
| chartpub | Charts | Numbers and details of charts and nautical publications covering the port or facility. | - |
| limits | Port Limits | The seaward boundaries of the area over which the port has jurisdiction over navigation and operational procedures and, where specified within charter party, within which the vessel is considered to be an arrived ship. | - |
| docs | Documents | Documentation required for clearance of the vessel inwards to and outwards from the port or facility (e.g. number of Crew Lists, Passenger Lists, Customs Documents, Health Documents, Manifests, Bills of Lading, etc.). Unless specific ship's certificates/documents are stated, the term 'Ships Register' refers to certificates and documents required under IMO legal instruments to be carried on board. | - |
| certs | Certificates | Whether Cargo Handling Equipment Certificates and other ship certificates need to be produced during the vessel's call at the port. | - |
| isps | ISPS Compliance | Whether port is ISPS compliant or when it expects to be compliant. Contact details of port security officers. | Yes |
| maxsize | Max. Size | Maximum tonnage, LOA, beam and draft for different vessel types entering the port (dry cargo, container, bulk, Ro-Ro, passenger, tankers, crude, products, chemicals, gas). Any differences for vessels proceeding to installations outside the main port area. The state of tide governing these dimensions. | - |
| density | Density | Average dock water density (preferably expressed in kg/m ³ at 15°C). Any variations in density at different areas of the port or at different terminals. | - |
| restrict | Restrictions | Details of any restrictions imposed upon entry, for example at night time, due to weather, or in accordance with state of tide and draft restriction. Any aircraft restrictions or bridges. Details of any particular arrival times required in order to pass through particular bridges, and maximum clearances, that is height of bridge to waterline. | - |
| bridges | Bridges | | - |

| Arrival | | | |
|-----------------------|--------------------------------|---|-----|
| arrival | Arrival | Any requirements whereby a vessel may be required to proceed to anchor on arrival to gain clearance, position in latitude and longitude where a vessel is considered to have arrived at the port. Requirements for Notice of Readiness. | - |
| approach | Approaches | Details regarding the approach to the port/terminal in relation to buoyage, racons, depths, shoaling and approach channel dimensions. Whether there are any manoeuvring areas or turning basins in the port. | - |
| pilotage | Pilotage | Manner in which vessel approaching the port applies for a Pilot; contact information for pilot station; ETA required; description of pilot boat; particular light or sound signals to be made by vessels requiring a Pilot; the exact area where pilot boat is located or where the Pilot is taken on board; any alternative area in the event of bad weather and when pilot boat not on usual station; details of any specific requirements on the part of Pilots with respect to boarding and safety measures; location of anchorage for vessel awaiting a Pilot. | - |
| dspilot | Deep Sea Pilotage | Detailed information where there is a requirement or facility available for pilotage services beyond the port limits, such as in the Baltic and English Channel. | - |
| anch | Anchorage | Boundaries in latitude and longitude, areas, type of seabed and depths of safe anchorages. | - |
| Communications | | | |
| health | Pratique | Action necessary to obtain pratique, or in the event of any suspected disease or fever on board. Pratique procedure and in what circumstances pratique is automatic, for example after calling at another port in the same country. | - |
| radio | Pre-Arrival Information | Name and call sign of radio station through which it is best for a vessel to route ETA cables to Agent, receivers, etc. Any necessary pre-arrival information. Details of email, fax and telex communication with vessels. | - |
| vhf | VHF | Fullest possible data concerning VHF radio communication facilities in operation at the port, including advice required from vessels approaching the port, arriving at the port, when manoeuvring within the port area, and when sailing. Details of standard communication procedures and numbers of channels used in calling, further communication and safety, as may be applicable with respect to pilotage, tugs, Port Authority, quarantine or other craft or shore-stations. | - |
| radar | VTS/Radar | Name, geographical boundaries and VHF channels of any Vessel Traffic Management Service (VTS) operating within the port's limits. Details of existing port radar service. | - |
| Berthing Ops | | | |
| tugs | Tugs | Operator and contact details. Number and capacity of tugs available. Minimum number of tugs required for berthing and unberthing in relation to size of vessel, and any special requirements. Position where tugs normally join the vessel. Also whether usual for ship's lines or tug's lines to be used, and if optional, the usual charge for use of tug's lines. | Yes |
| berthing | Berths | Details of available berths, including length of quay, depth alongside, maximum LOA, beam and draft at Low Water (indicating whether salt or fresh water), maximum size of vessel, fendering and other relevant data, together with advice of cargoes handled at respective berths. Details of independent berths or terminals. | Yes |
| mooring | Mooring | Details of mooring line configuration including type of mooring line required, anchors used for berthing, mooring boats and mooring gangs. | - |

| Cargo | | | |
|---------|----------------------------------|---|-----|
| bulk | Bulk Facilities | Details of facilities for bulk vessels, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. Cargoes handled at each berth. Berth equipment, maximum height of discharging gear above High Water Level, and maximum loading/discharge rates. Cargoes intended to be covered by this heading are grain, metals and ores, coal, fertilisers, sulphurs, copra, etc. | Yes |
| cont | Container Facilities | Details of facilities for container vessels, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. Detailed information on types of cranes available for container handling, e.g. gantry, Panamax and Post Panamax, and sizes; cargo handling equipment, reefer points, container freight station. | Yes |
| cruise | Passenger Facilities | Details of facilities for cruise vessels, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. Facilities for passengers. | Yes |
| special | Other Facilities | Details of facilities specially equipped for handling Ro-Ro cargoes or cargoes not covered by other sections, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. | - |
| tankers | Tanker Facilities | Details of facilities specially equipped for handling tankers, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. Diameter of lines and average load/discharge rates. Inert Gas System (IGS) requirements, vapour return line availability. Prevailing wind on berth. Whether special moorings required. Availability of shore gangways, shore steam, facilities to combat oil spills and if so, equipment available. Ship-to-ship transfer facilities. Slop (residue) discharge facilities, capacities, and maximum receiving rate. SG, API and temperatures of local types of oil (loading ports only). | Yes |
| lpglng | LPG/LNG Facilities | Details of facilities specially equipped for handling gas carriers, including berths, length of quay, depth alongside, maximum deadweight, LOA and draft (indicating salt or fresh water) at Low Water for each berth. Diameter of lines and average load/discharge rates. Prevailing wind on berth. Whether special moorings required. Are shore gangways available? | Yes |
| hoses | Hoses | Details concerning connection and disconnection of hoses and hose sizes. | - |
| loading | Cargo Operations | Pre-loading and pre-discharging checklists; loading plan; loading rate; manning requirements during cargo operations; emergency shutdown procedures; cargo/ullage reports; completion of loading; requirements for cessation of charging; inert gas system; tank venting. | - |
| cranes | Cranes | Type, safe working loads and numbers of shore cranes available at berths for cargo handling. Details of heavy-lift cranes ashore or afloat, with lifting capacities. Details of berths where vessel's own gear must be used. | Yes |
| cargoh | Cargo Handling Facilities | Details of cargo handling facilities including name of operator, cargo handling equipment such as conveyors and forklifts, and types of cargo handled, cargo handling rates and any handling restrictions. | - |

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| stevedor | Stevedores | Any particular ETA advice required in order to arrange gangs. Details of main commodities and average load or discharge rates. Whether load/discharge is by shore equipment or by ship's own gear. Whether stevedores or crew are normally responsible for lashing. Normal working hours for general and bulk cargoes, also hours that overtime is possible. List of stevedore operators and contact addresses. | - |
| hatches | Hatches | Whether opening/closing is normally carried out by crew or stevedores. | - |
| cargog | Cargo Gear | Whether load/discharge effected by shore gear or by ship's gear, and details of any special cargo equipment, e.g. heavy lift cranes, etc. | - |
| Pollution | | | |
| ballast | Ballast | Details of the ballast requirements for the National Authority and/or Port Authority. Whether there are any requirements for change of ballast water prior to arrival at the port. Ballast reception facilities and any restrictions. | Yes |
| pollute | Pollution | Detailed requirements for pollution avoidance. List of procedures that the vessel must follow, and countermeasures that the port/terminal will take if an incident occurs. Contact numbers and VHF Channels to be used in the case of such an occurrence. | - |
| garbage | Waste Disposal | Whether a collection service is available and if drums or skips are provided on board or alongside. Contact details of garbage services, charges and collection time. | Yes |
| wasteoil | Slops Disposal | Whether a collection service is available and capacity of shore tanks, barges and road tankers. Location of any special berth for this service. Name and contact details of companies operating this service; charges and any other relevant information. | Yes |
| Facilities | | | |
| medical | Medical | Whether necessary for Agents to receive notice of required medical attention and the amount of notice required; whether hospital and dental facilities are available; any other relevant medical information such as particular inoculations required, vaccination/fever certificates, etc., and whether inoculations and vaccinations can be carried out. For offshore terminals, evacuation availability for urgent medical cases. | Yes |
| water | Fresh Water | Availability, method and rate of delivery, approximate cost per ton and who arranges delivery. | Yes |
| fuel | Fuel | Grades (viscosities) of fuel and lube oil available, amount of notice required, who arranges delivery and method of delivery. If bunkers supplied by vessel/barge, minimum/maximum quantity to be ordered. | Yes |
| shipsupp | Chandlery | Availability of ships' provisions. Name and contact details of ship supply service operators who are able to supply craft or helicopters for transfer of stores, crew and sick personnel. Also range, capacity and rendezvous points of supply craft and helicopters. | - |
| storing | Storing | <ul style="list-style-type: none"> Can vessel be stored by barge or truck?Regulations concerning barge storing, e.g. can vessel store from barges during loading or discharging? If not, what are the regulations concerning storing?Can trucks proceed alongside at the berth? If not, what is the approximate distance the truck is to remain from the ship?Can forklift trucks be used on the jetty to handle stores?Customs regulations in force regarding storing.Can local riggers be employed to assist with storing? | - |

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| services | Services | Details of any special services available, for example tank-cleaning equipment, compass adjusting, radio and radar repairs, supply of charts, nautical publications, sounding paper, course recorder paper, Notices to Mariners, safety equipment. Possibility of extension of certificates. | Yes |
| drydock | Dry Dock | Dimensions of largest dry dock and the number of smaller docks. Maximum deadweight, LOA, beam and draft of vessel accommodated. If no dry docks at port, location of nearest dry docks. | Yes |
| repairs | Repairs | Whether all types of deck and engine repairs are possible, and if not, then what types of repairs may be carried out. Full contact details for the operator(s) of the repair facility. | Yes |
| surveyor | Surveyors | Availability of cargo inspectors, e.g. Saybolt, Caleb Brett; superintendents, etc. Availability of surveyors, e.g. Lloyds Register, American Bureau, Bureau Veritas, Salvage Association, US Salvage, etc. | Yes |
| safety | Safety | | - |
| Security | | | |
| police | Police/Ambulance/Fire | Telephone numbers of these three services. | - |
| emerg | Emergency Response Centre | Nearest Emergency Response Centre and contact details (e.g. US Coast Guard, UK Coastguard, SAR, etc.). | Yes |
| fire | Fire Precautions | Any specific precautions, other than usual non smoking precautions, etc., particularly with respect to tankers. | - |
| watchmen | Security/Gangway | Whether watchmen are necessary or recommended and if so, the cost. Whether shore gangway is available and if not, port requirements for vessel. Any security measures that are peculiar to the port/terminal. | - |
| piracy | Piracy | Any precautions that are either advisable or required. Date and location of most recent incident. | - |
| stowaway | Stowaways | Any precautions that are either advisable or required. | - |
| regs | Regulations | Any particular or unusual regulations for the port. | - |
| Local Info | | | |
| time | Time | Local time in relation to GMT and dates/details of any alterations made to clocks during the year (summer time). | - |
| holidays | Holidays | Dates and details of official and local holidays and whether or not cargo work can be arranged on those days. | Yes |
| notices | Notices | Notices to Mariners. | - |
| weather | Weather/Tides | Details of tidal range, wind force and direction, precipitation, sea state and whether there are restrictions due to exposure of the berth. Contact information for the local weather bureau and broadcasting frequency for weather reports. | - |
| delays | Delays | What delays in berthing, loading, discharging or bunkering can be expected with regular occurrence. | - |
| Shore | | | |
| consuls | Consuls | Names, contact details and represented countries of Consuls at the port. | Yes |
| phone | Telephones | Whether arrangements exist for placing telephones on board. Whether there are public pay telephones ashore, near to the vessel's berth. Whether there is mobile telephone coverage, and if so, frequency, if known. | Yes |
| airport | Nearest Airport | Distance from and name of nearest airport; whether airport is international or domestic. | Yes |
| connect | Connections | Access to the port or facility; major road and rail links; whether there are rail links to the berths. | - |
| banks | Banks | Availability and ATM access. | Yes |
| customs | Customs | Contact details for Customs. Quantity of dutiable goods (tobacco, wine, spirits, etc.) permitted for each crew member to be held out of bond. Any other relevant information. | - |

| Crew | | | |
|---------------|-----------------------------|--|-----|
| shorleav | Shore Leave | Whether crew members are allowed ashore or not. | - |
| repat | Repatriation | Whether facilities exist for effecting crew changes and arranging any necessary repatriation. | - |
| idcards | Identification Cards | Whether shore passes issued or whether Seaman's Book or other documentation is sufficient. | - |
| seamans | Seaman's Clubs | Names of Seaman's Clubs operating at the port, address and telephone number. Facilities available, e.g. shop, international telephone service for seafarers, religious services, social events, mini-bus collection, postage facilities, games available at the clubs and any other service available. | - |
| Misc | | | |
| appendix | Appendix | Notices such as ETA pre-arrival formats and other official forms for completion by Shipmasters and officers. | - |
| general | General | Any information that may be of value to the Shipmaster and that is not covered by the previous questions. | - |
| develop | Developments | Details of expected draft increases, new installations, berths, etc., expected in the foreseeable future, together with expected dates of completion. | - |
| agency | Agency | In cases where a port or terminal is handled by a sole Agency, the name and address of that Agency with contact details. | - |
| auth | Authority | Name and contact details of local and national port authorities or port operators. | Yes |
| agent | Agent | At the foot of many of the ports, we have an additional heading entitled Agent. The aim of this section is to provide prompt access to an experienced Agent at the port concerned. It will be understood that such Agents are not necessarily the only Agent at that port, however, demands on available space preclude the inclusion of more than one. We trust that other companies will understand the position. | Yes |
| Report | | | |
| report | Report | Information is earnestly sought from Shipmasters and other serving officers giving corrections, amendments and additions to existing information, together with their professional advice or comment upon recommended or required procedures for entering or sailing from port, including advice of their experience of the port, either generally or specifically. Useful items of experience and suggestions of other Shipmasters are of great value, and will be printed under a special heading. | - |

NOTES **FAC Y|N** The setting Facility Y|N indicates that the facility can be searched for using the syntax of the facility search, facility[facility name]=true, e.g. "facility[fuel]=true"