

# The Procedure For Ships Berthing In Taipei Harbor

*Promulgated in accordance with Letter Reference Pei-Kang-Hang-Tzu No. 718 on May 31, 2004*

I This procedure is enacted to use fully the available berths and improve the harbor operational efficiency in accordance with Article 11 of the Governing Rules On Port Services At International Commercial Ports.

## II Organization of the Berth Assignment Group

The Berth Assignment Group consists of the Director of KHB, Head of Marine and Harbor Management Section, Head of Business Section, Equipment tenants of Stevedoring and Warehousing and Stevedores Companies. The Director serves as the chairperson and Chief of the Marine and Harbor Management Section as the Executive Secretary. The Berth Assignment Group should, in principle, hold a meeting everyday at 09:00 except weekends and national holidays to arrange berths the next day or after and keep a record of them.

## III Responsibilities of the Berth Assignment Group

(I) Chairperson: Promote and supervise all harbor operations.

(II) Executive Secretary: Collect documents and assist in harbor operations.

(III) Head of Business Section: Take charge of coordination and connection.

(IV) Equipment tenants of Stevedoring and Warehousing: Take charge of arrangement and storage and provide the documents of utility and changes in capacity of

Stevedoring and Warehousing.

(V) Stevedores Companies: Provide cargo handling machinery, ensure stevedoring efficiency and provide documents on the cargo handling situation and utility factor of machinery.

#### IV Meetings for Berth Assignment

(I) Presided by the Chairperson. All agents should assign representatives to attend the meeting except for the members of the Berth Assignment Group.

(II) The equipment tenants of Stevedoring and Warehousing and Stevedores Companies should, before attendance, provide relevant documents, such as cargo category, qty, stevedoring situation and utility factor of machinery, to the Business Section as a reference point for assignment.

(III) In order to control all ships, all agents should, in advance, phone the Marine and Harbor Management Section about the planned completion time of the ships assigned with a berth.

(IV) Except for the special agreement, the berth assignment should be based on the sequence of ships' VHF time in principle. The Chairperson should make the final assignment in consideration of the state of the draft assignment matching the depth of wharf water, ships' length and type, cargo category and qty, weather, wharf facilities and other factors in addition to the ships' suggestions.

V Regulations on Prior Assignment of Berths (if the meeting for berth assignment is available)

- (I) Every Monday to Wednesday: The berth assignment can run to 09:00 the third day after application is received;
- (II) Every Thursday: The berth assignment can run to 17:00 the third day after application is received;
- (III) Every Friday: Berth assignment can run to 17:00 the following Monday;
- (IV) Berth assignment one day before national holidays should be in accordance with the appropriate Friday and two days before the national holidays should be in accordance with the appropriate Thursday.
- (V) Berth assignment should be done in advance when the weekends and national holidays coincide.

## VI Assignment Principles

- (I) Shipowners or agents should, before ships' entry, fill the Ship's Pre-arrival Report and send it to THB during the office hours; the application sent during off-duty hours can also be received but the berth arrangement can be performed the following day; those, who fail to send an application, will be provided with no berth.
- (II) The berth assignment should be based on the sequence of ships' reporting to Taipei Harbor Station through VHF.
- (III) Those, who fail to fill the Ship's Pre-arrival Report and report to Taipei Harbor Station by VHF, will be provided with no berth.
- (IV) Those, who sign preferential agreements with THB or Keelung Harbor Bureau, should act in accordance with such agreements.
- (V) The ship's movement, entering and leaving the harbor from 23:00 (including

23:00) to the next sunrise because of special reasons should be done after its special application is approved.

(VI) Ships must leave the wharf at once and cannot stay there to wash, sweep and ballast the cabins.

(VII) Bunkering, watering and repairs should be finished in the cargo handling time.

Do not occupy wharves without good reason.

#### VII Wharf Introductions:

(I) Wharf E1: Bulk Cargo Terminal, priority given to sandstone ships; and

(II) Wharf E2: Bulk Cargo Terminal, available for ships under preferential agreement; and

(III) Wharf E3: Petrochemical Terminal; and

(IV) Wharf E4: Petrochemical Terminal, priority given to the ships carrying the products of CPEC; and

(V) Wharf E5 & E6: Bulk Cargo Terminal; and

(VI) Wharf E13 & E14: Bulk Cargo Terminal; and

(VII) Wharf E15: Petrochemical Terminal, priority given to the ships carrying the products of Formosa Petrochemical Co.

#### VIII Regulations on Berthing

(I) Wharf E2 is reserved for ships under preferential agreement but during hours of vacancy, other bulk cargo ships are permitted to use it according to sequence.

(II) If a work stoppage during cargo handling exceeds two hours because of

shipowners or their agents and goods owners or their consignors; a ship has not leave its berth or departed from the harbor within two hours after the completion of loading and unloading or a non-operational ship has not departed from the harbor within two hours after the completion of bunkering, watering, crews' movment and repair of vessel or after sheltering has been confirmed as not available, and such situations affect negatively successful berth assignment, the Commercial Port Management Authority must inform them to shift berth or shift directly if they refuse. In such a case the violating ships' application for harbor entry will not be accepted for six months after their departure. The expenses paid to the Commercial Port or damage compensation should be absorbed by shipowners or their agents.

(III) Wharves E5 & E6 are assigned as the terminal for fast landing

There are three kinds of fast landing ships at present:

1. Type A: Completion of cargo handling should be within 12 hours. Its speed is three times that of Type C.
2. Type B: Completion of cargo handling should be within 24 hours. Its speed is double that of Type C.
3. Type C: Completion of cargo handling should be within 36 hours.

IX Ships, to which special conditions apply as provided in Item (V), Article VI, cannot leave the harbor or delay the performance of such through their own responsibility and should pay towage in accordance with the Rate List of Business in Keelung International Commercial Port, approved by the Ministry Of Transportation And Communications.

X Those violating Items (VI) and Item (VII), Article VI should be punished in accordance with Article 13 of the Governing Rules On Port Services At International Commercial Ports.

XI These regulations will enter into effect as of the date of promulgation.