

**DEENDAYAL PORT AUTHORITY**

(AN ISO 9001:2008 & ISO 14001:2004 CERTIFIED PORT)

(आईएसओ 9001:2008 एवं आईएसओ 14001:2004 प्रमाणित पोर्ट)

यातायात प्रबंधक का कार्यालय, दीनदयाल पत्तन प्राधिकरण, पी एंड सी बिल्डिंग, नया कंडला (कच्छ) 370210

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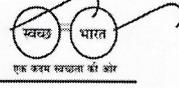
SPC  
KANDLA  
SIDE THE WAVE OF PROGRESS



SAGARMALA  
PORT-LED PROSPERITY



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Azadi Ka  
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स्वच्छ  
भारत  
एक कदम स्वच्छता की ओर

No. TF/SH/Berthing Policy/CORRESP/2019-11/680/ July 28, 2022

**C I R C U L A R**

In supersession of the earlier circulars in connection with the Berthing Policy which were issued from time to time, the following comprehensive Berthing Policy will come into effect on and from the proceedings of the Berthing Meeting to be held on August 1, 2022.

**1. Allocation of berths**

The anchored vessels/ vessels reporting before the first high tide after 18:00 Hrs on a particular day and ready in all respects at 11:00 Hrs, will be considered for allotment of berth in the Berthing Meeting of that day. In case no such vessel is eligible for berthing in the available berths, the forthcoming eligible vessels will be considered for allotment of berths based on the ETA confirmed by the Master of the vessel. In case the concerned Vessel Agent requests berthing to a particular side (i.e., port to quay or starboard to quay) which is not feasible in the tide under consideration, the next eligible vessel will be considered for allotment of berth in terms of seniority.

Allocation of berths will generally follow the 'Order Of Allotment' enclosed as **APPENDIX-01A (for Dry Cargo) and APPENDIX-01B (for Liquid Cargo)**. The number of vacant berths or the berths which are likely to be available during the period under consideration of the relevant Berthing Meeting, will be assessed in terms of the said 'Order Of Allotment' i.e. a vessel under a higher category will be considered for berthing ahead of vessels under lower category in the 'Order Of Allotment', provided a berth is available/ likely to become available.

**2. Readiness of vessel and seniority**

1. Vessel Agents of all vessels calling at DPA need to get Voyage Call Number (VCN) through the PCS Portal. Vessels without a valid VCN will not be considered for calling.
2. The Vessel Agents are required to file BERMAN mandatorily through PCS, after the vessel is ready in all respects. Seniority of a vessel in all the groups will be from 11:00



Hrs on the particular day and subject to submission of BERMAN in PCS as well as through hard copy.

3. For tanker vessels, the confirmation towards availability of adequate ullage submitted to the port is required be certified by surveyor concerned.
4. For a dry cargo vessel, scheduled to load export cargo after completion of import discharge, seniority for the purpose of allotment of berth under Export will be considered from the time the vessel is ready in all respect to load the export cargo, i.e., the vessel tenders NoR or becomes ready documentarily, whichever is later.
5. The original seniority, i.e., documentary readiness (including but not limited to payment of charges) vis-à-vis reporting whichever is later, will be considered for the tankers scheduled to undertake both loading and unloading operations, in the cases when the concerned Vessel Agent(s) declare the export programme before berthing of the ship. Otherwise, the time the vessel is ready in all respect to load the export cargo, i.e., the vessel tenders NoR or becomes ready documentarily, whichever is later will be considered for the purpose of readiness.
6. In case readiness of a vessel is communicated after reporting of the vessel, the ship will be considered as ready for berthing w.e.f. the succeeding 11:00 Hrs. Reporting time vis-à-vis the time of documentary readiness, whichever is later, will be considered as the time of readiness for the purpose of seniority. In case, reporting times of two or more ships coincide, seniority will be accorded in order of the parcel size, i.e., the vessel having a larger loading/ unloading programme will be construed to be senior to the vessel having lower loading/ unloading programme.
7. In case any Vessel Agent purposefully submits a misdeclaration of ETA, the seniority of concerned vessel will be repudiated for 3 consecutive days. The same will be applicable in case a vessel refuses to berth after her movement has been finalised in the Berthing Meeting.
8. In case the vessel is not ready at the time of Pilot's boarding for inward movement, the seniority of the vessel will be lost and vessel will be considered for seniority from the time and date the Agent declares readiness during the course of Berthing Meeting. However, in case of Vessels engine failure or bad weather at OTB preventing the movement from being affected, the seniority of the vessel will be maintained in case the claim is substantiated by the Office of Harbour Master.
9. Vessels which are allotted berth on the basis of ETA, need to report before the first available high tide after 18:00 Hrs of that particular day so that the allotted berth(s) do not idle. This however will not be applicable for the tanker ships scheduled to berth at Oil Jetties.
10. A vessel may opt to relinquish her turn of berthing without losing seniority, in case another vessel of the same importer/ exporter is working at berth with same cargo.
11. In case a vessel is shifted out from berth due to poor productivity, the seniority of the vessel will be forfeited. Fresh seniority in such cases will be considered from the date



and time of shifting out from berth. However, such vessels shall not be considered for berthing before 3 days of shifting from the berth. In case there is no taker for the berth, the vessel may be considered for re-berthing on submission of readiness. However, in case a tanker ship upon being shifted to OTB due to poor productivity, relinquishes claim for berth after 3 days, her seniority will be considered from the date and time submission of readiness for re-berthing.

### 3. Coastal Vessel

1. A vessel will be considered as a 'Coastal Vessel' if the same conforms with the definition of a 'Coastal Vessel' as per the extant Scale of Rates.
2. Priority Berth Hire charges are not applicable on the vessels berthed under Coastal Vessel priority.
3. A coastal vessel shall be liable to pay port charges on coastal rates notwithstanding whether it was berthed on priority or otherwise.
4. There will be no restriction on berthing of a coastal vessel in any other category. However, in such scenario, the vessel will not be considered as coastal vessel for the limited purpose of berth allotment only.

### 4. General Instructions

- (1) All the matters related to Berthing of vessels shall be discussed and decided only during the course of Berthing Meeting held daily. As such, submission of applications, amendments, whatsoever etc. shall be accepted only during the Berthing Meeting.
- (2) Generally, barges transporting cargo lightened from vessels in the midstream will be worked upon in the Bunder area. However, due to reasons like non-availability of adequate storage space to accommodate cargo of Cape size vessels discharging entire cargo at mid-stream or dredging work or other maintenance work scheduled to be carried out in Bunder Area, barges may be accommodated in the cargo berth area. Four panels against each Cape size vessel may be made available for maximum of two cape size vessels by foregoing at most one vessel under General category group.
- (3) In case no vessel eligible for berthing under the 3(A) to 3(F) in the Order of Allotment, berth will be allotted to the senior-most vessel under General category. Such allotment of berth will be subject to the condition that if required the vessel so berthed will be shifted out on 'Port Convenience' to accommodate vessels under the higher category, which could not be berthed due to commodity/ draft/ any other restriction(s). The vessel which has been shifted out will re-berth as per her original seniority.
- (4) However, in case due to non-availability of an eligible vessel under the General category, a vessel under Priority group is considered for berthing under the General



Category, the vessel will be converted to the appropriate Priority Group instead of shifting out. In such case, although the priority berth hire charges will not be applicable, the said vessel will have to achieve the productivity norms from the date and time of berthing.

- (5) In case due to commodity/ draught/ any other restriction(s), a junior vessel gets berth ahead of waiting senior vessels, then the said junior vessel will be debarred from claiming a deep draught berth over waiting senior vessels. In case the said junior ship cannot continue to work at the shallow berth, the vessel will be shifted to anchorage under port convenience and will wait for her turn for berthing as per her original seniority.
- (6) Only the vessels having minimum parcel size conforming with the productivity category will be considered for berthing against the categories under Sr. No. 3(A), 3(C), 3(D), and 3(F) of the **APPENDIX-01A**. Allocated time against vessels berthed under these categories will be calculated on pro-rata basis.
- (7) In case a vessel berthed under higher productivity groups, i. e. under Sr. No. 3(A) to 3(F), 6 and 8, fails to achieve the productivity, the ship will be shifted out to OTB at the cost and responsibility of the concerned Vessel Agent.
- (8) Any vessel scheduled to be shifted out before completion of cargo work, will be allowed to continue cargo operation till next immediate suitable tide time subject to payment of 3 times additional berth hire charges. However, in case there is no taker for the berth the vessel will be permitted to continue till completion of cargo under three times additional berth hire charges till the vessel vacates the berth. This however is not applicable to the vessels berthed under Sr. No. 3(B), 3(E) and 4 of the **APPENDIX-01A**.
- (9) Subject to availability of other types of cargo in the General Category, berthing of bagged cargo vessels in this category only, will be capped to 3 ships.
- (10) Generally, the declaration made by the Agents and Stevedores for the handling figures is considered as authentic on day-to-day basis in case of Dry Cargo. However, port is at liberty to insist for an interim draught survey report duly authenticated by the vessel if need be.
- (11) The performance of the vessels berthed under Priority Group will be reviewed on day-to-day basis. However, under no circumstances, the vessel will be allowed to stay/ work more than the allotted time based on the total tonnage to be handled.
- (12) Time lost on account of the events/ reasons mentioned in **APPENDIX-02A** will be excluded from the operational time for the limited purpose of calculation of allotted time only.
- (13) In case a bagged cargo vessel under General Group is not able to complete the cargo operations as per norms, an additional time of maximum 48 hours will be allowed to complete its cargo operations subject to payment of 3 times additional normal berth



hire charges for the extra hours. Thereafter, the vessel will be shifted to OTB at the cost and responsibility of the concerned Vessel Agent

- (14) In case Tanker vessel is not able to complete the cargo operations as per norms, the same will be allowed to complete its cargo operations subject to payment of 3 times additional normal berth hire charges for the extra.
- (15) The general category vessel requiring deep draught berth will be shifted to deep draught berth under 'Port Convenience'. In case a deep draught berth is not available, the vessel will be shifted to anchorage/ OTB on port convenience. In the latter case, when a deep draught berth becomes available, preference will be given to the vessel(s) that were shifted out due to non-availability of deep draught berth.
- (16) Vessel requiring deep draught berth will be shifted to such as per availability. For such shifting, if need be, a vessel not requiring deep draught may be shifted to a shallow draught berth subject to commodity restriction. Such shifting/ interchange of ships will be under 'Port Convenience'. This shall be applicable to CJ-011 to CJ-10 and CJ-13 to CJ-16.
- (17) Simultaneous discharge and loading operations shall not be allowed at berths except for Liquid cargo tankers and vessels berthing under 24 hours priority group. However, in a situation when the berths are vacant, Traffic Manager may grant permission for the same. Further, the said operation will be allowed to the vessels working at the moorings when the demand for mooring is less than the availability.
- (18) Moorings will be allotted in equal number amongst the export and import cargo vessels in order of the seniority which is being followed for berthing of vessels at Cargo Berths. However, the vessels that intend to work exclusively at moorings will be given preference over the other vessel intended to work at the mooring till they are allotted the berth. Further, the vessel for cargo operations will be preference over the vessels for repairs etc. at moorings.
- (19) In case additional berthing space is available or can be created through rearrangement/ warping in which no eligible ships as per the Order of Allotment can berth, Port may consider to berth the senior-most ship of the suitable LOA in the aforesaid space. However, a vessel so berthed would be liable to be ousted under Port Convenience whenever there is a space constraint for berthing of an eligible vessel/ barge. The vessel berthed under space account will be converted to General Category prior berthing of any junior vessel of the General Category.
- (20) Notwithstanding the above Policy, the Traffic Manger shall have the discretion to shift or berth any vessel if required from one berth to another berth or accommodate a vessel at a required/ particular berth to avoid multiple shifting/s or as per berthing Policy or for any other bona fide requirements.

Traffic Manager  
**Deendayal Port Authority**



Copy to:

1. The President, Kandla Port Steamship Agents Association
2. The President, Kandla Stevedores' Association Ltd.
3. The President, Kandla Custom House Agents' Association
4. The President, Kandla Liquid Tank Terminal Association
5. The President, Kandla Port & Dock Stevedores Association
6. The President, Kandla Port Custom House Agents Association
7. Daily Shipping Times/ EXIM
8. Sr. PS to Chairman/ PS to Dy. Chairman
9. Dy. Conservator / FA&CAO / TP&PRO / BDTL



## Order of allotment for dry cargo

Sl. No.	Group	Maximum No. of Berths	Notes
1	Finished Fertilizers or any other priority accorded by Government other than Coastal cargo vessels.	Two	<p>The vessels against which out of turn the Government of India from time to time on ship-to-ship basis has accorded berthing priority will be considered under this category. Whenever, any such ship is at berth or is eligible for berthing, only 1 berth will be allotted under this category for vessels scheduled to unload Finished Fertilizer. However, in absence of a specific ship against which priority has been accorded by the Govt. of India, 2 berths will be allotted for Finished Fertilizer ships.</p> <p>Allotment of berth will be based on seniority.</p>
2	Coastal cargo vessels.	One	Allotment of berth will be based on seniority.
3(A)	Higher productivity.	Two	A productivity of 15% above the prescribed norms or 10,000 MTPD whichever is higher will be the minimum eligibility criteria for this category. Vessel committing to highest productivity in terms of MTPD will be considered for berthing.
3(B)	Vessels having a minimum parcel size of 8,000 MT and completing within 24 hours.	One	The vessel has to complete the cargo operations (export/ Import/ Both) and vacate the berth in the same tide the next day in which the said vessel was berthed on the previous day. The time of stay at berth in all the cases shall not be more than 24 hours/ till last sailing pilot in same tide. The vessel has to vacate



Appendix-01A

Sl. No.	Group	Maximum No. of Berths	Notes
			berth as per the tide. Allotment of berth will be based on seniority.
3(C)	15,000 MTPD priority.	One	Allotment of berth will be based on seniority. A productivity of 15% above the prescribed norms or 15,000 MTPD whichever is higher will be the minimum eligibility criteria for this category.
3(D)	8,000/ 6,500 MTPD priority.	One	Allotment of berth will be based on seniority. The eligibility criteria for this category will be as follows -  1. For bulk cargo, a productivity of minimum 15% above the prescribed norms or 8,000 MTPD, whichever is higher.  2. For break bulk cargo, a productivity of minimum 15% above the prescribed norms or 6,500 MTPD, whichever is higher.
3(E)	Vessels completing within 48 hours, in case no vessel is eligible for berthing under Sl. No. 3(B).	One	Allotment of berth will be based on seniority.
3(F)	Any vessel committing a higher productivity.	One	A productivity of 15% above the prescribed norms or 10,000 MTPD whichever is higher will be the minimum eligibility criteria for this category.
4	Vessels scheduled to load/unload Steel/ Project cargo.	One	Allotment of berth will be based on seniority.
5.	Granite Block/ any other break bulk excluding Steel/ Project cargo, completing cargo work within 96 hours.	One	Allotment of berth will be based on seniority.
6	In case no vessel is eligible for berthing under Sl. No. 1 and 2,	One	Allotment of berth will be based on seniority. A productivity of



Sl. No.	Group	Maximum No. of Berths	Notes
	vessels scheduled to handle cargo in bulk with a minimum parcel size of 45,000 MT.		15% above the prescribed norms or 10,000 MTPD whichever is higher will be the minimum eligibility criteria for this category.
7(A)	Vessels scheduled to load general export or import cargo.	Four	Allotment of berth will be based on seniority and in equal ratio of import and export cargo. Maximum number of ships will be capped to 2 each for export and import unless there is no suitable import or export cargo ship.
7(B)	Any vessel scheduled to load/unload general cargo.	One	Allotment of berth will be based on seniority.
7(C)	Any vessel scheduled to load/unload general cargo waiting for berth for 15 days or more after becoming eligible for berthing.	One	A productivity of 15% above the prescribed norms or 7,000 MTPD whichever is higher will be the minimum eligibility criteria for this category.
8	Days' priority.	Remaining berths.	Vessel committing to highest productivity in terms of MTPD will be considered for berthing.

**Notes:**

- Vessels under Sl. No. 1 will be referred to as 'Government Priority'.
- Vessels under Sl. No. 2 will be referred to as 'Coastal Priority'.
- Vessels under Sl. No. 3(A) through 3(F) will be referred to as 'Priority' group. Maximum number of berths allocated under this category will be 5.
- Vessels under Sl. No. 7(A) through 7(C) will be referred to as 'General' group. Maximum number of berths allocated under this category will be 5.
- For getting considered under the Sl. No. 1, 4, 5, and 6 the vessels need to carry/scheduled to load at least 80% of the specific cargo mentioned against that group.
- Simultaneous working of vessels scheduled to load 80% or more cargo on account of the same exporter will be capped to 2. In case any ship is not considered for berthing due to this reason, the original seniority of the vessel would be retained.



### Order of allotment for liquid cargo

Sl. No.	Group	Jetty No.	Notes
1.	All compatible cargo	OJ-1 to OJ-4	Jetties will be allocated on the basis of seniority
2.	IFFCO	OJ-5	
3.	IOCL/ BPCL	OJ-6	

**Notes:**

- A. The number of Edible Oil tankers to be berthed at Oil Jetty No.1 to 4 will be restricted to two, subject to they are being senior to non-edible liquid tankers. There will be no restriction on berthing of non-edible liquid tankers. In case if no tanker is waiting and tankers are allotted berth on ETA basis, the restriction of two Edible Oil tankers at Oil Jetty No.1 to 4 will apply if there is no non-edible oil tanker waiting for berth or expected to arrive before tide.



## Productivity norms for dry cargo

## Dry Bulk:

Sl. No.	Cargo	Parcel size	Proposed Norms (in MTPD)
1	Aggregate	Upto 35,000 MT	20,000
		Above 35,000 MT	25,000
2	Agri Product - Others	Upto 35,000 MT	8,000
		Above 35,000 MT	10,000
3	Ball Clay	All	10,000
4	Bauxite	All	10,000
5	Bentonite	Upto 10,000 MT	9,000
		10,000 to 20,000 MT	11,000
		Above 20,001 MT	15,000
6	Cement Clinkers	All	11,000
7	Coking Coal	All	19,000
8	Copper Concentrate	All	7,000
9	DAP	Upto 35,000 MT	10,000
		Above 35,000 MT	13,000
10	Dolomite	All	9,500
11	Feldspar	All	8,000
12	Ferro Nickel	All	5,000
13	Flourspar	All	6,500
14	Gypsum	All	13,000
15	Iron Ore Fine	All	16,000
16	Kaoline	All	13,000
17	Laterite	All	14,000
18	Lime Stone	All	14,000
19	Marble Lumps	All	5,500
20	Metcoke	All	8,000
21	Mill Scale	Upto 35,000 MT	18,000
		Above 35,000 MT	22,000
22	MoP	Upto 35,000 MT	13,000
		Above 35,000 MT	16,000
23	NPK	All	10,000
24	Pet Coke	All	20,000
25	Rock Phospate	All	13,000
26	RSM	Upto 35,000 MT	6,000
		Above 35,000 MT	9,000
27	Salt	Upto 35,000 MT	15,000
		Above 35,000 MT	20,000
28	Shredded Scrap	All	6,000

**Appendix-02A**

Sl. No.	Cargo	Parcel size	Proposed Norms (in MTPD)
29	Silica Sand	Upto 5,000	8,000
		Above 5,000	12,000
30	Sugar	All	8,000
31	Sulpher	All	11,000
32	Thermal Coal	All	22,000
33	Urea	Upto 35,000 MT	8,000
		Above 35,000 MT	11,000
34	Wheat	Upto 35,000 MT	8,000
		Above 35,000 MT	10,000
35	Heavy Melting Scrap	All	4,000

**Break Bulk:**

Sl. No.	Cargo	Parcel size	Proposed Norms (in MTPD)
1	Granite Blocks	All	3,500
2	Steel Cargo - HR Coils	All	8,000
3	Steel Cargo - CR Coils	All	4,500
4	Steel Cargo - Billets	All	4,500
5	Steel Cargo - Steel Coils	All	4,500
6	Steel Cargo - Steel Plates	All	4,500
7	Steel Cargo - Steel Pipes	All	2,500
8	Steel Cargo - WR Coils	All	2,500
9	Steel Cargo - TMT Bars	All	2,500
10	Steel Cargo - Other Steel/ Steel Slabs	All	8,000
11	Rice/Sugar Bags	Upto 26 KG	2,850
		26 to 41 KG	4,200
		Above 41 KG	4,500
12	Timber Logs - Pine Logs	All	4,500
13	Timber Logs - Hardwood	All	5,000
14	Wood Pulp	All	3,000
15	Jumbo Bags (all kind)	All	3,000

**Notes:**

- (1) Productivity of a ship is calculated as per the following methodology –



$$\text{Productivity} = \frac{\text{Total Quantity (in MT)}}{(\text{Cargo completion} - \text{All fast}) \text{ in hours}}$$

- (2) Detentions owing to the following reasons will be excluded from the working time for the purpose of calculating productivity achieved, on case-to-case basis based on nature of cargo.
  - a. Rain and fog.
  - b. Inclement weather (Dew, Humidity, Moisture – for weather sensitive cargo like Sugar, Agri-products in bulk or bags).
  - c. Breakdown of Port's cranes.
- (3) The above norms are based on 4 working hooks. Port will consider the norms keeping in view the number of hatches possible to work only in case where there is no ship waiting for berth and the resultant berth will be vacant.
- (4) If there is no takers for the berth, vessel/s may be permitted to berth under pro-rata hook norms considering constraints if any. Once vessel is berthed under pro-rata norms will continue till completion of vessels.
- (5) 2 hours' time is permissible for pre-commencement/ post-completion formalities to all dry cargo vessels, excluding the vessels handling Project Cargo/ requiring MMD clearance and this time will be excluded from the allotted duration of time. In case of vessels handling Project Cargo/ requiring MMD clearance, total 6 hours of additional time will be excluded from the allotted duration of time.
- (6) In case a vessel is shifted from berth to berth or is warped under Port Convenience, the duration of time from suspension of cargo operation till re-commencement, will be excluded from the operational time for the limited purpose of calculation of allotted time only.
- (7) Due to the diverse nature, no norm has been fixed for Project Cargo/ Machinery/ Over Dimensional Cargo.
- (8) For any new cargo handled in DPA, the norms will be decided on case-to-case basis keeping in view the factors like the nature of cargo, bulk density, method of handling, productivity of similar cargo handled in DPA etc. The norms for the new cargo, once decided, will become applied for the vessels handling similar cargo in future also.
- (9) The cargo which requires lashing/ unlashings/ chocking/ stripping etc. after completion of loading operation, the time of completion of securing the cargo on-board will be considered as the time of cargo completion.



### Productivity norms for liquid cargo

Sl. No.	Cargo	Parcel size	Proposed Norms (in MTPH)
1	Edible Oil	Up to 5,000 MT	250
		Up to 10,000 MT	375
		10,001 to 20000 MT	475
		20,001 MT and above	600
2		Up to 5,000 MT	200
		Up to 10,000 MT	325
		10,001 to 20,000 MT	425
		20,001 MT and above	500
3	Import Palm Fatty Acid, Crude Palm Sterain, RBD Palm Sterain	All	200
4	Styrene Monomer	All	220
5	Sulphuric Acid	All	250
6	Caradol	All	100
7	Base Oil	All	100
8	Mdi	All	100
9	Papi	All	100
10	EDA	All	100
11	Varanol	All	100
12	Polyol	All	100
13	RPO	All	120
14	All export cargo except Molasses	All	180
15	Molasses	All	250

**Notes:**

1. In case a vessel working through a single to a single terminal at OJ-5, fails to achieve the stipulated productivity norms, the minimum productivity norms will be considered as 200 MTPH.
2. For Liquid Bulk cargo vessels, 2 hours' time each shall be granted for connection and disconnection of pipelines, i.e., total 4 hours of additional time is permissible. For tankers carrying edible oil, 2 hours additional time over and above the mentioned time of 4 hours is permissible for squeezing operation. However, in case a vessel is shifted to another jetty, at most 2 hours of additional time in addition to the aforementioned permissible time will be granted for connection/ disconnection of pipelines.



**Appendix-02B**

3. In case a vessel is shifted from berth to berth or is warped under Port Convenience, the duration of time from suspension of cargo operation till re-commencement, will be excluded from the operational time for the limited purpose of calculation of allotted time only.

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