

HAMBANTOTA INTERNATIONAL PORT



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PORT CONTROL REQUIREMENTS, INFORMATIONS & PROCEDURES FOR VESSELS CALLING AT HAMBANTOTA INTERNATIONAL PORT

Abbreviations

- HIP : Hambantota International Port
- HIPG : Hambantota International Port Group
- HIPS : Hambantota International Port Services
- ETA : Estimated Time of Arrival
- SLPA : Sri Lanka Port Authority
- DCD : Dangerous Cargo Declaration
- PBG : Pilot Boarding Ground
- HM : Harbor Master
- DHM : Deputy Harbor Master
- MOD : Ministry of Defense
- SLN : Sri Lanka Navy

Introduction

Purpose of this SOP is to ensure safe and efficient operations at HIP and ensure no any delays occurs while berthing a vessel.

All local agents & stake holders, customers are hereby requested to adhere undermentioned instructions and guidelines as far as possible for safe, efficient and smooth operations at the Hambantota International Port

Procedures to be followed

1. 72 hours ETA notice to Port Control from Local Agent.
2. 48 hours ETA notice to Port Control from Local Agent.
 - ❖ Local Agent has to provide,
 - Ship Particulars.
 - SLPA safety division approved DCD for relevant voyage.
 - P&I for voyage year accepted by SLPA.
 - Port of call list.
 - MOD & SLN Approvals for vessel carrying arms & ammunitions
Foreign Ministry & MOD approvals for foreign naval vessels

- Approvals from Sri Lanka Atomic energy Regulatory Council & MOD for vessel arriving with radioactive materials or similar dangerous goods of concern
- Covid related documents as required by the Government SOP
- Any other information's which may deemed important for the safety of Navigation/Life/Environment & Property
- Vessels intending to discharge/transship any arms, ammunition, radioactive materials must obtain approval from HIP, SLPA, Sri Lanka Navy, Atomic Energy Regulatory Council and MOD before loading such cargo as the case maybe.

❖ Finance department to confirm Port Dues paid for the relevant voyage of the vessel.

3. Allocate vessel Reference number for voyage & submit that to,

- Billing Department HIPG / HIPS
- Finance Department
- BPL
- Local Agent

4. Check “**OK TO BERTH**” Approval from Port Health Officer Hambantota before commence the operation.

5. VTMS update

- ❖ Vessel profile create.
- ❖ Create vessel schedule for intended voyage.

6. All Inbound Vessels to contact **HAMBANTOTA PORT CONTROL** on VHF ch. 16 or 10 when within range minimum before 2.0 Hours to [PBG]

❖ Required Information

- E.T.A. to pilot boarding ground [PBG].
- LOA, Breadth of the vessel.
- Arrival draught Forward & Aft.
- Ships Flag.
- Last Port.
- Bow Thruster & characteristic.
- DG Cargo information. (Special Attention to Class I & Class VII)
- Mooring Line type & condition.
- Total Crew & their Health condition
- Any other information which may deemed necessary for the safety of Navigation/Life/Environment & Property

a. Inform arrangement of pilot ladder to the vessel considering weather & freeboard of the vessel.

b. Announce 1 Hour standby notice to

- ❖ TUG boats.
- ❖ Pilot Launch.
- ❖ Berthing Officer.
- ❖ Mooring Crew.
- ❖ Duty Manager.
- ❖ Vehicle Driver.

7. Guide & Monitor vessel until Pilot on board.

8. Update documents,

- ❖ Log Book.
- ❖ Arrival & Departure log.
- ❖ Monthly reports.
- ❖ VTMS system.
- ❖ FAL form.

9. Important Information's

Emergency contact details at HIP In the event of Emergency situations related to :

- ❖ Pollutions
- ❖ Fire
- ❖ Bad Weather
- ❖ Evacuations
- ❖ Defective Navigational Aids
- ❖ Any Other incident or emergency situation needs attention, should be brought to the notice of undermentioned as required immediately for appropriate actions

# Emergency Response Unit (ERU)	: +94472258855/VHF Ch. 15 (Internal Emergency)
# General Manager (HIPS)	: +94764078100/+94472277802
# Deputy Harbour Master (DHM)	: +94777345493/+94472277900
# Duty Safety Officer (QHSE)	: +94764077888/+94472888762
# Duty Manager (HIPG)	: +94764077600/+94472888919
# Ambulance/ Medical Center HIP	: +94764077888/+94474938136
# Security Control	: +94771078999/+94472887861
# Port Control	: +94764078051/+94472277701 -

10. SLN Coordination

SLN Hambantota to be appraised of any information pertaining to Security or any other abnormal situations at HIP which may require expeditious attention

Emergency Contact No's : Operations : +9411719915/ +94117199100

ISPS Office : +94477508165, +94113070312, HIP Ext. 2135

END