

**STANDARD OPERATING PROCEDURE (SOP) FOR VESSELS
CALLING AT HAMBANTOTA INTERNATIONAL PORT WITH DAMAGES SUSTAINED
TO THE HULL & MACHINERY/CARGO OR INJURIES TO THE CREW**

- **Edition: 01**
- **Scope: SAFETY OF PORT OPERATION & NAVIGATION**
- **Effective Date: 01/07/2021**

Hambantota International Port

Hambantota Sri Lanka

STANDARD OPERATING PROCEDURE (SOP) FOR VESSELS CALLING AT HAMBANTOTA INTERNATIONAL PORT WITH DAMAGES SUSTAINED TO THE HULL & MACHINERY/CARGO OR INJURIES TO THE CREW

Abbreviations

- HIP : Hambantota International Port
- HIPG : Hambantota International Port Group
- HIPS : Hambantota International Port Services
- ETA : Estimated Time of Arrival
- CEO : Chief Executive Officer
- GM : General Manager
- HM : Harbor Master
- DHM : Deputy Harbor Master
- SLPA : Sri Lanka Port Authority
- DCD : Dangerous Cargo Declaration
- MEPA : Marine Environment Protection Authority
- MOD : Ministry of Defense

Introduction

Purpose of this SOP is to ensure safe and efficient operations at HIP and to identify and-emphasize necessary measures to prevent damages, pollution and to mitigate consequences or injuries thereof.

All local agents, customers and stakeholders 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

- Detailed description of the nature of damage to the vessel, crew or its cargo must be informed to following parties at HIP & SLPA well in advance, at least 48Hrs prior to the arrival at HIP anchorage.
 - CEO- HIPS
 - GM- HIPS
 - Port Control- HIP
 - HM- SLPA
 - DHM- SLPA
- Depending on the nature of the damages and the vessel's condition, HIP management may request Class/P&I or any other competent authority to inspect and ascertain the extent of the damage or injuries and associated risks/safety factors involved with it, and to certify the vessel call at HIP is safe.
- Such inspections or surveys may be required to be performed and submitted to HIP management before entering in to port limits or within the anchorage, subject to circumstances of the case.
- If required, HIP management may request to intervene and to seek approval from Government Authorities such as SLPA /MEPA/MOD/Coast guard etc. for the calling of the vessel to HIP.
- HIP management reserves the right to refuse the vessel to berth or to anchor if deemed necessary.
- HIP will not be responsible for any claims, damages or consequences that may arise due to refusal of entry, if decided by evaluating the situation and available information and relevant reports.

Standard documents require to submit to Port Control 24Hrs prior to arrival

- Vessel particulars/Port of calls as per Port Control schedule
 - (Information can be obtained 24x7 via mobile +94746078051)
- DCD/P&I cover duly approved by SLPA safety section at Colombo – cc to DHM (Hambantota)
- Complete and comprehensive details of the damage and intended repair scope including parties attending for the rectification.
- Confirmation of the payment of port dues by the Finance Department of HIP.
- If any survey or condition report as deemed necessary.
- If any difficulties for maneuvering/steering.
- Any leakages of pollutants and dangerous goods.
- Carriage of any type of explosives or radioactive substances.

Communication procedure with HIP (Within VHF and Port limits)

Callsign (VHF)	:Port Control
Primary	:VHF Ch.16 (Calling)
Secondary	:VHF Ch.10 (working)
Port Control (Common):	+94764078051