



# PORT KLANG AUTHORITY

## BERTHING POLICY

### CONTAINER & CONVENTIONAL

VERSION 1.0  
(DATE)

**PORT KLANG BERTHING POLICY – CONTAINER VESSELS**

NO.	DESCRIPTION	ACTION
1.	Notification	i. Notification <ul style="list-style-type: none"> <li>- The Shipping Line/Agent shall give terminal 30 days vessel schedule by the 4<sup>th</sup> week of the current month for the following month.</li> </ul> ii. Update Notification <ul style="list-style-type: none"> <li>- Weekly update on vessel calls based on advance notification, followed by daily updates on Vessel ETA.</li> </ul>
2.	Berth Planning	i. General Rules <ul style="list-style-type: none"> <li>- Priority will be given to 'In Window (IW)' vessels, where IW vessels are given Berth on Arrival (BOA).</li> <li>- 'Out of Window (OW)' vessels will be given <i>First Come First Serve</i> berth basis.</li> </ul> ii. Berthing Prospect <ul style="list-style-type: none"> <li>- Berth line-up will be send out to all the respective Shipping Lines/agents at the end of every 8 hours shift on a daily basis.</li> <li>- Berthing line-up covers 72 hours vessel schedule.</li> </ul>

## PORT KLANG BERTHING POLICY – CONVENTIONAL VESSELS

NO.	DESCRIPTION	ACTION
1.	Notification	<p>i. Advance Notification (7 days before ETA)</p> <ul style="list-style-type: none"> <li>- The Shipping Line/Agent is required to submit P5, 3<sup>rd</sup> Schedule and Appendix B, 7 days before ETA.</li> <li>- However, for liquid bulk vessels, 3 days notification before ETA is suffice.</li> <li>- Information such as ETA, Vessel name, Ship Call number, Voyage Number and estimated of port stay should be furnished.</li> <li>- By declaring this, berth will be secured for the vessel, with the condition there is berth available at the terminal.</li> <li>- A ship that gives a short notice less than 7 days, for example 5 days, the vessel need to wait for a further 2 days to get a slot.</li> </ul> <p>ii. Update Notification (48 hours before ETA)</p> <ul style="list-style-type: none"> <li>- The Shipping Line/Agent is allowed to update ETA 48 hours before vessel arrival. In addition, changes on the vessel ETA by an allowance of <math>\pm</math> 4 hrs also permitted to maintain the priority towards obtaining berth or window with the condition there is berth available at the terminal.</li> <li>- To firm ETA, all documentation should be cleared and vessel should be ready to work, 24 hours before ETA, in order to secure berth.</li> </ul>
2.	Berthing	<p>i. Berthing Prospect</p> <ul style="list-style-type: none"> <li>- Berthing prospect will be based on First Come First Serve basis.</li> <li>- Terminal have all the rights to decide the berthing based on: <ul style="list-style-type: none"> <li>• <b>Notification</b></li> <li>• <b>Port stay + Fast Moving Cargo</b></li> <li>• <b>Priority Lines</b></li> <li>• <b>Space / Berth Availability</b></li> <li>• <b>Cargo readiness (80% of cargo ready for loading).</b></li> </ul> </li> </ul>

		<ul style="list-style-type: none"> <li>- In the event two priority vessels advised ETA is the same, berth will be allocated for the first vessel that arrives at the Pilot Station. However, if the both vessels arrived at the same time at the Pilot Station, the terminal has the rights to decide based on the above criteria.</li> <li>- Priority given to Grain client if 2 vessels of grain and non-grain client comes within a 24 hours gap.</li> <li>- In the event that there are more than 1 vessel for grain and non-grain clients waiting, we shall berth them alternately.</li> <li>- Berth Planning Department will plan the best based on berthing criteria &amp; policies, and Terminal reserves the right to make changes to berth plan at any given time.</li> <li>- Berth line-up will be send out to all customer (agents / lines) on daily basis</li> <li>- Prospect will be based on decision that made during Pre Arrival meeting.</li> <li>- Berth Planner will give suggestion towards better prospect (if any) trough mails. However, as for Northport, in any situation that the vessel requires to berth at Southpoint instead of North Port (first allocation), the shipping agent shall inform their forwarding agents to obtain appropriate cargo documentation approvals from Customs.</li> </ul> <p>ii. Berth Occupancy – Idling and Non Performing Vessels</p> <ul style="list-style-type: none"> <li>- Shifting of idling or non performing vessel will be decided by Conventional Operation upon issuance of a notice (2 hours upon completion of vessel) to the Officer in charge of such vessel.</li> <li>- Any vessel found idling in wharf for 8 hours or more, will be shifted out to accommodate incoming vessel. This is to ensure better utilization of wharf and better planning.</li> <li>- All the cost incurred due to shifting of idling or non performing vessel shall be paid by the respective agent of the vessel.</li> <li>- Port Stay determine by FPS calculation and decision made during Pre Arrival Meeting.</li> </ul>
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