




COMPANY PROFILE



 www.inchcapebd.com

 +88 (031) 2851754

 ops@inchcapebd.com



CONTENT

| | PAGE NO. |
|--------------------------------------|----------|
| INTRODUCTION | 2 |
| SHIPPING AGENTS | 3 |
| OUR MISSIONS | 5 |
| AGENCY DIVISION SERVICES | 6 |
| PORT TARIFF | 7 |
| AGENCY COMMISSION | 8 |
| CHITTAGONG PORT POSITION | 9 |
| LOCATION & DESCRIPTION | 10 |
| ANCHORAGE | 12 |
| NAVIGATION AIDS TO GUIDE SHIPS | 13 |
| BERTH | 14 |
| PORT RESTRICTION | 16 |
| FOR MASTER ANCHORING | 17 |
| BERTH ALLOCATION | 18 |
| DECLARATION OF 48-72HRS. VESSELS | 22 |
| IMPORT CARGO DISCHARGING PERFORMANCE | 23 |
| VESSEL ARRIVAL REQUIRE DOCUMENTS | 25 |
| VESSEL DOCUMENTS ORIGINAL | 26 |
| ISPS CODE IMPLEMENTATION | 27 |
| CONTACT DETAILS FOR ISPS SECURITY | 28 |
| DETAILS OF CHIEF EXECUTIVE OFFICER | 29 |
| HYDROGRAPHICAL DATA | 29 |
| SISTER CONCERN OF INCHCAPE GROUP | 30 |

INTRODUCTION

Inchcape Shipping Lines Limited is an International Shipping mainly active in the tramp agency business, handling all kind of Bulk, Break Bulk, RO-RO, Container, Liquid, Defense, UN Cargo, Project Cargo, Heavy Lift Cargo Vessel, Goodwill Vessel, & Demo Vessels.

Our longtime experienced operators are able to keep your cost down to the minimum and to protect your interest to the maximum.

We provide you a 24 hours a day, 7 days a week service for ships agencies.

Ships Agencies Services

- Charterer's Agents
- Owner's Agents
- Crew Manning
- Logistics Service (Road & River)
- Customs Clearing
- Bunkering
- Repairs and Spare Parts Suppliers
- Indenting (Import & Export Cargo)
- Inspections and Surveys
- CTM Delivery

We aim to achieve this by establishing close long term relationships with our Customers and Principals, enabling us to anticipate and cater for their needs, and whenever possible, to exceed their expectations.

SHIPPING AGENTS

HEAD OFFICE **Inchcape Shipping Lines Limited**

Ma Tower, 1st Floor, Highway Society
24 M.M Ali Road, Lalkhan Bazar
Khulshi, Chittagong-4100
Bangladesh.

Phone : +88-031-2851754
Fax : +88-031-2851753
E-mail : ops@inchcapebd.com
Web : www.inchcapebd.com

CONTACT PERSONS

Chairman

Yesar Ahmed Khan (Tanim)

Mobile : +8801713000081
E-mail : chairman@inchcapebd.com

Managing Director

Mohammad Shazzadur Rahman

Mobile : +8801755627550
+8801842815159
E-mail : shazzad@inchcapebd.com

Director - Operation

Mohammad Reaz Uddin Khan

Mobile : +8801711117801
E-mail : reaz@inchcapebd.com

Director – Sales & Marketing

Mohammad Musleuddin Chowdhury

Mobile : +8801782388856
E-mail : musleuddin@inchcapebd.com

Director – Admin, Accounts & Finance

Kazi Mohammad Nazmul Huda

Mobile : +8801711668705
+8801942498141
E-mail : nazmul@inchcapebd.com

SHIPPING AGENTS

DHAKA OFFICE Inchcape Shipping Lines Limited

Flat A5, House No. 526, Lane 10
DOHS, Baridhara, Dhaka
Bangladesh.

Phone : +88-02-8413957

Fax : +88-02-8510693

E-mail : chairman@inchcapebd.com

CONTACT PERSONS

Mohammad Shazzadur Rahman

Mobile : +8801755627550

+8801842815159

E-mail : shazzad@inchcapebd.com

Mohammad Reaz Uddin Khan

Mobile : +8801711117801

E-mail : reaz@inchcapebd.com



OUR MISSIONS



COMPANY PROFILE

Port Agency is the key factor of our business. Agency services are gradually developed keeping its steady improvement from year to year. Coming from our perfect relations with ports, Customs, immigrations and other related authorities, we can offer and guaranty excellent service to any ships owner and vessel with reasonable price. We have highly skilled staff with experience in the agency business. Also we are aiming to serve the vessels with all kinds of supply/ repair/ technical services as quick as possible.

Inchcape – Bangladesh offers full range shipping and port services. Inchcape on behalf of liner companies or tramp ship operators, to represent their interests in facilitating ship arrival, clearance, loading, unloading, and fee payment in all Bangladesh Ports.

Inchcape provides services to Bangladesh and foreign cargo vessels irrespective of their operations: handling tankers, bulker, general cargo and tramp vessels.

Our experienced and competent staff is at your service 24 hours a day, all year around.

WE HAVE HIGHLY SKILLED STAFF WITH BIG EXPERIENCE IN THE AGENCY BUSINESS. ALSO WE ARE AIMING TO SERVE THE VESSELS WITH ALL KINDS OF SUPPLY/ REPAIR/ TECHNICAL SERVICES AS QUICK AS POSSIBLE.

AGENCY DIVISION SERVICES

- Ships Agency
- Feeder Operation
- NVOCC
- Berth Reservations
- Customs Clearing and Forwarding
- International Freight Forwarding
- Crew Services including Crew Joining, Repatriation, Medical, Airport Meeting, Transportation and Airport VISA Arrangements etc.
- Logistics Service in river and road
- Bunkers Supply
- Fresh Water Supply
- Clearance & Delivery of Ship's spares, Stores in arriving in transit at Dhaka / Chittagong
- All kind of Ship and Cargo Survey including Underwater Inspections
- Ships Repair
- Supply and Delivery of Provisions and Stores
- And all services required by Master/ Owners

Please kindly note that our Disbursement account is based on government tariffs, which are compulsory for all the agents in Bangladesh Ports.

We do hope that you are able to give us a chance to prove our before mentioned statement and if you have any enquiries whatsoever, don't hesitate to contact us this enabling us to provide you the requested accordingly.

PORT TARIFF*

*As on date 1st January 2015, it can be subject to change without prior intimation

Dues and fees levied under the authority of ports act. 1908 (Act. XV of 1908)

PORT CHARGES

PORT BILL

| | |
|-----------------------|---|
| Port dues | : Per GRT x \$.0.241 per entry |
| Pilotage (Compulsory) | : 35.75 per 1000 GRT per entry (Minimum \$.357.50 per entry) |
| Berthing/ Unberthing | : \$.88.50 fixed per entry |
| VAT | : 15% only for berthing |
| Compulsory tug hire | : GRT 200 to 1000 \$.158 (per tug) GRT 1000 to 5000 \$.316 (per tug) GRT 5000 over \$.632 (per tug) |

JETTY BILLS

| | |
|------------------------|---|
| Berth hire | : Per GRT x 0.025 x per Hrs |
| Crane charge (non use) | : \$.20.10 Per Crane per Shift (Not applicable for Steel Cargo) |
| Crane charge (use) | : \$.42.00 Per Crane per Shift 3 shift in a day, per berth 3 crane |

CUSTOM CHARGES

| | |
|---------------------|--|
| Light dues | : \$0.060 per NRT |
| Custom's mot Bill | : per person \$5.50 per day |
| Watchmen (at Jetty) | : Per person \$10.00 per day (Normal day) |
| Watchmen | : Per Person \$20 per day (Holiday) (Excluding boat and Transportation) |

STEVEDORING

Depend on cargo nature, discharging point (Main berth, Outer anchorage)

AGENCY COMMISSION*

*As per Central Bank Regulations

OUR AGENCY COMMISSION

| | | |
|-----------------------------|---|------------------------------------|
| Vessel GRT 1000 to 5000 | : | \$1000 |
| Vessel GRT 5000 to 10000 | : | \$1500 |
| Vessel GRT 10000 to 15000 | : | \$2000 |
| Vessel GRT 15000 to 25000 | : | \$2500 |
| Vessel GRT 25000 to over | : | \$3000 |
| Local tax on Agency Fee | : | 15% VAT |
| | : | 5% Source Tax |
| Owners Protecting Agent Fee | : | USD1000.00 plus Govt. VAT & Tax |

Only for Export loader vessel must be paid to freight tax 04% or 08% on total freight value.
 Except national flag vessel which depend on country who will collect the freight

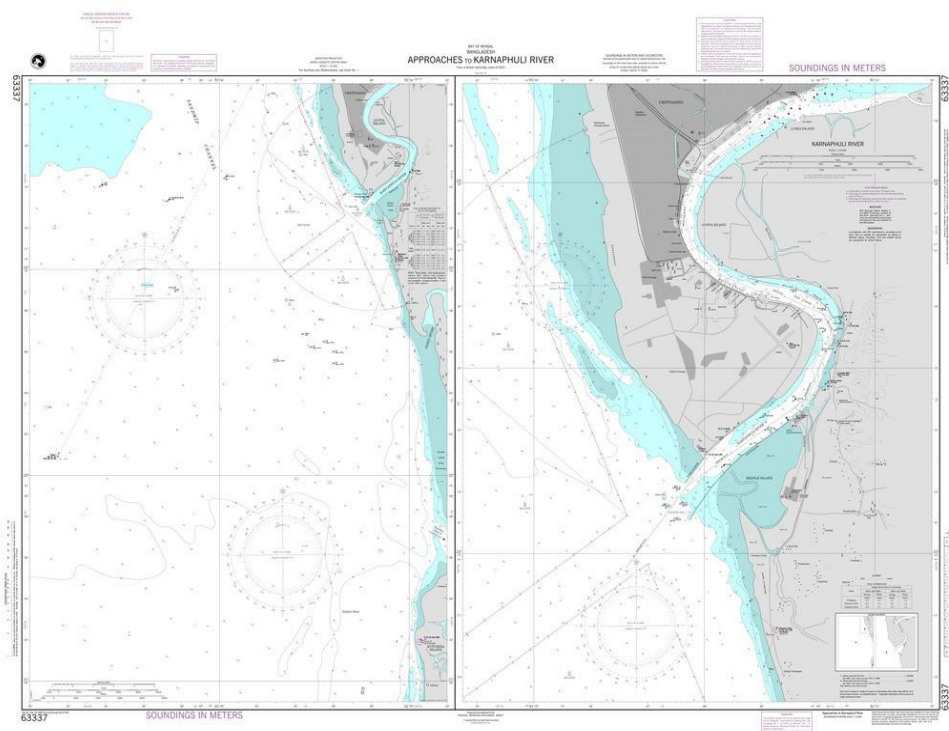


CHITTAGONG PORT POSITION

Please note Chittagong Port Position for your kind record

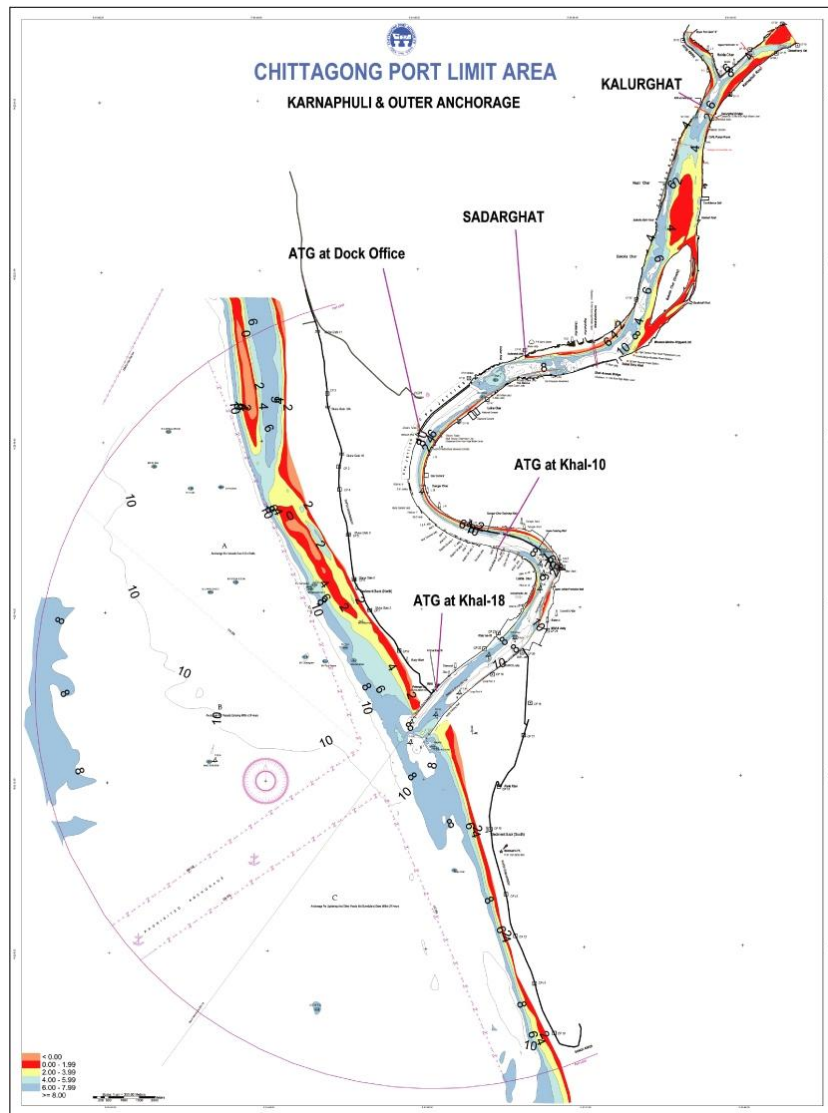
| | |
|--------------------------|----------------------------------|
| Country | : Bangladesh |
| Sea Port | : Chittagong |
| Location | : Latitudes: 22/18' 45" N |
| | Longitudes: 91/46' 30" E |
| | Bay of Bangal |
| | Chart: 63337 |
| | Harbour Type: RN (River Natural) |
| Pilot Station | : LAT 22 DEG 11.9 MIN N |
| | LONG 091 DEG 47 MIN E |
| Arrival / Departure ship | : Line drawing 22 deg 06.0 min N |
| | from land towards sea, vessel |
| | crossing line will be treated |
| | arrived ship (North Bound) and |
| | departed ship (South Bound) at |
| | ⌋ |

COMPANY PROFILE



LOCATION & DESCRIPTION

The port of Chittagong is the principle port of the People's Republic of Bangladesh. It is situated on the right bank of the river Karnafuly at a distance of 9 nautical miles from the shore line of the Bay of Bengal. River Karnafuly rising in the Lushai Hills and falls in the Bay of Bengal after taking a winding course of about 120 nautical miles through the district of Chittagong Hills Tracts and Chittagong.



SEAWARD PORT LIMIT

With Patenga Beacon as centre if an arc is drawn seaward with a radius of 7½ nautical Miles till it interface the coast line at positions:

Lat 22° 18' 45"N, Long 91° 46' 30" E in the north and Lat 22° 08' 13" N. Long 91° 50' 00" E in the South, the area enclosed within the extremities in the arc will form the seaward limit of the port of Chittagong.

UPPER PORT LIMITS

1] A line drawn with a masonry pillar situated 1.3 nautical miles upwards of the Kalurghat railway bridge on the left bank of Karnafuli river in the village Kadurkhil & other situated on the right bank of Halda river in the village Guzara-Noapara.

2] A line drawn cross the Halda river from a masonry pillar situated on the left bank of the river & other situated 0.22 nautical mile upwards in the village Guzara-Noapara on the right bank of Karnafuli river in the village Mohora.

These limits include so much of the area and of the river Karnafuli and the river Halda and the area that lie within 137.162 Metre of high water Mark at ordinary spring tide and docks, wharves, quays, stages, jetties, piers warehouses, sheds, railway lines and yards within the limit of the bounded area and such other area outside it as included in the Schedule iii of the Chittagong Port Act.

The seaward approach to the Port of Chittagong may be considered to be northwards of the 18.28m contour in latitude 22° 24" North and longitude 91° 30" East. The distance to the pilot ground from the south patches shoal being 46 nautical miles on direct course.

The port has the following recommended Anchorage Grounds.

ANCHORAGE

ANCHORAGE "A" is formed by extending 2 (Two) lines up to port limit, one (1st) having bearing 337°45' ~ and the other (2nd) 310° 30' from the point having lat 22° 12' 30" N and long 91°47' 00" E.

ANCHORAGE "B" is formed in between 4th and 5th line having bearing 234° extended up to port limit from the previous point.

ANCHORAGE "C" is between 4th and 5th line having bearing 234° & 157° respectively, extended up to Port limit from a point of lat 22° 12'00" N and long 91° 47'12" E.

PROHIBITED ANCHORAGE

The space between 3rd and 4th lines is prohibited anchorage.

"A" Anchorage is for vessels over 9.2m draught 11.50 meters (Rainy Season) and 10.50 meters (winter season)

"B" Anchorage is for vessels entering the port within 24 hours.

"C" Anchorage is for vessels lightering and other vessels not scheduled to enter the port within 24 hours.



NAVIGATION AIDS TO GUIDE SHIPS

The following Navigation Aids guide ships to approach the Port of Chittagong.

ST. MARTIN'S ISLAND LIGHT HOUSE

Lat 20° 37' 52" N

Long 92° 19' 24" E

Flash Group (2) every 30 seconds; Visibility 17 Nautical Miles.

COX'S BAZAR LIGHT HOUSE

Lat 21° 26' 00" N

Long 91° 58' 30" E

Single flash every 15 seconds; Visibility 21-5 Nautical Miles.

KUTUBDIA LIGHT HOUSE (NEW)

Lat 21° 52' 18" N

Long 91° 50' 36" E

Flash Group (3) every 10 seconds; Visibility 17 Nautical Miles.

NORMAN'S POINT LIGHT HOUSE (NEW)

Lat 22° 10' 39" N

Long 91° 49' 30" E

Flash white every 10 seconds; Visibility 17 Nautical Miles.

PATENGA LIGHT HOUSE

Lat 22° 13' 34" N

Long 91° 48' 15" E

Flash Red every 10 seconds; Visibility 13 Nautical Miles.

NOTE: Principal Officer, Mercantile Marine Department, Ministry of Shipping, Government of the People's Republic of Bangladesh is responsible for maintenance and operation of St. Martin's, Cox's Bazar and Kutubdia Light House.

REFERENCE

- (a) Admiralty Chart No. 84" Approaches to the "Karnafuli River" Bay of Bengal Folio"
- (b) Admiralty Chart No. 859 "Elephant point to Matla River": Bay of Bengal Folio.
- (c) Bay of Bengal Pilot.

VHF (R/T) Watch is maintained in the Chittagong Port Administrative Building, round the clock and the same can be contacted any time during day or night Channel-12 Frequency 156.6 MHZ, Channel-16 Frequency 156.8 MHZ watch on 2182 KHZ is also maintained simultaneously.

BERTH

MAIN JETTY

12 Berths (6 General Cargo Berths & 6 Container Berths)
 (Having 3 shore crane (Capacity 1.5 mt) and shed space)

CONTAINER BERTH 08 (CCT/1. CCT/2. CCT/3 & NCT-1 to 5)

OTHER MOORING BERTHS

CEMENT CLINKER JETTY (CCJ)

This Private Jetty for discharge Cement Clinker by Ships Crane with grab through storage for own factory. Vessels having length up to 161.00M with Maximum Draught 9.14 M and LOA from 161.00 M above & up to 170.00 meters with maximum draft 8.60 meters will be allowed to take berth at CCJ respectively subject to day's permissible draft.

GRAIN SILO JETTY (GSJ)

Ministry of Food controlling GSJ berth discharge for Govt. Cargo only for bulk wheat discharge by Grain Schulte Vessels having length up to 186.00M with maximum draught 9.50M. But if vessel having LOA more the 186.00 and up to 190 meters then vessel has to reduce 0.50 MTRS less then days permissible draft.

TSP JETTY

BCIC (Bangladesh chemical Industries Corporation) Controlling TSP Berth discharge for Rock Phosphate, Rock Sculpture and all kind of fertilizer in bulk with grab through own factory. Vessels having length up to 143.40M with draught 8.25M and vessels having LOA more than 143.40 M and 175.25M draught 7.90 M can be berthed at TSP.

RIVER MOORING 3

For Tanker vessel discharge Vegetable crude Oil by connecting hose pipe with 2 Custom Bonded shore tank terminal. Vessel length up to 182.90M draught 7.6M at RM/3.

DOJ - 4 (DOLPHIN OIL JETTY)

For Tanker vessel discharge Vegetable crude Oil by connecting hose pipe with 3 Custom Bonded shore tank terminal. Vessel length up to 160.00M draught 9.45M at DOJ-4.

DOJ - 5, 6 & 7 (DOLPHIN OIL JETTY)

For Tanker vessel discharge Fuel Oil, Lube Oil, by connecting hose pipe with Custom Bonded shore tank terminal. Vessel length up to 186.00M draught 9.50M But if vessel having LOA more the 186.00 and up to 190 mtrs then vessel has to reduce 0.50 MTRS less then days permissible draft.

DRY DOCK JETTY (DDJ-1 & DDJ-2)

For Repair berth and after repair vessel having total LOA 302M and having draught not more than 7.0M, Lifting capacity of Dry dock crane 40 mt SWL.

RIVER MOORING - 8

For Tanker vessel discharge Vegetable crude Oil by connecting hose pipe with 2 Custom Bonded shore tank terminal. Vessel length up to 186.00M draught 8.00M at RM/8.

RIVER MOORING 9 & 10

Idle berth for repairing and discharge by barge at over side. Vessel length up to 186.00M draught 6.00M at RM/9 & LOA up to 145.00M draught 7.5 M at RM/10.

KAFCO (AMMONIA & UREA) & CUFL JETTIES

For Loading Urea fertilizer and Ammonia Gas. Vessel LOA 186.00M and load up to 9.50M But if vessel having LOA more the 186.00 and up to 190 meters then vessel has to reduce 0.50 MTRS less then days permissible draft.



PORT RESTRICTION

- (a) The maximum permissible draft for entering and leaving Chittagong Port is 9.50 Meter.
- (b) The maximum permissible length for entering Chittagong Port is 190.00* Meter.
- (c) The maximum permissible entry length for night navigation is 165.00 Meter.
- (d) The maximum permissible draft for Main Jetty areas i.e. Jetty No. 2 to Jetty no. 13 is 8.55 Meter.
- (e) The entry permissible draft would however depend on the day's maximum permissible draft.

Please note that following conditions will be applicable to a vessel having LOA more than 186 meters and up to 190 meters prior her Berthing.

- i) The use of 2 (Two) tugs will be compulsory for berthing and un-berthing of those vessels;
- ii) The permissible draft in these case will be 0.50 meter less then day's permissible draft
- iii) 2 (two) Anchors & all bridge navigational equipment's e.g. Radar, Gyro Compass, Echo Sounder, Ship's Horn etc, must be in order before entering channel;
- iv) On behalf of ship's owner, Agent will submit an undertaking in Non-judicial stamp of Tk.300 (Three Hundred) as per CPA requirement. Wordings available from marine department of CPA)
- v) CPA reserves the right of increasing or decreasing the permissible draft depending upon the prevailing circumstances;

FOR MASTER ANCHORING AT CHITTAGONG ANCHORAGE

- (1) Anchor at a safe distance from other vessels at anchor.
- (2) If the under keel clearance is less than two meters there is a possibility that you will drag your anchor. This is more prominent during spring tides and during monsoons. The tide can be as strong as 6 to 7 knots per hour.
- (3) If you are lightering with other vessels alongside the chances of dragging anchor is even more.
- (4) As a precaution use more chains, keep your engine standby all the times and keep the nos. of lighter vessel alongside to minimum.
- (5) Keep a good anti theft lookout and employ watchmen onboard.
- (6) When maneuvering for anchoring or picking pilot never attempt to cross other vessel Bow at close range. Please remember the current here is very strong. You may ride on others cable.
- (7) Deep draught vessels lightering at Alpha anchorage shall shift to Bravo or Charlie when they attain required draughts to make room for safe anchoring of newly arrived deep draft vessels.
- (8) Complete reliance on ECDIS is discouraged. Cross check against up to date paper chart is advised.



BERTH ALLOCATION

ALLOCATION OF CPA JETTY BERTHS

1. Main Jetties (GCB) 2 to 13 12 berths
2. CCT- 1 to 3 & NCT 1 to 5 05 berths

Total: 17 berths

Types of vessels

Nos. of Berths

1. Food Vessel 02 Berths

1. A. 01 berth for Govt. Food vessel preferable with rail head & 01 berth for Private Food vessel.
1. B. In case of there being no offer of Govt. Food vessel Private Food will be given berth against the berth reserved for Govt. Food vessel is offered Private Food vessel shall vacate the berth in excess of 01 berth reserved for them on "LAST IN FIRST OUT" basis.
1. C. Similarly Govt. Food vessel may be given berth against the berth reserved for Private Food vessel and when Private Food vessel is offered Govt. food vessel shall vacate the berth in excess of the 02 berths reserved for them on "LAST IN FIRST OUT" basis.

2. GI/GL Vessel 02 Berths

2. A. Maximum 01 berths for GI/GL bagged cargo vessels having direct delivery cargo such as Copra, Maize, Peas, Soda Ash etc.
2. B. At least 01 berths for GI/GL vessels carrying non direct delivery cargo.
2. C. 01 berth exclusively for GI/GL vessel under conventional Liner Service.

Note:

1. The criteria of conventional Liner Service should as under
 - a. At least previous three months regularity of service on route to and from Chittagong and other specified Port.
 - b. Schedule of Port of call should be pre-published & advertised well in advance.
 - c. Freight rates should be stable.
 - d. Should carry cargo & packages of heterogeneous nature.

Note: 01 Bangladesh Flag vessel including BSC's will enjoy priority over others subject to the condition that in the event of both BSC & other national flag carrier vessels seeking berth simultaneously, BSC vessel will get priority over others.

3. Container vessels

14 Berths

(08 berths at CCT, NCT & 06 berths at GCB)

- 3. A. 02 berths are reserved for Bangladesh Flag vessels including BSC's which will, however, get priority over other flag vessels.
- 3. B. 09 berths will be given to all container vessels for common use on "FIRST COME FIRST SERVED BASIS"
- 3. C. 03 berth for Container Gear Less Vessel

Note: In case Flag vessels are not offered, common container vessels shall allotted those berths on "FIRST COME FIRST SERVED BASIS"

4. RORO/24 hrs/48 hrs/

01 Berth

72 hrs/ Reefer vessels: RORO vessel will get priority over all others in the category irrespective of the date of arrival provided they arrive at the outer anchorage at least one hour prior to the pilot boarding time. 24 hours vessel will enjoy the same facility after RORO vessel.

5. Perishable cargo vessels

01 Berth

This group includes cargo such as Salt, Sugar, Rape seeds, Mustard Seeds, Onion & other highly perishable cargo like wet dates etc.

6. Cement Clinker vessels

01 Berth

Handling of cement & fertilizer at CPA conventional berths should be discouraged. This type of cargo should be handled at river moorings, specialized berths or at outer anchorage.

7. The order of priority against vacant quota for these berths will be as follows

- 7.1 Food vessel: **01 berth**
- 7.2 Fertilizer: **01 berth**
- 7.3 Vessel under any other category on "FIRST COME FIRST SERVED" basis

8. The following Moorings will be utilized for the purpose indicated against each

8.1 RM-14 & 15

These 02 Mooring will be used for dry cargo vessels working over side. Cement & fertilizer vessel will however get priority over other cargo vessels.

8.2 DOJ-3, DOJ-4 & RM-8

These 03 Moorings will be used for handling of Edible Oil and any other liquid products for which shore tank facility is available.

8.3 DOJ-5, DOJ-6 & DOJ-7

These 03 Dolphin Oil Jetties will be used for handling of POL products or any other liquid product for which shore Tank facility is available.

8.4 RM-9

For Mooring BSC vessel under repair.

However, CPA reserves the right to utilize the said moorings suitably for any vessel including repair, idle or any other working vessel instead of the indication as shown against each. It is further clarified that at least one mooring from RM-4, RM-5 & RM-6 should be kept vacant always (only POL / Edible Oil vessel may for a short period occupy all 03 Moorings simultaneously).

Berthing Restriction General Cargo Vessel at NCT-3, 4 & 5

The NCT-3,4 & 5 berth are only designated for container vessels but CPA some time consider / allowing for general cargo vessel under following condition basis.

1. Consignee/Receiver has take to take direct delivery the cargo from vessel hook point due to there is no shed space.

2. NCT – 3 Vessel LOA 186.00M and draft up to 9.50M But if vessel having LOA more the 186.00 and up to 190 meters then vessel has to reduce 0.50 MTRS less then days permissible draft.

NCT-4 & 5 Vessel having LOA more than 170.00M and draft up to 186.00 meters will be berthed at NCT-4 & 5 with draft 0.30 meters less than day's permissible draft.

9. Allocation of berth at Grain Silo Jetty.

Allocation of this berth will be made by CPA or the Principal of "FIRST COME FIRST SERVED". However, vessels chartered by Food Department will be given preference over "Liner term" vessels.

10. Allocation of berth at other specialized berths.

Allocation of specialized berths such as CCJ, TSP Jetty, DOJ, CUFL Jetty, KAFCO(U), KAFCO(A) jetties will be made by CPA normally on "FIRST COME FIRST SERVED" basis for the vessels carrying cargo to and from the Terminals concerned. However, on special request from the concerned back-up terminal/ installation, particularly for export loading vessels normal turn may be set aside. When such berths are vacant CPA may place other vessels for over side working, repair work or for idling.

Vessel LOA & Draught: The vessel up to 167.65M in length and minimum speed with 10 Knots and with day's permissible draught but not exceeding 8.55M can be berthed at jetties 01 to 13. Vessels having length maximum of 186.00M with minimum speed 12 Knots may be berth at Jetties 1 10 13 and multipurpose berth.

SHIP MOVEMENT

Generally commence about 4/5 Hrs. before the day's high water.

NIGHT NAVIGATION

Vessel up to 165.00M length with draught, having less than 0.50M days permissible draught will be allowed to take berth at the jetties from jetty No. 01 to 13, CCT/1 to CCT/3, DDJ/1 & 2, CUFL & KAFCO only.

Vessel with Midship Bridge up to 165.00 Length & Vessels with Aft. Bridge up to 153.00M length having draught will be 0.3M less than the day's permissible draught will be allowed to sail out during night from Jetties 01 to 13, CCT/1 to CCT/3, DDJ/1 & 2, CUFL & KAFCO only.

Vessel with bridge on the Bow & vessels having containers on deck obstructing clear view forward; will not be handled during night.

Vessels up to 170.00M LOA with minimum speed 10 knots, vessels LOA exceeding 170.00M and to 190.00M with speed 12 knots may be berthed at jetties 2 to 13 permissible draught not exceeding 8.55 Meter

DECLARATION OF 48-72HRS. VESSELS

1. Shipping Agents can declare vessels under 48/72 hrs. quota if they carry cargo as indicated below:

| TYPE OF VESSELS | TYPE OF CARGO | TONNAGE |
|-----------------|--------------------------------------|------------|
| 48 hr. vessel | Mixed General Cargo | 800 Tons. |
| 48 hr. vessel | Iron materials including Steel Cargo | 3000 Tons. |
| 72 hr. vessel | Mixed General Cargo | 1200 Tons. |
| 72 hr. vessel | Iron materials including Steel Cargo | 5000 Tons. |

2. The declaration of vessels in the above categories up to the tonnage stated below against each category may be accepted by the DTM (Op.) considering various factors involved in the discharging operation of the vessel:

| TYPE OF VESSELS | TYPE OF CARGO | TONNAGE |
|-----------------|--------------------------------------|------------|
| 48 hr. vessel | Mixed General Cargo | 1200 Tons. |
| 48 hr. vessel | Iron materials including Steel Cargo | 5000 Tons. |
| 72 hr. vessel | Mixed General Cargo | 1800 Tons. |
| 72 hr. vessel | Iron materials including Steel Cargo | 7000 Tons. |

3. The declaration of any vessel in the above categories beyond the stated tonnage and also for vessels carrying other type of cargo may be accepted by Director (Traffic) if he is convinced that the vessels would be able to perform within the specified time.

4. On acceptance of such application made by the shipping Agent a vessel may be considered under 48/72 hrs. quota.

5. While declaring a vessel under 48/72 hrs. Quota the Shipping Agent must take into consideration all factors contribution to his performance and timely completion of cargo work.

6. In case the fails to complete cargo work within the assigned time without any valid reason CPA may impose penalty on the ship and the ship also may have to bear consequential loss of vessels which could not take berth due to non vacation of berth by the vessel at fault.

7. This issues with the approval of the competent Authority and will come into effect from 01.8.2000.

IMPORT CARGO DISCHARGING PERFORMANCE

AT MAIN BERTH

Cargo

Hot Rolled Coil (12-18 MTS/ Per Roll)

02 shift in a day (Day Shift 0800 hrs to 1600 hrs + 1600 hrs to 2000 hrs over time & Night shift 2000 hrs to 0400 hrs + 0400 hrs to 0800 hrs overtime) We achieve to discharge HR Coil per hook/shift about 1200 mts minimum subject to vessel crane, availability of shore transportation & weather conditions.

Steel Billets (03-05 mts/ per bundle)

02 shift in a day (Day Shift 0800 hrs to 1600 hrs + 1600 hrs to 2000 hrs over time & Night shift 2000 hrs to 0400 hrs + 0400 hrs to 0800 hrs overtime) We achieve to discharge Steel Billets per hook/ shift about 900 mts minimum subject to vessel crane, availability of shore transportation & weather conditions.

Steel coated pipe (0.5 - 1.5 mts/ per pcs)

02 shift in a day (Day shift 0800 hrs to 1600 hrs+ 1600 hrs to 2000 hrs over time & Night shift 2000 hrs to 0400 hrs + 0400 hrs to 0800 hrs overtime) We achieve to discharge Steel coated pipe per hook/ shift about 700 mts minimum subject to vessel crane, availability of shore transportation & weather conditions.

Cement Clinker (Bulk)

03 shift in a day ("A" Shift 0800 hrs to 1600 hrs. "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) we achieve to discharge Cement Clinker per hook/ shift about 450mts minimum, discharge by 05mts grab subject to vessel crane, availability of shore transportation / lighter barge & weather conditions.

Fertilizer in Bags

03 Shifts in a day ("A" Shift 0800 hrs to 1600 hrs, "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) We achieve to discharge Fertilizer in bags per hook/ shift about 350mts minimum subject to vessel crane, availability of shore transportation / lighter barge & weather conditions.

Wheat (bulk to bags)

03 shifts in a day ("A" Shift 0800 hrs to 1600 hrs, "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) We achieve to discharge Wheat in bags per hook/ shift about 250 mts minimum subject to vessel crane, availability of shore transportation / lighter barge & weather conditions.

Soda Ash in bags

03 shifts in a day ("A" Shift 0800 hrs to 1600 hrs, "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) We achieve to discharge Soda Ash in bags per hook/ shift about 250 mts minimum subject to vessel crane, availability of shore transportation & weather conditions.

Maize, Peas, Rape Seeds (bulk to bags)

03 shifts in a day ("A" Shift 0800 hrs to 1600 hrs, "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) We achieve to discharge above item in bags per hook/ shift about 250 mts minimum subject to vessel crane, availability of shore transportation / lighter barge & weather conditions.

Sugar in bags

03 shifts in a day ("A" Shift 0800 hrs to 1600 hrs, "B" Shift 1600 hrs to 2400 hrs "C" shift 0000 hrs to 0800 hrs) We achieve to discharge Sugar in bags per hook/ shift about 250 mts minimum subject to vessel crane, availability of shore transportation / lighter barge & weather conditions.



VESSEL ARRIVAL REQUIRE DOCUMENTS

Upon arrival of the vessel, master prepare following documents for hand over to Agent:

1. Crew List -06 copies
2. Bond Store List -3 copies
3. Crew effect declaration -3 copies
4. Crew money/ ships money declaration -03 copies
5. Ships property -3 copies
6. Provision list -3 copies
7. Deck/ engine inventory -3 copies
8. Nil List -3 copies
9. Notice of Readiness
10. Cargo stowage plan



VESSEL DOCUMENTS ORIGINAL

Agent receives following original valid document for showing our local authority for obtaining Port clearance.

1. Last Port of Clearance,
2. Port of Registry,
3. Safety Construction certificate,
4. Safety Radio certificate, Form-R
5. Safety Equipment certificate, Form-E
6. Ship Station License/Mobile License,
7. Load Line certificate,
8. I.O.P.P., Form -A
9. Minimum Safe Manning Certificate,
10. SMC,
11. DOC,
12. Port State Control,
13. Cargo gear certificate,
14. ISSC,
15. CSR,
16. EPRIB,
17. International Air Pollution Certificate
18. International Sea ways Pollution Certificate
19. CLC (Bunker Certificate) For General cargo vessel
20. Cargo Safety Certificate for tanker vessel.
21. P&I and Insurance coverage certificate
22. Officer COC - As per safe manning certificate
23. COE/COR - against COC
24. Watch rating - As per safe manning certificate.

ISPS CODE IMPLEMENTATION

CPA has adopted ISPS Code well ahead of 1st July, 2004 Strict physical security being maintained as per Port Facility Security Plan approved by Designated Authority CPA is issued with Statement of Compliance of Port Facility Security certificate on 16th July, 2004 security information with vessel is exchanged by Port Control station before entering port limit Ships calling port of Chittagong are requested to pass information's furnished in the form printed below:

DECLARATION OF SECURITY

After the vessel has taken berth or vessel not entering port anchors within port limit, PESO and SSO signs Declaration of Security (DOS) if both part works with different security level DOC is a contract between PESO and SSO agreeing that both parties will carry out security duties towards access control, monitoring restricted area, cargo handling, ship stores, baggage check, cargo transport unit, searching vehicles having lawful business in ship etc. Security duties including adequate protective measures at different security Levels on above matters is clearly mentioned in the Port Facility Security Plan

DECLARATION OF SECURITY (Between Ship and Port Facility)

Name of ship _____

Port of registry _____

IMO Number _____

Name of port facility _____

Security Level of the ship _____

| ACTIVITIES | PORT FACILITY | SHIP |
|--|---------------|------|
| Mooring restricted areas to allow only authorized persons | | |
| Controlling access to port facility | | |
| Controlling access to ship | | |
| Monitoring of port facility including berthing areas and areas surrounding the ship | | |
| Monitoring of the ship including berthing areas and areas surrounding the ship | | |
| Handling of cargo | | |
| Delivery of ship's stores | | |
| Handling unaccompanied baggage Ensuring security communications between ship and port facility | | |
| Ensuring performance of all security duties | | |

Signed on behalf of port facility

Signed on behalf of ship

Name and contact details

Name and contact details

CONTACT DETAILS FOR ISPS SECURITY

Name and contact details of PFSSO:

Name : **Lt Com. M Nezam Uddin, (C), BN**
 Postal Address : Office of the Director (Security)
 Chittagong Port Authority
 Port Security Office, Saltgola Road
 Chittagong-4100, Bangladesh

 Telephone : 880-31-2517386, 2522200-29
 Ext. 2018
 AOH : 880-1733 2288266

 VHF Channel : CH-16/12
 Fax : 880-31-710593
 E-mail : pfso@cpa.gov.bd
 Port ID No : 18889
 UN Location code : BDCGP
 Assigned Port Facility No : 0001 - 0012

Name and contact details of Alternate PFSSO:

Name : **Capt. Abu Sufian**
 Postal Address : Asst. Harbour Master
 Chittagong Port Authority
 2/13 Bandar Bhaban, Saltgola Road
 Chittagong-4100, Bangladesh

 Telephone : 880-31-724148, 812200-34 Ext. 2530

 AOH : 880-1711 2222830

 Fax : 880-31-710593

DETAILS OF CHIEF EXECUTIVE OFFICER

Name : **Rear Admiral Nizamuddin Ahmed**
(TAS), ndc, psc, BN

Postal Address : Chairman
Chittagong Port Authority
2/F Bandar Bhaban, Saltgola Road
Chittagong-4100, Bangladesh

Telephone : Office: 880-31-2522200 - 29 Ext. 3160

AOH : 880-31-712514, 812200-34 Ext. 2514

Mobile : 880-1711 307184, 01713124636

Fax : 880-31-2510889

E-mail : cmancpa@globalctg.net
secretary@cpa.gov.bd

Website : www.cpa.gov.bd

HYDROGRAPHICAL DATA

Depth at Jetty Berth ranges from 8m to 9.1m and at Moorings from 8.8m to 10.5m and above MAX. VELOCITY OF CURRENT OPPOSITE KHAL NO: 10 IS AS UNDER

Spring tides (S. W. Monsoon) 4.5 to 5.5 Knots.

Neap tides (S. W. Monsoon) 2.5 to 3.5 Knots.

Spring tide (Winter months) up to 3 Knots.

Neap tide (Winter months) up to 2 Knots.

Freshet Ebbs up to 8 Knots.

SISTER CONCERN OF INCHCAPE GROUP

- 1. INCHCAPE SHIPPING LINES LIMITED**
(Custom Clearing & Forwarding Agent)
- 2. CRYSTAL LOGISTICS SERVICE**
- 3. UNICORN FREIGHT SERVICES LIMITED**
- 4. UNICORN CORPORATION**
 - a) TWO CONTAINER VESSELS
 - b) OIL TANKER - 2 NOS WITH CAPACITY 2000 MT EACH
 - c) LIGHTER BARGE – 30 NOS
WITH CAPACITY 2000 TO 3000 MT EACH
 - d) LIGHTER CONTRACTOR, BUNKER BARGE & OIL TANKER
- 5. INCHCAPE SHIPPING LINES LIMITED**
(Import & Export)

Thanking you,

INCHCAPE SHIPPING LINES LIMITED
Chittagong, Bangladesh

INCHCAPE SHIPPING LINES LIMITED

HEAD OFFICE

Inchcape Shipping Lines Limited
Ma Tower, 1st Floor, Highway Society
24 M.M Ali Road, Lalkhan Bazar
Khulshi, Chittagong-4100
Bangladesh.

Phone : +88-031-2851754
Fax : +88-031-2851753
E-mail : ops@inchcapebd.com

DHAKA OFFICE

Inchcape Shipping Lines Limited
Flat A5, House No. 526, Lane 10
DOHS, Baridhara, Dhaka
Bangladesh.

Phone : +88-02-8413957
Fax : +88-02-8510693
E-mail : chairman@inchcapebd.com