

**POINT LISAS INDUSTRIAL PORT DEVELOPMENT
CORPORATION LIMITED**



PORT POINT LISAS TARIFF

GLOSSARY & NOTICES

EFFECTIVE JANUARY 01, 2011



Point Lisas Industrial Port Development Corporation Limited



Port Tariff

January 1, 2011

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GLOSSARY

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|------------------|---|
| Active Time | Time dedicated to handling of cargo <u>only</u> ; excludes time taken for stoppages, hatch cover moves, shifting of equipment, inclement weather conditions, changes in stowage plan and other similar activities |
| Agent | A representative who acts on behalf of other persons, vessel operators, shipping lines or other organizations within the shipping industry |
| Berth | the space allotted to a vessel at anchor or at a wharf |
| Berthing | The activity to bring or guide a ship to berth |
| Break Bulk Cargo | Non-containerized general cargo stored in boxes, bales, pallets or other units to be loaded onto or discharged from ships or other forms of transportation. Examples include iron, steel, machinery, linerboard and lumber. This cargo is generally lifted on or is shipped one piece or a bundle at a time |
| Bulk Cargo | Loose cargo (dry or liquid) that is loaded (shoveled, scooped, forked, mechanically conveyed or pumped) in volume directly into a ship's hold; e.g., flour, sugar and oil |
| Calendar Days | Days that run consecutively according to the Calendar regardless of public holidays and weekends therein |
| Cargo | Also called freight; goods and products transported by sea, land and air generally for commercial gain |
| CBM | Acronym for the volume unit measure – the Cubic Metre |
| Chassis | A piece of equipment specifically designed for the movement of containers by road to and from container terminal |
| Container | A box made of aluminum, steel or fiberglass used to transport cargo by ship, rail, truck or barge. Standard ISO containers vary in length – 20 feet, 40 feet and 45 feet. Conventional width of a container is 8 feet and may be 8 feet 6 inches (standard) or 9 feet 6 inches high (high cube). Variations include refrigerated containers (Reefers), flat racks, collapsible containers, tank containers (for liquids), rag tops. Containers are commonly called boxes. |



Glossary (Cont'd)

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| Cost + X% | Aggregate of operating and/or administrative costs associated with a specified port operation plus a percentage mark up |
| Dangerous Cargo | Cargo deemed hazardous as defined by the International Maritime Dangerous Code (IMDC) |
| Drayage | Transport by truck for short distances; e.g. from wharf to warehouse |
| Dues, Fees & Charges | Dues, fees and charges shall be levied by Port Point Lisas for, and in respect of, the carriage, loading, discharge, storage, delivery of cargo or for the performance of any other service |
| Dunnage | Wood or other material used in stowing ship cargo to prevent its movement |
| FCL | Acronym for Full Container Load and refers to a full container shipment |
| Free Storage Period | The period of time during which cargo may remain in a designated storage area without accruing storage rent |
| Gantry crane | Track-mounted, shore side crane utilized in the loading and unloading of break bulk cargo, containers and heavy lift cargo |
| General Cargo | Consists of both containerized and break bulk goods, in contrast to bulk cargo; fuel and ship stores loaded on or carried by a vessel for its own use is not general cargo |
| Gross Tonnage (GT) | the total volume of a vessel, expressed in units of 100 cubic feet (equal to 1 gross tonne), with certain open structures, deckhouses, tanks, etc., exempted |
| Heavy Lift Cargo | Cargo weighing in excess of 40 metric tonnes (MT), but not more than 50 MT, requires specialized lift equipment located either on board the vessel or on the shore to move the freight to and from the vessel; (1 tonne = 1,000kg) |
| IMO | International Maritime Organization - The IMO facilitates cooperation on technical matters affecting merchant shipping and traffic, including improved maritime safety and prevention of marine pollution. |
| ISO | International Standards Organization - a worldwide organization formed to promote development of standards to facilitate the international carriage and exchange of goods and services. It governs construction specifications for ISO containers. |



Glossary (Cont'd)

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| Land & Reload | The removal and replacement of containerized or break bulk cargo off a vessel to facilitate the off-loading or loading of other cargo |
| Launch Hire | Tugs provided by the National Energy Corporation (N.E.C.) to lines and agents for additional services to vessels; Payments are to be made directly to the N.E.C. (see also MUC and Towage, below) |
| LCL | The acronym for Less Than Container Load. It refers to a partial container load that is usually consolidated with other goods to fill a container |
| LOA | Acronym for Length Overall – the linear measurement of a vessel from bow to stern |
| LO/LO | Acronym for Lift On/ Lift Off which is a cargo handling technique involving transfer of commodities to and from the ship using shore cranes or ship's gear |
| Move | The activity to get general cargo from one location to another |
| MT | Acronym for Metric Tonne |
| Marine User Charge | Chargeable directly to lines and agents for use of berthing facility by the National Energy Corporation to which all payments are to be made directly (see Launch Hire and Towage) |
| Pallet | A low wooden, metal or plastic platform on which packaged cargo is placed then handled by a forklift |
| Port Charges | Marine and Cargo Handling charges applicable to a vessel calling at Port Point Lisas (The Port) or any other service carried out at the terminal |
| Productivity Rate | The rate of discharge/loading of both containers and general cargo as per agreement with Shipping Lines and Agents |
| R & D | Acronym for Receiving and Delivery of cargo otherwise referred as direct delivery |
| R S & D | Acronym for Receiving, Storing and Delivery for which cargo is regarded as a non-direct delivery |



Glossary (Cont'd)

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| Reefer | A container with refrigeration for transporting frozen foods, cut flowers, etc. |
| Ro/Ro | Acronym for Roll On/Roll Off, a feature in ships where ramps can be lowered to the dock so forklifts and other vehicles can drive into the belly of the ship, rather than be lifted aboard; A ro/ro ship, like a container ship, has a quicker turnaround time |
| RTG | Acronym for Rubber-Tired Gantry – a traveling crane used for the movement and positioning of containers in a container field |
| Shifting | The movement of a container or break bulk cargo from hatch to hatch or within the same hatch on a vessel |
| Spreader | A device for lifting containers by their corner posts; the spreader bar on a container crane is telescopic to allow lifting various length containers |
| Stuffing | The process of packing a container with loose cargo prior to inland or ocean shipment |
| Stand-by | Labour charge for port gang(s) made available to service a vessel but delayed from so doing for reasons caused or decisions made by the line or its agent including late arrival of vessel, delay in cargo arrival and delay in the opening and closing of hatch covers. Stand-by charges will not be considered in the event of severe weather conditions or should operations be concluded in a single operational shift or on public holidays. A grace period of 30 minutes is normally extended to the line for delays by the port user. |
| Tandem Lift | The use of two cranes to discharge or load any single piece of cargo |
| Tariff | Schedule of The Port's rates and charges for services rendered; published rates are V.A.T. exclusive |
| TEU | Acronym for Twenty Foot Equivalent Unit - a unit of measurement equal to the space occupied by a standard twenty-foot container commonly used in calculating the capacity of a container vessel, a storage area or determining the volume of cargo operated at The Port (One 40 foot container is equal to two TEUs) |
| Terminal | The place where cargo is handled is called a terminal (or a wharf) |

Glossary (Cont'd)



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|---------------------|---|
| Tonne | Refers to one metric tonne equal to one thousand kilograms. In some parts of the tariff, it is abbreviated to MT for metric tonne. |
| Towage | Charge to vessel that requires Tug service provided by the National Energy Corporation (N.E.C.); all payments are to be made directly to N.E.C. |
| Trailer | The combined unit of a container upon a chassis (see chassis above) |
| Transshipment Cargo | Cargo unloaded at The Port or point where it is then reloaded, sometimes onto another mode of transportation, for transfer to a final destination |
| Unstuffing | Also known as Stripping; the process of removing cargo from a container |
| Vessel | A sea going boat or ship of any description but does not include a raft or float of timber |



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MARINE & CARGO HANDLING GENERAL NOTICES

Prepaid Marine Charges for Account of N. E. C.

Marine User charges (MUC), Towage and Launch Hire charges are payable directly to the National Energy Corporation of Trinidad & Tobago (N. E. C.) by local agents on behalf of their shipping lines. The principal payment is to be strictly maintained in the form of advance remittances on or before the stipulated 24-hour deadline prior to each vessel's arrival at Port Point Lisas.

Vessel Arrival Notification

Local agents of shipping lines shall notify PLIPDECO's Marine Department of the estimated time of arrival of each vessel at least one week prior to the vessel arrival date with subsequent updates at 72, 48 and 24 hour intervals before arrival.

Berthing Window

Shipping lines may negotiate for berthing windows but must be consistent in arriving in the agreed time slot to retain that specific time frame. The assigned berth and time for the berthing of any vessel that arrives outside the agreed berthing window will be the decision of the Terminal Operating Supervisor (TOS) in consideration of prevailing conditions, number of terminal users being serviced and available personnel.

Sole Liability

PLIPDECO will transact solely with the local agent representing the vessel berthed at the Port's Terminal for all services rendered to that vessel, including discharge, load and unstuffing/restuffing **on behalf of all manifested consignees.** PLIPDECO will invoice the local agent for all services with exception to charges pertaining to final delivery of cargo by consignees who must pay in full before release.

Documentation

Local shipping agents shall submit to the Terminal Operations Supervisor at least 24 hours in advance of the vessel's arrival, all documentation including stowage plans, bills of lading, manifests, dangerous cargo listing and discharge and load lists. Penalties are applicable for amendments to container status and late or inaccurate data submitted .

Advance Deposit – Marine & Cargo Handling

Local agents and their shipping lines are to strictly adhere to the deadline for the remittance of the advance deposit to PLIPDECO which is the minimum 24 hours prior to vessel arrival. The remittance will be for **100%** of the calculable value of the service to be rendered including consideration for any additional recurring activity demonstrated in past invoices. **PLIPDECO reserves the right to withhold service to any vessel should the advance payment not be received within the stipulated deadline or is short of the expected amount without mutual written agreement.**



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MARINE & CARGO HANDLING NOTICES (cont'd)

Tariff Rates & Charges

All rates and charges are stated and payable in United States currency, however, payment may also be made in Trinidad & Tobago Dollars converted at the selling rate quoted by PLIPDECO. The applicable conversion rate for vessel related invoices will be based on the vessel arrival date.

Value Added Tax (VAT)

VAT charged on local services will be 15%. The Board of Inland Revenue identifies specific shipping related activities that are as non-vattable (see Schedule 2 – items 10, 17 & 20 - of the VAT Act). Any local service transaction that is to be applied VAT will be clearly identified in PLIPDECO's invoice as the rates in the Tariff are all VAT exclusive.

Penalty Charge for Late Payment

PLIPDECO's invoices are to be honoured within seven (7) days of invoiced date. With effect from June 1, 2009, new and older outstanding monies owed to PLIPDECO by local agents, shipping lines and other customers shall incur a late penalty charge of 2% per month, or part thereof.

Cashier's Hours

The Port Cashier's office will be open for business from **7:00am to 6:00pm**, Monday to Friday, except public holidays. Business hours for the LCL Warehouse Cashier are **7:00am to 2:30pm**, Monday to Friday, except public holidays. Any seasonal change to the respective hours will be broadcast by normal channels to all port users.

Formal Methods of Payment

PLIPDECO will accept the following forms of payment:

- Cash
- Certified Cheque
- Wire Transfer
- Debit Card

Company cheques may be considered in special circumstances but only upon approval by the Finance Manager, Commercial Manager or higher authority.

Direct Remittances

All remittances are to be paid directly to the Port Cashier or LCL Warehouse Cashier during the stipulated business hours. No other PLIPDECO official is permitted to collect cheques or cash on behalf of the company without proper authorization from PLIPDECO's management.



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MARINE & CARGO HANDLING NOTICES (cont'd)

Request for Unstuffing

All approved letter requests for unstuffing at the port or LCL warehouse must be accompanied by an advance deposit. PLIPDECO will hold the agent solely liable for all unstuffing charges (see Sole Liability above).

Refund on Certified Cheques

In the instance when the value of a certified cheque remitted is greater than the invoice, cash may be refunded immediately for excess sums of TT\$300.00, or less, while a cheque refund would be issued within five (5) working days, in all other circumstances.

Customer Complaints and Claims

PLIPDECO will acknowledge and respond to written complaints and claims regarding its service to be submitted no later than twenty (20) calendar days after the transaction invoice date or the date of incident, whichever occurred later. Submissions may be addressed to:

The Manager, Marketing & Business Development
Point Lisas Industrial Port Development Corporation
PLIPDECO House
Orinoco Drive
Point Lisas Industrial Estate
P.O. Bag 191
Couva
TRINIDAD

Tariff Amendments

PLIPDECO reserves the right to make periodic changes to the tariff as needed to keep pace with the industry, economy, environment and other influential factors.

Notes to the Tariff

In addition to the Glossary provided in this document, the Port Tariff furnishes important notes alongside section titles and various rates for easy review, interpretation and clarity.