

After a call for action during a IHMA congress in 2006 by the shipping industry, the IHMA and the UKHO have been working hard to come up with a structure for port information.

## IHMA and UKHO PORT INFORMATION PROJECT:

### FUNCTIONAL DEFINITIONS FOR NAUTICAL PORT INFORMATION

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## Revision history

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<b>Version 5.3</b>	<b>January 2018</b>	<b>Further review by stakeholders. Addition of source listing</b>
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<b>Version 5.5</b>	<b>April 2019</b>	<b>Further comments received</b>

# INTRODUCTION

## Background

Since 2006, after a call for action by the shipping industry during a congress in Malta, the IHMA (International Harbour Masters Association) and UKHO (United Kingdom Hydrographic Office) have been working hard to come up with a defined structure and authoritative definitions for port information which can be distributed to both ports and vessels for the purpose of improving communications and port efficiency.

An initial project, AVANTI (Access to Validated, Nautical Information) and later PRONTO (Port Rendezvous Of Nautical and Terminal Operations), examined the needs of all stakeholders involved in vessel operations in ports and a website, designed to address those needs was produced. As an offshoot of that initial project the importance of consistent standards and definitions emerged which is the objective of this publication.

A high priority is placed on the ability for vessels and the various port agencies to communicate using clear and authoritative definitions for the various terms used daily in port operations. The definitions contained here are sourced from existing standards within the shipping industry. Only when no applicable definition could be found a new one was introduced and published via the glossary of the UKHO's Mariners Handbook (NP100), the publication available most frequently on the bridge of all SOLAS (UN Safety Of Life At Sea convention) vessels and in most offices of harbour masters globally.

Together with leading shipping lines, ports and hydrographic offices the following needs have been identified:

- The need for global, cross industry functional definitions. Many resources have been spent looking for existing definitions within the shipping industry and beyond (e.g. World Meteorological Office, International Standardisation Organisation))
- The need for global data definitions and formats to share data
- The need for an application that allows ports to manage their data using their local language and their own information database, but which also allows them to share data
- The need to address SOLAS compliance, Charter Party clauses, the business process of shipping, and the legal exposure of the port itself

The project was initiated by the following bodies:

- International Harbour Masters Association, European Harbour Master Committee
- United Kingdom Hydrographic Office
- Lloyds Marine Intelligence Unit
- The taskforce - Port Call Optimization (Shell, Maersk Line, MSC, CMA-CGM, Port of Gothenburg, Port of Singapore, Port of Houston, Port of Algeciras, Port of Busan, Port of Rotterdam)

The following standards bodies have been consulted to arrive at the definitions contained within this document.

- International Harbour Master Association, International Association of Marine Aids to Navigation and Lighthouse Authorities, United Kingdom Hydrographic Office, International Hydrographic Organisation, BIMCO , Oil Companies International Marine Forum, GS1, International Standardisation Organisation

The project is supported by:

- United Kingdom Protection and Indemnity Club (UK P&I)

[How this guide is organised:](#)

SECTIONS – this guide groups its definitions according to a vessel’s passage through a port. As the vessel moves within a port it passes through a number of discrete, mutually exclusive “sections” of the port, which are well defined areas of the port’s jurisdiction within which particular restrictions or rules may apply

The content of this guide reflects this journey by splitting the definitions into the following parts:

1. Definition of terms used during a vessel’s port call.
  - a. Section Type information dealing with the characterisation of individual port sections and terms defining them.
  - b. Vessel information – information regarding the actual vessel and its dimensions.
  - c. Definitions relating to depth information
  - d. Definitions relating to restrictions enforced within the port either from external conditions within the port or specific to vessel dimensions or manoeuvres
  - e. Provision of VTS (Vessel Traffic Services)
2. General Information about the port. This part defines minimum general information which should be available about each port.
3. Event information. This part defines terms and formats used for recording information within the port relevant to an individual vessel’s port call.

Each entry in this guide is formatted as per the example below:

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<a href="#">Summer Dead Weight Tonnage</a>	The weight, of cargo, stores, fuel, passengers and crew carried by a vessel when loaded to her maximum summer load line. <b>Units: Tonnes (1000kg) or Tons (2240lb)</b>
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The term being defined is to the left of the page with the definition on the right. If units or format are required, then they are clearly indicated in the definition text.

[Location Identifiers:](#)



It is important that unique identifiers for real-world features are available and the project has engaged with the GS1 standardisation group (<http://www.gs1.org/gln>) to promote the use of Global Location Numbers (GLN) for the identification of features defined within this publication. The aim is that as ports define their facilities within the parameters of the standards defined within this publication they will use GLN numbers to assign a unique identifier to each location which will remain in place at all times.

## INDIVIDUAL PORT SECTIONS

This part of the guide contains definitions which relate to particular “sections” of a port in terms of the vessel’s passage through them. The definitions cover routeing and traffic measures in port approaches as well as natural and man-made features relevant to safe navigation. Each term defined here will be linked to a single “section” within the port’s jurisdiction.

<b>Port</b>	Any port, terminal, offshore terminal, ship and repair yard or roadstead which is normally used for the loading, unloading, repair and anchoring of ships, or any other place at which a ship can call. The word also embraces, geographically, the city or borough which serves shipping interests.
<b>Roads</b>	An open anchorage which may, or may not, be protected by shoals or reefs affording less protection than a harbour. Sometimes found outside harbours
<b>Deep Water Route</b>	A route in a designated area, within defined limits, which has been accurately surveyed for clearance of sea bottom and submerged obstacles to a minimum indicated depth of water
<b>Traffic Separation Scheme</b>	A scheme which aims to reduce the risk of collision in congested and/or converging areas by separating traffic moving in opposite, or nearly opposite, directions
<b>Anchorage</b>	An area in which vessels anchor or may anchor
<b>Anchor berth</b>	A designated area of water where a single vessel may anchor
<b>Precautionary area</b>	A routeing measure comprising an area within defined limits where ships must navigate with particular caution and within which the direction of traffic flow may be recommended
<b>Pilot Boarding Place</b>	At sea, the meeting place to which the pilot comes out
<b>Pilot Station</b>	Ashore, a lookout station keeping visual watch, or an office or headquarters of pilots; the place where the services of a pilot may be obtained
<b>Fairway</b>	Sometimes called Ship Channel. The main navigable channel in the approaches to, or within, a river or harbour
<b>Basin</b>	A sheltered body of water available for port operations connecting either with the sea, with an outer port or with another basin
<b>Turning basin</b>	An area of water or enlargement of a channel in a port, where vessels are enabled to turn, and which is kept clear of obstructions such as buoys for that purpose
<b>Berth</b>	A named or numbered place where a vessel can moor or anchor (e.g. a wharf, quay, jetty, mooring buoy, or berthing dolphins)

<b>Berth pocket</b>	Body of water at the berth or anchor berth with sufficient footprint to allow the vessel to make fast to the shore or mooring buoys or to anchor
<b>Berthing Position</b>	The actual position where a vessel is moored or anchored. E.g. at a wharf or quay, the bollard number at fore and aft of the vessel, at a jetty, the manifold position
<b>Berth status</b>	The status of an individual berth, e.g. operational, under construction
<b>Bridge</b>	A structure erected over a depression or an obstacle such as a body of water, railroad, etc. to provide a roadway for vehicles, pedestrians or to carry utility service(s)
<b>Lock</b>	An enclosure at the entrance to a tidal basin, or canal, with caissons or gates at each end by means of which ships are passed from one water level to another without materially altering the higher level
<b>Barrier</b>	An obstruction, usually artificial, in a river
<b>Sea Buoy</b>	The outermost buoy marking the entrance to a channel or harbour.

## VESSEL INFORMATION

This set of definitions cover elements of the vessel itself, its dimensions and other statistics.

<b>IMO number</b>	A number assigned to sea-going merchant vessels under the International Convention for the Safety of Life at Sea (SOLAS). These are assigned by IHS Fairplay to individual vessels. Format: The characters “IMO” followed by a unique seven-digit number, e.g. “IMO 9227338”
<b>Vessel Type</b>	The purpose of the vessel. A comprehensive list of unique vessel types taken from the IHS Fairplay’s comprehensive “statcode” system is reproduced in Appendix B
<b>Length Overall (LOA)</b>	The maximum length of a vessel's hull measured parallel to the waterline. Units: decimal metres
<b>Parallel Mid- Body (PMB)</b>	The measurement (length) at the water line of the flat side of the vessel. Units: decimal metres
<b>Estimated Minimum Parallel Mid-Body Alongside</b>	The estimated minimum PMB of the vessel during time alongside, including both arriving and departing the berth and while alongside the berth. Units: decimal metres
<b>Beam</b>	The beam of a ship is its width at the widest point as measured at the ship's nominal waterline. Units: decimal metres
<b>Draught</b>	The vertical distance from the bottom of the keel to the waterline (sometimes measured against a defined water density measured in kg/m <sup>3</sup> ). Units: decimal metres
<b>Air Draught</b>	The distance from the waterline to the highest point on a vessel. Units: decimal metres
<b>Displacement tonnage</b>	The weight of water displaced by a vessel and is equal to her weight and all that is in her. Units: Tonnes (1000kg) or Tons (2240lb)
<b>Arrival Displacement</b>	The displacement of the vessel on arrival at the berth
<b>Alongside</b>	When a vessel is not under way and is moored at a berth
<b>Maximum Displacement Alongside</b>	The maximum displacement of the vessel while alongside the berth
<b>(Summer) Deadweight Tonnage (DWT)</b>	The difference in tonnes between the displacement of a ship in water of a specific gravity of 1.025 (corresponding to average density of sea water) at the draught corresponding to the assigned summer freeboard and the light displacement (lightweight) of the ship. This can also be defined as the weight, of cargo, stores, fuel, passengers and crew carried by a vessel when loaded to her maximum summer load line. Units: Tonnes (1000kg) or Tons (2240lb)

<b>Gross tonnage (GT)</b>	Measured according to the law of the national authority with which a vessel is registered. This measurement is, broadly, the capacity in cubic feet of the spaces within the hull and of the enclosed spaces above the deck available for cargo, stores, passengers and crew, with certain exceptions, divided by 100. Units: Dimensionless
<b>Net tonnage (NT)</b>	Derived from gross tonnage by deducting spaces of the accommodation of crew, navigation, machinery and fuel. Unit: Dimensionless
<b>Vessel Direction</b>	The general direction of the vessel for which information applies. Text: one of: Inbound, Outbound, Alongside, Shifting, Upriver, Downriver
<b>Inbound</b>	Ship's physical movement from approach to (anchor) berth
<b>Outbound</b>	Ship's physical movement from (anchor) berth to its next destination
<b>Shifting</b>	Ship's physical movement from (anchor) berth to (anchor) berth
<b>Alongside</b>	Time from First Line Secured till Last Line Released
<b>Upriver or Upstream</b>	Toward the source of a stream or river.
<b>Downriver</b>	Toward the mouth of a stream or river
<b>(Vessel) Transit</b>	Passing through a port without calling at a berth
<b>Turning</b>	Swinging the ship over port or starboard bow

## DEPTH INFORMATION

This part of the guide defines terms relevant to the measurement of depth within individual port sections.

<b>Sounding Datum / Chart Datum</b>	The vertical datum to which soundings, maintained depths and drying heights on a chart are referred. It is usually taken to correspond to a low water stage of the tide Units: Named datum
<b>Maintained Depth</b>	The depth at which a channel is kept by human influence, usually by dredging. Units: decimal metres with reference to a specific Sounding Datum
<b>Sounding</b>	Measured or charted depth of water or the measurement of such a depth. Units: decimal metres with reference to a specific Sounding Datum
<b>Sounding Minimum</b>	The minimum (shoalest) value of a depth range. Units: decimal metres with reference to a specific Sounding Datum
<b>Sounding Maximum</b>	The maximum (deepest) value of a depth range. Units: decimal metres with reference to a specific Sounding Datum
<b>Height of tide</b>	Units: The vertical distance between the chart datum to the level of the water at a particular time. Units: decimal metres with reference to a specific Sounding Datum
<b>Tidal Prediction</b>	A prediction of the vertical change in water level and/or the horizontal flow of tidal streams at a particular time in a specific location. Normally a prediction of astronomical tidal effects only. Units: decimal metres with reference to a specific Sounding Datum
<b>Astronomical Tide</b>	A change in water level caused by the attraction of the sun , moon and planets
<b>Environmental Tide</b>	A change in water level caused by local meteorological conditions
<b>Residual Tide</b>	A correction to astronomical tide to account for local weather condition and river flow
<b>High Water / High Tide</b>	The highest level reached at a place by the water surface in one oscillation. Units: decimal metres with reference to a specific Sounding Datum
<b>Low Water / Low Tide</b>	The lowest level reached at a place by the water surface in one oscillation. Units: decimal metres with reference to a specific Sounding Datum
<b>Water Density</b>	Density is equivalent to specific gravity and represents the ratio, at atmospheric pressure, of the weight of a given

	volume of sea water to that of an equal volume of distilled water at 4 degrees Celsius. Units: kg/m <sup>3</sup>
<b>Minimum Water density</b>	The minimum water density value within a particular area. Units: kg/m <sup>3</sup>
<b>Nature of Bottom</b>	The feature of the bottom including the material of which it is composed and its physical characteristics. Formatted according to International Chart 1, BA Chart 5011 e.g. Sand, Mud, Clay, Silt, Stones, Gravel, Pebbles, Cobbles, Rock, Boulder, Coral
<b>Dredged area</b>	An area of the bottom of a body of water which has been deepened by dredging
<b>Dredging regime</b>	The strategy adopted in a dredged area to ensure that the actual depth within the area is never less than a specific depth
<b>Overdredge</b>	An additional depth margin provided by a dredging operation to ensure that the depth at a specific location is never less than the pre-determined maintained depth over the interval between programmed dredging operations Units: decimal metres

**Observed Depth**

**See image in NP100 edition 11 page 337**

## RESTRICTIONS

A restriction is a rule imposed by an authority on vessel operations due to some external factor. A restriction is normally applicable within a particular area, usually a named section of the port.

Restrictions are generally applied to vessels defined by their specific type, size, direction of travel and other factors.

Restrictions are broadly divided into those specific to a vessel's dimensions, related to conditions within the port (or port section) or those specific to a vessel's planned manoeuvring or berthing operations.

### RESTRICTIONS - Restrictions specific to vessel dimensions.

<b>Under Keel Clearance (UKC)</b>	The distance between the lowest point of the ship's hull, normally some point on the keel, and the sea bottom. Units: A defined value in decimal metres or a percentage of draught and/or beam
<b>UKC policy</b>	A restriction imposed by an authority on a vessel to ensure the depth below the keel meets an acceptable (usually minimum) single or range of values. Units: A defined value in decimal metres or percentage of draught and/or beam
<b>Dynamic UKC</b>	The change in draught of a vessel due to vessel motion and manoeuvring in the water. Determined using real time measurement of tides and waves together with modelled vessel motions (pitch, roll, yaw, heave, sway). Also includes squat. Units: A defined value in decimal metres or a percentage of draught and/or beam
<b>Allowance</b>	A component of a vessel's overall UKC value due to a specific named factor
<b>Under Keel Allowance</b>	The estimated minimum UKC in a given area. Units: Units: A defined value in decimal metres or percentage of draught and/or beam
<b>Motions Allowance</b>	A component of UKC allowance to account for the combined effect of vessel motion on the draught of the vessel. Units: A defined value in decimal metres or percentage of draught and/or beam
<b>Fresh Water Allowance</b>	The change in draught of a vessel due to the difference between salt and fresh water
<b>Maximum draught without over the tide operations</b>	Maximum draught without utilizing tidal operations. Units: decimal metres to a defined water density measured in kg/m <sup>3</sup>



<b>Maximum draught with over the tide operations</b>	Maximum draught utilising tidal changes to discharge or load cargo before a low tide level is reached, thus maintaining the vessel “always afloat”. Units: decimal metres, to a defined water density measured in kg/m <sup>3</sup>
<b>Maximum length</b>	Maximum permitted length overall (LOA). Units: decimal metres
<b>Minimum Alongside</b>	<b>Parallel</b> <b>Mid-Body</b>
	The minimum PMB requirement for the berth during time alongside, including both arriving and departing the berth. Units: decimal metres
<b>Maximum beam</b>	Maximum permitted beam. Units: decimal metres
<b>Maximum air draught</b>	Maximum permitted air draught. Units: decimal metres
<b>Maximum tonnage</b>	Maximum tonnage, specified with reference to a particular tonnage type. Units: Tonnes (1000kg) or Tons (2240lb)
<b>Safe Overhead Clearance</b>	The height above a given vertical datum at which the highest points of a ship can pass under an overhead power cable without risk of electrical discharge from the cable to the ship or without making contact with a bridge. Units: decimal metres.
<b>Height of quay / jetty</b>	The height above a given vertical datum of quay or jetty. Units: decimal metres
<b>Maximum Arrival Displacement</b>	The maximum displacement of the vessel on arrival at the berth. Units: Tonnes (1000kg) or Tons (2240lb)
<b>Maximum Displacement Alongside</b>	The maximum displacement of the vessel whilst alongside the berth. Units: Tonnes (1000kg) or Tons (2240lb)

## RESTRICTIONS - Restrictions related to external conditions.

<b>Vertical tide restriction</b>	Restriction due to the height of tide. Referred to tidal information at location. Tidal Window can be in hours before or after High (or Low) water of reference station. Decimal hours are used for description of tidal window. Decimal metres are used for description of tidal height
<b>Horizontal tide restriction</b>	Restriction due to the tidal stream at any point. Referred to tidal information at location. Tidal Window can be in hours before or after High (or Low) water of reference station. Decimal knots are used for description of tidal stream rate and degrees for tidal stream direction if specified
<b>Wind restriction</b>	Restriction due to the strength of wind at any point. Referred to wind information at location. Wind speed: metres per second; wind direction: clockwise from quadrant to quadrant, 2 points accuracy. (e.g. NNE to ENE)
<b>Visibility restriction</b>	Restriction due to the visibility. Referred to visibility information at location. Units: metres
<b>Ice restriction</b>	Period of the year in which the port may be affected by ice and restrictions may be put in place. Format: Start and End date of restriction
<b>Sea State restriction, i.e. swell.</b>	A restriction imposed because of exceptional sea state conditions. Units: decimal metres (swell), significant wave/swell height (metres) or significant wave/swell period (seconds)
<b>Extra measures</b>	Any extra measures necessary for the safe handling of the vessel under the conditions specified in other restrictions

**RESTRICTIONS - Related to vessel manoeuvring and berthing.**

The following section defines categories of restrictions which are related to an individual vessel's manoeuvring or berthing operations.

<b>Speed restriction</b>	Restriction due to vessel speed. Knots (Nautical miles per hour) specified as over ground or through the water
<b>Passing restriction</b>	Local rules in addition to collision regulations which place restriction on how and where vessels may pass each other
<b>Mandatory tug use</b>	Tug(s) which a vessel must use within a port region under all conditions
<b>Berthing information</b>	Information on berthing from a port authority intended for safe mooring of a vessel
<b>Extra measures</b>	Any extra measures necessary for the safe handling of the vessel under the conditions specified in other restrictions

## VESSEL TRAFFIC SERVICE INFORMATION

A VTS (Vessel Traffic Services) is a service implemented by a Competent Authority, designed to improve the safety and efficiency of vessel traffic and to protect the environment.

The definitions within this part of the guide are normally applied per port section. Unless otherwise stated all definitions are specified as free text.

<b>VTS Area</b>	The delineated, formally declared service area of the VTS. A VTS area may be subdivided into sub-areas or sectors. A VTS Area may be divided into a number of sectors to ensure that the loading is within the capability of each VTS Operator to manage. This will depend on factors such as traffic density, traffic patterns, type(s) of service and surveillance requirements
<b>Vessel Traffic Service</b>	A service implemented by a Competent Authority, designed to improve the safety and efficiency of vessel traffic and to protect the environment. The service should have the capability to interact with the traffic and to respond to traffic situations developing in the VTS area
<b>Competent Authority</b>	The authority made responsible, in whole or in part, by a Government for safety, including environmental safety, and efficiency of vessel traffic and the protection of the environment
<b>VTS Authority</b>	The authority with responsibility for the management, operation and co-ordination of the VTS, interaction with participating vessels, and the safe and effective provision of the service
<b>VTS Operator</b>	An appropriately qualified person performing one or more tasks contributing to the services of the VTS.

## GENERAL PORT INFORMATION

This part of the guide defines the requirements for information regarding the entire port / port authority. The information specified by these definitions covers all sections of the port. Where information should be in a particular format the content is described with the definition. It is required for all ports to define the information within this section.

<b>General information</b>	General, introductory information about the port. This should be confined to information not contained in any other definitions
<b>Developments</b>	Details of any active development affecting traffic in the port. Long term development plans should not be covered here but reference can be made to a section on the port website
<b>Port Location</b>	<p>A single position which represents the port as a whole (generally a centre of gravity position is chosen to represent the port's location)</p> <p><b>Format:</b></p> <ul style="list-style-type: none"><li>• Latitude: degrees, decimal minutes WGS 84</li><li>• Longitude: degrees, decimal minutes WGS 84</li><li>• Country Code: ISO 3166-1, 2 characters</li><li>• UN Location Code: UN Code for Trade and Transport</li><li>• Location Description: free text</li></ul>
<b>Limits description</b>	Description of the area covered by the information specified
<b>ISPS security level</b>	<p>Current security level of the port according to the International Ship and Port Facility Security Code : <a href="http://www.imo.org/blast/mainframe.asp?topic_id=897#levels">http://www.imo.org/blast/mainframe.asp?topic_id=897#levels</a></p> <p><b>Format:</b></p> <ul style="list-style-type: none"><li>• ISPS Security Level: Level 1,2 or 3</li><li>• Qualifying Remarks: free text</li></ul>
<b>Load Line Zone</b>	<p>The load line zone in which the port is located, as defined by the IMO's International Convention on Load Lines</p> <p><b>Format:</b></p> <p>Free text according to the IMO Loadline convention with respect to the seasonal zones: :</p> <p>Summer, Winter, Tropical, Winter North Atlantic, Fresh, Tropical Fresh</p>
<b>Maximum vessel sizes</b>	<p>Any size constraints on vessels using the port as a whole. It is not intended to capture constraints that may exist within an individual berth or port section - these should be captured in the appropriate section</p> <p><b>Format:</b></p> <ul style="list-style-type: none"><li>• Maximum length: in decimal metres</li></ul>

- Maximum beam: in decimal metres
- Maximum air draught: in decimal metres
- Supplementary information: free text

<b>Time Zone</b>	Time zone in which the port is located <b>Format:</b> <ul style="list-style-type: none"> <li>• Standard Time: UTC +/- xx hrs</li> <li>• Daylight Saving Time: UTC +/- xx hrs</li> <li>• DST Start: date</li> <li>• DST End: date</li> </ul>
<b>Local holidays</b>	Dates and names of any local or national holidays that may affect the working of the port <b>Format:</b> <ul style="list-style-type: none"> <li>• Name: free text</li> <li>• Start Date: date</li> <li>• End Date: date</li> </ul>
<b>Working hours</b>	Working days and hours for the Port Authority, i.e. the times when they are contactable. It does not define the specific working times of various port services or terminals: these should be recorded as individual services <b>Format:</b> <ul style="list-style-type: none"> <li>• Start Day: free text</li> <li>• End Day: free text</li> <li>• Week Day Start: free text</li> <li>• Week Day End: free text</li> </ul>
<b>Cargo</b>	Types of cargo handled by the port <ul style="list-style-type: none"> <li>• Cargo Type: free text</li> <li>• Weight of Goods: weight of goods or number of containers per calendar year in tonnes</li> <li>• Supplementary Information: free text</li> </ul>
<b>Charts</b>	Charts and publications that can be used to navigate the port approaches and port basins and waterways <b>Format (per chart or publication):</b> <ul style="list-style-type: none"> <li>• Chart Number: free text</li> <li>• Title: free text</li> <li>• Identifier: free text</li> <li>• Publisher: free text</li> </ul>
<b>Shipping announcements</b>	Local shipping announcements relevant to port users
<b>Legal disclaimer</b>	Any additional legal disclaimers that a port wish to make
<b>Website</b>	Hyperlink to the official port website

## CONTACT INFORMATION

This section defines the content of contact details.

Contact details will generally be supplied for:

1. All people and service providers who are the recipients of reports under the "reports and documentation " section
2. The emergency coordination centre
3. The service providers referenced under "nautical services" and "vessel services"

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<b>General contact information</b>	Introductory text or high level, nonspecific information for contacting people in the port. This does not contain specific name, address or other contact details for any individual or service (These are defined as individual "Point of contact")
<b>Point of contact</b>	Detailed contact information for an official point of contact within the port <b>Format:</b> <ul style="list-style-type: none"><li>• Individual Name: free text</li><li>• Department name: free text</li><li>• Role: free text</li><li>• Hours of Service: free text</li><li>• Contact Instructions: free text</li><li>• Voice Number: free text</li><li>• Fax Number: free text</li><li>• VHF Channel: free text</li><li>• E-mail: free text</li><li>• Delivery Point: free text</li><li>• City: free text</li><li>• Administrative Area: free text</li><li>• Postal Code: free text</li><li>• Country: free text</li></ul>
<b>Inter ship Communication</b>	Specification of a communication channel for vessels in the port or a port section <b>Format:</b> <ul style="list-style-type: none"><li>• VHF Usage: free text</li><li>• VHF Channel: free text</li><li>• Remarks: free text</li></ul>

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WEATHER AND TIDAL INFORMATION

Weather and tide information for the port

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<b>Real time weather and tidal information</b>	Links to any official real-time weather or tidal information provided by the port <b>Format:</b> Free text or reference to a port website
<b>Local weather and tidal phenomena</b>	Details of any important local weather or tidal conditions within the port <b>Format:</b> <ul style="list-style-type: none"><li>• Phenomena: free text</li><li>• Details: free text</li><li>• Location: free text</li></ul>

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## REPORTS & DOCUMENTATION

Defines the various reports (e.g. notification, declarations, reports) and documentation that a visiting vessel will be expected to send to the port either before arrival, during its stay in port or before and after departure. Port's reports will be in fixed formats and will require completion. Documentation are standardised documents which need to be presented to the port authorities. The exact requirements will vary per port.

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<b>Pre arrival Reports</b>	Detailed requirements for each report that needs to be sent to the port before arrival <b>Format:</b> <ul style="list-style-type: none"><li>• Report Category: free text</li><li>• Who: free text</li><li>• What: free text</li><li>• To: free text</li><li>• How: free text</li><li>• When: free text</li><li>• Remarks: free text</li></ul>
<b>In port Reports</b>	Detailed requirements for each report that needs to be sent to the port whilst in port <b>Format:</b> <ul style="list-style-type: none"><li>• Report Category: free text</li><li>• Who: free text</li><li>• What: free text</li><li>• To: free text</li><li>• How: free text</li><li>• When: free text</li><li>• Remarks: free text</li></ul>
<b>Pre departure Reports</b>	Detailed requirements for each report that needs to be sent to the port prior to departure <b>Format:</b> <ul style="list-style-type: none"><li>• Report Category: free text</li><li>• Who: free text</li><li>• What: free text</li><li>• To: free text</li><li>• How: free text</li><li>• When: free text</li><li>• Remarks: free text</li></ul>
<b>Documentation Requirements</b>	Details of any documentation that vessels will be required to provide to authorities in port <b>Format:</b> <ul style="list-style-type: none"><li>• Vessel Type: free text</li></ul>

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- Document: free text

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## REGULATIONS AND EXEMPTIONS

Details of any relevant local regulations that apply in the port such as bunkering procedures, use of linesmen or Pilot Exemption Certificate (PEC). This does not include national or international regulations which may be documented elsewhere.

<b>Regulation</b>	Details of any local regulations that apply in the port or its surrounding waters Free text or reference to a port website
<b>Exemptions</b>	Any exemptions that may apply to classes of vessel or suitably qualified people Free text or reference to a port website

## PORT SAFETY

Identification of equipment, procedures and points of contact that should be used in case of an emergency within the port

<b>Emergency coordination centre</b>	The Emergency Coordination Centre information for the port. Individuals should be entered as a “Point of Contact” and referenced within this information Free text
<b>Emergency response equipment</b>	Types, locations and availability of emergency response equipment <b>Format:</b> <ul style="list-style-type: none"> <li>• Equipment Type: free text</li> <li>• Equipment Availability: free text</li> </ul>
<b>Emergency procedures</b>	Relevant emergency response procedures <b>Format:</b> <ul style="list-style-type: none"> <li>• Category of Emergency: free text</li> <li>• Emergency Procedure: free text</li> </ul>

## SERVICES

This section defines the individual services that are available in the port

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### NAUTICAL SERVICES

Services related to the safe passage and berthing of the vessel: VTS, Pilotage, Towage/Tugs, Lines

**Format:**

- Nautical Service Type: free text
- Service Name: free text
- Service Location Description: free text
- Service Area Description: free text
- Service Hours: free text
- Working Hours: free text
- Service Details: free text

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### VESSEL SERVICES

Services related to the vessel and her cargo: Bunkers Lube oil, Potable water, Provisions, Stores, Waste per IMO class, Repairs, lashing, Cargo survey, Draught survey, Vetting

**Format:**

- Vessel Service Type: free text
  - Service Name: free text
  - Service Location Description: free text
  - Service Area Description: free text
  - Service Hours: free text
  - Service Details: free text
  - Working Hours: free text
    - Start Day: free text
    - End Day: free text
    - Week Day Start: free text
    - Week Day End: free text
-

## EVENT INFORMATION

The port call of a vessel is defined in terms of a sequence of mutually exclusive “events”. Each event is a snapshot in time, i.e. it has a beginning and an end time and takes place in a particular location. The definition of individual events are also defined in this section and are in line with International Maritime Organization Facilitation (FAL) logbook and manoeuvring book entries.

## ARRIVAL AND DEPARTURE TIMES

This section contains definitions for the specification of planned and actual arrival and departure events within a location. All events are specific to a particular time window and place. Locations (Places) are defined either as named port sections or local conspicuous locations

All times are formatted according to ISO 8601 and have the form: **YYYY-MM-DDTHH:MM:SSZ**. Here “Z” represents the “zero” time zone (UTC+0) and T represents “Time”.

<b>ETA- Location – Estimated Time of Arrival - Location</b>	The Date/Time when a vessel estimates it will arrive at a specified location, as per port section standards
<b>RTA – Requested Time of Arrival – Location</b>	The Date/Time when a vessel is requested to arrive at a specified location, as per port section standards
<b>PTA --Location – Planned Time of Arrival- Location</b>	The Date/Time when a vessel plans to arrive at a specified location, as per port section standards
<b>ATA- Location – Actual Time of Arrival - Location</b>	The Date/Time when a vessel arrives at a specified location, as per port section standards
<b>ETD - Location– Estimated Time of Departure - Location</b>	The Date/Time when a vessel estimates it will depart from a specified location, as per port section standards
<b>RTD – Requested Time of Departure – Location</b>	The Date/Time when a vessel is requested to depart from a specified location, as per port section standards
<b>PTD - Location – Planned Time of Departure - Location</b>	The Date/Time when a vessel plans to depart from a specified location, as per port section standards
<b>ATD - Location– Actual Time of Departure - Location</b>	The Date/Time when a vessel departs from a specified location, as per port section standards

Some arrival / departure times are defined:

- Arrival time Berth: First Line secured
- Departure time Berth: Last Line released

## NAUTICAL, CARGO AND VESSEL SERVICE TIMES

This sections defines the terms used to capture the date/time of events related to servicing of a vessel during its port call. Services may vary widely and range from pilot service, tug service, mooring service, cargo service, cargo survey, or bunkers, provisions etc.. All entries are formatted as ISO8601 Date/Time stamps.

<b>ETS - Service – Estimated Time of Start – Service</b>	Date/Time when a service provider estimates a specified service will start
<b>RTS – Service – Requested Time of Start - Service</b>	Date/Time when a service provider is requested to start a specified service
<b>PTS – Service – Planned Time of Start – Service</b>	The Date/Time when a service provider plans to start a specified service
<b>ATS - Service – Actual Time of Start - Service</b>	Actual Date/Time when a service provider starts a specified service
<b>ETC - Service – Estimated Time of Completion - Service</b>	Date/Time when a service provider estimates a specified service will be completed
<b>RTC – Service – Requested Time of Completion - Service</b>	Date/Time when a service provider is requested to complete a specified service
<b>PTS – Service – Planned Time of Completion – Service</b>	The Date/Time when a service provider plans to complete a specified service
<b>ATC – Service – Actual Time of Completion - Service</b>	Actual Date/Time when a service provider completes a specified service

Some service times are defined:

- Start Pilot service: Pilot On Board - pilot safely embarked the vessel to be piloted
- Completion Pilot service: Pilot Disembarked - pilot physically disembarked the vessel that has been piloted
- Start Tug service: Tug(s) Stand By & Ready to Assist – Tug(s) are available to assist the vessel
- Completion Tug service: Tugs Dismissed - Tug(s) are no more available to assist the vessel
- Start (Un)Mooring service: First Line Secured/Released - First Mooring Line was secured or released
- Completion (Un)Mooring service: Last Line Secured / Released - Last Mooring Line was secured or released

Actual times, not related to a specific service:

- Safe Access to Shore open: gangway in position as per applicable regulations
- Safe Access to Shore closed: gangway raised
- All Fast – All lines tight and secured, ETOPS secured if applicable
- All Clear – All lines clear of propellers and thrusters

Service times, related to a specific trade:

Container ships:

- Start / complete unlashing
- Start / complete discharge/loading (first move – last move)
- Start / complete lashing
- Start / complete moving gear boxes

Tankers:

- Start / complete cargo survey
- Start / complete connecting cargo arms/hoses
- Start / complete loading / discharge
- Start / complete disconnecting cargo arms/hoses

Bulk Carriers:

- Start / complete survey – draught
- Start / complete loading / discharge

## List of Abbreviations.

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<b>AVANTI</b>	Access to Validated, Nautical Information
<b>BIMCO</b>	Baltic and International Maritime Council
<b>DWT</b>	Deadweight Tonnage
<b>EHMC</b>	European Harbour Masters Committee
<b>ENC</b>	Electronic Navigational Chart
<b>ETOPS</b>	Emergency Towing Off Pendants
<b>FAL</b>	Facilitation of International Maritime Traffic
<b>GLN</b>	Global Location Number
<b>GT</b>	Gross Tonnage
<b>IALA</b>	International Association of Marine Aids to Navigation and Lighthouse Authorities
<b>IHMA</b>	International Harbour Masters Association
<b>IHO</b>	International Hydrographic Organisation
<b>ISO</b>	International Organisation for Standardisation
<b>ISPS</b>	International Ship and Port Facility Security (Code)
<b>LMIU</b>	Lloyds Marine Intelligence Unit
<b>LOA</b>	Length Overall
<b>OCIMF</b>	Oil Companies International Marine Forum
<b>PEC</b>	Pilot Exemption Certificate
<b>PMB</b>	Parallel Mid-Body
<b>PRONTO</b>	Port Rendezvous Of Nautical and Terminal Operations
<b>SOLAS</b>	Safety Of Life At Sea (Convention)
<b>TSS</b>	Traffic Separation Scheme
<b>TZ</b>	TimeZone
<b>UKC</b>	Under Keel Clearance
<b>UKHO</b>	United Kingdom Hydrographic Office
<b>UKP&amp;I</b>	United Kingdom Protection and Indemnity (Club)
<b>UN</b>	United Nations
<b>VHF</b>	Very High Frequency
<b>VTS</b>	Vessel Traffic Service
<b>WMO</b>	World Meteorological Organisation

## List of Sources.

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The following sources have been used in the compilation of this document.

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<b>IHO S-32 Hydrographic Dictionary</b>	Vessel berthing and Routing
<b>UKHO Mariner's Handbook NP100</b>	All sections
<b>IMO ISM Code</b>	Vessel Information
<b>ISO 8601</b>	Times, Dates and other temporal definitions within all sections
<b>IMO SOLAS Convention</b>	
<b>IALA Guide to VTS</b>	Vessel Traffic Service Information
<b>International Harbour Masters' Association (IHMA)</b>	Reports and Documentation, Services
<b>IMO International Convention on Load Lines.</b>	

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## Measurements and Datums

The diagram below shows the relationship between the various terms and definitions used in the description of depths. Vessels engaged in port calls encounter depth measurements in a variety of forms and against multiple vertical datums. The diagram shown below is designed to make these measurements clear and to uniquely define the terms used.

Further information on the terms used here and the background to their definitions and use within Charts and Publications is contained in Admiralty publication NP100 The Mariner's Handbook and Admiralty Publications NP5011 and NP5012 which describe the symbols found within paper and ENC charts respectively.

Individual navigational charts will always contain definitions of which vertical datum is in use and the mariner is encouraged to use the diagram in conjunction with the appropriately scaled navigational chart when evaluating depth measurements and the calculation of under keel clearance.

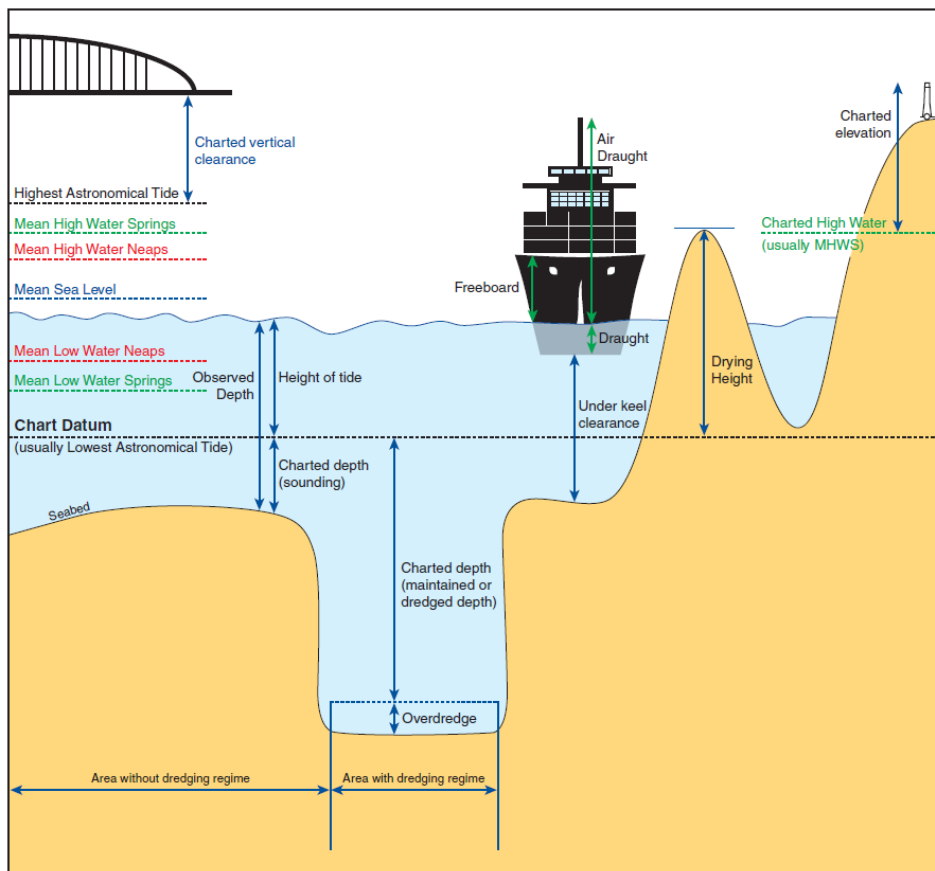


Figure 1: Terms for Vertical Measurement of vessels, depths and elevations.

## Standard Vessel Types.

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The definitions below of standard vessel types are taken from the IHS “statcode” system for classifying vessels. This is the same system used when registering IMO numbers for individual vessels and is a comprehensive classification system used worldwide under the IMO SOLAS convention. A broad category is listed in bold with each specific vessel type listed beneath it.

### **Liquefied Gas**

LNG Tanker  
CNG Tanker  
LPG Tanker  
LPG/Chemical Tanker  
LPG Barge, propelled  
CO2 Tanker

### **Chemical**

Molten Sulphur Tanker  
Chemical Tanker  
Parcels Tanker  
Chemical Tanker Barge, propelled  
Chemical/Products Tanker  
Chemical/Products Tanker Barge, propelled  
Wine Tanker  
Vegetable Oil Tanker  
Edible Oil Tanker  
Beer Tanker  
Latex Tanker  
Fruit Juice Tanker

### **Oil**

Shuttle Tanker  
Crude Oil Tanker  
Crude/Oil Products Tanker  
Products Tanker  
Tanker (unspecified)  
Products Tanker Barge, propelled  
Asphalt/Bitumen Tanker  
Coal/Oil Mixture Tanker

### **Other Liquids**

Water Tanker  
Water Tanker Barge, propelled  
Molasses Tanker  
Glue Tanker  
Alcohol Tanker  
Caprolactam Tanker

### **Bulk Dry**

Bulk Carrier  
Bulk Carrier, Laker Only  
Bulk Carrier (with Vehicle Decks)  
Bulk Barge, propelled  
Ore Carrier

### **Bulk Dry / Oil**

Bulk/Oil Carrier (OBO)  
Ore/Bulk/Products Carrier  
Ore/Oil Carrier

### **Self Discharging Bulk Dry**

Bulk Cargo Carrier, self discharging  
Bulk Cargo Carrier, self discharging, Laker  
Bulk Cargo Barge, self discharging, propelled

### **Other Bulk Dry**

Cement Carrier  
Bulk Cement Barge, propelled  
Wood Chips Carrier, self unloading  
Urea Carrier  
Aggregates Carrier  
Limestone Carrier  
Refined Sugar Carrier  
Powder Carrier

### **General Cargo**

General Cargo Ship (with Ro-Ro facility)  
Open Hatch Cargo Ship  
General Cargo/Tanker (Container/oil/bulk - COB ship)  
General Cargo/Tanker  
General Cargo Ship  
General Cargo Barge, propelled  
Palletised Cargo Ship  
Deck Cargo Ship

### **Passenger/General Cargo**

General Cargo/Passenger Ship

### **Container**

Container Ship (Fully Cellular)  
Container Ship (Fully Cellular with Ro-Ro Facility)

Container Barge, propelled  
Passenger/Container Ship

**Refrigerated Cargo.**

Refrigerated Cargo Ship

**Ro-Ro Cargo.**

Ro-Ro Cargo Ship  
Rail Vehicles Carrier  
Vehicles Carrier  
Car Carrier  
Container/Ro-Ro Cargo Ship  
Landing Craft

**Passenger/Ro-Ro Cargo**

Passenger/Ro-Ro Ship (Vehicles)  
Passenger/Ro-Ro Ship (Vehicles/Rail)  
Passenger/Landing Craft

**Passenger**

Passenger/Cruise  
Passenger Ship

**Other Dry Cargo**

Livestock Carrier  
Barge Carrier  
Barge Carrier, semi submersible  
Heavy Load Carrier  
Heavy Load Carrier, semi submersible  
Yacht Carrier, semi submersible  
Nuclear Fuel Carrier  
Nuclear Fuel Carrier (with Ro-Ro facility)  
Pulp Carrier

**Fish Catching**

Factory Stern Trawler  
Stern Trawler  
Trawler  
Fishing Vessel

**Other Fishing**

Fish Factory Ship  
Fish Carrier  
Live Fish Carrier (Well Boat)  
Fish Farm Support Vessel  
Fishery Patrol Vessel  
Fishery Research Vessel  
Fishery Support Vessel  
Seal Catcher  
Whale Catcher  
Kelp Dredger  
Pearl Shells Carrier

**Offshore Supply**

Crew/Supply Vessel

Pipe Carrier  
Platform Supply Ship  
Anchor Handling Tug Supply  
Offshore Tug/Supply Ship

**Other Offshore**

Offshore Support Vessel  
Diving Support Vessel  
Accommodation Ship  
Drilling Ship  
Pipe Layer Crane Vessel  
Pipe Layer  
Production Testing Vessel  
FPSO, Oil  
FPSO, Gas  
Well Stimulation Vessel  
Standby Safety Vessel  
FSO, Oil  
FSO, Gas  
Trenching Support Vessel  
Pipe Burying Vessel

**Research**

Research Survey Vessel

**Towing/Pushing**

Tug  
Pusher Tug

**Dredging**

Bucket Ladder Dredger  
Cutter Suction Dredger  
Grab Dredger  
Backhoe Dredger  
Bucket Wheel Suction Dredger  
Suction Dredger  
Dredger (unspecified)  
Water Injection Dredger  
Bucket Hopper Dredger  
Grab Hopper Dredger  
Suction Hopper Dredger  
Trailing Suction Hopper Dredger  
Hopper/Dredger (unspecified)

**Other Activities**

Hopper, Motor  
Stone Carrier  
Crane Ship  
Pile Driving Vessel  
Icebreaker  
Icebreaker/Research  
Cable Layer  
Cable Repair Ship  
Incinerator

Waste Disposal Vessel  
 Effluent carrier  
 Fire Fighting Vessel  
 Pollution Control Vessel  
 Patrol Vessel  
 Crew Boat  
 Training Ship  
 Utility Vessel  
 Search & Rescue Vessel  
 Pilot Vessel  
 Salvage Ship  
 Buoy Tender  
 Buoy & Lighthouse Tender  
 Lighthouse Tender  
 Supply Tender  
 Mooring Vessel  
 Work/Repair Vessel  
 Hospital Vessel  
 Tank Cleaning Vessel  
 Trans Shipment Vessel  
 Anchor handling Vessel  
 Rocket Launch Support Ship  
 Log Tipping Ship  
 Exhibition Vessel  
 Theatre Vessel  
 Mission Ship  
 Bulk Dry Storage Ship  
 Bulk Cement Storage Ship  
 Mining Vessel  
 Wind Turbine Installation Vessel  
 Wind Turbine Installation Vessel (semi sub)  
 Wind Turbine Vessel  
 Bunkering Tanker  
 Vessel (function unknown)  
 Sailing Vessel

#### **Inland Waterways Tanker**

Chemical Tanker, Inland Waterways  
 Chemical/Products Tanker, Inland Waterways  
 Oil Tanker, Inland Waterways  
 Edible Oil Tanker, Inland Waterways  
 Water Tanker, Inland Waterways  
 Vegetable Oil Tanker, Inland Waterways

#### **Inland Waterways Dry Cargo/Passenger**

Bulk Cement Carrier, Inland Waterways  
 Container Ship (Fully Cellular), Inland Waterways  
 General Cargo, Inland Waterways  
 General Cargo/Passenger Ship, Inland Waterways  
 Ro-Ro Cargo Ship, Inland Waterways  
 Passenger/Ro-Ro Ship (Vehicles), Inland Waterways  
 Passenger/Ro-Ro Ship (Vehicles/Train), Inland Waterways  
 Cruise Ship, Inland Waterways

Passenger Ship, Inland Waterways

#### **Inland Waterways Other Non Seagoing**

Fishing, Inland Waterways  
 Research, Inland Waterways  
 Towing/Pushing, Inland Waterways  
 Dredging, Inland Waterways  
 Other Activities, Inland Waterways

#### **Non Merchant Ships**

Houseboat  
 Yacht  
 Yacht (Sailing)  
 Sail Training Ship  
 Crane Vessel, Naval Auxiliary  
 Crew Boat, Naval Auxiliary  
 Replenishment Dry Cargo Vessel  
 Hospital Vessel, Naval Auxiliary  
 Mooring Vessel, Naval Auxiliary  
 Repair Vessel, Naval Auxiliary  
 Training Ship, Naval Auxiliary  
 Research Vessel, Naval Auxiliary  
 Replenishment Tanker  
 Unknown Function, Naval/Naval Auxiliary  
 Diving Vessel, Naval Auxiliary  
 Tug, Naval Auxiliary  
 Salvage Vessel, Naval Auxiliary  
 Naval Small Craft  
 Boom defence Vessel  
 Degaussing Vessel  
 Minehunter  
 Minelayer  
 Minesweeper  
 Netlayer  
 Torpedo Recovery Vessel  
 Troopship  
 Munitions Carrier  
 Submarine Salvage Vessel  
 Aircraft Carrier  
 Command Vessel  
 Corvette  
 Destroyer  
 Escort  
 Frigate  
 Cruiser  
 Helicopter Carrier  
 Attack Vessel, Naval  
 Patrol Vessel, Naval  
 Torpedo Trials Vessel  
 Weapons Trials Vessel  
 Submarine Chaser  
 Torpedo Boat  
 Water Tanker, Naval Auxiliary

Logistics Vessel (Naval Ro-Ro Cargo)  
Infantry Landing Craft  
Landing Ship (Dock Type)  
Tank Landing Craft  
Submarine  
Training Ship, Stationary  
Accommodation Vessel, Stationary  
Lightship  
Museum, Stationary  
Restaurant Vessel, Stationary  
Radio Station Vessel  
Casino, Stationary  
Oxygenation Vessel  
Unknown

**Non Propelled**

Bulk Aggregates Barge, non propelled  
Covered Bulk Cargo Barge, non propelled  
Bulk Cement Barge, non propelled  
Fish Storage Barge, non propelled  
General Cargo Barge, non propelled  
Bitumen Tank Barge, non propelled  
Trans Shipment Barge, non propelled  
Water Tank Barge, non propelled  
Hopper Barge, non propelled  
Cement Storage Barge, non propelled  
Chemical Tank Barge, non propelled  
LPG Tank Barge, non propelled  
Products Tank Barge, non propelled  
Chemical/Products Tank Barge, non propelled  
Crude Oil Tank Barge, non propelled  
Open Bulk Cargo Barge, non propelled  
Oil Storage Barge, non propelled  
Bulk Dry Storage Barge, non propelled  
Deck Cargo Pontoon, semi submersible  
Jacket Launching Pontoon, semi submersible  
Bucket Dredger Pontoon  
Deck Cargo Pontoon, non propelled  
Grab Dredger Pontoon  
Suction Dredger Pontoon  
Dredging Pontoon, unknown dredging type  
Water-injection Dredging Pontoon  
Crane Pontoon  
Electricity Generating Pontoon, non propelled  
Grain Elevating Pontoon, non propelled  
Sheerlegs Pontoon  
Desalination Pontoon, non propelled  
Shopping Complex  
Steam Supply Pontoon, non propelled  
Car Park  
Work/Maintenance Pontoon, non propelled  
Pontoon (Function Unknown)  
Inert Gas Processing Pontoon, non propelled

Jacket Launching Pontoon  
Permanent Shore Facility

**Non Ship Structures**

Air Cushion Vehicle Passenger/Ro-Ro Ship (Vehicles)  
Air Cushion Vehicle Passenger  
Air Cushion Vehicle, work vessel  
Wing In Ground Effect Vessel  
Air Cushion Vehicle Patrol Vessel  
Air Cushion Vehicle Crew Boat  
Air Cushion Vehicle Research  
Dock Gate  
Floating Dock  
Mechanical Lift Dock  
Accommodation Platform, semi submersible  
Drilling Rig, semi submersible  
Diving Support Platform, semi submersible  
Pipe layer Platform, semi submersible  
Maintenance Platform, semi Submersible  
Accommodation Platform, jack up  
Crane Platform, jack up  
Drilling Rig, jack up  
Maintenance Platform, jack up  
Supply Platform, jack up (Lift Boat)  
Pumping Platform  
Production Platform, semi submersible  
Supply Platform, semi submersible  
Crane Platform, semi submersible  
Pipe layer Platform, jack up  
Production Platform, jack up  
Radar Platform  
Mooring Buoy  
Terminal Buoy  
Linkspan/Jetty  
Submersible  
Underwater System