



Over Dimensional Cargo Guidelines

September 2007

To allow the Port to handle over-dimensional cargo, there are a number of key pieces of information that we require to be provided if the transition from transport operator to Terminal is to be completed efficiently.

The Port preference for this type of cargo is for it to be received/delivered directly to/from shipside therefore reducing the handling and costs incurred by the exporter/importer. If the above is not possible, the Port will endeavour to place the cargo in a position where it can be reached by a crane while working alongside the vessel.

Please note; there maybe extra handling charges incurred if the cargo is stored on port and then moved prior to loading.

Please ensure the following guidelines are followed to minimize any possible delays.

Over Dimensional Cargo to be handled by the Port of Napier must be pre-advised by the shipping company and/or the transport operator concerned to **Vessel Operations** on **06 833 4416** and followed up by e-mail to **vesselops@portofnapier.co.nz** - **no later than 24 hours prior to arrival/delivery of the cargo.**

For **BREAKBULK**: this pre-advice should include the following;

- ✓ ETA of the truck at the Port of Napier Western Gatehouse
- ✓ The location of all lifting points and confirmation they are certified and accessible
- ✓ If any specialised lifting gear is required
- ✓ Transport Operators contact details
- ✓ The dimensions of the cargo being both accurate and complete
 - a. Length in cm
 - b. Width in cm
 - c. Height in cm
 - d. Weight in Kgs

- ✓ If possible a photograph or drawing of the unit and lifting points

This information is in addition to the completed carters note.

For **FLATRACKS OR OPENTOP CONTAINERS** this pre-advice should include:

- ✓ ETA of the truck at the Port of Napier Western Gatehouse
- ✓ The location of all lifting points and confirmation they are certified and accessible
- ✓ If any specialised lifting gear is required
- ✓ Ensuring that the dimensions of the unit are both accurate and complete
 - a) Over length by X cm
 - b) Over width by X cm
 - c) Over height by X cm
 - d) Weight in Kgs

- ✓ The cargo is secured and/or attached to the flat-rack or open-top container
- ✓ Method of delivery i.e. swing-lift truck or normal flat-deck
- ✓ Transport Operators contact details

This information is in addition to the completed carters note.

Other Information – Confirmation of Lashing requirements:

Lashing - how will the unit be secured to the vessel once loaded? Unless otherwise advised, ships gear by the contracted stevedore.

The terms for the provision of these services by the Terminal Operator to the Line and for the Line's obligations to the Terminal Operator are as detailed in the Port of Napier Limited "Standard Conditions of Service" and "Port Regulations" as advised from time to time by the Terminal Operator to the Line.

For further information contact Guy Stone, Container Terminal Manager
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