



ನವ ಮಂಗಳೂರು ಬಂದರು ಮಂಡಳಿ  
नव मंगलूर पत्तन न्यास  
NEW MANGALORE PORT TRUST

Govt. of India (Ministry of Shipping)  
ಪಣಂಬೂರು ಪಣಂಬೂರು Panambur / ಮಂಗಳೂರು ಮಂಗಳೂರು Mangalore - 575010.



No. NMPT/TM/SM-2020

Dtd.21.08.2020

**Trade Notice**

Sub: Standard Operating Procedure for entry of Containers into the Port – reg

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In the current scenario of COVID-19 and the means of spreading of the virus, it will be prudent and most appropriate to minimise process requirement of manual intervention between the Port Users and Port staff and officials including CISF & Customs to avoid transmission of the disease.

The Port has taken several pro-active steps to contain the spread of the virus and diligently follow the SOP's issued by the Central Govt., State Govt and Dist. Administration. However, in spite of the precautionary measures taken by the Port, the COVID-19 has penetrated the critical area of the wharf and some of the Port employees and contract workers have been tested positive for COVID-19. This indicated vulnerability of our operational staff to COVID-19, who is critical to Port operation. The above emerging scenario demands prompt action to ensure business continuity of the Port, particularly export containers which have to catch their mother line vessels in a specific window. It has been decided to minimize manual intervention in gate in of containers. Accordingly, the gate in procedure for containers has been streamlined as under:

- i. The C&F Agents who have been presently submitting manual Container Cart Ticket for trailer/trucks in triplicate to Traffic Check Post, CISF and Customs at the gate shall no longer use handwritten Container Cart Tickets.
- ii. The C&F Agents shall henceforth log in to the RFID based PIS system provided by the M/s CMS ltd and record the data of the Containers in the screen provided for generation of Cart-Ticket and linking the same to the Port entry RFID pass to the trucks/trailers. The process is auto approved without any manual intervention.

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An ISO 9001:2015, 14001:2015 & ISPS Compliant Port

- iii. After generation of online Cart Ticket based on the data fed by the C&F Agents and once the respective Truck/trailer arrives at the gate, truck driver will flash the RFID Card and the details of Cart Ticket including container number shall be displayed on the screen.
- iv. The CISF will physically cross verify the Container no. and trailer/truck details against the cart ticket details displayed on the screen and accordingly permit the trailer/truck display inside the Port.
- v. The system has provision of generation of reports daily/shift wise, which can be taken by the statutory authorities like CISF and Customs and Traffic personnel of container yard and cross verify the actual status of the gate in container.
- vi. The detail procedure as PPT presentations (Cargo PPT Slide Show.PPTX) is enclosed for information of C&F agents.
- vii. The system has been already functional and is available to use by C&F Agents from 13/08/2020.
- viii. The online system for Cart Ticket shall be on standalone mode from 01/10/2020 and manual Cart Ticket will not be accepted.

  
Traffic Manager  
New Mangalore Port Trust

To,  
All C&F Agents.

Copy to President, Association of NMP Stevedores.  
Copy to President, New Mangalore Port C&F Agents Association.  
Copy to President, Mangalore Steamer Agent Association.  
Copy to: Sr.DTM/DTM for necessary action.  
Copy to: DC CISF- for information.  
Copy to Dy. Commissioner of Customs/Superintendent of Custom (Docks) for information.  
Copy to FA&CAO/DC, NMPT for information.  
Copy to PS to Chairman/PS to Dy. Chairman for kind information.