

- OPERATIONAL GUIDE -

APPENDIX III

to the Terminal Contract

between

The LINE

(hereinafter referred as to the "Line" or the "User")

and

TERMINAL DARSENA TOSCANA S.r.l. a socio unico

(hereinafter called "TDT" or the "Terminal Operator")

Index

1.# GENERAL INFORMATION	4#
2.# SERVICES DESCRIPTION	4#
2.1.# Receipt and Delivery of Containers	4#
2.2.# Loading and Unloading of Containers into or out of Containerships	4#
2.3.# Transhipment of Containers.....	5#
2.4.# Shifting of Containers	5#
2.5.# Loading and Unloading of Containers into or out of Ro-Ro and Ro-Con Containership	6#
2.6.# Inspection.....	6#
2.7.# Container Subject to Extra Moves.....	6#
2.8.# Refrigerated Containers.....	8#
2.9.# Hazardous Container Handling and Storage.....	8#
2.10.# Uncontainerized Cargo Handling and Storage.....	8#
2.11.# Other Services.....	8#
3.# SHIP OPERATIONS.....	9#
3.1.# Non-Standard Containers Handling and Storage	9#
3.2.# Preliminary Ship information.....	9#
3.3.# Containership Information for each Voyage.....	9#
3.3.1 Long- Term (monthly):	10#
3.3.2 Weekly (7 days in advance):.....	10#
3.3.3 At least 48 hr working before Ship's arrival.....	10#
3.3.4. At the latest 36 hours before Containership's arrival	10#
3.3.5. At the latest 24 hours before Containership's arrival	12#
3.4.# Customs Clearance	14#
3.5.# Loading EMPTY Containers.....	14#
4.# RECEIPT AND DELIVERY.....	15#
4.1.# General Information	15#
4.2.# Export Receival Time	15#
4.3.# Receiving and Delivery Pre Notice.....	15#
4.4.# Pre Notice Hazardous Containers.....	15#
4.5.# Pre Notice Reefer Containers.....	16#
4.6.# Pre Notice Uncontainerized / Break Bulk Cargo	17#
4.7.# Delivery Order	17#
4.8.# Receiving and Delivery by Truck (Gate in – Gate Out)	18#
4.9.# Receiving and Delivery by Rail	18#
4.9.1.# General	18#
4.9.2.# Export Information	19#
4.9.3.# Import Information	19#
5.# SEAL INSPECTION AND REPORTING.....	19#
5.1.# Container Seals.....	19#
5.2.# Technical Specification.....	20#
5.3.# Seals Number	20#
6.# SPECIAL CONTAINERS AND OTHER SERVICES	20#
6.1.# Hazardous Cargo.....	20#
6.2.# Reefer Container Additional Services	21#
6.3.# Uncontainerized Cargo	21#
6.4.# Empty Container Management.....	22#
6.5.# Inspections Laden Containers.....	22#
6.6.# X-Ray Scanning.....	23#
6.7.# Weighing, Labelling, Re-sealing Requests.....	23#
6.8.# Mounting/Dismounting of Bundles or Mafi Bundles	23#
6.9.# Personnel Assistance for Survey	23#
6.10.# OOG Container Measuring	24#
6.11.# Stuffing and Stripping.....	24#
7.# DAMAGE AND CLAIMS.....	24#
8.# GENERAL INFORMATION REQUESTS.....	24#
9.# WAREHOUSE A4.....	24#

10.#	ISPS REQUIREMENTS AND SAFETY PROCEDURES, TERMINAL AREA ADMITTANCE	25#
10.1.#	Security	25#
10.2.#	Safety.....	25#
11.#	EDI MESSAGES.....	26#
12.#	SUMMARY OF DATA INTERCHANGE REQUIREMENTS.....	27#
12.1.#	Documents to be issued by User or Terminal Operator	27#
13.#	EDI MESSAGES EXCHANGE	29#
13.1.#	Contractual.....	29#
14.#	ATTACHMENT 1 CLOSING TIME AND START OPERATION AND GANGS CALLING REQUIREMENT	30#
15.#	ATTACHMENT 2: GENERAL CONDITIONS FOR DISCHARGING/LOADING DG CARGOES	31#
16.#	ATTACHMENT 3: TERMINAL DIRECTORY	ERRORE. IL SEGNALIBRO NON È DEFINITO.#
17.#	ATTACHMENT 4: CORRESPONDENCE.....	ERRORE. IL SEGNALIBRO NON È DEFINITO.#

1 General Information

- 1.1. Any orders, instructions and requests received by Terminal Operator from User, its personnel, its servants, agents or subcontractors (including Ship's Master, Agents, or multi-modal operator), with respect to the provision of Container Terminal Services, shall be considered as orders, instructions and requests of User, unless User clearly specifies who is authorized to send orders, instruction and requests (see paragraph 12 Summary of Data Interchange Requirements).
- 1.2. The Terminal Operator only acknowledges orders, instructions and requests that are in compliance with the required Data Interchange Requirements as specified in paragraph 12 Summary of Data Interchange Requirements. Furthermore, the Terminal Operator shall recognize updated information provided and is not liable to clarify any information conflict originating from the User.

2 Services description

2.1 Receipt and Delivery of Containers

For receiving or delivering of full or empty Containers to be loaded or unloaded into or from Ship, into or out of the Container Terminal on road chassis or railway wagon following services are provided

- a) Receipt and delivery of Containers at the gatehouse and all clerical work associated with receiving/delivering.
- b) Reporting of external visible damage to Containers and preparing interchange receipts (EIR) for such damaged Containers.
- c) Inspection of seals (in the case of import, the mere presence of the seal is checked upon discharging and in the case of export the presence and the number of the seal are checked upon receiving at the Terminal's gate).
- d) Reporting of Container movements into or out of the Container Terminal.
- e) Unloading Containers off chassis or railcar or loading Containers onto chassis or railcar.
- f) Acceptance of export containers strictly limited to two Ship in the same service.

Working hours for receiving/delivering of Containers at the Container Terminal shall take place in accordance with paragraph 144.

2.2 Loading and Unloading of Containers into or out of Containerships

For the loading and unloading of Containers, full or empty, into or out of Containerships, following services are provided:

- a. Loading or Unloading Containership plan of each Container accordingly with User Instructions
- b. Movement of Containers from Containership's cell/deck to wharf and vice versa
- c. Movement of Containers from wharf to stacking area and vice versa.
- d. Tallying of Containers, completing stowage plan immediately after completion of operation and reporting.
- e. Reporting of Container movements into and out of the Containership.
- f. Reporting of external visible damage to Containers while loading and unloading.
- g. Lashing or unlashng of deck Containers (material will be furnished by User and must be available in the bay where the lashing takes place).

2.3 Transhipment of Containers

Loading and unloading of Containers, full or empty, in transhipment from one ship to another

- a. Loading and unloading of Containers into/from on carrier/pre carrier Ship suitable for Container transport.
- b. Movement of Containers from stacking area to wharf and vice versa.
- c. Reporting of Container movements into and out of on carrier/pre carrier Ship.

24 hours before vessel's arrival or in case of Saturdays, Sundays and holidays 24 hours before the weekend or holiday(s), the Terminal Operator must be informed of relay vessel's name, ETA, VGM and port of discharge. The vessel must be the first available one of the same service.

If this information is not timely supplied, the Terminal Operator shall charge rate as per clause 1.1 APPENDIX I both for discharging and reloading operations, plus any yard extra move.

2.4 Shifting of Containers

Shifting Bay to Bay: Movement of Containers, full or empty, within the same bay of a Containership and/or Ro-Con.

Restow: Movement of Containers, full or empty, from Containership's and/or Ro-Con Containership's cell/deck to quay and restowing in Containership's cell/deck.

2.5 Loading and Unloading of Containers into or out of Ro-Ro and Ro-Con Containership

For the loading and unloading of Containers, full or empty, into or out of RoRo and/or RoCon Containerships, following services are provided:

2.5.1 Ro/Ro basis: container upon mafi/rolltrailer

- a. Movement of mafi/rolltrailer in or out Ro/Ro Containership's deck to wharf and vice versa
- b. Movement of Container from mafi/rolltrailer to trailer and vice versa
- c. Movement of Container from wharf to stacking area and vice versa
- d. Reporting of Container movements into and out of the Ro/Ro Containership's
- e. Reporting of external visible damage to Containers while loading and discharging. A list with numbers of containers found damaged upon discharging will be furnished as soon as completed cargo operations.

2.5.2 Ro/Ro basis: container on deck (garage)

- a. Movement of Container from ro/ro's deck onto trailer
- b. Movement of Container from trailer to wharf and vice versa
- c. Movement of Container from wharf to stacking area and vice versa
- d. Reporting of Container movements into and out of the Ro/Ro Containerships
- e. Reporting of external visible damage to Containers while loading and discharging.

2.6 Inspection

Movement of Containers for the purpose of cargo inspection by the competent authority (e.g. customs office). This movement includes extra moves and transportation to/from the inspection area. Operational procedures are described in paragraph 6.55 Inspections Laden Containers.

2.7 Container Subject to Extra Moves

Export full containers

For delivery of containers to the Terminal, following data are requested as per standing procedure: container number and type, Line, vessel's name and voyage, port of discharge, VGM, stowage instructions (if any), OOG measures (for non-standard containers), required temperature (for reefer containers),

IMO class (for dangerous goods containers, that must have received relevant authorization by the Maritime Authority).

Containers lacking such information will not be accepted or placed into temporary stack.

An extra move is charged in case of:

- movement from temporary stack to dedicated voyage stack;
- movement due to change of vessel and/or port of discharge;
- stowage requirements not declared in the receiving order;
- change of status;
- removal from and replacement in stack for any kind of inspection.
- change of weight class/group
- shifting between User's and leasing company's stacks
- other causes, attributable to User acts or defaults.

For any other change of operative instruction, subject to feasibility evaluation by the TDT, the latter shall charge any necessary yard move.

Definition of container weight class

Yard stacking of export containers is arranged on the basis of following weight classes:

- Light/Medium
- Medium/Heavy

Containers must be stowed on board the vessel according to the relevant weight class.

Should the container weight reported in the loading list belong to a different class compared with the one reported in the receiving order, TDT shall charge one yard move as per APPENDIX I. Should the Line(s) require further subdivisions within the same weight class, the TDT shall charge any necessary yard move.

Import full containers

24 hours before vessel's arrival or in case of Saturdays, Sundays and holidays 24 hours before the start of weekend or holiday(s), the Terminal Operator must receive a delivery program, indicating containers which are to be delivered by rail or truck.

In case no delivery program is received, by default the picking up will be assumed by truck.

After start of vessel's operation, any alteration of delivery status will result in an extra move charge. No extra move will be charged for empty containers, provided that – in the relevant vessel's arrival date – the empty free stock is not exceeded.

2.8 Refrigerated Containers

For reefer containers under refrigeration at the Container terminal, following specific services are provided:

- a) Attaching and detaching of electrical plugs of the reefer Container at the reefer stacking area.
- b) Recording and checking temperature of the reefer Container every 12 hours whilst in the Container terminal and also on receiving and delivering, as per Terminal Operator's standing procedures.
- c) Reporting faults immediately on discovery to User's representative and general co-ordination of any requirements.

In case of notified failure or breakdown, the Terminal Operator shall not be deemed liable for not maintaining the required temperature.

2.9 Hazardous Container Handling and Storage

For Container containing Hazardous cargo, the following specific Services are provided:

- a) Yard space and facilities in accordance with regulations as specified by the local competent authority
- b) Labels checking at gate
- c) Re-labelling or label removal on User Request.

Operations procedures are described in paragraphs 4.4 Pre Notice Hazardous Containers, 6.1 Hazardous Cargo, 6.77 Weighing, Labelling, Re-sealing Requests, 155 Attachment 2: General Conditions for Discharging/Loading DG Cargoes DG Cargoes.

2.10 Uncontainerized Cargo Handling and Storage

For Uncontainerized Cargo following specific services are provided:

- a) Yard space, facilities, equipment, skilled labour, lashing devices, in accordance with regulations as specified by the local competent authority.

Operations procedures are described in paragraphs 4.6 Pre Notice Uncontainerized / Break Bulk Cargo, 6.3 Uncontainerized Cargo.

2.11 Other Services

Terminal Operator can perform additional services as specified in paragraph 6 Special Containers and Other Services.

3 Ship Operations

3.1 Non-Standard Containers Handling and Storage

For Non Standard Containers (container whose cargo height and/or length and/or width or damaged container structure), requires special attachment to the spreader, i.e. chains, slings, etc. to handle, following specific services are provided:

- a) Yard space, facilities, equipment, skilled labour, lashing devices, in accordance with regulations as specified by the local competent authority
- b) OOG dimensional measures and reporting on User Demand

Operations procedures are described in paragraphs 6.3 Uncontainerized Cargo, 6.10 OOG Container Measuring

3.2 Preliminary Ship information

Pls send info to:
berth.planning@tdt.it
shipplanners@tdt.it

In order to ensure an efficient planning of the operations of the Terminal Operator, User shall provide all relevant technical details, including a complete General Arrangement Plan with a minimum information of "Bay, Row, Tier of each Ship well in advance of the first call of such Ship at the Container Terminal in addition to the specified information below.

SHIP INFORMATION	DIMENSIONS	CAPACITY
a) Ship's name	a) L.O.A	a) Max. Container Cap (teus)
b) Owner	b) Breadth Moulded	b) Max. Container Cap (feus)
c) Nationality	c) Depth Moulded	c) Reefer Socket
d) Port of registry	d) Max. Height Above Keel	d) Haz. Cargo Hold (bay): (i.e. 1,2 e 3)
e) Official N°	e) Upper Deck Line Above Keel	e) Max. 20' on deck
f) Classification society	f) Load Line Draft	f) Max. 40' on deck
g) Type of Ship (i.e 6900 teus Class Container Carrier)	g) Top Fresh	g) Max. 20' under deck
h) Call Sign	h) Fresh	h) Max. 40' under deck
i) IMO id n° (L.R. n°)	i) Tropical	i) Max. 40' HC under deck
j) Satellite Tel/fax	j) Summer	j) (without losing space)
k) @mail	k) Winter	k) CONTAINER STACK WEIGHT
	l) International G.R.T.	• On deck 20' – 40'
	m) International N.R.T.	• Under deck 20' – 40'
	n) Bow Thruster	• Max 45 on Deck
		AT Bays
		l) Hatch Cover Stack Weights
		m) Stack Weights Hold

3.3 Containership Information for each Voyage

Pls send info to:
berth.planning@tdt.it
shipplanners@tdt.it
DocVsISPv@tdt.it
edi@tdt.it (for EDI Messages only)

In order to ensure an efficient planning of the operations of the Terminal Operator, User shall inform in writing via @mail, telefax or via EDI (see paragraph 11 EDI Messages and 133 EDI messages exchange) the Terminal Operator schedule and planning information of Ships as follows:

Scheduling Information

3.3.1 Long- Term (monthly):

- a) Service/User/owner name
- b) Container Ship's name
- c) Voyages code
- d) Port Rotation
- e) Day of call

3.3.2 Weekly (7 days in advance):

- a) Service/User/owner name
- b) Container Ship name
- c) Voyage code
- d) Day of call
- e) ETA (Expected time of arrival)
- f) Pre carrier Ship name and voyage number
- g) On carrier Ship name and voyage number
- h) Containers/teus quantities to be loaded, discharged and restowed

The User is responsible towards Terminal Operator for co-loaders timely submission of respective Cargo forecasts

3.3.3 At least 48 hr working before Ship's arrival

Import and export stowage plan intended for the specific call on a bay, row and tier basis (Movins Instructions if available see parag. 11 EDI Messages) containing:

- a) Container type, standard, non-standard type, Reefer or Hazardous
- b) Special Cargo remarks
- c) Restows

Variations deriving from activities carried out in Mediterranean Ports to be communicated as soon as practical, no later than 24 hours.

Planning Information 36 hours in advance

3.3.4. At the latest 36 hours before Containership's arrival

- a) ETA (Expected time of arrival) confirmation

- b) Moves Update on the expected Amount of containers for Discharging/Loading, Hazardous containers, Reefer Containers, OOG, Uncontainerized Cargo, shiftings and restows
- c) Containership Draft expected on arrival

Resources Planning

Adherence to the timetable paragraph 144 Requirement is vital to enable terminal to properly plan resources in accordance with agreements in force.

The Terminal Operator, in order to define the Containership working program, shall receive the following information:

- ETA (Expected time of arrival)
- Loading/discharge/transshipment moves

The Terminal Operator shall then plan the required resources and shall provide confirmation of the Containership working programme, indicating the agreed Start/End of operations time and the Estimated Departure Time (ETD). Once the Containership working programme has been defined:

- For any delay in either in the arrival of a Containership or delays during the agreed containership working programme, then idle time clause may be applied

The berthing and unberthing time is granted to the Ships only for the time required to perform loading and discharging operation. Any time that the Ship wishes to remain alongside, will not be accepted unless previously and specifically agreed with The Terminal Operator.

The Terminal Operator reserves the right to ensure that the Ship vacates the berth at Ship's expenses after completion of loading and discharging operations. In case of IDLE TIME after completion of the vessel's operation, the relevant costs shall be charged on the User's account.

Load Information - Loading List

Pls send info to:
ufficiodocumentazionevessel@tdt.it
edi@tdt.it (for EDI Messages only)

Information shall be sent (via EDI or e-mail) to competent office, at least 36 hrs before Ship's arrival. It should contain:

- a) ID number and type of Container
- b) User booking number
- c) Size, type and weight and VGM qualifier
- d) Final Port of discharge
- e) Port of Transshipment, if any
- f) In case of Hazardous Container: IMO class, UN number
(See also Paragraph 4.4 Pre Notice Hazardous Containers)

- g) In case of Reefer or insulated Containers: temperature, ventilation, humidity. settings, for Reefers Containers to be connected to the Reefer plug. (See also Paragraph 4.5 Pre Notice Reefer Containers)
- h) For Uncontainerized Cargo all relevant information to allow the terminal to safely handling such cargo (See Paragraph 6.3 Uncontainerized Cargo)

All Containers declared for loading should be compliant with all legal and customs aspects required by the local competent authority.

In case of containers with no clearance available by the competent authority, the User shall advise the Terminal Operator of this status, whereby such Containers will not be planned for loading, pending final Instructions from the User. If no such Instructions are received from the User, then they shall not be loaded on board the nominated Ship, at the sole risk and responsibility of the User.

In recognition of IMO-SOLAS amendment chapter VI dated 21.11.2014 effective July 1st 2016, the Terminal Operator will only proceed to load Containers that are finally provided with VGM qualifier.

Planning Information 24 hours in advance

3.3.5. At the latest 24 hours before Containership's arrival

At least 24 hours before Ship's arrival, or 24 hours before start of weekend for Ships arriving on Saturdays, Sundays or holidays:

- Information update
 - a) ETA (Expected time of arrival) if changed
 - b) Amount of containers for Discharging/Loading, Hazardous containers, Reefer Containers, OOG, Uncontainerized Cargo, shiftings and restows
 - c) Vessel Draft expected on arrival and departure
 - d) Security information (see paragraph **Errore. L'origine riferimento non è stata trovata. Errore. L'origine riferimento non è stata trovata.**)
- Import bayplan on a bay, row and tier basis (Baplie file see par. 11 EDI Messages), complete with all the vital details regarding containers on board. The following is an indication of minimum information required:
 - a) Position on board of each single container (bay, row and tier)
 - b) Container ID number, type, size and Weight of Container and VGM qualifier

- c) Discharge port, with clear indication of container that shall be discharged by the Terminal operator, both for import and transshipment box
- d) Indication of containers to be shifted on board or restowed (a list of container to be shifted or restowed is also required)
- e) In case of Hazardous Container: IMO class, UN number (See also Paragraph 4.4 Pre Notice Hazardous Containers)
- f) In case of Reefer or insulated Containers: temperature, ventilation, humidity, settings, for reefers or insulated Containers to be connected to the Reefer plug. (See also Paragraph 4.5 Pre Notice Reefer Containers)
- g) For OOG Container clear indication of over width/over length/over height
- h) For Uncontainerized Cargo all relevant information to allow the terminal to safely handling such cargo (See Paragraph 6.3 Uncontainerized Cargo)
 - Updated Export stowage plan intended for the specific call on a bay, row and tier basis complete with all the information needed by the Terminal Operator to prepare the Containership loading plan.
 - a) Stow Position on board where to stow the cargo to be loaded complete with POD and weight class indication
 - b) Stow Position for containers to be shifted or restowed
 - c) Stow Position of Hazardous containers with full respect of the segregation rules
 - d) Stow Position for Reefer containers
 - e) Stow Position for OOG containers

Special Loading Requirements

Pls send info to:
ufficiodocumentazionevessel@tdt.it

Special remarks such as under deck stowage, on deck stowage, far away from hot/cold, under sea level, protected stowage etc., shall be sent 24 hours prior Ship' arrival / before the Container enters the Terminal to the Ship Documentation Office.

The message shall be sent by Users and must contain User booking nr., ID number, Ship, POD, weight.

In case of discrepancies between orders sent by the User department and their agency, the instructions sent by the User shall prevail.

Discharge Information - Discharge List

Pls send info to:
ufficiodocumentazionevessel@tdt.it
edi@tdt.it (for EDI Messages only)

Information shall be sent (by EDI or e-mail) to Documentation (Ship Documentation), at least 24 hrs before Ship's arrival or 24 hrs before weekend or holidays.

The following is an indication of minimum info required:

- a) On carrier Container Ship name and voyage number
- b) ID number and type, size and Weight of Container
- c) Final destination and Port of Destination.
- d) Means of transport and/or delivery (truck, rail, feeder)
- e) In case of Hazardous Container: IMO class, UN number (See also Paragraph 4.4 Pre Notice Hazardous Containers)
- f) In case of Reefer or insulated Containers: temperature, ventilation, humidity, settings, for reefers or insulated Containers to be connected to the Reefer plug. (See also Paragraph 4.5 Pre Notice Reefer Containers)
- g) For Uncontainerized Cargo all relevant information to allow the terminal to safely handling such cargo (See Paragraph 6.3 Uncontainerized Cargo)

Transshipment Connection

Pls send info to:
ufficiodocumentazionevessel@tdt.it

Transshipment Containers shall be discharged at least 24 hours before arrival of connecting Ship, unless otherwise agreed by Terminal Operator. Should the port of loading be so close as to prevent the Line from providing this information within the above depicted deadline, a different time limit may be agreed between the Parties upon request of the Line, provided that such limit does not affect the vessel's planning.

3.4 Customs Clearance

Pls send info to:
docdoganale@tdt.it

Export Containers must be customs cleared and load ready in accordance with the Closing Time (see paragraph 14). Terminal Operator is not responsible for the short shipment of Containers that are not customs cleared (defined as being the time reported that the local competent authority releases the container for export). The User acknowledges and accepts that Terminal Operator cannot load containers and cargo without this clearance as provided by applicable law and regulations.

3.5 Loading EMPTY Containers

Pls send info to:
empty@tdt.it
ufficiodocumentazionevessel@tdt.it

Empties arrived by rail or road can be accepted only to be loaded onto the Containership, unless differently agreed. Empties are always loaded/released by size and type and not by ID number (e.g. the first available unit of the relevant type should be picked up).

4 **Receipt and Delivery**

4.1 General Information

User shall provide to Terminal Operator via EDI or mail one working days' notice prior to delivering export Containers, Non-Standard Containers or Uncontainerized Cargo to (stating booking reference and/or Container number, name of Ship, destination and all other vital details) and withdrawing import Containers Non-Standard Containers or Uncontainerized Cargo from the Container Terminal, with indication of expected truck arrival time.

4.2 Export Receiving Time

Pls send info to:
docgate@tdt.it
docdoganale@tdt.it

Admission of Export Containers is based on the enclosed table (see paragraph 14) showing the closing dates and time for the acceptance of Containers. This may be amended from time to time at the sole discretion of the Terminal Operator.

4.3 Receiving and Delivery Pre Notice

Pls send info to:
docgate@tdt.it
edi@tdt.it (for EDI Messages only)

For Import and Export Container, the User shall provide the Terminal with an EDI message to be supplied before the containers' arrival. The message shall report all the info as per relevant EDI message standard (Clause 7):

- a) Pre carrier Ship (for Import Container)
- b) On carrier Ship (for Export Container)
- c) Booking number
- d) POD (Port of Destination)
- e) Container general data (size, type, weight and only for export containers VGM qualifier if available)

The weight, should be actual gross combined total of Cargo, packaging and tare weight of the Containers in kilos.

User is responsible for correctness and accuracy of information.

Please note Containers for which pre-acceptance booking information is missing will be not be accepted into the terminal until such time as the information is corrected/provided. Terminal Operator shall not be held responsible for incorrect information.

4.4 Pre Notice Hazardous Containers

Pls send info to:

docgate@tdt.it

The entrance and the exit of hazardous goods containers into/out of the terminal must be authorised beforehand both by the Port Authority (for the stay), and by the Harbour Master (for the loading/unloading).

User's request for the acceptance or delivery of Hazardous Containers shall be sent to Container Control at least 24 hours before container's expected arrival or withdrawal.

The message must include all relevant information:

- a) Container number, User booking number IMO class, UN number, Flash point, Weight
- b) Pre carrier Ship name and voyage number
- c) Port of discharge
- d) On carrier Ship name and voyage number
- e) Delivery mode and time

For transport by rail, the acceptance number must be communicated together with the train relevant information (i.e. train number, departure station, arrival station, ETA, see also paragraph **Errore. L'origine riferimento non è stata trovata. Errore. L'origine riferimento non è stata trovata.**).

Please note Containers will not be received into the terminal where an acceptance number is missing/incorrect, until such time as the information is corrected/provided. The Terminal Operator is shall not be held liable for claims, errors, omissions.

Cut off time is 24 hrs before Ship's arrival.

For Import and Transhipment Containers Terminal Operator may need the "Dangerous Cargo Declaration" and/or the "Special IMO Cargo List" as soon as available by the User' agency.

4.5 Pre Notice Reefer Containers

Pls send info to:

reefer@tdt.it

docgate@tdt.it

edi@tdt.it (for EDI Messages only)

For Reefer Container, the User or designated agent shall issue booking/delivery order to Terminal Operator via e-mail/EDI message to the competent office stating the following compulsory information at least 24 hours before Container delivery or withdrawal.

For Each Reefer Container a Cooling Order shall be sent directly to the competent office 24 hours before Container's arrival at Terminal and not later than 19.00 hrs, the day prior to the expected receipt at the terminal or delivery from the terminal.

The Cooling Order shall contain:

- a) User Booking number

- b) Container ID number
- c) Size and type of Container
- d) Characteristics of the Cargo
- e) Set temperature and range (Min./Max.)
- f) Ventilation and humidity setting (if required)
- g) On carrier Ship and voyage
- h) Receiving/delivery mode
- i) Port of discharge

If the above is not respected container will not be accepted or delivered.

User is responsible for correctness and accuracy of information. Terminal Operator shall not be held responsible for incorrect information.

Please note Containers for which pre-acceptance booking information is missing will be not be accepted into the terminal until such time as the information is corrected / provided.

4.6 Pre Notice Uncontainerized / Break Bulk Cargo

Pls send info to:
documentazionegeneralcargo@tdt.it

User shall agree the date of receiving/delivery with the competent office. At least 24hrs before agreed date of receiving/delivery the User shall send a pre-notice via e-mail, telefax with specific containing:

- a) ID number provided by terminal (i.e. TDTY XXXX)
- b) Relevant identification codes (i.e. marks, labels, numbers, etc.
- c) Time of arrival
- d) See also paragraph 6.3 Uncontainerized Cargo for quotation procedure

In case of a variation on the operations originally agreed and quoted, a complete re-evaluation process by the competent office shall be required.

4.7 Delivery Order

Pls send info to:
docgate@tdt.it
docdoganale@tdt.it
edi@tdt.it (for EDI Messages only)

This document shall be delivered by the User by EDI (COREOR) or @mail to the competent office. At the same time, or immediately after the Terminal Operator send this info to the TPCS (Tuscan Port Community System), platform that digitalizes and simplifies the informatics flows of import used by Customer Forwarder in order to deliver the container. Note that if this above process is not provided, the trucker cannot enter Terminal area.

Delivery Order should contain:

- a) Name of Pre carrier Ship.

- b) Discharging date.
- c) Number of Bill of Lading (not compulsory).
- d) Customs forwarder.
- e) Container(s) ID (or Break Bulk ID Code).
- f) Delivery Order expiring date.
- g) In case of mail delivery date and signature of User agency representative.

4.8 Receiving and Delivery by Truck (Gate in – Gate Out)

Pls send info to:
docgate@tdt.it

On arrival at the Terminal, the trucker shall print one copy of the Equipment Interchange Receipt (EIR) by the Totem present near the competent office in order to deliver or receive the container. In case of Hazardous Container, Harbor Master' acceptance number is needed.

The Terminal Operator will only accept Containers and Cargo for one export sailing.

For import container withdrawal:

- a valid Delivery Order has to be send to the TDT
- the container must be custom cleared.

A limited number of containers may be agreed for urgent import delivery during Ship operations provided that all import procedures have been complied with.

4.9 Receiving and Delivery by Rail

Pls send info to:
rail.planning@tdt.it
edi@tdt.it (for EDI Messages only)

4.9.1. General

Yearly Forecast

Each MTO (Multi Transport Operator, intended as the subject that organizes the container transportation by train) shall send a yearly forecast concerning trains expected to arrive/departure from terminal to the competent office. Forecast should contain:

- a) Train Voyage code
- b) Days and time of arrival/departure
- c) Expected number of wagons
- d) Destination from/to

This program as well as any variation shall be agreed with Terminal Operator.

Weekly Forecast

Each MTO shall confirm the weekly program giving indication of trains eventually cancelled.

If there is any additional train (i.e. train not programmed in the yearly forecast), such train has to be agreed with Terminal Operator.

Daily Program

Forecast to be up-dated on daily basis for trains which are expected to arrive the day after.

4.9.2. Export Information

Before a train's departure from an Inland Terminal, MTO shall send a detailed message (the content to be mutually agreed beforehand) concerning train composition.

The following is an indication of the minimum info required:

- a) Train departure station
- b) Train Composition: wagons ID, matching Container ID/Wagon
- c) Container ID number, Weight, Size and type
- d) In case of Hazardous Container, Harbour Master' acceptance number is needed
- e) Loading Ship
- f) User Booking number
- g) Port of discharge
- h) User operator

4.9.3. Import Information

MTO shall send a loading order 48 hrs in advance. Loading order should contain:

- a) ID number of Containers to be loaded onto wagons
- b) Discharging Ship
- c) Train destination
- d) Place of delivery
- e) User/operator

A copy of train loading report will be sent to MTO, as soon as wagons are loaded.

Any change has to be communicated to Rail Planning Office by fax/by e-mail in due time.

5 Seal Inspection and Reporting

5.1 Container Seals

User shall affix the seal on the door on the right side

5.2 Technical Specification

The Terminal Operator shall inspect one seal per container.

5.3 Seals Number

User shall at all times provide the Terminal Operator with all details, against which the Terminal Operator shall verify same.

5.4 Inspection and Reporting

Receival: Presence and seal number are inspected. Details are provided in the Gate in report sent to the User by the Terminal Operator via EDI (edi@tdt.it) (CODECO).

Loading: Details confirmed in the Loading report sent to the User by the Terminal Operator via EDI (edi@tdt.it) (COARRI)

Discharging: Presence of the seal confirmed in the Discharge report sent to the User by the Terminal Operator via EDI (edi@tdt.it) (COARRI)

Delivery: Details are provided in the Gate out report sent to the User by the Terminal Operator via EDI (edi@tdt.it) (CODECO)

5.5 Missing/Replacement Seals

The Terminal Operator shall replace missing/broken seals upon discovery during the inspection process carried out at the Terminal's gate (export containers only). The Terminal Operator shall inform the User with the details of the revised seal.

5.6 Additional Services

Additional services may be performed as agreed from time to time between the User and the Terminal Operator.

6 Special Containers and Other Services

6.1 Hazardous Cargo

Pls send info to:
ufficiodocumentazionevessel@tdt.it
docgate@tdt.it

Containers entering the Terminal must be provided with the right labels reporting exactly the IMO class on the four external sides. In case of absence, the labels shall be affixed by TDT and the relevant costs shall be charged on the Line's account.

The entrance / exit, as well as the loading / discharging of dangerous goods must be carried out in compliance with the provisions of the decrees issued by the Port Authority and the Coast Guard.

6.2 Reefer Container Additional Services

Pls send info to:
doctrm@tdt.it

The services here below can be provided only after confirmation from the competent Office.

In any case a request, inclusive of all the relevant details and information, has to be sent via @-mail or fax at least one working day preceding the required service.

Reefer Container Services:

- a) Coordination for Reefer Container Repairs

6.3 Uncontainerized Cargo

Pls send info to:
docgeneralcargo@tdt.it

All requests regarding Uncontainerized Cargo shall be sent to the General Cargo Office by e-mail. Request shall contain:

- a) Detailed technical description of Cargo and possible packing.
- b) Sketches of Cargo and associated parts, also indicating lashing and lifting points.
- c) Exact gross weight of the pieces and dimensions
- d) Loading/Discharging (on flat rack, platform, open top or else), lifting and lashing instruction.
- e) Receiving/delivering instruction, date in which operations shall take place
- f) Name of pre and on carriage Ship.

The competent office will confirm the request and quote costs for the operation.

The User shall confirm its' acceptance in writing and confirm the expected entrance date with the Competent Office and shall quote on all communications/documentation a unique ID/Reference Number assigned by the Terminal Operator. All communications following the acceptance of Cargo shall be sent either to General Cargo Office.

All operations concerning the receiving/delivery to/from the Container Terminal of the Cargo and its loading/discharge onto the Ship will be supervised by Terminal Operator personnel; actual time required for the loading/discharging and receiving/delivery operations will be validated by Terminal Operator personnel; a representative from the Ship or a Surveyor are invited to attend if so required by the User.

Operation details and communications related to Shipment should also be sent to Documentation and Ship planning office.

6.4 Empty Container Management

Pls send info to:

empty@tdt.it

In principle, empty Containers may not be stored at the Container Terminal, except those empty Containers unloaded from and awaiting loading into User's Ships or on train.

Empty containers are stacked in the terminal in block stowage, separated by size and type only.

TDT reserves the right to limit the access of to-be-loaded empties in excess of the free stock.

Any specific segregation requirement by the User must be communicated and agreed with the Terminal Operator before the arrival in terminal of the unloading containership or prior container's Receiving and Delivery.

For any particular segregation in the yard (i.e. equipment off-hired, for sale, damaged, heavy payload, cold treatment, special pre-fix, etc.) a request shall be sent to the competent office specifying the requirements.

User acknowledges and accepts that empty Containers are delivered on random basis. In case specific criteria of any kind is required, User shall provide a minimum notice period of 5 working days to the Terminal Operator. After an internal assessment the TDT shall either confirm or reject.

The TDT can offer to the User the following services:

- a) Dry sweeping of containers;
- b) Sorting.

This service on empty containers shall be made by mutual agreement between The Terminal Operator and the User and is subject to agreement on specific requirements.

6.5 Inspections Laden Containers

Pls send info to:

ufficiodocumentazione@terminal.tdt.it
containercontrol@tdt.it

User's agent shall send the inspection request filling the form (available on demand at the container control office or by website: www.tdt.it) specifying if the Container is ordinary Hazardous or fumigated and send it by fax/by e-mail directly to the competent office not later than 11.00 hrs. the day preceding the required Container inspection.

The User shall declare whether or not the opening of the container may pose to any particular risk. This should be included in the request form document.

Whether any risk exists, the opening of the container can be made only after prior control by the port chemist and in compliance with any requirements specified therein.

In case of inspection to the exterior of container or to the seal, irrespective whether full or empty request shall be sent to competent office.

When opening any Container, the User shall provide all relevant documentation demonstrating that all the custom formalities have been performed.

Please note that inspection requests for export containers shall render such containers as not being available for loading until such time as they are cleared for loading by the local competent authority.

6.6 X-Ray Scanning

Pls send info to:
ufficiodocumentazioneterminal@tdt.it
containercontrol@tdt.it

The User shall send a specific request no later than 11.00 hrs the day preceding the required service.

6.7 Weighing, Labelling, Re-sealing Requests

Pls send info to:
ufficiodocumentazioneterminal@tdt.it
containercontrol@tdt.it

The User shall send a specific request no later than 11.00 hrs. the day prior the required service.

6.8 Mounting/Dismounting of Bundles or Mafi Bundles

Pls send info to:
empty@tdt.it
generalcargo@tdt.it

The services here below can be provided only after confirmation from the competent office.

The User shall send a specific request no later than 11.00 hrs the day preceding the required service.

6.9 Personnel Assistance for Survey

Pls send info to:
ufficiodocumentazioneterminal@tdt.it
containercontrol@tdt.it

The services here below can be provided only after confirmation from the competent office.

The User shall send a specific request no later than 11.00 hrs the day preceding the required service.

6.10 OOG Container Measuring

Pls send info to:
ufficiodocumentazioneterminal@tdt.it
containercontrol@tdt.it

The services here below can be provided only after confirmation from the competent office.

The User shall send a specific request no later than 11.00 hrs the day preceding the required service.

6.11 Stuffing and Stripping

Pls send info to:
ufficiodocumentazioneterminal@tdt.it
containercontrol@tdt.it
generalcargo@tdt.it

Stuff/Strip operation.

When operation is completed, Terminal Operator will send a confirmation notice.

7 Damage and Claims

Pls send info to:
claims@tdt.it

7.1 Damage Communication

Any alleged damage must be notified to the competent department as soon as possible in order to be able to check and verify immediately.

Damages on goods or containers noted during discharging operations are immediately notified by TDT by means of the "Container Interchange Receipt and Damage Report" which must be countersigned by the Ship's Command.

The TDT shall not be deemed responsible for any damage ascertained or notified after the gate out of the container.

8 General Information Requests

Pls send info to:
customer.service@tdt.it

All general inquiries should be referred to the Customer Service Office in the first instance.

9 Warehouse A4

Pls send info to:
docdoganale@tdt.it

Any full import container is assigned by the Customs to a temporary custody status named "A3". The A3 is assigned at the moment of the declaration of the container in the arrival manifest ("manifesto merci arrivo – MMA") and it is valid 90 days as from that moment.

Once the A3 status is over, the TDT is authorised to issue a document named "IM7" which puts the container in a private Customs warehouse until a final Customs destination is assigned to the container.

In order to issue the IM7, the cost of which will be on the Line's account, the TDT shall be provided by the Line with any document available (copy of the Bill of Lading, invoice, packing list, origin certificate).

The Container will be released only if the User will perform the custom formalities and will present, to the Terminal Operator, a copy of the relevant documentation (import declaration IM4 or other valid custom document).

10 ISPS Requirements and Safety procedures, Terminal Area admittance

10.1 Security

The Port Facility applies a Port Facility Security Plan approved by the Designated Authority in accordance with the ISPS Code as implemented by EU Regulation 725/2004 and according to the criteria applied under the National Program for Maritime Security. The IMO Port Facility is IT IMO ITLIV-0010.

The official approval of the Port Facility Security Plan can be verified through the GISIS system (Global Integrated Shipping Information System) at <http://gisis.imo.org>.

The Port Facility Security Plan contains, as required by international regulations, all instructions aimed at:

- Determine in which cases a Document of Security (DoS) has to be issued
- Access Control
- Monitoring of the port facility
- Restricted Areas
- Handling of cargo
- Ship's Stores
- Security's Communications

Details of Port Facility Security Officer and his Deputy, are available on the Directory (see paragraph 16 **Errore. L'origine riferimento non è stata trovata.**

The competent office (PFSO) will provide the operational information and procedures related to the items listed above, and will update the information when needed.

10.2 Safety

Terminal ensures the full respect of all legislation regarding safety and health at work. In this context, the terminal and the customer cooperate to maintain high security standards, exchange of all vital information regarding the risk assessments, preventive measures and emergency management.

On any vessel's call, TDT provides the Ship's Command with the documents (Instructions for Ship's Command, General Recommendations & Safety Rules) in order to inform the Ship's Command, and consequently the crew, about potential risks inside the Terminal.

It is understood, that in presence of risks not previously reported from the ship, the operations may eventually be suspended for the purpose of their assessment.

In case risks are present, the Terminal Operator and Vessel Master, shall determine and implement the most appropriate measures to eliminate or to reduce them.

In compliance with Decree 7/2014 issued by the Port Authority, the representative of cargo subject to radiometric inspection as per D.Lgs. 100/2011 must inform TDT, at least 12 hours before the vessel's arrival, about containers which must undergo a radiometric inspection.

The notice may identify a qualified technician designated by the cargo representative. Alternatively, the inspection will be carried out by TDT's qualified technician.

TDT will arrange a preliminary check upon discharging, to be carried out by properly trained staff, after which the containers will be grounded in a dedicated area and made available to the qualified technician appointed for the inspection.

Further to the negative result of the inspection, the containers will be transferred to the import containers' stacking areas and made available for the withdrawal.

11 EDI Messages

Pls send info to:
edi@tdt.it

All EDI message standards shall be in compliance with UN/EDIFACT-EDI standard messages that may be found at www.smdg.org
Messages from the Line to the TDT

1. Loading List (Coprar)
2. Discharge List (Coprar)
3. Pre notice Arrival (Truck information or Combination of container wagon train arriving)
4. Baplie
5. Movins
6. Coreor

Messages from TDT to the Line

1. Loading / discharging report (Coarri)
2. Gate in / out report (Codeco)

Each EDI message shall include the minimum data elements as described elsewhere in this Appendix III.

Detailed information regarding UN/EDIFACT – EDI messages are provided in attachment 4 EDI Messages exchange.

12 Summary of Data Interchange Requirements

12.1 Documents to be issued by User or Terminal Operator

List of information to be issued by the Terminal Operator and the User in order to ensure efficient Terminal Operation and dispatch of Containership as outlined in the clauses of the Terminal Contract:

DOCUMENTS / INFORMATION	ISSUED BY	
	Line	TDT
Containers' Receipt		
Receiving order (•) (by EDIFACT message to TDT)	x	
Loading lists (•) (by EDIFACT message to TDT)		
(15.00 hrs the day before vessel's arrival)	x	
Shipping order/Customs documents telematic transmission via E-Port	x	
VGM via EDIFACT message (Coparn/Vermas/Coprar)	x	
Documentation for Containers:		
Hazardous/reefer/specials, etc.	x	
Interchange Receipts (on the Line's request)		x (*)
Daily report on discharged containers (•)		x
Containers' Delivery		
Withdrawing notice		
(24 hours before delivery) telematic transmission via E-Port	x	
Customs Documentation	x	
Delivery Order	x	
Gate Pass/interchange		x
Daily report on reloaded containers (•)		x

<u>Vessels' Loading Operations</u>		
Vessels' first ETA (as per M.A. rule nr. 32/2001)	x	
Final ETA Notice (as per M.A. rule nr. 32/2001)	x	
Estimated Stowage Plan	x	
Final Stowage Plan		x
Report on loaded containers (•)		x
DOCUMENTS / INFORMATION	ISSUED BY	
	Line	TDT
<u>Vessels' Discharging Operations</u>		
Vessels' first ETA (as per M.A. rule nr. 32/2001)	x	
Final ETA notice (as per M.A. rule nr. 32/2001)	x	
Baplie	x	
Vessels' Discharge Plan including Manifest		
for dangerous cargo/reefer/oversize/special containers, etc.	x	
Discharging List via EDIFACT message Coprar	x	
Discharging List data processing as:		
- Import Customs Manifest Declaration (made by Custom Broker) (**)	x	
- Delivery Order print-out (made by the Agent)	x	
Particular container data also indicating:		
Weight, size, height and transportation mode (t/s, rail, truck), etc.	x	
Report on offloaded containers (•)		x
Damage Report		x
Discharge Report		x

(*) = on request

(**) = to be submitted in accordance with Customs laws and provisions
 (•) = telematic transmission in EDIFACT format

With the full functioning of the EC regulation 648/2005 (security amendment to the Community Customs Code), the transmission of the departure manifest (MMP) must be supplied before the closing time.

13 EDI messages exchange

13.1 Contractual

SHIP PLANNING		
Name	Function	Version
Baplie	Bayplan	95B (1.5,2.0,2.2)
Movins	Stowage instructions	1.5-2.0

CONTAINER MESSAGES		
Name	Function	Version
Coreor	Delivery EDI	00B
Codeco	Gate in/out report	95B e 00B
Coarri	Load/discharge report	95B
Coprar	Load/discharge order	95B e 00B
Coparn	Pre arrival notification (booking), VGM declaration	95B e 00B
Tpfrep	Performance report	00B

14 Attachment 1 Closing Time and Start Operation and Gangs Calling Requirement

CLOSING TIME						
Start Vsl Operations	Shift	ETA/Load/Disch bay plan (48h before vsl berth)	Confirm ETA and Start Operations (36h before vsl berth)	Load/Disch list readiness (24h before vsl berth)	Gate Acceptance	Custom Cleared
MONDAY	07:30 - 13:30 I	up to SAT 07:30	up to SAT 19:30	up to SUN 07:30	up to 12:00 of SAT	up to 13:00 of SAT
MONDAY	13:30 - 19:30 II	up to SAT 13:30	up to SAT 01:30	up to SUN 13:30	up to 12:00 of SAT	up to 13:00 of SAT
MONDAY	19:30 - 01:30 III	up to SAT 19:30	up to SUN 07:30	up to SUN 19:30	up to 10:00 of MON	up to 11:00 of MON
TUESDAY	01:30 - 07:30 IV	up to SUN 01:30	up to SUN 13:30	up to SUN 01:30	up to 14:00 of MON	up to 15:00 of MON
TUESDAY	07:30 - 13:30 I	up to SUN 07:30	up to SUN 19:30	up to MON 07:30	up to 15:00 of MON	up to 16:00 of MON
TUESDAY	13:30 - 19:30 II	up to SUN 13:30	up to MON 01:30	up to MON 13:30	up to 15:00 of MON	up to 16:00 of MON
TUESDAY	19:30 - 01:30 III	up to SUN 19:30	up to MON 07:30	up to MON 19:30	up to 10:00 of TUE	up to 11:00 of TUE
WEDNESDAY	01:30 - 07:30 IV	up to MON 01:30	up to MON 13:30	up to MON 01:30	up to 14:00 of TUE	up to 15:00 of TUE
WEDNESDAY	07:30 - 13:30 I	up to MON 07:30	up to MON 19:30	up to TUE 07:30	up to 15:00 of TUE	up to 16:00 of TUE
WEDNESDAY	13:30 - 19:30 II	up to MON 13:30	up to TUE 01:30	up to TUE 13:30	up to 15:00 of TUE	up to 16:00 of TUE
WEDNESDAY	19:30 - 01:30 III	up to MON 19:30	up to TUE 07:30	up to TUE 19:30	up to 10:00 of WED	up to 11:00 of WED
THURSDAY	01:30 - 07:30 IV	up to TUE 01:30	up to TUE 13:30	up to TUE 01:30	up to 14:00 of WED	up to 15:00 of WED
THURSDAY	07:30 - 13:30 I	up to TUE 07:30	up to TUE 19:30	up to WED 07:30	up to 15:00 of WED	up to 16:00 of WED
THURSDAY	13:30 - 19:30 II	up to TUE 13:30	up to WED 01:30	up to WED 13:30	up to 15:00 of WED	up to 16:00 of WED
THURSDAY	19:30 - 01:30 III	up to TUE 19:30	up to WED 07:30	up to WED 19:30	up to 10:00 of THU	up to 11:00 of THU
FRIDAY	01:30 - 07:30 IV	up to WED 01:30	up to WED 13:30	up to WED 01:30	up to 14:00 of THU	up to 15:00 of THU
FRIDAY	07:30 - 13:30 I	up to WED 07:30	up to WED 19:30	up to THU 07:30	up to 15:00 of THU	up to 16:00 of THU
FRIDAY	13:30 - 19:30 II	up to WED 13:30	up to THU 01:30	up to THU 13:30	up to 15:00 of THU	up to 16:00 of THU
FRIDAY	19:30 - 01:30 III	up to WED 19:30	up to THU 07:30	up to THU 19:30	up to 10:00 of FRI	up to 11:00 of FRI
SATURDAY	01:30 - 07:30 IV	up to THU 01:30	up to THU 13:30	up to THU 01:30	up to 14:00 of FRI	up to 15:00 of FRI
SATURDAY	07:30 - 13:30 I	up to THU 07:30	up to THU 07:30	up to FRI 07:30	up to 15:00 of FRI	up to 16:00 of FRI
SATURDAY	13:30 - 19:30 II	up to THU 13:30	up to THU 07:30	up to FRI 07:30	up to 15:00 of FRI	up to 16:00 of FRI
SATURDAY	19:30 - 01:30 III	up to THU 19:30	up to THU 07:30	up to FRI 07:30	up to 10:00 of SAT	up to 11:00 of SAT
SUNDAY	01:30 - 07:30 IV	up to FRI 01:30	up to THU 07:30	up to FRI 07:30	up to 12:00 of SAT	up to 13:00 of SAT
SUNDAY	07:30 - 13:30 I	up to FRI 07:30	up to FRI 19:30	up to SAT 07:30	up to 12:00 of SAT	up to 13:00 of SAT
SUNDAY	13:30 - 19:30 II	up to FRI 13:30	up to SAT 01:30	up to SAT 13:30	up to 12:00 of SAT	up to 13:00 of SAT
SUNDAY	19:30 - 01:30 III	up to FRI 19:30	up to SAT 07:30	up to SAT 19:30	up to 12:00 of SAT	up to 13:00 of SAT
MONDAY	01:30 - 07:30 IV	up to SAT 01:30	up to SAT 13:30	up to SAT 01:30	up to 12:00 of SAT	up to 13:00 of SAT

Should Customs laws and provisions be changed, Customs clearance closing time would be amended accordingly.

15 Attachment 2: General Conditions for Discharging/Loading DG Cargoes

General Conditions for Storage/Discharging/Loading/Transhipment/Transit IMO Cargoes in Leghorn							
CLASS N°	DESCRIPTION	STORAGE ALLOWED AT PORT (max 30 days)	EXPORT (LOAD)	IMPORT (UNLOAD)	TRANSHIPMENT	TRANSIT	REMARKS
CLASS 1 EXPLOSIVES							
Div. 11		NO	NO	NO	NO	NO	
Div. 12		NO	NO	NO	NO	NO	
Div. 13		NO	NO	NO	NO	YES See remarks	Transit of: 13C requires the local Authorities approval on a case by case basis, after submitting all the special paperworks.
Div. 14		NO	NO	NO	NO	YES See remarks	Transit of: 14C, 14G, 14B requires the local Authorities approval on a case by case basis, after submitting all the special paperworks.
Div. 14 S		NO	YES See remarks	YES See remarks	NO	YES without restrictions	Load/Unload subject to Authorities authorization - DIRECT LOAD/UNLOAD ONLY*
Div. 15		NO	NO	NO	NO	NO	
Div. 16		NO	NO	NO	NO	NO	
CLASS 2 GASES							
Div. 2.1	Flammable gases	YES	YES See remarks	YES See remarks	YES See remarks	YES	Load/Unload: if in Tank container - DIRECT LOAD/UNLOAD ONLY* - Load/Unload/Transhipment: UN 2037 and UN 1057 subject to inspection before Terminal Entrance/Unloading
Div. 2.2	Non-Flammable	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Load/Unload: 2.2 with subsidiary risk 5.1 & if in Tank container - DIRECT LOAD/UNLOAD ONLY*
Div. 2.3	Toxic Gases	NO	YES See remarks	YES See remarks	NO	YES	Load/Unload: DIRECT LOAD/UNLOAD ONLY*
CLASS 3 FLAMMABLE LIQUIDS							
3		YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 3 PG I if in Tank container: DIRECT LOAD/UNLOAD ONLY*
CLASS 4 FLAMMABLE SOLIDS							
Div. 4.1	Flammable solids	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Self reactive substances type B, C and D: DIRECT LOAD/UNLOAD ONLY* Solid desensitized explosives subject to inspection before ship unloading
Div. 4.2	Spontaneously combustible	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 4.2 PG I: DIRECT LOAD/UNLOAD ONLY*
Div. 4.3	Dangerous when wet	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 4.3 PG I: DIRECT LOAD/UNLOAD ONLY* UN 1340, UN 1402, UN 1405, UN 1408, subject to inspection before Terminal entrance
CLASS 5 OXIDIZING/ORGANIC							
Div. 5.1	Oxidizing agent	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 5.1 PG I or PG II if in Tank container: subject to restrictions & Terminal space availability (max 16); Calcium Hypochlorite (UN 1748, UN 3485, UN 2208): DIRECT LOAD/UNLOAD ONLY*; Ammonium Nitrate (UN 1942, UN 2426, UN 3375): DIRECT LOAD/UNLOAD ONLY*
Div. 5.2	Oxidizing peroxide	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Organic Peroxides type B, C and D: DIRECT LOAD/UNLOAD ONLY*
CLASS 6 TOXIC/INFECTIOUS							
Div. 6.1	Toxic substances	YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 6.1 PG I if in Tank containers: DIRECT LOAD/UNLOAD ONLY* Cyanides (All Segregation Group 6): DIRECT LOAD/UNLOAD ONLY*
Div. 6.2	Infectious substances	NO	YES See remarks	YES See remarks	NO	YES	Load/Unload: DIRECT LOAD/UNLOAD ONLY*
CLASS 7 RADIOACTIVE MATERIALS							
		NO	YES See remarks	YES See remarks	NO	YES See remarks	Load/Unload: DIRECT LOAD/UNLOAD ONLY* Transit: allowed if stowed Under Deck and cargo ops doesn't work in the same hold
CLASS 8 CORROSIVES							
		YES See remarks	YES See remarks	YES See remarks	YES See remarks	YES	Cl. 8 PG I if in Tank containers: DIRECT LOAD/UNLOAD ONLY*
CLASS 9 MISC. DANGEROUS GOODS							
		YES	YES	YES	YES	YES	