

Pre-arrival Procedure Format (Page 1)

[Unified format for Captain of the Port, The Port Management Body, District Transport Bureau and Japan Coast Guard Office]

- Application to load/discharge dangerous goods
 Application for berth assignment
 Application for berth change
 Application for moorings
 Report on Financial Security Information based on the Law on liability for Oil Pollution Damage
 Report on the Security Information of Ships based on the Law for the Security of Ships and of Port Facilities

※ You can use this format as a Report on the Security Information of Ship based on the Law for the Security of Ships and of Port Facilities, a Report on the Financial Security Information based on the Law on Liability for Oil Pollution Damage and Application to load or discharge dangerous goods, for berth assignment and for berth change under the port Regulations Law and as an Application for moorings

Captain of the Port
 The port Management Body
 Director General of the District
 Transport Bureau
 Chief of Coast Guard
 (office of station)

Name of Master AUNG ZIN

Name of Applicant _____

Address of Applicant _____

Name of the person in charge/contact address _____

[Coastal Ocean going]

Basic information	Name of ship CRYSTAL WAY		IMO number(or number of ship/ fishing boat registration number) 9260976	
	Type of ship	<input checked="" type="checkbox"/> cargo vessel <input type="checkbox"/> container vessel • <input type="checkbox"/> passenger vessel • <input type="checkbox"/> oil tanker • <input type="checkbox"/> fishing vessel • <input type="checkbox"/> other] [S.S • M.S • sailing ship with engine • other]		
	Flag state PANAMA		Port of registry PANAMA	
	Gross tonnage 9004	International gross tonnage 9004	Dead weight tonnage 9756.32 t	Length overall 119.33 m
	Communication system	Call sign HOAD	Other communication system tel:09044727785, fax:335230812, <crystalway@marine-onair.net>	
Owner, operator and agent	Ship's owner <Name> Cypress Navigation Co., S.A <Address> Edificio Abopan, Calle 32 ESTE, NO.3-32, Panama, Republic of Panama <TEL, FAX> + 81 898 41 9664, + 81 898 41 5503			
	Ship's operator <Name> Toko Kaiun Kaisha Ltd., <Address> Toko Building, 1-8-10, Nihonbashi-Muromachi Chuo-Ku, Tokyo 103-0022, Japan <TEL, FAX> + 81 3 3281 6664, + 81 3 3271 3130			
	Ship's agent <Name> Maguchi transportation co.ltd , Senboku <Address> _____ <TEL, FAX> 6 6572 7201 , fax : 6 6572 7205			
Arrival information	Port of arrival Kishiwada		Expected date and time of arrival of ship in port 7 TH April 1800 hr.	
	Purpose to berth Cargo operation		Anchorage ground desired	Period of anchorage
	Moorings of arrival		<Code>	
	Date-time of arrival		Date-time of departure 7 TH April 1800 hr.	
	Berth change from		Berth change to	
	Reason for berth change		Date and time of berth change	Period of stay
	In or Shift [In • Shift]		Port or Starboard [Port • Starboard]	
	Name of ship which lays aboard or laid aboard Crystal Way		Maximum draft 8.20 m	
Voyage information	Name of line (Service) Toko Line		[Priority for berthing • Liner • Trampler]	
	Port of provenance MALAYSIA	Last port KUANTAN	Next port	Port of destination
	Entry position into specific area and ETA <Position> [Tokyo Bay • Ise Bay • Kii Channel • Bungo Channel • Kanmon Channel] <Date and time> KII CHANNEL : 7 TH April 1800 hr.			

Name of ship CRYSTAL WAY			IMO number (or number of ship/ fishing boat registration number) 9260976			
Cargo information	Landing cargo in this country			Cargo on board		
	Port of arrival	<Name • Port of loading> KUANTAN	<Quantity> M T	<Name> WOOD CHIP	<Quantity> MT	
	Other ports (when the port of arrival is the first port in this country)	N. A	N. A			
Dangerous goods information		Proper shipping name (port of loading), Class, UN number, Packing group, Flash point (°C)	Number of packages, Mass net	Stowage position on board		
	arrival	N.A.				
	departure	N.A.				
Dangerous goods handling information	Dangerous goods handling agent's name and telephone number					
	Period of dangerous goods handling					
Financial security information	Holder of financial security [Yes • No]		Certificate number (if you possess certificate issued by MLIT or CLC certificate issued by foreign country)			
	Fill in these items unless you possess the certificate mentioned above	① Name of insurer or guarantor		JAPAN P & I CLUB		
		② ID number of certificate issued by the insurer or guarantor		IB 000856		
		③ Duration of insurance or other financial security		20 Feb 2010 TO 20 Feb 2011		
		④ Does financial security cover both bunker oil pollution damage and the cost of ship wreck			[Yes]	
		⑤ Amount limit of insurance or other financial security		UNLIMITED / USD ONE BILLION		
Record of entering Japanese port within past 1 year?			[Yes]			
Remarks						

Pre-arrival Procedure Format (Page 2)

Name of ship CRYSTAL WAY		IMO number (or number of ship/ fishing boat registration number) 9260976		
Report on the security information of ship	Equipment of ship security alert system <p style="text-align: center;">[Yes]</p>	Ship's operating security level <p style="text-align: center;">ONE</p>	Date time and location of the ship at the time the report is made <Date and time> 30 MAR 2010, 0800LT <Position>	
	Number of ISSC and name of its issuing authority <Number>200903018 <Issuing authority>Panama Maritime Authority	Name and contact point of Company security officer <Name> SAW WIN THANT <Contact point> +65 92953004	Name and position of Ship security officer <Name> AUNG ZIN <Position> MASTER	
	Extended Japanese domestic voyage [Yes • No]			
	All ports of call in Japan after departure and schedule of entrance			
	①<Port of call> (1st loading port, not yet fixed)	<Berth>	<Time and date>	
	②<Port of call> Yokohama	<Berth>	<Time and date>	
	③<Port of call> Kobe	<Berth>	<Time and date>	
	④<Port of call>	<Berth>	<Time and date>	
	⑤<Port of call>	<Berth>	<Time and date>	
	Entry position into specific area and ETA after Departure			
	①<Entry position> [Tokyo Bay / Ise Bay / Kii Channel / Bungo Channel / Kanmom Channel] <Time and date> ISE BAY : 20 FEB' 10 , 20000 LT	②<Entry position> [Tokyo Bay / Ise Bay / Kii Channel / Bungo Channel / Kanmom Channel] <Time and date>		
	③<Entry position> [Tokyo Bay / Ise Bay / Kii Channel / Bungo Channel / Kanmom Channel] <Time and date>	④<Entry position> [Tokyo Bay / Ise Bay / Kii Channel / Bungo Channel / Kanmom Channel] <Time and date>		
	※ Fill in these items on last ten ports of call			
	Name of country	Name of port	Date of arrival	Date of departure
	Japan	Nagoya	26-Feb-10	2-Mar-10
Japan	Yokohama	3-Mar-10	4-Mar-10	
Taiwan	Kaohsiung	9-Mar-10	11-Mar-10	
China	Hong kong	12-Mar-10	12-Mar-10	
China	Huangpu	13-Mar-10	15-Mar-10	
Vietnam	Haiphong	17-Mar-10	17-Mar-10	
Vietnam	Hochiminh	20-Mar-10	20-Mar-10	
Thailand	Siam Sea Port	22-Mar-10	24-Mar-10	
Thailand	Bangkok	24-Mar-10	25-Mar-10	
Malaysia	Kuantan	27-Mar-10	30-Mar-10	

Ship security level at those ports	Additional security measures
① One	① [Yes / No] <Detail>
② One	② [Yes / No] <Detail>
③ One	③ [Yes / No] <Detail>
④ One	④ [Yes / No] <Detail>
⑤ One	⑤ [Yes / No] <Detail>
⑥ One	⑥ [Yes / No] <Detail>
⑦ One	⑦ [Yes / No] <Detail>
⑧ One	⑧ [Yes / No] <Detail>
⑨ One	⑨ [Yes / No] <Detail>
⑩ One	⑩ [Yes / No] <Detail>
Cruising speed 12.5 kts	All security incidents and other practical security related information
Crew List Please attach Crew List filling all the necessary information. (name, nationality, date of birth, seaman's passport No., rank or rating.)	
Passenger List Existence of passengers (Yes / No / undetermined) Please attached Passenger List filling all the necessary information (name, nationality, date of birth, passport No., port of embarkation and disembarkation.)	

- Submit Page 1 to all the offices you apply or report to. (If you use public moorings, you should submit Page 1 when you apply for the public moorings).
You should not submit this format before either of the prior; by noon of the day before arrival or 24 hours before arrival. If the day you submit the format is a holiday, you should submit before noon of the workday before the holiday. (Note: When you enter into specific area and ETA from a foreign port, "arrival" is replaced by "entry into specific area and ETA")
- Submit page 2 only to Japan Coast Guard if necessary. You should submit 24 hours before arrival.
- When you apply to Captain of the Port, you should sign your name in "Name of applicant"
- For a coastal ship, fill in "Other communication system" only with a call sign.
- "Record for entering Japanese port during the past year" includes the entrance into the specific area of the "Non-tanker-ships" within the past year.
- Fill in "Port of loading" of "Cargo information" section and "Dangerous goods information" only when you enter from a foreign port.
- A coastal ship does not need to fill in "Other ports in this country" of "Name, port of loading and quantity of landing cargo"
- Dangerous Goods (DG) [if any]. Please notify us of "DG to be discharged" and "DG not to be discharged" on arrival, and "Loaded DG" on departure, respectively. As for "DG not to be discharged", please indicate the condition of the place where DG is stored, "OPEN" or "CLOSED", in the column of "Storage Position onboard".
- Dangerous goods handling information [if applicable]. It is to be written by the cargo handling agent.
- When you choose "Yes" in "Extended Japanese domestic voyage (Yes, No)", you do not need to fill in both "All ports of call in Japan after departure and schedule of entrance" and "Entry position into specific area and ETA after departure".
- In Page 2, when ports in Japan are included in past 10 ports, you can start the list with the latest port of call in Japan.