The following replaces all previous correspondence into one reference document. In addition, MIT has reviewed and modified our procedures and guidelines to reflect actual operating conditions. Some rules and guidelines have been deleted while others have been added. As MIT continues to grow, we will be relying upon our customer's observation of MIT rules to assist MIT in providing the best possible service at all times. As always, we pledge flexibility as circumstances permit.

Yours truly,
MANZANILLO INTERNATIONAL TERMINAL – PANAMA, S.A.

THOMAS D. NEWMAN
Port Administrator
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A. TUGS, PILOTS AND ANCILLARY SERVICES

- **SERVICE**

  - The ship’s agent is responsible for contracting the tugs, pilot, and ancillary services. MIT does not have an exclusive contract for the above services other than security.

  - Any/all contractors selected by the customer/agent must satisfy all of MIT’s approval criteria prior to receiving permission to operate at MIT, as outlined by the Security Department.

  - The ship’s agent is responsible for notifying the tug, pilot, and other ancillary service providers of the vessel’s arrival and departure information. Access to be coordinated with and approved by the relevant MIT department.

B. ARRIVAL AND DEPARTURE REQUIREMENTS

- **ARRIVAL**

  - All traffic is considered to have arrived MIT waters when:
    - Arriving at MIT sea buoy, or
    - Arriving at Mole buoy traveling northbound.

  - Vessel ETA must be confirmed in writing 24 hours in advance of arrival.
    - All times should be at the MIT sea buoy.
    - MIT must be updated with subsequent changes.

- **DEPARTURE**

  - All vessels must be prepared to depart within 30 minutes after completion of cargo operations.

  - Failure to depart within 30 minutes of completion of cargo operations will subject the line/vessel to remuneration of all expenses in association with the delay of any other vessel(s) unless receiving prior written consent of MIT to remain on berth.
- All requests to remain on berth longer than 30 minutes must submit for and receive written approval from MIT operations in advance of completion of cargo operations.

- A customer’s vessel representative must be available on the final shift.

C. BERTHING

  o PRIORITY

- The berthing policy will be based on a first-come, first-served basis, except for the shipping lines with berths assigned by contract and for operational flexibility.

  o DOCUMENTATION

- Berthing may not be permitted unless there is full compliance with the required documentation being delivered to MIT a minimum of 18 (eighteen) hours prior to cargo operations.

  o CARGO AVAILABILITY

- Berthing may not be permitted if all export containers are not on the terminal and if there is another vessel waiting a berth.

  o BUNKERING

- Bunkering/fueling of a vessel at MIT from a tank truck or barge alongside the vessel or offshore side of the ship will only be permitted subject to the formal written request by the agent with written authorization from MIT prior to the commencement of operations.
  
  - Bunkering start time, duration, and finish time must be submitted with each request.
  
  - All approved requests must have a MIT stamp and signature.

- All bunkering/fueling operations must be completed prior to the completion of cargo operations unless otherwise agreed to by MIT operations in writing.

  o DAMAGES

- MIT’s primary course of action to recover damages caused by a vessel will be against the steamship line.

D. GANGS

  o ORDERING GANGS – DEADLINES
- Notification of vessel ETA and arrival information must be received 48 hours in advance of, and as a prerequisite to, ordering gangs.

- Gang-ordering Monday night shift thru Saturday deadlines are as follows:
  - Day Shift: Noon of the previous day.
  - Night Shift: 1600 the previous day.

- Sunday thru Monday Gang ordering are as follows:
  - Sunday Day: By 1200 Saturday
  - Sunday Night: By 1200 Saturday
  - Monday: by 1200 Saturday

Note: Exception – Monday Night Shift can be ordered by noon (1200) Monday.

  o CANCELLATION OF GANGS

- Day Gangs
  - Prior to 1700 the day before: 4-hour minimum to be billed.
  - After 1700 the day before: 8-hour minimum to be billed.

- Night Gangs
  - Before 1200 same day: 4-hour minimum to be billed.
  - After 1200 same day: 8-hour minimum to be billed.

  o GANG ALLOCATION

- By MIT discretion based on availability, vessel priority and commitments.

- Gangs may not be allocated as requested if required documentation is not received prior to the designated documentation cut-off times.

  o START TIMES

- Normal shift starting times:
  - Day Shift: 0700
  - Night Shift: 1900

- Starting times may be requested one hour before or after normal hours.

- Starting time requested before 0700 or 1900 will be considered on a case-by-case basis.

  o HOLIDAYS

- The following holidays are observed at MIT:
  - 1 January New Year’s Day 20% surcharge
- The cargo gate will be closed during MIT holidays except that:
  - Special holiday gates can be arranged under the specific terms and conditions posted in the MIT circular published prior to the ensuing holiday.

- Vessel operations will be conducted 365 days.

- Pending gang availability, a 20 (twenty) percent cargo-handling surcharge is applicable during the following periods:
  - 07:00 1 January through 07:00 2 January;
  - 07:00 25 December through 07:00 26 December
  - 07:00 Good Friday through 07:00 next day

- Free time for local cargo will be extended one additional day to compensate for the observed holiday, when it falls Monday through Saturday.
  - Only one free-time extension will be granted when multiple holidays fall within the original free-time period.

E. LINESMEN

- Provided by MIT one half hour before posted ETA or ETD of vessel at the terminal.

- Unauthorized delays to scheduled arrivals and/or departures greater than one half (1/2) hour will be charged at the rate of $106.00 per hour or fraction thereof.

F. TERMINAL

  o GATE

- Normal gate hours are:
  - **Import cargo and empty containers**: 0800 to 1700 Monday through Friday, and 0800 to 1200 noon on Saturday.
  - **Export cargo**: 0800 to 1800 Monday through Friday, and 0800 through 1200 noon on Saturday.
- Late gate is a gate operation performed outside the normal gate hours.
  • Late gates may be arranged by request of the steamship line agency only.
  • Late gate requests must be filed no later than 1600 same day up to midnight.
  • Late gate requests must be filed no later than 24hrs prior notice for a Full Late Gate until 0500AM next day.

- All late gate requests must be accompanied by a complete list of containers to be received or delivered by MIT.
- If documents accompanying requests for late gate are incomplete or non-specific, MIT will provide service until the last container provided by list has entered or exited, but will collect until the beginning of the next MIT gate period.
- All late gate request requirements must be met by the customer to ensure that customs, quarantine and MIT labor will be available.
- Late gate fee is $225.00 per hour, with the following restrictions:
  • Monday to Friday: one (1) hour extension from 1800 until 1900 hours, then four (4) additional hours minimum after 1900 hours.
  • Weekend/holidays: minimum four (4) hours

- Overweight containers - Any export containers that are determined to be overweight will be rejected and must pay a $265 handling fee.

- Over-dimensional containers requiring special handling - All over-dimensional import or export containers requiring the use of cables or straps will be billed an additional $95 per occurrence. This fee must be cancelled at the demurrage window.
  
  o EMPTY BOOKOUT/EDO
  • An Empty Bookout fee is applied to all Empty Gate-Out moves that do not return to MIT in a 30-day period.

  o INSPECTION OF EMPTY CONTAINERS – CARGO GATE

- Inbound Empties - Empty container equipment entering through the MIT cargo gate is inspected for damage, cleanliness, overall conditions and the presence of contraband according to the following procedures:
  • The trucker opens doors of container and places mobile stairs against back end of container.
  • MIT Security K-9 Team randomly conducts checks on empty containers entering the port.
  • MIT Gate Checker enters container and inspects for cleanliness and the presence of holes, cuts or tears in the container.
  • If the container is dirty (paper, shrink wrap, cardboard, etc.), the trucker is instructed by MIT checker to clean the container. If the amount of
rubbish is too excessive or the trucker refuses to clean the container, the container is rejected by MIT and sent back to consignee for cleaning.

- If a hole, tear or cut is detected, this damage along with its location on the container is noted on the Equipment Interchange and Inspection Report (EIR), a copy of which is given to the trucker and to the steamship line.
  - If MIT’s Container Equipment Maintenance Department (CEM) works with the s/s line, the container is segregated pending CEM inspection/quotation.
  - If CEM does not work with the s/s line, the container is segregated pending evacuation order from the line.
- MIT clerk inspects the outside of container for overall condition and notes this condition on the EIR.
- Container is assigned a seal of the s/s line by the MIT seal inspector. Said seal is recorded both in the seal inspector’s log as well as MIT’s computer system and is printed on the EIR.
- Seal is applied to container by MIT security.
- Special requests for inspections or services, such as securing tarpaulins on open-top containers, sealing these units with cable seals, etc. will be agreed upon on a case by case basis, depending on the requirements of the customers.

- Outbound Empties – Empty container equipment exiting MIT is inspected for overall conditions by MIT personnel. The trucker is responsible for inspecting the equipment internally for damage and cleanliness.
  - Truckers are responsible to decide if a container is suitable for the purpose of the consignee. Prior to gating out, containers may be replaced at no additional charge, until the trucker is satisfied with the condition of the unit. MIT will not assume responsibility for the condition of a container once it has gated out.
  - MIT checker inspects overall conditions of exterior of container and notes this on the inspection portion of the EIR.
  - MIT security reconfirms that the container is empty before exiting terminal.

- LOAD LIST/EMPTY REQUEST/CARGO CUT-OFF TIMES – CONTAINER
  - A complete load list of all containers/cargo must be received at MIT no later than 1200 (noon) for the night shift and/or the next day shift.
  - MIT does not permit the receipt of containers after 1500 prior to the ensuing night vessel operations shift or after 1700 for the ensuing day vessel operation shift. A $118 per container charge will be assessed for each container/cargo unit not physically received prior to the cutoffs above.
- MIT normally will not accept any cargo for a vessel after it commences work. The acceptance of cargo against the vessel once it commences work is not automatic and is subject to ALL of the following:
  • The vessel working schedule;
  • Prior authorization and mutual consent of both MIT and the lines’ port captain/representative.
  • A $74 per container charge is collectable for every container accepted against the vessel as submitted on the final load list;
  • A $106 per container charge is collectable for any NEW addition to the load list accepted against the vessel.

  o LOAD LIST/CARGO CUT-OFF TIMES – Ro-Ro Cargo/Breakbulk Cargo

- A complete load list of all Ro-Ro Cargo or Breakbulk Cargo must be received at MIT no later than 1200 (noon) for the night shift and/or the next day shift.

- MIT does not permit the receipt of Ro-Ro Cargo or Breakbulk Cargo after 1500 prior to the ensuing night vessel operations shift or after 1700 for the ensuing day vessel operation shift. A $118 per automobile or flatbed/cargo charge will be assessed for each automobile or flatbed/cargo unit not physically received prior to the cutoffs above.

- MIT normally will not accept any cargo for a vessel after it commences work. The acceptance of cargo against the vessel once it commences work is not automatic and is subject to ALL of the following:
  • The vessel working schedule;
  • Prior authorization and mutual consent of both MIT and the lines’ port captain/representative.
  • A $74 per automobile or flatbed/cargo charge is collectable for every automobile or flatbed/cargo accepted against the vessel as submitted on the final load list;
  • A $106 per automobile or flatbed/cargo charge is collectable for any NEW addition to the load list accepted against the vessel.

  o FREE TIME AND DEMURRAGE

- Domestic cargo is subject to 7 (seven) calendar days of free time.

- Transshipment cargo free time is arranged by contract.

- Demurrage will be assessed after free time expires.

- Cargo remaining at the terminal over the allocated free time will be subject to the following fees:
- Container cargo: $25 per TEU per day
- Ro-Ro cargo under 20T: $15 per unit per day
- Ro-Ro cargo over 20T: $25 per unit per day
- Breakbulk cargo: $11 per ton per day
- Cargo over mafi: $50.00 per mafi day

- All demurrage charges must be paid by the receiver prior to release of the cargo, unless otherwise guaranteed by the steamship line.
  - Only cash or certified check will be accepted for demurrage in excess of $500.

- Cargo remaining on MIT property longer than 50 (fifty) consecutive days or when demurrage charges exceed the value of the cargo shall be subject to lien or sale of cargo to pay any/all accrued costs, including legal and collection fees.
  
  - EMPTY CONTAINER DEMURRAGE

- Each customer/company is permitted to maintain a pool of empty containers on the terminal at no charge equal to the average weekly number of containers discharged at MIT.
  - No free days are provided for empty containers in excess of pool allowance.
  - Excess containers are collectable at $4/TEU daily.

- Average weekly containers discharged at MIT will be computed over the shorter of either the immediate preceding 26-week period or the date of service initiation at MIT.

  - TERMINAL FUNCTIONS AND MAINTENANCE

- All clerk tallies, inventories, interchanges, dock and delivery receipts, maintenance/monitor of reefers, and repairs of any and all equipment will be performed solely by MIT staff.

  - KNOCKING DOWN FLAT RACKS

- All empty flat racks delivered to MIT should be in “knocked down” position. Else MIT will knock down prior to receiving and the line will be billed for one (1) yard re-handle.

  - BOATS

- The boat owner or his representative must be present during the operation, must issue a letter of indemnity before starting and has to furnish the cradle. He is responsible for the positioning of the nylon straps to hoist the boat. In the case the owner or his representative is not present, a person to be hired by the owner will check the positions of the slings underwater.
- No boat is to come alongside MIT before all proper documentation is ready. Moreover, no boat will go to the water until government clearance has been obtained.

- The owner or his representative is responsible for the positioning of the boat in the cradle. MIT will allow 15 minutes for adjustments to the cradle to receive the boat when loading it. After 15 minutes, MIT will charge $640 per hour for the use of the crane.

- It is the responsibility of the owner of his representative to prepare the mast, disconnect all electric wires and cables. If the masts are not disconnected, MIT will charge per mast only to hold it while the wires are disconnected and hoist if off.

G. ACCESS TO THE TERMINAL

  o HOLD HARMLESS

  - Ship agents, vendors, and visitors must complete and receive written approval of MIT’s Hold Harmless Agreement requirements prior to accessing the terminal.

  o VESSEL VENDORS

  - All vessel vendors must meet all of MIT’s approval criteria as outlined in this publication and future revisions and/or amendments.

  - Agents must provide the MIT Operations Department an approved vendors list and/or written request for access to a vessel for anticipated vessel services such as stores, crew change, repair services, etc.

  - All deliveries must be coordinated with MIT Security, after Operations approves, and all service vehicles must access the terminal through the M-2 (Administration) gate.

  o ACCESS TO OPERATIONAL AREA

  - Visitor access to the operations area must be coordinated through the Security Department.

  o SHIP’S INFORMATION

  - In order to comply with the ISPS Code, the following information from the vessel is required 48 hours prior to its arrival at MIT:
    - Vessel crew list
    - Flag
    - Hazardous cargo information
• Last 10 ports visited
• Next port of call

- All crew taking shore leave while at MIT must carry picture identification and the MIT shore pass in order to re-enter the terminal.

- Ship’s personnel are not permitted to pass through the terminal on foot. A bus service is operated for transportation of crew and officers to the terminal gate. The gangway security officer will arrange for the transportation.

  o DENIAL OF ACCESS

- Access may be denied based on lack of notification and/or identification. All visitors and vendors must show valid photographic identification upon arrival at MIT.

- MIT reserves the right to deny access to any person, vehicle or vessel.

H. SECURITY

  o SERVICES

- Vessel security is NOT included in the rate.
  • Vessel security is mandatory.
  • Vessel security is to be contracted directly by the vessel agent or steamship line with MIT’s security contractors.

  o SEARCH

- All vehicles, persons and vessels upon entering and leaving the terminal are subject to search, seizure, and possible detainment.

  o SEALS

- All containers must remain sealed on MIT property.

- Seals for full and empty containers are to be supplied by the shipping lines. MIT can supply high security seals for $9.00 per seal.

- MIT will place seals on all empty containers destined for the United States and any other destinations, as requested in advance.

- The line will be charged yard rehandles and sealing for units that require sealing.

- A fee will apply for the sealing of full containers while discharging vessels or entering by rail.
- **WEAPONS, ALCOHOL, NARCOTICS**
  - Weapons, alcohol and narcotics are prohibited on the MIT terminal.

- **INSPECTIONS**
  - The line will be billed for the yard rehandles and movement of containers due to any required inspections by government authorities inside MIT.

## I. DOCUMENTATION

- **VESSELS FROM ASIA, EUROPE AND WEST COAST AMERICAS**
  - All inbound documentation is to be received by MIT a minimum of one (1) week prior to vessel arrival.

- **VESSELS FROM EAST COAST AMERICAS**
  - Documentation is to be received by MIT a minimum of two (2) days prior to vessel arrival.

- **FEEDER VESSELS**
  - Documentation is to be received by MIT a minimum of 18 (eighteen) hours prior to vessel arrival.

### HAZARDOUS CARGO – Pre-Arrival Documentation of Dangerous Goods

- MIT must be notified at least 24 hours in advance of the arrival of ALL Dangerous Goods.

- This policy allows MIT to:
  - PLAN for the cargo’s arrival by satisfying cargo documentation and vessel planning needs, yard space availability and segregation requirements, and special handling or mishap response considerations, and to
  - ENSURE that the amount of Dangerous Goods on the Terminal can be safely supported by MIT and will not exceed any national or MIT standard.

- At this time, MIT will accept the following classes or cargo using the minimum 24-hour advance notice policy:
  - Class 2.1
  - Class 2.2
  - Class 3.1
  - Class 3.2
  - Class 3.3
  - Class 4.1
The following basic information is required for all Dangerous Goods in order to comply with the minimum 24-hour advance notice policy:

- Ship’s Name
- Port of Loading
- Port of Discharge
- Proper Shipping Name
- IMO Class and Division
  (For substances and articles of class 1, the division should be followed immediately by the compatibility group.)
- United Nations (UN) number
- Flash Point (°C).

MIT will base its decision on:

- Current inventory and MIT’s capacity to safely store and contain hazardous material by IMO class; and
- Quantity of hazardous cargo on hand by line and IMO class during a concurrent period.

Proper documentation (i.e. hazardous cargo list, IMO data, and Material Safety Data, when requested) must accompany the vessel paperwork.

MIT will not permit the storage of hazardous cargo remaining on terminal in excess of free time. A 200% demurrage surcharge will apply for all cargo in violation of this rule.

It is incumbent upon the customer to remove any hazardous cargo that has exceeded its free time period.

MIT reserves the right to refuse any hazardous cargo, including unmanifested cargo.

Placards

- Import, export, and transshipment cargo.
- MIT will not permit any HAZMAT discharged from a vessel without corresponding placards on all four sides.
- A $92.00 application fee of Dangerous Cargo Stickers (or $23.50 per each placard applied) is collectable for those containers not in compliance.
- Empty containers.
• MIT will not permit the storage of empty containers with HAZMAT placards.
• A $40.00 removal fee (or $10.00 per each placard removed) is collectable for those not in compliance

- Hazardous cargo requiring previous arrival approval include:
  • Class 1 (explosives)
  • Class 2.3 (poison gases)
  • Class 5.2 (organic peroxide)
  • Class 6.2 (radioactive)

Other type of hazardous cargo is acceptable at MIT only with a 24 hour notification prior to arrival, based on the International Maritime Dangerous Goods Code (IMDG Code). The need for approval of these previously mentioned classes includes container/cargo coming as any kind of category (import, export, transshipment or transit).

- Additionally, MIT requires the following:
  • All hazardous cargo must maintain the category (import, export, transshipment or transit) for which it received approval.
  • Hazardous cargo class 1 (explosives) declared as import category needs written authorization from the Ministry of Government and Justice and written permit from the Safety Division of the Fire Department. These documents need to be submitted to MIT’s Safety Department when requesting previous arrival approval.
  • MIT will not accept hazardous cargo missing any or all documentation or improperly declared in cargo documentation.
  • All hazardous cargo needs to be properly segregated inside the container, if applicable. MIT will not accept cargo incompatibility based on the IMDG Code.
  • Containers with dangerous cargo and presenting leaks will be applied a charge of $219.00 per day from the date the leak is detected until the date the leak is corrected.
  • MIT will not allow non-compliance with its Dangerous Goods policy or the IMDG Code.

Note: Attached is “Dangerous Goods Policy” for more detailed information.

  o REFRIGERATED CARGO

- MIT requires prior notification and confirmation by fax or electronic mail prior to the arrival of refrigerated cargo.

- A reefer manifest indicating the temperature, ventilation (in CBM, CMH or CFM), humidity control, commodity and special circumstances, must be supplied to the Documentation Department and REM (reefer department).
- Special circumstances include, but are not restricted to, cold treatment units, fantainer units, special refrigerated ISO tank units, special refrigeration units manufactured to carry dangerous materials and controlled atmosphere units.

- Any special reefer (cold treatment or controlled atmosphere) that is not declared to MIT prior to 24hrs of arrival, the line will be billed the amount of re-handles necessary to re-segregate the special reefer at MIT's assigned special yard.

- MIT assumes NO liability for refrigerated cargo received without prior notification (i.e. reefer manifest).

- MIT assumes NO liability for errors resulted as a consequence of omissions and discrepancies of any kind in reefer manifests submitted by the shipping line.

- Only authorized MIT personnel or MIT approved refrigeration technicians will be permitted to service customer containers on terminal.

  o QUARANTINE CARGO

- The agent/shipping line is responsible for coordinating with the Quarantine Direction of the Ministry of Agriculture for the import/export and transshipment of “high risk” products.

- MIT will not handle or accept cargoes prohibited by Panamanian Government Authorities due to quarantine restrictions or other restrictions beyond our control.

- Any handling costs incurred by or fines assessed to MIT by the Panamanian Government for the customer’s failure to comply with the laws and regulations established by the Ministry of Agriculture will be charged to the account of the customer plus 15%.

  o DOCUMENTATION DISTRIBUTION

- The ship agent or customer representative is responsible for providing MIT and the appropriate Panamanian authorities with all required documentation.

- MIT will distribute outbound plans, load lists, reefer lists and hazardous cargo lists, to the vessel operator’s representative and others, as required or designated.

  o GATE TRANSACTIONS

- Containers
  - Empty In
    - The trucker must provide authorization/evidence of the correct steamship line.
    - Security – Container fee per container applies.
• Empty Out
  • The trucker must provide authorization/evidence of the correct steamship line.
  • Security – Container fee per container applies.
  • Fumigation – Container fee per container applies.

  • Agency must also submit a list of empties to be received by MIT; or in the case of deliveries by MIT, the booking number, size, type and quantities to be dispatched

• Full Load In
  • Steamship line must present MIT a current booking list on a daily basis indicating booking number, quantities, sizes, types, vessel, voyage, hazardous information, reefer information (vents and temperature settings), and Port of Discharge.
  • Trucker must provide authorized documents matching the same information provided by the steamship line.
  • Security – Container fee per container applies.

• Full Load Out
  • Trucker must provide original bill of lading and valid picture identification with steamship line release, or the steamship line must provide MIT with an electronic release indicating the identification of the trucker and that all freight and demurrage charges have been paid.
  • Security – container fee per container applies.
  • Fumigation – Container fee per container applies.

- Automobiles and break bulk
  • Receipt of cargo at MIT
    • Steamship line must present a booking list for all cargo indicating vessel, voyage, quantity, description, marks, labels, weight and cube, and port of discharge.
    • MIT will provide a dock receipt.
    • Security – fee per automobile/per flatbed applies.

- Automobiles and break bulk
  • Delivery of cargo from MIT
    • Receiver must provide original release, proof that all freight and demurrage charges have been paid, and valid picture identification.
    • Security – fee per automobile/per chassis applies.
    • Fumigation – fee per automobile/per flatbed applies.

  o AUTOMOBILE OPERATIONS
The following documents are required prior to allowing an automobile vessel to berth at MIT:

- Legible stowage plan for discharge or pre-stowage plan for loading.
- Complete set of bills of lading.
- Vessel manifests.
- A list of cargo to be transshipped, including:
  - Notification or next vessel/voyage and its ETA at MIT.
  - Estimated quantity of days that the cargo is to remain on terminal.

Free time will be granted at the discretion of the Port Administrator.

- **EMPTY CONTAINER HOLDS**

Customers with access to Mainsail must place any necessary “HOLD” message on their empty containers. A notice must then be sent to MIT regarding special instructions for these units.

- **CHANGE OF SIZE/TYPE, OWNER OR STATUS**

Any container that arrives with an incorrect size/type, owner or status will be billed at the line’s rate of 1 yard re-handle per error.

**J. CARGO OPERATIONS**

- **PERSONNEL**

Cargo operations will be performed with MIT personnel and equipment or contracted labor.

Third party contractors, surveyors or company employees will not be permitted to perform any work at MIT without the prior written consent of MIT.

- **MIT CRANES**

MIT maintains full control of shore crane allocation.

- **VESSEL GEAR**

All gear on vessels must be currently certified indicating the safe working load.

- **LASHING**

Materials can be made available from MIT provided that adequate advance notice is given.
- Materials will be sold to the account of the vessel/agent, when so ordered, at cost plus 25% (twenty-five percent).

  o CARGO AND CONTAINER EQUIPMENT CONDITION

- All cargo and container equipment must be in a general safe and clean condition.

- Acceptance of damaged or distressed cargo is subject to the approval of the Port Administrator.

- All empty containers and trailers must arrive MIT in a general clean condition, with all hazardous cargo placards removed prior to acceptance.

K. TRANSSHIPMENT CARGO

  o DEFINITION OF TRANSSHIPMENT CARGO

- All cargo loaded or unloaded from a vessel to another vessel without leaving the terminal gate.

- All cargo discharging from a vessel and leaving by rail bound for another port in the country.

- All cargo arriving to MIT by way of rail from another port in the country.

  o IDENTIFICATION AND CHANGES

- Prior to discharge from the primary vessel, all cargo declared to be in transit must be clearly identified with next vessel/voyage and next port of discharge prior to 1200 for the ensuing night shift or next day shift.
  • Those containers lacking complete routing information will be charged as local movement.
  • Prior to the arrival of cargo by rail or truck from another port, MIT must be provided with an inter-terminal transport list (ITT) which will detail the connecting vessel/voyage and port of discharge for transshipment cargo, as well as domestic and Colon Free Zone bound cargo.
  • For transshipment containers (full or empty) in direction between the Atlantic Coast of Panama, MIT shall charge the line the rate of a Domestic Container Lift, which shall include the in or out gate charge and loading/discharging to or from a vessel at MIT-Panama.

- Additional yard moves due to inadequate information upon discharge or receipt at the gate will be for the account of the steamship line.

- Yard moves due to changes in the port rotation and/or the vessel/voyage after the cargo is stowed in the yard are for the account of the steamship line.
L. BREAKBULK & PROJECT CARGO

- MIT provides facilities, labor and equipment to handle breakbulk and project cargo. All breakbulk and project cargo request should be directed to MIT’s Marketing Department.

M. MISCELLANEOUS

  o CUSTOMS/ADUANA

- MIT is solely responsible for coordinating all Customs/Aduana activity involving MIT’s terminal activities. Any special customer requests should be coordinated through the Port Administrator.

- A service facility for Panamanian Customs inspection for both in transit cargo (Ley 26) and cargo liquidations is available at MIT.

  o GARBAGE DISPOSAL

- MIT does not provide garbage disposal services. Vessel agents have to request authorization and follow requirements of Panama Quarantine authorities in order to dispose of their garbage. This should be carried out through a garbage disposal service company, provided that subject company complies with section VI of these regulations, and has approval from MIT Operations.

  o HOT WORK AND DEAD SHIP

- Hot work and dead ship conditions are prohibited without the written consent of the Port Administrator.

  o L.T.L. or L.C.L. CARGO (less than full truck/container loads)

- Stuffing/un-stuffing in containers may be coordinated with MIT on a case-by-case basis.

  o OFFICIAL NAME FOR CARGO DECLARATION

- The official name of the port for cargo declaration and manifesting purposes is “Port of Manzanillo, Panama”.

  o POLLUTION IN PANAMANIAN WATERS

- Any vessel, which spills fuel, flammable liquid or any matter detrimental to humans, fauna or flora, will be penalized with an applicable fine by Panamanian Law, and will be required to immediately eliminate the causes of the contamination and will
be responsible for the containment and cleanup of the spill in accordance with the regulations of the Panama Maritime Authority (AMP).

- **STORES AND REPAIRS**

  - Stores and repairs to be coordinated with MIT Vessel Operations.

- **TELECOMMUNICATIONS**

  - All coordination for installation of telecommunication systems into the MIT facility must be coordinated with the Port Administrator.

  - MIT will interface with Cable & Wireless Panama on behalf of its customers in regard to high-speed data communications.

**N. RATES**

All rates within this document are subject to annual revision and adjustment

<table>
<thead>
<tr>
<th>Items</th>
<th>Units</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SAFETY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dangerous Cargo Stickers</td>
<td>4 stickers</td>
<td>$92.00</td>
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<tr>
<td>Placard removed - Empty Container</td>
<td>per sticker</td>
<td>$10.00</td>
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<tr>
<td>Leaks in Containers with dangerous cargo (until the date the leak is corrected)</td>
<td>per day</td>
<td>$219.00</td>
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<tr>
<td>Level B suits</td>
<td>per operator</td>
<td>$241.00</td>
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<tr>
<td>SCBA Tanks &amp; Mask</td>
<td>per operator</td>
<td>$425.00</td>
</tr>
<tr>
<td>Safety Gloves</td>
<td>1 dozens</td>
<td>$157.00</td>
</tr>
<tr>
<td>Nexgen Safety Suits</td>
<td>per operator</td>
<td>$174.00</td>
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<tr>
<td>Full Face Mask Filters</td>
<td>per operator - 2 filters</td>
<td>$57.00</td>
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<tr>
<td>Visqueen</td>
<td>1 roll</td>
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<tr>
<td>Absorbent Pads</td>
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<tr>
<td>Wood Pallets</td>
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<td>$92.00</td>
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<tr>
<td>MIT HAZMAT / FIRE TEAM</td>
<td>DEPLOYMENT</td>
<td>$2,818.00</td>
</tr>
<tr>
<td>Container Clean up</td>
<td>per container</td>
<td>$867.00</td>
</tr>
<tr>
<td>Container Inspection</td>
<td>per container</td>
<td>$2,562.00</td>
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<tr>
<td>LEL TEST</td>
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<td>$901.00</td>
</tr>
<tr>
<td>Temperature Measuring</td>
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<tr>
<td>NON HAZMAT LABOR</td>
<td>1 hour</td>
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<tr>
<td>Service</td>
<td>Quantity</td>
<td>Unit</td>
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<tr>
<td>---------------------------------</td>
<td>----------</td>
<td>-----------</td>
</tr>
<tr>
<td>Safety Superintendents</td>
<td>1 hour</td>
<td></td>
</tr>
<tr>
<td>First Aid Equipment</td>
<td>per case</td>
<td></td>
</tr>
<tr>
<td>Transportation to Hospital</td>
<td>per case</td>
<td></td>
</tr>
<tr>
<td>Drug Test</td>
<td>per test</td>
<td></td>
</tr>
<tr>
<td>Hazmat Cont pool</td>
<td>per container / per day</td>
<td></td>
</tr>
<tr>
<td><strong>SECURITY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Photos</td>
<td>4 photos</td>
<td></td>
</tr>
<tr>
<td>Photos during vessel operation</td>
<td>4 photos</td>
<td></td>
</tr>
<tr>
<td>Special Escort</td>
<td>1 escort</td>
<td></td>
</tr>
<tr>
<td>MIT high security seals</td>
<td>1 seal</td>
<td></td>
</tr>
<tr>
<td>Sealing operation</td>
<td>per container</td>
<td></td>
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<tr>
<td>Annual passes</td>
<td>1 pass</td>
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</tr>
<tr>
<td>Vehicular passes</td>
<td>1 pass</td>
<td></td>
</tr>
<tr>
<td>Visitors passes (one day)</td>
<td>1 pass</td>
<td></td>
</tr>
<tr>
<td>Visitors car passes</td>
<td>1 pass</td>
<td></td>
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<tr>
<td>Construction Contractor passes</td>
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<tr>
<td>MIT Operational Permit</td>
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<tr>
<td><strong>GATE</strong></td>
<td></td>
<td></td>
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<tr>
<td>Valet parking Cars- RORO</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Valet parking Heavy Equipment - RORO</td>
<td>per equipment</td>
<td></td>
</tr>
<tr>
<td>Car yard rehandle - fail to attend appointment</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Security - Container</td>
<td>per container</td>
<td></td>
</tr>
<tr>
<td>Fumigation - Container</td>
<td>per container</td>
<td></td>
</tr>
<tr>
<td>Security - (Breakbulk)</td>
<td>per chassis</td>
<td></td>
</tr>
<tr>
<td>Fumigation - (Breakbulk)</td>
<td>per chassis</td>
<td></td>
</tr>
<tr>
<td>Security - New Car (sedan-pickup-SUV)</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Fumigation - New Car (sedan-pickup-SUV)</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Security - Used Car (sedan-pickup-SUV)</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Fumigation - Used Car (sedan-pickup-SUV)</td>
<td>per car</td>
<td></td>
</tr>
<tr>
<td>Internal Fumigation - Used Car (sedan-pickup-SUV)</td>
<td>per car</td>
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</table>

MIT Rules & Guidelines – March 2018
<table>
<thead>
<tr>
<th>Service Description</th>
<th>Unit</th>
<th>Fee</th>
</tr>
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<tbody>
<tr>
<td>Security - Camiones (Delivery Trucks)</td>
<td>per truck</td>
<td>$15.00</td>
</tr>
<tr>
<td>Fumigation - Camiones (Delivery Trucks)</td>
<td>per truck</td>
<td>$14.00</td>
</tr>
<tr>
<td>Internal Fumigation - Used Trucks and buses</td>
<td>per truck</td>
<td>$8.00</td>
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<tr>
<td>Security - Heavy Equip. (roll)</td>
<td>per equipment</td>
<td>$17.00</td>
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<tr>
<td>Fumigation - Heavy Equip. (roll)</td>
<td>per equipment</td>
<td>$14.00</td>
</tr>
<tr>
<td>Internal Fumigation - Heavy Equip. (roll)</td>
<td>per equipment</td>
<td>$13.00</td>
</tr>
<tr>
<td>Breakbulk / Project Cargo Storage</td>
<td>per ton</td>
<td>$11.00</td>
</tr>
<tr>
<td>Storage of containers in Cleareance area (Liquidación)</td>
<td>per container per day</td>
<td>$77.00</td>
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<tr>
<td>FZ Gate fee for Exports</td>
<td>per container</td>
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<tr>
<td>FZ Gate fee for Import</td>
<td>per container</td>
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<tr>
<td>Late Gate</td>
<td>per hour</td>
<td>$225.00</td>
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<tr>
<td>Late Entry</td>
<td>per container</td>
<td>$119.00</td>
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<tr>
<td>Container accepted after vessel commences work</td>
<td>per container</td>
<td>$120.00</td>
</tr>
<tr>
<td>Weighing Container (using gate scales)</td>
<td>per container</td>
<td>$250.00</td>
</tr>
<tr>
<td>VGM Weighing Container (using gate scales)</td>
<td>per container</td>
<td>$15.00</td>
</tr>
<tr>
<td><strong>TERMINAL</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Labor (per gang)</td>
<td>per gang / per hour</td>
<td>$610.00</td>
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<tr>
<td>Sealing operation</td>
<td>per container</td>
<td>$100.00</td>
</tr>
<tr>
<td>Container inspection</td>
<td>per container</td>
<td>$185.00</td>
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<tr>
<td>Use of cables for OD Cont/FR</td>
<td>per container</td>
<td>$95.00</td>
</tr>
<tr>
<td>Bundles of FlatRacks</td>
<td>per Flatrack</td>
<td>$70.00</td>
</tr>
<tr>
<td>Stuffing/Unstuffing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dry 20'</td>
<td>per container</td>
<td>$375.00</td>
</tr>
<tr>
<td>Dry 40'</td>
<td>per container</td>
<td>$750.00</td>
</tr>
<tr>
<td>Dry 45'</td>
<td>per container</td>
<td>$800.00</td>
</tr>
<tr>
<td>Reefer 20'</td>
<td>per container</td>
<td>$800.00</td>
</tr>
<tr>
<td>Reefer 40'</td>
<td>per container</td>
<td>$1,750.00</td>
</tr>
<tr>
<td>Lashing cars roll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>less than 12 KT</td>
<td>per container</td>
<td>$750.00</td>
</tr>
<tr>
<td>more than 12 KT</td>
<td>per container</td>
<td>$750.00</td>
</tr>
<tr>
<td>Lashing cars lift</td>
<td>per car</td>
<td>$750.00</td>
</tr>
<tr>
<td>---------------------------</td>
<td>---------</td>
<td>---------</td>
</tr>
<tr>
<td>less than 12 KT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>more than 12 KT</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Boat Operations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Up to 40'</td>
<td>per move</td>
<td>$2,100.00</td>
</tr>
<tr>
<td>41' - 55'</td>
<td>per move</td>
<td>$2,600.00</td>
</tr>
<tr>
<td>56' - 70'</td>
<td>per move</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>71' - 100'</td>
<td>per move</td>
<td>$6,200.00</td>
</tr>
<tr>
<td>101' - 130'</td>
<td>per move</td>
<td>$10,200.00</td>
</tr>
<tr>
<td>Lashing materials</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Chains &amp; Binders</td>
<td>per set</td>
<td>$260.00</td>
</tr>
<tr>
<td>Cables for lashing 5/8</td>
<td>per foot</td>
<td>$15.00</td>
</tr>
<tr>
<td>Clamps</td>
<td>1</td>
<td>$7.00</td>
</tr>
<tr>
<td>Shackles</td>
<td>1</td>
<td>$28.00</td>
</tr>
<tr>
<td>Nylon Straps 2&quot; x 27'</td>
<td>1</td>
<td>$65.00</td>
</tr>
<tr>
<td>Nylon Straps 4&quot; x 27'</td>
<td>1</td>
<td>$90.00</td>
</tr>
<tr>
<td>Twist locks</td>
<td>1</td>
<td>$55.00</td>
</tr>
<tr>
<td>Dunnage 10’4x4</td>
<td>1</td>
<td>$44.00</td>
</tr>
<tr>
<td>Dunnage 10’7x1</td>
<td>1</td>
<td>$33.00</td>
</tr>
<tr>
<td>Container Operations (with no contract)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local units (fulll / empty)</td>
<td>per container</td>
<td>$315.00</td>
</tr>
<tr>
<td>Transhipment units (fulll / empty)</td>
<td>per container</td>
<td>$245.00</td>
</tr>
<tr>
<td>Restows (cell - cell)</td>
<td>per container</td>
<td>$134.00</td>
</tr>
<tr>
<td>Restows (cell - dock - cell)</td>
<td>per container</td>
<td>$267.00</td>
</tr>
<tr>
<td>GEARBOX</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use of Forklift/Gearbox</td>
<td>1 T - 12 T</td>
<td>$480.00</td>
</tr>
<tr>
<td>Use of Forklift, Top pick/Gearbox</td>
<td>13 T - 28 T</td>
<td>$750.00</td>
</tr>
<tr>
<td>Use of Crane/Gearbox</td>
<td>29 T - 35 T</td>
<td>$1,172.00</td>
</tr>
<tr>
<td>Storage</td>
<td>per ton/day</td>
<td>$11.00</td>
</tr>
<tr>
<td>RORO (with no contract)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Vehicles under 20.0 MT</td>
<td>per unit</td>
<td>$150.00</td>
</tr>
<tr>
<td>Vehicles 20.0 MT and over</td>
<td>per unit</td>
<td>$182.00</td>
</tr>
<tr>
<td>TS Vehicles 20.0 KT per unit and under</td>
<td>per unit</td>
<td>$112.00</td>
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<tr>
<td>Vehicles more than 20.0 KT per unit</td>
<td>per unit</td>
<td>$160.00</td>
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</table>
# Break Bulk

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Break Bulk Operation</td>
<td>per ton</td>
<td>$18.50</td>
</tr>
<tr>
<td>Breakbulk / Project Cargo Storage</td>
<td>per ton</td>
<td>$11.00</td>
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</table>

## Project Cargo

### Vessel Operations (Load/Unload)

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 T - 12 T</td>
<td>per hour</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>13 T - 28 T</td>
<td>per hour</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>29 T - 35 T</td>
<td>per hour</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>36 T - 50 T</td>
<td>per move</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>51 T - 60 T</td>
<td>per move</td>
<td>$2,900.00</td>
</tr>
<tr>
<td>61 T - 70 T</td>
<td>per move</td>
<td>$4,200.00</td>
</tr>
<tr>
<td>71 T - 80 T</td>
<td>per move</td>
<td>$5,565.00</td>
</tr>
<tr>
<td>81 T - 90 T</td>
<td>per move</td>
<td>$7,193.00</td>
</tr>
<tr>
<td>91 T - 100 T</td>
<td>per move</td>
<td>$7,980.00</td>
</tr>
<tr>
<td>101 T - 110 T</td>
<td>per move</td>
<td>$9,818.00</td>
</tr>
<tr>
<td>111 T - 120 T</td>
<td>per move</td>
<td>$11,130.00</td>
</tr>
<tr>
<td>121 T - 130 T</td>
<td>per move</td>
<td>$12,285.00</td>
</tr>
<tr>
<td>131 T - 140 T</td>
<td>per move</td>
<td>$13,440.00</td>
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</table>

### Delivery / Reception

<table>
<thead>
<tr>
<th>Description</th>
<th>Unit</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>0 kg - 999 kg</td>
<td>per chassis</td>
<td>$165.00</td>
</tr>
<tr>
<td>1 T - 12 T</td>
<td>per chassis</td>
<td>$330.00</td>
</tr>
<tr>
<td>13 T - 28 T</td>
<td>per chassis</td>
<td>$700.00</td>
</tr>
<tr>
<td>29 T - 35 T using forklift/top pick</td>
<td>per chassis</td>
<td>$900.00</td>
</tr>
<tr>
<td>1 T - 35 T using STS crane</td>
<td>per move</td>
<td>$1,100.00</td>
</tr>
<tr>
<td>36 T - 50 T</td>
<td>per move</td>
<td>$2,000.00</td>
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<tr>
<td>51 T - 60 T</td>
<td>per move</td>
<td>$2,900.00</td>
</tr>
<tr>
<td>61 T - 70 T</td>
<td>per move</td>
<td>$4,200.00</td>
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<tr>
<td>71 T - 80 T</td>
<td>per move</td>
<td>$5,565.00</td>
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<tr>
<td>81 T - 90 T</td>
<td>per move</td>
<td>$7,193.00</td>
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<tr>
<td>91 T - 100 T</td>
<td>per move</td>
<td>$7,980.00</td>
</tr>
<tr>
<td>101 T - 110 T</td>
<td>per move</td>
<td>$9,818.00</td>
</tr>
<tr>
<td>111 T - 120 T</td>
<td>per move</td>
<td>$11,130.00</td>
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<tr>
<td>121 T - 130 T</td>
<td>per move</td>
<td>$12,285.00</td>
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<tr>
<td>131 T - 140 T</td>
<td>per move</td>
<td>$13,440.00</td>
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<tr>
<td>Vessel Class</td>
<td>Unit</td>
<td>Charge</td>
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</tr>
<tr>
<td>141 T - 150 T</td>
<td>per move</td>
<td>$14,595.00</td>
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<tr>
<td>151 T - 160 T</td>
<td>per move</td>
<td>$16,013.00</td>
</tr>
<tr>
<td><strong>VESSEL OPERATIONS (with no contract)</strong></td>
<td></td>
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</tr>
<tr>
<td>Lights &amp; Buoys</td>
<td>per GRT</td>
<td>$0.05</td>
</tr>
<tr>
<td>Line Handling (In/Out)</td>
<td>per maneuver</td>
<td>$495.00</td>
</tr>
<tr>
<td>Dockage</td>
<td>per GRT</td>
<td>$0.10</td>
</tr>
<tr>
<td>Standby</td>
<td>per hour / gang</td>
<td>$640.00</td>
</tr>
<tr>
<td>No Work Performed</td>
<td>hour (minimum, 4 hours)</td>
<td>$1,370.00</td>
</tr>
<tr>
<td><strong>BUNKERING FEE (applies only to supplying companies)</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>per vessel</td>
<td>$750.00</td>
</tr>
</tbody>
</table>