



KAMARAJAR PORT LIMITED
(A Mini Ratna Government of India undertaking)

AMENDMENT IN STANDARD OPERATING PROCEDURE ONLY FOR GATE-IN OF CONTAINERS HANDLED AT KPL.

Gate-in Procedures:

By Road:

1. Trailers with laden containers duly sealed by Customs are allowed to enter to the Pre-parking yard to obtain the RFID men and vehicle Port Entry passes after due verification of Booking Receipt (BR) by the CISF/Other Security agency posted at Main Gate. After obtaining the RFID men and vehicle Port Entry passes at the Pre-parking yard, the Trailers with laden containers are allowed to gate-in through the New Gate complex after due verification of RFID passes by the CISF posted at New Gate complex.
2. Trailers with empty containers are allowed to enter to the Pre-parking yard to obtain the RFID men and vehicle Port Entry passes after due verification of Booking Receipt or Delivery Order by the CISF/Other Security agency posted at Main Gate. After obtaining the RFID men and vehicle Port Entry passes at the Pre-parking yard, the Trailers with empty containers are allowed to gate-in through the New Gate complex after due verification of RFID passes by the CISF posted at New Gate complex.
3. Empty trailers are allowed to enter to the Pre-parking yard to obtain the RFID men and vehicle Port Entry passes after due verification of Delivery Request Form (DRF) by the CISF/Other Security agency posted at Main Gate. After obtaining the RFID men and vehicle Port Entry passes at the Pre-parking yard, the Empty trailers are allowed to gate-in through the New Gate complex after due verification of RFID passes by the CISF posted at New Gate complex.
4. The following documents are to be verified by CISF/Other Security agency for gate-in at Main Gate and New Gate complex:

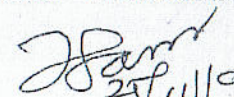
Main Gate:

- Booking Receipt (BR) for the laden containers (Sl. No. 1).
- Booking Receipt (BR) or Delivery Order (DO) for empty containers (Sl. No. 2).
- Delivery Request Form (DRF) only for empty trailers for picking up containers (Sl. No. 3).

New Gate complex:

- RFID Vehicle Tag.
- RFID Men passes for driver.

Note: Apart from the proposed amendment only in Gate-in procedures by Road, the existing procedures for Gate-in by Rail and Gate-out by Road & Rail for Containers handled at KPL as mentioned in the Standard Operating Procedure issued by KPL vide letter No. KPL/OP/Traffic/AECTPL/60 dated 17.10.2018 shall be continued.


25/11/19
GM (Operations)

Kamarajar Port Limited