

National Port Authority - Freeport of Monrovia
Memorandum -11/08/07

The management of the national port authority has taken cognizance of the deplorable condition of essential port infrastructures and is taking the appropriate steps to reinstate the facilities to desirable levels and thereby boost performance. In this connection, the following procedures shall be adhered to as regards vessel reception and cargo operation:

A. The Marginal Wharf [Main Pier]

- In order to reduce the risk of calamities, all unsafe areas on the marginal quay have been properly marked and demarcated using heavy duty tires painted green and white. All moving equipment in the port are to take note and operate accordingly.
- The structural condition of the marginal wharf has deteriorated significantly due to lack of maintenance since its commissioning in 1948 and worsened by the 14 years of civil crisis.

While the repairs and/or the replacement of the wharf is being planned, the following procedures shall strictly be followed during cargo operation:

1. During container operation from ship to stacking area and visa versa container trailers shall be deployed according to the number of hooks in use.
2. For the discharge of general cargo, especially rice, trucks shall be allowed on the pier also only as the number of hooks declared. Trucks that are not deployed shall stay 40feet away from the main quay.
3. No unnecessary heavy lift shall be placed on the quay unless in such case that said heavy lift is essential to the on-going vessel and/or cargo operation and such case must be brought to the attention of the Port/Operations Manager before discharge.
4. Empty containers awaiting evacuation shall be stacked per agency and 10 feet away from the quay.

B. Noting that releasing of cargo to consignees constitutes an important requirement for the over-all effective port performance, the following shall be strictly followed:

1. Reefer containers and all other containers conveying perishable cargo, shall be given priority in the loading park. Said containers shall be loaded and allowed to leave port up to 5.45pm daily Monday thru Saturday and Sunday when authorized by the Port Manager.
2. All non risk containers as shall be determined by the Bureau of Customs Freeport Collectorate shall also be allowed to leave the port up to 5.00pm daily.
3. All other containers which shall require customs escort shall leave the port not later than 4.00pm daily. All risk and non-risk containers shall be distinguished from time to time by the Bureau of Customs.
4. All general cargoes [rice, vehicles and assorted commodities] shall be allowed to leave the port daily up to 5.00pm.
5. All trucks and container carriers directly conveying frozen products from reefer vessels shall be alloed to exit not later than 6.00pm during operation.

Any violation of the above Standard Operating Procedures [SOP} will expose the doer to the Port regulations being invoked against.

Meanwhile all port users are to strictly adhere to Access Control Procedures as well as other security measures instituted to ensure a safe environment. These operational procedures shall be adjusted and improved upon consistent with changing realities.

From: Othello Tarbah - Acting Operations Manager