

**MUMBAI PORT TRUST
TRAFFIC DEPARTMENT
HAMALLAGE - PERMIT SECTION**

No. TM/HI/6-1/1610

of 2012-13

dt.09/10/2013

CIRCULAR NO. 2

All Ship Owners/Shipping Agents/Container Operators/
Importers/Exporters/CHAs and other Port Users
The Shipping Corporation of India
Mumbai & Nhava Sheva Ship Agents' Association
Brihanmumbai Custom House Agents' Association
All India Liquid Bulk Importers' Exporters' Association
Indian Merchants' Chamber
Mumbai Chamber of Commerce & Industry
Indian Barge Owners' Association
Iron & Steel Scrap and Ship breakers Association
Indian Ship breakers Association
Darukhana Sand Merchants Association
Maharashtra Rajya Motor Owners' Association
Maharashtra Truck Owners' Association
Mumbai Vahatuk Tempo Mahasangh
Docks Local Transport & Lorry Owners' Association
Maharashtra Rajya Bus, Tempo, Truck Vahatuk Mahasangh

**SUB: ISSUANCE OF SMART CARD IN LIEU OF
MONTHLY DOCK ENTRY PERMIT**

With a view to extending improved services to the Trade fraternity, it has been decided to issue Smart Card - valid for a period applicable to individual Port Users - in lieu of Monthly Dock Entry Permit (MDEP) as per quota allotted to Port Users for issuance of MDEPs. Monthly Dock Entry Permits will be discarded in phased manner. However, Government Agencies like Mazgaon Dock Ltd., Coast Guard, Indian Navy etc. may opt for MDEP facility as well.

Following shall be the procedure for converting the MDEP into Smart Card valid for a period applicable to individual Port User.

- (i) Port Users will apply to Sr. Asstt. Traffic Manager, Permits on their letterhead requesting to convert the MDEP quota allotted to them for issuance of MDEPs into Yearly Dock Entry Permit (YDEP-Smart Card) quota and for issuance of Smart Card against such converted quota.
- (ii) After approval for conversion of MDEP quota into YDEP quota, fresh smart card/s will be issued to the applicant against such converted quota on compliance of requisite MbPT formalities as applicable for issuance of Yearly Dock Entry Permit (Smart Card) for a period applicable to the applicant Port Users.
- (iii) Once Smart Card is issued against converted quota, the MDEP will be cancelled in Visitor Management System (VMS). The MDEP will have to be deposited at Permit Section for cancellation while collecting Smart Card against MDEP.
- (iv) The Smart Card will be issued / renewed on payment of current Port Trust charges @ Rs.150/- per card per person applicable to all profiles of Port Users including Government Agencies irrespective of validity period. Hence any Port User desirous of obtaining Smart Card even for a least period of one month, will have to pay full fees @ Rs. 150/- per card per person. However, Government Agencies opting for MDEPs will be issued Paper Card Permit as per prevalent practice and fees applicable to MDEP @ Rs.15/- per card per person.

Smart Card can be issued for a period of 01 month at the least as per request of the Port User. However, the maximum period of validity of Smart Card will depend upon the expiry date of Police NOC, Passport or the Registration, whichever is earlier.

Kindly give wide publicity amongst the members of your esteemed organisation / association so as to enable them to avail of the subject facility by following the procedure stipulated above.

(A.S. THOSAR)
SR. DY. TRAFFIC MANAGER
HAMALLAGE