



Ports and  
Logistics

Dear Master,

We welcome you and your crew to Adani Dighi Port.

While Adani Dighi Port have taken all reasonable care to ensure that the Port waters, berths, facilities as well as gear and equipment used (including gangway where provided) thereon, are safe and efficient, any vessel using them shall do so, and remain, at the sole risk of the vessel, its Master and Owners.

➤ PRIOR ARRIVAL AT THE PORT

1. Please go through the Port Rules and brief all officers & crew on the specific requirements of Dighi Port.
2. Special attention is drawn towards Dighi Port Mooring Guidelines & Circular on banned Communication Devices in Indian Waters.
3. Email duly filled, signed without any Remark, stamped and scanned copies of following documents to vessel agent for onward submission to Port :

a. CONDITIONS OF USE OF FACILITIES AND SERVICES AT  
DIGHI PORT (MAR/VSL/F/001)

Please note that "CONDITION OF USE" letter is a legal document. It is mandatory for vessels calling at Dighi Port to fill up, sign and stamp the same without any editing/ deletion/ remarks. Original letter to be handed over to pilot before commencement of pilotage.

- b. VESSEL & CARGO PARTICULARS (MAR/VSL/F/003)
- c. Details as per CIRCULAR ON BANNED COMMUNICATION DEVICE
- d. Details as per CIRCULAR ON COVID, EBOLA VIRUS & CIRCULAR ON ZIKA VIRUS
- e. ADVANCE NOTIFICATION FORM FOR WASTE DELIVERY TO PORT RECEPTION FACILITIES (MAR/VSL/F/012) (48 hrs advance notification)
- f. BALLAST WATER REPORTING FORM (MAR/VSL/F/013)

➤ UPON ENTERING THE PORT LIMIT

Dighi Port Limited

info@adani.com

At & Po Dighi,  
Taluka- Shrivardhan,  
Dist. Raigad, Maharashtra-402402  
CIN: U35110MH2000PLC127953

www.adaniports.com

Registered Office:605, Hallmark Business Plaza, Opp. Guru Nanak Hospital, Bandra (East), Mumbai, Maharashtra – 400051

1. Communicate with Dighi Port Control on VHF Channel 69 and obtain Pilot Boarding Details/ Anchor Position.
2. Pass ship particulars, RoB and other details to Dighi Port Control on VHF Channel 69 as queried by Port Control Officer.

➤ PILOT EMBARKATION/ DISEMBARKATION PROCEDURE

1. Pilot Ladder/ Combination Ladder to be rigged as per advise of Port Control/ Pilot.
2. Ship's officer with life jacket to use the ladder for getting down 2/3 steps and check the integrity of ladder prior Pilot uses same when the pilot craft is near the vessel.
3. Ladder recovery line to be tied near the 2nd rubber step and to be used for keeping the ladder lifted during pilot craft approach and lower the ladder once pilot craft is alongside.
4. One good heaving line to be kept stand by on deck near pilot access area for picking up/ lowering the pilot Equipment if required.
5. Recommended vessel speed during Pilot boarding is 3~4 Kts and debarking is 4~5 Kts.

➤ UPON BOARDING OF PILOT FOR BERTHING

6. Pilot will carry out Master-Pilot information exchange with the bridge team and discuss passage plan.
7. Hand over duly filled, signed & stamped original CONDITIONS OF USE OF FACILITIES AND SERVICES AT DIGHI PORT (MAR/VSL/F/001) to Pilot.
8. Kindly fill up, sign & stamp following documents jointly with pilot :
  - a. PASSAGE PLAN (MAR/VSL/F/006)
  - b. INWARD PILOTAGE CERTIFICATE (MAR/VSL/F/007)
  - c. SHIP SHORE SAFETY CHECKLIST MARINE (MAR/VSL/C/001)

➤ VESSELS STAY AT PORT

1. You are required to take careful note of the SAFETY AND POLLUTION REQUIREMENTS and ensure full compliance.

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2. You are required to instruct all your officer and crew to wear all PPE including life Jacket when on gangway or on Jetty for Draft reading or any other purpose.
3. SHIP SHORE SAFETY CHECKLIST contents will be revalidated at regular intervals.
4. Any noncompliance or infringement of the SHIP SHORE SAFETY CHECKLIST or of SAFETY AND POLLUTION REQUIREMENTS, by the vessel may result in operations being halted and the vessel ousted from the berth. All time, charges, delays arising from such an event will be to the account of the vessel.
5. Dealing in contraband and drugs and illicit goods is strictly forbidden under Indian Law, with heavy penalties and imprisonment for anyone indulging in such activities. You are advised to ensure that your crew is suitably instructed. Alcohol should not be taken ashore or offered to shore personnel during the vessels stay in port.  
All such contraventions of the Laws could also make the vessel liable to arrest, so please ensure your fullest attention to these matters.
6. You are explicitly instructed to advise your crew not to obtain or buy (either through cash or in kind) network SIM cards from personnels like Surveyors, Agents, Foreman, Stevedores etc. or any unauthorized seller. Purchase and use of network SIM cards registered in other persons name is illegal and is a punishable offence in India.
7. You are also earnestly requested to refrain from extending any sort of complimentary offerings like cigarettes, alcohol etc., either in lieu of any service or otherwise, to any personnel (like, agents, surveyors, ship-chandlers, employees/ representatives of port etc.) who boards your vessel at Dighi Port. Such activities are strictly unsolicited at Dighi Port.
8. Port official may board your vessel to check the condition of mooring lines. If found not upto the standard, then you need to replace or request via local agent to hire new mooring ropes.
9. If mooring line parts due to vessel's negligence then penalty will be imposed as per port tariff.

**You are also requested to bring to the knowledge of Port Control Over VHF Ch. 69 or Telephone No. +91-7227883348, in the event of any person making such illicit demands or seeking such offerings.**

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10. Special attention is drawn towards the Dighi Port Mooring Guidelines and Section 2.8 of the Port Rules.
11. Please note port stevedores will be using forms & checklist (Note 2A ~ 2F) during the cargo operation at port. You are requested to go through same & discuss with your team prior arrival at port.
12. Ref. MAR/VSL/F/011 – INSTRUCTIONS TO VESSELS AT BERTH Point-2, Vessel to keep all mooring lines adequately tight at all the times. In case any of the mooring lines found slack, one or more tugs will be mobilized on port's option to keep the vessel safely alongside. All such cost will be entirely on vessel's account.

➤ UPON BOARDING OF PILOT FOR UNBERTHING

1. Pilot will carry out Master-Pilot information exchange with the bridge team and discuss passage plan.
2. Hand over following duly filled, signed & stamped documents to pilot
  - a. BALLAST WATER REPORTING FORM (MAR/VSL/F/013)
  - b. MARINE FEEDBACK FORM (MAR/VSL/F/010)
3. Kindly fill up, sign & stamp following documents jointly with pilot :
  - a. PASSAGE PLAN (MAR/VSL/F/006)
  - b. OUTWARD PILOTAGE CERTIFICATE (MAR/VSL/F/008)

Dighi Port Facility Security Information is as below :

<b>PORT FACILITY NAME</b>	DIGHI PORT
<b>UNLOCATOR CODE/ IMO PORT FACILITY NUMBER</b>	INDIG INDIG-0001
<b>PORT FACILITY ISPS COMPLIANT</b>	YES
<b>PORT FACILITY SECURITY PLAN</b>	APPROVED
<b>CURRENT SECURITY LEVEL</b>	ONE

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<b>MARITIME SECURITY POINT OF CONTACT :</b>	
<b>PORT FACILITY SECURITY OFFICER (PFSO)</b>	Capt. Raghvendra Raghav
	MOB : +91 7227883348
	EMAIL : raghvendra.raghav@adani.com

We hope you have a pleasant stay.

Yours truly,

**NOTES :**

1. PORT RULES, PORT TARIFF & DOCUMENTS REFERRED IN ABOVE WELCOME LETTER ARE AVAILABLE ON OUR WEBSITE [www.adaniports.com](http://www.adaniports.com)
2. STEVEDORES WILL BE USING FOLLOWING SAFETY DOCUMENTS DURING CARGO OPERATION AT BERTH, REQUEST NECESSARY COOPERATION FROM SHIP STAFF :
  - A. Safety Procedures to be followed during Vessel Stay at Port
  - B. Ship Shore Safety Checklist
  - C. Stevedore Checklist prior commencement
  - D. Safe Access Booby Hold O2, H2S, CO, LEL check
  - E. Prevention of Damage to vessel structures inside cargo hold
  - F. Stowaway Checklist after completion

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