

Berthage and Craneage Procedure

JANUARY 2026

Port of Tauranga Limited has recently reviewed this policy due to:

- Increased volumes for existing services
- Introduction of new services
- Increasing requests for changes to existing proforma windows

Following are the current rules to cover the occasions where congestion at Sulphur Point occurs:

Regular Liner Services Calling at TCT:

- All liner services operating through the Terminal on a regular fixed schedule will be required to have an agreed proforma window. These agreed windows will be reflected in their contract but can, by agreement with the shipping line and the Port of Tauranga Commercial, be varied during the course of the contract.
- Priority will be given to a ship with allocated berth window arriving on window.
- A vessel is considered off proforma if it arrives more than four hours before or after commencement of the agreed berthing window.
- Where a Shipping line operates multiple services with individual proforma windows and wants to handle a late vessel and an on-proforma vessel on the same window, the Port will only accept one vessel per agreed berthing window. The shipping line will need to indicate which will be the priority vessel.
- For a cellular container vessel in its berth window, the Port will target a berth minimum productivity of 1,000 moves per 24 operational hours or the equivalent rate of total exchange with corresponding labour. The undertaking is given on the basis that the line provides planning and cargo information in sufficient time and that vessel productivity is not interrupted due to non-availability of cargo or containers through no fault of Port of Tauranga or its subcontractors.



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- Where arrival is earlier than the agreed proforma window, subject to request by the shipping line, the Port shall use its best endeavours to provide berth and craneage to the ship.
- Regular services operating outside a fixed proforma window will be handled on a best endeavours basis and may book a berth, not shown as a fixed proforma window with 10 days' notice.

Casual or Ad-hoc/Extra Loaders and Seasonal Callers

- Shipping services which call Port of Tauranga / TCT seasonally or on an ad-hoc basis will be handled on a best endeavours basis and may book a berth, not shown as a fixed-day proforma berth window, with 10 (ten) days' notice, to be confirmed at 5 (five) days prior to ETA.
- If such a vessel arrives on schedule, based on the 10 days confirmation, it will have preference over a vessel which has a proforma berth window but has arrived to be worked outside that agreed berth window.

General

- On any occasion, a vessel without or outside its allocated berth window may be working and another vessel arrives within its proforma windows. In such cases, the working vessel operating at the terminal outside its agreed proforma berth window may be required to vacate the berth at cost to the shipping line or, if berth availability permits, craneage may be withdrawn to meet and ensure obligations to the vessel on its berth window.
- If a vessel arrives on proforma / agreed window, and the opening of the tidal window falls after proforma arrival, the vessel is entitled to a berth on first tidal window opening after arrival at pilot station and departing on first tidal window opening after completion.
- Where arrival is later than proforma arrival, the Port shall use its best endeavours to provide the designated berth or any other available berth deemed appropriate by the Port.
- The Port shall use its best endeavours to work vessels off proforma as efficiently, economically and prudently as possible, to minimise the impact to the vessel's onwards schedule and other shipping lines' vessels, when berthing windows clash with the delayed vessel. Should the vessel's port stay extend beyond the berth window and this is deemed to impact the next proforma vessel, the Port reserves the right to request the shipping line to vacate the berth at cost to the shipping line.
- Berth availability and / or priority may only be retained if the vessel is able to be worked productively. Non-cellular container vessels operating below reasonable



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productivity or incurring delay(s) may be required to move off the berth at cost to the shipping line.

- The Port cannot guarantee a layby berth to an off proforma vessel that has to vacate the berth to ensure obligations to a vessel arriving on its pro-forma berth window. It may be necessary for such vessels out of proforma to wait at the anchorage.
- Ship / berth planning shall be determined based on information provided by shipping company (or agent) at least 12 hours in advance. It is expected that all information provided to the Port for berth planning and vessel operations purposes is as actual as can be advised at the time.
- The Port will endeavour to accommodate changes beyond this time but will not be held accountable if notifications change or variances occur.
- Communication remains the most successful tool in managing variances and we encourage shipping lines and agents to provide as much advance notice of any variance to ensure that all vessels can be accommodated and resources [best](#) allocated.



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