

Business conditions Longyearbyen Havn

2024

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1. General information

This is a translation of the official document “*FORRETNINGS-BETINGELSER LONGYEARBYEN HAVN 2024*” which is in Norwegian. The Norwegian document will always be dominant in any dispute.

All prices are in Norwegian kroner (NOK).
For further information see “LH Business conditions”.

Guidelines for the pricing of Longyearbyen harbor is authorized by the Norwegian Act of 21st of June 2020 No. 70 relating to ports and waterways, cf. Regulation of 12th of March 2021 about the ports and waters of Svalbard.

1.1 Price, offer, payment

Price

Customers are required to pay the price that has been adopted, or the price agreed.

Currency

All prices are in Norwegian kroner.

Offers

All offers Port of Longyearbyen make are non-binding until the customer’s acceptance of the offer has been returned to Port of Longyearbyen.

Payment

Payments are due 30 calendar days after the invoice date.

Collateral

Port of Longyearbyen can demand security or advance payment for services.

2. Regulated fee

2.1 Use of specific waters fee

Purpose and authority

The fee will cover the costs of the exercise of public authority and the costs to facilitate the safety and accessibility in Longyearbyen Lokalstyres sea areas. The fee is set by “Fiskeri og kystdepartementet” pursuant to Act 21. June 2020 No. 70 relating to ports and waterways.

Fee area

Fee area corresponds to Longyearbyen's land use plan area of the sea as determined pursuant to Act 15 June 2001 No. 79 relating to environmental protection in Svalbard § 47.

Docking fees shall be imposed per call. A call means the entry and departure. On several calls to the port during the same day, the fee is imposed only once.

Calculation of the fee

The fee is calculated from the basis of the vessel's gross tonnage in accordance with the International Convention on Tonnage Measurement of Ships, 23 of June 1969.

For vessels with a maximum length of 15 meters that are not measured nor have a valid certificate, the Port Authority will set an appropriate tonnage.

Exemption from docking fees

- a) vessels with overall length of less than 15 meters, rescue and icebreaker vessels in connection with salvage and icebreaking, naval vessels– Norwegian and foreign, Kystverkets vessels in connection with work in the waters, Governor of Svalbard service vessels and the Norwegian Polar Institute's vessels in connection with work in the waters of Svalbard, vessels calling at the port because of injury or emergency, and vessels who does not load, unload or take on board passenger, or vessels passing through are all exempt from the fee.

Arrival notice

The master of a vessel or a representative of the vessel shall give advance notice to the port before the vessel calls the port, if possible, at least 24 hours before arrival.

Advance notification is preferably given by e-mail. Cancellation or modification of the calls shall be reported in the same way.

Payment obligation

Ship owner and the agent responds solidarity for port fees, see the Norwegian Harbor Act, chapter 6.

Betalingsplikt

Rederen og agenten svarer solidarisk for farvannsavgiften, jf. havne- og farvannsloven kap. 6.

3. Fees for use of infrastructure

Port of Longyearbyen may claim compensation for all services and all use of port areas and special port facilities in Longyearbyen.

- Port of Longyearbyen may have ice in fixed or drifting form at all seasons.
- Port of Longyearbyen accepts no responsibility for damage to the vessel or equipment as a result of ice or ice drift.
- Vessels must evaluate ice conditions at any time.

3.1 Pier fees

Calculations of the fee

The fee is calculated based on the vessel's gross tonnage in accordance with the International Convention on Tonnage Measurement of Ships, 23 in June 1969.

For vessels with a maximum length of 15 meters that are not measured nor have a valid certificate, the Port Authority will set an appropriate tonnage. Recreational Vessels pay by the vessel's longest length.

Tender boats that use floating piers to set ashore and/or take on board passengers, crew, or supplies, pay per tender arrival.

Time at the pier is counted from the time the vessel touches the pier or heaves a line ashore, until all lines are cast off. However, the minimum fee is for 24 hours. After 24 hours, the excess part of 6 hours or less are considered ½ days and pays half fee.

Vessels who must shift from the pier to make room for another vessel under orders from the port authorities, and then return to the dock again, are considered not to have left the pier.

If the absence from the pier is over 3 hours, the time shall be deducted from the estimated length of stay by the time the vessel

has been away from the dock. If a vessel shifts from a quay to another without leaving the docking fee area, time will be calculated as if the vessel had been at the quay without interruption.

A vessel moored on the side of another vessel using the quay, pays as if the vessel was moored to the quay. Naval ships, both Norwegian and foreign are exempt from the fee.

In order to be categorized as a "Local vessel", according to gebyr-regulativet sections 3.1 and 3.4, the following criteria must be documented by the customer before calling to the port:

- The customer must be a company with an address and business registered in Longyearbyen
- The customer must be the owner of the vessel
- The vessel must be registered in NOR/NIS
- All of the crew on the vessel must be registered tax payers of Svalbard

3.2 Cargo fee

Goods

Fees are to be paid for all cargo unloaded or loaded at Port of Longyearbyens public docks.

The calculation of the fee is based on the item's gross weight in metric tons, including packaging. Volume cargo is converted to weight units, 1 m³ = 0.5 ton. The calculation shall in no case be less than the actual weight of the cargo.

Cargo means goods that are packaged, palletized, stowed in containers or devices stowed loose in the cargo hold. Bulk cargo means cargo (dry or liquid) that is unpackaged and loose, stowed directly in the cargo hold.

Goods arriving in the port with a vessel to be forwarded with another vessel, shall be charged at arrival. Cargo which is forwarded to international ports is charged at departure.

Transport operators and brokers shall continuously transmit data on the quantity of cargo for each ship call. Carriers, brokers and expeditors undertake the collection of trade charges from commodity owner.

Exemptions of cargo fee:

- Passengers' luggage
- Provisions, and the ship's fuel and stores for the ship's own use

Passengers

Passenger fee shall be paid for all passengers embarking or disembarking over a quay or floating pier with tenders, and is calculated based upon passenger lists from the vessels captain or agent.

Anyone who is not part of the crew is considered to be a passenger.

3.3 Fee for rent of areas

It is not under any circumstances allowed to leave cargo, merchandise, or debris within the fenced area of the ISPS quay after the ship's departure. Violation of this results in a fee determined by the rates of the fee regulation.

Rental of areas in the port must be pre-arranged with the port authorities.

– 3.3.1 Area rental

For goods/cargo stored at Port of Longyearbyen's piers, quays, premises, or other facilities more than 48 hours after unloading and more than 48 hours before loading, triggers a fee for rental of area.

– 3.3.2 Parking

Parking of vehicles outside marked parking spaces must be arranged with the with port authorities.

3.4 Fee for use of harbor basin

Vessels and other floating facilities that anchor, or are otherwise located, in the Longyearbyen Community Council's local land use planning area (harbor basin), and which have sought Longyearbyen harbor in its capacity as a harbor and traffic hub, pay per length of stay.

In cases where a vessel requests a blocked sea area in relation to a stay in the harbor or harbor basin, a special fee is calculated, determined on a case-by-case basis, with reference to geographical location and extent of the blocked sea area, and for how long the area is being blocked.

Vessels in storage pay separately with reference to the vessel's size, length of the storage period, location of storage and use of port infrastructure.

4. Other Fees

4.1 Waste fee

Sorted waste can be delivered in containers on Bykaiaterminal. Hazardous waste can only be delivered by arrangement with the port authorities. The price is calculated by m³ or kg.

A waste declaration is to be delivered to the port authorities before arrival. Vessels failing to do so will be charged with a fee per person or GRT, based on their traffic schedule.

It can be reduced or waived if it is documented that the ship delivers was in another port, or if other circumstances dictates it.

Delivery of waste in violation of sorting fractions entails fee pr. wrong sorted fraction determined by the rates of the fee regulation.

4.2 ISPS-fee

General information

The ISPS code (The International Ship and Port Facility Security Code) is prepared by the International Maritime Organization (UN) and was ratified 12th of December 2002. The purpose of the rules is to protect vessels, including crew and passengers in international traffic against acts of terrorism.

The regulations of the Norwegian Ports and Waterways Act makes the above rule apply to the port of Longyear. The ISPS fee is the vessel's payment to cover the costs of investment and operation of security and terrorism preparedness in port of Longyearbyen.

All ships calling at an ISPS-compliant port facility shall pay the ISPS fee.

The ISPS fee covers guard duty at 08:00 - 16:00 on weekdays. For guard duty after/before that set time or weekends , overtime is invoiced per hour.

4.3 Processing fee

Processing fees can be determined by actual time spent, in the following cases:

- For processing based on the Norwegian Ports and Waterways Act relating to relating to ports and waterways § 33 and other work the port of Longyear performs in accordance with current regulations within our area of responsibility, and that is not

- covered by specific rates established in the fee regulation
- Or where the case involves an abnormal amount of extra work

In these cases, the hourly rate for the work follow the rates for: “Hourly rate for consultant services and manpower”.

5. Services

5.1 Water delivery

Delivery is by self-service, counter's start and end values are entered on a form hung on the wall in the water house. If there is a need for assistance, one hour of manpower work will be charged.

Outside normal working hours the charge will be the actual costs.

5.2 Electricity

Delivery of electricity must be agreed upon before arrival. Connecting will trigger a charge of one working hour. Outside normal working hours the charge equals the actual cost.

5.3 Hire of labor

Responsibilities Port of Longyearbyen:

We provide qualified personnel with the necessary certificates / approvals.

Customers responsibilities:

Must comply with the requirements Port of Longyearbyen has regarding rules for health, environments, and safety, as well as internal and governmental requirements.

6. Equipment rentals

6.1 Port vessels

The port is in possession of several harbor boats.

The vessels can be leased by agreement, including 2/3 crew with necessary certificates/approvals.

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Norge

www.portlongyear.no

6.2 Loader with driver

The port has an Volvo L60 wheel loader with forks.

Furthermore, it can be equipped with a snow blower, sweeper, excavation unit and various other tools.

The wheel loader can be rented with a driver with the necessary certificates/approvals.