

## Definition of Terms

**Anchorage** – A place with sufficient depth of water where vessels anchor within the harbour. (*QMS 2016*)

**Arrastre** - A person/entity who/which performs portside cargo handling operations, e.g. receiving, handling, custody, security and delivery of cargo passing over piers, quays or wharves, transit sheds/warehouses and open storages within the jurisdictional area of responsibility of the authorized contractor/operator.

**Average Draft of Vessel** - Derived by adding the drafts upon arrival and upon departure of all vessels and dividing them by 2.

**Beam of Vessel** - The width of a vessel at the widest point, or a point alongside the ship at the midpoint of its length.

**Berth** – A specified length of quay wall where a vessel can tie up. (*UNCTAD PMS Vol.4*)

**Berthing/Docking** - Manoeuvring of a vessel from anchorage position or from a pilot station to a berth, including the process of stationing the vessel alongside the pier, quay or wharf.

**Breakwaters** - Physical structure that protects port infrastructure from the sea. (*UNCTAD PMS Vol.4*)

**Bulk Cargo** - Cargo that is unpacked or undivided into parts and handled in mass. It may come in any of the following forms: solid, pulverized, liquid, semi-liquid or gas.

**Cargo Throughput** - Total volume of cargo discharged and loaded at the port. It includes breakbulk, liquid bulk, dry bulk, containerized cargo, transit cargo, and transshipment.

**Coastwise/Domestic Trade** - A term applied in a general sense to the trade carried on between ports of the same country.

**Container** - A large metal box in which goods are stuffed and handled as one unit. The standard sizes are 20 ft. x 8 ft.; 40 ft. x 8 ft.; 45 ft. x 8 ft.

**Container Freight Station** - A warehouse or transit shed adjacent to the container yard used for stuffing and stripping of container cargo.

**Container Terminal** - A port facility designed to provide an integrated use of berthing facilities for containership and harbour transport system for containers and their contents.

**Container Yard (CY)** - A designated area in a container terminal usually adjacent to the marshalling yard where containers and chassis are received stacked and dispatched.

**Containerized Cargo** - Cargo packed in vans or containers for easy handling and transporting of the same as a unit.

**Controlling Depth** - The least depth of water in the navigable parts of the waterway, which limits the allowable draft of vessels.

**Breakbulk**- Cargo that is handled in units, packages, crates, bags and the like.

**Deadweight Tonnage (DWT)** - The total carrying capacity of a ship expressed in long tons (2,240 lbs.) on a specified draft. The deadweight tonnage includes the total weight of cargoes, fuel, water in tanks, stores, baggage, passengers, crew, and their effects but exclude the water in the boilers.

**Depth** - The vertical distance measured at the middle of the vessel's length from top of keel or top of ceiling to top of upper deck at sides or amidships.

**Disembarkation** - The act of landing or going ashore from a ship.

**Dockage Report** – A form used by computerized and non-computerized port which specifies the name of vessel, voyage number, flag registry, ship operator/owner, vessel particulars (GRT, LOA) port calls, (last/next) and vessel movement from anchorage up to departure from berth. (QMS 2016)

**Down/Idle Time** –The total time work on the vessel actually comes to a stop.

**Draft Maximum** - The deepest draft of a vessel measured upon arrival and upon departure.

**Draft of Vessel** - The depth of the ship measured vertically from the waterline to the lowest part of the vessel's hull, propellers or other reference point.

**Dues** - Include harbour fees, tonnage and wharfage dues and other dues or fees imposed by virtue of the existing laws as P.D. 857.

**Dwell Time** –The number of hours spent by a vessel from waiting time to berth until the time of completion of the un-berthing process on final departure.

**Dry Bulk**–This pertains to unpacked solid goods.

**Embarkation** - The act of boarding a vessel or ship.

**Foreign Trade** - A term applied to the trade carried on between a Philippine port and a foreign port.

**Freight** - The price paid to a ship owner for the transport of goods or merchandise by sea from one specific port to another. The word freight is also used to denote goods which are in the process of being transported from one place to another.

**Full Container Load (FCL)** - A container loaded with cargoes belonging to one consignee covered by one bill of lading and meant for door-to-door delivery.

**Gang** - A group of cargo workers employed to work in a hatch.

**Gross gang-hours** - The total number of hours rendered by gangs in discharging and loading cargo, including the gangs idle time. This is computed by obtaining the difference between the time the gang started and the time they finished work.

- **Net gang-hours** - The total number of hours actually spent by gangs in discharging and loading cargo, excluding the gangs' idle time. This is computed by obtaining the difference between gross gang hours and idle gang hours.
- **Idle gang-hours** - The difference between the gross-gang hours and net gang-hours.

**Gross Registered Tonnage or Gross Tonnage**- This is the volume of all enclosed spaces of a ship. The measure of the internal volume of space within a vessel expressed in terms of 100 cubic feet a ton, except for the following spaces: shelter deck spaces with permanent middle line openings at least four

feet long, lavatories for officers and crew, shelters for deck passengers on short voyages, condensed space, close-in spaces solely for machinery, cookhouse and bakeries, wheelhouse. Since 1994 when the results of the 1969 International Tonnage Measurement Convention came into force, Gross Registered Tonnage (GRT) has been referred to as Gross Tonnage (GT).

**Infrastructure** - The fixed and immoveable parts of a harbour such as land, roads, quay walls and breakwaters. (*UNCTAD PMS Vol.4*)

**Harbour** - A protected part of the sea, lake or other body of water used by vessels as a place of safety. (*QMS 2016*)

**Hatch** - An opening in a vessel's deck through which cargo can be lowered.

**Length Overall (LOA)** - The total length from the foremost to the aftermost points of a vessel's hull.

**Less Container Load (LCL)** - A container loaded with cargoes belonging to two or more consignees.

**Liquid Bulk** – It refers to unpacked liquid goods that can be handled through a pipeline, is stored and transported on the vessel or vehicle in tanks.

**Loading** - The operation of transferring cargo from the quay of barge into the hold or on to the deck of a ship. It is not complete until the cargo has been removed from the slings and placed in the hold or on the deck of a vessel.

**Lo-lo (lift-on lift-off)** – Cargo handling method by which vessels are loaded or unloaded by either ship or shore cranes. (*Port Reform Toolkit, World Bank Group*)

**Manifest (Clearance or Entrance for Cargo and Passenger)** - A document containing a listing of a commodity items/passengers carried by a vessel. The manifest is one of the requirements for clearance/entrance of vessel.

**Marshalling Yard** - A place where containers are stacked and arranged according to the sequence or withdrawal to consignee or transferred to CY-CFS or CY inside Port/Customs Zone. It is also where the containers are arranged prior to loading to a carrying vessel in accordance with the sequence of loading in the storage plan.

**Metric Ton** - The weight measurement equivalent to 2,204.6 lbs. or 1,000 kilograms.

**Mooring** - Securing to a dock or to a buoy, or anchoring with two anchors.

**Net Registered Tonnage (NRT)** - This is derived from gross tonnage by the deduction of space allowed for navigation, machinery, and crew accommodation. The total enclosed space of a vessel expressed in 100 cubic feet to a ton, excluding the following spaces:

- Propelling space which includes machinery and boiler spaces, and shaft trunks in crew ships excluding store rooms and cabin;
- Master and crew spaces;
- Spaces for helm capstan, anchor gears and spaces used for the navigation of the ship, such as chart room, signals and boatswain stores;
- Donkey boiler and engine if connected to main pumps;
- Water ballast spaces other than the double bottoms;
- Sail room which is limited to 2.5% of the gross tonnage of ships wholly propelled by sails.

Since 1994 when the results of the 1969 International Tonnage Measurement Convention came into force, Net Registered Tonnage (NRT) has been referred to as Net Tonnage (NT).

**Net Service Time** – This refers to the vessel working time.

**Packaging** - Form of shipping cargoes, either as breakbulk or conventional, bulk or containerized.

**Packing or Stuffing** - Loading of cargoes inside a container.

**Pallet** - A portable platform or deck, generally about 6 ft. x 4 ft. on which goods can be attached to form a unit load which can be transported usually by a mechanical appliance such as forklift trucks. Pallet usually stands on bearers with a clearance of several inches leaving a space into which forklift can penetrate for lifting purposes.

**Pier** – Any structure built into the sea but not parallel to the coastline and includes any stage, stair loading place, landing stare, jetty floating barge on pontoon and any bridge or other works connected therewith. (QMS 2016)

**Port** – A place where ships may anchor or tie up for the purpose of shelter, repair, loading or discharge of cargo or for other such activities connected with water borne-commerce, and including all the land and water areas and the structures, equipment and facilities related to the functions. (QMS 2016)

- **Terminal Port** – For purposes of this Manual, a terminal is defined as a generic term for a front line unit consisting of a port facility or a number of port facilities, government or private. There are different kinds of terminal such as those engaged in multi-purpose operations as opposed to specialized or dedicated to a single type of operation, e.g. bulk terminal
- **Base Port (BP)**- A center or hub of operations and is, in most cases, the busiest terminal in a PMO.
- **Other Terminal Port (OTP)** – For this Manual, Other Terminal Port shall refer to a port under the umbrella of PPA with lesser activities compared to a baseport. This operational definition should not be confused with the same term referred to by other agencies.
- **Other Government Port (OGP)** - A public port owned and maintained by other government entities, e.g. LGU. These ports have, generally, smaller scale of operations compared to what is referred to in this Manual as Other Terminal Port. There are ports under the LGU but are included in the statistical reporting system of PPA. These ports are grouped under Other Government Ports.
- **Private Port** - A port owned and maintained by a private entity. It may be commercial or non-commercial as may be allowed by PPA.

**Port Dues** – Charge against vessel engaged in foreign trade, including those engaged in barter trade, that enter any port whether private or government on each bases in gross registered tonnage (GRT) of the vessel. (QMS 2016)

**Port Management Office (PMO)** - The PPA's administrative and operational arm. There are twenty-six (26) PMOs which oversees the Base ports and Terminal Management Offices (TMOs).

**Port of Origin** – Defined as the last port of call. (QMS 2016)

**Quay walls** - The basic physical infrastructure provided to berth ship. (UNCTAD PMS Vol.4)

**Roll On/Roll Off (Ro-Ro) Vessels** - Specially designed vessels for carrying trailers, cars and other rolling equipment which is discharged through the bow or stern ramps or both.

**Shipcalls** - The number of vessels which call or arrive at a particular port at any given time.

**Spacing Factor** - is an arbitrary rate (expressed in percent) which is being used to indicate the spacing between vessels when at berth. The normal factor is ten percent (10%) of LOA. (*PPA MANUAL ON THE REVISED SYSTEM ON PORT STATISTICS*)

**Stevedore** – Person who provides cargo handling service. In the Philippines, the term refers to a person of company engaged in cargo handling on-board a vessel as opposed to arrastre.

**Stevedoring Services** - All works performed on board vessel, i.e., the process or act of loading and unloading cargo, stowing inside hatches, compartments and on deck or open spaces on board vessel.

**Stripping** - Unloading goods from a container.

**Terminal Management Office (TMO)** – Refers to an administrative unit overseeing the operation of a terminal in delivering frontline services.

**Time on Berth** – This is also described as the Service Time . It is the number of hours a vessel spent from the time of completing the berthing process to the time of completion of the un-berthing process on final departure. It may include the downtime/idle time of the vessel while on berth.

**Transshipment** – The shipment of goods or containers to an intermediate country of destination then to yet another country of final destination. The port intermediate country is referred to as transshipment port.

**Transit Cargo** - Cargo discharged and loaded from a port of origin to a port of destination through another port.

**Transit Shed** - A covered building on the pier or wharf used for storage of cargo in transit, that is, cargo recently unloaded from or soon to be loaded to a ship.

**Twenty-Foot-Equivalent Unit (TEU)** - The unit of measurement equivalent to a container's length of 20 feet. It is often used to express the capacity of container ships or container terminals (Wikipedia).

**Vessel** – includes any ship or boat or any description of a vessel or boat, or any artificial contrivance used or capable of being used as a means of transportation on water. (*QMS 2016*)

**Waiting Time** – The number of hours spent by a vessel from the time of first reporting at the port to the time of completion of the berthing process before working.

**Wharf** - A continuous structure built parallel to the margin of the sea or alongside riverbanks, canals, or waterways where vessels may lie alongside to receive or discharge cargo, embark or disembark passengers, or lie at rest. (*QMS 2016*)