

**PORT CODE TEMPLATE**

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| --- | --- | --- | --- | --- | --- | --- | --- |
| **Port Code** | **Port Name** | **Address** | **Port Category** | **Port Type** | **Local Region** | **Manned** | **Office Code** |
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**Requested by:** **Approved by:**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature over Printed Name** **Date/Time** **Signature over Printed Name** **Date/Time**



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 by scanning the QR code and submitting the accomplished form. Thank you!

Port Code Template v1 09172021

**GENERAL INSTRUCTIONS (GI)**

**Port Name** **Exact name of the Port**

**Address** **Where the port is located**

**Port Category** **any of the following**

**GP** **Government Port**

**NP** **Non-Registered Private Port**

**RP** **Registered Private Port**

**Region** **What region it belongs**

**Manned** **any of the following**

**Y** **yes**

**N** **no**

**Port Type** **any of the following**

**B** **Base Port**

**F** **Foreign Port**

**O** **Other Government Port**

**P** **Private Port**

**S** **Special Port**

**T** **Terminal Port**