

PORT INFO BOOK

LUKA KOPER – PORT OF KOPER

Vojkovo nabrežje 38, 6000 Koper

SI - Slovenija

Version June 2019



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1. LOCATION OF THE PORT AND THE TERMINALS AND ANCHORAGE

[Port of Koper](#) lies on the shore of the Gulf of Koper in the northern Adriatic Sea, Koper lies approx. 10 km SSW of Trieste and 80 km SW of Ljubljana.

Port of Koper location Lat 45° 33' N Long 13° 44' E

Port Limits:

Bounded by a line connecting the following positions:

1. Lat. 45° 35' N, Long. 013° 43' E
2. Lat. 45° 35' N, Long. 013° 40' E
3. Lat. 45° 32' N, Long. 013° 40' E.

Approaches:

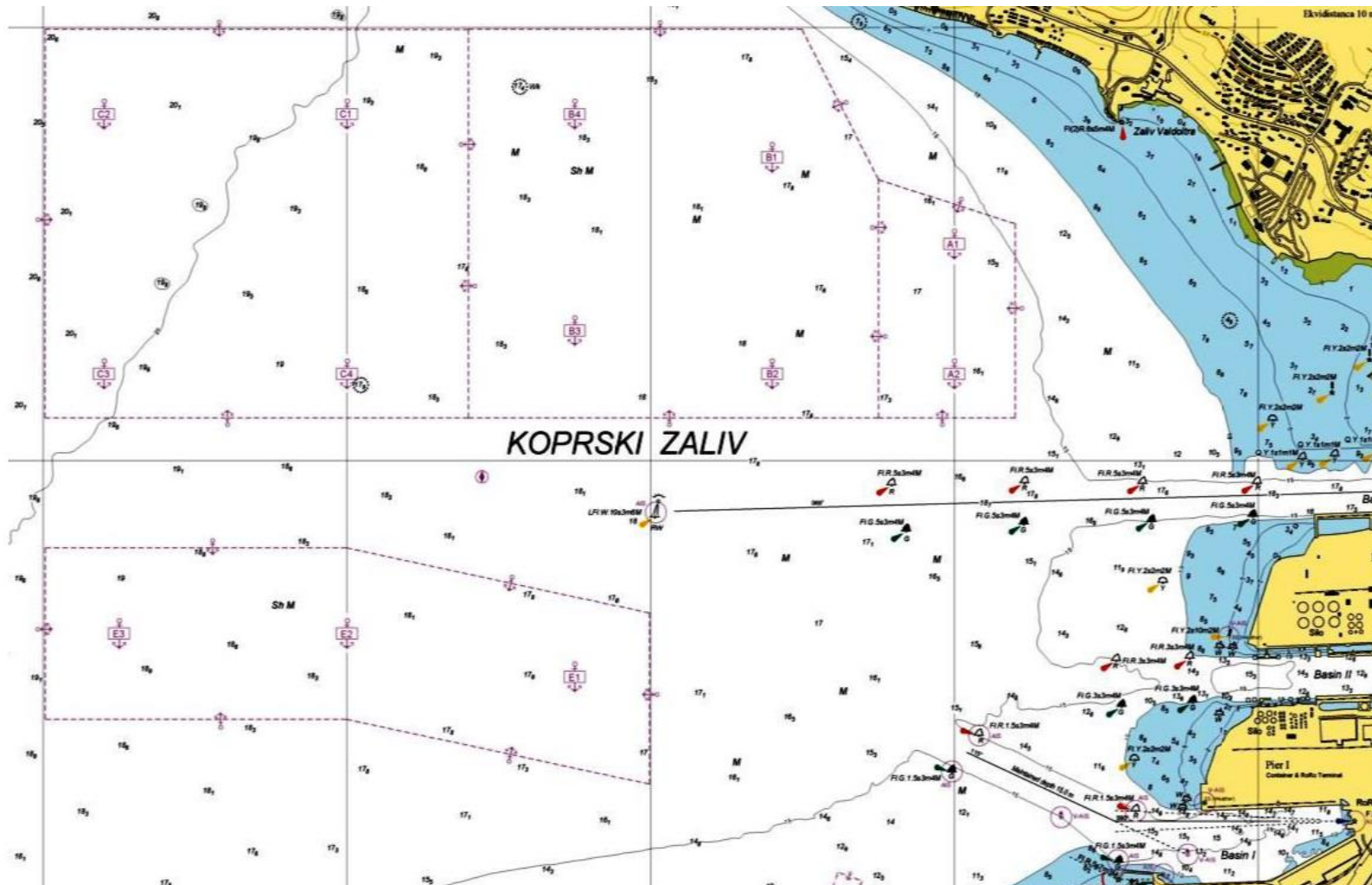
A traffic separation scheme has been established off the port.

Fairway Buoy is in position Lat. 45° 34' N, Long. 013° 42' E.



Anchorage area at port of Koper is divided in four sectors as follow:

There are several anchoring areas and designated anchoring positions as shown on attached chart excerpt below:



Source: GIS; - not for navigation

Area A:

- Vessels up to 100m LOA and max. draft of 8,0 m
- Not allowed for tanker vessels

Position A1	45-34,50 N	013-43,00 E
Position A2	45-34,20 N	013-43,00 E

Area B:

- Vessels with length up to 250m LOA and max. draft < 15,0 m
- Only B3 for tankers

Position B1	45-34,70 N	013-42,40 E
Position B2	45-34,80 N	013-41,75 E
Position B3	45-34,30 N	013-41,75 E
Position B4	45-34,20 N	013-42,40 E

Area C:

- Vessels with length > 250m
- Draft < 17,5 m
- Allowed for tankers (more than 1,0 Nm from shoreline)

Position C1	45-34,80 N	013-41,00 E
Position C2	45-34,80 N	013-40,20 E
Position C3	45-34,20 N	013-40,20 E
Position C4	45-34,20 N	013-41,00 E

Area E:

- No length restrictions
- E1 - Draft < 15,0 m / E2 and E3 - Drafts < 17,0 m
- Not allowed for tankers

Position E1	45-33,50 N	013-41,75 E
Position E2	45-33,60 N	013-41,00 E
Position E3	45-33,60 N	013-40,25 E

2. DETAILS OF PORT ADMINISTRATION

Luka Koper d. d., Port and logistic system is a public limited company which develops and manages the Port of Koper, the only Slovenian seaport of very strategic interest. The company operates all 12 specialized terminals in the multipurpose port, handling all types of cargo: containers, cars and Ro-Ro, various general cargo products, dry bulk, liquid bulk and passengers.

Contact:

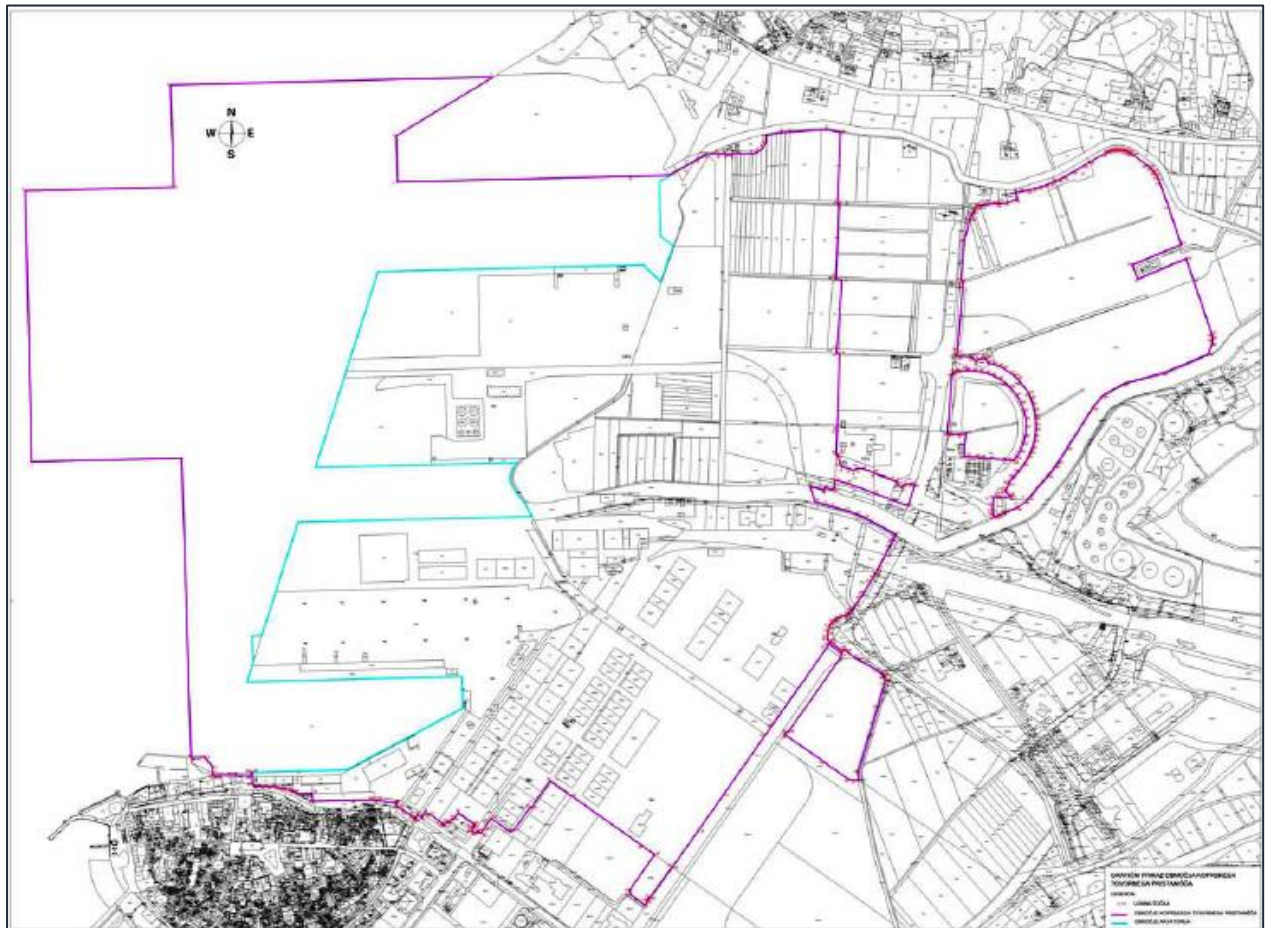
Luka Koper d. d. Vojkovo Nabrežje 38, SI-6501 Koper, Slovenija. T: +386 (5) 665 6100.

F: +386 (5) 639 5020, portkoper@luka-kp.si, www.luka-kp.si

Contact of the National Administration:

Ministry of Infrastructure, Slovenian Maritime Administration, (Uprava Republike Slovenije za pomorstvo), Ukmarjev Trg 2, SI-6000 Koper, Slovenia. T: +386 (5) 663 2100. F: +386 (5) 663 2102. ursp.box@gov.si, www.up.gov.si

Port state control: http://www.up.gov.si/en/maritime_safety/port_state_control/



3. RADIOCOMMUNICATION PROCEDURES AND FREQUENCIES

Service	Call	VHF Channel
Harbour Master 's Office	" Kapitanija Koper" or " Harbour Master 's Office"	08/16
MRCC - Emergency resp. center	Koper MRCC	12/16 & DSC (MMSI: 002780200)
Harbour Pilot	"Piloti Koper" or " Koper Pilots"	08
Tugs	"Adria Tow"	08
Mooring service	"Privezovalci Koper"	08
Koper port operational planning service	"Plan Koper"	08

4. ARRIVAL INFORMATION REQUIREMENTS

Vessels should send ETA to port 7 days, 72, 48 and 24 hours before arrival. Message can be sent through Agent if preferred. The Agent of arriving or departing vessels must submit notifications with the National Single Window (NEO) electronically in accordance with national and EU regulations. In order to make the report, vessel's Agent will require copies of the following documents in advance:

Qty	Document Type	Qty	Document Type
	Arms and Ammunition List (NEO)		IOPP Certificate (NEO)
	Ballast Water Reporting Form (NEO)		ISPP Certificate (NEO)
	Certificate of Fitness (as applicable)		ISPS Declaration (NEO)
	CLC (including bunkers) (NEO)		ISSC (NEO)
	Crew Effects Declaration (NEO)		Maritime Declaration of Health (NEO)
	Crew List (NEO)		Passenger List (NEO)
	Document of Compliance (NEO)		Registry Certificate (NEO)
	General Declaration (NEO)		Safe Manning Certificate (NEO)
	International Load Line Certificate (NEO)		Safety Management Certificate (NEO)
	International Tonnage Certificate (NEO)		Stores List (NEO)
	Certificate of class		Waste Declaration (NEO)

Information needed to be given to the Terminal by the Captain in advance:

- Certificate of class (Type of ship). (Certificate of class will be included in NEO in next two month)
- Loading/unloading sequence plan.
- Distance: length of cargo area, distance from foremost H/C to bow, distance from aft most H/C to stern, accommodation ladder lower platform distance from stern, height of hatch coamings from main deck, LOA, B, SWD, Draft (on arrival, on departure).

- Standing platforms for signalmen available.
- Stowage plan.
- Cargo information.
- Dangerous Cargo Declaration (all details and quantity, separate lists for transit and discharge cargo)
- Position and type of hatch Leeder.
- And all information according to specific Terminal Book.
- Ballasting and deballasting time.

Agent will advise of any other requirements. Vessels failing to comply with the above requirements may be sanctioned and, in some cases, may not be permitted to berth.

Vessels are considered to have arrived when crossing port limits.

List of required documents:

Document type
Arms and Ammunition (Nil) List (NEO – Store List)
Attestation or Approval of Flag State of Passenger Counting and Registration System (including counting system description) (NEO)
Ballast Water Reporting Form ¹ (NEO)
Bill(s) of Lading
Cargo Manifest
Cargo Manifest (freighted)
Certificate of Fitness for the Carriage of Dangerous Chemicals in Bulk (if applicable) (NEO)
Certificate of class (NEO ²)
Certificate of Insurance of Shipowners for Maritime Claims (NEO)
Certificate of Insurance or Other Financial Security in Respect of Civil Liability for Bunker Oil Pollution Damage (if bunkers exceed 1,000 tonnes) (NEO)
Certificate of Insurance or Other Financial Security in Respect of Civil Liability for Oil Pollution Damage (if oil cargo exceeds 2,000 tonnes) (NEO)
Certificate of Insurance or Other Financial Security in Respect of Liability for Death and Personal Injury to Passengers (if applicable) (NEO)
Crew Effects Declaration ¹ (NEO)
Crew List ¹ (NEO)
Dangerous Cargo Declaration (all details and quantity, separate lists for transit and discharge cargo) (NEO)
Document of Authorisation to Carry Grain in Bulk (if applicable) (NEO)
Document of Compliance (NEO)
Document of Compliance for the Carriage of Dangerous Goods (NEO)
Garbage Declaration ¹ (NEO)
General Declaration ¹ (NEO)
International Certificate of Fitness for the Carriage of INF Cargo (if applicable) (NEO)
International Load Line Certificate (NEO)
International Pollution Prevention Certificate for the Carriage of Noxious Liquid Substances in Bulk (NEO)
International Tonnage Certificate (NEO)
IOPP Certificate (NEO)
ISPP Certificate (NEO)
ISPS Declaration ¹ (NEO)
ISSC (NEO)

Maritime Declaration of Health ¹ (NEO)
Master's Declaration ¹ (NEO)
Narcotics (Nil) List (NEO – Store List)
Nil List
Passenger List ¹ (if applicable) (NEO)
Pre-Arrival Notification ¹ (NEO)
Registry Certificate (NEO)
Safe Manning Certificate (NEO)
Safety Management Certificate (NEO)
Search and Rescue Cooperation Plan (passenger vessels) (NEO)
Stores List ¹ (NEO)
Stowaways (Nil) List (NEO)

¹ Forms available from Agent on request.

² Certificate of class will be included in NEO in next two month

5. PORT HEALTH, IMMIGRATION, QUARANTINE AND CUSTOMS REGULATIONS AND PROCEDURES

Vessel must have Maritime Declaration of Health. In the event of any suspected disease or fever on board, Master must advise Agent or Harbour Master. VHF Channel 16. T: +386 (5) 663 2106 or 663 2108. F: +386 (5) 663 2110. koper.mrcc@gov.si kp.promet@gov.si

200 cigarettes for each member of crew and one bottle of spirits per week and reasonable quantity of wine per person per day.

The notification for the Police requirements is implemented in accordance with the provisions of the Schengen Borders Code. For the purposes of border control the master of a ship coming from a foreign port shall send at least 24 hours prior to the arrival in the port of Koper, Crew List and Passenger list.

6. RELEVANT CHARTS AND NAUTICAL PUBLICATIONS

Slovenia Charts No. 1 and 3.

BA Charts No. 1426 and 1461.

BA Mediterranean Pilot, Vol. 3, NP 47

ENC SI 500001

7. PILOTAGE REQUIREMENTS

Compulsory for vessels over 500 g.t. and available throughout 24 hours.

Notification:

Vessels should instruct Agent of requirement at the earliest opportunity with final confirmation sent not less than 24 hours before arrival.

Pilot boarding:

Pilots board at the entrance to the access channels, before the port entrance or at the anchorage. Pilots work on VHF Channel 8. Departing vessels should, in addition to instructing Agent, contact pilots on VHF Channel 8

8. TOWAGE AND TUG ASSISTANCE

Five tugs available (1,472 kW, 1,560 kW, 3,040 kW, 4,760 kW and 5,280 kW). Minimum number of tugs required for berthing and unberthing is based on [national regulations](#), prevailing weather conditions and vessel's manoeuvring ability. Firefighting tugs available. Towage is performed by company [Adria-Tow d.o.o.](#)

Tugs	Length	Breadth	GRT	Speed	BHP	Propulsion	tons pull	bollard
MERCUR	32,5	11,0	475	14,3	6800	2xWoith Schneider	74,3	
ZEUS	34,5	11,6	498	13,7	7077	2xWoith Schneider	74,0	
NEPTUN	32,5	11,0	469	13,7	6474	2xWoith Schneider	71,5	
MAX	30,0	9,9	360	13,5	4200	2 x Azimuth	50,0	
SIRIUS	28,5	8,4	213	12,0	2120	2xWoith Schneider	25,0	
WOTAN	29,4	8,8	245	12,0	2000	2xWoith Schneider	25,0	

SMA (Slovenian Maritime Administration) will decide and give the order on how many tugs has to be used for mooring operations ref. ["Rules on compulsory towing of ships"](#) and depending on weather and traffic conditions in Port of Koper.

Maximum allowable speed of approach and departure in channels is 3 knots.

Maximum allowable speed of approach to the jetty is 0,2 knot.

9. BERTHING AND ANCHORAGE FACILITIES

Anchorage: Designated area is 1.5-2.0 n.m. NW of the port; depth is 10-20 m. with mud bottom.

Berth No.	Length	Depth of water (m)	Cargo	Bollards (mt)	Sea level-MSL Berth level (m)
1a	120	From 6,00 up to 10,20 m	Passengers	From 40 to 100 mt	2,83 m
1	134	From 9,70 up to 11,40 m	Passengers, breakbulk, Ro - Ro	From 30 to 40 mt	2,83 m
2	164	From 9,80 up to 11,40 m	Passengers, breakbulk, Ro - Ro	From 40 to 100 mt	2,78 m
3	128	From 8,90 up to 11,40 m	Reefer, Ro-Ro, breakbulk	40 mt	2,78 m
4	120	From 9,60 up to 10,70 m	Reefer, Ro-Ro, breakbulk	40 mt	2,76 m
5	163	From 5,70 up to 10,00 m	Reefer, Ro-Ro, breakbulk	60 mt	2,76 m
6a Ro-Ro		8.70 m	Ro-Ro	100 mt	1,98 – 2,98 m
6 Ro-Ro		4.00 m	Ro-Ro	From 20 to 100 mt	1,68 - 2,98 m
7	150	From 10,10 up to 11,60 m	Containers, Ro-Ro	From 60 to 100 mt	2,88 m
7a	200	From 11,10 up to 15,10 m	Containers	100 mt	2,93 m
7b	100	From 14,70 up to 15,10 m	Containers	100 mt	2,93 m
7c	146	From 14,70 up to 15,10 m	Containers	150 mt	2,98 m
TC1	84	From 12,40 up to 13,60 m	Methanol, chemicals products	100 mt	5,71 m
TCH	71	From 12,50 up to 13,60 m	Chemicals, products,	100 mt	4,48 – 3,28 m
8a	43	From 6,10 up to 7,40 m	Livestock	60 mt	3,01 m
8	113	From 4,00 up to 8,50 m	Phosphates, fertiliser, alumina, soybean meal	60 mt	3,08 m
9	135	From 8,90 up to 10,00 m	Phosphates, fertiliser, alumina, soybean meal, Ro - RO	60 mt	3,08 m
10	273	From 10,00 up to 13,50 m	Phosphates, fertiliser, alumina, soybean meal, Ro - RO	150 mt	3 – 3,08 m
11	225	From 6,00 up to 13,70 m	Dry bulk, breakbulk, RO-Ro	From 60 to 150 mt	3,58 m
SIL	183	From 13,00 up to 14,00 m	Cereals, oilseed, products, veg oil, Ro - Ro, chemical product	100 mt	3,4 m
PET	102	From 13,50 up to 15,00 m	Chemical products,	100 mt	2,9 m
TRT 1	201	From 17,30 up to 18,60 m	Iron ore, coal, coke	150 mt	3,33 m
TRT 2	200	From 17,80 up to 18,90 m	Iron ore, coal, coke, Ro- ro	150 mt	3,33
TRT 3	236	From 17,20 up to 18,70 m	Iron ore, coal, coke, Ro- ro	150 mt	3,25
VNT Ro-Ro		10,60 m	Ro-Ro, breakbulk	100 mt	1,68 – 2,98 m

10. PORT EMERGENCY PROCEDURES

If you need medical assistance in case of an accident or other incident, call the security center of the Port of Koper, telephone number: +386 05 66 56 950.

A Mariner clinic is available in Koper, which provides medical assistance. Medical care and hospitalization are provided at the General Hospital Izola (7 km).

In case of a safety incident, fire or other accident call the security center of the port of Koper, telephone: +386 5 66 56 950.

Police/Ambulance/Fire: 112

Port of Koper security centre: T: +386 5 6656 950

Emergency Response Centre:

MRCC Koper VHF Channels 7, 8, 12 and 16. & DSC (MMSI: 002780200)

T: +386 (5) 663 2106/8, F: +386 (5) 663 2110, koper.mrcc@gov.si

11. SIGNIFICANT WEATHER FEATURES

Prevailing wind is from the north to NE (Bora) or south to SE (Jugo) during the winter and westerly (Maestral) or north to NNW (Tramontana) during the summer. Tramontana winds are considered to be dangerous due to sudden and strong winds. They can occur at any time but are most common during the late summer or early autumn. Tramontana winds are associated with the passage of cold fronts over the Alps and may be accompanied by line squalls and thunderstorms. Wind speeds of 40-60 knots are possible, lasting 1-3 hours and then calming and becoming NE'ly.

12. AVAILABILITY OF FRESH WATER, PROVISIONS, BUNKERS AND LUBRICANTS

Information for the ships.

Fresh Water:

Available from any pier at a rate of 15 t.p.h. and charged at EUR6.00/ton.

Contact INPO doo. T: +386 (5) 665 6702. F: +386 (5) 665 6406.

Fuel: Available through Agent in Koper

Chandlery

Other services:

Sanitary services and fumigation available upon request.

Contact: [D.D.D.](mailto:D.D.D) T: +386 (5) 630 0480. F: +386 (5) 639 3602 ; ddd.koper@s-net.net;

Repairs:

Small repairs can be carried out at Koper, including repair service for containers. Request for repairs, Hot work, bunkering, including immobilisation shall be forwarded in advance to the Agent. Such request with consent of Luka Koper (port of Koper operations) is then forwarded electronically to HMO duty officer. After reviewing the request, HMO duty officer shall issue permission depending on the nature of the repairs to be carried out.

For hot work, bunkering and immobilization HMO duty officer permission is absolutely necessary!

Prior commencement and after the completion of repairs/immobilisation, Harbour Master Office shall be contacted on VHF channel 08.

Surveyors**13. The maximum size of ship the port can accept****Container vessel**

Max allowed draft is 14,5 m. Basin No 1

Tankers

- Berth TCH: Max draft allowed: 12 m
Max DWT: cannot exceed 40000 dwt
Tanker must be berthed portside
- Berth TC1:
DWT – max 55.000t
LOA – max 200m
Beam - max 32,3m
Draft 11,9m
Tanker must be berthed portside
- Berth SILOS: Jet/Silos
DWT – max 55.000t
LOA – max 200m
Beam - max 32,3m
Draft 12,5m
Tanker must be berthed starboard side
- Berth PETROL: Max draft allowed: 13 m LOA 200m
Tanker must be berthed starboard side

Bulk-carriers

- Bulk-carriers: Berth TR1; TR2; TR3
Max draft allowed: 17,2 m

Berth TR1; TR2; TR3

Max draft allowed: 17,2 m

Berthing and anchorage facilities item nr. 9. See also [Terminal books](#).

14. MAXIMUM PERMISSIBLE DRAUGHT AND MINIMUM DEPTH OF WATER IN NAVIGATION CHANNELS

See berthing and anchorage facilities item nr. 9.

15. WATER DENSITY AT THE PORT

All Berths in Summer: 1.022 - 1.024 kg/dm³

All Berths in Winter: 1.025 - 1.027 kg/dm³

Average during year: 1.022 – 1.027 kg/dm³

16. MAXIMUM PERMISSIBLE AIR DRAUGHT

[See Terminal books](#), Technical data on the berths and loading/ unloading equipment item nr. 2.

17. REQUIREMENTS FOR SHIP'S DRAUGHT AND TRIP FOR NAVIGATION IN THE WATERWAYS

There are no daylight restrictions at the port.

Container vessels:

Max allowed draft is 14,5 m. Ships with draft over 12 m can manoeuvre only in case that wind does not exceed 9,3 m/s measured in 10 min. interval. Visibility cannot be less than 2 x ship's LPP. (Ali "minimum visibility shall not be less than 2 x ship's LPP")

Tankers:

Tankers are not permitted to enter the port if wind exceeds 17 m/s. Visibility cannot be less than 2 x LPP.

18. TIDAL AND CURRENT INFORMATION, AS IT AFFECTS SHIP MOVEMENTS

The average [tide](#) is 1.1 m.

19. RESTRICTIONS OR CONDITIONS ON THE DISCHARGE OF BALLAST WATER

Ballast Water Report Form required.

20. GENERAL PORT REGULATIONS

- When in port, ships must be correctly moored and kept close to the quay at all times.
- Ship must provide safe means of access, preferably an accommodation ladder or gangway. Ship's crew is responsible for positioning ladder or gangway
- Gangway, ship's gear, etc must be kept clear of the cranes, ships unloaders/loaders, bollards, cables and rails at all times.
- During darkness, the gangway, holds and accesses to the holds must be sufficiently illuminated. If not so, any resulting delay will be noted on the statement.
- During discharging or loading operation the hatch covers must be completely opened and effectively secured. The same applies to manhole covers of hold ladders.
- Hold ladders are to be safe and in good condition. All manholds/entrance doors from deck to cargo hold to be opened and secured by ship's crew.
- During the stay in the port it is strictly forbidden to throw any litter or other waste overboard or to spill oil of any grade.
- Environmental controls are very strict. Utmost care must be taken always. Any spillage, however small, must be reported immediately to the shift foreman and see section 2.

- On the entire area of the Port of Koper walking is prohibited. Walking is allowed only if the working process so requires.
- Entering the port between 22.30 and 05.30 hours is permitted only by using organized transfer – taxi service or transfers provided by ship's agent.
- For transfers within the port area between 05.30 and 22.30 hours, a free of charge bus is available. Otherwise, taxi services or transfers provided by the ship's agent can be used.
- For bus schedules and taxi service contacts please ask you agent. Information can be found also on the bus stations around the port and at the main gate.
- Information for the ships: [Port Handbook](#), [Port security](#), [Information for ships](#)

21. INFORMATION ON WASTE RECEPTION FACILITIES IN THE PORT

Garbage collection compulsory. [Service](#) is available each day 0700–1500. Plastic garbage bags are provided on board each day. Charges depend on vessel's tonnage and/or passengers and payable in EUR. Larger collections and other service arrangements can be made.

Slops Disposal: Waste oil is collected by truck.

Legal disclaimer:

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Record of corrections:

Version	Rev.	Date	Change	Remark
March 2019	0	03-2019	Initial version	None
June	1	06.2019	Port data, Shortcuts	N/A