

# ***CARGO ACCEPTANCE STANDARDS***

## ***CARGO RECEIVING GUIDELINES***



# Cargo Categories & Table of Contents

---

<b><u>Autos</u></b>	pg 3	<b><u>Loaded Trucks/Trailers/Combos</u></b>	pg 31
• Non-Running Autos	pg 4		
• ATV's & Motorcycles	pg 6	<b><u>Hazardous Cargo</u></b>	pg 33
<b><u>High &amp; Heavy</u></b>			
• General Instructions	pg 8	<b><u>Static Cargo - Forkliftable or Mafi</u></b>	pg 36
• Box Trucks & DryVan Trailers	pg 9		
• Dump Trucks & Dump Trailers	pg 13	<b><u>Wood Packaging Material</u></b>	pg 38
• Trash Trucks	pg 16		
• Piggyback Trucks	pg 18	<b><u>NYK Clean Cargo Policy</u></b>	pg 39
• Steel Tracked	pg 20		
• Steel Spike Wheel	pg 24	<b><u>Fumigation</u></b>	pg 40
• Trailers	pg 26		
• Combos	pg 28	<b><u>Dock Receipts</u></b>	pg 41

# AUTOS

- 1/4 tank of fuel or less**
- Steering & brakes working**
- All 4 tires inflated**
- Operates in “FWD” & “REV”**
- Leaking oil or fluids; Broken glass in vehicle**
- Personal effects or trash, including in trunk**
- Deployed airbags or missing uninflated airbags**
- Heavy damage that is considered unsafe**

# NON-RUNNING AUTOS

- Steering & brakes working, 1/4 tank fuel or less**
- Vehicle can be placed in “N”**
- Towed if doesn’t start with only a “battery jump”**
- Damaged vehicles towed at NYK’s discretion**
- Leaking oil or fluids; Broken glass in vehicle**
- Personal effects or trash, including in trunk**
- Deployed airbags or missing uninflated airbags**
- Heavy damage that is considered unsafe**





## Trash in vehicle



## Organic material – leaves, sticks, dirt

# ATVs & MOTORCYCLES

---



**ATV's received & handled as an "auto"**



**Motorcycles received & handled as "static"**



**Motorcycles = on pallet / in crate**

**This to avoid accidents on ramps & wet decks**



**3+ wheeled vehicles may be driven onto ship**



**2 wheeled bikes are never driven onto ship**

**These handled as "static" cargo**

# ATVs & MOTORCYCLES



**Motorcycle secured to pallet**



**ATVs handled as  
self-propelled**



# HIGH & HEAVY

- Post in cab any special starting instructions
- Secure or remove any loose parts
- Unit must start with only a “battery jump”
- Brakes & steering function normally
- Never towed onto vessel
- Personal effects, trash, scrap material, dirt/mud
- Broken glass in unit
- Heavy damage that is considered unsafe

Send photos to NYK in advance of delivery to confirm acceptable condition



# BOX TRUCKS & DRYVAN TRAILERS 9

---



**Cargo spaces to be UNLOCKED & accessible**



**Cargo spaces must be EMPTY**



**Nothing loaded inside these trucks & trailers**



**Locks or Seals on cargo access doors**



**Personal effects, household goods, trash**

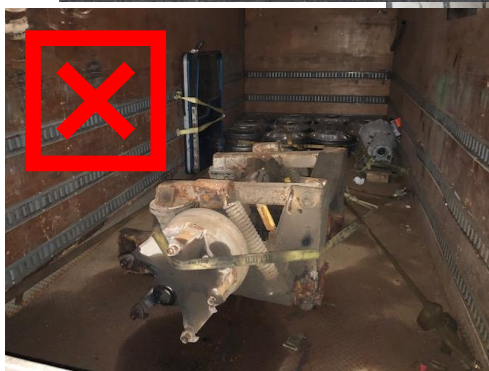
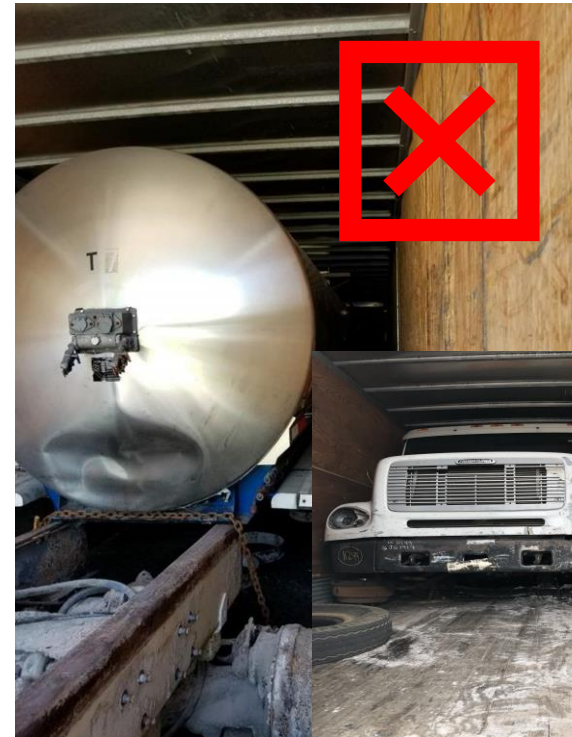


**Machinery, car or truck parts, automobiles**



**Trucks or Trailers loaded inside another**

# BOX TRUCKS & DRYVAN TRAILERS





# BOX TRUCKS & DRYVAN TRAILERS

11

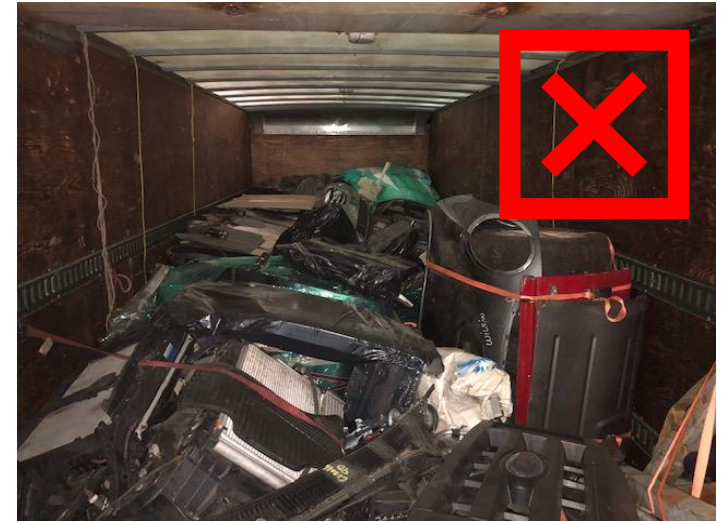


**NYK no longer accepting loaded Box Trucks or DryVan/Reefer Trailers. These units are not built to withstand the stresses of an ocean voyage in a loaded condition. Also there are insufficient securing/lashing points for misc. loaded cargo.**

# BOX TRUCKS & DRYVAN TRAILERS 12



Nothing to be loaded inside these trucks & trailers.





# DUMP TRUCKS / DUMP TRAILERS

---

- Anything loaded inside listed in detail on D/R
- Loaded cargo stowed in organized manner
- Cargo blocked / braced / lashed sufficiently
- Subject to inspection & approval by NYK Ops
- Scrap material or loose trash
- Cargo loaded loosely or carelessly
- Organic material – dirt, plants, tree bark, etc
- Tarps or covers obstructing ability to visually

**inspect all loaded cargo**

# DUMP TRUCKS / DUMP TRAILERS





# DUMP TRUCKS / DUMP TRAILERS



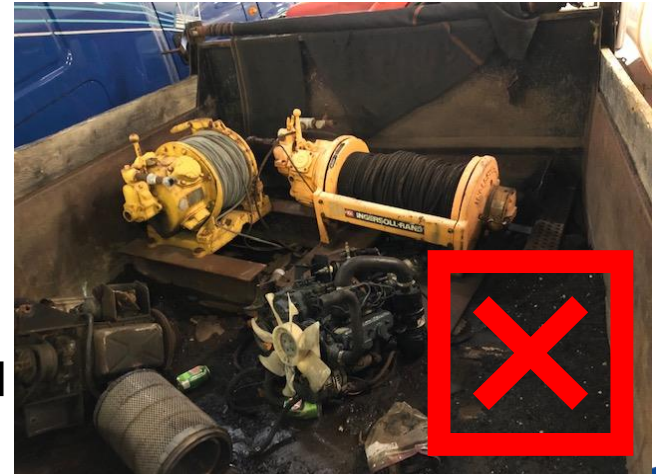
**NO**

**Leftover trash.**

**Scrap parts.**

**Dirt & plant material.**

**Cargo loosely placed  
without lashing &  
blocking / bracing.**



# TRASH TRUCKS

---

16



Rear hopper EMPTY & CLEAN



Rear tub drained of water, drain plug removed



Residual trash



Scrap or parts loaded in rear hopper



Organic material – dirt, plants, tree limbs, etc



Large amount of collected water in hopper



# TRASH TRUCKS



**NO**

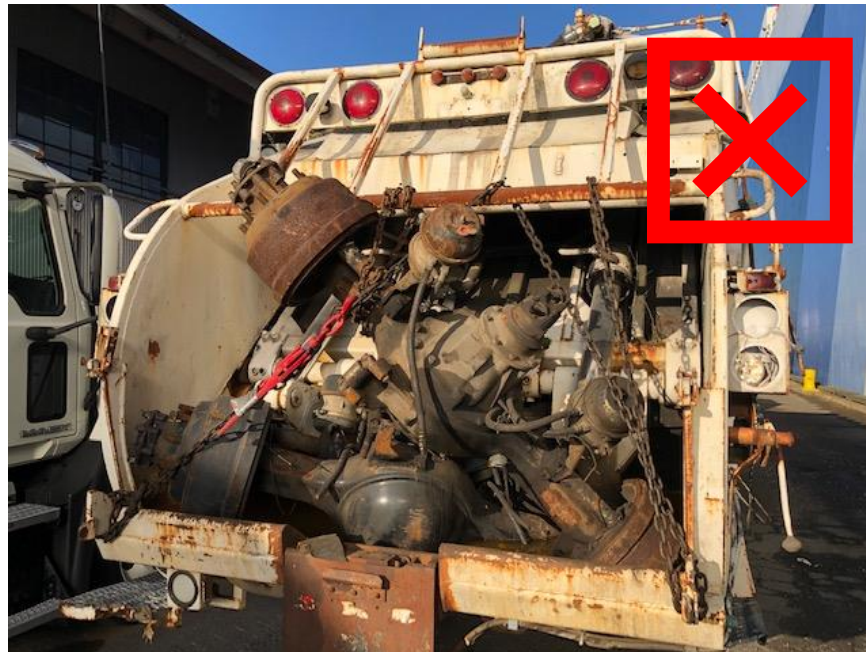
Leftover trash.

Standing water.

Plants / weeds.

Any organic material.

Scrap or truck parts.



# PIGGYBACK TRUCKS

---

- Max 2 trucks connected as 1 unit
- Must use a specialized mounting device that connects onto fifth wheel plate of front truck
- Front tires of rear truck ok stacked behind cab and lashed securely
  
- Loading “extra parts” on chassis behind cab
- Jerry-rigged towing / mounting connections

# PIGGYBACK TRUCKS

Removed tires ok stacked behind cab



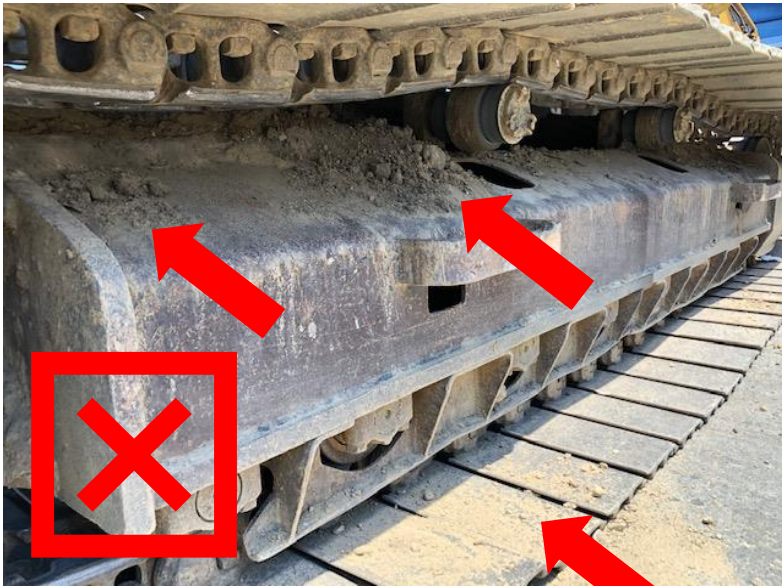
Loose engine or other parts NOT ok loaded behind cab

# STEEL TRACKED

- Special attention to CLEAN units**
- Must be fully power-washed prior delivery**
- Full length of tracked surface must be clean**
- Buckets/attachments to be fully locked/secure**
- Dirt in or around tracks & track frame**
- Hydraulic oil leaks**
- Additional buckets/attachments carried inside primary bucket – this is not safe or secure**



# STEEL TRACKED



**Dirt**

unacceptable

**Oil leaks**



# STEEL TRACKED



**NO**

**Dirt**

**Oil leaks**



**All surfaces power-washed**

# STEEL TRACKED



**Buckets/attachments to be fully locked/secure**

**Second loose buckets should be shipped separately as  
'breakbulk' / 'loose parts'**

**THIS IS A SAFETY ISSUE**



# STEEL SPIKE WHEEL

- ✓ Usually “Landfill Compactor” type
- ✓ Quote & booking must specify Mafi is required
- ✓ Always must be loaded on a Mafi
- ✓ Same receiving standards as “Steel Tracked”
- ✓ Flat spike drum w/ tires in rear ok as ro-ro
- ✓ Smooth drum rollers ok as ro-ro single or double drum
- ✗ Never drive steel spike wheels up sternramp

# STEEL SPIKE WHEEL

**MUST SHIP  
ON MAFI**



**MUST SHIP  
ON MAFI**

**RoRo, Self Propelled OK**

# FLATBED / LOWBOY TRAILERS

---

26

- Air brakes & landing legs operable, tires inflated
- Anything loaded listed in detail on D/R
- Loaded cargo stowed safe & organized manner
- Loaded cargo lashed sufficiently
- Overloading beyond safe weight capacity
- Stacking cargo - All loaded cargo must be resting directly on trailer's deck
- Tarpred or covered cargo, unable to verify if properly lashed and secured



# FLATBED / LOWBOY TRAILERS



Stacking unacceptable

Cargo over-loaded on trailer & insufficient securing



Cargo loaded on container chassis not acceptable

# COMBOS (Truck & Trailer)

---

28



**Same receiving standards as H/H & Trailers**



**Sufficient power to back trailer up sternramp**



**Sufficient brakes to safely stop the unit**



**Lowboy trailers connected as combos. These must be disconnected and received, measured and loaded as 2 separate units (1Truck + 1Trailer)**

**Ground clearance is usually insufficient for lowboys, so they must be loaded with a tugmaster with adjustable lifting height**

# COMBOS (Truck & Trailer)





# Lowboy Trailers, Not Part of a Combo 30



These cannot ship as “combos” due to low ground clearance of trailers.



Must deliver to terminal as 2 separate units.  
1 Truckhead.  
1 Loaded (or empty) Trailer.



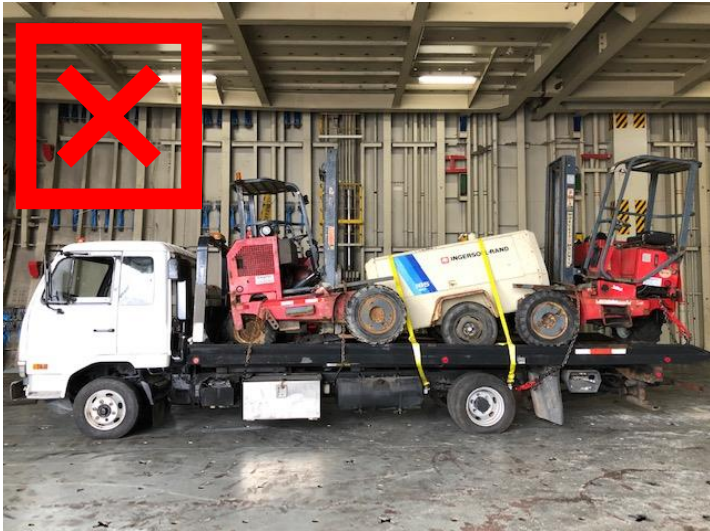
# HIGH & HEAVY - LOADED UNITS

31

- Verify that box trucks & dryvan trailers are MTY
- Loaded cargo to be detailed on D/R w/ weights
- Lashings to be sufficient & tight
- Individual lashings pulling opposite directions
  
- Undeclared or unauthorized cargo
- Loose lashings
- “Over the top” straps alone are not sufficient



# “LOADED” HIGH & HEAVY



**Overloaded trucks,  
unsafe to operate.  
Cargo not loaded  
on stable base of  
trailer.**



**Work truck  
contents  
loaded loosely.**

**Loose parts  
loaded behind  
cab chassis  
frame, not  
acceptable.**





## NYK RoRo currently does NOT accept ANY hazardous cargo



**Purge Certificate is required for empty Tank Trucks / Trailers that previously have carried Haz materials.**



**Submit this to terminal with D/R paperwork. Also provide a scanned copy to NYK Customer Service Rep.**



**Remove / Cover any old Haz placards prior delivering cargo to terminal.**

# HIGH & HEAVY – HAZ CARGO

## NYK RoRo currently does NOT accept ANY hazardous cargo



Used propane tanks should be removed from cargo prior delivery at terminal



Labels and placards to be covered or removed by shipper prior cargo delivery, if tank has been properly purged

## Units with removable / external propane tanks:



Tank will be removed at POL by stevedores or NYK Ops before/after cargo loads vessel & prior to vessel sailing.



Shipper to contact terminal & retrieve tank left behind.



Shipper/Consignee to arrange tank at POD/Destination.

## Units with fixed Compressed Natural Gas engines:



Acceptable to load onboard NYK PCTC vessels, provided cargo's fuel type is declared in advance by shipper, and NYK confirms acceptance.

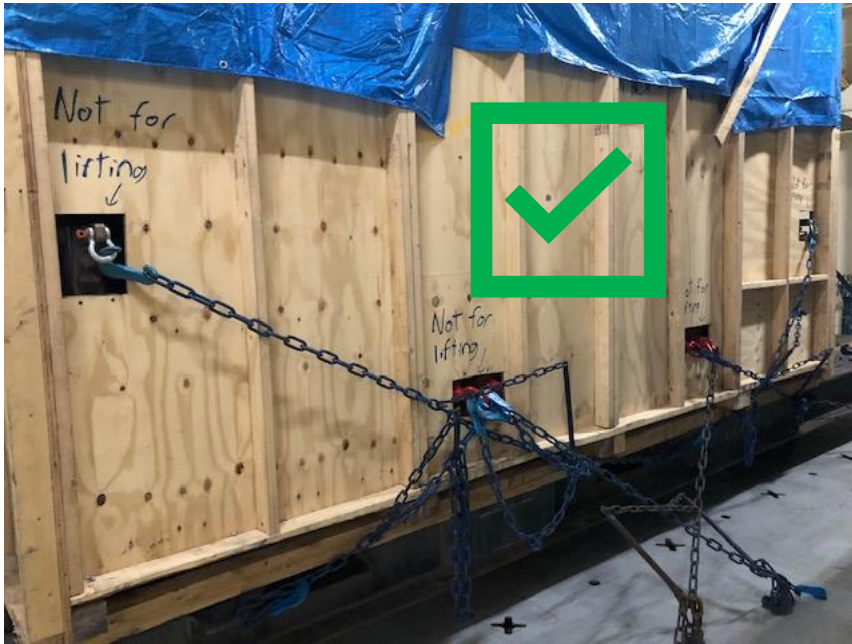


# STATIC

- Provide photos at quoting / booking stage
- Confirm w NYK: Mafi or Forkliftable
- Professionally skid / crate the cargo if needed
- Heavy crates require special marking & access
- Label all accessible lifting / lashing points
- Contact terminal in advance of cargo delivery

Determine: unloading charges, crane rental, lifting charges

**Contact NYK RoRo Ops if further guidance needed**



**Crate has built-in access to direct cargo lashing points. Required on crates over 10t.**



**Crate insufficiently marked – no Center of Gravity, etc. No access points available for proper cargo securing to mafi trailer.**

**Contact NYK RoRo Ops if further guidance needed**

# WOOD PACKAGING MATERIAL (WPM) 38

---

- ✓ Pallets, crates, boxes, reels, dunnage, etc
- ✓ ISPM 15 compliant
- ✓ Wood is debarked & heat treated or fumigated
- ✓ IPPC Stamped to prove compliance with above
- ✓ Subject to USDA inspection at POL
- ✓ Non-compliance at destination subject to fumigation or re-exportation to country of origin
- ✓ [https://www.aphis.usda.gov/aphis/ourfocus/planthealth/sa\\_export/sa\\_wood\\_packaging/ct\\_wpm\\_faqs](https://www.aphis.usda.gov/aphis/ourfocus/planthealth/sa_export/sa_wood_packaging/ct_wpm_faqs)



# “CLEAN CARGO” POLICY



**NYK adheres to cargo regulations imposed by USDA and other domestic & foreign gov't agencies**



**NYK also has global cargo cleanliness standards that must be upheld to ensure integrity of international commerce**



**Shippers are responsible to deliver “clean” cargo for export – free of dirt, seeds, wood bark, debris, etc.**



**Cargo must also be free of leaks (fuel, oil, hydraulic oil)**



**Shippers are subject to “clean-up fees” from terminals if cargo leaves behind significant dirt, oil, etc.**



**NYK has right to inspect & reject any cargo that does not meet our cleanliness standards, even if terminal accepts the cargo**



**Shipper responsible to arrange fumigation for export cargo to following destinations, in accordance with each destination country's unique import regulations:**

- **Chile**
- **Colombia**
- **Australia**



**Fumigation to be completed on-terminal within 5 calendar days of cargo loading to vessel**



**NYK can provide local guidance for all POLs and also consult w/ our colleagues in destination countries**

# DOCK RECEIPTS

- All fields accurate & updated
- BOOKING #** is for current vessel
- Cargo description is detailed
- Weight accurate, units labelled correctly LBS/KGS
- List in detail **ALL** cargo contents w weights
- Undeclared or unauthorized cargo
- Mis-labelled weight / units
- Outdated vessel/voyage or booking #



# ***Thank you for your business!***

---

***We appreciate your continued support in our effort to offer safe, reliable and reputable ocean transportation.***

