GENERAL ORGANISATION OF SEAPORTS·BAHRAIN
المؤسسة العامة للموانئ البحرية·البحرين

APPLICATION FORM FOR A PORT OPERATING LICENSE

The GOP Port Operating License is issued pursuant to the terms and conditions set out in the GOP Regulations pertaining to Operating a Port, Jetty or Similar Facility in the Kingdom of Bahrain and at the absolute discretion of General Organisation of Sea Ports ("GOP").

INSTRUCTIONS TO THE APPLICANTS

1. The applicant shall fill out the Port Operations License Application Form, stating the following;

   a) Company Particulars
   b) Jetty Particulars

2. The applicant shall provide all relevant documentation as required in Section C.

SECTION A : DECLARATION OF COMPANY PARTICULARS

1. Company Name

2. Commercial Registration

3. C.R. Expiry Date (DD/MM/YY)

4. Address

5. Telephone No.

6. Fax

7. Email

8. Name of Contact Person to the GOP

9.Designation / Occupation

SECTION B : DECLARATION OF JETTY PARTICULARS

1. Official Jetty Name

2. Year of Jetty Construction

3.a Latitude of Jetty 26' . N

3.b Longitude of Jetty 50' . E

4. Name of Owner

5. Name of Tenant (if different from owner)

6. Lease Period (if tenant)

From To

7. Telephone No. 8. Fax

9. Email

10. Name of Contact Person to the GOP

11.Designation / Occupation

12.a Number of Employees/Workers 12.b Thereof Bahraini

SECTION C : FURTHER REQUIRED DOCUMENTATION

Please check that you have provided the following required documentation along with this application form:

☐ Draft copies of the Memorandum of Association, containing the names of the partners/shareholders, the company objectives, and a statement which indicates the authorized signatory/persons in the administrative, financial and legal affairs of the company.

☐ A business plan providing details on:
- Type of activity or activities
- Range and type of goods/cargo to be handled
- Role and functions of Harbour and Marine Manager
- Compliance with ISPS Code – If the facilities are receiving ships /vessels engaged in international voyages, the provision of ISPS code should be complied with.
- Security, Immigration and Customs arrangements

☐ Property survey document

☐ Insurance covering property.

☐ A contingency plan approved by the Environmental Agency to combat any accidental pollution;

☐ A waste management plan approved by the Environmental Agency for the disposal of wastes especially oily water and sewage.

☐ Documentary evidence by the applicant that he has been authorized by the owner (where different) to operate the licensed facility.

☐ Documents pertaining to the experience and the qualifications of the General Manager of the company, including evidence of
- experience in port management/operations for no less than 2 years; and/ or
- adequate maritime/port qualifications or equivalent.

☐ Signatory Authorization Letter

I hereby declare that the information contained in this form and any supporting attached documents are accurate and truthful to the best of my knowledge.

I hereby declare that I am authorised to sign on behalf of the applying company in this application as evidenced by the attached "Signatory Authorisation" letter.

I hereby acknowledge that the General Organisation of Sea Ports has the right, at anytime, to request any additional information or documents necessary with regards to this application.

I hereby agree to abide by the Regulations pertaining to Operating a Port, Jetty or Similar Facility in the Kingdom of Bahrain and any other terms and conditions as may be implemented by GOP from time to time.

_____ _____

Signature of GOP Applicant Date (DD/MM/YYYY)

SECTION D: FOR OFFICIAL USE ONLY

Time and Date Received: _____ Received By: _____