

NYK Group Americas Inc.

General Terminal Receiving & Loading Criteria for RoRo cargo

NYK Group America Inc. is committed to safeguarding the safety and security of all cargo, crew members, longshore personnel, and vessels. The company adheres strictly to all applicable national and international regulations pertaining to safety, security, and environmental protection.

This document delineates the expectations and requirements for cargo screening prior to acceptance for loading onto NYK vessels. Compliance with these guidelines is essential to uphold our commitment to operational safety, security, and environmental responsibility.

All mandatory IMO conventions and their requirements on carriage must be adhered to at all times.

NYK reserves the right to reject cargo at anytime, and any failure on part of shipper to comply can result in cancellation of booking. Shipper or Consignee can be held responsible for any costs and/or losses associated with such failure.

Should cargo encounter operating challenges at Port of Discharge, NYK reserves the right to arrange specialists and/or equipment at NYK's discretion to discharge units safely ensuring smooth operation. Shipper or consignee will be responsible for any costs and delays.

Local regulations for cargo acceptance may apply and supersede any standards listed below, provided they are more stringent than that of NYK.

Exact transport dimensions should be declared at the time of booking to allow correct onboard stowage, space calculations and accurate freight calculations.



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Non-Running Cargo Policy

It is the policy of NYK Group America Inc. that non-runners will not be accepted at our Terminals or loaded on our vessels. Units that are delivered and received as non-runners, or units delivered in a running condition but subsequently identified with mechanical issues, at time of loading will be cut from loading.

Self-Propelled Cargo

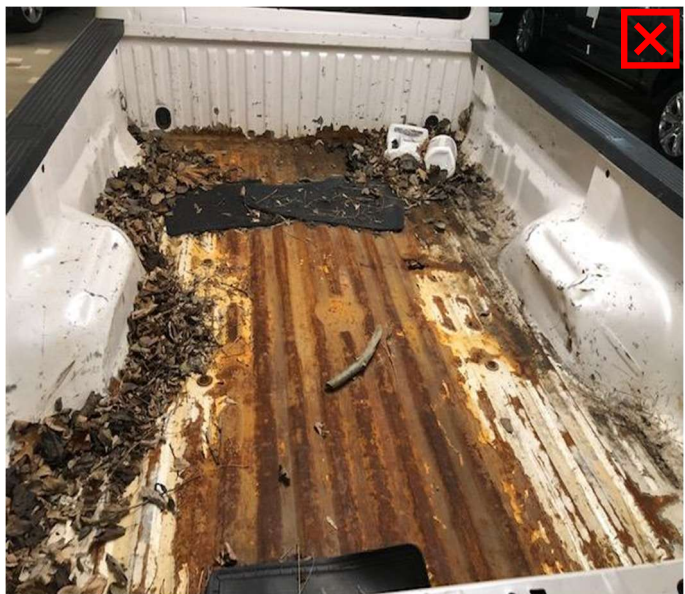
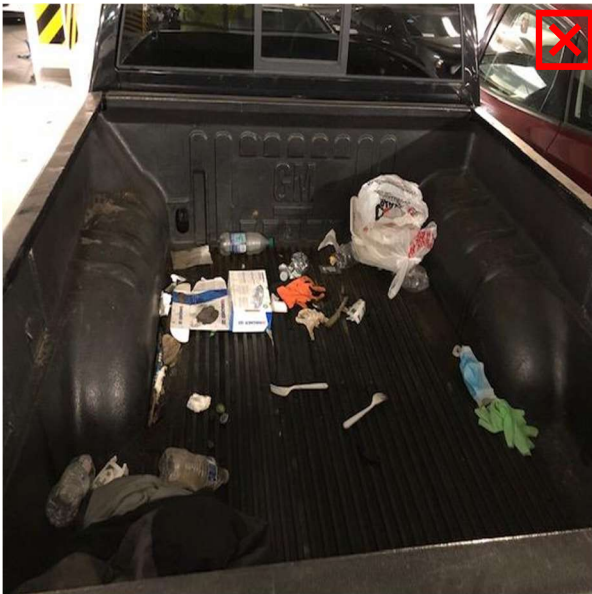
All self-propelled cargo, including automobiles and heavy equipment, shall be operated under their own power. On the day of loading, mechanical assistance beyond standard procedures such as battery jump-starting or refuelling shall not be guaranteed. This requirement is applicable to all ports where NYK Group America Inc. assumes responsibility for cargo handling, including loading, transshipment, and discharge activities.

In the event of technical difficulties at the port of loading, the shipper or consignee shall be responsible for arranging technical assistance at the port of discharge and or any transshipment ports, provided that prior approval has been obtained from NYK Group America Inc.

If technical issues are experienced in the port of loading, shipper/consignee must ensure technical assistance is arranged at the port of destination, and any transshipment ports, following permission from NYK Group America Inc.

Cars, SUV's, and Vans: (Self-propelled)

- Four wheels with four fully inflated tires.
- Properly running engine. Engine must be able to start on own, whether with quick jump-start or refueling only.
- Properly functioning transmission. Unit must be able to operate in forward and reverse.
- Properly functioning brakes, emergency brakes and steering unit.
- No leaking oil or fluids.
- Fuel tank must be less than ¼ full.
- Fully intact windshields and windows. No broken glass in unit.
- Driver seat belt must be intact and fully functioning.
- If equipped, airbags must be intact, not deployed.
- There must be no visible signs of blood, bodily fluids.
- No personal effects are to be left in the vehicle.
- All federal, state, and local license plates and registration stickers must be removed from the unit prior to receiving them at the terminal.
- No Trash, organic material (leaves, sticks, dirt, mud), scrap material, in vehicle.
- Units exhibiting any form of Fire damage will not be accepted under any circumstances.
- NO Salvage Units of any type will be accepted under any circumstances



***Running POV's are not accepted on any type of trailers
(Truck Trailer Combo or Trailer).***

Running POV's must be shipped separately

Non-Running Autos will Not be accepted

High/Heavy Units and Motorcycles / ATVs

- If equipped with wheels, all wheels must be intact with fully inflated tires.
 - If equipped with tracks, all tracks must be intact, fully functioning, and clean of debris.
 - Tank trailers or tank trucks must have a clean / purge certificate, certifying that tank is empty and clear of fluid and/or gas and purged.
 - Properly running engine. The engine must be able to start on its own or with quick jump-start only.
 - Properly functioning transmission and hydraulic systems. (Unit must be able to operate in forward and reverse).
 - Properly functioning brakes and steering unit.
 - All federal, state, and local license plates and registration stickers must be removed from the unit prior to receiving them at the terminal.
 - No leaking oil or fluids.
 - Fuel tank must be less than ¼ full.
 - Fully intact windshields and windows. No broken glass in unit.
 - No personal effects are to be left in the vehicle.
 - No Trash, organic material (leaves, sticks, dirt, mud), scrap material, in vehicle.
 - All safety equipment used during normal operation of the unit must be intact and fully functioning, including but not limited to seat belt, roll-cage and/or safety bar, emergency shut-off or fuel cut-off switches, etc.
 - Please contact NYK Group America Inc. if cargo is delivered in a “stripped down” mode (e.g. cab, equipment, etc., is shipped separately and not intact).
 - There must be no visible signs of blood or other bodily fluids.
 - Cargo space must be unlocked and accessible and empty.
 - Units exhibiting any form of Fire damage will not be accepted under any circumstances.
 - NO Salvage Units of any type will be accepted under any circumstances.
- Motorcycles with 2x wheels must be secured to a skid or pallet and handled as static for safety reasons.



Two-wheeled vehicles, motorcycles, must NOT be operated or driven onto the vessel. These units are to be treated strictly as loose static cargo and should be loaded and secured accordingly.

- ATV's with more than 2 wheels are handles as Self Propelled and may be driven on vessel.




Piggy Backed Cargo

Piggyback cargo, where two truck heads are securely connected and transported as a single unit, are acceptable provided all below safety, and operational requirements are met.

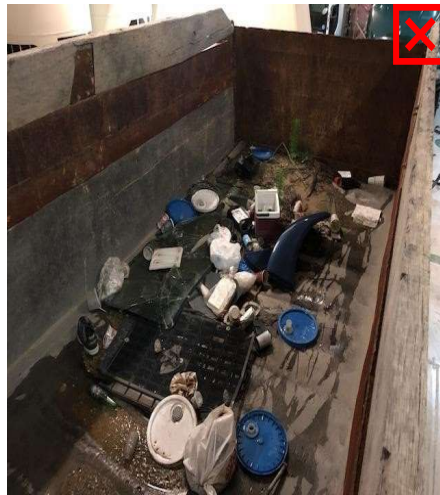
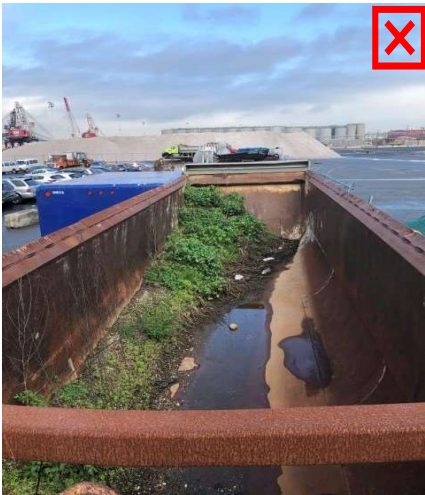
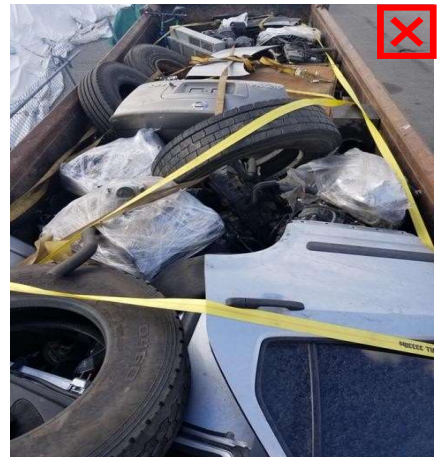
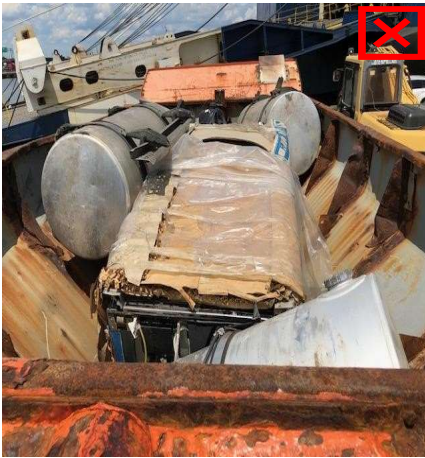
- Two units must be properly attached/connected. All connections must be using appropriate, manufacturer-approved components. The use of aftermarket makeshift or temporary connections is prohibited and will result in cargo being cut.
- Maximum 2 trucks connected as 1 unit (move)
- Front tire of rear truck ok to be stacked and properly lashed behind cab.



 Loose engine or other parts NOT ok loaded behind cab

Loaded / Stuffed Dump Trailers

- Loaded or stuffed trailers are accepted but must be accessible for content and safety inspection.
- Anything Loaded has to be listed in Detail on the D/R.
- Air Brakes & Landing Legs must be operable, and tires fully inflated.
- Cargo should be blocked and braced properly for sea.
- Additional lashings are to be applied as required or requested.
- No cargo should be lashed to other cargo.
- All cargo should be resting directly on trailers deck.
- Cargo must be stowed / loaded in an organized manner.
- Cargo loaded onto the trailer must conform to the trailer's designated weight limits and adhere to the specifications established for the respective rated trailer.
- All cargo will be subject to inspection and approval by NYK Ops at any time.

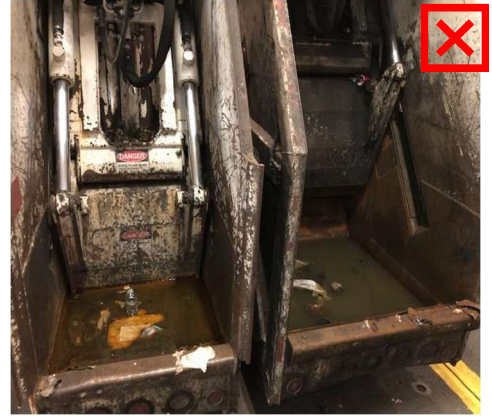
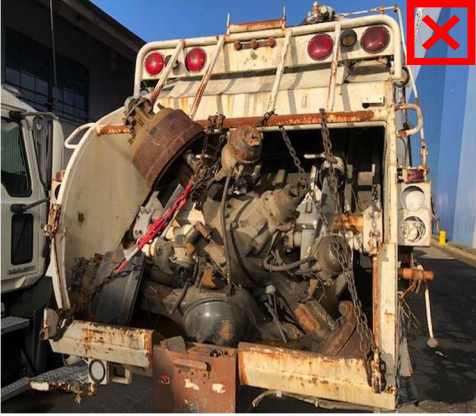


X NO Leftover trash, Scrap parts, Dirt & plant material, Cargo loosely placed without lashing & blocking / bracing, tarps obstructing a visual inspection.

- Tarped or covered cargo, unable to be verified on lashing and securing will be cut

Trash Trucks

- Rear Hopper must be empty and clean
- Rear tub drained of water and drain plug removed

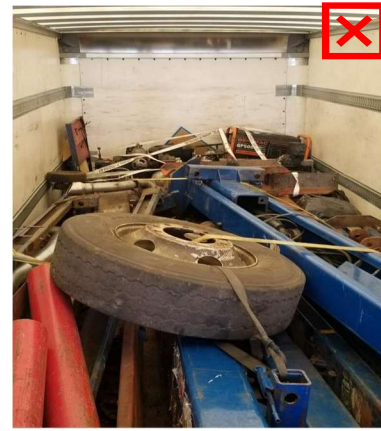


- ❌ No residual trash, scrap or parts in rear hopper, organic material (dirt, plants, tree limbs, etc.) NO Standing water in hopper.

Box Trucks

(Box trucks are not strong enough to hold cargo during sea conditions and do not have sufficient lashing points)

- Nothing should be loaded inside or on top of.
- Cargo Spaces to be unlocked and accessible (No Locks or Seals on cargo access Doors)
- Cargo Spaces must be empty



NYK *does not* accept loaded Box Trucks or Dry Van / Reefer Trailers. These units are not built to withstand the stresses of an ocean voyage in a loaded condition. Additionally, there are insufficient securing / lashing points for miscellaneous cargo within unit.

Box Trailers


(Nothing should be loaded inside or on top of a box trailer. Box trailers are not structurally designed to withstand the dynamic forces encountered at sea and lack adequate lashing points required to secure cargo safely. Utilizing box trailers in such conditions poses a significant risk to both cargo integrity and vessel safety.)



Lowboy Trailer / Low Ground Clearance Trailers

- If cargo is loaded it should be loaded on the platform section of the trailer and properly lashed down to the trailer.
- Air brakes and landing legs operable, tires inflated
- Nothing should be resting or stowed on the goose neck section.
- These trailers must be accepted alone (No truck head/Combos) with their own dock receipt.
- Hydraulics must be operable



 It is prohibited to tow Lowboy trailers directly attached to truck heads (i.e., connected as a single unit). These units must be disconnected and managed as two separate entities: a truck tractor and trailer. Each component should be measured, received, and loaded independently. Due to generally insufficient ground clearance for lowboy trailers, it is necessary to utilize a tugmaster equipped with an adjustable lifting fifth wheel to facilitate proper loading procedures.

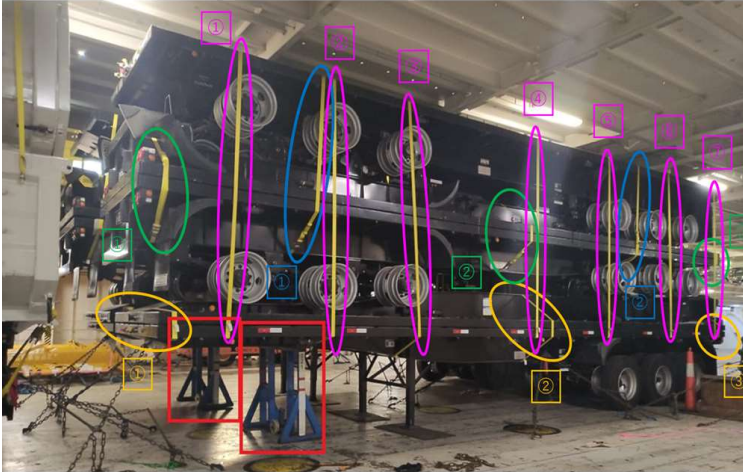
Flatbed Trailers

- Loaded or stuffed trailers are accepted but must be accessible for content and safety inspection.
- Anything Loaded has to be listed in Detail on the D/R.
- Air Brakes & Landing Legs must be operable, and tires fully inflated.
- Cargo should be blocked and braced properly for sea.
- Additional lashings are to be applied as required or requested.
- No cargo should be lashed to other cargo.
- All cargo should be resting directly on trailers deck.
- Cargo must be stowed / loaded in an organized manner.
- Cargo loaded onto the trailer must conform to the trailer's designated weight limits and adhere to the specifications established for the respective rated trailer.
- Individual lashing pulling in opposite directions.
- All cargo will be subject to inspection and approval by NYK Ops at any time.



Stacked Trailers and Chassis

- **Green circles** – indicates lashing between individual trailers.
- Should be No steel-on-steel contact (rubber mats or dunnage should be between each trailer).
- 4 stacks are recommended, but 5 stacks can be accepted.
- Can accept 5 high with welding. Welding bars, minimum 50mm width, and 6mm thickness firmly contacting all units in stack. Total 4 each side.
- Trailer horses should be used for shipping at all times during sea transport.



Proper material / Dunnage between Trailers



No Trestle or Trailer Horse used

Combos (Truck & Trailer)

- Same receiving standards as H/H and Trailers
- Sufficient power to back trailers up the stern ramp
- Sufficient brakes to safely stop the unit



Loaded High and Heavy



Overloaded truck bed



NO Loose parts loaded behind cab



Cargo not loaded stably and on base of chassis

NYK has the discretion to reject cargo at any time due to insufficient or incorrect lashing

Steel Tracked Units

- Units must be clean free of soil and debris
- Must be fully power washed prior to delivery
- The entire length of tracked surfaces must be clean



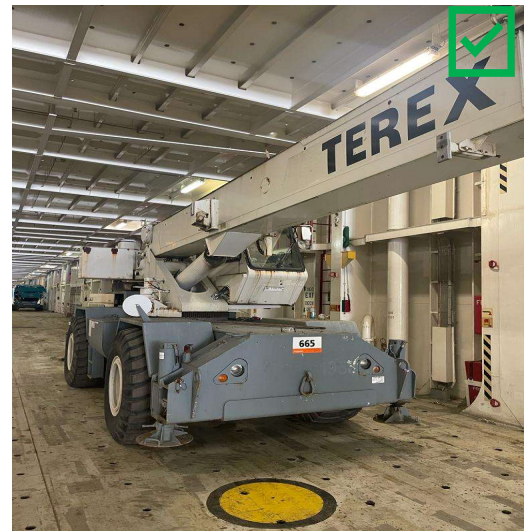
Excavators

Excavator booms must be lowered and retracted buckets tucked in.
All cargo unloaded and staged must be in transport mode for proper staging and correct measurements.



Cranes

Crane booms must be in fully lowered and secured position



Wheel Loaders

Wheel Loader buckets must be flat on the ground arm fully retracted in



Buckets / Attachments to be fully Locked / Secured

Backhoes equipped with a rear boom safety pin, should be engaged



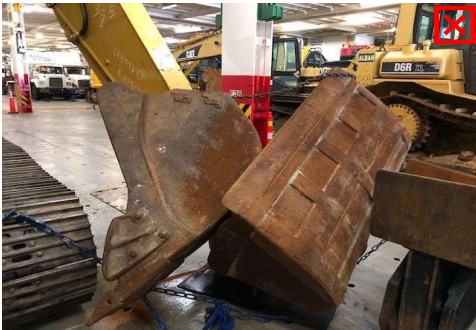
Backhoes NOT equipped with a rear boom safety pin bucket should be flat on ground, Bucket on boom tucked in, front arms fully retracted with bucket flat on ground



No additional buckets/attachments permitted inside primary bucket – this is not safe or secure.



- Below buckets improperly secured



- No Fluid Leaking (Hydraulic, Brake, Antifreeze, Oil)



Combines

Ladders must be folded in and secured when delivered to terminal



Steel Spike Wheel / Drum Rollers

- Same receiving standards as “Steel Tracked”
- Smooth drum rollers OK as RoRo – Single or double drum



Boats - Trailer and Cradle

- Boat cradles shall be designed and constructed to possess adequate structural integrity to endure all stresses and dynamic forces associated with sea transportation.
- Boats must be lashed / secured to the cradle / trailer.
- Lifting points must be communicated: crane / forklift / sling locations.
- Shrink wrapped boats need to reflect lashing points to adequately secure boats to the deck.
- The maximum height of a boat loaded onto a mafi must not exceed a clearance of 20 cm from its highest point to the overhead

General rule of thumb may stuff cradle boats 10' or more to mafi



Roll Off Box Dumpsters

- Wire cable winch alone is not sufficient securing of dumpster to truck for deep sea transport.
- NIL cargo or debris may be in dumpster.
- Sufficient lashing must used to secure respective weight of dumpster to truck on all sides



Steel Plates (Not Accepted)

NYK does not accept loose or bundled steel plates

Pipes (Not Accepted)

NYK does not accept loose or bundled pipes

Hazardous Materials

Please be advised that hazardous materials bookings must follow our existing approval process and steps. When submitting a hazmat request, ensure all required documentation and procedures are completed in accordance with the established guidelines.

Prior High Heavy Hazardous Cargo

- All communications of prior hazardous materials must be removed from cargo (Shipper's responsibility / Purging company)
- This applies to both New and Used Equipment



Properly covered
Hazardous Placarding and
Markings



Hazardous Placarding and
Markings **NOT** covered /
removed



Hazardous Placarding and
Markings **NOT** covered /
removed

Clean / Empty / Purged Certificates

A shipper seeking to classify and transport a tank as non-hazardous must provide formal certification and supporting documentation demonstrating that the tank has been properly cleaned and is free from hazardous materials, including residues and vapors.

In many cases, a tank may appear visually clean yet still contain trace vapors of previously held substances. The presence of such vapors may constitute the shipment as hazardous material. Where hazardous residues or vapors are present, the shipment is subject to full regulatory requirements, including multimodal transport declaration, preparation of shipping papers, and application of required hazard labels and placards.

There are 2 ways to achieve acceptability confirming that the tank is both free of residual material and has been rendered gas-free.

Clean Certificate (Physical focus Residue Removed) - Confirms the removal of liquid/solid residue, confirms the tank has been washed or cleaned to remove physical residue, sometimes certified to specific standards for cleanliness. Typically used for Food Grade, Pharmaceutical, or changing cargo types.

Purged Certificate (Vapor focused and chemical hazard removal) - (Using Nitrogen or gas) Ensures that hazardous vapors have been fully displaced and eliminated, reducing the risk of toxicity or combustion and confirming the tank is free of explosive gases and fumes essential for HazMat compliance.

- The 2 above certificates are required for both New and Used empty tank trucks and trailers (When a certificate covers both "Clean Certificate" & "Purged Certificate", it will be also acceptable).
- Prior commodity carried should be indicated on certificate.
- Certificates must be on Cleaning Company Letterhead (3rd Party company).
- Shipper submits this to terminal with D/R paperwork. Also, Shipper provides a scanned copy to NYK Customer Service Rep.
- The certificate must accompany the vehicle and be displayed in the window.

WASHOUT TICKET

Container Owner		Container Type	Container No	Tractor No.
		Straight Truck	01	
Compt#	Service Method	Content(s)	Common Name	
1 of 1	Water Flush & Steam	#2 Fuel Oil	Heating Oil; Off-Highway Diesel; High Sulfur	
Work Details		Inspection Conditions		
Start Time	Complete Time	Stains	Pits	Residue in Barrel
11-21-2025 08:38:07	11-21-2025 12:24:14			
Notes: Washed per our SOP procedure. Tank is clean and free of any debris or fuel residue.				

Line#	Description	Container Type	Qty	UOM
10	Hazardous Liquids - Wash		0	Gallon
20	Hose Clean w/ Interior clean		0	Each
30	Pump Clean with Interior Clean		0	Each
40	Hand Labor per 1/2 hour		0	Each

INSPECTION CERTIFICATE NO.

Last Loading or Product: Kerosene, Diesel Test(s) Performed: O₂, LEL, CO, H₂S Time Inspection Completed: 10:20
Discipline Tech VOC'S VISUAL

Unless Otherwise Stated: Work shall commence within 24 hours, or certificate will be void

2007 Trail Tank Trailer Unit # 2873 all 4 compartments

- Atmosphere Safe for Work -

*Safe to load

4 cargo compartments
Test results: O₂ 20.8%, CO 0.2 LEL, 11ppm H₂S, 11ppm CO
100ppm Total VOC's clean & dry

Trish Galt Check 11-25-25

IN THE EVENT OF ANY ATMOSPHERIC OR PHYSICAL CHANGES AFFECTING THE STANDARD SAFETY DESIGNATIONS ASSIGNED TO THE ABOVE SPACE(S), OR IF THERE ARE ANY QUESTIONS ABOUT THE CONDITIONS OR IF THERE IS ANY DOUBT AS TO THE SAFETY OF THE SPACE(S), ALL WORK MUST STOP IMMEDIATELY. CONTACT THE UNDESIGNED CERTIFIED MARINE CHEMIST.

QUALIFICATIONS: Manipulation of valves or other equipment, or other hazards, tending to alter the conditions in tanks, manholes, pipelines, or other confined or enclosed spaces, subject to the accumulation of hazardous atmosphere, or release of materials, unless specifically approved on this certificate, requires reinspection and issuance of a new certificate for the space(s) affected. All manholes, tank bottoms, valves, vents, voids, and similarly confined or enclosed space(s) shall be considered "NOT SAFE FOR HOT WORK" unless otherwise specifically designated. Nothing in the wording of this certificate shall be interpreted as approval of hot work on the boundaries of any confined or enclosed space(s) not certified "SAFE FOR HOT WORK".

STANDARD SAFETY DESIGNATIONS

ATMOSPHERE SAFE FOR WORKERS: At the time of inspection, in space(s) so designated, (a) the oxygen content of the atmosphere was at least 19.5 percent and not greater than 22 percent by volume; (b) the concentration of flammable materials was less than 10 percent of the lower explosive limit; and (c) any toxic materials in the atmosphere associated with cargo, fuel, tank coatings, inertial moderators, or fumigants were within permissible concentrations; (2) residues or materials associated with the work authorized by the Certified Marine Chemist will not produce uncontrolled release of toxic materials under existing atmospheric conditions while maintained as directed.

ENTER WITH RESTRICTIONS: In space(s) so designated, entry for work is permitted only if the conditions of proper protective equipment, or clothing, or time, or all, the aforementioned, as appropriate, were specified.

SAFE FOR HOT WORK: At the time of inspection, in space(s) so designated, (a) the oxygen content of the atmosphere was not greater than 22 percent by volume; (b) the concentration of flammable materials was less than 10 percent of the lower explosive limit; (c) residues, scale, and preservative coatings were cleaned sufficiently to prevent the spread of fire and were not capable of producing a higher concentration than permitted by (a) or (b); and (d) all adjacent spaces containing or having contained flammable or combustible materials were sufficiently cleaned of residues, scale, and preservative coatings to prevent the spread of fire, or they are inerted, or they are treated in accordance with the Certified Marine Chemist's requirements.

SAFE FOR LIMITED HOT WORK: In space(s) so designated, (a) portions of the space meet the requirements for SAFE FOR HOT WORK and partial cleaning, as applicable, or (b) the space is inerted, adjacent spaces meet the requirements for SAFE FOR HOT WORK, and hot work is restricted to specific locations; (c) portions of the space shall meet the requirements for SAFE FOR HOT WORK, as applicable; and the nature or type of hot work is limited or restricted.

CERTIFIED MARINE CHEMIST'S ENDORSEMENT: This is to certify that I have personally inspected the space(s) in the foregoing list and have found the condition of each to be in accordance with its assigned Standard Safety Designation.

The undersigned representative acknowledges receipt of this certificate and understands the conditions, limitations and restrictions under which it was issued.









This certificate is based on conditions existing at the time the inspection herein set forth was completed and is issued subject to compliance with all qualifications and restrictions.

Signed: Representative Company: --- Date: --- Signed: --- Chemist: --- Number: ---

Propane Acceptance

NYK Group Americas, Inc.
As of Jan 24 2025

NYK - Acceptance Guideline for Propane fueled unit / External propane tank

<Vehicle & Tank> New / Used	Fixed tank (Tank is approved with vehicle) / External tank	Propane for fuel (propulsion) / Propane for general purpose (for cooking / boiling water etc)	Acceptance	Example
New	Fixed tank (Tank is approved with vehicle)	Propane for fuel (propulsion)	OK * See Remark ①	
New	Fixed tank (Tank is approved with vehicle)	Propane for general purpose (for cooking / boiling water etc) * See Remark ③	Tank should be empty / clean with evidence / certificate	
New	External tank	Propane for fuel (propulsion)	Tank should be removed * See Remark ②	
New	External tank	Propane for general purpose (for cooking / boiling water etc) * See Remark ③	Tank should be empty / clean with evidence / certificate OR Tank should be removed	
Used	Fixed tank (Tank is approved with vehicle)	Propane for fuel (propulsion)	OK * See Remark ①	
Used	Fixed tank (Tank is approved with vehicle)	Propane for general purpose (for cooking / boiling water etc) * See Remark ③	Tank should be purged / cleaned / empty with evidence / certificate	
Used	External tank	Propane for fuel (propulsion)	Tank should be removed * See Remark ②	
Used	External tank	Propane for general purpose (for cooking / boiling water etc) * See Remark ③	Tank should be removed	

Remark ①

Following condition should be complied with.

- * The amount of gas that charged in the cylinders has no limitation
- * Clear marking the fuel type on each vehicle or Visible marking to identify the fuel type is strongly encouraged
- * At least two(2) portable gas detectors which are able to measure Propane shall be onboard (Arranged by Vessel or NYK)
- * Vessel should recognize that Propane diffuses downwards as it is heavier than air, same as Gasoline
- * Vessel crew should be notified the loading location
- * Vessel crew shall carry out periodic (every 4 hours) round patrol and check gas accumulation by portable gas detectors in cargo hold

Remark ②: Units with external propane tank for fuel (propulsion)

- * Tank will be removed at POD by stevedore 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

Remark ③: External propane tank for general purpose

- * Not limited only for propane, but includes other kind of gas / liquified gas / Compressed air and all

Remove / Cover any Haz placards prior delivering cargo to terminal

Hydrogen Fuel Cell Vehicle (hereunder, HFCV)

- Confirm requirements and regulations at discharging ports and stevedores
- Confirm booking vessel has at least 2 portable gas detectors
- Check each vehicle with crew's eyes prior to loading (See MSC.1/Circ.1471)

Compressed Natural Gas Vehicle (hereunder, CNGV)

- Cargo fuel type must be declared in advance by shipper
- NYK confirms acceptance prior to booking
- Confirm requirements and regulations at discharging ports and Stevedores
- Confirm booking vessel has at least 2 portable gas detectors
- Check each vehicle with crew's eyes prior to loading (See MSC.1/Circ.1471)

LNG Powered Vehicle (Not Accepted)

Units with Removeable / External Propane Tanks

- Tanks should be removed at POL by Stevedores or NYK Ops before or after cargo loads the vessel but prior to sailing.
- Shipper to contact terminal and retrieve tank removed from cargo.
- Shipper / consignee to arrange tank at POD.

See Propane Acceptance for further information



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

Electric Vehicle Acceptance

For the initial shipment of any BEV (Battery Electric Vehicle) model by NYK, including those involving major model changes, the NYK format BEV Checklist shall be submitted for verification prior to booking.

Issued : December, 2025

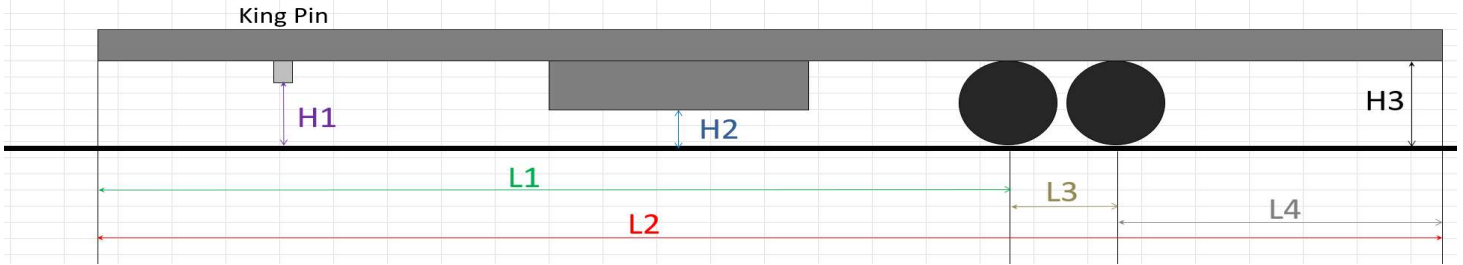


Electric Vehicle Acceptance Guideline

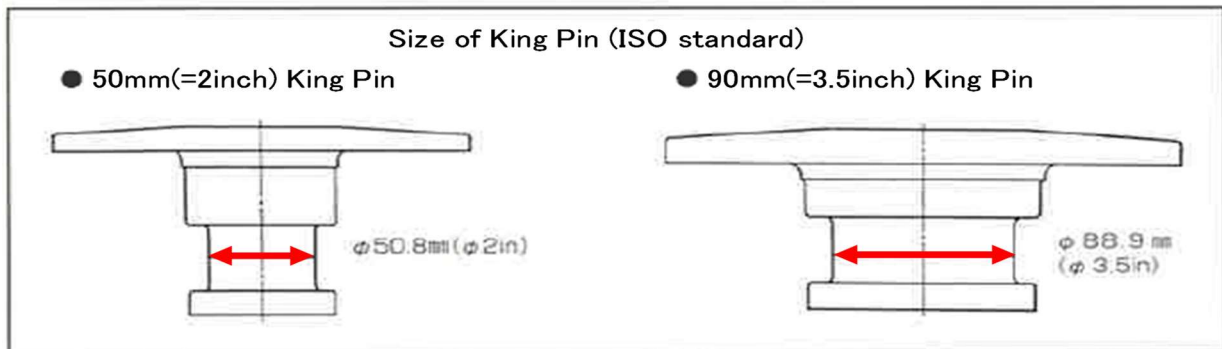
Requirements for transportation	
1	All Vehicles must be loaded & Discharged by self-propelled.
2	Battery must be secured and with no damages.
3	Minimum SOC is 15% Maximum SOC recommendation is less than 40% The SOC amount which enables the vehicle to be loaded and discharged by self-propelled. If the SOC exceeds 40%, please provide the reason in advance and obtain confirmation from the Tokyo HQ Auto TQC.
4	Lithium-Ion battery must satisfy technical requirements provided by international rules. Certificate is to be provided to NYK if so requested. ①UN Recommendations on the Transport of Dangerous Goods 38.3 ②UN ECE R100-02 Part II
5	Make sure to identify the cargo as "EV", when shipper requests book a space.
6	Shipping mark must include type of vehicle such as "EV" if possible.
7	Possible to receive technical support (Incl. Remote Assistance) at Discharging / Transshipment Ports.
Un-Used New BEVs transportation requirements (in addition to above)	
8	Verification of Manufacturing Year, Mileage, Accident History, and Repair/Replacement History of the Drive Battery ①The vehicle must have been manufactured within the past six months. ②The odometer must not have been tampered with, and the total mileage must not exceed 100 km (60 miles). ③Confirmation is required regarding whether the drive battery has been replaced. If replacement has occurred, the battery must still be within the manufacturer's warranty period after replacement. ④No unauthorized modifications to the electrical system are permitted. (Any changes made by the manufacturer must be accompanied by official documentation guaranteeing the modification.)
9	The vehicle must not have been affected by any natural disasters.(e.g. flooding etc.)
10	Implementation of a Condition Survey to Certify Compliance with the Above Requirements (to prevent the inclusion of used EVs)
11	Un-Used New BEVs / Used BEV shipment exporting from Americas Region is suspended The vehicle must be from an OEM that NYK has previously transported as a new car.
12	The broker must be someone deemed trustworthy by the local quality assurance personnel.
13	Confirmation and Submission of All Items in the Attached Checklist (The checklist must be reviewed and all items confirmed and submitted in a timely manner, ensuring that the submission does not interfere with the booking process.)
14	If the quality assurance personnel (Head Office or Port Captain) determine that the vehicle condition is problematic, shipment may be refused.
Used BEV (BEV vehicles that do not meet the above criteria)	
In principle, used BEVs will not be accepted. In exceptional cases, approval from the Head Office Quality Assurance personnel is required.	

Trailer Details to be supplied at time of booking request

L1		in	H1		in	Grand Clearance to King Pin
L2		in	H2		in	Minimum Grand Clearance
L3		in	H3		in	Grand Clearance to Tail end
L4		in				
Total	501	in				



King Pin Sizes



Pre-advise is required if a trailer connection pin is anything other than the standard king pin of 2 inches (diameter 50.8mm).

Standard Ball Hitch Sizes

Light-duty Towing	Medium-duty Towing	Heavy-duty Towing
1-7/8-inch Trailer Hitch Ball	2-Inch Trailer Hitch Ball	2-5/16-Inch Trailer Hitch Ball

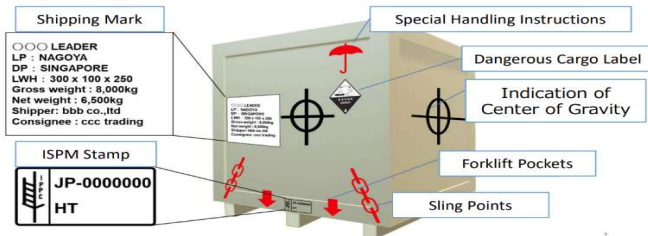
Static / Crated Cargo Requirements: (Fork-Lift and MAFI cargo)

- Units must be able to be safely handled with standard fork-lift equipment. If other equipment is required, please contact NYK Group America Inc. operations staff to help coordinate delivery as per your terminal contract with NYK Group America Inc.
- Crates/static cargo should be packaged and labeled properly. Port of discharge, shipper/consignee, number of pieces, id numbers.
- Crated cargo must have center of gravity, dimensions, weight, and handling instructions properly marked. This is to ensure safe storing and handling.
- Packaged cargo must be secured inside its crating/packaging to ensure contents do not move or shift while handling. Both in port and on vessels.
- Crates over 10mt must have securing points directly to the unit for all four sides. Access panels should be available also to afford additional lashing points to contents inside the packaging. Please contact local operations staff if not.
- Lashing and lifting points should be clearly visible or marked in order to avoid damage to units when lashing on board the vessel.



Break Bulk Cargo Guidelines for RORO Vessels

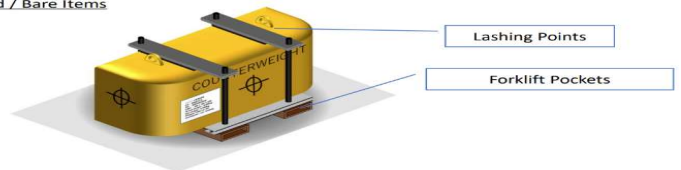
General Required Items	
1	Indication of center of gravity (needed on every side)
2	Shipping mark
3	Indication of forklift pockets or sling points
4	Lashing points of sufficient strength
5	Packaging by case/crate/skid (up to 10t) <ul style="list-style-type: none"> ➤ Main unit should be securely fixed to the case/crate/skid ➤ Case/crate/skid should have enough strength to tie it up
6	Packaging by case/crate/skid (over 10t) <ul style="list-style-type: none"> ➤ Main unit should be securely fixed to the case/crate/skid ➤ Case/crate/skid should have apertures for direct lashing from main unit
7	Packaging according to the standard for each cargo type
8	If wooden materials are used as packaging, they should comply with ISPM
9	No oil leaks
10	Presence or absence of dangerous goods (If cargo is dangerous goods, pre-submission of MSDS and indication of dangerous cargo are required.)
11	Absence of personal belongings / unknown items / combustibles
12	There is no risk of impairing the safety of human life, vessels, and cargo during cargo handling and transportation processes



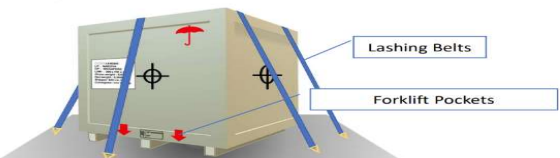
Break Bulk Cargo Guidelines for RORO Vessels

Static Forkliftable Cargo	
1	Having forklift pockets that have sufficient strength

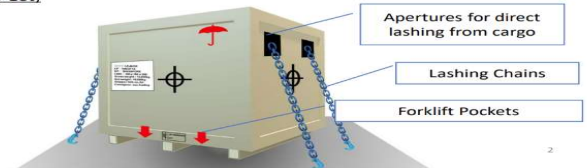
Skid / Bare Items



Crates (up to 10t)



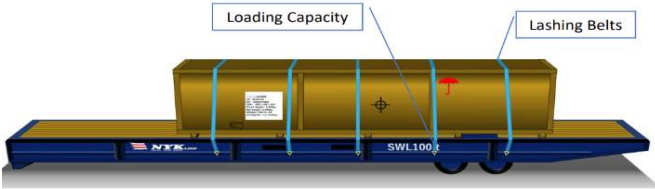
Crates (over 10t)



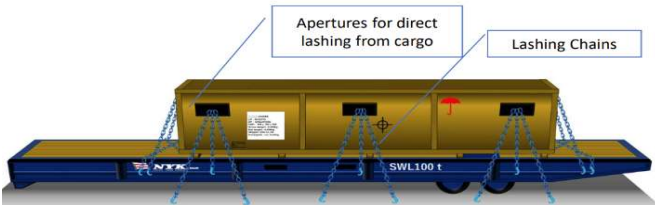
Break Bulk Cargo Guidelines for RORO Vessels

Static MAFI Cargo	
1	Total weight including packaging should not exceed the loading capacity of MAFI

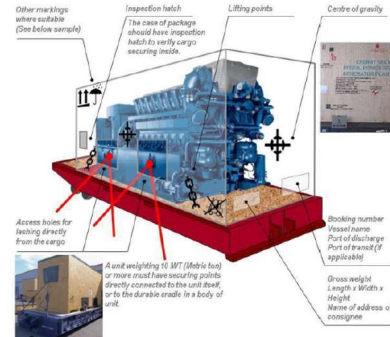
Cargo up to 10t



Cargo over 10t



Proper Markings Required for Securing Cargo for Sea Transit



Crates over 10 tons Require Access Lashing points direct to cargo.



Crate Non-Conformance

Crate is insufficiently marked and does not meet handling and securing requirements:

- **Center of Gravity:** No indication provided, making safe lifting and transport difficult.
- **Securing Access Points:** No designated areas for lashing.

Immediate corrective action is required to ensure compliance with safety and transport standards.

To ensure safe, compliant, and efficient handling throughout cargos transportation, all cargo must display the below clearly.

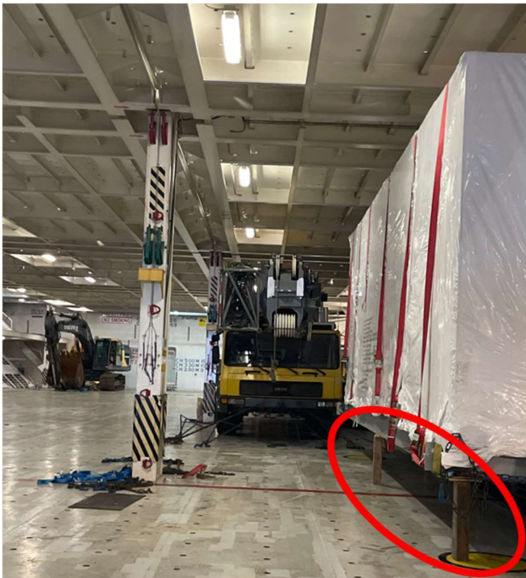
- Lashing, sling, and lifting points cleared marked on cargo.
- Inspection hatches in crates over 10 Tons
- Port of load, port of destination
- Length, width, height and weight on each breakbulk piece
- Center of gravity on all four sides of cargo greater
- Marking if fragile; keep dry; or side up, if applicable
- Marking "No forklift" if not able to be lifted with forklift
- Marking of ISPM treatment, if applicable
- Any Other relevant handling/securing information

Mafi Stuffing

To maintain cargo integrity and ensure operational compliance, NYK strictly prohibits the co-mingling of multiple bookings on a single mafi unit. Each booking must be allocated its own dedicated mafi, if required. This policy supports accurate cargo tracking, minimizes risk, and ensures customers receive a consistent level of service regardless of region.

Over Width Cargo on Mafi

- Width over 3.6 meter (**0.6m overhang each side**), subject to the strength of (Case / Crate / Skid) dunnage or Jackstands required and should be delivered with cargo. These should be deployed underneath the cargo after cargo is put in final resting position on board vessel.
- If dunnage is required at time of stuffing and not supplied upon customers cargo delivery stuffing gang can arrange dunnage, all costs will be for account of customer.
- When over width cargo requires additional Dunnage / Jackstand than customer delivered, NYK will arrange and will be for account of customer.
- Any Labor costs that may be incurred during loading will be for account of customer.
- All Dunnage should be treated complying with ISPM
- In the event Port Captain, Vessel Command determine cargo is not fit for shipping, cargo will be cut from loading.



Military Cargo

If the cargo is considered to be a military or government, AND/OR looks military in nature, NYK RORO point of contact (Sales / Pricing) should be notified for further verification.

At the quotation stage, it is imperative that shippers provide detailed cargo drawings along with precise information regarding the Center of Gravity (CoG) of the cargo to be shipped. This requirement is critical for ensuring safe and efficient transport, particularly when utilizing mafi trailers.

Failure to provide accurate CoG data—both vertical and transverse—can result in significant operational risks.

- **Vertical CoG:** Without this information, it is not possible to determine the appropriate height and angle for lashing points, which may compromise the integrity of the securing arrangement and increase the risk of cargo movement or tipping during transit.
- **Transverse CoG:** The transverse CoG must be aligned with the centerline of the mafi. Any deviation from this alignment can lead to uneven load distribution, potentially causing damage to the trailer's bogie axles and bearings. In extreme cases, this misalignment may result in the cargo tipping off the trailer, posing serious safety hazards.

To mitigate these risks, the provision of CoG data and technical drawings should be treated as a mandatory prerequisite for quotation and booking acceptance. This enables proper handling assessment, equipment selection, and lashing plan development, thereby safeguarding both the cargo, transport assets, and crew.

HEAVY PROJECT CARGOES AND HIGH POINT - LOAD CARGOES must be precleared with lifting diagrams or technical drawings indicating the centre of gravity. This is to calculate weight distribution for stress calculations so that proper evaluation for safe loading on roll-trailer can be carried out.

NARROW MAFI CARGO less than 2.5m runs the risk of not being supported by the roll-trailers longitudinal beams. A solution must be found through communication with load port stuffing company, Port Captain, NYK booking office, and Marine Team to ensure the stress is borne by the load-bearing structure of the roll-trailer.

Wood Packaging Material (WPM)

- 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

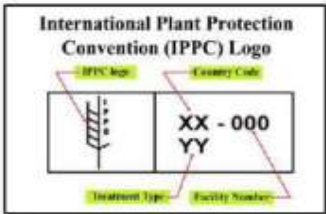
WPM (Wood Packaging Material)
 Wood or wood products (excluding paper products) used in supporting, protecting, or carrying a commodity. WPM includes items such as pallets, crates, boxes, reels, and dunnage. Frequently, these items are made of raw wood that may not have undergone sufficient processing or treatment to remove or kill pests, and therefore remain a pathway for the introduction and spread of pests. Dunnage in particular has been shown to present a high risk of introduction and spread of pests.



The mark and its application

A mark indicating that wood packaging material has been subjected to approved phytosanitary treatment in accordance with this standard comprises the following required components:

- the symbol
- a country code
- a producer/treatment provider code
- a treatment code using the appropriate abbreviation according to Annex 1 (HT, DH, MB, or SF).



Each full sized piece of wood must be stamped.



IPPC ISPM 15

Outline of Requirements

Approved phytosanitary measures that significantly reduce the risk of pest introduction and spread via wood packaging material consist of the use of debarked wood (with a specified tolerance for remaining bark) and the application of approved treatments (as prescribed in Annex 1).

The application of the recognized mark (as prescribed in Annex 2) ensures that wood packaging material subjected to the approved treatments is readily identifiable.

The approved treatments, the mark and its use are described.

The national plant protection organizations (NPPOs) of exporting and importing countries have specific responsibilities.

Treatment and application of the mark must always be under the authority of the NPPO.

Regulated Wood Packaging Material

These guidelines cover all forms of wood packaging material that may serve as a pathway for pests posing a pest risk mainly to living trees.

They cover wood packaging material such as crates, boxes, packing cases, dunnage¹, pallets, cable drums and spools/reels, which can be present in almost any imported consignment, including consignments that would not normally be subject to phytosanitary inspection.

* Exemptions

The following articles are of sufficiently low risk to be exempted from the provisions of this standard:

- wood packaging material made entirely from thin wood (6 mm or less in thickness)
- wood packaging made wholly of processed wood material, such as plywood, particle board, oriented strand board or veneer that has been created using glue, heat or pressure, or a combination thereof
- sawdust, wood shavings and wood wool
- wood components permanently attached to freight vehicles and containers.

The work of NYK and Supply Chain

All customers are informed at time of booking of the regulatory requirements and cargo cannot be accepted or loaded to an NYK RORO vessel if noncompliant to Free of Pest Contamination and IPPC ISPM 15.

Customers are informed that all cargo must comply with Pest prevention measures and IPPC ISPM 15.

All Wood Packing Material must be properly marked as prescribed in IPPC ISPM 15. Customers are held responsible for any noncompliance to Free of Pest Contamination and IPPC ISPM 15.

NYK RORO Operations must ensure that NYK RORO contracted Stevedores, Terminal Services and **ship's crew providers carefully inspect cargo upon receipt and report any noncompliant packing/dunnage. Any repair of packing or additional dunnage supplied to safely secure cargo must comply to IPPC ISPM15.**

Stevedores, Terminal Service providers and **ship's crew who identify pest contamination and packaging to be noncompliant after receiving are required to immediately report findings to NYK RORO and place the cargo on immediate hold from loading the vessel for further instruction from NYK.**

NYK Operations will coordinate with customers and/ or NYK RORO service providers to take appropriate mitigating actions to resolve the noncompliance up and to including rejection of the cargo for loading. NYK RORO will inform/ engage appropriate authorities as required.]

Clean Cargo Policy

- NYK adheres to cargo regulations imposed by USDA and other domestic & foreign gov't agencies.
- NYK upholds rigorous global cargo cleanliness standards to safeguard the integrity of international commerce. These standards are designed to ensure that all cargo is transported in a clean, contamination-free environment, aligning with international regulations and best practices. By maintaining these protocols, NYK not only protects the quality and safety of goods but also reinforces its commitment to operational excellence, environmental responsibility, and the trust of global trade partners.
- 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 reserves the right to inspect and, at its sole discretion, reject any cargo that does not conform to our cleanliness standards, irrespective of acceptance or approval by the receiving terminal.

For Export Cargo, Shipper is responsible for arrangement of fumigation and any cleaning of cargo prior to loading the vessel.

***Note any cargo destined or trans-shipping through a port in Chile, must meet Chilean fumigation and cleaning regulations.**

Fumigation & Cleaning

- In accordance with Chilean regulations, shippers are responsible for arranging fumigation and cleaning prior to loading.
- Cargo must be clean and free of soil/dirt and debris before receipt at the load port terminal.
- It is recommended Fumigation to be completed within 5 calendar days before loading the vessel at Port of Load
- Tracked Cargo should have interior and all sides inspected for presence of soil/dirt and debris. Tracked cargo is more prone to retaining soil/dirt/debris. Cargo may be rejected if foreign contaminants are found.
- Terminal storage areas/yards must be maintained in a clean and pest-free condition, ensuring the absence of stink bugs and foreign matter.
- Should the Terminal or Port Captain detect any abnormality, internal contacts should be promptly notified. The shipper is then required to undertake the necessary measures to rectify the noncompliance. In the absence of satisfactory resolution, the loading of cargo may be refused.

Cargo is always subject to inspection at carrier's discretion. If cargo is discovered to be non-compliant with fumigation/cleaning regulations, it may cause delays in the vessel schedule/berthing.

Prior to Arrival at Destination, shipper of record will be responsible for arrangements in resolving cargo non-compliance issues.

After Arrival at Destination, consignee of record will be responsible for arrangements in resolving cargo non-compliance issues, provided same is permitted by local government authorities.



NYK Group Americas Inc (RoRo Division)
300 Lighting Way, Secaucus, NJ
www.nykroro.com
March 5th, 2026

Subject: Important Notice – Revised Updated Fumigation Guidelines for Used Cargo to Chile

Dear Valued Customer,

This notice serves to clarify and formally replace the initial communication issued on February 25, 2026, which is hereby **VOID** - the final page of this communication should be considered invalid.

NYK has implemented a revised fumigation process for used cargo, including static cargo, at the ports of Freeport, Jacksonville, and Baltimore. These changes are specifically targeted to enhance biosecurity measures for shipments destined for Chile, particularly to Ports of Discharge (POD) in Iquique and San Antonio.

Additionally, we would like to remind all customers of our Cleaning Guidelines, which apply to all used cargo. Compliance with these cleaning protocols is essential to ensure smooth transport and entry into Chilean ports.

It is important to note that these fumigation guidelines are in addition to the existing requirements for the treatment of *Halyomorpha Halys* (brown marmorated stink bug), which remain in effect and the same at all ports.

The following section outlines port-specific guidelines and procedural instructions.

Freeport:

- 1) Insecta: fumigation for Stink bug and Mollusk
- 2) Delivery & procedure: No changes to the process already in place, no appointments needed.

Jacksonville:

- 1) Insecta: fumigation for Stink bug and Mollusk
- 2) Delivery & procedure: No changes to the process already in place, no appointments needed.

Baltimore:

- 1) Terminix: Fumigation for Stink bug
 - a) No changes to existing process; procedures remain per current NYK/SAG guidelines.
- 2) Lanodir: Fumigation for Mollusk
 - a) New procedure implemented to comply with updated NYK requirements.
- 3) Delivery/Procedure Instructions for SSA/NYK Terminal Premises:
 - a) As standard practice, all used cargo (including static cargo) will be delivered directly to the SSA Dundalk Terminal.
 - b) SSA will vet the cargo under the standard receiving process to ensure it meets NYK Cargo Acceptance Standards, including cleanliness (free of debris).

- c) If the cargo does not meet NYK standards at initial drop-off, it will be rejected, consistent with SSA's normal receiving and vetting procedures. Only cargo that is accepted into SSA may proceed to the next steps.
- d) Per NYK's policy, all used cargo is measured by C.A.R, and these same dimensions will be used by Lanodir for invoicing and certification purposes.
- e) Lanodir will then coordinate directly with NYK/SSA to arrange pickup of the approved cargo. Lanodir will pick up the cargo from SSA to perform:
 - i) Fumigation for snail/mollusk
 - ii) Any cleaning and/or washing, as necessary.
- f) The fumigation treatment process typically takes 3–4 hours, with additional time for drying due to cargo condition, weather, or additional treatments (cleaning).
- g) Once treatment is complete and the cargo is fully dry from treatment, Lanodir will return the cargo to SSA Dundalk for staging.
- h) Lanodir will issue a Certificate of Extra Fumigation for Snail/Mollusk to NYK.
- i) Regular stink bug fumigation will be completed at the SSA terminal by Terminix, with certificates issued per NYK's standard procedures.

To reiterate, cargo that contains any debris or is not adequately cleaned according to the NYK Cargo Guidelines will be rejected by the terminal. This step is essential to ensure that all cargo meets cleanliness standards prior to undergoing any fumigation treatment.

We have worked closely with terminals and fumigation service providers to minimize disruptions to your shipments during this process. If any additional measures are required or implemented, we will provide updates promptly to keep you informed.

We value your cooperation and ongoing support as these enhanced biosecurity measures are put into effect. These efforts are aimed at ensuring compliance with regulatory requirements and preventing unnecessary delays to your shipments.

With best regards,

NYK Group Americas Inc., Ro-Ro Division

Dock Receipts

The dock receipt either accompanies the cargo when it is delivered to the pier or is emailed or faxed to the stevedore at the pier receiving the cargo. The document's function is to instruct & advise the terminal of the disposition of cargo (i.e. where it is to be shipped, what vessel to load, when it is to be loaded, etc). The Dock receipt is surrendered to the shipping terminal. Measurement in metric format on the dock receipt will be verified by the shipping terminal. All information must be legible on the Dock Receipt prior to cargo acceptance at Marine Terminal. The Dock Receipt should contain same information that will be shown on the Shipping Instructions (B/L Master) that customer will provide to the Ocean Carrier for manifesting purposes.

Find below the D/R field requirements:

- Shipper
- Consignee
- Forwarder
- Notify Party
- Vessel/Voyage Number
- Port of Loading (no abbreviations or acronyms)
- Port of Discharge (no abbreviations or acronyms)
- Booking Number
- Cargo commodity description
- Vin Number(s) or Serial number(s)
- Number of units or pieces
- Gross weight of each (in Metric Tons)
- Dimensions or CBM's (in Metric)
- Marks & Numbers
- IT Number (if cargo In Transit)

Weight Tickets

Effective October 1, 2025 - All Used High & Heavy RoRo cargo being delivered to U.S ports (USEC and Gulf Region) must present a certified weight ticket.

Cargo Type: All Used RoRo Cargo (High & Heavy)

Certified weight tickets: At time of cargo delivery, all truckers are required to present a certified weight ticket. The certified weight ticket must accurately reflect the total weight of the intended cargo being transported. This documentation is mandatory for verification purposes and must be issued by an authorized and calibrated weighing facility.

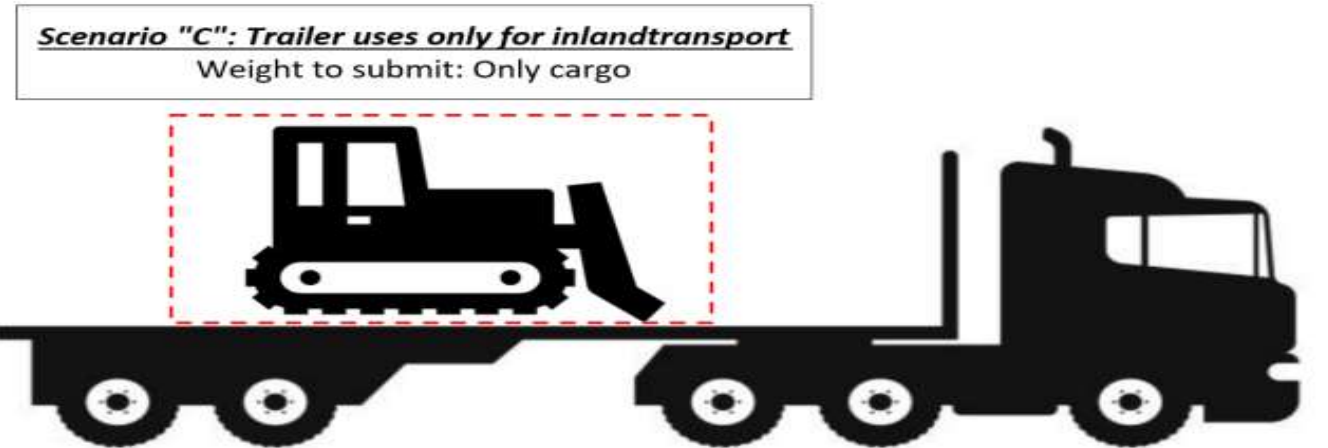
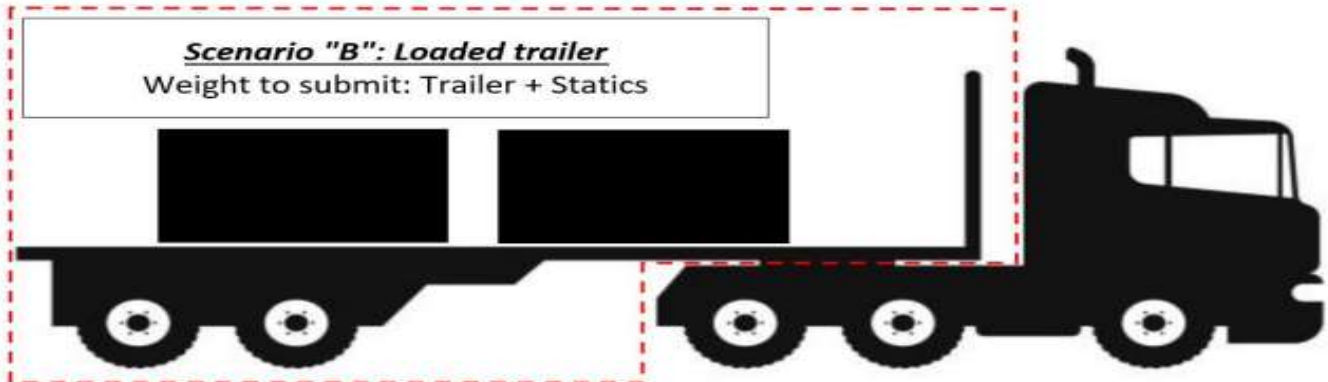
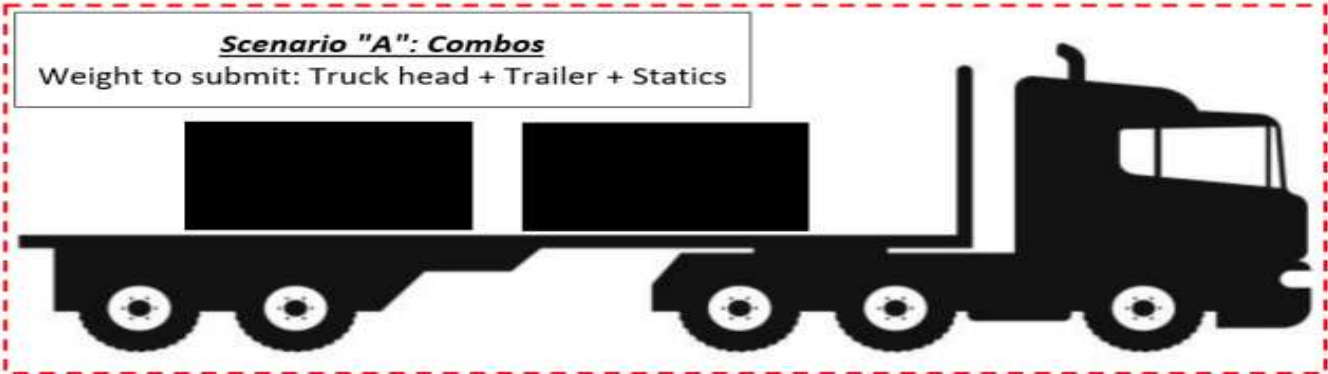
Weight on the Respective Dock Receipt (DR): It should reflect the information contained in the actual weight ticket in hand. Either a new Dock Receipt can be issued to the terminal, or the new certified weight of the cargo can be handwritten by trucker/shipper on the Dock receipt submitted, at time of delivery.

Multiple units being delivered via a truck load: Any unit(s) that will be handled as single unit, whether self-propelled or towable must have their respective weight per unit verified by trucker/shipper.

Weigh Stations: Please find weigh stations near your delivery location to obtain the required tickets, independently.

Scenario(s):

- I. It is essential for truck operators to transport loaded trailers to be aware of their vehicle's 'Tare' weight. Tare weight refers to the total weight of the truck. This value must be subtracted from the Gross Weight measured — which then would be used to represent the Net Weight for the actual cargo that is being delivered.
- II. You do not need to list weight for individual items – just the total shipping weight (Specifically for Scenario A-B, shown in drawings for reference on page 2).
- III. All truck drivers should ensure the booking number of the dock-receipt to be added to the weight ticket, prior to delivery. This will ensure the terminal can cross-reference all paperwork, should a weight ticket be misplaced prior to scanning into the terminals respective terminal-inventory system.



Sub Note to Scenario C: If a truckload or trailer is delivering multiple units together to the terminal and these units are handled separately for export (*whether they are towable or self-propelled*), each individual cargo unit should be associated with its respective dock receipt. *Understanding while each would not be weighed individually, the weights reported on the dock receipt(s) should be linked to these cargo units reported.

Containers

Shipper-Owned Containers (SOC) 20', 40', and 40' High Cube's may be accepted subject to approval on a port-by-port basis. All external markings, including logos, identification numbers, and any previous operator details, must be completely removed prior to delivery to the terminal.

- Acceptance of all 40' and HQ's must be stuffed to a mafi. (both POL and POD must have mafi handling capabilities)
- 20' containers must have forklift pockets or required dunnage on the vessel for blade access.
- 20' containers should not exceed 13 tons (This is to allow for Forklift Operations within the vessel, static to the deck)
- 20' Containers over 13t will require stuffing to a mafi
- Shippers are responsible for making all arrangements with the Terminal for scheduling, delivery, lifting, and stuffing to mafi if necessary.
- Packing Certificates must be presented certifying that cargo in the container was stuffed, lashed, and secured with dunnage in accordance with regulations for safe transport. Detailed packing list of all container's contents must be presented indicating the weight of each item loaded. Overall weight must also be specified.
-

Further Port Specific Details on Containers:

	Add Requirements	Labor Guarantees	MAX 20' Weight Handled with Fork Lift	Max 20' Weight stuffed to a Mafi	40'	40' HQ
Newark (FAPS / Ports America)	NIL	NIL	13 Tons	25 Tons (crane constraints)	Stuff	Stuff
Baltimore	NIL	NIL	13 Tons	Above 13 Tons crane Hireage Required	Stuff	Stuff
Davisville	Not Permitted	Not Permitted	Not Permitted	Not Permitted	Stuff	Stuff
Jacksonville	NIL	Volume exceeds 5 for any vessel RoRo gang will receive 8-hour guarantee	13 Tons	-	Stuff	Stuff
Hueneme	Union Jurisdiction	Union Jurisdiction	13 Tons	40 Tons	40 Tons	40 Tons

Any costs incurred as a result of Customs authorities conducting an inspection on a received container shall be borne solely by the shipper.

To support our ongoing mission of enhancing cargo operations and ensuring the protection of your cargo, our stevedores and crews, and our vessels, we have issued an updated mandatory cargo guidelines for used H/H cargo exported from all U.S. ports to any port of destination. Please review the guidelines outlined below as your adherence is vital to maintaining NYK's safety standards and ensuring safe cargo loading / discharge. Non-compliance will result in the affected cargo unit(s) not being loaded until all requirements are met.

| Trade Lane: | All Lanes |

| Type of Cargo: | All Used H/H Cargo |

| Port of Loading: | All U.S. Ports |

| Port of Discharge: | All Destinations |

Core Compliance Points

- Perform a thorough inspection of the corresponding cargo unit(s) to confirm it's in proper working order, prior to delivery at the designated terminal. Any questions, Customer/Shipper should review NYK's receiving criteria.
- If the port of discharge requires specific certificates, e.g.: cleaning, degreasing, or decontamination, it's the Customer/Shipper's responsibility to ensure these certifications are obtained.
- If the port of discharge requests other certificates demonstrating compliance with any relevant safety and environmental regulations, it's the Customer/Shipper's responsibility to ensure this is obtained.
- Dock receipt must represent: Cargo's Gross shipping weight in KG's, display proper shipping descriptions and correct number of unit(s).

Startup, Operational and Emergency Procedures / Contacts

- All operating and starting instructions provided must be presented in the local language of the country to ensure clear and comprehensive understanding.
- If a unit(s) needs support during the discharging operation, the Customer/Shipper must provide their Consignee's contact information to NYK, prior to loading.
Note: All consignees are required to ensure the availability of certified mechanics at the port of discharge on a 24/7 basis (through operational hours - as necessary, to aid during discharging operations).
- If the unit requires special steps to operate, start-up procedures must be submitted in advance.
- Provide clear, step-by-step instructions (e.g. battery switch, remote control use, hydraulic system activation, fuel priming, etc.)
- Indicate location of keys, tools, remote controls (if applicable) and indicate relevant safety precautions.

- If unit requires off-site cleaning, trucker must first go to the terminal with their cargo to confirm NYK criteria compliance. After the unit has been received/inspected by the terminal personnel, it can proceed to your preferred cleaning company for necessary work.

Note: Cargo that's removed from the terminal and subsequently re-delivered WILL be subject to terminal reprocessing procedures. This results in updated U.S. Customs cut-off times.

- For any H/H unit(s) beyond a basic turnkey operation, that requires the following documents and information for each unit:
 - Operating instructions
 - Special handling instructions
 - Relevant pictures
 - Emergency procedures

Important: Please make sure all this necessary information—along with emergency contact details—is clearly documented and securely attached to each unit before delivering it to the terminal.

- Emergency contact information must include:
 - A mobile number available 24/7.
 - Someone with technical knowledge of the cargo (*ideally the seller/purchaser of the goods or their representative*).
 - Someone located near the Port for urgent situations.



NYK Group Americas Inc (RoRo Division)
300 Lighting Way, Secaucus, NJ
www.nykroro.com
January 13th, 2026

Subject: UPDATE: Important Notice: New Mechanic Repair Form Process for Unit Repairs and Tracking Cargo Readiness (Applicable to the U.S. (North East) region)

Dear Valued Customer,

This letter is to provide you with the following updated information regarding our Mechanic Repair-Form process, which has been in effect as of July 11th 2025. Please refer to latest version of the form attached to the email body and proceed to continue to have this form filled out per NYK's requirement.

Please note: This process is **only applicable to the U.S. North East region** and **does not apply to other regions** such as U.S. South East or U.S. West Coast.

Exception: FAPS (Ports America), Newark – they have their own process and request appointments directly through their application.

This process was created to improve communication and tracking of unit repairs between all necessary parties involved, including but not limited to U.S. East Coast terminals (Baltimore / Davisville / Red Hook Terminal, Port Newark), customers, dispatched mechanics, and our team.

A few highlights to note:

- Shipper/Customer is responsible for distributing this form to the mechanic to follow accordingly.
- Mechanics are required to have this sheet in-hand and complete/sign off on the mechanical sheet document once work on a unit has been completed and done.
- This signed documentation must be submitted directly to the terminal (staff) where the unit is located for the terminal's sign off authorization/verification.
- The copy of paperwork must be sent by customer to NYK Customer Service Representative.
- Once received, paperwork will be reviewed to determine the unit's readiness and eligibility for loading.
- Submission of the mechanic's sheet does not guarantee that the unit will load on the next available vessel.
- Repairs completed regardless of span time prior to the vessel arrival, may still be subject to additional review, and cargo loading remains dependent on the unit's condition and space availability.
- This process is intended to ensure better visibility and coordination between mechanics and terminal staff, allowing for real time awareness of unit status and improved operational flow.

We thank you for your cooperation as we roll out this improvement and attention to this matter. If you have any questions or comments, please do not hesitate to reach out to us!

With best regards,

NYK Group Americas Inc., Ro-Ro Division





BEFORE / ANTES

You must notify and obtain terminal approval to access and repair your cargo in advance. Please reference the terminal contact list.	Debe notificar y obtener la aprobación de la terminal para acceder y reparar su carga con anticipación. Por favor, consulte la lista de contactos de la terminal.
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After / DESPUÉS

After completing repairs, please notify local terminal staff and obtain their signature confirming the work is completed and cargo is operable again.	Después de completar las reparaciones, notifique al personal de la terminal local y obtenga su firma que confirme que el trabajo se completó y que la carga vuelve a estar operativa.
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Short Description of Work Done:

Customer Mechanic / Mecánico de Clientes

Name/Nombre: _____ Signature/Firma: _____
Date/Fecha: _____ VIN #: _____
DOCK RECEIPT# _____

Terminal Staff

Name: _____ Signature: _____
Date: _____ *(Confirmation of Mechanic's attendance only)*

*This document is not a guarantee to load affected cargo. Additional repairs may be necessary if cargo is found to still be malfunctioning, leaking, or inoperable on day of loading. NYK reserves the right to cut the cargo should issues still be present after repairs were performed.	*Este documento no es una garantía para cargar la carga afectada. Es posible que sean necesarias reparaciones adicionales si se descubre que la carga todavía funciona mal, tiene fugas o no funciona el día de la carga. NYK se reserva el derecho de cortar la carga en caso de que los problemas persistan después de que se hayan realizado las reparaciones.
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The Carrier, its agents, or its subcontractors do not accept liability for any work performed by the Customer's mechanics and all rights and immunities in the event of a loss or damage resulting from or due to Customer's repairs are expressly reserved. This document is for acknowledgement only that work was performed on above mentioned vehicle by Customer's mechanic.



NYK Group Americas Inc (RoRo Division)
300 Lighting Way, Secaucus, NJ
www.nykroro.com
February 11th, 2026

Subject: Important Update: Cargo Measurement Rules & Obligations

Dear Valued Customer,

To ensure accuracy, consistency, and transparency in the handling of all cargo, NYK has established the following measurement verification procedures and customer responsibilities. These guidelines outline how cargo will be measured, how disputes should be addressed, and the expectations for customers throughout the process.

Cargo Measurement:

1. Cargo will be subject to measurement verification upon receipt at the load port terminal. Customers will be provided with the recorded measurements taken at load port terminal, through the Cargo Receipt Confirmation notification. Customers should notify NYK Customer Service immediately if any discrepancy is discovered. *(This measurement process will include the greatest overall values including antennas, spare tire, ladders, boat out-drives, trailer tongues, side mirrors, exhaust stacks, air-conditioning units, boat swim platforms, et cetera)*
2. It is the customer's responsibility to deliver the cargo in "transport mode configuration". If a measurement dispute arises due to cargo not being delivered in "transport mode", any expenses to remeasure the cargo are for the customer's account.
3. If cargo has been manipulated in any way or has had components/parts removed after initial delivery of the cargo to the load port terminal, then any expenses to remeasure the cargo are for the customer's account.
4. Measurement disputes must be submitted immediately in writing to NYK, maximum submission deadline to be within 2 (TWO) days after Vessel Cut Off Date.
5. No consideration will be made by NYK to conduct a remeasurement on cargo during/after loading, while on board the vessel, or during/after discharge at destination.
6. All costs and expenses incurred by NYK for the arrangement of any additional measurement services, including but not limited to survey fees, are for customer's account. It would be NYK discretion to waive such expenses and fees to customer, provided that the new measurements were found to match customer's originally booked/dock receipt provided measurements.
7. It is the responsibility of the customer to resolve the measurement dispute with NYK prior commencement of loading operations for the intended vessel. If the customer cannot resolve measurement dispute, then customer should provide immediate instruction in writing to NYK to have their cargo cut from loading until measurements can be resolved. NYK will not accept any liability, expenses, or costs for cargo cut due to measurement disputes.
8. NYK will not accept any cost, expense or consideration for any independent measurement findings arranged by the customer.
9. Any measurement dispute raised after the allowable timeline within points 4 above should be directed to NYK Sales.

With best regards,

NYK Group Americas Inc., Ro-Ro Division



Thank you for your business!

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



===End ===