

01.10.2021

All Container Operators,

RENEWAL OF CONTAINER OPERATOR LICENSE FOR THE YEAR 2022

This is to inform that all Container Operator Licenses should be renewed for the year 2022 complying with the provisions as specified in the regulation No. 1402/19 dated 22nd July 2005 promulgated under the Licensing of Shipping agents, Freight Forwarders, NVOCC Operators and Container Operators Act No 10 of 1972 as amended.

To facilitate renewing of licenses for the year 2022, below two options have been introduced.

1. The companies may submit documents directly MSS in one single envelope to reach on or before 19 Nov.2021, to the below address. Please indicate as “**Renewal of Container Operator License 2022**” on the top left corner of the envelope.

Director General,
Merchant Shipping Secretariat,
1st Floor, Bristol Building,43-89, Colombo 01.

2. The companies may send documents using the given e mail. Below instructions should be strictly followed when sending documents by e mail.
 1. PDF documents of the Application along with other required documents can be sent by COrenewal2022@gmail.com on or before 12 Nov.2021.
 2. Heading of the e mail message should be named as “Renewal of CO License of(Name of the Company)”
 3. All documents should be attached as per the numbering order of the checklist included in the Annexure 5.
 4. Only originals of following documents should be submitted prior to obtain license.
 - (i) Bank Guarantee,
 - (ii) Bank slip of licensing fee

Thank You.
Yours Sincerely,

A.W.Senevirathne
Director General of Merchant Shipping

Copy: The Chairman, Association of Container Depot Operators (ACDO)-For circulating this notice to members

LIST OF REQUIREMENTS

01. Duly filled application (Annexure 2)
02. Copy of Bank slip of Licensing fee paid in favor of Secretary, Ministry of Ports & Shipping
Account Name :7040299 , Bank of Ceylon, Taprobane Branch
 - Annual license fee is LKR 10,000/-,
 - The stamp fee payable for a license is LKR 1,000/-
03. Bank Guarantee for LKR 500,000/- obtained from a bank approved by the Central Bank of Sri Lanka (Annexure 3)
04. Declaration of Compliance by Directors on Minimum Recommended Tariff (Annexure 4)
05. A certified copy of the certificate of conformity / license/ permit issued by the Local Government Authority
06. A certified copy of the Audited statement of Accounts with the Auditors Report for the previous financial year.

SPECIMEN APPLICATION FORM

(TO BE TYPED ON THE COMPANY LETTER HEAD)

RENEWAL OF CONTAINER OPERATOR LICENSES

01 Name of the Applicant:.....

02 Registered address.....

03. Details of Directors:

Name	Designation	Nationality	E mail ID	Contact No

04. Particulars of Foreign Shareholding if any:.....

05. Paid-up Capital:.....

06.Type of business:

- a. Container Terminal
- b. Container Depot
- c. Container Freight Station

07. Business other than that of a Container Operator, carried on by the Applicant:

.....

08. Particulars of Bank Guarantee:

09. Volume of inbound and outbound containers handled in Sri Lanka by applicant Container Operating Company in the last three years

(Please give break –down separately in respect of each year)

10. Particulars of previous License No:Year:

We undertake to notify the Director General of Merchant Shipping within 14 days, if any changes to the board of directors.

We hereby confirm that we are fully conversant with the provisions of the Licensing of Shipping Agents, Freight Forwarders, NVOCC Operators and Container Operators Act No 10 of 1972 as amended, the regulations promulgated under the said Act and the law relating to the activities covered by this license

We hereby declare that we will not provide any service to any company, partnership, individual or corporation purporting to act as Shipping Agent, Container Operator without the authority of a license issued under the Licensing of Shipping Agents Act, No.10 of 1972.

We declare that, to the best of our knowledge and belief, all the statements contained in this application are true and correct.

Note: - The following documents are attached.

1. Certified copies of Agreements entered into with foreign and local ship operators, owners or their Agents, Freight Forwarders, Container leasing companies, Importers, Exporters, Consolidators or Non – Vessel Operating Common Carriers.

Names and signatures of the directors:

Date:

SPECIMEN OF BANK GUARANTEE

Whereas Companyherein after called “The Principal” has agreed to enter in to contract with the Director General, Merchant Shipping Secretariat , Ministry of Ports and Shipping, No.43-89, York Street, Colombo 01, herein after called “The Beneficiary” for “**due performance**” to the value of **Rs. 500,000/-** (Rupees FIVE HUNDRED THOUSAND)

We theBank, a banking company duly incorporated in the Republic of Sri Lanka under the companies Act No. 07 of 2007 and having its registered office atand the Branch Herein after called “The Bank” hereby guarantee and undertake to pay on first written demand the Beneficiary a sum not exceeding Rs. 500,000/- (Rupees FIVE HUNDRED THOUAND ONLY) in the event the Principal fails or neglects to perform the business of Container Operator as required by the beneficiary.

A demand addressed to us under the hand of the Beneficiary (so far as we the Guarantor are concerned) be conclusive evidence that we are liable to pay the sum demanded but not exceeding the amount aforesaid and accordingly, we the Guarantor shall not be entitled to dispute in any manner any demand made on us under the hand of the Beneficiary. Every payment made by us in response to such demand, which shall be paid in Colombo, shall be deemed to be in discharge pro tanto to our liability.

This guarantee shall be valid from to

DECLARATION OF COMPLIANCE BY DIRECTORS

We, the Directors of(Name of the Company).....(Registered No).....of(Address of the Registered Office) in the business of licensed Container Operator, do hereby declare that to the best of our knowledge and believe we have done everything required to be done by the Licensing of Shipping Agents Act No 10 of 1972 and the Container Operators Regulations No 1402/19 dated 22nd July 2005 promulgated under the said Act.

We also comply with the Minimum Recommended Tariff as per the directive issued by the Supreme Court, SC (Spl) L A Application No 59/2008 on 03rd November, 2008, which was effective from 15th April, 2009.

Name/s of Director/s

Signature

- 01.
- 02.
- 03.
- 04.

CHECKLIST

Name of the Company:.....

Contact Details:

Name of the officer:..... Contact Number :.....

E mail.....

	Document	Mark a (√) for documents being submitted (by Company)	For MSS Office use only
1	Dully filled Application		
2	Receipt of License Fee		
3	Bank Guarantee (Original)		
4	Declaration of Compliance by directors		
5	Certificate/permit issued by Local authority		
6	Audited Accounts		

.....

I hereby acknowledge the receipt of the below documents submitted to renew CO License for the year 2021.

	Document	Mark a (√) for documents being submitted	Remarks
1	Dully filled Application		
2	Receipt of License Fee		
3	Bank Guarantee (Original)		
4	Declaration of Compliance by directors		
5	Certificate/permit issued by Local authority		
6	Audited Accounts		

.....
Signature