



Gibraltar Port Authority **Conditions for the Issue of a Port Operator Licence**

CONDITIONS FOR RENEWAL OF A PORT OPERATORS LICENCE

- 1) A Port operator who wishes to renew a licence shall apply to the Gibraltar Port Authority and such application shall be made not less than thirty days before the 1st May or such other date as the Minister may specify by notice in the Gazette.
- 2) On application for the renewal of a licence, the Authority shall presume that all evidence that the applicant needs to furnish on first application for a licence has been provided to the satisfaction of the Authority unless the contrary is shown to be the case.
- 3) In addition, the following documentation is required to be submitted with the renewal application:
 - (a) A valid insurance document showing that the appropriate cover is active;
 - (b) A letter confirming that the operator has been active for the last 6 months and there have been no material changes to the business. In the case of ship agents and ship chandlery licences, a copy of the operator's purchase order book for the last 6 months prior to renewal will need to be submitted along with the letter.
 - (c) Confirmation that the operator continues to be registered with the Employment and Training Board (certification from the ETB).
 - (d) Certificate of Good standing from the Company Registry.
 - (e) Confirmation in writing that no changes have been made to the last list of employees submitted. If changes have occurred, then evidence that individuals have been registered with the ETB must be provided.
 - (f) Confirmation of address and contact data (including email address and telephone numbers)
 - (g) Copy of valid trade licence showing that licence is currently active (for Ship Chandlery Licence applications only).
- 4) The Authority shall renew a licence held by a Port Operator on application unless it is satisfied that –
 - a) The applicant has not been regularly engaged in the relevant class of port operations during the preceding six months;
 - b) The applicant has not complied with the provisions of the Act.
 - c) There has been a material change in the circumstances of the applicant since the licence was granted.
- 5) If no application is made under (1) above for the renewal of a licence, the licence of that port operator or the licence for the particular class of port operations may be automatically struck off the register by the Authority after thirty days have elapsed.
- 6) An applicant whose request for renewal of a licence has been refused may apply for the grant of a fresh licence.



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7) The prescribed fees payable are as follows :

a	Annual Re – registration fee as a Port Operator	£100
b	Annual renewal fee for a Bunkering Licence	£10,000
c	Annual renewal fee for a STS Operator’s Licence	£1,000
d	Annual renewal fee for a Stevedoring Licence	£3,000
e	Annual renewal fee for a Ship Repair Licence	£1,000
f	Annual renewal fee for Ship Chandlery Licence	£1,000
g	Annual renewal fee for Mooring and Rigging Licence	£1,000
h	Annual renewal fee for Tug Operator’s Licence	£1,000
i	Annual renewal fee for Tug and Barge Operator Licence	£1,000
j	Annual renewal fee for Waste Management Licence	£1,000
k	Annual renewal fee for Diving Operators Licence	£1,000
l	Annual renewal fee for Recovery of Debris and Waste from Sea Operators Licence	£1,000
m	Annual renewal fee for Skip Hire and Waste Removal Licence	£1,000
n	Annual renewal fee for Oil Pollution and Response Operators Licence	£1,000
o	Annual renewal fee for Any Other Port Operator Licence	£1,000
p	Annual renewal fee for Ancillary Service Provider Licence	£250
q	Annual renewal fee for Dolphin Boat Operator Licence	£250

1	Fees for the Issue or Renewal of a certificate of registration as a Port Operator	£ 5
2	Fee for the Issue or Renewal of a certificate of registration as a Port Worker	£ 5
3	Fee for the Issue of a duplicate certificate	£ 5
4	Fee for the Endorsement of a certificate of registration	£ 5
5	Fee for the Amendment of a certificate of registration	£ 5

7) The Gibraltar Port Authority reserves the right to amend the conditions for issue of a Port Operator Licence at any time.