

# Southern Currents



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## Notice to the Area Port of New Orleans Trade Community

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Date: January 6, 2017

No.: 17-008

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Supersedes: 10-019

**SUBJECT: New Orleans Tri-Port Notification of Arrival / CBP Boarding Requests.**

### PURPOSE:

The purpose of this notice is to update and streamline the notification procedures within the New Orleans Tri-Port as authorized under 19 CFR §4.2(a). This notice will cover the [regulatory] notification requirements by CBP for agriculture, immigration and customs purposes.

### Notification of Arrival Procedures:

1. Telephonic notification will be made to the intended first port of arrival at a minimum of 24 hours prior to arrival. The first port of arrival for Tri-Port purposes is defined as the first location at which the vessel comes to anchor, dock, or rest.
2. Prior to the arrival of any vessel, coastwise or foreign, into another port (Gramercy or Baton Rouge) within the New Orleans Tri-Port, telephonic notification will be made to that port as deemed by the port limits.
  - a. Port Limits are defined as follows:
    1. New Orleans – MM127 (Including Dow Chemical), South
    2. Gramercy – MM128 (Occidental) to MM164 (Zennoh)
    3. Baton Rouge – MM165 (Burnside Anchorage), North
  - b. Furthermore, telephonic notification of any vessel movement or arrival within the Tri-Port will be made to the appropriate port of arrival. (I.e. Vessel movements with no lade order requirement.)
  - c. Requests for crew changes, to include both off and on signing crewmen, will be made at the port of arrival and approval given before any such change is made.
3. All notifications should be made during operating hours at the appropriate port of arrival.
  - a. New Orleans – (504) 670-2270 S-S 06:00-22:00
  - b. Gramercy – (225) 869-3765 Ext.101 M-F 08:00-16:00
  - c. Baton Rouge – (225) 389-0261 Ext. 114 S-S 08:00-16:00

Failure to comply with these procedures may result in penalty action in accordance with 19 USC §1436.

### **CBP Boarding Requests:**

- Boarding requests for vessels arriving below mile marker 164 (Zennoh), which include the ports of Gramercy and New Orleans, should be made to the Port of New Orleans.
- Boarding requests for vessels arriving above mile marker 165 (including Burnside Anchorage) should be made to the Port of Baton Rouge.

### **REMINDERS:**

- Entrance and Clearance documents will continue to be filed at any of the three ports that constitute the tri-port area. However, these documents must show the CBP port (i.e., New Orleans – 2002, Gramercy – 2010, or Baton Rouge – 2004) where the vessel will proceed to conduct CBP business (i.e., discharge cargo, load cargo, etc). Documents submitted that do not properly reflect the correct CBP Port Code will be considered incorrect and incomplete thus delaying approval for entrance and clearance.
- Commercial cargo entries (CBP Form 3461, CBP Form 7501), collection activities, foreign trade zone, vessel documents, cargo manifest documents, etc. will continue to identify the appropriate Census port and sub-port location codes and must be submitted to the appropriate Port of Arrival for processing. This action will ensure proper collection of import and export trade statistics, as well as the collection and distribution of harbor maintenance fees.
- **Report of arrival is not to be confused with CBP Form 3171 Lade Order submission (Reference Southern Currents 17-009). Filing a lade order is not the report of arrival of a vessel.**



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