

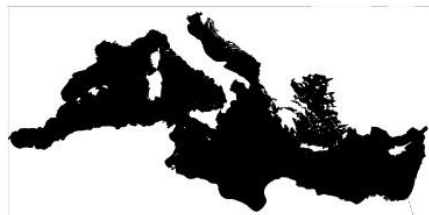


Facilitation measures towards the competitiveness of Mediterranean ports - MEDNET Prototype in Taranto

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FIT Consulting srl

on behalf of Taranto Port Authority



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Project cofinanced by the
European Regional Development Fund

Pilot action overview



Description of the initiative

Set up of an integrated, user-friendly and computerised procedure to improve accessibility in the port of Taranto (as first specific function of the PCS, which will be implemented in the port of Taranto in the future)

Partner: Taranto Port Authority (TPA)

General Action: n. 6 - Single Window and Port Community System pilots

Pilot Specific Action Proposed: Re-engineering of the following procedures:

- Procedure 1: Enrolment in the Register foreseen by art. 68 of Italian Navigation Law;
- Procedure 2: Procedure of issuing of a permission for both people and vehicles to access the port of Taranto and computerisation of the new procedure into an easy-to use interface.

Overall description:

The TPA initiative is the development and test of a new interface, which will be based on functionalities coming from the integration and re-engineering of two different procedures:

- 1) Enrolment in the Register foreseen by art. 68 of Italian Navigation Law, which is asked by all private companies operating in the port;
- 2) Procedure of issuing of a permission for both people and vehicles to access the port of Taranto and computerisation of the new procedure into an easy-to use interface.



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Current situation and motivation



- The enrolment in the Taranto Port Authority (TPA) Register is required by all companies operating in the port. The Port Authority enrolls the operator, but the competent Public bodies involved have up to 60 days to finalize the control check and give authorization.
- Currently, port operator when applying for the enrolment in the Register, as stated in the art. 68 of the Italian Navigation Law, is requesting for a paper authorization (pass) for both employees and vehicles. It is a double request (referred to two different procedures) to be submitted having mostly the same requested supporting documents.
- Requests for accessing the Port are currently managed as manual procedures. They are generally inefficient and costly, especially if more procedures for the same objectives imply duplication of information (forms to be submitted are complicated and redundant).
- The procedure of issuing of the passes (authorizations) to enter the port is currently carried out by the local Harbour Master Office but, in the very near future, the activity will be under the TPA's control. The activity is now characterized by significant delays in issuing the required passes, in particular when applying operator is a company with many workers to be all authorized. Also in this case, the Harbour Master Office has to involve other public entities for any kind of controls (i.e. Customs, Police, Financial Police, etc.).



Scope of the initiative

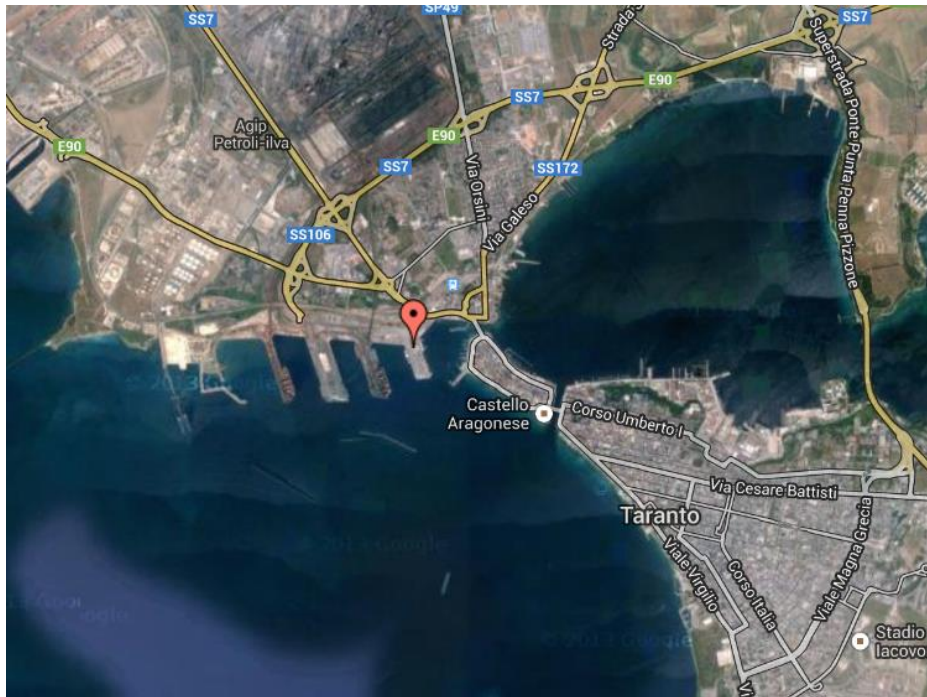


- Re-engineering of the two different procedures (Procedure 1 and Procedure 2) into a single IT based procedure with a single management interface, transforming the procedure from “preventive” to “fact-finding”.
- The pilot interface will accelerate the issuing the permits by reducing time various departments require to check relevant documents provided by companies and inform the relevant police forces. It will also significantly reduce the number of errors in entering information and the time required to carry out the procedures.
- The computerized system (prototype) will be handled through a single interface by storing and managing the Register of all port operators within the TPA’s terms of reference. TPA will verify and validate data and inform other competent bodies.
- According to an estimation done by the TPA, the procedures of issuing passes will require only few days (5-7 days maximum) against the current 60 days required.



Pilot location

Location of the pilot action: Port of Taranto (Taranto – Italy)

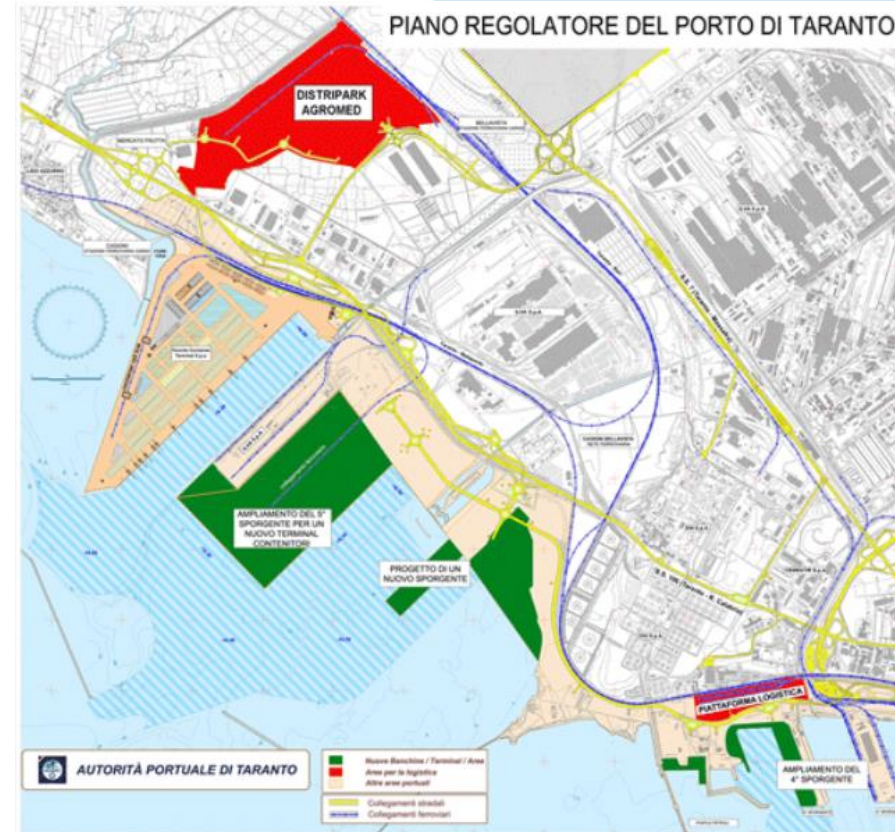


Initiative#6.2. Set up of an integrated, user-friendly and computerised procedure to improve accessibility in the port of Taranto

Key stakeholders involved



- Taranto Port Authority
- National/Local Customs Agency
- Harbor Master's office
- Border Police
- Financial Police
- Port Security Service
- Private operators operating in the port



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Pilot phase (Workplan)



Step 1

- **Diagnosis** of the two procedures and re-engineering into one single procedure: 1) Enrolment in Registers foreseen by art. 68 of Italian Navigation Law and 2) issuing of passes (for both people and vehicles) to access the port.

Step 2

- Set up of system **functionalities** – (which will allow also information to the other competent authorities, such as Border and Financial Police, Customs) for handling the procedure for port accessibility.

Step 3

- **Prototyping** easy-to-use interface for managing the procedure

Step 4

- **Testing** (and **validating**) of the prototype



New regulation for permits



- The TPA's **Ordinance no. 04/14 of 04.28.2014** approved the "Regulations for issuing the port entry permits" for people and vehicles.
- The ordinance has introduced significant changes to procedures linked with the issuing of passes.
- Main changes, compared to the previous manual procedure, refers to:
 1. The passes of the vehicles do not need no more to carry over the relevant plate, but only the data of the person who is authorized to access by his own vehicle;
 2. The new procedure foresees a fee for the issue of passes.

The Regulation will be reviewed within six months from the date of entry into force.



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The proposed solution (1/6)



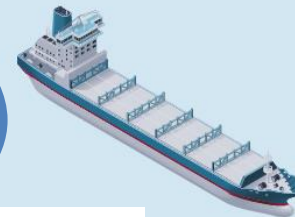
- The proposed solution is an effective **IT based multi-user management tool** with a single interface register of all port operators.
- The interface is based on functionalities coming from the integration and re-engineering of two different procedures: 1) the enrolment in the Register foreseen in art 68 of the Italian Navigation Law; 2) the procedure of issuing of passes, for vehicles and people, to enter the port area.
- The computerised system will be handled throughout a single interface by storing and managing the Register of all port operators that the TPA has to manage.
- The system allow other competent public entities operating in the port (which need to be kept informed about every enrolment in place in the Register and every pass issued) to monitor access permit requests by entering the system.
- The application will not only allow to accelerate the procedure but also avoid the provision of redundant information which are currently requested in two different submission procedures (and now handled out separately with two different templates), being required the same information to be provided by operators.
- The final stage will foresee the testing and validating of the system.



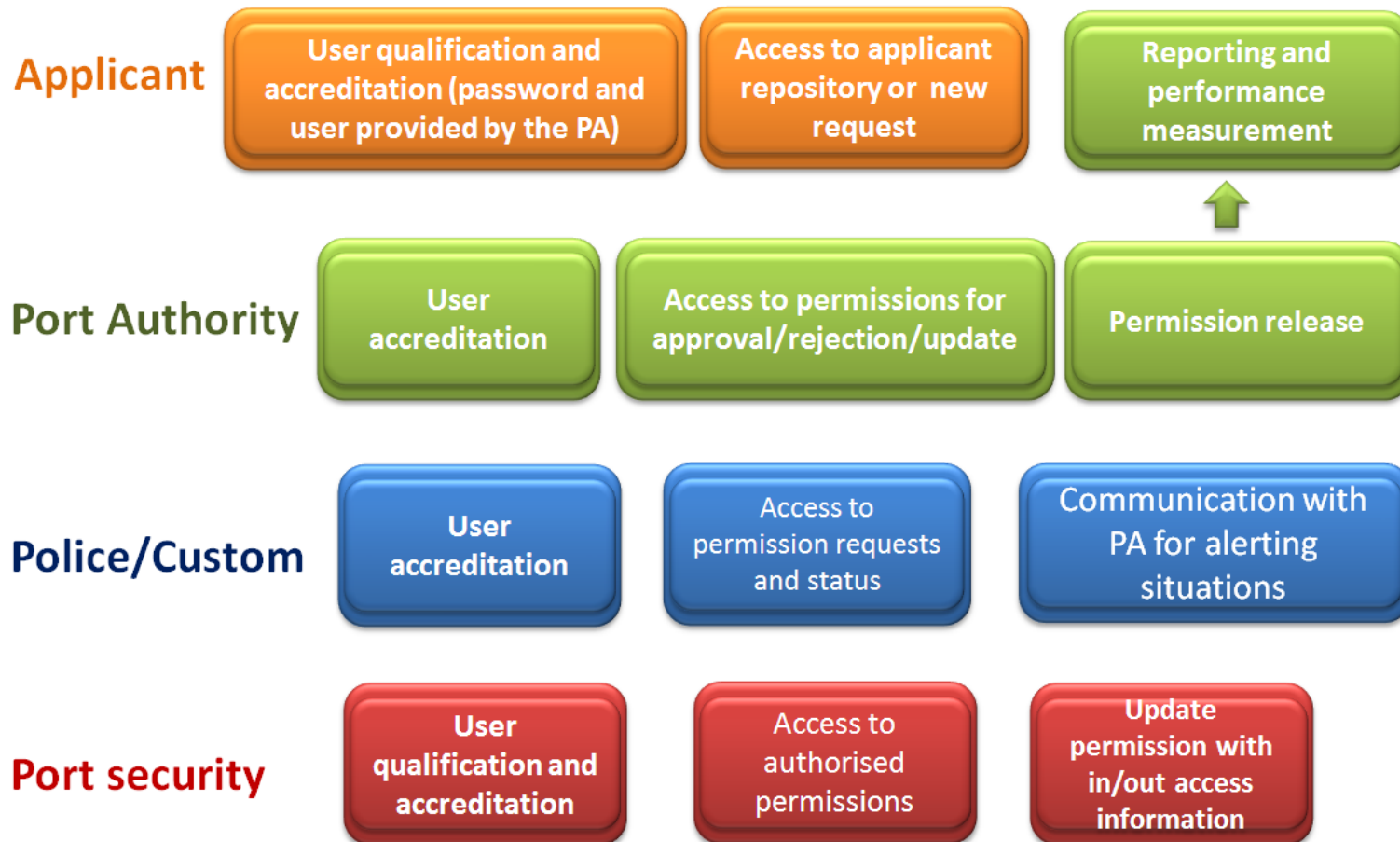
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The proposed solution (2/6)



FUNCTIONAL REQUIREMENT FOR 4 USER CATEGORIES



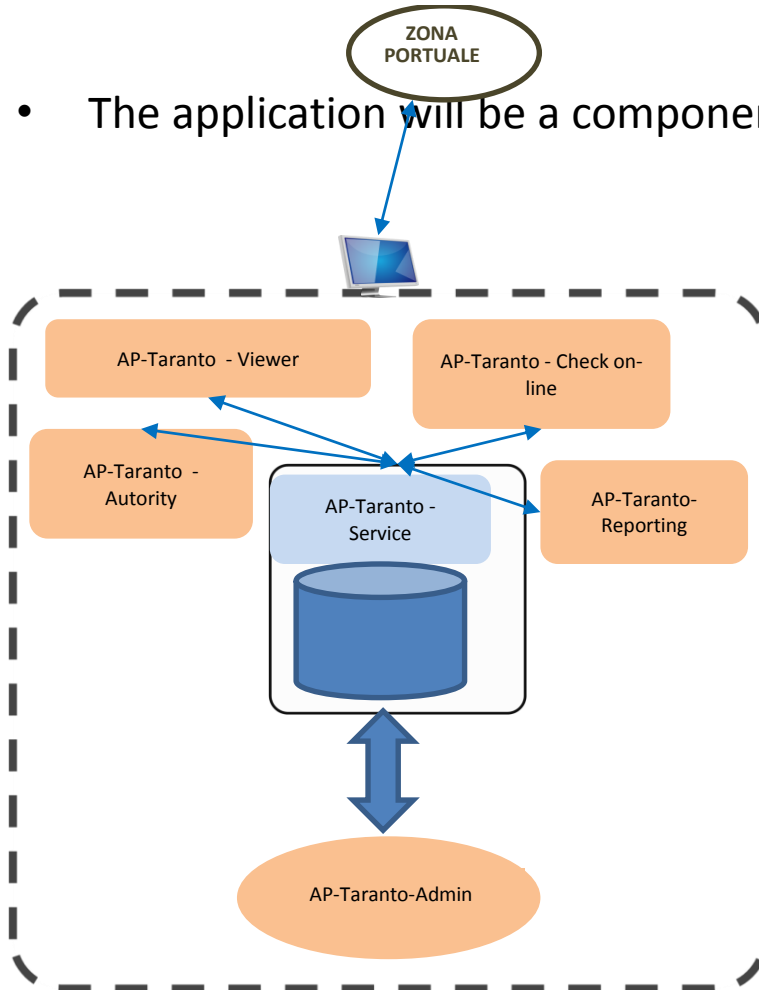
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The proposed solution (3/6)



- The application will be a component of the TPA Port Community System (PCS)



GESTIONE PERMESSI ENTRATA AP TARANTO

Accedi Registrati Informazioni su

Immettere nome utente e password. Registra se non si dispone di un account.

Cod.Fisc./Partita Iva

Password

[Hai dimenticato la password?](#)

Login



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The proposed solution (4/6)



GESTIONE PERMESSI ENTRATA AP TARANTO

MCR765ERR Logout

RICHIESTA ACCESSO

Dati Anagrafici Dichiarazioni Istanza Dati Personali Note

Cognome Nome Data di Nascita

Nome dell'Impresa

Sede dell'Impresa Provincia CAP

Via N.

codice fiscale Partita IVA

Tel. Fax PEC

Nome Utente (Cod.Fisc./Partita Iva)

Salva Modifiche Scarica Richiesta Allegati Invia Richiesta Accesso

GESTIONE PERMESSI ENTRATA AP TARANTO

MCR765ERR Logout

RICHIESTA ACCESSO

Dati Anagrafici **Dichiarazioni** Istanza Dati Personali Note

Essendo:

in possesso di concessione demaniale marittima ex artt. 18 L. 84/94 o 36 Cod. Nav.;

in possesso dell'iscrizione nei registri ex art. 68 Vod. Nav.;

appaltatore dei lavori pubblici di: (di cui al contratto n. del da eseguirsi all'interno della circoscrizione di vostra competenza;

subfornitore o subcontrattore della società appaltatrice dei lavori pubblici di (di cui al contratto n. del all'interno della circoscrizione di vostra competenza;

altro:

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- Data Registration for Access Permit

The proposed solution (5/6)



GESTIONE PERMESSI ENTRATA AP TARANTO

MCR765ERR Logout

Richiesta di Permesso
Elenco Richieste
Modifica Dati Utente
Cambia Password

RICHIESTA ACCESSO

Dati Anagrafici | Dichiarazioni | **Istanza** | Dati Personali | Note

Rivolge istanza

al fine di essere autorizzato ai sensi dell'art. 4 dell'Ordinanza n. 87/2005 della Capitaneria di Porto di Taranto all'accesso nell'ambito portuale e più precisamente presso

Tipo accesso (periodo): Visitatore Provvisorio Annuale

ai sensi degli articoli 46 e 47 del DPR 28 dicembre 2000 n. 445, consapevole delle sanzioni penali previste dall'articolo 76 del medesimo DPR 445/2000, per le ipotesi di falsità in atti e dichiarazioni mendaci ivi indicate,

Dichiara:

a) di manlevare e tenere indenne, in modo assoluto, l'Autorità Portuale e le altre Amministrazioni dello stato da qualsivoglia azione e responsabilità per ogni eventuale infortunio e/o tipo di danno/molestia che per gli effetti della richiesta autorizzazione potessero derivare a persone, società/terzi in genere e cose;

b) che la Società è in regola con gli adempimenti di cui all'articolo 20 del Testo Unico delle disposizioni per l'assicurazione obbligatoria contro gli infortuni sul lavoro e le malattie professionali approvato con il

Salva Modifiche Scarica Richiesta Allegati Invia Richiesta Accesso

- Data Registration for Access Permit

GESTIONE PERMESSI ENTRATA AP TARANTO

MCR765ERR Logout

Richiesta di Permesso
Elenco Richieste
Modifica Dati Utente
Cambia Password

RICHIESTA ACCESSO

Dati Anagrafici | Dichiarazioni | Istanza | **Dati Personali** | Note

Numero dei Passi

Periodo Dal al

Cognome Nome

Data di Nascita Luogo di Nascita

Codice Fiscale Destinazione Porto Bordo Motocisterna

Veicolo personale

Aggiungi Annulla

Salva Modifiche Scarica Richiesta Allegati Invia Richiesta Accesso

The proposed solution (6/6)



GESTIONE PERMESSI ENTRATA AP TARANTO

MCR765ERR Logout

Richiesta di Permesso
Elenco Richieste
Modifica Dati Utente
Cambia Password

RICHIESTA ACCESSO

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Targa

Auto Aziendale

Noleggiata da

Aggiungi Annulla

Salva Modifiche Scarica Richiesta Allegati Invia Richiesta Accesso

GESTIONE PERMESSI ENTRATA AP TARANTO

Admin Logout

RICHIESTA ACCESSO

Dati Anagrafici | Dichiarazioni | **Istanza** | Dati Personali | Note

Rivolge istanza

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Richiesta Approvata Richiesta Rifiutata

Allegati Salva Richiesta Accesso

- Creation of an Access Request

Expected results and impacts



- Enabling the Port Authority to manage and store permissions electronically/digitally
- Streamlining the procedure for issuing permits for vehicles and people
- Reducing the total number of permit requests
- Reducing average number of days needed for issuing a permit (from 60 up to 7 days)
- Reducing average time (hours) for managing documents (internally to the TPA)
- Reducing average time (hours) for submitting requests for permits (including all relevant documents) by port operators
- Reducing internal staff costs for releasing the permission
- Reducing the number of errors
- Increasing overall efficiency of port operations



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Proposed additional activities



TPA expressed the willingness to carry out the following additional activities:

- 1) Testing of the prototype and simulation in a real environment with a selected panel of TPA stakeholders.
- 2) Organisation of an international workshop at TPA open to a range of 3 to 6 port authorities and stakeholders belonging to the MED Programme area to exchange information on main benefits and lessons learned, transfer achieved knowledge, experience and the potential of innovation of this solution with recommendations.



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Pilot initiative dissemination



- Public information on the final results of the Taranto pilot initiative will be accessible by the MEDNET Port Operations OBSERVATORY for a broad dissemination and knowledge sharing accross port authorities and stakeholders at regional, national and European level.

The screenshot shows the website for the MEDNET Port Operations Observatory. At the top left, the text 'MEDNET PORT OPERATIONS OBSERVATORY' is displayed. Below this is a dark grey navigation menu with the following items: Home, Reference Library, Meta-Analysis, GJS - MEDnetwork, Pilot Actions, Forum, and News & Events. The main content area features the MEDNET logo (a stylized blue and grey arrow) and the tagline 'SEAMLESS LOGISTICS' above a map of the Mediterranean region. The map is titled 'Participating Ports' and shows various ports marked with blue dots across countries including France, Italy, Spain, Greece, and others. Below the map, the text reads: 'PORT OPERATIONS OBSERVATORY' followed by a paragraph: 'The Observatory of Port Operations in the Mediterranean Sea is an all-inclusive information centre and knowledge base on port administrative requirements, logistics procedures, port operations and customs formalities. It allows for recording and disseminating best practices, as well as for understanding the technical parametres related to port operations' performance, through the use of a specialised database, while highlighting at the same time strengths and weaknesses of port operations. Moreover, it provides a communication platform at European, national and regional levels, relying on an open discussion group.'



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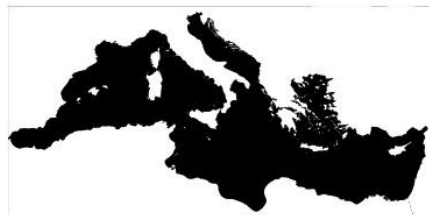
Thank you!



Taranto Port Authority

Mail to: affarigenerali@port.taranto.it

www.mednetproject.eu



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