

**INFO SHEET IN ENGLISH**

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Dear Ladies and Gentlemen,

In times like these, digitalization has become an integral part of our everyday lives. We at the Ennshafen port have also recently made some changes in this regard.

As a first step, we have set ourselves the goal of digitizing ship registration and the creation of loading and unloading reports, thus laying the foundation for a port management system that can and should grow and develop over the next few years.

After successful planning, development and implementation, we would like to inform you now that **with immediate effect** the

**by law obligatory ship registration in the Ennshafen  
- DIGITAL and mandatory - has to be done.**

We are aware that every new start means a changeover and also sometimes brings problems, so there is of course a transition period until 30.09.2023.

However, we also point out at the same time that after the expiry of the transition period, i.e.

**from 01.10.2023 NO loading and unloading documents WITHOUT digital ship registration can be created.**

**What does the digital ship registration mean for masters or possibly also for dispatchers?**

As soon as a vessel enters the Ennshafen, the skipper is required by law to register and deregister the vessel with the harbor master. Both vessels that are loaded or unloaded here and vessels that only spend the night in the Ennshafen, take on crew, etc. are required to do so. This allows real-time ship registration, whether during the day or at night.

The registration can be accessed via the following link or QR code:

[hb.ennshafen.at](https://hb.ennshafen.at)



For ship crews, the associated link as well as the QR code will be available at each staircase at the handling facilities, which can be used to call up the ship registration with any smartphone, tablet or from the computer on board.

If the ship's crew does not have a smartphone, tablet or computer on board, a tablet for ship registration is available at each handling facility.

Or just visit us on our homepage, there you will find all important details.

German: [www.ennshafen.at/service-info](https://www.ennshafen.at/service-info)

English: [www.ennshafen.at/services](https://www.ennshafen.at/services)

To overcome possible language barriers, the application will be available in 10 languages for the time being.

## What is needed for the LOGIN for ship registration?

- ENI - Number
- Mail address - ship
- Phone number - captain

After the registration has been completed, all necessary information for the ship registration can be completed in the further process.

- **Shipping company and ship owner information**  
(Name, address, telephone number incl. country code, mail address, etc.)
- **Vessel details**  
(vessel name, vessel type, master, L x W x draught, nationality, carrying capacity)
- **Cargo details**  
(Selection by type of cargo handling - unloading/loading/ship-to-ship handling/ lighterage/no cargo; type of goods, port of loading, port of discharge, weight according to bill of lading, shipper)
- **Invoice details for charging port fees**  
Please pay attention to the correctness and completeness of the data!!!

The storage of the data is DSGVO-compliant, i.e. these are currently, after completion of the loading and unloading report by the shipper, deleted again due to the basic data protection regulation.

Should you agree in the future that the general ship data from the ship registration, such as owner, ENI- number, length, width; draft etc. may remain stored in our database, the registration process for any future registration would be simplified once again and much easier to retrieve. However, we will still contact you regarding this independently of this information.

As I said, any change will initially bring an adjustment. However, we hope that with this first step we have created a system that is easy to use and will be beneficial for everyone involved. Therefore, we also ask for reliable forwarding to all affected colleagues or employees, especially to your ship crews and dispatchers.

### **Are there any questions? Then you can reach me under the usual contact details:**

Harbour Master Ing. Carmen Celedin  
M +43 664 540 98 86  
<mailto:hafenmeister@ennshafen.at>

Of course, we are still open to suggestions and ideas for improvement, which will make our system even better and more effective.

We would also like to thank all those who have supported us with their thoughts, wishes and suggestions during the system development. We hope that together we can make a good and uncomplicated start.

Kind regards from the Ennschafen port  
Ennschafen OÖ GmbH / Ennschafen NÖ GmbH

Enns, August 29th, 2023