

12) **Registration of Shipping Lines and Shipping Agents**

Kenya Maritime Authority also issues licenses in respect to registration of Shipping Lines and Shipping Agents.

The relevant information is as stated here below;

- **Statutes/Section** Legal Notice No.150/1994 under Section 317 Merchant Shipping Act.
- **Purpose of License:** Supervision and monitoring of Kenya’s International seaborne trade as laid down in the regulations.
- **License period/validity** For registration of Shipping Lines the license obtained once and validity is unlimited, while incase of Shipping agent, the license is renewed annually and so the validity is one year.
- **Application Fee** Kshs.100 for obtaining application form for a Shipping Line or Shipping Agent.
- **License fee/any other fee:** As listed below:-

Services	Amount
Shipping Line	US Dollars 2,500 once
Shipping Agent	Kshs.5,000 annually.

List of requirements, including documents and information when a Shipping Line applies for a license:

1. Official application letter
2. Copies of tariffs for each route
3. Copies of documents to show proof on nationality
4. Copies of documents to show the name and location/address of the Shipping Line and Shipping Agent.
5. Copies of the conditions of carriage (Bill of lading clauses) for each route.

The applicant should also provide the following additional information while filling application form.

1. Name of shipping company and address.
2. Name of managing agents/operators and address.
3. Local agents and address.
4. Route (s) served.
5. Frequency of sailings.
6. Cargo carrying for the last 2 years (in weight tons and freight tons)
7. Details of cargo sharing/pooling arrangements with other lines for each route.

8. Head office of management and effective seat of control.
9. Other co-operation Agreements with other lines for each route.

Documents/information required when a shipping agent applies for a licence.

1. Copy of certificate of incorporation
2. Copy of memorandum/article of association
3. Copy of PIN Certificate
4. Official application letter.

Additional information required when filling the application form.

1. Registered Name.
2. Address, Telephone, Telex numbers and Fax numbers.
3. Location of office.
4. Date of establishment and Business registration number.
5. Nature of business, (e.g. Booking agency, clearing/forwarding)
6. Type of vessels handled (e.g. conventional, container and roll on roll off (ro-ro))
7. Average annual volume of cargo handled by the agency for the last 2 years.
8. Remarks.

Resolution Criteria

The Merchant Shipping Superintendent approves or declines the application from the shipping line or shipping agent in accordance with the provisions of the regulations.

Although not complied with to save on time, under the current regulations, the Merchant Shipping Superintendent forwards recommendations to the Minister for consent. After obtaining the ministers consent, the Merchant Shipping Superintendent issues a certificate of approval form MSA 1 (b).

Maximum processing time

As per provisions of the regulations registration of shipping lines and shipping agents, the application shall be made within two months before the commencement of a new service. However by eliminating the Minister's consent, the time has now been reduced to about one week or less.

The application for registration of shipping agents shall be made within a week before the commencement of a new service.

Details of the licensing agency

Name: Kenya Maritime Authority
Department: Commercial Shipping
Visiting Hours: 7.45 a.m to 12.15 p.m
2.00 p.m to 5.00 p.m

Name and contact person/office (Liaison person)

Mr. John Omingo – Commercial Shipping Manager

Contacts: White House next to MSC Plaza
Moi Avenue
P.O. Box 95076 – 80104
MOMBASA.

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