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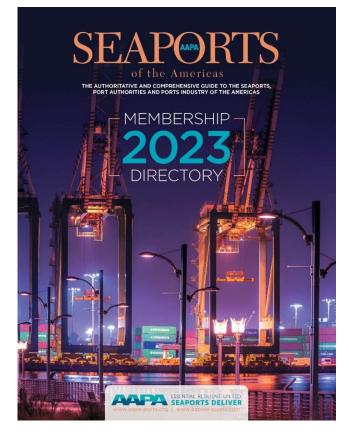
Updating Port Profile in AAPA's Membership Directory

A guide for port company administrators



American Association of Port Authorities

This PPT will provide an overview of how port company administrators can update their information for AAPA's 2024 Seaports of the Americas Directory





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We will use Port of Oakland as an example:

>> UNITED STATES PORT PROFILES

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Port of Orange

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80 AAPA SEAPORTS OF THE AMERICAS + 2018 Membership Directory

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ESSENTIAL, RESILIENT, UNITED

SEAPORTS DELIVER

To begin, go to the AAPA website at <u>www.aapa-</u> <u>ports.org</u> and click the Login button in the top navigation bar



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- 1 @AAPA_Seaports



Sign in About AAPA AAPA Membership AAPA Events En Español Q Keyword search Enter your ESSENTIAL, RESILIENT, UNITED, Username and SEAPORTS DELIVER UNIFYING PORTS OF THE HEMISPHERE EMPOWERING PORT PROFESSIONALS ADVOCATING FOR U.S. PORTS Password; if you have forgotten Username Username either, use the Password Password Forgot my Sign In password or Forgot username? | Forgot password? Forgot my username links Please use the search below to identify if you have an existing record in our database. If your record is found, then use the Forgot username and Forgot password links above to get your user credentials sent to the email address we have on file.

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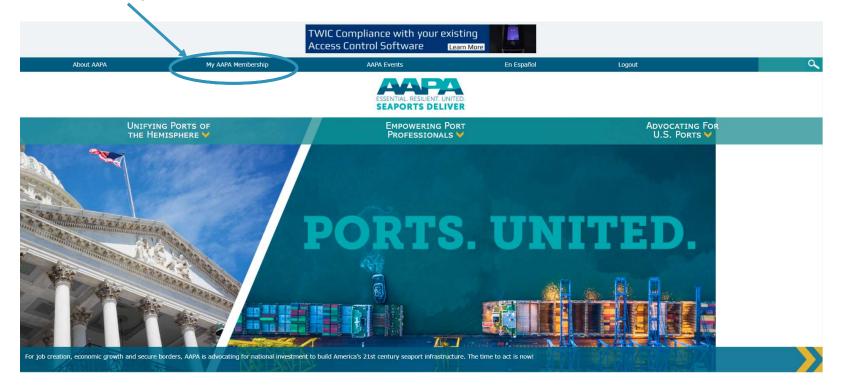
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Once you are logged in, the navigation bar at the top will display a link to My AAPA Membership



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The My AAPA Membership link will take you to your individual record. The port's name will be hyperlinked; click on it to view the port's company record

ESSENTIAL. RESILIENT. UNITED SEAPORTS DELIVE	
Test Smith	ORTS OF THE HEMISPHERE EMPOWERING PORT PROFESSIONALS ADVOCATING FOR U.S. PORTS About Me My Participation My Preferences
Port of Oakland	My Addresses
Type CIND-Port Individual	530 Water St Oakland, CA 94607 UNITED STATES (<u>510) 627-1100</u> (510) 839-5104 fax
<u>Change password</u> You are not due for renewal.	ipoindexter@aapa.ports.org My Details
Renew Now	WorkPhone (510) 627-1100 There are no social profiles defined. Home Phone
View My Public Profile	Fax (510) 839-5104 Email ipoindexter@aapa-ports.org



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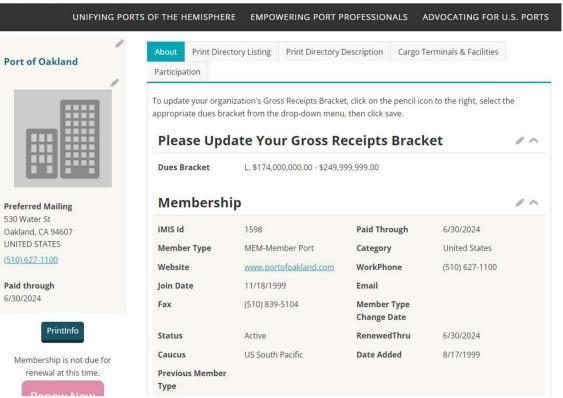
The port's company record displays basic information about the port

> Much of this information will be used to create the port's listing in the Seaports of the Americas Directory; let's start with basic contact information



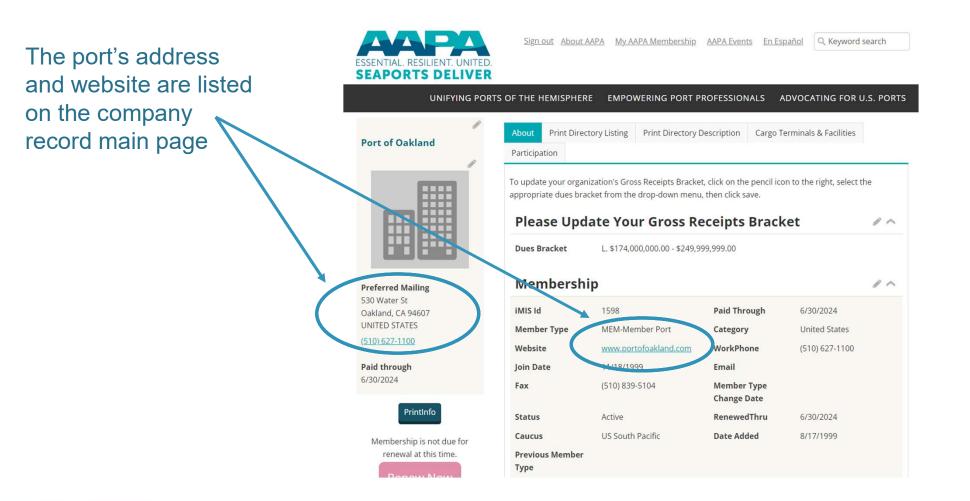
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Q Keyword search



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The address and website can be updated using the Edit (pencil) buttons in the appropriate parts of the company record page (scroll down to make changes to the Company's Address by clicking on the edit pencil)



6/30/2024

ADVOCATING FOR U.S. PORTS UNIFYING PORTS OF THE HEMISPHERE EMPOWERING PORT PROFESSIONALS Print Directory Listing Print Directory Description Cargo Terminals & Facilities Port of Oakland Participation To update your organization's Gross Receipts Bracket, click on the pencil icon to the right, select the appropriate dues bracket from the drop-down menu, then click save. **Please Update Your Gross Receipts Bracket** 11 L. \$174.000.000.00 - \$249.999.999.00 Dues Drackat Membership **Preferred Mailing** 530 Water St iMIS Id 1598 Paid Through 6/30/2024 Oakland, CA 94607 UNITED STATES Member Type **MEM-Member Port** United States Category (510) 627-1100 Website www.portofoakland.com WorkPhone (510) 627-1100 Paid through Join Date 11/18/1999 Email Fax (510) 839-5104 Member Type **Change Date** PrintInfo Status Active RenewedThru 6/30/2024 Caucus **US South Pacific** Date Added 8/17/1999 Membership is not due for renewal at this time. **Previous Member** Туре

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Q Keyword search

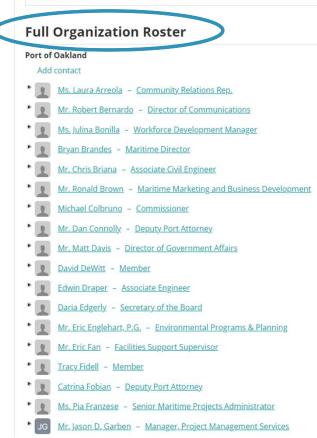


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The Full Organization Roster on the port's company record [–] page is NOT used to generate the directory listing and does not need to be updated for the 2024 membership directory





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The information related to the port's listing in the print directory comes from the three tabs at the top: Print Directory Listing, **Print Directory Description** and Cargo Terminals & Facilities



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Q. Keyword search

UNIFYING	PORTS OF THE HEMIS	SPHERE EMPOWERING PO	RT PROFESSIONALS	ADVOCATING FOR U.S. PO	ORTS
Port of Oakland		t Directory Listing Print Direct	tory Description Cargo	Ferminals & Facilities	
Preferred Mailing	appropriate du		menu, then click save.		~
530 Water St Oakland, CA 94607	iMIS Id	1598	Paid Through	6/30/2024	
UNITED STATES	Member Typ	e MEM-Member Port	Category	United States	
(<u>510) 627-1100</u>	Website	www.portofoakland.co	om WorkPhone	(510) 627-1100	
Paid through	Join Date	11/18/1999	Email		
6/30/2024	Fax	(510) 839-5104	Member Type Change Date		
PrintInfo	Status	Active	RenewedThru	6/30/2024	
Membership is not due for	Caucus	US South Pacific	Date Added	8/17/1999	
renewal at this time.	Previous Me Type	mber			

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Next let's discuss how to update the port's contact email address, port commissioners and port staff

Port of Oakland

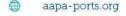
530 Water Street, Oakland, CA 94607 Tel (510) 627-1109 - Fax (510) 839-5104 www.portofoakland.com

PORT COMMISSIONERS

Joan H. Story, President Cestra "Ces" Butner, 1st Vice President Andreas Cluver, Second Vice President Michael Colbruno, Commissioner Earl S. Hamlin, Commissioner Arabella Martinez, Commissioner Alan S. Yee, Commissioner

PORT STAFF

J. Christopher Lytle, Executive Director John C. Driscoll, Maritime Director Arnel Atienza, Chief Audit Officer Daria Edgerly, Secretary of the Board Christopher Boucher, Director of Human Resources Chris Chan, Director/Chief Engineer Matt Davis, Governmental Affairs Director Pamela Kershaw, Commercial Real Estate Director Sara Lee, Chief Financial Officer Richard Sinkoff, Director of Environmental Programs and Planning Amy Tharpe, Director of Social Responsibility Danny Wan, Port Attorney Mike Zampa, Director of Communications Bryant L. Francis, Director of Aviation Eva Jakubowska, Information Technology Director

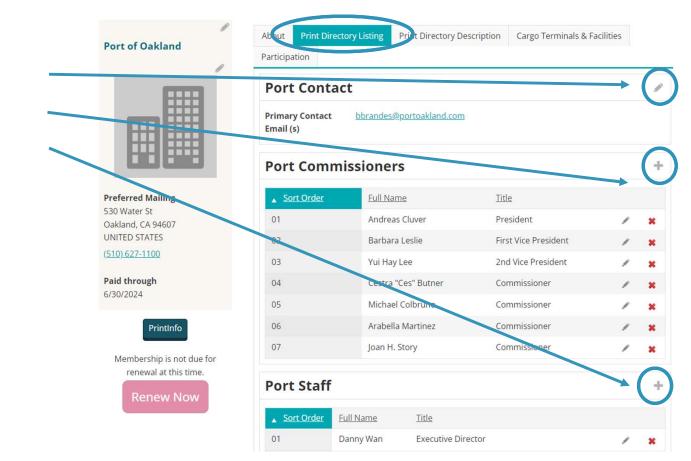


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First, click on the Print Directory Listing tab to show the Port Contact, Port Commissioners and Port Staff; use the Edit (pencil) button to make changes to any of these three fields, or click the Add (plus sign) button to add additional Commissioners and Staff

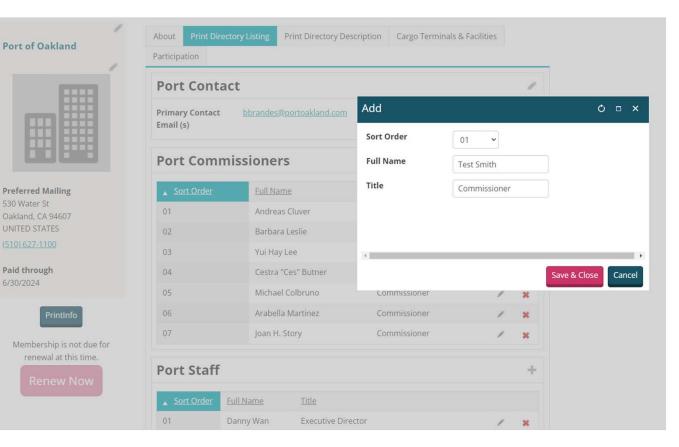




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The Edit button opens a dialogue box to make changes to Full Name, Title and Sort Order for individual Port Commissioners and Port Staff. Editing this information will NOT update the Full Organization Roster found on the port's company record page; this information is for the print directory only



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Next let's discuss how to update the port's profile, including Overall Annual Tonnage, Primary Cargos (Inbound and Outbound) and other information

Port of Oakland

530 Water Street, Oakland, CA 94607 Tel (510) 627-1100 • Fax (510) 839-5104 www.portofoakland.com

PORT COMMISSIONERS

Joan H. Story, President Cestra "Ces" Butner, 1st Vice President Andreas Cluver, Second Vice President Michael Colbruno, Commissioner Earl S. Hamlin, Commissioner Arabella Martinez, Commissioner Alan S. Yee, Commissioner

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OVERALL ANNUAL TONNAGE

CY 2016 Full TEUs: 1,831,716 Empty TEUs: 537,850 Total TEUs: 2,369,526

PRIMARY CARGOS: OUTBOUND

Pulp of Wood; Edible Fruits & Nuts; Meat; Beverages; Oil Seeds, Misc. Grains & Seeds; Cereals; Iron & Steel; Prepared Vegetables, Fruits & Nuts; Plastics; Residues & Waste from Food Industry

PRIMARY CARGOS: INBOUND

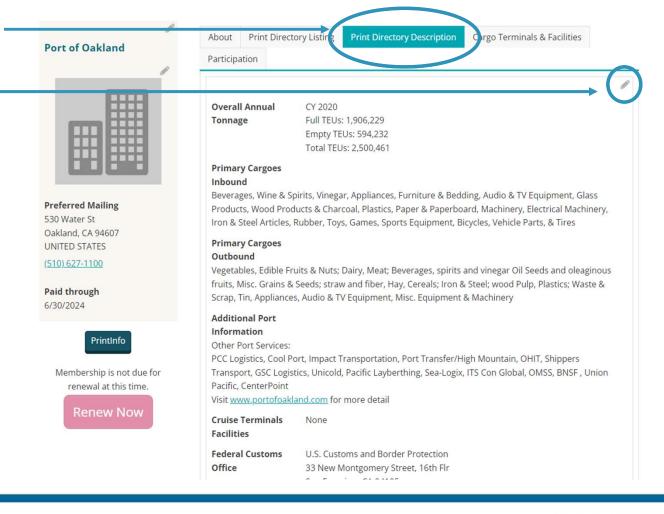
Wine & Spirits, Furniture & Bedding, Glass Products, Wood Products & Charcoal, Plastics, Paper & Paperboard, Machinery, Electrical Machinery, Iron & Steel Articles, and Rubber, Toys, Games, Sports Equipment



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This information is found in the Print Directory Description tab; click the Edit (pencil) button to update these fields

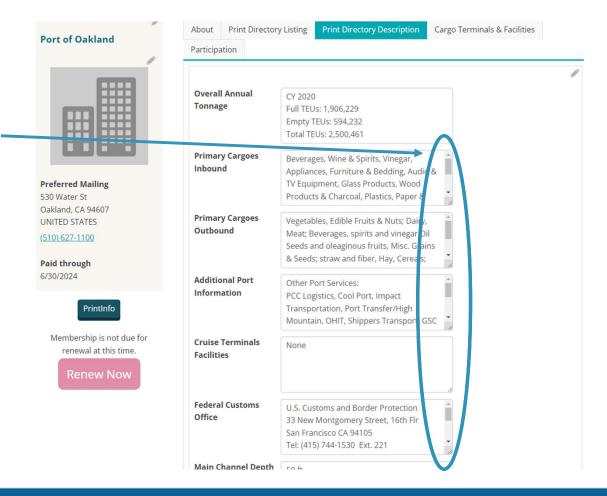




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The editing pane will appear different in different browsers; this is using Google Chrome. The only way to view all the text in a box is to scroll

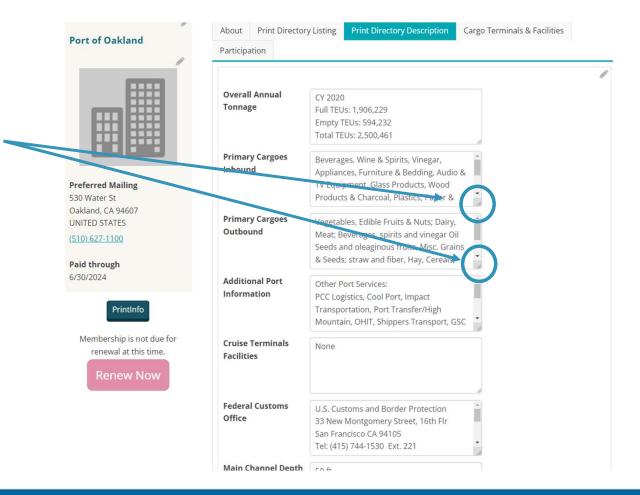




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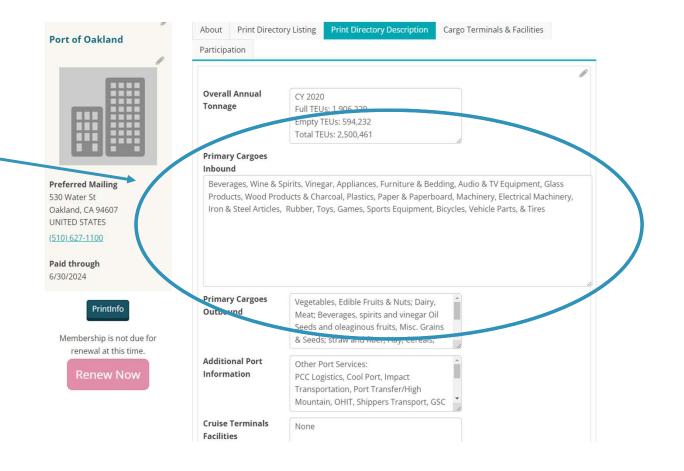
AAPA recommends using Google Chrome for this task because it creates an opportunity to expand the text boxes while in Edit mode



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Expanding the size of the text box in Google Chrome makes it much easier to see all the text at once for editing





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The final tab for updating is Cargo Terminals & Facilities, which can contain a lot of information

Port of Oakland

530 Water Street, Oakland, CA 94607 Tel (510) 627-1100 • Fax (510) 839-5104 www.portofoakland.com

PORT COMMISSIONERS Joan H. Story, President Cestra "Ces" Butner, 154 Vice President Andreas Cluver, Second Vice President Michael Colaruno, Commissioner Earl S. Hamilin, Commissioner Arabella Martinez, Commissioner Arabella Martinez, Commissioner

PORT STAFF

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CY 2016 Full TEUs: 1,831,716 Empty TEUs: 537,850 Total TEUs: 2,369,526

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Pulp of Wood, Editio Fruits & Nuts; Meat: Beverages; Oil Seeds, Misc. Grains & Seeds; Cereals; Iron & Steel; Prepared Vegetables, Fruits & Nuts; Plastics; Residues & Waste from Food Industry

PRIMARY CARGOS: INBOUND

Vinne & Sprits, Furniture & Bedding, Glass Products, Wood Products & Charcoal, Plastics, Paper & Paperboard, Machinery, Electrical Machinery, Iron & Steel Articles, and Rubber, Toys, Games, Sports Equipment

MAIN CHANNEL DEPTH

CARGO TERMINALS & FACILITIES TRAPAC CONTAINER TERMINAL: Berths 25-33 Operator: TransPacific Container Service Corp. (TraPac) Length: 1,299.5 m Depth: 50 ft MLLW BEN E. NUTTER CONTAINER TERMINAL: Berths 35-37 Operator: Everport Terminal Services, Inc. (ETS) Length: 657.4 m +30.4 m dolphin Depth: 50 ft MLLW OAKLAND INTERNATIONAL CONTAINER TERMINAL: Berths 55-59 Operator: SSAT Terminals, LLC (SSAT) Length: 1,822.5 m Depth: 50 ft. MLLW MATSON TERMINAL: Berths 60-63 Operator: SSAT Terminals, LLC (SSAT) Length: 836 m Depth: 42 ft. MLLW Available for Lease OUTER HARBOR TERMINAL Berths 20-24

OTHER PORT OWNED BUSINESSES, SERVICES, FACILITIES, FTZ

The Port of Gakland oversees the Dakland Seaport, Dakland international Airport (OAK) and 20 miles of waterfront including commercial real estate properties, parks and conservation areas. OAK is the San Francisco Bay Area's air cargo center. www.portofoakland.com.

OTHER PORT AREA SERVICES Please refer to the Port of Oakland's web site at www.portofoakland.com for a complete

listing of aviation and commercial real estate services.

FEDERAL CUSTOMS OFFICE U.S. Customs and Border Protection 33 New Montgomery Street, 16th Fir San Francisco CA 94105 Teit (415) 744-1530 Ext. 221 U.S. Customs and Border Protection/Oakland Office 700 Martime Street Oakland CA 94607 Teit (510) 273-4336

OVERSEAS SISTER/BROTHER OR AFFILIATED PORTS

Acajitta & La Union, El Salvador Aquifir, Morcos, Belgium Aquifir, Morcos, Belgium Auxidant, Newz Zeatand Da Mang, Vietnam Dalian, China Genoa, Italy Helanki, Finland Incheon, Korea Keelung, Taivaen Lagos, Niporia Manila, Philippines Manzanito, Maxico Melbourne, Australia Manala, Philippines Manzanito, Maxico Melbourne, Australia Shanghai, China Takoradi, Ghama

Port of Orange

P.O. Box 2410, Orange, TX 77631-2410 Tel (409) 883-4363 • Fax (409) 883-5607 www.podoforanoe.com

PORT COMMISSIONERS

Jerry Hughes, President James A. Smith, Vice President Keith Wallace, Secretary John W. Young Jr., Commissioner Barbara Winfree, Treasurer

PORT STAFF

Gene Boullion, Port Director & CEO Lorrie M. Taylor, CPA, Dir. of Administration & Finance Zachariah Wilson, Operations Manager & Facility Security Officer

MAIN CHANNEL DEPTH 30 ft.

CARGO TERMINALS & FACILITIES

ALABAMA STREET TERMINAL: Port-Owned; Berths: 4; Total Length: 2,300 ft; Water Depth: 30 ft; Rail Service; Special Facilities; Raincads; Trucking Lines; 7 (plus contract carriers); Mid County Airport Jefferson County, TX. CHILDERS ROAD TERMINAL: Port-Owned & Operated; Barge Fleeting, Drydock, Repair and

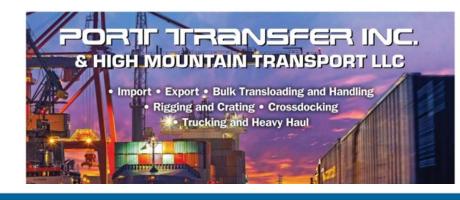
Painting; Water Depth: 18 ft.

OTHER PORT OWNED BUSINESSES, SERVICES, FACILITIES, FTZ Foreign Trade Zone of Southeast Texas, Orange County Navigation and Port District Industrial Development Corporation, P.O. Box 2410, Orange TX 77631-2410; Tel; (409) 803-4363

OTHER PORT AREA SERVICES

Burkers/Fuel; Chandlery; Cold Storage; Crane Repair & Maintenance; Dry Dock; Environmental/Waste services; Marine Equipment & Supplies; Oil Spill Response & Recovery; Shipyard/Ship Repairs; Towing/Tug Services; Warehousing - Bonded.

FEDERAL CUSTOMS OFFICE Port Arthur Customs District; Port Arthur, Texas





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Many ports choose to provide detailed information about their Cargo Terminals & Facilities Amy Inarpe, Director of Social Responsibility Danny Wan, Port Attorney Mike Zampa, Director of Communications Bryant L. Francis, Director of Aviation Eva Jakubowska, Information Technology Director

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MAIN CHANNEL DEPT

CARGO TERMINALS & FACILITIES

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BEN E. NUTTER CONTAINER TERMINAL: Berths 35-37 Operator: Everport Terminal Services, Inc. (ETS) Length: 657.4 m +30.4 m dolphin Depth: 50 ft MLLW

OAKLAND INTERNATIONAL CONTAINER TERMINAL: Berths 55-59 Operator: SSAT Terminals, LLC (SSAT) Length: 1,822.5 m

Depth: 50 ft. MLLW MATSON TERMINAL: Berths 60-63 Operator: SSAT Terminals, LLC (SSAT)

Length: 836 m Depth: 42 ft. MLLW

Available for Lease:

OUTER HARBOR TERMINAL Berths 20-24

Length: 1287 m Depths: Berth 20-21, 42 ft MLLW; Berth 22-24, 50 ft MLLW.

HOWARD TERMINAL Berth 67-68 Length 593 m

Depth 42 ft MLLW

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This information is found in the Cargo Terminals & **Facilities tab**



Preferred Mailing 530 Water St

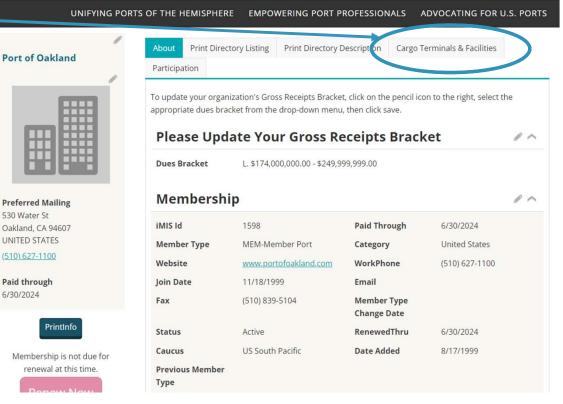
Oakland, CA 94607 UNITED STATES

(510) 627-1100

Paid through

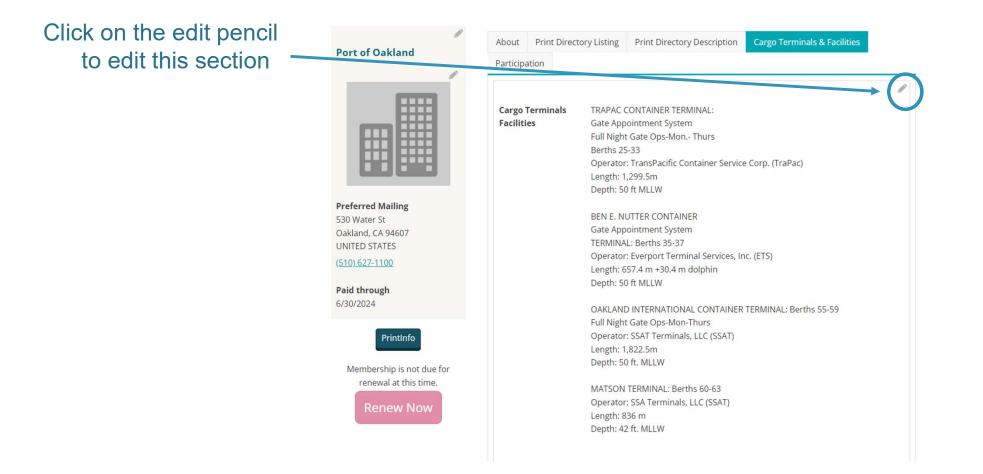
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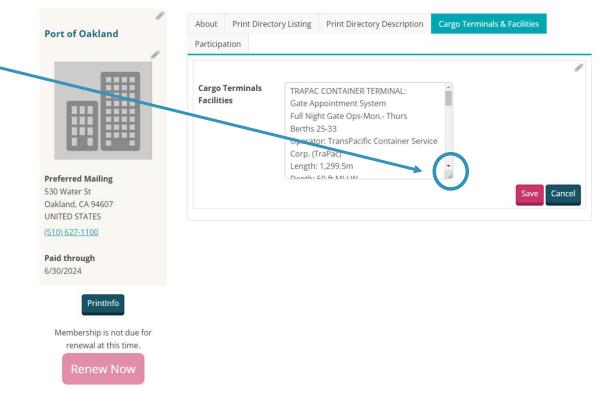




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Using Google Chrome as your browser, expand the text box to edit

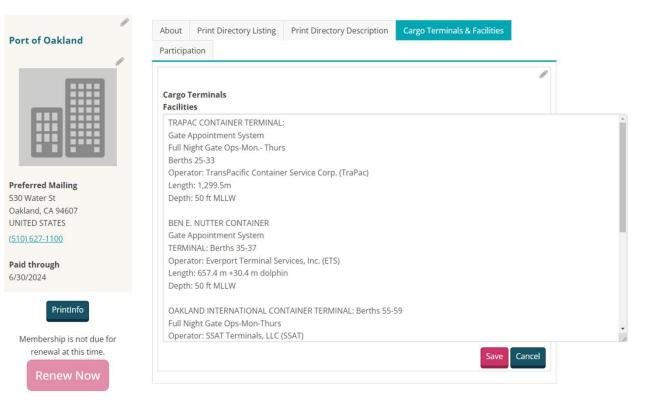




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Update your port's Cargo Terminals & Facilities descriptions

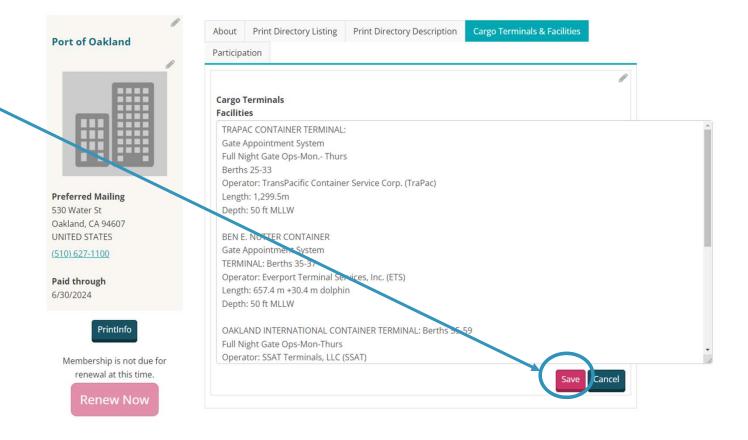




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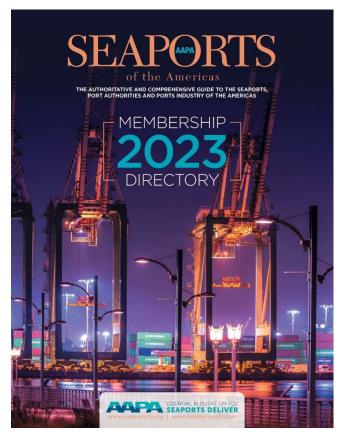
Always make sure to save changes after editing any of the tabs in your port's company record



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Thank you for your time!



Please update your port's company record by Tuesday, December 6, 2024!

Feel free to contact AAPA with any questions:

Pam Maher Communications & Publications Manager pmaher@aapa-ports.org

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