

深圳市人居环境委员会  
深圳市交通运输委员会  
深圳市发展和改革委员会  
深圳市财政委员会

文件

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深圳市人居环境委员会 深圳市交通运输委员会  
深圳市发展和改革委员会 深圳市财政委员会  
关于联合印发《深圳市港口、船舶岸电  
设施和船用低硫油补贴资金管理暂行办法》  
的通知

各有关单位：

《深圳市港口、船舶岸电设施和船用低硫油补贴资金管理暂行办法》已经市政府审定同意，现予以印发执行。

特此通知。



深圳市人居环境委员会



深圳市交通运输委员会



深圳市发展和改革委员会



深圳市财政委员会

2014年9月22日

公开方式：主动公开

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深圳市人居环境委员会秘书处

2014年09月22日印发

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# 深圳市港口、船舶岸电设施和船用低硫油补贴资金管理暂行办法

## 第一章 总 则

**第一条** 为加强对深圳市港口、船舶岸电设施和船用低硫油补贴资金的管理，规范资金使用，促进船舶岸电、低硫油推广使用工作的开展，根据《深圳市大气环境质量提升计划》（深府办〔2013〕19号）以及相关法律法规规定，制定本办法。

**第二条** 本办法所称港口、船舶岸电设施和船用低硫油补贴资金（以下简称“补贴资金”）是指经市政府批准，专项用于支持港口岸电设施建设使用、船舶使用岸电或转用低硫油（原本使用重油等高硫燃料）等相关项目的财政性资金。

**第三条** 本办法所称低硫油指含硫量不超过 0.5%的船用燃油。转用低硫油指船舶靠泊期间辅机及锅炉燃料由非低硫油转用至低硫油。

**第四条** “补贴资金”作为深圳市循环经济与节能减排专项资金的子项统筹安排，资金的使用和管理坚持“公平、公正、公开”的原则，实行“自愿申报、社会公示、监督核查、绩效评价”的管理模式。

## 第二章 职责及分工

**第五条** “补贴资金”由市财政、发展改革、环保、交通、审计监察部门及深圳海事部门负责协调和管理。



## **第六条 市发展和改革委员会职责：**

（一）在市循环经济与节能减排专项资金年度支出计划总盘子中提出“补贴资金”子项年度利用计划额度；

（二）负责对申请补贴项目予以公示，会同市财政部门进行合规性审查并下达“补贴资金”扶持计划。

## **第七条 市财政部门职责：**

（一）审核“补贴资金”年度支出计划，按程序报市政府审定，批复补贴资金年度支出（结构）计划；

（二）会同市发展改革部门对补贴项目进行合规性审查并下达“补贴资金”扶持计划；

（三）负责拨付“补贴资金”；

（四）监督检查补贴资金管理 and 使用，负责开展补贴资金绩效重点评价；

（五）职责范围内其他工作事项。

## **第八条 市交通部门职责：**

（一）编制“补贴资金”具体年度支出计划，会同市环保部门制定本办法配套的有关实施细则、操作规程和项目资金年度申报指南；

（二）依据“补贴资金”年度支出计划受理补贴申请，组织项目验收、专家评审、补贴申报及委托有关机构进行专项审计；

（三）负责建立资助企业及项目档案，跟踪、考察补贴资

金的使用落实情况；

（四）组织开展岸电和低硫油推广工作对港口航运业的影响评价；

（五）指导相关企业机构建立深圳港绿色环保自律性公约，组织发动港航企业加入此公约并签署岸电、低硫油使用承诺书；

（六）负责分配港口岸电建设数量，督促港口拟定岸电设施可行性研究、项目立项及规划设计审批及项目建设工作。牵头组织岸电设施建设项目验收工作；

（七）负责对港口岸电建设项目、船舶使用岸电和转用低硫油情况开展资料审核并协助市环保部门对船舶使用岸电和转用低硫油开展监督检查；

（八）按职能分工，对项目进行绩效评价，开展资金绩效管理管理工作；

（九）职责范围内其他工作事项。

### **第九条 市环保部门职责：**

（一）协助市交通部门在深圳港推广船舶使用岸电和低硫油等减排工作；

（二）协助市交通部门对港口岸电设施建设情况开展核查；

（三）组织深圳海事部门、市交通部门对船舶使用岸电和转用低硫油情况开展监督检查；

(四)组织开展项目环境绩效评价,并提出政策修改意见。

#### **第十条 市审计部门职责:**

对“补贴资金”的使用情况及绩效目标实现情况进行绩效审计。

#### **第十一条 市监察部门职责:**

对“补贴资金”支出管理活动进行监督,对违法、违规的单位及个人予以查处。

#### **第十二条 深圳海事部门职责:**

(一) 配合市交通部门发动航运企业加入深圳港绿色环保自律性公约并签署岸电、低硫油使用承诺书;

(二) 协助市环保部门、市交通部门对船舶使用岸电和转用低硫油情况开展监督检查。

#### **第十三条 “补贴资金”使用单位的职责:**

(一) 如实提供相关补贴申报材料;

(二) 按规定使用补贴资金,专款专用;

(三) 按要求提供项目执行情况的报告及相关材料,接受有关部门的监督检查或验收;

(四) 对补贴资金进行财务管理和会计核算,接受有关部门的监督检查和审计。

### **第三章 “补贴资金”使用范围**

**第十四条** “补贴资金”支持的对象为在深圳行政区域内开展岸电设施建设和提供岸电使用的港口企业及船舶靠泊期



间使用岸电或转用低硫油的航运企业。

**第十五条** “补贴资金”主要用于支持深圳市港口岸电设施建设、船舶使用岸电和转用低硫油等相关项目，包括：

- （一）港口岸电设施建设和使用；
- （二）靠港船舶使用岸电或转用低硫油；
- （三）经政府批准的其他相关项目。

**第十六条** 有下列情形之一的，补贴资金不予支持：

- （一）享受过市级有关财政资金补贴的项目；
- （二）尚未建成验收的项目；
- （三）与港口岸电建设、船舶使用岸电或转用低硫油等无关的项目或活动。

#### **第四章 补贴标准和方式**

**第十七条** “补贴资金”采用无偿资助方式，主要用于资助港口岸电设施建设、补贴港口岸电设施供电需量费、鼓励航运企业使用岸电或转用低硫油。

**第十八条** 无偿资助标准：

（一）港口岸电设施建设：对港口已经建成竣工并通过验收核查的岸电设施按不超过项目建设费用 30%的标准资助；

（二）船舶使用岸电：港口企业按 0.7 元/度的价格与靠港期间使用岸电的船舶结算电费。对港口企业岸电电费成本与上述结算价格的差价给予全额补贴，并可根据岸电设施维护成本额外给予不超过电价成本 10%的价格补贴，补贴标准由市交

通部门牵头另行制定。

按年度全额资助港口企业岸电设施供电需量费。

(三)船舶转用低硫油:对在靠泊期间转用低硫油的船舶,根据不同的油品质量,按补贴低硫油与重油成本差价75%至100%的原则进行补贴。(低硫油与重油差价数据以当月新加坡重油(IF0380)与低硫油(MGO/MD0/LSMGO)月均差价为准)。补贴实施标准及船舶靠泊期间耗油量的测算标准由市交通部门牵头另行制定。

## 第五章 补贴申报与审批

**第十九条** 港口岸电设施建设补贴的申报流程如下:

(一)港口企业依据实事求是的原则,按年度向市交通部门提交《补贴资金项目申请表》、项目可行性研究报告、设计方案、合同等相关材料以及上级主管部门要求提交的其他材料;

(二)项目建设完成后,市交通部门组织相关部门及专家对申报项目进行现场考察和评审验收,出具有关资助审核意见,并将资助意见送市发展改革部门;市发展改革部门对拟资助项目进行公示后,会同市财政部门下达“补贴资金”扶持计划;

(三)补贴申请审核通过的项目,由市交通部门与港口企业签订岸电使用承诺书。承诺书应当由企业法定代表人签署并加盖公章。



申请企业应当作出如下承诺：

1. 保证所提供的申请材料真实有效；
2. 保障岸电设施完整率，可随时用于岸电使用；

（四）市财政部门根据下达“补贴资金”扶持计划文件拨付相关补贴资金。

**第二十条** 供电需量费资助申报流程如下：

（一）港口企业根据岸电设施实际使用情况，按年度向市交通运输委提交《用电需量费补贴申请表》、供电需量费缴纳的有关证明材料及上级主管部门要求提交的其他材料；

（二）市交通部门组织专家对材料进行核查和审计，出具有关资助意见，并将资助意见送市发展改革部门；市发展改革部门进行公示后，会同市财政部门下达“补贴资金”扶持计划；

（三）市财政部门根据下达“补贴资金”扶持计划文件拨付相关补贴资金。

**第二十一条** 船舶岸电使用补贴申报流程如下：

（一）有参与岸电使用意愿的航运企业应按年度向市交通部门或其委托的第三方机构申请加入深圳港绿色公约，签署年度岸电使用承诺书，承诺：

1. 企业具备岸电使用条件的船舶在深圳港每次靠泊期间均申请使用岸电供电，并提交船舶登记名单；
2. 相关船舶每次在深圳水域靠泊后 1 小时内配合港口开始接入岸电程序；

(二)已签署岸电使用承诺书的航运企业,按月向港口企业提供如下材料:

1. 由航运企业或其代理提前向港口企业提交次月有关船舶到港计划及相应艘次的岸电使用申明,如有船舶临时变更岸电使用计划,需至少在相关船舶到港前24小时书面通知港口企业;

2. 经航运企业确认的电费支付单及相应艘次船舶岸电使用信息;

3. 由船方签署并加盖船舶印章的显示船只使用岸电情况的机舱日志核证副本;

(三)港口企业按季度将供电公司出具的电费单及相应的航运企业每次使用岸电提供的相关材料和船舶电费结算单进行整理统计,汇同《岸电电费补贴申请表》提交市交通部门;

(四)市交通部门对企业提交资料进行审核后出具有关资助意见,并将资助意见送市发展改革部门。市发展改革部门进行公示后,会同市财政部门下达“补贴资金”扶持计划;

(五)市财政部门根据下达“补贴资金”扶持计划文件拨付相关补贴资金。

## **第二十二条 船舶转用低硫油补贴申报流程如下:**

(一)有参与低硫油使用意愿的航运企业应按年度向市交通部门或其委托的第三方机构申请加入深圳港绿色公约,签署年度低硫油使用承诺书,承诺:

1. 企业具备低硫油转用条件的船舶在深圳港每次靠泊期间均转用低硫油,并提交船舶登记名单及相应的船舶登记证副本;

2. 有关船舶每次在深圳水域靠泊期间必须转用低硫油,并在离开泊位后才可转用重油;

3. 如特殊情况导致有关船舶靠泊期间无法转用低硫油,应至少在到港前 24 小时书面通知市交通部门或其委托的第三方机构。每年该艘次比例不超过该航运企业转用低硫油艘次的 5%。

(二) 已签署低硫油使用承诺书的航运企业,按月向市交通部门或其委托的第三方机构提供如下材料:

1. 由航运企业提交显示船只靠泊和离岸转油时间的《靠泊转油补贴申请表》;

2. 由船方签署并加盖船舶印章的显示船只转用低硫油情况的机舱日志核证副本和油类记录簿核证副本;

(三) 市交通部门按季度对企业递交的有关材料进行审核;

(四) 市交通部门根据审核结果,出具有关资助意见,并将资助意见送市发展改革部门。市发展改革部门进行公示后,会同市财政部门下达“补贴资金”扶持计划;

(五) 市财政部门根据下达“补贴资金”扶持计划文件拨付相关补贴资金。



**第二十三条** 第三方机构确定及工作经费资助由市有关部门按照相关政府采购规定流程进行拨付。

## **第六章 项目核查和监督**

**第二十四条** 港口岸电设施建设项目核查：

项目建设期间及建设完成后，由市交通部门或其委托第三方机构负责对项目建设进度和项目技术指标开展核查。

**第二十五条** 船舶岸电设施使用情况核查：

（一）以航运企业为单位，针对靠港使用岸电船舶申请补贴时所提交的岸电使用申明、电费支付单及机舱日志副本等相关证明材料进行审核鉴定；

（二）对港口企业提供的供电公司出具的电费单以及各次船舶电费结算单和补贴申请进行审核鉴定；

（三）对岸电设施使用船舶进行抽查，登船检查其岸电使用情况和岸电使用证明文件；

（四）资料审核由市交通部门负责组织开展，抽查工作由深圳海事部门、市交通部门协助市环保部门负责组织开展。

**第二十六条** 船舶低硫油使用情况核查：

（一）以航运企业为单位，对申请补贴所提交的靠泊转油补贴申请、油类记录簿副本和记录转油程序时间和日期的机舱日志副本等材料进行审核鉴定；

（二）对靠港船舶低硫油使用情况进行抽查，登船检查其低硫油切换及使用情况和有关低硫油转换证明文件（包括低硫

燃油交付单、油类记录簿和记录转油程序时间和日期的机舱日志), 并抽取燃料样本进行检测并出具检测报告;

(三) 资料审核由市交通部门负责组织开展, 抽查工作由深圳海事部门、市交通部门协助市环保部门负责组织开展。

## 第七章 监督管理与责任

**第二十七条** 补贴资金应专款专用, 严格管理, 市财政、监察和审计部门应对资金的使用情况进行监督和审计。

**第二十八条** 补贴申请企业对上报材料的真实性负责, 应保证出具的材料真实有效, 凡有谎报、瞒报及提供虚假信息行为的企业, 追缴相应财政补贴资金, 三年内不得申报该补贴资金, 并在相关部门网站上予以公示。涉嫌犯罪的, 移送司法机关依法处理。

**第二十九条** 监督抽查发现船舶未按照申明使用岸电或转用低硫油的, 追缴相应港口或航运企业上季度全部财政补贴资金, 并在相关部门网站上予以公示。

**第三十条** 港口企业、第三方机构应诚实开展材料收集上报工作, 严格规范企业自身行为, 遵纪守法, 杜绝与航运企业串通作假骗取补贴等现象。出现不端行为将依据《港口经营管理规定》等有关规定进行处置, 并在相关部门网站上予以公示。涉嫌犯罪的, 移送司法机关依法处理。

**第三十一条** 核查范围内任何企业和个人不得以涉密等任何理由拒绝核查(包括拒绝提供相关资料), 否则取消其补贴



申请资格并予以公布，提供的相关资料务必真实有效，对弄虚作假骗取补贴资金涉嫌犯罪的企业或个人，依法移交司法机关处理。

**第三十二条** 市交通部门应对补贴项目实施情况开展核查，核查结果作为相关企业再次申请补贴资金的依据。

**第三十三条** 市审计部门每年对补贴资金使用情况 and 绩效目标实现情况进行绩效审计，并接受监察部门监督。

**第三十四条** 补贴资金使用单位违反本办法规定的，市交通部门可给予通报批评，视情况要求其返还补贴资金，情节严重的，移交有关部门追究责任。

**第三十五条** 各有关部门有关管理人员不依法或不正确履行职责的，违反财经纪律、虚报、冒领、截留、挪用、挤占专项资金，或工作中玩忽职守、徇私舞弊、滥用职权帮助企业骗取补贴的，根据国务院《财政违法行为处罚处分条例》等有关规定对责任人员进行处理。涉嫌犯罪的，移送司法机关依法处理。

**第三十六条** 参与岸电项目验收或岸电、低硫油材料审批核查的相关人员以权谋私或弄虚作假的，通报其所在单位依据有关规定处理。涉嫌犯罪的，移送司法机关依法处理。

**第三十七条** 市交通部门、环保部门和深圳海事部门等应认真履行职责，按要求开展核查工作，遵循核查程序，避免违章操作，如有必要有义务为相关单位和个人保守商业秘密。在



核查和监督工作中滥用职权、玩忽职守、弄虚作假、徇私舞弊的，依法对责任人进行处罚、处分。构成犯罪的，依法移交司法机关处理。

## 第八章 附则

**第三十八条** 补贴资金管理费用按有关规定列入年度部门预算安排。

**第三十九条** 本办法由市环保、交通、发展改革、财政部门 and 深圳海事部门负责解释。

**第四十条** 本办法自发布之日起施行，有效期 3 年。

# Interim Measures for Management of Subsidy for Port Power

## Facilities and Marine Low-sulfur Oil in Shenzhen City

(The English version is only for reference, all content are in Chinese version shall prevail)

### Chapter 1 General Rules

**Article 1** These measures are formulated on the basis of *Improvement Plan for Shenzhen Atmospheric Environmental Quality* (Shenzhen People's Government Office [2013] No. 19) and relevant laws and regulations in a bid to strengthen the management of subsidy for port power facilities and marine low-sulfur oil in Shenzhen City, regulate the use of fund and facilitate the promotion of port power and low-sulfur oil.

**Article 2** The subsidy for port power facilities and marine low-sulfur oil here (hereinafter referred to as "the Subsidy") is the fiscal fund approved by municipal government specially aimed at supporting relevant projects of construction and use of port power facilities, as well as the use of port power for ships or conversion to low-sulfur oil (originally the high-sulfur fuel such as heavy oil).

**Article 3** The low-sulfur oil here is the marine fuel with sulfur content no more than 0.5%. Conversion to low-sulfur means that fuel for auxiliary engine and boiler is converted to low-sulfur oil from non-low-sulfur oil during berthing.

**Article 4** The Subsidy here is under comprehensive arrangement as the sub-project of special fund for Shenzhen circular economy and energy conservation & emission reduction, whose use and management shall stick to the "fair, just and open" principle and the management mode of "voluntary application, social publicity, supervision & verification, performance assessment".

### Chapter 2 Duties and Division of Labor

**Article 5** The Subsidy is coordinated and managed by municipal departments of municipal finance, development & reform, environmental protection, transportation, audit & supervision and Shenzhen maritime.

**Article 6** Duties of development & reform department:

- (1) Put forward the annual planning amount of the subsidy of the sub-project in the "total dish" of the annual expenditure plan of special fund for municipal circular economy and energy conservation & emission reduction;
- (2) Responsible for publicity of applied subsidy projects; conduct review of compliance in collaboration with municipal finance department and send down supporting plan for "subsidy project".

**Article 7** Duties of municipal finance department

- (1) Examine and verify annual expenditure plan of subsidy, submit it to the municipal government according to the procedure for review and approve the annual expenditure (structure) plan for subsidy;
- (2) Carry out compliance review and release "the Subsidy" supporting plan to subsidy

projects with municipal development & reform department;

- (3) Take charge of allocating “the Subsidy”;
- (4) Supervise and examine the management and usage of the Subsidy; take charge of carrying out important assessment of performance for the Subsidy;
- (5) Other working matters within responsibility range.

**Article 8** Duties of municipal transport department:

- (1) Compile the specific annual expenditure plan of “the Subsidy”; formulate related matched implementation rules, operating specifications and annual declaration guidance of project capital matching for this measure together with municipal environmental protection department;
- (2) Accept and hear Subsidy application as per annual expenditure plan of “the Subsidy”; organize project acceptance inspection, expert review, subsidy declaration and entrust related institution to carry out special audit;
- (3) Take charge of establishing subsidized enterprise and project file; track and examine the usage implementation condition of the Subsidy;
- (4) Organize and carry out the impact assessment for promotion work of port power and low-sulfur oil to port & shipping industry;
- (5) Guide related enterprise(s) and institution(s) to establish green and environmental protection self-discipline convention of Shenzhen port; organize and launch port & shipping enterprises to join in this convention and sign usage commitment letter of port power and low-sulfur oil;
- (6) Take charge of allocating construction quantity of port & port power; supervise and urge feasibility research of prepared port power construction, project creation, examination & approval of planning & design as well as project construction work for port. Take the lead in organizing the examination & approval work of construction for port power facilities;
- (7) Take charge of carrying out material examination of construction project for port power, port power used by ships and conversion to low-sulphur oil, and assisting the municipal environmental protection department in carrying out supervision and random inspection to port power used by ships and diversion of low-sulphur oil;
- (8) Carry out performance assessment and performance management work of capital in terms of function division;
- (9) Other working matters within responsibility range.

**Article 9** Duties of municipal environmental protection department:

- (1) Assist the municipal transport department in promoting emission reduction work, such as port power used by ships and low-sulphur oil, etc.
- (2) Assist the municipal transport department in carrying out inspection to construction condition of port power facilities for port;
- (3) Organize Shenzhen marine department and municipal transport department to carry out supervision and random inspection to port power used by ships and conversion condition of low-sulphur oil;
- (4) Organize and carry out environmental performance assessment of the project, and put forward modification opinions to policies.

**Article 10** Duties of municipal auditing department:



Carry out performance auditing to using condition of “the Subsidy” and realizing condition of performance goal.

**Article 11** Duties of municipal monitoring department:

Monitor management activities of expenditure for “the Subsidy” and investigate units and individuals breaking laws and regulations.

**Article 12** Duties of Shenzhen marine department:

(1) Cooperate municipal transport department to launch shipping enterprises to join in green and environmental protection self-discipline convention of Shenzhen port, and sign usage commitment letter of port power and low-sulfur oil;

(2) Assist municipal environmental protection department and municipal transport department in carrying out supervision and random inspection to port power used by ships and conversion condition of low-sulphur oil;

**Article 13** Duties of using unit for “the Subsidy”:

(1) Provide application materials relating to subsidy truthfully;

(2) Use the Subsidy as per regulations; a fixed sum is for a fixed purpose;

(3) Provide the report and related materials of project’s implementation condition as per requirements; accept the supervision, inspection or acceptance check of related department(s);

(4) Carry out financial management and financial accounting to the Subsidy; accept the supervision, inspection or acceptance check of related department(s).

### **Chapter 3 Application Scope of “the Subsidy”**

**Article 14** The supporting objects for “the Subsidy” are port enterprises carrying out facilities construction of port power and providing usage of port power within Shenzhen Administrative Region, and shipping enterprises using port power or converting to low-sulphur oil during berthing period of ships.

**Article 15** “The Subsidy” is mainly used for supporting facilities construction of port power, port power used by ships and conversion to low-sulphur oil and other related projects in Shenzhen, including:

(1) Construction and usage of port power facilities for ports;

(2) Port power used by berthing ships or conversion to low-sulphur oil;

(3) Other related projects approved by government.

**Article 16** The Subsidy shall not provided for the following conditions:

(1) Projects ever enjoying related municipal financial subsidy;

(2) Projects under construction without acceptance check;

(3) Projects or activities irrelevant to port power construction of ports, port power used by ships or conversion to low-sulphur oil, etc.

### **Chapter 4 Subsidy Standard and Method**

**Article 17** “The Subsidy” adopts unpaid subsidy and is mainly used for subsidizing facilities construction of port powder for ports, supporting demand fee of power supply for port power facilities of ports and encouraging shipping enterprises to use port power

or convert to low-sulphur oil.

**Article 18** Standard of unpaid subsidy:

(1) Facilities construction of port power for ports: subsidize completed port power facilities passing acceptance & checking for port as per no more than 30% cost of project implementation;

(2) Port power used by ships: port enterprises settle electric charge as per RMB 0.7 Yuan per kilowatt hour with ships using port power during berthing period. Provide subsidy in full amount for price difference between electric charge cost for port power of port enterprises and the above-mentioned settlement prices; furthermore, provide price subsidy with no more than 10% of electric charge cost according to maintenance cost of port power facilities additionally. The Subsidy is separately formulated by the leading of municipal transport department.

Provide annual subsidy in full amount for demand fee of power supply for port power facilities of port enterprises.

(3) Conversion to low-sulphur oil for ships: depending on different oil quality, ships converting to low-sulphur oil during berthing period shall be subsidized according to principle of cost difference between low-sulphur oil and heavy oil of 75% to 100%. (The price difference data between low-sulphur oil and heavy oil is subject to monthly average price difference between heavy oil (IFO380) and low-sulphur oil (MGO/MDO/LSMGO) in Singapore). Implementing standard of the Subsidy and measuring standard of oil consumption during ships' berthing is separately formulated by the leading of transport department.

## **Chapter 5 Declaration and Approval of Subsidy**

**Article 19** Declaration process of subsidy for port power facilities is as follows:

(1) Port enterprises provide annual related materials of "Application form for projects of the Subsidy", feasibility study of project, designing scheme and contracts as well as other materials required to be submitted by higher competent departments;

(2) The municipal transport department organizes related departments and experts to carry out on-site inspection, review and acceptance to declaration projects, issue examination opinions relating to subsidy and send the subsidy opinion to municipal development and reform department after completing project construction. The municipal department and reform department shall issue supporting plan of "the Subsidy" together with municipal finance department after publicizing planned subsidy projects.

(3) The commitment letter of port power usage shall be signed by municipal transport department and port enterprises for projects passing application auditing of subsidy. The commitment letter should be signed by legal representatives of enterprises and officially sealed.

The application enterprises should make the following promises:

1. Guarantee that all application materials provided are true and valid.
2. Guarantee the integrity percentage of port power facilities and they can be used for port power from time to time.



(4) The municipal finance department allocates related subsidy according to issued supporting plan file of “the Subsidy”.

**Article 20** Declaration process for demand fee subsidy of power supply is as follows:

(1) Port enterprises annually submit “Application form of demand fee’s subsidy for power supply”, related evidentiary materials for demand fee’s payment of power supply and other materials required to be submitted by higher competent departments to municipal transport and communication committee;

(2) The municipal transport department organizes related experts to carry out inspection and auditing to materials, issue related subsidy opinions and send the subsidy opinion to municipal development and reform department. The municipal department and reform department shall issue supporting plan of “the Subsidy” together with municipal finance department after publicizing.

(3) The municipal finance department allocates related subsidy according to issued supporting plan file of “the Subsidy”.

**Article 21** Declaration process of usage subsidy for port power of ships is as follows:

(1) Shipping enterprises with participating intention of port power’s usage should apply to join in green convention of Shenzhen port to municipal transport department or its entrusted third party institution, and sign annual commitment letter of port power’s usage with following promises:

1. Ships with using condition of port power for enterprises should apply to use power supply of port power and submit ship’s registration list during berthing periods at Shenzhen port all the while;

2. Related ships should begin the accessing procedure of port power within one hour by coordinating with the port after berthing at Shenzhen water at each time;

(2) Shipping enterprises having signed commitment letter of port power usage should provide the following materials to port enterprises monthly:

1. Shipping enterprises or their agents should submit related ship’s arrival plans and corresponding declaration of port power usage for ship number of next month in advance to port enterprises. If the usage plan of port power for some ship is changed temporarily, port enterprises should be informed in written form at least 24 hours before arrival of related ship;

2. Payment voucher of electric charge and usage information of port power for corresponding ship number confirmed by shipping enterprises;

3. Copy of certification for engine room log displaying usage condition of port power for ships with signature of ship party and ship seal;

(3) Port enterprises should quarterly settle and count electric charge vouchers issued by power supply company, related materials of port power usage provided by corresponding shipping enterprises and final settlements of electric charge for ships, and submit them to municipal transport department together with “Application form of electric charge subsidy of port power”;

(4) The municipal transport department issues related subsidy opinions after carrying out auditing to materials submitted by enterprises, and send the subsidy opinion to municipal development and reform department. The municipal department and reform department shall issue supporting plan of “the Subsidy” together with municipal finance



department after publicizing.

(5) The municipal finance department allocates related subsidy capital according to issued supporting plan file of “the Subsidy”.

**Article 22** Declaration process of subsidy for conversion to low-sulphur oil of ships is as follows:

(1) Shipping enterprises with participating intention of low-sulphur oil’s usage should apply to join in green convention of Shenzhen port to municipal transport department or its entrusted third party institution, and sign annual commitment letter of low-sulphur oil’s usage with following promises:

1. Ships with using condition low-sulphur oil for enterprises should convert to low-sulphur oil and submit ship’s registration list as well as copy of ship’s registration certification during each berthing period at Shenzhen port;
2. Related ships must convert to low-sulphur oil during each berthing at Shenzhen water and can convert to heavy oil after leaving the berth;
3. The municipal transport department or its entrusted third party institution should be informed in written form at least 24 hours before arrival of related ship provided that the ship cannot convert to low-sulphur oil for special condition. The annual proportion of this ship number shall not be larger than 5% of ship number for conversion to low-sulphur oil of this shipping enterprise.

(2) Shipping enterprises having signed commitment letter of low-sulphur oil usage should provide following materials to municipal transport department or its entrusted third party institution monthly:

1. “Application form of subsidy for oil conversion at berthing” displaying ship’s berthing and offshoring & conversion time submitted by shipping enterprises;
2. Copy of certification for engine room log displaying usage condition of conversion to low-sulphur oil for ships with signature of ship party and ship seal as well as copy of certification for oil record book;

(3) The municipal transport department carries out auditing to related materials submitted by enterprises on a quarterly basis;

(4) The municipal transport department issues related subsidy opinions according to auditing result and sends the subsidy opinion to municipal development and reform department. The municipal department and reform department shall issue supporting plan of “the Subsidy” together with municipal finance department after publicizing.

(5) The municipal finance department allocates related subsidy according to issued supporting plan file of “the Subsidy”.

**Article 23** The expenditure subsidy determined and worked by the third party institution shall be allocated by related municipal departments as per stipulated process of government procurement.

## **Chapter 6 Inspection and Supervision of the Project**

**Article 24** Construction project inspection of port power facilities for port:

The municipal transport department or its entrusted third party institution is responsible for carry outing inspection to construction progress and technical index of project

during construction period and after completing construction of the project.

**Article 25** Inspection of usage condition for port power facilities of ship:

(1) Taking shipping enterprises as units, carry out auditing and identification to related evidentiary materials of statement of port power, electric charge vouchers and copy of engine room log submitted by berthing ship's application for usage subsidy of port power;

(2) Carry out auditing and identification to electric charge vouchers, final statements of various ship numbers and subsidy application provided by port enterprise and issued by power supply company;

(3) Carry out random inspection to ships using port power facilities; go on board and inspect its usage condition of port power and usage evidentiary materials of port power;

(4) The municipal transport department is responsible for organizing and carrying out materials inspection; the municipal environmental protection department is responsible for organizing and carrying out random inspection with assistance of Shenzhen marine department and municipal transport department.

**Article 26** Inspection of usage condition for low-sulphur oil of ship:

(1) Taking shipping enterprises as units, carry out auditing and identification to materials of subsidy application for berthing conversion, copy of oil record book, copy of engine room log recording time and date of oil conversion program submitted by subsidy application;

(2) Carry out random inspection to usage condition of low-sulphur oil for berthing ships; go on board and inspect its conversion & usage condition of low-sulphur oil as well as evidentiary materials (including delivery note of low-sulphur oil, oil record book and engine room log recording time and date of oil conversion program) relating to low-sulphur oil conversion; furthermore, carry out inspection by selecting fuel sample and issue inspection report;

(3) The municipal transport department is responsible for organizing and carrying out materials inspection; the municipal environmental protection department is responsible for organizing and carrying out random inspection with the assistance of Shenzhen marine department and municipal transport department.

## **Chapter 7 Supervision, Management and Responsibility**

**Article 27** As for subsidy, a fixed sum is for a fixed purpose with strict management. The municipal finance department and municipal monitoring and auditing department are responsible for carrying out monitoring and auditing to usage condition of capital.

**Article 28** The enterprise applying for subsidy is responsible for authenticity of submitted materials and should guarantee that materials issued are true and valid. If there is some false representation, concealed information and false information in materials submitted by the enterprise, the enterprise shall be pursued for corresponding financial subsidy, shall not apply for this subsidy within three years and shall be publicized at websites of related departments. The person with suspected crime shall be transferred to judicial office to deal with.



**Article 29** If the ship is found not using port power or converting to low-sulphur oil as per the declaration during supervision and inspection, the corresponding or shipping enterprise shall be pursued for all financial subsidy of last quarter and publicized at websites of related departments.

**Article 30** Port enterprises and the third party institution should carry out collection and submitting work of materials honestly; the enterprise's own behaviors should be regulated strictly; avoid the phenomenon of achieving subsidy with cheat by cooperating with shipping enterprise by observing disciplines and obeying laws. They shall be disposed related provisions of "Port Operation & Management Regulations" for any improper behavior and publicized at websites of related departments. The person with suspected crime shall be transferred to judicial office to deal with.

**Article 31** No enterprise or individual shall refuse inspection (including refusing to provide related materials) for security and other reasons within inspection scope, or the application qualification of subsidy shall be cancelled and publicized. Related materials provided by them should be true and valid. The enterprise or individual with suspected crime (achieving subsidy by falsification) shall be transferred to judicial office to deal with.

**Article 32** The municipal transport department should carry out inspection to implementation condition of subsidy project; the inspection result acts as the basis for related enterprise to reapply for subsidy.

**Article 33** The municipal auditing department carries out annual performance auditing to realizing condition of usage condition and performance goal for subsidy, and accepts the monitoring of monitoring department.

**Article 34** If the unit using subsidy violates regulations of the measure, the municipal transport department shall circulate a notice of criticism to it; it shall be required to return subsidy according to different conditions; the serious circumstance shall be transferred to related department to be pursued responsibility.

**Article 35** For related administrative staffs of each related department who execute duties illegally or incorrectly, and help application enterprises achieve subsidy by violating financial economic discipline, making false declaration, falsely claiming, holding back, diverting, occupying special capital, or misconducting in office, playing favoritism and committing irregularities, abusing of power in work, the person who is responsible for these behaviors shall be dealt with according to related regulations of "Punishment and discipline rules of illegal behavior in finance" issued by the State Council. The person with suspected crime shall be transferred to judicial office to deal with.

**Article 36** If related person participating in examination, approval and inspection of acceptance inspection of port power project, port power and low-sulfur oil materials abuses of power for personal gain or falsifying facts, the unit of the person shall be notified and the person shall be dealt with according to regulated provisions. The person with suspected crime shall be transferred to judicial office to deal with.

**Article 37** The municipal transport department, environmental protection department and Shenzhen marine department should execute their duties earnestly, carry out inspection work as per requirements, follow inspection procedure and avoid illegal



operation; they are obliged to keep commercial secrets for related unit and individual if necessary. If they abuse of power, misconduct in office, falsify facts or play favoritism and committing irregularities in work, the person who is responsible for these behaviors shall be dealt with punishment and discipline. The case constituting a crime shall be transferred to judicial office to deal with.

### **Chapter 8 Supplementary Articles**

**Article 38** The administrative expense of subsidy is included in annual budget layout in departments as per regulations.

**Article 39** The municipal environmental protection department, municipal transport department, municipal development and reform department, municipal finance department and Shenzhen marine department are responsible for explaining the measure.

**Article 40** The measure goes into effect on the day of promulgation with validity period for 3 years.