

## **PORT MARLBOROUGH OPERATIONAL RULES**

### **Lagoon Rd, Westshore, Longarms 1 and 2, Waitohi Wharf and marshalling areas adjacent to wharves**

This document is subject to change over time.

Rules applicable to: All Port users.

1. Any person accessing Port Marlborough (PM) property must have a valid reason for being on PM property and is required to follow these rules.
2. High visibility clothing must be worn at all times in operational areas.
3. Safety Footwear should be worn at all times in operational areas.
4. All vehicles must observe all normal traffic rules and keep to the 30 km/h speed limit on PM property, unless otherwise signposted.
5. Contractors must contact the PM Manager to advise of the location and nature of their work.
6. Entry to Waitohi Wharf is actively restricted when an international seafaring vessel is alongside. All users/linesmen and visitors must carry suitable photo ID (i.e. NZ Drivers License, Passport or Port Marlborough photo ID) to gain access. Names of visitors must be supplied to the Port Services Centre prior to arrival. Visitors will require a valid reason to gain access to this restricted area.
7. Hard hats must be worn on wharves at all times when berthing / releasing ships.
8. No children under 15 years of age are permitted on the Port area unless as passenger and have a boarding pass.
9. No animals are permitted on Port area, except government operational dogs.
10. No firearms are permitted in the Port area property.
11. Vehicles without tires (e.g. Bulldozers, etc) must put protection down over the pavement to prevent damage
12. Speed limit over link spans = 10 km/h.
13. When vessels are being secured or let go there is to be no machinery activity on the Wharf until the mooring/let go is complete and linesmen have left the area.
14. All staff and contractors with ID issued by Port Marlborough must carry it all times when in the port area.
15. Those directing non-port users, e.g. passengers, customers, are responsible for their safety.
16. Interislander have priority use of marshalling area "K". Strait Shipping have priority use of marshalling area "J". Roadways are to be kept clear of vehicles at all times. (See diagram attached)
17. No parking of vehicles in marshalling areas "K" and "J" except for vehicles parked in designated car parks or vehicles that will be departing on next sailing.

18. Pedestrians are only allowed to pass through areas "K" and "J" by following the walkway marked by the Blue Line, "M". They must follow any instruction given by Ferry Company or Port Marlborough personnel. (See diagram attached)
19. The pedestrian gate by the Interislander Terminal "L" must be kept closed at all times. (See diagram attached)
20. Interislander to have their passenger and commercial vehicles leave the port area via internal access roads at peak periods to minimize congestion down Lagoon Road.
21. No parking of trailer units on Lagoon Road at any time.
22. MAFI trailers must be kept off the passenger vehicle marshalling area and must have timber blocking placed beneath the steel when unhitched.
23. Containers shall be stored in unsealed yards only.
24. Staff car parking must be in designated staff car parks.
25. NZ King Salmon Mort bins are not to be stored down Lagoon Rd at any time.
26. Berms are to be kept clear. Storage of scrap metal, trailers, pallets etc down Lagoon Rd and Westshore is prohibited.
27. No parking on Lagoon Road except in designated parking areas.
28. Only approved trade vehicles may park on Waitohi wharf. All other vehicles to park on punt landing.
29. Ships Masters intending to enter or leave the Operational security Area (that is the waterside area within a 50m radius of the western side of Waitohi Wharf and 50 on the eastern side of No1 Longarm) must advise the Port Services Centre on channel 19.
30. **ACCIDENTS, INCIDENTS & NEAR MISSES:**  
All accidents must be reported to Port Services immediately  
Accident/Incident Forms must be completed. These can be obtained from Port Services (03) 520 3350  
For emergencies, dial 111

**Breach of these rules will result in the following actions, if applicable:**

- (a) **Breaching party liable for costs to rectify damage and / or**
- (b) **Barred from the port area for a nominated period**

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If you require further information:

The Port Services building is operated 24 hours a day, 7 days a week.

Call Picton Harbour Radio, Channel 19; or

Telephone:

(03) 520 3350 (Port Services, 24hrs)

(03) 520 3321 or 021 431 466 (Shipping Operations Manager)

(03) 520 3352 or 021 277 2090 (Port Services Supervisor)

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