

PORT MARLBOROUGH OPERATIONAL RULES

for Shakespeare Bay and Waimahara Wharf

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 obey these rules.
2. High visibility clothing, safety footwear and hard hat must be worn at all times in operational areas.
3. All vehicles must observe all normal traffic rules and keep to the 30 km/h speed limit on PM property, unless otherwise signposted.
4. Only log loaders and log trucks are permitted to use the central Haul Road. All other vehicles must keep to the Loop Road in Shakespeare Bay. (see diagram attached)
5. Vehicles must switch on hazard lights while driving through Shakespeare Bay.
6. Contractors must contact the PM Manager to advise of the location and nature of their work.
7. Entry to Shakespeare Bay 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.
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 pavement to prevent damage.
12. C3 have priority use of the log marshalling area and all port users must be alert to their heavy machinery and operations.
13. Parking of vehicles is limited and restricted to designated car parks. Staff car parking must be in designated staff car parks either within the yard or at the entrance.
14. No large machinery to be parked in a manner that restricts visibility to traffic moving to and from the entrance to Shakespeare Bay.
15. When vessels are being secured or released there is to be no machinery activity on the wharf until the mooring/let go is complete and Port Marlborough staff have left the area.
16. The yellow painted pedestrian walkway from the amenities building to the ship's gangway is to be kept clear at all times.

17. Ships Masters intending to enter or leave the Operational security Area (that is the waterside area within a 50m radius of Waimahara Wharf) must advise the Port Services Centre on channel 19. (see diagram attached)
 18. **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
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Fumigation

1. Fumigation of export commodities with Methyl Bromide may take place at Shakespeare Bay by Approved handlers. The approved handler must ensure that all affected personnel are aware if and when fumigation is taking place and that a safe distance between people and the fumigation area is maintained.
 2. All staff working in Shakespeare Bay need to be aware that during fumigation buffer zones will be in place around the fumigation site and that entry into these buffer zones will be limited to authorized personal only. The buffer zones are:
 - a. At application of fumigant 20m from fumigation site.
 - b. While under fumigation 10m from fumigation site.
 - c. At venting (Fumigant release) All of Shakespeare Bay Restricted Area.NB For small fumigations, such as one container, the buffer area may be reduced, persons in the area will be informed of any change prior to venting.
 3. The buffer zone will be defined by cones, ropes or by other means to clearly define the area.
 4. The approved handler will give the "All Clear" at completion of the venting and that the area is safe and meets workplace exposure standards.
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Breach of these operational 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)

