

Vehicle Traffic Management

Port Notice

PN/015

Work Safe. Live Safe.

Version Control

VERSION	DATE	POSITION	NAME	REASON
0.1	15/10/12	WH&SM		Initial Version
0.2	12/12/12	GMLO		Draft consultation with DPC Safety Committee
0.3	12/12/12	GMLO		Draft release to perm Port Users
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1.1	01/06/15	WH&SM		Removal of Fishermans, FBMB and SHW and update to some terminology. Add vehicle security searches.
2.0	01/08/15	CEO		Approved
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2.2	01/03/16	GMCS		QA Review
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3.1	21/02/19	DOM		Periodic review & update
3.2	12/04/19	GMO	Ian Niblock	Cargo and WHS team review
3.3	18/04/19	GMO	Ian Niblock	Add definition of Competent Person
3.4	26/08/19	GML	Sarah-Jane Archdale	Legal Review
3.5	18/05/20	GMO	Ian Niblock	Consolidate comments and updates
3.6	21/05/20	WHS TEAM		Review and update
3.7	18/08/20	GMO	Ian Niblock	QA Review
4.0	28/09/20	CEO	Darren Lambourn	Approval

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1 TITLE

Vehicle Traffic Management Port Notice.

2 REFERENCE LEGISLATION

- *Work Health & Safety (National Uniform Legislation) Act 2011 (NT) (WH&S Act)*
- *Ports Management Act 2015 (NT)*
- *Traffic Act 1987 (NT)*
- *Traffic Regulations 1999 (NT)*
- *Maritime Transport and Offshore Facilities Security Act and Regulations 2003*

3 PREFACE

This Darwin Port (DP) Traffic Management Port Notice is issued pursuant to Section 57 of the Ports Management Act 2015 (NT).

4 DEFINITIONS

DP means Darwin Port.

General Manager Operations (GMO) means the DP employee appointed as GMO or his assigned deputy during times of absence from work.

Operator means any person in control of or operating a vehicle or plant.

Port User means any or all of Darwin Port's employee's, agents, representatives, contractors, customers and tenants and all their employees, contractors and any other person holding a valid Port Pass, Visitor Pass or Training Record.

Vehicle means a machine that transports people or cargo on land and includes mobile plant, cars, motorbikes, trucks, buses or coaches, golf carts and gators. For this Port Notice, a vehicle excludes pushbikes, which are prohibited from being ridden within port boundaries.

5 SCOPE

- This Port Notice applies to any movement of a vehicle or plant on East Arm Wharf or Fort Hill Wharf. For the avoidance of doubt, this includes loading and unloading of cargo to and from vessels by any means including the use of mobile harbour cranes.
- Loading livestock to vessel using road trains and cattle races.
- Loading of bulk minerals using road trains to feed the bulk loading system.
- Discharging clinker and slag to trucks via hopper.
- Vehicles and/or plant providing services to vessels (provedores, fuel distributors etc.)
- Cruise ship passenger and associated vehicle movements.
- Train movements by rail at East Arm Wharf.
- Escorted oversize and over mass vehicles.

6 TRAFFIC MANAGEMENT FRAMEWORK

- Vehicles requiring access to the wharf deck for the purpose of loading and or unloading of cargoes or general construction work must only access the wharf in accordance with the Specific Traffic Management Plan (STMP) issued by DP.
- Variable message boards at the entrance to East Arm Wharf and at the truck dump are used to notify operators of bulk loading operations. Note that reverse doubles and triples cross the incoming lane to access the truck dump.
- Vehicle parking spaces are allocated in accordance with the STMP maps. Vehicles shall park in marked parking bays only, unless otherwise approved by a DP Officer.
- Parking on the wharf deck is prohibited.
- Vehicles must only remain in an approved holding area when waiting to load or unload cargo, as specified in the STMP.
- Heavy Vehicles - Oversize or over mass vehicles driving on NT Roads must comply with the maximum dimensional limits and maximum standard mass limits in accordance with *NT Traffic Regulations 1999*. Vehicles exceeding the maximum dimensional limits (over width, height, weight and/or with overhanging loads) must stop before passing through the East Arm Wharf Security Gatehouse to ensure there is adequate clearance and must be accompanied by an Oversize Load Pilot or Escort Operator. NB height restriction at EAW gatehouse is 5 metres.
- The relocation of crawler cranes is subject to temporary traffic management planning. Discussion with the Manager Cargo Operations shall commence not less than 24 hours prior to a proposed crawler crane relocation. Crawler crane relocations shall not occur at peak traffic times, during bulk mineral load outs, during clinker and slag imports and during livestock load outs.
- All movement of plant and equipment, whether carrying a load or not, from or to the EAW General Laydown/Hardstand Area shall be routed through the Transit Shed Yard to minimise traffic impact on the main port access road. If cargo in the transit yard prevents the safe movement of the plant or equipment, the main road may be used after consultation with the Duty Cargo Officer (DCO).

6.1 TEMPORARY TRAFFIC MANAGEMENT PLANS

DP may establish temporary traffic management plans. Where possible, these will be communicated to Port Users in advance of taking effect. In all cases, signage, line markings and properly defined temporary roads (in each case, as applicable) will be established and must be complied with.

Operators or Port Users may request a Temporary Traffic Management Plan be issued by Darwin Port via a written request to the Manager Cargo Operations which must consider the interface with other operations and include a risk assessment identifying how to control any hazards generated as a result of the implementation of the temporary plan. DP may accept or reject such a request in its absolute discretion and may impose any conditions on its approval as it thinks fit.

6.2 IN THE EVENT OF AN EMERGENCY

Where the emergency siren is sounded, all moving vehicles must immediately be parked in a safe location, not blocking access or egress in any way, and must be shut down with the key left in the ignition. Operators must proceed directly to the closest safe muster point. Once approval by DP or Emergency Services is granted, vehicles can be reclaimed.

Only DP vehicles will be used to assist and coordinate an emergency response.

7 OPERATORS

Operators must be competent, licenced as required and fit to operate a vehicle / plant and equipment.

- Operators must comply with all signage, line markings, speed limits and any changes to traffic conditions.
- Operators must ensure vehicle/plant remain on specified roadways unless directed otherwise.
- Vehicle/ plant are not permitted to transit along the wharf deck, unless authorised to do so.
- Vehicle/plant must only proceed through barricaded (fenced) work area once approval to do so has been granted by the operator working the ship (e.g. stevedore).
- It is an offence for any vehicle/plant or persons to enter a Regulated Port Facility carrying or transporting prohibited items such as weapons and weapon replicas. Other prohibited items include alcohol, illegal drugs, domestic pets, and any plant matter. A detailed list of prohibited weapons and items can be found in the *Maritime Transport and Offshore Facilities Security Act and Regulations 2003*.
- All operators entering or exiting DP must ensure all loads are safely positioned on or in a vehicle and be secured by a load restraint system that prevents the load from moving in relation to the vehicle. This is important in preventing injury to people and damage to property. Load restraint requirements are prescribed in the *NT Traffic Regulations 1999 (Regulation 24 & 24A)*.

8 VEHICLE CONDITION

- Operators must ensure all vehicles/plant are registered, maintained and remain road worthy as per applicable statutory and regulatory requirements.
- DP may refuse access to, or require the removal of, any vehicle which is not compliant with regulatory requirements.
- Operators must ensure that vehicles/plant and equipment do not obstruct pedestrian walkways or designated roadways.
- Where required to be fitted by law, seatbelts shall be correctly worn by the vehicle/plant occupants when the vehicle/plant is moving or being operated.
- All vehicle/plant may be subject to security searches on entry to a DP workplace. A vehicle operator who refuses a search will not be permitted entry.
- Servicing or maintaining of vehicle/plant shall only be conducted with DP approval.

9 SPEED LIMITS

- Operators must always adhere to speed limits.
- Hard Stand areas and wharf deck are 20km per hour unless otherwise specified.

10 PENALTIES

Operators of vehicle/plant are to abide by the requirements of this Port Notice. A three (3) offence penalty system is in force to all Port Users including DP employees.

First (1)	Warning letter
Second (2)	Seven (7) day suspension of Driving/Operating Privileges and re-completion of the DP Online Induction
Third (3)	Suspension of Driving/Operating Privileges

- For Port Users – A breach of this PN will result in a letter forwarded to their employer indicating the appropriate offence level.
- For DP employees – A breach of this PN will be treated as a breach of company policy and disciplinary action will apply.

11 FORKLIFTS, MOBILE CRANES AND OTHER PLAN

- Forklifts are to have reversing beepers and flashing beacon operating when in use.
- Where forklift loads obstruct the drivers view, a spotter is to be used when travelling.
- When not in use, Forklifts must park on flat surfaces with load removed.
- Mobile Cranes and other plant shall have yellow/orange flashing beacon fitted and operating when in use on wharf decks.
- Mobile cranes must travel at walking speed and a spotter used, where required an exclusion zone should be established. The size of the exclusion zone should be based on a written risk assessment. Where the exclusion zone requires closure of a pedestrian walkway, approval must be obtained from the DP GMO, and alternate walkways shall be established and maintained.
- The DP Crane lifting and rigging procedure must be observed and read in conjunction with this PN. Ask your workplace contact for a copy.
- A Specialised Permit to Work is required for certain crane operations. Please refer to the Darwin Port website, Permit to Work [Permit to Work System | Darwin Port](#)
- Forklifts, mobile cranes and other plant must not block or hinder the flow of traffic.

12 TRUCKS

- Trucks are to follow all routes provided in the STMP.
- Trucks must only remain in holding bays when waiting to load or unload cargo, as specified in the STMP.
- All trucks used to haul dry bulk product at EAW are to comply with *PN/024 Covering of Trucks Carrying Loose Bulk Material*.
- Delivery or vessel service trucks are to park outside exclusion zones.
- Delivery or vessel service trucks shall have yellow/orange flashing beacons fitted and operating while travelling on the wharf deck.
- Cargo operations using ITVs, flatbed trailers and other trucks are permitted to cross the roadway, adjacent to the EAW Container Yard only when a traffic controller and traffic management is in place. Vehicles travelling along designated roadways have right of way.

13 GENERAL WORK VEHICLES INCLUDING PASSENGER VEHICLES

- Must only use designated roadways.
- Shall have a yellow/orange flashing beacon fitted and operating when travelling on wharf deck.
- Must only park in designated parking bays.

14 PEDESTRIAN ACCESS

- All personnel entering a Darwin Port workplace must comply with the Minimum Safety Expectations. Please refer to [DP HSE Notification - Minimum Safety Expectations](#).
- Pedestrians moving from one area of the workplace to another must do so by using the marked pedestrian walkways where possible.

- Pedestrians are not to walk through exclusion zones unless approved by the operators managing the work area.
- Pedestrians must give way to all vehicle/plant when crossing roads.

15 PUBLIC VEHICLES, TAXI BUSES AND NON-ESSENTIAL VEHICLES

- Must complete the *Public Transport and Visitors Safety and Security Procedures* on entry at the gatehouse.
- Drivers must not leave their vehicle at any time unless to enter an office or when being escorted by a person possessing a valid Port Entry Pass.
- Park only in designated parking areas, unless directed otherwise.
- Must not drive along the wharf deck.

16 DANGEROUS GOODS VEHICLES

- All Dangerous Goods vehicle/plant operators must comply with the requirements of the Dangerous Goods and Cargoes Port Notice, please refer [Danger Goods Port Notice PN/003](#) and applicable dangerous goods legislation.

17 REVIEW STATEMENT

This direction will be reviewed biennially by the Port Management Officer.



DARREN LAMBOURN
Port Operator
Darwin Port
Chief Executive Officer