

# **PORT NOTICE**

## **Vehicle Traffic Management**

### **PN/015**

**OPS-LEG-15**

**General Manager, Operations**

## PREFACE

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

## 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 and includes:

- 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; and
- Escorted oversize and over mass vehicles.

## DEFINITIONS

| Term                                    | Definition   |
|---|--|
| DP                                      | Darwin Port  |
| EAW                                     | East Arm Wharf   |
| FHW                                     | Fort Hill Wharf  |
| <b>General Manager Operations (GMO)</b> | The DP employee appointed as GMO or his assigned deputy during times of absence from work.   |
| <b>Mobile Cranes</b>                    | Includes mobile harbour cranes and crawler cranes  |
| NT                                      | Northern Territory   |
| <b>Operator</b>                         | Any person in control of or operating a vehicle or plant.  |
| <b>Port User</b>                        | Any or all of DP's employee's, agents, representatives, contractors, customers and tenants and all their employees, contractors and any other person holding a valid port pass or visitor ass or any person accessing EAW or FHW.  |
| <b>STMP</b>                             | Specific Traffic Management Plan   |
| <b>Vehicle</b>                          | 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 East Arm Wharf or Fort Hill Wharf. |
| <b>ITV</b>                              | Internal Transfer Vehicle  |

## DIRECTION

### 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 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 must only park in marked parking bays, 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 *Traffic Regulations 1999 (NT)*. Vehicles exceeding the maximum dimensional limits (over width, height, weight and/or with overhanging loads) must stop before passing through the EAW security gatehouse to ensure there is adequate clearance and must be accompanied by an oversize load pilot or escort operator. Port Users should note that the height restriction at EAW gatehouse is 5 metres.
- The relocation of cranes is subject to temporary traffic management planning. Discussion with the DP Wharf & Bulk Materials Superintendent shall commence not less than 24 hours prior to a proposed crane relocation. Crane relocations must not occur at peak traffic times, during bulk mineral load outs, during clinker and slag imports or during livestock load outs.

### 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. Appropriate signage, line markings and properly defined temporary roads (as applicable) will be established for the changed traffic conditions which Port Users must comply with.

Port Users may request that a temporary traffic management plan is issued by DP via a written request to the Wharf & Bulk Materials Superintendent. Such request must consider the interface with other operations and include a risk assessment identifying how to control any hazards resulting from 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.

### 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. Port Users must proceed directly to the closest safe muster point. Once approval by DP or Emergency Services is granted, vehicles can be reclaimed.

## Vehicle operators

- Vehicle operators must be competent, licenced as required and fit to operate their Vehicle.
- Vehicle operators must at all times comply with all signage, line markings, speed limits and any changes to traffic conditions.
- Vehicle operators must not use mobile phones during the operation of a vehicle.
- No Plant, Machinery, Heavy Vehicles or Cranes are to be left on any DP controlled areas unless prior written permission is sought from the DP Wharf & Bulk Materials Superintendent.
- Vehicle operators must ensure their Vehicle remains on specified roadways unless specifically directed otherwise by DP.
- Vehicles are not permitted to transit along the wharf deck, unless authorised to do so by the Wharf & Bulk Materials Superintendent
- Vehicles must only proceed through barricaded (fenced) work areas once approval to do so has been granted by the operator working the ship (e.g., stevedore).
- It is an offence for any Vehicle or Port User to enter a Security Regulated Port Facility carrying or transporting prohibited items such as weapons or 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 Vehicle operators entering or exiting EAW or FHW 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 Regulation 24 and 24A of the *Traffic Regulations 1999 (NT)*.

## Vehicle Condition

- Vehicle operators must ensure their Vehicles are registered, maintained and remains 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 this Port Notice.
- Vehicle operators must ensure that Vehicles do not obstruct pedestrian walkways or designated roadways.
- Where required to be fitted by law, seatbelts must be correctly worn by the Vehicle occupants when the Vehicle is moving or being operated.
- All Vehicles 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 a Vehicle at a DP site shall only be conducted with approval from the DP Wharf & Bulk Materials Superintendent.

## Speed Limits

- Speed limits must be adhered to at all times.
- Hard Stand areas and wharf deck are 20km per hour unless otherwise specified.

## Penalties

Vehicle operators must abide by the requirements of this Port Notice. A three (3) offence penalty system is in force for all Port Users including DP employees.

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|-------------------|--|
| <b>First (1)</b>  | Warning letter   |
| <b>Second (2)</b> | Seven (7) day suspension of access to EAW and FHW and re-completion of the DP online induction |
| <b>Third (3)</b>  | Suspension of Driving/Operating Privileges   |

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

Despite the three-offence penalty system noted above, DP reserves the right to remove persons from its facilities if it is found their actions or anticipated actions may reasonably cause a safety, environment, security or operational incident. A Darwin Port Enforcement Officer may, at any time, confiscate a port pass or certificate.

## Forklifts, Mobile Cranes and Other Plant

- Forklifts must have reversing beepers and flashing beacons operating when in use.
- Where forklift loads obstruct the drivers view, a spotter must be used when travelling.
- When not in use, forklifts must park on flat surfaces with load removed.
- Mobile Cranes and other plant must have yellow/orange flashing beacons fitted and operating when in use on the wharf decks.
- Mobile Cranes must travel at walking speed and a spotter used, and where required an exclusion zone should be established, with the size of the exclusion zone determined by a written risk assessment. Where the exclusion zone requires closure of a pedestrian walkway, approval must be obtained in advance from the DP Senior Manager Landside Operations, and alternate walkways shall be established and maintained.
- The DP crane lifting and rigging Port Notice PN/029 must be observed and read in conjunction with this Port Notice.
- A specialised permit to work is required for crane operations. Port Users must refer to the DP website, Permit to Work System | Darwin Port.
- Forklifts, Mobile Cranes and other plant must not block or hinder the flow of traffic. Alternative measures must be taken to ensure this does not occur. An ITV or flatbed truck should be used to move out of gauge cargo. A spotter should be utilised for cargo moved out of laneway.

## Trucks

- Trucks must 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 must comply with PN/024 Covering of Trucks Carrying Loose Bulk Material. Written Exemption for covering loads can be sought from the DP Wharf & Bulk Materials Superintendent.
- Delivery or vessel service trucks must be parked outside exclusion zones.

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- Delivery or vessel service trucks must 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.

### **General Work Vehicles including Passenger Vehicles**

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

### **Pedestrian Access**

- All personnel entering a DP workplace must comply with the Minimum Safety Expectations available on the DP webpage.
- Pedestrians moving from one area of the workplace to another must do so by using the marked pedestrian walkways.
- Pedestrians must not walk through exclusion zones unless approved by the operators managing the work zone.
- Pedestrians must give way to all Vehicles when crossing roads.

### **Public Vehicles, Taxi buses and non-essential vehicles**

- Public Vehicles must complete the Public Transport and Visitors Safety and Security Procedures document provided 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.
- Vehicles must only park in designated parking areas, unless directed otherwise.
- Vehicles must not enter or drive along the wharf deck.

### **Dangerous Goods Vehicles**

- All Dangerous Goods Vehicle operators must comply with the requirements of the Dangerous Goods and Cargoes Port Notice PN/003 available on the DP website and applicable dangerous goods legislation.

### **REVIEW STATEMENT**

This Port Notice will be reviewed biennially by the Port Management Officer or their delegate.

### **REFERENCES**

- *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*



**PETER DUMMETT**  
**Port Operator**  
**Darwin Port**  
**22 November 2023**