



**Thamesport (London) Limited**  
(Registered in England No. 2191687)  
Isle of Grain, Rochester, Kent ME3 0EP  
United Kingdom  
Tel: +44 (0)1634 271511  
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## **INSTRUCTIONS FOR DRIVERS WORKING AT THAMESPORT**

Welcome to Thamesport. The following instructions are designed to assist you in working safely on the Terminal – please read them carefully. Your safety is important to us.

1. When on the Terminal, please remain vigilant at all times.

2. Personal Protective Equipment (PPE) – i.e. safety helmet (hard hat), safety footwear and a hi-visibility vest or jacket – should be worn when you are on the Terminal and outside your vehicle, at all times. With effect from Monday 22<sup>nd</sup> October 2007, this will become a **mandatory** requirement.

**Note:** Drivers who fail to comply with this mandatory requirement will not be allowed access to the Terminal.

3. After first booking in at 'Drivers' Reception', you should return to your vehicle and await the call forward, which is indicated by the 'sounding' of the pager that you have been issued with. Your vehicle registration will also be displayed on the callboards around the waiting area.

4. Stop at the 'IN' gate barrier. Place the pager in the slot indicated. Follow the instructions on the visual display. After inspection of your vehicle, a printed ticket will emerge from the slot under the display. Removing the ticket will raise the barrier. Remember to retain your pager – it is required by you for the process of departing the Terminal.

**Note:** Security staff have the right to stop and search you or/and your vehicle at any time whilst in the Port.

5. **DRIVE ON THE RIGHT**, proceeding to the container stack exchange bay as indicated on your ticket (A, B, C, etc.). Reverse into any available lane, parking with your front wheels on the white line. Then, switch off your engine before alighting from your vehicle to release the twist-locks.

**Note:** Remember to wear your PPE.

6. Walk to the 'card reader unit' for your stack, which you will find located adjacent to either lane 1 or lane 4. For your safety, please keep to the marked walkways and be aware of other vehicles that may be manoeuvring in the vicinity. Place your card over the card reader. Follow the instructions as displayed on the screen.

**Note:** In registering the pager, you are also acknowledging to the Port that all of your twist-locks are free and the container is safe to lift.

7. When the message "*Please await arrival of crane*" is displayed, your request has been processed and your 'job' has been accepted and placed in the crane task queue. Return to your vehicle and remain in your cab until your vehicle is about to be serviced. At this time, you **must** alight from your vehicle once again and stand in front of the cab, where the Roadside Operative can see you. Remain vigilant at all times.

8. **FOR YOUR SAFETY, YOU MUST NOT REMAIN IN THE VEHICLE CAB WHILST THE VEHICLE IS BEING LOADED OR UNLOADED.** If you choose to remain in the vehicle - we may not service your vehicle.

**Note:** Drivers are not permitted access to the main Container Storage Area (stacks).

9. When the exchange of your container has been completed by the Roadside Operative, it is safe to return to your vehicle and secure your load.

**Note:** Drivers should lock their trailer twist-locks after the loading of the containers is completed – indicated by the crane spreader releasing and being raised away from the container.

Thereafter, please exit the container transfer area carefully. Proceed with your vehicle to the Terminal gatehouse.

10. If you require containers to be turned around, please inform the Roadside Operative, who will lend assistance.

11. Upon reaching the gate complex, prior to your departure, stop at the 'OUT' gate barrier. Insert the pager into the chute provided. A final security inspection will be completed, whereupon the barrier will be raised. You are then free to leave the Terminal on the Port exit road, to the A228.

**Note:** Remember that standard highway regulations apply.

**Drive safely and thank you for your co-operation.**



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## SAFETY GUIDE - FOR USE BY ALL DRIVERS WORKING AT THAMESPORT

This notice is published for your safety whilst you are on the Thamesport Terminal site. Your full co-operation is required.

- Drivers should be aware of their obligations under the following:

'DOCKS REGULATIONS 1988'

'DANGEROUS SUBSTANCES IN HARBOUR AREA REGULATIONS 1987'

and, other regulations, as enacted.

- When on the Terminal, ALL traffic must drive on the RIGHT-HAND SIDE of the roads on the Terminal – unless directed to do otherwise.
- Drivers are not permitted to carry any passengers in to the Terminal. Any pets and/or guard animals must be kept under control and, under no circumstances should they be allowed to leave the driver's cab.
- Personal Protective Equipment (PPE) – i.e. safety helmet (hard hat), safety footwear and a hi-visibility vest or jacket – should be worn when you are on the Terminal and outside your vehicle, at all times. With effect from Monday 22<sup>nd</sup> October 2007, this will become a **mandatory** requirement.
- In the interests of the safety of all, drivers should pay attention to the driving conditions on the Terminal. As such, the use of mobile telephones (or similar devices) whilst driving on the Terminal is prohibited. It is not considered safe to use a mobile telephone whilst on the Terminal.
- Please drive with caution and do not exceed the speed limit of **20 mph**. You are required to comply with any/all instructions as provided by road signs and/or Terminal staff.  
**Note:** Under the regulations of the International Ship and Port Facilities Security Code, Thamesport Terminal security staff are empowered to detain and/or remove offenders.
- The Terminal operates automatic handling equipment. For your continued safety, your compliance with all of the above is MANDATORY.

**Should you have any questions or comments to make about the safe use of Thamesport, please speak with a member of staff in Drivers' Reception.**