

**WELCOME TO SOUTH PORT**

- If you are a visitor to South Port, always stay with your Port Contact
- For access to operational areas, report directly to the Supervisor's Office. Sign in and complete the relevant induction
- Photo ID must be carried at all times
- Wear the appropriate and required Personal Protective Equipment (PPE). The minimum requirement is high-viz and safety footwear in operational areas
- A hard hat is required in areas where overhead hazards exist
- Safety Glasses are recommended on windy days and in dusty locations



**GENERAL SITE RULES**

- Maximum speed of 30 KMH or 15 KMH where signposted
- Maximum speed on Berths is 15 KMH
- All permanent and temporary signage must be obeyed
- Always give way to the train
- Authorised personnel only permitted to be in the vicinity of a working vessel and into operational areas
- Headlights or flashing roof light must be used at all times
- Always wear your seat belt
- Park in designated car parks only
- Cell phone usage is not permitted while driving unless it is hands free
- Only authorised personnel permitted to drive or operate any vehicle or machinery on site
- Report any uncontrolled hazards/risks and near misses
- Be careful in extreme weather conditions, including high winds



**THREE STRIKES POLICY**

South Port has a three strikes policy for any traffic infringement on the Port, obey the signs

**CAMERA SURVEILLANCE**

South Port is under 24/7 video camera surveillance, footage will be reviewed if an accident or incident occurs on site



**SOUTH PORT CRITICAL RISK CONTROLS**



- Be aware of mobile plant on site eg, top lifters, reach stackers, trucks, forklifts and the train, stay clear of working machines
- Keep out of crush zones
- Pedestrians, stick to designated walkways and use man doors
- Use correct working at heights equipment
- Heights permit must be completed
- Working at heights training completed
- Stay clear of overhead loads
- Ensure stacked product is secure
- Lifting plan must be completed before lifting operations
- Wear a personal flotation device when working on or near water
- Identify where lifebuoys and ladders are located
- Diving Permit must be completed prior to diving operations
- Stay clear from shipping snap back zones
- Follow the lockout tagout system
- Do not operate machines without safety guarding
- Wear correct PPE when working with hazardous substances
- Read and follow the Safety Data Sheets prior to use
- Store chemicals in safe, secure locations

**PERMITS**

Any permit work completed on site must accompany the relevant documentation. Permitted work includes any work at heights, confined space, excavation, hot work, lifting/hiab and diving

**MEDICAL AND FIRST AID**

All incidents and injuries must be reported immediately. Defibrillators are located around the site, refer to the site map for their locations



**SAFETY & SECURITY GUIDE**



#### IN THE EVENT OF A DEPARTMENT EMERGENCY

- In the unlikely event of a department evacuation, the departmental alarm will sound
- Evacuate to the assembly area and follow the directions of the department Supervisor

**DO NOT LEAVE THE ASSEMBLY POINT AREA until you are given the all-clear**

#### EMERGENCY PHONE NUMBERS

**Police, Fire or Ambulance: 1-111**  
**Port Security: 03 212 7828**

#### IN THE EVENT OF A SITE EMERGENCY

- In the unlikely event of a site evacuation, the site siren (air-raid) will sound
- Evacuate to the assembly area in the Maritime Museum carpark and follow the directions of the Site Manager

**DO NOT LEAVE THE ASSEMBLY AREA until you are given the all-clear**