

COMPANY TRAFFIC RULES (CTR)

HUTCHISON PORTS BELGIUM



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1 INTRODUCTION

1.1 HUTCHISON PORTS BELGIUM COMPANY TRAFFIC RULES

Hutchison Ports Belgium has decided to draw up a set of traffic rules specifically for the company (hereinafter called CTR) to ensure that the traffic at Hutchison Ports Belgium terminal is well organised. These traffic rules are based on the Belgian traffic regulations. These CTR contains the traffic procedures such as apply to the terminal of Hutchison Ports Belgium.

In addition, traffic signalling, based on the CTR and the Belgian traffic regulations, will be installed at the terminal. The instructions issued by the signalling must be followed, pursuant to the aforementioned Belgian traffic regulations.

Obviously, all road users remain responsible for taking measures where relevant if they deem those measures necessary for avoiding accidents.

1.2 SCOPE

The Hutchison Ports Belgium terminal is closed off from the public by fencing; the terminal is accessible via the barriers. These CTR apply to all persons who enters the Hutchison Ports Belgium terminal.

In addition to the CTR, all persons must observe the other (safety) regulations that apply to the Hutchison Ports Belgium terminal.

Furthermore, the relevant applicable provisions of the employment contracts and the Hutchison Ports Belgium working regulations apply in full to the employees.

1.3 CHANGES

The safety coordinator is the CTR administrator. Changes to the rules will be implemented after consulting the management and the safety coordinator. The most recent and applicable version will always be available on paper.

1.4 OBSERVANCE

Instructions, orders, prohibitions and warnings (announced on signs, etc. issued by the competent officer should be followed.

1.5 DRIVER'S LICENCE/DRIVING SKILLS CERTIFICATES

Drivers of a vehicle (with a registration or otherwise) must be 18 years of age or older and must have a valid driver's licence and/or a driving skills certificate.

1.6 DEPARTURES FROM THE CTR

In exceptional circumstances, the operational supervisor may decide to make departures from specific traffic rules as laid down in Chapter 4. In such cases, the operational supervisor should ensure that a procedure is used that guarantees at least the same level of safety as described in those specific traffic rules. Departures and the corresponding (temporary) procedure should be reported in writing to the terminal supervisor and the safety coordinator.

2 DEFINITIONS

2.1 OPERATIONAL AREAS

FLAT-CONTAINER AREA

A separate area in which cargo is handled that, in terms of shape, size and/or weight, deviates from standard containers.

OPERATIONAL QUAY AREA

The area that is exclusively designated for operational traffic that delivers and hands over containers under the crane.

STACK

A large part of the terminal is used for the storage and transport of containers.

The stack consists of:

- **Empty-stack** A separate area in which empty containers are stacked or stored by a reach stacker or empty handler at pre-assigned places.
- **Inspection buffer** A marshalling area where containers that are to be inspected by third parties are stacked.
- **Lane** The route outside the stacking areas – but within the stack – that the traffic uses to transport containers.
- **Special stack** A separate area in which non-standard containers are handled.
- **Stacking area for containers** A separate section in which containers are placed.
- **Street** A road or route in the stacking area that is used to stack containers.

2.2 TRAFFIC

COMPANY TRAFFIC

Operational, staffed traffic intended for moving containers.

NON-COMPANY TRAFFIC

Vehicles driven by third parties and the other vehicles driven by employees that are not company traffic.

2.3 COMPANY VEHICLES AND CRANES

EMPTY HANDLER

Lifting equipment fitted with a top spreader and used for moving and stacking empty containers and loading and unloading empty containers onto a chassis.

FORKLIFT TRUCK

Lifting equipment with forks for lifting cargo vertically.

REACH STACKER

Hoisting equipment fitted with a top spreader and used for moving and stacking loaded containers, loading and unloading loaded containers and loading and unloading other cargo.

MOBILE DOCKYARD CRANE

A mobile dockyard crane on the water-side of the terminal, suitable for loading/unloading ships moored to the quay.

2.4 PERSONS

UNAUTHORISED PERSONS

- An employee who is in the operational area without permission or without his/her job requiring him/her to be there.
- Non-employee/third party who is in the operational area without permission.

OPERATIONAL SUPERVISOR

An employee in a managerial position. The tasks that the terminal supervisor, safety coordinator and team managers are assigned within the context of these CTR are delegated to the employees who direct the operation.

ROAD USER

Every person who engages in the traffic at the Hutchison Ports Belgium terminal.

COMPETENT OFFICER

The safety coordinator and managerial staff from the level of the supervisors/team managers up are always entitled to issues changes, orders and prohibitions to all road users.

3 GENERAL TRAFFIC RULES FOR ROAD USERS AT THE HUTCHISON PORTS BELGIUM TERMINAL

3.1 UNAUTHORISED PERSONS IN AN OPERATIONAL AREA

The operational supervisor must grant permission to an unauthorised person if that person needs to enter an operational area. An unauthorised person must report to the operational supervisor before entering and on leaving the area. An unauthorised person who enters an operational area after being granted permission must have a flashing orange lamp or proceed under escort.

If an unauthorised person is seen without a flashing lamp or an escort, the operational supervisor must be notified immediately, and all vehicles should be brought to a standstill on the spot.

3.2 DANGEROUS DRIVING

Acting in such a way that dangerous situations arises, or could arise, on the road or an obstruction is caused, or could be caused, to the traffic on the road is prohibited.

3.3 CAUSING AN ACCIDENT

Acting in such a way that, due to a driver's fault, an accident occurs, causing another person to be killed or causing such serious bodily harm to a person that that person temporarily suffers ill health or is prevented from performing his or her normal activities is prohibited.

3.4 FAILING TO STOP AFTER AN ACCIDENT AND/OR DAMAGE

Leaving the site of an accident after being involved in a traffic accident or after acts that cause a traffic accident is prohibited.

3.5 (CAR) SEATBELTS

Both drivers of operational vehicles and drivers of non-operational vehicles and their passengers must use the (car) seatbelts at their disposal.

3.6 HANDHELD TRANSCEIVERS AND MOBILE DEVICES

Holding a hand-held transceiver and/or a mobile telephone while driving a vehicle is prohibited.

3.7 CONSUMPTION OF ALCOHOL, DRUGS AND/OR MIND-EXPANDING SUBSTANCES

With respect to the consumption of alcohol, drugs and/or mind-expanding substances, the following prohibitory stipulation applies to road users, employers, visitors and third parties:

- Being under the influence of, consuming during working hours, having in possession and/or transporting alcoholic beverages is prohibited.
- Being under the influence of, consuming during working hours, having in possession and/or transporting drugs and/or mind-expanding substances is prohibited.

3.8 SPEED AND OVERTAKING

- At the terminal, the speed limit throughout the terminal is 20 km per hour. The speed limits are indicated on mandatory signs.
- A ban on overtaking applies to all roads. However, stationary objects and traffic moving at speeds of under 10 km per hour may be overtaken.
- If mandatory signs indicate a different speed during work or other exceptional circumstances, that speed replaces the normal speed limit.

3.9 PRIORITY

- Traffic approaching a junction with a road of the same classification must give way to traffic coming from the right.
- Traffic pulling out of a stationary position must give way to all other traffic.
- Traffic continuing straight ahead on the same road has priority unless traffic approaches from the right. When continuing straight ahead, keep as close to the (imaginary) axle of the road as possible.
- Traffic on the left side of the road must always give way to the oncoming traffic.
- The reach stackers always have priority over all other traffic.

3.10 EXITS, CROSSROADS AND LANES

- Exits and crossroads must always be kept clear.
- The traffic must keep to the right unless otherwise instructed.
- Traffic turning off must always indicate.

3.11 LIGHTS

- Vehicles engaged in the traffic at the terminal must always have the lights switched on or drive with a dimmed head lights.
- Company vehicles must have flashing orange lights if they are in the operational area.
- Vehicles belonging to external emergency services (with flashing blue lights and pluritone acoustic signals) have priority over the other traffic, including other vehicles with flashing lights.

3.12 PARKING

- Parking next to the (office) buildings is only permitted in the designated parking spaces.
- On the quay, any parked traffic is only permitted in front of the bow of a vessel or behind the stern. Exceptions are only possible with permission of the operational supervisor.
- Any vehicle that is parked must have its engine switched off. Unnecessarily running the motor of a stationary vehicle is prohibited.

3.13 DRIVING UNDER A CARGO

Driving under a cargo or being under a cargo is prohibited.

3.14 TRAFFIC ON THE QUAY AND WORK ON THE QUAY

- The quay may only be used by access traffic for the ships/cranes.
- Masters may not load and/or unload any private cars and/or other cargo without the operational supervisor's permission.
- Placing, or leaving behind, any materials, goods, equipment, vehicles and/or other items outside the designated areas is prohibited.
- In the event of a breakdown and/or unforeseen circumstances, the operational supervisor, or the appointed person, must be contacted immediately.

3.15 SPECIAL LOADS

Special loads may only be driven under the crane under escort of the terminal supervisor, the safety coordinator and the team managers via the operational quay area.

4 TRAFFIC RULES FOR REACHSTACKERS/ EMPTY HANDLERS

4.1 GENERAL TRAFFIC RULES IN THE WORK AREA

- Reach stackers/empty handlers have priority over all other traffic in the work area, which consists of the empty stack, the special stack and the flat-container area.
- A reach stacker/empty handler leaving a stacking area must give way to the other reach stackers/empty handlers who want to pass.
- A reach stacker/empty handler with a cargo in the spreader always has priority over a reach stacker/empty handler without a cargo, even if the latter is driving in reverse.

4.2 TRAFFIC RULES FOR LEAVING THE WORK AREA

- a) A reach stacker/empty handler may leave his or her work area without an escort to go to another location, if the following conditions are met:
- There is no cargo in the spreader;
 - The spreader is retracted to 20';
 - No lifting equipment is being transported (such as pulley chains, etc.);
 - The reach stacker will not drive under the cranes;
- b) If those conditions cannot be met, it is necessary to use an escort with flashing lights.

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