



PORTLAND PORT
UK

Health and Safety Port Induction



Welcome

Portland Port extends a warm welcome to you for the period of your stay.

You will be aware that **ports can be potentially hazardous areas.**

The following information and guidance is aimed at keeping you,
your staff and your visitors safe.

On arrival, please report to Reception.

Our pledge

In the conduct of our business, we shall:

- ✓ Pursue the goal of no harm to people
- ✓ Endeavour to prevent environmental pollution
- ✓ Control all foreseeable health, safety and environmental hazards to ensure risks of harm are as low as reasonably practicable
- ✓ Manage health, safety and environmental matters as any other business-critical activity

Your duty

All contractors and visitors have a duty to:

- ✓ Co-operate with those responsible for health and safety matters
- ✓ Report all health and safety concerns to an appropriate person
 - ✓ Take reasonable care of their own health and safety
 - ✓ Avoid interference with anything provided to safeguard their health and safety



Safety rules

- 1 Observe normal traffic regulations and park in the marked parking areas.



- 2 Observe the 20 miles per hour speed limit which applies to the entire port estate (≈ 32 km/h).



- 3** On jetties and piers, the speed limit is 5 miles per hour (\approx 8 km/h).



- 4** Strictly no cycling on jetties and piers.



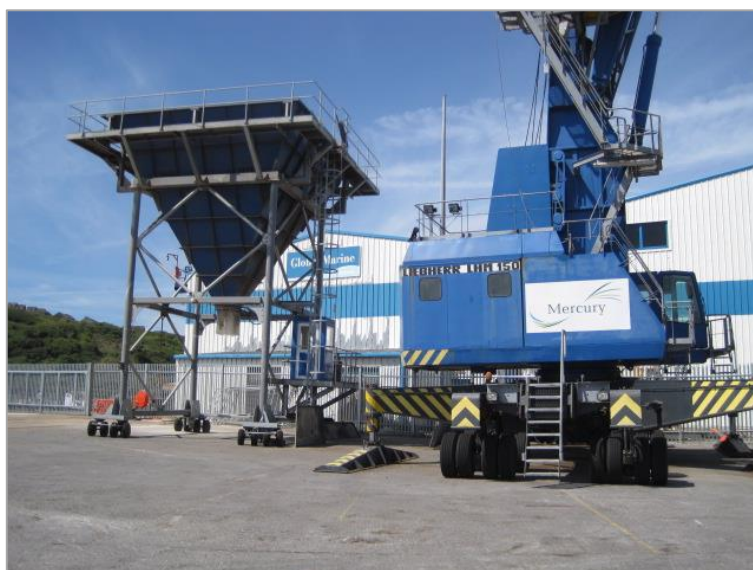
- 5** Taxis are prohibited from driving onto jetties and piers when there are specific operating requirements against it.



- 6 Vehicles may not be parked on the jetties or piers except in exceptional circumstances. Permission to park must be sought from the security department. Those vehicles without an exemption will be towed away.



- 7 Always be aware of the increased risks around heavy machinery. Some heavy machine operators may not be able to see you – be prepared to give way.



- 8 Always use the provided safe access facilities to vessels, and follow any safety instructions given by vessels.



- 9 When on foot, keep to the designated footpaths and pedestrian crossings.



10 Use of mobile phones is prohibited while operating any plant or driving any vehicles on the port.



Working quayside

Any contractor working on the quayside must wear the correct PPE within operational areas.

Stay clear of operational areas if access is not authorised.

PPE must be worn when entering operational port areas and must include high-visibility garments, safety footwear and, where appropriate, hard hats.



Lifejackets

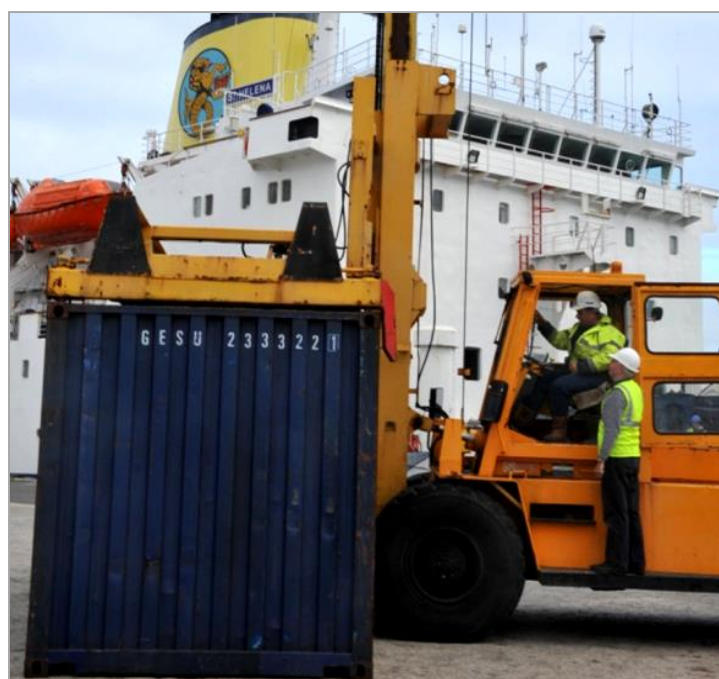
Lifejackets are mandatory when entering a zone within **one metre from the edge** on jetties, docks and piers, except where barriers exist.



Joint cargo operations

Contractors involved in joint cargo operations must work to the agreed **Safe System of Work** and **wear appropriate PPE** including a safety helmet, safety footwear, high-visibility clothing and, where appropriate, fall arrest equipment.

Vessel operations will only start once the Chief Officer or deputy has confirmed with the Duty Safety Manager that all cargo has been unlocked and unlashed.



Waste

Please ensure that all waste and recycling is sorted and disposed of in the correct manner. No waste materials should be left on the quayside at any time. This is monitored by security patrols and CCTV.



Environmental practices

You must always ensure that the impact that your activities have on the environment are minimised or non-existent if possible by employing correct environmental procedures. If you see any practices polluting the environment, contact the port Reception immediately on **+44 (0) 1305 824 044**



Fire safety

If you discover a fire inside any port building:

- ✓ Sound the alarm using the nearest Fire Alarm button
 - ✓ Attack the fire if safe and practical to do so

After the above, or on hearing the fire alarm:

- ✓ Leave the building by the nearest Fire Exit
 - ✓ Close all doors behind you if safe to do so
- ✓ Report to the Assembly Point in the Staff Car Park
- ✓ Inform the Gate house on **+44 (0) 1305 860 161**
to contact the fire brigade using **999**

Electronic access pass

If you are issued with an access pass by the security manager:

- It is for **your personal use only: NEVER** lend it to anyone
- **NEVER** use it to let anyone else into the port, or into the main offices, even if you are accompanying them
- Card misuse will result in your access being revoked



Port Map

