

0 PRE-REGISTRATION

- Pre-register online at www.eworld1700.be

1 SECURITY

If you do not have an Alfapass:

- Drive to the Alfapass desk in the MPET Admin building (K1742) – open working days from 6am to 6pm. For more information, see www.alfapass.be/contact

2 CAMERA GATE IN

- Hold your Alfapass up to the reader.

3 PRE-GATE IN

- Hold your Alfapass up to the reader.
- Confirm or correct your number plate.

4 ADMINISTRATION BUILDING

Self-service desks, call screen, customs desk and checkpoint

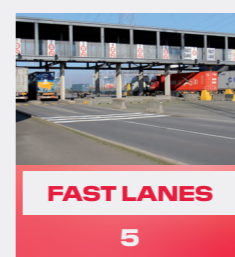
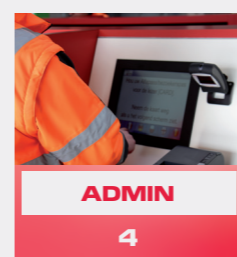
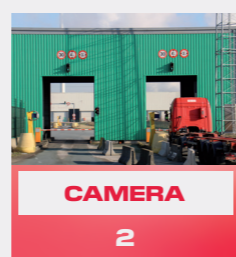
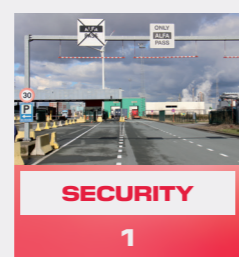
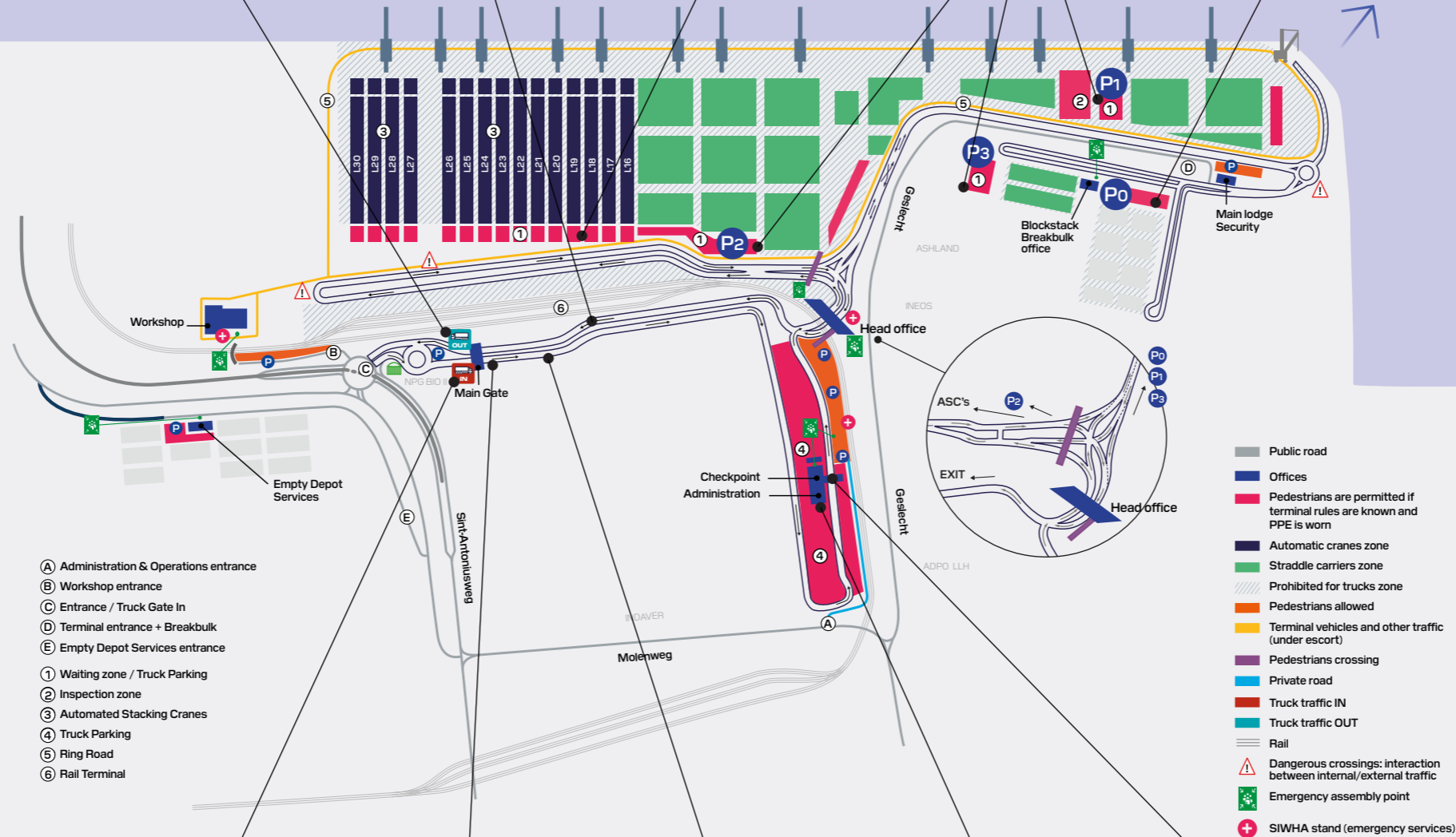
- Park your lorry in the car park. Use the zebra crossings.
- Go to the computers inside the building and sign in using your Alfapass.
- Enter your TAS code or book a slot.
- Confirm your mobile number and enter all requested information.
- Take your ticket (go to the customs desk or checkpoint if necessary).
- Wait until you are called by text message and/or the call screen and/or the Route 1700 app.
- Head immediately to the inspection lanes. You must sign in here no more than 15 minutes after being called.

5 FAST LANES

- Hold your Alfapass up to the reader.
- Take a ticket and drive to the indicated loading/unloading zone.

6 PARK 0

- Park in a free queuing lane.
- Set the twistlocks and chassis to the correct position.
- Go to the registration kiosk.
- Hold your Alfapass up to the reader.
- Wait until the empty handler arrives, and then drive to your spot as directed by the handler.
- Stay in your vehicle until the operation is complete. Drive to the twistlock zone.
- Check the container and fasten the twistlocks.
- Drive to the 'Exit' or to another loading/unloading zone.



7 PARK 1,2 & 3

- Park in a free lane.
- Undo the twistlocks or set the chassis to the correct position (empty chassis).
- Go to the registration kiosk or scan your QR code.
- Hold your Alfapass up to the reader and enter the lane number.
- Wait in the blue circle until the straddle carrier has finished the operation, and maintain eye contact.
- Fasten the twistlocks (loaded chassis).
- Drive to the 'Exit' or to another loading/unloading zone.

8 LANES 16-30

- Park in the correct module.
- Undo the twistlocks or set the chassis to the correct position (empty chassis).
- Go to the yellow post at the side of the lane where you are parked.
- Hold your Alfapass up to the reader and confirm the position (left/right).
- When the light flashes, follow the instructions on the screen.
- Fasten the twistlocks (loaded chassis).
- Drive to the 'Exit' or to another loading/unloading zone.

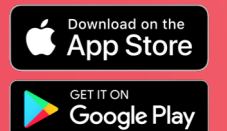
9 CAMERA GATE OUT

- Hold your Alfapass up to the reader.

10 GATE OUT

- Hold your Alfapass up to the reader.
- Confirm the transactions.

Book your slot quickly and easily with the Route 1700 app. Download now!



SAFETY RULES

Everyone at the terminal must follow the safety and security rules.



A high-vis vest/jacket is mandatory



The maximum speed is 30 kph



Safety shoes are recommended. You may only get out at interchange zones and checkpoints



Wearing seat belts is mandatory



Respect the environment. Put your rubbish into the correct bins and don't litter



Using a mobile phone while driving a vehicle is prohibited



Smoking is prohibited in all terminal buildings



Passengers and children are not permitted



Drugs and alcohol are prohibited



No overtaking



Photography or videoing is prohibited



Never walk or drive beneath a suspended load



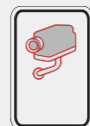
All terminals are CCTV-monitored 24/7



Keep away from works traffic and never get in the way of an operation

Restricted area

Port facility under regulation ECn°725/2004 on enhancing ship and port facility security.



If you do not comply with the safety and security rules, DP World reserves the right to eject you from the terminal or deny you access to the terminal.

Medical help:



SIWHA: +32 3 541 00 23

Helplines:



Security:

+32 3 730 49 49 or
ISPS.ANTW@dpworld.com

Landside Operations:

+32 3 730 40 61

Checkpoint:

+32 3 730 45 32



DP WORLD
PORTS & TERMINALS

Book slots quickly and easily with the Route 1700 app



LORRY DRIVERS' GUIDE

Welcome to DP World. In this leaflet we explain step by step how lorries are processed at the terminal. If you have pre-registered online, you will be able to complete the process at the terminal quickly and efficiently!