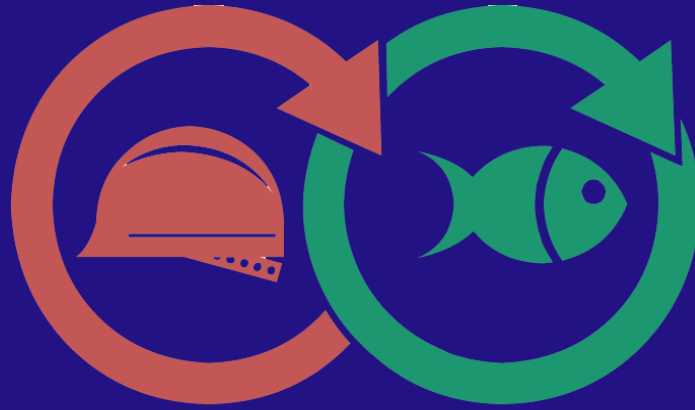




موانئ دبي العالمية
DP WORLD



Jebel Ali Port

Vessel Security, Safety & Environment Pack

Health, Safety, Environment and Security Department

Welcome to DP World Jebel Ali Port

DP World is committed to providing a secure, healthy and safe work place for all employees, contractors and visitors and to minimising impacts on the environment arising from business related activities.

As a vessel operator, you are required to work with DP World Jebel Ali Port to ensure that the vessel and crew remain secure, healthy and safe and comply with minimum environmental requirements whilst at the Terminal.

To inform you of the *DP World Jebel Ali Port* site access procedures and its commitment to Health, Safety, Environment and Security outcomes, we are providing you with this *Vessel Security, Safety & Environment Booklet*, which gives you an overview of:

- **Onsite security, safety & environment requirements**
- **Restricted areas and access procedures**
- **Key contact list**

In order to identify potential hazards that can impact on the health and safety of the workforce and other personnel, DP World will ensure that a formal Vessel Inspection is conducted with DP World representatives and your nominated vessel representative once alongside. DP World will require the responsible vessel representative to be present during the inspection so that any issues which may arise are addressed in a timely manner. The vessels assistance in this matter is appreciated. Where a vessel representative is not available this will be noted on the inspection.

The inspection shall cover all places of work and will be aligned with minimum ILO requirements. A copy of the Container Terminal and General Cargo Vessel Inspection Checklist's can be obtained from your DP World vessel representative who will make themselves known to the crew once the vessel has been moored. A non-exhaustive list of ILO regulations (Safety and Health in Ports ILO Code of Practice 2005) is included in this document. This listing does not limit the scope of areas to be inspected for safety to those identified in this document and are samples only.

In case of any difficulties experienced during the course of your stay at the terminal, please note the contact numbers are included in APPENDIX B. In the event of any accident, damage to cargo, vessel, port equipment, quayside etc. please report immediately to DP World Port Control. Assistance in regard to investigations of incidents resulting from vessel activities will be required. Vessels may be required to delay their departure as a result of incidents and will be advised if this is a requirement.

These guidelines have been put in place to protect vessels and crew, DP World staff and the facility and will be amended from time to time in line with the DP World Security, Safety and Environment standards and will be communicated accordingly.

The Pollution Letter included in this pack details vessels responsibilities with regard to notification of all pollution incidents whilst vessels are within the limits of Jebel Ali Port (APPENDIX D – Pollution Letter). This document will require acceptance when the vessel enters Jebel Ali Port and will be carried in an electronic format by DP

World Pilots. The vessel master should read these documents carefully before he signs acceptance.

Details of emergency VHF Channels and contact numbers is detailed in APPENDIX F – Emergencies

If clarification in regard to any information in this document is required please discuss with your DP World Vessel Representative or Person In Charge.

Onsite Requirements

DP World considers the security, safety of all people and compliance with minimum environment requirements to be important and insist the following requirements be met by all staff, contractors, vessels, crew and visitors:

Pedestrians

DP World has a mix of pedestrian only zones, zones where equipment and pedestrians are both allowed and non-pedestrian zones. As examples the quayside areas are zones where pedestrians mix with operational equipment whilst the stacking areas in the container terminals are strictly non pedestrian zones when not isolated. Pedestrians should always use designated pedestrian markings when navigating mixed zones such as the quayside areas.



Personal Protective Equipment [PPE]

Individuals entering any operational areas both on board and ashore are required to wear the following PPE [Personal Protective Equipment] as a minimum.

PPE minimum requirements are:

- **High visibility vest [Safety Vest] or high visibility overall**
- **Safety helmet [Hard Hat]**
- **Safety shoes [Protective footwear]**



Other works being carried out may require additional PPE but this shall be identified in specific task assessments conducted by responsible representatives of the visiting vessel.

Please note that all areas in the port and your vessel cargo decks are deemed as operational areas for ease of reference.

Terminal Access & Shuttle Bus Service

To prevent DP World staff, visitors, contractors and vessel crew from endangering themselves and others on the terminal, transport is available to move people between the vessel and front gate of the respective terminals. All Ships Crew, Passengers and Visitors must utilise their Personal Protective Equipment and use designated pedestrian walkways at Jebel Ali Port. Vessel Persons In Charge (PIC) are responsible for ensuring that their crews are complying with these requirements. **Please speak to your DP World Vessel Representative about arrangements at your service terminal as arrangements differ for Container Terminal 1, Container Terminal 2 and General Cargo Berths.**



All Ships' Crew, Passengers and Visitors must sign in and identify themselves at security gatehouses of the corresponding terminal before leaving the terminal or going to their respective vessels. Please refer to the Security Guidelines Section for further Security requirements.

Service Staff and Vehicles

Vehicles and associated staff servicing vessels must ensure that they are conducting themselves in a safe and environmentally responsible manner and applying the requirements of this document as a minimum. Staff shall;

- Be appropriately trained and competent to carry out the desired tasks;
- Ensure that any work is conducted as per legal requirements on behalf of the agent or vessel crew;
- Do not leave vehicles running when not within the vehicle;
- Park in designated areas or as directed by DP World staff;
- Ensure that where parking is not available always park adjacent to the wharf edge and not perpendicular to the wharf edge; and
- Must take direction from DP World staff as required.

Ship's Gangway

Ships gangways must be

- Well lit with a minimum lighting level of 10 lux across the entire surface;
- Be of sound construction and free from damages and defects;
- Free from oils and other debris;
- Be fitted with a safety net;
- to be at least 550mm in width and be supplied with upper and intermediate guard rails;
- Gangways shall be grounded correctly and kept fully lowered at all times. Height and positioning shall not be adjusted whilst persons are on the gangway;
- Lifebuoy with light to be placed at the gangway; and
- Gangways must be kept clear of quay crane rails and not impede the long traveling of quay cranes or obstruct roadways.

DP World does not accept liability for gangways being hit by quay cranes, vehicles or other equipment.



Mooring the Vessel

When mooring vessels

- Vessel master must notify Port Control or the boarding pilot of any known defect in the vessels mooring systems so that precautions can be undertaken;
- Ensure that all mooring equipment is in good condition before use;

- Ensure that a strict watch is kept on the mooring system at all times to prevent slack or over tight lines developing;
- Mooring lines only to be adjusted under the guidance of a competent crew member;
- As soon as the vessel is secure manual mooring winch brakes are to be applied where fitted;
- Winches are not to be left on automatic tensioning mode;
- Ensure “monkey fists” are only made of rope;
- Mooring Operations are only to be carried out in response to clear instructions or signals;
- Mooring bollards should be kept clear of obstructions at all times;
- Mooring staff should only enter snap back zone to carry out necessary tasks;
- Never step over a mooring line under tension;
- Never put your feet in bights or eyes of mooring lines;
- Ensure that long traveling of quay cranes are not obstructed;
- Ensure roadways or work areas are not obstructed, and
- Rodent guards are fitted on all mooring lines for the duration of your stay.

Use of Ship’s Cranes, Boom Lifts

During operations

- Vessel cranes must be stowed on the water side of the vessel;
- Cranes should be stowed in appropriate out of service condition during expected high winds;
- All loose lifting gear must be tested and certified prior to use. This applies to cargo nets and other devices used for delivery of stores; and
- Vessel cranes cannot be used as a man lift without an approved man cage.

The use of Ship’s cranes or booms must be notified to DP World Operations Supervisor prior to their operation, and they must be manned at all times when swung over the wharf.

Vessel Radar

Vessel radar shall remain isolated/non- operational whilst quay cranes or ships cranes in close proximity are in operation. This will assist in mitigating the effects of electromagnetic fields that may emanate from radar equipment during operations.

Emissions from Funnel

Emissions from ship funnels should be minimised. Heavy Fuel Oil or Bunker Fuel should not be consumed by the vessel whilst inside the harbour and it is preferable to use marine distillate. This will reduce fume exposure to DP World staff such as the Quay Crane operators, reduce a vessel’s carbon emissions whilst in port and improve general air quality at the Port and wider Dubai.

Maintenance Work

Maintenance work such as but not limited to hull painting, scraping and hot work must only be undertaken after permission has been received from the Port Regulator – EHS Trakhees and DP World. Additionally

- Hotwork on board the vessel must have a permit issued by the Port Regulator – EHS Trakhees;
- Repair vendors must only be from the approved list from EHS Trakhees; These can be found at the EHS Trakhees website www.ehss.ae;
- Any work undertaken near the water's edge requires a life vest to be worn by all maintenance staff;
- Maintenance work must not be undertaken at night without prior approval; and
- Welding and repair works to hatch covers on the quay are not permitted.

Maintenance work must not be

- Undertaken under the path of loading or discharging cranes
- Adjacent to loading or discharging zones on quayside or waterside

Non approved maintenance work may result in bans, fines or extra charges being incurred by vessels. This at the discretion of the port regulator.

In Case of Emergency

Fire, Oil Pollution or any Accident requiring medical attention and/or an ambulance shall be reported to Port Control. In the event where Port Control cannot be contacted please raise the alert to those numbers provided in Appendix B as appropriate.

When in communication with the Port Control or other designated contacts at Jebel Ali Port, kindly provide the following information:

- Type of emergency;
- Location of emergency;
- What happened;
- Are there any injuries;
- Medical assistance required;
- What is the extent of the emergency; and
- If involving hazardous material provide UN no.

Drugs and Alcohol

Jebel Ali Port has a zero tolerance drug and alcohol policy for all staff, visitors and crew members whilst alongside. Visiting vessel visitors, which includes 3rd parties, and crew shall adhere to DP World's drug and alcohol requirements whilst in port. Those found not to be complying may be handed to authorities.

Restricted Areas On-board

Vessel crew must not

- Allow DP World staff to access a vessel's restricted area without prior approval from the vessel master and DP World Vessel supervisor or Person in Charge.
- Request DP World staff to deliver packages ashore. DP World staff has been advised to report the issue to DP World Vessel Person in Charge for further action by authorities.

Disposal of General Waste

Compulsory general waste skips are supplied and charged to all vessels for general waste disposal. Please utilise the skips in a responsible manner. Please do not place hot ashes or hazardous waste inside of the general waste skips.

Additional skips can be requested separately from Imdaad Environmental Services on: +9714 8128 888 and email at helpdesk@imdaad.ae. These can be organised during your port stay by your line agent or as required through the above contacts. Please allow a minimum of three hours for delivery.

Disposal of Hazardous Waste

Hazardous waste disposal must not be undertaken within the general waste skips and skips for hazardous waste must be requested separately from Imdaad Environmental Services on :+9714 8128 888 and email at helpdesk@imdaad.ae through your agent.

Classification of Hazardous Waste is as per Dubai Municipality requirements. Technical Guideline Number 1 Disposal of Hazardous wastes is available from the Dubai Municipality website whose link is provided below.

Illegal hazardous waste disposal by visiting vessels will be reported to the Port Regulator – EHS Trakhees and may result in bans, fines or extra charges being incurred by vessels.

Disposal of Sewage & Waste Oil.

Sewage and oil waste disposal can only occur through government approved service providers. A list of approved service providers is attached as Appendix F

In case of further assistance please contact the Port Regulator EHS - Trakhees or Dubai Municipality. DP World's Waste management contractor Imdaad can also be contacted for assistance.

Useful Links

Port Regulation – EHS Trakhees <http://www.ehss.ae>

Dubai Municipality <http://login.dm.gov.ae/wps/portal/HomeEn>

Service Provision __ <http://www.imdaad.ae>

APPENDICES

APPENDIX – A: Security Guidelines to Vessels Entering Jebel Ali Port

APPENDIX – B: Reporting Procedures

APPENDIX –C: ILO guidance on Safety & Health in Ports.

APPENDIX- D: Pollution Letter.

APPENDIX-E: Emergency Letter.

APPENDIX- F: DM approved Hazardous Waste Transporter

APPENDIX - A

Security Guidelines to Vessels Entering Jebel Ali Port

Legal Requirements:

1. ISPS Requirements:

- ISSC (International Ship Security Certificate)
- Crew List
- Last ten (10) port of calls details
- Pre-arrival report

2. General Guidelines:

- Do not conduct any illegal activities at the Port.
- No crew member shall leave the ship/vessel without a valid shore pass granted after Immigration clearance and shall undertake required security checks at the designated locations/gates.
- Photography or other means of graphic display are not allowed within the confines of DP World Jebel Ali Port.
- Fishing is not allowed in any form at Jebel Ali Waters/Port/Jetties.
- Crew members must not request DP World staff to handle goods that are deemed illegal in the UAE. Packages cannot be accepted by DP World staff on behalf of Crew Members and any such requests are to be reported to DP World PIC.




APPENDIX - B

Reporting Procedures

Any incident/accident, damage to cargo, vessel, port equipment, quayside, environmental release etc. must be reported immediately. Vessel assistance may be required in regard to investigations into incidents and vessels may be required to delay departure whilst an investigation is undertaken.

In the event of any reportable incident occurring please use the following contact numbers:

Department	Contact number
Jebel Ali Port Control	00971 4 883 5251 / 883 5326 VHF Channels 16, 69 & 66A
Security - Command & Control Centre	00971 4 8874000
Emergency Control Centre [EHS]	00971 4 8833111
Terminal-1 Operations [Duty Shift Manager/Superintendent]	0097150 4593687/ 00971 50 6599173
Terminal-2 Operations [Shift Manager/Duty Superintendent]	0097150 4597742/ 00971 50 6405518
General Cargo Operations [Duty Superintendent]	00971 50 6561738 / 00971 50 656 3157

<p>International and national regulations references</p>	<p>ILO - Safety & Health in Ports Lloyds Register - A Masters Guide to Container Securing</p>
<p>Gangway access</p> 	<p>ILO 7.2.3 Gangways should:</p> <ul style="list-style-type: none"> ▪ Have closely boarded walkway at least 550mm (22 inches) in width ▪ Be fitted with transverse treads at suitable stepping intervals ▪ Be fitted with upper and intermediate guard rails ▪ Be fitted with devices enabling it to be properly secured to the ship ▪ Never be used at an angle of more than 45° to the horizontal ▪ Land on a clear and unobstructed area of the quay ▪ Rollers or wheels on a gangway should be fitted or guarded in such a way as to prevent a person's foot from being caught between them and the quay surface, leaving a gap of minimum 50 mm <p>ILO 7.2.1 (5)</p> <ul style="list-style-type: none"> ▪ A safety net should be rigged wherever a person may fall between the ship and the quay from a means of access to the ship
<p>Access to Catwalks /Hatch Covers</p> 	<p>ILO 7.3.1 Access on board ships:</p> <ul style="list-style-type: none"> ▪ Safe means of access about the ship should be provided for port workers between the gangways or other main access and the holds, deck cargoes, winches and cranes that are to be worked. ▪ All access routes should be kept tidy and clear of obstructions. If specially constructed, they may consist of wooden grating or steel plates at least 600mm (24 inches) wide. They should be raised some 100mm (4 inches) above deck. ▪ If access is required during the hours of darkness, the routes should be lit with a minimum of 10 lux on access routes and 50 lux in working areas, taking into account any specific need that may require additional lighting is provided.
<p>Ladders</p> 	<p>ILO 3.5.3 Ladders and Walkways</p> <ul style="list-style-type: none"> ▪ All ladders should be of steel construction ▪ Rungs or treads of ladders should <ul style="list-style-type: none"> ○ Be equally spaced at intervals of no less than 250mm (10 inches) or more than 350mm (14 inches) ○ Provide foothold not less than 150mm (6 inches) deep and 350mm (14 inches) wide ○ Extend at least 1m above the landing place; if this is not practical, an adequate handhold should be provided above the platform ○ Be opened out above the platform to give a clear width of 700 (28 inches) to 750mm (30 inches) to enable a person to pass through them ○ Have a clear space of not less than 750mm (30 inches) on each side for the users hand <p>Be fitted with devices enabling it to be properly secured to the ship</p> <ul style="list-style-type: none"> ▪ Where a landing platform is provided, it should: <ul style="list-style-type: none"> ○ Have a minimum dimension of 750mm (30 inches) in either direction not less than 1m above the floor of the platform enabling the person to stand safely on the platform ○ Be protected on any open side by a rigid guard rail 1m above the platform, an intermediate rail 500mm (20 inches) above the platform and a toe board extending to a height of not less than 150mm (6 inches) above the floor of the platform ○ Have a floor with a non-slip surface ○ Have a minimum headroom of 2.1m (6.9 feet) ○ Rope ladders should not be used ashore

Lashing platforms / Area



ILO 7.8.2 Deck working:

Shore-side management should ensure that safe access is provided by the ship to any place on the ship where stevedores have to work, and that the place of work is safe

- The placing and removal of lashing equipment on the ends of containers should be carried out in the athwart-ship gaps between container stows
- The space provided between the container stows for port workers to carry out such work should provide:
 - A firm and level working surface
 - A working area, excluding lashing in place, preferably of 1 m and not less than 750 mm (30 inches) wide to allow clear sight of twist lock handles and the manipulation of lashing gear
 - Sufficient space to permit the lashing gear and other equipment to be stowed with causing a tripping hazard

Lashing Equipment



ILO 7.6.2 Lashing & Securing of Cargo

All lashing gear and reefer cords properly stowed upon arrival. Check if all gear is stowed in the designated places from the previous port operations. Checks include

- Cone racks and bins in good condition
- Twist locks are in good condition and not damaged.
- Adequate t/lock bins for damaged twist locks (any damaged twist locks should be located in red cone bins to ensure they are not reused until repaired)

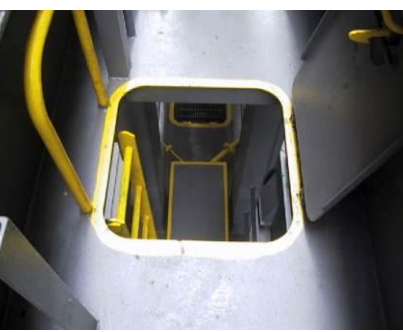
Guardrails/Fencing



ILO 7.4.4 Hatches should:

- Be protected by coamings of sufficient height to prevent accidental falls into the hold.
- Port workers should not work on cargoes on deck or between decks that are over an opened hatch.
- The fencing should be 1 m (3.3 feet) high and may be of suitable wire rope or chain, provided that :
 - There are means to keep the ropes or chains taut as possible.
 - Wire ropes have sufficient wires per stand to be flexible, are free from broken wires, and any loose ends are fitted with ferrules or other means of protection to prevent injury;
 - Sufficient stanchions are provided.
- Deck sockets into which stanchions fit should be equipped with locking devices and should be sufficiently deep and designed in such a way as to prevent the stanchions from moving unduly out of the vertical or being accidentally displaced.
- The fencing should form a permanent part of the ship's equipment and be kept in place at all times, except:
 - When hatches are being opened or closed



Holds



ILO 7.3.2 Access to holds should:

Access to cargo holds should be effected by the ship's permanent access.

- Access hatches and other openings giving access to holds should be protected by coamings. There should be a clear space of at least 400 mm around the coamings to allow easy access. If openings are too small, coating the lower edges with foam rubber or other elastic material should ensure that head and shoulders are not injured if they strike against them
- The approaches to a hold and an access hatch should be kept unobstructed to reduce the risk of falls and to enable holds to be

	<p>evacuated quickly in an emergency</p> <ul style="list-style-type: none"> ▪ Where such openings have lids, these should be secured to prevent them from accidentally closing during access
<p>Cell guides</p> 	<p>Lloyds Register – Basic Advice Cell Guides</p> <p>It is the responsibility of the vessel to report any defects related to cell guides before the vessel is loaded or discharged. In general cell guides shall be</p> <ul style="list-style-type: none"> ▪ In good working order and not obstructed ▪ Straight and not buckled ▪ Identified as damaged prior to operations taking place preferably during vessel inspection ▪ Not be damaged, so that cargo operation is affected
<p>Lighting/Illumination</p> 	<p>ILO 7.1.5</p> <ul style="list-style-type: none"> ▪ It is the responsibility of the vessel to provide conditions on board in which port work can be carried out safely. However, before starting operations to load or unload a ship, the company responsible for the stevedoring work should itself take steps to ensure that: <ul style="list-style-type: none"> ○ There are safe means of access onto and about the ship ○ Suitable deck and under-deck lighting, with a minimum level of 10 lux on access routes and 50 lux in working areas, taking into account any specific need that may require additional lighting, is provided

DP WORLDJEBEL ALI PORT
P.O. BOX 17000
DUBAI U.A.E.

Date _____

POLLUTION LETTERMaster
S.S./M.V. _____

-

Dear Sir,

It is your responsibility as Master to ensure that no oil is pumped or spilled overboard your ship within the limits of Jebel Ali Port.

In the event of any spillage or loss of oil from your vessel as the result of any act or omission of the vessel, such as but not limited to, pumping of oily water over side from ballast or bilge, or oil spill during loading, the vessel shall be responsible for all costs and expenses of cleaning and for any damages to property or injury to persons resulting from such spillage or oil loss.

The DP World Jebel Ali Port reserves the right to take all reasonable measures to clean up any resulting pollution or contamination on land or sea, but only as Contractor acting on behalf of your vessel and her Owner, and will charge the vessel for all costs and expenses incurred thereby.

In case of any oil spill occurring advise Jebel Ali Port Control immediately (Tel: 00971 (0)4 8835251/ 8835326) VHF Channels 16, 69 and 66 A.

Please sign the detachable slip below and return to this office in acknowledgement of receipt.

Yours faithfully,

HARBOUR MASTER
DP WORLD
JEBEL ALI PORT

ACKNOWLEDGE RECEIPT OF POLLUTION LETTER

_____ Master

S.S./M.V. _____

Date _____ Hour _____

DP WORLD

Jebel Ali Port
P.O. BOX 17000
Dubai U.A.E.

The Master,

Vessel in Port,

M.V./S.S." _____"

Jebel Ali Port

Date: / /

Dear Sir,

EMERGENCIES

This is to inform that the Harbour Master's office is manned 24 hours daily. A continuous radio watch is kept on VHF Channel 16, 69 and 66A. The telephone numbers of this office are 04 8835251 and 04 8835326.

In the event of any emergency situation arising on or nearby your Vessel, such as fire, oil pollution or any accident requiring medical attention and / or an ambulance, you should immediately contact "Jebel All Port Control" by one of the above means for assistance.

Yours faithfully,

Harbour Master
DP World
Jebel All Port

I, Master of M.V. / S.S. _____ acknowledge receipt of "Emergency Communications" instructions.

Signed _____

DM Approved Hazardous Waste Transporter

No.	Company Name	Tel	Fax	P.O.Box	Waste Code*
1	Zenath Recycling & Waste Management LLC	3234596	3236406	7113	C , H1, H2
2	DULSCO LLC	3417571	3417671	62737	A,B,C,D,E1,E2,F,G,H1,H2
3	AL SAFOOH GENERAL TRANSPORT LLC	3337633	3337622	23579	A,B,C,D,E1,E2,F,G
4	MR. SKIPS WASTE SERVICES	8856035	8856018	26142	C,E1
5	ADVANCED ENVIRONMENT TECHHNOLOGY	3248221	3248221	114918	E1
6	BLUE WHALE ENV. SERVICE LLC- DUBAI Br.	06-5759925	06-5739926	31445	E1
7	ARABIAN MASTERS OF WASTE LLC	8854002	8854246	122223	C,D,E2,F,G
8	IMDAAD LLC	8833889	8836619	17000	B,C,H1
9	AL NOURAS WASTE COLLECTION & TRANSPORTING	3336622	3330158	50889	C,D,E2,H1,H2
10	AL GHADBAN TRADING CO. DUBAI Br.	050-6449677	06-5334134	6249 SHJ	E1,E2
11	DRY DOCKS WORLD - DUBAI LLC	3450626	3450116		B,C,D,E2,F,G
12	MEHBOOB USED LUB. COLLECTION	050-6463071	06-7421897	63772 DUBAI	E1
13	EMIRATES ENV. PROTECTION CO. LLC	3972277	3979212	43729	E1
14	AVERDA ENVIRONMENTAL SERVICES LLC	4070707	4070777	76775	B,C,E1,E2
15	MARIBAT DRAINAGE & WATER LLC	2348411	65437615	18992	B
16	TRASHCO LLC	5070000	5070009	11388	A,B,C,E1,E2,F,D,G,H1
17	UNIQUE METAL TECHNOLOGIES FZCO	8864410	8864780	121646	A
18	MASTER SKIP SERVICES LLC	8857957	8857958	88540	C

*

WASTE CODE

A	Acid, al kali or corrosive waste
B	Liquid Hazardous Waste (Wastewater)
C	Solid hazardous waste (General)
D	Wastes which present a dust hazard
E1	Liquid Oily Waste
E2	Waste oil sludge
F	Flammable waste; waste solvent
G	Reactive waste; chemical waste
H1	Clinical/Medical Waste
H2	Pharmaceutical waste

DP World UAE Region
Jebel Ali Port
Dubai
United Arab Emirates