

# SAFETY AT PORT OF ROENNE A/S

STANDARD FOR THE COMPANY SAFETY ACTIVITIES



Port of Roenne A/S wants to ensure the highest level of safety for all external personnel working in the port areas. Therefore, we have created this folder.

Please read this folder carefully – and remember that you also have a responsibility to prevent incidents and ensure the safety of everyone working in the port areas. You can find more information at [www.portofroenne.com](http://www.portofroenne.com)

### ISPS

Port of Roenne is subject to the International Ship and Port facility Security Code (ISPS). This includes, among other things, an increased access control and monitoring of our areas.

All personnel working in the port areas needs permission from Port of Roenne A/S. If you are working inside an ISPS area you are obliged to carry a visible guest card issued by Port of Ronne.

Contact the duty office at tel. +45 51 36 37 47 in case:

- You observe persons trying to access the restricted areas by force or bypassing the control systems
- You observe suspicious persons at the port areas or meet persons at the port areas with obvious or supposedly false errand
- You observe an item, such as a bag or package that seems out of place
- You become aware of threats of terrorism, smuggling, hijacking or other illegal activities at the port areas



## SAFETY INSTRUCTIONS TO WORKERS PERFORMING WORK AT THE PORT AREAS:

The following safety measures apply to all workers, who perform work tasks at areas belonging to Port of Roenne A/S.

### COORDINATING AND AUTHORIZATION

When performing work near the quay or work that involves markings, roadblocks or supply disruptions, you are obliged to inform the duty officer prior to the work, and the duty officer has the authority to postpone and/or end current work operations, if these involves risk of interference on the daily port operations, or other operations by Port of Roenne A/S.

### WORK PLANNING

All work must be planned and executed securely, safely and in such a way that the daily operation of the port is interfered as little as possible. In case the work in question involves risk of interference on the daily port operations, or other operations by Port of Roenne A/S, the duty officer must be contacted prior to the work execution. Instructions given by the duty officer is always to be followed.

### PERSONAL PROTECTION EQUIPMENT (PPE)

All persons who are conducting work at the port areas are obliged to carry a safety vest (class 2, EN ISO 20471). Be aware that there are some parts of the port areas where special rules apply to the use of protection equipment. All external personnel must bring their own safety equipment necessary for executing the work in question.

### EMERGENCY EQUIPMENT

Portable fire extinguishing equipment must be within reach when welding, working with angle grinder or other spark- or flame inducing work. It is the responsibility of the workers executing the work in question to ensure that such equipment is close at hand.

Approved safety equipment such as lifebuoy, boat hook or similar must be within reach when working close to the water. For safety reasons work near the water must never be carried out singlehanded.

### ENVIRONMENT & CLEANING

Port of Roenne A/S has requirements regarding handling and disposal of waste. All persons working at a port area are to contribute to maintain safe and clean areas. All external personnel are responsible for correct handling and disposal of waste and surplus materials, unless otherwise agreed with Port of Roenne A/S. Handling of waste, including sorting, must take place in accordance to Port of Roenne A/S' waste regulations, which can be requested at the duty officer.

### MATERIALER, VÆRKTØJ, KØRETØJER MV.

For safety reasons all external personnel are required to bring their own tools and auxiliary equipment.

### MARKINGS

Markings and barriers at excavations and similar work requiring marking and barriers, are to be reliable and in compliance with the applicable rules. This means that markings and barriers also must be maintained on non-working days.

## **SAFETY INSTRUCTIONS TO WORKERS PERFORMING WORK FOR PORT OF ROENNE A/S:**

When you perform work for Port of Roenne A/S, the following measures apply, in addition to the above section:

### **WORK PLANNING & EXECUTION OF WORK**

You need permission from the management of Port of Roenne A/S before you start the work. During the work you are not allowed to be under the influence of narcotics or other substances, including alcohol.

All work must take into consideration other activities at the area and hazardous materials are not to be left unattended. Noise nuisances are to be limited as much as possible

### **VISIBILITY & INFORMATION**

Upon request, the external supervisor must be able to inform representatives from Port of Ronne A/S about the correct number of workers who are currently working for Port of Roenne A/S, and all external personnel must wear identifiable clothes and/or helmet with company name.

### **PERSONAL PROTECTION EQUIPMENT (PPE)**

When working at the port areas you are obligated to use safety-approved helmet, safety vest (class 2, EN ISO 20471) and safety shoes with nail protection.

All persons working with tools and/or machines, and where the work in question involves a risk of eye damage, must wear safety goggles – no matter where at the port the activities take place. The use of safety-approved life jackets is mandatory when working close to the water.

All external personnel must bring their own safety equipment necessary for executing the work in question.

### **LEGISLATION**

The Danish Working Environment Authority's regulations and other applicable legislation regarding the work are to be complied with. It is your responsibility to ensure that the work is carried out in a safe and legal manner.

## **SAFETY INSTRUCTIONS TO WORKERS PERFORMING WORK FOR COMPANIES LOCATED AT THE PORT AREAS:**

When you perform work at the port areas for other companies than Port of Roenne A/S, you are obliged to follow the instructions mentioned in section "Safety instructions to workers performing work at the port areas".

In addition to the rules mentioned in this folder please be aware that there might be special safety and security requirements and/or legislation, which you also are obliged to comply with, and there may occur extraordinary circumstances where Port of Roenne A/S as an authority role may have stricter measures, which you are obliged to follow.

You are therefore urged to contact Port of Roenne A/S prior to the work if you have any doubt or questions related to the current safety regulations.

Also notice, The Danish Working Environment Authority's regulations and other applicable legislation regarding the work are to be complied with at any time, and that it is your responsibility to ensure that the work is carried out in a safe and legal manner

## **QUESTIONS & RESTRICTIONS**

### **VIOLATION**

Violation or breach of the applicable rules may result in expulsion from the port areas and/or cancellation of admission cards.

### **IN CASE OF DOUBT**

In case you or one of your employees are in doubt about safety issues related to execution of the work, please contact the person who has requested the work, or the duty officer at Port of Roenne A/S at tel. +45 51 36 37 47.



