

# JOINT COMMITTEE FOR PREVENTION AND PROTECTION AT THE PORT OF ANTWERP

Zomerweg 3 bus 1 ■ B-2030 ANTWERP 3

## IMPORTANT MESSAGE TO THE MASTER OF A SHIP WITH DRY BULK CARGO

TO THE MASTER OF THE MS ..... DATE: .....

The Master of ships and barges calling at the port of Antwerp must comply with these safety rules. According to Local Agreements, port labour, all loading/unloading activities, may only be performed by recognized port labourers.

### **1. MOORING ARRANGEMENTS AND ACCESS TO AND INTO SHIPS**

Mooring lines and winches are of the right type and in good condition. Equal and correct tension is applied at all times by proper monitoring and tightening.

The access to the ship, the deck and the holds must be properly illuminated.

A secure **vessel gangway** has to :

- be in good condition, ice free and properly fixed
- lean on or be positioned above the quay and have a safe accessibility
- be provided with a safety net or a netting to prevent people from falling
- be located out of the reach of scupper holes and passing quay cranes
- have a life-buoy at the point of access aboard the vessel

Hold ladders have to be in an excellent state and adequately lit. Open manhole covers must be secured. It's the ship's liability to provide a safe and lighted access to adjacent barges.

Rope ladders with round rungs are forbidden.

The captain of a barge has to provide and maintain a safe access to the hatches.

Portable ladders should be regularly inspected and always fixed at the top to secure them from sudden moves.

All passages and walkways on board need to be free of obstacles and may not be slippery.

### **2. CONDITION OF WORKING SURFACES**

The surface condition of holds and other working areas have to permit safe operations.

### **3. LIGHTING OF HOLDS**

The lighting on board and in the holds should enable the operations to be carried out in safe conditions.

If necessary, the vessel has to supply additional lighting.

All electrical parts of the work lighting must be in good order, so that the dock labourers aren't exposed to electrical risks.

## **4. SAFE ACCESS TO HOLDS AND HATCHES**

The loading/unloading plan needs to indicate clearly the holds in which the stevedore has to work, and the sequence of work.

Access to hatches (manholes) has to be made impossible by installing physical barriers, indicated by pictograms, if:

- they are forbidden for the stevedore
- they are not needed for operations
- there is no **Enclosed Space Entry Permit**, signed by the Master (oxygen content  $\geq 19,5$  vol%; concentration any flammable gas or vapour  $< 10\%$  LEL; concentration of any toxic or hazardous gas or vapour  $<$  Threshold Limit Value)
- the forced ventilation is not working or turned off

When dockers need to go into an enclosed space (a space which has any of the following characteristics: limited openings for entry and exit, inadequate ventilation, not designed for continuous worker occupancy) the crew members shall apply the following procedure:

- lead the dockers to the right entry
- pre-entry check:
  - permission of the master to enter the enclosed space (**Enclosed Space Entry Permit**)
  - communication procedures agreed and understood
  - emergency and evacuation procedures agreed and understood

## **5. HATCHES/HATCH COVERS**

Before opening the hatches, it must be checked that the hatch covers can not touch or jam any person.

No hold should be left open for loading-operations longer than required.

The hatches may not be closed until all personnel has left the hold.

Always provide sufficient lighting and ventilation.

Hatch covers and loading-beams must be sealed to prevent moving and lifting.

## **6. SAFE POSITION DECKHAND/SIGNALMAN**

Necessary precautions have to be taken to ensure a safe position for the deckhand/signalman.

He may not be at risk due to the risks of falling from heights, standing under the load or falling overboard.

The deckhand/signalman must always have an overview of the trajectory of the loads handled by the crane.

## **7. SHIPS LIFTING EQUIPMENT**

Before working with the ships lifting appliances, all necessary inspection documents have to be presented and be kept at the disposal of the competent authorities.

It is the responsibility of the vessel to check if the lifting appliances and/or cranes are in good and safe condition prior to start the operations.

The ships elevator can only be used, either by dockers or ships personnel, when there is no danger for anyone working in the vicinity.

## **8. FIRE AND EXPLOSION HAZARDS**

Open fire aboard is forbidden.

Any onboard activities or repairs involving “Hot Work” such as smoking, welding, soldering, cutting, etc. is only permitted when all safety precautions against fire and explosion are taken. Preliminary permit of the captain, approval of the Harbour Master and of the terminal management is needed.

## **9. DANGEROUS AREAS**

Following dangerous areas must be clearly marked :

- open hatches and manholes
- places with unexpected fall hazards
- places with a risk of overhead loads
- zones forbidden for stevedores

## **10. BEFORE STARTING OPERATIONS, CONSULTATION between Master and/or ships’ officers, the terminal manager (or supervisor) and the chief-foreman has to take place, regarding:**

- the ships crane(s) to be used while dockers are working on board
- the location of bulk cargo to be loaded/unloaded
- the safe manner of loading/unloading
- any dust cover of holds, on which it is forbidden to place a bulldozer, bobcat or other equipment
- any other specific risk on board

## **11. The STABILITY of the ship has to be GUARANTEED at all times.**

## **12. ISPS CODE**

The Master or the ship’s officer must provide the Port Facility Security Officer (PFSO) with a crew list (updated if necessary).

Before visitors, suppliers, repairman, etc. are allowed to enter the terminal to visit the vessel, the Master or the ship’s officer must provide the terminal with a detailed list stating:

- name of the visitor
- date, time of arrival
- kind and quantity of goods and any other relevant information

## **13. TRAFFIC ON TERMINAL**

Walking across the terminal should be limited to a minimum. Pickups of crew should therefore be arranged below the gangway.

Signs are posted to indicate notes, cautions, warnings and dangers. Please follow the directive intent of all signs!

## 14. ENVIRONMENTAL REGULATIONS

Bilgewater may not be drained on the quayside.

Only clean ballast water may be pumped into the docks.

Rinsing water from decks, holds, tanks or any other water contaminated with cargo residues may not be pumped into the docks.

All product spills need to be immediately reported to the terminal management.

## 15. PRODUCT ACCEPTATION AND SAFE HANDLING

The Master shall be able to provide the (M)SDS of the dry bulk cargo to be unloaded. This information:

- may be provided as a document or, with the agreement of the stevedore, by EDP or EDI techniques
- has to be recent and complete (16 columns)

Based on the information in the IMSBC code the Master should inform the stevedore if specific safety problems during handling of the cargo can be expected, such as:

- possibility of caking of the product (formation of hanging-over cargo)
- possibility of dangerous reaction with water (development of toxic gases, e.g. hydrogen, carbon monoxide, phosphine, arsine,...) and the obligation to close the hatches during rainfall.

## 16. Personal Protective Equipment (PPE)

All people present in the vicinity of loading/unloading operations have to wear the mandatory protective equipment (hard hat, fluo-reflective clothing and if dust is formed suitable respiratory protection and/or eye protection).

## 17. Ship/Shore Safety Checklist for loading or unloading dry bulk cargo carriers

The Master and the terminal manager, or their representatives, should complete the checklist jointly.

The safety of operations requires that all questions should be answered affirmatively and the boxes ticked. If this is not possible, the reason should be given, and agreement reached upon precautions to be taken between ship and terminal. If a question is considered to be not applicable write “N/A”, explaining why if appropriate.

**Ships calling at the port of Antwerp must comply with these safety rules.**

Signature Master or Officer in charge

Date, time

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