

JOINT COMMITTEE FOR SAFETY AND HEALTH
AT THE PORT OF ANTWERP
Brouwersvliet 33 bus 7
2000 ANTWERP 1

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MESSAGE TO THE MASTER

TO THE MASTER OF THE MS DATE:

The Master calling at the port of Antwerp

- must be aware that only local stevedores are allowed to handle cargo or perform cargo lashing.
- must adhere to the following safety rules:

1. MOORING ARRANGEMENTS

Moorings 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. Fire mooring wires have to be used for tankers.

2. ACCESS TO SHIP

The access to the ship and deck 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
- have a maximum angle of 45° and a minimum angle of 30° to the horizontal

It's the ship's liability to provide a safe and lighted access to adjacent barges. Rope ladders with round rungs are forbidden.

For tidal gangways, see article 21.

3. CONDITION OF WORKING and WALKING AREAS

The working areas in holds, and at other locations, and all passages and walkways need to be free from obstacles and may not be slippery (e.g. free of grease, ice or snow,...) to permit safe operations. Existing obstacles or tripping hazards should be identified and marked.

4. LIGHTING ON BOARD

The lighting on board, in the manholes, and in the holds must enable the operations to be carried out in safe conditions. If necessary, the vessel has to supply additional lighting. A minimum of 50 lux has to be provided.

All electrical parts of the work lighting must be in good condition, so that the stevedores aren't exposed to electrical hazards.

5. SAFE ACCESS TO HOLDS AND THEIR ACCESS ROUTES

The loading/unloading plan needs to indicate the holds and their access routes in which the stevedores / coopers have to work.

In case the present cargo or the previous load could cause a possible dangerous atmosphere, according to the IMO resolution A.1050 (27), dockers may only enter the hold or their access stairways after verification (using calibrated equipment) and clearance (ESEP – Enclosed Space Entry Permit) of the space by the Master. This working permit has to be signed by the Master and presented to Terminal Management as evidence. The involved cargo characteristics have to be communicated to Terminal Management in advance of the start of onboard activities by stevedores. Terminal management may order additional measurements.

When entry of certain hatches or access routes is not permitted, this has to be visually indicated by use of prohibition signs. Access has to be made impossible by installing physical barriers.

Entry of hatches will never be allowed if:

- They are not needed for the execution of the operations.
- Access equipment and surroundings create additional risks e.g. damaged ladders, platforms or gratings; poor housekeeping; insufficient lighting and ventilation, ...

Open manhole covers must be secured against closure.

A fumigated cargo transport unit shall be marked according the standard warning marks, affixed at each access point in a location where it will be easily seen by persons opening or entering the unit (cargo transport unit, cargo holds, ...).

6. HATCH COVERS

Hatch covers are only be opened by crew-members.

At all times, before opening hatches, all lose objects or remaining twistlocks must be removed from the hatch cover. During opening, it must be checked that the hatch covers cannot come in contact with 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. Only on instruction of Terminal Management, respecting special conditions, it is permitted to perform lashing-activities in unopened hatches. Always provide sufficient lighting and ventilation.

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

Hatch stoppers have to be used.

7. POSITION SIGNAL PERSON

Platforms or other locations should be made available so that the signal person has always an overview of the trajectory of the loads handled by the crane.

These positions should be easily accessible, not pose any risk due to falling from heights or falling overboard, nor standing under trajectory of the load.

8. SHIPS LIFTING EQUIPMENT

It is the responsibility of the vessel to check if the lifting appliances and/or cranes are in good and safe condition prior and yearly inspected according to the legal requirements. On request, inspection reports must be presented to Terminal Operations.

All board crane-operations should on forehand be agreed with the stevedores responsible to avoid that a sudden movement of the ship can negatively influence the safety of the stevedores.

The ships elevator can only be used, either by dockers or ships personnel, when there is no danger for anyone working in the vicinity. If used by dockers, adequate operational procedures have to be provided by the vessels crew.

9. LASHING MATERIAL

Lashing material (turnbuckles, lashing bars, twistlocks and chains,...) must be kept and maintained in a good condition. Lashing material has to be put aside upon ships arrival in order to keep walkways safe. It is the responsibility of the vessel to provide sufficient lashing gear. The lashing material has to be available at the bays where the containers have to be lashed.

10. LASHING POSITIONS OF CONTAINERS

The coopers always need to be able to (un)lash containers from a safe position.

If any difficulties concerning detaching the lashing material are expected, the coopers must be informed in advance.

11. FIRE AND EXPLOSION HAZARDS

Open fire aboard is forbidden.

Any on board activities or repairs involving “Hot Work” such as welding, soldering, cutting, etc. is only permitted when all safety precautions against fire and explosion are taken. A HOT WORK permit obtained at the Harbour Authorities must be available. The terminal management has to be informed.

12. RESTRICTED AND HIGH RISK AREAS

Restricted and high risk areas must be clearly marked. These include at least :

- open hatches and manholes
- places with unexpected fall hazards
- places with a risk of overhead loads
- fumigated areas and surroundings

13. PRE OPERATIONS CONSULTATION

Before starting operations, consultation between Master and/or ships’ officers, the terminal manager (or supervisor), the supercargo (if applicable) and the chief-foreman has to take place, regarding:

- the use of the ships crane(s) while stevedores are working on board
- the location of bulk cargo to be loaded/unloaded (if applicable)
- the safe manner of loading/unloading
- the weight and distribution of the cargo load allowed on each deck
- any hatch or dust cover of holds, on which it is forbidden to place a bulldozer, bobcat or other heavy equipment
- any other specific risk on board.

14. THE STABILITY OF THE SHIP HAS TO BE GUARANTEED AT ALL TIMES

15. 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 (and vice versa) a detailed list stating:

- name of the visitor

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

16. TRAFFIC ON TERMINAL

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

Traffic and other directive signs have to be respected

17. ENVIRONMENTAL REGULATIONS

Bilge water may not be drained on the quayside.

Only clean ballast water may be pumped into the docks. Actions should be in compliance with The Ballast Water Management convention (8 September 2017).

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.

18. PERSONAL PROTECTIVE EQUIPMENT (PPE)

All people present in the vicinity of loading/unloading operations have to wear the mandatory protective equipment (hard hat, safety shoes, working gloves, fluo-reflective clothing

19. PRODUCT ACCEPTATION AND SAFE HANDLING

The Master shall provide the (M)SDS of the dry bulk cargo to be unloaded or any other document or information concerning the risk of the cargo the ship contains.

Such as e.g.

- 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.

The provided information has to be actual and complete. Accordingly, measures have to be taken to be in compliance with the IMO Resolution A.1050.

20. DRY BULK CARGO CARRIERS: SHIP/SHORE SAFETY CHECKLIST FOR LOADING OR UNLOADING

The checklist to be used is published in de IMSBC – IMO code or a similar provided by the Terminal management

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.

21.SHIPS ON THE RIVER SCHELDT QUAYS: SAFE ACCESS

Due to the tidal movements and special construction of the quay-wall at some of the River Scheldt-quays, the use of the vessels gangway is sometimes impossible. In this case a special gangway is provided by the stevedore. Nevertheless it is still the responsibility of the Master to ensure a safe access.

Please find below a list of the responsibilities of the master in this case.

1. A suitable supporting place must be assigned by the ship.
2. The gangway must be attached by the crew at suitable anchoring points.
3. Any opening through which a person may fall shall be fitted with secure guards or fencing to a height of at least 1 m.
4. A safety net should be mounted where a person may fall between the ship and the quay.
5. Where necessary a bulwark ladder must be provided and securely rigged.
6. A life-buoy must be provided at the point of access aboard the ship.
7. There must be sufficient lighting at the access equipment and the immediate approaches.
8. Judicious positioning, fixation and adjustments of the gangway must be executed and controlled permanently.
9. Mooring on automatic winches solely is not allowed. Sufficient lines to keep the vessel properly moored should be belayed on bollards at all times, or, when fitted on drums, with the brake on and the winch disengaged.

Emergency contact person & phone number:

Ship :

Terminal :

I hereby confirm that I have read and understood the safety rules and will handle accordingly: the ship will comply with these safety rules.

Signature Master or Officer in charge

Date, time

Remark: signed copy to be handed over to Terminal manager.