



PRE-ARRIVAL GENERAL INFORMATION

GANGWAY ACCESS

- The gangway is to be supported at the top and must not be resting on the wharf
- The gangway will be securely connected to a brow (brow is supplied by terminal)
- Rig gangways with safety nets at handrail height and on the gangway underside to reduce the risk of a person falling. Rigging work is not permitted while under pilotage
- Utilise a 'secondary support' that can hold the weight of the gangway should the main gangway support fail. The secondary support may utilise the stores crane, a strong wire\rope tied on a secure fixture, a purpose-built device or other solution as determined by the vessel
- The main gangway support should take the weight of the gangway, not the secondary support
- Terminal personnel will not access the vessel until a secondary support is fitted, so if the secondary support is not rigged before entry commencement of loading will be delayed
- The secondary support may be temporarily removed upon the approval of the Terminal Representative. Access between the vessel and shore shall be suspended until the secondary support is reinstalled



PERSONAL PROTECTIVE EQUIPMENT (PPE)

Minimum PPE to be worn whilst accessing wharf areas is:

- Safety helmet
- Eye protection
- Steel Cap Enclosed footwear
- Long sleeve shirt and long trousers
- High-visibility safety vest or clothing
- Personal floatation devices (lifejackets) to be worn when accessing the gangway and wharf apron area
- Any other safety equipment that may be required in the area being visited or as directed by a PWCS employee



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VESSEL MANOMETER REQUIREMENTS

- Coal ships visiting the Port of Newcastle are not to utilise rope ladders for reading draught marks
- Vessels are required to have a functioning and accurate manometer to determine the list of the vessel and hence calculate the outboard midship draught by reference to the wharf side reading
- Marine surveyors will utilise a remotely viewed camera to read the outboard midship draught marks
- The following are suggested design criteria for a manometer to work correctly and provide accurate readings:
 - o Clear plastic tubing with wall thickness of 1.5mm or more to prevent collapsing
 - o Tubing internal diameter should be between 5mm & 10mm
 - o Overall length of tube must be a minimum beam plus 4m to allow for camber and sufficient upright length (1.5m to 2m)
 - o The tube when run across the deck must have no kinks or be constrained in any way
 - o The uprights must be made fast to the ship's rails – full beam of vessel
 - o Food colouring should be added to the filling water for easy reading and bubble checking
 - o Upright graduations must be on a calibrated steel ruler and not hand markings
 - o Rulers on each side must be placed with zero mark on the deck
 - o The coloured water must be siphoned into the tube so that there are NO bubbles
 - o The water level at each side should be more than 1.2m for easy reading and above the deck camber
 - o Tube ends should be open to allow air flow. If valves are fitted, they must be opened

GENERAL SECURITY ACCESS

- Follow all PWCS safety policies and wear PPE. Crew can leave PPE at terminal security gates
- Ride from ship to entry gate by accredited vehicle only – NO WALKING
- Pick up and drop off must be from the Vessel



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