

Approved By		Custodian (position)
General Manager		Senior HSE Officer
TRAFFIC MANAGEMENT PLAN (TMP) - SUMMARY		

1.0 DEFINITIONS

- Port Entrance Command Centre (PECC) – First point of entry to the Port facility.
- Port Main Entrance (PME) – Central access gate to the Port main dock.
- Port North Entrance (PNE) – Access gate at the northern end of the main dock.
- Port South Entrance (PSE) – Access gate at the northern end of the main dock.
- Port Open Storage Entrance (POSE) – Access (with barrier) to open storage yard and southern dock extension.
- Port Operational Areas (POAs) – Port main dock, south dock, open storage area and Shipwright building.
- ChagTerms Main Car Park (CMCP) – Marked area (atop hill) east of the ChagTerms main office

2.0- PEDESTRIAN TRAFFIC

The following procedures apply to all personnel; employees, contractors and visitors, when traversing the facility to ensure their safety.

- All persons are required to check in with security at the PECC and PME before entering and exiting
- Persons are mandated/ required to utilize the marked designated pedestrian walkways on entry and while mobilizing to their particular destination
- Persons are mandated/ required to utilize the marked designated pedestrian crossings when mobilizing across a particular roadway en-route to their destination
- All personnel must exercise due care and attention when mobilizing onsite
- Loitering/ unauthorized assembly is not allowed at designated walkways to ensure these pathways are available at all times to pedestrians.
- Area specific standard PPE is required when mobilizing along pedestrian walkways and crossings within that particular area

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3.0- VEHICLE/ MOBILE EQUIPMENT TRAFFIC

The following procedures apply to all vehicles and mobile equipment operated by employees, contractors and visitors on the facility to ensure their safety and that of others.

Parking Zones

All vehicles shall park in the areas designated for parking as illustrated in the site layout attached. Such areas include but are not limited to :-

- CrewsInn’s Layby Area
- ChagTerms Main Car Park

Only persons authorized by the Port General Manager, Accountant, Operations Coordinator or Snr HSE Officer will be allowed vehicle access for parking beyond the Port Entrance Command Centre and within the precincts of the Port. Mandatory **reverse** parking within the compound will also be required in all parking zones identified above.

Parking Authorizations

- For Visitors
 - Vehicle access past the PECC must be requested in advance from the Port Administrative Office. Approval is granted by the Port General Manager, Accountant, Operations Coordinator or Snr HSE Officer.
- For Visitors (over 2 hrs)
 - Parking will be permitted in CrewsInn’s Layby Area
- For Tenants
 - Restricted parking as per contractual terms will be permitted in the CMCP
 - All other tenants will be permitted parking in CrewsInn’s Layby Area.
- For Boatyard Clients
 - Restricted parking will be permitted in the CMCP
 - All other boatyard clients will be permitted parking in the CrewsInn’s Layby Area

No Parking Zones

1. In front of any exit/entrance routes or in front of any warning signs
2. In areas obstructing vehicular or other equipment movements
3. Within pedestrian crossings, which **MUST** be kept clear
4. Open area at the Haulout Well

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Restricted Parking Zones

Parking is **strictly** prohibited for the following areas **unless authorized**:

1. Operational areas such as on the quayside or in the storage yards
2. Alongside the Main Admin Building of the Port
3. Within the Shipwright Building

Procedure For Entry To Port Facility

Vehicles entering the port facility are required to stop at the PECC and await authorization to enter the Port from the Administration Office. For cargo vehicles, authorization must also be obtained from the Customs Chaguaramas Office.

Authorization will be provided via the preapproved listing from ChagTerms management and individually for non-listed companies or personnel.

Procedure For Entering/ Exiting Port Operational Areas (POAs)

****An operational area is any area within our main dock, south dock, open storage facilities and Shipwright building****

- Only vehicles authorized by the Port Administration Office or vehicles delivering/receiving cargo on behalf of commercial clients are permitted entry into operational areas. All vehicles granted permission to enter are required to continue at a **speed not exceeding 10km/hr** towards their destination inside the Port compound. Any vehicle found in areas other than their authorized destination will be escorted off the Port and may even risk denied re-entry.
- Vehicles granted permission are to conduct their business and exit the operational area with immediate effect. No loitering of drivers, lorry men nor passengers will be allowed within the designated operational areas.
- If permission is granted to park within an operational area for a specific purpose (work vehicles, service vehicles, inspection vehicles, regulatory authority vehicles), parking should **ONLY** be in the area temporarily assigned.
- All drivers, lorry men and/or passengers are required to wear **FULL PPE** once allowed within an operational area.

Note: All vehicles entering and exiting the Port are subject to searches in accordance with the respective MARSEC Level being recognized by the Port at the specific point in time.