



HTA Terminal Antwerp Behaviour rules for users

The Hupac Group manages terminals for rail-road transshipment in Basel, Aarau, Chiasso, Busto Arsizio, Antwerp, Piacenza, Novara, Singen and Pordenone.

Inside an intermodal terminal cranes, trucks and trains can be working simultaneously. Here below you will find some information regarding the possible risks for terminal users and visitors as well as the prevention of accidents.

The correct observance of the rules will guarantee safe operation inside the terminal.



Sources of danger at the terminals

- > Movement of heavy and light road vehicles (lorries, motorcars and other machinery)
- > Crane operation / suspended loads
- > Train shunting
- > Operating staff on foot or by bike
- > Containers for dangerous goods transportation (ADR regulations)
- > In case of heavy winds terminal operations can be stopped for safety reason: Blinking light signals under the crane cabine indicate the wind speed
Green blinking: 18m/s heavy winds
Orange blinking: 22m/s Crane operations stopped for safety reasons

These sources of danger arise from the terminal activity and involve the whole terminal area.

In case of an emergency

In case of danger the following rules must be followed:

- > Keep calm
- > Give the alarm and inform the staff accordingly
- > Go away immediately from the source of danger, following the indications given by the authorized operating staff
- > Reach the indicated meeting point near the main entrance
- > Emergency exits created in the terminal stacking zone can be used for emergency escape/evacuation

Responsibility for accidents and damage

Hupac and their representatives disclaim all responsibility related to events and accidents leading to injury or damage inside the terminal, in case these have been caused by the non-observance of the behaviour rules and by the violation of the obligations and prohibitions mentioned here below. Hupac and their representatives reserves also the right to take legal steps against who should cause damage to the structures, to the equipments and to the machines as a consequence of the non-fulfilment of the mentioned rules, obligations and prohibitions.

The vehicles entering the terminal must be in perfect technical conditions, in conformity with the traffic rules and transport regulations

Personal protective clothing

All drivers present at the terminal must wear the following protective clothing:

- > protective helmet in the terminal
- > clothes or waistcoats with cat's eye stripes
- > safety shoes (if working in the terminal)
- > safety gloves while opening or closing twist locks



To do

Not to do

Terminal entrance area

- > Follow the instructions of the checker and wait to enter for administrative check till the unit has been controlled.
- > Seatbelt fastened is mandatory when entering the terminal
- > Turn your engine off and wait in your cab until it is time for your entrance control to be completed
- > Use the pedestrian walkways and wear your H-viz clothing to check in at the counter with the necessary documentation
- > Driver must check in with ALFAPASS or ID card identification at the desk in order to enter the terminal.
- > Pay attention to the movement of pedestrians, motorcars and lorries
- > Unlock twist locks before entering the terminal
- > Reduce noise to a minimum, in particular the use of the horn
- > Reverse driving and U-turn not allowed
- > In case of leakage driver must notify at all times terminal staff and follow instructions.
- > UTI's non conform for rail transport (including RID-ADR conformity), technical problems, damaged or missing documents cannot be accepted in the terminal and on our train network.

Loading and unloading area

- > Follow the instructions given by the operating staff.
- > Enter terminal with ALFAPASS batching or ENTERANCE CODE at the terminal barrier, in case of refusal use intercom to communicate to the staff.
- > Adhere to the speed limit of 20 km/h (10 km/h in turns) and respect the lane limits (random mobile speed controls can be performed).
- > Pay attention to any possible obstacles and container protrusions.
- > Do not pass a vehicle if piggy bag operations are in progress.
- > Stop the vehicle for pick up at the point indicated on the monitor in the administrative check-in mall and wait on instructions of the staff.
- > Turn your engine off while waiting and apply the handbrake.
- > Mind approaching trucks before getting down from the cab.
- > Wear your H-viz clothing and helmet.
- > Then stand in front of your cab on the right side waiting to be handled (see picture on the right).
- > Stop your truck before using your mobile phone.
- > We appreciate the reporting of any incidents, near misses, at risk situations and behaviours.
- > Reverse drive not allowed.

Terminal exit area

- > Use foreseen parking area located at the roundabout between the exit barriers for arrangements before leaving the terminal.
- > Use your registered ALFAPASS or RECEIVED CODE at the exit barrier of the terminal , in case of refusal use the intercom to communicate to the staff.
- > Lock twistlocks in parking exit area.
- > No stop or parking allowed on Muisbroeklaan.

- > Do not walk around on the terminal and in the stacking area.
- > Do not drive/stop under suspended loads
- > **Do not pass when:**
 - > Truckers are getting down from their cab
 - > Trucks are being serviced by the crane
 - > Drivers are locking twistlocks
 - > The crane is handling units next to the passing lane
- > Do not stand next to the train or tracks during shunting
- > Do not cross the tracks or get into railcars
- > Do not enter the terminal without authorization
- > Do not litter
- > Do not smoke in the terminal area
- > Do not use open flames or any equipment which could originate a source of heat
- > Do not handle dangerous goods or open vehicles / containers
- > Do not reverse but drive around
- > Do not read documents not connected to own transport
- > Do not make movies or pictures
- > Do not use alcohol and drugs
- > Do not use mobile phone while driving in the terminal

The image shows the correct position of the driver: he should be in front of his truck.



Name and surname (Block letters), Date
Signature

Contact

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