

Behaviour rules for terminal users

Sources of danger at the terminals

Movement of heavy and light road vehicles (lorries, reachstackers, motorcars and other machinery)

- ▶ Crane operation
- ▶ Train shunting
- ▶ Operating staff on foot or by bike
- ▶ Containers for dangerous goods transportation (ADR/RID regulations)
- ▶ Suspended loads These sources of danger arise from the terminal activity and involve the whole terminal area

Behaviour rules 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

Follow the instructions of the person in charge

Personal protective clothing

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

clothes or waistcoats with cat's eye stripes

Behaviour rules

Terminal entrance area

Check in at the counter with the necessary documentation

Pay attention to the movement of pedestrians, motorcars and lorries

Keep the speed of vehicles within the limit of 20 km/h or according to existing indications

During the crossing on foot of the terminal entrance and exit areas, pay maximum attention to the movement of the vehicles and signal your presence

Loading and unloading area

Follow the instructions given by the operating staff

Keep the speed of vehicles within the limit of 20 km/h or according to existing indications

Pay attention to suspended loads

Pay attention to any possible obstacles and container protrusions

Pay attention to the train shunting

Pay attention to the transit of motor vehicles

Pay attention to the crane operation

Observe the prescriptions of the warning signs installed on the terminal.

In case of standstill, turn the engine off

Prohibitions

- Enter the terminal without authorization
- Stop under cranes with suspended loads
- Walk in areas different from the loading and unloading areas (near the vehicle)
- Cross the tracks while a train is moving
- Get on the railway wagons if not authorized
- Throw paper, plastic, bottles or any other material which could cause damage or be harmful to the environment
- Handle dangerous goods or open vehicles/containers
- Use a mobile phone whilst driving
- It's not allowed to take pictures or to film without the permission of the person in charge of the Terminal
- Throw or diffuse solid or liquid substances in the manholes, shafts or grids

Prescriptions

Follow the instructions given by the operating staff

- ▶ Keep the speed of vehicles within the limit of 20 km/h or according to existing indications
- ▶ Make sure of the total absence of railway activities before crossing the track
- ▶ During the handling of the trains, stay at a minimum distance of 2 m from the tracks and wait for instructions of the authorized operating staff
- ▶ Pay attention to the crane operation
- ▶ Notify your presence to the operating staff vocally or with signal lights
- ▶ Stop the vehicle in proximity of the cranes and wait for the instructions of the operating staff
- ▶ During the handling phases (loading and unloading) keep the vehicles stationary by applying locking brakes, and wait for the authorisation to move of the operating staff
- ▶ The vehicles in the terminal must be in perfect technical conditions, in conformity with the rules regarding the traffic and transport regulations
- ▶ Fasten the containers at the chassis only when the crane operations were finished