PORT OF CHENNAI

ISO 9001:2008 & ISPS COMPLIANT
RAJAJI SALAI, CHENNAI – 600 001

HANDLING OF
IMDG CLASS-I (COMMERCIAL) CARGO STUFFED IN FREIGHT CONTAINERS
AT CHENNAI PORT TRUST

STANDARD OPERATING PROCEDURE (SOP)

(March 2017)
# INDEX

## CONTENTS

<table>
<thead>
<tr>
<th>Section</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Preamble</td>
<td>3</td>
</tr>
<tr>
<td>1 Introduction</td>
<td>3</td>
</tr>
<tr>
<td>2 Inspection before Loading/Stuffing into the Container</td>
<td>4</td>
</tr>
<tr>
<td>3 Dangerous Goods Classification and Guidelines</td>
<td>6</td>
</tr>
<tr>
<td>4 Conditions relating to IMDG Class-1 (Commercial) Cargo Stuffed in Freight Containers on the Berth or Anchorage</td>
<td>8</td>
</tr>
<tr>
<td>5 Emergency Procedures</td>
<td>10</td>
</tr>
<tr>
<td>6 Properties of IMDG Class-1 (Commercial) Cargo Stuffed in Freight Containers</td>
<td>11</td>
</tr>
<tr>
<td>7 Requirements for IMDG Class-1 (Commercial) Cargo Stuffed in Freight Containers</td>
<td>11</td>
</tr>
<tr>
<td>8 Conditions relating to Handling of IMDG Class-1 (Commercial) Cargo Stuffed in Freight Containers</td>
<td>12</td>
</tr>
<tr>
<td>9 Road Transport in Port Area</td>
<td>14</td>
</tr>
<tr>
<td>10 Security Plans and Requirement</td>
<td>15</td>
</tr>
<tr>
<td>11 Stevedoring</td>
<td>16</td>
</tr>
<tr>
<td>12 Training Requirement</td>
<td>17</td>
</tr>
<tr>
<td>13 Loading of Shipping Containers on to the Vessel</td>
<td>18</td>
</tr>
<tr>
<td>14 Standing Instruction for Loading/Discharging of IMDG Class-1 (Commercial) Cargo Stuffed Cargo in Freight Containers</td>
<td>18</td>
</tr>
</tbody>
</table>
PREAMBLE

This document covers the operations associated with the safe import and export of IMDG Class -1 (Commercial) cargo stuffed in freight containers through Chennai Port Trust, Chennai. Unless specifically mentioned otherwise these procedures shall apply to IMDG Class -1 (Commercial) cargo stuffed in freight containers handled at any nominated wharf at Chennai Port.

In order to appreciate the reasons for the practices adopted to ensure safety in the handling of IMDG Class - 1 (Commercial) cargo stuffed in freight containers, all personnel shall be familiar with the properties of IMDG Class - 1 (Commercial) cargo stuffed in freight containers.

All IMDG Class -1 (Commercial) cargo products to be shipped through Chennai Port Trust will be fully tested and in approved IMDG packing. To eliminate the risk of fire and explosion when loading or discharging and handling IMDG Class - 1 (Commercial) cargo stuffed in freight containers, it is necessary to avoid a source of ignition and materials which support combustion being present in the same place at the same time.

1.1 INTRODUCTION

1.1.1 These procedures shall apply to the packing and handling of IMDG Class-1 (Commercial) cargo stuffed in freight containers at manufacturers place/transportation and handling of Port area.

1.1.2 These procedures are based on IMO recommendations on the Safe Transport of Dangerous Cargos and Convention on Safe Containers of CSC 1972 standards, ISO 6346 standard and IMDG Regulations for Freight Containers, which cover port safety related activities of the Port Safety Manual and latest edition of IMDG Code.

1.2 Requirements of Freight Containers for IMDG Class -1 (Commercial) Cargo

1.2.1 The Class-1 IMO container shall be 20 feet sea worthy, with valid CSC 1972 standards plate and in compliance with IMDG regulations. IMDG Class -1 (Commercial) cargo stuffed in freight containers shall be transported by trucks approved / licensed under the Explosives Rules, 2008.

1.2.2 These procedures shall apply to handling of IMDG Class -1 (Commercial) cargo stuffed in freight containers at Chennai Port.

1.2.3 These procedures are based on IMO recommendations on the Safe Transport of Dangerous Cargos and Related Activities in Port Areas 2007 Edition.

1.3 CSC Approved 20 Feet Containers
1.3.1 The serial number identifies an individual container and is cross referenced with the seventh digit (check digit) providing a means of validating the recording and/or transmission accuracy of the data.

Example (theoretical-for a container): CSQU 3054383

```
CSQU3054383
```

1.3.2 All shipments of IMDG Class - 1 (Commercial) cargo stuffed in freight containers shall be approved by MMD.

1.3.3 Freight containers shall not be loaded above their rated loading capacity.

1.3.4 A responsible person of the cargo owner or an independent surveyor shall inspect each container prior to loading to ensure that the freight container is in good condition and thoroughly clean and there are no projections which could tear packages or bags. Container stuffing certificate is to be given by authorized surveyor.

2. **INSPECTION BEFORE LOADING/STUFFING INTO THE CONTAINER**

The freight containers are of CSC approved standard and shall be inspected by a surveyor who certifies the fitness of the container.

a) **Outside of Container**

1. No holes or cracks in walls, roof, side, or bottom.
2. Doors operate properly.
3. No adhesive labels from the previous cargo, e.g. IMO placards.

b) **Inside of Container**

Enter container, close both doors tightly and look for incoming light (e.g. through cracks, holes, door gaskets, etc.). Container interior is absolutely dry (Wipe any condensation or white frost in order to avoid corrosion and moisture damaging the cargo). Container is clean, free of cargo residues and neutral in order and no odour. No nails or other protrusions which could damage the cargo.
c) **Inspection after Loading/Stuffing the Container**

1) The container is packed appropriately for the cargo, and anticipated transit stresses on the container.
2) A copy of the packing list is placed in a highly visible location inside the container (for Customs inspections).
3) The doors are carefully closed and closures secured with metal and other seals in order to reduce the risk of theft (record the seal number).
4) Old adhesive labels shall be removed.
5) The stacking shall be adequately layered with 12mm ply wood for weight distribution of stuffing inside containers.

d) As per IMO, IMDG Class-1 (Commercial) cargo are to be transported only in 20 feet containers and these containers have to be inner-lined with "12mm ply wood sheet" with the support of the reapers and the ply wood sheets are firmly fixed with the non-ferrous / non-sparking metals (i.e. nails / screws).

e) 12mm plywood board / bulk head is also to be used for shocking prior to closing of the door to prevent any boxes falling off during customs inspection or at the discharge port.

f) All containers used for the carriage of IMDG Class-1 (Commercial) cargo shall be labelled and placarded in accordance with the IMDG standards.

g) The containers shall be sealed properly and the seal details documented on the Customs and other documentation.

h) When import containers are opened for quarantine inspection the transport and Customs documentation shall note the change of seal and the unique identification of the new seal.

i) For factory stuffed containers and for their transport from IMDG Class-1 (Commercial) cargo factory/magazine to Chennai Port, all safe and mandatory provisions under the Explosives Rules, 2008, shall be adhered to. Each truck on all four sides display the “Emergency Information Panel”.

j) Consignment of detonators (Class 6, Div.3) shall not be stuffed in freight containers along with Class 3 or Class 2 explosives as defined under Schedule-1 to the Explosives Rules, 2008.

k) The truck(s) carrying IMDG Class-1 cargo shall be approved/licensed under the Explosives Rules, 2008, and the truck(s) shall be tracked by GPS or any other effective mechanism.
3. DANGEROUS GOODS CLASSIFICATION & GUIDELINES

3.1 Class-I Explosives

<table>
<thead>
<tr>
<th>Division: 1.1</th>
<th>Division: 1.2</th>
<th>Division: 1.3</th>
<th>Division: 1.4</th>
<th>Division: 1.5</th>
<th>Division: 1.6</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mass explosion hazard</td>
<td>Minor explosion hazard</td>
<td>No significant hazard</td>
<td>Very insensitive with a mass explosion hazard</td>
<td>Extremely insensitive with no mass explosion hazard</td>
<td></td>
</tr>
</tbody>
</table>

Sub-Division of Class I Explosives:

1.1 Explosives with a mass explosion hazard
1.2 Explosives with a severe projection hazard
1.3 Explosives with a fire, blast or projection hazard but not a mass explosion hazard
1.4 Minor fire or projection hazard (includes ammunition and most consumer fireworks)
1.5 An insensitive substance with a mass explosion hazard (explosion similar to 1.1)
1.6 Extremely insensitive articles

3.2 Arrangements for Handling IMDG Class-I (Commercial) cargo stuffed in freight containers

3.2.1 The cargo owner shall notify the Harbour Master / Deputy Conservator of the intention to convey, load or unload IMDG Class-I (Commercial) stuffed in freight containers and such notification shall be given on a normal working day at least 72 hours before the proposed operation and at least before twelve (12) noon if the day on which the notice is required is a Friday or a day before a public holiday.

3.2.2 The cargo owner shall provide the Dangerous Goods Regulatory Authority with any quality certificates required by the Regulator.

3.2.3 A copy of these procedures and appendices shall be handed over to the Chief Officer of the vessel before handling of IMDG Class-I (Commercial) cargo stuffed in freight containers commences.
3.2.4 The regulations to be observed by all drivers while handling IMDG Class -1 (Commercial) cargo stuffed in freight containers in the Port area are outlined in Section 9: Road Transport in Port Area.

3.2.5 The vessel should not be worked if the Port is closed to traffic owing to adverse weather conditions. The vessel should not be worked during thunderstorms.

3.3 Conditions relating to IMDG Class 1 (Commercial) cargo on the vessel

3.3.1 The total quantity of IMDG Class-1 (Commercial) cargo carried on a berthed vessel shall not exceed 1500 MT (NEQ) (Net Explosive Quantity). Maximum loading on each voyage from Chennai Port shall be restricted to 500 MT (NEQ).

3.3.2 The packaging of IMDG Class-1 (Commercial) cargo stuffed in freight containers shall conform to the requirements of the current edition of the current UN guidelines and certified by the Indian Institute of Packaging (IIP).

3.3.3 The IMDG Class 1 (Commercial) cargo stuffed in freight containers shall be stowed in the vessel in a manner approved by the relevant Mercantile Marine Department (MMD) and in strict conformity to the stowage provisions of the IMDG Code, ship's policy of shipper to ensure compliance to the IMDG and SOLAS standards.

3.3.4 Immediately after a vessel carrying IMDG Class -1 (Commercial) cargo or on which IMDG Class -1 (Commercial) cargo stuffed in freight containers is to be loaded, has been berthed or anchored, steel wire hawsers sufficiently strong to have the vessel towed away from the berth or anchorage shall be placed over the fore and aft ends of the vessel. The hawsers shall so remain while the vessel is alongside the berth or anchorage and shall be tended and adjusted to meet the changes in the draft of the vessel.

3.3.5 The vessel's engines and auxiliary gear are to be available for the immediate movement of the vessel, if required.

3.3.6 The vessel's fire fighting facilities are to be kept in readiness throughout the handling operations with hoses run out.

3.3.7 The vessel shall be positioned to allow quickest access to sea in case of an emergency.

3.3.8 No bunkering shall be permitted during the handling of IMDG Class -1 (Commercial) cargo stuffed in freight containers or while hatches of cargo spaces containing IMDG Class-1 (Commercial) cargo are open. Due precautions are to be adhered to during bunkering operations at other times in accordance with procedures laid down in Annex-3 of the IMO recommendations on the Safe Transport of Dangerous Cargos.
3.3.9. The vessel shall exhibit visual signs by day and night to indicate Dangerous Goods are being handled on board:
   a) by day, flag B of the International Code of Signals
   b) by night, an all round fixed red light

3.3.10. The vessel shall consider having a pilot and/or tug on standby for assistance in case of an emergency.

4. CONDITIONS RELATING TO IMDG CLASS -1 (COMMERCIAL) CARGO ON THE BERTH (DESIGNATED HANDLING AREA) OR ANCHORAGE

4.1. Before the commencement of any operation the master, owner or agent of the vessel shall furnish to the Harbour Master / Deputy Conservator in writing the name of the person (nodal officer) who shall be in charge of the handling of IMDG Class -1 (Commercial) cargo stuffed in freight containers.

4.2. Cargo owner shall issue notice to Chennai Port 72 hours prior to the commencement of the operations at the berth.

4.3. Notices shall be displayed prominently in the area of handling operations bearing the words 'Danger - No Smoking - No Naked Lights'. Designated smoking areas should be assigned with appropriate signage.

4.4. The IMDG Class -1 (Commercial) cargo stuffed in freight containers shall be loaded or discharged as soon as practicable after arrival at the berth or anchorage.

4.5. Work on other holds shall not be permitted while the holds containing IMDG Class -1 (Commercial) cargo are open.

4.6. Vehicle movements on the berth shall be arranged as a one-way traffic flow.

4.7. The berth shall be thoroughly cleaned free of all combustible dust and debris prior to the handling of IMDG Class -1 (Commercial) cargo stuffed in freight containers.

4.8. No other dangerous goods or oil or combustible substances shall be permitted within twelve (12) metres of the designated berth or anchorage handling area while IMDG Class -1 (Commercial) cargo stuffed in freight containers is being handled.

4.9. No greater quantity of IMDG Class -1 (Commercial) cargo stuffed in freight containers shall be placed within the berth or anchorage handling area than can be handled in four hours with the means of transport available for this purpose.

4.10. IMDG Class -1 (Commercial) cargo contained in bags or cases shall not be handled on wet surfaces or during rain in any circumstances where the bags or cases are liable to be wetted.
4.11. No hand hooks shall be used for handling IMDG Class -I (Commercial) cargo in bags or cases.

4.13. Any broken package received at the berth/anchorage deemed unfit for shipment shall be replaced by packaging in good condition for return to the plant.

4.14. For import shipments, after the IMDG Class -I (Commercial) cargo stuffed in freight containers has been removed from the vessel and the hold or holds in which the IMDG Class -I (Commercial) cargo stuffed in freight containers were carried have been thoroughly cleaned free from any spillage, and a report in writing shall be made by the Master, owner or agent of the vessel to the Harbour Master that the holds are clean.

4.15. The cargo owner shall ensure that a telephone is available on the berth for direct contact with the factory and emergency services.

4.16. The cargo owner shall provide a two-way radio facility or portable telephone on the berth for direct contact with the receiving/dispatching warehouse.

4.17. The cargo owner shall notify the Fire Brigade in advance of the commencement of each IMDG Class -I (Commercial) cargo handling operation.

4.18. The cargo owner shall erect on the berth a notice board indicating the procedure to be adopted in the event of a fire. These procedures are to be made known to all persons working on the berth.

4.19. The Berth shall be declared to be a “Restricted Area” for the duration of the IMDG Class -I (Commercial) cargo stuffed in freight containers handling and all vehicles not directly involved shall not be permitted closer than 12 metres to the berth handling area as agreed with the relevant port authority. For the purpose of this procedure the berth handling area is considered to be the area marked out.

4.20. Vehicles carrying IMDG Class -I (Commercial) cargo stuffed in freight containers shall be diesel powered and the number in the berth handling area shall be restricted to not more than one vehicle alongside each vessel loading IMDG Class -I (Commercial) cargo stuffed in freight containers.

4.21. No repair work (including hot work) on the berth or anchorage within 50 metres of the berth/anchorage handling area shall be carried out while the holds containing IMDG Class -I (Commercial) cargo are open, or while IMDG Class -I (Commercial) cargo stuffed in light containers are being handled.

4.22. The vessel shall complete receiving bunkers and stores before loading of the IMDG Class -I (Commercial) cargo stuffed in freight containers commences.
4.23. Engine repairs and maintenance work shall not be carried out aboard the vessel from the time of commencement of loading operations to the departure of the vessel.

4.24. The amount of combustible material shall be kept to a minimum and ideally eliminated.

4.25. For export shipments, the total quantity of IMDG Class -1 (Commercial) cargo delivered to the berth or anchorage shall be identical to that documented on the Mate’s Receipt and Bill of Lading. Any discrepancy, however, caused shall be documented and that documented discrepancy shall be recorded as a transfer to the place of origin of the cargo or other appropriate secure location.

5. EMERGENCY PROCEDURES

5.1. Prior to handling IMDG Class -1 (Commercial) cargo stuffed in freight containers, detailed instructions shall be prepared jointly by representatives of the cargo owner and berth operator and submitted to the Port Authority, Fire Brigade and any other Authority concerned with the safety of the operation setting out:

(i) All precautions necessary to prevent fire or explosion
(ii) All procedures to be followed in the event of the outbreak of fire or any other emergency

5.2. These instructions shall be handed to the Master and to the Berth Operator and to other persons involved in the operation, prior to the commencement of operations, who shall ensure that they are closely followed within their respective areas of responsibility. Formation of a local emergency response team is to be considered.

5.3. Emergency and fire crews properly trained and equipped shall be immediately available whilst IMDG Class -1 (Commercial) cargo stuffed in freight containers is on ship or barge or in the port area.

5.4. A telephone is available on the ship and berth while IMDG Class -1 (Commercial) cargo stuffed in freight containers are being transported or handled.

5.5. At least two sets of hoses fitted with spray/jet nozzles are to be connected to the hydrant valves behind the wharf and be ready to be run out.

5.6. Hoses are to be run out and connected on board the vessel to the satisfaction of the Harbour Master.

5.7. The cargo owner is to provide at least one person trained in fire detection and prevention on the wharf to raise the alarm on the company’s fire alarm phone system supplied on the wharf and to initiate fire fighting operations. A ship’s officer is to be on duty on the vessel, during the time the hatch is open to initiate fire fighting operations on the vessel if required.
5.8. During fire fighting operations the officer-in-charge of the Fire Brigade will consult with the Harbour Master should it be necessary to order the vessel to be flooded, or moved or to have vessels moved from nearby berths.

5.9. Police are to be notified immediately when a fire is detected and police would then block roads as required and initiate evacuation of persons to a safe distance as requested by the officer-in-charge of the Fire Brigade at the site.

5.10. The Harbour Master is to arrange to have tugs, pilots, boatmen, etc. available so that the vessel can be moved at short notice if required.

5.11. An incident reporting system is to be set up to ensure that near misses and learnings are shared.

*Note: When using large quantities of water to combat a fire on a ship the stability of the ship is affected and consideration shall be given to ensuring the ship does not become unstable and capsize.*

6. PROPERTIES OF IMDG CLASS-1 (COMMERCIAL) CARGO

Properties of relevant IMDG Class-1 (Commercial) cargo are to be referred to from its Material Safety Data Sheet (MSDS).

7. REQUIREMENTS FOR IMDG CLASS-1 (COMMERCIAL) CARGO STUFFED IN FREIGHT CONTAINERS

7.1. Freight containers shall be constructed of steel unless alternative materials and associated packaging arrangements within the container have been explicitly approved in writing by the MMD.

7.2. All proposals to transport or handle IMDG Class-1 (Commercial) cargo stuffed in freight containers shall be submitted together with complete details of the containment and packaging arrangements for approval to the MMD.

7.3. Freight containers shall not be loaded above their rated capacity and a copy of the Container Packaging Certificate shall be supplied to the MMD / CCE if required.

7.4. Methods of filling and emptying the freight containers and of restraining the cargo and retaining the hatches and doors closed shall be approved by the cargo owner.

7.5. A responsible person of the cargo owner shall inspect each freight container prior to loading to ensure that the freight container is in good condition and thoroughly clean and there are no projections which could tear packaging or bags.
7.6. The containers shall be sealed to the satisfaction of the Regulatory Authority and the seal details documented on the Customs and other documentation to the satisfaction of the Regulatory Authority.

7.7. When import containers are opened for quarantine inspection, the transport and Customs documentation shall note the change of seal and the unique identifier of the new seal.

7.8. All containers used for the carriage of IMDG Class -1 (Commercial) cargo shall be fully compliant to the 1972 CSC standards.

7.9. All containers used for the carriage of IMDG Class -1 (Commercial) cargo shall be labelled and placarded in accordance with the IMDG standards.


8.1. Before the commencement of any operation the master, owner, or agent of the vessel shall furnish to the Deputy Conservator / Harbour Master / Principal Officer of the Mercantile Marine Department (MMD) in writing the name of the person (Nodal Officer) who shall be in charge of handling of IMDG Class - 1 (Commercial) cargo stuffed in freight containers.

8.2. The IMDG Class - 1 (Commercial) cargo owner shall notify the Chennai Port / Terminal in-charge in advance prior to berthing of vessel (1st Notification : 72 hours; 2nd Notification: 48 hours; 3rd Notification: 24 hours) on the proposed commencement of IMDG Class - 1 (Commercial) cargo handling operations at the east quay (CITPL) berth / Container Terminal berth (CCTL) and a clear minimum safety distance of 50 metres shall be maintained between IMDG Class - 1 (Commercial) cargo carrying container vessel and the adjacent vessel.

8.3. The IMDG Class-1 (Commercial) cargo stuffed freight containers shall be loaded or discharged as soon as possible and practicable after arrival at the berth and shall sail immediately after the loading or discharge of IMDG Class-1 (Commercial) cargo stuffed freight containers is completed.

8.4. Maximum quantity of IMDG Class-1 (Commercial) cargo loaded per vessel from berth is limited to 500MT and the maximum a vessel can carry while berthed is 1500MT.

8.5. Loading/unloading/handling of IMDG Class-1 (Commercial) cargo stuffed freight containers in the wharf shall be carried out only in day light.
8.6. Freight Container movements on the berth shall be arranged as per the Port Authority's directions and it is as an one-way traffic flow from Gate No.1 and Gate No.10 of the Port.

8.7. The berth shall be thoroughly cleaned free of all combustible dust and debris prior to handling IMDG Class - 1 (Commercial) cargo stuffed freight containers.

8.8. Work on other holds shall not be permitted while the hold containing IMDG Class - 1 (Commercial) cargo is open.

8.9. No other dangerous /hazardous goods of IMO Class 2 to 9 or oil or combustible substances shall be permitted within twelve (12) metres of the berth handling area while IMDG Class - 1 (Commercial) cargo stuffed freight containers are being handled.

8.10. No greater quantity of IMDG Class - 1 (Commercial) cargo stuffed freight containers shall be placed within the berth handling area than that can be handled in four hours with the means of transport available for this purpose.

8.11. For import shipments, after the IMDG Class - 1 (Commercial) cargo stuffed freight containers have been removed from the vessel and the hold or holds in which the IMDG Class - 1 (Commercial) cargo had been carried have been thoroughly cleaned free from any spillage, a report in writing shall then be made by the Master, owner or agent of the vessel to the Harbour Master/Deputy Conservator that the holds are clean.

8.12. The cargo owner / consignor (Exporter) shall provide a two-way walkie-talkie facility or portable telephone / mobile phone on the berth for direct contact with the receiving/dispatching warehouse / factory and technical personnel of the cargo owner.

8.13. The cargo owner shall notify the Port Fire Service in advance about the commencement of each IMDG Class - 1 (Commercial) cargo handling operation at the Chennai Port area.

8.14. At any moment the Freight Container should not be crowded and is to be on the truck and lifted by using suitable crane on to the vessel.

8.15. The cargo owner shall brief on the berth about the emergency procedure to be adopted in the event of a fire. These procedures are to be made known to all persons working on the berth.

8.16. The Berth shall be declared to be a "RESTRICTED AREA" for the duration of the IMDG Class - 1 (Commercial) cargo stuffed freight containers handling and no freight container not directly involved shall be permitted closer than 12 metres to the berth / terminal handling area as agreed with the relevant port authority.

8.17. A tested spreader bar with recommended SWL is to be used to load the containers on the vessel.
8.18. Freight containers carrying IMDG Class-1 (Commercial) cargo at the berth handling area shall be restricted to 3 (three) or 4 (four) numbers or as per the guidelines of the Port Authority / Terminal Authority.

8.19. No repair work (including hot work) on the berth or anchorage within 50 metres of the berth / anchorage handling area shall be carried out while the hold(s) containing IMDG Class - 1 (Commercial) cargo stuffed freight containers are open, or while IMDG Class -1 (Commercial) cargo is being handled.

8.20. The bunkering and towing of the vessel shall be completed before loading of the IMDG Class -1 (Commercial) cargo stuffed freight containers commences.

8.21. Engine repairs and maintenance work shall not be carried out on board the vessel from the commencement of loading operation of IMDG Class -1 (Commercial) cargo stuffed freight containers till the departure of the vessel from the berth.

8.22. The amount of combustible material shall be kept to a minimum and ideally eliminated from the IMDG Class -1 (Commercial) cargo stuffed freight containers handling area.

8.23. The IMO Class-I Cargo shall be brought to the wharf only in containers kept over fixed chassis motor truck or goose neck type semi trailer vehicle approved / licensed under the Explosives Rules, 2008, and directly loaded on to the hatch of the ship as last cargo or otherwise permitted under the Explosives Rules, 2008, as in the case of Safety Fuse and Fireworks.

9. ROAD TRANSPORT IN THE PORT AREA

The following regulations should be observed by each and every driver in the Port area handling IMDG Class-1 (Commercial) cargo stuffed containers:-

(1) The IMDG Class - 1 (Commercial) cargo stuffed freight containers carried by a single chassis motor truck or goose neck type semi trailer vehicles shall enter / exit through Gate No.1 and Gate No.10 of the Port and one-way system of traffic has to be followed up to the Terminal handling the cargo and overtaking or over speeding by the drivers is not permitted.

(2) The freight container carrying truck must be mechanically sound and absolutely free of oil leaks.
(3) All drivers should have been trained for handling dangerous, hazardous cargo transportation as required by the Regulatory Authority.

(4) Drivers are not allowed to carry any passenger in the freight container carrying truck irrespective of their relationship to the driver or the owner of the cargo consignment or the truck.

(5) Trucks using petrol as fuel carrying freight containers should not enter the berth handling area under any circumstances.

(6) Servicing of trucks carrying IMDG Class - 1 (Commercial) cargo stuffed freight containers is not permitted on Terminal / Wharf or in the Port area. If it becomes necessary to service, an acceptable area may be agreed upon after consultation between Transport Manager and the Port authorities.

(7) Decks of IMDG Class- 1 (Commercial) cargo stuffed freight containers carrying truck must be free of oils, foreign matter, previous spillage of any other material before entering the Port area.

(8) Drivers must remain within the truck carrying IMDG Class - 1 (Commercial) cargo stuffed freight containers and not wander at large in the Port area.

(9) Thongs are not acceptable footwear for drivers in the Port area.

(10) Trucks carrying the IMDG Class - 1 (Commercial) cargo stuffed freight containers shall enter into the berth only after the vessel is berthed and directed by Deputy Conservator / Harbour Master / Terminal In-charge.

(11) Vehicles carrying freight container stuffed with IMDG Class - 1 (Commercial) cargo must not enter any area other than the allotted one.

(12) When the IMDG Class -1 (Commercial) cargo loaded freight container has been unloaded / loaded with the cargo, the freight container carrying truck must proceed from the Wharf / Terminal area immediately.

10. SECURITY PLANS AND REQUIREMENTS

10.1. A security barricade is to be put up around the east-quay (CITPL) / CCTL berth and adequate security arrangements are made.

10.2. Unauthorized persons are to be prevented from having access to the IMDG Class - 1 (Commercial) cargo handling area. The ship’s personnel are to see that the bumboats do not come alongside and the paddlers do not board vessels from over side.

10.3. Each vessel carrying IMDG Class-1 (Commercial) cargo shall be ‘ISPS’ compliant. The Port authorities shall ensure that (i) the requirements of Maritime
Transport Security Act and the regulations are met, (ii) only approved persons enter the berth during loading or unloading, and (iii) the identity and authorizations of such persons shall be formally recorded.

10.4. All persons engaged in the delivery and stevedoring of IMDG Class-1 (Commercial) cargo at the Berth shall be specifically authorised for handling IMDG Class-1 (Commercial) cargo as required by the relevant statutory regulations.

10.5. The stevedoring operator shall conduct operations in accordance with the facility’s security requirements (including watchmen) and any specific requirements of the port authority.

10.6. The transport company operating on the berth shall have an approved written security plan which meets the requirements of the Regulatory Authority.

10.7. The Port Authority has implemented a Security Plan which meets the requirements of the Maritime Transport Security Act and Regulations. This plan shall ensure that only approved persons enter the berth during the loading or unloading operations and that the identity and authorizations of such persons are formally recorded.

10.8. The Port Authority, transport company, and stevedoring operator shall each nominate in writing the name of the individual responsible for managing each organisation’s security plan.

10.9. The party listed in 10.5 above shall design its security plan to be seamless to ensure that all possible security risks arising from contractual interfaces are recognised and appropriately dealt with. If considered necessary, a ship planning meeting shall be convened prior to the berthing of the vessel.

10.10. In the event of a security alert, the specific requirements of the Port Authority’s Security Plan shall apply immediately.

11. STEVEDORING

11.1. Training should be organized for stevedoring personnel.

11.2. The stevedoring gang deployed should be well-versed with the basic requirements (IMO Regulations) of handling of Class 1 cargo.

11.3. Proper training should be given to the stevedoring personnel about the segregation of different classes of cargo as per hazard category.

11.4. Proper instruction should be given to the stevedoring personnel about the maximum quantity of NEQ that can be handled at the berth / jetty at any given point in time and how to calculate the quantity.
11.5. Training should be given to the stevedoring staff on handling / replacement of damaged box.

11.6. Emergency telephone numbers / contact numbers should be made readily available to the stevedoring personnel.

11.7. Proper safety training should be given to the gang and the gang should made aware of the no smoking zone, etc.

11.8. Stevedoring personnel should be well trained to tally the number of boxes as per out of charge documents available for shipment and issue mate receipt accordingly.

11.9. A pre-start check list on both stevedoring and ship equipment, including cranes, forklifts, cargo slings, etc. Is to be developed and agreed upon with the Port authorities. The same is to be implemented during every shipment.

11.10. Proper training should be given to the stevedoring personnel for lifting, handling and placement of the items as per the approved stowage plan of the vessel.

11.11. The gang should clearly understand about sealing, labelling and placarding of containers in accordance with the IMDG guidelines.

11.12. Load plan should be approved by the port authority and the plan should be available to the stevedoring gang.

12. TRAINING REQUIREMENTS

12.1. Every person engaged in the handling of IMDG Class - 1 (Commercial) cargo at the berth shall receive training on the safe transport and handling of IMDG Class - 1 (Commercial) cargo commensurate with his /her responsibilities.

12.2. The training should cover truck drivers and those who load / unload IMDG-Class - 1 (Commercial) cargo into / from ships and barges. This should include basic knowledge of the hazards and safety precautions to be taken with regard to the handling of IMDG Class - 1 (Commercial) cargo. The minimum standards set out in Chapter 1.3 of the IMDG are to be complied with.

12.3. The training should include:

(a) Methods and procedures for accident avoidance such as proper use of package-handling equipment and appropriate methods of stowage and segregation of IMDG Class - 1 (Commercial) cargoes.

(b) Necessary emergency response information and how to use it.
(c) General dangers of the various types of IMDG Class - 1 (Commercial) cargo and how to prevent exposure to their hazards, including, if appropriate, the use of personal protective clothing and equipment.

12.4. Records of all training imparted to persons handling IMDG Class 1 cargo should be kept with the cargo owners and made available to the regulatory authority when requested.

12.5. Toolbox Talks should be conducted at ship / barge side to discuss safety requirements prior to commencement of operations.

13. LOADING OF SHIPPING CONTAINERS ON TO THE VESSEL

13.1. Spreader bars to be used to load containers on to trucks on site shall be vetted and approved for loading containers. The container payload shall not exceed 80% of the crane’s SWL.

13.2. The lifting gear used for lifting containers shall be tested for SWL and recorded at the site for annual review / retests.

13.3. A proper Job Safety and Environmental Risk Analysis shall be followed for the safe loading of IMDG Class - 1 (Commercial) cargo stuffed freight containers to the vessel from the truck or unloading from the vessel on to the truck.

13.4. A clear minimum safety distance of 50 meters shall be maintained between IMDG Class - 1 (Commercial) cargo carrying vessel and the adjacent vessel.

14. STANDING INSTRUCTIONS FOR LOADING / DISCHARGING IMDG CLASS-I (Commercial) CARGO STUFFED IN FREIGHT CONTAINERS


(a) The vessel shall be berthed at East Quay (CITPL) for Berth No. SCB 3/ SCB1 / SCB 2 & Container Terminal Berth (CCTL) for Berth No. CTB1/CTB2/CTB3/CTB4.

(For compliance: Traffic Manager/ Harbour Master/ Terminal Incharge)

(b) No cargo of combustible and inflammable nature shall be present at the berth area.

(For compliance: Traffic Manager/ Terminal Incharge).

(c) All fenders at East quay (CITPL) berth/ Container Terminal berth (CCTL) shall be in proper condition. If any fender is damaged previously or missing then either repairs shall be carried out or provisional fenders using heavy duty tyres of rubber shall be put in place prior to the vessel’s entry.
(For Compliance: Chief Engineer/Terminal Incharge)

(d) Vessels shall be berthed at East Quay (CITPL)/Container Terminal berth (CCTL) Berth only on specific orders of the Deputy Conservator.
(For compliance: Traffic Manager/ Harbour Master/Terminal Incharge)

14.2. Security Arrangements

(a) A security barricade shall be put up around the East Quay (CITPL) berth / Container Terminal berth (CCTL) and adequate security arrangements shall be made.
(For compliance: Terminal Incharge)
(b) Unauthorized persons shall be prevented from having access to the area.
(For compliance: Sr. Commandant, CISF / Terminal Incharge)
(c) Ship’s personnel to see that bumboats do not come alongside and peddlers do not board vessels from over side.
(For compliance: Master of Ship/ Harbour Division/ Sr. Commandant, CISF / Terminal Incharge)

14.3. Fire Fighting

(a) Port fire fighting equipment shall be stationed at East Quay (CITPL) / Container Terminal Berth (CCTL) where cargo is being handled.
(For compliance: Port Fire Officer)
(b) Port’s shore firefighting equipment shall be stationed at East Quay (CITPL) / Container Terminal berth (CCTL) and Safety Inspectors posted on special duty till the vessel leaves the berth when IMDG Class - 1 (Commercial) cargo stuffed freight containers are being handled.
(For compliance: Port Fire Officer)
(c) Fire fighting equipment on board the ship shall be kept in readiness and ‘NO SMOKING’ sign board should be displayed.
(For compliance: Master of the Vessel)

14.4. Loading of Freight Container Cargo

(a) IMDG Class - 1 (Commercial) cargo stuffed freight containers are to be loaded expeditiously from the Port premises.
(For Compliance: Traffic Manager/Terminal Incharge)
(b) Declaration of IMO Class - 1 Cargo safe for night loading
(For Compliance: Manufacturer of cargo / Terminal Incharge / Port Authorities)
(c) Area outside East Quay (CITPL) berth / Container Terminal Berth (CCTL) and at the Jetty to be well lit with flame proof lights.
(For Compliance: Chief Mechanical Engineer & Traffic Manager)

(d) Containerised IMO Class-1 Cargo should be loaded directly from the approved truck to the vessel.
(For Compliance: Traffic Manager / Terminal Incharge)

(e) Approved stowage plan from MMD should be produced to the Harbour Master / Deputy Conservator / Terminal Incharge prior to commencement of loading.
(For Compliance: Manufacturer of Cargo/Agents of the vessel)

14.5. Discharge of Freight Container Cargo

(a) IMDG Class - 1 (Commercial) cargo stuffed freight containers discharged shall be removed expeditiously from the Port premises.
(For compliance: Terminal Incharge / Traffic Manager & Importer (cargo owner))

(b) IMDG Class - 1 (Commercial) cargo stuffed freight containers discharged from the vessel at East quay (CITPL) / Container Terminal berth (CCTL) should be taken for direct delivery. Hence sufficient Container trucks are to be kept ready for the above purpose.
(For compliance: Terminal Incharge / Traffic Manager & Importer)