

**ANL CONTAINER PARK Pty Ltd**  
**11-21 Pinnacle Road**  
**Altona North VIC 3025**

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# Container Transport Operator Access Terms & Conditions

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- 1) Overview ..... 2
- 2) Site safety requirements ..... 3
- 3) Access to ANLCP via the truck Notification System..... 6
- 4) Truck arrival procedure with a valid Notification..... 8
- 5) eGate Truck arrival procedure ..... 8
- 6) Failure to arrive for a valid Notification..... 9
- 7) Arrival without Notification..... 9
- 8) Paperless Gate In and Gate Out Transactions ..... 9
- 9) Cancelled Notification ..... 10
- 10) Dispute resolution..... 10
- 11) Liability and Indemnity ..... 11
- 12) Alterations to these Container Transport Operator Access  
Arrangements..... 11



These terms and conditions govern the entry into and use of ANL Container Park Empty Container Park (ANLCP) by Container Transport Operators (CTO). Any CTO seeking access to ANLCP yard is deemed to have accepted these terms and conditions.

## 1) Overview

ANLCP is an empty container park located at 11-21 Pinnacle Road, Altona North, Victoria 3025. Carrier Transport Operators (CTO's) can contact the depot on (03) 9369 0966 Monday to Friday from 6:00am to 10:00pm.

ANLCP is committed to high standards of safety, operational excellence and Customer focus and will endeavour to meet all reasonable service requests in an efficient and timely manner; and it expects its customers and CTO's attending the site to acknowledge and match this commitment.

### Depot Opening Hours

ANL CP depot opening hours (excluding Public Holidays) are:

**Monday to Friday**

**6:00 am to 10:00 pm**

All Bulk runs and/or after hours opening by prior arrangement and are subject to management approval.

## 2) Site safety requirements

ANLCP places the utmost importance on safety for all employees, contractors and visitors who access the site.

ANL CP has a policy of zero tolerance to behaviours that contribute to workplace incidents or which have a negative impact to our business or that of others.

Safety is a fundamental component of our daily operations and we expect all those who enter our site to both respect and adhere to our safety principles and policies.

It is a condition of entry to ANLCP that the CTO's ensure they comply with all legislative requirements.

During business operations and especially in the unlikely event of an emergency occurring on our site, CTO's must follow all instructions and requests issued by any of ANLCP staff immediately and without question.

Any Container Transport Operator who fails to do so will be immediately expelled from the depot (with or without being served) and may be temporarily or permanently prohibited from further entry to ANLCP premises.

CTO's and contractors enter and bring their vehicles and other equipment onto ANLCP site at their own risk and ANLCP accepts no responsibility for any loss or damage of any nature suffered by any person entering its premises, arising from any cause whatsoever including without limitation the negligence or wilful misconduct of ANLCP, its servants, agents or contractors.

### 2a) Protective equipment Requirements

Truck drivers entering the site are required to wear steel capped boots, High Visibility garments with a minimum being a vest to be worn as an outer layer of clothing (compliant to Australian Standard AS 4602).

### 2b) Traffic management

If trucks are required to queue outside of ANL CP premises we request that trucks adhere to keep clear zones across neighbouring driveways and intersections.

All Drivers dropping off and back loading container/s from ANL CP must do so via the left hand entry lane within the depot unless otherwise directed by ANL CP staff member and/or signage. Drivers must stop and wait for the green traffic light on the entry lane before they can proceed any further.

All Drivers picking up container/s from ANL CP must do so via the right hand entry lane within the depot unless otherwise directed by ANL CP staff member and/or signage. Drivers must stop and wait for the green traffic light on the entry lane before they can proceed any further.

Drivers must remain in their vehicle at all times until they arrive in the clearly marked designated “twist lock GREEN ZONE” bays. All twist locks and/or trailer adjustments must be done within this area only.

- When returning an empty container at ANL CP drivers must “STOP” at the “RED TRAFFIC LIGHT” in the entry lane and remain in their vehicle for further instructions by ANL CP staff. If the driver has a valid notification the TRAFFIC LIGHT will turn “GREEN” and only then vehicles may proceed to the “Twist lock Green Zone area”. If there is an issue with a notification ANL CP staff member will announce instruction to the driver via the “Driver Announcement System”. Drivers must obey ANL CP staff instructions at all times.  
All trailer “twist locks” must be un-locked in the clearly marked “Twist Lock GREEN ZONE” designated bays and before proceeding to the “unloading bay”.  
Once a truck has entered the unloading bay drivers must wait for the forklift driver to engage and lift the container/s, moves away from the vehicle and sound their horn before exiting the unloading bay.
- When collecting an empty container at ANL CP all trucks must “STOP” at the “RED TRAFFIC LIGHT” in the entry lane. Drivers must remain in their vehicle at all times and must wait for further instructions by ANL CP staff. If the driver has a valid notification the TRAFFIC LIGHT will turn “GREEN” and only then you may proceed to the “Twist lock Green Zone area”. If there is an issue with a notification ANL CP staff member will announce instruction to the driver via the “Driver Announcement System”. Drivers must obey ANL CP staff instructions at all times. All twist lock adjustments and/or trailer adjustments must be done in the “Twist Lock GREEN ZONE” bays before proceeding to the “loading bay”. Once a truck has entered the loading bay truck driver must wait for the forklift driver to disengage from the container and sound their horn before exiting the loading bay. All “twist locks” are to be locked after loading in the clearly marked “twist lock GREEN ZONE” exit bays in front of the Office and before leaving the depot.
- If a Container seal is required the driver will need to come in the office while the truck is still in the “Twist Lock GREEN ZONE” exit bay in front of the office and before leaving the depot.
  - Each container locking pin for all four corners of each container must be present and in working condition prior to loading. Damage to either the trailer or container resulting from a failure to correctly position container locking pins will be the responsibility of the driver.
- Pedestrians must use designated walkways at all times.
- Maximum truck speed limit in the site is 10 kph.
- Truck drivers must adhere to traffic flow and follow any internal traffic signs and directions.
- Trucks must give way to pedestrians.
- Trucks must give way to forklifts operating in the depot. Damage to either the prime mover or trailer pins will be the responsibility of the driver.
- Drivers must maintain at least two [2] meters behind the vehicle in front at all times whilst on this site and ensure that the park brake is on before exiting their vehicle.

- Truck drivers are not permitted to perform maintenance or cleaning activities on any part of the vehicle and/or containers whilst on site.
- Truck drivers and/or visitors must not wonder around the depot.
- All vehicles arriving at ANLCP must be registered, road worthy and maintained to a condition as per VICROADS/manufacturers standards.
- All vehicles are fit for purpose, and all drivers must be licensed to operate the truck and its configurations.
- Container locating pins painted in either fluorescent yellow or white will assist prompt and efficient loading
- Any damage sustained to CTO's vehicle must be reported immediately to the Container office.

#### 2c) Truck driver behaviour

- Each driver must at all times conduct themselves in a safe and efficient manner whilst in or about the depot
- Trucks drivers under the influence or suspected of being under the influence of intoxicants, illegal narcotics or alcohol are not permitted on the site and if considered to be so by ANLCP staff, will be refused entry and service.
- Trucks drivers are required to remain in their cabin whilst being loaded or unloaded in the depot.
- Drivers must not use mobile phones within the depot.
- Drivers must not use headphones within the depot.
- Drivers must secure the twist locks on all four corners of the container/s prior to departing the park.
- Drivers shall not climb anywhere on the site including but not limited to on top of containers or their truck.
- Side loader trailers must have contrasting hi visibility markings on the trailer arms.
- All skeletal trailers must be fitted with safety chains.
- Truck drivers must not walk behind or around forklifts while being loaded or unloaded.
- Blinding lasers, torches, weapons are prohibited on this site.
- Any driver found walking around containers stacks or in any other place other than approved places such as the office will be ejected from the site, with or without being served, and may face further sanctions.
- Any truck driver request to inspect containers for export before loading must be made to the container control staff prior and approved before moving to the loading point. Any container inspection must be undertaken at ground level.

#### 2d) Fatigue management

- CTO's are required by law to ensure their drivers do not exceed maximum regulated hours for driving and working. ANLCP will assist in every way to notify CTO of current and possible delays at its site. These notifications will be sent via our "Message Alert System" which sends emails and SMS messages to registered users or delivered directly to the attending truck driver by ANLCP staff.
- All CTO's are responsible for managing their driver's hours and CTO's must change over drivers who have worked their maximum numbers of hours. If the CTO is unable to change drivers then the CTO must withdraw and move the truck away from ANLCP.
- The CTO must not rely on ANLCP to manage their driver fatigue.

### 3) Access to ANLCP via the truck Notification System

- CTO's access to ANLCP is by pre transacted "Notification" through containerchain.com.au
- CTO's will be required to have an active commercial account with Containerchain in order to pre transact "notification". To set up a commercial account with Containerchain, go to [www.containerchain.com.au](http://www.containerchain.com.au), hover over sign up and click on transport operators.

#### Notification Times information

Notification times will be in 30 minute window  
Notifications will be made available 48 hours prior

#### Returning an Empty container

- All containers being returned to ANLCP will require a "Container Return Advice" transaction to be completed by the CTO in [www.containerchain.com.au](http://www.containerchain.com.au) prior to the truck arriving at the site.
- All "Container Return Advice" containers being returned to ANLCP will require a notification" to be made by the CTO in [www.containerchain.com.au](http://www.containerchain.com.au) prior to the truck arriving at the site.
- All "Notifications" will require the container truck registration number to be recorded by the CTO prior to the arrival of the truck at the site.
- All containers received by ANLCP are deemed to be damaged until a full container survey has been completed to verify its true condition. Any damage identified to the container will be reported to the container operator/shipping line as per their instruction.

#### Picking Up an Empty container

- All containers being collected from ANLCP will require a "Container Pick Up Advice" transaction to be completed by the CTO in [www.containerchain.com.au](http://www.containerchain.com.au) prior to the truck arrival at the site.
- All "Container Pick Up Advice" transaction will require a "Notification" to be made by the CTO in [www.containerchain.com.au](http://www.containerchain.com.au) prior to the truck arrival at the site.
- All "Notifications" will require the truck registration number to be recorded by the CTO prior to the truck arriving at the site.
- All containers collected by the CTO have been accepted on behalf of their customer as "fit for purpose".

#### Returning an Empty (Bulk Run) Container

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- All containers being returned to ANLCP will require a "Bulk Run Gate In" Notification to be completed by the CTO in [containerchain.com](http://containerchain.com) prior to the truck arriving at the park.
- All "Bulk Run Gate In" Notifications will require the truck registration number to be recorded by the CTO prior to the arrival of the truck at the park.
- If a truck arrives at ANLCP and their registration number has not been assigned to the notified Bulk Run, ANLCP will not be able to service the truck.

### Picking Up an Empty (Bulk Run) Container

- All containers being collected from ANLCP will require a “Bulk Run Gate Out” Notification to be completed by the CTO in containerchain.com prior to the truck arriving at the park.
- All “Bulk Run Gate Out” Notifications will require the truck registration number to be recorded by the CTO prior to the truck arriving at the park.
- If a truck arrives at ANLCP and their registration number has not been assigned to the notified Bulk Run, ANLCP will not be able to service the truck

### Container Notification Fee and charges.

A fee is applicable for each “container Notification” (Bulk Runs Excluded)

- Each “Notification” is for one container
- The container fee applicable for ANLCP is \$14.50 + GST per container notification for all movements between 6:00am to 9:30pm Monday to Friday (excluding public holidays).
- Any container returned to ANL CP with HAZARD labels will incur a fee of \$67.00 each + GST for the removal of the HAZARD labels, supported by photographic evidence.
- Any Open Top container returned to ANL CP without the tarp fitted will incur a fee of \$105.00 each + GST for the refitting of the tarp, supported by photographic evidence.
- The container fee will be reviewed from time to time and subject to CPI and business cost increases, whichever is greater.
- Container Fees and charges will be invoiced to CTO’s by Containerchain.

### Invoicing

- Container fees will be invoiced to CTO’s by Containerchain
- Invoices are raised monthly and represent all activity for the preceding month.
- Invoice payment terms are fourteen days from invoice.
- Outstanding invoices will result in a CTOs Containerchain account being suspended.
- Reconnection of a suspended account will attract a reconnection fee of \$100.00 + GST.

#### 4) Truck arrival procedure with a valid Notification

- Truck Drivers arriving at ANLCP will be required to quote either the Notification number or their truck registration number to Container Control. This will activate the transaction in the site operating system. Upon verification of a valid Notification, the truck drivers will then be directed to proceed into the site.
- Drivers who arrive on time for a Notification they will gain entry. For reporting purposes, Containerchain will record the performance of the CTO in respect of that Notification as being “on Time”.
- Drivers who arrive no greater than 30 minutes early for a Notification, on the same day of the Notification, will be allowed to entry. However, they should not expect to be served ahead of a driver who has arrived within their correct Notification period.
- Drivers who arrive greater than 30 minutes early for a Notification must assess the appropriateness of their arrival in terms of current queue length and any obvious congestion and their likely impact thereon. Drivers who chose to join the queue may at arrival at Container Control Office be directed to leave the Depot and return at the appropriate time. For reporting purposes, Containerchain will record the performance of the CTO in respect of that Notification as being “Early”.
  
- Drivers who arrive no greater than 30 minutes late for a Notification, on the same day of the Notification, will be allowed to entry. However, they should not expect to be served ahead of a driver who has arrived within his correct Notification period.
- Drivers who arrive greater than 30 minutes early for a Notification must assess the appropriateness of their arrival in terms of current queue length and any obvious congestion and their likely impact thereon. Drivers who chose to join the queue may at arrival at Container Control Office be directed to leave the Depot and return at the appropriate time. For reporting purposes, Containerchain will record the performance of the CTO in respect of that “Notification” as being “Late”.
- ANLCP will review the outcomes of the Containerchain reporting relating to Early and late arrivals and reserves the right to amend this procedure should ANLCP determine it to be impacting negatively on its ability to perform.

#### 5) eGate Truck arrival procedure

- Entry into ANLCP using eGate technology will require a CTO to download and install the ‘Containerchain Driver’ app and have an active account. “How to” information can be obtained by contacting Containerchain Support on 1300 944 083.

Drivers receiving a “Green Lane” confirmation can proceed as follows

- CTO is to stop at the traffic lights and wait for a ‘green light’ before proceeding to the unload/load pad.



- Where applicable, gate in/out information will update the Driver app automatically via the fork mounted terminals.
- Drivers receiving a “Red Lane” confirmation are required to follow the ‘Non eGate Truck arrival procedure’, this will be in an attempt to manually process the transaction where possible.

#### Non eGate Truck arrival procedure

- When a truck arrives at ANL CP (other than with a green eGate confirmation) the driver will stop at the traffic lights and wait for further instructions by ANL CP staff

### **6) Failure to arrive for a valid Notification**

- If a truck fails to arrive on the day of the Notification, for reporting purposes, the performance of the CTO in respect of that Notification will be considered “Unutilised”.
- Unutilised Notifications will be charged the container fee.

### **7) Arrival without Notification**

- If a truck arrives without Notification, ANLCP will not be able to service the truck.
- The drivers will be instructed to remove their vehicle from the queue and exit the depot. Truck can only return once a valid notification has been booked for the next available window.
- Under no circumstances can notifications be booked once the truck is in the queue and inside the depot.
- ANLCP will provide drivers with contact details of Containerchain so that they may either open an account and make a booking or use the Containerchain booking service

### **8) Paperless Gate In and Gate Out Transactions**

Note: Drivers are not required to deliver paper delivery orders for empty container returns at ANL CP.

All transactions performed at ANL CP facility will be paperless.

#### ▪ Gate In - Receipts

ANL CP will not print a paper “Gate In” receipt for any container delivered to the depot. All “Gate In” receipts will be automatically emailed to the CTO’s email address set up in the CTO’s Containerchain account when the truck is processed at the depot.

#### ▪ Gate Out - Receipts

ANL CP will not print a paper “Gate Out” receipts for any container pick-ups. The official “Gate Out” receipt will be automatically emailed to the CTO’s email address set up in the CTO’s Containerchain account when the truck is processed at the depot.

- Door Direction

CTO’s are reminded door direction requirements must be entered and specified on the actual notification. This process needs to be done when the notification is created in the Containerchain booking system prior to the truck arriving at the depot.

## 9) Cancelled Notification

- A Notification can be cancelled by a CTO up to 60 minutes prior to the commencement of a Notification window and the container fee will not be charged.
- If a Notification is cancelled by a CTO after this time the container fee will still be charged
- Notifications not utilised after three [3] hours from initial notification window will be automatically cancelled and fee will still be charged.
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- ANLCP may also be required to cancel a Notification on behalf of a CTO due to internal operational issues. If this occurs the CTO will be advised by email and the corresponding “container fee” will not be charged.

## 10) Dispute resolution

All disputes must be logged with Containerchain Helpdesk for processing.

If the intended container return or pick up from a Notification does not occur due to a contributing factor from ANLCP, the CTO is required to log the issues with the Containerchain Helpdesk within 60 minutes of the truck departing ANLCP. This is to enable any potential invoice dispute regarding the notifications to be addressed.

Disputes relating to notifications invoices must also be submitted to Containerchain Help Desk.

## 11) Liability and Indemnity

The CTO must indemnify and keep indemnified ANLCP in respect of any loss or damage or death or injury to any person as a consequence of:

- ❖ Any breach of this arrangement by the CTO, its drivers, agents or contractors;
- ❖ Any negligent act or omission or wilful misconduct of the CTO, its drivers, agents or contractors;
- ❖ Any damage to ANLCP or a third party's property where such damage is the fault of CTO, its drivers, agents or contractors;

## 12) Alterations to these Container Transport Operator Access Arrangements

ANLCP reserves the right to amend the CTO Access Arrangements from time to time. Amendments will be published on [www.containerchain.com.au](http://www.containerchain.com.au)