

Port Melbourne Containers Pty. Ltd.

A.B.N. 62 118 191 183



Carrier Access Arrangements

LAST UPDATED SEPTEMBER 2019

The website Terms of Use form part of this document. By accepting those Terms of Use You also agree to these conditions.

1. Overview

Port Melbourne Containers Pty. Ltd. is committed to the highest principles and standards of safety, operational excellence, customer focus and continuous improvement.

2. Site Safety Requirements

Port Melbourne Containers Pty. Ltd. places the utmost importance on site safety for all employees, contractors and visitors who access the park. We take a stance of zero tolerance to behaviours that contribute to workplace incidents which have a negative impact to the business.

Safety is a fundamental component of operations and it will be incorporated into all business relationships and processes.

3. Personal Protective Equipment (PPE) Requirements

Drivers entering the park are required to wear steel cap boots

Drivers entering the park are required to wear Hi Visibility Garments with a minimum being a vest to be worn as an outer layer of clothing (Compliant to Australian Standard AS 4602)

4. Traffic Management

When queuing outside of Port Melbourne Containers Pty. Ltd. we request that truck drivers adhere to “keep clear zones” across neighbouring driveways and intersections, queue in single line formation within the dedicated “truck zone” signed areas on Prohasky St and adhere to their position in the queue. Drivers failing to adhere to this direction may be asked to re-join the queue.

All drivers dropping off containers are to do so via the left hand entry lane within the depot unless otherwise directed by a Port Melbourne Containers Pty. Ltd. staff member.

All drivers picking up containers are to do so via the right hand entry lane within the depot unless otherwise directed by a Port Melbourne Containers Pty. Ltd. staff member.

Drivers dropping off and picking up 20ft or 40 ft. containers are to do so via the right hand entry lane within the depot unless otherwise directed by a Port Melbourne Containers Pty. Ltd. staff member.

Truck drivers must adhere to traffic flow and follow any internal traffic signs. Trucks must give way to pedestrians.

Trucks must give way to forklifts operating in the depot. Truck drivers / Visitors must not wander around the depot.

Truck drivers must not walk behind or around forklifts while being loaded or unloaded.

Pedestrians must use designated walkways at all times. Maximum speed limit in the park is 10 km/hr.

Truck driver is to remain in their vehicle whilst being loaded or unloaded. Drivers are not permitted to perform maintenance or cleaning activities on any vehicle whilst in the park.

Drivers must be licensed to operate the truck and its configurations.

Drivers must not use mobile phones within the depot

The truck must be registered, road worthy and maintained to a condition as per Vic Roads/Manufacturers recommendations.

Drivers must secure the twist locks on all four corners of the container(s) prior to departing the park.

Drivers shall not access the top of trucks or containers (point of work) where a fall the potential of which is = or > than two meters exists.

Drivers are not to walk under or drive under a suspended load.

Container locating pins are to be painted in either fluorescent yellow or white. Drivers must ensure all container locking pins are in the ready position for container loading or unloading. Damage resulting from failure to correct position container locking pins will be the responsibility of the driver

All container locking pin for all four corners of each container must be present and in working condition.

Side loader trailers must have contrasting hi visibility markings on the trailer arms. All skeletal trailers must be fitted with safety chains.

Intoxicants, illegal narcotics and persons under the influence of are not permitted in the depot.

Any plant or property damage must be reported immediately to the office.

5. Container Park Access

Container Transport Operator (CTO) access to Port Melbourne Containers Pty. Ltd. is by pre transacted "Notification" through the website at www.containerchain.com.au

CTOs will be required to have an active commercial account managed through the website at www.containerchain.com.au in order to pre transact "Notifications".

Returning an Empty Container

All containers being returned to Port Melbourne Containers Pty. Ltd. will require a "Container Return Advice" transaction to be completed by the CTO in www.containerchain.com.au prior to the truck arriving at the park.

All "Container Return Advice" containers being returned to Port Melbourne Containers Pty. Ltd. will require a "Notification" to be made by the CTO in www.containerchain.com.au prior to the truck arriving at the park.

All "Notifications" will require the truck registration number to be recorded by the CTO prior to the arrival of the truck at the park.

Picking Up an Empty Container

All containers being collected from Port Melbourne Containers Pty. Ltd. will require a "Container Pick up Advice" transaction to be completed by the CTO in www.containerchain.com.au prior to the truck arriving at the park.

All "Container Pick up Advice" transactions will require a "Notification" to be made by the CTO in www.containerchain.com.au prior to the truck arriving at the park.

All "Notifications" will require the truck registration number to be recorded by the CTO

prior to the truck arriving at the park

All drivers collecting containers are advised and encouraged to check for obvious damage, cargo suitability and cleanliness before acceptance. The Depot or Shipping Line will not be held responsible for futile trips due to poor inspections.

6. Notification Times information

Notification times will be in 30 minute windows.

Notifications will be made available for the current and next business days.

7. Container Fees

A Container Fee is applicable for each "Notification"

The Container Fee charged by Port Melbourne Containers Pty. Ltd. Is \$17.50 + GST per container for all movements. All charges will be invoiced and collected by Containerchain Pty Ltd on our behalf.

The Container fee will be reviewed annually and is subject to possible CPI and business cost increases.

8. eGate Truck arrival procedure

Entry into PMC 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.

Drivers receiving a "Green Lane" confirmation can proceed via the express method as per the following:

- CTO is to proceed past the gate house via the standard arrival lanes and continue directly to the required unload/load zone.

- 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' in section 9, this will be in an attempt to manually process the transaction where possible.

9. Non eGate Truck arrival procedure

When a truck arrives at Port Melbourne Containers Pty. Ltd (other than with a green eGate confirmation) the driver will be required to quote their truck registration number to container control. This will activate the transaction in the park operating system. The truck will then be directed to proceed into the park.

If a truck arrives early for a "Notification", on the same day of the "Notification", they will be allowed entry subject to competing Notifications and other exigencies. For reporting purposes, the performance of the CTO in respect of that "Notification" will be recorded as being "Early".

If a truck arrives on time for a "Notification" they will gain entry. For reporting purposes, the performance of the CTO in respect of that "Notification" will be recorded as being "On Time".

If a truck arrives late for a "Notification", on the same day as the "Notification" the truck will be allowed entry subject to competing Notifications and other exigencies. For reporting purposes, the performance of the CTO in respect of that "Notification" will be recorded as being "Late"

10. Failure to Arrive for a 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"

11. Arrival without a Notification

If a truck arrives at depot without a "Notification", Port Melbourne Containers Pty. Ltd will not be able to service the truck. Under no circumstances can notifications be made after trucks have arrived at the depot. Truck will be asked to leave and only return once notification has been made for the next available window.

12. Paperless Facility

With the introduction of forklift mounted terminals (FMT), Port Melbourne Containers are now primarily a paperless operating facility.

Container transport operators (CTO'S) are advised that no paper delivery orders are required for empty container returns unless you are attempting to de-hire a container with an alternate facility designated on the return advice. In this case we reserve the right to accept or reject these returns based upon the arrangement in place with the shipping line. The gate in docket is emailed to the address set up in your Containerchain account and no dockets for these returns will be printed on site.

In relation to container pick-ups all official gate out receipts are emailed to the designated email address in your Containerchain account. No gate out receipts will be printed on site

We will continue to provide container seals to drivers when they have been provided by the shipping line. If a seal is required, the driver will need to stop at the main office before entering the loading area in order to be given a seal.

In addition to the above, when creating a notification please ensure that door direction is specified. If no door direction is specified, we will load the container with doors as they come from the stack. Do not come to the office to specify door direction please, this is to be done as part of your notification.

13. Cancelled Notifications

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 be still be charged.

Port Melbourne Containers Pty. Ltd. 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

14. Invoicing

Container Fees will be invoiced to CTO's by Containerchain Pty Ltd on behalf of Port Melbourne Containers Pty Ltd in accordance with the website Terms of Use.

Invoices are raised weekly and represent all activity for the preceding week.

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

15. Dispute Resolution

If the intended container return or pick up from a "Notification" does not occur due to a contributing factor from Port Melbourne Containers Pty. Ltd. The CTO is required to log the issue with the Containerchain Help Desk within 60 minutes of the truck departing Port Melbourne Containers Pty. Ltd. This is to enable any potential invoice dispute regarding the "Notification" to be addressed.

Disputed invoices can be taken up via the Containerchain Help Desk at www.containerchain.com.au

16. Liability and Indemnity

The carrier must indemnify and keep indemnified Port Melbourne Containers Pty. Ltd. in respect of any loss or damage or death or injury to any person as a consequence of:

(a) Any breach of this arrangement by the carrier, its drivers, agents or contractors; (b) Any negligent act or omission or wilful misconduct of the carrier, its drivers,

Agents or contractors; and

(c) Any damage to Port Melbourne Containers Pty. Ltd. property where such damage is the fault of the carrier, its drivers, agents or contractors.

Except to the extent that such loss or damage is caused by a breach of this arrangement or an act or omission constituting negligence or wilful misconduct by Port Melbourne Containers Pty. Ltd., Port Melbourne Containers Pty. Ltd. must indemnify and keep indemnified the carrier in respect of any loss or damage or death or injury to any person as a consequence of:

(a) Any breach of this arrangement by Port Melbourne Containers Pty. Ltd.

(b) Any negligent act or omission or wilful misconduct of Port Melbourne

Containers Pty. Ltd.; and

(c) Any damage to the carrier's property where such damage is the fault of. Port Melbourne Containers Pty. Ltd.

Except to the extent that such loss or damage is caused by a breach of this arrangement or an act or omission constituting negligence or wilful misconduct by the carrier, its drivers, agents or contractors.

17. Fatigue Management

Carriers are required by law to ensure drivers do not exceed their maximum regulated hours for driving and working. PMC will assist in every way to notify carriers of current and possible delays at PMC. These notifications will be sent via our "Message Alert System" which sends emails to registered users.

All carriers are responsible for managing their driver's hours and carriers must

Change over drivers who have worked their maximum number of hours. If the carrier is unable to change drivers then the carrier must withdraw and move the truck away from PMC.

18. Depot Opening Hours

Day to Day Operations-Monday to Friday 6am to 6pm (excluding public holidays) Bulk
Runs by prior arrangement

19. Alterations to these Carrier Access Arrangements

Port Melbourne Containers Pty. Ltd. reserves the right to alter this Carrier Access
Arrangement. CTO's will be advised of alterations to this arrangement via the website at
www.containerchain.com.au