



Notice to all Users of the Northport Gantries

Gantry Compliance – Renewal 2023/2024

Purpose of the Gantry Compliance Process:

Gantry compliance

The safety and wellbeing of everybody using Northport plant and equipment is paramount for us. Northport's gantry compliance system protects operators from using the gantries incorrectly or using them with unsafe components such as damaged lifting chains.

The protections we have in place for use of our gantries include:

- They can only be used by trained operators.
- They can only be used with trucks that have compliant lifting gear.

Requirements for use

Trained operators only

Trucking companies wanting to use the gantries must ensure that their drivers are trained in Northport's Gantry Operating Procedures (Appendix 1) and that drivers comply with these procedures every time they use a Northport gantry.

Records of Training for the driver must be maintained by the truck company and be made available upon request from Northport Ltd.

Our Gantry Operating Procedures are displayed prominently at our gantries and are attached to this notification.

Inspection Register

Trucking companies wanting to use the gantries must send a fully completed copy of our Inspection Register memo (**Appendix 2**) to ***hse@northport.co.nz*** before they will be provided a Gantry Compliance Sticker/s.

Note: This must be signed by a competent person authorised by the trucking company.

Trailer Inspection Register

Trucking companies wanting to use the gantries must also provide a fully completed copy of our Trailer Inspection Register (**Appendix 3**) to ***hse@northport.co.nz*** before they will be given Gantry Compliance Sticker/s. Larger trucking companies may choose to submit their information in a Microsoft Excel spreadsheet that includes all the information fields contained in (**Appendix 3**).

Gantry Compliance Sticker

Any truck using a Northport gantry will display the current Gantry Compliance sticker on the driver's side of the truck's windscreen.

Trucking companies wanting to use the gantries with multiple trucks and trailers must ensure that any truck and trailer unit is correctly matched as per the Trailer Inspection Register (**Appendix 3**).

Gantry Compliance Stickers expire on 31 August each year. They are colour-coded: the 2023/2024 sticker is **ORANGE** (example over the page).

Unmatched truck and trailer units Trucking companies wanting to use the gantries with multiple trucks and trailers must inform our Port Services Centre staff before using any Northport gantry if the Gantry Compliance Sticker on a truck is not matched with its trailer in our Trailer Inspection Register (**Appendix 3**).

Additional information

- Northport has worked with the Log Transport Safety Council (LTSC) and Northland Freight Group to ensure the highest practicable standards are achieved at our gantries. Operator training and using appropriate, well-maintained equipment is essential for this.
- The LTSC has implemented its own standards for safe gantry use. However, only drivers/operators trained in Northport's Gantry Operating Procedures (**Appendix 1**), and using trucks contained in our Trailer Inspection Register and displaying a valid Northport Gantry Compliance Sticker (below) can use Northport's gantries.
- Note that the gantries have either a SWL of 8T or SWL of 10T.

Improvement notices

In July 2023 Northport was served an Improvement Notice by Worksafe NZ in regards to lone working by truck drivers at the Northport gantries.

Northport has subsequently added an extra CCTV camera monitoring both gantries and installed an extra two emergency call buttons onto the gantry frames. These trigger an audible and visual alarm at both the gantry and the Port Services Centre.

The Improvement Notice has now been confirmed as complete by Worksafe, but Northport reminds all trucking companies that all employers are required to put in place appropriate lone worker arrangements for their employees if they are working alone with these lone working arrangements made available to Northport Ltd on request. Further information is given here:

<https://www.employment.govt.nz/starting-employment/rights-and-responsibilities/protecting-employees-who-work-alone/>

<https://www.worksafe.govt.nz/topic-and-industry/work-related-health/violence-at-work/lone-working/>

Gantry Compliance Sticker 2023-2024:



PURPLE stickers are no longer valid after 30/9/2023

Mandatory safety requirements at the Northport gantries:

Mandatory PPE		
Hi Viz	Steel cap boots	Hard Hat
		



If in doubt, stop and contact Port Services on 09 432 5018.

Risk Register – Northport Limited Gantry Operations

Risk	Controls / Rules
Raised Trailer (Suspended Load)	Operators to ensure they and any bystanders or assistants are as far as practicable from the suspended load (trailer). Working under a raised trailer could result in serious harm or death should the trailer drop for any reason.
Damaged or non-compliant Lifting Chains	Trailer lifting chains must be certified and compliant with LTSC standards with respect to grade and configuration, and inspected by a competent person at least annually. Additionally, the operator is required to inspect the chains for visual defects prior to each lift.
Traffic	Gantry operators to be aware of other trucks and mobile plant in the vicinity of the gantry to ensure no interactions between their operation and the adjacent gantry, fuel pumps, roadway or log yard. Workers must wear hi-viz at all times at Northport and light vehicles are required to display an amber flashing light.
Dropped Items	Clear loose bark and debris off trailer before lifting. Hard hat and protective footwear are mandatory within the gantry area.
Trailer Swinging	Waiting trucks must stop before the marked white line. The operator and other workers must stay well clear of the swing zone during a lift.
Pinch Points	When rotating the drawbar ensure you are not caught between the drawbar and the trailer or gantry frame. The momentum of a rotating drawbar or swinging trailer can cause serious injury upon impact. Gloves to be considered by the operator to mitigate the risk of hand injuries from pinching or abrasion.
Trailer Debris	Watch for trailer debris. Failure to notice debris may result in an injury from tripping. Keep area clean and tidy and consider glasses if conditions are dusty.
Slips/Trips/Falls	Take care when accessing and egressing from your cab and when attaching or removing the gantry hook. Drivers must have 3 points of contact at ALL times when off the ground.
Other people	Ensure non-approved people are not in proximity to the lifting area. The operator is responsible for ensuring the gantry and bystanders are safe to use.
Manual Handling	Good maintenance of the trailer and lifting equipment hardware will assist the operation. Correct technique is important to minimise stress on the body. Consider assistance from a second competent gantry operator (if available).
Wet conditions	Take care when getting in and out of your cab in wet conditions. Failure to take sufficient care can result in slip injuries.
Emergencies	To support trucking company's lone working arrangements, three Port Alarm call points are installed on the West, North and East sides of the gantries. 24/7 camera surveillance is in operation, with Port Services Centre available 24/7 for support.
Unauthorised modification to gantry components	Gantry operators must not modify any aspect of the Northport gantry or gantry hook. Drivers are required to perform a pre-operational check of their lifting gear and the gantry with any faults reported to Northport Ltd prior to use. Keeper catches are fitted to the Northport gantry hooks. Full 24/7 camera surveillance and proximity to the Port Services Centre support compliance.

FOR ADVICE OR TO REQUEST ASSISTANCE:

CALL PORT SERVICES 09 432 5018 (24/7)

Appendix 1: Northport – Gantry Operating Procedure

(Note: Western Gantry SWL is 8T, Eastern Gantry SWL is 10T)

Northport Limited Gantry Operating Procedure

- 1: **Before using Northport Gantries all Drivers must be fully trained and competent with using this operating procedure.**
- 2: **Personal Protective Equipment must be worn at all times. Hi-visibility clothing, safety boots and safety helmet are mandatory PPE. Gloves and safety glasses to be considered by the operator.**
- 3: **Drivers must inspect all lifting equipment before lifting takes place (perform inspection of chains, lifting rings, anchor points and gantry wires, etc).**
- 4: **If someone is helping you, communicate clearly and agree actions before operating.**
- 5: **Never operate the gantry with anyone under or on the other side of your trailer. Moving under a suspended trailer is prohibited at all times and the operator is responsible for knowing the whereabouts of any persons assisting.**
- 6: **Trailer lifting ring must be under hook before lifting. If too far forward a siren will sound disabling the raise function. In this case, lower and reposition your trailer.**
- 7: **Swipe Dallas Tag to start. LEDs on electrical control box show if system is active or emergency stop has been activated.**
- 8: **Stand clear when lifting the trailer. Be aware that the trailer could swing.**
- 9: **When turning drawbar, trailers must be as close as possible to the ground. The drawbar is to be pushed and the operator must never position themselves between the drawbar and the trailer or gantry frame.**
- 10: **When unhooking trailer take appropriate care when climbing onto the truck.**
- 11: **Please raise hook fully and remove all bark from the trailer before leaving area.**
- 12: **Any damage or incident must be reported to the Port Service Centre immediately.**

It is strictly forbidden to alter the gantry hardware (e.g.: hooks) in any way. The gantries are under 24/7 video surveillance and breaches may result in exclusion under Northport's 'three strikes' policy.

Appendix 2: Inspection Register – Memo to Northport



Memorandum

TO: Northport Ltd

SUBJECT: Gantry Compliance 2023 / 2024

This memo confirms that we have read and understood the information provided by Northport and attach our trailer inspection register. We confirm that drivers using the Northport Gantries are trained and competent to use them.

Company Name: _____

Competent Person: _____

Company Representative: _____

Signature: _____

Date: _____

Mobile number: _____

Note:

Competent Person – Means a person who has acquired, through a combination of qualifications, training and experience, the knowledge and skill to perform the required task.

Please complete the above and the **Appendix 3: Trailer Inspection Register** and scan/email both copies back to hse@northport.co.nz with "Gantry Compliance" in the subject heading.

