

Office Only	
Received	
Completed	
Collected	



Vehicle Rego:

Date:

VEHICLE PORT ACCESS APPLICATION FORM

APPLICANT NAME

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Can be under business manager's name for pool vehicles

Vehicle Drivers
(Please select)

Single Driver Multiple Drivers

COMPANY NAME

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COMPANY ADDRESS

APPLICANT CONTACT NO's

Work:	
Cell:	
Email:	

ACCESS AREAS REQUIRED
Please select access area's required

Admin buildings	<input type="checkbox"/>	Coal Yard	<input type="checkbox"/>
Tug Jetty	<input type="checkbox"/>	Woodchip Office	<input type="checkbox"/>
West Weighbridge	<input type="checkbox"/>	Berth frontage	<input type="checkbox"/>
Dry Goods Store	<input type="checkbox"/>	Log storage areas	<input type="checkbox"/>
Other	<input type="text"/>		

Reason for Vehicle Access

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APPLICANT SIGNATURE

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- i. By signing this document you agree to abide by the rules of this application.
- ii. NORTHPORT Ltd retains the right to refuse any application for access and/or request further information to establish the identity of an applicant.
- iii. NORTHPORT Ltd retains the right to withdraw and/or cancel the vehicle access for any valid reason, including but not limited to abuse of vehicle rules or failing to comply with any NORTHPORT Ltd operational requirements.

Office Use Only

Any special conditions for vehicle entry

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Enter Details

Sticker Colour Sticker No.

Date on completion

Acknow Form Entered

Accepted and Authorised By
Northport: Signature

Approved Access Sticker Rules – Version 5

Objective:

To provide an improved means of controlling passenger vehicle access to various areas within the Northport site and reduce the amount of traffic around the log yard and berth apron when vessels are working.

Scope:

This access system requires all vehicles (excluding highway log trucks, off highway trucks, loaders, high stackers, fork hoists dock trucks, diggers) to display a permanent (or where applicable temporary) coloured sticker which will identify what areas that vehicle has access to.

Area definitions:

Yellow Sticker – this area is regarded as extremely high risk and encompasses the log yards as well as all other areas.

Red sticker – this area is regarded as high risk and encompasses the berth area and all others areas. Access to the working log yard areas is NOT PERMITTED.

Green sticker – this area is regarded as medium risk and encompasses the main access roads into the port to allow users to get to any of the following locations - dry goods store area, weigh bridge, quarantine garbage station, tug jetty, and includes the road to Northport administration, Northtugz, ISO, Genera. Access to the working log yard and the berth apron area is NOT PERMITTED.

Blue Sticker – this area is regarded as low risk and encompasses the area from the Port Services to the Northport administration building and includes the Genera yard, ISO, North Tugz buildings and portacom's only.

General Rules:

You have been provided with a colour coded traffic management plan, you may only travel in areas that correspond to the colour on your sticker. If you are found to be travelling in an unauthorised area, you will be directed to leave that area immediately and you may be requested by Northport staff to explain (in writing) the reason for your presence in that area.

In instances where access is required to an area you are not currently authorised for, please contact the security gatehouse and request authority. You will be required to visit the gatehouse to collect a different coloured short term access card. This is to be returned to the Port Service Centre immediately after you vacate the area you have visited.

Regular Port Users designated by Northport Ltd:

Regular port users will be issued stickers to be affixed to outside of the windscreen in centre top. This is to ensure good visibility and not get in the way of other certification stickers. Where windscreen replacement occurs then the vehicle driver must apply for a replacement sticker if it is unable to be transferred from the old screen.

Non-regular Users and Visitors to the Northport site:

Visitors to the site will be required to state where they are going and who they are going to see. They will be issued with the relevant coloured sticker on a laminated sheet by the Port Services staff at the main entrance which also shows a map of the port (with coloured routes as per sticker colour). This laminated page must be displayed on the dash of the vehicle.

On-going management:

Port Services staff will be required to challenge any vehicle attempting to access the port without a coloured sticker and also conduct checks on those vehicles that have stickers affixed to the windscreen to ensure compliance.

Port Security Manager

NORTHPORT LTD.