Lyttelton Port of Christchurch is committed to providing a secure workplace for all persons who work in, visit and use the port. All Health and Safety practices will be undertaken in accordance with statutory regulations, codes of practice and safe operating procedures.

LPC’s security policy is compliant with the NZ Maritime Security Act 2004, the International Ship and Port Security Code, and other applicable legislation.

Security can be contacted on:
Phone: +64 3 328 7917
Fax: +64 3 328 7803
Email: security@lpc.co.nz
**Lytelton Port of Christchurch**

Lytelton Port of Christchurch (LPC) is committed to providing a Safe and Secure workplace for all persons who work in, visit and use our port.

**HEALTH AND SAFETY**
- All rules outlined in this document are to be adhered to
- High visibility clothing and safety footwear is the minimum level of PPE and must be worn in all areas, additional PPE may be required in operational areas
- If carrying hazardous goods ensure that you have the relevant documentation
- Any Health and Safety concerns while at the port must be reported to:-
  - Health and Safety Manager
  - (03) 328 8198 (EXT 768)
  - Email Safetymatters@lpc.co.nz

**ACCIDENTS AND EMERGENCIES**
If you require emergency services within the port area dial 111 then notify LPC Security Control Centre.

Tel: +64 3 328 7806 or VHF channel 12 or 11.

The Security Control Centre staff will direct the emergency services to the emergency site.

**PORT EVACUATION**
In the event of a port wide emergency, the Civil Defence siren will be activated [five long siren sounds]. Proceed to designated assembly points marked over (leaf by red dots) immediately and follow instructions of LPC personnel.

**SECURITY POLICY**
LPC’s security policy is compliant with the NZ Maritime Security Act 2004, the International Ship and Port Security Code, and other applicable legislation.

Security can be contacted on:
- Phone: + 64 3 328 7917
- Fax: + 64 3 328 7803
- Email security@lpc.co.nz

**NO PHOTO IDENTIFICATION | NO ENTRY | NO EXCEPTIONS**
All persons wishing to enter LPC must present identification
- A valid driver’s licence or;
- A valid passport

LPC provides photo identification and access cards for applicants who are regular users of the port. For an application form please visit the LPC Security Control Centre or our website www.lpc.co.nz.

**CONDITIONS OF ACCESS**
Any persons entering LPC property may be subject to a random vehicle and/or baggage inspection by an authorised Port Security Officer. All persons entering LPC property must comply with:
- Maritime Security, Customs, MPI regulations (formerly MAF), Health and Safety in Employment Act
- Only those on authorised business within the port may have access
- Children under the age of 16 are NOT permitted within the port
- Entry into restricted areas is prohibited unless directed by authorised personnel
- Visitors to ships must have the authority of the Ship’s Master or agent and have reported to security control
- Surveillance cameras are in operation throughout the port
- No access will be allowed in to quarantine areas
- If carrying hazardous goods please ensure that you have the relevant documentation
- No goods are permitted to leave LPC without the appropriate NZ Customs, MPI, Forestry or Health Authority documentation. This includes dunnage, packing materials, waste and empty containers.
- Electronic equipment, cigarettes, lighters or matches are prohibited in hazardous goods areas and on the LPC Oil Wharf.
- Animals are NOT permitted within the port
- Care should be exercised at all rail crossings Stop, Look Listen, before proceeding by foot or vehicle.

**CONTRACTORS**
All contractors on the port are required to
- Inducted prior to commencing work
- Provide a health and safety plan where required
- Obtain permits that are required for specialist work e.g. hot work, excavations, confined space

**FOOT TRAFFIC**
- All foot traffic must keep to the designated yellow walkways
- A shuttle bus service is available to transport personnel to and from restricted areas - contact LPC security
- Ships’ crew must use the security shuttle for access to vessels
- Watch for trip hazards, ropes, cables and holes, especially in wooden decking

**MOTOR VEHICLE & TRUCK ACCESS**
- The maximum speed limited is 30 KPH. There are also STOP and GIVE WAY signs at several points around the port. These must be observed.
- Park in designated parking areas
- All vehicles entering port operations may be subject to random searches
- The traffic systems overleaf indicate where access roads, wharves and operational areas are located. Please observe the road rules for the safety and convenience of all vehicle operators.
- Vehicle hazard lights must be used when authorised vehicles enter operational areas, vehicles entering these zones must proceed with caution
- A flashing roof light must be used when parking adjacent to a vessel
- Passengers must vacate trucks at the Security Control Centre. Security staff are NOT permitted to accommodate passengers within the Security Control Centre.
- Port services should be notified when oversize or overweight cargoes are to be moved
- All cranes and overweight vehicles must apply for a permit to operate on any of the wharves. This permit can be obtained through our website www.lpc.co.nz/marinefacilities/berthfacilities

**TAXIS**
- All taxis must follow the instructions of security and may not access restricted zones. Passengers may only be picked up or set down outside of the restricted area
- LPC will not be liable for any lost property incurred whilst on port property.

**TE AWAPARAHI BAY RECLAMATION**
The reclamation area is not to be entered without the express permission of the Site Supervisor.