

	FIPASS SAFETY NOTICE Do's & Don'ts	Document No.:	SAFTEY NOTICE 001
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Due to recent accidents and near miss reports, the following Safety Notice has been produced to summarise the areas that are producing the highest levels of **non-compliance**. This Safety Notice should be communicated to all FIPASS Users within your organisation. Your continued compliance is essential in order to keep all FIPASS Users as safe as reasonably practicable.

Do Not

1. Embark or Disembark Vessels by any other means than the ships gangway.
2. Exceed the 10mph speed limit.
3. Park in any area obstructing access or operations.
4. Let any incident, accident, dangerous occurrence or near miss go unreported.
5. Get involved in a task you are not trained/qualified to do.
6. Walk directly through operational working areas.
7. Operate Plant Machinery if you're not trained, qualified or authorised.
8. Berth, unberth or move a vessel along the dock without a FIPASS Duty Manager present.
9. Handle mooring lines of another vessel that is berthing/unberthing.
10. Engage in working activities, without the appropriate PPE.

Do

1. Take your instructions from the Atlink Duty Manager.
2. Wear the appropriate PPE for the task you are undertaking.
3. Get an appropriate Work Permit for Hot Works, Diving & Handling Dangerous Goods.
4. Ensure you have the appropriate licences to operate plant machinery and be authorised by your company.
5. Ensure to use the designated walkway when crossing the causeway.
6. Ensure you know the Emergency Phone Numbers and Emergency Muster Point.
7. Adhere to the safety signage.
8. Keep the berth clean and tidy, during and on completion of operations.
9. Use crane outrigger pads for lifting operations.
10. Park your vehicle in a designated parking area, not obstructing access egress for Emergency Services.