



**NORTH SEA TERMINAL  
BREMERHAVEN**

# **Safety Guide**

**for your stay on**

**North Sea Terminal Bremerhaven**



# Welcome to NTB

Why you have  
received this guide

Our terminal is busy around the clock:  
security is not an option, but an  
obligation.

Always be vigilant on the premises  
and always follow the applicable  
traffic regulations.

This guide is intended to ensure that  
you are familiar with the rules and  
guidelines that contribute to a safe  
working environment for all of us.

We wish you a pleasant stay  
at our terminal!



## General rules of conduct



■ Photographing and filming is generally prohibited on NTB premises!

■ Fire, naked flames and smoking are prohibited in the harbor area in compliance with Bremen port regulations!

■ No weapons of any kind are authorized on NTB premises!  
■ The instructions of NTB staff must be followed!

## Behaviour in the event of an accident – reporting chain

Accidents and incidents of any kind on NTB premises have to be reported immediately to our Shift Manager!

Phone: +49-471-94464-146

**Who** is calling?

**What** happened?

**Where** did it happen (precise location)?

**How** many people are hurt?

**What** kind of injuries?

**What** measures have already been taken?

**Wait for confirmation! Secure the accident site!**

**Provide first aid!**

The shift supervisor alerts the rescue service, coordinates the operation and all further measures!



You will find **first aid kits** on every container bridge, every railway crane, in every office container, at the foreman's and in the company building! **1 defibrillator** each can be found at the shift supervisor, at the forklift pool, at the entrance to the truck handling and at the reefer base.

## Behaviour in case of fire in the office building

**Extinguishing agents** are located in each fire compartment on the floors! Behind each of these doors there is an ABC powder extinguisher and a wall hydrant with extinguishing hose!



**Fire alarm –**  
Break the window  
and press button deeply!

## Behaviour in case of fire in the office building

**In the event of a fire alarm in Gatehouse 5**, shut the windows and doors and exit the building in accordance with **the escape and rescue plans** by the shortest route. These are displayed on each floor.

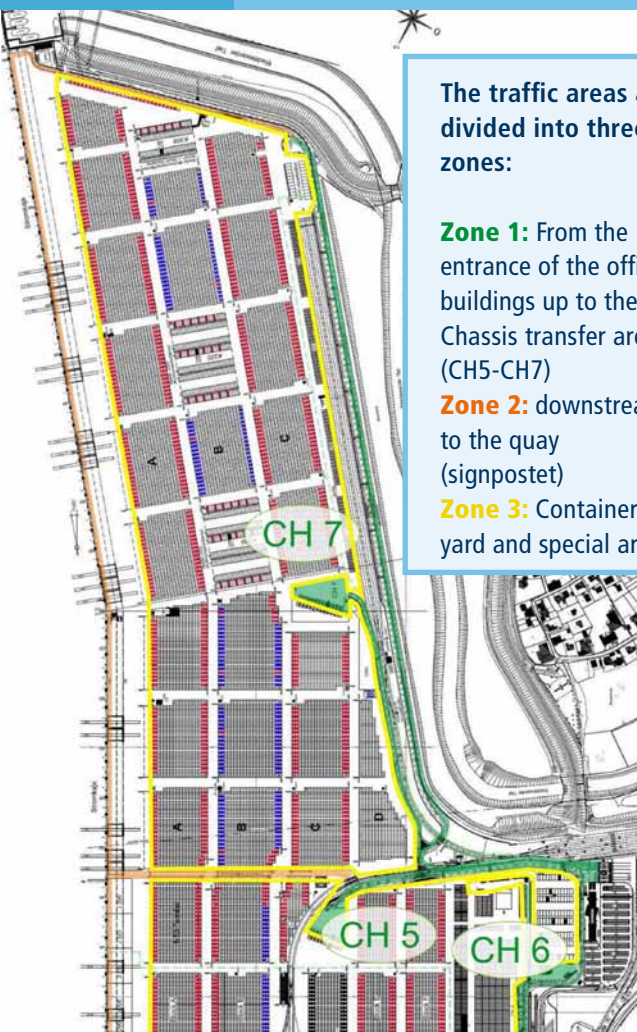
If developing fire is detected, it must be contained using suitable extinguishing. Once this has been done, the shift supervisor must be contacted by phone: **+49 (0)471 94464-146**. Otherwise, the alarm must be triggered by pressing the alarm button!

**All persons in the immediate vicinity must be warned by loud repeated shouts of "FIRE" and knocking on doors to warn of the danger!**

**Do not use lifts!** All people in the building must go to the assembly point immediately, quickly but without running!



**The assembly point** is located on the land side, next to the car park. Contact the shift supervisor there (recognisable by the green safety vest)!



The traffic areas are divided into three zones:

**Zone 1:** From the entrance of the office buildings up to the Chassis transfer areas (CH5-CH7)

**Zone 2:** downstream to the quay (signpostet)

**Zone 3:** Container yard and special areas

## Driving rules for “Wilhelm-Kaisen” container terminal

German road traffic regulations apply at the terminal!

Valid for all zones:

- + Speed limit 30 km/h!
- + Switch your headlights on!
- + Wear high visibility clothing (like safety vest/jacket)!
- + No pedestrians inside the terminal!
- + No overtaking of moving straddle carriers and empty handlers!

**Zone 2 also requires:** A rotating flash light must be visibly installed on the vehicle roof and switched on or an escort vehicle must be travelling in front!

**Zone 3 also requires:** This zone may only be entered with express authorization and a signal-mast-trailer must be carried.





## Hazardous goods signs



Explosive  
substances  
or preparations



Non-flammable  
non-toxic  
gases



Flammable  
gases



Toxic  
gases



Flammable  
liquids



Flammable  
solid materials



Spontaneously  
combustible  
substances



Substances which  
emit flammable gases  
in contact with water



Inflammatory  
or oxidising  
substances



Organic  
peroxids



Toxic substances  
or preparations



Radioactive  
material



Corrosive  
substances



Miscellaneous dangerous  
substances and articles

## Hazardous goods at the terminal

At the container terminal, the proportion of dangerous goods containers handled in relation to the total number is approx. 4%. These are temporarily stored in specially designated storage areas at the terminal. The following materials/goods are handled at the container terminal:

- + **flammable or explosive**  
(oxidizing, extremely flammable, highly flammable or explosive)
- + **hazardous to health**  
(toxic, very toxic, harmful, corrosive, sensitizing, carcinogenic, toxic to reproduction toxic or mutagenic)
- + **environmentally hazardous**

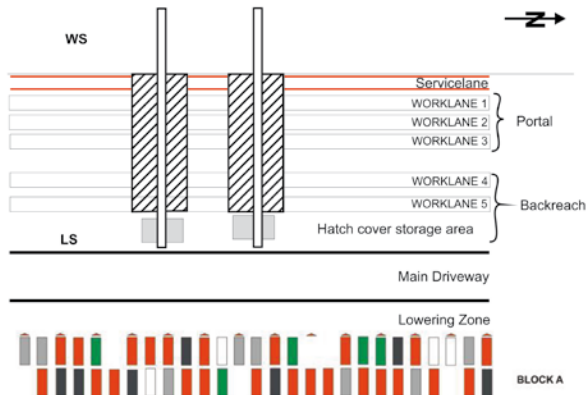
Due to the volume of hazardous goods handled, the terminal is subject to the Federal Immission Control Act. All measures arising from this have been agreed with the supervisory authorities. The company has taken all necessary safety measures to prevent operational disruptions and incidents affecting the environment.

All irregularities involving hazardous goods must be reported immediately to the NTB shift supervisor:  
**phone +49 (0)471 94464-146**

## Danger on the quay

All small vehicles must always drive in the service lane at the quay! If the service lane is not passable due to obstacles, you may use the carriageway with extreme caution! When entering the service lane, vehicles and straddle carriers travelling in the service lane must be given priority! When doing so, drive as far to the right as possible within the white solid lines (meeting traffic with handling equipment)!

**Driving into the bridge area (portal and backreach) on your own is prohibited!**



## Compliance with health and safety regulations

All activities at the container terminal are subject to the relevant health and safety regulations of the respective trades! When working on the container terminal, persons present on NTB's premises must not be endangered. The contractors and their people responsible must take this into account accordingly in their risk assessments and instruct their personnel to act accordingly!

**Cutting, welding and hot works** have to be requested from the harbour authority via the NTB shift supervisor (**phone +49 (0)471 94464-146**) in good time before commencing the activity in accordance with the Bremen harbour regulations!

### My checklist

- + Is a risk assessment available?
- + Are my employees aware of/instructed in the hazards?
- + Has today's work order been discussed?
- + Is my client aware of my presence?
- + Are all authorizations available?



# Environmental protection

Anyone staying at the container terminal shall ensure that the environment is not endangered and that impact/contamination is avoided!

Accidents involving environmentally harmful hazard must be reported immediately to the NTB shift supervisor!

# Energy saving measures

NTB is committed to the respectful and conscious use of energy resources and has undertaken to continuously reduce its specific energy consumption by introducing an energy management system.

**We also expect this sustainable use of energy resources from our partners and visitors.**



# Notes on port facility security



**NTB has been subject to the regulations of the ISPS Code since 1 July 2004.**

**The entire harbour facility is fenced in and is partially under video surveillance.**

**An exemption licence (daily or permanent permit) is required to enter the terminal.**

Permits are only issued to individuals and are not transferable.

**The holder of a permit** may only take persons known to him personally into the terminal in his vehicle; all passengers must leave the terminal together. He is responsible for ensuring that all passengers also comply with the safety regulations.

NTB reserves the right to carry out control measures at any time, such as identity checks, checks on persons and objects carried, as well as checks on motor vehicles.

**The PFSO/Security Assistant on duty can be contacted by phone: +49 (0)471 94464-146**

**or by e-mail: [security@ntb.eu](mailto:security@ntb.eu)**





**NORTH SEA TERMINAL  
BREMERHAVEN**

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25/06

## Contacts

**Management Team**  
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**info@ntb.eu**

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**All contact  
details can be found  
on our website:**  
**[www.ntb.eu/en/service-en](http://www.ntb.eu/en/service-en)**



**Safety Manager**  
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