

Port of Melbourne



Port Rule No. 01

Handling of Dry Bulk Cargoes at Shipping Terminals in the Port of Melbourne

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Classification: Unclassified

Date:	October 2016
Subject:	Port Rule No. 01
File ref:	EMS 4.6.3

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1 Introduction

This Port Rule applies to relevant tenants of Port of Melbourne Operations Pty Ltd (Port of Melbourne) and all Hirers and Licensees of Common User Facilities in the Port of Melbourne.

This Port Rule is also known as 'Dry Bulk Cargo Handling Protocol' or 'Port Rule No. 1'.

2 Approval for Dry Bulk Transfer Operations

2.1 Application for Authority

The *Port Management Act 1995* and the *Port Management (Port of Melbourne Safety and Property) Regulations 2010* make the transfer of dry cargo in bulk a "Hazardous Port Activity". This requires a mandatory application to Victorian Ports Corporation (Melbourne) (VPCM) for authorisation and notification of a proposal to carry out any bulk dry cargo transfer.

An application for an Authority must be sent to VPCM at least 24 hours in advance via email to PortSafety@vicports.vic.gov.au. Further details can be provided by VPCM's Duty Officer during business hours on tel: (03) 9644 9745.

All dry bulk activities must also comply with VPCM's 'Bulk Dry Cargo Management Guideline' available via www.vicports.vic.gov.au.

2.2 Purpose and context

The purpose of this Port Rule is to set standards for the handling of dry bulk cargoes on vessels and on wharves at the Port of Melbourne so that all dry bulk handling operations at the Port of Melbourne are conducted in accordance with the Port of Melbourne Environment Policy.

In complying with this Port Rule, Users are also required to refer to other existing guidelines in relation to the handling of dry bulk cargoes which include:

- *The Loading and Unloading of Solid Bulk Cargoes* (ICHCA)
- *Code of Practice for the Safe Loading and Unloading of Bulk Carriers* (AMSA)
- *The Handling and Transport of Dangerous Cargoes in Port Areas* (Section 9, Australian Standard (AS) 3846 2005).

All operations are required to be conducted in a manner that will appropriately manage waste and pollution, promote efficient use of resources and manage environmental impacts. Hirers, Licensees and tenants must comply with all applicable environmental legislation and other requirements, and ensure that they manage their environmental impacts.

This Port Rule will be subject to regular review to ensure that dry bulk cargo handling operations at the Port of Melbourne are continually improved.

3 Scope

3.1 Operating principles

When handling dry bulk cargoes at any shipping facility in the port (the “Terminal”), Users must ensure that

- i. Discharges of particulate from the Terminal, including fine dust, are managed in a way that might reasonably be expected to not be detrimental to:
 - a. the life, health wellbeing of people;
 - b. life, health and wellbeing of other forms of life, including marine fauna and flora;
 - c. visibility;
 - d. useful life and aesthetic appearance of buildings, structures, property and materials; and
 - e. aesthetic enjoyment and local amenity.
- ii. Discharges of particulates, including fine dust, or contaminated wash waters from the Terminal are managed in such a way that might reasonably be expected to not be detrimental to:
 - a. industrial water supply;
 - b. navigation and shipping;
 - c. recreation, including secondary contact (e.g. boating, fishing) and passive aesthetic enjoyment;
 - d. production of edible fish;
 - e. maintenance and preservation of foreshore and stream-bank ecology; and
 - f. the quality of port waters

3.2 Handling of cargo

3.2.1 Loading and unloading

- i. All activities carried out at the Terminal including dry bulk cargo handling, movement and storage, and waste storage and disposal must be carried out in accordance with this Port Rule.
- ii. While loading/unloading dry bulk cargo from a vessel, sufficient deflectors must be attached and positioned to prevent particulates dropping/spilling directly into Port waters. As a minimum, deflectors must be placed between the hopper and the vessel and at the point where the grab crosses the vessel’s rail.
- iii. Subject to the cargo level in the vessel’s hold, while loading/unloading, grabs must be lowered fully into the vessel’s hold, and also fully lowered into the hoppers or down to the wharf deck (as the case may be), before releasing cargoes. At all times, cargoes must

be released from a grab at a height and a speed that minimises escape of particulates from the hopper.

- iv. No cargo may be placed on the wharf deck unless its properties are such that windblown dust emissions can be managed and any residues can be cleaned off the wharf deck without staining. Users must lodge an Environmental Management Plan (EMP), and a Safe Work Method Statement (SWMS) outlining controls for identified impacts and hazards. Written approval must be obtained from Port of Melbourne before storing cargo on the wharf deck. Cargo stacks on wharf decks must not exceed the following heights:
 - a. F Appleton Dock
 - Scrap steel - 1.0 metres
 - Other dry bulk cargoes - 2.5 metres
 - b. 28/29 South Wharf
 - Scrap steel - 0.7 metres
 - Other dry bulk cargoes - 2.0 metres
 - c. 6 Yarraville
 - All dry bulk cargoes - Nil (bulk stacking on wharf)
- v. Grabs must be of a fully closing type to minimise spillage. Grabs that spill excessive quantities of cargo must not be used.
- vi. All cargo handling must be carried out at all times in a manner that minimises emission of particulates and spillage of cargo.
- vii. The loading/unloading of light cargoes subject to wind-blown dust emission (e.g. soybean meal, soda ash etc.) must cease in the event of winds causing particulates to disperse past the Terminal boundary.

3.2.2 Terminal cleaning

- i. All spillage arising from dry bulk cargo handling at the Terminal must be cleaned up and where necessary disposed of at a Victorian Environment Protection Authority (EPA) licensed waste disposal facility and, if applicable, in accordance with Australian Biosecurity requirements.
- ii. All spilt cargo must be continually swept up to minimise cargo build up on the wharf and to ensure no offsite emission of particulates occurs during the loading or unloading of dry bulk cargo as well as at the end of the cargo transfer. A vacuum street sweeper must be available at the Terminal at all times to sweep up cargo as it is spilt. Also, the provision of alternative equipment for cleaning up cargo residues in areas difficult to access must also be available where necessary.
- iii. Clean up following completion of cargo handling must be undertaken within two hours subject to reasonable delays caused by wet weather.
- iv. Clean up includes manual sweeping and collection of cargo residues around wharf capping, bollards and other wharf features, and the removal of cargo residues from stormwater pits.

- v. Where a terminal provides a washdown area, all cleaning of equipment must be carried out within the washdown area.
- vi. high pressure equipment must be used for any washdown with water.
- vii. Water must not be used to wash down the wharf surface or equipment outside washdown areas or in contravention of any water restrictions imposed by Port of Melbourne unless Port of Melbourne approves such activities.
- viii. At no time shall cargo residues be swept or disposed of into Port waters or a Terminal's stormwater system unless approved by Port of Melbourne.
- ix. Any cleaning operations which themselves could generate windblown emissions of particulates must cease in the event of winds causing the residue to disperse past the Terminal boundary.

3.2.3 Vessel cleaning

- i. All spillage on a vessel arising from dry bulk cargo handling must be cleaned up and disposed of in an appropriate manner before the vessel departs.
- ii. All split cargo on a vessel must be continually swept up to minimise cargo build up on the vessel deck and to ensure that no offsite emission of particulates occurs during loading or unloading of dry bulk cargo as well as at the end of the cargo transfer.
- iii. At no time shall cargo residue be swept or disposed of into Port waters.
- iv. Water must not to be used to wash down a vessel's deck or equipment whilst the vessel is within Port waters.
- v. Ballast water intake must not overflow onto the vessel deck resulting in cargo residues being washed into Port waters.

3.3 Cargo planning

- i. Port of Melbourne may require a person intending to handle dry bulk cargo to prepare an Environmental Management Plan (EMP) prior to the arrival of a particular vessel or in respect of a particular commodity generally.
- ii. The EMP must include, amongst other things, the intended handling procedures and the environmental management measures that will be adopted by the stevedore and wharfinger. If requested by Port of Melbourne, the EMP must be lodged by email or facsimile as follows:
 - a. Email: environment@portofmelbourne.com
 - b. Facsimile: 03 9683 1570
- iii. Port of Melbourne acting reasonably may require amendments to an EMP that must be incorporated into a revised EMP.
- iv. The EMP may be incorporated into a single document that also specifies safe work methods.

3.4 Inspections

- i. In order to ensure that Users are complying with this Port Rule, Port of Melbourne may carry out random inspections of operations at the Terminal.

3.5 Remedial action

- i. In the event that Port of Melbourne identifies a breach of this Port Rule and advises the User's contact person of the breach by telephone or in person, the User must remedy the breach within a reasonable period specified by Port of Melbourne.
- ii. If the breach is not properly remedied Port of Melbourne may order that cargo handling operations cease immediately and not re-commence until Port of Melbourne is satisfied that the breach has been remedied and will not be repeated.
- iii. The breach may be recorded as a *Dry Bulk Inspection Non-Conformance Report* emailed to the User's contact person.
- iv. Port of Melbourne may amend the *Dry Bulk Inspection Non-Conformance Report* template from time to time.
- v. If the reasonable opinion of Port of Melbourne is that the obligations for cleaning will not be properly completed, Port of Melbourne may make arrangements for the works necessary to satisfy this Port Rule to be undertaken by Port of Melbourne contractors.
- vi. Port of Melbourne may seek to recover its costs from the relevant User.

4 Definitions

Term	Definition
Cargo	Has the meaning given in section 3 of the <i>Port Management Act 1995 (Vic)</i> .
Common User Facility	A Port of Melbourne Operations Terminal that is not leased but is managed by Port of Melbourne
Dry Bulk Cargo	Unpackaged non-liquid Cargo handled by grab, conveyor system or pneumatic pipeline
Hirer	Person granted access to a Common User Facility in response to an application.
Licensees	Persons who hold Port of Melbourne Operations licences to perform certain functions in the Port of Melbourne.
Port of Melbourne	Business entity established under the <i>Delivering Victorian Infrastructure (Port of Melbourne Lease Transaction) Act 2016</i>
Port Rule	Port of Melbourne Operations rule or guideline published from time to time in relation to the use of facilities in the Port of Melbourne.
Terminal	A facility at the Port of Melbourne used for commercial shipping and includes a wharf and adjacent area used for berthing of vessels and storage of cargo, including both leased and unleased premises.
Users	Means Hirers, shipping agents, stevedores, tenants, vessel owners, and wharfingers as the case may be, involved in the handling of cargo.