



Port Everglades Terminal, LLC

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Scope

Port Everglades Terminal, LLC (PET) provides a safe and secure working environment for all. In our continuous efforts at maintaining the highest operational and safety standards possible, PET regularly reviews and updates its Safety and Security Manuals. The primary purpose of Trucker Safety and Security Manual (Manual) is to communicate security and safety procedures, operational criterions and related guidelines to trucking companies and drivers accessing the facility.

The Manual applies to all areas of PET including any satellite yard or temporary facility under its leasehold or ownership. This Manual may not address every possible situation drivers may encounter and as such it becomes very important that drivers exercise good judgment and best practices at all times. Drivers are responsible for their own safety as well the safety of those in which their actions may affect.

PET requires that each truck driver as well as their respective employer (trucking company) follow the guidelines set forth by this Manual. These guidelines apply to ALL trucking companies operating at PET.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)

Table of Contents

Page 1	References
Page 2	Contacts
Page 3	Know your Responsibilities
Page 4	Access & Compliance
Page 5	SIL0 Trucking Company Database
Page 6	Chassis and Tractor (Truck) Tare Weights
Page 7	Compliance & Insurance Requirements
Page 8	Forecast on Line (Web Portal), eModal, and Truck Gate Appointments
Page 9	SOLAS
Page 10	Acceptance of Terms
Page 11	Definitions
Page 12	Definitions (continued)
Page 13	General Rules
Page 14	Pedestrian Safe Zone / Safe Zones
Page 15	Accidents / Near Accidents
Page 16	Truck Gates / Security Pre-Check / Security Violations
Page 17	Security Pre-Check (continued)
Page 18	Security Pre-Check (continued)
Page 19	EIR Inspection Areas
Page 20	Traffic Patterns, Traffic Flows and Service Lanes / Bind Sides
Page 21	Container Storage Areas / Mounting and Dismounting Containers
Page 22	RTG Operations / Top Loader and Empty Container Handler Operations
Page 23	Chassis Parking and Wheeled Areas
Page 24	Trouble Transaction Guidelines
Page 25	Trouble Transactions - Non Qualifying Assistance & Qualifying for Assistance
Page 26	Trouble Transactions – Double Moves / Out of Town Truckers
Page 27	Trouble Transactions – Definitions & Recommended Resolution Methods
Page 28	Trouble Transactions – Definitions & Recommended Resolution Methods (cont)
Page 29	Trouble Transactions – Definitions & Recommended Resolution Methods (cont)
Page 30	Trouble Transactions – Definitions & Recommended Resolution Methods (cont)
Page 31	Hazardous Cargo
Page 32	Terminal Layout



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page:1

References

3.1. OSHA 29 CFR 1917, 1918, 1910, 1926

3.2. OSHA 49 CFR part 40, 172

Florida Statutes 311.12

33 CFR

46 CFR

PET Facility Security Plan (FSP)

PET Safety Manual

SOLAS Verified Gross Mass (VGM) References and Guidelines

Guidelines for Implementing the SOLAS Container Weight Verification Requirement, World Shipping Council (July 1, 2015), available at www.worldshipping.org/industry-issues/safety/WSC_Guidelines_for_Implementing_the_SOLAS_Container_Weight_Verification_Requirement.pdf

International Convention for the Safety of Life at Sea (SOLAS) Chapter VI, Part A, Regulation 2: Cargo Information, International Maritime Organization (IMO) (adopted November 2014), available at www.worldshipping.org/industry-issues/safety/SOLAS_CHAPTER_VI_Regulation_2_Paragraphs_4-6.pdf



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 2

Contacts

Administrative Office

Administrative Office

Port Everglades Terminal, LLC
2541 SW 27th Ave
Miami, FL 33133
Tel: (305) 374-0012
Fax: (305) 374-0019
Email: administration@petpev.com

Billing Office

Port Everglades Terminal, LLC
2541 SW 27th Ave
Miami, FL 33133
Tel: (305) 374-0012
Fax: (305) 374-0019
email: paycharges@petpev.com

Terminal Office

Terminal Operations Office

Port Everglades Terminal, LLC (PET)
4200 McIntosh Road
Hollywood, FL 33316
Tel: (954) 524-7520,
Fax: (954) 524- 9901
Email: operations@petpev.com

Safety & Security

Port Everglades Terminal, LLC
4200 McIntosh Road
Miami, FL 33316
Direct: (954) 525-2322
Fax: (954) 524-9901
email: security@petpev.com

Hazardous Pre-Arrival Notification hazmat@petpev.com

Certificate of Insurance: security@petpev.com



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 3

Know Your Responsibilities

It shall be the responsibility of the trucking company to review the rules and regulations described in the Manual with its staff and drivers. Our safety, security and operational guidelines apply to ALL trucking companies accessing PET. Trucking companies as well as their drivers are responsible for knowing and following PET's safety, security and operational guidelines. A violation or a refusal to comply with these guidelines may result in a suspension and/or cancellation of your company's access agreement.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 4

Access and Compliance

In accordance with mandates set forth by federal, state and local government agencies as well as PET's Facility Security Plan (FSP), all persons entering a restricted area must be successfully vetted through PET's security. Depending on the current MARSEC level, all persons entering and/or exiting PET are subject to screening at any of the various check points located throughout the facility. All persons are expected to comply with security protocols as described in the Manual.

Identification Credentials

ALL individuals MUST conspicuously wear a valid Port Everglades Identification Card or Port issued VMS visitors badge at ALL times. ALL drivers must have a valid TWIC in order to gain access to the restricted areas. No TWIC renewal receipts shall be accepted in lieu of a valid TWIC. NO EXCEPTIONS.

SILO (Security Identification and Logging)

Port Everglades Terminal has begun migrating from its legacy access control system to SILO effective **April 1, 2017**. SILO's (Security Identification & Logging) software offers a common and diverse approach to vetting and managing access control while meeting all federal, state and local governmental agencies requirements. SILO's secure web interface also provides trucking companies the ability to manage their driver database by directly connecting with the terminal's databases.

RFID Transponders

SILO integrates RFID transponders with the driver database both at security vetting levels as well as some operational levels. At a future date to be determined, Port Everglades Terminal shall require all trucks entering its facility be equipped with an RFID transponder of the nature to be determined.

Note: RFID transponders project implementation date TBD



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 5

SILO Company Profile Database

Each trucking company's information shall be initialized using the same profile from Forecast on-Line. For your convenience please click the [Company Profile Database](#) sample and return the completed to the email address included within.

- Company Name
- Company Contact Name
- Company Contact Phone
- Company Contact Email
- General Liability Policy Number
- General Liability Policy Effective Date
- General Liability Policy Expiration Date
- Automotive Liability Policy Number
- Automotive Liability Policy Effective Date
- Automotive Liability Policy Expiration Date

SILO Driver Database

In addition to those requirements set forth by **33 CFR 101.100 – 555**, trucking companies shall be obligated to maintain a database for those individuals it authorizes to haul on its behalf. The process shall be managed by each trucking company using SILO's secured web interface. After the initial set-up is completed trucking companies are only required to perform updates as drivers hired on and off. For your convenience please click [database sample](#) for your initial database form. Once ready you shall be provided with unique access credentials (username / password) as well as customer support as required. The data segments for the driver database are as follows:

Note: In order to access the facility, ALL drivers must be listed on the driver database.

Full Name (First Last)	Port ID Number
Port ID Expiration Date	TWIC ID Number (click for example)
TWIC ID Expiration	License Plate Number
Truck Make	Truck Model
Truck VIN	Truck Tare Weight



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 6

Chassis Tare Weights

Effective July 1, 2016, Port Everglades Terminal requires the presentation of a Verified Gross Mass (VGM) by the shipping line for all export containers. The practice method employed to quickly and accurately obtain a container's gross weight prior to require a verifiable chassis tare weight along with the delivering carrier's tractor tare weight. As such **Effective April 17, 2017** ALL chassis and flatbeds leased or operated by your company must have their tare weights legibly stenciled on each chassis' side. Chassis tare weights must be clearly visible and legible and stenciled within the center section of the equipment.



Tractor (Truck) Tare Weights

In addition to verifying chassis tare weights it is now necessary to also verify a tractor's tare weight prior to interchange. When initializing your company's driver database you will be prompted to provide tare weights associated to each truck owned, leased or hired by your company. This is a critical component of your company's driver database and should be calculated using best practice methods such as a certified scale weight ticket.

Containers presented on non-compliant chassis after **April 17, 2017** shall not be interchanged or received. Additionally, driver's attempting to interchange export full containers using trucks whose tare weights are not included in their company's driver database cannot be processed until such the driver's database reflect the information.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 7

ONLY TRUCKING COMPANIES WHO HAVE MET SAFETY AND SECURITY GUIDELINES SET FORTH BY THIS MANUAL SHALL BE AUTHORIZED TO ENTER PORT EVERGLADES TERMINAL, LLC.

Therefore, it shall be the responsibility of the Trucking Company to comply with the terms set forth by this Manual. Trucking companies who do not agree to the terms set forth by this Manual shall not be granted access to the facility. Each Trucking Company and Sub Contracted Owner-Operator (Truck Driver) shall be subject to PET's Rules and Regulations

Insurance Requirements

Port Everglades Terminal requires your insurance producer to provide us with a valid certificate of insurance on behalf of the Motor Carrier. Certificates of insurance MUST include a proper Vehicle Schedule detailing those vehicles covered under said policy. Port Everglades Terminal, LLC will only process certificates of insurance directly provided by the Producer. **NO FAX COPIES**. Certificates will be received via email to security@petpev.com or via mail.

Note: Port Everglades Terminal requires a commercial general liability policy with \$1 million coverage per occurrence listing Port Everglades Terminal, LLC as an additional insured.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 8

Forecast On-Line – Community Web Portal

Forecast provides its users with the ability to prevent Trouble Transactions by viewing up to the minute statuses. From Booking Statuses to Import Cargo Availability to paying fees On-Line, Forecast provides it all. Best of all, it's FREE.

Port Everglades Terminal, LLC strongly recommends all Trucking Companies use Forecast to verify the validity of a move prior to dispatching drivers. If you have not already registered please take a few moments to visit our web site and register to use Forecast.

eModal Community Portal - Online Appointments (implementation date TBD)

eModal is an online community portal that allows the trucking community to gain additional visibility to their cargo and other critical data components. eModal also enables marine terminals to implement various, operational functions, including gate appointments. Once fully implemented, gate appointments will be available through eModal's web portal in conjunction with other tools for import container availability and booking inquiry.

The motor carrier interface for creating gate appointments shall be accessible via the eModal's Import Availability and Booking Inquiry screens. An implementation schedule including outreach and customer service will be published during Quarter 2 – 2017.

Some advantages for the motor carrier to use the eModal appointment system are as follows:

- Create gate appointments as may be required by a container's status & location
- Help the trucking community to alleviate trouble transactions by pre-validating their terminal visit
- Provide the trucking community better visibility to their cargo
- Level out terminal activity



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 9

SOLAS

To ensure the safety of a ship, the safety of workers both aboard ships and ashore, the safety of cargo and overall safety at sea, the International Convention for the Safety of Life at Sea (SOLAS), as amended, requires in chapter VI, part A, regulation 2 that packed containers' gross mass are verified prior to stowage aboard ship. The shipper is responsible for the verification of the gross mass of a container carrying cargo. The shipper is also responsible for ensuring that the verified gross mass is communicated in the shipping documents sufficiently in advance to be used by the ship's master or his representative and the terminal representative in the preparation of the ship stowage plan. In the absence of the shipper providing the verified gross mass of the packed container, the container should not be loaded on to the ship unless the master or his representative and the terminal representative have obtained the verified gross mass through other means.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 10

Acceptance of Terms

With the execution of this document, the Trucking Company listed below agrees to the rules and regulations set forth by Port Everglades Terminal, LLC (Terminal) in this Manual as well as subsequent addendums, special provisions, and/or revisions of the Manual. It is also understood that the rules and regulations addressed in this Manual have been reviewed by both the Trucking Company and their respective Drivers.

Please complete and return (via email) your Acceptance of Terms as well as your Driver Database, and Company Profile to SILUpload@petpev.com. **NO FAX COPIES** or **SCREEN PRINTS** shall be accepted. Once fully processed, a confirmation email will be sent to your attention.

On behalf of the Trucking Company:

Trucking Company Name: _____ UIIA Code: _____

Address, City, State, Zip: _____

Authorized By (print or Type name): _____

Authorizing party's signature: _____ Date: _____

On behalf of the Terminal

Port Everglades Terminal, LLC
2541 SW 27th Ave
Miami, FL 33133

Company Profile	<input type="checkbox"/>
Driver Database	<input type="checkbox"/>
Insurance Certificates	<input type="checkbox"/>
Chassis Tare Weight	<input type="checkbox"/>
Truck Tare Weights	<input type="checkbox"/>
Acceptance	<input type="checkbox"/>



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 11

1.1.1 Definitions

- 1.1.2 Facility Operator / Premises: Port Everglades Terminal, LLC (PET) is the facility operator for the premises described under this Manual.
- 1.1.3 Trucker / Trucking Company: The motor carrier (trucker) and employer (trucking company) contracted for the purpose of transferring containers and chassis between the terminal and their contracted destination / origin points.
- 1.1.4 Awareness Memorandum: Informational bulletin issued by the terminal to inform the community of conditions which may affect terminal operations.
- 1.1.5 Blindside: Any area where limited or no visibility is afforded to an operator.
- 1.1.6 Near Accident: A potential hazard or situation that could have contributed to an accident.
- 1.1.7 Main Container Terminal: The facility located at 4200 McIntosh Road, Hollywood, FL 33316.
- 1.1.8 Truck Gates: The areas where equipment is inspected and ultimately interchanged.
- 1.1.9 Pre-gate (EIR) Inspection Areas: Designated SAFE AREA where equipment inspections are performed. This is the ONLY area where drivers are permitted to dismount from their vehicles and only for the purpose of unlocking / locking their chassis pin locks, equipment inspection, and security seal verification.
- 1.1.10 Trouble Zone: Areas designated for drivers with trouble transactions (see addendum for location)
- 1.1.11 Chassis Parking Areas: Areas marked and numbered with parking stalls.
- 1.1.12 Intersections -The locations at which the Main Aisles and the Cross Aisles intersect. (see addendum for location)
- 1.1.13 Cross Aisles and Main Aisles: (see addendum for location)
- 1.1.14 Top Loader: Container handling equipment that secures and lifts containers from its top four corners.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 12

1.1.1 Definitions (continued)

- 1.1.15 Empty Container Handler / Side Pick: Container handling equipment that secures and lifts EMPTY containers from a container's side.
- 1.1.16 Mule / Yard Hustler / UTR: Tractors used in the movement of containers between the terminal and vessels as well as between intra-port facilities.
- 1.1.17 Truckers Guide and Safety Manual (Manual): The contents referred to in this Manual.
- 1.1.18 Hazardous Cargo Pre-Arrival Notice: A notice that precedes the arrival of hazardous commodities at the terminal.
- 1.1.19 Dangerous Goods Declaration (DGD): A required shipping document used to identify dangerous cargoes in accordance with CFR 49
- 1.1.20 Agreement: This agreement thereto and addendum/addenda.
- 1.1.21 Equipment Interchange Receipt (EIR): A document (Paper copy and/or electronic) detailing the date and time, and status / condition of containers and chassis at the time of interchange.
- 1.1.22 CBP-AQI Inspection Areas: Areas within the terminal temporarily closed / quarantined while CBP-AQI performs cargo inspections.
- 1.1.23 Overweight Containers: Any container whose gross weight exceeds the maximum allowable safe weight as specified by the equipment's manufacturer.
- 1.1.24 Damaged Containers: Any container whose structural integrity is compromised, including dunnage, bracing, debris and contaminants, in accordance with the criteria's set by the CCC, local labor contracts, or by a separate agreement between the owner of the equipment and the terminal.
- 1.1.25 Trouble Ticket / Trouble Transactions: Any transaction that cannot be process due to circumstances beyond the control of the terminal.
- 1.1.26 RTG / Rubber Tire Gantry is a mobile-overhead container handling machine



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 13

2.2.1 General Rules

- 2.2.2 Drivers are responsible for their own safety as well the safety of those in which any action on their behalf may affect.
- 2.2.3 Drivers shall ensure that their vehicles and chassis meet federal and state operating conditions.
- 2.2.4 Drugs and alcohol are NOT permitted on the terminal.
- 2.2.5 Weapons and firearms are NOT permitted on the terminal.
- 2.2.6 Smoking is NOT permitted on the terminal.
- 2.2.7 No littering.
- 2.2.8 Passengers are NOT permitted on the terminal. Passengers must remain outside the restricted area.
- 2.2.9 The use of cellular phones or two way radios are NOT permitted while operating a vehicle, especially during mounting / dismounting operations.
- 2.2.10 Drivers observed operating in violation of the rules set forth in this Manual or otherwise in a "dangerous manner", the driver of the vehicle may be denied access to PET property, and/or other action may be taken.
- 2.2.11 Speed Limit is 15MPH
- 2.2.12 All persons shall at all times wear an OSHA approved safety vest without exception while inside the facility.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 14

3.1.1 Pedestrian Safe Zones

3.1.2 Drivers may only leave their vehicles at the EIR Inspection Area and only for the purpose of locking / unlocking their chassis pin locks and/or to participate in the EIR inspection process. While on foot, drivers shall always be aware of their surroundings and shall use good judgment at all times.

3.1.3 Drivers shall remain in their trucks at ALL times unless instructed otherwise. If a driver is required to leave their trucks, they must comply with the rules in this Manual to ensure their own safety as well as the safety of others. Again, this Manual is not intended to address every possible situation and therefore drivers must use good judgment at all times.

3.1.4 Drivers requiring assistance may approach any Terminal employee and/or visit the Terminal Office located at the entrance of the facility.

4.1.1 Safe Zones

4.1.2 PET provides three SAFE areas where Truckers are permitted to become pedestrians and for the sole purpose of validating security seals as well as securing and/or opening chassis pin locks. For inbound containers, the Safe Area shall be at the In-Lane EIR Inspection Area (see yard diagram). For outbound containers, the Safe Area shall be the Out Lane EIR inspection Area. The third Safe Area shall be the Trouble Zone.

4.1.3 Drivers with seal discrepancies shall immediately inform PET Staff. Unless otherwise instructed, all seal discrepancies will be resolved while at the Driver Safe Area or at the Terminal Office.

4.1.4 All persons shall at all times wear an OSHA approved safety vest without exception while inside the facility.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 15

5.1.1 Accidents

- 5.1.2 Report all personal injuries, property damage, vehicle and pedestrian accidents and hazardous material leaks and odors to the Facility Guard or the Terminal Manager at the office building located at the entrance of the terminal, or call our Safety Superintendent's office at (954) 525-2322.
- 5.1.3 If the incident is an emergency, call 911, then report incident to the Facility Guard or the Terminal Manager.

6.1.1 Near Accidents

- 6.1.2 Report all near accidents to the Facility Guard or Security 7 Safety Superintendent at the office building located at the entrance of the terminal, or call (954) 525-2322.
- 6.1.3 If a driver becomes involved in an accident and deems that they must leave their vehicle, it is of the utmost importance that the driver, while a pedestrian, uses extreme caution, and be fully aware of any hazards which may have been created as a result of the incident.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 16

7.1.1 Truck Gates

The speed limit while inside the Truck Gates is 5 MPH

- 7.1.2 Turn engines off while processing EIR's in the Truck Gates.
- 7.1.3 Trucks may not back up or change lanes while in the Truck Gates.
- 7.1.4 Drivers must remain inside their vehicles at ALL times. Pedestrian traffic is only permitted at the EIR inspection areas.

8.1.1 Security Pre-Check

- 8.1.2 ALL drivers must have a valid TWIC, Port Everglades Identification Card and a Commercial Operator's License (CDL) and shall be subject to screening and/or inspection by PET's Facility Guards.
- 8.1.3 PET reserves the right to refuse service trucks and/or chassis with temporary license plates or expired license plates.

9.1.1 Security Violations

- 9.1.2 A security violation or infraction shall be considered to be any breach of regulations, requirements, procedures or guidelines, whether or not a compromise resulted from the act(s). The significance of a security violation does not depend upon whether there was an actual breach.
- 9.1.3 Open for future use
- 9.1.4 Leaving a vehicle's engine running and unattended.
- 9.1.5 Exiting a vehicle while in the truck lanes (post EIR inspections).
- 9.1.6 Exiting a vehicle in areas other than the inspection zones or pedestrian zones.
- 9.1.7 Any attempt to gain access into the facility without having first undergone proper security vetting.
- 9.1.8 Any attempt to hide a passenger within the truck cab without properly declaring the individual during pre-gate security vetting.
- 9.1.9 Taking pictures or video of any type, regardless of the area and/or background depicted or duration.
- 9.1.10 Any attempt to conceal or brandish a weapon at any point.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 17

9.1.1 Security Pre-Check (continued)

- 9.1.11 Any attempt to open a sealed container or any attempt to tamper with a container's security seals.
- 9.1.12 Any attempt to unplug or plug refrigerated container electrical cords to/from shore power receptacles.
- 9.1.13 Any attempt to transport any foreign object deemed restricted or potentially harmful or dangerous in nature into / from the facility without approval.
- 9.1.14 Any attempt to circumvent established security vetting procedures for any purpose whatsoever.
- 9.1.15 Any attempt to gain access into or tamper with any type of equipment handling machinery.
- 9.1.16 Any attempt to alter fuel gauges or remove fuel from generators (gensets).
- 9.1.17 Any attempt to alter or change temperature setting or ventilation setting on refrigerated equipment.
- 9.1.18 Any attempt to gain access into areas restricted to authorized personnel.
- 9.1.19 **The following actions are of particular concern and may affect your company's ability to continue accessing and performing trucking services within our facility.**
- 9.1.20 A pattern of routine security violations due to inattention, carelessness, negligence, as well as any attempt to submit falsified information, or a cynical attitude adverse to your security profile and security regulations as described within.
- 9.1.21 Providing altered or falsified documentation in any form, including but not limited to delivery orders, dangerous goods declarations, customs documentation, or any other document used for the purpose of delivering or removing containers (full or empty).
- 9.1.22 Any attempt at providing altered certificates of insurance including the schedule of vehicles covered if applicable by coverage.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 18

9.1.1 Security Pre-Check (continued)

- 9.1.23 Any attempt at tampering with PET or SILO data systems.
- 9.1.24 Any attempt at falsifying SILO, Forecast and/or eModal login credentials.
- 9.1.25 Any attempt at falsifying driver database information.
- 9.1.26 Recurring failure to properly maintain and update your company's driver database.
- 9.1.27 Others
- 9.1.28 Depending on the severity of the security violation and the risk each hold, disciplinary actions ranging from warnings to temporary suspensions to indefinite suspensions shall be put in place.
- 9.1.29 Port Everglades Terminal actively participates with federal, state and local law enforcement agencies to identify, report and mitigate security risks and threats.

10.1.1 Open for future use



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 19

11.1.1 EIR Equipment Inspection Areas

- 11.1.2 Drivers are NOT permitted to back up while in the EIR Area or while in the processing lanes.
- 11.1.3 While in the EIR inspection Areas, drivers are required to maintain a safe distance of forty feet (40') between the front end of their cabs and the rear end of the vehicle / chassis ahead of them. Drivers may not move forward unless instructed to do so by the EIR mechanic and/or the Facility Guard.
- 11.1.4 The EIR mechanic shall inspect all containers, chassis and accessories during inspection and prior to receipt or delivery of the aforementioned equipment (point of interchange). ALL empty containers shall be opened and inspected for structural damages and internal conditions (where and when permissible), which may range from minor to major damages. Where loaded containers are concerned the EIR inspection shall record the exterior conditions and seal numbers. Chassis, regardless of their owner or origin (Line or Trucker) shall also be inspected for broken or missing glad hands, missing or broken lights, landing gear and shoe condition, tires, mud flaps, crank handles, and license plate.
- 11.1.5 Note: This cursory inspection should not be conceived as a road-ability inspection, but rather an effort by the terminal identify the general condition of a container and/or chassis prior to its interchange.
- 11.1.6 Drivers are encouraged to participate in this cursory inspection and shall be responsible for all exceptions at the point of interchange. Drivers not satisfied with the results of this cursory inspection may request a new inspection. Drivers requesting a different determination and/or status of the container and/or chassis to be interchanged are encouraged to address their concerns directly with the Terminal Operations Dept PRIOR to dismounting and/or leaving the Terminal.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 20

12.1.1 Traffic Patterns, Traffic Flows and Service Lanes

12.1.2 When crossing intersections, traffic traveling on the Main Aisles (see addendum for terminal map) has the right away over traffic traveling on the Cross Aisles (see addendum for terminal map). Drivers are expected to yield and/or stop as necessary when crossing intersections.

12.1.3 Drivers shall maintain their vehicles within the right of ways at all times. Drivers are NOT permitted to drive between container stacks or on marked ground slots (see addendum for example).

12.1.4 Drivers will only be serviced while on the right of way. Drivers will not be serviced while over marked ground slots (see addendum for example).

12.1.5 Drivers may not block the right of way or stop their vehicles where it may interfere with the flow of traffic.

12.1.6 Drivers shall be aware of changing traffic patterns, and always proceed with caution and / or as directed by this Manual.

13.1.1 Blind Sides

13.1.2 Drivers shall be aware of the Blind Sides of ALL the equipment in use, including those from other truckers. Drivers shall use caution when operating near RTGs, Top Loaders and Empty Container Handlers as the operators of this equipment may have limited visibility.

13.1.3 RTGs, Top Loaders, Empty Container Handlers and Mules have the right of way at ALL times.

13.1.4 Drivers shall use caution around suspended loads and should never drive under or walk under a suspended load.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 21

14.1.1 Container Storage Areas

- 14.1.2 Always yield to traffic in right of way and use caution when approaching an Intersection.
- 14.1.3 Vehicles on cross aisles (east / west) must yield to all traffic main aisles (see addendum page for example)
- 14.1.4 Trucks are not permitted to drive over ground slots or change aisles by cutting through container rows (see addendum page for example)
- 14.1.5 PET's container handling equipment ALWAYS has the right of way. Truck are to yield for RTGs, top loaders, side picks, forklifts, and mules.
- 14.1.6 Truck drivers may only lock / unlock chassis pin locks in designated areas (see addendum page for safe zone locations)
- 14.1.7 Truck drivers may NOT drive under suspended load.
- 14.1.8 Trucks are to maintain a safe distance from a truck ahead when queuing for service.
- 14.1.9 Drivers must at all times operate their trucks at a safe speed NOT to exceed 15 mph.

15.1.1 Mounting and Dismounting Containers

- 15.1.2 Chassis twist locks must be set to an open position prior to mounting or dismounting containers.
- 15.1.3 Top Loader / Empty Container Handler operators may sound their horns in an effort to assist in correctly positioning a container for dismounting / mounting containers to / from chassis. The operator will sound the horn guiding a driver pull into proper position for service.
- 15.1.4 Air horn blasts are NOT permitted unless used to signal or warn operators to abort a mount / dismount.
- 15.1.5 In the event a driver is required to leave their vehicle outside of the EIR inspection areas, drivers must be aware of their surroundings and potential hazards. Drivers must never walk under suspended loads, traveling loads or stand by in a blind spot.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 22

16.1.1 RTG Operations

- 16.1.2 RTGs ALWAYS HAVE THE RIGHT OF WAY.
- 16.1.3 Drivers must remain within a marked service lane when driving or when being serviced by an RTG. Trucks must be properly positioned for an RTG to safely complete an unload / loading task (see addendum for RTG staging examples)
- 16.1.4 Trucks may never park on an RTG runway or service lane (see addendum for RTG staging examples)
- 16.1.5 After a load / unload task has been completed, drivers are to cautiously drive forward allowing ample angle or radius to avoid the RTG's legs.
- 16.1.6 Drivers must NOT attempt to drive between RTGs. (see addendum for RTG staging examples)
- 16.1.7 RTGs may have limited visibility and blindsides when traveling. Drivers are to aware of their surroundings and use extreme caution at all times.

17.1.1 Empty Container Handler (Side Pick) and Top Loader Yard Operations

- 17.1.2 Drivers are to use caution at all times when driving between container stacking rows.
- 17.1.3 Drivers are to avoid blocking intersections at all times
- 17.1.4 Truck drivers must aware of their surrounding at all times and use extra caution in the event they are out of their trucks outside of safe zones.
- 17.1.5 Top loaders and empty container handlers at times may have limited visibility. Drivers must be ready to pull forward / backwards to assist the process as directed by the operator.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 23

18.1.1 Chassis Parking and Wheeled Areas

- 18.1.2 When disengaging or engaging chassis to/from the Chassis Parking Area, drivers shall be aware of their surroundings, including truck and terminal traffic as well as any potential slip or trip hazards. Drivers shall be especially conscious of others parking and/or removing chassis from the adjacent stalls or immediate area.
- 18.1.3 Chassis may only be parked in the Chassis Parking Area. Drivers are required to park chassis in an appropriate manner. Trucking companies whose drivers park chassis inappropriately shall be billed a repositioning fee. No warnings shall be issued.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 24

19.1.1 Trouble Transaction Guidelines

- 19.1.2 Port Everglades Terminal, LLC (PET) will ONLY issue and process Trouble Tickets for QUALIFYING transactions. Drivers with NON QUALIFYING trouble transactions shall be issued Trouble Receipts, which shall reference dates, times, and issues as they may be.
- 19.1.3 Drivers with NON QUALIFYING Trouble Receipts shall be directed OFF-PREMISE until such time their trouble has been resolved. Trucking companies are encouraged to use PET's Forecast On-line web portal to pre-check and validate equipment and cargo availability PRIOR to dispatching their drivers. Forecast should also be used to monitor the resolution of trouble transactions.
- 19.1.4 Drivers with resolved Trouble Tickets shall be expedited through the In-Lane without having to wait in line.
- 19.1.5 Drivers with qualifying Trouble transactions will be directed to PET's IN-YARD Trouble Area. For the convenience of the drivers, PET's Trouble Office will also be equipped with an intercom telephone (to terminal office) and EIR Printer.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 25

- 20.1.1 Trouble Transactions - Non Qualifying for Assistance**
- 20.1.2 Trucker has no agreement with the Line
- 20.1.3 Trucker has no agreement with the Terminal
- 20.1.4 Trucker is cut-off from all activity with Line by the Terminal
- 20.1.5 Trucker has been cut-off from all activity by the Terminal
- 20.1.6 Charges Due
- 20.1.7 Invalid Booking or EDO Number
- 20.1.8 Pick-up Tally full for Booking or EDO
- 20.1.9 US Government Agency Hold (ALL Agencies)
- 20.1.10 Steamship Line Hold (Freight Release) Held by Terminal

- 20.1.11 Size/ Type request does not match Booking

- 20.1.12 Shipper's own equipment – Do not return to Terminal

- 20.1.13 Line owned equipment – Do not return to Terminal

- 20.1.14 Container is Overweight (exceeding max. allowable gross weight)

- 20.1.15 No Hazardous or Improper Hazardous documentation and/or Endorsements
- 20.1.16 ANY and ALL non Terminal related or non-Terminal originating.

- 21.1.1 Trouble Transactions - Qualifying Assistance**
- 21.1.2 ANY and ALL Terminal related or originating from within the Terminal.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 26

22.1.1 Trouble Transactions - Double Moves

- 22.1.2 If 1st move is Trouble Free but 2nd move has Trouble, EIR Ticket for 1st move will be issued but NOT for 2nd move.
- 22.1.3 If 1st move has Trouble but 2nd move is trouble free, NO transaction will be processed. Reason: 1st move would have to be completed in order to completed 2nd move.
- 22.1.4 PET will issue a Trouble Tickets for 1st and/or 2nd move ONLY as a point of reference/record for driver, dispatcher, shipper/receiver, etc.
- 22.1.5 ONLY Terminal Related Trouble Tickets shall be handled at PET's IN YARD Trouble Office.

23.1.1 Trouble Transactions – Out of Town Truckers

- 23.1.2 To the best of PET's ability, ALL Out-of-Town Drivers with Trouble Transactions will be serviced at the Trouble Kiosk.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 27

24.1.1 Trouble Transactions - Definitions and Suggested Methods for Resolution

24.1.2 Trucker has no agreement with Line: Your trucking company does not show a valid interchange agreement with the Line. The cause may be insurance related and/or credit terms with Line are cancelled / suspended.

24.1.3 Recommendation: Contact the Line and/or the UIIA for assistance.

24.1.4 Trucking company does not hold a valid (Line) Interchange: Your trucking company does not have a proper interchange agreement with the Line. The cause may be insurance related and/or credit or other terms may have expired.

24.1.5 Recommendation: Contact the Line and/or the UIIA for assistance.

24.1.6 Trucker has no agreement with Terminal: Your Company does not have a valid Agreement on file with the Terminal.

24.1.7 Recommendation: Contact the Terminal or visit our web site for an updated copy of PET's terminal Safety and Security Manual – Trucker Industry Version and related Driver Registration Forms. Further instructions shall be provided upon the acceptance of terms.

24.1.8 Trucker is cut-off from all activity by Line: Your Trucking Company has been cut-off from all activity by the Line. The cause may be insurance related and/or credit terms with Line may have been cancelled or suspended.

24.1.9 Recommendation: Contact the Line and/or UIIA for assistance (if applicable).

24.1.10 Terminal Charges Due (All Types): The container and/or Cargo is held for charges due. Cause may be related to Terminal and/or Line Fees.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 28

24.1.1 Trouble Transactions - Definitions and Suggested Methods for Resolution (continued)

- 24.1.11 Recommendation: Contact PET's Billing Office (see contact list for contact information).
- 24.1.12 Invalid Booking or EDO Number: The booking number and/or the EDO (empty delivery order) are not on file as presented. Cause may be related to clerical and/or EDI (electronic data interchange) error and/or has not been received and/or process from the Line.
- 24.1.13 Recommendation: Contact contracting party for assistance.
- 24.1.14 Pick-up Tally full for Booking or EDO: The booking number and/or the EDO (empty delivery order) have met its current authorized totals. Cause may be related to clerical and/or EDI has not been received and/or process from Line.
- 24.1.15 Recommendation: Contact contracting party for assistance.
- 24.1.16 US Government Agency Hold (ALL Agencies): The container and/or cargo are held by one or more US Government agencies. The cause may be related entry related, piece count discrepancy, and/or pending AMS data processing.
- 24.1.17 Recommendation: Contact Line and/or contracting party for assistance.
- 24.1.18 Note: Port Everglades Terminal, LLC will not update and/or override US Government agency holds.
- 24.1.19 Steamship Line Hold (Freight Release): The container and/or cargo are held by the Line. The cause may be related to Line charges due and/or Line's documentation requirements have not been met.
- 24.1.20 Recommendation: Contact Line for assistance



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 29

24.1.1 Trouble Transactions - Definitions and Suggested Methods for Resolution (continued)

- 24.1.21 Held by Terminal: The container and/or cargo are held by the Terminal. Cause may be related to Line charges due and/or other requirements.
- 24.1.22 Recommendation: Contact PET's Billing Office for assistance
- 24.1.23 Size/ Type request does not match Booking: The equipment size/type does not match those authorized with the Line's booking.
- 24.1.24 Recommendation: Contact Line and/or contracting party for assistance.
- 24.1.25 Shipper's own equipment – Do not return to Terminal: The equipment you attempting to deliver is not authorized for receipt at the terminal. The cause may be associated with non-line equipment and/or should be returned to another facility.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 30

- 25.1.1 Trouble Transactions - Definitions and Suggested Methods for Resolution (continued)**
- 25.1.2 Recommendation: Contact Line and/or contracting party for assistance.
- 25.1.3 Line owned equipment – Do not return to Terminal: The equipment you attempting to deliver is not authorized for receipt at the terminal. The cause may be associated with non-line equipment and/or should be returned to another facility.
- 25.1.4 Recommendation: Contact Line and/or contracting party for assistance.
- 25.1.5 Container is Overweight (exceeding max. allowable gross weight): The container you are attempting to deliver or receive exceeds the manufacturer's max allowable gross weight.
- 25.1.6 Recommendation: PET will not handle any container deemed to be overweight. There are no exceptions to this rule. For Exports, contact Line and/or contracting party for assistance. For Imports, contact PET's Terminal Office to schedule partial or full cargo devanning.
- 25.1.7 Equipment is Damaged (Export Cargo): The equipment you are attempting to deliver has been deemed damaged and may require pre-authorization from the Line prior to its receipt.
- 25.1.8 Recommendation: Contact Line and/or contracting party for assistance.
- 25.1.9 Equipment is Damaged (Empty Containers): The equipment you are attempting to deliver contains one or more of the statuses listed below:
- 25.1.10 Container floor is soiled with contaminants (dirt, soil, powder residues, etc)
- 25.1.11 Container's interior is littered with rubbish and trash.
- 25.1.12 Container's interior is laden with dunnage and bracing materials
- 25.1.13 Container shows new structural damages
- 25.1.14 Recommendation: PET shall allow delivering carriers to correct and remove noted exceptions such as light contaminants-residues and light debris as long as they may be cleaned and removed QUICKLY. Otherwise, drivers shall be removed from the truck line.



Port Everglades Terminal, LLC

Document Title: Safety and Security Manual (Truck Driver & Trucking Company)
Page: 31

25.1.1 Trouble Transactions - Definitions and Suggested Methods for Resolution (continued)

- 25.1.15 Reefer Cargo (no documentation or documentation is incomplete): The refrigerated container you are attempting to deliver does not have proper documentation and/or settings are not clearly defined.
- 25.1.16 Recommendation: Contact Line and/or contracting party for assistance.
- 25.1.17 No Hazardous or Improper Hazardous documentation and/or Endorsements: The container and /or cargo you are attempting to deliver is not accompanied with proper shipping documents and/or IMCO placards.
- 25.1.18 Recommendation: Contact Line and/or contracting party for assistance.

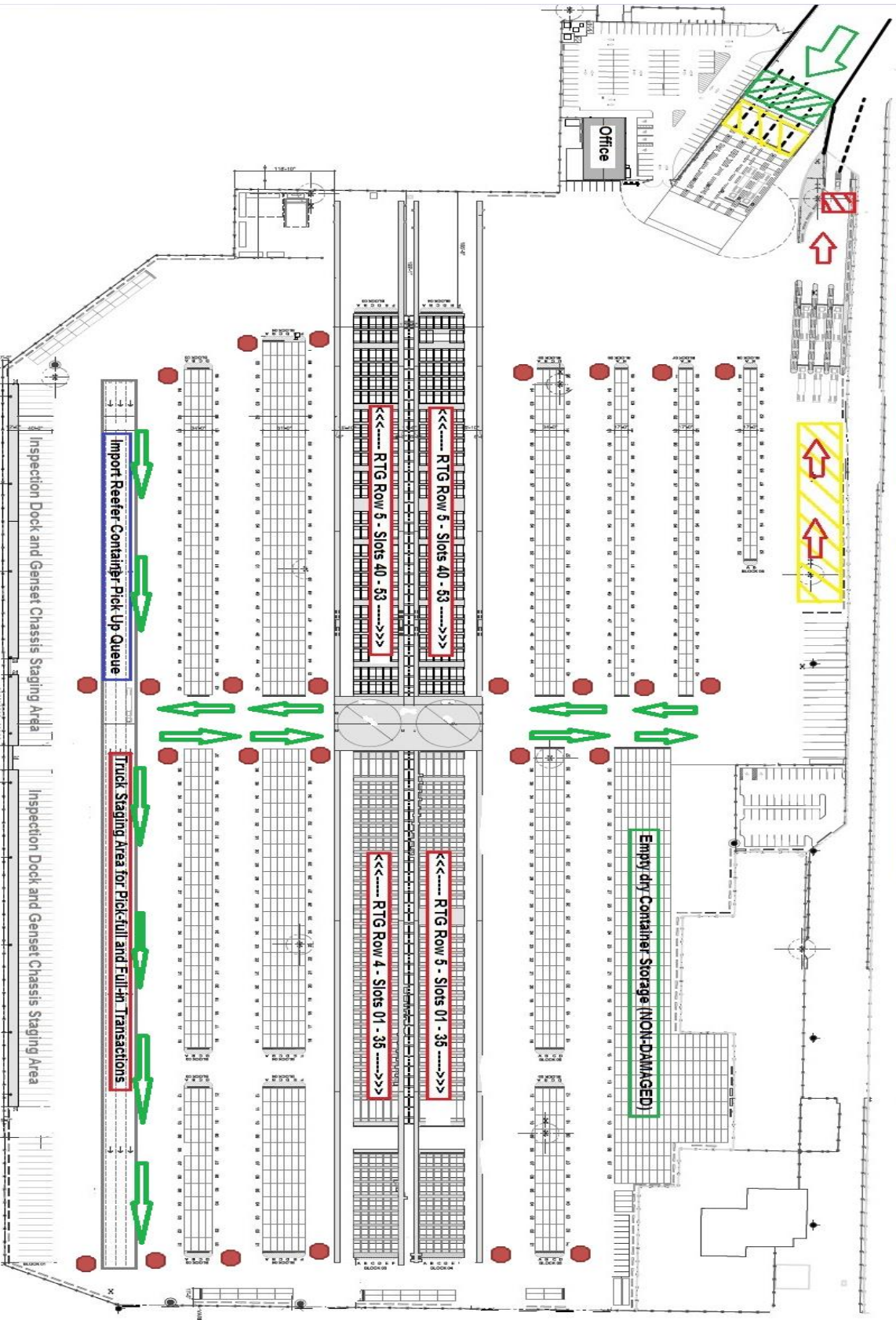
26.1.1 Hazardous Cargo

- 26.1.2 All hazardous containers and tanks shall be labeled with the appropriate placards or warning marks as directed by CFR 49. If placards or warning marks do not correspond with the classes declared within the DGD, or are improperly affixed, damaged, or losing their adhesiveness, drivers shall be responsible to remove and replace each as needed.
- 26.1.3 NOTE: PET does NOT supply placards or warning marks to drivers. Placards and warning marks may be purchased nearby at American Nautical Services, located at 3311 South Andrews Ave, Ft. Lauderdale, FL, 33316. Tel (954) 522-3321.
- 26.1.4 Empty containers with placards or warning marks will not be accepted until such time the placards and/or warning marks have been completely removed.
- 26.1.5 Containers with placards and warning marks which have been painted over as opposed to removed will not be received until such time the painted over placards and/or warning marks have been completely removed.

Inbound Security Vetting Area

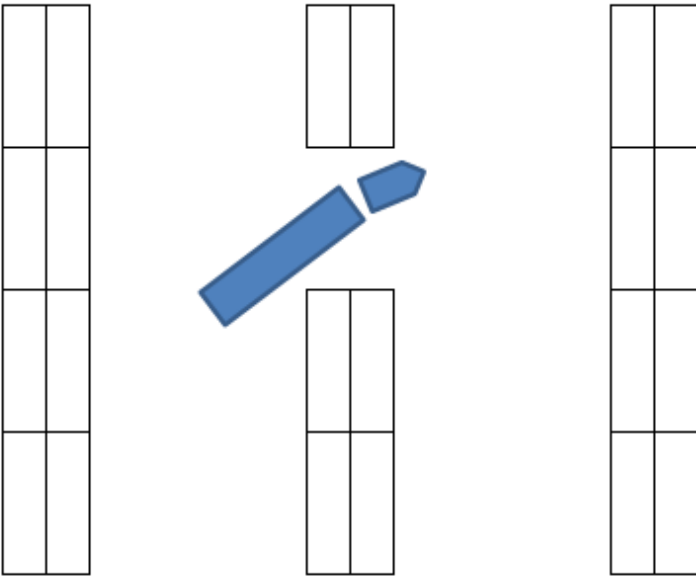
Outbound Security Vetting Area

Inbound & Outbound EIR Inspection Areas (safe zones)



IMPROPER METHOD FOR MERGING OR CROSSING AISLES

Drivers may not drive through container stacks



PROPER METHOD FOR MERGING OR CROSSING AISLES

