

Company Details and Area of Operation			
Business Name			
Contact Name			
Position in Company			
Address			
Postcode			
Email Address			
Mobile telephone number(s)			
Emergency contact and number			
Number of Employees			
Number of Trade Parking Permits required	Annual charges per permit (inc GST): £462.14 Replacement/Lost Permit - £86.35		
Area of Operation			
Town Marinas	YES <input type="checkbox"/>		
Historic/Outlying Harbours and Piers	YES <input type="checkbox"/>		
La Collette Boat Parks	YES <input type="checkbox"/>		
St Catherines Boat Park	YES <input type="checkbox"/>		
Various Blocks and Drying Pads	YES <input type="checkbox"/>		
Type of Operations Undertaken			
Boat Washing – power washing, polishing, general cleaning	YES <input type="checkbox"/>		
Boat Maintenance – antifouling, painting, fabricating, servicing	YES <input type="checkbox"/>		
Boat Hoisting/Storage of vessels in boat parks	YES <input type="checkbox"/>		
Lifting operations using external contractors on POJ estate	YES <input type="checkbox"/>		
Harbour Cranes	YES <input type="checkbox"/>		
Towing	YES <input type="checkbox"/>		
Grit Blasting	YES <input type="checkbox"/>		
Hot Works	YES <input type="checkbox"/>		
Boat dismantling	YES <input type="checkbox"/>		
Other (please state):			
Insurance Cover			
Employers' Liability Insurance			
Insurance Provider:		Limit of Indemnity <i>(min £5,000,000 as required by law)</i>	
Valid From:		Valid to:	
Public Liability Insurance			
Insurance Provider:		Public Liability Limit of Indemnity	
Valid From:		Valid to:	
Please ensure your insurance covers you for all types of operations listed in above section, for example if you participate in boat hoisting this must be mentioned in your policy.			

Health and Safety	
I am aware that in accordance with the <b>Health &amp; Safety at Work (Jersey) Law 1989</b> , I am responsible for protecting people from harm caused by my work activities. This includes the responsibility to members of the public, contractors and sub-contractors. I and my employees must take care not to endanger themselves or their colleagues or others affected by the work which is being carried out.	YES <input type="checkbox"/>
I, and any person I engage to assist me, will be made aware of the Ports Infringement Penalty Strike System PIPPS scheme in place across the POJ estate.	YES <input type="checkbox"/>
I, and any person I engage to assist me, are aware of the incident reporting process for all incidents, dangerous occurrences and near misses.	YES <input type="checkbox"/>
<b>Supporting Documents:</b> <a href="#">HOIST SOP 001 PIPSS.docx</a> <a href="#">MOPS FORM 008 Land Based Incident Reporting Form.docx</a>	
Codes of Practices/ General Directions	
<a href="#">HOIST-COP-001-Boat-Hoist-Operations.pdf</a>	
<a href="#">HOIST-COP-003-Craning-and-Lifting-Operations.pdf</a>	
<a href="#">HOIST-COP-002-Boat-Park-Operations.pdf</a>	
<a href="#">GD 06 - St Helier VTS</a> – For those undertaking tows in/around the harbour	
<a href="#">CoP Safety and Competence Management of Contractors Issue 1 May 2019.pdf</a>	
I, and any persons I engage to assist me, will be made aware of the above codes and their requirements and will abide by the 'Terms & Conditions' as printed on the parking permit	YES <input type="checkbox"/>

Declaration	
<ul style="list-style-type: none"> <li>• I agree that I, and any persons I engage to assist me, shall abide by the terms and conditions set within POJ Code of Practices'. I understand that failure to comply will be in breach of the Ports Infringement Penalty Strike System and could result in suspension of access cards.</li> <li>• I confirm I hold Public and Product Liability Insurance relevant to the tasks I undertake.</li> <li>• I confirm that I have carried out risk assessments for the work the company undertakes.</li> </ul>	
I understand and acknowledge my responsibilities when working on Ports of Jersey estate.	
I agree for my personal details to be retained by Ports of Jersey for the duration of the work and throughout the time that I am a Ports of Jersey Authorised Marine Trader in accordance with the Data Protection (Jersey) Law 2018.	
<b>Signature:</b>	<b>Date:</b>

Please email completed forms to [marinas@ports.je](mailto:marinas@ports.je) or post to **Marine Leisure Centre, New North Quay, St Helier, Jersey, JE2 3ND**