




Standard Operating Procedure - 007

Linkspan and Gangway Operations

January 2018

COMPANY INSTRUCTION LEAFLET		 PORTS OF JERSEY YOUR ISLAND GATEWAY	
APPLICABILITY	CONDOR OPERATIONS WITHIN PORT OF JERSEY		
CIL OWNER	HEAD OF SHORE OPERATIONS	DATE ORIGINATED	31/03/2017
		REVIEW DATE DUE	JANUARY 2019
ORIGINATOR	CONDOR / SOLENT STEVEDORE	APPROVED BY	LOUISE STAFFORD PORT OPERATIONS MANAGER
REFERENCES	SAFETY IN DOCKS AND OUTLYING HARBOURS (JERSEY) CODE OF PRACTICE 2016 CONDOR FERRIES – YOUR TASK		
REVIEWS		REASON FOR REVIEW:	
By:			
	NAME	POSITION	SIGNATURE
			DATE
		REASON FOR REVIEW:	
By:			
	NAME	POSITION	SIGNATURE
			DATE

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SCOPE: Operation of the East Berth and West Berth Linkspan and the East Berth Powerlift Gangway.

1. POLICY

The operation of the Linkspans and the Powerlift Gangway must be controlled to ensure safety and efficiency.

2. PURPOSE

To provide procedures and operational instructions, agreed by relevant parties, to control and manage foreseeable situations and requests.

3. RESPONSIBILITIES

The Port Authority are responsible at all times for ensuring the continued availability of the Linkspans and Powerlift Gangway, to include servicing and planned and remedial maintenance.

Condor Ferries are responsible at all times for controlling foot passengers and passenger vehicles whilst engaged in loading and discharging via the Linkspans and Powerlift Gangway.

Solent Stevedores are responsible at all times for operating the Linkspans and Powerlift Gangway.

4. FOOT PASSENGER BAGGAGE HANDLING

Condor Ferries will control foot passengers and passenger vehicles whilst transiting the Linkspans and Powerlift Gangway, noting the following:

- Minimum Personal Protective Equipment requirements i.e. high visibility clothing and safety shoes.
- **Foot Passengers and Vehicles should not transit linkspans at the same time.**
- Location of the Powerlift Gangway 'Emergency Stop' buttons.
- Condor Ferries ships crew and ground staff must remain in radio contact with Solent Stevedores Linkspan and Gangway operators at all times.
- Tug Masters MUST STOP operating before any accompanied vehicles are permitted to transit the Linkspan.
- Ports of Jersey document 'Linkspan Failure Emergency Procedures' (Appendix 3)

Solent Stevedores will operate the Linkspans and Powerlift Gangway, noting the following:

- Minimum Personal Protective Equipment requirements i.e. high visibility clothing and safety shoes.
- Requirements of Solent Stevedores Risk Assessments - JSS14 Operating Linkspan and JSS1 Operating Overhead Gangway (Appendix 2)
- Location of Powerlift Gangway 'Emergency Stop' buttons (total of 11).
- Only trained, competent and authorised Solent Stevedores personnel are to operate Linkspans and Powerlift Gangways.
- The Solent Stevedores operative of both Linkspans and Powerlift Gangway must remain in radio contact with Condor Ferries ships crew and ground staff at all times.
- Tug Masters MUST STOP operating before any accompanied vehicles are permitted to transit the Linkspan.

- Ports of Jersey document 'Powerlift Gangway Operating Instructions' (Appendix 1)
- Ports of Jersey document 'Linkspan Failure Emergency Procedures' (Appendix 3)

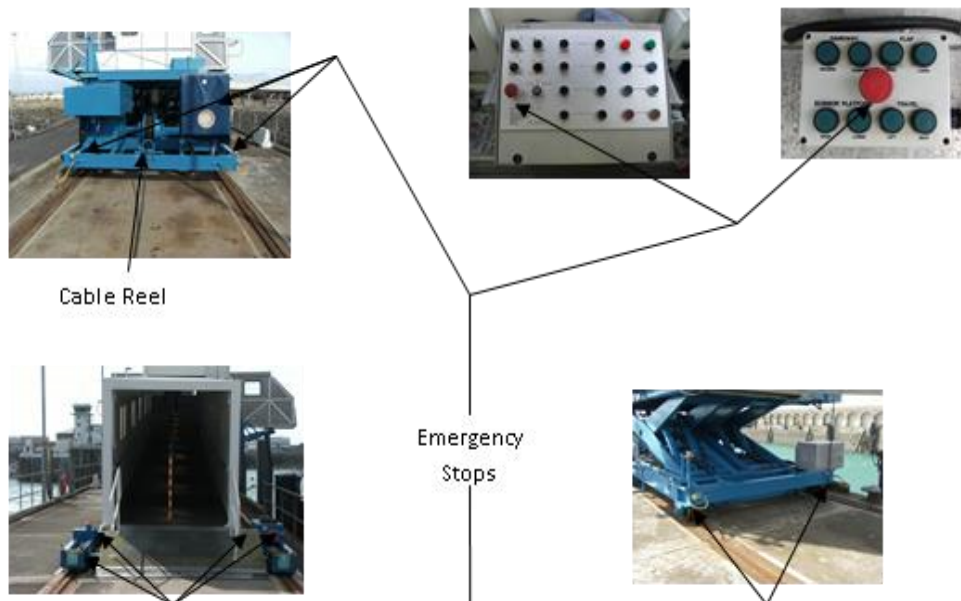
APPENDIX 1

Powerlift Gangway Operating Instructions

General**Before operations commence:-**

Ensure all Emergency stops are out. Total of 11 stops.

Ensure the power lead is on the drum correctly [no loose turns] and the cable on the quay will not foul any obstruction.



Check the rails to ensure that no debris has fallen onto the tracks.

Check the walkway for damage or grease.

After operation:-

Position the gangway so that it does not interfere with the mooring operation.

If gale force winds are predicted lower the gangway onto its blocks and use brake.

Responsibility

The operator has the responsibility for the safe operation of the power lift gangway at all times.

The operator will decide if the unit is safe to use if:-

The wind conditions allow.

If the sea conditions does not cause the vessel to surge on the berth

If the height of tide places the unit outside its operational limits [noted on the vertical pole by the cab]

The operator will decide which deck to use for the current conditions.

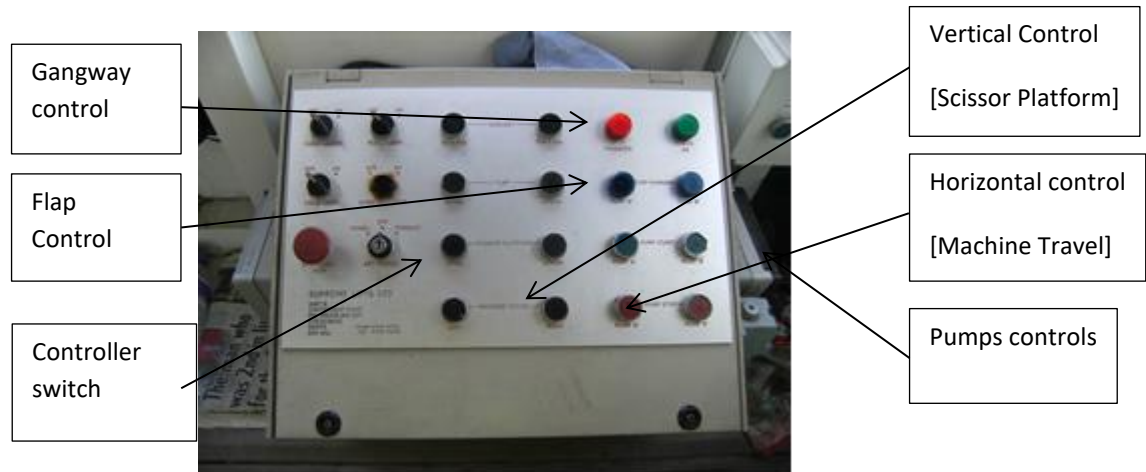
The operator may withdraw the gangway at any time if the conditions deteriorate.

Operation

The Powerlift operation can be controlled from two locations:-

Main cab

Gangway position within the brow [pendant].



To Position the Gangway

Key in and turned to suitable control point.

Switch on pump "A" or "B"

Position the gangway adjacent to the desired boarding position.

Lower "Flap".

Extend the gangway until the gangway is in position. Lift flap to a position just touching the brow.

It is recommended that the gangway just touches the ship side on the rubber pads –

If the full weight of the gangway is placed onto the ship, it places unnecessary strain on the pulley system and if the ship pulls away suddenly the gangway could drop until the flap takes up the strain. In poor weather the flap and gangway can float.

Lower the end boarding platform.

Lower the roller shutter

Position and fix the guide bar

Lower the flap from the boarding platform to the deck.

Lower "small Flap" on the brow onto the vessel.

During Loading & Unloading

This access point does not take wheelchairs, buggies or disabled passengers – alternative arrangements can be made via the stern door.

The number of persons on the brow is limited to 25 during operations

The operator must keep a careful watch on the gangway at all times adjusting for changes of height and position.

The operator may suspend operations at any time should he be concerned about the position of the gangway or loading /discharging operations. The Condor's gangway position [ship] should be contacted requesting assistance.

To Retract the Gangway

Lift "small Flap" on the brow and secure.

Lift roller door.

Stow the guide barrier flush to the bulkhead.

Stow the boarding platform and flap.

Raise main flap and or platform to take the full weight of the gangway.

Retract the gangway fully.

Position the power lift gangway so as not to impede mooring operations.

If the winds are predicting gale force before the next operational use. Lower the platform to the lowest level and secure.

END

APPENDIX 2

