

Security Policy

PNG Ports Corporation Limited is committed to providing effective security for assets in all of its Port Facilities and Assets in PNG.

The co-operative efforts of management, employees, clients, port users and contractors will aim at maintaining a secure environment and in particular protecting our people, our operations and our assets against risk of injury, loss of life or to damage from criminal, hostile or malicious acts.

The company will comply with all regulatory requirements of the International Ship and Port Security Code (ISPS) that relates to security activities at each of the Port Facility and Asset.

Port Security Officers must regularly consult their respective Port Facility Security Plans to review and assess security risks and exposures of the business to ensure that they are properly managed. Security measures are to reflect risks associated with each individual Port Facility or Asset and be in compliance with the ISPS Code.

All staff, clients, port users and contractors have an obligation to report any Maritime Security Incidents, Breaches and Threats that has the likelihood to threaten the safety of people, port facilities and assets.

PNG Ports Corporation Limited will continually monitor and improve our security standards and performance so that our business activities may continue safely and free from interruption.

BRIAN RICHES

Chief Executive Officer

ISPS Code

Since the terrorist attacks on the World Trade Centre in New York, the attack on the oil tanker, Limburg, in Yemen, and the Bali bombings, concern about terrorism and global awareness of security have increased.

Security is essential in seaports where there is an international exchange of passengers and goods. World trade is dependent on maritime transport, and PNG's maritime sector is integral to the nation's economic well being

Protecting the maritime industry from the threat of terrorism is a major international and national priority.

In response to the global maritime risk of terrorism, the International Maritime Organization (IMO), developed the International Ship and Port Facility Security (ISPS) Code in December 2002, and the PNG Government enacted the Merchant Shipping (Maritime Security) Regulations 2005.

This legislation recognizes the importance of detecting and deterring any unauthorized activity within security regulated ports, safeguarding against unlawful interference with maritime transport and port facilities and requires that port operators and ships have a Security Plan.

These plans outline the security measures and procedures that port facility operators and ships undertake to protect port facilities and vessels that engage in trade PNG seaports.

PNG Ports Corporation Limited operates twelve Security Regulated Ports in Papua New Guinea. They are the ports of:

- Alotau
- Buka
- Daru
- Kavieng
- Kieta
- Kimbe
- Madang
- Oro
- Port Moresby
- Rabaul
- Vanimo
- Wewak

PNGPCL is responsible for landside and waterside security within these regulated ports.

All ports have a Port Security Plan that has been approved by the Department of Transport, and as part of our security regime we have:

- A Security Manager that oversees and provides leadership to the PNGPCL Security Department to ensure delivery of Security functions, Co-ordinates Implementation of the IMO ISPS Code in all the security regulated ports, and ensure implementation of Port Security Plans by respective Port Facility Security Officers.
- Appointed all Port Managers as designated Port Security Officers to implement and maintain Port Security plans.
- Engaged external security companies to assist with access controls and security patrols at some of our busier ports.
- Put up signage that indicates the access restrictions to port facilities and other maritime security zones within the port.

PROCEDURES

The ISPS Code and the PNG Merchant Shipping (*Maritime Security*) Regulation 2005 includes measures to prevent unauthorized access to all port facilities operated by PNGPCL, ships at the facilities, and restricted areas of the facilities. Generally anyone entering a port facility must have photo identification to assist in passing access control and entering the premises either as an employee, visitor or member of a ship's crew, while vehicles entering or mobile plant and equipment operating in a port facility must have a vehicle pass.

To assist access control and port-related businesses in all its controlled ports, PNGPCL has in place a Security Identity Card and vehicle pass system to provide the necessary personal and vehicle or mobile plant and equipment information that will generally be required to satisfy the access control points. These ID Cards and Access Passes are issued to PNGPCL employees, Port User employees, clients and their agents at the authority of the CEO, PNG Ports Corporation Limited. Port Managers are the delegated authorities to the CEO to authorize issue of Photo ID Cards and Access Passes. Proper screening processes shall be applied prior to the approval and issue of ID Cards and Vehicle Passes. Such screening shall include police character checks, character reference and vehicle registrations and road worthiness.

A common identity card and vehicle pass format is available for all port-related business. Each participating business or individual will formally sign an agreement with PNGPCL, as the Issuing Authority. The agreement will record conditions of use and any specific requirements with regard to the issuing of ID Cards Vehicle Passes. A unique ID Card and Vehicle Pass numbering system is maintained.

The types of ID cards and Access Passes that are available include;

1. **Photo ID Cards**
2. **Temporary Passes**
3. **Visitor Cards, and**
4. **Vehicle Passes**

A fee is charged for individual ID Cards, and Vehicle Passes issued to cover material and administrative costs. Visitor Cards and Temporary Passes are issued at no cost.

1. Photo ID Cards

PNGPCL ID Cards are issued to PNGPCL staff, port users and employees of companies or organizations who operate within the port or are engaged to do business on regular basis in all PNGPCL ports.

Multiple Access ID Cards are issued to staff from Port User Companies and organizations whose line of business takes them to two or more PNGPCL Port Facilities. A written request for such request is required explaining need for multiple access along with the ID Application form and approved by the Port Manager of the issuing port. Port Manager of issuing port will send list of all names and postal addresses of persons issued multiple access cards to the Port Manager for dissemination to other ports and copy to the ID Card holder.

The following procedures must be applied and requirements observed when applying for PNGPCL ID Cards.

- 1.1 Port User Companies and organizations must ensure that staffs are given port security and safety induction prior to applying for PNGPCL Photo Identification Cards. Proof of induction must be clearly noted on the ID application form.
- 1.2 The ID application form must be filled and signed by port user, employee and company manager agreeing on conditions of issue and use of ID Card/s and present to respective port management for screening/approval and payment process.
- 1.3 ID application form must have, among other details;
 - (a) Name of Company/Organization,
 - (b) Name of person to be issued photo ID,
 - (c) Occupation of person to be issued photo ID, and
 - (d) Nature of business or why pass is required
- 1.4 Incomplete and unsigned applications will not be processed.
- 1.5 On receipt of application port management must ensure application is properly filled and signed for, and that applicant is briefed on PNGPCL's rights to withdraw the ID card if PNGPCL security and safety requirements and conditions of entry and exit in all PNGPCL ports are violated before approving application.
- 1.6 Approved application form and payment receipt will then be presented to ID clerk for photograph and ID processing.
- 1.7 Once issued, Photo ID Cards must be worn at all times while within the port limits.
- 1.8 ID Cards must be presented on demand by security engaged by PNGPCL, it's agents or port management.
- 1.9 PNGPCL Photo ID Cards remain the property of PNGPCL and as such are subject to withdrawal by port management for breach of security or safety rules or conditions specified in the application form.

- 1.10 Similar fees will apply for replacement of lost, stolen, broken or worn cards through the same application process
- 1.11 All ID cards expire on the 31st of every year for all Port Users and Clients while 31st December every three years for all PNGPCL staff.
- 1.12 Expired cards must be returned to PNGPCL ID clerk or retrieved from holder at the time of renewal.

2. Temporary Permits

Temporary Permits are issued to non regular companies, individuals or organizations that have business need to enter the port after prior arrangement with Port Authority/Manager. Separate Temporary Permits are required for vehicles.

The following procedures must be applied and requirements observed when applying for Temporary Permits.

- 2.1 A written application must be lodged by the company, organization or individual to the Port Manager specifying;
 - a) Company, Individual or Organization name,
 - b) Nature of business or why a temporary permit is required.
- 2.2 Temporary Permits are written in duplicate and approved by Port Authority/Manager. No fees are applicable for temporary Permits.
- 2.3 Port Authority/Manager must ensure that port security and safety inductions are carried out and understood by applicants before Temporary Permits are issued.
- 2.4 Temporary Permits are valid for the day of issue only therefore must be retrieved at the gate on completion of business.
- 2.5 Temporary Permits must be surrendered to Port Authority/Manager on demand.

3. Visitor Cards

Visitor Cards are issued to authorized visitors to the ports and offices. Visitor cards are numbered and maintained at security access points at the port gates and office receptions. The following procedures will be applied in administering issue process.

- 3.1 Authorized visitors must be registered as a visitor in a register book at the security access point specifying;
 - a) Name of person/persons, Company or Organization,
 - b) Name of person/persons, Company or Port User intended to visit, and
 - c) Date and time of visit.

- 3.2 Security officer must contact person/persons, Company or Port User visitor intends to visit.
- 3.3 If approved/agreed for visitor to be allowed access, visitor pass must be issued and number must be recorded on visitor register book.
- 3.4 Security officers must ensure that port security and safety inductions are carried out and understood by visitors before Visitor Cards are issued.
- 3.5 Visitor Passes are valid for the duration of visit only, therefore must be retrieved at the gate on completion of visit.

4. Vehicle Passes

PNGPCL Vehicle Passes are issued to PNGPCL staff, port user companies and employees of companies or organizations that do businesses or who operate within the port or are engaged to do business on regular basis in all PNGPCL ports. Two types of Vehicle Passes are issued:

- a) Commercial Vehicle Pass, and
- b) Personal Vehicle Pass

Commercial Vehicle Passes are issued to cargo cartage trucks and mobile plant and equipment such as cranes and forklifts etc. while Personal Vehicle Passes are issued to utilities and sedans.

The following procedures must be applied and requirements observed when applying for PNGPCL Vehicle Passes.

- 4.1 Port Users, Companies and organizations must agree to port security and safety requirements and conditions of entry and exit when applying for Vehicle Passes. Agreement must be clearly noted on the Vehicle Pass application form (Appendix B.)
- 4.2 The Vehicle Pass application form must be filled and signed by the manager of the organization, company or owner of vehicle in the case of private vehicles specifying;
 - a) Company, Individual or Organization name,
 - b) Vehicle registration number,
 - c) Vehicle Make and Model,
 - d) Color description, and
 - e) Nature of business or why pass is required.
- 4.3 Port Authority/Manager must ensure that current valid Roadworthy Inspection and Motor Vehicle Registration Certificates are produced along with application.

- 4.4 On receipt of application Port Authority/Management must ensure application is properly filled and signed for and that applicant is briefed on PNGPCL's rights to withdraw the Vehicle Pass/s if PNGPCL security and safety requirements and conditions of entry and exit in all PNGPCL ports are violated before approving application and issue of Vehicle Pass.
- 4.5 Once issued, Vehicle Passes must be prominently displayed for ease of visibility.
- 4.6 PNGPCL Vehicle Passes remain the property of PNGPCL and as such are subject to withdrawal by port management for breach of security or safety rules or conditions specified in the application form.
- 4.7 Similar fees will apply for replacement of broken, torn or worn Passes through the same application process.
- 4.8 All commercial, mobile plant/equipment and personal Vehicle Passes expire on the 31st of December of every year.

PNGPCL does not issue Multiple Access Vehicle Passes. Hire other vehicles used by Port Users and Contractors with Multiple Port Access ID Card holder on business trips intending to access any PNGPCL port for business must notify Port Management for approval for a Temporary Permit for vehicle prior to visit.

A Temporary Permit will be issued at the approval of the Port Manager or his delegate valid for the duration of visit. Port Facility Security Officer is to ensure a copy of approved Temporary Permit is issued to gate security to maintain until visit is complete.

ACCESS CONTROL PROCEDURES

Introduction

The International Ship and Port Security Code (ISPS Code) and the PNG Merchant Shipping (*Maritime Security*) Regulation 2005 require that all PNG Ports Corporation Ltd ports that receive international ships are 'Security Regulated' ports, therefore access to and from these ports are restricted to authorized port users, clients, PNGPCL employees, visitors and contractors and controlled by security.

The following are Access Control Procedures PNG Ports Corporation Limited has implemented to minimize security and safety risks to our business clients, port users, employees, visitors, ships at port and cargoes that come or leave the ports.

ACCESS CONTROLS PERSONS & VEHICLES

1. Entry Gates

- 1.1 Persons authorized by laws of Papua New Guinea (Member of the Police, Customs or PNGDF) to enter facilities and/or ships that berth, shall not be prevented from entry by these measures. Identification from these persons will be sought by security.

- 1.2 Crew chaplains and welfare officers will be allowed access to the facility on production of valid identification.
- 1.3 Civil emergency agencies like fire and ambulance services are on call and shall be allowed immediate access when in need in times of heightened security levels and emergency situations.
- 1.4 Only persons authorized to open and close entry gates to allow entry of vehicles and pedestrians are PNGPCL Security or its agents acting with authority of PNG Ports Corporation Limited.

2. Port Employees and Clients

Port User employees, clients and PNGPCL employees must wait outside to allow for security screening. Only authorized persons and vehicles will be allowed entry.

2.1 Entry gate security must check to ensure:

- ❖ Persons and vehicles are authorized by screening ID cards or vehicle passes,
- ❖ Pictures and Reg. Numbers match the persons and vehicles,
- ❖ Dates are current, and
- ❖ If unsure of authenticity, ask for drivers license or company ID card.

2.2 Only when gate security is satisfied with identity of person he will open the gate to allow entry.

2.3 Persons without proper identification will be refused entry.

2.4 Expired ID cards must be confiscated and the holder directed to the Port Moresby Port Office for renewal process.

2.5 Persons who refuse to cooperate with security and behave in an abusive and violent manner will be regarded as trespassers and will be reported to police immediately and prosecuted.

2.6 If gate security is unsure he will report to PNPCL PFSO for assistance.

2.7 In addition the following security measures will apply at Security Levels 1, 2 & 3.

- a) **Security Level 1.** Checks on ID cards and vehicle stickers shall be applied to all persons and vehicles entering port.
- b) **Security Level 2.** Thorough ID card and vehicle sticker checks shall be applied on persons and vehicles entering port. Port employees and clients must produce photo identification or other form of identification authorized by the PFSO. Port employees and clients without proper identification or vehicles without or expired stickers will be refused entry.

- c) **Security Level 3.** Access gates shall be locked and access denied to all persons. Only port employees and clients providing essential services will be allowed entry at the authority of PFSO and port management. Photographic identification must be provided. Non essential port employees and clients will not be allowed entry.

3. **Ships Crew**

- 3.1 Ships crew back from shore leave must wait outside the entry gate and produce a valid seaman's ID card. In the absence of a seaman's ID card or a seaman's book, a passport must be produced.
- 3.2 Gate security will then check the seaman's authorized ID card or seaman's book against a ships crew list at the gatehouse.
- 3.3 Only when gate security is satisfied with the identity of the seamen he will open the gate to allow entry.
- 3.4 Seaman without proper identification will be refused entry and referred to the SSO.
- 3.5 Seaman who refuses to cooperate with security and behave in an abusive and violent manner will be regarded as trespassers and reported to the police immediately and prosecuted.
- 3.6 If gate security is unsure he will report to PNGPCL PFSO for assistance.
- 3.7 In addition the following security measures will apply at Security Levels 1,2 & 3.
- a) **Security Level 1.** Checks on ID cards and seaman passes against crew list on crewmen entering port.
 - b) **Security Level 2.** Thorough ID and seaman's pass checks against crew list shall be applied on crew entering port. Seamen without proper identification will not be allowed and referred to the SSO.
 - c) **Security Level 3.** Access shall be denied to all persons. Crew members will not be allowed entry unless prior notification has been received from their Ship Master or SSO and must produce photographic identification. Crew members will be escorted to the ship by an MSG.

4. **Non Regulated Coastal Passenger**

- 4.1 Shipping agents are expected to have all Coastal Passengers checked, cleared and transported to main entry gate and wait outside entry.
- 4.2 Gate security will ask for passenger manifest from agent.
- 4.3 Gate security will check passengers against manifest to ensure all passengers are accounted for and no extras are on board.

4.4 Gate security will search the vehicle to ensure no weapons , explosives, explosive making devices , prohibited material or substances are on board the vehicle.

4.5 Only when gate security is satisfied that all passenger are accounted for in manifest and vehicle is cleared he will open gate for entry.

4.6 Vehicle is to be directed to the passenger ship at berth for immediate boarding.

4.7 Vehicles with un-manifested passengers will be refused entry.

4.8 Vehicles with weapons, explosive devices, explosive making devices or prohibited material or substances will be refused entry and reported to the police immediately.

4.9 Agents, drivers and passengers who refuse to cooperate with gate security and behave in an abusive and violent manner will be regarded as trespassers and will be reported to the police immediately.

4.10 Baggage checks are the responsibility of the shipping agents/owners. Luggage and carry on baggage brought into the facility are to be checked by agents before boarding ship.

4.11 In addition the following security measures will apply at Security Levels 1, 2 &3.

- a) **Security Level 1.** Coastal Passengers shall be checked against passenger manifest to ensure only authorized passengers are allowed entry.
- b) **Security Level 2.** Coastal Passengers shall be checked against passenger manifest to ensure only authorized passengers are allowed entry. Passengers will not be allowed entry unless authorized by the PFSO.
- c) **Security Level 3.** Access gates shall be locked and access denied to all persons. Coastal Passengers will not be allowed entry.

5. **Passengers from Regulated Passenger Ships**

5.1 Shipping agents are expected to have all passengers checked, cleared and transported to main entry gate and wait outside entry.

5.2 Gate security will ask for passenger manifest from agent.

5.3 Gate security will check passengers against manifest to ensure all passengers are accounted for and no extras are on board.

- 5.4 Gate security will search the vehicle to ensure no weapons, explosives, explosive making devices, prohibited material or substances are on board the vehicle.
- 5.5 Carry on baggage brought into port facility by passengers are subject to screening by port security.
- 5.6 Explosives or explosive making devices, prohibited material and substances will be denied entry and reported to PFSO and SSO. Other implements that may pose a security risk must be surrendered to security and taken into custody and reported to the SSO. Should the SSO decide to take implements on board they must be escorted to the ship by an MSG.
- 5.7 Only when gate security is satisfied that all passengers are accounted for in the manifest and vehicle is cleared he will open gate for entry.
- 5.8 Vehicle is to be directed to the passenger ship at berth for immediate boarding
- 5.9 Vehicles with un-manifested passengers will be refused entry and referred to the PFSO
- 5.10 Agents, drivers and passengers who refuse to cooperate with gate security and behave in an abusive and violent manner will be regarded as trespassers and will be reported to police.
- 5.11 Baggage checks are the responsibility of the Master of the ship when passengers board ship.
- 5.12 In addition the following security measures will apply at Security Levels 1, 2 & 3.
- a) **Security Level 1.** Passengers shall be checked against passenger manifest to ensure only authorized passengers are allowed entry.
 - b) **Security Level 2.** Passengers shall be checked against passenger manifest to ensure only authorized passengers are allowed entry. Passengers will not be allowed entry unless authorized by the Cruise Ships Master.
 - c) **Security Level 3.** Access gates shall be locked and access denied to all persons. International Passengers will not be allowed entry until situation is cleared.

6. Visitors and Contractors

- 6.1 Visitors or contractors on business in port area must wait outside the entry gate and produce written approval from port management. Gate security must ensure that documents produced:
- ❖ Have the port manager's signature on it,
 - ❖ Has the correct date on it,
 - ❖ Documents are not photocopies.
- 6.2 Only when gate security is satisfied that all documents produced are in order and not forgeries he will open the gate and allow entry.
- 6.3 Visitors or contractors without written approval from port management will be refused entry and directed to the Port Management for proper authority.
- 6.4 Visitors or contractors that do not produce valid identification or documentation are to be refuse entry.
- 6.5 Visitors and/or contractors with forged documents are to be reported to police.
- 6.6 Visitors and/or contractors who refuse to cooperate with gate security and behave in abusive and violent manner will be regarded as trespassers and will be reported to police immediately and prosecuted.
- 6.7 Sightseers, wantoks, relatives and family members are strictly prohibited into any PNGPCL port facility. If in doubt gate security must seek assistance from PNGPCL PFSO.
- 6.8 In addition the following security measures will apply at Security Levels 1, 2 &3.
- a) **Security Level 1.** Checks on ID cards and vehicle stickers shall be applied to contractors. Visitors shall be registered as visitors and issued visitor cards or temporary passes.
 - b) **Security Level 2.** Contractors will not be allowed entry unless authorized by the PFSO, Port Manager or Ships Masters. Visitors will not be allowed entry. Special Category or Persons including Chaplains, doctors and welfare officers will be allowed entry at the authority of ships masters and upon production of valid identification.
 - c) **Security Level 3.** Access gates shall be locked and access denied to all persons. Only port employees and clients providing essential services will be allowed entry at the authority or PFSO and port management. Photographic identification must be produced. Non essential port employees and clients will not be allowed entry.

7. Cargo Deliveries

- 7.1 All vehicles with containerized and cargo for delivery for export or storage must stop outside the entry gate for security search and clearance.
- 7.2 All vehicles must have a valid and current PNGPCL vehicle sticker or be authorized by the PFSO.
- 7.3 Drivers and occupants (if any) of delivery vehicles must produce current and valid PNGPCL ID or authorization by PFSO to gate security.
- 7.4 Entry gate security will ensure that:
- ❖ Picture on ID cards match persons presenting ID cards,
 - ❖ ID card or authorization is current,
 - ❖ If unsure of authenticity, ask for drivers' license or company ID card.
- 7.5 Drivers must also produce the following documents that accompany cargo for delivery:
- ❖ Export Delivery Docket,
 - ❖ Bill of Lading,
 - ❖ Dangerous Goods Pre-receiving Application Form, and
 - ❖ Export cargo shall accompany customs clearance certificate.
- 7.6 Upon receipt of Dangerous Goods Pre-receiving Application Form gate security will consult PFSO and Port Manager and ensure Dangerous Goods are delivered direct to ships for loading and not stored within port unless authorized by port management.
- 7.7 Dangerous Goods delivered for storage must be refused and the Port Manager and PFSO notified of same unless authorized by port management.
- 7.8 Gate security will search the vehicle to ensure there are no weapons, explosives, explosive making devices, prohibited items or substances in the vehicle.
- 7.9 Gate security will also check to ensure that container seals are intact and not tampered with.
- 7.10 Only when gate security is satisfied with identity of persons and documents provided he will open the gate to allow entry.
- 7.11 Delivery drivers and occupants without proper identification will be refused entry.
- 7.12 Cargo without proper documentation will be refused entry and sent back for proper documentation.
- 7.13 Export cargo without customs clearance certificate and tampered container seals shall be reported to police and PNG Customs officials immediately.

7.14 Drivers or occupants of delivery vehicles with expired ID cards and vehicle stickers will be refused entry and directed to Port Office for renewal process.

7.15 Drivers or occupants of delivery vehicles who refuse to cooperate with gate security and behave in an abusive and violent manner will be regarded as trespassers and reported to police.

7.16 If gate security is unsure he must report to PNGPCL PFSO for assistance.

7.17 In addition the following security measures will apply at Security Levels 1, 2 & 3.

a) **Security Level 1.** A cursory inspection of cargo shall be carried out to ensure integrity of packaging and sealing.

b) **Security Level 2.** Cargo deliveries will not be allowed unless authorized by Port Management. Thorough inspection of cargo shall be carried out to ensure integrity of packaging and sealing. Cargo with tampered packaging shall be refused entry. Dangerous Goods will not be allowed entry.

c) **Security Level 3.** Access gates shall be locked and access denied to all persons. All cargo deliveries will not be allowed entry.

8. Ships Stores Deliveries

8.1 It is the responsibility of the Ships Security Officer to notify PNGPCL Security of the details of stores expected to be delivered and by whom. Only such deliveries will be allowed entry.

8.2 Vehicles delivering ship stores must stop outside the entry gate for security search and clearance.

8.3 Gate security will consult PFSO for details of arranged cargo by Ship Security Officer.

8.4 Drivers and occupants (if any) delivering ships stores must produce appropriate documentation to show the stores that have been ordered and are being delivered to the ship.

8.5 An inspection will be carried out by gate security for tampering of stores and ensure there is no weapons, explosives, explosive making devices, prohibited material and substances.

8.6 Tampered cargo will not be allowed entry into port unless authorized by Ship Security Officer or the Ship Master.

8.7 Cargo without proper documentation and authority from SSO or Ships Master will be refused entry.

8.8 Vehicles with weapons, explosives and/or explosive making devices not prescribed in delivery documents, prohibited items and substances will be refused entry and reported to police immediately.

8.9 Drivers and occupants of delivery vehicles who refuse to cooperate with gate security and behave in an abusive and violent manner will be regarded as trespassers and will be reported to police.

8.10 If gate security is unsure he will report to PFSO for assistance.

8.11 In addition the following security measures will apply at Security Levels 1, 2 & 3.

a) **Security Level 1.** cursory inspection of ships stores shall be carried out to ensure packaging integrity. Ships stores allowed entry be as per delivery docket unless authorized by ships master.

b) **Security Level 2.** Thorough inspection of ships stores to ensure integrity of packaging. Ships stores allowed entry shall be as per delivery docket unless authorized by ships masters. Ship Stores Delivery truck and occupants with cargo will be escorted by an MSG to the ship and back.

c) **Security Level 3.** No ships store will ne accepted for delivery.

9. Exit Gates

The only person authorized by PNG Ports Corporation Limited are PNGPCL Security or its agents acting with authority of PNGPCL to open and close the exit gates to allow exit of vehicles and pedestrians.

The following will apply at the Exit Gate of the regulated areas in Port of Port Moresby

9.1 Port User employees, clients and PNGPCL employees must wait inside the exit gate for gate security to open the gate to allow exit.

9.2 In the event of emergency evacuations all exit gates must be open to all egress to evacuees.

10. Ships Crew

10.1 Ships crew on shore leave must produce their seaman book and check their names against the Ships Crew List with security before exiting the gate.

11. Import Cargo Delivery

11.1 All vehicles with packaged and containerized cargo for delivery must stop before the boom gate for security checks and clearance.

11.2 Security will collect the Delivery docket and hand to the storage clerk for verification of manifest and customs clearance.

11.3 Tampered cargo will not be allowed exit unless a satisfactory reason is established by cargo handler or PNG Customs in the case of international import cargo.

Port Daily Security Level Updates

Port Name	Security Level	Contacts for Updates
Port of Alotau	(left blank for daily editing)	
Port of Buka		
Port of Daru		
Port of Kavieng		
Port of Kieta		
Port of Kimbe		
Port of Lae		
Port of Madang		
Port of Oro		
Port of Port Moresby		
Port of Rabaul		
Port of Vanimo		

Security Threat and Incident Reporting

All PNGPCL employees, agents or port users are asked to report all Security Interference to Maritime Transport of the Port Security Officer.

Contact Details of Port Security Officers

PORT	CONTACT	PHONE NUMBER	FAX NUMBER
ALOTAU	Port Manager	641 1266	641 1276
BUKA	Port Manager	973 9927	973 9927
DARU	Port Manager	645 9137	645 9137
KAVIENG	Port Manager	984 2245	983 2408
KIETA	Port Manager	986 8005	906 8037
KIMBE	Port Manager	983 5355	983 5609

LAE	Port Manager	472 2477	472 2543
MADANG	Port Manager	852 2351	852 3097
ORO BAY	Port Manager	329 7781	329 7489
PORT MORESBY	Port Manager	321 1637	321 3606
RABAU	Port Manager	982 1533	982 1534
VANIMO	Port Manager	857 1086	857 1066
WEWAK	Port Manager	856 2298	856 2506

Declaration of Security

(for use between a ship and port or port facility operator)

TO BE COMPLETED IN ENGLISH

Name of Ship:

.....

Port of Registry:

.....

IMO Number:

.....

Name of Port/Port Facility:

.....

This Declaration of Security is valid from until....., for the following activities

(list the activities with relevant details)

under the following security levels

Security level (s) for the ship:

.....

Security level (s) for the port facility

.....

The port facility and ship agree to the following security measures and responsibilities to ensure compliance with the requirements of PNG's maritime security legislation.

	The affixing of the initials of the SSO or PSO/PFSO under these columns indicates that the activity will be done, in accordance with relevant approval plan, by	
Activity	The port facility	The ship:

Ensuring the performance of security duties		
Monitoring restricted areas to ensure that only authorized personnel have access.		
Controlling access to port/port facility		
Controlling access to the ship		
Monitoring of port/port facility, including berthing areas and areas surrounding the ship		
Handling of cargo		
Delivery of ship's stores		
Handling unaccompanied baggage		
Controlling the embarkation of persons and their effects		
Ensuring that security communication is readily available between the ship and port/port facility		

The signatories to this agreement certify that security measures and arrangements for both the port/port facility and the ship during the specified activities meet the provisions of PNG's maritime security legislation will be implemented in accordance with the provisions already stipulated in their approved plan (s) or the specific arrangements agreed to and set out in the attached annex.

Dated aton the.....

Signed for and on behalf of	
the port/port facility:	the ship:

(Signature of Port Security Officer/Port Facility Security Officer or Ship Security Officer)

(Signature of Master

Name and title of person who signed

Name:	Name:
Title:	Title:

<p>Contact Details</p> <p><i>(to be completed as appropriate)</i></p> <p><i>(indicate the telephone numbers or the radio channels or frequencies to be used)</i></p>	
for the port/port facility:	for the ship:

Port/Port Facility

Master

.....

Port Security Officer/Port Facility Security Officer

Ship Security Officer

.....

Company

.....

Threat and Incident Reporting

General Information

Name of Port/Facility:

.....

Person providing

Report:.....

.....

Date: Time: Location:

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Type of occurrence (e.g. bomb/sabotage threat/unauthorized entry, suspect device, extortion, etc)

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Description of threat/incident

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Alleged Offender (s)

Name: Nationality:
.....

Name: Nationality:
.....

Name: Nationality:
.....

Name: Nationality:
.....

Nature and severity of any injuries sustained by others

Name: link to port:..... Injury:
.....

Name: link to port:..... Injury:
.....

Name: link to port:..... Injury:
.....

Name: link to port:..... Injury:
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Circumstance surrounding device (s) used

Type of Device (s):
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Method of introduction (e.g. passenger, baggage, cargo, stores, etc):

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Security measures circumvented:

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Proposed measures and procedures to prevent recurrence of a similar event?

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Other pertinent details

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Reporting Officer

Signature: Name (printed):

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Designation: Date:

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