

# **PORT AUTHORITY OF DOURO AND LEIXÕES**

## ACCESS, TRAFFIC AND PARKING REGULATIONS

### AT THE PORTS OF DOURO AND LEIXÕES

#### **SERVICE ORDER NR. 02/92**

#### **1. ACCESS TO THE PORT OF LEIXÕES**

##### **1.1 ACCESS OF PERSONNEL**

Access to commercial quays is allowed to the following personnel

- a) – APDL Personnel;
- b) – Official entities (Captaincy, Maritime Police, Inspectors, Customs Officers, Public Police Force, Judiciary Police, Piloting Department and Maritime Sanitation Staff);
- c) – Port union personnel;
- d) – G.P.L. personnel;
- e) – Personnel from companies or bodies linked to the port activity (shipping agencies and companies, port operators, customs clearance officers and assistants, importers and exporters, ship suppliers, ship fuelling companies, ship repair companies, transport companies and others), when they can prove they are carrying out a service;
- f) – Bearers of free access cards;
- g) – Ship crew at locations where their vessels are moored:
- h) – Passengers or people who receive or forward luggage (in the respective areas);
- i) – Crew family members or passengers (only after proving their identity), to have access to the respective ships:
- j) – Pupils from teaching establishments and their escorts, when authorised and in the set visiting zones;
- 1) – People who urgently need to enter to the port, by means of a prior authorisation granted by the Management, Operating Services Department or Land Operations Division.

Access for people mentioned in lines i) and l) will be granted upon payment of the

port entry fee.

### **1.2 BICYCLES, MOPEDS OR MOTORCYCLES ACCESS**

Bicycles, mopeds or motorcycles or other two-wheeled vehicles are permitted when ridden by people who have authorised access to the port.

Access for mopeds, motorcycles, etc. ridden by people mentioned in lines e), g), h), j) and 1) shall only be permitted upon payment of the respective port entry fee, unless they have a free transit pass or free access cards.

### **1.3 LIGHT PASSENGER ROAD VEHICLES ACCESS**

Access to the commercial quays is permitted for the following light passenger road vehicles:

- a) – That transport official entities as mentioned in line b) of no. 1.1;
- b) – That display free transit labels;
- c) – That transport bearers of the free access card as mentioned in line f) of no. 1.1;
- d) – That belong to the S.N.A. or C.V.P. fire brigades, in service, and other vehicles transporting the hurt or injured;
- e) – Driven by APDL personnel linked to the port operation, when in service;
- f) – Driven by people mentioned in line e) of no. 1.1, provided that there is no inconvenience to the port service;
- g) – Driven by people linked to the port activity whose access is expressly authorised by the Management, Operating Services Department or Land Operations Division;
- h) – Taxis or rented light passenger vehicles (letter A) in exclusive service of crew or passengers, when justified.

Access for vehicles mentioned in lines **o**), g) and h) is subject to payment of the respective port entry fee, unless possessing free transit labels or free access cards. Access for taxis and light passenger vehicles (letter A) is also subject to:

- 1 – Identification of the driver, passengers and vehicle with respective name and registration plate registry;
- 2 – Registry of entry and exit time;
- 3 – Obligation to leave through the entrance gate;
- 4 – Drivers must never leave their vehicles unattended. Consequently, taxi drivers are not permitted on board the ships;

5 – The taxi shall only remain the necessary time for the entrance and exit of passengers.

Any driver that infringes these rules shall be punished, in the future, by being prohibited to enter the ports. This prohibition shall be communicated to the entry gates, duly identifying the driver and vehicle.

#### **1.4 ROAD TRANSPORT VEHICLES ACCESS**

Access of lorries and other road transport vehicles to the ports shall be permitted only when travelling in service and upon payment of the respective port entry fee.

#### **1.5 CONTROL OF PEOPLE AND VEHICLES ACCESS**

Access of people and vehicles to the port of Leixões is controlled and supervised by APDL personnel.

### **2. TRAFFIC AND PARKING IN THE COMMERCIAL QUAYS**

Traffic and parking in port zones must comply with the regulations for the purpose established in the following paragraphs.

#### **2.1 TRAFFIC CONDITIONING**

People and vehicles authorised to enter the ports shall drive straight to their destinations, comply with the instructions and indications transmitted to them by the Management agents, duly identified, and comply with the signposting and the traffic and parking rules.

#### **2.2 PROHIBITIONS OF VEHICLES PASSAGE**

**2.2.1 All vehicles are forbidden to have access to the working zones apart from:**

- a) Vehicles used to transport loaded or unloaded commodities from or onto moored ships;
- b) Vehicles that transport consumables on board;
- c) Management vehicles;
- d) Official vehicles that transport entities from bodies with jurisdiction in the ports;
- e) Vehicles that may be given access permission by the Quay Services such as ambulances, first-aid vehicles and others.

2.2.2 The transit of vehicles not listed in point 2.2.1 is only permitted on the road

lanes.

2.2.3 For safety reasons and to improve the efficacy of the port works, the Management agents may prohibit or limit the access of authorised vehicles to any working zones, in fulfilment of lines a) to e) of point 2.2.1.

### **2.3 PARKING OF VEHICLES**

2.3.1 Parking of vehicles not used in port operations shall only be permitted in designated car parks.

2.3.2 It is forbidden to park any vehicle:

a) In the commodities deposit or storage zones, apart from vehicles used to transport commodities in these zones;

b) In transit zones;

c) In working zones, even for vehicles that have access to them, when they remain there beyond the strictly necessary time or if they impair smooth progress of commercial operations;

d) In the limited car parks if they are in transgression of the respective signs;

e) In any area that is signposted 'no parking'.

### **2.4 RAILWAY TRAFFIC**

The railways inside the port are considered, for all intents and purposes, level crossings without guard.

### **2.5 SPEED LIMIT IN PORTS**

The maximum speed limit for vehicles or equipment travelling inside the port is 40 km/h, notwithstanding the lower speed limits locally signposted.

### **2.6 ENFORCEMENT OF SANCTIONS**

Transgressions of the stipulations contained in these Regulations concerning traffic and parking in the ports imply the enforcement of fines or the prohibition of access to the port, notwithstanding any disciplinary or criminal action brought against the perpetrator.

### **2.7 INFRINGEMENTS SURVEILLANCE**

The APDL agents, or other agents of authority with legal powers to act on these

matters, shall confirm transgression of the regulations.

## **2.8 ENFORCEMENT OF HIGHWAY/SAFETY CODE**

All eventualities not covered by the Management Regulations shall be regulated by that stipulated in the Highway Code.

## **3. IDENTIFICATION CARDS**

### **3.1 COMPULSORY USE**

It is compulsory for all people who transit or remain inside the port to display an identification card on their lapel or in another easily visible place.

### **3.2 EXCEPTIONS**

Identity cards are not required for:

- a) – Crew members and passengers of moored ships and their families;
- b) – Drivers of heavy goods vehicles and their assistants provided that they do not leave their vehicle unattended.

### **3.3 ISSUE AND PRODUCTION OF CARDS**

#### a) - APDL PERSONNEL

Cards are issued by the APDL services in accordance with the form the Management's approved model;

#### b) - G.P.L. Staff, Navigation Agencies and Port Operators

Cards are issued by the mentioned entities and produced by the APDL services;

#### c) - Personnel from other bodies and companies

The workers cards are issued by their respective entities. They must include a photograph, identification of the entity, name and function of its bearer.

#### d) - Other personnel

All other people that are authorised to enter the port shall use a visitor's card. It is possible to obtain a visitor's card at the main gate of the port, provided a valid identification card is left.

### **3.4 LOSS OF CARDS**

Loss of cards issued by APDL implies the issue of a second copy upon payment of fees established by the Board of Directors.

## **4.-GATES SCHEDULES**

### **4.1 OPENING HOURS OF GATES**

The gates schedule of the Port of Leixões is as follows:

- a) - North gate no. 1 - Open from 7.30am to midnight on working days, from Monday to Saturday. When there is no service to be carried out at the Terminal it will be closed.
- b) - North gate no. 2 - Closed. The pedestrian door may be opened for passengers or to grant access to war ships.
- c) - North gate no. 3 - Closed.
- d) - North gate no. 4 - Closed.
- e) - North gate no. 5 - Open from 7.30am to midnight on working days, from Monday to Saturday. From midnight to 7.30 on these days and on Sundays and bank holidays, the pedestrian door is opened permanently.
- f) - North gate no. 6 - Open from 7.30am to 5.00pm, on working days, from Monday to Friday. From 5pm to midnight on these days and from 7.30am to midnight on Saturdays, the pedestrian door may be opened whenever there is a ship in service.
- g) - South gate no. 2 - Open from 7.30am to midnight on working days, from Monday to Saturday. From midnight to 7.30am on these days and on Sundays and bank holidays, the pedestrian door is opened permanently.
- h) - South gate no. 3 - Open from 7.30am to midnight, on working days from Monday to Saturday. When there is no service to be carried out at the Terminal it shall close.
- i) - South Mole Quay gate - Open from 7.30am to midnight on working days, from Monday to Friday, and from 7.30am to 5:00pm, on Saturday. On Saturday it may remain open until midnight if there is a ship in service. During all other periods of working days and on Sundays and bank holidays, the pedestrian door is opened permanently.

### **4.2 OPENING OF GATES**

The gates or the pedestrian door shall be opened in the presence of APDL and Inspection Guard workers.

### **4.3 OPENING OUTSIDE THE ESTABLISHED WORKING HOURS**

If for any vital reasons for the port work or in situations under unavoidable circumstances a gate is open outside the established opening hours, the workers involved shall communicate this fact to the Management.

## **5. OTHER STIPULATIONS**

## **5.1 DOURO QUAYS**

The rules outlined in the above stipulations also apply to the Douro quays. However, the Stowage quay may be used as a car park.

## **5.2 STOWAGE QUAY GATE**

The opening hours of the Stowage Quay gate are as follows:

a) - Rua da Alfândega Stowage Quay Gate - Opened from 8am to 5pm on working days, from Monday to Friday.

b) - Rua da Ribeira Stowage Quay Gate - Opened to pedestrians from 8am to midnight, from Monday to Sunday.

## **5.3 ALTERATIONS**

APDL may change the regime established by these Regulations for reasons of interest to the port work.

## **5.4 COMING INTO FORCE**

These rules come into force on their date of publication, revoking Service Order no. 8, Series B, of 11 February 1983.

January 27th of 1992

The Board of Directors of APDL, SA