

COVID-19 MPT SITE RULES

The Melbourne Port Terminal (MPT) has implemented the following site rules to limit the spread of COVID-19:

- If you have symptoms such as a fever, cough, sore throat, tiredness, shortness of breath, chills, body aches, runny nose or muscle pain, do not enter the site and seek medical advice ASAP.
- Inbound & Outbound Tippers:
 - All drivers must wear a face mask or cover whilst on site except when you're inside your truck by yourself
 - It is recommended that all drivers bring their own gloves to be worn whilst at site. If you would like gloves but do not have any, we can provide them to you.
 - Drivers must use the disinfectant spray and wipes available at each station before and after use
 - Drivers must remain in their trucks except when using the kiosks, opening or closing tarps, when tipping in the road hopper or using the bathroom or the drivers hut
 - When using the drivers hut or bathroom, only one person is permitted inside at a time. Please wipe down all hard surfaces that you've touched
 - Drivers can communicate with Emerald employees via UHF channel 24.
 - Lane 1 at the sample stand is closed to maintain social distancing of 1.5m
- Container Trucks:
 - All drivers must wear a face mask or cover whilst on site except when you're inside your truck by yourself
 - Drivers must remain in their truck unless assisting to open / close container doors, whilst an Emerald employee is on the trailer platform or when collecting their outturn docket. Emerald employees will place the outturn docket on the rear of the trailers for the driver to collect or the docket may be printed to the front weighbridge.
 - Drivers may use the driver hut on site and must also wipe down all hard surfaces that you've touched
- 3rd party contractors who are conducting work on site are required to:
 - Make an appointment to enter the site. Please call on arrival at the appointed time and your Emerald contact will meet you outside of the main office.

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- Complete a Visitor Health Screening Questionnaire located in reception.
- Complete a temperature check in reception. You must record a reading lower than 37.5 degrees to remain on site. Further instructions are detailed at reception.
- Sign in and out on the visitor log at reception
- Wear a face mask at all times whilst on site except for the following reasons:
 - When wearing a mask is not practical such as whilst you're eating.
 - If you have a medical reason in which you must provide evidence of this. The Terminal Manager must be advised of this so other controls can be implemented.
 - When you need to take a short break from wearing the mask but you must be well clear from others if you need to do so
 - If you are in an office space on your own. Should another person enter the space, all persons must put their mask on.
- The main office is closed to all non-Emerald personnel unless given approval by Aaron Mato (0408 942 824) or Daniel Umbers (0447 425 784).
- It is highly recommended that all visitors bring and wear appropriate gloves whilst on site which are suitable for the activities you'll be undertaking
- All personnel on site must:
 - Maintain social distancing of 1.5m at all times
 - Cover your cough and sneeze into your elbow
 - Wash hands thoroughly with soap or hand sanitizer
 - Wipe down common area surfaces that you've touched using the disinfectant spray and wipes which are available at various locations on site
- Truck drivers, rail crews and external contractors may use the driver's amenities room for tea and coffee at the rear of the main office. There is no access to the Main office lunchroom.



These new site rules apply until further notice, any queries please contact Aaron Mato, Terminal Manager on 0408 942 824