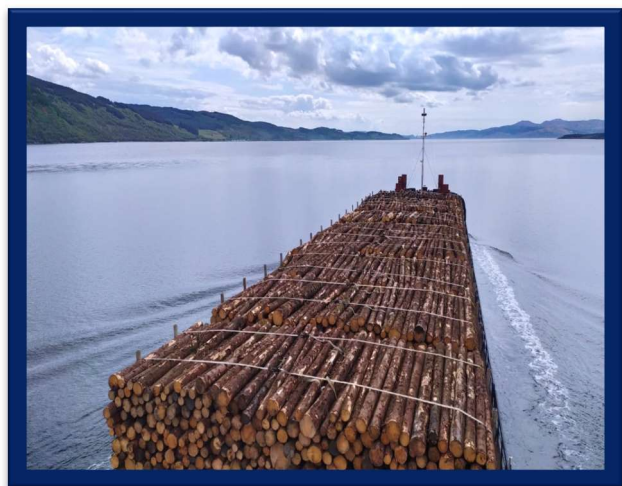
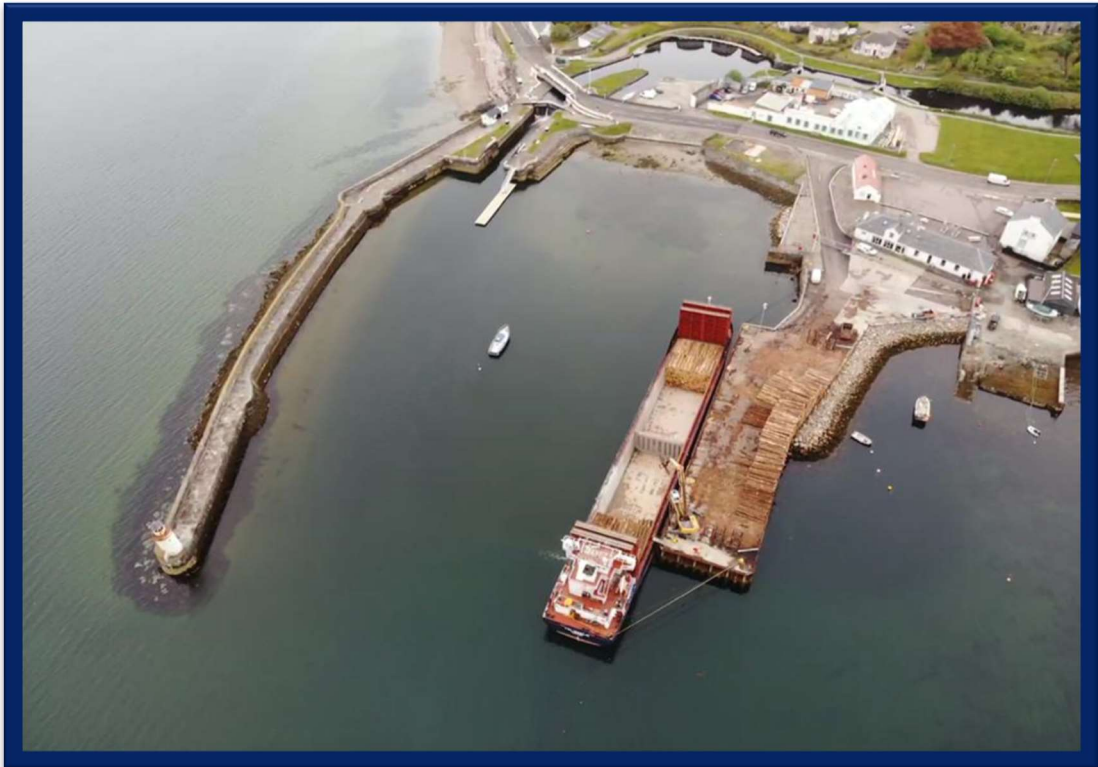


Ardrishaig Pier Site Safety Procedures and Timber Stacking Plan 2023/2024



Ardrishaig Pier Site Safety Procedures

The access road and areas within the Pier facility where operations such as materials handling, log discharge and loading, cargo discharge and loading take place are identified as 'Working Areas', under the Docks and Regulations act 1988.

All Operators, contractors and others who have authorised access to these areas must comply with the requirements of the Docks and Regulations Act and other relevant legislation.

Scottish Canals have included Site Specific Rules that must be complied with at all times.

Vehicles can park within the Pier compound overnight and drivers are welcome to make use of the facilities provided however strictly no loading or unloading between 9pm and 6am.

Despite improved safety efforts, too many people are still being injured, or suffering life-changing injuries in the shipping industry. Because conditions are so challenging, even the most experienced operators, cargo handlers, shipmasters, and crew are at risk.

This document contains important information to help keep you safe while operating at Ardrishaig Pier & Port. We know it may include some information and advice you may have already heard or read before but because it is so fundamental for your safety and a priority, we make no apologies for repeating our message to keep you and your colleagues safe.

The good news is that with the introduction of the PMSC 2000, port and harbour operatives are more safety conscious than ever before, with individuals taking personal responsibility for their own safety creating a safety culture awareness.

However, we believe there is always room for improvement, which is why we ask all users of Ardrishaig Harbour to be vigilant and encourage you to keep looking for, identifying, and reporting potential hazards, to challenge poor safety standards and to report any issues directly to the Duty Officer or Harbour Master.

When it comes to site safety, operators have a lot to think about – from ships berthing, line operators on the pier, other vehicles and also cranes and

crane operators. In addition, heavy cargos of logs or salt being stacked, loaded, and unloaded in all kinds of challenging weather such as heavy rain and gusting winds.

Operators

1. During operations, no unauthorised person will be allowed on to the site.
2. There must be no parking on the access road or unstrapping of vehicles.
3. At all times persons within the pier site must wear the required PPE. High visibility clothing, safety helmet, gloves and safety shoes/ boots.
4. Timber stacking must only proceed when the Harbour Authority has granted permission. Stacked round timber must be supported at both ends and **maximum 4.5m** high at the steel stanchions, rising to a **maximum 5.0m** in the centre of the stack. If required wedges should be used to fix the logs and prevent them from rolling.
5. Ship's crew must not enter the pier area unless wearing the correct PPE. High visibility clothing, safety helmet, gloves and safety shoes/ boots.
6. Drivers must ensure that reverse lighting and beepers are operating when moving vehicles into and around the Working Area.
7. All drivers and loading operators are advised that timber stacking and loading of material onto ships is only permitted from 06:30 to 21:00 Monday to Saturday and from 07:00 to 21:00 on Sundays.

Personnel

1. It is the responsibility of all employers to provide safe operational systems for the work to be undertaken by their employees. Scottish Canals request a copy of such documents to be supplied to the Harbour Master in advance. This will assist Scottish Canals to establish a safety awareness of all employees / contractors working on their property.
2. All persons on the pier will be equipped with and wearing as a minimum a safety helmet, hi visibility jacket (to BS EN 471), protective footwear, and will have a First Aid Kit in vehicle

3. All personnel operating on the pier will fully comply with these site rules at all times, any breach of this will result in action being taken to clear the site area at the offender's cost.

Vehicles and Plant

1. Vehicles without reversing safety equipment such as warning beepers will not be allowed on to the site unless suitable and agreed alternative risk to public mitigation measures such as a banksman are in place.
2. Only the crane and two other vehicles will be allowed on the ship loading area at any given time during operation. Vehicles rested up overnight inside the compound must be in the waiting area and keep the main pier and berth area clear.
3. All operations will cease during berthing of vessels and all staff and vehicles will be excluded from the pier area until given approval from Scottish Canals staff to recommence their operation.
4. All operations will cease if pedestrians are present on the pier e.g. ship's crew, Scottish Canals staff or other authorised visitors.
5. Haulage vehicles must not unstrap, obstruct, park or leave vehicles parked overnight and unattended on the access road into the Pier.
6. Any breach of this will result in action being taken to clear the area at the offender's cost.

Pier Access Road:

Strictly no parking on access road, or up on the pavement at either side. Note the double yellow lines.

Action will be taken against vehicles parked or unstrapping on this road at cost of offender.

Registrations will be monitored and recorded.





Vehicle Management

2 x maximum vehicles on pier for unloading.

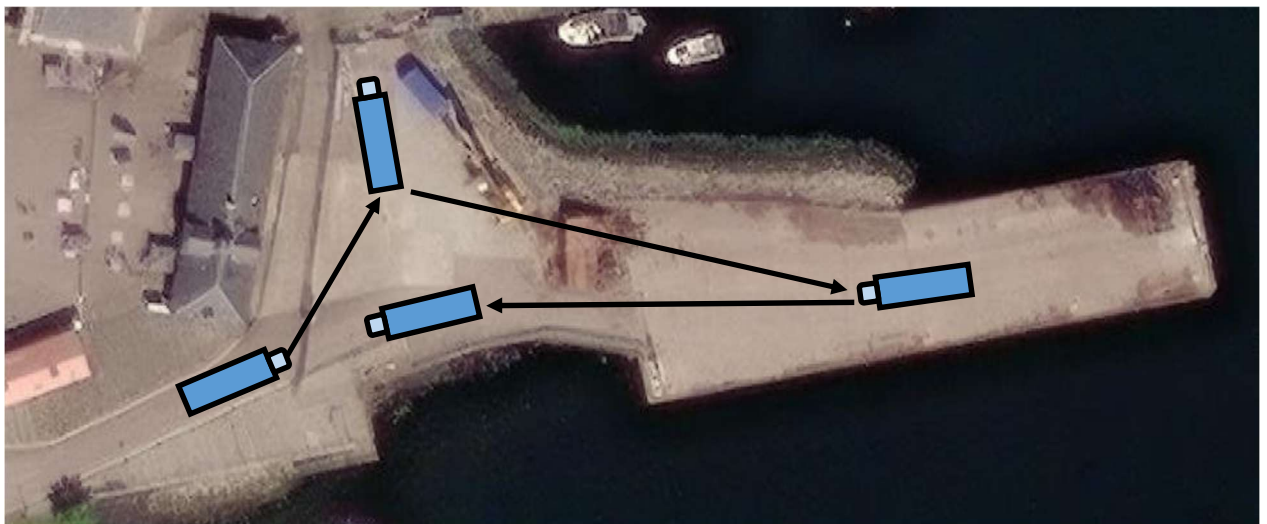
2 x maximum vehicles in parking / waiting area.

A total **maximum of 4** Lorries in compound in total.

Vehicle manoeuvres in turning area inside the parameters of the enclosure.

Vehicle reversing beepers must be switched on at all times and audible.

Overnight vehicle parking may be permitted within the turning area but must not cause obstruction to other users.



Security

1. The automatic security gates have a key code pad which has been positioned at height to enable drivers to operate it and enter without discharging from their vehicles. The code can be obtained directly from the main office or Duty Officer during out of office hours.



2. CCTV is installed, operational and is monitored remotely.

Timber Stacking

1. Stacked round timber must be supported at both ends and **maximum 4.5m** high at the steel stanchions, rising to a **maximum 5.0m** in the centre of the stack. If required wedges should be used to fix the logs and prevent them from rolling.
2. Logs should be stacked and **clear of the 2 metres segregation zone** on the north side of the pier and within the specified row amount between stanchions, refer to authorised stacking plan.



2-metre Safe Zone

Stacking:

Timber must never impinge upon the 2-metre segregation zone at the north edge of the pier. If a breach is discovered action will be taken by the Harbour Master to clear the area at the offenders' costs.

Stacking Plan

Introduction

This information sheet contains practical guidance for stakeholders, in particular hauliers and other log cargo handlers, on safe working practices for the safe stacking and storage of logs on Ardrishaig pier.

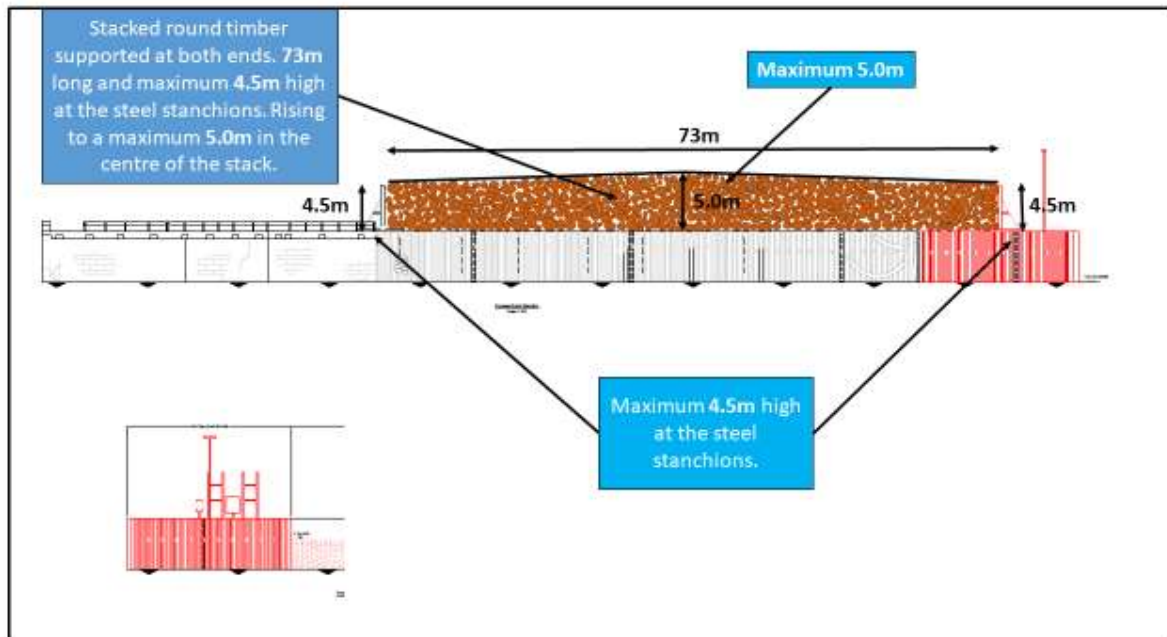
The guidance applies Ardrishaig Pier and it is based on consultation with the timber industry and the results of HSE-commissioned research into stacking logs and sawn timber.

Safe stacking of logs on Ardrishaig Pier

The most effective control measure to reduce the risk of injury from a log stack collapse is to locate log storage areas well away from pedestrian and vehicle routes. The use of a loader with grab attachments is the safest method of stacking, de-stacking and transporting logs as this avoids any need for workers to be on or near the stacks for slinging.

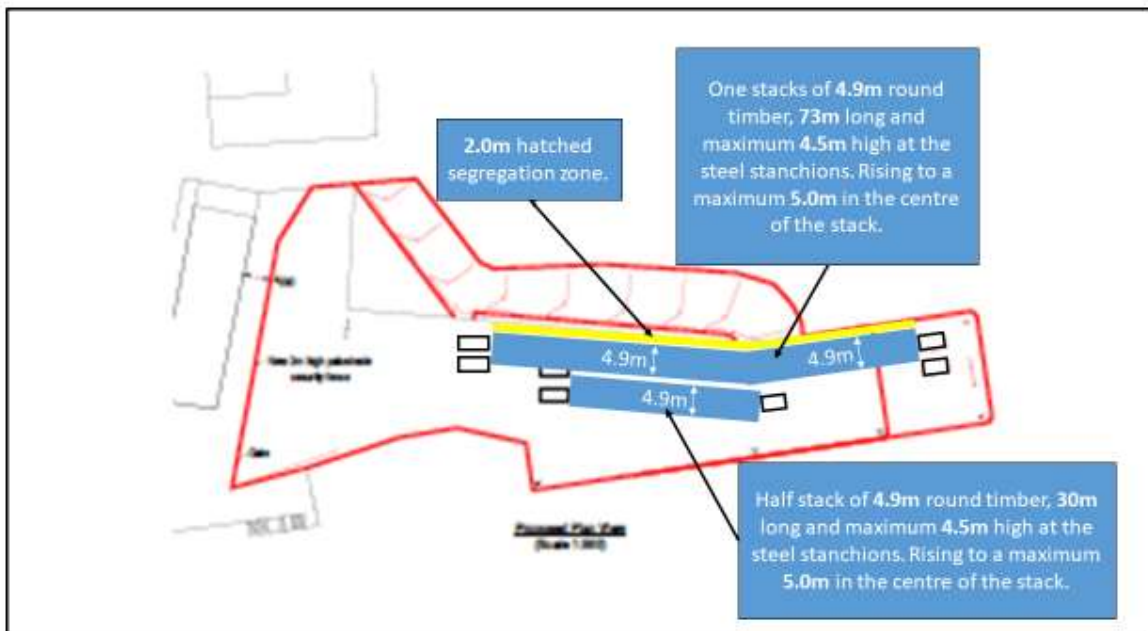
The height of the log stacks should be justified by the site risk assessment, the height should however be limited to within the safe range of the grabber and take into account the cab position and the protection it has.

Stacked round timber must be supported at both ends and **maximum 4.5m** high at the steel stanchions, rising to a **maximum 5.0m** in the centre of the stack. If required wedges should be used to fix the logs and prevent them from rolling.

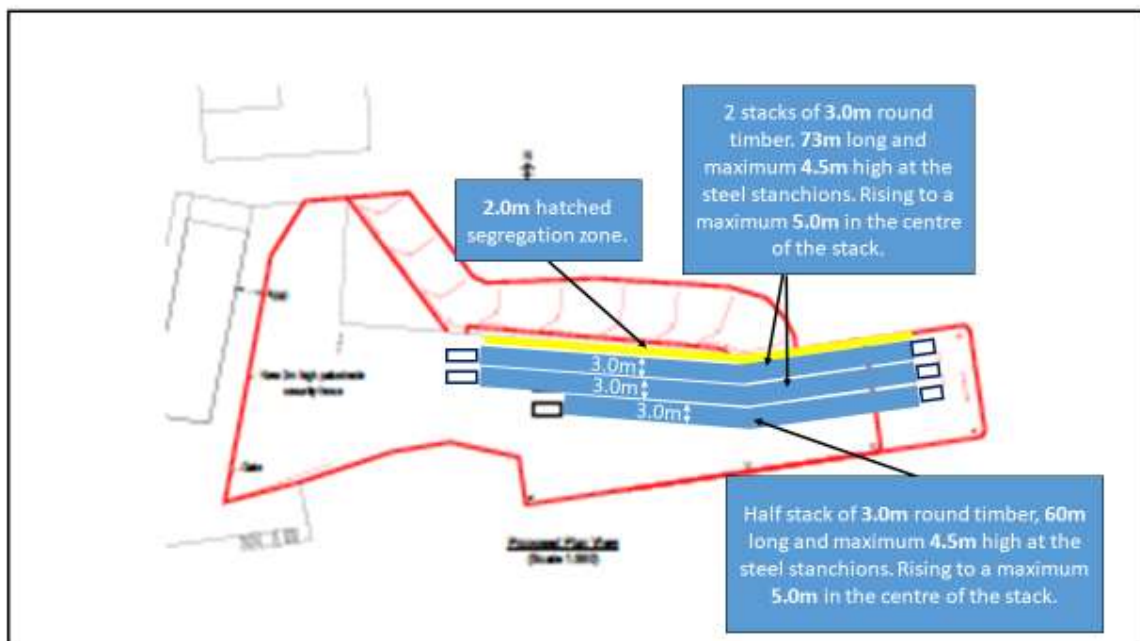


The stacking plan allows for the following examples in accordance with guidance from the designers and the timber industry.

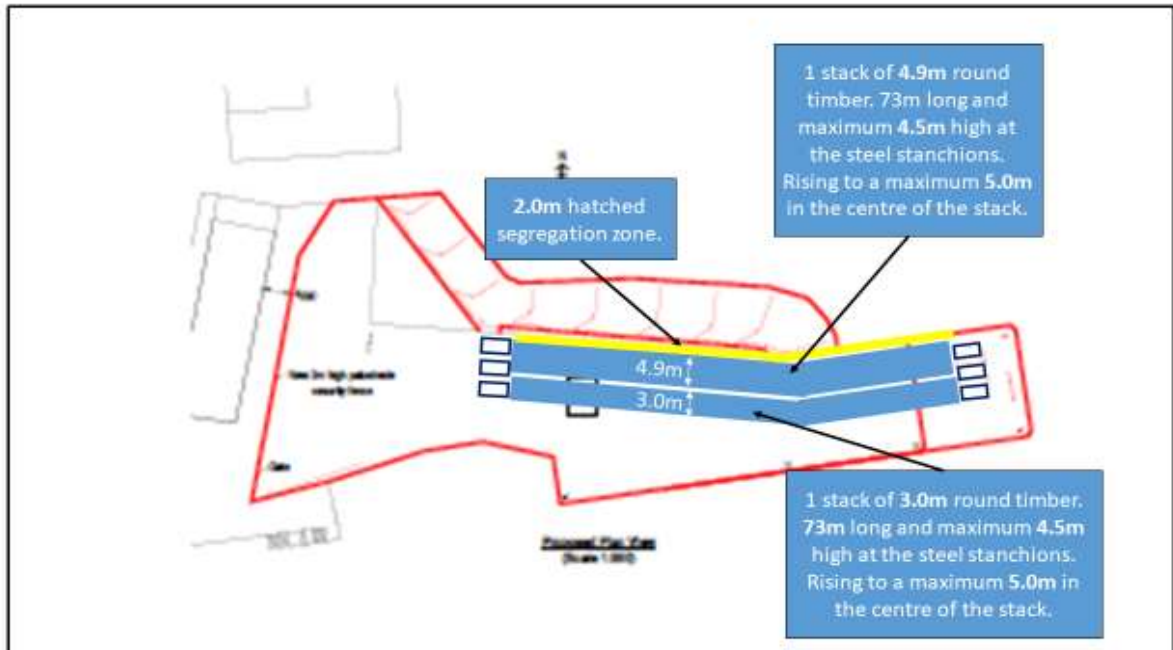
One stack of 4.9m round timber 73m long and one-half stack 30m long.
Total combined timber 1410.17 tonne.



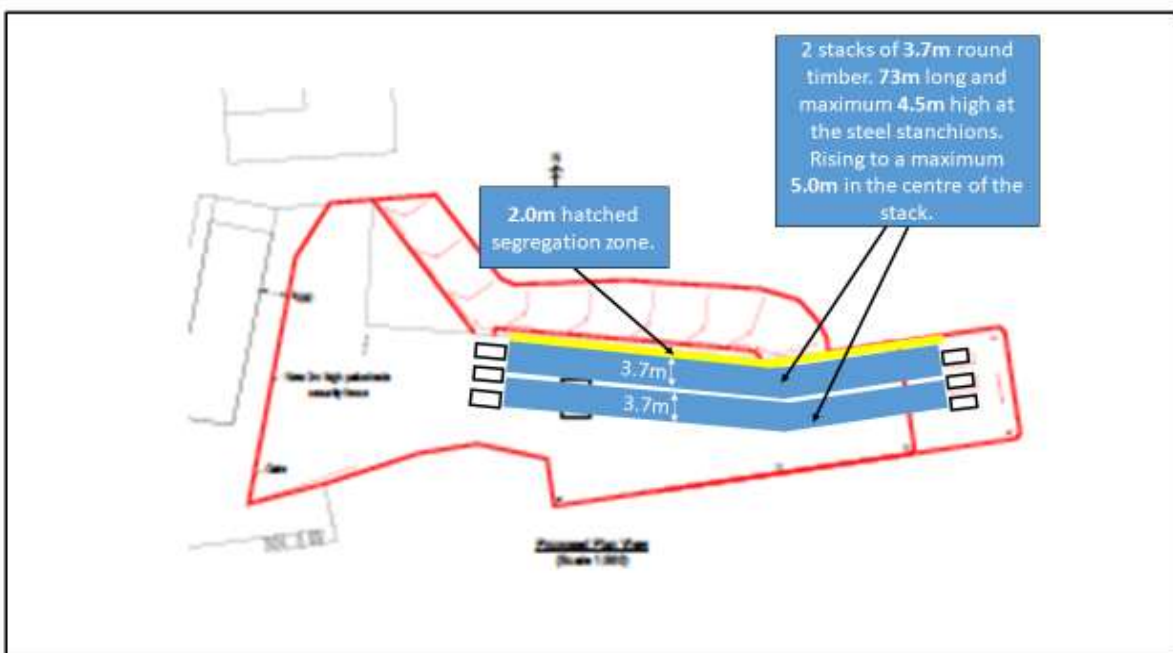
Two stacks of 3.0m round timber 73m long and one stack 60m long. Total combined timber 1726.74 tonne.

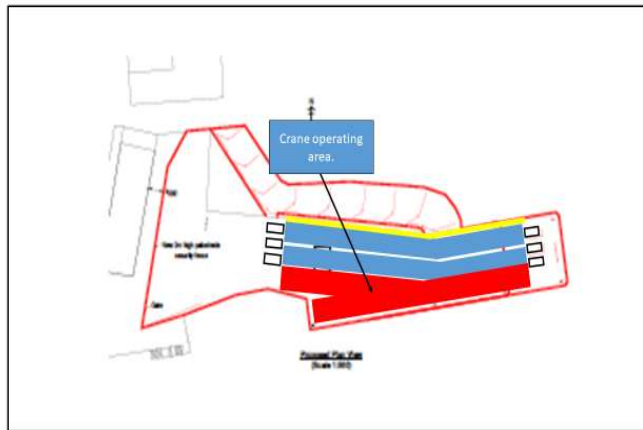


One stack of 4.9m round timber 73m long and one stack of 3.0m round timber 73m long. Total combined timber 1508.12 tonne.



Two stacks of 3.7m round timber 73m long. Total combined timber 1509.38 tonne.





Crane operating area highlighted in red. While crane is operating, only two vehicles are authorised in this area.

CARGO LOADING

All Drivers, Ship's Masters and Loading Operators are advised that timber stacking and loading of material is permitted between: **06:30 – 21:00 Monday to Saturday** and **07:00 – 21:00 on Sundays**. The above restrictions are required to limit undue disturbance to local residents.

Authorisation for any request to operate out with the above times must be sought from the Crinan Canal Office prior to any operations being carried out.

Timber tonnage.

	Stack number	Stack length In meters	Stack height meters	Stack width meters	m3 to tonnes conversion	Timber not exceeding 2m above level stack at central point	7 year running average from timber procured in Argyll is 1.19 m3 to a tonne	Stack tonnage	Combined stack tonnage	Total combined tonnage
	1	73	4.5	3.0 chip/pulp	0.7		/1.19	579.70	1635.87	1726.74
	2	73	4.5	3.0 chip/pulp	0.7		/1.19	579.70		
	3	60	4.5	3.0 chip/pulp	0.7		/1.19	476.47		
	1	73	0.5	3.0 chip/pulp	0.7	/2	/1.19	32.20	90.87	
	2	73	0.5	3.0 chip/pulp	0.7	/2	/1.19	32.20		
	3	60	0.5	3.0 chip/pulp	0.7	/2	/1.19	26.47		
	1	73	4.5	3.7 sawlogs	0.7		/1.19	714.97	1429.94	1509.38
	2	73	4.5	3.7 sawlogs	0.7		/1.19	714.97		
	1	73	0.5	3.7 sawlogs	0.7	/2	/1.19	39.72	79.44	
	2	73	0.5	3.7 sawlogs	0.7	/2	/1.19	39.72		
	1	73	4.5	4.9 sawlogs	0.7		/1.19	946.85	1335.96	1410.17
	2	30	4.5	4.9 sawlogs	0.7		/1.19	389.11		
	1	73	0.5	4.9 sawlogs	0.7	/2	/1.19	52.60	74.21	
	2	30	0.5	4.9 sawlogs	0.7	/2	/1.19	21.61		
	1	73	4.5	4.9 sawlogs	0.7		/1.19	946.85	1423.32	1508.12
	2	73	4.5	3.0 chip/pulp	0.7		/1.19	476.47		
	1	73	0.5	4.9 sawlogs	0.7	/2	/1.19	52.60	84.80	
	2	73	0.5	3.0 chip/pulp	0.7	/2	/1.19	32.20		

Notice to Mariners

In addition to posting on Scottish Canals website (when this is available), NtMs will be communicated to regular users, and to ports and marinas as detailed below:

ABP	Argyll & Bute Council	Ferguson Transport
Cal Mac	Scottish Canals	Crinan Boatyard
NLB	Peel Ports	Great Glen Shipping

Please Note:

SC. will conduct regular Health & Safety audits of the Pier and surrounding site. If any of the site rules are not being adhered to, or any operator fails to follow these site rules they may be excluded from use of the pier until they are able to demonstrate that they can and will comply. All contractors should be in receipt of the pier emergency arrangements. **Any Near Miss, Accident or Incidents must be recorded and communicated to the Harbour Authority.** The communication should be to the main office in Ardrishaig Pier Square or reported to the Duty Officer during out of office hours.