

April 2019

Code of Practice for Works on DOI Ports Property

The information below is intended as guidance for contractors and vessel owners whether commercial or private, carrying out or planning to carry out, works on land owned by the Department of Infrastructure and operated by the Ports Division. A set of guidelines has been issued covering all harbours, please familiarise yourself with these procedures. Please note, the guidelines apply to **all** Ports-operated land, including boat parks, car parks, storage areas, quaysides and jetties. Please refer to the delineated maps at Appendices 1-8.

These guidelines are intended to put health and safety first and foremost but also prevent damage to third party property. Work which could potentially endanger the safety of anyone on Ports-operated land needs to happen through consultation, coordination and communication with the Ports Division first.

When carrying out or arranging to carry out works that fall into the categories on page 2, please ensure that you liaise in the first instance with the local harbour keepers.

Area and contact telephone number			
Douglas outer harbour	686628	(Marine Operations Centre – 24/7)	
Douglas marina/inner harbour	687543	Peel marina	842338
Port St Mary, Port Erin, Castletown, Derbyhaven	833205	Ramsey & Laxey	812245

Please note, any individual or contractor showing disregard for these guidelines or working in a dangerous or unsafe manner will be asked to stop and may be asked to immediately leave Ports-operated land.

It is expected that all contractors and boat owners will be considerate of each other's property, particularly when carrying out blasting, hot works, grinding or cutting, to ensure that neighbouring boats, vehicles and other property are not damaged.

Please be mindful of any trip hazards whilst you work and ensure that all quaysides and areas accessible to the public are free of debris and equipment whilst work is ongoing. It is expected that in all instances, all areas will be cleared and free of debris once work has concluded for the day or that appropriate cordons/barriers will be in place. Materials left which require action by harbour staff to clear or remove will result in the owner of the associated vessel being charged at the rate applicable for general service.

Thank you for your co-operation in this matter.

ANN REYNOLDS
Director of Ports

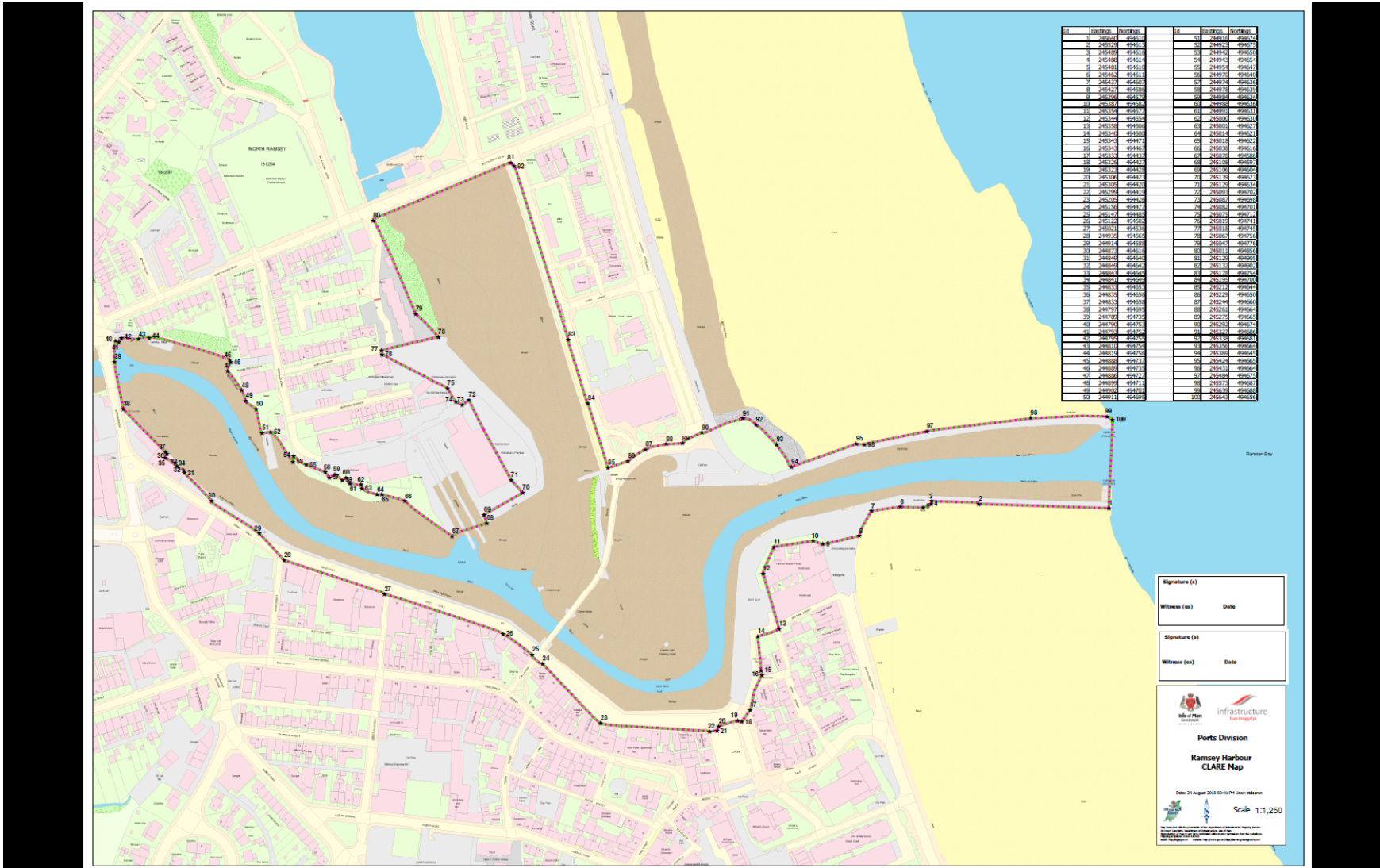
Works that require notification	Expected standards
Lifting of boats using a crane or Hi-ab	High-visibility clothing (e.g. tabards) and hard hats should be worn by anyone in the working area. Operational areas to be cordoned off in order to avoid conflict with other harbour users or the public. Vessels lifted out are to be secure on blocks or in an approved cradle/trailer before cordons are removed. All equipment used in lifting operations must have a valid certificate of inspection and the user of the equipment may be asked to produce this documentation when requested by harbour staff.
Hot work, e.g. welding, grinding	Wearing of appropriate Personal Protective Equipment (PPE) including eyewear, ear protection, gloves, and overalls. Areas to be cordoned off or protected to avoid damage to third party property or injury to passers-by. Hot works are subject to a permit to work in certain areas. Working areas must be cleared of combustible materials (fuel, paint, solvents, rags) and a suitable means of extinguishing a fire must be present.
Breaking of up of boats	Written consent from the Ports Division must be sought before any vessel is broken up within harbour limits, area must be cordoned off and all material removed from site at completion. Due consideration must be given to pollution risk and public safety. Fuel or oils or lubricants removed from a vessel must be stored in appropriate containers and disposed of properly.
General maintenance that requires the use of a working platform, trestle, scaffolding, ladders etc.	Platform/trestle/scaffolding should be appropriate to the intended use and safely constructed with precautions to avoid falls from height. Ladders are to be properly secured and in good condition.
Any works on or around lift/swing bridges	Prior permission obtained from Marine Operations Centre, PPE appropriate to the works and compliant with relevant risk assessment is to be worn, along with appropriate securing harnesses if required. Where harness or fall arrest systems are used consideration must be given to recovery methods.
Use of blasting equipment or spray painting systems	Notification to local harbour office and erection of suitable and adequate screening to avoid damage to other boats and property.

Harbour users or contractors are not required to notify us about general maintenance work (e.g. minor engine maintenance, painting not involving a spray system, sanding) or that which does not require the use of blasting equipment, a working platform, trestle or scaffolding.

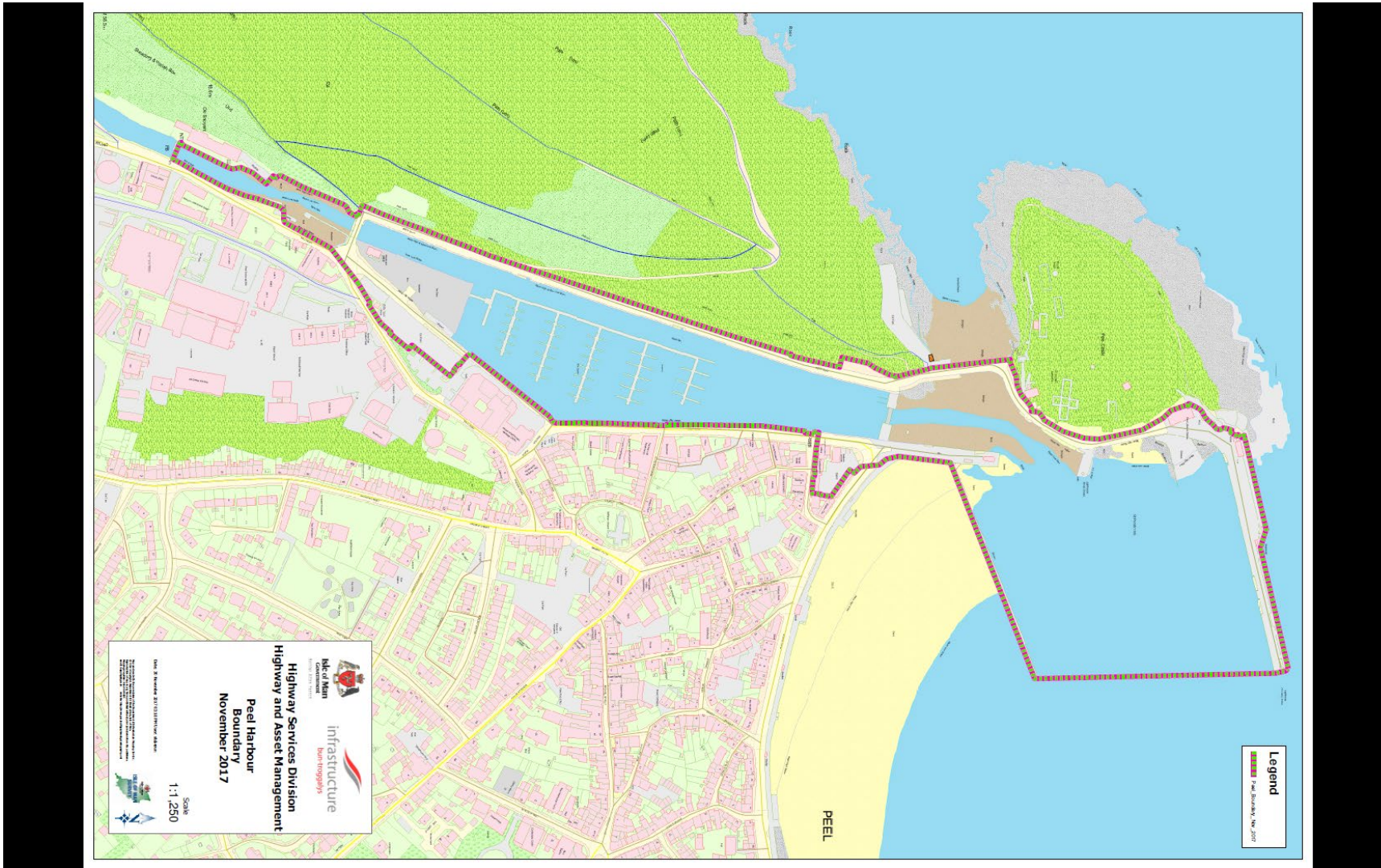
Appendix 1 – Douglas Harbour and Marina



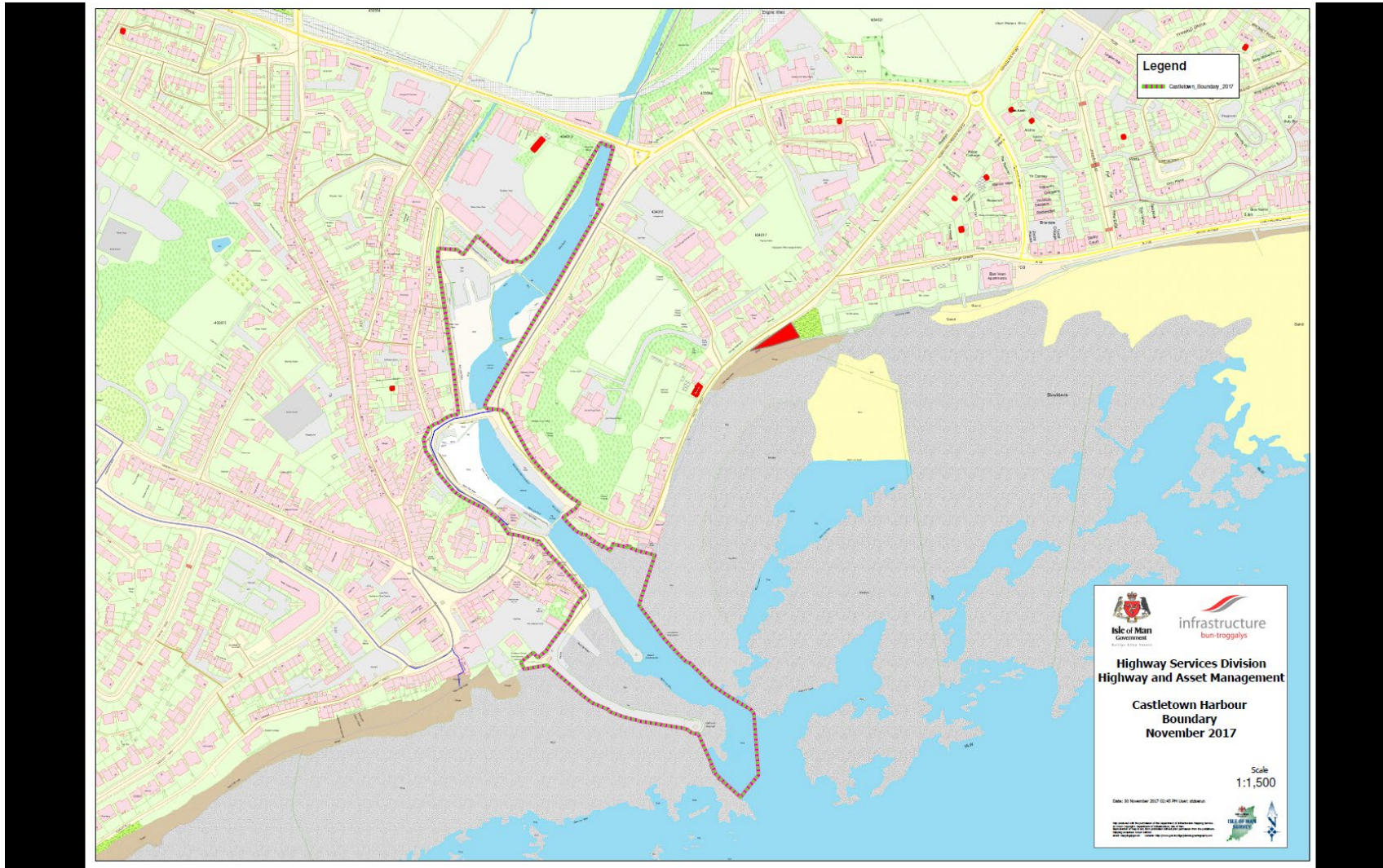
Appendix 2 – Ramsey harbour



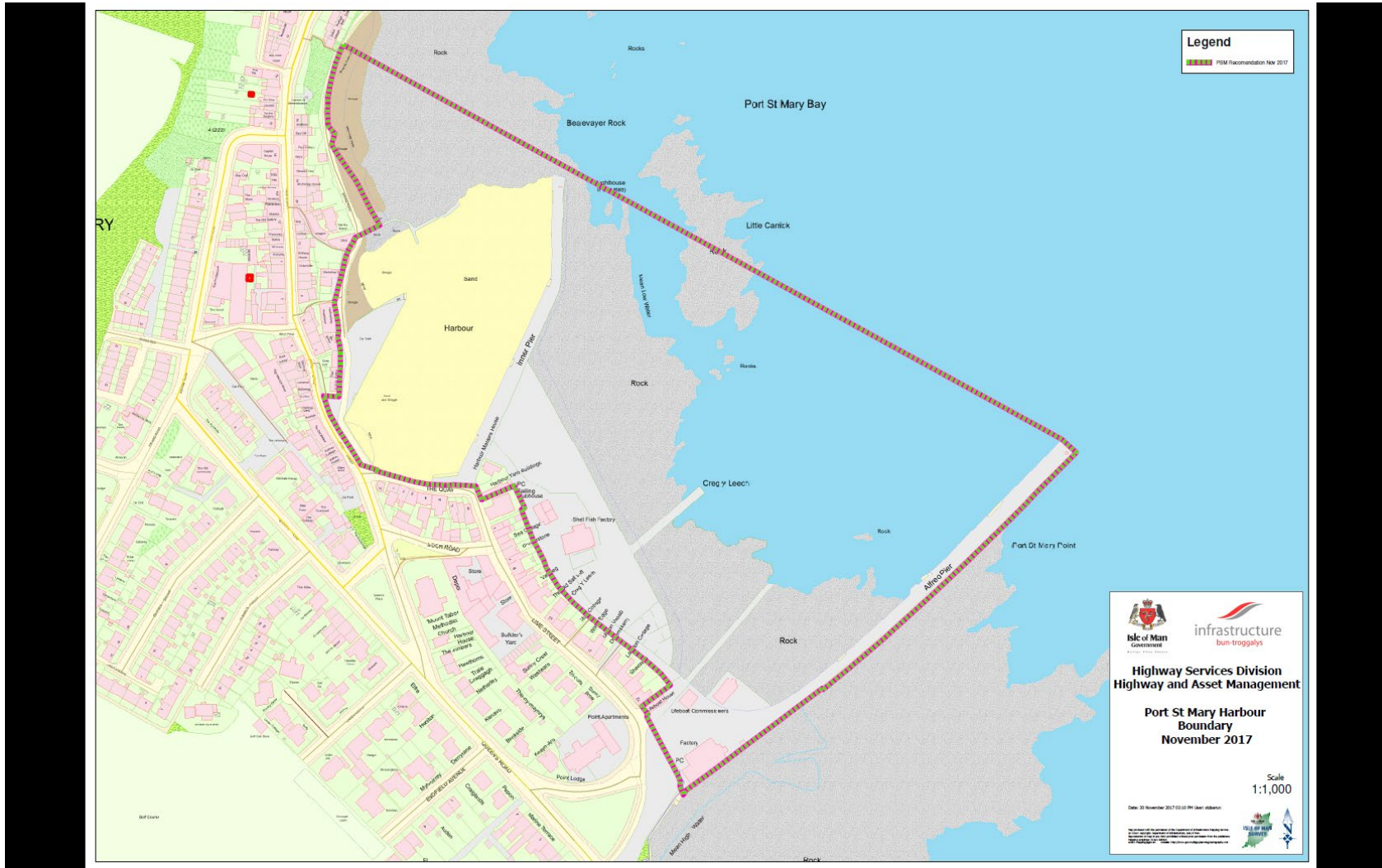
Appendix 3 – Peel harbour and marina



Appendix 4 – Castletown harbour



Appendix 5 – Port St Mary harbour



Appendix 6 – Port Erin harbour



Appendix 8 – Derbyhaven harbour

