GENERAL INDUCTION

FOR TRUCK DRIVERS

With the primary aim of ensuring protection, workplace safety, and efficient service at the Eurogate Terminal, we have prepared this **GENERAL TRAINING GUIDE FOR TRUCK DRIVERS**. Please read it carefully to familiarize yourself with the Terminal's operations and the procedures you must follow when receiving service there.

ATTENTION

Any violation of the Terminal's regulations may result in a temporary or permanent entry ban.

SECURITY

- All truck drivers must hold and present a valid Entry Pass (issued by the Cyprus Ports Authority) at the ISPS Gate.

- A national identity card or another official identification document must be presented upon request.

- The entire Limassol Container Terminal is subject to the provisions of the ISPS Code. These provisions include searches of vehicles and personnel, and any applicable restrictions may change from time to time.

- Photography and video recording are prohibited, as are carrying weapons and hazardous substances.



- The Terminal is monitored by closed-circuit television (CCTV).



SAFETY

- The speed limit is 30 km/h.



- Overtaking is prohibited.



- Walking is permitted only inside Warehouse 4 and between the Eurogate shuttle bus and the quay.



- Daytime running lights must always be switched on during severe weather conditions.



- Within the Terminal, you must wear a high-visibility safety vest whenever you are outside your vehicle.



- Smoking and open flames are prohibited within the Terminal.



- Designated smoking areas are marked on the map with the following symbol.



- The national Highway Code applies within the Terminal. Accordingly, all trucks and trailers must have a valid MOT certificate.

- Parking is permitted only in the designated spaces within the Transfer Areas or in other designated and clearly marked locations.



REQUIRED DOCUMENTS

To enter and receive service at the Terminal, the following documents are required:

Valid Entry Pass

Cargo Collection Documents

1. Release reference for import containers.
2. Release reference for empty containers.

Cargo Delivery Documents

1.Booking number for exports.

2.Liner code for empty containers.

3.Additional information, e.g. special permits.

ADDITIONAL DOCUMENTS

The driver may be required to present the following documents at any time:

- Valid “A” licence
- Motor vehicle insurance certificate
- Vehicle roadworthiness certificate (MOT)
- Driving licence
- Vehicle registration certificate
- Driver ADR certificate (where applicable)
- Vehicle ADR certificate (where applicable)

Failure to present any of the above documents may result in refusal of service and possible delays.

PROCEDURES

ENTRY INTO THE TERMINAL

1. The truck enters the Terminal through the ISPS Gate (Lady's Mile) and proceeds along the Truck Road to the Container In-Gate.

2. There are five Transfer Areas (TAs) where loading and unloading operations take place.

3. The Transfer Area (TA) number is provided at the Container In-Gate. A number of waiting bays are available in each TA. The truck must proceed to the TA number assigned at the In-Gate.

- The procedure is the same for TA1 and TA2. These areas handle empty and loaded containers using straddle carriers.
- The procedure differs for TA3, TA4, and TA5. TA3 and TA4 handle containers using empty container handlers only.
- TA5 handles oversized and overweight containers.

EXITING THE TERMINAL

- The truck exits through the Container Out-Gate, where the driver receives an Interchange Receipt, and then proceeds to exit through the ISPS Gate (Lady's Mile).

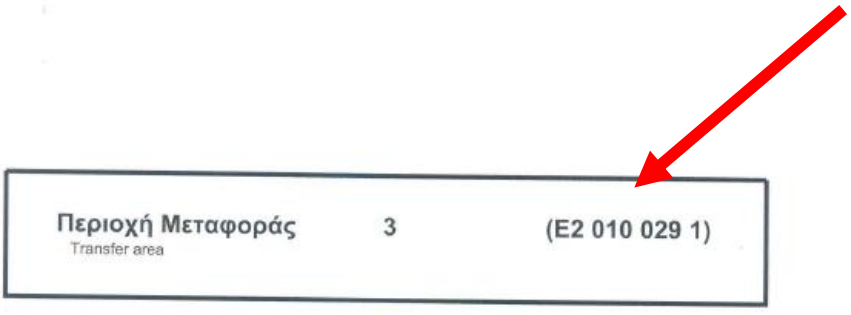
Example – Interchange Documents

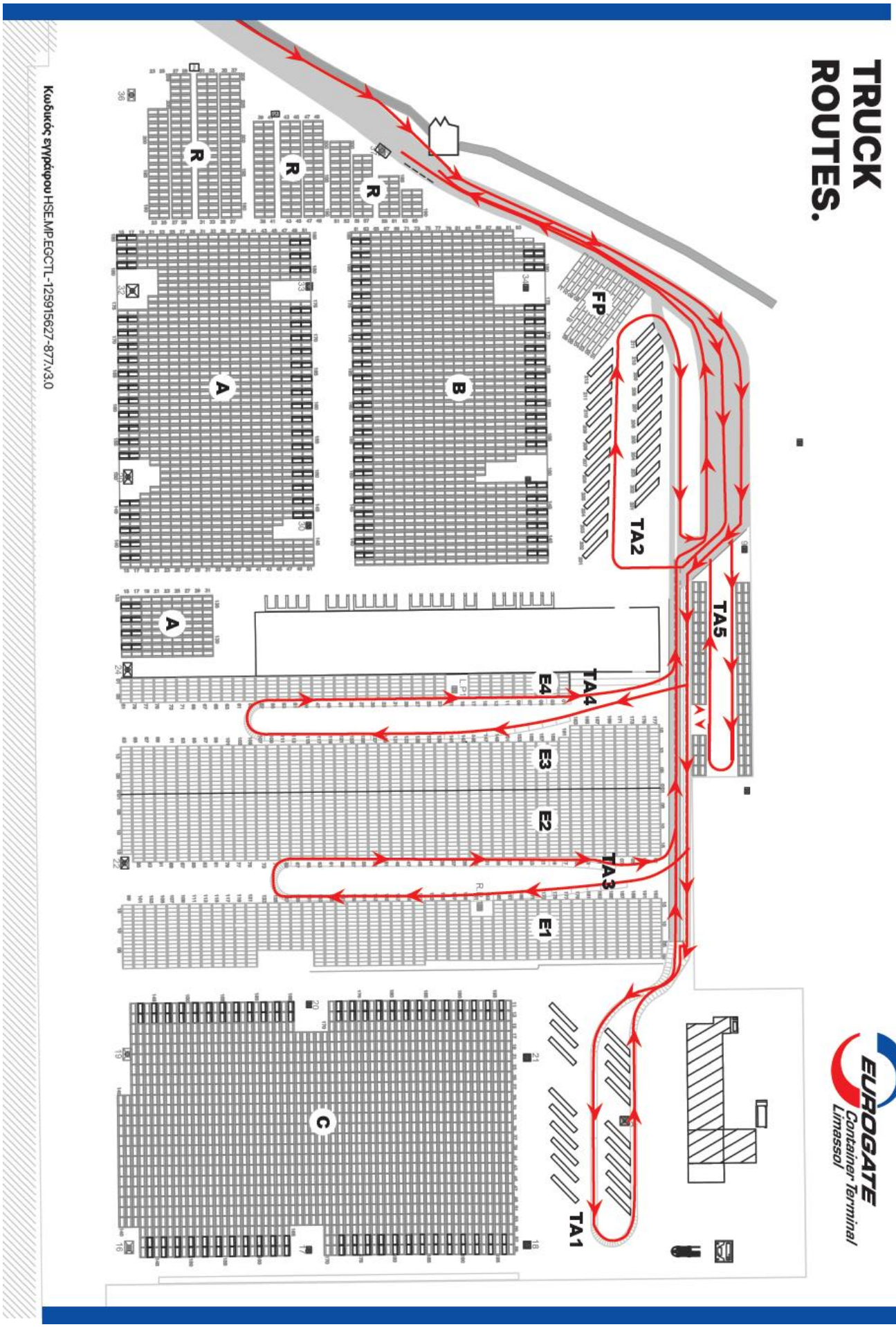
Διαβιβαστικό έγγραφο
Routing Ticket

EUROGATE Container Terminal Limassol

IN - EMPTY

Κοντέινερ: Container	MCLU3052843
Ημερομηνία και ώρα: Timestamp	20/03/2025 10:05
Κωδικός ISO του κοντέινερ: Container ISO Code	22G1 (20/86/DC)
Ναυτηλιακή Εταιρεία: Shipping company	[redacted]
Κάρτα αναγνώρισης οδηγού: Trucker card	[redacted]
Πινακίδες Κυκλοφορίας: License plate	[redacted]
Μεταφορική Εταιρεία: Trucking company	[redacted]
Επικίνδυνο Εμπόρευμα: Hazardous	Όχι NO




TRUCK ROUTES.
Κωδικός εγγράφου HSE.MP.EGCTL-125915627-877.v3.0
R
R
R
A
B
FP
TA2
TA5
A
E4
TA4
E3
E2
TA3
E1
C
TA1
EUROGATE Container Terminal Limassol

Χάρτης Τερματικού και διακίνησης-Terminal map and allowed routes

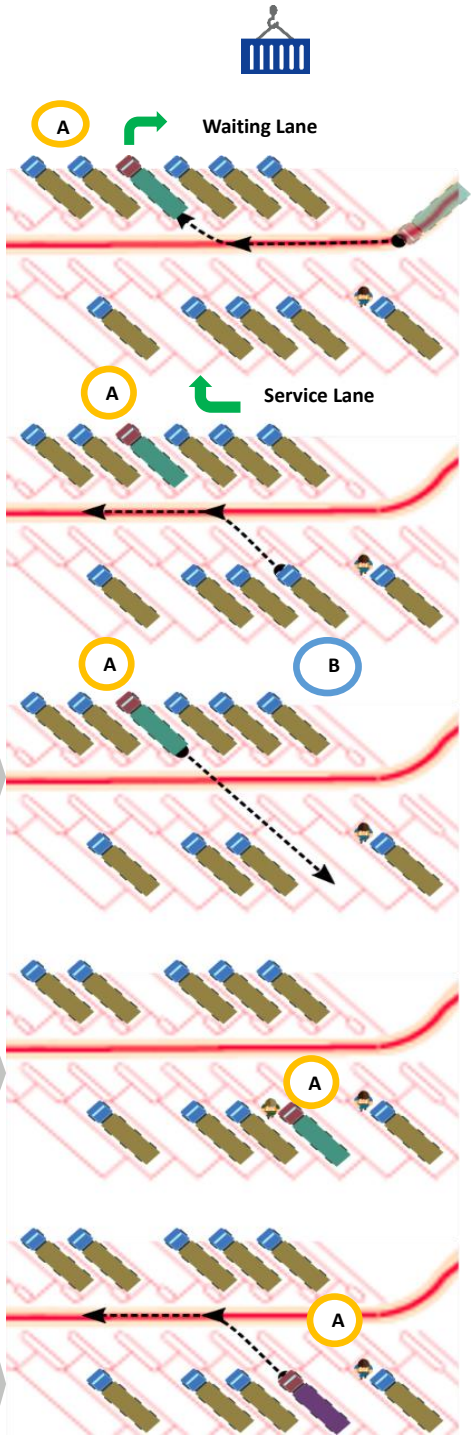


ΧΑΡΤΗΣ ΕΚΚΕΝΩΣΗΣ-EVACUATION MAP



SERVICE IN THE TRANSFER AREAS (TA1 AND TA2)

TA1 & TA2 STRADDLE CARRIERS



1 Truck A enters the waiting lane. **For your own safety, please unlock the container while in the waiting lane.**

2 Truck B exits the service lane.

3 Truck A enters the service lane.
For your own safety, exit your truck. You must wear a high-visibility safety vest and stand beside the truck cab on the passenger side while being served.

4 Truck A is served in the lane once the driver is standing beside the vehicle on the passenger side.
Do not enter the truck while the straddle carrier is positioned above it!

5 **For your own safety, please lock the container only after the straddle carrier has moved completely clear of the truck and trailer.**
Truck A exits the service lane once service has been completed.

SERVICE IN THE TRANSFER AREAS (TA3 AND TA4)

TA3 και 4— Empty Container Handler



1 The driver arrives at TA3 and parks near the stacking lane indicated on the Routing Ticket.



2 ⚠ **The driver must stand outside the driver's door.**
For your own safety, exit your truck. You must wear a high-visibility safety vest and stand beside the truck cab on the driver's side while being served.
Do not enter the truck while the empty container handler is positioned above it!



3 The truck exits TA3 once service has been completed.



GENERAL INSTRUCTIONS FOR ALL TRANSFER AREAS

– Your safety is our priority. Loading and unloading operations in the Transfer Areas may proceed only when the driver is standing outside the vehicle at the designated point beside the driver's door and wearing a high-visibility safety vest. The driver is responsible for ensuring that no one remains inside the vehicle or moves around the truck while machinery is positioned above it during loading or unloading.

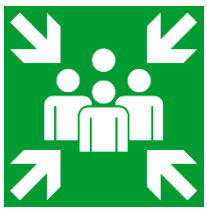
– The driver is responsible for ensuring that the container is unlocked before unloading and locked after loading. Any damage resulting from the unsafe handling of twist locks or failure to use the designated locking and unlocking area shall be the sole responsibility of the driver.

ΕΚΤΑΚΤΑ ΠΕΡΙΣΤΑΤΙΚΑ

– In the event of any problems within the Terminal, personnel may call the emergency number for assistance:

00357 25 858 899

– In the event of an emergency, instructions may be given to **evacuate**. Personnel must proceed to the nearest assembly point, indicated on the Terminal map by the following symbol:



-In the event of an evacuation, proceed on foot to the assembly points calmly and safely.

UNDERSTANDING AND ACCEPTANCE OF THE REGULATIONS

– To enter the Terminal safely, you must submit a signed Acknowledgement Form to Eurogate, confirming that you have read and understood this document.

– Any violation of these regulations may result in the immediate revocation of access privileges to the Eurogate Limassol Container Terminal.

ΑΠΟΔΟΧΗ ΚΑΝΟΝΙΣΜΩΝ ΛΕΙΤΟΥΡΓΙΑΣ ΤΕΡΜΑΤΙΚΟΥ

Το παρόν έγγραφο απαιτείται για την αποδοχή των κανονισμών λειτουργίας του Τερματικού.

Όνομα Εταιρίας / Οργανισμού:_____ **Ημερομηνία:** ___/ ___/ ___

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	Ονοματεπώνυμο	**Α.Δ.Τ.**	**Κινητό τηλέφωνο**	**Υπογραφή**
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Σφραγίδα εταιρείας:_____

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