

Revision 3

Security & Safety Guidelines



Port Freeport
Protective Services
801 Navigation Blvd.
Freeport, Texas 77515

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1. PURPOSE

The purpose for these guidelines is to provide security and safety guidance to those persons seeking access to Port Freeport. These guidelines are subject to change due to federal/state regulatory changes, Port Freeport tariff and security/safety procedural requirements.

2. AUTHORIZATION

The requirements of this guideline are authorized under:

- Port Freeport Tariff Item 385 - Port Security Measures
- Port Freeport Tariff Item 345 – Safety
- Port Freeport Facility Security Plan (FSP).

At no time will these guidelines take precedent over regulatory, tariff, or the Port Freeport Security Plan requirements.

3. COMPLIANCE

The Port may implement and enforce security and safety measures, procedures, policies and regulations, and furnish and maintain such services and devices for the protection of persons and property on or about the channels, waterways, docks, slips and other facilities and improvements owned, operated or controlled by the Port as the Port deems reasonably necessary, including specifically, and without limitation, those required by 33 CFR section 105, as amended, and other applicable federal, state and local laws and regulations regarding maritime security.

Users and its agents, employees, contractors and invitees shall comply with any and all Port Security Measures in effect or as levied from time to time by the Port. Should any of these parties cause the Port to be levied a fine due to act or omission, physically or verbally, of agents, employees, contractors or invitees, the User shall be responsible for such fine.

4. GENERAL INFORMATION

Port Freeport's objective is to provide a safe and secure environment for people, cargo, and infrastructure assets; while facilitating the productive flow of commerce into, within, and out of the Port Freeport Community.

The Port Freeport property to which access is controlled is a Maritime Transportation Security Administration (MTSA) regulated facility. The majority of Port Freeport's fenced area is classified as a "Restricted Area" under 33CFR105 and the Transportation Worker Identification Credential (TWIC) regulations, 46 USC 70105. These areas are clearly marked with "Restricted Area" signage. The other fenced areas which are not classified as a "Restricted Area" are considered to be secure. Even though these secure areas do not require a TWIC identification to access the area, a visitor must have a valid reason to access the secure area and must follow all Port Freeport tariff requirements.

Port Freeport (referred to as 'Port' within this document) is required to adhere to 33CFR and the TWIC regulatory applicable parts. Port security cooperates with the USCG to ensure these regulations are followed. The United States Coast Guard is charged with legal enforcement of these regulations. Many other federal agencies have authority to

enforce specific Federal regulations within the Port. The Freeport Police Department, Brazoria County Sheriff's Department, and Texas Department of Public Safety officers enforce local, state and some federal laws within the Port and have arrest authority.

Port Freeport is certified as a Customs-Trade Partner against Terrorism (C-TPAT) facility. Port Freeport security has self-imposed security requirements that are enforced as part of C-TPAT.

Additionally, the Port operates Foreign-Trade Zone 149. Security within and around these areas are enforced by Port Security.

5. MARITIME SECURITY LEVELS

Port Freeport operates under the USCG designated Maritime Security Levels. Normal operations under Maritime Security (MarSec) Level 1 are included in this guideline. Higher security measures are required if the Maritime Security Level is raised to Level 2 or Level 3. Under these circumstances, Port Security will enforce requirements of the Facility Security Plan for these levels.

6. WATER-SIDE SECURITY ZONES

The Port Freeport security zone includes the harbor area adjacent to the public docks. Intrusions into the security zones are reported by Port Security to the United States Coast Guard (USCG). Only authorized water traffic is allowed in the security zones. For a link to current security zones go to the following USCG link:

http://www.uscg.mil/vtshouston/docs/SECZONEfreeport8_5x14.pdf

7. ACCESSING THE PORT

7.1. Authorized Port Entry

Persons with legitimate business may be granted access into the restricted and secure areas of the Port. Individuals approved to work within the Port must be authorized to work in the United States of America. Persons entering a restricted area shall possess a Transportation Worker Identification Credential (TWIC). Non-TWIC personnel may be escorted under certain conditions. Escort arrangements must be made by the authorizing individual and cleared with Port Security.

Individuals requesting access to Port Freeport must present valid government issued photo identification. These include, but are not limited to:

- State issued photo driver's licenses
- State issued photo identification cards
- Transportation Worker Identification Credential (TWIC) Passport w/photo
- Visa w/photo
- School issued identification is acceptable for minors to enter the Port as visitors, but will not be accepted for access badge issuance
- Others as identified in the Code of Federal Regulations, Title 33 part 101, TWIC/Personal Identification.
- Laminated or otherwise tamper proof photo identification which:
 - Contains a photo that accurately depicts the individual's current facial appearance, and
 - Includes the individual's first name, last name, and
 - Is issued by the individual's employer, union or trade association, and

- Bears the name of the issuing company or authority.

Port Freeport at its sole discretion, reserves the right to refuse entry/access to any individual for any reason. The Port reserves the right to ask any individual to immediately leave Port property. Immediate denial of Port access or expulsion from Port property can occur for, but not limited to any of the following:

- Possession of alcohol, drugs, firearms, illegal weapons, or illegal contraband
- Appearance and behavior associated with being under the influence of any substance and not attributed to a medical condition
- Verbal or physical altercation
- Workplace violence
- Willful destruction of Port Freeport or tenant property
- Failure to abide by security tariff requirements, instructions or guidelines
- Failure to abide by safety tariff requirements, instructions or guidelines
- Traffic safety violations

Access denial may be a few days to indefinite as determined by Port management.

7.2. Port Badges

Individuals accessing the Port on a regular basis should obtain a Port Freeport identification card. Individuals must have a purpose of business within the Port prior to obtaining a Port Freeport identification card. Port Freeport identification cards are granted at the sole discretion of Port Freeport for a period determined by Port Freeport. The Port reserves the right to suspend or revoke a Port Freeport identification card at any time.

Port issued photo identification badges are required for daily access into the Port under the 5-30 Rule, which requires visitors to receive a permanent Port badge if they request entry into the Port more than five (5) days in a 30-day period of time. This helps reduce traffic congestion at the points of entry. Individuals that regularly access the Port, but less than five (5) days a month, have the option to receive a permanent Port badge, which will allow them faster access times. For example, with a Port badge, your gate access time is on average 5 seconds, whereas without a badge, your gate access time is on average 1.5 to 2 minutes.

Port Freeport identification cards can be obtained at Port Freeport's Emergency Operation Center (EOC) located at 801 Navigation Blvd, Freeport, TX, 77541. To obtain a Port Freeport identification card, a person must have the following:

- A Badge Authorization Form from the requesting tenant/company
- A signed Security Agreement form
- A valid government issued photo ID
 - If driving, the photo ID must be a valid driver's license
- If driving into the Port, valid proof of vehicle insurance along with vehicle description including make, model, color, and license plate number.

For individuals without a Port Freeport identification card, daily visitor badges will be available at the entry gates for persons who require daily access to the facilities for legitimate purposes as determined by Port Freeport or Tenants. The daily visitor badges must be returned upon the visitor's exit.

The fee for a Port Freeport identification card is \$25.00 with a \$15.00 renewal charge every 5-years. The replacement of a Port Freeport identification card is \$50.00. If the Port Freeport identification card quits functioning for reasons other than abuse, the Port Freeport identification card will be replaced at no charge. If the Port Freeport identification card is stolen, replacement fee will be waived with the presentation of a police department case number. Tenant direct hire employees are not required to pay for the initial badge. These prices may be adjusted at the Port's discretion.

Each company within the Port shall notify Port Security when an employee terminates employment with their firm. The company shall make every effort to retrieve the employee's Port Freeport identification card and return it to security.

The non-holiday business hours of the EOC are Monday through Friday from 07:30 AM to 04:30 PM (closed for lunch from 12:00 PM to 1:00 PM). The contact number for the EOC is 979-373-5943 and the email address is badgecenter@portfreeport.com.

7.3. Visitors

When entering a Port gate complex or visiting any Port facility, visitors without a Port Freeport identification card will be required to sign in at the applicable point of entry. When signing in at a gate or the EOC, all visitors must possess a valid government issued photo identification as described in [Section 7.1](#) when signing in:

For groups larger than five (5) who are visiting the Restricted Area of the Port, email the EOC at badgecenter@portfreeport.com with the following information for each visitor:

- Full Name of the Tenant or Port Representative
- Visitor's Full name
- Photo ID Number (must match the photo ID that the visitors will have in their possession when signing in)
- TWIC ID Number (if applicable)
- Visitor's Company Name
- Visitor's Phone Number

Visitors requiring a TWIC escort will be asked to wait outside the Restricted Area until their escort arrives. If needed, these visitors may wait at the EOC located at 801 Navigation Blvd, Freeport, TX, 77541. It is the responsibility of the person authorizing entry to ensure non-TWIC persons entering the Port Restricted Area are properly escorted. Port Freeport will verify the assigned escort is a trained and authorized escort.

Verbal or phone authority will be accepted only under extreme circumstances and approval must be given by the Security Sergeant or above.

8. TRANSPORTATION WORKER IDENTIFICATION CREDENTIAL (TWIC)

8.1. General TWIC Requirements

Employees working within Port Freeport are required to possess a valid TWIC. For guidance regarding new employees or lost TWICs contact the EOC or visit:

www.tsa.gov/for-industry/twic

Non-TWIC persons requesting access to Port Freeport on a temporary basis (Over the Road Truck drivers, Service Vendors, etc.), may be escorted.

Persons with TWICs and assigned as full time TWIC escorts, who completed the escort training may perform escort duties. Non-TWIC holders requiring access to the Port must be escorted by an approved TWIC holder. The escort ratios during MarSec Level 1 are one TWIC holder for every five non-TWIC holders (1:5) or stricter. The Port Freeport Facility Security Officer (FSO) may suspend escort activities or change the escort ratios as needed. Vehicle escorts are limited to a one to three ratio (1:3) for personal vehicles or one to two ratio (1:2) for commercial trucks.

The Facility Security Officer (FSO) or individual Tenants may impose more restrictive escorting ratios, but never exceed the maximum approved ratios.

8.2. TWIC Escort Process

Prior to entering a restricted or secure area, approved escorts shall check-in with security at the facility's access control point (i.e. gate or checkpoint). Security shall confirm that the approved escort possesses a current and valid Port Freeport identification card, Port Freeport TWIC Escort credentials, and TWIC identification card. The approved escort and the non-TWIC holders being escorted shall sign-out at the Facility Security Station upon their departure.

At the discretion of Port Freeport, Protective Services may review the credentials and identification cards listed above at any time within a restricted or secured area. Additionally, both the approved escort and the non-TWIC holders being escorted may have their vehicle screened at any time within a restricted or secured area.

Approved escorts may escort a maximum of:

- Five (5) stationary non-TWIC holders
- Two (2) non-TWIC holders in motion

For stationary non-TWIC holders, the approved escort shall stay within physical proximity of the non-TWIC holders that they are escorting. The non-TWIC holder shall stay within visual sight of the approved escort at all times.

Approved Escorts must possess a working cellular telephone while engaged in escorting duties in Restricted Areas and must immediately report loss of side-by-side contact with escorted individuals, or any suspicious activity engaged in by such escorted individuals, to the Port Freeport Gate 8 operations (979) 233-3565.

The approved escort shall not be relieved of custody or responsibility for escorted persons until the approved escort, and each of the non-TWIC holders being escorted by the Approved Escort have checked-out at the facility's access control point or been transferred to another approved escort. If transferred to another approved escort, there shall be physical evidence of this confirmation (ex. log, record, etc).

8.3. Port Freeport TWIC Escort Services

Users may choose any licensed TWIC escort service. If using TWIC escorts services by Port Freeport, the user company must give a 24 hour written notice to Port Freeport Security stating an escort(s) is required. The written notice shall include the full name of the person(s) being escorted and the start time of the escort, +/- 1:00 hour. An escort may be cancelled with at least a 12 hour written notice. User will be charged at the rate of \$80.00 per hour (\$120.00 per hour overtime rate), with a four hour minimum. The user company will be notified if port Security can provide the requested escort.

8.4. TWIC Escort Requirements for Individuals

Possessing a TWIC does not grant automatic access to Port Freeport's restricted area facilities. There must be a reason to be on property, and approval for access is required. U.S. Coast Guard regulations allow for certain non-TWIC holders to be escorted in restricted and secure areas as long as they have a reason to be on the property and are approved for access.

At Port Freeport, a Port Freeport Escort Credential is required in order to perform escort duties. An escort card may be issued according to current port procedures, which includes both the sponsoring company and Port Freeport approval along with the successful completion of the Port Freeport TWIC Escort training program. There is no charge for the training program if attended on a regularly scheduled day, but there is a fee for the Port Freeport Escort Credential. Reference Port Freeport Tariff Item 390 for fee amounts.

TWIC escorting privileges are granted at the sole discretion of Port Freeport for a period determined by Port Freeport. Additionally, Port Freeport reserves the right to deny granting escorting privileges or to suspend, revoke or deny renewal of escorting privileges previously granted to an individual, for any such reason as Port Freeport deems necessary.

8.5. Sponsorship for a TWIC Escort Company

TWIC escorts companies shall have a sponsor to operate within Port Freeport. Additionally, TWIC escorts companies shall complete an application for their TWIC Escort License. The TWIC Escort sponsor and license application forms may be obtained from the Port Freeport Emergency Operation Center.

There is no fee for sponsoring a contract TWIC escort company.

TWIC escorts companies shall pay an annual license and application fee to provide TWIC escorting services on Port Freeport property. The TWIC Escort Company License and application fee is \$300.00 initially with a \$100.00 renewal fee annually. Port Freeport reserves the right to deny granting TWIC Escort License and privileges or to suspend, revoke or deny renewal of such escorting licenses and privileges previously granted to a company, for any such reason as Port Freeport deems necessary including, but not limited to the actions listed within the previous section of the Tariff.

New TWIC Escort License applications and renewals shall be presented to Port Freeport's Board of Commissioners for approval. If the license application does not get approved, 50% of the license and application fee will be refunded.

A TWIC escort company may be sponsored by multiple firms. There shall be a separate sponsor form for each sponsor, but only one application is necessary.

All individuals who provide TWIC escort services and are employed by a TWIC escort company shall complete an Individual TWIC Escort sponsor forms, which may be obtained at the Port Freeport Emergency Operation Center. These individuals shall successfully complete the Port Freeport provided TWIC Escort training program prior to being granted a Port Freeport Escort Credential.

The following Employers are eligible to sponsor a contract firm to provide TWIC Approved Escort services:

- (1) Tenants leasing land, buildings, or office space within the boundaries of the Port Freeport
- (2) Port Freeport
- (3) Steamship Agents with vessels routinely calling on the Port Freeport.

TWIC escorts companies shall not stage company equipment or escort vehicles on Port Freeport property unless:

- (1) The equipment and/or vehicles are staged on Port Freeport property leased/rented by the contract TWIC escort company. The rates for this property shall be at the going Tariff rate or an agreed upon contract rate.
- (2) The equipment and/or vehicles are staged on Port Freeport property leased/rented by the contract TWIC escort company's sponsor.

8.6. Sponsorship for an Individual TWIC Escort

All individuals not associated with a TWIC escort company that are applying for a Port Freeport Escort Credential shall have a sponsor. The Individual TWIC Escort sponsor forms may be obtained from the Port Freeport Emergency Operation Center. The User Company assumes the liability of penalties levied against Port Freeport as they relate to the failure of the respective escort to comply with escorting responsibilities mandated by applicable sections of the TWIC regulation. The following Employers are eligible to sponsor their employees for TWIC Approved Escort privileges:

- Tenants leasing land, buildings, or office space within the boundaries of the Port Freeport
- Steamship Agents with vessels routinely calling on the Port Freeport.
- Companies who provide transportation for vessel crews, agents, or tenants.
- TWIC escort contractor companies contracted by Port Freeport or its tenants, and clients to perform TWIC escort functions within the restricted areas.
- Employees of Port Freeport and its elected officials
- Port of Freeport Protective Services.
- Contractors or other invitees of the Port Freeport, its tenants, or vessels who provide necessary, on-going services to facilities or vessels.

Individuals shall successfully complete the Port Freeport provided TWIC Escort training program prior to being granted a Port Freeport Escort Credential. The TWIC Escort training course shall be provided on a regularly scheduled basis. Individuals may obtain the course schedule at Port Freeport's Emergency Operation Center. There is no fee for the regularly scheduled course. If needed, a sponsoring company may request a class on a non-regularly scheduled day. Reference Tariff Item 390(I) for fee amounts.

Individuals who are granted a Port Freeport Escort Credential shall:

- Possess and maintain a valid TWIC.
- Be sponsored by their employer as a TWIC escort within the Restricted Access areas.

- Be a direct employee of the sponsoring employer, and may not be sponsored by more than one employer.
- Complete the training requirements listed in 33 CFR 105.215, as provided by the Port Freeport's Protective Services Department.
- Must possess a working cellular telephone while engaged in Approved Escort duties.
- Possess a valid Port Freeport identification. This identification shall be on the person at all times when on Port Freeport property.
- Possess a valid Port Freeport TWIC Escort credential. This credential shall be on the person at all times when on Port Freeport property.

8.7. TWIC Escort Training

Port Freeport requires TWIC escort training for personnel assigned full time escort duties within the Port. Training is conducted free of charge on the third Tuesday of every month starting promptly at 8:00 AM. If the Tuesday falls on a holiday, the free training will be conducted on the first workday (i.e. Monday – Friday) day following the holiday. If training is needed on a different day, please contact the EOC at least 48-hours in advance to schedule TWIC Escort Training for non-regularly scheduled days. The cost for training on non-regularly scheduled days is \$50/student.

The fee for a Port Freeport TWIC Escort Credential is \$25.00 with a \$15.00 renewal charge every 5-years. The replacement of a Port Freeport TWIC Escort Credential is \$50.00. If the Port Freeport TWIC Escort Credential is stolen, replacement fee will be waived with the presentation of a police department case number. These prices may be adjusted at the Port's discretion.

9. RADIO COMMUNICATIONS

Port Freeport manages and maintains its own UHF radio communication system. The system was updated in 2015 allowing for digital radio communications. Tenants of the Port may utilize the radio infrastructure if they so choose. The tenant will be responsible for the radios and programming. For security reasons, the programming must be completed by a radio service company that is approved by Port Freeport Security.

The fees to use this radio system are:

- Dedicated Talk Group: \$200.00 annually
- Radio Usage Fee: \$8.00/radio/month

If interested in utilizing this service, contact the EOC to schedule a meeting the Port's Cyber group.

10. PORT SECURITY SERVICES

In the event that User requires additional security within Port Freeport's restricted area, User may utilize a state licensed security firm of their choice or the Port can provide these services at the tariff rate. Users may use off-duty police officers if desired. All additional security within Port Freeport's restricted area shall be approved by the Port.

In the event that User requires additional security within Port Freeport's restricted area, User shall coordinate additional security through Port Freeport's Protective Services. Non-Port Freeport security services may be used with the approval of the Port.

Additional security measures may also include patrol, which consist of land-based or water-based patrols in a specific area or around a specific vessel. Non-Port Freeport security patrol services may be used with the approval of the Port outside the restricted area.

User shall be responsible for arranging additional security at User's sole cost and expense.

Under no circumstances shall the Port be responsible for or liable to User or any other person, for losses due to theft or burglary or for vandalism of its cargo or property.

Additional security function(s) provided by the Port will be charged at the rate of:

- Unarmed Security: \$21.32 per hour for straight time; overtime hours, \$31.99 per hour (4-hours minimum)
- Armed Security: \$36.00 per hour for straight time; overtime hours, \$50.00 per hour (4-hours minimum)
- Landside Patrol (patrol area approximately once every 2 hours): \$10.00 per hour (8-hours minimum)
- Waterside Patrol (patrol area approximately once every 2 hours): \$32.00 per hour (8-hours minimum)
- Waterside Patrol (dedicated to specific area): \$400.00 per hour (8-hours minimum)

11. PORT SECURITY FEES

In order to fulfill our responsibilities for security, including but not limited to responsibilities mandated under the Maritime Transportation Security Act of 2002 and the US Coast Guard regulation 33 CFR 105, Port Freeport will assess a Port Security Fee as set forth herein. Such fee, in the amounts set forth below, shall be in addition to all other fees and charges due under this tariff:

- Vessels (including, without limitation, barges):
 - Eight and a half percent (8.50%) of total dockage assessed per port call
- Cargo:
 - Break-bulk \$0.19 per ton
 - Bulk Cargo (dry or liquid) \$0.07 per ton
 - Containers \$3.66 per loaded container
 - Vehicles \$1.25 per unit
 - Passengers \$1.25 per embarking passenger

12. PORT SAFETY

12.1. General Safety Requirements

Tenants shall comply with all safety standards and accident prevention regulations promulgated by federal, state or local authorities having jurisdiction and shall at all times conduct all operations in a manner to avoid the risk of bodily harm to any persons and the risk of damage to any property, equipment or material. Tenants shall continuously inspect all work, materials and equipment to discover and determine any conditions, which might involve such risks and shall be solely responsible for discovery,

determination and correction of any such conditions and shall continue to be responsible until all work is completed.

Tenants are responsible for actions of omission or commission by its representatives, personnel, agents, contractors and vendors and their respective employees and shall be liable and shall promptly remedy damage or loss to property as a result of such acts. Tenants shall be fully responsible for the safety and health protection of its representatives, employees, agents, contractors, vendors and their respective employees and visitors it brings on site.

Tenants shall conduct a site safety orientation for new hires and a regular periodic training meeting for employees or personnel working on or using Port Freeport's facilities. Port Freeport has the right to monitor such meetings. Further, Tenants shall provide suitable training about, but not be limited to, safe work practices, safety policies and rules, personal protective equipment requirements and hazardous materials. Contractors and vendors shall provide specialized training to personnel engaged in risky and non-routine tasks.

Tenants shall upon request provide Port Freeport with a copy of its Safety Policy and Safety Procedures Manual and shall designate an individual onsite that is responsible for the administration of its safety program and shall provide Port Freeport with the individual's identity and contact information.

All serious accidents on Port Freeport's facilities are to be reported to Port Freeport immediately upon occurrence. Port Freeport is to be provided with a written accident investigation report about all serious accidents resulting in fatality, lost time, when personnel are hospitalized as a result of a single incident or when serious equipment or property damage occurs within ten (10) days of the day of the accident.

Tenants are obligated to bind its Contractors, representatives, vendors, suppliers, agents and their respective employees to the safety provisions established by the Port.

Tenants' employees, agents, contractors and visitors are required to wear appropriate personal protective equipment per safety rules and regulations.

12.2. Personal Protective Equipment

12.2.1. Safety Vest

ANSI Class 2 or higher safety vest/apparel shall be worn at all times under the following circumstances:

- Outside a vehicle or facility within the restricted and secure areas; or
- Around moving equipment or vehicles; or
- Construction sites

Exemptions must be arranged through Harbor Safety.

Since law enforcement is susceptible to being a target, they are exempt from this requirement.

12.2.2. Head Protection

Head protection shall be worn when there is an overhead hazard, such as, but not limited to:

- Crane Operations
- Top Pick Operations
- Construction Sites
- Working under an above head operations (i.e. man lift, scaffolding, etc)

At minimum, head protection shall be in compliance with the American National Standards Institute (ANSI) Z89.1 American National Standard for Industrial Head Protection.

Port users shall be in compliance with OSHA requirements referenced under 29CFR 1910.135 and 29CFR 1910.6.

12.2.3. Foot Protection

Open toe footwear is allowed from private vehicles to offices inside the Port Freeport property. This type footwear is not acceptable outside of offices. Proper footwear must be worn for the work being performed. At a minimum, they should be leather uppers with some type of grip sole and at least a ¼" heel. Flat soles are not acceptable unless a specific work activity requires such.

12.3. Damage to Port Property

Tenants of the facilities of Port Freeport shall be held responsible for all damage to the property of Port Freeport occasioned by them, and any such damage shall be responsible for such damage billed against the user responsible for such damage at cost plus twenty percent (20%)

13. DRIVING WITHIN THE PORT

13.1. General Driving Requirements

Persons driving within the Port must possess a valid driver's license.

Persons driving into the Port must show valid proof of insurance for the vehicle they are driving. Persons failing to show proof of insurance will not be allowed to drive the vehicle into the Port. The individual and occupants of the vehicle can still enter the Port via other conveyances if they meet the access criteria for entry.

Per federal regulations, every vehicle entering or exiting the Port property is subject to search. Failing to allow a search forfeits entry or re-entry of both the vehicle and the driver.

The Port is a dynamic, high traffic area. Drivers must be aware of their surroundings at all times. Distracted driving is a major cause of accidents. For this reason, drivers shall use hand-free phones communication while driving. Additionally, texting while driving is not allowed. If a driver wants to use a hand-held cell phone or text, the driver must pull over in a safe location and place the vehicle in park before using the device.

Drivers are expected to be aware of and comply with speed limit and other traffic safety signs. At no time, shall anyone move or alter traffic signage. This type of action could result in the suspension of an individual's port access rights for a time determined by Port management. Additionally, traffic speeds are enforced on Port property utilizing radar and camera analytics.

13.2. Traffic Violations

A written warning may be issued at the discretion of the security officer for any traffic violation (ex. speeding; failure to stop; striking a fixed object). For traffic offenses that have an increased safety risk, Port Freeport may also exercise its right to revoke the offender's Port Freeport access rights for a short period of time, but for more serious offenses, Port Freeport may also exercise its right to revoke the offender's Port Freeport access rights for a longer period of time.

For repeat offenders, Port Freeport may also exercise its right to revoke the offender's Port Freeport access right up to one (1) year or longer.

Licensed law enforcement officials may issue citation(s) and may detain and/or arrest traffic offenders to the limit allowed by local, state, or federal law.

13.3. Radiation Portal Monitor

A radiation portal monitor (RPM) is a detection device that provides Customs and Border Protection (CBP) with a passive, non-intrusive means to screen trucks and other conveyances for the presence of nuclear and radiological materials. These systems are capable of detecting various types of radiation emanating from nuclear devices, dirty bombs, special nuclear materials, natural sources, and isotopes commonly used in medicine and industry.

At Port Freeport, all cargo that has been containerized which originated at a foreign location must be scanned by the RPM. Additionally, any container originating from a foreign port must be scanned by the RPM, including empty containers.

The following types of cargo is exempt from being scanned by the RPM:

- Containers containing drilling mud
- American rice
- Exported cargo
- Non-containerized cargo
- Personal vehicles
- Rock and dump trucks

All firms working with radioactive test equipment must notify CBP prior to entering or leaving the Port (979-230-9364).

CBP can be contacted at 979-230-9364 for questions.

14. PARKING

14.1. General Parking Requirements

Parking is at a premium within the Port and, like driving in the Port, is a privilege and not a right. Vehicles parking in unauthorized locations are subject to being towed. The driver/owner is responsible for any fees associated with the towing service. Port Freeport will not be liable for any damage claimed by the owner/driver of any towed vehicle.

Labor is expected to park in the designated parking spots. The majority of the Port tenants have their own designated parking areas for their labor.

No vehicle is allowed to park within 100 feet of a docked vessel. This will be further restricted during higher MarSec levels.

Parking in any area of the Port may be further restricted or prohibited during elevated Maritime Security levels.

Nighttime parking on docks is allowed for the walking foreman if the vehicles are at least 300-feet from the vessel and the vehicle is not a detriment to security, safety, or traffic movement.

14.2. Waterfront and Dock Access

Temporary or “come and go” parking on the docks is allowed for the following in performance of duties:

- Pilots
- Lineman
- Agent
- Stevedore clerks working a vessel
- Contractors performing work on a vessel, which requires the vehicle in order to perform the work. These vehicles will be thoroughly searched prior to being allowed to park next to a vessel. TWIC regulations apply.
- Gas delivery vehicles must have safety cones on the side opposite of the dock and display signs stating “No Smoking” and “Flammable” (or similar) while discharging from dock to vessel.
- Others approved by Security on an individual basis.

Only persons granted Restricted Area access and with legitimate reasons may venture onto the docks. Non-TWIC personnel must be escorted at the approved ratio. This requirement is federally mandated.

Vehicles parking on the dock is a security concern and can cause traffic congestion and blind spots. Additionally, parked vehicles on the docks can cause unnecessary challenges for emergency vehicles and slow down their response times. For these reasons, parking on the docks is only allowed for individuals who have a legitimate reason for parking near a vessel.

Vehicles on the dock must have a Dockside Parking Pass, which is \$100.00 per year or \$5.00 per day. Port Tenants will receive Dockside Parking Passes at no charge by registering their vehicle at the EOC.

14.3. Parking Violations

A written warning may be issued at the discretion of the security officer for any parking violation. For offenses with an increased risk to safety and/or security (ex. blocking traffic; illegal parking on the dock), vehicles may be towed at the owner’s expense.

For repeat offenders, Port Freeport may also exercise its right to revoke the offender’s Port Freeport access right up to one (1) year.

Licensed law enforcement officials may issue citation(s) and may detain and/or arrest parking offenders to the limit allowed by local, state, or federal law.

15. REPORTING EMERGENCIES

To report an emergency, please do the following:

- Dial 911 for ambulance or fire departments; then
- Call Port Security at 979-233-3565 so security can facilitate emergency vehicle access into the Port, and
- Notify the tenant safety representative.

16. EMERGENCY ACTIONS

16.1. General Emergency Action Information

Emergency evacuations of tenant facilities are determined by the tenant or the on-scene Incident Commander. Each tenant will follow their own emergency plan. Should an emergency evacuation of the Port be called by the Incident Commander, security egress shall be accomplished through Gate 4, Gate 8 or Gate 14.

A Community Awareness & Emergency Response siren (CAER) is located on Pete Schaff Blvd in Port Freeport. It is tested every Monday at noon. To learn more about CAER, please visit the CAER web site (www.industrialcaer.com/home).

16.2. CAER Emergency Horn Signals

CAER instructions can be heard on your vehicle radio at 1610 AM or by calling 979-238-2237. Should the horn sound outside the normal test time, Port and CAER officials will be in contact and issue further instructions. Normally, shelter in place suffices. To shelter in place, please do the following:

- Stay inside or enter your 'shelter in place' location Turn off the AC or heater
- Seal obvious cracks or openings
- If in a vehicle, turn off the AC and engine.

Tenants shall identify shelter in place locations for their employees and visitors.

If you are unsure about the shelter in place locations, the following locations can be utilized as long as they are not located within the area of concern:

- Port Operations Office
- Maintenance Foreman's office
- Maintenance Shop Offices
- Gate 8
- EOC
- Clerk's Offices
- Transit Shed Bathrooms

17. QUESTIONS

If you have questions concerning this document, please contact Port Security at the EOC:

- Phone: 979-373-5943
- Email: badgecenter@portfreeport.com

If you have questions for Customs and Border Protection, you can call 979-230-9364.