

Welcome to the Port of Koper!

The Port area, operated by Luka Koper - a public limited company - has the status of a Free Zone, thus special regulations apply. Many activities take place in the Port zone. In order to ensure safe and non-congested operation, we kindly ask that you follow the instructions provided below.

GENERAL INSTRUCTIONS FOR THE PORT AREA

Entrance to the Port Area

Entrance to the Port area requires a valid pass. Passes are issued by the Port Department Security on the basis of a written request.

Truck drivers

Roadway toll must be paid for each truck entering the Port area; all requisite documentation (loading or unloading order and disposition) must be completed for all vehicles. During the settlement of documentation, drivers should park their vehicles at the truck terminal, which is located in front of the Port entrance; the parking fee, for time spent at the terminal, as well as roadway toll for driving into the Port area, should also be paid at this point. The only exception to this rule is for livestock trucks, which pay the roadway toll, as well as the fee for cleaning, washing and disinfection of the truck at the entrance to the Port, directly prior to entry. Loaded trucks take the **right** carriageway in front of the Port entrance. Empty trucks the **left** carriageway in front of the entrance.

Traffic in the Port area

Security within the Port of Koper is the responsibility of Luka Koper Port Department Security, which is also responsible for traffic control inside the Port area. Drivers are obliged to comply with general traffic regulations, and in addition follow the special traffic signs as well as any additional instructions provided by Security Department personnel. Trucks and other vehicles in the Port area are only allowed on the marked routes. **Driving or halting vehicles within the operating areas or service access ways is prohibited. Parking of vehicles is only permitted at the especially indicated areas, and only for the specific purposes determined.** Any vehicle, parked contrary to regulations will be removed from the Port area at the owner's cost. Drivers should attend their vehicles during loading and unloading. Trucks **should immediately leave** the Port area following the completion of loading or unloading. Vehicles should not obstruct the main traffic routes. Access should be ensured to all areas at all times.

SAFETY AND HEALTH AT WORK

Everyone entering the port area must familiarize with potential dangers inside these areas and perform measures for safe work, including the use of personal protective gear.



Mandatory use of high visibility clothing in entire port area.



Mandatory use of helmet on working sites.



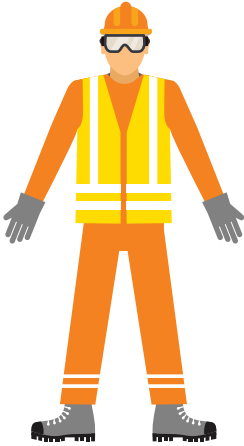
Mandatory use of protective gloves on working sites.



Mandatory use of protective clothing on working sites.



Mandatory use of shoes with toe protection on working sites.



GENERAL WARNINGS, PROHIBITIONS, RESTRICTIONS

	Maximum speed 40 km per hour on the main roads.		Maximum speed 15 km per hour on secondary roads.		Warning – railway line.
	Walking inside the port area is prohibited. It is allowed to walk only from the main gate to the administration building of the General cargo terminal using the marked pedestrian areas.		Use of phones and multimedia devices is not allowed when driving cars/machinery and on operations areas.		Not allowed in the port: firearms and explosives, alcohol and narcotics.
	Smoking is only permitted in the especially designated areas.		Environmental protection measures in force. Mandatory disposal of waste in the containers indicated.		Maximum allowed speed near work machinery 5km/h.
	Minimal safety distance at speed 15 km / h.		Taking photographs, as well as filming or video recording is only allowed by special permission, issued on the basis of a written request to the Port Security Service. Pictures or footage of goods in transit may only be taken with the expressed consent of the owner of those goods.		
	Mandatory use of safety belt.		Parking outside the marked parking areas is strictly prohibited.		Parking against the customs fence is strictly prohibited.
	Crossing thru the path of moving crane is prohibited.		Access to machinery is allowed only for authorized personel.		Parking in the proximity of railway tracks is strictly prohibited (i.e. within a distance < 2 m).
	Parking on the marked routes, tracks or in places reserved for service vehicles and machinery is strictly prohibited.		Precedence of cranes over other vehicles.		Walking and driving under suspended loads is not allowed.
	WARNING! Coastline.		WARNING! Fall from the height hazard.		WARNING! Slipping, tripping and fall hazard.
	WARNING! Heavy machinery operations.				WARNING! Rail mounted machinery.
	WARNING! Person crush hazard.		WARNING! Limb crush hazard.		WARNING! Risk of heavy loads slipping or falling.

USEFUL INFORMATION

The entrance to the port is open 24 hours a day. The container terminal operates 24/7. When the general restriction of freight traffic in Slovenia is valid, entry to the terminal is only possible with the prior announcement.

**Truck terminal** operates 24 hours per day. The follwoing services are available at the terminal: telephone, toilets with showers, cabins and lounge with hot and cold beverage vending machines.



**Info points** for documentation settlement are marked on the map with symbol.



**Restaurant** is open 24/7 (except between 03-04 AM).

IMPORTANT NUMBERS

0-24 hours information:

+386 5 66 56 910

Fire, accident at work, traffic accident, ecological accident:

+386 5 66 56 950

Accidents, spillages or fires must be reported immediately!

In case of non compliance with the rules, the offender will not be allowed to enter the port area or will be removed from the work site or the port area.