

## Dobrodošli v koprskem pristanišču!

Območje pristanišča upravlja delniška družba Luka Koper. Območje pristanišča ima status carinske cone, zato v njem veljajo posebni predpisi. V pristanišču potekajo številne dejavnosti. Da bi se promet v njem odvijal čim bolj tekoče in varno, vas prosimo, da upoštevate naslednja navodila:

### SPOLOŠNA NAVODILA NA OBMOČJU PRISTANIŠČA

#### Vstop na območje pristanišča

Za vstop na območje pristanišča je potrebna veljavna dovolilnica, ki jo na podlagi pisne zahteve izda Področje pristaniške varnosti.

#### Avtoprevozniki

Za vstop na območje pristanišča je potrebno za vsak tovornjak plačati cestnino in urediti potrebov dokumentacijo (nalog za nakladanje oziroma razkladanje in dispozicija). V času med urejanjem dokumentacije vozniki parkirajo tovornjake na kamionskem terminalu, ki se nahaja pred vhodom v pristanišče. Tam plačajo parkirino za čas zadrževanja na terminalu in tudi cestnino za vožnjo v območju pristanišča. Izjema velja za tovornjake z živilom, ki račun za cestnino, čiščenje, pranje in dezinfekcijo vozila poravnajo na vhodu v pristanišče neposredno pred vstopom. Pred vhodom v pristanišče se polni tovornjaki postavijo na **desni vozni pas**. Prazni tovornjaki se pred vhodom postavijo na **levi vozni pas**.

#### Promet v območju pristanišča

Za varnost v koprskem pristanišču je zadolženo Področje pristaniške varnosti Luke Koper, ki skrbi tudi za urejanje prometa. Vozniki so se dolžni ravnati po splošnih prometnih predpisih ter upoštevati tudi posebno prometno signalizacijo in navodila delavcev Področja pristaniške varnosti. Na območju pristanišča je dovoljen promet le po označenih transportnih poteh. **Prepovedana sta vožnja in zadrževanje vozil na delovnih površinah in dostopnih poteh. Parkiranje vozil je dovoljeno le na za to določenih in označenih mestih.** Vozilo, ki je parkirano v nasprotju s pravili, se z območja pristanišča odstrani na stroške lastnika. V času nakladanja voznik ne sme zapuščati območja nakladanja. Po opravljenem nakladanju / razkladanju mora tovornjak **nemudoma zapustiti območje pristanišča**. Vselej je potrebno zagotavljati prehodnost glavnih transportnih poti.

### ZAGOTVLJANJE VARNOSTI IN ZDRAVJA PRI DELU

Pred vstopom na območje pristanišča se je dolžan vsakdo seznaniti z nevarnostmi, ki se pojavljajo na tem območju ter upoštevati in izvajati ukrepe za varno delo, vključno z uporabo osebne varovalne opreme.



**Obvezna uporaba** odsevnega jopiča na celotnem območju pristanišča.



**Obvezna uporaba v delovnih procesih:** zaščitna čelada.



**Uporaba v delovnih procesih:** varovalna oblačila.



### SPOLOŠNA OPOZORILA, PREPOVEDI, OMEJITVE

	Največja dovoljena hitrost 40 km/uro na glavnih vpadnicih.		Največja dovoljena hitrost na stranskih cestah je 15 km/uro.		Pozor železniški tiri.
	Na celotnem območju pristanišča je peščenje prepovedano. Omogočen je le dostop do garderober in upravne stavbe PC Generalni tovori, ki je z glavnim vhodom povezan z označeno in varno peš potjo.		Uporaba telefona in multimedijskih naprav ni dovoljena med vožnjo in/ali upravljanjem strojev ter na deloviščih ob neposredni nevarnosti.		V pristanišču ni dovoljen vnos: orožja in eksploziva, alkoholnih pijač in drog.
	Kajenje dovoljeno samo na označenih območjih.		Varuj okolje. Obvezno odlaganje odpadkov v namenske zabojnike.		Maksimalna dovoljena hitrost v neposredni bližini izvajanja manipulacij.
	Minimalna varnostna razdalja pri hitrosti 15 km/h.		Fotografiranje in filmsko ali video snemanje je dovoljeno le s posebnim dovoljenjem, ki ga na podlagi pisne prošnje stranke izda področje varovanja. Če je v posnetke vključeno tudi blago v pretvoru, je potrebno tudi soglasje lastnika tega blaga.		
	Uporaba varnostnega pasu.		Prepovedano parkiranje izven označenih parkirnih površin.		Prepovedano parkiranje ob carinskih ograjih.
	Prepovedano prečkanje poti gibajočega dvigala.		Prepovedan dostop na stroje za nepooblašcene osebe.		Prepovedano parkiranje ob železniških tirih (v razdalji < 2 m).
	Prepovedano parkiranje v območju delovnega stroja in na njegovih označenih poteh ali tirih.		Prednost dvigala pred ostalimi vozili.		Prepoved gibanja oseb in transportnih sredstev pod visečimi bremenimi.
	POZOR! Bližina obale.		POZOR! Možnost padca z višine.		POZOR! Možnost padcev na isti ravni.
	POZOR! Območje izvajanja manipulacij s težko mehanizacijo.		POZOR! Območje strojev na tirih.		
	POZOR! Možnost stiska osebe.		POZOR! Možnost stiska členkov in udov.		POZOR! Nevarnost padca ali porušitve bremen in predmetov.

### KORISTNE INFORMACIJE

Vhod v pristanišče je odprt 24 ur na dan. Kontejnerski terminal deluje 24/7. V času, ko velja "splošna omejitev tovornega prometa v Sloveniji" je vstop na terminal možen le s predhodno najavo in njeno potrditvijo.

**Kamionski terminal** deluje 24 ur na dan. Na terminalu so na voljo: telefon, sanitarije s tušem, kabine ter dnevni prostor z avtomati za tople in hladne napitke.

Info točke za ureditev dokumentacije so na zemljevidu označene z znakom.

Menza je odprta vse dni v tednu, 0-24h (zaprto med 03h-04h zjutraj).

### POMEMBNE ŠTEVILKE

Informacije 24 ur na dan:

**05 66 56 100**

Požar, nesreča pri delu, prometna nesreča, ekološka nezgoda:

**05 66 56 950**

Nesreča, izlitje ali požar sporoči takoj!

V primeru neupoštevanja pravil se kršitelju prepove vstop na območje pristanišča ali se ga odstrani iz delovišča, delovnega procesa in območja pristanišča.

### 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

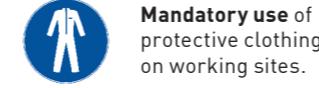
Everyone entering the port area must familiarize with potential dangers inside these areas and perform measures for safe work, including the use of personal protective gear.



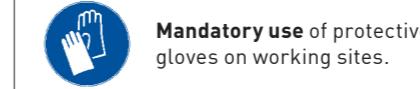
**Mandatory use** of high visibility clothing in entire port area.



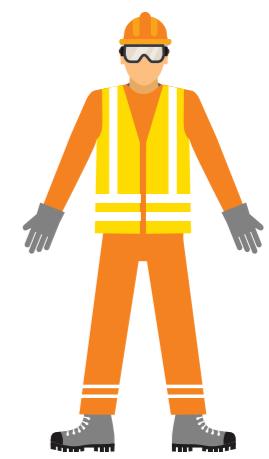
**Mandatory use** of helmet on working sites.



**Mandatory use** of protective clothing on working sites.



**Mandatory use** of protective gloves 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 personnel.		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 following 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:

**05 66 56 100**

Požar, nesreča pri delu, prometna nesreča, ekološka nezgoda:

**05 66 56 950**

Nesreča, izlitje ali požar sporoči takoj!

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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.