

Helicopter Operations

Helicopter landing and take-off

Importing or exporting helicopters via Port of Auckland Multi-Cargo will often require landing or flying out helicopters directly to or from Port of Auckland operational wharves.

The following information will define what is and is not permitted, security requirements, POAL Health & Safety guidelines and the associated fees which will be charged to the respective user.

Safety

Port of Auckland has an Occupational Safety and Health Policy which requires that port users complete an Induction online prior to entering operational areas of Port of Auckland. The induction aims to increase awareness of potential dangers and provide training in common safety and security procedures. All users must report to the Authority to Work (ATW) team to be inducted prior to undertaking any work within the operational facility.

Helicopter facility fee (landing/take-off fee)

The landing/take-off fee is \$5000.00, exclusive of GST. The fee covers the use of a pre-designated Multi-Cargo operational area within Port of Auckland wharves for the purpose of assembling/disassembling helicopters which are required to land/take-off from the port under their own power.

Note – the above assumes that the entire operation is to be **undertaken during one working day**. Should additional preparation time be required for prolonged operations, there will be a daily fee of **\$5000.00** exclusive of GST charged for the continued use of the operational space provided; such fee shall be calculated as follows:

- > Landing – from landing date/time to final disassembly date/time
- > Take-off – from assembly date/time to take-off date/time

(Pre) designated Area is subject to changes based on berth availability, and available space.*

Landing/take-off area

All requests are to be made direct to **Multi-Cargo Office at least 36 hours prior** to landing/take-off.

The application form attached must be completed in full and submitted to Multi-Cargo (contact details below).

An operational area will be allocated by Multi-Cargo team 24 hours prior to landing/take-off. The allocated area must be inspected by the applicant and approved, prior to any landing/take-off.

Multi-Cargo contact details: mcops@poal.co.nz or (+64) 9 348 5346

The area will be isolated/delineated from all other port users and/or for any person/s not required for the operation. The applicant, along with the nominated third party stevedore, will be responsible for the helicopter operations and managing the operations area provided, including erecting cones/signs/barriers.

Note: Third party stevedores and external specialist crane contractors may assist as required/requested. It is their operational machinery which will often position empty flat-rack units to create a platform for the helicopter to land on or take-off from. They also assist with lifting of the helicopter and associated parts.

Security

Port of Auckland is a NZ Customs Controlled area, therefore all port users must comply with POAL security procedures and requirements.

A list of all personnel involved with the helicopter operations must be provided (listed on the application form) in advance to the Multi Cargo team. This list will then be distributed to ATW who controls access to and from the port. **Failure to provide this will result in no access to the port.** All personnel must supply approved photo identification on arrival to the port and appropriate personal protective equipment must be worn. Any vehicle entering the port will require a flashing amber safety light on the roof. (Vehicles hazard lights are not accepted).

Direction of approach to and from the port

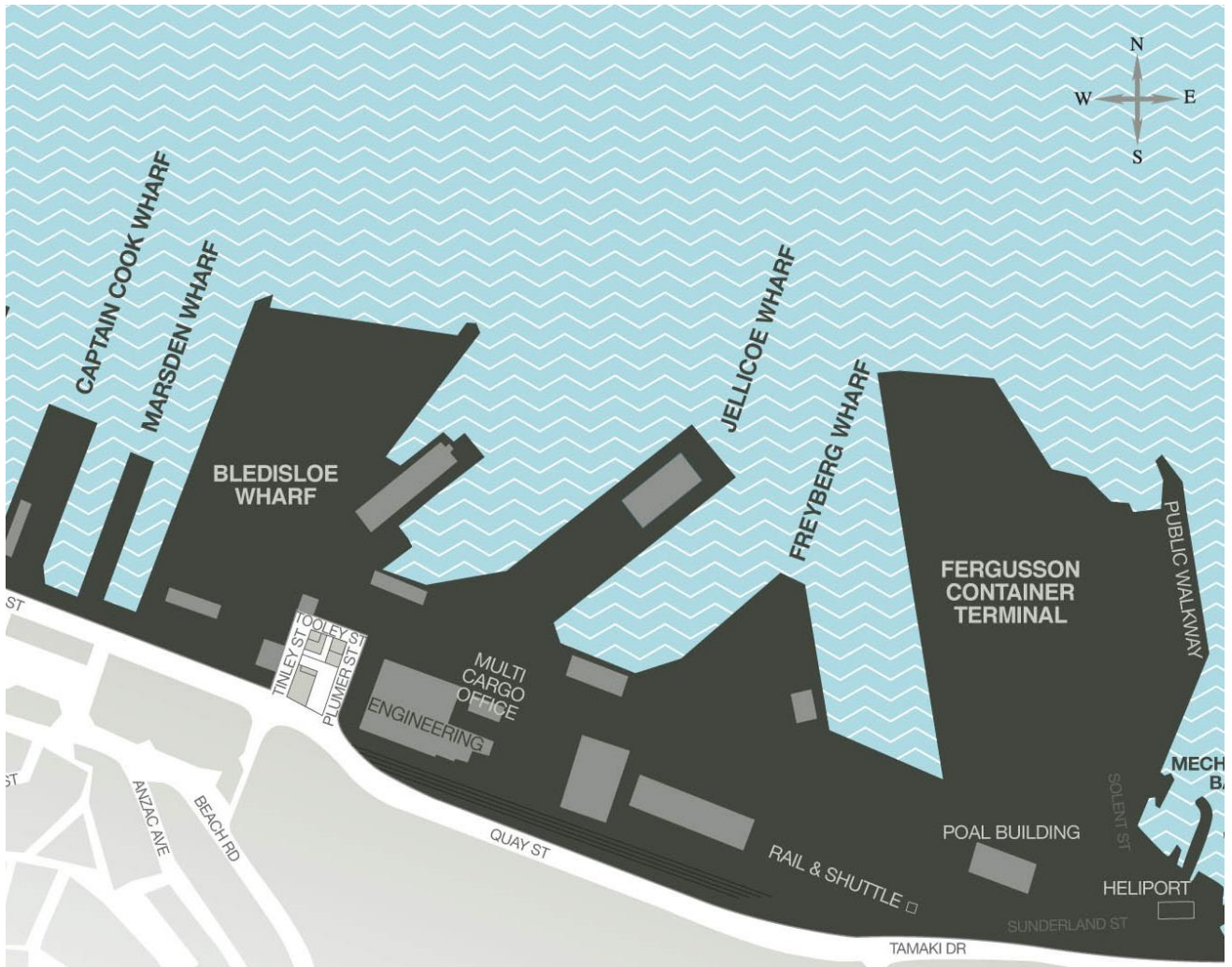
The helicopter's approach to and from the port is such that it must approach/take-off from the north or the south.

It is not permissible to approach from the East or West flying directly over Bledisloe Wharf and/or Fergusson Container Terminal. (Please refer to Appendix1)

Insurance

The user is required to have an aviation liability insurance policy with a reputable insurance company, insuring the user's liability for loss or damage to third party property or injury to persons arising out of the ownership or use of the helicopter that is the subject of this agreement. Such insurance shall have a minimum limit of indemnity of \$20,000,000 per event. A copy of the insurance certificate must be included with the application.

Appendix 1 – Direction of approach



Appendix 2 – Application for helicopter operations

BUSINESS CONTACT INFORMATION		
Company name:		
Phone:	Fax:	E-mail:
Postal address:	City:	Postcode:
GENERAL INFORMATION		
Landing/take-off:		
Vessel name:	ETA:	ETD:
Stevedore company:	Berth:	
Expected time of operation:		
Helicopter model:	Year:	
SECURITY – SAFETY		
Number of people involved in the operation:	Inducted?	
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
Name:	YES	NO
INSURANCE		
Insurance company:		
Policy expiry date:		
Copy of certificate received? YES/NO		
To be completed by <u>MULTI-CARGO</u>		
APPROVED	DECLINED	

Operations checklist

- 'Accessing the Port' induction module completed
- Risk assessment "Identify Potential Hazards"
- Landing/ take-off:
 - Plan
 - Storage
 - Position
- Directions of landing/ take-off
- List of all external personnel
- Facility fee
- Insurance
- Sign forms
- Ensure that the area of operation is clear of all people, cargo, or FOD
(Foreign Object Debris - anything that might be blown around by the force of the downdraft within 50m in all directions from point of take off / landing)
- Inform stevedore

Operations Supervisor

Date

Customer signature

Date