

1.0 INTRODUCTION

This guidance outlines the operational and communication requirements for fumigation companies undertaking fumigation or gas-freeing activities on vessels at Port Taranaki.

2.0 SCOPE

This procedure applies to any contractor carrying out:

- Application of fumigants to cargo or vessels,
- Gas-freeing operations,
- Removal of fumigants,
- Monitoring activities associated with fumigated vessels.

3.0 RESPONSIBILITIES

Fumigation Company

- Submit advance notifications,
- Control access to restricted areas during fumigation or gas-free operations,
- Provide commencement and completion notifications,
- Act as the primary contact for operational and emergency matters,
- Maintain effective communications with the port throughout the activity.

Port Taranaki

- Maintain awareness of active fumigation operations,
- Host pre-vessel meetings & invite relevant fumigation stakeholders,
- Coordinate communication with internal stakeholders and emergency agencies where required,
- Provide restricted area signage and slide-in panels.

4.0 CONTACT INFORMATION

Port Taranaki Control Room / New Plymouth Harbour Radio (NPHR)
• Call sign: New Plymouth Harbour Radio (NPHR), • VHF frequencies: ◦ VHF Ch 12 (primary), ◦ VHF Ch 61 (long range calling) • Phone (Landline): (+64) 06 759 9740 • Phone (Cell): (+64) 027 572 3915 • Email: watchhouse@porttaranaki.co.nz
Port Taranaki Operations Planner
• Phone (Landline): (+64) 06 759 9799 • Email: planning@porttaranaki.co.nz
Port Taranaki Gatehouse
• Phone (Landline): (+64) 06 759 9783 • Email: gatehouse@porttaranaki.co.nz
Port Taranaki Emergency Phone
• Phone (Landline): (+64) 06 751 1920

5.0 PRE-ARRIVAL AND NOTIFICATION REQUIREMENTS

5.1 Advance Notification

The fumigation company must notify Port Taranaki of its intention to undertake fumigation-related activities via the designated online notification portal: [Fumigant Transit Notification | Port Taranaki](#)

Notification must be submitted a minimum of 48 hours prior to the planned commencement of operations.

5.2 Pre-Vessel Meetings

Fumigation companies must endeavour to attend pre-vessel meeting associated with their operations; this ensures awareness of operational sequences and any conflicts or constraints to the vessel operation.

5.3 Site Access

Access cards can be collected from the Port Taranaki Gatehouse. Please ensure all fumigation representatives have a valid Port Taranaki induction.

Any access issues or requests, please contact security@porttaranaki.co.nz

6.0 WHARF CONTROL AND ACCESS MANAGEMENT

6.1 Restricted Area Signage

Fumigation signage is available for collection at Port Taranaki Gatehouse and is to be in position prior to fumigation activities commencing. The fumigation company is responsible for managing access to the restricted wharf area through Port Taranaki's Restricted Area (RA) process.

6.2 Restricted Area Control

The fumigation company assumes operational control of the restricted area for the duration of the fumigation activity and must:

- Maintain a contactable representative on site & be available by phone.
- Ensure clear identification of access restrictions.
- Manage and authorise all requests for entry into the restricted area.
- Maintain awareness of personnel entering and leaving the restricted area.

Any person requiring access to the restricted area on wharf, including port personnel, stevedores, shipping agents, contractors, regulators, or vessel personnel, must first contact the fumigation company representative (as designated by the number in the restricted area signage) and obtain permission before entering and/or transiting the restricted area.

7.0 OPERATIONAL COMMUNICATIONS

7.1 Commencement Notification

Immediately prior to commencing fumigation activities, the fumigation company shall notify Port Taranaki Control Room - (+64) 06 759 9740 that work is about to begin.

This notification should confirm or update information provided in online notification:

- The activity is commencing.
- The responsible fumigation supervisor.
- Current contact details.
- Any operational restrictions affecting the berth or surrounding area.

7.2 Ongoing Communications

Throughout the operation, the fumigation company must:

- Remain available as the primary point of contact.
- Promptly advise the port of any issues that may impact safety, access, vessel operations, or emergency response arrangements.

7.3 Completion Notification

Upon completion of fumigation activities, the fumigation company shall notify Port Taranaki Control Room - (+64) 06 759 9740

- Operations have concluded.
- The berth can be returned to normal operational status (where applicable).
- Any access restrictions have been removed.

8.0 EMERGENCY MANAGEMENT

In the event of:

- Fire,
- Uncontrolled fumigant release,
- Suspected gas exposure,
- Medical emergency,
- Any incident requiring emergency assistance.

The fumigation company shall:

- Contact emergency services,
- Notify Port Taranaki via. emergency phone immediately,
- Provide details of the incident, associated hazards, and any controls already implemented,
- Maintain communication with responding agencies and port representatives until the incident has been resolved.

Early notification is critical to ensure appropriate response resources can be mobilised if required.