Trinity and Berth 8 & 9 Gate Processes Including Rail

Please note that the Port requires that the correct PPE is worn at all times e.g. Hi-Viz jacket, hard hat and safety footwear.

When you arrive at the correct Terminal (as directed by your traffic operator), you will need your RHIDES card, VBS number, any pin numbers for collections and a signed Dangerous Goods note for any hazardous deliveries.

Please note that deliveries and collections on Rail do not require a VBS. All drivers should report to the Rail THA and pick up the direct dial phone to contact the rail clerk for further advice.

Deliveries with or without Collections

When arriving at the Terminal canopy please:

Apply hand brake and switch off engine

Exit cab, give your VBS number to the Gate staff and undo twistlocks

The Gate staff will check your VBS and DGN's (if you have any)

Proceed to the Driver Consoles and follow on screen instructions

Confirm details are correct

Enter your mobile telephone number

Remove RHIDES card and wait for printed job slip

Return to your vehicle and proceed to locations as per the job slip.

Collections only

When arriving at the Terminal canopy for collections only please:

Apply hand brake and switch off engine

Exit cab and proceed to Driver Console

Follow on screen instructions

Confirm details are correct

Enter your mobile telephone number

Remove RHIDES card and wait for printed job slip

Return to your vehicle and proceed to location(s) as per the job slip.

Note: When collecting refrigerated units please be aware that these items may need to be unplugged and will not appear on the Yard Crane's screen until this is done.

Outgating collections and cancelling jobs

Only enter lane when traffic light is Green

When arriving at the outgate canopy please:

Stop before the barrier

Apply handbrake and switch off engine

Close twistlocks and check condition of container

Once gate staff have completed checks, go to the Drivers Console

Place RHIDES card on reader, confirm details are correct by applying RHIDES card again

Message will be displayed to exit terminal

Only Exit lane when the barrier has raised.

Drive to Security gates for final checks