



**காமராஜர் துறைமுக நிறுவனம்**  
**कामराजर पोर्ट लिमिटेड**  
**Kamarajar Port Limited**

(A Company of Chennai Port Authority)  
(Ministry of Ports, Shipping and Waterways - Government of India)



**TRADE NOTICE NO: 2/2025 DATED: 31.1.2025**

**IMPLEMENTATION OF TRAFFIC RULES & GUIDELINES FOR ENTRY & MOVEMENT OF VEHICLES INSIDE THE PORT PREMISES**

KPL is pleased to inform the Trade that, in order to ensure safety of all Port Users including KPL employees, Visitors and Contractors associated with Captive Users & Terminal Operators and with an endeavor to prevent any kind of minor or major accidents inside the Port Premises, Traffic Rules & Guidelines for entry & movement of vehicles inside the Premises of Kamarajar Port has been framed in accordance with the Traffic Rules of Tamil Nadu for strict compliance by all concerned individuals & firms associated with movement of vehicles & cargo handling equipments inside the premises of Kamarajar Port.

In order to monitor the effectiveness of Traffic Rules & Guidelines inside the Port Premises, Traffic Squad (comprising representatives from KPL Traffic Division & HSE division) has been constituted who are authorized to register the complaints received from CISF & Security Guards on any incident/accident involving violation of traffic rules inside the Port and take necessary action which includes issue of memo through KPL BIP and collection of penalty through RFID pass system or any online mode from the concerned individual or firm involved in the traffic violations.

Further, in order to prevent consumption of alcohol/drug abuse inside the Port Premises, Traffic Squad is equipped with necessary devices (viz., alcohol detector, drug testing kits) to ascertain whether the individuals who violated the traffic rules inside the Port Premises has committed the offense under the influence of alcohol and/or narcotic drugs before imposing penal action.

All BOT Operators, Captive Users, Port Users, Shipping Agents, Stevedores etc., are requested to sensitize their vehicle drivers, equipment operators and transport contractors about the Traffic Rules & Guidelines of KPL (enclosed as Annexure – I) for strict adherence so as to ensure safe driving inside the Port Premises. The aforementioned Traffic Rules will come into force from **3<sup>rd</sup> March 2025**.

  
**K. Thirumurugan**

**General Manager (Operations)**  
**Kamarajar Port Limited**

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**TRAFFIC RULES &  
GUIDELINES  
FOR  
ENTRY & MOVEMENT  
OF VEHICLES  
INSIDE THE PORT  
PREMISES**

# TRAFFIC RULES & GUIDELINES TO BE ADHERED INSIDE THE PREMISES OF KAMARAJAR PORT LIMITED

## **1. Introduction:**

Kamarajar Port, located on the Coromandel Coast about 24 km north of Chennai Port, Chennai, is the 12th major port of India, with capacity to cater to varied import and export business such as Coal, POL products, LPG, Containers, Break Bulk, LNG & Automobiles. Predominantly, the transportation of various types of cargoes/goods to and from the Port are done through roadways. In order to control & regulate such heavy traffic movement inside the Port Premises, specific Port based traffic rules & guidelines is required.

## **2. Scope:**

This traffic rules & guidelines is applicable to all types of vehicles moving inside the premises of Kamarajar Port including all Port Users, KPL employees, Visitors and Contractors associated with Captive Users/Terminal Operators.

## **3. Traffic Rules & Guidelines:**

### **Entry of vehicles:**

- No vehicles shall be allowed to enter or exit the KPL premises without valid RFID pass issued by KPL.

### **Documents:**

- All the vehicle drivers must be in possession of valid driving license issued by RTO, Insurance certificate of the vehicle, RC book, Pollution Under Control Certificate and RFID pass.

### **Drugs/Alcohol/Tobacco:**

Smoking or consumption of tobacco substances, consumption of alcohol, consuming/inhaling/injecting/carrying narcotic drugs, consuming sleeping pills or any harmful item, which may retard the mind/body response required for efficient driving, are strictly prohibited inside the premises of Kamarajar Port.

**Mobile Phones / Two way communication device:**

Drivers must not use mobile phone (speaking with wired or wireless headsets) while operating the vehicle and cargo handling equipments. In addition to this, other activities such as watching videos in smart phones which can distract the driver are strictly prohibited.

**Speed Limits:**

- Inside the premises of KPL, maximum speed limit is 30 km/hr for vehicles at common roads.
- In operational areas inside the Port Premises, the maximum speed limit for vehicles & cargo handling equipments is 20 km/hr.

**Vehicle Movement:**

- No vehicle/equipment shall travel in wrong direction / in wrong lane.
- Over speeding and rash driving are prohibited.
- Overtaking and tailgating of vehicles are prohibited.
- Trucks/trailers with twist lock facility should be used for transporting containers, to prevent them from falling off the chassis.
- Containers shall be firmly secured on the chassis of the Truck / Trailers by means of twist locks before transporting.
- Trucks/trailers shall not be loaded with cargoes beyond the safe carrying capacity.
- Stanchions shall be provided on trailers used for transportation of cargo like angles, steel pipes etc.,
- Cargo shall be lashed properly on truck/trailer before the movement of truck / trailer.
- Vehicle used for transportation of project cargo shall have all required facilities like multi wheels, special braking system etc.,
- Private vehicles of person not connected with cargo handling operations should remain away from the operational area.

- Driver of the vehicle/equipment should ensure that no one is sleeping below/near vehicle/equipment before starting the vehicle.

### **Parking:**

- No vehicle shall be parked in unauthorized locations apart from designated parking areas (viz., container truck parking yard, car parking yard, truck assembling yard and ETTPL tanker parking yard) inside the Port Premises.
- No Cargo Handling Equipments shall be parked in unauthorized locations (viz., alongside the road) inside the Port Premises.
- Two wheelers shall be parked in designated parking areas which is located nearby new gate complex.
- No vehicles/cargo handling equipment shall be parked at wharf areas as per ISPS guidelines.

### **Two-wheelers:**

- Bike Helmet should be worn by both driver as well as pillion rider.
- No more than two passengers are allowed to travel on two wheelers.
- No load to be carried on two wheelers.
- Use of mobile phone while riding two wheelers is not permitted.

### **4. General guidelines for use of Cargo Handling Equipments:**

- Gears shall be of apt for the type of cargo handled.
- Gear shall be made of sound material and have adequate strength.
- Each gear to be used in cargo handling shall be tested for Safe Working Load (SWL) by a competent person.
- Gears used in cargo handling shall not be over loaded.

- A responsible person shall regularly inspect gears used in cargo handling and if any defect is noticed during work, it should be reported to the supervisor immediately.
- Tandem lifting should be done preferably in day shift only under strict supervision.
- A crane should not be loaded beyond its rated load capacity.
- The load should be attached to the hooks by means of tested slings or other devices approved by a competent person.
- The load should be well secured and balanced in the sling or lifting device before it is lifted.
- While hoisting, care should be taken that there is no sudden acceleration or deceleration of the load and also load does not cause any obstruction.
- The operator should test the brake each time by raising the load a few inches and applying the brakes.
- The crane should not be used for side pulls.
- Before hoisting / lifting a load, the operator should ensure that slingers and others are well clear of the load.
- The load should not be lowered below the pint where less than two full turns of rope remain on the drum.
- The operator should not leave his position at the control while the load is suspended.
- The hoist limit switch should never be used as an operating control.
- Only one person should be authorized to give signals to the crane operator.
- Before commencing travelling or when the hook approaches near or over personnel, warning signal should be sounded.

**Entry of Cargo Handling Equipments:**

- No Cargo Handling Equipment shall be allowed to enter or exit the KPL premises without valid RFID pass issued by KPL.

**Documents:**

- All the cargo handling equipment operators must be in possession of the following valid documents
  - a) Driving license issued by RTO
  - b) Medical Fitness Certificate issued by PHO

- c) Insurance certificate of the equipment
- d) RC book
- e) Pollution Under Control Certificate
- f) Form III certificate
- g) Form IV certificate
- h) Form V certificate
- i) Form VI certificate
- j) Form VII certificate
- k) Form VIII certificate

#### **5. Compliance of Dock Workers (Safety, Health & Welfare) Regulations, 1990 inside the Port Premises:**

- The rules & guidelines as specified under various categories in Dock Workers (Safety, Health & Welfare) Regulations, 1990 shall be complied by the Port Users for doing cargo transportation and cargo handling operations inside the Port Premises.

#### **6. Responsibility and Punitive Actions:**

Compliance of traffic rules & guidelines are everybody's responsibility. However, there are specific responsibilities, which shall be mandatory to comply inside the premises of Kamarajar Port. The overall responsibility of implementation of traffic rules & guidelines will be of KPL traffic division. KPL shall constitute Traffic Squad for levy & collection of penalty charges.

- CISF & Private Security Guards (TEXCO) are authorized to stop any vehicle/cargo handling equipment inside the Port Premises if any traffic violation is observed / suspected and recommend Traffic Squad for taking punitive action.
- Traffic Squad shall keep the records of all traffic violations.

In case of any negligence in compliance of traffic rules & guidelines by any of the Port User (including KPL employees and contractors) or

their representatives inside KPL premises, punitive actions shall be initiated by KPL as tabulated below.

<b>Sl. No.</b>	<b>Type of Offence</b>	<b>1<sup>st</sup> offence</b>	<b>2<sup>nd</sup> offence</b>	<b>3<sup>rd</sup> offence</b>
1	Using of mobile phone while driving the vehicle / cargo handling equipments	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
2	Unauthorized parking of vehicles/ cargo handling equipments inside the Port Premises	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
3	Vehicle/cargo handling equipment travelling in wrong direction/ in wrong lane	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
4	Over speeding, rash driving, overtaking and tailgating of vehicles	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>



5	Driving the vehicle under the influence of alcohol and/or narcotic drugs	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 4000/- (or) both</i>
6	Entering into a NO ENTRY ZONE or disobeying general traffic rules or CISF/TEXCO Security Guards	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
7	Driving an overloaded vehicle	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
8	Driving the vehicle/cargo handling equipment when not physically /mentally fit or stable	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>

9	Driving the vehicle / cargo handling equipment without valid permit/ documents	<i>Offence registered online (RFID portal/BIP) and memo issued to the concerned person or firm</i>	<i>Temporary suspension of Port Entry (or) levy of penalty for an amount of Rs. 1000/- (or) both</i>	<i>Cancellation of Port Entry (or) levy of penalty for an amount of Rs. 2000/- (or) both</i>
10	Any accident which resulted in destruction or damage to any of the Port property	<i>Without prejudice to any penalty that may be imposed, the owner of the vehicle shall be liable to pay the amount for rectification of damages, as deemed fit by the concerned division of KPL</i>		
11	Any minor or fatal accident which resulted in injury to any person or loss of life	<i>Necessary action as deemed fit will be initiated against the person or firm found guilty as per Dock Workers (Safety, Health &amp; Welfare) Regulations, 1990 and as per existing Government Rules &amp; Regulations</i>		
12	In case if more than 3 offences are registered against any person or firm involved in violation of any traffic rules and guidelines inside the Port Premises	<i>Permanent cancellation of Port Entry Permit and/or penalty as deemed fit by GM (Marine Services) will be imposed after due examination</i>		