



PORTLAND PORT
UK

EMERGENCY PLAN

December 2018

EXECUTIVE APPROVAL

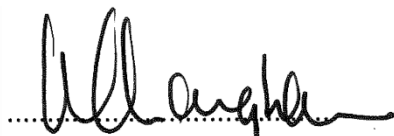
Portland Port Ltd is committed to ensuring the greatest standards of welfare and safety within the Portland Port area.

The company recognises its responsibility to its employees, tenants, customers and to the general public in emergencies and will do all that is necessary to ensure their safety.

The company will provide information, instruction and training to meet the requirements in this Emergency Plan.

This document sets out the measures to be taken by Portland Port and other agencies when dealing with incidents and emergencies arising within the Portland Port area.

Signed



Date

30 JULY 2015

Mr John Christopher Langham

Chairman of the Board of Directors

Portland Port Group

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AMENDMENT RECORD

Date	Amendment Number	Inserted By Signature
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Aug 06	PPL/EmPlan/08/06	
June 09	PPL/EmPlan/06/09	
Aug 11	PPL/EmPlan/08/11	
Jul 15	PPL/EmPlan/07/15	
Dec 17	PPL/EmPlan/12/17 Updated & new section	
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INDEX

EXECUTIVE APPROVAL.....	3
1 INTRODUCTION	7
2 PARTICIPANTS	8
3 INITIAL ACTION.....	9
4 ACTION BY PORTLAND PORT PERSONNEL	11
MAIN CONTROLLER.....	11
ON-SCENE INCIDENT CONTROLLER.....	11
OTHER PERSONNEL	12
5 ACTION BY EMERGENCY SERVICES	13
SENIOR POLICE OFFICER.....	13
POLICE SERVICE	13
FIRE AND RESCUE SERVICE	13
AMBULANCE SERVICE	13
6 EMERGENCY CONTROL CENTRES	14
7 RENDEZVOUS POINTS (RVP).....	15
8 EVACUATION	16
9 INCIDENTS INVOLVING VESSELS	17
ON BOARD VESSELS ALONGSIDE BERTHS	17
ON BOARD VESSELS NOT ALONGSIDE BERTHS	17
VESSEL RESPONSIBILITIES.....	17
FIRE FIGHTING AFLOAT	17
10 INCIDENTS INVOLVING DANGEROUS SUBSTANCES.....	18
CONVEYANCE	18
STORAGE	18
DANGEROUS SUBSTANCES CLASSIFICATION	19
11 INCIDENTS INSIDE A RESTRICTED AREA	20
BOMB THREAT.....	20
SHIP UNDER THREAT	20
TERMINAL BUILDING UNDER THREAT	20

FIRE.....	21
SEARCHING.....	21
ANNEXES.....	22
A INFLAMMABLES STORE	23
B EXPLOSIVES EMERGENCY PLAN	24
C OPERATIONAL BERTH.....	28

1 INTRODUCTION

PURPOSE

This Emergency Plan sets out the measures to be taken by Portland Port and other agencies when dealing with incidents and emergencies arising within the Portland Port area.

IMPLEMENTATION

The Plan may be implemented in whole or in part depending upon the nature and scale of the particular incident.

SCOPE

While specifically written to satisfy the requirements of 'The Dangerous Substances in Harbour Areas Regulations 1987', the Plan provides a framework for dealing with other emergencies which may occur within Portland Port.

AMENDMENTS

The Emergency Plan is a controlled document, it may be amended as circumstances and conditions change. Notification of any amendment will be issued in writing by Portland Port.

HAZARDS (HAZBOARD)

The location and quantity of all hazardous material is to be listed on a portable board in the Landside Department. This board is to be kept up to date by the Operations Manager and used to brief on scene commanders in the event of an emergency.

2 PARTICIPANTS

The following authorities would participate in an incident to a variable extent depending upon the nature of the incident and the services that are required.

Portland Harbour Authority Limited

Portland Port Limited

Dorset Police

Dorset Fire and Rescue Service

Dorset Ambulance Service

Maritime and Coastguard Agency

Environment Agency

Dorset County Council (Emergency Planning)

Weymouth and Portland Borough Council (Emergency Planning)

3 INITIAL ACTION

**EXPLOSIONS
FIRES
SMOKE
SPILLAGES
LEAKAGES
SUSPICIOUS PACKAGES**

ANY person(s) discovering or suspecting the above will **raise the alarm** by calling:

a) The Security Control Room, Main gate via 01305 825354 or Ext 224

OR

b) Harbour Control Office via 01305 825335 or VHF Ch 74

OR

c) **EMERGENCY SERVICES 999** stating all the services that are required

OR

d) Any member of Portland Port Staff, e.g. at Reception.

The **Security Control** or **member of Portland Port staff** informed of an incident will follow the Initial Action Checklist (Annex D: Forms) in order to:

1. Obtain the fullest details of the emergency, i.e. type of emergency, location and details such as trailer/container identification number, UN number, description of any labels, quantity of substances etc. and ensure that the Emergency Services are informed.
2. Call the Emergency Services if not already informed and give as much information as possible.
3. Ensure the caller keeps him- or herself and others clear and upwind of the incident.
4. If it involves dangerous substances or objects, ensure that no one touches, tastes, smells or comes in any other form of contact with the substance.
5. Ensure that no one is smoking in the area.

6. If any person is overcome by fumes, no one should enter the immediate area to attempt a rescue: the Emergency Services will arrive properly equipped to enter a dangerous atmosphere.
7. Make the following departments aware of the incident:
 - a. Harbour Office/Duty Harbourmaster
 - b. Senior Police Officer on duty
 - c. Security Main Gate
 - d. Landside Services
8. Start a log of the incident, recording the time of the report.
9. Isolate the incident area and keep all personnel clear.
10. Ensure that the Emergency Services are met on arrival at the incident and are given all relevant details of the emergency. Details and information concerning cargoes will be available from the Landside Department. The Emergency Services should be directed to the upwind side of the incident by a safe and clear route.

4 ACTION BY PORTLAND PORT PERSONNEL

MAIN CONTROLLER

- Harbour Master OR Chief Police Officer OR Landside Manager

Responsibilities

The Main Controller will **assess the scale of the incident and will activate the Emergency Plan if it is considered appropriate**, e.g. is a dangerous substance is involved. He or she will also activate the Oil Spill Contingency Plan if any incident involves oil pollution. When the Emergency Plan is activated, the principle duty is that of overall control of the incident.

1. Double check that the Emergency Services have been informed.
2. Obtain details of substance(s) from the current Dangerous Substances files.
3. Investigate the reported incident, being careful to approach from upwind.
4. Commence report log using 'Emergency Report Form'.

ON-SCENE INCIDENT CONTROLLER

- Harbour Office Personnel OR Police Personnel OR Landside Personnel

Responsibilities

The On-Scene Incident Controller will **take charge of the scene of the incident**. Depending upon the scale of the emergency, he or she will **allocate tasks to staff as required**, including:

1. Continuation of first response firefighting or containment pending the arrival of the Emergency Services.
2. Ensuring clear access for the Emergency Services vehicles.
3. Establishing an Exclusion Zone around the area of the incident.
4. The cessation, or acceleration, of vessel loading or discharge.
5. Marshalling of passengers, cars and freight.
6. Evacuation of personnel.
7. Maintenance of communications.
8. First Aid.

9. Making the area safe.
10. Removing trailers from the danger area, as required.
11. Advising adjoining premises of the incident.
12. Standing by to slip vessels alongside.

When the Emergency Services arrive at the scene, the On-Scene Incident Controller must brief the Senior Fire Officer and the Senior Police Officer who will assume the role of Emergency Services Incident Controller, and then **hand over responsibility** to them.

The handover of responsibility from the On-Scene Incident Controller to the Emergency Services Incident Controller must be positive and clear, so that there is no confusion as to who is in control.

The briefing must include information concerning:

1. the type of incident
2. the exact location
3. whether any people are injured
4. details of any substances involved

The On-Scene Incident Controller will **act as Port–Emergency Services Liaison** and keep the Main Controller advised throughout emergency.

Responsibility for the disposal of any debris or chemical waste rests with Portland Port when the incident is declared safe.

OTHER PERSONNEL

- Portland Port Ltd and Portland Harbour Authority Ltd staff

Responsibilities

To report to the On-Scene Incident Controller and to remain in close contact throughout the emergency.

To provide operational support by allocating their resources to assist in dealing with the incident as required.

5 ACTION BY EMERGENCY SERVICES

SENIOR POLICE OFFICER

The Senior Police Officer will assume the role of Emergency Services Incident Controller. The On-Scene Incident Controller will hand responsibility over and then act as liaison between the Port and the Emergency Services.

POLICE SERVICE

1. Co-ordinates the emergency services and other agencies involved;
2. Saves lives;
3. Processes casualty information;
4. Identifies the dead.

On receipt of information, Police Officers would be dispatched to the scene and a **Forward Control Point (FCP)** would be established to liaise with the other emergency services.

Depending on the nature of the incident, the Police Incident Officer will work from either the FCP or an Incident Control Point established elsewhere such as at a Police Station.

FIRE AND RESCUE SERVICE

1. Effects rescues;
2. Makes any spillage or release of dangerous substances safe;
3. Extinguishes any fires.

AMBULANCE SERVICE

1. Co-ordinates medical assistance;
2. Sets up the necessary communication links to local hospitals as the scale of the incident dictates.

6 EMERGENCY CONTROL CENTRES

LOCATION

In the event of the full-scale Emergency Plan being implemented, the initial Incident Control Centre would be the Harbour Office.

The **Harbour Office** is equipped as follows:

- Direct Telephone Lines
- Internal Telephone Lines
- Facsimile Machines
- Police, Security & Safety UHF (Internal) Radios
- Port VHF (External) Radios
- Various Plans and Charts of the Area

The Incident Control Centre will be re-located to the **Britannia Passenger Terminal** if continued use of the Harbour Office would affect port operations. The Britannia Passenger Terminal must then be equipped with the above equipment.

7 RENDEZVOUS POINTS (RVP)

The **RVP** for the Emergency Services will depend on factors including the location of the incident, the prevailing weather conditions and any other factor that may impact on the safety of the **RVP**.

In most cases the **RVP** will be the **Britannia Terminal**, however if the Britannia Terminal RVP is not suitable or accessible then alternative locations are listed below. The Main Controller will assess the location of the incident relevant to the RVP and make the decision as to which **RVP** should be used.

In certain circumstances, consideration should be given to opening the Port entrance via Grove Road and Incline Hill Gate.

RVP Locations:

- RVP A** – Britannia Terminal
- RVP B** – Portland Port Staff Car Park
- RVP C** – FOST Block

8 EVACUATION

Depending on the location and type of incident, evacuation of all or part of the Port Estate may be required. Where evacuation is implemented, the **Evacuation Centre (EC)** location must be decided based on both the safety of, and the safest route to, the EC.

Evacuated personnel should not pass close to, or downwind of, any hazardous incident wherever possible. Evacuation to an Emergency Services RVP should be avoided as this may hamper their operations.

Evacuation Centre locations should have an alternative exit route after documentation procedures and should not be at an inescapable location.

In most cases the primary EC will be the **Skittle Alley at the Britannia Terminal building**, however in the event that this location is inaccessible, is in a danger zone or would involve passing close to or downwind of the incident, an alternative EC should be decided on.

Members of Portland Port Staff should be allocated to the EC to receive and document evacuees. Care should be exercised to ensure evacuees do not leave the site entirely without reporting to the EC to ensure accurate records are maintained and valuable time is not wasted searching for 'unaccounted for' persons.

A list of Evacuation Centre locations is shown below:

- EC1** – Skittle Alley, Britannia Terminal Building
- EC2** – Global Marine Systems Building
- EC3** – Portland Bunkers UK Office, Incline Hill
- EC4** – Engine Shed, Incline Hill (beyond East Gate)

9 INCIDENTS INVOLVING VESSELS

ON BOARD VESSELS ALONGSIDE BERTHS

For vessels alongside the Portland Port berths, the ship's Master has the responsibility for extinguishing any fire and for maintaining adequate stability of the vessel at all times and in particular when water is pumped into the vessel to fight a fire.

When any incident involving fire and/or dangerous substances occurs on a vessel alongside, then the Master or person temporarily in charge of the vessel will ensure that the alarm is raised ashore and that Portland Port is advised by one or more of the following means:

- a. Contacting 'Portland Harbour Radio' – VHF 74.
- b. Directly to emergency services 999 – the Harbour Office must also be informed.
- c. Emergency signal, consisting of seven or more blasts followed by one long blast on the ship's whistle. (•••••••__)

ON BOARD VESSELS NOT ALONGSIDE BERTHS

For vessels at anchor, underway or aground within the Harbour limits, **the ship's Master** remains responsible for dealing with any emergencies. The Maritime and Coastguard Agency would be the lead service and would be responsible for overall co-ordination.

The Master must, however, **keep Portland Harbour Radio regularly updated** and liaise regularly with the Harbour Master and the Coast Guard.

VESSEL RESPONSIBILITIES

The ship's Master remains responsible for the overall safety of his or her vessel including the efficient use of any on-board firefighting systems and arrangements for dealing with the spillage or release of dangerous substances.

The Harbour Master is responsible for the safety of Portland Port facilities and for regulating the movement of vessels, cargo and passengers. He or she has the final decision as to whether an 'Incident Vessel' should be moved and, in cases where the vessel's stability may be in jeopardy, whether firefighting should cease to allow the vessel to be moved should port facilities be endangered. These decisions will only be taken after joint consultation with the ship's Master or the Officer in Command.

FIRE FIGHTING AFLOAT

The port has a limited firefighting capability from floating craft. The port tugs have fire monitors fitted and the port work boat IS capable of carrying portable pumps and any other equipment out to vessels in the harbour.

10 INCIDENTS INVOLVING DANGEROUS SUBSTANCES

Where an incident occurs during the operational handling of consignments of dangerous substances in the port area, such that risk of personal injury or risk to the safety of a vessel might be created, the person in control of the operation will stop that operation as soon as it is safe to do so and inform Portland Port. The Operation will not be resumed until:

- Corrective measures have been taken to make it safe;
- The Landside Manager, the Harbour Master or a person having delegated authority has authorised resumption.

CONVEYANCE

Dangerous Substances can be expected to be in Portland Port area in the following types of vehicles:

- Articulated Vehicles
- Unaccompanied Trailers
- Rigid Vehicles
- Road Tankers

Articulated vehicles and unaccompanied trailers may have their loads on flat beds, in containers, tank containers or tilts.

STORAGE

There is no provision for the long-term storage of dangerous substances in Portland Port with the exception of such dangerous substances that are required by Portland Port's Landside Department.

The dangerous goods store is located in the Inflammables Store, at the west end of the workshops, adjacent to the heating fuel tank. See [Annex D: Inflammables Store](#).

An up-to-date list of all substances held in this store will be kept by the Landside Department.

DANGEROUS SUBSTANCES CLASSIFICATION

Packaged Dangerous Substance of all classes as defined in the International Maritime Dangerous Goods Code:

- CLASS 1** Explosives (in limited quantities and direct delivery/collection).
- CLASS 2** Gasses-compressed, liquefied or dissolved under pressure which may be flammable, non-flammable or poisonous (toxic).
- CLASS 3** Flammable liquids.
- CLASS 4** Flammable solids: Substances liable to spontaneous combustion:
Substances which emit flammable gasses when in contact with water.
- CLASS 5** Oxidising Substances: Organic Peroxides.
- CLASS 6** Toxic (Poisonous) Substances: Infectious Substances.
- CLASS 7** Radioactive Substances (direct delivery / collection).
- CLASS 8** Corrosives.
- CLASS 9** Substances or articles not covered under any of the above.

Consignments of Hazardous Waste may also be encountered from time to time. These may consist of one or more of the classes outlined above.

11 INCIDENTS INSIDE A RESTRICTED AREA

This covers incidents that occur only when a restricted area is in force. At all times, if any incident arises, it is to be dealt with in accordance with the relevant section of this plan.

BOMB THREAT

In the event of a bomb threat being received, the aims are:

1. To clear the area safely;
2. To carry out a complete search of the area.

The priority is to clear all passengers and staff from the area under threat as quickly as possible. The procedure adopted will depend on the exact area under threat. There is a Standard Operating Procedure for [Bomb Warnings](#).

SHIP UNDER THREAT

If a ship is under threat, all passengers are to remain in the terminal building. All processing of passengers is to cease and passengers are to be informed of the delay. All PPL staff are to muster in the main car park as necessary. Security personnel are to ensure that the Restricted Area is not compromised.

TERMINAL BUILDING UNDER THREAT

If the terminal building comes under threat, passengers and staff are to be completely cleared prior to starting a thorough search of the building.

Passengers who are **in the restricted area** are to be evacuated through the baggage hall onto the roadway of the restricted area:

- EMBARKATION – already searched and ticket issued
- DISEMBARKATION – awaiting customs clearance

Passengers who are **not in the restricted area** are to be evacuated into the main car park:

- EMBARKATION – in waiting areas
- DISEMBARKATION – already passed through customs

As soon as passengers are clear of the building, all PPL staff are to muster separately on the main car park.

FIRE

If there is a fire alarm or any other fire emergency when a Restricted Area is in force, it is important to ensure access for the emergency services whilst maintaining the integrity of the Restricted Area.

Specific action depends on the type and location of the emergency, but action should be taken to remove passengers from the immediate area whilst maintaining security, therefore, in the event of a fire emergency, evacuation procedures are as above.

SEARCHING

When the above emergency action is completed, the various authorities will decide the timing and extent of any search.

ANNEXES

DETAILS OF SPECIFIC HAZARDS

- A Inflammables Store
- B Explosives
- C [Portland Port Off-Site Reactor Emergency Plan](#)

SEE ALSO:

[Portland Port Oil Spill Contingency Plan](#)

A INFLAMMABLES STORE

The Inflammables store is located at the west end of the workshops, adjacent to the heating oil tanks. It contains all inflammable materials used in day-to-day operations: paints, white spirit, thinners etc.

The contents of the Inflammables store are to be listed on the hazboard and maintained by the Operations Manager.

B EXPLOSIVES EMERGENCY PLAN

INTRODUCTION

Portland Port Limited has been granted a licence to handle a limited amount of explosive material. A copy of the details of the licence is available in the digital reference library.

EXPLOSIVE SAFETY SECURITY OFFICER

The Chief Police Officer has overall responsibility for the safety and security of explosives whilst in or transiting through the port. Other members of Portland Port Limited staff have been trained to be the designated Explosive Safety Security Officer when needed, including the Operations Controller.

BERTH EXPLOSIVES SECURITY OFFICER

The Chief Police Officer's Deputy is responsible for the security of the berth where loading/discharge of explosives is taking place and for the security of explosives whilst on the port estate.

These duties are in accordance with the [Dangerous Substances in Harbour Areas Regulations 1987](#) Part IX Para 37 and [Portland Port Explosives Licence](#), both of which are available in the digital reference library.

TYPES OF EXPLOSIVE INCIDENTS

Explosive incidents in ports are likely to be in one of two categories:

Sudden – those where explosions could be initiated without warning, for example by dropping a load of explosives from a considerable height; and:

Anticipated – those where the explosives could be initiated by becoming involved in another incident, such as a fire.

If an explosion occurs without warning, there is little that can be done to prevent injuries from the event. Efforts should then concentrate on the safe rescue of casualties and to ensuring that the incident does not spread to other explosives, dangerous substances or property. The sudden nature of such incidents underlines the need to ensure that explosives are handled only in the areas designated in the explosives licence and that the number of people in such areas is kept to the minimum.

THE EFFECTS OF AN EXPLOSIVE INCIDENT

The effects of an explosives incident will depend on the new explosive quantity and United Nations hazard division of the explosives involved. This latter information is included in the information that has to be given before explosives are brought into the port. The six hazard divisions of United Nations class 1 are:

Division 1.1

Substances and articles which have a mass explosion hazard.

Division 1.2

Substances and articles which have a projections hazard but not a mass explosion hazard.

Division 1.3

Substances and articles which have a fire hazard and either a minor blast hazard or a minor projection hazard or both, but not a mass explosion hazard.

Division 1.4

Substances and articles which present no significant hazard.

Division 1.5

Very insensitive substances which have a mass explosion hazard.

Division 1.6

Extremely insensitive articles which do not have a mass explosion hazard.

Explosives in division 1.5 are relatively insensitive to many of the stimuli that could lead to accidental initiation of explosives in other hazard divisions. For emergency purposes, however, division 1.5 explosives should be treated as though they were division 1.1 explosives.

Divisions 1.1 and 1.5 Explosives

The main hazard of division 1.1 and 1.5 explosives is a mass explosion affecting virtually the entire load almost instantaneously and the consequential blast. The blast effects reduce with distance. Apart from those very close to an explosion people are generally less vulnerable in the open away from structures which might collapse on them.

A guide to the minimum evacuation distances to offer protection from a mass explosion can be found in the schedule of the port explosives licence for the area concerned (See Explosives Folder in Police, Security and Safety Manager's office). Everyone in the open should be evacuated to at least the distance shown in the column headed 'distance to other

explosives or persons in the open' for the maximum quantity of explosives liable to be present.

People in buildings should be evacuated to at least the distance shown in the column headed 'distance to a passenger vessel'. As blast is usually accompanied by projections, such as fragments of vehicles, buildings or ships, assembly points for people evacuated from buildings should be on the far side of the building from any likely incident. The assembly point should not, however, be immediately outside the building because of the risk of flying glass and other debris.

It is emphasised that these are **absolute minimum** evacuation distances. If time allows, evacuation should continue away from the site of the incident until people in the open are at least 400 metres from the site.

Division 1.2 Explosives

The main hazard from division 1.2 explosives is projection of debris, e.g. parts of articles, whole articles and parts of packaging. The range of these projections is not necessarily dependant on the quantity of explosives. Incidents involving division 1.2 explosives are characterised by sporadic explosions of individual articles over a prolonged period which may last several hours. The best protection is shelter but is essential that people stay well clear of windows. Again, people in the open should be evacuated to places at least 400 metres from the site of the incident.

Division 1.3 Explosives

The main hazard from division 1.3 explosives is thermal radiation. The best protection against this is a combination of distance and shelter. If it is not possible to evacuate to a safe distance, people should seek fire-resisting shelter rather than remain in the open.

Division 1.4 Explosives

Division 1.4 explosives if initiated give rise to a serious but localised fire. The normal emergency procedures for fires in the port should therefore be implemented.

Division 1.6 Explosives

Division 1.6 explosives are most unlikely to be initiated or propagated accidentally. The main hazard from them is thermal radiation. For emergency procedure purposes they should be treated as division 1.3 explosives.

ACCESS TO BERTHS

It is essential that adequate means of escape from explosives berths and access for emergency services are maintained at all times when explosives are present. While the most likely site of an incident will be at the explosives berth, an accident could occur to a vehicle or vessel going to or from the berth.

EMERGENCY INFORMATION

If an incident occurs, it is essential that the emergency services are informed of relevant hazards without delay and the emergency plan is activated rapidly.

The designated Explosive Safety Security Officer must therefore notify the master of any explosives ship of the emergency arrangements at the berth as soon as practicable after the ship has berthed. The master must be given written details of how to call the emergency services. It is also necessary to ensure there is no scope for confusion due to language difficulties.

The designated Explosive Safety Security Officer should ensure that information is immediately available to the emergency services on the identity, quantity and location of all explosives on a berth. Similar information should also be available on any other dangerous substances present on the berth.

C OPERATIONAL BERTH

INTRODUCTION

The Ministry of Defence (MOD) has decided that Operational Berth facilities are required at Portland Port. The provision of Operational Berth facilities indicates the intention to berth Nuclear Powered Warship (NPW) in the port.

BERTH

The berth selected for the provision of Operational Berth facilities is the Deep Water Berth on Coaling Pier. This shall be the only approved berth for these vessels in Portland Port.

PLANS

The MOD goes to great lengths to ensure that all that can be done to ensure the safety of such visits and to keep the local population informed. To this end, three plans will cover such visits:

SITE SPECIFIC OPERATORS EMERGENCY PLAN (SSOEP) - This is made by the Royal Navy and covers all actions to be taken in the event of an emergency by the crew of the submarine and by other specially trained MOD employees.

PORTLAND PORT OFF-SITE REACTOR EMERGENCY PLAN (PPOSREP) - This is made by the Dorset County Council Emergency Planning Group and will deal with actions to be taken in the area outside of Portland Port. This includes the emergency services and the local population.

See [Portland Port Off-Site Reactor Emergency Plan](#)

PORTLAND PORT EMERGENCY PLAN - This plan is made by Portland Port Limited. This forms an integral part of the Portland Port Emergency Plan and covers the actions to be taken inside the port in support of all other parties' efforts and in support of the continuity of all other port operations.

The actions detailed in the main body of the Portland Port Emergency Plan are not affected by this document. In the event of any emergency inside the port, actions in sections 4 and 5 of the Emergency Plan are always to be activated.

NUCLEAR ACCIDENT CONTERMEASURE PLANNING ZONES

In the unlikely event of a nuclear accident at an Operational Berth, the above plans will be instigated by the NPW itself (see: Part 2 para.24 - Communications and Alerting Procedures, Portland Port Off-Site Reactor Emergency Plan).

The overall response to the emergency is dealt with in the above plans. From here on, this document deals only with matters that directly affect the area inside Portland Port.

a. The Exclusion Zone (EZ)

An exclusion zone will be established at all times when a nuclear-powered warship is alongside: the Exclusion Zone is defined as the vessel itself.

The Royal Navy will be responsible for establishing the Exclusion Zone and managing the Health and Safety of all personnel (service and civilian) inside it.

b. Exclusion Zone Reception Centre (EZRC)

A reception centre is provided for all those being evacuated from the EZ. In the event of a radiation emergency, the EZRC will be situated in the Landside Workshop, at the rear of the QHM building. During an NPW visit the EZRC will be located on the Block Paved Area, to the North of the Marine Workshops. It will be manned by trained personnel from the Royal Navy and a Royal Naval Officer will be in charge of the EZRC. The EZRC also forms the entry and exit point for all teams entering the EZ post incident.

c. Operational Command Centre (OCC)

The OCC will be set up within the Portland Port Main Port Control Offices. It will be manned by the MOD Ashore Incident Commander, Technical Advisors, a Health Physics Assistant, and the Portland Port Incident Officer.

d. The Automatic Countermeasures Zone

The Automatic Countermeasures Zone (ACMZ) is a circular zone radiating 400 metres from the NPW in all directions. During any visit of a Nuclear-Powered Warship, all personnel entering the ACMZ but not proceeding to the EZ will be required to know what to do in the event of an alarm.

All personnel inside the ACMZ when an alarm is sounded are to evacuate to the EZRC and report to the Officer in Charge.

ACTIONS BY PORTLAND PORT PERSONNEL

In the event of an incident during the visit of an NPW, the alarm will be raised by any one of the following:

- a. The emergency klaxon of the NPW being sounded;
- b. The alarm being raised via VHF channel 74;
- c. Telephone call to the port office.

The person taking the alarm call is to activate Section 4 of the Portland Port Emergency Plan (Initial Action).

Once it is ascertained that the emergency involves an NPW, the Operations Plan and the Dorset County Council [Off-Site Plan](#) are to take priority; the following specific actions are required from Portland Port personnel:

The Harbour Master or the appointed deputy is to assume the role of Portland Port Incident Officer and co-ordinate all PPL actions from the Incident Room.

The Landside Services Manager is to supervise the placing of road blocks at the western end of the bridge onto Coaling Pier, or at the western end of the Inner Breakwater top and bottom roads to set up the boundary for the Automatic Countermeasures Zone (ACMZ).

The Senior Manager present is to supervise the evacuation of all personnel from inside the ACMZ to the EZRC and to restrict to an absolute minimum the number of personnel allowed into the zone.