



SOHAR ANTI-HAZARDOUS TRAFFIC POLICY & PROCEDURE

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1. Policy

This document comprises the anti-hazardous traffic policy for SOHAR Port concession area (the 'SOHAR Port area'):

1.1 Law

The traffic law of Oman is applicable in the SOHAR Port area.

1.2 Legitimacy

1.2.1 According to the Ministry of Legal Affairs, this policy and procedure is legitimate under 'Schedule 6' and 'Schedule 7' of the CONCESSION AGREEMENT relating to SOHAR Port and Freezone dated 23rd July 2002. Indeed, SOHAR Port and Freezone is obligated to produce a traffic policy and procedure for the SOHAR Port area.

1.2.2 Furthermore, the ROP has been informed of the policy and procedure and has no objection.

1.3 Exemptions

ROP OGIS, ROP Civil Defence, and SOHAR Port SSS and Security Department patrols and personnel are exempt from this policy in the course of their duties.

1.1 Speed Limit

The speed limit for all vehicles in the SOHAR Port area will be 70 km/hr.

1.2 Signboards

Signboards on which the anti-hazardous traffic policy of the Port is clearly stated will be posted at the accesses to the SOHAR Port area and at the main gates of the Port.

1.3 'The Patrol'

1.3.1 Uniformed patrollers driving in marked vehicles (the Patrol) that are contracted or employed by SOHAR will enforce this policy.

1.3.2 However, the Patrol may from time to time comprise uniformed patrollers driving in un-marked vehicles.

1.3.3 The Patrol will be equipped with video cameras and radar guns with which to record offences. Such equipment will be acquired new, will be of the highest international standards, and will be formally maintained with records to ensure integrity of calibration.

1.4. Enforcement

1.4.1 Enforcement of the policy will comprise a procedure through which offenders are (a) stopped and notified of their infringement by the Patrol employed by SOHAR; (b) subsequently, the tenant responsible for the presence of the offender in the SOHAR Port area will be formally notified of the offence; and (c) the tenant will then deduct an administrative charge from the regular remuneration of the offender within 30 days of the offence.

- 1.4.2 It is the responsibility of tenants to notify visitors of this policy and procedures. Visitors who offend cannot be charged by the tenants responsible for the presence of these visitors in the SOHAR Port area.
- 1.4.3 Tenants will be sent an invoice by SOHAR at the end of each month for charges incurred by employees and visitors that month. This invoice must be paid by the tenant within 30 days of receipt. If the invoice is not paid, a charge of 10% of the invoice will be incurred and included in the next invoice that is resent to the tenant the following month.
- 1.4.4 Following the first offence, the offender will be charged OMR 10.
- 1.4.5 Following the second offence, the offender will be notified that they are not permitted to drive a vehicle inside the Port area for 3 months and the offender will be charged OMR 20.
- 1.4.6 Following the third offence, the offender will be notified that they are not permitted to drive a vehicle inside the port area for 6 months and the offender will be charged OMR 40.
- 1.4.7 If any offender is caught driving in the SOHAR Port area during the period that they have been restricted from driving, the offender will be notified that they are not permitted to enter the Port again.
- 1.4.8 Offenders' details will be kept on record in the "SOHAR Port Anti-Hazardous Traffic Offence" database for 1 year from the date of the last offence committed and then deleted after such time.
- 1.4.9 All personnel who work inside or visit the Port are reminded that they must show their Port Identification Cards (PIC) to the ROP at the gate.
- 1.4.10 The Patrol or the ROP has the right to stop all personnel in the Port and request that personnel show their identification.
- 1.4.11 The ROP may take legal action against any offender.

1.5 Appeals

If offenders disagree with being charged for an offence, offenders have the right to appeal to their employers.

1.6 Reporting

According to the Rules & Regulations of SOHAR, all tenants are obliged to report any and all traffic incidents and collisions that involve their employees, contractors, or visitors.

1.7. Review

This policy and procedure will be reviewed every two years. Accordingly, the next date for review is April 16, 2014. However, given demand by the majority of tenants, Soharlinks and the SOHAR HSSE Committee reserve the right to review this policy and procedure at any time.

2. PROCEDURE

The following comprises the anti-hazardous traffic procedure to enforce the policy:

2.1 Recording the Offence

As an offence is being committed, the Patrol will record the offence with the video camera and radar gun.



2.2 Stopping the Offender's Vehicle

- 2.2.1 Once the offence has been adequately recorded, the Patrol will signal to the offender that the offender must stop their vehicle. The signal will comprise of the Patrol vehicle following the offender's vehicle with the Patrol vehicle's warning light and siren operating.
- 2.2.2 If the vehicle does not stop immediately, the Patrol will follow the offender's vehicle until it stops or attempts to exit the Port.
- 2.2.3 Once the offender's vehicle has stopped on the shoulder of the road, the Patrol will stop behind the offender's vehicle. The Patrol officer will exit the Patrol vehicle and approach the offender's vehicle.
- 2.2.4 Upon reaching the offender's vehicle, the Patrol officer will signal to the offending driver to open his vehicle window.

2.3 Recording the Offender's Details

- 2.3.1 Once the offender has opened his window, the Patrol officer will politely and firmly explain to the offender that the offender has committed a hazardous traffic offence, which has been recorded by the Patrol.
- 2.3.2 The officer will then request that the offender states his/her full name and gives his/her PIC to the officer.
- 2.3.3 The officer will also note the registration number, make, model, and color of the offender's vehicle. Once these data have been provided, the Patrol officer will immediately complete an SOHAR Port Anti-Hazardous Traffic Offence form with these data and the Patrol officer will immediately give one copy of the form to the offender.
- 2.3.4 The officer will then contact the SOHAR Security Officer/ Supervisor to request that they check on the SOHAR Port Anti-Hazardous Traffic Offence database whether the offender has previously committed traffic offences.
- 2.3.5 If the offender has not committed an offence previously or has committed one offence, read 2.4. If the offender has already committed two offences, read 2.5.

2.4 Explanation to the Offender

- 2.4.1 The officer will then explain to the offender that one copy of the form will be given to the offender's CEO and one copy will be given to SOHAR
- 2.4.2 The officer will explain that personnel who are recorded committing traffic offences in SOHAR area for the first time will incur an OMR 10 administrative charge from their employer.
- 2.4.3 The officer will explain that personnel who are recorded committing traffic offences in SOHAR area for the second time will incur an OMR 20 administrative charge from their employer and will not be permitted to drive a vehicle in the Port area for 3 months from the time of the second offence.
- 2.4.4 The officer will explain that personnel who are recorded committing traffic offences in SOHAR Port area 3 times will incur an OMR 40 administrative charge from their employer and will not be permitted to drive a vehicle in the port area for 6 months from the time of the third offence.
- 2.4.5 The officer will explain that an offender who is caught driving in the SOHAR Port area during the period that they have been restricted from driving will be notified that they are not permitted to enter the Port again.



- 2.4.6 The officer will explain that if the offender disagrees with being charged, offenders have the right to appeal to their employers.
- 2.4.7 The officer will explain that the offender can collect their PIC from the SOHAR Security Department the next day and the officer will give the offender a receipt for the card.
- 2.4.8 The Patrol officer will finally thank the offender for his/her cooperation and return to the Patrol vehicle.
- 2.4.9 The Patrol at the end of its shift will return to the SOHAR office and deliver the confiscated PIC and copies of the form to the SOHAR Security Supervisor.
- 2.4.10 The PIC will be marked so that it can be recognized that the owner of the PIC has committed an offence.
- 2.4.11 The SOHAR Security Supervisor will then instruct the Patrol to deliver one of the remaining two copies of the form to the CEO of the organisation responsible for the offender.
- 2.4.12 All visitors and contractors who have been authorised to visit or work in the Port by a company in the Port are the responsibility of that company. As such, visitors who do not comply will be treated in the same way as any employee of the Port.

2.5. The Third Offence

- 2.5.1 Continued from 2.3.5.
- 2.5.2 The officer will explain to the offender that one copy of the form will be given to the offender's CEO and one copy will be given to SOHAR Security Department.
- 2.5.3 The officer will explain to the offender that the offence will be recorded, noting that the offender previously committed two traffic offences in the SOHAR Port area and that this is the third offence.
- 2.5.4 The officer will explain that personnel who are recorded committing traffic offences in SOHAR Port area three times will incur an OMR 40 administrative charge from their employer and will not be permitted to drive a vehicle in the port area for 6 months from the time of the third offence.
- 2.5.5 The officer will explain that an offender who is caught driving in the SOHAR Port area during the period that they have been restricted from driving will be notified that they are not permitted to enter the Port again.
- 2.5.6 The officer will explain that if the offender disagrees with being charged, offenders have the right to appeal to their employers.
- 2.5.7 The officer will explain that the offender can collect their PIC from the SOHAR Security Department the next day and the officer will give the offender a receipt for the card.
- 2.5.8 The Patrol officer will continue to explain that the offender must leave the Port immediately and that the Patrol will escort the offender out of the Port.
- 2.5.9 The Patrol officer will thank the offender for his/her cooperation and return to the Patrol vehicle.
- 2.5.10 Once the offender has driven away from the scene, the Patrol will follow the offender's vehicle until it exits the port to ensure such exit.
- 2.5.11 The Patrol at the end of its shift will return to the SOHAR office and deliver the confiscated PIC and copies of the form to the SOHAR Security Supervisor.
- 2.5.12 The PIC will be marked so that it can be recognized that the owner of the PIC has committed an offence.



2.5.13 The SOHAR Security Supervisor will then instruct the Patrol to deliver one of the remaining two copies of the form to the CEO of the organisation that is responsible for the offender.

2.5.14 All visitors and contractors who have been authorised to visit or work in the Port by a company in the Port are the responsibility of that company. As such, visitors who do not comply will be treated in the same way as any employee of the Port.

End