

TERMINAL OPERATION PROCEDURES

1 ARRIVE AT IN-GATE

- 1 Scan GPA badge.
 - If gate arm does not open, press button for port police.
- 2 Stop at pedestal.
 - Press call button for clerk.
 - Give clerk tag & pin.
- 3 Ticket will be processed.
 - Take ticket & proceed to canopy.
 - If issue arises, take ticket to trouble kiosk.
- 4 Open container doors to verify container is empty.
 - Clerk will provide ticket with drop-off location.

2 UNLOCK ZONE

- 1 Unlock Pins Prior to Arriving at Assigned Bay Area.
 - If not dropping, ensure pins in proper position for mounting pickup container.
- 2 Maintain lanes.
- 3 Do not park behind lifts.

3 PICKUP/DROP-OFF

- 1 Navigate to assigned bay.
 - Bay number on asphalt.
- 2 Pick-Up / Drop-Offs
 - Pick-up: Stop short of assigned bay. Wait for operator to retrieve requested container. Listen for horn instruction.
 - Drop-off: Center chassis in the assigned bay.
- 5 Horn meanings.
 - 1 = Pull forward.
 - 2 = Reverse.
 - 1 Honk to follow signaling good position.

4 SAFETY ZONE

- 1 Navigate to safety zone & lock pins.
- 2 Place small garbage, seals, & zip ties in garbage bins.

5 REJECT AREA

- 1 Truckers seeking to reject a container should meet ILA & GPA clerks at back of 733.
- 2 ILA clerk will determine if container has minor or major damage.
- 3 GPA clerk will assign trucker a location to send the container & give a new location to pick up a container once the damaged one is dropped off.
- 4 If no clerks are present **after hours**, a sign will inform truckers where to take 40' & 20' containers.

6 OUT-GATE

- 1 Go through radiation portals & stop under canopy.
- 2 Give your pickup ticket to the clerk.
 - They will verify container & chassis.
- 3 Your new ticket will be printed (EIR ticket to exit).
 - Check this has the correct container number attached.
- 4 Proceed to Port Police & show them your ticket to exit the terminal.

TERMINAL SAFETY

- Hi-Visibility safety vest & closed toe safety shoes required on terminal.
- Obey all terminal signage.
- 25 mph speed limit on terminal.
- Do not drive under suspended loads.
- Do not park behind empty handlers.
- Do not park on backside of stacks (no parking zones).
- No driving through the stacks.
- Obey GPA direction when arriving to assigned bay number.
 - Horn Meanings
 - 1 = Pull Forward
 - 2 = Reverse
 - 1 Honk to Follow Signaling Good Position
 - Encouraged to Have Windows Cracked to Hear Horns.
 - Follow all Foremen Request
- When asked to pull forward, you will not be losing your place in line.
- Stay in lane unless your bay is open.
- No firearms on terminal.

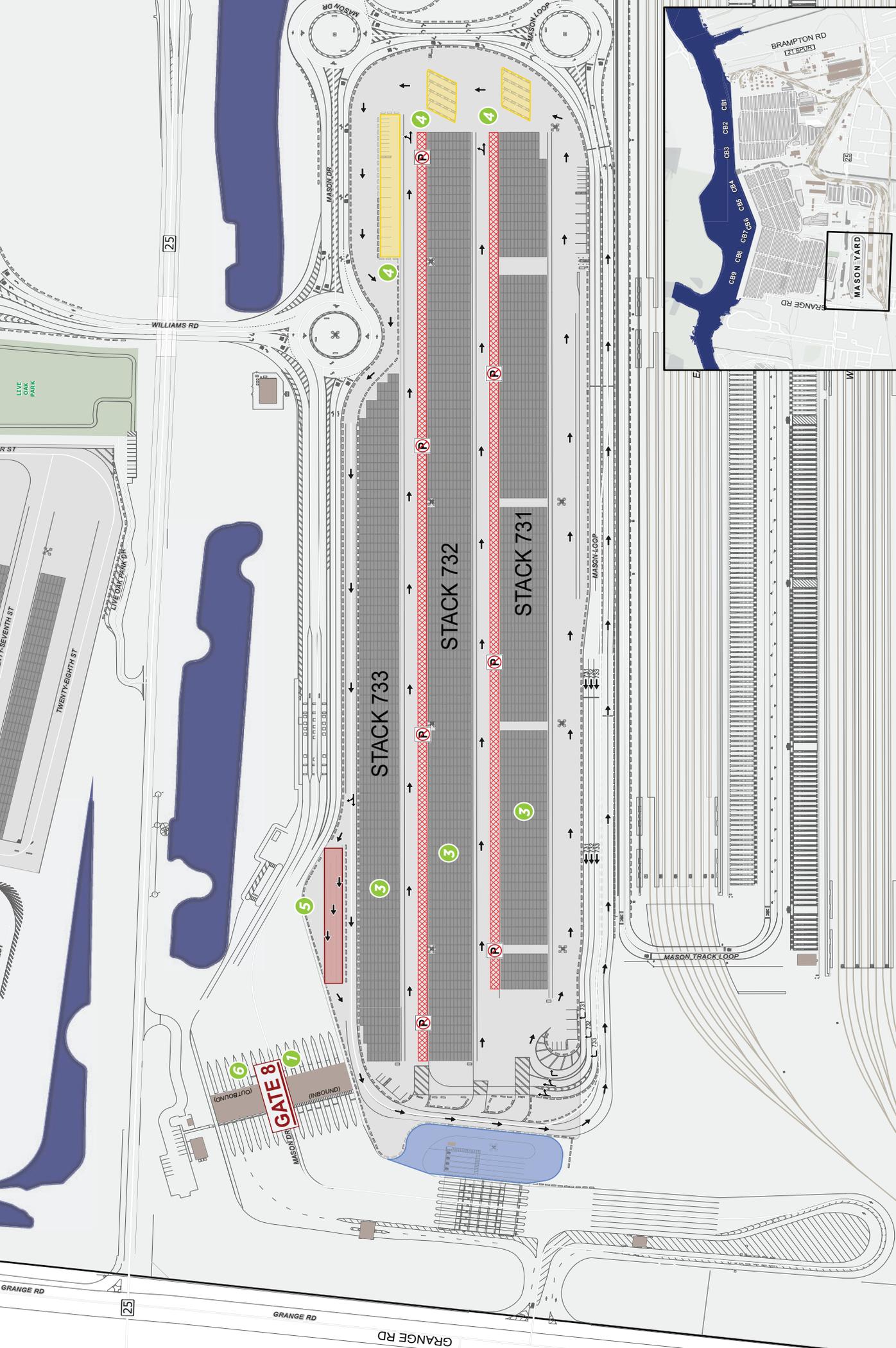
GATE HOURS

MONDAY - FRIDAY
4AM TO 6PM

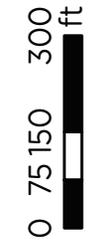
SATURDAY
8AM TO 5PM

*Last truck to in-gate is 1 hour prior to gate closure.





- REJECT ZONE
- NO PARKING ZONE
- SAFETY ZONE
- TROUBLE AREA



Mason Empty Yard
 912.963.5526
MasonMegaRail.com

