



R U L E S
for pedestrian,
material and vehicle traffic
in the NAFTOPORT Port Facility area

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Chapter I

Legal basis for development of these rules

1. Act on protection of persons and property adopted on 22nd August 1997 (Journal of Laws No. 114, pos. 740 as amended).
2. Act on security of maritime traffic and sea ports adopted on 4th September 2008 (Journal of Laws dated 23rd September 2008).
3. Act on crisis management adopted on 26th April 2007 (Journal of Laws 2007 No. 89 pos. 590).
4. Data protection Act adopted on 29th August 1997 (Journal of Laws 2014 pos. 1182).
5. Resolution of the Council of Ministers adopted on 15th April 2011 on methods and means of control in security of maritime traffic and sea ports (Journal of Laws No. 93 pos. 539).
6. National Programme for Protection of Critical Infrastructure (Art. 5b section 1 of the Act on crisis management).
7. The NAFTOPORT Port Facility ISPS Security Plan (approved by the Director of the Maritime Office in Gdynia on 05.12.2012).
8. Rules for pedestrian, material and vehicle traffic in the port areas of the Port of Gdansk Authority SA (approved by the Authority on 19.05.2014, edition 2014).

Chapter II

Territory of application

“Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility in Gdansk area”, hereinafter referred to as “Rules” apply to the part of the Port of Gdansk area occupied by the Naftoport Ltd Oil Terminal.

The NAFTOPORT Port Facility (hereinafter referred to as NAFTOPORT PF), presented on map in Appendix No. 1, includes:

- Naftoport Ltd Oil Terminal, i.e. the entire area from entrance through Post K1, along with berths, office and workshop premises and internal roads,

- The Naftoport Ltd office located in the Port of Gdansk Authority SA building at 1, Poinca Str.,
- The NAFTOPORT PF safety zone, i.e. reservoir located around the Naftoport Ltd, limited from one side with jetty at Post K1, and beach behind the DCT PF (DCT Container terminal), pursuant to the decision of the Maritime Office in Gdynia.

On the land area adjacent to the NAFTOPORT PF, including at Capt. Poinca Str. between Post K0 and Post K1, and the area around the Port of Gdansk Authority SA office building at 1, Poinca Str. the valid code is "Rules for pedestrian, vehicle and material traffic by Port of Gdansk Authority SA." The Port of Gdansk Authority SA passes (sample enclosed in Appendix No. 7 to the Rules) entitle to enter through Post K0 and M2, and do not entitle to enter the Naftoport PF guarded area without separately granted authorisations in accordance with principles specified thereafter. Provisions of both codes regarding common section of the area are arranged with the Port of Gdansk Authority SA Security Office.

All persons staying inside the NAFTOPORT PF area are obliged to respect provisions of the herein Rules.

Chapter III

Definitions and key names

1. **Port of Gdansk Authority SA port area** – area of the Sea Port in Gdansk being held in perpetual usufruct by the Port of Gdansk Authority SA.
2. **NAFTOPORT Port Facility** (hereinafter referred to as NAFTOPORT PF) – area separated out of the Port of Gdansk Authority SA port areas along with adjacent quays and elements of port infrastructure, approved accordingly by the Maritime Office in Gdynia with "NAFTOPORT Port Facility Security Plan" for security management and implementation of provisions of the International Ship and Port Facility Security Code (hereinafter referred to as "ISPS code").
3. **Naftoport Ltd Oil Terminal Manager** (hereinafter referred to as Oil Terminal Manager) – gives consent to enter the Naftoport Oil Terminal limited access zone, deliveries onto ships and performance of works in the Terminal area.
4. **Naftoport Ltd Operations Department Duty Officer** (hereinafter referred to as Operations Duty Officer) – fills in for the Oil Terminal Manager during his absence, has authorisations as specified in item 3 in this Chapter of the herein Rules.
5. **Naftoport Ltd Liquid Fuel Handling Terminal** – specially protected area, hereinafter referred to as Naftoport Liquid Fuel Terminal.

6. **Guarded area** – port area of Port of Gdansk Authority SA or NAFTOPORT PF which is under protection in accordance with principles defined in regulations listed in the corresponding chapter of the Rules.
7. **NAFTOPORT PF Duty Security Officer** – Naftoport Security guard assuming duties of the security shift manager for all security guards on acting at NAFTOPORT PF.
8. **Physical security** – set of activities implemented by specialized security services and through technical systems controlled by NAFTOPORT PF Security Officer.
9. **Naftoport Security service** – Naftoport Ltd security department managed by NAFTOPORT PF Security Officer, being in charge of providing physical security within the NAFTOPORT PF area.
10. **Port security unit** – specialized armed security formation implementing security assignments within both the NAFTOPORT PF and the Port of Gdansk Authority SA port areas.
11. **NAFTOPORT PF Pass Office** – a cell within Naftoport Security division appointed to issue permanent and temporary personal passes and authorisations to drive car/vehicle according to provisions of the Rules. Handles single-visit passes (guests) and deliveries inside the Naftoport Ltd area.
12. **Single-visit pass issuance points** – points located at guarding posts K0 and M2, controlling entrance to (or exit from) the Port of Gdansk Authority SA port area or at Pass Office handling entrance to the NAFTOPORT PF area. Posts K0 and M2 only issue single-visit passes, check permanent and temporary passes and handle deliveries incoming to locations within the Port of Gdansk Authority SA guarded area – beyond the NAFTOPORT PF area (e.g. deliveries for WUŻ Gdansk tugs or SOPG fire fighting ships).
13. **Main gate** – entrance gate to the Naftoport Oil Terminal area, located by the Pass Office and Post K1.

Chapter IV

General principles

1. Right to stay in the NAFTOPORT PF port areas is granted only to persons or vehicles holding corresponding authorisations specified by the herein Rules. Additionally in the Port of Gdansk Authority SA guarded area located around the NAFTOPORT PF area, covered by Post K0 and M2, passes issued by the Port of Gdansk Authority SA are also valid.

2. The NAFTOPORT PF area is covered by the Access Control System (ACS).
3. The Port of Gdansk Authority SA passes entitle only the Port of Gdansk Authority SA employees to access the NAFTOPORT PF area provided these are electronic ACS cards (sample to be found in Appendix No. 7 to the Rules). Authorisations shall be granted by the Naftoport PF Pass Office once the application (sample is Appendix 4 to the Rules) is submitted and authorisations are granted by the NAFTOPORT PF Pass Office.
4. Staying in the NAFTOPORT PF guarded area is permitted only for persons/vehicles:
 - holding documents specified herein,
 - given consent in writing and in special cases (failure) – verbally, by **a NAFTOPORT authorised representative**. Special cases regard entry of service staff and rescue services as well as deliveries in an emergency situation,
 - once given a “GUEST” or “GUEST special” pass.
5. In order to be given a permanent employee pass or a permanent and temporary contractor pass entitling to circulate within the Naftoport Oil Terminal area, an actual proof for completing additional fire training is required.
6. For holders of “GUEST” or “GUEST special” single-visit passes, staying and circulating around the Naftoport Oil Terminal is possible only if accompanied by persons holding permanent guardian passes (marked with T), except for items in Chapter VIII, i.e. 1.12, 2.13 and 3.14.
7. Entering the NAFTOPORT PF or the Port of Gdansk Authority SA port area and leaving these areas is allowed exclusively through gates operating the pedestrian and vehicle traffic upon presentation of valid passes to security guards.
8. Due to safety reasons the pedestrian and vehicle traffic in the Naftoport Oil Terminal area is limited to the minimum necessary. Persons/vehicles circulating in the port guarded areas should strictly follow the safety rules resulting from traffic, fire, work and occupational and environmental protection provisions specified in the Rules and the Oil Terminal Regulations.
9. Access to NAFTOPORT PF for authorised persons may be limited in cases specified in the Act on security of maritime traffic and sea ports or in cases foreseen in NAFTOPORT Port Facility ISPS Security Plan.
10. The NAFTOPORT PF security guards and Posts K0, K1, M2 guards are entitled to:
 - a. check authorisations to stay inside the NAFTOPORT FP area or the Port of Gdansk Authority SA port area,

- b. check the identity documents of persons entering and leaving the NAFTOPORT PF or the Port of Gdansk Authority SA port areas if:
 - it is necessary to confirm authorisations to stay inside the NAFTOPORT FP area or the Port of Gdansk Authority SA port area,
 - it is necessary to apprehend a person breaching principles of physical safety, legal provisions or rules defined herein,
 - c. inspect persons and means of transport in order to check whether goods, equipment and materials are being taken away in a legal manner,
 - d. inspect persons and means of transport in detail in order to prevent materials and items, able to pose a threat to life and property or able to be useful to pose such threat, from being brought into the port facility – pursuant to Regulation of the Council of Ministers adopted on 15th April 2011 on methods and means of control in security of maritime traffic and sea ports,
 - e. provide breathalyser control in the NAFTOPORT PF area,
 - f. refuse to let in a person who fails to submit to the inspections defined in item 10, in sub-items (a)-(e), in this Chapter of the Rules,
 - g. take away from the NAFTOPORT PF area or the Port of Gdansk Authority SA area persons who break public peace, fail to respect provisions of the Upbringing in Sobriety and Alcoholism Prevention Act, and pose danger to other persons and property or grossly breach requirements of these Rules or other port-related provisions,
 - h. apprehend persons in the below described circumstances (pursuant to Act on protection of persons and property adopted on 22nd August 1997) in order to transfer them to authorities responsible for prosecuting crimes and offences, i.e.:
 - persons creating imminent threat to health and life of the employed in the port areas or security guards,
 - persons creating imminent threat to property under security,
 - persons caught on theft or devastation of the port property,
 - persons grossly disturbing public peace and order,
 - i. withhold the issued passes if these have been used improperly, are outdated and have been torn so that records are illegible.
11. In case of withdrawing a pass from a person who has grossly breached provisions of the Rules or other regulations applicable in the port area, the security service shall prevent such person from entering the NAFTOPORT PF area or the Port of Gdansk Authority SA area. The pass can be returned if the employer of such person submits an application in writing.
12. Cases of violating road traffic, parking and stopping rules in places not complying with fire or security regulations **should be immediately reported to Duty Security Officer (phone extension +48 343 7442 or +48 508 037 220).**

13. All persons circulating in the Naftoport Oil Terminal NAFTOPORT Port Facility area are obliged to hold and keep personal passes well visible.
14. Photographing, preparing sketches, drawings and management plans as well as filming within the Naftoport Oil Terminal area may only take place on the Oil Terminal Manager's permission. The permission on photographing or filming should be reported to NAFTOPORT PF Duty Security Officer prior to approaching (**phone +48 343 7442 or +48 508 037 220**) providing time, place and full name of person taking pictures/filming.
15. Tours of the NAFTOPORT PF area are possible only on basis of an application in writing (fax, e-mail) submitted at the Naftoport Board Office. The application should include information regarding:
 - planned tour date,
 - guardian or person responsible for visitor group,
 - data regarding driver and vehicle (photocopy of vehicle registration document, photocopy of third party insurance and registration number),The application should have a list of participants' names enclosed. Once the application with documentation is approved, it is then delivered to the NAFTOPORT PF Pass Office. Each tour is supervised by Duty Security Officer or an assigned guard.
16. Touring is possible only with a guide – a guardian from Naftoport Ltd in accordance with the set route. For touring the Naftoport Oil Terminal, the Oil Terminal Manager appoints a guardian and sets the route on arrangements with the NAFTOPORT PF Security Officer.
17. Persons **under 18** are not allowed to circulate within the NAFTOPORT PF area without supervision of an authorised adult.
18. It is forbidden to use the pass belonging to any other person. It is forbidden to lend own pass to any other person. If the above rules are not observed, the authorisation to access the NAFTOPORT PF area shall be cancelled.
19. For repair or investment works within the Oil Terminal it is possible to arrange other authorisation to access than provided in the Rules.

Chapter V

Access Control System (ACS)

1. Authorisations to access marked-off zones are entered on permanent, temporary passes according to the approved application, and on “GUEST” or “GUEST special” single-visit passes (the access is regulated by other provisions) by the Pass Office Officer (Access Control System Expert).

2. There are the following three access zones in the NAFTOPORT PF area:
 - **office part with the Naftoport Oil Terminal parking** – available to holders of all NAFTOPORT PF passes, who are granted permission to work in or enter the Naftoport Oil Terminal area;
 - **jetties and berths** – in the Naftoport Oil Terminal area, **limited access zone**, access only if respective authorisations are granted;
 - **Naftoport Board office part, limited access zone**, access only if respective authorisations are granted.

Chapter VI

Documents entitling persons to stay within the NAFTOPORT Port Facility guarded area

1. Documents entitling persons to stay within the NAFTOPORT Port Facility guarded port area are as follows:
 - a. permanent employee pass,
 - b. permanent contractor pass,
 - c. temporary contractor pass,
 - d. “GUEST” or “GUEST special” pass,
 - e. valid passenger's travel document along with identity document and a visa – if required,
 - f. identity document of crew member and mustered or off-signed seafarer, entered into the muster list signed by the master of the vessel moored at the NAFTOPORT PF quay,
 - g. valid ID card of government services employees performing their duties in the Naftoport PF area. Access by government services employees is regulated by separate provisions..
2. Entry to the NAFTOPORT PF area by persons mentioned in Chapter VI, item 1, sub-item (e)-(f) is possible only with a guardian appointed by the Oil Terminal Manager or Duty Maintenance Officer.
3. For representatives of services specified in item 1, sub-item (g) entry is possible on basis of separate NAFTOPORT PF security provisions.
4. Border Guard or Customs Service officers performing their duties regarding servicing of oil tankers have right to enter the area without a guardian upon presentation of their ID cards.
5. For conducting a rescue operation, providing assistance or removing a technical problem the right to enter the NAFTOPORT PF area without the need of presenting any documents is granted to the State Fire Brigade, Police, Border Guard officers and members of Emergency Medical Service.

6. Documents listed in item 1, sub-item (e) and (f) in this chapter entitle a crew member or a passenger to enter the facility area and a jetty (limited access zone) at which their vessel is moored. Naftoport Ltd is responsible for supervising the transport to a jetty

Chapter VII

NAFTOPORT PF Pass Office

1. The Pass Office issues permanent employee passes, permanent contractor passes, temporary contractor passes, "GUEST" or "GUEST special" passes and enters the granted authorisations to enter by a car into the area covered by the electronic Access Control System (ACS).
2. The Pass Office is **open from Monday to Saturday from 6:00 a.m. to 8:00 p.m.** The Office is closed on Sundays and public holidays. In justified cases the Pass Office can be opened at night and on public holidays upon the NAFTOPORT PF Security Officer's order.
3. Submission of applications for permanent and temporary passes and reception of passes takes place at the Pass Office only **from 8:00 a.m. to 2:00 p.m. on working days.**

Chapter VIII

Rules and manners for issuance of passes

Samples of passes, which are valid at the NAFTOPORT PF area, are enclosed in Appendix No. 2 and No. 3 to herein document.

§ 1

1. Issuance of permanent employee passes.
 - 1.1. Permanent employee pass is an individual electronic access card operating exclusively within the NAFTOPORT PF ACS. Each pass holds its own individual number and has a Naftoport Ltd employee's image, alongside with his full name.
 - 1.2. The following persons are entitled to hold permanent employee passes:
 - Naftoport Ltd employees.
 - 1.3. Issuance of permanent employee passes takes place on basis of a submitted application for issuance of pass in writing. The sample application is specified in Appendix No. 4 to this document.

- 1.4. The application for pass should include the following data:
 - applicant's header stamp with Tax Identification Number (NIP), REGON Number and company's address,
 - full name,
 - name of the father,
 - date of birth,
 - home address,
 - number and series of personal ID card or number and series of passport,
 - indication of port facility zones, which the issued pass shall provide access to,
 - pass validity period, 1 year maximum,
 - applied additional authorisations, e.g. entry of vehicle, guardian's authorisations,
 - justification of the need to have a pass,
 - signature of the applicable person – with indication on expressing consent to processing personal data – pursuant to Data Protection Act adopted on 29th August 1997.
 - date of fire training completion for Naftoport Oil Terminal confirmed by an authorised person from State Fire Brigade “Florian” or by Naftoport Ltd fire supervision inspector,
 - signature and professional stamp of human resources manager representing the applicant for issuance of pass..
- 1.5. In order to obtain authorisations to enter the NAFTOPORT PF area by a car, a separate item “I apply for authorisation to enter the Oil Terminal area for the following vehicles” should be completed in the application for issuance of pass. The following data should be provided:
 - make and model of vehicle,
 - registration number,
 - MOT validity date,
 - third party insurance validity date,
 - class of vehicle,
 - type of vehicle,
 - name of vehicle owner and user
- 1.6. Filled in, complete, legible application shall be submitted by an employee or a Human Resources Specialist at the Pass Office.
- 1.7. Once approved the applications are transferred to the Pass Office for pass production and issuance to employees. Employee confirms pass reception in the ACS pass logbook kept at the Pass Office.

- 1.8. Permanent employee passes are issued for the entire employment period. These cease to be valid by the end of January the next calendar year or on date of discontinuation/termination of employment..
- 1.9. Authorisations are granted again for the next year for the issued pass by the Pass Office on arrangements with a human resources manager. The granted authorisations are renewed on basis of an **aggregate application** prepared by a human resources manager – Appendix No. 5 to this document.
- 1.10. If a pass is damaged or malfunctions are found, the Pass Office shall recollect the defective card and produce and issue a duplicate.
- 1.11. **If the pass is lost the employee is obliged to immediately call Duty Security Officer (phone +48 343 7442 or 508 037 220).** The Pass Office shall cancel the lost pass, produce and issue a duplicate to the employee.
- 1.12. **If an employee forgot to take his permanent pass to the workplace, the Pass Office shall issue a “GUEST” pass (single-visit) and give the same authorisations as those covered by the permanent pass.**
- 1.13. Human resources manager is obliged to notice in writing (e-mail) the Pass Office and the NAFTOPORT PF Security Officer on discontinuation and termination of employment relationship with an employee.

§ 2

2. Issuance of permanent contractor passes.

- 2.1. Permanent contractor pass is an individual electronic access card operating exclusively within the NAFTOPORT PF ACS. Each pass holds its own individual number and has an employee's image, alongside with his full name and name of company.
- 2.2. The following persons are entitled to hold permanent contractor passes:
 - employees of external companies, rendering services and performing works, operating in the Naftoport Oil Terminal area on permanent basis,
 - employees of external companies related to uninterrupted port servicing and vessels serviced in the NAFTOPORT PF, including pilots, agents, drivers-suppliers, employees of Port of Gdansk Authority SA holding electronic passes,
 - employees of the North Port Ltd (operating only in the Naftoport Oil Terminal on permanent basis),
 - employees of the State Fire Brigade “Florian” (operating only in the Naftoport Oil Terminal on permanent basis),

- employees of the Port of Gdansk Security Guard (operating only in the Naftoport area, security and the shipboard personnel of fire vessels),
- employees of the AD Security and Rescue Agency (operating only in the Naftoport Oil Terminal area on permanent basis).

2.3. Issuance of permanent contractor passes takes place on basis of a submitted application for issuance of pass in writing. The sample application is specified in **Appendix No. 4** to this document.

2.4. The application for pass should include the following data:

- applicant's header stamp with Tax Identification Number (NIP), REGON Number and company's address,
- full name,
- name of the father,
- date of birth,
- home address,
- number and series of personal ID card or number and series of passport,
- indication of port facility zones, which the issued pass shall provide access to,
- pass validity period, 1 year maximum,
- applied additional authorisations, e.g. entry of vehicle, guardian's authorisations,
- justification of the need to have a pass,
- signature of the applicable person – with indication on expressing consent to processing personal data – pursuant to Data Protection Act adopted on 29th August 1997.
- date of fire training completion for Naftoport Oil Terminal confirmed by an authorised person from State Fire Brigade “Florian”,
- signature and professional stamp of human resources manager representing the applicant for issuance of pass,
- facial image of person, who the application applies to, with measurements: width - 3.5 cm, height - 4.5 cm.

2.5. In order to obtain authorisations to enter the NAFTOPORT PF area by a car, a separate item “I apply for authorisation to enter the Oil Terminal area for the following vehicles” should be completed in the application for issuance of pass. The following data should be provided:

- make and model of vehicle,
- registration number,
- MOT validity date,
- third party insurance validity date,
- class of vehicle,
- type of vehicle,

- name of vehicle owner and user.

- 2.6. Filled in, complete, legible application shall be submitted by an employee or a company's representative at the Pass Office.
- 2.7. Permanent contractor passes are issued **for a period from three months to one year**. These cease to be valid by the end of January the next calendar year or on date of discontinuation/termination of employment relationship with the employee or with the employing company.
- 2.8. Authorisations are granted again for the next year for the issued pass by the Pass Office on arrangements with an authorised member of the company's management or a contractor-relevant human resources manager. The granted authorisations are renewed on basis of an **aggregate application for company** which is enclosed in Appendix No. 5 to this document.
- 2.9. Applications are approved by the Oil Terminal Manager and the NAFTOPORT PF Security Officer. If they are absent, the applications are approved by persons performing their duties, appointed in this respect.
- 2.10. Once approved the applications are transferred to the Pass Office for pass production and issuance to the contractor's employee. Contractor's employee confirms pass reception in the ACS pass logbook kept at the Pass Office.
- 2.11. In case of pass damage, loss or malfunction the Pass Office shall recollect the defective card (if so) and produce and issue a duplicate. In case of a subsequent pass loss or damage within a year, the issuance of the other duplicate requires a fee of 100 PLN net to be transferred to the Naftoport bank account.
- 2.12. **If the pass is lost the employee is obliged to immediately call Duty Security Officer (phone +48 343 7442 or +48 508 037 220).** The Pass Office shall cancel the lost pass, produce and issue a duplicate to the employee.
- 2.13. **If an employee forgot to take his permanent contractor pass to the workplace, the Pass Office shall issue a "GUEST" pass (single-visit) and give the same authorisations as those covered by the permanent pass.**
- 2.14. In an employee's employment is terminated a human resources manager is obliged to notify in writing (e-mail) the Pass Office and the NAFTOPORT PF Security Officer on this.

- 2.15. All employees who completed their duties at company rendering services for Naftoport Ltd are obliged to return passes to the Pass Office.

§ 3

3. Issuance of temporary contractor passes.

- 3.1. Temporary contractor pass is an individual electronic access card operating exclusively within the NAFTOPORT PF ACS. Each pass holds its own individual number, alongside with full name of employee and name of company.
- 3.2. Each temporary contractor pass holder must also hold an identity document with image for the time of stay in the NAFTOPORT PF area.
- 3.3. The following persons are entitled to hold temporary contractor passes:
- employees of external companies, rendering services and performing works in the Naftoport Oil Terminal area **for a period from two days to three months**,
 - employees of external companies related to port servicing and vessels serviced in the NAFTOPORT PF, including pilots, agents, drivers-suppliers, if given a service order for a period **from two days to three months**.
- 3.4. Issuance of temporary contractor passes takes place on basis of a submitted application for issuance of pass in writing. The sample application is specified in **Appendix No. 4** to this document.
- 3.5. The application for pass should include the following data:
- applicant's header stamp with Tax Identification Number (NIP), REGON Number and company's address,
 - full name,
 - name of father,
 - date of birth,
 - home address,
 - number and series of personal ID card or number and series of passport,
 - indication of port facility zones, which the issued pass shall provide access to,
 - pass validity period, between two days and three months,
 - applied additional authorisations, e.g. entry of vehicle, guardian's authorisations,
 - justification of the need to have a pass,
 - signature of the applicable person – with indication on expressing consent to processing personal data – pursuant to Data Protection Act adopted on 29th August 1997.

- date of fire training completion for Naftoport Oil Terminal confirmed by an authorised person from State Fire Brigade “Florian”,
 - signature and professional stamp of human resources manager representing the applicant for issuance of pass.
- 3.6. In order to be granted authorisations to enter the NAFTOPORT PF area by a car, a separate item “I request for authorisation to enter the Oil Terminal area for the following vehicles” should be completed in the application for issuance of pass. The following data should be provided:
- make and model of vehicle,
 - registration number,
 - MOT validity date,
 - third party insurance validity date,
 - class of vehicle,
 - type of vehicle,
 - name of vehicle owner and user.
- 3.7. Filled in, complete, legible application shall be submitted by employee or contractor at the Pass Office.
- 3.8. Temporary contractor passes **are issued for a period from two working days to three months maximum**. These cease to be valid at the end of contract/order completion by the company or on date of discontinuation/termination of employment relationship with the employee or with employing company.
- 3.9. Authorisations for the next order shall be granted within a period of up to three months for the issued pass by the Pass Office on arrangements with an authorised member of the company's management or a contractor-relevant human resources manager. The granted authorisations are renewed on basis of an **aggregate application for company** which is enclosed in Appendix No. 5 to this document.
- 3.10. Applications are approved by the Oil Terminal Manager and the NAFTOPORT PF Security Officer. If they are absent, the applications are approved by persons performing their duties, appointed in this respect.
- 3.11. Once approved the applications are transferred to the Pass Office for pass production and issuance to the contractor's employee. Contractor's employee confirms pass reception in the ACS pass logbook kept at the Pass Office.
- 3.12. If pass is damaged, lost or fails to function, the Pass Office shall produce and issue a duplicate. In case of a subsequent pass loss or damage within

a year, the issuance of the other duplicate requires a fee of 100 PLN net to be transferred to the Naftoport bank account.

- 3.13. **If the pass is lost the employee is obliged to immediately call Duty Security Officer (phone +48 343 7442 or +48 508 037 220).** The Pass Office shall cancel the lost pass, produce and issue a duplicate to the employee.
- 3.14. **If an employee forgot to take his periodic contractor pass to the workplace, the Pass Office shall issue a “GUEST” (single-visit) pass and give the same authorisations as those covered by the permanent pass.**
- 3.15. If an employee's/contractor's employment is terminated the contractor is obliged to notice the Pass Office and the NAFTOPORT PF Security Officer on this in writing (e-mail).
- 3.16. All employees who completed their duties at company rendering services for Naftoport Ltd are obliged to return passes to the Pass Office.

§ 4

4. Issuance of “GUEST” (single-visit) passes.

- 4.1. “GUEST” (single-visit) pass is an individual electronic access card operating exclusively within the NAFTOPORT PF ACS. **It is valid only for the day of issuance by the Pass Office.** Each pass holds its own individual number, alongside with full name of employee and name of company.
- 4.2. Data is provided on a printed flashcard added to the pass prior to its issuance – sample in Appendix No. 3.
- 4.3. Each “GUEST” pass holder must also hold an identity document with image for the time of stay in the NAFTOPORT PF area.
- 4.4. The following persons are entitled to hold “GUEST” passes:
 - employees of external companies rendering their services and performing works in the Naftoport Ltd area on short-term basis,
 - employees of external companies related to uninterrupted port servicing and vessels serviced in the NAFTOPORT PF, including pilots, agents, drivers-suppliers, employees of Port of Gdansk Authority SA not holding permanent contractor or temporary contractor passes,
 - customers who enter the NAFTOPORT port area or office premises on professional ground.

- 4.5. "GUEST" passes are issued at the Pass Office upon presentation of a valid identity document with image by a person who holds permission to enter. In case of granting permission to enter by vehicle the driver must present valid vehicle documents (registration document, third party insurance and MOT term).
- 4.6. In order to improve service and traffic the Pass Office can prepare "GUEST" passes prior to persons' arrival to the NAFTOPORT PF area. Therefore personal and vehicle data (if applicable) should be sent by electronic means (e-mail, fax).
- 4.7. Personal data for issuance of a "GUEST" pass is as follows:
- full name,
 - name of company,
 - number and series of identity document with image.
- 4.8. Car or vehicle data for issuance of a "GUEST" pass is as follows:
- make and model of vehicle,
 - registration number,
 - MOT validity date,
 - third party insurance validity date,
 - class of vehicle,
 - type of vehicle,
 - name of vehicle owner and user.
- 4.9. Entrance of a guest (guests) to parking place located by the Naftoport office is possible **on working days from 6:00 a.m. to 6:00 p.m.** once given consent by a Naftoport officer via phone. On non-working days and at night a guest (guests) entering is to be arranged with Duty Security Officer (give name of guardian, purpose of office visit).
- 4.10. **"GUEST" pass is not required** in the NAFTOPORT PF **Board Office** area (except the Naftoport Oil Terminal area). Due to the ACS operating each Naftoport Ltd employee allows a person with an appointed visit at the office to enter (in case a person holds no pass) and acts as his guardian. Entrance of a guest (guests) to parking place located by the Naftoport office is possible **on working days from 6:00 a.m. to 6:00 p.m.** once consent to enter is confirmed at the Post K0. On non-working days and at night a guest (guests) entering is to be arranged with Duty Security Officer (give name of guardian, purpose of office visit).
- 4.11. **Valid personal "GUEST" pass is not required in the Naftoport Oil Terminal area.** There are two access zones:
- office part with parking,
 - jetties and berths.

Authorisations to enter can be granted for each zone separately or for two collectively as ordered by the guardian. Excepted are touring organised groups. The entry takes place on basis of a list, according to provision in Chapter IV, item 15 - 17 of the Rules.

4.12. Consent to a single entry for access to the Naftoport Oil Terminal office part can be issued by:

- Oil Terminal Manager or a person in duty,
- Naftoport Ltd employee occupying an office in the Oil Terminal area,
- Naftoport Ltd Technical or Investments Department employee,
- Duty Security Officer.

Access (entry) is possible **on working days from 6:00 a.m. to 6:00 p.m.** once the Pass Office is notified on the visit and the consent is confirmed on the phone at the Post K0. The information to the Post K0 is passed by the guardian or Duty Security Officer (only as requested by the guardian).

4.13. Consent to a single entry to the Oil Terminal limited access area, so the Naftoport Oil Terminal jetties and berths can be issued by:

- Oil Terminal Manager or a person in duty,
- Operations Duty Officer.

Access (entry) is possible on working days **from 6:00 a.m. to 6:00 p.m.** once the Pass Office is notified on the visit and the consent is confirmed on the phone at the Post K0. The information to the Post K0 is passed by the guardian or Duty Security Officer (only as requested by the guardian).

4.14. On working days from 6:00 a.m. to 6:00 p.m. a Naftoport Ltd employee holding "T" (guardian) authorisations can bring in holders of "GUEST" passes to the Oil Terminal limited access area (i.e. jetties and berths). Before entering the Oil Terminal area the guardian notifies the Oil Terminal Manager or Operations Duty Officer on this.

4.15. On non-working days and at night a guest (guests) can enter the Oil Terminal area if given consent to by the Oil Terminal Manager or Operations Duty Officer. Duty Security Officer should be notified on the entry (specify name of guardian, means of transport). The Naftoport Security Division provides assistance in transportation and presence of a guardian.

4.16. Holders of "GUEST" passes can drive their own vehicle into the Naftoport Oil Terminal area once given consent to by the guardian. If no consent is given, the drive is to take place with other means of transport provided by the NAFTOPORT PF. **Guest supervision should be taken**

over at the Pass Office or at the parking by the Oil Terminal office part.

- 4.17. It is forbidden to walk on a road between entrance gate and berth “T” crossing. In special cases consent to pedestrian traffic is given by the Oil Terminal Manager or Operations Duty Officer.
- 4.18. If consent to enter the Naftoport Oil Terminal on own vehicle was given, the Pass Office shall issue the vehicle “GUEST” badge along with the “GUEST” pass. The badge should be inserted in the front hood ledge for the time of stay at the Oil Terminal area. Sample vehicle “GUEST” badge **is enclosed in Appendix No. 6.**
- 4.19. Naftoport Security Service provides assistance in transportation and supervision on the route within the Oil Terminal area in case a person is not in possession of own vehicle or has no possibility to use other transport means.
- 4.20. The Pass Office issues a “GUEST” pass once the following are obtained:
- visit confirmation by the guardian,
 - confirmation that a customer has learned “information on threats and applicable safety principles in the NAFTOPORT Oil Terminal and proceedings in case of a threat”.
- 4.21. All guests who completed the visit are obliged to return their “GUEST” passes and vehicle “GUEST” badges (if applicable) to the Pass Office.

Chapter IX

Authorisations to access – standard and special

1. Holders of permanent or temporary contractor passes can be granted the following authorisations marked with symbols:
 - 1.1. “**W**” – authorisation to circulate within the entire NAFTOPORT PF area,
 - 1.2. “**B I**” – authorisation to enter and circulate within the Oil Terminal, only in the office part with parking at premises,
 - 1.3. “**B II**” – authorisation to enter and circulate within the Oil Terminal, in all jetties and berths,
 - 1.4. “**B O**” – authorisation to enter and circulate within the Oil Terminal, only in berth “O”,
 - 1.5. “**B R**” – authorisation to enter and circulate within the Oil Terminal, only in jetty by berths “P” and “R”,
 - 1.6. “**B T**” – authorisation to enter and circulate within the Oil Terminal, only in jetty by berths “T” and “T1”,

- 1.7. **“B Z”** – authorisation to enter the Naftoport Board Office building area, without authorisation to access the Oil Terminal,
 - 1.8. **“T”** – authorisation to bring accompanying persons holding valid **“GUEST”** passes and touring groups to the Naftoport Oil Terminal (entry on basis of a list). The **“T”** authorisations entitle to bring and supervise government services officers and employees holding **“GUEST special”** passes,
 - 1.9. **“S”** – authorisation to enter the NAFTOPORT PF area by car or vehicle.
2. Symbols for authorisations listed in item 1.1 in this Chapter are provided on permanent and temporary passes as enclosed in **Appendix No. 2 and No. 3** and saved in an electronic version.
 3. For issuance of **“GUEST”** or **“GUEST special”** pass **it is not possible to be given “W” and “T” authorisations**. Authorisations granted to customers are printed on a flashcard enclosed to a **“GUEST”** or a **“GUEST special”** pass.

Chapter X

Principles for car and vehicle traffic

1. Access (entry) of vehicles is possible on basis of authorisations granted additionally to personal passes of all types by the Pass Office.
2. When in the NAFTOPORT PF area the driver is obliged to respect road traffic provisions and the Naftoport Oil Terminal internal rules regarding driving speed, vehicle parking and stopping only in designated points.
3. Gross violation of fire/security provisions shall be deemed:
 - blocking entrance/exit,
 - blocking escape routes and access roads for fire engines and rescue/security vehicles.
4. It is forbidden to drive, stop and park cars in the Oil Terminal jetties and berths. Excepted is driving, stopping and parking vehicles directly related to:
 - loading or unloading of goods (ship deliveries),
 - construction and service works,
 - providing security of construction or service works by the Naftoport Oil Terminal services (Port Fire Brigade, Naftoport Security Service). Consent to enter, stop and park in accordance with the above description is given by the Oil Terminal Manager or Operations Duty Officer.
5. Information and the consent regarding details specified in item 4 above (date and approximate execution time, company, vehicle, driver, scope of delivery or works, additional safety precautions) is sent to Duty Security Officer by

electronic means (e-mail) before entering the jetty. In special cases (failure) the consent may be notified by phone.

6. The vehicle driver is obliged to make the vehicle available for inspection of transported goods and luggage during arrival to and departure from the NAFTOPORT PF guarded area. This means that when instructed by a guard the driver should present:
 - documents to be checked (driving licence, third party insurance, registration document, delivery notes),
 - vehicle to be checked, i.e. open all required doors, rear rack and cowl, open all vehicle boxes, zipped bags and luggage transported inside.
7. If the driver **refuses to submit to the vehicle or luggage inspection before the entry** the guard **refuses to allow the entry** and notifies Duty Security Officer on this.
8. If the driver **refuses to submit to the vehicle or luggage inspection before the entry** the guard instructs the driver to **move his vehicle away** (blocking entrance is forbidden) and notifies Duty Security Officer on this. If the driver refuses to submit to the inspection as instructed by the NAFTOPORT PF Security Officer **the Police are called**. If **citizens of other countries** are involved the **Border Guard** is called.
9. If the vehicle passenger refuses to submit to the luggage inspection then the same rules apply as those specified in item 7-8 of this Chapter within the proceedings for security guards.
10. Marked government services vehicles **are not subject to vehicle and luggage inspection**. Entry is possible once valid ID cards are checked and consent to enter is confirmed. Arrival, circulation within the Oil Terminal area and leave only with guardian is possible once "GUEST special" passes are issued.
11. Driver who fails to respect road traffic regulations in the NAFTOPORT PF area is given a temporary or permanent ban on entry.
12. Written application (e-mail) regarding exclusion from authorisations is submitted by:
 - organisational unit manager who ordered granting authorisations to enter,
 - Oil Terminal Manager,
 - NAFTOPORT PF Security Officer.The application is submitted at the Pass Office.
13. Having received the order, the Pass Office immediately cancels the "S" authorisations in the ACS and notifies the employing company by electronic means (e-mail), giving short description of the incident and applicable time of the ban.

14. The “S” authorisations can be granted again to the driver after 1 month from the day of his pass cancellation by the NAFTOPORT PF Security. This is possible once a written application is submitted by the employer addressing the Port Facility Security Officer. The application must be approved by the Naftoport Ltd division manager responsible for cooperation with the relevant company and by the Oil Terminal Manager. Once the application is accepted, the Port Facility Security Officer orders the authorisations to be granted again by the Pass Office. Once the authorisations are granted to the driver, the Pass Office notifies his employer on this by electronic means.
15. The procedure described in item 14 in this Chapter does not apply to drivers whose authorisations to enter are cancelled for an indefinite period.
16. Entry to the Oil Terminal area on a bicycle is possible once the Oil Terminal Manager gives his consent to. Users of bicycles conforming to requirements of riding on public roads (external lighting) are not allowed to enter jetties and berths. Bicycles without electrical installations and devices only can be used in the area of jetties and berths.

Chapter XI

Deliveries, arrival and departure of goods

1. Deliveries of materials being owned by entities operating in the facility area can be entered to the NAFTOPORT PF area on basis of a document approved by a supervisor from Naftoport Ltd, Port of Gdansk Authority SA or Maritime Office.
2. Goods can be taken away from the NAFTOPORT PF area on basis of documents approved by a supervisor from Naftoport Ltd, Port of Gdansk Authority SA or Maritime Office.
3. Basis for arrival of vessel supplies to the NAFTOPORT PF area is as follows:
 - customs declaration
 - customs clearance document,
 - other document approved by the master and confirmed by an agent.
4. **Deliveries to the vessel should be notified by the agent in duty 6 hours minimum before the planned delivery.** Delivery at the vessel should be notified at: **eksplotacja@naftoport.pl**, cc: **ochrona@naftoport.pl**.
5. Information regarding notification of the delivery at/reception from the vessel must include:
 - data concerning the ordering company (name, address),
 - data concerning the handling company (name, address),
 - name of vessel and approximate time of arrival,
 - scheduled time of delivery,

- driver's data (full name, information on NAFTOPORT PF pass entitling to enter the area by this vehicle) and vehicle's data (make, model, registration number, third party insurance expiry data and MOT term).
- 6. **Goods may be delivered and taken away from the Oil Terminal area/tanker on basis of consent to given by the Oil Terminal Manager or Duty Operations Officer.** The information is sent by electronic means (e-mail) to the delivery-notifying company and copy to Duty Security Officer.
- 7. **In emergency situations** delivery may be notified by phone, providing the data in accordance with item 5 of this Chapter. The consent is given according to item 6 of this Chapter. The information to Duty Security Officer may also be passed by phone.
- 8. Consent to bring in/take away **deliveries to/from the Naftoport Board Office** is given by Duty Security Officer to Post K0 guards once such delivery is notified by a Naftoport Board Office employee. Delivery notification should include:
 - data concerning the ordering company (name, address),
 - data concerning the handling company (name, address – if other than the ordering),
 - scheduled time of delivery,
 - name of employee to accept the delivery.
- 9. Vehicle drivers are obliged to present transport documents specified in items 1-3 of this Chapter to NAFTOPORT PF Security in order to prove legality of arrival/departure with goods.
- 10. As ordered by the Oil Terminal Manager or Operations Duty Officer, random on-the-spot delivery checks are to be carried out by Duty Security Officer in the Oil Terminal area (jetty, quay, service facilities).
- 11. If a material pass is used, its copy should be left at security service guards. For deliveries to entities operating beyond the NAFTOPORT PF area (e.g. WUŻ Gdansk tugs, SOPG fire fighting ships) – at Post K0. For deliveries to Naftoport Oil Terminal – at the Pass Office.
- 12. If **quantity or type of items is not compliant with data provided in delivery document, then a NAFTOPORT PF security guard shall withhold entry/exit of the vehicle** and notify Duty Security Officer on this. **Entry or exit of the delivery takes place once it is checked and non-compliance cleared by the driver or the master of the vessel.** The consent is given again by the Oil Terminal Manager or Operations Duty Officer.
- 13. Seafarers entering/leaving a vessel through the Naftoport Oil Terminal shall submit items being their property (personal luggage) for inspection. The seafarers' luggage is inspected by security guards pursuant to provisions of NAFTOPORT Port Facility ISPS Security Plan.

14. In case of finding **violation in security procedure** (e.g. attempted theft, smuggling, illegal entry of persons) **at vehicle or delivery inspection**, Duty Security Officer **notifies NAFTOPORT PF Security Officer** who then orders calling the Police or the Border Guard (if citizens of foreign countries are involved). Delivery with the vehicle and the driver is withheld and watched by the security employees until Port Facility Security Officer and government services arrive.

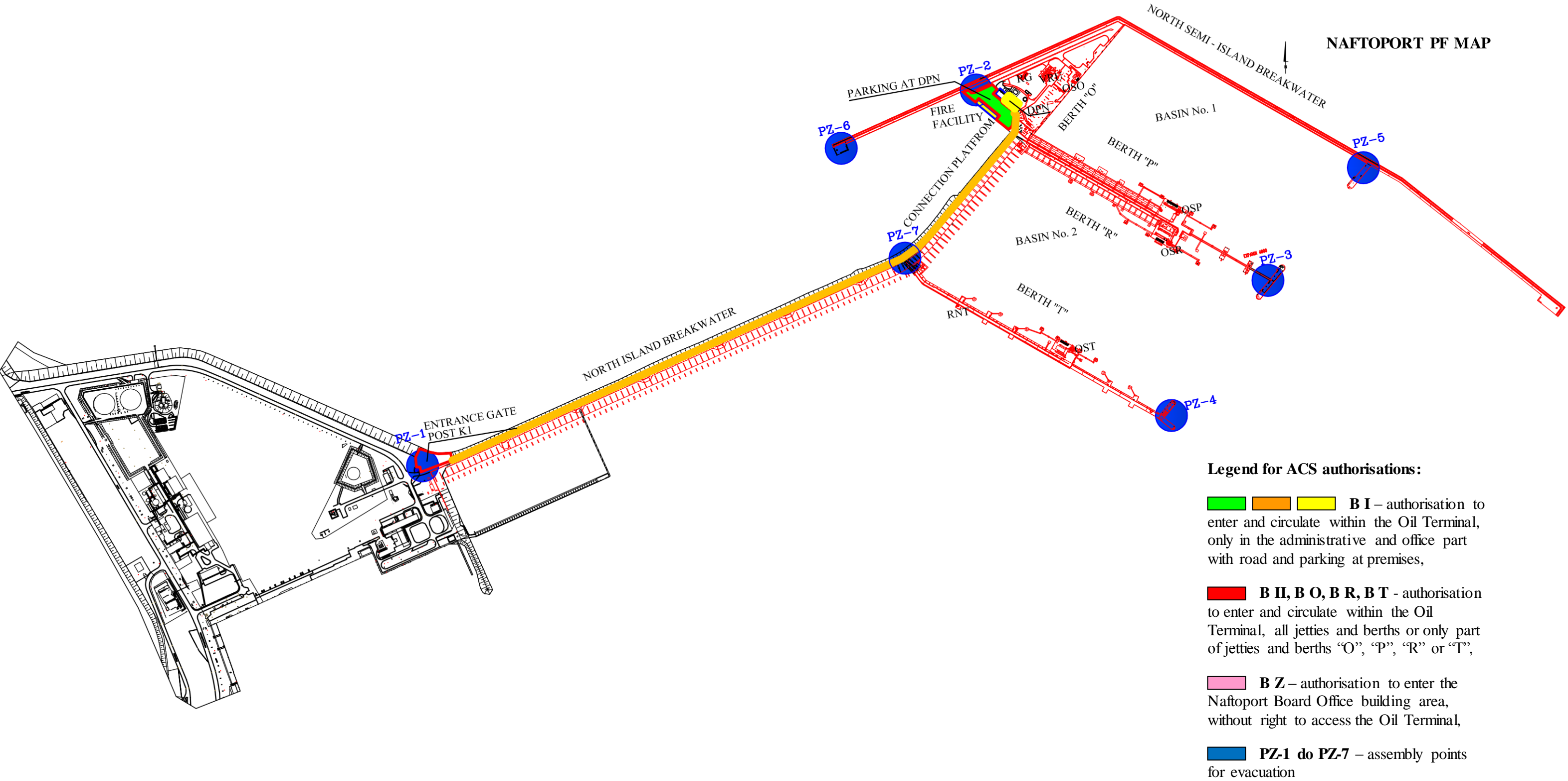
Chapter XII

Final provisions

1. Rules are valid once arrangements with Port of Gdansk Authority SA Port Security Office are made.
2. The Rules are valid from the day of approval by the Naftoport Ltd Chairman of the Board to be applied in the NAFTOPORT PF area.
3. In cases not specified by these Rules the decision regarding access to NAFTOPORT PF shall be taken by the Security Officer. In case of granting access to the Naftoport Oil Terminal, the decision shall be taken upon arrangements with the Oil Terminal Manager.
4. The Instruction shall be made public by making available the paper version at Human Resources Specialist, at the Pass Office and at Post K1 and published at the Naftoport company's website. The website is freely available.
5. Employee/contractor/guest shall personally confirm at the Pass Office (by signing application for issuance of pass or in logbook for "GUEST" passes) that he has learned contents of the document and given consent to processing personal data by Naftoport Ltd.

Appendix No. 1

to Rules for pedestrian, material
and vehicle traffic in the NAFTOPORT
Port Facility area.

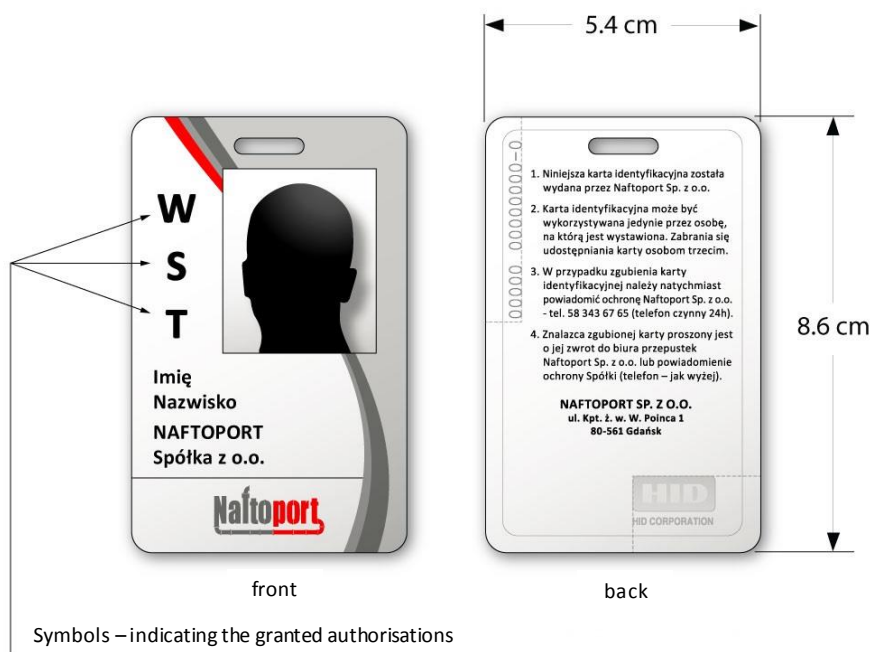


Appendix No. 2

to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area.

Samples of permanent passes.

1. Permanent Naftoport employee pass.



2. Permanent contractor pass.



Samples of temporary passes.

1. Temporary contractor pass.



2. "GUEST" and "GUEST special" pass and flashcard.



to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area.

.....
Stamp of applicant

Gdansk,

Naftoport PF Pass Office

I apply for issuance of permanent/temporary/duplicate* pass for the below employee :

Full name	Name of father	Date of birth
Home address	Name/series/no. of identity document	
Justification of application/reason for duplicate pass issuance*:		
<p>I hereby give consent for my personal data and image included in the application to be processed for the purpose of obtaining the pass (under the Data protection Act adopted on 29th August 1997 - Journal of Laws 2014 pos. 1182).</p> <p>..... legible signature of employee</p>		
Date of fire training	Confirmation of fire training completion	Confirmation of justification of application for pass
<p>..... signature of fire supervision inspector/SFB Florian*</p>		<p>..... signature of Naftoport/Port of Gdańsk Authority/ Maritime Office* employee</p>

I apply for granting authorisations to the below vehicles to enter the Oil Terminal area **:

No.	Make and model of vehicle	Registration number	MOT validity date	Third party insurance validity date	Class: P – private, S – service	Type: O – car, C – truck
1.						
2.						
3.						

The application has to be accompanied by photocopies of registration documents for the above vehicles.

Owner of vehicle:

User of vehicle:

* delete inappropriate

** fill in if application concerns authorisations to enter the NAFTOPORT PF area by vehicle, in case of larger number of vehicles, supplement the application by Appendix No. 4a.

.....
legible signature of applicant

1. Decision of Oil Terminal Manager

Type of pass *		Authorisations to access – standard *						Other authorisations *			Applied validity period from – to
permanent	temporary	W	B I	B II	B O	B R	B T	B Z	S	T	

* delete inappropriate

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Oil Terminal Manager

2. Decision of Naftoport Port Facility Security Officer

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Naftoport PF Security Officer

I have learned contents of „Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area” and collected my ACS pass.

.....
date and legible signature of employee

Administrator of the collected personal data and image is Naftoport Ltd with seat in Gdańsk, 1 Poinca Str. The data shall be processed pursuant to Data Protection Act adopted on 29th August 1997 (Journal of Laws 2014 pos. 1182) for issuance of individual ACS electronic card, entitling to enter/exit the Naftoport Port Facility area. Person whose data is applicable has the right to access own data and correct it. Providing of the data is voluntary, however indispensable to enter the Naftoport PF area.

to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area.

Gdansk,

List of vehicles entitled to enter the Oil Terminal area for the below employee:

The application has to be accompanied by photocopies of registration documents for the above vehicles.

Naftoport PF Pass Office. List of vehicles entitled to enter the Oil Terminal area. Page 1 of 2.

1. Decision of Oil Terminal Manager

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Oil Terminal Manager

2. Decision of Naftoport Port Facility Security Officer

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Naftoport PF Security Officer

Administrator of the collected personal data and image is Naftoport Ltd with seat in Gdańsk, 1 Poinca Str. The data shall be processed pursuant to Data Protection Act adopted on 29th August 1997 (Journal of Laws 2014 pos. 1182) for issuance of individual ACS electronic card, entitling to enter/exit the Naftoport Port Facility area. Person whose data is applicable has the right to access own data and correct it. Providing of the data is voluntary, however indispensable to enter the Naftoport PF area.

Appendix No. 5

to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area.

.....
Stamp of applicant

Gdansk,

Naftoport PF Pass Office

I apply for extending validity period of permanent/temporary passes* for the period of
for the below employees:

No.	Pass No.	Current series and number of identity document **	Date of fire training	Remarks, change of data or rights ***
1.	2.	3.	4.	5.
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

* delete inappropriate

** fill in if identification document has changed past the date of submitting the last application for pass

*** if rights, personal data, vehicle data has changed, it is necessary to complete application for issuance of pass – Appendix No. 4 to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area

Application justification confirmed

.....
signature of Naftoport/Port of Gdańsk Authority/Maritime
Office* employee

.....
legible signature of applicant

1. Decision of Oil Terminal Manager

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Oil Terminal Manager

2. Decision of Naftoport Port Facility Security Officer

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Naftoport PF Security Officer

Administrator of the collected personal data and image is Naftoport Ltd with seat in Gdańsk, 1 Poinca Str. The data shall be processed pursuant to Data Protection Act adopted on 29th August 1997 (Journal of Laws 2014 pos. 1182) for issuance of individual ACS electronic card, entitling to enter/exit the Naftoport Port Facility area. Person whose data is applicable has the right to access own data and correct it. Providing of the data is voluntary, however indispensable to enter the Naftoport PF area.

Appendix No. 5a

to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area.

.....
Stamp of applicant

Gdansk,

Naftoport PF Pass Office

I apply for extending validity period of permanent/temporary passes* for the period of
for the below employees:

No.	Pass No.	Current series and number of identity document **	Date of fire training	Remarks, change of data or rights ***
1.	2.	3.	4.	5.

* delete inappropriate

** fill in if identification document has changed past the date of submitting the last application for pass

*** if rights, personal data, vehicle data has changed, it is necessary to complete application for issuance of pass – Appendix No. 4 to Rules for pedestrian, material and vehicle traffic in the NAFTOPORT Port Facility area

Application justification confirmed

.....
signature of Naftoport/Port of Gdańsk Authority/Maritime
Office* employee

.....
legible signature of applicant

1. Decision of Oil Terminal Manager

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Oil Terminal Manager

2. Decision of Naftoport Port Facility Security Officer

☐ accepted

☐ not accepted

Remarks:

.....
stamp, signature of Naftoport PF Security Officer

Administrator of the collected personal data and image is Naftoport Ltd with seat in Gdańsk, 1 Poinca Str. The data shall be processed pursuant to Data Protection Act adopted on 29th August 1997 (Journal of Laws 2014 pos. 1182) for issuance of individual ACS electronic card, entitling to enter/exit the Naftoport Port Facility area. Person whose data is applicable has the right to access own data and correct it. Providing of the data is voluntary, however indispensable to enter the Naftoport PF area.



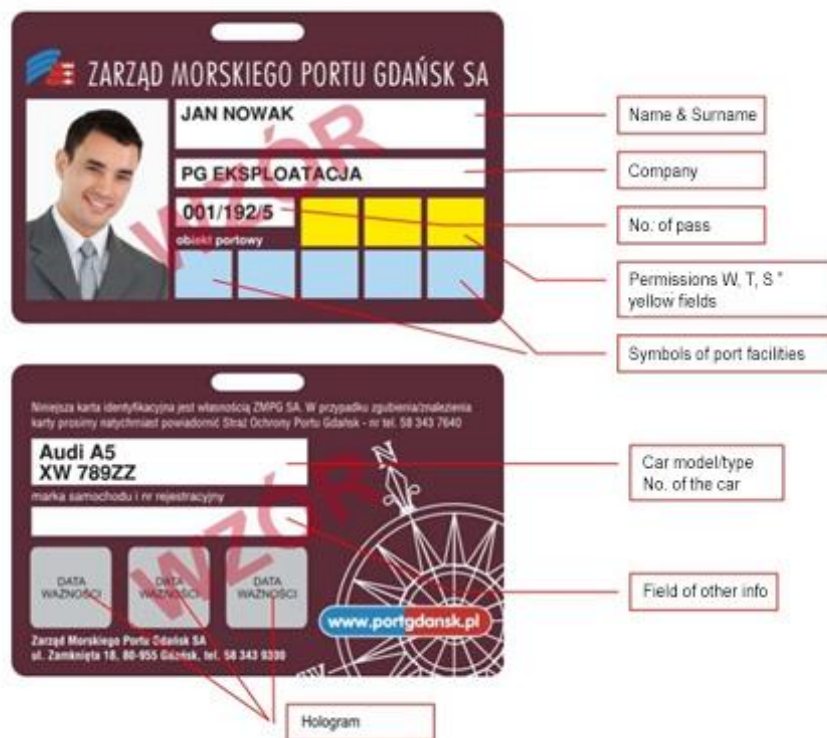
GOSĆ

.....
pieczęć firmowa

KARTA POJAZDU NR 1

Samples of Port of Gdańsk Authority personal passes.

1. Permanent Port of Gdańsk Authority personal pass.



2. Temporary Port of Gdańsk Authority personal pass.



Samples of Port of Gdańsk Authority personal passes.

3. Electronic access card for Port of Gdańsk Authority employees.

