

Border Security Policy

1. Introduction

Port of Auckland Limited (“POAL”) operates, at the Waitematā seaport, a:

- > Customs-Controlled Area (CCA),
- > Biosecurity Control Area (BCA), under its approved Port of First Arrival (PoFA) for sea craft,
- > Port Security Area (PSA),
- > and is an International Health Regulations (IHR) Designated Point of Entry.

These areas overlap and are referred to as *the secure area* in this policy. The *secure area* is within the security fence and buildings as set out in Appendix A.

The Waikato, and South Auckland Freight Hubs are not CCA, BCA, PSA or PoFA nor are they an IHR Designated Point of Entry managed by POAL. The Nexus site at the South Auckland Freight Hub is a CCA managed by Nexus.

2. Purpose

The purpose of this policy is to ensure POAL meets the Customs, biosecurity, international public health, and maritime security regulations through implementing appropriate border security.

3. Scope

This Policy applies to all people who access or operate within *the secure area*, including directors, employees, and contractors of POAL and its subsidiaries, POAL tenants, visitors, and third parties.

4. Definitions

CCA is an area licensed by NZ Customs Services to enable certain provisions of the Customs and Excise Act 2018 to be administered within a controlled environment to manage the risk associated with the movement of people, goods, and craft under Customs control, and to facilitate the collection of Customs revenues on imported and excisable goods. The licence comes with specific terms, conditions, and restrictions.

PSA is the designated area for port operations with relevant preventative security measures in place as approved by Maritime New Zealand under the requirements of the Maritime Security Act and Regulations 2004.

PoFA is a designation under the Biosecurity Act 1993, for the arrival of goods/passengers. The PoFA designation establishes a BCA, under the control of MPI, to ensure appropriate biosecurity inspection and control of imported and exported cargos.

IHR Designated Point of Entry is a secure area appointed by the Ministry of Health, as per the requirements of the IHR 2005, to prevent and control the spread of disease and other public health hazards between countries.

5. Regulatory requirements

POAL has a statutory obligation to comply with the New Zealand Customs Service (NZCS) Procedure Statement, Customs & Excise Act 2018, Biosecurity Act 1993, International Health Regulation 2005, International Ship and Port Facility Security (ISPS) Code through the Maritime Security Act 2004 and the Maritime Security Regulations 2004.

These regulations ensure the security of trade and tourism and border management, and safeguard port staff, users and local communities from harmful organisms, terrorism, and transnational crime.

6. Policy

Access into the Secure Area

No person, other than those authorised to do so, may enter the *secure area*.

Every person must have a genuine business purpose to access *the secure area*. Once within *the secure area*, you must not enter a work area, restricted area, office or building unless you have a genuine business purpose to be there.

Those who are authorised to enter *the secure area* are either:

- > a POAL access card holder,
- > vessel crew or passengers,
- > a Fergusson Container Terminal transport driver registered in the POAL booking system, or
- > an authorised visitor.

All visitors must be authorised by a POAL employee, POAL tenant, registered contractor, or the vessel agent or captain. Visitors must always follow *POAL's Visitor Procedures* and be hosted by a POAL access card holder. The host is responsible for the visitor during their time in *the secure area*.

Every person must have either a POAL access card or an *appropriate photo identification* (as set out below) to gain entry onto *the secure area*, and where authorised, access to a vessel to carry out work and deliver supplies, stores, or equipment.

Appropriate Photo Identification

All entrants must be identified before entry into *the secure area*. Original tamper-resistant photo identification must be presented and include the holder's name, photograph, and name of the issuing authority. The following credentials are acceptable for the purpose of establishing identity:

- > a military identification card

- > an identification card issued by a New Zealand government department, government agency, or the New Zealand Defence Force
- > a driver's licence issued by the New Zealand Transport Agency
- > a seafarer's identity document issued by a contracting government or flag state administration
- > a valid passport
- > an identification credential issued by a port facility operator
- > an identification credential issued by a recognised company, union, or trade association
- > other forms of identification approved by the chief executive of Maritime New Zealand.

The photo identification must always be kept on your person while within the secure area and be made available for inspection on demand by POAL Security or other POAL representative, or any enforcement agency officer pursuant to legislation.

Closed Circuit Television (CCTV)

To maintain security and safety of the port (including people, cargo, and assets) POAL operates a CCTV system. Entrants to the port should be aware that their image may be captured by the CCTV system (both live and recorded visual video without sound). Use of the system is covered under our Privacy Policy.

Recording and Accounting for Goods

Entrants to *the secure area* must not exit *the secure area* with goods, (including an imported empty container, dunnage, rubbish, waste, and ships gear) or release goods unless the NZ Customs, MPI Biosecurity and shipping line clearances have been received.

Tampering With Uncleared Goods

Entrants to *the secure area* must not tamper with or access goods (including an imported empty container, dunnage, rubbish, and waste) unless the NZ Customs and MPI Biosecurity clearances have been received. The only exception to this rule is where authorisation has been issued by a POAL shift-operations manager to manage a cargo spill or leakage. Refer to the POAL Leaking Cargo Process for more details.

Accessing Information

Entrants to *the secure area* must not use cameras or computer systems to access, circulate or relay information about uncleared or cleared goods, or cargo movements unless doing so while carrying out legitimate activities required for the entrant's role.

Quarantine Clearance (Pratique)

No crew or passengers or goods may leave a vessel until it has received quarantine clearance (pratique).

7. Related POAL policies

- > POAL Place of First Arrival Operating Manual, including POAL's BCA Operating Manual for the management of Biosecurity Control Areas related to Cruise Operations at the Port
- > Multi-Cargo General Wharves Transition Facilities Operating Manual ATF # 10438
- > Fergusson Container Terminal Transition Facilities Operating Manual ATF # 18319
- > NZ Customs Service Procedure Statement
- > Auckland Maritime Public Health Emergency Framework
- > POAL Security Plan
- > POAL Visitor Procedure
- > POAL Leaking Cargo Process
- > POAL Environmental Policy
- > POAL Acceptable Use Policy

8. Consequence of breach of Policy

For POAL employees, breach of this policy may be considered misconduct or serious misconduct and may result in disciplinary action up to and including dismissal.

For contractors, breach of this policy may be considered a material breach of your contract and may result in the immediate termination of your contract without notice and/or a trespass order.

For external port users, breach of this policy may result in suspension from the port for a set period and/or indefinitely and/or a trespass order.

Approved by: CEO

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Policy Owner: General Manager Infrastructure

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