

Dear Captain,

We welcome your good vessel to the Freeport of Monrovia.

We at APM Terminals Liberia Ltd, are committed to delivering first class container Terminal and General Cargo Operations and Services while providing and maintaining a Healthy and Safe working environment for our employees, contractors, vendors and visitors.

At APMT, "Health, Safety, Security and Environment" - HSSE is everyone's business, and everyone is expected to share in our commitment to avoid all incidents which may cause personal injury, damage to the environment, property damage or loss of any kind.

Accidents in various terminals around the world have led to loss of innocent lives during cargo handling operations. We believe HSSE is of paramount importance in our terminal and to prevent any such incidents from taking place. To enable us to service your vessel safely and efficiently, we have laid down certain guidelines and procedures which I hope will be taken in the right spirit.

As vessel operator, you are required to work with APM Terminals to ensure that the vessel and crew remain Healthy, Safe and Secure and comply with all HSSE requirements whilst at APM Terminals. Responsibility for the safe conduct of operations while your ship is at this terminal rest jointly with you, as master of the ship and with the Terminal representative. We wish, therefore, before operations start, to seek your full co-operation and understanding on the safety requirements set out in the Vessel HSSE pack, which are based on the Code of Safe Working Practices that are widely accepted by the port, terminal, and maritime industries.

We expect you, and all under your command, to adhere to these requirements throughout your ship's stay alongside here at APM Terminals Liberia and we, for our part, will ensure that our personnel do likewise, and co-operate fully with you in the mutual interest of safe and efficient operations.

Before the start of operations, and from time to time thereafter, for our mutual safety, a representative of the terminal staff, where appropriate together with a responsible officer, will perform a check at least every 12 hours to ensure that elements addressed within the scope of the Vessel HSSE pack are being managed in an acceptable manner. Where corrective action is needed, we will not agree to operations commencing or, should they have been started, we will require them to be stopped. Similarly, if you consider that safety is being endangered by any action on the part of our staff or by any equipment under our control, you should demand immediate halt of operations.

Once again, we request you to kindly cooperate with us, towards having an "Incident free operation" and make APM Terminals Liberia the safest workplace, ensuring that each one of us working here returns home safely each day, every day. We wish you a pleasant stay, and fair weather ahead.

We would appreciate to receive your feedback after completion of operations, your comments & suggestions will help us to correct the level of service for the on-going calls you will have in Monrovia.

Please acknowledge receipt of this letter by signing and returning the attached copy, dated and stamped.

Thanking you,

Head of Operations
APM Terminals Liberia Ltd.