TRANSPORTATION OF HAZARDOUS AND NON-HAZARDOUS CARGO THROUGHOUT NAMIBIA AND THE SADC REGION

TRANSPORTATION CONTINGENCY PLAN

Prepared by:

Prepared for:

j/v

BacktoBack Transport and Logistics Namibia

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Project:	**TRANSPORTATION CONTINGENCY PLAN FOR THE TRANSPORTATION OF HAZARDOUS AND NON-HAZARDOUS CARGO THROUGHOUT NAMIBIA AND THE SADC REGION**	
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Table Of Contents

List Of Tables

1 INTRODUCTION

Transworld Cargo (Pty) Ltd (TWC) is a Namibian-based logistics and transport service provider operating across Namibia and throughout the Southern African Development Community (SADC) region. The company delivers cargo through a combination of in-house fleet operations, co-owned capacity under BacktoBack Transport and Logistics Namibia (Pty) Ltd (B2B) and subcontracted or partner carriers where required.

As part of its commitment to safe, compliant, and reliable freight movement, this Transportation Contingency Plan (TCP) has been developed to guide emergency preparedness and response during the overland transport of cargo by road and rail.

This TCP applies to the operations of TWC involving the movement of containerised, bulk, palletised, and packaged cargo, including hazardous and non-hazardous materials, along key regional logistics corridors. It outlines coordinated procedures to be followed by internal staff, subcontractors, operators under B2B, and emergency services in the event of incidents such as vehicle accidents, cargo spills, fires, equipment failure, or other transport-related emergencies.

The TCP forms part of the company's broader Health, Safety, Environmental, and Quality (HSEQ) management system and is designed to reduce operational risks, protect the environment, and uphold the safety of personnel, communities, and property throughout all transport activities.

This plan is general in scope and does not apply to the transport of goods that require specialised authorisation or regulatory permits, as outlined in Table 4-1. These include explosive, radioactive, or otherwise restricted cargo subject to specific national control legislation or international protocols.

2 PURPOSE AND SCOPE

The purpose of this TCP is to establish a clear and practical framework for managing emergency situations that may arise during the transport of cargo under the responsibility of TWC and B2B. The TCP supports our operational objective to ensure safe, compliant, and uninterrupted transport activities, while minimising potential harm to personnel, the public, the environment, and cargo in the event of an incident.

This plan applies to TWC and B2B managed road and rail operations involving a variety of cargo types and packaging formats, including hazardous materials, industrial goods, mining-related products, containerised freight, and general cargo. It is applicable to both national and cross-border movements, including transit through multiple SADC countries.

The TCP outlines emergency preparedness measures, immediate response actions, communication procedures, and roles and responsibilities applicable to TWC drivers, staff, subcontractors, and authorised third-party responders. It covers incidents such as accidents, cargo spills or leaks, equipment failures, fires, and other unplanned disruptions during transport.

3 ROLES AND RESPONSIBILITIES

TWC and B2B are committed to ensuring that all individuals involved in our transport operations understand their responsibilities during routine operations and in the event of an emergency. Clear delegation of roles supports effective decision-making, rapid response, and compliance with safety and environmental requirements.

3.1 TWC MANAGEMENT

TWC management is responsible for the implementation, oversight, and continuous improvement of this TCP. Key responsibilities include:

- Ensuring that the TCP is maintained, communicated, and reviewed periodically.
- Appointing an Emergency Response Coordinator (ERC) to oversee incident management.
- Ensuring drivers, subcontractors, and staff are trained in emergency procedures.
- Maintaining up-to-date emergency contact directories and resource inventories.
- Supporting post-incident debriefs and corrective actions.

3.2 EMERGENCY RESPONSE COORDINATOR (ERC)

The ERC is the designated individual responsible for coordinating the company's response to an incident.

Key responsibilities:

- Acting as the primary point of contact during emergencies.
- Verifying incident reports and activating the appropriate response level.
- Communicating with external emergency services and regulatory authorities.
- Providing technical support and guidance to the driver and response teams.
- Recording actions taken and initiating post-incident reporting.

3.3 DRIVERS AND VEHICLE OPERATORS

Drivers are the first line of response and must act in accordance with their training and this TCP.

Key responsibilities:

- Taking immediate actions to protect lives and reduce escalation of the incident.
- Notifying the ERC and relevant emergency services as soon as it is safe to do so.
- Providing accurate information about the cargo, location, and situation.
- Deploying spill control or firefighting equipment only if trained and safe.
- Remaining on site (if safe) to assist responders and maintain scene control.

3.4 SUBCONTRACTED TRANSPORTERS

Where subcontractors are engaged by TWC, they are required to comply fully with the provisions of this TCP.

Key responsibilities:

- Ensuring drivers are trained, vehicles are equipped, and procedures align with TWC standards.
- Reporting all incidents immediately to TWC.
- Cooperating with investigations, reporting, and corrective actions.

3.5 EXTERNAL EMERGENCY SERVICES

This includes local and regional fire departments, police, ambulance services, and environmental authorities.

Key responsibilities:

- Assuming command at the scene upon arrival.
- Coordinating containment, rescue, evacuation, and hazard mitigation.
- Liaising with the ERC and other on-site personnel.
- Advising on clean-up and regulatory follow-up where required.

4 CARGO TYPES AND EXCLUSIONS

This TCP applies to the transport of a wide range of cargo types managed by TWC, including both hazardous and non-hazardous materials. Transported goods may be containerised, bulk-loaded, palletised, shrink-wrapped, or packaged in drums, IBCs, bags, or other appropriate formats, depending on the nature of the cargo.

Typical cargo types include:

- Industrial chemicals and reagents
- Mining inputs and mineral concentrates
- Commercial and retail goods
- Agricultural products and fertilisers
- General containerised freight
- Packaged consumer products
- Non-specialised bulk liquids and solids

This TCP applies to national and cross-border transport via road and rail, including intermodal operations where relevant.

4.1 HAZARD CLASSIFICATION AND EXCLUSIONS

The table below summarises the major classes of dangerous goods, with examples and their general transport control status:

Table 4-1 UN Dangerous Goods Classes and Associated Transport Controls in Namibia

Class	Hazard Type	Permit/Control Status in Namibia
Class 1	Explosives	Special transport permit required. Highly regulated. Movement only by authorised operators under the Explosives Act.
Class 2	Gases	Requires proper labelling, packaging, driver training, and documentation (e.g. TREM card). High-risk gases (e.g. flammable or toxic) may require police notification.
Class 3	Flammable Liquids	Controlled under general dangerous goods regulations. Requires TREM card, MSDS, trained drivers, placarding.
Class 4	Flammable Solids / Reactive	Requires hazard documentation and secure containment. Specific controls depend on reactivity and packaging.
Class 5	Oxidising Agents and Organic Peroxides	Requires segregation from incompatible cargo. MSDS, labelling, and emergency response planning required.
Class 6	Toxic and Infectious Substances	Infectious substances require health ministry or port authority clearance. Toxic industrial chemicals follow standard hazardous goods transport regulations.
Class 7	Radioactive Materials	Strictly requires special licencing. Controlled under the Atomic Energy and Radiation Protection Act. Must be moved by certified operators.
Class 8	Corrosive Substances	Requires MSDS, PPE for responders, vehicle placarding, and spill preparedness.
Class 9	Miscellaneous Hazardous Goods	Often covered under general dangerous goods handling. Lithium batteries and environmentally hazardous substances may need special declarations.

This TCP does not apply to any cargo requiring specialised permits, escorts, or authorisation from national regulators due to elevated risk, security, or international treaty obligations. Transport of excluded cargo types must be managed under separate, cargo-specific contingency and response plans in line with applicable Namibian legislation and international protocols.

5 TRANSPORT CHAIN OVERVIEW

TWC and B2B operates across a network of established national and cross-border corridors within Namibia and throughout the SADC region. While routing may vary based on cargo destination, regulatory requirements, or operational constraints, transport typically follows recognised freight corridors that offer the necessary infrastructure, border access, and emergency response support.

Primary corridors used by TWC include:

- **Trans-Kalahari Corridor:** Walvis Bay – Windhoek – Gobabis – Buitepos, extending into Botswana and onward to Gauteng, South Africa.
- **Trans-Oranje Corridor:** Walvis Bay – Keetmanshoop – Ariamsvlei, connecting to the Northern and Western Cape regions of South Africa.
- **Trans-Cunene Corridor:** Walvis Bay – Otjiwarongo – Oshikango, extending into Angola via Santa Clara.
- **Trans-Zambezi / Trans-Caprivi Corridor:** Walvis Bay – Rundu – Katima Mulilo, linking into Zambia and the DRC.
- **Walvis Bay–Ndola–Lubumbashi Development Corridor (WBNLDC):** Serving Zambia and southern DRC via Sesheke, Livingstone, Lusaka and Ndola.
- **Beitbridge and Komatipoort Routes:** For transit to Mozambique, Malawi, and Eswatini via Zimbabwe and South Africa.
- **Nakop and Noordoewer Border Routes:** Supporting access into central and southern South Africa.

Cargo transported along these corridors may cross borders into:

- South Africa
- Botswana
- Zambia
- Zimbabwe
- Angola
- Mozambique
- Malawi
- Eswatini
- Lesotho
- Democratic Republic of Congo

Routing is determined on a per-shipment basis and considers road conditions, security, vehicle configuration, cargo type, and any applicable restrictions. Alternate routes may be used as contingency options if primary corridors are inaccessible due to operational, safety, or environmental reasons.

6 RISK ASSESSMENT AND HAZARD IDENTIFICATION

This TCP requires that risk assessments be conducted to support safe, compliant, and responsible movement of cargo across all operational routes.

6.1 GENERAL TRANSPORT RISK ASSESSMENTS

All routine road and rail transport operations must be supported by risk assessments that consider:

- Cargo type (hazardous vs. non-hazardous)
- Packaging format and handling method
- Vehicle configuration and capacity
- Route-specific conditions (e.g. terrain, road quality, remoteness, weather exposure)
- Proximity to sensitive environments or populated areas
- General safety, security, and emergency response limitations

These assessments are to be reviewed periodically and used to inform route selection, driver briefings, subcontractor instructions, and contingency planning.

6.2 SPECIFIC OR NON-ROUTINE TRANSPORT RISK ASSESSMENTS

Specific risk and hazard assessments must be carried out for:

- Non-standard, irregular, or project-based transport assignments
- Valuable, sensitive, or security-critical cargo
- Unusual or high-risk routing (e.g. detours, remote regions, congested urban areas)
- New cargo types or untested packaging configurations
- Cargo requiring escorts, route clearances, or third-party coordination

These assessments must be completed prior to dispatch and must inform any additional protective measures, documentation, or approvals required. Where necessary, cargo-specific emergency instructions must also be appended to the transport documentation.

7 EMERGENCY COMMUNICATION AND NOTIFICATION PROCEDURES

Prompt and coordinated communication is essential to ensure effective response in the event of an incident. All personnel involved in transport operations must follow the communication protocols outlined in this section to support safety, containment, and legal compliance.

7.1 IMMEDIATE NOTIFICATION REQUIREMENTS

In the event of an incident (e.g. accident, spill, fire, equipment failure, or security threat), the driver or first responder must immediately notify the following:

1. TWC and B2B Emergency Response Coordinator (ERC)
2. Local emergency services (fire brigade, police, ambulance), if there is a risk to life, property, or the environment
3. Cross-border or corridor-specific authorities, if applicable

Notification must include:

- Location (GPS coordinates if available)
- Nature and severity of the incident
- Type of cargo involved
- Injuries, fire, or environmental risks
- Immediate actions taken
- Where possible, drivers should use:
    - Vehicle radio or in-cab emergency alert systems
    - Mobile phone or satellite communication
    - On-board tracking system (panic button or alert function)

7.2 INTERNAL REPORTING FLOW

The ERC will:

- Confirm the report and gather further details
- Initiate TWC and B2B's internal response procedures
- Notify TWC and B2B management and operational contacts
- Coordinate technical guidance and on-site support
- All incidents must be documented and escalated according to severity level, as defined in internal procedures.

7.3 EXTERNAL NOTIFICATION RESPONSIBILITIES

The ERC or TWC and B2B management will notify external parties as required by law and depending on the nature of the incident. This may include:

- Local and national emergency services
- Ministry of Environment, Forestry and Tourism (for spills or environmental risk)
- Road or rail authorities (for infrastructure-related disruptions)
- Relevant cross-border or corridor agencies
- Insurance providers and cargo owners

For significant incidents, notification must be made as soon as practicable and no later than the regulatory timeframes set out under Namibian law.

7.4 MEDIA AND PUBLIC COMMUNICATION

Only designated TWC and B2B spokespersons are authorised to speak to the media or issue public statements. All personnel must refer external inquiries to TWC and B2B's communications officer or designated manager.

8 EMERGENCY RESPONSE PROCEDURES

This section outlines the standard response actions to be followed in the event of transport-related incidents. Procedures apply to all cargo types covered under this TCP and are intended to reduce risk, protect life and the environment, and support regulatory compliance.

8.1 GENERAL PRINCIPLES

- Do not endanger yourself or others.
- Assess the situation from a safe distance.
- Activate emergency signals (hazard lights, triangles, beacon).
- Notify the ERC and local emergency services immediately.
- Use spill or fire equipment only if trained and safe to do so.
- Prevent access to the site by the public or unauthorised personnel.

8.2 VEHICLE ACCIDENT

Initial Actions (Driver):

- Stop vehicle safely and activate hazard signals.
- Check for injuries and assist only if it is safe.
- Secure the area using triangles, cones, or flags.
- Contact the ERC and emergency services.
- Do not move the vehicle unless instructed by authorities.

Follow-Up (ERC):

- Notify relevant authorities and coordinate recovery.
- Ensure all incident details are logged and reported.
- Deploy a response team if cargo integrity is compromised.

8.3 CARGO SPILL OR LEAK

Initial Actions (Driver):

- Identify the substance involved (use TREC and labels).
- Move upwind and isolate the area.
- Prevent access and protect drains/water bodies if possible.
- Use spill kits only if trained and safe.
- Notify the ERC with cargo details and estimated volume spilled.

Follow-Up (TWC/Contractor):

- Dispatch a qualified spill response team.
- Notify environmental authorities if required.
- Document containment and clean-up measures.

8.4 FIRE (CABIN, CARGO OR TYRES)

Initial Actions (Driver):

- Stop vehicle and shut off the engine.
- Attempt to extinguish small fires with on-board extinguisher if safe.
- For cargo fires, evacuate and maintain a safe distance.
- If towing dangerous goods, unhook trailer if possible and safe.
- Notify ERC and emergency services immediately.

Follow-Up (TWC/Authorities):

- Coordinate with fire services and authorities.
- Secure cargo and site until recovery team arrives.

8.5 EQUIPMENT FAILURE OR BREAKDOWN

Initial Actions (Driver):

- Move vehicle safely off the roadway if possible.

- Activate hazard indicators and warning triangles.
- Contact the ERC for assistance or mechanical support.
- Stay with the vehicle until help arrives unless unsafe.

Follow-Up (TWC):

- Deploy technical support or recovery vehicle.
- Log all events and evaluate for maintenance trends.

8.6 Security Threat or Hijacking

Initial Actions (Driver):

- Avoid resistance; prioritise personal safety.
- Activate silent alarm or panic alert if available.
- Notify ERC as soon as safe.
- Move to a secure location once released.

Follow-Up (TWC):

- Notify police and relevant border/corridor security authorities.
- Provide vehicle tracking data and incident details.
- Support driver and coordinate recovery of cargo/assets.

9 SPILL CONTAINMENT AND ENVIRONMENTAL PROTECTION

This section outlines key measures to contain and mitigate spills or leaks involving hazardous or potentially polluting substances.

9.1 On-board Containment Resources

All TWC vehicles transporting hazardous or high-risk materials must carry the following as a minimum:

- Spill kit suitable for the cargo type (e.g. chemical, oil, or universal)
- Absorbent materials (pads, booms, granules)
- PPE (chemical-resistant gloves, goggles, apron or suit)
- Leak-sealing tools (drain covers, putty, absorbent socks)
- Fire extinguisher (dry chemical or foam, as applicable)
- Emergency contact sheet and cargo documentation

Drivers must be trained in the safe use of this equipment and should not attempt spill control unless properly equipped and the situation is stable.

9.2 Containment Procedure (Driver-Level, If Safe)

- Identify the substance (use Transport Emergency Cards (TREC) and container labelling).
- Park uphill and upwind of the release (if not already stopped).
- Use absorbent material to prevent the spread of the liquid.
- Protect storm water drains, surface water, and soil using booms, covers, or sand.
- Secure the area and restrict access.
- Notify the ERC immediately and provide volume estimate, location, and visible impacts.
- Do not wash or dilute spilled materials unless instructed to do so.

9.3 Specialist Spill Response and Clean-Up

If the spill exceeds vehicle-level capacity or presents health, fire, or environmental risks, the ERC will activate a pre-approved spill response contractor.

The contractor will:

- Take control of containment and neutralisation
- Recover free product and contaminated materials
- Dispose of waste through a licensed facility
- Provide a clean-up and disposal report to TWC and B2B

9.4 Environmental Reporting and Compliance

The ERC must notify the Ministry of Environment, Forestry and Tourism if the spill:

- Has entered soil, groundwater, or any watercourse
- Exceeds the defined reporting threshold
- Poses a risk to protected ecosystems or communities

All such incidents must be logged and included in post-incident review.

10 TRAINING, AWARENESS AND DRILLS

This section outlines the minimum training and awareness measures required to ensure safe and compliant implementation of the TCP.

10.1 Driver and Operator Training

All drivers and subcontracted operators involved in the transport of hazardous or regulated cargo must receive training that includes:

- Basic hazardous materials awareness
- Emergency response procedures (fire, spill, accident, security threats)
- Use of vehicle-mounted spill kits and firefighting equipment
- Interpretation of TREC and safety data sheets
- Incident reporting protocols
- Cross-border documentation and communication procedures

10.2 Refresher Training

Refresher training must be conducted at regular intervals, and at minimum:

- Annually for drivers transporting dangerous goods
- After any major incident, route change, or plan update
- On boarding of new drivers, coordinators, or subcontractors

10.3 Awareness for Support Staff and Subcontractors

TWC and B2B ensures that warehouse staff, dispatch personnel, and subcontracted drivers receive targeted briefings on:

- The contents and application of this TCP
- Internal reporting lines and communication expectations
- Route-specific risks and emergency contacts

10.4 Emergency Drills and Simulations

TWC and B2B will conduct simulated emergency drills to test the effectiveness of this TCP. These may include:

- Table-top exercises with internal teams
- Live spill response simulations (driver-level)
- Multi-agency coordination drills (where feasible)
- Frequency:
    - At least annually for each operating region or corridor
    - Additional drills as required by changes in operations or after incidents

Appendix A – Emergency contacts

Contact Type	Name / Organisation	Contact Number(s)
TWC Windhoek (Head Office)	Transworld Cargo	Privacy Block
TWC Walvis Bay (Depot)	Transworld Cargo	
Emergency Coordinator (Windhoek – Transport National / Cross-border)	Marius Van Taak	
	Mercia Howaes	
	Michelle Beukes	
Distribution Contact	Oliviera Schaneck	
Escalation (Windhoek)	Reggie Klazen Martin Gillmann	
Walvis Bay – All Hours Standby	TWC Standby Line	
Warehouse / Local Ops (Erongo)	Marshall Beukes	
Operations (Walvis Bay)	Felicity Nyambe	
Escalation (Walvis Bay)	David Leech Kai Schnaitmann	
Police Department (Walvis Bay)	NAMPOL	
NAMPOL (Direct)	–	
Municipal Traffic Department	–	
Fire Brigade (Walvis Bay)	–	
Ambulance – St. Gabriel's	–	
Ambulance – LifeLink	–	
Ambulance – EMed Rescue	–	
Hazmat Response – Sanitech	–	
Hazmat Response – WESCO	–	
Hazmat Response – Haz-Kem	–	
Security – Omega Security Services	–	
Security – Standby Surveillance Solutions	–	
CCTV / Surveillance – IP Camera Solutions	–	
Utilities – Erongo RED	–	
Utilities – Water Works	–	