



Security

Site Access

To enter the work site, vehicles and pedestrians must pass the Security gatehouse. Anyone entering the site by any other method, with the exception of the crew of a moored vessel, will be considered 'unauthorized'.

Employees - Port Pass must be worn and visible above the waist and available for inspection when requested.

Visitors (vessel crews, rail crews, contractors, suppliers, and customers/guests) - Must be pre-authorized by the employer and have photo ID available for inspection when requested.

MARSEC—Security Levels

MARSEC Level 1 (green) - Standard operations & security

MARSEC Level 2 (amber) - Increased alert & increased monitoring

MARSEC Level 3 (red) - Probable & imminent threat



Contacts

Health & Safety Officer and Marine Facility Security Officer

Emily Dewsbury
P: 604-892-3511 ext. 311, C: 778-266-7013

Emergency Services

Police, Fire, Ambulance—**911**

First Aid

P: 604-892-3511, Emergency ext. 324, Non-Emergency ext. 329
Site Emergency Radio—**Channel 1**

Security Gate

P: 604-892-3511 ext. 316
Site Emergency Radio—**Channel 1**

24 Hour Operations Superintendent

P: 604-328-0286 or 604-696-9907

Updates To This Document

Squamish Terminals Health & Safety Committee reviews this document annually and when any site policy or procedure changes.



Site Health & Safety Orientation

For All Employees & Visitors
(Vessel Crews, Rail Crews,
Contractors, Suppliers, and
Customers/Guests)

Health & Safety Policy

Management Commitment

At Squamish Terminals, we are committed to provide safe and healthy work conditions for the prevention of work-related injury and ill health.

We are committed to the development and continuous improvement of a H&S management system (HSMS) which promotes a safe and healthy workplace, within the standards of our industry, in compliance with legislative requirements, and requirements of the ISO 45001:2018 standard which we subscribe to.

We are committed to the prevention of accidents through identifying and eliminating hazards and reducing risks to protect all our resources, including employees, visitors and physical assets.

We are committed to providing a framework to set H&S Objectives via strategic planning and key performance indicator (KPI) tracking and measurement.

We are committed to provide support, supervision, training and consultation to workers and encourage their participation in the H&S management system by empowering them to carry out their duties safely and efficiently, while following applicable regulations and the Company's site specific rules, regulations and procedures.

This H&S Policy is communicated to all staff within the company as well as to customers, contractors, vessel crew and suppliers, and will be available to the public and other interested parties via our website .



Paul Morris, Terminal Manager

H&S Policy; v5.3; June 10, 2020

Site Health & Safety Committee

The Squamish Terminals Site Health & Safety Committee (HSC) shall be the principal forum for joint labour-management consultation on, and the development of solutions to, safety and health issues in the work place. The HSC meets nine times a year (no meetings take place July, August and December), the last Wednesday of each month. For more details request a copy of the HSC Terms of Reference.

Important Manuals & Information

Copies of the following manuals are located in the Operations Office, the Administration Office, and on the Company Network.

- Health & Safety Manual (includes Injury Management Program)
- Operations & Maintenance Procedure Manuals
- Emergency Procedure Manual
- Site Policies (e.g. Anti-Harassment, Anti-Violence, Non-Smoking)
- Applicable Regulations (eg. Canada Labour Code Part II, COHS, MOHS, ESDC, etc.)

Site Map

The Site Map herein shows the location of Muster stations, all site buildings (including First Aid and Security), fire hoses, fire extinguishers, stretchers, and the safety cage. Site maps can also be found posted in lunchrooms and the security building.

Personal Protective Equipment (PPE)

All employees must use PPE that is required for the task they are doing; as outlined in the respective procedure manuals. Failure to do so is cause for removal from the job.

Right to Refuse Dangerous Work

An employee, at work, has the right to refuse dangerous work if he or she has reasonable cause to believe that:

- a condition exists at work that presents a danger to himself or herself;
- the use or operation of a machine or thing presents a danger to the employee or a co-worker;
- the performance of an activity constitutes a danger to the employee or to another employee.

In order for an employee to be protected by the Code when exercising the right to refuse, the employee must follow the proper procedure. See section 128. (1) & (2) of the Canada Labour Code Part II for more information.

Reporting of Injuries

All injuries/accidents, no matter how minor, must be reported to First Aid when they occur. Failure to do so is a direct violation of the company's Injury Management Program.

General Site Health & Safety Policies

For your protection the following are general site safety rules applicable to both employees and visitors.

- All persons entering the site for the first time must receive a copy of this Site Health & Safety Orientation brochure.
- All persons must wear Personal Protective Equipment (PPE) required of the position and/or appropriate for the purpose of their site visit (examples of PPE include, but is not limited to, safety vests and safety footwear) .
- Warning signs shall be observed at all times—stop at rail crossings if blue lights are flashing (railcar switching warning system).
- Vehicles must be parked in designated areas only. There is general parking outside the gate and designated parking spots for visitors, office staff, ship loading and lines employees.
- Drugs, alcohol and smoking are not permitted (strictly enforced).
- Littering is also not permitted (strictly enforced).
- Site speed limit is 20km/h, warehouses 10km/h (strictly enforced).
- Pedestrians must use marked (yellow paint) walkways.
- In case of emergency, the Operations Superintendent(s) will notify all employees and visitors, when required, to move to the closest Muster station or when site evacuation is necessary.

We respectfully require you to adhere to the above. If there are any questions please contact your supervisor or a company representative (in the case of a site visitor).