



**Title: Anti-Litter Policy**

**Version: 1.3**

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<b>Document</b>	<b>Rev #</b>	<b>Date</b>	<b>Originator</b>	<b>Details of Change</b>
POL-011	1.0	26-Mar-15	SQT	Original Draft
POL-011	1.1	1-May-16	SQT	Updated signature
POL-011	1.2	21-Dec-16	SQT	Updated title page
POL-011	1.3	24-Oct-18	SQT	Updated signature to P. Morris

## Our Commitment

At Squamish Terminals, as outlined in our Environmental Policy, we are committed to a clean, healthy environment. Litter prevention and cleanup is part of this commitment and is everyone's responsibility. The purpose of this policy is to prevent the act of littering by employees and visitors while on company property.

## Background

Our maintenance team works hard to keep our site clean, but we continue to have a litter problem, which costs everyone – not just the cost of cleanup. It also sends a negative message to our employees, visitors (customers, suppliers) and community. Additionally, we work in the Squamish Estuary and we experience high winds; our litter can end up in the ocean affecting sensitive plant and wildlife habitat. Furthermore, we have spent resources putting in place waste bins (garbage and recycling) around the site to help prevent the act of littering. Nevertheless, littering is still taking place.

## Scope

No employee or visitor (supplier, contractor, customer, etc.) are permitted to litter on company property. Company property includes berths, outside laydown/storage areas, warehouses, all other buildings, mobile equipment, company vehicles, parking areas, roadways (up to our welcome sign), and rip rap.

## Joint (Company & Employee) Responsibilities

- See garbage where it shouldn't be, pick it up and dispose of it properly and/or report it.
- Hold on to your trash until you find a garbage can or recycling bin.
- Keep a litter bag in your vehicle and toss the bag out in the garbage can when you get home or at work.
- In smoking area dispose of cigarette butts in receptacles provided. **DID YOU KNOW:** Littered cigarette filters contain toxic chemicals that leak into the air and water than can take decades to degrade. Littered butts are also the cause of fires.

## Company Specific Responsibilities

- Where possible make sure waste bins have lids that closes securely (goal is to avoid bags being ripped open and/or waste blowing out and around the site).
- Frequently check dumpsters and other waste bins to ensure lids are closed and locked down (where applicable).
- Keep company property and area around company property clean and well kept.

## Enforcement of Policy

- To report litter or the act of littering please contact your supervisor or the Maintenance Department at ext. 331.
- To provide suggestions on how we can reduce litter on our site please contact your supervisor or use the Employee Suggestion Box (Operations Lunchroom).
- From time to time the Company will post Do Not Litter posters to generate awareness for our Anti-Litter Policy.
- DID YOU KNOW? If caught creating litter problems in Squamish, you could face a fine of up to \$2,000 (Bylaw No. 1868, 2005).

## Top 10 Anti-Littering Tips

1. **Once you butt out, butt in.** Smokers, put your butts in the receptacles provided (smoking area).
2. **You can pop it in the bin.** Recycle your pop cans and bottles.
3. **Roll up to the bin and toss it in.** Everyone's drinking coffee on the go - make sure your cup ends up in the recycling bin (preferably empty).
4. **Don't make yesterday's news tomorrow's trash.** The real news would be if we all recycled our newspapers.
5. **Fast food = fast litter.** Put the brakes on fast food litter.
6. **Plastic Aint My Bag.** Use reusable bags.
7. **Gum shoe blues.** Aim for the bin, not the sidewalk.
8. **Everybody needs a pick-me-up.** Pledge to pick up one piece of litter daily.
9. **Bin there, do that.** With all those bins out there, just walk those few extra steps.
10. **Talking trash is okay.** Remind family, friends, kids and colleagues not to litter.

Squamish Terminals will continuously seek opportunities to improve our adherence to these principles, and will periodically report progress to our stakeholders. A sound Anti-Litter Policy, as part of our Environmental Policy and Environmental Management System, benefits our employees, customers, partners and suppliers by contributing to the overall well-being and economic health of the community we serve. All of us share in the responsibility for adhering to and enforcing this policy.

Approved By:



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Paul Morris  
Terminal Manager