



Title: Lighting Policy

Version: 1.1

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POL-019	1.0	2017-12-15	SQT	Created
POL-019	1.1	2018-10-25	SQT	Updated signature

Our Commitment

At Squamish Terminals, we are committed to a clean, healthy environment. We are committed to environmental excellence and continual improvement of our Environmental Management System (EMS). The goals of the Lighting Policy are:

- to reduce night time light pollution radiating from the terminal while ensuring adequate lighting levels for safety and security;
- to support the environmental stewardship and sustainability responsibilities of the terminal by considering the installation of lighting that is energy efficient, cost effective and easily maintainable; and
- to reduce our environmental footprint by reducing hydro use and costs, temporary lighting solutions, and lighting waste (e.g. reuse and/or proper disposal of light bulbs and other lighting parts).

Scope

SQT is a deep-water break bulk terminal situated on a 24 hectare (60 acre) site at the north end of Howe Sound, address 37500 Third Avenue, Squamish, B.C, V8B 0B1. This Lighting Policy applies to all buildings on site, all procedures and activities carried out on site at SQT for all services related to all commodities and stevedoring, it applies to maintenance and repairs carried out on site by employees and contractors and to administration staff and managers.

Procedures

The following practices and procedures shall be implemented in meeting the goals of this policy:

1. General Practices

- i) Lights are turned on and off by the Security Guard.
- ii) Towers C (Admin Office) and D (Guard House) on Light Control 2 are to remain in “Auto” position (light sensor mode) at all times.
- iii) During times of working activity, all other tower lights are switched to “Auto”.
- iv) During times of no working activity, all other tower lights are switched to off.

2. Lines Calls

- i) In non-daylight hours, the Security Guard will turn the appropriate berth tower lights on one hour prior to the scheduled lines call.
- ii) After the ship has docked, the tower lights are switched to “Auto” position while the ship is at dock, for safety and security.

3. Vessel at Berth

- i) When a ship is in dock, all tower lights on that berth are set to “Auto”.
- ii) When the ship leaves, all berth tower lights are turned to “Off”.

4. Warehouse Lights

- i) Inside warehouse lights are switched on and off by motion sensors located at the entrances of each warehouse. Once any sensor is tripped by driving or walking underneath it, it will turn all the lights in that warehouse on for 30 minutes. Each time another sensor is tripped, it will extend the on time. All employees should be made aware (by Foremen) of sensor locations and be vigilant at preventing unnecessary tripping of the sensors.
- ii) If lights are off at the start of a shift, after lunch or during the shift, employees need to walk or drive by any sensor to turn the lights on.

5. Rail (CN) Switching

- i) When CN wants to access our site (day or night) to pull or spot railcars, they are required to contact our Security Guard. Once they have made contact, our Security Guard is to grant CN access and let them know if there are any longshore activities happening on site. If there is work activity occurring, the Security Guard then contacts the Foreman working on site to advise them of CN's intentions. The Foreman then activates the blue light system. Once CN has come and gone, the Foreman then turns the blue light system off.
- ii) If there is no work activity occurring on site and it is dark out, after the Security Guard grants access to CN, they are to turn on 2 light breakers for the high tower lights. See attached the 2 breakers to turn to "auto". These are situated in the main electrical building south of #1 warehouse. As soon as CN has departed our site these lights are to be turned off again. This lighting is to help CN's switching crew to avoid tripping hazards and to have better visibility while working in the dark of night.

6. Energy Conservation

- i) This policy promotes energy conservation with efficient and cost-effective lighting. Preference will be given to the most efficient light bulbs types that are feasibly and effectively used in a given lighting situation.
- ii) As far as practicable, buildings shall be managed in a manner that minimizes unnecessary energy use and light spillage from building interior lighting, interior lighting should be turned off when not in use.
- iii) The Security Guard will do a walk round at the end of the day and turn off un-required lights.

Approved By:



Paul Morris
Terminal Manager