



Title: Vessel Crew Members Site Access Policy
Version: 2.1
Date: October 25, 2018

Document #: POL-020	Title: Vessel Crew Members Site Access Policy	Version # 2.1
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Document	Rev #	Date	Originator	Details of Change
POL-020	1.0	unknown	SQT	Created
POL-020	2.0	2018-03-28	SQT	Updated format, added biking and sign out requirements
POL-020	2.1	2018-10-25	SQT	Updated signature

Our Commitment

At Squamish Terminals, we are committed to the development, continuous improvement and promotion of a safe and healthy workplace, within the standards of our industry and in compliance with legislative requirements. We are committed to the prevention of accidents and the protection of all our resources, including employees, visitors and physical assets.

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 vessel crew member's site access policy applies to all crew members of all vessels while moored at Squamish Terminals.

Procedures

In order to ensure the safety of all crew members while on our Terminals and to comply with Transport Canada Security Regulations and the Canada Labour Code Part II, below is the procedure to be used by all crew members when accessing our site from the vessel and taking leave from the terminal:

- i) All vessel personnel accessing the site by foot are to be wearing a high-visibility safety vest. These vests can be left at the security office if the crew member plans to leave the site, and can be picked up on return.
- ii) When walking from the vessel to security office and back, ship's crew must use the safety walkways provided.
- iii) Biking is not permitted on site, if bikes are being used off site, they should be first walked to the security office.
- iv) To leave the terminal, each crew member must present valid identification the security guard. Each crew member will be presented with a "crew tag" for leaving the site, on return the "crew tag" should be handed back into security, and a high-viz vest put on to return to the vessel.

Approved By:



Paul Morris
Terminal Manager

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Vessel: _____

Squamish Terminals Representative

Date: _____

Vessel Representative

Date: _____

Emma Jarrett
MFSO