



Halterm Container Terminal Limited

Transport Driver Rule Sheet

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Rev 4

Date: 12/5/2018

IMS-11-03

Gate Hours: 7:00am – 5:00pm (4:30pm entry cut-off)

Terminal Safety (continued next page)

- If you and or passenger do not have a Fast Pass or HPA Trucker Pass you must use lane 4 to enter Processing Area. Report to security for a visitor pass with your government issued ID.
- In the event of a breakdown, provide location and notify Gate Staff at 902-421-1778 ext. 394
- Turn your radio to 89.5 FM to receive communications and stay tuned during full visit to Halterm.
- Maximum speed limits are 15 km/hr through the Marshalling Yard and Processing Areas and 30 km/hr in the terminal. Reduce speed in busy areas and when visibility is limited.
- All drivers and their passengers are required to wear a class 2 high-visibility vest and steel toe footwear when outside the vehicle.
- Twist-lock, locking/unlocking mechanisms on your chassis/equipment must be functional. Halterm cannot except container with issues unlocking load restraints and must be resolved before lining up for service. You must inform Gate Staff of any issues with unlocking load restraints before lining up for service.
- There is to be No Engine Idling at posted Stops at the Gate-in and Gate-out, Gate-In Scale at Lift-gate and Gate-Out at Lift-gate.
- Your beacon or four-way flashing lights must remain on from entry until exit.
- Usage of cell phones and other devices is strictly prohibited while driving or parked in roadways.
- Your access is restricted to assigned areas and sections only.
- When on scale and need assistance with lining up for service you must report to Security or Gate Staff to assist before entering yard.
- When in yard and instruction is unclear or if you require assistance, drive to Trouble Area and report to Security or Gate Staff to assist.
- Do not wait more than 10 minutes for row announcement on 89.5 FM or else report to Gate Staff.
- All vehicles shall always yield to pedestrians.
- Once on terminal, you must remain in your vehicle unless directed by Halterm staff, following signaling procedures, with reefer technician, or in a designated area for working load restraints and checking empties.
- Follow truck routes and do not take shortcuts. Green arrows have been painted on the yard to clarify the truck routes and direction of traffic flow to truck drivers visiting Halterm. Unless otherwise directed by Halterm employees, follow the traffic flow routes without deviation.
- Do not pass in sections unless instructed by Halterm staff. You are permitted to pass after being serviced in container row to exit section proceeding it is safe and roadways are clear.
- If instructed to pass by Halterm Staff, do not pass if a Rubber Tired Gantry (RTG) crane is moving towards your position. Do not drive under moving RTG or under a container lift. RTG's have an Audible Signal when they move. Look and listen and stay off the painted yellow RTG lines bordering each container row and return to roadways.
- Top Lift Forklift and Reach Stackers are equipped with a Flashing Blue Reverse Light and Audible Signal. All traffic must stop and yield to reversing equipment.
- Backing up is strictly prohibited! Small adjustments are expected when lining up for service however drive forward to resolve all issues unless directed otherwise by Halterm staff.
- When required to exit the truck to signal container down or asked to exit by Halterm Staff, you must follow Loading Procedures or instructions given by Halterm staff then return to your truck.
- You are to remain in Driver Safe Zones when following the Signaling Procedures unless otherwise directed by Halterm staff.
- Avoid driving in the Avoid area in front of the Garage in all cases unless instructed by Halterm Staff to drive in front of Garage. When instructed to drive in front of Garage the speed must be reduced to 15 km/hr.

Driver Acknowledgement of Orientation and Receipt of Rules

Safety.Customer Service.Timliness.Opportunity.Our People.Sustainability.Integrity



Transport Driver Rule Sheet

Terminal Safety Continued

- No U-Turns in front of the Garage.
- U-Turn to assigned section X front side must be completed before Avoid area in front of Garage.
- Do not drive or park on any hatched area except in designated roadways to cross over.
- Stay close to Container Roadway Line when lined up for service.
- No shortcuts through break roadway. The break roadway must only be used by traffic with assigned instruction to face south in sections D46S to D74S and E44S to E72S.
- Truck traffic is prohibited to enter on the brow of Berth C.
- STOP and YIELD to traffic in break roadway when crossing breaks. Stop completely.
- Obey all stops painted on roadway and traffic markings throughout the terminal. Stop completely.

Security

- If you and or passenger do not have a Fast Pass or HPA Trucker Pass you must use lane 4 to enter Processing Area. Report to security for a temporary visitor pass. You must have a government issued ID to obtain a visitor pass. The visitor pass is issued for single visit to the terminal and must be returned at exit back to security. After 3 visits to the terminal without a proper issued pass, truck driver will have to pay a fee.
- Your vehicle is subject to random search. Refusal will result in denied access to the terminal.
- Always wear your Pass and keep it above waist level.
- Your access is restricted to assigned areas and sections only.

Trains

- The Gate Staff will advise on channel 89.5 FM of all incoming trains.
- The security guard escorts all trains entering terminal via vehicle with flashing lights and will siren if needed.
- All vehicles must yield to both train and escort Vehicle.
- Do not ever cut between the train and the escort vehicle.
- When you see the escort vehicle, always stop and look at your surroundings, as a train may be starting an approach.
- If the train passes in front of the scale between the red buildings (left and right of scales) all traffic must pull off the scale and Stop at white stop markings. Wait for the train to pass this area or announcement to be made on how to enter the terminal from 89.5 FM.



Escort Vehicle

Code of Conduct

- Personnel shall treat others in a respectful, ethical and professional manner.
- Halterm Container Terminal will not tolerate any form of physical and/or psychological violence in our working environment.
- Halterm will not tolerate any verbal, written, and/or physical behaviors that constitute harassment.

Non-Compliance of Traffic Rules and Incident Report

- Violation of terminal rules may result in disciplinary action.

Print and Sign:	
Date:	