

## Port of Virginia Health and Safety Rules - Terminal Patrons



1	Vehicles and equipment must follow established traffic patterns and signage.
2	The speed limit is 20 mph, unless posted otherwise.
3	The use of a cell phone or personal electronic device, as well as wearing a headset, blue-tooth or ear buds is prohibited while <b>OPERATING</b> a <b>MOVING</b> vehicle/equipment <b>OR</b> while <b>OPERATING</b> controls such as hoisting a spreader bar <b>OR</b> while on foot within 50 feet of active cargo operations.
4	Seatbelt use is mandatory in a <b>MOVING</b> vehicle/equipment, to include the shoulder harness if equipped, as designed.
5	An ANSI-2 vest/shirt that is <b>YELLOW-GREEN</b> or <b>ORANGE</b> AND safety shoes must be worn, as designed, when outside on POV property, except in personal vehicle parking areas or when in/on a piece of equipment. This also applies on vessels, in warehouses, and in parts rooms. Suspenders do not meet this requirement. Terminal maintenance employees wear the authorized uniform. Motor carriers must wear closed-toe shoes. Eye and hand protection is required when exposed to or using a power saw, nail gun, chain cutter, grinder, or drill. Chainsaw use requires safety glasses plus full face protection with helmet, chaps, and leather gloves. Servicing open vehicle batteries requires safety glasses plus full face protection, apron, and gloves.
6	Hard hats that are OSHA compliant must be worn when exposed to a vertical hazard such as under a crane, on vessels, or in a transfer zone. Hard hats are also required for line-handler or land-bridge duties or within 50 feet of operating cargo handling equipment or heavy equipment. Bump caps are not acceptable.
7	Any action that has the potential to adversely impact the health or hygiene of employees, such as using bare hands to obtain ice from the ice machines, is prohibited. This also applies in work vehicles/equipment. Feeding or leaving food for animals is prohibited.
8	Littering is prohibited. This includes throwing trash on the ground, in work vehicles/equipment, or in the bed of a pickup truck.
9	Smoking/Vaping/E-Cigarette use is prohibited within 50 feet of cargo containers, on vessels, in work vehicles/equipment, inside buildings, or inside work booths.
10	Passing a <b>MOVING</b> vehicle/equipment is prohibited, unless road markings permit passing.
11	Driving or walking behind a vehicle/equipment that is moving in reverse, within 50 feet, is prohibited. When pedestrians are walking/working in an area exposed to vehicle traffic, they must be protected with cones, barriers, or painted safety lanes.
12	In Out-of-Gauge Cargo Areas, motor carriers must remain in their truck <b>OR be standing next to the groundman</b> <b>OR</b> be greater than 50 feet from <b>MOVING</b> container handling equipment. A test lift, as defined in the POV Operational Standards, is required.
13	Headlights must be used by <b>MOVING</b> vehicles/equipment between sunset and sunrise <b>OR</b> in reduced visibility due to weather.
14	Driving under idle Ship-to-Shore cranes, as a matter of convenience, is prohibited. Vehicle/equipment operators may drive or park under idle cranes to perform their job.
15	Vehicles, equipment, cargo, <b>GENSETS</b> , and chassis must be parked in a marked location <b>OR</b> if operational needs require it, may be parked in an unmarked location that does <b>NOT</b> create a <b>HAZARD</b> . Parking in a handicapped space without authorization or on the grass are included in this category. When an operator is not at the controls of a vehicle/equipment, the parking brake must be activated.
16	Personal vehicles are prohibited from entering areas in which cargo handling equipment operates, such as transfer zones, container stacks, rail yards, docks, piers, and out-of-gauge cargo areas. Access to these areas by company vehicles requires a placard on the driver and passenger side doors.
17	Equipment/vehicle operators must come to a complete <b>STOP</b> and then yield the right of way when departing container stacks or roadways, onto the berth highway.

18	When driving behind a Straddle Carrier or Shuttle Truck, do not follow closer than 50 feet.
19	Cargo handling equipment may only be operated on Port of Virginia property by employees who hold a valid Port of Virginia/HRSA certification.
20	A maximum of 3 vehicles/equipment may be parked on a crane leg AND be no wider than 3 vehicle widths from the hatch cover space AND remain behind the crane track yellow line AND move with the crane, within approximately two minutes. When a crane is down for maintenance or prior to operations, there is no restriction on the number of vehicles, as long as the adjacent crane is not affected.
21	Vehicles, equipment, and cargo may not be parked on the crane tracks. Exception: Foreman and Checker Vehicles may park on the off-shore crane track at least 10 feet from the STS, if there is space available between cranes. <b>Do not park with tires resting on the rubber panzer belt.</b>
22	Traffic on the berth highway must stop when directed by Slingers.
23	Driving vehicles/equipment requires unobstructed visibility or a spotter. Forklifts may only carry a pin bin in the one-high position. Forklifts on the dock must have an elevated flag.
24	Sitting or leaning on a pin bin that is in an active STS crane lane, is prohibited.
25	Vehicle/Equipment operators may not proceed within 50 feet of line-handlers that are securing/un-securing a vessel or within 50 feet of employees that are watering a vessel.
26	On Port of Virginia property, working above four feet requires fall protection, unless protected by railings. On vessels, working above eight feet requires fall protection. When in the basket of an aerial boom lift, employees require fall protection anytime the lift is moving OR the basket is above 4 feet. The use of a scissor lift or forklift man-basket does not require fall protection when inside the basket.
27	Hot work and Confined Space operations require a permit. Control of stored energy must be in conformance with OSHA Lock-out/Tag-out requirements. Equipment that is down for maintenance must be clearly marked and secured to prevent use.
28	When IN or NEAR vehicle traffic, workers elevated in an aerial lift or scissor lift must be protected with traffic cones or physical barriers. A vehicle escort is required when a lift is being moved.
29	Driving or walking through an operational area without the permission of the person controlling that operation, is prohibited. Moving a barrier that is intended to restrict access or entering an area/building that is marked as off limits, is prohibited.
30	Directing or supervising a Non-standard event or Management of Change action requires the completion of an NSEP/MOC plan, which is available in the POV Response Guide.
31	Walking, standing, sitting or residing under a suspended load or in an area where the load may fall or roll, to include placing hands or feet under a suspended load, is prohibited. This includes containerized cargo, break-bulk freight, equipment, or any other load.
32	Ladder use must be in compliance with the ladder section of the POV Operational Standards. When mounting or dismounting rail cars, use the ladder. To shimmy along the side of a rail car is prohibited.
33	Container labeling must be in compliance with HAZCOM regulations. Improper disposal of solid waste, such as bulbs, batteries, and refrigerant containing devices, is prohibited.
34	Petroleum spills and used absorbents must be removed on the same day as a spill and the floor of maintenance spaces must be free of excess oil at the end of the shift.
35	Any person with supervisory or management authority who directs an action that requires the violation of a TSEP rule or who tolerates non-conformance with a TSEP rule by an employee under their supervision, is subject to citation. H&S department approval is required prior to issuing this citation.
The Terminal Safety Excellence Program may be found at <a href="http://www.portofvirginia.com/who-we-are/health-and-safety">www.portofvirginia.com/who-we-are/health-and-safety</a> . Please send comments or questions to <a href="mailto:healthandsafety@vit.org">healthandsafety@vit.org</a>	