

Safety in Ports Guidance

SiP009: Compliance Checklist

A Port Skills and Safety Ltd document for members only. To be used in conjunction with SiP009: Lighting, version 2, published Oct 2025.

Section	Guidance	Compliance?	Comments / Actions
2.	Consult SiP000 Regulatory Framework and Guidance.		
3.	Risk assessments and light surveys for lighting in areas consider all lighting factors.		
4.	HSE HSG38, BS EN 12464, and CIBSE LG01 are referred to in risk assessments and applied to relevant areas.		
	A stevedore has confirmed adequate deck and under-deck lighting is available before cargo operations commence onboard a ship.		
5.	Lighting has suitable colour rendering to distinguish between colour-coded equipment.		
	Lighting has been selected based on relevant guidance (HSE HSG38, CIBSE LG01, BS EN 12464-1 and BS EN 12464-2) or with specialist advice where required.		
	Practical measures have been applied to lighting to minimise glare i.e. installation of low replacement lights and careful arrangement of luminaires.		
	Walkthrough or drive-through survey of areas affected with glare has been completed.		
	Initial risk assessment of glare combining operator feedback and walkthrough/drive through survey has been completed. In the event of ongoing glare issues, specialist advice has been sought to design appropriate control measures.		

	Port lighting schemes have managed lighting transitions from indoors to outdoors (and vice-versa), and avoided large differences in illuminance levels between adjoining areas.		
	Lighting design has been chosen reflective of the area's ground conditions, cargo properties and types of activities undertaken.		
	Risk assessments have been undertaken to determine if smart controls for lighting can be implemented in an area without its coverage and timing interfering with operations.		
	Appropriate correction factors have been applied on all types of lighting so measured lux levels reflect perceived brightness.		
6.	Risk assessments completed on lighting in hazardous areas ensure there is not any ignition risk present, with particular focus on enclosed spaces.		
	Practical protection measures have been taken where applicable to minimise fire hazard, such as anti-static coatings on lighting and sealed enclosures.		
	Lighting fixtures have been ATEX-certified appropriately for zone classification.		
	A regular cleaning procedure and inspection regime have been undertaken to prevent risk of heat build-up from dust accumulation.		

	A planned preventative maintenance schedule for ATEX lighting has been implemented and inspected by competent persons under permit-to-work controls.		
7.	Risk assessments have been complete to determine the implementation of emergency lighting for both indoors and outdoors.		
	Emergency lighting design has identified high-risk task areas and escape routes, and determined suitable illumination for them via risk assessment.		
	Open area (anti-panic) lighting has been installed for spaces greater than 60m ² when required.		
	The emergency lighting system complies with relevant British guidance such as BS 5266-1:2016 and A1:2020 (Emergency Lighting).		
	The lighting has a minimum emergency duration of one hour or longer based on risk assessment (recommended practice suggests 1-3 hours).		
	A testing and maintenance regime has been undertaken to ensure emergency lighting functionality on a regular basis.		
8.	A clear criteria for light surveys has been established, and updated following major operational or infrastructure changes that could change lighting requirements.		
	Light surveys have considered type of terminal, cargo, navigational safety and atmospheric conditions.		

	A structured programme of luminaire inspections has been established, with regular spot checks undertaken and accurate records of replacements maintained. (A particular focus on high-risk areas where light degradation poses significant hazards has been met).		
	Surveys have been completed to identify and eliminate any navigational aids within an area that can cast shadows and obstruct visibility. The survey concludes with clearly defined actions to address each hazard.		
	Competent personnel have carried out the surveys and reviewed results.		
9.	A structured maintenance regime has been adopted to monitor lighting and allow prompt repair or replacement of failed lighting. This regime also includes regular cleaning of luminaires to prevent obscured output, particularly in dusty areas.		
	Lighting systems have been regularly reviewed and risk assessed to ensure they remain fit for purpose after operational changes.		
	Lighting levels have been surveyed at appropriate intervals confirming adequate conditions have been maintained.		
	Regular spot checks have been undertaken to supplement surveys and allow early detection of issues.		
	A suitable calibrated illuminance meter with the correct accuracy, range, and correction features has been used.		

	Illuminance meters have been routinely serviced and calibrated at least every twelve months, and function-checked before each use.		
10.	Measurement points have been selected to represent typical lighting conditions, avoiding extremes or obstructions influencing readings.		
	Measurements have been taken at an appropriate height (typically 1m), unless risk assessment indicates otherwise.		
	The detector used to carry out the survey has been stationed parallel to the floor surface, with the aid of a adjustable stand if required.		
11.	Working areas have been divided into zones reflective of typical lighting conditions in the area.		
	Zones have been divided into squares of a size appropriate to the area's characteristics, and measurements taken from the centre of each.		
	Measurements have considered colour rendering and been repeated where lighting conditions vary.		
12.	Access routes have been divided into zones reflecting lighting changes along their length.		
	Measurements have been taken at regular intervals within each zone (e.g. 3m for long routes, 1m for short routes).		

	Pedestrian-only routes have minimum and average lux levels in line with requirements (no single measurement is less than 1.0 lux $\pm$ 20% and average measurement of each zone is no less than 5.0 lux).		
	Shared vehicle and pedestrian areas have higher illuminance levels in line with HSG38 and BS 12464.		
	Larger uniform areas have been measured using representative grid sampling.		
	Temporary lighting has only been included in surveys where it forms part of agreed safe working arrangements.		
13.	Written records of lighting surveys have been recorded with required information like date, time, location, and a full description of the lighting.		
	Written records have been prepared by a competent person, and detail recommendations for any remedial actions and completed follow ups.		
14.	Temporary lighting has only been implemented after a completed risk assessment determining that permanent light is not feasible.		
	Completed risk assessments have considered fire, dust and overheating risks where temporary lighting is used.		
	Cables and supports have been positioned to prevent trip hazards, impact hazards or obstruction.		

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	Portable lighting has only been used for the duration of the task and removed afterward.		
	Environmentally-friendly alternatives (e.g., solar, battery towers) have been considered before using diesel generators.		
	Diesel generator use has been risk assessed prior to implementation.		
	Manufacturer's instructions and HSG107 have been followed for temporary lighting equipment.		