



Annual ERP Update: November 2018

ERP Number	Date Received	Name of Plan Holder	Signature

ERP CORE*		SITE SECTION		
Date	Date	Details of Revision		
November 2018	November 2018	ERP name change from Midstream Pipeline & Terminals to Midstream. Title page – Name change to Husky Midstream 1.1 Activation Charts & Graphics 2.1 Government Notification Requirements Updated all references of ECON to MER Full annual ERP update Verification of contact information within Sections 3-4. New site section – 5.4 LLB Direct Pipeline		
March 2017	November 2017	ERP name change from Lloydminster Pipelines to Midstream Pipeline & Terminals. Creation of a multijurisdictional core (Alberta-Saskatchewan). Verification of contact information with Sections 3-4. Addition of a new bullet within the Hardisty section and CEPA.		
Date	Version	Revision	Details of Revision	Pages
September 2011	1	0	Full update of ERP and its components.	All
October 2011	1	1	Minor improvements as requested.	All
January 2012	1	2	Minor improvements as requested	All
May 2012	1	3	Table of Contents Section 1.3 Section 2.1 Section 2.5 Section 3.2 Section 3.5	All pages i, 74 - 76 pages 1 - 4 pages 4 - 9 pages 1 - 6 pages 1 - 2
March 2013	1	4	Full update of ERP and its components	All
August 2014	1	5	Full update of ERP and its components	All
August 2015	1	6	Full update of ERP and its components	All
November 2016			Annual update of ERP	Core sections 1 – 2, various pages, Site Specific Sections 3 – 6 All



This page has been left blank intentionally.



MIDSTREAM

EMERGENCY RESPONSE PLAN

24-HOUR EMERGENCY

780-875-4355

MAIN HUSKY EMERGENCY LINE

877-262-2111

This page has been left blank intentionally.



INITIAL NOTIFICATION AND RESPONSE

First on Scene Strategy

Situation Size-up Flowchart

1.0 ACTIVATION / PROCEDURES

1.1 Activation Charts and Graphics

- 1.1.1 First on Scene Strategy
- 1.1.2 Situation Size-up Flowchart
- 1.1.3 Husky ICS Organization Structure - All Functions
- 1.1.4 EOC Integration
- 1.1.5 Corporate Response Management Plan Activation - Emergency Event

1.2 Level of Emergency

- 1.2.1 Situation Assessment
- 1.2.2 Assessment Matrix for Classifying Incidents
- 1.2.3 Incident Response

1.3 Response Team Duties

- 1.3.1 Cross-reference: Team Duties to ICS Organization Structure
- 1.3.2 Incident Commander
- 1.3.3 On-site Supervisor
- 1.3.4 Public Protection Supervisor and Group Leader(s)
- 1.3.5 Site Safety
- 1.3.6 On-site Group Leaders and On-site Resources
- 1.3.7 Liaison Officer
- 1.3.8 Public Information Officer
- 1.3.9 Documentation Unit Leader
- 1.3.10 Safety Officer
- 1.3.11 Operations Section Chief
- 1.3.12 Roadblock Team
- 1.3.13 Rover Team
- 1.3.14 Telephone Notification Team
- 1.3.15 Air Monitoring Team
- 1.3.16 Reception Centre Team
- 1.3.17 Site / Office Evacuation Team
- 1.3.18 Muster Point Team
- 1.3.19 Staging Area Manager
- 1.3.20 Security Team
- 1.3.21 Planning Section Chief
- 1.3.22 Technical Specialists
- 1.3.23 Logistics Section Chief
- 1.3.24 Finance/Administration Section Chief
- 1.3.25 ICS Process Advisor
- 1.3.26 Search and Rescue Team
- 1.3.27 Deputy Incident Commander
- 1.3.28 Corporate Response Management Team Operations Manager

1.0 ACTIVATION / PROCEDURES, continued**1.4 General Scenario Response**

- 1.4.1 Public Concern
- 1.4.2 Medical Emergency
- 1.4.3 Confined Space Rescue
- 1.4.4 Fire / Explosions

1.4 General Scenario Response

- 1.4.5 Motor Vehicle Accident
- 1.4.6 Transportation of Dangerous Goods Incident
- 1.4.7 Pipeline Release
- 1.4.8 Petroleum Spills
- 1.4.9 Loss of Well Control
- 1.4.10 Shallow Gas Encounter During Drilling
- 1.4.11 General Guidelines of Chemical Hazards
 - 1.4.11.1 High Vapour Pressure (HVP) Product Release
 - 1.4.11.2 Liquefied Petroleum Gas (LPG) / Butane Release
 - 1.4.11.3 Natural Gas Liquids (NGL) Product Release
 - 1.4.11.4 Sour Gas Release
 - 1.4.11.5 Ethanol and Associated Chemicals Hazards
 - 1.4.11.6 Chlorine Dioxide (ClO₂) Release
- 1.4.12 Hazards Associated with Grain Storage and Movement
- 1.4.13 Effects of Hydrogen Sulphide (H₂S)
- 1.4.14 Medical Treatment for Hydrogen Sulphide (H₂S) Exposure
 - 1.4.14.1 Hydrogen Sulphide (H₂S)
 - 1.4.14.2 Health Effect of Hydrogen Sulphide
 - 1.4.14.3 Acute Exposure
 - 1.4.14.4 Approach to the Worker with Suspected Hydrogen Sulfide Exposure
 - 1.4.14.5 Guidelines for Return to Work (RTW)
- 1.4.15 Effects of Sulphur Dioxide (SO₂)
- 1.4.16 Medical Treatment for Sulphur Dioxide (SO₂) Exposure
- 1.4.17 Working in Remote Locations
- 1.4.18 Wildlife Encounter
- 1.4.19 Extreme Cold Considerations
- 1.4.20 Missing or Overdue Personnel / Aircraft / Vehicle
- 1.4.21 Ice Breakthrough
- 1.4.22 Helicopter Safety
- 1.4.23 Downed Aircraft
- 1.4.24 Natural Disasters
- 1.4.25 Nuclear Gauge Emergency Procedures
- 1.4.26 Control of Birds and Wildlife on Ponds and Other Hazardous Areas
 - 1.4.26.1 Groups Affected
 - 1.4.26.2 Purpose
 - 1.4.26.3 Policy Statement
 - 1.4.26.4 Personnel Health and Safety
 - 1.4.26.5 Environmental Impact
 - 1.4.26.6 Regulatory Framework
 - 1.4.26.7 Bird Control Measures
 - 1.4.26.8 Incident Response



1.0 ACTIVATION / PROCEDURES, continued

1.4.26.9. Capture, Handling and Transport of Oiled or Injured Birds and Other Wildlife

- 1.4.27 Notification of Next-of-Kin
- 1.4.28 Post Incident Procedures
- 1.4.29 Security Issues (Criminal Acts)

1.5 Forms

Initial

- 1.5.1 Form A: ICS Form #201
- 1.5.2 Form 1: First Call Communication Form
- 1.5.3 Form 2: Situation Report
- 1.5.4 Form 3: Incoming Call Record
- 1.5.5 Form 4: Primary ICS Functions
- 1.5.6 Form 5: Incident Action Plan
- 1.5.7 Form 6: Time and Event Record
- 1.5.8 Form 7: Emergency Site Assessment Worksheet
- 1.5.9 Form 8: Resource Status Form
- 1.5.10 Form 9: Staging Area Log
- 1.5.11 Form 10: Media Inquiry Form
- 1.5.12 Form 11: Incident Information Update
- 1.5.13 Form 12: Vehicle Accident Form
- 1.5.14 Form 13: Report a Wildfire Form
- 1.5.15 Form 14: Bomb Threat Form

Public Safety

- 1.5.16 Form 15: Air Monitoring Record
- 1.5.17 Form 16: Rover Communication Record
- 1.5.18 Form 17: Roadblock Record
- 1.5.19 Form 18: Notice of Evacuation
- 1.5.20 Form 19: Public Contact Record
- 1.5.21 Form 20: Shelter-in-Place Record
- 1.5.22 Form 21: Shelter-in-Place Message
- 1.5.23 Form 22: Voluntary Evacuation Message
- 1.5.24 Form 23: Requirement to Evacuate Message
- 1.5.25 Form 24: Reception Centre Registration Record
- 1.5.26 Form 25: Evacuee Concerns Record
- 1.5.27 Form 26: Daily Expenses Claim Form

Post Incident

- 1.5.28 Form 24: Post Incident Learnings Form

2.0 GUIDELINES

2.1 Government Notification Requirements

- 2.1.1 Notification Matrix for Alberta
- 2.1.2 Notification Matrix for Saskatchewan
- 2.1.3 Release Reporting Requirements (non-retail) - Alberta
- 2.1.4 Release Reporting Requirements (non-retail) – Saskatchewan
- 2.1.5 Government Initial Notification Protocol – Alberta
- 2.1.6 Government Initial Notification Protocol - Saskatchewan

2.0 GUIDELINES, continued

- 2.1.7 Lead Agency Roles - Alberta
- 2.1.8 Lead Agency Roles - Saskatchewan
- 2.1.9 Supporting Agency Roles - Alberta
- 2.1.10 Supporting Agency Roles - Saskatchewan
- 2.1.11 Federal Government Roles

2.2 Public Protection Methods

- 2.2.1 Introduction
- 2.2.2 Air Monitoring Protocol
- 2.2.3 Description of Public Safety Zones
- 2.2.4 Evacuation Guidelines
- 2.2.5 Public Protection Decision Tree
- 2.2.6 Shelter-in-Place
- 2.2.7 Roadblocks
- 2.2.8 Ignition Guidelines

2.3 Media

- 2.3.1 Media and Press Release Guideline

2.4 Plan Principles

- 2.4.1 Purpose of this ERP
- 2.4.2 ICS Structure
- 2.4.3 Response Facilities
- 2.4.4 Record Keeping
- 2.4.5 Training

2.5 Definitions and References

- 2.5.1 Definitions
- 2.5.2 Responder Safety Control Zones
- 2.5.3 Acronyms

3.0 DIRECTORY

- 3.1 Response Team
- 3.2 Emergency Services
- 3.3 Government Agencies
- 3.4 Support Services
- 3.5 Plan Distribution & Maintenance

4.0 SITE SPECIFIC

- 4.1 General Area Information
- 4.2 Site Specific Considerations
- 4.3 Equipment Lists
- 4.4 Technical Data
- 4.5 Maps



5.0 EMERGENCY RESPONSE PLAN

5.1 Lloydminster Terminal

5.2 Border Pipeline

5.3 LBX Pipeline

5.4 LLB Direct Pipeline

5.5 Cold Lake System

5.6 Saskatchewan System

5.7 Mainline System

5.8 Hardisty Terminal



This page has been left blank intentionally.



INITIAL NOTIFICATION AND RESPONSE

First on Scene Strategy.....	1
Situation Size-up Flowchart.....	3



The following section 1.1 contains the following redactions:

- Preamble: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 1.1.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 1.1.5: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

First on Scene Strategy

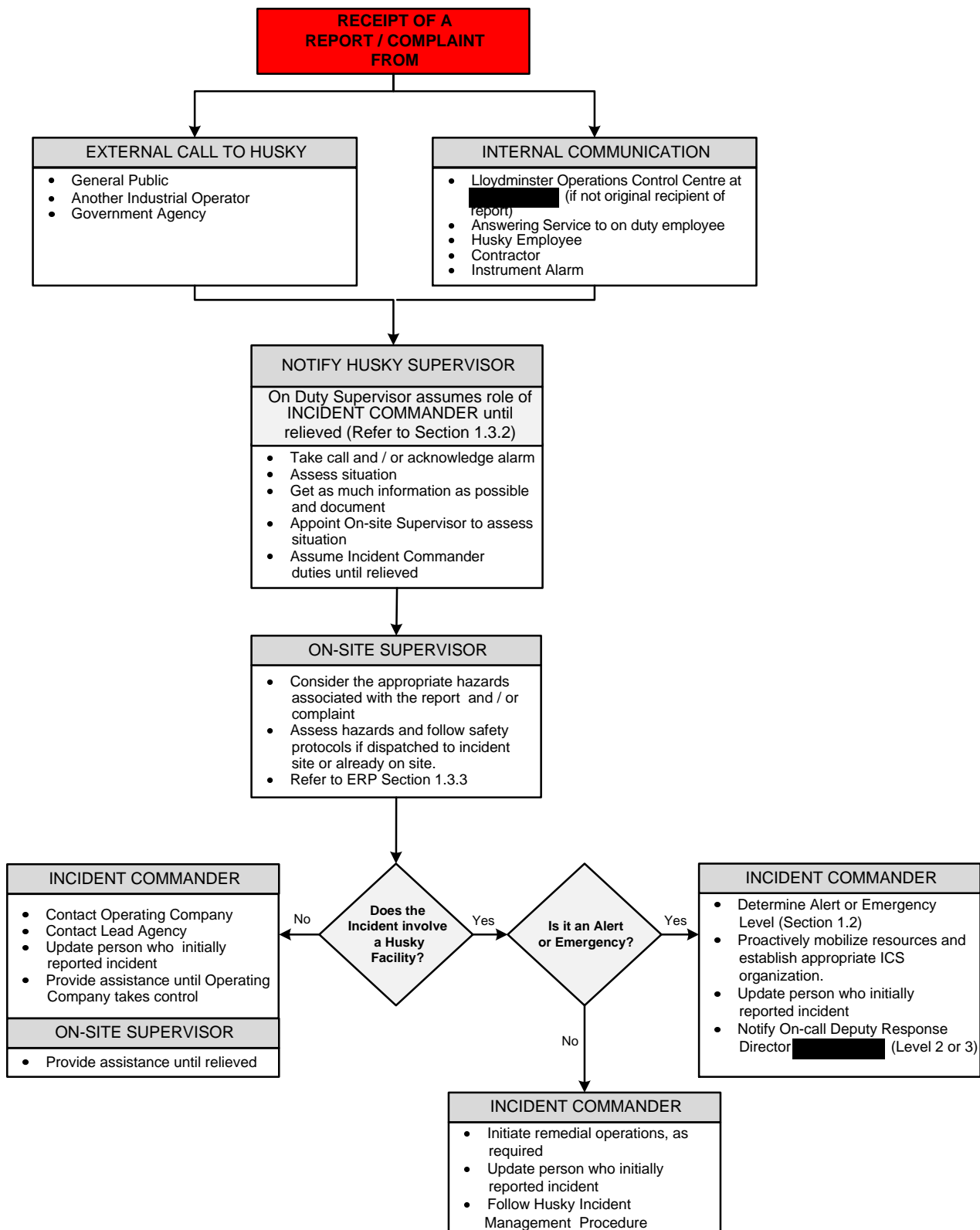
1	EVACUATE (Protect Yourself)	<ul style="list-style-type: none">• Get to a safe area away from the hazard
2	ALARM	<ul style="list-style-type: none">• Alert other onsite personnel• Call for help (a Husky supervisor and Lloydminster Operations Control Centre at 780-871-6621 as appropriate)
3	ASSESS	<ul style="list-style-type: none">• Resist the urge to rush in – others cannot be helped if you are injured• Gather at muster stations and conduct a head count• Consider wind direction• Identify exposure to environments that may be toxic, flammable, explosive or otherwise harmful• Ensure personnel understand hazards and control actions
4	PROTECT	<ul style="list-style-type: none">• Don breathing apparatus and other personal protective equipment as appropriate
5	RESCUE	<ul style="list-style-type: none">• As required, rescue personnel from hazardous areas to a safe area
6	FIRST AID	<ul style="list-style-type: none">• Conduct CPR and administer first aid as needed• Provide ongoing care; do not leave casualty unattended
7	MEDICAL AID	<ul style="list-style-type: none">• Arrange transport of victim(s) to medical aid• Provide information to Emergency Medical Services (EMS)
	ON-SITE SUPERVISOR	<ul style="list-style-type: none">• Assume On-site Supervisor duties until relieved<ul style="list-style-type: none">○ Take action to isolate, control or contain the incident○ Secure the area○ Refer to On-site Supervisor checklist in Section 1.3.3



This page has been left blank intentionally.



Situation Size-up Flowchart





This page has been left blank intentionally.



1.0 ACTIVATION / PROCEDURES

1.1 Activation Charts and Graphics

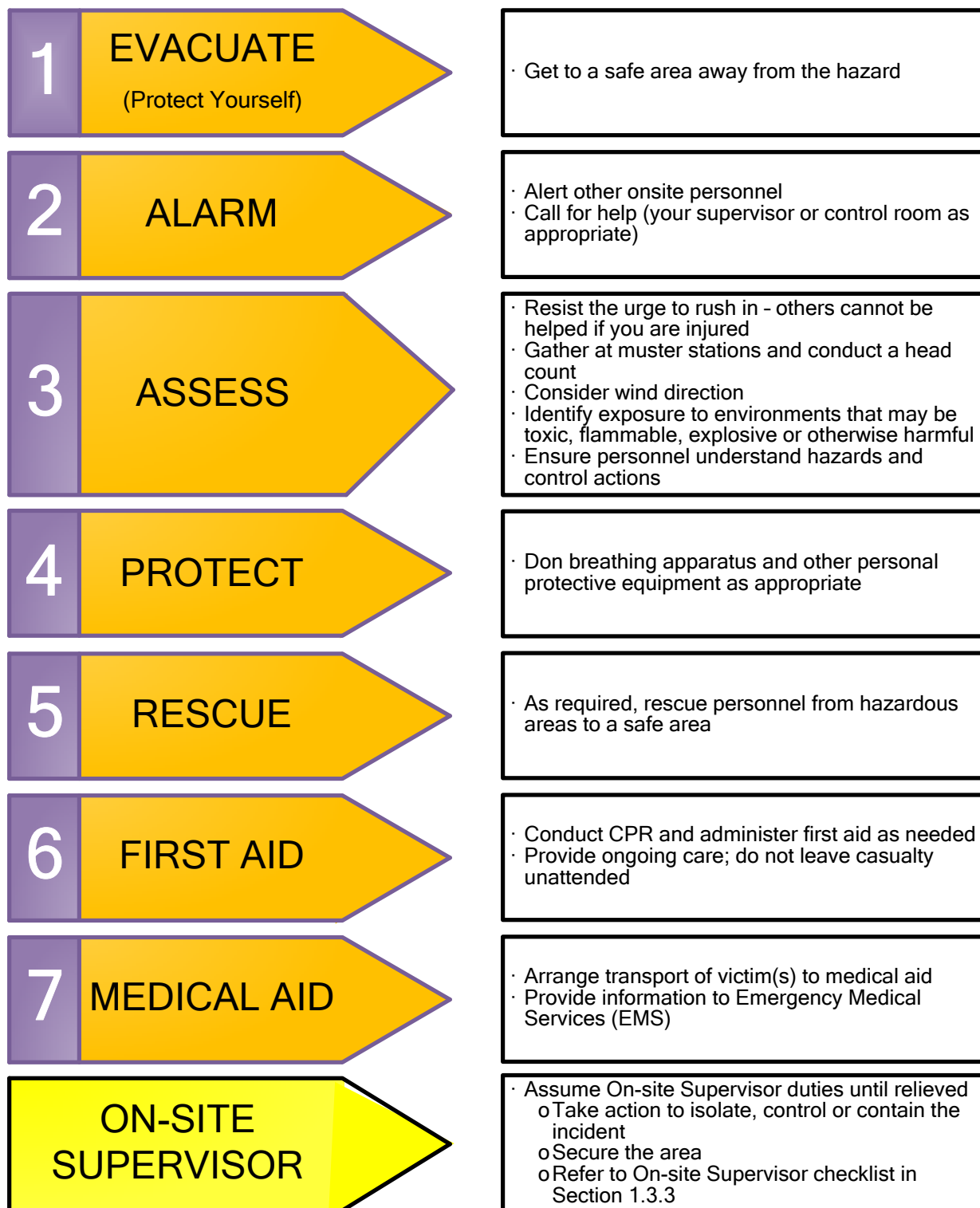
1.1.1	First on Scene Strategy.....	1
1.1.2	Situation Size-up Flowchart.....	3
1.1.3	Husky ICS Organization Structure - All Functions	5
1.1.4	EOC Integration	7
1.1.5	Corporate Response Management Plan Activation - Emergency Event	9



The following section 1.1 contains the following redactions:

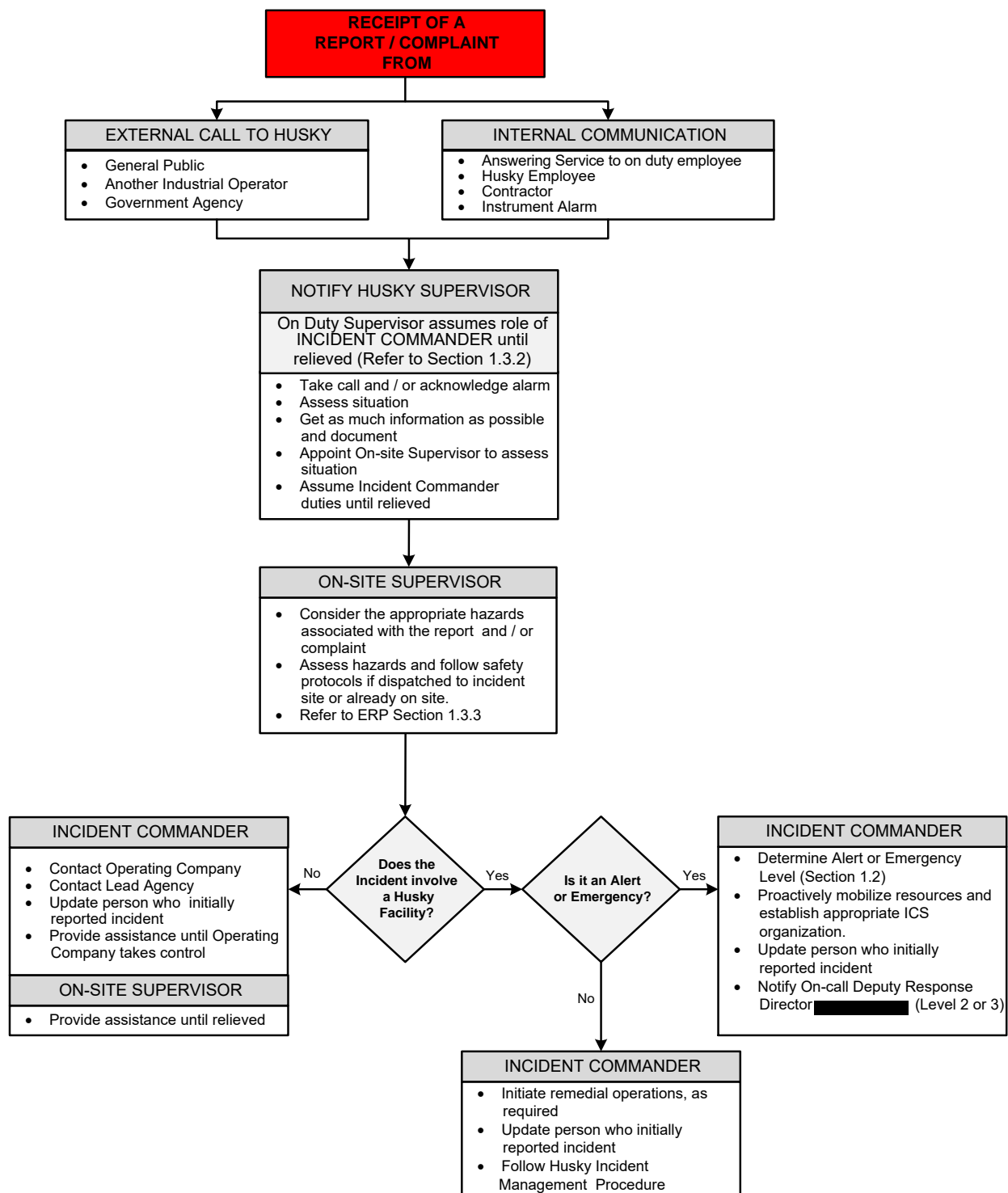
- Preamble: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 1.1.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 1.1.5: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

1.1.1 First on Scene Strategy

This page has been left blank intentionally.

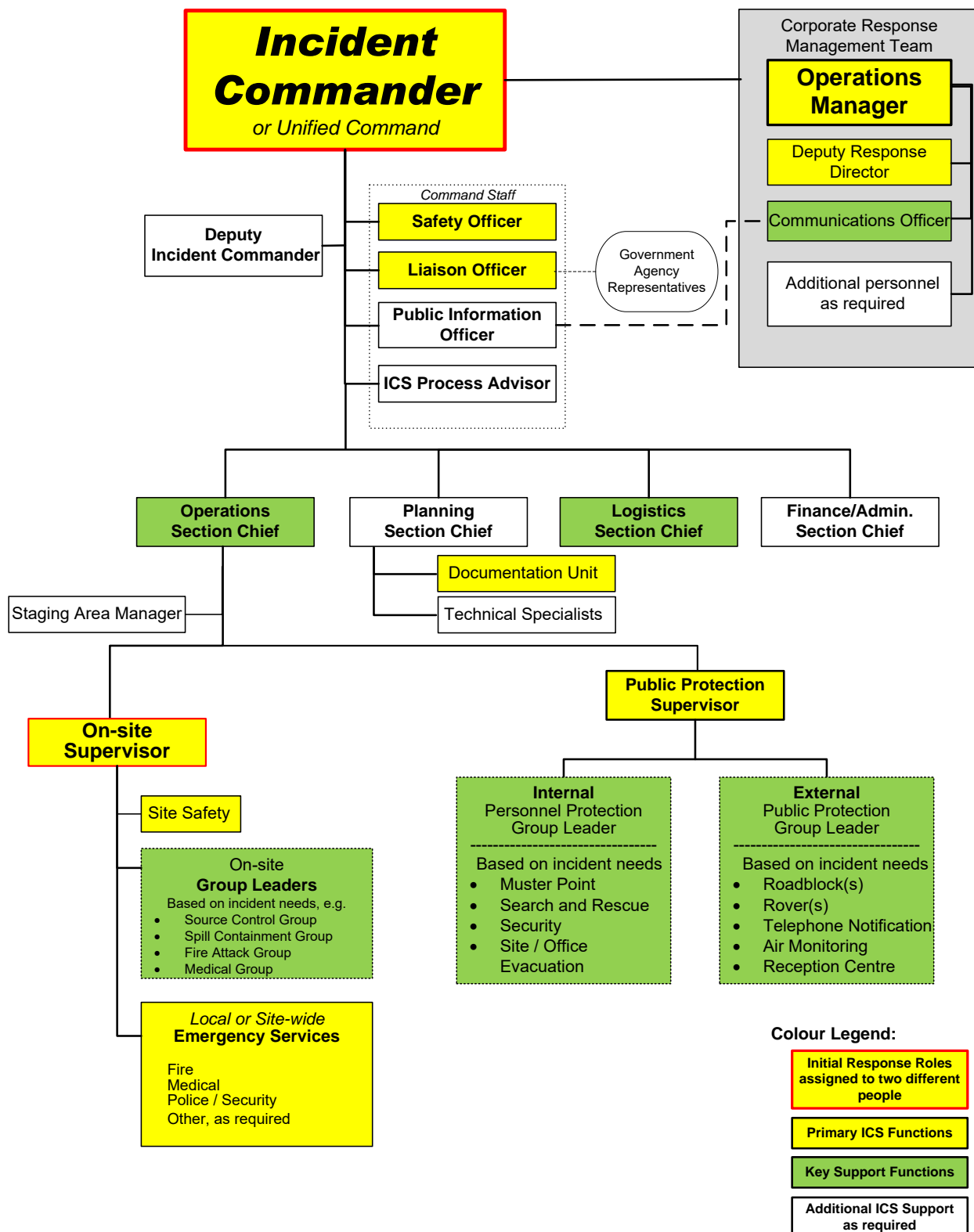
1.1.2 Situation Size-up Flowchart





This page has been left blank intentionally.

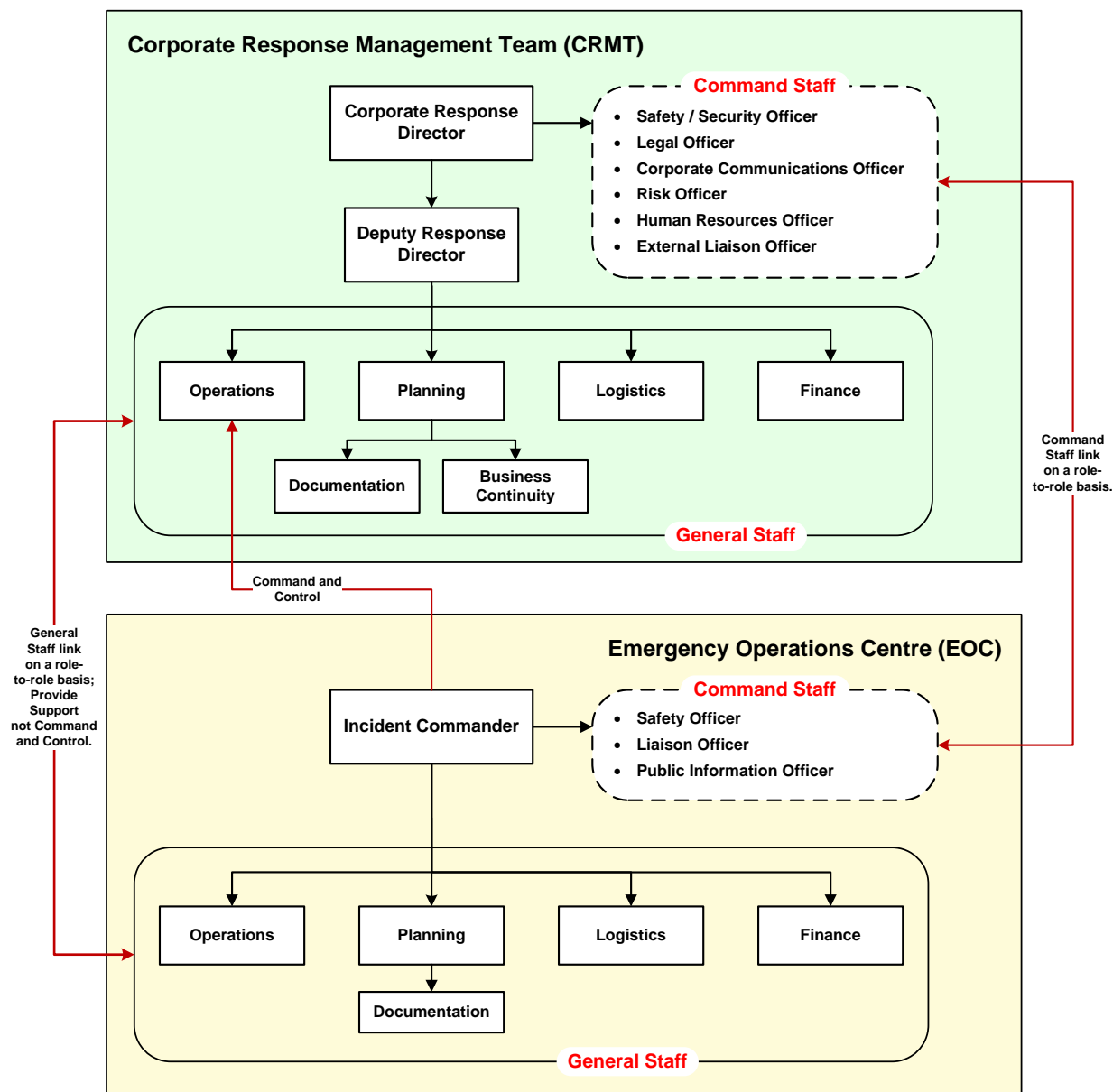
1.1.3 Husky ICS Organization Structure - All Functions





This page has been left blank intentionally.

1.1.4 EOC Integration



This page has been left blank intentionally.

1.1.5 Corporate Response Management Plan Activation - Emergency Event

Emergency Notification Protocol:

All level 2 and 3 emergencies shall be reported to the On Call Deputy Director immediately once safe to do so.

*(CEN) Corporate Event Notification:

The Corporate Event Notification Procedure requires that the On Call Deputy Response Director and applicable Line Management be notified of certain event types within 1 hour of the BU representative being notified.

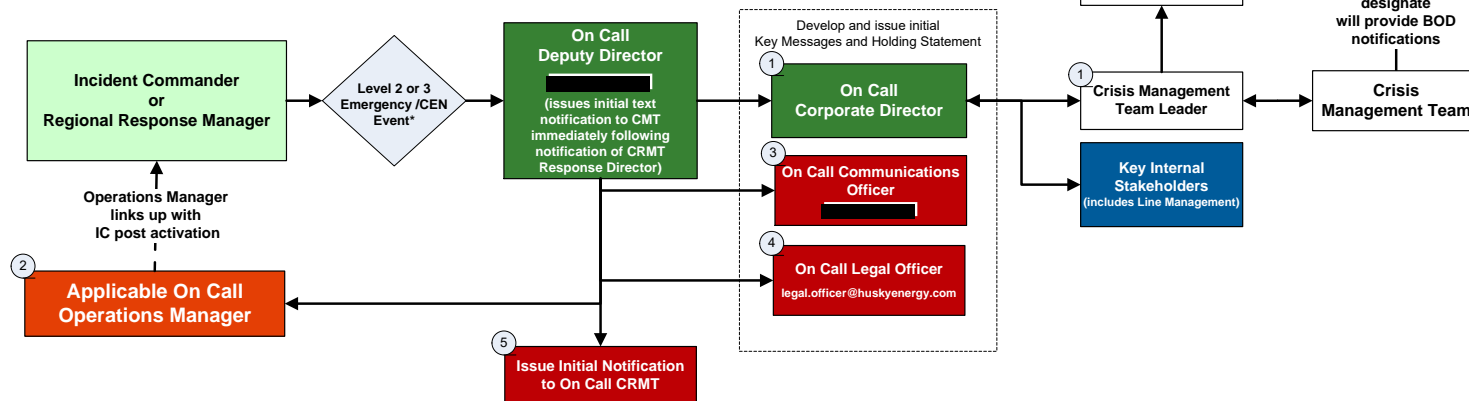
Important Notification Protocol:

All initial notifications shall be made via direct communication with the appropriate contact person either in person or via phone conversation. The following positions must be contacted via direct communication:

- Incident Commander or equivalent
- Line Manager
- CRMT Deputy Director
- CRMT Corporate Director
- CRMT Communications Officer
- CRMT Legal Officer
- CRMT Operations Manager
- Crisis Management Team (CMT) Leader

Initial Corporate Notification Protocol

All Initial Notifications to the Corporate Response Management Team (CRMT) shall go through the On Call Deputy Director at [REDACTED].



Local / Field Initial Notification Requirements

Incident Commander/ BU Representative or designate shall:

- Activate Local Emergency Services
- Determine the level of emergency or whether the incident requires Corporate Event Notification
- Notify On Call Deputy Director at [REDACTED]
- If time permits notify line management (may also request notification of line management be completed by the On-Call Deputy Response Director)
- Notify local / lead regulatory agencies

Emergency Level Definitions

Level 2 - There is no immediate danger outside the licensee's property or the right-of-way, but there is the potential for the emergency to extend beyond the licensee's property. Outside agencies need to be notified. Imminent control of the hazard is probable, but there is a moderate threat to the public and/or the environment. There may be local and regional media interest in the event.

Level 3 - The safety of the public is in jeopardy from a major uncontrolled hazard. There are likely significant and ongoing environmental impacts. Immediate multi-agency municipal and provincial government involvement is required. There may be regional and national media interest in the event.

Event types requiring Corporate Event Notification (CEN)

Notification is required for each of the Event Types summarized below. Refer to the Corporate Event Notification Procedure (Appendix A) for a more detailed Description of criteria and thresholds.

Fatality - Related to Husky operations (occupational & non-occupational)

Medical Transport / Evacuation

Air transport (occupational & non-occupational)

Ground or Marine Transport (occupational only)

Fire and/or explosions - Uncontained, being suppressed, requires external resources or multiple responders; or shut in/down of facility, process unit or living quarters

Public Safety - Public safety measures including external notifications

Spill - >10 bbs any substance (sensitive), or >100 bbs any substance (non-sensitive)

Release - 10 min unplanned, uncontrolled, sustained release (any substance), or HC release and loss of well control, or ERAP activated

Transportation - Loss of product by road or rail and Husky is consignor

Reputation and Regulatory - Stop Work Order and/or enforcement notice that could result in business interruption, or negative image due to external complaint, claim or allegation

Process Safety Tier 1 Incidents

Actual / Potential Serious Injury and Fatalities (SIF)

Husky Asset Damage - Resulting in unplanned production loss and could impact other BUs, or any offshore collision

Community - Potential impact related to public safety order / declaration of local state of emergency (wildfire, typhoon, tornado)

Security - Sabotage, terrorism, threat or deliberate action aimed at people, equipment, facilities, assets or operations

Natural Hazard - Potential impact related to wildlife, seismic, or weather

Office / Operations Closure - Related to emergency or voluntary down manning of an installation

Communicable Disease - Abnormally widespread sickness, or 15% absenteeism (BU or site-specific location)

Missing Person - Missing person and assumed victim of incident, or lost person at sea / man-over-board (MOB)

Corporate Response Management Team Initial Notification Requirements

On Call Deputy Director shall:

- Notify On Call Corporate Director, appropriate Operations Manager, Communications Officer, Legal Officer
- Send text notification to CMT, CRMT Director and applicable BU line management
- Activate / Alert On Call Corporate Response Management Team
- Send Corporate Event Notification (if applicable)

On Call Corporate Director shall:

- Work with Communication Officer and Legal Officer to develop initial Key Messages and Holding Statement
- Ensure notification of CMT Leader and applicable BU line management.

CRMT shall:

- Notify regulators and stakeholders as requested by the Incident Commander
- Issue external communications as required
- Issue internal communications to applicable staff

If this document is more than 6 months old, please contact [REDACTED] for an updated version.



Corporate Emergency Notification Procedures

On Call Deputy Director
[REDACTED] (24 Hour)

Corporate Communications
[REDACTED] (24 Hour)

May 2018



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.

1.2 Level of Emergency

1.2.1	Situation Assessment.....	1
1.2.2	Assessment Matrix for Classifying Incidents.....	3
1.2.3	Incident Response	4



This page has been left blank intentionally.

1.2.1 Situation Assessment

At any incident, there are four strategic priorities that need to be understood prior to any assessment or re-assessment of the situation:

1. **Life Safety** is always the first priority.
Consider the safety of all people in the immediate area, including your own.
2. **Incident Stabilization** – control and containment.
3. **Environmental protection** and property conservation.
4. **Effective internal and external communications.**

Before the situation can be classified as an Alert, Level 1, Level 2 or Level 3 Emergency, the On-site Supervisor and Incident Commander, in conjunction with the **Alberta Energy Regulator (AER) / Saskatchewan Ministry of Energy and Resources (MER)** should consider the following questions as they relate to the above priorities:

What is the problem?

- Are there other hazards or potential impacts?
- What is the quantity and nature of product or material?
- What is the type, condition and behaviour of container? (e.g. well, pipeline, vessel)
- Is the situation stable or unstable?
- Is there a potential for escalation of the incident?

What are the modifying conditions?

- Location – Remote, populated, difficult terrain, access, land spill or involving water
- Time - Time of day, response time
- Weather conditions - Temperature, wind direction, wind speed, weather forecast

What are the potential impacts?

- What is the impact to people? Life safety, injury/fatality, toxic or flammable release, public evacuation, impacts to drinking water
- What is the impact to the environment? Navigable water, lakes, rivers and streams, soil/ground water, wildlife/habitat, recreational use
- What is the external exposure? Media, regulatory, community, government
- What is the business exposure? Company assets, reputation, non-compliance, loss

What is the extent of control measures?

- Internal resources, amount and training of personnel, Personal Protective Equipment (PPE) and control equipment
- External resources – Oil Spill Co-ops, ERAC, municipal emergency responders and government agencies
- What is the probability that the emergency can be contained or controlled within a short time?

Once the situation has been assessed, Husky will use the Assessment Matrix for Classifying Incidents (Section 1.2.2) to classify and report an incident to the AER / MER.

The Husky Incident Commander declares the initial Alert or Emergency Level in order to immediately communicate and activate internal response resources.

Husky must contact the AER / MER to confirm the Emergency Level and clarify the specifics of the incident, immediately after it has communicated and activated internal response resources and required First Responders.

Once the situation improves, Husky must consult with the AER / MER before making any decision to downgrade or stand-down an emergency. The AER / MER will consult with other applicable agencies (e.g. local authority, health services) and confirm with Husky that the emergency downgrade or stand-down is appropriate. Husky must keep all notified and evacuated persons and the media informed of the status of an emergency.

Husky must keep all notified and evacuated persons and the media informed of the status of an emergency. As part of the post-incident activities, the following information needs to be provided to the evacuated or sheltered public:

- Incident Recovery / Status,
- Information on how the public can be reimbursed for out of pocket expenses, and,
- Husky contact for additional information.

1.2.2 Assessment Matrix for Classifying Incidents

Table 1 Consequence of Incident		
Rank	Category	Example of consequence in category
4	Catastrophic	<ul style="list-style-type: none"> Fatality. National and international media interest. Liquid release; off lease not contained – potential for, or is, impacting water or sensitive terrain. Gas release impact extends beyond lease – public health/safety jeopardized.
3	Major	<ul style="list-style-type: none"> Worker(s) requires hospitalization. Regional and national media interest. Liquid release extends beyond lease – not contained. Gas release impact extends beyond lease – public health/safety could be jeopardized.
2	Moderate	<ul style="list-style-type: none"> First aid treatment required for on-lease worker(s). Local and possible regional media interest. Liquid release not contained on lease. Gas release impact has potential to extend beyond lease.
1	Minor	<ul style="list-style-type: none"> No worker injuries. Little or no media interest. Liquid release contained on lease. Gas release impact on lease only.

Table 2 Likelihood of Incident Escalating* What is the likelihood that the incident will escalate resulting in an increased exposure to public health, safety, or the environment?		
Rank	Descriptor	Description
4	Almost certain or currently occurring	The incident is uncontrolled and there is little chance that the licensee will be able to bring the hazard under control in the near term. The licensee will require assistance from outside parties to remedy the situation.
3	Likely	Imminent and/or intermittent control of the incident is possible. The licensee has the capability of using internal and/or external resources to manage and bring the hazard under control in the near term.
2	Moderate	Control of the incident may have deteriorated but imminent control of the hazard by the licensee is probable. It is unlikely that the incident will further escalate.
1	Unlikely	The incident is contained or controlled and it is unlikely that the incident will escalate. There is no chance of additional hazards. Ongoing monitoring required.

Add the rank from both above tables to obtain Incident Classification in Table 3 below; then notify and discuss with the AER / MER.

Table 3 – Incident Classification	
Risk Level	Assessment Results
Very Low 2-3	Alert
Low 4-5	Level-1 emergency
Medium 6	Level-2 emergency
High 7-8	Level-3 emergency

1.2.3 Incident Response

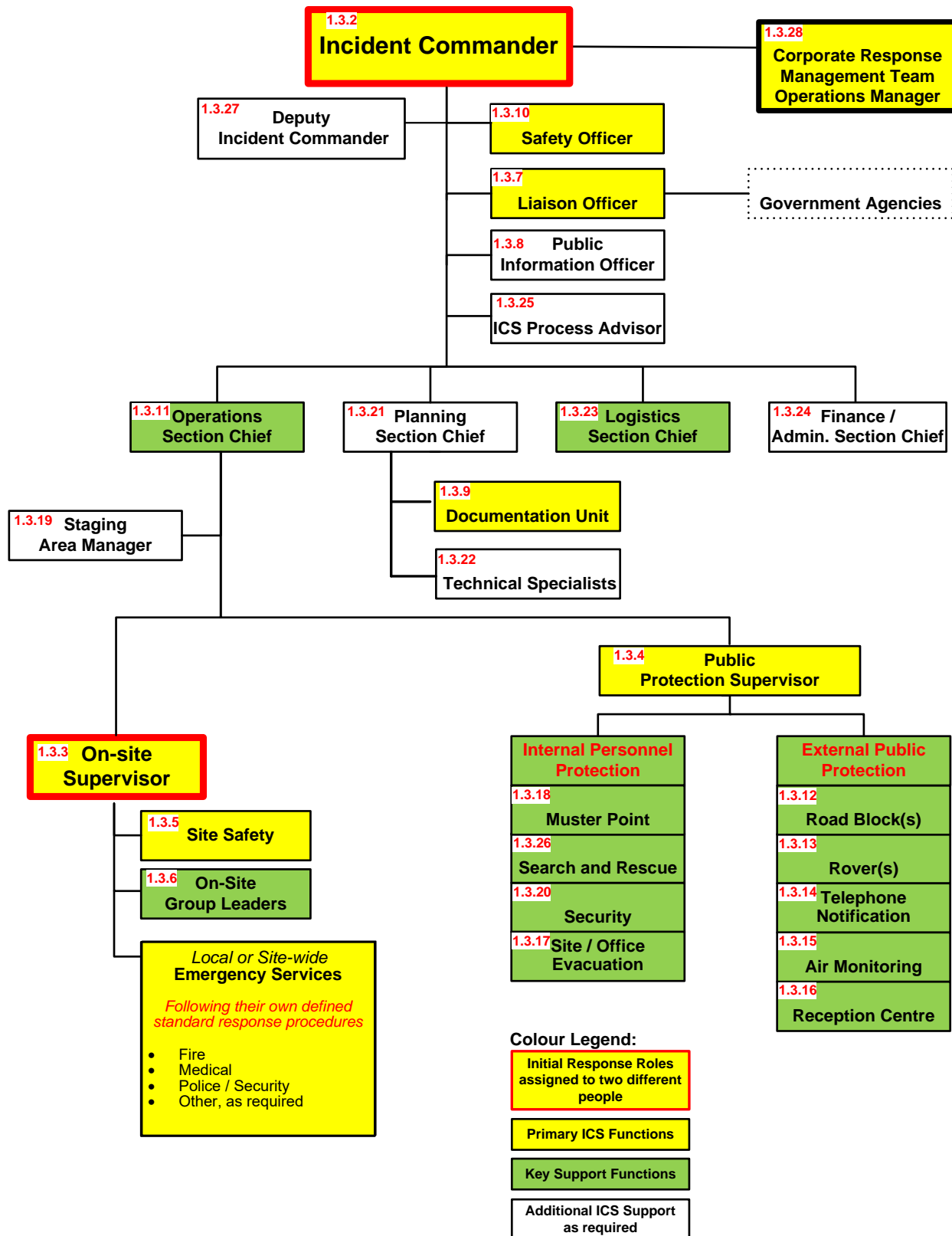
Responses	Alert	Level-1 emergency	Level-2 emergency	Level-3 emergency
Communications				
Internal	Discretionary, depending on licensee policy.	Notification of off-site management.	Notification of off-site management.	Notification of off-site management.
External Public	Courtesy, at licensee discretion.	Mandatory for individuals who have requested notification within the EPZ.	Planned and instructive in accordance with the specific ERP.	Planned and instructive in accordance with the specific ERP.
Media	Reactive, as required.	Reactive, as required.	Proactive media management to local or regional interest.	Proactive media management to national interest.
Government	Reactive, as required. Notify the AER / MER if public or media is contacted.	Notify the AER / MER. Call local authority and Health Service if public or media is contacted.	Notify the AER / MER, local authority, and Health Service.	Notify the AER / MER, local authority, and Health Service.
Actions				
Internal	On site, as required by licensee.	On site, as required by licensee. Initial response undertaken in accordance with the site-specific or corporate-level ERP.	Predetermined public safety actions are under way. Corporate management team alerted and may be appropriately engaged to support on-scene responders	Full implementation of incident management system.
External	On site, as required by licensee.	On site, as required by licensee.	Potential for multi-agency (operator, municipal, provincial, or federal) response.	Immediate multi-agency (operator, municipal, provincial, or federal) response.
Resources				
Internal	Immediate and local. No additional personnel required.	Establish what resources would be required.	Limited supplemental resources or personnel required.	Significant incremental resources required.
External	None.	Begin to establish resources that may be required.	Possible assistance from government agencies and external support services, as required.	Assistance from government agencies and external support services, as required.

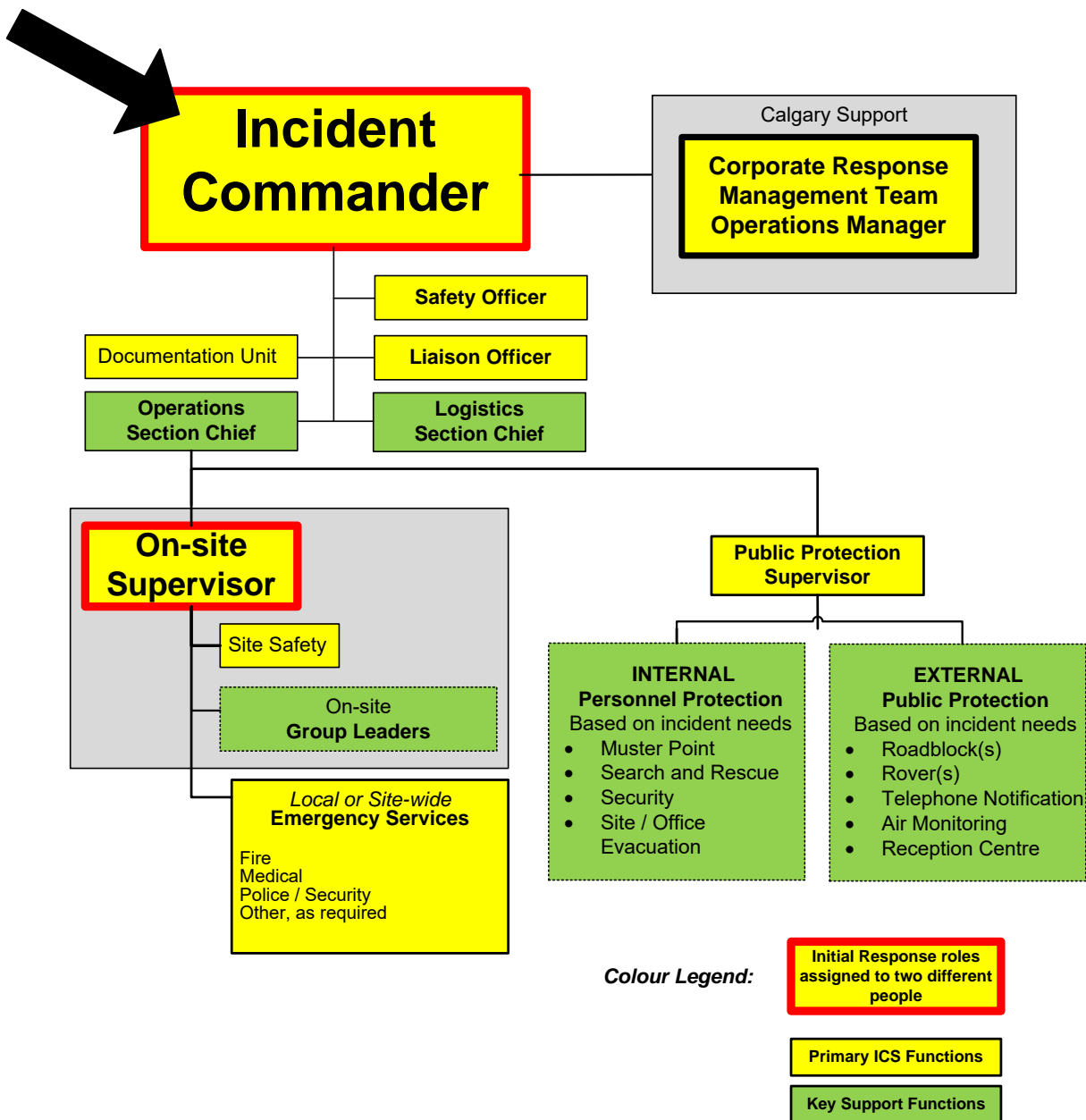
1.3 Response Team Duties

1.3.1	Cross-reference: Team Duties to ICS Organization Structure	1
1.3.2	Incident Commander	3
1.3.3	On-site Supervisor	5
1.3.4	Public Protection Supervisor and Group Leader(s)	7
1.3.5	Site Safety	11
1.3.6	On-site Group Leaders and On-site Resources.....	13
1.3.7	Liaison Officer	15
1.3.8	Public Information Officer	17
1.3.9	Documentation Unit Leader.....	19
1.3.10	Safety Officer	21
1.3.11	Operations Section Chief	23
1.3.12	Roadblock Team	25
1.3.13	Rover Team	27
1.3.14	Telephone Notification Team	29
1.3.15	Air Monitoring Team	31
1.3.16	Reception Centre Team	33
1.3.17	Site / Office Evacuation Team	35
1.3.18	Muster Point Team	39
1.3.19	Staging Area Manager	41
1.3.20	Security Team	43
1.3.21	Planning Section Chief	45
1.3.22	Technical Specialists.....	47
1.3.23	Logistics Section Chief	49
1.3.24	Finance/Administration Section Chief.....	51
1.3.25	ICS Process Advisor	53
1.3.26	Search and Rescue Team.....	55
1.3.27	Deputy Incident Commander.....	57
1.3.28	Corporate Response Management Team Operations Manager	59

This page has been left blank intentionally.

1.3.1 Cross-reference: Team Duties to ICS Organization Structure



Primary IC Functions


1.3.2 Incident Commander

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Person in charge of Husky emergency response including safety and health of the public and personnel Activates Husky Emergency Response Plan (ERP) to manage emergency or support mutual aid Sets objectives and develops Incident Action Plan (IAP) 	<ul style="list-style-type: none"> On-site Supervisor Section Chiefs Notification to the Corporate Response Management Team Command Staff 	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Clarify information / record data and assess the situation. (Complete Form 1: First Call Communication Form and send to the AER and Corporate Response Management Team.)
<input type="checkbox"/>	Complete Form A: ICS Form 201 (Alberta & Sask.).
<input type="checkbox"/>	Complete Form 1: First Call Communication Form and send to the AER and Corporate Response Management Team (Alberta only).
<input type="checkbox"/>	Appoint or dispatch an On-site Supervisor and backup as required.
<input type="checkbox"/>	Assess hazards and risk to life safety (workers / public / responders).
<input type="checkbox"/>	Proactively mobilize resources / responders. Build your team - get big fast!
<input type="checkbox"/>	Classify and communicate initial Alert or Emergency Level (and hazard zone).
<input type="checkbox"/>	Notify the On Call Deputy Response Director of any declared Level 2 or 3 emergencies.
<input type="checkbox"/>	Determine objectives and Incident Action Plan - Life Safety is # 1 Priority.
<input type="checkbox"/>	Ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>				Ensure the AER / MER is notified if public or media is contacted.
<input type="checkbox"/>				Ensure On Call Deputy Response Director is notified if public, media or AER / MER are contacted. Obtain advice and support.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Activate Emergency Operations Centre (EOC).
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure AER / MER is notified if media is contacted, municipal roads are blocked and / or if implementing public protection.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure AER / MER is notified of the Emergency Level, related status and action plan information.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobilize Air Monitoring Unit(s) for possible toxic releases.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure RCMP is notified / updated if provincial roads need to be blocked.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure notification to other required government agencies.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented. Set up roadblocks, secure identified hazard zone with mandatory evacuation or shelter-in-place strategies, with priority: those closest, those downwind and the rest of the zone.



<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Establish an appropriate ICS organization. Proactively assign other response functions and delegate responsibilities.	
<input type="checkbox"/>	Approve media releases.	
<input type="checkbox"/>	Develop and display response objectives in EOC.	
<input type="checkbox"/>	Document your conversations and activities (consider appointing a documentation person).	
<input type="checkbox"/>	Documentation - If solicitor-client privilege has not yet been established with the legal department, this should be discussed with the Corporate Response Director.	
<input type="checkbox"/>	Obtain Safety Officer's input and assessment of hazard / risk to personnel.	
<input type="checkbox"/>	Continuously re-evaluate actual / potential risks to life safety, the environment, the business impact and to company reputation impact.	
<input type="checkbox"/>	Ensure the appropriate ERP information is being referenced and followed, e.g. Public protection methods, incident specific response and site specific considerations.	
<input type="checkbox"/>	Re-classify and communicate Alert or Emergency Level – post in EOC.	
<input type="checkbox"/>	Regularly conduct Incident Briefings to confirm status (gaining / losing), refine objectives and the response priorities.	
<input type="checkbox"/>	Ensure air monitoring and evacuations continue.	
<input type="checkbox"/>	Ensure adequate safety and environmental protection measures are in place.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	
<input type="checkbox"/>	Authorize any call down of the emergency in conjunction with the AER / MER. They will consult with other government agencies as applicable and confirm with Husky that the emergency call-down is appropriate.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Confirm that any non-essential personnel or services are released.	
<input type="checkbox"/>	Ensure all responders are notified of the call down.	
<input type="checkbox"/>	Request the Corporate Response Management Team (Human Resource Officer) to arrange Critical Incident Stress Debriefing for personnel who could be psychologically impacted.	
<input type="checkbox"/>	Commission the preparation of incident investigation and reporting.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Conduct an incident response debriefing meeting with key responders.	
<input type="checkbox"/>	Ensure all documentation from the responders is collected and consolidated.	
<input type="checkbox"/>	Ensure that commitments made to any public or agencies are followed up.	
<input type="checkbox"/>	Ensure any public expense claims have been collected and are processed.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or collect and organize in preparation for the incident investigation.	

1.3.3 On-site Supervisor

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Manage the tactical on-site response and safety of all on-site personnel When requested by the Incident Commander, supervise other field-based functions (e.g. Roadblock Crews) until a Public Protection Supervisor (and/or Roadblock Leader) is appointed 	<ul style="list-style-type: none"> Incident Commander or Operations Section Chief if appointed Site Safety Direct reports on-site 	On-site Command Post (OSCP)

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Senior Husky On-site Representative – assume Husky ERP On-site Supervisor role	
<input type="checkbox"/>	If already on site , follow First on Scene Strategy: <ul style="list-style-type: none"> Evacuate: Protect yourself. Direct workers to safe muster areas, conduct a head count and provide instructions. Alarm: Call for help, alert others. Assess: Understand the hazards. Protect: Don personal protective equipment. Rescue: Rescue personnel as required. Revive: Conduct CPR and administer first aid. Medical Aid: Arrange for medical aid and care for casualties. 	
<input type="checkbox"/>	If dispatched to a potential incident location: <ul style="list-style-type: none"> Proceed with caution – as required, monitor / check for hazards. Approach from an upwind or crosswind direction. Ensure PPE such as breathing apparatus is within arm's reach. Assume danger; resist the urge to rush in – inspect site from a distance. Use the buddy system - wait for backup as required. Maintain communications with Incident Commander. When at or near site, follow First on Scene Strategy. 	
<input type="checkbox"/>	Assess hazards and potential risks, e.g. fire, explosion, toxicity, oxygen deficiency, ignition sources, and any restrictions to safe access and evacuation routes.	
<input type="checkbox"/>	Identify and secure the perimeter of the Hot Zone.	
<input type="checkbox"/>	Ensure access to the incident site is restricted to authorized personnel. <u>Until Public Protection Supervisor is appointed</u> – work with Incident Commander to keep people away from the hazard and implement proactive public protection actions with priority: those closest to the hazard and those downwind.	
<input type="checkbox"/>	Only when safety is assured, take immediate actions to gain control, shut down, isolate, de-pressure or contain incident following safe work procedures.	



Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Until Public Protection Supervisor is appointed – work with Incident Commander to keep people away from the hazard and implement proactive public protection actions with priority: those closest to the hazard, those downwind and the rest of the hazard area.
			<input type="checkbox"/>	Implement ignition procedures as required. The On-site Supervisor is empowered to independently implement the ignition procedures at any time it is believed workers or the public cannot be protected from escaping gases. See Section 2.2.8 for Ignition Guidelines.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Continually re-assess hazards and risk to life safety.	
<input type="checkbox"/>	Develop and maintain control of all on-site personnel and on-site group leaders.	
<input type="checkbox"/>	Request resources needed or anticipated. Resources waiting for assignment should remain at the Staging Area to eliminate congestion on-site.	
<input type="checkbox"/>	Document your communications and actions (consider appointing a documentation person).	
<input type="checkbox"/>	With the Incident Commander, define and prioritize critical issues.	
<input type="checkbox"/>	Conduct meetings with on-site leaders, review action plan, communications and safety, especially prior to work being undertaken within the Hot Zone.	
<input type="checkbox"/>	Allow the appropriate amount of time to develop clear and safe on-site response action plans. Talk through on-site response action plan before implementing.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Confirm that any non-essential personnel or services are released.	
<input type="checkbox"/>	Ensure all responders are notified of the call down.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.4 Public Protection Supervisor and Group Leader(s)

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Manage all internal and external public protection activities Responsible for accounting for personnel at the Husky site that are not involved with the incident, including site security 	<ul style="list-style-type: none"> Incident Commander Command Staff Public Protection Unit Once involved, leaders of supporting agencies involved in public protection support (e.g. RCMP, Local EMO Coordinator) 	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/> Initial Tasks	
<input type="checkbox"/>	Obtain a status briefing from the Incident Commander.
<input type="checkbox"/>	Clarify Alert or Emergency Level and implement urgent internal or external public safety actions.
<input type="checkbox"/>	Ensure proactive public safety notifications and actions are implemented as required.
<input type="checkbox"/>	Refer to Section 2.2 for additional information regarding public protection methods.
<input type="checkbox"/>	Maintain real time tracking of all public safety activities and status.
<input type="checkbox"/>	Proactively mobilize personnel to fill anticipated or needed public protection roles. Use Logistics. Dispatch the above services to the Staging Area and direct them to initiate their responsibilities.
<input type="checkbox"/>	Consider appointing and delegating the following two tasks to: <ul style="list-style-type: none">INTERNAL Personnel Protection Leader and / or EXTERNAL Public Protection Leader
<input checked="" type="checkbox"/> PERSONNEL PROTECTION	<input checked="" type="checkbox"/> PUBLIC PROTECTION
Internal evacuation and protection of personnel at the Husky site - that are not involved in the tactical response using site-specific procedures for mustering and head counts, search and rescue operations and site security.	External public protection for those nearest hazard or downwind - using roadblocks and environmental monitoring, advising public to shelter-in-place and/or evacuate, and establishing a Reception Centre, as required.
<input type="checkbox"/>	<input type="checkbox"/>
Ensure that the alarm system has been activated to notify personnel to gather at safe muster points using evacuation routes that take personnel who are: <ul style="list-style-type: none">Downwind of the incident site at a 90° angle to the wind to muster point.Upwind of the incident site further upwind from hazard to muster point.	<input type="checkbox"/>
	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
Proactively mobilize personnel to conduct internal personnel protection activities, e.g. <ul style="list-style-type: none">Mustering Point TeamSearch and Rescue TeamSecurity TeamSite / Office Evacuation Team	Proactively mobilize personnel to conduct public protection activities, e.g. <ul style="list-style-type: none">Rover TeamRoadblock TeamReception Centre TeamAir Monitoring Team(s)Telephone Notification Team

<input checked="" type="checkbox"/> Initial Tasks	
<input checked="" type="checkbox"/> PERSONNEL PROTECTION	<input checked="" type="checkbox"/> PUBLIC PROTECTION
<input type="checkbox"/> Ensure that muster procedures are followed and an accurate head count is conducted.	<input type="checkbox"/> Discuss sheltering and evacuation requirements with the Incident Commander. Focus evacuation or sheltering activities on the residents and businesses downwind and in close proximity to the hazard.
<input type="checkbox"/> Ensure Search and Rescue Team has proper personal protective equipment for hazards.	
<input type="checkbox"/> If personnel are believed to be missing, ensure that search and rescue hazards are understood, define strategy and assign responsibility to conduct search and rescue.	<input type="checkbox"/> If it is safe to evacuate public - do so. If conditions are unsafe to evacuate, promptly call and give shelter-in-place notification to residents and businesses.
<input type="checkbox"/> Ensure that the Security Team is advised and that access to the Husky site is limited to those authorized by the Incident Commander and that there is clear documentation of anyone leaving the site.	<input type="checkbox"/> Assign additional public safety response personnel as required. (e.g. Telephone Notification Team Lead and approximately 1 Telephoner for every 5 residences; Rovers and any helicopters used for evacuation or surveillance.)
<input type="checkbox"/> Ensure that any casualties are rescued to safe areas so that revival and medical aid activities can be administered.	<input type="checkbox"/> Ensure that air monitoring is mobilized for incidents, as required - Use Logistics.
<input type="checkbox"/> Work closely and take direction from Incident Commander in regard to any site-wide evacuation to ensure a safe, orderly and complete evacuation process.	<input type="checkbox"/> Coordinate proactive public safety notifications and actions: <ul style="list-style-type: none"> ○ In the absence of monitored downwind toxicity readings, Telephoners to call and advise residents to shelter in place until known that it would be safe for residents to evacuate. ○ Rovers to travel and personally notify and provide assistance as required to residents and transients.
<input type="checkbox"/> Maintain real time tracking of all public safety activities and status. (Section 1.5 Forms).	
<input type="checkbox"/> Ensure the following external public safety actions by Emergency Level are implemented.	

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobilize air monitoring units as required, depending on the emergency.
	<input type="checkbox"/>			Issue the voluntary evacuation to all stakeholders within the hazard area by telephone (Telephoners) and/or by sending personnel to notify in person (Rovers).
	<input type="checkbox"/>			Those stakeholders requiring assistance to voluntarily evacuate will be requested to Shelter-in-Place while waiting for assistance from Husky.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As required, establish Reception Centre to register evacuees who have evacuated. If limited resources, request that the Corporate Response Management Team establish the Reception Centre.
		<input type="checkbox"/>	<input type="checkbox"/>	Establish roadblocks and isolate hazard area. Identify roadblock locations. Ensure location is clearly visible and able to facilitate the turn-around of vehicles.
		<input type="checkbox"/>	<input type="checkbox"/>	Incorporate wind direction information when assigning evacuation priorities and selecting evacuation routes.
		<input type="checkbox"/>	<input type="checkbox"/>	Residents or industrial operators who voluntarily evacuated during a Level 1 are to have their locations revisited to confirm that they have evacuated.
		<input type="checkbox"/>	<input type="checkbox"/>	Direct a Rover to initiate mandatory evacuation of the hazard area. Distribute and post Form 18: Notice of Evacuation on all residences and industrial operations in the hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented. Priorities for public protection are the people: <ul style="list-style-type: none"> 1. Nearest the hazard in all directions. 2. Downwind of the hazard out to the edge of the defined hazard area and possibly beyond. 3. In the rest of full hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Continue air monitoring and hazard area evacuation.
		<input type="checkbox"/>	<input type="checkbox"/>	A shift in wind direction will require immediate re-evaluation of the public safety response priorities and the need for additional evacuation and/or sheltering.
		<input type="checkbox"/>	<input type="checkbox"/>	Work closely with Local EMO Coordinator, Local Authority, Health Services and other supporting agencies, as required.
		<input type="checkbox"/>	<input type="checkbox"/>	As required, advise the Incident Commander to task Liaison Officer to ask the AER / MER or EMO: <ul style="list-style-type: none"> o If they will issue public access restrictions.
		<input type="checkbox"/>	<input type="checkbox"/>	Prepare to monitor air quality conditions beyond the hazard area in the area downwind. Air monitoring will assist in determining the appropriate public protection methods beyond the hazard area. Provide local authority air quality data in order to facilitate the appropriate notifications.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Ensure each Telephoner knows exactly which message to deliver to each residence and business. As required, instruct Telephoner Team to contact principals of schools to inform them of students who may be affected by the incident.	
<input type="checkbox"/>	Maintain real time tracking of all public safety activities and status of public contacted. (Section 1.5 Forms).	
<input type="checkbox"/>	Provide required support to the Reception Centre Team Lead and Reception Centre Staff. <ul style="list-style-type: none"> Ensure that the Reception Centre Team is recording names of evacuees and crosschecking names to the confidential ERP resident lists. If evacuees decide to leave the centre, staff should attempt to obtain and record their destination and a contact number. Address and assist with accommodation and food requirements. Make arrangements to compensate evacuees' out-of-pocket expenses. NOTE: The school is responsible for school students until the children are dropped off at home (if safe to do so) or otherwise reunited with their parents. Therefore, if school busses (with children) are being sent to the Reception Centre, request that a school official (e.g. Principal or Teacher) come to the Reception Centre to care for the students. 	
<input type="checkbox"/>	Provide air monitoring information on a regular basis to the Local Authority, EMO and appropriate government agencies (e.g.: Environment, Health).	
<input type="checkbox"/>	Continually re-evaluate actual / potential risks to life safety and company reputation impact and keep Incident Commander advised.	
<input type="checkbox"/>	Ensure the appropriate ERP information is being referenced and followed (e.g. Public protection methods, response and site specific considerations).	
<input type="checkbox"/>	Regularly participate in Incident Briefings to confirm status (gaining / losing) and refine objectives and the response priorities.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Confirm that any non-essential personnel or services are released.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Ensure that all documentation from the responders is collected and consolidated.	
<input type="checkbox"/>	Ensure that the following information is provided to the Public that has been Evacuated or Sheltered in Place: <ul style="list-style-type: none"> Incident Recovery / Status, Information on how the public can be reimbursed for out of pocket expenses, and, Husky contact for additional information. 	
<input type="checkbox"/>	Ensure that commitments made to any public or agencies are followed up.	
<input type="checkbox"/>	Ensure any public expense claims have been collected and are processed.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.5 Site Safety

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Safety backup / site safety person Provide advice to On-site Supervisor on safety procedures 	<ul style="list-style-type: none"> On-site Supervisor On-site Group Leaders On-site responders Safety Officer 	On-site Command Post (OSCP)
Authority <ul style="list-style-type: none"> The Site Safety has the authority to alter or suspend any on-site activities that pose an immediate life safety threat. For all other activities that are considered unsafe, site safety may recommend corrective actions. 		

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Report to the On-site Command Post (OSCP). Check-in with On-site Supervisor and obtain a briefing. Life Safety is # 1 Priority.	
<input type="checkbox"/>	Identify current and potential responder safety hazards and life safety risks.	
<input type="checkbox"/>	Promptly and clearly make safety concerns known to On-site Supervisor.	
<input type="checkbox"/>	Manage or support safe medical response.	
<input type="checkbox"/>	Stop and/or prevent unsafe acts.	
<input type="checkbox"/>	Ensure incident scene is undisturbed except for emergency remedial actions and is recorded by diagrams and/or photographs.	
<input type="checkbox"/>	Determine your staffing requirements (Assistant Site Safety, replacement).	
<input type="checkbox"/>	Ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Immediately make safety concerns known to the On-site Supervisor.	
<input type="checkbox"/>	Identify hazardous situations associated with the incident.	
<input type="checkbox"/>	Ensure that air quality, water quality and any other toxicological monitoring is performed as required.	
<input type="checkbox"/>	Provide advice to On-site Supervisor regarding establishment of Hot Zone.	
<input type="checkbox"/>	As required, communicate with Safety Officer and get necessary support.	
<input type="checkbox"/>	Understand the current ICS organization and supervisory span of control. If there are more than 5 personnel reporting to the On-site Supervisor, recommend expansion of ICS structure and appointment of Group Leaders.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Assist On-site Supervisor to ensure the appropriate safety requirements are being followed. For example: <ul style="list-style-type: none"> ○ Use of appropriate personal protective equipment (PPE). ○ Safe and adequate lighting is in place as necessary. ○ First aid and burn kits are readily available. ○ Only radios designed and approved for use in flammable atmospheres are to be used in the hot zone (i.e. 'intrinsically safe'). ○ Proper grounding and bonding procedures are adhered to. ○ Responders park vehicles in safe locations upon arrival and there is no mass convergence or congestion that limits site access/egress. ○ Workers who show signs of stress, fatigue or other adverse symptoms are demobilized and sent for treatment if necessary. 	
<input type="checkbox"/>	Assist On-site Supervisor to ensure that appropriate safety and environmental protection measures are in place.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Advise the On-site Supervisor of any need to arrange Critical Incident Stress Debriefing for personnel who could be psychologically impacted.	
<input type="checkbox"/>	Determine if your position will require follow-up actions before leaving site.	
<input type="checkbox"/>	Deactivate your position when authorized by the On-site Supervisor.	
<input type="checkbox"/>	As requested, participate in the incident response debriefing meeting.	
<input type="checkbox"/>	As requested, support preparation of incident investigation and reporting	
<input type="checkbox"/>	Support completion of Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	



1.3.6 On-site Group Leaders and On-site Resources

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">Tactical on-site control and/or containment operations, as directed by the On-site Supervisor	<ul style="list-style-type: none">On-site SupervisorOn-site Group LeadersSite SafetyAny personnel who directly report to you	On-Site Command Post (OSCP)

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Report to the On-site Command Post (OSCP). Check-in with On-site Supervisor and obtain a briefing. Life Safety is # 1 Priority.	
<input type="checkbox"/>	Identify current and potential safety hazards and life safety risks.	
<input type="checkbox"/>	If already on site , follow First on Scene Strategy: <ul style="list-style-type: none">Evacuate Protect yourself. Direct workers to safe muster areas, conduct a head count and provide instructions.Alarm Call for help, alert others.Assess Understand the hazards.Protect Don personal protective equipment.Rescue Rescue personnel as required.Revive Conduct CPR and administer first aid.Medical Aid Arrange for medical aid and care for casualties.	
<input type="checkbox"/>	Ensure unprotected personnel do not enter hazardous areas (Hot Zone).	
<input type="checkbox"/>	As requested by the On-site Supervisor, help secure the perimeter of the Hot Zone.	
<input type="checkbox"/>	Only when safety is assured, and as requested by the On-site Supervisor, take immediate actions to gain control, shut down, isolate, de-pressure or contain incident following safe work procedures.	
<input type="checkbox"/>	You have the right and responsibility to refuse any work assignments that you believe are unsafe.	

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	As directed by the On-site Supervisor, keep people away from the hazard and implement proactive life safety actions with priority: those closest to the hazard, those downwind.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Continually re-assess hazards and risk to life safety.	
<input type="checkbox"/>	Ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.	
<input type="checkbox"/>	Develop and maintain control of all personnel who directly report to you.	
<input type="checkbox"/>	Request resources needed or anticipated. Resources waiting for assignment should remain at the Staging Area to avoid congestion on-site.	
<input type="checkbox"/>	Review planned on-site response actions and assess on-site communications and safety precautions.	
<input type="checkbox"/>	Ensure that you and your group have appropriate training and clearly understand the hazards and assigned tasks.	
<input type="checkbox"/>	Conduct pre-job meetings to ensure you understand your tasks, communications (verbal, signals), rescue, and control / containment procedures.	
<input type="checkbox"/>	Allow the appropriate amount of time to develop safe tactical on-site action plans.	
<input type="checkbox"/>	Talk through on-site response action plan before implementing to confirm that everyone in the group understands the hazards and their assigned tasks.	
<input type="checkbox"/>	Safely conduct tactical operations as planned, continuing to evaluate the risk to you and your group.	
<input type="checkbox"/>	Continue to monitor situation and modify response accordingly.	
<input type="checkbox"/>	Direct the group members as required. Stop any unsafe operations.	
<input type="checkbox"/>	Maintain on-going communication with the On-site Supervisor and individual members of your group.	
<input type="checkbox"/>	Watch the group members for signs of stress, fatigue and heat or cold exposure.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Confirm that any non-essential personnel or services are released.	
<input type="checkbox"/>	Ensure all personnel who directly report to you are notified of the call down.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.7 Liaison Officer

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Initial notification to applicable government agencies Point of contact for assisting or cooperating agency representatives 	<ul style="list-style-type: none"> Incident Commander Assisting or cooperating agency representatives Command Staff Corporate External Liaison Officer 	Emergency Operations Centre (EOC) Note: Liaison Officer may work in an area / office separate from or adjacent to the EOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	As directed, go to the Emergency Operations Centre and/or obtain a status briefing from the Incident Commander.	
<input type="checkbox"/>	Clarify information and complete Form 1: First Call Communication Form.	
<input type="checkbox"/>	Clarify the classification of Alert or Emergency Level and understand how it was determined (current situation and potential to increase in severity).	
<input type="checkbox"/>	Review Section 2.1.1 Contact Requirements by Incident Type.	
<input type="checkbox"/>	Make all required notifications to the AER / MER, Local EMO Coordinator and other government agencies. Document details of each conversation and the name of the agency representative contacted. <ul style="list-style-type: none"> If you are in doubt whether a particular agency should be notified, make the notification, even if it is a courtesy notification. 	
<input type="checkbox"/>	Advise the Incident Commander of any outstanding questions or concerns from the AER / MER, Local Authority or other government agencies.	
<input type="checkbox"/>	Identify affected contractors working for Husky at the time of the incident and confirm whether the contractor's head office has been or needs to be notified.	
<input type="checkbox"/>	Confirm Incident Commander or Deputy Incident Commander has notified the On Call Deputy Response Director of any emergency.	
<input type="checkbox"/>	Link up with the Corporate External Liaison Officer to coordinate actions.	

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notify and regularly update the AER / MER of the Alert or Emergency Level, status and action plan.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm the Incident Commander or Deputy Incident Commander has notified the On Call Deputy Response Director if public, media or Local Authority is advised.
		<input type="checkbox"/>	<input type="checkbox"/>	Notify Local Authority and Regional Health Authority if municipal roads are blocked and / or if implementing public protection.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notify Local Authority and Regional Health Authority if media is contacted.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure RCMP is notified / updated if provincial roads need to be blocked.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notify and regularly update all other required agencies as per Section 2.1.1 Contact requirements by Incident Type.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Document your conversations and activities (consider appointing a documentation person).	
<input type="checkbox"/>	Distinguish agencies and categorize them into two groups: <ul style="list-style-type: none"> Cooperating agency representatives (observing/providing advice). Assisting agency representatives (providing resources and support). 	
<input type="checkbox"/>	With IC approval, re-assign assisting agencies to the Operations Section, and cooperating agencies to the Planning Section.	
<input type="checkbox"/>	If you are asked to contact a potential supporting agency e.g. the RCMP, confirm with Logistics Section Chief who will contact potential supporting agencies to ensure duplicate calls are not made. When the call is made: <ul style="list-style-type: none"> Provide your name, response position and contact numbers. Briefly explain the situation and clarify the support required. Confirm whether or not they will be able to provide support and a safe location to meet a Husky representative e.g. Staging Area. Obtain name / phone number of agency representative being dispatched and the estimated time of arrival. Immediately update Logistics Section Chief, the Public Protection Supervisor and the Incident Commander of the results and details of the mobilization of any supporting agency. 	
<input type="checkbox"/>	Ensure the AER / MER is regularly provided updates of incident status.	
<input type="checkbox"/>	Participate in planning meetings, providing limitations and capability of assisting agency resources.	
<input type="checkbox"/>	With review and approval from the Incident Commander, ask the AER / MER or EMO: <ul style="list-style-type: none"> If they will issue public access restrictions. To contact NAVCANADA to issue a Notice to Airmen (NOTAM) for closure of air space above the incident site. 	
<input type="checkbox"/>	Handle requests from agencies for Husky liaison personnel to be present at any activated agency emergency operations centre(s).	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Incident Commander and Command Staff. Fully brief your relief on events and status of actions being taken.	
<input type="checkbox"/>	When requested by the IC, contact the AER / MER to obtain approval for any call down of the emergency in conjunction with them.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure all agencies are notified of the call down.	
<input type="checkbox"/>	Ensure that commitments made to any agencies are completed.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.8 Public Information Officer

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Point of contact for local media and general public inquiries Work closely with Husky Corporate Communications and with any involved agency communications staff. 	<ul style="list-style-type: none"> Incident Commander Husky Corporate Communications Officer Command Staff Local media 	Emergency Operations Centre (EOC) Note: Public Information Officer may work in an area / office separate from or adjacent to the EOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Obtain a status briefing from the Incident Commander.	
<input type="checkbox"/>	Determine if local media are required to broadcast public safety messages (TV, radio, etc.). If yes, action this immediately with the concurrence of the Local Authority.	
<input type="checkbox"/>	Separate verified 'known facts' from unverified information or hearsay.	
<input type="checkbox"/>	Identify and document any media involvement that has already taken place.	
<input type="checkbox"/>	Proactively complete Form 10: Media Inquiry Form.	
<input type="checkbox"/>	Determine who is the Husky Corporate Communications Officer in Calgary and exchange location and telephone / fax contact numbers and email addresses.	
<input type="checkbox"/>	Advise the Corporate Communications Officer of facts and media involvement.	
<input type="checkbox"/>	Proactively request communications support from Calgary as anticipated.	
<input type="checkbox"/>	Confirm agencies that have been notified or involved with the IC and/or Liaison Officer and identify potential need to align media releases.	
<input type="checkbox"/>	Work closely with the Incident Commander and Corporate Communications Officer in Calgary to ensure that information released to the general public must include confirmation that Husky is responding to the incident.	
<input type="checkbox"/>	Follow Husky Media and Press Release Guideline (Section 2.3.1). The Incident Commander, CRMT Director and Legal need to review and approve all media statements before release. Note: All media releases should be submitted to the regulator before release.	

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm the AER / MER and the Local Authority are notified if/when media is contacted.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm the Incident Commander has notified the CRMT of media inquiries or when media is contacted.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Confirm the Liaison Officer has notified all other required agencies as per Section 2.1.1 Contact Requirements by Incident Type.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Be prepared to travel to, or send a designate to any government REOC.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Collect information about any community relations issues identified and ensure that issues are resolved.



<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Document your conversations and activities (consider appointing a scribe).	
<input type="checkbox"/>	Maintain current information summaries and/or displays on the incident and provide information on status of incident to assigned personnel.	
<input type="checkbox"/>	Assign assistants as needed to handle all general public inquiries and community relations issues at the local level.	
<input type="checkbox"/>	Communicate regularly with the Husky Corporate Communications Officer in Calgary.	
<input type="checkbox"/>	Ensure that personnel DO NOT RELEASE: <ul style="list-style-type: none">Names of injured or deceased.Nature of injuries.Any opinion as to the cause of the incident.	
<input type="checkbox"/>	In the event of an emergency with significant public or media concern, set up an Information Centre from which media can work.	
<input type="checkbox"/>	Media Access: The number one priority in any emergency is life safety, including the safety of any media representatives. During an emergency, media access to the incident site is strictly prohibited, unless the Public Information Officer has received approval from the Husky Incident Commander. <ul style="list-style-type: none">If denied, provide explanation to media that <u>for their own safety</u>, they are denied access to area.If access is granted, limited numbers of media personnel should be safely escorted by Husky personnel while on Husky property and activities such as photographing / filming are only allowed when safe to do so and in compliance with Husky requirements.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Incident Commander and with the Husky Corporate Spokesperson in Calgary. Fully brief your relief on events.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Discuss longer-term communications needs (news releases / conferences).	
<input type="checkbox"/>	Ensure the CRMT Communications Officer is notified of the call down.	
<input type="checkbox"/>	Ensure that any required post incident media releases are completed.	
<input type="checkbox"/>	Deactivate your position when authorized by the Incident Commander.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.9 Documentation Unit Leader

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Maintains accurate, up-to-date incident files Records all incident events when they happen Clearly maintains ICS Form 201 Assists in planning with the preparation of a final report 	<ul style="list-style-type: none"> Planning Section Chief Incident Commander Other EOC personnel Support staff 	Emergency Operations Centre (EOC) NOTE: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	As directed, go to the Emergency Operations Centre and obtain a status briefing from the Incident Commander or from the Planning Section Chief.	
<input type="checkbox"/>	Start tracking events – especially the communication / decisions made by the Incident Commander (i.e. sit down by the Incident Commander and start recording events).	
<input type="checkbox"/>	Consider using a local computer to assist with documentation.	
<input type="checkbox"/>	Support the Incident Commander, Planning Section Chief and Public Information Officer as requested, collecting and displaying the most current incident data (e.g. status updates, maps, meeting schedule, etc.)	
<input type="checkbox"/>	Be prepared to document the Incident Commander's status update meetings (probably each ½ hour, as decided by the Incident Commander). Use whiteboards, PC or log forms.	
<input type="checkbox"/>	Assist with documenting current events and preparing the Incident Action Plan and ICS Response Organization.	
<input type="checkbox"/>	Participate in planning meetings, capturing key information, decisions made, commitments and situation status.	
<input type="checkbox"/>	Co-ordinate activities of additional administrative support, as required.	
<input type="checkbox"/>	Provide and/or exchange status report updates with the Corporate Response Team as required.	
<input type="checkbox"/>	Provide additional support as directed.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Fully brief your relief on events and status of actions being taken. Communicate your shift change to the Incident Commander and Planning Section Chief (if appointed).	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.

1.3.10 Safety Officer

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Primary concern is the safety of responders <ul style="list-style-type: none"> Public Protection Supervisor is responsible for off-site public safety Provide advice to Incident Commander on safety procedures and ERP implementation Has the authority to alter or suspend any activities that pose an immediate life safety threat 	<ul style="list-style-type: none"> Incident Commander Operations section personnel, as required, such as: <ul style="list-style-type: none"> Site Safety Corporate Safety & Security Officer 	Emergency Operations Centre (EOC) Note: As the Safety Officer is the primary safety “eyes and ears” of the Incident Commander and Command Staff, the Safety Officer may need to travel to the incident site to be able to report all observations of importance to the Incident Commander

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Report to the Emergency Operations Centre (EOC). Check in with Incident Commander and obtain a briefing. Life Safety is # 1 Priority.	
<input type="checkbox"/>	Identify current and potential responder safety hazards and life safety risks.	
<input type="checkbox"/>	Promptly and clearly make safety concerns known to Incident Commander.	
<input type="checkbox"/>	Stop and/or prevent unsafe acts.	
<input type="checkbox"/>	Ensure incident scene is undisturbed except for emergency remedial actions and is recorded by diagrams and/or photographs.	
<input type="checkbox"/>	Determine your staffing requirements (assistant, Site Safety, replacement).	
<input type="checkbox"/>	Ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.	
<input type="checkbox"/>	Link up with the Corporate Safety & Security Officer and review situation.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Aggressively make safety concerns known to the Incident Commander.	
<input type="checkbox"/>	Identify hazardous situations associated with the incident.	
<input type="checkbox"/>	Ensure that air quality, water quality and any other toxicological monitoring is performed as required.	
<input type="checkbox"/>	Provide advice to the Incident Commander regarding the ERP and ICS implementation.	
<input type="checkbox"/>	Maintain communication with the Corporate Safety & Security Officer and get necessary support.	
<input type="checkbox"/>	Participate in Incident Briefings.	
<input type="checkbox"/>	Understand the current ICS organization and supervisory span of control. If there are more than 5 personnel reporting to the On-site Supervisor, recommend expansion of ICS structure and appointment of Group Leaders.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	<p>Help the Incident Commander ensure the appropriate safety requirements are being followed. For example:</p> <ul style="list-style-type: none"> ○ Use of appropriate personal protective equipment (PPE). ○ Safe and adequate lighting is in place as necessary. ○ First aid and burn kits are readily available. ○ Only radios designed and approved for use in flammable atmospheres are to be used in the hot zone (i.e. 'intrinsically safe'). ○ Proper grounding and bonding procedures are adhered to. ○ Responders park vehicles in safe locations upon arrival and there is no mass convergence or congestion that limits site access/egress. ○ Workers who show signs of stress, fatigue or other adverse symptoms are demobilized and sent for treatment if necessary. 	
<input type="checkbox"/>	Assist Liaison Officer with notification and/or communication with Occupational Health & Safety (OH&S), as requested.	
<input type="checkbox"/>	Help IC ensure safety and environmental protection measures are in place.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics. (Only one Safety Officer will be assigned for each incident. The Safety Officer may have assistants as necessary.)	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Incident Commander, Corporate Safety & Security Officer and all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Advise the IC of any need to arrange Critical Incident Stress Debriefing for personnel who could be psychologically impacted.	
<input type="checkbox"/>	Determine if your position will require follow-up actions before leaving EOC.	
<input type="checkbox"/>	Deactivate your position when authorized by the Incident Commander.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting.	
<input type="checkbox"/>	Support preparation of incident investigation and reporting.	
<input type="checkbox"/>	Support completion of Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.11 Operations Section Chief

Functional Role	Key Communications	Facility
<p>If the situation escalates in severity or complexity, duties may include:</p> <ul style="list-style-type: none"> • Direct and coordinate all Operations Section personnel • Conduct tactical operations to carry out the Incident Action Plan 	<ul style="list-style-type: none"> • Incident Commander • Section Chiefs • On-site Supervisor • Public Protection Supervisor • Staging Area Manager 	<p>Emergency Operations Centre (EOC)</p> <p>Note: Government agencies may refer to this location as the Company REOC or CREOC</p>

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Obtain a situation update from the Incident Commander.	
<input type="checkbox"/>	As approved by the Incident Commander, get a status update directly from the On-site Supervisor and Public Protection Supervisor (if appointed).	
<input type="checkbox"/>	Confirm objectives, current Emergency Level, hazard area, and the status of Incident Action Plan implementation.	
<input type="checkbox"/>	Communicate with and support the On-site Supervisor to assess hazards and risk to life safety (workers / public / responders). Life Safety is # 1 Priority.	
<input type="checkbox"/>	Identify current and potential operations section resource needs (on-site, off-site and staging).	
<input type="checkbox"/>	Clarify key response positions assigned and ensure that a designated Staging Area Manager and Public Protection Supervisor are designated.	
<input type="checkbox"/>	Manage by objectives and implement Incident Action Plan.	
<input type="checkbox"/>	Help the Incident Commander to ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.	

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>			Prudently over-respond to unconfirmed situations.
	<input type="checkbox"/>			Ensure public in hazard area is offered assisted voluntary evacuation.
	<input type="checkbox"/>			Ensure Local Authority is notified if public is offered assisted voluntary evacuation or media is contacted.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure mobilization of air monitoring unit(s) for sour gas or other toxic incidents.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented with roadblocks to secure defined hazard area and mandatory evacuation or shelter-in-place actions with priority: those closest, those downwind and the rest of the hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Notify Liaison Officer if any public roads are blocked.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Confirm status (gaining / losing) and work with direct reports and with IC approval, refine tactical objectives and response priorities.	
<input type="checkbox"/>	Continually re-evaluate actual / potential risks to life safety, the environment, the business impact and company reputation impact.	
<input type="checkbox"/>	Confirm that a Staging Area has been established in a safe location.	
<input type="checkbox"/>	Obtain Safety Officer's input and assessment of hazard / risk to personnel. Continue communicating closely with Safety Officer.	
<input type="checkbox"/>	Advise the Incident Commander, the Public Protection Supervisor and other response team members of the hazards involved with the current on-site operations and the expectations for mitigation (or potential for escalation).	
<input type="checkbox"/>	Ensure that Responders Safety Control Zones are defined to control response and maximize responder safety.	
<input type="checkbox"/>	Decide if multiple On-site Supervisors are required for span of control or to manage different sites and provide leadership to all direct reports. <ul style="list-style-type: none"> For example, one On-site Supervisor could manage tactical source control at one site and another On-site Supervisor could manage another site such as river spill containment and recovery. 	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	
<input type="checkbox"/>	Support IC with call down decision in conjunction with the AER / MER.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that any non-essential personnel or services are released and all operations section responders are notified of the call down.	
<input type="checkbox"/>	Ensure that commitments made to public are completed.	
<input type="checkbox"/>	Ensure that personnel who could be psychologically impacted are identified and provided a Critical Incident Stress Debriefing and required support.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	



1.3.12 Roadblock Team

Part of the **external** Public Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> When directed, establish your roadblock in the assigned safe location If requested, lead and coordinate the activities of other Roadblock personnel 	<ul style="list-style-type: none"> Public Protection Supervisor or Leader Other Roadblock personnel NOTE: Until a Public Protection Supervisor is assigned, you will report directly to the Incident Commander 	Assigned Roadblock Location

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Report to and follow the instructions of the Public Protection Supervisor (or Leader).
<input type="checkbox"/>	Clarify the location of the emergency / hazardous area and the wind direction.
<input type="checkbox"/>	Clarify current Emergency Level and objectives and your assigned roadblock location.
<input type="checkbox"/>	Confirm the location of the designated Reception Centre and how evacuees would travel there from your roadblock location (refer to ERP map).
<input type="checkbox"/>	Obtain a roadblock kit from pre-designated locations. If not nearby, do not go back for a roadblock kit; instead request that it brought out to you at your assigned roadblock location.
<input type="checkbox"/>	Redirect all media inquiries to the Public Information Officer. Refer to Section 2.3 for guidance on dealing with the media.
<input type="checkbox"/>	As instructed, drive safely to Staging Area or directly to your assigned roadblock location.
<input type="checkbox"/>	As required or requested, monitor LEL levels on the way to your assigned location.
<input type="checkbox"/>	Upon arrival at your assigned roadblock location: <ul style="list-style-type: none"> Contact and ensure that the Public Protection Supervisor (or Leader) clearly understands and can visualize exactly where you are located. Ask and confirm whether you are to 'stand by' or setup your roadblock.
<input type="checkbox"/>	Safety Considerations: <ul style="list-style-type: none"> Park your vehicle at the side of the road with 4-way flashers and flashing light if available. Ensure you are highly visible area to oncoming traffic. Wear a high-visibility reflective vest if one is available. Your location should not create a traffic hazard or obstruction, or impede other emergency services. It should allow vehicles to easily turn around, e.g. at intersecting crossroads.
<input type="checkbox"/>	ONLY WHEN DIRECTED: Establish your roadblock in the assigned safe location. Do not completely block the road – leave at least one lane open.
<input type="checkbox"/>	Must report safety issues to the Public Protection Supervisor. I.e.: Vehicle driving past roadblock.
<input type="checkbox"/>	For high traffic speed or volume locations, consider the following additional safety precautions: <ul style="list-style-type: none"> Advance Warning - to alert motorists that there is a roadblock ahead, to encourage them to slow down and allow them to better analyze the situation. Transition Area – to provide some indication and room for motorists to easily understand and follow safe driving techniques, to turn or turn around without creating an accident.
<input type="checkbox"/>	Document as much information as possible regarding those leaving and information regarding vehicles turned away or driving past your roadblock. I.e.: License plates, number of occupants, etc.
<input type="checkbox"/>	Ensure the following external public safety actions by Emergency Level are implemented.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>			As requested, prepare for assignment and/or travel to Staging Area or to your designated Roadblock location – Do not block roads until directed to do so.
		<input type="checkbox"/>	<input type="checkbox"/>	WHEN DIRECTED: Establish your roadblock in the assigned safe location.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented with the following life safety priorities: 1. Nearest the hazard in all directions. 2. Downwind of the hazard out to the edge of the defined hazard area and possibly beyond. 3. In the rest of full hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Use hand-held LEL monitor to test atmosphere periodically.
		<input type="checkbox"/>	<input type="checkbox"/>	A shift in wind direction will require immediate re-evaluation of the public safety response priorities and roadblock locations.
		<input type="checkbox"/>	<input type="checkbox"/>	Maintain roadblock position until you are instructed otherwise.
		<input type="checkbox"/>	<input type="checkbox"/>	Work closely with any supporting agencies, if involved.
		<input type="checkbox"/>	<input type="checkbox"/>	Monitoring of downwind air quality conditions will determine the appropriate public protection methods beyond the hazard area.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Use hand-held LEL monitor to test atmosphere periodically.	
<input type="checkbox"/>	Document as much information as possible regarding those leaving and information regarding vehicles turned away or driving past your roadblock.	
<input type="checkbox"/>	Provide evacuees with the preferred route to the Reception Centre.	
<input type="checkbox"/>	Maintain roadblock position until you are instructed otherwise.	
<input type="checkbox"/>	Shift Change: Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	WHEN DIRECTED: Remove / safely demobilize roadblock location and any warning signs or barriers.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Ensure that the roadblock location is tidy and returned to pre-incident condition.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.13 Rover Team

Part of the **external** Public Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> As directed, travel to assigned locations to locate the public and personally provide public safety instructions and assistance If requested, lead and coordinate the activities of other Rovers 	<ul style="list-style-type: none"> Public Protection Supervisor or Leader Other Rover personnel NOTE: Until a Public Protection Supervisor is assigned, you will report directly to the Incident Commander 	Assigned response zone and hazard area locations using vehicle, helicopter, etc.

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Report to and follow the instructions of the Public Protection Supervisor (or Leader) and clarify current Emergency Level.
<input type="checkbox"/>	Clarify the location of the emergency / extent of hazardous area and the wind direction.
<input type="checkbox"/>	Ensure you have appropriate personal protective equipment (PPE), communications equipment and monitoring equipment to safely complete your assignments.
<input type="checkbox"/>	Refer to ERP map and determine a safe route (in and out) of your assigned residence locations and/or your transient search areas. Be sure you understand your assignment and confirm the location of the Reception Centre.
<input type="checkbox"/>	Protect yourself. Monitor H ₂ S, SO ₂ and LEL levels on the way to your assigned location.
<input type="checkbox"/>	As instructed, drive safely to Staging Area or directly to your assigned residence locations and/or within transient search areas.
<input type="checkbox"/>	Maintain ongoing / frequent contact with the Public Protection Supervisor (or Leader) for your own safety, so he/she clearly understands your travel route and can visualize your exact location.
<input type="checkbox"/>	Upon arrival at your assigned location(s): <ul style="list-style-type: none"> Confirm your arrival and ensure the Public Protection Supervisor (or Leader) understands exactly where you are located. Ensure you understand exactly what information and safety instructions the Public Protection Supervisor (or Leader) wants you to provide to the public.
<input type="checkbox"/>	ONLY WHEN DIRECTED: Notify public at each specific location and provide appropriate safety instructions and evacuation support as directed by the Public Protection Supervisor (or Leader).
<input type="checkbox"/>	Report back to the Public Protection Supervisor (or Leader) and confirm results of each notification and the status of your public protection activities. Request support as required.
<input type="checkbox"/>	Document as much information as possible regarding each notification and the status of your public protection activities.
<input type="checkbox"/>	Ensure the following external public safety actions by Emergency Level are implemented.



Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>			Only when directed, travel to and provide courtesy notification to residents, businesses and public in the area.
	<input type="checkbox"/>			Only when directed, travel to and provide assisted voluntary evacuation notice to all stakeholders within the hazard area.
	<input type="checkbox"/>	<input type="checkbox"/>		Confirm and provide public with the location of the Reception Centre; make note of evacuees who decide to voluntarily evacuate.
		<input type="checkbox"/>	<input type="checkbox"/>	WHEN DIRECTED: Provide evacuation notice to all stakeholders within the hazard area. As required, Husky will request that stakeholders shelter-in-place until they can safely be evacuated.
		<input type="checkbox"/>	<input type="checkbox"/>	Residents or businesses who voluntarily evacuated during a Level 1 are to have their locations revisited to confirm that they have evacuated.
		<input type="checkbox"/>	<input type="checkbox"/>	As directed, distribute and post Form 18: Notice of Evacuation on all residences and industrial operations in the hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented. Priorities for public protection are the people: <ol style="list-style-type: none"> 1. Nearest the hazard in all directions. 2. Downwind of the hazard out to the edge of the defined hazard area and possibly beyond. 3. In the rest of full hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	Continue air monitoring and hazard area evacuation. A shift in wind direction will require immediate re-evaluation of the public safety response priorities and the need for additional evacuation and/or sheltering.
		<input type="checkbox"/>	<input type="checkbox"/>	Work closely with any supporting agencies, if involved.
		<input type="checkbox"/>	<input type="checkbox"/>	Monitoring of downwind air quality conditions will determine the appropriate public protection methods beyond the hazard area.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Protect yourself. Use hand-held LEL monitor to test atmosphere.	
<input type="checkbox"/>	Check all possible locations for people (e.g. sheds, barns, garages, shops, cabins).	
<input type="checkbox"/>	Maintain ongoing / frequent contact with the Public Protection Supervisor (or Leader) for your own safety, so he/she clearly understands your travel route and can visualize your exact location and status of your notifications.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	



1.3.14 Telephone Notification Team

Part of the **external** Public Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">As directed, notify assigned residences and businesses and provide public safety instructionsIf requested, lead and coordinate the activities of the Telephoner Team	<ul style="list-style-type: none">Assigned residences/ businessesPublic Protection Supervisor or LeaderNOTE: Until a Public Protection Supervisor is assigned, you will report directly to the Incident Commander	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Report to and follow the instructions of the Public Protection Supervisor (or Leader) and clarify current Emergency Level.
<input type="checkbox"/>	Clarify the location of the emergency / extent of hazardous area and the wind direction.
<input type="checkbox"/>	Ensure you have Telephoner messages / scripts, communications equipment and documentation forms to complete your assignments.
<input type="checkbox"/>	Prepare: <ul style="list-style-type: none">Be sure you understand:<ul style="list-style-type: none">➤ Notification Priorities (e.g. nearest, those downwind and those in the rest of hazard area)➤ Exactly what message to deliver to <u>each</u> assigned residence or business.Identify the location of each of your assigned residence or business. (Refer to ERP map.)Confirm Reception Centre location and the preferred route from each assigned residence or business to the Reception Centre.Review ERP Confidential Public information details / special needs (e.g. possible transportation or medical concerns) for each assigned residence or business.
<input type="checkbox"/>	ONLY WHEN DIRECTED: Notify assigned residences and businesses and provide location-specific public safety instructions to each assigned residence or business. <ul style="list-style-type: none">Ask and confirm the name and current location of each person you call as their telephone could be call-forwarded to a cellular telephone or another land line location.
<input type="checkbox"/>	Report back to the Public Protection Supervisor (or Leader) and confirm results of each notification. Immediately report - people who need assistance or people who did not answer their telephone (or other issues like answering machine / voice mail) so that a Rover can be promptly dispatched to the location.
<input type="checkbox"/>	Husky may request that stakeholders shelter-in-place until they can safely be evacuated.
<input type="checkbox"/>	Provide ongoing frequent reassurance to any public that is sheltered in place. Explain calmly to those who want to leave that for their own safety, it is extremely important that they stay indoors until the potential hazard outside no longer exists.
<input type="checkbox"/>	Only as directed, contact principals of schools to inform the school of students who may be affected by the incident.
<input type="checkbox"/>	Document as much information as possible regarding each notification and the status of your public protection activities.
<input type="checkbox"/>	Ensure the following external public safety actions by Emergency Level are implemented.



Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
<input type="checkbox"/>	<input type="checkbox"/>			Only when directed, call and provide courtesy notification to residents and businesses.
	<input type="checkbox"/>			Only when directed, call and provide voluntary evacuation notice to all stakeholders within the hazard area.
	<input type="checkbox"/>	<input type="checkbox"/>		Confirm and provide public with the location of the Reception Centre; make note of evacuees who decide to voluntarily evacuate.
		<input type="checkbox"/>	<input type="checkbox"/>	WHEN DIRECTED: Call and provide evacuation notice to all stakeholders within the hazard area. <ul style="list-style-type: none">○ Notify assigned residences and businesses.○ Provide location-specific public safety instructions to each assigned residence or business.○ Husky may request that stakeholders shelter-in-place until they can safely be evacuated.
		<input type="checkbox"/>	<input type="checkbox"/>	Provide ongoing frequent reassurance to any public that is sheltered in place. Explain calmly to those who want to leave that for their own safety, it is extremely important that they stay indoors until the potential hazard outside no longer exists.
		<input type="checkbox"/>	<input type="checkbox"/>	Immediately notify the Public Protection Supervisor (or Leader) if unable to contact and speak directly to any assigned residence or business, so that a Rover can be promptly dispatched to the location.
		<input type="checkbox"/>	<input type="checkbox"/>	A shift in wind direction will require immediate re-evaluation of the public safety response priorities and the need for additional evacuation and/or sheltering.
		<input type="checkbox"/>	<input type="checkbox"/>	Report back to the Public Protection Supervisor (or Leader) and confirm results of each notification and the status of your public protection activities. Request support as required.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Be sure you understand exactly what message to use for each residence or business.	
<input type="checkbox"/>	Document as much information as possible regarding each notification and the status of your public protection activities.	
<input type="checkbox"/>	Report back to the Public Protection Supervisor (or Leader) and confirm results of each notification and the status of your public protection activities.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	As directed, complete all assigned post incident notifications and updates.	
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.15 Air Monitoring Team

Part of the **external** Public Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> As directed, travel to assigned downwind locations to locate and monitor air quality at assigned locations If requested, lead and coordinate the activities of other mobile air monitoring crews 	<ul style="list-style-type: none"> Public Protection Supervisor or Leader Rover / Roadblock personnel NOTE: Until a Public Protection Supervisor is assigned, you will report directly to the Incident Commander 	Assigned response zone and hazard area locations

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Report to and follow the instructions of the Public Protection Supervisor (or Leader) and clarify current Emergency Level.
<input type="checkbox"/>	Clarify the location of the emergency / extent of hazardous area and the wind direction.
<input type="checkbox"/>	Ensure you have appropriate personal protective equipment (PPE), communications equipment and accurate / calibrated monitoring equipment to safely complete your assignments.
<input type="checkbox"/>	Refer to ERP map and determine your assigned monitoring locations and/or route. Be sure you understand your assignment.
<input type="checkbox"/>	Confirm the Public Protection Supervisor's (or Leader's) requirements regarding reporting frequency and immediate reporting concentrations (higher level threshold).
<input type="checkbox"/>	Protect yourself. Continuously monitor and record H ₂ S, SO ₂ and LEL levels.
<input type="checkbox"/>	As instructed, drive safely to Staging Area or directly to your assigned monitoring location.
<input type="checkbox"/>	Document the time and location of any non-zero toxic gas or explosive gas readings on your monitors and advise the Public Protection Supervisor of the results. NOTE: Be sure to clarify if readings are in PPB or PPM.
<input type="checkbox"/>	Use your monitoring unit systems and / or the Air Monitoring Record to ensure all readings are documented.
<input type="checkbox"/>	Confirm that the Public Protection Supervisor (or Leader) clearly understands your travel route and can visualize exact location of reported readings. Provide wind direction and speed updates.
<input type="checkbox"/>	Report any issues or concerns to the Public Protection Supervisor (or Leader) and request support as required.
<input type="checkbox"/>	Maintain ongoing documentation of all readings and monitoring results at specific locations and times.
<input type="checkbox"/>	Ensure the following external public safety actions by Emergency Level are implemented.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobilize air monitoring units as required, depending upon the emergency.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Drive to the area instructed and establish base air quality readings.
		<input type="checkbox"/>	<input type="checkbox"/>	Move the air monitoring units outward from the site of the emergency as downwind public are confirmed to be evacuated.
		<input type="checkbox"/>	<input type="checkbox"/>	Continue monitoring air quality with priority directed to nearest unevacuated residence and downwind locations from the site of the emergency.
		<input type="checkbox"/>	<input type="checkbox"/>	Monitor and incorporate wind direction information when assigning evacuation priorities and selecting evacuation routes.
		<input type="checkbox"/>	<input type="checkbox"/>	Priorities for air monitoring and other public protection activities are: <ol style="list-style-type: none"> 1. Nearest the hazard in all directions. 2. Downwind of the hazard out to the edge of the defined hazard area and possibly beyond. 3. In the rest of full hazard area.
		<input type="checkbox"/>	<input type="checkbox"/>	A shift in wind direction will require immediate re-evaluation of the public safety response priorities and the need for additional evacuation and/or sheltering.
		<input type="checkbox"/>	<input type="checkbox"/>	Work closely with other supporting agencies, as required
		<input type="checkbox"/>	<input type="checkbox"/>	Prepare to monitor air quality conditions beyond the hazard area in the area downwind. Monitoring of air quality will assist in determining the appropriate public protection methods beyond the hazard area. As directed, provide Local Authority air quality data in order to facilitate the appropriate notifications.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Protect yourself. Continuously monitor and record H ₂ S, SO ₂ and LEL levels.	
<input type="checkbox"/>	Report results to the Public Protection Supervisor (or Leader) as per your agreed upon reporting frequency and/or immediate reporting concentrations.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting, if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.16 Reception Centre Team

Part of the **external** Public Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> As directed, travel to and activate the Reception Centre Receive and register evacuees at the Reception Centre As requested, manage all other Reception Centre staff 	<ul style="list-style-type: none"> Evacuees and others that arrive at the Reception Centre Public Protection Supervisor or Leader 	Reception Centre

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Report to and follow the instructions of the Public Protection Supervisor (or Leader).
<input type="checkbox"/>	Prepare Reception Centre forms / supplies as needed.
<input type="checkbox"/>	Mobilize additional personnel as needed to assist at the Reception Centre.
<input type="checkbox"/>	WHEN DIRECTED: Travel to and activate Reception Centre.
<input type="checkbox"/>	Obtain the keys for the Reception Centre from the local administrator.
<input type="checkbox"/>	Redirect all media inquiries to the Public Information Officer. Refer to Section 2.3 for guidance on dealing with the media.
<input type="checkbox"/>	Set up and prepare to receive and register public.
<input type="checkbox"/>	Clarify the name and contact number of the Public Information Officer.
<input type="checkbox"/>	Document information about people who have checked in, where they are planning on staying and how they can be contacted on Form 24: Reception Centre Registration Record.
<input type="checkbox"/>	Regularly report arrival of evacuees back to the Public Protection Supervisor (or Leader). Immediately report – medical issues, security issues, arrival of media or other significant issues.
<input type="checkbox"/>	Provide ongoing frequent reassurance to any evacuees who decide to stay at the Reception Centre. Explain calmly that the reason they were evacuated is for their own safety, and it is important that they stay out of the area until the potential hazard no longer exists.
<input type="checkbox"/>	If a school bus (with children) arrives, notify the Public Protection Supervisor (or Leader) to request that a school official (e.g. Principal or Teacher) be asked to come to the Reception Centre to care for the students.
<input type="checkbox"/>	Ensure the following external public safety actions by Emergency Level are implemented.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Open the Reception Centre when directed to do so.
		<input type="checkbox"/>	<input type="checkbox"/>	Assist people in locating alternate accommodation if needed.
		<input type="checkbox"/>	<input type="checkbox"/>	Make Form 26: Daily Expenses Claim Form available to the evacuees.
		<input type="checkbox"/>	<input type="checkbox"/>	Frequently update Public Protection Supervisor (or Leader) regarding those who have checked in.
		<input type="checkbox"/>	<input type="checkbox"/>	Relay information on any issues related to the evacuation of the hazard area to the Public Protection Supervisor (or Leader).
		<input type="checkbox"/>	<input type="checkbox"/>	Relay issues identified by the evacuees to the Public Information Officer. Use Form 25: Evacuee Concerns Record.



Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
		<input type="checkbox"/>	<input type="checkbox"/>	If requested by the Public Protection Supervisor (or Leader), provide or post status updates or media reports (supplied by the Public Information Officer) in a visible area in the Reception Centre.
		<input type="checkbox"/>	<input type="checkbox"/>	Work closely with Local Authority, Health Authority and other supporting agencies, as required.

<input checked="" type="checkbox"/>	Ongoing Public Protection Tasks	Note
<input type="checkbox"/>	Reception Centre Staff considerations: <ul style="list-style-type: none">Be calm, sensitive, understanding, and express reassurance to evacuated people.Try to project an attitude of confidence and positive expectations, as evacuees will be looking to Husky representatives for assurance.Provide accurate, consistent and clear information on the status of the emergency, compensation policies and guidelines.Attempt to reunite families as quickly as possible.Be prepared to listen to how people are feeling and what they have experienced.Provide care and support to evacuees who may be emotionally upset. Evacuees may be experiencing strong emotional reactions such as grief, fear, anxiety, helplessness, confusion and anger. These are all normal reactions under the circumstances.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Public Protection Supervisor and all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure all direct reports are notified of the call down.	
<input type="checkbox"/>	As directed, complete all assigned post incident notifications and updates.	
<input type="checkbox"/>	WHEN DIRECTED: Make arrangements to close up Reception Centre after returning it to pre-incident condition.	
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.17 Site / Office Evacuation Team

Part of the **internal** Personnel Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Site / office evacuation or temporary shelter-in-place of personnel until it is safe to evacuate or the hazard no longer exists Conduct site / office personnel head counts and ongoing care When requested or required, provide leadership to others on the Site / Office Evacuation Team (e.g. Fire Wardens) 	<ul style="list-style-type: none"> Public Protection Supervisor (or the Personnel Protection Leader, if appointed) Others on the Site / Office Evacuation Team (e.g. Fire Wardens) Police, if involved 	<p>Affected site and office location</p>

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Protect yourself - First on Scene – 7 Steps.
<input type="checkbox"/>	Check-in with Public Protection Supervisor (or the Personnel Protection Leader, if appointed) and obtain a briefing to clearly understand tasks required.
<input type="checkbox"/>	Follow site-specific office emergency procedures. Life Safety is # 1 Priority.
<input type="checkbox"/>	The Husky Incident Commander manages any full site-wide evacuation.
<input type="checkbox"/>	Treat all alarms as if they are real. DO NOT rely on the smell of smoke, since the alarm may be for a different type of emergency.
<input type="checkbox"/>	<p><u>General Procedures</u> - follow site-specific emergency procedures.</p> <ol style="list-style-type: none"> 1. Try to remain calm. Give clear evacuation instructions / keep existing groups together. 2. Alert and assist others with evacuation (e.g. designated Fire Wardens or alternates). 3. Communicate clearly and succinctly. Example: "We have a _____ type of emergency. Evacuate to _____. Take your belongings. DO NOT _____ (e.g. do not use the elevators). 4. Instruct others to WALK - do not run. Ensure occupants do not push or crowd. 5. Check doors for heat before opening. (Do not open door if hot.) 6. Instruct occupants to keep noise to a minimum so they can hear safety instructions. 7. Conduct floor search / sweeps. Assist people with disabilities. 8. Tell other responders what you know. If you have information regarding the cause of the emergency, ensure you communicate this to other emergency response personnel.
<input type="checkbox"/>	Whenever the fire alarms are activated, ensure that all occupants evacuate the building(s) and reassemble at their designated Muster Point. Occupants should use emergency exit stairwells to leave the building to evacuate.
<input type="checkbox"/>	Ensure that personnel DO NOT RETURN until the Public Protection Supervisor (or the Personnel Protection Leader, if appointed) gives the 'all clear' signal.
<input type="checkbox"/>	<p>General Guideline for Evacuation of Disabled Persons</p> <p>If danger is imminent, it is recommended that individuals with disabilities wait until the heavy traffic has cleared before attempting egress. However, decide whether individuals with mobility disabilities can proceed on their own or if they need assistance. Caution should always be used in negotiating the stairwells.</p> <p>In assisting disabled persons to evacuate: check the evacuation routes for obstructions before assisting the person to the exit. Obtain assistance from medic / paramedic if available.</p>

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Keep roadways and walkways clear for emergency vehicles.
<input type="checkbox"/>	Request resources needed or anticipated. Maintain control of all personnel reporting to you.
<input type="checkbox"/>	Redirect all media inquiries to the Public Information Officer. Refer to Section 2.3 for media guidelines.
<input type="checkbox"/>	Request required resources and support as required.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>			Advise site / office personnel of emergency conditions and instruct them to be prepared to evacuate or shelter-in-place should conditions escalate. Initiate evacuation if instructed by the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).
		<input type="checkbox"/>	<input type="checkbox"/>	Sound the alarm. Initiate evacuation procedures or shelter-in-place procedures as instructed by the Public Protection Supervisor (or the Personnel Protection Leader, if appointed). <ul style="list-style-type: none"> ○ If the conditions are such that the site / office and evacuation routes are safe, but could be affected with a wind change or change in incident conditions, the evacuation procedures will be followed. ○ If wind conditions and air quality hazards jeopardize outdoor conditions at the site / office or along the evacuation route, direct everybody indoors and initiate shelter-in-place procedures. Monitor conditions for appropriate evacuation conditions.
		<input type="checkbox"/>	<input type="checkbox"/>	When shelter-in-place procedures are underway, ensure that personnel immediately: <ul style="list-style-type: none"> ○ Close their windows and exterior doors. ○ Turn off equipment that vents to the outdoors or takes air in from the indoors (e.g. kitchen vent fans, bathroom fans, HVAC systems). ○ Turn thermostats down.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure that personnel who evacuate meet at the designated muster point so that a head count can be confirmed.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the site / office is under immediate threat (such as a fire or explosion), initiate evacuation procedures. Ensure that personnel meet at the designated evacuation muster points so that a head count can be completed.



<input checked="" type="checkbox"/>	Ongoing Personnel Protection Tasks	Note
<input type="checkbox"/>	Continue to assess hazards and potential risks.	
<input type="checkbox"/>	Protect yourself and other personnel.	
<input type="checkbox"/>	Report to and follow instructions of the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure all personnel are notified of the call down.	
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.

1.3.18 Muster Point Team

Part of the **internal** Personnel Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Document personnel at muster points and conduct head counts If requested, lead and coordinate other Muster Points and consolidate the total combined head count 	<ul style="list-style-type: none"> Public Protection Supervisor (or Personnel Protection Group Leader, if appointed) Mustering personnel 	Muster Point locations

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Protect yourself - First on Scene – 7 Steps.
<input type="checkbox"/>	Follow site-specific emergency procedures.
<input type="checkbox"/>	Upon arrival at your assigned Muster Point location: <ul style="list-style-type: none"> Confirm your arrival and ensure the Public Protection Supervisor (or Personnel Protection Group Leader, if appointed) understands exactly where you are located. Ensure you understand exactly what information and safety instructions the Public Protection Supervisor (or Personnel Protection Group Leader, if appointed) wants you to provide to other arriving personnel.
<input type="checkbox"/>	Ensure all arriving personnel complete the sign-in sheet.
<input type="checkbox"/>	Conduct a head count and communicate the results to the Public Protection Supervisor (or the Personnel Protection Group Leader, if appointed).
<input type="checkbox"/>	Immediately report medical issues, security issues, missing personnel or other significant issues.
<input type="checkbox"/>	Ensure personnel remain at the Muster Station until: <ul style="list-style-type: none"> The all-clear has sounded and the Public Protection Supervisor (or the Personnel Protection Group Leader, if appointed) has authorized personnel to return to work, or Transportation has been arranged for all muster point personnel to another location, or The location of the Muster Point is no longer considered safe; in that case, lead Muster Point personnel to a new safe location.
<input type="checkbox"/>	Re-locate to an alternate safe Muster Point location, if conditions change. The Muster Point may be subject to any of the following: <ul style="list-style-type: none"> A toxic gas release; A non-toxic flammable gas release with greater than 10% LEL; Smoke or other irritants; A liquid spill or vapours releasing from a liquid spill; Other new risks such as potential or actual fire or explosion.

<input checked="" type="checkbox"/>	Ongoing Personnel Protection Tasks	Note
<input type="checkbox"/>	Protect yourself. Continue to assess hazards and potential risks.	
<input type="checkbox"/>	Report to and follow instructions of the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure all personnel are notified of the call down.	
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.19 Staging Area Manager

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Manage Staging Area resources that are positioned waiting and available for tactical assignment 	<ul style="list-style-type: none"> Incident Commander until an Operations Section Chief is appointed. Logistics Section Chief On-site Supervisor Public Protection Supervisor Staging Area resources 	Designated Staging Area

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Obtain briefing and clarify the location of the emergency / hazardous area and the wind direction.	
<input type="checkbox"/>	Clarify your assigned instructions and the preferred Staging Area location.	
<input type="checkbox"/>	Review ERP map to identify the preferred Staging Area to be set up.	
<input type="checkbox"/>	Make sure the Staging Area will be located in a safe area, away from hazards, in an accessible location upwind and, if possible, uphill from the incident site.	
<input type="checkbox"/>	As required, confirm that Husky has permission (e.g. from landowner) to establish a Staging Area at this location.	
<input type="checkbox"/>	Identify current and potential Staging Area support requirements.	
<input type="checkbox"/>	Clarify safest entry and egress routes to the Staging Area.	
<input type="checkbox"/>	Ensure availability and functionality of communications equipment, any required personal protective equipment (PPE) and monitoring equipment.	
<input type="checkbox"/>	As directed, proceed safely to chosen location and establish Staging Area in a safe accessible location.	
<input type="checkbox"/>	Set up the Staging Area as follows: <ul style="list-style-type: none"> Place vehicle in a highly visible area near the entrance to control and monitor traffic flow into and out of the Staging Area. Engage the four-way flashers on vehicle. If available, wear a reflective or illuminated traffic vest so you are visible to traffic. Communicate location of Staging Area as well as the access and egress routes. Provide initial briefings to incoming resources as they arrive. Document all resources entering or leaving the Staging Area. 	
<input type="checkbox"/>	Keep the Incident Commander (or Operations Section Chief, if appointed) aware of available resources at the Staging Area.	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Ensure Staging Area has been established in a safe location.	
<input type="checkbox"/>	Document all resources entering or leaving the Staging Area.	
<input type="checkbox"/>	Provide updates regarding the resources at the Staging Area.	
<input type="checkbox"/>	As required, ensure there are required provisions (food, fuel, washrooms, and rest areas) for personnel deployed to the Staging Area.	
<input type="checkbox"/>	Immediately report significant problems or issues.	
<input type="checkbox"/>	Request additional support as required.	
<input type="checkbox"/>	Maintain a record of purchase orders, bills received and other financial documentation.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that any non-essential personnel or services are released and all Staging Area personnel are notified of the call down.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.20 Security Team

Part of the **internal** Personnel Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Site or Facility Security When requested, lead all other Security personnel 	<ul style="list-style-type: none"> Public Protection Supervisor (or the Personnel Protection Leader, if appointed) Other Security personnel Police, if involved 	Assigned Security locations

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Protect yourself - First on Scene – 7 Steps.
<input type="checkbox"/>	Follow site-specific emergency procedures.
<input type="checkbox"/>	Check-in with Public Protection Supervisor (or the Personnel Protection Leader, if appointed) and obtain a briefing to clearly understand security issues and required tasks.
<input type="checkbox"/>	Secure and do not allow access to the Husky site - unless authorized by the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).
<input type="checkbox"/>	Identify security concerns, threats and action plan. Life Safety is # 1 Priority.
<input type="checkbox"/>	Consider need for backup security staff and/or Police support.
<input type="checkbox"/>	Document the names of all personnel approved to enter the site with details of whom their reporting supervisor will be and where they will be located.
<input type="checkbox"/>	Ensure that Security personnel do not enter hazardous areas (Hot Zone).
<input type="checkbox"/>	Request resources needed or anticipated. Maintain control of all personnel reporting to you.
<input type="checkbox"/>	Redirect all media inquiries to the Information Officer. Refer to Section 2.3 for guidance on dealing with the media.
<input type="checkbox"/>	Confirm that all Security personnel understand the issue, hazards and their assigned tasks.
<input type="checkbox"/>	Provide ongoing Security Services as directed by the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).

<input checked="" type="checkbox"/>	Ongoing Personnel Protection Tasks	Note
<input type="checkbox"/>	Protect yourself. Continue to assess hazards and potential risks.	
<input type="checkbox"/>	Report to and follow instructions of the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.

1.3.21 Planning Section Chief

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Assist the Incident Commander in establishing priorities and objectives and in developing the Incident Action Plans Provide technical support Develop and manage documentation Identify internal resources needed to assist in planning 	<ul style="list-style-type: none"> Incident Commander Technical Resources Documentation Logistics Corporate Planning Manager 	Emergency Operations Centre (EOC) NOTE: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Obtain information update/record data and clarify the situation using Form 1: First Call Communication Form.	
<input type="checkbox"/>	Develop and implement a documentation keeping, collection and dissemination process.	
<input type="checkbox"/>	Refer to technical data; identify and confirm the appropriate hazard zone with the Incident Commander and Command staff.	
<input type="checkbox"/>	Appoint an assistant to help with Documentation including: <ul style="list-style-type: none"> Establishing a plan to collect and keep records. Posting Situation Reports. Posting/Recording the Emergency Level, incident objectives and priorities. 	
<input type="checkbox"/>	Participate in Incident Briefing meetings as requested.	
<input type="checkbox"/>	Compile and display incident status information.	
<input type="checkbox"/>	Consider 6 hour, 12 hour and 24 hour issues related to manpower and resource requirements. Draw on the resources of the Corporate Response Management Team as necessary.	
<input type="checkbox"/>	Engage Technical Specialists to help with the situation analysis and the development of action plans.	
<input type="checkbox"/>	Review strategies and resources required to implement plans. Discuss with the Incident Commander.	
<input type="checkbox"/>	Help the Incident Commander through the identification of priorities and objectives and the development of Incident Action Plans.	
<input type="checkbox"/>	Maintain a Time and Event Record to document key elements of your conversations or activities.	
<input type="checkbox"/>	Ensure that adequate documentation is being maintained - Refer to Section 1.5 Forms.	
<input type="checkbox"/>	Link up with the Corporate Planning Manager to advise of the situation and status of the Incident Action Plan(s).	



<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Consolidate all documentation that has been submitted, including that submitted directly to the Incident Commander. Ensure documentation is available and accessible to all required parties (i.e. Husky Management).	



1.3.22 Technical Specialists

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">Provide technical advice and support	<ul style="list-style-type: none">Planning Section ChiefOperations Section ChiefICS Supervisors, as directedSupport services	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	As directed, go to the Incident Command Post and obtain a status briefing from the Incident Commander or from the Planning Section Chief.
<input type="checkbox"/>	Maintain a Time and Event Record to document key elements of your conversations or activities.
<input type="checkbox"/>	Utilize special skills to support incident operations, as required.
<input type="checkbox"/>	Make recommendations regarding necessary technical support from contractors, services and consultants.
<input type="checkbox"/>	Provide applicable subject matter expertise which may include but not be limited to: <ul style="list-style-type: none">EngineeringSource control and/or containmentPlume modeling - fire, weather, environmentalEmergency organization and managementToxicologySpill clean-up and wildlife information
<input type="checkbox"/>	Assist the Planning Section Chief in setting objectives and preparing planning strategies and tactics.
<input type="checkbox"/>	Provide additional support as directed.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	



This page has been left blank intentionally.



1.3.23 Logistics Section Chief

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">Assist response teams with procurement of resources and manpower to help manage the incident	<ul style="list-style-type: none">Incident CommanderOther Chiefs, as necessarySupport servicesCorporate Logistics Manager	Emergency Operations Centre (EOC)

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	As directed, go to the Incident Command Post and obtain a status briefing from the Incident Commander or from the Planning Section Chief.
<input type="checkbox"/>	Maintain a Time and Event Record to document key elements of your conversations or activities.
<input type="checkbox"/>	Notify and mobilize requested resources (internal and external).
<input type="checkbox"/>	Track the status of ordered resources and their estimated time of arrival. Complete a Form 8: Resource Status Form.
<input type="checkbox"/>	Review the longer-term resource requirements with the Planning Section Chief and arrange for the additional resources.
<input type="checkbox"/>	Place additional resources on standby as necessary to address incident escalation.
<input type="checkbox"/>	Determine food, accommodation, transportation, bathroom facility requirements and make the appropriate arrangements.
<input type="checkbox"/>	Provide additional support as directed.
<input type="checkbox"/>	Link up with the Corporate Logistics Manager and keep them apprised of resources requested.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Incident Commander and fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Advise all persons contacted of the call down status.	
<input type="checkbox"/>	Ensure all standby resources are advised of the call down status.	
<input type="checkbox"/>	Assemble response related cost summaries and forward information to the Finance/Administration Section Chief.	
<input type="checkbox"/>	Ensure all ERPs used during the incident are refreshed and returned to Emergency Response Team members.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.



1.3.24 Finance/Administration Section Chief

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">Assist response teams with establishing cost tracking systemsEnsure PO's/AFE's are established as requiredProcess expense claims	<ul style="list-style-type: none">Incident CommanderOther Chiefs, as necessarySupport servicesCorporate Finance Manager	Emergency Operations Centre (EOC)

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	As directed, go to the Incident Command Post and obtain a status briefing from the Incident Commander or from the Planning Section Chief.
<input type="checkbox"/>	Maintain a Time and Event Record to document key elements of your conversations or activities.
<input type="checkbox"/>	Participate in Incident Briefing meetings as requested.
<input type="checkbox"/>	Request PO's / AFE's from the Corporate Finance Manager.
<input type="checkbox"/>	Set up cost tracking processes and ensure financial records are maintained throughout the incident.
<input type="checkbox"/>	Ensure on-duty time is recorded and that the time records are collected.
<input type="checkbox"/>	Provide the reception center with procedures to handle expenses incurred by affected public.
<input type="checkbox"/>	Process expense claims on a timely basis, particularly claims from affected public.
<input type="checkbox"/>	Ensure workers' compensation claims related to the response, are processed expediently.
<input type="checkbox"/>	Provide additional support as directed.
<input type="checkbox"/>	Link up with the Corporate Finance Manager for assistance as required.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to the Incident Commander and fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Advise all persons contacted of the call down status.	
<input type="checkbox"/>	Ensure all standby resources are advised of the call down status.	
<input type="checkbox"/>	Assemble response related cost summaries and prepare management summary report.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.

1.3.25 ICS Process Advisor

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Provide support and guidance to the Incident Commander on the implementation of the Incident Command system Assist the Incident Commander by running activities of the EOC, such as planning meetings As requested, act as the conduit for communication from the EOC to Corporate Response in Calgary 	<ul style="list-style-type: none"> Incident Commander Command Staff Deputy Response Director Planning Section Chief 	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	As directed, go to the EOC.	
<input type="checkbox"/>	Identify and provide support as required by Incident Commander.	
<input type="checkbox"/>	Assist Incident Commander with activation of EOC and building the response team.	
<input type="checkbox"/>	Ensure the EOC is appropriately staffed / augment as required.	
<input type="checkbox"/>	Documentation - If solicitor-client privilege has not yet been established with the legal department, this should be discussed with the Incident Commander and / or Corporate Response Management Team (CRMT).	

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Assist in the development of Incident Action Plans.	
<input type="checkbox"/>	Ensure all information is appropriately posted on the display boards in EOC.	
<input type="checkbox"/>	Maintain communication with the Corporate Response Management Team as required.	
<input type="checkbox"/>	With the Incident Commander and Planning Section Chief, establish an EOC Briefing Schedule (approximately every 30 minutes).	
<input type="checkbox"/>	Provide support / resources to assist in: <ul style="list-style-type: none"> Emergency management (setting objectives, clarification of priorities, assigning and tracking status of assigned tasks). Managing internal and external information flow, implementing effective documentation. Supporting the Incident Commander in identifying and facilitating activation of response teams or corporate personnel and resources. 	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Conduct the post incident EOC team debriefing to capture what worked well and identify improvement opportunities.	
<input type="checkbox"/>	Ensure all your documentation is consolidated.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	

This page has been left blank intentionally.



1.3.26 Search and Rescue Team

Part of the **internal** Personnel Protection Unit

Functional Role	Key Communications	Facility
<ul style="list-style-type: none">Locate and if necessary rescue personnel who are unaccounted for (at the Muster Points)If requested, lead personnel that are involved in Search and Rescue operations	<ul style="list-style-type: none">Public Protection Supervisor (or the Personnel Protection Leader, if appointed)Other Search and Rescue personnel	Assigned response search and rescue locations

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Protect yourself - First on Scene – 7 Steps.
<input type="checkbox"/>	Follow site-specific emergency procedures.
<input type="checkbox"/>	Check-in with Public Protection Supervisor (or the Personnel Protection Leader, if appointed) and obtain a briefing to clearly understand who is missing and where they might be found.
<input type="checkbox"/>	Identify safety hazards and risks of the search and rescue. Life Safety is # 1 Priority.
<input type="checkbox"/>	Consider wind direction, backup requirements and appropriate safety practices.
<input type="checkbox"/>	Ensure that Search and Rescue teams have proper personal protective equipment (PPE) and any unprotected personnel do not enter hazardous areas (Hot Zone).
<input type="checkbox"/>	Request resources needed or anticipated. Maintain control of all personnel reporting to you.
<input type="checkbox"/>	Talk through the Search and Rescue action plan before implementing, to confirm that everyone in the group understands the hazards and their assigned search areas.
<input type="checkbox"/>	Safely conduct Search and Rescue operations as planned.
<input type="checkbox"/>	Direct the group members as required. Stop any unsafe Search and Rescue operations.
<input type="checkbox"/>	Maintain on-going communication with Public Protection Supervisor (or the Personnel Protection Leader, if appointed) and individual members of your group.
<input type="checkbox"/>	Ensure that any casualties are rescued to safe areas so that revival and medical aid activities can be administered.

<input checked="" type="checkbox"/>	Ongoing Personnel Protection Tasks	Note
<input type="checkbox"/>	Protect yourself. Continue to assess hazards and potential risks.	
<input type="checkbox"/>	Report to and follow instructions of the Public Protection Supervisor (or the Personnel Protection Leader, if appointed).	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Ensure that all documentation is completed and consolidated.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Participate in the incident response debriefing meeting if requested.	
<input type="checkbox"/>	Submit all documentation to the Planning Section Chief (if appointed) or directly to the Incident Commander.	



This page has been left blank intentionally.

1.3.27 Deputy Incident Commander

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Orders carry the same authority as the Incident Commander Assist Incident Commander with response duties, as required / requested. Duties may include: <ul style="list-style-type: none"> Assume the role of key responder until others are assigned Assist in setting up the EOC 	<ul style="list-style-type: none"> Incident Commander Command Staff Section Chiefs As requested by IC: <ul style="list-style-type: none"> Notification to the On Call Deputy Response Director Updates to CRMT Operations Manager 	Emergency Operations Centre (EOC) Note: Government agencies may refer to this location as the Company REOC or CREOC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks	Note
<input type="checkbox"/>	Clarify information / help IC record data and assess the situation. (Complete Initial Form 1: First Call Communication Form.)	
<input type="checkbox"/>	Help IC assess hazards and risk to life safety (workers / public / responders).	
<input type="checkbox"/>	Help IC mobilize resources / responders. Build your team - get big fast!	
<input type="checkbox"/>	Help IC classify and communicate initial Alert or Emergency Level (and hazard zone).	
<input type="checkbox"/>	As requested by IC: notify the Corporate Response Director.	
<input type="checkbox"/>	Help IC determine objectives and Incident Action Plan - Life Safety is # 1 Priority .	
<input type="checkbox"/>	Help IC ensure that documentation is being maintained - Refer to Section 1.5 Forms.	

Alert Level 1 Level 2 Level 3				Actions by Alert or Emergency Level
				◆ Assist the Incident Commander, as requested, to:
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure the AER / MER is notified of the Emergency Level, related status and action plan information.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure On Call Deputy Response Director is notified if public, media or regulatory agency is advised. Obtain advice and support.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure Local Authority is notified if media is contacted, municipal roads are blocked and / or if implementing public protection.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Notify Local Authority and Regional Health Authority if media is contacted.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Mobilize air monitoring unit(s) for possible toxic releases.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure RCMP and highway authority are notified / updated if provincial roads need to be blocked.
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ensure notification to other required government agencies.
		<input type="checkbox"/>	<input type="checkbox"/>	Ensure proactive public protection activities are implemented. Set up roadblocks, secure identified hazard zone with mandatory evacuation or shelter-in-place strategies, with priority: those closest, those downwind and the rest of the zone.



<input checked="" type="checkbox"/>	Ongoing Tasks	Note
♦ As Requested:		
<input type="checkbox"/>	Assist IC in proactive assignment of personnel and delegation of responsibilities.	
<input type="checkbox"/>	Support IC development and display response objectives in EOC.	
<input type="checkbox"/>	Help IC document conversations and activities (consider appointing a documentation person).	
<input type="checkbox"/>	Obtain Safety Officer's input and assessment of hazard / risk to personnel.	
<input type="checkbox"/>	Continually re-evaluate actual / potential risks to life safety, to the environment, the business impact, and company reputation impact.	
<input type="checkbox"/>	Help IC ensure the appropriate ERP information is being referenced and followed, e.g. Public Protection Methods, Incident Specific Responses and Site Specific Considerations.	
<input type="checkbox"/>	Assist IC in classifying and communicating Emergency Level – post in EOC.	
<input type="checkbox"/>	Help IC regularly conduct Incident Briefings to confirm status (gaining / losing) and refine objectives and the response priorities.	
<input type="checkbox"/>	Help IC ensure regulatory agencies are regularly informed of incident status. As appropriate, request Public access restrictions and Notice to Airmen (NOTAM).	
<input type="checkbox"/>	Help IC ensure air monitoring and evacuation.	
<input type="checkbox"/>	Help IC ensure safety and environmental protection measures are in place.	
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Communicate your shift change to all direct reports. Fully brief your relief on events and status of actions being taken.	
<input type="checkbox"/>	Support IC with call down decision in conjunction with the AER / MER. They will consult with other government agencies as applicable and confirm with Husky that the emergency call-down is appropriate.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
♦ As Requested:		
<input type="checkbox"/>	Help IC confirm that any non-essential personnel or services are released.	
<input type="checkbox"/>	Support IC in ensuring that all responders are notified of the call down.	
<input type="checkbox"/>	As directed by IC, request the Corporate Response Director to arrange Critical Incident Stress Debriefing for personnel who could be psychologically impacted.	
<input type="checkbox"/>	Support preparation of incident investigation and reporting.	
<input type="checkbox"/>	Support completion of Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Help conduct an incident response debriefing meeting with key responders.	
<input type="checkbox"/>	Help ensure all responder documentation is collected and consolidated.	
<input type="checkbox"/>	Help ensure that commitments made to public or agencies are followed up.	
<input type="checkbox"/>	Help ensure public expense claims have been collected and are processed.	
<input type="checkbox"/>	Support submission of documentation to Planning Section Chief (if appointed) or directly to the Incident Commander.	

1.3.28 Corporate Response Management Team Operations Manager

Functional Role	Key Communications	Facility
<ul style="list-style-type: none"> Activates the Corporate Response Management (CRMT) Team Ensures resources from the corporation are made available to the Incident Command Team Provides a supporting role to the Incident Command Team 	<ul style="list-style-type: none"> Incident Commander Corporate Response Management Team Public Information Officer 	Corporate ERC

Order of consideration depends on the specific factors of each emergency.

<input checked="" type="checkbox"/>	Initial Tasks
<input type="checkbox"/>	Provide resources and assistance to the Incident Commander, the Command Staff, Section Chiefs and Supervisors, as required.
<input type="checkbox"/>	Ensure that corporate priorities are aligned to support the operation if needed.
<input type="checkbox"/>	Maintain a Time and Event Record to document key elements of your conversations or activities.
<input type="checkbox"/>	Documentation – discuss establishing solicitor-client privilege on all incident documentation with the Incident Commander and Legal.
<input type="checkbox"/>	Obtain ongoing Situation Reports from the Incident Commander and discuss the status of remedial operations.
<input type="checkbox"/>	Ensure that financial, insurance, legal and business interruption issues are addressed.
<input type="checkbox"/>	Raise purchase orders and AFE's as necessary.
<input type="checkbox"/>	Set up cost tracking processes and ensure financial records are maintained throughout the incident.
<input type="checkbox"/>	Provide ongoing advice and support to the Incident Commander.

Alert	Level 1	Level 2	Level 3	Actions by Alert or Emergency Level
	<input type="checkbox"/>			Alert the Corporate Response Management Team members to be prepared to assemble and activate the Corporate ERC as matters escalate. Provide support to the Incident Command Team, as required.
		<input type="checkbox"/>	<input type="checkbox"/>	Activate the Corporate ERC and assemble the Corporate Response Team members. Provide support to the Incident Command Team, as required.

<input checked="" type="checkbox"/>	Ongoing Tasks	Note
<input type="checkbox"/>	Determine your 24-hour staffing requirements as required – utilize Logistics.	
<input type="checkbox"/>	Shift Change: Fully brief your relief on events and status of actions being taken.	

<input checked="" type="checkbox"/>	Demobilization - Post Incident Tasks	Note
<input type="checkbox"/>	Advise Corporate Response Management Team members of the call down status.	
<input type="checkbox"/>	Confirm with the Incident Commander that all have been advised of the call down.	
<input type="checkbox"/>	Participate in incident debriefing meeting if requested.	
<input type="checkbox"/>	Complete Form 27: Post Incident Learnings Form.	
<input type="checkbox"/>	Collect the documentation completed by the Corporate Response Management Team.	
<input type="checkbox"/>	Forward copies of the facility Emergency Response Plans from the Corporate Response Management Team to the Logistics Section Chief to be refreshed.	
<input type="checkbox"/>	Assist the Incident Commander with post incident investigations and the Final Report.	



The following section 1.4 contains the following redactions:

- 1.4.4: This section contains information about Husky's contractors and suppliers, the disclosure of which would reasonably be expected to prejudice Husky's competitive position. It is protected from publication under Clause 1(a)(iii) of NEB Order AO-001-MO-006-2016.
- 1.4.16: This section contains information about Husky's contractors and suppliers, the disclosure of which would reasonably be expected to prejudice Husky's competitive position. It is protected from publication under Clause 1(a)(iii) of NEB Order AO-001-MO-006-2016.
- 1.4.28: This section contains information about Husky's contractors and suppliers, the disclosure of which would reasonably be expected to prejudice Husky's competitive position. It is protected from publication under Clause 1(a)(iii) of NEB Order AO-001-MO-006-2016.
- 1.4.29: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

1.4 General Scenario Response

1.4.1	Public Concern.....	1
1.4.2	Medical Emergency.....	2
1.4.3	Confined Space Rescue	3
1.4.4	Fire / Explosions	4
1.4.5	Motor Vehicle Accident	14
1.4.6	Transportation of Dangerous Goods Incident.....	15
1.4.7	Pipeline Release	17
1.4.8	Petroleum Spills	19
1.4.9	Loss of Well Control	37
1.4.10	Shallow Gas Encounter - During Drilling	38
1.4.11	General Guidelines for Chemical Hazards	39
1.4.11.1	High Vapour Pressure (HVP) Product Release	39
1.4.11.2	Liquefied Petroleum Gas / Butane Release.....	41
1.4.11.3	Natural Gas Liquids (NGL) Product Release.....	42
1.4.11.4	Sour Gas Release.....	44
1.4.11.5	Ethanol and Associated Chemicals Hazards.....	45
1.4.11.6	Chlorine Dioxide (ClO ₂) Release	46
1.4.12	Hazards Associated with Grain Storage and Movement.....	49
1.4.13	Effects of Hydrogen Sulphide (H ₂ S)	50
1.4.14	Medical Treatment for Hydrogen Sulphide (H ₂ S) Exposure	53
1.4.14.1	Hydrogen Sulphide (H ₂ S)	53
1.4.14.2	Health Effect of Hydrogen Sulphide	53
1.4.14.3	Acute Exposure.....	53
1.4.14.4	Approach to the Worker with Suspected Hydrogen Sulfide Exposure	54
1.4.14.5	Guidelines for Return to Work (RTW).....	55
1.4.15	Effects of Sulphur Dioxide (SO ₂)	56
1.4.16	Medical Treatment for Sulphur Dioxide (SO ₂) Exposure.....	58
1.4.17	Working in Remote Locations	61
1.4.18	Wildlife Encounter	62
1.4.19	Extreme Cold Considerations.....	64
1.4.20	Missing or Overdue Personnel / Aircraft / Vehicles.....	67
1.4.21	Ice Breakthrough.....	68
1.4.22	Helicopter Safety.....	69
1.4.23	Downed Aircraft	70
1.4.24	Natural Disasters	72
1.4.25	Nuclear Gauge Emergency Procedures	79
1.4.26	Control of Birds and Wildlife on Ponds and Other Hazardous Areas	80
1.4.26.1	Groups Affected	80
1.4.26.2	Purpose	80
1.4.26.3	Policy Statement.....	80
1.4.26.4	Personnel Health and Safety.....	81
1.4.26.5	Environmental Impact	82
1.4.26.6	Regulatory Framework.....	82
1.4.26.7	Bird Control Measures	84
1.4.26.8	Incident Response	86
1.4.26.9	Capture, Handling and Transport of Oiled or Injured Birds and Other Wildlife	87



1.4.27	Notification of Next-of-Kin.....	90
1.4.28	Post Incident Procedures	92
1.4.29	Security Issues (Criminal Acts).....	95



1.4.1 *Public Concern*

Husky Oil personnel will contact and maintain communications with directly impacted members of the public. This will keep the public informed of the situation and of actions being taken to protect their safety. Despite the efforts of all Husky personnel, extenuating circumstances may lead to complaints by the affected public.

The four most common concerns are:

- Operational impacts (noise, flaring, spills)
- Odours (hydrogen sulphide [H_2S], sulphur dioxide [SO_2], total hydrocarbon content)
- Physical impact (lease management, property damage, public hazard)
- Health issues

Any odour concern must be investigated and acted upon immediately. Follow the air monitoring procedure provided in Section 2.2.2

Public complaints may escalate to work-site security breaches or crime. The safety of project workers, equipment and facilities is of primary importance to Husky. Depending on the severity of the issue, the situation might be handled by the On-Site Supervisor. The situation and response will be logged for trend analysis and reported to Husky management, according to reporting guidelines. If the issue is severe enough, RCMP assistance will be requested. Husky's on-site representative will liaise with the RCMP in implementing the response.

1.4.2 Medical Emergency

First 4 Minutes after Injury

- Follow First on Scene Strategy (Section 1.1.1).
- Call for help and indicate the need for the Automated External Defibrillator (AED) and a trained user at the nearest safe location where AED can be used.
 - AEDs are NOT intrinsically safe.
- Provide first aid to the best of your ability (e.g. CPR if appropriate and you are trained to do so, control of bleeding, maintaining an open airway, and spinal protection), until trained personnel and equipment arrive.
- Deal with work specific injuries (e.g. chemical or heat burns, frost bite, eye injuries, heat stress, gassing etc.)
- Request any other resources required.

First 60 Minutes after Injury

- If safe to do so, move casualty(s) to safe area(s) for further medical assessment and treatment.
- Follow AED sequence and provide first aid care and treatment within scope of training until transport is available and worker transferred.
- Assess the need for transport to a Health Centre or Unit via an Emergency Conveyance Vehicle (ECV), ambulance or via Medevac.
- Organize ECV, ambulance or Medevac by calling 911 from a land line
- Take first professional Advanced Life Support actions to stabilize casualty(s).
- Determine closest ambulance location, any required specialized equipment and response time (one-way).

First Four Hours after Injury

- Casualty(s) should be at a Health Centre or Unit if transported via ECV, ambulance or Medevac.
- Medical personnel will assess condition or patient(s), provide necessary treatment, monitor progress and follow up.
- Husky Health Advisor contacts the Medical Provider, as required.

Time after Injury: Dependant on Case

- Appropriate medical care or specialist required for treatment of the injury or illness.



1.4.3 *Confined Space Rescue*

A confined rescue team is comprised of a minimum of two entry personnel and a minimum of two backup with medical aid standing by.

When choosing to rescue personnel from confined spaces, be sure of the following factors:

- Is the team properly trained?
- Is the team competent and confident in dealing with this type of situation?
- Is the appropriate equipment available to do the rescue?
- Are there standby personnel in the event of escalation?
- Is a competent rescue coordinator or team captain available to take control of an emergency situation and direct the members towards their defined objectives?

Communication

An important component to the success or failure of a confined space rescue operation will be communication between the members and the Incident Commander. Methods of communication during this type of operation need to be appropriate for the situation, known and understood by all the responders. The types used may include the following:

Verbal Signals

Radios may be used if distance between the rescuers poses a problem. Be sure to use intrinsically safe radios. Be sure to have pre-set communication protocols that everyone understands and is familiar with. Do not use 'slang' type words. These may be confusing while working under stress and/or under mask (SCBA or SABA).

Visual Signals

Use of hand signals or other visual objects such as a flashlight or flags are acceptable visual signals.

Tactical and Audible Signals

Physical movement using objects such as pulling on a rope or audible forms such as sounds from air horns or tapping on the side of a wall may be utilized but must be distinguishable from normal entry noises or simple movement while inside.






Equipment

It is important to use the appropriate equipment for the task to be performed. Some equipment may have a specialized function, while other pieces may be utilized in many different situations. Always keep equipment properly maintained and readily available. Examples of equipment for conducting confined space extrication include:

- Basket Stretcher
- Full Body Harness
- Flashlight and other lighting systems
- Tripod and Rigging
- Ropes
- Communication Systems

1.4.4 *Fire / Explosions*

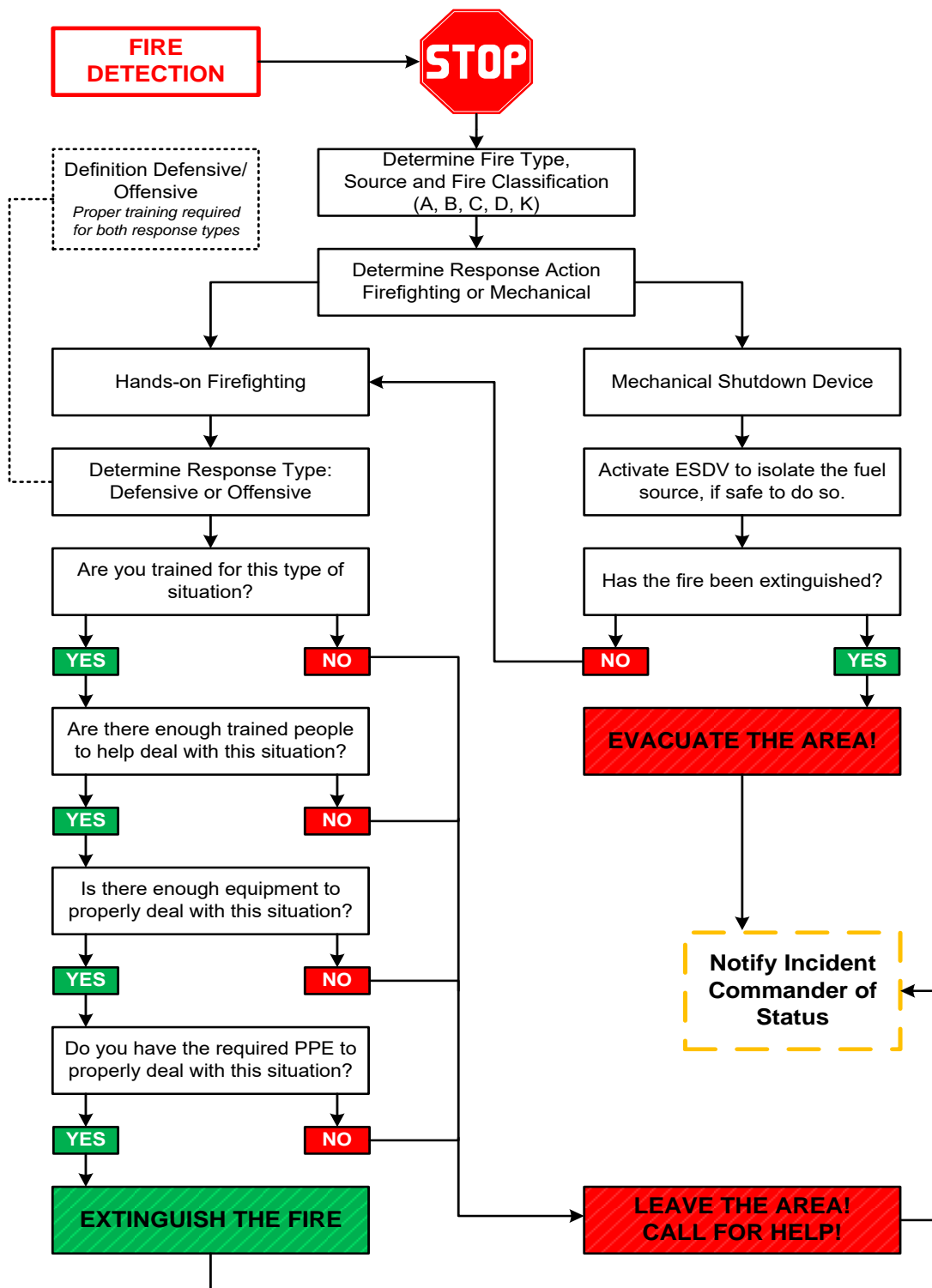
There are three main classes of fire - common fires (ABC) and two specialty classes (DK).

 A	<p>Class A fires involve common combustibles such as wood, paper, cloth, rubber, trash and plastics. They are common in typical commercial and home settings, but can occur anywhere these types of materials are found.</p>
 B	<p>Class B fires involve flammable liquids' gases, solvents, oil, gasoline, paint, lacquers, tars and other synthetic or oil-based products. Class B fires often spread rapidly and, unless properly secured, can re-flash after the flames are extinguished.</p>
 C	<p>Class C fires involve energized electrical equipment, such as wiring, controls, motors, data processing panels or appliances. They can be caused by a spark, power surge or short circuit and typically occur in locations that are difficult to reach and see.</p>
 D	<p>Class D fires involve combustible metals such as magnesium and sodium. Combustible metal fires are unique industrial hazards which require special dry powder agents.</p>
 K	<p>Class K fires involve combustible cooking media such as oils and grease commonly found in commercial kitchens. The new cooking media formulations used in commercial food preparation require a special wet chemical extinguishing agent that is specifically suited for extinguishing and suppressing these extremely hot fires that have the ability to re-flash.</p>

Note: Although ABC and BC Dry Chemical extinguishers can control a fire involving electronic equipment, the National Fire Code (NFPA 75-1999 edition), Section 6-3-2, specifically advises against dry-chemical extinguishers for fires involving computers or other delicate electronic equipment due to the potential damage from residues.

Standard for the Protection of Electronic Computer/Data Processing Equipment 6-3.2 listed extinguishers with a minimum rating of 2-A shall be provided for use on fires in ordinary combustible materials, such as paper and plastics. Dry chemical extinguishers shall not be permitted.

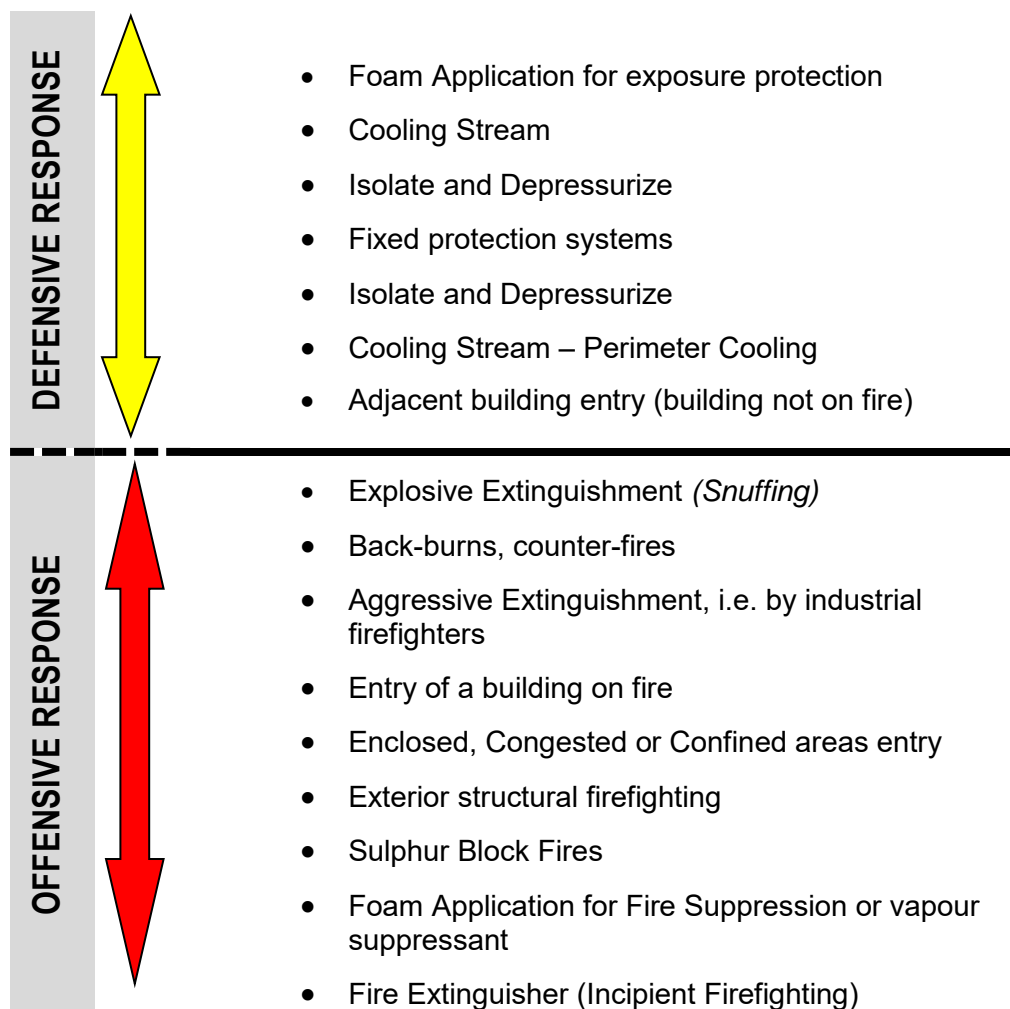
Fire Response Decision Tree



- For hydrocarbon release fires, proactively mobilize industrial fire responders (e.g. [REDACTED]) with proper training and equipment as required.
- Consider notifying the local fire department (for perimeter control only).

Fire Response – Defensive and Offensive

The following diagram shows examples of offensive and defensive response scenarios.



Note: Other than small incipient fires, Husky's philosophy to fire will primarily be defensive.

Process Fire Checklist

- Follow First on Scene Strategy (Section 1.1.1).
- Isolate fuel source or extinguish fire if safe to do so.
- Confirm situation and location – it is still possible for an explosion to occur.
- For hydrocarbon release fires, proactively mobilize industrial fire responders (e.g. [REDACTED] with proper training and equipment as required.
- Consider notifying the local fire department (for perimeter control only).
- Establish Responder Safety Control Zone perimeters.
- Shut down, isolate and depressurize related process equipment, if safe to do so.
- Develop an Incident Action Plan and site safety plan.

Defensive Strategy:

- Cool exposures.
- Cool affected area.
- Attempt to prevent fire from advancing.

Offensive Strategy:

- Extinguish fire.
- Direct valve / source isolation.
- Establish personnel accountability system by location and function and keep records of:
 - All responders and support personnel on site,
 - All those in hazardous areas,
 - All on breathing apparatus (e.g. record of remaining air).
- Ensure all fixed fire protection equipment operates as designed (e.g. deluge system).
- Obtain resources as required.

Unit Fires

The primary fire risks in process units are hydrocarbons above their flash points. It is crucial that Process Operators know how to immediately safely isolate every line and vessel in either unit and to prevent a fire from spreading.

If a large fire occurs, do the following:

- Follow First on Scene Strategy (Section 1.1.1).
- From a safe, upwind location, open up the hydrant monitors and cool the fire and adjacent exposures.
- From a safe distance, flush any pooled hydrocarbons to the sewer.
- Set up the portable fire monitors and begin supplemental cooling.
- For hydrocarbon release fires, proactively mobilize industrial fire responders (e.g. [REDACTED]) with proper training and equipment as required.
- Consider notifying the local fire department (for perimeter control only).
- If any firefighting activities are conducted downwind of the fire, wear breathing apparatus.
- If the fire is in a position or location that prohibits offensive actions, instruct the unit panel operator to shut down and depressurize the unit immediately.

Flare Line Failure

- Follow First on Scene Strategy (Section 1.1.1).
- Initiate emergency response in accordance with operating procedures.
- Initiate alternative measures required to isolate and depressurize units without accessing the failed part of the flare system.
- Manually activate the quick seals if automatic controls fail.
- For hydrocarbon release fires, proactively mobilize industrial fire responders (e.g. [REDACTED]) with proper training and equipment as required.
- Consider notifying the local fire department (for perimeter control only).

Dangerous Goods

Fire Control

Exercise caution in selecting a fire extinguishing method since there are many factors to be considered in a dangerous goods incident. Water may be ineffective in fighting fires involving some materials as its effectiveness depends greatly on the method of application.

Fires involving a spill of flammable liquids are generally controlled by applying a fire fighting foam to the surface of the burning material. Fighting flammable liquid fires requires foam concentrate which is chemically compatible with the burning material; correct mixing of the foam concentrate with water and air, and careful application and maintenance of the foam blanket. The selection of the agent and method depends on many factors such as incident location, exposure hazards, size of the fire, environmental concerns, as well as the availability of extinguishing agents and equipment at the scene. There are two general types of firefighting foam:

Regular foam

- Examples of regular foam are protein-base, fluoro-protein and Aqueous Film Forming Foam (AFFF). Some flammable liquids, including many petroleum products, can be controlled by applying regular foam.

Alcohol-resistant foam

- Alcohols, ketones and other flammable liquids that are water soluble require application of alcohol-resistant foam. These types of fires may be difficult to control and require a higher foam application rate than other flammable liquid fires (see NFPA/ANSI Standards 11 and 11A for further information).

Water Reactive Materials

Water is sometimes used to flush spills and to reduce or direct vapours in spill situations.

Some materials can react violently or even explosively with water. In these cases, consider letting the fire burn or leaving the spill alone (except to use a dike to prevent its spreading) until additional technical advice can be obtained. Refer to the North American Emergency Response Guide - a PDF copy of ERG2016 is available at: <http://www.tc.gc.ca/eng/canutec/guide-menu-227.htm>. The applicable guides clearly warn of these potentially dangerous reactions.

For water reactive materials, technical advice is required because:

- Water may cause an explosion inside a ruptured or leaking container.
- Water may be needed to cool adjoining containers to prevent their rupturing (exploding) or further spread of the fires.
- Water may be effective in mitigating an incident involving a water-reactive material only if it can be applied at a sufficient flooding rate for an extended period. The products from the reaction with water may be more toxic, corrosive, or otherwise more undesirable than the product of the fire without water applied.

Vapour Control

Limiting the amount of vapour released from a pool of flammable or corrosive liquids is an operational concern. It requires the use of specialized equipment, appropriate chemical agents, and skilled personnel wearing proper protective clothing. Before engaging in vapour control, get advice from an authoritative source as to the proper tactics.

Vapour control methods need to be selected for the specific material involved and performed in a manner that will mitigate, not worsen, the incident. There are several ways to minimize the amount of vapours escaping from pools of spilled liquids, such as:

- Special foams,
- Adsorbing agents,
- Absorbing agents, and
- Neutralizing agents

When specific hazardous materials at a refinery or storage facility are known, the facility should pre-select and stockpile vapour control agents in case of a spill. If the available foam is inappropriate for use, response personnel are likely to use water spray. Because water is being used to form a vapour seal, care needs to be taken not to churn or further spread the spill during application.

Fire Involving Electrical Systems

- Follow First on Scene Strategy (Section 1.1.1).
- Full and proper isolation of the electrical system needs to be done before exposing responders to any electrical equipment.
- When an emergency is first discovered, notify the Control Room.
- All electrical equipment needs to be treated as energized until proven otherwise by testing.
 - Most electrical buildings have multiple power sources.
 - All potential sources need to be considered before response action is taken.
- Under no circumstances may any Husky employee or responder other than qualified electrical employees enter a substation. ALL emergencies in the fenced area need to be phoned into the electric service provider.
- If responding to a person-down event in an electrical building, make certain that the person is not in contact with any live or potentially live electrical components.
- Do not fight any fire on an electrical system until that electrical system is isolated and has been confirmed as isolated by testing for absence of voltage. The building may be entered if conditions (smoke, arcing etc.) permit. If the fire in an electrical building is non-electrical in origin and fighting it will not cause debris, the fire may be extinguished using carbon dioxide (CO₂) only.



- **Battery Banks:** Most electrical rooms have UPS battery banks. The UPS system needs to be isolated by turning off the DC output of the UPS before attempting firefighting.
 - Carbon dioxide extinguishers have a refrigerating effect, which might damage the battery cases.
 - Damaged battery cases may leak acid onto the floor and equipment.
- **Transformers:** Oil filled transformers need to be isolated at two points before attempting to fight a transformer fire.
 - The transformer's high voltage feeder and the associated low voltage breaker need to be isolated.
 - These isolation points may or may not be in the immediate vicinity of the transformer itself.
- Operations should be prepared to handle the operations and the shutdown of the unit(s) that will be affected by the power loss.

Fires at Heights

- Fires might occur at heights and may not be accessible to fire fighters.
- Apply cooling water to the fire from the ground using aerial devices, mobile elevated platforms, ground monitors and elevated monitors.
- Extinguish only by isolating the fuel.
- As the cooling and absorption water is applied, the unit should be shut down and depressurized.

Vehicle Fires

- Follow First on Scene Strategy (Section 1.1.1).
- For small fires only (e.g. passenger compartment, electrical malfunction, fires contained to contents of cargo space or trunk, engine fires), a defensive strategy applies:
 - Use vehicle ABC type handheld fire extinguisher.
- For larger fires or fires involving fuel or storage tanks, an offensive strategy applies:
 - Call for assistance (if safe to do so).
 - Evacuate the immediate area by at least 25 metres.
 - Stand by, evaluate the situation, and wait for assistance.

Grass / Forest Fires

Small grass fires (primarily along roadways):

- Use shovels, back pack water sprayers and/or ABC type handheld portable fire extinguishers.
- Use only a defensive strategy.
- If grass fires enter coulees, river or creek banks or forests, do not continue.
- In Alberta, contact the Alberta Wildfire Reporting Line at **310-FIRE (3473) or #3473** (on Telus Mobility) for assistance.
- In Saskatchewan, Contact Saskatchewan Wildfire, Fire Smart at **800-667-9660** or the local fire department for assistance.

Large grass/forest fires:

Do not attempt to extinguish. This could be potentially dangerous. Contact the local fire department and local forest protection office for assistance.

- For large threatening grass/forest fires that have the possibility of involving pipelines, facilities, plants, or well sites etc.
- In Alberta, contact the Alberta Wildfire Reporting Line at **310-FIRE (3473) or #3473** (on Telus Mobility) for assistance. In Saskatchewan, Contact Saskatchewan Wildfire, Fire Smart at **800-667-9660** or the local fire department for assistance.
 - Isolate or shut in facilities if safe to do so. Notify Incident Commander and evacuate if situation dictates.
 - Call in offensive fire response specialists (i.e. professional industrial firefighters).

Personnel Safety

- Determine the minimum number of personnel required to operate during a wildfire event
- Ensure evacuation alerts are issued during a wildfire event and wildfire emergency evacuation procedures are followed.

Temporary Safe Areas

- Identify individuals that have smoke intolerances and ensure early priority evacuation arrangements.
- If using a temporary safety area(s), ensure adequate space is determined for number of personnel.
- Alternative safety area(s) should be identified to account for smoke drift that would compromise the primary area.
- The temporary safe areas should be gravel, mineral soil or frequently mowed grass.
- If practical the site should have a water source.
- Ideally the site should have alternate access routes and/or have a helicopter landing area.
- The site should have a GPS location that is documented in the Emergency Response Plan.
- The site should have adequate space for the personnel, vehicles and equipment that would normally be expected to utilize the safe area including helicopters.

Water Supply

- Have an adequate water supply for the purpose of firefighting.
- Identify natural water sources such as streams and small lakes in the immediate area.
- Ensure access to natural water sources for tanker trucks and/or portable pump set-ups are developed and identified.
- If natural water sources are not available, consider developing a water storage facility on the site.
- Non-draining borrow pits or tanks may be used for storing large volumes of water.
- Identify the availability of large water tankers in the region.
- Consider the use of agricultural water delivery systems to move water long distances for the protection of facilities.
- Consider the use of wildfire suppression sprinkler systems (portable or permanent) for structural protection in conjunction with the local fire department or local emergency response agency.

Access Roads/Evacuation Routes

- If there is potential for the main access to be cut off by a wildfire, alternative emergency evacuation routes (two-way access) should be identified and developed including potential helicopter landing sites for remote sites.
- Identify adjacent waterways that can be accessed by boat if applicable.
- Provide Wildfire and other Emergency Service personnel with the ability to open locked gates.
- The road should provide two-way access with a travel surface of not less than 6.1 metres.
- A roadway curvature radius should be at least 30 metres, measured from the centerline. This is a standard for Fire Department access.
- Road gradient should not exceed 10 percent.
- Dead-end roadways that are more than 90 metres in length should be constructed with a turnaround at the terminus having no less than 18 metres turning radius or a hammerhead “T” alternate turnaround.
- All gates should be located at least 9 metres off the main roads and should not open outward.

All-Terrain Vehicles

The operations of ATVs in wildland areas pose a significant liability for the ignition of a wildfire. These types of fires typically originate from a component of the exhaust system coming into contact with flammable organic material or vegetation. During the operation of an ATV organic material such as grass and moss can accumulate around the exhaust system. The material is dried and heated to its ignition temperature by the hot exhaust system. Smoldering materials can then fall to the ground and ignite dry grass or vegetation which in turn can result in a wildfire.

The risk of wildfires caused by ATVs is highest in the spring of the year (April/May) when natural fine fuels such as grass are in its cured state and highly flammable. Wildland fire hazards during this time of the year are generally high to extreme due to low moisture content of forest fuels, low relative humidity and strong winds.

- Operators of ATVs need to stop on a regular basis and remove accumulations of organic material and vegetation from around all components of the exhaust system. The frequency of this cleaning will be dependent on the terrain and weather conditions. For example, the operator must frequently stop and clean the exhaust after traveling through a muskeg area during the spring.
- ATVs should be equipped with an appropriate tool according to the type of ATV to assist the operator in the removal of accumulations of debris from around the exhaust system. Hot or burning materials that are removed from the ATV must be cooled or extinguished with water or by burying in mineral soil.
- ATVs should be parked on sites that contain bare mineral soil. Avoid parking in areas with cured grass or other fine fuels which are highly flammable.
- Operators need to be particularly vigilant during the spring of the year when grass and other fine fuels will quickly ignite and spread to heavier fuels.
- Restrict or limit the use of ATVs during prolonged periods of extreme fire danger, particularly in the spring of the year.
- The exhaust system should be inspected by the operator on a regular basis to identify and remedy any malfunctions which may further contribute to the ignition of a wildfire.

- During the fire season, ATVs should be equipped with basic firefighting tools which may include: a canvas or plastic water pail, water, back pack water bag (full of water), shovel, Pulaski, fire extinguisher. Tools will be restricted by the amount of space available on the ATV but must include a container of water and a fire extinguisher.
- Operators must be familiar with the protocol for reporting a wildfire in their area of operation. They must have the communication equipment and technology necessary to contact fire authorities.
- Prior to operating an ATV at the start of a work day, the operator should ensure that there are not any accumulations of organic material or vegetation surrounding any components of the exhaust system.

Oil company personnel and contractors utilizing ATVs should be educated about the potential of ATVs to start fires and what they can do to prevent fires from occurring and what to do should a fire occur. Daily safety briefings could include awareness of fire potential and mitigation.

Wildfire Information - Alberta

The following information bulletin is issued annually by the Alberta Environment & Parks (AEP) – Forestry Division:

Wildfire Information Bulletin

AESRD would like to draw your attention to some important information regarding wildfire management and increase your awareness of key wildfire prevention messages, during the wildfire season. Your assistance and cooperation in preventing wildfires by observing and acting on the information below is appreciated.

The following applies during the wildfire season, normally running from April 1 to October 31, within the Forest Protection Area of Alberta:

- If you see smoke or fire call 310-FIRE, toll free anywhere in Alberta.
- Ensure all fires associated with winter brush disposal, are completely extinguished.
- A fire permit is required for burning. This does not apply to flaring operations.
- Planned flaring operations must be reported to the AER through the DDS System, prior to ignition. Notification within one hour prior of flaring will avoid unnecessary deployments of firefighting resources and confusion with detection staff. Unplanned or emergency flaring is reported to the appropriate ESRD field centre. A contact list is located in the appendix of the Industrial Wildfire Control and Prevention Plan template, which can be downloaded from our website link below.
- Under sections 9 and 10 of the Forest & Prairie Protection Regulations, Part I) " a flare device may be used on public land ONLY in the event of an emergency and all residues from such flares shall be extinguished by the user before he leaves the site thereof" (section 9). "Except as provided by section 9, use of flare devices on public land within the Forest Protection Area, other than for emergency, is prohibited" (section 10).
- The Industrial Wildfire Control Plan is a requirement under section 23 of the Forest and Prairie Protection Act and applies to all industry operating from March 1st to November 31st within one kilometre of the Forest Protection Area. Companies are required to submit an updated plan for their operations in each ESRD Area by the end of February. The information submitted will be used to enhance local knowledge and communication between local Forestry Division staff and industry working in the Forest Protection Area. Moreover, the plan will aid in enhancing emergency response and suppression capability strategies prior to and during a wildfire occurrence.

1.4.5 Motor Vehicle Accident

This is a general guideline for any accident involving company personnel, company vehicles, or on company operated roads:

- Follow First on Scene Strategy (Section 1.1.1).
- Contact emergency services (911, STARS, etc.) if necessary and safe to do so.
- Move the vehicle out of the traveled roadway, if it is clear, safe and legal.
- Turn off the ignitions of the cars involved, if safe to do so.
- Notify your immediate supervisor and/or designated Incident Commander.
- Secure the area and make sure that people are not out in traffic (in harm's way) to prevent potential additional accidents.
- Mark the scene of the accident with flares or reflective triangles.
- Assess hazards and, if safe to do so:
 - Make a first aid check of all persons involved in the accident.
 - Get medical attention for anyone who may need it.
 - If a person is unconscious or complains of neck or back pain, it is best not to move them until qualified medical personnel arrive.
 - In some situations, you may have no choice but to move them for their own safety. If you are in that type of situation, try to move them as steadily and slowly as possible while supporting their neck and back. The less movement, the better.
- Notify Husky HSE, completing all required Husky accident documentation.
- Exchange insurance information with any other parties involved in the collision.
- Obtain the names and contact information of any witnesses to the collision.
- Make a quick diagram of where the vehicle occupants were seated and indicate the vehicles' direction of travel and lane. Also note the date, time and weather conditions.
- If possible, get a copy of the police report of the accident.

Refer to Section 1.5 Forms, Form 12: Vehicle Accident Form.

1.4.6 *Transportation of Dangerous Goods Incident*

The following information has been extracted from the North American Emergency Response Guide (ERG 2016) which provides guidance for first responders during the initial phase of a dangerous goods or hazardous materials transportation incident. This information will assist responders in making initial decisions upon arriving at the scene of a dangerous goods incident. It should not be considered as a substitute for emergency response training, knowledge or sound judgment. ERG 2016 does not address all possible circumstances that may be associated with a dangerous goods incident. It is primarily designed for use at a dangerous goods incident occurring on a highway or railroad. Be mindful that there may be limited value in its application at fixed facility locations.

Initial Actions

- Follow First on Scene Strategy (Section 1.1.1)
- **APPROACH CAUTIOUSLY FROM UPWIND OR CROSSWIND.**
 - If wind direction allows, consider approaching the incident from uphill.
 - Resist the urge to rush in; others should not be helped until the situation has been fully assessed. Stay clear of all spills, vapours, fumes, smoke and suspicious sources.
 - Do not walk into or touch spilled material.
 - Avoid inhalation of fumes, smoke and vapours even if no dangerous goods are known to be involved. Do not assume that gases or vapours are harmless because of lack of a smell.
 - Use caution when handling empty containers as they may still present hazards until they are cleaned and purged of all residues.
- **SECURE THE SCENE.** Without entering the immediate hazard area, isolate the area and ensure the safety of people and the environment. Keep people outside the safety perimeter. Allow enough room to move around freely and remove equipment.

- **IDENTIFY THE MATERIAL INVOLVED**

- Refer to the Safety Data Sheet(s).
- If shipping documentation is available, call the emergency response telephone number listed.
- If documentation or emergency response telephone is not available, contact CANUTEC and provide as much of the following information as can safely be obtained:
 - Your name, call back telephone number, FAX number
 - Location and nature of problem (spill, fire, etc.)
 - Name and identification number of material(s) involved
 - Shipper, consignee and point of origin
 - Carrier name, rail car or truck number
 - Container type and size
 - Quantity of material transported and released
 - Local conditions (weather, terrain, proximity of schools, hospitals, waterways, etc.)
 - Injuries and exposures
 - Local emergency services that have been notified
- Refer to the North American Emergency Response Guide - A PDF copy of ERG 2016 is available at this website: <http://www.tc.gc.ca/eng/canutec/guide-menu-227.htm>

- **ASSESS THE SITUATION.** Consider the following:

- Is there a fire, a spill or a leak?
- What are the weather conditions?
- What is the terrain like?
- Who and what is at risk: people, property and/or the environment?
- What actions should be taken? Is an evacuation necessary?
- Is diking necessary?
- What resources (human and equipment) are required and are they readily available?
- What can be done immediately?

- **OBTAIN HELP.** Call for assistance from qualified personnel.

- **DECIDE ON SITE ENTRY.** Any efforts made to rescue persons, protect property or the environment need to be weighed against the possibility that you could be at risk. Enter the area only when wearing appropriate protective gear (PPE) for the chemicals involved.

- **RESPOND AND CONTINUALLY REASSESS THE SITUATION AND MODIFY YOUR RESPONSE ACCORDINGLY.** Respond in a safe and appropriate manner. Rescue casualties when it is safe to do so and evacuate if necessary. Maintain control of the site. The first duty is to consider your own safety and then the safety of people in the immediate area.

1.4.7 Pipeline Release

In oilfield gathering systems, gas pipelines and produced oil or emulsion pipelines may have common elements in the response issues associated with leaks in that they each may carry some portion of oil, gas and water. The primary difference between these lines is the relative portion of the oil, gas and water contained in the lines. Gas lines are predominately gas filled and may include limited amounts of hydrocarbon liquids or water. Oil and emulsion lines have larger portions of liquids and water in them. Either way, an incident involving pipelines in a gathering system may require response actions that address the following:

- Downwind hazards associated with pipeline systems carrying sour gases.
- Hazards associated with ignition of the gas or associated liquids.
- Environmental impact of the release.
- Toxicity issues of the gases or liquids.
- Containment of spilled liquids near the leak.

Pipelines downstream of processing facilities generally, but not always, transport single phase gas or single phase liquids and the response issues tend to be more singularly focused. Regardless of the pipeline system, it is paramount for the responders to have a clear understanding of the gas or effluent that is being transported through the pipeline systems so that they understand the hazards and can properly lay out appropriate Response Objectives.

Leak Analysis – Gas Pipelines and High Gas-Liquid-Ratio Oil/Emulsion Lines

A moderate to large leak in a mainline is indicated by one or a combination of the following:

- A rapid or noticeable drop in pipeline pressure.
- Low-pressure alarms or shutdowns are triggered.
- Significant noise caused by the depressurization of the gas across the leak.
- Downwind LEL monitors pick up hydrocarbon gas levels.
- Downwind H₂S monitors pick up sour gas levels or sour gas odours are identified by the public or workers.
- An easily observable loss of pressure in a pipeline section after shutdown and closure of block valves.
- Significant staining of ground or collection of liquid on ground or on surface of free water.
- An observable cloud emanating from the pipeline.

A small leak in the mainline system is indicated by one or a combination of the following:

- Mild or moderate staining of ground or collection of liquid on ground or on surface of free water.
- Constant gas bubbling to water surface
- Localized stress of vegetation along the pipeline right of way.
- A slow but continuing loss of pressure in a pipeline section after shutdown and closure of block valves, which may take some time to confirm the pressure loss.
- H₂S or LEL levels are measured in proximity to the pipeline right of way.

A very small leak might require extensive and prolonged investigation to locate.

Leak Analysis – Liquid Pipelines

A moderate to large leak in a mainline is indicated by:

- A decrease in delivered volume rate without change in pumping rate.
- An unexplained negative balance between in and out volumes of the pipeline system.
- An unexplained decrease in the operating line pressure.
- An easily observable loss of pressure in a pipeline section after shutdown and closure of block valves.
- Staining of ground or collection of liquid on ground or on surface of free water.

A small leak in the mainline system is indicated by:

- A consistent loss in the volumetric balance on hourly, daily, monthly basis.
- A slow but continuing loss of pressure in a pipeline section after shutdown and closure of block valves, which may take some time to confirm the pressure loss.
- Staining of ground or collection of liquid on ground or on surface of free water.

A very small leak might require extensive and prolonged investigation to locate.

Leak Response

- Follow First on Scene Strategy (Section 1.1.1).
- Personnel should be dispatched to investigate the potential leak with appropriate personal protective equipment.
- Personnel conduct Size-Up, from an upwind or cross wind direction, following safe work practices and report back to the Control Room Operator / Incident Commander on issues related to worker safety, public safety and control and containment of the release.
- An assessment of an appropriate IIZ and who may be at risk downwind of the leak (in the PAZ) needs to occur.
- Request air monitoring trailers if sour gas levels are present and deploy to evaluate downwind risks.
- Provide assistance with public notification, evacuation or area isolation as directed by the Control Room Operator/Incident Commander.
- Facilitate additional pipeline isolation by closing related manual block valves, if appropriate.
- Implement spill reporting and appropriate spill response guidelines if the incident involves a spill onto land or into a water system.
- Approach pools of spilled liquid cautiously because of potential concentrations of flammable or toxic vapours given off by the liquids.
- Vacuuming spilled; produced condensate, produced oil or blended oil requires special safety precautions because of the flammability of the fluids.
- Vacuum trucks handling the sour effluent need to be equipped with sour gas scrubbers.
- Keep Incident Commander fully advised of situation.

1.4.8 *Petroleum Spills*

The types of emergency containment and recovery efforts depend on the type of spill. Containment and recovery response actions focus on minimizing the effects of the spill on the surrounding area.

Clean-up activities will be conducted after containment and recovery actions are completed. Clean-up and disposal of contaminated material and site remediation work will continue until the spill site is returned as nearly as possible to pre-spill conditions and company environmental specialists and regulatory agencies are satisfied.

Husky is an active member of Western Canadian Spill Services (WCSS) and of area oil spill co-operatives. The applicable local area oil spill contingency manual is a supplement to this Emergency Response Plan and provides the Incident Commander with additional guidance in responding to a hydrocarbon or produced water spill.

The WCSS Oil Spill Contingency Plan outlines contact lists and details regarding equipment access. In addition the Western Canadian Spill Services (WCSS) provides detailed procedures for conducting spill containment and recovery operations under a variety of conditions (e.g. on land, on water, under ice etc.) Cooperative members may be available to assist Husky with initial spill control, but the company responsible for the spill assumes liability.

Cooperative Spill Response

Cooperative volunteers on behalf of WCSS may be involved in spill response activities under the following conditions:

- Spills of unknown origin – at the request and under direction from the lead regulatory agency
- Initial spill response – to assist a member company with initial spill response in a watercourse

The WCSS Oil Spill Contingency Plans use a modified version of the Incident Command System that closely aligns with Husky's Incident Command System.

The following pages contain reference information for petroleum spills that may be encountered in various terrain conditions. For more detailed information, refer to the applicable local Oil Spill Co-op Contingency Plan. For more information regarding oil spill co-operatives, contact Husky Environmental Department or go to Western Canadian Spill Services Ltd. web page at: <http://www.wcss.ab.ca/index.asp>

Initial Spill Response Actions

- Follow First on Scene Strategy (Section 1.1.1).
- Size up considerations for a spill site:
 - Are there any nearby public (workers, traffic, residents) that would need to be evacuated or diverted from the spill area?
 - Is there a fire or explosion hazard? What is the ignition source?
 - Is there H₂S or other toxin present? Are concentrations safe or is additional PPE needed?
 - Are there any areas deemed hazardous? (Mark with flags).
 - What are the ground and weather conditions? (Snow, gravel, sand etc.)
 - Where is the location of the leak, the type of release and the volume released? Is it reportable? Has it been reported to the regulator?
 - How long has the spill been taking place?
 - Are air monitoring trailers required?

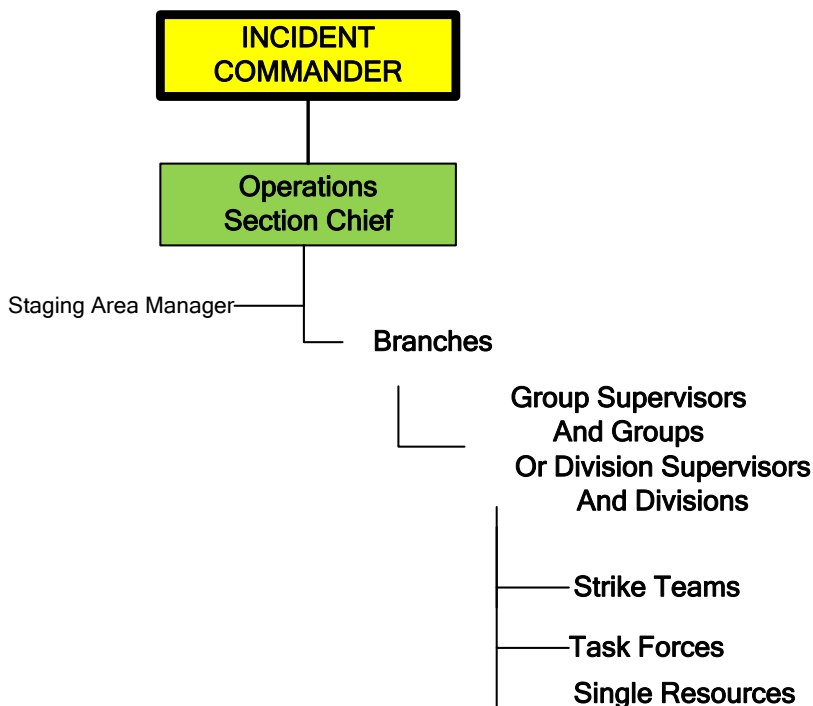
- Is the spill into a watercourse, watershed or a water body?
- Is the spill contained or migrating? Which direction? How far can it go?
- If the spill is not contained, determine and prioritize the containment points and methods to be used.
- What lands or water bodies may be affected? (Farm, livestock, brush, drinking water, etc.)
- How is it going to be contained and cleaned up?
- How to access the spill site, the source of the spill and recovery points?
- What equipment is required? Is oil spill equipment (oil spill co-op) required?
- Where can spill responders park so as not to interfere with spill equipment? (Minimize vehicular traffic as much as possible at the spill site.)
- Are there any residences in the area? Do they have water wells that could be affected?
- Should the spill site be cordoned off to prevent wildlife / livestock from entering?
- Will a media response be required?
- Relay information to internal company contacts, government agencies and if required, landowner, spill response contractors and the designated Public Information Officer.

ICS Organization

The Husky Incident Command Organization may need to expand to ensure that an effective span of control is maintained with no more than 5 personnel reporting to one supervisor. Following the unity and chain of command ICS principles will ensure that all workers on a spill site are reporting to only one supervisor.

The Area Oils Spill Co-op manual (or Husky site-specific spill plan) provides detail on how the ICS Operations Section may be expanded expand by adding supervisory levels, as required.

I.e.:



Control and Containment

- If possible, immediately shut off the source of the spill ensuring your own safety.
- Prioritize and set up containment points
- Where possible, prevent a spill from entering a watercourse.
- Use safest and simplest method to get job done within resource and safety capabilities.
 - Isolate and depressurize (ESDs, manual block valves, manual valve isolation).
 - Plug and patch (e.g. fix faulty valve or hole in drum).
 - Absorb or adsorb (e.g. applying adsorbent pads to oil spill).
 - Transfer (e.g. removing product to waste truck or new container).
 - Containerize (e.g. put leaking drum into over-pack drum).
 - Reposition (e.g. upright or roll and chock leaking container).
 - Others (e.g. hot-tap, vent and burn, flaring).
- Contain the spill – containment is a priority for limiting environmental damage.
- Contain as close to source as safe and practical.
- Avoid excessive walking or driving on the spill area.
- Consider ground disturbance guidelines.
- Determine where bell holes or trenches would be most effective.
- Keep trenches as shallow and narrow as possible, to prevent additional clean-up and minimize groundwater impact. Supplement with berms where possible.
- Use practical containment tools and equipment including shovels, dump trucks, sand bags, plastic bags, heavy earth moving equipment, "Plug and Patch", foam, salvage covers, adsorbents, booms, hose, redwood plugs, etc.
- If weirs are installed, they should be able to handle large flow rates and surges.
- Surface run off may have to be diverted from the spill site if wet conditions are present.

Recovery of product and / or clean-up of the spill

- Ensure the health and safety of the persons responding to the spill.
- Once containment has been achieved, recovery and clean-up operations begin immediately.
 - Recover as much product and saturated debris as possible.
 - Keep environmental disturbance to a minimum.

Land Spills

Land spills will spread outward from the initial spill point toward lower-lying areas. Penetration downward into the soil will also occur at a rate that is dependent on the soil type and the nature of the product spilled. During spills in winter, petroleum will spread under the snow making definition of the extent of the spill area difficult.

The Incident Commander and ICS Operations personnel should:

- Attempt to restrict spills on land to as small an area as possible based on site conditions.
- Prevent the spill from entering water bodies or flowing watercourses or flowing into manholes or culverts, within the bounds of safety and practicality.

The method chosen for land containment and recovery is dependent on site conditions and the equipment available. A summary of common options is presented in the following table:

Land Containment Options		
Containment Method	Technique Description	Comments
Earth or Sand Dike (All seasons)	Earth or sand at or near the site is used to contain spilled material on flat or sloped surfaces. Sandbags filled with soil or sand are used to contain spill. Augment with poly-sheeting if available.	Sufficient dry earth, gravel or sand needs to be available to contain spill. Earth may be frozen. Surface disturbance to remove earth or sand may result in erosion, especially on steep slopes. Work crews and/or earth-moving equipment are required to build dike.
Snow or Ice Dike (Winter only)	Snow or ice at or near the site is used to contain spilled material on flat or sloped surfaces. Augment with poly-sheeting if available.	Sufficient snow or water needs to be available to contain spill. Snow or ice dike will melt quickly in warm weather. Contaminated snow or ice may need to be removed or stored for treatment. Work crews and/or earth-moving equipment are required to build snow dike. Water spraying equipment may be required to construct ice dike.
Sorbent Dike (All seasons)	Sorbent material is used to contain spill.	Useful only in small spills, as purchase of large quantities of sorbent is expensive and impractical. Contaminated sorbent may need to be replaced or squeezed out during incident. Contaminated sorbents need to be disposed in compliance with government legislation. Sufficient sorbent or sorbent boom, work crews and storage containers or a lined storage area for contaminated sorbents needs to be available to build sorbent dike.
Trench or Sump (All seasons)	A trench or sump is excavated downslope on sloping terrain to limit surface or subsurface spill movement. Work crews and/or earth-moving equipment are required to build trench or sump, as well as plastic or other impermeable sheeting for a trench liner.	Clean topsoil should be removed before trench construction. Frozen soil, bedrock close to the surface or soil type (e.g. sand) may make this option impractical. Surface disturbance to remove earth or sand may result in erosion or further penetration in sandy soil. Ensure no other pipelines or underground utilities are in the excavation area.

Land Recovery Options		
Recovery Method	Technique Description	Comments
Vacuum Truck	A vacuum truck is used to recover spilled material from a dike or trench in areas accessible by trucks or heavy equipment.	The method depends on site access. Surface disturbance and soil damage may result from movement of the vacuum truck to and from the site. Topsoil may need to be stripped from the site before starting recovery activities.
Pumping Spilled Material into Storage	A pump is used to recover spilled material from a dike or trench in areas not accessible by vacuum trucks.	Pumps need to be safe for use at the spill site and compatible with the product to be pumped. Surface disturbance and soil damage may result from movement of the pump and storage equipment to the site. Skid tanks, tanker trucks, port-a-tanks, fuel bladders, permanent tanks, or a lined excavated area need to be available to provide storage for the recovered material. A work crew and power supply for the pump needs to also be available.

Spills into a Watercourse

Petroleum products will spread outward from the origin of the spill, eventually achieving a stable thickness on the water. Spills on rivers, creeks, or streams will flow downstream, contaminating riverbanks and vegetation, affecting wildlife, fish and water users in the area of the spill.

The rate of spill movement will depend on the current speed of the water and the time of year. Current may flow faster in the deepest channels in the river and slower in shallower areas, due to varying volumes of water. Flow in a watercourse will also be faster in the spring, because of snowmelt entering the watercourse from the surrounding area. River currents in summer and fall will be generally slower than in the spring. Wind and wave action will also affect the rate and direction of spill travel.

Spill velocity on a watercourse may be estimated quickly by using a current velocity meter or by timing the movement of a floating object on the watercourse over a set distance.

The following table is used for estimating spill velocity based on a 30 metre (100 foot) distance:

Time Required For Object to Travel 30 meters (100 feet) (seconds)	Surface Current Speed			Boom Angle (degrees)
	(km/hr)	(m/s)	(miles/hour)	
216	0.5	0.14	0.3	60°
108	1.0	0.28	0.6	60°
72	1.5	0.42	0.9	60°
54	2.0	0.56	1.2	45°
43	2.5	0.69	1.5	45°
36	3.0	0.83	1.9	45°
31	3.5	0.97	2.1	15°

Time Required For Object to Travel 30 meters (100 feet) (seconds)	Surface Current Speed			Boom Angle (degrees)
	(km/hr)	(m/s)	(miles/hour)	
27	4.0	1.11	2.5	15°
24	4.5	1.25	2.8	15°
22	5.0	1.39	3.1	15°
18	6.0	1.67	3.7	15°

Note: In currents faster than 6.0 km/h (3.7 mi/hr), or in excessively turbulent waters, the use of containment booms may be impractical and other containment or protection methods such as the use of diversion or exclusion booms may be required.

The velocity calculated will be an approximation only, as the watercourse velocity varies at different points across the river, due to changes in river depth and at various points upstream and downstream on the river. In the initial stages of the spill on a watercourse, lighter-end materials will tend to evaporate, especially in warm weather. Other processes that might affect spill behaviour include dispersion of the petroleum into the water, formation of stable oil/water emulsions and stranding or oil along the shoreline.

Containment

Containment of a spill on a watercourse should be completed as quickly as possible as the spilled material has the potential to travel a much greater distance and contaminate a larger area than spills on land. The Incident Commander and ICS Operations personnel will implement appropriate containment actions based on the size of the watercourse and current velocity.

Watercourse Containment Options		
Containment Method	Technique Description	Comments
Containment Boom (Spring to Fall)	A containment boom is placed in the watercourse to prevent migration of the spilled material down-stream of the containment point.	The watercourse needs to be accessible to allow containment activities. If water is too shallow, or current is too fast, the containment boom may not be effective in containing the oil. Oil spill containment equipment, work and safety boats, and a work crew need to be available to conduct this method.
Diversion Boom (Spring to Fall)	Diversion booms are used in large or swift rivers to divert spilled material to calmer water for containment and recovery. May be used in combination with containment boom.	The watercourse needs to be accessible to allow boom to be deployed. High current speeds or turbulence may make deployment impossible, or may cause deployed boom to fail, releasing spilled material downstream. Oil spill containment equipment, work and safety boats, and a work crew need to be available to conduct this method.

Watercourse Containment Options		
Containment Method	Technique Description	Comments
Sorbent boom (Spring to Fall)	Sorbent booms may be used in narrow, low flow streams or rivers to remove small amounts of surface oil. Chicken wire or containment boom may be used to back up sorbent boom.	<p>The watercourse needs to be accessible to allow boom to be deployed.</p> <p>Sorbent boom use is only viable in low flow watercourses, as boom is not very sturdy and breaks easily. (Chicken wire or containment boom may be used behind sorbent boom to reinforce sorbent boom and prevent breakage).</p> <p>Sorbent boom also has no skirt allowing large amounts of oil to easily flow under it.</p> <p>Sorbent boom will pick up sheen but not large amounts of oil.</p> <p>Sorbent boom is not very effective in cold weather.</p> <p>Large amounts of sorbent boom are expensive, and needs to be replaced in the watercourse when saturated. Used sorbent needs to be stored and disposed of in compliance with government legislation.</p> <p>Sorbent boom, work crew and possibly boats may be required.</p>
Earth or Sand Dike (Spring to Fall)	Dikes are used across very shallow streams and intermittent creeks to contain flowing oil. Dikes can also be used to contain spilled materials along a shoreline.	<p>Sufficient earth or sand is needed to construct the dike.</p> <p>Flowing may be caused if stream or creek is dammed (a containment weir may be used to alleviate this problem – see below)</p> <p>Damage may be caused by evacuation and construction in the watercourse and along the banks.</p> <p>A work crew with shovels, earth-moving equipment, earth or sand, sandbags and/or sheets of metal or wood may be required.</p>
Containment Weir (Spring to Fall)	Containment weirs are physical dams with culverts or pipes constructed in the dam to allow free water movement from a site while containing surface oil.	<p>Containment weirs are used in shallow streams and creeks and are suitable for maintaining a constant water level at the site and preventing flooding.</p> <p>Damage may be caused by excavation and construction in the watercourse and along the banks.</p> <p>A work crew with shovels, earthmoving equipment, earth or sand and piping or culvert material is required.</p>

Watercourse Recovery Options		
Recovery Method	Technique Description	Comments
Vacuum Truck	A vacuum truck is used to recover free petroleum from water in areas accessible by trucks or heavy equipment.	A vacuum truck and operator are required. Use of this method is subject to site access. Surface disturbance and soil damage may result from movement of the vacuum truck to and from the site. Topsoil may need to be stripped from the site before conducting recovery activities.
Pumping of Spilled Material into Storage	A pump is used to recover free oil from the watercourse in areas not accessible by vacuum trucks.	Pumps need to be safe for use at the spill site and be compatible with the product to be pumped. Surface disturbance and soil damage may result from movement of the pump and storage equipment to the site. Technique will generate large volumes of contaminated water that will require storage. Skid tanks, tankers, port-a-tanks, fuel bladders, permanent tanks or a lined excavated area need to be available to provide storage for the recovered material. A work crew and power supply for the pump need to also be available.
Skimmers	Mechanical devices are used to skim oil from water surface or remove oil/water mixture for storage.	Skimmer will need sufficient water depth to float. Weir skimmers work best on thicker layers of oil in flowing water. Will generate large quantities of water/oil mixture. Drum or disc skimmers will pick up thinner layers of oil on slow moving water. Debris and vegetation may clog skimmer making oil pickup difficult. A suction, floating weir, disc or drum skimmer, pump and work crew are required. A secure storage facility (tanker, portable tanks, fuel bladders or excavated, lined storage site) is also required.

Spills into Water Bodies

In the absence of any current or wind, spills on water bodies such as lakes will spread out in all directions from the site of the spill until a uniform stable thickness is reached. If a wind and/or current are present, the spill will move with the wind or current until it reaches the shoreline.

Wave action in the water body may also affect the spill causing oil-in-water or water-in-oil emulsions to form, making recovery and clean-up efforts more difficult.

Containment

The Incident Commander and ICS Operations personnel should attempt to contain the spill to as small an area as possible on the water body near the spill source. Dispersion of the spill over a large area on the water body could cause widespread impacts when the spill reaches the shore. If the spill can be contained on the water body, the spilled material is moved toward shore for recovery.

Containment options for spills on water bodies use a containment boom to surround the spill. See the local Oil Spill Contingency Plan for a discussion of containment booms and for boom configurations used to contain a boom in open water. If the area that may be impinged by the spilled materials is environmentally sensitive, appropriate shoreline protection measures may be implemented as recommended by Husky Environmental Specialists.

Spills into Wetlands or Muskeg

Wetlands are areas with high organic content, which contain large amounts of water in the soil. Wetlands may be continuously covered in water or water levels may fluctuate throughout the year. Muskeg is a land area that contains high moisture content and is boggy in the summer because of large quantities of peat, moss, or other vegetative material in the soil. In winter, muskeg will freeze making excavation extremely difficult.

Spills in wetlands or muskeg can be some of the most difficult spills to contain, recover and clean up because of limited site access for both manpower and equipment. Because of the sensitive nature of these ecosystems, more damage may be caused by emergency response operations than was caused by the original spill. The Incident Commander may consult with government officials or environmental specialists before conducting emergency response operations in wetlands or muskegs. This will ensure that containment, recovery, and clean-up operations represent the most viable option for the spill, based on the type of product, size of spill and site specific safety, operational or environmental concerns.

If all other options are considered unviable, natural recovery may be approved by environmental protection agencies. Natural recovery uses micro-organisms already present in the ecosystem to degrade the oil. Degradation of the oil may be enhanced by addition of other nutrients required by the micro-organisms, to ensure sufficient levels of these nutrients are present to allow degradation to continue.

Natural recovery may be preferable to recovery and clean-up depending on:

- the amount, type and persistence of the oil
- the location of the site
- the nature and uses of the area
- whether the impacts of various clean-up methods are greater than damage related to the actual spill

Natural recovery should be considered if:

- clean-up activities will cause more harm than leaving the site to recover naturally
- leaving the area to recover naturally will not cause further harm to environmentally sensitive areas

Containment operations for wetland or muskeg spills in winter are similar to those for spills on land or ice. If containment operations are conducted at the site in the summer, a combination of land containment and water containment options will be used as appropriate.

A summary of available options is provided in the following table:

Wetland or Muskeg Containment Options		
Containment Method	Technique Description	Comments
Containment Boom	A containment boom is placed in wetland to prevent migration of oil into non-contaminated areas.	If water is too shallow, or the current is too fast, the containment boom may not be effective in containing the oil. Oil spill containment equipment, work and safety boats and a work crew need to be available to use this method.
Containment Weirs	Containment weirs are physical dams with culverts constructed in the dam to allow free water movement from a site while containing surface oil. Containment weirs are used to maintain a constant water level at spill site for easy oil recovery.	Access to the site by manpower and equipment may be limited. Building of containment weirs may be labour-intensive and time-consuming if done manually. Damage may be caused by excavation and construction in the watercourse and along the banks. A work crew with shovels, earthmoving equipment, earth or sand and piping or culvert material is required to use this method.
Vacuum Truck	Muskeg or wetland areas need to be accessible. A vacuum truck can recover from a trench or water surface.	Surface disturbance and soil damage may result from movement of the vacuum truck to and from the site. Topsoil may need to be stripped from the site before undertaking recovery activities.
Pumping of Spilled Material into Storage	A pump is used to recover free oil from wetlands or muskeg.	The wetland or muskeg area needs to be accessible for equipment. Pumps need to be safe for use at the spill site and be compatible with the product to be pumped. The technique will generate large volumes of contaminated water that will require storage. Skid tanks, tanker trucks, port-a-tanks, fuel bladders, permanent tanks or a lined excavated area need to be available. A work crew and power supply for the pump need to also be available.
Skimmers	Used to skim oil from water surface or remove oil/water mixture for storage. Drum or disc skimmers will pick up thinner layers of oil on slow moving water.	The wetland or muskeg area needs to be accessible. Skimmer will need sufficient water depth to float. Debris and aquatic vegetation may clog skimmer, making oil pickup difficult. A suction, floating weir, disc or drum skimmer, pump and work crew are required to undertake method. A secure storage facility is also required.

Wetland or Muskeg Containment Options		
Containment Method	Technique Description	Comments
Fresh Water Flushing	Water is flushed through an area to push oil that is in vegetation or on the water surface toward a collection point for recovery. The method can be used in conjunction with trenches.	The wetland or muskeg area needs to be accessible for equipment to allow recovery activities to be conducted. The method is not suitable for areas with extensive vegetation or obstructions. Physical damage may be caused to sensitive environmental areas. Pumps, a power supply, hoses, hot or cold water, and a work crew are required. A lined, excavated area or storage tanks may be required to hold water for treatment or testing.

Spills on Ice

Spills on ice will tend to spread out from the spill source toward lower-lying areas. Surface depressions, cracks and pockets in the ice will cause the spilled material to pool. A significant volume of some oils can be absorbed into ice.

The presence of oil on or in ice increases solar heating and the rate of melting. Subsequent freezing and melting may eventually cause the oil to migrate throughout the surface of the ice. Openings in the ice may allow the spilled material to migrate into open water or allow the spill to be swept under ice, making response operations more difficult.

The information presented should be used as a guideline only in determining typical load-bearing capacity of ice. The Incident Commander and ICS Operations personnel need to determine whether it is safe to work on ice based on actual site conditions.

The ability for ice on a river, stream or lake to support the weight of workers and equipment is determined by effective ice thickness which is based on the thickness of clear ice and presence of white ice.

Clear ice (sometimes called blue ice) is translucent and well compressed with few air pockets. This ice is very strong and has a high load-bearing capacity.

White ice (or snow ice) is very porous, with many air pockets and is much weaker. White ice has approximately half the load-bearing capacity of clear ice. White ice is formed by constant melting and freezing of the top layer of ice due to solar heating or mild temperatures and is normally found on top of clear ice.

Holes should be drilled in the ice at the work site, before starting any on ice operations, to determine the average thickness of white and clear ice.

Effective ice thickness then can be calculated, using the formula in the following table:

Effective Ice Thickness = clear ice thickness + $\frac{1}{2}$ white ice thickness
Example: The spill site has 20 inches of clear ice and 10 inches of white ice 20 inches clear ice + $\frac{1}{2}$ x 10 inches white ice = 25 Effective Ice Thickness
Note: If water lies between layers, use the depth of only the top layer of white ice

Based on the effective ice thickness, a determination can be made as to the stationary and moving loads that may be supported by the ice. Normally less ice is required for continuous movement on the ice than for stationary loads as less pressure is exerted on any one point on the ice during movement.

The following table will assist the Incident Commander and ICS Operations personnel determine the permissible loads on ice based on the effective ice thickness.

Load-bearing Capacity of Ice Thickness for Continuous Travel ¹		
Permissible Load	Effective Ice Thickness inches (centimetres)	
	Lake	River
One person on foot	2.0 (5.0)	2.5 (6.3)
Group, in single file	3.2 (8.0)	3.5 (8.8)
Passenger car 4,400 lbs (2000 kg)	7.1 (17.8)	8.3 (20.8)
Light Truck 5,500 lbs (2500 kg)	7.9 (19.8)	9.1 (22.8)
Medium Truck 7,700 lbs (3500 kg)	10.2 (25.5)	11.8 (29.5)
Heavy Truck 15,000 – 17,500 lbs (6800 – 8000 kg)	13.8 (34.5)	16.1 (40.3)
20,000 lbs (9000 kg)	15.0 (37.5)	17.3 (43.3)
50,000 lbs (23,000 kg)	24.8 (62.0)	28.7 (71.8)
99,000 lbs (45,000 kg)	31.5 (78.8)	36.2 (90.5)
150,000 lbs (68,000 kg)	39.4 (98.5)	45.3 (113.3)
240,000 lbs (109,000 kg)	49.2 (123.0)	56.7 (141.8)

¹ Does not apply to parked loads, or where ice faults are evident.

Weight-bearing Capacity for Stationary Loads and Working on Ice

Permissible Load	Effective Ice Thickness inches (centimetres)	
	Lake	River
2,200 lbs (1000 kg)	8.0 (20.0)	9.1 (22.8)
4,400 lbs (2000 kg)	12.0 (30.0)	14.0 (35.0)
8,800 lbs (4000 kg)	18.0 (45.0)	21.0 (52.5)
17,600 lbs (8000 kg)	24.0 (60.0)	27.0 (67.5)
50,000 lbs (23,000 kg)	44.0 (110.0)	50.0 (125.0)
99,000 lbs (45,000 kg)	59.0 (147.5)	68.0 (170.0)
150,000 lbs (68,000 kg)	71.0 (177.5)	82.90 (205.0)
240,000 lbs (109,000 kg)	91.0 (227.5)	105.0 (262.5)

Note: These tables are guidelines only for determining the typical load-bearing capacity of ice.

Temperature may affect the load-bearing capacity of ice on a water body. Air temperatures need to remain below the freezing point of water (0°C) for a sufficient period to allow the ice to adequately support a stationary or moving load. Temperature effects are dependent on ice thickness, as follows:

- less than 50 centimetres (20 inches) of ice: temperature need to be constant for 3 days
- between 50 and 100 centimetres (20 and 40 inches) of ice: temperature need to be constant for 4 days
- over 100 centimetres (40 inches) of ice: temperature need to be constant for 5 days

Sudden drops or increases in temperature can also cause thermal stressing or cracking of ice requiring temporary load restrictions for 3 to 5 days following the change. Thawing due to warm temperatures may also significantly affect ice conditions. On-site personnel should take extreme care when evaluating ice conditions during a thaw and limit work on or near ice under these conditions.

Containment and clean-up options for spills on ice are similar to those on land and are summarized in the following tables:

On Ice Containment Options		
Containment Method	Technique Description	Comments
Earth or Sand Dike (All seasons)	Earth or sand at or near the site is used to contain spilled material on flat or sloped surfaces. Sandbags filled with earth or sand are used to contain spill. Augment with impermeable or poly-sheeting if available.	Effective ice thickness needs to be sufficient to support the weight of manpower and equipment required to build dike. Sufficient dry earth, gravel or sand needs to be available to contain spill. Earth may be frozen. Surface disturbance to remove earth or sand may result in erosion, especially on steep slopes. Earth or sand placed on ice needs to be removed before spring break-up. Work crews and/or earth-moving equipment are required to build dike.
Snow or Ice Dike (Winter only)	Snow or ice at or near the site is used to contain spilled material on flat or sloped surfaces. Augment with impermeable or poly-sheeting if available.	Effective ice thickness needs to be sufficient to support the weight of manpower and equipment required to build dike. Sufficient snow or water needs to be available to contain spill. Snow or ice dike may melt quickly in warm weather. Contaminated snow or ice may need to be removed or stored for treatment. Work crews and/or earth-moving equipment are required to build snow dike. Water spraying equipment may be required to construct and maintain an ice dike.
Sorbent Dike (All seasons)	Sorbent material is used to contain spill.	Useful only in small spills, as purchase of large quantities of sorbent is expensive and impractical. Contaminated sorbent may need to be replaced or squeezed out during incident. Contaminated sorbents needs to be disposed of properly to comply with government regulations. Sufficient sorbent or sorbent boom, work crews and storage containers or a lined storage area for contaminated sorbents needs to be available to build sorbent dike.

On Ice Clean-up Options		
Clean-up Method	Technique Description	Comments
Manual Removal by Work Crew and/or Equipment (Winter)	A work crew or earth-moving equipment are used to remove thick oil or contaminated snow and ice.	<p>Effective ice thickness needs to be sufficient to support the weight of manpower and equipment required.</p> <p>All necessary safety precautions should be undertaken for personnel who work near any open water.</p> <p>Manual removal may be a difficult and time-consuming process.</p> <p>A work crew with hand tools or earth-moving equipment (e.g. backhoe) and operators, as well as ice cutting equipment, may be required.</p> <p>Lined storage area or storage drums are required to store contaminated material before treatment or disposal. Oil present in snow may be skimmed off during spring thaw.</p>
Steaming of Ice Surface	Steam is used to melt ice surface to aid in spill clean-up. The technique may be used in association with other clean-up and recovery techniques.	<p>Effective ice thickness needs to be sufficient to support the weight of manpower and equipment required.</p> <p>All necessary safety precautions should be undertaken for personnel who work near any open water.</p> <p>A work crew with steaming equipment is required to undertake this method.</p>
Sorbents (Spring to Fall)	The method is used in isolated areas to clean up small amounts of oil.	<p>Clean-up is labour-intensive and time-consuming. Limited access to site may make this method difficult or impossible.</p> <p>Sorbents are not very effective on weathered oil or in cold weather. Sorbents may freeze to the surface.</p> <p>Sorbents needs to be disposed of properly to comply with government regulations.</p> <p>Sufficient sorbent, work crews and storage containers or a lined storage area for contaminated sorbents needs to be available.</p>
Snow or Ice Melting	<p>Snow or ice is removed from the clean-up site and melted in heated tanks to allow spilled material to be skimmed off the surface of the melt water.</p> <p>The technique may be used in association with other clean-up and recovery techniques.</p>	<p>Contaminated snow or ice needs to be removed from clean-up site and placed in melting tanks.</p> <p>The method may be labour-intensive and time-consuming, as melting is not be very efficient for clean-up of large volumes of petroleum-contaminated ice. In very cold temperatures, sufficient heat may not be available in the tanks to melt ice.</p> <p>A work crew, heating tanks, skimming equipment, transfer vehicles and operators are required.</p> <p>A lined storage facility for storage of contaminated ice or snow before melting may also be required, as well as storage tanks for storing recovered petroleum.</p>

Spills Under Ice

Spills of petroleum under ice will spread and will travel under the ice at a velocity that is less than the current speed of the watercourse. The spill will tend to follow the path of the main current flow. The spill product may become trapped in crevices, cracks, pockets, and other irregularities under the ice and may freeze from the underside of the ice anywhere downstream or outward from the original spill. This will make recovery and clean-up operations extremely difficult.

Before conducting any response operations to contain, remove and clean up oil under ice, the Incident Commander should ensure that the ICS Operations personnel have calculated the effective ice thickness to ensure it will support the weight of personnel and equipment.

Containment

For spills under ice, the Incident Commander and ICS Operations personnel should attempt to determine the location of the spilled material and bring the spill to the surface of the water for containment and recovery. Spill movement under the ice is normally located by drilling holes through the ice using an ice auger downstream of the spill source on a flowing watercourse or outward from the spill source on a non-flowing water body. Alternately, aerial reconnaissance may be used to attempt to locate spilled material in cracks at the surface or under thin ice. Once the spill has been located, containment operations can be conducted to bring the spilled product to the surface.

Containment operations are normally accomplished by constructing slots in the ice. Ice slots allow petroleum products trapped under the ice to rise to the surface for recovery.

The slot is normally constructed at an angle in relation to the shore toward the area of strongest current flow in the river. If the slot is constructed correctly, the spilled material will rise into the slot and flow along it toward the shore for recovery. Refer to the local Oil Spill Contingency Plan for additional information.

The angle of slot construction in relation to the shore depends on the current velocity, similar to a containment boom placed in a flowing river. For higher currents in the river, a shallower angle is used for the ice slot, while a larger angle may be used for lower current flows.

If a slot is constructed at too great an angle to the current, turbulence may occur, sweeping the spilled material under the ice on the downstream side. Plywood or other types of sheeting may be placed on the downstream side of the slot and frozen in place to facilitate containment of the spilled material. The ice slot should be 0.5 to 1.0 metres (1.6 to 3.3 feet) wide, to aid in containment. Ice blocks may be cut using a ditch witch or backhoe if the effective ice thickness is sufficient to allow stationary equipment on the ice. [If ice is too thin for equipment but safe for personnel, crews equipped with chainsaws and proper safety gear can cut the ice.] Ice blocks can be removed to clear the slot or pushed under the ice downstream of the slot if sufficient water depth is available.

Ice blocks are extremely heavy (one cubic foot of ice weighs 24 kilograms (53 pounds)). Blocks should be cut to a size that will allow the crews or equipment to remove them easily. To aid in block removal, the ones nearest the shore should be removed first and remaining blocks should be floated toward shore for removal. Plywood or other sheeting can be used upstream of the slot to divert oil into the slot for recovery. Narrow slots may be cut into the ice with a chain saw and sheeting may be wedged into the slots to channel the main current toward the ice slot in a manner similar to a diversion boom in open water.

Under Ice Containment Options		
Containment Method	Technique Description	Comments
Ice Slotting	<p>Ice slots are cut into ice on rivers to collect oil moving under the ice.</p> <p>The technique is best used for rivers with current, as oil will be moved toward slot by current.</p>	<p>Effective ice thickness needs to be sufficient to support the weight of manpower and equipment required to build slot.</p> <p>All personnel working near any open water need to take all required safety precautions.</p> <p>The location of the spill needs to be confirmed by drilling holes downstream of the spill source before constructing the ice slot.</p> <p>Total containment of spilled petroleum in an ice slot is unlikely, due to material trapped under ice.</p> <p>Snowmobiles, communications gear, and ice augers may be required to determine the location of the spill. Work crews, chain saws and/or a backhoe or ditch witch are required to construct an ice slot. A recovery device such as a heat-traced ice skimmer is required to recover spilled material.</p> <p>Storage tanks or a lined excavated storage area may be required to store recovered oil/water mixture.</p>

Spills in Broken Ice

The risk to Life Safety of the personnel attempting spill response in broken ice conditions using existing technology is extreme. Emergency operations in broken ice conditions during spring thaw or winter freeze-up are extremely difficult. When oil is mixed with floating ice or covered by a very thin ice cover, ice interferes with the collection of the oil and could damage containment and recovery equipment. The presence of ice also makes the use of boats difficult.

Before authorizing any spill response operations in broken ice conditions, the Incident Commander and ICS Operations personnel, along with the appropriate regulatory agencies, will evaluate whether it is safe or feasible to undertake containment and recovery operations and what methods should be used.

Containment

Containment options for spills during freeze-up or break-up are similar to those for spills on a river and on ice. If containment operations are determined to be feasible based on site conditions, the Incident Commander and ICS Operations personnel will attempt to deflect ice away from the containment site.

Deflection of ice may be achieved using log booms or ice dams. A log boom consists of logs cabled together with chain, anchored upstream of a conventional containment boom. An ice dam is constructed upstream of the oil spill site and containment site, to attempt to divert upstream ice away from a containment site.



Log booms are deployed at an angle away from the containment site. Logs are spaced to allow spilled materials and water to move directly toward the containment site, while diverting the ice toward the opposite shore, allowing the ice to pass around the containment site. Refer to the local Oil Spill Contingency Plan for additional information.

Spill Control Point Descriptions

Control points are pre-identified locations on watercourses that allow for the staging and deployment of oil spill containment and recovery equipment in response to oil spills that have occurred upstream of the control point. Control point selection is critical to an effective oil spill response and part of your risk assessment and development of site-specific emergency response plan information.

Each oil spill cooperative conducts control point evaluation for the whole geographic co-op area. **WCSS's policy is that it is the responsibility of cooperative members to review the identified control points downstream from their operations** and ensure that they are assessed for potential spill response activities.

Husky may decide to provide additional Husky control points in the site-specific sections of this Emergency Response Plan.

An ideal control point should have:

- quick access to the watercourse in all seasons, using clear ground, a road or a trail
- adequate work space to conduct operations and to store required equipment with minimal need for clearing of brush and vegetation
- sufficient space to deploy containment and recovery equipment quickly with minimal effort or obstructions (i.e. trees, rocks, steep banks, etc.) and minimal environmental impact
- boat launch location(s) for boats assisting in containment and recovery operations.

Selection of control points with public access is preferred.

For control points on private property - landowner approval and necessary permits for emergency access should be obtained in advance.

Designated site specific control points need to be reviewed at least annually. Each control point site should be visited periodically to evaluate suitability and to ensure information is accurate and complete. Old unsuitable control points should be removed and new control points added, as a part of revisions to site specific information, as required. Control point listings should include a site description, site diagram, access description, landowner/occupant phone number, site suitability and any other information related to the site.

Disposal and Remedial Operations

The proper disposal of contaminated materials as well as site remediation options is outside the scope of this Emergency Response Plan. Site restoration will be determined by consultation among the Incident Commander, Husky Environmental staff, environmental protection agency personnel and any external environmental consultants that are contracted by the company.



1.4.9 *Loss of Well Control*

If well control is lost, the safety of on-site personnel is the highest priority. Mitigating environmental damage and preserving the equipment to the extent possible is of secondary importance.

As soon as loss of well control is identified:

- Stop work immediately
- Sound the alarm
- Evacuate all non-essential personnel to the predetermined muster station
- Contact Emergency Services if required.
- Utilize on site personnel for site security and initial public safety as required (i/e roadblocks, rovers)
- The On-Site Supervisor will make the well site safe and begin standard well control response procedures.
- The On-Site Supervisor will inform the Drilling or Completions Superintendent in charge of the operation and provide an initial overview of the incident
- The Drilling or Completions Superintendent will assume the role of the Incident Commander and declare the Level of Emergency
- The Incident Commander will ensure Line Management is notified and in conjunction with Line Management will determine whether or not the Husky Well Control Team should be notified.
- Local Production Area will be notified and can assist as required with Public Protection Measures.
- Complete any other internal or external notifications as required.

1.4.10 Shallow Gas Encounter - During Drilling

The main concern regarding a shallow gas encounter during drilling is the potential for the gas to ignite, resulting in injuries to personnel or damaged or lost equipment.

As soon as shallow gas is encountered:

- Close the diverter immediately.
- Activate the igniter at the flare tanks.
- Activate the emergency shutdown of the drilling equipment.
- Sound the alarm.
- Evacuate all non-essential personnel from the area, moving upwind of the leak or to the designated muster point.
- Notify the Supervisor.
- Provide emergency medical attention to anyone injured.
- Secure the site to prevent anyone from entering it.
- Ensure that evacuees are safe and secure.
- Take a head count of all the evacuees and compare with the site roster to identify potential missing individuals.

If required:

- Get assistance to evacuate or to provide fire-fighting resources.
- Initiate internal and external notifications, as required.
- Allow gas to vent.
- Monitor gas flow from a safe distance.

When all audible and visible signs indicate the gas flow has subsided:

- Assess the area using a portable lower explosive limit (LEL) detector to determine if the work environment is safe.

If the work environment is unsafe:

- Withdraw to a safe location.
- Allow more time for venting.

When it is safe to return to the rig:

- Check the rig thoroughly to identify any damage.

If the rig is not damaged:

- Restart the rig.
- Monitor the rig closely during start-up to identify any damage or malfunction.

1.4.11 General Guidelines for Chemical Hazards

1.4.11.1 High Vapour Pressure (HVP) Product Release

The initial actions are directed toward those nearest the release and those downwind to the edge of the EPZ, and further depending on monitoring results. The actual hazard however depends upon:

- i. Size of hole or rupture.
 - a. Hazards vary widely from a small pinhole.
- ii. Product flow rate.
 - a. Pipeline flowing conditions, at the time of the failure, have a great effect on the initial conditions at the leak location,
 - b. Even after block valves have been closed, line pack can contribute greatly to the volume of product released.
- iii. Meteorological conditions.
 - a. Ambient temperature, wind speed, cloud cover, day or night, humidity, etc., all influence the speed of the vapour plume.
- iv. Terrain.
 - a. Flat or undulating countryside affects the potential for hazardous vapour accumulations

The type, volume, hazards of the product in addition to the potential or immediate impact to people, property and the environment are all characteristics to be assessed.

- Identify the area impacted by the spill and implement Responder Safety Control Zones.
- Monitor weather conditions on a continuous basis as they may impact response control operations.
- Identification of the following site conditions need to be made:
 - Areas where vapours are likely to accumulate and restrict access (e.g. downwind, low areas, confined spaces, etc.)
 - Hazards as they relate to shutting in the spill source and site specific conditions such as accessibility, presence of power lines, pipelines, fire hazard, etc.
 - Site stability from both a manpower and equipment standpoint (e.g. steep slope, overhanging banks, unstable soil, thin ice, etc.)
 - Proximity to water bodies (e.g. streams, rivers, lakes, etc.)

Hazards

- Fire / explosion - danger from fire or explosion exists when escaping vapour mixes with air to a concentration within the upper explosive limit (UEL) and lower explosive limit (LEL).
- Ignition sources - sources of ignition to the gas / air mixture are vehicles, equipment, electrical switches, hot water heaters, house furnaces (e.g. pilot lights), stones or rocks being moved violently against other hard objects near the escaping gas, and static electricity.
- Extremely low temperatures – cold may cause severe freezing to persons in close proximity when liquids expand to a gaseous state.
- Oxygen deficiency - a serious health hazard may exist due to the lack of oxygen in the area of the release.
- Toxicity - exposure to dangerous concentrations or due to a lack of oxygen.
- Meteorological conditions
 - Weather conditions need to be monitored on a continuous basis to ensure that changes do not adversely affect responder safety and control operations.
 - Dispersion is strongly dependent on the meteorological conditions prevailing at the time of release, particularly the wind speed and the degree of turbulence in the atmosphere.
 - Turbulence in the air is generated because of the difference in temperatures of different layers of atmosphere – during the day, ground temperature is high and air close to the ground is warmer than the air higher up.
 - Rate of decrease in temperature with height governs degree of turbulence (atmospheric stability).
- Other than meteorological conditions, factors that have the most influence on dispersion are the momentum of the release and the effective density of the material released.

Public Safety

- Evacuation is recommended for incidents in which the plume is visible and it is determined that the public is able to safely egress from the area. A decision to evacuate should be made by qualified individuals based on LEL monitor readings.
- Sheltering is the primary public protection measure for an HVP product release. For flammable or explosive releases, the Shelter-in-Place message should instruct the public to extinguish all ignition sources.
- Evacuation should only proceed when safe to do so and after an assessment of:
 - The size and expected duration of the release
 - Egress routes
 - Current and expected meteorological conditions
 - The potential for unexpected ignition

1.4.11.2 Liquefied Petroleum Gas / Butane Release

The primary concern in responding to an LPG / butane release is to ensure the safety of all on-site personnel and public that could be affected, especially if the release increases in size or is ignited. There are no residual environmental consequences associated with an LPG / butane release. The principal concern is removing potential ignition sources to avoid detonation of the vapour plume. LPG vapours are heavier than air and will tend to collect in low lying areas, well cellars, and sumps if winds are calm.

LPG / butane bullets are fitted with self-closing valves. If a sudden drop in feeder line pressure occurs, the valve closes. However, a release may continue if it is as a result of a small tear or pin hole in a line or fitting where the pressure drop is insufficient to actuate the valve. In this case, manually closing the valve may stop the release.

Except for large storage bullets, the most appropriate course of action if the release cannot be safely stopped is to isolate the release site and allow the LPG to escape and disperse into the atmosphere.

- Follow First on Scene Strategy (Section 1.1.1).
- Notify immediate supervisor and/or designated Incident Commander.
- Isolate release location (e.g. mobilize roadblocks) for 1.6 km (1 mile) around incident site.
- Assess hazards and remove potential ignition sources, if safe to do so.
- Stop product flow and isolate source, if possible.
- Protect the public by advising residents to evacuate a safe distance (more than 1.6 km or 1 mile from incident site).
- Inform first responders (e.g. police, fire or ambulance) about the hazards.
- If the release cannot be safely stopped, keep the release site isolated. For an LPG release, consider allowing the LPG to escape and disperse into the atmosphere if safe to do so.
- Airspace above release can be closed by NAV Canada using a Notice to Airmen (NOTAM).
- Monitor air quality at incident site to ensure safety of responders.
- Notify Environment Canada (verbally via provincial contact numbers and then a written report to Environment Canada within 10 days).

Emergency Response Assistance Canada (ERAC)

As Husky is a member of Emergency Response Assistance Canada (known as ERAC), Husky personnel can call on assistance from ERAC to control and eliminate the source of a release from any stationary tank with a capacity of ≥ 450 litres.

Upon verification with the designated Husky authorized individual, ERAC will respond to an incident if requested, but the decision to activate ERAC should be made by the Incident Commander based on:

- the potential risks to people if the release is allowed to continue,
- the possibility of accidentally igniting the vapour plume from an ignition source at the facility.

ERAC will provide response to an incident for the following products with capacities of 450 litres or greater: propane, butane, propylene, butylene, isobutene, isobutylene, and butadiene -

1, 3 (stabilized).

1.4.11.3 Natural Gas Liquids (NGL) Product Release

There is a potential for a fire or explosion due to the high flammability of the escaping vapours, and the opportunity for accidental ignition from an unsuspected source (e.g. pilot lights, electrical switches, cigarettes, vehicles, cellular phones, pagers).

The primary hazard associated with high vapour pressure (HVP) products is direct exposure to flame. Upon release, the following two types of product ignition may occur:

- Immediate ignition could result in a jet fire.
- Delayed ignition after the HVP plume has grown to its maximum size (i.e. within approximately 30 minutes) jet fire or an explosion, with an associated pressure wave that could damage eardrums, break glass, etc.
- The largest hazard area for emergency response planning is based on a flash fire associated with a delayed ignition. There is no specific model currently provided by regulators for calculation of the EPZ for HVP product release.

There can also be a potential for hydrocarbon narcosis which is an intoxicating effect caused by overexposure to hydrocarbon vapours. Close to the release, the atmosphere may be oxygen deficient. Individuals who come into direct contact with the release risk the hazard or exposure to extremely low temperatures with the potential to cause severe freezing.

Identifying a Natural Gas Liquids (NGL) Release

Product releases may be indicated by notification from outside sources of any of the indications (listed below), notification from personnel at the site of a product leak, leaks noticed while conducting aerial or ground right of way patrols, or alarm conditions announced from the SCADA system or leak detection system.

The following are some indications of a potential NGL leak release:

- Noise of escaping vapour
- Plume of white spray - condensation and freezing moisture in the atmosphere
- Hydrocarbon smell (sometimes thought to be natural gas)
- White fog-like plume drifting into low areas
- Moisture forming on windshields
- White cloud at varying vertical heights escaping from the release site ("a geyser")
- Vehicles engines stalling or racing diesel engines
- Ice build-up on exposed pipe or frozen ground around an underground pipe
- Brown vegetation, which is an indication of soil saturation
- Yellow-stained snow, which may be an indication of NGL accumulation under the snow

NGL Safety Precautions**WARNING: Never enter an NGL release vapour cloud**

- Weather conditions, especially wind direction, should be continuously monitored and response plans altered in changing conditions, to assure the safety of company personnel and the public.
- Prior to proceeding to a potential leak site, response personnel should ensure that they are wearing the appropriate fire retardant clothing and that the required personal protective equipment (flare gun, gas detector, etc.) is readily available.
- Route vehicles arriving on-site around any vapour clouds (monitoring wind conditions and considering elevations).
- Use intrinsically safe equipment (e.g. flashlights, radios and continuous gas detectors with audible alarms).
- Eliminate or shut off all potential sources of ignition in the immediate area.
- Do not carry any ignition sources (cell phones, lighters, matches).
- Pinpoint the leak location as accurately as possible, using all available sources of information.
- Explore on foot, using the buddy system if possible.
- Wear appropriate protective clothing (fire retardant clothes, splash resistant gloves, etc.).
- Use gas detectors to monitor leak sites and identify areas containing vapours.

1.4.11.4 Sour Gas Release

For any incident that has the potential to impact public safety, refer to Responder Duties and Public Safety Guidelines.

Initial Response

- Follow First on Scene Strategy (Section 1.1.1).
- Isolate and secure the release location. As a safety precaution, the potentially hazardous area should be secured using roadblocks or other barriers. In the initial assessment, establish Responder Safety Control Zones – define Hot Zone and cordon off. Company or contract personnel will be assigned as Roadblocks Crews. Additional roadblock assistance may be obtained from police, provincial highway crews, local authorities or contractors.
- Roadblocks should be placed in locations that are clearly visible to oncoming traffic. The roadblocks should also be located at intersections or pull-outs to enable traffic to easily turn around or take detour routes. Ideally, Husky should receive authorization from local authorities or the police before establishing roadblocks on public roads. However, if the safety of the public is in jeopardy, company responders should be prepared to quickly restrict access to the area before contacting these agencies.
- If possible, and if procedure can be done safely, stop the flow of gas.
- Secure the EPZ.
- Provide notification to activate response activities, public protection and government reporting procedures.
- Assess the need for residents to shelter-in-place or evacuate a safe distance away as appropriate. Provide necessary assistance.
- Notify the AER / MER, local authorities, RCMP and Regional Health Authority of situation and any potential risks to the public.

The hazardous area resulting from a gas release is dependent upon the nature of the release, the volume of the gas escaping and meteorological factors such as wind direction, wind speed and atmospheric stability. The Initial Isolation Emergency Planning Zone will be cordoned off by roadblocks and evacuated (or the public may temporarily shelter-in-place until they can be safely evacuated). Evacuation should commence with those downwind and closest to the release.

Life Safety will always be the top strategic priority

Public safety actions begin at the source of the release and are undertaken in a coordinated manner by Husky, the local authority and other responders as needed at the time of the incident.

1.4.11.5 Ethanol and Associated Chemicals Hazards

The production of ethanol in Lloydminster uses large volumes of grain and a number of hazardous chemicals, including gasoline, acids, and caustics. SDS information is available in designated binders for all chemicals on site.

Hazards associated with ethanol and associated chemicals include fire, spills, toxic emissions (i.e. H_2S , volatile organic compounds (VOCs), sulfur dioxide), and human injuries (e.g. eye injuries, skin irritation or burns, inhalation hazards, poisoning)).

Fire hazards are so unique to ethanol production that a separate pre-fire plan and fire response procedures have been developed for them. Refer to the Lloydminster Upgrader Complex Pre-Fire Plan.

Chemicals and other materials or by-products with particular hazards are:

- Grain – may form explosive mixture in air; dust hazards.
- Sulfuric acid – reacts violently with water; contact with reactive metals (e.g. aluminum) may result in the generation of flammable hydrogen gas.
- Enzymes – may induce sensitization and allergic reactions in sensitized individuals; releases may adversely affect environment.
- Ethanol / denatured ethanol – incompatible with strong oxidizers, potassium dioxide, bromine pentafluoride, acetyl bromide, acetyl chloride, platinum and sodium.
- Gasoline – incompatible with strong oxidizers.
- Carbon dioxide – incompatible with dusts of various metals; forms carbonic acid in water.
- Hydrogen sulfide (H_2S) – toxic or fatal inhalation hazard depending on concentration, heavier than air so collects in low-lying areas, incompatible with strong oxidizers, strong nitric acid, metals.
- Sulfur dioxide – reacts with water to form sulfurous acid.
- Nitric oxide – extremely toxic by inhalation and symptoms of overexposure may not become apart for up to 72 hours; exposure to rapidly expanding gas can cause frostbite; as an oxidizer, it will support and enhance combustion; can react with oxygen (in air) to generate nitrogen dioxide; reacts with water to form acid.
- VOCs – may include acetaldehyde, acrolein, formaldehyde, 2-furaldehyde, methanol, acetic acid and lactic acid.
- Anhydrous Ammonia – ammonia bullet rupture – toxic to fish, therefore spill of process liquids containing ammonia present an environmental hazard to fish if material enters rivers or lakes.

1.4.11.6 Chlorine Dioxide (ClO₂) Release

- Chlorine dioxide (ClO₂) is a yellowish orange solution that gases off immediately upon the release from a storage vessel or broken line.
- Chlorine dioxide's (ClO₂) has a strong, unpleasant odour similar to chlorine. Though Chlorine dioxide (ClO₂) provides adequate warning of hazardous concentrations due to its odour, it is more dense and heavier than air in which habituation could occur in low lying areas and could potentially not be detected.
- In the presence of sunlight, chlorine dioxide's (ClO₂) vapours in the air will decompose to chlorine and oxygen.
- Chlorine dioxide (ClO₂) is a highly flammable and reactive gas. Chlorine dioxide (ClO₂) in confined air spaces having concentrations above 10% gas is at an explosive concentration and can be ignited by almost any form of energy, such as sunlight, heat or sparks.
- Contact with chlorine dioxide (ClO₂) can irritate the skin and eyes causing eyes to water and seeing halos around lights. Breathing chloride dioxide (ClO₂) can irate the lungs causing coughing/wheezing and shortness of the breath. Higher exposures can cause pulmonary edema (fluid buildup in the lungs) and severe shortness of breath requiring immediate medical attention.

Chlorine Dioxide (ClO₂) Response Guidelines

- Follow First on Scene Strategy (Section 1.1.1).
- Ensure appropriate personal protective equipment (PPE) for protection from a chlorine dioxide (ClO₂) release includes full face mask, supplied air respirator (a Self-Contained Breathing Apparatus (SCBA) or Supplied Air Breathing Apparatus (SABA)) and butyl or nitrile for rubber suits, gloves and rubber boots. Note: Level 'A' personal protective equipment (PPE) are not normally present at Husky sites however manufacturer or response contractors working will utilize d Level 'A' personal protective equipment (PPE) during a release.
- Chlorine dioxide (ClO₂) gas in air can be measured using colorimetric indicating tubes (e.g. Gastec or Draeger). Use tubes capable of measuring from <1 parts per million (ppm) to ~10 parts per million (ppm).
- An emergency shower and eye wash should be in the work area next to the chlorine dioxide (ClO₂) release.
- In event of a fire involving chlorine dioxide (ClO₂), first stop flow of chlorine gas. Once chlorine has been consumed, fight the fire as appropriate for the material that is burning.
- For spills of liquefied gas, vapours of chlorine dioxide can be subsided by using suppression methods (i.e. oil skim, foam) and neutralization agents (i.e. sodium thiosulphate). Chlorine dioxide vapors are soluble in water and can be knocked down with a water fog however, the chlorine dioxide maybe still active and can be desorbed into the air even in a diluted form. The chlorine dioxide must be chemically neutralized to make it inert. Do not spray water on chlorine as it can result in boiling, frothing and vapour.
- Control any liquid runoff as it will contain decomposition products such as hydrochloric acid.

Chlorine Dioxide (ClO₂) Defensive Response

- Follow First on Scene Strategy (Section 1.1.1).
- Immediately evacuate personnel to an area with fresh air (upwind, crosswind, upslope).
 - Extend shelter or evacuation as circumstances dictate.
- Use emergency shower and wash body with water and soap.
 - Contain runoff if at all possible.
 - Use eyewash station if required. Wash eyes for 10-15 minutes, dispose of contact lenses.
 - Seek medical attention if exposed to gas.
- Conduct required emergency notifications.
 - Notify manufacturer or distributor to provide assistance or arrange a response; consider notifying a Dangerous Goods response contractor.
- Do not enter or remain in areas where Self-Contained Breathing Apparatus (SCBA) or Supplied Air Breathing Apparatus (SABA) are required (i.e. 3 parts per million (ppm) or greater).
- Use a chlorine oxide (ClO₂) gas detector.
- Determine wind direction and short-term forecast.
- Obtain chlorine oxide (ClO₂) Safety Data Sheet (SDS) sheet.
- Establish Responder Safety Control Zones (refer to Section 2.5.2 Responder Safety Control Zones):
 - Hot Zone.
 - Warm Zone (Decontamination Zone).
 - Cold Zone.
- Use Level A personal protective equipment (PPE) (fully encapsulated entry suit) to enter areas with a known or suspected chlorine dioxide (ClO₂) gas release.
 - Self-Contained Breathing Apparatus (SCBA), Supplied Air Breathing Apparatus (SABA) and fire response personal protective equipment (PPE) (bunker gear) is not sufficient. **DO NOT USE IN A CHLORINE DIOXIDE GAS RELEASE.**
 - The manufacturer, distributor or response contractors will provide emergency response and will be properly equipped with Level A personal protective equipment (PPE) protection.
- Contractors are required to use Level A personal protective equipment (PPE) if entering the gas hazard area. Level B personal protective equipment (PPE) is required if likely to be exposed to (splashed by) liquid chlorine dioxide (ClO₂). Level B personal protective equipment (PPE) consists of:
 - Chemical resistant gloves (both inner and outer layers).
 - Self-Contained Breathing Apparatus (SCBA) (or Supplied Air Breathing Apparatus (SABA), with escape Self-Contained Breathing Apparatus (SCBA)).
 - Chemical resistant outer boots.
 - Hardhat with face shield.
 - Hooded chemical resistant clothing (sufficient to protect against splashes, not gas).

- Do not spray water directly on the spill or at the leak source.
 - Note that chlorine dioxide can react explosively with many common substances, including hydrocarbons and hydrogen. Contact with water can result in boiling, frothing and rapid creation of vapour.
 - Foam is the preferred agent to suppress vapour. Alternatively use a water fog or other suppressor.
- Work in open, unconfined areas only (upwind, crosswind, upslope).
- Contain runoff:
 - By-products are corrosive hydrochloric and hypochloric acids.
- Contact and assemble an emergency repair team.
- Establish a decontamination station.
 - Pools, hoses, scrub brushes, disposal containers.
 - Medical Assessment Unit should be on standby.
- Decontaminate responders and affected area (as required).
- Proper disposal of runoff and personal protective equipment (PPE) that cannot be decontaminated.
 - Liquid chlorine dioxide (ClO_2): neutralize with sodium thiosulphate (recommended), sodium sulphite, sawdust, wood chips or white liquor (sodium hydroxide and sodium sulphide).
 - Gaseous chlorine dioxide (ClO_2): can be reduced in sodium hydroxide solution containing hydrogen peroxide as the reducing agent.
 - Consult Ministry of Environment for preferred disposal procedures.

1.4.12 Hazards Associated with Grain Storage and Movement

Special precautions must be taken when dealing with the movement and storage of large quantities of grain.

With flowing grain, the most common hazard is entrapment within the grain. When grain is being unloaded from a bin or silo by an auger that is typically located in the bottom centre of the bin, the flow is off the top and down through the center of the grain. On the surface of the grain, a funnel shaped cone is formed. Approximately 85 cubic feet of grain can be unloaded in a minute by a 10" auger. Due to this rapid movement, it is very easy for a person to be trapped when grain is being unloaded. Furthermore, because the grain exerts force on the trapped person, once someone is engulfed past their knees, it is almost impossible to pull them out of the grain.

Grain bridging or grain stuck to the side of a vessel can also lead to human entrapment. Once a person is covered by about 12" of grain (approximately 300 lbs of grain), they are not able to free themselves. Grain bridges or sticking grain should be broken up from outside the vessel only or using proper safety procedures as outlined below.

To free a victim trapped or buried in grain:

- Shut off the auger to stop the flow of grain. Disable the power to prevent anyone else from re-starting the auger.
- Turn on ventilation fans to supply fresh air to the victim.
- Call 911.
- Cut holes on opposite sides of the bin so that the grain flows away from the victim. (If a hole is cut in only one side, it is possible to topple a bin as all the grain flows out in only one direction.)

Grain Bin Entry

If it is necessary to enter a bin or silo:

- Always lock-out and tag-out power to augers before entering.
- Have at least two observers during grain bin entry.
- Use a body harness secured to the outside of the bin when entering.
- Use hand signals to communicate.
- Work from top to bottom when cleaning grain bin walls.

1.4.13 Effects of Hydrogen Sulphide (H_2S)

Background

Hydrogen sulphide (H_2S) is a flammable, colourless gas with a characteristic odour of rotten eggs that people can smell at low levels. It is also known as hydro-sulphuric acid and sewer gas. H_2S occurs naturally in crude petroleum, natural gas, volcanic gases and hot springs. It can also result from bacterial breakdown of organic matter. Industrial sources include emissions from industrial paper plants; combustion of coal, fuel oil and natural gas (including gas flares); kraft paper mills; tanneries; and emissions from sewers and waste treatment facilities. Cigarette smoke is also a source of hydrogen sulphide.

H_2S is released primarily as a gas and spreads in the air. Its residence time in the atmosphere ranges from about one day to more than 40 days, depending on ambient temperature and other atmospheric variables, including humidity, sunshine and presence of other pollutants. The decreased temperatures and decreased levels of hydroxyl ions in northern regions in winter increase the residence time. When released as a gas, H_2S will change into sulphur dioxide (SO_2) and sulphuric acid (H_2SO_4).

Signs and Symptoms

Exposure to hydrogen sulphide may cause irritation to the eyes, nose or throat. It may also cause difficulty in breathing for some asthmatics. Brief exposures to high concentrations of hydrogen sulphide can cause a loss of consciousness and possibly death. In most cases, the person appears to regain consciousness without any other effects. However, in some individuals, there may be permanent or long-term effects such as headaches, poor attention span, poor memory and poor motor function. No health effects have been found in humans exposed to typical environmental concentrations of hydrogen sulphide (0.00011-0.00033 ppm).

Acute Exposure Effects

The effects on humans will vary depending on the duration and H_2S concentration of exposure. The health effects of acute exposure to H_2S are shown in the following table. Acute exposure reflects a range from a few seconds up to several weeks.

Characteristics

The impact of H_2S on people varies depending on personal health, concentration and length of exposure. The common characteristics of H_2S are as follows:

- Extremely toxic.
- Found in decaying organic matter, natural oil and gas, silos and sewers.
- Found as a gas at temperatures above $-60^{\circ}C$.
- Colourless.
- Flammable – burns to form SO_2 .
- Odour of rotten eggs at low concentrations – kills all sense of smell at higher concentrations.
- Will tend to disperse more slowly in sheltered, calm or low lying areas.
- At lower concentrations (20 – 50 ppm) irritates mucous membranes (eyes, throat, lungs), causes headache, dizziness, nausea, may cause pulmonary edema (an abnormal build-up of fluid in the air sacs of the lungs) upon prolonged exposure.
- High concentrations (500 – 1000 ppm) causes paralysis of the respiratory centre in the brain – breathing stops, suffocation occurs.
- Kills the sense of smell quickly.
- Can incapacitate or lead to death without warning.

Acute Health Effects of Hydrogen Sulphide

Concentration in Air (ppm)	Description of Potential Health Effects
---------------------------------------	--

1	Noticeable odour. May be considered “offensive” by some individuals. Certain individuals may experience mild symptoms of general discomfort, nausea, headache and irritability in direct response to odour. Possible aggravation of symptoms among asthmatics that may or may not be secondary to odour. Appearance of symptoms will depend on severity of asthmatic condition. Any effects would be transient. No symptoms related to direct toxicity expected among normal individuals.
10	Obvious offensive odour. Minimum concentration causing eye irritation after a single exposure lasting several hours according to some authorities. Irritation of eyes at this concentration has not been well established. Any irritation of the eyes is expected to be transient and fully reversible. Symptoms would be very mild (<i>i.e.</i> possible itchiness, dryness, increased blink reflex, slight watering). No damage or permanent injury to the eyes. Could aggravate pre-existing eye conditions (<i>e.g.</i> conjunctivitis). Odour-related symptoms could include headache, nausea and vomiting depending on the individual and the duration of exposure. Possible aggravation of symptoms among individuals with asthma, bronchitis or other forms of chronic respiratory disease.
20	Obvious offensive odour. Possible irritation of the eyes. Effects would be mild and fully reversible. Effects could include itchiness, dryness, tearing and slight redness. The likelihood of effects would increase with increasing duration of exposure. No damage or permanent injury to the eyes would be expected. Could aggravate pre-existing eye conditions (<i>e.g.</i> conjunctivitis). Odour-related symptoms could include headache, nausea and/or vomiting depending on the individual and the duration of exposure. Possible aggravation of symptoms among individuals with asthma, bronchitis or other forms of chronic respiratory disease.
50	Strong and intense, but not intolerable odour. Possible irritation of the eyes and breathing passages. Eye irritation could present as itchiness, stinging, redness of eye, redness of eyelids, tearing, increased blink reflex and increased tendency to “rub” eyes. Severity of symptoms will vary with duration of exposure. Possible aggravation of pre-existing eye conditions. Possible eye injury after several days of exposure. Respiratory irritation could present as “tingling” or stinging sensation in throat and nasal passages, sore throat, increased tendency to “clear” throat, and cough. Likely aggravation of symptoms among asthmatics and individuals with pre-existing respiratory disease. Symptoms expected to be transient and reversible. No permanent injury expected unless exposure is prolonged. Strong possibility of odour-related symptoms, including headache, nausea, vomiting and/or diarrhea among odour-sensitive individuals.

Concentration in Air (ppm) Description of Potential Health Effects

100	Strong objectionable odour initially, becoming less intense due to olfactory "fatigue" with continued exposure. Increasing possibility of irritation of eyes and breathing passages within one hour of exposure. Symptoms of eye irritation could present as soreness, stinging or burning sensation of eyes, tearing, redness of eyes, redness and swelling of eyelids, possible blurred vision. Symptoms of respiratory irritation could include sore throat, cough, soreness or stinging of breathing passages, and possible wheezing. Definite aggravation of symptoms among individuals with asthma, bronchitis or other forms of chronic respiratory disease. Odour could induce headache, nausea, retching and vomiting.
250	Odour may or may not be distinguishable due to olfactory paralysis. Irritation of eyes and respiratory tract within several minutes of exposure, becoming severe with longer exposure. Eye irritation very likely to present as conjunctivitis with possible corneal involvement (<i>i.e.</i> definite redness of eyes and swelling of eyelids, and soreness of eyes). Immediate and excessive watering and tearing of eyes, with possible blurred vision. Very real possibility of permanent eye injury if exposure is prolonged. Respiratory irritation would present as sore throat, cough, difficulty breathing, soreness of chest, and/or possible wheezing. Symptoms might be protracted. Definite aggravation of asthma. Some possibility of "systemic" symptoms, including headache, nausea and vertigo depending of duration of exposure.
500	Odour is not distinguishable due to olfactory paralysis. Severe irritation, and possibly injury, to the eyes and breathing passages within 30 minutes of exposure. Post-exposure, 'chemical pneumonia' may appear due to damage to the lungs and breathing passages if exposure is prolonged. "Systemic" effects with central nervous system involvement may occur within one hour of exposure. Symptoms could include headache, anxiety, dizziness, loss of coordination and slurred speech, progressing to loss of consciousness and/or sudden collapse or 'knockdown'. Effects could become life-threatening if exposure persists.
750	Odour is not distinguishable due to immediate olfactory paralysis. Signs of nervous system involvement will dominate the clinical picture, and could include anxiety, confusion, headache, slurred speech, dizziness, stumbling, loss of coordination, and other signs of motor dysfunction... which could progress to abrupt "knock-down" and loss of consciousness and possibly death, if exposure continues for more than a few minutes. Definite possibility of chemical pneumonia among survivors post-exposure from damage to the lungs and the breathing passages.
1,000	Immediate "knock-down" and loss of consciousness. Death within moments to minutes. Immediate resuscitation and medical attention needed if victim is to survive.

Source: Alberta Health and Wellness, Environmental Public Health Field Manual for Oil and Gas Activities in Alberta

1.4.14 Medical Treatment for Hydrogen Sulphide (H₂S) Exposure

(Please note: This information was provided by a medical source other than the Provincial Regional Health Authorities.)

1.4.14.1 Hydrogen Sulphide (H₂S)

- Hydrogen Sulphide is a colorless gas. It is heavier than air and tends to flow in ditches, trenches and low-lying areas.
- Hydrogen Sulphide is clearly recognizable in small concentrations at around 1 part per million (ppm) by its characteristic rotten egg smell.
- At concentrations of about 150 ppm in the air, or after prolonged exposure to lower concentrations, the olfactory sense is paralyzed and the presence of Hydrogen Sulphide can no longer be detected by odor.

1.4.14.2 Health Effect of Hydrogen Sulphide

- Hydrogen Sulphide can be rapidly fatal. It acts by paralyzing the respiratory control center in the brain and by inhibiting cellular respiration.
- Hydrogen sulphide is a mucous-membrane and respiratory-tract irritant. Pulmonary edema, which may be immediate or delayed, can occur after exposure to high concentrations.

1.4.14.3 Acute Exposure

Acute exposure may include the following symptoms and signs:

Central Nervous System (CNS)

CNS injury is immediate and significant after exposure to hydrogen sulphide. At high concentrations, only a few breaths can lead to loss of consciousness, coma, respiratory paralysis, seizures, and death. CNS stimulation may precede CNS depression. Stimulation manifests as excitation, rapid breathing, and headache; depression manifests as impaired gait, dizziness, and coma, possibly progressing to respiratory paralysis and death. In addition, decreased ability to smell occurs at 100 to 150 ppm.

Respiratory

Inhaled Hydrogen Sulphide (H₂S) initially affects the nose and throat. Low concentrations (50 ppm) can rapidly produce irritation of the nose, throat, and lower respiratory tract. Pulmonary manifestations include cough, shortness of breath, and bronchial or lung hemorrhage. Higher concentrations can provoke bronchitis and cause accumulation of fluid in the lungs, which may be immediate or delayed for 24 hours or more. Lack of oxygen may result in cyanosis.

Cardiovascular

High dose exposure may cause insufficient cardiac output, irregular heartbeat and conduction abnormalities.

Renal

Although very unlikely, transit renal effect may include blood, casts, and protein in the urine. Renal failure as a direct result of hydrogen sulfide toxicity has not been described, although it may occur secondary to cardiovascular compromise.

Gastrointestinal

Symptoms may include nausea and vomiting.

Dermal

Prolonged or massive exposure may cause burning, itching, redness, and painful inflammation of the skin.

Ocular

Eye irritation may result in inflammation (i.e. keratoconjunctivitis) and clouding of the eye surface. Symptoms include blurred vision, sensitivity to light, and spasmodic blinking or involuntary closing of the eyelid.

Potential Sequelae

Inflammation of the bronchi can be a late development. Survivors of severe exposure may suffer psychic disturbances and permanent damage to the brain and heart.

1.4.14.4 Approach to the Worker with Suspected Hydrogen Sulfide Exposure

Although this document refers only to H_2S , it is important for the clinician to keep in mind the possibility of co-exposure to numerous other agents. Sulfur dioxide may have been present if there has been combustion of hydrogen sulfide. Sulfur dioxide does not cause loss of consciousness but is a respiratory tract irritant. Therefore, the management of sulfur dioxide intoxication is similar to that for hydrogen sulfide. Other agents capable of causing asphyxia include carbon monoxide (toxic asphyxia) as well as a wide array of gases that act as simple asphyxiates (carbon dioxide, methane, nitrogen, etc.) by displacing oxygen. Finally, other conditions (MI, syncope, seizure, etc.) that may cause sudden collapse must be investigated and managed as appropriate.

History

The history is the key to the diagnosis of hydrogen sulfide (or other industrial) intoxication. There are two facets to the history in such cases:

Exposure history: Exposure History attempts to define, in qualitative terms, the likelihood of, and amount of exposure to hydrogen sulfide. This should include questions about work processes, the presence of a rotten egg odour and inquiring as to effects in co-workers. If possible, this should be supplemented by Industrial Hygiene information, which might include the triggering of alarms for hydrogen sulfide and historical data on air measurements. For suspected exposures, the workplace can often provide useful estimates regarding the level of exposure, although such data may require several days to reconstruct.

Clinical history: The physician should attempt to establish the presence of as many of the symptoms as possible associated with H₂S exposure. Determining the presence of respiratory tract irritation (conjunctivitis, rhinitis, and tracheitis) is of particular importance since this symptom distinguishes hydrogen sulfide from several asphyxiates and serious toxicity is unlikely in the absence of this symptom at presentation.

Investigations

There are no specific tests in routine clinical use to establish hydrogen sulfide intoxication. Rather, testing is aimed at characterizing the sequels of intoxication, as well as to rule out other causes for the presentation.

Treatment

Treatment is entirely supportive in nature and includes supplemental oxygen, managing eye and skin exposure as a chemical burn and maintenance of circulatory status. Although nitrite therapy has been advocated as an antidote, there is little evidence to support its use and as it is potentially dangerous it is not recommended.

- On arrival - check blood gases and assess for lactic acidosis. Take chest film and repeat as necessary keeping in mind the delayed possibility of pulmonary edema. ECG may assist as arrhythmias and bradycardias are not uncommon. Temporary T wave depression may occur and ECG may mimic infarction.
- For the unconscious patient, give oxygen using mechanical ventilation with positive end-expiratory pressure.
- Assess for associated musculoskeletal and internal traumatic injury.
- Maintain circulating fluid volume, but be alert for delayed onset of pulmonary edema.
- At times, strong physical restraint may be required. Keep the patient as inactive as possible.
- A pulmonary function test should be done near time of discharge and, if abnormal should be repeated at appropriate intervals thereafter.

If symptoms and/or exposure history are strongly clinically suggestive, because of the possibility of delayed pulmonary edema, adequate monitoring and follow-up for at least 24 hours is essential.

1.4.14.5 Guidelines for Return to Work (RTW)

Three possible scenarios may be considered by the attending medical personnel:

1. Possible exposure, without symptoms
2. Possible exposure, with symptoms (that are compatible with H₂S)
3. Known exposure including "knockdown", with symptoms that require medical treatment and/or hospitalization.

In each scenario, a clinical decision about appropriate medical investigations, treatment, follow-up evaluation, and timing of return-to-work (RTW) will have to be made. It is emphasized that with scenarios (1) and (2), it may be preferable to either monitor the employee in the hospital or as an outpatient (with follow-up examination) for 24-48 hours prior to RTW. Where assistance is required in making the appropriate RTW recommendation, consider contacted Husky Energy's medical service provider, **Homewood Human Solutions**, at **1-800-663-1142**.

1.4.15 *Effects of Sulphur Dioxide (SO₂)*

Background

Sulphur Dioxide (SO₂) belongs to the family of sulphur oxide gases (SO_x). Sulphur is prevalent in raw materials including crude oil and coal, as well as in ore that contains common metals. Sulphur oxide gases form when fuels containing sulphur are burned and when gas is processed or metals are extracted from ore. Like other sulphur oxide gases, SO₂ dissolves in water or water vapour to form acid, and interacts with other gases and particles in the air to form sulphates and other products.

Sulphur dioxide is a colourless gas that is about 2.5 heavier than air. It has a sweet pungent odour, and can be detected by taste and smell at concentrations as low as 300 parts per billion (ppb). Acids that are formed when SO₂ (and nitrogen oxides) react with other substances in the air may be carried great distances before falling to earth as rain, fog, snow or dry particles. Acid rain damages forests and crops, changes the chemical make-up of soils, and increases the acidity of lakes and streams. Continued long-term exposure will affect the natural variety of plants and animals in an ecosystem. As well as contributing to smog, SO₂ emissions cause aesthetic damage and accelerate the decay of building materials and paints.

General guidelines dictate evacuation where SO₂ concentrations reach 5 ppm averaged over a 15 minute period. However, as a precaution, evacuation will be established under the criteria when the SO₂ level reaches 1 ppm for two to three hours, or averages 0.3 ppm over twenty-four hours.

Signs and Symptoms

Sulphur dioxide causes a wide variety of health and environmental impacts because of the way it reacts with other substances in the air. Acute and chronic exposure to SO₂ affects the respiratory system. Acute exposure effects, with increasing exposure, include irritation of the eye, nose and throat, choking, coughing, bronchitis and pneumonia. Exposure to low concentrations can aggravate chronic pulmonary diseases, such as asthma and emphysema. Co-exposure to cold or dry air may further exacerbate the respiratory effects of SO₂ on sensitive asthmatics. Particularly sensitive groups include children, the elderly and those with existing heart or lung disease.

Characteristics

This is a choking gas, unlike H₂S, and one wants to move to an area where the discomfort is not experienced.

- Formed by the combustion of H₂S or sulphur and is non-flammable.
- Found as a gas at temperatures above -10°C.
- Has the odour that occurs when a wood match is extinguished.
- Highly irritating – dissolves to form sulphuric acid.
- At lower concentrations irritates the eyes, nose and throat, causes difficulty in breathing and shortness of breath.
- Causes pulmonary edema (fluid in the lungs) at high concentrations – may be fatal.
- Effects on heavy smokers are more severe.

Acute Health Effects of Sulphur Dioxide

Concentration of SO ₂ (PPM)	Acute Health Effects
0.1	Transient bronchoconstriction ¹ in sensitive exercising asthmatic individuals that ceases when exposure ceases ²
0.3 - 1	Possibly detected by taste or smell
0.75	Transient lung changes in healthy, moderately exercising, non-asthmatic individuals
1 - 2	Lung function changes in healthy non-asthmatics. Symptoms in asthmatics would likely increase in severity. There may be a shift to clinical symptoms from changes detectable only via spirometry.
3	Easily detected odour
6 - 12	May cause nasal and throat irritation
10	Upper respiratory irritation, some nosebleeds
20	Definitely irritating to the eyes; chronic respiratory symptoms develop; respiratory protection is necessary
50-100	Maximum tolerable exposures for 30-60 minutes
Greater than 100	Immediate danger to life (NIOSH recommendation)

¹ At low levels, bronchoconstriction was generally observed as changes in airway conductance detectable by spirometry rather than as clinical symptoms.

² It should be noted that clinical studies on humans are generally designed to elicit a response and consequently subject study volunteers to challenging conditions such as exercising, mouth breathing, cold, dry air, etc. Real-life responses in asthmatics should be viewed as being individual-specific dependent on severity of asthma, whether the individuals are medicated or not, how cold and/or dry the air is, mouth breathing (vs. nose breathing, which can act as an effective scrubber mechanism) and exercise.

Source: Alberta Health and Wellness, Environmental Public Health Field Manual for Oil and Gas Activities in Alberta

1.4.16 Medical Treatment for Sulphur Dioxide (SO₂) Exposure

(Please note: This information was provided by a medical source other than the Provincial Regional Health Authorities.)

Sulphur Dioxide (SO₂)

- Sulphur dioxide (SO₂) is a colourless gas with a pungent odour detectable by the human nose at concentrations of about 0.5 to 0.8 ppm.
- Sulphur dioxide (SO₂) is highly soluble in water resulting in the formation of sulphurous acid.
- Approximately 90% of inhaled sulphur dioxide (SO₂) is absorbed in the upper respiratory tract.
- Asthmatics and individuals with underlying bronchial hyperactivity may be more susceptible to low level exposure to sulphur dioxide (SO₂).

Health Effects of Sulphur Dioxide

- Sulphur dioxide (SO₂) causes almost immediate coughing with significant exposure.
- Sulphur dioxide (SO₂) causes irritation of the conjunctive and nasal mucosa at levels between 5 and 10 ppm.
- Exposures of sulphur dioxide (SO₂) as low as 8 ppm has been associated with symptoms of cough, phlegm, wheezing and exertional dyspnea.
- Acute high-dose exposures leading to severe injury are unusual, parenchyma! lung damage occurs above 50 ppm.

Acute Exposure - may include the following symptoms and signs:

Respiratory

- Inhaled sulphur dioxide (SO₂) is a moderate to strong respiratory irritant. Reddening of the throat and nose may occur. Repeated exposure to 10 ppm has caused nosebleeds.
- Sensitivity varies among people, short exposure to low concentrations may produce a reversible decrease in lung function; symptoms may include chest tightness.
- Exposure to high concentrations of sulphur dioxide (SO₂) has caused severe airways obstruction, hypoxia and pulmonary edema. The effects of pulmonary edema include coughing and shortness of breath which can be delayed until hours or days after the exposure; these symptoms are aggravated by physical exertion. Survivors of high concentration exposures may suffer chemical bronchopneumonia and bronchiolitis obliterans, which can be fatal after a few days. Delayed chemical pneumonitis and bronchial asthma can also result.

Dermal

- The gas will react with moisture on the skin and cause irritation (redness, itching).

Ocular

- Eye irritation may result in smarting of the eyes and tearing. In severe cases (high concentrations in a confined area) sulphur dioxide (SO₂) has caused temporary corneal burns.

Potential Sequelae

Survivors of high concentration exposures may suffer chemical bronchopneumonia and bronchiolitis obliterans, which can be fatal after a few days. Delayed chemical pneumonitis and bronchial asthma can also result.

Approach to the Worker with Suspected Sulphur Dioxide Exposure

Although this document refers only to SO₂, it is important for the clinician to keep in mind the possibility of co-exposure to numerous other agents.

History

The history is the key to the diagnosis of sulphur dioxide (SO₂) (or other industrial) intoxication. There are two facets to the history in such cases:

Exposure history: This attempts to define, in qualitative terms, the likelihood of, and amount of exposure to sulphur dioxide. This should include questions about work processes, the presence of an odour and inquiring as to the effects in co-workers. If possible, this should be supplemented by Industrial Hygiene information which might include the triggering of alarms for sulphur dioxide and historical data on air measurements. For suspected exposures, the workplace can often provide useful estimates regarding the level of exposure, although such data may require several days to reconstruct.

Clinical history: The physician should attempt to establish the presence of as many of the symptoms as possible associated with SO₂ exposure.

Investigations

There are no specific tests in routine clinical use to establish sulphur dioxide intoxication. Rather, testing is aimed at characterizing the sequels of intoxication as well as to rule out other causes for the presentation.

Treatment

Treatment is entirely supportive in nature and includes supplemental oxygen, managing eye and skin exposure as a chemical burn and maintenance of respiratory status.

- On arrival - check blood gases. Take chest film and repeat as necessary keeping in mind the delayed possibility of pulmonary edema.
- Oxygen should be delivered by nasal cannula or mask, or if pulmonary injury leads to severe hypoxia by mechanical ventilation.
- If bronchospasm occurs, bronchodilators may be of value.
- A pulmonary function test should be done near time of discharge and, if abnormal, should be repeated at appropriate intervals thereafter.
- Conjunctival irritation should be treated with copious irrigation with saline and the eyes examined with fluorescein for corneal defects.
- Assess for associated musculo-skeletal and internal traumatic injury.
- Prophylactic antibiotics should be avoided.

If symptoms and/or exposure history are strongly clinically suggestive, because of the possibility of delayed pulmonary edema, adequate monitoring and follow-up for at least 24 hours is essential.

Guidelines for Return to Work (RTW)

Three possible scenarios may be considered by the attending medical personnel:

1. Possible exposure, without symptoms;
2. Possible exposure, with symptoms (that are compatible with SO₂) or
3. Known exposure, including "knockdown", with symptoms that require medical treatment and/or hospitalization.

In each scenario, a clinical decision about appropriate medical investigations, treatment, follow-up evaluation and timing of return-to-work (RTW) will have to be made. It is emphasized that with scenarios (2) and (3), it may be preferable to either monitor the employee in the hospital or as an outpatient (with follow-up examination) for 24 - 48 hours prior to RTW. Where assistance is required in making the appropriate RTW recommendations, consider contacting Husky Energy's medical service provider, [REDACTED].

1.4.17 Working in Remote Locations

Working in remote areas means that assistance, if required, may come from some distance away and may take longer than if the work were occurring in a more accessible area. Workers must be self-sufficient during the time taken for help to arrive.

While conducting work on the ground:

- An on-site Medic and first aid tent will be present.
- Armed wildlife monitors will be present.
- Workers must be prepared for changing weather conditions.
- The following PPE must be used or be present:
 - Reflective vest
 - Hearing protection
 - ATV helmets
 - Bear spray
 - Insect repellent
 - Flash light
 - Survival kit including the following – tarp or shelter, fire starting materials, signal devices, knife, nylon cord
 - Sunblock
 - Class II First Aid Kit
 - Survival rations and water
 - Satellite phones
 - Two-way radio with aviation frequencies
 - GPS receiver (SPOT-GPS will be utilized for this project)

1.4.18 Wildlife Encounter**Basic Response**

- Ensure personnel safety.
- Advise everyone in the area of the wildlife danger.
- Notify appropriate person (Supervisor) of what happened and any other details.
- In Alberta, notify the local Alberta Environment office as soon as possible.
- In Saskatchewan, notify the Ministry of Environment as soon as possible.

Bears

- If you see a bear, stay calm.
- Stop and assess the situation. Don't run, crouch down or play dead too soon.

If the bear is unaware of you:

- Leave the area, detour around the bear or wait it out.
- If you can't avoid the bear, gently alert it to your presence by moving upwind, waving your arms and calling out in a calm voice.

If a bear approaches you or you surprise it:

- Don't run. Talk in a calm voice.
- Slowly back away in the direction from which you came.
- If the bear keeps following you, stand your ground.
- If you're carrying bear spray, get it in your hand, point the nozzle away from you and check the wind direction to make sure the spray will not blow back on you.
- Try to figure out if the bear is acting in self-defence or if it's seeking food.
- If the bear attacks, you have two choices: play dead or fight back. The right choice depends on whether the bear is acting in self-defence or seeking food.
 - Play Dead:
 - If the bear seems to be attacking in self-defence, the best thing to do is play dead so the bear no longer feels threatened.
 - Don't play dead before the bear contacts you or you may actually encourage the bear to attack.
 - Play dead by dropping to the ground, face down, knees drawn up to your chest and hands clasped tightly over the back of your neck.
 - If playing dead works, the bear will make brief contact with you then will leave when it's convinced you're not dangerous.
 - Fight back. You should fight back if you are attacked by:
 - Any black bear.
 - Any grizzly that stalks or attacks in circumstances that do not involve cubs, a carcass or surprise at close range.
 - Any bear that breaks into a tent or building.
 - Kick, punch or hit the bear with a rock, chunk of wood or whatever is handy.

Using Bear Spray:

If a bear approaches slowly or follows at a distance, fire two or three short bursts of spray between you and the bear while you continue backing away. The spray will create a cloud of deterrent which may stop the bear. Make sure you have enough left to spray the bear in the face at short distance if it keeps coming.

Cougars

These large cats have been known to attack people. They are silent stalkers / hunters and very difficult to spot. If faced with a cougar, it's best to behave as if dealing with a dog – do not run away. Retreat facing the cougar, do not stare into its eyes. Make yourself as big as possible and fight as hard as you can if necessary.

Moose

A fully grown moose can weigh up to 680 kg. If you find yourself between a female moose and her calves – beware!

An angry moose will protect her offspring at all costs. Moose have bad eyesight but can smell and hear very well and are extremely well adapted to live and travel in almost all terrain.

If you see its ears laid back and/or the hair on its “hump” stand up, it's angry or afraid and may charge. Moose kick with their front feet as well as their hind feet.

Response

- Try to get behind a tree if a moose charges. If a moose attacks you, get down on the ground, cover your head as well as you can, stay very still. Don't wave your arms after you are on the ground.
- Another option is to raise your hands over your head and spread out your fingers. Hold your arms still, don't wave them. Sometimes the moose will think that you are another animal bigger than he is.

1.4.19 Extreme Cold Considerations**Hypothermia**

Definition: The body's normal temperature (37°C/ 98.6°F) drops to or below 95°F (35°C).

Assessment of Patient

- A patient who is cold, alert, has uncontrollable shivering and normal vital signs is considered to have mild hypothermia.
- A patient who is cold and has any of the following signs or symptoms is considered to have moderate or severe hypothermia:
 - Depressed vital signs, such as slow heart rate and/or slow respiration
 - Altered level of consciousness, including slurred speech, staggering gait, decreased mental skills, or the lack of response to verbal or painful stimuli
 - No shivering despite being very cold – below 90°F (30°C)

Basic Treatment for Hypothermia (Land Temperatures)

- Contact the paramedic to provide transport to a medical facility.
- Prevent further heat loss:
 - Insulate from the ground; move the person to a warm, dry area. Do not leave the person alone.
 - Protect from the wind, eliminate evaporative heat loss by removing wet clothing (once patient has adequate shelter) and replace with warm, dry clothing or wrap the person in blankets.
 - Insulate the patient, including head and neck.
 - Cover the patient with a vapour barrier (such as blue tarp, large piece of plastic, large garbage bags, etc.)
- Provide warm, sweet drinks if alert. Do not give alcohol, drinks with caffeine or permit patient to use tobacco.
- Provide basic First Aid care; encourage the patient to move their arms and legs to create muscle heat if they are alert. If not, place warm bottles or hot packs in the arm pits, groin, neck and head areas. DO NOT rub the person's body or place them in a warm water bath. This may stop their heart.

Basic Treatment for Hypothermia (Water Temperatures)

- If possible, contact the paramedic to provide transport to the medical facility. Loss of body heat is up to 25 times faster in water.
- Conserve body heat:
 - DO NOT remove any clothing. Button, buckle, zip and tighten any collars, cuffs, shoes, and hoods- the layer of trapped water closest to the body provides a layer of insulation that slows heat loss. Keep the head out of the water and put on a hat or hood.
 - Remove the person from the water as soon as possible or climb on anything floating. DO NOT attempt to swim unless a floating object or another person can be reached. Swimming or other physical activity uses the body's heat and reduces survival time by about 50%.
 - If it is not possible to get out of the water, wait quietly. Conserve body heat by folding arms across the chest, keeping thighs tight together, bending knees and crossing ankles. If another person is in the water, huddle together with chests held closely.
- If it is possible to remove a person from the water, attempt to maintain body heat by sitting or lying closely together, covering them with blankets or providing a vapour barrier.
- Wait for medical care.

Frost Bite

Definition: Freezing occurring in the deep layers of skin and tissue.

Assessment of Patient

A patient is considered to have frostbite when the following conditions are observed:

- Pale, waxy-white skin colour
- Skin is hard and numb

Frostbite usually affects the fingers, hands, toes, feet, ears and nose.

Basic Treatment for Frostbite

- Prevent further heat loss:
 - Insulate from the ground; move the person to a warm, dry area. Do not leave the person alone.
 - DO NOT rub the affected area as rubbing causes skin and tissue damage.
 - Place the affected area in a warm water bath and monitor the temperature to SLOWLY warm the tissue. Do not pour warm water directly on the affected area; it will warm the tissue too quickly, causing damage. Warming can take 25-40 minutes. After the area has been warmed, it may become puffy and blister and/or it may have a burning feeling or numbness.
- Wrap the injured area. When normal feeling, movement and skin colour have returned, the affected area should be dried and wrapped to keep warm.

NOTE: If there is a chance the affected area may get cold again, DO NOT WARM THE SKIN. Skin that has been warm but becomes cold again will suffer severe tissue damage.

- Contact the paramedic as soon as possible.

How to Protect Workers

- Recognize the environmental and workplace conditions that lead to potential cold-induced illnesses and injuries.
- Learn the signs and symptoms of cold-induced illnesses / injuries and what to do to help the worker.
- Train the workers about cold-induced illnesses and injuries.
- Select proper clothing for cold, wet, and windy conditions. Layer clothing to adjust to changing environmental temperatures. Wear a hat and gloves, in addition to underwear that will keep water away from the skin.
- Take frequent short breaks in warm, dry shelters to allow the body to warm up.
- Perform work during the warmest part of the day.
- Avoid exhaustion or fatigue; energy is needed to keep muscles warm.
- Use the buddy system (work in pairs).
- Drink warm, sweet beverages (sugar water, sport-type drinks). Avoid drinks with caffeine and alcohol.
- Eat warm, high-calorie foods.
- Workers face an increased risk when:
 - A predisposing health condition exists such as cardiovascular disease, diabetes and hypertension;
 - Certain medications are being taken; check with a medical professional if the meds being taken create a risk factor in cold environments; Individuals are in poor physical condition, have a poor diet or they are older.

1.4.20 *Missing or Overdue Personnel / Aircraft / Vehicles*

This section addresses potential emergencies associated with Husky personnel (employees or contractors) who may become lost or stranded during the course of normal workplace activities.

It also identifies initial actions if contact is lost with an aircraft chartered to transport Husky personnel or material, or if an aircraft is overdue.

Initial Response

- If an employee or aircraft has failed to routinely report in, notify the immediate supervisor and senior Husky representative on site.
- Follow site-specific working alone procedures and notifications.
- Attempt to establish and maintain contact with personnel or aircraft.
- Organize and dispatch personnel to rescue or assist if conditions permit and general location is known.
- Contact outside help as required (e.g. RCMP, Search and Rescue).
- Upon discovery of missing personnel or downed aircraft, initiate rescue and administer first aid as required.
- Initiate evacuation and transportation as required.
- Notify Corporate Response Director of situation and keep them updated.
- Maintain contact with search and rescue team.
- Complete documentation for preparation of report.

1.4.21 Ice Breakthrough

Ice crossings must not be performed before the ice has been checked for thickness and evaluated for safe load-carrying capacity.

As soon as someone observes that a vehicle has broken through the ice:

- Report the ice breakthrough and location to your supervisor.
- Identify initial manpower resources:
 - On-Site Supervisor
 - Site Safety
 - Ice Rescue Team
 - Ice Assessment Team
- Identify initial equipment resources:
 - Personal Flotation Devices (PFD)
 - Harnesses
 - Shoreline anchors
 - Ice Cleats
 - Chainsaws and appropriate safety gear
 - Ice auger
 - Current velocity meter
 - Ice thickness measuring stick
 - Communications equipment
 - Rescue equipment (ladder, throw bags, sled, reach pole, rope, etc.)
- Broadcast a traffic or work-site advisory, stopping all potential traffic or work in the immediate area, on the communication system.
- Secure the area to prevent further traffic from entering the area.
- If it is safe to do so, rescue the operator.
- Have the operator cared for by those on site.

If specialized resources are required to attempt a rescue:

- Utilize an ice evaluation team to conduct an assessment of ice-covered water.
- Ensure workers are protected against exposure to cold, that warm-up facilities and food have been provided, and designate a rest area off the ice.
- Conduct a safety briefing and review ice assessment procedures.
- Identify an ice rescue team, ready equipment and position rescue team slightly upstream of the assessment team.
- Anchor two-man ice assessment team with ropes and harnesses to shore.
- Ice assessment team will proceed from the shore and drill one test hole in the ice to determine:
 - Ice thickness
 - Current velocity
 - Water depth below ice
 - Current direction of water flow
- If the ice is safe to continue, the On-Site Supervisor may declare the weight bearing capacity to be sufficient to rescue individuals. All workers who remain on the ice should wear personal flotation devices.

1.4.22 Helicopter Safety

All response personnel working around or travelling on helicopters should:

- Be aware of the helicopter's main rotor blade and tail rotor blade at all times.
- Approach towards and disembark from the front or side of the helicopter, in a crouched position. Never approach or disembark the helicopter from the rear.
- Approach towards and disembark from the helicopter on the down slope or downhill side. Never approach or disembark the helicopter from an uphill position.
- Do not load or unload cargo without permission from the pilot.
- Avoid raising your arms or cargo above shoulder height.
- Avoid throwing objects in the vicinity of a helicopter.
- Ensure all light objects are secure and not allowed to become caught in the helicopter rotor downwash.
- Ensure personnel are not standing near the helicopter's approach path during landing or departure path during take-off.
- Avoid approaching the helicopter during engine start-up or shutdown.
- Shield eyes against blown dust or particles.

During helicopter slinging operations, response personnel should:

- Follow all proper safety procedures for working around helicopters.
- Never travel on helicopters involved in slinging operations.
- Take direction from the Loadmaster in charge of flight operations.
- Communicate with the pilot using radios and appropriate hand signals.
- Prepare helipad by removing loose debris and keep helipad clear during flight operations.
- Remove loose objects from the vicinity of landing area.
- Only use multi-stranded steel core long-lines, cables, or lanyards and appropriate hook-up equipment for the helicopter type.
- Only use baskets and nets designed for helicopter slinging operations.
- Ensure that load to be slung is secure in a helicopter basket or net, and equipment will not come loose in flight.
- Keep clear of helicopter approach and take-off paths when a helicopter is carrying sling loads.

1.4.23 *Downed Aircraft*

Response to in-flight emergencies is the responsibility of the air crew. If an in-flight emergency results in an emergency landing at an airstrip or at some other location, Husky will actively support regulatory agencies, the aircraft operator, and public responders in executing the appropriate response to the extent possible. Husky's on-site representative will be the liaison with the response teams unless an alternate is assigned.

If the emergency landing of an aircraft is identified:

- Confirm that the civil air operations and aircraft operator have been notified.
- Determine what response, if any, has been initiated.
- Determine what support Husky's on-site staff and contractors can provide.
- Initiate internal notifications.
- Monitor the progress of the situation.
- Notify on-site workers to stand by.
- Provide assistance, as required.
- Monitor ongoing work-site activities and determine if a work stand-down is necessary for the safety of ongoing operations.

If emergency landing results in ice breakthrough:

- Report the ice breakthrough and location to the Husky base of operations.
- Broadcast a traffic or work-site advisory, stopping all potential traffic of work in the immediate area, on the communication system.
- Secure the area to prevent further traffic from entering the area.
- Notify the RCMP immediately.
- Notify Transport Canada promptly for accident investigation.

If it is safe to do so:

- Rescue the operator and passengers of the aircraft.
- Provide First Aid to operator and passengers by those on site.

If specialized resources are required to attempt a rescue:

- Mobilize rescue resources, including emergency medical staff, ice profiling personnel and equipment.
- Develop a safety plan for the rescue.
- Rescue individuals as quickly as possible.

When those involved in the incident have been rescued, and as soon as it is safe to do so:

- Conduct a risk assessment for removing as much fuel from the aircraft as possible, to limit the amount of fuel spilled during the recovery.
- Report any fuel spilled to;
 - If you are in Alberta - **Alberta Energy Regulator (AER) at, 1-800-222-6514.**
 - If you are in Saskatchewan - **Saskatchewan Spill Control Centre at 1-800-667-7525.**
- Use a vacuum truck to clean up the spill.
- Mobilize spill response equipment, as necessary.
- Initiate an Event report, including details of spilled product, spill size, location, status and injuries.
- Report any releases to the Alberta Energy Regulator (if in Alberta) or to the Saskatchewan Spill Control Centre (if in Saskatchewan).

If an aircraft is missing:

- Contact flight operations at local airports
- Enlist the help of air service operator or owner of the aircraft
- Support the civil air authorities as they execute their search and rescue procedures.

1.4.24 Natural Disasters

The following information has been compiled to provide guidance in response to severe weather and natural hazards. The following guidelines are based on information developed by Environment Canada for inclusion in emergency response plans. For additional information and updates, refer to: <https://www.getprepared.gc.ca/index-en.aspx>

Natural hazards include but are not limited to:

- Earthquakes
- Flooding / excessive water in basins
- Severe storms
- Tornadoes

Earthquakes

Basic Response:

- Ensure personnel safety.
- Notify appropriate person (e.g. supervisor) of what happened and other details.

During an earthquake:

- When an earthquake starts, take cover immediately.
- Move to a safe place nearby if need be. Stay there until the shaking stops.
- If you are indoors - stay away from windows and shelves with heavy objects. Follow the instructions: 'Drop, Cover, Hold'.
 - DROP - under heavy furniture such as a table, desk, bed or any solid furniture.
 - COVER - your head and torso to prevent being hit by falling objects.
 - HOLD - onto the object that you are under so that you remain covered. If you can't get under something strong, or if you are in a hallway, flatten yourself or crouch against an interior wall.
- If you are outdoors
 - Stay outside.
 - Go to an open area away from buildings.
- If you are in a vehicle
 - Pull over to a safe place where you are not blocking the road. Keep roads clear for rescue and emergency vehicles.
 - Avoid bridges, overpasses, underpasses, piping, buildings or anything that could collapse.
 - Stop the car and stay inside. Do not attempt to get out of your car if downed power lines are across it. Wait to be rescued.

In an earthquake, avoid:

- Doorways; Doors may slam shut and cause injuries.
- All windows, glass and heavy objects.
- Moving equipment including elevators. If you are in an elevator during an earthquake, hit the button for every floor and get out as soon as you can.
- Downed power lines – stay at least 10 metres away to avoid injury.
- Coastlines. Earthquakes can trigger large ocean waves called tsunamis.

After an earthquake:

- Be prepared for aftershocks.
- Take instructions from the Incident Commander or listen to the radio or television for information from authorities. Follow their instructions.
- Place telephone receivers back in their cradles; only make calls if emergency services are required.
- Wear sturdy shoes and protective clothing to prevent injury from debris, especially broken glass.
- Check for structural damage and other hazards. If you suspect the workplace is unsafe, leave, report the unsafe conditions and do not re-enter.
- Do not waste food or water as supplies may be limited.
- Do not turn on light switches or restart equipment until you are sure there are no gas leaks or flammable liquids spilled and the equipment is not damaged.
- Do not flush toilets if you suspect sewer lines may be broken.
- Carefully clean up any spilled hazardous materials, if possible to do so safely. Wear proper hand and eye protection.
- Check on your neighbours around the facility after looking after immediate personnel on site. Help to organize and assist with rescue measures if people are trapped or call for Local Authority emergency assistance if you cannot safely help them.
- Beware of secondary effects.
 - Although ground shaking is the major source of earthquake damage, secondary effects can also be very destructive.
 - These include landslides, saturated sandy soils becoming soft and unstable, flooding of low-lying areas and tsunamis washing over coastlines.

Flooding / Excessive water in basins

Basic Response:

- Ensure personnel safety.
- Notify appropriate person (e.g. supervisor) of what happened and other details.

If flooding is imminent:

- Take action to shut down, isolate and de-pressure process equipment, as required.
- Shut in electricity and electrical equipment as required.
 - Do NOT attempt to shut off electricity if water is already present.
 - The combination of water and live electrical current can be lethal.
 - Leave the area immediately and only enter when it is proven safe.
- Move critical equipment and records to higher ground if safe to do so.
- Remove hazardous materials and dangerous goods from the flood area to prevent pollution if safe to do so.
- As required, remove toilet bowls and plug sewer drains and toilet connections with a wooden stopper.
- In some cases, buildings or equipment may be protected with sandbags or polyethylene barriers. This approach requires specific instructions from the Incident Commander working closely with local emergency officials.

During a flood:

- Keep communication lines open and listen to your radio to find out what areas are affected, what roads are safe, and where to go if you are asked to evacuate.
- If you need to evacuate:
 - Take action to shut down, isolate and de-pressure process equipment, as required.
 - Vacate your workplace when you are advised to do so by the Incident Commander and/or local emergency authorities. Ignoring such a warning could jeopardize your safety, the safety of your coworkers or those who may need to come to your rescue.
 - Follow the evacuation route specified. Don't take shortcuts. They could lead you to a blocked or dangerous area.
 - Never cross a flooded area.
 - If you are on foot, fast water could sweep you away.
 - If you are in a vehicle, do not drive through flood waters or underpasses. The water may be deeper than it looks and your vehicle could get stuck or swept away by fast water.
 - Avoid crossing bridges if the water is high and flowing quickly.
 - If you are caught in fast-rising waters and your vehicle stalls, leave it and save yourself and your passengers.

Excessive water in basins:

- Advise Alberta Environment / Environmental Ministry of potential issues. Any loss of process water containment needs to be reported as an environmental contravention.
- Identify resource requirements to assist with water movement.

Re-entering your workplace:

- Do not re-enter flooded work areas until the Incident Commander under advisement of qualified personnel (i.e. electricians, structural engineers) has determined it is safe to do so.
- Use extreme caution when returning to your workplace after a flood.
 - Look for evidence that the area and buildings are structurally safe.
 - Look for buckled walls or floors.
 - Watch for holes in the floor, bent or broken piping, broken glass and other potentially dangerous debris.
 - Flood water can be heavily contaminated with sewage and other pollutants which can cause sickness and infections.
 - Equipment that may have been flooded poses a risk of shock or fire.
- Do not use any equipment, heating, pressure, or sewage systems (including appliances) until they have been thoroughly cleaned, dried, inspected and deemed safe to operate.
- Electrical components and panels need to be cleaned, dried, and tested by a qualified electrician to ensure that they are safe.
- Depending on the area and extent of damage, government approvals may be required prior to reconnecting power and/or restarting operations.

Other flood considerations:

- If you suspect that drinking water has been contaminated, don't drink it.
- Items that have been flood-damaged may have to be discarded according to local regulations.
- Documentation - all critical documents that have been damaged can be frozen (in a freezer) until they are needed. After the clean-up, Husky HSE, regulatory and legal advisors can help determine whether the flood-damaged documents, or just the information in them, need to be retained.
- Maintain good hygiene during flood clean-up. Minimize contact with floodwater or anything that may have been in contact with it. Keep children away from contaminated areas during clean-up operations.

Severe Storms

When a severe storm is on the horizon, the Meteorological Service of Canada issues watches, warnings and advisories through radio and television stations, automated telephone information lines, Environment Canada's Weather radio, and the Weather Office Website at http://weather.gc.ca/mainmenu/weather_menu_e.html

General Precautions:

- If a severe storm is forecast, secure everything that might be blown around or torn loose. Flying objects can injure people and damage property.
- Assess potential hazards and take actions to reduce the danger of equipment falling and causing other damage during a storm.
- If you are in a vehicle, stop the vehicle away from trees or power lines that might fall on you. Report where you are and stay there.
- Subsequent actions depend upon potential hazards and the type of damage anticipated.

Blizzards

- If a blizzard or heavy blowing snow is forecast, you may want to limit travel or string a lifeline between buildings if you have to move between them during a storm.
- When a winter storm hits, stay indoors if at all possible.
- If you need to go outside, ensure others know where you are going. Report your status regularly.
- Dress for the weather. Outer clothing should be tightly woven and water-repellent. Wear a hat. Jackets should have hoods. Most body heat is lost through the head.
- In wide-open areas, visibility can be virtually zero during blizzards or periods of heavy blowing snow and a person can easily lose their way.
- If you need to travel on roads during a winter storm, do so during the daytime and let someone know your route and expected arrival time.
- If your car gets stuck in a blizzard or snowstorm, remain calm and stay in your car. Allow fresh air in your car by opening the window slightly on the sheltered side – away from the wind. You can run the car engine about 10 minutes every half-hour if the exhaust system is working well. Be aware of exhaust fumes and check the exhaust pipe periodically to make sure it is not blocked with snow. Remember that you can't smell potentially fatal carbon monoxide fumes.
- To keep your hands and feet warm, exercise them periodically. In general, it is a good idea to keep moving to avoid falling asleep. If you do try to shovel snow, avoid overexerting yourself. Overexertion in the bitter cold can cause death as a result of sweating or a heart attack.

Hail

- If hail is forecast, assess potential hazards and take action to reduce the danger of equipment, building or vehicular damage.
- Take cover when hail begins to fall. Hail comes down at great speed, especially when accompanied by high winds. People can be seriously injured by hail.
- If possible, stay indoors and keep away from windows, glass doors and skylights which can shatter if hit by hailstones. Avoid using the telephone during a storm, and do not touch metal objects.
- If outdoors, take shelter and avoid any low lying areas that may flood.

Heavy Rain / Freezing Rain

- When heavy rain is forecast, consider checking the site drainage to reduce the possibility of flooding.
- Ice from freezing rain accumulates on trees, power lines and buildings. If you need to go outside when a significant amount of ice has accumulated, pay attention to branches or wires that could break due to the weight of the ice and fall. Also look for ice build-up on roofs or overhangs.
- Never touch downed power lines. A hanging power line could be charged (live) and you would run the risk of electrocution. Remember also that ice, branches or power lines can continue to break and fall for several hours after precipitation has ended.
- When freezing rain is forecast, avoid driving. Even a small amount of freezing rain can make roads extremely slippery. Wait several hours after freezing rain ends so that road maintenance crews have enough time to spread sand or salt on icy roads.
- Rapid onsets of freezing rain combined with the risk of blizzards increase the chances for extreme hypothermia.

Lightning

- Always take shelter during periods of lightning.
- To estimate how far away the lightning is, count the seconds between the flash of lightning and the thunderclap. Each second is about 300 metres. If you count fewer than 5 seconds, take shelter immediately. If fewer than 30 seconds, look for shelter and take cover.
- If at all possible, wait 30 minutes after the last lightning strike in a severe storm before resuming work outside.
- If you are outside in the open, do not lie flat. Crouch down with your feet close together and your head down (the "leap-frog" position). By minimizing your contact with the ground, you reduce the risk of being electrocuted by a ground charge.
- Do not use equipment that may conduct electricity.

Thunderstorms

- Before a severe thunderstorm, consider shutting down and isolating any non-essential electrical equipment. Regularly check for weather updates.
- During thunderstorms, stay away from items that conduct electricity, such as telephones, sinks and metal piping.
- If you are outdoors when a thunderstorm hits, take shelter immediately, preferably in a building but failing this, in a depressed area such as a ditch, culvert or cave. Be aware of areas that may flood during periods of heavy rain.
- Never seek shelter under a tree.

Tornadoes

Warning signs include:

- Severe thunderstorms, with frequent thunder and lightning.
- An extremely dark sky, sometimes highlighted by green or yellow clouds.
- High humidity and an almost still wind with low hanging clouds with 'fingers' of cloud extending downward and curling back upwards.
- A rumbling or whistling sound.
- A funnel cloud at the base of a thundercloud, often behind a curtain of heavy rain or hail.

Environment Canada has a responsibility for warning the public when conditions exist that may produce tornadoes. It does this through radio, television, newspapers, weather phone lines and its internet site,

Alberta: http://weather.gc.ca/forecast/canada/index_e.html?id=AB

Saskatchewan: http://weather.gc.ca/forecast/canada/index_e.html?id=SK

What to do during a tornado

If you are inside:

- Take shelter in a small interior ground floor room such as a bathroom, closet or hallway.
- Protect yourself by taking shelter under a heavy table or desk.
- Stay away from windows, outside walls and doors.

If you are in an office or multi-story building:

- Take shelter in an inner hallway or room, ideally in the basement or on the ground floor.
- Do not use the elevator.
- Stay away from windows.
- Stay out of large buildings with wide-span roofs which may collapse if a tornado hits. Find shelter elsewhere, preferably in a building with a strong foundation.

If no shelter is available:

- Lie down in a ditch away from vehicles or light portable trailers or mobile homes.
- Beware of flooding from downpours and be prepared to move.

If you are driving:

- If you spot a tornado in the distance, drive to the nearest solid shelter.
- If a tornado is close, get out of your vehicle and take cover in a low-lying area, such as a ditch.

In all cases:

- Get as close to the ground as possible, protect your head and watch for flying debris.
- Do not chase tornadoes – they are unpredictable and can change course abruptly.
- A tornado is deceptive. It may appear to be standing still but may actually be moving toward you.

1.4.25 Nuclear Gauge Emergency Procedures

Nuclear process control radioactive sources and their lead and steel containers are designed to meet stringent fire, explosion and corrosion tests. Failure by either the radioactive source encapsulation or the shielded source housing can create radioactive contamination and radiation exposure problems in the workplace.

If any nuclear process control gauges are involved in or impacted by an emergency, contact the Radiation Safety Officer (RSO) immediately.

The Maintenance Department maintains specific procedures for qualified personnel to follow for nuclear gauges involved in fires or explosions.

The Canadian Nuclear Safety Commission (CNSC) is to be notified immediately of any incident involving a sealed radioactive source, they can be contacted at **1-613-995-0479**.

1.4.26 Control of Birds and Wildlife on Ponds and Other Hazardous Areas

1.4.26.1 Groups Affected

The *Control of Birds and Wildlife on Ponds and Other Hazardous Areas Recommended Practice* pertains to Husky Energy (Husky) facilities that operate ponds and waste management facilities containing potentially hazardous substances including:

- Husky Lloydminster Upgrader (HLU)
- Husky Lloydminster Refinery
- Prince George Refinery
- Rainbow Lake Gas Plant
- Sunrise Thermal Facility
- Tucker Thermal Plant
- Upstream facilities
- Oil Spill Sites

All Husky facilities where bird or wildlife injury is a risk must use this Recommended Practice as a minimum requirement; however, site-specific procedures may also be developed that exceed the practices recommended in this document.

1.4.26.2 Purpose

The purpose of the *Control of Birds and Wildlife on Ponds and other Hazardous Areas Recommended Practice* is to provide information, regulatory obligations and mitigation strategies to aid Husky employees and associated contractors working on Husky facilities to avoid impacting birds and other wildlife that may come into contact with harmful substances on or around Husky facilities. It is important that Husky facilities show due diligence by employing bird and other wildlife control measures that are appropriate and cost-effective.

1.4.26.3 Policy Statement

This Recommended Practice is aligned with Husky's Health Safety and Environment Policy and HOIMS Element 8 Environmental Stewardship which aims to:

- Operate responsibly to minimize the environmental impact of how we conduct our business. Leave a positive legacy behind us when operations cease.

The expectation is that:

- Environmental impact is monitored and reported to demonstrate compliance with relevant local, provincial, national and international regulations and to ensure that any commitments are honoured.

1.4.26.4 Personnel Health and Safety**Safe Bird and Wildlife Capture**

Attempts to rescue oiled birds or wildlife may be suspended due to bad weather, unsafe footing or other unsafe operating conditions.

Captured birds or wildlife are often aggressive and should be regarded as dangerous. Birds with sharp beaks will often aim for the eyes of their captors or produce puncture wounds. The toenails or claws on many birds can produce scratches that may lead to infection.

Handling oiled birds or wildlife may result in personnel contacting oil products which are toxic to both animals and humans. Care should be taken to minimize contact with these products. Safety Data Sheets (SDS) for the expected hydrocarbon or chemical products with which birds may have come in contact should be consulted to ensure that proper personal protective equipment is being worn before handling a bird. See Section 1.4.26.9 for information about capture, handling and transport of birds.

Diseases (Zoonoses) from Contact with Birds

A zoonosis is any infectious disease that can be transmitted to humans from animals (either domestic or wild). Such diseases have the potential to be dangerous to human health. Many modern diseases, even epidemic diseases, started out as zoonoses. There is good evidence that diseases such as measles, influenza, smallpox, and diphtheria became a problem for humans through this route. Recently, West Nile virus, Severe Acute Respiratory Syndrome (SARS) and Avian Influenza (Bird Flu) are known to have been transmitted originally from animals.

Bird or other wildlife diseases may one of the following types:

- bacterial (e.g., Campylobacteriosis, Salmonellosis);
- viral (e.g., West Nile Virus, Newcastle Disease, Bird Flu H5N1);
- fungal (e.g., Aspergillosis);
- or parasitic (e.g., mites).

Bird diseases may be transmitted to humans through one of the following routes:

- orally (e.g., ingestion of feces through poor hygiene practices);
- inhalation of particles (e.g., viruses, spores or bacteria);
- or through skin contact.

While it is unlikely that the limited and short term contact personnel may have with birds will result in disease transmission, it is an important issue to be aware of the hazards of handling birds. Compliance with the common sense safe handling practices outlined in the following section, General Health and Safety Rules for Handling Birds will significantly reduce the risk of injury or disease transmission.

General Health and Safety Rules for Handling Birds

The following common sense rules apply to handling of birds and other wildlife.

- Immuno-compromised or pregnant personnel must not have direct contact with birds.
- Personnel are required to wear appropriate clothing and protective equipment when handling birds and other wildlife. Long pants and long-sleeved shirts should be worn to minimize the risk of cuts and scratches.
- Heavy gloves are not recommended for capturing birds as they reduce handling ability which may lead to injuries to the bird. Heavy gloves will be necessary, however, when handling large or aggressive birds, for example seagulls or hawks.
- Light gloves can be worn when dealing with smaller birds and latex gloves can be considered in these cases. When using work gloves, it is important to use a fresh pair to ensure that any oil or chemicals that may be on used gloves are not transferred to an otherwise un-oiled or healthy bird that is a candidate for release.
- Jewelry should not be worn while handling birds as the bird may be attracted to bright surfaces and may try to peck at the worker.
- All bird and wildlife handling personnel are required to have current tetanus shots.
- Clean and treat all cuts and scratches immediately, especially if sustained while handling birds and other wildlife.
- Personnel will wash hands and face with soap and water after handling birds and other wildlife and before eating, drinking, or smoking.

1.4.26.5 Environmental Impact

This practice was developed to prevent bird and other wildlife oiling and mortality.

1.4.26.6 Regulatory Framework

Failure to mitigate impacts to wildlife could lead to enforcement action under any or each of the following statutes:

Federal

- The *Migratory Birds Convention Act (MBCA)* (1994) is administered by Environment Canada's (EC's) Canadian Wildlife Service. The Act implements a treaty between Canada and the United States that co-ordinates a system to prevent the indiscriminate harvest or destruction of migratory birds. The Act applies to all lands and bodies of water in Canada and to the activities of all organizations, industries and individuals. Compliance with the *MBCA* and the *Migratory Birds Regulation* is mandatory. Section 5.1(1) of the *MBCA* prohibits depositing or permitting the deposit of a substance harmful to migratory birds in waters or an area frequented by birds. Section 6 of the *Migratory Birds Regulation* prohibits the disturbance, destruction or taking of a nest, egg or nest shelter of a migratory bird. The *MBCA* covers more than 700 species including migratory game birds, migratory insectivorous birds, migratory nongame birds, waterfowl, shorebirds, songbirds and seabirds. Most raptors, blackbirds, upland game birds, pelicans and cormorants are excluded. However, they may be covered under provincial or other federal legislation. The Act applies to all lands and bodies of water in Canada and to the activities of all organizations, industries and individuals. The Act can be enforced by Parks Canada, RCMP and

provincial enforcement officers. Under the current regulatory framework pursuant to the *MBCA*, Environment Canada recommends that proponents avoid conducting project-related activities during times that have the potential to harm migratory birds or their active nests.

‘Incidental take’ refers to the killing of migratory birds, and/or the disturbance or destruction of their nests or eggs resulting directly or indirectly from human activities, where the primary objective of the activity is not the killing of migratory birds and/or the disturbance or destruction of their nests or eggs. Environment Canada expects due diligence be exercised to avoid harm to migratory birds.

- The *Species at Risk Act (SARA)* established Schedule 1 as the list of species to be protected on all federal lands in Canada. *SARA* also applies to all lands in Canada for Schedule 1 bird species cited in the *MBCA* and Schedule 1 aquatic species as determined by Fisheries and Oceans Canada. Please refer to the *Species of Concern that occur in Husky Operating Areas* document for further references.
- The Canadian Wildlife Service will have jurisdiction on any event where oil has affected a migratory bird or species at risk.

Alberta

- Section 36 of the *Alberta Wildlife Act* prohibits the disturbance or destruction of a house, nest or den of wildlife, including big game, birds of prey, furbearing animals, migratory game birds, non-game animals, non-licence animals and upland game birds. Please refer to the species listed in *Species of Concern that occur in Husky Operating Areas*.
- Section 155 of the *Alberta Environmental Protection and Enhancement Act (AEPEA)* states that a person who keeps, stores or transports a hazardous substance or pesticide shall do so in a manner that ensures that the hazardous substance does not directly or indirectly come into contact with or contaminate any animals, plants, food or drink.

Saskatchewan

- Section 32 of the *Saskatchewan Wildlife Act* states that no person shall willfully destroy or disturb any wildlife, or the eggs or nests of any bird species protected under the *Wildlife Act* regulations or the *MBCA*.
- *The Guideline for Construction and Monitoring of Oily Byproduct Storage Structures in Saskatchewan* addresses the environmental considerations regarding the safe and responsible storage of produced hydrocarbon-contaminated solids and liquids (Saskatchewan Energy and Mines 1997).

1.4.26.7 Bird Control Measures

All bird control measures to be implemented should be in place prior to March 31 of every year. Some general wildlife control measures should be in place year-round (e.g. fencing).

Birds need not be controlled or deterred from storm water management ponds, industrial runoff control systems or domestic wastewater lagoons as they are deemed to meet applicable environmental criteria and not be hazardous.

The following references were reviewed to determine the bird control options that are most suitable for Husky Operations:

- Bird Hazing and Frightening Methods and Techniques (with emphasis on containment ponds) (Marsh 1991);
- Evaluation of the Efficacy of Products and Techniques for Airport Bird Control (Transport Canada 1998); and
- Bird Hazing Manual: Techniques and Strategies for Dispersing Birds from Spill Sites (Gorenzel and Salmon 2008).

Bird control options for Husky's Operations may include the following:

- **Bird control radar systems-** 360 degree continuous monitoring with up to 256 programmable control zones for areas in size from under 1 ha to over 10 km² and up. Automated detection & non-lethal hazing of birds & other wildlife. Deterrent device options include Long Range Acoustic Devices (LRADs), lasers and conventional devices (propane cannons, bioacoustics & effigies).
- **Biosonics** - Species-specific alarm and distress calls have been known for over 30 years to be effective at dispersing some, but not all, species of birds. Because broadcast systems are mobile and versatile, distress/alarm calls can be very useful. Alarm/distress calls also can be used to create agitation in birds, thus enhancing the dispersal effect of other techniques.
- **Reflecting tape** - Reflecting tape is an elastic, three-layered tape that has a silver metal layer coated on one side and a coloured (usually red) synthetic resin on the other side (Bruggers *et al.* 1986). This type of tape flashes when it reflects sunlight, and produces a humming or crackling noise when it stretches or flaps in the wind. Because of its noise and reflective features, reflecting tape has been used to deter birds in agricultural settings and over ponds.
- **Human effigies / scarecrows** - Scarecrows are a flexible deterrent technique. They can be deployed on land or water, are mobile, and are inexpensive to construct. Scarecrows can be used in combination with other control products to enhance the overall deterrent effect. Over the long-term, however, scarecrows have proven to be ineffective. Their best use is in circumstances where temporary and local control is sufficient.

- **Falconry** - This is a highly effective technique but may not be useful on ponds as birds may dive to escape predators thus covering themselves with the hazardous material.
- **Radio-controlled model aircraft** - This is an effective technique, but skilled operators are needed.
- **Bird exclusion nets** - Actual physical barriers include devices and materials to cover or surround an area (netting and fencing). Bird-exclusion netting is made out of polyethylene, other synthetic materials, or cotton and is available in a variety of mesh sizes. It would not be practical to use these exclusion products where birds must be kept out of large areas due to high costs. These devices would be most useful in situations where the risk was confined, or for deterring birds from landing at specific sites such as nest sites.
- **Overhead wires and lines** - A grid, or series of parallel lines, of fine wire or monofilament line is strung on a level plane over the area from which birds are to be excluded. The spacing of the lines varies from approximately 1.5 to 12 m, depending on the species and feature to be treated. Sometimes wires/lines around the sides of the area are required as well.
- **Bird Balls™** - This is a relatively new and promising product that has been used to exclude water birds from industrial ponds in the western United States since 1993. Birds are denied access to a pond by covering the entire water surface of the pond with these high-density polyethylene (HDPE) 4-inch diameter spheres. The balls "hide" the water surface from the birds, although birds could probably land in the pond, and the balls would shift aside. Problem could be that balls would become covered in hazardous substances and would need cleaning. Wildlife Control Technology, Inc. is the sole North American distributor (Wildlife Control Technology, Inc. 2012).

It is recommended that a variety of deterrents be employed for better results.

The following techniques are **not** recommended due to hazards they present, ineffectiveness and/or fire risk at Husky facilities:

- Flares, pyrotechnics, firearms, gas cannons
- High intensity sound
- Ultrasonic
- Predator models (plastic owls)
- Lights

Currently the following facilities are using control options. Please contact them for further information.

- Husky Lloydminster Upgrader - high tension wires (installed 2009)
- Prince George Refinery - flagging, predator decoys, aerators

1.4.26.8 Incident Response

In situations where bird and other wildlife may be impacted by harmful substances including petroleum hydrocarbons, the incident should be treated as reportable and the Corporate Incident Management Flowpath and *Incident Management Code of Practice* must be followed. In the event of an oil spill, Husky's *Spill Management Recommended Practice* must be followed.

Internal reporting requirements include:

- The Environmental Coordinator is to be notified of any sick or injured wildlife found on a Husky site.
- Operations and Environmental staff should be notified immediately of the incident.
- Any death or oiling of multiple birds or wildlife has the potential to cause a media incident and Husky's Investor Relations and Corporate Communications group should be notified.

External reporting requirements include:

- Operations will notify the closest Animal Hospital that an animal will be transported to it. Husky's goal is that any identified animal should receive medical attention within one hour.
- If a spill affects birds or other wildlife, the Canadian Wildlife Service must be contacted. Canadian Wildlife Service will have jurisdiction in the following areas:
 - Providing information on the migratory bird resource and species at risk (under CWS jurisdiction) in the area of a spill (this includes damage assessment and restoration planning after the event);
 - Minimizing the damage to birds by deterring oiled birds from becoming oiled;
 - Ensuring the humane treatment of captured migratory birds and species at risk by determining the appropriate response and treatment strategies, which may include euthanization or cleaning and rehabilitation.
- If oiled wildlife is found in Saskatchewan, Saskatchewan Environment must be contacted.
- Western Canada Spill Services (WCSS) should be contacted;
- In addition, the *Incident Management Code of Practice* must be followed with respect to other external reporting requirements.

A Corporate Incident Report form will be filled out for any bird or wildlife that has been injured or oiled. If birds or wildlife are oiled it should be classified as a Serious Incident (2) at a minimum.

1.4.26.9 Capture, Handling and Transport of Oiled or Injured Birds and Other Wildlife

In the event that a bird or other wildlife does become trapped in a pond or exposed to a hazardous substance, an effort must be made and documented to rescue the animal. Operations personnel will coordinate retrieval of the animal. No employee may be put at risk in order to retrieve an animal.

Action Plan

An action plan should be developed before attempting to capture an oiled bird or wildlife. A bird capture team consists of two or more people. The team should be familiar with the bird's natural history and behaviour, as this knowledge will allow them to implement capture with minimal stress on the bird.

Capture and Handling of Birds or Other Wildlife

Equipment most commonly used for capture includes: dip nets, capture cloths (usually towels) and cardboard transport containers or boxes. Note that Western Canada Spill Services (WCSS) has bird hazing equipment in the equipment trailers.

Birds and other wildlife impacted by oil are vulnerable and can be injured or stressed by capture. The capture of an oiled bird or other wildlife should be done as quickly as possible and with minimal noise and pursuit to reduce stress to the bird. If the bird is not captured following three or four attempts, the capture team should consider giving the bird a chance to rest. Continuing pursuit of a stressed bird may result in injury or drowning.

Small birds such as sandpipers can be cupped in the hand. Medium-sized birds, such as ducks, can be handled by using the body hold. Large oiled birds (e.g. Canada geese) are often handled using the buddy system. If a dip net is available, place the dip net in front of a large moving bird and let the bird enter the net. Do not attempt to swat the bird as it can easily be injured by the stiff rim of the net. Once the bird is in the net, the rim can be turned sideways against the netting to prevent escape. As soon as the bird is caught, open the net and cover the bird with a towel for removal.

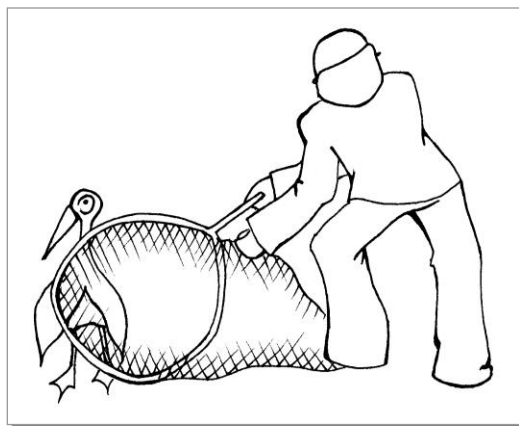


Figure 1 – Capture Technique

The following are some basic rules for handling birds that are safe for both the bird and the handler:

- Approach bird or wildlife from behind or from the side if at all possible.
- Eye contact should not be made with the animal as the bird will see this as a threat and try to flee. Remember that the bird perceives you as a predator.
- If handling a bird alone, hold the bird at waist level and away from the face to avoid injury; use a firm grip and restrain the head first, but do not grasp the neck.
- Always maintain control of the bird's head, only letting go when the bird is in the transport container.
- Do not grip the bird too tightly as this may restrict its breathing. If holding the beak closed, be careful not to block the nares (nostrils) or the bird will not be able to breathe.
- Cover the bird with a towel as it will help you to get a grip on the animal and it will minimize visual contact which may allow the animal to calm down.
- Speak softly to the bird once it has been captured as this will minimize stress on the bird.

Transporting Birds or Other Wildlife

Cardboard transport containers, approximately twice the size of the bird, should be used. Approved bird transportation boxes are available from suppliers.

The following are guidelines for transporting birds.

Place paper or cloth towels on the bottom of the container to absorb oil and droppings.

Holes should be cut in the sides of the container for ventilation. Oil on freshly oiled birds will usually emit vapors – thus good container ventilation is essential. Note that these vapors can also affect humans and care must be taken to minimize human exposure. Usually, only one bird is placed in a transport container. An exception can be made in the case of compatible species which are not aggressive towards each other.

Label the container with the following information: date, time, location of capture, and any noted injury and nature of contaminate.

Leave adequate space between each container (at least 12 cm) to ensure adequate ventilation. Pieces of wood can be used as separators to prevent containers from being forced together. Containers should be secured to prevent load-shifting during transport.

Keep the container and the bird in a quiet place and minimize temperature extremes around the container until transport is available. The temperature inside the transport vehicle should be 20°C to 21.2°C. If the bird is wet, has a large open wound or is emaciated, the temperature should be raised to around 26.5°C. Transport containers provide good insulation, so it is possible for the birds to overheat during transport. Signs of overheating include panting or open mouth breathing and, in some cases, seizures. If you think that a bird is overheated, it can be misted with cool water.

Check the birds periodically (once per hour), to monitor their conditions. Do not check the bird too frequently, as this will produce added stress.

Never check on a bird by placing your face or eyes close to the holes in a container or close to the openings.

The bird should not be exposed to human voices or music, or to domestic animals while in the container.

Dead Wildlife

Wildlife that is found dead and un-oiled must be taken to the local government Fish and Wildlife office for disposal. If dead migratory birds are found, personnel are directed by the Environment Canada to delivery such birds to provincial authorities for an avian virus analysis.

Oiled wildlife is considered hazardous material. Contact your Environmental Coordinator for advice. It is not recommended that large dead wildlife be handled (i.e., deer, bears). Contact your local fish and wildlife office for assistance.

Refer to Section 1.4.26.9 for information pertaining to capture, handling and transport of oiled, injured or dead birds and other wildlife.

1.4.27 Notification of Next-of-Kin

This guideline applies for Notification of Next-of-Kin for:

- A serious injury
- A fatality
- Company personnel may be involved in an emergency who are unharmed, but are not able to contact family members to advise of their status
- Other situations where Husky may need to contact family members of its staff.

Contractor Next-of-Kin Notification

- If an employee of a contractor employed by Husky is injured, the Incident Commander and Corporate Response Director will ensure that the contractor's head office is notified. The Contractor is responsible for their own employees notification of Next-of-Kin
- In the case where a contractor is a small operation, or with no office, Husky will request that the RCMP identify and notify the next of kin.

Employee Next-of-Kin Notification

The Incident Commander is responsible for the notification of Next-of-Kin and this will be coordinated by Husky Corporate Response Director and Human Resources. Husky will request that notification be made by RCMP Victim Services, accompanied, if possible, by the most senior company field representative or appropriate Husky representative known by the family. Consideration should also be given to having next of kin notification support by clergy or a representative of the deceased religious background, if available.

If a company employee is seriously injured, missing or killed, it is the responsibility of the Incident Commander to ensure that Husky provides prompt notification to the Police so that the immediate family is notified as quickly as possible.

Note: Death can never be declared by Husky no matter how obvious

Policy

- In telephone or radio communications, personnel are to exercise extreme discretion regarding the names of the injured or deceased. If at all possible, use secure landlines when having any such discussions.
- Under no circumstances are the names of casualties or missing persons to be released. The release of names will only be done by the appropriate authorities.
- In the case of death of a Husky employee or Contractor employee, the Next-of-Kin notification should be done in person by the RCMP and, when possible, with assistance of a Husky representative. However, notification is not to occur until a medical doctor or medical examiner with the RCMP has pronounced the casualty legally dead.
- If the incident involves the death or serious injury of a member of the public, local police will be contacted by the Incident Commander (or designate) and asked to notify the Next-of-Kin.
- The Incident Commander will ask that the Corporate Response Director task Human Resources staff to provide the necessary support to help shield affected families from excessive media harassment, if required.

Considerations

- The On-site Supervisor should attempt to obtain names of all witnesses to the accident and make any notes that may assist in obtaining written statements from witnesses in case the Police ask for the following information:
 - Deceased's proper name, address, date of birth, and other identifiers
 - All facts surrounding accident/reason for death
 - Time and location of incident
 - Exact time of death, if known
 - Names of attending physicians when death was pronounced
 - Names of attending officers and / or witnesses
- Police, Medical Examiner, Occupational Health and Safety, and a member of Husky's Corporate Response Team and/or senior management may travel to the site to meet with the Incident Commander and the On-site Supervisor. All material and equipment involved in a fatal accident are to remain untouched until cleared for removal by the Police.
- The On-site Supervisor should attempt to document all valuables belonging to the deceased before turning them over to the Medical Examiner. A signed receipt should be obtained from the person taking custody of these materials.

Guidelines - for Husky personnel supporting RCMP Victim Services

While the RCMP Victim Services have their own protocol, Husky believes that initial notification to Next-of-Kin of a death or serious injury may be difficult and usually very emotional but it is also very important.

Some helpful points for Husky personnel supporting RCMP Victim Services are:

- **Triple check** the casualty's identity before notifying the family.
 - Confirm the relationship of the casualty to the relative being notified.
 - Notification will attempt to be made in person. In cases where the Next-of-Kin are remote to the emergency scene, the police should be requested to notify the immediate family, possibly without a company presence.
 - In the case of death, no notification should be given to Next-of-Kin until a medical doctor confirms the casualty's condition. If the Next-of-Kin do not live in the vicinity, notification should be routed through the police.
 - Identify the time and location of the accident and the current location of casualty.
- The most senior company field representative or appropriate Husky representative known by the family should be considered to accompany the police in making notifications. Should the appropriate person be unavailable, the Incident Commander together with the Corporate Response Director will assign a staff member so there is no unnecessary delay in making notifications. Consideration should also be given to having next of kin notification support by clergy or a representative of the deceased religious background, if available.
- Identify the time and location of the accident and the current location of the casualty.
- Present facts without speculation. Do not discuss personal perceptions of liability or fault. Offer assistance, such as transportation to the hospital.
- Advise the family that a company representative will attempt to contact them to discuss any immediate and future needs. Follow up on this commitment.

The notified individual should not be left alone after initial notification is given.

1.4.28 Post Incident Procedures

Post-Incident procedures may involve five major activities and are usually coordinated by the Incident Commander and On-Site Supervisor. The Corporate Response Director will be responsible for any corporate contacts and the Liaison Officer will contact involved government agencies.

Post-incident activities are:

- Emergency Call-down Notification
- Assist public / landowners / workers
- Site cleanup and / or repairs
- Review and Debriefing
- Incident Investigation Reports and Records

Emergency Call-Down Notification

- The Incident Commander in consultation with the AER / MER and/or other regulatory body and members of the Corporate Response Team will order “Return to Normal” status.
- All response team members and on-site personnel, including contract personnel and emergency services, will be notified.
- All previous contacts including public, workers, landowners, government and industrial operators must also be notified of the end of the emergency.
- Ensure a media statement is prepared and delivered by Corporate Communications.
- Debriefing meeting(s) with company personnel (including insurance, legal, and human resources as appropriate) must be conducted.
- Debriefing meeting(s) to review effectiveness of the ERP must be conducted.
- Debriefing meeting(s) with residents, landowners, AER / MER, and other government agencies and all other impacted parties may be conducted.
- Document all “Return to Normal” activities.

Assist Public / Workers

Prior to the “Return to Normal” signal:

- Ensure that all evacuated areas are safe to re-enter;
- Transportation is available for returning evacuees if required and;
- Residences and other buildings are ventilated and monitored for gas pockets before allowing re-entry.

After Call-down:

- All evacuees are contacted within 24 hours of resettlement to check their situation and follow-up meetings are conducted with area users to resolve any concerns they may have.
- All work areas, safety equipment, machinery and tools are cleaned, repaired and returned to their proper location.
- Maintain security until all residents / workers have returned to their homes / worksites.
- Ensure appropriate resident / landowner / worker expense / damage claims are promptly collected and processed.
- Arrange to communicate with the residents / landowners / workers to answer questions and address concerns.
- Document assistance activities.

- Review needs for Critical Incident Stress Debriefing with [REDACTED], response personnel and appropriate public.
 - Husky uses [REDACTED] to deliver a full suite of counselling services including Critical Incident Stress Debriefing (CISD) for affected persons. Husky has provided training to leaders to identify what to watch for, and how to forward a recommendation, and has clarified that [REDACTED] will ensure qualified staff are selected to perform the debriefing.

Site Cleanup and / or Repairs

- If serious injury or death has occurred, the scene must be left undisturbed.
- Secure incident site until all investigations are completed.
- Prioritize cleanup activities and restore the site to normal operating conditions utilizing all available staff.
- Conduct any safety or environmental inspections.
- Document all cleanup activities.

Review and Debriefing

The effectiveness of the ERP shall be reviewed after the end of the emergency. In some situations, a formal debriefing may be held. The objective of the debriefing should be to improve emergency preparedness and response by identifying areas of success and areas requiring improvement (a debriefing should not be a fault-finding mission). If one is held, all groups that responded to the emergency should be represented. The representatives should come prepared with complete details of their activities during the emergency and, where possible, provide supporting documentation. Common elements of an effective debriefing include:

- a. A facilitator;
- b. A secretary to record the proceedings;
- c. A review of the sequence of events, including timing and actions taken; and
- d. Identification of those portions of the ERP that were effective and those that require improvement.

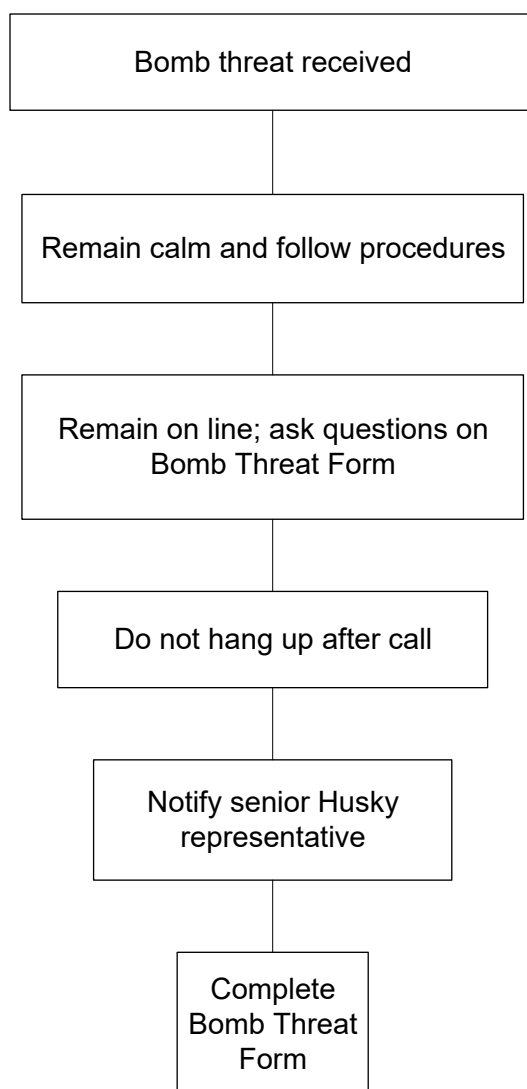
Action items identified during the debriefing should be documented and assigned with completion timelines, key lessons learned from emergency outcome should be shared with the appropriate parties, and the ERP should be revised as necessary. Separate debriefings may be held with different groups that participated in the emergency (e.g., emergency services organizations, the media, etc.).

Documentation recorded must be retained for five (5) years to be provided to the AER / MER upon request. Form 27: Post Incident Learnings can be utilized.

Incident Investigation Reports and Records

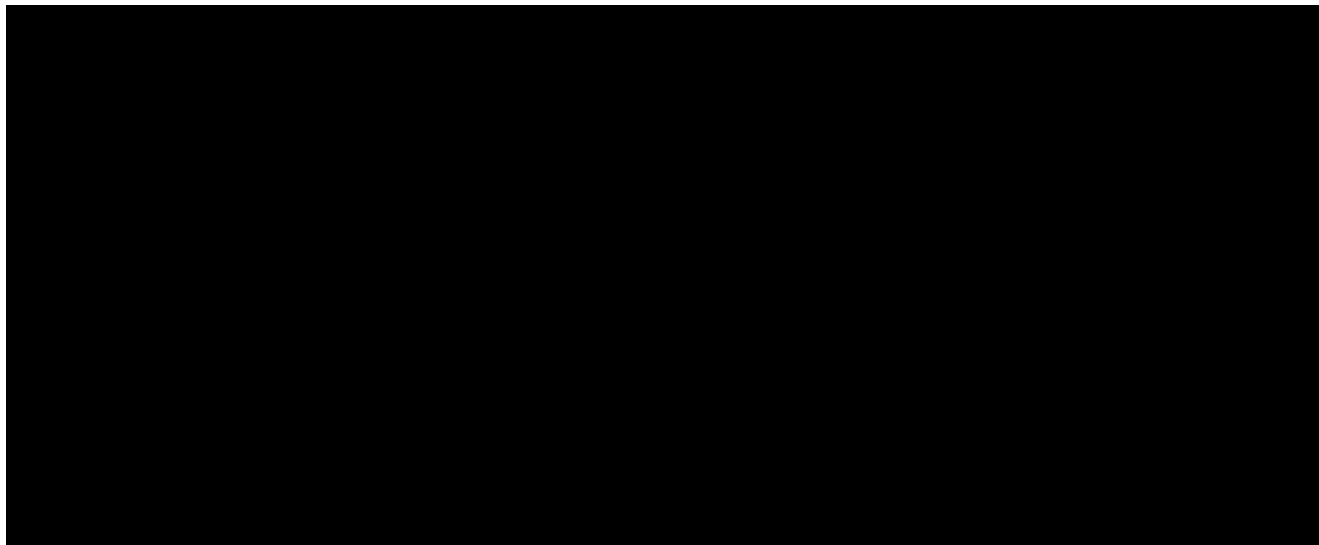
Incident investigation reports and records are coordinated by the Incident Commander who will ensure that the following steps are completed:

- Analyze and review all documentation and physical evidence to establish probable cause of incident.
- Review effectiveness of response procedures including safety standards utilized, media and public relations actions and environmental control measures. Identify the strengths and weaknesses of the process and the response.
- Evaluate effectiveness of internal and external communications systems, notification and call-down efforts.
- Identify the legal and environmental consequences resulting from the incident or response.
- Estimate current and future expenses related to the incident.
- Prepare a comprehensive corporate report recommending incident prevention measures, improvements to emergency response procedures and required company policy changes.
- Ensure all responders, employees, contractors and involved government and community agencies are recognized for their efforts.
- Collect all documentation from all field, contract services and corporate response members.
- Photograph, video and tape-record as much information as possible.
- Ensure all statements, time and event logs, forms, etc. are indexed for storage.

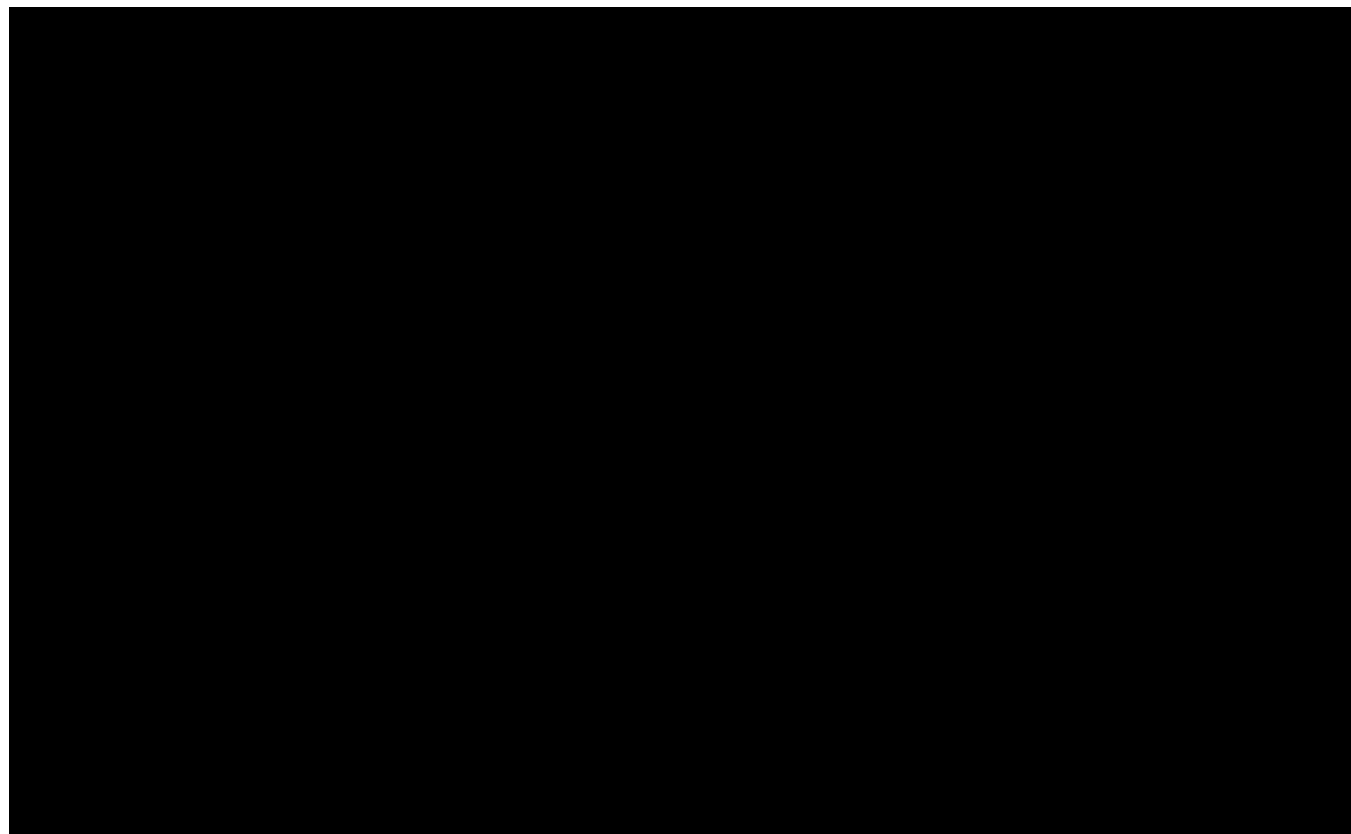
1.4.29 Security Issues (Criminal Acts)**Telephone Bomb Threat****Bomb Threat Flow Chart**



Response Actions

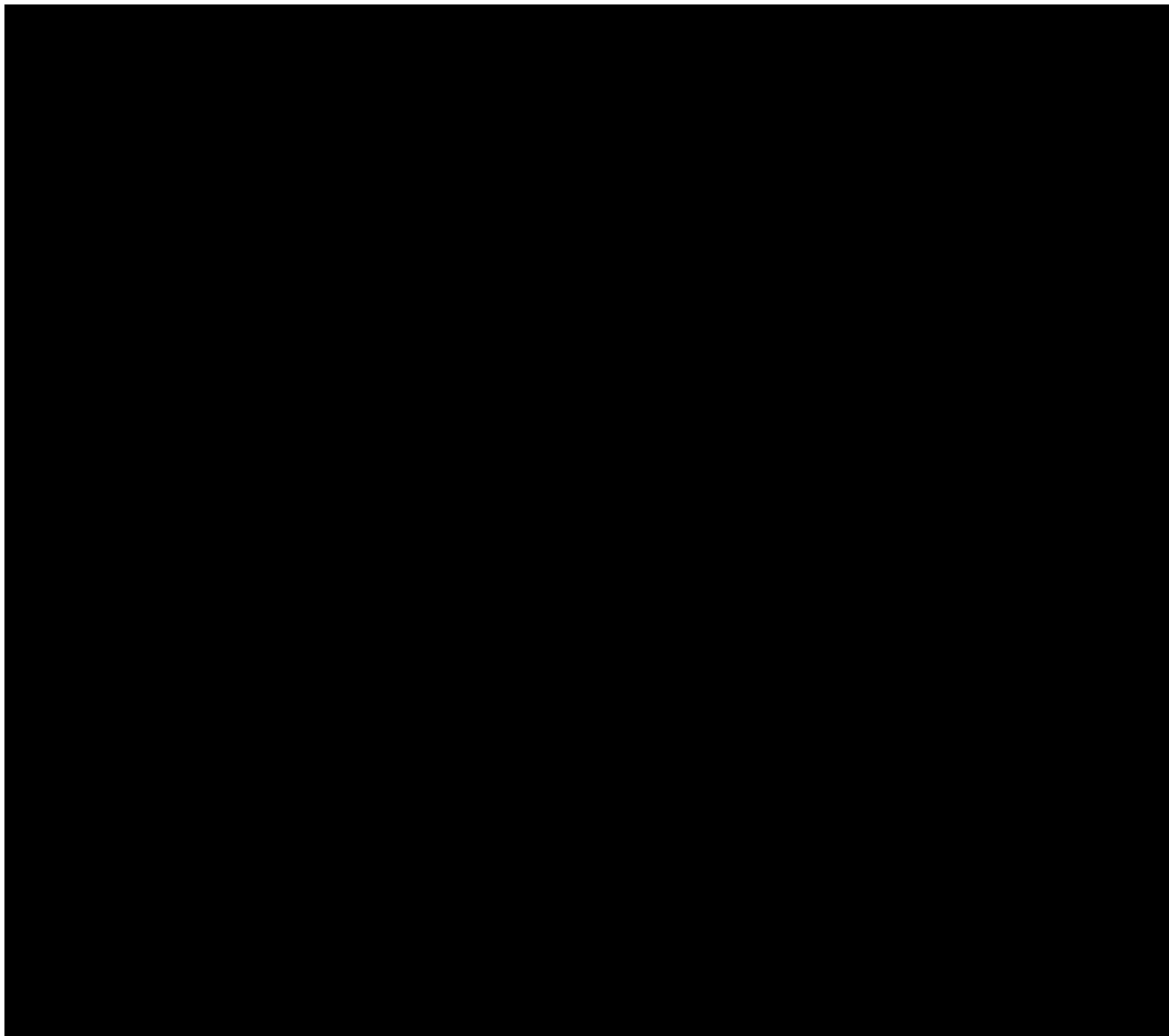


Incident Commander (Senior Husky representative):

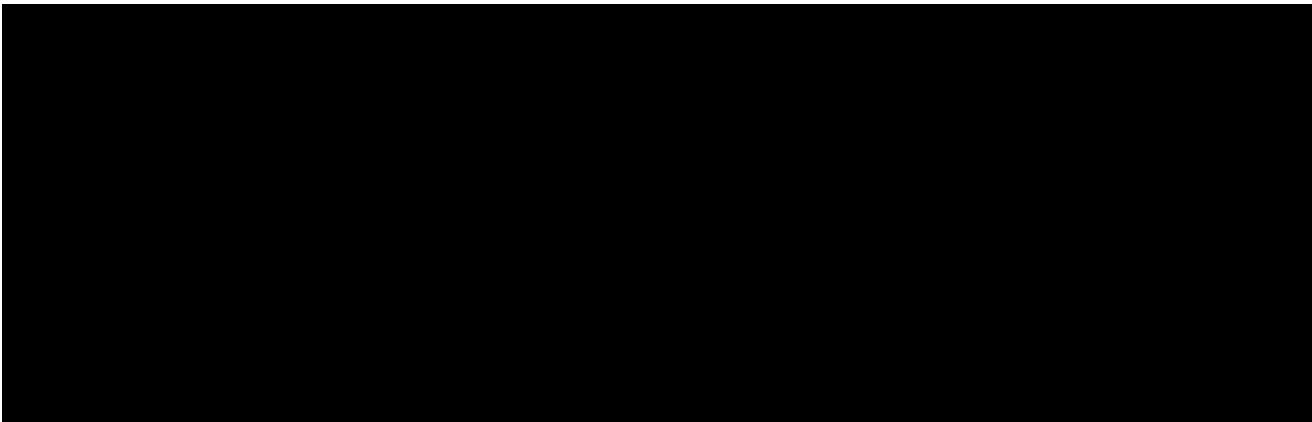


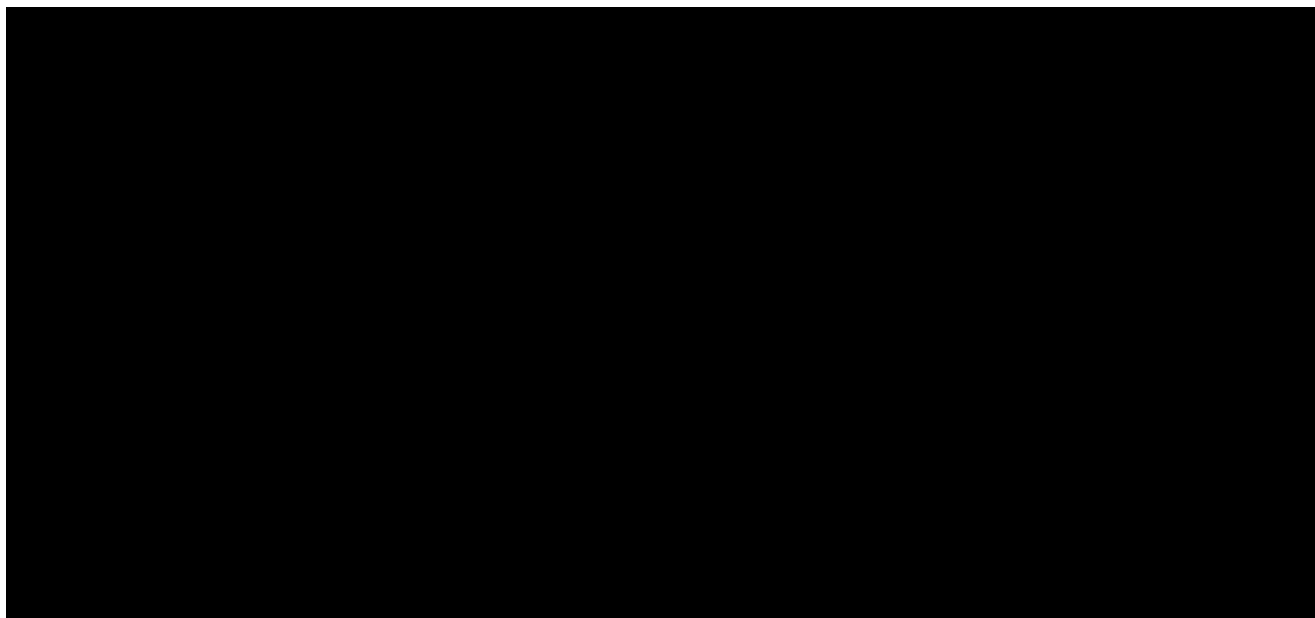


Search Procedures

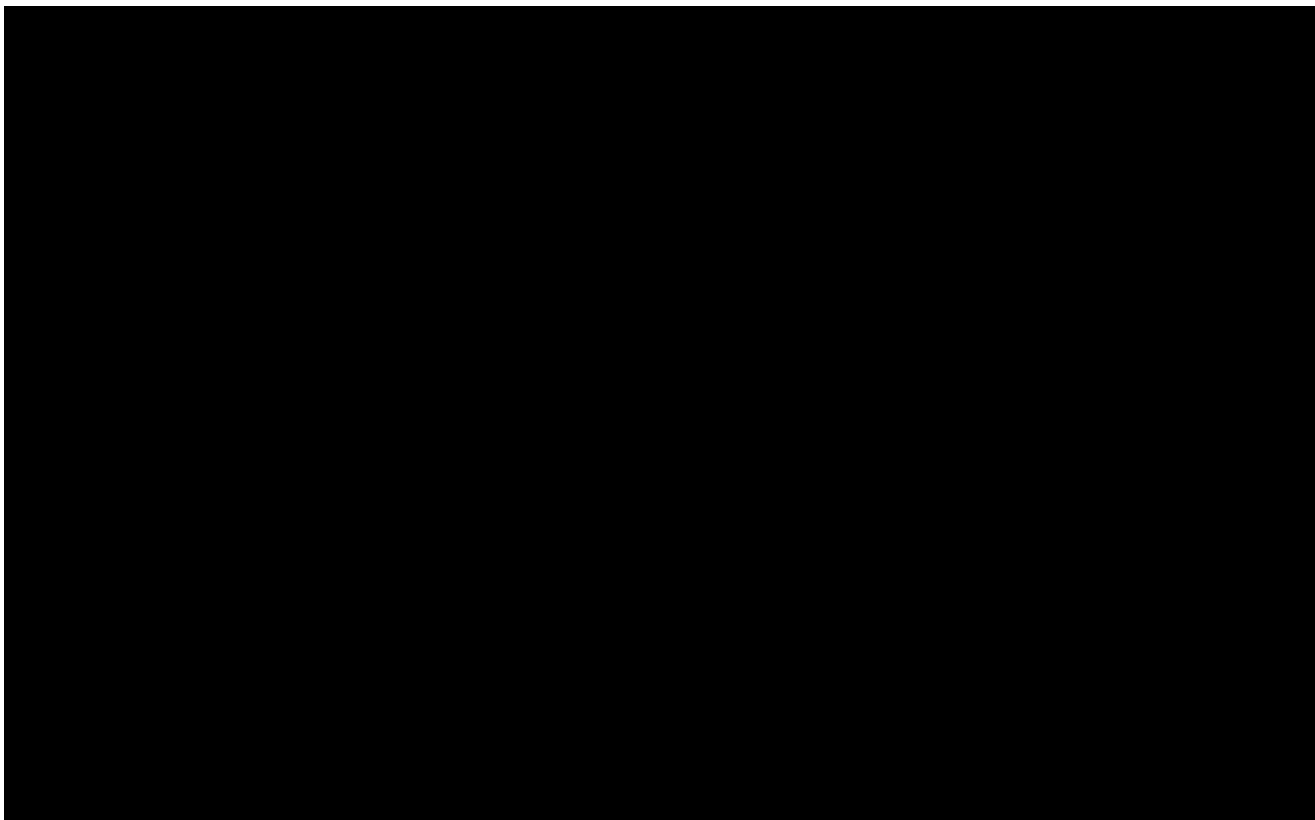


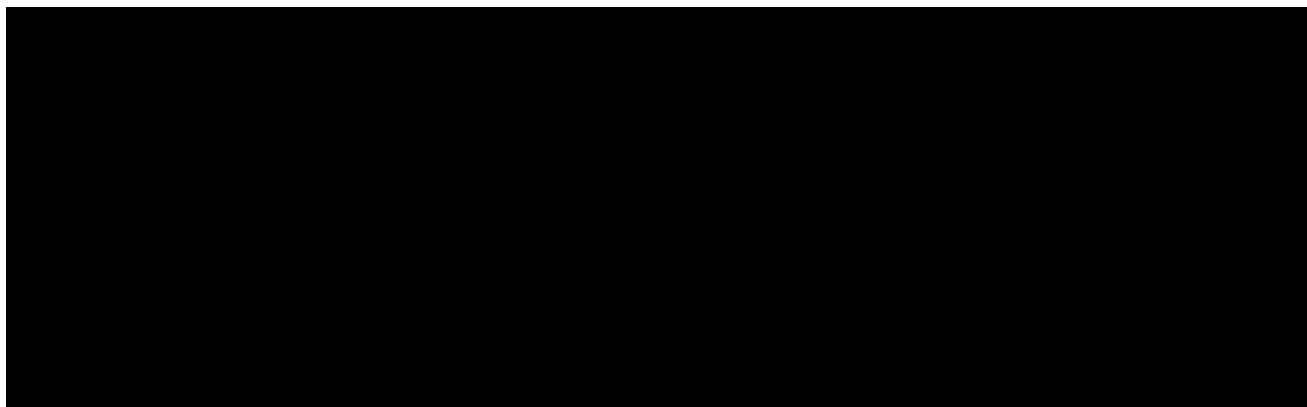
Guidelines



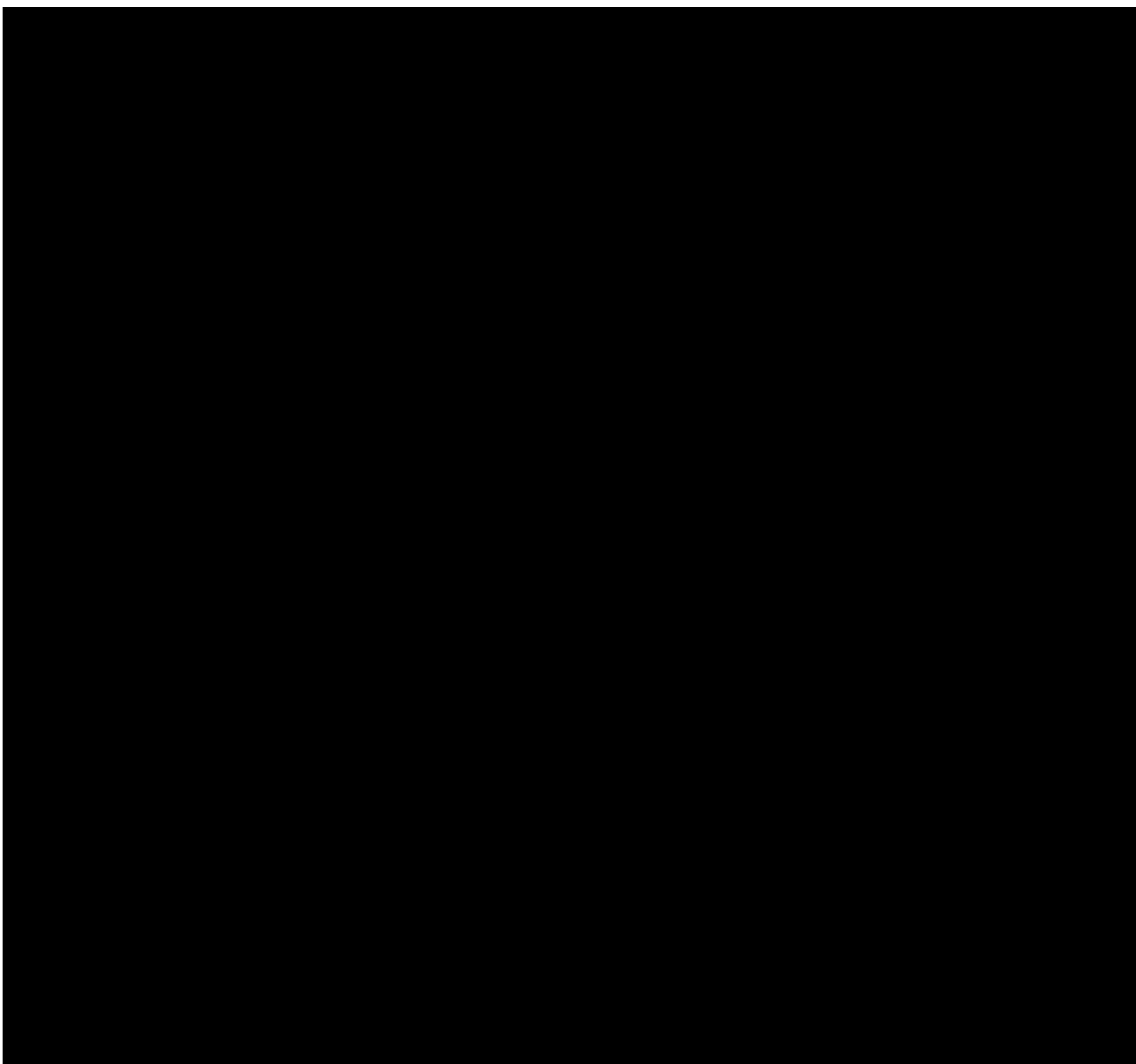


Receipt of Suspicious Letters or Packages



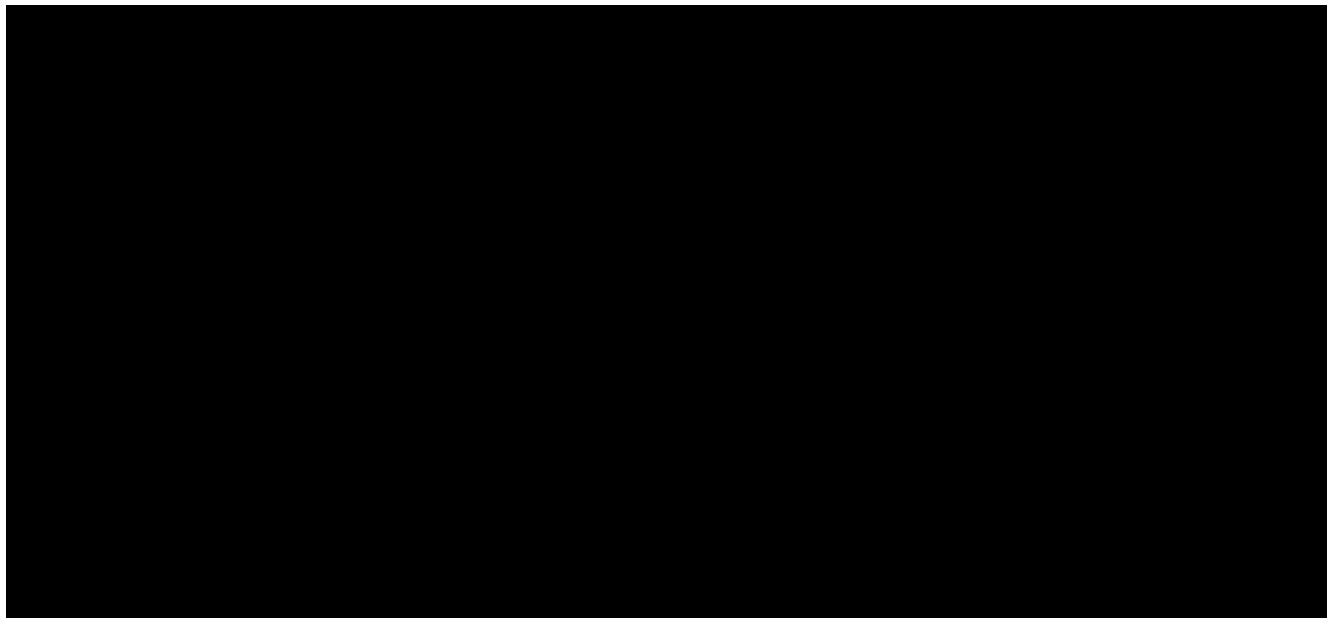


LETTER AND PACKAGE BOMB INDICATORS

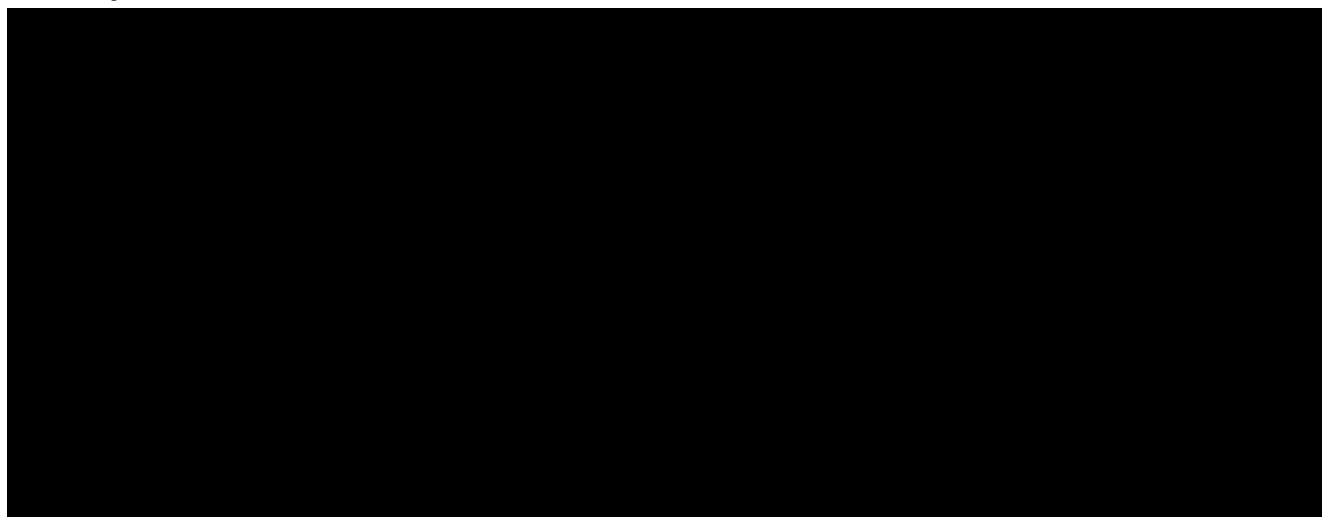




Terrorism

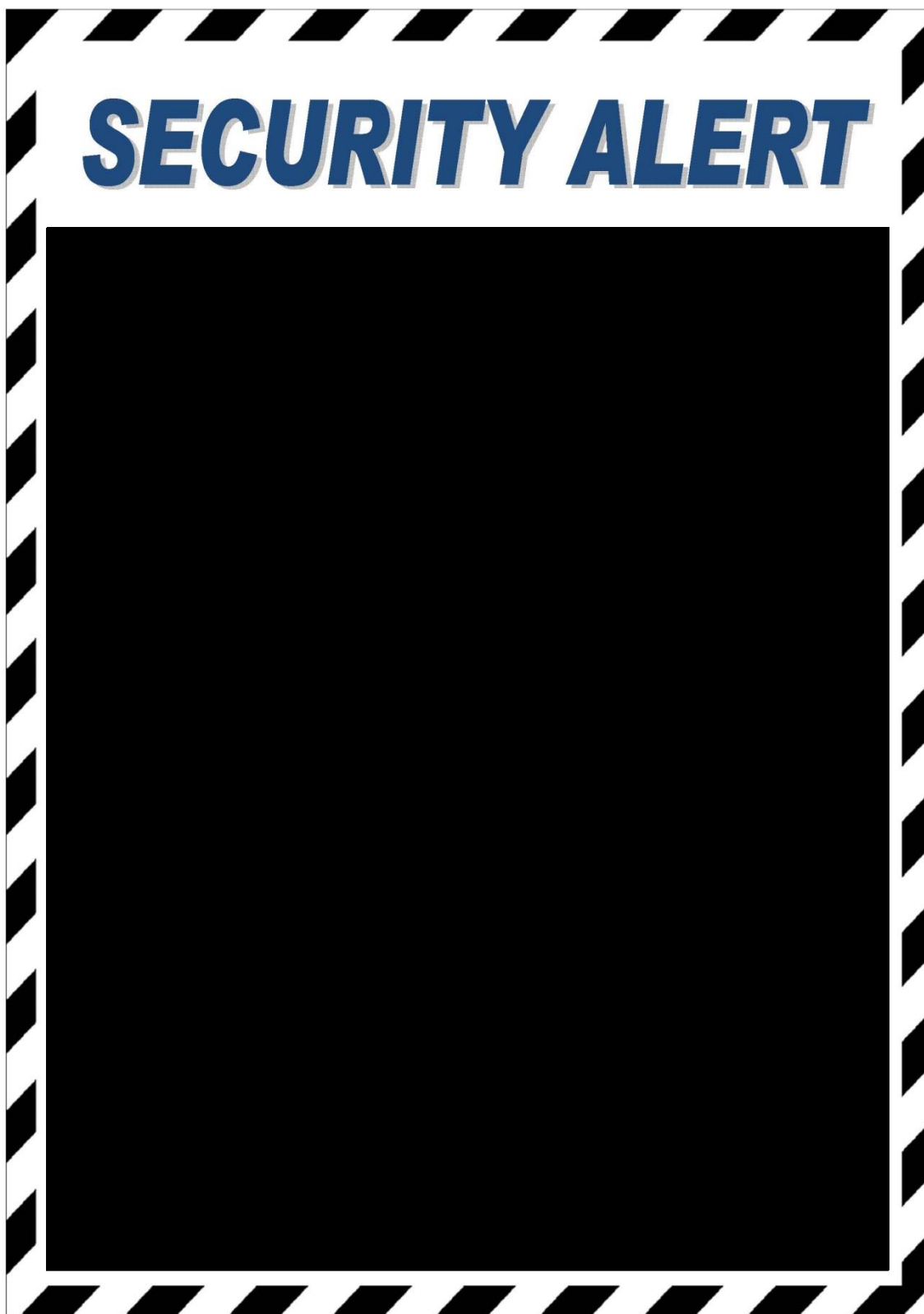


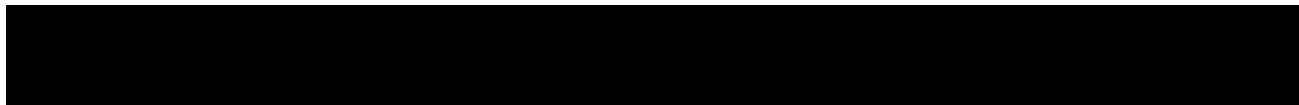
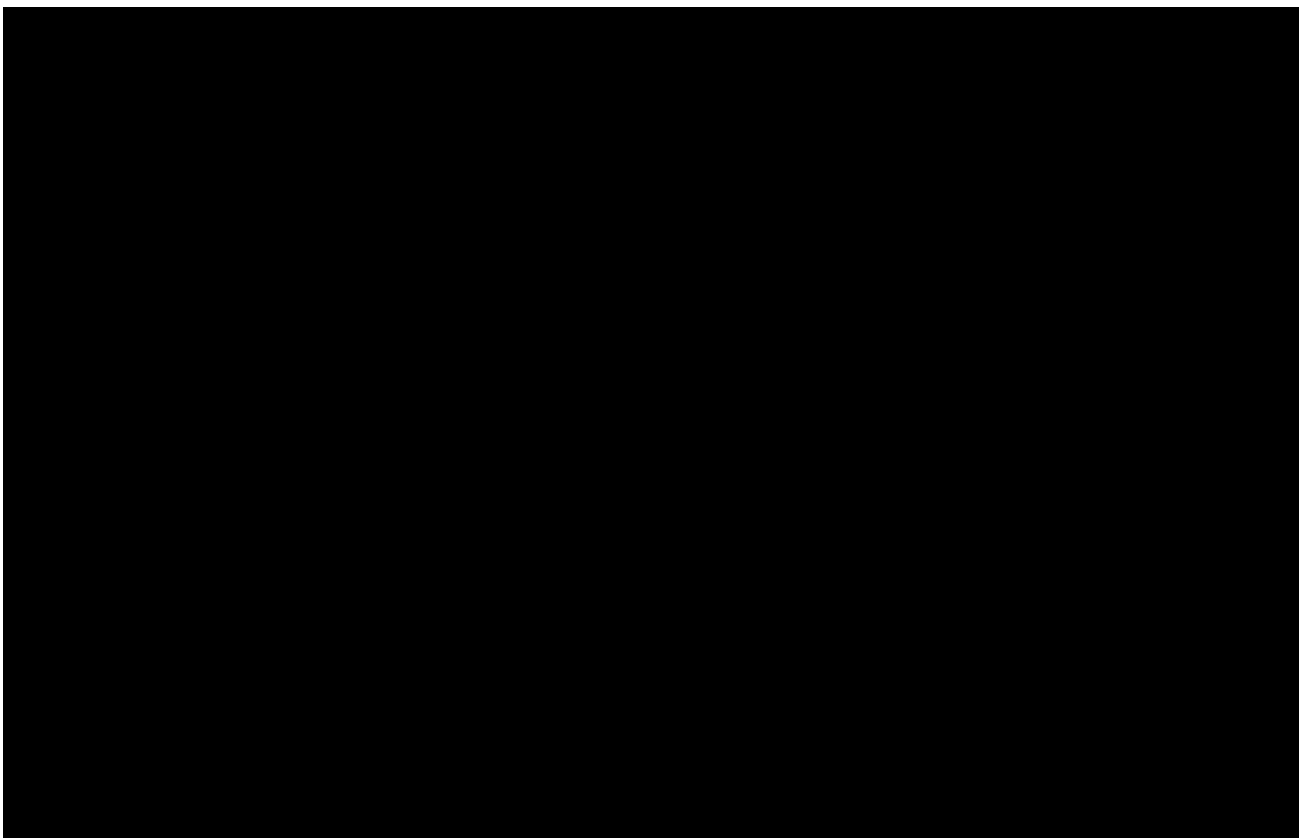
Response Actions





Suspicious Person / Trespasser



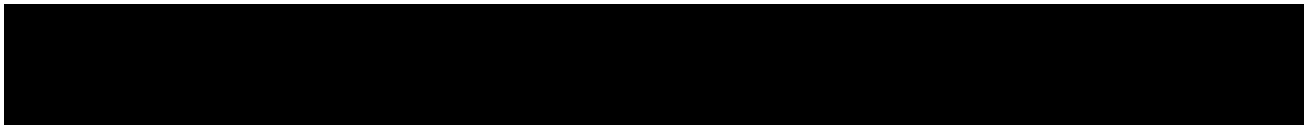
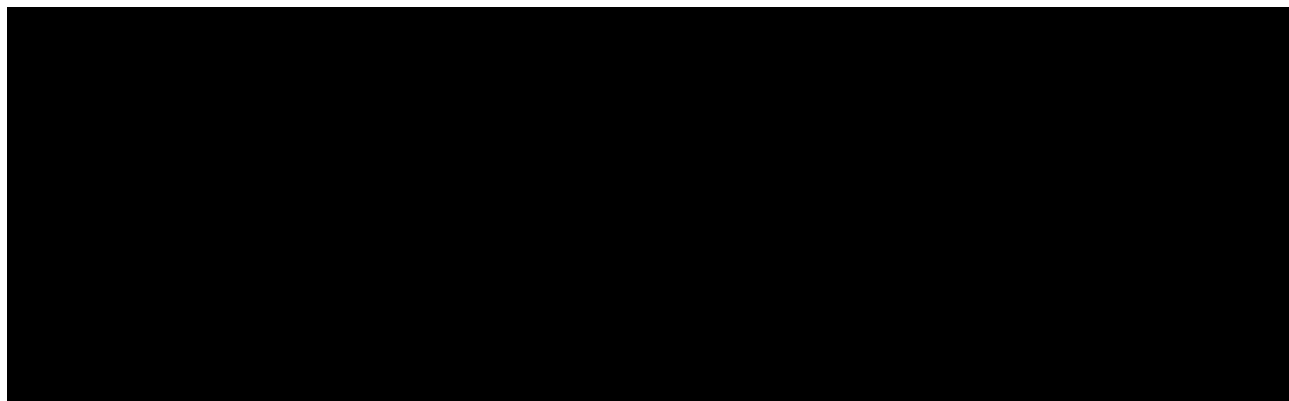
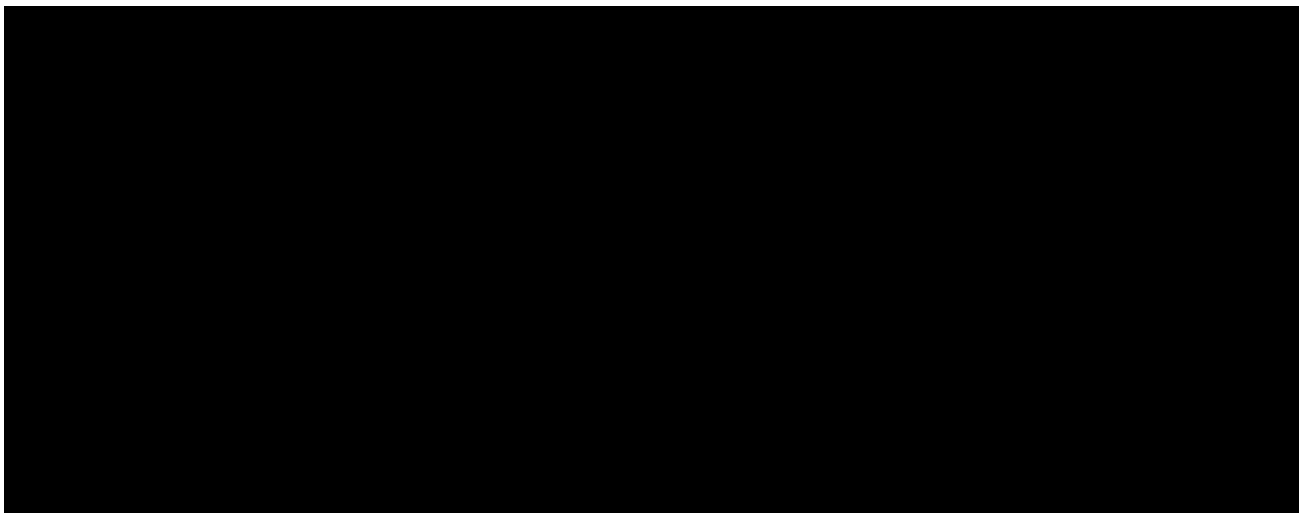
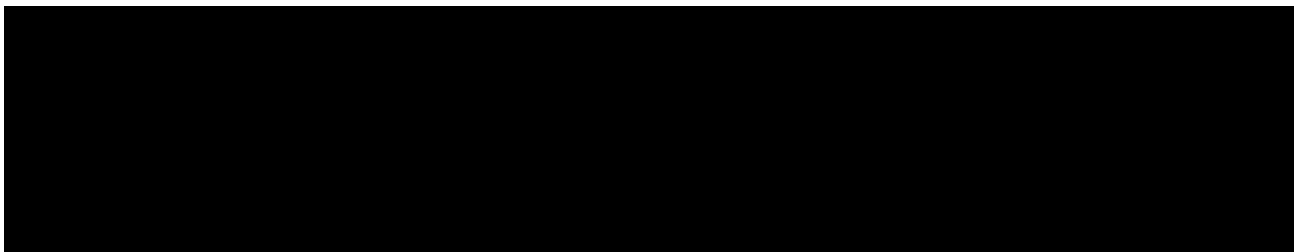
Protesters, Demonstrations and Blockades**Response Actions:**

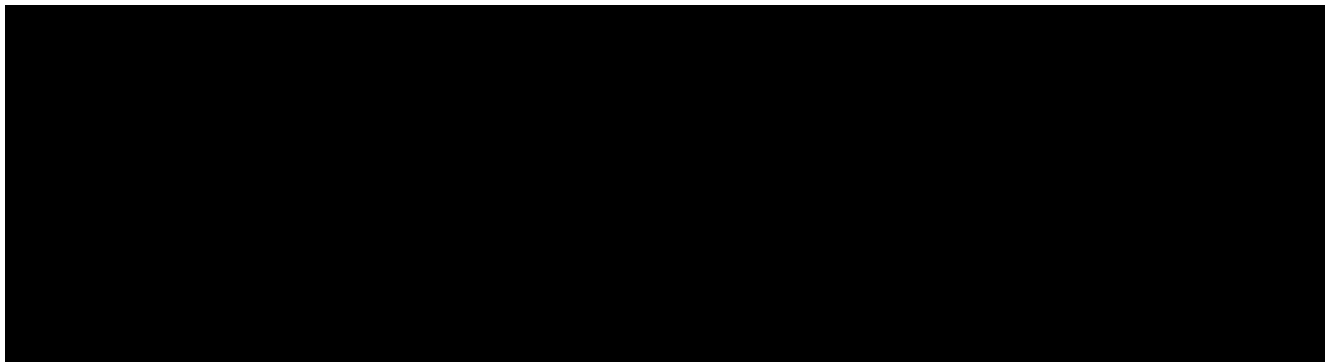
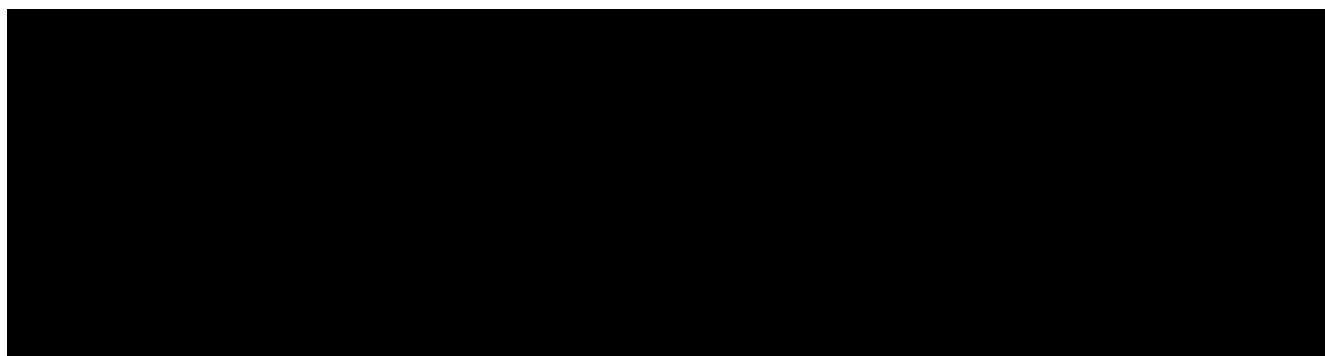
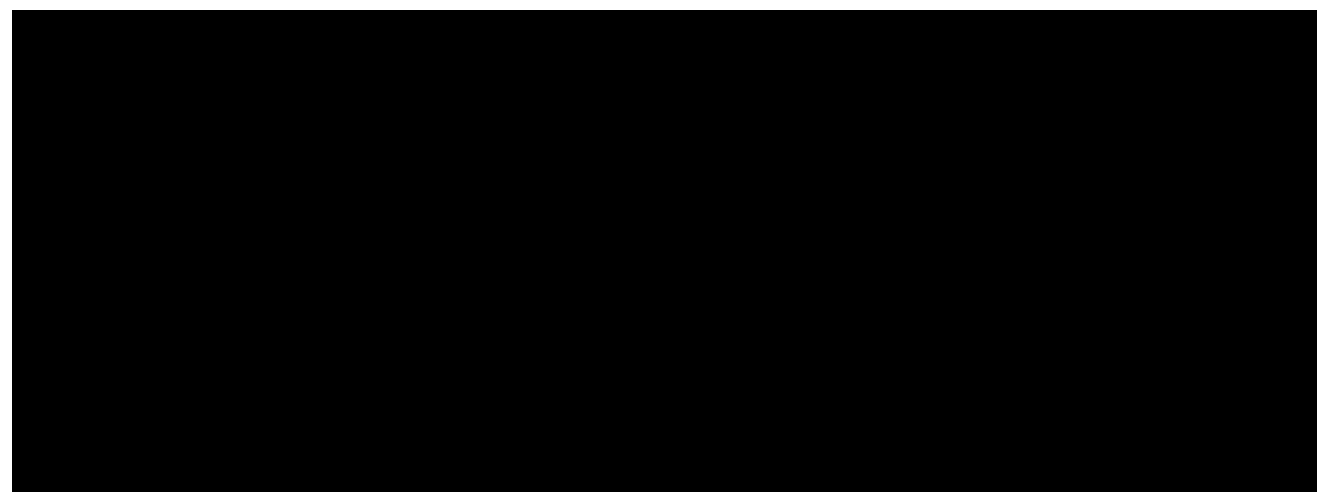
ERP Response Levels:

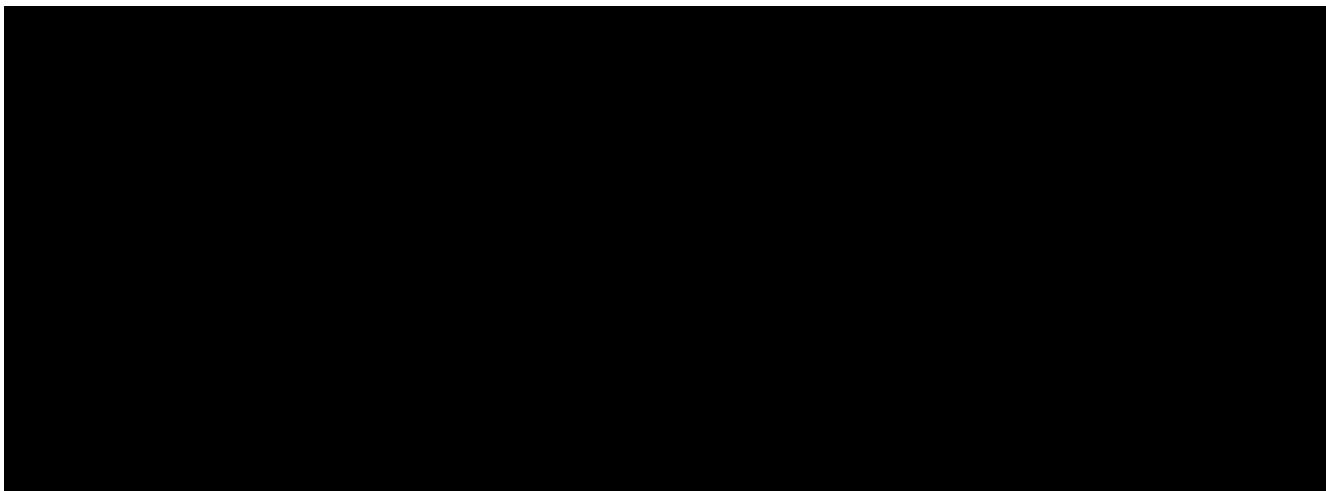
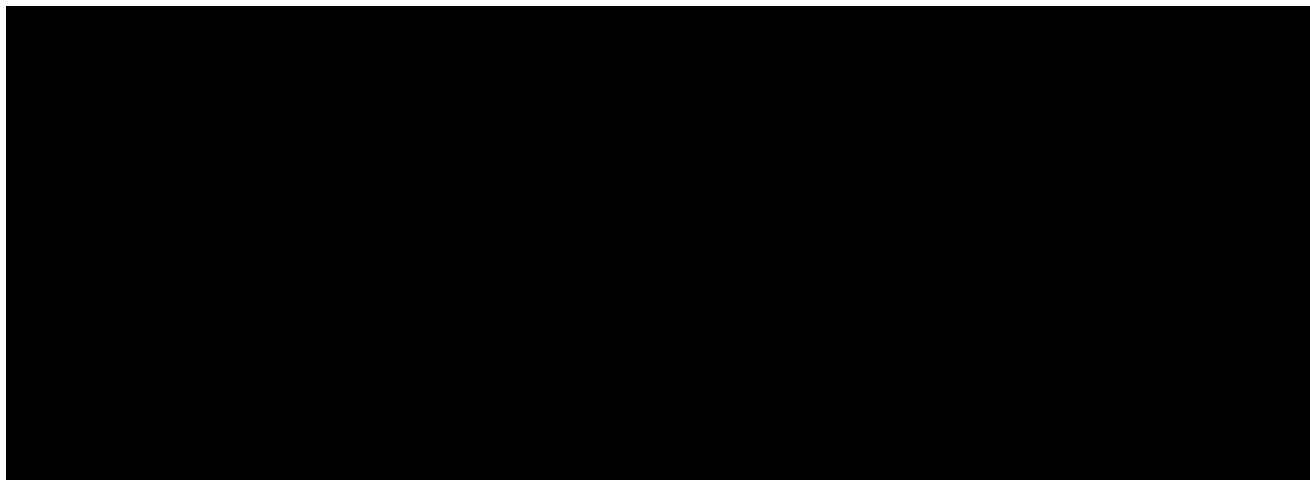
Normal		
Alert		
Level 1		
Level 2		
Level 3		

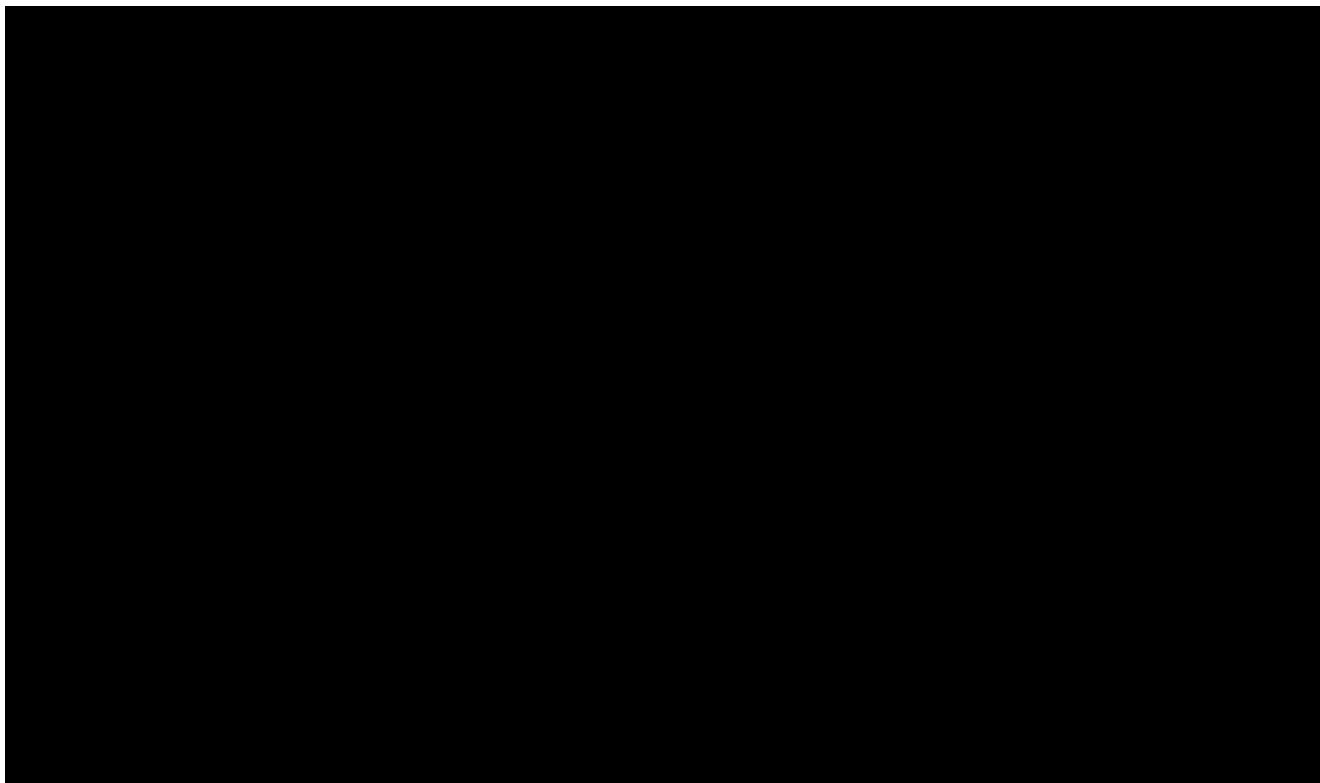
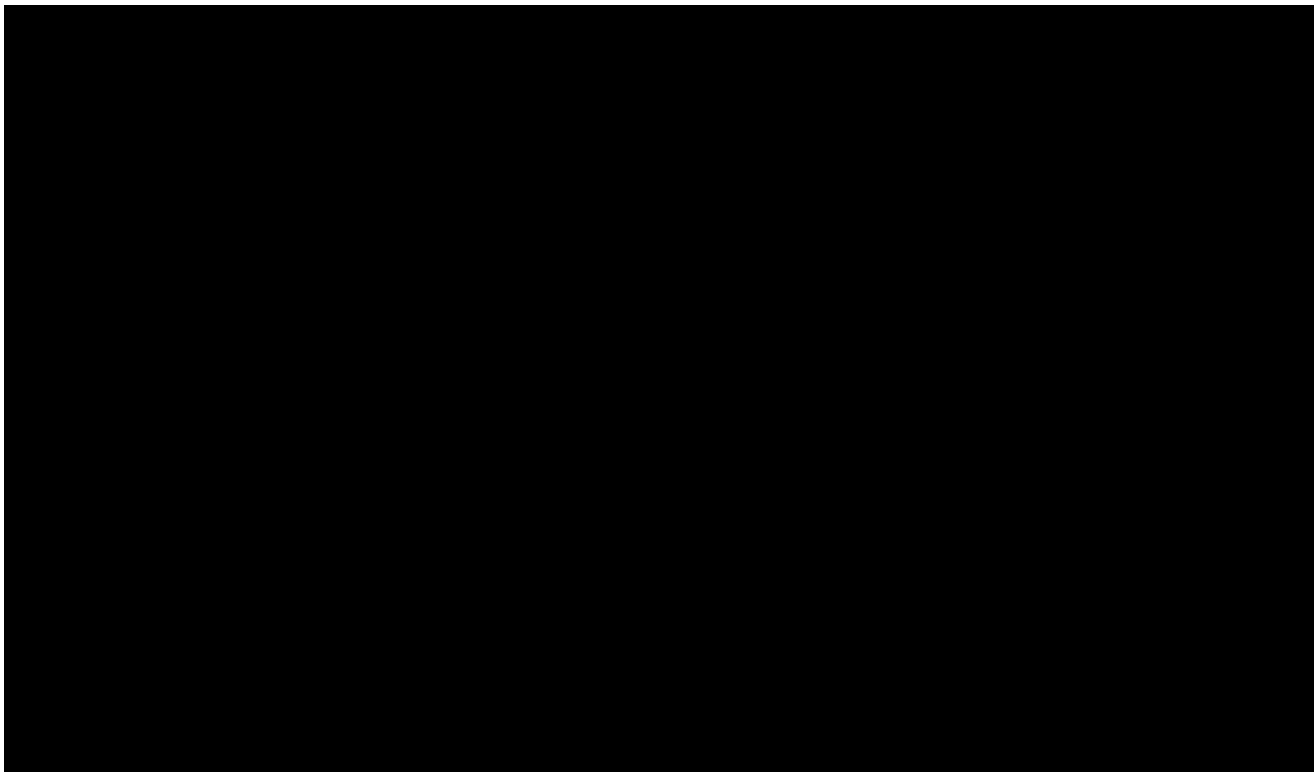
Protester Statement

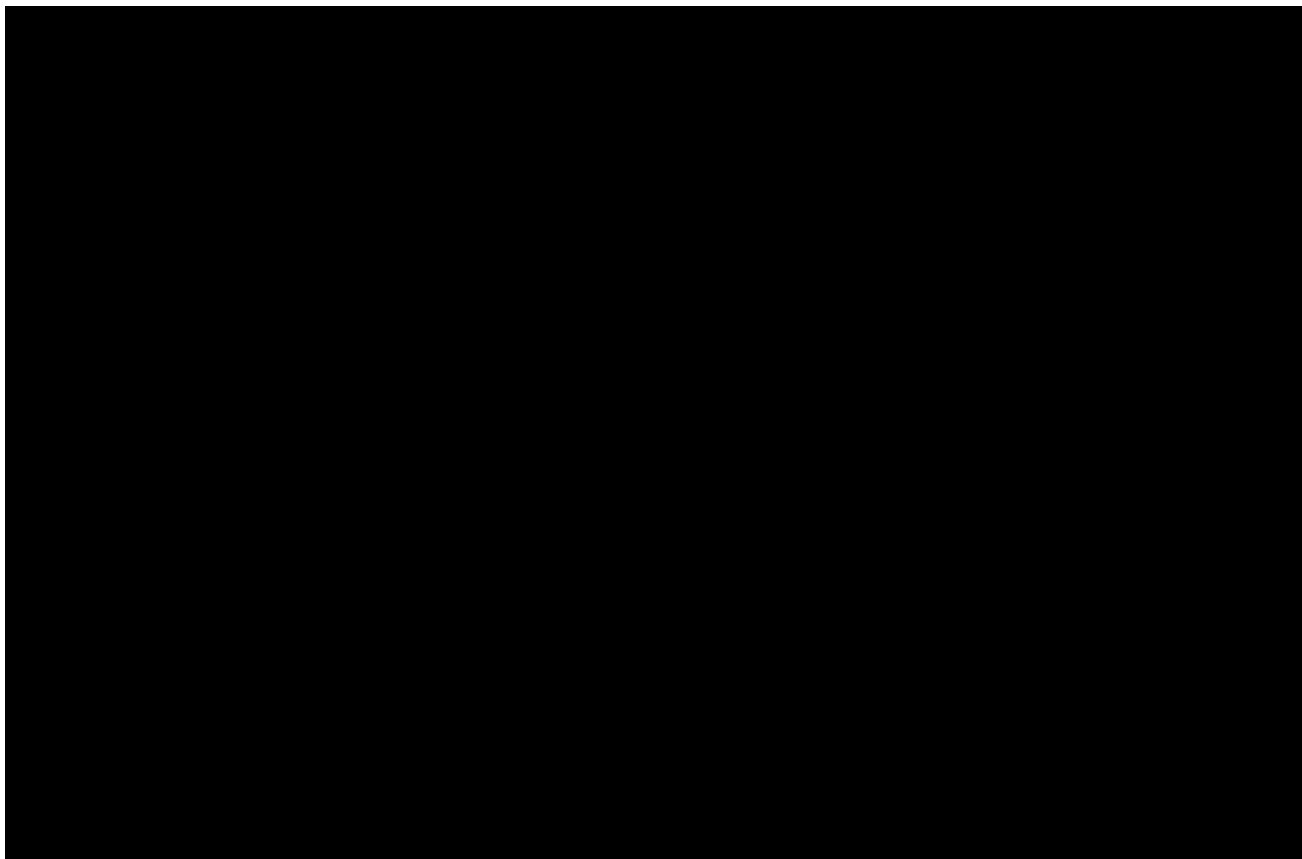
--

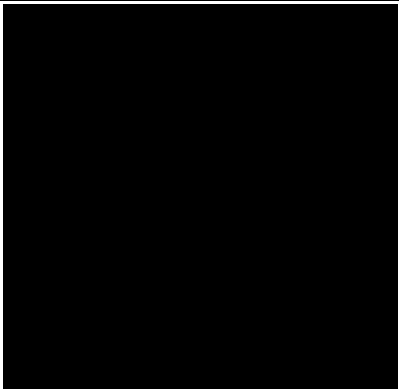








Active Assailant Situation**Evacuate (Run)****Take Cover (Hide)****Take action (Fight)**

How to Response when Law Enforcement Arrives:**How to React when Law Enforcement Arrives:****Information to Provide 911 Operators:**

Hostage Situation**Full Evacuation****Partial Evacuation**

Cyber-Attacks**Vandalism**

Criminal Activity, Reporting and Crime Scene Preservation

Criminal Activity Level	Actions	Who to Contact	Follow-up Actions
No Immediate Threat (Level 1)		 	 
Crime in Progress (Level 2)	 	 	 

- Use this form to report mischief (vandalism) and/or theft occurrences on Electrical, Oil and Gas Sites;
- Form must be completed for all such occurrences on Electrical, Oil and Gas Sites properties that are being reported;
- If a vehicle has been stolen from a property, you must contact your local Police to arrange to complete a Stolen Vehicle Report in addition to this report concerning any other mischief or theft that occurred during the matter;
- **If the offence occurred within the last 24 hours, contact your local Police for immediate police attention in addition to completing this form.**
- **When completed, print and submit this form by fax to your local Police.** The assigned Investigator will contact you with the associated file number as soon as practicable. You may also call the Detachment to obtain the file number if it is required sooner.

YOUR INFORMATION	Full Name	<input type="text"/>	Date of Birth (yyyy-mm-dd)	<input type="text"/>
	Home Address	<input type="text"/>		Phone # <input type="text"/>
	Email Address	<input type="text"/>		Alternate Phone # <input type="text"/>
	Company Name	<input type="text"/>		Company Fax # <input type="text"/>
	Company Address	<input type="text"/>		

SITE INFORMATION	Site Address			
	Site Function (ex. gas plant)			
	Site Previously Targeted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
	Yes, approximate date last targeted?			
	Surveillance, alarmed or video available?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	
What type of vehicle can access the site? (select all that apply)	<input type="checkbox"/> Car/Van	<input type="checkbox"/> Truck	<input type="checkbox"/> ATV	

PROVIDE BELOW INFORMATION ONLY IF YOUR COMPANY IS A CONTRACTOR FOR THE SITE OWNER

Owner Name		Contact Phone #	
------------	--	-----------------	--

OFFENCE INFORMATION	Date & Time of Discovery (yyyy-mm-dd tt:tt) <input style="width: 150px;" type="text"/>		
	Date & Time Range Suspected (yyyy-mm-dd tt:tt) <input style="width: 150px;" type="text"/> to <input style="width: 100px;" type="text"/>		
	Who Found/Reported Incident <input style="width: 250px;" type="text"/>		Phone # <input style="width: 100px;" type="text"/>
	How Was Entry Made <input style="width: 300px;" type="text"/>		
	Was there disruption to operation or safety concerns as a result of the issue to property? <div style="border: 1px solid black; height: 60px; margin-top: 5px;"></div>		
	Offence Type (select all that apply)		
	Theft over \$5000 (Total Value of good stolen) <input type="checkbox"/> Theft Under \$5000 (Total Value of goods stolen) <input type="checkbox"/> Mischief to Property (Damage to vehicles, fence, buildings, disruption of work) <input type="checkbox"/> Break and Enter <input type="checkbox"/> Trespassing <input type="checkbox"/>		
	Is it obvious that physical evidence has been left at the scene? <div style="border: 1px solid black; height: 100px; margin-top: 5px;"></div>		
What was taken (detailed description-ie wooden spool with copper wire and markings on spool. Mention size, color of markings & location of item) <div style="border: 1px solid black; height: 150px; margin-top: 5px;"></div>			
Value of Goods Taken \$ <input style="width: 80px;" type="text"/>	Value of Property Damage \$ <input style="width: 80px;" type="text"/>	Repair Costs \$ <input style="width: 80px;" type="text"/>	

OFFENCE INFORMATION	Suspect Name(s) (if known) <input style="width: 450px; height: 20px;" type="text"/>
	Briefly describe what happened to the best of your knowledge. Include any observations as to how the suspect committed the offence. <div style="border: 1px solid black; height: 250px; width: 100%;"></div>

Retain a copy from the Police for you, your company and your contracting partner

Companies do not forget to forward to ASSIST for their tracking. Your security coordinator will help.
 For ASSIST matters, email assist@gov.ab.ca or phone (24/7) 780-644-2680

Your Signature: _____

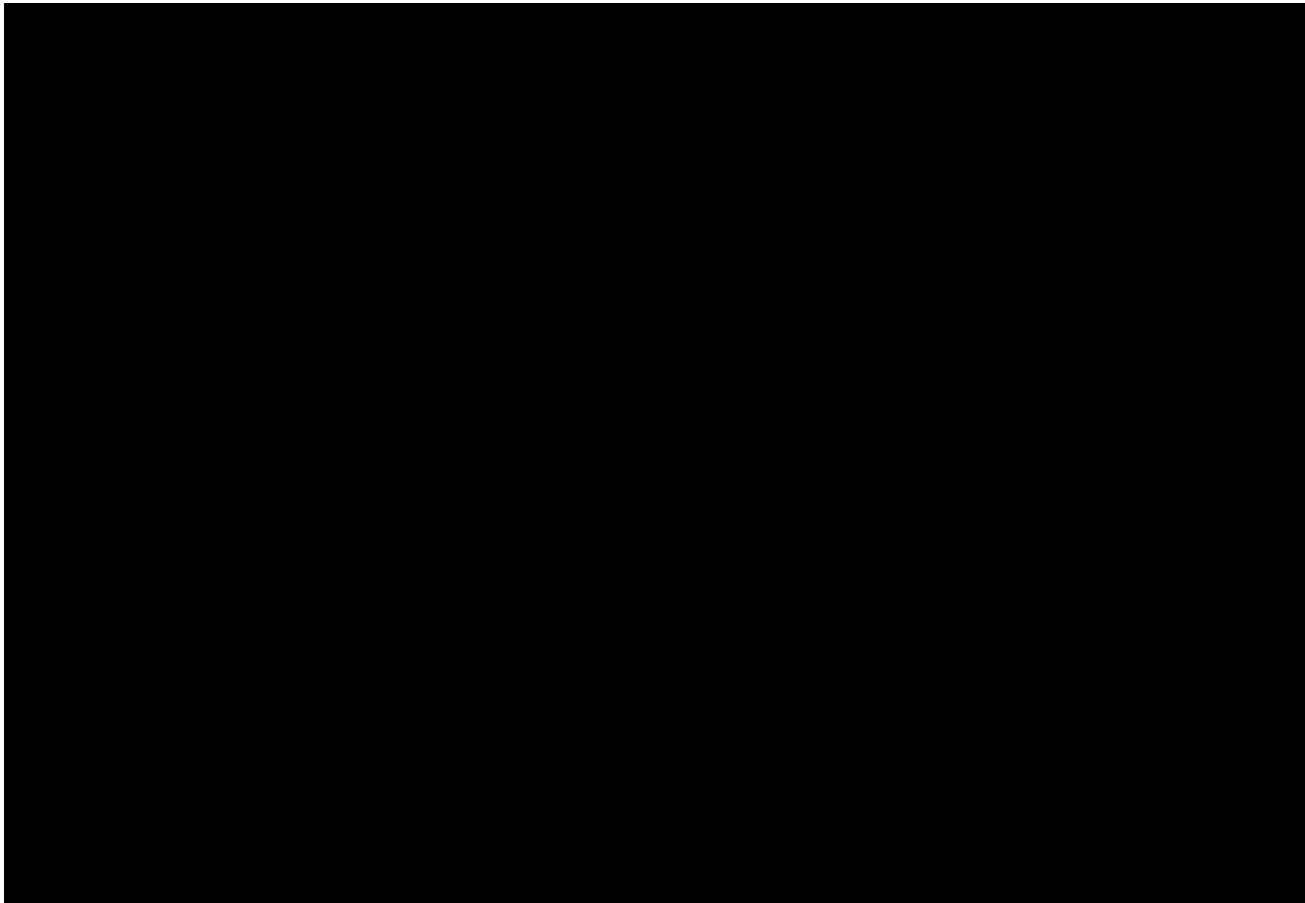
FOR POLICE USE ONLY	
File Number <input style="width: 250px; height: 35px;" type="text"/>	Police Agency <input style="width: 400px; height: 35px;" type="text"/>
Date/Time Received <input style="width: 250px; height: 35px;" type="text"/>	

INVESTIGATOR INFORMATION	Rank	<input style="width: 50px; height: 30px;" type="text"/>	Full Name	<input style="width: 450px; height: 30px;" type="text"/>
			Email	<input style="width: 450px; height: 30px;" type="text"/>
			Phone #	<input style="width: 450px; height: 30px;" type="text"/>

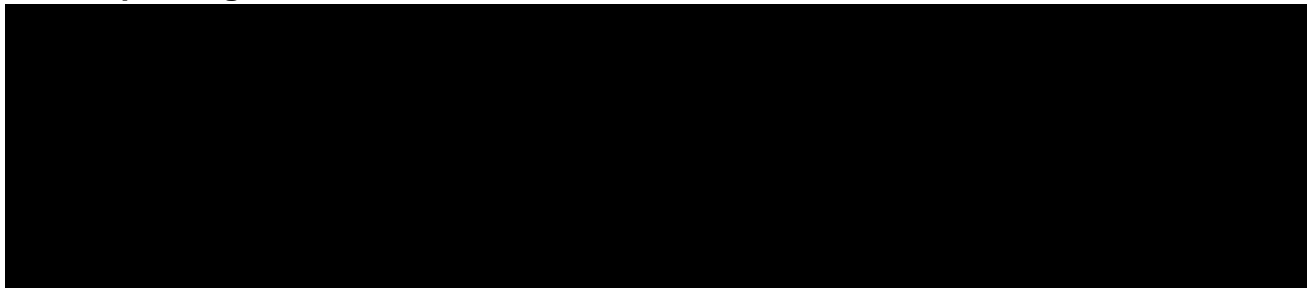
<u>UCR Scoring Codes</u>	
8999.1054 – Oil Theft 8999.1055 – Oil Field Equipment Theft 8999.1056 – Mischief to Oilfield Property 8999.3073 – Critical Infrastructure Site	Date/Time File # Sent to Co. <input style="width: 250px; height: 30px;" type="text"/>
<p>Up to four codes can be entered by police. Break and Enter/Critical Infrastructure site et al.</p>	



Security Support - During Incidents



Trespassing





The following section 1.5 contains the following redactions:

- 1.5.15: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

1.5 Forms

Initial	1
1.5.1 Form A: ICS Form #201	1
1.5.2 Form 1: First Call Communication Form	5
1.5.3 Form 2: Situation Report	7
1.5.4 Form 3: Incoming Call Record	9
1.5.5 Form 4: Primary ICS Functions	11
1.5.6 Form 5: Incident Action Plan	13
1.5.7 Form 6: Time and Event Record	17
1.5.8 Form 7: Emergency Site Assessment Worksheet	19
1.5.9 Form 8: Resource Status Form	21
1.5.10 Form 9: Staging Area Log	23
1.5.11 Form 10: Media Inquiry Form	25
1.5.12 Form 11: Incident Information Update	27
1.5.13 Form 12: Vehicle Accident Form	29
1.5.14 Form 13: Report a Wildfire Form	31
1.5.15 Form 14: Bomb Threat Form	33
Public Safety	35
1.5.16 Form 15: Air Monitoring Record	35
1.5.17 Form 16: Rover Communication Record	37
1.5.18 Form 17: Roadblock Record	39
1.5.19 Form 18: Notice of Evacuation	41
1.5.20 Form 19: Public Contact Record	43
1.5.21 Form 20: Shelter-in-Place Record	45
1.5.22 Form 21: Shelter-in-Place Message	47
1.5.23 Form 22: Voluntary Evacuation Message	49
1.5.24 Form 23: Requirement to Evacuate Message	51
1.5.25 Form 24: Reception Centre Registration Record	53
1.5.26 Form 25: Evacuee Concerns Record	55
1.5.27 Form 26: Daily Expenses Claim Form	57
Post Incident	59
1.5.28 Form 27: Post Incident Learnings Form	59



This page has been left blank intentionally.

Incident Briefing (ICS Form 201)

Page 1 of 4

Facility Name:

Incident Location (LSD):

Time of Event:

Time Zone:

Date of Event:

Level of Emergency:

☐

Alert Level

☐

Level 2

☐ Critical Incident

☐

Level 1

☐

Level 3

☐ Potential Injury Serious / Fatality

Incident Commander Name & Phone Number:

EOC Location / Phone Number:

STARS / 911 Notified:

☐ Yes ☐ No

On-Site Supervisor Name & Phone Number:

On-Scene Command Post Location:

Incident Summary

Provide a brief and factual description of what has occurred, do not speculate or discuss potential causation.

People: *List any internal/external persons impacted by the current situation.*

Nearest Surface Development : Town, Province / State **Nearest Urban Centre:** Town, Province / State

Environment: *Describe any current or imminent environmental impacts.*

Off Site Impact (Off lease): ☐ Yes ☐ No

Water body Impact: ☐ Yes ☐ No

Closest Water body: _____

Assets: *Provide details regarding potential damage to Husky or Third Party assets and whether the facility / office is still operating, shut in or reduced capacity.*

Reputation / Regulatory: *Is there a potential for reputational impact to Husky?*

Prepared by *(name and position):*

Date Prepared:

Time Prepared:

Husky ICS Organizational Structure

Page 2 of 4

Safety Officer Name: Phone Number:		Incident Commander Name: Phone Number:		Corporate Response Management Team Operations Manager Name: Phone Number:	
Liaison Officer Name: Phone Number:				Deputy Response Director Name: Phone Number: 403-801-8592	
Public Information Officer Name: Phone Number:				Communications Officer Name: Phone Number: 403-370-0488	

Operations Section Chief Name: Phone Number:		Logistics Section Chief Name: Phone Number:		Planning Section Chief Name: Phone Number:		Finance/Admin. Section Chief Name: Phone Number:	
On-Site Supervisor Name: Phone Number:				Documentation Unit Name: Phone Number:			
Site Safety Name: Phone Number:				Technical Specialists Name: Phone Number:			
Public Protection Supervisor Name: Phone Number:							

Initial Response Roles	Primary ICS Role	Key Support Functions	Additional ICS Support
------------------------	------------------	-----------------------	------------------------

Regulatory / Government Notifications

Page 3 of 4

Name of Contact	Time of contact	Date (mm-dd-yyyy)	Contact #	Contact Person
Oil & Gas Regulator				
Municipality / County				
Provincial Environmental Agency				
Provincial Occupational Health & Safety (OH&S)				
CANUTEC			613-996-6666	

Initial Resources Requested (*Air Monitoring, Vacuum Trucks etc.*)

Resources	Phone #	Status			ETA	Location / Assignment
		Ordered	In Use	Staged		
1. Air Monitoring _____ Company Name		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
2. Spill Services Agency		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
3. Emergency Response Assistance Canada (ERAC) - ERAP #ERP2-0010-034 (LPG's Transported by Rail & Road) - ERAP #ERP2-1933-013 (Class 3 - Flammable Liquids)	800-265-0212	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
4. Fire	STARS / 911	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
5. Police	STARS / 911	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
6. EMS	STARS / 911	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
7.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
8.		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
Location of Staging Area:						

Initial Objectives		Page 4 of 4
	Assigned To Corporate	Assigned To Field
1.	<input type="checkbox"/>	<input type="checkbox"/>
2.	<input type="checkbox"/>	<input type="checkbox"/>
3.	<input type="checkbox"/>	<input type="checkbox"/>
4.	<input type="checkbox"/>	<input type="checkbox"/>

Immediate Actions

1.


2.

3.

4.

Map Sketch

Utilizing the space below, draw an overview of the emergency location. Consider specific site hazards including water bodies, landmarks and nearby residents. Alternatively, you may include a marked up survey, plot plan or ERP map.



1.5.2 Form 1: First Call Communication Form

Page 1 of 2

CONTACT DETAILS	AER Contact*				Field Centre*			
	Caller*						Phone*	
	Notification*		date*	time*	Release	start date*	start time*	end time*
							<input type="checkbox"/> Ongoing	
	Location* (LSD/NTS)				Nearest Town*			
	Licensee						Phone	
	Operator						Phone	
	Nearest Resident				Distance/Direction		Phone	
<input type="checkbox"/> First Nations Band		Band/Settlement Name/Contact				Phone		
<input type="checkbox"/> Metis Settlement								
Media Involvement?*		<input type="checkbox"/> Local <input type="checkbox"/> National		<input type="checkbox"/> Regional <input type="checkbox"/> International		Media Contact		
ERP DETAILS	ERP Activated?		<input type="checkbox"/> Site Specific		<input type="checkbox"/> Field/Area		<input type="checkbox"/> Corporate	
							Level* <input type="checkbox"/> Alert <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three	
	EPZ Size		Numbers and Types of Public in EPZ					
	Public Protection Measured Implemented*		<input type="checkbox"/> Notification <input type="checkbox"/> Shelter		<input type="checkbox"/> Roadblocks <input type="checkbox"/> Evacuation		Number Evacuated*	
RELEASE TYPE	Release Impact*		<input type="checkbox"/> On lease		<input type="checkbox"/> Off lease		Release Point Determined*	
	Gas Release*		<input type="checkbox"/> Sweet		<input type="checkbox"/> Sour		<input type="checkbox"/> CO ₂ <input type="checkbox"/> Other	
	Liquid Release		<input type="checkbox"/> Oil		<input type="checkbox"/> Water		<input type="checkbox"/> Effluent <input type="checkbox"/> Other	
	Impact*		<input type="checkbox"/> Air		<input type="checkbox"/> Land		<input type="checkbox"/> Flowing Water <input type="checkbox"/> Standing Water <input type="checkbox"/> Other	
	<input type="checkbox"/> Sensitive Environment*		<input type="checkbox"/> Area Affected (m ²)*		<input type="checkbox"/> Wildlife/Livestock Affected*			
	<input type="checkbox"/> Public Affected*		<input type="checkbox"/> Property Damage*		<input type="checkbox"/> Equipment Loss*			
	<input type="checkbox"/> Third Party/Outside Assistance Required		Company		Co-op			
	Control Measures Implemented							

* These fields need to be completed.
Use 24 hour clock (eg. 8:30 PM = 2030).

This form is to be completed and sent to the Alberta Energy Regulator and Corporate Response Management Team (Alberta only).

OPERATION TYPE	Well License No.	Type of Incident	<input type="checkbox"/> Kick	<input type="checkbox"/> Blowout	<input type="checkbox"/> Loss of Circulation
	Well Status <input type="checkbox"/> Drilling <input type="checkbox"/> Standing	<input type="checkbox"/> Servicing <input type="checkbox"/> Sweet	<input type="checkbox"/> Producing <input type="checkbox"/> Sour	<input type="checkbox"/> Injection <input type="checkbox"/> Critical	<input type="checkbox"/> Suspended
	Pipeline License No.	Line No.	<input type="checkbox"/> Hit	<input type="checkbox"/> Leak	<input type="checkbox"/> Rupture
	Production Facility License No.	<input type="checkbox"/> Gas <input type="checkbox"/> Oil	<input type="checkbox"/> Gas Plant <input type="checkbox"/> Battery	<input type="checkbox"/> Compressor <input type="checkbox"/> Other	AER Approval No.
	Contractor Name				Phone
AIR MONITORING	<input type="checkbox"/> Air Monitor Dispatched?	<input type="checkbox"/> Licensee	<input type="checkbox"/> AER	Estimated Time of Arrival <input type="checkbox"/> Licensee <input type="checkbox"/> AER	
	Initial Readings/Location	<input type="checkbox"/> PPB <input type="checkbox"/> PPM	<input type="checkbox"/> On Site <input type="checkbox"/> Off Site	Distance	
	Contractor Name	Phone		AMU Phone	
	Wind	Direction	Meteorological conditions		
LICENSEE	Communications Completed by Licensee				
	<input type="checkbox"/> AER <input type="checkbox"/> AEMA <input type="checkbox"/> WH&S	<input type="checkbox"/> Health Region <input type="checkbox"/> Local Authority <input type="checkbox"/> Fire	<input type="checkbox"/> RCMP/Police <input type="checkbox"/> First Nations <input type="checkbox"/> NEB	<input type="checkbox"/> Indian Oil and Gas <input type="checkbox"/> DFO <input type="checkbox"/> WCSS	<input type="checkbox"/> TDG <input type="checkbox"/> Ambulance <input type="checkbox"/> Environment Canada
PUBLIC DETAILS	<input type="checkbox"/> Public Health Issues			Complaints	
	Water Well Issues		Worker Injuries/Fatalities		
	Private Land Title Holder			Phone	
	Public Land Type	<input type="checkbox"/> Irrigation	<input type="checkbox"/> Forestry	<input type="checkbox"/> Grazing	<input type="checkbox"/> Other
	Public Land Administrator Contact			Phone	
	Additional Information				

Use 24 hour clock (eg. 8:30 PM = 2030)

1.5.3 Form 2: Situation Report

Page 1 of 2

Facility/Well Name:									
Recorder:			Position:			Date:		Time*:	
Incident Name:			Emergency Level:		Alert <input type="checkbox"/>	Level 1 <input type="checkbox"/>	Level 2 <input type="checkbox"/>	Level 3 <input type="checkbox"/>	
Incident Location:									
Key Contacts (Name and Number):									
Incident Commander:			Operations Section Chief:			Public Protection Supervisor:			
Nature of Incident (Type, Behaviour, Current Information)									
Drilling/Completions:									
Size Kick: _____ m ³		Depth: _____ mKb		SIDPP/SITP: _____ kPa		SICPL: _____ kPa		Initial Fluid Density: _____ kg/m ²	
								Final Fluid Density _____ kg/m ³	
Modifying Conditions (Location, Time, Weather, Road conditions to site)									
Control Measures:									
PUBLIC IMPACT	Public Health and Safety*			<input type="checkbox"/> could be jeopardized <input type="checkbox"/> is jeopardized		Worker Injuries*		<input type="checkbox"/> First aid <input type="checkbox"/> Hospitalization <input type="checkbox"/> Fatality	
	Emergency Assessment Matrix completed with licensee*			<input type="checkbox"/> Alert <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three		ERP Activated?		<input type="checkbox"/> Site Specific <input type="checkbox"/> Corporate <input type="checkbox"/> Field/Area	
	EPZ Size (2 km if unknown)			Numbers and Types of Public in EPZ			EOC/ICP Location		
	Public Protection Measure Implemented			<input type="checkbox"/> Notification <input type="checkbox"/> Shelter		<input type="checkbox"/> Roadblocks <input type="checkbox"/> Evacuation		Number Evacuated	
RELEASE TYPE	Release Impact*		<input type="checkbox"/> On lease <input type="checkbox"/> Off lease		H₂S Concentration*				
	<input type="checkbox"/> Sensitive Environment*		Environment Affected*		<input type="checkbox"/> Air <input type="checkbox"/> Standing Water <input type="checkbox"/> Land <input type="checkbox"/> Flowing Water		Water Body Name		
	Area Affected (m ²)		<input type="checkbox"/> Property Damage		<input type="checkbox"/> Equipment Loss		<input type="checkbox"/> Wildlife/Livestock Affected		
	Gas Release		<input type="checkbox"/> Sweet <input type="checkbox"/> Sour		Volume/Rate*				
	Liquid Release		<input type="checkbox"/> Oil <input type="checkbox"/> Water <input type="checkbox"/> Effluent <input type="checkbox"/> Other		Volume/Rate*				
	<input type="checkbox"/> Release Point Determined								

* These fields need to be completed.
Use 24 hour clock (eg. 8:30 PM = 2030)

Form 2: Situation Report

Page 2 of 2

CONTAINMENT	Third Party/Outside Assistance Required		<input type="checkbox"/> Incident contained or controlled <input type="checkbox"/> Intermittent control possible		<input type="checkbox"/> Imminent Control probable <input type="checkbox"/> Incident is uncontrolled	
	Company		WCSS Co-op			
OPERATION TYPE	Well License No.		Type of Incident <input type="checkbox"/> Kick <input type="checkbox"/> Blowout <input type="checkbox"/> Loss of Circulation			
	Well Status <input type="checkbox"/> Drilling <input type="checkbox"/> Standing		<input type="checkbox"/> Servicing <input type="checkbox"/> Sweet		<input type="checkbox"/> Producing <input type="checkbox"/> Injection <input type="checkbox"/> Suspended <input type="checkbox"/> Sour <input type="checkbox"/> Critical	
	Pipeline License No.		Line No.		<input type="checkbox"/> Hit <input type="checkbox"/> Leak <input type="checkbox"/> Rupture	
	Production Facility License No.		<input type="checkbox"/> Gas <input type="checkbox"/> Oil		<input type="checkbox"/> Gas Plant <input type="checkbox"/> Compressor <input type="checkbox"/> Battery <input type="checkbox"/> Other AER Approval No.	
AIR MONITORING	<input type="checkbox"/> Licensee Air Monitoring Occurring <input type="checkbox"/> Mobile <input type="checkbox"/> Handheld		Estimated Time of Arrival			
	Initial Readings/Location		<input type="checkbox"/> PPB <input type="checkbox"/> On Site <input type="checkbox"/> PPM <input type="checkbox"/> Off Site		Distance	
	Contractor Name		Phone		AMU Phone	
	Wind	Direction	Speed	Meteorological conditions		
COMMUNICATIONS	Communications completed by Licensee and/or AER / MER:					
	<input type="checkbox"/> AER <input type="checkbox"/> OH&S		<input type="checkbox"/> MER <input type="checkbox"/> EMO <input type="checkbox"/> RHA		<input type="checkbox"/> Local Authority <input type="checkbox"/> Prov Health <input type="checkbox"/> NEB via TSB <input type="checkbox"/> Indian Oil and Gas <input type="checkbox"/> TDG (prov/fed) <input type="checkbox"/> First Nations <input type="checkbox"/> Ambulance <input type="checkbox"/> Fire <input type="checkbox"/> RCMP/Police <input type="checkbox"/> WCSS <input type="checkbox"/> Other	
	Contact names and phone numbers					
OTHER INFORMATION	<input type="checkbox"/> First Nations Band <input type="checkbox"/> Métis Settlement		Band/Settlement Name/Contact:		Phone	
	Complaints <input type="checkbox"/> Local <input type="checkbox"/> Large area		Private Land Title Holder Phone			
	Public Land Type <input type="checkbox"/> Irrigation <input type="checkbox"/> Forestry		<input type="checkbox"/> Grazing <input type="checkbox"/> Other			
Public Land Administrator Contact		Phone				
Additional Information						

1.5.4 Form 3: Incoming Call Record

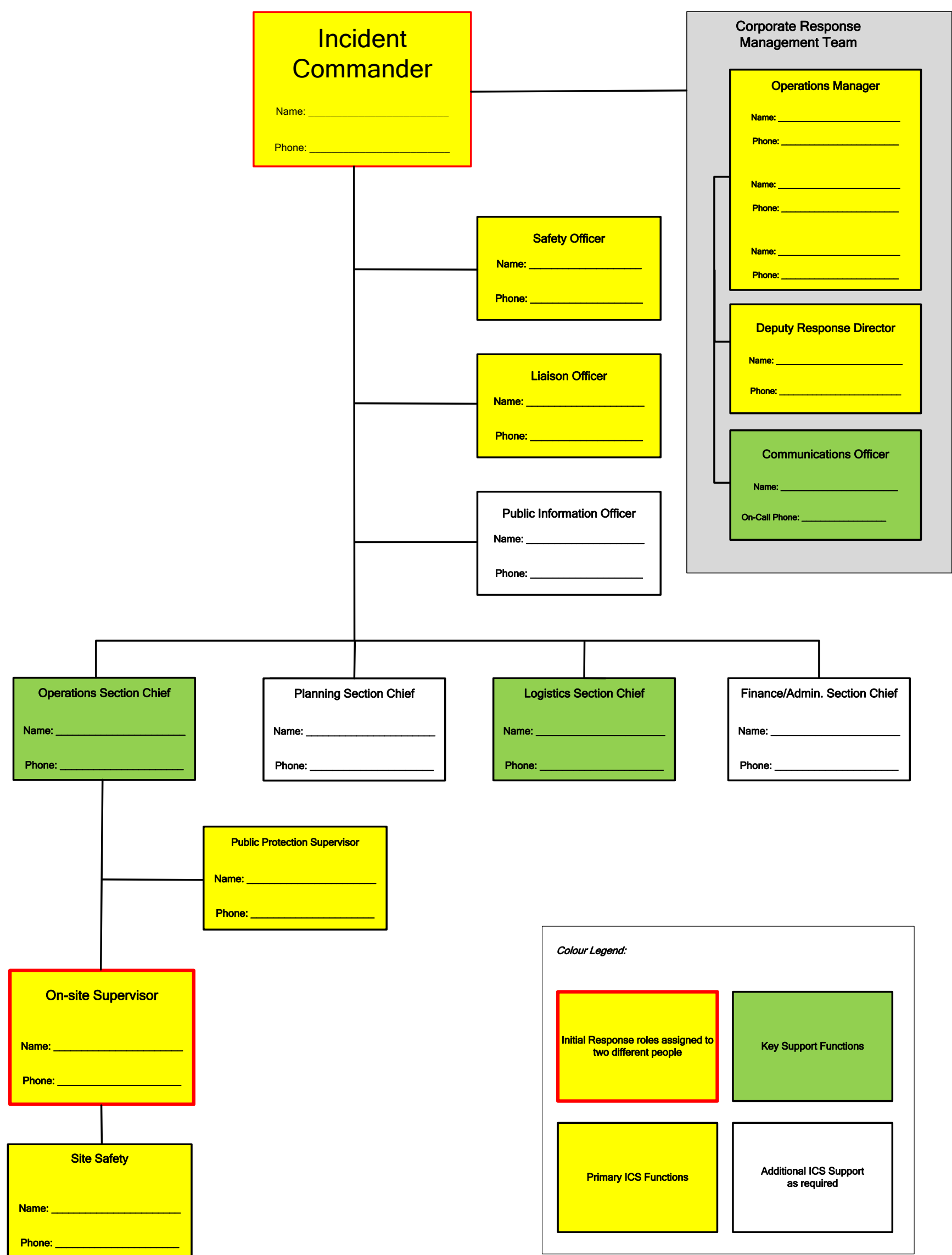
Date:	Time of Call:	Prepared By:
CALLERS INFORMATION		
Caller's name: (ask caller to spell first and last names) <small>First: Last:</small>		Phone No.:
Caller's current location:		
Location of incident		
Have you contacted anyone else?		
ASK THE CALLER		
Has anyone been injured?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:
Are there people in immediate danger?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, explain:
Has the area been evacuated?	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, evacuated to where?
Incident Description:		
CURRENT ACTIONS		
Time*	Event / Action / Notifications made	

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



This page has been left blank intentionally.

1.5.5 *Form 4: Primary ICS Functions*



This page has been left blank intentionally.

**EMERGENCY RESPONSE PLAN****ACTIVATION / PROCEDURES****1.5.6 Form 5: Incident Action Plan**

Page 1 of 2

FACSIMILE TRANSMITTAL

To:	From:
Attention:	Date:
Fax No.:	No. of Pages.
Subject:	

Form(s) Attached:

- ☐ ICS Chart
- ☐ First Call Communication Form
- ☐ EOC Org Chart
- ☐ Situation Report
- ☐ Incident Action Plan
- ☐ Other _____

Notes:



This page has been left blank intentionally.

**EMERGENCY RESPONSE PLAN****ACTIVATION / PROCEDURES****Form 5: Incident Action Plan**

Page 2 of 2

Area _____		Incident Name _____	
Prepared by _____	Position _____	Date _____	
Time of Last Update _____		Page _____	of _____
Incident Briefing # _____		Weather _____	
Operating Period	From _____	Hours to _____	Hours _____

Objective	Lead
Objective	Lead
Objective	Lead
Objective	Lead
Action Plan	
Time of next Incident Briefing: _____ Hours	

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



This page has been left blank intentionally.



ACTIVATION / PROCEDURES

1.5.7 Form 6: Time and Event Record

Area _____ Incident Name _____
 Prepared by _____ Position _____ Date _____
 Page _____ of _____

[illegible]

***Use 24 Hour clock (e.g. 8:30 PM = 2030)**



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 6: Time and Event Record

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Page _____ of _____	

Time*	Call		Conversation With	Telephone	Activity Details (Record All Relevant Activities)
	To (X)	From (X)			

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.8 Form 7: Emergency Site Assessment Worksheet

INCIDENT MAP

N↑

(Write neatly so the diagram can be photographed and emailed or faxed) (If applicable use plot plan instead of this map)

Incident Location:

MAP LEGEND to be added by map illustrator



This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.9 Form 8: Resource Status Form

Used by Logistics and Staging

Area _____	Incident Name _____
Prepared by _____	Date _____
Position _____	Page _____ of _____
Time of Last Update _____	

Resource Type	# of Units	Supplier	ETA to Location	Actual Time on Location		Assignment	STATUS (D, E, S, O)
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		

D=Deployed / E=En Route / S=Staged at scene / O=Out of service



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 8: Resource Status Form

Area _____	Incident Name _____
Prepared by _____	Position _____
Date _____	
Time of Last Update _____	Page _____ of _____

Resource Type	# of Units	Supplier	ETA to Location	Actual Time on Location		Assignment	STATUS (D, E, S, O)
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		
					am		
					pm		

D=Deployed / **E**=En Route / **S**=Staged at scene / **O**=Out of service



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.10 Form 9: Staging Area Log

Area					Incident Name				Date/Time								
Check-In Information																	
List Personnel by Agency & Name or List Equipment by the following					5 Order/ request Number	6 Date/Time Check-in	7 Leader's Name	8 Total # of people	9 Manifest		10 Crew or Individual	11 Home Base	12 Departure Point	13 Method of Travel	14 Incident Assignment	15 Other Qualifications	16 Send to Time
Agency	Single	Kind	Type	ID Name					Yes	No							

Page ____ of ____



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 9: Staging Area Log

Area					Incident Name				Date/Time								
Check-In Information																	
List Personnel by Agency & Name or List Equipment by the following					5	6	7	8	9 Manifest		10	11	12	13	14	15	16
Agency	Single	Kind	Type	ID Name	Order/ request Number	Date/Time Check-in	Leader's Name	Total # of people	Yes	No	Crew or Individual	Home Base	Departure Point	Method of Travel	Incident Assignment	Other Qualifications	Send to Time

Page ____ of ____



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.11 Form 10: Media Inquiry Form

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Page _____ of _____	

USE THESE PROMPTS AS A GUIDE WHEN RESPONDING TO A CALL FROM A REPORTER:

1. "We have a spokesperson to answer your questions."
2. "_____ (Husky Public Information Officer) has requested your inquiry to be forwarded immediately. You will be called as soon as possible."

Reporter's Name:

Media Affiliation:

Phone Number:

Fax Number:

Deadline:

Information Requested:

Action Taken:

3. "I will forward your inquiry to our spokesperson, who will get back to you as soon as possible."

Deliver this information to the Husky Public Information Officer IMMEDIATELY

NOTE: Until a Public Information Officer is appointed, the Incident Commander is the media contact.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.12 Form 11: Incident Information Update

Hello, this is *(your name)* of Husky Oil. Have I reached the *(their family name or business name)* household (or business) at *(their telephone number)*? We are calling to update you about the incident at _____ located *(direction)* of you.

The _____ has been *(status, i.e. shut down and isolated/ignited)*. Husky Oil is currently *(actions being taken)* to respond to the situation and we expect to have it under control by *(time)*.

We will continue to provide you with regular updates and information.

If you have any concerns please contact Husky Oil at 877-262-2111 for assistance and directions.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.



1.5.13 Form 12: Vehicle Accident Form

Complete sketch below

1. DRAW SOLID LINE along dashed lines which best show the outlines of road-way at scene of accident.

2. Letter each vehicle and show direction of travel as shown.

Indicate North

A B

VEHICLE ACCIDENT INFORMATION

Name:	Age:
Address:	Phone No.:
Vehicle Year:	Make:
Driver Lic. No.:	Unit No.:
Vehicle Lic. No.:	Mileage:
Purpose of Vehicle Use	
History of Previous Accidents	

Accident Reported	To Police	Yes <input type="checkbox"/> No <input type="checkbox"/>	Total property damage in excess of \$1,000 must be reported to Police. If in doubt of amount - Report
	To Company	Date	

Present Location of Vehicle

DO NOT ADMIT ANY LIABILITY FOR THE ACCIDENT

MUSTS

1. STOP - No matter how slight the accident.
2. Render all possible assistance - Care for injured - Send for help.
3. Remove hazards from road, including People.
4. Warn oncoming traffic.
5. Be sure to secure Names of Witnesses.
6. Safeguard valuables - Lock car if possible.
7. If required notify Police.
8. If requested you are required to produce in writing to anyone sustaining loss or injury and to any Peace Officer and to a Witness the following:
 1. Your Name and Address.
 2. Your Driver Licence Number.
 3. The Name and Address of the Vehicle Registered Owner.
 4. The Licence Number of the Vehicle.
 5. Report accident to your Supervisor.

KEEP IN GLOVE COMPARTMENT

DETAILS OF OTHER DRIVER

Name:	Age:
Address:	
Phone No.:	Driver Lic. No.:
Car Serial No.:	Car Lic. No.:
Make of Car:	Year:
Name:	
Other Car Owner's Address:	

DETAILS OF INJURED

Name:	Age:
Address:	
Where treated:	
Doctor's Name:	
Name:	Age:
Address:	
Where treated:	
Doctor's Name:	

DETAILS OF WITNESSES

Name:	
Address:	
Phone No.:	
Name:	
Address:	
Phone No.:	

DETAILS OF OTHER INSURANCE

Insurance Co.:
Policy No.:
Agent:
1852-000-Husky

DETAILS OF INSURANCE

Date of Accident:		Time of Accident:		a.m.
				p.m.
Exact Location:				
City:		Province:		
Type of Road:	<input type="checkbox"/> Paved	<input type="checkbox"/> Gravel	<input type="checkbox"/> Other (describe)	
Weather Condition:		Visibility:		
Police Investigation by:				
Name:		P.O.:	Station:	
Estimated Speed:				
Self: Km/h		Other Driver: Km/h		
Direction of Travel:				
Self:		Other Driver:		
Lights:				
Self: <input type="checkbox"/> On <input type="checkbox"/> Off		Other Driver: <input type="checkbox"/> On <input type="checkbox"/> Off		
Compliance with Traffic Signals:				
Self:		Other Driver:		
Estimated Damage:				
Self: \$		Other Driver: \$		

WRITTEN DESCRIPTION OF ACCIDENT

Date:	Signature of Driver:

1.5.14 Form 13: Report a Wildfire Form**TO REPORT A WILDFIRE, CALL: 310-FIRE**

Caller Name: _____
Telephone no: _____
Company: _____
Address: _____
In area because: Local resident _____ Recreation _____
Working _____ Other _____

Location of Fire LSD _____ of section _____ Township _____ Range _____ W _____ Mer.
or
Other description (GPS) _____

On site Information Fire is burning in the:
Ground _____
Bush _____ *timber type?*
Agricultural land _____ *stubble, windrows, etc.?*
Other _____
Rate of spread is:
Not moving _____
Moderate _____ *less than a normal walk?*
Fast _____ *more than a normal walk?*

Any people at the fire? Yes _____ No _____ Don't know _____
Is property threatened? Yes _____ No _____ Don't know _____
Is road access available? Yes _____ No _____ Don't know _____
How _____
Is water readily available? Yes _____ No _____ Don't know _____
Any other observations? _____

(Lightning, recreation, vehicles, children in area?)

Smoke Information Unable to see fire, only smoke visible:
Colour: Light grey _____ Column: Intermittent _____
Medium grey _____ Scattered _____
Dark grey _____ Light _____
Black _____ Heavy _____



This page has been left blank intentionally.

1.5.15 Form 14: Bomb Threat Form

<div style="background-color: black; width: 100%; height: 180px;"></div>		
<div style="background-color: black; width: 25%; height: 20px;"></div>		
<div style="background-color: black; width: 20%; height: 20px;"></div>		
<div style="background-color: black; width: 5%; height: 20px;"></div>	<div style="background-color: black; width: 5%; height: 20px;"></div>	<div style="background-color: black; width: 15%; height: 20px;"></div>
	<div style="background-color: black; width: 5%; height: 20px;"></div> <div style="background-color: black; width: 5%; height: 20px;"></div>	
<div style="background-color: black; width: 25%; height: 20px;"></div>		

Bomb Threat Telephone Procedures**QUESTIONS TO ASK**

<div></div>
<div></div>
<div></div>
<div></div>
<div></div>
<div></div>

<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>	
<div></div>	<div></div>	<div></div>	<div></div>	
<div></div> <div></div>	<div></div>	<div></div>	<div></div>	<div></div>
<div></div>	<div></div>	<div></div>	<div></div>	<div></div>
<div></div>				
<div></div>				
<div></div>				



Husky Oil

EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.16 Form 15: Air Monitoring Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Time of Last Update _____ Page _____ of _____

Time*	SO ₂ Reading (ppm)	H ₂ S Reading (ppm)	LEL %	Estimated Wind Conditions		Location of Reading/Remarks	Footnote #
				From Direction	Speed (km/h)		
Footnotes:							

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



Husky Oil

EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 15: Air Monitoring Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Time of Last Update _____ Page _____ of _____

Time*	SO ₂ Reading (ppm)	H ₂ S Reading (ppm)	LEL %	Estimated Wind Conditions		Location of Reading/Remarks	Footnote #
				From Direction	Speed (km/h)		
Footnotes:							

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.17 Form 16: Rover Communication Record

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Time of Last Update _____	Page _____ of _____

Resident Name	Location ERP Map # and Legal Location	Phone Plus Alternate Number	Early Notification Required	Contacted	Require Assistance	Evacuated	Sheltered in Place	Checked in

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 16: Rover Communication Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Time of Last Update _____ Page _____ of _____

Resident Name	Location ERP Map # and Legal Location	Phone Plus Alternate Number	Early Notification Required	Contacted	Require Assistance	Evacuated	Sheltered in Place	Checked in

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.18 Form 17: Roadblock Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Page _____ of _____

Time* Enter	Time* Exit	Vehicle Description	License Plate	Driver's Name	No. of Passengers	Destination	Footnote #
Footnotes:							

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 17: Roadblock Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Page _____ of _____

Time* Enter	Time* Exit	Vehicle Description	License Plate	Driver's Name	No. of Passengers	Destination	Footnote #
Footnotes:							

**Use 24 Hour clock (e.g. 8:30 PM = 2030)

1.5.19 Form 18: Notice of Evacuation

NOTICE OF MANDATORY EVACUATION

HUSKY OIL is experiencing a problem at _____:

Date: _____

Posted By: _____

You are required to

PLEASE PROCEED IMMEDIATELY

to the

where our representative can provide additional information and assistance.

Please select an evacuation route that avoids traveling downwind of the incident.

Call our 24-hour emergency number if you require assistance.

1-877-262-2111

We apologize for this inconvenience.

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.20 Form 19: Public Contact Record

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Time of Last Update _____	Page _____ of _____

Time*	Name of Contact	No. of People on Property	S, E, O, U**	Assistance Required? (Explain)	Footnote #
Footnotes:					

* Use 24 Hour clock (e.g. 8:30 PM = 2030)

** S = Shelter, E = Evacuation, O = Other, U = Update Message Given



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 19: Public Contact Record

Area	Incident Name	
Prepared by	Position	Date
Time of Last Update	Page	of

Time*	Name of Contact	No. of People on Property	S, E, O, U**	Assistance Required? (Explain)	Footnote #
Footnotes:					

**Use 24 Hour clock (e.g. 8:30 PM = 2030)

** S = Shelter, E = Evacuation, O = Other, U = Update Message Given



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.21 Form 20: Shelter-in-Place Record

Area	Incident Name	
Prepared by	Position	Date
Time of Last Update	Page	of

Name (List all names in party)	Map #	Contact Time	Assistance or Transportation Required	Remarks (particularly contact information if not going to the Reception Centre)

Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 20: Shelter-in-Place Record

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Time of Last Update _____	Page _____ of _____

Name (List all names in party)	Map #	Contact Time	Assistance or Transportation Required	Remarks (particularly contact information if not going to the Reception Centre)

Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.22 Form 21: Shelter-in-Place Message

Script:

Hello, this is (responders name) calling from Husky Oil. Is this the (name of residence/business) at (telephone number)? Husky is responding to a potential emergency at the _____.

A (type and status of incident) has developed that affects the (describe area). The incident involves (describe product).

For your safety, it is extremely important that you, and those with you, stay indoors until the potential hazard no longer exists, or you are advised to evacuate.

To help us understand your immediate needs, we need to know:

How many people are at your location now? (Adults) (Children) *

Is there anyone you cannot contact to get indoors? (Yes) (No) *

If yes, ask the resident what is the location of the person(s).

Be assured we will be sending someone to find the person(s) as soon as possible.

Which children are in which schools? *

Be assured the school(s) will be contacted and instructed to keep the children at school or to return the bus back to the school.

Please read the Shelter-In-Place Instructions in Section 2.2 - Public Protection Methods

***Ensure all comments are documented on the "Public Contact Record"**



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.23 Form 22: Voluntary Evacuation Message

Script:

Hello, this is (your name) of Husky Oil.

Have I reached the (family name/ business name) at (their telephone number)? We are calling you about the _____.

A (type and status of incident) has developed, which requires us to undertake corrective actions at the site. There is no danger to you at this time and we fully expect to resolve the problem within (timeframe). It is safe for you to remain at your home (business). However, we would like you to be prepared to evacuate should problems deteriorate and we require you to leave the area.

If you are uncomfortable staying at your home (business), you may proceed outside of the area. We will assist you in making arrangements for alternate accommodation and issue forms so that you can claim your expenses resulting from this inconvenience.

Regardless of whether you choose to stay or go, information updates will be available by calling 877-262-2111. If at any time you choose to leave, it is important that you check in so that we can record information about where to reach you when the status at the site improves or deteriorates. Our representative will be able to address questions or issues you may have.

Script: Are you currently planning to stay at your residence? * (Record answer on the Public Contact Record)**IF YES:**

We will keep you informed about the status of the incident. However, please feel free to call 877-262-2111 at any time for updates. Should you decide to leave, simply call us and one of our representatives will be available to assist you. Thank you for your cooperation. Goodbye.

IF NO:

(Gather contact information*. Give directions that allow egress away from the site and upwind.) We will keep you informed about the status of the incident. However, please feel free to call 877-262-2111 at any time for updates. Thank you for your cooperation. Goodbye.

***Ensure all comments are documented on the "Public Contact Record"**



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.24 Form 23: Requirement to Evacuate Message

Script:

Hello, this is (your name) of Husky Oil.

Have I reached the (family name/business name) at (their telephone number)? We are calling you about the _____.

A (type and status of incident) has developed that affects the (describe area). You are in no immediate danger. However, a control issue is likely. You are required to evacuate, or leave, your (residence/business) immediately and proceed to the Reception Centre located at (location). Again, there is no immediate danger at this time. While leaving please ensure you obey the rules of the road and drive safely as we are contacting all of the residents in the affected area and giving them the same instructions.

How many people are at your location now? (Adults) (Children) *

Are you able to proceed to the Reception Centre without assistance and can you immediately inform all others at your location of the evacuation requirements? *

IF YES:

It is important that you all check into the Reception Centre so that we can record information about where to reach you when the status at the site improves or deteriorates. Also, the Reception Centre is where we will issue forms so that you can claim your expenses resulting from this inconvenience. Finally, our representative at the Reception Centre will be able to address questions or issues you may have.

Wind is currently blowing from the _____ toward the _____. For your safety, we recommend you use the following route. *(Describe a route that avoids taking the resident in downwind proximity to the site. Use your map as a reference).*

IF NO:

An assistant will be dispatched to your residence *(refer to sheltering instructions)*.

Do you understand these instructions? Do you understand that there is no need to panic and that you need to proceed to the Reception Centre calmly? (If not, clarify the instructions, as necessary).

If you have any problems evacuating, please call me back immediately.

My name is: _____ My number is: _____ Thank you for your cooperation. Goodbye.

***Ensure all comments are documented on the "Public Contact Record"**



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.25 Form 24: Reception Centre Registration Record

Area	Incident Name	
Prepared by	Position	Date
Time of Last Update	Page	of

Time*	Name	Map No.	Intended Destination	Telephone	Remarks/Issues/Commitments	Footnote #

**List all people from each residence who have checked in.

Footnotes:

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 24: Reception Centre Registration Record

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Time of Last Update _____	Page _____ of _____

Time*	Name	Map No.	Intended Destination	Telephone	Remarks/Issues/Commitments	Footnote #
**List all people from each residence who have checked in.						
Footnotes:						

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.26 Form 25: Evacuee Concerns Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Page _____ of _____

ISSUES:

Name: _____ Date: _____ Time*: _____

RESOLUTION:

Name: _____ Date: _____ Time*: _____

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

Form 25: Evacuee Concerns Record

Area _____ Incident Name _____
Prepared by _____ Position _____ Date _____
Page _____ of _____

ISSUES:

Name: _____ Date: _____ Time*: _____

RESOLUTION:

Name: _____ Date: _____ Time*: _____

*Use 24 Hour clock (e.g. 8:30 PM = 2030)



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

1.5.27 Form 26: Daily Expenses Claim Form

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Page _____ of _____	

Name: _____		
Mailing Address: _____		
Address While Evacuated: _____		
Telephone Number: Home: _____	While Evacuated: _____	Cell: _____
Location of Your Residence: _____		
Period Expenses Incurred From (Date):	From: _____	To: _____
Expenses (please attach receipts):	Accommodation: _____	
	Meals: _____	
	Transportation (____ km x \$ _ . _ /km) _____	
	Other Reasonable Daily Expenses: _____	
	Other Reasonable Daily Expenses: _____	
	TOTAL: _____	
		Signature _____



EMERGENCY RESPONSE PLAN

ACTIVATION / PROCEDURES

This page has been left blank intentionally

1.5.28 Form 27: Post Incident Learnings Form

Area _____	Incident Name _____
Prepared by _____	Position _____ Date _____
Time of Last Update _____	Page _____ of _____

In the space provided below document the response features that were positive during the emergency.

Positive Results	Comments

In the space provided below document the opportunities for improvement.

Issues / Opportunities for Improvement	Comments

- Upon completion of this form attach all documentation completed during the emergency and present to your supervisor.
- Use as many forms as needed to document your comments.

This page has been left blank intentionally



2.0 GUIDELINES

2.1 Government Notification Requirements

2.1.1	Notification Matrix for Alberta	1
2.1.2	Notification Matrix for Saskatchewan	3
2.1.3	Release Reporting Requirements (non-retail) - Alberta	5
2.1.4	Release Reporting Requirements (non-retail) – Saskatchewan.....	7
2.1.5	Government Initial Notification Protocol – Alberta	9
2.1.6	Government Initial Notification Protocol - Saskatchewan.....	11
2.1.7	Lead Agency Roles - Alberta.....	13
2.1.8	Lead Agency Roles - Saskatchewan	15
2.1.9	Supporting Agency Roles - Alberta	17
2.1.10	Supporting Agency Roles - Saskatchewan.....	19
2.1.11	Federal Agency Roles.....	21

The following section 2.1 contains the following redactions:


- 2.1.4: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

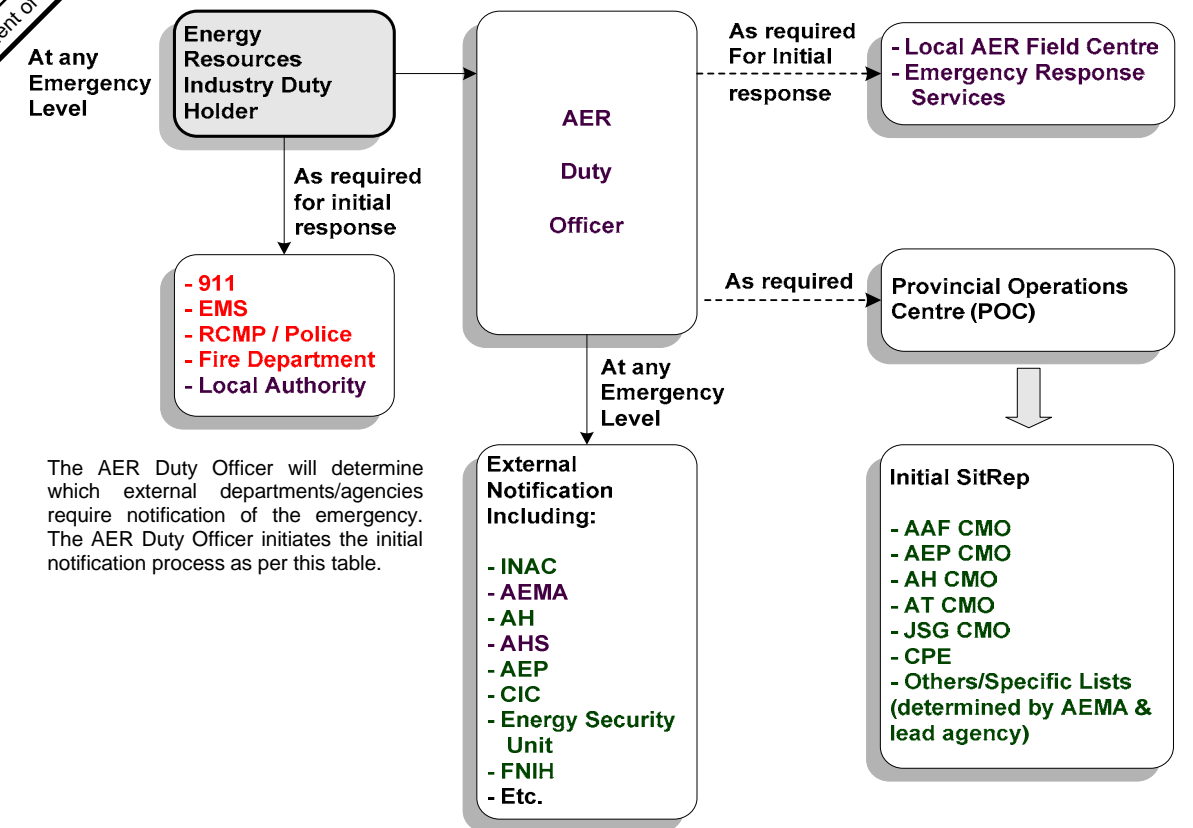
This page has been left blank intentionally.

Notification Requirements for Key Government Agencies

Alberta		Initial Responders										Lead Agencies					Supporting Agencies & Other Government Contacts									
		AGENCY OR RESOURCE																								
INCIDENT TYPE		Ambulance Services	Local Fire Department	RCMP - Royal Canadian Mounted Police	AER - Alberta Energy Regulator	Local Authorities	AHS - Alberta Health Services	AEMA - Alberta Emergency Management Agency	NEB - National Energy Board	OHS - Occupational Health & Safety	AH - Alberta Health	ABSA - Alberta Safety	Alberta Safety	Alberta Boilers Safety Association	Workers Compensation Board	WCSS - Oil Spill Cooperative	ECCC - Environment & Climate Change Canada	CANUTEC	Emergency Response Assistance Canada	DFO - Department of Fisheries and Oceans	At any Emergency Level				Energy Resources Industry Duty Holder	
Sour Gas / HVP Release (Uncontrolled)		a	✓	✓	✓	✓	✓	✓*	c	✓			d	e	f											
Chlorine Gas Release		a	✓	✓	✓	b	✓		c	✓			d	e		f	g									
Sweet Combustible Gas Release		a	✓	✓	✓	✓	✓	✓*	c				d	e												
Spill / Transportation Incident (Unrefined Products)**		a	✓	✓	✓	✓	✓	✓*	c				✓	e	✓	f	g			i						
Spill / Rail or Trucking Incident (Refined Products)**		a	✓	✓	✓	b	✓	✓*	c				✓	e	✓	f	g	h	i							
Serious Injury or Death (Including Vehicle Accidents)	✓		✓	✓	✓			✓*	✓					✓												
Missing Person			✓					✓*																		
Fire / Explosion / B.L.E.V.E.	✓	✓	✓	✓	✓		✓	✓*	c		✓		d	e					h							
Pressure Vessel or Piping Incident			✓	✓	✓			✓*	c		✓			e		f										
Electrical Incident			✓	✓					c			✓		e												
Motor Vehicle Accident (No Injuries)			✓																							
Security Incident			✓	✓				✓*	c																	
On-Site Incident Involving E2 Regulated Substance		a	✓	✓		b			c							f				i						

** Refer to the Alberta Petroleum Industry Release Reporting Requirements chart included in the ERP.

- a) Contact the local fire department if there is potential for secondary fires resulting from the ignition of spilled liquids or escaping gases.
 - b) Contact Alberta Health Services (AHS) if the incident has the potential to impact public health (e.g., contaminated drinking water).
 - c) Contact Occupational Health & Safety when: an injury or accident results in death; an injury results in a worker being admitted to a hospital for more than (2) days; there is an unplanned or uncontrolled explosion, fire or flood that causes a serious injury or that has the potential to cause a serious injury; there is a collapse or upset of a crane derrick or hoist or; there is a collapse or failure of any component of a building or structure necessary for its structural integrity.
 - d) Alberta Transportation's CIC is the first call for all transportation related spills/incidents. If spill is contained on-site, Alberta Transportation will contact the AER. If the spill moves off-site or into a waterbody, Alberta Transportation will contact Alberta Environment and Parks (AEP) and/or Environment & Climate Change Canada (ECCC). Contact Alberta Transportation or the RCMP if an oil & gas emergency affects a highway designated by 1, 2, or 3 digits (e.g., Hwy 2, Hwy 47, Hwy 837).
 - e) Contact the Workers' Compensation Board within 72 hours of being notified of an injury/illness that results in or will likely result in: Lost time or the need to temporarily or permanently modify work beyond the date of accident, death or permanent disability, a disabling or potentially disabling condition caused by occupational exposure or activity, the need for medical treatment beyond first aid, or medical aid expenses.
 - f) ECCC will be notified by AER as required for incidents involving regulated substances at E2 registered facilities, incidents involving PCBs or any spills on first nations lands, in National Parks, into river or lake systems containing fish, or onto railway right-of-way.
 - g) Contact the Canadian Transport Emergency Centre (CANUTEC) when a highway is shut down, there is an injury or fatality, there is lost, stolen or unlawfully interfered with dangerous goods (except Class 9), the incident involves infectious substances, there is an accidental release from a cylinder that has suffered a catastrophic failure, where the shipping documents display CANUTEC's telephone number, where a railway vehicle, ship, aircraft aerodrome or an air cargo facility is involved, when a facility is closed, evacuation/shelter-in-place procedures take place as a result of the transportation of dangerous goods, containment has been damaged and integrity compromised, or the centre/stub sill of a tank car is broken or there is a crack in the metal $\geq 15\text{cm}(6")$. CANUTEC can also provide guidance on handling procedures for toxic material releases.
 - h) Emergency Response Assistance Canada will only respond to incidents that involve the following UN numbers: 1075 (Propane, Butane, etc.) and 1010 (Butadiene); with a tank storage capacity of 450 litres or greater. Advisory assistance will be provided to incidents involving tank storage capacities less than 450 litres.
 - i) Contact the Department of Fisheries and Oceans Canada to report an oil spill that occurs in or around fresh and marine waters.
- ① In the event of a fatality, request that the RCMP contact the Medical Examiner. The RCMP must be notified in the case of lost, stolen or misplaced explosives, radioactive materials or infectious substances.
 - ② Alberta Energy Regulator is designated as the lead agency (single window approach) to implement the Gov't of Alberta Emergency Response Support Plan for a Petroleum Industry Incident.
 - ③ Local Authorities include: cities, towns, villages, counties, municipal districts, improvement districts, special areas, métis settlements, and first nations reserves.
 - ④ Request that Alberta Emergency Management Agency identify the affected local authorities and implement Emergency Services. The Emergency Management Field Officer may provide assistance in contacting some or all of the local authorities.
 - ⑤ Contact the National Energy Board (via the Transportation Safety Board of Canada) for emergencies involving NEB regulated sites and inter-provincial pipelines.
 - ⑥ Occupational Health and Safety - see c) for further details on this agency's role.
 - ⑦ Oil Spill Cooperatives in Alberta are run by Western Canadian Spill Services (WCSS).
- 



This page has been left blank intentionally.

Saskatchewan

Notification Requirements for Key Government Agencies

Incident Type	Agency or Resource										Initial Responders			Lead Agencies			Supporting Agencies & Other Government Contacts									
	Ambulance Services	Local Fire Department	RCMP - Royal Canadian Mounted Police	MER - Ministry of Energy and Resources	Local Authorities	Emergency Management & Fire Safety	SHA - Saskatchewan Health Authority	Sask Ministry of Environment	OH&S - Ministry of Labour Relations & Workplace Safety	WCB - Workers Compensation Board	Sask Ministry of Health - Health Emergency Mgmt Branch	Technical Safety Authority of Saskatchewan	SaskPower - Electrical Safety	Sask Highways and Infrastructure	ECCC - Environment & Climate Change Canada	WCSS - Oil Spill Cooperative	CANUTEC	ERAC - Emergency Response Assistance Canada	DFO - Department of Fisheries and Oceans	WSA - Sask Water Security Agency						
Sour Gas / HVP Release (Uncontrolled)		a	✓	✓	✓	✓	d	✓*	e	✓		f	g		h											k
Chlorine Gas Release		a	✓	✓	✓	c	d		e	✓		f	g		h											k
Sweet Combustible Gas Release		a	✓	✓	✓	✓	d	✓*	e	✓		f	g													k
Spills / Transportation Incidents (Unrefined Products)**		a	✓	✓	✓	✓	d	✓*	e	✓		f	g	✓	✓	h		j								k
Spills / Rail or Trucking Incidents (Refined Products)**		a	✓	✓	✓	c	d	✓*	e	✓		f	g	✓	✓	h	i	j								k
Serious Injury or Death (including Vehicular Accidents)	✓		✓			✓			✓	✓		f														
Missing Person			✓					✓*																		
Fire / Explosion / B.L.E.V.E.	✓	✓	✓	b	✓	✓	d	✓*	e	✓	✓	f	g				i									
Pressure Vessel or Piping Incident			✓	b		c		✓*	e	✓	✓	f														
Electrical Incident			✓	b					e			✓														
Motor Vehicle Accident (No injuries)			✓									f														
Security Incidents			✓	b	✓			✓*	✓																	
On - Site Incident Involving E2 Regulated Substance		a	✓	✓		c	✓						g					j								k

✓ Compulsory contact

3-Jan-19

- * NEB is a compulsory contact only for emergencies involving NEB regulated sites and inter-provincial pipelines.
- ** Refer to the Canadian Petroleum Industry Release Reporting Requirements chart included in the ERP.
- a) Contact the local Fire Department if there is potential for secondary fires resulting from the ignition of spilled liquids or escaping gases.

b) Contact the Ministry of Energy and Resources (MER) to report any incident that requires the operator or licensee to initiate their emergency response plan, for any fire and any blow-out or kick. For all other incidents required to notify MER please refer to the Petroleum Industry Release Reporting Requirements chart included in the ERP.

c) Contact the Saskatchewan Health Authority if the incident has the potential to impact public health (e.g., contaminated drinking water).

d) Contact Sask Ministry of Environment if the incident impacts sensitive or natural areas, crown lands, farm lands, forestry lands, wildfire or wet areas / water bodies.

e) Contact the Ministry of Labour Relations & Workplace Safety - Occupational Health & Safety any "critical incident" - a serious adverse health event including, but not limited to, the actual or potential loss of life, limb or function related to a health service provided by, or a program operated by, Saskatchewan Health Authority (SHA) or health care organization.

f) Contact the Ministry of Highways and Infrastructure and the RCMP if the emergency affects a highway designated by 1, 2, or 3 digits (e.g., Hwy 2, Hwy 47, Hwy 837).

g) Environment & Climate Change Canada (ECCC) will be notified by Sask Ministry of Environment as required for incidents involving regulated substances at E2 registered facilities, incidents involving PCBs or any spills on first nations lands, in National Parks, into river or lake systems containing fish, or onto railway right-of-way.

h) Contact the Canadian Transport Emergency Centre (CANUTEC) when a highway is shut down, there is an injury or fatality, there is lost, stolen or unlawfully interfered with dangerous goods (except Class 9), the incident involves infectious substances, there is an accidental release from a cylinder that has suffered a catastrophic failure, where the shipping documents display CANUTEC's telephone number, where a railway vehicle, ship, aircraft aerodrome or an air cargo facility is involved, when a facility is closed, evacuation/shelter-in-place procedures take place as a result of the transportation of dangerous goods, containment has been damaged and integrity compromised, or the centre/stub sill of a tank car is broken or there is a crack in the metal ≥ 15cm(6"). CANUTEC can also provide guidance on handling procedures for toxic material releases.

i) Emergency Response Assistance Canada will only respond to incidents that involve the following UN numbers: 1075 (Propane, Butane, etc.) and 1010 (Butadiene); with a tank storage capacity of 450 litres or greater. Advisory assistance will be provided involving tank storage capacities less than 450 litres.

j) Contact the Department of Fisheries and Oceans Canada to report an oil spill that occurs in or around fresh and marine waters.

k) Contact the Saskatchewan Water Security Agency for any incident that affect or may affect waterbodies, raw water supplies or potable water sources.
- ① In the event of a fatality, request that the RCMP contact the Medical Examiner. The RCMP must be notified in the case of lost, stolen or misplaced explosives, radioactive materials or infections su

② Local Authorities include: cities, towns, villages or rural municipalities, métis settlements or first nations reserves.

③ Contact the Emergency Management Organization & Fire Safety only for large scale incidents.

④ Saskatchewan Ministry of Environment, Environmental Protection, and Spill Reporting.

⑤ Contact the National Energy Board (via the Transportation Safety Board of Canada) for emergencies involving NEB regulated sites and inter-provincial pipelines.

⑥ Contact the WCB within 5 days after the date on which an employer has become aware of an injury that prevents a worker from earning full wages or that necessitates medical aid, or situations where: the accident causes, or may cause the death of a worker, will require hospitalization for 72 hours ore more, structural failure or collapse of scaffold, accidental contact with an energized electrical conductor or an uncontrolled spill of a toxic substance.

⑦ Oil Spill Cooperatives in Alberta are run by Western Canadian Spill Services (WCSS).

This page has been left blank intentionally.



ALBERTA PETROLEUM INDUSTRY SPILL / RELEASE REPORTING REQUIREMENTS

All spills exceeding the spill/release quotas listed in the table below must be reported immediately to the appropriate regulatory agency.

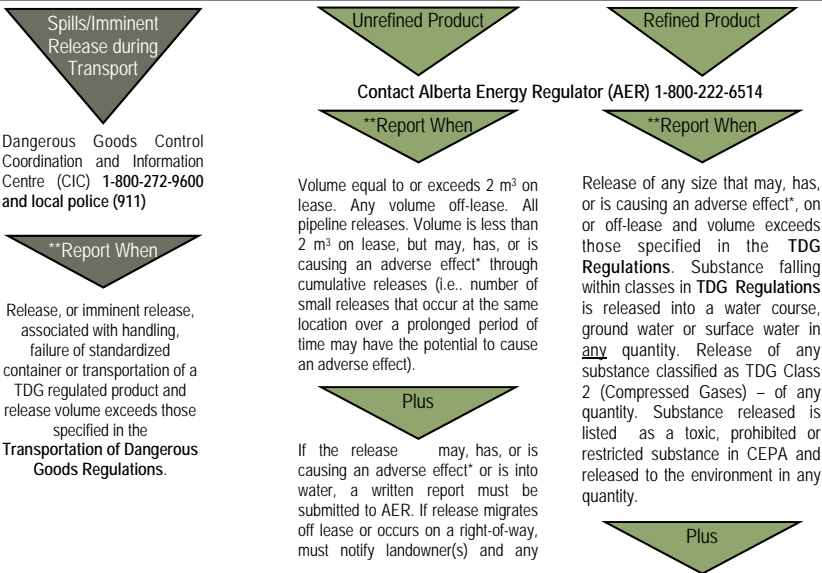
Chemical Class	Substance / Example	T.D.G. Reporting Requirements	Alberta (AER) Reporting Requirements
		Road, Rail or Marine	
Spilled Liquid Substances	Natural Gas	Any quantity	30,000 m ³
	Crude Oil / Emulsion	Any quantity of Packing Group I or II	2 m ³ on site
	Salt Water	More than 30 L or 30 kg of Packing Group III	Any release off-site (Report to local AER office and notify landowner).
	Condensate	No TDG Reporting Requirements	
Class 1 Explosives	Ammunition Nitro-glycerine	Any quantity of Packing Group I or II	* Any amount which may cause adverse effect
Class 2.1 Flammable Gases	H ₂ S Methane Propane Butane Natural Gas	Any quantity	All releases which could pose a danger, or 50 kg
Class 2.2 Non-Flammable Gases	Compressed Air O ₂ N ₂ CO ₂	Any quantity	Any quantity that could pose a danger to public safety or any sustained release of 10 minutes or more
Class 2.3 Toxic Gases (poisonous or corrosive)	H ₂ S SO ₂ Hydrogen Cyanide Nitric Acid Anhydrous Ammonia	Any quantity	
Class 3 Flammable Liquids	Lube Oil Gasoline Diesel Methanol Demulsifiers Scale Inhibitors	No TDG Reporting Requirements	More than 200 L or * Any amount which may cause adverse effect
Class 4.1 Flammable Solids	Calcium Resinate Naphthalene Crude	Any quantity of Packing Group I or II	More than 25 kg or * Any amount which may cause adverse effect
Class 4.2 Spontaneously Combustible	Activated Carbon Potassium Sulphide Phosphorus	Any quantity of Packing Group I or II	More than 50 kg or 50 L or * Any amount which may cause adverse effect
Class 4.3 Dangerous when Wet	Molten Sulphur Calcium Carbide Sodium Activated Carbon	More than 30 L or 30 kg of Packing Group III	More than 1 kg or 1 L or * Any amount which may cause adverse effect
Class 5.1 Oxidizing Substances	Calcium Nitrate Ammonium Nitrate Bleaches	Any quantity of Category A or B	More than 5 kg or 5 L or * Any amount which may cause adverse effect
Class 5.2 Organic Peroxides	Methyl Ethyl Ketone Peroxide Succinic Acid Peroxide	Any quantity of Category A or B	All releases
Class 6.1 Poisonous Toxic Substances	Arsenic Lead Acetate Mercuric Oxide Toxic Pesticides	Any quantity of Category A or B	
Class 6.2 Infectious Substances	Infectious Substances affecting Humans / Animals	Any quantity of Category A or B	
Class 7 Radioactive Substances	Uranium Plutonium Naturally Occurring Radioactive Materials (N.O.R.M.)	For packages being transported under exclusive use: (i) 10 mSv/h on the external surface (ii) 2 mSv/h on the surface of the conveyance, and (iii) 0.1 mSv/h at a distance of 2 m from the surface For packages not being transported under exclusive use: (i) 2 mSv/h on the external surface (ii) 0.1 mSv/h at a distance of 1m from the package, (iii) 2 mSv/h on the surface of the conveyance, and (iv) 0.1 mSv/h at a distance of 2m from the surface of the conveyance.	Discharge or radiation level exceeding 10 mSv/h at package surface & 200 uSv/h, 1m from the package surface
Class 8 Corrosives	Acids Bases Batteries Caustic Amine	Any quantity of Packing Group I or II 30 L or 30 kg of Packing Group III	5 kg or 5 L or * Any amount which may cause adverse effect
Class 9 Miscellaneous Products, Substances & Organisms, Environmentally Hazardous Substances	P.C.B. Asbestos Polystyrene Beads Gas Plant Filters Benzoic Acid Chromic Acetate Cupric Sulphate	30 L or 30 kg of Packing Group II or III, or without Packing Group	25 kg or 25 L or * Any amount which may cause adverse effect
Class 9.1 Miscellaneous (except and with PCB mixtures)			Report any release from a pipeline
Class 9.2 Aquatic Toxic			50 kg or * Any amount which may cause adverse effect
Class 9.3 Wastes (chronic toxic)			1 kg or * Any amount which may cause adverse effect
Other	Refined products follow TDG reporting requirements Any well flowing uncontrolled, any burning of effluent from a well or facility and any fire where loss exceeds 2m ³ of oil, or 30,000m ³ of gas where damage to well head occurs.		

Note: Spills must be reported promptly to avoid possible prosecution.

Does the release or anticipated release exceed the quantity in the table and endanger or could it endanger public safety?

No: No further action from a TDG perspective.

Yes: Emergency report by telephone must be made to local authorities responsible for responding to emergencies. Refer to Release or Anticipated Release Report - Road, Rail or Marine.



GENERAL SPILL REPORTING INFORMATION

Name of caller:	
Name of company:	
Field location:	
Legal description (LSD):	
Time of spill / release:	
Where there any injuries sustained during the spill / release?	
Type of substance:	
Quantity of substance:	
Description of where substance was spilled / released:	
What containment strategies have been implemented thus far?	
Description of immediate surrounding area (water bodies, drainage systems, etc):	

REPORTING OF SPILLS / RELEASES IS REQUIRED TO THE FOLLOWING AGENCIES:

ALBERTA	
Alberta Energy Regulator (AER)	
Province Wide	800-222-6514
Alberta Ministry of Transportation (Dangerous Goods Control Coordination & Information Centre - CIC)	
Province Wide	800-272-9600
CANADA	
CANUTEC	
All Provinces	888-CAN-UTEC (888-226-8832) 613-996-6666
Western Canadian Spill Services (WCSS)	
Western Canada	866-541-8888
National Energy Board (NEB) / Transportation Safety Board of Canada (TSB)	
Incident Reporting line	819-997-7887
NEB Online Event Reporting System (OERS)	
https://apps.neb-one.gc.ca/ers/home/index	

HUSKY EMERGENCY ON-CALL NUMBERS:

On-Call Deputy Director 24 Hour Number	
ERAC 24 Hour Number Husky Oil ERAP #: <div></div> LPG Transportation by Rail and Road	800-265-0212
ERAC 24 Hour Number Husky Oil ERAP #: <div></div> Class 3 - Flammable Liquids by Rail movement only	

* **Adverse Effect:** Impairment of or damage to the environment; or harm to human health, caused by any chemical, physical or biological alteration or any combination of any chemical, physical or biological alterations.

** **Report When:** The release or anticipated release: exceeds quantity in the table AND endangers, or could endanger, public safety.

For all other reportable substances/quantities, please refer to company SDS sheets for more information.

Please refer to section 8.16 of the Transportation of Dangerous Goods (TDG) Regulations for conditions under which a loss or theft report must be made.

This page has been left blank intentionally.



SASKATCHEWAN PETROLEUM INDUSTRY SPILL / RELEASE REPORTING REQUIREMENTS

All spills exceeding the spill/release quotas listed in the table below must be reported immediately to the appropriate regulatory agency.

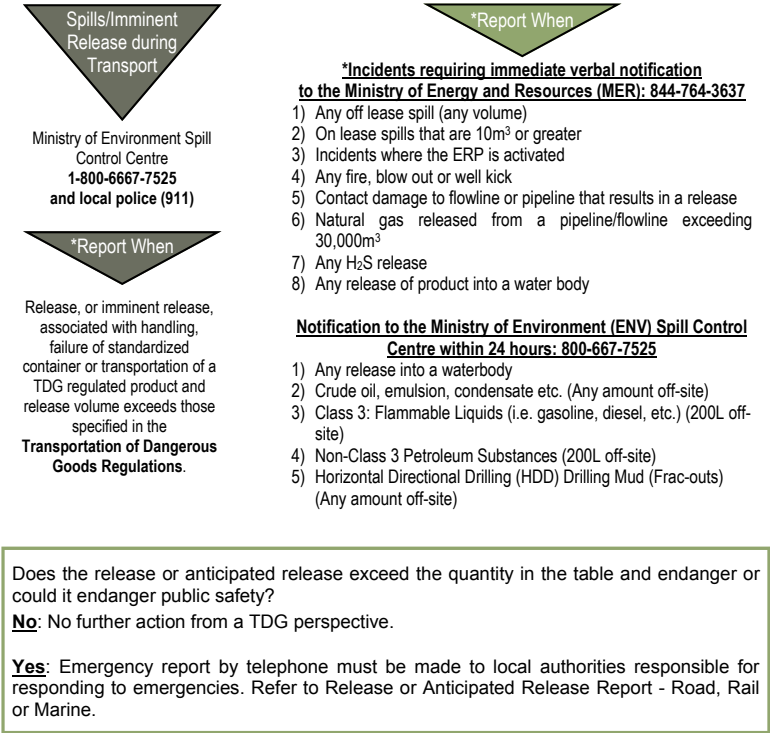
Chemical Class	Substance / Example	T.D.G. Reporting Requirements	Saskatchewan Environment (ENV) / MER Reporting Requirements	
		Road, Rail or Marine	On-Site	Off-Site
Spilled Liquid Substances	Natural Gas	Any quantity	A release > 30,000m ³ or any volume within a road or railway right of way or within 150m of any dwelling (MER)	
	Crude Oil / Emulsion	Any quantity of Packing Group I or II More than 30 L or 30 kg of Packing Group III	2 m ³ or 2000 L	Any amount
	Salt Water	No TDG Reporting Requirements		
	Condensate	Any quantity of Packing Group I or II More than 30 L or 30 kg of Packing Group III		
	Any fluid with toxic substances (SK ONLY)	No specific TDG Reporting Requirements as it falls into many classes	Any amount (MER)	
Class 1 Explosives	Ammunition Nitro-glycerine	Any quantity of Packing Group II	All releases which could pose a danger or 50 kg - report to CANUTEC	
Class 2.1 Flammable Gases	H ₂ S	Any quantity	1000 ppm or 1 mole/Kmole Any volume (MER)	
	Methane Propane Butane Natural Gas		All releases which could pose a danger, 50 kg, or any sustained release of 10 minutes or more	
Class 2.2 Non-Flammable Gases	Compressed Air O ₂ N ₂ CO ₂		All releases which could pose a danger or Compressed Gas: non-Halocarbon containing (including oxygen) - a sustained release of 10 minutes or more or Compressed Gas: Halocarbon containing –100 kg	
Class 2.3 Toxic Gases (poisonous or corrosive)	H ₂ S		1000 ppm or 1 mole/Kmole Any volume (MER)	
	SO ₂ Hydrogen Cyanide Nitric Acid Anhydrous Ammonia	Any amount		
Class 3 Flammable Liquids	Lube Oil	No TDG Reporting Requirements	500 L	200 L
	Gasoline Diesel Methanol Demulsifiers Scale Inhibitors	Any quantity of Packing Group I or II More than 30 L or 30 kg of Packing Group III	500 L or any subsurface loss	200 L or any subsurface loss
Class 4.1 Flammable Solids	Calcium Resinate Naphthalene Crude		100 kg	25 kg
Class 4.2 Spontaneously Combustible	Activated Carbon Potassium Sulphide Phosphorus			
Class 4.3 Dangerous when Wet	Molten Sulphur Calcium Carbide Sodium Activated Carbon			
Class 5.1 Oxidizing Substances	Calcium Nitrate Ammonium Nitrate Bleaches		Packing Groups I & II 50 kg or 50 L Packing Group III 100 kg or 100 L	Packing Groups I & II 2.5 kg or 2.5 L Packing Group III 50 kg or 50 L
Class 5.2 Organic Peroxides	Methyl Ethyl Ketone Peroxide Succinic Acid Peroxide		2.5 kg or 2.5 L	1 kg or 1 L
Class 6.1 Poisonous Toxic Substances	Arsenic Lead Acetate Mercuric Oxide Toxic Pesticides		Packing Group I 2.5 kg or 2.5 L Packing Groups II & III 10 kg or 10 L	Packing Group I 1 kg or 1 L Packing Groups II & III 5 kg or 5 L
Class 6.2 Infectious Substances	Infectious Substances affecting Humans / Animals	Any quantity of Category A or B	All releases	
Class 7 Radioactive Substances	Uranium Plutonium Naturally Occurring Radioactive Materials (N.O.R.M.)	For packages being transported under exclusive use: (i) 10 mSv/h on the external surface (ii) 2 mSv/h on the surface of the conveyance, and (iii) 0.1 mSv/h at a distance of 2 m from the surface For packages not being transported under exclusive use: (i) 2 mSv/h on the external surface (ii) 0.1 mSv/h at a distance of 1m from the package, (iii) 2 mSv/h on the surface of the conveyance, and (iv) 0.1 mSv/h at a distance of 2m from the surface of the conveyance.	As per permit approval conditions for the operation facility. Where there is no permit approval.	Any volume
Class 8 Corrosives	Acids Bases Batteries Caustic Amine	Any quantity of Packing Group I or II 30 L or 30 kg of Packing Group III	10 kg or 10 L	5 kg or 5 L
Class 9 Miscellaneous Products, Substances & Organisms, Environmentally Hazardous Substances	P.C.B. Asbestos Polystyrene Beads Gas Plant Filters Benzoic Acid Chromic Acetate Cupric Sulphate	30 L or 30 kg of Packing Group II or III, or without Packing Group	N/A	
Class 9.1 Miscellaneous (except and with PCB mixtures)			Miscellaneous Except PCB Mixtures 100 kg	Miscellaneous Except PCB Mixtures 25 kg or 25 L
			PCB Mixtures 50 grams net PCB content	
Class 9.2 Aquatic Toxic			1 kg or 1 L	
Class 9.3 Wastes (chronic toxic)			10 kg or 10 L	5 kg or 5 L
	Drilling Fluids & Wastes (SK ONLY)		2000 L (ENV) or Any volume released that is not approved under GL99-01 (MER)	
	Frac Wastes (SK ONLY)		2000 L (ENV) or Any volume released that is not approved under GL2000-01 (MER)	
	Oil Byproducts (SK ONLY)		2000 L (ENV) or Any volume released that is not approved under GK97-02 (MER)	
	Industrial Wastes (SK ONLY)		1000 kg or 1000 L	500 kg or 500 L
Other	Non-Class 3 Plant based oils and fuels (SK Only)	No TDG Reporting Requirements	500 L	250 L
	Non-Class 3 Petroleum Substances (SK Only)		500 L	200 L
	Sewage (SK ONLY)		N/A	300 L
	Refined chemicals used in the maintenance, production or operation of a well, facility, pipeline or flowline (SK ONLY)		500 L 0.5m ³ or 500 L (MER)	Any amount
	Other Refined products		Refined products follow TDG reporting requirements	

Note: Spills must be reported promptly to avoid possible prosecution.

*** Note:**
Written reports must be completed online via the Integrated Resource Information System (IRIS) within 5 days of the initial notification. A complete incident report must be completed online via IRIS within 90 days of the initial notification. Consult with Area Environmental Advisor for assistance in preparation of written reports.

Written reports must include:

- ◆ date, time and exact location (provided by legal subdivision, section, township and range, and lat & long (NAD 83) where the incident occurred;
- ◆ an estimate of the initial volume of oil, salt water, condensate, product or gas lost, and a further estimate of any volume subsequently recovered;
- ◆ a description of the circumstances leading to the event;
- ◆ a discussion of the containment and recovery procedures respecting the event;
- ◆ a discussion of steps to be taken to prevent similar future events; and
- ◆ any other information that Ministry of Energy and Resources representatives request.



GENERAL SPILL REPORTING INFORMATION

Name of caller:	
Name of company:	
Field location:	
Legal description (LSD):	
Time of spill / release:	
Were there any injuries sustained during the spill / release?	
Type of substance:	
Quantity of substance:	
Description of where substance was spilled / released:	
What containment strategies have been implemented thus far?	
Description of immediate surrounding area (water bodies, drainage systems, etc):	

REPORTING OF SPILLS / RELEASES IS REQUIRED TO THE FOLLOWING AGENCIES:

SASKATCHEWAN	
Ministry of the Environment (ENV) Provincial Spill Control Centre / Transportation Dangerous Goods (TDG)	800-667-7525
Ministry of Energy and Resources (MER)	844-764-3637
Local MER Offices: Lloydminster Kindersley Swift Current Estevan	306-825-6434 306-463-5400 306-778-8252 306-637-4541
Report upstream releases to Ministry of Energy and Resources. Upstream releases that may or have already caused an adverse effect must also be reported to the Provincial Spill Control Centre.	
Water Security Agency (WSA)	306-694-3900
CANADA	
CANUTEC	
All Provinces	888-CAN-UTEC (888-226-8832) 613-996-6666
National Energy Board (NEB) / Transportation Safety Board of Canada (TSB)	
Incident Reporting Line	819-997-7887
NEB Online Event Reporting System (OERS)	
https://apps.neb-one.gc.ca/ers/home/index	

HUSKY EMERGENCY ON-CALL NUMBERS:

On-Call Deputy Director 24 Hour Number	
ERAC 24 Hour Number Husky Oil ERAP #: <div></div> LPG Transportation by Rail and Road	800-265-0212
ERAC 24 Hour Number Husky Oil ERAP #: <div></div> Class 3 - Flammable Liquids by Rail movement only	

Adverse Effect: impairment of or damage to the environment; or harm to human health, caused by any chemical, physical or biological alteration or any combination of any chemical, physical or biological alterations.

*** Report When:** The release or anticipated release: exceeds quantity in the table AND endangers, or could endanger, public safety.

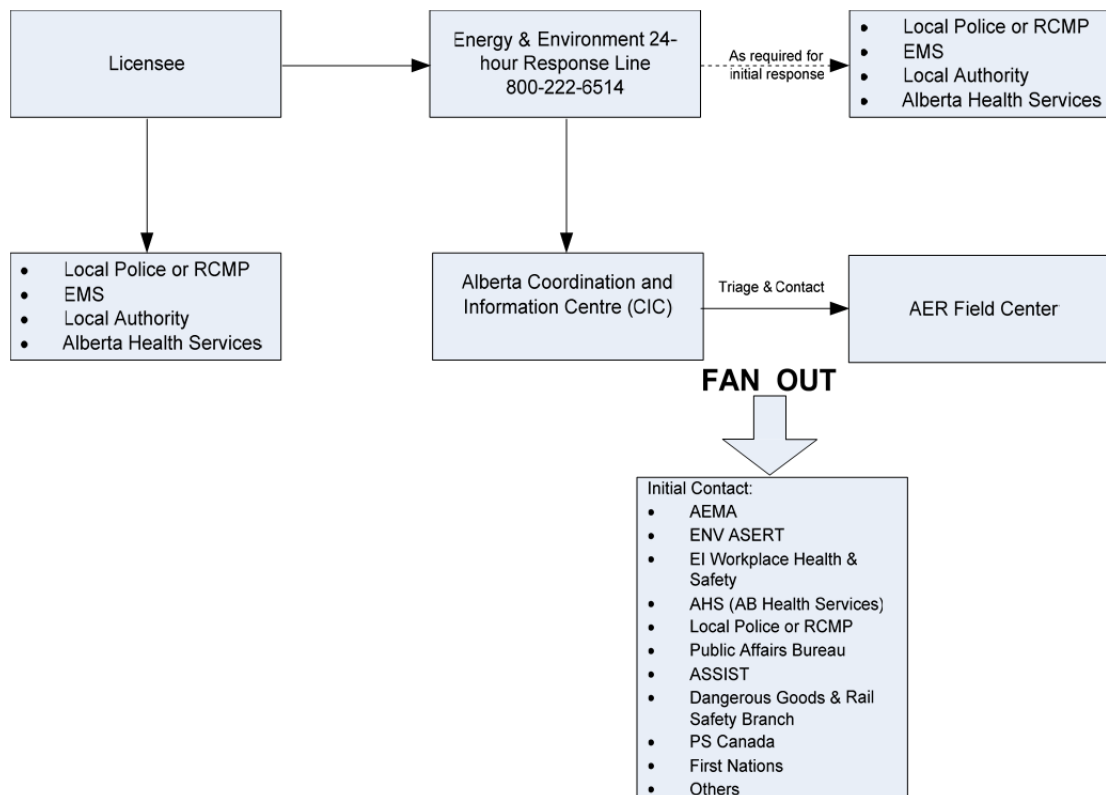
For all other reportable substances/quantities, please refer to company SDS sheets for more information.

Please refer to section 8.16 of the Transportation of Dangerous Goods (TDG) Regulations for conditions under which a loss or theft report must be made.

This page has been left blank intentionally.

2.1.5 Government Initial Notification Protocol – Alberta

During any energy related emergency Husky Energy will contact the Energy & Environmental 24 Hour Response Line at 1-800-222-6514. The incoming call will be received and triaged by the Alberta Coordination and Information Center (CIC). The CIC will then determine the appropriate AER Field Center to contact. Additional external departments/agencies will be contacted as required.



Note: Husky is responsible for ensuring proper government agency notification. The above notification protocol should be a back-up to Husky's own notification to agencies.



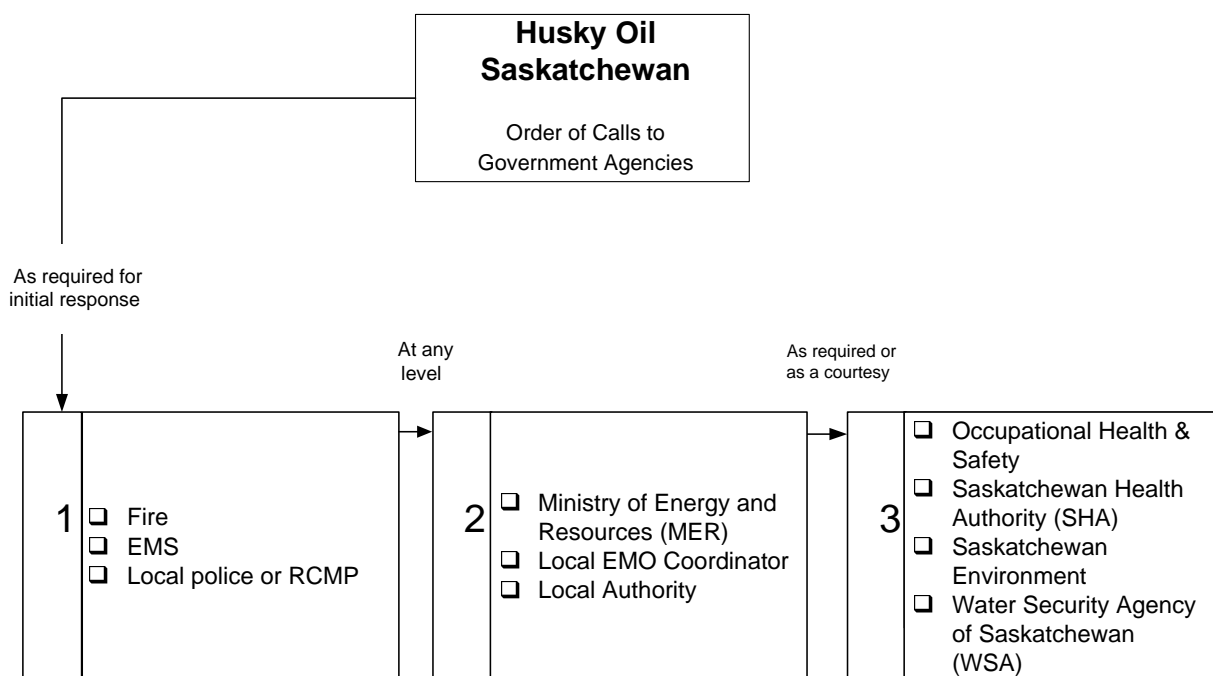
This page has been left blank intentionally

2.1.6 Government Initial Notification Protocol - Saskatchewan

The Lead Agency for Saskatchewan is the Ministry of Energy and Resources (MER). They must be informed of any upstream petroleum related incident in the province.

Saskatchewan Emergency Management and Fire Safety (EMFS) is responsible for overseeing and co-ordinating all aspects of emergency preparedness in the province. Through the EMFS, the province works closely with individual municipalities and local Emergency Management Organization (EMO) Coordinators to achieve its emergency planning driven oversight of petroleum industry operations.

The fan out of calls to external departments and agencies is made in accordance with the following protocol:



Initial communication at all Levels of Emergencies will proceed as follows:

- Husky to contact First Responders (fire, RCMP, ambulance) as required.
- Husky to notify MER for petroleum-related incidents.
- Husky to contact the Local Authority and Local EMO Coordinator who will notify the regional EMO/provincial EMFS, if required.
- Husky will then contact other appropriate agencies (e.g. Occupational Health & Safety, Saskatchewan Health Authority, Saskatchewan Environment, Water Security Agency of Saskatchewan, etc.).

Note: Husky is responsible for ensuring proper government agency notifications. See Section 2.1 Government Notification Requirements.



This page has been left blank intentionally

BEFORE THE INCIDENT		DURING THE INCIDENT		AFTER THE INCIDENT	
*Alberta Energy Regulator (AER)	COMMON TASKS	<ul style="list-style-type: none"><input type="checkbox"/> The AER may activate the ERIESP based on the following criteria:<ul style="list-style-type: none"><input type="checkbox"/> Level 2 or 3 emergencies (as defined by the AER)<input type="checkbox"/> Any level of emergency:<ul style="list-style-type: none"><input type="checkbox"/> requires coordination of multi-agency response;<input type="checkbox"/> requires coordination of information and communication between departments/agencies and/or has significant provincial/national media interest.<input type="checkbox"/> Elevations of the POC will be escalated by AEMA. Once the elevations level of the POC has been escalated, provincial-level emergency control will be coordinated by AEMA under the leadership of the lead agency.<input type="checkbox"/> The AER will develop emergency objectives to guide the GoA response and support to duty holders and local authorities. AEMA will assist the AER by providing leadership and strategic policy direction for the GoA as per the <i>Government Emergency Management Regulation (AR 248/2007)</i>.<input type="checkbox"/> GoA emergency management assistance will be provided to the local authority as requested and as long as is required by the local authority.		<ul style="list-style-type: none"><input type="checkbox"/> Complete a Post Incident Assessment (PIA) based on the scope of their involvement and the outcome.<input type="checkbox"/> Integrate PIA into internal response processes.<input type="checkbox"/> All departments/agencies will participate in a joint PIA to be coordinated by AER. Participation from each department/agency will be determined by the response to the emergency.<input type="checkbox"/> Reports required by other regulatory authorities must be completed and delivered to the appropriate regulatory body within the time lines they prescribe.	
		<ul style="list-style-type: none"><input type="checkbox"/> Confirm and act as lead Government of Alberta (GoA) organization in in energy resources industry emergency preparedness and response.<input type="checkbox"/> Set requirements for planning for, and responding to energy resources industry emergencies.<input type="checkbox"/> Participate in exercises of this plan.<input type="checkbox"/> Review and recommend changes to this plan.<input type="checkbox"/> Maintain 24/7 telephone contact where energy resources industry emergencies can be reported.<input type="checkbox"/> Maintain 24/7 emergency contact numbers where resources can be accessed to carry out a response to this plan.<input type="checkbox"/> Make this plan available to stakeholders.<input type="checkbox"/> Communicate changes to the plan with stakeholders<input type="checkbox"/> Maintain emergency response resources.<input type="checkbox"/> Act as Subject Matter Expert (SME).		<ul style="list-style-type: none"><input type="checkbox"/> Conduct the PIA related to the response, as described by the ERIESP.<input type="checkbox"/> As part of the PIA, recommend any mitigation actions that may improve the coordination of the GoA response, as described by the ERIESP.<input type="checkbox"/> Establish processes to receive and address community concerns.<input type="checkbox"/> Review and update the ERIESP, in consultation with AEMA.<input type="checkbox"/> Communicate any changes to the ERIESP to applicable stakeholders.	
	*AEMA	<ul style="list-style-type: none"><input type="checkbox"/> Confirm AER has been notified.<input type="checkbox"/> Conduct the notification in accordance with Section 5.3.<input type="checkbox"/> Obtain a situation report from the AER, AEP, local authority, etc.<input type="checkbox"/> Confirm the level of emergency.<input type="checkbox"/> Elevate the POC as required.<input type="checkbox"/> Notify the appropriate provincial officials as per standard operating procedures.<input type="checkbox"/> Release consolidated Situation Reports in accordance with section 3.4.4.<input type="checkbox"/> Coordinate the Government of Alberta response including requests for provincial/federal resources.<input type="checkbox"/> Provide ongoing situation reports or briefing notes to appropriate provincial officials in accordance with the AEP or as requested.<input type="checkbox"/> Notify partners and stakeholders when the event is over.		<ul style="list-style-type: none"><input type="checkbox"/> Participate in all PIAs related the ERIESP.<input type="checkbox"/> Complete documentation or reporting in relation to the activation of the ERIESP and the emergency for all GoA-wide PIAs.	
	LOCAL AUTHORITY	<ul style="list-style-type: none"><input type="checkbox"/> Receive notification and work with the licensee/operator.<input type="checkbox"/> In a petroleum industry incident, determine if the incident can be managed and the level of support that would be needed if required from AER and AEMA. If the local authority, licensees or operators are unable to manage the response, the AER with assistance from AEMA will manage the response.<input type="checkbox"/> Send a local authority liaison officer to be present at the AER regional EOC if necessary.<input type="checkbox"/> If AEMA is providing support provide regular situation reports.<input type="checkbox"/> Respond to and assess the emergency incident.<input type="checkbox"/> Establish contact with the industrial operator in order to:<ul style="list-style-type: none"><input type="checkbox"/> Obtain additional hazard information.<input type="checkbox"/> Determine where road blocks should be or are established.<input type="checkbox"/> Determine the direction of approach to the incident.<input type="checkbox"/> Determine if there are any injuries.<input type="checkbox"/> Find out what response and public protection actions have been taken.<input type="checkbox"/> Identify the location of the On-site Command Post (OSCP) and any Emergency Operations Centres (EOCs).<input type="checkbox"/> Activate the MEP, when required.<input type="checkbox"/> Manage the Local Authority's emergency response.<input type="checkbox"/> Activate the emergency public warning system to alert people to life threatening hazards, as required.<input type="checkbox"/> Activate the Municipal EOC (MEOC), as required.<input type="checkbox"/> Initiate public protection measures, as necessary.<input type="checkbox"/> May dispatch a representative to the Provincial Operations Centre (POC), when it is established, to coordinate the response, if requested.<input type="checkbox"/> If necessary, declare a local State of Emergency.<input type="checkbox"/> If the hazard area extends beyond the Emergency Planning Zone (EPZ), the county will coordinate evacuation of the public as well as reception centre establishment and maintenance with the industrial operator.<input type="checkbox"/> When possible, work with all other responders to establish a single Regional EOC (REOC).<input type="checkbox"/> Establish a public information service, including the use of the news media to inform and instruct the public of the emergency and of any protective actions to be taken.<input type="checkbox"/> Coordinate news releases with the licensee, if required.<input type="checkbox"/> Inform AEMA and the public when the emergency is over.		<ul style="list-style-type: none"><input type="checkbox"/> Complete a "lessons learned" process based on the scope of involvement and provide any feedback to the industrial operator.<input type="checkbox"/> Participate in multi-agency debriefings.	
ALBERTA HEALTH SERVICES (AHS)		<ul style="list-style-type: none"><input type="checkbox"/> Provide guidance to stakeholders and local municipal authorities in identifying sites suitable for establishing and operating an evacuation centre and/or reception centre, including operational requirements.<input type="checkbox"/> Provide guidance to stakeholders on substances that may affect public health in consultation with the Zone Medical Officer of Health (MOH), including Alberta Health Acute Exposure Health Effects for Hydrogen Sulphide and Sulphur Dioxide information.<input type="checkbox"/> Conduct assessments, inspections and give regulatory direction, when appropriate, to ensure the requirements of provincial legislation and EPH program areas of responsibilities for public health protection and disease prevention are maintained.<input type="checkbox"/> Notify the Zone Medical Officer of Health of any incident affecting or potentially affecting other AHS programs or facilities. The Zone MOH will notify and coordinate emergency response in other program areas and facilities as necessary.<input type="checkbox"/> Establish EPH emergency management operations, when appropriate, to support regional efforts and liaise with the Government Emergency Operations Centre, Municipal Emergency Operations Centre and/or Industry Emergency Operations Centre, if needed.<input type="checkbox"/> Assist the Zone Medical Officer of Health, local municipal authority, and Public Information/Communication officers in the development, issuance, and rescinding of public health, public evacuation, and shelter-in-place advisories.<input type="checkbox"/> Provide guidance to stakeholders on matters relating to evacuation of the public and/or public facilities, and the re-occupancy of those evacuated areas or facilities.<input type="checkbox"/> Record and respond to health complaints or concerns from the public during and following and incident.		<ul style="list-style-type: none"><input type="checkbox"/> Record and respond to health complaints or concerns from the public during and following and incident.<input type="checkbox"/> Participate in stakeholder debriefings as necessary.	
ALBERTA HEALTH SERVICES (AHS)		Alberta Health Services (AHS) - Environmental Public Health (EPH) roles and responsibilities in public health emergency preparedness and response to oil and gas industry are outlined below. The provision of services during an emergency depends upon our assessment of legislative responsibilities, impact to services, and business continuity. Environmental Public Health will endeavor to: <ul style="list-style-type: none"><input type="checkbox"/> Participate with the licensee in the development of their Emergency Response Plans as it relates to the Environmental Public Health Program's role and responsibility.<input type="checkbox"/> Provide the AHS Zone Single-Point-of-Contact (SPOC) emergency phone number to enable the Licensee to notify and alert the Zone of an emergency. From the initial notification or alert, AHS emergency response will fan out to and coordinate with other AHS programs and facilities as necessary. The 911 EMS services remain independent of the Zone SPOC notification/alert process.<input type="checkbox"/> Participate with stakeholders in preparedness training and exercises associated with a Licensee's simulated activation of an Emergency Response Plan in which Environmental Public Health has a role and responsibility.<input type="checkbox"/> Participate in public information sessions during the Licensee's Emergency Response Plan development process when appropriate and as resources allow.			

Note: The roles for the local authority(s) and regional health authority(s) are not outlined in the Energy Resources Industry Emergency Support Plan (ERIESP) Plan and will be coordinated during the public consultation program.

*AER - Alberta Energy Regulator

*AEMA - Alberta Emergency Management Agency

*AHS - Alberta Health Services



BEFORE THE INCIDENT

The first level of emergency response is provided by fire and/or police services and may involve the activation of the Emergency Operations Centre (EOC). Other first responders, such as the RCMP and Emergency Medical Services, or EMS, have a provincial mandate but with a local presence through detachments or stations. These agencies are usually accessed through 9-1-1 and have internal dispatch arrangements.

- ☐ First responders work at the site level of an event and include police, fire and ambulance. Activities of first responders include medical response, firefighting and managing crowds or evacuation zones
- ☐ When a local authority EOC is activated, police and fire first responder agencies provide situational awareness to the local authority and submit requests for support to the local authority EOC
- ☐ First response services provided by a fire department are determined by the local authority responsible, and may include hazardous material incident response, road rescue, and medical rescue
- ☐ Emergency Medical Services, or EMS, operates under the authority of the Alberta Health Services. No matter where an emergency happens in Alberta, AHS EMS can transport patients by either a ground ambulance or air ambulance – fixed wing airplane or helicopter.
- ☐ AHS EMS staff actively participates in emergency planning, mock emergency exercises and other joint training initiatives to ensure emergency preparedness and response resources are identified and deployed quickly and effectively when they are needed most
- ☐ Maintain readiness status for emergency notification
- ☐ Participate in industrial operators' exercises where possible
- ☐ Maintain 24 hour emergency contact numbers

DURING THE INCIDENT

RCMP

- ☐ RCMP or local police would also become involved if there are fatalities, as they are required to participate in the investigations. This could be through the medical examiner.
- ☐ Maintain law and order and assist the operator with local security but would require discussion with the local police at the time.
- ☐ The Office of the Fire Commissioner (OFC) has a working relationship with the RCMP and the RCMP may conduct selected duties of the Fire Commissioner where the fire's impact is not significant.
- ☐ Assist with traffic control, crowd control, evacuation, and residence security.
- ☐ Typically would not be involved in setting up or maintaining roadblocks unless the emergencies impacted or required the closure of 1, 2 and 3 digit Provincial or Secondary highways.
- ☐ Establish and maintain communications with industrial operator.
- ☐ Dispatch a representative to the off-site Regional Emergency Operations Centre, when established, to coordinate the response.
- ☐ Coordinate with the industrial operator both the establishment and the administration of reception centres for evacuees.
- ☐ Maintain a 24 hour emergency contact number where resources can be accessed for a response related to Emergency Response Plans.

Fire

- ☐ Respond to and assess emergency incident to the scope of their abilities.
- ☐ Establish a unified OSCP / ICP (On-site Command Post / Incident Command Post).
- ☐ Communicate to MEOC and provide site reps as required.
- ☐ Assist with fire protection where trained personnel are available.
- ☐ Provide emergency medical assistance, as required.
- ☐ Coordinate news releases with the licensee, if required.

EMS

- ☐ Respond to and assess emergency incident to the scope of their abilities.
- ☐ The Alberta Health Services provides and coordinates ambulance services within Alberta, including triage, treatment, transportation and care of casualties
- ☐ Provide emergency medical assistance, as required. Emergency Medical Technicians (EMT) or Emergency Medical Responders (EMR) provide basic patient assessment and treatment including obtaining vital signs, administering oxygen and splinting extremities.
- ☐ ALS ambulances have at least one paramedic with expanded training, scope of practice, and can provide advanced treatment in airway management and medication administration.

AFTER THE INCIDENT

- ☐ Complete a "lessons learned" process based on the scope of involvement and provide any feedback to the industrial operator.
- ☐ Participate in multi-agency debriefings.

Note: The roles for the local authority(s) and regional health authority(s) are not outlined in the Petroleum Industry Incident Support Plan and will be coordinated during the public consultation program.
*AER - Alberta Energy Regulator (Oil & Gas) / *AEP - Alberta Environment and Parks

*AEMA - Alberta Emergency Management Agency

*EMERGENCY SERVICES – as managed / operated by the Local Authority / Health Authority

*Ministry of Energy and Resources (MER)

*Emergency Management & Fire Safety

Ministry of Environment

Before the Incident	During the Incident	After the Incident
<p>The Ministry of Energy and Resources (MER) is responsible for regulating environmental aspects of the oil and gas industry. This division has major responsibilities in all areas related to provincial jurisdiction over oil and gas resources.</p> <ul style="list-style-type: none"><input type="checkbox"/> Act as the lead provincial government organization in petroleum industry emergency responses.<input type="checkbox"/> Participate in selected licensee ERP exercises.<input type="checkbox"/> Review and recommend changes to Emergency Response Plans.<input type="checkbox"/> Maintain a 24 hour telephone contact where petroleum industry incidents can be reported.<input type="checkbox"/> Maintain 24 hour emergency contact numbers where resources can be accessed to carry out a response to Emergency Response Plans.<input type="checkbox"/> Approve applications for wells, production facilities, pipelines and gas plants, under the authority of the Oil and Gas Conservation Act/Regulations, the Pipelines Act, and the Crown Mineral Act/Regulations.<input type="checkbox"/> Inspect and monitor field operations associated with the petroleum industry.<input type="checkbox"/> Approve exploration programs.<input type="checkbox"/> Control produced water disposal.	<ul style="list-style-type: none"><input type="checkbox"/> Receive information pertaining to petroleum industry incidents.<input type="checkbox"/> Initiate notification of other government agencies.<input type="checkbox"/> May directly alert the following agencies as required:<ul style="list-style-type: none"><input type="checkbox"/> Closest RCMP detachment<input type="checkbox"/> Local / Municipal / Regional authorities<input type="checkbox"/> Other government agencies<input type="checkbox"/> Assist the National Energy Board if required.	<ul style="list-style-type: none"><input type="checkbox"/> Participate in a lessons learned process based on the scope of their involvement and the outcome.<input type="checkbox"/> Monitor spills and cleanup, and approve specific waste treatment and remediation programs.
<p>Emergency Management and Fire Safety is committed to promoting emergency preparedness, 9-1-1, fire and life safety education across Saskatchewan. The various programs offered have one common goal – to better prepare and protect the residents, property and environment of the province of Saskatchewan.</p> <ul style="list-style-type: none"><input type="checkbox"/> Prepare to assist the Ministry of Energy and Resources with response to petroleum industry incidents.<input type="checkbox"/> Review and recommend changes to Emergency Response Plans.<input type="checkbox"/> Make the plan available to stakeholders.<input type="checkbox"/> Train personnel to carry out functions as assigned by their Emergency Plan or procedures.<input type="checkbox"/> Participate in selected licensee ERP exercises.<input type="checkbox"/> Communicate changes to the plan to plan holders.<input type="checkbox"/> Maintain 24 hour emergency contact numbers.<input type="checkbox"/> Maintain a 24 hour duty manager system.<input type="checkbox"/> Maintain GEOC readiness.	<ul style="list-style-type: none"><input type="checkbox"/> If notified of an emergency, inform the Ministry of Energy and Resources, Saskatchewan Ministry of Environment and the local authority of the notification.<input type="checkbox"/> Upon notification of an emergency event of moderate (level 2) or high (level 3) impact, complete the provincial government notification and call down.<input type="checkbox"/> The Emergency Management & Fire Safety duty manager obtains a SitRep from Ministry of Energy and Resources, industrial operator or the local authority and confirms the level of impact.<input type="checkbox"/> The duty manager notifies the appropriate provincial officials as per operating procedures.<input type="checkbox"/> Prepare briefing notes, as appropriate.<input type="checkbox"/> When requested by the local authority, dispatch an Emergency Management & Fire Safety district officer (liaison officer) to the municipal EOC.<input type="checkbox"/> When requested, activate the GEOC for the Ministry of Energy and Resources to use as the off-site REOC until the REOC is established near the event site.<input type="checkbox"/> Upon request from the Ministry of Energy and Resources, dispatch a Emergency Management & Fire Safety representative to the REOC near the event site.<input type="checkbox"/> Upon request of the Ministry of Energy and Resources or the local authority, activate the GEOC to coordinate and support response activities to the event with provincial resources.<input type="checkbox"/> Provide ongoing SitReps or briefing notes to appropriate provincial officials.	<ul style="list-style-type: none"><input type="checkbox"/> Notify plan holders when the event is over.<input type="checkbox"/> Debrief GEOC participants.<input type="checkbox"/> Compile GEOC log.<input type="checkbox"/> Properly shut down GEOC.<input type="checkbox"/> Participate in event debriefings.<input type="checkbox"/> Communicate any changes of the plan to all plan holders.<input type="checkbox"/> Complete report in relations to the activation of the Emergency Response Plan and the incident.
<ul style="list-style-type: none"><input type="checkbox"/> Maintain 24 hour emergency contact number (1-800-667-7525) for reporting environmental emergencies.<input type="checkbox"/> Review project applications to assess potential impacts on fish and wildlife and associated habitat (including fish and wildlife development fund lands and conservation easements), endemic flora, endangered flora and fauna species, timber resources, provincial parks, resource lands, recreational resources waters (wetlands, creeks, rivers and lakes).<input type="checkbox"/> Administer the Saskatchewan environment assessment and review process as outline in the Environmental Review Guidelines for Oil and Gas Activities to assess, regulate, and mitigate the impact of alterations to the natural environment by oil and gas activities.<input type="checkbox"/> Grant surface leases and easement agreements on Crown resource lands under the authority of several Acts. Provide advice on project development in environmentally sensitive areas, including guidance on environmentally acceptable construction and development practices.<input type="checkbox"/> Provide administration and management of Crown Lands in regard to habitat concerns to ensure sustainability and biological diversity.<input type="checkbox"/> Establish conditions for the management and protection of natural resources including forests, fish, wildlife, lands, waters and parks.<input type="checkbox"/> Protection of primary resources including air, water, and soil using regulatory and non-regulatory controls (i.e., pollution prevention and regulation of waste dangerous goods).<input type="checkbox"/> Conduct field inspections to ensure that project development and operation comply with relevant regulatory requirements.<input type="checkbox"/> Receive and audit wildfire prevention plans submitted as per Section 20 of <i>The Wildfire Act</i>. <p>Wildfire Protection Operations</p> <ul style="list-style-type: none"><input type="checkbox"/> Wildfire management on all crown lands (including parks) within the province to protect values at risk within those areas. This includes policy, prevention, mitigation detection, response and reclamation associated with wildfires.<input type="checkbox"/> Wildfire priorities are: (1) Human Life; (2) Communities; (3) Major public and industrial infrastructure; (4) commercial timber; and (5) Structures, natural resources and commercial/industrial operations.<input type="checkbox"/> Provincial Wildfire is supported by provincial aircraft fleet, staff, equipment as well as contracted services primarily based out of northern parts of the province.<input type="checkbox"/> The Wildfire Management Branch is often required to provide significant support to the Province's Emergency Management Organization for non-wildfire type events. <p>Forest Services</p> <ul style="list-style-type: none"><input type="checkbox"/> Operating plan approvals and permit issuance.<input type="checkbox"/> Monitoring, inspecting, compliance and enforcement.<input type="checkbox"/> Review and approval of timber harvesting dispositions.	<ul style="list-style-type: none"><input type="checkbox"/> Monitor discharges and mitigates impact of release related substances.<input type="checkbox"/> Mobilize wildfire management resources as required in the event of a wildfire or situation that has the potential to create a wildfire.<input type="checkbox"/> Develop weather forecasts and wildfire hazard forecasts in cooperation with federal and provincial partners.<input type="checkbox"/> Carry-out wildfire response to protect values at risk from wildfire.<input type="checkbox"/> Assist in locating transients for evacuation.<input type="checkbox"/> Provide advice as to the effects of igniting the released product.<input type="checkbox"/> As requested, will provide and approve burning permit to ignite a spill or release.<input type="checkbox"/> Provide advice regarding the effects of the contaminants on wildlife, livestock, plants and soil.<input type="checkbox"/> Provide advice and assistance in developing procedures to mitigate affected wildlife, livestock, plants, soil or farmsteads.<input type="checkbox"/> Provide necessary permits for remediation activities.<input type="checkbox"/> Responsible Party is responsible to provide a plan regarding the effects of the contaminants on wildlife, livestock, plants and soil to be approved by the ministry.<input type="checkbox"/> Responsible Party is responsible to provide a plan to develop procedures to mitigate affected wildlife, livestock, plants, soil or farmsteads to be approved by the ministry.	<ul style="list-style-type: none"><input type="checkbox"/> Provide regulatory oversight on development and execution of Environmental Site Assessment.<input type="checkbox"/> Review restoration statements or release requests from operators following facility abandonment and reclamation on Crown.<input type="checkbox"/> Provide regulatory oversight on development and execution of Corrective Action Plans.

* Emergency Services – as managed / operated by the Local Authority



Lead Agency Roles

Saskatchewan Health Authority

Local Authority / Rural Municipalities

*Emergency Services

Before the Incident	During the Incident	After the Incident
<p>A call to 9-1-1 is often how first responders become aware of an emergency. As more people become aware of an emergency, the affected area increases or the emergency changes, more 9-1-1 calls are received.</p> <p><input type="checkbox"/> Local fire, police, paramedic, and search and rescue teams are normally the first to respond to an emergency. They are responsible for managing most local emergencies as part of the municipal emergency plan.</p> <p><input type="checkbox"/> Maintain readiness status for emergency notification.</p> <p><input type="checkbox"/> Participate in industrial operators' exercises where possible.</p> <p><input type="checkbox"/> Maintain 24 hour emergency contact numbers.</p>	<p>RCMP</p> <p><input type="checkbox"/> Provide emergency site security (establish inner and outer perimeter of emergency site).</p> <p><input type="checkbox"/> Assist in traffic and crowd control.</p> <p><input type="checkbox"/> Coordinate search and rescue activities.</p> <p><input type="checkbox"/> Assist with evacuations.</p> <p><input type="checkbox"/> Advise medical examiner in the event of a fatality.</p> <p><input type="checkbox"/> Log all actions.</p> <p>Fire</p> <p><input type="checkbox"/> Coordinate fire suppression, dangerous goods and rescue (except ground search and rescue).</p> <p><input type="checkbox"/> Activate the Fire Mutual Aid system if necessary.</p> <p><input type="checkbox"/> Assist with the evacuation of people.</p> <p><input type="checkbox"/> Log all actions.</p> <p>EMS</p> <p><input type="checkbox"/> Act as the Emergency Site Manager, unless circumstances dictate otherwise.</p> <p><input type="checkbox"/> Casualty evaluation</p> <p><input type="checkbox"/> First aid on-site</p> <p><input type="checkbox"/> Casualty sorting and transportation.</p>	<p><input type="checkbox"/> Complete a "lessons learned" process based on the scope of involvement and provide any feedback to the industrial operator.</p> <p><input type="checkbox"/> Participate in multi-agency debriefings.</p>
<p>In Saskatchewan, municipalities are obligated to establish emergency plans by <i>The Emergency Planning Act, 1989</i>, which also empowers council to be responsible for the direction and control of a municipal emergency response (to take action to implement the plan and to protect the property, health, safety and welfare of the public). The legislation is mandatory - it requires municipalities to:</p> <p><input type="checkbox"/> Appoint a municipal planning committee</p> <p><input type="checkbox"/> Establish an Emergency Measures (Management) Organization (EMO)</p> <p><input type="checkbox"/> Appoint an Emergency Coordinator; and</p> <p><input type="checkbox"/> Prepare an emergency plan.</p> <p><input type="checkbox"/> Work with the operator to effectively prepare for a petroleum industry incident. Provide input to the industrial operator's site-specific plan to ensure it is compatible with the Municipal Emergency Plan (MEP), where feasible.</p> <p><input type="checkbox"/> Participate in industrial operators' preparatory training and exercises where possible.</p> <p><input type="checkbox"/> Train personnel to carry out functions as assigned by MEP or procedures.</p> <p><input type="checkbox"/> Maintain 24 hour emergency contact numbers.</p>	<p><input type="checkbox"/> Respond to and assess the emergency incident.</p> <p><input type="checkbox"/> Establish contact with the industrial operator in order to:</p> <p><input type="checkbox"/> Obtain additional hazard information.</p> <p><input type="checkbox"/> Determine where road blocks should be or are established.</p> <p><input type="checkbox"/> Determine the direction of approach to the incident.</p> <p><input type="checkbox"/> Determine if there are any injuries.</p> <p><input type="checkbox"/> Find out what response and public protection actions have been taken.</p> <p><input type="checkbox"/> Identify the location of the On-site Command Post (OSCP) and any Emergency Operations Centres (EOCs).</p> <p><input type="checkbox"/> Activate the MEP, when required.</p> <p><input type="checkbox"/> Manage the Local Authority's emergency response.</p> <p><input type="checkbox"/> Activate the emergency public warning system to alert people to life threatening hazards, as required.</p> <p><input type="checkbox"/> Activate the Municipal EOC (MEOC), as required.</p> <p><input type="checkbox"/> Initiate public protection measures, as necessary.</p> <p><input type="checkbox"/> May dispatch a representative to the Government EOC (GEOC), when it is established, to coordinate the response, if requested.</p> <p><input type="checkbox"/> If necessary, declare a local State of Emergency.</p> <p><input type="checkbox"/> If the hazard area extends beyond the Emergency Planning Zone (EPZ), the county will coordinate evacuation of the public as well as reception centre establishment and maintenance with the industrial operator.</p> <p><input type="checkbox"/> When possible, work with all other responders to establish a single Regional EOC (REOC).</p> <p><input type="checkbox"/> Establish a public information service, including the use of the news media to inform and instruct the public of the emergency and of any protective actions to be taken.</p> <p><input type="checkbox"/> Coordinate news releases with the licensee, if required.</p> <p><input type="checkbox"/> Inform Emergency Management & Fire Safety and the public when the emergency is over.</p>	<p><input type="checkbox"/> Complete a "lessons learned" process based on the scope of involvement and provide any feedback to the industrial operator.</p> <p><input type="checkbox"/> Participate in multi-agency debriefings.</p> <p>The Emergency Coordinator</p> <p><input type="checkbox"/> Coordinate post-emergency debriefings and preparation of reports.</p> <p><input type="checkbox"/> Shall ensure amendments to the emergency plan are made.</p> <p><input type="checkbox"/> Log all actions and decisions.</p>
<p><input type="checkbox"/> Maintain readiness status for emergency notification.</p> <p><input type="checkbox"/> Participate in industrial operators' exercises where possible.</p> <p><input type="checkbox"/> Maintain 24 hour emergency contact numbers.</p>	<p><input type="checkbox"/> Provide representation at the off-site REOC or at the GEOC when established, if requested and if available.</p> <p><input type="checkbox"/> Provide accurate information to the public concerning the incident.</p> <p><input type="checkbox"/> Provide guidance and assistance at evacuation centre(s).</p> <p><input type="checkbox"/> Provide health related information about toxic chemicals and by-products.</p> <p><input type="checkbox"/> Provide guidance on public health advisories, public evacuation and sheltering.</p> <p><input type="checkbox"/> Provide guidance on rescinding a declaration of public evacuation and on allowing re-occupancy.</p> <p><input type="checkbox"/> Investigate health complaints from the public.</p> <p><input type="checkbox"/> Provide advice to the GEOC and to the REOC on existing or potential health effects associated with the incident where possible.</p> <p><input type="checkbox"/> Provide health advice and safety levels for any health or special care facilities and for other persons that are likely to be sensitive from the impact as a result of the incident.</p> <p><input type="checkbox"/> Ensure local hospitals are alerted when there is potential for an impact from a release.</p> <p><input type="checkbox"/> Coordinate the provision of medical services during an emergency.</p> <p><input type="checkbox"/> Where appropriate and necessary, can declare a Local State of Public Health Emergency.</p> <p><input type="checkbox"/> When possible work with all other responders to establish a single Regional Emergency Operations Centre (REOC).</p> <p>Saskatchewan Health Authority Representative will:</p> <p><input type="checkbox"/> Provide emergency medical services on site.</p> <p><input type="checkbox"/> Advise Council through EOC Mgt. Team on related public health issues.</p> <p><input type="checkbox"/> Log all actions.</p>	<p><input type="checkbox"/> Compile and maintain health related records and logs.</p> <p><input type="checkbox"/> Participate, where possible, in event debriefings.</p> <p><input type="checkbox"/> Complete incident related reports.</p> <p><input type="checkbox"/> Provide guidance on assessing and mitigating public health risks due to any residual environmental contamination following an event.</p>

*Ministry of Environment - only contact if the incident impacts sensitive or natural areas, crown lands, farm lands, wildlife, or wet areas / water bodies.



BEFORE THE INCIDENT

- ☐ All departments/agencies should participate in training and exercises for this plan and the Energy Resources Industry Emergency Support Plan (ERIESP).
- ☐ This plan will be reviewed as required.
- ☐ A join multi-department/agency exercise will be held as required.

- ☐ Maintain and provide resources to support 24/7 employer reporting of incidents to OHS.
- ☐ Maintain capacity for OHS attendance to a work site when warranted.

- ☐ Act as subject matter expert (SME) relating to agriculture and livestock impacts.
- ☐ Act as the liaison between farming/ranching community and the Government of Alberta (GoA).
- ☐ Maintain emergency response resources.

- ☐ Act as the SME on health effects for energy resources industry hazards.
- ☐ Provides technical expertise on potential health impacts to the public, linkages to health resources and considers provincial health system impacts.
- ☐ Act as the SME on health effects for petroleum industry hazards.

- ☐ Maintain a 24/7 call centre (CIC) to receive emergency calls related to the transportation and handling of dangerous goods as well as environmental spills/releases/incidents, the AER emergency notifications.
- ☐ Act as SME for dangerous goods incidents.

- ☐ Maintain a team of trained Communications and Public Engagement personnel.
- ☐ Activate crisis communications plan and crisis communications response.

- ☐ Maintain the list of Critical Infrastructure and key assets in the Province of Alberta.
- ☐ Maintain and regularly test the Emergency Notification System.
- ☐ Maintain awareness of threats, vulnerabilities, and risks related to human induced intentional hazards.

- ☐ Review, accept and register pressure equipment designs and construction procedures that relate to pressure equipment.
- ☐ Issue certificate of inspection permits for pressure equipment before the equipment is placed into service.
- ☐ Ensure that regular inspections of in-service pressure equipment are conducted.
- ☐ Keep records for pressure equipment that has been registered for use, or manufactured, in Alberta.
- ☐ Examine, certify and register Pressure Welders and Welding Examiners, Power Engineers, and Pressure Equipment Inspectors.
- ☐ Authorize and monitor, through quality management systems, organizations that have been permitted to conduct some of the activities subject to the regulations.
- ☐ Conduct safety education and training.

DURING THE INCIDENT

- ☐ The AER may activate the ERIESP based on the following criteria:
 - ☐ Level 2 or 3 emergencies (as defined by the AER)
 - ☐ Any level of emergency:
 - ☐ requires coordination of multi-agency response;
 - ☐ requires coordination of information and communication between departments/agencies and/or has significant provincial/national media interest.
- ☐ Elevations of the POC will be escalated by AEMA. Once the elevations level of the POC has been escalated, provincial-level emergency control will be coordinated by AEMA under the leadership of the lead agency.
- ☐ The AER will develop emergency objectives to guide the GoA response and support to duty holders and local authorities. AEMA will assist the AER by providing leadership and strategic policy direction for the GoA as per the *Government Emergency Management Regulation (AR 248/2007)*.
- ☐ GoA emergency management assistance will be provided to the local authority as requested and as long as is required by the local authority.

- ☐ Inspect the work activities and processes to ensure legislative standards are being met by all work site parties. (Attendance to be determined by Occupational Health and Safety management.)

Agriculture

- ☐ Act as SME relating to agriculture and livestock impacts.
- ☐ Act as the liaison between farming/ranching community and GoA during energy resources industry emergencies.
- ☐ Provide information relating to agricultural and livestock impacts to the GoA during energy resources industry emergencies.

Forestry

- ☐ Notify forestry staff in the area of the emergency.
- ☐ Notify duty holder if energy resources industry infrastructure is threatened by wildfire.
- ☐ Can fight wildfires started as the result of the energy resources industry product release.

- ☐ Verify that AHS (Alberta Health Services) and/or FNIH (First Nations & Inuit Health) have been notified of the emergency.
- ☐ AH will assess the potential for and implications of human health issues and coordinate the provision of information and support to and from AHS.
- ☐ Provide health and medical technical expertise as requested and as appropriate.
- ☐ Act as SME on health effects for petroleum industry hazards, providing technical expertise on health impacts to the public, linkages to health resources and provincial health impacts.
- ☐ AH in collaboration with AHS will monitor and assess the impact of health system and collaboration with AHS and other GoA ministries to communicate knowledge of situation to stakeholders (federal and provincial)
- ☐ AH will provide scientific advice and recommendations on human health risk assessments when addressing site specific clean-up, site specific de-commissioning and process impact assessments.
- ☐ During a petroleum event, AH will primarily communicate to AHS. AHS will provide safety messaging to the public, and will relay situational information to the local health system.
- ☐ Provide support to AHS as required.

- ☐ Handle inter-departmental communication as needed during energy resources industry emergencies.
- ☐ Maintain ability to process calls for new emergencies.
- ☐ Provide information on the impacts to transportation routes.
- ☐ Provide response support if dangerous goods are released.

- ☐ Confirm distribution of AER messaging. Provide support as required.

- ☐ Provide intelligence and threat risk assessments when appropriate and when requested, in relation to critical infrastructure and key assets.
- ☐ Communicate with owners and operators of critical infrastructure and key assets, through normal communication channels, or if necessary through the Emergency Notification System maintained by ASSIST.

- ☐ Receive notification of an incident.
- ☐ As required under the *Pressure Equipment Safety Regulation* Section 35, the accident scene **must not be disturbed** (except when it is absolutely necessary to prevent death or injury, or to prevent further property damage) **unless** approval to do so has been given by an ABSA Safety Codes Officer .

AFTER THE INCIDENT

- ☐ Complete a Post Incident Assessment (PIA) based on the scope of their involvement and the outcome.
- ☐ Integrate PIA into internal response processes.
- ☐ All departments/agencies will participate in a joint PIA to be coordinated by AER. Participation from each department/agency will be determined by the response to the emergency.
- ☐ Reports required by other regulatory authorities must be completed and delivered to the appropriate regulatory body within the time lines they prescribe.

- ☐ Ensure work site parties have implemented appropriate controls prior to re-entry by workers.
- ☐ Investigate the incident if the incident is a reportable incident in line with current Alberta OHS Legislation.
- ☐ Ensure internal investigation has been conducted and that identified corrective actions have been minimized to reduce recurrence of similar incidents.
- ☐ Ensure health and safety committee or health and safety representative as defined by OHS legislation has been involved in internal investigations.

Agriculture

- ☐ Provide a summary of agriculture and livestock impacts during the PIA process. (if applicable)
- ☐ Conduct agriculture and livestock impact assessments.
- ☐ Implement response activities as required.

Forestry

- ☐ Conduct forest impact assessment. (if applicable)

- ☐ Provide a summary of the health impacts during the PIA process. (if applicable)

- ☐ Provide a summary of transportation impacts during the PIA process. (if applicable)

- ☐ Participate in all PIAs related to the ERIESP.
- ☐ Coordinate key messaging with the AER.

- ☐ Participate in all PIAs related to the ERIESP.
- ☐ Communicate with owners and operators of critical infrastructure and key assets, through normal communication channels, or if necessary through the Emergency Notification System maintained by ASSIST.

- ☐ Investigate accidents or unsafe conditions that involve pressure equipment. May:
 - ☐ close all or part of the accident site for 48 hours (or longer if authorized by a Justice)
 - ☐ prohibit any person from entering the site for safety reasons or to preserve evidence
 - ☐ be accompanied by any person for assistance
 - ☐ inspect and photograph any thing
 - ☐ require any person to make full disclosure
 - ☐ require closure or disconnection of any thing
 - ☐ require to be performed any tests or evaluations
 - ☐ remove evidence
 - ☐ require production of documents



SUPPORTING AGENCY ROLES

	BEFORE THE INCIDENT	DURING THE INCIDENT	AFTER THE INCIDENT
*AEP	<div><input type="checkbox"/> Maintain 24 hour emergency contact numbers and duty officer where resources can be accessed for a response related to this plan.</div> <div><input type="checkbox"/> Maintain emergency response resources.</div> <div><input type="checkbox"/> Maintain a specialty air monitoring team and equipment used to oversee and verify air monitoring during incident response.</div> <div><input type="checkbox"/> Act as SME.</div> <div><input type="checkbox"/> Prepare to act as lead agency when appropriate.</div>	<div><input type="checkbox"/> Ensure that non-energy industry resources environmental impacts are mitigated.</div> <div><input type="checkbox"/> Provide expertise to mitigate the impacts of non-energy resources industry liquid releases on land and into watercourses.</div> <div><input type="checkbox"/> Provide technical assistance related to emergency drinking water supply engineering.</div> <div><input type="checkbox"/> Notify Fish and Wildlife staff in the area of the emergency.</div>	<div><input type="checkbox"/> Compile and maintain environment/emergency related records</div> <div><input type="checkbox"/> Monitor environmental recovery, when required.</div>
*WCB	<div>The Workers' Compensation Board is a statutory corporation created by government under the Workers' Compensation Act to administer a system of workplace insurance for the workers and employers of the province of Alberta.</div> <div><input type="checkbox"/> WCB has the overall responsibility for the administration of the workers' compensation system in Alberta.</div> <div><input type="checkbox"/> Be a neutral and autonomous administrator of the worker's compensation system.</div> <div><input type="checkbox"/> Strive to balance the interests of workers and employers.</div> <div><input type="checkbox"/> Delivery of workers' compensation services to the workers and employers of Alberta.</div> <div><input type="checkbox"/> Make decisions based on evidence, law and policy and fair, impartial and transparent processes.</div> <div><input type="checkbox"/> Encourage safer workplaces and promote disability management.</div>	<div>Employer must report to WCB within 72 hours of being notified of an injury/illness that results in or will likely result in:<div><input type="checkbox"/> Lost time or the need to temporarily or permanently modify work beyond the date of accident</div><div><input type="checkbox"/> Death or permanent disability (amputation, hearing loss, etc.)</div><div><input type="checkbox"/> A disabling or potentially disabling condition caused by occupational exposure or activity (poisoning, infection, respiratory disease, dermatitis, etc.)</div><div><input type="checkbox"/> The need for medical treatment beyond first aid (assessment by a physician or chiropractor, physiotherapy, etc.)</div><div><input type="checkbox"/> Medical aid expenses (dental treatment, eyeglass repair/replacement, prescription medications, etc.)</div></div> <div>Note: Immediately report fatalities and serious injuries to the OHS Contact Centre 1-866-415-8690.</div> <div><input type="checkbox"/> Determines whether the injury or illness is caused by work.</div> <div><input type="checkbox"/> Responds to all client inquiries forwarded by the Minister and all other elected officials.</div>	<div><input type="checkbox"/> Compensates injured workers for lost income, health care and other costs related to a work-related injury.</div> <div><input type="checkbox"/> Safely restores injured workers through return-to-work services to a level of competitive employability.</div> <div><input type="checkbox"/> Take reasonable measures to maintain a reasonable quality of life for severely injured workers through the provision of services allowed by legislation and policy.</div>
*WCSS	<div>Cooperatives operate within specific geographic areas. The petroleum companies in each Co-op work together to achieve a state of spill response readiness. To accomplish this Cooperatives maintain spill contingency plans and strategically place OSCARS (Oil Spill Containment and Recovery units) that are available to all member companies in the area. They hold annual training exercises and provide educational funding for their membership. In an effort to continually improve, Co-ops are often involved in research and development projects.</div> <div>WCSS members in good standing must sign an equipment use agreement to access equipment and are not charged for the use of the equipment; non-members have access to our equipment at our discretion and at a daily rental rate.</div> <div>Operators who are members in good standing of an Area Spill Response Unit or Western Canada Spill Services are only required to provide the name(s) and phone numbers (s) of their emergency contact personnel. The operators must maintain their membership with the Area Spill Response Unit and participate in the annual spill training exercise(s).</div>	<div>WCSS receives a call from Petroleum Company and dispatches the necessary equipment (wildlife equipment, airboats, winter response units, drum skimmers, containment and recovery equipment, regional OSCAR etc.).</div>	<div><input type="checkbox"/> The equipment user is responsible for equipment repairs and/or replacement if necessary, costs to inventory and restock units and for consumables that are used.</div>

Before the Incident		During the Incident		After the Incident	
Supporting Agency Roles	Ministry labour relations & Workplace safety	<ul style="list-style-type: none">❑ This ministry works with employers and employees, as well as industry stakeholders to reduce and eliminate workplace injuries and create a positive work environment.❑ Maintain 24 hour emergency contact number where resources can be accessed for a response related to Emergency Response Plans.	<ul style="list-style-type: none">❑ Dispatches representatives, when deemed appropriated, to evaluate and enforce compliance of regulations under provincial and territorial jurisdiction.❑ Ensure that the company is monitoring the health and safety of all contractors and other workers who are not under the Canada Labour Code Jurisdiction.	<ul style="list-style-type: none">❑ Will inspect and review the events of serious injuries or death to workers under provincial and territorial jurisdiction to ensure compliance with the provincial OHS legislation.	
	Ministry Highways & Infrastructure	<ul style="list-style-type: none">❑ Ministry of Highways manages Saskatchewan’s network of highways and infrastructure.❑ Manages Saskatchewan’s Highway Hotline, ensuring Saskatchewan people, the trucking industry, and visitors have information on highway construction, road closures, and road conditions.❑ Maintain 24 hour emergency contact number where resources can be accessed for a response related to Emergency Response Plans.	<ul style="list-style-type: none">❑ Provide authorization and assistance for establishing emergency roadblocks with company officials, local authorities and the RCMP.❑ Provide assistance with the closure of provincial highways and the establishment of suitable detour routes.❑ Provide advice and assistance with procurement of roadblock equipment.	<ul style="list-style-type: none">❑ Work with appropriate local and federal entities to facilitate the restoration of roadways and utilities.	
	Ministry of Health	<p>The Minister of Health and the Saskatchewan Health Authority boards have interdependent roles and responsibilities to each other. Both are involved in meeting expectations in relation to the following key areas:</p> <ul style="list-style-type: none">❑ Strategic planning❑ Fiscal management and reporting❑ Relationships❑ Quality management❑ Monitoring, evaluation and reporting❑ Management and performance	<ul style="list-style-type: none">❑ Provide advice on health and safety levels for the more vulnerable residents, including those in health care or special care facilities.❑ Work with Saskatchewan Ministry of Environment and others to establish health and safety levels for the escaping of contaminants.❑ Advise on appropriate health related remedial measures.❑ Consult with applicable environmental protection agencies to provide advice on existing and potential health effects of the incident.	<ul style="list-style-type: none">❑ The Ministry and Saskatchewan Health Authority will conduct After Action Reviews to review operations and lessons learned to enhance emergency preparedness and response plans for potential future events.❑ Ensure appropriate data is collected to monitor the health effects of the incident.❑ Recommend further investigation or research after the event is warranted.	
	Technical Safety Authority	<ul style="list-style-type: none">❑ Review, accept and register pressure equipment designs and construction procedures that relate to pressure equipment.❑ Issue certificate of inspection permits for pressure equipment before the equipment is placed into service.❑ Ensure that regular inspections of in-service pressure equipment are conducted.❑ Keep records for pressure equipment that has been registered for use, or manufactured, in Saskatchewan.❑ Examine, certify and register Pressure Welders and Welding Examiners, Power Engineers, and Pressure Equipment Inspectors.❑ Conduct safety education and training.	<ul style="list-style-type: none">❑ Receive notification of an incident involving a Boiler, Pressure Vessel, Elevator or Amusement Ride in Saskatchewan.	<ul style="list-style-type: none">❑ Investigate accidents or unsafe conditions that involve boilers or pressure equipment.	
	Saskpower Electrical Safety	<ul style="list-style-type: none">❑ SaskPower generates safe, reliable and sustainable power for the people of Saskatchewan.❑ SaskPower is the principal electric utility in Saskatchewan, Canada.	<ul style="list-style-type: none">❑ SaskPower would disconnect electrical services for residents that would be affected by flooding to ensure safety.	<ul style="list-style-type: none">❑ SaskPower would be present in mobile command posts to assist residents with the safe restoration of electricity as quickly as possible.	
	Saskenergy	<ul style="list-style-type: none">❑ SaskEnergy delivers the benefits of safe, convenient and environmentally friendly natural gas to more than 380,000 residential, farm, commercial and industrial customers throughout Saskatchewan.❑ Purchase natural gas from independent suppliers and transport it through our 68,500-kilometer distribution system to 93% of Saskatchewan communities.	<ul style="list-style-type: none">❑ SaskEnergy would disconnect gas services for residents that would be affected by flooding to ensure safety.	<ul style="list-style-type: none">❑ Residents are to arrange with SaskEnergy to have gas service turned back on.	
	Ministry of Agriculture	<p>An agricultural industry emergency will be defined according to the following:</p> <ul style="list-style-type: none">❑ There is an imminent threat to livestock, public safety, personal property, the food chain or the environment.❑ There is irrevocable harm.❑ An epidemic with the potential to spread.❑ When the cost of stopping the event is less than the cost of not doing anything.❑ Notification of an animal disease case.	<ul style="list-style-type: none">❑ Provides advice and assistance in relation to agricultural matters.❑ Provides emergency veterinary services.❑ Provides plant and animal health safety services.❑ Arranges emergency evacuation and/or feeding of livestock/poultry.❑ Manages livestock feeding services in the event of an emergency.❑ Operates under the Foreign Animal Disease Emergency Support (FADES), in coordination with federal agencies.	<ul style="list-style-type: none">❑ The EPO will initiate a debriefing of any emergency situations.❑ Updating and approval will occur in the following circumstances:<ul style="list-style-type: none">❑ Update the plan after a debriefing.❑ Update the plan after a test of the plan.❑ Update the appendices once a year.❑ Update the plan at least once a year.❑ EPO will initiate any plan reviews.❑ Ministry Emergency Management Team updates the plan.❑ Deputy Minister communicates the plan to staff through the directors.❑ EPO to communicate plan to Corrections, Public Safety and Policing.❑ Plan posted on the Ministry’s website (without the phone numbers of staff).❑ Communicate the plan to producer associations, SARM and other agriculture organizations.	

*Ministry of Environment - only contact if the incident impacts sensitive or natural areas, crown lands, farm lands, wildlife, or wet areas / water bodies.

Supporting Agency Roles

		Before the Incident	During the Incident	After the Incident
Workers' Compensation Board	Workers' Compensation Board	<p>The WCB is the provincial agency that delivers workplace insurance to Saskatchewan employers and benefits to Saskatchewan workers when they are hurt at work.</p> <p>The <i>Workers' Compensation Act, 2013</i>, together with the General Regulations and Exclusions, make up the laws under which the Saskatchewan Workers' Compensations Board operates.</p> <ul style="list-style-type: none"><input type="checkbox"/> Provide registered employers with workplace insurance coverage.<input type="checkbox"/> Assess fair premiums.<input type="checkbox"/> Educate employers and workers about injury prevention through WorkSafe Saskatchewan and the WCB's Prevention department.<input type="checkbox"/> Help employers develop and implement safety and prevention programs.<input type="checkbox"/> Support research to prevent and reduce injuries and occupational diseases.	<p>Employer must contact the WCB within 5 days after the date on which they've become aware of an injury that prevents a worker from earning full wages or that necessitates medical aid, or situations where:</p> <ul style="list-style-type: none"><input type="checkbox"/> The accident causes, or may cause the death of a worker.<input type="checkbox"/> Will require a worker to be admitted to a hospital for 72 hours (3 days) or more.<input type="checkbox"/> A dangerous occurrence that did not result in, but could have resulted in:<ul style="list-style-type: none"><input type="checkbox"/> A worker being injured or killed<input type="checkbox"/> Structural failure or collapse of a scaffold<input type="checkbox"/> Accidental contact with an energized electrical conductor<input type="checkbox"/> Accidental contact with an uncontrolled spill of a toxic substance <p><input type="checkbox"/> Determines whether the injury or illness is caused by work.</p> <p><input type="checkbox"/> Responds to all client inquiries.</p>	<ul style="list-style-type: none"><input type="checkbox"/> Determine and provide WCB benefits to injured workers.<input type="checkbox"/> Provide case management services to facilitate health care and monitor workers' recovery and return to work.<input type="checkbox"/> Help employers and workers develop and implement workplace return-to-work programs and individual return-to-work plans to accommodate injured workers, as required by law.<input type="checkbox"/> Take reasonable measures to maintain a reasonable quality of life for severely injured workers through the provision of services allowed by legislation and policy.<input type="checkbox"/> Interview any person who they believe can provide information about a work related fatality, serious injury or allegation of harassment.
	Western Canadian Spill Services	<p>Cooperatives operate within specific geographic areas. The petroleum companies in each Co-op work together to achieve a state of spill response readiness. To accomplish this Cooperatives maintain spill contingency plans and strategically place OSCARS (Oil Spill Containment and Recovery units) that are available to all member companies in the area. They hold annual training exercises and provide educational funding for their membership. In an effort to continually improve, Co-ops are often involved in research and development projects.</p> <p>WCSS members in good standing must sign an equipment use agreement to access equipment and are not charged for the use of the equipment; non-members have access to our equipment at our discretion and at a daily rental rate.</p> <p>Operators who are members in good standing of an Area Spill Response Unit or Western Canada Spill Services are only required to provide the name(s) and phone numbers (s) of their emergency contact personnel. The operators must maintain their membership with the Area Spill Response Unit and participate in the annual spill training exercise(s).</p>	<p>WCSS receives a call from Petroleum Company and dispatches the necessary equipment (wildlife equipment, airboats, winter response units, drum skimmers, containment and recovery equipment, regional OSCAR etc.).</p>	<p>The equipment user is responsible for equipment repairs and/or replacement if necessary, costs to inventory and restock units and for consumables that are used.</p>
	SK Oil Spill Contingency Group	<p>Saskatchewan's Oil Spill Contingency Group's mandate is to provide expertise towards communication, training and contingency planning, to minimize risks and environmental damage, in the event of an oil spill. The steering committees are responsible for spill activities in the following areas:</p> <ul style="list-style-type: none"><input type="checkbox"/> Selection and purchase of spill containment and recovery equipment.<input type="checkbox"/> Maintenance of oil spill equipment.<input type="checkbox"/> Conducting annual spill training exercises for all member companies. <p>Operators who are members in good standing of an Area Spill Response Unit or Western Canada Spill Services are only required to provide the name(s) and phone numbers (s) of their emergency contact personnel. The operators must maintain their membership with the Area Spill Response Unit and participate in the annual spill training exercise(s). If an operator fails to meet and maintain these requirements, the operator shall immediately register a detailed spill contingency plan and make available all necessary equipment and resources to deal with any emergency situation.</p>	<p>Trailers and equipment are dispatched and must be used as a complete unit. Trailers are available for emergency spills using the "48 hours emergency policy". If after 48 hours the emergency is not solved, a 48 hour extension is applied, with approval.</p> <p>The company that uses the Oil Spill Trailer for clean-up needs to supply the following:</p> <ul style="list-style-type: none"><input type="checkbox"/> Air compressor<input type="checkbox"/> Gasoline (not stored in trailers)<input type="checkbox"/> Plastic ties<input type="checkbox"/> Garbage bags<input type="checkbox"/> Absorbents.	<p>Once the emergency has ended, the trailer and equipment are no longer required and is returned, the inspection and repair or replace policy would take effect.</p> <p>Once final clean-up is completed and the equipment is in working order inventory will be taken. The company who used the equipment in the trailer shall be invoiced for the cleaning and replacement of missing equipment and return of trailer to original site. The company should have a representative present at this clean up and inspection.</p>

BEFORE THE INCIDENT		DURING THE INCIDENT		AFTER THE INCIDENT	
*INDIGENOUS AND NORTHERN AFFAIRS CANADA	*ECCC	Environment & Climate Change Canada's Environmental Emergencies Program (EEP) protects Canadian and their environment fro the effects of environmental emergencies through provision of <u>science-based expert advice</u> and <u>regulations</u> . The key Acts and Regulations that govern ECCC's role in environmental emergencies that allow it to deliver its mandate are: <ul style="list-style-type: none"><input type="checkbox"/> <i>Canadian Environmental Protection Act, 1999</i><input type="checkbox"/> <i>Fisheries Act—Pollution Prevention Provisions;</i><input type="checkbox"/> <i>Migratory Birds Convention Act, 1994;</i><input type="checkbox"/> <i>Statutory Notification Requirements—EC's Environmental Notification System.</i><input type="checkbox"/> <i>Environmental Emergencies Regulations.</i>		<input type="checkbox"/> ECCC can conduct post-emergency assessments. <input type="checkbox"/> Provide specialized advice in shoreline clean-up assessment techniques (SCAT). <input type="checkbox"/> Provide Advise on mitigation and cleanup measures..	
	*DFO	The Canadian Coast Guard is the lead federal agency for ensuring appropriate response to all ship-source and unknown mystery spills in Canadian waters and waters under international agreements. <input type="checkbox"/> Establishes appropriate and nationally consistent level of preparedness and response services in Canadian waters. <input type="checkbox"/> Design and develop related regulations, policies, strategies and tools. <input type="checkbox"/> Review, assess and monitor activities associated with fish habitat to ensure their compliance with the Fisheries Act and Species at Risk Act. <input type="checkbox"/> Conduct environmental assessments under the Canadian Environmental Assessment Act. <input type="checkbox"/> Design, develop and implement communication and education strategies.		<input type="checkbox"/> Work closely with ECCC, The Canadian Coast Guard and other provincial environmental agencies.	
	NAV CANADA	NAV Canada is a private company who coordinates the safe and efficient movement of aircraft in Canadian domestic airspace and international airspace assigned to Canadian control. Flight Information Centre (FIC) – FIC Services Each Flight Information Centre is responsible for providing its particular service area with the following services, which pilots rely upon for safe flight planning and operations: <ul style="list-style-type: none"><input type="checkbox"/> Emergency<input type="checkbox"/> Aviation Weather Briefing<input type="checkbox"/> Flight Planning<input type="checkbox"/> En-route Flight Information Services<input type="checkbox"/> Remote Aerodrome Advisory Services (RAAS)		<input type="checkbox"/> Rescind the NOTAM and re-open air space that was closed due to emergency.	
	HEALTH CANADA	<input type="checkbox"/> Sets national standards to keep the environment healthy, keep water and air pollution low and Canadians safe. <input type="checkbox"/> Maintains a nationwide network of radiation monitoring stations and can act if levels spike. <input type="checkbox"/> Under Chemicals Management Plan, assess health risks from chemicals used in manufacturing and agriculture and require users to prove they actually need the chemicals to make their products <input type="checkbox"/> Sets strict rules on how chemicals are used in order to limit human exposure. <input type="checkbox"/> Preparedness exercises are designed to test how well the plans and procedures work during simulated emergency situations. Such exercises help the government identify strengths as well as any problems or inadequacies in preparedness plans and procedures so that these can be addressed before, not after, an actual emergency.		<input type="checkbox"/> Work collaboratively with the provinces and territories to test ways in which the Canadian health care system can be improved and ensure its sustainability for the future.	
	PUBLIC HEALTH AGENCY OF CANADA	The Centre for Emergency Preparedness and Response (CEPR) is responsible for: <ul style="list-style-type: none"><input type="checkbox"/> Developing and maintaining national emergency response plans for the Public Health Agency of Canada and Health Canada.<input type="checkbox"/> Assessing public health risks during emergencies.<input type="checkbox"/> Contribution to keeping Canada's health and emergency policies in line by collaborating with other federal and international health and security agencies.<input type="checkbox"/> The health authority in the Government of Canada on bioterrorism, emergency health services and emergency response. <input type="checkbox"/> Strengthen intergovernmental collaboration on public health and facilitate national approaches to public health policy and planning. <input type="checkbox"/> Manages emergency preparedness and emergency response plans and keeps them up to date. <input type="checkbox"/> Develops and runs exercises to train emergency workers. <input type="checkbox"/> Develops and delivers training courses that teach health workers how to respond to emergencies.		<input type="checkbox"/> Work with Health Canada to test ways in which the Canadian health care system can be improved and ensure its sustainability for the future.	
		<input type="checkbox"/> Provide government leadership in response to Arctic Seas contingencies related to oil and gas exploration and production activities. <input type="checkbox"/> Ensure that the First Nation communities have emergency management services comparable to those of Canadians in similar situations. <input type="checkbox"/> Work to establish an all-hazards approach for responding to emergencies that impact First Nation communities. <input type="checkbox"/> Responsible for developing, exercising, implementing and maintaining regional emergency management plans. <input type="checkbox"/> Responsible for negotiating agreements with their respective provincial government for the delivery of management services in First Nations communities. <input type="checkbox"/> Each region is responsible for working with First Nations communities and emergency management organizations to evaluate the threat and risks associated with emergencies and take steps to mitigate potential emergencies. <input type="checkbox"/> Regions and HQ are responsible for activities arising from the preparedness phase of emergency planning, including on-going training, exercising and supporting the development and maintenance of First Nations Emergency Management Plans. <input type="checkbox"/> Responsible for conducting national or regional exercises, including table top exercises. <input type="checkbox"/> The Emergency and Issues Management Directorate (EIMD) is responsible for developing, exercising, implementing and maintaining INAC's National Emergency Management Plan. <input type="checkbox"/> EIMD will work collaboratively with regional counterparts, Communications Branch, and other stakeholders to update this plan and the annexes, as required by changes in policy, legislation, or to incorporate lessons learned from exercises and actual emergencies. <input type="checkbox"/> The plan will undergo a full review at a minimum of every 3 years.		<input type="checkbox"/> Once an incident is terminated, key staff and stakeholders are to be regrouped as soon as possible to conduct a formal debrief to identify areas for improvement and to identify key lessons learned. <input type="checkbox"/> A lessons learned and after action report should be completed no later than 30 calendar days after the conclusion of the emergency. It is to be shared nationally and on a constructive basis to enhance the department's emergency management capabilities. <input type="checkbox"/> Mitigate the effects of an emergency on First Nations people in the area. <input type="checkbox"/> Work with the Chief and Council to assess the situation, determine the most effective way to repair damage and ensure delivery of programs and services to the community. <input type="checkbox"/> INAC will compile statistical data pertaining to which First Nations communities that are impacted by emergencies, the causes and severity of the emergency as well as other trends that will assist with preparation initiatives in future years. <input type="checkbox"/> Recovery activities include the return of evacuees, trauma counselling, reconstruction, economic impact studies and financial assistance for eligible costs. <input type="checkbox"/> Returning a community to a state of normalcy is a priority.	
		During an environmental emergency, <i>The National Environmental Emergencies Centre (NEEC)</i> is the focal point for ECCC. ECCC's services during an environmental emergency: <ul style="list-style-type: none"><input type="checkbox"/> Collaborate with federal, provincial, territorial and international environmental protectin agencies to enable rapid sharing of information.<input type="checkbox"/> Convene and chair a Science Table of experts and stakeholders to develop consensus based advice to the Lead Agency.<input type="checkbox"/> Identify environmentally sensitive areas and priorities (sensitivity and resource at risk mapping).<input type="checkbox"/> Advise on mitigation and cleanup measures.<input type="checkbox"/> Provide support and guidance in the assessment of oiled shorelines to prioritize their protection and cleanup (Shoreline Cleanup Assessment Technique (SCAT)).<input type="checkbox"/> Advice on the fate and behavior of the spilled product.<input type="checkbox"/> Advice on sampling and laboratory analysis.<input type="checkbox"/> Provide weather forecasting and spill dispersion modelling to identify where these substances are likely to move in the environment.<input type="checkbox"/> Provided expertise on the migratory bird resources and species at risk, including on-site assessment and determination of wildlife impact.<input type="checkbox"/> Can conduct post-emergency assessments.			
		<input type="checkbox"/> Any amount of hydrocarbons entering a waterway frequented by fish or occupied by waterfowl is deemed to be in contravention of the Federal Fisheries Act and must be reported to the Department of Fisheries and Oceans. <input type="checkbox"/> Work together with provincial environment protection agencies and may be initially notified by ECCC. <input type="checkbox"/> May send personnel to the site if there has been or could potentially be an impact to fish or fish habitat. <input type="checkbox"/> Monitors and investigates all reports of marine pollution in Canada in conjunction with other federal departments. <input type="checkbox"/> Maintains communications with the program's partners, including Transport Canada and ECCC, to ensure a consistent coordinated approach to marine pollution incident response. <input type="checkbox"/> Aids in search and rescue operations.			
		<input type="checkbox"/> As requested by the provincial oil and gas regulator, the Flight Information Centre will issue a NOTAM (Notice to Airmen). <input type="checkbox"/> To close air space beyond an airport (e.g. above a sour gas release), the Flight Information Centre can be contacted by the provincial oil and gas regulator. Depending on the situation, the Flight Information Centre may issue a NOTAM to close the air space in a defined area.			
		<input type="checkbox"/> During a health emergency or disaster, Health Canada and the Public Health Agency of Canada are responsible for supporting emergency health and social services in the provinces and territories.			
		<input type="checkbox"/> In an emergency situation, the Office of Emergency Response Services (OERS) is responsible for supporting emergency health and social services in the provinces, territories or abroad. It manages the National Emergency Stockpile System (NESS), which includes medical, pharmaceutical and related emergency supplies. The Office is responsible for the federal response to emergencies that have health repercussions; this includes the deployment of health emergency response teams (HERT). <input type="checkbox"/> If a public health emergency grows beyond one province and/or territory, the Public Health Agency of Canada usually gets involved.			
		<input type="checkbox"/> The INAC HQ EM Operations Centre liaises with the Government of Canada (GOC) in an effort to ensure an integrated GOC response to emergencies in First Nations communities. <input type="checkbox"/> If an emergency becomes significant, Operations can activate INAC's National Emergency Operations Centre which provides an enhanced scalable response including 24/7 service. <input type="checkbox"/> The INAC HQ Emergency Management (EM) Operations Centre is responsible for coordinating and monitoring emergency management activities impacting First Nations communities form a national perspective. <input type="checkbox"/> Operations staff are responsible for monitoring, validating, and providing situational awareness products such as notifications, summaries, fire and flood reports to senior management, the Government Operations Centre, law enforcement, and other agencies on emergencies impacting First Nations communities. <input type="checkbox"/> Regional emergency management coordinators are responsible for coordinating and liaising with First Nations and the local emergency management organizations. <input type="checkbox"/> INAC headquarters and regions must work closely together to ensure timely flow of information. <input type="checkbox"/> Regions are responsible for reporting any emergencies to INAC's operations centre located within EIMD in headquarters. <input type="checkbox"/> EIMD is responsible for ensuring senior management is kept informed of any emergencies threatening First Nations communities through the preparation of various briefing reports, notifications and summaries as the event develops. <input type="checkbox"/> EIMD is committed to search and recovery based on compassionate grounds. When a search and rescue operation is terminated and the individual(s) have not been located, the department may fund the extension of search and recovery activities. <input type="checkbox"/> Regions should identify and communicate with non-government organizations located within their area of responsibility to determine what they can offer First Nations during emergencies. <input type="checkbox"/> Mitigation of the effects of emergencies on First Nations reserves for which the department has legal responsibility, including arrangements for community evacuation and temporary shelter, and provision of territorial support. <input type="checkbox"/> Coordination of federal assistance and response to emergencies in response to requests from territorial government authorities, for all cases in which the mandate does not clearly fall to another federal Minister. <input type="checkbox"/> Provide an assurance to the province that INAC will provide funding to cover costs related to emergency assistance in First Nations communities. <input type="checkbox"/> Response activities include emergency public communication, search and rescue, emergency medical assistance and evacuation.			

*DFO – Canadian Department of Fisheries & Oceans

*PSC - Public Safety Canada

*INAC – Indigenous and Northern Affairs Canada

*ECCC - Environment & Climate Change Canada

BEFORE THE INCIDENT
<div><input type="checkbox"/> Deliver public health and emergency management for on-reserve First Nations and Inuit communities.</div> <div><input type="checkbox"/> Maintain a 24 hour emergency telephone service.</div> <div><input type="checkbox"/> Receive Emergency Response Plans.</div>
<div><input type="checkbox"/> Regulate the handling, offering for transport and the transport of dangerous goods by all modes in order to ensure public safety.</div> <div><input type="checkbox"/> Maintain a 24 hour emergency telephone service.</div> <div><input type="checkbox"/> Federal regulations require that CANUTEC be contacted in the event of an incident or accident involving dangerous goods and infections substances.</div> <div><input type="checkbox"/> Maintains records of over 2 million Safety Data Sheets (SDS).</div>
Emergency Response Assistance Canada (ERAC) is a not for profit cooperative organization built by industry for industry providing safe, timely effective, sustainable, cost effective flammable liquids and gases emergency preparedness and response assistance to all Plan Participants and Stakeholders of ERAC.
<div><input type="checkbox"/> ERAC will act on behalf of the Plan Participant to develop, submit, update, and respond to the requirements of the Plan Participant ERAP submitted to and approved by Transport Canada.</div> <div><input type="checkbox"/> ERAC provides a network of experienced, trained Technical Advisors (TAs), Remedial Measures Advisors (RMAs) and Response Teams who respond to rail, road and stationary tank incidents involving flammable gases, Class 2.1 Liquefied Petroleum Gas (LPG) emergencies and Flammable Liquids Class 3 rail transport and road cargo tank transport emergencies. The emergency responders are constantly available through a 24 hour activation telephone number.</div> <div><input type="checkbox"/> Once a year, there is Regional Training that is held in each region for the Remedial Measures Advisors, Technical Advisors, Response Team Leaders, Alternate Team Leaders as well as all Response Team Members to test their skills and update them on any new developments. Also, once every two years, National Training Session is held for all the Remedial Measures Advisors, Technical Advisors, Response Team Leaders and Alternate Team leaders across Canada.</div>
<div><input type="checkbox"/> Public Safety Canada works with provincial and territorial officials to ensure first responders and emergency management personnel are well-prepared through education, support and exercises.</div> <div><input type="checkbox"/> Responsible for promoting and coordinating the preparation of departmental emergency management plans as well as coordinating the government's response to an emergency through the Government Operations Centre (GOC).</div>

DURING THE INCIDENT
<div><input type="checkbox"/> Monitor the health effects of the incident on the First Nations people of the area.</div>
<div><input type="checkbox"/> Assist emergency response personnel in handling dangerous good emergencies including advice on<ul style="list-style-type: none"><input type="checkbox"/> Chemical, physical and toxicological properties and incompatibilities of the dangerous goods<input type="checkbox"/> Health hazards and first aid<input type="checkbox"/> Fire, explosion, spill or leak hazards<input type="checkbox"/> Remedial actions for the protection of life, property and the environment<input type="checkbox"/> Evacuation distances<input type="checkbox"/> Personal protective clothing and decontamination</div> <div><input type="checkbox"/> CANUTEC staff does not go to the site of an incident, however, should on-site assistance be required, CANUTEC can assist in the activation or industry emergency response plans.</div> <div><input type="checkbox"/> Provide communication links with the appropriate industry, government or medical specialists.</div>
Provides emergency response to plan participants who transport the following products by road or rail, or those who store these products in tanks with capacities of 450 litres or greater. These products are gases at standard temperatures and pressure, and include: Propane (UN1978), Butane (UN1011), Propylene (UN1077), Butylene (UN1012), Isobutene (UN1969), Isobutylene (UN1055). It is recognized that these products may contain a concentration of condensate and/or quantities of other elements including hydrogen sulphide.
<div><input type="checkbox"/> Response is also provided to emergencies involving Butadiene – 1,3 (stabilized) (UN1010).</div> <div>In addition we respond to the following Flammable Liquids transported by rail only:<div><div>UN1170 Ethanol</div><div>UN1202 Diesel Fuel</div><div>UN1203 Gasoline</div><div>UN1267 Petroleum Crude Oil</div><div>UN1268 Petroleum Distillates N.O.S.</div><div>UN1863 Fuel Aviation, Turbine Engine</div><div>UN1987 Alcohols, N.O.S.</div><div>UN1993 Flammable Liquid, N.O.S.</div><div>UN3295 Hydrocarbons, Liquid, N.O.S.</div><div>UN3475 Ethanol and Gasoline Mixture</div><div>UN3494 Petroleum Sour Crude Oil, Flammable, Toxic</div></div></div> <div><input type="checkbox"/> If LPG/Flammable Liquid Incident, Emergency Call Centre Operator receives an activation (notification) phone call.</div> <div><input type="checkbox"/> Emergency Call Centre Operator sends group email to Home Based Coordinator.</div> <div><input type="checkbox"/> Home Based Coordinator / Technical Advisor conferenced into call to assist with information gathering.</div> <div><input type="checkbox"/> Caller requires technical advice.</div> <div><input type="checkbox"/> Home Based Coordinator / Technical Advisor provides technical advice.</div> <div><input type="checkbox"/> Caller requests response team.</div> <div><input type="checkbox"/> Confirm plan participant involvement.</div> <div><input type="checkbox"/> Plan participant notified of activation.</div> <div><input type="checkbox"/> Home Based Coordinator / Technical Advisor activate plan.</div> <div><input type="checkbox"/> Mobilization phase ERAC-002.</div> <div><input type="checkbox"/> Initial incident size-up.</div> <div><input type="checkbox"/> Damage and spill assessment.</div> <div><input type="checkbox"/> Develop Incident Action Plan.</div> <div><input type="checkbox"/> Execute IAP & initiate planning for next operational period.</div> <div><input type="checkbox"/> Update Emergency Call Centre Operator and Home Based Coordinator.</div>
<div><input type="checkbox"/> Public Safety Canada houses the Government Operations Centre at the hub of the national emergency management system. It's an advanced centre for monitoring and coordinating the federal response to an emergency.</div>

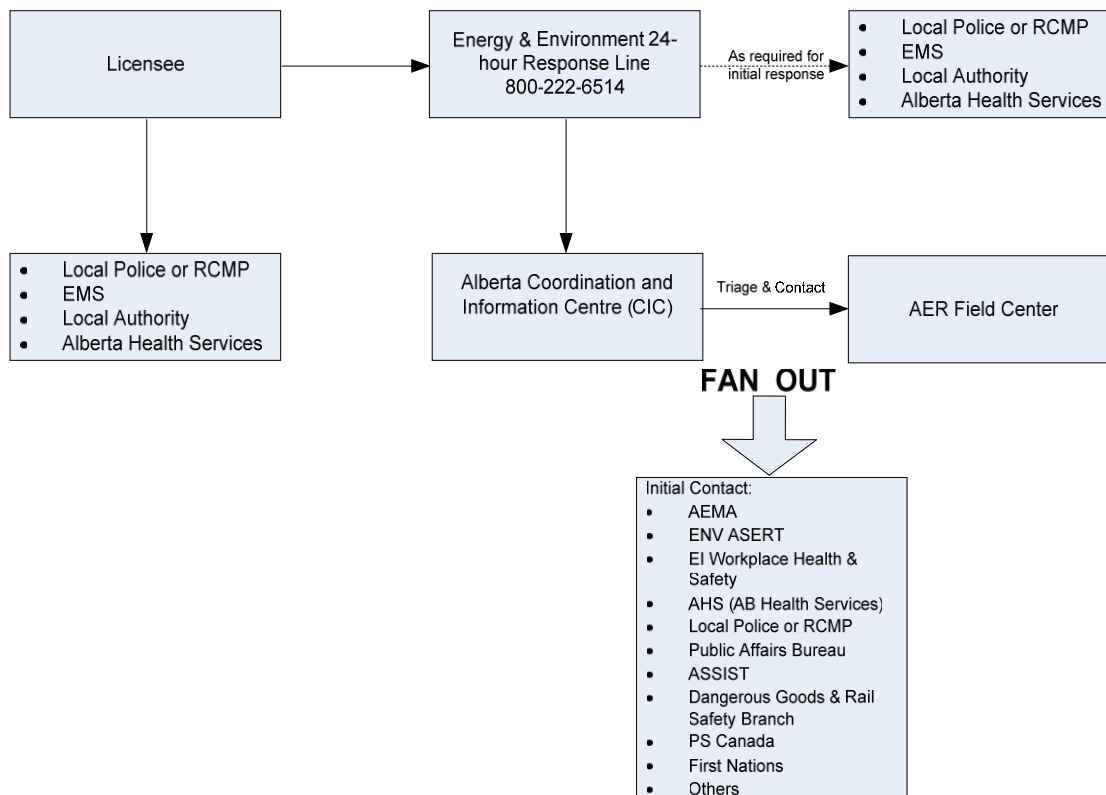
AFTER THE INCIDENT
<div><input type="checkbox"/> Ensure appropriate data is collected to monitor the health effects of the incident.</div> <div><input type="checkbox"/> Recommend further investigation or research after the event is warranted.</div>
<div><input type="checkbox"/> Maintain voice communication and written information records for two years for the protection of all parties.</div>
<div><input type="checkbox"/> Terminate and de-mobilize.</div> <div><input type="checkbox"/> Post-incident assessment and communication program.</div>
<div><input type="checkbox"/> In the event of a large-scale natural disaster where response and recovery costs exceed what individual provinces and territories could reasonably be expected to bear on their own, PS provides financial assistance to the provincial and territorial governments through the Disaster Financial Assistance Arrangements (DFAA). Assistance is paid to the province or territory – not directly to individuals or communities. The provincial or territorial governments design, develop and deliver disaster financial assistance, determining the amounts and types of assistance that will be provided to those who have experienced losses.</div>

*NATIONAL ENERGY BOARD ROLES & RESPONSIBILITIES
The NEB's top priority in any emergency is to make sure that people are safe and secure, and that property and the environment are protected. Any time there is a serious incident, NEB inspectors may attend the site to oversee a company's immediate response. The NEB will require that all reasonable actions are taken to protect employees, the public and the environment. Further, the NEB will verify that the regulated company conducts adequate and appropriate clean-up and remediation of any environmental effects caused by the incident.
As lead regulatory agency, the NEB: <div><div><input type="checkbox"/> Monitors, observes and assesses the overall effectiveness of the company's emergency response in terms of:<ul style="list-style-type: none">Emergency ManagementSafetySecurityEnvironmentIntegrity of operations and facilities: andEnergy Supply.</div><div><input type="checkbox"/> Investigates the event, either in cooperation with the Transportation Safety Board of Canada, under the Canada Labour Code, or as per the National Energy Board Act or Canada Oil & Gas Operations Act (whichever is applicable)</div><div><input type="checkbox"/> Inspects the pipeline or facility</div><div><input type="checkbox"/> Examines the integrity of the pipeline or facility</div><div><input type="checkbox"/> Requires appropriate repair methods are being used</div><div><input type="checkbox"/> Appropriate environmental remediation of contaminated areas is conducted</div><div><input type="checkbox"/> Coordinate stakeholder and Aboriginal community feedback regarding environmental clean-up and remediation</div><div><input type="checkbox"/> Confirms that a company is following its Emergency Procedures Manual (s), commitments, plans, procedures, and NEB regulations and identifies non-compliances</div><div><input type="checkbox"/> Initiates enforcement actions as required</div><div><input type="checkbox"/> Approves the restart of the pipeline.</div></div>
If applicable; refer to the NEB site section behind the blue Area Specific Information tab for further regulations, definitions and, reporting guidelines for NEB related incidents specific to this ERP.

*TRANSPORTATION SAFETY BOARD MANDATE
The Canadian Transportation Accident Investigation and Safety Board Act provides the legal framework that governs TSB activities. Our mandate is to advance transportation safety in the marine, pipeline, rail and air modes of transportation by: <div><div><input type="checkbox"/> conducting independent investigations, including public inquiries when necessary, into selected transportation occurrences in order to make findings as to their causes and contributing factors;</div><div><input type="checkbox"/> identifying safety deficiencies, as evidenced by transportation occurrences;</div><div><input type="checkbox"/> making recommendations designed to eliminate or reduce any such safety deficiencies; and</div><div><input type="checkbox"/> reporting publicly on our investigations and on the findings in relation thereto.</div></div>
As part of its ongoing investigations, the TSB also reviews developments in transportation safety, and identifies safety risks that they believe the government and the transportation industry should address to reduce injury and loss.
To instill confidence in the public regarding the transportation accident investigation process, it is essential that an investigating agency be independent and free from any conflicts of interest when investigating accidents, identifying safety deficiencies, and making safety recommendations. As such, the TSB is an independent agency, separate from other government agencies and departments, that reports to Parliament through the President of the Queen's Privy Council for Canada. Our independence enables us to be fully objective in making findings as to causes and contributing factors, and in making transportation safety recommendations.
In identifying the causes and contributing factors of a transportation incident, it is not the function of the Board to assign fault or determine civil or criminal liability. However, the Board does not refrain from fully reporting on the causes and contributing factors merely because fault or liability might be inferred from the Board's findings. No finding of the Board should be construed as assigning fault or determining civil or criminal liability. Findings of the Board are not binding on the parties to any legal, disciplinary, or other proceedings. http://www.bst-tsb.gc.ca/eng/qui-about/mission-mandate.asp

2.1.5 Government Initial Notification Protocol – Alberta

During any energy related emergency Husky Energy will contact the Energy & Environmental 24 Hour Response Line at 1-800-222-6514. The incoming call will be received and triaged by the Alberta Coordination and Information Center (CIC). The CIC will then determine the appropriate AER Field Center to contact. Additional external departments/agencies will be contacted as required.



Note: Husky is responsible for ensuring proper government agency notification. The above notification protocol should be a back-up to Husky's own notification to agencies.



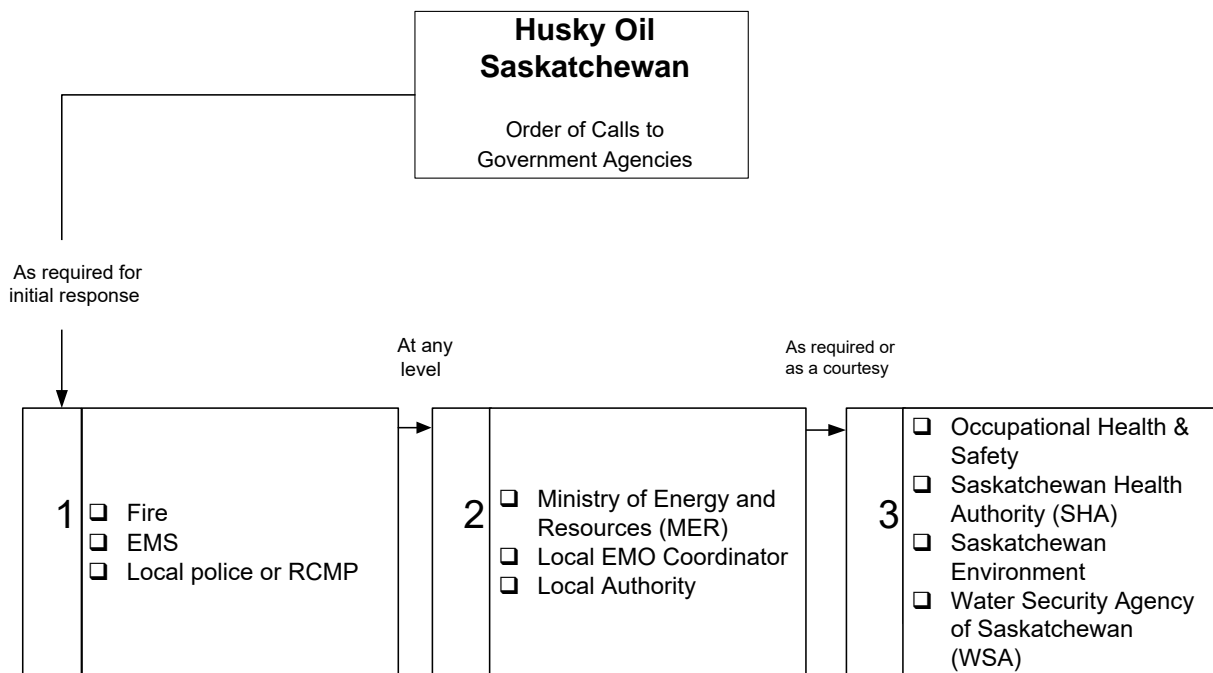
This page has been left blank intentionally

2.1.6 Government Initial Notification Protocol - Saskatchewan

The Lead Agency for Saskatchewan is the Ministry of Energy and Resources (MER). They must be informed of any upstream petroleum related incident in the province.

Saskatchewan Emergency Management and Fire Safety (EMFS) is responsible for overseeing and co-ordinating all aspects of emergency preparedness in the province. Through the EMFS, the province works closely with individual municipalities and local Emergency Management Organization (EMO) Coordinators to achieve its emergency planning driven oversight of petroleum industry operations.

The fan out of calls to external departments and agencies is made in accordance with the following protocol:



Initial communication at all Levels of Emergencies will proceed as follows:

- Husky to contact First Responders (fire, RCMP, ambulance) as required.
- Husky to notify MER for petroleum-related incidents.
- Husky to contact the Local Authority and Local EMO Coordinator who will notify the regional EMO/provincial EMFS, if required.
- Husky will then contact other appropriate agencies (e.g. Occupational Health & Safety, Saskatchewan Health Authority, Saskatchewan Environment, Water Security Agency of Saskatchewan, etc.).

Note: Husky is responsible for ensuring proper government agency notifications. See Section 2.1 Government Notification Requirements.



This page has been left blank intentionally

2.2 Public Protection Methods

2.2.1	Introduction	1
2.2.2	Air Monitoring Protocol	1
2.2.3	Description of Public Safety Zones.....	3
2.2.4	Evacuation Guidelines	4
2.2.5	Public Protection Decision Tree	6
2.2.6	Shelter-in-Place	7
2.2.7	Roadblocks	9
2.2.8	Ignition Guidelines.....	10

This page has been left blank intentionally.

2.2.1 Introduction

Four methods are used to safeguard the public against exposure to potentially dangerous situations:

1. Evacuation
2. Shelter-in-Place
3. Ignition
4. Isolation

Isolation involves securing the hazardous area immediately around the incident and preventing access by the public, for example, by setting up roadblocks.

For the purposes of this ERP, the term public means:

Residents, transients, other industrial operators and any other people that may be impacted by an event at a Husky operation including workers not presently on shift and non-essential personnel who are not dealing directly with a response to an incident.

2.2.2 Air Monitoring Protocol

The area operations' atmosphere is monitored with sensitive equipment to track and record the presence and concentrations of H₂S and SO₂ during normal operations (proactive), during an incident and ongoing during a response.

The information generated from air quality monitoring is used to:

- Track the release
- Determine if evacuation and/or sheltering criteria have been met
- Determine if areas considered for evacuation are safe to do so
- Identify roadblock locations
- Assist in determining if the emergency can be downgraded

The following site-specific information is considered when deploying the type and numbers of air quality monitoring units:

- Access and egress points
- Area topography
- Population density
- Proximity to urban centres
- Local conditions

Air quality monitoring needs to occur downwind, with priority being directed to the nearest un-evacuated residence, or areas where people may be present. Monitored H₂S and SO₂ information needs to be made available to the AER / MER and the Local Authority as well as the public on a regular basis throughout an emergency.

Note: Be sure to clarify if readings are in Parts per Billion (PPB) or Parts per Million (PPM) or percent (%).

Husky needs to decide whether to dispatch mobile air quality monitoring equipment or place it on standby at a Level 1 Emergency depending where the equipment is located and the amount of time it will take to get it to the area of the incident.

Note: When notified of a release, Husky needs to investigate the source and send out air quality monitoring unit(s) upon confirmation of its location.

North American Emergency Response Guidebook

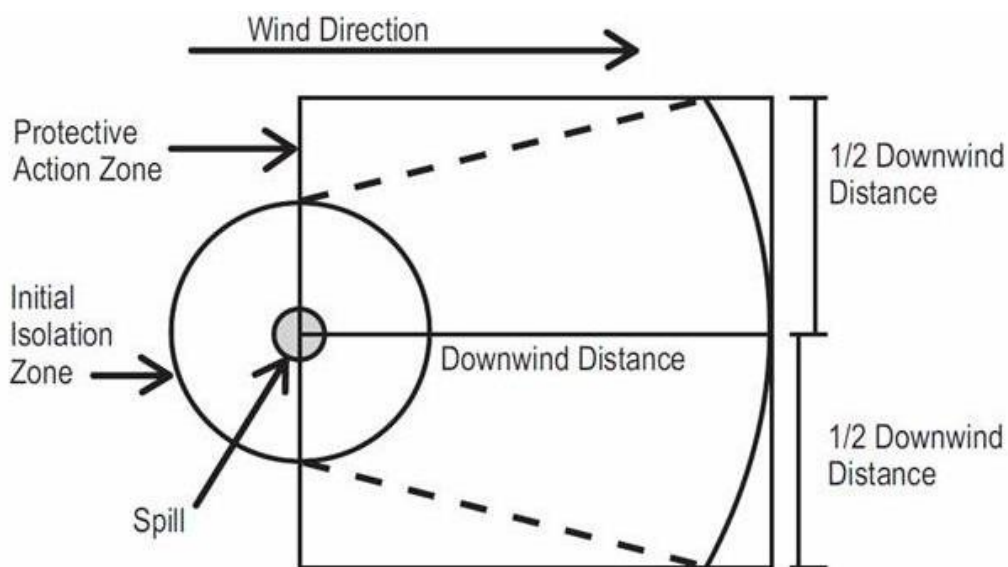
The Emergency Response Guidebook (ERG 2016) was developed jointly by Canada, the U.S., Mexico and Argentina for use by fire fighters, police and other emergency services personnel who may be the first to arrive at a dangerous goods incident. ERG 2016:

- Is primarily a guide to aid first responders in quickly identifying the specific or generic hazards of the material(s) involved in the incident
- Includes general information to protect themselves and the public during the initial response phase of the incident.
- Provides guidance about the initial isolation and protective action distances to protect those closest to the hazard first and then those who are downwind.
- Is a practical, proven response process that has been refined and adopted by First Responders.

Within the Emergency Response Guidebook, first responders are told to:

- Direct all persons to move, in a crosswind direction, away from the spill or release to the distance specified for the Initial Isolation Zone.
- Look up the initial Protective Action Distance in the Emergency Response Guidebook for a given material, spill or release size; determine whether it is day or night; identify the downwind distance and determine the most appropriate protective actions to consider.

The Protective Action Zone (PAZ) is defined within the North American ERG as a square, whose length and width are the same as the downwind distance. The square shape of the area in which protective actions should be taken (the PAZ) is shown in the figure below, extracted from the North American ERG.



2.2.3 Description of Public Safety Zones

Emergency Planning Zone (EPZ)

- A geographical area surrounding a well, pipeline, or facility containing hazardous product that requires specific emergency response planning by Husky.
- The size of the EPZ is calculated using ERCBH2S.
- The EPZ for a facility is the largest EPZ for a pipeline feeding into or out from the facility.

Response Zones

Initial Isolation Zone (IIZ)

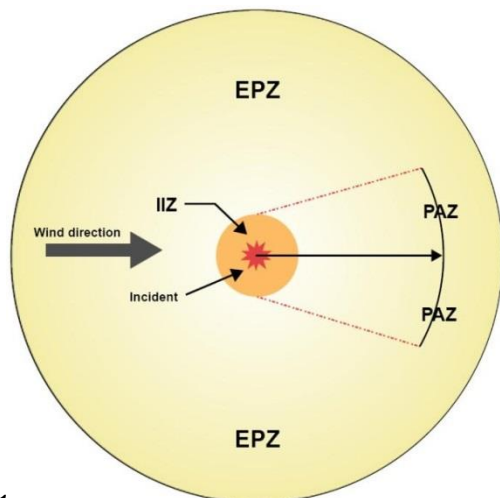
- An area in close proximity to a continuous hazardous release where indoor sheltering may provide temporary protection due to the proximity of the release.

Protective Action Zone (PAZ)

- An area downwind of a hazardous release where outdoor pollutant concentrations may result in life threatening or serious, and possibly irreversible, health effects on the public.
- The estimated size of the PAZ is calculated using ERCBH2S.
- Immediately following a release of H₂S or HVP product, the approximate size and direction of the PAZ may be determined if actual conditions data is available.
- Once monitoring equipment arrives, the actual size of the PAZ can be determined based on the monitored conditions.
- Husky works with external agencies and responds to protect the public.

The diagram below, shows the estimated size of the PAZ, IIZ and EPZ, calculated using ERCBH₂S. The ERCBH₂S program calculates the Emergency Planning and Response Zones, starting from the closest to the well/pipeline and moving outwards, based on the following:

- IIZ: Concentration is equivalent to 100 ppm for 60 minutes indoors
- PAZ: Concentration is equivalent to 130 ppm for 60 minutes outdoors
- EPZ: Concentration is equivalent to 100 ppm for 60 minutes outdoors



Source: Alberta AER Directive 71

2.2.4 Evacuation Guidelines

Evacuation is the primary public protection measure during a release of sour gas if the public can be safely removed from the area. If area conditions are safe, evacuation should take place as soon as possible - before a release has the potential to affect people and to avoid any exposure to the hazard.

Evacuation begins with those persons in closest proximity to the incident site and expands outward and downwind of the release so that evacuees are not exposed to the monitored levels of H₂S in accordance with the Evacuation Requirements (below).

Shelter-in-place may not be a viable public protection measure within close proximity during an incident depending on release volume, size, duration and meteorological conditions. In such situations, assisted evacuation may be necessary to protect public safety. The public safety aspects of shelter-in-place are to be continuously re-evaluated during an incident.

Husky Evacuation Requirements

H ₂ S Concentrations in Un-Evacuated Areas		Requirement
1 to 10 ppm (3-minute average)		Individuals who requested notification so that they can voluntarily evacuate before any exposure to H ₂ S must be notified.
Above 10 ppm (3-minute average)*		Local conditions must be assessed and all persons must be advised to evacuate and/or shelter.
* If monitored levels over the 3-minute intervals are declining (e.g. three readings show a decline from 15 ppm to 10 ppm to 8 ppm over 3 minutes), evacuation may not be necessary even though the average over the 3 minute interval would be 11 ppm. Licensees should use proper judgment in determining if evacuation is required.		
SO ₂ Concentrations in Un-Evacuated Areas		Requirement
5 ppm (15-minute average)		Immediate evacuation of the area must take place.
1 ppm (3-hour average)		
0.3 ppm (24-hour average)		

Source: Alberta AER Directive 071; Appendix 6

Husky needs to continuously assess and act on the need to expand the evacuation area based on the monitored levels of H₂S and as dictated by the specifics of the incident itself.

In the absence of the ability to take monitored readings, responders should advise residents to shelter-in-place.

Husky needs to assist any public who require evacuation assistance.

If the emergency is in Alberta, Husky can advise residents to evacuate however, the local authority or Alberta Health Services has to declare a state of emergency before mandatory evacuation can occur. Husky must advise residents to evacuate if the need arises.

If the emergency is in Saskatchewan, Husky can advise residents to evacuate however, the Local EMFS Coordinator or Health Authority has to declare a state of emergency before mandatory evacuation can occur. In Saskatchewan, it is an MER requirement for a company to advise residents to evacuate if the need arises.

A shift in wind direction will require immediate re-evaluation of the need for additional evacuation and/or sheltering.

Notification and Evacuation Outside of the EPZ

When necessary, notification and evacuation will take place outside the EPZ in accordance with the company's arrangement with the Local Authority / Local EMFS Coordinator. The Petroleum Industry Incident Support Plan will also be activated by the government for Level 2 or Level 3 emergencies to provide support to the incident response. The notification mechanisms will be based on monitored air quality and other situations that might arise during the emergency. Evacuation of the area outside the EPZ is coordinated by referencing Husky's ERP and the response framework in the local Municipal Emergency Plan.

Media release should outline the region that meets the mandatory evacuation requirement.

General Camp Evacuation Guideline

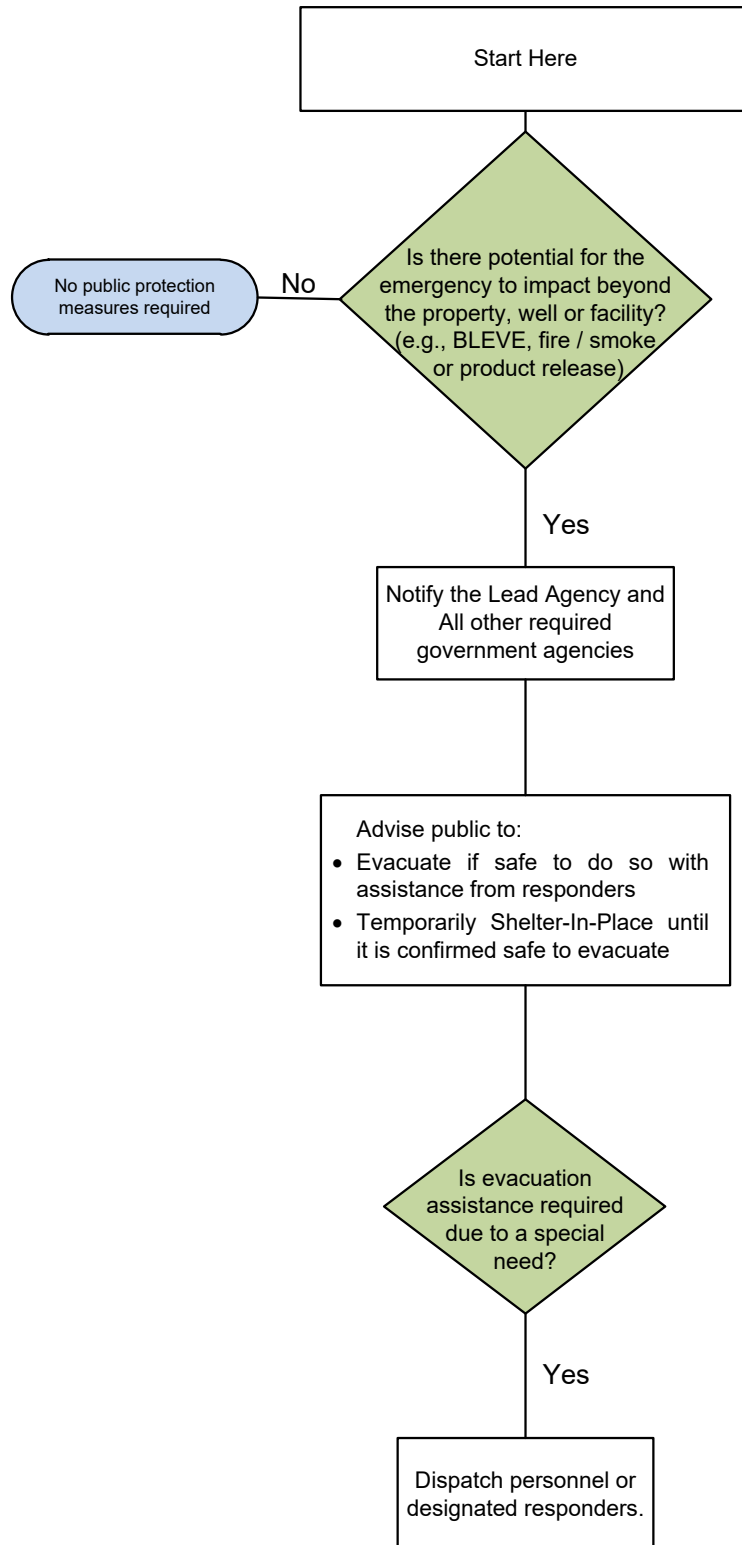
If there is an emergency at one of the camps, the Camp Manager (or delegate) assumes the Husky ICS response role of Camp Evacuation/Sheltering Leader. This is a general procedure that has been designed to provide a framework for the evacuation and is not tailored to a specific camp or scenario. Once Camp-Specific Emergency procedures have been developed, implement accordingly.

Initial Actions - Follow Camp-Specific Emergency Procedures

- Sound the alarm – protect yourself and direct others to safety.
- Notify designated local Incident Commander.
 - Incident Commander activates the local Emergency Response Plan.
 - Incident Commander activates the Public Protection Supervisor function.
 - Incident Commander may appoint a Public Protection Supervisor.
 - Activated responders will follow assigned ERP duties in Section 1.3.
- Activate camp sweeps.
- Restrict access to the area.
- Activate maintenance contractors to shut down camp.
- Ensure Emergency Services are dispatched, as required.



2.2.5 Public Protection Decision Tree



2.2.6 Shelter-in-Place

If evacuation is not possible, Shelter-in-Place can be used to protect members of the public under certain conditions. Shelter-in-Place is the practice of going or remaining safely indoors during an outdoor release of a hazardous substance.

If wind direction changes, immediately re-evaluate the need for additional evacuation and/or sheltering.

Shelter-in-Place Guidelines

Shelter-in-Place is the most effective response during the first few hours of a toxic release to the atmosphere. Being outdoors would carry a higher risk. Shelter-in-Place creates a protective buffer from higher (more toxic) concentrations that may exist outdoors. It is based on using a building that is not too drafty for Canadian winter weather conditions.

Shelter-in-Place is most effective when the movement of outside air into the building is minimized. Stay indoors until the hazard has passed or until other appropriate emergency actions can be taken (such as evacuation).

Examples of when the public may be asked to Shelter-in-Place:

- Occupied buildings are within or near toxic or explosive gas plumes.
- Residents are waiting for evacuation assistance.
- The toxic gas plume impacts portions of the available evacuation routes.
- The source and nature of the release has yet to be determined.
- The toxic release is expected to be of short duration (several minutes to half an hour).
- Extreme weather conditions compromise the ability of the public to safely evacuate.
- Insufficient time or warning to safely evacuate.
- When evacuation carries an unacceptable level of risk.

All persons advised to Shelter-in-Place are to be notified if additional measures are required, and when it is “all clear”.

Shelter-In-Place Instructions

- Immediately gather everyone indoors and stay there.
- Close and lock all windows and outside doors.
 - If convenient, tape the gaps around the exterior door frames.
- Extinguish indoor wood burning fires.
 - If possible, close flue dampers.
- Turn off appliances or equipment that either:
 - Blow out or use indoor air, such as:
 - Bathroom and kitchen exhaust fans.
 - Built-in vacuum systems.
 - Clothes dryers.
 - Gas fireplaces.
 - Gas stoves.
 - Suck in outside air, such as:
 - Heating, ventilation and air conditioning (HVAC) systems for apartments, commercial or public facilities.
 - Fans for heat recovery ventilators or energy recovery ventilators (HRV/ERV).
- Turn down furnace thermostats to a minimum setting and turn off air conditioners.
- Leave open all inside doors.
- Avoid using the telephone, except for emergencies, so that you can be contacted by emergency response personnel.
 - Call the company emergency numbers:
 - If you are experiencing symptoms or smelling odours (so that we can address your concerns and adjust our response priorities).
 - If you have contacted fire, police or ambulance (so that we can coordinate our response).
- Stay tuned to local radio and television for possible information updates.
- Wait in an interior room upstairs for further instruction.
- Even if you see people outside, do not leave until told to do so.
- If you are unable to follow these instructions, please notify emergency response personnel.
- After the hazardous substance has passed through the area, you will receive an "all clear" message. You may also receive, if required, instructions to:
 - Ventilate your building by opening all windows and doors; turning on fans and turning up thermostats. During this time the air outside may be fresher and you may choose to leave your building while ventilating.
 - Once the building is completely ventilated, return all equipment to normal.

2.2.7 Roadblocks

Roadblocks will be established to prevent public exposure to the hazard as required. Husky or contract personnel will man the roadblocks with possible additional help from mutual aid partners, RCMP, transportation authorities and local authorities.

Roadblocks should be placed in locations that are clearly visible to oncoming traffic. The roadblock locations must also be positioned to enable traffic to easily turn around. Intersections are usually good locations for roadblocks.

Each roadblock location should have the following equipment as a minimum:

- hand-held explosive gas detectors and / or H₂S monitors, if appropriate, radio communication, road barriers, flares and / or flashing lights, maps, Roadblock Record forms and applicable personal protective equipment etc.

Personnel who are manning roadblock locations that could be exposed to the hazard must be trained in the use of hand-held monitoring equipment and personal protective equipment as appropriate. Personnel who are not trained in the use of this equipment must be restricted to roadblock locations that the Public Protection Supervisor can assure will be in a safe area at all times.

Ideally, Husky should receive authorization from local authorities or the RCMP before establishing roadblocks on public roads. Husky must contact the RCMP and Alberta Transportation / Saskatchewan Highways and Infrastructure to have a one-, two-, or three-digit highways closed, e.g. Highway 2, Highway 21 or Highway 567; however, if the safety of the public is in jeopardy, Husky must be prepared to quickly restrict access to the area before contacting these agencies.

The local authority, i.e. county, municipality, or town, may, if warranted, declare a Local State of Emergency. This State of Emergency grants the local authority special powers to do such things as road closures or declare a mandatory evacuation.

The following information should be provided to the RCMP, the transportation / highway authorities, and the local authority when they are contacted:

- The nature, location and extent of the emergency.
- Suggestions where the roadblocks should be located.
- Wind speed and direction.
- Number of people living within the emergency planning zone.

The public must also be prevented from flying into the airspace above a gas release. Transport Canada can be contacted through NAV Canada to request the issuance of a NOTAM (Notice to Airmen). A NOTAM will restrict airspace access.

When a railway, highway or navigable watercourse passes through a Husky EPZ, any required special response procedures along with the corresponding contact information will be included within the applicable site specific information tab. Contact to these agencies must be initiated to prevent the public and their company personnel exposure to a potential hazard.

Transients and/or industrial operators utilizing pipeline rights-of-way will be identified by ground rovers and/or aerial surveillance. All pre-identified industrial operators, potential area users and their corresponding contact information is included within the applicable site specific information tab.

2.2.8 Ignition Guidelines

Ignition is an important component of emergency response procedures for addressing public and worker safety during a sour gas release.

When H₂S is ignited, it is converted to SO₂. The heat of combustion carries the SO₂ gases high into the atmosphere. The resulting SO₂ concentrations that reach ground level are generally not expected to be sufficiently concentrated to be dangerous. Furthermore, once the escaping gases are burning, workers are no longer exposed to the possibility of an unexpected explosion from un-ignited gases. Ignition does not negate the requirement for continued evacuation or shelter-in-place procedures.

Ignition equipment will be on-site ready for use before sour operations begin. If an Alert or Emergency is declared, the Operations Section Chief will review the ignition procedures and confirm that the equipment is operational and is in a position to deploy quickly.

The On-site Supervisor is empowered to independently implement the ignition procedures at any time it is believed workers or public cannot be protected from the escaping gases. If worker or public safety issues are not at immediate risk, with time permitting, the On-site Supervisor may wish to discuss the ignition requirement with the Incident Commander and the AER / MER. Such discussions are particularly relevant if regained well control is imminent. Regulator senior staff may insist on igniting a release if the company does not agree to ignite the release or if the company is not prepared to take the necessary steps.

Ignition Criteria

Husky is expected to take immediate steps to prepare for ignition at the earliest signs of a release or a well control problem to ensure there will be no delay. For manned well operations, prompt ignition mitigates the threat of H₂S exposure that could threaten public safety during a major sour gas release. During a sour well control problem, ignition discussions between Husky and the AER / MER should occur at pre-set intervals until the well is brought under control.

Husky is required to ensure that all sour wells have an ignition system such as a flare gun on site during all drilling, completion, well testing or work-over operations in the sour zone(s).

Husky needs to:

- Keep the local AER / MER Field Centre(s) informed about the ignition situation and ignite a sour gas flow to the atmosphere in accordance with the following Assessment and Ignition Criteria Flowchart unless discussions with the regulator determine that ignition may be delayed,
- Ensure that appropriate ignition equipment is available during all operations, and
- Assign the decision-making authority to ignite the release to a Husky representative on site.

The ignition team should be certified in ignition procedures and properly equipped to ignite the release within the planned time limits for which the EPZ was designed. Regulator senior staff may make the decision to ignite a release if Husky does not agree to ignite the release or is not prepared to take the necessary steps. Ignition does not negate the need for continuing with evacuation as there may be residual pockets of H₂S or SO₂ in the area.

HVP Product Release

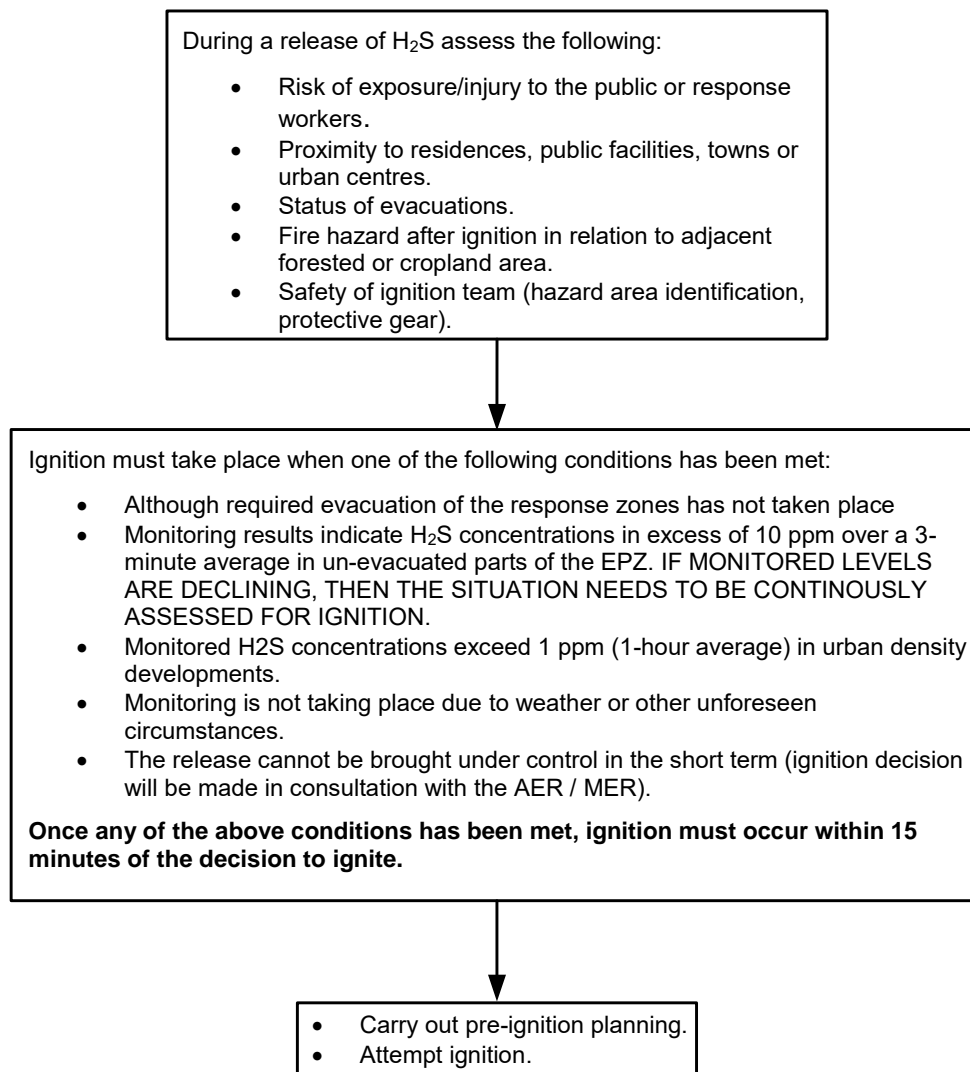
Following an incident, the hazard associated with an HVP product release may be controlled or minimized by deliberately igniting the release. Ignition of an HVP product release should occur only after the position of the plume has been established after careful deliberation and when safe to do so. Until such time that a decision has been made to ignite a release, Husky should take steps to minimize any chance of unplanned ignition in the area.

Assess the following prior to HVP product ignition:

- The increased risk(s) of delayed ignition.
- Whether the perimeter of the hazard area has been established.
- Whether the public has been evacuated from the area. (Will egress be affected?)
- Whether ignition will improve or worsen public safety.
- Whether wind direction has been determined and is continually monitored.
- Whether the possibility of an explosion has been assessed (i.e. obstruction or regions of congestion within the perimeter of the dispersing vapour cloud).

If the ignition criteria are met for either sour gas or HVP product, ignition must take place within 15 minutes of the decision to ignite.

Assessment and Ignition Criteria



Ignition Team

The ignition team will be knowledgeable in sour well ignition and properly equipped to ignite the well within the planned time limits for which the EPZ was designated. The Incident Commander is responsible to ensure the ignition of the well. The On-site Supervisor will be part of a two-person backup Ignition Team. The backup Ignition Team remains in visual contact with the Ignition Lead and communicates with the Incident Commander or Operations Section Chief, if appointed. They remain available for emergency rescue of the Ignition Lead.

Ignition Equipment

If ignition is required, a safety company will supply all necessary equipment.

Ignition Procedures

Note 1: Before ignition is implemented, all personnel on the well-site need to be evacuated to a safe location and a head count verifying that everyone is accounted for need to be completed.

Note 2: Prepare for the possibility that the release may spontaneously ignite.

- The On-site Supervisor appoints two capable personnel as members of the three person ignition team. One will join the On-site Supervisor on the backup ignition team and the other will assume the responsibility of the Ignition Lead.
- The On-site Supervisor is to maintain communication with the Emergency Operations Centre.
- The Ignition Lead and backup ignition team don the appropriate equipment.
- They are not to carry flares in pockets.
- The backup ignition team positions themselves upwind of the release.
- The Ignition Lead approaches the release from the backup ignition team position. The backup ignition team maintains visual contact of the Ignition Lead.
- Start from a position at least 200 metres upwind of the release (larger distances should be considered if there is very little wind speed or the wind direction is meandering).
- Frequently check the H₂S and LEL readings.
- They advance to a point that is the approximate maximum fire range of their flare launcher.
- Advance another 20 metres closer, checking for LELs. If LEL readings are detected while advancing, retreat to the original 200 metre upwind position and repeat the procedure.
- If there are no LELs, retreat to a position 20 metres back from the approximate maximum firing range, with the backup ignition team retreating accordingly, and prepare to launch flares towards the plume.
- The Ignition Lead sounds the air horn with one long blast, signalling that he is prepared to light the plume.
- Wait 30 seconds after the air horn blast and then fire the flare cartridge at a 45 degree angle toward the release. If at any time the backup ignition team signals to abort the ignition process with three short air horn blasts, terminate the ignition procedures and retreat to the backup ignition team position.
- Stay low and protected and avoid looking toward the release while the flare is in flight.
- Once ignition has been achieved, the Ignition Team retreats to a safe position. If ignition is not achieved, continue advancing in small increments, launching flares into the plume until ignition is achieved.
- The backup ignition team maintains radio contact with the Emergency Operations Centre about the status of the ignition operations.
- Sound the air horn with three short blasts if the ignition process is to be aborted.

Post-ignition Procedures

- The On-site Supervisor will immediately advise the Emergency Operations Centre by radio when ignition has been accomplished.
- Air monitoring equipment will be directed by the Public Protection Supervisor to acknowledge changes in air quality readings in the un-evacuated areas and commence reporting SO₂ readings.
- Evacuation of the EPZ will continue.
- The ignited release will be monitored to ensure the ignition is sustained. Ignition equipment and workers involved in ignition operations will remain on standby.
- The EPZ will be expanded to any areas where SO₂ readings exceed criteria for notification and evacuation beyond the EPZ.



2.3 Media

2.3.1 Media and Press Release Guideline	1
---	---

The following section 2.3 contains the following redactions:

- 2.3.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

2.3.1 Media and Press Release Guideline

The Incident Commander, CRMT Director and Legal need to review and approve all media statements before release.

Note: All media releases should be submitted to the regulator before release. The CRMT Communications Officer will act as the company spokesperson for all planned communications to the media during an emergency.

In the absence of the CRMT Communications Officer, the Corporate Response Director will assume the role of company spokesperson.

Depending on the severity of an emergency, the media may attempt to contact company representatives in person at the incident site or in close proximity to the site. These representatives could include rovers, roadblock personnel, on-site personnel or other people the media deem credible to represent the company.

If you are approached by media:

- Be polite.
- Never use the phrase "No comment."
- If a more senior person is immediately available at your location, redirect the inquiry to that person.
- If you are the most senior person at your location, advise the media that you are not the Communications Officer.
- Gather the information on the Media Inquiry Form, if possible.
- Advise the media that the Communications Officer will be in contact with them.
- Forward the Media Inquiry Form or any call back commitments to your supervisor as soon as possible. The media will be working to a deadline.
- The supervisor will pass the Media Inquiry Form or call back commitments to the Public Information Officer or Communications Officer for response.
- Be careful not to deny information or facts. Again, simply state that you are not the Communications Officer.
- Although a press release may indicate information about the number of people injured, **NEVER** disclose any information about the names of those injured or the extent of their injuries. Next-of-Kin notification must be completed before this information is released.

In cases where it is not possible to pass along the information to a more senior company representative, the following statement may be released:

Media Statement

"We are in the early stages of gathering information on this situation to determine our involvement and response. Of utmost priority is the safety and protection of the public and all responders. Company information will be available to you when we know more. Feel free to leave your contact number with me or call our Corporate Communications department in Calgary at [REDACTED] for information".



This page has been left blank intentionally.

2.4 Plan Principles

2.4.1	Purpose of this ERP	1
2.4.2	ICS Structure	3
2.4.3	Response Facilities	9
2.4.4	Record Keeping	13
2.4.5	Training	14



This page has been left blank intentionally.

2.4.1 Purpose of this ERP

The purpose of this Emergency Response Plan (ERP) is to clearly define the response system and organization structure to effectively respond to any security, emergency or business continuity incident regardless of size or complexity.

This ERP defines emergency response team roles, functions and duties to protect people, the environment and assets threatened in an emergency. This ERP also describes the actions necessary to manage key stakeholder communications and return conditions to normal. Emergency response actions that may be implemented include, but are not limited to, the following situations:

- Public concern.
- Fires or explosions.
- Serious injuries or fatalities.
- Spills or hazardous product releases including an H₂S release.
- Hydrocarbon releases.
- Major property or equipment damage.
- Security breach or threat.
- Vehicle accidents.
- Natural disasters (e.g. tornadoes, earthquakes, severe weather conditions).
- Business Continuity Event such as loss of information services functionality or normal work location.

This Plan clarifies the:

- Overall Incident Command System (ICS) response organization and structure.
- Area specific hazards.
- Activation procedures.
- Guidance for determining the Emergency Level.
- Roles and responsibilities of specific ICS positions.
- Notification and communication requirements to the public, government agencies and Husky management.
- Stakeholder communication processes to support timely, effective and on-going notification of the public, media, regulators, government agencies, contractors and Husky employees and their families.
- General incident response protocols / scenarios.
- Documentation tools and requirements for noting and maintaining accurate record of events and decisions made during an emergency.
- Guidance regarding post-emergency actions.
- Training, drills and exercise expectations.
- Available internal resources and contact information for external resources and contractors.

Husky's response organization follows Incident Command System principles and features that include:

1. Common terminology;
2. Modular organization;
3. Management by objectives;
4. Incident Action Plan (IAP);
5. Manageable span of control;
6. Chain of command and unity of command;
7. Response facilities;
8. Comprehensive resource management;
9. Unified command;
10. Integrated communications.

Corporate Commitment

Husky is committed to providing a robust and effective Emergency Management program which takes into account the elements of security, emergency management and business continuity. As part of this overall strategy, Husky has created and maintains its Emergency Response Plans that incorporate and integrate the processes and protocols required to address all facets of adverse events. Husky is committed to responsible corporate citizenship, operational integrity and environmental stewardship.

Operational integrity at Husky means conducting all activities safely and reliably so that the public is protected, impact to the environment is minimized, the health and wellbeing of employees is safeguarded, contractors and customers are safe, and physical assets (such as facilities and equipment) are protected from damage or loss.

This Emergency Response Plan has been developed to meet or exceed the requirements of all applicable governing agencies and regulatory bodies where the Company operates. It complies with Husky's Emergency Management Standards as outlined in the Husky Operational Integrity Management System (HOIMS), a systematic approach to anticipating, identifying and mitigating hazardous situations within the Company's operations. The plan takes into account an area-specific hazard/risk analysis and outlines the necessary resources, personnel, logistics and initial actions to facilitate a prompt, coordinated and rational approach to any emergency.

This Emergency Response Plan is considered an all-hazards plan which can manage a variety of security and emergency incidents and the early phases of a business continuity scenario when effectively implemented. Where hazard specific plans exist, such as spill response, fire safety / pre-fire, security and business continuity these plans shall be referenced for additional response guidance and resources.



2.4.2 ICS Structure

Husky's emergency management organization is based on the Incident Command System (ICS). Common terminology has been developed to identify major functions, personnel and responsibilities. By adopting ICS principles and terminology, Husky is better equipped to align with mutual aid partners and government agencies in training, simulations and emergency response efforts.

Husky uses ICS to manage all emergencies regardless of nature, size or complexity.

The Incident Commander has overall responsibility to assess current impacts and potential hazards, determine the emergency classification (Alert, Level 1, 2, or 3), set objectives, plan strategies and implement tactics.

At the onset of any incident, Husky requires that the following two key ICS roles be filled and that they be filled by different persons:

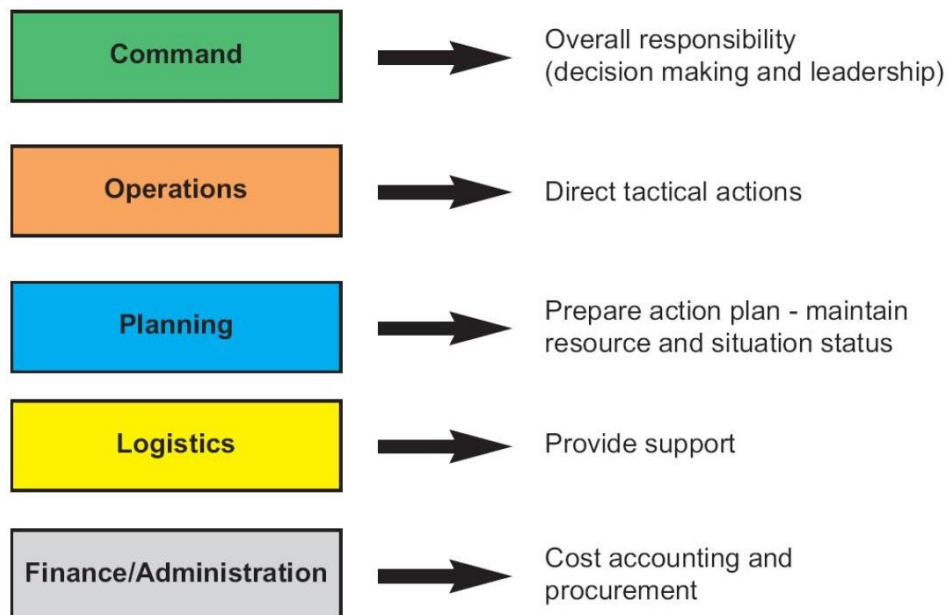
Incident Commander Typically filled by the most senior field-based Husky representative available (i.e. Production Superintendent or District Manager). It is essential that a Husky representative be available to assume this role on a 24 hour basis.

An Incident Commander coordinates and directs all local response activities. They are responsible for the safety and health of all personnel and public and for the protection of the environment.

On-site Supervisor Initially filled by the first responder or senior Husky representative.

Responsible for all tactical on-site control operations and the safety of all on-site personnel.

There are five major management functions that are the foundation upon which the ICS organization develops, they are:



Incident Command

The command function can be carried out in two ways:

- As a single command where the Incident Commander has complete responsibility for incident management.
- As a Unified Command where one or more other agencies or organizations that have responsibility and/or jurisdiction share incident management.

Single Command

The Incident Commander is in charge of overall field based emergency response, mobilizing staff to respond, setting objectives and priorities, notifying the Corporate Response Management Team (CRMT) of the situation and taking action to ensure the health and safety of personnel and the public and to minimize environmental damage.

Based on known and potential impacts, the Incident Commander may proactively appoint individuals to fill additional ICS roles thereby keeping their workload manageable. Until the Incident Commander delegates others to fill an ICS role, they are expected to perform all necessary ICS command and general staff responsibilities.

The Incident Commander coordinates and directs all local response activities. They are responsible for the safety and health of all personnel and the public and for the protection of the environment. Within Husky, the Incident Commander role may be initially filled by Control Room staff but this is usually transferred to the most senior Husky representative as they become available (e.g. Production Superintendent or District Manager). The Incident Commander may appoint one or more Deputies. A Deputy Incident Commander needs to be as qualified as the Incident Commander. A Deputy Incident Commander may be designated to:

- Perform specific tasks as requested by the Incident Commander.
- Perform the incident command function in a relief capacity.
- Represent an assisting agency that shares jurisdiction.

Unified Command

If Unified Command is needed, Incident Commanders, representing agencies or jurisdictions that share responsibility for the incident, manage the response from a single Incident Command Post. Under Unified Command, a single coordinated Incident Action Plan will direct all activities. The Incident Commanders will supervise a single Command and General Staff organization and speak with one voice.

The Incident Commanders may appoint one or more Deputies, if applicable, from the same agency or from other agencies or jurisdictions.

A formal transfer of command during an incident always requires a “Transfer of Command Briefing” for the incoming Incident Commander and notification to all personnel that a change in command has taken place.

Command Staff

The following Command Staff report directly to the Incident Commander:

Safety Officer

- Monitors safety conditions, assesses hazardous and unsafe situations and develops measures for assuring the safety of all assigned personnel.
- Advises the Incident Commander on issues regarding incident safety, however may exercise emergency authority to stop unsafe acts if personnel are in imminent danger.
- Works closely with the Operations Section to ensure the safety of tactical and support personnel. Only one Safety Officer will be named to an incident.
- May have assistants as necessary that might represent other agencies or jurisdictions.

Liaison Officer

- The primary contact for supporting or cooperating agencies that are assisting at an incident.
- Assists the Incident Commander by serving as a point of contact for agency representatives who are helping to support the operation.
- Provides briefings to, and answers questions from, the supporting agency representatives. There is only one Liaison officer on any incident, although very large incidents may require the use of assistants.

Public Information Officer

- A Public Information Officer may be assigned to communicate with local media though they would only be appointed with approval of the Corporate Response Director and the Calgary-based CRMT Communications Officer.
- The Husky Calgary-based CRMT Communications Officer is the primary point of contact for media or other organizations seeking information directly about the incident or event. They assume responsibility for managing all media issues.
- If assigned, the field-based Public Information Officer will establish a one-window media communications link with the Calgary-based CRMT Communications Officer to ensure an effective, coordinated media response at both the field and corporate level.

ICS Process Advisor

- This is an additional Command Staff role that has been added to ICS by Husky.
- Provides advice and support to Incident Commander regarding ICS implementation.

General Staff

General Staff personnel fulfill the needs of the remaining four management functions. General Staff are made up of four ICS Sections: Operations, Planning, Logistics and Finance/Administration and report directly to the Incident Commander.

Operations Section

The Operations section carries out the Incident Action Plan. They are responsible for tactical control and containment operations at the incident site working to reduce immediate hazards, save lives and property, establish situation control, and restore normal conditions.

The Operations section may be involved in actions on-site and off-site:

- On-site operations are physical activities undertaken to directly mitigate the emergency, to protect human life, health and property and / or the environment from the physical impact of an event (i.e. putting out the fire, stopping the source of a spill, rendering medical aid, etc.).
- Off-site operations coordinate public safety activities and measures such as the establishment of roadblocks, public evacuation and / or sheltering-in-place, mobile air monitoring and management of a reception centre.

The On-site Supervisor role (which is part of the Operations Section) is the first ICS position undertaken in an incident.

The Operations Section directs many response resources. To maintain a manageable span of control, each ICS supervisor should have no more than five direct reports. An Operations Section Chief is usually not appointed unless the incident is large, complex or there is a span of control issue.

However, there are situations where the Incident Commander may promptly assign an Operations Section Chief such as when Husky is supporting a Contractor ERP response effort or providing mutual aid support so that there is ongoing communication with the On-site Supervisor.

Planning Section

If a Planning Section is deemed necessary, the Incident Commander will designate a Planning Section and Chief. If no Planning Section is established, the Incident Commander will perform all the planning functions.

A Planning Section Chief gathers, analyzes and disseminates information and intelligence, manages the planning process, compiles the Incident Action Plan and manages technical specialists. It is up to the Planning Section Chief to activate any needed additional staffing to complete these tasks.

Planning Section Major Activities

The Planning Section duties are to:

- Collect, evaluate, and display incident intelligence and information.
- Prepare and document Incident Action Plans.
- Conduct long-range and/or contingency planning.
- Develop plans for demobilization.
- Maintain incident documentation.
- Track resources assigned to the incident.

One of the most important functions of the Planning Section is to look beyond the current operational period to anticipate potential problems or events.

Logistics Section

The Incident Commander determines if and when a Logistics Section and Chief are needed. If no Logistics Section is established, the Incident Commander will perform all logistical functions.

The size of the incident, complexity of support needs and the incident length will determine whether a separate Logistics Section is established. The Logistic Section Chief is responsible to provide resources and services required to support incident response activities, develop portions of the Incident Action Plan and forward to the Planning Section, and contract for the purchase and delivery of all goods and services needed. It is up to the Logistics Section Chief to activate any needed additional staffing to complete these tasks.

Finance/Administration Section

The Incident Commander will determine if there is a need for a Finance/Administration Section and Chief. If no Finance/Administration Section is established, the Incident Commander will perform the finance functions.

The Finance/Administration Section Chief is responsible for monitoring incident related costs and administering any necessary procurement contracts.



This page has been left blank intentionally

2.4.3 *Response Facilities*

Response facilities are set up at locations that meet the needs of the incident. Each facility has a unique purpose and not all facilities are set up for every incident.

Emergency Operations Centre (EOC)

The Incident Commander establishes the Emergency Operations Centre (EOC) in a safe location that is best suited to manage the size and scope of the particular emergency.

Note: The term Company Regional Emergency Operations Centre (CREOC) is a term that means the same thing as Emergency Operations Centre. This is the location of the Incident Commander and may include government staff. **Husky uses the term Emergency Operations Centre or EOC throughout this document.**

On-site Command Post

The On-site Command post is established by the On-site Supervisor. It is the Command Centre established in the immediate vicinity of the incident where strategies for on-site workers' safety, control and containment operations are managed. Because this command centre may be exposed to dangerous conditions due to proximity to the hazard, it may need to be relocated to an alternate location. All personnel accessing the site need to check in and out at the On-site Command Post.

Staging Area

A Staging Area is a temporary location set up near an incident where personnel and equipment are kept while awaiting tactical assignments. Staging Areas should be set up within five minutes travel time to the area of expected need. Once set up, all Staging Areas should have a Staging Area Manager, who reports to the Incident Commander or the Operations Section Chief, if appointed. The Staging Area can be relocated if necessary.

Reception Centre

The Reception Centre is the location where the company addresses the needs of evacuated public. It is here where the company receives evacuees, helps arrange for accommodation, exchanges contact information, distributes expense-claim forms, provides information updates and addresses issues identified by evacuees. The Reception Centre should be located at an easily accessible location (e.g. community hall or other public facility) a safe distance from the incident site, outside the hazard area.

Corporate Emergency Response Centre (CERC)

The Corporate Emergency Response Centre (Corporate ERC) is a pre-designated facility established by the Calgary-based Corporate Response Director to support the Incident Commander and manage longer term issues. Partial or full activation is dependent on the incident.

Municipal Emergency Operations Centre (MEOC)

A municipal emergency operations centre is a place of central response coordination a distance away from the Emergency Operations Centre (EOC). A municipality or rural municipality may decide to open their MEOC at a Level 2 incident, but more commonly at a Level 3.

In response to a petroleum sector incident, a municipality would likely open their MEOC if a substantial number of their residents were being evacuated, regardless of whether their assistance is required. The MEOC exists to support the incident site.

This usually takes the form of joint communication with their emergency services on-scene, whether at a municipal or joint industry municipal command post. The petroleum company experiencing an incident may be requested to provide or wish to send a liaison to the MEOC. In turn, the petroleum company may request a representative of the impacted municipality to send a representative(s) to the EOC.

Regional Emergency Operations Centre (REOC)

A regional emergency operations centre is a joint local, provincial and government emergency centre designed to coordinate inter-agency activities and to support the response. It may be opened for a Level 2 or a Level 3 Incident.

Staffing of the REOC is expected to include personnel representing:

- Husky
- AER / MER
- Affected Municipality
- Health Authority / Service
- Representatives of other provincial government departments

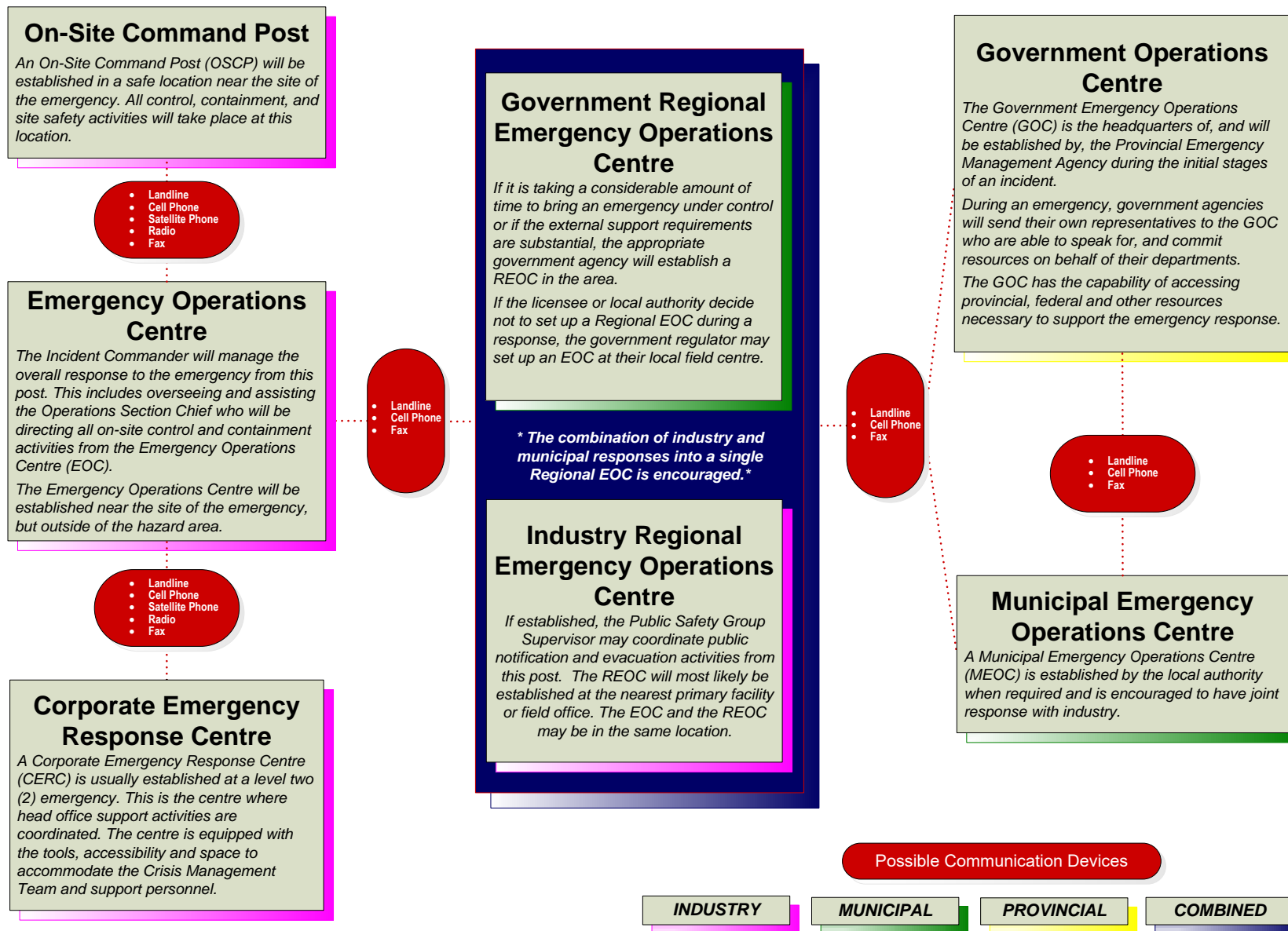
Alberta Government Operations Centre (GOC)

The provincial government runs an operations centre with the capacity to accommodate representatives from each government department. The Government Emergency Operations Centre (GOC) consists of 2 centres: the Consequence Management Operations Centre (COMOC) and the Crisis Management Operations Centre. The Consequences Management Operations Centre (COMOC) deals with petroleum sector related emergencies.

Generally, these operations centres are only established for a Level 3 threat or incident. In the event of an upstream petroleum incident, the COMOC portion is opened and staffed by Alberta Emergency Management Agency (AEMA) personnel as well as the Consequence Management Officer (CMO) from each government department involved and select external agencies including the AER.

The GOC functions are to:

- Coordinate the provincial response (personnel, resources and communication)
- Assist the affected municipality
- Coordinate their activities and communications with AER offices and/or the REOC and MEOC(s) as established





EMERGENCY RESPONSE PLAN

GUIDELINES

This page has been left blank intentionally.

2.4.4 Record Keeping

Husky has a process for the following record keeping activities:

- Husky is required to retain all of the following records **for a period of three years; CEPA E2 requires records (training etc.) to be kept for a period of five years.**

Incident Records

Unless they contain specific routing information, all completed forms are to be forwarded to the Documentation Unit Leader in the Planning Section. The documentation gathered during and following an incident response provides the information needed for post-incident assessment, historical, and analytical purposes (see Section 1.5 Forms, “Form A: Incident Briefing (ICS Form 201)” which may be used during an incident).

If solicitor-client privilege has not yet been established with the legal department, this should be discussed. Ideally, incident documentation should be marked “confidential.” External agency representatives should be aware that caution needs to be exercised in what written information they leave the incident with, as it may later form part of a publicly accessible file.

Upon conclusion of response, all incident related documents are provided to the Incident Commander or Corporate Response Director as directed. The Documentation Unit Leader will compile and secure incident records and any response debriefing documentation as required.

ERP Maintenance Records

Husky uses a transmittal process to confirm distribution of updates and third party service providers track work to keep the ERP current, including attempts to contact or obtain the cooperation of any required persons, and regularly communicates with Husky about any outstanding issues yet to be resolved.

Training, Meetings, and Exercise Records

The Husky Learning Management System (LMS) tracks and helps Husky management individual training and competency requirements.

Exercise reports are developed and loaded into HuskySafe within 60 days of an exercise which includes:

- Type of exercise held
- Objectives and scope
- Persons involved
- Outcome (i.e., whether objectives were achieved)
- Lessons learned (i.e. participant feedback comments / critique)
- Action plan, including timelines (with Action items assigned and loaded into HuskySafe)

All Pre-sour and/or Critical Sour Meetings, such as meeting sign-in sheets, invitations, and minutes must be captured and retained for possible review by the regulator.

2.4.5 Training

Husky Oil is committed to ensure Husky personnel involved in an emergency response fully understand their roles and the roles of others with whom they may interact during an incident. To meet this commitment and to ensure personnel respond effectively, training activities will include:

Orientation

- Provide employees and contractor management with an orientation to Husky's Emergency Response Plan and its applicable elements.
- Discuss and clarify bridging between contractors' emergency response procedures and this Husky ERP.
- Utilize summary wall charts outlining key responsibilities and lines of communication for quick reference purposes.
- Devote a portion of scheduled safety and/or staff meetings to the discussion of emergency response issues on an on-going basis.

Specialized Emergency Response Training

- Make available (through the Husky Training Coordinator) all required training.
- Ensure employees and contractor personnel comply with Husky's safety training requirements (i.e. First Aid/CPR, WHMIS, Transportation of Dangerous Goods, firefighting etc.).

Emergency Drills

- Employees and contractors should conduct drills on an on-going basis to ensure readiness, including, but not restricted to:
 - fire fighting
 - spill response
 - first aid
 - confined space entry
 - man down

External Orientation

- As appropriate, brief and familiarize all external groups or agencies having a role in this Emergency Response Plan with the overall plan and their specific responsibilities under the plan.

Plan Exercises

A regular program of exercises will be planned and performed to enhance the readiness of both personnel and equipment. Exercises will be scheduled and planned by local management.

The table below indicates recommended exercise frequency. Husky Oil management may prefer to conduct more frequent exercises.

Exercise Type	Frequency
Table Top	Either a Table Top or Communication exercise once per year
Communication	Either a Communication or Table Top exercise once per year
Full Scale Exercise	A Full Scale Exercise every 3 years

Table Top Exercise

A table top exercise is informal and free of time constraints when compared to a Full Scale exercise. The emphasis is on learning, discussion and group problem solving. It will include a facilitated discussion of the emergency scenario with prompting questions. Exercises will normally be held over a four-hour period at an appropriate location.

Exercise complexity, scope and duration are based on pre-defined exercise objectives and include exercise ground rules and pre- and post-exercise debriefing sessions.

Communication / Functional Exercise

Communication / functional exercises are designed to validate communication and the management of the response effort from the Emergency Operations Centre. This includes the flow of communications and real time tracking of:

- Notifications and updates
- Objectives
- Decisions and team organization
- Public protection communications and actions.

Participants are limited to Husky personnel and occasionally one or more government agency representatives. Events, agencies, stakeholders, public and media are all simulated. No external calls are made.

Exercise complexity, scope and duration are based on pre-defined exercise objectives and include exercise ground rules and pre- and post-exercise debriefing sessions.

Major (Full Scale) Exercise

A major exercise will be conducted once every three years, as a minimum. A full scale exercise will fully activate this Emergency Response Plan and will prompt involvement of:

- Husky Corporate Response
- Applicable government agencies, with simulation of non-participating agencies
- Applicable Local Authorities, with simulation of non-participating local authorities
- Public, stakeholders and media may be simulated

Exercise complexity, scope and duration are based on pre-defined exercise objectives and include exercise ground rules and pre and post exercise debriefing sessions.

2.5 Definitions and References

2.5.1	Definitions	1
2.5.2	Responder Safety Control Zones	10
2.5.3	Acronyms	13

The following section 2.5 contains the following redactions:

- 2.5.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

2.5.1 Definitions**Active Fire Protection**

A means of extinguishing or controlling a fire either manually (firefighting) or automatically (sprinkler systems, gaseous clean agent or foam systems).

Adjacent to

Within 25 meters.

Agency Representative

Individual assigned to an incident from a government agency.

Air Monitoring

Measurement of atmospheric concentrations of a hazardous substance such as H₂S, SO₂ or LEL.

Alert

An incident that can be handled on site by the licensee through normal operating procedures and is deemed to be a very low risk to members of the public.

Auto-Ignition Temperature

Temperature at which a material may ignite without a flame ignition source.

CANUTEC

A federal emergency service based in Ottawa. They are an immediate reference source for information on chemical spills. They advise on methods to safely neutralize, decontaminate, approach or handle dangerous substances.

Cold Zone

The Control Zone verified by the On-site Supervisor to be free of hazards with prevailing conditions.

Company Regional Emergency Operations Centre (CREOC)

An emergency operations centre established in the vicinity of the incident to provide direct response to the emergency. The Incident Commander coordinates response operations from this centre. The term CREOC is an Alberta Government term that means the same thing as Emergency Operations Centre (EOC).

Control Zones

A designation of areas or zones during a hazardous materials release or threatened release. Control Zones differ based on their safety and the degree of hazard. The three Control Zones for hazardous materials response are Hot Zone, Warm Zone, and Cold Zone.

Corporate Emergency Response Centre (CERC)

The response facility where the Corporate Management Response Team gathers to manage the corporate impacts of the emergency and lend support to the field responders.

Critical Sour Well

The AERs designation of a well for drilling purposes identifies a well with a potential H₂S release rate greater than 2.0 m³/second or certain sour wells of a lesser release rate in close proximity to an urban centre as defined in ID 97-6.

Dangerous Substances

Substances as described in the Transportation of Dangerous Goods Regulations Schedule XII (e.g. Phenol) that are in excess of the minimum quantities described therein.

Decontamination

The process of reducing or preventing the spread of hazardous material contamination from persons or equipment.

Defensive Firefighting

The mode of manual fire control in which the only fire suppression activities taken are limited to those required to keep a fire from extending from one area to another.

Demobilization

The process of significantly discharging or reducing resources previously committed to an incident response. A demobilization plan is usually created for use during the last stages of an incident.

Emergency

A present or imminent event outside the scope of normal operations that requires prompt coordination of resources to protect the health, safety, and welfare of people; To limit damage to property and the environment.

Emergency Operations Centre (EOC)

An emergency operations centre is established in the vicinity of the incident to provide direct response to the emergency. The Incident Commander coordinates response operations from this centre. **Husky uses the term Emergency Operations Centre throughout this document.**

Emergency Planning Zone (EPZ)

A geographical area surrounding a well, pipeline, or facility containing hazardous product that requires specific emergency response planning by the licensee.

Emergency Response Centre (ERC)

An operations centre established in a suitable location to manage the larger aspects of an emergency. In a high-impact emergency, there may be a number of ERCs established to support the response.

These may include the AER Field Centre incident command post, regional and corporate ERCs (regional, headquarters), a municipal ERC, a joint off-site regional ERC and the provincial government GOC.

OR

These may include an emergency operations centre set up by the Emergency Management & Fire Safety (EMFS), regional and corporate ERCs (regional, headquarters), a municipal ERC, a joint off-site regional ERC and the provincial government Emergency Operations Centre (EOC).

Emergency Response Plan (ERP)

A comprehensive plan to protect the public that includes criteria for assessing an emergency situation and procedures for mobilizing response personnel and agencies and establishing communication and coordination among the parties.

Evacuation

Organized, phased, and supervised withdrawal of members of the public from dangerous or potentially dangerous areas to safe areas.

Exposure

The area which may, if not protected and managed by means of cooling using water, foam and/or other suppression agents as well as fire-spread, could be exposed to fire or explosion. Usually an adjacent/abutting fixed and/or mobile property or structure that may be affected by conduction, convection, or radiant heat.

Facility

Any building, structure, installation, equipment, or appurtenance that is connected to or associated with the recovery, development, production, handling, processing, treatment, or disposal of hydrocarbon-based resources or any associated substances or wastes.

Fire Hazard Order (FH Order)

An order issued by the regulator during an emergency to restrict public access to a specified area.

First Responders

The first personnel to respond to an incident – normally operators, but could be anyone at the facility. Also includes industrial or municipal fire personnel. First responders require appropriate emergency response training to ensure that their response is suitable and performed safely.

Flash Point

Minimum temperature at which a liquid gives off sufficient vapour to form an ignitable mixture (within the flammable range) with air at the surface of the liquid.

Gathering System

The network of pipelines, pumps, tanks, and other equipment that carries oil and gas to a processing plant or to other separation equipment.

Government Emergency Operations Centre (GOC)

An operations centre with the capacity to accommodate representatives from each government department. It consists of two centres, the Consequence Management Operations Centre (COMOC) and the Crisis Management Operations Centre. The GOC was formerly known as the Emergency Management Alberta Operations Centre and before that as COMOC.

Hazard

A situation with potential to harm persons, property, or the environment.

High Vapour Pressure (HVP) Pipeline

A pipeline system conveying hydrocarbons or hydrocarbon mixtures in the liquid or quasi-liquid state with a vapour pressure greater than 110 kilopascals absolute at 38°C, as determined using the Reid method (see ASTM D 323).

Hot Zone

The Control Zone immediately surrounding the physical location of an incident with a boundary extending far enough from the incident to protect response members positioned outside the Hot Zone from exposure to flames, dense smoke, extreme temperatures, chemical, toxic and/or other hazards.

Hydrogen Sulphide (H₂S)

A naturally occurring gas found in a variety of geological formations and also formed by the natural decomposition of organic matter in the absence of oxygen. H₂S is colourless, has a molecular weight that is heavier than air, and is extremely toxic. In small concentrations, it has a rotten egg smell and causes eye and throat irritations. Depending on the particular gaseous mixture, gas properties, and ambient conditions, a sour gas release may be

- heavier than air (dense), so it will tend to drop towards the ground with time,
- lighter than air (buoyant), so it will tend to rise with time, or
- about the same weight as air (neutrally buoyant), so it will tend to neither rise nor drop but with time disperse.

Incident

An unexpected occurrence or event that requires action by emergency personnel to prevent or minimize the impacts on people, property, and the environment.

Incident Action Plan

An organized course of action that addresses all phases of incident control within a specified time frame.

Incident Command System (ICS)

An organized system of roles, responsibilities and standard operating and communication procedures used to manage and direct emergency response operations.

Incipient Firefighting

Firefighting performed inside or outside of an enclosed structure or building when the fire has not progressed beyond incipient stage.

Incipient Stage

Refers to the severity of a fire where the progression is in the early stage and has not developed beyond that which can be extinguished using portable fire extinguishers or hand lines flowing up to 473 L/min (125 gpm). A fire is considered to be beyond the incipient stage when the use of thermal protective clothing or self-contained breathing apparatus is required or an industrial fire brigade member is required to crawl on the ground or floor to stay below smoke and heat.

Initial Isolation Zone (IIZ)

An area in close proximity to a continuous hazardous release where indoor sheltering may provide temporary protection due to the proximity of the release.

Lead Agency

The government support organization which acts as the lead government agency during an industry emergency response.

Level 1 Emergency

There is no danger outside the licensee's property, there is no threat to the public, and there is minimal environmental impact. The situation can be handled entirely by licensee personnel. There will be immediate control of the hazard. There is little or no media interest.

Level 2 Emergency

There is no immediate danger outside the licensee's property or the right-of-way, but there is the potential for the emergency to extend beyond the licensee's property. Outside agencies need to be notified. Imminent control of the hazard is probable but there is a moderate threat to the public and/or the environment. There may be local and regional media interest in the event.

Level 3 Emergency

The safety of the public is in jeopardy from a major uncontrolled hazard. There are likely significant and ongoing environmental impacts. Immediate multi agency municipal and provincial government involvement is required.

Liquefied Petroleum Gas (LPG)

A mixture of heavier gaseous hydrocarbons, principally propane, propylene, butane and butylene.

Local Authority

A local authority is considered to be:

- the council of a city, town, village, or municipal district;
- in the case of an Improvement district or special area, the Minister of Municipal Affairs;
- the settlement council of a Métis settlement; or
- the band council of a First Nations reserve.

Lower Explosive Limit (LEL)

The lowest concentration of gas or vapour (per cent by volume in air) that explodes if an ignition source is present at ambient temperatures.

Major (Full-Scale) Exercise

As described in *CAN/CSA-Z731-03*, an exercise involving emergency response agencies and the licensee that entails the deployment of all resources required to test the licensee's ERP. It is intended to provide a realistic simulation of an emergency response.

Mobile Air Quality Monitoring

Use of sophisticated portable equipment capable of tracking substances such as H₂S or SO₂ at very low (parts per billion) atmospheric concentrations.

Municipal Emergency Operations Centre (MEOC)

The centre from which responsible municipal officials manage and support emergency operations within their jurisdiction, as well as formulate protective actions and provide public information. The centre has adequate workspace, maps, status boards and communications capability.

Municipal Emergency Plan

The Local Authorities Emergency Response Plan.

Municipality

See Local Authority.

Mutual Aid Understanding

An understanding between two or more public and/or private parties, such as oil and gas companies, service companies, and local authorities, that defines each party's commitment to provide aid and support during an incident.

National Fire Protection Association (NFPA)

Established in 1896, the NFPA is a US based organization with international membership charged with creating and maintaining minimum standards and requirements for fire prevention and suppression activities, training, and equipment, as well as other life-safety codes and standards.

NAV Canada

Canada's civil air navigation services provider, with operations coast to coast. NAV Canada provides air traffic control, flight information, weather briefings, aeronautical information services, airport advisory services, and electronic aids to navigation.

Notice to Airmen (NOTAM)

An order requested by the Lead Agency or directly by Husky to restrict airspace over a specified area.

Offensive Firefighting

The mode of manual firefighting control in which manual fire suppression activities are concentrated on reducing the size of fire to accomplish extinguishment.

On-site Command Post (OSCP)

A response facility established in the immediate vicinity of the incident to provide immediate and direct response to the emergency and initially staffed by Husky personnel.

Passive Fire Protection (PFP)

PFP attempts to contain fires or slow the spread, through use of fire-resistant walls, floors, and doors. PFP systems need to comply with the associated listing and approval use and compliance in order to provide the effectiveness expected by building codes.

Personal Protective Equipment (PPE)

Any combination of personal protective equipment created to ensure the health and safety of responders.

Preparedness

Obligation to identify adequate capabilities and resources, train for safe response to incidents, and conduct regular reviews of the emergency response plan.

Prevention

Includes the evaluation of risks, probability of worst cases, facility design, maintenance programs, incident investigation and training to ensure a facility operates as intended.

Protective Action Zone (PAZ)

An area downwind of a hazardous release where outdoor pollutant concentrations may result in life threatening or serious and possibly irreversible health effects on the public.

Public

The group of people who may be or are impacted by an emergency (e.g., employees, contractors, neighbours, emergency response organizations, regulatory agencies, the media, appointed or elected officials, visitors, customers, etc. as appropriate).

Public Protection Measures

The use of evacuation, shelter-in-place, ignition, and isolation procedures to mitigate the impact of a hazardous release on members of the public.

Publicly Used Facility

Places where the presence of people can be anticipated. Examples include places of business, campgrounds, churches and other locations created for use by the public.

Reception Centre

A centre established to register evacuees for emergency shelter, to assess their needs, and if temporary shelter is not required because evacuees will stay elsewhere, to ascertain where they can be contacted.

Recovery

Assessment of damages followed by restoration of infrastructure, human and environmental conditions to a safe and acceptable condition for all stakeholders.

Regional Emergency Operations Centre (REOC)

An operations centre established in a suitable location off-site near the emergency to manage the larger scale aspects of the emergency response and staffed jointly by government and industry personnel.

Residence

A dwelling that is occupied full time or part time.

Response Facility

Any Emergency Operations Centre, Command Post, Reception Centre, Staging Area or other facility that is used to support the emergency response activities.

Shelter-in-Place

Remaining indoors for short-term protection from exposure to toxic gas releases.

Sour Gas

Natural gas, including solution gas, containing hydrogen sulphide (H₂S).

Sour Multiphase Pipeline

A pipeline that transmits a multiphase product and contains more than 10 moles of H₂S per kilo-mole of natural gas in the gas phase.

Sour Multiphase Product

Any liquid that contains H₂S in the gas phase.

Sour Pipeline

Pipeline that conveys gas and/or liquid that contains sour gas.

Sour Production Facility

Facility that processes gas and/or liquid that contains sour gas.

Sour Well

Any oil or gas well expected to encounter sour gas-bearing formations during drilling or any oil or gas well capable of producing sour gas.

Special Needs

Those persons for whom early response actions need to be taken because they require evacuation assistance, requested early notification, do not have telephones, require transportation assistance, have a language or comprehension barrier, or have specific medical needs. Special needs also include those who decline to give information during the public consultation process and any residences or businesses where contact cannot be made.

Staging Area

A location where incident personnel and equipment are assigned and maintain an available status. Staging can also serve as the check-in/check-out point.

Sulphur Dioxide (SO₂)

A colourless, water-soluble, suffocating gas formed by burning sulphur in air; also used in the manufacture of sulphuric acid. SO₂ has a pungent smell similar to a burning match. SO₂ is extremely toxic at higher concentrations. The molecular weight of SO₂ is heavier than air; however, typical releases are related to combustion, which makes the gaseous mixture lighter than air (buoyant).

Surface Development

Dwellings that are occupied full time or part time, publicly used development, public facilities, including campgrounds and places of business, and any other surface development where the public may gather on a regular basis. Surface development includes residences immediately adjacent to the EPZ and those from which dwellers are required to egress through the EPZ.

Tabletop Exercise

As described in CAN/CSA-Z731-03, an informal exercise generally used to review resource allocations and roles and responsibilities of personnel and to familiarize new personnel with emergency operations without the stress and time constraints of a major exercise.

Uncontrolled Flow

A release of product that cannot be shut off at the licensee's discretion.

Unified Command

A method for Husky, government and mutual aid resources to take part in a unified decision making process. Unified Command Participants recognize the lines of responsibility and authority but function together to achieve cooperative incident mitigation.

Unrestricted Country Development

Any collection of permanent dwellings situated outside of an urban centre and having more than eight permanent dwellings per quarter section; for the purpose of applying the requirements of ID 96-6, includes any similar development that the regulator might designate.

Upstream Petroleum Industry

Constitutes all facilities, equipment, substances and operations used in the exploration, recovery, processing and transporting of petroleum within the regulators jurisdiction. Generally, this includes oil and gas operations upstream of a refinery and the storage and transportation of unrefined products by pipeline between oil and gas production facilities or other end points.

Urban Centre

A city, town, village, summer village or hamlet with not less than 50 separate buildings, each of which must be an occupied dwelling; other incorporated centres..

Urban Density Development

Any incorporated urban centre, unincorporated rural subdivision, or group of subdivisions with not less than 50 separate buildings, each of which must be an occupied dwelling.

Warm Zone

The Control Zone immediately surrounding and outside the boundary of the established Hot Zone of an incident.

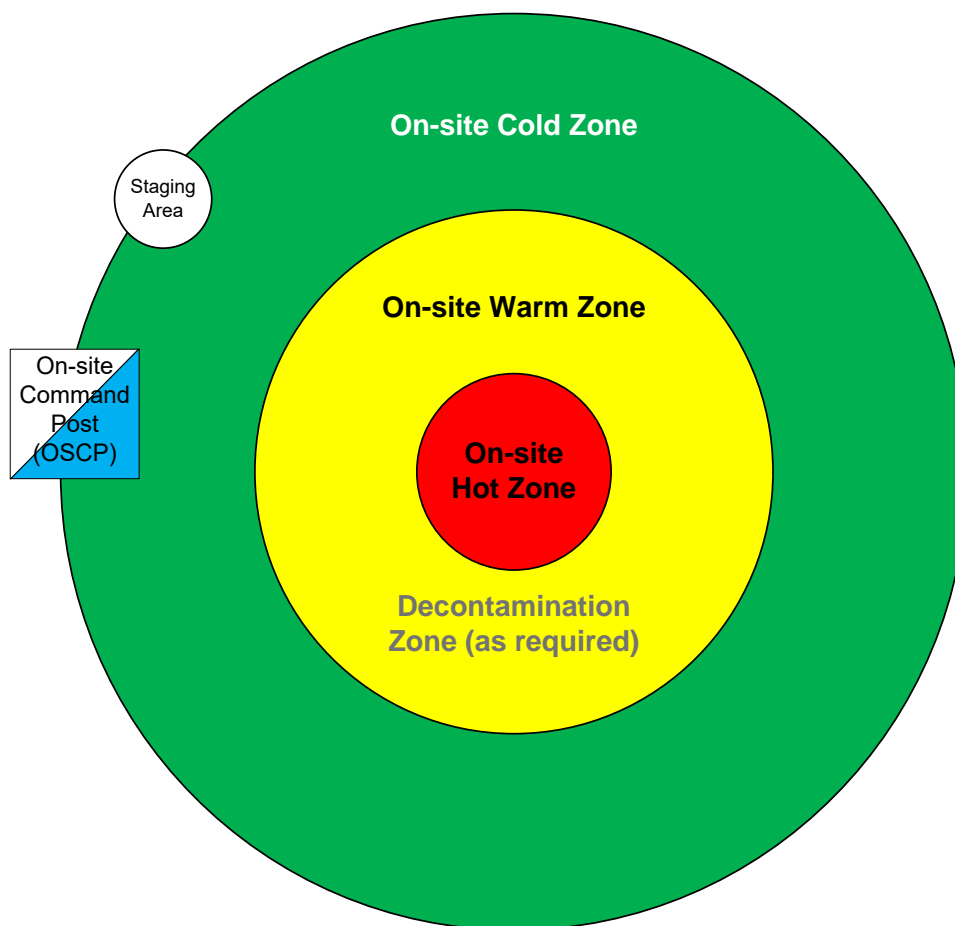
Water Body

Natural or manmade; contains or conveys water continuously, intermittently or seasonally. A natural water body is any location where water flows or is present, whether the flow or the presence of water is continuous, seasonal, intermittent or occurs only during a flood. This includes, but is not limited to, the bed and shore of a river, stream, lake, creek, lagoon, swamp, marsh, slough, muskeg or other natural drainage such as ephemeral draws, wetlands, riparian areas, floodplains, fens, bogs, coulees and rills. Examples of manmade water bodies include, but are not limited to, a canal, drainage ditch, reservoir, dugout or other manmade surface feature.

2.5.2 *Responder Safety Control Zones*

Responder Safety Control Zones are established areas that have specific functions in controlling the incident and ensuring worker safety. The incident may be separated into at least two (Cold and Hot Zone) and possibly three (Warm Zone) areas depending on the nature and severity of the incident and as deemed by the On-site Supervisor. It is impossible to determine the Responder Safety Control Zones before an incident occurs, as Responder Safety Control Zones are specific to the incident and its location.

The following diagram illustrates the three Responder Safety Control Zones.



Note: The Warm Zone is only set up during a hazardous materials or dangerous goods incident where personnel and equipment decontamination and Hot Zone support takes place.

Hot Zone

The Control Zone immediately surrounding the physical location of an incident with a boundary extending far enough from the incident to protect response members positioned outside the Hot Zone from exposure to flames, dense smoke, extreme temperatures, chemical, toxic and/or other hazards. The Hot Zone has the highest life safety hazard and therefore extreme caution, planning and protection needs to be taken prior to entry.



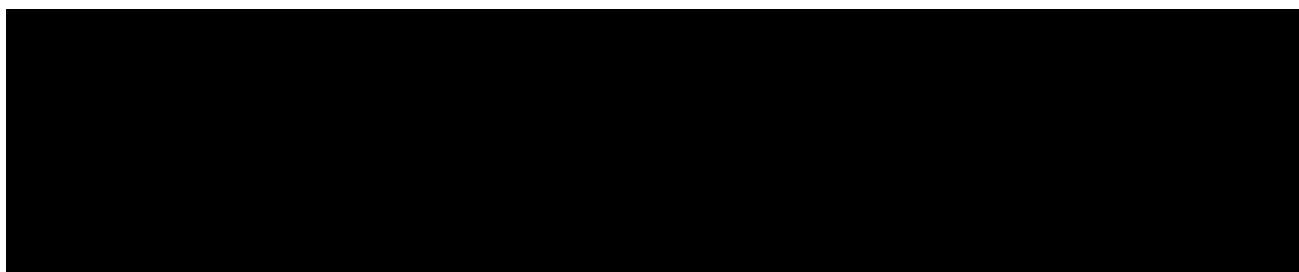
The size and shape of the Hot Zone will vary depending on the type of incident, materials involved, magnitude of the hazard, wind direction, and terrain. Typically, the Hot Zone will be extended on the downwind side.

When determining the size of the Hot Zone, consider the following:

- Location of access routes, power lines, pipelines, fire and explosive hazards and/or other hazards
- Areas where vapours are likely to accumulate (downwind, low-lying areas, confined spaces, etc.)
- Site stability (steep slopes, overhanging banks, unstable soil, thin ice, flooding, etc.)
- Weather conditions
- Toxicity and/or evacuation data for product involved (refer to SDS sheets)

Note: The On-site Command Post is always set up outside of the Hot Zone. Only personnel with appropriate training, require personal protective equipment and an understanding of the specific response and control procedures will be allowed into the Hot Zone.

An area is considered a Hot Zone if any of the following conditions exists:



Due to the high risk to life, any personnel going into the Hot Zone needs to be closely monitored and tracked.

- If there is a loss of contact (visual, tactical or audible communications) with a worker in the Hot Zone within a specified period of time, a rescue team will need to be sent in to search for and rescue the missing worker(s). **This operation may also put the rescuers at risk.**
- It is critical that on site response personnel are supervised and accounted for as they enter and leave the Hot Zone.
- Upon exit of the Hot Zone, workers should be medically monitored.

Warm Zone

The Control Zone immediately surrounding and outside the boundary of the established Hot Zone of an incident. The outer boundary of the Warm Zone extends far enough from the outer boundary of the Hot Zone to protect personnel positioned outside the Warm Zone from the adverse effects of the incident.

Decontamination Zone (Decontamination Corridor)

The area located within the Warm Zone during a hazardous materials or dangerous goods incident where removal or neutralization of harmful or contaminating chemicals takes place.

Note: Only personnel with appropriate training, require personal protective equipment and an understanding of the specific response and control procedures will be allowed entry into the Warm Zone.

Cold Zone (Incident Support Zone)

The Control Zone verified by the On-site Supervisor to be free of hazards with prevailing conditions. This safe area is where the Incident Command Post and Staging Areas are located. Respiratory protective equipment is not required in the Cold Zone.

Note: The safe area needs to be continually assessed and workers aware of indicators of changing conditions such as wind-streamers, flags, smoke or other wind direction devices.

2.5.3 Acronyms

Acronym	Meaning
AEMA	Alberta Emergency Management Agency
AER	Alberta Energy Regulator
AHS	Alberta Health Services
ARRC	Agency Response Readiness Centre
BLEVE	Boiling Liquid Expanding Vapour Explosion
CANUTEC	Canadian Transport Emergency Centre
CAPP	Canadian Association of Petroleum Producers
CEPA	Canadian Environmental Protection Act
CERC	Corporate Emergency Response Centre
CIC	Coordination and Information Centre
CMO	Consequence Management Officer
CNSC	Canadian Nuclear Safety Commission
CRMT	Corporate Response Management Team
CSA	Canadian Standards Association
ECAN	Environment Canada
EMFS	Emergency Management & Fire Safety
EMO	Emergency Measures Organization
EOC	Emergency Operations Center
EPZ	Emergency Planning Zone
ERAC	Emergency Response Assistance Canada
ERG	Emergency Response Group
ERP	Emergency Response Plan
ESDV	Emergency Shut-Down Valve
ETA	Estimated Time of Arrival
FH Order	Fire Hazard Order
GOC	Government Operations Centre
H ₂ S	Hydrogen Sulphide
HVAC	Heating Ventilation Air Conditioning
HVP	High Vapour Pressure
IAP	Incident Action Plan
ICS	Incident Command System
IIZ	Initial Isolation Zone
LA	Local Authority
LBV	Line Block Valve
LPG	Liquefied Petroleum Gas
MD	Municipal District

Acronym	Meaning
MER	Saskatchewan Ministry of Energy and Resources
NEB	National Energy Board
NGL	Natural Gas Liquids
NOTAM	Notice to Airmen
OH&S	Occupational Health and Safety
OSCAR	Oil Spill Containment and Recovery
OSCP	On-Site Command Post
PAZ	Protective Action Zone
PPB	Parts Per Billion
PPE	Personal Protective Equipment
PPM	Parts Per Million
RCMP	Royal Canadian Mounted Police
REOC	Regional Emergency Operations Centre
SABA	Supplied Air Breathing Apparatus
SCBA	Self-Contained Breathing Apparatus
SASK ENV	Saskatchewan Environment
SDS	Safety Data Sheet
SO2	Sulphur Dioxide
STARS	Shock Trauma Air Rescue Society
TDG	Transportation of Dangerous Goods
WCSS	Western Canadian Spill Service
WHMIS	Workplace Hazardous Materials Information System
WSA	Water Security Agency of Saskatchewan



3.0 DIRECTORY

3.1 Response Team

3.1.1	Husky Midstream Phone List	1
3.1.2	Husky Lloydminster Area Phone List	2
3.1.3	Husky Corporate Contacts.....	3



The following section 3.1 contains the following redactions:

- 3.1.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.
- 3.1.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 3.1.3: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.



EMERGENCY RESPONSE PLAN

DIRECTORY

3.1.1 Husky Midstream Phone List

Husky Oil				
Husky Midstream Operations				
Husky Oil OCC Building		Pipeline Control Room 24hr (non-emergency):		Fax:
Contact Name	Title	Phone #	Cell #	Email
	VP, Midstream			
	GM, Midstream Operations			
	Superintendent, Operations			
	Sr. Supervisor, Field Operations (SGS)			
	Supervisor, Field Operations (CLGS)			
	Supervisor, Hardisty Terminal			
	Control Room			
	Supervisor, Lloydminster Terminal			
	Team Lead, Integrity & Measurement Operations			
	Sr. Manager, Engineering			
	Control Room Superintendent			
	Construction Superintendent			
	Manager, Safety & Training			
	Sr. Health & Safety Advisor			
	Sr. Manager, MDEO			
24-Hour Emergency 780-875-4355				



EMERGENCY RESPONSE PLAN

DIRECTORY

3.1.2 Husky Lloydminster Area Phone List

Husky Asset	Position	Contact Name	Number
Lloydminster Upgrader and Ethanol Plant	HLU 24 Hour Emergency	Not applicable	306-825-1911
Lloydminster Refinery	HLR 24 Hour Emergency Husky Refinery ERT Activation	Not applicable	780-871-6699 306-825-1911
Heavy Oil and Gas Production	HOG Manager On-Call	Not applicable	[REDACTED]
	HOG Single Well Monitoring Control Room	Not applicable	780-522-5483 or 306-825-1100 (Emergency) [REDACTED] (Non-Emergency)
Husky Place Lloydminster	Husky Place Main Switchboard	Not applicable	306-825-1196



EMERGENCY RESPONSE PLAN

DIRECTORY

3.1.3 Husky Corporate Contacts

Husky Oil					
Husky Oil 707 – 8 Avenue SW Calgary, Alberta T2P 3G7		Calgary Main Reception: 403-298-6111 Calgary Office Fax: [REDACTED]			
24 Hour On-Call CRMT Deputy Director [REDACTED]					
Contact Name	Title	Location	Phone #	Cell #	Email
[REDACTED]	VP, Midstream	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Director, Major Projects & Commercial Development	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	GM, Midstream Operations	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Director, Pipelines Finance	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Sr. Manager, Customer Service & Operations	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Sr. Manager, Integrity	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Sr. Manager, Emergency Mgmt & BCP	Calgary	[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	Sr. Emergency Management BCP Advisor	Lloydminster	[REDACTED]	[REDACTED]	[REDACTED]
24 Hour On-Call Corporate Communications [REDACTED]					



This page has been left blank intentionally.



3.2 Government Agencies

3.2.1	Government Agencies and Other Contacts – Alberta	1
3.2.2	Government Agencies and Other Contacts – Saskatchewan.....	5

The following section 3.2 contains the following redactions:

- 3.2.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.
- 3.2.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

3.2.1 Government Agencies and Other Contacts – Alberta

Organization/Name	Contact/Location	24-Hr Emergency	Office
Alberta Energy Regulators (AER)	24 Hour Emergency Line	1-800-222-6514	[REDACTED]
	Bonnyville Field Office	Not applicable	[REDACTED]
	Wainwright Field Office	Not applicable	[REDACTED]
Alberta Boiler Safety Association (ABSA)	Alberta Wide	780-437-9100	[REDACTED]
Alberta Emergency Management Agency	Alberta Wide	1-866-618-2362	[REDACTED]
Alberta Environment and Parks	Central Region	1-800-222-6514	[REDACTED]
Alberta Health Services (Saskatchewan Health Authority services City of Lloydminster – see page 3 for contact information)	Central Zone (Zone 3)	844-755-1788	[REDACTED]
	Northern Zone (Zone 5)	844-755-1788	[REDACTED]
Alberta Municipal Affairs, Safety Services, Electrical Safety	Alberta Wide	1-877-427-8393	[REDACTED]
Alberta Ministry of Transportation ¹	Vermilion	780-581-0818	[REDACTED]
Alberta Transportation of Dangerous Goods	Alberta Wide	1-800-272-9600	[REDACTED]
CANUTEC	Canada Wide	613-996-6666	[REDACTED]
City of Lloydminster (See page 4 for additional details)	Lloydminster	780-872-5418 780-874-3710 (Non-emergency)	[REDACTED]
CN Rail	Canada wide	1-800-465-9239	[REDACTED]
CP Rail	Canada wide	1-800-716-9132	[REDACTED]
Department of Fisheries and Oceans ²	Central and Arctic Region	1-800-889-8852	[REDACTED]
Dept. of National Defense – CFB Wainwright Reserve	Wainwright	780-842-1363 ext. 1700	[REDACTED]

Organization/Name	Contact/Location	24-Hr Emergency	Office
Emergency Services	Ambulance	911	[REDACTED]
	Fire Department	911	[REDACTED]
	RCMP	911	[REDACTED]
Forest Fire Report Line	Alberta Wide	310-FIRE (310-3473)	[REDACTED]
Lloydminster Airport	Lloydminster, AB	Not applicable	[REDACTED]
M.D. of Wainwright – Emergency Management	Director of Emergency Management	780-842-8855	[REDACTED]
Municipalities, RM, Counties	City of Lloydminster	780-872-5418	[REDACTED]
	County of Minburn 27	780-208-6434	[REDACTED]
	County of St. Paul 19	Not applicable	[REDACTED]
	County of Vermilion River 24	780-846-2929	[REDACTED]
	Flagstaff County	780-390-0117	[REDACTED]
	Lac La Biche County	780-623-6767	[REDACTED]
	M.D. of Bonnyville 87	780-826-7446	[REDACTED]
	M.D. of Provost 52	780-753-0176	[REDACTED]
	M.D. of Wainwright 61	780-842-8855	[REDACTED]
	Town of Hardisty	780-888-1747	[REDACTED]
	Town of Wainwright	780-806-6911	[REDACTED]

Organization/Name	Contact/Location	24-Hr Emergency	Office
National Energy Board (NEB) – Pipeline & Facilities Emergencies <i>(for NEB regulated pipelines only)</i>	Transportation Safety Board (TSB) Pipeline: pipelinenotifications@bst-tsb.gc.ca General: communications@bst-tsb.gc.ca	819-997-7887	[REDACTED]
NAV Canada – Flight Service Station	Edmonton FIC	866-541-4102	[REDACTED]
Occupational Health and Safety	Alberta Wide	1-866-415-8690	[REDACTED]
Poison Centre	Alberta/NWT and Saskatchewan	1-800-332-1414 (Alberta & NWT)	[REDACTED]
RCMP ¹	Lloydminster & Rural	911	[REDACTED]
Saskatchewan Health Authority (services for City of Lloydminster)	Emergency Management - Regina	[REDACTED]	[REDACTED]
STARS Emergency Link Centre	Will Link you to nearest Ground Ambulance or dispatch air ambulance as required	1-888-888-4567	[REDACTED]
Workers' Compensation Board	Edmonton	780-498-3999	[REDACTED]

NOTE:

1. The RCMP and Alberta Transportation must be notified of any situation affecting a provincial highway.
2. Notifications to the Department of Fisheries and Oceans will be made by Environment Canada.
3. Notifications concerning NEB-regulated pipelines and facilities are to be made to the Transportation Safety Board in light of the 'single window' incident reporting protocol the two entities have.



EMERGENCY RESPONSE PLAN

DIRECTORY

City of Lloydminster Emergency Management Notification Requirements

The City of Lloydminster would like prompt notification from Husky of any incident that is visible, or it impacts, or has the potential to impact the Lloydminster public.

This includes:

1. When a Husky EOC is opened - either partially or fully and/or EOC staff are activated either partially or fully
2. Significantly disrupts major transportation routes and is not a pre-planned event
3. Incident creates significant service disruption including basic services of any major institutions and their ability to continue to maintain services uninterrupted
4. Incident triggers moderate public concern and/or media involvement.
5. Where the impact is or potentially might have effects beyond Husky property.

City of Lloydminster Emergency Management Contacts

Call Order	Contact Number	Name/Title	Email
1	[REDACTED]	[REDACTED] – Emergency Management Coordinator	[REDACTED]
2	[REDACTED]	[REDACTED], Senior Manager of Public Safety and Deputy of Emergency Manager	[REDACTED]
3	[REDACTED]		
4	780-874-3710	Operational Control Centre (OCC) Non-emergency line	Not applicable

3.2.2 Government Agencies and Other Contacts – Saskatchewan

Organization/Name	Contact/Location	24-Hr Emergency	Office
Technical Safety Authority of Saskatchewan	Saskatchewan Wide	306-533-8201 [REDACTED]	[REDACTED]
CANUTEC	Canada Wide	613-996-6666	[REDACTED]
City of Lloydminster (See page 9 for additional details)	Lloydminster	780-872-5418 780-874-3710 (Non-emergency)	[REDACTED]
Department of Fisheries and Oceans ¹	Central and Arctic Region	1-800-889-8852	[REDACTED]
Gas and Electrical Licensing	Regina	Not applicable	[REDACTED]
Saskatchewan Emergency Management & Fire Safety (EMFS)	Regina	306-787-9563	[REDACTED]
Emergency Services	Ambulance	911	[REDACTED]
	Fire Department	911	[REDACTED]
	RCMP	911	[REDACTED]
Environment and Climate Change Canada	Saskatchewan Ministry of Environment – 24 Hr Reporting Line	1-800-667-7525 (Spill control) 306-953-3473 (Wildlife Mgmt)	[REDACTED]

Organization/Name	Contact/Location	24-Hr Emergency	Office
Municipalities, RM, Counties	R.M. of Britannia 502	306-821-2165 [REDACTED]	[REDACTED]
	R.M. of Eldon 471	780-870-1701 [REDACTED]	[REDACTED]
	R.M. of Frenchman Butte 501	306-344-7486 [REDACTED]	[REDACTED]
	R.M. of Hillsdale	587-217-0574 [REDACTED]	[REDACTED]
	R.M. of Manitou Lake 442	780-870-2562 [REDACTED]	[REDACTED]
	R.M. of Mervin 499	306-845-7162 [REDACTED]	[REDACTED]
	R.M. of Paynton 470	306-895-4313	[REDACTED]
	R.M. of Turtle River 469	911 306-480-4068 [REDACTED]	[REDACTED]
	R.M. of Wilton 472	780-870-8608 [REDACTED]	[REDACTED]
National Energy Board (NEB) – Pipeline Emergencies (for NEB regulated pipelines only)	Transportation Safety Board (TSB)	819-997-7887	[REDACTED]
NAV Canada – Flight Service Station	Edmonton FIC	1-866-541-4102	[REDACTED]
Occupational Health & Safety (OHS) – Saskatchewan Labour Relations and Workplace Safety	Regina	1-800-567-7233	[REDACTED]
Poison Centre	Saskatchewan Wide	1-866-454-1212	[REDACTED]

Organization/Name	Contact/Location	24-Hr Emergency	Office
Rescue Squad	Husky Lloydminster Upgrader	306-825-1700	[REDACTED]
	Lloydminster Rescue Squad	306-825-9244	[REDACTED]
RCMP	Lloydminster & Rural	911 780-808-8400	[REDACTED]
Saskatchewan Ministry of Highways and Infrastructure ²	Saskatchewan Wide	306-537-9398 [REDACTED]	[REDACTED]
Saskatchewan Ministry of Energy and Resources (MER)	Lloydminster Field Office	306-825-6434	[REDACTED]
	Regina	844-764-3637	[REDACTED]
Saskatchewan Ministry of Environment	Regina	Not applicable	[REDACTED]
	Firewatch Line – SK Wide	1-800-667-9660	[REDACTED]
	Spill Control Centre – SK Wide	1-800-667-7525	[REDACTED]
Saskatchewan Ministry of Health	Emergency Management - Regina	306-519-8570	[REDACTED]
Saskatchewan Health Authority (services City of Lloydminster)	Emergency Management - Regina	306-519-8570	[REDACTED]
SaskPower	Saskatchewan Wide	306-310-2220	[REDACTED]
STARS Emergency Link Centre	Will Link you to nearest Ground Ambulance or dispatch air ambulance as required	1-888-888-4567	[REDACTED]
Transportation of Dangerous Goods - Saskatchewan	Saskatchewan Wide	1-800-667-7525	[REDACTED]



EMERGENCY RESPONSE PLAN

DIRECTORY

Organization/Name	Contact/Location	24-Hr Emergency	Office
Water Security Agency of Saskatchewan (WSA)	North Battleford	Not applicable	[REDACTED]
	Moose Jaw, Head Office	Not applicable	[REDACTED]
Workers' Compensation Board (WCB)	Saskatchewan Wide	Not applicable	[REDACTED]

NOTE:

1. Notifications to the Department of Fisheries and Oceans will be made by Environment Canada.
2. The RCMP and Saskatchewan Highways & Infrastructure must be notified of any situation affecting a provincial highway.



EMERGENCY RESPONSE PLAN

DIRECTORY

City of Lloydminster Emergency Management Notification Requirements

The City of Lloydminster would like prompt notification from Husky of any incident that is visible, or it impacts, or has the potential to impact the Lloydminster public.

This includes:

1. When a Husky EOC is opened - either partially or fully and/or EOC staff are activated either partially or fully
2. Significantly disrupts major transportation routes and is not a pre-planned event
3. Incident creates significant service disruption including basic services of any major institutions and their ability to continue to maintain services uninterrupted
4. Incident triggers moderate public concern and/or media involvement.
5. Where the impact is or potentially might have effects beyond Husky property.

City of Lloydminster Emergency Management Contacts

Call Order	Contact Number	Name/Title	Email
1	[REDACTED]	[REDACTED] – Emergency Management Coordinator	[REDACTED]
2	[REDACTED]	[REDACTED], Senior Manager of Public Safety and Deputy of Emergency Manager	[REDACTED]
3	[REDACTED]		
4	780-874-3710	Operational Control Centre (OCC) Non-emergency line	Not applicable



This page has been left blank intentionally.



3.3 Support

3.3.1	Emergency Response Assistance Canada (ERAC).....	1
3.3.2	Spill Containment Services (WCSS).....	3
3.3.3	Service Companies	4

The following section 3.3 contains the following redactions:

- 3.3.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 3.3.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.
- 3.3.3: This section contains information about Husky's contractors and suppliers, the disclosure of which would reasonably be expected to prejudice Husky's competitive position. It is protected from publication under Clause 1(a)(iii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

3.3.1 Emergency Response Assistance Canada (ERAC)

ERAC may be called upon for support in the event that assistance is required in controlling the release of products such as Liquefied Petroleum Gas (LPG) or Natural Gas Liquids (NGL) – see table below for list of products covered under Husky.

To activate the ERAC, call

1-800-265-0212 and quote the Husky Emergency Response Assistance Plan (ERAP) numbers which are depend on whether the substance is a flammable liquid, or liquefied petroleum gas. The ERAC for Liquefied petroleum gas is applicable for incidents involving both rail and road transportation, whereas the ERAC for flammable liquids is applicable for incidents involving only transportation by rail.

See tables below.

Liquefied Petroleum Gas:

LPG Product	UN Number
Butadiene (road and rail)	1010
Butane (road and rail)	1011
Butylene (road and rail)	1012
Isobutylene (road and rail)	1055
Isobutane (road and rail)	1969
Propane (road and rail)	1978
Propylene (road and rail)	1077
Liquified Petroleum Gas (road and rail)	1075

Flammable Liquids:

[REDACTED]	
Flammable Liquid Product	UN Number
Ethanol (rail)	1170
Diesel Fuel (rail)	1202
Flammable Liquid Product	UN Number
Gasoline (rail)	1203
Petroleum Crude Oil (rail)	1267
Petroleum Distillates (rail)	1268
Fuel, Aviation, Turbine Engine (rail)	1863
Flammable Liquid, N.O.S (rail)	1993
Hydrocarbon Liquid N.O.S (rail)	3295
Ethanol Gasoline Mixture (rail)	3475

3.3.2 Spill Containment Services (WCSS)

Oil Spill Cooperative	Coop Custodian	24 Hour	Alt. Phone	Equipment Summary
WCSS Zone 5 Area VR-1	Husky Midstream			<ul style="list-style-type: none"> • OSCAR Trailer (Semi Truck) • Workboats (2) (1/2 ton truck with 2" ball hitch) • Winter OSCAR (1-ton truck with 2 5/16 " ball hitch) • Hydraulic Drum Skimmer with Power Pak and Pump • 40' Lake Boom Sea Can • Deep Draft Boom Vanes (2)
				Address:
				Husky Lloydminster Terminal Pipeline Yard [REDACTED], Lloydminster, AB
				Location:
				[REDACTED]
				[REDACTED]

Oil Spill Cooperative	Coop Custodian	Daytime	After Hours	Equipment Summary
WCSS Zone 2 Area U	Bromby Welding – Hardisty [REDACTED]			<ul style="list-style-type: none"> • OSCAR Trailer (Semi-truck)
				Address:
				[REDACTED]
				Location:
				[REDACTED]
				[REDACTED]

Note: The Group / Company requesting the WCSS Trailer must make arrangements for a trucking company to haul it.



EMERGENCY RESPONSE PLAN

DIRECTORY

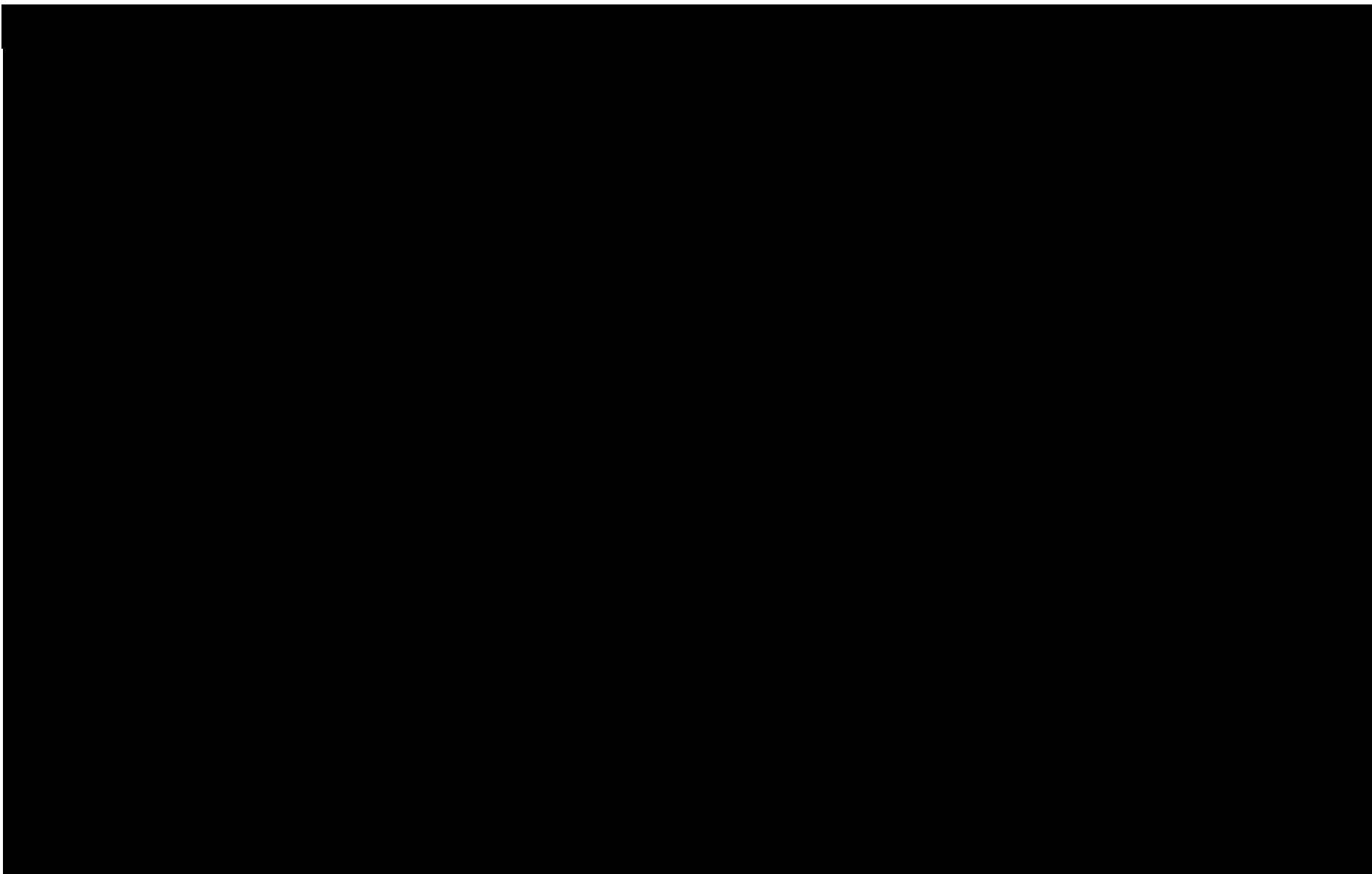
3.3.3 Service Companies

Safety Company	Location	Main	Fax	Other



EMERGENCY RESPONSE PLAN

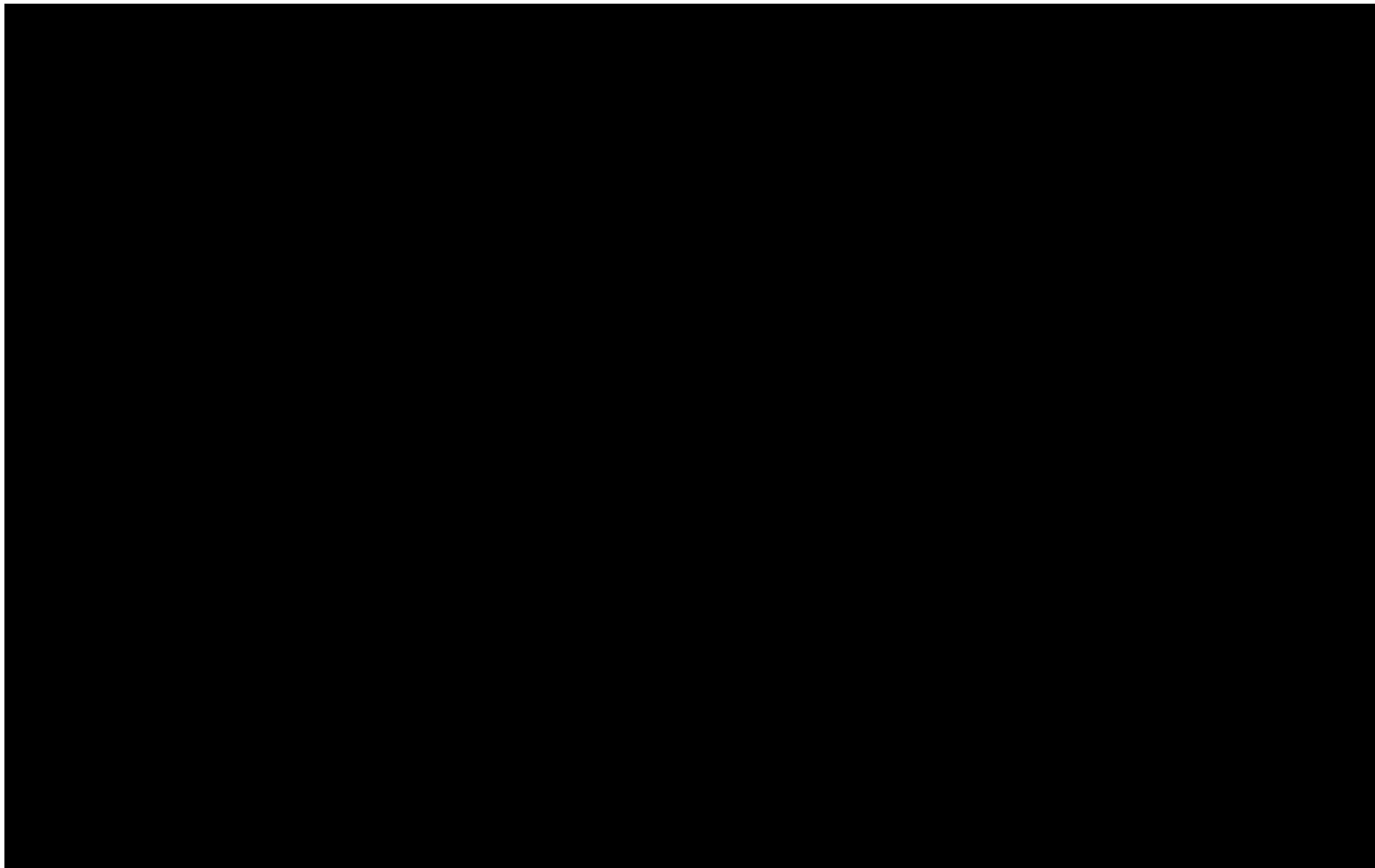
DIRECTORY





EMERGENCY RESPONSE PLAN

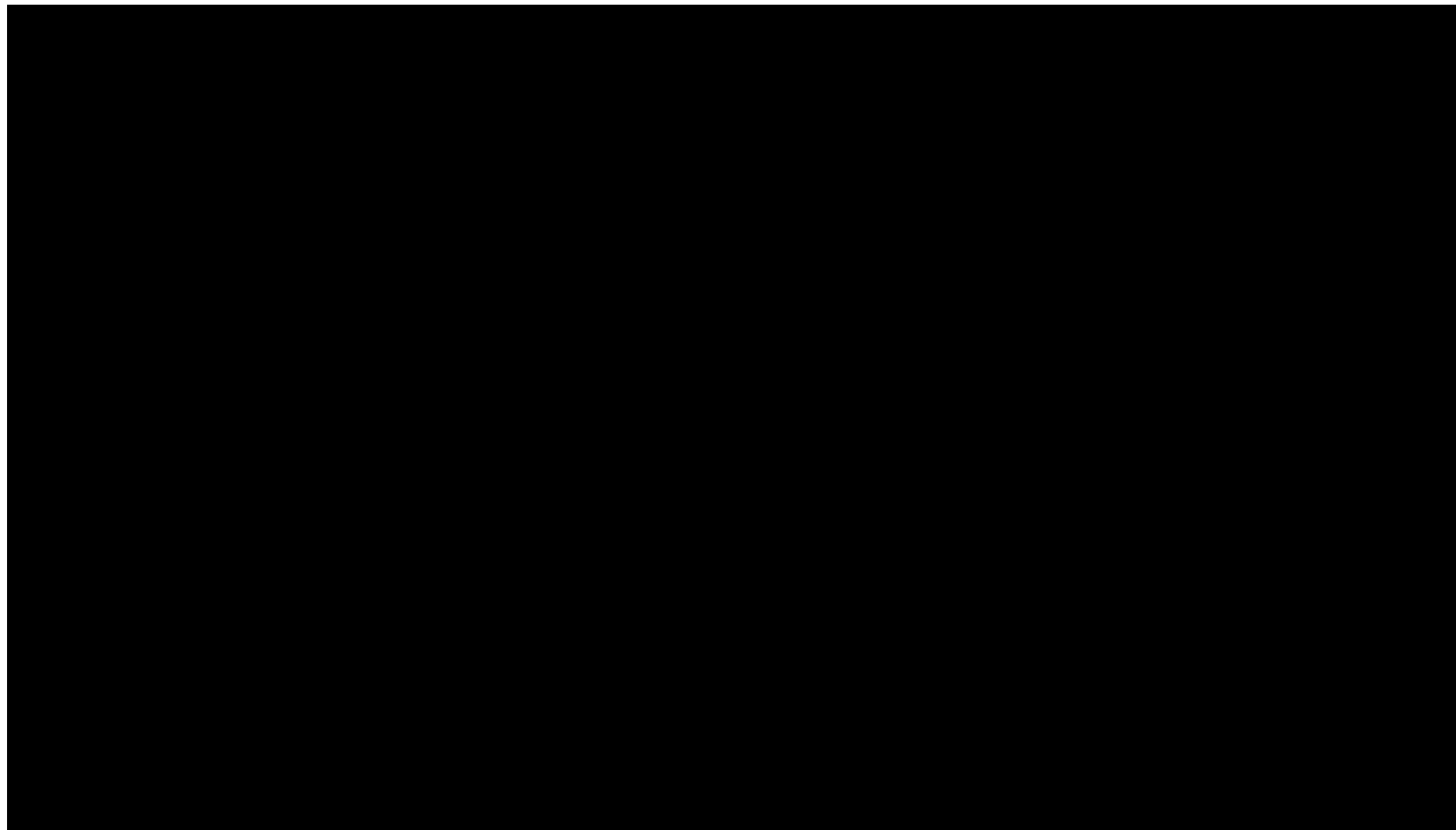
DIRECTORY





EMERGENCY RESPONSE PLAN

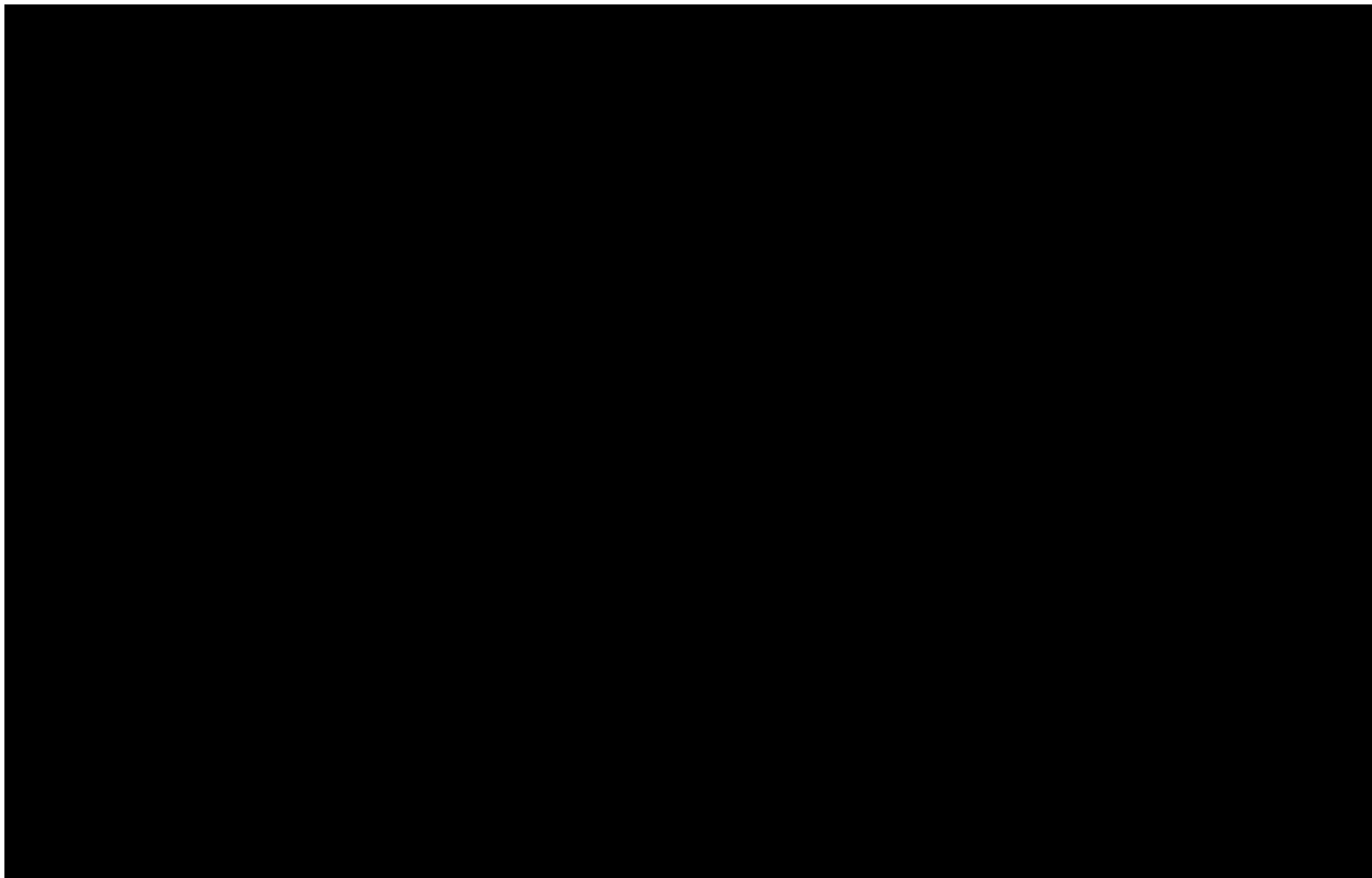
DIRECTORY





EMERGENCY RESPONSE PLAN

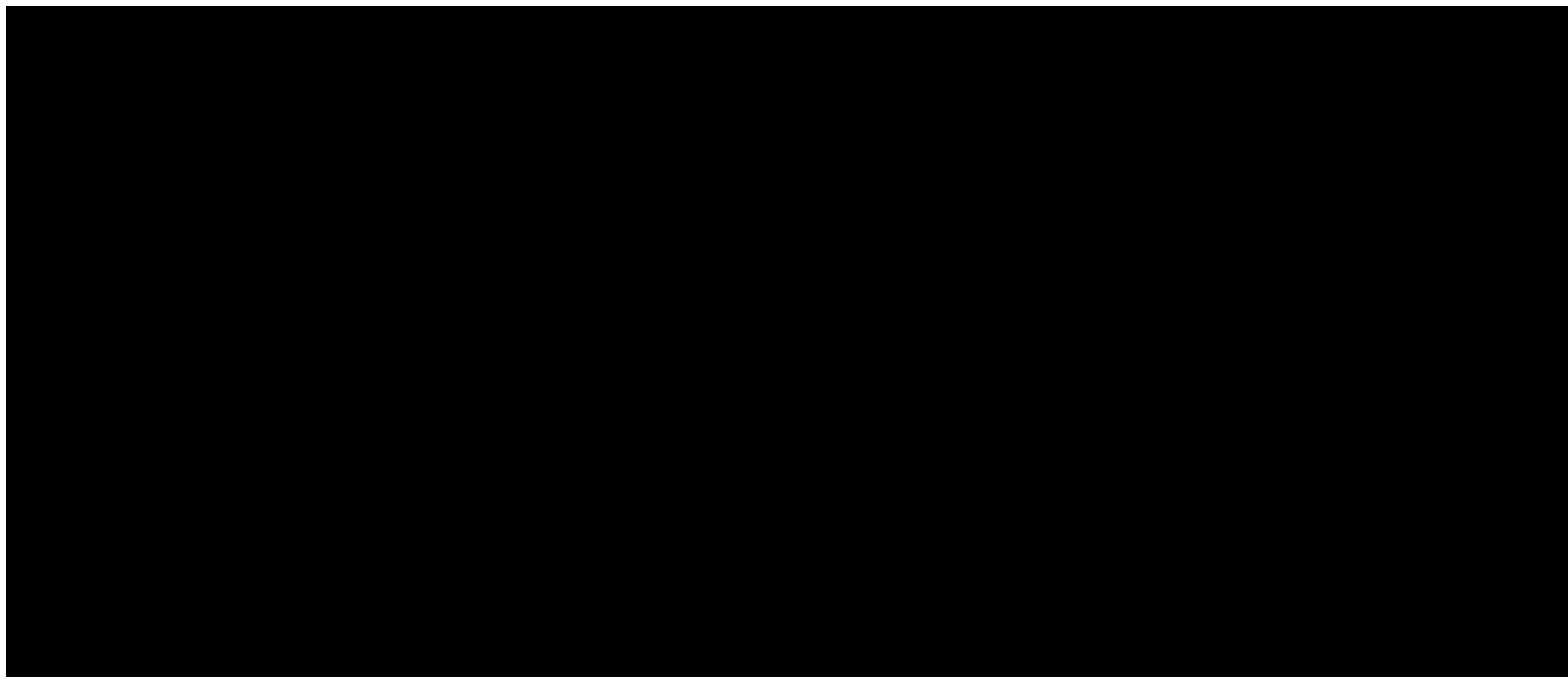
DIRECTORY





EMERGENCY RESPONSE PLAN

DIRECTORY





This page has been left blank intentionally.



3.4 Public

3.4.1	Residences	1
3.4.2	Public Facilities / Recreation Areas	1
3.4.3	First Nations	1
3.4.4	Area Businesses	1
3.4.5	Area Transportation Routes.....	1
3.4.6	Other Area Operators	1



The following section 3.4 contains the following redactions:

- 3.4.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 3.4.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 3.4.3: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.
- 3.4.4: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

3.4.1 Residences

The Lloydminster Operations Control Centre is located adjacent to the Husky Lloydminster Terminal in the OCC building north of the Husky Lloydminster Refinery, within the City of Lloydminster. There are no residences within the [REDACTED] EPZ assigned to the NEB regulated pipelines; however, some residents may have egress issues and/or live close enough to the pipeline that their confidential public information is contained within key personnel copies of this ERP as a supplement. Public notification in the event of an emergency will be made by Husky personnel and/or local authorities as appropriate.

3.4.2 Public Facilities / Recreation Areas

[REDACTED] Public notification in the event of an emergency will be made by Husky personnel and/or local authorities as appropriate.

3.4.3 First Nations

There are no First Nations reserves within the [REDACTED] EPZ (assigned to NEB regulated pipelines) or in close proximity to the Pipeline.

3.4.4 Area Businesses

Area businesses [REDACTED] are outlined in the individual pipeline segment pages. Public notification in the event of an emergency will be made by Husky personnel and/or local authorities as appropriate.

3.4.5 Area Transportation Routes

Both CP and CN Railways run tracks in close proximity to the Lloydminster Pipeline System and service the Lloydminster Terminal (Butane off-loading). Specific details are provided on the individual pipeline segments pages. Their respective Emergency Centres (Railway Police) must be contacted in the event of an emergency.

** For CP and CN contact information, please refer to Section 3.2.1.*

3.4.6 Other Area Operators

There are a number of other companies and associated businesses that may require notification in the event of an emergency. Specific details can be found on the individual pipeline segments pages.



This page has been left blank intentionally



3.5 Plan Distribution and Maintenance

3.5.1	Distribution List.....	1
3.5.2	Amendment Protocol.....	7



The following section 3.5 contains the following redactions:

- 3.5.1: This section contains security sensitive information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) of NEB Order AO-001-MO-006-2016.
- 3.5.2: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems, as well as information about an identifiable individual, including his or her name and phone number. It is protected from publication under Clause 1(a)(i) and (ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.



3.5.1 Distribution List

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Head Office Copies					
2018HLPAD01-H001	Corporate Emergency Response Dep.		████	████	████████████████████
2018HLPAD01-H002	Corporate Emergency Response Dep.		████	████	████████████████████
2018HLPAD01-H003	Corporate Emergency Response Centre	Y	████	████	████████████████████
2018HLPAD01-H004	Corporate Emergency Response Centre	Y	████	████	████████████████████
2018HLPAD01-H005	Corporate Emergency Response Centre - Backup	Y	████	████	████████████████████
2018HLPAD01-H006-E	Corporate Emergency Response Centre - Backup		████	████	████████████████████
2018HLPAD01-H007-E	Corporate Emergency Response Dept.		████	████	████████████████████
2018HLPAD01-H008	Calgary - Regulatory & Environmental Compliance		████	██████	████████████████████
					HEAD OFFICE TOTAL 8

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Government Agency Copies					
2018HLPAD01-G001-E	Alberta Health Services - Zone 3				
2018HLPAD01-G002-E	Alberta Health Services - Zone 5				
2018HLPAD01-G003-E	City of Lloydminster Emergency Management				
2018HLPAD01-G004-E	County of St. Paul				
2018HLPAD01-G005-E	County of Vermillion River				
2018HLPAD01-G006-E	M.D. of Bonnyville				
2018HLPAD01-G007-E	M.D. of Wainwright				
2018HLPAD01-G008	National Energy Board (NEB) - Calgary				
2018HLPAD01-G009-E	National Energy Board (NEB) - Calgary				
2018HLPAD01-G010-E	R.M. of Britannia				
2018HLPAD01-G011-E	R.M. of Eldon				
2018HLPAD01-G012	R.M. of Frenchman Butte				
2018HLPAD01-G013-E	R.M. of Frenchman Butte				
2018HLPAD01-G014-E	R.M. of Paynton				
2018HLPAD01-G015-E	R.M. of Turtle River				
2018HLPAD01-G016-E	R.M. of Wilton				
2018HLPAD01-G017-E	Saskatchewan Emergency Management & Fire Safety				

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Government Agency Copies					
2018HLPAD01-G018-E	Saskatchewan Health Authority (SHA)		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G019	Saskatchewan Ministry of Energy and Resources (MER) - Lloydminster Field Centre		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G020	Saskatchewan Ministry of the Environment		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G021	Saskatchewan Ministry of the Environment - Regina		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G022-E	Saskatchewan Ministry of the Environment - Regina		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G023	Saskatchewan Ministry of the Environment - Meadow Lake		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G024-E	Saskatchewan Ministry of the Environment - Meadow Lake		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G025	Saskatchewan Ministry of the Environment - Saskatoon		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G026-E	Saskatchewan Ministry of the Environment - Saskatoon		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G027-E	Town of Hardisty		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G028-E	Town of Wainwright		[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G029	H2Safety Services Inc.	Y	[REDACTED]	[REDACTED]	[REDACTED]
2018HLPAD01-G030-E	H2Safety Services Inc.	Y	[REDACTED]	[REDACTED]	[REDACTED]
GOVERNMENT TOTAL: 30					

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Field Copies					
2018HLPAD01-F001	Operations Superintendent	Y	████	████	████████████████
2018HLPAD01-F002	Operations Superintendent	Y	████	████	████████████████
2018HLPAD01-F003	Lloydminster Pipeline Control Room	Y	████	████	████████████████
2018HLPAD01-F004	Sr. Health & Safety Advisor	Y	████	████	████████████████
2018HLPAD01-F005	GM, Midstream Operations		████	████	████████████████
2018HLPAD01-F006	Control Centre Superintendent		████	████	████████████████
2018HLPAD01-F007	Sr. Supervisor, Field Operations (SGS)	Y	████	████	████████████████
2018HLPAD01-F008	OCC EOC	Y	████	████	████████████████
2018HLPAD01-F009	Control Room		████	████	████████████████
2018HLPAD01-F010	Cold Lake Terminal		████	████	████████████████
2018HLPAD01-F011	Hardisty Terminal		████	████	████████████████
2018HLPAD01-F012	NGL Office		████	████	████████████████
2018HLPAD01-F013	Wainwright Office		████	████	████████████████
2018HLPAD01-F014	Lloydminster Terminal		████	████	████████████████
2018HLPAD01-F015	Operator - SGS		████	████	████████████████
2018HLPAD01-F016	Operator - SGS		████	████	████████████████
2018HLPAD01-F017	Operator - SGS		████	████	████████████████

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Government Agency Copies					
2018HLPAD01-F018	Operator - SGS		████	████	████████████████
2018HLPAD01-F019	Operator - Wainwright		████	██	████████████████
2018HLPAD01-F020	Operator - Wainwright		████	██	████████████████
2018HLPAD01-F021	Operator - Wainwright		████	████	████████████████
2018HLPAD01-F022	HLU - Pipeline Back Up Control Room		████	██	████████████████
2018HLPAD01-F023	Lloyd Terminal Operations Foreman		████	████	████████████████
2018HLPAD01-F024	Supervisor, Field Operations (CLGS)		████	████	████████████████
2018HLPAD01-F025	Supervisor, Hardisty Terminal		████	████	████████████████
2018HLPAD01-F026	Field Operator		████	██	████████████████
2018HLPAD01-F027	Field Operator		████	████	████████████████
2018HLPAD01-F028	Field Operator		████	████	████████████████
2018HLPAD01-F029	HLU - EOC		████	████	████████████████
2018HLPAD01-F030	HLU - ERP Advisor		████	████	████████████████
2018HLPAD01-F031	Husky Place - EOC		████	████	████████████████
2018HLPAD01-F032	EMBC Specialist		████	████	████████████████
2018HLPAD01-F033	Sr. Manager, Engineering		████	██	████████████████
2018HLPAD01-F034	Construction Superintendent		████	████	████████████████



EMERGENCY RESPONSE PLAN

DIRECTORY

Copy #	Organization/Location	Confidential	First Name	Last Name	Email
Government Agency Copies					
2018HLPAD01-F035	Team Lead, Integrity & Measurement Operations				
2018HLPAD01-F036	Manager, Safety & Training				
2018HLPAD01-F037	Field Operator				
2018HLPAD01-F038	Field Operator				
2018HLPAD01-F039	Sr. Emergency Management BCP Advisor				
2018HLPAD01-F040	Field Operator				
2018HLPAD01-F041	Field Operator				
2018HLPAD01-F042	Field Operator				
2018HLPAD01-F043	Field Operator				
2018HLPAD01-F044	Hardisty Operator				
2018HLPAD01-F045	Spare (B. Kerr)				
2018HLPAD01-F046	Spare				
2018HLPAD01-F047	Spare				
					FIELD TOTAL 47
TOTAL COPIES DISTRIBUTED: 85					

H = Head Office
C = Confidential

G = Government & Other F = Field

E = Electronic ERP (CD)

AD = Annual Distribution



3.5.2 *Amendment Protocol*

This Lloydminster Pipeline Emergency Response Plan will be reviewed, validated and updated annually.

All amendments will be distributed to each individual plan holder, who will be responsible for incorporating them as they are received. A record of all amendments will be maintained utilizing the Revision History at the front of this ERP.

As a registered holder of this plan, you have an obligation to assist in the maintenance of accurate, up-to-date information. If you detect an error in the plan, or subsequent to its revision publication date become aware of any changes to any information contained herein, please forward such information as soon as possible on the *Plan Amendment Request Form* on the following page to:



Husky Oil

Attn: [REDACTED], Safety Coordinator
Lloydminster Pipelines

[REDACTED]
[REDACTED]
Office: [REDACTED]

Fax: [REDACTED]
[REDACTED]



EMERGENCY RESPONSE PLAN PLAN AMENDMENT REQUEST FORM

Please use this form to submit any updates, changes or corrections that you wish to have made to the Emergency Response Plan.

Submitted By: _____

Name (please print): _____

Position: _____

Date: _____

Please enter your changes here. If possible include the page number(s) and exact text and/or graphic that should be changed.

[illegible]



4.0 SITE SPECIFIC INFORMATION

4.1 Description of Operations

4.1.1	Overview of Operations	1
4.1.2	Geographical Conditions	2
4.1.3	Communications.....	2
4.1.4	Information on Public and Impacted Stakeholders.....	2
4.1.5	Density/Population.....	3



The following section 4.1 contains the following redactions:

- 4.1.3: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

4.1.1 Overview of Operations

Husky Midstream operates a heavy oil gathering and diluent distribution system and a product transfer pipeline system connected to the Husky Lloydminster Upgrader.

The Pipeline System operates within the areas of:

- Lloydminster, Saskatchewan
- Lloydminster, Alberta
- Wainwright, Alberta
- Kinsella, Alberta
- Lindbergh, Alberta
- Cold Lake, Alberta
- Hardisty, Alberta

The Husky Midstream Emergency Response Plan encompasses the following operating systems:

- Lloydminster Terminal
- Border Pipeline System
- LLB Direct Pipeline System
- Cold Lake System
- Saskatchewan Gathering System
- Mainline Pipeline System
- Hardisty Terminal

There is a tabbed section for each operating area with detailed lists of facilities, contacts and related information.

POTENTIAL HAZARDS

Hazards that may affect the pipeline system include:

- Gas release
- Hydrocarbon spill
- Explosion and/or fire
- Security related incidents such as bomb threats or acts of terrorism

Detection of a problem in the pipeline or facility may come through:

- Activation of the ESD valves, an alarm in the Lloydminster Operations Control Centre and subsequent notification of field personnel
- Routine inspection of the pipeline right of way
- Notification from outside of the company (e.g. member of the public, AER, MER, etc.)
- Operating personnel during their daily rounds
- SCADA alarms
- Telephone call to the 24 hour emergency number

Each site specific section identifies hazards that are applicable to that area.

4.1.2 Geographical Conditions

The Pipeline runs through the eastern half of Alberta from Hardisty in the south to Cold Lake in the north and across the provincial border into Saskatchewan. The geographical conditions in this area vary widely, encompassing flat prairie, agricultural lands, forested areas, municipalities and a number of river crossings. Specific details can be found in the individual site sections.

4.1.3 Communications



4.1.4 Information on Public and Impacted Stakeholders

Lloydminster Terminal

The Lloydminster Operations Control Centre is located adjacent and south of to the Lloydminster Terminal in the OCC building, and north of the Husky Lloydminster Refinery site, which is situated within the City of Lloydminster.

There are residential areas to the east and the south, in close proximity to the Lloydminster Operations Control Centre and Refinery. Areas to the west and north are primarily light industrial.

Detailed information about the Lloydminster Terminal can be found in Section 5.1 - Lloydminster Terminal.

Border Pipeline System

The Border Pipeline system is used to transport blended crude and refinery products to the Upgrader and transports Husky synthetic blend and condensate back to the Lloydminster Terminal.

The complete system is supervised by the Lloydminster Operation Control Centre, which monitors pipeline status and equipment including malfunction alarms.

Detailed information about the Border Pipeline System can be found in Section 5.2 - Border Pipeline System.

LBX System

The LBX Pipeline System is used to transport blended crude from 10-01-50-28 W3M to the Lloydminster Terminal and condensate from the Lloydminster Terminal to 10-01-50-28 W3M.

Detailed information about the LBX System can be found in Section 5.3 – LBX Pipeline System.

LLB Direct Pipeline System

The LLB Direct Pipeline system is used to transport blended crude from 11-17-55-05-04 W4M (Midpoint Junction) to the Hardisty Terminal North Campus via Hardisty Terminal East Campus and condensate from the Hardisty East Campus to 05-17-55-05-04W4M (Midpoint Booster Station).

Detailed information about the LLB Direct Pipeline System can be found in Section 5.4 – LLB Direct Pipeline System.

Cold Lake System

The Cold Lake System serves the heavy oilfields of northeastern Alberta. The Cold Lake Terminal is located in close proximity to the Husky Tucker Thermal Project.

Detailed information about the Cold Lake System can be found in Section 5.5 – Cold Lake System.

Saskatchewan Gathering System

The Saskatchewan Gathering System services the heavy oilfields in northwestern Saskatchewan.

Detailed information about the Saskatchewan Gathering System can be found in Section 5.6 – Saskatchewan System.

Mainline System

The Mainline System services the Alberta South Gathering.

The Mainline system runs in close proximity to the Town of Wainwright, with a pipeline that also passes through the DND Military Reserve.

Detailed information about the Mainline System can be found in Section 5.7 – Mainline System.

Hardisty System

The Hardisty Terminal serves as a point for all Husky products to interface with multiple third party trunk pipelines. All plants in the area have a call down process to notify one another in the event of an emergency situation.

Detailed information about the Hardisty System can be found in Section 5.8 – Hardisty System.

4.1.5 Density/Population

The Pipeline runs through or in close proximity to the City of Lloydminster and Wainwright. Areas around the pipeline outside of these municipalities are generally not very densely populated. Specific details for each operating area can be found in the individual site sections.



This page has been left blank intentionally.



4.2 Site Specific Considerations

4.2.1	Lloydminster Control Room Site Evacuation.....	1
4.2.2	Muster Points	2
4.2.3	Response Facility Locations	3
4.2.4	Mutual Aid	4
4.2.5	Contractor Bridging Document(s)	5

The following section 4.2 contains the following redactions:

- 4.2.3: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

4.2.1 Lloydminster Control Room Site Evacuation

Lloydminster Control Room site evacuation will be initiated when the plant alarm system is activated.

ALARM SYSTEMS

- When the emergency alarm sounds, all personnel are to stop work immediately.
- All employees not involved in the emergency response, are to proceed to the nearest safe muster station.

EVACUATION ROUTES

Use of a particular route for evacuation will depend on each individual's location, the type of incident and other factors such as weather and wind conditions.

Normally, evacuation routes should be away from the location of the emergency and at a 90° angle to the prevailing wind.

MUSTER PROCEDURES

Upon hearing any emergency alarm, all personnel are to safely stop work immediately and proceed to designated muster stations.

Muster stations are clearly marked and shown on maps posted throughout the facility.

Each employee needs to sign in on the record provided, either by checking off his/her name or by printing his/her name on the list.

The first employee to arrive at the station should remain there, if it is safe to do so and account for all other arriving employees. The supervisor or designate should visit all muster stations and collect all sign in sheets and daily time sheets to conduct an employee count. He/she should then advise the Operations Section Chief of any missing persons.

Employees should remain at their muster station as long as it remains safe to do so and until their supervisor or designate advises them it is safe to return to their work area, requests them to assist with the emergency or authorizes them to leave.

OTHER AREAS

Specific details for evacuation of other areas of Husky Midstream are found in the individual site pages, as appropriate.

4.2.2 Muster Points

There are a number of designated Muster Points for the facility. They are shown on site maps posted throughout the facility and are prominently marked.

Muster Points for other areas of the Pipeline System are detailed in the site specific pages, as appropriate. Not all facilities have designated Muster Points.

Off-site Muster Points (Lloydminster Operations Control Centre):

Off-site muster points should be used only in the event that On-site Muster Points cannot be safely accessed. Notify your supervisor or Muster Point Team member before proceeding to an off-site must point.

If a designated muster area is inaccessible or unsafe for any reason, proceed to the nearest safe area and notify your supervisor.

Authority

- In consultation with the Corporate Response Director, the Incident Commander may evacuate non-essential personnel and public.
- If people are at risk, the Operations Section Chief has the authority to evacuate the area.
- The Operations Section Chief may decide to close roads.
 - RCMP needs to be contacted when considering closure of public roads.

Guidelines

- Mandatory evacuation or sheltering of all non-essential and/or unprotected personnel and residents within the hazard area is required under the following situations:
 - Toxic gas release
 - Non-toxic flammable gas release
 - From the immediate hazard area (greater than 10 percent of the LEL of the released gas)
 - Fire / Explosion
 - If the situation is ongoing from any area directly impacted by the incident
 - Heavy smoke, extreme heat and structural damage caused by blast
 - Liquid Spills
 - From any area that is directly impacted by the incident. Drainage course and vapours released by the liquid needs to be taken into account.

Note: Wind and other factors may cause the hazardous area to change rapidly. Provide an area that allows for sudden changes in evacuation requirements.

Site Evacuation will be initiated by the Incident Commander, the Operations Section Chief or designate.

4.2.3 Response Facility Locations

Emergency Operations Centre (EOC)

Emergency Operations Centre	
Location	
LSD	
24-hour Emergency	
	780-875-4355 (Alternate 24-hour Emergency Number)
Additional OCC EOC phone lines	
Facility Fax	

Alternate Emergency Operations Centre (Alternate EOC)

Alternate Emergency Operations Centre		
Location		
Address		
LSD		
24-hour Emergency		
Telephone		
Fax		

Staging Area

A separate location is used as a Staging Area to accommodate response equipment.

Note: Staging Area will be established at a safe location at the time of the emergency.

Reception Centre

Husky will work closely with the Local Authority at the time of the emergency in establishing any public reception centre, as required.

Corporate Emergency Response Centre (Corporate ERC)

The Corporate ERC is the head office emergency response centre. From here, the Corporate Response Director leads the corporate response and provides advice and support to the Incident Commander.

Corporate Emergency Response Centre	
Location	Husky Oil Head Office 707 – 8 th Avenue SW Calgary, Alberta T2P 3G7
24-hour Emergency	1-877-262-2111
On Call Deputy Director	██████████
Main Line (Polycom)	██████████
Corporate Response Director	██████████
Spyder Phone	██████████
Fax	██████████

On-site Command Post (OSCP)

This command centre could be exposed to dangerous conditions because of its proximity to the hazard.

Note: On-site Command Post (OSCP) will be established at a safe location at the time of the emergency.

4.2.4 Mutual Aid

Mutual Aid and Mutual Understandings are processes that are developed over time with good intention. The Hardisty Mutual Aid Association is the only mutual aid that has been developed with respect to the Lloydminster Pipeline System. In the event of a fire emergency, the Husky Lloydminster and Hardisty Terminals will be supported by the Husky Lloydminster Refinery ERT (Emergency Response Team).

4.2.5 Contractor Bridging Document(s)

Introduction

Husky may involve the use of contractors on their facilities. When an emergency involves Contractor companies, a coordinated effort by all parties involved is required.

Scope

This document defines the Contractor and Husky roles and responsibilities in responding to emergencies in a cohesive and cooperative manner while working on the Lloydminster Pipeline System. Each contractor will be responsible for its own emergency response.

Each contractor is expected to develop an emergency response plan or emergency procedures that describe how emergencies will be managed. These plans will comply with all industry recommended practices and regulatory requirements, and should include:

- management and notification, which allows for immediate response to all levels of an emergency and critical incidents
- next of kin identification and notification process
- incident coordination and site emergency response plans that are clearly communicated to employees, contractors, operating partners, and appropriate government agencies
- simulations and drills that are conducted periodically to test emergency preparedness and to train the incident coordination and emergency response teams; these exercises include considering internal and external communications and involvement

Purpose

The purpose of this document is to ensure effective measures and processes are in place to manage incidents. The intent is to ensure incidents are reported and managed in the most efficient and effective manner with a focus on worker safety, public safety and control and containment.

This will be achieved by the Contractor aligning their emergency response plan and procedures with Husky's Emergency Response Plan and Incident Command System (ICS) structure, as outlined in Section 1.2 Activation Charts and Graphics in the Lloydminster Pipeline Emergency Response Plan.

Approach

All incidents that occur on site are to be immediately reported to a Senior Contractor Representative. The Senior Contractor Representative and On-site Supervisor will ensure any worker injuries are immediately addressed. The Senior Contractor Representative will contact the Senior Husky Representative on site and together they will decide the following:

- Is this an Emergency?
- If it is an Emergency, will it be managed under the Husky Emergency Response Plan or the Contractor Emergency Response Plan?

If the emergency is to be managed under the Husky Emergency Response Plan, the Senior Husky Representative on location will assume the role of Incident Commander and activate the Husky Emergency Response Plan. If the emergency is to be managed under the Contractor

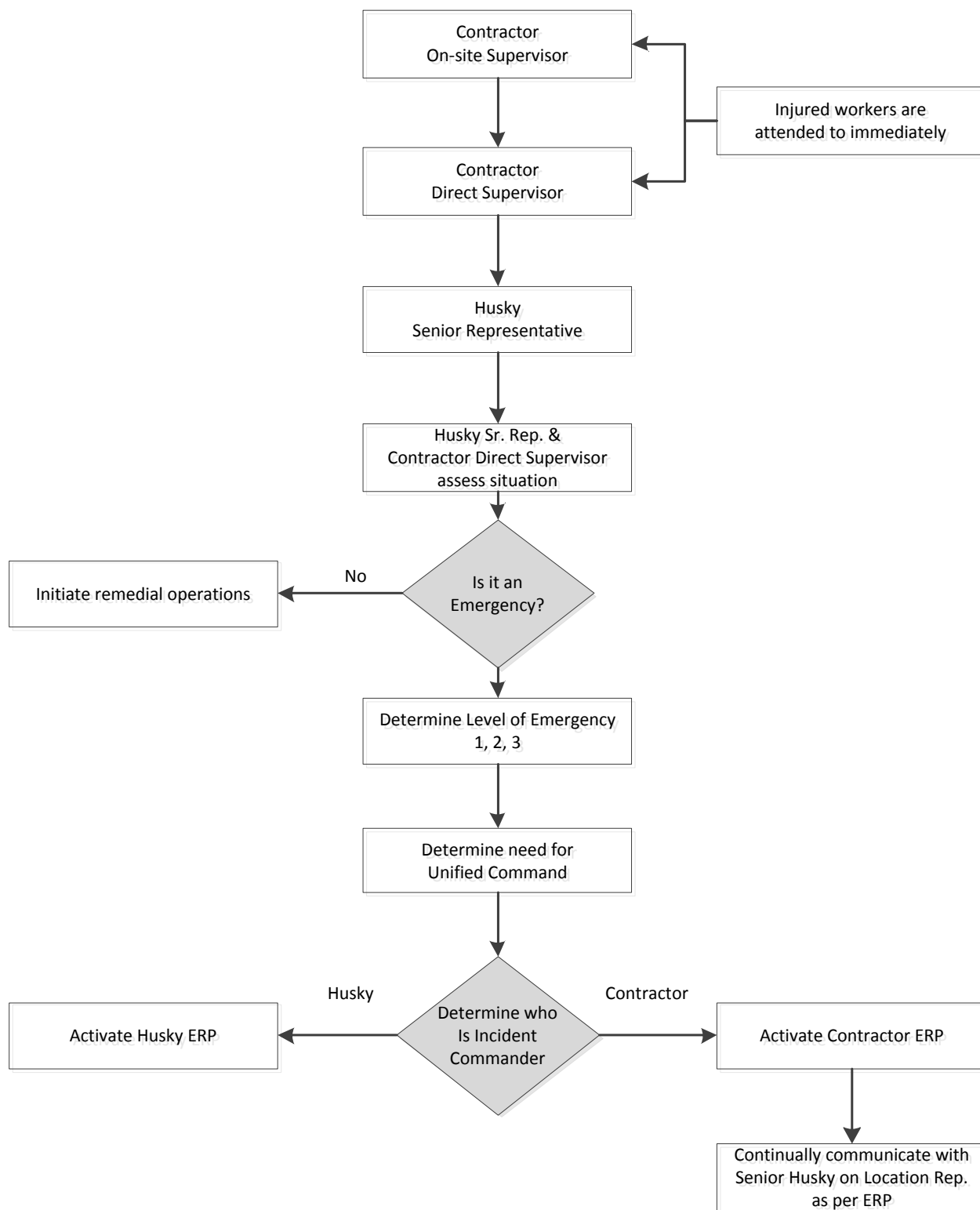
Emergency Response Plan, the Senior Contractor Representative on location will assume the role of Incident Commander and activate the Contractor's Emergency Response Plan.

Note: If a major incident¹ occurs that involves one or more of the following scenarios, Husky will implement, as appropriate, the Lloydminster Pipeline Emergency Response Plan:

- involves Husky personnel or designated work area
- an emergency has the potential to affect multiple work areas (large product spills, structure collapse)
- external notification to Husky of an emergency or threat (forest fire, civil unrest, product release from an adjacent property)
- in the case of a work-related fatality, Husky may choose to activate the Lloydminster Pipeline Emergency Response Plan

This plan is implemented to assist the Contractor's emergency response, as appropriate, and to manage Husky's interests. Husky's primary function in all instances is to provide overall coordination between work areas and to intervene when an emergency poses a threat to an adjacent work site or to Husky's reputation.

¹ Includes Level 2 or 3 Emergency, Critical Incidents as defined by the Corporate Standard Incident Management.

Contractor ERP Activation Protocol


Contractor Requirements

- All contract companies need to have an Emergency Response Plan that follows an Incident Command Structure (ICS) concept of response.
- Husky reserves the right to review and approve the structure and intent of the Contractor Emergency Response Plan.
- All contractors and their employees need to be familiar with the communication protocol explained in this bridging document.
- All contractors and their employees need to be familiar with Husky's Emergency Response Plan and Incident Command System Structure.
- All contractors and their employees need to be prepared to assist the response team as required.

Contractor-specific Emergency Response Plan

All contractor Emergency Response Plans should be pre-approved by Husky and be in alignment using the ICS concept of emergency response. It is critical that all emergency response plans follow a similar protocol as outlined in the Husky Emergency Response Plan. Communication and common language is the key to successfully mitigating incidents.

Husky uses ICS in managing all emergencies regardless of nature, size and complexity and as such, expects its contractors to adhere to the same concept. The Husky Incident Command System:

- Provides structure in authority, roles and responsibilities during emergencies;
- Provides a clear path of command and control;
- Coordinates incident response operations;
- Provides inter-operability with government agencies and third-party providers;
- Provides a common language and terminology, and;
- Provides for expansion, escalation and transfer/transition of control and roles and responsibilities, if required.

Contractor-specific Emergency Response Plan Revisions

The Contractor will be responsible for all revisions to their plan, as directed by Husky. Revisions should be reviewed and approved by Husky.



4.3 Equipment Lists

4.3.1	Equipment and Supplies at Emergency Operations Centre	1
4.3.2	Emergency Equipment On-Site - Lloydminster Terminal	1
4.3.3	Personal Protective Equipment (All Personnel on-site)	2
4.3.4	Roadblock Kits	2
4.3.5	Spill Equipment	2
4.3.6	Safety Equipment	2



The following section 4.3 contains the following redactions:

- 4.3.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

4.3.1 Equipment and Supplies at Emergency Operations Centre

Listed below is the suggested equipment for the Emergency Operations Centre.

The ERP supply cabinet is locked. The key is kept [REDACTED]

Quantity	Equipment
1	Gas/diesel power generator backup power supply
3	Battery chargers for cellular telephones; ensure compatibility with company issued cell phones (may require multi-brand application)
1	Landline phone system with multiline capability
4	Handheld flashlights with spare battery supply, preferably rechargeable
1	Polycom system or equivalent, suitable for hands-free conferencing
1	Combination fax machine/scanner/computer printer with backup supplies (ink cartridges)
2 or more	Dedicated computers connected to the network with internet capability
1	40 inch TV with computer connectivity and capable of receiving TV transmissions (i.e. weather, news)
1	Portable radio capable of receiving AM-FM transmissions and weather channels (with battery back-up and spare batteries)
1	LCD projector and screen
1 set	Assorted maps including a dry-mounted map of the general area
1	Coffee machine with supplies
	Assorted office supplies:
	<ul style="list-style-type: none"> • Computer Paper • Message Pads • Clipboards • Large manila envelopes • Wall-mounted digital clock (with battery back-up) • Pens and Pencils • Manual Pencil Sharpener • Push-pins • Flipchart easel with paper supply • Whiteboard(s) • Min. 2 sets, dry erase markers and erasers • Writing Pads • File folders • Post-it notes • Emergency Response Plan(s)

4.3.2 Emergency Equipment On-Site - Lloydminster Terminal

Lloydminster Pipeline Control Centre:

Quantity	Equipment
1	Rescue Stretcher
1	Type 3 First Aid Kit
6	Fire Extinguishers
3	Emergency Blankets
2	Water Cannons

4.3.3 Personal Protective Equipment (All Personnel on-site)

Quantity	Equipment
1	Personal multi-gas detection monitor (H ₂ S, LEL, O ₂ , CO)
1	Hard hat
1 pair	Safety glasses
1 pair	Steel toed boots
1	Nomex flame resistant coveralls
1 pair	Gloves
1 set	Earplugs

4.3.4 Roadblock Kits

Roadblock kits can be found at the following locations:

Facility	Location
Lloydminster Terminal	Shop
Hardisty Terminal	Office
Wainwright Booster Station	Office
Cold Lake Terminal	Office

Quantity	Equipment
1	High Visibility Vest
1	Stop Sign with reflective tape
2 each	Pens and pencils
1	Radio (where applicable)
1	Flashlight with extra batteries
1	Reflector
1	Yellow flashing light
1 roll	Caution Tape
1	Decal for kit

4.3.5 Spill Equipment

Specific spill equipment for each area is found in the site specific sections.

4.3.6 Safety Equipment

Details on available safety equipment can be found in the site specific pages.



4.4 Technical Data

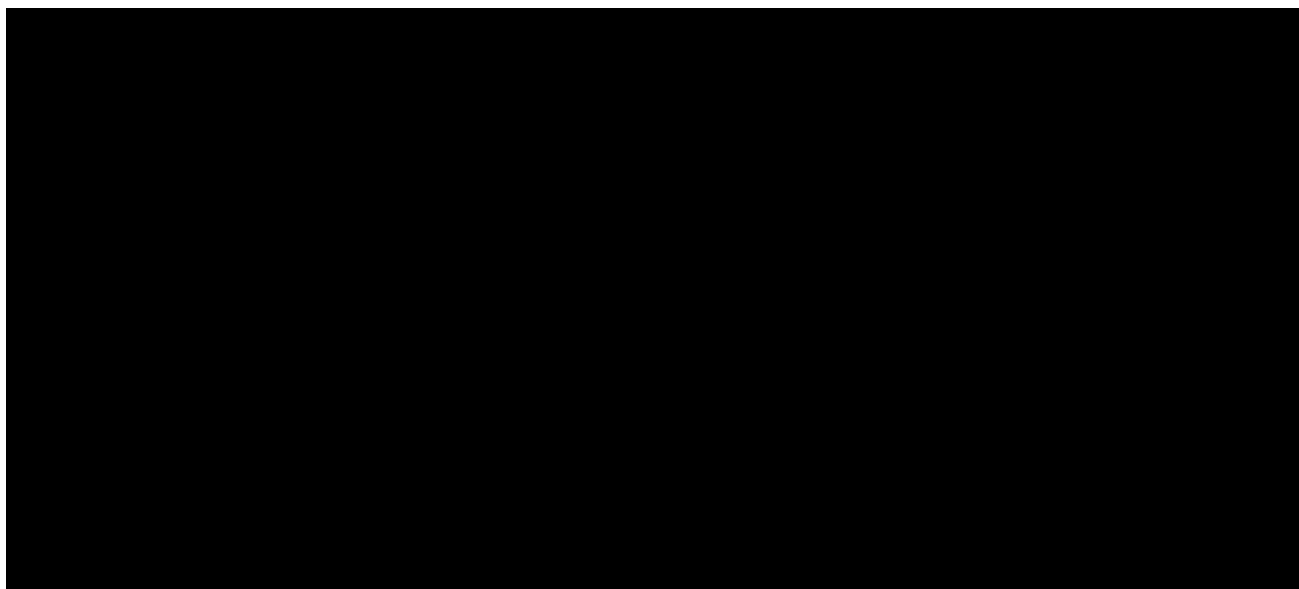
4.4.1	Release Rate / Volume / EPZ Calculations.....	1
4.4.2	Detection Systems.....	1
4.4.3	On-Site Storage Tanks	1



The following section 4.4 contains the following redactions:

- 4.4.1: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

4.4.1 Release Rate / Volume / EPZ Calculations**4.4.2 Detection Systems**

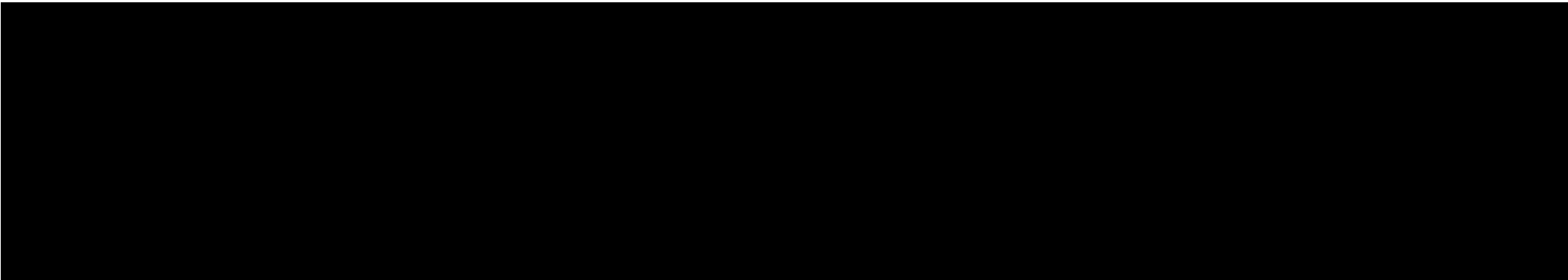
Specific details on detection systems can be found in the individual site sections.

4.4.3 On-Site Storage Tanks

Specific details on storage tanks can be found in the individual site sections.



This page has been left blank intentionally.



4.5 Maps

- 4.5.1 Lloydminster Terminal / OCC Building Access Map
- 4.5.2 Lloydminster Pipelines Overview Map
- 4.5.3 NEB Border Area & Lloydminster Terminal Map
- 4.5.4 Cold Lake Area Map
- 4.5.5 Saskatchewan Area Map
- 4.5.6 Mainline Area Map
- 4.5.7 Hardisty Terminal Map
- 4.5.8 Lloydminster Upgrader Complex Map

* CEPA EPZ maps are located within the CEPA Supplement Section (Section 6.0)



The following section 4.5 contains the following redactions:

- 4.5: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally.

the 1990s, the number of people in the UK who are employed in the public sector has increased by 1.5 million, from 2.5 million in 1980 to 4 million in 1995. The public sector has become a major employer in the UK, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.

The public sector has also become a major provider of social services, and its growth has been a major factor in the overall growth of the economy. The public sector has become a major provider of social services, and its growth has been a major factor in the overall growth of the economy.



This page has been left blank intentionally.



Emergency Response Plan

5.2 Border Pipeline System

Name	Owner	LSD	SCADA ID	Page
Border Pipelines Systems Overview				1
Upgrader Custody Transfer Facility (Upgrader LACT Unit)	Husky			3

The redactions in this section 5.2 were made as this section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally

Border Pipeline System

Facility Description

LSD: [REDACTED]

Description:

The Border Pipeline system is used to transport blended crude and Refinery products to the Upgrader and transports Husky synthetic blend and condensate back to the Lloydminster Terminal.

The system consists of the following pipelines and is [REDACTED]

- 6" Refinery Products Pipeline (TOPS – 6BPLT)
- 12" Blended Crude Pipeline (LLB – 12BPB)
- 10" Husky Synthetic Pipeline (HSB – 10BPS)
- 6" Condensate Pipeline (Diluent – 6BLPD)
- Meter Station (HLU Custody Transfer)

The complete system is supervised by the Lloydminster Operation Control Centre [REDACTED] via a supervisory control and data acquisition (SCADA) system.

The following information is monitored and recorded:

- Operational status of pumps, motors, valves, tanks
- Operational control of pumps, motor valves and related monitory equipment
- Meter volumes
- Equipment malfunction alarms
- [REDACTED]

Scheduled aerial surveillance is carried out [REDACTED]
Maintenance personnel chemically treat and clean the pipelines (pigging program) [REDACTED]

Field operators and maintenance personnel are based in Lloydminster to provide coverage of this system.

This page has been left blank intentionally

Border Pipeline System

Upgrader Custody Transfer Facility

FACILITY DESCRIPTION & RESPONSE LOCATION

- The Upgrader LACT Unit provides the point of custody transfer between Husky Pipeline and Husky Lloydminster Upgrader.
- This pipeline system transports petroleum products into the Husky Upgrader and finished products back to Husky Pipeline.
- The pipeline's traps and isolation valves are located here.

LSD:

GPS:

SCADA ID:

Status:

Active movement of blended crude, condensate, refinery products, Husky synthetic blends.

AREA SENSITIVITIES & REQUIRED ACTIONS

GENERAL SENSITIVITIES

- There are no immediate concerns to the area residents.

WATER CROSSINGS

- N/A.

ACTIONS

- Spill Containment – **Area VR-1** Co-op Lloydminster.
- Contact National Energy Board 24 hour # 819-997-7887.
- CNR, Saskatchewan Highways & Infrastructure, and the Upgrader in the event of an emergency.
- In the event of a spill or leak that requires an emergency shutdown, activate the closest emergency shutdown switch.

TRAP TO TRAP ISOLATION

From:	Lloydminster Terminal	12" Blend
From:	Lloydminster Terminal	6" Tops/KD
To:	Lloydminster Terminal	10" HSB
To:	Lloydminster Terminal	6" Diluent

EMERGENCY TELEPHONE NUMBERS

EMERGENCY TELEPHONE NUMBERS

911

Ambulance – Lloydminster Emergency Care Service911

Fire – Britannia/Wilton Fire Department911

Police – Lloydminster RCMP.....911

Regional Health Authority – Prairie North.....

R.M. of Wilton.....

Administration.....

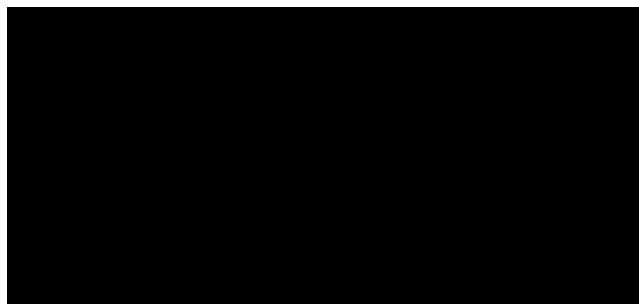
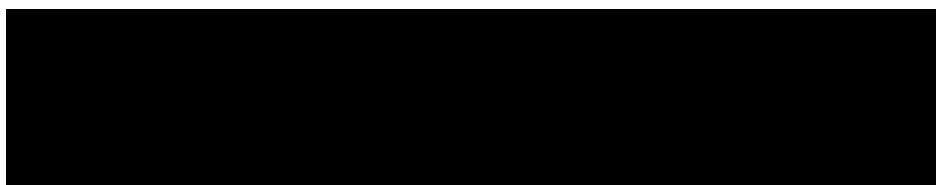
Husky Corporate Toll Free 24 Hour Emergency #..... 877-262-2111

For Contact Information & Additional Numbers – See Section 3

SAFETY EQUIPMENT

- **First Aid Kit:** #1 OH&S kits available in the MCC.
- **SCBA:** None onsite.
- **Fire Extinguisher:** 20 lb. dry chemical fire extinguishers are in Operators' vehicles.

DIRECTIONS



Emergency Response Plan

5.3 LBX Pipeline System

Name	Owner	LSD	SCADA ID	Page
LBX Pipeline Systems Overview				1

The following section 5.3 contains the following redactions:

- 5.3: This section contains security sensitive information, the disclosure of which would create a real and substantial risk that its disclosure will impair the security of pipelines, buildings, structures or systems. It is protected from publication under Clause 1(a)(ii) of NEB Order AO-001-MO-006-2016.

This page has been left blank intentionally

Facility Description

LSD: [REDACTED]
[REDACTED]

Description:

The LBX Pipeline system is used to transport blended crude from [REDACTED] and condensate from [REDACTED]

The system consists of the following pipelines and [REDACTED]

- 20" Blended Crude (LLB – 20LLO)
- 8" Condensate (Diluent – 8ETIL)

The complete system is supervised by the Lloydminster Pipelines Operation Control Centre [REDACTED] via a supervisory control and data acquisition (SCADA) system.

The following information is monitored and recorded:

- Operational status of pumps, motors, valves, tanks
- Operational control of pumps, motor valves and related monitory equipment
- Meter volumes
- Equipment malfunction alarms

Scheduled aerial surveillance is carried out [REDACTED]

Maintenance personnel chemically treat and clean the pipelines (pigging program) [REDACTED]

Field operators and maintenance personnel are based in Lloydminster to provide coverage of this system.

This page has been left blank intentionally



MIDSTREAM NEB/CER PIPELINES

EMERGENCY CONTACT INFORMATION

For Emergencies involving inter-provincial pipelines, the National Energy Board/Canadian Energy Regulator is the primary management agency – they will be contacted by the Transportation Safety Board.

****A pipeline is NEB/CER-regulated due to the fact that it crosses a Provincial Border. ****

THIS MUST BE YOUR FIRST CALL

Transportation Safety Board of Canada (TSB)	24 Hr Incident Line	819-997-7887
	Facsimile	819-953-7876
	Email	PipelineNotifications@tsb.gc.ca

Call the TSB 24 Hr Incident Line when an incident meets the Immediately Reportable Events (see page 2 for criteria) for all National Energy Board (NEB)/Canadian Energy Regulator (CER) regulated pipelines and facilities.

Both the phone notification and the input of information into the **NEB/CER's Online Event Reporting System (OERS)**: <https://apps.neb-one.gc.ca/ers/home/index> are required to occur as soon as possible and no later than three hours of the incident being discovered.

For all other events (non-immediate) companies are only required to input the information via the OERS.

SECONDARY CALLS

Contact as needed **AFTER** contacting the TSB and NEB/CER.

Alberta Energy Regulator (AER)	24 Hr	800-222-6514
Saskatchewan Ministry of Energy and Resources (MER)	24 Hr	844-764-3637

Hazardous occurrences (under Part XVI of the Canada Oil and Gas Occupational Safety and Health Regulations) and incidents requiring medical evacuations are to be reported to the NEB/CER immediately.

Canada





NEB/CER DEFINITION OF AN EMERGENCY

CAN /CSA Z246.2-14 defines an emergency as “an event or imminent event, outside of the scope of normal operations that requires prompt coordination of resources to protect people, the environment, and property”.

Emergencies can result from numerous causes including pipeline and equipment failure, human error and natural perils such as tornadoes, hurricanes, floods, or earthquakes and terrorism or other criminal activities. Multi-hazard emergencies such as an earthquake causing pipeline breaks, fires and explosions, which result in injury and further property damage, can also occur.

Companies must consider all probable emergencies and have applicable procedures in place to deal with potential effects and threats to people, property and the environment, as determined through a formal hazard assessment.

NEB/CER DEFINITION OF AN INCIDENT

Section 52 of the Onshore Pipeline Regulations (OPR) requires companies to notify the Board of all incidents relating to the construction, operation, or abandonment of their pipelines. An “incident” is defined in section 1 of the OPR as an occurrence that results in:

- 1) The death of or serious injury to a person;
- 2) A significant adverse effect on the environment;
- 3) An unintended fire or explosion;
- 4) An unintended or uncontained release of low-vapour pressure (LVP) hydrocarbons in excess of 1.5 m³;
- 5) An unintended or uncontrolled release of gas or high-vapour pressure (HVP) hydrocarbons;
- 6) The operation of a pipeline beyond its design limits as determined under CSA Z662 or CSA Z276 or any operating limits imposed by the Board.

Companies are required to report a death or serious injury to a person only where the death or injury is a result of an occurrence that relates to the construction, operation, or abandonment of a “pipeline”. Whether a death or injury is related to the construction, operation, or abandonment of a pipeline will depend on whether the person who was killed or injured was working at the time of the incident and/or whether the work was a cause or contributing factor to the incident. It is important to note that, unlike the Canada Labour Code (CLC), the OPR does not differentiate between different types of “persons”. Therefore, companies must report all deaths or serious injuries to any person that occur relating to pipeline construction, operation, or abandonment regardless of whether or not that person was directly employed by the company.

The definition of “serious injury” in the OPR is not exhaustive and contains multiple injuries that qualify as serious, including “the fracture of a major bone”. The NEB uses the following definition of “major bone”: skull, mandible, spine, scapula, pelvis, femur, humerus, fibula, tibia, radius, and ulna.

IMMEDIATELY REPORTABLE EVENTS

Where regulations require an event to be reported “immediately”, companies must also consider whether the event meets any of the following definitions:

An Incident that Harms People or the Environment:

- A death;
- A serious injury (as defined in the OPR or TSB regulations);
- An unintended or uncontrolled LVP hydrocarbon release in excess of 1.5 m³ that leaves company property or occurs on or off the right of way;
- An unintended or uncontrolled sweet natural gas or hvp release >30,000 m³;
- Any unintended or uncontrolled release of sour natural gas or hydrogen sulfide; and/or
- A significant adverse effect on the environment.



IMMEDIATELY REPORTABLE EVENTS, continued

A Rupture:

- an instantaneous release that immediately impacts the operation of a pipeline segment such that the pressure of the segment cannot be maintained.

A Toxic Plume:

- a band of service fluid or other contaminant (e.g. hydrogen sulfide or smoke) resulting from an incident that causes people, including employees, to take protective measures (e.g. muster, shelter-in-place or evacuation).

Where an event meets any of the above definitions, companies are required to notify the TSB Reporting Hotline at (819) 997-7887. Subsequently, the company is required to input the details required by both the TSB (see TSB regulations) and the NEB/CER into the OERS. The phone notification and the input of information into OERS are required to occur as soon as possible and no later than three hours of the incident being discovered. The goal of the initial phone notification is to allow the relevant agencies to mobilize a response to an incident, if required. Note that OERS will automatically determine whether the event meets the definition of an “Incident that Harms People or the Environment”, however the company will be responsible for specifically indicating whether the incident meets the definitions of “Rupture” and “Toxic Plume”.

For all other events that do not meet any of the definitions in this section, companies are not required to phone the TSB Reporting Hotline but must report the event as soon as possible and no later than twenty-four hours after the event was discovered.

MULTIPLE INCIDENT TYPES

It is possible that a single occurrence may result in multiple incident types. If multiple incident types occur as a result of a single occurrence, companies are expected to report those incident types under a single incident report.

Examples of situations where this might be the case include but are not limited to:

- A pipeline rupture (occurrence) where there is a release of gas (incident type) and an explosion (incident type);
- An industrial accident (occurrence) that causes a death (incident type), a serious injury (incident type) and a fire (incident type);
- An operational malfunction (occurrence) that causes an overpressure (incident type) and a release of product (incident type); or
- An operational malfunction (occurrence) that causes several concurrent or immediately consecutive overpressures (incident types).

In cases where an incident has occurred, and a second incident occurs during the response to the initial incident (e.g. a fire occurs during the clean-up of a spill), the second incident is considered distinct and should be reported separately.

The events that are reportable using the online reporting system are:

- Incidents under the *National Energy Board Onshore Pipeline Regulations (OPR)*, *National Energy Board Processing Plant Regulations (PPR)*, and *Canada Oil and Gas Drilling and Production Regulations (DPR)/Oil and Gas Drilling Regulations*;
- Unauthorized activities under the *NEB/CER Act* and *Pipeline Damage Prevention Regulations - Authorizations (DPR-A)*;
- Pipeline damage and consent suspensions under the *Pipeline Damage Prevention Regulations - Obligations of Pipeline Companies (DPR-O)*;
- Emergency burning or flaring under the PPR;
- Hazard identification under the PPR;
- Suspension of operations under the PPR;

MULTIPLE INCIDENT TYPES, continued

- Near-misses under the DPR;
- Serious accidents or incidents under the *Canada Oil and Gas Geophysical Operations Regulations/Oil and Gas Geophysical Operations Regulations*;
- Emergencies or accidents under the *Canada Oil and Gas Installation Regulations/Oil and Gas Installation Regulations*; and
- Accidents, illnesses, and incidents under the *Canada Oil and Gas Diving Regulations/Oil and Gas Diving Regulations*.

In the event that OERS is unavailable, companies are directed to report events to the TSB Reporting Hotline at 819-997-7887.

REPORTING TIMELINES

Section 52 of the OPR requires companies to immediately notify the Board of any incident. Section 52 of the OPR also requires the submission of a Preliminary Incident Report (PIR) and a Detailed Incident Report (DIR) “as soon as is practicable”. Generally, companies’ initial notification of an incident will satisfy the PIR requirements. The information required for a DIR must be submitted within 12 weeks of reporting an incident. For complex incidents, companies may request an extension for submission of a DIR.

The NEB/CER and the TSB have adopted a single window reporting approach. However, in some areas, the TSB reporting requirements are somewhat different than the NEB/CER requirements. For additional details on the TSB reporting requirements, companies should refer to the TSB website (<http://www.bst-tsb.gc.ca/eng/incidents-occurrence/index.asp>).

Transportation Safety Board of Canada
Place du centre, 4th Floor
200 Promenade du Portage
Hull, Quebec K1A 1K8
Facsimile 819-953-7876

SUPPORTING INFORMATION

The table below indicates the location of NEB/CER supporting documentation in this emergency response plan.

SUPPORTING INFORMATION	FOUND IN
NEB/CER Distribution	Section 3.5: Distribution List Page 1.
Company 24/7 Emergency Number	Area Specific Information: Binder Cover.
Area Map of NEB Regulated Facilities	Area Specific Information 5.2: Border Pipeline System
TSB Roles & Responsibilities	Section 1.3 Response Team Duties: Federal Agency Roles Chart
NEB Roles & Responsibilities	Section 1.3 Response Team Duties: Federal Agency Roles Chart
Health and Safety Plan	Please refer to the company’s Health & Safety Plan located at the corporate head office.

