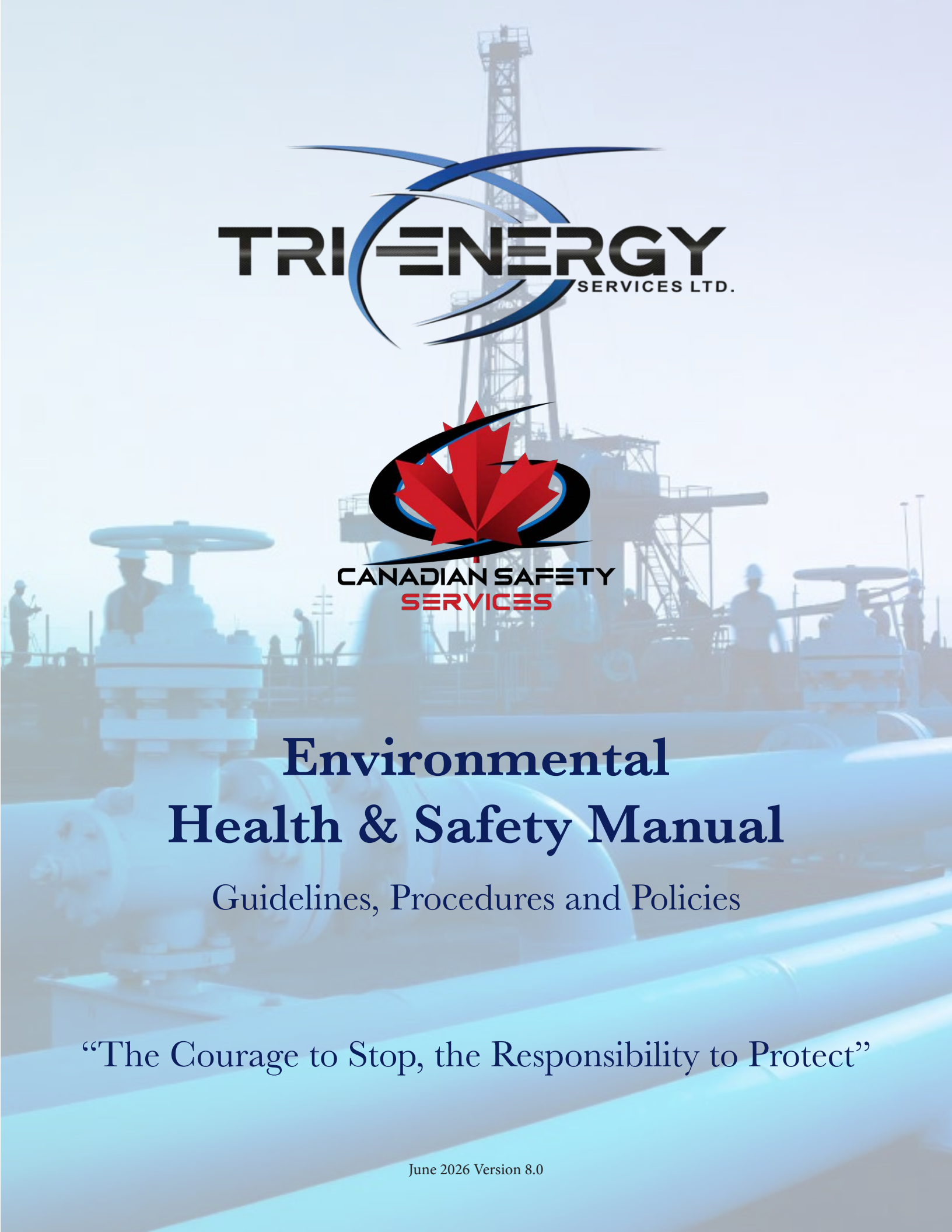


TRI-ENERGY SERVICES LTD.

CANADIAN SAFETY SERVICES

Environmental Health & Safety Manual

Guidelines, Procedures and Policies

"The Courage to Stop, the Responsibility to Protect"

June 2026 Version 8.0

TRI-ENERGY SERVICES LTD. EMERGENCY CONTACT LIST

Emergency Contact List

Dave Reykdal	403-350-6662
Curtis Gowler	778-227-1945
Trevor Somers	306-580-1391

Alberta

Emergency Services 9-1-1	CANUTEC (613) 996-6666 or *666 from a cellular phone
Workers Compensation Board (WCB) Alberta 1-866-922-9221	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
Transportation of Dangerous Goods 1-800-272-9600	Alberta Occupational Health & Safety 1-866-415-8690
TELUS 403-310-3100	Provincial Disaster Services 1-800-272-9600
Alberta Forestry 1-877 944-0313	EPCOR 403-310-4300
Alberta 1- Call 1-800-242-3447	Alberta Environment 1-800-222-6514
FORTIS 403-310-9473	Alberta Energy & Utilities Board 1-780-538-5138
Poison Control Center 1-800-332-1414	Alberta Fish & Wildlife 1-780-926-2238

British Columbia

Emergency Services 9-1-1	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
WorkSafe BC 1-888-621-7233	Provincial Emergency Program 1-800-663-3456
BC One-Call 1-800-474-6886	Ministry of Environment 1-250-387-1187
Poison Control Centre 1-800-567-8911	BC Oil & Gas Commission 1-800-663-3456
BC Utilities Commission 1-800-663-1385	BC Nurse Line 1-866-215-4700

Saskatchewan

Emergency Services 9-1-1	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
WorkSafe Saskatchewan 1-800-567-7233	Saskatchewan WCB 1-800-667-7590
Saskatchewan Spill Control Centre 1-800-667- 7525	Saskatchewan Transport Compliance Branch 1-866-933- 5290
Sask 1st Call 1-866-828-4888	SaskTel 1-800-727-5835

INTRODUCTION

Scope and Purpose

This Health, Safety, and Environment (HSE) Manual applies to all personnel engaged in activities under the direction of Tri-Energy Services Ltd., including employees, subcontractors, and visitors. It forms a core component of our management system and establishes the minimum standards required to protect the health and safety of all workers and subcontractors. These standards are intended to supplement client HSE programs and meet or exceed applicable legislative requirements. Where necessary, Tri-Energy Services Ltd. may implement controls that surpass regulatory minimums to ensure a safe and healthy work environment.

In situations where another organization's HSE program is also in effect, the more stringent requirements, whether from this manual, client documentation, or regulatory sources shall apply.

Prior to commencing work, all subcontractors must submit their HSE Manual for review and approval. Any identified deficiencies must be corrected before work begins. Subcontractors are expected to make every reasonable and practical effort to prevent incidents, maintain safe conditions, and comply with all applicable requirements.
Any subcontractor or client requiring clarification regarding the interpretation of this HSE Manual must contact the designated management representative. Requests for deviation from the requirements of this manual must be submitted in writing and approved prior to implementation.

Revised Amendments Section

This HSE Manual will be reviewed and updated annually, or more frequently if required due to operational changes, regulatory updates, or identified improvements. All amendments will be distributed to each registered plan holder, who is responsible for incorporating updates upon receipt. A complete record of revisions will be maintained in the Revision Log located at the front of this manual.

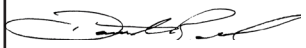
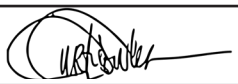
As a registered holder, you share responsibility for maintaining accurate and current information. If you identify an error or become aware of changes affecting the content of this manual after its publication, please notify the HSE Manager as soon as possible so that appropriate updates can be made.

TRI-ENERGY SERVICES LTD



Dave Reykdal, President
June 3, 2026

DOCUMENT APPROVAL

Name	Position	Signature	Date
Dave Reykdal	**President**		**June 3, 2026**
Curtis Gowler	**HSE Manager**		**June 3, 2026**

DOCUMENT REVISION LOG

REV #	DATE	REASON
1	January 2020	Initial Version
2	April 2020	Add occupational health & safety legislation for British Columbia & Saskatchewan, Add SWP for Ground Disturbance
3	May 2020	Additions to formal hazard assessments
4	July 2021	Addition of Reporting & Investigating Potentially Serious Incidents
5	April 2022	Addition of Waste Management
6	August 2022	Update Formal Hazard Assessments
7	August 2023	Updated Management of Change
8	February 2026	Updated: Cover-Page, Introduction, Health and Safety Policy, Assignment of responsibility and accountability
9	April 2, 2026	Full Safety Manual rewrite and update
10	June 3, 2026	Final Revision and sign off
11	August 14, 2026	Multiple revisions to: Table of contents, pagination, formatting, emergency response, Fall Pro Protection Plan.

TRI ENERGY SERVICES LTD.

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TRI-ENERGY SERVICES LTD

TRI-ENERGY HEALTH AND SAFETY POLICY

Tri-Energy Services Ltd. recognizes that health and safety are fundamental to every level of our operations. We are committed to a comprehensive Health and Safety Program that protects our workers, supervisors, managers, contractors, and any member of the public who may enter or be affected by our worksite. All safety policies and procedures shall comply with applicable federal, provincial, and municipal legislation, and where necessary, Tri-Energy Services Ltd. will exceed minimum regulatory requirements to ensure a safe and healthy work environment.

Responsibility for health and safety is ***shared by everyone within the organization***. This responsibility begins with the President and extends through all levels of management to every worker and contractor, including new and inexperienced personnel. These responsibilities cannot be delegated or disregarded. Active participation, every worker, every task, every day, is essential to achieving the level of health and safety performance expected by Tri-Energy Services Ltd.

Health and safety excellence means protecting and promoting the physical, psychological, and social well-being of every employee. Tri-Energy Services Ltd. is committed to a healthy, injury-free workplace. By working collaboratively, communicating openly, and maintaining a proactive safety culture, this standard is not only achievable, it is expected.

Responsibilities

Senior and Middle Management

Tri-Energy Services Ltd. senior and middle management will ensure:

- the health, safety, and welfare of workers at the worksite,
- the protection of any person at or near the worksite who may be affected by hazards arising from our operations,
- workers are informed of their OHS rights and duties,
- workers are not subjected to, nor participate in, harassment or violence at the worksite,
- workers are supervised by competent individuals familiar with the OHS Act, Regulation, and Code,
- consultation and cooperation with the Health and Safety Committee (HSC),
- timely resolution of health and safety concerns,
- that, where a prime contractor is required, the prime contractor is provided with the names of all supervisors and workers, and
- supervisors and workers receive adequate training to ensure their health and safety at the worksite.

Supervisors

Supervisors will ensure:

- they are competent to supervise the workers under their authority,
- workers perform their duties in accordance with the OHS Act, Regulation, Code, and all company procedures,
- workers use required hazard controls and properly wear or use all personal protective equipment mandated by the employer or legislation,
- workers are not subjected to, nor participate in, harassment or violence at the worksite,
- all necessary precautions are taken to protect the health and safety of every worker under their supervision,
- workers are advised of all known or reasonably foreseeable hazards in the area where work is being performed, and
- unsafe acts, conditions, or concerns are promptly reported to the employer.

Workers will:

- Protect the health and safety of themselves and other people at or near the worksite.
- Cooperate with their supervisors and employers to protect the health and safety of themselves and others.
- Use and wear devices and personal protective equipment required by the employer or the OHS Act, Regulation or Code.
- Refrain from causing or participating in harassment or violence.
- Report concerns about an unsafe or harmful worksite act or condition that occurs/exists or has occurred/existed to the employer or supervisor.
- Sign in at the start of each shift, documenting the date and time of their arrival and departure, and confirming they are fit for duty. This process ensures every worker is accurately accounted for in the event of an emergency, evacuation, or muster.

In addition, employers, supervisors and workers will:

- Cooperate with any person exercising a duty imposed by the OHS Act, Regulations, or Code, and
- Comply with the OHS Act, Regulation, and Code and any site policies, procedures, and codes of practice.

Other workers (e.g., contractors, suppliers, or service providers) will comply with the appropriate provincial occupational health & safety legislation and site policies.

Workers at every level must be familiar with the requirements of Occupational Health and Safety legislation as it relates to their work and provincial jurisdiction.

ASSIGNMENT OF RESPONSIBILITY AND ACCOUNTABILITY FOR HEALTH & SAFETY

President (Senior Management)

At Tri-Energy Services Ltd., the President provides the vision, commitment, and support that shape the company's safety culture. This role is centered on empowering people, strengthening systems, and demonstrating visible leadership throughout the organization. The President contributes to a safe and successful workplace by:

- Providing the financial, physical, and organizational resources required to implement and sustain the Health, Safety, and Environmental Management System.
- Establishing clear annual health, safety, and environmental objectives that guide continuous improvement.
- Communicating specific HSE responsibilities to senior management so every leader understands their role in supporting a safe workplace.
- Engaging with government officials, clients, and employee associations to promote an environment that supports the company's HSE values.
- Participating in major incident investigations involving fatal, permanently disabling, or significant loss events to demonstrate leadership when it matters most.
- Reviewing and evaluating remedial actions for all serious injuries and major loss incidents to ensure improvements are implemented and lessons are carried forward.
- Endorsing the HSE Policy Statement to visibly demonstrate the company's commitment to safety.
- Taking part in formal safety activities at the worksite to stay connected with field operations and the people performing the work.
- Completing at least one worksite tour each year, using it as an opportunity to reinforce positive behaviours and support meaningful improvements.

Middle Management

Middle Management at Tri-Energy Services Ltd. plays a vital role in shaping a safe, healthy, and high performing workplace. Their leadership strengthens the company's safety culture by supporting workers, guiding supervisors, and ensuring that safety is woven into every part of daily operations. Middle Management contributes to this commitment by:

- Providing an active and forward thinking safety program that supports continuous improvement.
- Encouraging worker involvement in safety by demonstrating genuine commitment and communicating clear expectations.
- Supplying supervisors with the tools, resources, and support they need to fulfill their health and safety responsibilities.
- Ensuring workers use appropriate personal protective equipment and providing specialized PPE when required.
- Establishing annual health and safety goals that align with the company's vision and operational needs.
- Reporting all work related incidents, injuries, and illnesses to the appropriate authorities in a timely and accurate manner.
- Conducting formal worksite inspections at least quarterly to engage with workers, reinforce positive behaviours, and identify opportunities for improvement.
- Ensuring all operations comply with applicable legislative safety requirements.
- Upholding and supporting company policies to maintain a consistent and reliable safety standard across all worksites

Safety Leadership and Safety Advisors

At Tri-Energy Services Ltd., Safety Personnel are not enforcers, they are leaders, coaches, and trusted guides who help every worker succeed. Their purpose is to build a safe, confident, and high performing work environment by:

- **Leading by example t**hrough positive, hands-on engagement, consistently demonstrating the behaviours and attitudes that define a strong safety culture.
- **Actively championing** the company's Health and Safety Program to ensure it is clearly understood, fully supported, and consistently applied in the field.
- **Identifying and guiding** the actions required to effectively implement the HSE System, helping teams navigate requirements with clarity and confidence.
- **Advising** the President and Vice President on emerging HSE issues to ensure leadership has the insight needed for informed, timely decision-making.
- **Preparing** clear, accurate, and meaningful HSE reports that support continuous improvement and reinforce a proactive safety culture.
- **Establishing a reliable system** to track all corrective actions arising from inspections, incident investigations, and HSE communications through to completion.
- **Maintaining strong working knowledg**e of applicable HSE legislation and advising management whenever potential non-compliance risks or issues are identified.
- **Conducting ongoing worksite inspections** and providing constructive feedback to management to support safe operations and drive continuous improvement.

Supervisors

Supervisors at Tri-Energy Services Ltd. play a crucial role in creating a safe, supportive, and high performing work environment. They lead by example, guide their teams with clarity, and ensure that every worker has the knowledge, tools, and confidence to work safely. Supervisors maintain a safe worksite by:

- Directing and performing work safely while setting a positive example for all workers.
- Applying company safety policies and procedures and staying aware of relevant regulations.
- Encouraging worker involvement by demonstrating commitment to a strong safety culture.
- Providing supervision and on-the-job training to ensure workers are qualified for their tasks.
- Supplying appropriate, well-maintained equipment needed to complete work safely.
- Ensuring workers use required personal protective equipment and providing specialized PPE when needed.
- Supporting established safety regulations and safe work methods.
- Taking corrective or disciplinary action when necessary to maintain compliance.
- Completing and documenting employee safety evaluations.
- Reporting all work-related incidents, injuries, and illnesses to the proper authorities.
- Providing workers with clear health and safety information.
- Communicating job-specific hazards and how to avoid or control them.
- Ensuring hazard identifications are completed for new sites, new tasks, or changes in task conditions.
- Identifying unsafe practices, conditions, and hazards and taking action to prevent incidents.
- Ensuring equipment is available, maintained, and assigned for proper care.
- Supporting workers who refuse unsafe work by assessing the situation and helping implement controls.
- Conducting quarterly worksite inspections to actively engage with workers, recognize positive safety practices, and identify hazards or improvement opportunities that strengthen overall worksite safety.

Employees/Workers

Employees and workers at Tri-Energy Services Ltd. play an essential role in maintaining a safe, healthy, and environmentally responsible workplace. Every worker contributes to the company's safety culture by taking ownership of their actions, protecting themselves and others, and participating actively in safe work practices.

Workers fulfill this responsibility by:

- Take an active role in keeping themselves and their coworkers safe by understanding the company's safety program and how it applies to the work being performed.
- Follow all safety standards, safe work procedures, and the legislative requirements that apply to the task.
- Take reasonable care for their health and safety and for the safety of others at or near the worksite.
- Work cooperatively with supervisors and the company to help meet all OHS responsibilities.
- Wear, maintain, and properly use all required personal protective equipment.
- Report all incidents, hazards, unsafe conditions, and near misses to your supervisor as soon as possible.
- Participate fully in all required training and apply what they learn to the daily tasks.
- Cooperate in incident and near miss investigations to help prevent future occurrences.
- Complete hazard assessments when required and use them to guide safe decision making.
- Maintain good housekeeping and keep the work area clean and organized.
- Use tools and equipment responsibly and ensure they are cared for properly.
- Refuse work that is unsafe or work they are not competent to perform, as required under Alberta OHS legislation, and report the concern immediately.
- Take part in the ongoing development and improvement of the company's safety program.
- Participate in workplace inspections when they take place at the worksite.

Contractors, Subcontractors, and Consultant Responsibilities

Contractors and sub-contractors may be required to perform work for Tri-Energy Services Ltd. Contractors shall:

- Provide proof of current WCB coverage for the province before beginning any work.
- Provide proof of insurance coverage appropriate to the work, including equipment, conduct, or professional liability.
- Follow the Tri-Energy Services Ltd. safety program unless an existing program meets or exceeds those requirements.
- Comply with all applicable legislation related to the work being performed.
- Ensure all workers are competent or directly supervised by a competent worker.
- Provide and wear all required and appropriate personal protective equipment.
- Supply the time, resources, and support needed to complete tasks safely and properly.
- Conduct work in a manner that does not place workers, property, or the environment at risk.

Visitors Responsibilities

All visitors must report to a supervisor immediately upon entering any Tri-Energy Services Ltd. location. Visitors include Regulatory Authorities, Landowners, and any individual who is not essential to operations and has not completed a site orientation. While on site, visitors are expected to follow all safety requirements and instructions.

- Report to a supervisor immediately upon entering any Tri-Energy Services Ltd. location.
- Sign in using the Tri-Energy Services Ltd. Visitor Orientation Form.
- Remain accompanied by a company representative at all times while on site.
- Wear appropriate personal protective equipment in designated areas, including eye protection, hearing protection, and proper footwear.
- Follow the instructions of the escort or senior company representative.
- Refrain from operating equipment or performing any work that could create a hazard to themselves, others, or company property.



Dave Reykdal, President
June 3, 2026

TRI-ENERGY SERVICES LTD

DUE DILIGENCE

Due diligence is the obligation to take every reasonable and practical step to prevent incidents, injuries, and regulatory violations before they occur. It requires employers to actively maintain safe operations, demonstrate informed decision-making, and ensure that all safety responsibilities are clearly understood and consistently applied.

For Tri-Energy Services Ltd., due diligence is demonstrated through proactive planning, hazard identification, timely corrective action, and documented evidence of an effective, functioning safety management system. It cannot be based on ignorance of legal requirements or actions taken only after an event; it must be proven through continuous, deliberate effort.

Tri-Energy Services Ltd. will:

- Understand the provincial OH&S legislation applicable to its operations and the responsibilities it establishes.
- Communicate health and safety responsibilities to all workers and verify comprehension.
- Educate workers on legislative requirements, company policies, procedures, and rules.
- Document the safety-related responsibilities and accountabilities of all workers.
- Stay current with legislative changes and inform workers of any updates to legislation or company requirements.
- Train workers to ensure they are competent and able to perform their duties safely with the required protective equipment.
- Maintain accurate records of all training provided.
- Apply and document disciplinary action when safety procedures or rules are violated.
- Keep records demonstrating that the safety program is established, implemented, and continuously improved.
- Maintain procedures for identifying and controlling hazards and encourage workers to report unsafe conditions or practices.
- Integrate safety into all aspects of company operations.
- Monitor internal safety systems to ensure compliance with policies and legislation.
- Review and update the health and safety program and due diligence documentation annually.

ACCOUNTABILITY SYSTEM

It is important that the company uses an accountability system that clearly measures progress, tracks assigned health and safety goals, and confirms that expectations are being met. A strong system helps show what is working, where support is needed, and ensures followup so that safety practices are truly put into action.

To support this, the company may use one or a combination of the following approaches:

- Performance appraisals that include safety related expectations and results
- Documented observations and inspections with meaningful followup
- Behaviour based safety observations that include constructive feedback
- Tracking participation in safety activities such as meetings and inspections
- Safety awards, bonuses, or other incentives tied to achieving health and safety goals, individually or as a group

LEGISLATION

Workers' Compensation laws exist to ensure that anyone injured or disabled because of work receives guaranteed financial support without needing to pursue legal action. These laws also provide benefits to the dependents of workers who lose their lives due to a work related incident or illness. The goal is to support workers and families fairly, consistently, and without delay.

Occupational Health and Safety legislation is designed to create safe and healthy workplaces by setting clear expectations and providing guidance for employers and workers. Everyone has the right to understand the OHS rules that apply to their work. Tri-Energy Services Ltd. must keep an up to date paper or electronic copy of the applicable OHS legislation for every jurisdiction where work is performed, and it must be readily accessible to workers during their shift.

Readily accessible means the legislation is close enough and available enough that workers can review it whenever needed.

When legislation is provided electronically:

- The system must be available during all work shifts.
- Either a trained operator must be available to retrieve information, or all workers must be trained to access it themselves.

A paper copy is kept at the Tri-Energy Services Ltd. office, and all workers will be shown how to access the electronic version.
Any changes to legislation will be reviewed with workers during company safety meetings.
Each provincial OHS division outlines specific requirements through various acts and regulations. Tri-Energy Services Ltd. will meet or exceed the minimum requirements set out in the following Alberta legislation.

Applicable Alberta Occupational Health & Safety Legislation

Alberta Occupational Health & Safety Act, Regulation, and Code, including but not limited to:

- Hazard Assessment, Elimination, and Control ..... Part 2: Sec 711
- Chemical and Biological Hazards ..... Part 4: Sec 1643.1
- Confined Spaces: ..... Part 5: Sec 4458
- Cranes, Hoists, and Lifting Devices ..... Part 6: Sec 59114
- Dangerous Work (Right to Refuse) ..... Part 4: Sec 3136
- Demolition ..... Part 30: Sec 415422
- Emergency Preparedness and Response ..... Part 7: Sec 115118
- Entrances, Walkways, Stairways, and Ladders ..... Part 8: Sec 119137
- Excavating and Tunneling ..... Part 32: Sec 441464
- Fall Protection ..... Part 9: Sec 138161
- Fire and Explosion Hazards ..... Part 10: Sec 161.1176
- First Aid AB ..... Part 11: Sec 177184
- General Safety Precautions ..... Part 12: Sec 185195
- Lifting and Handling Loads ..... Part 14: Sec 208–211.1
- Managing the Control of Hazardous Energy ..... Part 15: Sec 212–215.5
- Noise Exposure ..... Part 16: Sec 216-224
- Obligations ..... Sec 4 (1-2)
- Overhead Power Lines ..... Part 17: Sec 225-227
- Personal Protective Equipment ..... Part 18: Sec 228-255
- Powered Mobile Equipment ..... Part 19: Sec 256–290.2
- Oil and Gas Wells ..... Part 37: Sec 750-784
- Radiation Exposure ..... Part 20: Sec 291
- Rigging ..... Part 21: Sec 292-309
- Safeguards ..... Part 22: Sec 310-322
- Scaffolds and Temporary Work Platforms ..... Part 23: Sec 323-353
- Tools, Equipment and Machinery ..... Part 25: Sec 362-385
- Utility Workers- Electrical ..... Part 40: Sec 797-804
- Ventilation Systems ..... Part 26: Sec 386-388
- Violence ..... Part 27: Sec 389-392
- Working Alone ..... Part 28: Sec 393-394
- WHMIS ..... Part 29: Sec 395-414

Applicable British Columbia Occupational Health & Safety Legislation

- Chemical Agents and Biological Agents ..... Part 5: Sec 1-102
- Confined Spaces ..... Part 9: Sec 1-51
- Construction, Excavation and Demolition ..... Part 20: Sec 1-121
- Cranes and Hoists – BC OH&S Regulation ..... Part 13: Sec 27; Part 14: Sec 1–132; Part 28: Sec 29-30
- De-energization and Lockout ..... Part 10: Sec 1-12
- Electrical Safety ..... Part 19: Sec 1-43
- Evacuation and Rescue ..... Part 32: Sec 1-94

- Fall Protection ..... Part 11: Sec 1–40; Part 13: Sec 33; Part 28: Sec 46; Part 31 Sec 17
- General Conitions ..... Part 4: Sec 1–88;
- Ladders, Scaffolds and Temporary Work Platforms ..... Part 13: Sec 1–33
- Mobile Equipment ..... Part 5: Sec 75; Part 6: Sec 83; Part 16: Sec 1–55; Part 22: Sec 106–137; Part 28: Sec 33, 38
- Noise, Vibration, Radiation & Temperature - BC OH&S Regulation ..... Part 7: Sec 1–38
- Oil and Gas - BC OH&S Regulation ..... Part 23: Sec 1–89
- Personal Protective Clothing & Equipment - BC OH&S Regulation ..... Part 6: Sec 29-31, Part 8: Sec 1–45; Part 31: Sec 10-26
- Rigging - BC OH&S Regulation ..... Part 15: Sec 1-60; Part 23: Sec 21; Part 24: Sec 82; Part 26: Sec 38, 39.1, 42, Part 28: Sec 31-32
- Rights and Responsibilities - BC OH&S Regulation ..... Part 3: Sec 1-28
- Substance Specific Requirements - BC OH&S Regulation ..... Part 6: Sec 1-132
- Tools, Machinery and Equipment - BC OH&S Regulation ..... Part 12: Sec 1-183
- Traffic Safety - BC OH&S Regulation ..... Part 18: Sec 1-17
- Transportation of Workers - BC OH&S Regulation ..... Part 17: Sec 1-17; Part 22: Sec 44-45; Part 28: Sec 50

Applicable Saskatchewan Occupational Health and Safety Legislation

Saskatchewan Employment Act, Part III

The Occupational Health and Safety Regulations

- Additional Protection for Electrical Workers ..... Part XXX: Sec 450-467
- Asbestos ..... Part XXIII: Sec 330-345
- Chemical and Biological Substances ..... Part XXI: Sec 302-314
- Committees and Representatives ..... Part IV: Sec 38-49
- Confined Space Entry ..... Part XVIII: Sec 266-275
- Demolition Work ..... Part XXVII: Sec 380-388
- Duties ..... Part III: Sec 12-37
- Entrances, Exits and Ladders ..... Part XXIII: Sec 248-256
- Excavations, Trenches, Tunnels and Excavated Shafts ..... Part XVII: Sec 257-265
- Fire and Explosion Hazards ..... Part XXV: Sec 330-345
- First Aid ..... Part V: Sec 50-63
- General Health Requirements ..... Part VI: Sec 64-85
- Hoists, Cranes and Lifting Devices ..... Part XIII: Sec 199-226
- Machine Safety ..... Part X: Sec 134-152
- Noise Control and Hearing Conservation ..... Part VIII: Sec 109-114
- Oil and Gas ..... Part XXIX: Sec 410-449
- Personal Protective Equipment ..... Part VII: Sec 86-108
- Powered Mobile Equipment ..... Part XI: Sec 153-167
- Rigging – Sask OH&S Regulations ..... Part XIV: Sec 227-239
- Right to Refuse Dangerous Work. The Saskatchewan Employment Act Division 5 ..... Sec 31-37
- Safeguards, Storage, Warning Signs and Signals ..... Part IX: Sec 115-133
- Scaffolds, Aerial Devices, Elevating Work Platforms and Temporary Structures ..... Part XII: Sec 168-198
- Silica and Abrasive Blasting ..... Part XXIV: Sec 346-358
- WHMIS – Sask Employment Act ..... Part III: Division 7
- Work in Compressed Air ..... Part XIX: Sec 276-282

Other applicable Government Legislation and regulations include, but are not limited to:

- Traffic Safety Act
- Employment Standards Code/Regulation
- Building Code Regulations
- Canada Labour Code, Canada Occupational Health and Safety Regulations
- National Fire Code of Canada
- Transportation of Dangerous Goods Act

FUNDAMENTAL WORKER RIGHTS POLICY

All workers in Alberta, British Columbia, and Saskatchewan, including those employed by or working with Tri-Energy Services Ltd. are protected by three fundamental health and safety rights. These rights ensure that every worker has a voice in safety matters, access to essential information, and the ability to protect themselves and their coworkers from harm. These rights form the foundation of Tri-Energy's safety culture and are embedded into all operational practices.

Right to Refuse Dangerous Work
Workers have the legal right to refuse any work they believe presents an undue hazard to themselves or others. This right is protected by provincial legislation, and no worker may face reprisal, discipline, or negative consequences for exercising it in good faith.

Tri-Energy Services Ltd. ensures all workers are informed of the company's work refusal policies and procedures through orientations, training, ongoing communication, and accessible written documentation. Workers must immediately report any work refusal to their supervisor so the concern can be assessed and investigated without delay. All work refusal occurrences will be documented, including the reason for the refusal, the investigation findings, and any corrective actions taken. All related work must stop and may not resume until the reported safety concern has been fully assessed, addressed, and verified as safe to continue.

A work refusal is not an interruption to operations, it is a critical safety control that prevents incidents before they occur.

Tri-Energy Services Ltd. will:

- Ensure workers continue to receive pay while a refusal is being assessed and investigated.
- Make certain workers understand the hazards associated with their tasks and know what conditions must be reported.
- Investigate all refusals promptly, in cooperation with the joint worksite health and safety committee or health and safety representative when applicable.
- Never take or threaten discriminatory action against a worker for exercising their rights or fulfilling their legislative duties.
- Assign another worker to the task only after confirming the work is safe, and only after informing that worker of:
    - the original refusal,
    - the reason for the refusal, and
    - their own right to refuse the task if they believe it remains unsafe.

Right to Know
Workers have the right to be informed about hazards in the workplace and to access clear, accurate, and timely health and safety information. This includes physical, chemical, biological, ergonomic, and psychosocial hazards. A well-informed workforce is essential to preventing incidents and maintaining safe operations.

Tri-Energy Services Ltd. will:

Inform workers of all hazards related to their tasks, equipment, tools, and work environment.

- Ensure health and safety information, including procedures, hazard assessments, safe work practices, and emergency plans is readily available and accessible at the worksite.
- Provide ongoing communication and updates when conditions, equipment, or processes change.

Right to Participate
Workers have the right to take an active role in workplace health and safety. Participation strengthens the safety system by ensuring that those closest to the work have a voice in identifying hazards, recommending improvements, and shaping safe work practices.

This includes:

- Taking part in discussions about workplace health and safety concerns.
- Participating in the joint health and safety committee or serving as a health and safety representative when these roles are required or established.
- Reporting hazards, unsafe conditions, and near misses without fear of reprisal.
- Contributing to the development and review of safety procedures, hazard assessments, and corrective actions.

GENERAL HEALTH AND SAFETY POLICY

The purpose of this Health and Safety Program is to establish the minimum requirements for maintaining a safe, healthy, and orderly workplace. This program outlines the responsibilities of employers and workers, and sets expectations for housekeeping, lighting, worker capability, and equipment maintenance to prevent injuries and ensure safe operations.

2. Housekeeping Requirements

The company shall maintain all worksites in a clean, orderly, and hazard-free condition. Effective housekeeping is essential for preventing incidents and ensuring safe access and movement throughout the workplace.

Housekeeping Standards

- Work areas must be kept free from unnecessary materials, debris, and waste.
- Floors, walkways, and access routes must remain clear of slip, trip, and fall hazards.
- Spills must be cleaned immediately using appropriate methods and materials.
- Waste containers must be provided, used, and emptied regularly.
- Tools, equipment, and materials must be stored properly when not in use.
- Accumulations of combustible or hazardous materials must be prevented through regular removal and proper storage.

Supervisors are responsible for ensuring housekeeping expectations are met and maintained throughout the work shift.

3. Lighting Requirements

The company shall ensure that all tasks performed in the workplace have adequate lighting to be completed safely and effectively.

Lighting Standards

- Work areas must be illuminated sufficiently to allow workers to see hazards, read labels, operate equipment, and perform tasks without strain.
- The type of lighting system selected must be appropriate for:
- The level of illumination required for the task.
- The quality and intensity of light needed.
- The electrical classification of the area (e.g., Class I, Division 1 or 2, where applicable).
- Temporary lighting must be installed when natural or permanent lighting is insufficient.
- Burned-out or malfunctioning lights must be reported and replaced promptly.

Supervisors must assess lighting needs during hazard assessments and ensure corrective actions are taken when lighting is inadequate.

4. Worker Capability and Training

The company is responsible for ensuring that workers are capable—both physically and mentally—and adequately trained to perform their assigned tasks safely.

Employer Responsibilities

- Ensure, as far as reasonably practicable, that workers are competent to perform their duties safely.
- Provide training, instruction, and supervision necessary to protect worker health and safety.
- Verify that workers understand the hazards associated with their tasks and the controls required.
- Ensure workers are physically and mentally capable of performing assigned work, including:
- Tasks requiring physical exertion.
- Work involving high-risk activities.
- Work requiring alertness, focus, or specialized skills.
- Reassign workers who are not capable of safely performing a task.

Worker Responsibilities

- Participate in required training.
- Inform supervisors of any limitations that may affect their ability to work safely.
- Follow all safe work procedures and use equipment as trained.

5. Equipment Maintenance Requirements

All equipment used in the workplace must be maintained in safe, suitable, and fully functional condition.

Equipment Standards

- Tools, machinery, and equipment must be inspected regularly and maintained according to manufacturer specifications.
- Defective or damaged equipment must be:
- Removed from service immediately.
- Tagged “Do Not Use.”
- Repaired by a qualified person before being returned to service.
- Preventive maintenance schedules must be established and followed.
- Workers must use equipment only for its intended purpose and must not modify equipment without authorization.
- Records of inspections, maintenance, and repairs must be maintained.
- Proper equipment maintenance reduces the risk of malfunctions, injuries, and operational disruptions.

6. Program Responsibilities

Employer

- Implement and enforce this Health and Safety Program.
- Provide resources necessary to maintain safe conditions.
- Conduct regular inspections and audits to ensure compliance.

Supervisors

- Monitor work areas for compliance with housekeeping, lighting, training, and equipment requirements.
- Correct unsafe conditions and behaviors promptly.
- Ensure workers are trained and competent.

Workers

- Follow all safety rules and procedures.
- Maintain clean and orderly work areas.
- Report hazards, inadequate lighting, or equipment issues immediately.
- Use equipment properly and only when trained.

7. Review and Continuous Improvement

This program shall be reviewed annually or whenever:

- Work processes change,
- New equipment is introduced,
- A significant incident occurs, or
- Regulatory requirements are updated.
- Revisions will be communicated to all workers, and training will be provided as necessary.

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MANAGEMENT OF CHANGE POLICY

Change management is a structured approach for controlling modifications to equipment, processes, personnel, or organizational systems. At Tri-Energy Services Ltd., any change that is not a direct like-for-like replacement must follow the Management of Change (MOC) process. This ensures all proposed changes are properly reviewed, fully understood, and implemented safely. All required details are documented on the Tri-Energy Services Ltd. Management of Change Form.

Change management involves three key ideas: adapting to change, controlling change, and guiding change in a safe and deliberate way. A proactive approach is essential. For Tri-Energy Services Ltd., this means putting clear procedures in place so that changes are evaluated properly, risks are identified, and opportunities for improvement are handled responsibly.

Initiation

The first step is determining whether the proposed change requires an MOC. A consistent process must be in place so that all changes are evaluated the same way. If an MOC is required, the person initiating the change must provide the following information on the MOC form (paper or electronic):

- Name of the person initiating the change
- Type of MOC: full or short; normal or emergency; temporary or permanent
- Relevant dates, including start date and end date (if temporary)
- List of affected equipment or systems
- Technical basis for the change, including:
    - What is being changed?
    - What the change is intended to achieve?
    - Why the change will meet the intended goal?
    - Why the change is safe to implement?

Classification

Classification occurs along six dimensions:

1. Change life cycle: full vs. short; temporary vs. permanent; normal vs. emergency.
2. Object of the change: change to the plant? Documents, personnel?
3. Risk assessment: safety, health, environmental, etc.
4. Work scoping: what groups need to be involved? What documents need to be updated? etc.
5. Approver selection: who shall approve the change and its associated documents?
6. Size of project

Review

Before changes can be made to facilities, equipment or work process, a pre-startup review will be completed during the planning/development stage, which will outline all requirements to be addressed, to ensure that health, safety, environmental, and/or quality standards can be maintained that any other possible hazardous conditions are assessed.

Use

The Management of Change (MOC) system will be used for all changes to organizational processes, equipment, and facilities

- Before a MOC can be put into place, a pre-startup review must be completed prior to the change to ensure that other possible hazards and conditions are assessed properly.
- All parties that will be affected by the change must be involved in the Pre and Post MOC meeting.

MOC - Management of Change

Date: _____ MOC Reference #: _____

Proposed/Requested Change: _____

Originator Name: _____ Originator Signature: _____

Reason for Change:

Documentation Affected:	

Type of Change (check box) ☐ Permanent ☐ Temporary ☐ Emergency

Impact of Change	
Schedule:	
Commercial:	
Operations:	
HSE:	
Regulatory:	
Contractual:	
Cost:	
Other:	

Risk Assessment
☐ High
☐ Medium
☐ Low

Reviewer's Comments (Hazards detected, controls, special considerations):

Authorization:

☐Hazard consequences have been addressed ☐Regulatory requirements are met ☐All affected personnel have been informed

☐All necessary safety affected documents have been revised ☐ Other: _____

Manager's Name and Signature: _____ Date: _____

HAZARD IDENTIFICATION AND ASSESSMENT PROGRAM

A wide range of hazards can exist in any workplace, and the ability to identify, assess, and control those hazards is essential to maintaining a safe, efficient, and legally compliant operation. Effective hazard management protects workers, prevents incidents, and supports Tri-Energy Services Ltd.'s commitment to operational excellence.

Purpose of This Policy
This policy establishes Tri-Energy's framework for hazard identification and risk assessment. Its purpose is to:

- Identify hazards and determine the level of risk they present.
- Eliminate hazards where possible, or implement effective controls when elimination is not practicable.
- Monitor, review, and maintain controls to ensure they remain effective over time.

Hazard communication begins at worker orientation and continues through daily task-specific and site-specific training. Every worker must understand the hazards associated with their duties and the procedures required to mitigate or control those hazards. The primary mechanism for achieving this is the hazard assessment process.

Formal Hazard Assessment
A Formal Hazard Assessment provides a structured review of Tri-Energy Services Ltd.'s operations to identify hazards, evaluate risk levels, and establish appropriate controls. Job tasks are broken down into individual steps to ensure hazards are identified at each stage of the work.

Key expectations include:

- Formal hazard assessments are reviewed annually to ensure they remain accurate and relevant.
- Workers are encouraged to participate in the review process for tasks related to their roles, as their firsthand experience is essential to identifying practical controls.
- Any recommended updates or changes must be submitted to Tri-Energy Services Ltd. for evaluation and approval.

Formal assessments form the foundation of safe work practices, procedures, and training programs.

Field Level Hazard Assessment (FLHA)
A Field Level Hazard Assessment (FLHA), is known as a site-specific hazard assessment, is completed:

- Before work begins at any location outside regularly controlled environments.
- When site conditions change.
- When non-routine or infrequent work is introduced.

FLHA's help identify unexpected or evolving hazards that may not be captured in formal assessments. Any hazards identified during an FLHA must be addressed immediately before work proceeds. Controls must be implemented, communicated, and verified for effectiveness.

Ongoing Hazard Assessment Requirements

Hazard assessments will:

- Involve all affected workers to ensure hazards are accurately identified and controls are practical.
- Be repeated at reasonably practicable intervals, including when new processes, equipment, or significant worksite changes occur.
- Be updated whenever new information becomes available that may affect worker safety.

Contractor workers entering a Tri-Energy Services Ltd. work-site must be informed of existing hazards that may affect their work and must follow all applicable controls and procedures.

Hazard Reporting and Communication
Tri-Energy Services Ltd. will maintain clear lines of authority and uphold hazard reporting requirements to ensure that all relevant information is communicated promptly and effectively. Workers are expected to report unsafe conditions, near misses, and potential hazards as so on as they are identified. Timely communication ensures that hazards are corrected before they result in incidents.

Right to Refuse Unsafe Work
Tri-Energy Services Ltd. respects and upholds every worker's legal right to refuse unsafe or dangerous work. Any refusal will be supported, investigated promptly, and resolved in accordance with applicable legislation and company procedures. No worker will face reprisal for raising safety concerns or refusing work they believe to be hazardous.

HAZARD REPORTING POLICY

Hazard reports are used to alert workers and management to hazardous conditions or deficiencies in work procedures identified at the worksite. These reports help close the gap between regular inspections and formal hazard analyses, enabling Tri-Energy Services Ltd. to maintain a consistently safe work environment. Effective hazard reporting ensures hazards are identified and corrected before an incident occurs.

Reporting Hazards
Employees, contractors, and subcontractors must report any hazard observed at a Tri-Energy Services Ltd. work-site to the appropriate supervisor. All hazards must be documented using the Safety Concern Report, located in the Incident Reporting & Investigation section of this Health and Safety Program.

Each Safety Concern Report must include:

- A clear description of the hazard and its exact location
- The level of risk the hazard presents
- Required control measures and any interim actions taken

All reported hazards must be communicated to a supervisor immediately and investigated without delay. Tri-Energy Services Ltd. is responsible for ensuring that appropriate controls are implemented promptly to reduce the hazard and protect workers.

Communication and Corrective Action
Tri-Energy Services Ltd. will maintain clear lines of authority and uphold hazard reporting requirements to ensure that all necessary information is communicated quickly and effectively to those who need it to work safely. Reoccurring hazards will be reviewed during company safety meetings to verify that long-term corrective actions remain effective.

Once the hazard has been controlled, the investigating supervisor and the reporting worker will complete all required documentation and forward it to management for review.

Training and Worker Preparedness
Workers will receive training in hazard identification as part of their initial orientation, ensuring they are prepared to recognize and report hazards from their first day on the job. Ongoing reinforcement through field-level assessments, toolbox talks, and supervision ensures hazard awareness remains strong throughout all operations.

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HAZARD ASSESSMENT DEFINITIONS

A hazard is any situation, condition, or thing that may pose a danger to the safety or health of workers. A hazard has the potential to cause injury, illness, property damage, or other forms of loss. Potential hazards are those that are foreseeable and reasonably likely to occur.

The purpose of a hazard assessment is to identify both existing and potential hazards and to implement appropriate controls that minimize the likelihood of incidents. A hazard assessment must not focus solely on what is currently wrong—it must also consider what could go wrong. Asking "what if?" is a critical part of the assessment process.
Risk refers to the chance or probability of injury, damage, or loss. For example, the risk of slipping on an icy walkway is high.

Types of Hazard Assessments

There are several ways to conduct a hazard assessment. Two of the most common methods are:

- Formal Hazard Assessments
- Field Level (Site Specific) Hazard Assessments

These assessments may function independently but are most effective when used together.

Formal Hazard Assessments

A formal hazard assessment takes a detailed look at the overall operations of Tri-Energy Services Ltd. to identify hazards, evaluate risk levels, and develop, implement, and monitor appropriate controls. Job tasks are broken down into individual steps to ensure hazards are identified at each stage.

Formal hazard assessments are comprehensive, may involve multiple personnel, and require time to complete. They form a foundational component of the Health & Safety Program and support worker training, safe work procedures, and inspection processes.

As Tri-Energy Services Ltd.'s operations expand or when changes are made to how work is performed—such as new worksites, equipment, processes, or tasks, additional formal hazard assessments will be completed.

Tri-Energy Services Ltd. will ensure that formal hazard assessments are repeated:

- At reasonably practicable intervals to prevent unsafe or unhealthy work conditions
- Before construction of significant additions or alterations to a worksite
- When new operations, work processes, equipment, materials, or products are introduced
- When existing operations, processes, or equipment are modified
- When site-specific assessments, inspections, or investigations identify a previously unrecognized hazard
- According to predetermined review frequencies

Even when no changes have occurred, hazard assessments must be reviewed periodically to prevent the development of unsafe or unhealthy working conditions. To meet Occupational Health and Safety legislative requirements, each hazard assessment must include the date of completion or revision. This ensures a clear record of when the assessment was last updated and helps determine when further review is required.

Each hazard is to be assigned all 3 rankings, and the result determines priority in terms of corrective action.

Exposure		Consequence		Probability	
1	Yearly	1	Minor	1	Unlikely
2	6-months	2	First Aid	2	Some Chance
3	Monthly	3	Medical Aid	3	Could Occur
4	Weekly	4	Permanent	4	Good Chance
5	Daily	5	Fatality	5	Will Occur

2. Prioritize:

While all identified hazards must be addressed, ranking the hazards tells you which hazards you should deal with first. Utilizing the chart below, prioritize on a "worst-first basis," ensuring that the critical items high-risk hazards, are to be reviewed first.

3. Eliminate or control the hazards.

Whenever possible, hazards must be eliminated. Examples include removing tripping hazards or safely disposing of unwanted chemicals. When elimination is not reasonably practicable, hazards must be controlled.

When an existing or potential hazard is identified during a hazard assessment, Tri-Energy Services Ltd. will take appropriate measures to:

- Eliminate the hazard, or
- If elimination is not reasonably practicable, implement effective controls.

When elimination is not possible, the following Hierarchy of Controls must be applied:

- Engineering Controls – Control the hazard at the source.
- Administrative Controls – Control exposure along the path.
- Personal Protective Equipment (PPE) – Protect the worker directly.

4. Implement the selected controls.

- Once hazards have been identified, risk-ranked, and the appropriate control measures selected, Tri-Energy Services Ltd. will ensure the required actions are carried out.
- Tri-Energy Services Ltd. will assign individuals responsible for implementing the selected control measures.
- Tri-Energy Services Ltd. will follow up to confirm that each control or corrective action has been implemented and is effective in eliminating or reducing the hazard. All follow-up activities must be documented as part of due diligence.

5. Communicate the hazards and apply the controls.

Tri-Energy Services Ltd. will ensure all workers understand the hazards and follow the required controls.

Communication will occur through:

- Worker orientation and training sessions
- Worker mentorship
- Safety meetings

6. Monitor the Controls for Effectiveness

Tri-Energy Services Ltd. recognizes that introducing controls may also introduce new or unintended hazards. By regularly monitoring and evaluating controls, confirming workers are following correct procedures, and ensuring equipment is suitable and in good working condition, potential issues can be identified before they impact worker health and safety.

7. Review and Revise the Hazard Assessment as Needed

Workplace conditions change over time. To keep workers safe, Tri-Energy Services Ltd. will review and update hazard assessments whenever new tasks, processes, or equipment are introduced, or when significant changes occur at the worksite.

FORMAL HAZARD ASSESSMENT - CREATION, REVIEW AND REVISION

Formal hazard assessments must be kept current to ensure all new processes, equipment, and tasks are captured. Tri-Energy Services Ltd. will create, review, and revise formal hazard assessments at the following intervals:

- When new operations, work processes, equipment, materials, or products are introduced
- When existing operations, processes, or equipment are modified
- When site-specific hazard assessments, inspections, or investigations identify a previously unrecognized hazard
- At a predetermined review frequency

Formal hazard assessments will also be reviewed at least annually to ensure all required information remains accurate. This review will involve all levels of the organization, including senior management, supervisors, and workers.

Job Task Inventory
A Job Task Inventory is a comprehensive list of job activities and tasks developed through a systematic review of all positions, job descriptions, and field observations within Tri-Energy Services Ltd. For each identified task, the company will specify which job titles or positions are exposed to the associated hazards.

Once the inventory is compiled, Tri-Energy Services Ltd. will:

- Evaluate each task to identify specific health and safety hazards
- Assign a risk rating to each task
- Prioritize tasks on a worst-first basis, ensuring high-risk hazards are addressed first
- Controls: Engineering, Administrative, and Personal Protective Equipment, will then be identified for each hazard.

Tri-Energy Services Ltd.'s Job Task Inventory is located at the back of this Health & Safety Manual. It will be updated as operations change, new tasks or equipment are introduced, and reviewed annually. All tasks rated medium or high have a corresponding Job Hazard Assessment (JHA).

Job Safety Analysis (JHA)
A Job Hazard Assessment is a detailed examination of the hazards associated with a specific job activity or task. The task is broken into basic steps, and each step is analyzed to determine how a worker could be injured or how property could be damaged.
All tasks rated medium or high in the Job Task Inventory require a completed JHA, which is included at the end of this program.

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FIELD LEVEL OR SITE SPECIFIC HAZARD ASSESSMENTS

A Field Level Hazard Assessment, also called a site-specific hazard assessment, is completed before work begins at any site, and again whenever conditions change or non-routine work is introduced. These assessments identify unexpected or evolving hazards and determine whether additional controls are required. Any hazard identified during an FLHA must be addressed immediately before work proceeds. If an FLHA identifies an ongoing hazard that was missed during the formal hazard assessment, the formal assessment must be updated accordingly.

Participation

Tri-Energy Services Ltd. supervisors will lead the hazard assessment process, and all affected workers must participate.

Tri-Energy Services Ltd. will ensure:

- All affected workers are involved in identifying hazards and implementing controls, as required by legislation.
- Individuals leading the assessment are competent, understand the purpose of the assessment, recognize hazards introduced into the work environment, and are aware of the experience and skill level of workers on site.
- Workers receive immediate direction on how to proceed, eliminate the hazard, or apply controls before work begins or continues.

As required by Alberta OHS Code, Part 2, Section 8(2):
"An employer must ensure that workers affected by the hazards identified in a hazard assessment report are informed of the hazards and of the methods used to control or eliminate the hazards."

Frequency

A Site-Specific Hazard Assessment must be completed:

- Before work begins at a new worksite
- When new operations, work processes, equipment, materials, or products are introduced
- When existing operations, processes, or equipment are modified
- When inspections, investigations, or FLHAs identify a previously unrecognized hazard
- Whenever conditions change (e.g., weather, new contractors, new equipment)
- At a predetermined frequency established by Tri-Energy Services Ltd.
- An FLHA must be repeated any time changes are introduced.

To maintain awareness and reinforce safe practices, Tri-Energy Services Ltd. will discuss worksite hazards and controls during regular tailgate meetings and toolbox talks.

FIELD LEVEL HAZARD (FLHA) ASSESSMENT FORM

FIELD LEVEL HAZARD ASSESSMENT (FLHA)

Date:	**Job #:**
Name:	**Client:**
Location:	**Radio Channel:**

JSAs Reviewed (title & #)

Procedures (Check all applicable)	
Scope of work review	
CSS crew safety meeting completed	
Hazard discussion completed	
Permit required for scope	
Permit reviewed by all workers	
All signage present	
Area red taped if necessary	
Safety equipment checked	
Pre-work toolbox talk completed	
Other:	

Task (Check all applicable)	
Air Trailer/Cart spotting and operations	
Area Watch	
Bottle Watch	
CSE Attendant	
Spark Watch	
Lead	
Foreman	
Rig in/out team member	
ERT	
QA Equipment Tech	
Gas Tester/ Downgrader	
Other:	

Personal Limitation Hazards (Check all applicable)	
Traffic/Driving	
Fatigue/long periods standing or sitting	
Breathing air/respirator limitations	
Exertion/heavy lifting	
Working alone	
Working in awkward positions	
Manual lifting/lowering/hauling	
Other:	

Equipment Hazards (Check all applicable)	
Temperature burns	
Stored or trapped pressure or energy	
Overhead work/Suspended loads/Chains	
Electrical current	
Sharp edges	
Pinch points	
Falling from heights (ladders, platforms, etc)	
Air lines in/on traffic line/process equipment	
Low clearances	
Vehicle/trailer/skid movement	
Dim light/low light	
Slippery surfaces	
Lifting/lowering	
Other:	

Worksite Environment (Check all applicable)	
Walking Surfaces (Slips/ Trips/ Falls)	
Limited access/egress	
Vacuum Truck Operation	
High noise levels	
Weather/ Extreme Heat or Cold	
Biological (insect bites, scat, rodents)	
Toxic substances (incl. pesticides, etc)	
Chemical (non toxic cleaners, etc)	
Steam/Vapors	
Radiation	
Flammables/ Combustibles/ Explosives	
Benzene	
NORMs	
H2S	
LEL or other hydrocarbons	
CO	
Other hazardous substances (list)	

Emergency Response
Emergency channel _____
ERT Team Members:
1)
2)
3)
Muster Point(s):
Wind Direction:
Eye wash station:
Safety shower:
Procedure reviewed and understood

CSSOF-HSE-006

Task(s)	Associated Hazard(s)	Initial Risk Level	Control Measures	Risk Level After CM

	Print Name/Company		Signature	
Reviewed By:		1		1
Time Reviewed:		2		2
		3		3
Reviewed By:		4		4
Time Reviewed:		5		5
		6		6
Reviewed By:		7		7
Time Reviewed:		8		8

1. Risk Evaluation- Risk Rating Criteria	
Risk is the likelihood of injury, damage, or loss resulting from exposure to a hazard. Some hazards present a higher level of risk than others. By evaluating the risk associated with each hazard, Tri-Energy Services Ltd. can prioritize which hazards require immediate attention and which can be addressed through longer-term controls.	
Consequence Scale	
5 – Fatality	Multiple fatalities, chronic or irreversible health effects, or extreme property/equipment damage.
4 – Permanent	Severe injury, serious health effects, or significant damage to equipment or property.
3 – Medical Aid	Injuries requiring medical aid or resulting in time loss.
2 – First Aid	Minor injuries requiring first aid, temporary disability, or minimal property damage.
1 – Minor	Insignificant or noticeable effects with no lost time; recordable only.

PROBABILITY	
Probability reflects how likely it is that an incident will occur if the hazard is not controlled.	
Probability Scale	
5 – Will Occur	Expected to occur under normal operating conditions.
4 – Good Chance	Likely to occur during unusual or variable operating conditions.
3 – Could Occur	May occur if a worker is inattentive or if equipment is poorly maintained.
2 – Some Chance	Possible only under abnormal circumstances (e.g., emergency conditions, intentional damage).
1 – Unlikely	A remote possibility; would occur only under extreme or exceptional conditions.

FREQUENCY	
What is the frequency of exposure to the hazard?	
Frequency Scale	
5	**Daily**: Once/two times per day
4	**Weekly**: Once/two times per week
3	**Monthly**: Once/two times per month
2	**Semi-annually**: Once/twice in a 6-month period
1	**Yearly**: Once a year

COMPLETING A FIELD LEVEL HAZARD ASSESSMENT

1. Identify the Tasks for the Day
Tri-Energy Services Ltd. will review the work planned for the day and identify who will be performing it. This includes Tri-Energy workers as well as any subcontractors or trades scheduled to be on site.

2. Identify Hazards
Tri-Energy Services Ltd. will assess all factors that may introduce hazards, including:

- Materials and processes used on site
- Equipment present or expected to arrive
- Environmental conditions (e.g., rain, mud, wind)
- Worker skill, training, and experience levels
- Worker fatigue or extended shifts
- Schedule pressures
- Visitors or additional personnel on site

3. Eliminate or Control the Hazards
All identified hazards must be eliminated or controlled before work begins.

Tri-Energy Services Ltd. will:

- Eliminate hazards wherever possible
- If elimination is not reasonably practicable, implement effective controls

4. Communicate the Hazards and Apply the Controls
Tri-Energy Services Ltd. will ensure affected workers understand the hazards identified and the controls required. Workers must follow the controls as part of safe work practices. Having all affected workers review and sign the completed hazard assessment is an effective way to confirm communication.

5. Repeat When Conditions Change
A hazard assessment must be repeated whenever worksite conditions change. Assessments must be dated and retained for record-keeping.

Any Integration of New Hazards
Any new or previously unidentified hazards noted during a Field Level Hazard Assessment will be evaluated for inclusion in the formal hazard assessment documentation.

Training & Communication
Hazard communication begins during worker orientation and continues through daily task-specific and site-specific training. Workers must understand the hazards they may encounter and the procedures required to eliminate or control those hazards. The most effective way to achieve this is through active involvement in the hazard assessment process.

Key personnel responsible for conducting or facilitating hazard assessments will receive training to ensure they understand the assessment process, the types of hazards that may be introduced, and how to guide workers through effective hazard identification and control.

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HAZARD ASSESSMENTS

Review
If conditions change during the workday and new hazards are introduced, a new hazard assessment must be completed and all corrective actions documented. Formal hazard assessments must also be reviewed at least annually. Workers are encouraged to participate in these reviews as they relate to their tasks. Any recommended updates or changes must be submitted to Tri-Energy Services Ltd. for consideration.

Dangerous / Unsafe Work
Some hazards are significant enough to create a dangerous condition. Workers have the right—and in some jurisdictions, the obligation—to refuse work they believe poses a danger to themselves or others.

Alberta Occupational Health & Safety Act
A worker may refuse to work, or to perform a specific task, if they have reasonable grounds to believe a dangerous condition exists or that the work poses a danger to their health and safety or that of another person.

British Columbia Occupational Health and Safety Regulation
A person must not perform or direct work if they have reasonable cause to believe it would create an undue hazard to the health or safety of any person.

Saskatchewan Employment Act
A worker must refuse to perform any act they reasonably believe is unusually dangerous to their health or safety or to the health or safety of others at the workplace.

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JOB HAZARD ASSESSMENT (JHA) ASSESSMENT FORM (SAMPLE)

JHA - Job Hazard Assessment

Client:	**Project:**	**JHA Assessment Date:**	March 2026	**Task Commencement Date:**	
Type of work performed:	**Working at Heights**	**Supervisor (s):**		**JHA Author (s)**	Curtis Gowler, HSE Manager

PPE REQUIRED FOR WORK TASK:	**Required personal protective equipment (PPE) shall be worn in accordance with all site-specific requirements. PPE expectations may change at any time, and workers are responsible for adhering to the highest applicable PPE standard at all times.** 4 head gas monitors (bumped and calibrated) to be worn on the upper portion of the body at all times, gloves appropriate for task and conditions, approved hearing protection when required (over 85dBA), CSA "Green Triangle" Safety Footwear, FR Coveralls with reflective striping, CSA Approved Hard Hat, CSA approved eye protection appropriate for task and conditions. All PPE applicable to the site requirements.

No one may perform any work on this site without first reviewing, understanding, and signing off on this JHA.

TASK	Pre Control	JOB HAZARDS	• CONTROLS	Post Control
Pre-Job Planning & Communication of Hazards	M	• Job scope not understood by all personnel • New employees to site/young workers • Improper planning and communication • Emergency procedure not known • Improper PPE/ tools/equipment for job • Insufficient lighting	• All new personnel must attend Tri Energy orientation. • All workers must attend a pre-job meeting/toolbox before starting work, review muster points. • Short-service workers must be assigned a mentor and complete required Tri Energy SSW docs. • Applicable JHAs must be reviewed and signed. • Supervisors working in the same area must meet before the daily tailgate to share work plans and hazards, then relay that information to their teams. • Complete the required permit for the work scope • Update or complete a new FLHA when scope or conditions change. • FLHAs must be completed at the work-face to confirm all hazards and controls are understood. • Supervisors/Leaders must review and sign all FLHAs.	L
Obtain Appropriate Safe Work Permit	M	• Miscommunication, misunderstanding or lack of information. • Incomplete documentation. • Incomplete scope of work/operations.	• No work to be performed without a valid, applicable SWP. • Inspect the permit by reviewing elements of the work scope and the written instructions. • Review the permit with workers prior to commencing work to establish that no conditions have changed or were missed – all workers involved in the task must sign on to the permit. • Verify that the worker understands the entire scope of work prior to signing the permit by actively reviewing it with them.	L
Working at Heights	H	• Equipment failure • Insufficient anchor points/anchor placement • Falling from heights • Tripping will access/egress work areas • Dropping tools/equipment	• All workers must have current, approved fall protection training certification. • All work over 3 meters in height from the ground or next solid working level will be done with the use of a fall protection system. • Mandatory 100% tie off to appropriate connection locations • Anchor points to be selected to withstand 5000 lbs of force in the event of a fall and that they are positioned at minimum shoulder height whenever possible/practical. • Fall Protection Rescue Plan will be completed and understood by all personnel. • All workers required to use fall protection systems will be trained in their use and limitations. • All workers working in aerial work platforms will be trained in their use and limitations and will use a fall protection system when on board. • All guards and safety devices will be in place and functioning when aerial work platforms are in use. • Areas below workers working at height will be barricaded to prevent other personnel from entering. • Tools to be tethered and a 'no go zone' maintained around the drop zone area.	L

JHA - Job Hazard Assessment

Housekeeping	L	• Trip and slip hazards from uneven ground or poor housekeeping ie - materials, tools, garbage, debris not put in their proper place. • Manual lifting/handling or heavy items causing back injury or musculoskeletal issues.	• Be aware of footing and loose materials that pose a tripping risk. Clean as you go and put any garbage in bins. • Workers will organize materials, tools and equipment and put them away at the end of shift. • Proper Lifting techniques used - lift with legs not back and utilize the buddy system. • Tag out defective tools remove for repair or replacement. • Power off when not in use.	L

Leadership Sign Off

Operations Manager	Name:	Signature:	Date:
Supervisor	Name:	Signature:	Date:
HSE Manager	Name: Curtis Gowler	Signature:	Date:

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HAZARD ELIMINATION AND CONTROL

Hazard Controls

If an existing or potential hazard is identified during a hazard assessment, Tri-Energy Services Ltd. will eliminate the hazard whenever reasonably practicable. When elimination is not possible, controls will be implemented following the Hierarchy of Controls, in the order of most effective to least effective:

1. **Elimination**: Remove the hazard entirely.
2. **Substitution**: Replace the hazard with a safer alternative.
3. **Engineering** Controls: Control the hazard at its source.
4. **Administrative Controls:** Reduce exposure by changing how work is organized or performed.
5. **Personal Protective Equipment (PPE):** Protect the worker directly when higher-level controls are not sufficient.

Hazard controls must be identified and developed for all hazards documented in formal and site-specific assessments. Controls will be established:

- In accordance with the full Hierarchy of Controls
- To meet all legislative requirements
- With priority given to high-hazard items
- With input from workers affected by the hazards
- With clear assignment of responsibilities for implementation
- With ongoing monitoring and evaluation after implementation

Combination of Control Methods

Some hazards require multiple control methods to reduce risk to the lowest level practicable. Tri-Energy Services Ltd. will use combined controls whenever they provide a greater level of worker protection.

Elimination

Elimination removes the hazard entirely and is the most effective control method.

Examples include:

- Eliminating manual handling by using mechanical lifting devices
- Eliminating the need to elevate workers or materials
- Removing fire hazards by using non-combustible materials
- Removing protruding objects
- Repairing leaks to eliminate toxic fumes
- Removing and disposing of defective ladders

Substitution

When elimination is not practicable, substitution replaces the hazard with a safer alternative.

Examples include:

- Installing additional outlets to eliminate extension cords
- Replacing hazardous chemicals with less hazardous ones
- Replacing manual tasks with mechanized equipment
- Using wet methods instead of dry sanding or sweeping
- Replacing ineffective PPE with more effective options

Engineering Controls

Engineering controls isolate workers from hazards or control hazards at the source. These controls provide a high level of protection and are preferred when elimination or substitution is not possible.

Examples include:

- Installing security fencing to control access
- Adding lighting to improve visibility
- Designing process or procedural changes
- Establishing lockout/tag-out systems
- Installing noise barriers or suppressors
- Ensuring vehicles have operational seat-belts
- Engineering controls should be considered at the conceptual stage of any project.

Administrative Controls

Administrative controls reduce exposure by changing how work is organized or performed. These controls do not remove the hazard but limit the potential for harm.

Examples include:

- Developing safe work practices, procedures, and rules
- Establishing maintenance programs for tools, equipment, vehicles, and facilities
- Implementing strong housekeeping practices
- Monitoring all aspects of the health and safety program
- Rotating workers to reduce exposure
- Providing training and refresher training
- Conducting regular inspections and safety tours

Personal Protective Equipment (PPE)

PPE is the last line of defense and must be used when higher-level controls do not provide adequate protection. PPE may supplement other controls but must not replace feasible higher-level controls.

When PPE is required, Tri-Energy Services Ltd. will:

- Determine where and when PPE is required
- Select appropriate PPE for the hazard
- Ensure workers are trained in proper use, care, and maintenance
- Enforce PPE use in accordance with Tri-Energy's PPE Policy

Examples of PPE-critical tasks include

- Welding, cutting, spraying, grinding
- Confined space entry
- Operating vehicles (seatbelts and restraint devices)
- Management must be familiar with all PPE requirements.

Communication

All hazard controls identified through the hazard assessment process will be communicated to affected workers to ensure understanding and compliance.

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PERSONAL PROTECTION EQUIPMENT (PPE) POLICY

Personal Protective Equipment (PPE)

Personal Protective Equipment (PPE) is the **last line of defense between workers and workplace hazards**. PPE requirements apply to all Tri-Energy Services Ltd. workers, subcontractors, visitors, and client representatives.

Where it is not reasonably practicable to protect workers through elimination, substitution, engineering controls, or administrative controls, Tri-Energy Services Ltd. will ensure that every affected worker uses suitable and adequate PPE.

All workers will receive training in the use, care, maintenance, limitations, and storage of PPE. This training will be documented on the Tri-Energy Services Ltd. PPE Training Form. When specialized PPE is required, Tri-Energy Services Ltd. will supply it and ensure workers are trained in its proper use and maintenance. All specialized PPE will be maintained according to manufacturer specifications.

All PPE must comply with:

- Alberta OHS Code – Part 18
- British Columbia OHS Regulation – Part 8
- Saskatchewan OHS Regulations – Part VII
- Any site-specific or client-specific PPE requirements
- No PPE may be modified or altered in any way that contradicts manufacturer instructions or OHS legislation.

Defective Equipment

Any PPE that is damaged, defective, or of questionable reliability must be removed from service immediately. Such equipment will be tagged “OUT OF SERVICE” and will not be returned to use until repaired and inspected by a qualified person.
PPE must not create additional hazards. Tri-Energy Services Ltd. will ensure PPE is properly selected, fitted, and used so that it does not endanger the worker.

Examples of PPE-related hazards include:

- Toe caps used instead of proper protective footwear, creating tripping hazards
- Poorly fitting chemical-resistant suits that do not seal at wrists or ankles
- Face shields obscured by dirt or debris, reducing visibility

PPE Responsibilities

Tri-Energy Services Ltd. will ensure:

- Workers wear PPE appropriate for the hazard
- PPE is used correctly and consistently
- PPE is maintained in good condition and capable of performing as designed
- Workers are trained in the correct use, care, limitations, and maintenance of PPE
- PPE use does not itself endanger the worker

Workers will:

- Use and wear PPE properly, as trained and instructed
- Inspect PPE before each use
- Not use PPE that is damaged or unable to perform its intended function

PPE PRACTICES

Selection of Personal Protective Equipment

PPE selection at Tri-Energy Services Ltd. will be based on the following:

- Results of the hazard assessment
- Safety Data Sheets (SDS)
- Customer or client requirements
- Applicable Occupational Health and Safety legislation
- Relevant CSA standards

PPE must always be selected to match the specific hazard and the specific task.

PPE Training

Incorrect or improper use of PPE can create additional hazards or impair worker performance. Workers must ensure PPE fits properly and is appropriate for the task. PPE requirements must be re-evaluated regularly as work conditions and hazards change.

Workers will receive training in the proper selection, inspection, maintenance, use, and cleaning of PPE. Training will include:

- How to select the correct PPE
- How to use PPE properly
- How PPE works, including performance and limitations
- Proper fitting techniques
- How to conduct pre-use inspections
- How to identify and report defects or faults
- Procedures to follow in the event of PPE failure
- Where maintenance records for specialized PPE are kept

How to clean and store PPE safely

Training will be delivered by a Tri-Energy Services Ltd. supervisor as part of on-the-job instruction, with refresher training provided at regular intervals. Specialized PPE requires more frequent refresher training, particularly when the equipment is not used regularly. All PPE training will be documented on the Tri-Energy Services Ltd. PPE Training Form.

PPE Maintenance

PPE must be inspected before each use. Damaged, worn, or broken PPE will not provide adequate protection.

Workers must:

- Inspect PPE before use
- Clean PPE after use
- Store PPE in a safe location away from sunlight, contaminants, or physical damage
- Tri-Energy Services Ltd. will maintain records for specialized PPE in accordance with manufacturer requirements.

CSA Standards

Many regulations reference Canadian Standards Association (CSA) standards to identify equipment that meets required safety performance criteria. CSA develops standards to enhance health and safety, and CSA Group tests and certifies products that meet these standards. Certified equipment will display the CSA mark.
For respiratory protection, NIOSH (National Institute for Occupational Safety and Health) standards and approvals are commonly referenced throughout North America.

CAN / CSA	Stands for "Canada and the Canadian Standards Association"
Z94	Lettering between CAN/CSA and the last two digits represent the internal CSA coding of the relevant standard.
92	The last two digits indicate the year issued, and there are revisions every 4 years.

Technological and research developments result in regular updates to standards. When the standard is updated, the end of the CSA reference number changes. The new standard becomes the standard that applies. Tri-Energy Services Ltd. will ensure to use the most up to date standard.

Safety Footwear

(Legislative reference: Alberta OHS Code Part 18, s.233; BC OHS Regulation Part 8, s.8.22; Saskatchewan OHS Regulations Part VII, s.96)

Tri-Energy Services Ltd. will ensure that workers wear safety footwear appropriate to the hazards associated with their work and that the footwear is maintained in a condition that allows it to perform as designed.

Tri-Energy Services Ltd. will ensure that:

- All safety footwear meets the most current CSA Standard for Protective Footwear
- Footwear is appropriate for the specific work and associated hazards
- Approved safety footwear will display the CSA Green Triangle on the side or tongue of the boot or shoe.

Workers must ensure:

- Safety footwear is inspected daily to confirm it continues to provide traction and protection
- Footwear is securely laced and tied; loose or improperly worn boots can create tripping hazards or fall off during work

Protective Headgear

(Legislative reference: Alberta OHS Code Part 18, s.234; BC OHS Regulation Part 8, s.8.11; Saskatchewan OHS Regulations Part VII, s.91)

Where there is a foreseeable danger of head injury, Tri-Energy Services Ltd. will ensure workers wear protective headgear appropriate to the hazards and maintained in a condition that allows it to perform as designed.

- Where a significant risk of lateral impact exists, workers must wear CSA-approved lateral-impact helmets.
- Tri-Energy Services Ltd. will ensure that head protection:
- Meets the most current CSA Standard for Industrial Protective Headwear
- Is appropriate for the work and associated hazards
- Fits properly and is adjusted so the suspension system distributes load evenly
- Best industry practice is to wear the hard hat with the brim facing forward.

Hard Hat Inspection & Maintenance

Hard hats must be inspected daily and replaced if:

- The suspension system is worn
- The shell is punctured, split, cracked, brittle, or otherwise compromised
- The hard hat has sustained an impact, even if no damage is visible
- Hard hats must be kept clean and free of solvents, adhesives, grease, and oil. Exposure to excessive heat, such as leaving a hard hat on a vehicle dashboard or near heat registers, can weaken the shell.

CSA International advises against applying stickers to hard hats because:

- Adhesives may degrade the plastic shell
- Metallic stickers may create heat-conducting “hot spots”
- Stickers may hide cracks or other damage

Maintenance best practices:

Do

- Replace hard hats that are pitted, cracked, holed, or brittle
- Replace hard hats after any impact
- Remove from service any hard hat of questionable integrity
- Replace components according to manufacturer instructions
- Consult regulations or suppliers for proper headgear selection

Do Not

- Drill, cut, or alter the shell or suspension
- Use solvents or paints on the shell
- Place chinstraps over the brim on incompatible models
- Store or carry items inside the hard hat while wearing it

Eye Protection

(For Legislative reference see: Alberta OH&S Code Part 18 sect 229; British Columbia OHS Regulations Part 8, sect 8.14; Saskatchewan OH&S Regulations Part VII, sect 93)

Where there is a risk of irritation or injury to the face or eyes of a worker from flying objects or particles, splashing liquids, molten metal, or ultraviolet-visible or infrared radiation, Tri-Energy Services Ltd. will ensure the worker uses industrial eye protection, safety glasses, or face protector and that it is in a condition to perform the function for which it was designed.

Tri-Energy Services Ltd. will ensure the worker to use properly fitting eye protection equipment that is:

- Approved to CSA Standard Z94.2-14
- Is appropriate to the work being done and the hazard involved.
- When eye protection is required at a worksite, prescription eye-wear may be worn if it complies with legislation and standards. Close-fitting splash-resistant goggles must be worn when handling chemicals, where required by Safety Data Sheets, signage, or where indicated by a hazard assessment.

Workers should ensure:

- The eye protection fits properly (close to the face).
- Clean eye protection daily, more often if needed.
- Store eye protection in a safe, clean, dry place when not in use.
- Examine eye protection regularly and before the start of each workday to ensure it is clean and free from scratches that could hamper the view.

Gloves - Hand Protection

(For Legislative reference see: Alberta OH&S Code Part 18, sect 242; British Columbia OHS Regulations Part 8, sect 8.19; Saskatchewan OH&S Regulations Part VII, sect 97)

Where there is a risk of irritation or injury to the hands or arms of a worker, which includes, but is not limited to:

- Injury arising from contact with chemical or biological substances.
- Injury arising from exposure to work processes that result in extreme temperatures.
- Injury arising from prolonged exposure to water.
- Puncture abrasion or irritation of the skin.

Tri-Energy Services Ltd. will ensure a worker uses suitable and properly fitted hand or arm protection, and that it is in a condition to perform the function for which it was designed. Where a worker may contact an exposed energized high voltage electrical conductor, Tri-Energy Services Ltd. shall ensure the worker uses approved rubber-insulating gloves, mitts, and approved rubber-insulating sleeves.

Tri-Energy Services Ltd. will ensure that the worker wears properly fitting gloves that:

- Meets the requirements of CSA Standard (current version).
- Is appropriate to the work being done and the hazard involved.

There are many other types of gloves, with selection depending on the hazards involved. The right glove to fit the job is one that provides safety as well as performance.

Coated Gloves • Chemical- or liquid-proof gloves fall under the coated-glove category. • To be fully chemical or liquid-proof (not just resistant), the glove must be fully coated, not partially coated.	**Cut-Resistant Gloves** Cut-resistant gloves are required when workers face hazards involving sharp tools, blades, sheet metal, glass, or any equipment capable of slicing or cutting. These gloves must meet an appropriate cut-resistance rating, such as: • ANSI/ISEA 105 Cut Level A2–A9, depending on task severity, or • EN 388 Cut Level B–F (ISO 13997 method) The selected glove rating must match the assessed hazard level in the task's hazard assessment.
Anti-Vibration Gloves Used for specialized tasks involving high-vibration tools such as chainsaws, grinders, nail guns, and sanders. These gloves include additional padding to help reduce the risk of Hand-Arm Vibration Syndrome (HAVS) caused by repeated vibration exposure.	**Electrical Hazard Gloves** Electrical-rated gloves must be worn when working on or near energized electrical equipment. These gloves are rated under NFPA 70E and classified by the maximum voltage they can safely withstand. Only gloves with the correct class rating for the task may be used.
General Purpose Gloves Available in jersey, canvas, or string-knit materials. They fall into two main categories: • **Drivers' Gloves:** Thin leather gloves providing general-purpose protection against abrasion and minor punctures. • **Leather Palm Gloves:** Offer stronger protection against abrasion and puncture hazards for heavier tasks.	**Heat-Resistant Gloves** Heat-resistant gloves may be: • Flame-resistant • High-heat resistant • Convection-heat resistant • Or a combination of the above Selection depends on the specific heat source and exposure level.
Welding Gloves • Constructed from leather with heat-resistant panels. • Available in MIG, TIG, and specialty models depending on dexterity and heat-exposure requirements.	**High-Visibility Gloves** • Available in high-visibility orange or lime. • Offered in day-use and night-use versions to improve worker visibility in low-light or high-traffic environments.

Worker Responsibilities for Glove Use

Workers must ensure that gloves:

- Are appropriate for the hazards involved and selected according to the task-specific risk assessment. Gloves must also fit properly to provide full protection and dexterity.
- Are easily accessible and stored in a safe, clean, and dry location when not in use to prevent contamination or premature wear.
- Are inspected regularly, including before the start of each workday, to confirm they are clean, intact, and free of cuts, tears, punctures, chemical degradation, or any other damage that could reduce their protective performance.

Hearing Protection

(For legislative reference: Alberta OH&S Code Part 16, s.222; British Columbia OHS Regulations Part 7, s.7.7; Saskatchewan OH&S Regulations Part VII, s.99)
Where workers are exposed to noise hazards, Tri-Energy Services Ltd. will ensure that appropriate hearing protection is worn and maintained in a condition that allows it to perform as designed. Hearing protection with a Noise Reduction Rating (NRR) of 25 or higher must be worn whenever noise levels exceed 85 dBA, or where noise hazards are identified through signage, monitoring, or other means on the worksite.

- Tri-Energy Services Ltd. will ensure that workers use properly fitting hearing protection that:
- Meets the required Noise Reduction Rating (NRR) for the identified hazard.
- Meets the most current CSA Standard for hearing protection devices.
- Is appropriate for the task, the environment, and the specific noise hazard involved.

Supplemental Hearing Protection Information
Ear Protection Types

Ear Plugs

Earplugs work by sealing the ear canal from the noise source. Proper insertion is critical—incorrectly inserted earplugs reduce both comfort and effectiveness. Earplugs may also reduce the ability to hear alarms or communicate with co-workers.

- Foam earplugs are single-use and must be discarded after removal.
- Reusable earplugs are made of more durable materials and may include a band or cord that allows them to hang around the neck when not in use.

Canal Caps
Canal caps are similar to earplugs but are designed to cover the ear canal rather than being inserted into it. Some workers prefer canal caps because they avoid insertion into the ear canal. Most models include a band or string for easy storage around the neck when not in use.

Earmuffs
Earmuffs seal the entire ear with a cushioned cup, providing a comfortable and effective barrier against noise. They are well-suited for intermittent use, though some workers may find them warm during extended wear.
Earmuffs are also available with integrated communication systems, including radio or Bluetooth capability, for tasks requiring clear communication in high-noise environments.

Noise Exposure Table - Required Hearing Protection

Noise Level (dBA)	Example Sources	Required Protection	Notes / Requirements
≤ 85 dBA	Normal conversation, light equipment	No hearing protection required	Monitoring still required if exposure is prolonged or variable.
> 85 dBA – 95 dBA	Power tools, generators, compressors	NRR 25+ earplugs or earmuffs	Mandatory hearing protection. Fit must be verified.
95 dBA – 105 dBA	Chainsaws, impact tools, heavy equipment	NRR 25+ earmuffs OR dual protection (earplugs + earmuffs)	Dual protection recommended when exposure is continuous.
105 dBA – 115 dBA	Jackhammers, grinders, drilling rigs	Dual protection required (earplugs + earmuffs)	Exposure time must be minimized; engineering controls should be evaluated.
> 115 dBA	Gunshots, explosive tools, catastrophic noise events	Dual protection required + administrative controls	Workers must not be exposed without engineered noise reduction.
Impulse noise > 140 dBA	Explosive actuated tools, sudden pressure waves	Dual protection required	Exposure must be controlled; consult supervisor or safety lead.

How to Use This Table in the Field

- If noise exceeds 85 dBA, hearing protection is mandatory.
- If you are unsure of the noise level, default to NRR 25+ protection.
- For high-noise or impulse environments, dual protection is the standard.
- Always match the device to the CSA Standard and ensure proper fit.

Flame-Resistant Clothing (FRC)

(Legislative reference: Alberta OH&S Code Part 18, s.232; BC OHSR Part 8, s.8.31; Saskatchewan OH&S Regulations Part VII, s.94)

Where there is a risk of fire, explosion, flash fire, or electrical flash-over, Tri-Energy Services Ltd. will ensure workers wear flame-resistant outerwear and any additional PPE appropriate to the identified hazard.

Workers must ensure that all clothing worn beneath FRC and against the skin is made of flame-resistant fabrics or natural fibres that do not melt when exposed to heat.

Where sparks, molten metal, or radiant heat present a hazard, Tri-Energy Services Ltd. will ensure workers use approved protective clothing, covers, or equivalent safeguards. Outer flame-resistant clothing must:

- Meet the most current CSA Standard
- Be appropriate to the specific hazard and task

Where arc flash hazards exist, workers must use CSA-compliant arc-flash-rated protection appropriate for the work being performed.

Care and Maintenance of FRC
Workers must:

- Keep FRC clean and well maintained; remove flammable soils, oils, and contaminants.
- Follow the manufacturer's cleaning instructions.
- Replace garments showing wear, damage, contamination, or compromised integrity.
- Inspect FRC daily to ensure it is clean, intact, and able to protect as intended.
- Wear properly fitting FRC, garments must allow space between underlayers and outer FRC, creating an insulating air gap that reduces heat transfer during a flash fire.

High-Visibility Clothing
(Legislative reference: Alberta OH&S Code Part 12, s.194; BC OHSR Part 8, s.8.24)
When workers are exposed to hazards such as moving traffic, mobile equipment, or low-visibility conditions, Tri-Energy Services Ltd. will ensure workers wear high-visibility clothing that is maintained in a condition suitable for its intended protective function.

High-visibility clothing must:

- Meet the most current CSA Standard
- Fit properly and be appropriate for the task and hazard
- Provide clear visibility to distinguish workers from their surroundings

High-visibility apparel reduces the risk of struck-by incidents by increasing worker visibility in all lighting conditions.
Care and Maintenance of High-Visibility Clothing
Workers must:

- Keep high-visibility apparel clean and well maintained; dirt and contamination reduce reflectivity.
- Replace garments showing wear, fading, contamination, or damage.
- Inspect high-visibility clothing daily to ensure it is clean, intact, and able to protect as intended.

High-Visibility Clothing - General Information
Fluorescent Material
Fluorescent materials convert ultraviolet light into visible light, enhancing daytime visibility, especially at dawn and dusk. They require natural sunlight to function effectively and provide strong contrast against most backgrounds.
Retro-reflective Material
Retro-reflective materials return light directly back to its source (e.g., vehicle headlights). They are most effective in low-light or night-time conditions. They provide minimal benefit in bright daylight due to low contrast with the environment.

High-Visibility Clothing Selection Criteria
Coverage

- Larger, brighter garments provide better visibility.
- 360° visibility is required for full protection.
- Contrasting stripes improve visibility and help identify worker movement.
- Background material provides daytime visibility; stripes provide nighttime visibility.

Other Requirements
Depending on the job, garments may require:

- Flame resistance
- Thermal protection
- Water resistance
- Durability
- Comfort and breathability
- Tear-away features
- Flexibility for movement

Fit

- Garments must be properly fitted and worn correctly (secured, not loose).
- Consider layers worn underneath.
- Garments must not be covered by other PPE or equipment (e.g., tool belts, gauntlets).
- Materials must not cause irritation and should be lightweight and comfortable.

Brightness

- Daylight: Fluorescent colours provide the best visibility.
- Low light (dawn/dusk): Fluorescent + retro-reflective materials recommended.
- Dark conditions: Retro-reflective materials provide the highest visibility; fluorescent materials are ineffective at night.

Colour

CSA-approved background colours:

- Fluorescent or bright yellow-green, orange-red, or red
- Stripes (combined-performance or retro-reflective) must contrast with the background material.

Design Requirements (CSA Standard)

High-visibility garments must include:

- A symmetric “X” on the back
- Two vertical front stripes from shoulders to waist
- A horizontal waist stripe encircling the torso
- For Class 3 apparel: stripes encircling both arms and both legs
- Stripes must provide 360° visibility

Stripes may be retroreflective or combined-performance material.

TRI ENERGY SERVICES LTD

FALL PROTECTION - CODE OF PRACTICE

(Legislative reference: Alberta OH&S Code Part 9; BC OHSR Part 11; Saskatchewan OH&S Regulations Part VII, ss.102–107)

Tri-Energy Services Ltd. will ensure workers use an appropriate fall protection system at any temporary or permanent work area where:

- A worker may fall three (3) metres or more, or
- There is an unusual possibility of injury if a worker falls less than three (3) metres

Fall hazards identified during the hazard assessment may include, but are not limited to:

- Elevated work platforms
- Roofing activities
- Framing
- Exposed edges
- Structural steel erection

If the hazard assessment identifies potential fall exposure, a Fall Protection Plan must be developed to ensure hazards are eliminated or controlled.

Fall Protection Equipment types

- Travel Restraint
- Fall Arrest

Travel Restraint System:

A travel restraint system keeps you from getting too close to an unprotected edge. Also, a full-body harness is recommended for this work activity. Travel restraint systems are used where fall arrest is impractical.

Client-Specific Requirements

Hiring client fall protection requirements may exceed the minimum standards set out in legislation, industry best practices, or this Code of Practice. All company employees are required to understand, meet, and maintain full compliance with these enhanced client-specific requirements whenever working on client sites, without exception.

Fall Arrest System:

A fall arrest system is designed to stop a worker's fall after it has begun and to minimize the forces exerted on the body during the arrest. A complete fall arrest system consists of a full-body harness, a shock-absorbing lanyard or self-retracting lifeline, and a certified anchor point capable of withstanding the required load forces. The full-body harness distributes arresting forces across the thighs, pelvis, chest, and shoulders to reduce the risk of injury. The shock-absorbing lanyard or SRL reduces the impact forces generated during a fall by gradually decelerating the worker. The anchor point must be positioned and rated to prevent the worker from striking the ground or any lower level, and must meet all legislated strength requirements.

A properly configured fall arrest system must be inspected before each use, maintained in accordance with manufacturer specifications, and used only by workers who have received current, valid fall protection training.

Guard Rails

Guardrails must be used as the primary means of fall protection whenever it is practicable to do so. Where guardrails cannot be installed or do not provide adequate protection, alternative fall protection systems must be implemented to ensure worker safety.

Training:

All workers who perform tasks at height or who may be exposed to a fall hazard are required to have current, valid fall protection training and certification. Training must be delivered by a competent provider and must cover the selection, inspection, use, limitations, and care of fall protection systems and equipment.
Workers must maintain valid certification at all times while performing work that involves fall hazards. Proof of certification must be provided upon request and kept on file for verification and compliance purposes.

Fall Arrest Rescue Planning

Before any worker uses a fall arrest system at a work site, a Fall Arrest Rescue Plan must be developed, communicated, and understood by all affected workers. The plan must ensure that:

- A prompt and safe rescue can be performed without relying on emergency services as the primary method
- All workers involved know their roles and responsibilities during a rescue
- Appropriate rescue equipment is available, inspected, and ready for use
- The rescue method prevents suspension trauma and minimizes additional risk to the worker and rescuers

No worker may use a fall arrest system unless a site-specific rescue plan is in place and all workers have been trained in its procedures.

Anchorage Point:

Whether you are using travel restraint or fall arrest, your lifeline must be adequately anchored. Fall arrest anchorage must be able to support 17.8 kilo-newtons.

Inspection:

Inspection of the personal fall arrest equipment is required prior to use. The equipment is subject to tremendous loads during a fall, so always follow the manufacturer's recommendations when inspecting your equipment.

Here are several things to look for:

- Frayed edges, broken fibers, burn marks, deterioration, & other visible signs of damage to the nylon webbing on body harnesses.
- Check rings and buckles for damage.
- Any fall protection equipment found to be damaged, defective, or showing signs of deterioration must be immediately removed from service. Defective equipment shall not be used under any circumstances and must be tagged, reported, and taken out of circulation until it is repaired or replaced."

Respiratory Protection:

When a worker is or may be exposed to an airborne contaminant or a mixture of airborne contaminants in a concentration exceeding their occupational exposure limits, the atmosphere has or may have an oxygen concentration of less than 19.5 percent by volume, or is exposed to an airborne bio-hazardous material, respiratory protection is required. Tri-Energy Services Ltd. will provide, and ensure the worker use respiratory protection that it is in a condition to perform the function for which it was designed. Respiratory protection will:

- Meet the most current CSA Standard Selection, Use and Care of Respirators
- Be appropriate to the risk.

Limb and Body

(For Legislative reference see: Alberta OH&S Code Part 18, sect 242; British Columbia OHS Regulations Part 8, sects 8.19 & 8.21; Saskatchewan OH&S Regulations Part VII, sects 94, 95, 97)

If a worker may be exposed to hazards that could injure their hands, arms, legs, or torso, Tri-Energy Services Ltd. will ensure the use of properly fitted, CSA-compliant protective equipment selected to match the task and the hazards present.

TRI-ENERGY SERVICES LTD

ASBESTOS - CODE OF PRACTICE

Asbestos is a well-recognized health hazard and is strictly regulated across construction and general industry. Approximately 1.3 million workers are estimated to face significant asbestos exposure on the job. The highest-risk exposures occur during renovation, demolition, or any activity that disturbs asbestos-containing materials (ACMs).

Common Sources of Asbestos Exposure

- Workers may be exposed to airborne asbestos fibers when disturbing or removing materials such as:
- Insulation containing asbestos, including insulation on hot water pipes and tanks
- Roofing shingles, roofing felt, or exterior siding containing asbestos
- Vinyl asbestos floor tiles that are sanded, broken, or scraped
- Soundproofing or acoustic ceiling tiles containing asbestos
- Plaster containing asbestos, including acoustical plaster
- Asbestos-containing materials that are sawed, drilled, cut, or smoothed
- Older surface treatments containing asbestos, including:
    - Roofing compounds (e.g., tar paper)
    - Spackling compounds
    - Sealants, paint, putty, and caulking
    - Drywall and joint compounds

Types of Asbestos

The most common types of asbestos are chrysotile, amosite, crocidolite and tremolite.

- **Chrysotile (white/cream/light grey):** The most widely used form, representing 80–90% of commercial applications.
- **Amosite (brown):** Found in sprayed insulation, heat-resistant products, and asbestos-cement materials requiring added strength.
- **Crocidolite (blue/blue-grey):** No longer used and now banned. Historically used in sprayed fireproofing, insulation, gaskets, and asbestos-cement pipe.
- **Tremolite (white to light green):** Rarely used commercially and seldom encountered as insulation.

Relative toxicity:
Crocidolite is considered the most hazardous form. Chrysotile is generally considered less toxic, while amosite and tremolite fall between the two in terms of risk.

Worker Exposure and Health Effects

Asbestos fibers are microscopic and cannot be seen with the naked eye. Inhalation of these fibers can cause severe, often fatal diseases that may not appear until decades after exposure. Smoking significantly increases the risk of asbestos-related illness.

Health Risks Associated with Asbestos Exposure

- **Asbestosis**: A progressive, irreversible scarring of lung tissue that restricts lung expansion and causes chronic breathing difficulty. Severe cases can be fatal.
- **Lung Cancer:** A highly fatal cancer strongly associated with asbestos exposure; risk is dramatically higher for workers who smoke.
- **Mesothelioma:** A rapidly fatal cancer of the lining of the lungs. Currently considered incurable.
- **Other Cancers:** Several asbestos-related cancers have long latency periods, typically 15–40 years between initial exposure and diagnosis.

Occupational Exposure Limit (OEL)
The potential for worker exposure to asbestos will be identified through the hazard assessment process. Tri-Energy Services Ltd. will ensure that worker exposure is kept as low as reasonably achievable (ALARA) and does not exceed applicable regulatory limits.

Workers must not be exposed to airborne asbestos concentrations greater than:

- 0.1 fibres per cubic centimeter (f/cc) averaged over an 8-hour period (Alberta OHS Code)
- 0.02 f/mL over an 8-hour period (British Columbia reference)

Atmospheric testing results must be reviewed and confirmed acceptable before any worker is permitted to enter an area where asbestos exposure may occur.

Education, Training & Asbestos Abatement Requirements
Tri-Energy Services Ltd. will ensure that any worker who may be exposed to asbestos at a worksite:

- Is informed of the health hazards associated with asbestos exposure
- Is informed of any measurements taken of airborne asbestos concentrations at the worksite
    - Is trained in employer-developed procedures designed to minimize exposure

Restricted Areas
Any worker entering a restricted area designated due to the presence of asbestos must:

- Successfully complete a course of instruction approved by a Director of Occupational Hygiene
- Carry the original, valid certificate of completion while in the restricted area

Workers Performing Asbestos Dust or Debris Removal
Workers engaged in asbestos dust or debris removal must be adequately instructed and trained in the written procedures established by Tri-Energy Services Ltd.

Friable vs. Non-Friable Asbestos-Containing Materials
Asbestos-containing materials (ACMs) are classified as friable or non-friable based on how easily they release fibers when disturbed.

Friable Materials
A material is considered friable if it can be crumbled, pulverized, or reduced to powder by hand pressure.
When damaged or disturbed, friable ACMs readily release airborne fibers and present a significant inhalation hazard.

Examples include:

- Sprayed fireproofing on structural steel
- Thermal insulation on pipes, boilers, and tanks
- Certain acoustic or decorative plasters

Non-Friable Materials
Non-friable ACMs have asbestos fibers bound within a solid matrix, making fiber release unlikely unless the material is cut, sanded, drilled, or otherwise aggressively disturbed.

Examples include:

- Vinyl asbestos floor tiles
- Acoustic ceiling tiles
- Asbestos-cement products (siding, panels, pipe)

Assessing Exposure Risk
Tri-Energy Services Ltd. recognizes that accurate assessment of asbestos exposure risk is critical to protecting workers. Evaluation of any asbestos-containing installation must be completed by competent personnel trained in asbestos hazard identification and exposure-risk assessment.

Eight key factors must be considered when evaluating the condition and risk level of asbestos-containing materials (ACMs):

1. **Condition of the Material:** Intact, damaged, deteriorating, or de-laminating
2. **Water Damage:** Evidence of moisture intrusion or past leaks
3. **Exposed Surface Area:** Amount of material available for fiber release
4. **Accessibility:** Likelihood of contact or disturbance by workers or equipment
5. **Activity and Movement:** Vibration, foot traffic, or operational activity near the material
6. **Air Plenum or Direct Air Stream:** Potential for fibers to be transported through ventilation systems
7. **Friability:** Ease with which the material can release fibers when disturbed
8. **Asbestos Content:** Percentage and type of asbestos present

These factors collectively determine the potential for fiber release and the level of control required.

Control Measures
If asbestos is present or suspected, Tri-Energy Services Ltd. will implement control measures to prevent the uncontrolled release of asbestos fibers. Written procedures will outline the steps to be taken in the event of an uncontrolled release, including containment, evacuation, notification, and cleanup requirements.
Methods to Prevent Worker Contamination
Tri-Energy Services Ltd. will ensure that workers entering a restricted area or performing work involving asbestos are protected from contamination. The company will:

- Provide protective clothing designed to prevent contamination of personal garments
- Ensure workers' street clothing does not become contaminated with asbestos
- Ensure workers do not leave a restricted area until they have completed the required decontamination process

In addition, any asbestos-containing material that is to be removed or disturbed must be effectively wetted before and during the work, whenever practicable, to minimize airborne fiber release.

Ventilation

Tri-Energy Services Ltd. will ensure that all asbestos containment areas are ventilated—except when using a glove-bag system—to maintain proper directional airflow and prevent the spread of asbestos fibers. Ventilation systems must ensure:

- Airflow moves only from clean areas into the contaminated containment area
- Exhaust air is discharged outdoors through an effective HEPA filter
- An inward airflow is maintained through the decontamination facility into the containment

Local exhaust ventilation equipped with a HEPA-filtered exhaust will be provided for all dust-producing operations involving asbestos-containing materials conducted outside a full containment.

Tri-Energy Services Ltd. will test the effectiveness of HEPA filters:

- At least annually
- After any HEPA filter replacement in a vacuum or ventilation system
- Before use in any high-risk asbestos activity

Protective Clothing

All workers involved in asbestos abatement must wear appropriate personal protective equipment (PPE). Required PPE includes:

Respiratory Protection

Workers must use respiratory protection during all construction and most maintenance work involving friable asbestos where fiber levels are not fully controlled. Acceptable respirators include:

NIOSH-approved half-mask air-purifying respirators equipped with:

- P100 (oil-proof)
- R100 (oil-resistant)
- N100 (not oil-resistant) particulate filters

Disposable Protective Clothing

To prevent contamination of street clothing, skin, and hair, disposable protective clothing will be provided when feasible, including:

- Disposable gloves
- Disposable coveralls
- Disposable head and boot coverings

Additional PPE such as eye protection, hard hats, hearing protection, and steel-toe footwear will be used as required by site conditions or regulatory requirements.

Tri-Energy Services Ltd. will ensure that workers in restricted areas wear protective clothing that prevents contamination of personal garments. Workers must remove protective clothing and equipment before leaving the designated work area, and contaminated PPE must be cleaned using a HEPA-filtered vacuum.

Workers responsible for laundering asbestos-contaminated clothing will be informed of the hazards and required precautions.

ASBESTOS ABATEMENT CODE OF PRACTICE

Asbestos abatement procedures vary depending on the type, amount and location of the asbestos. In general, the procedures can be divided into three categories — low risk, moderate risk and high risk — according to their potential for generating airborne asbestos fibers. Asbestos abatement can be recorded on the Asbestos Abatement Form.

All procedures follow the same four principles:

1. Isolate the work area.
2. Protect workers.
3. Minimize the release of asbestos fibers.
4. Ensure adequate clean-up and decontamination.

If Tri-Energy Services Ltd. is involved in a building being altered or renovated, the company will ensure that materials in the area of the alterations or renovations that could release asbestos fibers are encapsulated, enclosed or removed.

Demolition & Renovation

If a building is to be demolished, Tri-Energy Services Ltd. will ensure that materials with the potential to release asbestos fibers are removed first. If a building is being altered or renovated, the company will ensure that materials in the area of the alterations or renovations that could release asbestos fibers are encapsulated, enclosed or removed.

Asbestos Worker Courses

Tri-Energy Services Ltd. will ensure that a worker who enters a restricted area that is designated as a restricted area due to the presence of asbestos:

- Has successfully completed a course of instruction approved by the company Safety Manger.
- Has in the worker's possession the original valid certificate of completion of the course issued to the worker.

Asbestos Waste

All raw materials, mixtures, scrap, waste, debris, and other asbestos-containing products must be clearly labeled. Tri-Energy Services Ltd. will ensure asbestos waste is:

- Stored, transported, and disposed of in sealed, impervious containers
- Clearly labeled to:
- Identify the contents as asbestos and carcinogenic
- Warn handlers not to inhale dust

British Columbia Requirements (If Applicable)

Before asbestos removal work begins in British Columbia, written procedures must be developed that:

- Comply with BC OHS Regulation Part 6, Section 6.8
- Provide for removal of asbestos dust and debris:
- During work, as needed to minimize exposure
- At the end of each shift
- At completion of asbestos work

Procedures must specify the appropriate removal method(s), considering the nature of the dust and debris:

- HEPA-filtered vacuuming
- Damp wiping
- Wet sweeping or wet mopping
- Shoveling dampened debris into sealed containers
- Any other acceptable method

Label Specifications

The labels include the following information:

- DANGER
- CONTAINS ASBESTOS FIBERS
- AVOID CREATING DUST
- CANCER AND LUNG DISEASE HAZARD

Health Assessments

Where required, health assessments will comply with Alberta OHS Code Part 4, Section 40(2). Access to health assessment records is restricted unless:

- The record does not identify the worker, or
- The worker provides written consent

Tri-Energy Services Ltd. will ensure that exposed workers undergo a health assessment:

- Within 30 days of becoming an exposed worker
- Every two years thereafter

Workers may refuse part or all of a health assessment by providing a written statement.
Where applicable, Tri-Energy Services Ltd. will pay the cost of the assessment and ensure it is performed during regular work hours when reasonably practicable.

Record Keeping

Tri-Energy Services Ltd. will retain the following asbestos-related records for at least 10 years:

- Risk assessments
- Inspections
- Air monitoring results
- Worker instruction and training
- Incident investigation reports

OHS Legislative References

- **Alberta**
  - Alberta Occupational Health & Safety Code – Part 4 Chemical Hazards, Biological Hazards and Harmful Substances
  - Alberta Occupational Health & Safety Code – Part 18 Personal Protective Equipment
- **British Columbia**
  - British Columbia Occupational Health and Safety Regulations – Part 6 Substance Specific Requirements
  - British Columbia Occupational Health and Safety Regulations – Part 8 Personal Protective Equipment
- **Saskatchewan**
  - Saskatchewan Occupational Health and Safety Regulations – Part VII Personal Protective Equipment
  - Saskatchewan Occupational Health and Safety Regulations – Part XXIII Asbestos

TRI-ENERGY SERVICES LTD

DEMOLITION - CODE OF PRACTICE

1. Purpose
Tri-Energy Services Ltd. is committed to ensuring that all demolition activities are planned and executed safely, systematically, and in full compliance with Alberta's Occupational Health and Safety Act, Regulation, and Code. This program establishes the minimum requirements for supervising, controlling, and performing demolition work to protect workers, the public, property, and the environment.

2. Scope
This program applies to all Tri-Energy Services Ltd. employees, contractors, and subcontractors performing demolition activities at any worksite under company control.

3. Legislative Reference
This program is developed in accordance with the Alberta OHS Code, including but not limited to:
Part 30 – Demolition

Section 415 – Supervision of Demolition Work:

"An employer must ensure that a competent worker designated by the employer is in charge of the demolition work at all times while work is in progress."

- Part 2 – Hazard Assessment, Elimination and Control
- Part 4 – Chemical Hazards, Biological Hazards and Harmful Substances
- Part 18 – Personal Protective Equipment
- Part 28 – Excavations and Tunneling (structural stability considerations)
- Part 32 – Excavating and Trenching (if ground disturbance is involved)
- Tri-Energy Services Ltd. fully adopts and enforces these requirements.

4. Responsibilities
4.1 Employer
Tri-Energy Services Ltd. will:

- Designate a competent worker to be in charge of demolition work at all times while work is in progress (OHS Code s.415).
- Ensure demolition work is planned, risk-assessed, and executed safely.
- Provide adequate resources, equipment, and training.
- Ensure harmful substances are identified, controlled, and removed before demolition.
- Ensure utilities are disconnected, isolated, or controlled.
- Ensure demolition plans and sequencing are developed and followed.

4.2 Competent Worker in Charge
The designated competent worker will:

- Maintain continuous supervision of demolition activities.
- Ensure harmful substances are removed prior to demolition.
- Verify utilities are disconnected or controlled.
- Confirm structures are adequately supported to prevent premature collapse.
- Establish and maintain barricades and exclusion zones.
- Conduct daily inspections and stop work immediately if unsafe conditions arise.
- Ensure demolition follows the approved plan and sequencing.

4.3 Workers
Workers involved in demolition must:

- Follow the direction of the competent worker in charge.
- Use required PPE and follow safe work procedures.
- Report hazards, unsafe conditions, or structural concerns immediately.
- Participate in hazard assessments and toolbox meetings.

5. Demolition Requirements and Procedures
5.1 Pre-Demolition Hazard Assessment

- A documented hazard assessment must be completed before demolition begins, including:
- Structural assessment of the building or object.
- Identification of hazardous materials.
- Review of utility connections.
- Assessment of collapse hazards.
- Identification of barricades, exclusion zones, and overhead hazards.
- Assessment of weather, ground stability, and adjacent structures.

5.2 Removal of Harmful Substances
Tri-Energy Services Ltd. ensures:

- All harmful substances (asbestos, lead, PCBs, chemicals, biological hazards) are identified and removed prior to demolition.
- Removal is performed by qualified personnel in accordance with legislation and industry standards.
- Clearance documentation is obtained before demolition proceeds.
- Workers are not exposed to harmful substances during demolition.

5.3 Utility Disconnection
Before demolition:

- All utilities (electricity, gas, water, sewer, telecom, etc.) must be disconnected, isolated, or rendered safe.
- Written confirmation from the utility provider or a qualified person must be obtained.
- Lockout/tagout procedures must be followed where applicable.
- Temporary utilities must be controlled and documented.

5.4 Structural Support and Collapse Prevention
Tri-Energy Services Ltd. ensures:

- Structures are supported to prevent unintended collapse.
- Temporary bracing, shoring, or engineered supports are installed as required.
- Demolition sequencing follows engineered or competent-worker-approved plans.
- No worker enters an area with compromised structural integrity unless verified safe.
- Adjacent structures are assessed for potential impact.

5.5 Barricades and Exclusion Zones
To protect workers and the public:

- Barricades, fencing, signage, and exclusion zones must be established around the demolition area.
- Only authorized personnel may enter the controlled zone.
- Overhead protection must be used where falling materials present a risk.
- Public access must be prevented at all times.

6. Demolition Execution

During demolition:

- The competent worker must remain on site and in charge at all times.
- Work must follow the demolition plan and hazard assessment.
- Debris must be removed in a controlled manner.
- Equipment must be operated only by trained and authorized personnel.
- Weather, ground conditions, and structural changes must be monitored continuously.
- Work must stop immediately if conditions become unsafe.

7. Emergency Procedures

Tri-Energy Services Ltd. will:

- Maintain an emergency response plan specific to demolition hazards.
- Ensure workers know evacuation routes, muster points, and communication procedures.
- Provide first aid equipment and trained personnel on site.
- Ensure rescue procedures are appropriate for collapse, entrapment, and hazardous materials scenarios.

8. Documentation

The following must be documented and retained:

- Hazard assessments
- Utility disconnection confirmations
- Hazardous material removal certificates
- Demolition plans and sequencing
- Competent worker designation
- Daily inspection logs
- Incident and near-miss reports
- Engineering documentation (if applicable)

9. Review and Continuous Improvement

This program will be reviewed annually or after any demolition-related incident, regulatory change, or operational change to ensure ongoing compliance and effectiveness.

CONFINED SPACE - CODE OF PRACTICE

The document defines a confined space as an enclosed or partially enclosed area large enough for a worker to enter, not intended for continuous occupancy, with restricted entry/exit and potential atmospheric or operational hazards. It emphasizes that confined spaces can become hazardous due to oxygen deficiency or enrichment, toxic or flammable atmospheres, or changing conditions within the space.

"A confined space is an enclosed or partially enclosed space large enough for a worker to enter, that is not designed or intended for continuous human occupancy…"

"An atmosphere that is or may be injurious by reason of oxygen deficiency or enrichment, flammability, explosivity, or toxicity."

The Code of Practice exists to ensure Tri-Energy workers understand hazards and follow proper procedures to prevent incidents.

Restricted Space

Restricted spaces have a limited means of entry and exit. Entry points may not be designed for an easy walk in. Other limitations include access by ladders or by stairways that provide poor access because of the steep slope, narrow width or extreme length. Physical obstructions such as bulkheads, collapsed material, or machinery may impede exit. Limited means of entry and exit can make escape or rescue difficult.

A "restricted space" is an enclosed or partially enclosed space, not intended for continuous human occupancy that has a restricted, limited or impeded means of entry or exit because of its construction. It can be thought of as a work area in which the only hazard is the difficulty of getting into or out of the space. All other hazards are either non-existent or have been eliminated or controlled as required by Part 2 of the Alberta OHS Code. Restricted spaces are therefore not subject to the permitting, atmosphere testing and tending worker requirements of a confined space. Employers and workers must be mindful that a restricted space can become a confined space if conditions or work practices change.

Examples of a restricted space include:

- an electrical or communication utility vault,
- a building crawl space,
- a trench with a temporary protective structure, and
- a deep excavation requiring a ladder or lift access.

Despite being classified as restricted space, the following requirements continue to apply to workers entering a restricted space:

- a hazard assessment must be performed prior to entry,
- workers assigned duties related to the entry must be trained to recognize hazards and how to perform their duties in a safe and healthy manner, general safety requirements involving the use and availability of safety, personal protective, and emergency equipment, as well as a communication system,
- prevention of unauthorized persons entering a restricted space,
- protection of workers from hazards created by traffic in the area of the restricted space,
- workers cannot enter or remain in a restricted space unless an effective rescue can be carried out,
- a competent worker, designated by the employer, must be in communication with the worker(s) inside a restricted space; and
- a safe means of entry and exit must be available to all workers required to work in the restricted space.

If a worker enters a confined or restricted space to work, Tri-Energy Services Ltd. must appoint a competent person to carry out the tasks listed in this section. The competent person must be knowledgeable about confined or restricted spaces and capable of carrying out each of the listed activities.

Scope

This code reflects the philosophy that all work must be done safely, and workers shall manage all activities associated with Confined Spaces in a manner consistent with this code and provincial legislation.
In the interests of ensuring a safe, healthy, and productive environment at Tri-Energy Services Ltd., it is imperative that all workers, contract workers, comply with this Code when working in Confined Spaces.
Further development of specific Confined Space Hazard Assessment and Procedures are to be done in each departmental area for work that involves Confined Space Entry.

Responsibilities

Tri-Energy Services Ltd. will assign overall responsibility for administration of the confined space entry program to a person or persons adequately trained to do so.

Supervisors

- Must be familiar with provincial legislation and guidelines regarding confined space entry.
- Will be responsible for maintaining and updating this Code of Practice as required.
- Conduct Hazard Assessments.
- Ensure safe work procedures are available when an entry is required.
- Ensure all required equipment is provided.
- Ensure all workers are qualified and adequately trained in Confined Space Entry Procedures.
- Ensure confined spaces are secured against entry, or identified to prevent worker entry when an entry is not required.
- Ensure pre-entry testing and inspection is conducted based on the Hazard Assessment and written procedures.
- Ensure the precautions identified in the Hazard Assessment and written procedures are followed.
- Ensure no unqualified workers enter a confined space.
- Ensure effective communication through pre-job and safety meetings.
- Ensure that all PPE and emergency equipment required for use in a confined space is inspected by a competent person before workers enter the confined space to make sure it is in good working order.
- Ensure records are kept of training, rescue procedures, safety meetings, permits, hazard assessments, etc.

Workers

- Participate in the training provided.
- Be familiar with and co-operate with all requirements of the Confined Space Entry Program.
- Notify a manager of any reasons the worker may not be able to enter a confined space such as claustrophobia or inability to used protective breathing apparatus.
- Notify your manager of any unsafe conditions that exist or develop.
- Refuse to perform work believed to be unsafe or that he is not qualified for.

Training

- Hazard assessments and entry procedures must be prepared by a qualified person who has an adequate combination of education, training, and experience in the recognition, evaluation, and control of confined space hazards.
- The standby person shall hold a valid certificate in Confined Space Entry Rescue. This person must have previous experience entering confined spaces and have a complete working knowledge of the responsibilities of a standby person.
- All workers required to operate air quality testing equipment must be adequately trained by a qualified trainer and competent in the operation of the testing equipment being used.
- All workers in the area with potential exposure to H2S must have a valid H2S training certificate.
- Workers who work within confined or restricted spaces must receive certified training specific to confined or restricted spaces and should complete Confined Space Entry training and hold a valid certificate.
- Workers who may enter a confined space occasionally, to observe or inspect only, must be accompanied by a qualified worker at all times when in the confined space if they do not hold a valid Confined Space Entry certificate of training.

Hazards / Health Effects

Confined spaces present numerous and often severe hazards. In the oil and gas industry, the most critical risks include the presence of H_2S or other toxic gases and oxygen deficiency, both of which can be immediately life-threatening. All potential hazards that may be encountered during a confined space entry must be identified through a Hazard Assessment and documented on the Confined Space Entry Permit.

Examples of confined space hazards include:

Mechanical hazards
Electrical hazards
Toxic gases (including H_2S)
Dusts/Fumes
Entrapment or engulfment
Fall Hazards
NORM (Naturally Occurring Radioactive Material)
Fluids or liquid ingress
Flammable atmospheres (LEL)
Overhead hazards
Drowning hazards

A worker is considered to have entered the confined space when his breathing zone enters even if his lower body remains outside. Isolation of the confined space must ensure that no form of energy can be released or product introduced while workers are required to be in it. Consideration must be given to the work practices required and the effect they could potentially have on the atmosphere or conditions in the confined space.

For example:

- Will residual fluids or sludge be disturbed and release entrapped gas / H2S?
- Will welding or other hot work be necessary, and if so, will toxic vapour be released, or will visibility be hampered?
- Is there a potential for chemical interaction?
- Will dust be raised, and visibility hampered, or workers require additional protection?

Controls

Whenever possible, entry into confined spaces should be avoided. Alternative processes to accomplish the required tasks must be considered. If the entry must be performed, adequate controls must be in place to ensure the safety of workers:

Entry Program

Before workers enter a confined space, the Tri-Energy Services Ltd. Confined Space Permit must be completed. The identification, evaluation, and control of confined space hazards are often quite complex. The confined space entry program must be prepared by a qualified person who is knowledgeable about the equipment, its contents, the work required and the rescue procedures. This is recorded on the Tri-Energy Services Ltd. Confined Space Entry Permit Form.

A well-thought-out rescue plan, proper equipment, and training and practice sessions are essential to keeping workers safe if they must enter a confined space.

All workers must be aware of the need to identify confined spaces before entering them and to take the necessary precautions to protect themselves and their coworkers.

Confined spaces must be secured against entry, signed, or other effective means used to identify the space and warn workers of the hazards. Bolted, flange type manways on vessels are considered to be secured against entry and don't require signs.

The Confined Space Entry Procedure must include:

- An assignment of responsibilities.
- A list of each confined space or group of similar spaces, and a written hazard assessment of those spaces prepared by a qualified person.
- Written safe work procedures for entry into and work in each of the confined spaces. Each procedure must be written specifically for each of the hazards that exist in each space during each entry.
- Identification and entry permits.
- Lockout and isolation.
- Verification and testing.
- Cleaning, purging, venting, or inerting.
- Ventilation.
- Standby persons.
- Rescue.
- Lifelines, harnesses, and lifting equipment.
- Personal Protective Equipment and other precautions.
- Coordination of activities.
- Training of workers.

A Confined Space Entry Permit system must:

- List the name of each worker who enters the confined space and the reason for their entry.
- Provide the location of the confined space.
- Specify the time period for which the entry permit is valid.
- Take into account the work being done in the confined space.
- Identify the safety precautions that must be taken.

Entry Permit Requirements

An entry permit must be posted at every designated access point to the confined space. Once a Confined Space Entry Permit has been issued, it may only be modified by authorized personnel:

The responsible supervisor who signed the permit, for the purpose of updating it to maintain worker safety or when re-authorizing the permit due to:

- A change in the work crew
- A shift change
- A change in the responsible supervisor
- The standby worker, to update the list of workers entering or exiting the confined space
- The tester, to document atmospheric test results

All affected workers must be informed of any permit alteration that changes required precautions or the scope of work.

PPE Requirements

The Hazard Assessment will determine the required PPE.
SCBA or SABA is mandatory for confined space entry when:

- There is potential for H_2S or other hazardous substances above their OEL
- Oxygen levels are deficient

Isolation Requirements

Before confined space entry is authorized, the space must be isolated in accordance with the Tri-Energy Services Ltd. lockout procedure.

Isolation requirements include:

- Maintaining a record identifying every isolation point
- Securing and signing the area to prevent unauthorized entry (e.g., rope, tape, barricades)
- Blanking, blinding, or double-blocking and bleeding all lines into the vessel as close as possible to the entry point, in accordance with provincial OHS legislation
- Effectively isolating, locking out, and verifying all potential energy sources, including hydraulic, electrical, mechanical, pneumatic, chemical, thermal, or any other hazardous energy

Atmospheric Testing

Before any worker enters a confined space—or if workers have been out of the space for more than 20 minutes—pre-entry atmospheric testing must be performed by a qualified worker using reliable, calibrated equipment.

The test record must be posted at the entry point and must include:

- Date and time of the test
- Atmospheric levels measured
- Tester's initials

Continuous atmospheric monitoring should be used whenever possible. If continuous monitoring is not feasible, manual testing must occur at predetermined intervals, with results recorded on the Tri-Energy Services Ltd. Confined Space Entry Permit and posted at the entry point.

The worker conducting atmospheric testing must be qualified and must wear full respiratory protection or use remote sampling equipment (e.g., drawtube or sampling hose).

Ventilation Requirements

Where possible, the confined space must be ventilated to purge contaminants and provide clean, breathable air. If natural ventilation is insufficient, mechanical ventilation of appropriate size must be used in accordance with written procedures.

Ventilation must:

- Maintain flammable gas concentrations below 10% LEL
- Maintain oxygen levels above 19.5% and below 23% when respiratory protection is not worn
- A system must be in place to alert workers inside the confined space of mechanical ventilation failure and initiate immediate evacuation.

Standby Person

The standby person is responsible for ensuring the safety of all workers inside the confined space.
Their duties include:

- Ensuring no worker enters a confined space unless a qualified standby person is present.
- Verifying that atmospheric samples are taken prior to entry to determine H_2S, oxygen, LEL, and any other identified hazardous substances.
- Recording the names of all workers entering and exiting the confined space, along with all tools, materials, and equipment brought into or removed from the space.
- Maintaining continuous visual observation or reliable communication with all confined space occupants. A qualified standby person must remain in place at all times while workers are inside, and workers must have a dependable means to summon them.
- Maintaining an effective method to call for additional assistance when required.
- Ensuring life-support equipment remains functional and free from entanglement or obstruction.
- Avoiding any tasks that could distract from monitoring the confined space, such as retrieving tools or equipment.

The standby person must be equipped and capable of initiating an immediate rescue. They must wear breathing apparatus, except for the face-piece, when work is performed under hazardous conditions. If the standby person could be exposed to a hazardous atmosphere, the face-piece must also be worn. Depending on the hazard level, a second standby person may be required.

Rescue Equipment and Procedures

Immediate rescue capability must be available whenever workers enter a confined space. All personnel assigned to rescue duties must be properly trained, fully equipped, and competent to perform rescue operations. Rescue drills should be conducted regularly, with records maintained.

A confined space rescue procedure must include:

- A rescue plan developed, reviewed, and in place
- An identified alarm system or method
- The designated muster point
- A diagram of the confined space interior
- All equipment required for rescue in that specific space
- Procedures for initiating and carrying out the rescue

Required On-Site Rescue Equipment

- Equipment available at the worksite must include, at minimum:
- Alarm system
- Intrinsically safe communication devices (e.g., two-way radios)
- Fire extinguisher located near the entry point
- SCBA to support the standby person when breathing apparatus is required
- First aid kit and burn kit
- Full-body harness
- Intrinsically safe flashlights and lighting equipment
- Rescue-approved rope
- Ground fault interruption (GFI) on electrical cords or temporary breakers
- Stretcher
- Additional rescue equipment such as lifting devices, as specified in the site-specific rescue plan

The exit from the confined space must be properly staged to allow rapid escape or rescue (e.g., scaffold, man-lift, ladder, or steps). All rescue equipment must be maintained in good condition and inspected before and after use.

Protection

Hot work inside a confined space requires additional precautions to prevent fire and explosion hazards. LEL monitoring must be used at all times during hot work activities.

Typical garments, gloves, and boots recommended in the applicable Safety Data Sheets must be worn. Rubber-soled boots or other approved footwear must be used in vessels where coatings could be damaged.

Only non-sparking tools may be used in any confined space where flammable or explosive gases, vapours, or liquids are present.

Regulatory References – Confined Spaces & PPE

Alberta

- Alberta Occupational Health and Safety Code – Part 5: Confined Spaces
- Alberta Occupational Health and Safety Code – Part 18: Personal Protective Equipment

British Columbia

- BC Occupational Health and Safety Regulation – Part 8: Personal Protective Clothing and Equipment
- BC Occupational Health and Safety Regulation – Part 9: Confined Spaces

Saskatchewan

- Saskatchewan Occupational Health and Safety Regulations – Part VII: Personal Protective Equipment
- Saskatchewan Occupational Health and Safety Regulations – Part XVIII: Confined Spaces

TRI-ENERGY SERVICES LTD

FALL PROTECTION CODE OF PRACTICE

Introduction
Falls from height present a significant risk to workers if proper controls are not in place. Although falls from the same elevation generally involve lower severity, they occur more frequently and must also be addressed.
The purpose of this Code of Practice is to ensure that all workers at Tri-Energy Services Ltd. who may be exposed to fall hazards understand the associated risks and follow the correct procedures to ensure full protection.

Scope
This Code of Practice reflects the principle that all work must be performed safely. Workers must manage all activities involving fall protection in accordance with this code and applicable legislation.
To maintain a safe, healthy, and productive work environment, all employees and contractors must understand and comply with this Code of Practice.

Responsibilities
Tri-Energy Services Ltd. Responsibilities

- Provide the information, instruction, training, and supervision necessary to protect the health and safety of workers, visitors, and the public.
- Provide safe access and egress to all workplaces and work-related areas.
- Develop written safe work practices and safe job procedures related to fall protection and review them annually or when conditions change.
- Ensure managers receive adequate training and are competent in their duties related to safety policies and legislation.
- Ensure all company equipment is safe to use; unsafe equipment must be tagged out, locked out, or replaced before work begins. Participate in incident investigations with the Joint Health & Safety Committee and other regulatory bodies as required.
- Follow up on corrective actions to ensure appropriate controls are implemented and effective.

Manager / Supervisor Responsibilities
Ensure a Fall Protection Plan (FPP) is prepared and implemented before work begins at each site. Conduct regular inspections of fall protection equipment.

- Review the FPP and Emergency Response Plan (ERP) with workers prior to starting work.
- Participate in incident investigations and recommend corrective actions.
- Supervise workers and enforce company safety rules.
- Maintain records of fall protection training and topics covered.
- Ensure workers use required PPE and inspect their fall protection equipment.
- Ensure substandard or damaged fall protection equipment is removed from service.
- Maintain knowledge of applicable OHS legislation and company safety programs.
- Ensure safe handling, storage, and disposal of chemical or biological substances.
- Ensure required PPE is available and safe to use.
- Maintain knowledge of emergency response procedures.
- Ensure workers comply with all applicable OHS legislation.

Worker Responsibilities

- Take reasonable care to protect their own health and safety and that of others.
- Use safeguards, safety devices, and PPE provided by Tri-Energy Services Ltd.
- Follow safe work practices and procedures to the best of their ability.
- Address unsafe acts or conditions by correcting them or reporting them immediately.

Training
All Tri-Energy Services Ltd. workers will receive formal fall protection training. Workers required to use fall protection equipment must be trained by a competent person in its inspection and use.
Workers expected to perform rescue operations must be trained in rescue procedures and techniques. Workers must be trained in the Fall Protection Plan and the safe use of fall protection systems before working in areas where fall protection is required.

Hazards
Same Elevation
Falls can occur even when working at the same level. Approximately 60% of falls result from slips and trips caused by:

- Spills or smooth surfaces reducing traction
- Cords or hoses
- Protruding objects or exposed corners
- Uneven surfaces or ruts
- Worker inattention

From Elevation
Any work above floor or grade level increases fall risk. Fall protection is required by regulation for work above 3 metres in Alberta. Common elevation hazards include:

- Portable, temporary, or fixed ladders
- Vessels
- Roofs
- Work over water
- Work above obstacles that increase injury severity (e.g., impalement hazards)
- Any work above 3 metres

Controls
Hierarchy of Controls
Fall protection is achieved through:

- Hazard identification
- Hazard elimination through engineering controls
- Administrative controls and restraint systems
- Fall arrest systems

If work at height cannot be eliminated:

- Use stairs or platforms with guardrails whenever possible.
- Use fall restraint to prevent workers from reaching an edge. Restraint systems require an anchor capable of withstanding 800 lbs, a properly sized lanyard, and a safety belt or harness.
- As a last resort, use fall arrest systems. Full-body harnesses and lanyards must limit free fall to 1.2 m without a shock absorber and 2.0 m with a shock absorber. Anchors must withstand 5,000 lbs.

Fall Protection Plan
Provincial OHS legislation requires a written Fall Protection Plan when using personal fall protection systems where:

- The fall hazard is 3 metres or more in Alberta
- The fall hazard is 7.5 metres or more in British Columbia

The plan must identify:

- Potential fall hazards
- The fall protection system to be used
- Instructions for assembly, use, and disassembly
- Rescue procedures for a fallen worker unable to self-rescue

Risk Identification
Workers must assess each task for fall hazards and determine the precautions required. If unsure about methods, equipment, or procedures, workers must seek guidance from their supervisor.

Ladders

- Fixed ladders should have a climbing device compatible with a harness, or workers must use two lanyards to maintain continuous protection.
- Maintain three points of contact at all times.
- Do not carry tools or equipment in hand.
- Secure portable ladders and ensure they extend at least 3 feet above the landing.
- Ladder work must be short-duration (15 minutes or less) and allow three-point contact.
- Do not overreach; keep the body between the side rails.
- Do not use the top two rungs of a step ladder.

Equipment Selection
All fall protection equipment must be:

- CSA-approved
- Inspected by the user before each use
- Inspected annually by a competent person per manufacturer and legislative requirements

Workers must follow manufacturer guidelines for inspection, use, care, and maintenance.

Use of Fall Arrest Equipment
Key considerations:

- Lanyards must limit free fall to 1.2 m (no shock absorber) or 2.0 m (with shock absorber).
- If the shock absorber is built into the harness, its extended length must be factored into clearance calculations.
- Minimize swing hazards by attaching the lanyard as vertically as possible.
- Protect lanyards from sharp edges.
- Attach at shoulder height or higher whenever possible; lower attachment requires shorter lanyards and additional clearance assessment.

Rescue Procedures
A rescue plan must be in place whenever workers are exposed to fall hazards.

Before work begins:
- A rescue plan must be established unless the work area allows stretcher evacuation via platform or stairway.
- Supervisors must conduct a pre-job meeting to review responsibilities and rescue procedures.

Rescue goals:
- Retrieve a suspended worker within approximately 15 minutes.
- Ensure rescuers are not exposed to unnecessary risk.
- Practice rescue procedures at least annually.

Rescue team roles:
- Rescue Leader – directs the operation
- Rescuer – sets up and connects the system to the fallen worker
- Haul Team – prepares equipment and provides lifting force
- First Aid Attendant – provides medical care

Workers may perform multiple roles if trained and competent.
If local fire/rescue services have high-angle rescue capability, arrangements may be made in advance for emergency response.

Regulations
Tri-Energy Services Ltd. follows the following legislation for fall protection and PPE:

Alberta
Alberta OHS Code – Part 9: Fall Protection
Alberta OHS Code – Part 18: Personal Protective Equipment

British Columbia
BC OHS Regulation – Part 8: Personal Protective Clothing and Equipment
BC OHS Regulation – Part 11: Fall Protection

Saskatchewan
Saskatchewan OHS Regulations – Part VII: Personal Protective Equipment
Saskatchewan OHS Regulations – Part XI: Fall Protection

TRI-ENERGY SERVICES LTD

H2S AND HAZARDOUS GASES CODE OF PRACTICE

Introduction

Hydrogen sulphide (H_2S) is present as a production by-product in some Tri-Energy Services Ltd. client field locations. These areas are commonly referred to as sour, as are the associated production streams such as gas, produced water, and condensate. H_2S is a naturally occurring gas found in various geological formations. It is colourless, heavier than air, and extremely toxic.

At low concentrations, H_2S has a rotten-egg odour and can irritate the eyes and throat; however, it rapidly deadens the sense of smell, making odour an unreliable warning. At higher concentrations, H_2S can cause rapid unconsciousness and death. It is soluble in liquids and may be released when fluids are disturbed, heated, or depressurized.

The purpose of this Code of Practice is to ensure that all Tri-Energy Services Ltd. workers visiting client sites where H_2S or other hazardous gases may be present understand the associated health hazards and follow the correct procedures to ensure full protection.

Scope

This Code of Practice reflects the principle that all work must be performed safely. Workers must manage all activities involving potential exposure to H_2S or other hazardous gases in accordance with this Code and applicable provincial regulations.

Each department is responsible for developing task-specific hazard assessments and procedures for work activities that may involve potential exposure to hazardous gases.

Responsibilities

Supervisors

- Ensure workers understand applicable safe work procedures.
- Confirm workers receive appropriate training, including hazardous gas and gas-monitor training.
- Ensure worker and subcontractor H_2S training certifications remain current.
- Promote and enforce the standards outlined in this Code.
- Provide ongoing guidance on hazardous-gas-related safety issues.
- Conduct hazard assessments as required.
- Ensure workers who use respiratory protective equipment are fit-tested as required by legislation and the Tri-Energy Services Ltd. Respiratory Equipment Code of Practice.
- Ensure gas detection equipment is maintained, calibrated, and tested according to manufacturer specifications.

Workers/Subcontractors

- Know and follow all safe work procedures.
- Maintain current H_2S Alive or equivalent certification.
- Participate in required hazardous gas and gas-monitor training.
- Ensure fit-testing is current and the correct face-piece is used.
- Maintain personal protective equipment (monitors, SCBA/SABA, etc.) in good working condition.
- Use protective equipment as intended.
- Report unsafe conditions to a Tri-Energy Services Ltd. supervisor.
- Refuse unsafe work or work for which they are not qualified.

Worker Training Requirements

1. Hazardous Gas Training Program (Initial and Annual)

- All workers must complete a comprehensive hazardous gas training program:
- Completed upon initial assignment and annually thereafter.
- Covers all hazardous gases present or potentially present at client sites.

Includes:

- Characteristics and properties of each hazardous gas.
- Associated health effects and toxicity.
- Required personal protective equipment (PPE).
- Safe storage, handling, and use of hazardous gases.
- Safe production or transfer procedures (where applicable).
- Gas identification methods.
- Procedures for fugitive gas emissions.
- Emergency response procedures involving hazardous gases.

All training must be documented and records maintained.

2. H_2S Alive Certification

Required for workers:

- Entering sour locations.
- Potentially exposed to H_2S.
- Required to use SCBA or SABA.

Training includes:

- H_2S properties and hazards.
- Initial response strategy.
- Detection methods.
- Respiratory protective equipment.
- Rescue techniques.

3. Portable Gas Detector Training

- Workers operating in high gas-hazard areas must receive training on:
- Proper use and operation of portable gas detectors.
- Calibration requirements (at minimum per manufacturer's recommendations).
- Daily bump testing to verify monitor and alarm functionality.
- Understanding alarm set-points and gas-specific readings.
- Limitations of gas detection equipment.

4. Alarm Setting and Adjustment Training

- Only a competent person, trained on the specific detector model, may set or change alarm levels.
- Any change to alarm settings must be followed by a function test to verify:
  - Visual alarms
  - Audible alarms
  - Accuracy of displayed readings

Portable Gas Detector Requirements

General Requirements

- Gas monitors shall be tested, maintained, and operated in accordance with the manufacturer's specifications.
- This ensures accuracy, reliability, and timely detection of hazardous gases.
- All gas monitors shall be calibrated per the manufacturer's recommendations and must have current, visible proof of calibration, such as a calibration sticker on the monitor.

Required Use Scenarios

Portable gas detectors must be used in operations including, but not limited to:

- Entering work sites or buildings that may contain flammable gases (e.g., compressor, process, or well-site buildings).
- Entering confined spaces containing:
  - Oxygen-consuming equipment
  - Inert gases (nitrogen, CO_2)
  - Hazardous chemicals
- Entering areas where H_2S or other toxic gases may be present.
- Any location designated as a high gas hazard zone.

Hazards and Health Effects

Hydrogen Sulphide (H_2S)

- Colourless
- Rotten-egg smell at low concentrations
- Rapidly deadens sense of smell
- Heavier than air; accumulates in low areas
- Flammable/explosive over a wide range
- Soluble in water, oil, sludge, and well fluids
- Released when liquids are agitated, heated, or depressurized

Health Effects:

- Low concentrations: eye, throat, and lung irritation
- High concentrations: rapid unconsciousness, respiratory arrest, death

Iron Sulfides

- Formed when iron oxide reacts with H_2S in oxygen-free environments.
- Oxidizes rapidly when exposed to air, generating heat (pyrophoric reaction).
- Can ignite flammable hydrocarbon-air mixtures.
- Must be kept wet and disposed of promptly.
- Contact with acids can generate H_2S gas.

Exposure Controls

Exposure to hazardous gases must be minimized through:

- Engineering controls.
- Administrative/work-practice controls.
- Use of appropriate PPE (including SCBA/SABA where required).

Emergency Response Procedures

Emergency response procedures for gas releases are detailed in the Emergency Response section of the Health & Safety Manual.

Workers must be trained in:

- Actions to take upon gas monitor alarm activation.
- Evacuation routes and muster points.
- Rescue procedures (if trained and authorized).
- Communication and reporting requirements.

Toxicity and Effects Table

H2S CONCENTRATION	EFFECTS
1ppm (1/10,000 of 1%)	Detectable by smell.
10ppm (1/1,000 of 1%)	8-hour OEL.
Over 10ppm	SCBA/SABA required.
100ppm (1/100 of 1%)	IDLH. Loss of smell, throat/chest irritation, nausea, coughing.
200ppm (2/100 of 1%)	Rapid loss of smell; eye/throat burns.
500ppm (5/100 of 1%)	Loss of reasoning; respiratory distress in minutes.
700ppm (7/100 of 1%)	Immediate unconsciousness; seizures; respiratory arrest.
1,000ppm (1/10 of 1%)	Immediate unconsciousness; death or permanent brain damage without immediate rescue.

Emergency Response Procedure - *(For H2S step by step Emergency Procedure - See H2S RELEASE POLICY, Step 7)*

Located in the Emergency Response section of this Health & Safety Manual are specific procedures relating to the emergency evacuation in the event of a gas release.

Legislative References

Alberta Occupational Health & Safety Code

Part 4 – Chemical Hazards, Biological Hazards and Harmful Substances, Schedule 1, Part 3

Part 18 – Personal Protective Equipment

British Columbia

- British Columbia Occupational Health and Safety Regulations – Part 5 Chemical Agents and Biological Agents
- British Columbia Occupational Health and Safety Regulations – Part 6 Substance Specific Requirements
- British Columbia Occupational Health and Safety Regulations - Part 8 Personal Protective Equipment

Saskatchewan

- Saskatchewan Occupational Health and Safety Regulations – Part VII Personal Protective Equipment
- Saskatchewan Occupational Health and Safety Regulations – XXI Chemical and Biological Substances

HEARING PROTECTION CODE OF PRACTICE

Excessive or harmful noise is a common workplace hazard. Noise levels that exceed 85 dBA Lex or 140 dBC peak can cause permanent hearing damage, and Tri-Energy Services Ltd. will ensure that workers are protected from exposure above these limits.

Noise-reduction measures may include:

- **Eliminating or modifying the noise source:** removing the source or altering the task to reduce noise generation.
- **Substituting quieter equipment or processes:** selecting lower-noise tools, machinery, or methods.
- **Enclosing the noise source:** isolating equipment to prevent noise transmission.
- **Installing acoustical barriers or sound-absorbing materials:** using engineering controls to reduce worker exposure.

Design and Equipment Requirements
Tri-Energy Services Ltd. will ensure that:

- All new worksites are designed and constructed to achieve the lowest reasonably practicable noise levels.
- Any alteration, renovation, or repair to an existing worksite incorporates noise-reduction considerations to achieve the lowest reasonably practicable noise level.
- All new equipment introduced to a worksite is selected, designed, and constructed to operate at the lowest reasonably practicable noise level.

Noise Exposure Limits (Alberta OHS Code, Part 16)
Tri-Energy Services Ltd. will ensure that no worker is exposed to noise levels exceeding:

- 85 dBA Lex — daily noise exposure level; and
- 140 dBC — peak sound level.

These limits align with Alberta OHS Code, Schedule 3, Table 1.

Measurement of Noise Levels
In any area where workers are required or permitted to work and noise levels may frequently exceed 80 dBA, Tri-Energy Services Ltd. will ensure that:

- Noise levels are measured using an approved method consistent with Alberta OHS Code requirements.
- A competent person evaluates noise sources and recommends appropriate corrective actions.
- All measurements, evaluations, and recommendations are documented and retained as part of the company's safety records.

Re-Measurement Requirements
Tri-Energy Services Ltd. will re-measure noise levels whenever:

- Altering, renovating, or repairing a worksite;
- Introducing new equipment; or
- Modifying any process that may significantly change noise levels or worker exposure.

Re-measurement ensures continued compliance with Alberta OHS Code Part 16 and supports ongoing protection of worker hearing.

Conservation Program

If a noise exposure assessment confirms that workers are exposed to noise levels exceeding the occupational exposure limits, Tri-Energy Services Ltd. will implement a Hearing Conservation Plan. The plan will include the following components, consistent with Alberta OHS Code Part 16:

- **Worker education:** instruction on the health effects of noise, exposure limits, and required controls.
- **Measuring and monitoring worker exposure:** including the approved methods, procedures, and frequency of assessments.
- **Posting warning signs:** signage will be placed at any work area where noise levels exceed 80 dBA, as required by the Code.
- **Noise control methods:** engineering/administrative controls used to reduce exposure to the lowest reasonably practicable level.
- **Selection, use, and maintenance of hearing protection devices:** ensuring workers receive appropriate PPE, fit testing, and instructions for proper care.
- **Worker training:** covering noise hazards, control measures, correct use of hearing protection, and reporting procedures.
- **Maintenance of exposure records:** documenting assessments, monitoring results, corrective actions, and PPE assignments.
- **Audiometric testing:** baseline and periodic testing, annual review of results, and follow-up actions for threshold shifts.
- **Annual program review:** evaluating the effectiveness of the Hearing Conservation Plan and updating it as needed.

Occupational Exposure Limits for Noise

(Appears as Table 1 of Schedule 3 of the Alberta OH&S Code)

Exposure Level (dBA)	Duration
82	16 hours
83	12 hours and 41 minutes
84	10 hours and 4 minutes
85	8 hours
88	4 hours
91	2 hours
94	1 hour
97	30 minutes
100	15 minutes
103	8 minutes
106	4 minutes
109	2 minutes
112	56 seconds
115 and greater	0

Worker Education

Effective worker education is essential to the success of a noise management program. Tri-Energy Services Ltd. will ensure that worker education includes the following elements:

- Regulatory requirements and responsibilities including an overview of applicable Alberta OHS legislation and employer/worker duties.
- Occupational exposure limits explaining what they are, why they exist, and how they protect hearing.
- Effects of noise on hearing including temporary and permanent hearing loss, tinnitus, and long-term impacts.
- Tri-Energy Services Ltd.'s noise control policy outlining current engineering and administrative controls and planned improvements.
- Identification of hazardous noise sources such as equipment, tasks, and environments that exceed safe levels.
- Training in hearing protection devices covering the purpose of hearing protectors, available types, advantages and disadvantages, selection, fitting, use, care, and troubleshooting. Training will include supervised, hands-on practice to ensure proper fit.
- Audiometric testing including its role in preventing hearing loss, test procedures, and interpretation of results.
- Individual responsibilities including compliance with the program and awareness of noise exposure in non-occupational settings.

Posting Warning Signs

Warning signs will be posted at the periphery of any work area where the noise level exceeds 85 dBA (80 dBA in Saskatchewan). The signs will include a statement that hearing protectors must be worn while in the area. Supply of several types of hearing protectors will be readily accessible to those entering the area. Signs will present their warning graphically and in words.

Audiometric Testing

Workers exposed to noise levels that are continuously exceeding the occupational exposure limits will undergo audiometric testing. The purpose of testing is to establish a baseline measurement of the workers' hearing and to then monitor the worker's hearing at regular intervals to detect changes in hearing ability.

Use of Noise Control Methods

Tri-Energy Services Ltd. will apply the hierarchy of controls to reduce worker exposure to harmful noise. Engineering controls will be used first to eliminate or minimize noise at the source. When engineering controls cannot fully reduce exposure, administrative controls will be implemented to limit the duration, frequency, or circumstances of worker exposure. Personal hearing protection will be used when other control methods cannot reduce noise to an acceptable level.

Selection, use and maintenance of Hearing Protectors

Hearing protectors may fail to provide adequate protection if they are uncomfortable, incorrectly worn, incompatible with other PPE, dislodged, deteriorated, or misused. However, when properly selected, fitted, and maintained, hearing protectors are effective in preventing noise-induced hearing loss.

Tri-Energy Services Ltd. will ensure that all hearing protection provided to workers exposed to excessive noise meets the most current CSA Standard for Hearing Protection Devices – Performance, Selection, Care, and Use, and is of the appropriate class and grade as specified in Schedule 3, Table 2 of the Alberta OHS Code.

Workers will receive training in the selection, use, and maintenance of hearing protection and will be required to wear the appropriate devices whenever exposure exceeds safe limits.

Workers will be offered a choice of two or three types of hearing protectors within the appropriate class. Selection will consider:

- Compatibility with other PPE (e.g., hard hats, eyewear, respirators)
- The worker's ear canal shape and size
- Comfort and usability
- Any existing hearing deficits

Defective or poorly fitting protectors will be identified and repaired, replaced, or refitted. Workers must wear and use hearing protection in accordance with the training provided.

Annual Program Review

Tri-Energy Services Ltd. will conduct regular reviews of the Noise Management Program to ensure it remains effective and compliant with applicable legislation. The scope of each review will reflect the complexity of the program and will include:

- An evaluation of the effectiveness of worker training
- An assessment of whether additional or updated noise measurements are required
- A review of the adequacy and effectiveness of existing engineering and administrative controls

Findings from the review will be used to update and improve the program as necessary.

Legislative References

Alberta

- **Alberta Occupational Health & Safety Code**
  - Part 16 – Noise Exposure
  - Part 18 – Personal Protective Equipment

British Columbia

British Columbia Occupational Health and Safety Regulation

- Part 7 – Noise, Vibration, Radiation and Temperature
- Part 8 – Personal Protective Clothing and Equipment

Saskatchewan

Saskatchewan Occupational Health and Safety Regulations

- Part VII – Personal Protective Equipment
- Part VIII – Noise Control and Hearing Conservation

RESPIRATORY PROTECTION CODE OF PRACTICE

Introduction

Some work activities at Tri-Energy Services Ltd. worksites involve exposure to hazardous substances such as dust, vapors, and gases. In these situations, respiratory protection may be required to safeguard worker health.
The purpose of this Code of Practice is to ensure that all Tri-Energy Services Ltd. employees and contractors engaged in work where respirators may be needed are fully informed of the associated health hazards and understand the correct procedures required to achieve effective protection.

The purpose of this Code of Practice is to ensure that all Tri-Energy Services Ltd. employees and contractors engaged in any work operation where respirators may be needed are fully knowledgeable of the health hazards involved, and the correct procedures to be followed to achieve full protection.

Scope

This Code of Practice reflects the principle that all work must be performed safely. Workers shall manage all activities involving respiratory protection in a manner consistent with this code and applicable government legislation.
To maintain a safe, healthy, and productive work environment, all Tri-Energy Services Ltd. employees and contractors must understand and comply with the requirements outlined in this document.

Responsibilities

Managers and Supervisors

- Managers and Supervisors are responsible for the following:
- Ensuring appropriate respiratory equipment is selected, provided, and properly maintained.
- Ensuring workers required to wear respiratory equipment receive adequate training in inspection, use, and care.
- Ensuring fit tests are conducted and that appropriate equipment is available to workers.
- Maintaining records of training, fit testing, inspections, maintenance, hydrostatic testing, and air-quality assessments.
- Ensuring workers are physically fit to wear respiratory equipment.

Considerations may include:

- claustrophobia
- asthma
- epilepsy
- anxiety
- any other condition that may impair safe respirator use

Conducting periodic evaluations to ensure compliance with applicable codes, standards, and regulations.

Workers

Workers are responsible for the following:

- Using the appropriate respiratory equipment when required.
- Informing their supervisor of any condition that may impair their ability to safely use respiratory protective equipment (e.g., claustrophobia, asthma, epilepsy, anxiety).
- Ensuring respiratory equipment is in good working order prior to use.
- Reporting any defects or malfunctions before the equipment is returned to service.
- Ensuring the respirator worn is the same size and type used during the fit test.
- Cleaning the equipment after use and storing it properly in the designated location.
- Participating in all required training.
- Maintaining required certifications (e.g., H2S Alive, Fit Testing).
- Use the appropriate equipment when required.
- Let their supervisor know if anything may hamper their ability to use respiratory protective equipment. Considerations should include claustrophobia, asthma, epilepsy, anxiety, etc.
- Ensure the respiratory equipment is in good working order before using it.
- Report any defect or malfunction before the equipment is returned to service.
- Ensure that the mask or respirator is the size and type that was used in the fittest.
- Ensure the equipment is cleaned and ready for its next use before storing it in the appropriate location.
- Participate in the training provided.
- Refuse work if they believe it is unsafe due to either a lack of training or conditions.
- Maintain certification if required (e.g., H2S Alive, Fit Testing, etc.)

Training

All workers required to wear respiratory protective equipment will receive training from a competent worker.

Training will cover:

- Inspection of the respirator
- Proper donning and doffing procedures
- Correct use during work tasks
- Cleaning, sanitizing, and storage requirements
- Limitations of the equipment

Workers must also understand and perform a negative-pressure user seal check each time the respirator is donned to ensure an effective face seal.

Respiratory Hazards

Hazard assessments will determine when respiratory protection is required. Respiratory protective equipment is used to protect workers from the adverse health effects associated with inhaling:

- **Hazardous dusts**
- **Harmful vapours**
- **Toxic gases**
- **Oxygen-deficient atmospheres**
- **Any combination of the above**

These represent common inhalation hazards encountered in industrial environments. For more comprehensive information, workers should consult the applicable provincial Occupational Health and Safety (OHS) legislation.

Typical Inhalation Concerns and Respiratory Protection Requirements

Hazard Category	Substance	8Hour OEL	15Minute OEL	Recommended Protection
Hazardous Dusts	Asbestos / RCF Fibers	—	—	Cartridge Respirator with HEPA Filters
	Lime	—	—	—
	Molecular Sieve Dust	—	—	—
	Sulfur (dust)	—	—	—
	Celite 545	—	—	—
Harmful Vapors	Benzene	1 ppm (0.5 BC)	5 ppm (2.5 BC)	Organic Vapor Cartridge Respirator (up to 10 ppm for 8 hrs)
	Diethanolamine	0.46 ppm	0.9 ppm (SK)	SCBA / SABA
	Ethylene Glycol (Vapor)	50 ppm	—	SCBA / SABA
	Methanol	200 ppm	250 ppm	SCBA / SABA
	Sulfuric Acid	1 mg/m³	3 mg/m³	SCBA / SABA
	Ammonia	25 ppm	35 ppm	SCBA / SABA
	Welding Fumes	—	—	Cartridge Respirator with HEPA Filter

Respiratory Protection Requirements – Aerosols, Toxic Gases & Oxygen Deficiency

Hazard Category	Substance/Condition	8Hour OEL	15Minute OEL	Recommended protection
Aerosolized Chemicals	Aerosol Spray Paint	—	—	Organic Vapor Cartridge Respirator with Pre-Filter
Toxic Gases	Hydrogen Sulfide (H_2S)	10 ppm	15 ppm (ceiling)	SCBA / SABA
	Sulfur Dioxide	2 ppm	5 ppm	SCBA / SABA
Oxygen Deficiency	Atmosphere < 19.5% O_2	—	—	SCBA / SABA

Regulatory Notes

Hydrogen Sulfide (H_2S) – British Columbia

- BC does not publish an 8hour OEL for H_2S.
- A 10ppm ceiling applies.
- Exposure must be kept as low as reasonably achievable (ALARA).

Oxygen Deficient Atmospheres

Atmospheres below 19.5% oxygen are considered immediately dangerous to life or health (IDLH).
Common locations include:

- Confined spaces inside vessels and tanks
- Below grating in compressor or process buildings
- Electrical vaults
- Water well enclosures

Initial entry for atmospheric testing requires SCBA/SABA. Any entry requires a documented hazard assessment and must follow the Tri Energy Confined Space Code of Practice.

Combined Hazards

If multiple respiratory hazards are present, workers must use protection appropriate to the most hazardous element.

Selecting Respiratory Equipment

Appropriate respiratory equipment must be selected based on the intended use and in accordance with the most current CSA Standard Z94.4 – Selection, Use, and Care of Respirators. Selection must always consider the nature of the contaminant, its concentration, the work environment, and the limitations of the equipment.

Air Purifying Respirators (APRs)

Air-purifying respirators remove contaminants from the ambient air before it is inhaled. They function by:

- Filtering particulates such as dusts, metal fumes, and mists, or
- Adsorbing gases and vapours onto a chemical sorbent contained within a cartridge or canister.

APRs are tight-fitting and are available in two primary configurations:

- Half face piece respirators – covering the nose to below the chin.
- Full face piece respirators – covering from above the eyes to below the chin, providing both respiratory and eye protection against irritating chemicals.

Types of Air-purifying Respirators

APRs include several styles, each designed for specific hazards:

- Particulate respirators (formerly referred to as dust, fume, or mist masks)
- Chemical cartridge respirators May include combination cartridges with a particulate pre-filter to protect against mixed contaminants.
- Gas masks Contain larger quantities of adsorbent than standard cartridges and provide a higher level of protection.
- Powered Air-purifying Respirators (PAPRs) Use a battery-powered blower to pull air through filters or cartridges, reducing breathing resistance and increasing comfort.

Approved APRs

- All approved APRs must clearly indicate:
- The type of substance(s) the filter or cartridge protects against
- Any limitations of the respirator, filter, or cartridge
- Applicable approvals or certifications (e.g., NIOSH)
- Proper cleaning and maintenance procedures - Parts (filters, cartridges, airlines, and so on) that make up the complete NIOSH-approved assembly
- The label “NIOSH” on the parts
- Approval number (always starting with the letters TC)

Respirator Components, Filters, and Cartridges

Respirator Parts and Compatibility

Before use, ensure that your respirator is complete and assembled with all manufacturer approved components. Because each manufacturer uses its own design, **parts are not interchangeable between brands**. Only the correct snap-on or screw in filter or cartridge designed for your specific respirator model may be used. Using cartridges or filters from another brand, even if they appear to fit, will result in an improper seal and may allow contaminants to enter the face-piece. **Any alteration, modification, or use of non-approved parts voids the NIOSH approval** and compromises worker safety.

Filters and Cartridges

Filters
Filters are made of fibrous material that traps airborne particles as you inhale. Respirators equipped with filters provide protection against **particulate contaminants**, including:

- Dusts
- Metal fumes
- Mists
- Fibres

Cartridges
Cartridges protect against **gases and vapours**. They may contain:

- **Adsorbent materials** (e.g., activated charcoal) that capture contaminants, or
- **Reactive chemicals** that neutralize contaminants through a chemical reaction.

Combination Cartridges
Some chemical cartridge respirators can be fitted with **particulate filters** to provide protection against both:

- Gases and vapours
- Particulates

Fully integrated **combination gas/vapour and particulate cartridges** are also available and must be selected based on the specific hazards identified in the hazard assessment.

The following table is based on the NIOSH description of particulate filter classes for non-powered air-purifying respirators.

Type of Contaminant	N Class (Not resistant to oil)	R Class (Resistant to oil)	P Class (Oil proof)	Type of Contaminant
Solid and water-based particulates (non-oil)	N95, N99, N100	R95, R99, R100	P95, P99, P100	Solid and water-based particulates (non-oil)
Any particulates (oil or non-oil)	—	R95, R99, R100 (use for one shift in oil environments)	P95, P99, P100 (use for multiple shifts in oil environments)	Any particulates (oil or non-oil)
Non-oil particulates requiring HEPA (“100”) filter (e.g. asbestos, lead, hantavirus, cadmium)	N100	R100	P100	Non-oil particulates requiring HEPA (“100”) filter (e.g. asbestos, lead, hantavirus, cadmium)
Oil and/or non-oil particulates requiring HEPA (“100”) filter (e.g. asbestos, lead, hantavirus, cadmium)	—	R100 (one shift in oil environments)	P100 (multiple shifts in oil environments)	Oil and/or non-oil particulates requiring HEPA (“100”) filter (e.g. asbestos, lead, hantavirus, cadmium)

Technical Note: Oil is defined as a high-boiling hydrocarbon liquid that accumulates on particulate filters with minimal evaporation. Examples include: Lubricants, Cutting fluids and Glycerine.

Warning Properties, Cartridge Limitations, and APR Use Requirements

Warning Properties and Cartridge Breakthrough
Gas and vapour cartridges can only be used safely when the contaminant has adequate warning properties. The worker must be able to detect the contaminant, by smell, taste, or respiratory irritation, when the cartridge begins to fail. If the contaminant cannot be sensed before exposure exceeds safe levels, the respirator is not acceptable unless it is equipped with a certified end of service life indicator.

For a substance to be suitable for use with a gas/vapour cartridge:

- The odour threshold must be below the exposure limit.
- When comparing odour threshold to exposure limits, always use the 8hour TWA where one exists.
- If only a ceiling limit is published, use the ceiling limit.
- Odour thresholds are often expressed as a range; the upper end of the range must be used to ensure full protection

End of service life Indicators (ESLI's)
A small number of cartridges are manufactured with an End of service life indicator (ESLI) for example, mercury vapour cartridges. An ESLI changes colour to show when the cartridge is spent and must be replaced. These are used for contaminants with poor warning properties where breakthrough cannot be reliably detected by the worker.

Filters and Cartridges – How They Work

Filters
Filters are made of fibrous media that trap airborne particles during inhalation. They provide protection against **particulate contaminants**, including:

- Dusts
- Metal fumes
- Mists
- Fibres

Cartridges
Cartridges protect against **gases and vapours**. They may contain:

- **Sorbent materials** (e.g., activated charcoal) that adsorb contaminants, or
- **Reactive chemicals** that neutralize contaminants through chemical reaction.

Combination Cartridges
Some chemical cartridge respirators can be fitted with particulate filters, allowing protection against both gases/vapours and particulates. Fully integrated combination gas/vapour and particulate cartridges are also available and must be selected based on the hazard assessment.

Use, Care, and Maintenance of APRs
Many air-purifying respirators are designed as **single-use units** and must be discarded after each use. For reusable APRs, Tri-Energy Services Ltd will follow the manufacturer's instructions for:

- Use
- Care
- Storage
- Maintenance
- Maximum number of donnings

As a general guideline:

- Used respirators will be stored in a clean, breathable container between uses.
- Any washable components will be cleaned with mild detergent and allowed to air dry.
- Only manufacturer approved parts will be used; alterations, modifications, or non-approved components void NIOSH approval and compromise protection.

Warning Properties & Threshold Exposure Limits
For gas and vapour cartridges to be used safely, the contaminant must have adequate warning properties. The worker must be able to detect the contaminant, by smell, taste, or respiratory irritation, when breakthrough begins. If the contaminant cannot be sensed before exposure exceeds safe levels, the respirator is not acceptable unless equipped with a certified end of service life indicator.

To ensure safe use:

- The odour threshold must be below the exposure limit.
- The exposure limit represents the maximum concentration a worker may be exposed to without respiratory protection.
- When comparing odour threshold to exposure limits, always use the 8hour TWA where one exists.
- If only a ceiling limit is published, use the ceiling limit.
- Because odour thresholds vary between individuals, always consider the upper end of the threshold range to ensure protection for all workers.

End of Service Life Indicators (ESLI's)
Some contaminants have poor warning properties. For these substances, specialized cartridges equipped with an end of service life indicator (e.g., mercury vapour cartridges) must be used. An ESLI provides a visual colour change when the cartridge is spent and must be replaced.

Air-purifying Respirators (APR's)
Air-purifying respirators remove contaminants from the air the wearer breathes.

They may use:

- **Mechanical filters** to trap particulate contaminants, or
- **Chemical cartridges** to remove gases and vapours before they reach the lungs.

APR's **do not** protect against oxygen deficient atmospheres and **do not** supply oxygen.
Use, Care & Maintenance of APR's
Many APR's are designed as single use units and must be discarded after each use. For reusable APR's, Tri-Energy Services Ltd will follow the manufacturer's instructions for:

- Use and Care
- Maintenance
- Maximum number of donnings

General Tri-Energy guidelines include:

- Storing used respirators in a clean, breathable container between uses.
- Washing any approved washable components with mild detergent and allowing them to air dry.
- Ensuring only manufacturer approved parts are used; any modification or substitution voids NIOSH approval and compromises protection.

Person Responsible for Selecting and Providing Respiratory Protective Equipment

The individual designated below is responsible for ensuring that all respiratory protective equipment (RPE) used at Tri-Energy Services Ltd. is selected, issued, and maintained in accordance with CSA Z94.4 – Selection, Use, and Care of Respirators, applicable regulatory requirements, and Tri-Energy's internal procedures.

Name: Telephone: Position:

Conditions for Use

1. Health Surveillance

Workers must be medically fit to wear a respirator. Medical evaluations will be completed prior to initial fit testing and repeated as required when a worker's health status changes or when indicated by supervisory or medical personnel.

2. Fit Testing

Any RPE that relies on a tight-fitting face seal must be fit-tested by a competent, trained person:

- At least every two years
- Whenever a worker's physical condition changes (e.g., significant weight change, facial surgery, dental changes, facial hair).

Fit testing must follow the procedures outlined in CSA Z94.4.

3. NIOSH Approval

All respiratory protective equipment must be NIOSH approved (e.g., N95, N99, N100). No substitutions, modifications, or non-approved components are permitted.

TASK	AIRBORNE HAZARD	TYPE OF RESPIRATOR	RESPIRATOR MAKE/MODEL	TYPE OF CARTRIDGE	CARTRIDGE MAKE/MODEL	RPE USE MANDATORY?

Self-contained and Supplied Air Breathing Apparatus

In oxygen deficient atmospheres (below 19.5% oxygen) or in environments where toxic contaminants exceed allowable exposure limits, workers must use Self Contained Breathing Apparatus (SCBA) or Supplied Air Breathing Apparatus (SABA). These systems provide a reliable source of breathable air and are required for all IDLH or potentially IDLH conditions.

Self-Contained or Supplied-Air Breathing Apparatus

In oxygen-deficient atmospheres (under 19.5% oxygen), or in atmospheres with toxic contaminants that exceed the allowable exposure limits, self-contained (SCBA) or supplied air (SABA) must be used.

General Requirements

All SCBA and SABA used at Tri-Energy Services Ltd. must:

- Maintain **positive pressure** inside the face piece at all times while in use.
- Provide **full-face protection**.
- Include **nose cups** to reduce fogging and maintain visibility.

SCBA Requirements

Self Contained Breathing Apparatus (SCBA) used at Tri-Energy Services Ltd. must:

- Provide a minimum 30minute air supply
- Be equipped with a low-air warning alarm to alert the wearer when the remaining supply reaches the critical threshold

SABA Requirements

Supplied Air Breathing Apparatus (SABA) must:

- Be fitted with an egress bottle, used only for emergency escape
- Use only approved hoses, fittings, and regulators
- Ensure all air hoses connecting the apparatus to the main air supply are:
  - A minimum of 6 mm (1/4 inch) inside diameter, and
  - A maximum of 90 meters in length

Limitations of Cartridge Respirators
Cartridge respirators **must not** be used for protection against:

- Hydrogen Sulfide (H_2S)
- Sulfur Dioxide (SO_2)
- Methanol fumes

These contaminants require SCBA or SABA due to their toxicity, poor warning properties, and potential for rapid breakthrough.
Cartridge respirators **may** be used for **benzene**, but only for concentrations **up to 10 ppm**, and only when all other selection criteria (warning properties, exposure limits, task duration) are met

Inspections
Workers must inspect their breathing apparatus **before and after each use**. All face-pieces and respirators must be cleaned and sanitized after use so they remain ready for deployment at any time.
In addition to the pre-use inspection, all breathing apparatus must undergo a **comprehensive inspection at least once every month**. This inspection must include:

- Tightness and integrity of all connections
- Condition of all component parts (face-piece, harness, hoses, valves, gauges, O-rings, cylinders, etc.)
- End of service life indicators
- Shelf life and expiry dates
- Proper functioning of regulators, alarms, and warning systems
- Cylinders filled to their specified working pressure
- Pliability and condition of rubber or elastomeric components

Hydrostatic Testing (Hydro Tests)
All breathing air cylinders—including cascade systems, air carts, egress bottles, SCBA cylinders, and resuscitator cylinders—must be rotated so that each receives a thorough external inspection and complete air change at least once per year. This inspection must include verification of the hydrostatic test date. If a cylinder is due for hydrostatic testing, it must be removed from service and sent to a qualified service provider.

Hydrostatic testing requirements:

- Composite cylinders: every 3 years
- Steel cylinders: every 5 years

Note: CGA C6.2 – 1982, Regulation 9.1.3 establishes a maximum service life of 15 years for composite cylinders. Any composite cylinder older than 15 years must be immediately removed from service.

Breathing Air Quality Requirements
Compressed breathing air supplied for SCBA or SABA must meet the requirements of the current CSA Standard for Compressed Breathing Air. To ensure compliance, breathing air must be tested at intervals not exceeding one year, and certification records must be maintained and kept with the equipment. Any air source that fails to meet CSA requirements must be taken out of service until corrective action is completed and verified. Air used for respiratory protection must also fall within all acceptable limits specified by the CSA Standard.

Air used for respiratory protection must fall within the following acceptable limits:

Oxygen Content

- **19.5% to 22.5%**

Maximum Allowable Contaminant Levels

- **Carbon Monoxide:** 5 mL/m³
- **Carbon Dioxide:** 500 mL/m³
- **Methane:** 25 mL/m³
- **Nitrogen Dioxide:** 0.3 mL/m³
- **Nitrogen Oxide:** 2.5 mL/m³
- **Halogenated Hydrocarbons:** 5 mL/m³
- **Oil, Particulate Matter, Condensates:** 1 mL/m³
- **Water:** Dew point at least **5°C below** the lowest temperature to which the system may be exposed
- **Odour:** Air must be **free of any detectable odour**

Fit Testing Requirements

All workers who may be required to wear a breathing apparatus must be **clean-shaven** wherever the respirator seals to the face. Beards, goatees extending below the jawline, or any facial hair that interferes with the sealing surface are **not permitted** on worksites where hydrocarbons are present or may be released. A proper seal is essential for the respirator to function as designed. Any employee who may be required to wear a breathing apparatus, including cartridge respirators, must be **fit tested** for the specific make, model, and size of respirator they will use. Fit testing is **not required** for disposable, single use dust masks.

Fit tests must be conducted:

- By a qualified person trained in approved fit-testing procedures.
- Before the worker's initial use of any tight-fitting respirator.
- At intervals required by provincial OHS legislation in Alberta, British Columbia, and Saskatchewan.
- Whenever there is a change in the respirator face-piece (brand, model, or size).
- Whenever a worker's physical condition changes in a way that could affect the respirator fit (e.g., significant weight change, facial surgery, dental changes, or facial hair).
- While the worker is wearing any other protective equipment required for their duties, to ensure compatibility and an uncompromised seal. All fit-testing activities must be documented.

Records must be maintained on file and must clearly indicate:

- Fit test results
- The make, model, and size of the respirator tested
- The type of fit test performed
- Confirmation that the worker received instruction on proper use, limitations, and care of the respirator

These records must be retained in accordance with Tri-Energy Services Ltd. requirements and applicable provincial OHS regulations. Fit testing must follow the procedures outlined in **CSA Z94.4 – Selection, Use, and Care of Respirators**. Employees, who may be required to wear a breathing apparatus, including a cartridge respirator, must be fit tested for the equipment they will be using. Fit tests are not required for disposable one-use dust masks.

Fit Checks

Before each use, employees must visually inspect their breathing apparatus and perform a **negative pressure fit check** to confirm an effective seal. This check includes blocking off the air inlet and inhaling to create a vacuum inside the face-piece; the mask should adhere to the face for at least **five seconds** without allowing air to leak in.

Use of Respiratory Equipment

- Corrective eye-wear must not interfere with the face to respirator seal.
- All other PPE required for the task must be evaluated to ensure it does not compromise the respirator seal at any time.
- Environmental conditions, including high or low temperatures, must be considered and appropriate precautions taken.
- When a worker is required to use an SCBA or SABA to enter an **IDLH atmosphere**, a second worker must stand by, monitor conditions, and be equipped to perform a rescue if necessary.
- Additional hazards must be assessed, including **Lower Explosive Limit (LEL)** readings. No worker may enter an area where the atmosphere exceeds **20% LEL**, except in emergencies such as controlling a release or rescuing another worker, and only when established procedures adequately protect worker safety.

References

- Safety Data Sheets (SDS): Specify the required protective equipment for each chemical.
- CAPP Respiratory Guidelines: http://www.capp.ca/default.asp?V_DOC_ID=763&PubID=24904
- CSA Z94.4 – Selection, Use, and Care of Respirators
- CSA Z180.1 – Compressed Breathing Air and Systems

Legislation

Alberta Occupational Health & Safety Code

- Part 4 – Chemical Hazards, Biological Hazards and Harmful Substances
- Part 18 – Personal Protective Equipment
- British Columbia Occupational Health and Safety Regulation
- Part 5 – Chemical Agents and Biological Agents
- Part 6 – Substance Specific Requirements
- Part 8 – Personal Protective Equipment

British Columbia

- British Columbia Occupational Health & Safety Regulations, Part 5 Chemical Agents and Biological Agents
- British Columbia Occupational Health and Safety Regulations, Part 6 Substance Specific Requirements
- British Columbia Occupational Health and Safety Regulations, Part 8 Personal Protective Equipment

Saskatchewan Occupational Health and Safety Regulations

- Part VII – Personal Protective Equipment
- Part XXI – Chemical and Biological Substances
- Safety Data Sheets (SDS) specify the type of protective equipment to be used for each different chemical.
- CSA Standard for Selection Use and Care of Respirators
- CSA Standard for Compressed Breathing Air

TRI-ENERGY SERVICES LTD

SILICA CODE OF PRACTICE

Silica is the second most common mineral on earth, making up nearly all of what is called “sand” and “rock.” Silica exists in many forms, one of these, “crystalline” silica (including quartz), is the most abundant and poses the most significant concern for human health. Some common materials that contain silica include rock, sand, topsoil and fill, concrete, cement, mortar, masonry, brick, tile, granite, sandstone, slate, asphalt (containing rock and stone) and fibrous- cement board containing silica.

How Can Workers Be Exposed to Silica

Silica is a primary component of many common construction materials. Consequently, silica-containing dust can be generated during many construction activities, including:

- Abrasive blasting (e.g., of concrete structures)
- Jack hammering, chipping, or drilling rock or concrete
- Cutting brick or tiles
- Sawing or grinding concrete
- Road construction
- Loading, hauling, and dumping gravel
- Demolition of structures containing concrete
- Sweeping concrete dust

Workers performing these activities, or working in the vicinity of such activities, can be inadvertently be exposed to harmful levels of airborne silica if not properly protected. Studies show that when common construction work tasks involving the sanding, drilling, chipping, grinding, cutting, sawing, sweeping, and blasting of concrete or concrete products are conducted without the use of proper dust controls, workers are exposed to airborne silica concentrations at levels far above allowable regulatory “occupational exposure limits” (OEL’s).

Health Hazards

Long-term or heavy short-term exposures to crystalline silica dust can cause a disabling, sometimes fatal disease called “silicosis.” The fine silica particles are deposited in the lungs, causing thickening and scarring of the lung tissue. The scar tissue restricts the lungs’ ability to extract oxygen from the air. This damage is permanent, but symptoms of the disease may not appear for many years.

A worker may develop any of three types of silicosis, depending on the concentrations of silica dust and the duration of exposure:

- Chronic silicosis—develops after 10 or more years of exposure to crystalline silica at relatively low concentrations.
- Accelerated silicosis—develops 5 to 10 years after initial exposure to crystalline silica at high concentrations.
- Acute silicosis, develops within a few weeks, or 4 to 5 years, after exposure to very high concentrations of crystalline silica.

Initially, workers with silicosis may have no symptoms; however, as the disease progresses, a worker may experience shortness of breath, severe cough and weakness. These symptoms can worsen over time and lead to death.
Exposure to silica has also been linked to other diseases, including bronchitis, tuberculosis, and lung cancer. Crystalline silica dust (e.g., quartz dust) is also a carcinogen.

Hazard Identification

The majority of work typically performed by company workers does not involve or create airborne silica dust, so consequently, the risk presented is infrequent. Typically, the only portion of work that will create silica dust is drilling into concrete slabs, walls or footings for the installation of anchors to hold electrical / instrumentation systems or components in place.
This Exposure Control Plan specifically targets “silica dust exposure” as a hazard that may be periodically encountered in completing such work and the control measures to be applied to minimize this potential hazard.

Other task-specific hazards are identified, noted and suitable control measures defined to mitigate such risks through the mandatory use of standard hazard management processes (i.e., FLHA’s & JHA’s) that are in use throughout operations.

Responsibilities

Due to the health risk posed by airborne silica dust, it is essential that personnel involved in any task that could potentially result in them being exposed to this hazard are aware of their responsibilities under HSE Program:
As an employer, Tri-Energy Services Ltd. will provide a job-specific plan for any task where warranted, outlining the identified hazards and the work methods / practices to be followed.

Considerations shall include:

- Availability and delivery of all required tools/equipment / scope & nature of work to be done / control methods to be applied / level of respiratory protection required and coordination plans with others affected by the work.
- Ensure that the materials (e.g., tools, equipment, PPE) and other resources (i.e., training materials, company documentation) required to fully implement and maintain a plan that is readily available as required.
- Conduct a periodic review of the effectiveness of any plan to ensure defined control measures are being used and are effective.
- Ensure that company supervisors and workers are educated and trained to an acceptable level of competency for the work to be undertaken.
- Maintain records of training, fit-test results, crew talks, and inspections (equipment, PPE, work methods/practices).
- Coordinate the work with the management and other employers on-site to ensure a safe work environment is maintained at all times.

Supervisors are responsible to:

- Assist management in the development and finalizing of this plan given his or her familiarity with the scope of work to be done.
- Oversee the development of an appropriate and complete job plan (JHA) to be applied.
- Review all required/related documentation with involved workers, ensuring their understanding of the requirements, procedures and expectations to be followed in order to complete this work safely.
- Ensure that involved workers are educated and trained to an acceptable level of competency for the work to be undertaken.
- Provide ongoing support to involved workers through the duration of the task to ensure defined
- PPE identified precautions, and job-specific control measures are being used and are effective.
- Direct / oversee the work in a manner that ensures the risk to workers is minimized and adequately controlled.
- Communicate with management and other sub-contractors to ensure a safe work environment is maintained at all times.
- Investigate any task related incidents, issues or near misses as they may occur as per HSE practices.

Involved Workers are responsible to:

- Know the hazards of silica dust exposure.
- Know, understand and comply with the established work procedures and job-related requirements as directed by a supervisor and relevant task-specific documentation to ensure safe completion of this task.
- Use the assigned protective equipment in an effective and safe manner at all times while in the confined space performing such work.
- Promptly report any exposure incidents, unsafe conditions or acts to a supervisor without delay.

Control Measures:

The company has a duty to protect workers from silica dust exposure on sites. It is the company's intent on keeping such exposure to workers to as low as reasonably possible and below allowable Occupational Exposure Limits under Provincial OH&S legislation.
We commit to being diligent in efforts to select the most effective control technologies and practices available and to ensure that identified and appropriate control measures are implemented and followed on sites as warranted dependent on the extent of the hazard.

Possible control measures may include:

PPE	Goggles	To prevent silica dust exposure to a person's eyes, which can cause irritation. Must be worn by workers when drilling or cleaning up.
PPE	Hearing Protection (earplugs)	For protection for noise & prevent dust in ears.
PPE	Eyewash station	For use in event of contamination to worker's eyes. Must be readily available for use if / as needed.
PPE	Half mask respirator with P100 cartridges	To prevent worker inhalation of airborne silica dust particles.
Ventilation	Air Mover(s)	For use in a confined space entry situation to provide fresh, breathable air & move contaminated air out of immediate work atmosphere. Must be operating at all times while workers are inside a confined space.
Equipment	HEPA vacuum	To remove / contain silica / concrete dust created through a work process (i.e., drilling into concrete). Hose nozzle to be kept as close as safely possible to work zone for the best collection of dust. Sweeping of concrete dust, especially in a confined space, is not recommended.
Proper Hygiene	Water / hand cleaner	To allow involved workers an opportunity for proper cleanup for scheduled breaks and at the completion of the task. Involved workers must fully wash hands before handling or consuming food items.
Proper Hygiene	-----	Contaminated disposable coveralls to be removed / discarded before entering the lunch trailer for breaks.

Education & Training

Before starting any work where silica dust is a significant hazard, involved individuals must be familiar with and understand the scope of work being done as well as the parameters / contents outlined in the "task-specific" documents before participating in that task.

These documents shall include:

- The "task-specific" hazard assessment (FLHA & / or JHA) created for that job.
- Rescue Plan for that job (if warranted).
- Relevant permit (i.e., Confined Space Entry Permit, Client permit, etc.) as relevant.
- Any additional documents that are relevant to that job at hand.

An SDS sheet for concrete must be readily available on-site & also reviewed with involved workers during the job planning stages of such work. Reference to the applicable occupational health & safety legislation in that jurisdiction is also suggested as may be warranted.

Review

Prior to the start of work where silica dust is a significant hazard, the supervisor must review the plan with all workers involved with the particular task. All involved crew members must sign off on the document indicating they understand and acknowledge the risks and hazards associated with this work and the identified control measures / safe work practices to be implemented for the safe completion of this task.

Injury Treatment and Incident Reporting

Any worker experiencing difficulty breathing during or after performing a task where silica dust was present must be taken to the nearest hospital for medical assessment and potential treatment.

If a worker gets silica or concrete dust in their eyes, the affected area must be flushed immediately using the on-site eyewash station and/or clean water. Use copious amounts to ensure thorough rinsing. Following initial first aid, the worker is to be transported to the local hospital for precautionary medical evaluation.

In accordance with HSE Policies, all injuries, incidents, near misses, and damage events must be reported to the supervisor immediately for investigation and follow-up. The appropriate client representative must also be notified without delay, and all required incident documentation must be completed.

Legislative Resources

Alberta Occupational Health & Safety Code

- Part 4 – Chemical Hazards, Biological Hazards and Harmful Substances
- Part 18 – Personal Protective Equipment
- Part 26 – Ventilation Systems

British Columbia

- British Columbia Occupational Health and Safety Regulations – Part 4 General Conditions
- British Columbia Occupational Health and Safety Regulations – Part 5 Chemical Agents and Biological Agents
- British Columbia Occupational Health and Safety Regulations – Part 6 Substance Specific Requirements
- British Columbia Occupational Health and Safety Regulations - Part 8 Personal Protective Equipment

Saskatchewan

- Saskatchewan Occupational Health and Safety Regulations – Part VI General Health Requirements
- Saskatchewan Occupational Health and Safety Regulations – Part VII Personal Protective Equipment
- Saskatchewan Occupational Health and Safety Regulations – Part XXIV Silica Processes and Abrasive Blasting

TRI ENERGY SERVICES LTD

AERIAL LIFTS CODE OF PRACTICE

Aerial Work Platforms are vehicle-mounted, elevated and rotating work platforms used to lift and position personnel.

Precautions

- Only operate the aerial platform on stable even ground.
- Before operating on concrete or other building surfaces, ensure the rating of the floor material can withstand the weight of the aerial platform, as well as the load.
- Do not exceed the maximum capacity for the platform.
- Do not extend the boom or raise the platform when on uneven surfaces or during high wind/gusty conditions.
- Do not drive the unit when the boom is extended or when the platform is elevated above the height of the unit.
- All harnesses and shock absorbing lanyards must be worn once inside the platform. The lanyard must be attached inside the platform on the engineered anchor points.
- (Note: Regular lanyard to be worn where height is a factor.)
- Ensure the guardrails are secure prior to elevating the platform.
- Once elevated, do not leave the platform to access another work area.
- Do not stand on the guardrails to perform any work.
- When working in congested areas, use a ground spotter to help guide.
- Identify ground hazards and overhead hazards when maneuvering the platform.
- Keep hands inside the guardrails when the platform is approaching close to other structures.
- Do not lower the platform unless the area below is clear of personnel and obstructions.
- Prior to using any aerial platform to access and work on electrical equipment, ensure that the equipment is appropriately de-energized and locked out.
- Do not operate the aerial platform within 7m of any overhead power line.
- Do not operate the platform over top of other workers. If necessary, use ribbon to barricade the area underneath where the platform is going to be operated.
- Ensure proper ventilation and atmosphere monitoring when operating units inside buildings.
- Aerial platforms will only be used according to manufacturer specifications. (Ensure reference in the machine.)
- The aerial platform is not to be used as an elevator.
- Only small hand tools are to be elevated onto the platform; the aerial platform is not a lifting device for material that cannot be contained inside the basket.

Operator Training

All operators of aerial platforms must review, understand and demonstrate as per manufacturer training outline consisting of both classroom and practical experience in the safe operation to demonstrate competency prior to operating an aerial platform without supervision.

Inspection

There are three types of inspections that must take place prior to the aerial platform being used to conduct any work:

1. Pre-Operation Inspection must be completed on the unit prior to operation. A pre-operation checklist will need to be developed on-site, and the operator's manual for each type of aerial platform will be referred to when developing such inspection checklists.
2. Function Tests will be conducted as outlined in the operators' manual.
3. Conduct a hazard assessment, and inspect the workplace for hazards and other trades working in the area where the machine is going to be used.

Aerial platforms are not to be modified. ANY modified, damaged or defected aerial platforms are to be tagged and taken out of service.

TRI-ENERGY SERVICES LTD

CARGO HAULING

Safe cargo hauling is essential for the safety of all workers and fellow motorists on the road. Cargo securement prevents articles from shifting or falling from vehicles.

Cargo must be firmly secured on or within a vehicle by:

- Structures of adequate strength,
- Dunnage (loose materials used to support and protect cargo) or dunnage bags (inflatable bags intended to fill space between articles of cargo or between cargo and the wall of the vehicle),
- Shoring bars,
- Tie-downs, or
- A combination of the above.

Requirements for Securement Devices

All vehicle structures, systems, parts and components used to secure cargo must be in proper working order when in use. This means that they cannot be damaged or weakened to affect their performance. The cargo securement rules reference manufacturing standards for certain types of tie-downs, including steel strapping, chain, synthetic webbing, wire rope, and cordage.

Proper Use of Tie downs

Each tie-down must be attached and secured so that it doesn't come loose, unfastened, opened or released while the vehicle is moving. All tie-downs and other components of a cargo securement system must be located inside any rub rails whenever practical. Also, edge protection must be used whenever a tie-down would be subject to wear or cutting at the point where it touches an article of cargo. The edge protection must resist wear, cutting and crushing.

Minimum Number of Tie downs

The cargo securement system used to keep articles from moving must consist of a minimum number of tie-downs. This requirement is in addition to complying with rules concerning the minimum working load limit. When an article of cargo is not blocked or positioned to prevent movement in the forward direction, the number of tie-downs needed depends on the length and weight of the articles.

There must be at least:

- One tie-down for articles 1.5 meters or less in length, and 500 kilograms or less in weight,
- Two tie-downs if the article is:
    - 1.5 meters (5 feet) or less in length and more than 500 kilograms (1,100 pounds) in weight, or
    - Greater than 1.5 meters (5 feet) but less than 3.0 meters (10 feet) regardless of weight, and
    - Three or more tie downs if the article is longer than 3.0 meters (10 feet).

For example, one tie-down is required if the article of cargo is 1.5 meters in length and does not exceed 500 kilograms (1,100 pounds). If the article of cargo was greater than 1.5 meters in length but less than 3.0 meters, then two tie-downs would be needed regardless of the weight.

When an article of cargo is not blocked or positioned to prevent forward movement and the item is longer than 3.0 meters (10 feet) in length, and then it must be secured by:

- Two tie-downs for the first 3.0 meters of length, and
- One additional tie-down for every 3.0 meters of length, or fraction of, beyond the first 3.0 meters.

If an article is blocked or braced to prevent forward movement by a header board, bulkhead, or other articles that are adequately secured, or by other appropriated means, then it must be secured by at least one tie-down for every 3.0 meters of article length, or fraction of.

Passenger and Cargo Load Limits

The combined weight of all occupants and all cargo (including added accessories) must not exceed the maximum cargo load for your vehicle. The maximum cargo load for the vehicle can be found on the tire label on the B-Pillar or edge of the driver's door. Look for the statement "The combined weight of occupants and cargo should never exceed XXX KG or XXX Lbs." to determine your vehicles maximum payload.

In addition to the maximum payload, additional loading terms and weight ratings are very important, particularly when towing a trailer or when a heavy accessory such as a snowplow has been added to the vehicle. Other terms related to loading include base curb weight, gross vehicle weight rating, gross axle weight rating, gross combined weight rating.

Effects of Improperly Loading or Overloading your Vehicle

Improper weight distribution and exceeding the maximum payload can have serious consequences in terms of passenger safety, including damage to the suspension system, springs, and shock absorbers, reduced braking capability, handling or steering problems, irregular tire wear, tire failure or other damage.

Loading and Securing Cargo

When using a vehicle to haul cargo, make sure it is correctly loaded to help ensure the safe handling of the vehicle. Tie- down or restrain items in the cargo area so that they will not come loose and create the risk of injury in a crash. Cargo should be evenly distributed over the floor of the cargo area, with the heaviest cargo on the bottom and ahead of the rear axle.

Loading Cargo on the Roof

Cargo placed on the roof will tend to make the vehicle top-heavier, causing it to lean more in corners and creating a greater possibility of vehicle rollover. If you must haul cargo on the roof of the vehicle, use extra caution when loading the vehicle and when driving. Cargo on the roof rack should be adequately secured and evenly distributed over the roof rack area, with the heaviest cargo on the bottom, near the front of the roof rack area. Any load placed on the roof rack should not exceed the maximum load roof rack load allowed for the vehicle.

Trailer Towing

The vehicle may be equipped for towing trailers. The combined total weight of the vehicle, additional trailer tow equipment, trailer, and any trailer cargo must be less than or equal to the recommended Gross Combination Weight Rating and must be appropriately balanced and secured.

TRI-ENERGY SERVICES LTD

CLEANING SOLVENTS - CODE OF PRACTICE

Purpose
This Code of Practice establishes the minimum requirements for the safe use, handling, storage, and transportation of cleaning solvents and flammable liquids. Its purpose is to prevent fires, explosions, chemical exposures, and other incidents associated with improper solvent use.

Scope
This Code of Practice applies to all workers, contractors, and supervisors who use, handle, store, or may be exposed to cleaning solvents or flammable liquids at any Tri-Energy Services Ltd. worksite, shop, or field location.

Responsibilities
- Management
- Ensure all solvents and flammable liquids used on the job are identified and assessed.
- Ensure Safety Data Sheets (SDS) are available and accessible.
- Provide training, instruction, and supervision to workers using solvents.
- Ensure proper storage facilities and approved containers are provided.
- Enforce compliance with WHMIS and all applicable regulatory requirements.

Supervisors
- Verify workers understand the hazards and safe-use procedures for all solvents.
- Ensure adequate ventilation and appropriate PPE are available and used.
- Confirm that no hot work occurs in areas where flammable solvents are in use.
- Ensure solvents are not left in open containers and are returned to proper storage.

Workers
- Follow all safe-use procedures outlined in this Code of Practice.
- Review SDS information before using any solvent.
- Use required PPE including gloves, goggles or face shields, protective clothing, and respiratory protection when applicable.
- Report damaged containers, spills, or unsafe conditions immediately.
- Never leave solvents in open tubs, vats, or unapproved containers.

Hazard Identification
- Cleaning solvents may present one or more of the following hazards:
- Fire and explosion hazards from flammable or combustible liquids.
- Toxicity hazards from inhalation, skin absorption, or ingestion.
- Chemical burns or irritation from splashes or contact.
- Oxygen-deficient or contaminated atmospheres when used in confined spaces.
- Static ignition hazards when transferring flammable liquids.

Safe Work Practices
- Use non-flammable solvents whenever possible for general cleaning.
- When flammable solvents are required, ensure no hot work is permitted in the area.
- Store flammable solvents in designated, approved storage areas away from heat, sparks, flames, and direct sunlight.
- Review SDS information for toxicity, flammability, and required controls before use.
- Provide and maintain adequate ventilation in all areas where solvents are used.
- Wear appropriate PPE including goggles or face shields, gloves, protective clothing, and respiratory protection when required.
- Do not contaminate personal clothing; remove and replace clothing that becomes soaked with solvent.
- Never leave solvents in open containers; return all materials to approved storage drums or tanks after use.
- Use only approved, properly labeled containers for transportation, storage, and field use.
- Ground and bond containers when transferring flammable liquids to prevent static ignition.
- Clean up spills immediately using appropriate absorbents and disposal methods.

WHMIS Requirements
- All hazardous products must be labeled in accordance with WHMIS legislation.
- Workers using or working near solvents must be trained and certified in WHMIS.
- SDS must be accessible at all times and reviewed prior to use.
- All WHMIS requirements for storage, handling, and disposal must be followed.

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Ventilation Requirements

Mechanical or natural ventilation must be provided to maintain airborne concentrations below occupational exposure limits.
Additional ventilation or respiratory protection is required when working in confined or poorly ventilated areas.
Ventilation equipment must be inspected and maintained regularly.

Personal Protective Equipment

- Eye and face protection: goggles or face shields for splash hazards.
- Hand protection: chemical-resistant gloves suitable for the specific solvent.
- Body protection: chemical-resistant clothing or coveralls when splash or contamination hazards exist.
- Respiratory protection: required when airborne concentrations exceed safe limits or when ventilation is inadequate
- Respirators must be selected, fitted, and used in accordance with the Respiratory Protection Program.

Storage and Transportation

- Store solvents in approved, clearly labeled containers.
- Keep containers tightly closed when not in use.
- Store flammable liquids in fire-rated cabinets or designated storage areas.
- Transport solvents in approved containers designed for flammable or hazardous liquids.
- Do not store incompatible materials together.

Emergency Response

- In case of a spill, stop the source if safe to do so and contain the spill using appropriate absorbents.
- Evacuate the area if flammable vapors are present.
- Report all spills, exposures, or incidents to a supervisor immediately.
- Follow site-specific emergency response procedures for fires, exposures, or large spills.

Training Requirements

All workers must receive training on solvent hazards, SDS interpretation, PPE use, ventilation requirements, and emergency procedures. WHMIS certification is mandatory for all workers handling or exposed to hazardous products. Refresher training must be provided as required or when new solvents or procedures are introduced.

Review and Revision

This Code of Practice will be reviewed annually or whenever new solvents, processes, or regulatory requirements are introduced.

TRI-ENERGY SERVICES LTD

COMPRESSED GAS CYLINDERS CODE OF PRACTICE

Purpose

The purpose of this Safe Work Practice is to prevent incidents, injuries, fires, and explosions associated with the improper handling, usage, storage, and transportation of compressed gas cylinders. This policy establishes minimum requirements for all workers, supervisors, and contractors handling compressed gases at Tri-Energy Services Ltd.

2. Scope

This practice applies to all compressed gas cylinders used on Tri-Energy worksites, including but not limited to oxygen, acetylene, argon, nitrogen, propane, and mixed welding gases.

3. Responsibilities

Supervisors

- Ensure workers receive instruction and training on safe handling, storage, and use of compressed gas cylinders.
- Verify that storage areas meet regulatory and manufacturer requirements.
- Enforce compliance with this Safe Work Practice.

Workers

- Follow all safe handling, storage, and usage requirements outlined in this document.
- Inspect cylinders, regulators, hoses, and attachments prior to use.
- Report damaged cylinders or unsafe conditions immediately.

4. General Safe Practices

- Cylinders must always be secured with a strap, chain, or clamp to prevent tipping.
- Cylinders must not be dropped, struck, or allowed to bump together during transport.
- Cylinders must be kept upright whenever practicable.
- Acetylene cylinders stored horizontally must stand upright for at least one hour before use.
- Keep cylinders away from excessive heat, sparks, molten metal, electrical current, and open flames.
- Oxygen cylinders and fittings must never contact oil or grease, including contamination from hands, gloves, or clothing.
- Oxygen must never be used as a substitute for compressed air.

Empty cylinders must have:

- Regulator removed
- Valve closed
- Protective cap installed (unless integral guard is built in)
- Cylinder clearly marked “EMPTY”

Do not store more than one workday’s supply of compressed gas inside a building or structure.

5. Safe Work Procedure

1. Review SDS and Manufacturer Instructions

Understand the hazards and safe handling requirements before working with any compressed gas.

- Ensure the SDS for the product is available and reviewed
- Follow all manufacturer and supplier recommendations
- Confirm cylinders are properly WHMIS-labeled

2. Wear Appropriate PPE

Use protective equipment suitable for the gas type and work environment.

- Gloves, eye protection, FR clothing as required
- Additional PPE based on SDS hazard information

3. Control Ignition Sources

Prevent fires and explosions when handling flammable gases.

- Identify and eliminate ignition sources
- Maintain required separation distances
- Keep oxygen and flammable gases stored separately

4. Install Valve Protection and Secure Cylinders

Ensure cylinders are protected and stable during storage and transport.

- Install valve caps unless using integral-guard cylinders (e.g., Altop)
- Secure cylinders upright in a ventilated area
- Never store flammable gas cylinders with oxygen cylinders

5. Use Cylinders Safely During Work

Prevent damage, impact, or unsafe positioning while cylinders are in service.

- Keep cylinders upright and secured
- Keep away from heat, sparks, and vehicles
- Ensure cylinders do not obstruct walkways or work areas

6. Transport Cylinders Correctly

- Move cylinders only with approved equipment and proper preparation.
- Secure cylinders to a cart, rack, dolly, or truck
- Never lift cylinders by slings, chains, or valve guards
- Close valves, bleed hoses to zero, remove regulators, and install caps before lifting or hoisting

7. Manage Empty Cylinders

Prevent mix-ups and ensure safe storage of depleted cylinders.

- Mark cylinders as EMPTY
- Store separately from full cylinders
- Keep valves closed and caps installed

8. Maintain Proper Storage Areas

Ensure permanent and temporary storage areas meet regulatory requirements.

- Provide means to secure cylinders upright
- Protect from falling objects and vehicle impact
- Post WHMIS signage and No Smoking signs
- Ensure adequate ventilation

6. Additional Requirements for Hazardous Work Areas

Equipment used must be rated for hazardous locations and incapable of igniting flammable substances.

Static electricity must be controlled:

Bond and ground conductive containers during transfer of flammable liquids.

- Use other effective means where bonding/grounding is not applicable.
- Protect cylinders from falling or projected objects, vehicle traffic, and mobile equipment.

7. Lifting and Hoisting Requirements

Only lift cylinder racks or trucks designed for hoisting and equipped with proper lifting attachments.
Racks without lifting points or fork pockets must not be lifted.

Never lift cylinders by:

- Wrapping slings or chains around the cylinder body
- Using the valve guard as a lifting point

8. Emergency Procedures

- Follow site emergency response plans for gas leaks, fires, or worker injury.
- Ensure spill kits, fire extinguishers, and emergency equipment are available and accessible.
- Evacuate the area if a leak cannot be controlled safely.
- Report all incidents immediately to supervision.

9. References

- Applicable Provincial Occupational Health & Safety Regulations
- Manufacturer and Supplier Safety Data Sheets
- Tri-Energy SWP: Oxy-Acetylene Torch Use
- WHMIS 2015 Requirements

TRI ENERGY SERVICES LTD

CRANES, HOISTS & LIFTING DEVICES PROGRAM

Tri-Energy Services Ltd. has implemented this program to ensure that all cranes, hoists, and lifting devices are operated safely and in compliance with Alberta OH&S legislation, manufacturer requirements, and client expectations. This program establishes the minimum requirements for equipment control, operator competency, inspections, lift planning, communication, and safe work practices to protect workers and property at all worksites.

1. Labelling & Load Chart Requirements

In accordance with Part 6, Section 62(1) of the Alberta OH&S Code, Tri-Energy Services Ltd. ensures that every lifting device has a permanently secured, weatherproof label that clearly displays:

Manufacturer's rated load capacity

- Manufacturer's name
- Model and serial number
- Year of manufacture or shipping date

Additionally, load charts or rated capacity charts must be:

- Present on all cranes and hoists
- Legible and readily accessible to the operator
- Unaltered, unobstructed, and in good condition
- Matched to the exact configuration of the equipment

Operators must review load charts prior to lifting and ensure the lifting configuration aligns with the charted capacity.

2. Operator Requirements, Competency & Authorization

Tri-Energy Services Ltd. requires that only trained, competent, and authorized workers operate cranes, hoists, or lifting devices.

Operators must:

- Demonstrate competency in safe operation
- Provide certification where required by crane type or capacity
- Understand and follow manufacturer specifications
- Read and interpret lift plans and load charts
- Maintain equipment and operator logbooks
- Select appropriate boom, jib, and crane configurations
- Determine parts of line and net lifting capacity
- Understand environmental and operational limitations

No worker may operate lifting equipment without formal authorization from Tri-Energy Services Ltd.

3. Operator Duty to Stop Work When Safety Is in Doubt

If an operator has any doubt regarding the safety of workers, equipment, or conditions surrounding a lift, the operator must not move the equipment or load until conditions are verified safe.

Required actions include:

- Immediately stopping the operation
- Assessing the situation and identifying hazards
- Communicating concerns to supervision or designated personnel
- Ensuring all workers are clear of the hazard zone
- Implementing corrective actions
- Resuming work only when the operator is fully assured that conditions are safe
- This requirement applies to all lifting operations, including routine, critical, blind, or high-risk lifts.

4. Lifting Device Operation

Tri-Energy Services Ltd. ensures that lifting devices are operated only by competent workers authorized by the employer. Operators must follow all manufacturer-recommended procedures and limitations.

Operators must be aware that load ratings do not account for:

- Swinging loads
- Tackle weight
- Wind
- Machine level
- Ground conditions
- Tire inflation
- Operating speeds
- Low-temperature restrictions

5. Logbooks

Tri-Energy Services Ltd. ensures that each lifting device has a paper or electronic logbook that:

- Is readily available for inspection at any time
- Accompanies the lifting device at all times
- Remains with the device if ownership changes
- Logbooks must be current and maintained by the operator.

6. Rated Loads

Operators must not raise a load unless:

- The accurate weight of the load is known
- The load is less than the rated capacity for the operating conditions

Tri-Energy Services Ltd. prohibits:

- Lifting loads greater than the manufacturer or engineer-rated capacity
- Raising or lowering workers unless the load is less than one-half of the rated load

7. Determining Weight of Load

Tri-Energy Services Ltd. will provide operators with all necessary information to accurately determine load weight.
A permanent load gauge will be available for any mobile crane used for load ratings of nine tonnes or greater at minimum operating radius.

8. Raising and Lowering Workers

When workers must be raised or lowered using a crane or hoist, Tri-Energy Services Ltd. will:

- Develop and implement safe work practices and procedures
- Train workers in these procedures
- Ensure equipment and personnel lifting units are inspected daily by a competent person
- Ensure inspections are recorded in the logbook

Additional requirements include:

- Personnel lifting units must meet approved standards
- Suspension members must be securely attached using approved rigging
- A secondary safety device must be installed
- Hoist drums must have a lowering-rate control system
- Workers must use full-body harnesses attached to the personnel lifting unit

9. Critical Lift Plans

A Critical Lift Plan is required when:

- The load exceeds 75% of the load chart
- The load endangers existing facilities
- Two booms are required
- Special rigging is required
- The operator cannot see the load
- The lift is engineered
- Side-load exceeds 1–1.5%

Tri-Energy Services Ltd. uses the Critical Lift Plan Form to document these requirements.

10. Lift Calculations for High-Capacity Lifts

A lift calculation is mandatory for any lift exceeding 75% of the crane's rated capacity.
The calculation must:

- Support lift planning
- Identify hazards
- Establish risk-mitigation measures
- Be reviewed and approved prior to the lift

11. Pre-Use Inspections, Lift Meetings & Lift Plans

Before any lifting operation, Tri-Energy Services Ltd. requires:

- A pre-use inspection of the crane/hoist and rigging
- A lift meeting with all involved personnel
- A completed lift plan communicated to the crew
- These steps ensure hazard identification, control implementation, and role clarity.

12. Signallers & Communication

Tri-Energy Services Ltd. will designate a competent signaler when the operator does not have a clear view of:

- The pick-up point
- The load
- The landing area
- The hook (when unloaded)

Requirements:

- Only the designated signaler may give hand signals
- Standardized, recognized signals must be used
- Operators and signalers must review signals before lifting
- This ensures consistent, safe communication during hoisting operations.

13. Unsafe Lifts

Operators must be aware of all conditions affecting lift safety, including:

- Site conditions
- Equipment conditions
- Environmental factors
- Worker proximity

If any unsafe condition exists, the operator must cease operations immediately until the hazard is corrected.

14. Preventing Loads from Passing Over Workers

Tri-Energy Services Ltd. will ensure, where reasonably practicable, that work is arranged so loads **do not pass over workers.**

Operators must not move loads over workers unless:

- No practical alternative exists
- Workers have been effectively warned

Workers must not stand or walk beneath suspended loads unless:

- They have been warned, and
- The operator is aware of their presence

When travelling with a load, operators must keep the load as close to the ground or grade as possible.

15. Suspended Loads

Workers must not stand or pass under suspended loads unless:

- They have been adequately warned
- The operator knows they are under the load

Loads must be kept low during travel to minimize risk.

16. Inspection Requirements

Tri-Energy Services Ltd. ensures all cranes, hoists, and rigging equipment are:

- Installed
- Erected
- Checked
- Labelled
- Examined
- Inspected
- Tested
- Operated
- Maintained
- Repaired

…in accordance with applicable provincial regulations and manufacturer requirements.

Inspection requirements include:

- Daily inspections at the start of each shift
- Regular inspections per manufacturer recommendations
- Mobile cranes: thorough inspection including NDT every two years or 1800 hours, whichever comes first
- Tower cranes: thorough inspection including NDT before erection and every 2000 hours or one year, whichever comes first

If any incident occurs (shock loading, sling failure, suspected damage), the crane must be removed from service until re-certified safe.

DRIVING SAFETY - CODE OF PRACTICE

1. Defensive Driving Expectations

All workers operating a vehicle must apply defensive driving principles at all times:

- Vehicle condition: Maintain the vehicle in safe working order and report defects immediately.
- Pre-trip walk-around: Inspect the entire vehicle before driving. Check for obstacles, leaks, flat tires, damage, or hazards.
- Courtesy and professionalism: Drive respectfully and avoid aggressive behaviour.
- Passing restrictions: Never pass on hills, curves, or where visibility is limited.
- Reversing safety: Walk around the vehicle before backing up. Confirm the area is clear and maintain visual awareness.
- Speed management: Reduce speed on unfamiliar, poor, or changing road conditions.
- Fitness to drive: Do not drive under the influence of alcohol, drugs, impairing medication, or when fatigued.
- Intersection awareness: Never assume other vehicles will stop at a red light; visually confirm.
- Situational awareness: Continuously scan from sidewalk to sidewalk/fence to fence. Monitor other drivers, road conditions, and weather.
- Eye movement: Shift your eyes every two seconds and maintain 360° awareness.
- Space management: Maintain a safe following distance, avoid tailgating, and always leave yourself an escape route.
- Visibility to others: Ensure other road users see you; establish eye contact when possible.

2. Safe Work Practices

Workers must follow these operational expectations:

- Manufacturer instructions: Read and follow all manuals and warning labels.
- Circle check: Conduct a full inspection before starting the vehicle.
- Seat belts: Wear seat belts at all times.
- Alertness: Only drive when alert, sober, and medically fit.
- Fatigue breaks: Take breaks during long trips; stretch and move around.
- Sun glare: Use sunglasses when driving into direct sunlight.
- Playground and residential caution: Slow down and remain vigilant in neighbourhoods.
- Construction zones: Expect delays and hazards during summer roadwork.
- Defensive mindset: Anticipate unsafe actions from other motorists.
- Signal use: Signal early and clearly.
- Safe passing: Pass only when safe; expect spray on wet roads.
- Headlights: Use headlights to increase visibility.
- Trip planning: Choose familiar routes and realistic travel times.
- Weather checks: Review conditions before departure; delay travel if necessary.
- Travel notification: Inform a responsible person of your route and ETA.
- Audio volume: Keep volume low enough to hear emergency vehicles.
- Vehicle servicing: Ensure regular maintenance and report issues promptly.
- Incident reporting: Report all motor vehicle incidents to a Tri-Energy Services Ltd. Supervisor.
- Cruise control restrictions: Do not use cruise control in poor weather.
- Speed limits: Obey posted limits; increase following distance on slippery roads.
- Lane discipline: Avoid sudden lane changes.
- Garage idling: Do not warm up vehicles inside garages.
- Distraction control: Do not multitask while driving.

3. Safety Tips

- Licensing and documentation: Carry a valid license, registration, and insurance.
- Vehicle housekeeping: Keep interiors clean and free of loose items.
- Routine checks: Inspect steering, tires, brakes, lights, wipers, and horn.
- Emergency equipment: Carry required emergency gear.
- Fuse safety: Replace fuses only with correct ratings.
- Parking brakes: Apply the hand brake while the foot brake is depressed.
- Winter traction: Use chains or winter tires when required.
- Defrosting systems: Keep defrosting equipment functional.
- Carbon monoxide prevention: Ensure adequate cab ventilation.
- Highway stops: Use hazard lights and place warning devices 30 m (100 ft.) in front and behind.
- Propane vehicles: Do not park propane-powered vehicles underground.
- Load security: Secure loads, check clearances, and mark projections over 1.3 m (4 ft.).
- Cargo restraint: Secure all internal items to prevent projectiles. Care, Maintenance, and Servicing

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4. Care, Maintenance & Servicing

- Routine inspections: Inspect lights, wipers, belts, fluids, tires, and critical components.
- Driver responsibility: Drivers are responsible for care and reporting issues.
- Maintenance schedules: Follow the prescribed maintenance program.
- Fault reporting: Address signs of malfunction promptly.
- Qualified mechanics: Use licensed mechanics for repairs.
- Record keeping: Document usage and maintenance activities.
- Vehicle Breakdowns

5. Vehicle Breakdowns

- Breakdown procedure: Signal, slow down, and pull off the road.
- Activate hazard lights.
- Raise the hood if unable to move the vehicle.
- Deploy flares or warning triangles.
- Stay with the vehicle until help arrives.

6. Collision Reporting

- Remain at scene: All drivers must stay at the scene.
- Police reporting: Report collisions involving injury, death, or combined damage over $2000.
- No fault discussion: Do not discuss responsibility.
- Witness information: Record witness names and addresses.
- Insurance exchange: Exchange insurance details with other drivers.
- Scene documentation: Record time, location, weather, and relevant details.
- Notify insurer: Contact your insurance provider promptly.
- First-on-scene actions: Move off the road, assist if safe, and notify police of injuries and location. In cold weather, run the engine intermittently and maintain ventilation.

7. Emergency Supplies

Carry emergency supplies when possible, including:

- Cold-weather gear: Blankets, heat source, matches.
- Food and water: Non-perishable snacks.
- Traction aids: Sand or salt.
- Warning devices: Flares or reflective triangles.
- Recovery tools: Tow rope, shovel.
- First aid: First aid kit.
- Lighting: Flashlight with spare batteries.

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ELECTRICAL SAFETY CODE OF PRACTICE

1. Purpose
This Code of Practice establishes the minimum requirements for the safe installation, operation, maintenance, and use of electrical equipment at Tri-Energy Services Ltd. It ensures protection of workers, property, and the environment from electrical hazards including shock, arc flash, burns, electrocution, fire, and explosion.

2. Scope
This Code applies to all Tri-Energy Services Ltd. workers, contractors, and visitors who work on, near, or may be exposed to electrical equipment or electrical hazards at any company-controlled worksite, shop, or field location.

3. Definitions
- Competent Worker: A worker who is qualified by knowledge, training, and experience to perform electrical work safely.
- Energized Equipment: Electrical equipment connected to a source of voltage.
- Hazardous Location: A location classified as Class I, II, or III due to the presence of flammable gases, vapours, dusts, or fibers
- LOTO: Lockout/Tagout procedures used to isolate energy sources.

4. Responsibilities
4.1 Management
Management shall:

- Ensure all electrical equipment is approved for its intended use.
- Provide training, PPE, and resources necessary for safe electrical work.
- Ensure electrical installations minimize fire spread and meet building code requirements.
- Ensure electrical rooms, working spaces, and egress routes remain unobstructed.
- Ensure equipment in hazardous locations is properly rated and essential to operations.

4.2 Supervisors
Supervisors shall:
- Verify that only competent and qualified workers perform electrical work.
- Ensure LOTO procedures are followed.
- Maintain safe work areas, including required clearances and illumination.
- Ensure workers use approved PPE and tools.

4.3 Workers
Workers shall:
- Follow all electrical safety procedures and training.
- Inspect cords, plugs, and tools before use. “Check power cords and plugs daily. Discard if worn or damaged.”
- Report defective equipment immediately.
- Use PPE and insulated tools as required.
- Maintain safe distances from overhead power lines and energized components.

5. Worker Qualification & Training
Only competent and qualified workers may install, alter, repair, or maintain electrical equipment.

Training shall include:
- Electrical hazard recognition
- Shock and arc flash prevention
- Interpretation of shock/arc flash labels
- Safe use of PPE and insulated tools
- LOTO procedures

6. Approved Electrical Equipment
- All electrical equipment must:
- Be approved for its specific purpose
- Meet applicable CSA and regulatory requirements
- Be installed to minimize fire spread through penetrations

7. Personal Protective Equipment (PPE)

When working on or near energized equipment, qualified workers shall use:

- Insulated tools
- Rubber gloves (leather gloves permitted for testing)
- Cover-up blankets
- Shock-resistant CSA-approved footwear
- Safety glasses, goggles, or face shields
- Flame-resistant clothing where arc flash hazards exist

8. Safe Work Practices

8.1 Ladders and Long Tools

- Metal ladders, wire-reinforced ladders, and conductive long tools are prohibited near energized equipment.

8.2 Mobile Equipment Near Power Lines

- Operators must maintain clearance from overhead power lines.
- If contact occurs, the operator remains safer inside the cab.

8.3 Travelling Under Power Lines

- Workers must know the height of loads and ensure adequate clearance.

8.4 Bare Live Parts

- Bare live parts must be guarded with approved enclosures unless exempted.

9. Maintenance & Inspection

Tri-Energy Services Ltd. shall ensure:

- All electrical equipment is kept in safe working condition.
- Emergency equipment is periodically inspected and tested.
- Infrequently used equipment is inspected before use.
- Defective equipment is repaired or permanently disconnected.
- In explosive or flammable atmospheres:
- No repairs on live equipment
- Enclosure seals must remain intact

10. Shock and Arc Flash Protection

- Equipment requiring energized examination or servicing must be field-marked with shock and arc flash warnings.

11. Access, Clearance & Illumination

- Maintain 1 m minimum working space around electrical equipment.
- No storage in electrical rooms or passageways.
- Egress routes must remain clear.
- Adequate illumination must be provided for safe operation and maintenance.

12. Flammable Materials, Ventilation & Combustible Gas

- No flammable materials may be stored near electrical equipment.
- Adequate ventilation must prevent overheating.
- Outdoor arc-producing equipment must be at least 1 m from combustible gas vents.

13. Grounding

- Grounding systems must:
- Be permanent and continuous
- Have sufficient capacity to safely conduct fault currents
- Maintain low impedance to ensure over current device operation

14. Lockout/Tagout (LOTO)

- LOTO must be applied before performing electrical work.
- If de-energizing is not practicable, alternative controls must be approved before work begins.

15. Hazardous Locations

Hazardous locations shall be classified as:

- Class I: Flammable gases or vapours
- Class II: Combustible or conductive dust
- Class III: Ignitable fibers or flyings
- Electrical equipment in hazardous locations must:
- Be approved for the specific gas, vapour, mist, or dust
- Be essential to the process
- Be located outside hazardous areas where practicable

16. Portable Electrical Equipment & GFCI

- Portable equipment used outdoors or in damp locations must have CSA-approved GFCI protection.

17. Power Cords

Power cords must be:

- Approved for their intended use
- Fitted with approved cord ends
- Grounded
- Protected from damage
- Connected to GFCI where required
- Vehicles must not pass over unprotected cords.

18. Basic Electrical Safety Rules

- Inspect cords and plugs daily
- Eliminate octopus connections
- Pull the plug, not the cord
- Never break off the third prong
- Never use extension cords as permanent wiring
- Keep cords away from heat, water, and oil

19. Review and Continuous Improvement

This Code of Practice shall be reviewed every two years or following:

- Regulatory changes
- Significant electrical incidents
- Introduction of new equipment or processes

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FABRICATION - CODE OF PRACTICE

1. Purpose
This Code of Practice establishes the minimum safety requirements for all fabrication activities conducted by Tri-Energy Services Ltd., including welding, cutting, grinding, sandblasting, and associated shop or field fabrication tasks. It ensures hazards are identified, controlled, and monitored to protect workers, property, and the environment.

2. Scope
This Code applies to all workers, contractors, and visitors involved in or exposed to fabrication operations at Tri-Energy facilities, shops, or field locations.

3. Protective Mechanisms
Tri-Energy shall implement the following protective mechanisms for all fabrication tasks:

- Engineering controls (ventilation, guards, barriers, blast curtains)
- Administrative controls (procedures, permits, training, supervision)
- PPE appropriate to the task
- Air quality monitoring where fumes, dust, or gases may accumulate
- Fire prevention and control measures
- Equipment inspection and maintenance programs
- Emergency response procedures and equipment

4. Safe Work Procedures
Safe work procedures shall be developed, maintained, and followed for all fabrication activities, including:

- Welding and cutting
- Grinding and abrasive wheel use
- Sandblasting and surface preparation
- Handling and storage of compressed gases
- Use of powered fabrication tools
- Ventilation and fume extraction
- Fire watch duties
- Housekeeping and material storage
- Procedures must be reviewed periodically and updated when equipment, processes, or hazards change.

5. Welding Procedures
All welding activities shall comply with applicable codes and standards. Requirements include:

- Only trained and authorized welders may perform welding.
- Welding machines must be inspected before use.
- Fire-resistant screens or curtains must be used to protect others from arc flash.
- Flammable materials must be removed from the weld area.
- Adequate ventilation or fume extraction must be provided.
- Cylinders must be secured and stored upright.
- A fire watch must be maintained when required.
- Workers must not breathe welding fumes; respiratory protection must be used when ventilation is insufficient.

6. Sandblasting Procedures

- Sandblasting operations must follow these controls:
- Only trained workers may operate blasting equipment.
- Blast areas must be barricaded and posted with warning signage.
- Workers must wear approved abrasive-blasting PPE (respiratory protection, gloves, suit, face shield).
- Air quality must be monitored for dust, silica, and contaminants.
- Equipment must be inspected before use, including hoses, nozzles, and couplings.
- No unauthorized personnel may enter the blasting zone.
- Compressed air systems must be maintained and drained regularly.

7. Air Quality Monitoring
Air quality monitors shall be used when fabrication tasks may generate hazardous fumes, gases, or dusts, including:

- Welding fumes
- Sandblasting dust
- Solvent vapours
- Combustion gases
- Monitoring may include:
- Particulate meters
- Gas detectors
- Ventilation flow measurements
- If air quality exceeds acceptable limits, work must stop until controls are implemented.

8. Personal Protective Equipment (PPE)

- Minimum PPE for fabrication work includes:
- Safety glasses with side shields
- Face shields for grinding or cutting
- Welding helmets with appropriate shade
- Flame-resistant clothing
- Leather gloves or welding gloves
- Steel-toe boots
- Hearing protection
- Respiratory protection where required
- PPE must be inspected before use and replaced when damaged.

9. Safety Data Sheets (SDS)

SDS must be available for all hazardous products used in fabrication, including:

- Welding rods and wire
- Solvents and cleaners
- Paints and coatings
- Abrasive media
- Compressed gases
- Workers must review SDS before using any hazardous material.

10. Permit System

A permit system shall be used for high-risk fabrication tasks, including:

- Hot work (welding, cutting, grinding)
- Confined space entry
- Sandblasting in enclosed areas
- Work involving flammable or explosive atmospheres
- Permits must be completed, authorized, and posted at the worksite.

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FLAMMABLE & COMBUSTIBLE SUBSTANCES SAFE OPERATING PROCEDURE

1. Purpose
To ensure the safe handling, storage, and use of flammable and combustible substances in all Tri-Energy operations, preventing fires, explosions, worker injury, and property damage.

2. Scope
This procedure applies to all workers, contractors, and visitors who handle, store, transport, or work in proximity to flammable or combustible substances.

3. Smoking Restrictions
Workers are strictly prohibited from smoking in any area where flammable or combustible substances are stored, handled, processed, or used.

- Smoking is only permitted in designated smoking areas.
- No open flames, lighters, matches, or spark-producing devices are allowed near hazardous materials.
- Supervisors must enforce compliance at all times.

4. Use, Mixing, and Cleaning of Flammable/Combustible Substances
Flammable or combustible substances must not be mixed, used, or cleaned in open containers at or above their flash point when near any ignition source.

Minimum separation distances:

- 3 metres (10 ft.) from ignition sources (motors, switches, heaters, pilot lights, etc.)
- 6 metres (20 ft.) from hot work areas (welding, cutting, grinding, open flame)

Additional requirements:

- Use only approved, sealed containers.
- Ensure adequate ventilation to prevent vapour accumulation.
- Eliminate all potential ignition sources before beginning work.

5. Atmospheric Hazards & LEL Limits
Workers must not enter or work in any area where the concentration of flammable or combustible vapours exceeds 10% of the Lower Explosive Limit (LEL).

Requirements:
- Continuous or periodic atmospheric monitoring must be performed using calibrated gas detection equipment.
- If readings exceed 10% LEL, the area must be evacuated and ventilated.
- Work may only resume once levels are verified below the threshold and controls are in place.

6. Storage Requirements – Non-Hazardous Work Areas
Flammable and combustible substances stored in non-hazardous areas must meet the following conditions:

Approved Storage
- Stored in ULC or CSA-certified fire-rated cabinets or designated storage rooms.
- Quantities must be minimized and not sufficient to create an explosive atmosphere if released.

Location Restrictions: Not stored within 30 metres (100 ft.) of an underground shaft.

Not stored near:
- Ventilation system air intakes
- Internal combustion engines
- Fired heaters or furnace fireboxes
- Any ignition source

General Storage Controls
- Containers must be properly labeled and sealed.
- Storage areas must have adequate ventilation.
- Large storage areas must include secondary containment (spill trays, berms, or containment pallets).
- Incompatible materials must be segregated.

7. Storage Requirements – Hazardous Work Areas

When storing or handling flammable/combustible substances in hazardous locations:

Ignition Control

- All equipment used must be rated for hazardous locations and incapable of igniting flammable vapours.
- Hot surfaces, arcing devices, and friction sources must be eliminated or controlled.

Static Electricity Control

- Conductive containers must be bonded and grounded during transfer operations.
- Non-conductive containers require alternative static control measures (anti-static mats, grounding straps, or inert gas blanketing).
- Workers must avoid wearing static-generating clothing or materials.

8. Emergency Procedures

In the event of a spill, release, or worker injury involving flammable or combustible substances:

Spill Response

- Stop the source only if safe to do so.
- Eliminate ignition sources immediately.
- Evacuate non-essential personnel.
- Use appropriate spill kits (absorbents, neutralizers, non-sparking tools).
- Notify supervision and follow the site ERP.

Fire or Explosion Risk

- Activate alarms and initiate emergency response.
- Use only Class B fire extinguishers for flammable liquids.
- Do not attempt to extinguish large or rapidly spreading fires, evacuate and call emergency services.

Worker Injury

- Move the injured worker to a safe area.
- Provide first aid and call for medical assistance.
- Report the incident immediately and preserve the scene for investigation.

9. Additional Requirements for Hazardous Locations

In any designated hazardous location (Class I, II, III areas):

- Only approved electrical and mechanical equipment may be used.
- Static electricity must be controlled through bonding, grounding, and humidity management.
- Ventilation systems must be operational and verified.
- Workers must follow all hot work permitting requirements when applicable.

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FIRE EXTINGUISHERS - CODE OF PRACTICE

Purpose:

To ensure all employees are knowledgeable on which fire extinguisher to use and how to use them. All vehicles and office locations must contain a Type ABC Fire Extinguisher. It is important that each employee is checking their fire extinguisher periodically and is aware of what to check for.

Hazards

- Smoke and Toxic Fume Inhalation
- Pressure release
- Burns
- Collapse of structure/equipment
- Heat
- Empty Fire Extinguishers

Guidelines

- All fire extinguishers must have a properly attached tag with the correct date checked off, indicating they have been re-certified within the last year.
- The arrow in the dial needs to be pointing within the green area.
- Ensure the pin is present and properly inserted in the handle to prevent accidental discharge.
- Always keep fire extinguishers visible and easy to access.
- Ensure any assistants working with you are aware of the location of your fire extinguisher.

The P-A-S-S System:

Can be a helpful reminder of the correct steps to follow when attempting to extinguish a fire:

- Pull the pin.
- Aim low; point at the base of the fire.
- Squeeze the handle.
- Sweep from side to side, keeping the extinguisher aimed at the base of the fire.



FORKLIFT CODE OF PRACTICE

1. Purpose and Scope
This Code of Practice establishes the minimum safety requirements for the operation, inspection, and maintenance of forklifts at Tri-Energy Services Ltd. It applies to all employees, contractors, and visitors involved in or affected by forklift operations.
Forklifts include lift trucks, zoom booms with fork attachments, front-end loaders with forks, and any equipment fitted with fork attachments for work purposes.

2. Competency and Training Requirements
- Only workers who are trained, competent, and authorized may operate forklifts.
- Training must be equipment-specific and include initial, refresher, and periodic competency evaluations.
- Operators must be mentally alert, physically capable, and demonstrate responsible behaviour.
- Operators must complete an FLHA with direct crew involvement before beginning work.

3. General Safe Operating Requirements
Operators must:
- Wear the seat belt at all times.
- Keep hands, arms, head, and legs inside the equipment.
- Never drive toward a person standing in front of a fixed object.
- Travel with forks as low as practicable and slightly tilted back.
- Ensure all loads are secured or strapped to prevent shifting.
- Obey all posted traffic signs and site-specific rules.
- Maintain a minimum three-vehicle length following distance.
- Reduce speed at corners, sound the horn, and account for rear-end swing.
- Avoid sudden stops and unsafe passing.
- Travel in reverse when the load obstructs forward visibility and use a spotter when required.
- Continuously scan for oil, water, debris, uneven surfaces, pedestrians, and vehicles.
- Stop when a person crosses the travel path; lower the load and wait until clear.
- Use headlights or flashing lights in dark or obstructed areas.
- Immediately report collisions, near misses, or equipment damage.
- Never modify equipment without manufacturer or engineer approval.
- Never refuel with the engine running; clean spills immediately.
- Never use open flames to check fuel or battery levels.
- Never operate equipment with fuel leaks or unsafe conditions.

4. Inspections
- Operators must complete a pre-shift visual and functional inspection before operating.
- Any defect affecting safe operation requires the forklift to be removed from service and reported immediately.
- The Tri-Energy Forklift Inspection Checklist must be used.

5. Maintenance and Repairs
- Damaged or unsafe forklifts must remain out of service until repaired.
- Only authorized personnel may perform maintenance.
- Electrical repairs require the battery to be disconnected.

6. Operational Requirements

6.1 Detachable Forks / Fork Adjustment
Operators must:
- Raise forks to approximately 1.2 m (4 ft) for safe access.
- Tilt mast forward 45° to redistribute weight and reduce pinch points.
- Ensure the fork bar is properly lubricated.
- Use the palm of the hand below the 90° bend to adjust forks.
- Never place hands between the mast and fork — a severe line-of-fire hazard.

6.2 Travelling on Inclines
- Follow all manufacturer requirements.
- Travel downhill with forks pointed downhill when unloaded.
- Travel uphill with forks pointed uphill when loaded.
- Do not turn until the forklift is on level ground.

6.3 Steering

- Support the load with the front wheels; steer with the rear wheels.
- Avoid sharp turns at speed.
- Overloading makes steering difficult — never exceed load limits.
- Do not add counterweights to compensate for overloading.

6.4 Loading

- Know the forklift's rated capacity and never exceed it.
- Position loads according to the recommended load center.
- Keep loads close to the front wheels for stability.
- Keep the mast upright before inserting forks into a pallet.
- Level forks before insertion.

6.5 Raising the Load

- Only raise or lower loads when the forklift is stopped and braked.
- Avoid lifting loads that extend above the backrest unless safe.
- Check for overhead hazards (lights, pipes, sprinklers, power lines).
- Lift straight up, then tilt back slightly.
- Ensure forks are clear before reversing.
- Never allow anyone under an elevated load.
- Operators must remain on the forklift when the load is raised.

6.6 Handling Pallets

- Ensure forks are level and fully inserted.
- Use forks of appropriate width for even weight distribution.
- Do not adjust loads or surroundings while on the forklift.
- Never use elevated pallets as working platforms.
- Secure pallets to prevent movement during travel.

7. Parking Requirements

When leaving a forklift unattended:

- Park only in approved locations.
- Set the parking brake.
- Lower forks or load to the ground.
- Neutralize controls and shut off the engine.
- Disconnect the battery on electric forklifts.
- Follow proper propane shutdown procedures for propane-powered units.

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FUELING OPERATIONS - CODE OF PRACTICE

Purpose

The purpose of this practice is to establish the minimum standard for safe and environmentally responsible fueling of equipment and company vehicles.

General

The following procedures shall be observed for equipment and company vehicle fueling:

- Fueling operations shall occur in designated fueling areas whenever possible.
- The fueling operator shall remain in attendance for the entire fueling operation.
- Vehicle engines shall be turned off prior to and during fueling.
- The fueling operator shall identify and eliminate all ignition sources in the task area. No person shall smoke within 15 ft of a fueling operation.
- Cellular telephones shall not be used during fueling.
- Operators shall reseal all fuel storage containers and use leak-free, compatible containers designed for the type of fuel being handled.
- Waste petroleum products shall be collected and stored for proper disposal.
- All fueling equipment shall be regularly inspected, and any malfunction shall be repaired immediately.
- Fuel spills shall be immediately cleaned using spill-kit materials.
- Contaminated spill-kit materials shall be disposed of in an appropriate waste container.

Filling a Container

- Use only a CSA-approved fuel container.
- Place containers on the ground, away from vehicles, customers, and traffic.
- Never fill a container while it is inside a vehicle, trailer, truck bed, or any elevated surface. The container must be in direct contact with the ground to eliminate static-electricity hazards.
- Keep the pump nozzle in continuous contact with the container during fueling to prevent static ignition.
- Fill containers or fuel tanks slowly to prevent overfilling, spills, and static buildup.
- Do not fill a container more than 90–95% full to allow for fuel expansion.
- Wipe off any minor fuel residue before securing the container in the vehicle.
- Fuel spills shall be immediately cleaned using spill-kit materials. Before starting the vehicle or equipment, allow sufficient time for vapours to dissipate to reduce ignition risk.
- Store filled containers in a secure, well-ventilated location.

Contaminated Clothing or Skin

- If clothing or skin becomes contaminated with a flammable or combustible liquid, the worker must:
- Avoid any activity where a spark or open flame may be created or present.
- Remove contaminated clothing and ensure it is properly decontaminated before reuse.
- Wash contaminated skin at the earliest possible opportunity.

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GAS & ATMOSPHERE TESTING - CODE OF PRACTICE

1. Purpose

The purpose of this Code of Practice is to establish the minimum requirements for testing, monitoring, and controlling hazardous atmospheres in work areas where oxygen deficiency, toxic gases, or combustible gases may be present. This practice ensures compliance with the Alberta OHS Act, Regulation, and Code, including requirements for confined spaces, hazardous atmospheres, and hot work.

2. Scope

This Code of Practice applies to:

- All Tri-Energy employees and contractors performing gas testing
- All work areas where hazardous atmospheres may exist or develop
- All hot work, confined space entry, and work near potential gas sources
- All portable and fixed gas detection equipment used by Tri-Energy

3. Definitions

- Hazardous Atmosphere – An atmosphere that may expose workers to risk of fire, explosion, oxygen deficiency, or toxic exposure.
- Qualified Gas Tester – A worker trained and competent in the use, limitations, calibration, and interpretation of gas detection equipment.
- LEL (Lower Explosive Limit) – The lowest concentration of a gas or vapour capable of producing a flash or fire when an ignition source is present.

4. Responsibilities

4.1 Employer

Tri-Energy Services Ltd. shall:

- Ensure gas testing is performed by trained and competent personnel
- Provide approved, calibrated, and maintained gas detection equipment
- Ensure workers understand the hazards of oxygen deficiency, toxic gases, and combustibles
- Investigate all atmospheric incidents, alarms, and near misses

4.2 Supervisors

Supervisors shall:

- Verify that only qualified Gas Testers conduct atmospheric testing
- Ensure gas testing is completed before hot work, confined space entry, or work in suspect areas
- Ensure workers follow this Code of Practice and applicable SWPs

4.3 Workers / Gas Testers

Workers shall:

- Follow all procedures in this Code of Practice
- Use gas detection equipment correctly and maintain control of the monitor
- Report all abnormal readings, alarms, or unsafe conditions immediately
- Stop work and evacuate when unsafe atmospheric conditions exist

5. Atmospheric Hazards

Atmospheric hazards may include:

- Oxygen deficiency (<19.5%)
- Oxygen enrichment (>23%)
- Toxic gases (e.g., H_2S, CO, SO_2, benzene)
- Combustible gases or vapours (LEL)
- Stratification of gases due to density differences
- Unknown atmospheres requiring respiratory protection

6. General Requirements for Gas Testing

- All suspect or known hazardous atmospheres must be tested prior to entry or work.
- Hot work shall not proceed unless testing confirms the atmosphere is safe and remains safe.
- Atmospheres must be continuously monitored when conditions may change.
- A qualified Gas Tester must sign out the monitor and is responsible for its use, care, and documentation.
- A communication system must be established between all workers involved.
- A means to stop work, shut down equipment, and evacuate must be established.
- Evacuation points must be identified before work begins.
- All ignition sources must be eliminated when testing for combustibles.
- Supplied-air respiratory protection must be worn when testing unknown atmospheres.

7. Gas Monitor Requirements

7.1 Pre-Use Requirements

The Gas Tester must:

- Verify the calibration decal for calibration date and next due date
- Inspect the monitor for damage, cleanliness, and plugged inlets
- Ensure the monitor has been bump tested per manufacturer requirements
- Turn on the monitor in clean air to verify battery level and proper zeroing

7.2 Testing Procedure

- Approach the area from upwind, using windsocks or steam plumes to determine direction
- Observe for warning indicators such as flashing building lights, alarms, or odours
- Do not enter the area if indicators suggest a leak—contact a Supervisor
- Hold the monitor in front of you and continuously move it while entering
- Test at multiple heights:
- Above head level
- At breathing zone (waist)
- At ground level
- Pay special attention to low-lying areas, pits, trenches, and drains

Recognize that H_2S is normally heavier than air but may rise when mixed with hot products

7.3 Leak-Check Locations

Thoroughly check for leaks at:

- Threaded fittings
- Flanges
- Valve stems and packing
- Instrument vents and solenoid vents
- Sample points, vent pipes, and relief devices
- Floor drains, pits, and trenches
- Open pipes and equipment
- Concealed spaces (skid bases, waste containers)
- Pools of standing water

7.4 Alarm Response

If any hazardous reading or alarm occurs:

- Stop work immediately
- Shut down equipment if safe to do so
- Evacuate to designated muster points
- Notify Operations and your Supervisor
- Continue monitoring until the hazard is corrected

8. Gas Tester Competency Requirements

A Qualified Gas Tester must demonstrate competency in:

- Basic operation of electronic gas detectors
- Understanding sensor types (LEL, O_2, toxic sensors)
- Recognizing sensor poisoning and false readings
- Differences between motorized and hand-aspirated pumps
- Purpose and importance of calibration
- Understanding what gas the LEL sensor is calibrated to
- Pre-use inspection and zeroing
- Limitations of gas monitors (area vs. leak detection)
- Applicable Safe Work Practices
- Hands-on demonstration of testing procedures

9. Documentation

Gas Testers must:

- Record all test results on the appropriate Tri-Energy Gas Testing Form
- Document calibration and bump test verification
- Report abnormal readings, alarms, or unsafe conditions immediately

10. PPE Requirements

- Supplied-air respiratory protection for unknown atmospheres
- Half-mask or full-face respirators when required by hazard assessment
- Flame-resistant clothing in combustible gas environments
- Gloves, eye protection, and hearing protection as applicable

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11. Review and Continuous Improvement

- This Code of Practice shall be reviewed:
- Annually
- After any atmospheric incident or near miss
- When equipment, procedures, or regulatory requirements change

TRI-ENERGY SERVICES LTD

GAS CYLINDERS - CODE OF PRACTICE

1. Purpose

The purpose of this Code of Practice is to establish the minimum requirements for the safe handling, storage, inspection, transportation, and use of compressed gas cylinders at Tri-Energy Services Ltd. This practice ensures compliance with the Alberta OHS Act, Regulation, and Code, and reduces the risk of fire, explosion, leaks, and physical injury.

2. Scope

This Code of Practice applies to:

- All workers who handle or work near compressed gas cylinders
- All Tri-Energy worksites, shops, vehicles, and temporary field locations
- All types of compressed gas cylinders, including oxygen, acetylene, inert gases, and fuel gases

3. Responsibilities

3.1 Employer

Tri-Energy Services Ltd. shall:

- Provide approved cylinders, regulators, and safety devices
- Ensure workers are trained and competent in cylinder safety
- Maintain storage areas in compliance with OHS and fire code requirements
- Ensure defective cylinders are removed from service

3.2 Supervisors

Supervisors shall:

- Verify workers follow this Code of Practice
- Ensure cylinders are stored, transported, and used safely
- Respond to reports of leaks, damage, or unsafe conditions

3.3 Workers

Workers shall:

- Handle cylinders safely and report hazards immediately
- Use only approved equipment and regulators
- Maintain good housekeeping in cylinder storage and use areas

4. Hazard Identification

Compressed gas cylinders present the following hazards:

- Explosion or rupture from heat or impact
- Fire from fuel gas leaks
- Oxygen-enriched atmospheres increasing fire risk
- Toxic exposure from leaking gases
- High-pressure release causing physical injury
- Cylinder weight hazards (strains, crush injuries, dropped cylinders)

5. Preventing Cylinder Ruptures

Workers must:

- Stay alert and report unsafe conditions immediately
- Protect cylinders from heat sources, sparks, flames, and radiant heat
- Prevent cylinders from being dented, punctured, or struck by equipment
- Keep cylinders upright and secured at all times
- Extreme heat can cause internal gas expansion and rupture, creating an explosion hazard.

6. Leak Prevention and Response

6.1 Leak Checks

Workers must:

- Check for leaks at valves, regulators, hoses, and connections
- Use soapy water, approved leak-test solution, or detection equipment
- Never use a flame to test for leaks

6.2 Uncontrolled Leaks

If an uncontrolled leak occurs:

- Shut off electrical power if safe to do so
- Remove all ignition sources
- Evacuate the area
- Contact the fire department and notify a Supervisor
- Do not re-enter until the area is declared safe

7. Cylinder Maintenance Requirements

Workers must:

- Inspect cylinders for leaks every time they are used
- Inspect corrosive-gas regulators weekly
- Inspect non-corrosive regulators monthly
- Verify regulator pressure gauge accuracy annually
- Ensure cylinders undergo required static testing before expiry
- Never attempt repairs—only the supplier may repair cylinders

8. Cylinder Storage Requirements

Cylinders must be stored:

- Upright and secured to prevent tipping
- In a well-ventilated area
- With full and empty cylinders stored separately
- Away from flames, sparks, electric arcs, molten slag, and radiators
- Below 54°C
- With oxygen and fuel gas cylinders separated by 20 ft (6 m) or a fire-rated barrier
- In designated no-smoking areas

9. Safety Checklist for Cylinder Use

Workers must:

- Ensure all attachments have a regulator and, where required, a flashback arrestor
- Use the correct-size wrench—never pliers or pipe wrenches
- Ensure all connections are tight
- Bond and ground equipment used with flammable gases
- Stand to the side of the valve, never in front, when opening
- Leave key wrenches on cylinders in use for quick shutoff
- Wear safety glasses and required PPE

10. Transporting Cylinders Safely

Workers must:

- Use a trolley or cylinder cart for movement
- Never use chains, wire, or rubber slings to lift cylinders
- Keep hands and clothing clean to maintain grip
- Never lift cylinders by the protective cap
- Transport cylinders with caps installed
- Allow acetylene cylinders transported horizontally to stand upright for 30 minutes before use

11. Proper Procedures and Housekeeping

Workers must:

- Follow all applicable compressed gas regulations
- Ensure cylinders are stored in the safest possible location
- Maintain housekeeping to prevent trips, falls, and fire hazards
- Verify no cylinders are leaking
- Ensure all required maintenance and testing is up to date
- Workers and supervisors share responsibility for identifying hazards and preventing incidents before they occur.

12. Review and Continuous Improvement

This Code of Practice shall be reviewed:

- Annually
- After any incident or near miss involving cylinders
- When equipment, regulations, or work processes change

GROUND DISTURBANCE - CODE OF PRACTICE

1. Purpose

Tri-Energy Services Ltd. has developed this Ground Disturbance Code of Practice to ensure all ground disturbance activities are properly planned, communicated, and executed safely from the moment the ground is first penetrated until the disturbance is fully backfilled or secured as a final product.

Tri-Energy Services Ltd., its employees, and its contractors will comply with all legislation governing ground disturbance activities. When industry best practices, company policies, or client or owner requirements exceed legislative standards, the most stringent standard will apply. This Code of Practice will be reviewed at least annually and updated whenever changes occur in legislation, industry standards, or company procedures.

2. Application

This Code of Practice applies to all Tri-Energy Services Ltd. activities that meet the definition of a Ground Disturbance.
These activities include, but are not limited to:

- Trenching
- Stripping
- Pile driving
- Excavation by hand (shovel) or hydro-vac
- Excavation by backhoe
- Backfilling

All site-specific tasks must be evaluated to determine whether Ground Disturbance procedures apply. If there is any uncertainty, the activity must be treated as a Ground Disturbance.
If a project owner or buried-facility owner has their own Ground Disturbance Code of Practice, Tri-Energy Services Ltd. will request to follow the most stringent applicable standard.

3. Definition of Ground Disturbance

Ground disturbance is defined as any work operation or activity that disturbs or displaces the soil, including but not limited to:

- Excavation, trenching, digging
- Drilling, augering (vertical or horizontal)
- Tunneling, boring, pipe pushing
- Grading, ditch shaping, topsoil stripping
- Land levelling, blasting, vibroseis
- Tree planting, driving posts, anchors, or bars
- Subsoil aeration, rock picking

Ground disturbance does NOT include:

- Routine, minor road maintenance
- Agricultural cultivation to a depth < 450 mm over a pipeline
- Hand-digging to a depth ≤ 300 mm that does not permanently remove cover over a buried facility
- If work does not fall under these exclusions, it is considered ground disturbance and requires compliance with this policy

Potential Hazards

Ground disturbance is one of the highest risk activities in our industry.

Potential hazards include:

- Striking underground facilities
- Electrical shock
- Explosion
- Release of toxic, explosive, or flammable substances
- Environmental damage
- Loss of life

All buried facilities, including pipelines, electrical cables, and communication lines, must be treated with equal care.

Supervision

All Ground Disturbance activities must be supervised by a competent and trained employee who is not directly involved in the physical excavation work. This individual must be a company Supervisor or Foreman, or a person formally designated by the Supervisor to oversee the Ground Disturbance. Many clients also require their own representative to be present before any Ground Disturbance can begin. These requirements must be confirmed and followed.

Training Requirements

Supervisors must be trained in:

- Supervisory skills
- Safe Procedures for Ground Disturbance (classroom or online, meeting client specifications)
- Applicable regulations and codes of practice
- Safe job procedures

Equipment Operators must be trained in:

- Safe operation of equipment
- Safe Procedures for Ground Disturbance (classroom or online, meeting client specifications)
- Safe job procedures

Swampers and Labourers must be trained in:

Safe Procedures for Ground Disturbance (classroom or online, meeting client specifications)
Safe job procedures

All personnel involved in Ground Disturbance should also have:

- H2S training
- First Aid
- WHMIS
- TDG Approval Requirements

Responsibilities

The Project Manager and Site Superintendent are responsible for implementing this Code of Practice. They must ensure that all required steps, permits, and documentation are completed before work begins.
Work must be completed within the time limits specified by One-Call, locate documentation, and client or owner permits. If these time limits expire, new permits or locates must be obtained.

The Project Manager and Site Superintendent must also ensure that all personnel involved in the Ground Disturbance understand the hazards, procedures, and control measures required for safe completion of the work.
A pre-job tailgate safety meeting must be held with all employees involved. Workers must be informed of the hazard assessment, roles and responsibilities, buried facilities, and emergency procedures.

Locating Buried Facilities

Before any Ground Disturbance begins, Tri-Energy Services Ltd. supervisors must ensure the following steps are completed:

- The One-Call center has been notified and a valid ticket number has been obtained.
- All members notified through One-Call have located and marked their facilities as required. Documentation must be obtained and kept on site.
- All facility owners not contacted through One-Call have been notified and asked to locate their facilities. Documentation must be obtained and kept on site.
- All available sources of information have been reviewed to determine if buried facilities are present.

These sources may include:

- One-Call centers
- Alberta Energy Regulator maps and permits
- Certificates of Title
- Commercial data mapping services such as ABADATA
- Municipal or rural utility companies
- Survey plans
- Plot plans and as-builts
- Landowners and local operating personnel
- Visual indicators

Exposing Buried Facilities

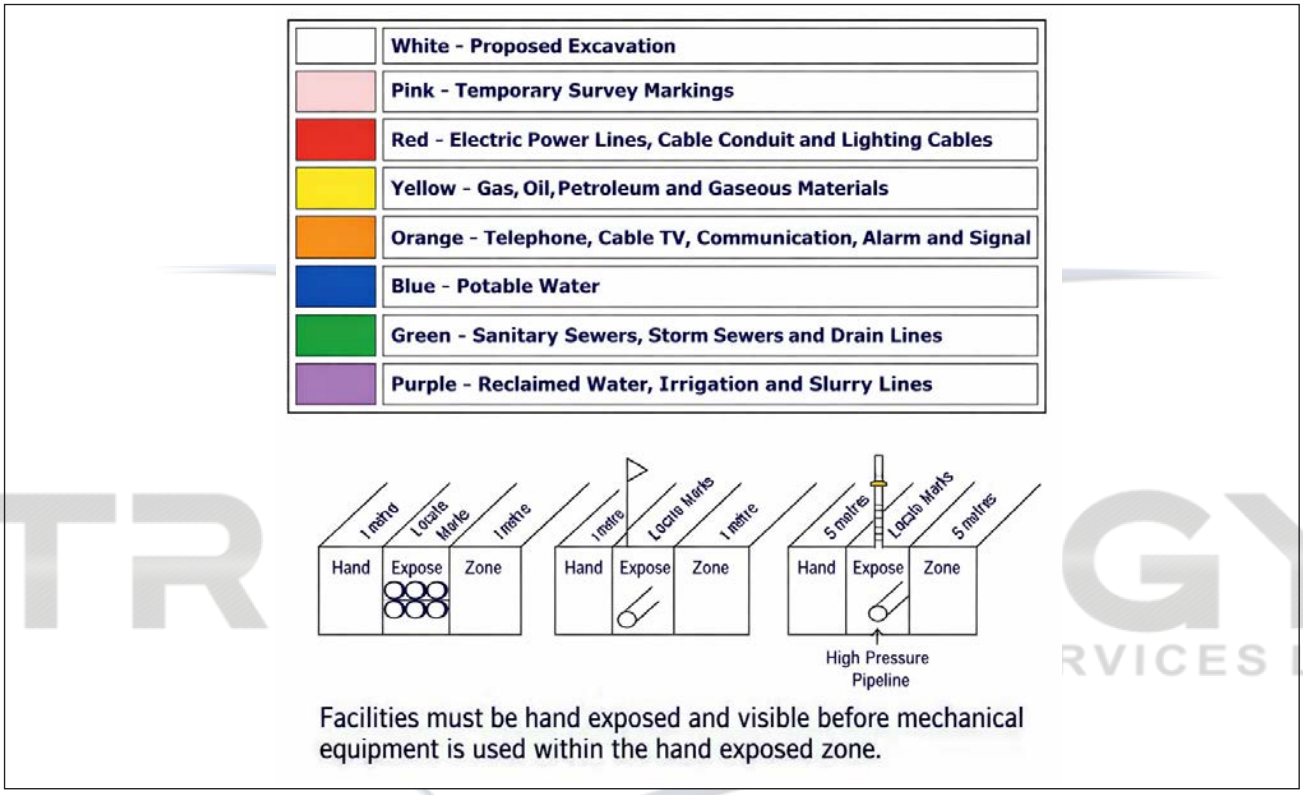
Before beginning a Ground Disturbance, supervisors must ensure that:

- All identified facilities within 5 metres of the work area or dig zone are exposed to sight using hand digging or other approved non-destructive methods.
- Facilities are exposed to a minimum of 1 metre on all sides, including below.
- Any facility that must be crossed is exposed at the point of crossing.
- Any facility that is being paralleled is exposed at intervals sufficient to confirm alignment.
- All facilities are exposed before entering the hand exposure zone.

Hand Exposure Zones:

- Pipelines: 5 metres
- NEB (inter-provincial) pipelines: 3 metres
- All other buried facilities: 1 metre
- Supervisors must ensure that all workers involved in the Ground Disturbance are:
- Aware of locate marks
- Aware of the requirement to replace damaged locate marks
- Involved in hazard assessments and control measures
- Familiar with crossing agreements, permits, and any restrictions
- Aware of mechanical excavation limits as defined by OH and S regulations and crossing agreements
- Aware that the exception to the 600 millimetre mechanical excavation limit applies only when a representative of the facility owner is on site and supervising the work.

Completion of the Tri-Energy Services Ltd. Ground Disturbance Checklist is required for all Ground Disturbance activities. The checklist must be signed by all involved personnel to confirm compliance with this Code of Practice.



Supervisor Responsibilities for Ground Disturbance Activities

Supervisors overseeing ground disturbance operations must ensure that all workers involved are:

- Aware of locate marks identifying buried facilities.
- Informed of the requirement to replace locate marks if they become damaged or obscured.
- Participating in hazard assessments and implementing control measures necessary for safe completion of the ground disturbance.
- Familiar with all applicable crossing agreements, permits, and authorizations relevant to the work area.
- Aware of mechanical excavation limits established by the Occupational Health and Safety (OH&S) regulations and/or the crossing agreement or ground disturbance permit.
    - o If the crossing agreement specifies a greater distance than the 600 mm limit defined by OH&S regulations, the larger distance must be followed.
- Aware that the exception to the 600 mm mechanical excavation limit applies only when a representative of the buried facility owner is present on site and directly supervising equipment use.

Completion of the Tri-Energy Services Ltd. Ground Disturbance Checklist is mandatory for all ground disturbance activities. Checklist completion and sign-off by all involved personnel confirm that all requirements of this Code of Practice have been met.

Job Owner Competency Requirements for Excavation and Shoring Activities
To ensure all excavation, shoring, and ground disturbance activities are planned and executed safely, Tri-Energy Services Ltd. requires that the designated Job Owner (Project Manager, Site Superintendent, or a formally assigned competent person) possesses the following competencies and fulfills the responsibilities outlined below. These requirements ensure that excavation work is conducted in accordance with applicable legislation, industry best practices, and Tri-Energy's Ground Disturbance Code of Practice.

1. Soil Condition Assessment
The Job Owner must be competent to:

- Identify soil types in accordance with Alberta, British Columbia, and Saskatchewan OH&S classifications (hard/compact, likely to crack or crumble, soft/sandy/loose).
- Assess ground stability, moisture content, and environmental conditions that may affect excavation safety.
- Determine whether additional engineering support is required for excavations exceeding regulatory thresholds or where vibration, hydrostatic pressure, or adjacent structures may create hazardous ground movement.
- Document soil assessments within the hazard assessment and Ground Disturbance Checklist.

2. Excavation Strategy Planning
The Job Owner is responsible for:

- Developing a safe excavation plan based on soil conditions, excavation depth, equipment type, and environmental factors.
- Determining mechanical excavation limits in accordance with OH&S regulations and crossing agreements.
- Ensuring the excavation plan is communicated to all workers during the pre-job tailgate meeting.
- Confirming that excavation activities remain within the scope and validity of all permits, locates, and One-Call time limits.

3. Selection of Protective Systems (Shoring, Trench Boxes, Sloping, Benching)
The Job Owner must be competent to:

- Select appropriate protective systems based on soil type, excavation depth, and regulatory requirements.
- Ensure shoring, trench boxes, engineered systems, or sloping/benching methods comply with OH&S legislation and manufacturer specifications.
- Verify that temporary protective structures are installed by competent personnel and inspected prior to worker entry.
- Confirm that protective systems remain in place until the excavation is backfilled or deemed safe for removal.

4. Administration of Line Locates and Facility Coordination
The Job Owner must:

- Initiate and manage all One-Call notifications and ensure valid ticket numbers are obtained.
- Coordinate with all facility owners, including those not contacted through One-Call.
- Ensure locate documentation is available on site and that locate marks are protected, verified, and replaced if damaged.
- Confirm that all buried facilities within 5 metres of the dig zone are exposed using approved non-destructive methods before mechanical excavation begins.

5. Contractor Oversight and Management
The Job Owner is responsible for:

- Selecting competent excavation contractors (hydrovac, excavator, etc.) and verifying their training, certifications, and equipment suitability.
- Ensuring contractors comply with Tri-Energy's Ground Disturbance Code of Practice, client requirements, and all applicable legislation.
- Monitoring contractor performance to ensure adherence to excavation plans, mechanical limits, and protective system requirements.
- Stopping work immediately if unsafe conditions or deviations from the plan occur.

6. Documentation and Due Diligence
The Job Owner must ensure:

- Completion of the Ground Disturbance Checklist prior to excavation.
- Documentation of soil assessments, excavation plans, and protective system decisions.
- Retention of all permits, locates, and facility owner communications on site.
- Recording and reporting of any deviations, hazards, or incidents in accordance with Tri-Energy procedures.

Applicable Legislation for Exposing Buried Facilities

Alberta Occupational Health & Safety Code – Part 32: Excavating and Tunnelling

Section 448(1):
Employers must ensure that mechanical excavation is not permitted within the hand-expose zone of a buried facility until the facility has been exposed to sight by:

- Hand digging,
- A non-destructive technique acceptable to the facility owner, or
- An equivalent method.

Section 448(2):
Mechanical excavation may be used only if it does not present a hazard and:

- For electrical cables or conduits: they must be grounded, isolated, and visibly disconnected, and the owner must be notified before work begins.
- For other buried facilities: they must be confirmed out of service, and written consent from the owner must be obtained before excavation.

British Columbia Occupational Health & Safety Regulation – Part 20
Section 20.78(1):
Excavation work must follow written instructions from a qualified registered professional if:

- The excavation exceeds 6 m (20 ft) in depth,
- A structure or improvement is adjacent to the excavation,
- Vibration or hydrostatic pressure may cause hazardous ground movement, or
- The ground slopes away from the excavation edge at an angle steeper than 3 horizontal : 1 vertical.

Section 20.79(1–4):
Before powered excavation or drilling:

- Underground utility locations must be accurately determined and hazards controlled.
- Work near utilities must comply with the utility owner's requirements.
- Pointed tools must not be used to probe for petroleum or electrical utilities.
- Powered equipment must be operated to avoid damage or danger to workers.

Section 20.80:
Trees, poles, rocks, and similar objects adjacent to excavations must be removed or secured if they pose a hazard.

Saskatchewan Occupational Health & Safety Regulations – Part XVII, Section 259(1–3)

Employers or contractors must:

- Accurately locate and mark all underground pipelines, cables, and conduits before commencing excavation or breaking ground.
- Hand-expose or use approved methods when working within 600 mm of existing utilities before mechanical excavation begins.
- Support exposed utilities during backfilling to prevent damage or settlement.

Ground Conditions and Soil Classification (Alberta OH&S)

Soil Types

- **Hard and Compact:** Dry, dense, difficult to penetrate; no water seepage; not previously excavated.
- **Likely to Crack or Crumble:** Previously excavated, stiff, moderately damp, may show surface cracking or seepage.
- **Soft, Sandy, or Loose:** Easily excavated, may flow or become unstable when wet; exerts hydraulic pressure below the water table.

When multiple soil types are present, treat the excavation as if all soil is of the least stable type.

Methods of Protection
Workers must not enter excavations deeper than:

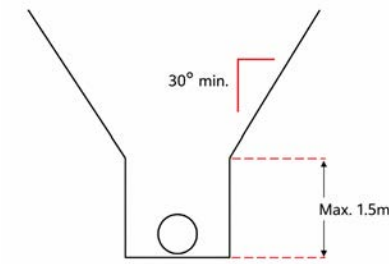
- 1.5 m (Alberta) or 1.2 m (B.C. & Saskatchewan)

unless protected from cave-ins or sliding material by:

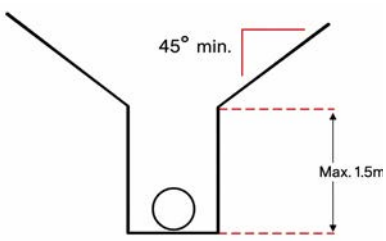
- Scaling and trimming loose materials,
- Installing temporary protective structures,
- Cutting back walls to reduce vertical height, or
- Using a combination of these methods.

Soil Sloping Requirements

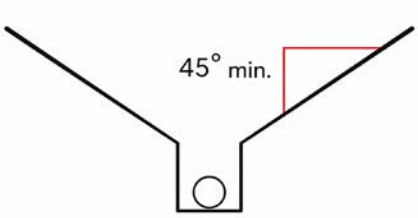
Soil Type	Minimum Slope from Vertical
Hard and Compact	30° within 1.5 m of bottom
Likely to Crack or Crumble	45° within 1.5 m of bottom
Soft, Sandy, or Loose	45° from bottom of excavation



Hard and Compact



Likely to Crack/Crumble



Soft, Sandy or Loose

Spoil Piles
Spoil piles must be managed so they do not create hazards for workers or equipment.

Safe Entry and Exit
- All excavations must have safe access (stairs, ladders, etc.).
- For vertical walls 1.2 m or higher, access points must be located within 8 m of workers.

Safe Entry and Exit
All excavations must have a safe means of entry and exit, such as stairs or ladders.
If the vertical walls of the excavation are 1.2 metres or higher, a safe means of entry and exit must be located no more than 8 metres from any worker inside the excavation.

Water Hazards
Excavations must be kept free of water accumulation that could create a hazard for workers.
Supervisors must ensure that water is controlled, removed, or otherwise managed so that it does not compromise worker safety or the stability of the excavation.

Marking and Guarding Excavations
If there is a risk of workers or equipment falling into an excavation, the excavation must be clearly marked or physically guarded. Acceptable methods include:

- Flagging
- Stakes
- Snow fence
- Covers

Workers must be made aware of all excavation hazards on the job site. Where vehicle or equipment access is present, a curb or berm must be installed to prevent unintended entry into the excavation.

Temporary Protective Structures
When conventional protective methods such as sloping or benching are not adequate, temporary protective structures must be used. These may include shoring, stringers, or bracing.

Supervisors must ensure that:
- Temporary protective structures are installed by personnel who are experienced and competent.
- Shoring materials are installed from the top down and removed in the reverse order.
- Workers do not enter an excavation to remove shoring if ground conditions have deteriorated.
- Shoring or manufactured support systems are installed in firm contact with the excavation walls.
- Voids between the shoring and the excavation face are backfilled or blocked unless otherwise specified by the manufacturer or a professional engineer in writing.

Emergency Response Procedures
If contact is made with any underground facility during excavation:

- Work must stop immediately and equipment must remain in place.
- The supervisor or client inspector must be notified.
- The facility owner or One-Call center must be contacted.
- Workers must be protected from further danger.
- The type of facility struck must be identified and assessed for leaks, spills, or exposed live electrical components.
- Instructions from the facility owner regarding evacuation, cleanup, and safe limits must be followed.
- Work cannot resume until the facility owner has been notified and repairs have been completed to their satisfaction.

Backfill
Before backfilling, the facility owner must be given at least 24 hours notice so they can inspect their facility and confirm that it is in satisfactory condition. Supervisors must maintain a record of the notification. If the owner cannot be contacted or does not attend the inspection, the supervisor must document.

HAZARD CONTROL SIGNAGE

All company worksites will have appropriate and adequate signage to identify site hazards in place prior to commencement of any work process.

Hazards

- Overhead lines
- Chemical use
- Falls
- Dangerous gases, vapours
- Vehicle movements
- Critical lifts

Precautions

Assess signage needs

- Conduct a hazard assessment for the job site and identify signage needs
- Determine needs for directional signs to the worksite
- Determine needs for warning signs for critical work
- Determine needs for traffic control signs

Obtain signs

- Use serviceable, clean, legible signs
- Traffic control signs must have reflective backgrounds

Placement of signs

- Position signs ineffective locations
- Must be highly visible
- Must provide adequate warning
- Secure signs to prevent unwanted motion or collapse

Maintenance of signs

- Inspect routinely for:
- Placement
- Cleanliness
- Damage
- Missing

Critical task signs

- Place when just prior to beginning work
- Remove immediately on confirmation of removal of hazard

Road traffic control signs

- Worksites abandoned for more than 48 hours that have signs that affect normal traffic flow should remove or cover the signs unless they are required for the safety of the road users.

TRI ENERGY SERVICES LTD

HOUSEKEEPING POLICY

1. Purpose

The purpose of this policy is to establish the minimum standards for clean, orderly, and hazard-free worksites, ensuring compliance with the Alberta OHS Act, Regulation, and Code. Effective housekeeping reduces the risk of slips, trips, falls, fires, equipment damage, and environmental contamination.

2. Scope

- This policy applies to:
- All Tri-Energy employees, contractors, and visitors
- All worksites, offices, shops, vehicles, laydown yards, and field locations
- All work activities where debris, waste, materials, or equipment may create hazards

3. Responsibilities

3.1 Employer

Tri-Energy Services Ltd. shall:

- Provide adequate waste containers, storage areas, and cleaning equipment
- Ensure housekeeping expectations are communicated and enforced
- Maintain work areas in compliance with OHS requirements
- Investigate incidents related to poor housekeeping

3.2 Supervisors

Supervisors shall:

- Ensure workers maintain clean and orderly work areas
- Conduct routine inspections and correct deficiencies
- Ensure materials are stored safely and waste is removed promptly
- Enforce compliance with this policy

3.3 Workers

Workers shall:

- Maintain their work areas in a clean, organized condition
- Dispose of waste properly and immediately
- Store tools, materials, and equipment safely
- Report hazards, spills, or unsafe conditions without delay

4. General Housekeeping Requirements

All Tri-Energy worksites must meet the following minimum standards:

- Work areas must be kept clean, dry, and free of debris.
- Walkways, stairs, and exits must remain unobstructed at all times.
- Spills must be cleaned immediately using appropriate materials.
- Waste must be placed in designated containers and removed regularly.
- Tools and equipment must be returned to proper storage after use.
- Materials must be stacked securely, with heavier items stored low.
- Cords, hoses, and cables must be routed safely to prevent tripping.
- Sharp objects must be stored or disposed of in a manner that prevents injury.
- Lighting must be adequate; burned-out bulbs must be reported or replaced.
- Housekeeping must be maintained throughout the shift, not only at the end.

5. Waste Management

Workers must:

- Separate waste into appropriate containers (general waste, recyclables, hazardous waste)
- Ensure chemical and flammable waste is stored in approved, labelled containers
- Never allow waste to accumulate in work areas
- Follow all waste handling procedures

6. Storage Requirements

Materials and equipment must be stored:

- In designated storage areas
- In a manner that prevents collapse, tipping, or rolling
- Away from ignition sources, emergency exits, and electrical panels
- With clear access for workers and emergency responders
- With cylinders, drums, and heavy items secured against movement

7. Office Housekeeping

Office environments must maintain:

- Clear walkways free of cords, boxes, and clutter
- Proper storage of chemicals such as cleaning supplies
- Safe stacking of files and materials
- Immediate cleanup of spills (coffee, water, etc.)
- Regular disposal of packaging, paper, and waste

8. Shop and Field Housekeeping

- Shops and field locations must maintain:
- Clean floors free of oil, mud, ice, and debris
- Proper storage of tools, welding leads, and air hoses
- Removal of scrap metal, wood, and packaging materials
- Safe placement of ladders, scaffolds, and equipment
- Clear access to fire extinguishers, eyewash stations, and first-aid kits

9. Spill Response

Workers must:

- Stop the source of the spill if safe to do so
- Use spill-kit materials to contain and clean the spill
- Dispose of contaminated materials in approved containers
- Report spills to a Supervisor immediately
- Follow spill response procedures

10. Inspections

Supervisors shall conduct:

- Daily informal housekeeping checks
- Weekly formal inspections documented on Tri-Energy inspection forms
- Immediate corrective actions for identified hazards

11. Training

Workers shall receive training on:

- Housekeeping expectations
- Waste handling and disposal
- Spill response
- Safe storage practices
- Hazard identification related to poor housekeeping

12. Enforcement

- Failure to comply with this policy may result in:
- Corrective coaching
- Removal from the worksite
- Disciplinary action in accordance with Tri-Energy policies

13. Review

- This policy shall be reviewed:
- Annually
- After any incident related to housekeeping

TRI-ENERGY SERVICES LTD

HOT WORK POLICY

Any work that has the potential to create a fire or explosion (such as grinding, cutting, welding, chipping, non-classified electrical tools, combustion engines or any spark-producing equipment) can be defined as hot work.

General Safety Precautions

- Hot work should not be performed in a location where a flammable substance is or may be in the atmosphere; stored, handled, processed or used; on a vessel when exposed to heat that may release flammable vapours or gasses.
- Atmospheric monitoring testing must be performed prior to starting any ignition source in an area that may contain vapours or gases. Testing shall be done at regular intervals and, depending on the nature of work, continuous monitoring may be required.
- When performing tests, care must be taken to ensure there is no trapped gas or liquid hydrocarbons. Likely locations of trapped gases or liquids are in gauge glasses, valves, fittings, level control columns and insulation. Special care should be taken when cutting holes, welding equipment, etc.
- A reasonable distance from the work area (50 feet) is considered a safe work area. Combustible materials should either be removed or covered with a fire blanket. If unable, a watch should monitor the area. Analyze your job to address any additional hazards that may arise from a specific task.
- Grounding cables must be in place for welding units and equipment that transfer materials from one container to another. Ground cables must in good condition and splices are adequately insulated. Loosely attaching cables can cause hardness of a metal or even burn through from arching when welding.
- Pressure Safety Valves (PSV) that vent to atmospheres must be considered when starting a hot work job. Stay a minimum of 50 feet away.
- Drains and vents must be covered to prevent escaping gas that could ignite. Use a blanket or steam.
- Always have proper access and egress as well as a clear working area. Obstacles hinder personnel or evacuation in the event of a fire. Always ensure fire extinguishers and firefighting equipment is kept nearby when conducting hot work.
- Ensure that atmospheric testing shows that the atmosphere does not contain a flammable substance in a mixture with air in an amount exceeding 20% of the lower explosive limit for gas or vapour.

Permit

The purpose of the Hot Work Permit is to allow for hot work to take place in a hazardous location where the hazard is completely controlled. Permits are documented on the Tri-Energy Services Ltd. Safe Work Permit.

Hazardous locations are:

- Those in which flammable gases or vapours are or may be present in the air in quantities sufficient to produce explosive or ignitable mixtures.
- Installations or items of equipment that contain or may contain a flammable substance or its residue.
- Vessels that contain residue that may release flammable vapours or gases when exposed to heat.

Some common examples of hot work include:

- Vehicles entering a hazardous area
- Welding/grinding
- Use of non-explosion proof or non-intrinsically safe tools
- Opening explosion-proof electrical systems
- Igniting burners with an open flame

Tri-Energy Services Ltd. will ensure that hot work does not commence until:

- A hot work permit is issued that indicates the:
    - Nature of the hazard.
    - Type and frequency of atmospheric testing required.
    - Safe work procedures and precautionary measures to be taken.
    - Protective equipment required.

- The hot work location is:
    - Cleared of combustible materials, or
    - Suitably isolated from combustible materials.

- Procedures are implemented to ensure continuous safe performance of the hot work.

- Testing shows that the atmosphere does not contain:
    - A flammable substance, in a mixture with air, in an amount exceeding 20 percent of that substance's lower explosive limit for gas or vapours, or the minimum ignitable concentration for dust.

Storage & Handling

Tri-Energy Services Ltd. will ensure that:

- Compressed or liquefied gas containers are used, handled, stored, and transported in accordance with the manufacturer's specifications.
- Container or piping that contains or has contained a flammable substance is purged using an effective method to remove the flammable substance from the container or piping before any hot work commences on that container or piping.
- A cylinder of compressed flammable gas is not stored in the same room as a cylinder of compressed oxygen unless the storage arrangements are in accordance with Part 3 of the Alberta Fire Code.
- Compressed or liquefied gas cylinders, piping, and fittings are protected from damage during handling, filling transportation, and storage.
- Compressed or liquefied gas cylinders are equipped with a valve protection cap is manufactured with a means of attachment.
- Oxygen cylinders or valves, regulators, or other fittings of the oxygen using apparatus or oxygen distributing system are kept free of oil and grease.

If the continuous safe performance of the hot work becomes questionable by either the permit issuer or the receiver, **WORK MUST STOP IMMEDIATELY.**

CSA Standards

Tri-Energy Services Ltd. will comply with the requirements of CSA Standard W117.2-06, Safety in Welding, Cutting, and Allied Processes (or current version).

Equipment

Tri-Energy Services Ltd. will ensure that welding or allied process equipment is erected, installed, assembled, started, operated, used, handled, stored, stopped, inspected, serviced, tested, cleaned, adjusted, carried, maintained, repaired, and dismantled in accordance with the manufacturer's specifications.

TRI-ENERGY SERVICES LTD

HYDROVAC OPERATIONS CODE OF PRACTICE

1. Purpose

The purpose of this Code of Practice is to establish the minimum requirements for the safe operation of hydro-vac excavation equipment used to expose buried pipelines, cables, and other underground facilities.
Hydro-vac operations at Tri-Energy Services Ltd. must comply with:

- Alberta OHS Act, Regulation, and Code
- Manufacturer specifications and limitations
- Applicable CSA standards
- Client-specific ground disturbance requirements

2. Scope

- This Code of Practice applies to:
- All Tri-Energy employees and contractors performing or supporting hydro-vac excavation
- All worksites where buried facilities may be present
- All hydro-vac units, wash wands, vacuum hoses, and associated equipment

3. Hazards

- Hydro-vac operations may expose workers to:
- Falling from heights
- Major property damage to buried facilities
- Unstable or collapsing soil conditions
- Wet, muddy, or slippery surfaces
- Striking or damaging underground utilities
- Flying debris and high-pressure spray
- Reduced visibility from steam, mist, or soil disturbance
- Workers must complete an FLHA prior to starting work.

4. General Safety Requirements

Workers must:

- Never enter an excavation unless it meets OHS legislative requirements for safe entry
- Keep face shields and PPE clean and in good condition
- Restrict access—keep unauthorized personnel out of the work area
- Keep the wash wand close to the end of the vacuum hose to maintain control
- Conduct a pre-job meeting to review scope, hazards, and expected buried structures
- Predetermine the dumping location for excavated materials
- Develop a contingency plan for contaminated soils
- Obtain required work permits (e.g., Ground Disturbance, Hot Work, Confined Space)
- Position the hydro-vac truck upwind of the excavation point
- Rig in all required hoses and piping safely
- Ensure all hose and wand connections are secure
- Start vacuum and use pressurized water to loosen soil at the excavation point
- Frequently remove the wand and vacuum hose to inspect for buried structures
- Wash a trench perpendicular to the expected direction of the buried facility
- Reduce wand pressure when approaching the buried structure

5. Hydro-Vac Operating Procedure

5.1 Pre-Excavation Requirements

- Review locate documentation, drawings, and One-Call information
- Identify all known and suspected underground facilities
- Establish communication signals between workers
- Confirm emergency shutdown and evacuation procedures
- Inspect the hydro-vac unit for defects, leaks, or worn components
- Verify water pressure settings comply with manufacturer and client limits

5.2 Excavation Process

- Begin excavation using low-pressure water until soil conditions are confirmed
- Maintain control of the wand at all times
- Avoid directing high-pressure spray toward workers or equipment

Continuously scan for:

- Changes in soil colour or density
- Exposed utilities
- Debris or foreign objects

Stop immediately if:

- A facility is contacted
- A facility is exposed unexpectedly
- Soil conditions become unstable
- Visibility becomes impaired

5.3 Approaching Buried Facilities

- Reduce wand pressure as you near the expected depth
- Use gentle sweeping motions to expose the facility
- Never use the wand to pry, lift, or move soil around the facility
- Maintain a safe standoff distance as required by the facility owner

6. Environmental Protection

Workers must:

- Prevent runoff from entering storm drains or waterways
- Dispose of excavated materials at the predetermined dump site
- Handle contaminated soils according to environmental procedures
- Prevent over-excavation and unnecessary soil disturbance

7. PPE Requirements

Minimum PPE includes:

- CSA-approved hard hat
- Eye protection and face shield
- Flame-resistant clothing
- Waterproof gloves
- High-visibility outerwear
- Protective footwear
- Hearing protection where required
- Additional PPE may be required based on the hazard assessment.

8. Emergency Procedures

Workers must:

- Stop work immediately if a buried facility is struck
- Evacuate the area if gas, vapour, or electrical hazards are suspected
- Notify the Supervisor and facility owner
- Follow Tri-Energy's Emergency Response Plan
- Maintain control of the site until released by the facility owner

9. Training and Competency

Hydro-vac operators must be trained and competent in:

- Hydro-vac equipment operation
- Ground disturbance awareness (Level II or equivalent)
- Hazard identification and control
- Emergency shutdown procedures
- Manufacturer operating limits
- Safe work practices for underground facility exposure

10. Documentation

The following must be completed and retained:

- FLHA
- Work permits
- Locate documentation
- Pre-job meeting records
- Hydro-vac inspection forms
- Incident or near-miss reports

TRI ENERGY SERVICES LTD

LADDER POLICY

1.0 Purpose
The purpose of this policy is to ensure ladders are selected, inspected, used, and maintained in a manner that prevents falls, equipment damage, and contact with energized systems. This policy establishes minimum requirements for all ladder use at Tri-Energy Services Ltd. worksites.

2.0 Scope
This policy applies to all workers, contractors, and visitors who use ladders for access/egress, short-duration work, or limited elevated tasks.

3.0 Hazards
Ladder use introduces several predictable hazards, including:

- Falls
- Falling objects
- Contact with energized equipment
- Access/egress issues
- Structural failure of ladders

4.0 Responsibilities

Management
- Provide approved ladders meeting CSA/ANSI standards.
- Ensure workers receive ladder safety training.
- Enforce compliance with this policy.

Supervisors
- Verify ladders are inspected before use.
- Remove defective ladders from service.
- Monitor field practices and correct unsafe behavior.

Workers
- Inspect ladders before each use.
- Use ladders only as trained and in accordance with this policy.
- Report defective ladders immediately.

5.0 Acceptable Ladders
Tri-Energy Services Ltd. will use only ladders that meet the following requirements:

- CSA/ANSI-approved spike-foot ladders for soft surfaces.
- Non-slip foot ladders for hard, smooth surfaces.
- Non-conductive ladders for electrical work.
- All portable ladders must meet CSA Standard CAN3-Z11-M81 (R2005) or applicable ANSI standards.

Workers may review:
- ladder types and ratings

6.0 Inspection & Maintenance
Tri-Energy Services Ltd. requires that all ladders be inspected before each use. Inspections must include, but are not limited to:

- Loose, broken, or missing rungs
- Split, bent, or cracked side rails
- Damaged or missing feet, shoes, or anti-slip pads
- Loose rivets, bolts, or spreaders
- Damaged ropes, pulleys, or locks (extension ladders)
- Contamination (oil, grease, mud)
- Missing or unreadable labels
- Defective ladders must be:
- Removed from service immediately
- Tagged “Do Not Use”
- Repaired or replaced before returning to service

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Storage:

- Ladders must never be stored leaning against equipment, vessels, or structures.
- Store ladders in dry, protected areas.

Workers may review:

- ladder inspection steps

7.0 Personal Protective Equipment

Workers accessing or using ladders must wear:

- Clean CSA-approved work boots with slip-resistant soles

Additional PPE may be required depending on the task (e.g., gloves, eye protection).

8.0 Electrical Safety

When working on or near energized or potentially energized equipment:

- Only non-conductive ladders may be used.
- Maintain required electrical approach distances.

9.0 Stepladders

Tri-Energy Services Ltd. requires that stepladders be used only as designed:

- Must be fully opened with spreader bars locked.
- Must never be used as support for scaffold planks.
- Workers must not stand on the top cap or top two steps unless:
- The stepladder has a manufacturer-approved raised platform, or
- The manufacturer's specifications explicitly permit it.

10.0 Extension Ladders

Tri-Energy Services Ltd. requires the following:

- Ladder must extend at least 1 metre (3 rungs) above the dismount point.
- Overlap between ladder sections must be minimum 1 metre.
- Ladder must be set at a 4:1 angle (1 ft out for every 4 ft up).
- Ladder must be secured at top and bottom or held by another worker.
- Side rails must extend 1 metre above any platform or landing used for access.

11.0 General Precautions for All Portable Ladders

All workers must follow these requirements:

- Always face the ladder when ascending or descending.
- Maintain three-point contact at all times.
- Do not work from the top two rungs of any ladder.
- Only one worker may be on a ladder at a time.
- Look up/down before climbing.
- Use barricades or warnings when ladders are placed near traffic or doorways.
- Set ladders on secure, firm, level surfaces.
- Keep body centered between side rails; no overreaching.
- Do not use makeshift substitutes (barrels, pails, boxes).
- Do not use ladders for access/egress if a safer, recognized method exists.
- If three-point contact cannot be maintained while working, a fall arrest system must be used.

12.0 Training Requirements

Tri-Energy Services Ltd. requires:

- Workers must receive ladder safety training before use.
- Training must include ladder selection, inspection, setup, safe use, fall-prevention, and electrical hazards.
- Supervisors must verify worker competency.

13.0 Compliance

Failure to comply with this policy may result in disciplinary action in accordance with Tri-Energy's progressive discipline process.

LIFTING AND HANDLING LOADS POLICY

Assessing Manual Handling Hazards

Before a worker manually lifts, lowers, pushes, pulls carries, handles or transports a load that could injure the worker, an employer must perform a hazard assessment that considers:

- the weight of the load,
- the size of the load,
- the shape of the load,
- the number of times the load will be moved, and
- the manner in which the load will be moved.

The purpose of performing a hazard assessment is to identify workplace hazards specific to the lifting and handling of loads that can cause or aggravate an injury. Once the assessment has been completed and hazards identified, they must be eliminated or controlled.

Determining Hazards	Physical Risk Factor	Duration
Awkward body position	1. Working with hand(s) above the head of the elbow(s) above the shoulder. 2. Working with the neck or back bent more than 30 degrees (without the support and without the ability to change posture) 3. Squatting 4. Kneeling	1. More than 2 hours per day. 2. More than 2 hours per day. 3. More than 2 hours per day 4. More than 2 hours 5. per day.
High hand force	1. Pinching an unsupported object(s) weighing 2 lbs. or more per hand, or pinching with a force of 4 lbs. per hand (comparable to pinching half a ream of paper.) 2. Gripping an unsupported object(s) weighting 4.5 kg per hand or gripping with a force of 10 lbs. per hand.	1. More than 2 hours per day. 2. More than 2 hours per day.
Highly repetitive motion	1. Repeating the same motion with the neck, shoulders, elbows, wrists or hands (excluding keying activities) with little or no variation every few seconds. 2. Performing intensive keying.	1. More than 2 hours per day 2. More than 4 hours per day.
Heavy, frequent or awkward lifting	1. Lifting objects weighing more than a. 75 lbs. once per day or b. 55lbs more than 10 times per day. 2. Lifting objects weighing more than 10 lbs. if done more than twice per minute. 3. Lifting objects weighing more than 25 lbs. above the shoulders, below the knees, or at arm's length more than 25 times per day.	1. More than 2 hours per day.

Equipment

The lifting and handling of loads, usually called manual materials handling, is often physically demanding work. Lifting and handling involves the activities of lifting, pushing, pulling, carrying, handling or transporting loads. By reducing the amount and type of manual handling that workers must do, workers and employers may experience a reduction in the number of worker injuries (fewer sprains, strains, and back injuries), a reduction in the number of lost-time claims, increases in efficiency and productivity, and fewer product losses through damage.

To accomplish this, employers must provide, where reasonably practicable, appropriate equipment that will help workers lift, lower, push, pull, carry, handle or transport heavy or awkward loads. In many cases, the equipment will cost little; in others, a meaningful investment may be necessary. Tri-Energy Services Ltd. will be responsible for making sure that workers use the equipment provided. Workers must be trained in the safe operation of the equipment they are required to operate. Worker training must include the following:

- the selection of the appropriate equipment;
- the limitations of the equipment;
- an operator's pre-use inspection;
- the use of the equipment;
- the operator skills required by the manufacturer's specifications for the equipment;
- the basic mechanical and maintenance requirements of the equipment;
- loading and unloading the equipment if doing so is a job requirement; and
- the hazards specific to the operation of the equipment at the worksite.
- Workers must use the equipment provided and must apply the training that they have received.

Adapting Heavy or Awkward Loads

In some situations, and with a particularly heavy or awkward load, it may not be reasonably practical for Tri-Energy Services Ltd. to provide equipment as required. In such circumstances, Tri-Energy will:

(1) adapt the load to make it easier for workers to lift, lower, push, pull, carry, handle or transport the load without injury. Examples of how to do this include:

- (a) reducing the weight of the load by dividing it into two or more manageable loads;
- (b) increasing the weight of the load so that no worker can handle it and therefore mechanical assistance is required;
- (c) reducing the capacity of the container;
- (d) reducing the distance, the load must be held away from the body by reducing the size of the packaging; and
- (e) providing handholds, or

(2) Otherwise, minimize the manual handling required to move the load. Examples of how to do this include:

- (a) team lift the object with two or more workers;
- (b) improve the layout of the work process to minimize the need to move materials;
- (c) reorganize the work method(s) to eliminate or reduce repeated handling of the same object;
- (d) rotate workers to jobs with light or no manual handling; and
- (e) use mobile storage racks to avoid unnecessary loading and unloading.

TRI-ENERGY SERVICES LTD

LOCKOUT/ TAGOUT
MANAGING THE CONTROL OF HAZARDOUS ENERGY - CODE OF PRACTICE

1. Purpose
The purpose of this Code of Practice is to ensure that hazardous energy is fully controlled before workers perform servicing, maintenance, repair, testing, adjustment, or inspection of machinery, equipment, powered mobile equipment, piping, pipelines, or process systems. This practice ensures compliance with the Alberta OHS Act, Regulation, and Code, manufacturer specifications, and Tri-Energy's internal safety standards.

2. Scope
This Code of Practice applies to:
- All Tri-Energy employees and contractors performing work where hazardous energy may be present
- All machinery, equipment, powered mobile equipment, and process systems
- All forms of hazardous energy, including electrical, mechanical, hydraulic, pneumatic, chemical, thermal, and stored energy

3. Competency Requirements
Tri-Energy supervisors shall ensure:
- Only competent workers perform work requiring lockout
- Workers required to use safety equipment are competent in its application, care, use, maintenance, and limitations
- Workers understand the LOTO process and their responsibilities

4. Isolating Energy Sources
Before any servicing, repair, testing, adjustment, or inspection is performed:
- The machinery or equipment must be brought to a complete stop
- All hazardous energy must be isolated using an energy-isolating device
- The isolating device must be secured with a personal lock
- If isolation is not possible, the equipment must be rendered inoperative in a manner that provides equal or greater protection

Examples of energy-isolating devices include:
- Electrical disconnects
- Valve shutoffs
- Hydraulic/pneumatic isolation valves
- Mechanical blocking devices

5. Maintenance While Equipment Is in Operation
Work may only be performed while equipment remains in operation if:
- Manufacturer specifications require the equipment to remain running, or
- There are no manufacturer specifications and it is not reasonably practicable to stop or render the equipment inoperative
- In these cases, additional controls must be implemented, including:
- Barriers
- Guards
- Safe-distance procedures
- Specialized PPE

6. Isolating Energy in Piping, Pipelines, and Process Systems
- Before work is performed on piping or process systems containing harmful substances under pressure:
- Flow must be stopped or regulated to a safe level
- The work location must be isolated and secured
- Pressure must be relieved, drained, or purged as required
- Verification testing must confirm the system is safe to open

7. Specialized Lockout Requirements
- 7.1 Power Tongs
- Open-faced tongs must have a gate closed during operation
- All tongs must have a device that eliminates hydraulic flow when locked out
- The lockout device must be used during die changes, maintenance, or repair

7.2 Slip Controls
- A panel lockout must be used when:
- The operator leaves the basket
- Other services are in the basket and tubing will not be moving
- Maintenance is being performed where workers could be injured

7.3 Snubbing BOP Controls

A panel lockout must be used when:

- The operator leaves the basket
- Other services are in the basket and tubing will not be moving
- Maintenance is being performed where workers could be injured

7.4 Jack Control

- A jack-handle lockout must prevent inadvertent movement of the jack plate while workers are on or under it

7.5 Annular Preventer

- A lockout must prevent the annular control from being opened unintentionally
- The lockout must require a deliberate step before activation

8. Lockout/Tagout Devices

- Once all energy-isolating devices are activated:
- Each worker involved must apply a personal lock
- Each lock must have a unique identifier
- Locks must be documented on the Tri-Energy Lockout & Isolation Form
- Tags must clearly identify the worker and purpose of the lock

9. Group Lockout

When multiple workers are involved:

- Each worker must attach a personal lock to each energy-isolating device
- A group lockbox may be used, provided:
- All isolations are verified
- Each worker applies their personal lock to the lockbox
- No worker removes their lock until their work is complete

10. Removal of Locks

- A personal lock may only be removed by the worker who installed it.
- In an emergency or when the worker is unavailable:
- A designated Tri-Energy worker may remove the lock following a formal procedure that includes:
- Verifying all attempts to contact the worker have been made
- Confirming all workers are accounted for
- Ensuring no worker is in danger
- Documenting the removal
- The equipment must not be returned to service until all workers are clear and it is safe to do so

11. Verification of Zero Energy

Before work begins, workers must verify:

- All energy sources are isolated
- Stored energy (e.g., hydraulic pressure, spring tension, gravity) is released or controlled
- Equipment cannot be restarted
- The system is safe for work
- Verification methods include:
- Attempted start
- Pressure gauges
- Electrical testing
- Visual confirmation

12. Documentation

The following must be completed:

- Lockout & Isolation Form
- FLHA
- Work permits (if required)
- Maintenance or repair records
- Incident or near-miss reports

13. Training Requirements

Workers must be trained in:

- Lockout/Tagout procedures
- Hazardous energy recognition
- Equipment-specific isolation points
- Emergency lock removal procedures
- Specialized lockout devices (tongs, slips, BOPs, jacks, annular controls)

OCCUPATIONAL HYGIENE - EXPOSURE CONTROL PLAN (ECP)

1. What is Occupational Hygiene?

Occupational hygiene is the discipline within occupational health and safety focused on preventing occupational diseases caused by exposure to chemical, physical, biological, and ergonomic hazards. These illnesses may occur immediately or develop long after exposure has ceased.

Occupational hygiene follows the principles of anticipation, recognition, evaluation, and control to identify harmful exposures, assess risk, and implement effective mitigation strategies. Occupational Exposure Limits (OELs) are one of the tools used to determine acceptable exposure levels.

2. Occupational Hygiene Program Elements

Anticipation

- Tri-Energy Services Ltd. anticipates potential health hazards through proactive processes, including:
- Safety Data Sheet review
- Engineering design reviews
- Process safety management assessments
- Task analysis

Recognition

Health hazards are recognized through:

- Workplace inspections
- Walkthrough surveys
- Interviews and document review
- Incident and illness data
- Exposure assessment strategy development

Evaluation

Hazards are evaluated using validated methods and equipment by a competent Industrial Hygienist or qualified professional. Results are interpreted using recognized criteria such as OELs.

- Evaluation activities include:
- Airborne exposure monitoring
- Exposure modelling
- Ergonomic assessments
- Noise assessments
- Thermal stress evaluation
- Radiation assessments
- Biological agent evaluation

3. Control of Occupational Health Hazards

Controls are selected based on the Hierarchy of Controls, from most to least effective:

- Elimination – remove the hazard entirely
- Engineering Controls – isolate, redesign, or substitute
- Administrative Controls – procedures, scheduling, training
- PPE – last line of defense; failure results in exposure

4. Hazard Identification & Assessment

A hazard assessment must be completed when workers may be exposed to health stressors at or above OELs or other recognized standards. Controls must be documented and communicated through:

- Job Hazard Analysis (JHA)
- Field Level Hazard Assessment (FLHA)
- Common hazards include:
- Chemical agents (solvents, coatings, welding fumes, CO)
- Physical agents (noise, radiation, temperature extremes)
- Biological agents (Hantavirus, Legionella, West Nile virus)
- Ergonomic hazards (repetition, force, lighting)
- A competent person may be engaged to conduct monitoring or specialized assessments when required.

5. Hazard Identification Process

Tri-Energy Services Ltd. considers the following when assessing potential health risks:

- Work schedules and associated hazards
- Ongoing review of worksite health hazards
- Anticipated changes in work activities
- New materials or processes introduced
- Contractor/subcontractor activities
- Selection of materials and equipment
- Management of change processes
- WHMIS-controlled product inventory
- Worker WHMIS training and SDS access
- High-noise areas and exposed workers
- Dust control requirements
- Ionizing and non-ionizing radiation sources
- Heat and cold stress conditions
- Unknown substances requiring identification
- When hazards are identified, exposure potential is assessed and controls implemented.

6. Job Hazard Analysis (JHA)

The JHA will:

- Identify and minimize exposure risks
- Establish task-specific safe work procedures
- Document hazardous chemicals and physical agents
- Determine the need for personal or area monitoring
- Communicate results to workers and management through:
- JHAs
- Toolbox Talks
- Pre-job meetings
- Bulletins

7. Workplace Hazardous Materials Information System (WHMIS)

- Tri-Energy Services Ltd. ensures:
- All chemicals onsite have current SDSs
- Hazardous products have supplier labels
- Decanted products receive workplace labels containing:
- Product name
- Safe handling information
- SDS reference
- Workers receive WHMIS training at least every three years
- SDS management processes maintain up-to-date documentation

8. Training Requirements

- Tri-Energy Services Ltd. provides:
- WHMIS and occupational hygiene training during new-hire orientation
- Annual refresher training for all workers

OFFICE SAFETY, ERGONOMICS AND MATERIALS HANDLING PROGRAM

1. Purpose
Tri-Energy Services Ltd. is committed to preventing musculoskeletal injuries (MSIs) and ensuring safe, efficient handling of materials across all operations. This program establishes the requirements for hazard assessment, safe lifting and handling practices, mechanical aid use, and ergonomics training.

2. Scope
This program applies to all Tri-Energy employees and contractors engaged in lifting, lowering, pushing, pulling, carrying, handling, or transporting materials, tools, equipment, or loads at any worksite.

3. Responsibilities
Management
- Provide resources, equipment, and training necessary to prevent MSIs.
- Ensure mechanical lifting devices are available and maintained.
- Support supervisors in enforcing safe material-handling practices.

Supervisors
- Ensure hazard assessments are completed prior to material-handling tasks.
- Verify workers are trained and competent in ergonomics and safe lifting.
- Enforce the use of mechanical aids where practicable.
- Monitor work practices and correct unsafe behaviours.

Workers
- Participate in hazard assessments and follow safe lifting procedures.
- Use mechanical aids and equipment provided.
- Report early signs or symptoms of MSI.
- Notify supervisors of unsafe loads, conditions, or equipment.

4. Hazard Assessment Requirements
Before performing any lifting, lowering, pushing, pulling, carrying, handling, or transporting of loads, workers must complete a task-specific hazard assessment (e.g., FLHA, JHA, or documented pre-task review).

The assessment must consider:

- Weight of the load (Is it too heavy for one person?)
- Size and shape (Is it awkward, bulky, unstable, or difficult to grip?)
- Frequency and duration of the task
- Distance the load must be moved
- Body position required (twisting, reaching, bending, overhead work)
- Environmental conditions (slippery surfaces, uneven ground, temperature)
- Team lifting requirements
- Availability of mechanical aids (carts, dollies, forklifts, cranes, hoists)

If the assessment identifies a risk of MSI, workers must implement controls before proceeding.

5. Use of Mechanical Aids
Tri-Energy Services Ltd. requires workers to use mechanical means of lifting or moving loads whenever practicable.
Mechanical aids include:
- Forklifts
- Pallet jacks
- Dollies and carts
- Hoists and cranes
- Hydraulic lift tables
- Pipe jacks and rollers
- Powered equipment designed for material movement

Workers must use the equipment provided when applicable for lowering, pushing, pulling, carrying, handling, or transporting heavy or awkward loads.
Supervisors must ensure:
- Mechanical aids are available and in good working condition.
- Workers are trained and authorized to use the equipment.
- Loads exceeding safe manual-handling limits are not lifted by hand.

6. Safe Manual Handling Procedures

When manual handling cannot be avoided, workers must follow these principles:

- Planning the Lift
- Assess the load and path of travel.
- Remove tripping hazards and ensure adequate lighting.
- Determine if assistance or mechanical aids are required.

Proper Lifting Technique

- Position feet shoulder-width apart.
- Bend at the knees, not the waist.
- Keep the load close to the body.
- Lift smoothly using leg muscles.
- Avoid twisting—turn with the feet.
- Set the load down by bending the knees.

Team Lifting

- Assign a lead person to coordinate.
- Lift and move in unison.
- Communicate clearly throughout the task.

Pushing vs. Pulling

- Pushing is preferred—it reduces strain and improves control.
- Keep hands at waist height and maintain neutral posture.

7. Ergonomics Training Requirements

Tri-Energy Services Ltd. provides ergonomics and MSI-prevention training to all workers whose tasks may expose them to ergonomic hazards.

Training includes:

- Identification of ergonomic risk factors, including:
- Repetitive motions
- Forceful exertions
- Awkward postures
- Contact stress
- Vibration
- High-frequency lifting or carrying

Early signs and symptoms of MSI, such as:

- Tingling, numbness, or burning
- Muscle tightness or swelling
- Reduced range of motion
- Persistent discomfort

Potential health effects of untreated MSI

Preventive measures, including:

- Modified work procedures
- Use of mechanical aids
- Proper lifting techniques
- Stretching and warm-up routines
- Appropriate PPE (e.g., anti-vibration gloves, knee pads)

Reporting procedures for early symptoms or concerns

Training is delivered during orientation and reinforced through toolbox meetings, competency assessments, and periodic refresher sessions.

8. Controls for Reducing MSI Risk

Tri-Energy implements the following hierarchy of controls:

Engineering Controls

- Mechanical lifting devices
- Adjustable workstations
- Anti-fatigue mats
- Tool and equipment redesign

Administrative Controls

- Job rotation
- Work-rest cycles
- Limiting repetitive tasks
- Pre-task planning
- Ergonomic assessments

Personal Protective Equipment

- Anti-vibration gloves
- Knee pads
- Proper footwear
- Back support belts (as supplementary, not a primary control)

9. Reporting and Follow-Up

Workers must report:

- Early signs or symptoms of MSI
- Unsafe lifting conditions
- Defective mechanical aids
- Tasks that require redesign or additional controls

Supervisors must:

- Document reports
- Initiate corrective actions
- Follow up with workers
- Update hazard assessments as required

10. Program Review

This program will be reviewed:

- Annually
- After any MSI incident
- When new equipment, processes, or tasks are introduced
- When regulatory requirements change

Office Safety

Although offices are often viewed as low-risk environments, they contain numerous hazards that contribute to thousands of injuries each year. The most common disabling incidents in office settings include:

- Slips, trips, and falls
- Strains and over-exertion
- Being struck by or striking objects
- Caught-in or caught-between incidents

Office workers may also experience injuries from foreign objects in the eye, hot-liquid spills, burns, and electrical shock. This section outlines the minimum safety standards required to protect office personnel.

Supervisor Responsibilities

Supervisors are responsible and accountable for:

- Assessing the office environment for existing or potential hazards
- Implementing controls to eliminate or reduce risks
- Ensuring workers understand the hazards present in the office
- Monitoring work practices and enforcing safe behaviour

Supervisors must ensure that hazards are addressed promptly and that risk levels are reduced to what is reasonable and practical for the work being performed.

Worker Responsibilities

Workers are responsible for:

- Following all office safety procedures
- Exercising sound judgment in daily work activities
- Operating and maintaining office equipment according to legislation, codes, regulations, and manufacturer instructions
- Reporting hazards, unsafe conditions, or equipment defects

Although offices may appear safe, incidents occur frequently because workers often underestimate the risks. Hazards such as improper lifting, falls from chairs or step stools, open drawers, loose cords, sharp equipment, and even paper cuts can lead to injury if not properly controlled.

Housekeeping Requirements

Good housekeeping is essential for maintaining a safe and efficient office environment. A clean, organized workspace reduces hazards and improves workflow. Workers must:

- Dispose of shipping and packing materials in appropriate waste containers
- Store chemicals and flammables safely in labelled, sealed, approved containers; apply WHMIS workplace labels when required
- Put knives, shears, and sharp tools away immediately after use

- Keep heavy cartons at floor level and out of walkways
- Store items in approved storage areas; avoid stacking boxes too high or too tightly and ensure contents are clearly labelled
- Maintain adequate lighting; replace burned-out bulbs and request additional lighting when needed
- Ensure electrical and phone cords do not cross walkways; if relocation is not possible, request additional outlets or use approved cord-covering strips (tape and under-carpet routing are not acceptable long-term solutions)
- Report or repair tripping hazards such as loose tiles, damaged flooring, or torn carpet
- Clean spills and remove debris immediately—small items like pencils or paper clips can cause serious falls
- Keep office equipment, furniture, and machines in good working condition

TRI-ENERGY SERVICES LTD

STRESS PREVENTION AND MENTAL HEALTH POLICY

1. Purpose

Tri-Energy Services Ltd. recognizes that stress affects workers both on and off the job. Field work, remote camp living, long shifts, separation from family, and exposure to harsh environmental conditions can significantly increase physical and psychological strain. This policy outlines expectations and strategies to prevent, identify, and manage stress for all workers, whether office-based, field-based, or camp-based.

2. Preventing Stress and Fatigue

Workers in industrial, construction, and remote environments face unique stressors that differ from office-based roles.
These may include:

- Extended periods away from family and support networks
- Rotational schedules that disrupt sleep patterns and personal routines
- Camp living conditions, shared accommodations, and limited privacy
- Harsh or unpredictable weather (heat, cold, wind, storms)
- High-risk work environments requiring constant vigilance
- Long work hours and physically demanding tasks
- Noise, vibration, and environmental exposure
- Isolation and limited recreational outlets
- Financial pressures, personal responsibilities, and life stressors
- Fatigue from shift work or night shifts

Workers may also experience stress from major life events, such as relationship strain, childcare challenges, illness in the family, or financial hardship.

3. Preventing Stress and Fatigue – Field & Camp Workers

Tri-Energy Services Ltd. encourages all workers to use the following strategies to reduce stress and maintain well-being while on rotation or working in remote environments:

Task & Break Management

- Take regular micro-breaks to stretch, hydrate, and reset posture.
- Rotate tasks when possible to reduce repetitive strain and mental fatigue.
- Use warm-up and cool-down stretches during extreme weather conditions.

Managing Isolation & Family Separation

- Maintain regular communication with family through scheduled calls or messages.
- Use camp recreation facilities to stay socially connected.
- Participate in group activities to reduce isolation.

Weather-Related Stress Management

- Dress appropriately for conditions and use required PPE.
- Take warming or cooling breaks as needed.
- Report symptoms of heat stress, cold stress, or weather-related fatigue early.

Sleep & Recovery

- Maintain consistent sleep routines even on rotation.
- Limit caffeine and screen time before bed.
- Use earplugs, blackout curtains, or white noise if camp environments are noisy.

Mental Health & Emotional Well-Being

- Practice deep breathing, grounding techniques, or mindfulness.
- Access employee assistance programs (EAP) or mental health resources when needed.
- Speak with supervisors if workload or stress becomes overwhelming.

4. Workstation & Ergonomic Stress (Office & Field)

Workers performing computer-based tasks must follow ergonomic guidelines to prevent cumulative trauma disorders.
Field workers using laptops, tablets, or portable workstations must also ensure proper posture and take frequent breaks to avoid neck, shoulder, and wrist strain.

5. Life Stressors & Personal Well-Being

Tri-Energy Services Ltd. acknowledges that workers may experience stress unrelated to the job, including:

- Family responsibilities
- Financial pressures
- Health concerns
- Relationship challenges
- Personal loss or major life changes

Workers are encouraged to seek support early through:

- Supervisors
- Human Resources
- Employee Assistance Programs
- Mental health professionals
- Peer support networks

6. Supervisor Responsibilities

Supervisors must:

- Monitor workers for signs of stress, fatigue, or behavioural changes
- Encourage open communication and early reporting
- Support task rotation and adequate rest breaks
- Ensure workers are not pressured to work beyond safe limits
- Promote a respectful, inclusive, and harassment-free environment
- Facilitate access to mental health or EAP resources

7. Worker Responsibilities

- Workers must:
- Report stress, fatigue, or mental health concerns early
- Use breaks appropriately and follow fatigue-management practices
- Participate in stress-prevention training
- Support coworkers and maintain respectful communication
- Follow safe work procedures and avoid rushing or shortcuts

8. Employer Responsibilities

Tri-Energy Services Ltd. will:

- Provide training on stress prevention and fatigue management
- Maintain safe, clean, and comfortable camp accommodations
- Ensure access to mental health and wellness resources
- Support reasonable work-rest schedules
- Monitor environmental conditions and adjust work as needed
- Promote a culture where workers feel safe reporting stress or fatigue

TRI-ENERGY SERVICES LTD

OVERHEAD POWERLINES POLICY

1. Purpose

Tri-Energy Services Ltd. establishes and enforces safe limits of approach to overhead powerlines to prevent electrical contact incidents involving workers, equipment, and materials. No work may proceed until the voltage, minimum approach distance, and required controls have been confirmed.

2. General Requirements

Before any work begins near an energized overhead powerline:

- The power line operator must be contacted.
- The voltage of the line must be verified.
- The safe limit of approach must be established based on jurisdictional requirements.

Tri-Energy Services Ltd. will ensure that workers, equipment, and materials never encroach on the required minimum approach distance unless the utility has implemented protective measures.

ALBERTA - SAFE LIMITS OF APPROACH

Operating Voltage (Phase-to-Phase)	Safe Limit of Approach (Persons & Equipment)
0-750 Volts - Bare/uninsulated	1.0 meters
Above 750 Volts - Insulated	1.0 meters
750 Volts – 40 Kilovolts	3.0 meters
69 Kilovolts – 72 Kilovolts	3.5 meters
138 Kilovolts – 144 Kilovolts	4.0 meters
230 Kilovolts – 260 Kilovolts	5.0 meters
500 Kilovolts	7.0 meters

BRITISH COLUMBIA

WORKERS, MATERIALS & EQUIPMENT Voltage	**Minimum approach distance for working close to exposed electrical equipment or conductors**	
Phase to phase	**Meters**	**Feet**
Over 750 V to 75 kV	3	10
Over 75 kV to 250 kV	4.5	15
Over 250 kV to 550 kV	6	20
QUALIFIED ELECTRICAL WORKERS Voltage	**Minimum approach distance for working close to exposed electrical equipment or conductors**	
Phase to phase	Meters	Feet
Over 750 V to 75 kV	2	6.5
Over 75 kV to 250 kV	3	10
Over 250 kV to 550 kV	4	13

SASKATCHEWAN - SAFE LIMIITS OF APPROACH

Voltage (KV) Phase to Phase	Voltage to Ground (kV)	Non-electrical workers/materials/ equipment	Qualified Electrical workers	Vehicles and loads
kV	kV	Meters	Meters	Meters
230	133	6.1	1.4	1.83
138	79.8	4.6	0.6	0.8
72	41.6	4.6	0.6	0.8
25	14.4	3	0.3	0.6
15	8.6	3	0.3	0.6
4.16	2.4	3	0.15	0.6

6. Operator Notification Requirements

If work must occur within the applicable safe limit of approach:

- Tri-Energy Services Ltd. will notify the power line operator before work begins.
- The operator may provide protection by:
- De-energizing the line
- Relocating the line
- Isolating the line
- Implementing another equally effective control

Workers must follow all instructions provided by the utility and Tri-Energy supervision.

7. Worksite Material Placement

Tri-Energy Services Ltd. prohibits placing earth, spoil piles, equipment, or materials under or beside overhead powerlines if doing so reduces the clearance below the required safe limit of approach. Workers must maintain clearances and follow direction from supervision regarding material placement.

8. Safety Precautions for Work Near Overhead Powerlines

Maintain constant overhead awareness; assess hazards before operating equipment.

- Develop a site-specific safety plan prior to operating equipment near powerlines.
- Verify the height of equipment and loads before movement.
- Identify travel paths and determine whether loads must pass under or around powerlines.
- Assess ground conditions for bouncing, weaving, or instability.
- Never ride on or load equipment near powerlines.
- Work near powerlines is permitted only during daylight hours.
- Do not ground equipment near powerlines.
- Do not allow equipment or objects to approach closer than the safe limit of approach.
- When working at a safe distance, use a trained signaler to maintain clearance (radio or horn communication).
- Do not place materials under or adjacent to powerlines if it reduces required clearance.
- Do not excavate in a manner that reduces support for poles; contact the utility for pole-support requirements.
- Request locates to identify grounding grids or buried electrical components.
- Treat electricity as invisible and unforgiving—never take unnecessary risks.
- Maintain safe distances from both people and equipment at all times.

9. Key Takeaway

Tri-Energy Services Ltd. enforces strict approach distances, mandatory utility coordination, and disciplined work practices to eliminate electrical contact hazards around overhead powerlines.

OIL AND GAS WELLS OPERATIONS POLICY

1. Purpose

This policy establishes the minimum safety, supervision, and operational requirements for all drilling, completions, servicing, snubbing, testing, and production activities conducted by Tri-Energy Services Ltd. The intent is to ensure that all wellsite operations are planned, supervised, and executed in a manner that protects workers, equipment, and the environment.

2. Site Leadership Responsibilities

2.1 Role of Site Leaders

Site leaders are the most visible safety influencers at a wellsite. Their decisions, priorities, and actions directly shape the safety culture. The two most critical leadership roles are:

- **Well Site Leader** – the primary on-site authority for drilling and well operations.
- **Drilling & Wells Team Leader** – responsible for planning, equipment readiness, resource allocation, and ensuring safety is integrated into all operational decisions.

A strong working relationship between these leaders is essential for safe, efficient operations.

2.2 Competent Supervision

All wellsite operations must be supervised by a qualified and competent person. The operator or prime contractor retains overall responsibility for safety and must appoint a manager competent in:

- Safe work practices and safe plant operation
- Safe handling, use, and storage of hazardous substances
- Well control and blowout prevention
- Detecting and controlling H_2S exposure
- Use, maintenance, and storage of PPE
- Emergency response procedures
- Duties and responsibilities of all supervised workers
- Training workers in safe work practices and procedures
- Implementation of health and safety programs

3. Installing and Maintaining Piping Systems

Tri-Energy Services Ltd. will ensure that all piping systems installed or maintained at a wellsite:

- Are designed, constructed, installed, operated, and maintained to safely contain materials at maximum anticipated operating pressures
- Meet ANSI/ASME B1.20.1-1983 (R2006) for threaded connections
- Are anchored during well testing, servicing, and flowback
- Use welded, flanged, or hammer-union connections when pressures exceed 3000 kPa, except for clearly distinguishable low-pressure lines (water, steam, fuel, lubrication, pneumatic, conduit)

4. Gas Containers and Sampling

Gas sampling is used to determine the physical properties of gas from a specific well. Sampling methods may include:

- Purging at reduced pressure
- Fluid displacement
- Air displacement
- Floating pistons
- Vacuum sampling
- Automatic sampling devices
- Containers, piping, and fittings used for gas sampling must be:
- Strong enough to withstand all pressures they may encounter
- Designed, used, and transported to prevent accidental release of contents

5. Ignition Source Control

If regular monitoring and hot-work permitting are not in place to control ignition sources:

- Internal combustion engines must be shut down within the hazardous zone unless essential to the work
- Diesel engines must have a positive air shutoff or equivalent emergency shutdown method

6. Logbooks

All inspections and repairs must be recorded in a logbook issued by the Canadian Association of Oilwell Drilling Contractors (CAODC) or an equivalent logbook. Tri-Energy Services Ltd. will ensure the logbook is available on site for review by an OHS officer.

7. Safety Checks Prior to Work

No worker may service or work on a drilling rig, service rig, or snubbing unit until a competent worker confirms:

- All guards are installed and secure
- Platforms, stairways, handrails, and guardrails are installed and secure
- The emergency escape line and components are installed and secure
- All fastening devices for the rig and substructure are installed and secure

8. Emergency Escape from Working Platforms

If the primary exit from the principal working platform above the drill floor may be blocked, Tri-Energy Services Ltd. will ensure:

- An emergency means of escape is provided
- It is visually inspected weekly by a competent worker
- It is kept free of obstructions

Anchored Escape Lines

If an anchored line is used:

- It must be installed, tested, and maintained per manufacturer specifications
- It must withstand a 13.3 kN pull-test load at installation

Emergency Escape Safety Buggy

If used, the buggy must be:

- Installed and maintained per manufacturer specifications
- Kept at the principal working platform when not in use
- Easily accessible during an emergency

9. Rig Tanks and Pits

Rig tanks and pits store drilling fluid, which may contain flammable gas from the wellbore or added flammable substances.

Any enclosed rig tank or pit must:

- Be properly vented
- Direct vented vapours away from ignition sources

10. Summary of Key Safety Principles

- Competent supervision is mandatory for all wellsite operations
- Piping systems must meet engineering and pressure-containment standards
- Gas sampling equipment must prevent accidental release
- Ignition sources must be controlled at all times
- Logbooks must be maintained and available
- Rig safety checks must be completed before work begins
- Emergency escape systems must be functional and inspected
- Rig tanks and pits must be vented safely

PIPE BENDING POLICY

1. Definition
A pipe bending machine or bending shoe is used to shape pipe so it conforms to terrain, engineered alignment, or directional changes in the pipeline route. Pipe bending must be performed using approved equipment, competent workers, and controlled procedures to prevent damage to the pipe and ensure worker safety.

2. Hazards
- Overhead Power Lines: Pipe bending must not occur near energized overhead lines due to arcing and potential contact. Government-regulated minimum approach distances must be maintained at all times.
- Pinch Points: Workers must keep hands, feet, and body parts away from the bending shoe, machine components, slings, and pipe ends. Pipe edges may be sharp.
- Falling Pipe: Bending often requires lifting one end of the pipe. If not properly secured, elevated pipe can shift or fall.
- Side Boom Hazards: Moving equipment, noise, hooks, and booms pose risks to inattentive workers.

3. Preparation Requirements
Pipe may be bent using either a bending shoe or a pipe-bending machine. Before bending begins, ensure the following:
- Crayon or marker
- Sling
- Bending shoe (with frame, springs, mounting bolts) or bending machine
- Skids
- A truck or other method to prevent pipe movement during bending

Determining the Bend
Stand on the ditch line and use sticks, survey lathes, welding rods, or survey tools to line up both sides of the bend.
- Estimate the degree of bend required.
- Repeat this process for each bend along the route.

Equipment Preparation
- Assemble the bending shoe (if used) and install it on the side boom.
- Ensure the shoe size matches the pipe diameter.
- Inspect the shoe or bending machine for condition and cleanliness.
- Confirm all Teflon or rubber guides are in place.

4. Procedures
4.1 Bending with a Shoe
- Set the pipe on the ground.
- Mark the start of the bend.
- Place the pipe in the bending shoe.
- Attach the sling to the pipe and hook it to the boom.
- Brace the opposite end of the pipe (e.g., skid blocked by a truck).
- Lift with the boom, watching the shoe to measure degrees per pull.
- Mark the pipe to identify bend numbers and next bend start points.
- Lower the pipe, reposition the boom, and repeat until the required bend is achieved.

4.2 Bending with a Pipe-Bending Machine
- Mark the start of the bend.
- Feed the pipe into the machine using the boom.
- Attach the bending machine cable to the pipe end.
- Set the degree of each bend.
- Calculate the number of pulls required.
- Mark and number each pull location.
- Begin bending and repeat until the predetermined bend is achieved.

5. Precautions
- Do not over-pull the pipe; excessive force may cause kinking.
- Pull a construction pig through the bend to confirm no kinks are present.
- Inspect pipe coating to ensure it is not damaged during bending.
- Maintain required distances from overhead power lines.
- Keep workers clear of suspended loads and machine components.

6. Responsibilities
- The supervisor must ensure pipe bending procedures are followed for all operations.
- The supervisor must verify that workers operating bending equipment are competent and trained.
- Workers must follow all instructions, maintain situational awareness, and use equipment safely.

7. Training
Workers operating bending equipment must be competent, trained in equipment use, hazard recognition, and safe operatingprocedures.

TRI ENERGY SERVICES LTD

PIPE COATING POLICY

1. Definition
Pipe coating is the application of primers, tapes, shrink sleeves, and epoxies to pipelines to protect exposed steel from corrosion and environmental damage.

2. Hazards
- Chemical Exposure — Primers and epoxies release hazardous fumes that may cause respiratory irritation or difficulty. Direct skin contact may result in chemical burns.
- Fire Hazards — Tiger torches used for preheating pipe and shrinking sleeves can ignite combustibles or cause burn injuries.
- Confined Space Considerations — If coating activities occur in areas with restricted entry/exit or poor ventilation, confined space criteria must be evaluated in the Task Hazard Assessment.

3. Precautions
- Wear required PPE at all times, including full-face or half-mask respirators with appropriate cartridges (refer to SDS/WHMIS).
- Clean the pipeline surface thoroughly before coating.
- Transfer primer into a smaller, easy-to-use container (e.g., 1-gallon jug) and label according to WHMIS.
- Do not puncture primer cans.
- Have rags and brushes ready for primer application.
- Inspect hoses, valves, and connections on tiger torches and propane bottles for defects (see Cylinder Handling).

4. Practice
4.1 Non-Insulated Pipeline Coating
- Preheat the pipe surface according to manufacturer specifications.
- Apply primer to exposed metal, overlapping the yellow jacket.
- Apply tape carefully, avoiding wrinkles or bunching.
- Inspect shrink sleeves for dirt or defects; remove the inner plastic liner.
- Slide the sleeve over the taped area.
- Heat from the middle outward to each edge, ensuring full conformity to the pipe.
- Tar should become visible on the plastic coating when properly heated.
- Multiple sleeves may be required depending on pipe diameter and coating length.

4.2 Insulated Pipeline Coating
- Cut insulation to fit the area being coated; check inner sleeve fit and trim as needed.
- Mix epoxy (if required) according to manufacturer specifications.
- Preheat the pipe surface as specified.
- Apply primer or epoxy to all exposed metal; tape if required.
- Install the inner sleeve and heat the adhesive strip to secure it.
- Heat the sleeve from the middle outward, ensuring no punctures or holes.
- Protect exposed insulation from ignition during heating.
- Slide outer sleeves over the insulation and heat from the middle outward until fully conformed.

5. Responsibilities
- The supervisor must ensure all pipe coating procedures are followed.
- Supervisors must verify that workers operating torches, applying coatings, or handling chemicals are competent and trained.
- Workers must follow all safety precautions and report defective equipment immediately.

6. Training
Workers performing pipe coating must be competent in equipment use, chemical handling, PPE requirements, and manufacturer-specified coating procedures.

TRI ENERGY SERVICES LTD

POWERED MOBILE EQUIPMENT POLICY

Operator Training

To operate the equipment safely, the worker must understand the equipment's operating instructions. Only workers authorized by Tri-Energy Services Ltd. may operate powered mobile equipment.

A worker must not operate powered mobile equipment unless the worker:

- Is trained on in house training to safely operate the equipment.
- Has demonstrated competency in operating the equipment to a competent worker designated by Tri-Energy Services Ltd.
- Is trained to perform all inspections on the equipment.
- Is trained with proper fueling procedures.
- Is familiar with the equipment's operating instructions, including manufacturer specifications.
- Is instructed on taking into account the conditions of the workplace.
- Is authorized by Tri-Energy Services Ltd. to operate the equipment.

Operator Responsibilities

The operator of powered mobile equipment must:

- Report to Tri-Energy Services Ltd. any conditions affecting the safe operation of the equipment.
- Operate the equipment safely.
- Maintain full control of the equipment at all times.
- Use seat belts and other safety equipment.
- Ensure that passengers use seat belts and other safety equipment.
- Keep the cab/ floor free of materials, tools, or other objects that could interfere with the operation of the controls or create a tripping or other hazard to the operator or other occupants of the equipment.

Refueling

It is Tri-Energy Services Ltd.'s policy that no worker, operator or other people:

- Smokes within 7.5 meters of a vehicle while it is being refueled.
- Refuels a vehicle when there is a source of ignition within 7.5 meters of that vehicle.
- Dispenses flammable fuels into the fuel tank of a motor vehicle or watercraft while its engine is running.

When refueling workers must:

- Take precautions to prevent fuel overflowing or spilling.
- Not knowingly overfill the fuel system.
- Not use an object or device that is not an integral part of the hose nozzle valve assembly to maintain the flow of fuel.

This shall not apply to the fueling system of the motor vehicle or watercraft if its manufacturer or a professional engineer:

- Certifies that it is safe to refuel while the engine is running.
- Certifies safe work practices to be used during the refueling.

Inspections

Before motorized or manual materials handling equipment is used for the first time in a workplace, Tri-Energy Services Ltd. will set out in writing instructions on the inspection, testing, and maintenance of the material handling equipment.

An inspection must be made in accordance with the manufacturer's specifications. Instructions shall specify the nature and frequency of inspections, testing, and maintenance. The inspection, testing, and maintenance shall be performed by a competent worker who complies with the instructions; and makes and signs a report of each inspection, test, or maintenance work performed by the competent worker.

Recording Inspections and Maintenance

It is Tri-Energy Services Ltd. policy to keep adequate records of inspections and maintenance for all powered mobile equipment. These records will be kept at the worksite and will be available to workers who operate the equipment. The report shall:

- Include the date of the inspection, testing, or maintenance performed by the qualified person.
- Identify the materials handling equipment that was inspected, tested, or maintained.
- Set out the safety observations of the qualified person.

All maintenance on a powered mobile piece of equipment will be carried out in accordance with manufacturer specifications, and a written record of all maintenance will be kept in the equipment file.

Pre-Inspections

Tri-Energy Services Ltd. will ensure that a visual pre-inspection is conducted and documented on the powered mobile equipment before each time it is to be used by a qualified, competent worker. This is to ensure that the equipment is in safe operating condition prior to being operated and that no worker, including the operator, is in danger when the equipment is started up. A specific pre-use checklist will be provided that is unique to each piece of powered mobile equipment.

Mobile Equipment Requirements Back-up Alarm

If the operator is unable to see directly or by use of a mirror, directly behind the mobile equipment, Tri-Energy Services Ltd. will ensure that the mobile equipment is equipped with an audio warning device that is automatically activated when positioned in reverse.

Lights

Tri-Energy Services Ltd. will ensure that if any mobile equipment will be utilized during a period from ½ hour after sunset to ½ before sunrise that is not clearly visible from 150 meters, are equipped with lights to illuminate the direction of travel, the working area around the equipment and the controls/instruments.

Mirrors

Tri-Energy Services Ltd. will ensure that all mobile equipment is equipped with mirrors allowing the operator with an undistorted reflected view to the rear of the equipment.

Brakes

Tri-Energy Services Ltd. will ensure that all mobile equipment is equipped with a braking system that meets the minimum ANSI or SAE Standards for brake systems. We will not equip mobile equipment that relies on either gas or fluid pressure to brake, nor where the brakes are not readily accessible to the operator in the operator's seat.

Repairs

Any powered mobile equipment that may create a health or safety hazard due to a defect or unsafe condition will be tagged out of service and removed from service as soon as reasonably practicable until it has been repaired or the unsafe condition has been corrected by a competent individual. Tri-Energy Services Ltd. will document and keep records of all repairs conducted on any equipment.

Securement against Unintentional Movement

A person must not leave the controls of powered mobile equipment unattended unless the equipment is secured against unintentional movement by an effective method of immobilizing the equipment. A person must not leave the controls of powered mobile equipment unattended unless a suspended or elevated part of the powered mobile equipment is landed and secured to the ground in a safe position. Proper immobilizing also includes applying a parking brake or any other braking device designated for the equipment, and setting out wheel blocks if the equipment is located on sloping ground.

Protection from Overturning

Tri-Energy Services Ltd. will ensure that all powered mobile equipment that may be utilized in circumstances where it may turn over, it will be fitted with rollover protective equipment that meets CSA Standard B352-M1980.
Where a unit of powered mobile equipment is fitted with rollover protective structures, Tri-Energy Services Ltd. will ensure that the equipment is equipped with:

- Seatbelts for the operator and any other worker who is required or permitted to be in or on the equipment while the equipment is in motion;
- shoulder belts, bars, gates, screens or other restraining devices designed to prevent the operator and any other worker from being thrown outside the rollover protective structures if the work process renders the wearing of a seatbelt impracticable.

Tri-Energy Services Ltd. will ensure that the operator of a unit of powered mobile equipment uses the seatbelt or other restraining devices. We will ensure that no worker is transported on a vehicle or a unit of powered mobile equipment unless the worker is seated and secured by a seatbelt or other restraining device that is designed to prevent the worker from being thrown from the vehicle or equipment while the vehicle or equipment is in motion. Tri-Energy Services Ltd. will ensure that a restraining device will be in place to restrict the battery from coming dislodged.

Seatbelts

Tri-Energy Services Ltd. will ensure that all powered mobile equipment is fitted with seat belts for the operator. Workers are not permitted to operate a powered mobile piece of equipment that is not equipped with a proper seatbelt that is fastened properly to secure a worker from being thrown from the equipment.

Overhead Hazards

If there are circumstances where a worker may be in danger from objects falling from above, or the operator could be at risk of the handled object shifting and perhaps impacting the worker, Tri-Energy Services Ltd. will ensure that workers are protected by an overhead cab or guard. This may include a roof, protective screening or an enclosed cab.

PRESSURE WASHER (PORTABLE)

1. Definition
A portable pressure washer is a high-pressure washing system that uses a high-velocity stream of water to remove residue, scale, or contaminants from surfaces such as piping, vessels, equipment, and structural components.

2. Hazards of High-Pressure Washing
2.1 Musculoskeletal Injury (MSI)
- High-pressure washing exposes workers to significant MSI risk factors, including:
- Awkward body positions
- Confined or restricted workspaces
- Heavy tools and equipment
- High push/pull reaction forces from the pressure wand
- Wet, slippery, or debris-covered walking surfaces
- Uncontrolled MSI hazards significantly increase the likelihood of sprains, strains, and overexertion injuries.

2.2 Machinery and Equipment Hazards
High-pressure pumps contain mechanical hazards such as:

- Belts
- Pulleys
- Chains
- Sprockets
- Gears
- Shafts
- Couplings

Proper guarding of all power-transmission components is essential. Space limitations inside enclosed trucks or trailers can increase the risk of accidental contact with moving parts.

2.3 Personal Protective Equipment Hazards
- Improper or inadequate PPE exposes workers to:
- High-pressure water injection injuries
- Flying debris
- Chemical exposure
- Noise
- Slips and falls
- Workers must wear all required PPE and ensure it is in good condition.

3. Required Personal Protective Equipment (PPE)
- When performing any high-pressure washing activity, workers must wear:
- CSA-approved safety eyewear or mono-goggles
- CSA-approved face shield
- Rain suit or waterproof protective clothing
- CSA-approved safety footwear
- Metatarsal protection
- Hearing protection
- Hand protection (rubber gloves)
- Safety headgear
- Additional PPE may be required based on the hazard/risk assessment, including:
- High-pressure–rated protective garments
- Chemical-resistant clothing
- Thermal protection (hot or cold environments)
- Enhanced noise protection

4. Key Safety Principles
- Identify and control MSI hazards before work begins.
- Maintain proper guarding on all mechanical components.
- Ensure adequate lighting and housekeeping to reduce slip/trip hazards.
- Confirm all hoses, fittings, and connections are rated for the operating pressure.
- Never point the pressure wand at yourself or others.
- Maintain firm footing and control of the wand at all times.
- Do not operate pressure washers in confined spaces unless ventilation and atmospheric testing requirements are met.
- Follow all manufacturer specifications for operation and maintenance.

TRI-ENERGY SERVICES LTD

PRESSURE TESTING POLICY

1. Overview
Two primary types of pressure testing are used in pipeline and equipment verification:

- **Hydrostatic Testing** — the preferred method
- **Pneumatic Testing** — only permitted under special conditions, including regulatory approval

Hydrostatic testing is preferred because it involves significantly lower stored energy and therefore presents less risk in the event of a failure.

2. Hazards
2.1 Hydrostatic Testing Hazards

- **Water/Glycol (Preferred Medium)** — minimal danger; low stored energy
- **Hydrocarbon-Based Fluids** — risk of explosion, fire, toxicity, and environmental contamination

2.2 Pneumatic Testing Hazards
Pneumatic testing involves high stored energy, making failures extremely dangerous.

- **Inert Gas (Preferred Medium)** — lower ignition risk
- **Air or Flammable Gas** — mixing these mediums can cause explosions or fire

2.3 Leak Check Hazards
Combustible gas may be used for leak checks only after proper purging
Incorrect purging can result in explosive mixtures inside piping or vessels

3. Preparations
Before any pressure test:

- Obtain line-testing data to determine required test pressure
- Notify the ERCB (AER) 48 hours in advance of pipeline testing
- Install high and low point drains
- Open vent valves and close low-point drains
- Remove check-valve flappers
- Install signage to isolate the piping being tested
- Use only qualified personnel for pipeline testing

Set up:

- Pressure recorder
- Deadweight tester
- Pressure unit

4. Practice
4.1 Hydrostatic Testing Procedure

- Pump in stages, checking for leaks

If a leak is detected:

- Bleed pressure to zero
- Repair the leak
- Repeat leak checks until test pressure is reached with no leaks
- Perform final leak check and install plugs
- Notify ERCB/AER that the line is on test
- Complete hourly test reports until testing is finished

After testing:

- Obtain management approval before bleeding off pressure
- De-water the line and dry with air
- Remove test blinds and valves
- Replace test gaskets, flappers, studs, and nuts
- Reinstall any equipment not included in the test
- Complete all testing documentation
- Site-specific procedures must be developed for all hydrostatic tests

4.2 Pneumatic Testing Procedure
Because pneumatic testing involves significantly higher risk:

- Develop site-specific procedures before testing
- Recalculate test pressure when switching from hydrostatic to pneumatic
- Ensure all personnel are trained and competent
- Maintain strict exclusion zones

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5. Signs and Isolation Requirements
Warning signs must be posted to prohibit workers from entering the immediate area of vessels or lines during pressure testing. Considerations include:

- WHMIS
- Purging procedures
- Blanking and blinding
- Draining and depressurizing
- Permit requirements

6. Precautions
Never use hydrostatic test pressures for pneumatic testing

- Always recalculate test pressure when switching test methods
- Dispose of test mediums according to environmental guidelines
- Maintain exclusion zones and ensure all workers understand the hazards
- Confirm all equipment is rated for the required test pressure

7. Summary
Hydrostatic testing is the safest and preferred method due to low stored energy. Pneumatic testing must only be performed under controlled, approved conditions. Proper preparation, hazard recognition, and adherence to procedures are essential to prevent catastrophic failures.

TRI-ENERGY SERVICES LTD

PURGING VESSELS OR PIPING CODE OF PRACTICE

Aligned with Alberta OHS Act, Regulation & Code; CSA Z1220-17; CSA Z662; and Industry Best Practices

1. Purpose

To ensure that all purging activities involving vessels, piping systems, and associated equipment are conducted safely, effectively, and in compliance with applicable legislation and standards. This policy establishes the minimum requirements for hazard identification, isolation, purging, monitoring, and verification.

2. Scope

This policy applies to all Tri-Energy employees, contractors, and visitors involved in the preparation, purging, opening, maintenance, or inspection of vessels or piping systems that may contain hazardous materials.

3. Definitions

- Purging: The controlled removal of an undesirable medium (e.g., hydrocarbons, toxic gases, oxygen, inert gases, liquids) from a vessel or piping system by draining, venting, displacement, or sweeping with a purge medium.
- Purge Medium: A substance used to displace the undesirable medium, such as steam, nitrogen, carbon dioxide, or water.
- Dead Leg: A section of piping or equipment where flow does not occur, creating a potential trap for hazardous materials.

4. Responsibilities

4.1 Management

- Ensure purging procedures comply with Alberta OHS Code and CSA standards.
- Provide required equipment, training, and competent supervision.

4.2 Supervisors

- Develop or approve site-specific purging procedures.
- Ensure workers understand hazards, controls, and emergency procedures.
- Verify isolation, lockout, and atmospheric testing requirements are met.

4.3 Workers

- Follow all purging procedures and wear required PPE.
- Report hazards, abnormal conditions, or incomplete purging.
- Conduct atmospheric testing only if trained and authorized.

5. Hazards

Purging activities may expose workers to:

- Toxic or combustible materials
- Static electricity from displaced fluids
- Explosion or fire hazards
- Hazardous gases (oxygen deficiency, H_2S, hydrocarbons)
- Cryogenic fluids (e.g., liquid nitrogen causing instant freezing)
- Residual sludge, scale, or deposits containing toxic or combustible materials

6. Required Controls and Preparations

6.1 Isolation

- Vessels and piping must be fully isolated before purging.
- Isolation must follow Tri-Energy's LOTO Procedure.
- Associated instrumentation must be isolated or protected.

6.2 Site-Specific Procedure

A written, site-specific purging procedure is mandatory and must include:

- Hazard assessment
- Purge medium selection
- Flow direction
- Venting and drainage points
- Atmospheric testing requirements
- Emergency response considerations

6.3 Safety Equipment

The following must be available:

- SCBA or supplied-air respirators (as required)
- Fire extinguishers
- Gas detection equipment
- Grounding/bonding equipment
- Spill containment and cleanup materials

6.4 Purge Medium Selection

- Use inert gas (nitrogen, CO_2) whenever possible.
- If a combustible purge medium is used, ignition sources must be eliminated and the transition zone must be monitored for explosive mixtures.

7. Purging Procedures

7.1 General Requirements

- Introduce purge gas slowly to minimize turbulence and mixing.
- Maintain low velocities to sweep the undesirable medium out efficiently.
- Purging should occur at atmospheric pressure unless otherwise engineered.
- Continuously monitor low-point drains for water or liquid accumulation.

7.2 Direction of Purge

- If the hydrocarbon is heavier than the purge medium → purge top to bottom.
- If the hydrocarbon is lighter → purge bottom to top.

7.3 Start-Up Purging

- Air must be fully displaced before pressurizing the system.
- Confirm oxygen levels meet process requirements (typically <1% O_2 for inerting).

8. Atmospheric Testing

8.1 Testing Requirements

- Tests must confirm the removal of the undesirable medium.
- Testing must be performed by a competent, trained worker using calibrated equipment.

8.2 Limitations of Gas Detectors

- Some combustible gas detectors require oxygen to function.
- In oxygen-deficient atmospheres, readings may be false or inaccurate.
- Use appropriate detectors for inert or oxygen-deficient environments.

8.3 Confined Space Considerations

- Respiratory protection is required when testing for toxic mediums.
- All confined space entry requirements must be followed.

9. Residual Materials

- Purging may not remove sludge, scale, or deposits.
- These materials may remain toxic or combustible.
- Removal should be performed from outside the vessel whenever possible.
- Additional hazard controls must be implemented if internal entry is required.

10. Temperature Considerations

- Purge medium temperature must be evaluated for:
- Thermal shock
- Material compatibility
- Condensation or freezing
- Worker exposure hazards

11. Verification and Documentation

Before declaring a system safe to open:

- All tests must confirm the absence of hazardous materials.
- Isolation must remain in place until verification is complete.
- Documentation must include:
- Purge method
- Test results
- Equipment used
- Names of competent personnel
- Supervisor approval

12. Non-Compliance

Failure to follow this policy may result in disciplinary action, work stoppage, or removal from site.

TRI-ENERGY SERVICES LTD

RADIATION EXPOSURE CODE OF PRACTICE

Aligned with Alberta Radiation Protection Act & Regulation, BC OHSR Part 7, Saskatchewan Radiation Health & Safety Regulations, CNSC Requirements, and Health Canada Safety Codes

1. Purpose
To establish safe work practices, exposure controls, and regulatory compliance requirements for all Tri-Energy workers who may be exposed to ionizing or non-ionizing radiation, including Naturally Occurring Radioactive Materials (NORM). This Code of Practice ensures exposures are kept As Low As Reasonably Achievable (ALARA) and within all applicable provincial and federal limits.

2. Scope
This Code applies to all Tri-Energy employees, contractors, and visitors who work with, near, or may be exposed to radiation sources, including:

- X-ray equipment
- Ultrasound equipment
- Lasers
- Ultraviolet (UV) devices
- Radiofrequency (RF) and radar-emitting devices
- Microwave-emitting devices
- Infrared (IR) devices
- Naturally Occurring Radioactive Materials (NORM)

This policy applies to all Tri-Energy worksites in Alberta, British Columbia, and Saskatchewan.

3. Definitions

Radiation:
Energy transmitted through space in the form of waves or particles. Includes:
- Ionizing radiation: X-rays, gamma rays, alpha/beta particles, NORM
- Non-ionizing radiation: UV, visible light, IR, RF, microwaves, lasers, ultrasound

NORM:
Naturally Occurring Radioactive Materials found in soil, water, hydrocarbons, scale, sludge, and waste streams from drilling and production operations.

ALARA:
A guiding principle requiring radiation exposures to be kept As Low As Reasonably Achievable, considering social and economic factors.

4. Responsibilities
4.1 Management
- Ensure compliance with all federal and provincial radiation regulations.
- Provide radiation detection equipment, training, and competent personnel.
- Ensure medical assessments are provided when required.

4.2 Supervisors
- Identify radiation hazards and ensure appropriate controls.
- Consult with site owners regarding radiation sources and NORM.
- Communicate hazards and controls to all workers and subcontractors.
- Ensure only trained personnel conduct radiation surveys.

4.3 Workers
- Follow all safe work practices and procedures.
- Use required PPE and monitoring devices.
- Report suspected radiation hazards or abnormal readings.

5. Radiation Sources at Tri-Energy Worksites
Workers may encounter radiation from:
- X-ray generating equipment
- Industrial lasers
- UV curing or disinfection systems
- RF/radar systems
- Microwave transmitters
- Infrared heating devices
- NORM in drilling fluids, gases, scale, sludge, and waste by-products

6. Worker Exposure Requirements

6.1 Ionizing Radiation

If workers may be exposed to ionizing radiation:

- Tri-Energy will develop site-specific safe work practices.
- Workers will be involved in the development and implementation of procedures.
- Workers will be informed of hazards, controls, and exposure limits.
- Personal dosimetry will be used where required by regulation.

6.2 Non-Ionizing Radiation

Controls will be implemented for exposure to:

- UV radiation
- Lasers
- RF and microwave radiation
- Infrared radiation
- Exposure limits will follow Health Canada Safety Codes, ANSI Z136, and ACGIH TLVs.

7. Monitoring and Surveys

7.1 Radiation Surveys

- Conducted using calibrated radiation detection equipment.
- Performed only by trained radiation safety personnel or qualified external consultants.
- Used to determine presence and concentration of NORM or man-made radioactive materials.

7.2 Supervisor Responsibilities

- Consult with site owners regarding radiation sources.
- Communicate hazards and controls to all workers and subcontractors.
- Ensure appropriate signage and restricted access where required.

7.3 Medical Assessments

If workers are exposed to NORM above 1 mSv per year, Tri-Energy will ensure medical assessments are provided.

8. Exposure Control Plan (ECP)

An ECP will be developed and implemented when:

- A worker exceeds or may exceed an action level for ionizing or non-ionizing radiation.
- NORM concentrations exceed regulatory thresholds.
- Radiation-producing equipment is introduced or modified.
- The ECP will include:
- Hazard identification
- Exposure monitoring
- Engineering and administrative controls
- PPE requirements
- Worker training
- Emergency procedures

9. Exposure Limits

9.1 Ionizing Radiation (Canada-wide standards)

- Annual effective dose: 20 mSv

Annual equivalent dose:

- 150 mSv to the lens of the eye
- 500 mSv to the skin (averaged over 1 cm^2)
- 500 mSv to hands and feet

9.2 Non-Ionizing Radiation

- Radiofrequency: Health Canada Safety Codes 6, 25, 26
- Lasers: ANSI Z136.1, Z136.2, Z136.3; CSA Z386-01
- Ultraviolet: ACGIH TLVs for UV radiation

10. Education and Training

Tri-Energy will:

- Develop and implement safe work practices for ionizing radiation.
- Involve workers in procedure development where practicable.
- Inform workers of hazards, exposure limits, and control measures.
- Provide training on NORM awareness, detection, and safe handling.

11. Federal Regulations

- Tri-Energy complies with the Nuclear Safety and Control Act and CNSC regulations governing:
- Radiation protection
- Nuclear substances and radiation devices
- Packaging and transport of nuclear substances

12. Provincial Regulations

12.1 Alberta

- Under the Radiation Protection Act & Regulation, Tri-Energy must:
- Take all reasonable precautions to protect workers from radiation injury.
- Ensure workers are informed of hazards and protective measures.
- Ensure radiation equipment is installed, maintained, repaired, and operated by competent workers.

12.2 British Columbia

- Governed by OHSR Part 7, Division 3 and the Nuclear Safety and Control Act.

12.3 Saskatchewan

Under the Radiation Health & Safety Regulations, Tri-Energy must:

- Notify the Radiation Safety Unit within 25 business days of installing or altering radiation equipment.
- Ensure operators are formally trained and qualified.
- Post readable radiation hazard signage.
- Have radiation equipment inspected by a qualified person.
- Submit inspection results within 30 days.
- Limit exposure to workers and the public.

13. Documentation and Recordkeeping

Tri-Energy will maintain:

- Radiation survey results
- Worker exposure records
- Training records
- Equipment inspection and maintenance logs
- NORM assessments and disposal documentation

14. Non-Compliance

Failure to follow this Code of Practice may result in:

- Work stoppage
- Removal from site
- Disciplinary action
- Regulatory reporting where required

TRI-ENERGY SERVICES LTD

RESTRICTED WORK AREAS POLICY

1. Purpose
To ensure that all Restricted Work Areas at Tri-Energy worksites are clearly identified, controlled, and managed to prevent worker exposure to energized equipment, hazardous substances, atmospheric hazards, or other high-risk conditions. This policy establishes the minimum requirements for access control, hazard mitigation, and worker responsibilities.

2. Scope
This policy applies to all Tri-Energy employees, contractors, and visitors who enter, work near, or supervise activities within a designated Restricted Work Area.
Restricted Work Areas include, but are not limited to:

- Areas with energized electrical equipment
- Areas containing hazardous substances (hydrocarbons, toxic gases, corrosives)
- Confined or partially enclosed spaces with atmospheric hazards
- Areas undergoing purging, isolation, or maintenance of pressurized systems
- Any location where uncontrolled access may create a risk of injury

3. Definition
Restricted Work Area
A designated area where access is limited due to the presence of:

- Energized electrical equipment
- Hazardous substances or atmospheres
- Pressurized systems
- Flammable or explosive materials
- Mechanical, thermal, or chemical hazards
- Entry is permitted only when controls, authorization, and protective measures are in place.

4. Protective Mechanisms
The following controls must be implemented as applicable to the hazard:

- Safe Work Procedures specific to the task or equipment
- Emergency Response Plan (ERP) applicable to the worksite
- Personal Protective Equipment (PPE) appropriate to the hazard
- Permit System (e.g., Hot Work, Confined Space, Hazardous Energy)
- Hydrocarbon and toxic gas monitors
- Fire extinguishers placed at strategic access points
- Barricades, cones, and warning signage
- Lockout/Tagout (LOTO) procedures for hazardous energy isolation

These controls must be verified before work begins.

5. Manager Responsibilities
Managers are responsible for ensuring Restricted Work Areas are properly established, controlled, and monitored. Responsibilities include:

- Providing and facilitating training and instruction on restricted area requirements
- Designating and clearly marking the boundaries of Restricted Work Areas
- Conducting or approving hazard assessments prior to work
- Ensuring worksite inspections are completed and documented
- Ensuring workers understand the ERP and emergency equipment locations
- Verifying that only authorized and competent workers enter restricted areas

6. Worker Responsibilities
Workers entering or working within a Restricted Work Area must:

- Maintain clear and unobstructed exits at all times
- Ensure emergency breathing apparatus is available when required
- Place continuous gas monitors at strategic points to detect hydrocarbons or toxic gases
- Position fire extinguishers at accessible locations
- Isolate the system being worked on using approved LOTO procedures
- Purge systems when required to eliminate hazardous substances
- Conduct checks for hydrocarbon leaks or other hazardous releases
- Verify there are no alternate or backfeed power sources
- Continuously monitor the area for changing conditions
- Immediately report unsafe conditions or abnormal readings

Workers must not enter a Restricted Work Area unless all required controls are in place.

TRI ENERGY SERVICES LTD

7. Access Control Requirements

Restricted Work Areas must be:

- Clearly marked with warning signs
- Barricaded using cones, tape, fencing, or physical barriers
- Accessed only by authorized personnel
- Monitored for atmospheric hazards where applicable
- Documented through permits when required by legislation or Tri-Energy procedures

Unauthorized entry is strictly prohibited.

8. Emergency Preparedness

All workers must:

- Know the ERP and muster points
- Understand alarm signals and evacuation procedures
- Ensure emergency equipment (SCBA, extinguishers, monitors) is functional and accessible
- Stop work and evacuate immediately if conditions become unsafe

9. Documentation and Recordkeeping

Tri-Energy will maintain:

- Hazard assessments
- Worksite inspection records
- Permit documentation
- Gas monitoring logs
- LOTO records
- Training records for workers authorized to enter restricted areas

10. Non-Compliance

Failure to follow this policy may result in:

- Immediate removal from the Restricted Work Area
- Work stoppage
- Disciplinary action
- Corrective actions as required by Tri-Energy or regulatory authorities

TRI-ENERGY SERVICES LTD

RIGGING CODE OF PRACTICE

1. Purpose and scope
This Rigging Code of Practice establishes minimum requirements for the selection, marking, inspection, use, and removal from service of rigging and associated lifting equipment used by Tri-Energy Services Ltd. It applies to all workers involved in planning, supervising, or performing lifting and rigging operations on any Tri-Energy Services Ltd. worksite. Each worker is responsible for recognizing lifting and rigging hazards and taking corrective measures to ensure this Code of Practice is followed. Each worker is responsible for recognizing lifting and rigging hazards and taking corrective measures to ensure that this practice is followed.

2. General principles

Maximum load rating marking:
- The maximum load rating of the rigging, as determined by the rigging manufacturer or a professional engineer, must be legibly and conspicuously marked on the rigging. Where it is not practicable to mark the rigging, the maximum load rating must be readily available to workers at the worksite.

No overloading:
- Rigging must not be subjected to loads exceeding its rated capacity, and must be used in accordance with applicable provincial OHS legislation, manufacturer's specifications, and this Code of Practice.

Mandatory pre-use inspection:
- Rigging intended for use during a work shift must be thoroughly inspected before each period of continuous use to ensure it is functional and safe. Rigging that has not been inspected prior to use must not be used.

Hooks and safety latches:
- Any hook capable of causing injury if dislodged during use must be equipped with a safety latch, mousing, or shackle, unless a specific exception in this Code of Practice applies and an alternate hook type is demonstrably safer.

No makeshift fittings:
- Rigging must not include makeshift fittings or attachments, including those fabricated from reinforcing steel rod or other improvised materials, where such components are load-bearing.

3. Responsibilities
3.1 Management
Management will ensure, or designate a competent person to ensure, that:

Emergency planning:
Emergency response plans are in place to address specific lifting and rigging hazards for the job at hand.

Training and competence:
Workers are trained and competent to:
- operate cranes and/or hoists, and
- rig up for lifting as required for the work at hand.

Labelling and inspection:
All cranes, hoists, and rigging equipment are:
- appropriately labelled with rated capacities and identification, and
- inspected daily prior to work commencing.

Safety devices:
- Safety devices installed on lifting equipment are present, functional, and not bypassed or rendered inoperative.

Supervision by a competent worker:
All rigging is assembled, used, maintained, and dismantled:
- under the supervision of a competent worker, and
- in accordance with the manufacturer's specifications and instructions.

Rigging training:
- Any worker who is required or permitted to assemble, use, maintain, or dismantle rigging is trained in safe rigging practices and applicable legislation and standards.

3.2 Riggers
Riggers must:

- have knowledge of the equipment being used;
- have experience with lift procedures appropriate to the work;
- have working knowledge of relevant practices, codes, and standards;
- be able to prepare and interpret site and lift plans and drawings;
- know and correctly use standard hand signals; and
- be deemed competent by Tri-Energy Services Ltd. in accordance with applicable legislation.

4. Breaking strength, load rating, and safety factors

4.1 Maximum allowable loads
Rigging will not be subjected to a load of more than:

Workers being raised or lowered:
10% of the breaking strength of the weakest part of the rigging.

General lifting (non-fatigue rated rigging):
20% of the ultimate breaking strength of the weakest part of the rigging.

Fatigue-rated rigging (no workers on load):
If the rigging is fatigue rated and a worker is not being raised or lowered, the maximum load must not exceed 25% of the ultimate breaking strength of the weakest part of the rigging.

4.2 Dedicated rigging assemblies

- A dedicated rigging assembly may be used if it is designed and certified for a particular lift or project by a professional engineer.
- The dedicated rigging assembly must be re-rated by a professional engineer before it is used for another lift or project.
- The maximum load rating of the dedicated rigging assembly must be:
    - legibly and conspicuously marked on the rigging, or
    - if not practicable to mark, made available to the lifting supervisor, operator, and workers at the worksite (e.g., lift plan, rigging chart, or engineering documentation).

4.3 Marking methods
Where rigging is marked, one or more of the following methods will be used:

- stamping
- etching
- embossing
- printing
- tagging

4.4 Safety factors for rigging components
Tri-Energy Services Ltd. will ensure that rigging components are rated relative to their ultimate breaking strength in accordance with the following minimum safety factors:

- Running lines: 3.5 : 1
- Non-rotating hoist lines: 5 : 1
- Tugger lines/blocks for pulling: 3 : 1
- Pendant lines/guy lines: 3 : 1
- Winch lines: 2 : 1

5. Pre-use inspection
Tri-Energy Services Ltd. will ensure that rigging to be used during a work shift is inspected thoroughly prior to each period of continuous use during the shift to confirm that the rigging is functional and safe.

- Rigging that fails inspection or is of unknown condition must be tagged “OUT OF SERVICE” and removed from use until assessed and, if appropriate, repaired and re-certified in accordance with manufacturer and engineering requirements.
- Records of formal inspections will be maintained where required by legislation or company procedures.

6. Applicable standards
Wire rope, alloy steel chain, synthetic fibre rope, metal mesh slings, and synthetic fibre slings will meet the requirements of **ASME B30.9-2006 (or current version), Safety Standard for Cableways, Cranes, Derricks, Hoists, Hooks, Jacks and Slings.**

Below-the-hook lifting devices, other than slings, will meet the requirements of:
ASME B30.20-2006 (or current version).
Where standards are updated, the current applicable edition will be followed.

7. Slings

7.1 Identification and marking
Tri-Energy Services Ltd. will ensure that synthetic fibre slings are permanently and legibly marked or appropriately tagged with:

Manufacturer identification:
- the manufacturer's name or trademark; and
- the manufacturer's code or stock number.

Capacity information:
- the safe working load (SWL) for the types of hitches permitted (e.g., vertical, choker, basket).

Construction details:
- where appropriate, the type and material of construction.

7.2 Load testing
- Slings will not be subjected to pull tests beyond 100% of their rated load capacity unless specifically required and controlled by an engineering procedure and manufacturer's instructions.

8. Hooks and safety latches

8.1 General requirement
Tri-Energy Services Ltd. will ensure that a hook has a safety latch, mousing, or shackle if the hook could cause injury if it is dislodged while in use.

8.2 Exceptions and special cases
If a worker disconnecting the hook would be in danger if the hook has a safety latch, mousing, or shackle, the Supervisor will:
- assess the task and hazards; and
- specify a suitable type of hook (e.g., sorting hook) where it is safer to use than a hook with a safety latch, mousing, or shackle.
- A sorting hook may be used for hoisting a skeleton steel structure or for performing similar operations only if it is safer than a hook with a safety latch, mousing, or shackle and is used under the direction of a competent supervisor.

8.3 Hoisting in caissons
During a hoisting operation in a caisson, workers:
- must not use a spring-loaded safety latch hook; and
- must use a shackle assembly consisting of:
  - a pin fully shouldered into the eyes of the shackle; and
  - a nut secured against rotation by a cotter pin.

9. Taglines and load control
If a worer may be endangered by the rotation or motion of a load during hoisting, Tri-Energy Services Ltd. will ensure:

- **Use of taglines:**
  One or more taglines are used to control the rotation or motion of the load.

- **Adequate length:**
  Taglines are of sufficient length to protect workers from any overhead hazard.

- **Removal only when safe:**
  Taglines are not removed from the load until the load is securely landed and stable.

- **Restricted access:**
  Only workers directly engaged in the hoisting operation are allowed to be in the area where the load is being hoisted or lowered.

10. Rejection and removal-from-service criteria

10.1 Slings and hooks (general)
Tri-Energy Services Ltd. will ensure that:

- a sling is permanently removed from service if it is damaged or worn beyond acceptable criteria; and
- a worn, damaged, or deformed hook is permanently removed from service if the wear or damage exceeds the specifications allowed by the manufacturer.

A sling must not be used if it has been or may have been damaged.

A worker will not be required or permitted to use a hook where:

- the throat opening has been increased beyond manufacturer limits;
- the tip has been bent more than 10° out of the plane of the hook body; or
- any dimension of the hook has been reduced by more than 10%.

10.2 Wire rope

Tri-Energy Services Ltd. will ensure that wire rope is permanently removed from service if any of the following conditions exist:

- wear or corrosion affects individual wires over more than one-third of the original diameter of the rope;
- the rope structure is distorted because of bulging, kinking, bird-caging, or any other form of damage;
- there is evidence of heat or arc damage; or
- the normal rope diameter is reduced, from any cause, as specified in applicable OHS legislation or manufacturer's criteria.

10.3 Metal mesh slings

Tri-Energy Services Ltd. will ensure that a metal mesh sling is removed from service if:

- there is a broken weld or a broken brazed joint along the sling edge;
- a wire in any part of the mesh is broken;
- corrosion has reduced a wire diameter by 15%;
- abrasion has reduced a wire diameter by 25%;
- there is a loss of flexibility because the mesh is distorted;
- the depth of the slot is increased by more than 10% because the choker fitting is distorted;

Removal from Service

Tri-Energy Services Ltd. will ensure that a sling is not used if the sling has been or may be damaged. A worker will not be required/ permitted to use a hook where; the throat opening has been increased, or the tip has been bent more than 10° out of the plane from the hook body, or any dimension of the hook has been reduced by more than 10%.

If any component of rigging has been contacted by an electric arc, it will be completely taken out of service unless a professional engineer certifies that it is safe to use.

TRI-ENERGY SERVICES LTD

SAFEGUARDING POLICY

Safeguarding is the use of a guard, a safety device, a shield, an awareness barrier, warning sign or other means to provide effective protection to workers from hazards. A guard is a physical barrier that prevents a worker from reaching over, under, around or through the barrier to a moving part or point of operation.

Tri-Energy Services Ltd. will ensure that machinery and equipment are fitted with adequate safeguards, which:

- Protect the worker from contact with hazardous power transmission parts.
- Ensure that a worker cannot access a hazardous point of operation.
- Safely contain any material ejected by the work process, which could be hazardous to the worker.

Hazards

- All rotating equipment; belts, pulleys, grinder, etc. that present a hazard to workers must be guarded.
- Any openings that could present a hazard to workers must be guarded.
- All piping and equipment operated at a temperature that could cause workers injury must be insulated, clad, guarded or otherwise protected.

Precautions

- Before any guards are removed from rotating equipment, the equipment must be locked out and tagged.
- Ensure the manufacturer's recommended practice is reviewed and followed.
- Guards should be re-installed prior to start-up.
- Under some maintenance circumstances, equipment may have to be operated without guards in place.
- In this case, the equipment must be marked and suitably illuminated to identify and minimize the hazard.
- Guards must be replaced as soon as possible.

Guarding Moving Parts

All safeguards should:

- Prevent contact – the safeguard must prevent the worker's hands, arms and any other part of the body from making contact with dangerous moving parts. A good safeguarding system eliminates the possibility of the operator or another worker coming into contact with hazardous moving parts.
- Be secure – workers should not be able to remove or tamper with the safeguard easily. Guards and safety devices must be able to withstand conditions of normal use.
- Protect moving parts from the entry of falling objects – the safeguard should ensure that objects such as tools and materials cannot fall into moving parts.
- Create no new hazards – a safeguard must not create a hazard of its own such as a shear point, a jagged edge, or an unfinished surface that can cause a cut. The edges of guards, for example, should be rolled or bolted in such a way as to eliminate sharp edges.
- Create no interference – any safeguard that prevents workers from doing their work quickly and comfortably may soon be overridden, ignored or disabled.
- Permit safe lubrication – if possible, workers should be able to lubricate the machine without having to remove safeguards. Locate oil reservoirs outside the guard, with a line leading to the lubrication point.

Tri-Energy Services Ltd. will provide safeguards if a worker may accidentally, or through the work process, come into contact with:

- Moving parts of machinery or equipment.
- Points of machinery or equipment at which material is cut, shaped, or bored.
- Surfaces with temperatures that may cause the skin to freeze, burn, or blister.
- Energized electrical cables.
- Debris, material, or objects thrown from machinery or equipment.
- The material being fed into or removed from process machinery or equipment.
- Machinery or equipment that may be hazardous due to its operation.
- Any other hazard.

Methods of guarding equipment and machinery include:

Fixed or barrier guard that encloses hazardous parts.

- Can be used in cases where access to the hazardous parts is not required or
- The enclosure permanently guards the hazardous part(s).

Moveable guard with interlock switch.

- Can be used where access to moving parts is required.
- The moveable guard is interlocked, often mechanically or electrically, to the machine's power source. When the guard door is opened, the machine loses power, hazardous parts stop moving or the machine stops.

Two-hand control.

- To prevent a hand from being caught in the machine, two start or process control buttons have to be operated at the same time to allow the machine to run.
- The operator's hands cannot be in the machine and at the control at the same time.

Infrared light curtains.

- A “curtain” of harmless light beams run in front of the hazardous area.
- If a beam is blocked or interrupted, a control circuit senses this and shuts off power to either the moving parts or the entire machine.

Pressure-sensitive safety mats.

- These mats are used to guard a machine by controlling access to the machine while it is running.
- Mats are placed around the hazardous area and are electrically connected to the machine’s control circuits.
- An operator’s footstep on a mat triggers a pressure-sensing circuit to cut power to the machine.

Pressure-sensitive edges.

- Flexible edging strips, electrically connected to the control circuits of the guarded device, can be added to a moving part such as a powered door or moving machine table.
- If the moving part hits the operator, or the operator hits the edge, the edging strip deforms, and a stop signal is sent to the power source.

Tampering with Safeguards

Any worker who removes a safeguard or makes it ineffective will be held liable. Safeguards can only be removed or made ineffective under the circumstances listed and must be immediately replaced or reactivated once the purpose of the interruption is completed. After replacement, the safeguard must be tested to confirm that it is still effective.

A worker may need to remove or make a safeguard ineffective on equipment that is not under the worker’s direct control. When this is the case, the worker must control hazardous energy (e.g., lockout) as required by legislation. This ensures that the equipment cannot be activated through the actions of another worker.

If a worker removes a safeguard or makes it ineffective, the worker must ensure that:

- Alternative protective measures are in place until the safeguard is replaced.
- The safeguard is replaced immediately after the task is completed.
- The safeguard functions properly once replaced. If a safeguard for machinery is removed or made ineffective and the machinery cannot be directly controlled by a worker, the worker who removes the safeguard or makes it ineffective must lockout or lockout and tag the machinery or render it inoperative.

TRI-ENERGY SERVICES LTD

HEAT, COLD STRESS AND THE HAZARDS OF THERMAL EXPOSURES

1. Purpose

The purpose of this policy is to establish comprehensive requirements for preventing, identifying, and responding to thermal stress hazards arising from extreme heat or cold. Tri-Energy Services Ltd. recognizes that field operations frequently expose workers to environmental conditions capable of causing serious illness, injury, or loss of life. This policy ensures:

- Systematic temperature monitoring
- Implementation of engineering, administrative, and PPE controls
- Worker training and competency
- Clear first-aid and emergency response procedures
- Seasonal hazard-specific guidance for Fall/Winter and Spring/Summer

2. Scope

This policy applies to all Tri-Energy Services Ltd. employees, contractors, and visitors performing work outdoors, in unheated or non-ventilated environments, or in areas where equipment or processes generate extreme temperatures.

3. Definitions

- **Thermal Stress:** Physiological strain caused by extreme heat or cold.
- **Heat Stress:** A spectrum of heat-related illnesses caused by elevated core temperature.
- **Cold Stress:** A spectrum of cold-related illnesses caused by reduced core temperature.
- **Wind Chilll:** The perceived temperature resulting from wind and ambient temperature.
- **Humidex:** A measure combining temperature and humidity to determine perceived heat.
- **Acclimatization:** Physiological adaptation to heat exposure over time.

4. Health Effects of Extreme Temperatures

4.1 Heat-Related Health Effects

Extreme heat can impair the body's ability to regulate temperature, leading to:

- Heat Rash — Blocked sweat ducts causing red, itchy skin.
- Heat Cramps — Painful muscle spasms due to electrolyte loss.
- Heat Syncope — Fainting from blood pooling in extremities.
- Heat Exhaustion — Heavy sweating, nausea, dizziness, rapid pulse.
- Heat Stroke — Life-threatening failure of thermoregulation; core temp >40°C.
- Mechanisms include dehydration, electrolyte imbalance, cardiovascular overload, and impaired sweating.

4.2 Cold-Related Health Effects

Cold exposure reduces blood flow to extremities and lowers core temperature, leading to:

- Shivering — Early sign of cold stress; involuntary heat generation.
- Frostnip — Early reversible freezing of skin surface.
- Frostbite — Freezing of tissue; may be superficial or deep.
- Hypothermia — Core temperature below 37°C; can be acute or sub-acute.
- Trench Foot — Tissue damage from prolonged wet/cold exposure.
- Physiological impacts include vasoconstriction, tissue freezing, cellular dehydration, and metabolic slowdown.

5. Temperature Monitoring Requirements

Tri-Energy Services Ltd. will:

- Monitor ambient temperature, humidex, wind chill, and radiant heat using calibrated instruments.
- Use recognized thresholds such as ACGIH TLVs for heat stress and CSA Z1006 for cold stress.
- Record temperature data at the start of shift, mid-shift, and when conditions change.
- Trigger controls when thresholds are exceeded (e.g., humidex > 35, wind chill < –28°C).
- Suspend or modify work when conditions become unsafe.

6. Control Measures for Hot and Cold Conditions

6.1 General Controls

- Conduct a Job Hazard Assessment before work begins.
- Provide engineering controls (shade, heaters, ventilation).
- Implement administrative controls (work/rest cycles, rotation, scheduling).
- Provide PPE appropriate to the hazard (insulated gloves, cooling vests, UV-rated clothing).
- Ensure hydration and nutrition are maintained.

6.2 Cold Weather Controls (Fall & Winter)

Clothing & PPE

- Layered clothing system: moisture-wicking base, insulating mid-layer, windproof outer layer.
- Insulated gloves, balaclavas, thermal socks, and CSA-approved winter boots.
- Avoid cotton due to moisture retention.

Work Practices

- Schedule regular warm-up breaks in heated areas.
- Provide heated shelters, trucks, or warming tents.
- Ensure warm fluids are available; dehydration increases hypothermia risk.
- Avoid high-intensity work that causes sweating; moisture accelerates heat loss.
- Implement buddy system for continuous monitoring.

Wind Chill Considerations

- Recognize that even mild temperatures become hazardous with wind.
- Example: 5°C with 15 km/h wind produces freezing-level exposure.
- Adjust exposure times and PPE accordingly.

Frostbite Prevention

- Protect extremities (head, hands, feet).
- Watch for early signs: white/yellow skin, numbness, hardness.
- Rotate workers to warm areas frequently.

6.3 Hot Weather Controls (Spring & Summer)

Hydration & Nutrition

- Provide cool potable water at all worksites.
- Encourage drinking every 20 minutes.
- Provide electrolyte supplements during heavy sweating.

UV & Insect Protection

- Mandatory use of UV barrier creams.
- Long sleeves and pants to reduce UV exposure.
- Insect repellent to prevent mosquito-borne illnesses (e.g., West Nile Virus).

Work Practices

- Schedule heavy work during cooler morning hours.
- Provide shade structures or cooling stations.
- Limit time in direct sunlight.
- Encourage acclimatization for new or returning workers.

7. Worker Training Requirements

All workers will be trained to:

- Recognize symptoms of heat stress, cold stress, and early warning signs.
- Understand temperature thresholds, wind chill, and humidex.
- Apply control measures, including hydration, clothing selection, and work pacing.
- Perform self-monitoring and buddy checks.
- Follow first-aid procedures for thermal stress.
- Report hazards, symptoms, and unsafe conditions immediately.

Training will be refreshed annually and documented.

8. First Aid Measures

8.1 Heat-Related First Aid

- **Heat Rash:** Keep skin dry; move to cool area.
- **Heat Cramps:** Rest, stretch, drink electrolyte fluids.

Heat Exhaustion:

- Move to shade; loosen clothing.
- Provide cool water; apply cool compresses.
- Monitor for progression to heat stroke.

Heat Stroke:
- Call emergency services immediately.
- Cool rapidly using ice packs, immersion, or wet towels.
- Do not give fluids if unconscious.

8.2 Cold-Related First Aid

Frostnip: Warm skin gently; avoid rubbing.
Frostbite:
- Move to warm shelter; remove wet clothing.
- Warm affected area in 37–39°C water.
- Do not thaw if refreezing is possible.

Hypothermia:
- Move to warm area; remove wet clothing.
- Wrap in blankets; provide warm, sweet fluids if conscious.
- For severe cases, handle gently and call emergency services.

9. Responsibilities

9.1 Employer
- Provide monitoring equipment, PPE, shelters, and training.
- Ensure supervisors enforce this policy.

9.2 Supervisors
- Monitor environmental conditions and worker health.
- Adjust work plans based on temperature thresholds.
- Ensure first-aid resources are available.

9.3 Workers
- Wear appropriate clothing and PPE.
- Follow training and safe work practices.
- Report symptoms immediately.
- Participate in buddy checks.

10. Review and Continuous Improvement
This policy will be reviewed annually or after any thermal-related incident, near miss, or regulatory change.

TRI ENERGY SERVICES LTD

LIGHT TOWER INSTALLATION AND SET-UP SAFE WORK PRACTICE

1. Purpose
To ensure the safe installation, setup, operation, and shutdown of portable light towers at Tri-Energy worksites. This practice outlines the hazards, controls, and worker responsibilities required to prevent injury, equipment damage, and environmental incidents.

2. Scope
This procedure applies to all Tri-Energy employees and contractors who transport, install, operate, inspect, or maintain portable light towers.

3. Hazards
3.1 Pinch Points
- Mast sections during raising/lowering
- Winch mechanisms and cables
- Outriggers and stabilizer legs
- Hinges and locking pins

3.2 Unintentional Movement
- Trailer rolling or shifting on uneven ground
- Tower movement due to improper leveling
- Mast sway or collapse in high winds
- Outriggers retracting or slipping

3.3 Electrical Shock
- Damaged or exposed wiring
- Improper grounding
- Faulty plugs, connectors, or generator components
- Contact with energized light fixtures during maintenance

3.4 Burns
- Hot lamps and fixtures
- Engine and exhaust components
- Generator housing after prolonged operation

3.5 General Safety Hazards
- Overhead power lines and obstructions
- Poor visibility during night setup
- Slips, trips, and falls around cables and equipment
- Fire hazards from fuel, electrical faults, or overheated components
- Noise exposure from generator operation

4. Work Area Precautions
- Ensure the area surrounding the light tower is clean, level, and free of debris.
- Confirm the area above the trailer is clear of overhead power lines, tree branches, and structures.
- Maintain a minimum 10-foot clearance from overhead electrical conductors (or greater as required by utility standards).
- Establish a restricted zone around the tower during raising/lowering.

5. Machine Setup
- Position the light tower on a firm, level surface to prevent tipping or rolling.
- Ensure the unit is properly grounded to an earthen point per national and local electrical codes.
- Fully extend and lock all outriggers before raising the mast.
- Outriggers must remain extended while the tower is raised.
- Never connect the light tower to external power sources such as utility mains.
- Chock wheels if parked on any grade.

6. Machine Integrity Requirements
- Do not start or operate a light tower requiring repair.
- Inspect all electrical cords; do not use if insulation is cut, cracked, or worn.
- Do not operate lights without protective lens covers in place.
- Replace damaged lenses, bulbs, or fixtures immediately.
- Only use replacement electrical components that match the original rating and performance.
- Inspect winch cables for fraying, kinks, or corrosion before use.

7. Safe Operation
- Keep the area behind the trailer clear during mast raising and lowering.
- Do not raise or operate the tower in high winds; lower immediately if winds increase or storms approach.
- Do not raise, lower, or rotate the mast while the generator is running.
- If the mast hangs up, binds, or the winch cable becomes slack, STOP immediately and investigate.
- Never disengage the mast locking pin while the tower is elevated.
- Lamps become extremely hot — allow 10–15 minutes for cooling before handling.
- Lower the tower when not in use or when leaving the work area.

8. Shutdown and Storage
- Turn off lights and allow fixtures to cool.
- Shut down the generator and disconnect power.
- Lower the mast completely and secure the locking pin.
- Retract outriggers and secure them for transport.
- Inspect the unit for damage before moving.

9. Worker Responsibilities
Workers must:
- Conduct a pre-use inspection of the tower and work area.
- Maintain clear access and egress routes.
- Use required PPE (gloves, safety glasses, FR clothing, hearing protection).
- Report defects or unsafe conditions immediately.
- Follow all setup, operation, and shutdown procedures.
- Monitor weather conditions continuously.

10. Documentation and Recordkeeping
- Tri-Energy will maintain:
- Pre-use inspection records
- Maintenance and repair logs
- Training records for authorized operators
- Incident or near-miss reports involving light towers

11. Non-Compliance
- Failure to follow this Safe Work Practice may result in:
- Immediate work stoppage
- Removal from site
- Disciplinary action
- Corrective actions as required by Tri-Energy or regulatory authorities

12.1 Operating Safety
- Do not operate lamps in areas where workers will remain for extended periods unless adequate shielding, barriers, or protective measures are in place to prevent exposure to intense light or heat.
- Replace any damaged, cracked, or malfunctioning lamps immediately.
- Ensure lamp housings, lenses, and protective covers are intact and secured before operation.
- Avoid looking directly into operating lamps to prevent eye injury.

13. Internal Combustion Engine Safety

When operating the generator or engine powering the light tower:

13.1 Fire and Explosion Prevention
- Keep the area around the exhaust pipe clear of flammable materials, vegetation, or debris.
- Inspect fuel lines, fittings, and the fuel tank for leaks, cracks, or loose connections before starting the engine.
- Do not operate the machine if fuel leaks are present.
- Never smoke while operating or refueling the machine.
- Do not run the engine near sparks, open flames, or ignition sources.

13.2 Burn Prevention
- Do not touch the engine, muffler, or exhaust components while the engine is running or immediately after shutdown.
- Allow adequate cooling time before performing maintenance.

13.3 Fuel Handling
Do not operate the machine with a loose or missing fuel cap.
If fuel has spilled or a fuel odour is detected:
- Do not start the engine
- Move the machine away from the spill
- Wipe down all surfaces and ensure the area is fully dry before restarting

14. Towing and Transporting Safety

14.1 Trailer and Vehicle Requirements

- Ensure both the towing vehicle and the trailer are in serviceable condition and securely fastened together.
- Confirm the hitch and coupling are rated equal to or greater than the trailer's GVWR.
- Inspect the hitch, coupling, and safety devices for wear or damage; do not tow with defective components.
- Always connect safety chains in a crossed-under pattern.
- Verify all directional, brake, and trailer lights are connected and functioning.

Inspect trailer tires for:

- Adequate tread
- Proper inflation
- Cuts, bulges, or other damage
- Replace worn or damaged tires immediately.
- Ensure all lug nuts are tight and none are missing.

15. Towing Speed Requirements

- Maximum recommended highway towing speed: 72 km/h (45 mph).
- Maximum recommended off-road towing speed: 16 km/h (10 mph) or less depending on terrain, visibility, and site conditions.
- Reduce speed further when towing on uneven, soft, or slippery ground.

16. Lifting the Light Tower for Transport

When lifting the machine onto a trailer or using mechanical lifting devices:

16.1 Equipment Requirements

- Ensure all slings, chains, hooks, ramps, jacks, and lifting devices are:
- Rated for the full weight of the machine
- Free of defects
- Properly secured and positioned
- Use only lifting equipment that meets CSA and manufacturer load-rating requirements.

16.2 Safe Lifting Practices

- Maintain awareness of all personnel in the area during lifting operations.
- Establish a restricted zone around the lift area.
- Never stand under the machine while it is being hoisted or moved.
- Do not climb onto or ride the machine while it is being lifted.
- Ensure the machine is stable and secured before releasing lifting equipment.

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SPRAY PAINTING

Paint spraying equipment utilizes high pressures to propel liquid material onto the surface to be painted and can be potentially dangerous if miss-used. Toxic material can be propelled with enough force to enter the body through the skin and is especially dangerous if the gun is aimed at the eyes. Fire and explosion can occur when spraying or flushing flammable fluid in an area where air circulation is poor and flammable vapours can be ignited by an open flame or sparks.

Key Practices

1. Do not spray flammable materials indoors. Read the accompanying manufacturer's materials.
2. Wear appropriate PPE, such as a respirator, as per your hazard assessment.
3. Remove, extinguish or unplug all ignition sources and tape wall switches.
4. Ground the spray unit and solvent pails to prevent static electricity sparks.
5. Hold gun firmly to the side of a grounded pail when triggering into a pail.
6. Spray in a well-ventilated area with good air movement and use non-sparking fans.
7. Proper clothing should be worn to prevent accidental contact of toxic material with the skin.
8. Use eyewear that will prevent any contact of spray mists of direct sprays. When checking the spray tip for paint build-up or obstructions, disconnect the gun from the supply hose and do not aim the gun directly into your face.
9. Fluid injection is a serious injury. If high-pressure fluid pierces your skin, get immediate medical attention.
10. To help prevent injection injuries:
    a. Use the trigger latch when not spraying.
    b. Point gun away from you or anyone else.
    c. Relieve pressure before checking or repairing any leaks.

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TOOLS, EQUIPMENT AND MACHINE SAFETY

Moving Parts

Any type of clothing, jewelry or hair that hangs down near the moving parts of machinery, equipment or tools creates a potential hazard. A hazard assessment helps determine the risk of a worker's clothing, jewelry or hair being caught. Practices to decrease the risk of workers being caught in machinery may include:

- Wearing clothing that fits close to the body and cannot be caught on moving parts.
- Avoiding loose cuffs, belts, ties or protruding buckles that are easily caught on equipment.
- When long sleeves or pant legs are worn, elasticized, or tightly buttoned cuffs, Velcro closures or ties should be used.
- Wearing coveralls to contain or control clothing.
- Wearing close-fitting leather or insulated work gloves that are less likely to become caught than loose-fitting handwear. In some circumstances, it may not be appropriate to wear gloves at all if there is a risk of them being caught in moving parts.
- Ensuring boots are laced using all eyelets and tucking in bootlaces.
- Tying back long hair and covering it with a hairnet that is snug to the head.
- Covering a long beard with a net to contain it.
- Not wearing jewelry and accessories when working around machinery.
- Removing a fall protection lanyard rather than wearing it draped over a shoulder.
- Rings can increase the damage to a finger or result in amputation when a hand is crushed. Rings should be removed if a hazard is present.

Starting Machinery

Tri-Energy Services Ltd. will ensure that:

- Machines are operated only by a competent worker.
- Workers are informed of any risk associated with and trained in the safe use of the machines.

Operator Responsibilities

The machine operator is responsible for checking the machine and the surrounding area to ensure that both the operator and other workers are not at risk of being caught or struck by moving equipment. This may include such things as checking visually and verbally to ensure workers are not in the immediate vicinity of the machinery and activating warning alarms. Having a second worker check the area may be necessary for some situations. Convex mirrors may be used to allow the operator to see obstructed areas.

Safeguarding Controls

Tri-Energy Services Ltd. will ensure that machinery and equipment are fitted with adequate safeguards that protect workers from hazardous parts, ensure that they cannot access a hazardous point of the operation and safely contain any material ejected by the work process that could potentially be dangerous to the worker.

Most Effective	**Elimination**	• Eliminate human interaction in the process • Eliminate pinch points (increase clearance) • Automated material handling
Most Effective	**Engineering Controls**	• Mechanical hard stops • Barriers • Interlocks • Presence-sensing devices • Two hand controls
Most Effective	**Enhancing worker awareness of hazards**	• Lights, beacons, and strobes • Computer warnings • Signs • Restricted space painted on floors • Beepers • Horns • Labels
Most Effective	**Training & Procedures (Administrative Controls)**	• Safe job procedures • Safety equipment inspections • Training • Lockout

Most Effective	**Elimination**	• Eliminate human interaction in the process • Eliminate pinch points (increase clearance) • Automated material handling
Least Effective	**Personal Protective Equipment**	• Safety glasses • Earplugs • Face shield • Gloves • Hard Hat • Steel toe boots

Immobilization

Tri-Energy Services Ltd. workers shall not leave a machine unattended or in a suspended position unless that machine has been:

- Immobilized and secured against accidental movement, or
- Enclosed by a safeguard to prevent access by any other worker to the machine or part.

Defective Equipment

Where a defect is found in equipment, Tri-Energy Services Ltd. will ensure that steps are taken immediately to protect the health and safety of any worker who may be at risk until the defect is corrected and the defect is corrected by a competent person as soon as is reasonably practicable.

Hand Tools

Worker Responsibilities

- Electrical tools must have three-wire (grounding) cord and plug, excluding double-insulated tools.
- Grinder discs, buffers and stones are to be used only for their designed application and at rated speed.
- Stationary grinders must have properly adjusted tool rests and stones to be properly dressed.
- Angle grinders to have Original Equipment Manufacturer (OEM) guard.
- On/off switches must be functional and positioned so the operator has access.
- Accessories can only be used that are designed for use with the tool specified.
- Saw blades must be designed for the product being cut, and at the rated speed, OEM guards must be in place and functional.
- Chisels, punches, hammer, wrenches, etc. are to have all burrs ground from the striking area.
- Chisels, punches, screwdrivers, etc. are to have tips properly dressed.
- Cracked and/or splintered handles are to be replaced.
- All tools must be cleaned after use and repairs made before being properly stored.
- Tools must be used for designed purposes only.
- Repairs on tools must be performed by qualified personnel, using OEM parts or equivalent.

AIR POWERED TOOLS

Air Powered Tools are to be used and maintained in compliance with the manufacturer's guidelines. Supervisors are responsible to facilitate and/or provide proper instruction to their workers on protection requirements and training.
Air-powered tools in construction range from stapling guns to jackhammers. If not treated with respect, these tools can become a powerful enemy rather than a servant.

General safe work practices for Air Powered Tools

- Ensure all equipment is in good working condition.
- Wear suitable clothing and ensure that all P.P.E. in place. Keep loose clothing away from any moving or rotating equipment or parts to avoid an incident.
- Get assistance before lifting or moving heavy objects.
- Practice good housekeeping.
- Bleed off airlines before disconnecting hoses.
- Shut-off equipment before refueling, adjusting or repairing this will avoid unnecessary incidents or damage.
- Use the tool for only the job it is designed for.
- Ensure the tool is rated for the job on hand.

Use of Compressed Air

- Compressed air must not be used to blow debris or dirt from any worker's clothes. As air could get blown under the skin causing injury.
- Ensure that the air pressure has been turned off and the line pressure relieved before disconnecting the hose or changing tools.
- All hose connectors must be of the quick disconnect pressure release type with a "safety chain/cable" (whip check). This will stop the hose from the uncontrolled movement if accidentally disconnected.
- Wear personal protective equipment such as eye protection and face shields, and ensure other workers in the area are made aware of or have restricted access to the hazard area.
- Hoses must be checked on a regular basis for cuts, bulges, or other damage.
- Ensure that defective hoses are repaired or replaced.
- A proper pressure regulator and relief device must be in the system to ensure that correct desired pressures are maintained.
- The correct air supply hoses must be used for the tool/equipment being used.
- The equipment must be properly maintained according to the manufacturer's requirements.
- Follow the manufacturer's general instructions and comply with legislated safety requirements.

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DRILL SAFETY POLICY

Power drills can be used for a number of jobs. Drills can be equipped with bits to accommodate a wide variety of projects, including drilling, cutting, grinding and sanding.

Safe Work Practices

Do:

- Read and follow the manufacturer's instructions and warning labels.
- Wear appropriate personal protective equipment such as safety footwear, safety glasses, hearing protection and respiratory protection.
- When unplugging equipment, pull on the plug, not on the cord.
- Keep power cords away from heat, water and oil.
- Only use extension cords that are in good condition with proper grounding.
- Ensure the work area is clear of debris.
- Use only bits that turn true.
- Unplug any broken or unsafe equipment, attach a warning tag, take it out-of-service and advise your supervisor.
- Ensure there is adequate lighting in the work area.
- Use the drill, tool accessories, bits and battery charger in accordance with the manufacturer's instructions and in the manner intended.
- Keep the drill's air vents clear to maintain adequate ventilation.

Do Not:

- Do not wear gloves, loose clothing, jewelry or long loose hair while operating a drill.
- Do not remove the stock or any debris while the bit is spinning.
- Do not place your hands under the material/stock being drilled.
- Do not abuse the power cord. Never use the cord for carrying the drill.
- Do not carry the drill with your finger on the trigger switch.
- Do not use excessive force to push a drill bit into the stock.
- Do not use a bent drill bit.
- Do not use a hole saw without a pilot drill.
- Do not exceed the manufacturer's recommended maximum drilling capacity.
- Do not use power from the drill to tighten a keyless chuck; hand tighten only.
- Do not use a drill if the switch does not turn it on and off.
- Do not operate any equipment if you feel drowsy or unwell.
- Do not use a drill that vibrates or appears unsafe in any way.
- Do not operate a corded power drill while standing in water.

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HAND TOOL SAFETY

Wrenches

- Use the correct size wrench for the job.
- Remove caked dirt and grime from inside sockets to allow them to seat fully.
- Use a pipe wrench to turn or hold a pipe. Never use a pipe wrench to bend, raise or lift a pipe.
- Keep pipe wrench teeth clean and sharp.
- Do not use a wrench as a hammer, or strike it with a hammer.
- Do not use pipe wrenches on nuts and bolts.
- Do not use an extender for extra leverage. Get a larger pipe wrench.

Screwdrivers

- Screwdrivers shall not be used as punches, wedges, pinch bars or pries.
- Choose contoured handles that fit the shank tightly, with a flange to keep the hand from slipping off the tool.
- Keep the screwdriver handle clean.
- The tip shall be kept clean and sharp to permit a good grip on the head of the screw.
- The part being worked on shall not be held by hand. It should be laid on a flat surface or held in a vice.
- Do not lean or push on a screw-driver with any more force than necessary to keep contact with the screw.
- Do not hammer screws that cannot be turned.
- Do not try to use screwdrivers on screw heads for which they are not designed

Pliers and Nippers

- Pliers are meant for gripping and cutting operations. They shall not be used as a substitute for wrenches. The following safety precautions shall be followed:
- Choose pliers or wire cutters that have a grip span of 6-9 cm (2.5 -3.5 inches) to prevent a palm or fingers from being pinched when the tools are closed.
- Make sure that the cutting edges and toothed jaws are clean and sharp.
- Pull-on, the pliers. Do not push away from you when applying pressure.
- Special cutters for heavy wire, reinforcing wire, and bolts shall be used as required.

Cutting Tools

- Cut materials straight across – keep the material being cut at right angles to the cutting edges of blades.
- The cutting stroke should be away from the body. If that is not possible, then keep the hands and body in the clear.
- Sharpen blades according to manufacturers' instructions.
- Knives shall be kept in sheaths or holders.
- Never attempt to catch a cutting tool when it falls. Let it drop to the ground, and then pick it up by the handle.
- While cutting with a retractable knife, use a metal ruler with an integral finger guard.
- Ensure a retractable knife blade is retracted after use.
- Do not pry or twist the tool when cutting.
- Do not hammer on cutting tools.
- Do not expose cutting tools to excessive heat

Pry bars

- Use the proper size and type of pry bar for the specific task.
- The pry bar shall have a point or toe of such shape that it will grip the object to be moved, and a heel to act as a pivot or fulcrum.
- Use a block of wood under the heel as required, to prevent the pry bar from slipping

Saws

- Select the proper saw for each specific task.
- Use a cross-cut saw for cutting across the grain, use a ripping saw for cutting with the grain.
- Saws must be kept sharp, and the teeth kept well set to prevent binding.
- Hacksaws shall be adjusted in the frame to prevent buckling and breaking.
- Install blades with teeth pointing forward.

Hydraulic Jacks

- Hydraulic jacks are to be used according to manufacturers' instructions.
- The rated load shall be legibly and permanently marked on every hydraulic jack.
- Hydraulic jacks shall be blocked when positioned on foundations that are not firm.
- After the load has been raised, it shall be cribbed, blocked or otherwise secured.
- A block shall be placed between the cap and the load where there is a possibility of slippage.
- All lifts should be vertical with the jack perpendicular, at a right angle to the load.
- The hydraulic jack operator shall ensure that the stop indicator is clearly visible.
- Hydraulic jacks shall be adequately maintained.

MECHANICAL VIBRATING TOOLS SAFE WORK PRACTICE

1. Purpose
To establish safe work practices for the use of mechanical vibrating tools at Tri-Energy Services Ltd. and to reduce the risk of vibration-related injuries, including Hand-Arm Vibration Syndrome (HAVS), circulatory disorders, neurological damage, and musculoskeletal injuries.

2. Scope
This practice applies to all Tri-Energy employees and contractors who operate, maintain, or work near vibrating tools or equipment, including:

- Portable power tools
- Impact tools
- Chisels, grinders, drills, saws
- Self-propelled machinery with vibrating controls
- Equipment that transmits vibration through handles, grips, or steering systems

3. Understanding Vibration

3.1 What is Vibration?
Vibration is a mechanical oscillation transmitted through solids, typically caused by:

- Rotating or reciprocating machinery
- Impact tools
- Engine or propulsion systems
- Rough terrain or uneven surfaces
- Vibration can be:
- Hand-Arm Vibration (HAV): transmitted through hands, wrists, elbows, and shoulders
- Whole-Body Vibration (WBV): transmitted through feet, legs, hips, and spine

3.2 How the Body Responds

- Lower limbs dampen vertical vibrations
- Hands, elbows, and shoulders dampen horizontal vibrations
- Each body part has its own resonant frequency, making some regions more vulnerable

4. Health Effects of Vibration Exposure

4.1 Hand-Arm Vibration Syndrome (HAVS)

- Long-term exposure can cause:
- “Pins and needles”
- Numbness in fingertips
- Reduced touch sensitivity
- Painful wrists
- Loss of grip strength
- Raynaud’s phenomenon (“white finger”)
- 4.2 Other Health Risks
- Circulatory disorders
- Nerve damage
- Bone and joint degeneration
- Tendonitis
- Carpal tunnel syndrome

5. Hazard Assessment Requirements
Supervisors must assess vibration hazards considering:

- Level, type, and duration of exposure
- Intermittent vibration or repeated shocks
- Availability of low-vibration tools
- Daily exposure limits
- Extended exposure time due to overtime or task demands
- Worker susceptibility (cold exposure, pre-existing conditions)
- Interaction with other machinery
- Manufacturer vibration data and scientific literature
- Tri-Energy will identify all vibration sources and evaluate worker exposure to ensure compliance with exposure limits.

6. Exposure Limits (ISO 5349 Standard)

Two key values apply:

6.1 Daily Exposure Action Value

- A(8) = 2.5 m/s²

Exposure above this level requires controls and monitoring.

6.2 Daily Exposure Limit Value

- A(8) = 5.0 m/s²

Exposure above this level is not permitted.

7. Who Is at Risk?

Workers who:

- Regularly operate high-vibration tools
- Use vibrating tools for extended periods
- Work in cold environments
- Apply excessive force or grip pressure
- Use dull or poorly maintained tools

8. Safe Work Practices to Reduce Vibration Exposure

8.1 Tool Selection and Use

- Use the correct tool for the job
- Select low-vibration tools whenever possible
- Avoid excessive pressure — let the tool do the work
- Do not grip tools more tightly than necessary
- Use sharp drill bits, chisels, and cutting edges
- Maintain tools regularly to reduce vibration output

8.2 Alternative Work Methods

Consider replacing high-vibration tasks with:

- Diamond drilling instead of chiseling
- Direct fastening instead of drilling
- Hydraulic tools instead of pneumatic tools
- Remote or automated systems where feasible

8.3 Administrative Controls

- Implement job rotation to reduce exposure duration
- Schedule vibration-intensive tasks in shorter intervals
- Monitor worker symptoms and exposure times

8.4 Personal Protective Measures

- Wear gloves to maintain warmth and circulation
- Keep hands warm in cold environments
- Take regular breaks to reduce cumulative exposure

9. Worker Responsibilities

Workers must:

- Use tools as trained and intended
- Report symptoms of HAVS immediately
- Inspect tools before use
- Avoid excessive force or prolonged gripping
- Follow rotation schedules and exposure limits
- Maintain warm hands and proper PPE
- Participate in vibration exposure assessments

10. Supervisor Responsibilities

Supervisors must:

- Conduct vibration hazard assessments
- Ensure workers are trained on HAVS and tool safety
- Provide low-vibration tools where possible
- Monitor exposure durations and enforce limits
- Ensure tools are maintained and inspected
- Implement job rotation when required

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11. Documentation and Recordkeeping

Tri-Energy will maintain:

- Vibration exposure assessments
- Tool maintenance records
- Worker training records
- HAVS symptom reports
- Manufacturer vibration data
- Corrective actions and monitoring logs

12. Non-Compliance

Failure to follow this Safe Work Practice may result in:

- Removal from task
- Disciplinary action
- Additional training requirements
- Corrective actions as required by Tri-Energy or regulatory authorities

TRI-ENERGY SERVICES LTD

TOWING A TRAILER SAFE WORK PRACTICE

1. Purpose

To ensure the safe towing, loading, unloading, and transport of trailers by Tri-Energy workers. This practice outlines the minimum requirements for equipment inspection, load securement, driving techniques, and hazard controls to prevent collisions, rollovers, jackknifing, and equipment failure.

2. Scope

This Safe Work Practice applies to all Tri-Energy employees and contractors who:

- Tow trailers on public roads or worksites
- Load or unload trailers
- Inspect, maintain, or operate towing equipment
- Transport materials, tools, or equipment using a trailer
- Only trained and competent workers may tow a trailer.

3. Hazards

Workers may be exposed to:

- Trailer sway or instability
- Jackknifing during braking or turning
- Reduced visibility
- Increased stopping distance
- Load shift or load ejection
- Hitch or coupling failure
- Tire blowouts
- Backing hazards
- Pinch points during coupling/uncoupling
- Rollaway hazards when unhitched

4. General Requirements

- Use a vehicle of sufficient size and towing capacity for the trailer and load.
- Ensure the trailer is correctly attached, including coupler, hitch, safety pin, and safety chains.
- Test lights, brakes, and signals before moving.
- Ensure the deadman brake (breakaway system) is connected and functional.
- Follow all posted speed limits and adjust speed for weather, road, and load conditions.
- Inspect the load and trailer hookup periodically during travel.
- Check tire pressure, wheel condition, and ensure safety chains are not dragging.
- Block trailer wheels when unhitched.
- Only trained, competent workers may tow a trailer.

5. Trailer Loading Requirements

Proper loading is critical for safe handling and stability

5.1 Load Distribution

- Balance weight side to side.
- Distribute cargo weight evenly along the trailer length.
- Secure and brace all items to prevent shifting.
- Adjust the tow vehicle/trailer interface height.
- Use load-levelling (weight-distribution) hitch bars when required.
- Most trailers and tow vehicles should be level during travel unless the manufacturer specifies otherwise.

6. Pre-Departure Safety Checklist

Before towing, the operator must verify:

6.1 Vehicle and Trailer Condition

- Tire pressure on tow vehicle and trailer is correct.
- Wheel lug nuts/bolts are tightened to manufacturer torque.
- Hitch, coupler, drawbar, and locking mechanisms are secure.
- Safety pin or locking device is installed.
- Safety chains are crossed under the tongue and properly attached.
- Wiring is connected, not dragging, and has enough slack for turns.
- All lights (running, brake, turn, hazard) are functional.
- Trailer brakes and tow vehicle brake controller are operational.
- Trailer jack, tongue support, and stabilizers are raised and locked.
- Load is properly secured and balanced.
- Mirrors provide adequate visibility.
- Routes, bridge restrictions, and tunnel requirements have been checked.
- Wheel chocks and jack stands are available.

7. Safe Driving Practices

7.1 General Handling

- Use the manufacturer-recommended towing gear.
- Drive at moderate speeds; higher speeds increase sway risk.
- Avoid sudden stops, starts, or steering movements.
- Slow down on rough roads, railroad crossings, and uneven terrain.
- Make wider turns at corners and curves.
- Maintain a firm grip on the steering wheel when passing large vehicles.
- Reduce speed if sway begins; do not accelerate.

7.2 Braking

- Allow significantly more stopping distance.
- Anticipate braking early to avoid skidding or jackknifing.

7.3 Acceleration and Passing

- Signal early and allow extra distance to change lanes.
- Pass only on level terrain with adequate clearance.
- Avoid passing on steep grades.
- Downshift if necessary for acceleration or speed control.
- Avoid soft shoulders to prevent jackknifing.

8. Backing Up

- Place your hand at the bottom of the steering wheel:
- Move hand left → trailer moves left
- Move hand right → trailer moves right
- Back up slowly and use small steering adjustments.
- Have a spotter guide you whenever possible.
- If alignment is lost, pull forward and reset.

9. Parking

- Avoid parking on grades when possible.
- Have a spotter guide you into position.
- Before shifting into Park:
- Place wheel blocks on the downhill side of trailer wheels
- Apply parking brake
- Shift into Park (or first/reverse for manual transmissions)
- When uncoupling:
- Block wheels front and back
- Use jack stands to prevent sudden tongue movement
- Ensure the trailer cannot roll or tip

10. Uncoupling Safety

- Block trailer wheels before releasing the coupling.
- Ensure the load is stable and will not shift.
- Use jack stands to prevent the tongue from rotating upward.
- Disconnect wiring, chains, and brake cable in a controlled sequence.

11. Worker Responsibilities

Workers must:

- Be trained and competent in trailer towing
- Perform pre-trip inspections
- Follow all highway and transportation laws
- Report defects immediately
- Drive according to conditions
- Use proper loading and securement techniques
- Never allow passengers in or on a trailer

12. Supervisor Responsibilities

Supervisors must:

- Verify worker competency
- Ensure trailers and towing vehicles are maintained
- Confirm pre-trip inspections are completed
- Ensure loads are secured and compliant
- Provide corrective actions when unsafe conditions are identified

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13. Documentation and Recordkeeping

- Tri-Energy will maintain:
- Pre-trip inspection records
- Maintenance logs
- Driver competency records
- Incident and near-miss reports
- Load securement documentation (where required)

14. Non-Compliance

- Failure to follow this Safe Work Practice may result in:
- Removal from towing duties
- Disciplinary action
- Additional training requirements
- Corrective actions as required by Tri-Energy or regulatory authorities

TRI-ENERGY SERVICES LTD

TRAFFIC CONTROL POLICY

1. Purpose

To ensure that all workers at Tri-Energy Services Ltd. are protected from hazards associated with vehicle and equipment traffic at worksites. This policy establishes requirements for traffic control, high-visibility apparel, signage, barriers, and designated traffic controllers.

2. Scope

- This policy applies to all Tri-Energy employees, contractors, and visitors who:
- Work on or near roadways
- Work around moving vehicles or powered mobile equipment
- Direct or control traffic
- Perform tasks where vehicle traffic poses a hazard
- This includes both public roadways and private/industrial worksites.

3. Traffic Hazard Overview

Traffic hazards may arise in situations such as:

- Assisting with positioning, loading, or unloading trucks
- Working around forklifts, loaders, or mobile equipment
- Collecting materials in parking lots or yards
- Roadside work without protective barriers
- Road construction or maintenance activities
- Work in areas where public or site traffic is not fully controlled

Tri-Energy will assess:

- Vehicle speed
- Traffic volume
- Worker proximity to moving vehicles
- Visibility conditions
- Worksite layout and blind spots

4. Vehicle Traffic Control Requirements

Tri-Energy Services Ltd. will ensure that traffic is controlled whenever it poses a danger to workers on foot, in vehicles, or operating equipment.

Traffic control measures may include:

- Warning signs
- Barriers or barricades
- Lane control devices
- Flashing lights or beacons
- Flares or cones
- Pilot vehicles
- Remote-controlled or automated traffic systems
- Designated traffic controllers
- Traffic control must follow the TAC MUTCDC standards for layout, spacing, and device selection.

5. High-Visibility Apparel Requirements

5.1 Mandatory Use

Workers exposed to traffic hazards must wear high-visibility apparel that:

- Clearly identifies them as workers
- Meets CSA Z96-15 (or latest edition)
- Is retroreflective when working in darkness or low-visibility conditions
- Is clean, properly fastened, and unobstructed by other clothing or equipment

5.2 Traffic Controllers

- A designated traffic controller must wear apparel that:
- Clearly identifies them as a traffic controller
- Is retroreflective in low-light or poor visibility
- Is maintained in good condition and worn correctly
- High-visibility apparel is a secondary control. Engineering and administrative controls must be implemented first.

6. Environmental Considerations

Tri-Energy will ensure that high-visibility apparel remains effective under:

- Low lighting
- Rain
- Fog
- Snow
- Dust
- Smoke
- If visibility is significantly reduced, additional controls must be implemented.

7. Warning Signs and Barriers

When traffic on a public roadway or worksite poses a danger, Tri-Energy will protect workers using:

- Regulatory, warning, and construction signs
- Cones, barrels, barricades, or fencing
- Lane control devices
- Flashing lights or beacons
- Flares (where permitted)
- Pilot vehicles
- Automated or remote-controlled traffic systems
- Designated traffic controllers
- All signage and devices must comply with TAC MUTCDC standards.

8. Traffic Controllers

8.1 Requirements

- If a worker is designated to control traffic, Tri-Energy will ensure:
- The worker is trained and competent
- The worker wears CSA-compliant high-visibility apparel
- A handheld signal light is used in darkness or poor visibility
- The worker is positioned in a safe, visible location
- Communication systems (radios, hand signals) are established

8.2 Responsibilities

Traffic controllers must:

- Maintain eye contact with approaching drivers
- Use approved hand signals or devices
- Never turn their back to oncoming traffic
- Stand in a protected area whenever possible
- Stop work if conditions become unsafe

9. Engineering and Administrative Controls

Tri-Energy will prioritize:

- Engineering Controls
- Barriers
- Physical separation
- Lane closures
- Reduced speed zones
- Lighting improvements

Administrative Controls

- Traffic control plans
- Worker positioning
- Spotters
- Restricted access zones
- Scheduling work during low-traffic periods
- High-visibility apparel is used only after these controls are applied.

10. Worker Responsibilities

Workers must:

- Wear required high-visibility apparel
- Follow all traffic control instructions
- Stay within designated safe zones
- Remain alert to moving vehicles
- Report unsafe conditions immediately
- Never assume a driver sees them

11. Supervisor Responsibilities

Supervisors must:

- Conduct traffic hazard assessments
- Ensure traffic control plans are implemented
- Verify workers are trained and competent
- Ensure signage and barriers meet TAC standards
- Monitor environmental conditions
- Enforce high-visibility apparel requirements

12. Documentation and Recordkeeping

Tri-Energy will maintain:

- Traffic control plans
- Training records for traffic controllers
- Inspection logs for signage and barriers
- Incident and near-miss reports
- Hazard assessments

TRI-ENERGY SERVICES LTD

TRANSPORTATION OF DANGEROUS GOODS POLICY

Aligned with Transport Canada TDG Regulations, CANUTEC, and Provincial Emergency Reporting Requirements

1. Purpose

To ensure that Tri-Energy Services Ltd. complies with the Transportation of Dangerous Goods (TDG) Regulations and protects emergency responders, the public, and the environment from hazards associated with the transport of dangerous goods. This policy establishes procedures for classification, documentation, marking, reporting, and emergency response.

2. Scope

This policy applies to all Tri-Energy employees and contractors who handle, offer for transport, or transport dangerous goods by road, rail, air, or other means.

3. Legislative Reference

- Transportation of Dangerous Goods Act and Regulations (Canada)
- CANUTEC Emergency Reporting Requirements
- Alberta Transportation and Provincial Operations Centre (POC)
- Natural Resources Canada (Explosives)
- Canadian Nuclear Safety Commission (Radioactive Materials)

4. Reporting Dangerous Goods Releases

- If an accidental or imminent release of dangerous goods occurs in excess of prescribed quantities:
- The person in charge, management, or control of the means of containment must report the occurrence immediately.
- All reasonable emergency measures must be taken to reduce or eliminate danger to public safety.
- Reports must include all required information under TDG Regulations & be made to the appropriate authorities listed in Section 10.

5. Classification of Dangerous Goods

Before Tri-Energy takes possession of dangerous goods for transport, a competent individual will determine the correct classification.

5.1 Classification Sources

- Class 1 Explosives: Chief Inspector of Explosives, Natural Resources Canada
- Class 6.2 Infectious Substances: Director, Office of Biosafety (Health Canada) or Director, Biohazard Containment and Safety.
- Previous consignor or manufacturer
- If classification errors are identified, Tri-Energy will not take possession or continue transport until the classification is corrected.

6. Shipping Documentation

- Before taking possession of dangerous goods:
- A shipping document must be prepared and accompany the goods.
- Tri-Energy will ensure all required information is present and accurate.
- When transferring to another carrier, all shipping documents must remain with the goods.
- Documents will be inspected for completeness and compliance with TDG requirements.

7. Dangerous Goods Safety Marks

Tri-Energy will not offer for transport, transport, or import any means of containment unless TDG safety marks are displayed and compliant with Part 4 of the TDG Regulations.

Safety marks must be:

- Bold, clean, and legible
- Visible at all times
- Maintained in good condition
- If dangerous goods are lost, stolen, or unlawfully interfered with, Tri-Energy will report immediately.

7.1 Required Information for Theft/Loss Reports

- Name andts of consignor, consignee, and carrier
- Whether goods were lost or stolen
- Shipping name or UN number
- Description of means of containment
- Approximate date, time, and location of loss/theft
- Reports are made to:
- CANUTEC — 1-888-226-8832 or *666 (cell)
- Natural Resources Canada Inspector (for Class 1 Explosives) — 613-995-5555
- Canadian Nuclear Safety Commission (for Class 7 Radioactive Materials)

8. Reporting Contacts

Reports must be made to:

Type of Dangerous Goods	Reporting Agency	Contact
General Dangerous Goods	CANUTEC	1-888-226-8832 or *666 (cell)
Class 1 – Explosives	Natural Resources Canada Inspector	613-995-5555
Class 7 – Radioactive Materials	Canadian Nuclear Safety Commission	As per CNSC reporting protocol

9. Release of Dangerous Goods

In the event of an accidental or anticipated release, Tri-Energy will make an immediate report if the quantity exceeds prescribed limits.

Reports must be made to:

- CANUTEC
- Local police and provincial authority (Alberta POC: 1-866-618-2362)
- Consignor of the dangerous goods
- Vehicle owner, lessee, or charterer (if not Tri-Energy owned)
- Canadian Nuclear Safety Commission (for Class 7 materials)

Class	Packing Group or Category	Quantity
1	II	Any quantity
2	Not Applicable	Any quantity
3, 4, 5, 6.1 or 8	I or II	Any quantity
3, 4, 5, 6.1 or 8	III	30 L or 30 kg
6.2	A or B	Any quantity
7	Not Applicable	A level of ionizing radiation greater than the level established in section 39 of the Packing and Transport of Nuclear Substances Regulations, 2015”
9	II or III, or without packing group	30 L or 30 kg

9.1 Reportable Incidents

Reports are required if the incident results in:

- Death or injury requiring medical treatment
- Evacuation or shelter-in-place
- Closure of a loading/unloading facility, road, railway, or waterway

9.2 Report Content

- Name and contact of reporter
- Date, time, and location of release or incident
- Mode of transport
- Shipping name or UN number
- Quantity before and after release
- Type of incident (collision, rollover, fire, explosion, load shift, etc.)
- Tri-Energy will activate its Emergency Response Plan (ERP) and begin an investigation immediately.
- A written incident report will be submitted to the Director-General (Transport Canada) within 30 days.

10. Permits for Equivalent Level of Safety

Permits are issued by the Director-General, Transport Canada for specific activities or locations. Tri-Energy will not conduct any activity requiring a permit unless authorized. Employees are prohibited from engaging in non-compliant TDG activities.

11. Exemptions – Construction Industry

Certain exemptions apply to flammable liquids such as diesel fuel (UN1202) and gasoline (UN1203):

11.1 Exemption Criteria

- Fuel is in one or more means of containment displaying correct TDG labels or placards
- Each container is secured to the vehicle and visible from outside
- Total capacity of all containers is ≤ 2000 L
- Tri-Energy will evaluate additional exemptions on a case-by-case basis.

12. Training and Competency

- All workers involved in handling or transporting dangerous goods must:
- Complete TDG training and certification
- Understand classification, documentation, and emergency procedures
- Carry proof of training while transporting dangerous goods

13. Documentation and Recordkeeping

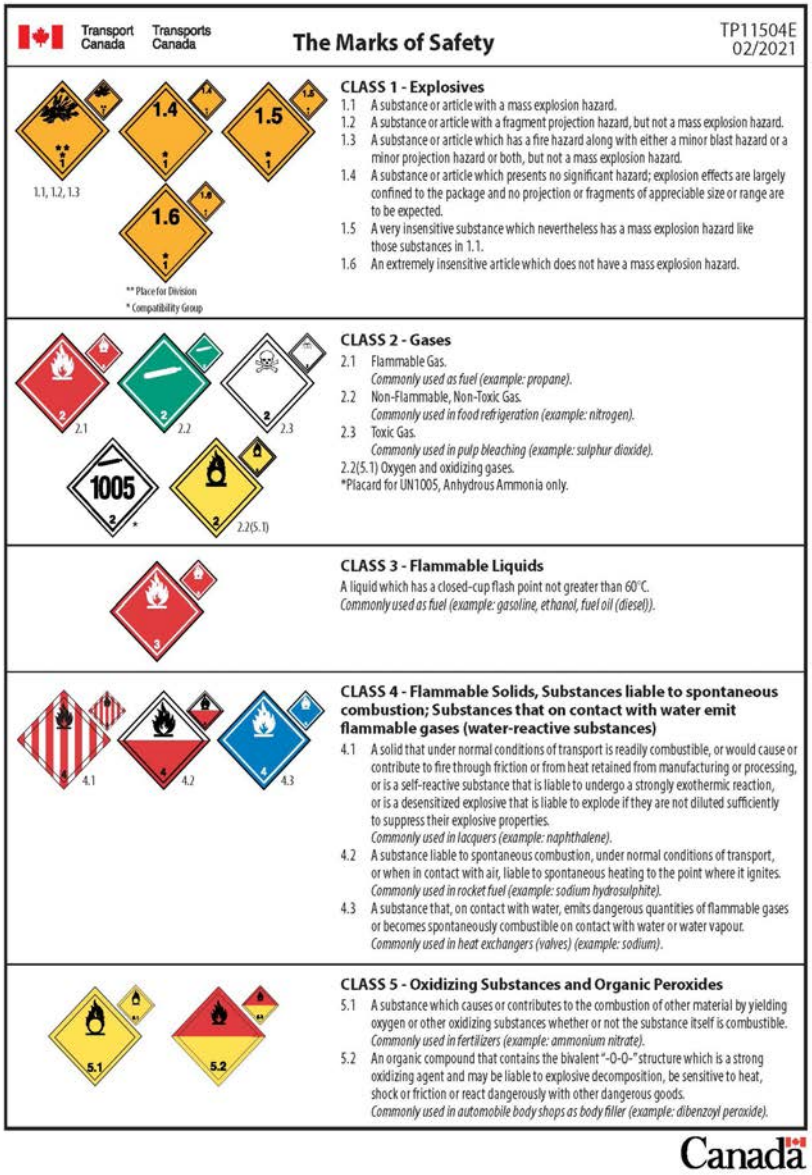
Tri-Energy will maintain:

- TDG training records
- Shipping documents
- Incident and release reports
- Classification and inspection records
- ERP activation logs

14. Non-Compliance

Failure to comply with this policy may result in:

- Immediate work stoppage
- Removal from transport duties
- Disciplinary action
- Regulatory reporting and corrective measures



SCAFFOLDING CODE OF PRACTICE

1.0 Purpose and Scope

The purpose of this Standard Operating Procedure is to ensure the safe erection, maintenance, modification, and dismantling of scaffolds and temporary work platforms used at Tri-Energy Services worksites.

2.0 Requirements

All scaffolding systems shall be constructed of metal components. Wood may be used only for planking and only when approved by a supervisor.

When wooden planks are authorized, they must:

Be laminated veneer lumber specifically manufactured for scaffold planking.

- Be cleated at each end and securely fastened to the scaffold frame.
- When cleats are removed for bridging, planks must be firmly secured.
- Meet all additional specifications required under applicable provincial OHS legislation.

Any modification to scaffold components must be certified by a Professional Engineer.

All scaffolding materials and components must:

- Be used only for their intended purpose during erection, maintenance, modification, or dismantling.
- Be inspected for excessive wear and structural integrity prior to release from the scaffold yard and again during erection and dismantling.
- Be identified by the user if they have been stored, erected, or used in corrosive environments.

3.0 Erection, Maintenance, Dismantling, or Modification

Scaffolding shall be erected, maintained, modified, and dismantled only by the contractor responsible for the work and in accordance with the specifications outlined in this procedure.

3.1 Competency Requirements

All workers who erect, use, or dismantle scaffolding on site must meet the following competency requirements:

Scaffold Primary Access Training (PAT)

Required for workers erecting scaffold types that do not exceed the height-to-base ratios defined by provincial legislation (e.g., 3:1).

Scaffold Competent Person Training (CPT)

- Required for scaffold erectors performing work that exceeds the height-to-base ratio.
- Covers scaffold foundations, component identification, regulatory requirements, guardrails, fall protection, stabilization, and erection/dismantling procedures.

Scaffold Journeyman Training Program

- Required for scaffolders who routinely erect and dismantle scaffolds of various types and configurations.
- Consists of three levels (Level 1, Level 2, and Specialty).
- Requires documented hours for each level to demonstrate proficiency.

3.2 Scaffold Requirements

All scaffolds erected on location are classified as light-duty unless otherwise specified on the scaffold tag.

- A light-duty scaffold is designed to support an evenly distributed load not exceeding 122 kg/m² (25 lb/ft²) and must have a platform width of at least 50 cm.
- A heavy-duty scaffold is designed to support an evenly distributed load greater than 122 kg/m² but not exceeding 367 kg/m² (75 lb/ft²) and must have a platform width of at least 1.0 m.
- During scaffold erection and dismantling, the immediate surrounding area—including the deflection zone—shall be flagged off to warn personnel of adjacent or overhead work.
- Scaffolds erected in or near vehicular traffic routes must be flagged, barricaded, and illuminated as required to ensure visibility and protection.
- Scaffolds must be erected plumb on a base plate, jack screw, or other approved load-distributing device placed on a stable surface capable of supporting all imposed loads.
- Scaffolds must be secured against lateral movement using adequate bracing and tie-ins:
    - One tie-in for every 4.6 m vertically, and
    - One tie-in for every 6.4 m horizontally.
    - When scaffolds are hoarded or sheeted, tie-in frequency must be increased to:
    - One tie-in for every 3.0 m vertically, and One tie-in for every 3.0 m horizontally.
- Scaffolds with a deck height exceeding 1.2 m must be equipped with toe-boards:
    - Toe-boards must be at least 14 cm high.
    - The gap between the platform surface and the bottom of the toe-board must not exceed 6 mm.
    - Toe-boards must be installed along all exposed edges of the work platform.
    - All scaffolds must have guardrails installed. A guardrail system must include:
    - A top rail between 95 cm and 105 cm above the platform surface.
    - A mid-rail positioned midway between the top rail and the platform.
    - Vertical supports at both ends and intermediate vertical members spaced no more than 3.0 m apart.

- Materials must be lumber or other materials with equal or greater strength properties.
- A temporary guardrail does not require a mid-rail if a substantial barrier fully occupies the space between the top rail, toe-board, and platform.
- Guardrails must be secured to prevent dislodgement in any direction when contacted at any point.
- Scaffold access and egress must be provided by fixed ladders extending at least 1.0 m above the landing point.
- Vertical access ladders where a fall of 3.0 m or more may occur must be equipped with ladder cages or a fall-arrest system.
- Scaffold ladders exceeding 6.4 m in height must have rest platforms at intervals not greater than 6.4 m, with each platform measuring at least 76 cm × 76 cm.
- Ladders must be provided for access/egress at intervals not exceeding 6.0 m along the horizontal run of the scaffold.
- A self-closing double-bar safety gate, or an equally effective protective system, must be installed at ladder-way openings and fixed-ladder platform access points.

4.0 Rolling Scaffolding

Rolling scaffolds, where applicable, shall meet the following requirements:

- The scaffold height shall not exceed three times the smallest base dimension.
- Outriggers must be securely attached on both sides when required to achieve the 3:1 height-to-base ratio.
- Scaffold wheels must be equipped with functional locking devices, which shall be engaged whenever personnel are on the scaffold.
- Personnel shall not remain on the scaffold while it is being moved.
- Rolling scaffolds shall be used only on firm, level surfaces free from hazards that could cause instability or toppling.
- Scaffolds mounted on pneumatic tires shall not be supported by those tires during erection, use, or dismantling.

5.0 Tagging and Inspection

- Scaffold inspection and tagging shall be performed by competent personnel experienced in scaffold erection.
- All scaffolds must be inspected upon completion of erection and must display an approved scaffold identification tag.
- Scaffold tags shall be solid red, yellow, or green with black lettering.
- Plastic tie-wraps are the preferred method for attaching tags to the scaffold.
- Scaffolds shall be re-inspected every 21 days for as long as they remain erected.

5.1 Green Scaffolding Tag

A Green – SAFE FOR USE tag shall be installed on scaffolds that have been fully inspected and deemed safe.

- A green tag must be placed at each access point following the initial inspection.

5.2 Yellow Scaffolding Tag

A Yellow – CAUTION tag shall replace all green tags when a scaffold has been modified to meet work requirements and may present additional hazards.

At minimum, the yellow tag must include the following information:

- Nature of the modification
- Specific hazards present
- Any restrictions or limitations on use
- Required PPE or controls
- Inspector's name and date of modification

5.3 Red Scaffolding Tag

A Red "UNSAFE" tag will be used during erection or dismantling when the scaffold is left unattended. This red tag will replace all green "SAFE TO USE" tags in the event a scaffold has not been inspected in the last 21 days or has been deemed unfit for use.

- Red tags will also be affixed to scaffolds erected specifically for overhead protection.
- Overhead-protection scaffolds must be fully and adequately planked to ensure they can withstand all anticipated loads, including falling tools, debris, or materials.
- The scaffold must be constructed and secured in a manner that prevents displacement, deflection, or failure under impact or load.
- No personnel shall access or work from a scaffold bearing a red tag until it has been inspected, corrected, and re-tagged by a competent person.

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Figure 1: Green Scaffolding Tag

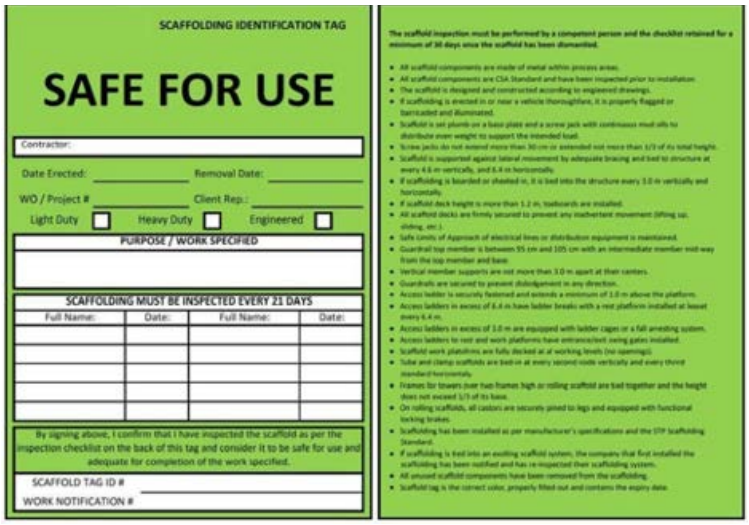


Figure 2: Yellow Scaffolding Tag

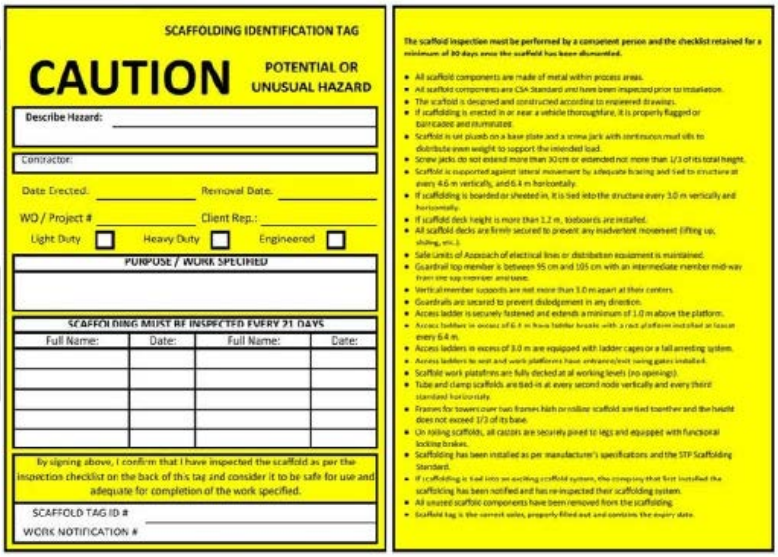
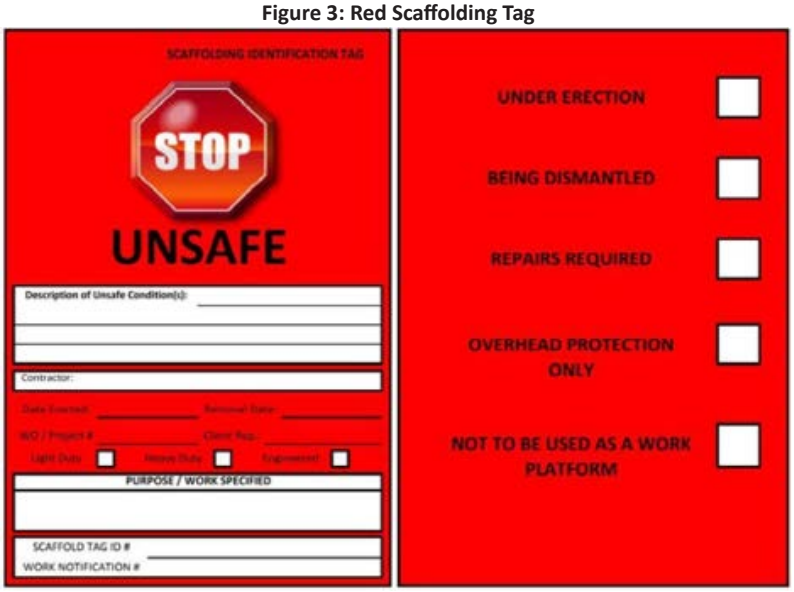


Figure 3: Red Scaffolding Tag



TRI ENERGY SERVICES LTD

WELDING SAFE WORK PRACTICE

1. Purpose

To ensure all welding, cutting, burning, and hot-work activities at Tri-Energy Services Ltd. are performed safely, with appropriate controls to prevent fire, explosion, toxic exposure, and worker injury.

2. Scope

This practice applies to all Tri-Energy employees and contractors performing:

- Arc welding
- MIG / TIG welding
- Hot cutting
- CAD welding
- Cold tapping
- Stoppling
- Explosion welding or cutting
- Any activity producing heat, sparks, flame, or ignition sources

Hot work is never considered routine, especially when performed on or near production lines, piping, or equipment that may contain hydrocarbons or other hazardous materials.

3. Definitions

- Hot Work: Any work involving open flame, sparks, or heat capable of igniting combustible materials.
- Arc Flash: Eye injury caused by ultraviolet radiation from welding arcs.
- Fire Watch: A trained worker assigned to monitor for fire hazards during and after hot work.

4. Hazards

4.1 Fire and Explosion

- Sparks, slag, and hot metal can ignite combustibles
- Explosions may occur from improper handling of gases or equipment
- Residual hydrocarbons in lines, tanks, or vessels may ignite

4.2 Burns and Radiation

- Arc flash causing UV burns to eyes and skin
- Hot metal, slag, and sparks causing thermal burns

4.3 Toxic Welding Vapours

- Fumes from electrodes, metals, coatings, and paints
- Potential exposure to lead, zinc, chromium, cadmium, and other toxic metals

5. General Precautions

- Adequate ventilation must be provided
- Workers in the vicinity must be protected using screens or barriers
- Hot work must never begin without proper authorization and permits
- Firefighting equipment must be available before starting
- Work area must be inspected for combustibles and flammable vapours
- Welders must never work alone; a fire/spark watch is required
- Protect cables and hoses from slag and sparks
- Never weld or cut on lines, drums, or tanks without full isolation, purging, and permits
- Confined space welding requires gas testing and a safety attendant
- Overhead work requires fire-resistant blankets or tarps
- Cylinders must be moved away from falling slag and sparks
- Open cylinder valves slowly; keep valve wrench on spindle during use

6. Manager Responsibilities

Managers must:

- Provide training and instruction on welding hazards and controls
- Ensure workers are competent and authorized
- Verify permits, gas tests, and fire protection measures
- Ensure equipment is maintained and inspected

7. Worker Responsibilities

Workers must:

- Be trained and competent in welding operations
- Conduct a pre-use “walk-around” inspection
- Ensure welding units are secured to transport vehicles
- Check fluid levels before operation
- Never fuel equipment while running
- Avoid “topping off” fuel tanks
- Keep side covers closed during operation
- Secure cables during transport
- Ensure repairs are performed only by qualified mechanics
- Follow Working Alone procedures where applicable

8. Site-Specific Procedures

A detailed site-specific welding procedure must be developed for any hot work involving:

- Blinding
- Stress relieving
- Depressurizing
- X-ray
- Purging
- Non-destructive testing
- Excavations
- Tie-ins to operating equipment
- 8.1 Procedure Requirements
- Each activity must include:
- Activity Description: What is being done and how
- Hazards: Identified hazards and controls
- Personnel: Who is responsible and who performs the task
- Fire Protection: Minimum 30 lb (9 kg) ABC extinguisher on site

9. Equipment Requirements

9.1 Welding Equipment

- Use equipment only within rated capacity
- Stop work if abnormal conditions arise
- Do not operate portable arc welders indoors
- Ensure unit is firmly attached to vehicle
- Check water, oil, antifreeze, and fuel levels
- Ensure radiator, oil, and gas caps are secure
- Turn off machines when unattended
- Keep side covers in place
- Secure hoses and cables during transport

9.2 Gas Cylinders

- Open valves slowly
- Keep valve wrench on spindle during use
- Turn off oxygen and acetylene when not in use
- Never set down a burning torch
- Store acetylene bottles upright
- Install flashback arrestors at both torch and regulator ends
- Install back-flow prevention devices

9.3 Welding Leads

- Keep leads dry
- Repair or replace defective leads immediately
- Tape repairs must match original insulation thickness
- Keep leads out of walkways
- Roll up leads at end of shift
- Never loop welding cable over shoulders or body
- Do not handle electrode holders from two machines simultaneously

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10. Ventilation Requirements

- Mechanical ventilation or respiratory protection is required when:
- Natural ventilation is obstructed
- Toxic metals or fluxes are used
- Welding galvanized or painted materials

11. Work Area Requirements

- Inspect area for combustibles and flammable vapours
- Check opposite sides of walls, floors, or partitions for fire hazards
- Remove objects that may fall when visibility is obstructed
- Collect electrode stubs in designated containers
- Protect uninvolved workers with screens or barriers

12. Protective Equipment

Workers must wear:

- CSA-approved 6-inch boots
- Safety glasses with side shields
- Welding gloves
- Respirator with appropriate cartridges
- Welding shield with correct CSA lens shade
- Cap or beanie; hard hat in designated areas
- Long-sleeved natural-fiber shirts with pocket flaps
- Steel-toe boots with no cuffs
- Shade 3 glasses for observers

13. Gas Monitoring

- Check work area, equipment, and lines for combustible/toxic gases before starting
- Continuous monitoring may be required
- Re-entry requires re-testing

14. Fire Watch Requirements

- Fire watch must remain on site during welding and for 30 minutes after completion
- Fire watch must have a clear view of the work area
- Fire watch must have immediate access to extinguishers

15. Non-Compliance

Failure to follow this Safe Work Practice may result in:

- Immediate work stoppage
- Removal from site
- Disciplinary action
- Additional training requirements

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WINCH OPERATION SAFE WORK PRACTICE

Safety Precautions

- Understand the operating and service manual before performing any winching activity. Operators must be trained and competent.
- Never lift, hoist, or move personnel with the winch under any circumstance.
- Stay clear of the load and cable path at all times.
- Ground personnel must remain a minimum safe distance of 1.5 times the length of the cable measured from the winch to the load. *Rationale: A failed or recoiling cable can cause severe injury or fatality.*
- **Avoid shock loading.** Sudden jerks or rapid tension changes can overload the winch, cable, and rigging hardware.
- Wear required PPE, including gloves, eye protection, and protective footwear.
- Ensure the drum clutch is fully engaged before hoisting or applying load.
- Rig all loads securely before winching. Pull the load line taut and verify load stability, balance, and alignment.
- **Inspect the drum brake (if equipped).**
    - Understand that the drum brake is not a load-holding device.
    - It is designed to prevent overspooling and bird-nesting.
    - Inspect brake linings for wear and proper function.
- Inspect the load control brake to ensure it is functioning correctly and capable of holding the load during operation.

Operational Precautions

- All winch controls must be clearly marked to prevent operator confusion.
- Ensure the PTO (Power Take-Off) is disengaged when the winch is not in use.
- Winch controls must be positioned to provide the operator with a clear, unobstructed view of the load and cable path.
- Inspect the clutch daily for proper engagement and smooth operation.
- Inspect the winch cable daily for serviceability, including:
    - Broken wires
    - Kinks
    - Flattened or crushed sections
    - Corrosion
    - Improper spooling
- Maintain a minimum of five (5) tightly wound wraps of cable on the drum at all times to prevent slippage and ensure safe load handling.

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ASBESTOS ABATEMENT - SAFE WORK PROCEDURE

1. Purpose

To ensure safe, compliant handling, disturbance, cleanup, and disposal of asbestos-containing materials (ACM) in accordance with:

- **Alberta OHS Code** – Part 4 (Asbestos), Schedule 1 Table 2
- **BC OHS Regulation** – Part 6 (Asbestos)
- **Saskatchewan OHS Regulations** – Part 12 (Asbestos)
- **NIOSH, CSA, and manufacturer specifications**

This procedure applies to all Tri-Energy workers who may encounter or disturb ACM during work activities.

2. Definitions

- **Low-Risk Work:** Disturbance of non-friable ACM under controlled conditions with minimal fiber release.
- **Moderate-Risk Work:** Disturbance of ACM where fibers may become airborne (e.g., cutting non-friable ACM without wetting).
- **High-Risk Work:** Disturbance of friable ACM or uncontrolled release (e.g., vermiculite pouring from a drilled hole).
- **ACM:** Asbestos-containing material (≥0.5% asbestos by weight).

3. Regulatory Requirements (AB/BC/SK)

Alberta

- Asbestos work must follow Part 4 of the OHS Code.
- Dry removal is prohibited.
- HEPA-filtered vacuums required.
- Proper signage and restricted access mandatory.

British Columbia

- Strict requirements under Part 6 including:
- Written exposure control plan
- Risk assessment
- Worker training and fit testing
- Mandatory containment for moderate/high-risk work

Saskatchewan

- Requirements under Part 12 including:
- Control of airborne fibers
- Proper PPE and decontamination
- Safe disposal of ACM waste

4. LOW-RISK ASBESTOS ABATEMENT PROCEDURE

4.1 Site Preparation

- Restrict access to the work area using barriers and warning signs.
- Close the room door and ensure it remains closed during work.
- Post the following signage:

  Exterior of door:
  - *"DANGER – CONSTRUCTION ZONE – UNAUTHORIZED PERSONNEL KEEP OUT"*

  Inside room facing door:
  - *"DANGER – ASBESTOS – CANCER AND LUNG DISEASE HAZARD – AUTHORIZED PERSONNEL ONLY – RESPIRATORS AND PROTECTIVE CLOTHING REQUIRED"*
- Install asbestos hazard barrier tape inside the doorway to prevent accidental entry.
- Use plastic drop sheets where needed to prevent migration of dust.

4.2 Low-Risk Work Sequence

- Dry removal is strictly prohibited in all provinces.
- Lightly wet ACM before disturbance to minimize fiber release.
- Remove visible dust using:
  - Damp cloths, or
  - HEPA-filtered vacuum
- When cutting, drilling, or shaping non-friable ACM, wet the material whenever possible.
  - If wetting is not possible → work becomes moderate-risk and must follow moderate-risk procedures.
- No eating, drinking, smoking, chewing gum, or tobacco in the work area.
- Workers must remove PPE and wash hands/face before entering clean areas.

4.3 Decontamination for Low-Risk Work
During and immediately after work:

- Clean dust and debris using:
- HEPA vacuum,
- Wet sweeping, or
- Damp mopping
- Compressed air is prohibited for cleaning surfaces or clothing.

Drop sheets must be:

- Wetted
- Folded inward to contain dust
- Bagged and disposed of as asbestos waste
- Contaminated reusable coveralls must be laundered by an approved facility.
- Footwear must be wiped or HEPA-vacuumed before leaving the area.

4.4 Waste Disposal

- Place all asbestos waste—including disposable PPE—into sealed, labelled asbestos waste bags.
- Clean exterior surfaces of bags using a damp cloth or HEPA vacuum.
- Remove cleaned, sealed bags from the work area and transfer to designated asbestos waste disposal facilities.

4.5 Air Monitoring

- Air monitoring will be conducted by the Prime Contractor when required by regulation or site conditions.
- Workers must comply with all instructions provided by the Prime Contractor or designated hygienist.

5. HIGH-RISK ASBESTOS ABATEMENT – EMERGENCY RESPONSE PROCEDURE

High-risk conditions include uncontrolled release of friable asbestos, such as vermiculite pouring from a drilled hole in a cinder block wall.

If high-risk asbestos is encountered:

1. Stop work immediately.
2. Do not disturb the material further.
3. Contain the release if safe to do so, using:
   - Duct tape to seal the hole, or
   - Spray foam to plug the opening
4. Notify the Prime Contractor immediately.
5. Notify Tri-Energy's Installation Coordinator and report the incident.
6. Install proper asbestos hazard signage and barrier tape.
7. Do not resume work until further instructions are provided by:
   - The Prime Contractor
   - A qualified asbestos consultant
   - Tri-Energy management

6. Required PPE

For low-risk work:

- NIOSH-approved half-mask respirator with:
- P100, R100, or N100 filters
- Disposable coveralls
- Safety glasses
- Gloves
- Protective footwear
- Additional PPE as required by other site hazards

For high-risk or moderate-risk work, additional PPE may be required (full-face respirator, double suits, etc.) depending on the risk assessment.

7. Key Prohibitions

- No dry removal
- No compressed air
- No unauthorized personnel
- No eating, drinking, or smoking in contaminated areas
- No disposal in unlabelled containers
- No reuse of disposable PPE

CARE & HANDLING OF GAS CYLINDERS – SAFE WORK PROCEDURE

1. Purpose

To ensure safe storage, handling, transport, and use of compressed gas cylinders in accordance with:

- Alberta OHS Code – Part 10 (Fire and Explosion Hazards), Part 18 (Tools & Equipment)
- BC OHS Regulation – Part 4, Part 5, Part 9, Part 12
- Saskatchewan OHS Regulations – Part 7, Part 12, Part 19
- NFPA 55, CSA B340, and CGA guidelines
- This procedure applies to all Tri-Energy workers handling compressed gas cylinders.

2. General Requirements

- Only trained and authorized workers may handle compressed gas cylinders.
- Cylinders must be used, stored, and transported upright and secured at all times.
- Cylinders must be clearly identified—never use an unlabelled cylinder.
- Keep cylinders away from ignition sources, heat, electrical circuits, and impact hazards.

CARE & HANDLING OF GAS CYLINDERS

3. Storage Requirements

3.1 Storage Area

- Follow applicable fire code requirements for flammable and oxidizing gas storage.
- Store cylinders in a clearly identified, dry, well-ventilated area.
- Keep cylinders away from:
    - Doorways
    - Aisles
    - Elevators
    - Stairs
- Post “NO SMOKING” signage.
- Store cylinders upright and secure them using an insulated chain or non-conductive strap.
- Ensure protective valve caps are installed when cylinders are not in use.
- Outdoor storage must be on a fire-resistant surface and enclosed in a tamper-resistant structure.
- Protect cylinders from:
- Ground contact
    - Ice, snow, water, and salt
    - Corrosion
    - High temperatures
    - Mechanical damage

3.2 Segregation of Incompatible Gases

To prevent fire, explosion, or chemical reaction hazards, **incompatible gases must not be stored together.**

Oxygen and Fuel Gases

Store oxygen at least:

- 6 m (20 ft) from fuel gas cylinders, OR
- Separated by a 1.5 m (5 ft) non-combustible wall, OR
- Separated by a 1.5-hour fire-rated barrier

Inert Gases

- Inert gases (argon, helium, nitrogen, CO_2) may be stored together.
- Do not store inert gases with fuel gases if the storage area is not rated for mixed-gas storage.
- Inert gases must still be secured and protected from heat and impact.

Fuel Gases (Flammable)

Store fuel gases (acetylene, propane, hydrogen, MAPP gas) separately from:

- Oxidizers
- Oxygen
- Chlorine
- Nitrous oxide
- Any oxidizing gas

Hydrogen must be stored in a designated flammable gas area with proper ventilation.

Oxidizing Gases
Oxidizers (oxygen, nitrous oxide, chlorine, etc.) must be stored away from:

- Oils and greases
- Combustible materials
- Fuel gases
- Organic materials
- Ensure oxidizers are kept in clean, contamination-free environments.

Toxic or Corrosive Gases

- Must be stored in accordance with SDS requirements.
- Keep away from incompatible materials and ensure ventilation meets regulatory requirements.

3.3 Electrical Safety

- Do not use cylinders as electrical grounds.
- Do not fasten cylinders to structures that may become part of an electrical circuit.
- Never strike an arc on a cylinder.

3.4 Frozen Valves

- Do not use flame or boiling water to thaw valves.
- Fusible plugs may melt at temperatures below boiling water.

4. EMPTY CYLINDERS

- Mark empty cylinders as “EMPTY” or “OUT OF SERVICE.”
- Store empty cylinders separately from full cylinders.
- Remove regulators when not in use and store them away from oil and grease.
- Install protective caps before storage or transport.
- Keep cylinders and fittings free from oil, grease, and dust.
- Never use or accept a cylinder with missing or illegible identification.

5. MOVING CYLINDERS

5.1 Preparation

- Remove the regulator and install the valve protection cap.
- Inspect the cylinder for leaks or damage.

5.2 Transport

- Use approved cylinder carts or trolleys.
- Use proper lifting cradles when hoisting.
- Call the supplier immediately if a cylinder is leaking.
- Do not lift cylinders by the valve cap.
- Do not sling cylinders with ropes, chains, or electromagnets.
- Do not drag, slide, or drop cylinders.
- Cylinders may be rolled only short distances on their base.

5.3 Acetylene Cylinders

- Never lay acetylene cylinders on their sides.
- If a cylinder has been horizontal, stand it upright for at least 1 hour before use.

5.4 Prohibited Actions

- Do not refill cylinders.
- Do not mix gases in a cylinder.

6. “CRACKING” CYLINDERS

Cracking is used to clear dust from the valve outlet.
Procedure

- Ensure the cylinder is secured upright.
- Stand to the side of the valve—never in front or behind.
- Use two hands to slightly open the valve, then close immediately.

Restrictions

- Do not crack fuel gas cylinders near ignition sources.
- Never crack hydrogen cylinders—hydrogen may self-ignite when released under pressure.

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7. POTENTIAL HAZARDS

- Explosion or fire
- Cylinder tip-over
- Burns from hot metal or ignition
- Carbon monoxide exposure
- Impact injuries
- Leaking or damaged cylinders
- Exposure to high-pressure gas release

8. REQUIRED PPE

- Safety glasses
- Hearing protection (as required)
- Flame-resistant clothing
- Hard hat
- CSA-approved safety footwear
- Work gloves
- High-visibility apparel

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HAND AND POWER TOOLS SAFETY PROGRAM

1. Purpose

The purpose of this program is to ensure that all hand and power tools used by workers are selected, inspected, maintained, and operated in a manner that prevents injury, property damage, and equipment failure. This program establishes minimum requirements for safe use, competency, and hazard control across all Tri-Energy Services Ltd. worksites.

2. Scope

This program applies to all workers, contractors, and visitors who use, handle, transport, or store hand tools or power tools on any Tri-Energy Services Ltd. project, facility, shop, or field location.

Tools covered include:

- Non-powered hand tools (hammers, wrenches, screwdrivers, pliers, cutting tools)
- Portable electric tools (grinders, drills, saws, sanders)
- Pneumatic tools (impacts, nailers, staplers)
- Hydraulic tools
- Powder-actuated tools
- Gas-powered tools

3. Responsibilities

Employer Responsibilities

The employer must:

Provide tools that are suitable for the task and compliant with applicable standards

- Ensure tools are maintained in safe operating condition
- Ensure workers are trained and competent in the safe use of tools
- Provide required PPE and ensure its proper use
- Establish and enforce safe work procedures
- Ensure defective tools are removed from service immediately

Supervisor Responsibilities

Supervisors must:

- Verify worker competency before assigning tasks involving tools
- Conduct regular field inspections of tools and equipment
- Ensure workers follow safe work procedures
- Stop unsafe work and correct hazards immediately
- Ensure defective tools are tagged out and reported

Worker Responsibilities

Workers must:

- Use tools only for their intended purpose
- Inspect tools before each use
- Report defective or damaged tools immediately
- Follow all safe work procedures and training
- Use required PPE
- Maintain good housekeeping in tool-use areas

4. Hazard Identification & Risk Assessment

Before using any hand or power tool, workers must assess hazards including:

- Flying debris, sparks, or projectiles
- Noise, vibration, and ergonomic strain
- Pinch points, rotating parts, and sharp edges
- Electrical hazards (damaged cords, improper grounding)
- Stored energy (pneumatic, hydraulic, spring-loaded)
- Fire or explosion hazards (grinding, cutting, hot work)
- Slips, trips, and falls from poor housekeeping

A formal Field Level Hazard Assessment must be completed prior to tool use.

5. General Requirements for All Tools

5.1 Tool Selection

- Select the correct tool for the job; never improvise or modify tools
- Use tools that meet CSA, ANSI, or equivalent standards
- Ensure guards, handles, and safety devices are present and functional

5.2 Pre-Use Inspection

Workers must inspect tools before each use, checking for:

- Cracks, chips, or wear
- Loose or missing parts
- Damaged cords, plugs, hoses, or fittings
- Proper guard installation
- Cleanliness and lubrication where required

5.3 Defective Tools

- Remove defective tools from service immediately
- Tag as “Do Not Use”
- Report to supervisor for repair or replacement
- Never attempt unauthorized repairs

6. Safe Use of Hand Tools

Hand tools must be:

- Used only for their intended purpose
- Kept sharp, clean, and in good condition
- Stored properly when not in use
- Carried in a manner that prevents injury (points down, sheathed, etc.)

Specific requirements:

- Cutting tools must have guards or sheaths
- Striking tools must have secure heads and undamaged handles
- Wrenches must fit properly; never use “cheater bars”
- Screwdrivers must not be used as chisels or pry bars
- For expanded content, see hand tool safe work practices.

7. Safe Use of Power Tools

7.1 General Requirements

- Only trained and authorized workers may operate power tools
- Ensure guards are in place and functional
- Disconnect power before changing blades, bits, or attachments
- Maintain firm footing and stable body positioning
- Keep cords and hoses clear of cutting paths and pinch points

7.2 Electrical Tools

- Use GFCI protection on all 120V tools
- Inspect cords for cuts, exposed wires, or crushed insulation
- Never carry tools by the cord
- Keep tools dry and avoid wet environments unless rated for such use

7.3 Pneumatic Tools

- Use whip checks on air hoses
- Ensure fittings are secure and rated for pressure
- Shut off air supply before disconnecting tools
- Wear hearing protection when required

7.4 Powder-Actuated Tools

- Only certified workers may operate
- Treat as a firearm—never point at yourself or others
- Use only manufacturer-approved fasteners and loads
- Inspect tool before each use
- Store in a locked container when not in use

7.5 Gas-Powered Tools

- Refuel only when engine is off and cool
- Use in well-ventilated areas to prevent CO exposure
- Inspect fuel lines and tanks for leaks
- For deeper detail, expand power tool safe work procedures.

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8. Personal Protective Equipment (PPE)

- Minimum PPE for tool use includes:
- Safety glasses with side shields
- Gloves appropriate to the task
- Hearing protection where required
- Face shields for grinding or cutting
- Respiratory protection when generating dust or fumes
- Protective footwear
- Supervisors may require additional PPE based on task-specific hazards.

9. Housekeeping Requirements

- To prevent slips, trips, and falls:
- Keep work areas clean and free of debris
- Coil and secure cords and hoses
- Remove scrap materials promptly
- Maintain clear access and egress routes
- This aligns with your broader housekeeping program.

10. Training & Competency

Workers must receive training that covers:

- Tool selection and limitations
- Pre-use inspection
- Safe operation and body positioning
- Hazard identification
- PPE requirements
- Emergency procedures
- Manufacturer instructions

Competency must be verified through:

- Demonstrated practical skills
- Supervisor evaluation
- Periodic refresher training
- You can expand this into a full tool safety training program.

11. Storage, Transport & Maintenance

- Store tools in designated areas, racks, or cabinets
- Transport tools in toolboxes or secured containers
- Maintain tools according to manufacturer specifications
- Keep maintenance records for powered tools

12. Incident Reporting

Any incident, near miss, or equipment failure involving tools must be reported immediately and investigated according to the Tri-Energy Incident Reporting & Investigation Procedure.

13. Program Review

This program will be reviewed:

- Annually
- After any incident involving tools
- When new tools or technologies are introduced
- When regulatory requirements change

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ELECTRICAL POWER TOOLS AND CORDS

1. Purpose
To ensure safe use, inspection, and handling of electrical power tools and cords to prevent electrical shock, fire, equipment damage, and personal injury.

2. Job Sequence
2.1 Pre-Use Inspection
- Inspect all tools, power cords, plugs, and electrical fittings before each use.
- Remove from service any tool or cord showing:
  - Cuts, exposed wires, cracked insulation
  - Damaged plugs or missing prongs
  - Loose connections
  - Burn marks or overheating
- Repair or replace damaged equipment before use.
- Ensure tools are switched OFF before connecting to a power source.
- Disconnect the power supply before making adjustments, changing bits, or performing maintenance.

2.2 Electrical Safety Requirements
Ensure tools are either:
  - Properly grounded, or
  - Double-insulated
- Grounded tools must have a 3-wire cord and 3-prong plug.
- Do not remove or modify the grounding prong.
- Test tools and cords for effective grounding using a continuity tester before use.
- Replace open-front plugs with dead-front plugs, which reduce shock hazards.
- Never bypass the tool's ON/OFF switch by plugging/unplugging the cord to control power.
- Do not use extension cords as permanent wiring.

Keep cords away from:
- Heat sources
- Water
- Oil
- Sharp edges

Use only CSA-approved tools and cords.

2.3 Safe Operation
- Maintain good housekeeping to prevent tripping hazards from cords.
- Route cords to avoid pinch points, vehicle traffic, or overhead hazards.
- Use GFCI protection when working outdoors or in wet/damp environments.
- Disconnect tools by pulling the plug, not the cord.
- Store tools and cords properly after use.

3. Potential Hazards
- Electrical shock or electrocution
- Arc flash or short circuit
- Fire hazards
- Tripping hazards from cords
- Burns from overheated equipment
- Equipment failure due to improper grounding

4. Required Personal Protective Equipment
- Safety glasses
- Hearing protection (as required)
- Flame-resistant clothing with high-visibility striping
- Hard hat
- CSA-approved safety footwear
- Work gloves
- Fall protection (when required by task or OH&S)
- Any additional PPE required by site or client

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ELECTRICAL SYSTEMS LOCKOUT - SAFE WORK PROCEDURE

1. Purpose
To ensure all electrical systems are safely isolated, locked out, and verified de-energized before any inspection, maintenance, repair, or servicing work is performed. This procedure prevents electrical shock, arc flash, equipment damage, and unintended startup.

2. Scope
- This procedure applies to all workers performing tasks on or near electrical equipment, including:
- MCCs
- Distribution panels
- Disconnect switches
- Motors and motor control circuits
- Hard-wired equipment
- Temporary power systems

3. Responsibilities
Workers
- Follow all lockout procedures and verify zero energy before starting work.
- Use only assigned locks and tags.
- Report damaged equipment or unsafe conditions.
- Supervisors
- Ensure workers are trained and competent in lockout procedures.
- Verify lockout is applied correctly before authorizing work.
- Electricians/Qualified Persons
- Perform electrical isolation when required.
- Test for absence of voltage using approved meters.

4. Job Sequence – Electrical Lockout Procedure
4.1 Preparation
- Identify all energy sources feeding the equipment (primary and secondary).
- Review electrical drawings or equipment manuals if required.
- Notify affected workers and supervisors that lockout will be performed.
- Ensure appropriate PPE is worn based on arc flash category.

4.2 Shutdown
- Switch off the equipment using the STOP or OFF control.
- Allow equipment to come to a complete stop.

4.3 Isolation
Switch off all appropriate electrical isolation devices, including:
- MCC buckets
- Distribution panels
- Disconnect switches
- Breakers

Ensure all isolating devices are placed in the OFF or OPEN position.

4.4 Lockout & Tagout
Apply personal locks to each isolation point.
Apply danger tags indicating:
- Worker name
- Date
- Reason for lockout

Use group lock boxes when multiple workers or trades are involved.
Ensure no one can energize the system without removing all locks.

4.5 Verification of Zero Energy
This is the most critical step.
- Attempt to start the equipment using the STOP/START switch to confirm it cannot operate.
- Test electrical circuits using a properly rated voltage tester.

Follow the test–verify–test method:
1. Test the meter on a known live source
2. Test the isolated equipment
3. Re-test the meter on a known live source
4. Confirm all stored energy (capacitors, VFDs, etc.) has been discharged.
5. **No work may begin until zero energy is confirmed.**

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4.6 Performing the Work

- Maintain control of keys and locks at all times.
- Do not bypass or remove another worker's lock.
- Maintain good housekeeping around the work area.

4.7 Restoring Equipment to Service

- Inspect the work area and remove tools, debris, and personnel.
- Ensure guards, covers, and panels are reinstalled.
- Remove personal locks and tags only by the worker who applied them.
- Destroy used tags.
- Notify affected personnel that equipment is being re-energized.
- Re-energize equipment following manufacturer and site procedures.

5. Potential Hazards

- Electrical shock or electrocution
- Arc flash or arc blast
- Short circuits
- Electrical fires or explosions
- Burns from energized components
- Slips, trips, and falls around equipment
- Dropped tools or objects
- Worker inexperience or improper lockout
- Equipment damage due to improper isolation

6. Required Personal Protective Equipment

- Safety glasses
- Hearing protection (as required)
- Flame-resistant clothing (arc-rated where applicable)
- Hard hat
- CSA-approved safety footwear
- Electrical-rated gloves (as required)
- High-visibility apparel
- Fall protection (when required by OH&S)
- Any additional PPE required by site or client

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EQUIPMENT ACTIVITY NEAR OVERHEAD POWER LINES - SAFE WORK PRACTICE

Purpose
To prevent electrical contact incidents, equipment damage, and worker injury when operating or positioning equipment near energized overhead or underground power lines.

Scope
Applies to all Tri-Energy Services Ltd. workers, contractors, and visitors involved in equipment operation, load handling, or work activities within proximity to overhead or buried electrical utilities.

Regulatory References
- **Alberta OHS Code:** Part 17 (Overhead Power Lines and Electrical Utilities), Part 19 (Powered Mobile Equipment)
- **British Columbia OHS Regulation**: Part 19 (Electrical Safety), Part 16 (Mobile Equipment)
- **Saskatchewan OHS Regulations:** Part 4 (Electrical Hazards), Part 19 (Powered Mobile Equipment)
- Utility owner safe limits of approach (ATCO, Fortis, BC Hydro, SaskPower)

1. JOB SEQUENCE
1. Put on required PPE.
2. Survey the work area and identify all hazards, including overhead and underground utilities, terrain, weather, and equipment limitations.
3. Locate and confirm the position of all power lines—above ground and below ground—using utility maps, one-call locates, and visual inspection.
4. Establish Safe Limits of Approach (SLA) based on voltage and jurisdictional requirements.
5. Set up a clearly marked safe work perimeter using barricades, cones, fencing, and warning signage to control access.
6. Assign a trained spotter/signaler whose sole duty is to monitor equipment movement and warn the operator if approaching SLA.
7. Maintain equipment and personnel within the safe work perimeter at all times.
8. Use only designated travel paths that avoid overhead hazards when moving equipment.
9. Stop work immediately if conditions change (wind, visibility, ground stability, line sag, equipment malfunction).
10. Report any contact, near miss, or SLA breach to supervision and follow emergency procedures.

2. POTENTIAL HAZARDS
Obstacles and Obstructions
Uneven terrain, debris, stored materials, or unmarked ground hazards can interfere with equipment movement. These obstacles can cause sudden stops, tipping, or forced deviations in travel paths that push equipment closer to overhead lines than intended.

Equipment Roll-Over
Soft ground, slopes, unstable fill, or sudden steering corrections can cause mobile equipment to roll. A rollover near power lines significantly increases the chance of boom, mast, or frame contact with energized conductors.

Crushing / Pinching Incidents
Workers positioned between equipment and fixed objects (poles, barriers, trucks) may be crushed if the operator makes unexpected movements to avoid overhead lines. Booms, outriggers, and attachments also create pinch points during setup or repositioning.

Slips, Trips, and Falls
Poor visibility, cluttered work areas, uneven ground, or weather conditions can cause workers to slip or fall. A fall near energized equipment or within the safe limits of approach can result in accidental contact or loss of control of tools and loads.

Dropped Objects
Loads suspended from cranes, telehandlers, or buckets may fall if the operator makes sudden adjustments to avoid overhead lines. Dropped objects can strike workers below or damage equipment, creating secondary hazards such as fuel leaks or electrical contact.

Electrical Shock
Direct contact between equipment and energized lines can energize the entire machine. Operators inside the cab and workers on the ground are at risk of shock through touch potential, step potential, or indirect contact with conductive attachments.

Short Circuit
If equipment bridges two energized lines or an energized line and ground, a short circuit can occur. This can cause violent electrical discharge, equipment damage, and immediate ignition of surrounding materials.

Electrical Arcing / Flashover
Electricity can arc without direct contact when equipment enters the minimum approach distance. High voltage can jump through air, especially during humid, dusty, or rainy conditions. Arcing can cause severe burns, explosions, and equipment fires.

Collision with Power Poles or Guy Wires
Equipment movement may strike poles, anchors, or guy wires, causing structural instability. A damaged pole can drop or sag lines, dramatically reducing clearance and creating an immediate high-risk environment.

Electrical Fire or Explosion
Contact with energized lines can ignite hydraulic fluid, fuel, tires, or vegetation. Electrical faults can also cause explosions at the point of contact, sending molten metal or debris toward workers.

Burns (Thermal or Electrical)
Electrical contact or arcing can cause severe burns to skin and internal tissues. Thermal burns may also occur from ignited materials, hot equipment surfaces, or molten metal produced during an arc flash.

Equipment Damage
Electrical contact can destroy hydraulic systems, electronics, tires, and structural components. Damaged equipment may fail unexpectedly, collapse, or lose control, creating additional hazards for workers nearby.

Mechanical Breakdown
Unexpected equipment failure (hydraulic leaks, brake failure, steering malfunction) can cause uncontrolled movement. If this occurs near overhead lines, the operator may be unable to maintain safe limits of approach.

Line Sag or Movement
Temperature changes, wind, or load changes on the grid can cause lines to sag or sway. Reduced clearance may bring energized conductors closer to equipment than originally assessed.

Unexpected Equipment Movement Due to Wind or Load Shift
Booms, suspended loads, or long attachments can drift in windy conditions. Even minor drift can breach safe approach distances, especially with cranes or aerial lifts.

3. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Safety glasses (as required by task)
- Hearing protection (as required by task or noise levels)
- Flame-resistant clothing (minimum CAT 2 where electrical hazards exist)
- Hard hat (Class E recommended near electrical hazards)
- CSA-approved safety footwear
- Safety gloves appropriate to task
- High-visibility apparel (Class 2 or 3 depending on site requirements)

4. SAFE WORK REQUIREMENTS

4.1 Safe Limits of Approach (SLA)

- Follow utility-specific SLA charts for voltage.
- If SLA cannot be maintained, contact the utility owner to de-energize, insulate, or relocate lines.
- Never rely on line coverings as the sole protective measure.

4.2 Spotter/Signaler Requirements

- Must maintain unobstructed visual contact with both the operator and the hazard.
- Must use standardized hand signals or radio communication.
- Must stop work immediately if SLA is at risk.

4.3 Equipment Operation

- Operate at slow, controlled speeds near overhead lines.
- Avoid raising booms, buckets, or masts unless the path is confirmed clear.
- Never operate equipment during high winds that could cause drift into SLA.
- Do not leave equipment unattended with booms or attachments raised.

4.4 Emergency Response

If equipment contacts a power line:

- Operator must remain inside the equipment unless fire forces evacuation.
- Warn others to stay back 10 metres minimum.
- Contact utility provider and emergency services.
- If evacuation is required, use the “hop and shuffle” technique to avoid step potential.

5. RESPONSIBILITIES

Supervisors / Managers

- Ensure workers are trained in electrical hazard awareness.
- Verify SLA requirements and utility locates.
- Conduct hazard assessments and worksite inspections.
- Ensure spotters are competent and assigned when required.
- Ensure barricades and signage are installed and maintained.

Workers / Operators

- Follow established SLA and safe work perimeter.
- Maintain situational awareness of overhead hazards.
- Immediately report unsafe conditions or SLA breaches.
- Follow spotter instructions and stop work when directed.
- Inspect equipment before use and report defects.

GAS & ATMOSPHERE TESTING SAFE WORK PRACTICE

Purpose
To ensure workers can safely identify, assess, and respond to hazardous atmospheric conditions including toxic gases, flammable gases, and oxygen-deficient or oxygen-enriched environments.

Scope
This practice applies to all Tri-Energy Services Ltd. workers performing atmospheric testing in open areas, enclosed spaces, confined spaces, or any location where hazardous gases may be present.

Regulatory References
- Alberta OHS Code: Part 5 (Confined Spaces), Part 2 (Hazard Assessment), Part 18 (PPE)
- BC OHS Regulation: Part 9 (Confined Spaces), Part 4 (Chemical & Biological Substances)
- Saskatchewan OHS Regulations: Part 12 (Harassment & Violence), Part 7 (Confined Spaces)
- Manufacturer specifications for gas detection equipment

1. JOB SEQUENCE

1. Establish a communication system with all workers involved, including a clear method to stop work, shut down equipment, and evacuate in the event of an alarm or unsafe condition.
2. Eliminate all ignition sources in the testing area, including running engines, open flames, non-intrinsically safe electronics, and static-producing activities.
3. Wear appropriate respiratory protective equipment when testing any unknown atmosphere or when toxic/flammable gases may be present.
4. Visually check the monitor display, especially in high-noise environments where audible alarms may not be heard.
5. Verify calibration status by checking the calibration decal for last calibration date and next due date.
    - Inspect the monitor for damage.
    - Ensure the inlet and sensor head are clean and unobstructed.
6. Confirm the monitor has been bump tested according to manufacturer requirements.
7. In a clean air environment, turn on the monitor to:
    - Check battery level
    - Confirm sensors are functioning
    - Ensure calibration is valid
8. Approach the testing area from downwind to avoid walking into a hazardous plume.
    - Observe for indicators such as flashing warning lights, unusual odors, vapor clouds, or signs of a leak.
9. Do not enter the area unless the atmosphere is confirmed safe.
10. Hold the monitor in front of you and slowly proceed into the area, continuously moving the monitor to test multiple levels:
    - Above head height
    - At breathing zone (waist)
    - At ground level
    - In low-lying or enclosed pockets where gases may accumulate
11. Check for leaks of combustible or toxic gases from:
    - Flanges
    - Valves
    - Vents and vent points
    - Drains
    - Concealed spaces
    - Waste containers
    - Pools of water
    - Open pipes or equipment
12. Stop work immediately if the monitor alarms, readings trend upward, or conditions change.
13. Report all abnormal readings to supervision and follow emergency response procedures.

2. POTENTIAL HAZARDS
Presence of Hazardous Gases (H_2S, CO, SO_2, Hydrocarbons, Toxic Vapors)
Atmospheric testing areas may contain toxic gases released from process equipment, stagnant water, drains, waste containers, or concealed spaces.

- H_2S can cause rapid unconsciousness and respiratory paralysis at high concentrations.
- CO binds to hemoglobin, preventing oxygen transport and causing delayed collapse.
- SO_2 irritates airways and can cause pulmonary edema.
- Hydrocarbon vapors can cause dizziness, narcosis, or sudden collapse.

These gases may be odorless, may accumulate in low-lying areas, and can shift with wind or process changes, making them unpredictable. Ignition sources in the testing area.

Flammable Atmospheres Capable of Ignition or Explosion
Combustible gases or vapors may accumulate near equipment, in pits, around drains, or in enclosed spaces.
When concentrations reach the Lower Explosive Limit (LEL), even a small spark can ignite the atmosphere.
Ignition can occur from:

- Static discharge
- Non-intrinsically safe electronics
- Hot surfaces
- Running engines
- Friction or impact
- A flammable atmosphere may not be visible, and readings can change rapidly as vapors move or stratify.

Oxygen-Deficient or Oxygen-Enriched Environments
Atmospheres with less than 19.5% oxygen can cause impaired judgment, dizziness, unconsciousness, and death within minutes.
Oxygen deficiency may result from:

- Displacement by heavier gases (CO_2, N_2, hydrocarbons)
- Rusting, corrosion, or chemical reactions consuming oxygen
- Poor ventilation in enclosed or low-lying areas
- Oxygen-enriched atmospheres (>23%) dramatically increase fire risk, causing materials to ignite more easily and burn more intensely.

Improper Use of Respiratory Protective Equipment
Incorrect respirator selection, poor fit, damaged cartridges, or improper donning can expose workers to toxic gases.
Common failure modes include:

- Workers removing respirators due to discomfort or communication issues
- Using APRs where SCBA is required
- Wearing respirators with saturated or expired filters
- Not performing seal checks
- Improper use can result in immediate exposure to lethal atmospheres.

Inexperience or Insufficient Training Leading to Misinterpretation of Readings
Workers unfamiliar with gas detection principles may:

- Misread gas monitor values
- Ignore trending increases
- Fail to recognize alarm conditions
- Not understand sensor limitations (e.g., H_2S sensor poisoning)
- Test only at one height, missing stratified gases
- Inexperience can lead to entering hazardous atmospheres under the false assumption that conditions are safe.

Monitor Malfunction, Expired Sensors, or Incorrect Calibration
Gas monitors can fail silently if not properly maintained.
Hazards include:

- Expired or poisoned sensors giving false zero readings
- Low battery causing shutdown during testing
- Blocked inlets preventing gas from reaching sensors
- Incorrect calibration leading to inaccurate readings
- Failure to bump test, allowing non-responsive sensors to go unnoticed
- A malfunctioning monitor provides a false sense of safety.

Environmental Factors Affecting Readings (Wind, Humidity, Temperature, Dust)
Environmental conditions can distort or delay gas readings:

- Wind can disperse gases or push them toward the worker unexpectedly
- Humidity can saturate sensors or slow response time
- Cold temperatures can reduce sensor performance
- Dust or aerosols can block inlets or interfere with infrared sensors
- Thermal layering can cause gases to stratify at different heights
- These factors can cause workers to misjudge actual atmospheric conditions.

Ignition Sources in the Testing Area
Flammable atmospheres can be ignited by:

- Running engines
- Hot work or grinding
- Electrical equipment not rated for hazardous locations
- Static discharge from clothing or tools
- Cell phones or radios not intrinsically safe
- Even minor ignition sources can trigger explosions when LEL levels are present.

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Unexpected Gas Releases from Valves, Drains, or Equipment
Gas can be suddenly released when:
- Opening valves or drains
- Disturbing stagnant water or sludge
- Venting equipment
- Working near leaking flanges, seals, or fittings
- Purging or depressurizing systems
- These releases can overwhelm sensors or create hazardous pockets faster than workers can react.

Confined or Poorly Ventilated Spaces Allowing Gas Accumulation
Areas such as pits, trenches, culverts, sumps, or enclosed rooms can trap gases.
Poor ventilation allows toxic or flammable gases to accumulate to dangerous levels.
Even if initial readings are safe, conditions can deteriorate rapidly due to:
- Process changes
- Wind shifts
- Equipment startup
- Temperature changes causing gas movement

False Sense of Security After a Single Test
Atmospheric conditions are dynamic.
Workers may assume an area is safe after one reading, failing to recognize:
- Gas layering
- Intermittent leaks
- Wind-driven gas movement
- Sensor lag
- Changes caused by equipment operation
- This can lead to entering hazardous atmospheres without continuous monitoring.

Slips, Trips, and Falls While Focusing on the Monitor
Testing requires attention to the monitor, which can distract workers from:
- Uneven ground
- Piping and hoses
- Ice, mud, or water
- Equipment obstacles
- A fall can result in injury or accidental entry into a hazardous area.

Communication Failures Preventing Timely Evacuation
Inadequate communication systems can prevent workers from receiving alarms or evacuation instructions.

Hazards include:
- High noise masking audible alarms
- Radio dead zones
- Miscommunication between spotters and testers
- Lack of clear emergency signals
- Communication failures can delay evacuation during dangerous atmospheric changes.

3. PERSONAL PROTECTIVE EQUIPMENT (PPE)
- Hard hat
- CSA-approved steel-toe boots
- Safety glasses
- Hearing protection (as required)
- Gloves suitable for the task
- Flame-resistant clothing (minimum CAT 2)
- High-visibility vest or apparel
- Respiratory protective equipment appropriate to the hazard (SCBA, air-purifying respirator, supplied air)

4. SAFE WORK REQUIREMENTS

4.1 Gas Monitor Requirements
- Must be calibrated according to manufacturer specifications
- Must be bump tested before each use
- Must be intrinsically safe and rated for the environment
- Must be used continuously while in the testing area
- Must be inspected before use for damage or contamination

4.2 Testing Technique
- Test at multiple heights to detect gas stratification
- Move slowly and deliberately
- Maintain monitor in the breathing zone
- Avoid blocking the sensor inlet
- Do not rely on a single reading—atmospheres can change rapidly

4.3 Emergency Response
If the monitor alarms:

- Stop work immediately
- Evacuate upwind
- Notify supervision
- Do not re-enter until the area is declared safe by a competent person

5. RESPONSIBILITIES
Supervisors / Managers

- Ensure workers are trained and competent in gas detection
- Verify monitors are maintained, calibrated, and available
- Ensure respiratory equipment is fit-tested and appropriate
- Conduct hazard assessments and ensure controls are in place
- Stop work if unsafe conditions exist

Workers

- Follow this Safe Work Practice
- Use monitors correctly and continuously
- Wear required PPE and respiratory protection
- Report abnormal readings or unsafe conditions
- Do not enter hazardous atmospheres without authorization and proper equipment

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HEAVY EQUIPMENT START-UP / SHUT-DOWN SAFE WORK PRACTICE

Purpose

To ensure heavy equipment is started, operated, and shut down safely to prevent injury, equipment damage, and unplanned releases.

Scope

Applies to all Tri-Energy workers and contractors operating or assisting with heavy equipment including loaders, excavators, graders, dozers, skid steers, and similar machinery.

Regulatory References

- Alberta OHS Code: Part 19 (Powered Mobile Equipment)
- BC OHS Regulation: Part 16 (Mobile Equipment)
- Saskatchewan OHS Regulations: Part 19 (Powered Mobile Equipment)
- Manufacturer operating manuals

1. JOB SEQUENCE — START-UP

1. Conduct a full walk-around inspection

- Look for worn, damaged, loose, or missing components.
- Check for leaks (fuel, hydraulic, coolant, oil).
- Inspect tires/tracks, lights, mirrors, attachments, and safety devices.

2. Open hood/engine cover and check all fluid levels

- Engine oil
- Coolant
- Hydraulic fluid
- Fuel level
- Washer fluid (if applicable)

3. Enter the cab using 3-point contact

- Ensure steps and handholds are clean and free of ice, mud, or debris.

4. Insert key and start equipment

- Confirm all warning lights cycle properly.
- Listen for abnormal noises or vibrations.

5. Allow equipment to warm up

- Let hydraulic systems pressurize.
- Allow engine to reach operating temperature before moving or loading.

2. JOB SEQUENCE — SHUT-DOWN

1. **Move equipment to a safe location**: Away from traffic, overhead hazards, and unstable ground.
2. **Place machine in neutral and engage parking brake**
3. **Lower all attachments to the ground:** Front bucket, Rear stabilizers, Booms, arms, or other implements
4. **Secure attachments**: Engage locking pins or safety catches as required.
5. **Turn off equipment and remove key**
6. **Conduct a post-operation inspection**: Walk around equipment again. Check for leaks, new damage, loose components, or overheating. Report defects immediately.

3. POTENTIAL ACCIDENTS OR HAZARDS

Inexperienced or Untrained Operator

Operators lacking proper training may:

- Misjudge equipment capabilities or limits
- Fail to recognize mechanical defects during inspection
- Operate controls abruptly, causing unintended movement
- Misinterpret warning indicators or alarms
- Fail to follow proper warm-up or shut-down procedures
- This increases the risk of rollovers, collisions, struck-by incidents, and equipment damage.
-

Unexpected Equipment Movement

If controls are bumped, hydraulics are not warmed, or the parking brake is not engaged, equipment may move unexpectedly. This can result in:

- Crushing workers between equipment and fixed objects
- Striking vehicles, structures, or utilities
- Running over tools, hoses, or materials

Mechanical Failure During Start-Up
Worn or damaged components can fail when the machine is started or hydraulics are pressurized.
Examples include:

- Burst hydraulic hoses
- Brake failure
- Steering malfunction
- Attachment detachment
- These failures can cause sudden loss of control.

Slips, Trips, and Falls While Mounting/Dismounting

- Operators may slip on muddy, icy, or oily steps.
- Falls from equipment can cause sprains, fractures, or head injuries.

Exposure to Hazardous Fluids or Hot Components
Opening engine compartments exposes workers to:

- Hot surfaces
- Pressurized fluids
- Steam or coolant spray
- Fuel vapors
- Contact can cause burns, chemical exposure, or eye injuries.

Poor Visibility During Start-Up or Movement

- Blind spots around heavy equipment can hide workers, vehicles, or obstacles.
- Starting equipment without a full 360° check can result in struck-by incidents.

Failure to Lower Attachments During Shut-Down

- Raised buckets, booms, or stabilizers can:
- Drift or drop due to hydraulic bleed-off
- Create struck-by hazards
- Cause equipment instability
- Violate client site rules

Parking on Unstable or Sloped Ground
Improper parking can lead to:

- Equipment roll-away
- Tip-overs
- Attachment drift
- Ground collapse under weight

Environmental Conditions
Cold weather, mud, snow, or poor lighting can affect:

- Traction
- Visibility
- Hydraulic performance
- Operator footing
- These conditions increase the risk of incidents during both start-up and shut-down.

4. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Hard hat
- CSA-approved steel-toe boots
- High-visibility vest or apparel
- Safety glasses (recommended)
- Gloves (recommended depending on task)

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HOT WORK SAFE WORK PRACTICE

Purpose
To prevent fires, explosions, property damage, and worker injury during any work that produces heat, sparks, or open flame.

Scope
Applies to all Tri-Energy Services Ltd. workers performing welding, cutting, grinding, soldering, brazing, torching, or any activity classified as hot work.

Regulatory References
- **Alberta OHS Code:** Part 10 (Fire and Explosion Hazards)
- **BC OHS Regulation:** Part 5 (Fire Protection)
- **Saskatchewan OHS Regulations:** Part 4 (Fire and Explosion Hazards)
- NFPA 51B Hot Work Standard
- Client-specific hot work requirements

1. JOB SEQUENCE — GENERAL HOT WORK

1. Review the job to ensure all safer alternatives have been considered before choosing hot work.
2. Complete a thorough Hazard Assessment and document all hazards and controls.
3. Obtain a Daily Hot Work Permit
   - Issued by a Tri-Energy manager.
   - A new permit is required at the start of each shift.
4. Verify atmospheric conditions
   - Conduct gas testing if required.
   - Ensure the area is free of flammable vapors or explosive atmospheres.
5. Prepare the work area
   - Sweep floors.
   - Remove combustible materials or cover them with fire-resistant blankets.
   - Remove combustibles on the opposite side of walls, ceilings, or roofs.
6. Establish a safety radius
   - 15 m (50 ft) recommended, or as large as possible based on site layout.
7. Remove flammable liquids, debris, dust, lint, and oily deposits from the area.
8. Seal or cover all openings in floors, walls, and ceilings where sparks could travel.
9. Protect combustible floors
   - Wet down with water,
   - Cover with fire-resistant blankets, or
   - Cover with damp sand.
10. Shut down or isolate equipment that could carry sparks out of the area
    - Air movers
    - Ventilation ducts
    - Mobile equipment
11. Ensure a fire extinguisher (minimum 20 lbs) is located within 3 m (10 ft) of the hot work area.

2. JOB SEQUENCE — HOT WORK IN CONFINED SPACES / ENCLOSED AREAS
1. Remove all combustible materials from the enclosed area.
2. Purge confined spaces of flammable liquids and vapors.
3. Provide ventilation where required to maintain safe atmospheric conditions.
4. Do NOT bring pressurized vessels (propane cylinders, oxy/acetylene tanks) into confined spaces.
5. Complete atmospheric testing before entry and continuously during work.
6. Ensure all workers are trained and competent in confined space hot work procedures.

3. POTENTIAL ISSUES
Some sites may require:
- Temporary shutdown of smoke detectors, fire alarms, or suppression systems.
- Notification of local authorities or facility fire watch personnel.
- Hourly building inspections documented in a log.
- Hot work must not proceed if fire protection systems are offline for any reason other than the planned hot work process.

4. POTENTIAL HAZARDS

Sparks, Fires, and Explosions
Hot work produces sparks, molten metal, and high heat capable of igniting combustibles.
Hazards include:

- Sparks traveling long distances through cracks, vents, or openings
- Ignition of hidden combustibles behind walls or insulation
- Molten slag falling into lower levels or concealed spaces
- Explosive ignition of flammable vapors or dust
- Even small sparks can ignite materials hours after work is completed.

Fire Hazard from Poor Housekeeping or Inadequate Preparation
Combustible materials such as cardboard, rags, wood, insulation, or dust can ignite easily.
Failure to remove or cover combustibles increases the risk of:

- Smoldering fires
- Delayed ignition
- Rapid flame spread
- Structural fire damage

Poor Ventilation Leading to Toxic Fumes or Flammable Atmospheres
Hot work can generate hazardous fumes, including:

- Metal fumes (zinc, lead, chromium)
- Welding gases (ozone, nitrogen oxides)
- Combustion byproducts
- In confined or poorly ventilated areas, these can accumulate to toxic or explosive levels.

Inexperience or Lack of Competency
Untrained workers may:

- Fail to recognize fire hazards
- Misuse equipment
- Overheat materials
- Ignore permit requirements
- Fail to maintain a fire watch
- Inexperience increases the likelihood of fires, injuries, and equipment damage.

Miscommunication Between Workers
Hot work often involves multiple workers, spotters, and fire watch personnel.
Miscommunication can lead to:

- Work starting before the area is safe
- Failure to evacuate during alarms
- Sparks directed toward unprotected workers
- Confusion about who is responsible for fire watch
- Clear communication is critical to prevent incidents.

Ignition of Flammable Liquids, Vapors, or Dust
Flammable atmospheres may be present due to:

- Leaking process equipment
- Residual vapors in tanks or piping
- Dust accumulation
- Poorly cleaned work areas
- Hot work can ignite these materials instantly, causing flash fires or explosions.

Equipment Failure or Improper Use
Faulty or improperly maintained equipment can cause:

- Gas leaks from hoses or regulators
- Flashbacks in oxy-fuel systems
- Electrical shorts in welding machines
- Overheating of grinders or torches
- Equipment failure can lead to fires, burns, or explosions.

Heat Stress or Burns
Workers may be exposed to:

- Radiant heat
- Hot surfaces
- Molten metal
- Sparks

Hidden Fire Spread
Sparks can travel into:

- Wall cavities
- Ceiling spaces
- Under flooring
- Behind insulation
- These fires may smolder undetected and ignite hours later.

5. PERSONAL PROTECTIVE EQUIPMENT (PPE)

- Safety glasses (as required)
- Hearing protection (as required)
- Flame-resistant clothing
- Hard hat
- CSA-approved safety footwear
- Safety gloves
- Respiratory protection (as required by hazard assessment)
- Any additional site/client/task-specific PPE

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LOADING AND UNLOADING EQUIPMENT

Job Sequence - Unloading

1. Secure work zone with signs, cones, barricades.
2. Refer to heavy equipment start procedure.
3. Make sure the parking brake is on in the on position, and the loading ramps are down.
4. Remove tie down chains and boomers.
5. Use a spotter when unloading to watch for traffic or pedestrians.
6. Idle the machine down the ramps keeping it as straight as possible.
7. Remember to keep implements/attachments as low as possible.
8. After unloading the equipment park in a secure location lowering all attachments to the ground before shutting down.

Job Sequence - Loading

1. Secure work zone with signs, cones, barricades.
2. Park truck on level ground, away from overhead power lines.
3. Make sure the parking brake is on in the on position, and the loading ramps are down.
4. Utilizing a spotter, slowly back equipment onto the loading ramp and on the truck bed, keeping as straight as possible.
5. Lower all implements/attachments to resting on the bed if possible.
6. Properly secure equipment.
7. Note the new height of the load to consider passing under overhead power lines.

Potential Accidents or Hazards

- Pinch Points
- Slips, Trips and Falls
- Ensure operator is adequately qualified to perform job task

PPE Required

- Hard Hat
- CSA Approved boots
- Safety vest

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MANUAL LIFTING SAFE WORK PRACTICE

1. Purpose
To ensure workers use safe lifting techniques to prevent strains, sprains, and musculoskeletal injuries associated with manual material handling.

2. Key Principles
- Workers must follow these three foundational lifting guidelines:
- Lift with your legs – your legs generate the power, not your back.
- Maintain your natural spinal curves – keep a neutral spine throughout the lift.
- Do not twist – pivot with your feet to change direction; allow your torso to follow naturally.

3. Maximum Allowable Manual Lift
The maximum load a worker may lift alone is 50 lbs (22.7 kg).
Any load over 50 lbs, awkward in shape, unstable, or difficult to grasp requires:
- Team lifting, or
- Mechanical assistance (dolly, cart, hoist, forklift, etc.)
- Supervisors must ensure workers do not exceed this limit.

4. Job Sequence – Safe Lifting Steps
4.1 Assess the Load
- Estimate the weight — if it appears to exceed 50 lbs, do not lift it alone.
- Evaluate the size, shape, and stability of the object.
- Ensure the travel path is clear of obstacles, debris, or slip hazards.
- Identify pinch points or sharp edges.

4.2 Position Yourself
- Stand close to the object with feet shoulder-width apart.
- One foot may be placed slightly behind the object for balance.
- Keep the load centered between your knees and shoulders.

4.3 Prepare to Lift
- Squat by bending your hips and knees while maintaining your natural spinal curves.
- Keep your chest up and your back straight.
- Grip the object securely with both hands.

4.4 Perform the Lift
- Lift slowly and smoothly — avoid jerking or twisting.
- Use your legs to rise, keeping the load close to your body.
- Maintain a neutral spine throughout the lift.

4.5 Carrying the Load
- Keep the load close to your torso to reduce strain.
- Do not twist your upper body.
- To change direction, pivot with your feet and allow your torso to follow naturally.

4.6 Setting the Load Down
- Bend at the hips and knees while maintaining your curves.
- Lower the load slowly and under control.
- Ensure hands and fingers are clear before releasing the load.

5. Potential Hazards
- Improper bending or twisting
- Back strains or sprains
- Overexertion
- Dropped loads
- Musculoskeletal injuries (shoulders, elbows, wrists, knees)
- Slips, trips, or falls while carrying a load

6. Required Personal Protective Equipment
- Task-specific PPE as required by the work area
- CSA-approved safety footwear
- Work gloves suitable for grip and material handling (if required)
- Any additional PPE required by site or client

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Remember these three simple guidelines while lifting:

- Lift with your legs.
- Maintain your curves.
- Do not twist – when lifting and carrying, move your feet in the direction you are moving without twisting. Your torso will follow naturally.

Job Sequence

1. Stand close to the object with your feet about shoulder-width apart.
2. Squat down, maintaining your curves.
3. Grip the object securely.
4. Lift slowly (without jerking) using your legs and maintain your curves.
5. Once you are standing, do not twist when you change directions. Move your feet in the direction you want to go, and your body will naturally follow with less twisting of your torso.

Potential Hazards

- Improper bending.
- Back strains.
- Too heavy load.
- Musculoskeletal injury.

PPE Required

- Task/work area-specific PPE.

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REFUELLING - TRUCKS AND MOBILE EQUIPMENT

1. Purpose

To ensure refuelling of trucks and mobile equipment is performed safely to prevent fire, explosion, environmental contamination, and personal injury.

2. Job Sequence

Safe Refuelling Steps

2.1 Positioning the Vehicle

- Park the vehicle parallel to the fuel pump.
- Position the fuel tank directly opposite the pump for safe hose access.
- Apply maxi brakes and ensure the vehicle is fully secured.
- Shut off the engine before refuelling (mandatory for gasoline engines; recommended for all equipment).

2.2 Preparing to Fuel

- Follow all instructions displayed on the card lock system or pump terminal.
- Ensure the pump meter is reset to zero before dispensing fuel.
- Confirm you are using the correct fuel type for the equipment.

2.3 Fuel Dispensing

- Insert the nozzle fully into the fuel tank opening.
- Start the pump and depress the nozzle lever to begin fueling.
- Do not overfill the tank. Stop fueling when the automatic shutoff activates.
- Do not use any device to hold the nozzle open.
- Maintain control of the nozzle at all times—never leave it unattended.

2.4 Completing the Fueling Process

- When fueling is complete, shut off the pump.
- Return the nozzle to its proper mount.
- Ensure the fuel cap is securely tightened.
- Record fuel usage on your time card or obtain a printout from the card lock system.
- Submit fuel records at the end of the day as required.

2.5 Spill Response

- All spills must be contained immediately.
- For small spills: apply oil-dry or similar absorbent material.
- For larger spills: use absorbent pads or spill-kit materials.
- Prevent fuel from entering drains, waterways, or soil.
- Report all spills to the office or supervisor immediately.
- Fuel on hands or exposed skin must be washed off immediately with soap and water.

3. Potential Hazards

- Fire or explosion from fuel vapours
- Static discharge
- Slips and falls from spilled fuel
- Environmental contamination
- Inhalation of fumes
- Skin or eye irritation
- Vehicle movement during fueling
- Improper fuel type used in equipment

4. Required Personal Protective Equipment

- Task-specific PPE as required by the work area
- CSA-approved safety footwear
- High-visibility clothing
- Work gloves (fuel-resistant when required)
- Safety glasses (recommended)

5. Additional Considerations

- Never smoke or use open flames near fueling areas.
- Keep spill kits stocked and accessible at all fueling locations.
- Report malfunctioning pumps or damaged hoses immediately.
- Do not use cell phones while refuelling.
- Ensure adequate lighting when fueling at night or in low-visibility conditions.

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RIGGING AND HOISTING - SAFE WORK PRACTICE

1. Purpose

To ensure all rigging and hoisting activities are performed safely, using proper communication, equipment, and procedures to prevent struck-by incidents, pinch-point injuries, equipment failure, and uncontrolled load movement.

2. Job Sequence – Safe Rigging & Hoisting Steps

2.1 Assign a Designated Signal Person

- A single, clearly identified signal person must be designated before any lift begins.
- The equipment operator must respond only to signals from this person.
- The signal person must not give a movement command until receiving an “all ready” from every rigger involved.

2.2 Rigger Responsibilities

- Each rigger must ensure they are clear of the load and pinch points before giving the “all ready” signal.
- After positioning the sling or choker, release it whenever possible before signaling readiness.
- If the sling must be held in place, keep hands well clear of pinch points and away from frayed wire strands that could catch gloves or skin.

2.3 Slinging and Load Control

- Inspect slings, shackles, hooks, and hardware before use.
- Ensure the center of gravity is identified and the hook is positioned as close as possible above it.
- Expect some degree of load swing or roll—this is normal when the hook is not perfectly centered.
- Anticipate the direction of movement and position yourself away from the swing path.
- Tag lines must be used to control load rotation and swing.

2.4 Worker Positioning

Never place yourself between the load and:

- Equipment
- Structures
- Stacked materials
- Any stationary object
- Stay clear of stacked materials that could be knocked over by a swinging load.
- Never stand under the load, under the boom, or in the load’s travel path.

2.5 Preparing the Landing Area

- Inspect the landing zone before lowering the load.
- Remove unnecessary blocks, debris, or objects that could become projectiles if struck.
- Ensure blocking is stable and properly positioned.

2.6 Lowering and Setting the Load

- Keep feet, hands, and all body parts clear of the load while lowering.
- Lower the load slowly and smoothly.
- If the load shifts or rolls on blocking, the slow movement allows workers time to move clear.

2.7 Identification & Communication

The designated signal person must be easily identifiable using:

- High-visibility vest
- Arm bands
- Other approved identifiers

Use standardized hand signals or radio communication as required.

3. Potential Hazards

- Pinch points
- Improper sling configuration
- Sling not rated for the load
- No designated signal person
- Inaccurate or missing lift plan
- Poor or incomplete pre-inspection of rigging gear
- Shock loading
- Uncontrolled load swing or roll
- Struck-by or crushed-by hazards

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4. Required Personal Protective Equipment

- CSA-approved steel-toe boots
- Safety glasses
- Hard hat
- Coveralls or appropriate workwear
- Work gloves suitable for rigging tasks

5. Additional Considerations

- Never use damaged, frayed, or uncertified rigging equipment.
- Ensure load charts, lift plans, and equipment capacities are understood and followed.
- Maintain clear communication between operator, signal person, and riggers at all times.
- Stop the lift immediately if any worker loses sight of the load or becomes unsure of the situation.

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SCAFFOLDING - SAFE WORK PRACTICE

1. Purpose
To ensure all scaffolding is erected, used, moved, and dismantled safely in accordance with OH&S legislation, manufacturer specifications, and industry best practices. This practice aims to prevent falls, structural failures, struck-by incidents, and electrical hazards.

2. Scope
This Safe Work Practice applies to all workers involved in the erection, inspection, use, modification, and dismantling of supported and rolling scaffolds on Tri-Energy worksites.

3. Responsibilities
Supervisors
Supervisors must ensure scaffolds are erected, altered, and dismantled by competent workers, verify inspections are completed, and ensure fall protection requirements are met. Workers must follow this Safe Work Practice, inspect scaffolds before use, report deficiencies, and use required PPE and fall protection.

4. ASSEMBLY OF SCAFFOLDING

4.1 Pre-Planning
Before assembly begins, the work area must be assessed for ground conditions, overhead powerlines, obstructions, changes in elevation, tie-off requirements, and weather conditions. A competent worker must determine whether engineered design is required.

4.2 Inspection of Components
All scaffold components must be inspected for damage, corrosion, missing pins, warped planks, defective casters, and damaged braces or couplers. Any defective components must be removed from service.

4.3 Foundation and Mud Sills
Appropriate mud sills measuring at least 50 × 250 mm must be used. Mud sills must be continuous under at least two support legs and should extend approximately 600 mm beyond the scaffold feet where possible. Scaffold planks must not be used as mud sills.

4.4 Assembly Procedure
Scaffolds must be assembled by two workers, one on the ground and one on the scaffold. All assembly must follow manufacturer specifications or engineered drawings. End frames are positioned and upper cross braces attached. The structure must be squared, leveled, and plumbed before proceeding. Platform planks must be lifted through the frame, placed securely, and inspected before installation.

4.5 Platform Requirements
Each working level must be fully decked before building higher. Planks must be secured against uplift and installed without gaps exceeding regulatory limits.

4.6 Access and Egress
Ladders or stair towers must be installed as erection progresses. Ladders must extend one metre above the landing, be tied off securely, and be designed for scaffold access. Stair-type ladders must include handrails and proper treads.

4.7 Guardrails and Fall Protection
Guardrails must be installed on all platforms where required by OH&S. Workers must use fall protection when exposed to unguarded edges, working above regulated heights, or during erection and dismantling when guardrails are not yet installed.

4.8 Final Inspection
A competent worker must inspect the scaffold to ensure stability, proper assembly, secure components, safe access, and compliance with OH&S. Scaffolds must be re-inspected daily and after severe weather, impact, modification, or extended periods of non-use.

5. DISMANTLING OF SCAFFOLDING

5.1 Preparation
Before dismantling begins, the scaffold must be assessed to ensure it will remain stable. All tools, materials, and debris must be removed from platforms, and exclusion zones must be established below.

5.2 Dismantling Procedure
The scaffold must be dismantled in reverse order of erection. Each tier must be completed before moving to the one below. Workers must dismantle from fully decked platforms and use fall protection where required. Jammed or rusted components must be removed cautiously to avoid sudden movement or loss of balance. **Components must not be thrown or dropped from height.**

5.3 Post-Dismantling
All components must be inspected after dismantling. Damaged parts must be tagged and removed from service. Moving parts must be lubricated as required.

6. ROLLING SCAFFOLDS

6.1 Assembly
Rolling scaffolds must be assembled according to manufacturer instructions and placed on a level, unobstructed surface. Horizontal and diagonal bracing must be installed. Casters must have functioning brakes and swivel locks, and all casters must be locked before climbing.

6.2 Moving Rolling Scaffolds
Workers must not remain on a rolling scaffold while it is being moved unless they are secured to a structure with fall protection and the move is slow and controlled. At least two workers must move the scaffold manually. Powered equipment must never be used to push or pull a scaffold.

7. Potential Hazards
Potential hazards include falls from elevation, scaffold collapse due to instability or overloading, struck-by incidents from falling tools or materials, electrocution from overhead powerlines, slips and trips, improper access, and failure of damaged components.

8. Required Personal Protective Equipment
Required PPE includes fall protection equipment when applicable, a CSA-approved hard hat, steel-toe boots, work gloves, safety glasses, and high-visibility clothing.

9. Additional Considerations
Scaffolds must never be modified without approval from a competent person. Load ratings must not be exceeded. Access around the scaffold base must remain clear. Platforms must be kept free of ice, snow, mud, and debris. Minimum approach distances from energized powerlines must always be maintained.

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LADDER SET UP - SAFE WORK PRACTICE

1. Purpose
This Safe Work Practice establishes the requirements for the safe inspection, setup, use, and storage of portable ladders to prevent falls, contact with electrical hazards, overreaching, and other ladder-related incidents.

2. Scope
This practice applies to all workers who use portable ladders, including extension ladders, straight ladders, and stepladders, on Tri-Energy worksites.

3. Safe Work Practice Requirements

3.1 Pre-Job Requirements
Before any ladder work begins, workers must obtain all applicable permits and conduct a pre-job safety meeting, hazard assessment, and FLHA. Ladders must only be used when no other safe and recognized means of access or egress is available.

3.2 Fall Protection Requirements
A fall protection system must be used, when practicable, when a worker is using a portable ladder at a height of three metres or more. Fall protection must also be used whenever a worker on a ladder is positioned above ground hazards such as exposed rebar, sharp materials, equipment, or any obstruction that could increase the severity of injury in the event of a fall.

3.3 Ladder Inspection and Approval
All ladders must be inspected prior to use and removed from service immediately if deficiencies are found. Only CSA-approved ladders may be used. Rope or chain ladders must never be used. Wooden ladders must not be painted, as paint can conceal defects. Conductive metal ladders and wire-reinforced wooden ladders must not be used in energized areas or anywhere electrical contact is possible. Non-electrical-conductive ladders must be used whenever there is any possibility of contact with energized electrical equipment or overhead powerlines.

3.4 Ladder Setup Requirements
The surface supporting the ladder must be level, firm, and capable of supporting both the ladder and the worker's weight. Ladders must be positioned at the proper angle, using a ratio of one horizontal unit for every four vertical units. Ladders must be tied off, blocked, or otherwise secured to prevent movement. A ladder must never be placed against an unsafe support, nor erected on boxes, tables, scaffold platforms, aerial work platforms, or vehicles. Portable ladders must extend at least one metre above the landing area. Extension ladders must have a minimum overlap of one metre.

3.5 Climbing and Working from Ladders
Workers must maintain three-point contact when climbing, descending, or working from ladders. Only one person is permitted on a ladder at any time. Workers must always keep their hips and shoulders between the side rails and must not reach outside the ladder's safe working area. If a task requires reaching, the worker must climb down and reposition the ladder. Workers must always climb and descend facing the ladder and must move one step at a time. Workers must not climb higher than the third step from the top of a ladder and **must never work from the top two rungs** or steps of a stepladder. Stepladders must not be used as supports for planks, platforms, or any other structure.

3.6 Ladder Positioning and Electrical Hazards
Ladder tops must rest against a firm structure. Workers must check for overhead powerlines before erecting a ladder. Metal ladders, including wire-reinforced wooden ladders, must not be used near energized electrical conductors. Only non-conductive ladders may be used in proximity to electrical hazards.

3.7 General Use Requirements
Workers must ensure the ladder remains stable throughout use and must not reposition or adjust the ladder while standing on it. Workers must not carry heavy or awkward materials while climbing. Ladders must not be used if weather conditions such as wind, ice, or precipitation create unsafe conditions. Workers must follow the Tri-Energy Working at Heights Code of Practice and the Alberta OH&S Code Part 8 for all ladder-related tasks.

4. Potential Accidents or Hazards
Potential hazards include falls from height, failure to maintain three-point contact, overreaching, climbing too high on the ladder, carrying heavy materials while climbing, using conductive ladders near energized equipment, unstable ladder placement, and working outside the ladder's safe reach zone.

5. Required Personal Protective Equipment
Workers must wear CSA-approved steel-toe boots, work gloves, and safety glasses. Fall protection equipment must be used when required by OH&S legislation, site-specific conditions, or when working above ground hazards that increase the severity of a potential fall.

SPRAY PAINTING (AEROSOL AND NON-AEROSOL) – SAFE WORK PRACTICE

1. Purpose
This Safe Work Practice outlines the requirements for safely performing aerosol and non-aerosol spray painting, including preparation, equipment setup, respiratory protection, worker notification, and cleanup. The intent is to prevent exposure to hazardous fumes, overspray, fire hazards, and repetitive-motion injuries.

2. Scope
This practice applies to all workers performing spray painting using aerosol cans, airless sprayers, HVLP sprayers, or any other non-aerosol spray equipment on Tri-Energy worksites.

3. Safe Work Practice – General Requirements for All Spray Painting

3.1 Pre-Job Preparation
Workers must inspect all tools, equipment, and PPE before beginning any spray painting task. The work area must have adequate lighting and ventilation. Workers must review the applicable SDS for all Hazardous products and ensure all required controls are in place. Other workers in the vicinity must be informed of the task so they are aware of fumes, overspray, and wet paint. “Hazard – Wet Paint” signage must be installed around the work area to prevent accidental contact.

3.2 Respiratory Protection
Workers must wear the appropriate respirator for the type of paint being used and must complete a fit test before starting work. Cartridges must be selected according to the SDS and manufacturer recommendations. Any worker who remains in the spray area must also wear a respirator. A full-face respirator is required for overhead spray painting or when using Dryfall products.

3.3 Work Area Control
The work area must be cleared of unnecessary personnel. All ignition sources must be eliminated. Adequate ventilation must be maintained to prevent buildup of fumes or vapours. Workers must remain aware of their surroundings at all times.

4. Safe Work Practice – Aerosol Spray Painting
Aerosol spray painting involves the use of pressurized paint cans. Workers must inspect the can for damage, leaks, or defects before use. The can must be shaken thoroughly according to manufacturer instructions. Workers must maintain a consistent distance from the surface being painted to ensure even coverage and reduce overspray. Aerosol cans must never be punctured, heated, or disposed of in regular waste streams; they must be handled according to site hazardous waste procedures. Workers must avoid spraying near open flames, sparks, or energized equipment due to the flammable nature of aerosol propellants.

5. Safe Work Practice – Non-Aerosol Spray Painting

5.1 Equipment Setup
Workers must mix paint according to manufacturer instructions. All spray gun components must be connected securely. The spray gun nozzle must be placed into a bucket of paint during priming. The compressor must be plugged in and turned on, and the spray gun must be inspected for leaks or mechanical issues. The correct spray tip must be selected based on the required spray pattern and material.

5.2 Application
Workers must maintain proper distance and movement to ensure even application. The trigger must be pressed smoothly to avoid sputtering or uneven spray. Workers must avoid sudden direction changes that may cause drips or overspray. When performing overhead work or using Dryfall, a full-face respirator must be worn.

6. Safe Work Practice – Cleaning Non-Aerosol Spray Equipment
Cleaning must begin by reversing the compressor setting to flush the spray gun. Water or paint thinner must be used depending on the type of paint. The spray gun must be placed in reverse spray mode and cleaned into a pail until the liquid runs clear. The gun and spray tip must then be disassembled and cleaned according to manufacturer instructions. All filters must be cleaned, and the paint intake spout must be wrapped with a cloth for protection. Cords and tools must be wrapped and stored properly.

7. Potential Hazards
Spray painting may expose workers to hazardous fumes, vapours, and mist. There is a risk of splashing, repetitive-motion strain, working at heights, and exposure to Dryfall products which require full-face respiratory protection. Aerosol cans present additional hazards including flammability, pressurization, and potential explosion if mishandled.

8. Required Personal Protective Equipment
Workers must wear a hard hat, CSA-approved safety footwear, work gloves, high-visibility clothing, flame-resistant clothing where required, and safety glasses as needed. Hearing protection must be worn when required by noise levels. Respiratory protection must be worn according to SDS requirements, task conditions, and this Safe Work Practice.

WELDING AND CUTTING - SAFE WORK PRACTICE

1. Purpose
This Safe Work Practice establishes the requirements for safely performing welding, cutting, brazing, heating, grinding, and all associated hot work activities. The intent is to prevent fires, explosions, electrical shock, exposure to fumes, equipment failure, and injuries to workers and bystanders.

2. Scope
This practice applies to all workers performing welding, cutting, or allied processes on Tri-Energy worksites, including electric arc welding, oxy-fuel cutting, grinding, and any task that produces heat, sparks, or ignition sources.

3. Safe Work Practice Requirements

3.1 Pre-Job Requirements
Before any welding or cutting begins, all applicable permits must be obtained, including a hot work permit when required. Supervisors and workers involved in welding, cutting, grinding, or related tasks must be trained in hot work procedures, competent in the work being performed, and familiar with the emergency response procedures for the site. A pre-job safety meeting, hazard assessment, and FLHA must be completed prior to starting work.

3.2 Electrical Shock Prevention
Workers must identify and eliminate potential electrical shock hazards before beginning welding operations. All welding equipment must be properly grounded, maintained, and inspected regularly.

3.3 Personal Protective Equipment
All welders and helpers must wear appropriate PPE, including safety glasses, welding helmets or cutting goggles with properly shaded lenses, face shields for grinding, non-flammable long-sleeve clothing, gauntlet-style welding gloves, CSA-approved safety footwear, and a welding cap or equivalent head protection. Other personnel in the area must be protected from arc flash radiation using non-reflective, flame-resistant screens or barriers and approved safety eyewear.

3.4 Work Area Control
If welding, cutting, or grinding is performed above other workers, measures must be taken to prevent sparks, tools, or debris from falling onto workers below. If this cannot be achieved, barriers and signage must be installed to restrict access to the area. Recently welded or torch-cut materials must be clearly marked “HOT” when there is a possibility that uninvolved personnel may enter the area.

3.5 Equipment Inspection and Maintenance
Welders must inspect their equipment at the start of operations, after changing cylinders, and at regular intervals throughout the work. All equipment must meet and be maintained according to manufacturer specifications. Welding cables must be fully maintained and securely connected to the welding machine and clamps. Torches must be placed in stands when not in use and must never be hung from gas cylinders.

3.6 Control of Flammable Materials
The work area must be free of flammable materials, dust, gases, or vapours. If these hazards cannot be removed, controls must be implemented to prevent ignition, such as wetting the area, covering adjacent surfaces, sealing potential leak points, or using gas detection to monitor for flammable atmospheres. Continuous LEL monitoring is required when working on live facilities or previously in-service piping, vessels, or equipment.

3.7 Hot Work on Containers, Vessels, and Piping
If welding, heating, or cutting is required on containers, vessels, tanks, or piping that contain or may have contained flammable or combustible materials, the equipment must be cleaned, purged, and verified to be free of hazardous materials. The atmosphere inside and outside the equipment must be confirmed to be non-explosive before work begins and must remain safe throughout the task.

3.8 Gas Cylinder Handling
Oxygen and acetylene cylinders must be secured at all times, with acetylene cylinders kept upright. Acetylene cylinders must never be used horizontally and must remain upright for at least one hour before use. Cylinder valves must be closed when not in use, and all lines must be bled to zero pressure. Empty cylinders must be marked and stored separately from full cylinders.

3.9 Gas Hose and Regulator Safety
All oxygen and acetylene hoses and connections must be checked before and during use for leaks. If a leak develops, the gas supply must be shut off immediately and the process must not resume until repairs are completed. All hoses must be equipped with flashback arrestors between the torch and regulator and backflow prevention at the torch end. Regulators must be properly balanced for welding and brazing operations and properly set for cutting operations. Acetylene regulators must never be set above 15 psig, and oxygen pressure must be set according to tip size but must never exceed 65 psi.

3.10 Fire Protection and Ventilation
Fire-fighting equipment must be readily available at all times during welding or cutting operations. Adequate ventilation must be maintained to prevent accumulation of fumes or gases. Respiratory protective equipment may be required depending on the materials being welded or cut and the ventilation available.

3.11 Grinding Safety
A face shield and safety glasses must be worn when buffing or grinding. Workers must ensure sparks are directed away from themselves and others and that no flammable materials are in the path of grinding sparks.

3.12 Compliance Requirements
All work must comply with Alberta OH&S Code Sections 231 and 172–174, as well as CSA Standard W117.2-01, “Safety in Welding, Cutting and Allied Processes.” Operators of electric welding machines must not leave the machine unattended without removing the electrode from the stinger.

4. Potential Hazards
Welding and cutting may expose workers to arc flash, burns, fire, explosion, electrical shock, toxic fumes, hot surfaces, falling sparks or debris, pressurized gas hazards, and equipment failure. Improper ventilation, inadequate PPE, or failure to control ignition sources significantly increases risk.

5. Required Personal Protective Equipment
Workers must wear safety glasses, welding helmets or cutting goggles with appropriate shade lenses, face shields for grinding, non-flammable long-sleeve clothing, gauntlet-style welding gloves, CSA-approved safety footwear, and welding caps. Respiratory protection must be used when required by the SDS, ventilation conditions, or site-specific hazards.

TRI-ENERGY SERVICES LTD

WORKING ALONE POLICY

1. Purpose

The purpose of this Working Alone Policy is to ensure the safety and well-being of employees who perform work without direct supervision or without the presence of another worker. This policy establishes procedures, communication requirements, hazard assessment expectations, and emergency response protocols to reduce risks associated with working alone.

2. Scope

This policy applies to all employees, contractors, and temporary workers who are required or permitted to work alone at any worksite operated or controlled by the employer.

3. Definitions

Working Alone: Performing job duties in circumstances where assistance is not readily available in the event of injury, illness, or an emergency.

Contact Person: The designated individual responsible for monitoring the lone worker's status and initiating emergency procedures if required.

4. Working Alone Hazard Assessment

A working alone hazard assessment is required whenever tasks or conditions present hazards that may be exacerbated by working alone.

Hazard assessments must:

- Identify all hazards associated with the work and environment.
- Evaluate the risks of performing the work alone.
- Identify required control measures, communication systems, and emergency procedures.

Completed assessments must be:

- Accessible to workers for review.
- Reviewed with workers before they begin working alone.
- Supported by training on associated procedures and requirements.

5. Potential Hazards Associated With Working Alone

Hazards may include, but are not limited to:

- Loss of communication needed to request assistance.
- Delays in reporting incidents or receiving help.
- Injuries requiring immediate medical attention.
- Adverse weather or road conditions affecting travel or response times.
- Transportation difficulties or vehicle breakdowns.
- Environmental hazards (wildlife, remote terrain, extreme temperatures).
- Physical hazards related to equipment, tools, or work processes.

Workers must be trained to recognize these hazards and understand the controls in place to mitigate them.

6. Communication Requirements

1. Employees working alone must have access to an effective means of communication, which may include:

- Two-way radio
- Landline telephone
- Cellular telephone
- Satellite communication device
- Other reliable electronic communication systems

If effective electronic communication is not practicable, the employer must ensure:

- The employer or designate physically visits the worker at intervals appropriate to the hazards, or
- The worker contacts the employer or designate at predetermined intervals.

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WORKING AROUND MOVING EQUIPMENT & TRAFFIC - SAFE WORK PRACTICE

1. Purpose
This Safe Work Practice establishes the requirements for safely working around moving vehicles, mobile equipment, and site traffic. The intent is to prevent struck-by incidents, pinch-point injuries, collisions, and other hazards associated with equipment movement in active work areas.

2. Scope
This practice applies to all workers, contractors, and visitors who may be exposed to moving equipment or vehicular traffic on Tri-Energy worksites, including construction zones, lease sites, yards, and access roads.

3. Safe Work Practice Requirements

3.1 Pre-Job Requirements
Before work begins, all applicable permits must be obtained and a pre-job safety meeting, hazard assessment, and FLHA must be completed. Workers must identify all equipment operating in the area, the direction of travel, blind spots, pinch points, and any traffic flow patterns. Communication protocols must be established between workers and equipment operators.

3.2 Worker Awareness and Positioning
Workers must remain alert at all times when working near moving equipment. They must never assume an operator can see them. Workers must maintain eye contact with operators whenever possible and must stay out of blind spots. Workers must never walk or stand between equipment and fixed objects, nor position themselves in the swing radius of excavators, loaders, or similar equipment. Workers must remain clear of backing equipment and must never approach equipment until the operator has stopped, acknowledged them, and signaled that it is safe to proceed.

3.3 Traffic Flow and Control
Traffic patterns must be clearly defined and communicated. Designated walkways, equipment routes, and exclusion zones must be used whenever available. When work requires personnel to be in proximity to moving vehicles, traffic control measures such as signage, barricades, cones, or spotters must be implemented. Spotters must be trained, competent, and positioned where they can safely observe and communicate with operators. Workers must follow all posted speed limits and site-specific traffic rules.

3.4 High-Visibility and PPE Requirements
Workers must wear high-visibility clothing at all times when working around moving equipment or traffic. Additional PPE such as hard hats, safety footwear, gloves, and safety glasses must be worn according to site requirements. Workers performing tasks in low-light conditions must ensure their high-visibility garments are reflective and in good condition.

3.5 Communication with Equipment Operators
Workers must use clear, agreed-upon hand signals or radio communication when directing or approaching equipment. Operators must stop equipment completely before engaging in conversation or receiving direction. Workers must never cross behind or in front of equipment without ensuring the operator has acknowledged them and confirmed it is safe to do so.

3.6 Equipment Operation and Parking
Operators must perform pre-use inspections and ensure all alarms, lights, and safety devices are functioning. Equipment must not be operated with obstructed visibility unless a spotter is present. When equipment is parked, it must be placed in a secure position with brakes applied, attachments lowered to the ground, and keys removed if required by site policy.

3.7 Working in Congested or High-Risk Areas
When work occurs in congested areas or near multiple pieces of moving equipment, additional controls must be implemented. These may include designated pedestrian corridors, restricted access zones, or temporary shutdown of equipment during critical tasks. Workers must remain vigilant for sudden equipment movement, blind-corner hazards, and changes in traffic flow.

3.8 Night Work and Low-Visibility Conditions
Additional lighting must be used when working in low-visibility conditions. Workers must ensure they are visible to operators at all times. Equipment must have functioning headlights, work lights, and backup alarms. Reflective signage and barriers must be used to enhance visibility.

3.9 Working Near Public or Client Traffic
When work occurs near public roads, client facilities, or shared access routes, workers must follow all regulatory traffic control requirements. Traffic control personnel must be trained and competent. Work zones must be clearly marked, and appropriate signage must be installed to warn approaching traffic.

4. Potential Hazards
Working around moving equipment and traffic may expose workers to struck-by incidents, caught-between hazards, blind-spot collisions, backing accidents, pinch points, reduced visibility, and hazards created by poor communication or unexpected equipment movement. Weather, noise, and ground conditions may further increase risk.

5. Required Personal Protective Equipment
Workers must wear CSA-approved hard hats, steel-toe boots, high-visibility clothing, gloves, and safety glasses. Additional PPE such as hearing protection or respiratory protection must be used when required by site conditions or specific tasks.

6. Additional Considerations
Workers must never use personal devices such as phones while working around moving equipment. Distractions significantly increase the risk of serious injury. Workers must report unsafe behavior, malfunctioning equipment, or near-miss incidents immediately. All work must comply with applicable OH&S legislation and Tri-Energy safety policies.

TRI-ENERGY SERVICES LTD

PREVENTATIVE MAINTENANCE PROGRAM

Preventive maintenance is predetermined work performed to a schedule with the aim of preventing the wear and tear or sudden failure of equipment components. Preventive maintenance helps to protect assets and prolong the useful life of the equipment, improve equipment/tool reliability, and reduce injury.

Tri-Energy Services Ltd. maintains all tools, vehicles, and equipment in a condition that will maximize the safety of all workers. To accomplish this, a Preventative Maintenance Program shall be maintained and shall include the following components:

- Adherence to applicable regulations, standards, and manufacturer's specifications.
- Services of appropriately qualified maintenance personnel.
- Scheduling and documentation of all maintenance work. Maintenance is documented on the Tri-Energy Services Ltd. Maintenance Record Form.

Responsibilities

Management

Management shall ensure that a qualified person according to established schedules carries out all preventative maintenance and that records are maintained.

Workers

All workers shall check all tools and equipment that they are working with and shall take out of service any tools or equipment that poses a hazard due to a need for repair.

Removal from Service

Defects observed in tools, machinery, vehicles, or equipment shall be reported to Tri-Energy Services Ltd. management and must be repaired or replaced before being used again.

Vehicles

When using a vehicle, daily visual pre-use inspections are to be carried out by the worker responsible for the vehicle. Any defects noted during the pre-use inspections are to be documented and reported to management. Service work is to be done by qualified personnel, with records maintained by Tri-Energy Services Ltd.

Tools, Equipment and Machinery

All workers shall ensure that the tools, equipment, and machinery, they are working with are checked daily prior to use to ensure that they are maintained and in safe working condition. If a tool or piece of equipment is found to be defective, then it is to be taken out of use, and lockout/tag-out labelled, to reduce risk of injury to workers.

Maintenance

All maintenance is to be completed by a competent person and will be repaired/replaced before returning it to service. Tri-Energy Services Ltd. will ensure that any paperwork on any piece of equipment is maintained for the lifetime of the piece of equipment.

Equipment Inventory

Tri-Energy Services Ltd. owns a number of pieces of equipment, and tools that are tracked on an equipment Inventory list. A copy of this inventory list can be obtained from Tri-Energy Services Ltd. management. The inventory also includes the schedule of required preventative maintenance, ensuring that it meets legislative and manufacturer requirements.

PREVENTATIVE MAINTENANCE SCHEDULE

Type of Equipment	Type of Inspection	Schedule
Vehicles – Tri-Energy Services Ltd. owned Pickups and 1-Ton Crew Trucks **Any personal vehicles used for company business purposes.**	Complete Circle check, Visual inspection	• Daily pre-use inspection before use • Documented inspection monthly
	Complete Formal Inspection	• Initially • Annually for CVIP
	Preventative Maintenance	• As per manufacturer specifications
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
3-Ton Crew Trucks with Pickers	Complete Circle check, Visual inspection	• Daily pre-use inspection before use • Documented inspection monthly
	Complete Formal Inspection	• Initially • Annually for CVIP • Annually/Bi-annually for certification
	Preventative Maintenance	• As per manufacturer specifications
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
Commercial Vehicle Units and Trailers	Complete Circle check, Visual inspection	• Daily pre-use inspection or every 24 hours • Roadside Inspection - first 80 kilometers after beginning a trip and re-inspect again when: ○ There is a change of "duty status," ○ After driving consecutively for three hours, and • After driving 240 kilometers.
	Complete Formal Inspection	• Initially • Annually for CVIP
	Preventative Maintenance	• As per manufacturer specifications
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
Powered Mobile Equipment including Excavators, Motor graders, Loaders, Tractors with implements and any rented or non-company owned equipment	Complete Circle check, Visual inspection	• Daily pre-use inspection before use • Documented inspection monthly
	Preventative Maintenance	• As per manufacturer specifications
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
Hand Tools/Power Tools	Visual Inspection	• Initially and daily / before each use
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
Office Equipment & Tools	Complete Visual inspection	• Daily Visual inspection before use
	Repair / Service	• When failure occurs, and/or as per manufacturer specifications
Fire Extinguishers	Visual Inspection	• Monthly
	Certification	• Annually, or after discharged
PPE- Basic & Specialized	Complete Inspection	• Daily visual before use, • As per manufacturer specifications.

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HAZARDOUS PRODUCTS - SAFE WORK PRACTICE

1. Purpose
This Safe Work Practice ensures that all hazardous products used, stored, handled, or produced at Tri-Energy worksites are managed in full compliance with WHMIS legislation. The intent is to protect workers from chemical hazards through proper labeling, SDS access, training, and safe handling procedures.

2. Scope
This practice applies to all Tri-Energy employees, contractors, and visitors who may use, handle, store, produce, or be exposed to hazardous products or hazardous waste at any Tri-Energy worksite.

3. WHMIS Compliance
All hazardous products used, stored, handled, or manufactured at Tri-Energy worksites must comply with WHMIS requirements. Safety Data Sheets (SDS) for all hazardous products are available in the Tri-Energy SDS Manual and must be accessible to workers at all times. Certain products are exempt from WHMIS, including wood and products made of wood, tobacco and tobacco products, hazardous waste, and manufactured articles.

4. Hazardous Product Inventory
Tri-Energy will maintain a complete and current inventory of all hazardous substances used, produced, handled, or stored in the workplace. This inventory may be kept at each worksite or maintained centrally for multiple worksites. The inventory must be updated whenever new products are introduced or removed.

5. Hazardous Waste Management
Although hazardous waste is exempt from WHMIS, Tri-Energy must still ensure that it is safely stored, handled, and identified. Workers must be trained in the hazards associated with the waste and the procedures required to manage it safely. Identification methods such as placards, coded labels, or workplace labels may be used, provided they clearly identify the contents and hazards. The system used must be appropriate for the workplace and understood by all workers.
Tri-Energy will ensure hazardous waste is managed through proper identification, safe storage, and worker training. Workers must be trained in all hazard information that Tri-Energy knows or reasonably ought to know regarding the waste.

6. Worker Education and Training
All workers must have valid WHMIS training before beginning work. WHMIS education is an integral part of Tri-Energy's hazard communication system and includes instruction on labels, SDSs, safe handling procedures, and hazard recognition.
Training is required for workers who may be exposed to hazardous products, who use, store, handle, or dispose of hazardous products, who supervise workers exposed to hazardous products, who may be involved in emergency response, or who work in proximity to hazardous products. Proximity refers to any area where a worker's health or safety could be at risk due to storage, handling, use, disposal, maintenance activities, or emergency situations such as spills or fires.

Tri-Energy will develop and implement an employee education program in consultation with the workplace committee or health and safety representative. This program will include instruction on product identifiers, hazard information disclosed by suppliers or employers, previous exposure investigation results, SDS content and significance, and all information required to be disclosed on labels and SDSs.

Refresher training will be provided whenever needed to protect worker health and safety, when workplace conditions change, when new products are introduced, when existing products change, when new hazard information becomes available, or when new information regarding safe use, handling, storage, or disposal is identified. All employees must complete WHMIS refresher training at least every three years.

7. Labeling Requirements

7.1 Supplier Labels
All hazardous products received from a supplier must have a supplier label applied to the container. Supplier labels must remain legible and must not be removed, altered, or defaced. Supplier labels must include the product identifier, supplier information, WHMIS pictograms, signal word, hazard statements, precautionary statements, and any required supplemental information.
Supplier labels must be updated within 180 days of the supplier becoming aware of new hazard information. If Tri-Energy purchases a product during this 180-day period, the supplier must notify Tri-Energy in writing of the changes and the date they became available.

7.2 Workplace Labels
A workplace label must be applied when a hazardous product is produced at the workplace, when a product is decanted or transferred into another container, or when a supplier label becomes lost, damaged, or unreadable and a replacement supplier label is not available. Workplace labels must clearly identify the product using the same product identifier as the SDS, must describe the safe handling precautions and hazard information, and must state that an SDS is available in the workplace. Workplace labels must be updated within 180 days of the supplier becoming aware of new hazard information.

8. Decanted Products
Whenever a hazardous product is transferred from its original supplier container into another container, Tri-Energy will apply a workplace label to the new container. Decanted products that are used immediately and completely by the same worker may be exempt from labeling, provided the product never leaves the worker's control.

9. Safety Data Sheets (SDS)
Safety Data Sheets provide essential information about hazardous products, including identification, hazards, safe handling, storage, disposal, and emergency response. SDSs are typically prepared by the manufacturer or supplier. If Tri-Energy produces a hazardous product exclusively for use within the workplace, Tri-Energy may be required to prepare an SDS.
The SDS provides information on product identification, physical and health hazards, prevention measures to reduce exposure, and emergency response instructions. When a hazardous product is received at a Tri-Energy worksite, the company will obtain the supplier SDS without delay. The SDS must disclose current information at the time of receipt and must be updated whenever the supplier becomes aware of significant new hazard data.

10. SDS Availability
Tri-Energy will ensure that SDSs for all hazardous products are readily accessible to workers at all times. SDSs may be provided in physical binders, digital systems, or both, as long as workers can access them without delay during normal operations and emergencies. Workers must know where SDSs are located and how to interpret them.

11. Hazardous Waste Labeling
Hazardous waste must be clearly identified even though it is exempt from WHMIS. Tri-Energy will disclose the generic name and hazard information of hazardous waste either by applying a label directly to the waste container or by posting a sign in a conspicuous location near the waste. The identification method must be clear, durable, and understood by all workers.

12. Additional Requirements
Workers must follow all safe handling procedures, use required PPE, and report missing labels, damaged containers, or unknown substances immediately. No hazardous product may be used unless it has a proper label and an SDS available. Tri-Energy will review and update this Safe Work Practice as needed to reflect changes in legislation, new products, new hazard information, or changes in workplace conditions.

Hazard Class

Hazard classes are a way of grouping together products that have similar properties.

List of Hazard Classes

Physical Hazards	Health Hazards
Flammable gases or aerosols	Acute toxicity
Oxidizing gases, liquids or solids	Skin corrosion/irritation
Gases under pressure	Serious eye damage/eye irritation
Flammable liquids or solids	Respiratory or skin sensitization
Self-reactive substances and mixtures	Germ cell mutagenicity
Pyrophoric gases, liquids or solids	Carcinogenicity
Self-heating substances and mixtures	Reproductive toxicity
Substances/mixtures emit flammable gases when contact with water	Specific target organ toxicity
Organic peroxides	Aspiration hazard
Corrosive to metals	Biohazardous infectious materials
Combustible dust	Health hazards not otherwise classified
Simple asphyxiates	

Pictograms

Pictograms are graphic images that immediately show the user of a hazardous product what type of hazard is present. Most pictograms have a distinctive red “square set on one of its points” border. Inside this border is a symbol that represents the potential hazard (e.g., fire, health hazard, corrosive, etc.). Together, the symbol and the border are referred to as a pictogram. Pictograms are assigned to specific hazard classes or categories.

	**Exploding bomb** (for explosion or reactivity hazards)		**Flame** (for fire hazards)		**Flame over circle** (for oxidizing hazards)
	**Gas cylinder** (for gases under pressure)		**Corrosion** (for corrosive damage to metals, as well as skin, eyes)		**Skull and Crossbones** (can cause death or toxicity with short exposure to small amounts)
	**Health hazard** (may cause or suspected of causing serious health effects)		**Exclamation mark** (may cause less serious health effects or damage the ozone layer)		**Environment*** (may cause damage to the aquatic environment)
	**Biohazardous Infectious Materials** (for organisms or toxins that can cause diseases in people or animals)				

TRI ENERGY SERVICES LTD

CHEMICAL, BIOLOGICAL HAZARDS AND HARMFUL SUBSTANCES - SAFE WORK PRACTICE

Tri-Energy Services Ltd. will ensure that worker exposure to harmful substances is kept as low as reasonably practicable and does not exceed the occupational exposure limits (OELs) established in Schedule 1, Table 2 of the applicable provincial OH&S legislation. This requirement is based on the principle that each substance has a safe or tolerable exposure level below which no significant adverse health effects are expected. Total exposure is influenced by several factors, including the potential for absorption into the body through inhalation, ingestion, or skin contact, the duration of exposure, and the effects of simultaneous exposure to multiple substances.

Harmful substances will be identified during the hazard assessment process whenever there is potential for worker exposure. Atmospheric testing results must be reviewed and assessed before workers are exposed. Worker exposure to any substance listed in Schedule 1, Table 2 must be kept as low as reasonably achievable, and exposure must never exceed the legislated OELs.

When evaluating exposure to harmful substances, Tri-Energy will consider whether exposure levels are consistent with common practice in similar workplaces using the same substances or processes. The company will assess whether exposure can be eliminated through substitution with a less toxic substance or through engineering or administrative controls. If substitution or additional controls are not implemented, the rationale must be documented. Tri-Energy will also consider whether workers are exposed to multiple substances that may have synergistic, potentiating, or additive effects, and whether workers are experiencing adverse health effects even when exposures are at or below the established OELs.

Tri-Energy will maintain and keep records of all hazardous substances used in the workplace. No worker may be exposed to a substance listed in provincial OH&S legislation at a concentration exceeding its ceiling limit at any time. The term “reasonably practicable” is interpreted using the reasonable person test, which considers what similar workplaces do under comparable circumstances. To determine whether exposure is as low as reasonably practicable, Tri-Energy will evaluate whether substitution or additional controls could eliminate or reduce exposure, whether exposure levels align with those in comparable workplaces, whether multiple substances may interact to increase risk, and whether workers are experiencing symptoms or adverse effects despite exposures being within acceptable limits.

Workers may be exposed to harmful substances through three primary routes of entry: inhalation, where substances are breathed into the lungs; dermal absorption, where substances penetrate the skin; and oral ingestion, where substances enter the body through swallowing. Understanding these routes of entry is essential for selecting appropriate controls, PPE, and safe work procedures.

Tri-Energy will ensure that all workers who may be exposed to harmful substances receive appropriate training, understand the hazards, and follow all required controls to minimize exposure. Engineering controls, administrative controls, and personal protective equipment will be implemented as required to protect worker health and safety.

Inhalation is the most common route of entry for harmful substances. Most exposure standards, including occupational exposure limits (OELs), are based on airborne exposure to gases, vapours, dusts, mists, fumes, or aerosols. Skin absorption is another significant route of entry, and the degree of absorption depends on the chemical’s properties and the condition of the worker’s skin. Oral exposure typically occurs accidentally through contamination of food, beverages, smoking materials, or through hand-to-mouth contact such as nail biting or eating without proper handwashing.

There is considerable variation in individual susceptibility to harmful substances. A small percentage of workers may experience discomfort or adverse effects at or below the established OEL. For this reason, OELs must not be interpreted as a precise boundary between safe and unsafe conditions or as a measure of relative toxicity. Some workers may experience more severe effects due to pre-existing medical conditions, occupational illnesses, genetic factors, lifestyle habits such as smoking or alcohol use, medications, or previous exposures. These individuals may require additional protection even when exposures are within acceptable limits. The need for additional protection should be evaluated by an occupational physician.

Where harmful substances are present in the workplace and no OEL exists, occupational health and safety legislation requires that exposure be kept as low as reasonably practicable. In such cases, Tri-Energy will consult other jurisdictions, recognized organizations, and product manufacturers to determine appropriate exposure guidelines and safe handling practices.

Potential Worker Exposure

A hazard assessment will be conducted to determine the actual or potential exposure of workers to harmful substances. Exposure cannot be effectively controlled without first identifying the substance and understanding the extent of worker exposure. The toxicity of the substance, including its mode of action, route of entry, and target organs, must be known, along with the duration and frequency of exposure. Additional factors that influence the degree of hazard include the nature of the process in which the substance is used or generated, the potential for reactions with other physical or chemical agents, the effectiveness of existing controls such as ventilation or enclosure, and the type and severity of toxic responses in both average and highly susceptible workers.

Almost every work environment contains actual or potential hazards that must be recognized, measured, and monitored. An initial assessment will be completed in any area where exposure may occur or where workers have reported health effects. This assessment will include a walk-through survey of the operation, identification of all chemicals present, discussions with workers regarding past experiences and concerns, and measurement of airborne contaminants. The assessment will consider raw materials, intermediate processes, and finished products, and will evaluate each step under normal operating conditions as well as foreseeable emergencies.

Reassessments will be conducted annually and whenever new equipment or processes are introduced, when work practices change, or when workers report adverse health effects during or after their shifts. A competent individual must perform the hazard assessment. Workers will be encouraged to observe and participate in monitoring activities when safe to do so, as their experience often provides valuable insight into exposure sources, variations in exposure, and routine versus non-routine conditions.

Once hazards have been identified, Tri-Energy will take steps to eliminate or control them. Elimination may involve substituting a less hazardous substance or modifying equipment or processes to eliminate emissions. When elimination is not possible, engineering controls will be considered first, followed by administrative controls, and finally personal protective equipment. Engineering controls reduce exposure by altering or removing the source. Administrative controls reduce exposure by modifying work practices, schedules, or procedures. Personal protective equipment will only be used when other controls are not practicable or do not sufficiently reduce exposure.

Workers who may be exposed to harmful substances will receive training in procedures that minimize exposure. Training will include information on the health hazards associated with the substance and instruction on the procedures required to reduce exposure.
If the hazard assessment indicates that a worker may be exposed to a substance in excess of its OEL, airborne concentrations will be measured. Measurements will be conducted using NIOSH analytical methods or other methods acceptable to the Director of Occupational Hygiene. These measurements are essential for determining effective control measures and ensuring worker exposure remains as low as reasonably practicable.

Exposure Limits – Alberta
Tri-Energy Services Ltd. will ensure that worker exposure to any substance listed in Schedule 1, Table 2 of the Alberta OHS Code is kept as low as reasonably achievable. Exposure must never exceed the occupational exposure limits established in Schedule 1, Table 2. Atmospheric testing results must be reviewed and assessed before any worker is exposed to a harmful substance. Exposure control decisions will be based on the principle that even when exposures are below the OEL, additional controls may still be required to protect sensitive individuals.

Exposure Limits – British Columbia
In British Columbia, Tri-Energy will ensure that no worker is exposed to a substance at concentrations exceeding the ceiling limit, short-term exposure limit, or eight-hour time-weighted average prescribed by the ACGIH, unless otherwise determined by WorkSafeBC. Exposure must be controlled through engineering, administrative, and PPE measures to ensure compliance with Part 5, Section 5.48 of the BC OHS Regulation.

Exposure Limits – Saskatchewan
Tri-Energy will not handle, use, store, produce, distribute, or dispose of any chemical or biological substance listed in Table 19 of the Saskatchewan OHS Regulations without obtaining written permission from the Director and complying with all specified conditions. Where a substance listed in Table 21 is present, Tri-Energy will ensure that contamination limits are not exceeded in any area where workers are normally present and will take all practicable steps to ensure that no worker's personal exposure exceeds the contamination limits. A written procedure will identify the substances to which workers may be exposed, the conditions under which exposure may occur, the frequency, quantity, and duration of exposure, and the steps Tri-Energy will take to ensure exposure remains below the limits.

Worker Decontamination
Workers, their clothing, and their equipment may become contaminated during work activities involving harmful substances. Tri-Energy will ensure that suitable means of decontamination are available so that workers can remove contamination before leaving the worksite. The type of decontamination facility required will depend on the nature of the harmful substance and the work being performed. Workers must be able to leave the site without carrying harmful substances that could affect their own health or the health of others.

Storage of Harmful Substances
All harmful substances must be clearly identified at the worksite, even if they are exempt from WHMIS requirements. For example, gasoline purchased as a consumer product must still be clearly identified when brought onto a worksite. Harmful substances must be stored in a manner that does not present a hazard to workers. Storage requirements will follow the guidance provided in the SDS or by the manufacturer. Containers must remain intact, properly labeled, and stored in designated areas appropriate for the substance's hazards.

Education and Training
Workers who may be exposed to harmful substances will receive training in procedures that minimize exposure. Training will include information describing the health hazards associated with the substance and instruction in the procedures required to reduce exposure. Workers must understand the routes of entry, the symptoms of exposure, and the controls in place to protect them. Training will be refreshed whenever new substances are introduced, when workplace conditions change, or when new hazard information becomes available.

Emergency Baths, Showers, and Eyewash Equipment
Tri-Energy will provide emergency facilities such as showers, baths, and eyewash stations to ensure that chemicals splashed onto the body or into the eyes can be immediately diluted and removed. Quick dilution significantly reduces the severity of chemical injuries. The type of emergency equipment provided will be appropriate to the hazard and the degree of worker exposure.
Emergency equipment must be located on the same floor level and in the same general area as the work process that creates the hazard. Access to the equipment must remain unobstructed at all times, and the equipment must be clearly marked with signage. All emergency showers, eyewash stations, and similar equipment will be inspected and maintained according to manufacturer specifications to ensure they function properly when needed.

VIOLENCE PREVENTION POLICY

Tri-Energy Services Ltd. maintains **a zero-tolerance policy** toward violence in the workplace. All workers, contractors, and visitors are entitled to a safe and respectful work environment free from violence, threats, intimidation, or aggressive behaviour.

Definition of Workplace Violence
Workplace violence includes threatened, attempted, or actual conduct that causes or is likely to cause physical or psychological injury or harm, and includes:

- Physical violence
- Threats or intimidation
- Psychological or emotional harm
- Domestic violence that follows a worker into the workplace
- Sexual violence or unwanted physical contact

Company Commitment
Tri-Energy Services Ltd. is committed to:

- Providing a safe, healthy, and violence-free workplace.
- Taking all reasonable steps to prevent workplace violence.
- Ensuring workers are not subjected to violence from any person at or related to the worksite.
- Providing information to workers about hazards that may contribute to workplace violence.
- Assisting workers who have been exposed to workplace violence, including medical support, reporting assistance, and follow-up.
- Taking corrective action against any person under Tri-Energy's direction who engages in violent behaviour.

Violence Risk Assessment
Tri-Energy Services Ltd. will assess the potential for workplace violence by evaluating:

- The nature of work activities and job tasks.
- Working conditions, including isolation, hours, and public interaction.
- The design and layout of the work environment.
- The frequency and likelihood of violent situations.
- The potential severity of consequences to workers.
- Worker feedback, observations, and recommendations.
- Existing controls and their effectiveness.
- Risk assessments will be reviewed:
- At least every three years.
- After any violent incident.
- When work processes, conditions, or locations change.

Reporting Workplace Violence

- Workers must report all incidents or threats of violence to management as soon as possible. Tri-Energy will ensure:
- Workers may request confidentiality when reporting.
- Reports are taken seriously and acted upon promptly.
- No worker is penalized or retaliated against for reporting in good faith.
- Information may be shared only as required to protect others or comply with law enforcement or OH&S requirements.

Investigation Procedure

Tri-Energy Services Ltd. will:

- Investigate all reports of workplace violence promptly and objectively.
- Document all findings using the incident investigation form.
- Implement immediate measures to safeguard workers.
- Notify any workers who may be affected by ongoing risks.
- Communicate investigation outcomes to the reporting worker.
- Report injuries to OH&S, WCB, and police as required by legislation.

If a violent incident results in a critical injury or fatality, Tri-Energy will:

- Secure the scene.
- Notify OH&S, police, and WCB immediately.
- Conduct a full investigation in accordance with legislation.

Response and Support for Affected Workers
Tri-Energy Services Ltd. will provide support to workers affected by workplace violence, including:

- Immediate medical attention when required.
- Access to debriefing by a qualified professional.
- Referral to community agencies, mental health supports, or treating practitioners.
- Assistance completing incident reports, WCB forms, and OH&S notifications.
- Support in reporting incidents to police when appropriate.

Roles and Responsibilities
Employer Responsibilities

- Maintain a violence-free workplace.
- Provide training, resources, and supervision to prevent workplace violence.
- Ensure risk assessments, policies, and procedures are implemented and reviewed.
- Take corrective action when violence occurs.
- Supervisor Responsibilities
- Ensure workers understand violence prevention procedures.
- Respond immediately to reports or signs of violence.
- Conduct investigations and implement corrective actions.
- Ensure workers are not placed at undue risk.
- Worker Responsibilities
- Follow all violence prevention procedures.
- Report incidents, threats, or hazards promptly.
- Participate in training and risk assessments.
- Refrain from any behaviour that could be considered violent or threatening.

Training Requirements
Tri-Energy Services Ltd. will ensure all workers receive training on:

- Recognizing signs of potential violence.
- Understanding risk factors and early warning indicators.
- Procedures for reporting violence or threats.
- Emergency response actions.
- Their rights and responsibilities under OH&S legislation.
- Training will be provided:
- During orientation.
- When job roles or work conditions change.
- After any violent incident.
- At regular intervals to maintain competency.

Program Evaluation
Tri-Energy Services Ltd. will evaluate the effectiveness of the Violence Prevention Program:

- At least every three years.
- After any violent incident.
- When recommended by the Health and Safety Committee or Representative.
- Evaluation will consider incident trends, worker feedback, investigation findings, and the effectiveness of implemented controls.

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HARASSMENT PREVENTION POLICY

Aligned with Alberta OHS Act and OHS Code Part 27 – Violence and Harassment

Workplace bullying and harassment in Alberta is governed by the Alberta Occupational Health and Safety Act and the OHS Code, Part 27, which require employers to prevent, investigate, and address all forms of harassment and ensure a safe and respectful workplace.

Tri-Energy Services Ltd. is committed to providing a workplace where every worker is treated with dignity and respect. Harassment of any kind will not be tolerated from any person at or outside the worksite, including workers, supervisors, management, contractors, clients, customers, other employers, or members of the public.

Definition of Harassment

Workplace harassment includes:
Any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying, or action.
Behaviour that a person knows, or ought reasonably to know, would cause offence, humiliation, or negatively affect a worker's health and safety.

Harassment based on protected grounds such as race, colour, ancestry, place of origin, religious beliefs, age, physical or mental disability, marital status, family status, source of income, gender, gender identity, gender expression, or sexual orientation.
Sexual harassment, including any unwelcome conduct, comment, gesture, or contact of a sexual nature, sexual solicitation, or sexual advance.

Company Commitment
Tri-Energy Services Ltd. is committed to:

- Maintaining a harassment-free workplace.
- Taking all complaints of harassment seriously and responding promptly.
- Ensuring this policy is implemented, enforced, and effective.
- Promoting a respectful, productive, and safe work environment.
- Ensuring all workers understand their rights and responsibilities.
- Taking corrective action when harassment is substantiated.

Worker Responsibilities

- **All workers must:**
- Refrain from causing, participating in, or condoning harassment.
- Treat all coworkers, supervisors, clients, and visitors with respect.
- Report harassment promptly.
- Cooperate fully with any investigation into harassment complaints.

Complaint Procedure
Workers who believe they are being harassed should:
Clearly inform the alleged harasser that the behaviour is unwelcome and must stop, if safe to do so.
Report the harassment to Tri-Energy management or a designated complaint recipient if direct communication is not possible or unsuccessful.

Once a complaint is received:

- The designated person will immediately notify a Tri-Energy supervisor.
- Options for resolving the complaint will be discussed with the complainant.
- If the issue cannot be resolved informally, the alleged harasser will be notified and provided with details of the complaint.
- A confidential investigation will be initiated promptly.
- Following the investigation:
- Both the complainant and the alleged harasser will be informed of the findings.
- If harassment is substantiated, Tri-Energy will take appropriate corrective action, which may include discipline, reassignment, training, or termination.

Investigation Standards
Tri-Energy Services Ltd. will ensure:

- Investigations are conducted promptly, objectively, and confidentially.
- All relevant information is gathered and documented.
- No worker is penalized for reporting harassment in good faith.
- All actions comply with OH&S legislation and internal policies.

Support for Affected Workers
Tri-Energy will provide support to workers affected by harassment, including:

- Access to medical or psychological assistance if required.
- Debriefing with a qualified professional.
- Referrals to community agencies or healthcare providers.
- Assistance completing any required reports or documentation.

Program Review
Tri-Energy Services Ltd. will:

- Review the Harassment Prevention Program at least every three years.
- Conduct additional reviews following any harassment incident.
- Update the program when legislation, workplace conditions, or risk factors change.

Training
Tri-Energy will ensure all workers receive training on:

- Recognizing harassment and early warning signs.
- Understanding their rights and responsibilities.
- Reporting procedures and complaint options.
- How to respond safely when harassment occurs.

Training will be provided:

- During orientation.
- When job roles or work conditions change.
- After any harassment incident.
- As part of ongoing safety education.

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CONFIDENTIALITY POLICY

Tri-Energy Services Ltd. will:

- Protect the identity of the complainant, the alleged harasser, and all details of the complaint.
- Disclose information only when necessary to investigate the complaint, take corrective or disciplinary action, or when required by law.
- Ensure all investigations are conducted with discretion, professionalism, and respect for privacy.

Other Options for Complaints

Tri-Energy Services Ltd. recognizes that:

- Workers may choose to refer a harassment complaint to Alberta Occupational Health and Safety or the Provincial Human Rights Commission at any time.
- Workers retain the right to pursue any legal avenues available to them.
- Workers have the right to a healthy and safe workplace free from harassment, and Tri-Energy will take all reasonably practicable steps to ensure this right is upheld.
- Tri-Energy Services Ltd. will post this policy in a conspicuous location accessible to all workers.

Training

Tri-Energy Services Ltd. will ensure:

- All workers receive training on the hazards of workplace harassment.
- Training includes recognizing early warning signs, understanding risk factors, knowing how to respond, and knowing how to report concerns.
- Harassment prevention training is included in the orientation process for all new workers.
- Additional training is provided when workplace conditions change or when new risks are identified.

Program Evaluation & Review

Tri-Energy Services Ltd. will:

- Evaluate the Harassment Prevention Program at least every three years.
- Conduct additional reviews following any harassment-related incident.
- Review the program when recommended by the Health and Safety Committee or Health and Safety Representative.
- Use formal inspections to proactively identify new hazards and verify the effectiveness of existing controls.

Preventative Maintenance and Hazard Control

Tri-Energy Services Ltd. recognizes that:

Equipment that is not functioning properly can create unsafe working conditions and contribute to stress, conflict, or harassment-related hazards.

- A strong preventative maintenance program supports a safe, respectful, and efficient workplace.
- Maintaining equipment in optimal condition reduces downtime, prevents frustration among workers, and supports overall psychological safety.ers. Creating a successful preventative maintenance program will help improve equipment life and avoid downtime from unplanned maintenance activity.

INSPECTION POLICY

Purpose

Tri-Energy Services Ltd. will maintain a comprehensive inspection program to identify and control unsafe working conditions and ensure all required records are maintained. The purpose of this policy is to ensure:

- All Tri-Energy worksites are inspected regularly and systematically.
- Hazards are identified, corrected, and documented.
- Workers participate in daily inspections and report hazards immediately.
- All worksites, equipment, tools, and work methods are included in the inspection program.

Every worker is responsible for inspecting their work area daily, correcting hazards when possible, and reporting uncorrected hazards to management immediately.

Inspection Types

Informal Inspections

Tri-Energy Services Ltd. will ensure:

- Workers conduct ongoing inspections of their work areas, equipment, and tools.
- Hazards identified during informal inspections are corrected immediately when possible.
- Findings are reported to management for follow-up and documentation.

Formal Inspections

- Tri-Energy Services Ltd. will ensure:
- Formal inspections are conducted by management with worker participation.
- All findings, corrective actions, and follow-up results are documented.
- Completed inspection reports are posted for workers to review.

Schedules, Responsibilities & Inspection Requirements

Tri-Energy Services Ltd. will ensure all work activities, work areas, equipment, materials, and specific hazards are included in the inspection program. All levels of employees—including senior managers, middle managers, supervisors, and workers—will participate in inspections.

Worksite Safety Inspections

- Weekly inspections will be conducted by management and supervisors.
- Inspections will include overall worksite conditions, PPE use, vehicle and equipment checks, housekeeping, and safety signage.
- Senior managers, middle management, and supervisors will participate in at least one annual worksite inspection.
- Workers are encouraged to participate in all worksite inspections.
- Findings will be documented on the Worksite Safety Inspection Observation Form.

Office Inspections

- Office conditions will be inspected quarterly to identify concerns related to housekeeping, equipment, and general safety.
- Inspections will be conducted by a supervisor with worker participation.
- Findings will be documented on the Office Inspection Form.
- Senior managers, middle management, and supervisors will participate in at least one annual office inspection.

Shop and Yard Inspections

- Supervisors, with worker participation, will inspect shop and yard conditions quarterly.
- Inspections will identify hazards and recommend corrective actions.
- Findings will be documented on the Shop and Yard Inspection Form.
- Senior managers, middle management, and supervisors will participate in at least one annual shop/yard inspection.

Fire Extinguisher Inspections

- Workers will inspect fire extinguishers monthly.
- Certified technicians will perform recertification in accordance with manufacturer requirements.

Vehicle Inspections

- Workers will perform pre-trip inspections on all company vehicles and personal vehicles used for work travel.
- Findings will be documented on the Vehicle Inspection Checklist Form.
- Service inspections will be completed by a qualified mechanic according to manufacturer specifications.

Equipment, Mobile Equipment & Tools

- Workers will perform daily pre-use inspections on all equipment and visual inspections on all tools.
- Service inspections will be completed according to manufacturer specifications.
- Formal inspections will be documented on the Equipment Inspection Form or Specialized Equipment Form.
- Supervisors and workers will jointly complete equipment inspections.

Personal Protective Equipment (PPE)

- Workers will visually inspect PPE daily or before each use.
- PPE inspections may be recorded during the hazard assessment process.
- Supervisors or designates will conduct formal PPE inspections according to manufacturer specifications.
- Fall protection harness inspections will be documented on the Harness Inspection Form.
- PPE inspections will be completed by both supervisors and workers.

INSPECTION PROGRAM - ADDITIONAL PROGRAM REQUIREMENTS

Purpose of Inspections
Tri-Energy Services Ltd. recognizes that regular inspections are essential for maintaining safe work environments.

Inspections allow us to:
- Monitor workplace conditions, equipment, and work procedures.
- Ensure compliance with regulatory requirements and due diligence obligations.
- Identify hazards before they lead to incidents or injuries.
- Determine where improvements to equipment, procedures, or worker training are required.
- Inspection results provide a clear list of deficiencies and potential problems requiring corrective action. Worker involvement in inspections strengthens hazard awareness and supports effective corrective measures.

Inspection Expectations

Tri-Energy Services Ltd. will ensure:
- Inspections acknowledge both acceptable and unacceptable performance.
- Inspections are conducted by trained supervisors competent in the areas they are inspecting.
- Workers identify substandard conditions, unsafe practices, and at-risk behaviours and take prompt corrective action.
- Inspectors receive written instructions, templates, and checklists covering all work activities, areas, equipment, materials, and hazards.
- Workers conducting inspections receive appropriate training, which may include documented on-the-job training, orientations, or third-party training.

Types of Inspections
Ongoing (Informal) Inspections
- **Tri-Energy Services Ltd. will ensure:**
- Workers conduct continuous inspections of their work areas, tools, equipment, and processes.
- Hazards identified during informal inspections are corrected immediately when possible.
- Supervisors are notified promptly of any hazardous conditions requiring further action.
- Management arranges follow-up actions such as unplanned safety meetings or corrective measures when needed.
- Ongoing inspections prevent small issues from developing into major hazards.

Formal (Planned) Inspections

Tri-Energy Services Ltd. will ensure:
- Formal inspections are conducted regularly and documented thoroughly.
- Inspections are planned, systematic, and followed by corrective action.

Formal inspections serve to:
- Identify existing and potential hazards.
- Identify safety code violations.
- Determine underlying causes of hazards.
- Monitor the effectiveness of hazard controls.
- Determine corrective actions to eliminate or minimize hazards.
- Reinforce and support safe work practices.

A strong inspection program is fact-finding, not fault-finding, and forms a key part of Tri-Energy's Health & Safety and Maintenance Program.

Inspection Reports

Inspection reports will:
- Identify hazards and recommend appropriate control measures.
- Include corrective actions such as equipment maintenance, hazard marking, additional PPE, or worker notification.
- Prioritize hazard elimination whenever possible.
- Use engineering, administrative, or PPE controls when elimination is not feasible.
- All inspection reports will be documented and retained for a minimum of three years.

Follow-Up Action & Deficiencies

Tri-Energy Services Ltd. will ensure:
- All deficiencies identified during inspections are followed up promptly.
- Serious or high-risk deficiencies are corrected immediately.
- Corrective actions are assigned to responsible individuals with target completion dates.
- All corrective actions are documented on the Corrective Action Form.

Responsibilities

Management Responsibilities

Management will:

- Follow and enforce the inspection schedule outlined in the Inspection Policy.
- Ensure any tool, equipment, vehicle, or PPE with deficiencies is tagged out, placed in a designated area, and not used until repaired.
- Ensure corrective actions are completed and documented.
- Maintain proper inspection records for at least three years.

Worker Responsibilities

Workers will:

- Immediately report unsafe conditions, hazards, and near misses to a supervisor.
- Conduct all required pre-use inspections on PPE, vehicles, tools, and equipment.
- Tag out any tool, equipment, vehicle, or PPE with deficiencies and refrain from using it until repaired.
- Participate in inspections and audits when requested.

TRI-ENERGY SERVICES LTD

QUALIFICATIONS, ORIENTATION & TRAINING POLICY

Training employee's aids in the development and maintenance of job-specific skills required to work safely and efficiently. Every employee level will benefit from increased learning and support in the workplace.

Tri-Energy Services Ltd. is committed to ensuring that all workers are competent, qualified, and properly trained to perform their duties safely. No worker will be assigned tasks unless they have the necessary qualifications, orientation, and training to carry out the work without undue risk to themselves or others.

1. Purpose

This policy ensures:

- Workers are competent and qualified for the tasks they perform.
- All workers receive appropriate orientation before starting work.
- Training is provided, documented, and maintained to meet legislative and industry requirements.
- Supervisors verify worker competency and provide ongoing instruction.

2. Company Commitment

Tri-Energy Services Ltd. will:

- Ensure all workers are trained in accordance with the Alberta OHS Act, Regulation, and Code.
- Provide training necessary for workers to understand hazards, controls, and safe work procedures.
- Verify that workers performing regulated or high-risk tasks hold valid certifications.
- Maintain accurate training records for all workers.
- Provide refresher training as required by legislation, industry standards, or internal policy.
- Ensure supervisors are competent and capable of assessing worker qualifications.

3. Worker Qualifications

Workers must:

- Hold all required certifications for their position (e.g., H2S Alive, First Aid, TDG, WHMIS, CSO).
- Demonstrate competency in equipment operation, safe work procedures, and hazard recognition.
- Notify their supervisor immediately if a certification expires or if they feel unqualified for a task.
- Participate in competency assessments when required.

Supervisors must:

- Confirm worker qualifications before assigning tasks.
- Ensure workers do not perform work beyond their training or competency level.

4. Orientation Requirements

All new workers, contractors, and visitors will receive a Tri-Energy Orientation before beginning work. Orientation will include:

- Company policies, rules, and expectations.
- Emergency response procedures and muster points.
- Hazard identification and reporting procedures.
- Roles and responsibilities under OHS legislation.
- Safe work practices and job-specific hazards.
- PPE requirements and proper use.
- Incident and near-miss reporting procedures.
- Workplace violence, harassment, and discrimination policies.

Orientation must be:

- Completed before work begins.
- Documented and signed by the worker and supervisor.
- Retained in the worker's training file.

5. Training Requirements

Tri-Energy Services Ltd. will ensure:

- Workers receive training specific to their job tasks, equipment, and work environment.
- Training includes both theoretical instruction and practical demonstration.
- Workers understand the hazards associated with their work and the controls in place.

Training is refreshed when:

- Legislation changes.
- New equipment or processes are introduced.
- A worker demonstrates unsafe behaviour.
- A significant incident or near miss occurs.
- High-risk tasks (e.g., confined space, fall protection, equipment operation) require formal certification.

6. Competency Verification

Supervisors will:

- Assess worker competency through observation, questioning, and practical demonstration.
- Document competency assessments where required.
- Provide additional coaching or training if competency is not demonstrated.
- Workers must not perform tasks unless they are competent and authorized.

7. Training Records

Tri-Energy Services Ltd. will:

- Maintain training records for all workers, including certificates, expiry dates, and competency assessments.
- Track training renewals and notify workers of upcoming expirations.
- Store records for a minimum of three years or longer if required by legislation or client standards.

8. Responsibilities

Employer Responsibilities

- Provide training, instruction, and supervision necessary for safe work.
- Ensure workers are competent and qualified.
- Maintain and update training programs.
- Provide access to required certifications and refresher courses.

Supervisor Responsibilities

- Verify worker qualifications before assigning tasks.
- Provide ongoing coaching and instruction.
- Conduct competency assessments.
- Ensure training records are accurate and up to date.

Worker Responsibilities

- Participate in all required training and orientation.
- Perform only tasks for which they are trained and competent.
- Follow all safe work procedures and use PPE correctly.
- Report expired certifications or training gaps to their supervisor.

9. Program Review

Tri-Energy Services Ltd. will:

- Review the Qualifications, Orientation & Training Program at least every three years.
- Update the program when legislation, equipment, or work processes change.
- Incorporate feedback from workers, supervisors, and the Health & Safety Committee.

TRI-ENERGY SERVICES LTD.

TRAINING AND COMPETENCY POLICY

1. Purpose
Tri-Energy Services Ltd. ensures that all workers receive the training, orientation, mentorship, and instruction required to perform their duties safely and competently. This policy applies to all new employees, transferred employees, self-employed persons, contracted employers, and visitors. All individuals must receive an orientation applicable to their position before performing any work tasks.

2. New Worker Orientation

2.1 Mandatory Orientation
All new or transferred workers must receive a safety orientation on their first day or within an appropriate time frame. Critical elements must be completed before any work begins. Workers who have been absent for more than three months must complete a New Worker Orientation before returning to work.

2.2 Orientation Content
The orientation will cover:

- Health and safety policies and procedures
- Health and safety responsibilities
- Workers' rights (right to refuse, right to know, right to participate)
- Task-specific hazards and controls
- WHMIS 2015 information
- Applicable regulatory requirements (OHS legislation, WCB, NSC)
- Discipline and enforcement policies
- Emergency response procedures
- Hazard, incident, and near-miss reporting
- Sign-off by the worker and the person conducting the orientation

2.3 Site-Specific Orientation
A site-specific orientation must be completed when arriving at any new worksite. If Tri-Energy cannot conduct the orientation, another qualified party on the worksite may do so.

3. Job-Specific and Formal Training

3.1 Job-Specific Training

- Workers will receive training that covers hazards and controls associated with their job tasks. Job-specific training may include:
- First Aid
- WHMIS
- H2S Alive
- Ground Disturbance
- Fall Protection
- Confined Space
- TDG
- PST/CSTS
- Leadership in Safety Excellence
- Contractor-required training
- Trade certifications
- Driver's license or special class license
- Workers leading hazard assessments, investigations, and inspections must complete applicable training.

3.2 Formal Training Verification
Workers must maintain valid certifications. Supervisors will verify and document all formal training on the Employee Formal Training Record.

4. On-the-Job Training (OJT)
On-the-job training is provided to ensure workers understand their tasks and work environment. Tri-Energy will identify job responsibilities and competency requirements for all OJT. This training will be documented on the On-the-Job Training Form and used to support competency development.

5. Competency Assessment
Before beginning regular duties, supervisors will assess worker competency through methods such as:

- On-the-job training
- Green-hand programs
- Testing
- Worksite observation checklists
- Inexperienced workers will be continuously supervised until they are deemed competent.

6. Refresher Training
Refresher training will be conducted periodically, at set intervals, or as required. All refresher training will be documented, and copies of certifications will be added to worker files.

7. Health and Safety Meetings
Tri-Energy will hold monthly health and safety meetings. Agendas, minutes, and attendance records will be maintained. Daily toolbox or tailgate meetings will be conducted at worksites.

8. Fit for Duty
Workers must be physically and mentally fit to perform their duties safely. Tri-Energy may remove a worker from duty if their actions or condition create a risk to themselves or others. Alternative duties or professional advice may be provided when appropriate. Violations related to the Drug and Alcohol Policy may result in disciplinary action.

9. Supervisor Training

Supervisors must complete leadership or supervisory training and must be competent in:

- Job responsibilities
- Regulations and legislative requirements
- Policies and procedures
- Coaching, evaluation, mentorship, and conflict management
- Emergency procedures
- Due diligence
- Incident investigation
- Hazard assessments
- Job observations
- Assessing alertness (fatigue, drug and alcohol)
- Managing right-to-refuse situations
- Training new workers
- Completing inspections
- Following up on hazards and inspections
- Documenting disciplinary action
- Only competent workers may become supervisors.

10. Roles and Responsibilities

Management Responsibilities

- Ensure workers fulfill training requirements
- Assess worker competence and assign tasks accordingly
- Provide all required training under applicable legislation
- Ensure inexperienced workers are supervised until competent

Worker Responsibilities

- Participate in all required training
- Inform management if they are not trained or qualified for a task

11. Record Keeping

Tri-Energy will maintain records of:

- Orientations
- On-the-job training
- Formal training
- Safety meetings
- Competency assessments
- These records will be used to track worker progress and training status.

12. Legislative Compliance
Tri-Energy will comply with all applicable federal, provincial, and municipal acts, regulations, statutes, codes, and standards. The company is responsible for ensuring workers are competent and trained to perform their assigned tasks safely.

Program	Managers	Supervisors	Workers/ Subcontractors	Frequency of Training
New Hire Orientation	Initially	Initially	Initially	Initially
Position Specific Orientation	Initially	Initially	Upon hire	When required
Fire Extinguisher Training	Initially	Initially	Upon hire	When required
First Aid	As Required	As Required	As Required	3 years
WHMIS	Upon hire	Upon hire	As Required	3 years
Fall Arrest Protection	As Required	As Required	As Required	3 years
H2S Alive	Upon hire	Upon hire	Upon hire	3 years
Confined Space	As Required	As Required	As Required	3 years
Transportation of Dangerous Goods (TDG)	As Required	As Required	As Required	3 years
PST / CSTS	As Required	As Required	As Required	As Required
Supervisory Training	As Required	As Required	As Required	As Required
Job Specific Training	As Required As per job scope and Legislation	As Required As per job scope and Legislation	As Required As per job scope and Legislation	When required
Formal Hazard Assessments	Initially – when required by role	Initially – when required by role	Initially – when required by role	Initially
Inspections	Initially – when required by role	Initially – when required by role	Initially – when required by role	Initially
Investigations	Initially – when required by role	Initially – when required by role	Initially – when required by role	Initially

TRI-ENERGY SERVICES LTD.

ENFORCEMENT / DISCIPLINARY PROGRAM

1. Purpose

The purpose of this Enforcement and Disciplinary Program is to ensure that all workers, supervisors, and management personnel comply with applicable Occupational Health and Safety (OHS) legislation, industry standards, and Tri-Energy Services Ltd.'s policies, procedures, and safe work practices. This program establishes a consistent, fair, and transparent process for addressing non-compliance and reinforces the company's commitment to injury prevention and continuous improvement.

2. Employer Commitment to OHS Compliance

Tri-Energy Services Ltd. is responsible for ensuring that all workers comply with the Alberta OHS Act, Regulation, and Code, as well as all internal health and safety requirements.

The employer will:

- Provide competent supervision to ensure work is performed safely
- Ensure workers are trained, knowledgeable, and competent for the tasks they perform
- Enforce safety rules consistently and fairly
- Take corrective action when workers fail to comply with OHS requirements
- Maintain documentation of all disciplinary actions

Failure by any worker or supervisor to comply with OHS legislation or company safety requirements will result in disciplinary action as outlined in this program.

3. Responsibilities for Enforcement

Management

- Administer and enforce this disciplinary program.
- Ensure supervisors understand and apply the disciplinary process consistently.
- Review serious or repeated violations and determine appropriate corrective actions, including suspension or termination.
- Ensure all disciplinary actions are documented and retained in employee files.

Supervisors

- Monitor worker performance and compliance with OHS legislation and company safety requirements.
- Provide clear instruction, coaching, and corrective feedback.
- Initiate disciplinary action when violations occur and escalate issues as required.
- Ensure workers receive adequate training, orientation, and task-specific instruction.

- **Workers**
- Comply with all OHS legislation, company policies, procedures, and safe work practices.
- Report hazards, unsafe conditions, and incidents immediately.
- Participate in required training and follow supervisory direction.
- Cooperate fully with investigations and corrective actions.

4. Training and Supervision Requirements

Tri-Energy Services Ltd. will ensure that:

- All workers receive orientation, task-specific training, and ongoing instruction appropriate to their duties.
- Supervisors are trained in hazard identification, enforcement of safety rules, and recognition of impairment or unsafe behaviours.
- Workers are supervised by competent personnel who can verify safe work practices and correct unsafe actions.
- Additional training or re-training is provided following incidents, near misses, or repeated non-compliance.
- Adequate training and competent supervision are prerequisites to applying disciplinary action.

5. Progressive Disciplinary Process

The disciplinary process is designed to correct unsafe behaviour, reinforce expectations, and prevent recurrence. Depending on the severity of the violation, steps may be applied progressively or skipped entirely at management's discretion.

5.1 Verbal Warning

- A verbal warning is issued when a worker violates a safety requirement or engages in behaviour that jeopardizes health and safety.
- The supervisor will explain the violation, required corrective action, and expectations moving forward.
- A written record of the verbal warning will be placed in the employee's file.

5.2 Written Warning (Documentation)

- A written warning is issued when:
- A worker repeats a violation, or
- The initial violation is of a more serious nature.
- The written warning will:
- Describe the violation
- Outline required corrective actions
- Identify consequences for continued non-compliance
- A copy will be retained in the employee's file.

5.3 Suspension

A suspension may be issued when:

- Violations are repeated after prior warnings, or
- The violation presents a significant risk to workers, equipment, or the environment.
- Suspensions will be documented and specify the duration and conditions for return to work.

5.4 Dismissal / Termination

Termination may occur when:

- A worker commits a severe breach of safety rules or OHS legislation
- The violation involves substance abuse, violence, or conduct that endangers others
- Repeated violations occur despite prior corrective actions
- Termination decisions will be made by management following review of all relevant information.

6. Management Discretion

Management reserves the right to bypass progressive steps and apply the level of discipline appropriate to the severity of the violation. All decisions will be made in alignment with OHS legislation, company policy, and principles of fairness and due diligence.

7. Commitment to Safety Improvement

Tri-Energy Services Ltd. is committed to working collaboratively with all employees to promote a strong safety culture. Disciplinary action is intended not as punishment, but as a tool to reinforce safe behaviours, prevent injuries, and ensure compliance with legal and organizational requirements.

TRI-ENERGY SERVICES LTD

EMERGENCY RESPONSE POLICY AND PLAN

1. Tri-Energy Emergency Response Policy

Tri-Energy Services Ltd. is committed to ensuring that all workers, contractors, visitors, and members of the public are protected through effective emergency preparedness, response, and recovery measures. Tri-Energy will maintain Emergency Response Plans (ERPs) that:

- Identify all foreseeable emergencies associated with Tri-Energy operations
- Provide clear procedures for prevention, response, and recovery
- Ensure workers understand the location and use of emergency facilities, equipment, and outside emergency services
- Ensure alarms, communication systems, and evacuation procedures are clearly defined and practiced
- Designate trained rescue personnel competent to respond to site-specific emergencies
- Require simulated emergency exercises at appropriate intervals to maintain competency
- Meet or exceed Alberta OHS Act, Regulation, and Code requirements, as well as client and industry standards
- Tri-Energy will ensure ERPs are reviewed annually, after drills, after emergency events, and whenever work processes or site conditions change.

2. Objectives

Tri-Energy's Emergency Response Program is designed to:

- Protect life, health, and safety
- Prevent or minimize property damage
- Reduce environmental impact
- Ensure rapid, coordinated response actions
- Support efficient recovery and return to normal operations
- Maintain worker confidence through training and preparedness

3. Responsibilities

3.1 Management

Management will:

- Ensure ERPs are developed, implemented, and maintained
- Provide adequate resources, equipment, and training
- Ensure ERPs meet legislative and client requirements
- Ensure annual emergency drills are conducted and documented
- Correct deficiencies identified during drills or actual events
- Ensure workers are trained and competent in emergency procedures

3.2 Supervisors

Supervisors will:

- Ensure workers understand and follow ERP procedures
- Lead emergency response actions until emergency services arrive
- Maintain access to emergency equipment and communication devices
- Ensure workers participate in orientations and drills
- Control evacuations and account for personnel at muster points

3.3 Workers

Workers will:

- Follow all emergency procedures
- Participate in orientations and drills
- Report emergencies immediately to their supervisor
- Use emergency equipment only if trained and safe to do so
- Never re-enter an evacuated area until authorized

4. Emergency Response Planning Requirements

Tri-Energy will maintain an ERP for each worksite that includes:

- Identification of potential emergencies
- Procedures for each identified emergency
- Location and use of emergency facilities (first aid room, eyewash, fire equipment, muster points, spill response stations)
- Identification of outside emergency services available for off-site locations (fire department, medical clinic/hospital, spill contractor, rescue provider)
- Requirement to review outside services with workers prior to commencing work
- Fire protection requirements
- Alarm and communication procedures
- First aid requirements and responder roles
- Rescue and evacuation procedures
- Designation of trained rescue personnel
- Muster point locations and escape routes
- Contact numbers for internal and external emergency services

- Location of SDS sheets and critical documents
- ERPs will be reviewed:
- Annually
- After drills
- After any emergency event
- When work processes or site conditions change

5. Identified Emergency Types

Based on hazard assessments, Tri-Energy recognizes the following potential emergencies:

1. Fire or explosion
2. Confined space emergencies
3. Fall rescue
4. H2S or toxic gas release
5. Serious injury or fatality
6. Emergency transportation requirements
7. Severe weather events
8. Hazardous material spills
9. Motor vehicle incidents

Additional emergencies may be added as identified through hazard assessments or client requirements.

6. Worker Orientation & Training

All workers will receive ERP training during:

- New Worker Orientation
- Site-specific orientation
- Job-specific training
- Annual emergency drills

Training includes:

- Location and use of first aid supplies
- Fire extinguishers and fire response
- Eyewash stations and rescue equipment
- Communication devices and emergency contact numbers
- Muster points and evacuation routes
- SDS locations
- Roles and responsibilities during emergencies
- Workers must demonstrate understanding of ERP procedures before performing work.
- Review of outside emergency services for off-site work locations
- Review of evacuation and rescue procedures specific to the worksite

7. Emergency Response Drills

Tri-Energy will conduct at least one emergency response drill annually at each active worksite. Drills will:

- Test ERP effectiveness
- Evaluate worker readiness
- Identify gaps or deficiencies
- Reinforce emergency procedures
- A written drill report will document:
- Date and time
- Type of drill
- Participants
- Observed deficiencies
- Corrective actions and completion dates
- Records will be maintained for audit purposes.

8. Emergency Reporting Procedures

All emergencies must be reported immediately to the supervisor. Reporting requirements include:

- Nature of the emergency
- Location
- Injuries or exposures
- Hazards present
- Required assistance
- Supervisors and designated responders will:
- Secure the scene
- Provide first aid
- Contact emergency services if required
- Initiate evacuation if necessary
- Prevent re-entry until the area is declared safe
- Workers must not attempt rescue unless trained and authorized.

WORKING AT HEIGHTS - CODE OF PRACTICE

Purpose and Scope

This Tri-Energy Services Standard Operating Procedure and associated Life-Saving Rule have been developed to aid workers in eliminating or minimizing fall hazards, and ensure workers are protected while working at heights. Whenever practicable, guardrails will be installed to prevent workers from falling.

This Standard Operating Procedure also outlines the proper training, procedures, and equipment and record retention requirements for working at heights.

Definitions

Anchor Point

A secure connecting point capable of safely withstanding the impact forces applied to it by a Fall Protection System.

Carabiner

A connecting component that:

- Generally, consists of a trapezoidal or oval body with a self - locking gate that requires at least two consecutive, deliberate actions to open to permit the body to receive an object and that when released, automatically closes and locks to prevent unintentional opening. Has an ultimate tensile strength of at least 22.2 kN.

Continuous Fall Protection

A fall protection system or combination of systems that will provide continuous protection to prevent a fall, such as:

- A personal fall arrest system using a twin lanyard where one lanyard remains connected to an anchor point.
- Use of a travel restraint system for the installation or removal of a permanent guard rail.

Control Zone

- The area within 2 m of an unguarded edge of a level, elevated work surface.
- Engineered Designed and/or approved by a Registered Professional Engineer.

Fall Protection System

- A Control Zone, Safety Net, Travel Restraint System or Personal Fall Arrest System designed to prevent a worker who is working at heights from falling.

Free Fall Distance

- The vertical distance from the point where a worker falls to the point where the fall arrest system begins to cause deceleration of the fall.

Full-Body Harness

- A body support consisting of connected straps designed to distribute force over at least the thighs, shoulders and pelvis to which a Lanyard or Lifeline or connecting components can be attached.

Horizontal Lifeline System

- A system composed of a synthetic or wire rope, secured horizontally between two or more anchor points, to which a worker attaches a Travel Restraint or Personal Fall Arrest System.
- A flexible line of webbing or synthetic or wire rope that is used to secure a Full-Body Harness to a Lifeline or Anchor Point.

Lifeline

- A length of synthetic or steel wire rope, attached to an independent Anchor Point. It is rigged from one or more Anchor Points; to which a worker is anchored

Personal Fall Arrest System

- An assembly of components that will arrest a workers fall when properly assembled and used together, and when connected to a suitable Anchor Point.

Rope Grabs

- A device that travels along a lifeline and will lock onto it in the event of a fall.

Suspension Trauma

- Suspension trauma is a potentially fatal condition that occurs when a worker is suspended motionless in a fall-arrest harness after a fall. The body is held upright, but the worker cannot use their leg muscles to assist circulation. This leads to rapid blood pooling in the legs and a dangerous drop in blood pressure. Without prompt rescue, the worker can lose consciousness and suffer cardiac arrest.

Swing Fall

- A term used to describe the action of a fallen worker swinging like a pendulum below the anchor point. Swing fall is created when a worker uses an anchor point which is not directly above, or in line with the potential fall path. Swing fall can cause extensive injuries, due to contact with equipment, buildings, etc.

Travel Restraint System

- A system that prevents the worker from reaching the edge of a structure from which a worker could fall.

Unusual Risk of Injury

- With respect to the risk of injury from a fall; there is a risk of injury greater than the risk of injury from impact on a flat surface.

1. Training

All workers who perform tasks at height must receive fall protection training. All training provided to workers engaged in work at heights shall address the requirements necessary to comply with applicable provincial fall protection regulations. Workers who complete this training will be considered trained in the use of fall protection equipment. However, this training alone does not make a worker competent or qualified to install engineered fall arrest systems. Installation of engineered systems requires additional practical instruction, supervised field experience, and demonstrated competency.

2. Requirements

The information provided in this document is intended for general guidance only and may not apply to all situations. It is not a comprehensive interpretation of government regulations and does not exempt users from their legal responsibilities under applicable legislation. Always consult the relevant provincial legislation for specific requirements.

Work performed above the 3metre threshold should be avoided whenever reasonably practicable. Consider alternative methods such as the use of a man lift, basket scaffolding, or similar equipment supplied and operated by a certified thirdparty contractor with an established Fall Protection Plan.

If these alternatives are not feasible, contact TriEnergy Services for support in completing the required Fall Protection Planning documentation, TEOFHSE030 Elevated Work Fall Protection Plan, provided in Annex A.

3. Ascending/Descending Ladders and Working from Ladders

Climbing ladders is a routine activity in our workplace and can present fall hazards during both ascent and descent. When selecting and using a ladder, consider factors such as ladder height, material, type, the nature of the work being performed, and whether fall protection is required.

Refer to **Figure 1** to determine if a fall protection system, a Fall Protection Plan (FPP), and a rescue plan are required for the task. All fixed ladders must be designed and installed in accordance with **PIP Standard STF05501: Fixed Ladders and Cages**

3.4 Greater than 3.0 meters (Permanent and Temporary Work Areas)

Tri-Energy Services requires the use of fall protection systems for all work conducted at heights of 3.0 m or greater, including temporary structures. This internal standard exceeds current provincial requirements and applies across all Tri-Energy divisions and operations.

Guardrails Installed:

- When guardrails are in place, no additional Fall Protection System or Fall Protection Plan (FPP) is required.

Guardrails Not Installed:

- If guardrails are not present, workers must use a Fall Protection System and an FPP must be developed.

The Fall Protection System may consist of one or more of the following:

- A Control Zone
- A Safety Net
- A Travel Restraint System
- A Personal Fall Arrest System

3.5 Fall Protection Plans (FPP)

A unique FPP is not required for every individual work site. When identical fall hazards exist across multiple locations, and the same fall protection equipment and rescue procedures apply, a single FPP may be used for all such locations. Alternatively, one comprehensive FPP may be developed to address all fall hazards likely to be encountered during normal operations.

A new or revised FPP is only required when a unique or non-routine work situation arises.

An FPP will specify:

- The fall hazards present
- The Fall Protection System to be used
- The anchors to be used
- Confirmation that clearance distances below the work area are sufficient to prevent a worker from striking the ground or any obstruction
- Procedures for assembling, maintaining, inspecting, using, and disassembling the Fall Protection System
- Rescue procedures to be followed if a worker falls and is suspended by a Personal Fall Arrest System or Safety Net

A copy of the applicable FPP will be made available to any worker performing tasks where a fall hazard exists. All FPPs will be retained for a minimum of two (2) years from the date of issue and will be updated whenever conditions affecting fall protection change.

3.6 Guardrails Requirements

Guardrails installed for fall protection shall meet the following specifications:

- The top horizontal member must be positioned between 920 mm and 1070 mm above the working surface.
- The intermediate horizontal member must be evenly spaced between the top member and the working surface (or between the top and bottom members, if a bottom member is installed).

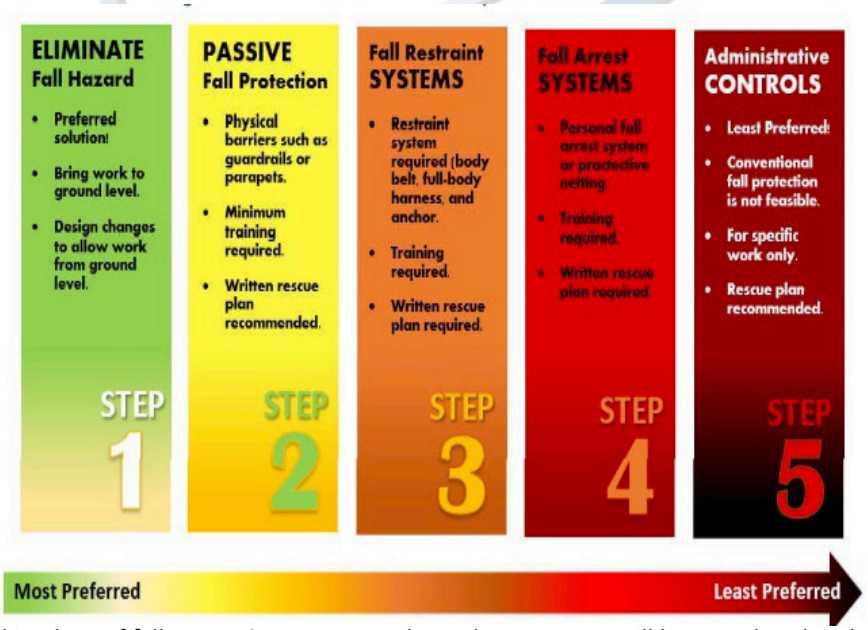
The guardrail system must be supported along its entire length by vertical members that:

- Are installed at each end of the guardrail,
- Are spaced no more than 2.4 m apart, and
- Are constructed, at minimum, from 38 × 89 mm (2×4 in.) lumber or material with equal or greater strength.
- Intermediate horizontal members are not required when the guardrail is fully sheeted (e.g., plywood installed between the horizontal and vertical members).
- The guardrail must be securely fastened so it cannot move in any direction if struck or if contacted by a worker, materials, or equipment.

4. Risk Management

The preferred method of mitigating fall hazards is to eliminate the potential for a fall by redesigning the task so the work can be performed at ground level. When elimination is not possible, the next preferred control is the use of passive physical barriers such as guardrails. If passive systems cannot be used, fall restraint and fall arrest systems will be applied as required.

During the planning of any work where permanent guardrails are not present and tasks must be performed at height, the use of temporary work platforms equipped with guardrails will be evaluated and implemented wherever practicable.



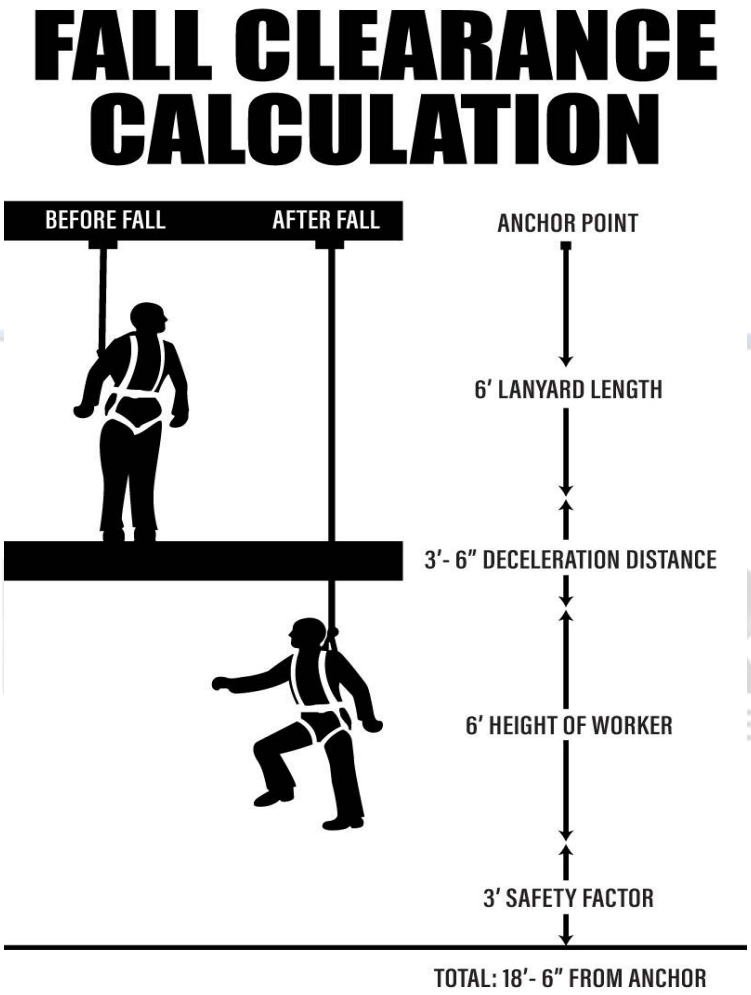
When procedures are used in place of fall protection systems, a hazard assessment will be completed and the procedure will be documented in writing. All workers required to follow the procedure must be deemed competent in both the procedure itself and in fall protection principles.

In addition, the procedures will:

- Be written to minimize the number of workers exposed to a fall hazard during the task.
- Restrict the work to light-duty tasks of short duration.
- Require that any inspection, investigation, or assessment activities occur before the work begins or after the work has been completed.
- Ensure that workers are not exposed to additional hazards as a result of following the procedure.

5. Fall Protection Calculations

A fall protection calculation will be completed to verify that the system provides adequate safety for the worker. The following illustrates a typical example of a fall protection calculation:



Assumptions:

- The worker is 1.8 m tall, using a 1.8 m long lanyard.
- The combined weight of worker, clothing and equipment is approximately 100 kg.

Where:

A = Length of lanyard (1.8 m)
B = Shock absorber deployment distance (1.75 m)
C = Harness stretch and D-ring slide (0.30 m for a standard harness / 0.75 m for a stretch harness)
D = Worker height (1.80 m)
E = Safety factor (0.60 m)
F = Total required clearance (F = A + B + C + D + E)

5.1 Fall Protection Rescue

A prompt and effective rescue is a critical component of any fall protection system. All rescue equipment and designated rescue personnel identified in the Fall Protection Plan (FPP) must be present, fully functional, and immediately available at all times while workers are performing tasks at height. Work must not proceed unless a suitable and executable rescue plan is in place. If a safe and timely rescue cannot be assured, a dedicated high-angle rescue team must be assigned for the duration of the work.

Tri-Energy Services Ltd. maintains a significant internal capability in this area. All Tri-Energy scaffolders and supervisors are highly trained and competent in high-angle rescue techniques, including suspended-worker retrieval, ladder-based rescue, pick-off rescue, and complex rigging-based access scenarios. Their training includes:

- Recognition of suspension trauma and time-critical rescue requirements
- Use of specialized rescue systems such as haul kits, descent devices, and controlled-lowering systems
- Anchor selection, load assessment, and rope-based rigging principles
- Safe approach procedures for compromised or injured worker
- Coordinated rescue communication and scene management
- Practical scenario-based rescue drills conducted at height

This internal capability ensures that Tri-Energy crews can respond immediately and effectively to a fall event without relying solely on external emergency services, which may not be able to reach the worker within the required timeframe.
Where work at height presents a risk of worker suspension, such as on bridges, elevated pipe racks, process structures, towers, or other elevated industrial assets, Tri-Energy ensures that competent high-angle rescue personnel are on site and ready to deploy. These individuals are capable of performing both simple and complex rescues, including situations where the fallen worker is suspended in a harness, entangled in structure, or located in a position that requires rope-based access.

In situations where the complexity, height, or configuration of the worksite exceeds the capability of the on-site team, Tri-Energy will supplement its internal resources by contracting a specialized High Angle Rescue Team to support operations. This ensures that every worksite maintains a rescue capability that is appropriate to the hazards present and compliant with regulatory requirements.

6.0 Fall Restrict Systems

A Fall Restrict System is a system or combination of controls designed to prevent a worker from falling while working at height. This can be achieved by limiting where a worker is able to position themselves, using equipment that eliminates available fall distance, or implementing controls that prevent a worker from reaching the edge of a structure or any location from which a fall could occur.

6.1 Control Zones

The following requirements apply when a Control Zone is used as a Fall Restrict System:

- A Control Zone may only be used when a worker could fall from a level surface toward an unguarded edge, or from a surface that slopes inward away from an unguarded edge.
- A Control Zone must not be used to protect workers from falling from a skeletal structure.
- The Control Zone must be at least 2 m wide when measured from the unguarded edge.
- The Control Zone must be clearly marked using an effective raised warning line or another method that provides equivalent visibility and warning.
- If a worker must enter the Control Zone, the following requirements apply:
- A worker who is only passing through the Control Zone to enter or exit the work area is not required to use a fall protection system, provided the worker follows the most direct and efficient route to or from the unguarded edge. This allowance is intended solely for brief, uninterrupted travel through the zone and does not apply to any situation where the worker pauses, performs tasks, or deviates from the direct path.
- A worker performing any work within the Control Zone must use a Fall Restrict System.

6.2 Rope Adjustment Devices

All rope adjustment devices used as part of a fall protection system must be approved to the applicable CSA standards. These devices must be designed and manufactured specifically for fall protection applications and must be compatible with the lifelines, harnesses, and connectors they are used with. Rope adjustment devices must allow controlled movement along the lifeline while preventing unintended slippage, and they must be inspected before each use to ensure proper function and integrity.

6.3 Temporary Anchors

- When a Temporary Anchor is used as part of a Fall Restrict System, it must meet the following requirements:
- It must have a minimum breaking strength of at least 3.5 kN (800 lbs) per worker attached, in any direction in which a load may be applied.
- It must be installed, used, and removed in strict accordance with the manufacturer’s specifications or the direction of a professional engineer.
- It must be removed from service upon completion of the specific work project for which it was installed, or by the date specified by the manufacturer or professional engineer, whichever occurs first.

6.4 Travel Restraint Systems

The following requirements apply when Travel Restraint is used as a Fall Restrict System:

- The system must be installed and used in accordance with the manufacturer's specifications and is to be used only for leading-edge fall protection.
- A copy of the manufacturer's specifications must be available at the work location at all times.
- Any fabric, netting, or similar components used in the system must be drop-tested in accordance with regulatory requirements or certified by a professional engineer.
- All workers must be trained in the proper use, limitations, and inspection requirements of the system.
- A basic Travel Restraint System consists of:
- A full-body harness
- A lanyard
- A lifeline
- A rope grab used to connect the full-body harness or lanyard to the lifeline
- An approved anchorage point
- Travel-restraint arrangements must be thoroughly planned, with careful consideration given to:
- Selection of appropriate system components
- Identification and verification of adequate anchor points
- Identificaton of all fall hazards within the proposed work area
- Two common Travel Restraint configurations are used:
- Connecting an adequately anchored lifeline directly to the D-ring of the worker's full-body harness. In this configuration, the total length from the anchor point must be short enough to prevent the worker from reaching any fall hazard.

Attaching a lanyard from the D-ring of the worker's full-body harness to a rope grab on an adequately anchored lifeline. In this case, there must be a means, such as a knot or stopper device, to prevent the rope grab from sliding to a point where the worker is no longer restrained from reaching a fall hazard.

7. Personal Fall Arrest Systems

A Personal Fall Arrest System is an active protective system that engages only when a fall occurs. Its purpose is to ensure that a worker does not strike the ground, a lower level, or any object that could cause injury during a fall event. When properly selected, installed, and used, a Personal Fall Arrest System limits both the distance and the forces experienced by the worker.

A Personal Fall Arrest System will:

- Prevent a worker from falling more than 1.2 m when no shock absorber is used, and prevent a fall of more than 2.0 m when a shock absorber is incorporated into the system.
- Limit the maximum arresting force applied to the worker to 6 kN (1350 lbs), unless an E6 shock absorber is used, in which case the maximum arresting force will not exceed 8 kN (1800 lbs).
- Be connected to a lifeline or anchor point with a minimum breaking strength of 22.2 kN (5000 lbs).

7.1 Anchor Points

Anchors used for Fall Restrict Systems or Personal Fall Arrest Systems must meet the following requirements:

- Anchors must be visually inspected before attaching any Fall Restrict System or Personal Fall Arrest System. Any anchor found to be damaged must be removed from service and either replaced or repaired and re-certified before further use.
- Anchors must be appropriate for the type of work being performed and suitable for the loads that may be applied.
- Anchors must be used exclusively for personal fall protection systems and must not be connected to any component used to support or suspend a work platform.
- Additional requirements include:
- Eyebolts with small diameters can create a risk of roll-out, where the snap hook unintentionally disengages. For this reason, connecting a lanyard around an anchor point and back onto itself using its snap hook is not acceptable.
- Wire-rope slings used as anchors must be terminated at both ends with a Flemish eye splice, rated to at least 90% of the wire rope's minimum breaking strength.

7.2 Permanent Anchor Points

When a Permanent Anchor Point is used in either a Fall Restrict System or a Personal Fall Arrest System, it must meet the following requirements:

- It must be capable of withstanding all potential impact forces applied to it and must have a minimum breaking strength of 22.2 kN (5000 lbs) per attached worker, or a strength equal to at least twice the maximum arresting force, in any direction in which a load may be applied.
- This requirement does not apply to the anchors used in Flexible Horizontal Lifeline Systems, which are subject to separate engineered design criteria.

7.3 Temporary Anchor Points

When a Temporary Anchor is used in a Personal Fall Arrest System, it must meet the following requirements:

- It must have an ultimate load capacity of at least 3.5 kN (800 lbs) per worker attached.
- It must have a minimum breaking strength of at least 16 kN (3600 lbs), or twice the maximum arresting force per attached worker, in any direction in which a load may be applied.
- It must be installed, used, and removed strictly in accordance with the manufacturer's specifications or the direction of a professional engineer.
- It must be permanently marked as suitable for Travel Restraint only.
- It must be removed from service upon completion of the specific work project for which it was installed, or by the date specified by the manufacturer or professional engineer, whichever occurs first.

7.4 Connectors

All connectors must be CSA approved, and be:

- Self-closing and self-locking.
- Opened by at least two consecutive deliberate manual actions.
- Marked with its breaking strength in the major axis, and the name or trademark of the manufacturer.

7.5 Full-Body Harness

Workers will wear a CSA-approved full-body harness as part of any Personal Fall Arrest System. Full-body harnesses must meet the following requirements:

- They must be maintained in good condition and properly fitted to the worker to ensure effective performance.
- All metal components must be made of drop-forged steel and proof-tested to a minimum strength of 22.2 kN (5000 lbs).
- All ropes and straps connected to an eye or D-ring on the harness or connecting linkage must be protected from chafing by a properly installed protective thimble.
- The connecting linkage between the harness and the lifeline or anchor point must be configured so that the worker cannot fall more than 1.2 m before the system engages.
- Workers must be trained in the safe use, inspection, and limitations of full-body harnesses and fall protection systems.

7.6 Lanyards

Lanyards used for fall protection must be CSA-approved. Additional requirements include:

- A lanyard used by a worker must be constructed of wire rope or another material suitable for the hazard when tools, chemicals, heat sources, or corrosive agents are present that could sever, abrade, or burn a standard lanyard.
- If a worker is required to work near an energized conductor, or in any environment where a conductive lanyard cannot be used safely, an alternative effective means of fall protection must be implemented.
- The lanyard must be kept as short as reasonably practicable for the work being performed to minimize potential free-fall distance.
- The lanyard must be equipped with suitable, self-locking snap hooks that prevent roll-out and unintentional disengagement.

7.7 Life Safety Ropes

Lifelines must be CSA-approved and meet the following requirements:

- They must extend downward to within 1.2 m of ground level or another safe lower surface to ensure adequate reach during a fall event.
- They must remain free of knots or splices throughout the travel portion, except for a stopper knot at the lower end. Lifelines must be effectively protected from abrasion caused by sharp or rough edges, and from exposure to heat, flame, chemicals, or other damaging conditions.
- They must be constructed of materials appropriate to the hazards present in the work area and capable of withstanding adverse environmental effects. Lifelines may be made of wire rope or approved synthetic materials.
- They must be installed and used in a manner that minimizes swing hazards and limits the potential swing-drop distance to no more than 1.2 m in the event of a fall.
- They must be fastened to an anchor plate with a minimum breaking strength of 22.2 kN (5000 lbs), and the anchor plate must not be used to suspend any platform or other load.

7.8 Horizontal Lifelines

Horizontal lifelines connect the components of a Personal Fall Arrest System to a suitable anchorage and must be CSA-approved.

Temporary horizontal lifelines must meet the following requirements:

- They must be constructed of wire rope with a minimum diameter of 12 mm and a specified breaking load of at least 89 kN (20,000 lbs).
- All connecting hardware, including shackles and turnbuckles, must have a tensile strength of at least 71 kN (16,000 lbs).
- End anchors must have a load capacity of not less than 71 kN (16,000 lbs).
- The horizontal lifeline span must be no less than 6 m and no more than 18 m.
- The elevation of the lifeline must be at least 2 m above the working surface to ensure adequate clearance and proper system performance.

7.9 Self-Retracting Devices

All retractable devices must be CSA-approved and meet the following requirements:

- They must be anchored above the worker unless the manufacturer's specifications explicitly permit an alternative anchor location. Anchoring above the worker reduces free-fall distance and ensures proper device performance.
- They must be used in a manner that minimizes swing hazards and limits the potential swing-drop distance to no more than 1.2 m in the event of a fall. Proper positioning of the device and anchor point is essential to controlling swing-fall forces and preventing contact with lower levels or obstructions.

7.10 Shock Absorbers

The worker will attach a CSA-approved shock absorber between the full-body harness D-ring and the vertical anchorage point. The shock absorber must be used in accordance with the manufacturer's specifications and positioned so that it can effectively reduce arresting forces during a fall event. Proper installation and compatibility with the harness, lanyard, and anchorage are essential to ensure the system performs as intended.

7.11 Man-Lifts / Scissor Lifts

The following requirements apply to the use of man-lifts and scissor lifts:

- Warning devices: Erect appropriate warning devices to clearly indicate that man-lift or scissor-lift operations are in progress.
- Barricades and signage: Install barricades and warning signs to restrict unauthorized access to the work area and protect pedestrians and other workers.
- Traffic/flagging control: Ensure a designated flag person is on site when required by site conditions or traffic management needs.
- Spotter: Assign and clearly identify a spotter to assist the operator with positioning, movement, and hazard awareness.
- Communication: Establish and maintain an effective means of communication between the operator and the spotter (e.g., radio, agreed-upon hand signals).
- Fall protection: Ensure appropriate fall arrest protection is in place and used in accordance with regulatory and manufacturer requirements.
- Safe work procedures: Follow the specific make- and model-based safe work procedures for the man-lift or scissor lift step by step, without deviation.
- Distraction-free operation: Do not use hand-held devices (such as cell phones, two-way radios, or similar equipment) while operating the lift, except where required for essential communication and only when it is safe to do so.

8.0 Portable Ladders

All workers who are required to use ladders will be provided with ladder safety training. This training will ensure that workers understand the proper selection, inspection, setup, and use of ladders, as well as the hazards associated with ladder work. Workers must demonstrate competency in safe ladder practices before performing any task that involves ladder use.

8.1 Ladder Inspections

Ladders must meet the following requirements:

- Inspection: Ladders must be inspected for defects—such as missing, damaged, or loose parts—prior to each use, after any incident that could affect their safe condition (e.g., being tipped over), and after any modification. Any ladder found to be defective must be immediately tagged and removed from service until it is repaired to original design specifications or destroyed.
- Condition and suitability: Ladders must be in excellent repair, and the correct ladder type and size must be selected for the task.
- Standards compliance: Only portable ladders manufactured to applicable CSA or ANSI standards (CSA CAN3-Z11-M81 (R2005), ANSI A14.1-2000, ANSI A14.2-2000, or ANSI A14.5-2000, depending on ladder type) may be used.
- Labeling: Ladders must have a CSA or ANSI label affixed and must be marked to indicate the grade of material and the intended use.

- Wooden ladders: All wood components must be free from sharp edges, splinters, shakes, or other visible defects. Wooden ladders must not be painted, as paint can conceal damage.
- Rungs and steps: Ladder rungs, cleats, and steps must be parallel, level, and evenly spaced. Ladders with loose, broken, or missing rungs, split side rails, or any other hazardous defects must not be used. Improvised repairs are strictly prohibited.
- Stepladders: Stepladders must have legs that are securely held in position by metal braces or an equivalent rigid support.
- Extension ladders: Extension ladders must be equipped with locks that securely hold the ladder sections in the extended position.
- Slip prevention: Portable single or extension ladders must have a non-slip base or be held, tied, or otherwise secured to prevent slipping.
- Prohibited practices: Ladders must not be lashed together to increase their length.

Maximum lengths:

- 5 m for a trestle ladder or for each section of an extension trestle ladder
- 6 m for a stepladder
- 9 m for a single ladder or individual ladder section
- 14.6 m for a two-section extension ladder
- 20 m for an extension ladder with more than two sections

Post-incident inspection:

If a ladder is tipped over, a competent person must inspect it for dents or bends in the side rails, excessively dented rungs, damaged rung-to-rail connections, loose or damaged hardware, and sheared rivets. Should the ladder be found damaged and unusable, it is to be disposed of immediatley.

8.2 Care of Ladders

Ladders shall be maintained in good condition at all times - the joint between the steps and side rails shall be tight, all hardware and fittings securely attached, and the movable parts shall operate freely without binding or undue play.

- Metal bearings of locks, wheels, pulleys, etc., shall be frequently lubricated.
- Frayed or badly worn rope shall be replaced. Safety feet and other auxiliary equipment shall be kept in good condition to ensure proper performance.
- Rungs shall be kept free of grease and oil.
- Ladders shall be stored in a well-ventilated area in a manner to prevent sagging and warping.

8.3 Use of Stepladders

Stepladders must be used in accordance with the following requirements:

- Condition and selection: Stepladders must be in excellent condition, and the correct ladder type and height must be selected for the task. They may only be used on clean, stable, and even surfaces.
- Top-step restrictions: No work may be performed from the top two steps of a stepladder unless the manufacturer's specifications explicitly allow it.
- Fully opened position: Stepladders must be used only in the fully opened position, with the spreader bars locked securely in place.
- Back bracing: The rear bracing on a stepladder is designed solely to provide stability and must not be used for climbing.
- No overreaching: Workers must not overreach while on a stepladder. They must climb down and reposition the ladder closer to the work.
- No scaffold support: The top of a stepladder must never be used as a support for scaffolding or any other structure.

8.4 Inspection, Storage and Maintenance

Fall protection equipment must meet the following inspection, removal-from-service, and storage requirements:

- Inspection frequency: All fall protection equipment must be inspected before and after every use to ensure it is in safe working condition.
- Post-fall removal: Any component of fall protection equipment that has been subjected to a fall event must be immediately tagged and removed from service.
- Defective equipment: Any equipment found to have deficiencies during inspection must be immediately tagged and removed from service until it is repaired to the manufacturer's original specifications or permanently removed from use.
- Storage conditions: Equipment must be stored in a clean, dry environment, protected from direct sunlight, excessive heat, chemicals, and other damaging conditions.
- Drying requirements: Wet equipment must be thoroughly dried before storage to prevent deterioration.
- Harness storage: Full-body harnesses must be hung up when stored to maintain their shape and prevent damage.
- Manufacturer compliance: All fall protection equipment must be maintained, cleaned, and stored in accordance with the manufacturer's instructions.

Fall Protection Plan - Page 1

Elevated Work/ Fall Protection Plan	TEOF-HSE-030

Date:		Prepared By:		Working Height:	10 to 20 Ft	
Jobsite:		Work Location			Over 20 Ft	
Job Scope (Erecting Scaffold/ working on a roof etc)						
Tri-Energy Fall Protection policy Reviewed		Site Fall Protection Policy Reviewed				
Permit #		Rescue Plan required/ Rescue Plan completed				

Identify Fall Hazards

Why is fall protection required? / Objects below workers?/ Clearance distance below worker?

Fall Protection System Used	Yes	No	N/A
Full Body Harness	☐	☐	☐
Shock Absorber	☐	☐	☐
Cable Tie Off Adaptor	☐	☐	☐
Single Lanyard	☐	☐	☐
Double Lanyard	☐	☐	☐
Retractable Lanyard	☐	☐	☐
Vertical Life Line	☐	☐	☐
Harness Leg Loops	☐	☐	☐
Ascender/Descender Safety Net	☐	☐	☐
Climb Rated Carabiner Tripod	☐	☐	☐
Beam Clamp Slings	☐	☐	☐
Other (Explain)_____	☐	☐	☐

Anchor System	
Anchor Location #1	Anchor Strength: (Lbs)
Anchor Location# 2	Anchor Strength: (Lbs)
Anchor Location #3	Anchor Strength: (Lbs)
Anchor Location# 4	Anchor Strength: (Lbs)
Anchor Location #5	Anchor Strength: (Lbs)

Procedure

Required Yes or No?		If required are manufacturer or Engineering specifications attached ?

Procedures to assemble, maintain, inspect and disassemble the fall protection system.
Example: a horizontal lifeline or safety net. Write and explanation or sketch if required

Rescue Procedures

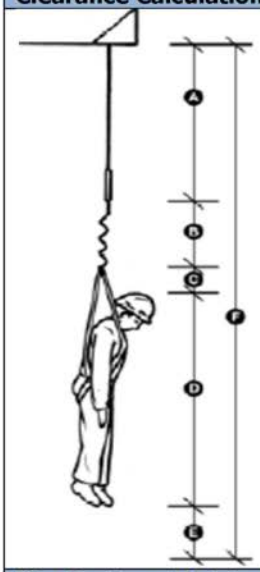
Is this a **Self Rescue** ( ) **Aerial Platform Rescue** ( )**Man basket Rescue** ( ) **Technical Rescue** ( )

Include rescue plan if Technical rescue

Explain how the rescue will be conducted, communications, equipment to be used, personnel involved.

Elevated Work/ Fall Protection Plan	TEOF-HSE-030

Clearance Calculations



Calculating clearance required:

Add A + B + C + D + E + ** to determine minimum distance from anchor point to nearest surface or object below the worker.

A – length of the lanyard A =

B – full extended length of shock absorber (typically 1.1 m/ 3.6 ft or 1.75 m/ 5.7 ft) B =

C – D-ring slippage and harness stretch (typically 1 in. to 1.5 in.) C =

D – height of workers D-ring from foot level D =

E – safety factor (2 ft) E =

** swing fall distance (if worker is not directly below anchor) ** =

F – Clearance required (total length from fall anchor to bottom of feet) F =

Actual Distance to surface or object below:
To the ground: To other object: To lower level:

Note: Actual Distance must be greater than "F" or the worker will hit the ground, surface, or object. If "F" is greater than Actual Distance, consider locating a different anchor point or personal fall protection equipment to lower "F".

Plan Review , Training & Rescue Team identifcation

Date	Print Name	Company	Signature	Fall Protection Trained	Rescue Team

If further signatures are required, attach a safety meeting or sign in sheet.

Accompanying Documentation

The Fall Protection plan is not an isolated document, it must be accompanied with:
JHA
Harness and equipment inspections,
Technical Rescue Plans (if required)
Manufacturer or engineering drawings/ procedures (if required)
Proof of Training requirement and validity (provided upon request)

Note: This document must be specific to the task but can be used for multiple tasks, if they are within the same parameters

Harness Inspection Form

Harness Inspection Form TEOF-HSE-026

Inspector Identification	
Name:	
Signature:	
Location:	
Date:	
Tag #	

Item #	Name/Description	Condition	
		Good	Poor
1	Shoulder Strap	☐	☐
2	Stitching	☐	☐
3	Buckle	☐	☐
4	Adjustable roller buckle	☐	☐
5	Stitching	☐	☐
6	Stitching	☐	☐
7	Buckle	☐	☐
8	Stitching	☐	☐
9	Leg Strap	☐	☐
10	Buckle	☐	☐
11	Buckle	☐	☐
12	Leg Strap	☐	☐
13	Stitching	☐	☐
14	Buckle	☐	☐
15	Stitching	☐	☐
16	Stitching	☐	☐
17	Adjustable roller buckle	☐	☐
18	Buckle	☐	☐
19	Stitching	☐	☐
20	Shoulder Strap	☐	☐
21	Dorsal D-ring	☐	☐
22	D-ring Back Pack	☐	☐
23	Stitching	☐	☐
24	Stitching	☐	☐
25	Stitching	☐	☐
26	Stitching	☐	☐
27	Sub Pelvic Support Strap	☐	☐
28	Belt Keepers	☐	☐
29	Stitching end Patterns	☐	☐
30	CSA Product Label	☐	☐
31	Back Strap	☐	☐
32	Stitching	☐	☐

Inspection To Be Completed Before Each Use

WEBBING

Visual Inspection: Check all webbing for any signs of cuts, excessive graying, piercing, pulled or broken stitching, abrasion, excessive wear, altered or missing straps, burns, and heat or chemical exposure of the webbing.

Pass/Fail criteria: If any of the above defects are observed on the webbing which would compromise the integrity of the harness, remove the harness from service.

Check strap: Visually check the fastening mechanism.

Pass/Fail Criteria: If the fastening mechanism is found to be defective, remove the harness from service. If the harness uses any fastening device that is not a metal buckle, remove the harness from service.

HARDWARE

Determine the design of all buckles. If a harness has any buckles that are three bar slides and not two piece metal buckles, remove the harness from service.

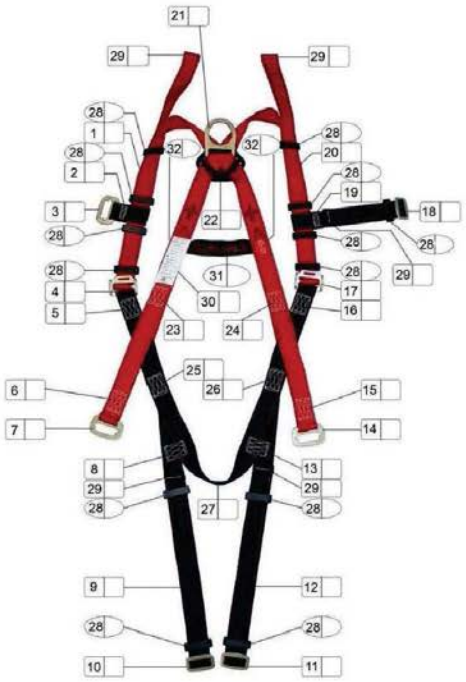
Appearance: Visually check all hardware for cracks, burrs, deformation, dents, nicks, corrosion or any other significant defects.

Pass/Fail Criteria: Remove from service if any cracks are apparent. minor defects are acceptable if the functioning of the hardware is not impaired.

APPROVED FOR USE:

☐ **YES**

☐ **NO**



Inspector must be trained, competent, and use good judgement to evaluate harness. If there is any doubt or questions as to the condition of, or if any item is identified as poor, remove it from service immediately!

Comments: _____

Figure 1: Flow Chart for Fall Protection when climbing ladders

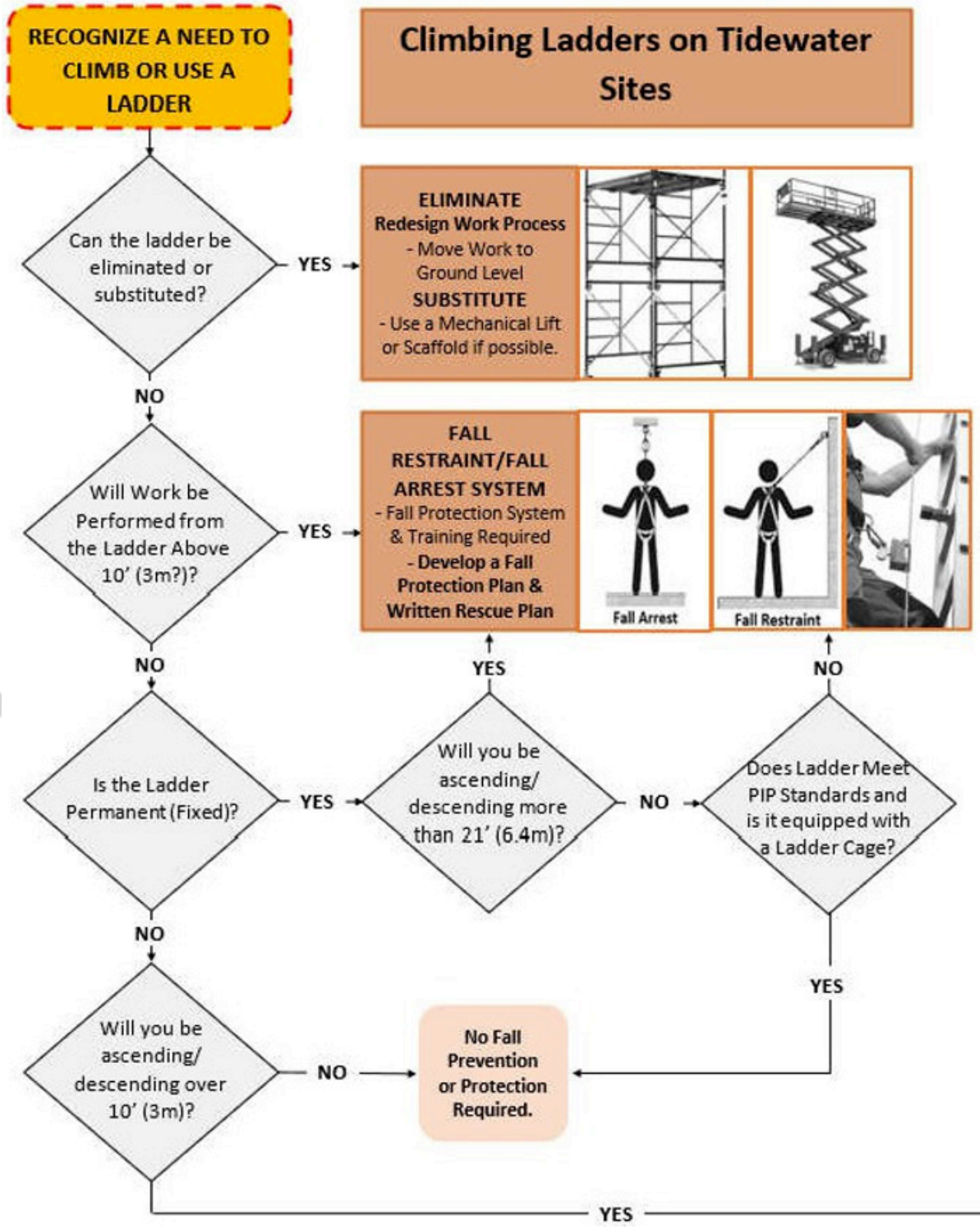
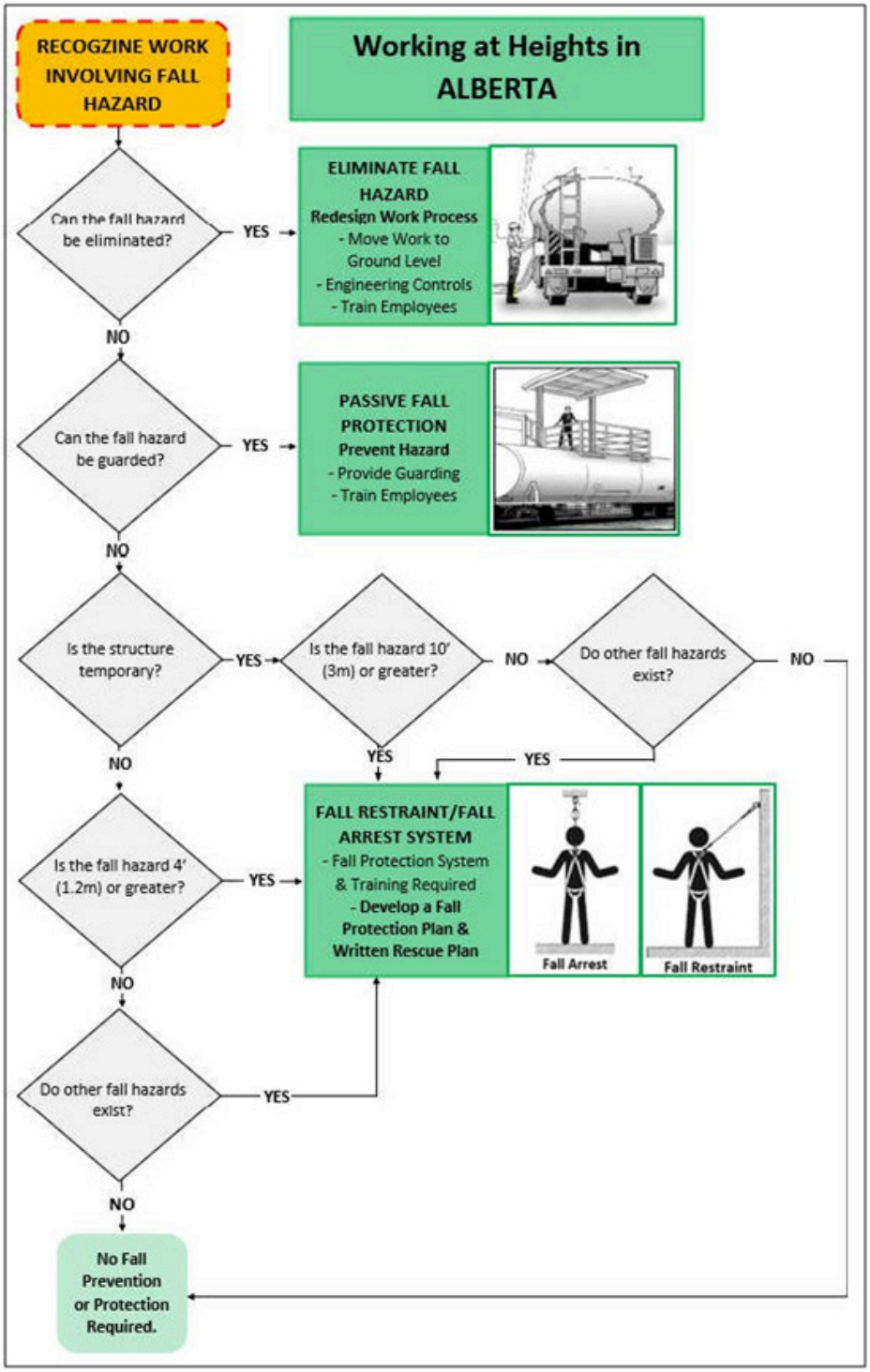


Figure 3: Working at Heights in AB Decision Tree



FALL RESCUE POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to ensuring that any worker who experiences a fall and is suspended in a fall arrest system is rescued quickly, safely, and without placing additional workers at risk. This policy establishes the requirements for fall rescue planning, equipment, training, assigned rescue roles, and execution of rescue procedures in accordance with:

- Alberta OHS Code Part 9 – Fall Protection
- BC OHS Regulation Part 11 – Fall Protection
- Saskatchewan OHS Regulations Part VII – Fall Protection
- Energy Safety Canada fall protection and rescue standards
- Industry best practices for elevated work

2. Scope

This policy applies to:

- All Tri-Energy employees and contractors
- All worksites where fall protection systems are used
- All tasks performed at heights where a fall arrest system may be required
- This includes work on scaffolds, aerial lifts, ladders, roofs, towers, pipe racks, structural steel, and any elevated platform.

3. Policy Statement

Tri-Energy Services Ltd. requires that:

- A site-specific fall rescue plan is developed before any work requiring fall protection begins
- Rescue must be planned, practiced, and assigned prior to work
- Rescue must occur without delay to prevent suspension trauma
- No worker may attempt rescue without proper training and equipment
- Non-entry rescue is the preferred method whenever possible
- Emergency services must be contacted immediately for all fall incidents

4. Assigned Rescue Roles

A fall rescue plan must include pre-assigned roles. At minimum, the rescue team must include:

4.1 Rescue Leader

- Typically the most experienced person on site
- Directs the rescue operation
- Coordinates communication and assigns tasks
- Should not physically perform rescue unless absolutely necessary

4.2 Rescuer

- Trained climbers or competent workers
- Set up and operate the rescue system
- Match the rescue system to the fallen worker's situation

4.3 Haul Team

- Workers available at ground or platform level
- Prepare rescue kits and equipment
- Provide manpower for rope haul systems

4.4 First Aid Attendant

- Provides medical care once the worker is lowered
- Monitors for suspension trauma
- Coordinates medical transport

5. General Rescue Requirements

Before any work at height:

- A fall rescue plan must be completed and communicated
- Rescue equipment must be inspected and staged
- Workers must know their roles
- Rescue drills must be practiced periodically
- All workers must understand suspension trauma risks

During rescue:

- Maintain communication
- Use only trained personnel
- Never expose rescuers to additional fall hazards
- Contact emergency services immediately

6. Rescue Procedures (A–D)

Rescue methods are listed in order of preference. Method A is preferred; Method D is used only when no other option is possible.

A. Elevating Work Platform (EWP) Rescue — Preferred Method
If an EWP is available and can safely reach the suspended worker:

1. Bring the EWP to the incident location.
2. Ensure rescuers wear full-body harnesses attached to approved anchors in the EWP.
3. Confirm the EWP load capacity can support rescuers and the fallen worker.
4. Position the platform below the suspended worker.
5. Disconnect the worker's lanyard only when safe to do so.
6. Reattach the worker's lanyard to an EWP anchor point if possible.
7. Lower the worker to a safe location.
8. Provide first aid and treat for suspension trauma.
9. Arrange medical transport if required.

B. Ladder Rescue
If no EWP is available:

1. Move the suspended worker (if possible) to an accessible area.
2. Set up appropriate ladder(s) to reach the worker.
3. Rig separate lifelines for rescuers.
4. Use two rescuers if the worker is unconscious or unable to assist.
5. Attach a lowering line to the worker's harness.
6. Ground-level rescuers lower the worker while ladder rescuers guide them.
7. Provide first aid and treat for suspension trauma.
8. Arrange medical transport if required.

C. Rescue From Work Area or Floor Below
If the worker is suspended near a platform or floor:

1. Ensure rescuers are protected from falling.
2. Securely attach a second line to the worker's harness.
3. Use at least two strong workers to pull the worker up.
4. Take up slack to prevent sudden drops.
5. Bring the worker to a safe area.
6. Provide first aid and treat for suspension trauma.
7. Arrange medical transport if required.

D. Basket Rescue (Last Resort)

- Used only when the worker is suspended in an inaccessible area.
- Basket Requirements
- The rescue basket must:
- Be engineered and certified
- Be stored onsite in an accessible location

Include:

- First aid kit
- Three shock-absorbing lanyards
- One full-body harness
- Tag line
- Descent controller
- Secondary safety line

Procedure

1. Confirm methods A–C are not possible.
2. Notify crane operator to position the basket.
3. Crew leader verifies rigging and equipment.
4. Two rescuers enter the basket.
5. Hoist basket above and near the fallen worker.
6. Ground worker guides basket with tag line.
7. Rescuer #1 exits basket and reaches the worker while tied off.
8. Rescuer #2 lowers retrieval line and attaches additional lanyard if needed.
9. Retrieve the worker into the basket or lower them safely.
10. Provide first aid and arrange medical transport.

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7. Alternative Rescue Plan

If the worksite is serviced by a fire/rescue department with high-angle rescue capabilities, Tri-Energy may coordinate with them in advance to provide rescue support.

Requirements:

- Prior notification and agreement
- Response time must be acceptable
- Fire/rescue must be familiar with site layout
- Tri-Energy must still maintain a basic non-entry rescue capability

8. Post-Rescue Requirements

After any fall rescue:

- Provide medical care immediately
- Activate Emergency Transport Policy
- Secure the area
- Preserve equipment for investigation
- Complete incident reporting
- Conduct a formal investigation
- Review and update rescue plans
- Conduct a safety meeting before resuming work

9. Training Requirements

All workers involved in fall protection must receive training on:

- Fall hazards
- Fall arrest systems
- Suspension trauma
- Rescue procedures
- Use of rescue equipment
- Assigned rescue roles
- Rescue drills must be practiced regularly.

10. Equipment Inspection

Rescue equipment must be:

- Inspected before each use
- Inspected monthly (documented)
- Inspected annually by a competent person
- Removed from service if damaged or expired

11. Policy Review

- This policy will be reviewed annually or when:
- Legislation changes
- A fall incident occurs
- New rescue equipment or procedures are introduced

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9. Evacuation Procedures

During an evacuation:

- Stop work immediately
- Proceed to the designated muster point
- Follow supervisor instructions
- Remain at the muster point until accounted for
- Do not leave the site without authorization
- Supervisors will conduct headcounts and communicate with emergency services.

10. Compliance

- Tri-Energy's Emergency Response Program complies with:
- Alberta OHS Act, Regulation & Code
- Part 7 – Emergency Preparedness and Response
- Part 11 – First Aid
- Part 18 – Fire and Explosion
- Client-specific ERP requirements
- Industry best practices

11. Documentation

Tri-Energy will maintain:

- Emergency Response Plans
- Emergency Response Drill Forms
- Training records
- Orientation records
- First aid and incident reports
- Hazard assessments
- All documentation will be stored and retained according to company policy and legislative requirements.

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EMERGENCY RESPONSE ACTION GUIDELINES

1. Immediate Worker Actions

1.1 Stop Work
- Stop all work immediately.
- If it is safe, shut down ignition sources, equipment, or processes that may worsen the emergency.

1.2 Leave the Hazard Area
- Evacuate the area quickly and safely.
- Move cross-wind and away from visible hazards such as fire, smoke, vapours, or spills.
- Proceed directly to the designated muster point and wait for instructions.

1.3 Move Vehicles and Equipment (Only if Safe)
- Relocate vehicles or equipment so they do not block:
  - Emergency access routes
  - Fire hydrants
  - Roadways
  - Emergency equipment staging areas

1.4 Sound the Alarm
- Activate the site alarm system or verbally alert others.
- Initiate the call for emergency services using the designated communication method.

1.5 Keep Communication Channels Clear
- Do not make unnecessary calls.
- Keep radios and phones open for emergency communication.

2. Muster Point Procedures

2.1 Conduct a Headcount
The designated rescue or evacuation worker will perform a headcount.

If anyone is missing, immediately report:
- Name of the missing worker(s)
- Last known working location
- Whether they were working alone or with others

2.2 Assess the Hazard
- Observe wind direction.
- Identify visible hazards such as fire, smoke, vapours, or structural concerns.
- Do not re-enter the hazard area.

3. Response Actions

3.1 Control the Situation (Only if Safe and Trained)
- Use fire extinguishers, spill kits, or shut-off valves only if:
- You are trained
- It is safe to do so
- You have a clear escape route

3.2 Search and Rescue (Only if Safe and Trained)
- Attempt rescue only if conditions allow and you are trained.
- Do not become an additional victim.

3.3 Provide First Aid
- Provide first aid within your level of training.
- Ensure injured workers receive appropriate medical care.

3.4 Transport to Medical Aid
- Arrange transportation to medical facilities as required.
- Follow Tri-Energy's medical aid and reporting procedures.

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4. Reporting and Recovery

4.1 Complete an Incident Report
- Document the event using the Tri-Energy Incident Report Form.
- Submit the report to management as soon as possible.

4.2 Await the All-Clear
- Work may only resume after the supervisor or management issues an official all-clear.

4.3 Conduct a Safety Meeting
A safety meeting must be held before returning to work to review the event and corrective actions.

Management Response to an Incident

When Tri-Energy Services Ltd. Management is notified of an incident, the following steps must be taken:

1. Confirm Caller Information
- Identify who is calling.
- Obtain a callback number in case communication is lost.

2. Determine Injury Status
- Identify whether injuries occurred.
- Determine who is injured (workers, subcontractors, clients, visitors, public).
- Confirm whether injuries have been treated and the current condition of the injured.

3. Assess Whether the Emergency Is Ongoing
- Determine if the situation is still active.
- Identify what assistance or resources are required.
- Coordinate additional support as needed.

4. Assess Public Impact
- Determine whether the public is affected or at risk.
- If so, notify appropriate agencies immediately.

5. Notify the Client
- Contact the client and provide an initial update.
- Maintain communication as the situation evolves.

6. Confirm Emergency Status
- Determine whether the emergency has ended.
- Ensure the site is stabilized and safe.

7. Ensure Incident Investigation
- Confirm that an incident investigation has been completed.
- If not, ensure it is initiated immediately.

8. Confirm Site Safety
- Verify that the site is safe for work to resume.
- Document all conversations, decisions, and actions taken.

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FIRE AND EXPLOSION EMERGENCY RESPONSE PLAN

1. Purpose
This plan provides clear procedures for responding to fires and explosions at Tri-Energy Services Ltd. worksites. The goal is to protect life, minimize property damage, and ensure a coordinated, safe evacuation in accordance with OH&S legislation and industry standards.

2. Worker Preparedness Requirements

All workers must know:
- The location of posted emergency phone numbers
- The location and type of fire extinguishers in their work area
- How to properly operate a fire extinguisher (PASS method)
- The nearest fire exits and evacuation routes
- The designated muster point
- The site's emergency communication procedures
- Supervisors must ensure workers receive orientation and refresher training as required.

3. Fire & Explosion Response Procedures

Step 1: Assess the Severity of the Fire
- Stay calm and quickly evaluate the situation.
- Activate the nearest fire alarm pull station or verbally announce the evacuation.
- If the fire is small, contained, and you are trained, attempt to extinguish it using the correct fire extinguisher.
- If the fire is spreading, producing heavy smoke, or you feel unsafe, do not attempt to extinguish it — evacuate immediately.

Step 2: Evacuate the Area
- Leave the fire area immediately.
- Close and latch doors behind you to slow fire spread.
- Follow posted evacuation routes to the muster point.
- Do not use elevators under any circumstances.
- Supervisors and designated Fire Wardens will direct the evacuation and ensure orderly movement to muster points.

If a worker requires assistance:
- Notify the Fire Warden
- Assign one or two trained individuals to assist
- If evacuation is unsafe, remain with the worker in a protected area until emergency responders arrive

Step 3: Call the Fire Department

- Dial 9-1-1 — never assume someone else has already called.

Provide:
- Exact site address
- Nature and location of the fire
- Known hazards (fuel sources, chemicals, equipment)
- Any injuries or trapped workers

Muster Point Actions
- Conduct a headcount immediately.
- Report missing workers to the Fire Warden or Supervisor.

Fire Wardens must bring:
- Personnel lists
- ERP documents
- Visitor logs

Step 4: Building or Site Re-Entry

- No one may re-enter the building or hazard area until the Fire Department authorizes it.
- Once the all-clear is issued, the Supervisor will communicate re-entry instructions.
- Complete a Tri-Energy Incident Report after the event.
- Conduct a safety meeting before resuming work to review the incident and corrective actions.

4. Roles and Responsibilities

Workers

- Follow evacuation instructions immediately
- Report hazards and missing personnel
- Do not attempt firefighting unless trained and safe
- Proceed directly to the muster point
- Supervisors
- Lead evacuations and maintain order
- Ensure headcounts are completed
- Communicate with emergency responders
- Secure the site and prevent re-entry
- Complete incident reporting and follow-up
- Fire Wardens
- Activate alarms and initiate evacuation
- Assist workers requiring help
- Bring ERP documents and personnel lists to muster point
- Report missing workers to emergency responders

5. Post-Incident Requirements

- Conduct an incident investigation
- Identify root causes and corrective actions
- Update ERP if deficiencies are found
- Conduct a safety meeting before work resumes
- Document all actions and communications

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DROPPED OBJECT PREVENTION (DROP) POLICY

1. Purpose

A dropped object is any item that falls from its previous position, either under its own weight or due to an external force, and has the potential to cause injury, fatality, equipment damage, or environmental impact.

Tri-Energy Services Ltd. is committed to preventing dropped object incidents across all worksites, including construction sites, facilities, shops, yards, and offices. This program establishes the controls, responsibilities, and expectations required to eliminate or reduce dropped object hazards in alignment with OH&S legislation and industry best practices.

2. Objective

The objective of the DROP Program is to create a workplace free of dropped object hazards by:

- Identifying and controlling dropped object risks
- Ensuring consistent training and awareness
- Embedding prevention strategies into daily operations
- Maintaining a sustainable program supported by all levels of the organization

The DROP Program is a shared responsibility across Tri-Energy Services Ltd. and requires active participation from management, supervisors, workers, and contractors.

3. Common Causes of Dropped Objects

Dropped objects typically occur due to:

- Poor planning
- Inadequate inspection procedures
- Poor design or improper installation
- Poor housekeeping
- Scrap or debris left at height
- Lack of risk assessment
- Improperly secured loads
- Carrying tools or equipment at height without proper lanyards
- Poor maintenance practices

4. High-Risk Areas

High-risk areas for dropped objects include:

- Areas below lifting operations
- Cranes and hoisting zones
- Elevated work platforms
- Scaffolding
- Pipe racks
- Forklifts and skid steers
- Temporary or portable equipment
- Overhead-mounted equipment
- Ladders and mezzanines
- Poorly stacked or unstable materials

5. Program Application

5.1 Training and Awareness

Tri-Energy Services Ltd. will provide DROP Program training that includes:

- Working at heights procedures
- Dropped object hazard identification
- Risk assessment and control methods
- Tool tethering and securement practices

5.2 Hazard Control Signage & Barriers

Tri-Energy will maintain strict adherence to its Hazard Control Signage & Barriers Safe Work Practice to ensure personnel are kept out of high-risk areas.

5.3 Tracking and Reporting

- Dropped object hazards and incidents will be tracked through:
- Report card system
- Near-miss and incident reporting
- Regular worksite inspections

5.4 Program Sustainability

Sustainability will be maintained through:

- Monthly corporate safety meetings
- Weekly safety alerts
- Ongoing awareness campaigns
- Continuous improvement based on incident trends

5.5 Hierarchy of Controls

Workers and supervisors must apply the hierarchy of controls to eliminate or reduce dropped object hazards:

1. Eliminate the hazard
2. Substitute safer methods or equipment
3. Engineer controls (barriers, guardrails, toeboards)
4. Administrative controls (procedures, signage, exclusion zones)
5. PPE (hard hats, chin straps, etc.)

6. Responsibilities

6.1 Supervisors

Supervisors must:

- Lead and promote the DROP Program
- Ensure hazard assessments, inspections, and permits are completed
- Identify high-risk activities and ensure controls are in place
- Allocate time for proper planning and pre-job meetings
- Ensure workers use tool tethering and securement systems
- Correct unsafe behaviours and conditions immediately

6.2 Workers

Workers must:

- Participate in the DROP Program
- Complete hazard assessments and FLHAs
- Maintain tool inventories
- Use tool tethers and securement devices
- Report hazards, near misses, and incidents
- Maintain good housekeeping at all times

6.3 Contractors

Contractors must:

- Participate in Tri-Energy's DROP Program or
- Provide evidence of an internal program that meets or exceeds Tri-Energy's standards

7. Control Methods

When working at heights, storing materials overhead, or moving elevated loads, hazard assessments must consider:

- Whether the task must be performed at height
- Weight and height of potential dropped objects
- Ability to exclude personnel from danger zones
- Ability to protect equipment or property below
- Whether only essential tools/materials are taken aloft
- Whether all items can be secured
- Whether barriers or enclosures can prevent objects from falling
- Potential for deflection or bounce hazards

7.1 Deflection Hazards

- Dropped objects may deflect up to two times the height from which they fall.
- This must be considered when establishing exclusion zones.

7.2 No-Go Zones

- For work under 5 metres with light objects, barricaded no-go zones may be used.
- For higher elevations or congested areas, additional controls are required.

7.3 Additional Control Measures

Controls may include:

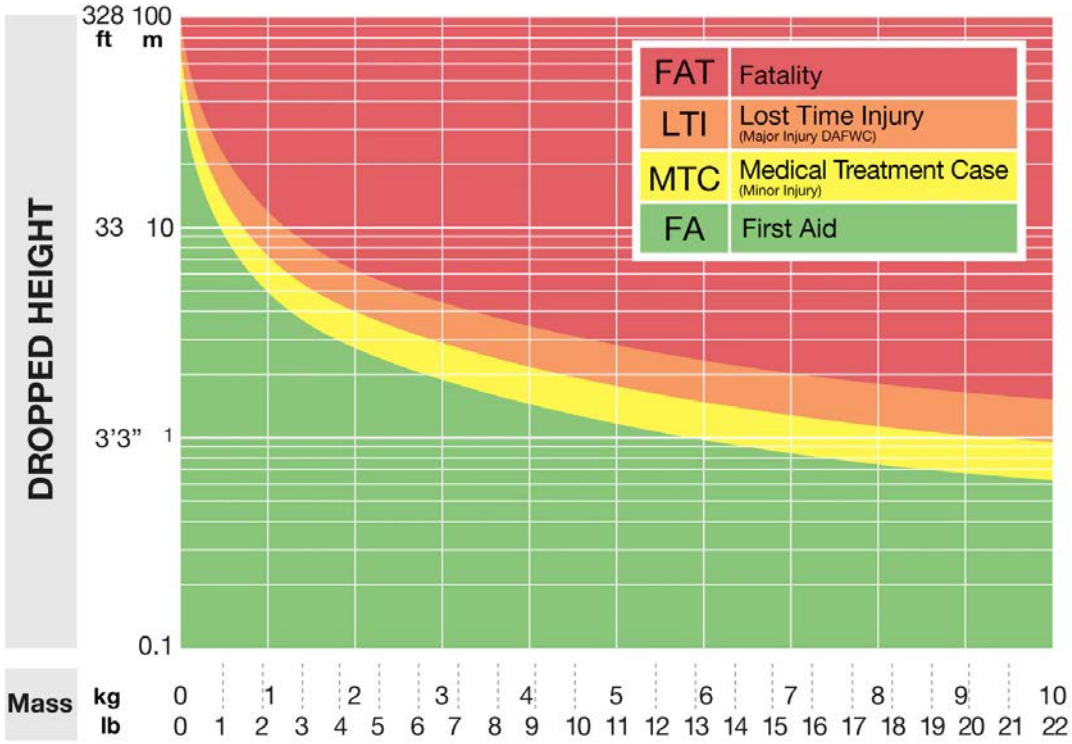
- Fully barricaded or guarded exclusion zones
- Guardrails with appropriate strength and spacing
- Toeboards (minimum 140 mm high)
- Covering floor openings and grating
- Securing all materials and tools
- Closeable tool bags with attachment points
- Tool tethering (tools ≤ 2 kg tethered to worker; tools > 2 kg tethered to structure)
- Tool and material inventories
- Strict housekeeping practices

8. Dropped Object Risk Calculator

Tri-Energy Services Ltd. uses a risk calculator to determine acceptable weight limits based on drop height.
Examples: When an item or object falls from height, its initial weight and the distance it falls need to be understood. Even an item that is not what might be considered 'heavy' can easily have a fatal impact.

For instance: A 2kg tool + fall of 5 metres = An impact force of more than 1 Tonne.

By using the Dropsafe interactive DROPS Calculator, you can estimate the severity of an impact a dropped object falling from height may have. Find it here: https://dropsafe.com/pages/drops-calculator



9. Summary
The Tri-Energy Services Ltd. Dropped Object Prevention Program provides a structured approach to identifying, assessing, and controlling dropped object hazards. Through training, awareness, hazard assessments, inspections, and the application of effective controls, Tri-Energy aims to eliminate dropped object incidents and maintain a safe workplace for all personnel.

EMERGENCY TRANSPORT POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to ensuring that any worker or individual requiring medical treatment beyond what can be safely provided onsite is transported to an appropriate medical facility quickly, safely, and in accordance with provincial OH&S requirements and industry best practices.

This policy outlines the procedures for assessing injuries, determining transport methods, coordinating emergency medical response, and communicating with receiving medical facilities.

2. Initial Assessment and Transport Decision

When an injury or medical emergency occurs:

1. Perform an Initial Assessment

- Assess airway, breathing, circulation, level of consciousness, and major bleeding.
- Determine the severity of the injury and whether rapid evacuation is required.

2. Decide on Transport Method

- Collar, Load, and Go (rapid evacuation)
- Stay and Stabilize (treat onsite before ground transport)

3. Continue with Appropriate Care

- Apply cervical collar if indicated
- Conduct secondary assessment (vital signs, SAMPLE history, injury details)
- Prepare for packaging and transport

3. Collar, Load, and Go (Rapid Evacuation)]

This category applies to life-threatening injuries or conditions requiring immediate advanced medical care.

3.1 Air Transport Requirements

For critical emergencies, Air Ambulance or a local helicopter provider must be contacted immediately.

Assign a worker to call air transport and provide:

- GPS coordinates or site ID
- Nature of injury
- Landing zone details

Prepare a safe landing zone if one is not already designated
Arrange for ground ambulance to meet the aircraft if it cannot land directly at the site

3.2 Site Preparation

Delegate tasks such as:

- Preparing the landing zone
- Retrieving medical supplies
- Supporting fractures
- Maintaining C-spine stabilization

Ensure all delegated personnel report back once tasks are completed

3.3 Packaging for Transport

- Follow the guideline: Left for land, Right for flight
- (Positioning and packaging considerations based on transport method)

4. Stay and Stabilize (Ground Transport)

This category applies when the patient is stable enough for ground transport but still requires medical attention beyond onsite capabilities.

4.1 Stabilization Procedures

- Conduct initial and secondary assessments
- Apply cervical collar if required
- Secure patient to a spine board if spinal injury is suspected
- Provide ongoing monitoring and treatment

4.2 Ground Transport Requirements

Patient must be transported in an ambulance when immobilized or when advanced care is required
Delegate tasks such as:

- Driving
- Retrieving supplies
- Supporting injuries

Contact the receiving medical facility to provide a briefing and estimated time of arrival

4.3 Communication

- Ensure all delegated personnel report back after completing assigned tasks

5. Medical Provider Responsibilities

Tri-Energy Services Ltd. requires that:

- Onsite medical providers remain with the patient until care is transferred to a higher-trained medical professional
- If necessary and requested, onsite medical personnel may be required to accompany the patient during air transport

6. Information to Provide to the Receiving Medical Facility

The following information must be relayed prior to or upon arrival:

- Full name of injured worker
- Health Care Number (if available)
- Age and date of birth
- Gender
- Description of how the injury occurred
- Nature and extent of injuries
- Findings from clinical examination
- Provisional diagnosis
- Medications administered
- Contact telephone number
- Name of Tri-Energy supervisor to be notified upon arrival

7. Supervisor Notification

Upon arrival at the medical facility, the attending medical provider or designated worker must:

- Notify the Tri-Energy Services Ltd. Supervisor
- Provide updates on the worker's condition
- Initiate incident reporting procedures

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MOTOR VEHICLE COLLISION (MVC) EMERGENCY RESPONSE PROCEDURE

1. Purpose

This procedure outlines the required actions for workers, supervisors, and emergency responders in the event of a motor vehicle collision involving Tri-Energy Services Ltd. personnel, equipment, or vehicles. The goal is to protect life, prevent further harm, secure the scene, and ensure proper reporting and investigation.

2. Immediate Actions at the Scene

2.1 Ensure Personal Safety

- Stop the vehicle immediately and assess the surroundings.
- Turn on hazard lights and, if safe, move the vehicle out of traffic.
- Do not move injured persons unless there is an immediate danger (fire, explosion, traffic hazard).

2.2 Assess for Injuries

- Check yourself, passengers, and others involved for injuries.
- Provide first aid within your level of training.
- Call 911 immediately for any injury, suspected injury, or if the scene is unsafe.

2.3 Secure the Scene

- Set up warning triangles, cones, or flares if available and safe to do so.
- Shut down ignition sources and secure the area from secondary hazards.
- Prevent further collisions by directing traffic only if trained and safe.

3. Notification Requirements

3.1 Emergency Services

Call 911 if:

- Anyone is injured
- There is significant vehicle damage
- There is a fuel or chemical spill
- Traffic is blocked
- You are unsure of the severity

Provide:

- Location (GPS if remote)
- Number of injured persons
- Hazards present (fuel leak, fire, power lines, etc.)
- Type of vehicles involved

3.2 Internal Notifications

Immediately notify:

- Tri-Energy Supervisor
- Tri-Energy HSE
- Client representative (if applicable)

Provide:

- Names of involved workers
- Description of the incident
- Injuries sustained
- Vehicle/equipment involved
- Hazards present

4. Spill and Hazard Control

If fuel, oil, coolant, or hazardous materials are leaking:

- Use spill kits to contain the release if safe
- Prevent the substance from entering waterways or storm drains
- Report all spills to Tri-Energy HSE
- Follow the Environmental Spill Response Procedure

5. Medical Response and Transport

Follow the Emergency Transport Policy:

- Perform initial assessment
- Determine if “Collar, Load, and Go” or “Stay and Stabilize” applies
- Provide first aid
- Arrange ambulance or air transport as required
- Ensure medical information is relayed to the receiving facility

6. Scene Documentation

If safe and medically appropriate:

- Take photographs of:
  - Vehicle positions
  - Damage
  - Road conditions
  - Skid marks
  - Weather conditions
  - License plates
- Record names and contact information of witnesses
- Document time, location, and conditions
- Do not admit fault or make statements beyond factual observations.

7. Vehicle and Equipment Requirements

- Do not move vehicles unless required for safety or directed by police
- Do not operate damaged vehicles until inspected and cleared
- Secure company property and equipment

8. Post-Incident Requirements

8.1 Reporting

Complete:

- Tri-Energy Incident Report
- Motor Vehicle Collision Report
- Client-specific forms (if required)
- Submit all documentation to Tri-Energy HSE.

8.2 Investigation

Tri-Energy HSE and the Supervisor will:

- Conduct a formal investigation
- Identify root causes
- Determine corrective actions
- Review findings with involved workers

8.3 Return to Work

Workers involved in an MVC may require:

- Fit-for-duty assessment
- Post-incident drug and alcohol testing (as per policy)
- Supervisor clearance before resuming driving duties

9. Responsibilities

Workers

- Follow this procedure
- Report all MVCs immediately
- Provide accurate information
- Participate in investigations

Supervisors

- Ensure emergency response actions are taken
- Notify HSE and client representatives
- Secure the scene
- Coordinate transport and support
- Lead post-incident review

Tri-Energy HSE

- Provide regulatory guidance
- Conduct investigations
- Coordinate reporting to authorities if required
- Track trends and corrective actions

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CONFINED SPACE RESCUE (NON-ENTRY) POLICY

1. Purpose

The purpose of this policy is to ensure that Tri-Energy Services Ltd. establishes and maintains safe, effective, and compliant non-entry rescue procedures for all confined space work. Non-entry rescue is the preferred and required method of rescue unless entry is absolutely unavoidable and only after all regulatory requirements for entry rescue are met.
This policy ensures that all confined space operations are conducted in a manner that protects workers, prevents fatalities, and complies with applicable OH&S legislation in Alberta, British Columbia, and Saskatchewan.

2. Scope

This policy applies to:

- All Tri-Energy Services Ltd. employees
- All contractors and subcontractors
- All confined spaces under Tri-Energy control
- All worksites where confined space hazards exist
- This policy covers non-entry rescue only. Entry rescue requires a separate, advanced rescue plan and specialized training.

3. Definitions

Confined Space
A fully or partially enclosed space that:

- Is not designed or intended for continuous human occupancy
- Has limited or restricted means of entry or exit
- Is large enough for a worker to enter
- Has the potential for hazardous atmospheric or physical conditions

Non-Entry Rescue
A rescue performed without a rescuer entering the confined space, using retrieval systems, mechanical devices, or remote techniques

Authorized Entrant
A worker trained and permitted to enter a confined space.

Attendant
A trained worker stationed outside the confined space who monitors entrants and initiates rescue procedures.

4. Policy Statement
Tri-Energy Services Ltd. requires that non-entry rescue be used as the primary rescue method for all confined space operations.
Entry rescue will only be considered when:

- Non-entry rescue is not possible, and
- A fully compliant entry rescue plan, equipment, and trained rescue team are available

Under no circumstances may an untrained or unauthorized worker enter a confined space to attempt rescue.

5. Responsibilities

5.1 Management

- Ensure confined space hazard assessments and entry permits are completed
- Provide appropriate rescue equipment and ensure it is maintained
- Ensure workers receive required training
- Ensure rescue plans comply with provincial OH&S legislation

5.2 Supervisors

- Verify that non-entry rescue procedures are in place before entry
- Ensure retrieval systems are installed and functional
- Confirm attendants and entrants are trained and competent
- Stop work if rescue systems are not in place

5.3 Attendants

- Remain at the entry point at all times
- Monitor entrants continuously
- Maintain communication with entrants
- Initiate non-entry rescue immediately if required
- Never enter the confined space

5.4 Entrants

- Use retrieval systems as required
- Follow all confined space procedures
- Maintain communication with the attendant
- Stop work and exit if conditions become unsafe

6. Non-Entry Rescue Requirements

6.1 Retrieval Systems

All confined space entries must use retrieval systems unless they increase risk to the worker.
Retrieval systems include:
Full-body harness with D-ring attachment

- Lifelines
- Tripods, davit arms, or anchor systems
- Mechanical winches or retrieval devices

6.2 Equipment Requirements

Rescue equipment must:

- Be inspected before each use
- Be rated for the load
- Be compatible with the confined space configuration
- Allow for immediate retrieval without delay

6.3 Attendant Requirements

The attendant must:

- Maintain constant visual, verbal, or radio contact
- Monitor atmospheric readings
- Activate rescue procedures immediately if:
  - Entrant becomes unresponsive
  - Hazardous conditions develop
  - Communication is lost

7. Non-Entry Rescue Procedure

Step 1: Identify Emergency

The attendant identifies:

- Loss of communication
- Entrant collapse
- Alarm activation
- Hazardous atmospheric change

Step 2: Initiate Emergency Response

- Call emergency services (911 or local EMS)
- Notify Tri-Energy Supervisor and HSE
- Activate site ERP

Step 3: Begin Non-Entry Rescue

- Use retrieval system to extract the entrant
- Maintain control of the lifeline
- Use slow, steady, controlled movement
- Ensure no obstructions impede retrieval

Step 4: Provide First Aid

Once the worker is removed:

- Provide first aid within level of training
- Follow Emergency Transport Policy
- Prepare for ambulance or air transport if required

Step 5: Secure the Area

- Do not allow re-entry
- Shut down equipment
- Control hazards

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8. Prohibited Actions
The following actions are strictly prohibited:

- Attendants entering the confined space
- Attempting rescue without retrieval equipment
- Entering without a valid confined space permit
- Entering without atmospheric testing
- Entering without a rescue plan

9. Training Requirements
All workers involved in confined space operations must receive training on:

- Confined space hazards
- Non-entry rescue procedures
- Use of retrieval systems
- Atmospheric monitoring
- Emergency communication
- Confined space entry permits
- Attendants must receive additional training in:
- Monitoring entrants
- Recognizing signs of distress
- Initiating rescue procedures

10. Equipment Inspection and Maintenance
Tri-Energy Services Ltd. will:

- Inspect rescue equipment before each use
- Conduct monthly documented inspections
- Perform annual certified inspections
- Remove damaged or expired equipment from service

11. Post-Incident Requirements
After any confined space emergency:

- Conduct a full incident investigation
- Review rescue effectiveness
- Identify corrective actions
- Update rescue plans and training
- Conduct a safety meeting before resuming work

12. Policy Review
This policy will be reviewed annually or when:

- Legislation changes
- Confined space incidents occur
- New equipment or procedures are introduced

TRI-ENERGY SERVICES LTD

H2S RELEASE POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to protecting workers, contractors, visitors, the public, and the environment from the hazards associated with hydrogen sulfide (H2S). This policy establishes the requirements for prevention, detection, response, evacuation, rescue, and reporting in the event of an H2S release. H2S is a highly toxic, flammable, and fast-acting gas. Exposure can cause rapid unconsciousness and death. Because of this, Tri-Energy requires strict adherence to this policy at all worksites where H2S may be present.

2. Scope

This policy applies to:

- All Tri-Energy Services Ltd. employees
- All contractors and subcontractors
- All worksites where H2S may be present, including:
    - Oil and gas facilities
    - Pipelines
    - Well sites
    - Battery sites
    - Processing facilities
    - Confined spaces
    - Any location with potential sour gas exposure

3. Policy Statement

Tri-Energy Services Ltd. requires that:

- No worker is exposed to H2S above legislated limits
- All workers follow H2S safety procedures at all times
- All H2S releases are treated as life-threatening emergencies
- Only trained and authorized personnel may work in H2S-exposed areas
- No worker may attempt rescue without proper respiratory protection and training
- Evacuation is mandatory when H2S is detected above safe limits

4. H2S Hazards

H2S is:

- Toxic: can cause unconsciousness and death in seconds
- Heavier than air: accumulates in low-lying areas
- Flammable: explosive between 4.3% and 45.5% concentration
- Fast-acting: high concentrations cause immediate respiratory paralysis

Workers must understand:

- Odour is NOT a reliable indicator (olfactory fatigue occurs quickly)
- Only calibrated gas monitors can detect H2S accurately

5. Training Requirements

All workers at H2S-exposed sites must have:

- ESC H2S Alive (Enform H2S Alive classroom course or equivelent) certification (valid and current)
- Site-specific H2S orientation

Training in:

- Gas detection
- Respiratory protective equipment (RPE)
- Emergency response procedures
- Muster and evacuation protocols
- Rescue techniques (non-entry)

Supervisors must verify training before assigning work.

6. Equipment Requirements

Tri-Energy will ensure the following equipment is available, inspected, and maintained:

6.1 Gas Detection

- Personal H2S monitors for all workers
- Fixed gas detection where required
- Bump-tested and calibrated units only

6.2 Respiratory Protective Equipment

- SCBA (Self-Contained Breathing Apparatus)
- SABA (Supplied Air Breathing Apparatus)
- Escape packs
- Full-face respirators (where appropriate)

6.3 Emergency Equipment

- Muster points
- Windsocks
- Air horns or alarms
- First aid equipment
- Emergency transport resources

7. H2S Release Response Procedure

Step 1: Alarm / Detection

- If an H2S monitor alarms or a release is suspected:
- Shout **"H2S, H2S, H2S!"**
- Warn all personnel in the immediate area
- Do NOT attempt to locate the source

Step 2: Evacuate Immediately

- Move crosswind and upwind
- Proceed directly to the designated muster point
- Do not run unless necessary
- Do not remove respiratory equipment until in a safe area

Step 3: Headcount

- Supervisor or designated muster captain conducts a headcount
- Report missing personnel immediately
- No one may re-enter the hazard area without SCBA and authorization

Step 4: Rescue (Non-Entry Only)

Rescue attempts must follow non-entry rescue procedures:

- Do NOT enter the contaminated area without SCBA
- Use retrieval systems if available
- Call emergency services immediately
- Only trained personnel may perform rescue

Step 5: Emergency Services

Call 911 or local emergency response and provide:

- Site location / GPS coordinates
- Nature of the release
- Number of affected workers
- Wind direction
- Hazards present

Step 6: Secure the Area

- Shut down equipment remotely if safe
- Prevent ignition sources
- Restrict access to the area

Step 7: Medical Response

Follow the Emergency Transport Policy:

- Provide first aid
- Administer oxygen if trained and available
- Prepare for ambulance or air transport

8. Re-Entry Requirements

No worker may re-enter the area until:

- Gas levels are confirmed safe by a competent person
- Ventilation has occurred
- Equipment is inspected
- Authorization is given by the Supervisor and HSE

9. Reporting Requirements

- All H2S releases must be reported immediately to:
- Tri-Energy Supervisor

AERIAL WORK PLATFORMS SAFE JOB PROCEDURE

(Boom Lifts, Scissor Lifts, Vertical Mast Lifts, and all Elevating Work Platforms)

1. Purpose

To ensure safe, compliant operation of Aerial Work Platforms (AWPs) in accordance with:

- Alberta OHS Act, Regulation & Code (Part 6, Part 7, Part 9, Part 23)
- British Columbia OHS Regulation (Part 13, Part 14, Part 16)
- Saskatchewan OHS Regulations (Part 9, Part 12, Part 14)
- CSA B354.1–4 Aerial Platforms Standards
- Manufacturer specifications
- This procedure applies to all Tri-Energy workers and contractors operating or working from AWPs.

2. Training & Competency Requirements

Only trained, competent, and authorized workers may operate or work from an AWP.

Training must include:

- Equipment-specific operation
- Emergency lowering procedures
- Load limits and stability
- Fall protection requirements

Provincial regulatory requirements

- Operators must review and understand the Operator's Manual before use.
- No worker may operate an AWP without demonstrating competency to a supervisor.
- Provincial Requirements
- Alberta: Competency required under OHS Act; equipment must be used per manufacturer instructions.
- BC: Workers must be trained per OHSR 14.33 and 16.4; employers must ensure written safe work procedures.
- Saskatchewan: Operators must be trained and competent per OHS Regs 19 & 213.

3. Fall Protection Requirements

Boom Lifts (All Provinces)

- 100% fall protection is mandatory.
- Full-body harness with lanyard or SRL attached to the designated anchor point.

Scissor Lifts / Vertical Mast Lifts

- Fall protection must be worn unless:
  - The manufacturer explicitly permits guardrails as the sole means of fall protection, and
  - The lift is on a firm, level surface.

Provincial Requirements

- Alberta: Fall protection required where a fall hazard exists (Part 9).
- BC: Mandatory fall protection in boom lifts (OHSR 13.29).
- Saskatchewan: Fall protection required where workers may fall 3 m or more (Part 9).

Tri-Energy Requirement

- Tri-Energy may require 100% tie-off on all scissor lifts, regardless of manufacturer allowances.

4. Pre-Job Requirements

Conduct a site hazard assessment including:

- Overhead powerlines (minimum approach distances per provincial electrical codes)
- Ground stability, slope, and surface conditions
- Weather (wind, ice, visibility)
- Traffic, pedestrians, and nearby equipment
- Confirm the lift is appropriate for the task (height, reach, load capacity, terrain rating).
- Inspect and don fall protection equipment.
- Verify all required PPE is worn.
- Ensure the work area is free of debris and adequately lit.

Provincial Notes

- BC: Ground conditions must be assessed and stabilized per OHSR 14.16.
- Saskatchewan: Employers must ensure safe access and egress and control of energy sources (Part 12).

5. Pre-Use Inspection

Operators must complete a documented inspection before each shift, including:

- Structural components (platform, guardrails, pins, welds)
- Tires, outriggers, stabilizers
- Hydraulic systems (leaks, hoses, cylinders)
- Controls (ground and platform)
- Emergency stop and emergency lowering system
- Load capacity labels and warning decals
- Battery/fuel levels
- Safety devices (tilt alarms, limit switches, interlocks)

Provincial Requirements

- Alberta: Equipment must be inspected and maintained per manufacturer specs (Part 6 & 23).
- BC: Mandatory pre-use inspection per OHSR 14.34.
- Saskatchewan: Employers must maintain powered mobile equipment in safe condition (Part 19).
- Any deficiencies must be reported and corrected before use.

6. Safe Operating Procedure

6.1 Mounting & Starting

- Use 3-point contact when mounting/dismounting.
- Follow manufacturer start-up procedures.
- Test all controls before elevating.
- Ensure the platform entry gate is closed and secured.

6.2 Operating the AWP

Operate only on firm, level ground unless the lift is rated for rough terrain.

- Maintain clear communication with ground personnel.
- Keep the platform floor free of debris.
- Ensure total load (workers, tools, materials) does not exceed rated capacity.

Maintain safe clearance from:

- Energized electrical lines
- Structures, equipment, and pinch points
- Use barricades or cones in high-traffic areas.
- Never override safety devices or interlocks.
- Never climb, sit, or stand on guardrails.
- Do not move the lift while elevated unless permitted by the manufacturer.

Stop work immediately if:

- High winds occur
- The lift becomes unstable
- A malfunction or alarm occurs
- Visibility becomes compromised

Provincial Requirements

- Alberta: Minimum approach distances to powerlines per Part 40.
- BC: Strict electrical approach distances per OHSR 19.24–19.26.
- Saskatchewan: Powered mobile equipment must be operated safely and with visibility (Part 19).

7. Shutdown Procedure

- Lower the platform to the stowed position.
- Travel to a designated parking area that is firm and level.
- Bring the unit to a complete stop and place controls in neutral.
- Idle engine briefly to cool (if applicable).
- Shut off engine or disconnect electrical power.
- Close fuel valve (if equipped).
- Remove key and secure the lift to prevent unauthorized use.
- Dismount using 3-point contact.
- Return the key to the Site Superintendent.

8. Potential Hazards

- Tip-over due to unstable ground, overload, or improper operation
- Falls from height
- Electrocution from overhead powerlines
- Collision with structures, equipment, or personnel
- Pinch points between platform and structures
- Mechanical failure due to poor maintenance
- Poor housekeeping inside the platform
- Restricted movement when working indoors or in tight spaces

9. Required PPE

- CSA-approved protective headwear
- Full-body harness and lanyard/SRL (as required)
- Protective footwear
- Fire-resistant coveralls with reflective striping
- Gloves
- Eye protection
- Hearing protection (as required)

TRI-ENERGY SERVICES LTD

WORKING ALONE - MISSING OR OVERDUE EMPLOYEE PROCEDURE

1. Purpose

Tri-Energy Services Ltd. is committed to ensuring the safety of all workers who perform tasks alone or in isolated locations. This procedure outlines the required actions when a worker is missing, overdue, or fails to check in as scheduled. The goal is to initiate a rapid, organized response to locate the worker, provide assistance, and prevent further harm.

2. Scope

This procedure applies to:

- All Tri-Energy employees
- All contractors working under Tri-Energy supervision
- All worksites where workers may be working alone or in isolated conditions
- This includes driving between sites, field operations, remote locations, and any task where direct supervision is not immediately available.

3. Immediate Actions When a Worker Is Missing or Overdue

3.1 Person in Charge

The designated person responsible for monitoring the worker must:

- Immediately take charge of the situation
- If another employee or supervisor can respond faster, notify them and then assume control of the response
- Begin gathering information (last known location, task, hazards, vehicle description, communication attempts)

4. Mobilizing Assistance

4.1 Available Workers

If other workers are nearby and available:
They may be reassigned to assist in the search
All assisting workers must be informed of potential hazards, such as:

- H2S exposure
- Wildlife hazards
- Poor road conditions
- Weather concerns
- Equipment hazards
- Terrain risks

4.2 No Workers Available

If no other workers are available and third-party assistance is not accessible:

- The person in charge may proceed to the worker's last known location
- They must assess hazards before entering the area
- They must maintain communication with Tri-Energy supervision

5. Locating the Worker

Once the missing or overdue worker is located:

- Notify the person in charge immediately

The person in charge will:

- Call off the search
- Assess the worker's condition
- Activate emergency medical services if required
- Notify Tri-Energy management

If the worker is injured or requires medical attention, follow the Emergency Transport Policy.

6. Escalation Requirements

6.1 Emergency Services

Call 911 immediately if:

- The worker is found injured
- The worker is unresponsive
- The worker cannot be safely transported
- There is a life-threatening hazard

6.2 Tri-Energy Notification

Tri-Energy Services Ltd. must be contacted immediately when:

- A worker is injured
- Emergency services have been called
- The worker cannot be located in a reasonable timeframe

6.3 Authorities and Upper Management
If the worker cannot be located promptly:

- Notify local authorities (RCMP, police, or emergency services)
- Notify Tri-Energy upper management
- Provide all available information

7. Documentation and Investigation

Once the situation is resolved:

- The entire event must be documented
- A formal investigation must be conducted
- Findings must be submitted to Tri-Energy HSE
- Corrective actions must be implemented
- A safety meeting must be held to review lessons learned
- Documentation must include:
- Timeline of events
- Names of involved personnel
- Communication attempts
- Hazards identified
- Actions taken
- Final outcome

8. Responsibilities

Workers

- Follow working-alone procedures
- Maintain scheduled check-ins
- Report hazards immediately
- Ensure communication devices are functional

Supervisors

- Ensure working-alone plans are in place
- Verify communication schedules
- Respond immediately to missed check-ins
- Coordinate search and rescue efforts

Tri-Energy HSE

- Support emergency response
- Conduct investigations
- Track trends and corrective actions
- Update working-alone procedures as needed

TRI ENERGY SERVICES LTD

HAZARDOUS SPILL RESPONSE POLICY AND PROCEDURE

1. Purpose

Tri-Energy Services Ltd. is committed to preventing, controlling, and responding to hazardous and toxic chemical spills in a manner that protects workers, the public, property, and the environment. This policy outlines the required actions for spill prevention, emergency response, containment, cleanup, reporting, and follow-up.

2. Scope

This policy applies to:

- All Tri-Energy employees and contractors
- All worksites, vehicles, and equipment
- All hazardous substances including fuels, chemicals, oils, glycols, solvents, acids, caustics, and any material that may cause an adverse environmental effect

3. Policy Statement

Tri-Energy Services Ltd. requires that:

- All hazardous spills are treated as uncontrolled events
- Workers protect themselves first, then others, then property, then the environment
- All spills are contained, controlled, and reported immediately
- No worker enters a contaminated atmosphere without proper training and respiratory protection
- All spills are documented and investigated
- All environmental releases are reported to regulatory authorities when required
- Spill prevention measures are implemented at all worksites
- Spill kits are maintained, inspected, and inventoried routinely
- Workers receive training on spill prevention, storage practices, and spill response

4. Hazard Identification & Control Process

Tri-Energy will identify and control spill-related hazards through:

4.1 Hazard Identification

- Review of SDS sheets
- Worksite hazard assessments
- Identification of chemical storage areas
- Identification of transfer points (fueling, loading, unloading)
- Identification of environmental pathways (drains, ditches, waterways)

4.2 Hazard Controls

- Secondary containment for all liquid storage
- Segregation of incompatible chemicals
- Proper labeling and sealed containers
- Use of spill pallets, berms, and containment trays
- Routine inspections of storage and transfer areas
- Immediate correction of deficiencies

5. Storage Practices to Prevent Leaks or Spills

Tri-Energy will implement the following storage practices:

- Store chemicals in designated, ventilated, and clearly marked areas
- Use secondary containment for all liquid containers
- Keep containers sealed when not in use
- Store incompatible materials separately
- Maintain drip trays under transfer points
- Minimize on-site liquid storage where possible
- Inspect storage areas weekly for leaks, corrosion, or damage

6. Inspection Process

Tri-Energy will maintain an inspection program that includes:

6.1 Storage Area Inspections

- Weekly inspections of chemical storage areas
- Documentation of leaks, corrosion, damaged containers, or missing labels
- Corrective actions tracked to completion

6.2 Spill Kit Inspections

- Monthly spill kit inspections
- Inventory checklist completed and signed
- Replacement of used or expired materials
- Inspection records maintained for audit purposes

6.3 Equipment Inspections
- Verification that spill response equipment is present, accessible, and functional
- Inspection of absorbents, berms, neutralizers, PPE, and tools

7. Equipment Location and Use

Tri-Energy will ensure workers know:
- The exact location of spill kits at each worksite
- The location of spill pallets, containment berms, and absorbents
- How to use spill response equipment safely
- How to deploy berms, socks, absorbents, and neutralizers
- How to shut off ignition sources and isolate chemical flow

8. Spill Kits — Location, Inventory & Inspection

Each worksite must:
- Maintain spill kits at designated, clearly marked locations
- Post spill kit locations on the ERP map
- Maintain a spill kit inventory list
- Conduct monthly inspections
- Document inspection results
- Replace used or expired materials immediately

9. Procedures to Reduce Chemical Release Risks

Tri-Energy will implement the following release-prevention procedures:
- Designate and isolate loading/unloading areas
- Use drip trays at delivery inlets and fueling points
- Minimize on-site liquid storage
- Use flow-control valves during liquid transfer
- Ensure prompt cleanup of minor drips and leaks
- Maintain secondary containment at all transfer points
- Ensure transfer hoses and fittings are inspected before use

10. Training Requirements

Training will be provided to all personnel reasonably expected to work in or around chemical storage or transfer areas. Training includes:
- Hazard identification and control
- Chemical storage practices
- Spill prevention procedures
- Proper handling of hazardous materials
- PPE selection and use
- Spill kit location and use
- Spill response procedures
- Reporting requirements
- Environmental protection measures
- Supervisors must ensure workers demonstrate competency before performing work.

11. Responsibilities

Workers
- Follow spill response procedures
- Use PPE
- Report spills immediately
- Assist with containment if safe

Supervisors
- Ensure workers are trained
- Coordinate spill response
- Notify HSE and authorities as required
- Ensure cleanup and documentation

Tri-Energy HSE
- Provide regulatory guidance
- Conduct investigations
- Coordinate environmental reporting
- Track corrective actions

12. Policy Review

This policy will be reviewed annually or when:
- Legislation changes
- A significant spill occurs
- New chemicals or processes are introduced

SEVERE WEATHER AND NATURAL HAZARDS RESPONSE POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to protecting workers, contractors, visitors, and the public from hazards associated with severe weather and natural disasters. This policy establishes the procedures for monitoring, responding to, and mitigating risks from tornadoes, lightning, wildfires, floods, blizzards, and other severe weather events.

2. Scope

This policy applies to:

- All Tri-Energy employees and contractors
- All worksites, vehicles, and field operations
- All outdoor and indoor work environments where severe weather may pose a risk

3. General Requirements

- Supervisors must monitor Environment Canada weather alerts and site-specific conditions.
- Work must be stopped when weather conditions create unsafe environments.
- Workers must follow all evacuation orders immediately.
- A headcount must be completed at muster points.
- No worker may return to the worksite until an ALL CLEAR is issued by authorities or Tri-Energy management.

4. Tornado Response Procedures

A tornado is a violently rotating column of air extending from a thunderstorm to the ground, capable of extreme destruction with wind speeds exceeding 250 mph.

4.1 Warning Signs

- Dark, greenish sky
- Large hail
- Loud, continuous roar
- Rapid cloud rotation
- Environment Canada tornado watches/warnings

4.2 Required Actions

- Stay weather-alert and monitor warnings.
- When a tornado threatens, take shelter immediately in:
  - A basement
  - A lower level
  - An interior room away from windows
- Close all doors and windows to reduce internal pressure.
- Bring a communication device and First Aid Kit if possible.
- Conduct a headcount.
- If outdoors with no shelter:
  - Lie flat in a ditch or ravine
  - Shield your head with your arms
- Never attempt to outrun a tornado in a vehicle.
- Flying debris is the greatest hazard — stay low and protected.
- Wait for the ALL CLEAR before leaving shelter.

5. Lightning Storm Response Procedures

Lightning is one of the leading causes of weather-related fatalities. If you can hear thunder, you are within striking distance.

5.1 The 30/30 Lightning Rule (Mandatory)

What the 30/30 Rule Is:
The 30/30 Rule is an internationally recognized lightning safety guideline developed by the **National Weather Service (NWS)** and adopted by Environment Canada and Energy Safety Canada.

The 30/30 Lightning Rule consists of two parts:

Part 1 - The "30 Seconds" Rule

- When you see lightning, count the seconds until you hear thunder.
- If the time is **30 seconds or less**, lightning is close enough to strike your location.
- Stop all outdoor work immediately and seek shelter, preferably in a grounded structure

30 seconds Explanation

- Sound travels roughly 1 km every 3 seconds.
- 30 seconds = lightning within ~10 km — well within striking distance.

Part 2 - The "30 Minutes" Rule

- After the last rumble of thunder, wait 30 full minutes before resuming work.

Why 30 minutes?

- Lightning often strikes ahead of or behind the storm.
- Half of lightning fatalities occur after the storm appears to have passed.

5.2 Outdoor Lightning Safety

If outdoors:

- Avoid high ground and tall isolated objects.
- Stay away from water, metal objects, fences, machinery, and vehicles.
- Seek shelter in a low-lying area (but beware of flooding).
- If on water, return to shore immediately.
- If in a forest, shelter under dense growth of small trees.
- Remember: **There is no safe place outdoors during a thunderstorm.**

If someone is struck:

- They do not carry an electrical charge.
- Call emergency services immediately.
- Begin first aid/CPR if trained.

5.3 Indoor Lightning Safety

- Disconnect electrical appliances.
- Avoid windows, doors, sinks, bathtubs, and metal pipes.
- Do not use wired telephones or equipment.
- Use battery-powered devices only.
- Stay indoors until 30 minutes after the last thunder.

6. Flood Response Procedures

6.1 Warning Signs

- Heavy rainfall for hours or days
- Rising water levels
- Environment Canada flood watches/warnings

6.2 Required Actions

- Move to higher ground immediately.
- Avoid low-lying areas, creeks, rivers, and bridges.
- Never walk through floodwaters — even shallow water can sweep you away.

If driving:

- Turn around — do not enter flooded roads.
- Avoid bridges and culverts.
- Monitor weather alerts continuously.

7. Wildfire Response Procedures

7.1 Evacuation

- If advised to evacuate:
- Leave immediately using designated routes.
- Contact management once safe.

7.2 Driving Through Fire

- Wear fire-retardant coveralls and boots.
- Close windows/vents; set AC to recirculate.
- Use low-beam headlights and hazard lights.
- Watch for pedestrians, wildlife, and livestock.
- Use horn if visibility is poor.
- Never pass other vehicles during evacuation.

TRI-ENERGY SERVICES LTD

7.3 Trapped in a Building

- Stay calm and keep everyone together.
- Call 911 with your location.
- Fill sinks/tubs with cold water.
- Keep doors/windows closed but unlocked.
- Stay away from exterior walls.

7.4 Trapped in a Vehicle (Last Resort)

- Park in a clear area or ditch.
- Remove trailers or fuel if possible.
- Keep windows/vents closed; AC on recirculate.
- Cover yourself with non-synthetic materials.
- Lie on the floor until the fire passes.
- Exit immediately once safe.

8. Blizzard and Winter Storm Procedures

8.1 Before Driving

- Check weather and road conditions.
- Ensure winter survival gear is in the vehicle.
- Clear all snow from windows, mirrors, and lights.

8.2 Driving in a Blizzard

- Use low-beam headlights and hazard lights.
- Drive well below speed limits.
- Never use cruise control.
- Stay in established tire tracks.
- Avoid lane changes.
- Watch for black ice, especially on bridges.
- Give snowplows the right of way.
- Use extreme caution when towing trailers.

8.3 If Stranded

- Call emergency services and management.
- Clear snow from exhaust pipe.
- Place emergency triangles if safe.
- Stay in the vehicle — blizzard disorientation is common.
- Run engine intermittently to conserve fuel.
- Bundle in layers but avoid sweating.
- Move periodically to maintain circulation.
- Stay hydrated.
- Do not fall asleep if alone.

9. Responsibilities

Workers

- Follow all severe weather procedures.
- Stop work when unsafe conditions develop.
- Report hazards immediately.
- Participate in headcounts and evacuations.

Supervisors

- Monitor weather alerts.
- Initiate work stoppages and evacuations.
- Conduct headcounts.
- Ensure workers are trained and equipped.
- Report severe weather incidents to HSE.

Tri-Energy HSE

- Maintain weather-related procedures.
- Support emergency response.
- Conduct investigations when required.
- Update policies based on lessons learned.

10. Policy Review

This policy will be reviewed annually or when:

- Legislation changes
- Severe weather incidents occur
- New hazards or procedures are introduced

FIRST AID POLICY

1. Purpose
Tri-Energy Services Ltd. is committed to ensuring that all workers have timely access to appropriate first aid services, equipment, facilities, and trained personnel. This policy establishes the minimum requirements for first aid training, equipment, transportation, and documentation in accordance with applicable provincial Occupational Health and Safety legislation.

2. First Aid Services
Tri-Energy Services Ltd. will ensure that first aid services are readily available at all worksites.
These services include:
- Adequate first aid supplies
- First aid facilities where required by legislation
- Trained and certified first aid attendants
- Suitable transportation for injured or ill workers
- Tri-Energy will meet or exceed the first aid requirements of the province in which work is being performed.

3. First Aid Training Requirements
All field workers must hold valid first aid certification that meets or exceeds the minimum provincial standards:
- Alberta: Standard First Aid – Level A with AED
- British Columbia: Occupational First Aid Level 1 (OFA Level 1)
- Saskatchewan: Standard First Aid with CPR-A or CPR-C (as required by Saskatchewan OHS Regulations)
- Supervisors must ensure workers maintain valid certification and complete refresher training before expiry.

4. First Aid Equipment Requirements
Tri-Energy Services Ltd. will ensure all vehicles and worksites are equipped with appropriate first aid kits:
- Alberta: Level 2 First Aid Kit
- British Columbia: Level 1 First Aid Kit
- Saskatchewan: First aid kit type and quantity as required by Saskatchewan OHS Table 9 and Table 10

Additional requirements:
- Emergency eyewash units will be provided in all vehicles and at worksites where exposure hazards exist.
- First aid kits will be stored in clean, sealable, and easily identifiable containers.
- First aid equipment will undergo a formal annual inspection, with ongoing checks performed as required.

The location of first aid supplies will be reviewed during:
- New Worker Orientation
- Site-specific orientations
- Tailgate/tailboard meetings

Tri-Energy will always meet or exceed the requirements of applicable OH&S legislation.

5. First Aid Attendants
The number and level of first aid attendants will comply with:
- Alberta OH&S Code – Schedule 2, Tables 5–7
- British Columbia OH&S Regulation – Part 3, Schedule 3A, Tables 1–6
- Saskatchewan OHS Regulations – Part 5, Tables 9–12

Tri-Energy will ensure:
- Adequate coverage for all shifts
- Attendants are trained, competent, and equipped
- Attendants are clearly identified to workers

6. Emergency Response Plans (ERP)
Before workers are dispatched to any worksite, Tri-Energy will ensure an Emergency Response Plan is established. The ERP will include:
- Procedures for transporting injured or ill workers
- The nearest health care facility and travel route
- Communication procedures
- Roles and responsibilities during medical emergencies
- Transport Vehicle Requirements
- Transport vehicles used for medical evacuation must:
- Be capable of safely travelling the road conditions between the worksite and the health care facility
- Provide weather protection for the injured worker
- Contain communication equipment (radio or phone)

Accommodate:
- A stretcher
- A first aid attendant
- A driver

7. Reporting Injuries and Illness

Any worker who becomes injured or ill must report the situation to the site supervisor immediately.

- The worker and supervisor will determine whether:
- First aid is required
- Further medical attention is needed
- Transportation is necessary
- If transport is required, the ERP will be activated.

8. First Aid Records

A first aid record will be completed for all injuries and illnesses, regardless of severity.
Records will be retained for a minimum of three years and will include:

- Name of the injured or ill worker
- Name and qualifications of the first aider
- Date and time of injury/illness and when it was reported
- Description of the injury or illness
- Treatment provided
- Cause of the injury or illness
- Location where the incident occurred
- All injuries and illnesses will be reported to regulatory authorities as required by law.

9. Compliance

Tri-Energy Services Ltd. will maintain full compliance with:

- Alberta OH&S Act, Regulation, and Code
- British Columbia Workers Compensation Act and OH&S Regulation
- Saskatchewan Employment Act and OHS Regulations
- Client-specific first aid requirements
- Industry best practices

Transportation Plan

If an ambulance service is not readily available, or if the worksite is considered 'distant' or 'isolated,' Tri-Energy Services Ltd. Will ensure before work begins, that a transportation plan is in place.

The transportation plan will consider the following factors:

The types of injuries or illnesses likely to occur given the hazards inherent to the work and the ages and limitations of the workers.

- The number of workers at the worksite.
- The distance to be travelled from the worksite to the health care facility.
- The availability of a local ambulance service.
- Ambulance or emergency vehicle response times.
- The time(s) of day that the worksite is in operation.
- The means of transportation needed to get to the worksite.
- Transportation routes.
- Seasonal or weather changes that may affect the means or routes of transportation.
- Travel times.

Ideas to Consider When Building a Transportation Plan

The written plan must be available to all, including Occupational Health and Safety Officers upon request. Officers will look for the following in a transportation plan:

- Who to call — a list of the means of transportation that is to be used to transport injured or ill workers. The plan must specify whether an ambulance service is used, whether a means of transportation is summoned from a different location or whether on-site transportation is available.
- How to call — a clear statement of how the means of transportation will be summoned. List telephone numbers or radio channels as appropriate. Tri-Energy Services Ltd. Must ensure that telephone numbers are current and correct.
- Who makes the call — a clear statement of who may summon the emergency means of transportation.
- What to say — a listing of the information that the caller must give to the ambulance service so that the service can respond quickly. Location coordinates, for example, may be important when trying to reach a worksite in an isolated area.
- What to expect — a description of what will happen in the event that another worker becomes injured while the first one is being transported to a health care facility. Workers and first aiders remaining at the worksite must know what to do, whom to call if work continues and another worker becomes injured. The transportation requirements apply at all times while work is being performed at the worksite.
- Communication of the plan — evidence that the plan has been communicated to workers, including all designated first aiders. Officers may verify this by talking to workers and asking what the workers would do if they had to summon an ambulance.
- Date of plan completion — the plan should be dated to show when it was completed and how current it is.

Ambulance services should be contacted in advance to find out the processes involved in responding to a call and the expected response times. Response times to distant and/or isolated worksites may vary considerably depending on the type of day, the weather and other factors.

Accompanying Hurt Worker
Where a worker is seriously injured or in the opinion of first aid attendant, needs to be accompanied during transportation, Tri-Energy Services Ltd. Will ensure that the worker is accompanied by a first aid attendant during transportation if travelling by means other than an ambulance.

Record of Injury or Illness
Tri-Energy Services Ltd. Will create and maintain an accurate written record of all work-related injuries or sudden occurrences of illness that workers experience while at work. This is documented on the Tri-Energy Services Ltd. First Aid Record Form.

If the cause of the illness or injury is unknown at the time treatment is provided, every effort should be made to determine the cause within a reasonable period of time and add this information to the First Aid Record Form. Workers must immediately report all injuries to Tri-Energy Services Ltd. Even if no first aid is administered, any illness or injury reported by a worker must be recorded. A record will include the following:

1. The name of the worker.
2. The name and qualifications of the person giving first aid.
3. A description of the illness or injury.
4. The first aid given to the worker.
5. The date and time of the illness or injury.
6. The date and time, the illness or injury was reported.
7. Where the incident occurred.
8. The work-related cause of the incident, if any. Tri-Energy Services Ltd. Must retain the records for three years from the date the incident is recorded.

Workers will have access to blank First Aid Record Forms at the worksite(s). Completed forms must be sent to Tri-Energy Services Ltd. Supervisor, and all completed first aid records will be retained for a minimum of three years from the date on which the injury or illness occurred. Completed records must not be kept in the first aid kit.

Dave Reykdal	403-350-6662
Curtis Gowler	778-227-1945
Trevor Somers	306-580-1391

Alberta

Emergency Services 9-1-1	CANUTEC (613) 996-6666 or *666 from a cellular phone
Workers Compensation Board (WCB) Alberta 1-866-922-9221	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
Transportation of Dangerous Goods 1-800-272-9600	Alberta Occupational Health & Safety 1-866-415-8690
TELUS 403-310-3100	Provincial Disaster Services 1-800-272-9600
Alberta Forestry 1-877 944-0313	EPCOR 403-310-4300
Alberta 1- Call 1-800-242-3447	Alberta Environment 1-800-222-6514
FORTIS 403-310-9473	Alberta Energy & Utilities Board 1-780-538-5138
Poison Control Center 1-800-332-1414	Alberta Fish & Wildlife 1-780-926-2238

British Columbia

Emergency Services 9-1-1	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
WorkSafe BC 1-888-621-7233	Provincial Emergency Program 1-800-663-3456
BC One-Call 1-800-474-6886	Ministry of Environment 1-250-387-1187
Poison Control Centre 1-800-567-8911	BC Oil & Gas Commission 1-800-663-3456
BC Utilities Commission 1-800-663-1385	BC Nurse Line 1-866-215-4700

Saskatchewan

Emergency Services 9-1-1	STARS Air Rescue Emergency Link Centre 1-888-888-4567 or *4567 from a cellular phone
WorkSafe Saskatchewan 1-800-567-7233	Saskatchewan WCB 1-800-667-7590
Saskatchewan Spill Control Centre 1-800-667- 7525	Saskatchewan Transport Compliance Branch 1-866-933- 5290
Sask 1st Call 1-866-828-4888	SaskTel 1-800-727-5835

TRI-ENERGY SERVICES LTD.

INCIDENT REPORTING AND INVESTIGATION PROGRAM

1. Purpose

The purpose of the Incident Reporting and Investigation Program is to identify the immediate and underlying causes of incidents and to implement corrective and preventive measures that strengthen Tri-Energy's Health and Safety Management System. Tri-Energy is committed to a transparent, timely, and systematic approach to reporting and investigating all incidents, near misses, and unsafe conditions to support continuous improvement in safety performance.

2. Reporting Requirements

All workers, contractors, and visitors must report incidents immediately to their supervisor, regardless of severity.

Reportable events include:

- Injuries or illnesses — occupational or work-related
- Near misses or close calls
- Property or equipment damage
- Environmental releases
- Hazardous conditions or unsafe behaviours

Prompt reporting ensures hazards are controlled quickly and that accurate information is captured while details remain reliable.

3. Investigation Process

Tri-Energy conducts investigations using a structured, evidence-based methodology. The investigation process includes:

- Securing the scene and ensuring ongoing safety
- Collecting physical evidence, photographs, and relevant documentation
- Interviewing involved workers and witnesses
- Reviewing procedures, training records, and work practices
- Identifying direct causes, contributing factors, and underlying system gaps

Investigations are fact-finding, not fault-finding. The objective is to determine what happened, why it happened, and how recurrence can be prevented.

4. Roles and Responsibilities

- **Supervisors**: Initiate investigations, ensure immediate reporting, secure the scene, and implement interim controls.
- **Workers**: Participate honestly in interviews and provide accurate information.
- **Management**: Review investigation findings, approve corrective actions, and ensure resources are available for implementation.
- **HSE Personnel:** Lead or support root-cause analysis, ensure documentation accuracy, & verify completion and effectiveness of corrective actions.

5. Corrective and Preventive Actions

All corrective actions identified through the investigation process are:

- Assigned to responsible personnel
- Given defined timelines for completion
- Tracked and verified for effectiveness
- Documented in the Tri-Energy Corrective Action Log

Lessons learned are incorporated into procedures, training, toolbox talks, and operational planning to strengthen the overall safety management system.

6. Documentation and Communication

All investigation findings are recorded using the Tri-Energy Incident Report and Investigation Form. Summaries of significant incidents and lessons learned are communicated to affected workers and shared across the organization to reinforce awareness and prevent recurrence.

7. Continuous Improvement

Incident data is reviewed regularly to identify trends, recurring hazards, and opportunities for improvement. This information supports strategic decision-making, resource allocation, and the ongoing development of a proactive safety culture. Incident investigations are intended to determine the direct causes of an incident and recommend changes to the health and safety management system to prevent similar events.

INVESTIGATION POLICY

1. Policy Statement

Tri-Energy Services Ltd. is committed to a proactive, systematic, and legally compliant approach to incident reporting and investigation. All incidents, including loss events, no-loss events, near misses, occupational illnesses, work refusals, and vehicle-related occurrences, shall be investigated to determine causal factors and implement corrective and preventive actions that reduce the likelihood of recurrence.

2. Reporting Requirements

All injuries, incidents, near misses, and safety concerns must be reported immediately to Tri-Energy Services Ltd. management to ensure timely response and appropriate treatment of the situation.

- Incidents requiring investigation shall be documented using the Tri-Energy Incident Investigation Form.
- Safety concerns, hazards, unsafe acts, near misses, or noteworthy events shall be recorded using the Tri-Energy Safety Concern Form.

All workers are required to report all incidents and near misses without exception. Failure to report may result in disciplinary action in accordance with company policy. Management shall promptly conduct initial investigations to secure the scene, gather information, and prevent further harm.

3. Types of Incidents Requiring Investigation

Tri-Energy Services Ltd. will investigate, at minimum, the following categories of events:

- Personal injuries requiring first aid or medical treatment
- Incidents causing property damage or operational interruption including events with potential for loss
- Occupational illnesses
- No-loss events (near misses/close calls)
- Work refusals under applicable OHS legislation
- Vehicle incidents involving company or contractor vehicles
- Investigations may also be initiated for any event deemed significant by management or HSE personnel.

4. Legislative Reporting Requirements

Tri-Energy Services Ltd. will ensure that all reportable incidents are submitted to the appropriate regulatory authority as required by law:

- Alberta: Reportable incidents will be submitted in accordance with Section 18(1) of the Alberta OHS Act.
- Saskatchewan: Reporting will comply with Sections 8 and 9 of the Saskatchewan OHS Regulations.

British Columbia: Incidents will be reported to WorkSafeBC Emergency and Accident Reporting pursuant to Division 10, Section 172 of the Workers Compensation Act. Regulatory reporting does not replace internal reporting or investigation requirements.

5. Investigation Process

Tri-Energy Services Ltd. will conduct investigations using a structured, evidence-based methodology designed to identify immediate causes, contributing factors, and underlying system deficiencies.

The investigation process includes:

- Securing the scene to prevent further injury or damage
- Collecting evidence including photographs, measurements, samples, and documentation
- Interviewing involved workers and witnesses in a respectful, non-punitive manner
- Reviewing procedures, training records, and work practices
- Identifying causal factors using recognized root-cause analysis techniques
- Determining corrective and preventive actions

Investigations are fact-finding, not fault-finding. The purpose is to understand what occurred, why it occurred, and how recurrence can be prevented.

6. Roles and Responsibilities

Management

- Conduct initial investigations promptly.
- Ensure appropriate resources are available for thorough investigation.
- Review investigation findings and approve corrective actions.
- Ensure regulatory reporting requirements are met.

Supervisors

- Secure the scene and ensure immediate hazards are controlled.
- Initiate the investigation and gather preliminary information.
- Participate in root-cause analysis and corrective action development.

Workers

- Report all incidents, near misses, and hazards immediately.
- Participate honestly in interviews and provide accurate information.
- Assist in implementing corrective actions when assigned.

HSE Personnel

- Lead or support investigations as required.
- Facilitate root-cause analysis and ensure documentation accuracy.
- Track corrective actions and verify their effectiveness.
- Maintain incident records and trend analysis.
- For a deeper breakdown, you can expand any section, such as Supervisor Responsibilities or HSE Roles.

7. Corrective and Preventive Actions

Corrective actions identified during investigations shall be:

- Assigned to responsible personnel
- Given defined timelines for completion
- Tracked through the Tri-Energy Corrective Action Log
- Verified for effectiveness by management or HSE personnel

Preventive actions may include procedure updates, training enhancements, engineering controls, or operational changes.

8. Communication and Worker Engagement

All incidents and corrective actions shall be reviewed with workers during scheduled safety meetings to reinforce learning and promote hazard awareness.

Significant incidents, trends, and lessons learned will be communicated across the organization to support a proactive safety culture.

9. Recordkeeping and Documentation

Tri-Energy Services Ltd. will maintain complete and accurate records of:

- Incident Investigation Forms
- Safety Concern Forms
- Corrective Action Logs
- Regulatory reports
- Trend analyses and summary reports

Records will be retained in accordance with legislative requirements and company policy.

TRI-ENERGY SERVICES LTD

INCIDENT REPORTING POLICY

1. Policy Statement:

All health and safety incidents must be reported, regardless of severity, and must be documented and submitted as soon as possible. Reporting an incident requires the worker to communicate the event to Tri-Energy Services Ltd. management, complete the appropriate form, and submit the documentation for review.

This policy supports the Incident Investigation Program and ensures timely response, hazard control, and compliance with applicable legislation.

2. Reporting an Incident

Workers must immediately report all incidents verbally to management. The initial report must include:

- The details of the incident
- The current status of workers involved
- The condition of equipment or property
- Any injuries, illnesses, near misses, or work refusals

Additional requirements include:

- Protection of evidence as required by legislation
- Identification of incidents requiring regulatory reporting
- Dispatching assistance or coordinating corrective action based on severity
- Beginning documentation on the Incident Investigation Report Form as soon as possible

3. Reporting Hazardous Conditions

If a hazardous condition is identified that was not captured during the Field Level Hazard Assessment:

- Bring the condition to the attention of a supervisor immediately
- Ensure all workers in the area are informed
- Ensure corrective measures are taken to eliminate or control the hazard
- Complete a Safety Concern Report Form and submit it to management
- Management will investigate and determine whether a new policy or procedure is required, or if revisions or additional training are necessary
- The report will be reviewed at safety meetings

4. Reporting Near Misses

If a worker is involved in a near miss (for example, "that was close" or "I was lucky"):

- Report it to a supervisor immediately
- Ensure corrective action is taken immediately if there is a risk of injury or damage
- Complete a Safety Concern Report Form and submit it for review
- Management will investigate to determine whether new or revised procedures or additional training are required
- The report will be reviewed at safety meetings
- You can expand this section using Near Miss Reporting Procedures.

5. Worker Responsibilities

Workers must comply with Tri-Energy Services Ltd. incident reporting requirements. Open communication must be maintained at all times to ensure timely reporting, hazard control, and accurate documentation. All incidents and near misses will be investigated. The investigation procedure is detailed in the following section of this manual.

6. Regulatory Reporting Requirements

In the case of an incident requiring reporting under Occupational Health and Safety legislation, Tri-Energy Services Ltd. will ensure prompt notification to the applicable provincial authority.

6.1 Alberta OHS Act

Incidents must be reported if they:

- Result in death
- Cause a worker to be admitted to hospital
- Involve an unplanned or uncontrolled explosion, flood, or fire that causes or has the potential to cause serious injury
- Involve the collapse or upset of a crane, derrick, or hoist
- Involve the collapse or failure of any structural component necessary for the integrity of a building or structure
- Meet the definition of a notable near miss under Alberta OHS legislation
- Expand this section using Alberta Reportable Incidents.

6.2 British Columbia Workers Compensation Act
Incidents must be reported if they:

- Result in serious injury or death
- Involve structural failure or collapse of a building, bridge, tower, crane, hoist, temporary support system, or excavation
- Involve a major release of a hazardous substance
- Involve a blasting accident resulting in injury or unusual explosive events
- Involve a diving incident requiring treatment for decompression sickness
- Involve any other serious mishap

6.3 Saskatchewan OHS Regulations
Incidents must be reported if they:

- Result in death
- Cause a worker to be admitted to hospital for more than 24 hours
- Are classified as a Dangerous Occurrence, including:
- Structural failure or collapse of a structure, scaffold, falsework, or formwork
- Collapse of an excavated shaft, tunnel, caisson, coffer dam, trench, or excavation
- Failure or overturning of a crane or powered mobile equipment
- Accidental contact with an energized electrical conductor
- Bursting of a grinding wheel
- Uncontrolled spill or escape of a toxic, corrosive, or explosive substance
- Premature or accidental detonation of explosives
- Failure of an elevated or suspended platform
- Failure of an atmosphere-supplying respirator

7. Communication and Review

All incident reports, safety concern forms, and near miss reports will be reviewed at scheduled safety meetings. Management will ensure that corrective actions, procedural updates, and training requirements are communicated to all affected workers.

TRI-ENERGY SERVICES LTD

REPORTING & INVESTIGATING POTENTIALLY SERIOUS INCIDENTS (PSI's)

1. Definition of a Potentially Serious Incident (PSI)

A Potentially Serious Incident is any event where a reasonable and informed person would conclude that, under slightly different circumstances, there was a high likelihood that a serious injury could have occurred. A PSI does not require an actual injury and is not limited to workers. It applies to any person who could have been harmed.

When determining whether an incident qualifies as a PSI, the following factors must be considered:

- Actual circumstances of the incident including the people involved, location, timing, and work practices
- Hazards present at the time
- Controls in place at the time and whether they were adequate
- Slightly different circumstances such as timing, distance, or body position that could have resulted in serious injury
- Similar incidents within the past two years within Tri-Energy or the prime contractor's operations that resulted in serious injury
- A serious injury is defined under Section 40(2)(a) and (b) of the Alberta OHS Act as an injury that:
- Results in a fatality
- Causes an individual to be admitted to hospital as an inpatient

2. Information Required for PSI Reporting

Tri-Energy Services Ltd. must provide the following information when reporting a PSI:

- The location where the PSI occurred
- A clear description of what happened
- The date and time of the PSI

Additional information may be required depending on the circumstances. You can expand this section using PSI Reporting Requirements.

3. Responsibility for Investigating a PSI

- To meet its obligations under the Alberta OHS Act, Tri-Energy Services Ltd. will:
- Investigate the circumstances surrounding the PSI
- Involve the Joint Work Site Health and Safety Committee (HSC) or Health and Safety Representative, if applicable
- Prepare a written report outlining the circumstances of the incident and any corrective actions taken
- Provide a copy of the report to the Director of Inspection
- Provide a copy of the report to the HSC or HS Representative, or make it available to workers if no committee or representative exists
- Retain a copy of the PSI report for a minimum of two years

4. Actions Taken After a PSI is Reported

After a PSI has been reported, an OHS Officer may contact Tri-Energy Services Ltd. or attend the work site to conduct an inspection. The Officer has the authority to:

- Collect information, including electronic documents related to worker health and safety
- Obtain statements from witnesses
- Request documents or seize samples of substances, materials, products, tools, appliances, or equipment involved in the incident
- Conduct any other inspection activities permitted under the OHS Act
- Regardless of OHS involvement, Tri-Energy Services Ltd. is required to conduct its own independent investigation.

5. Internal PSI Investigation Requirements

Tri-Energy Services Ltd. will conduct an internal PSI investigation that includes:

- Securing the scene and preserving evidence
- Interviewing involved workers and witnesses
- Reviewing work practices, procedures, and training
- Identifying causal and contributing factors
- Determining corrective and preventive actions
- Documenting findings in the PSI Investigation Report

6. Communication and Follow Up

Tri-Energy Services Ltd. will:

- Communicate PSI findings to the HSC or HS Representative
- Share lessons learned with affected workers
- Review corrective actions at safety meetings
- Track and verify the effectiveness of corrective actions

CONDUCTING INCIDENT INVESTIGATIONS

1. Purpose of Conducting Investigations

Incident investigations are conducted to determine the direct and underlying causes of an incident and to recommend improvements to the health and safety management system that will prevent similar events from occurring. All incidents must be investigated and documented using the Tri-Energy Services Ltd. Incident Investigation Report Form.
Near misses that could have resulted in injury or fatality must also be thoroughly investigated. While this procedure provides a general framework, each incident is unique. The level of detail and effort required will depend on the severity and potential consequences of the event.

2. Types of Incidents to be Investigated

- Tri-Energy Services Ltd. will investigate the following types of incidents:
- Any incident or personal injury requiring first aid
- Incidents causing property damage or operational interruption with potential for loss
- Occupational illnesses
- No-loss events or near misses with potential for serious injury or major equipment damage
- Work refusals due to unsafe conditions
- Incidents involving Workers' Compensation Board claims
- All vehicle and equipment damage
- Significant spills, leaks, or releases of hazardous substances

3. Investigation Procedures

In the event of any work-related incident that results in personal injury, property damage, equipment damage, or a near miss, the following procedures must be followed:

3.1 Immediate Reporting

- Immediately report the incident verbally to Tri-Energy Services Ltd. management.
- Include details of the incident, the condition of workers, and the status of equipment or property.

3.2 Initial Response

- Depending on the severity, the supervisor will dispatch assistance or coordinate corrective action.
- Ensure the scene is safe and that no further injury or damage occurs.

3.3 Documentation Requirements

- Complete all required company and regulatory forms fully and concisely.
- Submit documentation to Tri-Energy Services Ltd. management as soon as possible, and no later than 12 hours after the incident.

4. Management Investigation Responsibilities

Management will conduct a formal investigation using the Tri-Energy Services Ltd. Incident Investigation Report Form. The investigation will include the following steps:

- Ensure injured persons receive appropriate care
- Ensure no additional hazards or risks remain
- Obtain an overall understanding of what occurred
- Examine equipment, materials, and environmental conditions involved
- Preserve evidence and safeguard physical items related to the incident
- Leave the scene undisturbed whenever possible, except for rescue or hazard control
- Take photographs of the scene and relevant equipment
- Interview witnesses and obtain written statements when appropriate
- Analyze all available information to determine direct causes, contributing factors, and system failures
- Focus on identifying where the system failed the worker, not solely where the worker failed the system
- Determine corrective actions that will prevent recurrence
- Complete the investigation report
- Follow up to ensure corrective actions are implemented and effective

5. Corrective Action and Follow Up

Tri-Energy Services Ltd. will:

- Assign corrective actions to responsible personnel
- Establish timelines for completion
- Track corrective actions to closure
- Verify that corrective actions are effective
- Communicate findings and lessons learned during safety meetings

INCIDENT DOCUMENTATION REQUIREMENTS

1. General Documentation Standards

All incidents must be documented and submitted to Tri-Energy Services Ltd. management without delay. Incident investigation reports must be retained for a minimum of three years after the investigation has been concluded.

2. Required Contents of Incident Files

Each incident file must contain the following:

- Copy of the initial incident report
- All investigation documents including interview notes, investigator reports, photographs, and copies of all loss-related invoices
- Proof of corrective action implementation including evidence that all agreed recommendations have been completed

3. Injury Record Requirements

Tri-Energy Services Ltd. will maintain a record of each injury that affects a worker and is made known to the company. Each injury record must include:

- Date, time, and location of the incident
- Name of the affected worker
- Brief description of the injury
- Identified causes of the injury
- First aid treatment received, if applicable

4. Implementing Recommendations

1. Documentation of Recommendations
All recommendations approved by Tri-Energy Services Ltd. management must be documented & closed out through the following actions:

- Communicating recommended changes through safety alerts or safety memos
- Documenting the corrective action process including timelines, responsible persons, and required actions
- Conducting follow up inspections performed by management to verify completion
- Developing new procedures or amending existing procedures and regulations as required

Verification and Closure
Tri-Energy Services Ltd. will ensure that:

- Corrective actions are implemented within the required timeframe
- Actions are verified for effectiveness
- Documentation is updated to reflect closure

5. Lessons Learned and Continuous Improvement

1. Communication of Lessons Learned
Lessons learned from incident investigations will be communicated during scheduled safety meetings. These discussions will include:

- A summary of the incident and contributing factors
- Corrective and preventive actions implemented
- Recommendations for improvement
- Reinforcement of safe work practices

This process ensures that all workers understand the causes of incidents and the measures taken to prevent recurrence.

6. Management Review

Tri-Energy Services Ltd. will ensure that senior managers are actively involved in the investigation process.
This includes:

- Reviewing all completed investigations
- Providing feedback and recommendations
- Signing off on investigation reports and corrective actions
- Ensuring accountability for implementation and follow-up
- Management participation reinforces leadership commitment to safety and continuous improvement.

Trend Analysis

1. Internal Statistical Tracking

Tri-Energy Services Ltd. will maintain internal statistics on all incidents to identify trends and recurring hazards. Data will be analyzed to determine patterns related to:

- Incident type and frequency
- Location and department
- Time of occurrence
- Contributing factors and root causes

Communication of Trends

Information on trends will be shared with workers through safety meetings, memos, or alerts. Statistical summaries may also be shared with external customers to demonstrate safety program performance. Through the analysis of past incidents and trending, Tri-Energy Services Ltd. will adopt a proactive approach to prevent future incidents.

7. Definitions

TERM	DEFINITION
Incident	An event that results in unintended loss, harm, or damage caused by contact with a substance or source of energy above the threshold limit of the human body or object.
Direct Cause	The immediate hazard or substandard condition that existed prior to the incident. These are symptoms of deeper problems.
Fatality	A work-related incident or illness that results in death.
First Aid (FA)	Treatment of minor injuries such as scratches, cuts, burns, splinters, or similar conditions. Includes antiseptic application, elastic bandages, non-prescription medicine, or single-dose prescription use for minor discomfort.
Indirect/Underlying Cause	Personal or job factors that contributed to the immediate direct cause. These are less apparent and represent deeper systemic issues.
Near Miss	An undesired event that, under slightly different circumstances, could have resulted in harm, damage, or loss.
Root Cause	The fundamental reason behind contributing factors that led to the incident.
Substandard Condition	Any hazardous arrangement or physical condition that, if left uncorrected, may lead to an incident.
Substandard Practice	Any deviation from accepted or correct procedures that permits the occurrence of an incident.
Unsafe Act	A specific action or lack of action by an individual that contributes to an incident, such as violating safety rules or disregarding hazards.

8. Employee Participation

While not all employees are required to actively participate in every investigation, all must understand how employee involvement occurs within Tri-Energy Services Ltd. Employees at all levels, including workers, supervisors, management, and senior managers, should contribute to the investigation process.

Workers directly involved in or familiar with the type of work associated with the incident **must participate** in investigations to ensure accurate identification of hazards and effective corrective actions.

RECORD KEEPING AND STATISTICS

1. Purpose of Record Keeping

Tri-Energy Services Ltd. maintains comprehensive safety records and statistical data to evaluate the performance of the Health and Safety Program. Tracking and trending this information helps identify areas of concern, assess worker performance and accountability, and determine whether program elements require modificatio. Trending past performance provides key insights into what is working effectively and what requires improvement.

2. Required Records

Tri-Energy Services Ltd. will maintain statistics and records to identify trends, unusual conditions, and problem areas. The following information will be kept on file:

- Corrective Action Logs
- Emergency Response Drills
- Emergency Response Plans
- First Aid Records
- Hazard Assessments
- Hazard Reports
- Incident Reports and Investigations
- Inspections
- Maintenance Records
- Modified Work Offers
- Orientations
- Right to Refuse Forms
- Safety Concern Reports
- Safety Meeting Forms
- Safety Summaries
- Training Records
- Worker Evaluations
- Worker Warning Reports

Proactive Reporting

Proactive reporting includes hazard identification, near miss reporting, incident reporting, and all forms of inspections. Participation in proactive reporting is required from all workers to ensure early detection of hazards and prevention of incidents.

Health and Safety Statistics

1. Quarterly Statistical Reporting
Tri-Energy Services Ltd. will prepare health and safety statistics on a quarterly basis. These statistics will be reviewed by management and communicated to workers during quarterly safety meetings. Understanding and communicating the significance of health and safety statistics increases awareness and reinforces safe work behaviours. Safety statistics will be recorded on the Tri-Energy Services Ltd. Safety Summary Form. Injuries will be summarized annually on the Year-End Summary Form.

Performance Measurement Calculations
1. Lost Time Incident Frequency (LTIF)
Definition: The number of lost time injuries multiplied by the ANSI constant of 200,000, divided by the total number of worker hours of exposure.

2. Total Recordable Injury (TRI)
Definition:
Total recordable injuries include fatalities, lost time injuries, restricted work injuries, and medical aid cases.
The TRI rate represents the number of total recordable injuries per 200,000 exposure hours worked.

4. Equipment Damage, Failure, and Process Loss
Tri-Energy Services Ltd. will track and trend equipment damage, equipment failure, and process loss or potential loss. These statistics help evaluate performance in maintenance, inspections, processes, and procedures.

Statistical Definitions
The following definitions apply to terminology used throughout the Tri-Energy Services Ltd. Health and Safety Program.

Incident
An event that results in unintended loss, harm, or damage. Incidents occur when a person or object comes into contact with a substance or source of energy that exceeds the threshold limit of the human body or equipment.

Incident Definition

Fatality: A work-related incident or occupational illness that results in death.
First Aid (FA): Any treatment of minor injuries such as scratches, cuts, burns, or splinters, including follow-up visits for observation. The following are generally considered First Aid treatments:

- Application of antiseptic during the first visit to a medic or physician
- Treatment of first-degree burns
- Use of elastic bandages
- Removal of foreign bodies not embedded in the eye when irrigation alone is required
- Use of non-prescription medication or a single dose of prescription medication on the first visit to treat a minor injury or discomfort
- Negative x-ray diagnosis confirming no fractures or broken bones

Lost Time Incident (LTI)
A work-related incident or illness that prevents a worker from performing any work on the next regularly scheduled workday or shift. The day of the injury is not considered a lost day.

Note: Time spent traveling, undergoing evaluation, awaiting medical results, or seeking medical treatment is not counted as lost time for LTI classification.

Medical Aid (MA)
A Medical Aid injury is any work-related injury or illness that requires medical care or treatment beyond First Aid, regardless of who provides the treatment. Medical Aid cases do not result in Lost Time or Modified Work.

Medical treatment does not include First Aid, even when provided by a physician or registered medical professional.
The following are generally considered Medical Aid treatments:

- Treatment of infection
- Treatment of second or third degree burns
- Use of sutures or adhesive skin closure devices
- Removal of foreign bodies embedded in the body, including the eyes
- Use of prescription medication beyond a single dose administered on the first visit
- Positive x-ray diagnosis confirming fractures or broken bones
- Admission to a hospital or equivalent medical facility for treatment

Restricted Work Injury (RWI)
A Restricted Work Injury occurs when a worker cannot perform their regular duties at normal capacity due to a work-related injury or illness, but the injury does not result in days lost from work.

A Restricted Work Injury includes situations where:
- The worker is temporarily assigned to another job
- The worker performs their regular job but cannot complete all normal duties

Total Recordable Injury (TRI)
A Total Recordable Injury is any work-related incident or illness that results in one or more of the following outcomes:

- Fatality
- Lost Time Incident (LTI)
- Restricted Work Injury (RWI)
- Medical Aid (MA)

Statistical Definitions (Final Entries)
Non-Recordable Injuries
Injuries must not be classified based on the amount of time spent seeking medical treatment or undergoing evaluation. If a medical examination confirms that no medical treatment is required, the case is not recordable.

Total Recordable Injury Frequency (TRIF)
The Total Recordable Injury Frequency is the rate that expresses how many Total Recordable Injuries (TRIs) occur per 200,000 hours worked. This calculation standardizes injury frequency and allows comparison across different workforces and time periods.

Formula:
TRI × 200,000 ÷ total person hours worked = TRIF

TRI ENERGY SERVICES LTD

HEALTH AND SAFETY MEETINGS POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to maintaining open, effective, and consistent communication regarding health and safety across all levels of the organization. Regular meetings ensure that workers, supervisors, and management share information, identify hazards, review incidents, and collaborate on continuous improvement of the HSE Program.

2. General Health and Safety Meetings

- Held at least once per month.
- Attendance includes management, supervisors, and workers at all levels.

Purpose:

- Discuss safety concerns
- Review incidents, near misses, and corrective actions
- Communicate policy or procedure changes
- Share general safety topics and updates
- Encourage two-way communication and worker feedback
- All workers are encouraged to participate and raise concerns or suggestions.
- Meeting minutes must:
- Be documented on the Tri-Energy Services Ltd. Safety Meeting Form
- Be signed by all attendees
- Be posted on the safety board
- Be retained for a minimum of 3 years

3. Toolbox Meetings

Held daily at the start of each work shift at the worksite.
Purpose:

- Review job-specific hazards
- Discuss daily tasks and controls
- Confirm worker understanding and participation
- Two-way communication must be verified and recorded on the Tri-Energy Toolbox Meeting Form.
- Action items identified during toolbox meetings must be tracked to completion.

4. Joint Health & Safety Committee (JHSC)

The JHSC will meet a minimum of four times per year, or more frequently if required by provincial legislation outside Alberta.
The committee will:

- Review incidents and investigations
- Evaluate hazard trends
- Recommend improvements to the HSE Program
- Support worker participation in safety initiatives

5. Open Door Policy

- Tri-Energy Services Ltd. maintains an open-door policy for all workers.
- Workers are encouraged to bring forward any safety concerns, suggestions, or issues directly to management at any time.
- No worker will face reprisal for reporting hazards or safety concerns.

6. Follow-Up on Health and Safety Issues

All safety concerns reported to supervisors must be documented, assessed, and assigned corrective actions.
Corrective actions must be tracked to completion.

Management will provide feedback to workers:

- Individually, or
- During safety meetings, depending on the nature of the issue
- Corrective actions and action plans will be communicated to all workers.
- Near misses, incidents, and investigation results will be shared during Tri-Energy Safety Meetings.

7. Safety Memos and Bulletins

Tri-Energy Services Ltd. will post safety memos, alerts, and bulletins on safety boards or digital platforms.
These may include:

- Regulatory updates
- Client safety notices
- Internal safety alerts
- Lessons learned from incidents

8. Program Records

Tri-Energy will maintain records for all components of the OH&S Management Program, including:

- Safety meeting minutes
- Toolbox meeting forms
- JHSC meeting minutes
- Corrective action logs
- Safety memos and bulletins
- Incident and near-miss reports
- All records will be retained for a minimum of three years, or longer if required by legislation or client standards.

TRI-ENERGY SERVICES LTD

HEALTH AND SAFETY PROGRAM IMPROVEMENT
AUDITS, REVIEWS, AND CORRECTIVE ACTIONS POLICY

1. Purpose

Tri-Energy Services Ltd. is committed to continuous improvement of its Health, Safety, and Environmental (HSE) Management System. Regular audits, reviews, monitoring, and corrective actions ensure the program remains effective, compliant, and aligned with operational needs, regulatory requirements, and industry best practices. This policy outlines the processes for conducting audits, implementing corrective actions, and developing structured improvement plans.

2. Importance of Audits and Corrective Action

Audits, reviews, and corrective actions are essential to:

- Confirm the HSE Management System is functioning as intended
- Identify deficiencies, gaps, and opportunities for improvement
- Ensure compliance with legislation, client requirements, and internal standards
- Reduce risk and prevent recurrence of incidents
- Strengthen leadership accountability and worker engagement

3. Audits

3.1 Audit Requirements

Tri-Energy Services Ltd. will conduct:

- Formal audits of the HSE Management System
- Regular monitoring and measurement of program performance
- Management reviews at scheduled intervals
- Audits will incorporate feedback and concerns from:
- Workers
- Supervisors
- Contractors
- Clients
- Regulators

3.2 Management Responsibilities

Management will:

- Establish audit frequency and scope
- Ensure audits are conducted by competent personnel
- Document and distribute audit reports
- Review audit findings with affected workers
- Monitor progress toward corrective action completion

Schedule periodic management system reviews, including:

- Audit summaries
- Incident and near-miss analysis
- Regulatory citations or non-compliance issues
- Contractor and client requirements
- Worker feedback
- Risk management effectiveness
- Suitability of current systems for business needs

Management will create a review team with the authority to update system requirements and implement improvements.
All reviews will be documented using the Tri-Energy Services Ltd. Safety Management Review Form.

4. Corrective Action

4.1 Definition

Corrective action is a structured process used to:

- Correct a health and safety issue or potential issue
- Prevent recurrence
- Strengthen controls and reduce risk

4.2 Corrective Action Requirements

Each corrective action must:

- Identify the issue clearly
- Assign a responsible person
- Include a specific solution or control
- Have a defined timeline for completion
- Be tracked to closure

All corrective actions must be documented using the Tri-Energy Services Ltd. Corrective Action Log.

5. HSE Improvement Plan

Tri-Energy Services Ltd. is committed to continuous improvement of its HSE performance. Improvement efforts will be documented using the **Tri-Energy Services Ltd. Health & Safety Improvement Plan Form.**

A structured improvement plan ensures:

- Clear goals
- Measurable progress
- Accountability
- Alignment with business and regulatory requirements

Improvement items will be categorized under:

5.1 Improvement Categories

1. Leadership & Commitment

- Visible leadership support for HSE

2. Policy & Strategic Objectives

- Availability and clarity of HSE policies

3. Organization, Responsibilities & Resources

- Training, competency, and role clarity

4. Hazard & Effects Management

- Hazard identification and control effectiveness

5. Planning & Procedures

- HSE procedures, ERP, and document control

6. Implementation & Performance Monitoring

- Incident reporting, trend analysis, and lessons learned

7. Auditing

- Processes for internal and external audits

6. S.M.A.R.T. Improvement Framework

Tri-Energy uses the S.M.A.R.T. model to ensure improvement goals are meaningful and achievable.

Specific

A specific goal answers the six “W” questions:

- Who is involved?
- What is to be accomplished?
- Where will it occur?
- When must it be completed?
- Which requirements or constraints apply?
- Why is the goal important?

Measurable

Goals must include measurable criteria to track progress and confirm completion.

Accountable

Each goal must have a clearly assigned responsible person with the authority, competence, and resources to act.

Realistic

Goals must be achievable and aligned with operational capacity while still driving meaningful improvement.

Timely

Goals must include a defined timeline or deadline to maintain momentum and accountability.

7. Documentation and Recordkeeping

Tri-Energy will maintain records of:

- Audit reports
- Management reviews
- Corrective action logs
- Improvement plans
- Follow-up verification
- All records will be retained for a minimum of three years, or longer if required by legislation or client standards.

8. Continuous Improvement Commitment

Tri-Energy Services Ltd. will:

- Review audit and incident trends
- Update policies and procedures as needed
- Engage workers in improvement initiatives
- Ensure corrective actions are effective
- Maintain a proactive approach to hazard control and risk reduction

TRI-ENERGY SERVICES LTD

CONTRACTED EMPLOYERS & SELF-EMPLOYED WORKERS

Purpose & Scope

The primary goal of this policy is to assure a safe and healthy workplace by establishing basic safety parameters that other employers, self-employed persons, visitors and external worksite parties affected by the employer's work activities must meet. This policy is to help evaluate, select, monitor, and address non-compliance. In no way is this program meant to alter, replace or supersede any Provincial Legislation. Tri-Energy Services Ltd. will ensure the protection of other affected parties not under the employer's direction.

Evaluation, Selection, Monitoring & Non-Compliance

A combination of pre-qualification, contractor evaluations, meetings, site inspections and contractor management system will be used to ensure contracted employers and self-employed persons are being properly evaluated, selected, monitored and addressed for non-compliance issues.

- **The information covered will include:**
- OH&S selection criteria for contracted employers;
- A contract that includes identification of health and safety responsibilities for the contracted employers;
- A process to monitor health and safety performance for contracted employers during the period of contracted services to correct identified deficiencies;
- A process to address non-compliance and evaluate any improvement opportunities for future contracts.

Safety Metrics

Tri-Energy Services Ltd. will use acceptable safety metrics as criteria for selecting subcontractors and will be documented on the Tri-Energy Services Ltd. Subcontractor Safety Program Questionnaire.

Subcontractor Pre-Qualification

Subcontractors used by Tri-Energy Services Ltd. will be pre-qualified before work commences. Tri-Energy Services Ltd. will review the safety program, safety training documentation, and any statistical safety information. All contractors working for Tri-Energy Services Ltd. must have valid workers' compensation coverage. If a subcontracting company does not have a safety program in place, they will be orientated on the Tri-Energy Services Ltd. safety program and will be required to follow all safe work practices, procedures, and rules. The orientation will be documented on the Tri-Energy Services Ltd. Subcontractor Orientation Form.

Responsibilities

In an effort to manage risk potential and to run safe, efficient projects, subcontractor accountable for:

- Safety performance on the job and conducting work in compliance with Occupational Health and Safety Requirements, consensus industry standards, and the provisions of this policy.
- Abiding by all appropriate and current legislation. It is expected that Subcontractors & primes also comply with Alberta OH&S Code, and environmental and transportation laws.
- Communicating and ensuring an understanding of the basic provisions of this policy with all subcontractor workers who will be on the worksite.
- Providing safety performance & history data upon request.

Policy Violators & Non-Compliance

Non-compliance of this policy may lead to disciplinary action, that will follow the company's disciplinary policy

Safety Program

If a contracted employer or self-employed worker has a safety program, there must be a copy on the worksite. The program shall include specific methods that the subcontractor will use to identify and correct worksite hazards. The document shall remain accessible to Tri-Energy Services Ltd. until completion of all site work. If the subcontractor does not have a safety program in place, they will be orientated on Tri-Energy Services Ltd. safety program and will be required to follow all safe work practices, procedures, and rules.

Subcontractor Involvement & Communication

Contracted employer or self-employed worker will be included in pre-job meetings and will receive a full safety orientation prior to completing any work tasks. As well, subcontractors will be involved in worksite hazard and control reviews, a full review of their health and safety responsibilities while on the site as part of the orientation program, and changes to the worksite will be identified and communicated to all parties.

Safety Training and Competency

It is expected that contracted employer or self-employed workers meet all required legislative training obligations. This shall include instructing workers in the recognition and avoidance of unsafe acts and conditions, the proper use of the tools and equipment, and legislation pertaining to worksite activities to which they will be exposed. Tri-Energy Services Ltd. reserves the right to obtain copies of subcontractor safety training documentation as proof that specialized training has occurred for specific workers.

Contracted employer or self-employed worker shall assign at least one competent person to the job. The competent person(s) will be identified and made known to Tri-Energy Services Ltd. If not satisfied with the safety performance or knowledge of the assigned competent person, the subcontractor will be responsible for assigning another individual to fulfil the role on the worksite.

Hazard Identification & Correction

All contracted employer or self-employed worker workers are expected to evaluate and re-evaluate, their work areas for safety health hazards continually, and either correct the hazards or seek corrective action through the management of Tri-Energy Services Ltd. It is expected that the competent person will promote and insist upon hazard ID & correction as a part of each worker's job.

Contractors must ensure that hazard assessments are repeated:

- At reasonably practicable intervals to prevent the development of unsafe and unhealthy work conditions
- When a new work process is introduced
- When a work process or operation changes
- Before the construction of significant additions or alterations to a worksite.

Incident Reporting & Investigations

All incidents (near misses & occurrences involving personal injury or property damage), shall be immediately reported to Tri-Energy Services Ltd. and investigated by the subcontractor. It is expected that the root cause of incidents is determined and that actions be taken to prevent future similar incidents. Tri-Energy Services Ltd. reserves the right to request copies of subcontractor incident reports, and investigation findings, to conduct further investigation and analysis as warranted.

Substance Abuse Policy

All contracted employer or self-employed worker and their workers shall be held responsible in accordance with Tri- Energy Services Ltd.'s Substance Abuse Policy. Tri-Energy Services Ltd. will ensure that our subcontractors are aware of our contractor's/client drug and alcohol policies. Subcontractors are required to follow the requirements of the drug and alcohol policy at all times while at the worksite.

Monitoring

All contracted employers and self-employed persons will be monitored to ensure that they are meeting or exceeding the safety requirements set out to them. This will include the monitoring of health and safety performance, including these work parties in formal inspections and occasional visual checks and review of correction of deficiencies in a timely manner.

Orientations & Site-Specific Orientations

Safety orientations will be completed with all visitors, contracted employers and self-employed persons that are entering one of the company's worksites. These orientations will cover hazards and controls applicable to work tasks, hazard assessments, emergency response plans, inspection procedures and schedules, health and safety training, and procedures of investigation.

VISITOR SAFETY POLICY

Tri-Energy Services Ltd. is committed to ensuring the safety of all workers, contractors, and visitors at our worksites. To maintain a safe and controlled environment, all visitors must follow the requirements outlined below.

1. Visitor Authorization
- All visitors must be pre-approved by a Tri-Energy supervisor or management representative.
- Unauthorized individuals are not permitted on any Tri-Energy worksite.

2. Sign-In Requirements
- Visitors must sign in upon arrival and sign out upon departure.
- A Tri-Energy representative will act as the visitor's escort at all times.

3. Orientation & PPE
- Visitors must receive a site-specific orientation appropriate to the level of access required.
- Required personal protective equipment (PPE) must be worn at all times in designated areas.
- Visitors are prohibited from entering active work zones unless properly equipped and escorted.

4. Conduct & Safety Rules
- Visitors must follow all posted safety rules, instructions, and emergency procedures.
- Photography, video recording, or equipment operation is not permitted unless authorized.
- Visitors must immediately report any hazards, unsafe conditions, or incidents to their escort.

5. Emergency Procedures
- In the event of an emergency, visitors must follow the direction of their escort and proceed to the designated muster point for headcount.

6. Restrictions
- Children, pets, and unauthorized personnel are not permitted on worksites.
- Visitors may not interfere with work activities or enter restricted areas.

TRI-ENERGY SERVICES LTD

Joint Health and Safety Committees (HSC) / Health & Safety Representatives

Joint Health and Safety Committees and Health & Safety Representatives are essential components of the internal responsibility system. They provide a structured way for workers and employers to collaborate on workplace safety, including hazard identification, incident investigation, and responding to reports of unsafe or dangerous work.

Joint Health and Safety Committee (HSC).
A Joint Health and Safety Committee is required on any worksite where:

- 20 or more workers are present, and
- The work is expected to last 90 days or more.

Tri-Energy Services Ltd. will provide the HSC with the necessary time, training, and resources to function effectively. The role of the HSC is to advise and assist with health and safety matters—not to assume managerial authority.

The HSC participates in:
- Hazard identification and control discussions
- Incident and near-miss reviews
- Worksite inspections
- Recommendations for improving workplace safety

Health & Safety Representative (HS Representative)

A Health & Safety Representative is required on worksites where:

- 5 to 19 workers are present, and
- The work is expected to last 90 days or more

The HS Representative is selected by workers unless otherwise determined by a collective agreement. The representative participates in:

- Worksite inspections
- Incident investigations
- Work refusal processes
- Hazard reporting and follow-up

Both the HSC and HS Representative play a critical role in ensuring workers have a voice in health and safety and that concerns are addressed promptly and effectively.

JOINT WORKSITE HEALTH & SAFETY COMMITTEES AND REPRESENTATIVE POLICY

Health & Safety Committees and Health & Safety Representatives are essential components of the internal responsibility system. They provide a structured way for workers and employers to collaborate on workplace safety, including hazard identification, incident investigation, and responding to reports of dangerous work. These roles help ensure that all worksite parties understand their OH&S rights, responsibilities, and obligations.

What is an HSC or HS Representative?

Health & Safety Committee (HSC)
A Health & Safety Committee is a group of worker and employer representatives who work together to identify, assess, and resolve health and safety concerns at the worksite. The committee promotes communication, supports hazard control, and assists in maintaining a safe work environment.

Health & Safety Representative (HS Representative)
A Health & Safety Representative is an individual worker selected to promote health and safety awareness and to work with the employer to address safety concerns. The representative participates in inspections, incident investigations, and work refusal processes.

Role in the Internal Responsibility System
The internal responsibility system assigns every worksite party a degree of accountability for health and safety that corresponds to their authority and control.

HSCs and HS Representatives strengthen this system by:
- Facilitating communication between workers and employers
- Supporting hazard identification and control
- Participating in investigations and safety reviews
- Ensuring workers understand their OH&S rights and responsibilities

When Is an HSC or HS Representative Required?
Employer-Wide Requirements
When work is expected to last 90 days or more, Tri-Energy Services Ltd. will:
- Establish a Joint Health & Safety Committee if the employer has 20 or more full-time and part-time workers in total
- Designate a Health & Safety Representative if the employer has 5 to 19 full-time and part-time workers in total
- Section 18 of the OH&S Act outlines how worker numbers must be calculated.

Worksites with Multiple Employers
On worksites where two or more employers or self-employed persons are present and work is expected to last 90 days or more, the following applies:
- An HSC is required if there are 20 or more workers in total on the site
- An HS Representative is required if there are 5 to 19 workers in total on the site

Prime Contractor Responsibilities
- If a prime contractor is designated, they are responsible for establishing the HSC or coordinating the appointment of an HS Representative.
- If no prime contractor exists, all employers and self-employed persons must jointly coordinate the establishment of a worksite HSC.

1. Appointments and Selections

1.1 Health and Safety Committee (HSC) Membership and Co-Chairs
- Each HSC must have a minimum of four members.
- At least 50% of members must represent workers, consistent with OHS legislation.
- Worker representatives are selected by workers, unless a union constitution or multi-union agreement prescribes another method.
- Employer representatives are selected by Tri-Energy Services Ltd.
- Each HSC must have two co-chairs:
    - Worker members elect the worker co-chair.
    - Employer members elect the employer co-chair.

1.2 Health and Safety (HS) Representatives
- Workers, or the union if applicable, select or appoint a worker to serve as the HS representative.
- Tri-Energy Services Ltd. then formally designates the selected worker as the HS representative.

2. Term of Office
- HSC members and HS representatives serve a minimum one-year term.
- Members remain in office until reappointed, re-elected, or replaced.
- Members and representatives may serve consecutive terms without limit.

3. Posting Contact Information

- Workers must be able to easily contact an HSC member or HS representative.
- Tri-Energy Services Ltd. will post the names and contact information of all HSC members and HS representatives at the worksite.

4. Time Away From Regular Duties

HSC members and HS representatives are entitled to paid time away from regular duties for:

- Time required to prepare for meetings
- Time required to attend meetings
- Time required to attend approved health and safety training
- Time the committee or representative determines is necessary to perform their duties under the OHS Act, Regulation, and Code

All such time is considered hours worked and will be paid at the worker's applicable rate.

5. Training Requirements

Tri-Energy Services Ltd. will provide, with reasonable notice, whichever is greater:

- 16 hours of training annually, or
- The number of hours the worker normally works during two shifts

Training may include worksite health and safety courses, seminars, or approved programs.
Tri-Energy Services Ltd. will ensure:

- HSC co-chairs receive mandatory training on committee duties and functions.
- HS representatives receive mandatory training on their legislated duties.
- Other HSC members may take mandatory training but are not required to do so.

6. Meeting Frequency

6.1 HSC Meetings

- The HSC must meet within 10 days of being established, and at least once every quarter thereafter.
- Meetings must occur during normal working hours.
- A special meeting must be convened if requested by an OHS Officer.

6.2 Employer and HS Representative Meetings

- Tri-Energy Services Ltd. and HS representatives will meet regularly to discuss health and safety matters.
- HS representatives may call special meetings with the employer when urgent issues arise.

7. HSC-Specific Rules

7.1 Terms of Reference

Each HSC must establish written Terms of Reference that:

- Ensure membership reflects all relevant OHS concerns
- Define a process for replacing members who leave during their term
- Establish a dispute-resolution process for recommendations where consensus cannot be reached
- Establish a process for coordinating with other HSCs under the same employer or prime contractor

Additional items may be included to support effective committee operations.

7.2 Quorum

A quorum is required for the HSC to make decisions. Quorum exists when:

- At least half of all HSC members are present
- At least half of those present are worker representatives
- At least one employer representative is present

7.3 Chairing

Co-chairs alternate chairing HSC meetings.
Co-chairs ensure:

- Minutes are recorded for each meeting
- Approved minutes are provided to the employer within seven days
- Approved minutes are posted or electronically distributed at the worksite within seven days

8. Meeting Minutes

- Minutes may be recorded using the Tri-Energy Services Ltd. Meeting Minutes Form.
- Minutes must include:
  - Date of meeting
  - Names of members present
  - Summary of discussions, decisions, and action items
- Tri-Energy Services Ltd. will retain minutes for at least two years and make them available to HSC members or OHS Officers upon request.

9. Duties of HSCs and HS Representatives

HSC members and HS representatives must perform the following duties (with necessary modifications for representatives):

- Receive, consider, and address health and safety concerns and complaints
- Participate in identifying hazards to workers or others at the worksite
- Develop, promote, and evaluate measures to protect worker health and safety
- Cooperate with OHS Officers exercising their duties
- Promote programs for health and safety education and information
- Make recommendations to the employer, prime contractor, or owner
- Participate in investigations of serious injuries and incidents
- Maintain records of concerns and complaints
- Address any other duties required under the OHS Act, Regulation, or Code

10. Worksite Inspections

- Regular inspections are a core responsibility of HSCs and HS representatives.
- Inspections help identify hazards, reduce injuries, and strengthen the internal responsibility system.

10.1 Inspection Requirements

- HSCs must inspect the worksite at least once before each quarterly meeting.
- HS representatives must conduct regular inspections, with frequency determined by:
  - Worksite size
  - Nature of work activities
  - Number of workers
  - Hazard level

10.2 Employer Support

Tri-Energy Services Ltd. will:

- Assist HSCs and HS representatives in planning and scheduling inspections
- Provide or help develop inspection checklists

11. OHS Officer Worksite Inspections

- When an OHS Officer conducts a worksite inspection, they may request that an HSC co-chair or HS representative accompany them.
- When requested, the HSC co-chair or HS representative must accompany the officer during the inspection, provided it is safe and practicable to do so.

12. Worksite Incident Investigations

12.1 Reporting Serious Incidents

- Tri-Energy Services Ltd. or the prime contractor will report serious incidents as defined under Alberta OHS Act s. 40(2) to OHS as soon as possible.
- Tri-Energy Services Ltd. will investigate all serious incidents, regardless of whether OHS conducts its own investigation.

12.2 Participation of HSC Co-Chairs and HS Representatives

- HSC co-chairs or HS representatives may participate in investigations of:
- Serious incidents
- Any incident that injures a person
- Any incident that had the potential to cause a serious injury
- Investigations must focus on fact-finding, not fault-finding, to identify direct and underlying causes and prevent recurrence.

12.3 Preserving the Incident Scene

Worksite parties, including investigators, must not disturb the scene of a reportable incident unless they:

- Are directed to do so by an OHS Officer
- Must attend to an injured or deceased person
- Must take action to prevent further injuries
- Must protect property that is endangered

12.4 Investigation Reports

- A written investigation report must be completed for each incident.
- The HSC co-chairs or HS representative must be provided with a copy once the investigation is complete.

13. Work Refusals

Work refusals involve multiple worksite parties. Where an HSC or HS representative exists, the following steps apply.

13.1 Worker Refusal

- A worker who believes assigned work is dangerous may refuse the work.
- The worker must promptly report the refusal and the reason to their employer or supervisor.

13.2 Employer Inspection

If the dangerous condition is not immediately remedied, the employer must inspect the condition with:

- The refusing worker, and
- The HSC co-chair representing workers, an HSC worker member, or the HS representative, when reasonably practicable & safe
- If no HSC or HS representative exists, or they are unavailable, the refusing worker selects another worker to participate.

13.3 Written Report

After the inspection, the employer must:

- Prepare a written report documenting the refusal, inspection findings, and actions taken
- Provide a copy to the refusing worker and the HSC/HS representative

13.4 If the Dangerous Condition Still Exists

If the hazard remains unresolved, the HSC co-chair, HS representative, the worker, or any worksite party may file a complaint with OHS under section 32 of the OHS Act.

14. OHS Dispute Referral

14.1 When Issues Cannot Be Resolved Internally

- If Tri-Energy Services Ltd. and the HSC or HS representative cannot resolve a health and safety matter, any worksite party may refer the issue to OHS.
- OHS will only address matters covered under OHS legislation.

14.2 Preconditions for OHS Involvement

OHS will not participate unless both the employer and the HSC/HS representative have met their responsibilities under OHS Act s. 21(1):

1. The concern must first be brought to the employer, self-employed person, or prime contractor.
2. If the HSC or HS representative makes a recommendation, the employer must either:
   - Resolve the issue within 30 days and inform the HSC/HS representative, or
   - If resolution within 30 days is not possible, provide written notice of how and when it will be addressed, or
   - Provide written reasons why they do not agree that a health and safety concern exists or why they disagree with the recommendation.

14.3 OHS Officer Review

When the OHS Contact Centre receives a complaint:

- An OHS Officer will confirm that both the employer and the HSC/HS representative have met their obligations.
- The officer will assess the concern and may inspect the worksite if necessary.
- If compliance issues are identified, the officer may issue an order for compliance.
- If no compliance issues exist, the matter is referred back to the HSC or HS representative for further internal resolution.

15. Applicable Legislation

This section is aligned with the following legislation:

- Alberta Occupational Health & Safety Act, Part 3 – Joint Work Site Health and Safety Committees and Health and Safety Representatives
- British Columbia Workers Compensation Act, Part 3, Division 4 – Joint Committees and Worker Representatives
- Saskatchewan Employment Act, Part III – Occupational Health Committees and Occupational Health and Safety Representatives

JOINT HEALTH & SAFETY COMMITTEE
RULES OF PROCEDURE / TERMS OF REFERENCE

1. Name of the Committee:

Tri-Energy Services Ltd. Safety Committee Constituency

Representative Name	Group/Area/Department/Union

2. Purpose

The purpose of the Joint Health & Safety Committee is to:

- Identify and resolve health and safety concerns
- Promote a safe and healthy work environment
- Support compliance with applicable occupational health and safety legislation

3. Duties and Functions

The JHSC will perform the following duties in accordance with applicable OHS legislation:

- Receive, consider, and maintain confidentiality regarding health and safety concerns and complaints
- Participate in identifying hazards to workers or others at the worksite
- Develop, monitor, and follow up on corrective actions
- Promote and evaluate measures to protect worker health and safety
- Cooperate with OHS Officers exercising their duties
- Develop and promote health and safety education and information programs
- Make recommendations to improve the Health & Safety Management System
- Coordinate with other worksite committees and HS representatives
- Conduct regular worksite inspections
- Participate in investigations of serious injuries and incidents as required under legislation
- Maintain records of concerns, complaints, and committee activities
- Perform any additional duties required under OHS legislation
- All duties will be performed during normal working hours.

4. Records

The committee will maintain accurate records of:

- Meetings
- Inspections
- Concerns and complaints
- Recommendations
- Corrective actions
- Any other committee activities
- Records must be retained in accordance with legislative requirements.

5. Meetings

The JHSC will meet as required by legislation:

- Within 10 days of being established
- At least quarterly in Alberta
- At least monthly in British Columbia and Saskatchewan
- When requested by a co-chair
- When requested by an OHS Officer
- A quorum is required to conduct a meeting or make decisions.

6. Agenda and Meeting Minutes

- Meeting agendas and minutes will follow the Tri-Energy JHSC templates
- Minutes must be recorded, approved, and submitted to the employer within seven days
- Approved minutes must be posted or electronically distributed at the worksite within seven days

7. Training Requirements

- All worker and employer representatives will receive a JHSC orientation prior to assuming committee duties
- Additional training will be provided as required under applicable OHS legislation

8. Committee Composition

- A representative will be elected or selected from each group, area, or department
- The committee will consist of a designated number of worker and employer members
- Worker representatives must constitute at least half of the committee membership

9. Co-Chairs

The JHSC will select two co-chairs:

- One worker co-chair, selected by worker representatives
- One employer co-chair, selected by employer representatives
- Co-Chair Responsibilities

Co-chairs will:

- Alternate chairing committee meetings
- Participate in all committee decisions
- Prepare meeting agendas
- Ensure minutes are recorded, approved, and submitted within required timelines
- Ensure approved minutes are posted or electronically distributed within seven days
- Call special meetings when required
- Either co-chair may call a special meeting.

10. Quorum

A quorum is achieved when:

- Worker and employer members are both present
- At least half of the members present are workers
- The number of members present meets the committee's established minimum
- A quorum is required to:
- Conduct a meeting
- Make recommendations
- Make valid decisions

11. Succession Strategy

If both co-chairs are unavailable for a meeting, a worker representative will be nominated to serve as temporary chair.

12. Terms of Office

- Terms will be not less than one year
- Members may serve longer terms until a successor is elected or appointed
- Terms may be determined by union agreements where applicable
- In multi-union environments, terms will be determined by agreement among the unions

13. Recommendations to the Employer

- All JHSC recommendations will be submitted to management in writing
- The employer must respond in accordance with applicable OHS legislation

14. Resolution of Disagreements

14.1 With the Employer

If the employer provides written reasons and the matter remains unresolved, a JHSC member may refer the concern to an OHS Officer in accordance with legislation.

14.2 Within the Committee

If the committee cannot reach agreement on a health and safety matter, the issue may be referred to an OHS Officer for assistance.

15. Amendments

These Rules of Procedure may be amended by a vote of the committee members

- All amendments must be recorded in this section

TRI-ENERGY SERVICES LTD.

DRUG AND ALCOHOL SUBSTANCE ABUSE, FIT FOR DUTY POLICY

Tri-Energy Services Ltd. requires all workers to assist in maintaining a safe and healthy work environment, free from the effects and dangers of substance abuse. Tri-Energy Services Ltd. concerns are focused on the prevention and elimination of injuries and all other incidents resulting from substance abuse.

The sources, or causes, of substance abuse, originate from a number of substances:

- Alcohol
- Illicit drugs
- Cannabis
- Prescription medications
- Over-the-counter medications

Tri-Energy Services Ltd. has implemented this Drug and Alcohol Policy, which is directed at protecting the health and safety of workers, and the general public as well as the working environment.

- To support our responsibility for, and commitment toward a safe and healthy workplace.
- To ensure that all workers at Tri-Energy Services Ltd. have a work environment which is free of alcohol and drug abuse.
- To outline expectations and requirements for creating and maintaining an alcohol and drug-free work environment, and for dealing with substance abuse in the workplace.

Scope

This policy applies to all workers of Tri-Energy Services Ltd. at the workplace and includes visitors and subcontractors inside and outside of normal scheduled working hours.

1. All individuals working at Tri-Energy Services Ltd. are expected to report fit for duty for scheduled work and be able to perform assigned duties safely and acceptably without any limitations due to the use or after-effects of alcohol, illicit drugs, cannabis, non-prescription drugs, prescribed medications, or any other substance.

2. Off the job and on the job involvements with alcohol or drugs can have adverse effects upon the workplace, the integrity of our work product, the safety of other workers, and the ability to accomplish the goal of an alcohol and drug-free work environment. As such, Tri-Energy Services Ltd. wants to impress upon all workers that there is a zero-tolerance for workers who arrive at work under the influence of alcohol, cannabis or drugs, and/or whose ability to work is impaired in any way by reason of the consumption of alcohol or drugs, or who consume alcohol, cannabis or drugs on company worksites/time.

3. Tri-Energy Services Ltd. strictly prohibits the use of, unlawful manufacture of, sale, purchase, offer to purchase or sell, transfer, distribution, consumption, or possession of drugs or alcohol on company worksites. To this end, Tri-Energy Services Ltd. reserves the right to conduct searches for drugs or alcohol, including, but not limited to company vehicles, equipment, lockers, filing cabinets, desks, packages, etc. which are on a company worksite or company property. Any drugs or alcohol found as a result of such a search will be confiscated, and the occupant or user of the object searched will be subject to disciplinary action up to and including termination of the contract.

Definitions

- Alcohol- any substance that may be consumed that has an alcoholic content in excess of 0.5 percent by volume.
- Cannabis – a preparation of the cannabis plant in which the drug produces a mixture of stimulant, depressant and hallucinogenic effects and is inclusive of whether it is obtained illegally, legally or prescribed.
- Drugs- Includes any substance, chemical or agent the use or possession of which is unlawful in Canada or requires a personal prescription or authorization from a licensed treating physician, or the use of which is regulated by legislation such as marijuana/ cannabis, or any other psychoactive substance, and any non-prescription medication lawfully sold in Canada, and drug paraphernalia.
- Drug Paraphernalia- Includes any personal property that is associated with the use of any drug, substance, chemical or agent the possession of which is unlawful in Canada, or the use of which is regulated by legislation such as marijuana/ cannabis.
- Incident - An occurrence, circumstance, condition or near miss that caused or had the potential to cause damage to person, property, reputation, security or the environment.
- Non-Prescription Drug- any drug that can be lawfully purchased without a prescription.
- On-Site Services- are those services performed on client worksites.
- Prescription Drug- any drug that can only be obtained with a prescription from a physician licensed to prescribe drugs. Prescriptions must be made out to a specific individual and filled by a licensed pharmacist.
- Risk-Sensitive Position: A position or class of positions identified by the Tri-Energy Services Ltd. that is normally remote from a worksite, but that have authority to direct safety-sensitive employees or make potentially high-consequence decisions within a hazardous worksite. For purposes of this policy, all references and requirements to a person holding a 'Safety Sensitive Position' are to apply to those classified as a Risk-Sensitive Position.

- **Safety Sensitive Position** - A safety-sensitive position is one in which incapacity due to drug or alcohol impairment could result in direct and significant risk of injury to the employee, others or the environment. When determining whether a job is safety-sensitive, Tri-Energy Services Ltd. will consider industry standards, the particular workplace and an employee's direct involvement in a high-risk operation. Consideration will include managers and supervisors that may be qualified to perform job tasks that are deemed safety-sensitive as they may be asked to step in a moment's notice to perform such tasks.

Significant Incident- Any incident that results in, or may reasonably have resulted in, any of the following:

- Fatality/fatalities or life-threatening injury/injuries to others.
- Lost-time injury.
- An injury to a customer, member of public or other 3rd parties not directly associated with but injured as a result of business; an environmental incident that is reportable under Provincial or Federal legislation.

Roles and Responsibilities

Tri-Energy Services Ltd. is adamant that the risks and potential negative consequences associated with the use of alcohol, illegal drugs or the misuse of prescription medications, are not acceptable on our worksites.

Compliance to the terms and conditions of Tri-Energy Services Ltd.'s Drug and Alcohol Substance Abuse Policy/Program is a condition of employment for all supervisors, employees and sub-contractors working on the company's behalf. All levels of Tri-Energy Services Ltd. personnel shall be held to the same expectations and accountability.

Management / Supervisor

- Able to identify a situation in which they have concerns about an individual's immediate ability to perform their job and take appropriate steps. Confidentially address such concerns with the person to determine if their ongoing performance problems are, in fact, substance-related. If so, contact management for possible referral for treatment and a plan forward.
- Remove any employee who is suspected of violating the provisions of this policy from company premises, pending investigation and a decision on appropriate consequences including potential disciplinary action.
- The following requirements are meant to provide you with guidance on how to administer this policy; however, not every situation can be predicted.
    - If an employee, visitor or contractor arrives at the workplace, (on Tri-Energy Services Ltd. property / worksite) and you have reasonable cause to suspect that an employee, visitor or contractor is under the influence of alcohol, cannabis or drugs, the supervisor shall immediately remove him/her from the work environment.
    - In the event, you have any doubt as to whether the employee is or is not impaired, you should err on the side of caution and remove him/her from the work environment.
- Discuss and enforce appropriate disciplinary action(s) as determined by Tri-Energy Services Ltd. management on a "case by case" basis in consideration of specific event details.

Employees / Sub-Contractors / Visitors

Understand that as far as alcohol, cannabis, illegal or illicit drugs are concerned, the following events or occurrences are strictly prohibited on Tri-Energy Services Ltd. premises, company worksites, vehicles and equipment:

- The use, distribution, offering or sale of alcohol, cannabis, illegal or illicit drugs.
- Possession of alcohol, cannabis, illegal or illicit drug contrary to applicable laws and / or Company or Client Standards, Rules or Policies.
- Reporting for work or being at work under the influence of alcohol, cannabis illegal or illicit drugs.
- Driving or operating any company vehicle or equipment while under the influence of alcohol, cannabis, illegal or illicit drugs in excess of defined Company, Client and / or Legal Limits.
- Having the presence of alcohol or cannabis in one's body while at work as confirmed under Tri-Energy Services Ltd. A&D Testing Parameters.
- Unexpected circumstances can arise when an off-duty employee is requested to work. It is the employee's responsibility to refuse the request and ask that the request be directed to another person if the employee is unfit due to the influence of alcohol, cannabis or other drugs.
- Employees who have prescribed medication or using the over-the-counter medication are expected to consult with their personal physician or pharmacist to determine if medication use will have any potential negative effect on job performance. They are required to report to their supervisor if there is any potential risk, limitation or restriction for whatever reason that may require modification of duties or temporary reassignment and provide appropriate medical verification on restrictions in performance of duties.
- In support of those who may have developed or are developing the disease of chemical dependence, all employees and contractors are required to document and report any violations of this policy. Any employees, co-worker, contractor or supervisor not complying with this is enabling. Enabling behaviour leads to ongoing health and safety concerns for an addicted individual and those around him or her.

Fit for Duty

Everyone is expected to report to work "Fit for Duty" and remain fit throughout the workday. If a worker is requested to perform duties outside of their regularly scheduled hours and has recently used alcohol, cannabis or drugs, the individual is expected to inform a Tri-Energy Services Ltd. supervisor and request another co-worker be assigned to do the work. This request will not be considered a breach of contract.

A worker or supervisor that is not physically at the worksite but is in a Risk-Sensitive Position that has the authority to direct those workers in a hazardous worksite is required to be fit for duty at all times that they would remain responsible for the workers under their direction.

A worker shall not:

- Use, possess or offer for sale alcohol or drugs while on a Tri-Energy Services Ltd. worksite.
- Report to work:
  - With an alcohol level equal to or in excess of 0.040 grams per 210 liters of breath.
  - Under the influence of and unfit for duty on account of the use of alcohol, drugs, cannabis, a prescription or non-prescription drug.
- Refuse to:
  - Comply with a request made by a representative of Tri-Energy Services Ltd.
  - Comply with a request to submit to an alcohol and drug test.
  - Provide a sample for an alcohol and drug test.
- Tamper with a sample for an alcohol and drug test.

Prescription Medication/Over-the-Counter Medication

While at a company workplace, the worker is considered in compliance with this policy if in possession of a prescription drug prescribed, or a non-prescription drug and:

- The worker is using the prescription or non-prescription drug for its intended purpose and in the manner directed by the worker's physician or pharmacist or the manufacturer of the drug.
- The use of the prescription or non-prescription drug does not adversely affect the worker's ability to perform their duties safely.
- The worker has notified a Tri-Energy Services Ltd. supervisor before starting work of any potentially unsafe side effects associated with the use of the prescription or non-prescription drug.

Impaired Driving

Any employee of Tri-Energy Services Ltd. required to operate a motor vehicle on behalf of the company must maintain a valid driver's license. Any loss of license must be reported immediately to Tri-Energy Services Ltd. and will result in an employee being deemed no longer qualified to drive on behalf of the company.

If holding a valid driver's license is a condition of the job position, a loss of license or failure to report an impaired driving charge may result in disciplinary action as deemed by senior management.

Education

Tri-Energy Services Ltd. is committed to informing workers of the existence of the Drug and Alcohol Policy and to taking such other steps as are reasonable to inform workers of the safety risks associated with the use of alcohol, cannabis and drugs, and the assistance available.

Self-Help

This policy encourages workers who believe they may require the help provided by substance abuse experts, to voluntarily requests that help. A worker requesting help will not be disciplined unless he or she:

- Has failed to comply with the Tri-Energy Services Ltd. or contractor Drug and Alcohol Policy.
- Has been requested to confirm compliance with the Drug and Alcohol Policy.
- Has been requested to submit to an alcohol and/or drug test.
- Has been involved in an incident.
- A worker who believes that they may be unable to comply with the alcohol and drug work rule should seek help by:
- Contacting a Tri-Energy Services Ltd. supervisor.
- Informing a family member or friend and asking for assistance in contacting a person responsible for the administration of Tri-Energy Services Ltd.'s Substance Abuse Policy.
- Informing a co-worker, or a representative of Tri-Energy Services Ltd.

In responding to a worker's request for help, Tri-Energy Services Ltd. supervisor will:

Inform the worker of the assistance available (refer the worker to a substance abuse expert).

- Encourage the worker to utilize the assistance available.
- Inform the worker that if he or she fails to utilize the assistance available, the company may insist that the worker submits to any or all of the following:
  - A medical assessment conducted by a physician
  - Alcohol and drug testing
  - An assessment conducted by a substance abuse expert
- Advise that their failure to do so may result in the termination of their employment/contract.

Types of Testing (Drugs and Alcohol)

Pre-Employment (Drugs Only): for all applicants applying for safety-sensitive or risk-sensitive work (with certain exceptions, i.e., returning employees with no periods of absence exceeding three months). Office and Shop employees are NOT considered to be in Safety Sensitive positions unless they frequently visit hazardous field locations unsupervised.

Post-Incident: After a "significant work-related incident" or "high potential incident" (defined below), unless there is clear evidence (i.e., structural or mechanical failure) that the acts and omissions of the worker could not have been a potential contributing factor (as determined by management.) Because post-incident testing is part of an investigative procedure, testing will be required, and all workers are governed under this step.

- "Significant work-related incident" or "high potential incident" is:
- A fatality or serious personal injury to the worker or any other individual that was impacted by the actions of the worker.
- An environmental spill with significant implications.
- Significant loss or damage to property, equipment or vehicles (minimum value of $10,000.00).
- Significant loss of company or client revenues (minimum value of $100,000.00).
- Any other significant work-related incident or high potential incident

Post-incident testing must be conducted as soon as reasonably practical following an incident. Drug testing within 32 hours and alcohol testing within 2 hours (with attempts to test for up to 8 hours) will be done. If unable to test, a valid reason for the delay will be documented. Failure to report an incident or high potential incident is in violation of this policy and may result in suspension or termination of workers involved.

Reasonable Cause: A worker will be tested for alcohol and drug use where the Tri-Energy Services Ltd. manager or supervisor, who is trained to identify drug, alcohol and cannabis use by a worker, makes observations which form a reasonable basis for suspecting that the worker is in breach of this policy. Such observations must be documented with specific, articulate observations concerning the appearance, behaviour, speech, or body odours of the worker. The observations may include indications of the chronic and withdrawal effects of drug and alcohol use.

Observations, which may lead to reasonable cause testing, include but are not limited to:

- The odour of an alcoholic beverage on the breath.
- Slurred speech.
- Glassy eyes.
- Unsteadiness in walking, standing, etc.
- Flushed face.
- Disorientated and/or drowsy.
- Incidents or injuries.
- Repeated errors in job performance.
- Excessive absenteeism or lateness.

Random Testing: At worksites, Tri-Energy Services Ltd. has confirmed in writing that each worker is covered by an employee assistance services program, we may implement a lawful computer-generated random alcohol and drug testing program. In the event a lawful random alcohol and drug testing program is to be adopted by us, a written notice shall be delivered to each employee at least 30 days prior to the implementation of that program at the worksite. Where a contractor requires random alcohol and drug testing, such a random testing program must be applicable to all companies and workers at the worksite.
Return to Duty: On return to duty after a worker has engaged in prohibited conduct in relation to drug, cannabis and/or alcohol use violation.
Follow-Up: On an unannounced basis for at least a year on return after a Substance Abuse Professional (SAP) assessment identifies the need to resolve a problem with alcohol or drug use/misuse.

Pre-Access: Drug and alcohol testing for safety-sensitive and risk-sensitive positions as a requirement to gain access to a contractor's worksite where safety is a bona fide concern. Testing will be done with no advance notice to the worker

Testing

Tri-Energy Services Ltd. will contract an approved laboratory to conduct all employee drug and alcohol testing that meets the requirements of,

- Standards Council of Canada, as it relates to testing procedures in the laboratory as outlined by COAA, Canadian Model for Providing a Safe Workplace.

A positive test will be with a drug level equal to or in excess of the urine concentrations set out below for the drugs listed below as defined by the COAA Canadian Model for Providing a Safe Workplace:

Drugs or classes of drugs	Screening concentration equal to or in excess of ng/mL	Confirmation concentration equal to or in excess of ng/mL
Marijuana metabolites	50	15
Cocaine metabolites	150	100
Opiates Codeine Morphine Hydrocodone Hydromorphone Oxycodone Oxymorphone	2000 2000 300 300 100 100	2000 2000 100 100 100 100
6-Acetylmorphine	10	10
Phencyclidine	25	25
Amphetamines	500	250

Alcohol and drug test results can be negative, positive, tampered, invalid or inconclusive. A negative test result means the employee is in compliance. A positive test result means non-compliance, a tampered test result means non- compliance, and an invalid or inconclusive test result cannot be relied upon to determine compliance or non-compliance. All test results will be provided in a confidential written report from the medical review officer to Tri-Energy Services Ltd.

Drugs or classes of drugs	Screening concentration equal to or in excess of ng/mL	Confirmation concentration equal to or in excess of ng/mL
Marijuana (THC)	4	2
Cocaine metabolites	20	8
Opiate metabolites	40	40
6-Acetylmorphine	-	4
Phencyclidine	10	10
Amphetamines	50	50

A supervisor may utilize an oral fluid test to test for current oral fluid drug concentration limits as defined by the COAA Canadian Model for Providing a Safe Workplace:

Social Events

Tri-Energy Services Ltd. expects all employees to manage their use of impairing substances responsibly and to conduct themselves appropriately during company-sponsored social events where such substances may be available. Employees must comply with all applicable laws and regulations governing public use at all times. If there is any concern that a worker may be impaired, Tri-Energy Services Ltd. will arrange suitable alternative transportation to ensure their safety and the safety of others.

Confidentiality

Except for the release of information in accordance with an alcohol and drug program and in situations affecting the health and safety of employees, subcontractors, visitors and the general public- results of all testing should be maintained by a designated Tri-Energy Services Ltd. official and will be kept confidential.

Training

Tri-Energy Services Ltd. will train and educate all supervisors to recognize various signs of impairment in the workplace. supervisors will also be trained on appropriate measure to deal with a suspected impairment situation. This includes recognizing the signs and symptoms of impairment and the procedures to follow when an employee is suspected of being impaired or having a substance abuse problem or dependency.

Violation of Drug & Alcohol Policy

Prior to Tri-Energy Services Ltd. making a final decision with regard to disciplining or terminating the contract of a worker who has failed to comply with the Drug and Alcohol Policy, a Tri-Energy Services Ltd. supervisor, shall direct the worker to meet with a substance abuse expert. The substance abuse expert will make an initial assessment of the worker and make appropriate recommendations. The worker, through the substance abuse expert, will provide to the company a confidential report of their initial assessment and recommendations. The company shall then make the final decision. The initial assessment is to be completed as soon as possible, and the report shall be delivered to Tri-Energy Services Ltd. within two days of completion. Failure by the worker to attend the assessment or follow the course of corrective or rehabilitation action shall be cause for termination of the worker. During the period of assessment and corrective rehabilitative programs recommended by the substance abuse expert, the worker shall be deemed to be suspended from his or her contract without pay.

In addition to disciplining or terminating for cause the contract of a worker who fails to comply with the alcohol and drug policy, a supervisor may give written notice to that person that he/she will not be re-employed again by Tri-Energy Services Ltd. unless the person provides the company with the following:

- A certificate issued:
  - By the rehabilitation program service provider certifying that the person who was terminated has successfully completed his/her rehabilitation program and continues to comply with all the requirements of the rehabilitation program, or
  - By a licensed physician with knowledge of substance abuse disorders certifying that the person who was terminated is able to perform the duties safely they will be required to perform if employed by the company.

If Tri-Energy Services Ltd. decides to discipline or terminate for cause, we will refer the worker to a substance abuse expert.

TRI-ENERGY SERVICES LTD

ENVIRONMENTAL POLICY

1. Policy Statement
Tri-Energy Services Ltd. considers environmental protection to be an essential and integral part of conducting business. We are committed to preventing pollution, conserving natural resources, and minimizing the environmental impacts of our operations. Our goal is to operate in a manner that supports environmental sustainability, protects public health, and preserves the ecosystems in which we work.

Tri-Energy will comply with all applicable environmental legislation in Alberta, British Columbia, and Saskatchewan, as well as federal requirements and client-specific environmental standards.
We strive to create an operation that is as waste-free as possible and will recycle and promote the use of recycled products whenever feasible.

2. Our Environmental Commitments
Tri-Energy Services Ltd. commits to:

- Minimizing hazards to public health
- Protecting the environment from adverse effects of construction and industrial operations
- Complying with all environmental legislation, standards, permits, and regulations
- Assessing potential environmental risks before work begins
- Evaluating and monitoring environmental performance against applicable standards
- Educating workers on environmentally responsible work practices
- Working collaboratively with industry, government, clients, and workers to maintain environmental awareness
- Continually improving environmental performance through training, audits, and corrective actions

3. Environmental & Hazardous Waste Management

No person shall dispose of hazardous waste or materials in a manner that could harm the environment, wildlife, or public health.
All workers and contractors must recycle all possible waste materials.

Environmental Hazards

- Environmental incidents can result in:
- Regulatory intervention
- Fines and penalties
- Public relations impacts
- Environmental contamination
- Wildlife harm
- Long-term ecological damage

Precautions and Controls

Planning

- Assess environmental impacts during pre-job meetings (including WHMIS and TDG considerations)
- Develop action plans to eliminate, reduce, or control environmental risks

Consultation

- Provide relevant environmental information to management, workers, contractors, and the public when required

Compliance

- Identify, inspect, and monitor potential environmental exposures
- Develop site-specific action plans and controls to minimize unanticipated incidents
- Ensure compliance with all applicable laws and regulations

Corrective Action

- Implement corrective measures promptly and effectively
- Follow industry best practices and established procedures

Training
Tri-Energy will provide training on:

- Environmental legislation and requirements
- Spill prevention and response
- Proper handling and storage of hazardous substances
- Waste and scrap material management
- Minimizing environmental impacts during job tasks

Monitoring

- Conduct spot checks and environmental audits
- Maintain a contingency plan for foreseeable environmental emergencies
- Review, test, and post contingency plans on site

4. Storage of Hazardous Substances

Tri-Energy will ensure:

- Hazardous substances are stored in proper, labeled, closed containers
- Chemicals are protected from stormwater exposure
- Secondary containment is used where required
- Storage areas are inspected regularly

5. Spill Prevention and Response

Spill Prevention

- Use proper containers and containment systems
- Utilize drip trays, catch basins, and containment pans during refueling, maintenance, or line-breaking
- Maintain spill kits in all vehicles, heavy equipment, and fuel storage areas
- Inspect spill kits monthly and conduct annual full inspections

Spill Response

If a spill occurs:

1. Stop the source if safe
2. Contain the spill using spill kit materials
3. Protect drains, waterways, and soil
4. Report the spill immediately
5. Assist with cleanup only if trained

Reporting

All spills must be reported immediately to:

- The Tri-Energy Supervisor
- Tri-Energy HSE
- Tri-Energy HSE will determine regulatory reporting requirements based on:
- Substance
- Quantity
- Location
- Environmental impact

Reporting may be required under:

- Alberta Environmental Protection and Enhancement Act (EPEA)
- BC Environmental Management Act
- Saskatchewan Environmental Management and Protection Act
- Canadian Environmental Protection Act
- Transportation of Dangerous Goods Act
- Alberta Fire Code
- Municipal bylaws

6. Erosion and Sediment Control

Tri-Energy will:

- Assess erosion risks before disturbing soil
- Minimize the area and duration of exposed ground
- Plan drainage and runoff controls

Install appropriate erosion and sediment controls such as:

- Silt fences
- Straw bales
- Berms
- Diversions
- Rock dams
- Sediment traps
- Seeding, mulching, blanketing, or sodding

Monitoring

- Conduct regular inspections of disturbed areas and control measures
- Repair or replace deficient controls immediately
- Remove accumulated sediment as required
- Releases of sediment into waterways or sensitive areas will be treated as spills and reported accordingly.

7. Environmental Waste Management

Before work begins, Tri-Energy will:

- Identify the types of waste expected
- Ensure appropriate waste management systems are in place
- Meet with the site owner to determine responsibilities for waste disposal
- Assign personnel to manage waste disposal when Tri-Energy is responsible
- Recycle scrap materials and waste whenever possible

8. Environmental Sustainability

Tri-Energy recognizes that environmental sustainability requires collaboration among industry, government, and workers.
We commit to:

- Reducing environmental risks
- Pursuing opportunities to minimize environmental impacts
- Supporting sustainable practices across all operations

9. Equipment and Vehicle Environmental Controls

Tri-Energy will:

- Maintain equipment and vehicles according to manufacturer specifications
- Inspect equipment regularly to prevent leaks and emissions
- Use fuel-efficient or alternative-fuel equipment where feasible
- Reduce unnecessary idling and emissions

10. Minimizing Habitat Disruptions

Tri-Energy acknowledges that many worksites are located in areas with sensitive vegetation and wildlife.
We will:

- Develop site-specific environmental protection plans
- Minimize disturbances to natural habitats
- Review environmental protection plans with workers before work begins

11. Environmental Training

Tri-Energy will educate workers on:

- Water conservation
- Equipment and vehicle emissions
- Habitat protection
- Recycling and waste reduction
- Environmentally responsible material selection
- Spill prevention and response
- Proper handling and storage of hazardous materials

12. Policy Review

This policy will be reviewed annually or when:

- Legislation changes
- Client requirements change
- Significant environmental incidents occur
- Operational changes require updates

TRI-ENERGY SERVICES LTD

FATIGUE MANAGEMENT POLICY

Fatigue can be defined as a progressive loss of mental and physical alertness that can end in sleep. Physical fatigue usually occurs after strenuous physical activity or very long periods of activity. A lack of sleep, sleeping at different times of the day, mental stress or high workload will quickly result in mental fatigue.

Employees that are experiencing fatigue should never operate any heavy equipment or drive a motorized vehicle. Fatigue can be divided into three categories:

Work Factors

- Irregular schedules
- Long periods of duty
- On-call nature of work
- Proficiency of a crew
- Workload

Environment Factors

- Weather conditions and temperature
- Workplace conditions and equipment
- Noise level
- Time of day

Personal Factors

- Biological rhythms
- Quantity and quality of sleep
- Physical fitness and health
- Age
- Personal obligations
- Diet and nutrition

Signs of Fatigue

Symptoms of fatigue vary from each person in the degree of fatigue or sleep deprivation. Signs and symptoms of fatigue can include:

- Tiredness
- Weariness
- Sleepiness, including falling asleep against your will (“micro” sleeps)
- Irritability
- Depression
- Reduced alertness, concentration and memory
- Giddiness
- Lack of motivation
- Headache
- Loss of appetite
- Digestive problems
- Increased susceptibility to illness

All of these are symptoms of fatigue that can lead to:

- Difficulty finding the words for what you want to say.
- Taking more risks in an effort to avoid additional effort.
- If driving, you may experience a “micro sleep” (a nap that lasts 4-5 seconds).

Monitoring

Employer Responsibilities

Tri-Energy Services Ltd. will schedule employees to ensure that maximum work hours and rotations are put into place. Special considerations will be made for travelling time, durations of time when an employee may be on-call and any other particulars that may affect the employee’s time designated for rest.

Tri-Energy Services Ltd. will monitor the health and safety of employees by:

- Looking for any changes in incident rates, health levels and especially fatigue.
- Looking for any changes in absenteeism rates as an increase may suggest a problem.
- Asking for workers’ reactions and listen to their comments to find out if adequate rest, breaks, tools for their specific jobs are available, and time off between shifts is appropriate.

Employee Responsibilities

As fatigue cannot always be seen and/or measured, employees have a responsibility to report to their supervisor occurrences where they are experiencing fatigue. Some details that the employee may want to address include:

- Changes in the work schedule.
- The physical demands of jobs, occupational hazards such as chemicals or noise exposures, and aspects of job design such as rest schedules.
- Changes in the environment or job design.
- The mental and emotional demands of the job.
- Job procedures that require constant attention or intense mental effort may be less acceptable for the extended workday.
- Personal factors.
- Seasonal changes.

Driving

Fatigue can impair functioning while driving. Fatigue affects your driving performance even before you actually fall asleep behind the wheel. Fatigue can delay reaction time, decrease awareness and impair judgment.
It is important to pay attention to warning signs of fatigue when behind the wheel. These signs include yawning, excessive blinking, disconnected thoughts, nodding as well as being unaware of the traffic and environment around you. The best solution is to pull over as soon as it is safe to do so and have a short nap to increase your alertness. If you have an opportunity to have a longer nap, this will significantly decrease your sleep debt.

Safe Driving Strategies regarding managing fatigue include:

- A responsible driver does not drive if under the influence of fatigue.
- Fatigue affects your driving performance by increasing the duration of your response time and decreasing your concentration.
- It is important to pay attention to the warning signs of fatigue (weaving, not being aware of surroundings, and missing signs and exits).
- Strategies such as getting fresh air and turning on the radio only mask fatigue; they don't actually reduce it.

Short naps and coffee combined can help if you are not too far from your destination.

Rest Breaks

Tri-Energy Services Ltd. will provide sufficient rest breaks for all workers that may allow for proper nutrition and an opportunity to obtain physical activity. This allows for rest and recovery time for all workers to conduct their work in a safe and practical manner.

An employee's work hours must fall within a 12-hour period in a workday unless an unforeseeable emergency occurs, or the Director of Employment Standards issues a permit authorizing extended hours of work. If a shift is in excess of 5 consecutive hours, the employee is entitled to at least a one-half hour break, except where it is unreasonable or impossible. The break can be paid, or unpaid, by the employer's discretion.

Training

Tri-Energy Services Ltd. will ensure that all employees are made aware of the potential signs and symptoms of fatigue to watch for in both themselves and fellow workers. Information will be made available to all employees for consideration of altering personal factors that can positively affect their fatigue management while on and off duty.

Evaluation

Tri-Energy Services Ltd. will periodically review the work, environmental and personal factors that can affect an employee's fatigue. Changes may be implemented affecting job procedures, rest time for employees, breaks, alternative tools, or as Legislation alters.

Reporting

Tri-Energy Services Ltd. requires all incidents that relate to fatigue to be reported to management. Action will be taken by Tri-Energy Services Ltd. to ensure that appropriate steps are taken to correct the situation and prevent future incidents.

JOURNEY MANAGEMENT PLAN POLICY

The purpose of the Journey Management Plan (JMP) is to ensure that all employees operate motor vehicles safely to and from long distance operations. Long distance operations are considered over 160 kilometers, trips within 160 km of home base are exempt. This plan will provide information that will be utilized in the safe planning and monitoring of long-distance journeys. JMP's will be fully documented on the Tri-Energy Services Ltd. Journey Management Plan Form, will accompany the driver, and be kept on file.

Details in the JMP must include the following:

- Name of the driver.
- Name of each passenger.
- Vehicle type.
- Vehicle registration number (or fleet number).
- Journey approval name (if applicable).
- Date of the plan.
- Contact telephone names and numbers.
- Date of the journey.
- Departure and expected arrival times.
- Route details.
- Rest period details.

Vehicle

Before a journey is to commence, the following must be confirmed:

- The vehicle is approved.
- The vehicle is in safe working condition.
- A vehicle checklist has been completed.
- A roadside emergency kit and all safety equipment are confirmed to be in the vehicle.
- The driver is authorized for the journey.
- The driver is fit and not under the influence of drugs, alcohol or prescription drugs.
- An emergency communication device is in working order (i.e., cell phone that will have service in rural areas, communication/ remote communication device).

Driver Requirements

The driver must notify Tri-Energy Services Ltd. of the journey travel plans. An overview of the JMP should be expressed to a supervisor or designated other individual.

When long-distance driving is required, getting plenty of rest before the journey commences is required. A driver should schedule sufficient breaks in order to prevent fatigue. If the driver is alone and having trouble staying alert, it is recommended that the driver pull off the road, stop driving and/or get out of the vehicle for fresh air.

It is recommended that all driving is done during daylight. If driving is required at night, consideration should be given to getting a hotel room and starting fresh the next day, if the driver starts to feel fatigued. If two licensed and approved drivers are in the vehicle, it is recommended they take turns driving. Speed should be reduced when travelling at night as well, and extra attention should be made for possible wildlife on/near the road.

Weather Conditions

Stay alert, slow down, and stay in control — the three key elements to safe winter driving. Drive according to current road and weather conditions. Keep a safe distance between you and the vehicle in front of you. Avoid situations where you may have to brake suddenly on a slippery surface. In unfavorable driving conditions, consideration should be made to postponing or cancelling the journey. It is especially important when driving in winter to ensure that every distraction that can be eliminated is removed prior to starting the journey. When employees are travelling to an unfamiliar destination, it is required to have written directions available prior to commencing the journey.

Cell Phone Usage While Driving

Tri-Energy Services Ltd. is committed to protecting workers from injuries associated with the improper use of cell phones while operating a motor vehicle. Using a cell phone while operating a motor vehicle is hazardous to both the worker and the general public. supervisors are responsible for facilitating and/or provide proper instruction to employees on protection requirements and training in accordance with Tri-Energy Services Ltd.'s practices/procedures "Distracted Driving & Cell Phone Use" and "Driving Safety."

Emergency Kits

Roadside emergency kits will be in each Tri-Energy Services Ltd. vehicle and will accompany every journey. Emergency kits must be kept current and include the following as a minimum:

- Bottled Water.
- Booster Cables.
- Blanket.
- First Aid Supplies.
- Warning Triangles.
- Flashlights.
- Fire Extinguisher.
- Shovel (winter months).
- Sandbags (winter months).

All contractors and sub-contractors not providing their own JMP will adhere to this practice.

TRI-ENERGY SERVICES LTD

MODIFIED WORK & EARLY RETURN TO WORK PROGRAM

Tri-Energy Services Ltd. maintains a structured Modified Work Program designed to support workers recovering from work-related injuries and to facilitate a safe, timely, and productive return to work. This program operates in alignment with our Safe Return-to-Work Policy and provides transitional duties that allow injured workers to remain active contributors while progressing toward full recovery.

Program Overview
Tri-Energy is committed to reducing lost-time injuries by offering meaningful, medically appropriate modified duties to workers who have sustained minor or moderate injuries.

The program ensures:
- Early engagement with medical professionals
- Clear communication between the worker, supervisor, and WCB
- Safe, structured transitional work assignments
- Ongoing monitoring and adjustment based on medical guidance

Procedure Following an Injury

1. Medical Attention & Notification
If a worker requires medical attention following an incident, they must inform the attending physician that Tri-Energy Services Ltd. participates in a Modified Work Program. This ensures the physician understands that light-duty or transitional work is available.

2. Documentation Review
The Case Coordinator (Tri-Energy supervisor) will review all medical documentation and incident details to determine suitable modified duties. The WCB Case Manager will be notified promptly. Tri-Energy Services Ltd. maintains all documentation related to the incident, including medical reports, investigation findings, modified work offers, and all correspondence associated with the worker's recovery and return-to-work process.

3. Offer of Modified Work
An official Offer of Modified Work will be presented to the injured worker using the Tri-Energy Offer of Modified Work Form. This offer is issued on the date of the incident and includes:

- Specific duties the worker is medically cleared to perform
- Duration of modified work, as determined through medical consultation

4. Monitoring & Follow-Up
Once placed on modified duties, the Case Coordinator will:

- Monitor the worker's progress
- Maintain communication with the worker and WCB
- Address concerns or barriers immediately
- Adjust duties as required based on updated medical information

5. Return to Full Duties
When medical clearance is received confirming the worker can resume regular duties, WCB will be notified and the worker will transition back to their pre-injury role.

Confidentiality of Medical Information
Tri-Energy Services Ltd. keeps all medical information strictly confidential. Medical documents are stored securely and only accessed by personnel directly involved in return-to-work coordination. Information will not be shared with supervisors, coworkers, or third parties unless required by law or with the worker's consent. All records are protected in accordance with WCB requirements and applicable privacy legislation.

Roles & Responsibilities

Management
- Oversee the Modified Work Program
- Ensure suitable transitional duties are available
- Support supervisors in implementing return-to-work plans

Supervisors / Case Coordinators
- Coordinate medical documentation and WCB communication
- Develop and monitor return-to-work plans
- Ensure modified duties align with medical restrictions

Workers
- Inform their physician that modified/light-duty work is available
- Participate in the Modified Work Program when medically approved
- Communicate any concerns or limitations promptly

TRI-ENERGY SAFE DRIVING POLICY

Tri-Energy Services Ltd. is committed to driving safety and minimizing the risk of injury to workers and members of the public, and loss of property arising from vehicle incidents. The following policy addresses the important safety issues around automobile use while on the job. Application of the safe driving practices outlined in this policy is strongly encouraged while driving during non-working hours as well.

1. Policy Statement

Tri-Energy Services Ltd. is committed to protecting workers, contractors, and the public by ensuring all driving activities are conducted safely, responsibly, and in compliance with Alberta legislation. Motor vehicle incidents remain one of the highest-risk activities in industry; therefore, safe driving is a core expectation of all personnel representing Tri-Energy Services Ltd.
This policy applies to all company-owned, leased, rented, or personally owned vehicles used for company business. Safe driving practices outlined in this policy are strongly encouraged outside of work hours as part of our commitment to community safety.

2. Scope

This policy applies to all Tri-Energy Services Ltd. employees, supervisors, contractors, and authorized drivers who operate:

- Company-owned or leased vehicles
- Rental vehicles used for company business
- Personal vehicles used for work-related purposes

This policy applies at all times while conducting company business, regardless of location or vehicle type.

3. Legislative and Regulatory Requirements

This Code of Practice is developed in accordance with:

- Alberta Traffic Safety Act
- Alberta OHS Act, Regulation, and Code
- Hours-of-Service Regulations (Provincial and Federal)
- Manufacturer specifications for vehicles and equipment

Where conflicts exist, **the most stringent requirement applies**.

4. Definitions

- **Authorized Driver:** A worker approved by Tri-Energy Services Ltd. to operate a vehicle for business purposes.
- **Commercial Vehicle:** A vehicle regulated under provincial or federal Hours-of-Service legislation.
- **Impairment:** Any condition that reduces a worker's ability to operate a vehicle safely, including fatigue, alcohol, drugs, or medical conditions.
- **Journey Management:** A planned and documented process to assess travel risk and ensure safe execution of work-related trips.

5. Commercial Vehicle Compliance Requirements (This section incorporates all six required elements.)

5.1 Vehicle Condition and Roadworthiness
Workers shall not operate, nor permit another person to operate, a commercial vehicle on a highway if the vehicle or any of its equipment is in a condition that could reasonably be expected to endanger persons or property.
Any unsafe condition must be reported immediately, and the vehicle must be removed from service until repaired.

5.2 Vehicle Weight and Load Limits
Workers shall not operate a commercial vehicle if:

- The vehicle exceeds the maximum allowable weight for that vehicle,
- The vehicle exceeds the weight listed on the Safety Fitness Certificate, or
- The load exceeds the manufacturer's GVWR or axle ratings.
- Drivers are responsible for confirming weight compliance before travel.

- **5.3 Daily Trip Inspections**
- A commercial vehicle must not be operated unless:
- A daily trip inspection has been completed within the previous 24 hours,
- The inspection meets all legislative requirements, and
- No major defects were identified.
- Vehicles with major defects must not be operated until repaired and verified safe.

5.4 Stationary Vehicles at Night
During nighttime hours, a commercial vehicle must not remain stationary on a highway outside an urban area unless its hazard warning lights are activated, provided they are functional.

5.5 Hours of Service Compliance
Tri-Energy Services Ltd. monitors driver compliance with all applicable Hours-of-Service (HOS) regulations.

Drivers must:

- Accurately record duty status,
- Comply with maximum driving and on-duty limits,
- Take required rest periods, and
- Report any potential violations immediately.
- Supervisors must review logs and ensure corrective actions where required.

5.6 Cargo Securement
All cargo must be contained, immobilized, or otherwise secured so that it cannot:

- Leak, spill, blow off, fall from, fall through, or be dislodged from the vehicle, or
- Shift in a way that affects vehicle stability or maneuverability.

Drivers must verify securement before departure and as required during travel.

6. Safe Driving Practices

6.1 Speed Management
Workers must drive at speeds appropriate to road, weather, and traffic conditions and must comply with all posted speed limits. Speeding or unsafe speed variance is prohibited and subject to disciplinary action.

6.2 Seat Belt Use
Drivers and passengers must wear seat belts correctly at all times while travelling on company business.
The vehicle must not be operated until all occupants are buckled.

6.3 Distracted Driving
Drivers must not engage in activities that distract from safe vehicle operation, including:

- Reading or writing
- Grooming
- Using handheld electronic devices
- Manually entering information into navigation or computer systems
- Drivers must pull over safely before using any electronic device.

6.4 Emergency Preparedness
Drivers must ensure their vehicle is equipped for expected road and weather conditions, including:

- Emergency kit
- Winter survival kit (seasonal)

6.5 Trip Planning
Workers must follow the Journey Management Plan Policy, including:

- Planning routes and departure times
- Allowing adequate travel time
- Avoiding high-risk weather or traffic conditions where possible
- Communicating travel plans to a designated contact

6.6 Parking Safety
Workers must:

- Pull through parking stalls when feasible, or
- Back into parking spaces so departure is made in a forward motion.
- When backing up, whether into a stall, near barriers, equipment, or other obstructions.a designated spotter must be used to guide the vehicle and ensure no contact is made with barriers or surrounding hazards.

6.7 Additional Safe Driving Requirements
Workers must:

- Hold a valid operator's license for the vehicle class
- Never drive while impaired by alcohol, drugs, or fatigue
- Follow all requirements of the Alberta Traffic Safety Act
- Take rest breaks at least every two hours
- Not exceed 8 hours of driving per day unless required under HOS rules
- Comply with provincial and federal HOS limits (13 hours driving; 15 hours on duty provincially; 14 hours on duty federally)
- Perform pre-trip inspections, especially when unfamiliar with a vehicle
- Ensure all equipment (mirrors, head restraints, etc.) is properly adjusted
- Drive with headlights on at all times
- Always use defensive driving techniques

WASTE MANAGEMENT POLICY

1. Purpose
Tri-Energy Services Ltd. is committed to managing all waste, wastewater, and scrap materials in a manner that protects workers, the public, wildlife, and the environment. This policy establishes requirements for waste identification, storage, handling, transportation, disposal, recycling, and emergency response. No person shall dispose of any hazardous waste or materials that may cause harm to the environment or public health and safety. All possible waste or materials must be recycled whenever feasible.

2. Definitions
Waste: Any material, substance, or by-product generated during work activities that is no longer required.
Hazardous Waste: Waste that is toxic, corrosive, flammable, reactive, or otherwise harmful to human health or the environment.
Waste Coordinator: A designated individual responsible for overseeing waste management activities, including storage, handling, disposal, documentation, and compliance.

3. Hazards
Improper waste management may result in:
- Regulatory intervention
- Fines and legal penalties
- Public relations impacts
- Environmental contamination
- Negative effects on wildlife and ecosystems

4. Pre-Job Waste Planning
Before work begins, Tri-Energy Services Ltd. will:
- Estimate the type and quantity of waste expected to be generated.
- Determine the need for tanks, bins, containers, and waste removal services.
- Identify potential environmental impacts during the pre-job meeting (WHMIS/TDG review).
- Develop an action plan to eliminate, reduce, and control environmental damage.
- Assign responsibilities for waste handling, storage, and disposal.

This planning will be documented and reviewed with all workers.

5. Owner Consultation and Authorization
When working on a client site, Tri-Energy Services Ltd. will:
- Consult with the site owner to establish a waste disposal plan.
- Inform the owner of all waste, wastewater, and scrap materials generated.
- Collaborate on waste segregation, characterization, and hazardous classification.
- Ensure only authorized personnel conduct waste characterization.
- Use only regulated carriers approved by the owner for waste transport.
- Dispose of waste only at authorized facilities that meet legal and site requirements.

No waste shall be removed, transferred, or disposed of without proper authorization.

6. Waste Coordinator Responsibilities
Tri-Energy Services Ltd. will appoint a Waste Coordinator (or designate) responsible for:
- Ensuring proper waste storage, handling, and disposal.
- Maintaining waste inventories and documentation.
- Coordinating with the site owner and approved carriers.
- Monitoring compliance with legislation and site requirements.
- Conducting inspections and ensuring corrective actions are taken.
- Responsibilities will be communicated to all workers and posted in designated areas.

7. Waste Inventory and Classification
- A waste inventory will be established for each project and updated throughout the job. The inventory will:
- Identify all waste streams.
- Document quantities and characteristics.
- Determine whether waste can be reused, recycled, or must be disposed of.
- Support regulatory reporting and owner communication.

8. Waste Storage Requirements

All project-related waste must be stored in a manner that minimizes risk to workers and the environment.

Storage Standards

- Waste must be stored in appropriate, labeled, compatible containers.
- Containers must remain closed except when adding or removing waste.
- Recyclable materials must be segregated into separate containment.
- Harmful substances must be stored in proper containers to minimize spill potential.
- Chemicals should be kept in closed containers and protected from stormwater.
- Storage areas must be secure, ventilated, and inspected regularly.

10. Wastewater Management

Before disposing of wastewater:

- The contents must be known and documented.
- If wastewater contains hazardous components (toxic, corrosive, flammable, etc.), it must be disposed of at an authorized hazardous waste facility.
- Tri-Energy Services Ltd. will meet with the site owner to ensure wastewater disposal complies with applicable permits and regulations.
- Workers handling wastewater must be trained in proper procedures.

11. Personal Protective Equipment (PPE)

PPE must be worn while handling waste as identified by a hazard assessment.

Minimum PPE includes:

- Gloves
- Additional PPE may include:
- Hard hat
- Steel-toed boots
- Eye protection
- Respiratory protection
- Chemical-resistant clothing
- Hazards will be identified prior to work and reassessed throughout the job.

12. Training Requirements

- All workers involved in waste management activities must receive training on:
- Legislative, technical, and environmental requirements.
- Proper handling, storage, and disposal of waste and scrap materials.
- Spill prevention and response procedures.
- PPE selection and use.
- Site-specific waste containment and recycling systems.
- Wastewater handling and disposal requirements.
- Training will be documented and refreshed as needed.

13. Monitoring and Compliance

Tri-Energy Services Ltd. will:

- Conduct spot checks and environmental audits.
- Monitor potential exposures and their impact on the company.
- Develop site-specific action plans and controls to detect and minimize unanticipated incidents.
- Ensure compliance with all applicable laws, regulations, and permits.
- Corrective actions must be taken promptly and efficiently.

14. Emergency Response

A contingency plan must be developed, reviewed, tested, and posted on-site to address foreseeable emergency situations.

Emergency Response Requirements

- Identify who is in control of the site during an emergency.
- Define methods of implementation and communication.
- Ensure resources are available for effective response.

Spill Kits

- Spill kits must contain supplies appropriate for the materials on site.
- Kits must be easily accessible.
- Tri-Energy Services Ltd. will inspect spill kits monthly.

Spills

- All spills must be reported to environmental authorities when required.
- Spill response must follow established procedures and regulatory requirements.

15. Recycling and Reuse

Tri-Energy Services Ltd. encourages:

- Proper segregation of waste materials.
- Recycling of scrap and reusable materials whenever possible.
- Minimizing waste generation through planning and efficient work practices.

16. Considerations Before Work Begins

Before commencing work, Tri-Energy Services Ltd. will:

- Identify types of waste expected (trash, scrap, wastewater, etc.).
- Ensure adequate waste management systems are in place.
- Meet with the site owner to determine responsibilities for waste disposal.
- Assign personnel responsible for waste management if Tri-Energy is in charge.
- Ensure recycling and reuse opportunities are maximized.

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