STRATHCONA RESOURCES LTD

STRATHCONA RESOURCES LTD.
LLOYDMINSTER CONVENTIONAL
EMERGENCY RESPONSE PLAN

24 HOUR EMERGENCY LINE
888.488.7190

Alberta Energy & Environmental
24 Hr Response Line
800.222.6514

Saskatchewan Energy & Resources
24 Hr Incident Reporting
844.764.3637

STRATHCONA RESOURCES LTD

Strathcona Resources Ltd.
Lloydminster Conventional Emergency Response Plan

CRITERIA

ALERT
An Alert is an incident that can be handled on site by the duty holder through normal operating procedures and is deemed to be very low risk to members of the public.
Immediate control of the hazard is possible through normal operating procedures. All control and containment systems are fully functioning. There is no immediate hazard to the public. On site personnel and equipment can handle the situation with existing procedures.

- Assess the situation and declare an Alert, notify Supervisor, notification of the corporate EOC is discretionary, depending on company policy.
- **Notify the local AER / MER Field Centre, if members of the public or the media have been contacted.**
- **Notification to the public for an Alert shall be at the discretion of the Incident Commander and company policy.**
- Take all reasonable steps to control, isolate, and minimize the incident.
- Place additional personnel and equipment on standby, if required.

LEVEL 1 EMERGENCY
A Level 1 Emergency is an incident where there is no danger outside the duty holder's property, there is no threat to the public, and there is minimal environmental impact. The situation can be handled entirely by duty holder personnel. There will be immediate control of the hazard. There is little or no media interest.

- Assess the situation, sound the alarm, and declare a Level 1 Emergency.
- Notify the Supervisor who will activate the Emergency Response Plan and notify the corporate EOC, alert all involved contracted company offices.
- Don the appropriate Personal Protective Equipment (PPE) as required and take action to prevent further injuries, environmental damage, and loss of equipment.
- Account for all personnel and dispatch non-essential personnel from the incident site, isolate the incident site.
- Provide first aid to the injured.
- Place additional personnel, equipment, and industry support services on standby, if required.
- **Notify the local AER / MER Field Centre and confirm the Level of Emergency classification.**
- **Notify the public within the EPZ that requested early notification or facilities that may require additional time to evacuate, if applicable.**
- **Notify the local authorities and AHS / SHA if members of the public or the media have been contacted.**
- Record all pertinent information on the appropriate forms.

LEVEL 2 EMERGENCY
A Level 2 Emergency is an incident where there is no immediate danger outside of the company property or the right of way but where there is the potential for the emergency to extend beyond the duty holder's property. Outside agencies must be notified. Imminent control of the hazard is probable but there is a moderate threat to the public and/or environment. There may be local and regional media interest in the event.

- Establish the Incident Command Post (ICP). Perform Level 1 activities, if not completed.
- Notify the Supervisor, who will activate the Emergency Response Plan and notify the corporate EOC. Alert all involved contracted company offices.
- Alert industry support services and mobilize, as required.
- **Notify all individuals within the EPZ.**
- **Notify outside resources and provincial agencies, including the local AER / MER Field Centre, local authorities, and AHS / SHA.**
- Manage public safety. Begin evacuation or sheltering of the EPZ, if applicable.
- Prepare for ignition if necessary.
- Record all pertinent information on the appropriate forms.

LEVEL 3 EMERGENCY
A Level 3 Emergency is an incident where the safety of the public is in jeopardy from a major uncontrolled hazard. There are likely significant and ongoing environmental impacts. Immediate multi agency municipal and provincial government involvement is required.

- Perform Level 1 and 2 activities if not completed. Ensure corporate EOC has been notified and mobilized.
- Mobilize on call and off duty personnel.
- Mobilize industry support services.
- **Notify all individuals within the EPZ.**
- **Notify outside resources and provincial agencies, including the local AER / MER Field Centre, local authorities and AHS / SHA.**
- Manage public safety. Begin evacuation or sheltering of the EPZ, if applicable.
- Ignite uncontrolled release if ignition criteria have been met.
- Record all pertinent information on the appropriate forms.

WHAT TO DO AT THE SCENE OF AN EMERGENCY

Protect Life
Protect the Environment
Protect Property
Preserve Evidence

- Do not panic. Assess the situation by determining the problem, the extent of the situation and the response action required.
- Evacuate and call for help. Sound the alarm and notify your immediate supervisor.
- Call emergency services, as required.
- Administer First Aid, if applicable.
- Depending on the nature of the emergency, begin corrective actions to bring the emergency under control.
- The Incident Commander will provide all information to the corporate Emergency Operations Centre (EOC).
- Declare the "All Clear" message once the emergency has been completely resolved.

When **REPORTING AN EMERGENCY** be sure to provide the following information in a calm, collected tone:

1. Your name and return telephone number(s)
2. Your present and future location
3. The present problem
   - Injuries
   - Damage to property
   - Damage to the environment
   - Other critical data
4. Your next steps
5. The present weather at your location
6. What you need assistance with

STRATHCONA RESOURCES 24 HOUR EMERGENCY LINE: 888.488.7190

STRATHCONA RESOURCES LTD. CONTACTS

NAME	TITLE	CELL
[redacted]	[redacted]	[redacted]

PROVINCIAL EMERGENCY CONTACTS

NAME	FUNCTION	NUMBER
Alberta Energy Regulator (AER)	Energy and Environmental 24 Hr Response Line	800.222.6514
	Head Office (Calgary)	403.297.8311
Saskatchewan Energy and Resources (MER)	24 Hr Incident Reporting	844.764.3637
Alberta Emergency Management Agency (AEMA)	Provincial Emergency Coordination Centre (PECC)	866.618.2362
Saskatchewan Public Safety Agency (SPSA)	24 Hr Reporting	800.667.9660
Alberta Environment & Protected Areas	24 Hr Environment Hotline	800.222.6514
	Information Centre	877.944.0313
Saskatchewan Environment	Spill Control Centre (Spill Line) 24 Hr Reporting	800.667.7525
	Inquiry Centre	800.567.4224
Alberta EDGE (Environmental and Dangerous Goods Emergencies)	24 Hr Dangerous Goods Reporting	800.272.9600
Alberta Forestry & Parks	Wildfire Reporting	310.FIRE (3473)
Alberta Health Services (AHS)	Province Wide Single Point of Contact (SPOC) Emergency Line	[redacted]
	HEALTHLink Alberta	811
	Poison & Drug information Service (PADIS)	800.332.1414
Saskatchewan Health Authority (SHA)	24 Hr Emergency	[redacted]
	HealthLine 811	811
	Poison Control Centre	866.454.1212
Alberta Occupational Health & Safety	Incident Reporting	866.415.8690
Saskatchewan Occupational Health & Safety Division	Inquiry Line	306.787.4496
	Reporting Line	800.567.7233
STARS Air Ambulance	Province Wide	888.888.4567
Transport Canada	CANUTEC Toll Free	888.CAN.UTEC (888.226.8832)
	CANUTEC	613.996.6666
Transportation Safety Board (TSB)	Rail Occurrence Hotline Pipeline Occurrence Hotline	819.944.3741 819.997.7887
Utility Safety Partners (Alberta)	Requests/Inquiries	800.242.3447
Sask 1st Call	Before You Dig	866.828.4888
WYAMZ - Western Yellowhead Air Management Zone	Saskatoon	306.371.2478
Workers' Compensation Board	Within Alberta	866.922.9221
	Within Saskatchewan	800.667.7590

EMERGENCY MANAGEMENT CONSULTANT

Behr Integrated Solutions	Calgary	403.444.6940

For emergency contact information specific to an individual Operating Area please refer to the area specific summaries located in *the Assets and Equipment* section.

AER / MER ASSESSMENT MATRIX FOR CLASSIFYING INCIDENTS

TABLE 1 – CONSEQUENCE OF INCIDENT

RANK	CATEGORY	EXAMPLE OF CONSEQUENCE IN CATEGORY
1	Minor	▪ No worker injuries. ▪ Nil or low media interest. ▪ Liquid release contained on site. ▪ Gas release impact on site only.
2	Moderate	▪ First aid treatment required for on lease worker(s). ▪ Local and possible regional media interest. ▪ Liquid release not contained on site. ▪ Gas release impact has the potential to extend beyond lease.
3	Major	▪ Worker(s) require hospitalization. ▪ Regional and national media interest. ▪ Liquid release extends beyond lease – not contained. ▪ Gas release impact extends beyond lease – public health/safety could be jeopardized.
4	Catastrophic	▪ Fatality. ▪ National and international media interest. ▪ Liquid release off lease – not contained – potential for or is affecting water or sensitive terrain. ▪ Gas release impact extends beyond lease public health/safety jeopardized.

TABLE 2 – LIKELIHOOD OF INCIDENT ESCALATING

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

TABLE 3 – INCIDENT CLASSIFICATION

RISK LEVEL		ASSESSMENT RESULTS
Use the sum of the numbers gathered from tables 1 and 2 to obtain the risk level and the incident classification below.		
2 – 3	**Very Low**	**Alert**
4 – 5	**Low**	**Level 1 Emergency**
6	**Medium**	**Level 2 Emergency**
7 – 8	**High**	**Level 3 Emergency**

TABLE 4 – INCIDENT RESPONSE

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

PUBLIC INFORMATION

What and when is information required to be released to the public?

To those evacuated or sheltered – at the onset

- Type and status of incident.
- Location and proximity of the incident to people in the vicinity.
- Public protection measures to follow, evacuation instructions, and any other emergency response measures to consider.
- Actions being taken to respond to the situation, including anticipated time period.
- Contacts for additional information.

To those evacuated or sheltered – during

- Description of the products involved and their short term and long term effects.
- Effects the incident may have on people in the vicinity.
- Areas impacted by the incident.
- Actions the affected public should take if they experience adverse effects.

To the general public - during

- Type and status of incident.
- Location of the incident.
- Areas impacted by the incident.
- Description of the products involved.
- Contacts for additional information.
- Actions being taken to respond to the situation, including anticipated time period.

Appendix 8, AER Directive 71

ALBERTA NOTIFICATION MATRIX

Alberta

Notification Requirements for Key Government Agencies

INCIDENT TYPE	Initial Responders			Lead Agencies				Other Government Agencies							Support Services
	Ambulance Services	Local Fire Department or Industrial Fire Service	Police / RCMP [2]	Energy/Environmental Emergency and Operations Complaint Line: AER	Energy/Environmental Emergency and Operations Complaint Line: EPA	Local Authorities (i.e. urban centres, MDs, and First Nations reserves)	AHS - Alberta Health Services [3]	Alberta Occupational Health and Safety	Workers' Compensation Board	AEMA - Alberta Emergency Management Agency	ABSA - Alberta Boilers Association	Alberta Forestry & Parks [4]	Alberta Safety Services - Electrical Branch	Alberta Transportation EDGE [5]	Oil Spill Cooperative (WCSS)
Sour Gas Release	✓		✓	✓	✓	✓	✓	✓		✓		✓		✓	
Sweet Combustible Gas Release		✓	✓	✓	✓	✓	✓	✓		✓		✓		✓	
Spill - Unrefined Products*				✓	✓	✓	✓	✓		✓		✓		✓	✓
Spill - Refined Products*				✓	✓	✓	✓	✓		✓		✓		✓	✓
Trucking / Motor Vehicle / Rail Incident	✓	✓	✓	✓	✓	✓		✓						✓	
Serious Injury or Fatality (including sour gas exposure)	✓		✓	✓			✓	✓	✓						
Fire / Explosion		✓	✓	✓		✓	✓	✓		✓		✓		✓	
Boiling Liquid Vapour Explosion - BLEVE		✓[1]	✓	✓		✓	✓	✓		✓		✓		✓	
Collapse or upset of a crane, derrick, or hoist Collapse or failure of any component of a building or structure	✓	✓	✓					✓							
Pressure Vessel or Piping Incident				✓				✓			✓			✓	
Electrical Incident		✓		✓				✓					✓	✓	
Security Incident			✓					✓						✓	

✓ Mandatory contact. ✓ Contact consideration based on emergency event details. * Refer to the Alberta Petroleum Industry Release Reporting Requirements chart included in the ERP.

1. Contact the Local Fire Department or Industrial Fire Service in a BLEVE scenario to act as a backup to ERAC.
2. Contact the RCMP if the emergency affects a highway designated by 1, 2, or 3 digits (e.g., Hwy 2, Hwy 47, Hwy 837).
3. Contact Alberta Health Services (AHS) if the incident has the potential to impact public health (e.g., a sour gas release that impacts stakeholders.)
4. Contact Alberta Forestry & Parks for any event affecting forested areas.
5. Alberta Transportation EDGE is the first call for all transportation-related spills/incidents.

Federal

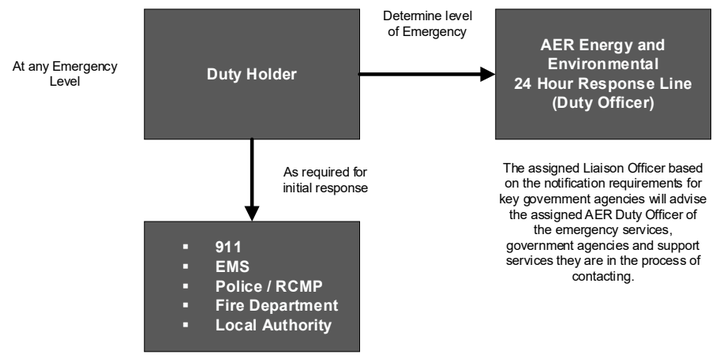
Notification Requirements for Key Government Agencies

INCIDENT TYPE	Initial Responders		Lead Agencies	Other Government Agencies				Support Services	
	Police / RCMP	Canada Energy Regulator (CER)[1]	Transportation Safety Board (TSB)	Environment and Climate Change Canada (ECCC) [2]	Indian Oil and Gas Canada (IOGC) [3]	Fisheries and Oceans Canada (DFO) [4]	CANUTEC [5]	ERAC - Emergency Response Assistance Canada [6]	NAV Canada
Sour Gas Release	✓	✓	✓	✓	✓				✓
Sweet Combustible Gas Release	✓	✓	✓	✓	✓				✓
Spill - Unrefined Products		✓	✓	✓	✓	✓	✓	✓	
Spill - Refined Products		✓	✓	✓	✓	✓	✓	✓	
Trucking / Motor Vehicle Incident	✓		✓	✓		✓	✓	✓	
Marine, pipeline, rail, and air modes			✓			✓			
Serious Injury or Fatality (including sour gas exposure)	✓	✓	✓		✓				
Fire / Explosion	✓	✓	✓	✓	✓				✓
Boiling Liquid Vapour Explosion - BLEVE		✓					✓	✓	
Pressure Vessel or Piping Incident		✓		✓		✓		✓	
Electrical Incident		✓		✓					
Security Incident	✓	✓	✓						

✓ Mandatory contact. ✓ Contact consideration based on emergency event details.

1. Contact the Canada Energy Regulator (via the Transportation Safety Board of Canada) for emergencies involving CER regulated sites and inter-provincial pipelines.
2. Contact Environment and Climate Change Canada for incidents involving spills on First Nation lands, in National Parks, into river or lake systems containing fish, or onto railway rights-of-way.
3. Contact Indian Oil and Gas Canada for incidents affecting First Nation reserves and Métis settlements.
4. Contact the DFO to report any spill in or around fresh, marine, or fish-bearing waters.
5. Contact the Canadian Transport Emergency Centre (CANUTEC) if information is required about handling procedures for toxic material releases.
6. Contact ERAC for emergencies related to specific ERAP products for vessels containing over 450 litres or greater by road, rail, or stationary tank.

Initial Notification Process



FIRST CALL COMMUNICATION FORM

General Incident Information

Regulator Contact:	**Field Centre:**	
Duty Holder:	**Caller:**	**Phone number:**
E-mail address for release report:		
Licence #:	**Pipeline Line #:**	**Approval #:**
Incident Location: _____ - _____ - _____ - _____ W ___M		
Emergency Level:		
Serious Event? ☐ Yes ☐ No		
If yes, what kind of serious event?		
☐ Blowout ☐ Explosion ☐ Fire ☐ Other control loss ☐ Fracking ☐ Casing failure		
Land Type (jurisdiction):		
☐ Freehold ☐ First Nations ☐ Métis ☐ CFB ☐ Crown – Disposition #		
Agencies Notified:	**Date:**	
FIRST Duty Office (DO) Contacted: ☐ Yes ☐ No		
If yes, date & time DO was contacted:	**DO Contact Name:**	

Release Details

Volumes

Substance*	Release ($m^3/10^3\ m^3$)	Recovered ($m^3/10^3\ m^3$)	Disposal / Storage Location

* For emulsion, break down oil & water if possible.

Description of how the release volume was determined and verified (including calculations, e.g. spill length x width x depth)

Area affected (length x width): m^2

How was the area affected determined? (Aerial survey, perimeter walk, range finder, samples taken, etc.)

Who delineated the spill area (environmental technologist, operator, etc.) and what process was used?

Release Details

☐ **Reminded duty holder to update the regulator immediately if release volumes or area changes from what was initially reported.**

☐ **Asked for the immediate submission of photos of the entire spill site to the regulator and communicated that photos of the cleanup would need to be submitted with the release report.**

Cause of release (suspected or actual):

Impact

Release off the lease?	☐ **Yes**	☐ **No** (pipeline right-of-way is off lease)	
If yes, was the landowner notified?	☐ **Yes**	☐ **No**	**Name of landowner/agency:**
Release within disposition boundary?	☐ **Yes**	☐ **No**	
Outside disposition – was the leaseholder notified?	☐ **Yes**	☐ **No**	**Name of leaseholder:**

☐ **If outside disposition, remind duty holder that they will need a TFA.**

Actual incident H_2S concentration (if applicable): _____ **% / ppm / mol/kmol**

FIRST CALL COMMUNICATION FORM

Nearest Town:		**Distance and direction to Town:**	
Environment Affected:	☐ **Air**	☐ **Land**	☐ **Water**
Distance of release to the nearest water body, watercourse, or waterway:			
How was this distance determined?			
Wildlife/waterfowl/livestock affected:	☐ **None**	☐ **Habitat affected**	☐ **Animals injured/killed**
Notes / Description:			
Confirm how the release has been or will be contained:			
Confirm how the release has been or will be cleaned up:			

Evacuees (#):	**People injured (#):**	**Fatalities (#):**
Were members of the public affected? ☐ **Yes** ☐ **No**		
If yes, indicate if they were ☐ **Notified** ☐ **Instructed to Shelter in Place** ☐ **Advised to Evacuate**		

Impact

Notes / Description:

Media Interest?	☐ **None**	☐ **Local**	☐ **Regional**	☐ **National**
Damage to public property?	☐ **Minor / no damage**	☐ **Substantial** (home covered in oil)	☐ **Extensive** (home destroyed)	

Pipeline Specific

Hit?	☐ **Yes**	☐ **No**	**Line #**	**Test Failure?** ☐ **Yes**	☐ **No**
Normal operating pressure: _____ **kPa**				**Maximum operating pressure** _____ **kPa**	
Is the pipeline shut in, depressured, and isolated?			☐ **Yes**	☐ **No**	
If yes, date & time:					
What is the total volume of liquid in the pipeline?					
Are there isolation valves?			☐ **Yes**	☐ **No**	
If yes, have they been activated?			☐ **Yes**	☐ **No**	
Are there any other pipelines that tie into the failed line?			☐ **Yes**	☐ **No**	
If yes, have they been shut in / isolated			☐ **Yes**	☐ **No**	

☐ **Reminded the company to contact the regulator before excavating the pipeline.**

☐ **Reminded, advised, or directed the company that the pipeline would not be returned to service without the regulator's permission.**

Right-of-way (ROW)

☐ **Duty Holder has confirmed when the pipeline ROW and well were last checked.** **Date:**

How was the ROW surveillance conducted (from the air, by quad, on foot, using infrared, etc.)?

☐ **Requested daily production volumes for the well/pipeline be submitted within 24 hours.**

Investigation Information

What operations are currently taking place (containment, sampling, line locating, retaining contractors/consultants, pipeline excavation, repair, site access, EM survey, etc.)?

SASKATCHEWAN NOTIFICATION MATRIX

Saskatchewan

Notification Requirements for Key Government Agencies

		AGENCY OR RESOURCE															
		Initial Responders			Lead Agencies					Supporting Agencies & Other Government Contacts							Support Services
		Ambulance Service	Fire Department	RCMP ①	MER ②	Local Authority ③	SHA	SPSA ④	CER ⑤	OH&S ⑥	T-SASK	Ministry of Environment	WCB	Environment & Climate Change Canada	CANUTEC	ERAC	DFO	WCSS / Spill Contingency Group ⑦
INCIDENT TYPE	Sour Gas / HVP Release (Uncontrolled)		a	✓	✓	✓	✓	✓	✓*	c	✓	d	e	f				
	Chlorine Gas Release		a	✓	✓	✓	b	✓		c	✓	d	e	f	g			
	Sweet Combustible Gas Release		a	✓	✓	✓	✓	✓	✓*	c		d	e					
	Spills - Transportation Incident (Unrefined Products)**		a	✓	✓	✓	✓	✓	✓*	c		d	e	f	g		i	✓
	Spills - Rail or Trucking Incident (Refined Products)**		a	✓	✓	✓	b	✓	✓*	c		d	e	f	g	h	i	✓
	Serious Injury or Death (Including Vehicle Accidents)	✓		✓	✓	✓	✓		✓*	✓			✓					
	Missing Person			✓					✓*									
	Fire / Explosion	✓		✓	✓	✓		✓	✓*	c	✓	d	e			h		
	Pressure Vessel or Piping Incident			✓	✓	✓	✓		✓*	c	✓		e	f				
	Electrical Incident			✓	✓					c	✓		e					
	Motor Vehicle Incident (No Injuries)			✓														
	Security Incident			✓	✓				✓*	c								
	On-Site Incident Involving E2 Regulated Substance		a	✓	✓		b			c				f			i	

✓ Mandatory contact

* CER is a mandatory contact only for emergencies involving CER regulated sites and inter-provincial pipelines.

** Refer to the Classifications and Characteristics of Dangerous Goods chart in the Immediate Actions Section

a) Contact the local fire department if there is potential for secondary fires resulting from the ignition of spilled liquids or escaping gases.

b) Contact Saskatchewan Health Authority (SHA) if the incident has the potential to impact public health (eg. contaminated drinking water).

c) Contact Occupational Health & Safety when: an injury or accident results in death, an injury or accident results in death, an injury results in a worker being admitted to a hospital for more than (2) days, there is an unplanned or uncontrolled explosion, fire or flood that causes a serious injury or that has the potential to cause a serious injury, there is a collapse or upset of a craned derrick or hoist or, there is a collapse or failure of any component of a building or structure necessary for its structural integrity.

d) Contact the Ministry of Environment (Environmental and Dangerous Goods Emergencies) or the RCMP if the emergency affects a highway designated

e) Contact the Workers' Compensation Board (WCB) within 72 hours of being notified of an injury / illness that results in or will likely result in: Lost time or the need to temporarily or permanently modify work beyond the date of accident, death or permanent disability, a disabling or potentially disabling condition caused by occupational exposure or activity, the need for medical treatment beyond first aid, or medical aid expenses.

f) Environment & Climate Change Canada (ECCC) will be notified by the SME as required for incidents involving regulated substances at E2 registered facilities, incidents involving PCBs or any spills on First Nations lands, in National Parks, into river or lake systems containing fish, or onto railway right-of-way.

g) In most cases the Canadian Transport Emergency Centre (CANUTEC) will be notified by Sask Highways. CANUTEC can also provide guidance on handling procedures for toxic material releases.

h) Emergency Response Assistance Canada (ERAC) will only respond to incidents that involve the following UN numbers: 1075 (Propane, Butane, etc.) and 1010 (Butadiene), with a tank storage capacity of 450 litres or greater. Advisory assistance will be provided to incidents involving tank storage capacities less than 450 litres.

i) Contact Fisheries and Oceans Canada (DFO) to report an oil spill that occurs in or around fresh and/or marine waters.

① In the event of a fatality, request that the RCMP contact the Medical Examiner.

② MER is designated as the lead agency (single window approach) to implement the Government of Saskatchewan Emergency Response Support Plan for a Petroleum Incident.

③ Local Authorities include: cities, towns, villages, rural municipalities, northern municipalities, métis settlements, and first nations reserves.

④ Request that the Saskatchewan Public Safety Agency (SPSA) identify the affected local authorities and implement Emergency Services. The Emergency Management Field Officer may provide assistance in contacting some or all of the local authorities.

⑤ Contact the Canada Energy Regulator (via the Transportation Safety Board of Canada) for emergencies involving CER regulated sites and inter-provincial pipelines.

⑥ Occupational Health & Safety (OH&S) – See c) for further details on this agency's role.

⑦ Oil Spill Cooperatives in Saskatchewan are run by the Oil Spill Contingency Group and Western Canadian Spill Services (WCSS) (Area 1 only).

Legend:					
T-SASK – Technical Safety Authority of Saskatchewan	SPSA – Saskatchewan Public Safety Agency	MER – Ministry of Energy & Resources	SHA – Saskatchewan Health Authority	SME – Saskatchewan Ministry of Environment	CER – Canada Energy Regulator
DFO – Fisheries and Oceans Canada	ERAC – Emergency Response Assistance Canada	OHS – Occupational Health and Safety	WCB – Workers' Compensation Board	WCSS – Western Canadian Spill Services	

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Emergency Response Plan (ERP) Name	Strathcona Resources Lloydminster Conventional Emergency Response Plan	
ERP Manual	Version 1.0 of the Strathcona Resources ERP was completed in April 2024 and approved for distribution by Kris McPherson.	
Distribution and Maintenance	Strathcona Resources Ltd. 1900, 421 7 Avenue SW Calgary, AB T2P 4K9	
Administrator	Behr Integrated Solutions 750 600 6 Avenue SW Calgary, AB T2P 0S5	Phone: 403.444.6940 https://behrintegrated.com
Scheduled Revision Dates	October 2025	April 2026
Manual Revisions	1.1 – April 2025	
Current Operating Areas	**Alberta** ▪ Bellis ▪ Edgerton ▪ Ewing Lake ▪ Ferrybank ▪ Swalwell **Saskatchewan** ▪ Cactus Lake ▪ Court ▪ Druid / Tramping Lake ▪ Neilburg ▪ Plover Lake ▪ Westhazel ▪ Winter **CER** ▪ Greater Bodo Areas	

The duty holder must have an up-to-date copy of the ERP (hard copy or electronic) available at all response location(s) in its area of operations.

Disclaimer

This Emergency Response Plan has been designed to provide a series of guidelines for responding to emergency situations. This plan identifies, defines, and provides recommended actions for dealing with incidents that could impact the facility or facilities identified within the plan. This plan provides a logical and responsible approach to identifying and responding to incidents.

Verification of the information contained in this plan is the sole responsibility of the client. Behr Integrated Solutions does not accept any liability arising from the implementation or use of this plan.

This plan was prepared by:

Behr Integrated Solutions
750 600 6 Avenue SW
Calgary, AB T2P 0S5
Office: 403.444.6940

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Legislation

This Emergency Response Plan has been developed using the following legislation, regulations, directives, guidelines, and plans:

Alberta
- Alberta Energy Regulator – Directive 71 – Emergency Preparedness and Response – February 8, 2023
- Alberta Energy Regulator – Directive 56 – Energy Development Applications and Schedules – February 08, 2024
- Alberta Emergency Management Agency – Energy Resources Industry Emergency Support Plan – October 13, 2015
- Province of Alberta – Emergency Management Act – Chapter E-6.8 – September 1, 2020

Saskatchewan
- MER – Oil and Gas Conservation Regulations, 2012
- MER – Pipelines Administration and Licencing Regulations – January 20, 2020
- MER – Directive PNG 014, Incident Reporting Requirements, 2018
- MER – Directive S-01, Saskatchewan Upstream Petroleum Industry Storage Standards – June 2020
- Ministry of Environment – The Environmental Management and Protection Act, 2010 – June 1, 2015

Federal
- Canadian Association for Petroleum Producers - Shelter-In-Place Instructions – May 24, 2006
- CSA Standards – CAN/CSA-Z246-1 – Security Management for Petroleum and Natural Gas Industry Systems – February 2021
- CSA Standards – CAN/CSA-Z246-2– Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems – December 2023
- CSA Standards – CAN/CSA Z1600 – Emergency and Continuity Management Program – 2022
- Environment & Climate Change Canada – Canadian Environmental Protection Act – Environmental Emergency (E2) Regulations – Schedule 8 – February 25, 2019

Emergency Response Plan
Directive 71 Requirements

Specific ERP Requirements From Directive 71 (Sour Drilling, Completions, Service and Production Operations)			
Section		**Requirement**	**ERP Reference**
Common Requirements for Specific ERP			
5.1	1.	The duty holder must include all information in Appendix 4 in its ERP.	Levels of Emergency
5.1	2.	The duty holder must define appropriate actions, including public protection measures that would be taken for each level of emergency.	Public Protection
5.2.1	3.	The duty holder's ERP must include specific procedures for how and when notification will take place within the EPZ.	Levels of Emergency
5.2.2	4.	The duty holder must address how evacuation from and/or sheltering within the response zones will be accomplished during an incident, including how transients, such as hunters, trappers, recreational users and non resident landowners will be located and evacuated.	Public Protection
5.2.2	5.	Special procedures may be required for evacuating public facilities. If large numbers of people are involved, the duty holder must address assistance with transportation (eg. providing school buses) or changes in the normal notification procedures.	Public Protection
5.2.2	6.	The duty holder must include shelter in place instructions in its public information package and ERP.	Public Information Package
5.2.3	7.	As part of its consultation with the local authority, the duty holder must discuss how notification and evacuation will take place outside the EPZ and include a summary of that discussion in the ERP.	Public Protection, Government Involvement
5.2.4.1	8.	For sour wells, the duty holder must: ▪ Include ignition procedures (eg. ignition criteria flowchart) in its ERP, including a description of the equipment to be used in the event ignition criteria are met. ▪ Acknowledge in its ERP that ignition authority will be assigned to a duty holder representative on site.	Public Protection
5.2.5	10.	The duty holder must ensure that procedures, such as establishing and managing manned roadblocks, are identified in the ERP and are in place to restrict unauthorized entry into the response zones during a sour gas release that could potentially jeopardize public safety.	Public Protection
5.2.6	11.	The duty holder must provide details in its ERP on the intended use and procedures surrounding the activation of air quality monitoring equipment, such as stationary and mobile air quality monitoring units and personal handheld monitors.	Public Protection
5.3	12.	The duty holder must ensure that maps included in the ERP are sized to provide a clear representation of the entire mapped area and clearly identify: ▪ Surface location(s) of the operation(s) and access roads. ▪ EPZ boundary. ▪ Locations within the EPZ of residences and their reference numbers, including those residences adjacent to the EPZ or on dead end roads requiring egress through the EPZ. ▪ Provincial, local and access roadways and dead ends in the EPZ. ▪ Lakes, rivers, streams and any elevation feature that could impact emergency response in the EPZ. ▪ Urban density developments, campgrounds, recreation areas, public facilities (eg. churches, schools, hospitals) and other publicly used development within the EPZ. ▪ Trapping area, grazing lease, and range allotment boundaries and their reference numbers. ▪ Other industrial operations, including oil and gas operations. ▪ Railways and airports. ▪ Corporate boundaries (eg. hamlets, villages and towns). ▪ Municipal and AHS boundaries. ▪ A legend, scale and north directional indicator. ▪ For sour well drilling and completions plans only, potential roadblock locations.	Assets and Equipment

Specific ERP Requirements From Directive 71 (Sour Drilling, Completions, Service and Production Operations)			
Section		**Requirement**	**ERP Reference**
Common Requirements for Specific ERP			
5.4	13.	The duty holder must ensure that the ERP includes a list (including location, number and type) of the following: ▪ Communications equipment for the public safety coordinator, rovers, roadblock and air monitoring personnel, and any others who require it (the duty holder is responsible for ensuring that communications equipment is made available to key response personnel). ▪ Equipment for roadblock kits (including contents). ▪ Ignition equipment that is maintained on site. ▪ Gas monitoring equipment.	Assets and Equipment
5.6	14.	The duty holder must include in its ERP: ▪ A telephone list of key internal personnel designated to assist in emergency response. ▪ A telephone list of external emergency support services that may be required in an emergency, including, but not limited to government departments and agencies, communication services, air monitoring services, emergency services and oil spill cooperatives.	Emergency Contact Numbers
5.7	15.	As soon as a sour well site specific drilling and/or completion ERP has been approved by the AER, the duty holder must distribute copies to the government departments and agencies listed in Appendix 5 within 10 business days after approval, unless the government agency requests otherwise in writing.	Corporate Governance
5.7	18.	The duty holder must ensure that a plan distribution list is included in the ERP.	Corporate Governance
5.8	19.	The duty holder must:	
		▪ Describe its procedures in the ERP for contacting and maintaining communication with key duty holder personnel, government agencies, support services and the media.	Communications
		▪ Clearly define the responsibility to contact the AER and other responders identified in the plan in the event of an emergency. The AER recommends that a communications flowchart be included in the ERP, identifying responsibilities by role.	Levels of Emergency
		▪ Ensure that the ERP clearly describes procedures that will be implemented during an incident to contact and maintain communication with directly impacted members of the public in order to keep them informed of the situation and actions being taken, this includes plans for communicating implementation of public protection measures such as evacuation and sheltering in place for occupants within and beyond the EPZ, if applicable.	Public Protection, Communications
		▪ Describe procedures that will be used to inform and update the media and procedures in getting factual messages out to the public at large in an expeditious manner; the messages should be coordinated among all parties.	Communications
5.9	21.	The duty holder must:	
		▪ Identify roles and responsibilities of personnel required to effectively respond to the emergency.	Roles and Responsibilities
		▪ Provide the names of key personnel and responders. At a minimum, the duty holder is expected to assign the following responsibilities to personnel, if applicable: ▪ Field incident command. ▪ Public safety coordination, including evacuation and sheltering. ▪ Roadblocks and rovers. ▪ Ignition. ▪ Communication with the responders, media and public.	Emergency Contact Numbers
5.10	22.	The duty holder must:	
		▪ Describe how it will manage and coordinate a response to an emergency.	Response Structure
		▪ Address the roles and responsibilities of personnel at its onsite command post, company REOC and corporate EOC.	Roles and Responsibilities

Specific ERP Requirements From Directive 71 (Sour Drilling, Completions, Service and Production Operations)			
Section		**Requirement**	**ERP Reference**
Common Requirements for Specific ERP			
5.11	23.	As part of its notification and consultation programs, the duty holder must have a process for recording the following: ▪ Local authority and other government discussions ▪ Type of notification provided to the residents in an urban centre ▪ Attempts made to contact an individual if the duty holder was unable to make contact ▪ Consultation with the public, including unsuccessful attempts to contact or obtain the cooperation of any required persons and any outstanding issues yet to be resolved.	Assets and Equipment
5.12	24.	The duty holder must include procedures in the ERP for establishing, activating, staffing and meeting and registering evacuees at the reception centre.	Roles and Responsibilities
5.13	25.	The duty holder must include procedures in the ERP to downgrade and stand down levels of emergency.	Levels of Emergency
14.1	1.	The duty holder must have an up-to-date copy of the ERP (hard copy or electronic) at response location(s) in its area of operations.	Information Page
14.2	2.	The duty holder must use the Assessment Matrix for Classifying Incidents (Appendix 4) to classify an incident.	Levels of Emergency
14.2	3.	The duty holder must take appropriate actions, including public protection measures, for each level of emergency.	Levels of Emergency
14.2	4.	The duty holder must contact the AER immediately after it has communicated and activated internal response resources to confirm the level of emergency and convey the specifics of the incident.	Levels of Emergency
14.3.1	5.	If a sour gas release has the potential to impact beyond the lease, facility boundary or pipeline right of way, the duty holder must notify: ▪ The public in the response zones that are within the EPZ. ▪ The director of Emergency Management, if an urban centre is within the EPZ. ▪ Individuals within the EPZ that have requested early notification and wish to voluntarily evacuate ▪ The local authority and AHS.	Levels of Emergency
14.3.1	6.	The duty holder must notify the rest of the public within the EPZ as soon as notification attempts have been completed for the public in the response zones (IIZ and PAZ).	Levels of Emergency
14.3.1	7.	The duty holder must advise the public within the EPZ of appropriate public protection measures.	Levels of Emergency
14.3.3	8.	The duty holder must continuously assess and act on the need to expand the evacuation area based on the monitored levels of H_2S (Appendix 6) and as dictated by the specifics of the incident itself. In the absence of monitored readings, responders should advise residents to shelter in place.	Public Protection
14.3.6.1	9.	For sour well releases, the duty holder must: ▪ Keep the local AER Field Centre informed about the ignition situation and ignite a sour gas flow to the atmosphere in accordance with the Assessment and Ignition Criteria Flowchart (Appendix 7) unless discussions with the AER determine that ignition may be delayed. ▪ Ensure that appropriate ignition equipment is available during all operations ▪ Assign the decision making authority to ignite the release to a duty holder representative on site.	Public Protection
14.3.8.2	15.	If the duty holder is notified of a release by an alarm or by a reported odour, it must investigate the source of the release and send out air quality monitoring units upon confirmation of the release location.	Public Protection
14.4	16.	The duty holder must ensure that equipment identified in the ERP is available and located where specified in the ERP for any operation.	Assets and Equipment
14.5	18.	After contacting the AER, the duty holder must notify the local authority, RCMP/police, AHS and government agencies and support services required to assist with initial response if the hazardous release goes offsite and has the potential to impact the public or if the duty holder has contacted members of the public or the media.	Levels of Emergency

Specific ERP Requirements From Directive 71 (Sour Drilling, Completions, Service and Production Operations)			
Section		**Requirement**	**ERP Reference**
Common Requirements for Specific ERP			
14.5	19.	The duty holder must make the information listed in Appendix 8 available to the public as soon as possible during and emergency.	Communications
14.5.1	20.	Once the situation improves, the duty holder must make the decision to downgrade or stand down an emergency in consultation with the AER.	Levels of Emergency
14.5.1	21.	The duty holder must keep all affected persons and the media informed of the status of an emergency.	Communications
14.8	26.	When evacuation of residents is required, the duty holder must: ▪ Activate a reception centre located at a safe distance from the release source. ▪ Meet and register evacuees at the reception centre.	Public Protection
14.9	27.	The duty holder must provide training sessions to ensure that response personnel are competent in emergency response procedures. The duty holder is expected to provide ERP training on: ▪ The overall plan. ▪ Roles and responsibilities during an incident. ▪ Public protection measures used during an emergency. ▪ Available communication methods.	Training, Meetings and Exercises
14.11	30.	The duty holder must have a process for recording the following activities: ▪ Incident Reports ▪ Keeping ERP current ▪ Training, meetings, and exercise records ▪ Documentation of all pre-sour and/or critical sour meetings. The duty holder is expected to maintain all records for a period of three years.	Training, Meetings and Exercises
Emergency Planning and Response Zones			
3.1	1.	The duty holder must ensure that the actual size and shape of the EPZ reflect: ▪ Site specific features of the area. ▪ Information gathered during the public involvement program. ▪ Factors such as population density, topography, and access/egress routes, which may affect timely implementation of emergency response procedures in the EPZ.	Public Protection
3.2	2.	The duty holder must use ERCBH2S properly, prior to filing the ERP, to calculate the size of the EPZ for sour gas with a hydrogen sulphide (H_2S) concentration of 0.1 moles per kilomole (mol/kmol) (0.0001 mole fraction or 100 ppm) or greater.	Public Protection
3.2	3.	The duty holder must upload to the DDS system a copy of the CSV batch export file from ERCBH2S in support of the ERP application	Public Protection
12.1	1.	During any operation involving H_2S or HVP, the duty holder must ensure that onsite supervisory personnel are aware of the size of the EPZ.	Public Protection
12.2.1	2.	If safe to do so, the duty holder must attempt to evacuate residents from the IIZ.	Public Protection

Emergency Response Plan
Acknowledgement Form

I hereby acknowledge that I have received a copy of the Strathcona Resources Ltd. – Lloydminster Conventional Emergency Response Plan.

As a manual holder I understand that:

- I may receive periodic updates which I am responsible for incorporating into this Emergency Response Plan ensuring the document contains the most recently collected data.
- This manual contains confidential information and should be stored in a secure location at all times.
- I must notify Behr Integrated Solutions if this manual becomes damaged or lost.
- This manual will be returned to Behr Integrated Solutions if replaced or no longer valid.

To confirm your receipt of this manual, please complete the following information and return a signed copy of this letter by email to [redacted]

Name *(Please Print)*	Manual Number
Signature	Date

Emergency Response Plan
Document Status and Revision Form

This form is used to track any revisions made to this manual. All revisions are to be documented and provided to all manual holders.

ERP Revision Number	Distribution Date	Revised Sections
1.0	April 2024	New ERP.
1.1	April 2025	ERP renamed from Conventional Heavy to Lloydminster Conventional. All sections reviewed and updated.

Emergency Response Plan
Management of Change Request Form

Item 1. _____

Section Number: _____

Page Number: _____

Description of Change: _____

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Requested By: _____ Date: _____

Item 2. _____

Section Number: _____

Page Number: _____

Description of Change: _____

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Emergency Response Plan
Manual Distribution List

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Corporate Manuals			
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Field Manuals			
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Manual No.	Recipient	Title	Location
Field Manuals			
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External Manuals			
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Contractors			
Master	Behr Integrated Solutions	Emergency Management Consultants	750, 600 6 Avenue SW Calgary, AB T2P 0S5

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Emergency Contact Numbers

Strathcona Resources Ltd. 24 Hour Emergency Line			1.888.488.7190
Strathcona Resources must ensure that a call to its 24 hour Emergency Line initiates immediate action.			
Name	**Title**	**Business**	**Cellular**
Executive Office			
[redacted]	[redacted]		
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Corporate			
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Finance			
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Strathcona Resources Ltd. 24 Hour Emergency Line			1.888.488.7190
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Information Systems			
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Health & Safety			
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Integrity			
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Environment, Regulatory, and Closure			
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SCM			
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Strathcona Resources Ltd. 24 Hour Emergency Line			1.888.488.7190
Name	**Title**	**Business**	**Cellular**
SCR Lloydminster Conventional			
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SCR Lloydminster Conventional - Field Operations			
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Bellis, AB			
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Greater Bodo Area			
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Strathcona Resources Ltd. 24 Hour Emergency Line			1.888.488.7190
Name	**Title**	**Business**	**Cellular**
Cactus Lake, SK			
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[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
Court, SK			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
Druid / Tramping Lake, SK			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
Edgerton, AB			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		
[redacted]	[redacted]		[redacted]
Ferrybank, AB			
[redacted]	[redacted]		[redacted]
Neilburg, SK			
[redacted]	[redacted]		[redacted]
Plover Lake, SK			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]

Strathcona Resources Ltd. 24 Hour Emergency Line			1.888.488.7190
Name	**Title**	**Business**	**Cellular**
Swalwell, AB			
[redacted]	[redacted]	[redacted]	[redacted]
Westhazel, SK			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]
Winter, SK			
[redacted]	[redacted]		[redacted]
[redacted]	[redacted]		[redacted]

External Contacts – Government (Alberta)		
Agency / Department	**Function / Location**	**Contact Number**
Alberta Energy Regulator (AER)		
Energy and Environmental Emergency 24 Hour Response Line	Reporting/Regulatory	800.222.6514
Field Operations, East	Bonnyville Field Centre	780.826.5352
Field Operations, Central	Edmonton Regional Office	780.642.9310
Field Operations, West	Red Deer Field Centre	403.340.5454
Local Authority		
Athabasca County	Athabasca	780.675.2273
Beaver County	Ryley	780.663.3730
County of Minburn	Vegreville	780.632.2082
County of Stettler	Stettler	403.742.4441
County of Two Hills No. 21	Two Hills	780.657.3358
County of Vermilion River	Kitscoty	780.846.2244
Kneehill County	Three Hills	403.443.5541 866.443.5541
Lamont County	Lamont	780.895.2233
Leduc County	Nisku	780.955.3555
MD of Provost	Provost	780.753.2434
MD of Wainwright	Wainwright	780.842.4454
Ponoka County	Ponoka	403.783.3333
Red Deer County	Red Deer County	403.350.2150 [redacted]
Smoky Lake County	Smoky Lake	780.656.3730
Strathcona County	Sherwood Park	780.467.5216
Village of Big Valley	Big Valley	403.876.2269
Alberta Health Services (AHS)		
Province Wide Single Point of Contact (SPOC) Emergency Line	Environmental Public Health	24 Hour: [redacted]
AHS Central, Edmonton, & North Zones	Business Hours	833.476.4743

External Contacts – Government (Alberta)		
Agency / Department	**Function / Location**	**Contact Number**
Alberta Health Services (AHS)		
HEALTHLink Alberta	Health Advice	811
Poison and Drug Information Service (PADIS)	Poison and Drug Information	800.332.1414
Indigenous Health		
Indigenous Services Canada (Formerly Health Canada)	First Nations and Inuit Health	780.719.8782
Hospitals		
Our Lady of the Rosary Hospital	Castor	403.882.3434
Didsbury District Health Services	Didsbury	403.335.9393
Drumheller Health Centre	Drumheller	403.823.6500
Lacombe Hospital & Care Centre	Lacombe	403.782.3336
Lamont Health Care Centre	Lamont	780.895.2211
Ponoka Hospital & Care Centre	Ponoka	403.783.3341
Provost Health Centre	Provost	780.753.2291
Redwater Health Centre	Redwater	780.942.3932
Rimbey Hospital & Care Centre	Rimbey	403.843.2271
George McDougall - Smoky Lake Healthcare Centre	Smoky Lake	780.656.3034
Stettler Hospital and Care Centre	Stettler	403.742.7400
Three Hills Health Centre	Three Hills	403.443.2444
Vermilion Health Centre	Vermilion	780.853.5305
Wainwright Health Centre	Wainwright	780.842.3324
RCMP Detachments		
Beiseker RCMP	Non Emergency Complaints	403.947.3496
Boyle RCMP	Non Emergency Complaints	780.689.3622
Drumheller RCMP	Non Emergency Complaints	403.823.2630
Leduc RCMP	Non Emergency Complaints	780.980.7267
Ponoka RCMP	Non Emergency Complaints	403.783.4471

External Contacts – Government (Alberta)		
Agency / Department	**Function / Location**	**Contact Number**
RCMP Detachments		
Provost RCMP	Non Emergency Complaints	403.753.2214
Smoky Lake RCMP	Non Emergency Complaints	780.656.3691
Stettler RCMP	Non Emergency Complaints	403.742.3381
Strathcona County RCMP	Non Emergency Complaints	780.467.7741
Three Hills RCMP	Non Emergency Complaints	403.443.5538
Tofield RCMP	Non Emergency Complaints	780.662.3352
Two Hills RCMP	Non Emergency Complaints	780.657.2760
Vermilion RCMP	Non Emergency Complaints	780.853.5781
Wainwright RCMP	Non Emergency Complaints	780.842.4461
Additional Government Contacts		
Alberta Boiler Safety Association (ABSA)	Pressure Equipment Safety	780.437.9100
Alberta EDGE (Environmental and Dangerous Goods Emergencies)	Dangerous Goods Reporting	800.272.9600
Alberta Emergency Management Agency (AEMA)	PECC - Provincial Emergency Coordination Centre	866.618.2362
Alberta Environment & Protected Areas	Environmental Hotline	800.222.6514
	Information Centre	877.944.0313
Alberta Forestry & Parks	Wildfire Reporting	310.FIRE (3473)
Alberta Transportation & Economic Corridors	Athabasca District	780.675.2624
	Hanna District	403.854.5550
	Red Deer District	403.340.5166
	Stony Plain District	780.963.5711
	Vermilion District	780.853.8178
Canada Energy Regulator (CER)	Pipeline Emergencies *via Transportation Safety Board (TSB)*	819.997.7887
	All Other Emergencies	403.299.2773
Environment & Climate Change Canada (ECCC) *via Alberta Energy Regulator (AER)*	Environmental Emergency Reporting	800.222.6514

External Contacts – Government (Alberta)		
Agency / Department	**Function / Location**	**Contact Number**
Additional Government Contacts		
Fisheries and Oceans Canada (DFO)	Report Marine Pollution	800.889.8852
NAV Canada *via Flight Information Centre (FIC)*	Notice to Airmen (NOTAM)	866.WX.BRIEF 866.(992.7433) 866.541.4102
Occupational Health and Safety	Incident Reporting	866.415.8690
STARS	Air Ambulance	888.888.4567
Transport Canada	CANUTEC Toll Free	888.CAN.UTEC (888.226.8832)
	CANUTEC	613.996.6666 From Cell: *666
Transportation Safety Board (TSB)	Rail Occurrence Hotline	819.944.3741
	Pipeline Occurrence Hotline	819.997.7887
Utility Safety Partners	Click Before You Dig	800.242.3447
Workers' Compensation Board	General Inquiries	Within Alberta: 866.922.9221
Utilities		
ATCO Gas	Outside Calgary or Edmonton	Emergency: 800.511.3447
Enmax	Province Wide	310.2010
Fortis Alberta	Electrical Emergencies	310.9473
Telus	Province Wide	310.2255

External Contacts – Government (Saskatchewan)		
Agency / Department	**Function / Location**	**Contact Number**
Government of Saskatchewan		
Saskatchewan Energy and Resources (MER) Oil & Gas Incident Management & Reporting	24 Hr Emergency Support Line	844.764.3637
	ER Service Desk	855.219.9373
MER Area 1 Lloydminster Office	Office	306.825.6434
MER Area 2 Kindersley Office	Office	306.463.5400
Saskatchewan Environment	Spill Control Centre (Spill Line) 24 Hr Reporting	800.667.7525
	Inquiry Centre	800.567.4224
Saskatchewan Public Safety Agency (SPSA)	24 Hr Reporting	800.667.9660
Local Authority		
RM of Antelope Park #322	Marengo	Bus: 306.968.2922 Fax: 306.912.8922
RM of Eye Hill #382	Macklin	Bus: 306.753.2075 Fax: 306.753.2304
RM of Frenchman Butte #501	Paradise Hill	Bus: 306.344.2034 Fax: 306.344.4434
RM of Grandview #349	Kelfield	Bus: 306.932.4911 Fax: 306.932.4923
RM of Heart's Hill #352	Luseland	Bus: 306.372.4224 Fax: 306.372.4770
RM of Hillsdale #440	Neilburg	Bus: 306.823.4321 Fax: 306.823.4477
RM of Manitou Lake #442	Marsden	Bus: 306.826.5215 Fax: 306.826.5512
RM of Mariposa #350	Kerrobert	Bus: 306.834.5037 Fax: 306.834.5047
RM of Progress #351	Luseland	Bus: 306.372.4322 Fax: 306.372.4146
RM of Senlac #411	Senlac	Bus: 306.228.3339 Fax: 306.228.2264
Additional Government Contacts		
Saskatchewan Environment	Firewatch Line Report a Wildfire	800.667.9660 *(From within Sask Only)*
	Parkwatch Line	800.667.1788 *(From within Sask Only)*
	Turn in Poachers and Polluters (TIPP) line	800.667.7561
Sask Agri-Food – Lands Branch	Regina	306.787.5322

External Contacts – Government (Saskatchewan)		
Agency / Department	**Function / Location**	**Contact Number**
Additional Government Contacts		
Saskatchewan Ministry of Highways	Customer Service Centre	844.754.4929
Canada Energy Regulator (CER)	Pipeline Emergencies *via Transportation Safety Board (TSB)*	819.997.7887
	All Other Emergencies	403.299.2773
Environment & Climate Change Canada (ECCC) *via Ministry of Environment*	Environmental Emergency Reporting	800.667.7525
Fisheries and Oceans Canada (DFO)	Report Marine Pollution	800.889.8852
NAV Canada *via Flight Information Centre (FIC)*	Notice to Airmen (NOTAM)	866.WX.BRIEF 866.(992.7433) 866.541.4102
Occupational Health & Safety Division	Inquiry & Reporting Line	800.567.7233 *(From within Sask Only)*
Sask 1st Call	Call Before You Dig	866.828.4888
Transport Canada	CANUTEC Toll Free	888.CAN.UTEC (888.226.8832)
	CANUTEC	613.996.6666 From Cell: *666
Transportation Safety Board (TSB)	Rail Occurrence Hotline	819.944.3741
	Pipeline Occurrence Hotline	819.997.7887
Technical Safety Authority of Saskatchewan (TSASK)	Pressure Equipment Safety	866.530.8599
Workers' Compensation Board	Inquiry Line	800.667.7590
WYAMZ - Western Yellowhead Air Management Zone	Saskatoon	306.227.8548
Utilities		
SaskPower	In Saskatchewan	310.2220
	Out of Province	888.355.5589
SaskTel	24 Hr Technical Support	800.727.5835
SaskEnergy	24 Hr Emergency Line	888.700.0427
TransGas	24 Hr Emergency Line	306.777.9800

External Contacts – Emergency Service Providers (Saskatchewan)		
Agency / Department	**Function / Location**	**Phone Number**
Saskatchewan Health Authority		
Saskatchewan Health Authority (Former Heartland and Prairie North RHAs)	24 Hr Emergency	[redacted]
Katelyn Gateman	Provincial Manager, Health Emergency Management	306.861.7176
Saskatchewan Poison Centre	Poison and Drug Information	866.454.1212
RCMP Detachment		
Cut Knife Detachment	Cut Knife	306.398.3500
Kindersley Detachment	Kerrobert	306.834.6550
	Kindersley	306.463.4642
Turtleford Detachment	Turtleford	306.845.4520
Unity Detachment	Unity	306.228.6300
Fire Department		
Emergency		**911**
Kerrobert Fire Department	Fire Chief – [redacted]	[redacted]
Luseland Fire Department	Fire Chief – [redacted]	[redacted]
Macklin Fire Department	Fire Chief – [redacted]	[redacted]
	Deputy Fire Chief – [redacted]	[redacted]
Major Fire Department	Fire Chief – [redacted]	[redacted]
Neilburg Fire Department	[redacted]	[redacted]
Ground Ambulance		
Ground Ambulance		**911**
Air Ambulance		
Saskatchewan Air Ambulance		911
STARS (Shock Trauma Air Rescue Service)		888.888.4567

External Contacts – Emergency Service Providers (Saskatchewan)		
Agency / Department	**Function / Location**	**Phone Number**
Hospitals		
Kerrobert and District Health Center	Kerrobert	306.834.2646
Kindersley & District Health Centre	Kindersley	306.463.1000
Lloydminster Hospital	Lloydminster	306.820.6000
Riverside Health Complex	Turtleford	306.845.2195
Unity & District Health Centre	Unity	306.228.2666
Reception Centres		
Motel 6	Kerrobert	306.834.2681
Super 8 Motel	Kindersley	306.463.8218
Best Western	Lloydminster	780.875.8884
Hampton Inn by Hilton	Lloydminster	780.874.1118
Microtel Inn & Suite	Lloydminster	306.993.0877
Luseland Community Motel	Luseland	306.372.4666
Prairie Moon Inn & Suites	Macklin	306.753.3020
Armada Inn Hotel	Unity	306.228.2603
Greenhead Motel & RV Park	Unity	306.228.2672
Prairie Moon Inn & Suites	Unity	306.228.3333

External Contacts – Western Canadian Spill Services (WCSS)		
WCSS 24 Hour Emergency Line		**1.866.541.8888**
See website for more information (www.wcss.ab.ca).		
Contact	**Contact Phone**	**Location**
WCSS Coop 1		
Bry-Tan Trucking Ltd.	24 Hr: 780.875.9250 *Additional Contact:* *Mike Savoy* *Cell: 780.205.1471*	5502 63 Avenue Lloydminster, AB T9V 3T8
	Equipment: ▪ 52' OSCAR Trailer (semi-truck) ▪ Work Boats (2) (1/2-ton truck w/ 2" ball hitch) ▪ 20' Winter OSCAR Trailer (1-ton truck w/ 2-5/16" ball hitch) ▪ Drum Skimmer w/ Power Pak (1/2-ton truck) ▪ 40' Lake Boom Sea Can (winch tractor/trailer) ▪ 40' Heavy Oil Sea Can 9'6"h (winch tractor & low-boy trailer) ▪ Heavy Oil Skimmer w/ Power Pak (located in Heavy Oil Sea Can)	
Cenovus Energy	Marcus Tobin Cell: 780.573.7110	Cenovus parking lot, Junction of Hwy 55 & 41 (4006 Hwy 55) La Corey, Alberta
	Equipment: ▪ 20' ISRU Sea Can (winch tractor/trailer) ▪ 16' Wildlife Trailer (1/2-ton truck w/ 2" ball hitch)	
WCSS Coop 2		
Proactive Environmental	Kale Haupt 24 Hr: 403.203.3336 Cell: 780.514.9858 Toll Free: 877.471.3336	5535 – 56 Avenue SE Calgary, AB T2C 3X6
	Equipment: ▪ 52' OSCAR Trailer (semi-truck) ▪ 16' Wildlife Trailer (1/2-ton truck w/ 2-5/16" ball hitch) ▪ Work Boats (2) (1/2-ton truck w/ 2" ball hitch) ▪ 40' Boom Cache Sea Can (winch tractor/trailer) ▪ Hydraulic Drum Skimmer w/ Power Pak & Pump (1/2-ton truck) ▪ Boom Deflectors (2) (1/2-ton truck)	

External Contacts – Western Canadian Spill Services (WCSS)		
WCSS 24 Hour Emergency Line		**1.866.541.8888**
See website for more information (www.wcss.ab.ca).		
Contact	**Contact Phone**	**Location**
WCSS Coop 2 (continued)		
Mid-West Pumps (90) Ltd.	Adrian Schuurman 24 Hr: 403.329.0427 ext. 205 Cell: 403.795.9985 Fax: 403.327.4660	311 – 33 Street North Lethbridge, AB
	Equipment: ▪ 20' ISRU Sea Can (winch tractor/trailer) ▪ Work Boats (2) (1/2 ton truck w/ 2" ball hitch) Items below are stored in shed: (can fit in bed of 1/2 ton truck) ▪ 400' Shallow Water Boom ▪ Turner Valley Gates (5) ▪ 2500' snow fence ▪ 2500' silt fence ▪ 200 T posts ▪ 25 – 100' rolls of car lot flagging ▪ 25 rolls holographic scare tape ▪ 2 bobble head owls	
Performance Steam Ltd	Lee Borsheim 24 Hr: 403.820.0582	240 Grove Place Drumheller, Alberta T0J 0Y0
	Equipment: ▪ 24' ISRU Trailer (1-ton truck w/ 2-5/16" ball hitch & electric brakes)	
Veren Inc. (formerly Crescent Point Energy)	Todd Torrens Cell: 403.625-0805 *Additional Contact:* *Reed Suitor* *Cell: 403.601-4041*	Diamond Valley, AB 10-12-019-02 W5M **Directions:** Hwy 22 South of Diamond Valley, to Hartell Hwy 543. East on 543, 6 km. Site is on south side of Hwy.
	Equipment: ▪ 24' ISRU Trailer (1-ton truck w/ 2-5/16" ball hitch)	

External Contacts – Western Canadian Spill Services (WCSS)		
WCSS 24 Hour Emergency Line		**1.866.541.8888**
See website for more information (www.wcss.ab.ca).		
Contact	**Contact Phone**	**Location**
WCSS Coop 2 (continued)		
Pieridae Energy Ltd	Maureen Pasion Phone: 403.615.8767 Control Room: 403.627.2602 (Non.Emergency) Control Room 24 Hr: 403.627.4200 **EMERGENCY ONLY**	Pieridae Energy Waterton Gas Plant (southwest of Pincher Creek) SE 24-004-01 W5M **Directions:** From Pincher Creek, take Hwy 6 south through town and continue for 20.5 km. Turn right onto Township Rd 43A and head west for approximately 10 km. The plant is at the top of the hill.
	Equipment: ▪ 24′ ISRU Trailer (1-ton truck w/ 2-5/16″ ball hitch) **Keys for trailer are in the Control Room**	
Absolute SAFETY	Rob Drader 24 Hr: 403.362.7100 Cell: 403.362.1945	Bay #3, 600 Industrial Road Brooks, AB **Directions:** From Hwy 1 take the 542 / Cassils Rd exit into Brooks (Shell Station). Head East on Cassils Road. Turn Left (south) on 7th Street East. South on 7th Street, cross railroad tracks, turn right (west) onto Industrial Road East. First right (north) follow road past PetroCanada Cardlock. Continue to Absolute Safety building.
	Equipment: ▪ 24’ ISRU Trailer (1-ton truck w/ 2-5/16” ball hitch) ▪ 14’ Wildlife Trailer (1/2-ton truck w/ 2” ball hitch)	

External Contacts – Western Canadian Spill Services (WCSS)		
WCSS 24 Hour Emergency Line		**1.866.541.8888**
See website for more information (www.wcss.ab.ca).		
Contact	**Contact Phone**	**Location**
WCSS Coop 2 (continued)		
Journey Energy	Pat Stadicki 24 Hr: 403.548.5014 *Additional Contacts* *Dane McKinley – 403.548.1350* *Les Muhlbeier – 403.878.7889* *Cody Schlosser – 403.548.5452* *Cam Miller – 403.580.7133* *Dave Brossart – 403.581.8467* *Ritchel Cosgrove – 403.548.4529* *Craig Harkness – 403.952.9919*	15-07-013-05 W4M Journey site North of Medicine Hat, AB **Directions:** Journey Energy Site, east of Redcliff on Highway #1. Exit off Hwy 1 onto Brier Park off-ramp. Follow Box Springs Road north to 23rd Street NW. Turn right (east) onto 23rd Street. Go east to Division Avenue. Turn north on Division Avenue (gravel road) for 1 km to dead end. Turn right (east) for 1 km. Journey Energy fenced yard is on the south side of the road. Note: Locked gate; must phone for access.
	Equipment: ▪ 24' ISRU Trailer (1-ton truck w/ 2-5/16" ball hitch)	
WCSS Coop 3		
GWG Investments Inc	Danny Conn Cell: 403.391.6904 24 Hr: 403.346.7668 Fax: 403.340.3848	Garnet's Oilfield Trucking Inc 4025 Charles Street Red Deer County, AB T4S 2B3
	Equipment: ▪ 52'OSCAR Trailer (semi-truck) ▪ Work Boats (2) (1/2-ton truck w/ 2" ball hitch) ▪ 40'Lake Boom Sea Can (winch tractor/trailer) ▪ Hydraulic Drum Skimmer w/ Power Pak & Pump (1/2-ton truck)	
Challand Excavating Ltd.	Clint Challand 24 Hr: 403.845.2469 Cell: 403.845.0018 Fax: .403.845-4844	71031 Twp Rd 39-2, Rocky Mountain House, AB T4T 1B4
	Equipment: ▪ 20' ISRU Sea Can (winch tractor/trailer)	

External Contacts – Western Canadian Spill Services (WCSS)		
WCSS 24 Hour Emergency Line		**1.866.541.8888**
See website for more information (www.wcss.ab.ca).		
Contact	**Contact Phone**	**Location**
WCSS Coop 3 (continued)		
Al Saunders Contracting & Consulting Inc	Monica Lavery Phone: 587.998.3705 24 Hr: 403.638.4261 Kent Saunders Phone: 403.638.8111	NE 21-034-05 W5 – Hwy 587, 16 km north of Sundre on Range Road 53 Blue sign in front 53003-Hwy 587
	Equipment: ▪ 24' ISRU Trailer (1-ton truck w/ 2-5/16" ball hitch)	
Bromby Welding	Gary Bromby Phone: 780.888.0005 Cell: 780.888.1095	Bromby Welding (Hardisty) **Directions:** Hwy #13 and Rge RD 100A turn south travel 600 meters on Rge RD 100A turn left (east) into the yard
	Equipment: ▪ 20' ISRU Sea Can (winch tractor/trailer)	
WCSS Coop 4		
JVC Group	24 Hr: 780.455.0776 David King: 780.514.0092 Rob Ferretti: 780.237.6682	10499 David Road NW Acheson, AB T7X 6A4 **Directions:** Transport – Contact JVC
	Equipment: ▪ Air Boats (3) (1-ton truck w/ 2-5/16" ball hitch) ▪ Work Boats (7) (1/2-ton truck w/ 2" ball hitch) ▪ Twin-engine Barge with Bow Skimmer (1-ton truck w/ 2-5/16" ball hitch and electric brakes) ▪ Tow Vessel (1/2 ton truck w/ 2" ball hitch) ▪ 52'OSCAR Sea Can (winch tractor/trailer loaded sea can weighs 14,500 kg) ▪ 20'ISRU Sea Can (winch tractor/trailer) ▪ 40'Boom Cache Sea Can (3000' river boom) (winch tractor/trailer) ▪ 45'Boom Cache Trailer (1000' river boom) (semi-tractor) ▪ 16'Winter OSCAR Trailer (3/4 ton truck w/ 2-5/16" ball hitch) ▪ 14'Wildlife Trailer (1/2-ton truck w/ 2" ball hitch) ▪ Inflatable Lake Boom Reel Trailer (1-ton truck w/ 2-5/16" ball hitch and electric brakes) ▪ Shallow Water Boom (400') (1/2-ton truck) ▪ Boom Vane (Shallow Draft)(2) (1/2-ton truck) ▪ Boom Deflectors (8) (1/2-ton truck) ▪ Drum Skimmer w/ power pack (7) (1/2-ton truck) ▪ Circus Skimmer & Power Pak (1/2-ton truck w/ deck) ▪ 20' Decontamination Unit Sea Can (winch tractor/trailer)	

External Contacts – Western Canadian Spill Services (WCSS)

WCSS 24 Hour Emergency Line **1.866.541.8888**

See website for more information (www.wcss.ab.ca).

Contact	Contact Phone	Location
WCSS Coop 4 (continued)		
Calvin Hlushak	Phone: 780.621.6301	Hell Hounds Hauling Bay 27, 5616 – 58 Avenue, Drayton Valley, AB
	Equipment: ▪ 20' ISRU Sea Can (9'6" high - winch tractor/low-boy trailer)	
Formula Powell	Sean Smith 24 Hr: 780.712.6110, press 3 for dispatch Cell: 780.712-3564	01-13-053-18 W5M, 53206 RR 180 Yellowhead County Edson, AB **Directions:** Go 1.5 km West of Edson on Highway 16. Turn North on Range Road 180 (Rodeo Road). Yard is on left hand side of road.
	Equipment: ▪ 20'ISRU Sea Can (winch tractor/trailer)	
Mega C	Carl Lehman: 780.778.1781 Pat Lehman: 780.778.0633 Terry Sekulich: 780.779.7046	Mega C yard Rural address: 5920 – 11A Rge Rd 114B LSD – SE-17-059-11 W5M Whitecourt, Alberta **Directions:** From Whitecourt, south East on Hwy 43, 4 km. Turn right on Westridge Road, immediate right on Antler Road, 500 yards down on the right. Not gated, good access year round.
	Equipment: ▪ 20'ISRU Sea Can (winch tractor/trailer)	

External Contacts – Oil Spill Contingency Group

See website for more information (www.saskoilspill.com).

Area II Saskatchewan		
Area II Environmental Response Unit	24 Hr: 306.460.5102 Admin Phone: 306.460.8340	R360 Environmental Solutions Facility 16-16-30-23 W3M 11KM North of Kindersley, SK. on Highway 21
	Equipment: For a full list of Equipment please see: https://www.areatwospill.com/equipment/trailer-inventories/	

External Contacts – Industry Support

The following contact information / companies are listed for convenience only.

Contact	Location	Contact Number
Industry Support		
Clean Harbors	Central Dispatch	800.645.8265
Firemaster Oilfield Services	Province Wide	403.342.7500
Denmax Energy Services	Wainwright	780.842.3661
Dolphin Oilfield Services	Macklin	306.753.7225 306.753.2311
Safety Boss	Central Dispatch	800.882.4967
Al's Truck Service	Chauvin / Macklin	888.858.2213
Air Quality Monitoring		
United Safety	Central Dispatch	800.432.1809
Safety First	Hardisty	780.888.3926
Aviation Support		
Canadian Helicopters Ltd.	Western Canada	780.429.6900
Delta Helicopters	Province Wide	800.665.3564
Heli Source Ltd	Regina	855.876.5716
Taiga Helicopters	Province Wide	877.242.4211
Crisis Management Services		
Homewood Health	Calgary	800.663.1142
Industry Fire Fighting / Well Control		
Firemaster Oilfield Services	Province Wide	403.342.7500
HSE Integrated	Province Wide	888.346.8260
Safety Boss	Province Wide	800.882.4967
Halliburton – Boots & Coots	Province Wide	1.800.BLOWOUT (1.800.256.9688)
ERP Contractors		
Behr Integrated Solutions	ERP Consultant	403.444.6940

External Contacts – Industry Support		
The following contact information / companies are listed for convenience only.		
Contact	**Location**	**Contact Number**
Railways		
Canadian Pacific Kansas City Railway (CPKC)	Province Wide	Rail Emergencies: 800.716.9132
Canadian National (CN)	Province Wide	CN Police Emergency: 800.465.9239
Reception Centre Support		
Canadian Red Cross	Emergency & Disaster Services	888.800.6493
Safety Services and Equipment Providers		
Safety First	Hardisty	780.888.3926
United Safety	Province Wide	800.432.1809
Contact information specific to each Operating Area is located in the Assets & Equipment Section.		

1.0 Immediate Actions

This section provides a brief description of response specific procedures to ensure all responders have an understanding of response activities.

1.1 Incident Response Quick Guide

- Evacuate and / or isolate the hazard area.
- Sound the alarm.
- Call for assistance, as needed.
  - Backup personnel.
  - Emergency Services.
  - Response specialists.
- Notify immediate Supervisor, provide all known information.
  - What happened.
  - Any known injuries.
  - Additional hazards.
- Assess the situation and identify additional hazards.
  - Unplanned ignition.
  - Dangerous levels of toxins.
- Develop an Incident Action Plan.
- Expand the isolated area, as needed.
- Ensure personal safety. Don appropriate PPE.
- Account for all personnel on-site.
  - If safe to do so, conduct search and rescue procedures for anyone missing.
  - Establish personnel accountability system for on-site responders.
- If safe to do so, determine how to respond to any persons injured or trapped.
  - Rescue and evacuate the injured to a safe location.
  - Provide first aid or medical treatment to the injured.
  - If safe to do so, begin control and containment actions.
- Shutdown or modify operations.
  - Isolate and depressurize equipment.
  - Contain spilled / leaking product.
  - Ignite the release.
- Initiate public protection measures in the hazard area, as required.
  - Shelter in Place.
  - Evacuation.
  - Isolation.
  - Air monitoring.
- Ensure required regulatory agencies are notified and confirm the Level of Emergency.
- Ensure all local authorities, health authorities, and other responding agencies are notified, as required.

- If required, request a Fire Hazard Order, Closure Order, or NOTAM from the regulatory agency.
- Re-evaluate the Action Plan and identify additional strategies and objectives.

Refer to the Response Action Plans section in the appropriate Emergency Response Plan (ERP) for incident specific response guidelines.

1.2 Understanding the Situation

The overarching priority of any emergency response is to manage the **People** aspects first, then the impact on the **Environment**, followed by protecting further company **Assets** within the vicinity of the event and protecting **Reputation** which would be based on potential social and financial impacts during the event.

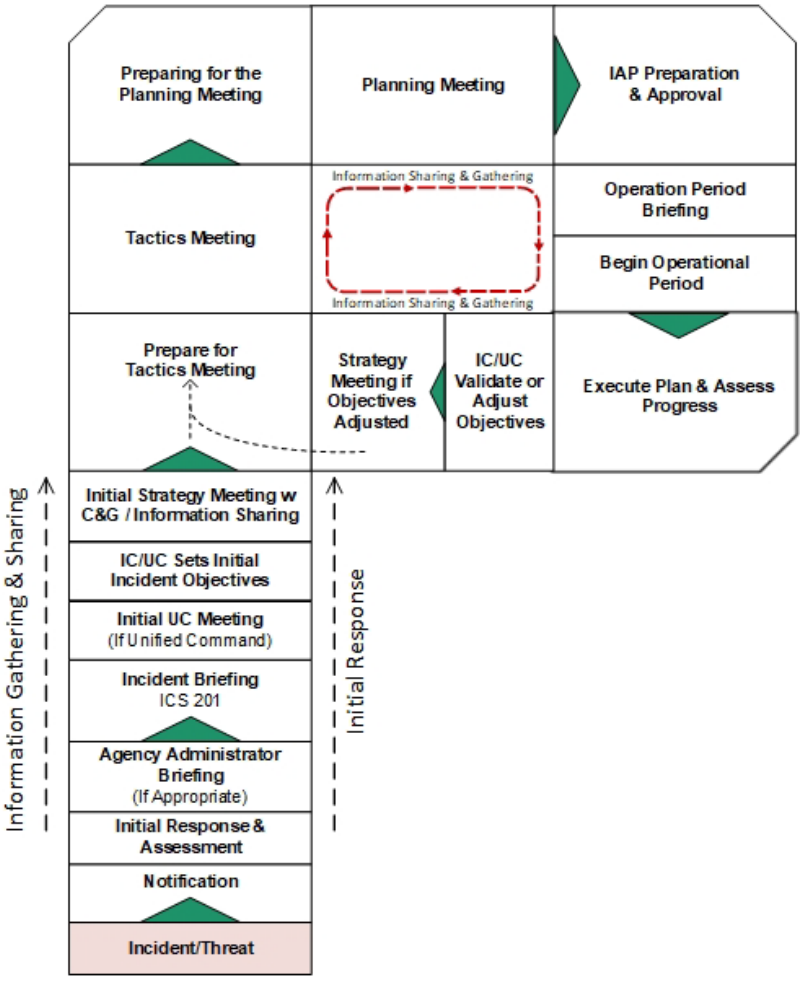
The Incident Command Post (ICP) and the Corporate Emergency Operations Centre (CEOC), as directed by the Incident Commander will assess the situation using the following steps.

Capture information relating to:
- Incident history and responses already taken.
- Current response actions.
- Response organizations that are activated.

1.3 PEAR Response Priorities and Objectives

P	People	Preserve safety of human life, consider the safety of all people in the immediate area including your own.
		Minimize impact of the incident on all personnel and local communities.
		Ensure the safety and welfare of all responders.
		Confirm status of employees and contractors.
		Contact incident site to clarify field and headquarters responsibilities.
E	Environment	Minimize adverse effects to the environment and property.
		Conduct situation assessment of the incident.
		Protect lives and the well-being of those people impacted by the environmental hazard.
		Establish communications with the incident site response team(s).
		Ensure the dispatch of appropriate equipment / personnel to control the environmental hazard.
		Appoint technical and specialist assistance to eliminate / control environmental impacts.
		Continually monitor control and containment.
		Ensure compliance tracking for emissions levels, limits, or permit exceedances.
		Develop IAP in coordination with response team and agency / authority.
A	Assets	Protect Company's assets, stabilize the situation to prevent the event from worsening.
		Determine potential impacts on other Company infrastructure.
		Minimize impact of incident on Company assets and quickly restore normal business operations.
		Evaluate and minimize impact on other Company assets.
		Provide requested technical and legal assistance.
		Assist in asset restoration and business recovery.
		Protect the operational integrity of Company asset base.
		Provide requested financial support.
		Establish communications with incident site response team(s).
R	Reputation	Minimize reputational and business impacts and maintain effective internal and external communications.
		Determine lead position on assumption of incident responsibility.
		Protect Company reputation.
		Mitigate adverse publicity surrounding the incident to reduce impact to Company image.
		Coordinate government interface.
		Develop and implement communications plan.
		Defend the reputation of our company with key external audiences.
		Coordinate high level Company Management communications.
		Coordinate discovery and litigation preparation.
		Coordinate performance of incident investigation and reporting.
		Establish key liaisons (e.g. media, investor relations).
		Monitor all type social media reporting on the emergency event (i.e. News agencies, social media, etc.

1.4 Planning 'P' Process



Strathcona response teams utilize the Incident Command System (ICS) incident planning process, also referred to as the Planning 'P' process.

The Incident Action Plan (IAP) provides formal documentation of incident and operational period objectives and associated strategies outlined during the planning process.

The following guidance is provided in relation to the Planning 'P' process, and should be utilized when:

- Establishing incident objectives.
- Developing, preparing and disseminating the incident action plan.
- Executing, evaluating and reviewing the incident action plan.

For simple incidents of short duration, the Incident Action Plan (IAP) will be developed by the Incident Commander and communicated to subordinates in a verbal briefing. The planning associated with this level of complexity does not demand the formal planning meeting process as noted on the next page.

PLANNING 'P' GUIDANCE		
ESTABLISH INCIDENT OBJECTIVES		
What	**Who**	**When**
Determine the Operational Period, which is the amount of time for which the group is planning. Operational Periods typically range 2 to 24 hours.	Incident Commander	Prior to Objectives Meeting
Determine the Objectives for the incident and have them universally agreed upon and communicated between activated command posts.	Incident Commander Section Chiefs	Objectives Meeting
Identify safety hazards and immediate safety actions to be taken to protect against the hazards. The purpose of this meeting is to gather input or to provide immediate direction that cannot wait until the planning process is completed. This meeting occurs as needed and should be as brief as possible.	Incident Commander General Staff	Command & General Staff Meeting
Document the Objectives from the Incident Commander and a General Safety Message / Plan from the Site Safety Officer.	Planning Section Chief	
DEVELOP THE INCIDENT ACTION PLAN		
Discuss how the Objectives will be accomplished. Strategies are the general plan or direction selected to accomplish Objectives for individual Sections. Tactics are the short-term specific actions taken to complete or satisfy the Objectives.	Operations Section Chief Planning Chief Safety Officer Logistics Section Chief Finance Section Chief	Tactics Meeting
Discuss what resources will be needed to accomplish the Objectives.	Operations Section Chief Logistics Section Chief Finance Section Chief	
Document resource requests.	Logistics Section Chief	
Coordinate obtaining resources and appropriate financial tracking.	Operations Section Chief Logistics Section Chief Finance Section Chief	
Ensure all Objectives have been assigned to someone for action.	Incident Commander	
Record assignments against Objectives.	Planning Section Chief	
PREPARE & DISSEMINATE INCIDENT ACTION PLAN (IAP)		
Compile the Incident Action Plan.	Planning Section Chief Incident Commander General Staff	Planning Meeting
Approve the Incident Action Plan.	Incident Commander	
Distribute the Incident Action Plan to all Incident Command Post members.	Planning Section Chief	
Distribute the Incident Action Plan to CEOC Director / CEOC.	Operations Section Chief	
Distribute the Incident Action Plan to external response organizations.	Site Liaison Officer	
EXECUTE, EVALUATE, REVIEW		
Execute the Incident Action Plan, including evaluating the need for changes.	All	Operations Briefing
Make corrective actions as needed through consultation with the Incident Commander and other Section Chiefs.	All	
As the first (or current) Operational Period is concluding, the Incident Action Plan process begins again.	All	New Operational Period

1.5 Response Actions

This section provides a brief description of response specific procedures to ensure all responders have an understanding of response activities.

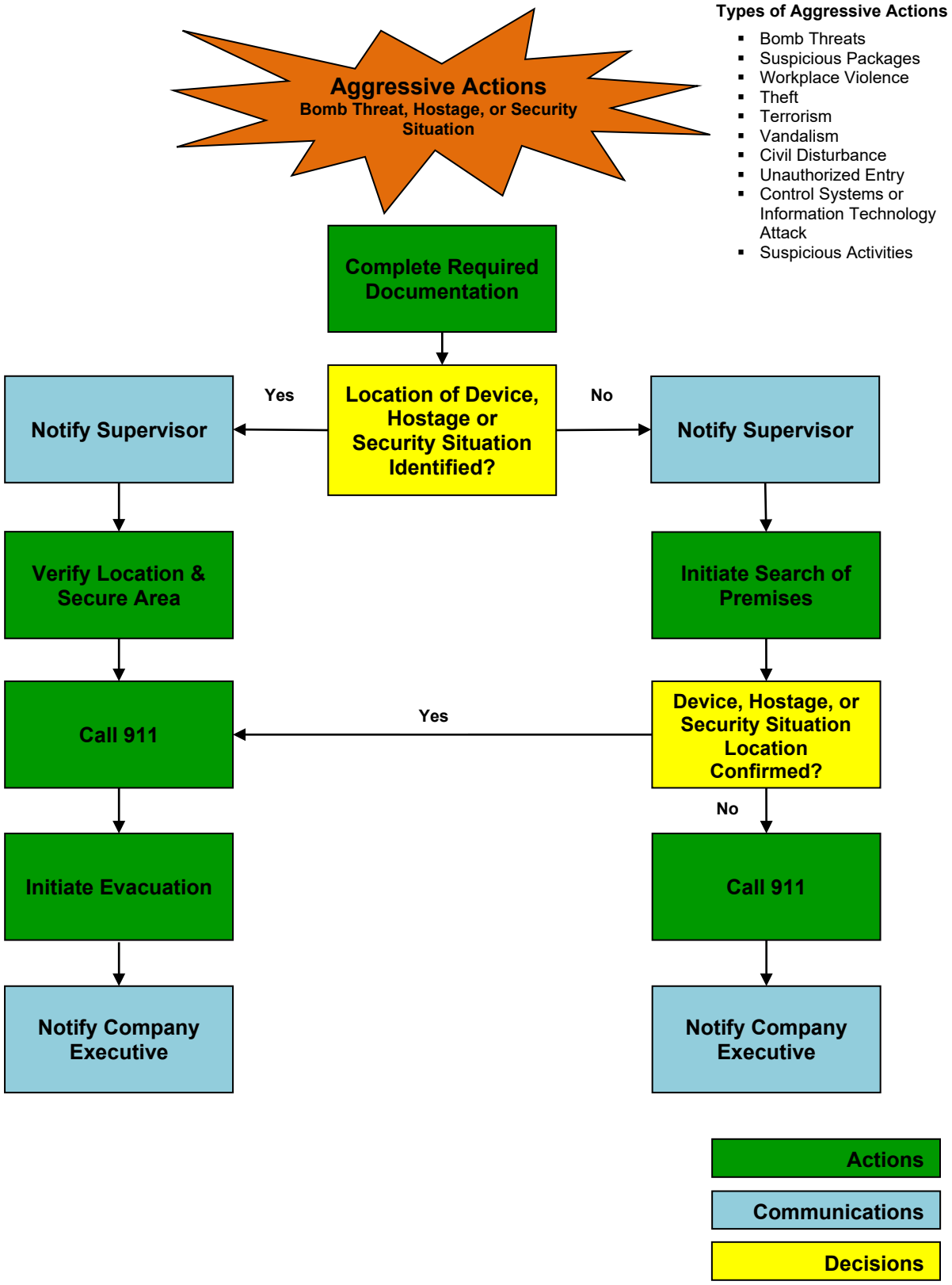
Regular hazard assessments have determined that the incidents listed below are the most common occurrences requiring an ERP activation.

Strathcona Resources employees and contractors should conduct a thorough hazard assessment and size up before responding to any incidents as per Strathcona Resources Standard Operating Procedures.

Response steps outlined in this section are guidelines and may not meet the specific needs for all response situations. Depending on the scope of emergency more than one response specific procedure may need to be utilized.

Response Action	Page Number
Aggressive Actions – Including Bomb Threat, Hostage, or Security Situation	7
Building / Structural Emergencies	9
Dangerous Goods Incident	11
Facility Fire / Explosion	14
Leaks / Ruptures and Well Control	17
Man Down, Rescue and Medical Situation	21
Natural Disasters	23
Odour Complaint	25
Spills	27
Vehicle Incident	30
Wildfire	32

1.6 Aggressive Actions - Bomb Threat, Hostage, or Security Situation



1.6 Aggressive Actions – including a Bomb Threat, Hostage or Security Situation

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- If a threat is received over the phone, log the conversation. Make note of the caller's demeanor, accent and / or instructions.
- Contact emergency services, as needed. (911, where available)
- Initiate a search for the device and confirm the location **or** confirm the location of the hostage situation.
- Update emergency services. (911, where available)
- Contact immediate supervisor and provide all available information.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Account for personnel on site.
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate government agencies, when required.
- Notify next of kin in consultation with the RCMP, if required.

LIAISON OFFICER:
- Maintain contact with required government agencies, including the RCMP.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures on site to minimize impact.
- Assist emergency services as required.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

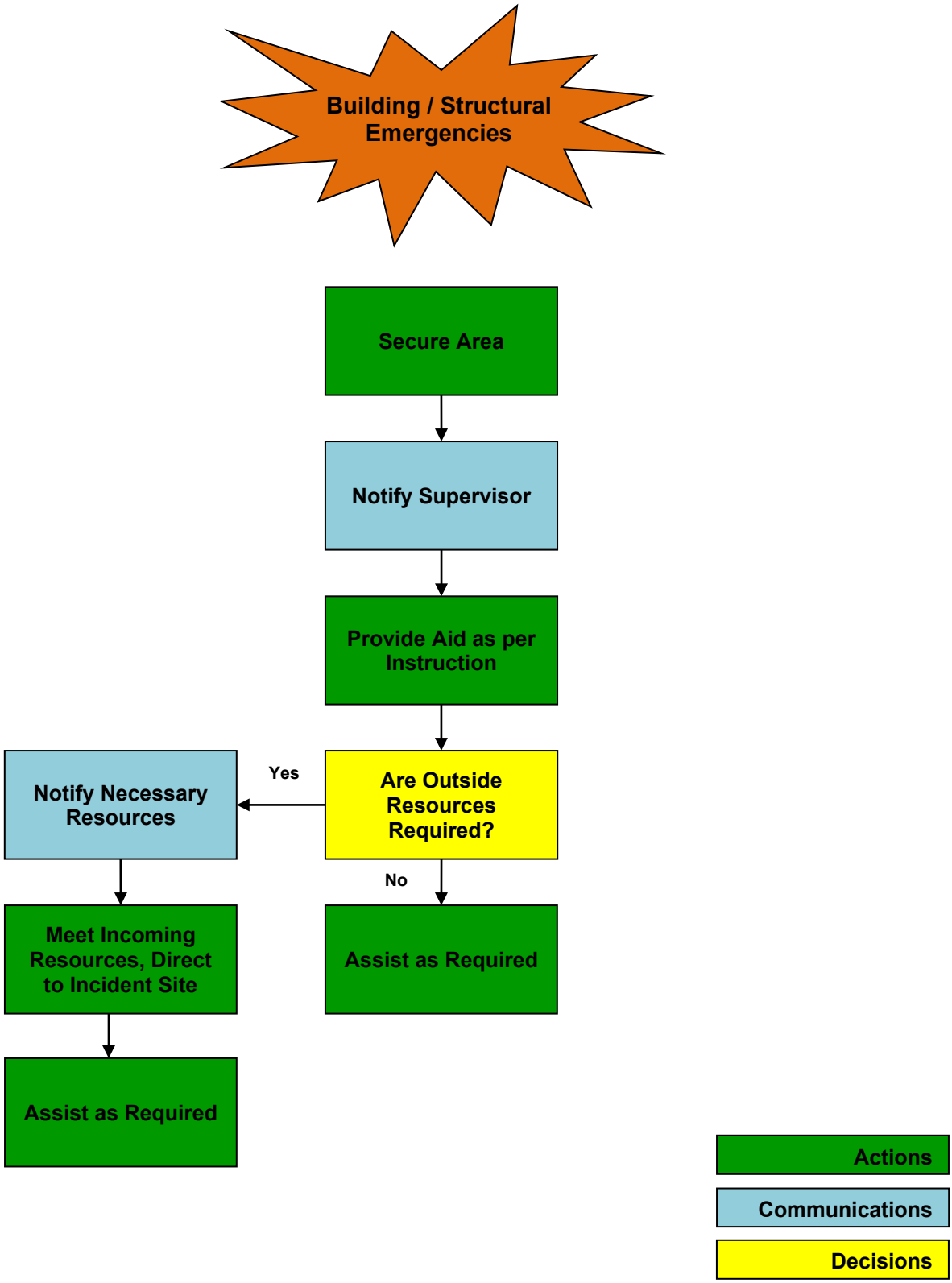
ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area, if required.

ROADBLOCK UNIT LEADER:
- Secure the scene.
- Ensure evidence is documented and secured for investigation.
- Meet incoming investigative crews at the main entrance and direct them to the scene.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

NOTE: If this is a SECURITY SITUATION, refer to the SECURITY MANAGEMENT STANDARD and BUSINESS CONTINUITY PLANS for further instructions.

1.7 Building / Structural Emergencies



1.7 Building / Structural Emergencies

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine need for backup or outside resources.
- Contact emergency services as needed. (911, where available)
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Contact immediate supervisor giving an initial assessment including location, area potentially affected and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for personnel on site.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures on site to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

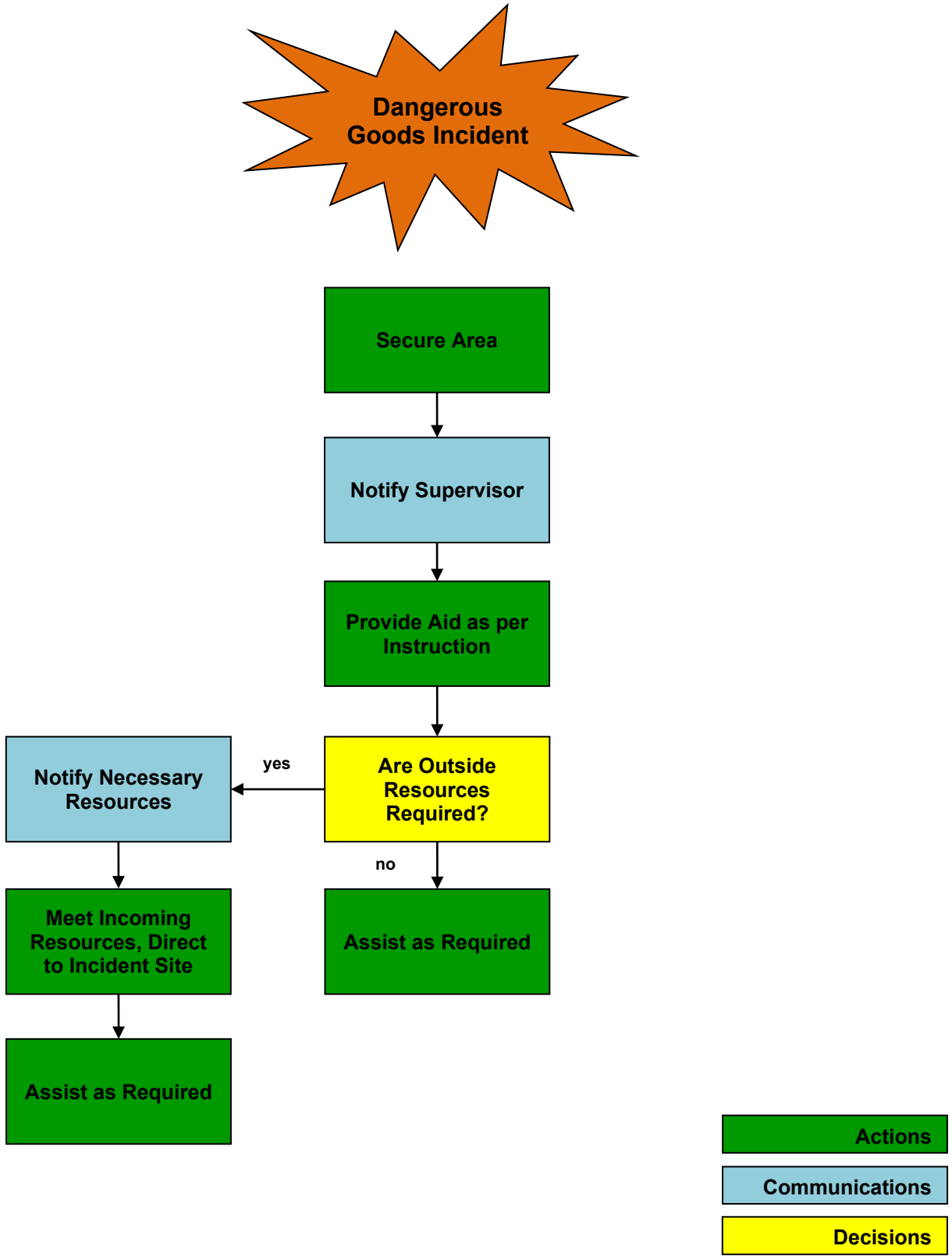
ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area, if required.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.
- Carry out necessary activities to protect the incident site, such as container stabilization or product transferring.

ROADBLOCK UNIT LEADER:
- Establish and maintain a secure incident scene. Ensure evidence is documented and secured for investigation.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

1.8 Dangerous Goods Incident



1.8 Dangerous Goods Incident

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more qualified individual.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine the Level of Emergency, notify the appropriate authorities (AER / MER, AB Environment & Protected Areas / SK Ministry of Environment and AB Transportation / SK Ministry of Highways), if required.
- Determine need for backup or outside resources.
- Contact emergency services, as needed. (911, where available)
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Contact immediate supervisor giving an initial assessment including location, area potentially affected and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for personnel on site.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures on site to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.
- Eliminate all sources of ignition.
- Obtain SDS sheets, as needed.
- Isolate the leak, prevent entry into waterways and sewers.
- Assess the damages, including damages to containers, vehicles and structures as a result of the incident.
- Carry out activities to reduce or stop leaks such as container stabilization, dyking, storing, transferring and / or disposal.
- Notify the Site Control Group Supervisor if waste disposal services are required.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

AIR MONITORING UNIT LEADER:
- Monitor the hazard area for the presence of H_2S / SO_2 or LEL readings.

ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area, if required.

ROADBLOCK UNIT LEADER:
- Assign members to meet incoming emergency services at the site entrance and escort them to the scene.
- Establish and maintain a secure incident scene. Ensure evidence is documented and secured for investigation.

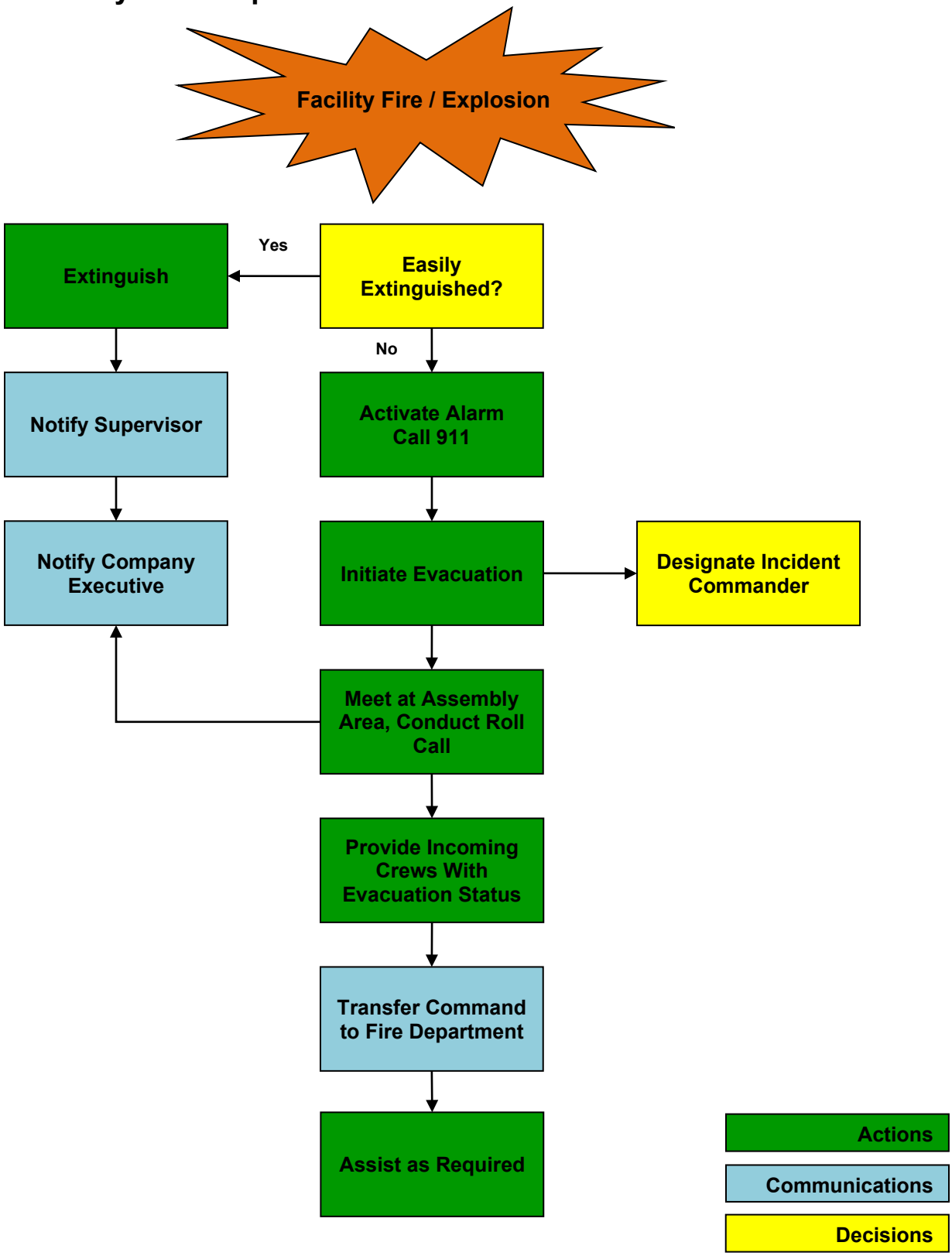
RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

CLASSIFICATION AND CHARACTERISTICS OF DANGEROUS GOODS

Any spill or release that goes off-lease that has caused, is causing, or may cause an adverse effect, must immediately be reported to CANUTEC – 1.888.226.8832 AND Alberta EDGE – 1.800.272.9600 or SK Environment Spill Control Centre – 1.800.667.7525

Class	Division	Characteristics of Dangerous Goods	Quantity	Packing Group
1 Explosives (Sections 2.9 – 2.12)	1.1	A substance or article with a mass explosion hazard	Any quantity	II – Hazardous Substances
	1.2	A substance or article with a projection hazard but not a mass explosion hazard		
	1.3	A Substance or article which has a fire hazard and either a minor blast hazard or a minor projection hazard or both, but does not have a mass explosion hazard		
	1.4	A substance or article which presents no significant hazard beyond the package in the event of ignition or initiation during transport		
	1.5	A very insensitive substance with a mass explosion hazard		
	1.6	Extremely insensitive article with no mass explosion hazard		
2 Gases (Sections 2.13 – 2.17)	2.1	A flammable gas which is easily ignited and burns	Any quantity	Not Applicable
	2.2	A non-flammable, non-toxic, non-corrosive gas		
	2.3	A toxic gas		
3 Flammable Liquids (Sections 2.18 – 2.19)	*	A flammable liquid with a closed-cup flash point less than or equal to 60.0°C	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
4 Flammable Solids (Sections 2.20 – 2.22)	4.1	A flammable solid which is readily combustible and may cause fire through friction or from heat retained from manufacturing	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	4.2	A spontaneously combustible substance that ignites when exposed to air		
	4.3	A water-reactive substance which emits flammable gas when it comes into contact with water		
5 Oxidizing Substances, Organic Peroxides (Sections 2.23 – 2.25)	5.1	An oxidizing substance which may yield oxygen and contribute to the combustion of other material	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	5.2	An organic peroxide which releases oxygen readily and may be liable to explosive decomposition, or sensitive to heat, shock or friction		
6 Toxic and Infectious Substances (Sections 2.26 – 2.36)	6.1	A toxic substance that is liable to cause harm to human health	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	6.2	An infectious substance	Any quantity	A or B
7 Radioactive Materials (Sections 2.37 – 2.39)	None	Radioactive materials as defined in the Packaging and Transport of Nuclear Substance Regulations	A level of ionizing radiation greater than the level established in section 39 of the "Packaging and Transport of Nuclear Substance Regulations 2015"	Not Applicable
8 Corrosive Substances (Sections 2.40 – 2.42)	None	Solids or liquids such as acids or alkalis materials that cause destruction of the skin or corrode metals	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
9 Miscellaneous Products, Substances or Organisms (Sections 2.43 – 2.45)	None	A regulated substance that cannot be assigned to any other class. It includes genetically modified micro-organisms, marine pollutants and substances transported at elevated temperatures	30 L or 30 kg	II – Hazardous Substances or III – Moderately Hazardous Substances, or without packing group

1.9 Facility Fire / Explosion



1.9 Facility Fire / Explosion

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine the Level of Emergency. Notify the AER / MER and appropriate agencies, if required.
- Determine need for backup or outside resources.
- Contact emergency services as needed. (911, where available)
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Contact immediate supervisor giving an initial assessment including location, area potentially affected and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for personnel on site.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- **Request or administer first aid as necessary.**

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Ensure backup is present or en route before attempting to contain or control the fire.
- Implement control procedures to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

AIR MONITORING UNIT LEADER:
- Monitor the hazard area for the presence of H_2S / SO_2 or LEL readings.

ROVER / EVAC UNIT LEADERS:
- Evacuate personnel from hazard area.

ROADBLOCK UNIT LEADER:
- Establish and maintain a secure incident scene. Ensure evidence is documented and secured for investigation.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

Boiling Liquid Expanding Vapour Explosion (BLEVE)
BLEVE is a process whereby the flammable liquid in a vessel is heated through an outside source. The added heat causes the liquid to vaporize and the pressure to rise in the vessel. When the pressure reaches the release pressure of the vessel's pressure safety valve (PSV) the valve will lift and return the pressure in the tank to a safe level and then close. If the external heated source cannot be eliminated, this process will continue. When the liquid level in the tank drops below the level of the flame impingement, the vessel will begin to weaken and will eventually result in a catastrophic failure or BLEVE.

Tank Fires
When an LPG tank is involved in fire, there are important conditions which must be considered.

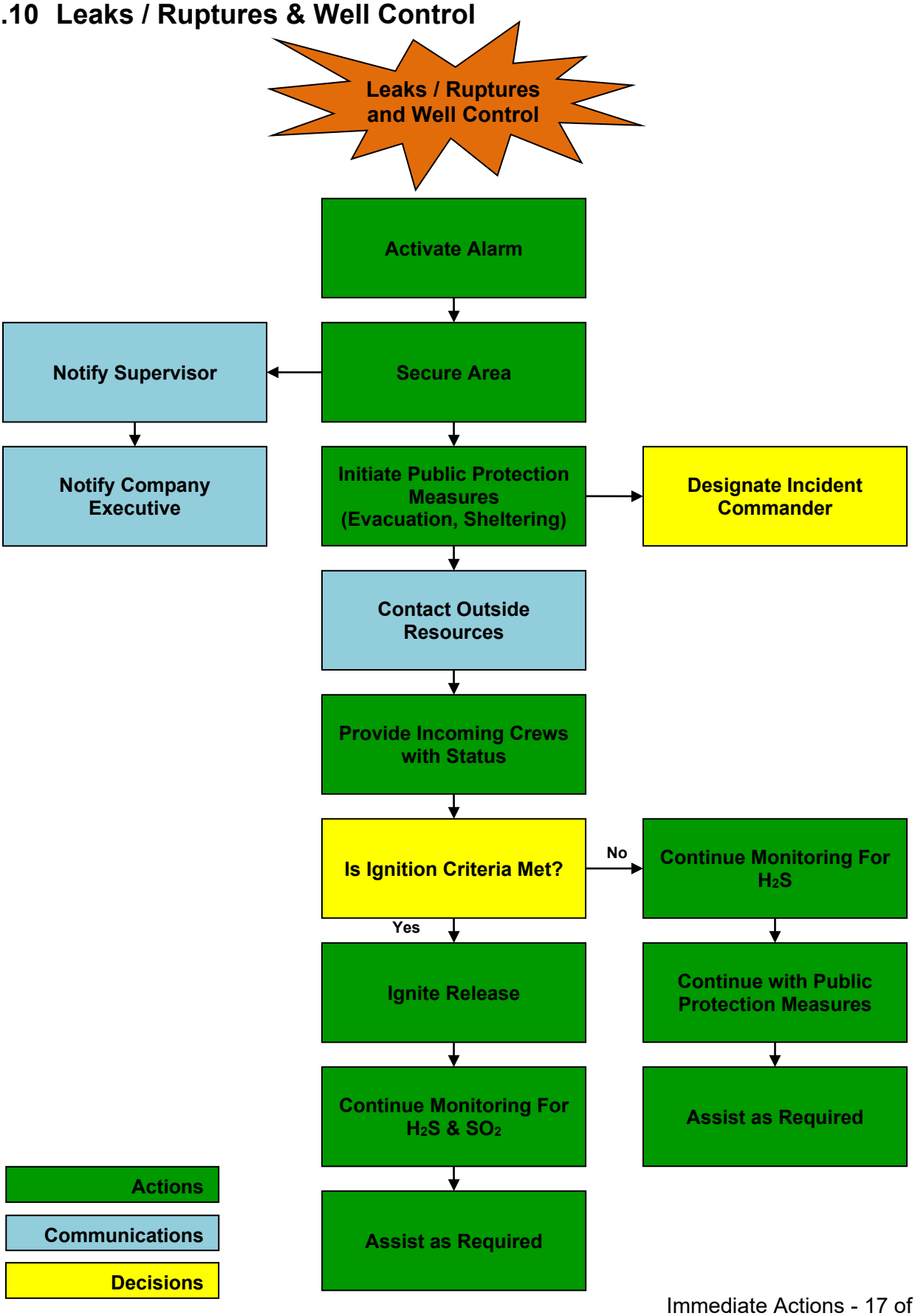
- Do the flames contact the tank shell itself? If not, there is no immediate risk of fire at the tank. Generally, radiant heat alone will not overheat the shell of the tank.
- Fight fire from the maximum distance possible or use unmanned hose holders or monitor nozzles.
- If the flames actually contact or impinge on the tank shell itself, determine the liquid level in the tank from the frost line. If the flames impinge below the liquid level, there will be a pressure build-up of vapours and the relief valve will operate with possible ignition. It will be necessary to cool the tank shell above the liquid level to reduce internal pressure and reset the valve. Also cool the tank at the point of flame impingement to reduce the possibility of tank shell failure.
- Cool container by flooding them with large quantities of water until well after fire is out.
- If the flames heat the shell above the liquid level in the tank a serious condition can develop quickly.
- Flames impinging above the liquid level will cause the shell to overheat and bulge.
- Do not direct water at the source of the leak or at safety devices, icing may occur.

Note: Leave the area immediately if you hear a rising sound from the venting safety devices or see discoloration of the tank.

Water Application

- The ideal method of applying water is to fan a long solid stream on top of the surface of the tank from the opposite side while staying at a safe distance. It is highly important that the streams of water are applied back and forth on the entire top surface of the vessel to gain uniform cooling.
- Begin cooling as early as possible and fan straight streams of water back and forth over the tank.
- Approach the tank from the sides and not the ends. Be aware that when a BLEVE occurs, sections of the tank can fly in any direction.

1.10 Leaks / Ruptures & Well Control



1.10 Leaks / Ruptures and Well Control

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine the Level of Emergency. Notify the AER / MER and appropriate agencies, if required.
- Determine need for backup or outside resources.
- Contact emergency services, as needed. (911, where available)
- Sound the evacuation alarm and begin evacuation procedures up wind of the hazard, if required
- Contact immediate supervisor giving an initial assessment including location, area potentially affected and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for personnel on site.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures on site to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

AIR MONITORING UNIT LEADER:
- Monitor the hazard area for the presence of H_2S / SO_2 or LEL readings.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.
- Eliminate all sources of ignition.
- Obtain SDS sheets, as needed.
- If gasses are involved, prevent the spreading of vapours through sewers and confined areas. Isolate area until gas has dispersed.
- If liquids are involved, prevent entry into waterways and sewers.
- For pipeline leaks, isolate the leak and dissipate the pressure, consider all possibilities of trapped pressure.
- Carry out activities to reduce or stop leaks such as container stabilization, dyking, storing, transferring and / or disposal.
- Notify the Site Control Group Supervisor if waste disposal services are required.

ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area, if required.

ROADBLOCK UNIT LEADER:
- Establish roadblocks to prevent any unauthorized personnel from entering the incident site.
- Ensure evidence is documented and secured for investigation.

IGNITION UNIT LEADER:
- If H_2S is involved and ignition criteria have been met, don appropriate PPE and begin ignition procedures.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

Characteristics and Dangers of H_2S

- Found in decaying organic matter, natural oil and gas, silos and sewers.
- Found at gas temperatures above -60°C.
- Flammable – burns to form SO_2.
- Odour of rotten eggs at low concentrations – kills all sense of smell at higher concentrations.
- Will tend to disperse more slowly in sheltered or calm low lying areas.
- Extremely toxic.
- At lower concentrations (20-50 ppm) irritates mucous membranes (eyes, throat, lungs), causes headaches, dizziness, nausea, may cause pulmonary edema (fluid in the lungs) upon prolonged exposure.
- High concentrations (500-1000 ppm) may cause paralysis of the respiratory centre in the brain – breathing stops.
- This gas is dangerous because it kills the sense of smell very quickly.

Hydrogen Sulphide (H_2S) Toxicity Table

Hydrogen sulphide is a colourless, flammable, toxic gas. It affects people differently depending on concentration and length of exposure. Concentrations of H_2S are generally measured in parts per million (ppm), one part per million means one part of gas in one million parts of air. At very low concentrations, it has an offensive odour, (similar to rotten eggs) however, it is undetectable by odour at higher concentrations. A person can be exposed to H_2S concentrations of up to 10 ppm for up to 8 hours without breathing apparatus as per government exposure limits.

Hydrogen Sulphide (H_2S) Toxicity Table	
Concentration (ppm)	**Effects**
0.2 - 0.3	Detectable by odour.
1	May cause stress or health symptoms in sensitive individuals.
10	8-hour occupational exposure limit.
Over 10 ppm, protective equipment is necessary	
15	15-minute occupational exposure limit.
100	Deadens sense of smell in 3 to 15 minutes, may burn eyes and throat.
200	Rapidly deadens sense of smell, burns eyes and throat.
500	Destroys sense of reasoning and balance, causes respiratory disturbances in 2 to 15 minutes, and needs prompt artificial resuscitation.
700	Leads to rapid loss of consciousness, stops breathing and leads to death if not rescued promptly, requires immediate artificial resuscitation.
1000	Causes immediate loss of consciousness, chances of recovery very poor.

Characteristics and Health Effects of Sulphur Dioxide (SO_2)

- This is a choking gas, unlike H_2S, and one wants to move to an area where the discomfort is not experienced.
- Formed by the combustion of H_2S or sulphur and is non-flammable.
- Found as a gas at temperatures above -10°C.
- Has the odour that occurs when a wooden match is extinguished.
- Highly irritating – dissolves to form sulphuric acid.
- At lower concentrations irritates eyes, nose and throat, causes difficulty in breathing and shortness of breath.
- Causes pulmonary edema at high concentrations – may be fatal.
- Effects on heavy smokers are more severe.

SO_2 Toxicity Tables

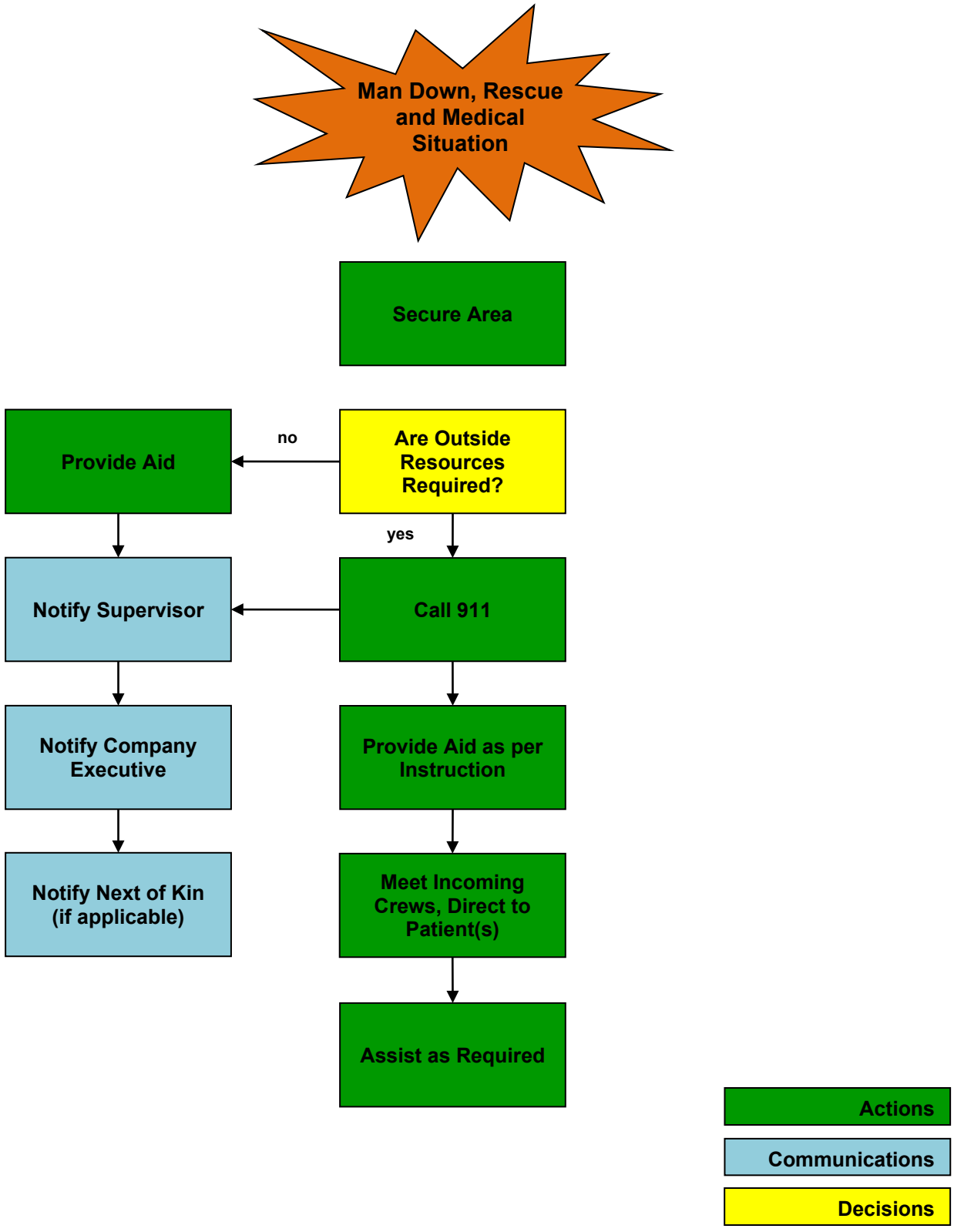
If a release of sour gas occurs and is threatening the safety of the public, the response is to ignite the gas. Burning the sour gas turns the H_2S to SO_2. The heat from the fire will carry the SO_2 and smoke up into the air, where it will disperse. By the time the SO_2 comes back to ground level, the concentrations would normally only be detectable with the use of an electronic gas detection monitor. These levels should be well below provincial environment regulations.

Sulphur Dioxide (SO_2) Toxicity Table	
Concentration (ppm)	**Effects**
2	8 hour occupational exposure limit.
3-5	Begin to smell gas.
5	15 minute occupational exposure limit
6-50	Exposure for 5 to 15 minutes irritates the eyes and may irritate the respiratory system such as choking and coughing, possible nosebleed under extended exposure.
Over 100	Immediately dangerous to life, immediate feeling of suffocation.

Characteristics and Dangers of Propane

- Extremely flammable.
- Will be easily ignited by heat, sparks or flames.
- Will form explosive mixtures with air.
- Vapors from liquefied gas are initially heavier than air and spread along ground.
- Vapors may travel to source of ignition and flash back.
- Cylinders exposed to fire may vent and release flammable gas through pressure relief devices.
- Containers may explode when heated.
- Ruptured cylinders may rocket.
- Vapors may cause dizziness or asphyxiation without warning.
- Some may be irritating if inhaled at high concentrations.
- Contact with gas or liquefied gas may cause burns, severe injury and / or frostbite.
- Fire may produce irritating and / or toxic gases.

1.11 Man Down, Rescue and Medical Situation



1.11 Man Down, Rescue and Medical Situation

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Contact emergency services (911, where available) and have them deployed to site.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine need for backup or outside resources.
- Contact immediate supervisor giving an initial assessment of the incident, including severity of injuries, location, resources needed and first aid treatment provided.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for all other personnel on site.
- Establish an Incident Command Post (ICP), as needed.

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate government agencies, when required.
- Notify next of kin, in consultation with the RCMP, if required.

LIAISON OFFICER:
- Maintain contact with required government agencies. Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

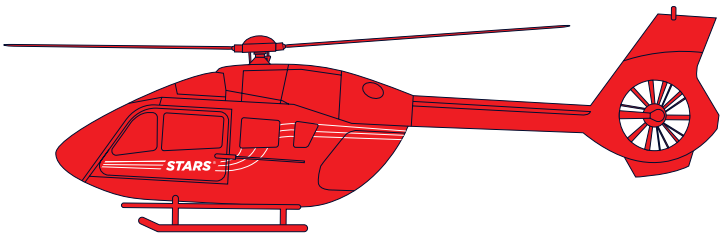
SITE CONTROL GROUP SUPERVISOR:
- Direct control procedures on site to minimize impact.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place, if required.
- Eliminate all sources of ignition.
- Assign members to meet incoming emergency services at the site entrance and escort them to the scene.
- Prepare appropriate landing area if a helicopter is being used for transport.
- Assess the situation to ensure personal and others' safety.
- Administer first aid as necessary.
- Notify the Site Control Group Supervisor of further medical treatment, if required and any additional hazards on site.
- Ensure the required communication equipment is provided to personnel performing a rescue attempt.
- If a risk analysis indicates a rescue attempt is within reasonable risk, don appropriate Personal Protective Equipment (PPE) and rescue victim, moving them to a safe location.

ROADBLOCK UNIT LEADER:
- Establish and maintain a secure incident scene. Work with the Alberta Transportation / Sask Highways and the RCMP if public roads are required to be closed and traffic are routed.
- Ensure evidence is documented and secured for investigation.

LANDING ZONE INFORMATION CARD

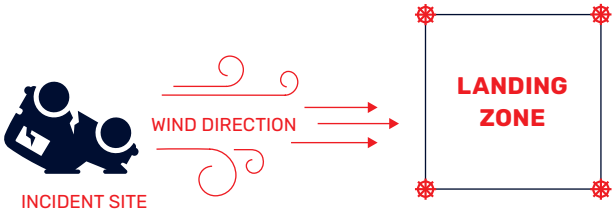


STEP 1

Advise your dispatch centre which channel you will be using to communicate with STARS.

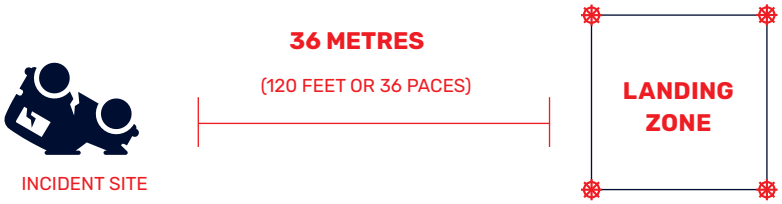
STEP 2

Select an area for the landing zone that is downwind from the incident site (unless hazardous materials or gases are present).



STEP 3

Select an area for the landing zone that is a minimum of 36 metres (or 120 feet, or 36 paces) from the incident site.



STEP 4

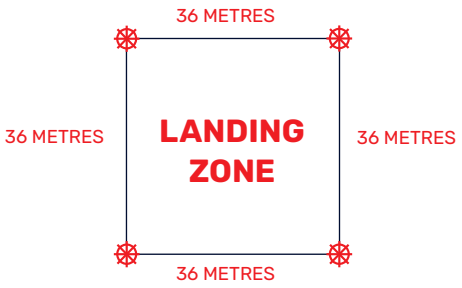
Select a flat, level surface for the landing zone; preferably pavement or concrete, if available.

STEP 5

Ensure the landing zone area is clear of wires, poles, trees and debris.

STEP 6

Mark out a 36 metre by 36 metre (120 feet x 120 feet, or 36 paces x 36 paces) square, and mark the corners with LED beacons, heavy pylons or any other bright conspicuous objects easily seen from the air.



STEP 7

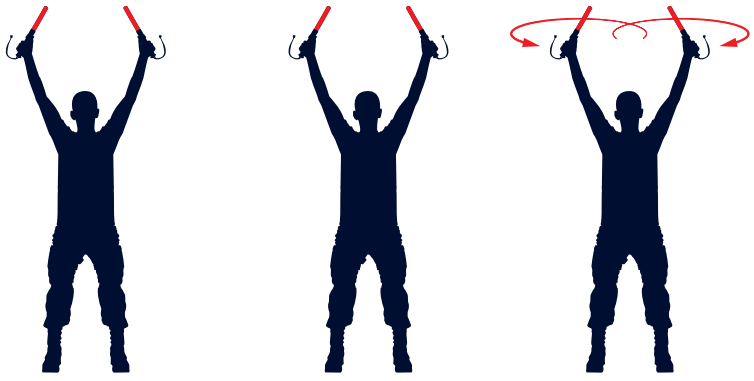
Brief STARS crew via radio or cell phone and stand at the middle of the upwind side of the landing zone with the wind at your back.

Monitor radio frequency to communicate with the STARS team.

As the helicopter approaches, go down on one knee and DO NOT MOVE from your position.

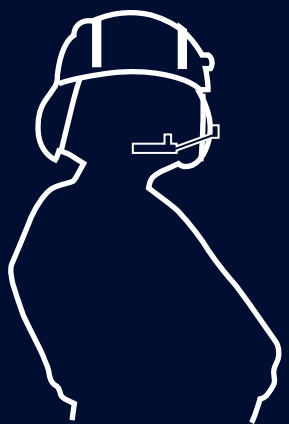
Do not approach the helicopter at any time unless escorted by the STARS crew.

LANDING ZONE HAND SIGNALS



ALL CLEAR TO LAND | ALL CLEAR TO DEPART | ABORT LANDING

LANDING ZONE BRIEFING FOR STARS CREW



STEP 1

Identify yourself and confirm the Landing Zone Officer is present, with the landing zone secure.

STEP 2

Communicate the location of the landing zone using N/E/S/W to reference the incident scene or other landmarks.

STEP 3

Identify the type of surface for the landing zone (field, road, other).

STEP 4

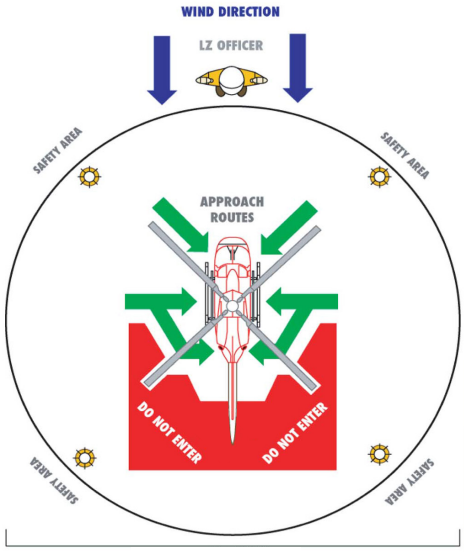
State what marking the corners of the landing zone: LED beacons, heavy pylons or any other bright conspicuous objects easily seen from the air.

STEP 5

Communicate the wind direction and approximate speed.

STEP 6

Identify the hazards in the area of the landing zone such as wires, poles, trees, or hazardous materials using N/E/S/W in reference to the landing zone.



STARS LANDING ZONE

SPECIAL CONSIDERATION

Remove any loose debris and indicate if there is snow or dust in the landing zone. If dusty, water down the landing zone, if possible, prior to the helicopter's arrival. As marshaller, maintain your position at the middle of the upwind side of the landing zone, go down on one knee and **DO NOT MOVE** from your position as the helicopter lands.

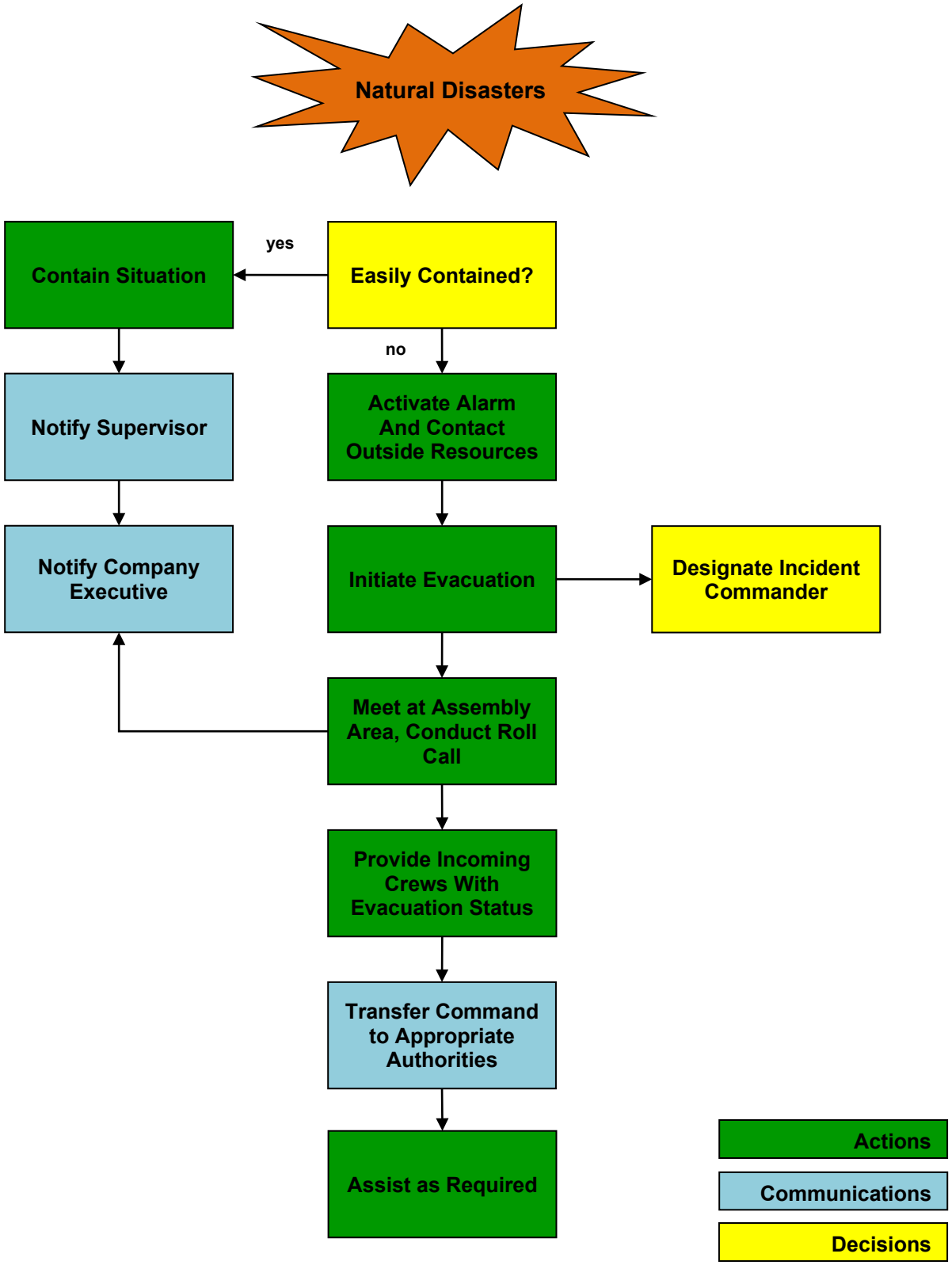
If you have any questions or comments regarding this landing zone information card or would like to watch our landing zone video, please visit **stars.ca**

EMERGENCY LINK CENTRE 1-888-888-4567

This number can also be used to provide a landing briefing to the STARS crew if radio communications are not available.

SITE # _____ **LOCATION** _____

1.12 Natural Disasters



1.12 Natural Disasters

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more qualified individual.
- Evaluate the situation.
- Determine the Level of Emergency, and notify the required government agencies.
- Determine need for backup or outside resources.
- Contact emergency services as needed. (911, where available)
- Provide first aid and medical treatment, if trained to do so.
- Assign roles and responsibilities to Officers and Section Chiefs.
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the required government agencies.
- Notify next of kin, in consultation with the RCMP, if required.
- Provide regular updates to the Incident Commander.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.
- Provide regular updates to the Incident Commander.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Provide regular updates to the Incident Commander.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Ensure backup is present or en route before attempting to contain or control the incident.
- Implement control procedures to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.

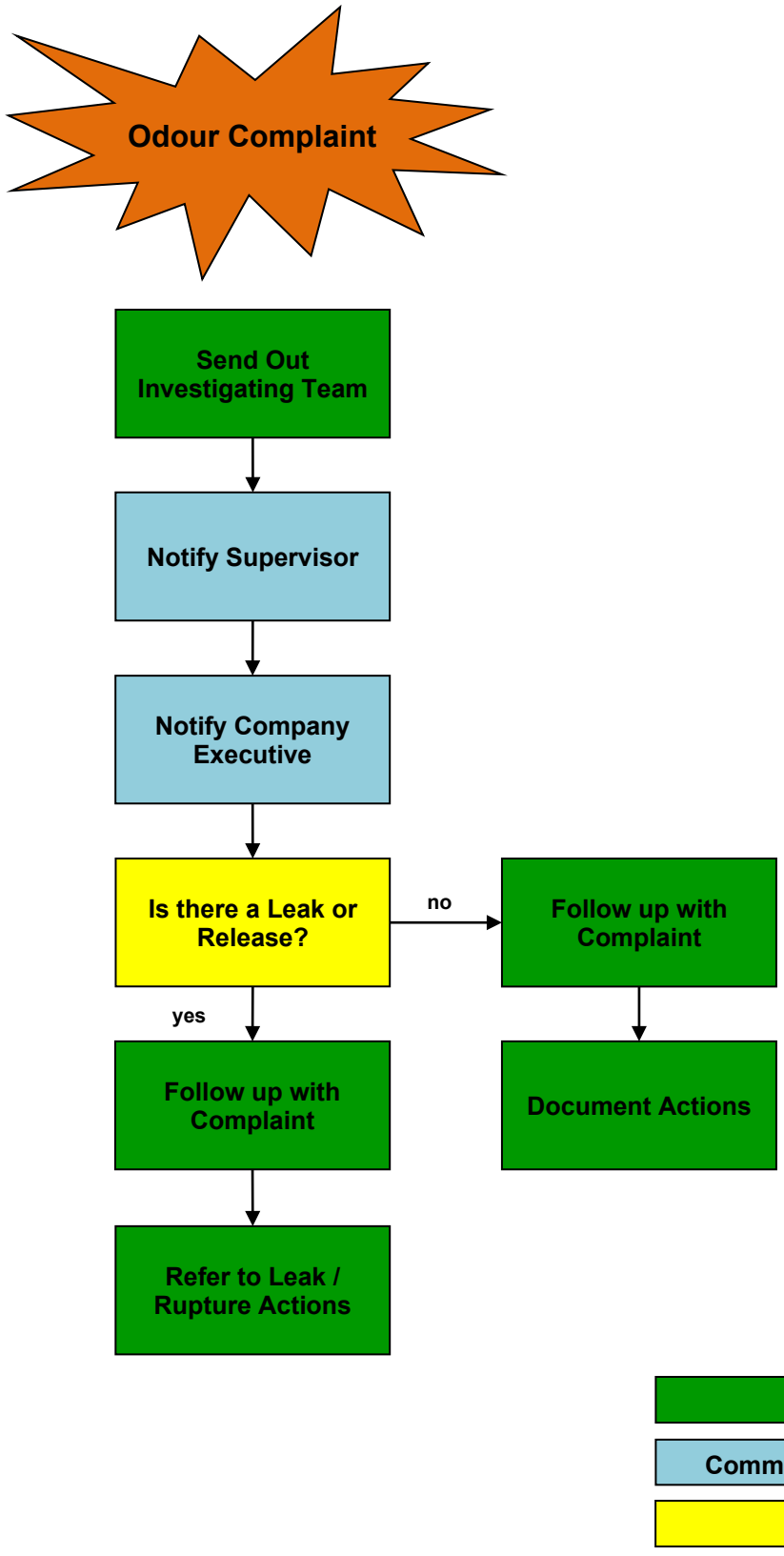
AIR OPERATIONS UNIT LEADER:
- Ensure the members are activated, if required, for air evacuation.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees.
- Receive evacuees at the reception centre.

ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area.
- Ensure evacuation routes are clear.

ROADBLOCK UNIT LEADER:
- Establish and maintain roadblocks.
- Direct traffic during the evacuation.
- Direct evacuees to the reception centre, if established.

1.13 Odour Complaint



1.13 Odour Complaint

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- If a member of the public suspects an H_2S release or the presence of SO_2 after ignition, have them take shelter until the source is confirmed.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Direct the Operations Section Chief to dispatch an investigating team to investigate the complaint.
- Contact immediate supervisor and report the complaint.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- If an emergency situation is confirmed by the investigating team, refer to the appropriate Immediate Action.

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

SITE CONTROL GROUP SUPERVISOR:
- Direct control procedures on site to minimize impact.

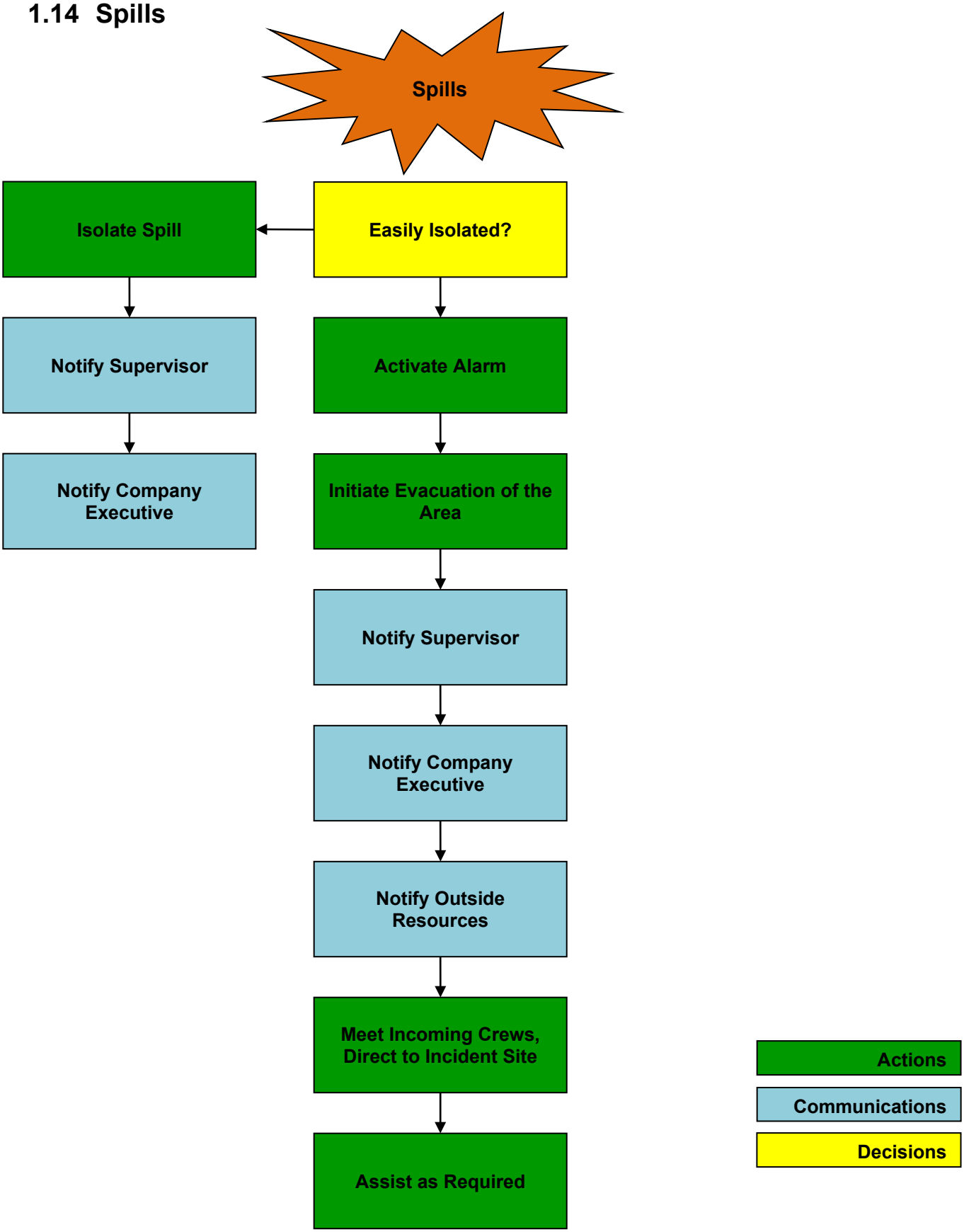
PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

CONTROL UNIT LEADER:
- Travel to the site of the complaint and inspect equipment, ensure equipment is working properly and is not damaged.
- Report any damage or abnormal conditions to the Site Control Group Supervisor.

AIR MONITORING UNIT LEADER:
- Travel to the site of the complaint.
- Monitor the area for the presence of H_2S / SO_2 or LEL readings.
- Report all findings to the Public Safety Group Supervisor.

ROADBLOCK UNIT LEADER:
- Establish roadblocks at the entrance of the complaint site, if required.

1.14 Spills


Spills
Easily Isolated?
Isolate Spill
Notify Supervisor
Notify Company Executive
Activate Alarm
Initiate Evacuation of the Area
Notify Supervisor
Notify Company Executive
Notify Outside Resources
Meet Incoming Crews, Direct to Incident Site
Assist as Required
Actions
Communications
Decisions

1.14 Spills

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine the Level of Emergency, notify the appropriate authorities (AER / MER, AB Environment & Protected Areas / SK Ministry of Environment and AB Transportation / SK Ministry of Highways), if required.
- Determine need for backup or outside resources.
- Contact emergency services as needed. (911 where available).
- Contact immediate supervisor giving an initial assessment including location, area potentially affected and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for personnel on site.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate authorities, when required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.
- Request or administer first aid as necessary.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.
- Eliminate all sources of ignition.
- Obtain SDS sheets, as needed.
- If gasses are involved, prevent the spreading of vapours through sewers, ventilation systems and confined areas. Isolate area until gas has dispersed.
- If liquids are involved, prevent entry into waterways, sewers, basements or confined spaces.
- For pipeline leaks, isolate the leak and dissipate the pressure, consider all possibilities of trapped pressure.
- Assess the damages, including damages to containers, vehicles and structures as a result of the incident.
- Carry out activities to reduce or stop leaks such as container stabilization, dyking, storing, transferring and / or disposal.
- Notify the Site Control Group Supervisor if waste disposal services are required.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

AIR MONITORING UNIT LEADER:
- Monitor the hazard area for the presence of H_2S / SO_2 or LEL readings.

ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area.

ROADBLOCK UNIT LEADER:
- Establish and maintain a secure incident scene. Ensure evidence is documented and secured for investigation.

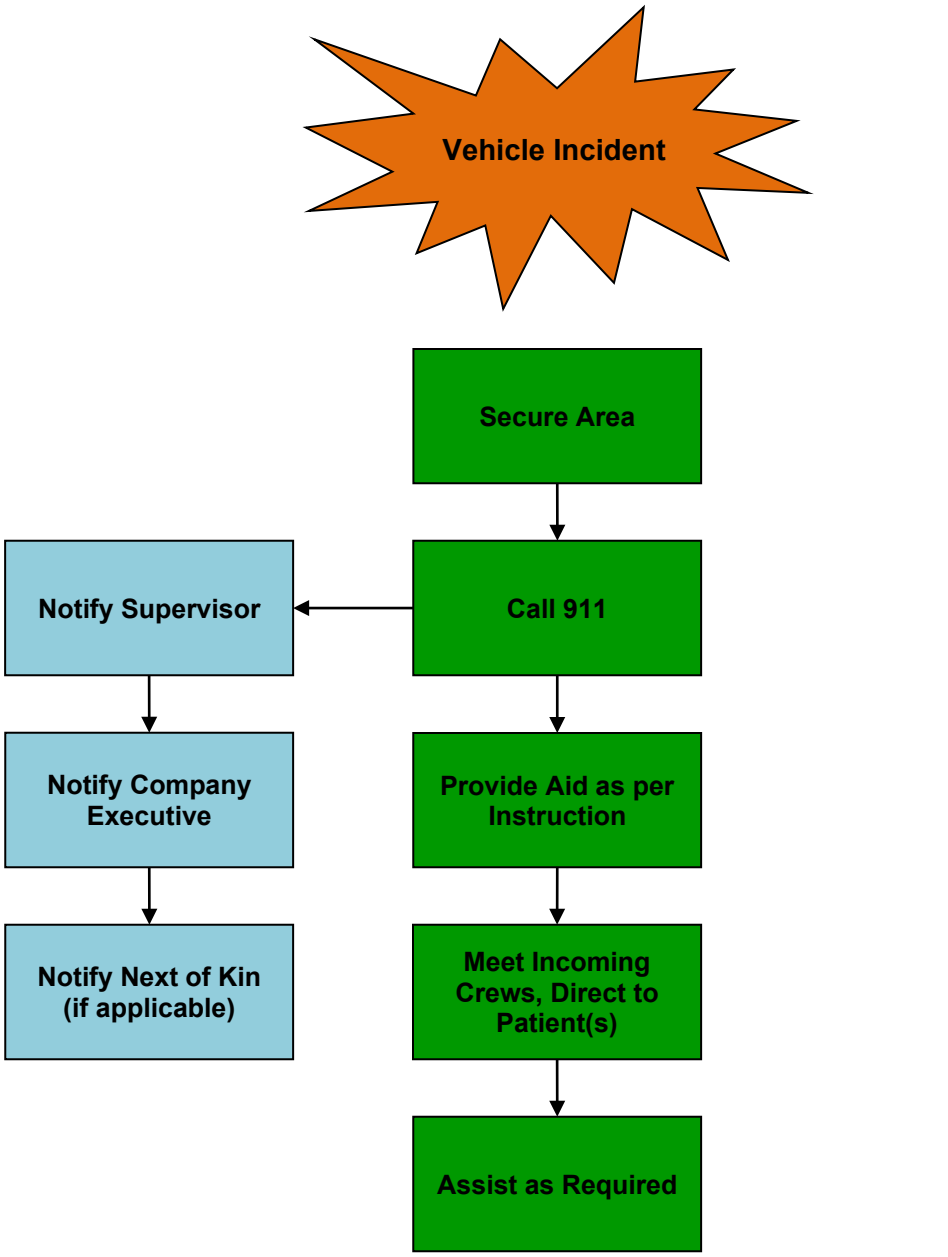
RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees, if required.
- If activated, receive evacuees at the reception centre.

CLASSIFICATION AND CHARACTERISTICS OF DANGEROUS GOODS

Any spill or release that goes off-lease that has caused, is causing, or may cause an adverse effect, must immediately be reported to CANUTEC – 1.888.226.8832 AND Alberta EDGE – 1.800.272.9600 or SK Environment Spill Control Centre – 1.800.667.7525

Class	Division	Characteristics of Dangerous Goods	Quantity	Packing Group
1 Explosives (Sections 2.9 – 2.12)	1.1	A substance or article with a mass explosion hazard	Any quantity	II – Hazardous Substances
	1.2	A substance or article with a projection hazard but not a mass explosion hazard		
	1.3	A Substance or article which has a fire hazard and either a minor blast hazard or a minor projection hazard or both, but does not have a mass explosion hazard		
	1.4	A substance or article which presents no significant hazard beyond the package in the event of ignition or initiation during transport		
	1.5	A very insensitive substance with a mass explosion hazard		
	1.6	Extremely insensitive article with no mass explosion hazard		
2 Gases (Sections 2.13 – 2.17)	2.1	A flammable gas which is easily ignited and burns	Any quantity	Not Applicable
	2.2	A non-flammable, non-toxic, non-corrosive gas		
	2.3	A toxic gas		
3 Flammable Liquids (Sections 2.18 – 2.19)	*	A flammable liquid with a closed-cup flash point less than or equal to 60.0°C	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
4 Flammable Solids (Sections 2.20 – 2.22)	4.1	A flammable solid which is readily combustible and may cause fire through friction or from heat retained from manufacturing	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	4.2	A spontaneously combustible substance that ignites when exposed to air		
	4.3	A water-reactive substance which emits flammable gas when it comes into contact with water		
5 Oxidizing Substances, Organic Peroxides (Sections 2.23 – 2.25)	5.1	An oxidizing substance which may yield oxygen and contribute to the combustion of other material	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	5.2	An organic peroxide which releases oxygen readily and may be liable to explosive decomposition, or sensitive to heat, shock or friction		
6 Toxic and Infectious Substances (Sections 2.26 – 2.36)	6.1	A toxic substance that is liable to cause harm to human health	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
	6.2	An infectious substance	Any quantity	A or B
7 Radioactive Materials (Sections 2.37 – 2.39)	None	Radioactive materials as defined in the Packaging and Transport of Nuclear Substance Regulations	A level of ionizing radiation greater than the level established in section 39 of the "Packaging and Transport of Nuclear Substance Regulations 2015"	Not Applicable
8 Corrosive Substances (Sections 2.40 – 2.42)	None	Solids or liquids such as acids or alkalis materials that cause destruction of the skin or corrode metals	Any quantity (Packing Group I or II) 30 L or 30 kg (Packing Group III)	I – Very Hazardous Substances or II - Hazardous Substances, or III – Moderately Hazardous Substances
9 Miscellaneous Products, Substances or Organisms (Sections 2.43 – 2.45)	None	A regulated substance that cannot be assigned to any other class. It includes genetically modified micro-organisms, marine pollutants and substances transported at elevated temperatures	30 L or 30 kg	II – Hazardous Substances or III – Moderately Hazardous Substances, or without packing group

1.15 Vehicle Incident



1.15 Vehicle Incident

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Contact emergency services (911, where available) and have them deployed to site.
- Assign roles and responsibilities to required Officers and Section Chiefs.
- Determine need for backup or outside resources.
- Contact immediate supervisor giving an initial assessment including location, area potentially affected, injuries and other hazards.
- Notify the Emergency Operations Centre (EOC), as required by company policy.
- Account for all other personnel on site.
- Establish an Incident Command Post (ICP), as needed.

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the appropriate government agencies, when required.
- Notify next of kin, in consultation with the RCMP, if required.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Ensure all response personnel are equipped with the appropriate PPE.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Direct / implement control procedures on site to minimize impact.

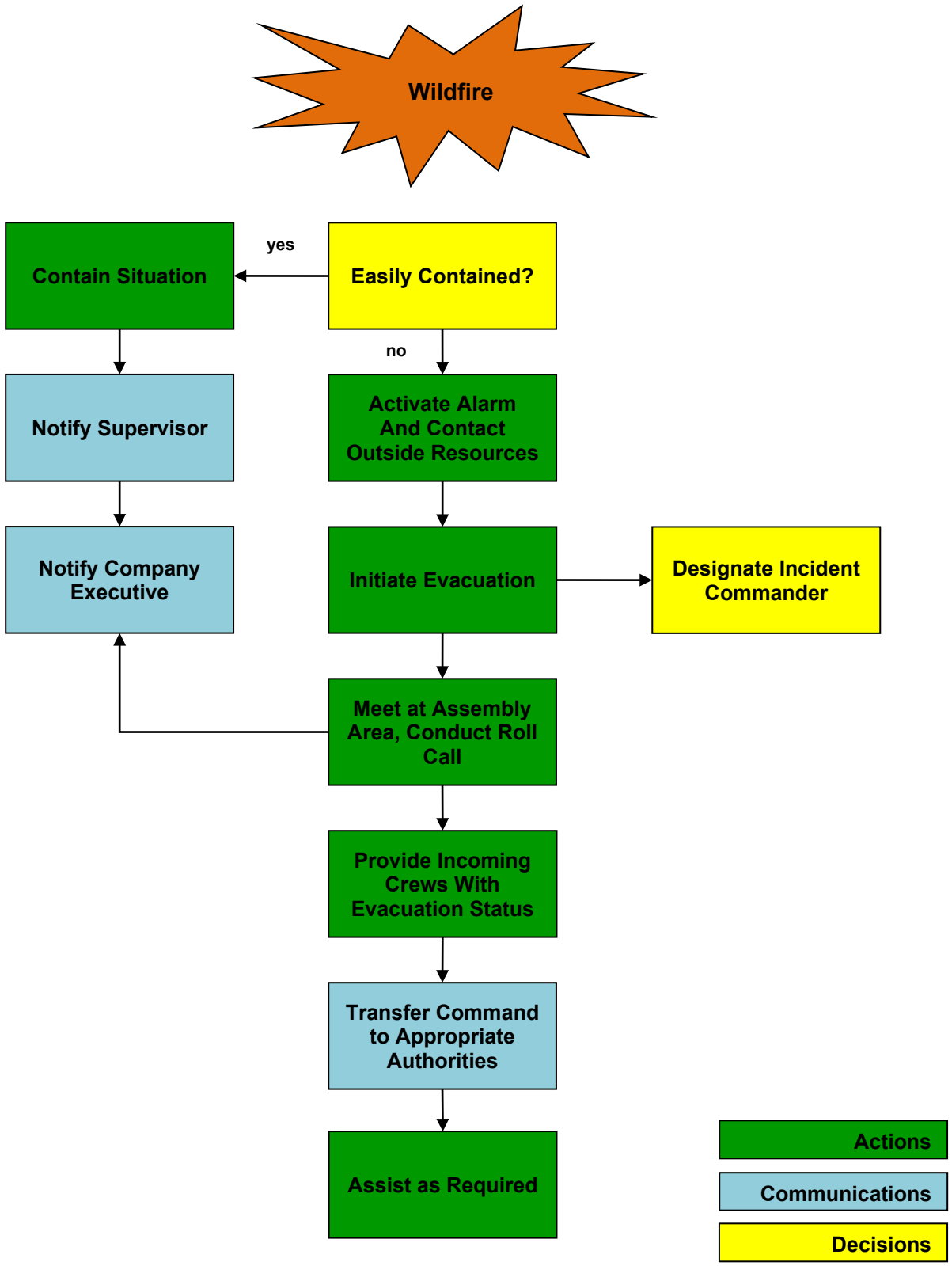
PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place, if required.
- Eliminate all sources of ignition.
- Assign Group members to meet incoming emergency services at the site entrance and escort them to the scene.

ROADBLOCK UNIT LEADER:
- Establish and maintain a secure incident scene.
- Assign team members to meet incoming emergency services at the site entrance and escort them to the scene.
- Work with Alberta Transportation / Sask Highways and the RCMP if public roads are required to be closed and traffic re-routed.

RECOVERY UNIT LEADER:
- Ensure evidence is documented and secured for investigation.
- Request resources required for the recovery and transport of vehicle(s).

1.16 Wildfire



1.16 Wildfire

INCIDENT COMMANDER:
- Assume the role of Incident Commander until relieved by a more senior company representative.
- Evaluate the situation.
- Determine the Level of Emergency. Notify the AER / MER and appropriate agencies, if required.
- Determine need for backup or outside resources.
- Contact emergency services as needed. (911, where available)
- Assign roles and responsibilities to Officers and Section Chiefs.
- Sound the evacuation alarm and begin evacuation procedures, if required.
- Establish an Incident Command Post (ICP).

INFORMATION OFFICER:
- Provide timely information to the media, in consultation with the required government agencies.

LIAISON OFFICER:
- Maintain contact with required government agencies.
- Provide regular updates to the Incident Commander.
- Ensure required communication occurs between internal and external people.

OPERATIONS SECTION CHIEF:
- Implement tactical objectives and direct on site resources.

SAFETY OFFICER:
- Assess / monitor safety hazards or unsafe conditions. Develop measures to ensure the safety of response personnel.
- Request or administer first aid as necessary.

STAGING AREA MANAGER:
- If established, ensure the readiness of resources and personnel.

SITE CONTROL GROUP SUPERVISOR:
- Ensure backup is present or en route before attempting to contain or control the fire.
- Implement control procedures to minimize impact.
- Assess the need to stop normal operating activities in order to minimize risk to personnel and equipment, execute if necessary.
- Assess risk of controlling an incident with available personnel and equipment, execute if risk is deemed low.

PUBLIC SAFETY GROUP SUPERVISOR:
- Direct public safety related response activities.

CONTROL UNIT LEADER:
- Ensure appropriate control and containment activities are taking place.

ROVER / EVAC UNIT LEADER:
- Evacuate personnel from hazard area.
- Ensure evacuation routes are clear.

ROADBLOCK UNIT LEADER:
- Establish and maintain roadblocks.
- Direct traffic during the evacuation.
- Direct evacuees to the appropriate reception centre.

AIR OPERATIONS UNIT LEADER:
- Ensure the members are activated, if required, to confirm the location and distance of the fire.

RECEPTION CENTRE UNIT LEADER:
- Establish a reception centre for evacuees.
- Receive evacuees at the reception centre.

2.0 Public Protection

2.1 Purpose of an Emergency Response Plan (ERP)

An emergency shall be considered as any situation that creates the potential for harm to members of the public, the environment, or property surrounding an asset. The response priorities are:

- **P** = People
- **E** = Environment
- **A** = Assets
- **R** = Reputation

An ERP is a comprehensive plan to protect the public that includes criteria for assessing an emergency situation and procedures for mobilizing response personnel and agencies and for establishing communication and coordination among the parties. It is a key component of emergency preparedness and response. An ERP addresses emergency scenarios, potential hazards to the public, and systems required for effective response.

The purpose of emergency preparedness and response is to establish a decision framework and action plan so that the duty holder can quickly and effectively respond to an emergency.

The goals of an ERP are to:

- Enhance the safety of the public, company personnel (including contractors), the environment and property.
- Provide company personnel with established procedures to respond to an emergency.
- Provide company personnel with access to critical information required to respond to an emergency.
- Eliminate or minimize the effects that incidents have on Strathcona Resources operations.

Where the health and safety of the public cannot be assured, Strathcona Resources responders will determine the best approach to protecting the public.

Depending on an incident's specifics, Strathcona Resources will implement the necessary method(s) of public protection: air monitoring, evacuation, ignition, isolation and / or sheltering.

The AER's Directive 71, *Emergency Preparedness and Response Requirements for the Petroleum Industry*, requires Strathcona Resources to define appropriate actions, including public protection measures that would be taken for each level of emergency.

2.2 Emergency Planning Zone (EPZ) Determination

Strathcona Resources must use ERCBH_2S to calculate the size of the EPZ for sour gas with a hydrogen sulphide (H_2S) concentration of 0.1 mol / kmol (0.0001 mole fraction or 100 ppm) or greater and upload a copy of the CSV batch export to DDS.

ERCBH_2S is a software tool that calculates site-specific EPZ using thermodynamics, fluid mechanics, atmospheric dispersion, and toxicology modeling. ERCBH_2S is used to calculate the size of the EPZ for sour gas with an H_2S concentration of 0.1 mol / kmol (0.0001 mole fraction or 100 ppm) or greater.

The ERCBH_2S model includes both user input variables and model parameters. Model parameters are variables that have been carefully selected by the AER and cannot be changed by the user. The user input variables reflect site-specific conditions, operating practices, and specific technology employed.

For wells, mitigation measures such as ignition and subsurface safety valves have the potential to limit release durations and can be used to determine the EPZ. Timing for ignition of the release or shut-in of the pipeline may depend on several factors including travel time, automated leak detection devices, manual shut-in, or other notification of leakage.

The ERCBH_2S software calculates EPZ for several operations including sour gas wells, sour oil wells, sour water disposal wells, sour gas pipelines, sour liquid pipelines and facilities.

The duty holder must ensure that the actual size and shape of the EPZ reflect:

- Site specific features of the area.
- Information gathered during the public involvement program.
- Factors such as population density, topography, and access/egress routes, which may affect timely implementation of emergency response procedures in the EPZ.

During any operation involving H_2S, the duty holder must ensure that onsite supervisory personnel are aware of the size of the EPZ.

Calculating EPZ for High Vapour Pressure (HVP) Product

The primary hazard associated with HVP products is direct exposure to flame. The largest hazard for emergency response planning is the flash fire. There is no specific model currently provided by the AER for calculation of the EPZ for High Vapour Pressure (HVP) product releases.

The extent of an EPZ should be determined by an industry accepted and appropriate dispersion modeling software for pipelines located in populated areas, as well for cavern storage facilities; the EPZ for an HVP facility is calculated using the EPZ for the largest pipeline entering or leaving the facility measured from the facility inlet. The CAPP Companion

Planning Guide to AER Directive 071 also provides guidance to the duty holder for EPZ determination based on the table below:

Pipeline Size		Ethane, Propane & Butane Mix (without Ethylene)
3”	88.9 mm	250 m
4”	114.3 mm	300 m
6”	168.3 mm	500 m
8”	219.1 mm	700 m
10”	273.1 mm	900 m
12”	323.9 mm	1100 m
16”	406.4 mm	1600 m
20”	508.0 mm	Modeled
24”	609.6 mm	Modeled

Detailed documentation may be required for review by the AER / MER, if requested, that clearly describes the methods, assumptions, and modeling uncertainties in sufficient detail so that a third party could duplicate the numerical results.

2.3 Initial Isolation Zone (IIZ)

The IIZ defines an area in proximity to a continuous hazardous release where indoor sheltering may provide temporary protection due to the proximity of the release.

For H_2S releases under poor dispersion conditions, the IIZ is defined and calculated using the ERCBH_2S model.

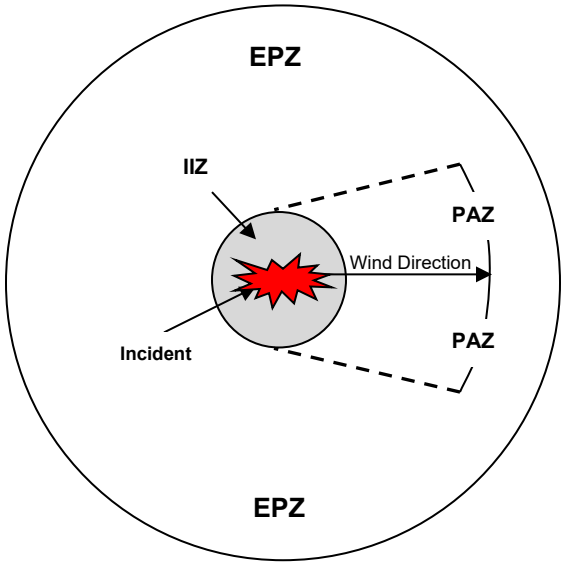
If safe to do so, the duty holder must attempt to evacuate residents from the IIZ.

2.4 Protective Action Zone (PAZ)

The estimated size of the PAZ is calculated using ERCBH_2S. Once monitoring equipment arrives, the actual size of the PAZ can be determined based on monitoring conditions.

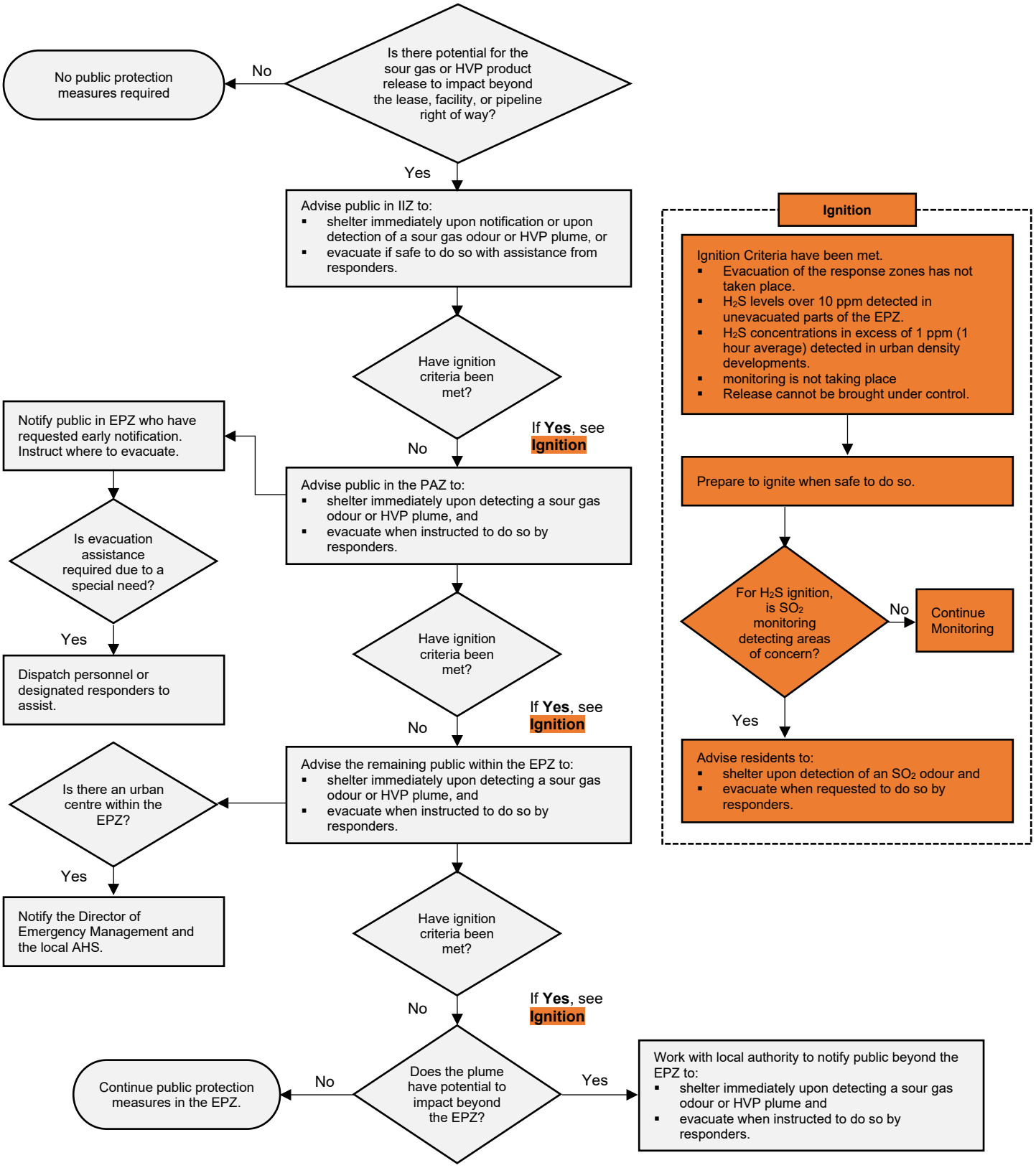
The PAZ is used to identify the area within the EPZ downwind of a release in which responders should focus and prioritize their response efforts. The PAZ for a well, facility or pipeline will not extend beyond the boundary of the EPZ.

Initial Isolation and Protective Action Zones



The following diagram illustrates possible public protection measures throughout the planning and response zones.

Public Protection Measures for Planning and Response Zones
AER Directive 71



2.5 Air Quality Monitoring

Air quality monitoring is used for tracking and recording the presence and concentrations of H_2S during a sour gas release and SO_2 following the ignition of the release or the presence and lower explosive limit (LEL) levels of HVP product following a release.

Air quality monitoring equipment is used to:
- Track the plume.
- Determine if ignition concentration criteria are met.
- Determine whether evacuation and / or sheltering concentration criteria have been met.
- Assist in determining when the emergency status can be downgraded.
- Determine roadblock locations.
- Determine concentrations in areas being evacuated to ensure that evacuation is safe.

The type of air monitoring units and the number of monitors required are based on site specific information, including:
- Access and egress points.
- Population density and proximity to urban density developments.
- Local conditions.

Sour Gas Release
Air quality monitoring occurs downwind, with priority being directed to the nearest unevacuated residence or areas where people may be present.

If Strathcona Resources is notified of a release by an alarm or by a reported odour, a company representative will be sent to investigate the source of the release. Air quality monitoring units will be dispatched upon confirmation of the release location.

Strathcona Resources will provide monitored H_2S and SO_2 information on a regular basis throughout a sour gas emergency to Alberta Environment & Protected Areas / Saskatchewan Ministry of Environment, the AER / MER and on request to the public.

The duty holder must continuously assess and act on the need to expand the evacuation area based on the monitored levels of H_2S and as dictated by the specifics of the incident itself. In the absence of monitored readings, responders should advise residents to shelter in place.

HVP Product Release
Air quality monitoring may occur downwind or upwind depending on how the plume is tracking, with priority being directed to the nearest unevacuated residence or areas where people may be present.

Strathcona Resources will routinely provide monitored HVP product LEL information throughout the emergency to Alberta Environment & Protected Areas / Saskatchewan Ministry of Environment, the AER / MER, and on request to the public.

2.6 Evacuation

Evacuation Overview
The purpose of evacuation is the removal of people from the EPZ to reduce the risk of exposure to H_2S / SO_2 or an explosive mixtures cloud.

The AER / MER must be notified if an evacuation occurs within the EPZ.

When safe to do so, evacuation should take place before a release of sour gas or HVP product has the potential to affect people in proximity to the release or as soon as possible to avoid any exposure to the hazard.

During evacuation operations, designated Strathcona Resources personnel (or contracted source) will ensure evacuees' assets are safe, as well as physically check all buildings, and provide notice on the buildings in the area that has been evacuated.

Evacuation – H_2S Release
Evacuation is the primary public protection measure during a release of sour gas if the public can be safely removed from the area. Evacuation begins in the IIZ and expands outward into the PAZ (downwind of the release) so that members of the public are not exposed to H_2S.

The duty holder must continually perform air quality monitoring within the EPZ. Monitoring results will dictate areas where evacuation is required as listed in the table below. In the absence of monitored readings, responders should advise residents to shelter in place.

Evacuation Requirements – AER *Directive 71*	
H_2S concentrations in unevacuated areas	**Requirement**
1 to 10 ppm (3 minute average)	Individuals who requested notification so that they can voluntarily evacuate before any exposure to H_2S must be notified.
Above 10 ppm (3 minute average)	Local conditions must be assessed, and all persons must be advised to evacuate and / or shelter.
Note: if monitored levels over the 3 minute interval are declining (eg. three readings show a decline from 15 ppm to 10 ppm to 8 ppm over 3 minutes) evacuation may not be necessary even though the average over the 3 minute interval would be 11 ppm. Duty holders should use proper judgment in determining if evacuation is required.	
SO_2 concentrations in unevacuated areas	**Requirement**
5 ppm (15 minute average)	Immediate evacuation of the area must take place.
1 ppm (3 hour average)	Immediate evacuation of the area must take place.
0.3 ppm (24 hour average)	Immediate evacuation of the area must take place.
A duty holder can advise residents to evacuate; however, the local authority has to issue an order for a State of Local Emergency before mandatory evacuation can occur.	
It is an AER / MER requirement for a duty holder to advise residents to evacuate if the need arises.	

Typically, residents within the EPZ but outside of the PAZ will be contacted and advised to initially shelter in place pending further instructions from Strathcona Resources.

A shift in wind direction will require immediate re-evaluation of the PAZ and the need for additional evacuation and / or sheltering. It may require immediate ignition of the well if ignition criteria are met. If the sour gas release has been ignited, the duty holder should continue to monitor response zones for H_2S from incomplete combustion, as well as SO_2.

Evacuation – HVP Product Release
Evacuation is not considered the primary public protection measure for an HVP product release and should only proceed when it is safe to do so and after an assessment of:
- The size and expected duration of the release.
- Egress routes.
- Current and expected meteorological conditions.
- The potential for unexpected ignition.

Evacuation is recommended for cases in which the plume is visible, and egress can occur in any direction away from the plume. The decision to evacuate should be made by qualified individuals with access to LEL monitors.

Rovers and Roving
Rovers are trained emergency response personnel responsible for travelling and monitoring the EPZ during an emergency situation. Rovers are to ensure that all transients, recreational users, residents, and other area users are properly notified and / or evacuated if the situation warrants. Rovers should be equipped with vehicles capable of carrying passengers allowing them to assist in the evacuation of the EPZ. Rovers must be equipped with the appropriate PPE.

Response Activities
- Rovers assemble at a determined location and review area map with the Rover Unit Leader and determine rover assignments.
- Rovers will physically check all buildings, residences, workshops, businesses, and other buildings to advise occupants of the situation and the evacuation process.
- Rovers will physically check all roads and property where occupants may be located (eg. farmers, hunters, workers, etc.).
- Rovers will post notices on empty vehicles, residences, and buildings to notify the owners / occupants of the situation and the evacuation process.
- Rovers will document all actions and report to the Rover Unit Leader every hour at a minimum.
- Rovers will advise the Rover Unit Leader of any air quality changes.

Rovers need to be aware that working with the public in an emergency situation will bring about various emotions and reactions. Members of the public may be afraid, nervous, and angry. Some may not want to leave their home / property.
When working with the public, Rovers should:

- Always identify themselves.
- Remain calm.
- Speak slowly and confidently – do not raise voice.
- Advise the public of the evacuation and the evacuation procedures.
- Never speculate as to what occurred or caused the incident.
- Ask how long it will take them to leave the area.
- Advise them to be prepared to leave their location for several hours or even several days.
- Give them a list of contact numbers.

Evacuation by Level of Emergency

Alert - Strathcona Resources would not normally notify the public within an EPZ at an Alert. The local AER / MER Field Centre is only to be notified during an Alert if members of the public or media are contacted.

Level 1 Emergency - Strathcona Resources will notify all members of the public listed as requiring early notification within the EPZ including known transients and local industry operators (to allow for additional time to evacuate or due to the inability to safely shelter in place). The ERP must be activated, and the AER / MER must be notified. The local authority and AHS must be notified if contact is made with the public or media.

Level 2 and 3 Emergencies - Strathcona Resources will notify all members of the public within the EPZ, including known transients and local industry operators (to allow for additional time to evacuate or due to the inability to safely shelter in place). The ERP must be activated the AER / MER, local authority, and AHS / SHA must be notified and evacuation must take place if safe to do so.

Evacuation Procedure – by Land

- The Incident Commander will determine the safest evacuation route(s) for personnel and members of the public to evacuate the area by road.
- This decision will be based on the exact location of the asset, wind direction and wind speed.
- Special procedures may be required for evacuating public facilities. If large numbers of people are involved, the duty holder must address assistance with transportation (eg. providing school buses) or changes in the normal notification procedures.

Evacuation Procedure – by Water

- Evacuation by boat will be arranged, if necessary, depending on the incident or situation.

Evacuation Procedures – by Helicopter

- Helicopters may be required to assist in the search and evacuation of members of the public or personnel within the EPZ.
- Helicopters may also be used during an emergency to track the plume in order to aid in the evacuation of occupants within the EPZ.
- Communication with the Operations Section Chief is imperative in order not to send the helicopter into the plume.
- The helicopter is to be equipped with loud hailers to notify occupants within the EPZ of the emergency and advise them to evacuate the area.
- Helicopters will be provided with the radio frequency to use for the emergency at the time of initial contact, as well as the latitude / longitude coordinates of the Helispots and Reception Centres that they will need to respond to.

In the event of an evacuation, Strathcona Resources will make every effort to evacuate persons within the EPZ by the fastest and safest method possible; this may include the use of a helicopter. When used for evacuation assistance or search and rescue activities the helicopter will search areas specified by the Incident Commander which may include rivers, recreational areas, cemeteries, etc. Keep in mind that many helicopters are not night rated and may only be available for daytime operations.

The Telephone Unit may advise evacuees to:

- Relocate to the Helispot location.
- Park off the roadway, turn off the vehicle ignition and lock the doors.
- Remain at the Helispot location until the helicopter comes to pick them up, or until a Rover provides other evacuation instructions.
- Remain 50 metres from the helicopter until the flight crew indicates it is safe to approach the aircraft.

Prolonged Evacuation

If the problem cannot be readily corrected and evacuees are required to be away from the area for an extended period of time, Strathcona Resources shall, where required:

- Provide a copy of the necessary forms in the *Forms* Section and instructions on how to claim for incurred expenses.
- Provide assistance in arranging food and temporary accommodation.
- Provide area security.

Arrangements must also be made to provide relief for all responders if the evacuation remains in effect for over 8 hours.

Evacuation beyond the EPZ

In the unlikely event that public protection measures are required beyond the EPZ, they will be conducted in accordance with the duty holder's arrangement with the local authority.

The *Energy Resources Industry Emergency Support Plan* will also be activated by the government for Level 2 and Level 3 incidents to provide support to the incident response.

Notification mechanisms outlined in the Municipal Emergency Plan (MEP) response framework may be used by the local authority to notify residents if public protection measures are required outside the EPZ. The notification mechanisms will be based on monitored air quality and other situations that might arise during the emergency. AHS also has a role in evacuation in accordance with the *Alberta Public Health Act, Section 52.2*.

Reception Centre

When required, the Reception Centre must be activated a safe distance from the release source.

If a Reception Centre is activated, Strathcona Resources will send a representative(s) to meet and register evacuees as they arrive at the designated location.

The Reception Centre is a safe place where members of the public will be asked to report upon evacuation. Specific services are to be provided to evacuees at a Reception Centre:

- Registration and inquiry must always be completed. All evacuees must be registered, and this information must be communicated to the Incident Commander. Inquiry is a means for which evacuees and / or other members of the public may inquire about the whereabouts of evacuees.
- Food services must be provided to evacuees with consideration given to pregnant or nursing mothers, children and infants, the elderly and individuals with medical conditions that require special dietary needs.
- Lodging services may be provided at the Reception Centre by providing mats or cots. Alternately evacuees may be accommodated at a hotel / motel (ensure that you track the location of the evacuees so that you can keep them notified of the situation).
- Clothing services include blankets and clothing to provide dignity and adequate coverage for the weather.
- Personal services include all other emotional and physical needs of evacuees that have not been addressed above.
- The evacuees will be registered, and this information is shared with the response group.
- The Reception Centre may be staffed by the Municipal Emergency Social Services Team in conjunction with Strathcona Resources personnel.
- It is imperative that representatives from Strathcona Resources are capable of managing large volumes of questions, have the ability to problem solve, and make decisions on behalf of Strathcona Resources.
- Strathcona Resources representatives that will meet residents at the Reception Centre will be sensitive, understanding, and express reassurance to the evacuated residents.
- Residents will be looking to Strathcona Resources for assurance that they will be allowed to return home soon and that everything will be okay.
- Individuals may have strong emotional reactions to what has just taken place and have feelings of grief, fear, anger, confusion, and helplessness or be under great stress.
- Strathcona Resources representatives need to be aware that these feelings are normal reactions under the circumstances.

- Residents may be worried about their homes, family members, neighbours, livestock, etc. or they may have lost a loved one.
- Reception Centre personnel will need to apply the following protocols:
  - Be calm.
  - Reunite families as quickly as possible.
  - Make a note of those having difficulty dealing with the emergency so they can receive a prompt psychological follow up.
  - Allow residents to vent their anger and / or emotions, as this is normal.
  - Protect residents from media attention, especially those who are having difficulty dealing with the situation.
  - Listen to how people are feeling and let them tell their story.
  - Try to comfort those who are having trouble dealing with the situation.
  - Provide privacy for anyone who has lost a loved one.
- The Reception Centre should provide the following to those affected by the emergency:
  - Food and drinks.
  - Shelter from the media.
  - Someone to talk to, if required.
  - Something to entertain children with (eg. videos, crayons and colouring books, board games, cards, etc.).
  - A quiet place for those who need a place to be alone to deal with the stress or the loss of a loved one.
  - Assistance in making temporary accommodations, if required

Return of Evacuees

Once the emergency is over, the decision to permit the return of persons shall be made by the Incident Commander in consultation with the AER / MER and AEMA / SPSA. The AER / MER will consult with other agencies as applicable and confirm with the duty holder that the emergency downgrade or stand down is appropriate.

In some cases, AHS / SHA may request to be involved in the decision to allow evacuees back into the EPZ.

2.7 Ignition

Strathcona Resources will take immediate steps to prepare for ignition at the earliest signs of a release or a well control problem to ensure there will be no delay

Ignition does not negate the need for continuing with evacuation as there may be residual pockets of H_2S or SO_2 gas in the area. When the sour gas is ignited, the H_2S is converted to SO_2 and is carried higher into the atmosphere by the heat of combustion. This causes any toxic gases to disperse over a larger area and reduces the risk of hazardous ground level concentrations.

Sour Well Releases
For manned well operations, the EPZ represents a H_2S hazard area where prompt ignition is credited to avoid exposure that could threaten public safety during a major sour gas release.

Strathcona Resources is required to ensure that all sour wells have an ignition system such as a flare gun on site during all drilling, completion, well testing or workover operations when the wellhead is off.

The duty holder must keep the local AER / MER Field Centre informed about the ignition situation and ignite a sour gas flow to the atmosphere in accordance with the *Assessment and Ignition Criteria Flowchart* unless discussions with the AER / MER determine that ignition may be delayed.

The duty holder must ensure that appropriate ignition equipment will be available during all operations.

The duty holder must assign the decision making authority to ignite the release to a company representative on site.

The Incident Commander has the authority to direct ignition of the release. The Ignition Unit should be certified in sour well ignition and be properly equipped to ignite the well within the planned time limits for which the EPZ was designed.

During a sour well control problem, ignition discussions between the Incident Commander and the AER / MER should occur at pre-set intervals until the well is brought under control.

If Strathcona Resources does not agree to ignite a release or is not prepared to take the necessary steps to ignite the well, AER / MER senior staff may make that decision.

When making the decision to ignite, Strathcona Resources must take the following into consideration

- The increased risk(s) of delayed ignition.
- Whether the perimeter of the hazard area has been established.
- Whether the public have been evacuated from the area.

- Whether ignition will worsen the situation by endangering the public or the environment or cause damage to the equipment used to control the product.
- Changing weather conditions.
- If wind direction has been established and is it being continually monitored.
- If the possibility of an explosion been assessed (eg. obstructions or regions of congestion within the perimeter of the dispersing vapour cloud).

HVP Product Release from a Pipeline or Cavern Storage Facility

Following an incident, the hazard associated with an HVP product release may be controlled or minimized by deliberately igniting the release. Ignition of an HVP product release should occur only after the position of the plume has been established, after careful deliberation, and only when safe to do so.

Until such time that a decision has been made to ignite a release, Strathcona Resources should take steps to minimize any chance of unplanned ignition in the area.

When making the decision to ignite, Strathcona Resources must take the following into consideration

- The increased risk(s) of delayed ignition.
- Whether the perimeter of the hazard area has been established.
- Whether the public have been evacuated from the area.
- Whether ignition will worsen the situation by endangering the public or the environment or cause damage to the equipment used to control the product.
- Changing weather conditions.
- If wind direction has been established and is it being continually monitored.
- If the possibility of an explosion been assessed (eg. obstructions or regions of congestion within the perimeter of the dispersing vapour cloud).

The Incident Commander has the authority to direct ignition of the release. The Ignition Unit should be certified in HVP product ignition and be properly equipped to ignite the pipeline within the planned time limits for which the EPZ was designed.

If Strathcona Resources does not agree to ignite a release or is not prepared to take the necessary steps to ignite the well, AER / MER senior staff may make that decision.

Assessment and Ignition Criteria Flowchart – *AER Directive 71*

During a release of H_2S, assess the following:

- Risk of exposure / injury to the public or response workers
- Proximity to residences, public facilities, towns, or urban centres.
- Status of evacuations.
- Fire hazard after ignition in relation to adjacent forested or cropland area.
- Safety of Ignition Unit (hazard area identification, protective gear).

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Ignition must take place when one of the following conditions has been met:

- Although required, evacuation of the response zones has not taken place.
- Monitoring results indicate H_2S concentrations in excess of 10 ppm over a 3 minute average in unevacuated parts of the EPZ.
  If monitored levels are declining, then the situation needs to be continuously assessed for ignition.
- Monitored H_2S concentrations exceeded 1 ppm (1 hour average) in urban density developments.
- Monitoring is not taking place due to weather or unforeseen circumstances.
- The release cannot be brought under control in the short term (ignition decision will be made in consultation with the AER).

Once any of the above criteria has been met, ignition must occur within 15 minutes of the decision to ignite.

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- Conduct pre-ignition planning.
- Attempt ignition.

2.8 Isolation of the EPZ

Establishing and managing manned roadblocks in order to prohibit unauthorized entry into the response zones may become necessary during a sour gas or HVP product release that could potentially jeopardize public safety.

It may become necessary to obtain a fire hazard order, issued by the AER / MER or to declare a State Of Local Emergency (SOLE) to restrict access to a designated area. A SOLE may be declared by the local authority or by AHS / SHA if decided it is prudent to do so.

Roads
Company employed roadblock personnel may set up roadblocks on lease roads. The local authority must authorize the establishment of roadblocks on public roads within the municipality. Alberta Transportation & Economic Corridors / SK Ministry of Highways must authorize road closures on Provincial highways. Municipal personnel may assist with maintaining roadblocks during an emergency response.

Trails
If applicable, access to trails may be restricted with roadblock personnel and / or municipal or provincial personnel.

Railroads
If applicable, CN, CPKC, or private railroad companies will need to be notified of the situation and will stop or relocate rail traffic.

Rivers
If applicable, rivers may need to be monitored to ensure that recreational users do not travel into the EPZ. This may be accomplished by working with municipal, provincial, or private companies.

Air
Notification to NAV Canada may be required to issue a Notice to Airmen (NOTAM) to advise pilots of airspace restrictions above the EPZ. A NOTAM may be requested at a Level 2 and 3 Emergency by the AER / MER.

Roadblocks can be staffed by:
- Strathcona Resources personnel.
- Contracted personnel.
- RCMP / Police.
- Municipal representatives.
- Alberta Transportation & Economic Corridors / SK Ministry of Highways, upon request and according to the *Energy Resources Industry Emergency Support Plan.*

Roadblock Unit members stationed at the roadblock locations shall be equipped with the appropriate PPE. Roadblock Units shall restrict access into the area to authorized personnel

only and maintain a record of persons entering or exiting the EPZ using the necessary forms located in the *Forms* Section.

Level 1 Emergency

- In regard to a well site emergency, the entrance to the well site shall be isolated with a roadblock. Additional roadblocks may be established as required.
- Persons allowed entry into the area shall be checked in, briefed on the existing conditions, and equipped with the appropriate PPE.

Level 2 or 3 Emergency

- In regard to a well site emergency, the EPZ shall be isolated during a Level 2 or 3 Emergency, by manned roadblock locations as directed by the Incident Commander.
- If the incident impacts municipal roadways or provincial highways, permission to block the road will be requested from Alberta Transportation & Economic Corridors / SK Ministry of Highways. The RCMP may provide assistance with roadblocks, if required.

2.9 Shelter in Place

Shelter in place is the practice of going or remaining safely indoors during an outdoor release of a hazardous substance.

Shelter in place has been demonstrated to be an effective response during the first few hours of a substance release where public would be at the highest risk outdoors. Sheltering creates an indoor buffer to protect an individual from high concentrations that may exist outside.

The goal of sheltering is to reduce the movement of air into and out of the building until either the hazard has passed, or other appropriate emergency actions can be taken.

Shelter in Place – H_2S Release
If evacuation is not possible, then sheltering in place can be used to protect members of the public, under certain conditions.

Depending on the volume, size, duration, or meteorological conditions, sheltering in place may not be a viable public protection measure within the IIZ during an H_2S release. In this situation the public safety aspects of sheltering in place will have to be continuously re-evaluated during the incident and assisted evacuation may be necessary to ensure public safety.

Members of the public within the EPZ but outside of the PAZ may be contacted and advised to initially shelter in place pending further instructions from a Strathcona Resources representative.

Shelter in Place – HVP Release
Sheltering is the primary public protection measure for an HVP product release. For HVP product releases, the IIZ and PAZ define a region adjacent to a release where plume concentrations may fall within the upper explosive limit and LEL and where the public may be directly exposed to flame if the plume ignited. For large failure events, this area reaches its maximum extent shortly after initiation of a failure and then declines. Inadvertent actions within this region may lead to ignition, thus sheltering is recommended until the position of the plume can be assessed and evacuation can take place safely.

Shelter in Place Instructions

- Immediately gather everyone indoors and remain there.
- Close and lock all windows and outside doors. If convenient, tape the gaps around the exterior door frames.
- Extinguish indoor wood burning fires. If possible, close flue dampers.
- Turn off appliances or equipment that either:
  - Blow out inside air, such as bathroom and kitchen exhaust fans, built-in vacuum systems, gas stoves, gas fireplaces, clothes dryers.
  - Suck in outside air, such as heating ventilation and air conditioning systems (HVAC) for apartments, commercial or public facilities, fans for heat recovery ventilators or energy recovery ventilators (HRV / ERV).
- Turn down furnace thermostats to the minimum setting and turn off air conditioners.
- Leave all inside doors open.
- Avoid using the telephone, except for emergencies, so that emergency personnel can contact you.
- Contact emergency number provided at time of notification if you are experiencing symptoms or smelling odours or if you have contacted local emergency services, this allows responders to coordinate their response.
- Stay tuned to local radio and television for possible information updates.
- If you see people outside, do not leave until told to do so.
- If you are unable to follow these instructions, please contact the emergency number provided at time of notification.
- After the hazardous substance has passed through the area you will receive an all-clear message from emergency response personnel along with instructions to ventilate your building by opening all windows and doors, turning on fans and turning up thermostats. During this time, the air outside may be fresher, and you may choose to leave your building while ventilating.
- Once the building is ventilated, return all equipment to normal.

If sheltering procedures are implemented, continuous telephone contact with sheltered individuals will be maintained until a safe evacuation can be conducted or the emergency is resolved.

Sheltering indoors is a viable public protection measure in circumstances when:

- There is insufficient time or warning to safely evacuate the public that may be at risk.
- Residents are waiting for evacuation assistance.
- The release will be of limited size and/or duration.
- The location of the release has not been identified.
- The public would be at higher risk if evacuated.

3.0 Levels of Emergency

This ERP is implemented using an alert and three emergency levels. Levels of Emergency may be implemented in sequence or initiated at any level, depending on the severity of the problem.

Once the magnitude of the problem has been determined, the first person on scene shall assume the role of Incident Commander. The Incident Commander will activate the ERP if the situation warrants. Additional contacts are then made to fully implement the ERP.

Strathcona Resources is responsible for the management of emergency situations relating to its operations. Should an emergency occur, Strathcona Resources shall activate this ERP and work with the affected municipality, the AER / MER and other provincial government departments, as required.

3.1 Classifying Incidents and Responses

Alert
An Alert is an incident that may be handled by the duty holder through normal response procedures and may be deemed low risk to the public. An unrefined hydrocarbons, or associated byproducts, or waste release has or may have potential to extend beyond the duty holder's property but imminent control of the hazard is probable. It is unlikely that the incident will escalate further.

Level 1 Emergency
A Level 1 Emergency is an incident where an uncontained release extending beyond the duty holder's property has / or could impact the public or sensitive terrain. Containment operations are proceeding, and the duty holder will bring the hazard under control using internal and / or external resources.

Level 2 Emergency
A Level 2 Emergency is an incident where an uncontained release extending outside an energy resources facility has impacted the public or sensitive terrain. Control operations have been started, and imminent and / or intermittent containment of the hazard is possible. The hazard can be brought under control utilizing the duty holder's in-house and / or external resources.

Level 3 Emergency
A Level 3 Emergency is an incident where the safety of the public is in jeopardy from a major uncontrolled hazard. There are likely significant and ongoing environmental impacts. Immediate multi agency municipal and provincial government involvement is required.

At a Level 2 or 3 Emergency, the Alberta government will activate the Provincial Emergency Coordination Centre (PECC) through the *Energy Resources Industry Emergency Support Plan*, and the Saskatchewan government will activate the Provincial Emergency Operations Centre (PEOC). The PECC / PEOC is an operations centre where one member from each

response agency gathers to coordinate a response effort. Strathcona Resources will supply a representative in the PECC / PEOC.

The AER has developed an *Assessment Matrix* to ensure incidents can be classified by industry, local authorities, AHS / SHA, and government agencies on a consistent basis throughout the province.

As a best practice Strathcona Resources Ltd has adopted the AER requirements as a minimum for operations in Saskatchewan.

The duty holder must use the *Assessment Matrix for Classifying Incidents* to classify an incident.

Assessment Matrix for Classifying Incidents

Table 1 – Consequence of Incident

Rank	Category	Example of Consequence in Category
1	Minor	▪ No worker injuries. ▪ Nil or low media interest. ▪ Liquid release contained on site. ▪ Gas release impact on site only.
2	Moderate	▪ First aid treatment required for on lease worker(s). ▪ Local and possible regional media interest. ▪ Liquid release not contained on site. ▪ Gas release impact has the potential to extend beyond lease.
3	Major	▪ Worker(s) require hospitalization. ▪ Regional and national media interest. ▪ Liquid release extends beyond lease – not contained. ▪ Gas release impact extends beyond lease – public health / safety could be jeopardized.
4	Catastrophic	▪ Fatality. ▪ National and international media interest. ▪ Liquid release off lease – not contained – potential for, or is, impacting water or sensitive terrain. ▪ Gas release impact extends beyond lease public health / safety jeopardized.

Table 2 – Likelihood of Incident Escalating

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

Table 3 – Incident Classification

Risk Level		Assessment Results
Use the sum of the numbers gathered from tables 1 and 2 to obtain the risk level and the incident classification below.		
2 – 3	**Very Low**	**Alert**
4 – 5	**Low**	**Level 1 Emergency**
6	**Medium**	**Level 2 Emergency**
7 – 8	**High**	**Level 3 Emergency**

Table 4 – Incident Response				
Incident Classification				
Responses	**Alert**	**Level 1 Emergency**	**Level 2 Emergency**	**Level 3 Emergency**
Internal Communications	Discretionary, depending on duty holder policy.	Notification of off site management.	Notification of off site management.	Notification of off site management.
External Public Communications	Courtesy, at duty holder discretion.	Mandatory for individuals who have requested notification within the EPZ.	Planned and instructive as per the specific ERP.	Planned and instructive as per the specific ERP.
Media Communications	Reactive, as required.	Reactive, as required.	Proactive media management to local or regional interest.	Proactive media management to national interest.
Government Communications	Reactive, as required. Notify AER / MER if the public or media is contacted.	Notify AER / MER. Call local authority and AHS / SHA, if the public or media is contacted.	Notify AER / MER, local authority, and AHS / SHA.	Notify AER / MER, local authority, and AHS / SHA.
Internal Actions	On site, as required by duty holder.	On site, as required by duty holder. Initial response undertaken in accordance with the specific or corporate level ERP.	Predetermined public safety actions are under way. Corporate management team alerted and may be appropriately engaged to support on scene responders.	Full implementation of incident management system.
External Actions	On site, as required by duty holder.	On site, as required by the duty holder.	Potential for multi agency response. (municipal-federal)	Immediate multi agency response. (municipal-federal)
Internal Resources	Immediate and local. No additional personnel required.	Establish what resources would be required.	Limited supplemental resources or personnel required.	Significant incremental resources required.
External Resources	None.	Begin to establish resources that may be required.	Possible assistance from external support services, as required.	Assistance from external support services, as required.

3.2 Confirmation of Incident

Strathcona Resources may be alerted of an incident through electronic warning systems, by manual inspections of an asset, or by a public concern. All odour complaints, public concerns or abnormal operating situations reported to or observed by company personnel shall be investigated and acted upon immediately. In these instances, a trained / experienced company representative equipped with appropriate personal protective equipment (PPE) will investigate the incident, monitor, and confirm a location and activate the emergency response plan.

3.3 Reporting and Notification Procedures

3.3.1 Alberta

The duty holder must contact the AER immediately after it has communicated and activated internal response resources to confirm the level of emergency and convey the specifics of the incident.

After contacting the AER, the duty holder must notify the local authority, RCMP / police, AHS and government agencies and support services required to assist with initial response, if the hazardous release goes offsite and has the potential to impact the public, or if the duty holder has contacted members of the public or the media.

The duty holder must notify the rest of the public within the EPZ as soon as notification attempts have been completed for the public in the response zones (IIZ and PAZ).

The duty holder must advise the public within the EPZ of appropriate public protection measures.

Alert
Strathcona Resources will not normally notify the public within an EPZ at during an Alert. However, it may be deemed necessary to notify the nearest downwind occupants to the release / hazard.

During an Alert:
- The AER must be notified if members of the public or media are contacted.

Level 1 Emergency
Strathcona Resources will notify those members of the public within the EPZ, if applicable, who have requested early notification or have indicated that they have special needs requiring additional attention once public protection measures are implemented.

At a Level 1 Emergency:
- The AER must be notified.
- The local authorities and AHS must be notified if members of the public or media are contacted.

Level 2 and 3 Emergency

Strathcona Resources will notify all members of the public within the EPZ, if applicable, at a Level 2 or 3 Emergency.

At a Level 2 or 3 Emergency:
- The AER must be notified.
- The local authorities and AHS must be notified.

Reporting Information

The First Call Communication Form (*Forms* Section) assists with gathering incident specific information when reporting an incident.

The following information should be recorded and communicated to responders:
- Any injury or loss of life.
- Name of injured or fatality.
- Source, time, and location of emergency.
- Cause and severity of emergency.
- Steps that have been taken or are in progress to control emergency.
- Equipment and assistance required.
- Proximity to sensitive areas.
- Volume of spill, rate of release, and gas concentration.
- Wind speed and direction.

3.3.2 Saskatchewan

Incident Response Process
An operator must carry out the following actions in relation to any of the listed incidents:
1. **NOTIFY** the MER in accordance with the requirements of *Directive PNG014: Incident Reporting Requirements*;
2. **ACTIVATE** its ERP where required and take immediate steps to resolve the incident;
3. **REMEDIATE** or, where necessary, reclaim the affected area to the satisfaction of ER officials; and,
4. **SUBMIT** detailed information and reports in the Integrated Resource Information System (IRIS) on the incident and the actions taken to resolve the matter.

Appendix 3 from Directive PNG014 shows a flow chart of the incident response reporting process and timelines. It has been included in the following pages for reference.

Immediate Telephone Notification by Operator
An operator is required to immediately notify the MER's Emergency Support line of the discovery of any incident listed in the following Appendix 1 from Directive PNG014, except for the following types of incidents:
- Contact damage to a flowline or pipeline that does not result in a break or leak; or
- Any on-lease release of oil, condensate, emulsion or salt water that is less than 10.0 m^3.

On-lease releases or contact damage that are exempt from immediate telephone notification still require MER notification using IRIS no later than five (5) business days after discovery.

Note: The Emergency Support line is available 24 hours per day, seven days per week. Operators are to call this number as soon as they discover an incident subject to immediate telephone notification.

IRIS Notification by Operator
All incidents listed in Appendix 1 must be promptly reported in IRIS not later than five (5) business days after the discovery of the incident. This requirement is in addition to the requirement for immediate telephone notification by an Operator.

Once an incident is recorded in IRIS, the operator must comply with reporting requirement timelines set out in Directive PNG014 as established from the date of discovery.

Notification by Person Other than an Operator
If a spill or other incident occurs while a product or waste is being transported, the owner of the product or waste must report the incident by either telephone or IRIS notification.

In the event of an incident of unknown origin, any person who witnesses or has information on the incident may provide notification to the Emergency Support line**.**

Appendix 1 - Incidents Subject to Notification and Reporting

Type	Incident	Substance	Location	Description
General Field Operations	Fire	All	All	Any fires resulting from the operation of a licensed well, facility, pipeline or flowline.
	Release or Spill	Naturally Occurring Radioactive Materials (NORM)	All	Any volumes
		Oil by-products or oily produced sands	All	Any volume released that is not approved under GL97-02[1]
	Blow-out	All	All	Any uncontrolled release of gases or fluid from a well
	Kicks	All	All	Any controlled diversion of gases or fluid from the well to a flare tank.
Pipeline or Flowline Operation	Contact Damage	All	All	Any contact damage to a flowline or pipeline
	Break	All	All	Any break to a flowline or pipeline
	Leak, malfunction of any equipment or a worker error resulting in the escape or release of a substance	Oil, salt water, condensate or other product	Off Lease	Any volume
			On Lease	All releases that are > 2.0 cubic meters (m^3) of fluid.
		Gas Containing Hydrogen Sulfide (H_2S)	All	Any volume at any concentration.
		Natural Gas	All	Any volumes where: 1. the released volume exceeds 30 000 m^3; 2. the release is within a road or railway right-of-way; or 3. the release is within 150 metres of any dwelling.
Horizontal Directional Drilling (Pipeline/Flowline Installation)	Release, Spill or Frac-Out	Drilling Fluid	All	Any volume
Drilling or Fracturing Operation	Release or Spill	Drilling wastes	All	Any volume released that is not approved under GL99-01[2]
		Fracturing Wastes	All	Any volume released that is not approved under GL2000-01[3]
Well or Facility Operation	Break, leak, malfunction of any equipment or intentional or unintentional action resulting in an escape or release	Oil, salt water, condensate, oil and gas waste, emulsion or product	On-lease	All volumes ≥2.0 m^3 or 2000 liters requires reporting but only volumes ≥10.0 m^3 or 10000 liters require notification
			Off-lease	Any volume
		Refined Chemical	On-lease	All volumes ≥0.5 m^3 or 500 liters
	Escape or Release	Gas containing H		Any volumes where: 1. The concentration of H_2S exceeds 0.1 % or 1000 ppm or 1.0 mole H_2S/kilomole from solids, liquids or gas during production or transportation (truck or transmission via pipeline/flowline); or 2. The released volume poses a danger to human health, domestic animals, wildlife or the environment.

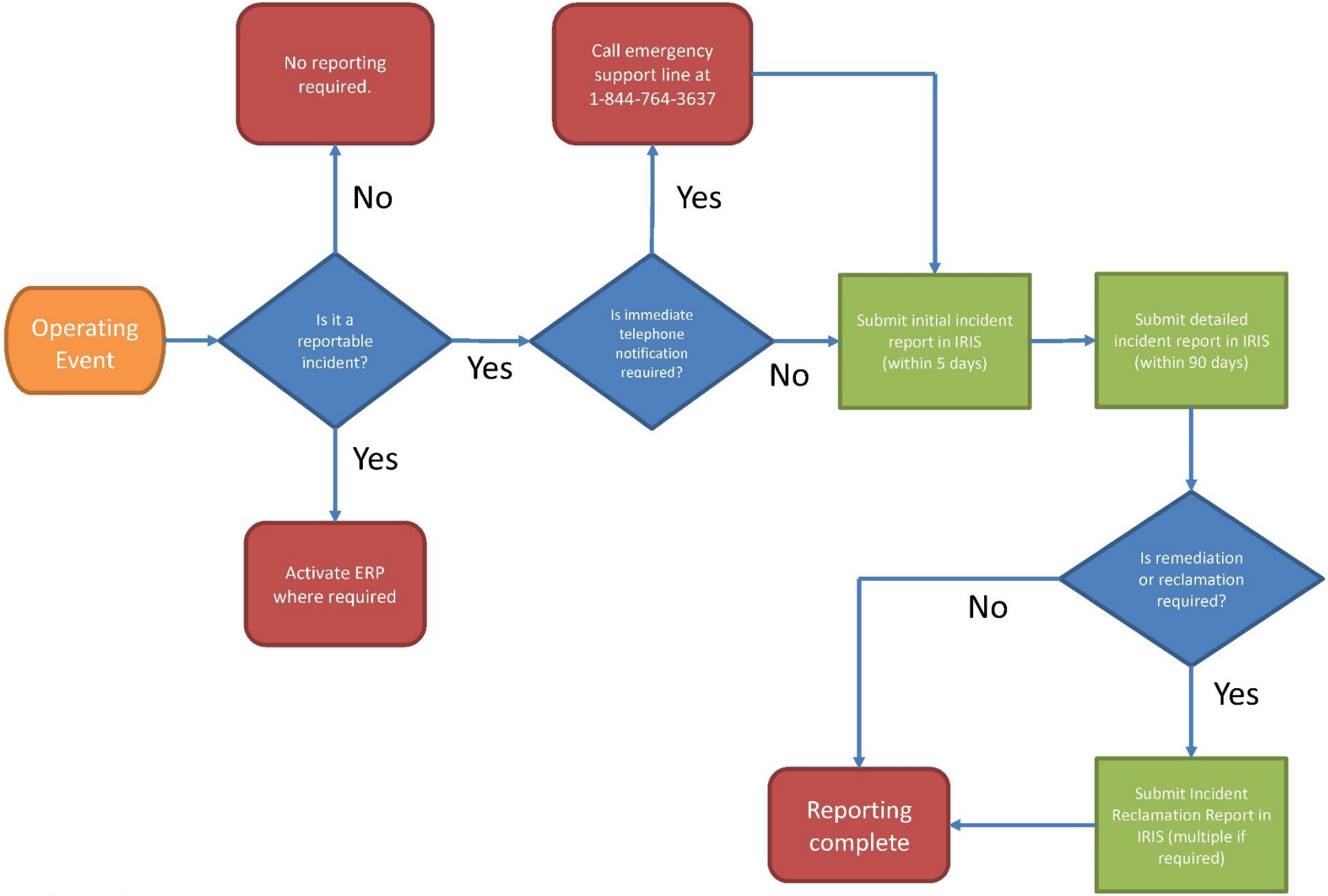
Note: Please refer to the following guidelines for reference in Appendix 1.

1. GL 97-02. Guideline for the Application of Oily Byproducts to Municipal Roads in Saskatchewan http://www.publications.gov.sk.ca/details.cfm?p=75542

2. GL 99-01. Saskatchewan Drilling Waste Management Guideline http://www.publications.gov.sk.ca/details.cfm?p=75536

3. GL 2000-01. Saskatchewan Hydraulic Fracturing Fluids and Propping Agents Containment and Disposal Guidelines http://www.publications.gov.sk.ca/details.cfm?p=76209

Appendix 3 - Incident Reporting Flow Chart



3.4 Public Protection Beyond the Emergency Planning Zone

In the unlikely event that public protection measures are required beyond the EPZ, they will be conducted in accordance with the duty holder's arrangement with the local authority.

3.5 Downgrading the Emergency

The decision to downgrade from an Alert will be made by the Incident Commander.

Once the situation improves, the duty holder must make the decision to downgrade or stand down an emergency in consultation with the AER / MER.

The decision to downgrade from a Level 1, 2 or 3 Emergency will be made by the duty holder in conjunction with the AER / MER. The AER / MER will consult with other applicable agencies, including AHS / SHA, and confirm with the duty holder that a decision to downgrade is appropriate.

3.6 Return to Normal – End of Evacuation

The decision to end emergency operations / return to normal operations will be made by the duty holder in conjunction with the local authority, AER / MER, and the Alberta Emergency Management Agency (AEMA) / Saskatchewan Public Safety Agency (SPSA). The duty holder will develop a return to normal plan that outlines procedures to ensure the safe return of all occupants / transients.

4.0 Response Structure

Strathcona Resources has adopted the Incident Command System (ICS) as the communication and response model that will guide and assist in preserving life, the environment, and property in the event of an emergency.

Key ICS Principles

- Flexible organizational structure with role descriptions.
- Ability to respond to small or large multi-agency incidents.
- Common terminology used by all agencies.
- An integrated communications system.
- A manageable span of control. A supervisor can only effectively manage a certain number of personnel – three to seven – with an optimal ratio of five personnel to one supervisor.
- A personnel and resources accountability system.
- Designated incident facilities.
- Use of incident action plans.
- Unity of command – each person reports to only one supervisor.

Benefits of Using ICS

- Cost effective emergency planning.
- Only those positions or functions which are needed are activated.
- More than one position may be assigned to an individual.
- Effective incident management for fires, explosions, spills, releases and other emergency situations.
- ICS organizational structure does not change with changes in personnel.

The scale of emergency will determine if the event is handled solely by one person, one team, or all components. The size or number of response roles activated will depend on the requirements of the emergency. Additionally, response roles may be filled by responders from outside agencies and / or support services. Therefore, the number of response positions assigned to Strathcona Resources representatives will be based upon the number of available personnel and the roles necessary to carry out the response. Responders may also fill more than one response role until additional responders arrive and are briefed on their assigned responsibilities.

Large scale incidents may require the use of a unified command involving Strathcona Resources, regulatory bodies and local authorities. Unified command enables multiple agencies to manage an incident together by having a common set of objectives and strategies. This also allows joint decisions to be made within a single command structure.

4.1 Incident Command Post (ICP)

The ICP is the location from which the Incident Commander oversees all incident operations and is designed to assess the situation, manage on site emergency activities and coordinate the activities at the site. The ICP should be positioned outside of the present and potential hazard area but close enough to the incident to maintain command. The ICP may be located in a vehicle, a trailer at the site, or in a nearby building. For safety purposes the ICP may have to change locations during the event.

Members of the ICP may be requested to:
- Develop and direct the implementation of public protection measures.
- Identify the EPZ and when it is safe for responders to enter.
- Ensure that people inside the EPZ are accounted for and initiate a search if required.
- Establish objectives and priorities.
- Determine needs and request additional resources from the EOC.
- Manage emergency response resources.
- Ensure the ERP is implemented.
- Monitor changing conditions.
- Ensure planning meetings are scheduled as required.
- Develop implementation of both action and site safety plans.
- Keep the EOC informed of all decisions.
- Advise EOC at the end of emergency operations.
- Participate in debriefing.

Functions and representation includes:

Command Staff
- Incident Commander – responsible for overall command of the incident site. Works with the EOC Director at the Emergency Operations Centre (EOC).
- Liaison Officer – contact and maintain contact with municipal, provincial and if required federal agency representatives as well as non-government organizations. Works with the EOC Liaison Support.
- Safety Officer – monitor and assess the safety conditions and develop / recommend ways to ensure safety of assigned personnel at the incident site. Works with the EOC Safety Support.
- Public Information Officer – act as spokesperson at the incident site in the event that media arrives at the site. Disseminate information to incident site personnel. Works with the EOC Public Information Support.

General Staff
Operations Section Chief – determine and implement tactical objectives, conduct tactical operations and direct all resources at the incident site. Work with the Incident Commander. Directs the response actions of the following personnel:
- Staging Area Supervisor

- Site Control Group Supervisor
  - Ignition Unit – Strathcona Resources personnel, contracted source, or mutual aid.
  - Isolation Unit – Strathcona Resources personnel, contracted source, or mutual aid.
  - Containment Unit – Strathcona Resources personnel, contracted source, or mutual aid.
- Public Safety Group Supervisor
  - Air Monitoring Unit – Strathcona Resources personnel, contracted source, or mutual aid.
  - Roadblock Unit – Strathcona Resources personnel, contracted source, or mutual aid.
  - Rover / Evacuation Unit – Strathcona Resources personnel, contracted source, or mutual aid.
  - Reception Centre Unit – Strathcona Resources personnel or government personnel.
  - Telephone Unit – Strathcona Resources personnel, contracted source, or mutual aid.

Additionally on site responders will be responsible for site control and security, including the following.

- Perimeter and site control.
- Methods for keeping track of responders.
- Hazard identification.
- Personal protective equipment.
- Monitoring of individuals and the environment.
- Emergency medical care.
- Site evacuation and rescue plans.
- Communications and warning protocols.
- Plans for partial of full decontamination.
- Rest periods and rehabilitation services for responders.
- Security – may also be RCMP / Police if available.

Planning Section Chief* – develop the action plan, evaluate information and maintain the status of resources.

- Resources Unit – responsible for all check in activity. Maintains status of all personnel and equipment.
- Situation Unit – collect, analyze and process information on the current situation. Create and maintain situation status board, summaries and display of maps.
- Documentation Unit – prepare Incident Action Plan. Maintain all incident documentation.
- Technical Specialists – provide specialized skills or expertise that may be required for a limited time.
- Demobilization Unit – develops an Incident Demobilization Plan and distributes it both at incident and elsewhere as necessary.

Logistics Section Chief* – provide support and resources to meet the needs of the incident.

- Communications Unit – develop communications plan, distribute, and maintain communications equipment (radios, phones).
- Medical Unit – develop medical plan, organize emergency medical transportation, and provide first aid to responding personnel.

- Food Unit – determine and supply food and drinking water requirements to responding personnel.
- Supply Unit – order, store and maintain supplies and equipment.
- Facilities Unit – set up and maintain any facility that may be required to provide support for the incident.
- Ground Support Unit – provide transportation and maintenance of vehicles, including fuelling.

Finance / Administration Section Chief* – provide accounting, procurement, administrative and cost analysis services. Monitor costs associated within the incident site.

- Time Unit – ensure all personnel time related to the incident is recorded.
- Procurement Unit – process administrative paperwork with equipment rental, supply contracts, and time reporting.
- Compensation & Claims Unit – documentation related to Workers' Compensation, injuries and / or illness, investigation of damaged property associated with the incident.
- Cost Unit – collect all information related to costs, provide cost estimates and recommendations for cost savings.

*Planning, Logistics and Finance / Administration Section Chiefs may be located at the EOC.

4.2 Emergency Operations Centre (EOC)

The EOC is designed as support to the ICP and links to the EOC.
Under the ICS system, the EOC is the facility that supports emergency response operations at the site of the incident.

The EOC shall be located in the Strathcona Resources Head Office in Calgary.

- EOC Director – Coordinate the response to site or ICP from the EOC.
- Liaison Support – Contact and maintain contact with municipal, provincial and, if required, federal agency representatives as well as non-government organizations. Works with the Liaison Officer at site.
- Safety Support – Monitor and assess the risk management factors that may affect Strathcona Resources. Provide legal advice or work directly with the legal department.
- Public Information Support – Act as a spokesperson for Strathcona Resources. Works with the Public Information Officer at the incident site or ICP.
- Operations Support – Assist in determining tactical objectives at the incident site. Works with the Operations Section Chief at the incident site.
- Planning Support – Assists with development of the Incident Action Plan and disseminating operational information. Works with the Planning Section Chief at the incident site or ICP.
- Logistics Support – Assists with providing support and resources to meet needs of the incident. Works with the Logistics Section Chief at the incident site or ICP.
- Finance Support – Assists with financial services to support incident management activities. Works with the Finance Section Chief at the incident site or ICP.

Members of the EOC may be requested to:

- Make key decisions.
- Provide technical information.
- Establish communications with outside agencies and liaise with government agencies.
- Procure and approve the use of additional resources.
- Monitor the effectiveness of the response.
- Establish long term mitigation objectives.
- Gather information and record details of the response.
- Coordinate release of information to the public in a timely matter.

Activation of additional personnel / additional EOC functions may be determined and be initiated upon initial incident notification or possibly be determined as an incident escalates in severity or impact potential.

4.3 Provincial Emergency Coordination Centre (PECC) / Provincial Emergency Operations Centre (PEOC)

The PECC is a command centre established by the Alberta Government in a suitable location to manage larger aspects of the emergency that is manned jointly by government agencies. The PEOC is the Saskatchewan Government equivalent. Strathcona Resources may send representatives to the PECC / PEOC.

4.4 Staging Area

- The Staging Area is to be used for initial drop off of heavy equipment and large numbers of personnel used in an emergency response. This will aid the efficiency and preparedness of all equipment movement into the EPZ when required.
- The Staging Area may be a contracted source and a Staging Area Manager would be appointed to report directly to the Operations Section Chief.
- Resources in the Staging Area need to be ready for deployment and should be located within five minutes from the incident site, if at all possible. When establishing the Staging Area, ensure that it has adequate entrance and exit routes and is on a paved surface, if possible.

The Staging Area will be established at the time of the incident depending on the location of the incident.

4.5 Reception Centre

Reception Centres are established in order to provide a safe place for people within an EPZ to evacuate to during an emergency. Local authorities may have predetermined reception centre locations identified within their MEP. Contact with the local authority will ensure a coordinated response between the municipality and Strathcona Resources. A company representative will be assigned to travel to the Reception Centre, check in evacuees and coordinate activities along with local authority representatives.

Reception centres will be established at the time of the incident based on the location and needs of the incident.

Services provided include:
- Registration and inquiry
- Emergency food services
- Emergency clothing services
- Emergency lodging services
- Personal services

Possible Reception Centre locations are listed in the *Area Summaries* in the *Assets and Equipment* Section.

When required, the Reception Centre must be activated a safe distance from the release source.

4.6 Helibase

- The Helibase is where the aircraft is fuelled and maintained.
- If helicopter evacuation is, or may be a requirement, the helicopter services will be placed on standby at a Level 1 Emergency.

If required, the Helibase will be established at the time of an incident based on the location of the incident and / or the location of the available aircraft.

4.7 Helispot

- The Helispot is the temporary location where the helicopter can land to load or unload evacuees, equipment and supplies.
- Rover / Evacuation personnel will be located at each Helispot to assist evacuees.

If required, the Helispot will be established at the time of an incident based on the location of the incident.

Note: Helicopters equipped with loud hailers or loudspeakers may be used in an evacuation to locate transients, residents and other area operators within the EPZ or where the evacuation area has been expanded in areas where H_2S and SO_2 exceed evacuation levels or health effects are apparent.

STRATHCONA RESOURCES LTD

INCIDENT COMMAND STRUCTURE

INCIDENT COMMANDER

SCRIBE / RECORDER

LIAISON OFFICER

SAFETY OFFICER

PUBLIC INFORMATION OFFICER

EOC DIRECTOR

EXECUTIVE / CRISIS MANAGEMENT TEAM

SCRIBE / RECORDER

LIAISON SUPPORT

SAFETY SUPPORT

PUBLIC INFORMATION SUPPORT

OPERATIONS SUPPORT

PLANNING SUPPORT

LOGISTICS SUPPORT

FINANCE SUPPORT

OPERATIONS SECTION CHIEF

STAGING AREA SUPERVISOR

SITE CONTROL GROUP SUPERVISOR

IGNITION UNIT

CONTAINMENT UNIT

PUBLIC SAFETY GROUP SUPERVISOR

RECEPTION CENTRE UNIT

AIR MONITORING UNIT

ROADBLOCK UNIT

ROVER / EVAC UNIT

TELEPHONE UNIT

ISOLATION UNIT

PLANNING SECTION CHIEF

RESOURCES UNIT

SITUATION UNIT

DOCUMENTATION UNIT

TECHNICAL SPECIALIST

DEMOBILIZATION UNIT

LOGISTICS SECTION CHIEF

FOOD UNIT

MEDICAL UNIT

COMMUNICATION UNIT

GROUND SUPPORT UNIT

FACILITIES UNIT

SUPPLY UNIT

FINANCE SECTION CHIEF

PROCUREMENT UNIT

COST UNIT

TIME UNIT

COMPENSATION UNIT

Positions indicated may be activated at either the ICP or EOC

5.0 Roles and Responsibilities

The following roles and responsibilities outline possible response activities at a Level 1, 2 or 3 Emergency. These checklists do not incorporate everything that is required in a response, rather they are guidelines to assist in processing the initial steps and responsibilities. Although these emergency response duties are written specifically for certain Strathcona Resources position titles, they are not a closed list of duties that might be required during a particular emergency situation. Duties under one position may be delegated to another as the need arises.

5.1 Roles and Responsibilities Checklists

The following pages distinguish each response area and member specific roles and responsibilities. The roles are separated by page so that each role can be individually removed from the manual during a practice or actual emergency.

Section	Role	Page	Section	Role	Page
5.2	Incident Commander	2	5.17	Telephone Unit	24
5.3	Safety Officer	4	5.18	Planning Section Chief	25
5.4	Public Information Officer	5	5.19	Documentation Unit	26
5.5	Liaison Officer	6	5.20	Logistics Section Chief	27
5.6	Operations Section Chief	7	5.21	Finance / Administration Section Chief	28
5.7	Site Control Group Supervisor	9	5.22	EOC Director	29
5.8	Public Safety Group Supervisor	10	5.23	Liaison Support	31
5.9	Staging Area Supervisor	12	5.24	Safety Support	32
5.10	Reception Centre Unit	13	5.25	Public Information Support	33
5.11	Air Monitoring Unit	15	5.26	Operations Support	34
5.12	Roadblock Unit	17	5.27	Planning Support	35
5.13	Rover / Evacuation Unit	19	5.28	Logistics Support	36
5.14	Ignition Unit	21	5.29	Finance / Administration Support	37
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5.2 Incident Commander

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Provide overall command of the incident site.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio
Forms:	ICS 201 Form, Incident / Event Log, Incident Investigation Report, Spill Report Form, Motor Vehicle Collision Supplementary Report, Suspect & Vehicle Identification Worksheet, Preliminary Media Statement, External Agency Post Incident Evaluation

Level 1	Completed By	Time Completed
❑ Confirm emergency situation (size up).		
❑ What is the nature of the incident?		
❑ What hazards are present?		
❑ How large an area is affected?		
❑ Are all on site personnel accounted for?		
❑ Are there any injuries? Call for medical help. If it is safe to do so, commence first aid treatment.		
❑ Eliminate all ignition sources.		
❑ Advise immediate supervisor.		
❑ Discuss response and confirm EPZ (if applicable).		
❑ Declare appropriate level of emergency.		
❑ Contact required emergency support services (ambulance, fire, etc.).		
❑ Secure area.		
❑ Determine location and establish the Incident Command Post.		
❑ Implement corrective / control procedures.		
❑ Determine location and establish Staging Area (if required).		
❑ Determine entrance / exit routes and safe routes that are appropriate for the flow of emergency responders and equipment.		
❑ Mobilize required Command and General Staff.		
❑ Notify the Operations Section Chief to mobilize the Telephone Unit - to begin evacuation notification telephone calls to members of the public requesting early notification (if applicable) at a Level 1 Emergency, trappers and other area users.		
❑ Direct Operations Section Chief to mobilize the following units, as required:		
❑ Air Monitoring Unit – on site and off site.		
❑ Rover / Evacuation Unit – to begin evacuation of residents and trappers on a voluntary basis.		
❑ Reception Centre Unit – to establish the reception centre and commence receiving evacuees.		

5.2 Incident Commander

Level 1 - Continued	Completed By	Time Completed
❑ Roadblock Unit – to establish roadblock(s) at the entrance(s) to the incident site.		
❑ Ensure the AER / MER and RCMP / Police have been notified and requested to call other government agencies, as required.		
❑ Ensure the local authority and AHS / SHA are called if the public or media have been contacted.		
❑ Record information received from outside sources and investigate.		
❑ Ensure all required resources (equipment, supplies and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status reports to EOC.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Continue to implement control procedures and direct on site personnel.		
❑ Make preparations for possible relocation of Incident Command Post, if required.		
❑ Direct Site Control Group Supervisor to mobilize the Ignition Unit and ensure equipment is in a state of readiness.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
❑ Ensure the Ignition Unit has been directed to begin ignition procedures if ignition criteria has been met.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Request a damage assessment report from the Operations Section Chief.		
❑ Ensure all necessary site investigations are completed before cleanup and repair begins.		
❑ Advise and direct Operations Section Chief regarding cleanup, repair and resumption of operations.		
❑ Ensure all affected public have been notified of the demobilization and have received assistance.		
❑ Conduct debriefings with personnel involved in the emergency response.		
❑ Ensure Critical Incident Stress Debriefing (CISD), is available to staff and evacuees, as appropriate.		
❑ Participate in incident debriefing and analysis meetings, document improvement preparedness, and response opportunities.		
❑ Collect all forms and documentation.		
❑ Prepare post incident report and submit to the EOC Director.		

5.3 Safety Officer

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Assess / monitor safety hazards or unsafe conditions, develop measures to ensure response personnel.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio
Forms:	Incident / Event Log, Incident Investigation Report, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Maintain communication with the Incident Commander and ensure safety procedures are being adhered to.		
❑ Travel to the Incident Command Post, if required.		
❑ Coordinate safety strategies and provide support as required.		
❑ Advise the responding personnel of safety requirements.		
❑ Determine the need for additional personnel and equipment, in consultation with the Incident Commander in regards to safety.		
❑ Sets up, deploys and maintains medical, fire, breathing and resuscitation apparatus, H_2S and SO_2 portable hand-operated and continuous monitoring equipment and audible alarm system.		
❑ Ensures personnel on site have the necessary breathing apparatus, first aid qualifications (including H_2S casualty resuscitation techniques) and casualty rescue training.		
❑ Ensure all required resources (equipment, supplies and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.4 Public Information Officer

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Provide timely information to media / public seeking information regarding incident. Act as spokesperson at the incident site if and when media arrives. Work with EOC Public Information Director.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Preliminary Media Statement

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Incident Commander.		
❑ Act as spokesperson at the incident site in the event that media arrives.		
❑ Disseminate information to personnel at incident site.		
❑ Notify joint venture partners and other parties (as required).		
❑ Ensure all public and media inquiries are to be coordinated through the EOC Public Information Director and the AER / MER.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.5 Liaison Officer

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Coordinate with representatives from regulatory and assisting agencies. Notify the AER / MER, RCMP, Local Authorities, AHS / SHA, and government agencies.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio
Forms:	First Call Communication Form, Incident / Event Log, Suspect and Vehicle Identification Worksheet, External Agency Post Incident Evaluation

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Incident Commander.		
❑ Notify and maintain contact with the government and regulatory bodies throughout the emergency – for example:		
❑ AER / MER		
❑ AEMA / SPSA		
❑ Local Authorities		
❑ RCMP		
❑ AB Environment & Protected Areas / SK Ministry of Environment		
❑ AB Transportation & Economic Corridors / SK Ministry of Highways		
❑ Alberta Health Services / Saskatchewan Health Authority		
❑ Occupational Health & Safety		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.6 Operations Section Chief

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Determine and implement tactical objectives, conduct tactical operations, and direct all resources at the incident site.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Proceed to the incident site and report to the Incident Commander.		
❑ Direct the Public Safety Group Supervisor to mobilize the following units as required:		
❑ Air Monitoring Unit – on site and off site.		
❑ Rover / Evacuation Unit – begin evacuation of residents and trappers on a voluntary basis.		
❑ Reception Centre Unit – establish the Reception Centre and commence receiving evacuees.		
❑ Roadblock Unit – establish roadblock(s) at the entrance(s) to the incident site.		
❑ Air Operations – if helicopter evacuation may be required put the helicopter services on standby.		
❑ Staging Area – as required.		
❑ Direct the Site Control Group Supervisor to mobilize the Site Control Units to begin corrective / control procedures.		
❑ Assign roles to personnel.		
❑ Record information received from outside sources and investigate.		
❑ Continue to implement corrective / control procedures.		
❑ Assess potential to escalate to a Level 2 Emergency.		
❑ Ensure all required resources (equipment, supplies and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Ensure Ignition Unit has been put on alert.		

5.6 Operations Section Chief

Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
❑ Continue to implement control procedures and direct on site personnel.		
❑ Direct Ignition Unit to begin ignition procedures if ignition criteria has been met.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Assess damage to assets (well site, pipeline or facility).		
❑ Provide assessment report to the Incident Commander.		
❑ Debrief all personnel on site and document improvement, preparedness and response opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.7 Site Control Group Supervisor

Name:	**Phone No.:**
Reports To: Operations Section Chief	**Phone No.:**
Mission:	Implement and direct control procedures, as required, for corrective purposes.
Resources:	ERP Manual, Maps, Forms, H_2S / SO_2 detection and monitoring equipment telephone and / or radio. Operations manuals and operating procedures, where established.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Upon notification of the incident, immediately proceed to the Incident Command Post and report to the Operations Section Chief.		
❑ Instruct Site Control Units to begin corrective / control procedures as instructed by the Operations Section Chief.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Operations Section Chief.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.8 Public Safety Group Supervisor

Name:	**Phone No.:**
Reports To: Operations Section Chief	**Phone No.:**

Mission:	Implement and direct procedures used to protect public safety.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio, H_2S / SO_2 detection and monitoring equipment.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Upon notification of the incident, immediately proceed to the Incident Command Post and report to the Operations Section Chief.		
❑ Mobilize the following units as required:		
❑ Air Monitoring Unit – on site and off site.		
❑ Rover / Evacuation Unit – begin evacuation of transients, industry operators, recreational users and trappers / guides on a voluntary basis.		
❑ Reception Centre Unit – establish the Reception Centre and commence receiving evacuees.		
❑ Roadblock Unit – establish roadblock(s) at the entrance(s) to the incident site.		
❑ Telephone Unit - to begin evacuation notification telephone calls to members of the public requesting early notification (if applicable) at a Level 1 Emergency, trappers and other area users.		
❑ Assign roles to personnel.		
❑ Record information received from outside sources and investigate.		
❑ Continue to implement corrective / control procedures.		
❑ Ensure all required resources (equipment, supplies and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Operations Section Chief.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Place Ignition Unit on standby.		

5.8 Public Safety Group Supervisor

Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
❑ Direct Ignition Unit to begin ignition procedures if ignition criteria has been met.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Assess damage to assets (well site, pipeline or facility).		
❑ Provide assessment report to the Operations Section Chief.		
❑ Debrief all personnel on site and document improvement, preparedness and response opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.9 Staging Area Supervisor

Name:	**Phone No.:**
Reports To: Operations Section Chief	**Phone No.:**
Mission:	Track and ensure the ready state of all personnel and resources at the Staging Area.
Resources:	Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Report to the designated Staging Area or report to the Incident Commander and decide on location with the Operations Section Chief and the Incident Commander.		
❑ When establishing the Staging Area, ensure that it has adequate entrance and exit routes and is on a paved surface, if possible.		
❑ Ensure personnel and equipment are prepared for assignments and ready for deployment within three minutes.		
❑ Maintain communications with the Operations Section Chief.		
❑ Keep accurate logs of activities at the Staging Area.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.10 Reception Centre Unit

Name:	**Phone No.:**
Reports To: Public Safety Group Supervisor	**Phone No.:**
Mission:	Responsible for Disaster Social Services (food, clothing, personal services, registration, inquiry, and lodging) needs of all evacuees.
Resources:	ERP Manual, Telephone and / or Radio, Reception Centre Kit from the local municipality.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Reception Centre Registration Form, Daily Expense Claim Form, School Children Registration Form

Level 1	Completed By	Time Completed
❑ Travel to incident scene, check in at Incident Command Post and report to the Public Safety Group Supervisor		
❑ Activate the Reception Centre, address concerns and assist with temporary accommodation, as required.		
❑ Coordinate Reception Centre efforts with the Local Authorities.		
❑ Begin to make arrangements for food at the Reception Centre.		
❑ Receive voluntary evacuees, create records of all persons who arrive at the Reception Centre and list those not accounted for using the appropriate form in the *Forms* Section.		
❑ Make a record of all evacuated Special Needs (if applicable) and advise the Telephone Unit f their arrival at the Reception Centre.		
❑ Record the destination of residents / public who have checked in. Record contact numbers for those who leave the evacuation centre		
❑ Provide lodging, personal services and clothing services as required.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Refer media inquiries to the Public Information Officer.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Public Safety Group Supervisor.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Alert Rover / Evacuation Unit of any members of the public requiring assistance that were not previously known.		
❑ Ensure that all members of the public within the EPZ have been notified and evacuated by working with the Rover / Evacuation Unit and the Telephone Unit.		

5.10 Reception Centre Unit

Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
❑ Commence with the development of a plan to provide services to evacuees overnight or longer.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.11 Air Monitoring Unit

Name:	**Phone No.:**
Reports To: Public Safety Group Supervisor	**Phone No.:**
Mission:	Responsible for conducting and reporting on air monitoring at the site, throughout the EPZ and if applicable, beyond the EPZ.
Resources:	Maps, Forms, Telephone and / or Radio, H_2S / SO_2 detection and monitoring equipment.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Environmental Monitoring Form

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Public Safety Group Supervisor.		
❑ Monitor air quality in the EPZ.		
❑ Update Public Safety Group Supervisor immediately of H_2S and LEL detection.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Public Safety Group Supervisor.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Proceed to nearest unevacuated, at risk residence or roadblock location and begin to monitor the air quality.		
❑ Follow plume and determine boundary of EPZ.		
❑ Report boundary zone to the Public Safety Group Supervisor.		
❑ Check unevacuated sites to ensure evacuation guidelines have not been exceeded.		
❑ Record H_2S and LEL concentrations, including time, location, wind speed, and direction using the Plume Tracking Record.		
❑ Update Public Safety Group Supervisor immediately of H_2S / SO_2 and LEL detection.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
❑ Record H_2S / SO_2 / LEL concentrations, including time, location, and wind speed and direction using the Plume Tracking Record.		
❑ Continue SO_2 monitoring if plume is ignited.		
❑ Update Public Safety Group Supervisor immediately of H_2S / SO_2 and LEL detection.		

5.11 Air Monitoring Unit

Post Incident		
❑ Once the incident has been brought under control and prior to occupants returning to residences / buildings, the Air Monitoring Unit shall check each building for air quality and report any levels to the Public Safety Group Supervisor immediately.		
❑ Participate in incident debriefing and analysis meetings.		

5.12 Roadblock Unit

Name:	**Phone No.:**
Reports To: Public Safety Group Supervisor	**Phone No.:**
Mission:	Responsible for setting up and manning all EPZ roadblocks.
Resources:	Maps, Forms, Telephone and / or Radio, H_2S / SO_2 detection and monitoring equipment and Roadblock Kit.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Roadblock Registration Form

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Public Safety Group Supervisor.		
❑ Set up roadblock(s) at the entrance(s) to the incident site and control access to the site.		
❑ Control and record the movement or all personnel to and from the site, ensure that safety rules are met, and that proper equipment is worn, as required.		
❑ Document and report any roadblock problems to the Public Safety Group Supervisor.		
❑ Ensure applicable signs are visible and in good condition, (if applicable).		
❑ Advise Public Safety Group Supervisor immediately of H_2S / SO_2 and LEL detection.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Public Safety Group Supervisor.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Set up roadblocks surrounding the EPZ and control access to the area.		
❑ Stop all traffic attempting to proceed into the EPZ, briefly explain the problem and request they take an alternate route. Ensure your own safety and do not put yourself at risk in an attempt to stop any vehicles that disregard your instructions and continue past your roadblock.		
❑ If the occupant is trying to reach their residence within the EPZ, direct them to the assigned Reception Centre.		
❑ Control and record the movement or all personnel to and from the site, ensure that safety rules are met, and that proper equipment is worn, as required.		

5.12 Roadblock Unit

Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
❑ Advise Public Safety Group Supervisor immediately of H_2S / SO_2 / LEL detection.		
Post Incident		
❑ Participate in incident debriefing and analysis meetings.		

5.13 Rover / Evacuation Unit

Name:	**Phone No.:**
Reports To: Public Safety Group Supervisor	**Phone No.:**
Mission:	Responsible for all the search and rescue activities within the EPZ and if required, beyond the EPZ.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio, H_2S / SO_2 detection and monitoring.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Transient Evacuation Notice, Empty Residence Notice

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Public Safety Group Supervisor.		
❑ Utilize proper PPE (SCBA, radio, monitor, etc.).		
❑ Assist public with evacuation, where required.		
❑ Search EPZ for members of the public to inform them of the emergency status. Advise them to evacuate to the Reception Centre. Use the necessary forms located in the *Forms* Section to record occupant information and advise the Public Safety Group Supervisor of this information.		
❑ Search EPZ for transients, industry operators, recreational users and trappers / guides and inform them of the emergency status. Advise them to evacuate to the Reception Centre. Use the necessary forms located in the *Forms* Section to record occupant information and advise the Public Safety Group Supervisor of this information		
❑ Provide roadblock relief as required.		
❑ Patrol emergency area to ensure site security.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Advise Public Safety Group Supervisor immediately of H_2S and LEL detection.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Public Safety Group Supervisor.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
❑ Continue to search the EPZ for transients, industry operators, recreational users, and trappers / guides within the EPZ, and advise to evacuate to the Reception Centre.		

5.13 Rover / Evacuation Unit

Level 2 - Continued		
❑ Advise Public Safety Group Supervisor of H_2S / LEL detection.		
❑ Report evacuation status to Public Safety Group Supervisor.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
❑ Advise Public Safety Group Supervisor immediately of H_2S / SO_2 / LEL detection		
Post Incident		
❑ Participate in incident debriefing and analysis meetings.		

5.14 Ignition Unit

Name:	**Phone No.:**
Reports To: Site Control Group Supervisor	**Phone No.:**
Mission:	Evaluate conditions at site and ensure the safe ignition of a release of H_2S / HVP.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio, Flare Gun.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Assess situation.		
❑ Instruct safety and rig personnel of duties to secure well control.		
❑ Provide status report to the Public Safety Group Supervisor.		
❑ Ignition Unit is not required at this point.		
Level 2		
❑ Ignition Unit should be on standby if emergency escalates to Level 3.		
Level 3		
❑ Assemble safely to ignite the plume if ignition criteria has been met		
❑ Wait for instructions from Public Safety Group Supervisor.		
❑ Ensure all non-essential personnel have left location.		
❑ Don breathing apparatus and lay down flat on stomach.		
❑ Backup rescue team will hookup safety harness and take cover.		
❑ Once in position, fire the flare toward the wellhead.		
❑ When safe to do so the rescue team shall assist blowout professionals in controlling the release.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.15 Isolation Unit

Name:	**Phone No.:**
Reports To: Site Control Group Supervisor	**Phone No.:**
Mission:	Provide incident isolation.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Public Safety Group Supervisor.		
❑ Obtain briefing from the Public Safety Group Supervisor and assess air support requirements.		
❑ Evaluate area egress and access route to conduct isolation procedures		
❑ Determine equipment required to isolate (SCBA, Supplied air, etc)		
❑ Organize preliminary operations and determine isolation locations		
❑ Perform operational planning to maintain effective isolation.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.16 Containment Unit

Name:	**Phone No.:**
Reports To: Site Control Group Supervisor	**Phone No.:**
Mission:	Provide incident containment.
Resources:	ERP Manual, Binoculars, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Public Safety Group Supervisor.		
❑ Obtain briefing from the Public Safety Group Supervisor and assess air support requirements.		
❑ Determine equipment required to containment of spill / release.		
❑ Organize preliminary air operations and determine Helibase and Helispot requirements.		
❑ Ensure the establishment of a containment zone, if required.		
❑ Perform operational planning to maintain effective containment.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.17 Telephone Unit

Name:	**Phone No.:**
Reports To: Public Safety Group Supervisor	**Phone No.:**
Mission:	Telephone occupants, transients, schools, and other area users within the EPZ and provide obtained related information.
Resources:	Maps, Forms, Telephones
Forms:	Incident / Event Log, Telephone / Evacuation Contact Log, Voluntary Evacuation Message, Mandatory Evacuation Message, Resident Shelter Message, Resident Warning Message, Resident Evacuation Message

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post or alternate location and report to the Public Safety Group Supervisor.		
❑ Obtain pertinent information from the Public Safety Group Supervisor that is to be communicated to occupants (eg. Reception Centre location, evacuation routes, helicopter evacuation required, etc.).		
❑ Notify all area occupants within the EPZ (if applicable), including residents, trappers, guides, and other area operators.		
❑ Maintain a record of all calls, outcome of calls and problems or concerns. Advise Public Safety Group Supervisor.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status reports to the Public Safety Group Supervisor.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Participate in incident debriefing and analysis meetings.		

5.18 Planning Section Chief

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Develop action plan, evaluate information and maintain status of resources.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Incident Commander.		
❑ Is responsible for the following activities and / or personnel:		
❑ Resources Unit – record status of resources that are committed to the incident.		
❑ Situation Unit – collect, organize and analysis of incident status information and for analyzing the situation as it progresses.		
❑ Documentation Unit – collect, record, and protect all documents.		
❑ Demobilization Unit – orderly, safe, and efficient demobilization of incident.		
❑ Technical Specialists – technical specialists pertaining to the specific emergency response.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.19 Documentation Unit

Name:	**Phone No.:**
Reports To: Planning Section Chief	**Phone No.:**
Mission:	Collect, record, and protect all documents related to the incident.
Resources:	Stationery Supplies, Telephone, Forms.
Forms:	Incident / Event Log

Level 1, 2 or 3	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Planning Section Chief.		
❑ Record preliminary information and all activities.		
❑ Maintain a chronological order of all information received and transmitted.		
❑ Record outstanding questions.		
❑ Document identified issues.		
❑ Receive, copy, and distribute incoming faxes.		
❑ Keep copies and track all incoming and outgoing correspondence.		
❑ Compile news releases (eg. newspaper clippings). Record news casts from TV or radio pertaining to the emergency.		
❑ Take minutes at briefings, capturing action items for follow up.		
Post Incident		
❑ Participate in incident debriefing and analysis meetings.		

5.20 Logistics Section Chief

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Ensure that equipment, materials and staff are quickly accessed and directed to the appropriate area in regard to the incident, Incident Command Post, Staging Area, etc.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Incident Commander.		
❑ Responsible for the following activities and / or personnel:		
❑ Communications Unit – provide communication services (radio, telephone, etc.).		
❑ Food Unit – coordinate meal service for responders.		
❑ Supply Unit – order equipment / supplies required for incident operations.		
❑ Facilities Unit – provide fixed facilities for an incident (incident base, sleeping area, eating areas, etc.).		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.21 Finance / Administration Section Chief

Name:	**Phone No.:**
Reports To: Incident Commander	**Phone No.:**
Mission:	Provide accounting, procurement, administrative and cost analysis services. Monitor costs associated with the incident.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Incident Command Post and report to the Incident Commander.		
❑ Responsible for the following activities and / or personnel:		
❑ Time Unit – record time for incident personnel / equipment.		
❑ Procurement Unit – responsible for financial matters involving vendor contractors.		
❑ Compensation / Claims Unit – process financial matters resulting from injuries, fatalities, property and environmental damage.		
❑ Cost Unit – track costs, analyze cost related data, cost estimates, cost saving measures.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the Incident Commander.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.22 EOC Director

Name:	**Phone No.:**
Reports To: Senior Crisis Management Team	**Phone No.:**
Mission:	Provide overall command of the EOC and provide support to the Incident Commander.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet

Level 1	Completed By	Time Completed
❑ Confirm emergency situation (size up).		
❑ What is the nature of the incident?		
❑ How are operations affected by this incident in the operating area?		
❑ Analyze the business continuity of the operating area, if possible.		
❑ Determine other operating areas that may be notified to provide assistance to the response activities.		
❑ If there are any injuries, begin notification procedures of family.		
❑ Advise Company Executive.		
❑ Mobilize required EOC personnel.		
❑ Provide support to the Incident Command Post.		
❑ Record information received from outside sources and investigate.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Request for a damage assessment report from the Incident Commander.		
❑ Ensure all necessary site investigations are completed before clean up and repair begins.		
❑ Advise and direct Incident Commander regarding cleanup, repair and resumption of operations.		

5.22 EOC Director

Post Incident - Continued		
❑ Ensure all affected public have been notified of the demobilization and have received assistance.		
❑ Conduct debriefings with Incident Commander and other personnel involved in the emergency response.		
❑ Ensure Critical Incident Stress Debriefing (CISD) is available to staff and evacuees, as appropriate.		
❑ Participate in incident debriefing.		
❑ Collect all forms and documentation.		
❑ Prepare post-incident report and submit to required government agencies.		

5.23 Liaison Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Coordinate with representatives from regulatory and assist agencies. Notify the AER / MER, RCMP / Police, Local Authority, and government agencies.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	First Call Communication Form, Incident / Event Log, Suspect and Vehicle Identification Worksheet, External Agency Post Incident Evaluation

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Coordinate with the Liaison Officer at the ICP and maintain contact with the government and regulatory bodies throughout the emergency, for example:		
❑ AER / MER		
❑ AEMA / SPSA		
❑ Local Authorities		
❑ RCMP		
❑ AB Environment & Protected Areas / SK Ministry of Environment		
❑ AB Transportation & Economic Corridors / SK Ministry of Highways		
❑ Alberta Health Services / Saskatchewan Health Authority		
❑ Occupational Health & Safety		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.24 Safety Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Monitor and assess the risk management factors that may affect the company. Provide legal advice or work directly with the legal department. Work with the Safety Officer at the Incident Site.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log, Suspect and Vehicle Identification Worksheet, Incident Investigation Report

Level 1	Completed By	Time Completed
❑ Complete an Incident / Event Log.		
❑ Maintain communication with the EOC Director and discuss risk management issues.		
❑ Coordinate risk management strategies and provide legal advice or work with the legal department, as required.		
❑ Ensure all required resources are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.25 Public Information Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Company spokesperson. Provide timely information to media / public seeking information regarding incident. Work with Public Information Officer.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log, Preliminary Media Statement

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Act as spokesperson for the company.		
❑ Disseminate information to personnel.		
❑ Notify joint venture partners and other parties, as required.		
❑ Ensure all public and media inquiries are coordinated, and if required, through the Public Information Officer and the AER / MER.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.26 Operations Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Determine / implement objectives, strategies and tactics to carry out the plan and support the Incident Commander and Operations Section Chief.
Resources:	Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of the incident, immediately proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Coordinate with the Operations Section Chief at the ICP and is responsible for the following activities.		
❑ Record information received from outside sources and investigate.		
❑ Assist the site with corrective / control procedures.		
❑ Assess potential to escalate to a Level 2 Emergency.		
❑ Ensure all required resources (equipment, supplies and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required) and equipment.		
❑ Assess damage to assets (well site, pipeline or facility).		
❑ Provide assessment report to EOC Director.		
❑ Debrief all personnel on site and document improvement preparedness and response opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.27 Planning Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Develop action plan, evaluate information and maintain status of resources.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Coordinate with the Planning Section Chief at the ICP and is responsible for the following activities and / or personnel:		
❑ Resources Unit – record status of resources that are committed to the incident.		
❑ Situation Unit – collect, organize and analysis of incident status information and for analyzing the situation as it progresses.		
❑ Documentation Unit – collect, record, and protect all documents.		
❑ Demobilization Unit – orderly, safe, and efficient demobilization of incident.		
❑ Technical Specialists – technical specialists pertaining to the specific emergency response.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.28 Logistics Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Ensure that equipment, materials and staff are quickly accessed and directed to the appropriate area in regard to the incident, Incident Command Post, Staging Area, etc.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Coordinate with the Logistics Section Chief at the ICP and is responsible for the following activities and / or personnel:		
❑ Communications Unit – provide communication services (radio, telephone, etc.).		
❑ Food Unit – coordinate meal service for responders.		
❑ Supply Unit – order equipment / supplies required for incident operations.		
❑ Facilities Unit – provide fixed facilities for an incident (incident base, sleeping area, eating areas, etc.).		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.29 Finance / Administration Support

Name:	**Phone No.:**
Reports To: EOC Director	**Phone No.:**
Mission:	Provide accounting, procurement, administrative and cost analysis services. Monitor costs associated with the incident.
Resources:	ERP Manual, Maps, Forms, Telephone and / or Radio.
Forms:	Incident / Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre and report to the EOC Director.		
❑ Coordinate with the Finance / Admin Section Chief at the ICP and is responsible for the following activities and / or personnel:		
❑ Time Unit – record time for incident personnel / equipment.		
❑ Procurement Unit – responsible for financial matters involving vendor contractors.		
❑ Compensation / Claims Unit – process financial matters resulting from injuries, fatalities, property and environmental damage.		
❑ Cost Unit – track costs, analyze cost related data, cost estimates, cost saving measures.		
❑ Ensure all required resources (equipment, supplies, and personnel) are available.		
❑ Complete the required forms in the *Forms* Section.		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		
Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

5.30 Scribe / Recorder

Name:	**Phone No.:**
Reports To: EOC Director, Incident Commander	**Phone No.:**
Mission:	To document an incident's key events and decisions made during an emergency response. Provide a timeline of events for after action reports, a list of challenges for lessons learned, decisions made for inquiries and legal proceedings, and details on costs and related expenditures.
Resources:	Log Book, Maps, Forms, Telephone and / or Radio.
Forms:	Incident/Event Log

Level 1	Completed By	Time Completed
❑ Upon notification of an emergency, proceed to the Emergency Operations Centre or Incident Command Post and report to the EOC Director or Incident Commander.		
❑ Obtain a briefing of the situation including the onsite and external communications capabilities and restrictions.		
❑ Schedule regular intervals for reporting to the EOC Director or Incident Commander (when on site).		
❑ Ensure sufficient supplies are available:		
❑ Office supplies (pens, paper, staplers, tape, etc).		
❑ Necessary forms.		
❑ Telephone/Radios		
❑ Area Maps		
❑ Contact Lists		
❑ Complete the required forms in the *Forms* Section.		
❑ Maintain an Incident/Event Log		
❑ Transcribe and distribute summary of Planning Cycle meetings		
❑ Maintain the Strategic/Incident Action Plan documents		
❑ Create 'key contact' lists		
❑ Create and update 'To-do' list for designated position		
❑ Maintain other key forms as required		
❑ Provide status report to the EOC Director.		
❑ Maintain a log of activities / decisions.		

5.30 Scribe / Recorder

Level 2		
❑ Ensure all Level 1 Emergency duties have been completed.		
Level 3		
❑ Ensure all Level 1 and 2 Emergency duties have been completed.		
Post Incident		
❑ Demobilize teams (if required), and equipment.		
❑ Collect all forms and documentation.		
❑ Debrief all personnel on site and document improvement opportunities.		
❑ Participate in incident debriefing and analysis meetings.		

6.0 Government Involvement

Government agencies will contribute valuable support to Strathcona Resources during an emergency by providing advice, resources, and local information. In order to avoid conflicts over jurisdiction and response priorities, company representatives need to work as a team with external groups. Field response shall achieve an integrated response that protects the public, the property, and the environment. The extent of the AER / MER and other government support will vary depending on the severity of the incident and jurisdiction.

Provincial government agencies and local authorities will be involved in the implementation of this ERP. The duties and responsibilities of these government agencies and local authorities are described in detail in the *Energy Resources Industry Emergency Support Plan (ERIESP)*.

6.1 Government Agencies – Roles and Responsibilities

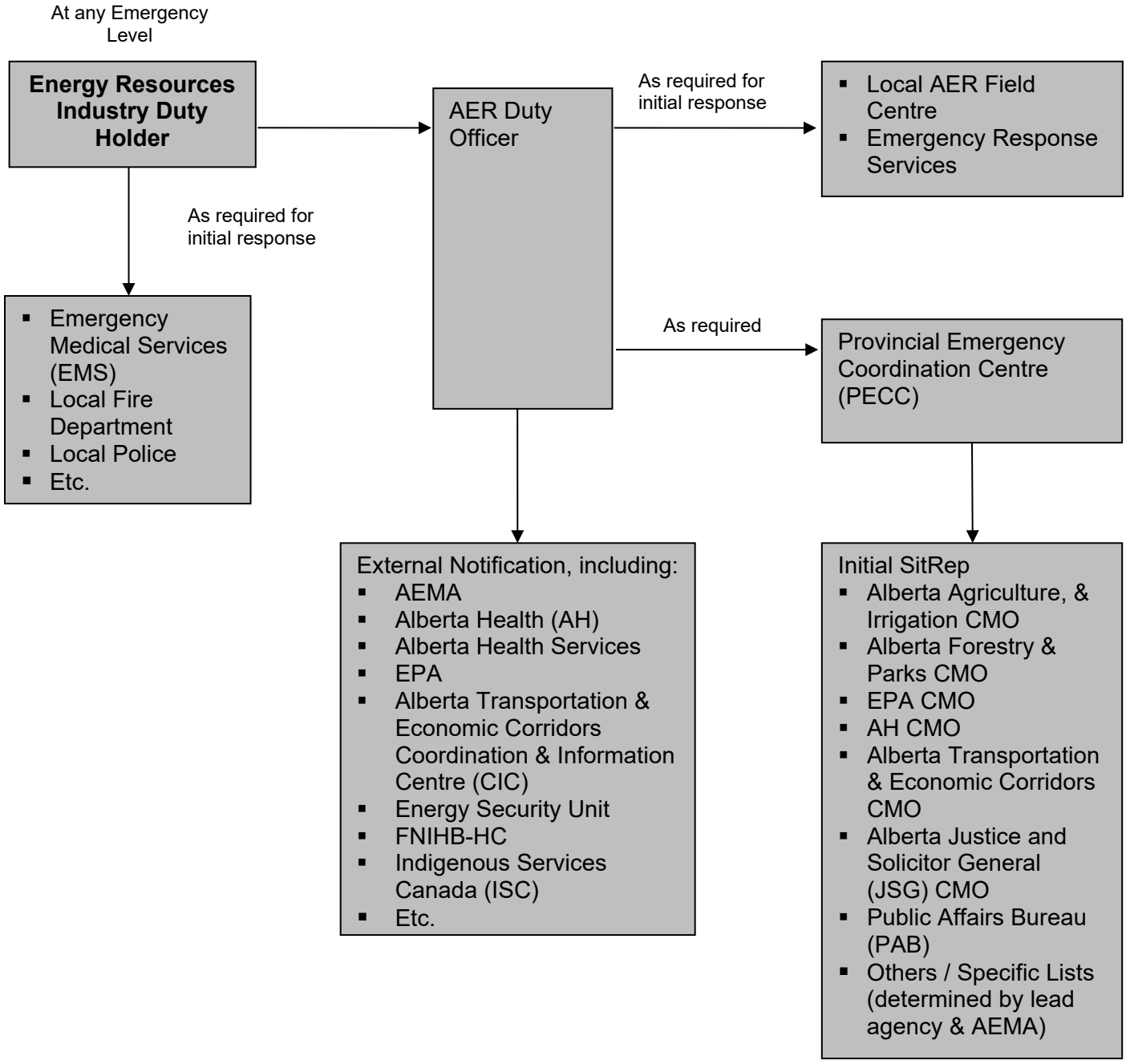
The following is an outline of the responsibilities for each government agency upon initiation of the Emergency Response Plan:

6.1.1 Alberta

The priorities of the Government of Alberta are to protect life, the environment, property, and the economy. During energy resources industry emergency, the first priority is to ensure the local authority and the duty holder is able to manage the emergency and to determine what level of support they require. If the duty holder and the local authority are unable to manage the response, the AER with assistance from AEMA will manage the response. If the local authority is able to manage the response, Government of Alberta departments / agencies will continue to act in their regulated roles.

Emergency Notification Process

The AER Duty Officer will determine which external departments / agencies require notification of the emergency. The AER Duty Officer initiates the initial notification.



Alberta Energy Regulator (AER)

The AER is the lead agency for response during an energy resources industry event.

Before an Emergency

- Confirm and act as lead GoA organization in energy resources industry emergency preparedness and response.
- Set requirements for planning for, and responding to energy resources industry emergencies
- Participate in exercise of the *ERIESP.*
- Review and recommend changes to the *ERIESP.*
- Maintain a 24/7 telephone contact where energy resources industry emergencies can be reported.
- Maintain 24/7 emergency contact numbers where resources can be accessed to carry out a response to the *ERIESP.*
- *Make the ERIESP* available to stakeholders.
- Communicate changes to the *ERIESP* with stakeholders.
- Maintain emergency response resources.
- Act as a subject matter expert (SME).

During an Emergency

- Receive notification of energy resources industry emergencies.
- Determine the emergency level of an emergency through consultation with the duty holder.
- Dispatch AER representative to the site of the emergency, as required.
- Confirm that local resources have been notified as appropriate.
- Monitoring discharges and ensuring appropriate mitigation and response actions are taken to reduce the impact of liquid releases for land based spills and to ensure watercourses are protected.
- Confirm, plan and / or implement public safety actions taken to ensure the safety of the public and the environment, including issuing Fire Hazard Orders or requesting NOTAMs.
- As lead agency, provide coordination for departments / agencies and duty holder on site.
- Request a local authority liaison officer to be present at the Regional Emergency Operations Centre (REOC), if necessary.
- Activate the *ERIESP*.
- Advise Alberta Emergency Management Agency (AEMA) to escalate the Provincial Emergency Coordination Centre (PECC) activation (if required).
- Identify and request initial provincial resources to support the emergency response, to be coordinated at the regional level if necessary, through a local or regional EOC.
- Initiate consolidated SitReps through AEMA.
- Provide situation reports to AEMA, if requested.
- Send an AER representative to the emergency location and / or the incident command post.
- Establish an Emergency Operations Centre (EOC) at the local AER Field Centre until the duty holder or local authority establishes a regional EOC. AER Emergency Coordination Centre (ECC) will be expanded if a regional EOC is not established.
- Dispatch an AER representative to the REOC, when it opens.
- Request the deployment of other provincial government department / agency representative to be present at the REOC, or the local AER Field Centre ECC.
- Provide timely situation reports, through AEMA, to other government departments / agencies activated by the *ERIESP*.
- Notify all participants when the emergency has concluded and there is no longer any hazard to the public.

Alberta Energy Regulator (AER)

After an Emergency

- Conduct the Post Incident Assessment (PIA) related to the response, as described by the *ERIESP*.
- As part of the PIA, recommend any mitigation actions that may improve the coordination of the government's response, as described by the *ERIESP*.
- Establish processes to receive and address community concerns.
- Review and update the *ERIESP*, in consultation with AEMA.
- Communicate any changes to the *ERIESP* to applicable stakeholders.
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta Emergency Management Agency (AEMA)

Where the AER is the lead agency for response during an energy resources industry event, AEMA is the coordinating agency.

Before an Emergency

- Act as the provincial coordinating agency in energy resources industry emergency responses as per the *Emergency Management Act.*
- Maintain 24/7 duty manager system.
- Assist in the planning and coordination of exercises with the AER.
- Maintain emergency response resources.
- Act as a SME

During an Emergency

- Confirm AER has been notified.
- Conduct the notification and distribute to the approved departments / agencies listed on the distribution list supplied by the AER.
- Obtain a SitRep from the AER, Alberta Environment & Protected Areas (EPA), local authority, etc.
- Confirm the level of emergency.
- Elevate the Provincial Emergency Coordination Centre (PECC) as required.
- Notify the appropriate provincial officials as per standard operating procedures.
- Release consolidated SitReps to the appropriate provincial officials.
- Coordinate the government response including requests for provincial / federal resources.
- Provide ongoing situation reports or briefing notes to appropriate provincial officials in accordance with the EPA or as requested.
- Notify partners and stakeholders when the event is over.

After an Emergency

- Participate in all Post Incident Assessments (PIAs) related to the *ERIESP*
- Complete documentation or reporting in relation to the activation of the *ERIESP* and the emergency for all government wide PIAs.
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta Environment & Protected Areas (EPA)

Before an Emergency

- Maintain 24/7 contact numbers and duty officer where resources can be accessed for a response related to the ERIESP.
- Maintain emergency response resources.
- Act as a SME.

During an Emergency

- Ensure that non-energy industry resources environmental impacts are mitigated.
- Provide expertise to mitigate the impacts of non-energy resources industry liquid releases on land and into watercourses.
- Provide technical assistance related to emergency drinking water supply engineering.
- Notify Fish and Wildlife staff in the area of the emergency.

After an Emergency

- Compile and maintain environment / emergency related records.
- Monitor environmental recovery, when required.
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta Health (AH)

Before an Emergency

- Act as the SME on health effects for energy resources industry hazards.
- Maintain a 24/7 email contact for incident notifications.

During an Emergency

- Verify that Alberta Health Services (AHS) and / or First Nations Inuit Health Branch (FNIHB-HC) have been notified of the emergency. Alberta Health (AH) will assess the potential for and implications of human health issues and coordinate the provision of information and support to and from AHS.
- Provide health and medical technical expertise as requested and as appropriate. Act as the SME on health effects for petroleum industry hazards, providing technical expertise on potential health impacts to the public, linkages to health resources and provincial health system impacts.
- AH in collaboration with AHS will monitor and assess the impact to the health system and collaboration with AHS and other government ministries to communicate knowledge of situation to stakeholders (federal and provincial).
- AH will provide scientific advice and recommendations on human health risk assessments when addressing site specific clean-up, sites specific de-commissioning and process impact assessments.

After an Emergency

- Provide a summary of the health impacts during the Post Incident Assessment (PIA) process (if applicable).
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta Agriculture and Irrigation

Before an Emergency

- Act as SME relating to agriculture and livestock impacts.
- Act as the liaison between the farming / ranching community and the GoA.
- Act as SME.

During an Emergency

- Act as SME relating to agriculture and livestock impacts.
- Act as the liaison between the farming / ranching community and the government during energy resources industry emergencies.
- Provide information relating to agricultural and livestock impacts to the government during energy resources industry emergencies.

After an Emergency

- Provide a summary of agriculture and livestock impacts during the Post Incident Assessment (PIA) process (if applicable).
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta Forestry and Parks

Before an Emergency

- Maintain 24/7 contact numbers and duty officer where resources can be accessed for a response related to the ERIESP.

During an Emergency

- Notify Forestry staff in the area of the emergency.
- Notify duty holder if energy resources industry infrastructure is threatened by a wildfire.
- Can fight wildfires started as the result of the energy resources industry product releases.

After an Emergency

- Conduct forest impact assessment (if applicable).
- Complete additional common tasks including:
  - Complete a PIA based on the scope of their involvement and the outcome.
  - Integrate PIA into internal response processes.

Alberta EDGE (Environmental and Dangerous Goods Emergencies)

Before an Emergency

- Maintain a 24/7 call centre (CIC) to receive emergency calls related to the transportation and handling of dangerous goods as well as environmental spills / releases / incidents, the AER emergency notifications.
- Act as a SME for dangerous goods incidents.

During an Emergency

- Handle inter-departmental communication as needed during energy resources industry emergencies.
- Maintain ability to process calls for new emergencies.
- Provide information on the impacts to transportation routes.

Alberta EDGE (Environmental and Dangerous Goods Emergencies)
▪ Provide response support if a dangerous goods is released.
After an Emergency

▪ Provide a summary of transportation impacts during the Post Incident Assessment (PIA) process (if applicable).
▪ Complete additional common tasks including:
  ▪ Complete a PIA based on the scope of their involvement and the outcome.
  ▪ Integrate PIA into internal response processes.

Alberta Justice & Solicitor General (JSG)
Before an Emergency
▪ Maintain the list of CI and key assets in the Province of Alberta. ▪ Maintain and regularly test the Emergency Notification System. ▪ Maintain awareness of threats, vulnerabilities, and risks related to human induced intentional hazards.
During an Emergency
▪ Provides intelligence and threat risk assessments when appropriate and when requested, in relation to critical infrastructure and key assets. ▪ Communicate with owners and operators of critical infrastructure and key assets, through normal communication channels, or if necessary, through the Emergency Notification System maintained by Alberta Security and Strategic Intelligence Support Team (ASSIST).
After an Emergency

▪ Participate in all Post Incident Assessments (PIAs) related to this plan (if applicable).
▪ Complete additional common tasks including:
  ▪ Complete a PIA based on the scope of their involvement and the outcome.
  ▪ Integrate PIA into internal response processes.

Public Affairs Bureau (PAB)
Before an Emergency
▪ Maintain a team of trained public affairs personnel. ▪ Activate crisis communications plan and crisis communications response.
During an Emergency
▪ Confirm distribution of AER messaging. Provide support as required.
After an Emergency

▪ Participate in all Post Incident Assessments (PIAs) related to this plan (if applicable).
▪ Complete additional common tasks including:
  ▪ Complete a PIA based on the scope of their involvement and the outcome.
  ▪ Integrate PIA into internal response processes.

6.1.2 Saskatchewan

Ministry of Energy and Resources (MER)
The Ministry of Energy and Resources develops, co-ordinates and implements policies and programs to promote the growth and responsible development of the province's natural resources industries. The ministry operates as the primary regulatory authority for the oil and gas industry and ensures competitive royalty systems, regulations and policies for all natural resource sectors. *Directive PNG 014 Incident Reporting Requirements* sets out the requirements of the MER for regulating the reporting of spills and other incidents in relation to wells, facilities, flowlines and pipelines. It provides a listing of what constitutes a reportable incident and details of when and how an incident should be reported. The requirements outlined in this Directive are based on *The Oil and Gas Conservation Act* (OGCA), *The Pipelines Act, 1998* (PA), *The Oil and Gas Conservation Regulations, 2012* (OGCR) and *Pipelines Regulations & Licensing Regulations, 2020* (PR).

Saskatchewan Public Safety Agency (SPSA)
Saskatchewan Public Safety Agency is a Treasury Board Crown Agency responsible for: ▪ Provincial emergency management, fire safety and wildfire management in our province; and ▪ Managing Saskatchewan's 911 emergency dispatching services. The SPSA's vision is to enhance, support and integrate public safety in Saskatchewan. The agency's mission is to safeguard and protect the people property and resources of Saskatchewan through partnerships, co-ordinated planning, education, prevention, mitigation, response and recovery.

Ministry of Environment
The Ministry of Environment provides science-based solutions, compliance and mitigation measures aimed at protecting the environment, safeguarding communities and helping to ensure balanced economic growth and a better quality of life for all Saskatchewan residents. Programs and Services: ▪ Hazardous Materials and Safe Waste Management: Report a spill or search for hazardous substance storage facilities or past spills. Provides information on hazardous materials storage, hazardous waste and solid waste management. ▪ Environmental Code: code chapters, standards and legislation, or submit an application to be designated as a qualified person to ensure code compliance. ▪ Industrial Activities: protects the environment by supporting sound industrial activities.

Ministry of Environment

- Outdoor Air Quality: provides details on air quality monitoring, current readings in your community and the potential impacts from pollutants and vehicle emissions.
- Land and Forest Management planning and licensing.
- Purchase and Lease of Crown Resource: apply to purchase / lease crown resource lands, which may be used under a lease, permit, easement or licence that allow the legal use of land.
- Climate Resilience and Saskatchewan's climate change initiatives.

Operators have a duty to report any discharges that may cause or is causing an adverse effect on the environment in accordance with the Environmental Management and Protection Act, 2010 (EMPA, 2010).

Ministry of Government Relations

Provides programs and services related to Saskatchewan’s municipal and First Nations governments, as well as First Nations, Métis and northern affairs.

Ministry of Health

Is focused on putting patients' needs first. Information and services available through this ministry include: health card applications and changes, information on surgical wait times, emergency medical services, prescription drug plans, flu information and services for people with disabilities or long-term illnesses.

Ministry of Highways

Manages Saskatchewan’s network of highways. The ministry manages the Highway Hotline, ensuring Saskatchewan people, the trucking industry and visitors to our province have information on highway construction, road closures and road conditions.

6.1.3 Federal

Environment & Climate Change Canada (ECCC)
Environment & Climate Change Canada (ECCC) may act as the lead agency if a spill occurs at a federal facility, at the request of a province or territory, or when the environment is not being well protected. At other times, ECCC's role is to provide support and advice to the lead agency.

ECCC provides 24 hour response support and advice through five regional offices across Canada, the National Environmental Emergencies Centre in Gatineau, Quebec, and the Environmental Technology Centre located in Ottawa, Ontario.

ECCC staff provide technical advice to responders, employ state-of-the-art monitoring equipment, evaluate environmental impacts, and appear in court to aid in polluter prosecution.

When the need arises to access a wide variety of expertise and resources, a Regional Environmental Emergencies Team (REET) can be activated.

ECCC Emergency officers have hazardous materials (HAZMAT) expertise, backed by scientific support, which enables response in the event of spills involving hazardous materials. The role of the environmental emergency response team is to provide advice and support on:
- Hazardous material properties, behaviour, fate, and environmental effects.
- Spill behaviour movement modeling using the latest models and techniques.
- Training in personnel protection at pollution emergencies.
- Advice and direct support on state of the art, onsite monitoring of human and environmental hazard levels at pollution emergencies.
- Sample collection at spill sites.
- The evaluation of spill countermeasures, particularly those relating to containment and recovery, treatment, and disposal techniques.

Royal Canadian Mounted Police (RCMP)
The RCMP may fill both traditional and non-traditional roles in an emergency situation and be assigned to the following responsibilities:
- Managing incidents involving traffic accidents, road closures, fatalities, or criminal activity (eg. bomb threats).
- Determining the best options for controlling access roads, cordoning off restricted areas and clearing access to emergency vehicles.
- Assist in the evacuation, if required, or safe to do so.
- Traffic control.
- Crowd control.
- Incident scene protection and security.
- Provide a representative to the REOC, if required.

7.0 Mutual Aid

Mutual Aid among industries and government agencies allow for sharing of personnel and equipment, which enhances response capabilities.

A wide range of emergencies may occur that have an impact on neighbouring stakeholders. In this event, multiple parties may want to provide assistance during the emergency.

It must be agreed upon prior to any type of third party response that Strathcona Resources will remain the primary emergency responder, and that any assistance provided by third parties must be under the supervision of a Strathcona Resources representative. Furthermore, the party providing mutual aid must comply with all applicable Strathcona Resources policies and applicable government regulations.

7.1 Municipal Mutual Aid

During a Level 1 Emergency the local authority must be notified, if the public or media have been contacted.

During a Level 2 or 3 Emergency the local authority must be notified.

Local municipalities may provide assistance, where capable and, as required, to assist with the coordination and administration of a Reception Centre, assist with evacuations and roadblocks, establish the respective command centre, arrange temporary accommodations and assist with notifications beyond the EPZ.

County of Stettler	
24 Hour Number	403.741.6133
Primary Emergency Contact	[redacted]
Secondary Emergency Contact	[redacted]
Alternate Emergency Contact	[redacted]
Main Office	403.742.4441
Address	6602 44 Avenue PO Box 1270 Stettler, AB T0C 2L0

Roles & Responsibilities

Depending upon available resources Director of Emergency Operations with Local Authority will:

- Initiates and manages the local disaster services response in accordance with County Policy
- May dispatch representative(s) to the Company's Regional Emergency Operations Centre
- Ensure all local emergency and public information services are available in accordance with County policy. (Public Information Releases will be coordinated with the Companies Public Information Officer to ensure consistency of key messages).
- If required, activates Municipal Emergency Operations Centre (MEOC) and coordinates activities at this Centre.
- Upon request, may assists with set-up and administration of Reception Centre.
- Provide support in notifying member of the public using resources and emergency alert systems at their disposal.
- May assist with arrangement of temporary accommodations for residents who have been evacuated in accordance with County Policy.
- May assist with set up and maintenance of road blocks in accordance with County Policy.
- May assist with Fire Protection in accordance with County Policy.
- If necessary, may declare a "State of Local Emergency" to provide local authorities with special powers.
- Supports Strathcona Resources in dealing with the emergency in accordance with County Policy.

Consultation Details

The information above was confirmed / revised on January 28, 2025 by [redacted]

RM of Antelope Park #322	
24 Hour Number	306.460.9610
Primary Emergency Contact	[redacted]
Main Office	306.968.2922
Address	20 – 1 Avenue North Box 70 Marengo, SK S0L 2K0

Roles & Responsibilities

The RM is the lead agency responsible for public safety. Strathcona Resources will consult with the RM regarding this project. In the event of an emergency, Strathcona Resources will notify the RM and will collaborate with and maintain communications with them to ensure public safety. The RM will provide personnel, equipment and communications to assist Strathcona Resources with roadblock crews and evacuation center representatives on an "as available basis".

- Fire departments will be dispatched via 911 through the RM from area locations as appropriate. Fire departments will not be called to fight fires at a well site or other oil and gas facilities. Such fires will be handled by oilfield firefighting specialists (see telephone contact list). Local fire departments may be called to fight grass fires or assist with cordoning off the area. Ambulances will be dispatched via 911.

Consultation Details

The information above was confirmed / revised on January 28, 2025 by [redacted]

RM of Eye Hill #382	
24 Hour Number	306.228.7373
Primary Emergency Contact	[redacted]
Secondary Emergency Contact	[redacted]
Main Office	306.753.2075
Address	4502 Industrial Park Road Box 39 Macklin, SK S0L 2C0

Roles & Responsibilities

The RM is the lead agency responsible for public safety. Strathcona Resources will consult with the RM regarding this project. In the event of an emergency, Strathcona Resources will notify the RM and will collaborate with and maintain communications with them to ensure public safety. The RM will provide personnel, equipment and communications to assist Strathcona Resources with roadblock crews and evacuation center representatives on an "as available basis".

- Fire departments will be dispatched via 911 through the RM from area locations as appropriate. Fire departments will not be called to fight fires at a well site or other oil and gas facilities. Such fires will be handled by oilfield firefighting specialists (see telephone contact list). Local fire departments may be called to fight grass fires or assist with cordoning off the area. Ambulances will be dispatched via 911.

Consultation Details

The information above was confirmed / revised on January 28, 2025 by [redacted]

RM of Heart's Hill #352	
24 Hour Number	306.834.7369
Primary Emergency Contact	[redacted]
Secondary Emergency Contact	[redacted]
Main Office	306.372.4224
Address	405 Grand Ave Box 458 Luseland, SK S0L 2A0

Roles & Responsibilities

The RM is the lead agency responsible for public safety. Strathcona Resources will consult with the RM regarding this project. In the event of an emergency, Strathcona Resources will notify the RM and will collaborate with and maintain communications with them to ensure public safety. The RM will provide personnel, equipment and communications to assist Strathcona Resources with roadblock crews and evacuation center representatives on an "as available basis".

- Fire departments will be dispatched via 911 through the RM from area locations as appropriate. Fire departments will not be called to fight fires at a well site or other oil and gas facilities. Such fires will be handled by oilfield firefighting specialists (see telephone contact list). Local fire departments may be called to fight grass fires or assist with cordoning off the area. Ambulances will be dispatched via 911.

Consultation Details

The information above was confirmed / revised on January 28, 2025 by [redacted].

RM of Hillsdale #440	
24 Hour Number	306.823.3934
Primary Emergency Contact	[redacted]
Secondary Emergency Contact	[redacted]
Main Office	306.823.4321
Address	39 Centre Street Box 280 Neilburg, SK S0M 2C0

Roles & Responsibilities

The RM is the lead agency responsible for public safety. Strathcona Resources will consult with the RM regarding this project. In the event of an emergency, Strathcona Resources will notify the RM and will collaborate with and maintain communications with them to ensure public safety. The RM will provide personnel, equipment and communications to assist Strathcona Resources with roadblock crews and evacuation center representatives on an "as available basis".

- Fire departments will be dispatched via 911 through the RM from area locations as appropriate. Fire departments will not be called to fight fires at a well site or other oil and gas facilities. Such fires will be handled by oilfield firefighting specialists (see telephone contact list). Local fire departments may be called to fight grass fires or assist with cordoning off the area. Ambulances will be dispatched via 911.

Consultation Details

The information above was confirmed / revised on January 28, 2024 by [redacted]

RM of Senlac #411	
24 Hour Number	306.205.2076
Primary Emergency Contact	[redacted]
Secondary Emergency Contact	[redacted]
Main Office	306.228.3339
Address	Box 130 Senlac, SK S0L 2Y0

Roles & Responsibilities

The RM is the lead agency responsible for public safety. Strathcona Resources will consult with the RM regarding this project. In the event of an emergency, Strathcona Resources will notify the RM and will collaborate with and maintain communications with them to ensure public safety. The RM will provide personnel, equipment and communications to assist Strathcona Resources with roadblock crews and evacuation center representatives on an "as available basis".

- Fire departments will be dispatched via 911 through the RM from area locations as appropriate. Fire departments will not be called to fight fires at a well site or other oil and gas facilities. Such fires will be handled by oilfield firefighting specialists (see telephone contact list). Local fire departments may be called to fight grass fires or assist with cordoning off the area. Ambulances will be dispatched via 911.

Consultation Details

The information above was confirmed / revised on January 28, 2025 by [redacted]

7.2 Assistance from Local Health Authorities

7.2.1 Alberta Health Services (AHS)

During a Level 1 Emergency the local AHS region must be notified, if the public or media have been contacted.

During a Level 2 or 3 Emergency the local AHS region must be notified.

Local AHS regions may assist with the distribution of health related information to the public during an emergency.

AHS – Environmental Public Health (EPH) Department has provided roles and responsibilities for the oil and gas industry to use in all Alberta plans. Please refer to the following pages for those roles.

Oil & Gas Industry Emergency Preparedness and Response

Alberta Health Services (AHS) - Environmental Public Health (EPH) roles and responsibilities in public health emergency preparedness and response to the oil and gas industry are outlined below. The provision of services during an emergency depends upon our assessment of legislative responsibilities, impact to services, and business continuity.

EPH will endeavor to:

- Participate with the Licensee in the development of their Emergency Response Plans as it relates to the Environmental Public Health Program's role and responsibility.
- Provide the AHS Zone Single-Point-of-Contact (SPOC) emergency phone number to enable the Licensee to notify and alert the Zone of an emergency. From the initial notification or alert, AHS emergency response will fan out to and coordinate with other AHS programs and facilities as necessary. The 911 EMS services remain independent of the Zone SPOC notification/alert process.
- Participate with stakeholders in preparedness training and exercises associated with a Licensee's simulated activation of an Emergency Response Plan in which EPH has a role and responsibility.
- Participate in public information sessions during the Licensee's Emergency Response Plan development process when appropriate and as resources allow.
- Provide guidance to stakeholders and local municipal authorities in identifying sites suitable for establishing and operating an evacuation centre and/or reception centre, including operational requirements.
- Provide guidance to stakeholders on substances that may affect public health in consultation with the Zone Medical Officer of Health (MOH), including Alberta Health Acute Exposure Health Effects for Hydrogen Sulphide and Sulphur Dioxide information.
- Conduct assessments, inspections and give regulatory direction, when appropriate, to ensure the requirements of provincial legislation and EPH program areas of responsibilities for public health protection and disease prevention are maintained.

Notify the Zone Medical Officer of Health of any incident affecting or potentially affecting other AHS programs or facilities. The Zone MOH will notify and coordinate emergency response in other program areas and facilities as necessary.

For more information, visit Safe Healthy Environments
ahs.ca/eph

Alberta Health Services

Oil and Gas Industry Emergency Preparedness and Response | 2

- Establish EPH emergency management operations, when appropriate, to support regional response efforts and liaise with the Government Emergency Operations Centre, Municipal Emergency Operations Centre and/or Industry Emergency Operations Centre, if needed.
- Assist the Zone Medical Officer of Health, local municipal authority, and Public Information/Communication officers in the development, issuance, and rescinding of public health, public evacuation and shelter-in-place advisories.
- Provide guidance to stakeholders on matters relating to evacuation of the public and/or public facilities, and the re-occupancy of those evacuated areas or facilities.
- Record and respond to health complaints or concerns from the public during and following an incident.
- Participate in stakeholder debriefings as necessary.

24 Hour Emergency Notification

[redacted]

Use the phone number and email for all notifications across Alberta.

[redacted]

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7.2.2 Saskatchewan Health Authority (SHA)

During a Level 1 Emergency the local SHA region must be notified, if the public or media have been contacted.

During a Level 2 or 3 Emergency the local SHA region must be notified.

Local SHA regions may assist with the distribution of health related information to the public during an emergency.

Saskatchewan Health Authority (SHA) Roles & Responsibilities
Before the Incident
▪ Maintain readiness status for emergency notification. ▪ Participate in industrial operators' exercises where possible. ▪ Maintain 24-hour emergency contact numbers.
During the Incident
▪ Provide representation at the off-site REOC or at the GEOC when established, if requested and if available. ▪ Provide accurate information to the public concerning the incident. ▪ Provide guidance and assistance at evacuation centre(s). ▪ Provide health related information about toxic chemicals and by-products. ▪ Provide guidance on public health advisories, public evacuation and sheltering. ▪ Provide guidance on rescinding a declaration of public evacuation and on allowing re-occupancy. ▪ Investigate health complaints from the public. ▪ Provide advice to the GEOC and to the REOC on existing or potential health effects associated with the incident where possible. ▪ Provide health advice and safety levels for any health or special care facilities and for other persons that are likely to be sensitive from the impact as a result of the incident. ▪ Ensure local hospitals are alerted when there is potential for an impact from a release. ▪ Coordinate the provision of medical services during an emergency. ▪ Where appropriate and necessary, can declare a Local State of Public Health Emergency. ▪ When possible, work with all other responders to establish a single Regional Emergency Operations Centre (REOC). ▪ Provide emergency medical services on site. ▪ Advise Council through EOC Mgt. Team on related public health issues. ▪ Log all actions.
After the Incident
▪ Compile and maintain health related records and logs. ▪ Participate, where possible, in event debriefings. ▪ Complete incident related reports. ▪ Provide guidance on assessing and mitigating public health risks due to any residual environmental contamination following an event.

7.3 Industry Mutual Aid

Contract Operators and/or local industry operators may provide assistance in an emergency situation. Written or verbal mutual aid understandings may be established allowing for the sharing of resources.

Local industry operators may assist with the coordination and administration of roadblocks, manning equipment used during the response effort and / or filling additional response roles as dictated by the needs of the response effort. Mutual aid responders should be in support roles only and should not fill a command or control role in the response.

Assistance to / from local industry will be based on operational availability. Personnel, equipment or other resources may be supplied without disrupting operations at the time of the emergency response. Mutual aid response will be based on a 'Best Efforts' response.

All Emergency Response personnel have the 'Right to Refuse Unsafe Work', Life Safety is our #1 priority. Mutual Aid Emergency Responders must immediately notify their supervisor upon receiving a Mutual Aid request & limit personal and corporate risk exposure when reacting to a mutual aid request. Corporate liability should not be increased due to a Mutual Aid response.

All Emergency Response personnel must react within their capabilities and trained competencies. If another Area Operator provides assistance, the principal behind this assistance should remain as follows:

- Companies or individuals providing assistance are to provide the support outside the lease boundary. The focus will be to provide the manpower and support required for roadblock crews, rovers, resident contact, and evacuation co-ordination as required by Strathcona Resources requesting the assistance.
- Third party responders will report to the Incident Commander or other coordinating position in the area.
- Individuals providing assistance retain the right to withdraw the assistance should his / her personal safety be jeopardized.

7.4 Assistance from the Royal Canadian Mounted Police (RCMP)

The local RCMP must be notified if the public or media have been contacted.

The RCMP may fill both traditional and non-traditional roles in an emergency situation and be assigned to the following responsibilities:

- Managing incidents involving traffic accidents, road closures, fatalities, or criminal activity (eg. bomb threats).
- Determining the best options for controlling access roads, cordoning off restricted areas and clearing access to emergency vehicles.
- Assist in the evacuation, if required, or safe to do so.
- Traffic control.
- Crowd control.
- Incident scene protection and security.
- Provide a representative to the REOC, if required.

7.5 Third Party Emergencies

For emergencies involving third parties, Strathcona Resources will respond with the procedures most appropriate to the event in the *Immediate Actions* Section.

Where Strathcona Resources has a legal obligation to respond, they shall respond immediately in accordance with this ERP to the extent required by law.

Where Strathcona Resources has no legal duty to respond to a third party emergency, (but where public perception or the name of Strathcona Resources is involved in any way, or a definite threat exists to people or the environment), and prompt response is not forthcoming from others, Strathcona Resources personnel will attempt to respond to the extent required to control and contain the emergency and eliminate danger to the public.

When Strathcona Resources has no association to the emergency, Strathcona Resources will attempt to respond when requested by government authority, the public or industry without prejudice. All emergencies shall be reported internally and externally in accordance with the procedures set out in this ERP.

8.0 Communications

Clear, concise communication is essential to a successful response to an emergency. Care must be taken to provide early notification that is both accurate and concise. There are 3 main phases in the communication process covered in this section:

- Emergency Communication
- Post Emergency Communication
- Non-Emergency Communication

8.1 Emergency Communications

8.1.1 Initial Notification Received – In the Field

These steps are to be taken as soon as the first on scene responder is safe and can make the call. The earliest possible initial notifications need to occur before a response is undertaken.

Step 1: Contact your immediate Supervisor or the Strathcona Resources 24-hour Emergency Line at **1.888.488.7190.**

Step 2: Provide critical data:

- Your name and return telephone number(s)
- Your present and future location
- The present status of:
  - Personnel
  - Injuries
  - Damage to property
  - Damage to the environment
  - Other critical data
  - Your next actions
  - The present weather at your location
  - What you need assistance with

Step 3: The immediate Supervisor or Strathcona Resources Representative will ensure that internal and external notifications are made as required to the following groups:

- The Strathcona Resources Operations Support Staff (Ops Management / Teams)
- The Crisis Management Team (Senior Executive)
- External stakeholders as required (Regulatory Agencies, members of the public)

8.1.2 Initial Notification Received – at the EOC

Once the notification of an emergency has been received, the Operations Support Staff and Crisis Management Team may be required to respond immediately.

Step 1: EOC Director to contact the Incident Commander for a briefing about the emergency.

Step 2: EOC Director to assemble support roles as required in the Emergency Operations Centre and review the potential emergency, determine the level of the emergency, and confirm with the AER / MER.

Step 3: If a Level 1 emergency or higher has been declared, set up a regular incident briefing schedule with the Incident Commander and others to ensure that objectives are being met and key assignments are supported when required.

8.1.3 Ongoing Emergency Communication

There are 4 types of Emergency Communication that will occur during an Emergency:
- Response Teams Communication
- Internal Communication (Head Office)
- External Communication (Outside of Response Teams).
- On-Site Communication

All communication must be accurately recorded and followed up on. Communication must be clear and concise during the response.

Response Teams Communication
The Emergency Operations Committee and Incident Commander must clearly identify who is participating in the response and identify their role(s) in the emergency. This shall then be communicated to all responders. Regularly scheduled meetings may be held, as needed.

The communication flow is based on the ICS structure:
- Only Commanders and Section Chiefs can communicate outside of the response structure with the other response team.
- The Units in the field or on-site report directly to their Leaders.
- The Leaders report directly to the Supervisors.
- The Supervisors report directly to the Section Chiefs.
- The Section Chiefs report directly to the Incident Commander.
- The Emergency Operations Committee and the Incident Commander are to have a direct line of communication.

Reporting
All responders are required to fill out the necessary forms located in the Forms Section and return them to their Unit Leader or person they are reporting to immediately following the incident. All internal reports are to be retained by Strathcona Resources for review or provided to the AER / MER upon request.

The EOC Director, in consultation with the Incident Commander will provide written reports within 14 days of the incident, detailing the cause of the incident, the means used to control or end the emergency situation, lessons learned and any additional information to outside agencies including emergency services, regulatory agencies and other public authorities.

Internal Communication (Head Office)
Should an emergency occur during normal business hours, all local staff should be notified of the emergency and asked to standby in case they are asked to become a part of the response. Additionally:

- The Receptionist shall be advised on how to direct all incoming calls.
- No contact shall be made with outside agencies, except approved statements made by the Public Information Officer, to prevent media leaks.
- Consideration to the length of the emergency should be given and some staff should be released so that they may become team members in 8-10 hours.
- Avoid making public announcements to protect confidentiality.

External Communications (Outside of the Response Teams)
All communication outside of the Response Teams may be subject to public scrutiny so be cautious, accurate, calm, factual, and punctual.

Public Notification

The duty holder must make the information listed in the below table available to the public as soon as possible during an emergency.

Information Disseminated to the Public at the Onset and During an Incident
To those evacuated or sheltered – at the onset
▪ Type and status of incident. ▪ Location and proximity of the incident to people in the vicinity. ▪ Public protection measures to follow, evacuation instructions, and any other emergency response measures to consider. ▪ Actions being taken to respond to the situation, including anticipated time period. ▪ Contacts for additional information.
To those evacuated or sheltered – during
▪ Description of the products involved and their short term and long term effects. ▪ Effects the incident may have on people in the vicinity. ▪ Areas impacted by the incident. ▪ Actions the affected public should take if they experience adverse effects.
To the general public - during
▪ Type and status of incident. ▪ Location of the incident. ▪ Areas impacted by the incident. ▪ Description of the products involved. ▪ Contacts for additional information. ▪ Actions being taken to respond to the situation, including anticipated time period.

On Site Communication
Strathcona Resources shall supply the communication systems and equipment required to provide an effective exchange between the Incident Command Post and the:

- Evacuation, roadblock and air monitoring personnel
- Emergency Operations Centre (EOC)
- Reception Centre
- Provincial Emergency Coordination Centre (PECC) (Alberta) / Provincial Emergency Operations Centre (PEOC) (Saskatchewan)
- Staging Area

Radio Communications
Radio communications will be utilized where required for onsite and offsite communications.

Telephones
Mobile / cellular telephones will be located at the Incident Command Post and will be available to all field personnel. In cases where landlines may not be available, cellular or satellite communications shall be available at the ICP, Reception Centre and EOC.

8.2 Media and Public Relations

8.2.1 Initial Statements

Approval Process and Corporate Spokespeople

Prior to release, all statements and news releases must be approved by the Incident Commander, Public Information Officer, Executive Team and Legal representative (where possible). Where practical, the AER / MER and other joint parties should be consulted.

The Public Information Officer will act as the Corporate Spokesperson for all planned communications to the media during an emergency. In the absence of the Public Information Officer, the EOC Director, Incident Commander and / or delegate will assume the role of Spokesperson.

Initial Incident Acknowledgement and Preliminary Statement
Template statements and information guidelines are provided below and are to be modified dependent on the type of incident and to work for the applicable communication channel (i.e. in person, via email, web).

Holding Statement
Strathcona Resources is currently responding to an incident at our [LOCATION]. More details will be shared as they become available. The safety of people and the environment are our top priorities. All media inquiries are handled by Strathcona's Communications department. Please direct inquiries to communications@strathconaresources.com.

Preliminary Statement Template
[APPROX. TIME *(i.e. this morning, afternoon, evening*], we experienced an [INCIDENT *(i.e. operational upset, unplanned release, power outage, fire, etc.)]* at our [FACILITY / ASSET NAME] located [WHERE *(describe proximity to nearest town / city)*]. We immediately activated our emergency response plan and the *(plant, well-site, pipeline, rail facility)* has been [CURRENT SITUATION *(shut down, isolated, evacuated)].* STATUS OF EMPLOYEES / ENVIRONMENT *(all employees accounted for, no injuries reported, no significant risk to the environment)*]. The safety of our people and the environment remain our top priorities. Appropriate regulators and authorities *(have been / are being)* notified and we are working closely with them. Further updates will be provided if needed. A full investigation will be initiated when *response efforts allow / it is safe to do so.* All media inquiries are handled by Strathcona's Communications department. Please direct inquiries to communications@strathconaresources.com.

8.2.2 Media Releases

The following information must be released to the general public during an incident:

- Type and status of incident.
- Location and proximity of the incident to people in the vicinity.
- Areas impacted by the incident.
- Effects the incident may have on people in the vicinity.
- Actions the general public should take if they experience adverse effects.
- Description of the products involved and their short- and long-term effects.
- Public protection measures to follow, evacuation directions and any other emergency response measures to consider.
- Actions being taken to correct the situation and time period anticipated.
- Contacts for additional information.

Any press releases that are issued should be posted for command staff and shared with all company employees. As well, copies must be provided to the Public Safety Group Supervisor and / or Telephone Unit.

All communication with the media is undertaken by the Public Information Officer in consultation with the AER / MER.

The Public Information Officer must coordinate any media releases with the AER / MER and applicable government agencies prior to releasing the information to ensure consistency and accuracy of information. Communication with the media should not be delayed and should be calm, factual, and punctual.

The duty holder must keep all affected persons and the media informed of the status of an emergency

Strathcona Resources employees and contractors / sub-contractors shall not volunteer information or opinions regarding any incident. If approached by the public or media, refer the representative to the Incident Commander or when established, the designated Public Information Officer. Do not speculate on the cause or damages resulting from the emergency and under no circumstances are the names of any victims to be released before next of kin are notified.

8.2.3 Media Protocols

All media inquiries need to be directed to the Public Information Officer.

Media inquiries received by email, social media channels or text

- Do not reply. Provide to the Public Information Officer as soon as possible.

Media inquiry received by phone

- Be polite.
- Provide the following statement: ***"All media inquiries are handled by the Public Information Officer, but I can take your name, the name of your organization and your contact information and I will ask that they contact you as soon as possible."***
- Be careful not to deny information or facts. Again, simply state you are not the Public Information Officer.
- Gather the information on the Media Inquiry Form, if possible.
- Forward the completed Media Inquiry Form to the Public Information Officer as soon as possible.

In-person approach by media

The media may attempt to contact company representatives at the incident site or near the site. If you are approached by the media:

- Be polite.
- Provide the following statement: ***"All media inquiries are handled by the Public Information Officer, but I can take your name, the name of your organization and your contact information and I will ask that they contact you as soon as possible."***
- Be careful not to deny information or facts. Again, simply state you are not the Public Information Officer.
- Gather the information on the Media Inquiry Form, if possible.
- Forward the completed Media Inquiry Form to the Public Information Officer as soon as possible.

8.2.4 Setting up a Media Centre or News Conference Space

It may be necessary to set up a media center online or near the incident site. The media center serves to share information, resource materials, and to hold news conferences / interviews.

Virtual Media Centre

A / V and Technical Requirements	Other
▪ dedicated website space / page for announcements and updates ▪ virtual webcasting / conferencing system (Teams, Zoom, Webinar) ▪ a mechanism to invite participants (media advisory, social media, email) ▪ Q&A capability and process ▪ back-up dial in information ▪ strong Wi-Fi connection and bandwidth ▪ high quality webcams / external microphones for recording capability	▪ corporate literature, as well as geographic / maps and other public-appropriate materials such as displays, or photographs should be posted online for easy access ▪ spokespersons should be seated in quiet location to optimize sound ▪ consider when social media channels may be used to share information ▪ determine if you want video or if the conversation will be voice only

Physical Media Centre

A / V and Technical Requirements	Other
▪ flip charts or white boards ▪ internet access ▪ electric extension cords ▪ capability to use LCD projector or DVD video ▪ a podium and microphone / sound system– possibly with corporate logo behind the podium ▪ conference-call capable phone line	▪ parking for “live report” media trucks ▪ separate break-out room for media ▪ chairs and tables ▪ corporate literature, as well as geographic / maps and other public-appropriate materials such as displays or photographs ▪ capability to supply refreshments (coffee, juice) ▪ easy access by Strathcona Resources staff and the media

8.2.5 Conducting Media Briefings

- Invite media and share the briefing information with reporters who cannot attend.
- Prepare media briefing materials in advance.
- Provide relevant incident report facts, visual aids (maps, drawings) and fact sheets.
- The briefing should be attended by the spokesperson, senior managers designated to answer technical questions, an emergency-services spokesperson, and local first responders, if appropriate.
- Keep the session brief – about 15 minutes.

Note: If the media briefing is held at a Strathcona Resources facility, the Public Information Officer (or designate) should always accompany media personnel.

Interview Tips

In the event of an emergency, many requests will be received from all sources of media seeking interviews with spokespersons and / or senior management.

All employees that may fill the role of a spokesperson will be familiar with the format of an interview and will previously have attended spokesperson training sessions. A further preparation session will be held prior to any media interview.

Principles of an interview

- Before the interview, decide on three points you want to make and work these into your answers.
- Go into the interview understanding your “go” and “no go” areas.
- Listen to the question and only answer what is being asked.
- Answer questions honestly and do not speculate. If you don’t know the answer, say so and commit to following up afterward.

Structuring your message

- Start with the most newsworthy information, followed by important details, and wrap up with other general, background information.
- Remember the CAP rule: Express CONCERN about the issue, how you are ACTING on the issue, and provide PERSPECTIVE on the issue.
- Remember your bridges:
  - "Let's put this into context…"
  - "That's an interesting point, however…"
  - "Let's not lose sight of…"

Never	Always
▪ Go "off record"	▪ Use plain language
▪ Say "no comment"	▪ Keep answers concise
▪ Assume the interview is over	▪ Repeat answers to repeat questions
▪ Verbally attack the reporter	▪ Focus on human factor
▪ Walk out	▪ Focus on solution
▪ Challenge the interviewer	▪ Be polite and friendly

8.2.6 Next of Kin Notification / Visit (Serious Injury / Death)

Preparation

- Immediacy is important to preventing inadvertent notice from occurring.
- The next of kin should be notified prior to any release of information that details the events or includes the affected individual's name.
- Coordinate the notification with appropriate local authorities. For example, the RCMP have procedures to follow and will normally make the notification, accompanied by a company representative.
- After the initial notification is made, choose an appropriate Strathcona Resources representative to share sympathies on behalf of the organization. This is typically the CEO and / or highest-ranking executive for the area.
- Human Resources can supply pertinent employee information to inform next of kin communication and offer details on available support programs.
- Determine what details of the incident can be revealed before meeting the next of kin. Only factual information can be provided which may not be immediately available. Check with the Incident Commander before releasing information.
- Determine, when possible, the cause of death or injury, what was done to rescue, ease suffering, etc.

Communicating with the Family

- The RCMP will perform notifications.
- A Strathcona Resources representative should follow up via phone and offer to visit in-person when appropriate.
- Display calmness / openness, competency / compassion.
- Provide facts in a brief and honest manner, no speculations, personal opinions or blaming.
- If it is a death, use the word "dead" rather than "passed away."
- Do not make empty promises (eg. "Don't worry I'm sure everything will turn out alright")
- Do assure the family that:
  - "We will do everything we can to help."
  - "We will investigate how this happened and do everything we can to prevent this from happening again."
- Listen carefully and allow the person(s) to express emotions.
- Ask, "What are your concerns / wishes / needs / right now?" - so that you can be clear about what you can offer.
- People can react very differently. Be prepared for anger, denial, tears, withdrawal, etc.
- Be aware that a variety of physical reactions could occur.
- Offer to arrange necessary supports (i.e. family, friends, phone answering service, childcare, medical professionals, grief counsellors, etc.)
- Leave the following names and telephone numbers with the family:
  - Who to reference for media inquiries.
  - Strathcona Resources Human Resources.
  - Employee Assistance Program Contact.
  - Member of Notifying Team.

- Request permission to disclose the individual's name in future communications about the incident.
- Ask if it is okay to reconnect soon and how best to do that.

Follow Up

- Notify the Strathcona Resources Human Resources and the EOC Director immediately after a visit.
- Human Resources will continue to support the family with insurance claims and access to benefits, including Employee and Family Assistance Program (EAP).
- Check back with the family to offer assistance on a regular basis.
- If a fatality was involved, consider who from the company will attend the funeral services.
- In the event of a fatality, consider what actions the company can and should take to honour the memory of the deceased, remaining consistent with the family's wishes.

8.3 Post Emergency Communications

Tasks are not complete when the response to the emergency is over. A great deal of work and communication remains. The types of Post Emergency tasks are:

- Gathering of response team logs.
- Contacting any parties who were notified.
- Resident follow up.
- Damage assessment and monitoring.
- Press releases and media follow up.

Gathering of Response Team Logs

Both the Emergency Operations Committee and the Incident Commander need to gather notes and logs from all persons who responded to the incident so that they may be reviewed for:

- Required follow ups.
- Submission to regulatory agencies.
- Learnings and ERP updates.

Contacting Parties Who Were Notified

All agencies, residents, mutual aid partners, and bystanders that were contacted during the emergency need to be followed up with. Needs, insights or observations shall be gathered, and everyone shall be informed of the current status of the emergency. Failure to contact any single entity may result in poor public relations.

Resident Follow Up

All residents, occupants, transients, or other members of the public that were contacted or adversely affected by the emergency need to be followed up with immediately to determine additional physical needs, emotional or financial losses, business continuity concerns, etc. Each follow up needs to be documented and concerns dealt with immediately.

Damage Assessment and Monitoring

Agencies or members of the public that have suffered damage shall be continuously followed up with. On site damage needs to be documented and monitored to prevent further contamination and avoid evidence from being altered.

Press Releases and Media Follow Up

If necessary, prepare a statement that shares that the incident has been effectively resolved and normal operation restored. Focus on the many positives from the response (i.e. all safety equipment operated as required, training was extremely beneficial, the quick response resulted in a minimum of damage, no loss of life or serious injuries occurred, etc.). Share with relevant media as needed / requested.

8.4 Non-Emergency Communication

These communications are designed to keep people informed of operations. Non-emergency communications that typically occur with the undertaking of a development project include:

- Personal consultations and notifications during the public involvement program.
- Operational communications pertaining to pre sour meetings, rig moves and the completion of operations.
- Updates or revisions to the ERP.

Personal Consultations and Notifications
Strathcona Resources may be required to conduct a public involvement program identifying all individuals, residents, public facilities, local authorities and area operators that may be impacted by a development project. This identification process can be accomplished through means such as identifying surface developments within an EPZ, meetings with local interest groups, community leaders, contacting other industrial operators and government agencies / departments and talking with landowners. Strathcona Resources may be required to develop public information packages for personal consultations and notifications during this public involvement program.

Planned Public Communication
Keeping the public informed as operations proceed is critical to the success of a project. The planned communication may be done in person or by an automated call out system.

Operational Communications
Operational communication is conducted by staff working in conjunction with the companies' operations. This group can provide valuable feedback to the project managers to keep the ERP and other project details current.

Websites and Toll-free Numbers
A website or bulletin board may be used for projects to provide updates to the resident(s) and interested parties.

Toll free numbers are an effective way to communicate with residents. They are always to be monitored and answered.

9.0 Post Incident Procedures

Post incident procedures may be lengthy and, in some instances, may be longer than the incident itself. The time period between the demobilization of the response and the implementation and completion of the recovery program may be from a few days to several weeks depending on the incident.

Keeping the public and government informed of the post emergency procedure process is critical to the success of returning to normal activities and rebuilding public confidence.

The decision to return people to the area and to resume normal operations will be made by Strathcona Resources and relevant government agencies responsible for public safety. Government clearance to resume normal activities may be required if there has been a fatality, serious injury, or extensive damage. Relevant government agencies that may be involved include the RCMP, Occupational Health and Safety, AER / MER and environmental agencies.

Once a decision to return to normal status is made, Strathcona Resources will notify all affected parties.

When the all clear is given, ensure that:
- Buildings are ventilated and checked for gas pockets before allowing the occupants to enter.
- All safety equipment, machinery and tools are cleaned, repaired, and returned to their normal locations.
- All work areas are cleared and restored.
- Emergency responders and other key participants in the emergency are debriefed as soon as possible.
- Critical Incident Stress Debriefing (CISD) is quickly initiated whenever required.

Post Incident Manual Check
After an incident is resolved, this ERP must be reviewed for completeness. Any defaced or missing pages are reported to the manual coordinator and are replaced.

9.1 Response Demobilization

- Demobilize response equipment / supplies.
- Ensure all equipment is serviced and recalibrated.
- Ensure all equipment / supplies are replenished.
- Ensure the removal of any public notifications that may have been posted.
- Submit / collect all response incident / event logs and all other forms.
- Ensure all evacuees have been notified of the demobilization and have received assistance.
- Collect all claim forms from evacuees and submit to the Finance / Administration Section Chief to process.

9.2 Response Debriefing

- Complete response debriefing for all response teams.
- Submit, in writing, response findings and recommendations to the Incident Commander, which will be submitted to the Emergency Operations Committee.

9.3 Critical Incident Stress Management (CISM)

An important part of any emergency response and post emergency wrap up is to set up a CISM program for all Strathcona Resources personnel and affected residents that are directly involved in the emergency response within 72 hours following the incident.

After an emergency, company personnel should go through a critical incident stress debriefing. Personnel who responded to the emergency may have experienced one or more of the following:

- A death or serious injury of a co-worker, perhaps witnessed events that have left them very distressed and unable to cope with what they witnessed.
- Witnessed distressing sights (eg. casualties of co-workers or members of the public).
- Stress from pressures, responsibility overload, physical, mental, and emotional demands, limited resources, and high expectations from others.
- Extreme working conditions (eg. hazardous environments or weather conditions).

Company personnel may require assistance from mental health personnel to deal with what they are feeling after the emergency is over. Strathcona Resources will ensure that all responders to the emergency are provided with the necessary medical or mental health treatment they require to deal with the stress of the emergency.

A CISM program will need to be made available to the affected residents / occupants of the EPZ as well as those outside who were affected (if applicable). Responders and the affected public should not be involved in the same CISM sessions.

9.4 Recovery Plans – Public

A comprehensive recovery plan will need to be developed and implemented to keep the public apprised of the recovery process and commence the rebuilding of public confidence.

Operations at Site

- A comprehensive recovery plan will need to be developed and implemented to return operations to the site, or to ensure that the site is safe.

Administrative

- Maintain site integrity through the use of roadblocks, rovers, and physical barriers
- Meet with company legal counsel
- File an insurance claim
- Meet with government agencies
- Log all persons entering / exiting the site on the *Incident Investigation Report*

9.5 Incident Investigation

All incidents, regardless of their severity, should be investigated. The purpose of investigations is to identify both the factors that contributed to an incident and the root causes behind those factors. For all incident investigations the *Incident Investigation Report* shall be completed.

The incident investigation entails a detailed review of the circumstances leading up to and including the incident. The investigation shall be initiated by the supervisor or manager and conducted with participation from all levels (including managers, supervisors, Health and Safety Committee members, and other workers who might bring specialized skills or knowledge to the investigation process) as soon as practicable. As well as documenting the basic and immediate causes, incident investigation requires a more in-depth review by identifying indirect contributing factors and root causes. Each incident investigation will be required to identify corrective action and a specific person responsible for follow-up and an associated timeline for completion. All reports and investigations should be reviewed and signed off by Senior Management upon completion and follow-up action has been taken to prevent a recurrence of the incident.

Do not disturb the scene of a reportable incident or injury unless photographic / video documentation has occurred, and:

- You have to attend to someone who has been injured or killed
- You have to take some action to prevent further injuries
- You have to protect property that is endangered as a result of the incident
- You have been given permission to do so by an Occupational Health and Safety Officer or a Peace Officer

In some cases, external agencies such as the RCMP, WCB, Occupational Health and Safety, and AER / MER may be required to conduct their own investigations.

9.6 Recovery Demobilization

Recovery Demobilization should include procedures to:

- Demobilize recovery personnel.
- Demobilize recovery equipment / supplies.
- Submit / collect all incident / event logs and all other forms.

9.7 Recovery Debriefing

Complete recovery debriefing for all recovery teams and submit findings, recommendations, changes etc. to the Emergency Operations Committee.

9.8 Recovery Reporting

A detailed report will be prepared by Strathcona Resources to evaluate emergency control procedures and identify areas of weakness in the existing system. Recommendations for improvement in areas such as training, communications, logistic support, and established planning procedures etc. will be implemented immediately in order to improve the capabilities for handling future emergency situations. Strathcona Resources will complete a report and file it with the AER / MER. A summary of this report should be prepared and sent to all affected residents in the area.

The duty holder will complete the required reports and file them with the AER / MER.

10.0 Training, Meetings and Exercises

Training, meetings, and exercises are essential elements of emergency preparedness. Conducting simulations, drills and meetings on a regularly scheduled basis is necessary to ensure proper personnel training in the ERP and proficiency in executing the ERP for a wide range of emergencies. They also ensure all equipment, maintenance, and usage programs are sufficient.

Strathcona Resources must review this corporate level ERP with personnel assigned roles and responsibilities to ensure that it can be properly implemented

All aspects of the ERP are required to be exercised by drills and simulations at prescribed frequencies based on exposure, risk and regulatory requirements. Periodic drills are the most effective method for keeping the ERP current and ensuring personnel are proficient in its use.

A wide range of emergency scenario situations are conducted to ensure a balanced and complete plan. Upgrading the ERP shall be a continuous process with the maximum number of plan upgrades resulting from periodic simulations / drills.

Strathcona Resources managers and supervisors will work to ensure that personnel are able to attend mandatory scheduled drills, exercises, and ERP review meetings. More than one scheduled drill, exercise, or ERP review meeting may need to be held in order to accommodate personnel attendance.

10.1 Training

The duty holder must provide training sessions to ensure that response personnel are competent in emergency response procedures. The duty holder is expected to provide ERP training on:

- The overall plan.
- Roles and responsibilities during an incident.
- Public protection measures used during an emergency.
- Available communication methods.

In order to demonstrate that response personnel are competent in the emergency response procedures Strathcona Resources will provide training sessions. Records of those who attend a training session are to be kept for a period of 3 years.

Frequency of Training

- Initial ERP training when a new plan has been developed / implemented.
- Update ERP training when major changes have occurred to the ERP, for example:
  - Command structure or roles and responsibilities change.
  - Learned outcomes from a drill or exercise that result in changes to the ERP.
  - Changes in regulations and / or legislation.
- At the discretion of the Strathcona Resources office.

New Employees / Contractors

New employees and / or contractors that commence work with Strathcona Resources after the initial ERP Implementation Training has been held must also receive the same training within the first week of their employment. It is the responsibility of their immediate supervisor to review the ERP with them.

ERP Maintenance

The AER / MER requires Strathcona Resources to keep all ERPs up to date by establishing a plan management process that ensures plans are reviewed and updated on a semi-annual basis, if necessary.

The AER / MER requires each duty holder to keep all ERPs up to date by establishing a plan management process that ensures:

- Plans are reviewed and updated on a semi-annual basis, if necessary
- Updates to the ERP may be triggered by some or all of the following:
  - Changes to current emergency information.
  - New mapping information (a small map of the affected area showing the changes would be acceptable for a period of one year).
  - New resident Information.
  - Any changes to response staff information or response capabilities.
  - Facility additions such as well or pipeline tie-ins that do not require the submission of a supplement.
  - Residents are contacted to update their information.
  - Ground truthing identifies any changes, such as new residents, businesses, and renters, and verifies the ERP maps.

Changes in information that are instrumental to implementing the ERP must be distributed to all required plan holders.

Environment & Climate Change Canada's *Environmental Emergency Plan* requires Strathcona Resources to update this plan annually to ensure its contents are complete and accurate. Strathcona Resources is required to submit a notice to the Ministry that the required review and updates have been completed.

The Environment & Climate Change Canada *Environmental Emergency Plan* requires this plan be tested annually and personnel who will be involved in the implementation of this plan be trained for their specific response roles. Training opportunities for responders may include ERP implementation sessions, ICS training, exercises, drills and additional sessions pertaining to corporate policies and procedures.

10.2 Pre-Sour Meeting Requirements

Sour well ERPs do not require an exercise; however, Strathcona Resources must review its ERP by conducting a meeting with key responders no more the 24 hours prior to conducting operations in the sour zone.

For all critical sour drilling and / or completions operations, Strathcona Resources must conduct a meeting within 96 hours prior to entering the first sour zone to identify hazards associated with the operation, review roles and responsibilities and assess on site personnel capabilities required to implement the ERP.

Those required at the meeting include field response personnel with assigned roles and responsibilities in the ERP and key personnel involved in supervision and management of the emergency response activities.

As a minimum a pre-sour meeting should review the following details:
- A discussion verifying the assigned roles and responsibilities as outlined in the ERP.
- Identification of any revisions to the ERP.
- Confirmation that the emergency contact numbers are correct.
- Communication of the EPZ information to well personnel.

Meetings for non critical sour operations do not require the involvement of government departments and agencies. All documentation should be kept for a period of 3 years.

10.3 Sour Operations Exercises

Strathcona Resources must test sour operation, HVP pipeline, and cavern storage facility ERPs through the following types of planned exercises to promote emergency response preparedness:
- Administrative (tabletop or synthetic), combined with a communications exercise, held annually for each operating area ERP, except in a year where a major exercise is held.
- Major (full scale / full blown), once every three years for each operating area ERP.

In situations where Strathcona Resources has multiple ERPs with the same field supervisory response personnel (Section Chiefs) and infrastructure, the ERPs may be tested simultaneously through one exercise.

Strathcona Resources must notify the appropriate AER Field Centre through the AER Digital Data System (DDS) 30 days in advance of a scheduled exercise through the AER DDS system. Strathcona Resources must also invite the local Authority, Alberta Health Services, or any other government department or agency to participate and / or observe in major exercises.

10.4 Spill Response Exercises

Strathcona Resources must be appropriately represented in a minimum of one spill response exercise annually for each operating area.

AER Directive 71 and MER Directive S-01 requirements state all duty holders must be appropriately represented in a minimum of one spill response exercise annually for each operating area. If the duty holder is not a member of an oil spill cooperative, they must conduct an independent exercise (tabletop or full-scale) at least on an annual basis. Tabletop exercises cannot be used in consecutive years.

The duty holder will receive an invitation to an area exercise if they subscribe to a cooperative with assets in that location. Otherwise, responsibility falls onto the duty holder to notify the AER / MER of an upcoming exercise. A training exercise report summary is required for submission to the AER / MER upon request no later than 30 days following the exercise.

Strathcona Resources is a member in good standing with the Western Canadian Spill Services Ltd. and the Area II Environmental Response Unit Oil Spill Cooperatives.

10.5 Exercise Design

Refer *to Section 4.10 Exercises* of *CAN / CSA-Z-Z246-2 – Emergency Preparedness and Response for Petroleum and Natural Gas Industry Systems* for further detail in exercise design.

An exercise is a simulation of an actual emergency. It enables responders to be trained properly by practicing their roles. When choosing an exercise, the exercise design team shall select one that will:

- Achieve the purpose of the emergency plan.
- Reinforce previous training (prior exercises).
- Ensure the exercise is straightforward enough that available resources are adequate but complicated enough to be challenging for the responders.
- Provides the maximum lessons to be learned.
- Is cost effective.

10.6 Types of Exercises

The type of exercise depends on the purpose of the training, the availability of personnel (and if applicable, local authorities and contracted service personnel) material resources, cost considerations, and the limitations surrounding the location of operations (eg. urban or rural).

Administrative - Tabletop Exercises

- Tabletop exercises shall be considered an intermediate step in a progressive exercise program.
- Usually tabletop exercises are used when you want to introduce new personnel to the ERP, revise or replace an existing ERP, or create an opportunity to group problem solve.
- Usually the exercise is held in a conference room, free of the stress and time constraints of full scale exercises and normally run for several hours.
- Meetings to plan for the tabletop exercise include department heads of the various departments and / or groups within Strathcona Resources, responding agencies (eg. safety company, air monitoring company, etc.), local authorities, and other oil / gas companies.
- A final report on the outcome of the exercise needs to be completed and acted upon. Retention of the report for audit purposes is three years from the date of the exercise.

Administrative - Synthetic Exercises

- A synthetic exercise is a pre-programmed exercise in which all participants use electronic equipment (eg. computers).
- You may combine a portion of a synthetic exercise, for example, testing emergency response management software with a tabletop exercise.

Communication Exercises

A communication exercise can be:

- Alerting Exercise – a fan out call to personnel.
- Emergency Operations Centre Exercise – interorganizational exercises are designed to test and develop communication among company departments. Communications include telephone lines, runners, radio phones, fax machines, computers, etc. Interorganizational exercises are designed to accommodate external responding agencies (eg. local authority, health authority, non-government organizations, etc.).
- Media Exercise – coordination with the media to disseminate factual information to the media.

Major (Full Field) Exercises

- Major exercises involve emergency response agencies, Strathcona Resources, and the deployment of all resources required to test the plan. The exercise may involve only one, a few, or all of the following: police, fire, ambulance, regulatory agencies, municipal or other governments, and Strathcona Resources.
- Major exercises are intended to provide a realistic simulation of an emergency response. A major exercise is similar to a tabletop exercise with the exception that all required resources are actually deployed.
- The design of a major exercise must take into account: cost of the exercise (not only to Strathcona Resources, but also external agencies), resources required internally and externally, safety of all personnel and any public members involved, exercise termination directives, notification of the exercise to everyone involved (eg. public, media, response agencies, regulatory authorities, etc.) and an emergency notification procedure in the event of an actual emergency during an exercise.
- A final report on the outcome of the exercise would need to be completed and acted upon. Retention of the report for audit purposes is three years from the date of the exercise.

10.7 Drills

A drill is taking specific components of the ERP and testing it. Examples of drills may include:

- Testing the Emergency Call Out System
- Testing the Roadblock Unit
- Testing the Logistics Section
- Fire Drill

A drill can be tested in the field or in an office setting. Documentation of the drill plan and report outcomes will need to be completed and acted upon. Retention of the report for audit purposes is three years from the date of the drill.

10.8 Post Exercise / Drill Discussion

- A post exercise / drill discussion must be completed immediately following an exercise or drill.
- Discussion and review by all personnel involved in the exercise / drill shall assist in assessing the results of the objectives.
- The discussion shall be lead by either the appropriate management representative from Strathcona Resources, or an exercise consultant.
- One or more documentation supervisors shall be available to document outcomes of the exercise / drill and a final report prepared.

10.9 Lessons Learned

- Lessons learned from exercises / drills are a valuable source of evaluated information and reference data for the emergency planning program.
- Any outcomes that necessitate change to the ERP will be submitted to the administrator of the ERP and the ERP updated appropriately.
- If additional training is required, Strathcona Resources shall schedule the training.

10.10 Documentation

The following information pertaining to personnel training, meetings and exercises must be documented and retained for a period of 3 years:

- Records of staff training.
- Within 60 days of an exercise, results to be maintained for assessment purposes which include:
  - Type of exercise.
  - Scope and objectives.
  - Persons involved.
  - Outcome (objectives achieved).
  - Lessons learned.
  - Action plan, including timelines.
- Documentation of all pre-sour meetings, such as attendance sheets, invitations and minutes for possible review under the AER / MER Emergency Response Assessment program.

The Environment & Climate Change Canada (ECCC) *Environmental Emergency Plan* requires Strathcona Resources to submit a notice to the Minister following any portion of this plan being tested along with any updates to the plan and certification that the information within this plan is current, accurate and complete. Not all plans are submitted to ECCC. A record of plan revisions and results from annual tests are to be kept on file by Strathcona Resources for a period of seven years.

11.0 Assets and Equipment

This section contains area summaries for each operating area. Each summary will include area specific contacts, equipment, asset listings and maps.

11.1 Safety Equipment

During normal operations, all operators carry their own equipment as required by safety and emergency response plans. This equipment may include, but is not limited to the following:

- Communications equipment (cellular telephone or radio)
- Fire extinguishers
- First aid kits
- Handheld H_2S / SO_2 detector
- Flare gun and flares
- Roadblock equipment (barricade, orange vest, hard hat, reflective coveralls, gloves, personal H_2S monitor and flashlight)

In an emergency situation, additional communication equipment (cellular and/or satellite phones and radios) will be provided to responders, including rovers, roadblock, reception centre and air monitoring personnel, as needed.

The duty holder must ensure that equipment identified in the ERP is available and located where specified in the ERP for any operation.

11.2 Assets and Area Summaries

The following table details the fields contained in the Lloydminster Conventional ERP. Please refer to the appropriate site specific section for information on asset details, local contact information, maps, and equipment listings.

ERP Name	Included Fields		CEPA Sites
Lloydminster Conventional (13 Fields)	Alberta ▪ Bellis ▪ Edgerton ▪ Ewing Lake ▪ Ferrybank ▪ Swalwell	Saskatchewan ▪ Greater Bodo Areas (CER) ▪ Cactus Lake ▪ Court / Fusilier ▪ Druid / Tramping Lake ▪ Neilburg ▪ Plover Lake ▪ Westhazel ▪ Winter	▪ Plover Lake

The duty holder must ensure that its 24 Hour emergency telephone number is posted by way of a conspicuous sign erected at the primary entrance to all licensee wells and facilities.

STRATHCONA RESOURCES LTD

STRATHCONA RESOURCES LTD GREATER BODO AREAS EMERGENCY RESPONSE PLAN

24 HOUR EMERGENCY LINE:
1.888.488.7190

MARCH 2025

2025 ANNUAL ERP UPDATE

GREATER BODO AREAS

STRATHCONA RESOURCES LTD. 24 HOUR EMERGENCY LINE: 1.888.488.7190

Strathcona Resources Head Office	Bus: 403.930.3000	1900, 421 7 Avenue SW Calgary, AB T2P 4K9

INTERNAL CONTACT NUMBERS

[redacted]

CORPORATE CONTACTS

[redacted]

CRISIS COMMUNICATIONS

[redacted]

FACILITY DESCRIPTION

[redacted]

FACILITY DESCRIPTION (continued)

South Bodo: The South Bodo 14-32-036-01 W4M is a sweet facility and has 17 [redacted]

EPZ INFORMATION

[redacted]

AREA SUMMARY

CLOSEST URBAN CENTRE

The nearest urban centres are Provost, AB located approximately 33.6 km northwest of the field, and Macklin, SK located approximately 23.8 km north of the Greater Bodo Areas.

HYDROLOGY

There are numerous bodies of water in both the Alberta and Saskatchewan sides of the Greater Bodo Areas, including Cactus Lake, Cosine Lake and Eyehill Creek.

HIGHWAYS

Highway 771 (runs east-west) and Highways 317, 680 and 899 (which runs north-south). Note: If closing a highway, the RCMP and the local Alberta Transportation District / Sask Highways must be notified.

SITE ACCESS

Refer to access map on the following pages.

FACILITY DESCRIPTION (continued)

ON-SITE STORAGE

[redacted]

OTHER AREA OPERATORS & TIE-INS

OIL & GAS	
Cenovus	877.458.8080
Saturn Oil + Gas Inc	866.413.7800

TIE-INS*

** There are tie-ins between Strathcona Resources and the above indicated companies. Strathcona's ERP does not cover emergencies for other operators.*

RAIL	
Canadian National Railway (CN)	800.465.9239

OTHER AREA USERS	
None	

SERVICE CONTRACTORS

MOBILE AIR MONITORING		
Safety First	Hardisty	780.888.3926
United Safety	Central Dispatch	800.432.1809
OILFIELD FIRE FIGHTING / SAFETY CONTRACTORS / WELL CONTROL SPECIALISTS / IGNITION		
Firemaster Oilfield Services	Central Dispatch	403.342.7500
SAFETY SERVICES		
HSE Integrated	Province Wide	888.346.8260
Trojan Safety Services	Central Dispatch	250.785.9557
SPILL RESPONSE		
Ridgeline Canada	Emergency	866.574.7928
Matrix Solutions Inc.	Emergency	877.774.5525
TRUCKING COMPANIES		
Crude Master Transport	Lloydminster	780.875.4733
Heavy Crude Hauling	Lloydminster	877.875.5358
Stanchuck Trucking	Lloydminster	780.875.7665
Clean Harbors (Vac)	Provost	780.753.6330
Al's Truck Service (Vac)	Macklin	888.858.2213
UTILITIES		
AB - ATCO Gas	Province Wide	800.511.3447
AB - Enmax	Province Wide	310.2010
AB - Telus	Province Wide	310.2255
SK - SaskPower	Province Wide	310.2220
SK - SaskEnergy	Province Wide	800.700.0427
SK - SaskTel	Province Wide	800.727.5835
EMERGENCY RESPONSE MANAGEMENT		
Behr Integrated Solutions	Calgary	403.444.6940
TRANSPORTATION		
Odyssey Coach Lines	Saskatoon	888.261.0781
Prairie Bus Lines	Central Dispatch	866.342.6390
Red Arrow Motor Coach	Central Dispatch	800.232.1958
HELICOPTER COMPANIES		
Canadian Helicopters Ltd.	Province Wide	780.429.6900
Delta Helicopters Ltd.	Province Wide	800.665.3564

STRATHCONA RESOURCES LTD

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GREATER BODO AREAS

SERVICE CONTRACTORS (continued)

WCSS *See website for more info (www.wcss.ab.ca)

24 Hour Emergency Contact		866.541.8888
Coop 3 (AB)	GWG Investments Inc	403.346.7668 403.391.6904
	Challand Excavating Ltd.	403.845.2469 403.845.0018
	Al Saunders Contracting & Consulting Inc	403.638.4261 587.998.3705
	Bromby Welding	780.888.0005 780.888.1095

OIL SPILL CONTINGENCY GROUP *See website for more info (saskoilspill.com)

Area II SK Environmental Response Unit	24 Hour Emergency Contact	306.460.5102
	Trailer located at R360 Environmental Solutions Canada Inc. Facility – 16-16-030-23 W3M, 11 km North of Kindersley on Highway 21	

GRAZING LEASES

GRAZING ID	NAME	EMERGENCY
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]

TRAPPERS

TRAPPER ID	NAME	EMERGENCY
[redacted]		

GUIDES & OUTFITTERS

COMPANY	NAME	EMERGENCY
WMU 200 – Sounding		
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]
[redacted]	[redacted]	[redacted]

SURFACE DEVELOPMENT INFORMATION

In the event of an incident, ensure all members of the public are notified and provided with response information. If required use rovers and road blocks to clear and isolate the areas in close proximity to the incident.

SAFETY EQUIPMENT

OPERATOR / TRUCK SAFETY EQUIPMENT

All operators carry their own equipment as required by their safety and emergency response plans. This equipment may include, but is not limited to the following:

- Communications equipment (cellular telephone or radio)
- Fire extinguishers
- First aid kits
- Hand held H_2S detector
- Roadblock equipment (barricade, orange vest, hard hat, reflective coveralls, gloves, personal H_2S monitor and flashlight)

Strathcona Resources requires that all operators test equipment annually and that all personnel are trained on the safe and proper use of equipment.

NOTIFICATION

Operators attend to the facility, wells and gathering system 7 days a week. Facilities are equipped with alarms that result in operators being notified on a 24/7 basis and result in on-call operators responding to the field or site. Current alarms include high pressure, high temperature, vibration alarms, high/low glycol levels, LEL and fire.

All automated compressor sites have automatic flare igniters and LEL and gas detection. A SCADA or ZEDI system monitors compressors and satellites throughout the area to alert the operator in the Control Room to possible malfunctions. The Control Room operator in turn notifies the operator in the field who will respond to the call.

COMMUNICATIONS

The primary method of communication is cellular phone.

ROADBLOCK KITS / IGNITION KITS

Roadblock kits and ignition equipment is located at East Bodo and North Cactus locations.

PUBLIC SAFETY MEASURES

PROTECTION MEASURES

Initial notification will be made to the public within the 80 m EPZ. Public protection measures will be assessed at the time of the incident. Because there are NO known residents within the calculated sour gas line [redacted], shelter-in-place and evacuation is not required to protect the public from sour gas. However, should an incident occur at any well, pipeline or facility Strathcona Resources, personnel may for other reasons request the public to evacuate.

Public protection measures will be assessed for all Strathcona Resources incidents and a public protection measure, if required, will be implemented for all Level 2 incidents.

ROADBLOCKS / ROVERS

Roadblocks will be positioned at every road leading into or away from the hazard area. Strathcona Resources operations personnel will initially restrict entry into the hazard area. If roadblocks are established, a safety company will be asked to provide the equipment. Rovers will assist anyone who is being evacuated.

AREA ISOLATION

Secure the initial 80 m EPZ (hazard area) by requesting that all persons leave the area.

Contact information for residents and business owners falling within 80 meters of any pipeline and 60 meters of any well or facility is listed on the Greater Bodo Areas maps. This confidential information shown on the maps is to be used by Strathcona Resources personnel only. A resident list is contained in the following pages.

AGENCY CONTACTS - ALBERTA

IMMEDIATE CONTACT REQUIRED AT ANY LEVEL OF EMERGENCY:

AER Energy & Environmental Emergency 24-Hour Response Line		800.222.6514
AER Field Operations, East	Bonnyville Field Centre	780.826.5352
CER	Pipeline Emergencies *via TSB*	819.997.7887
	All Other Emergencies	403.299.2773

IMMEDIATE CONTACT REQUIRED IF ANY RESIDENTS ARE CONTACTED AT LEVEL 1 OR HIGHER:

RCMP	Emergency Provost	911 780.753.2215
MD of Provost	24 Hour Office	780.753.2434 780.753.2434
Alberta Health Services	Province Wide	[redacted]

PROVINCIAL GOVERNMENT CONTACTS - ALBERTA

Alberta Boilers Safety Association (ABSA)		780.437.9100
Alberta EDGE (Environmental and Dangerous Goods Emergencies)	24 Hour Dangerous Goods Reporting	800.272.9600
Alberta Emergency Management Agency (AEMA)	PECC - Provincial Emergency Coordination Centre	866.618.2362
Alberta Forestry & Parks	Wildfire Reporting	310.FIRE(3473)
Alberta Transportation & Economic Corridors	Hanna District	403.854.5550
CANUTEC	Dangerous Goods Emergencies	613.996.6666 888.226.8832 (From cell) *666
Emergency Response Assistance Canada (ERAC)		800.265.0212
Environment & Climate Change Canada (ECCC) *via AER*	Environmental Emergency Reporting	800.222.6514
HealthLink Alberta	24/7 Health Advice	811
NAV Canada *via Flight Information Centre (FIC)*	Notice to Airmen (NOTAM)	866.WX.BRIEF 866.(992.7433) 866.541.4102
Occupational Health and Safety	Incident Reporting	866.415.8690
Poison and Drug Information Service (PADIS)	Alberta	800.332.1414
Utility Safety Partners	Click Before You Dig!	800.242.3447
Workers' Compensation Board (WCB)	Within Alberta	866.922.9221

EMERGENCY SERVICES - ALBERTA

AMBULANCES		
AB Ambulance Service		911
Air Ambulance (STARS)	#7506: 09-14-037-01 W4M	888.888.4567
HOSPITALS		
Provost Health Centre	Provost	780.753.2291
FIRE DEPARTMENTS		
Provost Fire Department		911
RCMP		
RCMP	Emergency Provost	911 780.753.2215

RECEPTION CENTRES - ALBERTA

Canalta Hotel	Provost	780.753.2255
Best Western	Wainwright	780.845.9934

AGENCY CONTACTS - SASKATCHEWAN

IMMEDIATE CONTACT REQUIRED AT ANY LEVEL OF EMERGENCY:

Energy and Resources Oil & Gas Incident Management & Reporting	Emergency Support Line ER Service Desk	844.764.3637 855.219.9373
Saskatchewan Environment Spill Report Centre	Spill Reporting Line	800.667.7525
MER Kindersley Field Office		306.463.5400

IMMEDIATE CONTACT REQUIRED IF ANY RESIDENTS ARE CONTACTED AT LEVEL 1 OR HIGHER:

RCMP	Emergency Kindersley (Kerrobert) Unity	911 306.834.6550 306.228.6300
RM of Eye Hill #382	24 Hour Office	306.228.7373 306.753.2075
RM of Heart's Hill #352	24 Hour Office	306.834.7369 306.372.4224
Saskatchewan Health Authority	24 Hour	[redacted]

PROVINCIAL GOVERNMENT CONTACTS - SASKATCHEWAN

Saskatchewan Public Safety Agency (SPSA)	Province Wide 24 Hr	800.667.9660
Sask 1st Call	Before You Dig	866.828.4888
Sask Highways and Infrastructure	Emergency Only	306.787.1577 306.787.3111
CANUTEC	Dangerous Goods Emergencies	613.996.6666 888.226.8832 (From cell) *666
Emergency Response Assistance Canada (ERAC)		800.265.0212
HealthLine Saskatchewan	24/7 Health Advice	811
NAV Canada *via Flight Information Centre (FIC)*	Notice to Airmen (NOTAM)	866.WX.BRIEF 866.(992.7433) 866.541.4102
Fisheries and Oceans Canada	Report Marine Pollution	800.889.8852
Occupational Health and Safety	Incident Reporting	800.567.7233
Saskatchewan Firewatch Line	Report a Wildfire	800.667.9660
Saskatchewan Poison Centre	Province Wide	866.454.1212
Technical Safety Authority of Saskatchewan (TSASK)	Province Wide	866.530.8599
Workers' Compensation Board (WCB)	Within Saskatchewan	800.667.7590

EMERGENCY SERVICES - SASKATCHEWAN

AMBULANCES		
Sask911		911
Air Ambulance (STARS)	#4826: North Cactus 16-19-036-28 W3M	888.888.4567
HOSPITALS		
Provost Health Centre	Provost, AB	780.753.2291
FIRE DEPARTMENTS		
Macklin, Luseland, Major, Kerrobert		911
RCMP		
RCMP	Emergency Kindersley (Kerrobert) Unity	911 306.834.6550 306.228.6300

RECEPTION CENTRES - SASKATCHEWAN

Golden Prairie Lodge	Kerrobert	306.834.1212
Prairie Moon Inn & Suites	Macklin	306.753.3020
Super 8 Motel	Kindersley	306.463.8218

Forms

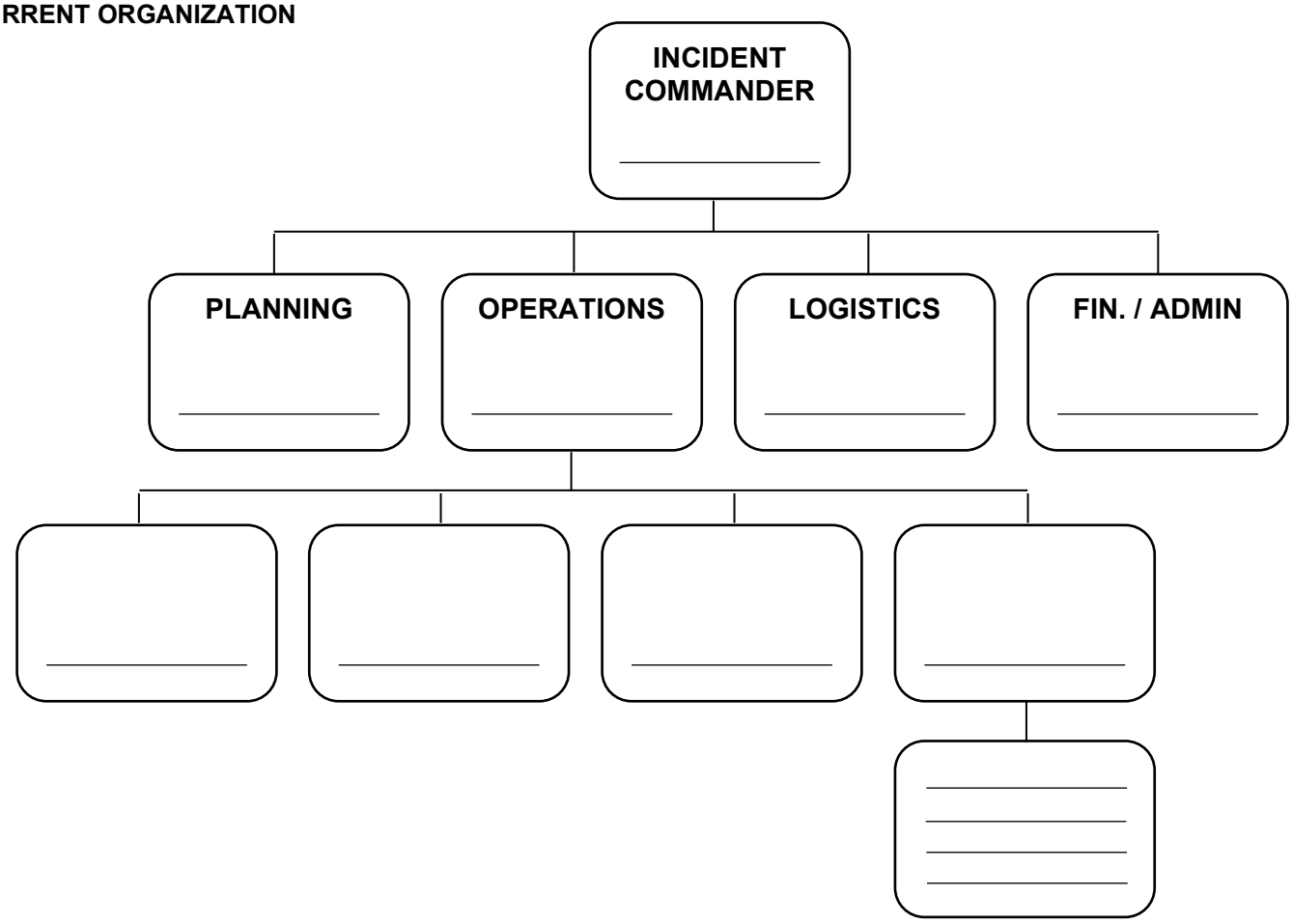
Form No.	Form Title
1	ICS 201 Form
2	First Call Communication Form
3	Initial Incident Report
4	Incident / Event Log
5	Telephone Threat Report
6	Environmental Monitoring Record
7	Spill Report Form
8	Preliminary Media Statement
9	Telephone / Evacuation Contact Log
10	Reception Centre Registration Form
11	Daily Expense Claim Form
12	School Children Registration Form
13	Roadblock Registration Form
14	Roadblock Team Cell Phone List
15	Voluntary Evacuation Message
16	Mandatory Evacuation Message
17	Resident Shelter Message
18	Resident Warning Message
19	Resident Evacuation Message
20	Transient / Empty Residence Notice
21	External Agency Post Incident Evaluation

ICS 201 FORM

INCIDENT BRIEFING	1. INCIDENT NAME	2. DATE PREPARED	3. TIME PREPARED

4. MAP SKETCH

5. CURRENT ORGANIZATION



ICS 201	PAGE 1 OF 2	6. PREPARED BY (NAME & POSITION)

7. RESOURCES SUMMARY

RESOURCES ORDERED	RESOURCES IDENTIFICATION	ETA	ON SCENE ✓	LOCATION/ASSIGNMENT

8. PRIORITIES

1. LIFE SAFETY 2. ENVIRONMENT 3. PROPERTY 4. COMPANY REPUTATION

9. OBJECTIVES

1.

2.

3.

10. SUMMARY OF CURRENT ACTIONS

ICS 201	PAGE 2 OF 2	11. SIGNATURE:

FIRST CALL COMMUNICATION FORM

General Incident Information

Regulator Contact:	**Field Centre:**	
Duty Holder:	**Caller:**	**Phone number:**
E-mail address for release report:		
Licence #:	**Pipeline Line #:**	**Approval #:**
Incident Location: _____ - _____ - _____ - _____ W ___M		
Emergency Level:		
Serious Event? ☐ Yes ☐ No		
If yes, what kind of serious event?		
☐ Blowout ☐ Explosion ☐ Fire ☐ Other control loss ☐ Fracking ☐ Casing failure		
Land Type (jurisdiction):		
☐ Freehold ☐ First Nations ☐ Métis ☐ CFB ☐ Crown – Disposition #		
Agencies Notified:	**Date:**	
FIRST Duty Office (DO) Contacted: ☐ Yes ☐ No		
If Yes, date & time DO was contacted:	**DO Contact Name:**	

Release Details

Volumes

Substance*	Release ($m^3/10^3$ m^3)	Recovered ($m^3/10^3$ m^3)	Disposal / Storage Location

* For emulsion, break down oil & water if possible.

Description of how the release volume was determined and verified (including calculations: eg. spill length x width x depth)

Area affected (length x width): m^2

How was the area affected determined? (Aerial survey, perimeter walk, range finder, samples taken, etc.)

Who delineated the spill area (environmental technologist, operator, etc.) and what process was used?

FIRST CALL COMMUNICATION FORM

Release Details

☐	**Reminded duty holder to update the Regulator immediately if release volumes or area changes from what was originally reported.**
☐	**Asked for the immediate submission of photos of the entire spill site to the Regulator and communicated that photos of the cleanup will need to be submitted with the release report.**

Cause of release (suspected or actual):

Impact

Release off lease?	☐ **Yes**	☐ **No** (pipeline right-of-way is off lease)	
If yes, was the landowner notified?	☐ **Yes**	☐ **No**	**Name of landowner/agency:**
Release within disposition boundary?	☐ **Yes**	☐ **No**	
Outside disposition – was leaseholder notified?	☐ **Yes**	☐ **No**	**Name of leaseholder:**

☐ **If outside disposition, reminded duty holder that they will need a TFA.**

Actual incident H_2S concentration (if applicable): _____ **% / ppm / mol/kmol**

Nearest Town: **Distance and direction to Town:**

Environment Affected: ☐ **Air** ☐ **Land** ☐ **Water**

Distance of release to the nearest water body, watercourse, or waterway:

How was this distance determined?

Wildlife / waterfowl / livestock affected: ☐ **None** ☐ **Habitat affected** ☐ **Animals injured / killed**

Notes / Description:

Confirm how the release has been or will be contained:

Confirm how the release has been or will be cleaned up:

Evacuees (#):	**People injured (#):**	**Fatalities (#):**

Were members of the public affected? ☐ **Yes** ☐ **No**

If yes, indicate if they were ☐ **Notified** ☐ **Instructed to Shelter In Place** ☐ **Advised to Evacuate**

FIRST CALL COMMUNICATION FORM

Impact

Notes / Description:

Media Interest?	☐ **None**	☐ **Local**	☐ **Regional**	☐ **National**
Damage to public property?	☐ **Minor / no damage**	☐ **Substantial** (home covered in oil)	☐ **Extensive** (home destroyed)	

Pipeline Specific

Hit? ☐ **Yes** ☐ **No** **Line #** **Test Failure?** ☐ **Yes** ☐ **No**

Normal operating pressure: _____ **kPa** **Maximum operating pressure** _____ **kPa**

Is the pipeline shut in, depressured, and isolated?	☐ **Yes**	☐ **No**
If yes, date & time:		
What is the total volume of liquid in the pipeline?		
Are there isolation valves?	☐ **Yes**	☐ **No**
If yes, have they been activated?	☐ **Yes**	☐ **No**
Are there any other pipelines that tie into the failed line?	☐ **Yes**	☐ **No**
If yes, have they been shut in / isolated	☐ **Yes**	☐ **No**

☐ **Reminded the company to contact the Regulator before excavating the pipeline.**

☐ **Reminded, advised, or directed the company that the pipeline is not to be returned to service without the Regulator's permission.**

Right-of-way (ROW)

☐ **Duty holder has confirmed when the pipeline ROW and well were last checked. Date:**

How was the ROW surveillance conducted (from the air, by quad, on foot, using infrared, etc.)?

☐ **Requested that daily production volumes for the well / pipeline be submitted within 24 hours.**

Investigation Information

What operations are currently taking place (containment, sampling, line locating, retaining contractors / consultants, pipeline excavation, repair, site access, EM survey, etc.)?

INITIAL INCIDENT REPORT

Strathcona Resources Emergency Line: 1.888.488.7190 | **Incident #**

GENERAL INFORMATION

Department: ☐Production ☐Drilling ☐Completions / Re-Completions ☐Corporate
☐Pipeline/Facility ☐Lease Construction ☐Land ☐Environment
☐ Abandonment/Reclamation Other: _____

Area of Incident:	LSD/NTS:	Lat/Long:
Date of Incident: (MM / DD / YY)	Time of Incident: (MM / DD / YY)	Date Reported: (MM / DD / YY)

Person Reporting: ☐Employee Name: ☐Contractor Contractor Company:

Person Affected: ☐Employee Name: ☐Contractor Contractor Company:

Supervisor/or Site Rep.:

People Notified: (Enter the people notified, whether external or internal - see Incident Reporting Structure in Site Specific ERP)

Name:	Position	Company/Agency	Contact Number

INCIDENT CLASSIFICATIONS

☐Regulatory Violation	☐Injury/ Illness - First Aid	☐Material Loss	☐Property Damage	☐Ground Disturbance
☐Spill	☐Injury/ Illness - Medical Aid	☐Mechanical Failure	☐Public Complaint	☐Production Loss
☐Gas Release	☐Injury/ Illness - Restricted Duty	☐Motor Vehicle Collision	☐Security	
☐Other Environmental	☐Injury/ Illness – Fatality	☐Near Miss	☐Trespass	
☐Fire / Explosion	☐Injury/ Illness - Lost Time	☐Pipeline	☐Other	

PUBLIC COMPLAINT

Type: ☐Odour ☐Noise ☐Dust ☐Weeds ☐Trespassing ☐Other _____

Complainant Name: _____ Complainant Number: _____

SECURITY

Type: ☐Theft ☐Vandalism ☐Terrorism ☐Threat ☐Other

GAS RELEASE

Volume of Gas: m^3 | Type of Gas: ☐Natural Gas ☐Propane ☐Ethane Butane ☐C5+
☐Flared or ☐Vented Sweet or ☐Sour

SPILL / ENVIRONMENTAL

Spilled: ☐Liquid ☐Solid **Where:** ☐Land ☐Water

Spill Source: ☐Well ☐Tank ☐Drillings Rig ☐ Pipeline ☐Production Vessel
☐Service Rig ☐Motor Vehicle ☐Header/Riser ☐Flare Stack ☐Other _____

Volume Lost: ☐m^3 ☐bbls Litres **Volume Recovered:** ☐m^3 ☐bbls ☐Litres

Area Affected:
Onsite Total Area: _____m X _____m = _____m2 Offsite Total Area: _____m X _____m = _____m2

Volume of Contaminated Soil Moved: **Moved To:**

Volume of Contaminated Water Moved: **Moved To:**

Spill Cause: ☐Corrosion Internal ☐Equipment Failure ☐Third Party Damage
☐Corrosion External ☐Procedure Failure ☐Other _____

Spill Commodity: If Spill Commodity Emulsion, % Watercut:

INCIDENT DESCRIPTION: (Please provide detailed description of incident – Who What When Where How and Photos are required)

Site Rep Comments and suggested action items:

Associated Cost:	Follow-up required:

Form 002A/July 13/10

INCIDENT / EVENT LOG

FACILITY NAME & LOCATION: _____ **DATE:** _____

PREPARED BY: _____ **POSITION:** _____

Time	Call To (Name)	Call From (Name)	Telephone Number	Event/Action

Note: Document all key events, conversations, meetings, etc. on this form.

TELEPHONE THREAT REPORT

WHEN A THREAT IS RECEIVED:

- Listen, carefully.
- Be calm and courteous.
- Do not interrupt the caller.
- Obtain as much information as you can.
- Notify Building Security or Police.
- Immediately relay the information to your Supervisor and the RCMP.

QUESTIONS TO ASK:

- When did / will this, happen? (time)
- What does it look like? (if a bomb threat)
- Where are you calling from?
- What is your name?
- Where is it placed? (if a bomb threat)

EXACT WORDING OF THREAT: ***(if possible, have caller REPEAT to avoid mistakes in message)***

IDENTIFYING CHARACTERISTICS:

- Gender.
- Estimated Age.
- Accent (English, French, etc.).
- Voice (loud, soft, etc.).
- Speech (fast, slow, etc.).
- Diction (good, nasal, lisp, etc.).
- Manner (calm, emotional, vulgar, etc.).
- Expressions (Unique such as “oil patch”).
- Background noises.
- Voice was familiar (specify).
- Caller was familiar with area.

THREAT RECIPIENT’S PARTICULARS:

- Name
- Section/Branch/Department
- Person to contact
- Telephone

RECORDED DATA:

Date:	Time: am/pm	Duration of Call:
Recorded by:		

ENVIRONMENTAL MONITORING RECORD

Date: _____ Location of Emergency: _____

Location of Facility: _____ Monitoring/Roadblock Crew: _____

H_2S/SO_2 Measurement Technique: _____
(eg. Detector tube, Electronic monitor)

Prepared By: _____ Position: _____

Time (5 min intervals)	Temp	H_2S (ppm)	SO_2 (ppm)	LEL Level	Wind Direction	Wind Speed

∗Estimate meteorological conditions when accurate readings are not available.∗

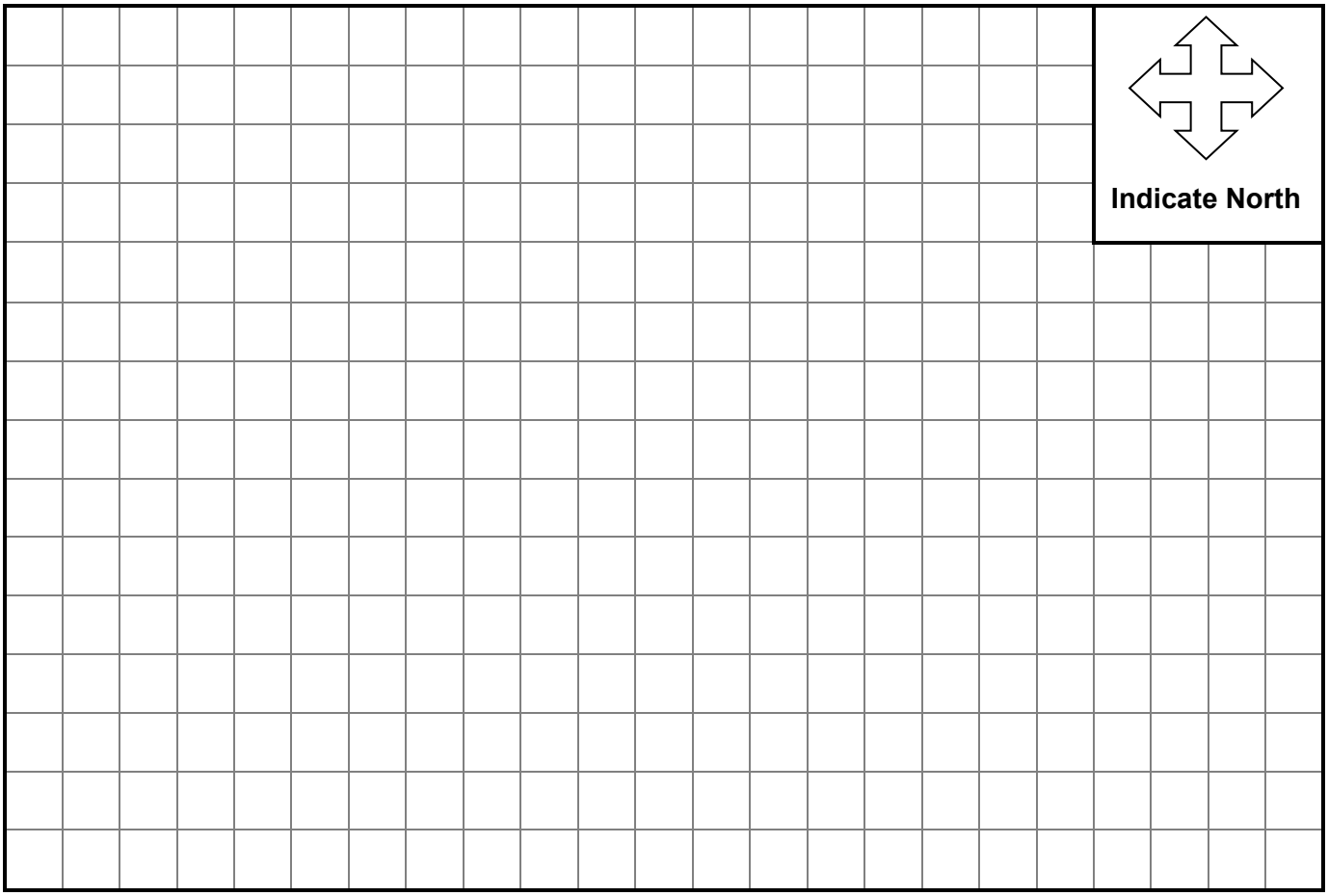
SPILL REPORT FORM

Date:	Time (am/pm):	Legal Description:	
Reporters Name:		Telephone Number:	
Have any other agencies been notified? Yes ☐ No ☐		Specify:	
Size of Spill (cubic meters/barrels)	or Length (m):	Width (m):	Depth (m):
Has the spill migrated beyond the ROW or lease boundaries? Yes ☐ No ☐		Wind Direction:	Temp:
Land Owner's Name:		Telephone Number:	
Describe the area of the incident:			
WELL RELATED SPILL			
Well Type:			
Cause:			
PIPELINE RELATED SPILL			
Pipeline Type:		Segment (where spill occurred):	
Cause:			
FACILITY RELATED SPILL			
Facility Type:		Equipment Type:	
Cause:			
MISCELLANEOUS SPILL (If related to vehicular accident complete Motor Vehicle Incident Supplementary Report)			
LAND SPILL			
Samples Taken? Yes ☐ No ☐			
Soil Texture (sandy loam, loam, silty loam, clay, silty clay):		Soil Permeability (fast, moderate, slow, impermeable):	
Soil Structure (dispersed, normal):	Surrounding Topography (flat, hilly, undulating, etc.):	Vegetation Present:	
Land Use Designation (critical wildlife area, forest, wooded, agricultural, marsh, wetland):		Are any wildlife/livestock in danger?	
WATER SPILL			
Name of watercourse entered:			
Flowrate of the river (slow, moderate, fast):		Is river above normal flow levels? Yes ☐ No ☐	
Is the river frozen, or partially frozen? Yes ☐ No ☐		Has spill migrated to the shoreline? Yes ☐ No ☐	
What is the closest Control Point?:			
Other Comments:			

Spill Report Form continued on next page.

SPILL REPORT FORM CONTINUED
Containment and Recovery: Describe the spill containment and recovery procedures being implemented.

Site Drawing:



On Site Drawing, indicate: waterways, access roads, ROW, slope, pipeline location, test holes, fences, etc.

PRELIMINARY MEDIA STATEMENT

At _____ on _____ a(n) _____ occurred at
(Time) (Date) (Fire / Explosion / Gas Release / Spill)

the _____ location, located approximately _____ kilometers from
(Well / Pipeline / Facility)

_____ .
(Urban Centre)

The _____ Has been _____ and emergency responders for
(Well / Pipeline / Facility) (Status)

Strathcona Resources, Local Authorities, Alberta Emergency Management Agency (AEMA) and the Alberta Energy Regulator (AER) are directing emergency procedures.

The cause of the _____ is not yet known and no estimate of
(Fire / Explosion / Gas Release / Spill)

damage is available.

Public Information personnel are available for more details. Please contact:

_____ at _____ or at _____
(Public Information Officer) (Contact Number) (Alternate Contact Number)

TELEPHONE / EVACUATION CONTACT LOG

Prepared By: _____ **Date:** _____

Name (List All Persons In The Residence)	Map Number	Contact Time	Transportation Or Other Assistance Required	Comments (If not going directly to Reception Centre, give contact number where you can be reached.)

RECEPTION CENTRE REGISTRATION FORM

Prepared By: _____ **Date:** _____

Name (List All Persons In The Residence)	Map Number	Check in Time	Location and Telephone Number (where they can be reached.)	Comments

DAILY EXPENSE CLAIM FORM

Incident Location: _____

Name: _____ Date: _____

Address: _____

Location of residences, business, etc: _____

_____

_____

_____

_____

Phone (Residence): _____ While Evacuated: _____

Address (while evacuated): _____

Expenses (please attach receipts): _____

Accommodation (if not pre-arranged): _____

Meals (if not pre-arranged): _____

Transportation (kilometres @ $ /km): _____

Other reasonable daily expenses: _____

_____

_____

_____

_____

_____

Total: _____

Company Contact: _____ Phone: _____

Submitted by: _____

SCHOOL CHILDREN REGISTRATION RECORD

FIELD AREA: _____ **PREPARED BY:** _____ **DATE:(YY/MM/DD):** _____

EVACUATION CENTRE: _____

School Child's Name	Map Number	School Name	Arrival Time	Departure Time	Destination Phone #	Comments

Note: Schools will be contacted to verify student attendance and advised to hold the children prior to releasing them to a school bus. Confirmation of whether students will be picked up by their parents or whether they should be transported to the Reception Centre to meet them. This form can be used the Telephone Unit and the Reception Centre Unit. Schools should be re-contacted to verify that the children were picked up by their parents.

ROADBLOCK REGISTRATION FORM

Prepared By: _____ **Date:** _____

Vehicle Type and License Number	Name Of Driver	Number of Passengers	Time Entering EPZ	Time Exiting EPZ	Comments

Note: Instruct all residents exiting the EPZ to check in at the Reception Centre

ROADBLOCK TEAM CELL PHONE LIST			
Roadblock Team	**Roadblock Location**	**Cell Phone Numbers**	**Comments**
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			

VOLUNTARY EVACUATION MESSAGE

Date: _____ **Time Posted:** _____

Hello, this is _____ calling from Strathcona Resources.

Is this the _____ at _____?

_____ is responding to a (potential) _____ emergency at the _____ location and we may ask you to evacuate the area if the difficulties are not rectified.

If you wish, you may evacuate at this time and proceed to Reception Centre located at _____.

1. When you arrive at the Reception Centre, please check in with the Reception Centre Unit Leader to register and await further instructions.

1.

2. If you are not evacuating, please remain near the telephone or provide me with a new number where you may be reached: _____.

3. Do you understand these instructions? _____.

4. We will call you again and keep you apprised of the situation.

5. Is there anything that we need to be aware of in regards to your family, your livestock/pets and/or your property, with a possible evacuation?

6. Is there any matter that we can provide assistance to you?

7. Thank you for your patience and understanding. If you have any questions or concerns please contact _____ at _____.

2.

8. Do you understand these instructions?

3.

9. If you have urgent questions, call me at _____.

MANDATORY EVACUATION MESSAGE

Date: _____ **Time Posted:** _____

Hello, this is _____ calling from Strathcona Resources.

Is this the _____ at _____?

I am calling to advise you that we are encountering additional difficulties at our _____ location.

For your safety, please evacuate to the Reception Centre located at _____.

1. When you arrive at the Reception Centre, please check in with the Reception Centre Unit Leader to register and await further instructions.
2. Do you require assistance to evacuate?
3. How many people are presently at your house?
4. Do you understand these instructions? _____.
5. Is there anything that we need to be aware of in regards to your family, your livestock/pets and/or your property, with a possible evacuation?
6. Is there any matter that we can provide assistance to you?
7. Thank you for your patience and understanding. If you have any questions or concerns please contact _____ at _____.

RESIDENT SHELTER MESSAGE

Note: Record all pertinent information using the <u>Telephone/Evacuation Contact Log</u>

Mr., Mrs., Miss, _____ this is _____ of Strathcona Resources calling to inform you that we have a problem at our nearby facility that may result in a sour gas release. You are in no immediate danger; however, we are calling as a precautionary measure to inform you of the situation.

How many people are at your home right now?_____

Is there anyone outside that you cannot contact easily? _____ Yes _____No

*(If **YES** determine the location of anyone outside and assure the resident you will send someone to find them as soon as possible.)*

Please:

- Immediately gather everyone indoors and stay there.
- Close and lock all windows and outside doors.
- Extinguish indoor wood burning fires.
- Turn off appliances or equipment that either:
  - Blows out or uses indoor air such as: bathroom and kitchen fans, built in vacuum systems, clothes dryers, gas fireplaces and gas stoves.
  - Sucks in outside air, such as: heating ventilation and air conditioning (HVAC) systems for apartments, commercial or public facilities, fans for heat recovery ventilators or energy recovery ventilators (HVR/ERV).
- Turn down thermostats to the minimum and turn off air conditioners.
- Leave all inside doors open.
- Avoid using the telephone, except for emergencies, so that emergency personnel can contact you. Notify us if you are experiencing symptoms or smelling odours so that we can address your concerns and adjust our response or if you have contacted emergency services (fire/police/ambulance) so that we can conduct a coordinated response.
- Stay tuned to local radio and television for possible information updates.
- Even if you see people outside, do not leave until told to do so.
- After the hazardous substance has passed through the area you will receive an “all clear” message from emergency response personnel along with instructions to ventilate your building by opening all windows and doors, turning on fans and turning up thermostats.
- Once the building is ventilated, return all equipment to normal.
- If you are unable to follow these instructions, please notify us.

My name is_____ and my telephone number is _____.

Do you understand these instructions? Thank you for your cooperation.

Note: If the resident is determined to leave when you are recommending shelter, calmly explain that it is more hazardous to evacuate because the indoor concentrations will be significantly lower than outdoor levels.

RESIDENT WARNING MESSAGE

Note: Record all pertinent information using the <u>Telephone/Evacuation Contact Log</u>

Level 1 Emergency Notification Message

Mr., Mrs., Miss, _____ this is _____ of Strathcona Resources calling to inform you that we have a problem at our nearby _____ that may result in a sour gas release. You are in no immediate danger; however, we are calling as a precautionary measure to inform you of the situation.

Do you wish to leave your residence/place of business at this time?

IF YES: (person wishes to leave)

How many people are at your residence/place of business?

Do you require transportation or assistance?

YES

Instruct person to stay indoors and a company vehicle will be sent immediately to assist.

Thank you for your cooperation.

NO

Please take the (north, south, east, west) direction to exit the area as this will take you out by the safest route (specify a route which does not take the person closer to, or downwind of, the incident site)

Instruct evacuees to check in with the company representative at the appropriate Reception Centre who will make arrangements for their temporary accommodations and address any questions they may have.

Thank you for your cooperation.

IF NO

Please standby for further contact. Please do not use your telephone for outgoing calls as this may prevent us from contacting others in the area, or contacting you again if the problem becomes worse or when it is eliminated.

Thank you for your cooperation.

Note: If evacuees do not wish to report to the Reception Centre, ask evacuees to tell you where they are going and at what phone number they can be reached.

RESIDENT EVACUATION MESSAGE

Note: Record all pertinent information using the Telephone/Evacuation Contact Log

Level 2 or 3 Emergency Evacuation Message

Mr., Mrs., Miss,_____ , this is_____of Strathcona Resources calling to inform you that we have a serious problem at our nearby facility that has resulted in a harmful release of product. You are in no immediate danger; however, as a safety precaution we request that you evacuate your premises immediately.

Do you require transportation or assistance?

YES

1. For how many?
2. Is anyone outside on the property who you cannot easily contact? (If yes, determine their location and assure the resident you will send someone to notify them.)
3. Please stay indoors and company will send a vehicle immediately.
4. You will be taken to the Reception Centre at _____ where a company representative will address any concerns you may have and will arrange for your temporary accommodations.

   Thank you very much for your cooperation.

Please do not use your telephone for out going calls as this may prevent us from contacting others in the area. A telephone will be made available your use at the Reception Centre.

Thank you very much for your cooperation.

NO

1. Please take the (north, south, east, west) direction to exit the area as this will take you out by the safest route (specify a route which does not take the person closer to, or downwind of, the incident site).
2. Please check in with the company at the Reception Centre to confirm that you have left the area safely.
3. Note: Ask evacuees to tell you where they are going and at what phone number they can be reached if they do not intend to check in at the Reception Centre.
4. The company representative will address any questions you may have and will arrange for your temporary accommodations (as necessary).

   Thank you very much for your cooperation.

ATTENTION

Strathcona Resources has encountered a problem at the _____ location. We feel, under the circumstances, that you should evacuate the area until the problem has been corrected.

Presently the wind direction is _____ from the affected site.

The gas is extremely ☐ poisonous ☐ explosive.

Please proceed immediately to the Reception Centre located at the _____ where a Strathcona Resources representative will address your questions or concerns.

Please check in with a Strathcona Resources representative once you have arrived and wait for officials to approve your return to the area.

For assistance call: _____

Signed by: _____

Strathcona Resources Ltd. Representative

Date: _____

Time: _____

EXTERNAL AGENCY POST INCIDENT EVALUATION

Department/Agency:	Telephone:
Representative:	Title:
Incident Location:	
Type of Emergency:	# of Staff Involved:
Duration:	Total # of man hours dedicated to response:

Other resources used (monitoring units, aircraft, buses, etc.):

What worked well during the response?

Areas of improvement?

What was the role of your department/agency during the response?

Was your department/agency able to respond effectively?	Yes ☐ No ☐
Would additional training with company personnel be beneficial?	Yes ☐ No ☐
Do you have a copy of the company's Emergency Response Plan?	Yes ☐ No ☐
If not, do you think a copy would be beneficial?	Yes ☐ No ☐

Please return this form, your business card, and any comments to our main office

Glossary

Adjacent to	For the purpose of this plan refers to the immediate 25 metres.
Air Quality Monitoring	Measures atmospheric concentrations of hazardous substances of product released into the atmosphere.
Alarm	Refers to an unusual condition that activates sirens and visual alarms. These alarms could be activated by pump protective devices, high or low pressures, high sump, scraper arrival, etc.
Alberta Emergency Management Agency (AEMA)	Alberta Provincial Agency responsible for emergency preparedness and management.
Alberta Energy Regulator (AER)	Alberta regulatory body for the upstream petroleum industry.
Alert	An incident that may be handled by the duty holder through normal operating procedures and may be deemed low risk to the public. An unrefined hydrocarbons, or associated byproducts, or waste release has or may have potential to extend beyond the duty holder's property but imminent control of the hazard is probable. It is unlikely that the incident will escalate further.
Auto-Ignition Temperature	All NGL products are flammable and will flash at extremely low temperatures. An open flame or spark is not necessary to cause ignition. Any hot surface, which exceeds the auto ignition temperature of a product, can cause a fire if the vapours reaching the hot surface are within their flammable range.
Battery	A system or arrangement of tanks or other surface equipment receiving the effluents of one or more wells prior to delivery to market or other disposition, and may include equipment or devices for separating the effluents into petroleum, natural gas, or water, and for measurement.
Booster Pump	A small pump that pulls product from the source of supply and pumps it into the suction, or input of the main pump unit.

Boiling Point	This is the temperature at which a liquid changes to a gaseous state. Water for example changes to the gaseous state at 100ºC (212ºF) and therefore heat must be applied. NGL products change to the gaseous state at extremely low temperatures and will therefore cool the surrounding environment. If the liquid comes in contact with flesh, it immediately reduces the temperature of the flesh to the boiling temperature of the liquid causing severe frostbite. Rapid phase transition or flameless explosions are sometimes heard when an NGL liquid is rapidly transformed to a vapour state. No burning or chemical reaction is involved.
Canadian Association of Petroleum Producers (CAPP)	CAPP represents member companies who explore for, develop, and produce natural gas, crude oil etc. CAPP works closely with the government to analyze key oil and gas issues.
Ceiling – Recommended Exposure Limit	The concentration that should not be exceeded during any part of the working exposure. An employee's exposure to a hazardous substance shall at no time exceed the ceiling value.
Closure Order	Also known as a Fire Hazard Order. A closure order is issued to close a specific area to unauthorized personnel. The closure order area is that area within the boundaries described in an order issued by the AER under Section 97(1) of the Oil and Gas Conservation Act.
Condensate	A by-product of plants processing natural gas from natural gas wells. Flammable liquid with a strong hydrocarbon odour.
Control Valve	A valve that will automatically maintain a predetermined pressure upstream or downstream of the valve or will maintain a controlled flow rate through the valve.
Coordination & Information Centre (CIC)	Notifies necessary government departments who may be needed in the event of an incident.
Corporate Level ERP	A corporate-level ERP is used when a specific ERP is not required and contains preplanned procedures that will allow for effective response to an emergency.
Critical Sour Well	An AER designation of a well for drilling purposes which identifies a well with an H_2S release of >2.0m^3/second or certain wells of a lesser release rate in close proximity to an urban centre.

Disaster	An event that results in serious harm to the safety, health, or welfare of people or in widespread damage to property.
Downstream	With reference to a pumping station, indicates the discharge side of that station.
Duty Holder	The duty holder or approval holder as specified by the *Oil and Gas Conservation Act*, the duty holder as specified by the *Pipeline Act*, and the operator as specified by the *Coal Conservation Rules* and the *Oil Sands Conservation Act*.
Emergency	A present or imminent event that requires prompt coordination of action or special regulation of persons or property to protect health, safety, or welfare of people or to limit damage to property.
Emergency Operations Centre (EOC)	An operations centre established in a suitable location to manage the larger aspects of the emergency. In a high impact emergency there may be a number of EOCs established to support the response. These may include corporate EOC (regional, headquarters), municipal EOC and the provincial government PECC / PEOC.
Emergency Planning Zone (EPZ)	A geographical area surrounding a well, pipeline, or facility containing hazardous product that requires specific emergency response planning by the duty holder.
Emergency Shut Down Valve (ESD)	A valve that blocks the passage of material from both directions and can automatically close when the amount of material passing through the valve exceeding allowable limits.
ERCBH_2S Computer Software	A software tool that calculates site-specific EPZs using thermodynamics, fluid dynamics, atmospheric dispersion modelling, and toxicology.
Evacuation	The removal of people from the incident area or EPZ.
Explosimeters	Can detect explosive substances in the atmosphere. May be a hand held device.
Explosive Limits (Lower and Upper)	Each gaseous hydrocarbon substance has a minimum (Lower Explosive Limit or LEL) and a maximum (Upper Explosive Limit or UEL) percentage in air below or above which combustion will not take place. Explosive limit and flammability limit are used interchangeable. The terms “Too Lean” and “Too Rich” are used for levels outside of the explosive range.

Facility	Any building, structure, installation, equipment, or appurtenance over which the AER / MER has jurisdiction and that is connected to or associated with the recovery, development, production, handling, processing, treatment, or disposal of hydrocarbon-based resources or any associated substances or wastes. This does not include wells or pipelines.
Fire Hazard Order	An order issued by the AER / MER during an emergency to restrict public access to a specified area.
Flight Information Centre (FIC)	NAV Canada information centres that provide pilots with flight planning and enroute services.
Flow Rate	The speed in which the product is flowing, computed in cubic meters per hour (m^3/hr).
Gathering System	The network of pipelines, pumps, tanks, and other equipment, which carry oil and gas to the main pipeline or a processing plant or other separation equipment.
H_2S Release Rate	The rate at which the sour gas escapes into the atmosphere. Usually given in cubic metres per second (m^3/s).
Hazardous Product	Substances released in quantities that may harm persons, property, or the environment.
High Vapour Pressure (HVP)	A pipeline system containing hydrocarbon mixture in the liquid or quasi-liquid state with a vapour pressure greater than 110 kPa absolute at 38°C. Some examples are liquid ethane, ethylene, propane, butanes, and pentanes plus. HVP lines have a vapour pressure greater than 240 kPa at 38ºC (34.8 PSIG at 100ºF) and include ethane, propane butane, and pentanes plus, either as a mixture or as a single component.

Hydrogen Sulphide (H_2S)	A naturally occurring gas found in a variety of geological formations and also formed by the natural decomposition of organic matter in the absence of oxygen. H_2S is colourless, has a molecular weight that is heavier than air, and is extremely toxic. In small concentrations it has a rotten egg smell and causes eye and throat irritation. Depending on the particular gaseous mixture, gas properties, and ambient conditions, a sour gas release may be: ▪ heavier than air so that the gas cloud will tend to drop towards the ground with time (dense), ▪ lighter than air so the gas cloud will tend to rise with time (buoyant), or ▪ about the same weight as air so that it tends to neither rise nor drop but disperses (neutrally buoyant).
Hyper-susceptible	Persons who may be abnormally reactive to a given exposure to toxins and their reaction may occur in orders of magnitude greater than that of the susceptible population. Hyper-susceptible include those persons with impaired respiratory function, heart disease, liver disease, neurological disorders, eye disorders, severe anaemia, and suppressed immunological function.
Ignition	Process of setting a hydrocarbon release on fire.
Incident	Means an unexpected occurrence or event, caused by human or natural phenomena, that requires action by upstream and / or emergency personnel, to prevent or minimize the impact on the safety or health of people, property, or the environment.
Incident Command Post (ICP)	A facility at, or near, the incident site selected from which to manage response and control procedures in the event of an emergency.
Incident Command System (ICS)	An incident response structure that has the ability to expand or contract based on the needs of an incident.
Initial Isolation Zone (IIZ)	An area in close proximity to a continuous hazardous release where indoor sheltering may provide temporary protection due to the proximity of the release.
Isolation	To separate an area or process from the rest of the plant.
Kick	A situation where the formation pressure exceeds the static pressure in the well bore allowing formation fluid to enter.

Level 1 Emergency	An uncontained release extending beyond the duty holder's property has/or could impact the public or sensitive terrain. Containment operations are proceeding and the duty holder will bring the hazard under control using internal and/or external resources.
Level 2 Emergency	An uncontrolled release extending outside an energy resources facility has impacted the public or sensitive terrain. Control operations have been started and imminent and/or intermittent containment of the hazard is possible. The hazard can be brought under control utilizing the duty holder's in-house and/or external resources.
Level 3 Emergency	The safety of the public is in jeopardy from a major unconfined hazard. There are likely significant and on-going environmental impacts. Immediate multi-agency and provincial government involvement is required
Liquefied Petroleum Gas (LPG)	Mixture of heavier, gaseous hydrocarbons (butane and propane), liquefied as a portable source of energy.
Local Authority	(i) council of a city, town, village, or municipal district (ii) in the case of an improvement district or special area, the Minister of Municipal Affairs (iii) the settlement council of a settlement under the Métis Settlements Act (iv) the band council of an Indian band if an agreement has been entered into with the Government of Canada in which it is agreed that the band council is a local authority for the purposes of the *Emergency Management Act* (AB) / *Emergency Planning Act* (SK).
Lower Explosive / Flammable limit (LEL / LFL)	The lowest concentration of gas or vapour (per cent by volume in air) that burns or explodes if an ignition source is present at ambient temperatures.
Major (Full-Scale) Exercise	As described in *CAN/CSA-Z246-2*, an exercise involving the establishment of an Incident Command Post, emergency response agencies, the duty holder, and the deployment of all resources required in a coordinated response to test the duty holder’s ERP and intended to provide a realistic simulation of an emergency response.
Ministry of Energy and Resources (MER)	Saskatchewan regulatory body for the development of the province’s natural resources industries.

Mobile Air Quality Monitoring	The use of sophisticated portable equipment capable of measuring meteorological conditions and tracking substances such as H_2S or SO_2 and of measuring very low (ppb) atmospheric concentrations and also capable of being able to record and provide preliminary analysis (eg. averaging values over time) of the monitored readings.
Municipal District (MD)	A governing body similar to a county.
Municipal Emergency Plan	The emergency plan of the local authority required under section 11 of the *Emergency Management Act* (AB) and section 9 of the *Emergency Planning Act* (SK).
Mutual Aid	An understanding between two or more public and / or private facilities or operations to provide assistance to the persons of the agreement. Such an agreement is between two or more persons such as oil and gas companies, service companies, and local authorities.
Natural Gas Liquids (NGL)	These are hydrocarbons liquefied under pressure in field facilities or in gas processing plants. Natural gas liquids include ethane, propane, butane, and pentanes plus and normally occur as a mixture of these compounds.
NAV Canada	NAV Canada is Canada's civil air navigation services provide with operations coast to coast. NAV Canada provides air traffic control, flight information, weather briefings, aeronautical information services, airport advisory services and electronic aids to navigation.
Notification	The distribution of project specific information to participants.
Notice to Airmen (NOTAM)	An order issued by Transport Canada to close a specific airspace to unauthorized commercial aviation. The dimension of the airspace described is issued by Transport Canada. Also known as a No Fly Zone.
Off Site	The area beyond the asset property boundary.
On Site	The area within the asset property boundary.
Operating Personnel	Refers to the people working in a given area.
Partially Controlled Flow	A restricted flow of product at surface that cannot be shut off at the operator's discretion with equipment on site.

Parts Per Million (ppm)	The unit for measuring the concentration of a particular substance equal to one (1) unit combined with 999,999 other units.
Personal Consultation	Consultation through face-to-face visits or telephone conversations with identified parties and providing the required information packages.
Personal Protective Equipment (PPE)	Safety equipment used for an individual's protection.
Plume	An elongated mobile column of gas or smoke.
Protective Action Zone (PAZ)	An area downwind of a hazardous release where outdoor concentration levels may result in life threatening or serious and possibly irreversible health effects to the public.
Provincial Emergency Coordination Centre	In Alberta, an operations centre with capacity to accommodate CMO's from each government department. The PECC was formerly known as the POC.
Provincial Emergency Operations Centre	In Saskatchewan, the PEOC is an operations centre which brings together provincial ministries, agencies and organizations and helps them work together to aid those who have requested assistance and to coordinate response and resources.
Public	The group of people who may be or are impacted by an emergency (eg. employees, contractors, neighbours, emergency response organizations, regulatory agencies, the media, appointed or elected officials, visitors, customers, etc. as appropriate).
Public Facility	A public building, such as a hospital, rural school, or a major recreational facility, situated outside of an urban centre that can accommodate greater than 50 individuals and / or requires that additional transportation be provided during an evacuation.
Publicly Used Development	Places where the presence of 50 individuals or less can be anticipated. Examples include places of business, cottages, campgrounds, churches, and other locations created for use by the non-resident public.
Pump Unit	Consists of an electric motor or engine connected to a centrifugal pump, either directly as in the case of constant speed units, or through a fluid drive, as in the variable speed pump units.

Reception Centre	A centre established to register evacuees and to assess their needs. The centre is used to register evacuees for emergency shelter or, if temporary shelter is not required because evacuees will stay elsewhere, to ascertain where they can be contacted.
Regional Emergency Operations Centre (REOC)	A single operations centre established in a suitable location to manage the larger aspects of the emergency and is manned jointly by a level of government and industry staff.
Residence	Full time or part time dwelling.
Resident	Individual living in the area at a fixed location.
Rural Municipality	A governing body similar to a county.
Self Contained Breathing Apparatus (SCBA)	Personal protection used for protection from hazardous substances in the air.
Shelter In Place	Remaining indoors for short term protection from exposure to toxic gas releases.
SitRep	A report, that recurs, which describes and records a particular incident. Each government department /agency may use a specific title for the situation report. For example, the AER calls their SitRep report an “Incident Notification” and AEMA calls theirs an “Event Notification”.
Sour Gas	Natural gas, including solution gas, containing hydrogen sulphide (H_2S).
Sour Pipelines	Convey gas and / or liquid that contains sour gas.
Sour Production Facility	Processes sour gas or liquid.
Sour Well	An oil or gas well expected to encounter sour gas-bearing formations during drilling or any oil or gas well capable of producing sour gas.
State of Local Emergency (SOLE)	Is authorized for a limited duration and limited geographical area by members of the Municipal or Town Council. Grants extraordinary powers to the authorities, including the forcible removal or prevention of entry into the designated area.

Sulphur Dioxide (SO_2)	A colourless, water-soluble, suffocating gas formed by burning sulphur in air; also used in the manufacture of sulphuric acid. SO_2 has a pungent smell similar to a burning match. SO_2 is extremely toxic at higher concentrations. The molecular weight of SO_2 is heavier than air; however, typical releases are related to combustion therefore making the gaseous mixture lighter than air (buoyant).
Sump	An underground tank located at each pump station used to catch products that leak through valves, meters, pump units, seal housing, etc.
Surface Development	Occupied permanent or part-time dwellings, publicly used facilities including campgrounds, places of business, and any other surface development where the public may gather on a regular basis. Surface development includes residences that are required to egress through the EPZ and those immediately adjacent to the EPZ.
Table Top Exercise	As described in CAN/CSA-Z246-2, an informal group discussion centered on a scenario generally used to test existing plans, policies, review resource allocation, roles, procedures, and as orientation of new personnel to emergency operations without the stress and time constraints of a full scale exercise and without incurring the cost associated with deploying resources.
Transient	Individual temporarily in the area (eg. camper, cross country skier).
Trapper	Holder of a Provincially Licensed and Registered Trap Line for the purpose of hunting and trapping fur bearing animals.
Uncontrolled Flow	A release of product that cannot be shut off at the company's discretion.
Upstream Petroleum Industry	Constitutes all facilities, equipment, substances, and operations used in the exploration, recovery, processing and transporting of petroleum within the Alberta Energy Regulator (AER) / Saskatchewan Ministry of Energy and Resources (MER) jurisdiction. Generally, this includes oil and gas operations upstream of a refinery and the storage and transportation of unrefined products by pipeline between oil and gas production facilities or other end points.
Urban Centre	A city, town, new town, village, summer village, hamlet, with no fewer than 50 separate buildings, each of which must be an occupied dwelling, or any similar development the AER / MER may designate as an urban centre.

Unrestricted Country Development	Any collection of permanent dwellings situated outside of an urban centre and having more than eight permanent dwellings per quarter section; for the purpose of applying the requirements of *ID 97-6*, includes any similar development that the AER / MER might so designate (*AER Directive 056, Appendix 3*).
Urban Density Development	Any incorporated urban centre, unincorporated rural subdivision, or group of subdivisions with no fewer than 50 separate buildings, each of which must be an occupied dwelling, or any other similar development the AER / MER may designate.
Vapour Density	A measure of the weight of the gas compared to air (air = 1).
Vapour Pressure	The pressure exerted by the vapour when the rate of evaporation is equal to the rate of condensation of the vapour.
Workers' Compensation Board (WCB)	Non-profit organization that works to reduce injury in the workplace.
Workover	The process of re-entering an existing well to perform remedial action that will restore or improve the productivity or injectivity of the target formation.

Acronyms

AEMA	Alberta Emergency Management Agency
AER	Alberta Energy Regulator
AHS	Alberta Health Services
BOP	Blowout Preventer
CAPP	Canadian Association of Petroleum Producers
CIC	Coordination and Information Centre
CISD	Critical Incident Stress Debriefing
CISM	Critical Incident Stress Management
CMO	Consequence Management Officer
EOC	Emergency Operations Centre
EPZ	Emergency Planning Zone
ERAC	Emergency Response Assistance Canada
ERP	Emergency Response Plan
ESD	Emergency Shut Down
ETA	Estimated Time of Arrival
FIC	Flight Information Centre
H_2S	Hydrogen Sulphide
HVP	High Vapour Pressure
IAP	Incident Action Plan
ICP	Incident Command Post
IIZ	Initial Isolation Zone
IRIS	Integrated Resource Information System

JIC	Joint Information Centre
LEL	Lower Explosive Limit
LFL	Lower Flammable Limit
MEP	Municipal Emergency Plan
MER	Ministry of Energy and Resources
NGL	Natural Gas Liquids
NOTAM	Notice to Airmen (No Fly Zone)
PAZ	Protective Action Zone
PECC	Provincial Emergency Coordination Centre
PEOC	Provincial Emergency Operations Centre
PPE	Personal Protective Equipment
PPM	Parts Per Million
REOC	Regional Emergency Operations Centre
SCBA	Self Contained Breathing Apparatus
SHA	Saskatchewan Health Authority
SITREP	Situation Report
SO_2	Sulphur Dioxide
SOLE	State of Local Emergency
SPSA	Saskatchewan Public Safety Agency
WCB	Workers' Compensation Board