 EPCOR PROVIDING MORE	EPCOR HSE REQUIREMENTS		RELATED DOCUMENT
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1.0 GENERAL REQUIREMENTS

EPCOR has established a management system which documents, implements, maintains and continually improves Health Safety and Environmental (HSE) performance. The following have been established in order to identify the requirements EPCOR Contractors have in supporting this management system.

2.0 EPCOR HEALTH, SAFETY & ENVIRONMENT (HSE) POLICY

At EPCOR we are dedicated to grow and operate our business in a responsible and transparent manner that is safe, socially, environmentally, and economically sustainable.

We Believe

- All injuries are preventable
- Everyone has the right to work in a safe workplace
- All employees and contractors are accountable for working safely and in an environmentally responsible manner
- Health, safety and environment aspects must be considered when establishing processes
- Employee involvement, training and communication are essential to achieve health and safety excellence

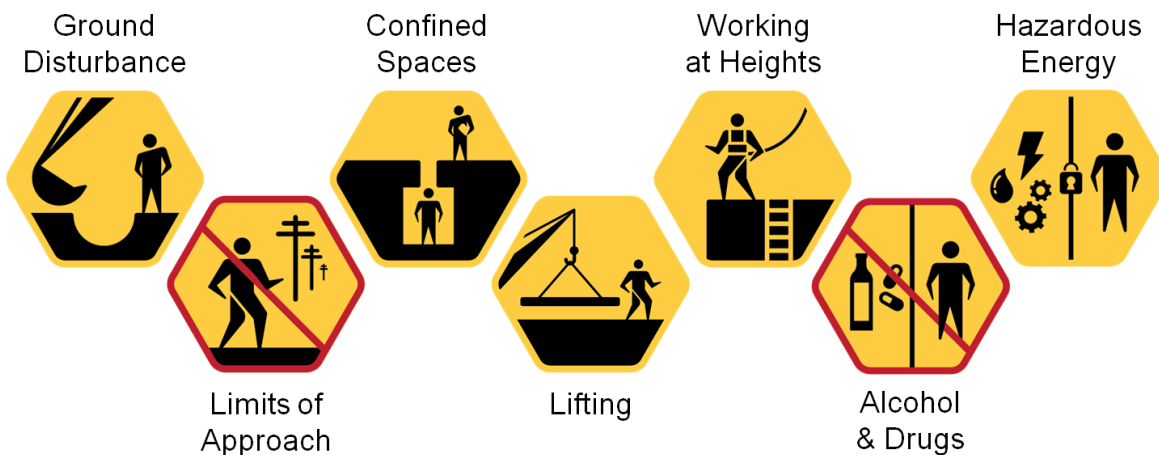
Our Commitments

- Sustain an effective HSE management system and promote a positive culture to prevent all injuries and work related illnesses
- Reduce pollution and minimize harm to the environment
- Meet or exceed all applicable legal requirements, industry standards and societal expectations
- Set objectives and targets to continually improve HSE management and performance
- Provide timely and effective training, resources and equipment
- Identify hazards, evaluate risks and ensure controls are in place
- Learn from our incidents and apply corrective actions to prevent reoccurrence
- Involve employees to improve health and safety performance
- Measure and share our HSE performance

Life Saving Rules

These 7 Life Saving Rules will help EPCOR on our journey to a workplace free of occupational injury and illness by holding all employees and Contractors accountable to the most basic of safety standards. There will be accountabilities and consequences for violations.

7 Life Saving Rules



3.0 HAZARD IDENTIFICATION, RISK ASSESSMENT AND CONTROL

Hazard Identification, Risk Assessment and Control

Prior to any job commencing, a written formal Hazard identification and risk analysis must be completed by the Contractor(s) involved in the project. This process must identify the Hazards of the Work to be performed from a task-related and location perspective. Once the Hazards have been identified, the relative risk shall be determined based on probability and severity. Contractors must establish control measures that eliminate the Hazard or reduce risk levels to an acceptable level.

If the Work Site is shared by or is adjacent to another operation or construction Work Site(s), the hazard assessment must take into account any Hazards presented by the activities of the other Work Site(s) and develop action plans based on these Hazards.

Environmental Aspects and Impacts

Prior to commencing any job that may pose an environmental risk, a written formal Environmental Aspect and impact analysis must be completed by the Contractor(s) involved in the project. This process must identify the Environmental Aspects of the Work to be performed. The potential environmental impact must be determined based on probability and severity and controls established to eliminate or reduce detrimental environmental risk to an acceptable level.

Hazard and Environmental Aspect Management

Without limiting the foregoing, the Contractor shall implement a management process to control Hazards and Environmental Aspects. This management process shall involve the use of:

- Job Hazard Assessments (JHA);
- Safe Work Plans (SWP); or
- Field Level Risk Assessments (FLRA).

4.0 LEGAL AND OTHER REQUIREMENTS

Alcohol and Drug Standard

The Contractor shall comply with the EPCOR Alcohol and Drug Standard for Contractors, including pre-access testing for safety sensitive positions. Contractor Alcohol and Drug Program requirements are available on the EPCOR internet.

Environmental Protection and Reporting

The EPCOR Owner Representative, or designate, shall be immediately notified by the Contractor of any releases or spills of hazardous substances into the environment. The Contractor shall ensure that all aspects of the environmental regulations are complied with including establishing any required procedures and control systems and performing any required employee training. The Contractor will be responsible to report all releases or spills on or about the Work Site in accordance with such environmental regulations and EPCOR will be copied on all reports.

Hazardous Wastes

The Contractor shall ensure that all hazardous wastes generated at the Work Site and unused hazardous chemicals are removed, transported and disposed of in accordance with applicable legislation in the jurisdiction in which the Work is being performed. The Contractor shall be responsible for compliance with all requirements of all applicable hazardous waste disposal legislation for waste they generate on the Work Site as a result of the construction, or any other, activity. A copy of the necessary documentation (i.e. Hazardous Waste Manifest) must be supplied to the EPCOR Owner Representative by the Contractor.

Impaired Workers

The Contractor shall ensure that any Worker showing signs of impairment (influenced by alcohol, drugs, medication, mental/physical fatigue or anything else that renders the Worker to be unable to safely carry out their duties), or any person in a supervisory position with respect to such person or the project who knowingly allows a person showing signs of impairment to perform Work, will be subject to disciplinary action. Such action will, at a minimum, be in accordance with applicable EPCOR requirements.

Smoke Free Workplace

Smoking will not be permitted in any facilities, buildings, vehicles (including mobile equipment), construction trailers or within five metres of an outdoor active Work area. Designated smoking areas must be established. The Contractor shall inform their Workers of the smoking restrictions in place on the Work Site and ensure these restrictions are followed as required by EPCOR Work Site requirements and where applicable, provincial or municipal regulatory smoking guidelines.

Workers' Compensation Board (WCB)

The Contractor and all Subcontractors shall have an account in good standing with the appropriate Workers' Compensation agency before they begin Work on the project and maintained during the length of the project. Proof of current account status shall be provided to EPCOR upon request. Industries exempt from the Workers' compensation legislation in the jurisdiction in which the Work is being performed shall provide proof of insurance coverage acceptable to EPCOR.

5.0 OBJECTIVES, TARGETS AND PROGRAMS

Overall Objective

The overall HSE objective for project management is to provide a safe, healthy and environmentally conscious workplace for all Workers on the Work Site and to foster a zero injury and Incident culture.

The Contractor shall make every reasonable effort to utilize the principles of accident and loss prevention in the management of all activities and programs and ensure that line management includes owners, managers and all levels of supervision, and that Workers are responsible for identifying, eliminating and controlling known Hazards that can result in personal injury, illness, property damage, fire, any breach of security, environmental impact or other form of controllable loss.

The Contractor shall support EPCOR's HSE Management System by fostering a culture where all Work Site personnel will be ultimately responsible for their own safety by complying with and enforcing legislative, company, and industry standards as well as by promptly reporting all unsafe acts or conditions to supervision. Contractor supervision is responsible to take immediate and long-term corrective actions to solve such problems.

All Contractors will be required to comply with all protocols, rules, policies, conditions of employment and government legislations outlined in this program as the minimum standard for safety compliance on this project. Contractors will also be required to implement and manage their own specific protocols, rules, policies, and conditions of employment to adhere to the most stringent requirements.

EPCOR, at its discretion and without prejudice or penalty may stop Work, impose a Safety Stand Down (re-focus) or refuse Work Site access to Contractors or Workers, if deemed necessary, to restore order and ensure that Work will only continue in a safe manner.

6.0 RESOURCES, ROLES, RESPONSIBILITY, ACCOUNTABILITY AND AUTHORITY

Contractor Responsibilities

The Contractor is responsible for ensuring that all their Subcontractors comply with all applicable HSE legislation for the jurisdiction of work being executed.

The Contractor shall enforce all applicable safety rules and regulations to all individuals under their supervision who will be on the Work Site.

The Contractor shall be responsible to:

- Ensure the health and safety of their Workers;
- Manage Environmental Aspects and impacts of the job on the environment;
- Ensure that their Workers are competent to perform their assigned tasks;
- Ensure equipment brought onto the Work Site is in good repair, and is maintained and operated in accordance with the manufacturers' recommendations;
- Meeting the intent of the EPCOR HSE commitment and beliefs, and these Contractor Requirements;
- Explain to their employees and Subcontractors at the Work Site these Contractor Requirements and any project specific procedures and ensure compliance;
- Ensure that property is not damaged;
- Ensure that their employees, other Workers, visitors and the public are not subjected to injury or illness as a result of Contractor operations; and
- Ensure that the EPCOR Alcohol and Drug Standard is adhered to by Workers and Subcontractors on the Work Site, including pre-access testing for safety sensitive positions.

Equipment and Processes

Unless otherwise stipulated, the Contractor shall provide all safety supplies, equipment, hazard monitoring devices, emergency vehicles, first aid supplies and facilities, emergency communications systems, fire extinguishers, etc., as required by legislation and in compliance with recognized industry HSE practices.

The Contractor shall develop a project specific HSE plan for the Work, and the Contractor shall comply with all of its requirements. The Contractor shall designate a Competent Worker(s) who will be responsible for ensuring compliance with the Contractors HSE plan and all legislated requirements. In addition, the Contractor shall also include all provisions of the Contract document relating to HSE in all agreements with its Subcontractors.

Prime Contractor Responsibilities

The Prime Contractor is responsible for all aspects of safe execution of Work in the area under their control. The Prime Contractor will:

- Establish and maintain a system or process that ensures compliance with the OHS Act, Regulation and Code for Alberta or the similar legislative scheme in force if the Work Site is outside of the Province of Alberta.
- Ensure that any employer on a Work Site is made aware of any existing or potential work site hazard that may affect the employees of that employer.
- Ensure that first aid services, equipment and supplies are available at the Work Site.
- Ensure that equipment erected or installed by or on behalf of the Prime Contractor complies with OHS requirements as if the Prime Contractor was the employer (e.g.: shared equipment such as toilet facilities, scaffolds, guardrails, waste disposal, fall protection anchorages, etc.).
- Ensure that investigations of serious injury incidents are completed.
- Ensure that controlled products are appropriately managed.
- Ensure segregation of the EPCOR Work Site from adjoining Work Site(s).

NOTE: Unless otherwise agreed to by contractual arrangement, EPCOR will retain Prime Contractor status and will assume the Prime Contractor OHS responsibilities and obligations.

Subcontractor Management

As all Subcontractors are the responsibility of the Contractor, the Contractor shall ensure all Subcontractors are made aware of and meet all EPCOR HSE Requirements, including those specified herein. The Contractor must be prepared to submit any or all Subcontractor HSE Management System/Program documents upon request.

Supervision

The Contractor shall advise EPCOR in writing, of the person(s) who will ensure compliance with applicable requirements on a non-stop basis. This list should include the Contractor Supervisor and as many representatives as the Contractor determines are required to ensure appropriate supervision and the subsequent safe performance of all jobs on the Work Site. A 24-hour emergency telephone number(s) shall be provided. The individuals noted shall have the authority to correct safety deficiencies. EPCOR reserves the right to assign or approve the Contractor's Supervisor and/or safety staff.

Visitors to Work Site

All visitors to the Work Site shall follow the established safety procedures in place for the Work Site including, but not limited to:

- PPE requirements
- Site safety rules
- Site orientation requirements
- Site emergency response procedures

Unless the visitor has been oriented to the Work Site, they shall be escorted by competent Work Site personnel.

7.0 COMPETENCE, TRAINING AND AWARENESS

Codes of Practice

If the Work Site has existing codes of practice, and the Contractor is utilizing those codes of practice, the Contractor shall train and familiarize all the Workers under their control of the contents of the codes of practice. If there are no codes of practice in place (new construction Work Site) then the Contractor shall develop appropriate codes of practice in accordance to legislated requirements. Contractor Workers shall follow the codes of practices where they apply to the assigned task.

Competent Workers

The Contractor shall ensure that Workers on the Work Site will be adequately qualified, suitably trained/certified, and sufficiently experienced to perform Work in a safe manner with minimum supervision. Those Workers who do not meet these criteria shall be directly supervised by a Competent Worker.

Where required for the Contractor to safely perform his or her Work, the Contractor shall ensure that the Worker is trained in the following, but not be limited to:

- Confined space entry procedures;
- Fall protection;
- Scaffolding (understand the significance of tags);
- Use of aerial work platforms;
- Applicable permits, confined space entry, hazardous energy isolation (H.E.I.), excavation, hot work;
- Respiratory protection;
- Chemical hazards;
- Workplace Hazardous Materials Information System (WHMIS);
- Waste management;
- Spill control/cleanup;
- Working alone procedure;
- Basic fire fighting (fire extinguisher usage);
- Powered mobile equipment operation (crane, forklift, scissor lift, etc.);
- Rigging; and
- First aid/Cardiopulmonary Resuscitation (CPR) (in accordance to requirements of the applicable legislation).

Training

All personnel performing high consequence work must successfully complete the Construction Safety Training System (CSTS) before coming on the Work Site. This requirement may also apply to those performing low consequence work where determined based on the scope of work and in conjunction with the hazard/risk assessment.

The Contractor shall maintain training records for all employees.

Orientation and Re-orientation

All Work Site personnel on EPCOR projects must receive a general safety orientation and a Work Site specific orientation prior to commencing Work (with respect to the project).

Re-orientation shall be required if the Worker has been away from the Work Site for a period longer than one year. The Work Site specific orientation must include the following:

- Work area(s) – including any areas of operational facilities which are “off limits”;
- Muster points;
- First aid facility locations;
- Lunch and wash facilities/trailers; and
- Specific Work Site Hazards.

8.0 COMMUNICATION AND CONSULTATION

Contractors HSE Management System/Program

The Contractor shall have a copy of their corporate HSE program, the applicable HSE legislation, other applicable regulations, and their Work Site specific HSE plans on the Work Site and available for review.

HSE Meetings

The Contractor shall ensure HSE meetings are held with adequate management and Worker representation in attendance, including Subcontractors. The frequency of these meetings will be determined based on the contracted scope of work. If work is forecasted to be >5 business days in continuous duration, at a minimum, weekly safety meetings are required. The meetings must include an HSE topic, Site specific safety concerns and identified corrective action, responsibility and timeline. Minutes of these meetings must document attendance, identified areas of concern and determined resolution methods. The minutes of these meetings shall be forwarded to the EPCOR Owner Representative when requested.

Observations and Inspections

Contractors must conduct Work observations and/or inspections to review the safety and environmental aspects of the tasks performed at the worksite. The purpose of these observations is to ensure that Workers understand and apply safe work processes and procedures, as well as to establish a two-way dialogue between supervision and Workers to discuss safety related issues. Scheduled Work observations and inspections shall be conducted at a frequency determined by the scope of work. If work is forecasted to be >5 business days in continuous duration, at a minimum, weekly formal inspections are required. Completion of the observations and inspections shall be available to EPCOR.

Tailboard Meetings / Toolbox Talks

Contractors must ensure that daily Safe Work Plans/FLRA's take place at the start of each shift or task. The meeting must address the specifics of the task, a hazard assessment, controls required, permits required, and other pertinent safety/task related information. If the task requires revision to the Work methodology then a new Tailboard Meeting must be conducted to address the changes and their potential HSE concerns. Safe Work Plans/FLRA's shall be documented and documentation shall include, at a minimum, the topics discussed, Worker attendance, concerns raised and hazard controls required.

9.0 MANAGEMENT SYSTEM DOCUMENTATION

Contractors shall maintain an HSE documentation system which includes their policy and supporting procedures, codes and work practices.

10.0 DOCUMENT AND DATA CONTROL

Documentation of Safety Related Activities

HSE management activities or processes shall be documented and maintained for at least the length of the project. Such documentation must be completed on appropriate forms created for that purpose and shall be available on the Work Site during audits. Examples of required documents are:

- Incident investigations
- Audits and planned inspections
- Safety meetings
- Standards
- Procedures
- Checklists
- Permits
- Report forms
- etc.

11.0 OPERATIONAL CONTROL

The Contractor shall ensure operational control's are in place for the scope of Work being performed. Examples include procedures for demolition, hot work, explosives, work over water, ground thawing, pesticide application, radioactive material, lasers, electrical or substance isolation (blanking, lockouts), carcinogenic material and other Hazards as specified by EPCOR. These procedures shall be made available to the EPCOR Owner Representative. The Contractor shall ensure that these operational controls outline safe work practices that address HSE concerns. Workers on the Site that are exposed or potentially exposed to these Hazards shall be familiar with and follow the prescribed controls.

Abrasive Blasting

Before beginning any abrasive blasting operation the Contractor shall:

- Conduct a hazard assessment to ensure the blasting can be done safely;
- Ensure that the blasting operator wears a blasting hood which has an adequate supply of suitable breathing air at sufficient volume and pressure to maintain positive pressure in the hood;
- Ensure that the blasting operator wears sufficient PPE to protect against noise and accidental contact with the abrasive material flow;
- Ensure that the operator has a "dead man" type control to stop the flow of material;
- Ensure that the blasting operation does not contaminate the air for other Workers by providing a separate enclosure or by other suitable means; and
- Ensure used abrasive material will be disposed of in accordance with environmental requirements.

Asbestos Removal

The Contractor shall ensure that when Work requires the removal of asbestos material, such removal is to be executed by trained abatement personnel only. Job specific procedures shall be developed in accordance with applicable OHS legislative requirements for asbestos abatement, for the jurisdiction in which the Work is being performed.

The asbestos abatement Work must be supervised by a competent occupational hygiene consultant. Air sampling must be conducted as per provincial OHS legislative requirements, and EPCOR must be provided with copies of all related documentation including notice of project, air sampling results, and waste manifests.

Chemical Hazards

The Contractor shall ensure that all controlled products which are brought onto the Work Site as part of the project are stored, used and handled in accordance with manufacturer's recommendations and WHMIS requirements.

- **Material Safety Data Sheets**

The Contractor shall have all Material Safety Data Sheets (MSDS) accessible to all Workers at the Work Site for controlled products brought onto the Work Site for the project. The Contractor shall provide copies of the MSDS to the EPCOR Owner Representative.

- **Use and Storage of Flammable Substances**

The Contractor shall ensure that the Hazards associated with the use of any flammable substance are clearly evaluated and procedures put in place to ensure the safety of Workers, materials and equipment at the Work Site. Flammable substances shall be stored in approved containers and rags contaminated with flammable substances shall be stored in suitable metal containers with adequate covers. Sparks from "hot work" operation shall be controlled in a manner which prevents fire or Worker injury.

- **WHMIS Labels**

The Contractor shall ensure that all controlled products present at the Work Site are identified with either WHMIS approved supplier or Work Site labels.

Codes of Practice

The Contractor shall post at all Work Sites codes of practice if the Work includes:

- Confined space entry;
- Respiratory protective equipment;
- Designated chemicals (e.g.: asbestos, lead, silica, etc.); and/or
- Others as required under the applicable OHS legislation.

Each code of practice must reflect the specific operation conducted at that particular Work Site.

Compressed Gases

The Contractor shall ensure that:

- Compressed gas cylinders are stored and used in accordance with regulatory requirements;
- Compressed gas cylinders shall not be transported in elevators with any other personnel present other than the person moving the cylinders with the exception of Self Contained Breathing Apparatus (SCBA) and small containers of aerosols for non destructive testing (NDT); and
- Compressed gas cylinders shall not be taken into confined spaces.

Crystalline Silica

Construction work activities involving concrete disturbance through sanding, drilling, chipping, grinding, cutting, sawing, dry sweeping and abrasive blasting have the potential to expose workers to airborne concentrations of respirable crystalline silica. The contractor shall ensure that exposure to crystalline silica is kept as low as reasonably achievable and below applicable occupational exposure limits. Job specific procedures are required to be applicable with OHS legislation and meet any EPCOR Business Unit specific requirements.

Equipment Use, Maintenance and Repair

The Contractor shall ensure that all equipment used on the Work Site will not compromise the health and safety of Workers, is maintained in good operating condition, and is only used in accordance with the manufacturer's recommendations and by Competent Workers trained and qualified to use such equipment. Equipment shall not be modified without the manufacturer's written approval and all equipment shall be inspected prior to use.

Excavations and Trenches

The Contractor shall ensure that excavations are conducted in accordance with the applicable legislation in the jurisdiction in which the Work is being performed and take into account the locating and exposing of underground utilities, soil conditions, Worker access/egress, spoil pile location, and barricading the excavation. The Contractor shall ensure the protection of the Workers from cave-ins by cutting back the walls and/or by installing temporary protective structures in trenches and excavations in accordance with applicable legislation.

Extreme Hot or Cold Weather Work

The Contractor shall have a procedure in place to effectively manage Workers who are exposed to temperature extremes. The procedure shall detail when the procedure is to be put into effect and shall outline specific actions to be taken, including warm up or cool down periods, and when Work will cease entirely. The procedure shall be based on a recognized protocol such as the American Council of Government and Industrial Hygienists (ACGIH) Biological Exposure Indices.

Fall Protection

The Contractor shall ensure that a fall protection plan is developed for a Work Site where a Worker may fall three metres or more and is not protected from falling by guardrails. Workers shall ensure 100% tie off including the use of double lanyards when required. The fall protection system shall be used in accordance with the manufacturer's instructions and shall be attached to an anchor point which complies with the legislative requirements for anchor points. Workers required to wear fall protection shall be competent in its inspection and use.

Hand and Power Tools

The Contractor shall ensure that power and hand tools are properly used and maintained in accordance with the manufacturer's instructions and that all applicable guards and handles are in place. Tools shall be operated only by Competent Workers who are knowledgeable in the safe use, limitations and maintenance of that tool.

Hoisting and Rigging

The Contractor shall ensure that all aspects of hoisting and rigging comply with the applicable legislation in the jurisdiction in which the Work is being performed. Only Competent Workers, designated by the Contractor, shall operate hoists, act as signalers, or perform rigging. The operator of the lift device shall have access to sufficient load charts and be made aware of the load weight to perform the lift safely. Log books for cranes and hoists shall be maintained as required. Approved rigging shall be of sufficient strength, inspected thoroughly at the beginning of each shift and used in a safe manner. Tag lines shall be used where required to control the load to prevent undesired movement, unless the use of tag lines create a greater Hazard. At no time shall loads be suspended over Workers, or travel over Workers. All rigging, manual lifting devices (chain falls, etc.) and powered lifting devices shall be maintained, inspected, and used in accordance with manufacturer's instructions and the legislative requirements of the jurisdiction in which the Work is being performed.

Housekeeping

The Contractor shall ensure that the Work Site is kept clean and free from accumulation of debris and other Hazards that may endanger Workers or restrict safe access or egress, including the proper storage of equipment and material.

Illumination

The Contractor shall ensure illumination at the Work Site is sufficient to enable Work to be done safely.

Ladders and Scaffolds

The Contractor shall ensure that all scaffold erection is in compliance with the applicable legislation in the jurisdiction in which the Work is being performed and according to manufacturer's instructions. All scaffolding shall be properly tagged for use in accordance with legislative requirements.

All portable ladders shall be in good repair, and used in accordance with the OHS requirements of the jurisdiction in which the Work is being performed and Canadian Standards Association (CSA) Standards. Ladders must be tied off at the top and secured at the bottom unless held in position by a second Worker. Workers shall not perform Work from either of the top two rungs or steps of a ladder. Extension ladders shall extend a minimum of three rungs (or one metre) beyond the platform, deck, roof line, etc.

Lunch Room and Sanitary Facilities

Unless the Contractor has specific permission to utilize the Work Site facilities provided by EPCOR, the Contractor shall provide appropriate lunchrooms and sanitary facilities in accordance with applicable legislation. The location of such accommodations shall be approved by the EPCOR Owner Representative before they are placed. The accommodations shall be regularly cleaned and shall remain free of any form of contamination.

Manhole and Vault Covers

The Contractor shall ensure that when Work requires the temporary removal of a manhole or vault lid, that a suitable guard is installed before the manhole lid is removed. The manhole or vault shall not be left unattended while open. The manhole or vault shall be adequately protected and covered if it becomes necessary to leave it unattended without its lid in place.

Movement of Equipment and Materials

The Contractor shall ensure that loads and materials are secured in accordance with load securement requirements to prevent unintentional movement or spillage. Chemical substances regulated by the Transportation of Dangerous Goods Regulation (TDG) or the analogous regulatory scheme in force in the jurisdiction in which the Work is being performed, shall be transported in accordance with that regulation. The Contractor shall ensure Workers are aware of the Hazards associated with working around moving equipment and that appropriate measures are taken to protect the Workers from injury. Workers working in the vicinity of mobile equipment shall wear Canadian Standards Association (CSA) approved Class II high visibility clothing or vests.

Office Safety

Where the Contractor establishes administrative offices on the Work Site to support the project Work, they shall establish a safety program specifically designed to mitigate Hazards and risks in the office environment.

Openings in Decks, Floors, Platforms, Etc.

Openings that create a falling Hazard must have a temporary cover with warning signs or guardrails and toe boards installed by the Contractor before the opening is created. Similarly, where open trench Work is conducted guardrails or barricades shall be erected and maintained as required.

Permits

The Contractor shall ensure that a system of permitting is in place for the following:

- Control of hazardous energy (lockout/tagout, grounding, etc.);
- Confined space entry;
- Hot work; and
- Ground disturbance (excavation/trenching).

The Contractor shall ensure that their permitting process complies with all legislated requirements and meets the standards established by EPCOR. Personnel involved in the permitting system shall be trained in the permitting process and shall follow the permit requirements for isolation, application of locks, testing of isolation, air monitoring, rescue requirements, fire prevention requirements, cut backs, etc.

When the Contractor is working under EPCOR issued permits, the Contractor shall ensure that their Workers have received training in the EPCOR work permitting system and comply with the permitting requirements. EPCOR issued permits may include:

- Hot work;
- Excavation;
- Confined space entry;
- Vehicle site access; and
- Lock out/tag out for Work involving live or operating equipment or within an operating facility.

If during the course of the Work, conditions or procedures vary from the permit outline, the Contractor shall stop work, assess the new conditions and review/modify the permit as required.

Personal Protective Equipment (PPE)

The Contractor shall ensure that their Workers and all Subcontracted Workers use appropriate PPE and are trained in its use, care, and limitations in order to control or minimize Hazards that can not be controlled by elimination, engineering or administrative practices.

Powered Mobile Equipment

The Contractor shall ensure that powered mobile equipment meets the requirements of applicable legislation in the jurisdiction in which the Work is being performed. Personnel must not be transported in a vehicle unless adequate seating is provided. Equipment fitted with roll-over protective structures shall be equipped with seat belts and the seat belts shall be worn when the equipment is operated. Equipment requiring back-up alarms shall have the alarms maintained in good working order.

Public Safety

The Contractor shall ensure that access or movement at or adjacent to the Work Site is controlled on a 24-hour basis to ensure that the public or other Workers are not exposed to Hazards present at the Work Site at any time, including during lunch and coffee breaks. This may involve the use of fencing, barricading, barrier tape, lighting, signage, hoarding, locked covers over openings, security personnel, "authorized entry only" provision, or other means as

appropriate. The Contractor shall ensure that authorized EPCOR personnel have access to the Work Site.

Temporary Heating and Ventilation

The Contractor shall ensure that qualified Workers install the systems and sufficient make-up air is provided at all times. The fuel supply and heaters shall be secured to prevent falling over and protected from being struck. Temporary ventilation that is provided to control levels of airborne contaminants or to ensure adequate levels of respirable air shall be designed and maintained as prescribed in the Ventilation Regulation in force in the Province of Alberta (or the analogous regulatory scheme in force in the jurisdiction in which the Work is being performed).

Traffic Hazards

The Contractor shall ensure that appropriate measures are taken to protect Workers from the Hazards created by traffic or mobile equipment, including appropriate barricades and the wearing of high visibility clothing or vests (CSA Class II or as required by the highway traffic standard in the jurisdiction in which the Work is being performed) where required.

Signs, Warnings, Barricades & Barrier Tape

The Contractor shall erect "Danger" signs where an immediate Hazard exists and shall erect "Caution" signs to warn against potential Hazards or to unsafe conditions.

Barricades shall be erected to warn Workers and public where danger exists.

Site Security

The Contractor shall adhere to any security control system (ie: key/access control) established by EPCOR to protect the Work Site and/or equipment.

The EPCOR Owner Representative may request the Contractor to institute a Work Site specific security procedure that includes identifying authorized Workers to the Work Site. Site security must control the access to the Work Site to Workers, visitors, service personnel who are authorized to enter the Work Site.

If required, Contract Workers must follow the EPCOR background screening process which in part requires a Criminal Records Check (CRC) from an accredited Law Enforcement Agency to EPCOR Security, dated no more than 90 days before their commencement date. The company BackCheck can also be used to obtain the CRC, which will be reported directly to EPCOR Security. The Owner's Representative will be the point of contact to ensure that the process for the background screening is followed correctly and if any changes or additions to Contractor Workers are required during the length of the Contract/project.

Underground and Overhead Utilities

The Contractor shall ensure that all underground utilities are located in accordance with the applicable legislation in the jurisdiction in which the Work is being performed. Specifically, the procedures outlined in the *Pipeline Act* for Alberta (or the similar legislative scheme in force if the Work is being performed outside of the Province of Alberta), *Electric Utilities Act* for Alberta (or the similar legislative scheme in force if the Work is being performed outside of the Province of Alberta), *Alberta Electrical Utility Code* (or the similar legislative scheme in force if the Work is being performed outside of the Province of Alberta), and other applicable legislation in the jurisdiction in which the Work is being performed must be followed.

The Contractor shall ensure that Workers are made aware of the location of overhead and/or underground utilities and that the dangers of contacting these utilities are communicated to all Workers. The Contractor shall ensure that the safe limits of approach as outlined in legislation for Workers and equipment are maintained at all times.

When it is necessary for equipment to move underneath overhead power lines the Contractor shall ensure that the equipment is moved in a configuration which would prevent contact with the overhead lines. Signs warning of the danger of overhead power lines shall be erected below the lines when travel under the lines is required.

Welding and Cutting

All welding and cutting shall be done by Competent Workers in accordance with legislated requirements in the jurisdiction in which the Work is being performed. Workers shall use Work practices that prevent fires and injury to themselves and other Workers at the Work Site. Workers shall be equipped with PPE that will prevent burn injuries. Fire blankets and barriers shall be used to protect other Workers and control fire hazards. Hot work permits and quality assurance procedures may be required at some Work Sites.

Working Alone

The Contractor shall conduct a hazard assessment for each instance where a working alone situation occurs. Appropriate measures, based on the hazard assessment, shall be developed and utilized to monitor and ensure the health and safety of the Worker in accordance with applicable legislation.

Violence in the Workplace

The Contractor shall ensure that an adequate violence in the work place policy/procedure is in place to comply with applicable legislation. The policy shall cover, but not be limited to:

- Harassment
- Threats and threatening behaviour
- Physical or mental abuse
- Investigation of suspected violence in the work place issues
- Disciplinary policy for violence in the work place

12.0 EMERGENCY PREPAREDNESS AND RESPONSE

Emergency Response Planning

Based on the Hazard identification performed by the Contractor, an overall Emergency Response Plan (ERP) shall be established (routes, equipment, emergency contacts, etc.) if required to manage both man made and naturally occurring Hazards. Contractors shall inform all the Workers on the Work Site of the contents of the plan. If the Work Site has an existing ERP, the Contractor shall coordinate the ERP with the existing facility plan and shall familiarize all the Workers under their control of the contents of the plan.

Fire Protection

The Contractor shall ensure that an adequate number of the appropriate type and size of fire extinguishers are provided and maintained in accordance with applicable legislation in the jurisdiction in which the Work is being performed. The fire extinguishers shall be clearly visible and readily accessible. Workers shall be trained in the use of the fire extinguishers provided. The extinguishers shall be inspected monthly and replaced if missing, defective, or used.

First Aid

Unless first aid Services are being provided by EPCOR, each Contractor shall provide first aid Services, equipment, and supplies in accordance with the current OHS legislation, taking into consideration the Work being performed, the number of Workers present and response time for emergency response personnel. Throughout the duration of the Contract, the Contractor shall ensure that the required number of qualified emergency first aid and standard first aid personnel are present at the Work Site while work is being conducted.

Severe Weather

If applicable, the Contractor shall develop severe weather guidelines that include procedures and Work shut down rules. The severe weather guideline must include, but not be limited to:

- Extreme cold;
- Extreme heat;
- Severe rain, snow, hail etc, storms;
- Lightning; and
- Severe wind/tornadoes.

Spill Control and Clean Up

Contractors shall utilize secondary containment around chemical or fuel storage containers. Absorbent material capable of containing and managing small spills shall be available and accessible at all times. Spills of chemicals in quantities deemed reportable under applicable legislation shall be immediately notified to the EPCOR Owner Representative with a follow-up Incident report.

13.0 PERFORMANCE MEASUREMENT AND MONITORING**Contractor HSE Management Report**

The Contractor shall maintain project related HSE Incident records when working on EPCOR Work Sites. The Contractor shall record all injuries, occupational illness, environmental spills or releases, near-miss Incidents and hours worked.

Where required by the EPCOR Owners Representative, the Contractor will provide EPCOR with a monthly report on the above information to be used to develop HSE related statistics. The following statistics will be determined in accordance with established formulas (Canadian Electrical Association or OSHA Bureau of Labour Statistics) for:

- Lost Time Injury Frequency (LTIF);
- Lost Time Injury Severity (LTIS);
- All Injury Frequency (AIF);
- Total Recordable Injury Frequency (TRIF); and
- Restricted/Modified Duty Severity (RWS).

Where a system of leading indicators has been established for a project, the Contractor shall collect and maintain records on the leading indicator performance. The development of leading indicators shall be determined by EPCOR and the Contractor based on the Hazard identification/risk analysis performed for the project.

14.0 EVALUATION OF COMPLIANCE

The Contractor shall periodically evaluate compliance with regulatory and EPCOR requirements. The EPCOR Owner Representative shall be notified of any areas of non-compliance and actions taken to correct the non-compliance.

15.0 INCIDENT MANAGEMENT

Incident Management

The Contractor shall maintain an Incident management system that complies with EPCOR standards, procedures and the applicable legislation in the jurisdiction in which the Work is being performed. Contractors must provide Incident scene management for situations occurring within their Contractual requirements. The Contractor must ensure that all Work Site supervisory staff has been provided with the training required for implementing Incident scene management and reporting.

Incident Notification to Regulatory Bodies

OHS and Environmental Regulatory notification for shall be completed in accordance with applicable federal, provincial or municipal reporting guidelines.

Incident Reporting

EPCOR must be notified within 30 minutes from the time of an Incident by voice or e-mail). This includes all Incidents: personal injury, property damage, equipment damage, powerline contact, near-miss and environmental Incidents. The Contractor is responsible for complying with EPCOR's Alcohol and Drug testing and investigation protocols. Contractors shall lead all Incident investigations and submit Incident reports to EPCOR within 24-hours identifying any lost time, modified or restricted work, medical aid, first aid, property/equipment damage or near-miss Incidents. When required, detailed Incident investigations shall be completed within seven days.

16.0 NON CONFORMANCE, CORRECTIVE AND PREVENTATIVE ACTION

While working on EPCOR Work Sites, the Contractor shall have an ongoing process to identify actual or potential items of non-conformity and take corrective/preventative action to address the root cause of such items. Where a risk assessment has determined new or changed Hazard or control requirements, preventative or corrective actions shall be developed, communicated and implemented. The EPCOR Owner Representative shall be provided with a record of such actions.

17.0 RECORDS MANAGEMENT

HSE Records

The Contractor must maintain related HSE records and these records shall be made available to the EPCOR Owner Representative upon request.

HSE records shall include, but not be limited to:

- HSE related reports;
- Certificates of competency;
- Certificates or documentation of calibration and or bump testing for instruments;
- Training records;
- Inspection reports (workplace, environmental, etc.) ;
- Inspections and/or orders from regulatory bodies;
- Audit reports and corrective action documents;
- Other documents generated by the management of HSE directly related to the project
- Documentation of any meeting(s) held with Subcontractors to communicate HSE Requirements; and
- HSE meeting minutes, Tailboards, SWP/FLRA's, Hazard Assessments.

Current versions of controlled documents are posted on the EPCOR intranet. Versions obtained from other locations are considered uncontrolled. It is the user's responsibility to verify that this is the current version.

PRINTED COPIES OF THIS DOCUMENT ARE VALID FOR 24 HOURS.

Records Creation and Retention

The Contractor shall ensure that all appropriate HSE related records are created as required and a retention procedure is in place for at least the length of the project.

18.0 AUDITS AND INSPECTIONS

Inspections

Where required, the Contractor shall establish a program of HSE related inspections to be completed weekly by senior Contractor personnel. All findings shall be documented and a report detailing the proposed corrective action to be taken, including time lines and responsibilities for completion.

EPCOR must be immediately notified of any inspections or orders by regulatory bodies along with an action plan to address any identified deficiencies.

Project HSE Auditing and Assessment

Contractors shall develop a system to accommodate periodic audits, assessments or inspections that includes documentation, records review and interview plans with dates and assigned responsibilities. Contractors shall perform internal HSE audits and inspections as a part of leading indicator activities to measure safety related performance; Subcontractors shall be included in such audits. Audit findings shall be documented and plans shall be developed to address the findings with immediate and long term corrective actions identified, responsibilities assigned and completion dates determined. Copies of audits and inspections shall be copied to the Owner's Representative and/or EPCOR Owner Representative.

19.0 MANAGEMENT REVIEW

Continuous Improvement Cycle

The Contractor shall regularly review audits, evaluations, regulatory requirements, HSE performance, changing circumstances, Incident investigations, corrective and preventative actions to ensure the continuing suitability, adequacy and effectiveness of HSE management on the Contract.

20.0 OCCUPATIONAL HEALTH AND HYGIENE

Asbestos

If asbestos containing materials (ACM) such as duct lines, water mains, cable insulation, packing, or gaskets are to be used, appropriate procedures must be utilized to handle the material, including cutting, shaping, installing and/or removing the ACM. The procedures developed and utilized shall comply with the appropriate legislated requirements for the jurisdiction where Work is being performed.

Health

The Contractor shall establish appropriate health procedures to address issues such as:

- Ergonomics/musculoskeletal injury;
- Employee fitness to work; and
- Exposure to occupational Hazards such as noise, chemicals, radiation, etc.

Hygiene

The Contractor shall ensure that exposure to chemical, biological, radiation and noise occupational Hazards which are or may be present at the Work Site are adequately controlled to protect the health and safety of Workers. The Contractor shall develop control plans which include Hazard assessment, Worker education, safe Work practices, clean up, decontamination and disposal as required.

Contractors shall ensure monitoring methods for applicable airborne contaminants, such as hydrocarbon or chemical vapors and dusts are conducted if necessary and shall take immediate corrective action if monitoring shows unacceptable levels of airborne contaminants. Should monitoring of these contaminants be necessary, only Workers who have demonstrated competence in monitoring shall carry out such Work and keep all appropriate records for review by EPCOR upon request.

Contractor shall develop gas monitoring equipment procedures for hygiene and/or confined space entry that include maintenance, calibration and use (including pre-use bump testing) in accordance with the manufacturer's instructions. Instruments which require service or are defective shall be immediately taken out of service, tagged, and removed from Work Site for repair/calibration before reuse.

Lead Paint

Lead paint was used in older facilities and may be found on equipment which was coated for corrosion control. If a concern arises about the content of the paint or coating, a test to determine lead content must be performed. Where paint containing lead is being removed from existing equipment, piping, etc., the Contractor shall ensure that any dust is properly controlled.

21.0 CONTRACTOR MANAGEMENT

The Contractor shall ensure a process of pre-qualification, selection and performance management is implemented and maintained for all Subcontractors.

22.0 CONTRACT SPECIFIC REQUIREMENTS

Additional EPCOR requirements such as procedures or work practices specific to this Contract will be identified and provided to the Contractor.

23.0 DEFINITIONS

Clean Shaven

Having no visible facial hair within ½ inch on either side of the sealing edge of the respirator. Moustaches trimmed to the corner of the mouth and for full-face respirators, sideburns not to extend more than ½ inch below the earlobe and inwards on the face. In addition, any facial jewellery that could impede the respirator seal must be removed. See *Appendix 1* in *ms20-pro2.5-Fit Testing*, for photos of appropriate and inappropriate facial hair.

Competent Worker

A person who is adequately qualified, suitably trained and with sufficient experience to safely perform Work with a minimum degree of supervision.

Contract(s)

All oral or written agreements, letters, memoranda, purchase orders or other documentation evidencing a legally binding agreement between EPCOR and one or more third parties under which legally binding rights, duties, obligations, commitments or promises are exchanged for consideration.

Owner's Representative

EPCOR Employee who is primarily responsible for ensuring the completion of a defined scope of work by a contractor.

Contractor

A person, partnership or group of persons who through a Contract, an agreement or ownership directs the activities of one or more employers involved in Work at a Work Site.

Contractor Supervisor

A person designated by the Contractor as their representative to direct the Work and ensure HSE requirements are met by the Contractor's Workers and/or Subcontractors.

Environmental Aspect

Element of an organization's activities, products or Services that can interact with the environment.

EPCOR

EPCOR Utilities Inc. and all of its subsidiaries and affiliates.

EPCOR Work Site

A Site or location owned, leased, operated or otherwise controlled by EPCOR where all or any of the Work is to be performed, which Site may have on it other projects or existing facilities, activities operations.

Hazard

A situation, condition or thing that may be dangerous to the safety or health of Workers, the public or the environment.

High Consequence

- Use of mobile equipment.
- Perform any of the following:
 - Abatement/remediation (asbestos/lead).
 - Confined space
 - Demolition.
 - Lockout/tagout.
 - Work at heights.
 - Power mobile crane operation.
 - Electrical work.
 - Hazardous waste operations.
 - Hot work.
 - Work on, over or under open water.
 - Rigging or trenching.
 - Excavations.
 - Sandblasting
 - Any work that is done on or directly adjacent to a roadway
 - Concrete or asphalt cutting
 - Scuba diving

HSE Meeting

Formal meeting held by Supervisors with their Workers (including Sub-contractors) to communicate HSE requirements and address concerns.

Incident

An undesired event that has, or could have, resulted in personal harm, property damage, environmental damage or loss.

Low Consequence

All the work performed, other than referred to in High Consequence.

Prime Contractor

Contractor, employer or other person who enters into an agreement with the owner of the Work Site to be the Prime Contractor; or if no agreement is in force, the owner of the Work Site is the Prime Contractor.

Services

Means all labour, duties, functions, and activities required to be performed by the Contractor under the Contract.

Subcontractor

A Contractor who does not have a direct Contract with EPCOR but is under the direction and responsibility of a Contractor who does have a direct Contract with EPCOR.

Tailboard Meeting

A meeting conducted at the EPCOR Work Site by the Workers to assess the adequacy of the job plan and to ensure that all associated hazards/risks have been identified and controls established.

Work

The provision of Goods and/or Services by a Contractor to EPCOR.

Worker

Any person involved in an occupation.