

EMERGENCY RESPONSE PROCEDURES

Wellsite Geologists has consulted with affected (all) workers in establishing this emergency response plan. When required, site-specific plans are developed with the assistance of everyone involved. This plan is re-evaluated annually, along with the rest of this manual to keep the information current. If a significant piece of information has been omitted, it will be posted in the lunchroom until the manual has been updated.

Wellsite Geologists has prepared the following emergency procedures (after consultation with the work place committee or the health and safety representative, if applicable):

- General Emergency
- Evacuation Procedures
- Potential or Actual Violence
- Lighting Failure
- Spill Clean Up and Re-Entry
- Natural Disasters: Severe Storms, Tornadoes, Lightening, Hail, etc.
- Overcome with H₂S
- Bear Awareness
- Rattlesnake Bite
- Frostbite and Freezing
- Fire Prevention Plan
- Fatalities and Severe Injuries

Wellsite Geologists will designate workers and ensure that they are adequately instructed in firefighting procedures applicable to our work.

We are all not trained rescuers. It is always voluntary to take part in emergency rescue procedures. A rescue will only be performed when the safety of the rescuers is assured. If a worker is expected to be part of the "workplace response" to contain a fire or other emergency, then training and instruction is more detailed, and the limits for response is clearly defined taking into account available equipment and training.

Responsibilities

In the office, it is the supervisor's responsibility to become familiar with the Emergency Response Plan, making employees aware of the plan, holding drills and follow the procedures set forth in the Emergency Response Plan.

***The safety information in this program does not take precedence over any applicable legislation.*

In the field, it is the supervisor's responsibility to become familiar with the Clients Emergency Response Plan, making employees aware of the plan, participating in any drill and follow the procedures set forth in the Clients Emergency Response Plan.

Employees are required to;

- familiarize themselves with emergency response procedures,
- know the location of emergency response equipment,
- know their Muster Points (at the office and on Clients sites),
- immediately evacuate when required and take personal belongings (i.e., keys, coat, etc.) if readily available but must not put themselves or Emergency Responders at risk,
- follow the direction of Emergency Responders;
- participate in evacuation drills or emergency practice sessions.

Communication

It is essential that at least one person or vehicle on site be equipped with a cellular phone or radio to be used for communication with management, and also to enable personnel to call for assistance in the case of an emergency. Wellsite Geologists employees will be trained and respond to any alarm by evacuating.

During the initial pre-job and daily meetings workers are made aware of the potential emergencies. The level of emergency and qualifications of the worker determine what each person's role in an emergency is. Our workers have taken part in training including incipient firefighting, H₂S or unknown contaminant rescue (involving a SCBA), first aid, confined space rescue, etc. It will be determined at the pre-job meeting who is trained and how a rescue will be handled and supervised.

If a person is unqualified (not trained) or not wanting to assist in a rescue they will be told (prior to the commencement of work) that they must leave the site and call for assistance. If all workers are trained in rescue, one member will be in charge of summoning backup assistance.

How to Conduct a Drill

Drills will be conducted for all of our potential hazards. We will alternate the type of drills to include physical (evacuation/rescue) and situation drills. A schedule will be prepared so that all potential hazards have had the procedures tested.

Designate one or more people in your organization to coordinate your drill and have them follow the steps below:

***The safety information in this program does not take precedence over any applicable legislation.*

Before the Drill

Before any drill, make sure that your employees are aware that you will be having a drill, that they understand what will take place during the drill and that they know the procedure(s) to be followed. You can notify workers just prior to the drill or well in advance to add the element of surprise.

A check of the alarm system regularly will ensure it is operational in the event of a real emergency. Ensure workers know how to use the system. Often a call to the alarm provider will allow the alarm system to be used in a drill (without a false alarm occurring).

Instructions on emergencies should be discussed with workers during orientation and regularly after that.

All emergency equipment including spill clean-up equipment, fire extinguishers, first aid equipment, etc must be inspected and in good condition.

During the Drill

1. Announce the start of the drill by using a public address system or having designated workers alert staff. Have someone time the drill.
2. Employees should act as though it is a real emergency that is occurring. They should move as quickly as possible to the muster point or a safe place (such as inside room for a tornado). Be sure to use stairs to reach the lowest level of a building.
3. Once all employees have evacuated the workers should be counted to ensure all workers are where they are supposed to be.
4. The drill coordinator can announce that the emergency has passed and the drill is over. Employees can then return to work.

After the Drill

The drill coordinator should document any necessary changes in the evacuation procedure including muster point location, number of safe areas or muster points, functionality of alarm system and instructions, communication methods, method of knowing how many workers are present, etc.

All workers should be briefed on the drill either just after the drill or at the next safety meeting. Workers should give input on the success (or lack of) of the drill.

***The safety information in this program does not take precedence over any applicable legislation.*

Procedures

The following steps must be taken following any **accident**. The order in which they are done can only be determined by the people who witness or arrive at the scene of the accident, and the prevailing conditions.

- Don't Panic
- The person encountering the accident should make a quick evaluation of the scene before disturbing anything or taking further actions.
- Determine if there are any hazards in the area that could harm themselves, other workers or cause further loss.
- Take immediate action to make the area safe.
- Call for assistance.
- Treat injured persons as soon as it can be safely done. Only move the victim if there is an imminent danger, such as fire, electrical hazards, or atmospheric contamination.
- Do not make any unnecessary changes to the scene of the accident. Record any changes that are made for accident investigation.
- Secure the surrounding area until authorities arrive.

Wellsite Geologists provides emergency equipment including cell phone, first aid kits, fire extinguisher, and a field safety kit (including flares and bear spray). This equipment is located in all field vehicles; spare equipment is located in the storage room. The equipment for office is located in the kitchen and a shower is available for decontaminating, if needed.

When in the Wellsite Geologists office emergency facilities (hospitals, police, and fire services) are nearby and contacted by calling 911. All field projects begin with the determination of where emergency facilities are located and estimated time of response. A transportation plan is developed and communicated to all workers.

Employees involved in any emergency involving any injury or illness, or damage to vehicle or equipment are required to report the incident on our Accident/Incident Report Form.

Evacuation Procedures

An evacuation may be necessary in the event of a fire, earthquake, or chemical spill. The extent of evacuation may be different for different types of hazards. When an alarm is sounded all workers must leave the area and meet at the designated muster points. Prior to the onset of any job that is not at our facility safe areas must be chosen and shown to every worker and subcontractor on site. Accounting for all employees following an evacuation is critical. Confusion in the assembly areas can lead to delays in rescuing anyone trapped in the building, or unnecessary and

***The safety information in this program does not take precedence over any applicable legislation.*

dangerous search-and-rescue operations. To ensure the fastest, most accurate accounting of people, consider taking a head count after the evacuation.

It is always voluntary to take part in emergency rescue procedures. A rescue will only be performed when the safety of the rescuers is assured.

Training

During orientation and at regular meetings all workers are informed of the location muster (safe) areas and the safest routes to these areas.

Only workers who are competent and adequately trained in rescue will be permitted to perform rescues. Training for rescuers includes simulated rescue or evacuation exercises and regular retraining, appropriate to the type of rescue or evacuation being provided. At least one member of a rescue team must be a first aid attendant trained to immobilize an injured worker.

Personal Protective Equipment

A rescue worker must use and wear properly, the appropriate PPE specified in accordance with the training and instruction received. The use of PPE itself must not endanger the worker. Workers performing rescue or evacuation must wear personal protective clothing and equipment appropriate to the hazards likely to be encountered.

All Employees are responsible to maintain, clean, and inspect their own Personal Protective Equipment daily. Qualified workers must inspect ropes and associated equipment visually and physically after each use for rescue, evacuation, or training purposes. In addition, an Employee must not use any Personal Protective Equipment that is in a condition that makes it unable to perform the function for which it is designed.

If a defect is noticed the equipment must be immediately removed from service and replaced with equipment that is in acceptable condition. Personal protective Equipment maintenance records must be kept, including but not limited to:

- the name of manufacturer,
- the type of equipment,
- the date put into service,
- when and for what purpose the equipment has been used,
- the date of the last inspection and name of the inspecting person,
- any damage suffered, and
- the date and nature of any of maintenance.

***The safety information in this program does not take precedence over any applicable legislation.*

Communications

Effective communications must be maintained between the workers engaged in rescue or evacuation and support persons.

Once the requirement for an evacuation is imminent workers must:

- notify other workers, including the first aid attendant, of the nature and location of the emergency,
- evacuate workers safely,
- check and confirm the safe evacuation of all workers,
- notify the fire department or other emergency responders, and
- notify adjacent workplaces or residences which may be affected if the risk of exposure to a substance extends beyond the workplace. Notification of the public must be in conformity with the requirements of other jurisdictions, including provincial and municipal agencies.

Potential or Actual Violence

There is a possibility of violence from a landowner, fellow driver, Client, co-worker, or a third party. In case of any threatening situation or concern that a threatening situation is arising, leave the area. Report the situation to the office by phone. A decision will be made whether to report the incident to the police.

In case of a threat being made, leave the area at once and call 911 and report the incident. Also notify the office as soon as possible.

Lighting Failure

To work safely it is important to have the appropriate type and amount of light. Lights that are burnt out or flickering should be changed at the first available time.

Emergency lighting will be provided in places that are normally used during periods of darkness or that do not have an available source of natural light.

Work must only be performed when enough light is available. The work may need to be moved into an area that has more light, additional lighting brought in, or the work may be postponed until natural light can be utilized or additional lighting brought in.

Spill Clean Up and Re-Entry

If workers are required to control a release of a hazardous substance, to perform cleanup of a spill, or to carry out testing before re-entry, the following will be provided:

- adequate written safe work procedures,
- appropriate personal protective equipment which is readily available to workers and is adequately maintained, and

***The safety information in this program does not take precedence over any applicable legislation.*

- material or equipment necessary for the control and disposal of the hazardous substance.

Natural Disasters: Severe Storms, Tornadoes, Lightning, Hail, etc.

In the event of a severe storm warning within the surrounding area:

1. Disconnect electrical equipment and appliances not required for emergency use.
2. Do not use the telephone except for an emergency or absolutely essential business.
3. Store drinking water in clean containers.
4. Avoid structures with wide roof spans (eg. shop, gymnasiums, etc).
5. Tornado warnings:
 - a. Go to a basement if possible, or an interior hallway.
 - b. Upper floors are unsafe. If there is no time to descend, go to a closet, a small room with strong walls, or an inside upper hallway.
 - c. Do Not remain inside a vehicle. As a last resort, and if no ditch or ravine is nearby, crawl under the vehicle.
 - d. If in open country and time permits, locate suitable shelter. If not, lie in the nearest ditch or ravine. Be alert for flash floods.

Overcome with H₂S

If a worker is overcome with H₂S, you must not go and rescue him without protecting yourself first by donning a breathing apparatus:

1. **EVACUATE**
Get to a safe area immediately.
Move upwind if release is downwind of you.
Move crosswind if release is upwind of you.
Move to higher ground if possible.
2. **ALARM**
Call for help "Man Down", sound bell, horn, whistle or call for help by radio.
3. **ASSESS**
Do a head count. Consider other hazards.
4. **PROTECT**
Put on breathing apparatus before attempting rescue.
5. **RESCUE**
Remove victim to a safe area.
6. **REVIVE**

***The safety information in this program does not take precedence over any applicable legislation.*



Apply CPR if necessary.

7. MEDICAL AID

Arrange transport of casualty to medical aid. Provide information to Emergency Medical Services (EMS).

Bear Awareness

Bear Country

Many operations are moving into increasingly remote wilderness areas. This territory is prime bear habitat and the frequency of bear encounters is increasing dramatically. To avoid tragic results it is important to have a good understanding of bears and their behaviour.

Bears are wild animals with unpredictable behaviour patterns. All bears are potentially dangerous. When threatened or surprised they will defend themselves, their young and their territory. Bears are very strong, surprisingly agile and capable of inflicting serious injury in an attack.

In western Canadian wilderness areas there are both black and grizzly bear populations. Black bears adapt more readily to areas frequented by humans and are seen more often than grizzlies. The black bear is found in heavily wooded areas and dense brushland year-round. Grizzlies most often stay in the high country during the summer and early fall months, moving to the valley bottoms in late fall and spring. Although bears hibernate during the winter months, it is not uncommon to see a bear in mid-winter taking a short break from its den.

The normal diet of a bear will include roots, berries, grubs and other insects, and the occasional small mammal or fish when it's available. Bears will sometimes feed on carcasses of dead animals or take over kill from other predators. A keen sense of smell directs the bear to food sources, sometimes from great distances. Both species will venture into human environments if there is food readily available. The attached diagram provides descriptive characteristics of both species for identification purposes.

Safety Precautions

Practicing some basic precautions will aid immensely in avoiding encounters with bears. When you are working in a wilderness situation remember the following points:

1. **Work with a team, and be loud:** Whistle, talk, sing or carry a noisemaker such as a bell. Some crews carry compressed air horns about the size of a spray can and blow them at regular intervals to make their presence known. Most bears will leave the area if they are aware of your presence. Stay in

***The safety information in this program does not take precedence over any applicable legislation.*



open areas as much as possible and remain aware of what is happening around you. Do not wear headphones while listening to music - this will block out any warning noises, even the shouts of your companions.

2. **Observe the wind direction:** Be especially alert if you are traveling into the wind. The bear may not pick up your scent and be forewarned of your presence. If you are working in dense brush or near rushing water the bear may not hear your voices or a small noisemaker.
3. **Avoid dead animals and berry patches:** These are prime food sources for bears. Circling crows or ravens often indicates the presence of a carcass.
4. **Be observant and watch for bear signs:** Fresh tracks, droppings and new diggings are all signs that a bear is in the area. If you see fresh bear signs, leave the area!
5. **Leave your dog at home:** Dogs infuriate bears while posing no threat to them. Your pet may come running back to you for protection with an angry bear in hot pursuit!
6. **Never approach a bear,** especially a cub. The mother is usually close and will attack if she thinks her cub is in any danger.

When camping overnight in a wilderness area you should take the following additional precautions:

1. **Camp away from animal and walking trails and the sound of rushing water:** in the backcountry, camp near large sparsely branched trees that you can climb if necessary.
2. **Keep a clean campsite:** Nothing attracts bears like odours from food and garbage. Do not leave food, garbage, coolers, utensils or cooking equipment around your site. Lock food away in a vehicle or hang it between two trees at least four metres off the ground. Avoid smelly foods and, if you go fishing at the end of the day, do not leave cleanings anywhere near your campsite. Garbage should be packed in airtight bags and taken with you when you leave. Do not bury garbage or food scraps; a bear can easily locate these and dig them up. Burning garbage is also not recommended.
3. **Do not cook in or near your tent or trailer:** The food odours left over are a strong attractant to bears. Never eat in or on top of your sleeping bag, and it is best to sleep in different clothing than those worn while cooking. When moving around at night, use a flashlight. Many animals feed at night and the light will warn them of your presence.
4. **Avoid use of smelly cosmetics:** Bears may be attracted to smelly cosmetics such as perfume or soaps. There is also some indication that bears may be attracted to women during their menstrual period. One recommended precaution is the use of tampons, which should be disposed of in an airtight plastic bag.

***The safety information in this program does not take precedence over any applicable legislation.*

Bear Confrontations

Even though you follow all these precautions, you may still have an encounter with a bear. While there is no guaranteed method of dealing with a bear confrontation, some of the points that follow have proved useful:

1. **Leave the area:** if you see the bear from a distance take a wide detour or leave. If you cannot retreat, then wait for the bear to move from your path. Always leave the animal an escape route.
2. **Stay calm:** Acting in a calm and relaxed manner so as not to threaten the bear has proved most successful. Assess your situation and look for possible escape routes or safe trees.
3. **Move slowly:** Slowly back up, and speak to the bear in a soft monotone voice. Screaming or sudden movements may provoke an attack. Never throw anything at a bear and do not try to run away. Bears can run about the same speed as a racehorse and have very fast reflexes.
4. **Monitor the bear for aggressive behaviour:** The bear may snap its jaws and make a "woofing" sound. It may keep its head low and have its ears laid back. If the bear moves towards you consider this an aggressive act. Sometimes a bear will try to bluff its way out of a threatening situation by charging and then veering away at the last second. A bear that rears on its hind legs and waves its nose in the air is trying to identify you. Remain still and speak in low tones. If the bear does not display aggressive behaviour, continue talking to it and back away slowly. Remember - never run!
5. **Look for a tree to climb:** if the bear is behaving aggressively, back slowly towards the tree. Carefully remove your pack or jacket and set it on the ground to distract the bear. Climb as high into the tree as you can. Although adult grizzlies rarely climb trees a large one can easily reach over 4 metres. Stay in the tree until you are sure the bear has left the area, and then leave the area quickly. Be aware that black bears are good climbers and a tree might not afford an escape from them.

Bear Attacks

Most bear attacks occur when a bear is surprised - usually a mother with cubs or a bear protecting its food. There is no guaranteed life-saving method of surviving a bear attack; often things happen so fast that conscious thought is not possible. Each situation is unique. However, there are some general guidelines that have proven to be helpful in past attacks. There are some distinct differences in tactics, depending on the species of bear you are dealing with.

Grizzly Bear: playing dead and offering no resistance may be effective. Curl up in ball covering your face, neck and abdomen. Remain still until the bear leaves the area. This method requires a significant amount of courage but has resulted in successfully surviving an attack. Fighting back usually

***The safety information in this program does not take precedence over any applicable legislation.*



increases the intensity of the attack, although in rare cases it has caused the bear to leave.

Black Bear: playing dead does not work. Try to escape to a secure place or climb high into a tree. Remember a black bear may climb the tree after you. A last resort is to threaten the bear with any available object. This tactic has worked with some bears. Fighting back also resulted in black bears breaking off attacks.

Bear Repellents

Recently, a few commercially available bear repellents have appeared on the market. These use a compound called "cap-secum" as the active agent and come packaged in a compressed gas container about the size of a large spray can. Usually these hang from a holster on your belt and are employed by spraying the charge in the bears face, causing the bear great difficulty in breathing and seeing, allowing the victim time to escape.

Although they may sound promising, it should be noted that chemical bear repellents are experimental and by no means a proven technology. In reliability tests some brands failed to discharge almost 40% of the time. Interviews with several bear attack victims suggest that even if they had such a canister with them, they doubt whether they would have had time or presence of mind to use them.

Manufacturers claim ranges of up to 5 metres; however bear experts suggest that an 800-pound bear charging at full speed would close that distance in a half of a second. This, they say, probably means that even if the shot was successful your best scenario is still a very painful collision. The worst case, of course, is that this is an aggressive act towards the bear, and if you miss or are only partially successful, you will almost certainly provoke an attack. Bear experts are very concerned that people carrying these repellents will have a false sense of security and therefore actually increase their risk of a bear confrontation.

At best, repellents are a last resort. Used at very close range they may end a potentially fatal attack, but are not a substitute for taking the necessary precautions to avoid aggressive encounters with bears. Take care NEVER to spray into the wind, this will just blind you and allow the bear to take charge of the situation.

Bear Identification

Black Bear (*Ursus americanus Pallas*)

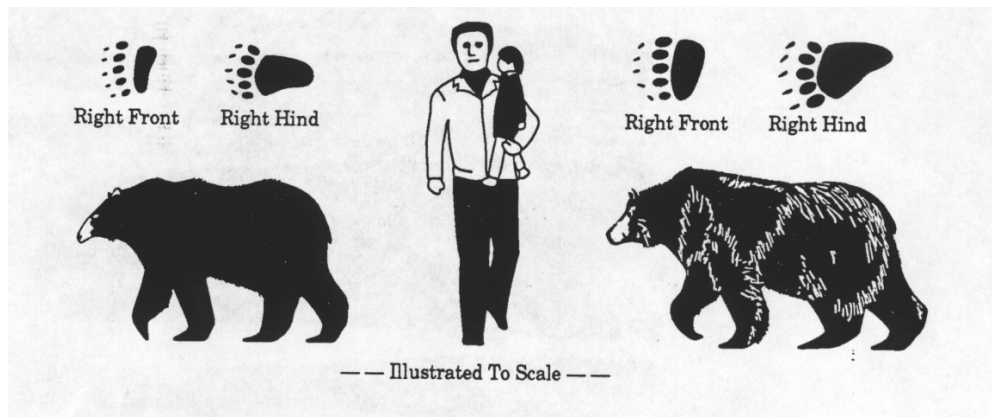
Colour	Varies from pure black to cinnamon or blond – most are black with brownish muzzle, often a white patch below throat or across chest.
--------	--

***The safety information in this program does not take precedence over any applicable legislation.*

Height	About 90cm at the shoulder.
Length	About 1.5m.
Weight	Ranges from 57kg to >270kg – females are generally smaller than males.
Distinguishing Characteristics	Smallest member of the North American bear family. Usually has a straight facial profile with long nostrils. Feet are flat soled with short curved claws. Smaller than a grizzly and has a higher shoulder-rump line. Agile climber.

Grizzly Bear (Ursus arctos horribilis Ord)

Colour	Varies from black to blond – frequently with white tipped fur giving a grizzled appearance.
Height	A little over 1m at the shoulder – reaches 1.8 to 2m when standing on hind legs.
Weight	Averages about 200kg with some weighing up to 450kg – females are generally smaller than males.
Distinguishing Characteristics	Prominent humps over the shoulder formed by the muscles of the massive forelegs. Sloping back line. Dished or concave face. Long curved claws. A small grizzly is often hard to distinguish from a large black bear.



***The safety information in this program does not take precedence over any applicable legislation.*

Rattlesnake Bite

In the event of an actual or probable bite from a rattlesnake, execute the following first aid measures without delay:

Snake: Make sure that the responsible snake or snakes have been appropriately and safely contained, and are out of danger of inflicting any additional bites.

Transportation: Immediately call for transportation. Meet the ambulance half way, only if driver has not been bitten.

Telephone: **911**

Victim: Keep the victim calm and reassured. Allow him or her to lie flat and avoid as much movement as possible. If possible, allow the bitten limb to rest at a level lower than the victim's heart. Move the victim into the vehicle if you cannot secure the area. Treat the victim as if they were in shock.

Identify the bite site, looking for fang marks.

Immediately wrap a large constricting band snugly about the bitten limb at a level just above the bite site, ie. between the bite site and the heart. The constricting band should be as tight as one might bind a sprained ankle, but not so tight as to constrict blood flow.

You should always seek help immediately after a snake bite. You should also back away from the snake quickly, for some people have been bitten multiple times because they failed to give the snake enough of the space it wants. Try to keep warm and calm. To help with the pain, you can use a compression bandage applied very lightly.

DO NOT remove the constricting band until the victim has reached the hospital and is receiving Anti-venom.

DO NOT cut or incise the bite site.

DO NOT apply ice to the bite site.

DO NOT attempt to suck out the venom with your mouth!!!

Sucking the venom will only cross the venom over to the saliva and rendering things worst for yourself or the person doing this procedure to the victim. Some of the symptoms are: swelling at the bite location, dizziness, nausea, numbness, difficulty in breathing, unconsciousness, and/or convulsions. If you're lucky, you'll

***The safety information in this program does not take precedence over any applicable legislation.*

have had a "dry" bite, which is when the snake bit you, but did not release any venom. As with any dangerous creatures, the best defence is to try to avoid the rattler all together.

Frostbite and Freezing

During the winter, work may be conducted in very cold temperatures. In these circumstances, one must be aware of any exposed body parts, as these are susceptible to exposure causing freezing of bare skin and/or frostbite.

The First Aid Treatment for frostbite is to gradually restore heat and blood flow to the affected area(s). Applying an external heat source should only be done by qualified medical personnel. The frozen part should not be thawed unless it can remain in a warm atmosphere. In most cases of serious frostbite, it is safest if the body part remains frozen during transportation. If the frozen limb is thawed and then refrozen again, there is only a minute chance that the limb can be saved.

Treatment of Superficial Frostbite

- Apply firm, steady pressure with a warm hand. Blow hot breath on the spot, or hold frostbitten fingers motionless in the armpits.
- Do not apply snow, cold water, or direct heat to the affected parts.
- Do not rub or chafe the affected parts.
- Provide the injured person with shelter and general warmth.

Treatment of Deep Frostbite

- The injured person must be removed immediately by stretcher, if possible, to a medical facility.
- The injured person should be kept dry and protected from the cold to prevent worsening of the injury.
- If an injured person is required to walk on a frostbitten limb, chances of successful treatment are increased if the limb has not been thawed.
- No attempt should be made to thaw a frozen part unless the injured person can remain in a warm atmosphere and early medical aid can be provided.

Fire Prevention Plan

A fire hazard area is one where any source of ignition may cause fire or explosion to occur. Signs are posted in conspicuous places at all entrances to fire hazard areas. The signs identify the area as a fire hazard area and prohibit the use of an open flame or other source of ignition in the area. For off-site locations, fire hazard areas should be identified and communicated to employees prior to commencing work activities. While in a fire hazard area workers cannot use any equipment, machinery, or tool of a type that may provide a source of ignition or smoke or use an open flame or other source of ignition.

***The safety information in this program does not take precedence over any applicable legislation.*

Prevention of fires is the best method to protect your workers from fire. The following guidelines must be adhered to:

- If the task requires your vehicle to enter a hazardous area ensure that it is equipped with a combustion air intake and exhaust discharge with a flame-arresting device.
- If an event, such as a gas leak or spill of a flammable product occurs all vehicles must be left parked, do not go back into your vehicle for any reason. Re-entering a vehicle may create a static charge that may cause an explosion.
- No smoking or open flames are allowed near areas where vapors may be present or on a well or plant site.
- Care must be taken when working around or with any flammable substance.

Any additional site-specific fire prevention methods will be written on the hazard inspection form. The fire plan must be updated to assess all of the hazards associated with the work being performed.

Use and Accessibility of Portable Fire Equipment

Portable Fire Equipment is located in accessible location in the shop, office, and on vehicles. Prior to the commencement of work any localized Portable Fire Equipment must be noted and checked to ensure it has been inspected within the last year. Many facilities have, in addition to the equipment supplied by Wellsite Geologists, sprinkler systems, hoses, additional Portable Fire Equipment, and alarm/shut down systems. All fire-fighting equipment must be maintained in accordance with the instructions of the manufacturer or the instructions of the authority having jurisdiction.

As soon as a fire is discovered:

- Sound the alarm and start to evacuate.
- Call the fire department.

These are important steps for everyone's safety, even if you feel the fire can be brought under control by using an extinguisher.

If you decide the fire is manageable...

- Test that the extinguisher works before you approach the fire.
- Protect yourself at all times.
- Take care. Speed is essential but it is more important to be cautious.
- Keep your back to the exit at all times and stand 2 to 2.4m (6 to 8 ft.) away from the fire.
- Follow the 4-step P-A-S-S procedure:
 1. Pull the pin (release the lock latch or press the punch lever).
 2. Aim the nozzle at the base of the fire.

***The safety information in this program does not take precedence over any applicable legislation.*

3. Squeeze or press the trigger.
4. Sweep the extinguisher from side to side.

If the fire does not go out immediately or the extinguisher appears to be getting empty, leave the area at once. Back out with the lever squeezed and the nozzle pointed at your feet. This will help protect you until you are out of the area.

Safe Handling and Storage of Flammable Substances

Wellsite Geologists ensures that flammable substances that are stored or used at a work area will not be of a sufficient quantity to produce an explosive atmosphere. The following safety issues are ensured:

- A flammable substance is not stored within 30 meters of an underground shaft.
- A flammable substance is not stored in the immediate vicinity of the air intake of a ventilation supply system, an internal combustion engine, or a fired heater or furnace.
- Flammable substances are stored only in containers approved by CSA, NFPA, or ULC Standards.
- Static electricity must be controlled while the contents are being transferred from one metallic or conductive container to another by grounding or bonding.
- Tank Trucks must always be grounded prior to loading any flammable or potentially flammable substance. A few seconds could save your life!

Fire Emergency Response Procedure

1. Remain calm!
2. Ensure all personnel are accounted for and out of danger.
3. If a minor fire, activate extinguishing facilities. DO NOT jeopardize personnel safety.
4. If a major fire, call nearest fire department or fire control team.
5. Take reasonable steps to minimize loss of equipment. Disconnect electrical equipment if it is on fire and only if it is safe to do so.
6. Do not break windows.
7. Do not open a hot door (before opening a door, touch it near the top. If it is hot or if smoke is visible, do not open).
8. Do not attempt to save possessions.
9. Meet in the muster area (on site specific Emergency Response Plan), if at a jobsite meet at the designated muster point.
10. Do not return to the affected area until told to by the fire department.
11. If a minor fire occurred, conduct an investigation and develop an incident report.

***The safety information in this program does not take precedence over any applicable legislation.*

Fatalities and Severe Injuries

FATALITY - You are **REQUIRED** to contact as soon as possible after calling for ambulance and securing the safety of all others:

- **Alberta:** the OH&S Director of Inspection of the time, place and nature of the injury or accident at 1-866-415-8690.
- **British Columbia:** Monday - Friday, 8:30 a.m. - 4:30 p.m. 1 888 621-SAFE (7233) After hours (Richmond) toll-free 1 866 WCB-HELP (922-4357)
- **Saskatchewan: WCB Telefile** 1-800-787-9288

If a fatality or severe injury (involving hospitalization) occurs all work must be stopped immediately. Important facts and evidence may be lost if work recommences prior to the completion of an investigation.

Site Specific Emergency Preparedness & Response Process (EPR)

When required, site-specific plans must be developed with the assistance of everyone involved. This plan is re-evaluated annually, along with the rest of this manual to keep the information current. If a significant piece of information has been omitted, it will be posted in the lunchroom until the manual has been updated. This emergency plan addresses emergency conditions, which may arise from within the workplace and from adjacent workplaces. The plan was developed and implemented in consultation with the joint committee or the worker health and safety representative, where one exists.

All workers and subcontractors must be initially briefed on the general emergency response plan that deals with how to handle most common emergencies that are possible to impact oil and gas workers including:

- H₂S exposure
- Weather related hazards including tornado, cold/hot conditions, lightning, hail, natural disasters
- Animal incidents (bears, rattlesnakes, etc)
- Chemical exposure
- Vehicle accident
- Liquid spills, etc

The hazard/risk assessment process at Wellsite Geologists includes the development of a site-specific emergency response and preparedness plan and addresses the risks posed by hazardous substances from accidental release, fire or other such emergency. All site-specific hazards and potential emergencies are listed (general emergencies are reviewed in orientation and general safety meetings) and discussed. This policy is addressing items that are less common and more specific to the location, Client, and type of project. The client knows their facility the best; they should always be involved in pointing out any facility specific

***The safety information in this program does not take precedence over any applicable legislation.*

potential emergencies. All plan results are discussed with all workers on site (including subcontractors) and reviewed as hazards change.

The emergency preparedness and response plan should be used for routine and non-routine emergencies as well as changes in operation, and products or services may create new emergency situations. These plans are reviewed prior to the commencement of any workday and when conditions warrant.

If the risk assessment shows a need for evacuation or rescue plan, appropriate written procedures must be developed and implemented. This is site specific and one trained-competent worker per shift must be assigned to coordinate their implementation.

All affected workers, visitors, and clients on site must participate in the hazard assessments and emergency preparedness and response process; this process is meant to identify all of the potential emergencies that could affect or be caused at the worksite. All Employees must report any unsafe or harmful conditions including a list of potentially harmful substances found during the inspections if they cannot be fixed immediately. If a hazard is noticed during the shift employees can report these hazards verbally to other Employees, but they must follow that verbal report with a written report once it is practical to do so. If the hazard is severe, work must be stopped and the hazards reassessed. Reports of hazards submitted to the Wellsite Geologists must always be written. All workers must understand the requirement to report when a situation may have the potential to become an emergency. Once discussed and assessed the plan is then reviewed with all employees and changed as requirements and processes change. Using the hazard assessment process and this site-specific emergency response plan we feel that more emergencies can be averted.

Media Relations

Any job has the potential to cause an impact that is substantial. If you are involved in an incident that brings the attention of the media do not divulge any of the details of the events. Wellsite Geologists will dispatch a person who is in upper management or a third party expert to deal with the media. We are not trying to cover anything up; we just want to ensure the information is released to the proper authorities and family members before it is on the news. Keep in mind that anything that has been said on camera may be used in court.

If the media should arrive before Wellsite Geologists senior management at the scene of the emergency, Wellsite Geologists contractors/employees are authorized to release the following statement:

***The safety information in this program does not take precedence over any applicable legislation.*

“We are currently dealing with the emergency situation to ensure the safety of personnel, property, the public and the environment. A more comprehensive statement will be released as soon as more factual information has been determined”

DO NOT SPECULATE ON THE CAUSE OF THE EMERGENCY OR PROVIDE THE MEDIA WITH ANY TYPE OF STATEMENT THAT IS “OFF THE RECORD”.

Before admitting the media onto Wellsite Geologists supervised property, the senior Wellsite Geologists representative must ensure that the area is absolutely safe and that admittance will not hamper emergency services or the investigation. The media will always be accompanied while on Wellsite Geologists supervised property.

Notification of Next Of Kin

Under no circumstances should the name of an accident victim or fatality be released without permission of the president of Wellsite Geologists and/or R.C.M.P. It is important that the employee’s next-of-kin be notified as soon as possible. The names, addresses and telephone numbers of next-of-kin are included in the employee/contractor’s personnel file.

Non-Fatal Injury

The next of kin should be notified in the following manner:

- If the injured person is capable, he/she should make the necessary telephone calls.
- If the injured person is not capable, a Wellsite Geologists supervisor or representative (with permission from a supervisor) should make the following statement.

“An accident has occurred at _____ and your (relationship), (full name) has been injured. He/she has been taken to (hospital) in _____ for treatment”

- The representative will have to exercise discretion when discussing the nature of the injury(s). They should be able to answer questions and make arrangements for necessary assistance. Transportation, baby-sitters or other assistance may be required by the next-of-kin.

Fatal Injury

This notification should only be made in person. The victim’s family clergy, doctor or friend should accompany the notifier. The R.C.M.P. will assist with

***The safety information in this program does not take precedence over any applicable legislation.*



the notification whenever possible and will ensure that the notification is complete.

Extreme discretion and tact is necessary. The next-of-kin will be in a state of shock and require support and assistance.

UNDER NO CIRCUMSTANCES IS THE NAME OF THE VICTIM TO BE RELEASED BEFORE THE NEXT-OF-KIN HAVE BEEN NOTIFIED.

Post Emergency Summary

In the event that any uncontrolled event (emergency) was to happen Wellsite Geologists is committed to understanding the root cause(s) of the incident and how the personnel on site including both workers and subcontractors handled the emergency. Any information gathered that might ensure a better response in the future will be shared with everyone involved.

It is often beneficial to ask everyone involved in emergency to seek medical attention or talk to his or her peers about the incident.

***The safety information in this program does not take precedence over any applicable legislation.*

Emergency Contact List
Wellsite Geologists

 800, 555-4th Ave SW
 Calgary, AB T2P 3E7

Phone: Office	403.234.7625
Dennis's Cell	403.660.9883

Emergency Contacts

Ambulance	911
Fire Department	911
Police	911

Alberta

Poison Centre	24 Hour Emergency	1-800-332-1414
Environmental Spills/Complaint	24 Hour Emergency	1-800-222-6514
Stars Emergency Link Centre	24 Hour Emergency	1-888-888-4567
Atco Electric	24 Hour Emergency	1-800-668-5506
Atco Gas	24 Hour Emergency	1-866-222-2068
OH&S (serious incident – fatality)	24 Hour Emergency	1-866-415-8690

British Columbia

BC Air Ambulance	24 Hour Emergency	1-800-561-8011
BC Ambulance	24 Hour Emergency	1-800-461-9911
Forest Fire Reporting	24 Hour Emergency	1-800-663-5555
Oil and Gas Commission		1-888-330-8822
Poison Control	24 Hour Emergency	1-800-567-8911
WCB – BC		1-866-922-4357
Environmental Spills/Complaint	24 Hour Emergency	1-800-663-3456

Saskatchewan

Poison Centre	24 Hour Emergency	1-306-655-1010
Environmental Spills/Complaint	24 Hour Emergency	1-800-667-7525
Stars Emergency Link Centre	24 Hour Emergency	1-888-888-4567
OHS Inspector		1-800-567-7233

***The safety information in this program does not take precedence over any applicable legislation.*