

ENSURE ALL EMPLOYEES AND SUB-CONTRACTORS WORKING FOR AVALANCHE ACID REVIEW THIS NEWSLETTER.  
IT IS A KEY PART OF OUR SAFETY PROGRAM



OCTOBER 2018 VOL.10

## MONTHLY HEALTH & SAFETY NEWSLETTER

### SAFETY TOPICS

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### SAFETY SUGGESTIONS/CONCERNS

If there is a topic or item that you would like either reviewed in a monthly newsletter or discussed at the quarterly safety meetings; please fill out suggestions and concerns form and please drop a note in the Safety Basket and we will do our best to accommodate your safety requests.

## DRIVING DURING WILDLIFE MATING SEASON

With one thing on their mind during mating season, wildlife will randomly cross roads and highways resulting in accidents (damage to vehicles, personal injury or even death).

Vehicle and wildlife collisions have been on the rise across Canada, especially during the mating season. Since 1991, accident levels involving wildlife have doubled in Alberta. Every year in BC, not only is there a loss of wildlife, at least 4 people are killed and 380 people injured due to wildlife collisions.



While there are ways the provinces are participating to reduce vehicle and animal collisions, as a driver you will want to ensure to take extra precautions to avoid animals:

1. Watch for wildlife warning road signs. Reduce your speeds in these areas. The signs are there because this is a regular crossing for wildlife.
2. Be extra vigilant when it is dawn (5am-7am) and dusk (5pm-11pm). Wildlife tend to be more active at these times as well it is more difficult to see because light levels are low.
3. Reduce your speeds and stay alert. Slow down if you see any wildlife and pass by them carefully.
4. If an animal does not move out of the way, stay in control and break firmly. Do not swerve suddenly- this could cause your vehicle to veer out of control.
5. Drive defensively – be aware of your surroundings, look for signs of wildlife (e.g., lights reflecting off animal's eyes and movement on or alongside of the road).
6. Animals typically travel in groups, so if there is one, there are likely more around.

Proud Members Of



# MANAGEMENTS COMMITMENT

Get ready for the winter weather Avalanche Acid Employees!!! It is getting cold and little white stuff has started to appear on the ground – much to our dismay. This creates wet, sloppy conditions and all personnel have to be aware of the ever-changing ground conditions and roads. Take your time, drive slow and defensively and be aware of other drivers out on the road! Ensure you are prepared for overnight stays in the case of bad weather and your truck is equipped with all the equipment required for the cold.

This year has brought many changes that include new/revised legislation and the legalization of marijuana. Avalanche Acid Hauling will be making some huge improvements to the HSE program and all employees will be informed of the changes along the way. We appreciate any feedback, knowledge or suggestions going forward on the new or revised policies that will be taking place in the next few months.

This month, Avalanche Acid Hauling wants to focus on being fit for duty and the legalization of marijuana. Although, a comprehensive drug and alcohol policy was already in place, some new information has been added:

- Cannabis Act Policy – stating the legalities and drug testing when it comes to marijuana and medical marijuana
- A table of all drugs that will be tested for and their concentrations
- A more in detail list of workers, supervisor and management responsibilities when it comes to drugs and alcohol
- Definitions for more clarity
- Loss of License/Impaired Driving Charge/Suspension

What every employee needs to take from this Policy is **NOTHING** changes going forward when it comes to the legalization of marijuana. The company has **ZERO TOLERANCE** when it comes to drugs and alcohol and ALL employees must report fit for duty when on call or at work. Testing will still be the same as well, and if non-negatives are identified through the testing process, it will be sent to the lab to determine appropriate levels. Employees that exceed the confirmation levels based on the drug(s) that came back non-negative on the POCT Tests, will be reviewed by our medical review officer and if deemed as non-medical or non-prescribed, will be confirmed as positive and appropriate action will be taken.

Also a reminder that all employees are **REQUIRED** to report to their supervisor for any prescription that they may be taking to ensure you are fit for duty. Confidentiality will be adhered to for each employee when they speak to their supervisor and they do not need to know what the prescription is for, just what the prescription is. This way proper medical/physician follow up will be done to ensure the safety of the employee and their peers.

# ALCOHOL & DRUG POLICY

Avalanche Acid Hauling Ltd. insists that all employees assist in maintaining a safe and healthy work environment, free from the effects and dangers of substance abuse. Avalanche Acid Hauling Ltd. concerns are focused on the prevention and elimination of injuries and all other incidents resulting from substance abuse.

The sources, or causes, of substance abuse originate from a number of substances:

- Alcohol
- Illicit drugs
- Prescription medications, and/or
- Over-the-counter medications

Avalanche Acid Hauling Ltd. has implemented the Alcohol and Drug Abuse Policy, which is directed at protecting the health and safety of employees, co-workers, and the general public as well as the working environment. This policy combines drug and alcohol testing with education, training, and access to assistance.

## **FIT FOR DUTY**

Everyone is expected to report to work "Fit for Duty" and remain fit throughout their work day. If a worker is requested to perform duties outside of their regularly scheduled hours and has recently used alcohol or drugs, the individual is expected to inform Avalanche Acid Hauling Ltd. management and request another co-worker be assigned to do the work.

Avalanche Acid Hauling Ltd. reserves the right to have an employee's duties and/or have the employee removed from the worksite if the employee's actions or behaviours are creating a position where they may be placing harm on themselves or others.

## **ALCOHOL & DRUG TESTING**

Avalanche Acid Hauling Ltd. will ensure that all employees have a workplace that is free of alcohol and/or drug abuse. With safety being the main concern—pre-employment of alcohol and/or drugs is required.

Off the job and on the job involvements with alcohol or drugs can have adverse effects upon the workplace, the integrity of our work product, the safety of other employees, the well-being of our employee's families, and the ability to accomplish the goal of an alcohol and drug free work environment. As such, Avalanche Acid Hauling Ltd. wants to impress upon all employees that it has zero tolerance for employees who arrive at work under the influence of alcohol or drugs, and/or whose ability to work is impaired in any way by reason of the consumption of alcohol or drugs, or who consume alcohol or drugs on company property. If the suspect violator refuses the testing, there must be a written statement for the reason of refusal by the violator and it will be determined if the disciplinary action is warranted.

Avalanche Acid Hauling Ltd. strictly prohibits the use of, unlawful manufacture of, sale, purchase, offer to purchase or sell, transfer, distribution, consumption, or possession of drug or alcohol on company property. Employees must not report to work on the worksite if concentrations of alcohol or drugs exceed the cut off limits specified in this policy. To this end, we reserve the right to conduct searches for drugs or alcohol, including, but not limited to, searches of lockers, filing cabinets, desks, packages, etc. which are on Avalanche Acid Hauling Ltd. property or in a company facility and notify police. Any drugs or alcohol found as a result of such a search will be confiscated and the occupant or user of the object searched will be subject to disciplinary action, up to and including termination of employment upon management's discretion.

# ALCOHOL & DRUG POLICY

## WORK STANDARDS

The following are prohibited while on company business or company premises:

- the use, possession, cultivation, manufacture, storage, distribution, offering or sale of alcohol, illicit drugs or drug paraphernalia
- the possession, storage or use of prescription medications prescribed for another individual or the possession, storage or use of prescription medications without being able to produce a legally, medically obtained prescription
- the distribution, offering or sale of medications
- the consumption of alcohol or illicit drugs or the consumption of any product containing alcohol while on duty during meals or breaks unless otherwise permitted
- reporting for work or be at work under the influence of alcohol or drugs that may or will affect their ability to work safely – fit for duty
- testing positive for any alcohol or drug at concentrations as specified in the Test Results Threshold Standard
- misusing prescription or non-prescription drugs while at work
  - If a worker is taking a prescription or non-prescription drug for which there is a potential unsafe side effect, he or she has an obligation to report it to their supervisor

## EMPLOYEE / CONTRACTOR REQUIREMENTS

Employees and contractors will perform their job safely and responsibly, and in all ways consistent with established company practices.

In addition, all employees and contractors will:

- report fit for duty for all scheduled or unscheduled duty and remain fit for duty while on company business and/or company premises
- use medications responsibly and seek appropriate guidance regarding medications that may impact safe work performance
  - medications of concern are those that inhibit or may inhibit an employee's and/or contractor's ability to perform their job safely
- when designated "on call", employees and/or contractors must remain fit for duty to respond to a call and be in compliance with this policy and supporting standards
  - if an employee and/or contractor is under the influence of alcohol or drugs and is contacted by the company to perform unscheduled services, the employee and/or contractor must decline the work request without any adverse consequences to the employee and/or contractor
- read, understand and abide by this policy and supporting standards, as well as their responsibilities under it
- seek advice and follow appropriate treatment if they have a current or emerging problem, and follow recommended monitoring programs after attending treatment
- cooperate with any work modification related to safety concerns
- notify their supervisor if they believe a co-worker, a contract worker or visitor is not fit for duty on the job
  - they are not fit for duty and may be under the influence of alcohol or drugs, or may otherwise be in violation of this policy and supporting standards
  - it must be documented for appropriate follow-up actions
- refrain from the use of alcohol or drugs (other than medications used in accordance with the Medication Standard) after being involved in or observing an accident until the earlier of:
  - the employee and/or contractor has been tested, or
  - the employee and/or contractor has been advised by management that they will not be tested, or
  - 32 hours have elapsed since the incident
- report for testing and participate in testing as required and promote the integrity of the testing process without tampering, adulterating or interfering with testing
  - masking agents, diluting

cooperate as required with an investigation into a violation of this policy or supporting standards, including any request to participate in the testing program as and when required to do so under this policy

# ALCOHOL & DRUG POLICY

## COMPANY RESPONSIBILITIES

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Management is responsible for:

- ongoing leadership and supervision to ensure safe operations and effectiveness of the alcohol and drug program
- determining and providing appropriate levels of training for employees and/or contractors on recognition of impairment and response procedures
- Supervisors will be provided training on recognition of impairment and appropriate response procedures
- guiding employees and/or contractors who voluntarily seek assistance for a personal problem to appropriate resources (AADAC and other local resources) while maintaining confidentiality in accordance with this policy
- making arrangements for a medical assessment if, in the course of any performance-related discussion, and employee and/or contractor states they have a problem with alcohol or drugs
- taking appropriate steps to investigate any possible violation of the requirements set out in this policy and support standards
- implementing the requirements of this policy and the supporting standards
- ensure alcohol testing complies with recognized industry standards and communicate with all employees
- Alcohol testing complies with recognized industry standards (Enform Alcohol and Drug Policy Model and/or the COAA Model for Providing a Safe Workplace)
- Drug testing includes both screening and confirmation tests consistent with recognized industry standards (COAA Model for Providing a Safe Workplace)

## WORKERS MUST:

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- have an understanding of the alcohol and drug work rule
- take responsibility to ensure their own safety and the safety of others
- ensure they comply with the work standards as part of their obligation to perform work activities in a safe manner
- comply with the work rule and follow appropriate treatment if deemed necessary
- use medications responsibly, be aware of potential side effects and notify their supervisor of any potential unsafe side effects where applicable
- encourage their peers or co-workers to seek help when there is a potential breach or breach of policy

## SUPERVISORS MUST:

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- be knowledgeable about the company's alcohol and drug work rule and procedures
- ensure they comply with the work standards as part of their responsibility to perform their work-related activities in an effective and safe manner
- be knowledgeable about the use of alcohol and drugs and be able to recognize the symptoms of the use of alcohol and drugs
- take action on performance deviations
- take action on reported or suspected alcohol or drug use by workers

## DEFINITIONS

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**Affiliates** shall mean a corporation or partnership that is affiliated with Avalanche Acid Hauling Ltd

**Alcohol** refers to beer, wine and distilled spirits and includes the intoxicating agents found in medicines or other products

**BAC** means blood alcohol concentration

**Company or Avalanche Acid Hauling Ltd** means Avalanche Acid Hauling Ltd or its Affiliates

**Company Business** refers to all business activities undertaken by employees and/or contractors in the course of Avalanche Acid Hauling Ltd's operations regardless of where the activities are conducted



# ALCOHOL & DRUG POLICY

**Company Premises** includes but is not restricted to all land, aerodromes, facilities, operations, equipment and worksites used for the purpose of performing Company Business. Worksites include any work location to which employees and/or contractors have been assigned including any offsite work location

**Drug** means any substance, including illicit Drugs and Medications, the use of which has the potential to change or adversely affect the way a person thinks, feels or acts

**Drug Paraphernalia** means any equipment, product or material intended or designed for use in manufacturing, compounding, converting, concealing, processing, preparing or introducing an illicit Drug or Alcohol into the human body. This also refers to any product or device that may be used to attempt to mask, tamper with or adulterate an Alcohol or Drug testing sample

**Employee(s) in this policy shall** mean all regular full time, part time, temporary, casual and seasonal employees on the Company payroll and, subject to the terms of any applicable agreement, co-op students. As well it refers to any contractor or sub-contractor working on behalf of Avalanche Acid Hauling Ltd.

**Employee Assistance** means offering the names and phone numbers of local professional organizations that can help with the employee's and/or contractor's requirements

**Equipment** includes all vehicles, machinery, equipment and aircraft which are owned, leased or otherwise controlled by Avalanche Acid Hauling Ltd. This also includes company provided transportation

**Failure to Test** includes the failure to report directly for a test, refusal to submit to a test, or refusal to agree to disclosure of a test result to Avalanche Acid Hauling Ltd management or program coordinator. A failure to test will also include inability to provide sufficient quantities of breath or urine fluid to be tested without a valid medical explanation acceptable to Avalanche Acid Hauling Ltd management or program coordinator.

**Fitness for Duty or Fit for Duty** means the ability to safely and acceptably perform assigned duties without any limitations due to the use or after-effects of alcohol or drugs

**Illicit Drugs** means any controlled substance or drug, illegal to possess, cultivate or traffic pursuant to the Controlled Drugs and Substances Act, the Criminal Code of Canada, or any other applicable legislation or regulation. For greater certainty, illicit drugs does not include a medication

**Medical Review Officer** means a properly qualified independent physician who validates alcohol and drug test results

**Medication** means a drug obtained:

- over the counter
- by the employee and/or contractor through a doctor's prescription, or
- through a Health Canada authorization

**Policy or Alcohol and Drug Policy** means this Alcohol and Drug policy

**Program** means this policy, supporting standards and any additional site specific standards

**Program Coordinator** means the company Safety Coordinator

**Safety –Sensitive Position** means a position in which employees and/or contractors have a key or direct role in an operation where if actions or decisions are not carried out properly could result in:

- a serious incident affecting the health or safety of employees, contractors, sub-contractors, customers, the public, the environment, or
- an inappropriate response or failure to respond to an emergency or operational situation

Employees and/or contractors who are required to temporarily relieve in a safety-sensitive position and supervisors of the safety-sensitive position and who may perform the same duties or exercise the same responsibilities are deemed to hold safety-sensitive positions

**Supervisor** means an employee and/or contractor accountable for a particular work area or shift of employees; including managers, directors and others in supervisory positions that are directly responsible for the performance of others

**Substance Abuse Assessment** means an assessment conducted by a substance abuse professional to determine whether an employee has a substance dependence disorder

**Substance Abuse Professional** means an individual with knowledge of and clinical experience in the diagnosis and treatment of alcohol and drug related issues

**Supporting Standards** means those standards adopted in furtherance of this policy including, without limitation, those standards included within this policy and otherwise as may be adopted or amended from time to time

## ALCOHOL & DRUG POLICY

### THE CANNABIS ACT

Avalanche Acid Hauling Ltd has a duty to provide a safe workplace and is responsible for the safety of all employees. Avalanche Acid Hauling Ltd has the right to enforce ZERO tolerance against intoxication or impairment in the workplace and includes alcohol and illicit drugs (recreational marijuana). Recreational marijuana at work will be treated like any other controlled substance, such as alcohol and will not be tolerated. Grounds for termination or disciplinary will be used against any employee that contravenes this policy.

Health Canada states using cannabis or any cannabis product can impair your concentration, your ability to think and make decisions, and your reaction time and coordination. This can affect your motor skills, including your ability to drive. It can also increase anxiety and cause panic attacks, and in some cases cause paranoia and hallucinations in which can last as long as 24 hours. Some signs of symptoms of marijuana impairment include:

- dizziness, drowsiness, feeling faint or lightheaded, fatigue, headache
- impaired memory and disturbances in attention, concentration and ability to think and make decisions
- disorientation, confusion, feeling drunk, feeling abnormal or having abnormal thoughts, feeling “too high”, feelings of unreality, feeling an extreme slowing of time
- suspiciousness, nervousness, episodes of anxiety resembling a panic attack, paranoia (loss of contact with reality), hallucinations (seeing or hearing things that do not exist)
- impairment of motor skills, and perception, altered bodily perceptions, loss of full control of bodily movements, falls
- dry mouth, throat irritation, coughing
- worsening of seizures
- hypersensitivity (worsening of dermatitis or hives)
- higher or lower blood levels of certain medications
- nausea, vomiting
- fast heartbeat

In the case of medical marijuana prescribed to an employee, they must notify management immediately of the medication and have a physician perform a medical assessment in regards to the medication. Once received, management will review the assessment and accommodate the employee which may include:

- Modified similar position
- Create a new position that is reasonable and feasible for the employer
- Decrease of wage due to modified job rules
- Review prescription and at the request of the physician determine if there is a medication that will limit the impairment (example: using CBD instead of THC)

Avalanche Acid Hauling Ltd will provide workplace accommodation, to the point of undue hardship. If an employee's regular job cannot be modified or adjusted, the company reserves the right to terminate the affected employee with ensuring all human rights and labour code is being adhered to due to undue hardship to the company. Avalanche Acid Hauling Ltd will exhaust every ability to accommodate to ensure employees are not being discriminated.

All employees will adhere to this policy and will perform drug and alcohol tests at the request of the employer that is described in this policy under 'Types of Testing'. If employees received a non-negative POCT test, it will be sent to the laboratory for further analysis and reviewed by the medical review officer. All confirmed negative tests must be under the confirmation cut off levels as described in Table 1 of this policy. If any laboratory tests exceed the confirmation cut off levels as described in Table 1 – this will be considered a positive test and proper procedures will be followed that is described in this policy

# ALCOHOL & DRUG POLICY

### TYPES OF TESTING

This standard applies to Avalanche Acid Hauling Ltd. employees and/or contractors. In addition to the obligations set out in this standard, all employees and/or contractors must comply with any additional site specific requirements. All drug and alcohol tests will follow this standard and include POCT tests that meet table 1 of this policy.

Employees are subject to the following types of alcohol and drug testing:

- pre-employment – to be done prior to the employee starting work
- post incident
- reasonable cause
- return to duty – post violation
- return to duty – post treatment
- employees in safety-sensitive positions
- at the request of the prime contractor on a site-specific basis (pre-access)

### Pre Employment

All new hire candidates will be required to comply with a drug and alcohol test from a certified laboratory

- a negative test result will be required for the new hire candidate to be offered employment within the Avalanche Acid Hauling Ltd organization

A positive test result will result in the new hire candidate not being offered employment and the test results will be kept under confidential file, with the candidate's application information for future reference purposes

Former employees who are re-hired within three (3) months of a previous negative drug test will not require re-testing unless specified by management

### Post Incident

Alcohol and drug testing may be required after a serious or potentially serious work-related incident or near miss as part of a full investigation into the circumstances. The decision to refer an employee for a test will be made by the investigation team after appropriate consultation and the reasons for testing will be documented as soon as possible after action has taken place.

A serious incident would be one that resulted in:

- a fatality
- a serious personal injury to a worker (medical treatment or worse), a member of the public or other individual
- an incident with a potential for serious injury to a worker (medical treatment or worse), a member of the public or any other individual
- an environmental incident or a potential environmental incident with significant consequences
- a significant or a potential significant loss or damage to property or equipment, or
- a significant or a potential significant loss of company revenues or the payment of damages

In addition to the incidents listed above, at their discretion and as part of a complete investigation, management may require a post-incident test after any other serious work incident or an incident without loss considered to have had potential for more serious consequences.

Testing will also be required as part of an investigation into a less serious incident if, as a result of the preliminary review, it is reasonably believed that alcohol or drug use may have been a factor

## ALCOHOL & DRUG POLICY

### Reporting of an Incident

- all incidents must be reported to the employee's and/or contractor's supervisor immediately
- failure to report an incident is a violation of Avalanche Acid Hauling Ltd.'S Company Safety Policy
- employees shall participate fully in any subsequent investigation as requested

The following applies to post-incident testing:

- the decision to test an employee and/or contractor must be made as soon as possible after the incident
- arrangements for testing should be made as soon as possible unless this is impossible because medical attention is required
- the need for a test must be documented as part of the preliminary investigation as soon as practical after the incident
- a test will be necessary if there is no credible explanation for the incident or near miss or potentially dangerous situation
- employees and/or contractors referred for a test will only be those who are identified, with reasonable cause, as having been directly involved in the chain of acts or omissions leading up to the event
- employees and/or contractors who are to be tested must, in compliance with the Drug and Alcohol Policy, refrain from using alcohol or drugs (other than medications used in accordance with the medication standard)
- after being involved in or observing an incident until the earlier of
- the employee and/or sub-contractor has been tested, or
- the employee and/or sub-contractor has been advised by Avalanche Acid Hauling Ltd. that they will not be tested, or
- 32 hours have elapsed since the incident and
- employees and/or contractors tested in this circumstance will be removed from duty until the investigation is complete

### Reasonable Cause

Avalanche Acid Hauling Ltd. management may require a test whenever there is reason to believe that the actions, appearance or conduct of an employee and/or contractor indicate the use of alcohol or drugs or under impairment. The reasons for testing will be documented on the Fit for Duty Observation Checklist as soon as practical after the action has taken place. The referral for a test will be based on specific information or observations resulting from, but not limited to indicators such as:

- observed use or evidence of use of a substance (e.g., smell of alcohol or drug)
- erratic, disruptive or atypical behaviour or change in behaviour of the employee and/or contractor
- illogical responses to questions or instructions
- changes in the physical appearance or speech patterns of the employee and/or contractor
- the presence of alcohol, drugs or drug paraphernalia in the vicinity of the employee and/or contractor or the company premises where the employee and/or contractor was present
- any other observations that suggest alcohol or drug use may be a factor (e.g., sleeping on the job)
- employees and/or contractors tested in this circumstance will be removed from duty until the investigation is complete

### Return to Duty – Post Violation

- In those situations where employment is continued after a policy or standard violation, employees and/or contractors will be required to pass a return-to-duty test and may be subject to unannounced follow-up testing as a condition of continued employment as set out in the agreement with management

### Return to Duty – Post Treatment

- In those situations where employment is continued after treatment has been completed, employees and/or contractors will be required to pass a return-to-duty test and may be subject to unannounced follow-up testing as a condition of continued employment as set out in the agreement with management



# ALCOHOL & DRUG POLICY

### **Safety-Sensitive Positions**

Because of the greater risk involved in performing certain functions, some positions may be designated as safety-sensitive positions. Employees performing safety sensitive tasks and/or working at a site that requires pre-access testing will be tested for drugs and alcohol. Employees and/or contractors holding such positions may be subject to additional requirements.

*Safety – Sensitive Position* means a position in which employees and/or contractors have a key or direct role in an operation where if actions or decisions are not carried out properly could result in:

- a serious incident affecting the health or safety of employees, contractors, sub-contractors, customers, the public, the environment, or
- an inappropriate response or failure to respond to an emergency or operational situation

### **Categories of Contract Work**

#### - Safety-Sensitive Work

The following are employees and contractors that management has named Safety-Sensitive positions and are subject to Drug and Alcohol Testing:

- NSC Drivers / Operators
- Field Supervisors
- Branch Managers
- Shop Manager / Shop Assistant

#### - Non-Sensitive Work

The following are employees and contractors that management has named Non-Sensitive positions:

- President, CFO, General Manager
- Sales
- Safety Coordinator / Administration

### **Timeframe for Testing for Reasonable Cause and Post-Incident**

In a reasonable cause and post-incident testing situation, specimens for testing will be collected as soon as possible after the decision to test is made

- for alcohol testing, attempts to collect specimens will cease no later than 8 hours after the triggering event
- for drug testing, attempts to collect specimens will cease no later than 32 hours after the triggering event

### **Search and Seizure**

Where there are reasonable and probable grounds that an employee is not in compliance with the Alcohol and Drug Policy, Avalanche Acid Hauling Ltd. management or the prime contractor may, at any time, conduct searches and inspections of employees or sub-contractor employees. This includes lockers, lunch-boxes, work areas, vehicles and other personal property and effects.

The employee will be notified as to the occurrence and reason for the search. Avalanche Acid Hauling Ltd. management and the prime contractor may request the assistance of the police and retain the right to seize any and all contraband found during such a search or inspection.

### **Loss of License / Impaired Driving Charge / Suspension**

If an employee and/or contractor has been charged with an impaired driving-related offense or has received an administrative temporary license suspension as a result of impaired driving, then prior to operating any equipment, an employee and/or contractor must advise their supervisor accordingly.

Impaired driving includes, but is not restricted to, testing over the legal BAC in that jurisdiction, driving while impaired, refusal to blow into a breath analyzer or refusal to provide a sample for testing. This may result in not being able to operate equipment until the suspension is complete and the employee and/or contractor has no further restrictions on their driver's license. This may lead to suspension for a period of time due to not being able to perform tasks from not having the appropriate license. Management will do their best to accommodate employees in this case and will follow all appropriate steps if assistance is required.

The employee and/or contractor will have to supply their supervisor with a copy of their current driver's abstract for review after such violations and prior to reinstatement of any equipment operation.

# ALCOHOL & DRUG POLICY

## Cut-off Levels for Alcohol Testing

- a positive alcohol test result is at or above .04 BAC
- if an employee is subject to an unannounced testing program on return to duty after an alcohol and drug policy violation or treatment, a positive test result is .02 BAC or more
- subject to statement above, an employee who holds a safety-sensitive position or specified position and has an alcohol test result of .02 to .039 BAC will be removed from duty until considered safe to return by their supervisor

## Laboratory Analysis

All laboratory testing will be conducted by a fully qualified and accredited laboratory

A laboratory confirmed non-negative drug test remains non-negative until confirmed by the medical review officer as deemed positive

A laboratory confirmed positive drug test is one in which the amount of drug or drug metabolite in the specimen identified by the confirmation test is at or exceeds the established cut-off levels for the program which are outlined in the chart below. The below cut-off levels and panel of drugs may be amended as necessary from time to time. The levels set out below represent levels at or above which the specimen will be reported as positive by the laboratory to the medical review officer for further assessment

**Table 1 Urine drug concentration limits**

Drugs or classes of drugs	Screening concentration equal to or in excess of ng/mL	Confirmation concentration equal to or in excess of ng/mL
Marijuana metabolite	50	15
Cocaine metabolite	150	100
Opioids		
- Codeine	2000	2000
- Morphine	2000	2000
- Hydrocodone	300	100
- Hydromorphone	300	100
- Oxycodone	100	100
- Oxymorphone	100	100
6-Acetylmorphine	10	10
Phencyclidine	25	25
Amphetamines	500	—
- Amphetamine	—	250
- Methamphetamine	—	250
- MDMA <sup>1</sup>	500	250
- MDA <sup>2</sup>	—	250

Source: U.S. Department of Transportation, Rule 49 CFR Part 40, January 1, 2018.

## ALCOHOL & DRUG POLICY

### MEDICATION STANDARD

Employees who require the use of a medication which may result in their not being fit for duty shall:

- investigate where appropriate (through their medical professional) whether the medication can negatively impact their ability to safely and acceptably perform assigned duties
- advise management in all cases where the medication could impact their ability to perform their duties safely
- act responsibly and use a safe alternative medication when available (e.g., non-drowsy)
- ensure all prescription and non-prescription medications are kept in the original container, clearly labeled with the medication name, dose and employee name for prescription medication other than pursuant to an exemption in writing issued by management

When management, a medical professional, substance abuse professional or other counselling professional advises that a medication, or the underlying condition that the medication is being used for, has potential to cause a safety risk in the workplace, the employee will be referred for a health assessment. The assessment may result in a medical clearance, work modification or absence from work.

Avalanche Acid Hauling Ltd. reserves the right to confirm the nature and duration of any required work modification with the treating physician.

The following are prohibited while on company business:

- the intentional misuse of medications both prescription and non-prescription (e.g., not using the medication as it has been proscribed or directed by the treating physician, combining medication and alcohol use against direction), or
- using medication that could impact the employee's safe work performance without investigating the potential safety impacts and implementing appropriate work restrictions when applicable, as required by this standard

The following are examples of medications which may impact the safe performance of job duties. They are provided only as a guideline to employees in assessing their own situation. The list is not exhaustive; there are numerous other medications and substances which may impact negatively on safe work performance.

- antihistamines/decongestants (e.g., Allegra, Benadryl) – used to alleviate symptoms related to allergies, colds and flu. Potential side effects may include drowsiness
- cold tablets/cough mixtures (e.g., Sinutab, Contact, Triaminic, Tussionex and preparations containing dextromethorphan (DM) or codeine) – potential side effects, in particular with night time remedies, may include drowsiness
- motion sickness drugs (e.g., Gravol, Dramamine) – used to prevent and treat motion sickness and nausea. Potential side effects may include drowsiness
- sedatives / antidepressants / anti-anxiety medications (e.g. Imovane Paxil, Ativan) – used to treat sleep disorders, depression, and anxiety. Potential side effects may include mild to severe sedation, hypnotic state, dizziness, or impaired judgment and motor skills
- narcotic analgesics (e.g., Demerol, Codeine, OxyContin, Percocet) – often found in combination medications such as 222s or 292s or Tylenol 1, 2, 3s. Potential side effects may include sedation, dizziness, light-headedness and impaired judgment / motor skills
- stimulants (amphetamines, Ritalin) – used for central nervous system stimulation and can produce sensations of well-being which may have an adverse effect on judgment, mood and behaviour. Potential side effects may include increased heart rate, nausea and vomiting, anxiety and insomnia
- anabolic steroids – Potential side effects include aggressive behavior
- anticonvulsants (e.g., Dilantin) – used to prevent seizures typical of epilepsy. Potential side effects may include drowsiness, dizziness and decreased alertness
- muscle relaxants (e.g., Flexeril, Robaxial) – used to treat muscle spasm and pain resulting from injury or neuromuscular disease. Potential side effects may include sedation, drowsiness, blurred vision
- medical marijuana – prescribed for severe nausea, severe pain and spasms relating to cancer, spinal cord injury, multiple sclerosis and HIV/Aids
- other – herbal medications, supplements and other mood altering substances which may alone or in combination with medications have an adverse effect on safe work performance

## ALCOHOL & DRUG POLICY

### PREVENTION, ASSISTANCE, REHABILITATION, AFTERCARE

#### Prevention

This policy and the supporting standards stress the importance of prevention and early identification of potential alcohol or drug abuse. Avalanche Acid Hauling Ltd. will provide ongoing education on health and safety issues associated with alcohol and drug use and abuse. Employees are encouraged to access assistance through their personal physician, supervisor or community services for help with any alcohol or drug use or abuse that has the potential to affect their safe work performance.

#### Request for Assistance

Avalanche Acid Hauling Ltd. recognizes that alcohol and drug dependencies are treatable illnesses and that early intervention improves the probability of a lasting recovery. Anyone who suspects they have a substance dependency or emerging alcohol or drug problem is encouraged to seek immediate advice and to follow appropriate treatment

Employees and/or contractors may request help with an alcohol or drug problem through their supervisor, safety coordinator or management. If a request is made through their supervisor or safety coordinator, the employee and/or contractor may subsequently be referred to management. In appropriate cases, management may refer them to a substance abuse professional for a substance abuse assessment. Employees and/or contractors will be supported through any recommended treatment and aftercare program consistent with the substance abuse professional's recommendations and within the bounds of any applicable company benefit plan. The substance abuse professional will assess if the employee and/or contractor has an alcohol or drug dependency, make recommendations as appropriate regarding education and treatment, and recommend a return to work monitoring program including unannounced follow-up testing as appropriate. Employees will pay for any assistance required for their drug and alcohol addiction, Avalanche Acid Hauling Ltd will only give out information and referrals for help.

Accessing assistance or declaring a problem does not eliminate the requirement for maintenance of safe and acceptable performance levels and, for greater certainty, compliance with this policy and the supporting standards including, without limitation, the requirement to be fit for duty

#### Aftercare

All employees and/or contractors' who complete primary treatment (e.g., residential or out-patient treatment) for alcohol or drug problems as a result of a performance-related referral or request for assistance, may be required to participate in an aftercare program when returning to work. They may also be required to enter into a written agreement which will outline the conditions governing their return to work, and the consequences for failing to meet those conditions.

#### Return to Work Restrictions

As part of an employee's and/or contractor's return to work, where a medical professional, substance abuse professional or other counselling professional advises that there may be a risk that would prevent an employee and/or contractor from doing their job safely, a work modification may, in appropriate cases, be used. Employees and/or contractors may be assigned alternate duties if available and at the discretion of management.

After any confirmed positive alcohol and drug test, an employee and/or contractor may be referred by management to a substance abuse professional for a substance abuse assessment (refer to the Substance Abuse Assessment Standard). Failing to meet with the substance abuse professional or attend a scheduled substance abuse assessment is a violation of this policy and could lead to termination of employment.

## ALCOHOL & DRUG POLICY

### TESTING CHARGES / FEES

Avalanche Acid Hauling Ltd. management will pay for the cost of alcohol and drug tests taken by the employee and/or contractor when initiated by Avalanche Acid Hauling Ltd.

Tests required as the result of a violation of this policy and the supporting standards will be at the expense of the employee and/or contractor

In the event of an inconclusive result on the initial alcohol and drug test, the individual is suspended until the confirmation test results is confirmed. Wages, benefits and all standard remuneration for the period of the suspension will be paid as follows:

- if the test result is negative, wages, benefits and all standard remuneration will be paid to the employee
- if the test result is positive, wages, benefits and all standard remuneration will not be paid to the employee

### CONFIDENTIALITY

All drug and alcohol testing records will be kept confidential. Confidentiality will be maintained to the greatest extent possible and disclosure will be restricted to where it is necessary for related health and safety concerns. Only information relating to the level of functionality (e.g., fitness for duty and any restrictions that may apply) may be shared with supervisors for the sole purpose of determining fitness for duty, appropriate work accommodations, and/or work re-entry initiatives.



## ENCANA BULLETIN

Starting in October 2018, it will be legal for Canadians to use cannabis recreationally. What will this mean to our current approach in managing workplace safety hazards and risks associated with alcohol and drug use?

**Very little** is the answer, it's all about fitness for work and managing risk in the workplace. Encana will continue to be firm and restrictive in our approach to ensure the ongoing safety of our people and the public.

The use of alcohol and drugs, including cannabis, can have profound impacts on workplace safety. Research shows that cannabis use affects a person's ability to perceive risk and make sound decisions. It also reduces mobility and coordination. In a safety-sensitive industry like ours, this puts the person using cannabis, their co-workers, the public, and the environment at risk.

To manage these risks, Encana will continue to require that **workers report for work fit for duty and remain fit for duty over the course of their shift**. Workers in safety-sensitive positions will continue to be required to pass an alcohol and drug test prior to taking on such roles. Work locations that have been designated as safety sensitive will require all workers to pass pre-access testing. We will continue to use alcohol and drug testing for reasonable cause and post-incident investigations. Encana will also continue to conduct workplace searches where reasonable grounds are established to conduct those searches.

Encana expects service providers to develop and enforce alcohol and drug policies and practices that are consistent with, and in any case meet or exceed the requirements of Encana's alcohol and drug policy and practice. Encana has updated our Alcohol and Drug Policy and Canadian Alcohol and Drug Practice to ensure they align with the new cannabis legislation. We encourage all service providers to do the same.

For more information about workplace safety and cannabis legalization, contact your Encana EHS representative.

Category:  
Wildlife Awareness

## Service Provider Expectations: Wildlife and Habitat



Service Providers play a key role in helping Encana manage impacts to protected wildlife and habitat in the areas we operate

### Identify

Encana's Protected Wildlife and Habitat Practice applies to staff and service providers who conduct work that may impact wildlife and/or habitat:

- Keep an eye open for signs of wildlife
- When working in a special wildlife zone or sensitive time of year, be aware of specific mitigation or measures to be taken
- Communicate potential wildlife and/or habitat impacts to an Encana representative



### Assess

Examples of signs that impacts to wildlife and/or habitat may occur:

- Birds building nests on infrastructure (carrying sticks, etc.)
- Adult birds acting unusually – 'broken wing' displays, persistent loud calling, dive-bombing, etc.
- Nests, dens, burrows where new disturbance will occur
- Trapped or entangled wildlife
- Tadpoles in active water storage sites



### Manage

Communicate, discuss, and help reduce potential impacts:

- Discuss potential impacts and ways to reduce risk during tailgate meetings
- Do not harass or feed wildlife
- Do not bring pets or firearms to the work site
- Stop work – pause, stop or suspend the job if impacts may occur





## MEMO

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**TO: All Contractors**

**RE: Policy Regarding Flame Resistant Workwear**

On June 6, 2018 a Whitecap worker was injured in a flash fire. In that incident, the worker was burned on his hands and face. Without full Flame Resistant Workwear (FRW) and safety glasses his burns would have been much worse. Fortunately, the worker has now returned and has been cleared to return to full duties.

This incident clearly demonstrated the following:

- FRW is effective in protecting workers from flash fires
- We can never predict when our personal protective equipment will be called upon to do its job
- Our policy is not clear enough in communicating requirements for FRW

In response to this incident, the FR policy was reviewed and changes have been made. These changes are supported by Area management, Operations Engineers and Senior Management. Specifically, the changes can be summarized as follows:

- FRW is a requirement on our worksites at all times
- FRW must provide full coverage of the body to neck, wrists and ankles
- Clothing worn beneath FRW must be made out of flame resistant fabrics or natural fibers
- Sleeves must be worn down rather than up. No short sleeves are permitted.
- Hoodies can be worn if they are FRW and strings are removed
- Headwear worn underneath hardhats must be FRW and must permit a snug fit of the hardhat and not impede peripheral vision.

Contractors may have their own requirements that exceed Whitecap's policy and we will support you in implementing that policy while you are on Whitecap worksites. At a minimum, your personnel are expected to comply with this change.

Regards,

A handwritten signature in blue ink, appearing to read "Mike Nerbas", with a horizontal line extending to the right.

Mike Nerbas  
V.P. HSE  
Whitecap Resources Inc.