



## Imperial - Tuk Base

*Draft Emergency Preparedness & Response Plan (ERP)*

Submitted to:

**Imperial Oil Ltd.**

Submitted by:

**Golder Associates Ltd.**

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## 1.0 EMERGENCY RESPONSE PLAN OBJECTIVE

The purpose of this Emergency Response Plan (ERP) is to:

- Provide all project staff (including subcontractors) with a list of identified potential emergencies for the Tuk Base Project located at the Tuk Base Site Location: 69° 25' 35" N latitude and 132° 57' 20" W longitude.
- Assist the project team in determining appropriate responses to potential emergency situations.
- Provide the project team with established procedures and guidelines for emergency response.
- Provide the project team with the tools needed to facilitate a quick and effective response to an emergency.
- Provide emergency response flowcharts and contact information to facilitate a quick and efficient response/evacuation if required.

It is designed to preserve the safety of the crew, minimize the impact of emergencies to environment, property, equipment, and processes, and to restore normal operations as efficiently as possible.

### 1.1 Emergency Event

An emergency is any event that requires an immediate response and damages or threatens:

- the health and safety of our employees and / or our sub consultants, contractors and visitors to the site
- the environment
- the property or equipment
- the reputation of our company

If an emergency occurs during the project, personnel involved must take the appropriate immediate action required to protect their own personal safety, the safety of any other people involved and the preservation of the environment.

## 2.0 EMERGENCY RESPONSE TEAM RESPONSIBILITIES

### 2.1 Site Superintendent (SS)

The SS ensures that all personnel on site know and understand their responsibilities in the event of an emergency on site as outlined within this plan. The SS works with the SSHE Officer (SO) to establish muster points and emergency helicopter landing area on the site. The role and responsibilities of the SS includes, but not limited to the following:

- The SS is the primary contact for all personnel to report on-site emergencies. The SS will immediately assess the emergency and work with the SO to ensure that all emergency response procedures are followed according to the plan.
- The SS ensures all personnel are made aware of an emergency. The SS will alert the on-site EMT when an injury has occurred and ensure that the injured party receives immediate and appropriate care required for their injury.
- The SS communicates all incidents as soon as possible to the Golder Project Manager.
- The SS will liaise with emergency services to arrange for off site medical assistance, if required.
- The SS will actively participate in the investigation process of all incidents.

In addition, the SS will participate in emergency response drills and debrief sessions. The SS will work with the SO to ensure this plan is updated as appropriate and any changes are communicated to on-site personnel.

## 2.2 SSHE Officer (SO)

The SSHE Officer (SO) will support the SS during an emergency event and ensure the safety of all personnel at the site. The SO ensures the emergency response procedures as outlined within this plan are followed. The role and responsibilities of the SO includes, but is not limited to the following:

- The SO works with the SS to set up muster points and helicopter emergency landing area.
- The SO inspects the Artic Star accommodation and confirms fire evacuation routes, access to fire extinguishers and emergency exits.
- The SO coordinates planned emergency response drills and leads debrief sessions.
- The SO leads incident investigations and shares results of investigations with the project team.

The SO works with the SS throughout the duration of the project to update this plan as required and ensure any changes are communicated to on-site personnel.

## 2.3 Designated First Aid Attendant

The designated First Aid Attendant is expected to be readily available to respond to an injury/illness emergency. The Attendant is responsible for inspecting and maintaining first aid equipment and supplies and ensuring adequate number of first aid kits for number of personnel present at the site. The Attendant will provide injury response and immediate care for an injured/ill worker and determines if further medical care and what level is required. The Attendant and the Site Superintendent will assess and determine if an injured person can be safely transported by boat to the nearest medical facility in Tuktoyaktuk or if an emergency air vac needs to be coordinated with the Inuvik Hospital. The SS will coordinate emergency response actions with medical facilities. The Attendant will document all injuries in a first aid log which will be kept on site.

## 2.4 On-site personnel

All personnel are expected to report all incidents immediately to the SS who will ensure the emergency response plan is followed. Personnel are expected to know and understand how to respond in an emergency as per this plan. All personnel must participate in planned emergency response drills. Any medical conditions that could jeopardize the health and well-being of personnel on-site must be disclosed to the SS prior to starting work such as allergies to bees, wasps, prescription medication, etc.

## 3.0 TUK BASE EMERGENCY NOTIFICATION AND COMMUNICATION

In the event of an emergency (medical and non-medical), the actions initiated by workers should follow the procedures established in this ERP. Once all immediate actions have been taken to protect life, health and safety of workers, the emergency notification and communication protocol will be followed. The emergency notification and communication flowchart is included in Figure 1.

The project area is located at the former Imperial Tuk Base Site across the bay from Tuktoyaktuk, NT. Two-way radios will be used as the primary source of communication while on site. Cell phones will be the primary source for external communication. Additionally, there is an emergency Satellite phone available for use. All injuries, illnesses and other incidents (e.g. near losses) will be reported to the Site Superintendent, as soon as possible. All injuries and incidents will be documented and investigated as soon as practical. Investigations will be led by SS with support from the SSHE Officer. The Imperial E&PS Project Manager must be notified by the Golder Project Manager of all incidents within 2 hours of occurrence.



Figure 1: Emergency Notification and Communication Flowchart

### 3.1 Tuk Base Emergency Contact List

**Tuk Base Site Location: (69° 25' 35" N latitude and 132° 57' 20" W longitude)**

Emergency Contacts		Number
Tuktoyaktuk Health Services		(867) 977-2321
Inuvik Hospital <i>*when Air evacuation required from site</i>		(867) 777-8161
Tuktoyaktuk RCMP		(867) 977-1111
Tuktoyaktuk Fire		(867) 977-2222
Canadian Coast Guard Search and Rescue (24 hr)		1-800 267-7270
Coast Guard		(867) 777-2235 or *16 on a cell phone
NT Spill Reporting Line (24 hr)		(867) 920-8130
Environment and Natural Resources - Tuktoyaktuk Office		1-867-977-2350
Wildlife Emergencies (24 hr)		1-867-678-0289
Golder Crisis Hotline (from within Canada)		1-866-249-0439
WorkCare		1-888-449-7787
NT WSCC Incident & Injury Reporting Line		1-800-661-0792
Poison Control Centre		1-800-332-1414
D&A Testing – Surehire (Inuvik)		1-866-944-4473
Golder Emergency Contacts		Number
Site Superintendent	Dave Bennett	Cell: (778) 951-0715
Site Superintendent Alternate	Todd Bonin	Cell: (587) 439-5244
On-Site SSHE Officer	Meredith Young	Cell: (778) 228-7703
On-Site SSHE Officer Alternate	Nick Vettorazzo	Cell: (604) 910-8534
On-Site SSHE Officer Alternate	Andrew Claydon	Cell: (780) 446-3485
Senior Environmental Lead	Peter Tan	Cell: (780) 868-6128
Senior Environmental Lead Alternate	Lisa Switzer	Cell: (226) 376-2812
Project Manager	Brian Suen	Cell: (604) 358-5348 Office: (604) 296-2789
Environmental Remediation Project Manager	Punchalee Clair	Cell: (902) 221-6875 Office: (902) 466-1668 ext. 3622
Project Director	Lenz Haderlein	Cell: (780) 619-0932 Office: (780) 509-2427
HSSE Advisor Lead	Anita L'Arrivee	Cell: (780) 218-3752
Human Resources	James Purvis	Office: (403) 387-8486
E&PS Emergency Contacts		Number
Project Manager	Tyler Horton	Cell: (403) 808-1784 Office: (587) 476-1416
SSHE Advisor	Ulrica Wong	Cell: (587) 216-4237 Office: (587) 476-1095
Team Lead	Keri Abel	Cell: (403) 771-7279 Office: (587) 476-3921
Area Manager	Stephanie Chan	Cell: (403) 650-3033 Office: (587) 476-1391
Regional Manager	Hanna Janzen	Cell: (587) 572-7311 Office: (587) 476-4217
Subcontractor Emergency Contacts		Number
E. Gruben's Transport Ltd. Manager	Douglas Saunders	Cell: (867) 678-0045

## 3.2 Golder Crisis Response Team

A crisis, triggering the activation of the Golder Crisis Response Team, is any event or circumstance which requires an immediate response and damages or threatens in a material way:

- the health and safety of our employees or other people including sub consultants and contractors;
- the properties / assets of our company; and/or
- the reputation of our company.

### 3.2.1 Activation of Golder Crisis Response Team

If a crisis occurs, the incident scene must not be disturbed except so far as is necessary to attend to injured persons, prevent further injuries or death and protect the environment that is endangered as a result of the emergency. Follow the documented emergency procedures as outline within this ERP and report the crisis to the Project Manager. The Project Manager is responsible for activating the Golder Crisis Hotline. If the Project Manager cannot be reached, the on-Site Safety Representative will place the call through the Golder Crisis Hotline.

The Golder Crisis Response Team may be activated by calling the Crisis Hotline:



**Crisis Hotline** 

**+1-866-249-0439** (within Canada)

**+1-403-775-1041** (outside Canada)

<p><b>International SOS</b> (Medical or Security Emergency)</p> <p><b>+1-215-942-8226</b> Membership ID: 11BYCA084630 Member Name: Golder Associates www.internationalsos.com</p>	<p><b>ComPsych</b> (Employee Assistance Program)</p> <p><b>+1-844-445-2333</b> (Canada) <b>+1-877-595-5284</b> (US) Company ID: GOLDER</p>
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Available 24 hours a day, 7 days a week

- The caller must provide the information outlined below:
  - Hello, my name is (First Name, Last Name), I am (function, Country), and I can be reached at (Phone number). The following incident (type of incident) has occurred on this site (name of site) in (location – City, Province/Territory, Country, etc.). **“Please follow the Golder Americas Crisis Response Plan.”**
  - The caller must ensure that the operator has understood the message, the coordinates/location of occurrence and nature of the incident.
- Once activated, the Golder Crisis Response Team will:
  - Communicate with the Golder employee reporting the crisis to clearly identify and confirm the nature and magnitude of the crisis and determine appropriate actions to be taken in the field and in support of the project team;
  - Notify the National Crisis Coordinator and the Golder Canada President;
  - The National Crisis Coordinator in consultation with the President will determine the appropriate level of CRT involvement and will initiate CRT notification as needed.



## 4.0 EMERGENCY RESPONSE REQUIREMENTS

The project site activities, size of work crew and distance to nearest medical facility have been assessed against the required first aid provisions as outlined in Part 5 of the Northwest Territories Occupational Health and Safety Regulations to ensure minimum OHS requirements are met for this project. The project site activities constitute High Hazard Work as defined in Schedule C of the Northwest Territories Occupation Health and Safety Act and Regulations. As per Schedule G: Summary of First Aid Requirements, the following criteria applies to this project site:

<ul style="list-style-type: none"> <li>■ 21-40 Workers at Work Site</li> </ul>	<ul style="list-style-type: none"> <li>■ Distant Work Site (1/2 hour – 2 hours to medical facility) under normal travel conditions using available means of transportation</li> </ul>	<ul style="list-style-type: none"> <li>■ Minimum first aid requirements plus,</li> <li>■ one first aid attendant with Level 1 qualification and supplies for high hazard work</li> </ul>
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First aid attendants, supplies, equipment and facilities will be available 24/7 while workers are residing on site in the provided site accommodation.

### 4.1 First Aid Stations

A first aid room is identified and established on the Arctic Star (on-site accommodations). First aid kits and equipment will be readily accessible, organized and protected from the elements. Trucks with first aid kits will be marked with signage and will be communicated to all personnel during site orientation. First aid station will contain the minimum first aid requirements including: a manual, a first aid register and emergency contact numbers and contain supplies and equipment set out in Schedule H (see below). First aid kits will be inspected weekly and equipment (AED) tested monthly.

Required contents of each First aid kit (Schedule H):

- antiseptic, wound solution or antiseptic swabs
- bandage – triangular, 100 cm folded, and safety pins
- bandage – gauze roller, various sizes
- bandage – adhesive strips and hypoallergenic adhesive tape
- disposable latex or vinyl gloves
- dressing – sterile and wrapped gauze pads and compresses, various sizes including abdominal pad size
- dressing – self-adherent roller, various sizes
- forceps – splinter
- pad with shield or tape for eye
- pocket mask with disposable one-way re-breathe valves
- scissors – bandage
- soap

Plus, Additional Supplies and Equipment (Schedule I):

- bag – ice or cold water
- bag – hot water or hot pack
- bandage – elastic, 5cm and 10cm widths
- sterile burn sheet

Plus, supplies for high hazard work:

- two blankets
- stretcher
- splints for upper and lower limb

In addition to the above list, each first aid kit location will also have an eye wash station. One automated external defibrillator (AED) will be available for the duration of the project. The primary location of the AED will be on-board the Arctic Star in the first aid room. A secondary location will be determined based on what vehicle is available when the Arctic Star is not present.

## 4.2 Training Requirements

All personnel working on the Tuk Base project and visitors to the site shall receive an orientation on this ERP by the Site Superintendent on their first visit to site and prior to starting work. All first aid trained personnel will hold a valid Level 1 First Aid Qualification at a minimum. All site personnel will be trained for the use of fire extinguishers and spill response equipment.

## 4.3 Fire Prevention and Suppression

Fire extinguishers will be readily available and accessible near the work area during project work activities. In addition, fire extinguishers will be securely mounted on all pieces of heavy equipment, trucks, boats, the Envirotank, and throughout the Arctic Star Camp. Fire extinguishers are to be inspected monthly and must be in good working condition. A discharged fire extinguisher is to be immediately removed from service and replaced. Smoking is only permitted in designated smoking exterior areas and all cigarette butts must properly disposed of in the designated butt out container and a fire extinguisher must be nearby. All flammable materials must be safely stored in proper labeled containers and away from ignition sources. Whenever hot work is required, the work permit process will be followed, and mitigations put in place. In the event of a large fire, a water truck will be readily available on site.

## 5.0 GENERAL SITE EVACUATION

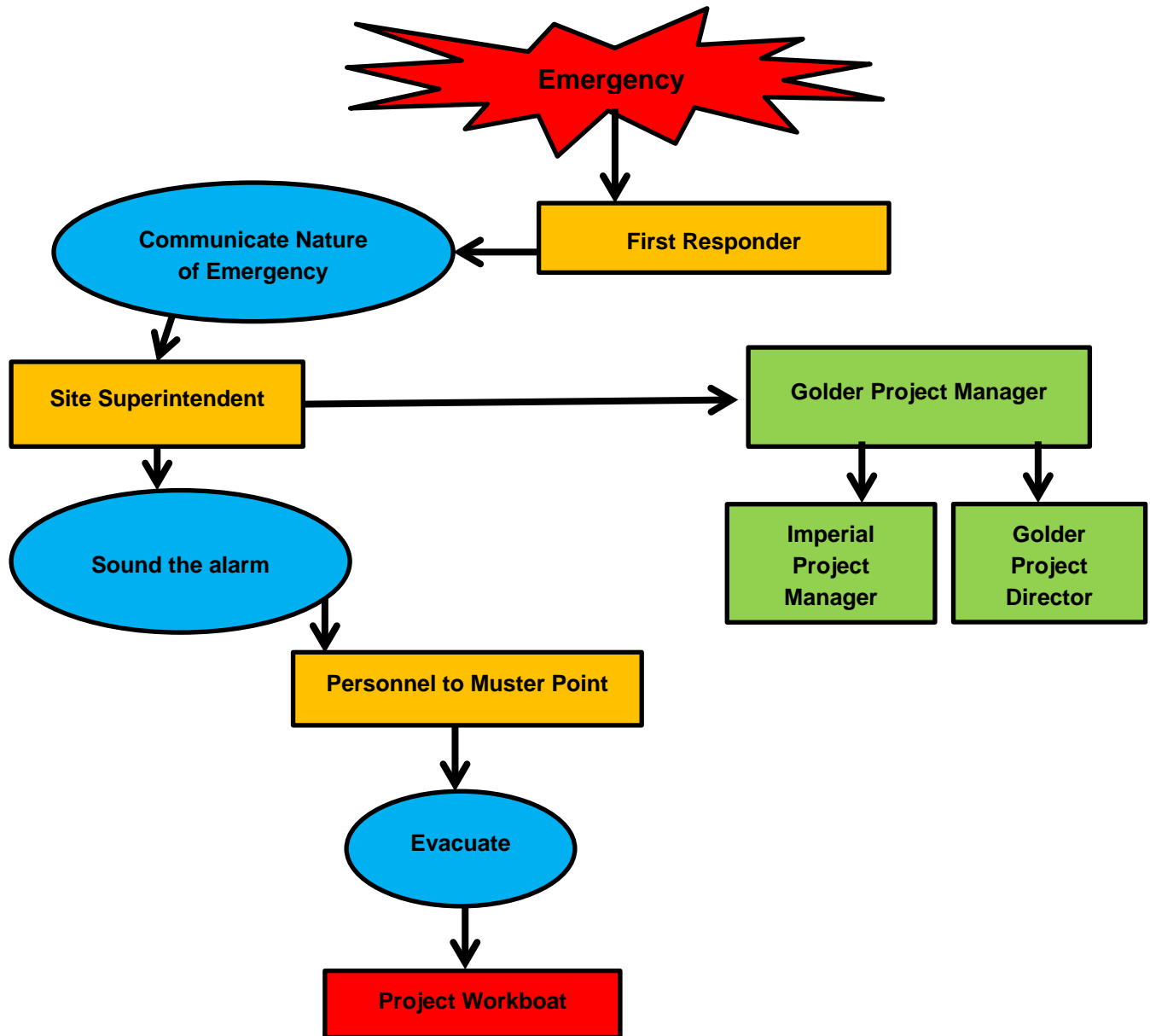
The Golder Site Superintendent has the authority to order a site wide evacuation in the event of a catastrophic or potentially catastrophic emergency to protect the health and safety of personnel. All personnel will be evacuated by boat to Gruben's yard in Tukoyaktak and await further direction.



To initiate a site wide evacuation, the Site Supervisor will call "evacuate, evacuate, evacuate" over the site radio.

Upon the order to evacuate:

- Each crew will confirm the order with the Site Supervisor.
- All personnel will stop working, shut down and secure equipment.
- Move to the project evacuation point / muster station.
- Confirm with the Site Supervisor when all crew members are accounted for.
- Visitors will be ushered by designated site personnel to the muster station.
- Follow instructions from the Site Superintendent for safe evacuation from site.



## 6.0 SITE SPECIFIC EMERGENCY RESPONSE PROCEDURES

The emergency situations with the greatest likelihood of occurring at or near the project site have been identified and are listed in this section. In addition to the potential emergencies identified, it is recognized that emergencies are often unexpected and can arise at any time. It is the responsibility of the Site Superintendent, in conjunction with the on-site SSHE Officer and crew leads (including subcontractors) to assess conditions on a regular basis and adjust plans as new situations are identified. Any changes and/or additions made to the HSSE Plan and this ERP must be communicated to the Project Manager.

### 6.1 Fire or Explosion

A fire safety plan is to be posted and include emergency procedures to be used in the case of fire; quantities, locations and storage methods of flammable substances present at the work site; designate individuals responsible to carry out the plan and the duties of those individuals, training of designated individuals and of all workers on what actions to take in the case of fire; plan and conduct fire drill; and outline how fire hazards are to be controlled.

In the event of heavy equipment fire, the equipment operator will shut down the machine safely, exit the cab, use the fire extinguisher on the machine if safe to do so, if not safe to radio for help. For large fire, the onsite water truck will be mobilized to contain the fire if safe to do so or else have everyone and all other equipment away from the fire.

To report a fire in progress:

- remain calm
- sound the alarm
- evacuate endangered personnel and visitors to Muster Point

Using a fire extinguisher:

- before deciding to use a fire extinguisher to fight a fire:
  - be sure that the fire is small and not spreading
  - you have the correct type of fire extinguisher for what is burning
  - stand with an exit at your back
  - stand several feet from the fire
- pull the pin (if necessary, turn the pin to break the zip tie)
- aim the nozzle at the base of the fire
- squeeze the handle slowly
- sweep from side to side
- drop the fire extinguisher and evacuate if the fire is spreading

## 6.2 First aid and medical assistance

All minor injuries or illnesses (small cuts, lacerations, sprains, strains etc.) shall be reported immediately to the designated First Aid attendant and documented following the injury loss reporting process. The injured person's condition will be assessed, and appropriate first aid treatment will be applied if/as required. Care management begins the moment a person is injured and concludes when a worker returns to normal condition and duties. The SSHE Officer will lead care management and work with the injured worker to ensure appropriate mitigations are put in place that allow an injured worker to recover. The injured worker's conditions will be monitored daily following the report of an injury.

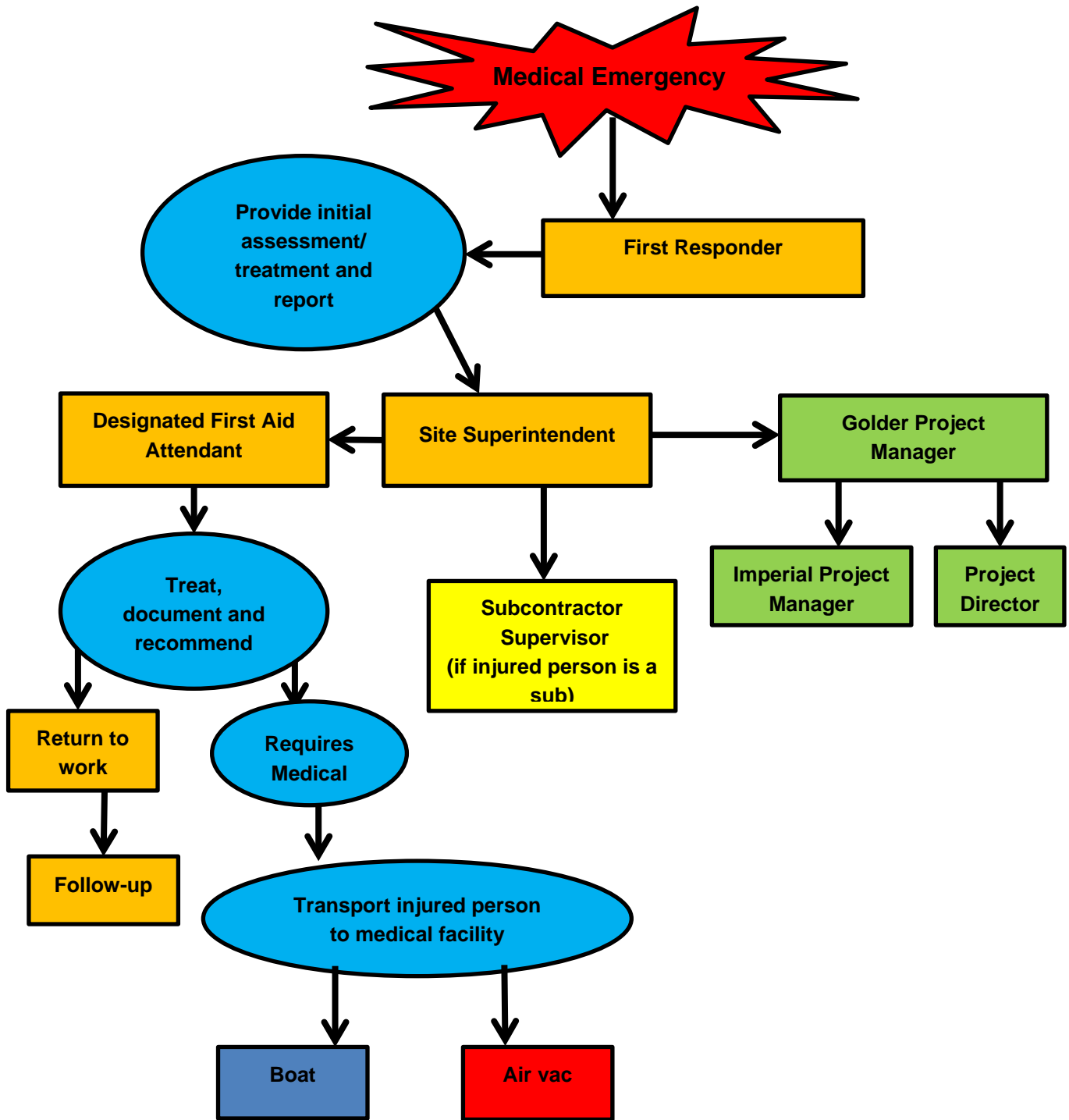
In the event of a serious or potentially life-threatening injury/illness:

- Work is stopped immediately.
- First responder assesses and attends to the affected person(s) if safe to do so.
- Alert the Site Superintendent and the designated site first aid attendant via radio.
- First aid attendant to provide emergency medical treatment and determine the appropriate transportation method based on the condition of the affected person(s) when medical assistance beyond first aid is required.
- Site Superintendent to confirm transportation via boat to Tuk and via truck to Tuk Health Services Center.
- Seriously injured worker to be transported and Site Superintendent or designated Golder employee to accompany injured worker to hospital.
- If the injured worker cannot be moved, the Site Superintendent will call the Inuvik Hospital to arrange Air medical evacuation at **(867) 777-8161** and provide the following details:
  - your name and location (at 69° 25' 35" N latitude and 132° 57' 20" W longitude)
  - patient information (name, age, gender)
  - brief description of events leading to the injury/illness
  - nature of injuries/illness

**Tuk Base Project Site Helicopter landing area Coordinates:**

**69° 25' 35" N latitude and 132° 57' 20" W longitude**







## 6.3 Person Overboard Emergency

How to respond in the event a person falls overboard from a boat:

- remain calm
- affix the location and maintain visual contact of the victim's location
- throw a life line i.e. Life ring and rope
- sound the alarm
- recover the person overboard and treat them for cold stress

Each person on board is required to wear a lifejacket while riding in a boat. A lifejacket is the best defense against cold water shock as it provides thermal protection and will keep a victim buoyant.

## 6.4 Environmental Spill

Preventative measures must be taken wherever possible to prevent all types and sizes of environmental releases and impacts to the environment. The Tuk Base Spill Contingency Plan outlines expectations and how Golder intends to operate in a manner that will minimise the risk of spillage of all potentially hazardous materials. The Spill Contingency Plan proactively assesses the risk of spills and mitigative processes to follow to reduce the possibility of spills. Assessment of risks will concentrate on pre-job planning, primary containment and secondary containment as outlined within the plan.

Potential spill sources during field operations includes, but is not limited to the following:

- fuel storage tanks
- oil (for generators and vehicles)
- transmission fluids

### 6.4.1 Spill Prevention Strategies

- all hazardous materials will be stored in suitable containers a minimum of 100m from waterbody
- lids will be secured on containers when not in use
- containers will be safely stored away from traffic areas
- generators will be placed in secondary containment (i.e. drip trays)
- large fuel storage tanks are double walled
- tanks and tank valves will be inspected daily
- site run-off to be contained by a combination of perimeter berm, silt fences, straw wattles, and swales
- hazardous materials extracted from the on-site landfills to be sorted and contained into lined cells or spill trays

## 6.4.2 Refuelling

The most common type of spill is likely to happen while pumping liquids or fuel from a storage tank or fuel drum to a vehicle, piece of equipment or another container. Crew involved in handling equipment, refueling vehicles, and sampling procedures for barrels with fuels and waste liquids will have the appropriate personal protective equipment (PPE) and handling apparatus (e.g., hand-operated fuel pumps) to reduce the risk of spilling. Vehicles and personnel handling petroleum hydrocarbons or hazardous materials will be equipped with absorbent material, portable drip trays, and plastic bags to isolate and transport contaminated soil. Field crew members will be trained on refueling procedures. Expectations of no leaks will be conveyed to the whole field crew through site orientation, safety meetings, and tailgate meetings.

Refuelling and fuel / waste liquid transfer operations will occur away from water bodies to prevent spills in water.

## 6.4.3 Spill Response Equipment

Spill kits kept on-site in the camp area, as well as near field work operations and in vehicles, will consist of, but not limited to the following:

- oil-absorbent pads
- oil-absorbent socks
- drip tray
- disposal bags

Review Spill Contingency Plan for full list of Spill Response Equipment.

## 6.4.4 Spill Notification and Reporting

Any release of a deleterious substance to the environment must be reported to the Site Superintendent, SSHE Officer and then to the Project Manager. All spills regardless of size must be documented on a Spill Log tracking sheet and reported to Imperial and through Golder's incident reporting process.

For releases of substances exceeding the limits in Table 1, the Site Superintendent will verbally notify the field crew and will contact the Off-Site Project Manager. The Off-Site Project Manager will contact the NWT 24-Hour Spill Reporting Line.

For spills of any size which are near, or in, any water body, a sensitive environment or wildlife habitat, pose imminent threat to human health or safety, pose imminent threat to a listed species at risk or its critical habitat, or is uncontrollable, the Site Superintendent will verbally notify the field crew and will contact the off-site Project Manager. The off-site Project Manager will contact the GNWT, ENR 24-Hour Spill Reporting Line for documentation on the NWT Spill Database. In addition, the off-site Project Manager shall contact the Imperial Project Manager.

Table 1 presents the quantities of different substances that, if spilled, require immediate reporting for the NWT Spill Database.

**Table 1: Threshold Quantities for Spill Reporting for the NWT Spills Database \***

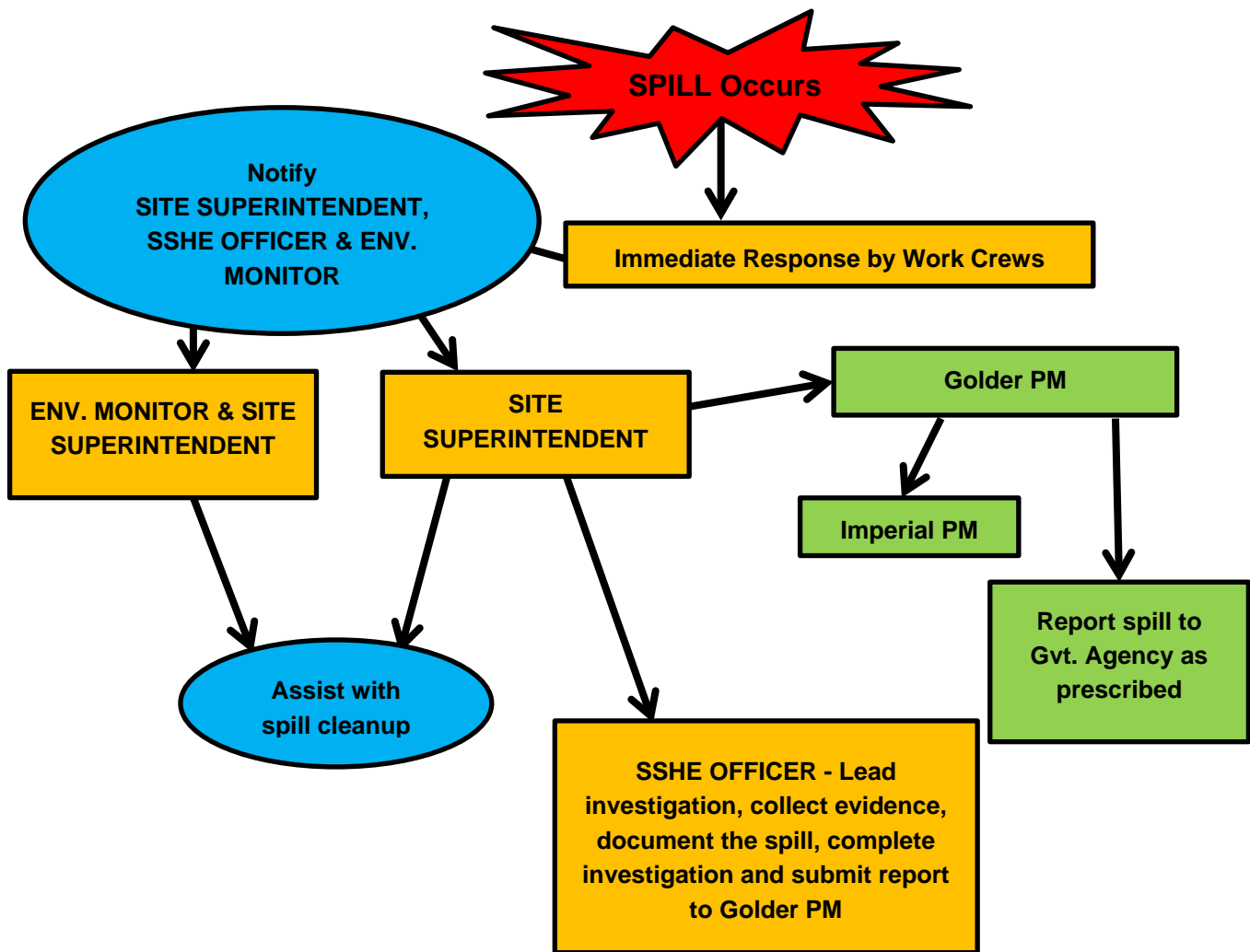
ITEM NO.	TDGA CLASS	DESCRIPTION OF CONTAMINANT	AMOUNT SPILLED
1.	1	Explosives	Any amount
2.	2.1	Compressed gas (flammable)	Any amount of gas from containers with a capacity greater than 100 l
3.	2.2	Compressed gas (non-corrosive, non- flammable)	Any amount of gas from containers with a capacity greater than 100 l
4.	2.3	Compressed gas (toxic)	Any amount
5.	2.4	Compressed gas (corrosive)	Any amount
6.	3.1, 3.2, 3.3	Flammable liquid	100 L
7.	4.1	Flammable solid	25 kg
8.	4.2	Spontaneously combustible solids	25 kg
9.	4.3	Water reactant solids	25 kg
10.	5.1	Oxidizing substances	50 l or 50 kg
11.	5.2	Organic Peroxides	1 l or 1 kg
12.	6.1	Poisonous substances	5 l or 5 kg
13.	6.2	Infectious substances	Any amount
14.	7	Radioactive	Any amount
15.	8	Corrosive substances	5 l or 5 kg
16.	9.1 (in part)	Miscellaneous products or substances excluding PCB mixtures	50 l or 50 kg
17.	9.2	Environmentally hazardous	1 l or 1 kg
18.	9.3	Dangerous wastes	5 l or 5 kg
19.	9.1 (in part)	PCB mixtures of 5 or more parts per million	0.5 l or 0.5 kg
20.	None	Other contaminants	100 l or 100 kg

\* Regulatory reporting requirements for a spill, as found in Schedule B - Spill Contingency Planning and Reporting Regulations of the Northwest Territories Environmental Protection Act R-068-93

### 6.4.5 Spill Response Procedure

If there is an environmental release take the following steps:

- Stop Work.
- Identify the material released and ensure crew is not threatened by the spill, respond only if safe to do so.
- Contain the spill, stop the flow and control hazards by eliminating all ignition sources, define safety parameters by setting up cones and barricades if needed.
- Report spill to Site Superintendent and SSHE Officer. The Site Superintendent will report the spill (product spilled, spill size, location, status and any injuries to the Project Manager.
- The Project Manager will report to the Imperial E&PS PM and to the government agency.
- Clean-up the released material to the extent possible.
- Assess and remediate any suspected residual impacts.
- Collect samples and verify effectiveness of remediation.
- The SSHE Officer documents the spill. Gathers photos/drawings and evidence for investigation of the incident. Record time and date that it occurred, record type of chemical released, record environment that the spill occurred (water, land air), record size (amount released, area effected) and equipment involved.



The release of a substance that is likely to be an imminent hazard to human health or to the environment, or exceeds the volumes listed in Table 1 will be reported, immediately after being discovered, to the off-site Project Manager who will immediately call the NWT 24-Hour Spill Reporting line. Also, releases of all harmful substances, regardless of quantity, are immediately reportable to the NWT 24-Hour Spill Reporting line where the release is near or in a waterbody, is near or in a designated sensitive environment or sensitive wildlife habitat, poses an imminent threat to human health or safety, poses an imminent threat to a listed species at risk or its critical habitat, or is beyond control.

When calling the NWT 24-Hour Spill Reporting line be prepared to provide the following details:

- a) date and time of spill
- b) location of spill
- c) direction spill is moving
- d) name and phone number of a contact person close to the location of spill
- e) type of contaminant spilled, and quantity spilled

- f) cause of spill
- g) whether spill is continuing or has stopped
- h) description of existing containment
- i) action taken to contain, recover, clean up and dispose of spilled contaminant
- j) name, address and phone number of the person reporting the spill
- k) name of owner or person in charge, management or control of contaminants at time of spill

In addition to calling the 24-Hour Spill Reporting line, the Project Manager will fill out a Spill Report Form for any spills reported to the NWT Spills Database.

## 6.5 Communication System Interruptions

The main method of communication on-site will be by using two-way hand held radios operating on the same channel for all crews. Interference is not expected to affect two-way radio usage at the site. Radios are to be charged each day and communication checks to be tested each morning. Defective or broken radios are to be taken out of service and replaced. The Site is located near a communication tower making cellphones a reliable method of communication to reach off-site emergency services and office project support team members. In the event cellphone reception is lost, a Satellite phone on site will be the communication backup source to ensure emergency services and the office project support team can be reached. Should all communication systems fail this would result in the immediate stoppage of work until communication services are restored.

## 6.6 Power Outage

Main power supply to barge will be supplemented by diesel gensets. Power requirements to be determined by general contractor and backup gensets will be present on site in the event of catastrophic failure. General contractor will make on site mechanic available to address and repair equipment failures. Barge is equipped with three generators, with the second and third ones designed to act as backup power supply in the event of failure.

## 6.7 Severe Weather

Weather can change quickly, and crews should be prepared to change with the weather. When working during periods where rapid weather changes or inclement weather can be expected, make sure that crew are appropriately equipped with winter or rain gear, warm clothing and a change of clothing as appropriate.

The Site Supervisor or designate alternate will obtain frequent weather updates throughout the work day and communicate changes so that crews may be prepared to modify or suspend work when bad weather doesn't allow it to be completed safely. If forecasted bad weather requires the evacuation of workers from the work area, the Site Supervisor will coordinate the safe mobilization of the field crew back to a safety as indicated below.

In the event of lightning all field work will stop and will not resume until 30 minutes has passed since the last observed lightning strike.

If fog or other weather in the area may prevent emergency evacuation of an injured person, the Site Supervisor, with the consultation of crew leaders and the project management team may decide to suspend high risk work activities until the weather passes.

The Site Supervisor will communicate weather and potential evacuation status with the crew leads and, considering the weather forecast, time of day and activities taking place (in terms of risk), one of the following decisions will be made:

- continue work as normal
- suspend high hazard activities and wait for weather to improve
- suspend all activities and evacuate the work site

## 6.8 Wildlife Encounter

Our priority is to avoid wildlife interactions if possible and with this type of project where the work activities are localized to within a geographic area, aggressive surprise encounters have a low likelihood. The Wildlife Encounter Management plan outlines strategies and controls to reduce the chances of a wildlife encounter. A Wildlife Monitor (WM) will be available on site 24/7 and will complete site and area assessments for signs of wildlife. WM and crew members will be equipped with wildlife deterrents (air horn, whistles, bear spray) and have a vehicle in proximity for quick retreat. The WM will be equipped with firearm (see Armed Wildlife Monitor Risk Mitigation Plan for permitted type of firearms). The WM will be equipped with rubber bullets and live ammunitions. The WM is local to the region and experienced in wildlife encounters and firearm discharge. Care and control of the firearms and ammunition are the responsibility of the WM and are governed by federal, local and territorial regulations.

All crew members are to be trained in wildlife encounter and deterrent measures and must be familiar with the project specific Wildlife Encounter and Management Plan. Wildlife Monitoring and assessments will be a daily topic addressed in tailgate meetings. No crew members are to approach or attempt to engage with wildlife at any time.

If Wildlife is observed, report sighting immediately to the Wildlife Monitor so they can determine threat level and response. If a Wildlife Encounter occurs take the following steps:

- stop work
- work crew to leave equipment and return to safety of escape vehicle
- return to muster point and confirm with Wildlife Monitor when safe to return to area

All bear sightings are to be reported to the local Environment and Natural Resources office. Report a wildlife emergency using the 24-hour emergency wildlife number.

## 6.9 Workplace Harassment and Violence

Strategies for recognizing and dealing with incidents of harassment and violence in the workplace are outlined within Golder's Harassment and Violence in the Workplace Policy. Acts of harassment and violence are defined within this policy. If personnel encounter aggressive behaviour by another individual, they are to:

- remain calm
- monitor their own non-verbal cues
- maintain a safe distance from the aggressor and identify your escape route to safe area
- do not make threats or promises

- remove themselves from the situation immediately
- if the situation escalates, call for help using radio or verbally
- contact the Site Superintendent when safe to do so and file an incident report

The Site Superintendent will report the incident to the Project Manager and involve the Golder HSSE Advisor and HR representative. The incident may be reported to the local authorities depending on the nature of the aggressive act, and arrangements will be made to have the person(s) responsible for the aggressive act to be immediately escorted and permanently removed from the site.

### 7.0 HOSPITAL ADDRESS & MAP

Hospital Name	Address	Phone	Level of Care Available
Tuktoyaktuk Health Services	Bag 1000, Tuktoyaktuk, NT	867-977-2321	Full Care
Inuvik Regional Hospital	285-289 MacKenzie Rd, NT	867-777-8161	ER 24/7 / Full Care <i>*for Air Ambulance from site only</i>

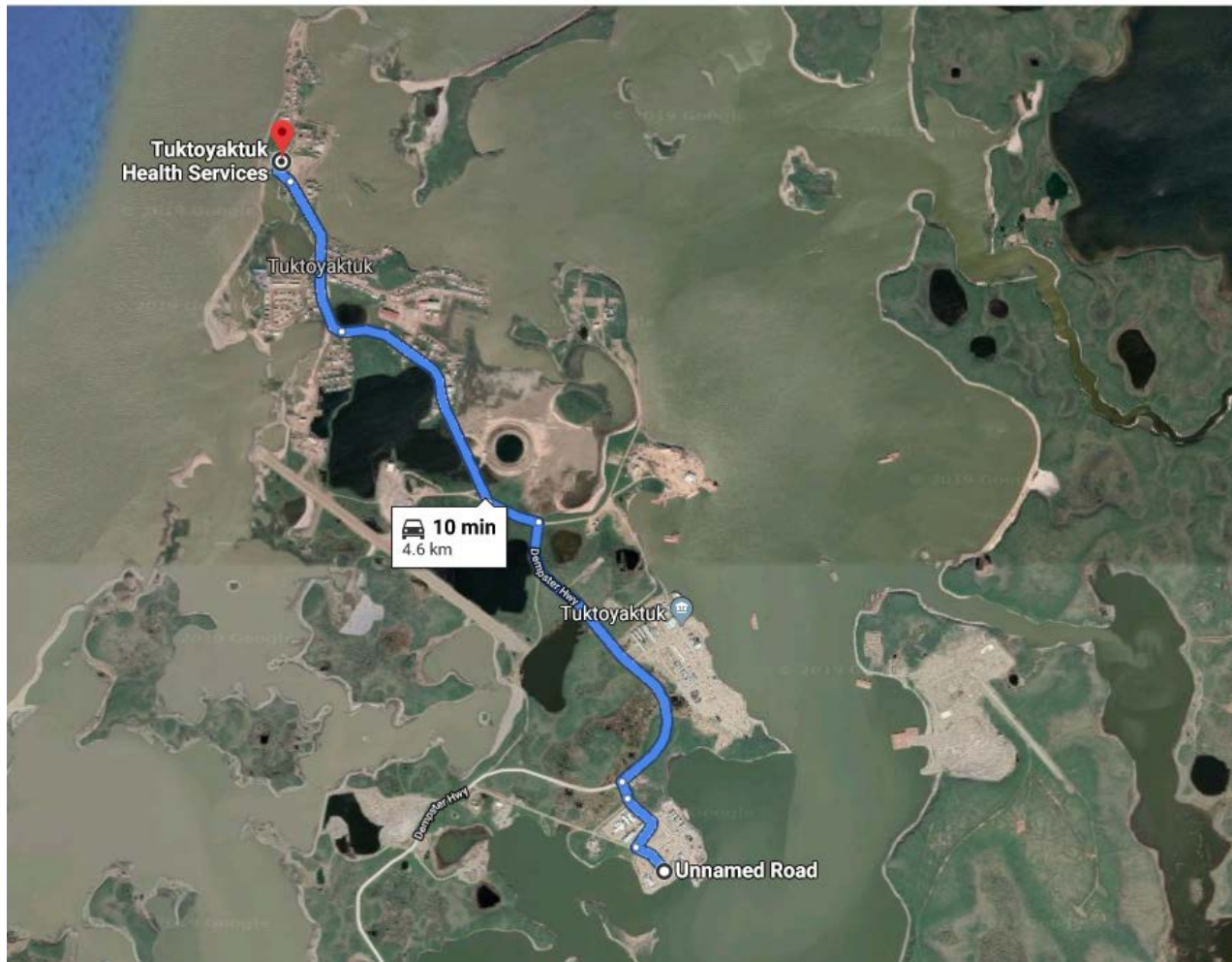


Figure 2 Map from site to local hospital – Tuktoyaktuk Health Services

## 8.0 ALCOHOL & DRUG TESTING FACILITY ADDRESS & DIRECTIONS

Facility Name	Address	Phone	Hours and Services
Surehire Deb Karst o/a 506611 NWT Ltd (Inuvik, NT)	170 Mackenzie Road, Inuvit, NT, X0E 0T0	867-977-2321	Monday to Friday 8am to 5pm & after hours and mobile testing

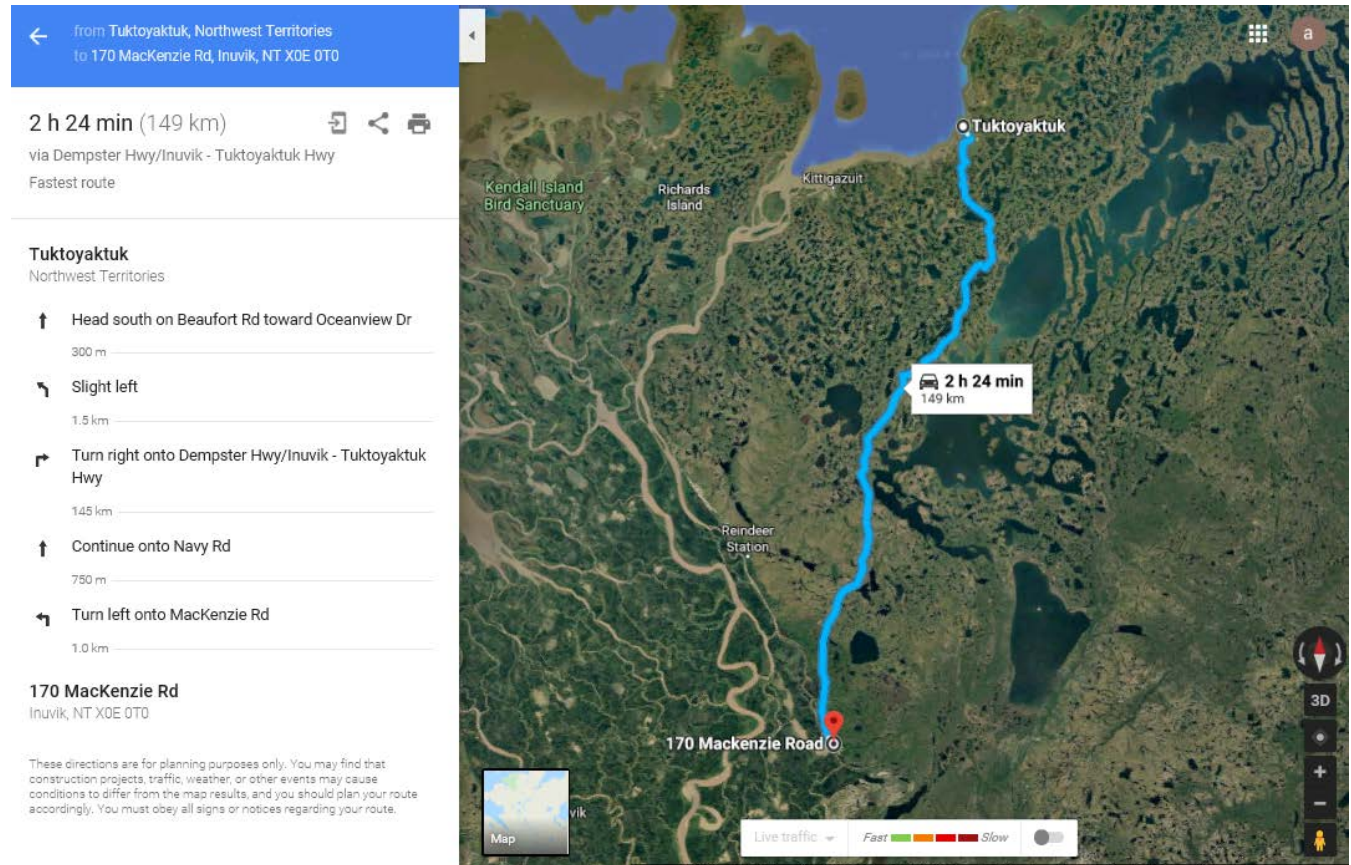


Figure 3 Map to Surehire from Tuktoyaktuk





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