Health & Safety Standard

Document Title:	Powered Mobile Equipment Standard
Approver:	
Document Owner:	
COIMS Element:	9 Safe control of work
Document Number:	0003-000178
Review Cycle (years):	1
Issued Date:	December 10, 2025
Reissue Date:	-
Effective Date:	December 31, 2026

Version	Description
1.00	Issued for use

For interim version details see section 5 Revision history.

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1 Purpose

The Powered Mobile Equipment standard sets requirements to manage risk associated with performing tasks with and around powered mobile equipment (PME).

2 Application

This standard applies to all tasks performed with PME at or within Cenovus entities by Cenovus staff and suppliers, and to those accountable or responsible for inspection, testing, and maintenance. See Appendix A for specific roles and responsibilities.

Powered mobile equipment refers to self-propelled machines that assist with the movement or transportation of materials, or a machine that provides a mobile work platform for workers.

Examples of powered mobile equipment include but are not limited to:

- mobile elevated work platforms (MEWPs)
- loaders
- skid steers
- excavators
- bulldozers
- graders
- forklifts
- agricultural and landscaping tractors
- side boom tractors

This standard does not apply to:

- cranes
- hoists
- motor vehicles (trucks, cars, motorcycles)
- off highway vehicles (OHV, ATV, RTV, UTV, snowmobiles, etc.)

3 Requirements

3.1 General requirements

Cenovus staff and suppliers operating PME shall:

- be provided with training and deemed competent by the equipment operator's employer (Cenovus or supplier) to operate that specific type of equipment
- maintain and complete all operating logs or equipment records as required by the original equipment manufacturer (OEM), site-specific practices and procedures, and local jurisdictional requirements
- ensure that workers are transported only on the parts of the PME that are specifically designed by the manufacturer for personnel transport

3.2 Equipment selection

When planning work involving PME, the supervisor and equipment operator shall have a clear and shared understanding of the work requirements and site conditions.

The selection of appropriate PME and attachments shall consider terrain, potential weather and environmental factors, and the characteristics of the work area to ensure safe and effective equipment use.

3.3 Safety devices

3.3.1 General

PME shall be equipped with the following, as applicable:

- a working brake system and parking device
- positive air shut off (PASO) devices installed and function tested on all diesel engines used in a classified area
- headlights and back-up lights for low visibility and reduced light as required by operating and ambient conditions
- audible and/or visual devices to warn pedestrians of movement, which may include but are not limited to whips, reverse alarms, beepers, lights, and beacons
- an emergency stop device for all ancillary/auxiliary equipment powered by or connected to PME

3.3.2 Guarding

Powered mobile equipment shall be equipped with the necessary guards and screens to protect occupants from external hazards, including projectiles and flying or falling objects. This may include original equipment manufacturer installed protective structures, such as a cab, windshield (with wipers), and/or a removable screen.

PME with a cab or enclosure shall be designed with a means to safely escape in event of sinking, submersion, or tipping.

Falling Object Protective Structures (FOPS) are structural components designed to provide operators with reasonable protection from falling objects such as trees, rocks, and suspended loads. FOPS are required on PME when:

- there is potential for the operator to be contacted by falling objects
- required by local regulatory requirements
- determined necessary through a hazard or risk assessment

Rollover Protective Structures (ROPS) are engineered to minimize the risk of injury to PME operators in the event of a rollover or equipment upset. ROPS are required on the following types of PME:

- tracked or wheeled bulldozers, excavators, skid steers, loaders, forklifts, tractors, or skidders (excluding those operating with side booms)
- backhoes with a limited horizontal swing of 180 degrees
- graders

- wheeled trenchers
- where required by local regulatory requirements
- as determined by a hazard or risk assessment

3.3.3 Seat belts

Seat belts shall be used by all personnel operating PME equipped with manufacturer-installed seat belts. Where PME is equipped with a seat belt assembly it shall not be removed or altered.

3.4 Inspection, testing, and maintenance

Where Cenovus or suppliers operate PME, each entity and PME operator is responsible to comply with the manufacturer's recommended inspection, maintenance procedures, and maintenance records.

All inspections shall be documented and accessible by the PME operator. Supplier PME inspections and maintenance records shall be available for review by Cenovus, upon request.

3.4.1 Pre-use inspection

Prior to operating equipment, the PME operator shall conduct and document a daily pre-use inspection as per manufacturers requirements. The PME owner is responsible to provide the pre-use inspection checklist. When a checklist is not provided by the PME owner, refer to the PME operator’s manual or refer to the appropriate checklist online.

The equipment operator shall, as a minimum, inspect the following to verify the equipment is in working order, as applicable:

- visual inspection
- fluids (fuel, coolant, lubricants, hydraulics, windshield washer, etc.)
- ROPS and FOPS
- suspension
- hydraulic components
- outriggers
- chains and drive shafts
- tires and tracks
- safety equipment (positive air shutoff, headlights, brakes, seatbelts, fire extinguisher, automatic audible warning device, etc.)
- muffler/exhaust system
- windshield
- doors and latches
- attachments (buckets, blades, winches, tow hitches, etc.)
- operator’s manual

3.4.2 Function testing

The PME operator shall perform function tests as required by the manufacturer, where applicable. These tests include, but are not limited to, the following components:

- safety equipment
- gauges and instruments

- braking systems
- steering
- hydraulic systems
- engine
- power take-off (PTO)
- attachments

All defects or conditions that may affect the safe operation of the equipment shall be reported to the appropriate supervisor. Repairs or adjustments necessary to ensure safe operation shall be completed before the equipment is used.

3.4.3 Inspection

Annual structural and mechanical inspections shall be completed as per the manufacturer's specification in compliance with the applicable local jurisdictional and regulatory requirements.

All PME shall be immediately tagged and taken out of service for inspection, repair, or replacement, that has been:

- subjected to a load exceeding 100% of rated capacity
- struck by lightning
- subjected to a shock load
- otherwise damaged

3.4.4 Testing

PME testing shall be completed as per manufacturer's requirements and the applicable local jurisdictional and regulatory requirements.

3.4.5 Maintenance and repair

When maintaining and/or repairing equipment, all hazardous energy shall be isolated as per the Energy Isolation Standard, OEM requirements, and the supplier's energy isolation procedures. A verification of zero energy is required before executing any maintenance activities.

PME shall be maintained in accordance with OEM specifications, and applicable codes and procedures.

Equipment found to be defective or unsafe to use shall be taken out of service for repair or replacement and documented in the PME logbook.

The OEM or a competent engineer shall certify any repairs to load bearing and/or structural components.

3.4.6 Refueling

General requirements:

- follow OEM guidelines and entity-specific procedures for safe refueling
- whenever possible, refuel PME at designated fueling stations to avoid in-field refueling
- before opening the fuel fill cap and refueling, turn off the ignition and allow the engine and exhaust system to cool

- ensure suitable grounding and/or bonding methods are used to connect the fuel source to the PME
- a fuel spill clean-up kit shall be present with the refueling truck or part of the PME's cargo, and immediately available during in-field refueling

Shutdown requirements:

- diesel powered mobile equipment should be shut down prior to refuelling whenever possible
- gasoline powered equipment shall be shut down before refueling
- propane powered equipment shall be shut down before replacing fuel cylinders

Prior to refueling, the PME operator shall:

- activate all safety and emergency brakes
- lower all hydraulic accessories, e.g., blades, buckets, hoppers, to ground level
- ensure the equipment is secured against unintentional movement
- where possible, exit the cab and dismount while refueling

Maintain communication between PME operator and refueling worker as follows:

- once the PME operator is outside of the cab, they shall confirm with the refueling worker that it is safe to begin fueling
- when refueling is complete and all equipment has been removed, the refueling worker shall verbally confirm completion with the PME operator
- the PME operator shall wait until all refueling crew members have returned to the fuelling truck to re-enter the equipment and resume operations
- the PME operator shall not start or move the PME until they have visually confirmed the worker performing the refueling is clear of the PME and out of the affected area

3.4.7 Recharging electrically driven PME

General requirements:

- follow OEM guidelines and entity specific procedures for recharging
- only use OEM approved charging device and battery
- do not charge damaged or defective batteries
- whenever possible, perform charging in a designated safe area, established in accordance with OEM recommendations
- if recharging is required in a hazardous area, follow the requirements of the Hot Work Standard
- where there is a potential for exposure to electrolyte, battery charging stations shall be equipped with an eyewash station and safety shower located within 7.6 meters (25 feet)
- ensure adequate ventilation in the charging area to prevent accumulation of flammable and/or toxic gasses
- identify and remove ignition sources from the charging area
- verify voltage, polarity, and connection type are correct before charging
- connect directly to the battery where possible
- unplug the charger or remove the battery from the charger when charging is complete

3.5 Safe Operation

Cenovus employees and suppliers operating PME shall:

- Complete a Field Level Hazard Assessment (FLHA) and/or Task Risk Assessment considering the applied, affected, and ambient hazards as they relate to PME use.
- Verify that all personnel operating or being transported by PME wear the safety protective equipment and clothing as required by the manufacturer, or as designated by Cenovus or the supplier.
- Ensure that, at no time, are workers transported on fenders, mounting steps, hooks, forks, pallets, in buckets, or by any other manner on the equipment other than as designed by the manufacturer for personnel transport.
- Operate the PME at appropriate speeds and in a manner suited to the workplace hazards, considering factors such as the:
  - machine's balance
  - nature of the surface being traveled
  - width of tracks or tires
  - height of the working load
  - proximity to pedestrians, other equipment, or infrastructure
- Operate the PME within the machine's limits when working on slopes or hills.
- Maintain three-point contact when entering/mounting and exiting/dismounting the equipment.
- Wear hearing protection where there is a risk of elevated noise levels as required by the jurisdiction having authority. Elevated noise levels and hearing protection use while working in and around the equipment shall also be discussed in the Hazard Assessment.
- Follow the requirements of the Electrical Safety Standard whenever PME is required to move or operate in the immediate vicinity of overhead or underground utilities or transmission systems.
- Ensure that the equipment is secured against unintended movement when it is not in use, and that elevated parts of the equipment, including the load, are landed and/or secured in a safe position.
- Select stopping and parking areas with care. Always try to park the equipment on gravel, pavement, or hard-packed ground to reduce the risk of soil subsidence that could result in entrapment or potential toppling of the equipment.

3.5.1 Mobile elevated work platforms and aerial devices

MEWPs and aerial lift devices shall be clearly marked with a rated load capacity.

When operating or traveling in an elevated work platform or aerial device, all occupants shall wear a personal fall protection system and maintain 100% tie-off, as outlined in the Working at Heights Standard. Approved anchorage points shall be used as specified by the manufacturer or a professional engineer.

For requirements around preventing dropped objects when using MEWPs, refer to the Dropped Objects Prevention Standard.

3.5.2 Lifting and handling loads

General requirements:

- Equipment operators shall ensure that equipment used for lifting and handing loads is of sufficient size, strength and design to perform the planned function.
- No personnel shall be permitted to pass under a suspended load or directly under a PME boom while performing a lift.
- PME operators shall remain at the controls whenever the equipment is in operation, including in a partial lift position.
- Suspended loads shall not be left unattended.
- When loads are lifted by a hook, they shall be planned and executed according to the requirements of the Crane, Hoists, and Lifting Standard.
- All loads lifted over live process equipment or piping, except when lifting personnel with an MEWP, shall be classified as a critical lift and comply with the requirements outlined in the Crane, Hoists, and Lifting Standard.

PME shall not be utilized for lifting or handling loads unless:

- the load weight has been confirmed
- the load centre of gravity has been determined
- PME is equipped with legible load rating charts for the lifting/hoisting configuration and are available for equipment operator
- the load rating has been confirmed for all PME ancillary/auxiliary attachments
- the load weight and centre of gravity has been confirmed
- lifting components are inspected and/or certified at the interval prescribed by the OEM or local jurisdictional regulatory requirements, whichever is more stringent

3.6 Congested work areas and pedestrian traffic

General requirements:

- Concurrent work shall be considered and controls applied when performing work with PME.
- Audible and/or visual warning devices, e.g., backup alarms or strobe lights, shall be installed and operational when reversing equipment.
- Clearly defined exclusion zones shall be established to protect workers from hazards such as dropped objects, lifting operations, excavations, mobile equipment movement, and other potential risks.
- Operators shall be watchful for changes to ambient conditions and resulting hazards in their work area.
- All personnel, including operators of other PME or vehicles in the vicinity, shall be alerted to the presence and movement of equipment.
    - these hazards shall be discussed during safe work permitting (work authorization)
    - when concurrent work exists, the hazards shall be documented on the FLHA
- Equipment shall not be operated near workers where there is a risk of entrapment or being struck by moving wheels, tracks, parts, loads, cabs, or counterweights. Workers shall not perform work in PME where the potential exists for entrapment.

- Spotters shall be assigned to guide the PME operator during equipment movement in areas where visibility is limited due to blind spots, fixed asset layout, or environmental conditions.

Spotters shall:

- wear high-visibility clothing
- maintain continuous eye contact with the PME operator. If line of sight is lost, the operator shall stop immediately until visual contact is re-established
- use clear communication, either through established hand signals or two-way radio
- position themselves to remain outside of blind spots, line of fire, crush zones, and the equipment's path of travel
- monitor, maintain, and enforce exclusion zones

3.7 Transportation of powered mobile equipment

When Cenovus or supplier personnel use vehicle trailers to transport PME, the trailer and PME OEM guidelines shall be followed. This includes recommendations for:

- loading and unloading procedures
- weight distribution and balance
- securing of equipment

Prior to transportation, the maximum height of the entire load, including the conveyance vehicle, trailer, and PME shall be determined.

All required permits and approvals from relevant regulatory agencies shall be obtained for the transportation of PME.

3.8 Training and Competency

All personnel involved in supervising or performing work related to PME shall receive training related to:

- applicable local jurisdictional and regulatory requirements
- training as required by the specific PME OEM
- entity specific policies, practices, and procedures
- safe work procedures provided by suppliers to address and control PME-related hazards

Personnel operating PME shall be trained in the safe operation of the equipment, be familiar with the equipment's operating instructions, and demonstrate competency in operating the equipment.

Suppliers shall provide training to their workers as required according to local jurisdictional regulatory requirements.

At a minimum, equipment operators shall be trained and competent in the following topics, as applicable:

- maintaining and operating the equipment as per local jurisdictional regulatory requirements
- equipment specific maintenance and operating procedures
- safe riding practices and strategies

- hazards and controls associated with operating the specific type of equipment
- pre-use inspections
- loading and unloading procedures
- operation guidelines for loaded and unloaded equipment
- attachments and accessories
- practical operations specific to the equipment type
- personal protective equipment
- environmental considerations and issues
- fall protection

3.9 Documentation

All forms required to comply with this standard shall be completed, recorded, and retained as per OEM guidelines, corporate document retention schedules, and entity specific document retention requirements.

4 References

Table 1: Internal governing references

Document title or link	Relevance
Dropped Objects Prevention Standard	Dropped Object Prevention
COIMS Element 9 – Safe control of work	COIMS SharePoint Site
COIMS Framework	Element 9 Framework requirements
Electrical Safety Standard	COIMS Standard – 0003-000067
Hot Work Standard	COIMS Standard - 0003-000040
Industrial Hygiene Standard	COIMS Standard – 0003-000008
Life Saving Rules	LSR SharePoint Site
Safe Control of Work Standard	COIMS Standard - COIMS-00006
Working at Heights Standard	COIMS Standard - 0003-000045

Table 2: External references

The standards referenced in Table 2 cannot be directly linked within our documents, but are available to Cenovus employees though the site: IHS Markit- Engineering Workbench.

Document title or link	Relevance
OSHA 29 CFR 1910.78	Powered Industrial Trucks
OSHA 29 CFR 1926.600	Motor Vehicles, Mechanized Equipment, and Marine Operations
Alberta OH&S Part 19	Powered Mobile Equipment
CSA B352	Rollover Protective Structures (ROPS) for Agricultural, Construction, Forestry, and Industrial Machines
SAE J386	Operator Restraint Systems for Off-Road Work Machines
ASME B30.14	Side Boom and Rotating Pipelayers

5 Revision history

Table 3: Revision history

Version	Date	Description
1.00	December 10, 2025	Issued for use

Appendix A: Roles and responsibilities

Powered Mobile Equipment Operator

A PME operator is responsible for the safe and efficient operation of mobile, powered machinery used in industrial, construction, mining, or agricultural environments.

The powered mobile equipment operator's responsibilities are as follows:

- operate only equipment they are specifically trained and are competent to operate as required in each jurisdiction
- maintain proof of qualification as required in each jurisdiction
- have a thorough understanding of the information contained within the PME operating manuals, and understand the equipment limitations as well as its operating characteristics in each configuration
- know, understand, and properly use PME load rating charts and diagrams; apply knowledge related to the charts to confirm the correct equipment configuration to suit the load, site, and lift conditions
- confirm that the provided load and rigging weights (including the actual or approximate center of gravity) are correct
- ensure that the load chart is present in the cab of the PME and that it shows the capacity loads at various radii and boom angles
- ensure that the PME has sufficient capacities to lift the load within the current configuration capacity
- confirm that all operating aids and safety devices are operational; inform the Cenovus site representative of any bypassed or overridden safety devices
- check that the site is adequately prepared for the PME considering ground/soil preparations, access and clearances, underground utilities, matting
- check that all hazards have been identified, e.g., overhead powerlines, pipelines and other underground utilities, stationary equipment, culverts, ditches, etc.
- identify and understand hazards that could adversely affect PME operation or bystanders, and:
  - inform the supervisor of the actual or potential presence of those conditions
  - cease operations if an unsafe situation or condition is present, including loss of communication with spotter
- cease operations if an unsafe situation or condition is present including loss of communication with spotter or unauthorized personnel within the exclusion zone
- use the OEM checklist to inspect the PME
- where feasible, support the planning of all lifts
- obtain appropriate safe work permits and approvals prior to PME operation
- participate in the Field Level Hazard Assessment (FLHA), or equivalent, and pre-lift meeting held prior to all PME operations
- follow applicable lock out/tag out procedures to safe the equipment when required for maintenance
- ensure that all controls are in the off or neutral position, and that all personnel are in the clear before energizing the PME or starting the engine
- maintain complete focus on task while operating the equipment controls
- test the equipment function controls that shall be used, and operate only if the controls respond properly

- take adequate care that the equipment controls are not inadvertently engaged
- avoid wearing loose-fitted clothing; ensure sufficient clearance to prevent inadvertently engaging equipment controls
- wear seatbelts whenever the PME is in operation (as installed and applicable)
- maintain direct visual contact with and/or use a spotter to observe each outrigger during extension, setting, and retraction
- verify plan and signals with spotter prior to execution and respond to such signals
- when a spotter is not required, the operator is responsible for PME movement
- the PME operator shall always obey a stop signal, regardless of who gives it

Spotter

A spotter, also known as a signaler, is used to guide the PME operator during equipment movement in areas where visibility is limited due to blind spots, fixed asset layout, or environmental conditions. Spotters help ensure safe PME operation by providing clear direction and communication to the operator.

Spotter responsibilities include but are not limited to:

- Use pre-established visual or auditory signals to guide equipment operators. All signals shall be mutually understood and agreed upon.
- Remain in the operator's line of sight and maintain a clear view of the equipment's intended path.
- Wear reflective vests, armlets, or jackets to be easily identifiable.
- Do not perform other tasks while acting as a spotter. Constant attention is required to monitor surroundings and equipment movement.
- Continuously scan for potential hazards such as crush points, blind spots, or other moving equipment.
- Stand in a safe location, away from the equipment's swing path or travel route, while maintaining visibility.
- Immediately signal the operator to stop if any unsafe condition arises or if the spotter loses visibility.
- When visual signals are ineffective, use radios or other audible devices to communicate.