



# Health & Safety Standard

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Version	Description
1.20	Updated to include selection tool

For interim version details see section 8 Revision history.

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# 1 Purpose

This Standard outlines the requirements and process for identifying positions within Cenovus that are deemed to be safety sensitive.

# 2 Application

This standard applies to all **workers** performing work on a Cenovus **Company premise**. Workers in **safety sensitive positions** (SSP) have specific requirements under the Alcohol and Drug Program and in the **Work Health Standard**. To ensure the proper application of this program, safety sensitive positions must be consistently identified.

**Suppliers** are expected to have their own safety sensitive position standard that meets or exceeds the requirements of this standard.

# 3 Roles and responsibilities

**Table 1: Roles and responsibilities**

Role	Responsibility
Workers	Workers are responsible to know and understand their designation as safety sensitive, as it applies.
Leaders	Leaders, in consultation with HR, are responsible for the designation of safety sensitive positions within their workforce.
Human Resources (HR)	HR is responsible for ensuring the consistent application of the safety sensitive designation across Cenovus's <b>employees</b> .
Health & Safety (H&S)	H&S is responsible for providing and assisting in application of the criteria for safety sensitive positions in accordance with the Alcohol and Drug Program, Work Health Standard, and industry best practices.

# 4 Requirements

A **Safety Sensitive Position** (SSP) is defined as any role in which impairment of an individual's ability to perform their **primary job function**(s) could result in one or more of the following:

- A significant incident (severity level  $\geq 3$ ), or
- An improper or inadequate response to a potentially significant incident, or
- Compromised emergency response decision-making due to a lack of fitness for duty.

A primary job function refers to the main tasks and responsibilities that are essential to a particular position. These are the core tasks a worker is expected to perform as part of their role. Primary job function does not include voluntary duties.

Cenovus leaders, H&S representatives, and HR will collaborate to identify and designate safety sensitive positions within Cenovus.

The selection tool below shall be used to identify safety sensitive positions:

## 5 SSP Selection Tool

**Table 2: Safety Sensitive Position Selection Tool**

Work Activity	Criteria	Work Environment	
		Non-operational assets	Operating assets, New Construction, Labs, Warehouses, Workshops
Work Activity	Used to determine when a role should be classified as safety sensitive or non-safety sensitive.	Non-operational assets	Safety Sensitive
	<b>Safety critical roles</b> are automatically deemed safety sensitive		
	Emergency response team including auxiliary response members (as primary job function, not voluntary)		
	Leaders who directly supervise workers who are designated as safety sensitive (limited to one level up)		
	Transportation Activities <ul style="list-style-type: none"> <li>• Positions critical to safe railway operations (safety critical position)</li> <li>• Operating a commercial vehicle with a combined weight of more than 4,500 kg</li> <li>• Operating powered mobile equipment &amp; heavy equipment</li> <li>• Transporting products or hazardous goods</li> </ul>		
	Workers with primary roles in these functions: <ul style="list-style-type: none"> <li>• Construction/Projects</li> <li>• Operations and Maintenance</li> <li>• Turnarounds</li> <li>• Well Delivery</li> </ul>		
	Office / enabling functions / non-operational roles		Non-Safety Sensitive

### Safety Sensitive Classification – Additional Evaluation Criteria

If the safety sensitive selection tool does not clearly support the classification of a position, further evaluation is required. This evaluation must consider the credible consequences of an error in judgment during the execution of tasks associated with the role's primary job function.

Specifically, assess the position against each of the requirements of a safety sensitive position as outlined in **Section 4** of this standard.

**If the answer to any of those considerations is yes, then the position shall be considered safety sensitive.**

Once an employee is identified for a safety sensitive position, they must:

- understand and acknowledge their designation as safety sensitive
- complete the pre-employment assessment process and subsequent periodic health assessments
- review and complete the Fit for Duty policy commitment in LMS

This requirement applies to:

- new employees entering safety sensitive roles
- current employees transitioning from non-safety sensitive to safety sensitive positions

## 6 Compliance and enforcement

### 6.1 Exceptions

Any exceptions shall be subject a separate evaluation by the hiring leader, H&S and HR.

## 7 References

**Table 3: Internal governing references**

Document title or link	Relevance
Alcohol & Drug Standard	Corporate standard
Alcohol and Drug Testing Procedure	Health and Safety Procedure - 0003-000023
Canadian Leader's Fit for Duty Guide	Health and Safety Guidance - 0003-000034
Fit for Duty Policy	Corporate Policy
Work Health Standard	Corporate Standard
Risk Matrix	Cenovus Risk Matrix

## 8 Revision History

**Table 4: Revision history**

Version	Date	Description
1.00	September 23, 2022	Issued for use
1.10	November 3, 2022	Adjusted role title from Supervisor to Leader and made minor formatting adjustments.
1.11	November 1, 2024	Updated effective date, revision history table and put on a one-year review cycle.
1.20	January 6, 2026	Updated section 5 to include selection criteria tool and improved definition for safety sensitive positions