

Supplemental HSE Requirements – Conventional



SUPPLEMENTARY HSE REQUIREMENTS

This appendix defines the **Conventional business unit specific HSE requirements** to be complied with by the Supplier while performing services on **Conventional locations**. In some cases, the requirements listed below are in addition to, or in replacement of the noted HSE Schedule. If clarification is required, please contact your Cenovus representative. For further information on Cenovus processes and minimum requirements, refer to HSE documents available on Cenovus.com under Current Suppliers.

ORIENTATION and TRAINING

The requirements below are in addition to HSE Schedule 3.3 Sections 18, 19, and 30.

The following courses are required to access any Conventional Work Sites:

- Conventional Operations Orientation – Course ID: 506
- Cenovus Safety Orientation – Course ID: 404
- Life Saving Rules Introduction – Course ID: 336
- Western Canada Upstream (WCU) Permit Receiver – Course ID: 423
 - **NOTE:** The Permit Receiver course is only required for those personnel who will be receiving work permits on behalf of their company.
- All workers must have a valid first aid ticket that is equal to or greater than Intermediate First Aid.
- H₂S Alive – (Energy Safety Canada H₂S Alive, *substitute courses are not permitted*)
- WHMIS
- TDG, if applicable to the work scope
- Any other certificates that pertain to your specific work activities.

NOTE: To complete the Cenovus provided orientations and training, visit cenovuslearns.com available at Supplier Orientation & Training – Cenovus.com.

When asked for locations, ensure “Conventional” is selected:

Select / validate the location(s) where you work at cenovus:			
☐ Asia Pacific	☐ Athabasca	☐ Atlantic Region	☐ Bruderheim
☐ Calgary	☐ Cenovus Asphalt	☐ Christina Lake	☐ Christina Lake North
☐ Cold Lake Office	☒ Conventional	☐ Foster Creek	☐ Husky Midstream
☐ Lima Refinery	☐ Lloyd Diesel Truck Loading	☐ Lloydminster Operations	☐ Lloydminster Refinery
☐ Lloydminster Upgrader	☐ Minnedosa	☐ Narrows Lake	☐ Saskatoon Lab
☐ Sunrise	☐ Superior Refinery	☐ Telephone Lake	☐ Toledo
☐ Well Delivery	☐ Other		

WORK AUTHORIZATION AND PERMITTING

The requirements below are in addition to HSE Schedule 3.3 Section 21.

- Permit receiver must be physically present for the duration of the permitted scope of work
- Physical copies of fully authorized work permits must be available on location at all times.
 - Electronic or emailed permits are acceptable when operations has remotely issued permit directly to the worker / crew.

PERSONAL PROTECTIVE EQUIPMENT (PPE)

The requirements below are in addition to HSE Schedule 3.3 Section 35.

- Hooded garments are only allowed when utilized to mitigate task-specific hazards and included on a hazard assessment (e.g., rainwear, exposure protection)
 - Hoodies are prohibited on all locations
- Anti-slip traction aids must be worn when snow or ice conditions present the potential for slips and falls.
- All suppliers working in Conventional hazardous location must have the following:
 - A four head (CO, H₂S, O₂, LEL) personal gas monitor that has been bumped and calibrated in accordance with manufacturers specifications
 - FR outerwear with high visibility striping
 - Striping must contain a single horizontal stripe around torso and limbs, double vertical stripes on chest, and continuous over the shoulder with an X on the back – added for clarification
 - Hard hat
 - Hard hats must be secured with tethers, chin straps, or other effective means when working at heights above 40 feet.
 - In British Columbia, chin straps are required when working above 10 feet.
 - Hard toed footwear that provides above the ankle support
 - Hand protection appropriate to work scope hazards
 - Eye Protection appropriate to work scope hazards
- Be clean shaven. Long hair to be secured.

The supplier must ensure PPE is appropriate for the task and meets minimum Cenovus requirements and applicable Standards.

FITNESS FOR WORK

The requirements below are in addition to HSE Schedule 3.3 Section 7.

- Workers and supervisors on Cenovus sites will not exceed 24 consecutive days worked.
- Days of rest must follow applicable jurisdictional requirements.

DRIVING

The requirements below are in addition to HSE Schedule 3.3 Section 37.

- All vehicles must have a first aid kit that meets or exceeds jurisdictional requirements
- All vehicles must be equipped with a minimum 80 BC fire extinguisher
- All vehicles on radio-controlled roads must have a functioning radio and call kilometers
- Off-Highway Vehicles (OHV) (UTV, ATV, AUV, Ski-doo, Argo, etc.. Minimum equipment includes:
 - Head lamp
 - Tail lamp
 - Muffler
 - Fire Extinguisher
 - Safety Helmets MUST be worn
 - If ROPS equipped, a seat belt must be worn except when operating on water
 - Valid operator's training certificate

INCIDENT MANAGEMENT

The requirements below are in addition to HSE Schedule 3.3 Section 15.

- All incidents must be verbally reported immediately to the Cenovus Representative.
 - Initial incident reports must be submitted within 48 hours.
 - Formal investigations must be submitted within 30 days unless extended durations are approved.

WORK AT HEIGHTS

The requirements below are in addition to HSE Schedule 3.3 Section 23.

- Fall protection must be utilized at 3m (10 ft) or higher, unless there is an unusual possibility of injury falling from a lower height.

CONFINED SPACE

The requirements below are in addition to HSE Schedule 3.3 Section 24.

- Documented Emergency Response Plans must be in place before starting confined space work scopes.
- Competent rescuers must be available prior to work beginning.
- Workers must have valid confined space entry training.

DROPPED OBJECTS

The requirements below are in addition to HSE Schedule 3.3 Section 55.

- All suppliers who work at heights must have a drops program in place including worker training.
- Where the potential for dropped objects exists, exclusion zones must be implemented and monitored.

CHEMICAL MANAGEMENT

The requirements below are general site-specific requirements as per HSE Schedule 3.3 Section 56

- Chlorinated brake cleaners containing tetrachloroethylene are prohibited on all locations (e.g., Red Brakleen)