## **REDACTED VERSION**

# PEMBINA

## **EMERGENCY RESPONSE PLAN**

### ALL PEMBINA PERSONNEL HAVE THE RESPONSIBILITY AND AUTHORITY TO ACTIVATE THIS PLAN

Document	What does it contain?	Location
CORPORATE EMERGENCY RESPONSE PLAN (ERP)	<ul> <li>General emergency response information relevant across the company.</li> <li>The plan contains details pertaining to:</li> <li>Corporate Incident Classification Matrix</li> <li>Regulatory reporting requirements</li> <li>Public protection measures</li> <li>Responder roles and responsibilities</li> <li>Post incident actions</li> </ul>	PART 1 <mark>BLUE TAB</mark>
DISTRICT/AREA OR SYSTEM SUPPLEMENTS	<ul> <li>District/Area or System Supplements are maintained separately from the Corporate ERP. Supplements contain information that may be common throughout a geographical operating area or the entirety of a pipeline system, including: <ul> <li>Internal and external contact information</li> <li>Support services and mutual aid</li> <li>Pembina owned response equipment</li> </ul> </li> <li>For plans containing a single asset (facility or pipeline system), the following details may also be common throughout the geographical operating area or the entirety of the pipeline system, eliminating the need for an asset specific addendum: <ul> <li>Site description and overview of operations</li> <li>Technical data</li> <li>Maps</li> </ul> </li> </ul>	PART 2 <mark>GREEN TAB</mark>
ASSET OR SPECIFIC ADDENDUMS	<ul> <li>Asset specific addendums include details specific to an individual site within an operating area, such as:</li> <li>Site description and overview of operations</li> <li>Technical data</li> <li>Maps</li> </ul>	PART 3 YELLOW TAB Where Required
SUPPORTING DOCUMENTS	<ul> <li>Additional documents maintained independently from the ERP that provide additional supporting details, such as:</li> <li>Spill control point data sheets</li> <li>Site specific procedures</li> <li>Fire safety and/or pre-plans</li> <li>Office evacuation plans</li> <li>Supplemental plans or bridging documents for newly constructed or acquired assets</li> <li>Where large data sets exist, Supporting Documents may be housed in separate binders.</li> </ul>	PART 4 <mark>ORANGE TAB</mark>

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# CORPORATE EMERGENCY RESPONSE PLAN (CANADA)

## PEMBINA EMERGENCY RESPONSE LINE 1-800-360-4706

Select details have been removed throughout this document to protect private and/or confidential information. This may include names, phone numbers, addresses, equipment details, locations of surface installments, and information collected during public consultation activities.

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> This document is not intended for external distribution without approval from the Emergency & Continuity Management Program (ECMP).

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## PREFACE

## Purpose

The purpose of this Corporate Emergency Response Plan (**Corporate ERP**) is to provide guidance and direction to Pembina personnel to ensure effective response actions during emergencies, to aid in the prevention of injury to employees, emergency responders, and members of the public, and to minimize impacts to the environment, property, and infrastructure.

## Application

The Pembina **Corporate ERP** applies to Pembina Pipeline Corporation and each of its subsidiaries and/or entities operating within Canada (excluding marine operations), including but not limited



These entities are collectively referred to as **Pembina** in this plan.

## Scope

The **Corporate ERP** serves as Pembina's foundational emergency response plan and includes emergency response information relevant to Canadian operations (excluding Marine Terminals) and is applicable to all sites and pipeline systems operated by Pembina, within Canada.

The **Corporate ERP** has been developed in partnership with Pembina stakeholders and response personnel to ensure the document contains helpful and relevant information. The **Corporate ERP** has been prepared to ensure compliance to applicable regulations and reporting requirements.

The **Corporate ERP** is supported by Pembina's **Emergency & Business Continuity Management Program (ECMP)**, which is a component of Pembina's **Operating Management System (OMS)** Framework and works in conjunction with other OMS documentation, including the *(CER) Operations and Maintenance Manual*. The **Corporate ERP** also works in conjunction with District/Area or System Plans, and their applicable asset specific details. These plans are reviewed and maintained independently from the **Corporate ERP**.

Responders are responsible for reviewing and familiarizing themselves with the contents of the **Corporate ERP**, their related duties and responsibilities, as well as the associated District/Area or System Plan(s), applicable to their working area(s).

### All Pembina personnel have the responsibility and authority to activate this Plan.

## Document Navigation

Operating Management System (OMS) Emergency & Continuity Management Program (ECMP) **Pembina Operations** Marine Terminal Operations (Excluding Marine Terminals) Corporate Oil Handling Facility (OHF) Plan(s) Business Continuity Plan Emergency Response Plan (Canada or US) District/Area or ion Emergency Plan (OPEP te Specific Fire dum(s) ecific Fire ise Plan(s) Specific Fire fety Plan(s) te Specific Fire afety Plan(s) Site Specific Rail Security Plan(s)\* Specific Rai \*Plans maintained under the Security Management Program

Pembina emergency response documentation is organized as follows:

## Introduction

Pembina operations include liquid transportation pipelines, gas gathering and processing infrastructure, and midstream and marketing services within Canada and into the USA.

Pembina is committed to protecting the health and safety of workers, the public, and safeguarding the environment and property. Pembina places a strong focus on emergency management through its **Emergency & Continuity Management Program (ECMP)** which includes detailed standards and processes for continued emergency management activities including planning, prevention, preparedness, response, and recovery.

Emergency Management includes, among others:

- Hazard identification and risk assessment
- Emergency response planning
- Emergency response training and exercises
- Stakeholder liaison, public awareness, and engagement
- Incident response and public protection
- First Responder liaison, awareness, and engagement
- Participation in area Mutual Aid groups
- Business continuity planning

The Pembina emergency response framework is based on the **Incident Command System (ICS)** – ICS principals, implementation methodologies, roles and responsibilities, and associated tools and guides to facilitate incident response activities, are discussed throughout this document. Pembina utilizes a competency-based training and exercise framework to ensure Pembina's emergency response personnel have appropriate qualifications to perform their duties, as required.

Additional information on Pembina's ECMP, including governing standards, procedures, and tools, is available on *The Pipeline*.

## Distribution Record

#### Internal Distribution

The **Corporate ERP** is readily available to employees in electronic format on *The Pipeline*. Personnel are encouraged to use *The Pipeline* to access the **Corporate ERP**.

Distribution will be maintained with the applicable District/Area or System Supplement(s).

#### **External Distribution**

The **Corporate ERP** is distributed as a stand-alone document to the following external agencies:



Other applicable government/regulatory agencies will receive a copy of the **Corporate ERP** in electronic format with applicable District/Area or System Supplement(s) enclosed, as required. Distribution lists for these agencies will be maintained with the applicable District/Area or System Supplement(s).

## Revision Record

Those responsible for the implementation of the **Emergency & Continuity Management Program (ECMP),** in coordination with the appropriate Operations staff, shall be responsible for the maintenance of the **Corporate ERP**. The **Corporate ERP** will be reviewed as required, and on a regular basis to ensure compliance with applicable regulations.

Revised plans will be distributed to noted plan holders who are responsible for destroying the outdated plans and advising **Emergency & Continuity Management** staff once complete.

The below table details historical revisions to the **Corporate ERP** for a period of five years, in accordance with applicable regulations and Pembina's document retention policy.

Date	Version	<b>Revision Details</b> (reference type of revision, i.e., annual or regular)
Prior to 2019		Archived as required
February 28, 2019	1.0	Corporate Plan review – no amendments required at this time
April 9, 2019	1.1	Annual Review and Update included minor revisions specific to OGC regulations and guidance.
April 26, 2019	1.2	Regular Update to the table of Contents and the addition of a Glossary
February 15, 2020	2.0	Annual Review and Update completed, and re-development of the Corporate Emergency Management Plan completed.
May 1, 2020	2.1	Minor Revision and Update to include the Corporate Incident Classification Matrix and the regulatory Levels of Emergency.
August 25, 2020	2.2	Minor Revision and Update to include PKM entities.
January 31, 2021	3.0	Annual Review and Update completed. Removed all U.S. references.
April 15, 2021	3.1	Minor Revision to include Aux Sable Canada Ltd. and a revision to the Corporate Incident Classification Matrix.
November 1, 2021	3.2	Regular Update to entities in Application section
January 15, 2022	4.0	Annual Review and Update completed.
January 15, 2023	5.0	Annual Review and Update completed.
January 31, 2024	6.0	Annual Review and Update completed. Validated Federal/Provincial notification matrices. Updated where required to address changes to regulatory requirements.
January 31, 2025	7.0	Annual Review and update completed. Update to external document references where required.

## Revision Request Form

If you find any errors in this Plan, or if you become aware of regulatory or industry procedural changes, please document the information and forward to Pembina's **Emergency & Continuity Management Program** for inclusion in the next update. Send to:

Pembina Pipeline Corporation 4000, 585 – 8 Avenue SW

Calgary, AB T2P 1G1

Emergency.Management@pembina.com

PLAN REVIS	ION IDENTIF	ICATION INFORM	ATION		
PLAN NAME:					
VERSION NUMBER/DATE:	SECTION N	UMBER:	PAGE NUMBER:		
REVISION REQUESTED BY:		ORGANIZATION:			
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REVIEWED/APPROVED BY:			VE ACTION NUMBER:		
If not approved, provide explanation and date follow up communication to Requestor completed:					
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## 1.0 INCIDENT ONSET AND PLAN ACTIVATION

All incidents, accidents, events, or crises that occur during Pembina's operations have the potential to impact the safety and wellbeing of people, property, the environment, or Pembina's finances or reputation. This includes events occurring at, near, or with the potential to affect, **Pembina** owned and/or operated assets. It is critical for all potential or verified emergencies to be quickly assessed and addressed to ensure the appropriate emergency response actions are taken and resources are mobilized, as required.

### All Pembina personnel have the responsibility and authority to activate this Plan.

**Pembina** requires all potential emergencies be reported to the **Sherwood Park Control Centre (SPCC)**, and to the appropriate regulatory body, as required. **Pembina** has resources across its operational areas which can be dispatched to provide direction and support to local personnel during an emergency.

Refer to the applicable District/Area or System Supplement(s) for asset specific information, emergency contact details, local response/safety equipment, and resource listings.

## 1.1 Activation Procedure Overview

The following diagram has been adapted from the *ECMP Activation Procedure* and details how to activate Pembina's **Incident Management Team (IMT)**. This process is applied to all Business Units (BUs) and Service Units (SUs) within **Pembina**, excluding the Alliance Pipeline System, which follows a slightly modified Alliance specific procedure.

Refer to the *ECMP Activation and Response Standard and the Activation Procedure* on **The Pipeline** for further details, including process maps, role specific actions and checklists. For area specific contacts and information, refer to the applicable District/Area or System Supplement(s).

#### **Standard Activation Procedure**

#### CORPORATE EMERGENCY RESPONSE PLAN (CANADA)

Version Date: January 2025 Version: 7.0

#### **Alliance Specific Activation Procedure**

#### CORPORATE EMERGENCY RESPONSE PLAN (CANADA)

Version Date: January 2025 Version: 7.0

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## 1.2 Event Notification and Validation

The detection of an incident may occur through several mechanisms including notice by the SPCC, during routine operations and maintenance activities and/or monitoring by the operator, or by notification from a regulator, Third Party operator/contractor, or member of the public.

**Once a potential incident is detected, efforts to validate the event begin immediately.** Depending on the number and type of indicators, the SPCC may initiate shut down procedures remotely to prevent possible escalation or other compounding factors. Subsequent visual confirmation may be required, and resources are dispatched accordingly.

Additional details and processes related to event notification are available in *ECMP Activation Procedure*.

## 1.3 Activation and Establishment of the ICP

Once an incident has been verified, the **Field On-Call** must activate the Plan and establish the **Incident Command Post (ICP)**, as appropriate. The established **Incident Commander (IC)** will be in charge and responsible for the overall coordination and direction of response activities until one of the following occurs:

- Transfer of Command, and the IC is relieved
- The IC is relieved by an external authority who will assume command (i.e., a regulator, local authority)
- Incident is stood down

Local **Field Responders** are most likely to be first on scene and are responsible for tactical response actions such as Pembina's *Initial On-Site Actions*.

**Regional Response Team (RRT)** members, trained to plan and execute response activities during an incident, may be deployed to fill additional ICS roles within the ICP.

If the IC determines the incident warrants additional support, they may request the activation of individuals assigned to the **Incident Technical Response Team (ITRT).** The ITRT is a collection of personnel that provide subject matter expertise during a response. They may be physically located at the ICP or provide support remotely from another location.

Additional details and processes related to initiating an ICS response, assessment of the site/scene, and activating the ICP are available in the *ECMP Activation Procedure* and the *Command Post and Role Specific Guides.* 

Additional details pertaining to roles and responsibilities are available in <u>Section 3.0 Emergency</u> <u>Response Roles and Responsibilities</u> and supporting *Command Post and Role Specific Guides*.

## 1.4 Activation of the Emergency Coordination Centre

The **Emergency Coordination Centre (ECC)**, led by the **Emergency Coordination Manager (ECM)**, provides coordinated, corporate support and resources to assist the ICP in the planning and execution of response activities.

Additional details pertaining to roles and responsibilities are available in <u>Section 3.0 Emergency</u> <u>Response Roles and Responsibilities</u> and supporting *Command Post and Role Specific Guides*.

## 1.5 Crisis Management Team

The **Crisis Management Team (CMT)** is a cross-functional team of Senior Executives who are well positioned to act in accordance with Pembina's risk tolerance and stakeholder expectations and is responsible for assessing the need to declare a Crisis.

Additional details pertaining to the processes and procedures followed by the CMT are located in the *Crisis Management Plan*.

## 1.6 Security Threat Response Assessment

An incident may require security or criminal elements be assessed. The IC or ECM, in conjunction with **Corporate Security** Technical Specialists within the ITRT or the ECC, will initiate a *Security Threat Assessment*, as required.

## 1.7 Corporate Incident Classification

Pembina's OMS *Hazard Identification & Risk Assessment Standard* outlines requirements, considerations, and processes to systematically identify and evaluate the hazards and risks associated with Pembina's operations.

The **Corporate Incident Classification** is determined using the *Corporate Incident Classification Matrix,* which is adapted from the OMS *Corporate Risk Matrix.* 

#### Corporate Incident Classification Matrix 1.7.1

#### **STEP 1 - Estimate the Severity Score:**

Severity Score	Descriptor	Health & Safety	Environmental and Regulatory	Financial	Operational	Reputation
5	Extreme	Multiple loss of life and/or serious long-term health implications as a result of the company's actions.	Major long term (10+ years) widespread environmental incident. Significant long-term mitigation required. Loss of license to operate.	Earnings or Capital Impact greater than \$1 Billion.	Major break with lengthy response time and extensive damage.	Sustained negative campaign against the company. Investment withdrawal. Business critical stakeholders withdraw their support (lenders, insurers, institutional investors, governments) International coverage.
4	Major	Single loss of life and/or long- term occupational health implications as a result of the company's actions.	Long term (5-10 years) environmental damage. Offsite release with significant pollution/contamination. Regulator suspends asset.	Earnings or Capital Impact between \$100M & \$1B.	A critical event with a long recovery period which stretches plans to the limit and requires significant management effort to endure. Major failure, quickly controlled, major damage.	Long-term negative focus and/or sustained concerns raised by multiple key stakeholders. Prolonged area attention/difficult to resolve.
3	Moderate	Lost time injury and/or Restricted duty injury, and/or Short-term occupational illness.	Onsite release outside designed containment (1-5 years). Significant cleanup efforts required. Non-compliance resulting in enforcement.	Earnings or Capital Impact between \$10M & \$100M.	A significant event which can be managed through existing processes. Major failure, quickly controlled, minor damage.	Medium-term negative focus. Short term credibility concern/quickly resolved. Brief area attention.
2	Minor	Medical Aid, and/or Minor occupational illness.	Onsite release within designed containment (1 year). Minor cleanup efforts required. Reportable to regulator.	Earnings or Capital Impact between \$1M and \$10M.	Impact of event requires actions that can be managed through existing processes. Minor failure, quickly controlled, loss.	Short-term negative focus. Isolated incidents/resolvable.
1	Insignificant	First aid or report only (no injury)	Controlled or minor non- reportable release.	Earnings or Capital Impact less than \$1 Million.	Impact of event can be absorbed through normal activity. Minor Incident.	Minimal impact on public. No stakeholder attention.

#### Low (L)

- Mitigations and/or management activities properly designed and operating.
- Routine procedures in place to address abnormal operations.
- No further mitigation required.
- Activation of the Regional Response Team (RRT) or the Incident Technical Response Team (ITRT) is not required.
- Activation of the Emergency Coordination Centre (ECC) is not required.
- Activation of the Crisis Management Team (CMT) is not required.

#### Medium (M)

- Mitigations and/or management activities in place but may not be routine.
- No further mitigation required where controls are verified to be working as intended.
- Incident shall be reported to the District Manager or the Director, Engineering or Operations if controls are not deemed to be working as intended.
- Activation of the RRT and the ITRT is required.
- Activation of the ECC may not be required.
- Activation of the CMT is not required.

#### High (H)

- Incident Response continues even after controls and treatment strategies are in place.
- Further treatments and controls need to be evaluated considering the specifics of the incident.
- Activation of the RRT and the ITRT is required.
- Activation of the ECC is required.
- Notification to the CMT is required, although activation may not be required.

Note: The Corporate Incident Classification Matrix is based on the OMS Corporate Risk Matrix.





#### STEP 2 - Assess the Likelihood of Escalation Score:

scriptor	Description
lmost ertain	The incident is uncontrolled and there is little chance of bringing the hazard under control in the near term. External assistance is required to bring the event under control. The event is escalating, or it is highly likely the event will escalate.
₋ikely	Imminent and/or intermittent control is possible in the near term using internal and external resources. It is likely the incident will escalate further.
ossible	Incident is under control or control is probable in the near term. It is possible that the incident will escalate further.
nlikely	The incident is controlled, or control is imminent. It is unlikely that the incident will escalate further.
Rare	The incident is controlled, or control is imminent. Escalation is highly unlikely. There is no chance of additional hazards.

#### **STEP 3 - Determine the Corporate Incident Classification:**

М	М	н	VH	VH
м	м	н	н	VH
L	м	м	н	н
L	L	м	м	м
L	L	L	L	м
Α	В	С	D	E
	Likelihoo	d of Escalat	ion Score	

#### Very High (VH)

- Incident Response continues even after controls and treatment strategies are in place.
- Further treatments and controls are required.
- Activation of the RRT and the ITRT is required.
- Activation of the ECC is required.
- Activation of the CMT is required.

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## 1.8 Regulatory Notifications

Details on required immediate (verbal) and subsequent regulatory reporting are available in <u>Section 5.0 Regulatory Support and Reporting.</u>

*Spill Reporting Release Charts*, maintained under Pembina's Environment Management Program, guide reporting requirements in response to the release of solid, liquid, or gaseous substances or compounds that have environmental impacts. The most current version of these documents can be found on *The Pipeline*.

For interprovincial or cross-border incidents, ensure you review the reporting requirements for all involved jurisdictions, including applicable Federal notice/reporting requirements.

## 1.9 Incident Priorities

The priorities by which **Pembina** responds to an incident are constant regardless of the incident.

- 1. Life and Safety
- 2. Incident Stabilization
- 3. Conservation of property and the environment
- 4. Political and economic considerations
- 5. Conservation of Pembina's reputation

## 1.10 Incident Site Worker Protection

The IC (or Safety Officer, if activated) is responsible for ensuring appropriate safety measures are in place to protect site workers and **Pembina** response personnel. Responsibilities also include hazard assessment, anticipating, detecting, and correcting unsafe situations, and if required, assigning a Site Security Supervisor/Group to monitor security aspects of the response effort at the field level.

Additional details are available in <u>Section 3.0 Emergency Response Roles and Responsibilities</u>. Responders are also encouraged to seek further information from relevant **Pembina** personnel / **Subject Matter Experts (SME)**.

## 1.11 Emergency Management Tools

## 1.11.1 The Pipeline

**The Pipeline** is Pembina's intranet site. It hosts a variety of information including corporate contacts and directories, regional and asset information, site drawings and diagrams, equipment inventories, functional / service area information, digital copies of the ERPs, and associated tools and resources.

### 1.11.2 Geocortex

*Geocortex* is Pembina's internal GIS Application for viewing and searching Pembina's assets and locations, as well as viewing spatial information including roads, water bodies, spill control points and data sheets, equipment caches, foreign pipelines and facilities, First Nations boundaries, environmental layers, and other datasets. *Geocortex* is available through *The Pipeline*.

Responders are encouraged to use *Geocortex* during response activities.

### 1.11.3 Live Asset / Technical Data

Live operational asset and technical data is available on *Geocortex* and readily available to responders during incidents. Basic asset and technical data are also available in the applicable ERP supplement(s) or addendum(s).

#### 1.11.4 Emergency Response Equipment Inventories by Location

Responders are encouraged to use *The Pipeline* or *Geocortex* to review Pembina's Emergency Response Equipment inventories by location.

#### 1.11.5 Additional Supporting Response Documents

Document Name	Description
Initial On-Site Actions	Provides initial on-site actions for first responders
ECMP Activation Procedure	Provides supplemental information about Pembina's activation process.
Command Post & Role Specific Guides	Provides supplemental information on the establishment, maintenance, and response activities coordinated from the various Command Centres.
Spill Control Point Data	Provides response strategies and tactics specific to a pre-identified spill
Sheets	control point.
SPCC Emergency Response	Provides guidance to Sherwood Park Control Centre (SPCC) personnel
Operating Guide	on their roles and responsibilities during an emergency.

The following guides are available in electronic format on *The Pipeline*.

## 1.12 Downgrading the Incident

**Pembina** will make the decision to downgrade the **Regulatory Level of Emergency** as appropriate, in consultation with the applicable regulator(s).

The **Corporate Incident Classification** may be reviewed and amended throughout the incident by the **Incident Commander**.

Refer to <u>Section 8.0 Post Incident and Recovery Actions</u> for further information on downgrading and/or standing down the incident.

## 2.0 PREPAREDNESS ACTIVITIES

## 2.1 Training Requirements

The objective of staff training is to ensure incident response personnel have the knowledge, skills, and abilities to initiate and sustain the appropriate response actions. Personnel assigned duties within the ICS organization receive training to ensure they are competent and/or appropriately qualified for those duties. At a minimum, it is Pembina's expectation these individuals are familiar with the **Corporate ERP**, applicable supplemental plan(s) for their area(s) of operations, as well as the authority and accountabilities of their potential response role(s). **Pembina** Emergency Management training consists of the following:

- Awareness of the Corporate ERP and supplemental plan(s)
- Incident Command System (ICS) training, including roles and responsibilities
- Identification of public protection measures during an emergency and
- Review of communication methods and processes (internal/external)

**Pembina** has established emergency management specific training pathways for **Pembina** responders. These pathways are additional to the training individuals may require as part of their substantive position in the company. For example, an Operations Supervisor or Foreman will need operations training appropriate to their day-to-day job. However, as Supervisors will likely assume a role during emergencies, they will also require emergency management training for their assigned emergency role.

Local first responders are considered out of scope of Pembina's training framework, however, they are provided emergency response information and/or plans, as required or requested. In addition, liaison / engagement activities are conducted to ensure they are familiar with Pembina's operations and have a general awareness of response requirements.

Further information on training and exercise requirements is available in the appropriate **Emergency Management & Continuity Program (ECMP)** documents. Training records are available in Pembina's **Learning Management System (LMS)**.

## 2.2 Exercise Requirements

**Pembina** conducts a broad range of emergency response exercises to test and validate plans, evaluate responder competency and/or qualification, and assess response capability, capacity, and resource allotment.

Exercises are designed to test objectives and identify gaps in plans, processes, procedures and training; ensuring ongoing continuous improvement to the ECMP. Scenarios are developed based on potential hazards that could impact the operations of a specific area, site or, system and may include, but are not limited to, a product release, fire, explosion, medical event, and/or a security threat. Exercises are scheduled on an annual basis; type and frequency are established according to applicable regulatory requirements and best practices. Exercise reports are produced following each session and are maintained by the ECMP. Further information is available in the appropriate ECMP documents.

## 2.3 Stakeholder Liaison and Public Awareness

**Pembina** conducts liaison and public awareness / engagement activities to educate stakeholders on Pembina's assets and operations including applicable hazards; planning zones; public protection measures; preparedness and emergency response actions; as appropriate to the area, as required.

The scope of liaison / public awareness activities varies – frequency and type of activity is dependent on jurisdictional requirements, asset characteristics (e.g., Province, or sour operations, respectively), and stakeholder type. Stakeholders may include local first responders, government or regulatory agencies, public officials and/or other agencies, and public or affected parties within identified planning zones. Stakeholders may also include excavators / contractors. For more information refer to Pembina's **Damage Prevention and Public Awareness (DPPA) Program** on *The Pipeline*.

Information may be communicated through consultations (in person or telephone), project-specific newsletters, public information packages, and open house(s), as appropriate.

## 2.4 Emergency Management Program Administration

Pembina's ECMP establishes the requirements for development, implementation, maintenance, and evaluation of emergency management activities. The ECMP establishes the framework for emergency preparedness, planning, response, and recovery activities. The **Corporate ERP** and supplemental documents are supported and administered as per defined program standards.

## 2.4.1 Program Documentation and Records

Pembina's OMS sets out minimum requirements for ECMP documentation and records management. This includes processes for ECMP document and record identification, preparation, maintenance, storage, security, preservation, retrieval and disposition.

## 2.4.2 Management of Change (MOC)

Administrative changes (changes to a policy, standard, process, or procedure) within the ECMP will follow the guidance outlined in the OMS *Document Control Management Standard*.

## 2.4.3 Mutual Aid Agreements

**Pembina** participates in mutual aid and / or other emergency services agreements. Where developed, copies of specific mutual aid agreements will be referenced in the applicable supplements and/or addendums, as required.

## 3.0 EMERGENCY RESPONSE ROLES & RESPONSIBILITIES

This section outlines the roles and responsibilities for personnel who will be assigned specific emergency response tasks in the event of an emergency. Although these emergency response tasks are written specifically for certain response positions, they are not intended to be a closed list of duties that might be required. Tasks are the responsibility of the **Incident Commander (IC)** and/or Section Chief(s) until tasks are assumed or delegated to additional roles as an incident becomes larger, expanding the structure.

All response personnel must clearly understand their assigned duties. Response personnel who are assigned duties must communicate with their designated alternate to coordinate the transfer of duties.

## 3.1 Incident Command System

Pembina's emergency response management approach is based on the **Incident Command System (ICS)** to ensure a coordinated and organized response to emergencies. ICS is a standardized emergency management system specifically designed to allow users to adopt and integrate an organizational structure equal to the complexities and demands of single or multiple/concurrent incidents without being hindered by jurisdictional boundaries.

The ICS structure is an effective means of coordinating emergency response, resources, and personnel from multiple responding organizations and agencies. **Pembina** emergency response personnel are trained in ICS principles and practices.

A list of ICS Forms and other documentation tools can be found in Appendix - Forms.

## 3.1.1 Unified Command Organization

**Pembina** will enter **Unified Command**, as required. If it is determined that UC is needed, Incident Commanders representing agencies or jurisdictions that share responsibility for the incident manage the response from a single ICP. **Unified Command** allows agencies with different legal, geographic, and functional authorities and responsibilities to work together effectively, without affecting individual agency authority, responsibility, or accountability.

## 3.2 ICS Organization Charts

The ICS structure can expand or contract to meet the needs of the incident. Emergency response teams are activated depending on the scope and complexity of the incident, **Corporate Incident Classification**, **Regulatory Level of Emergency**, and anticipated resource needs. The scale and complexity of the emergency can vary from requiring one person (the IC) to the entire **Incident Management Team (IMT)**. Regardless of the size, the IC is responsible for the overall management and response of the emergency.

See the following page for an example of an ICS organization at **Pembina**.

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## 3.3 ICS Roles and Responsibilities

Members of the IMT will be activated as required, depending on the nature and severity of the situation. Where appropriate, third parties may fill or supplement these roles, as required.

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	Incident Co	mmander (IC)		
Potential Designates	- · ·	District Manager, Senior Area / Plant Manager, Area Supervisor, Area / Plant Foreman or designated member of the RRT		
Forms / Tools	_	201 Incident Briefing Form, 202 Incident Objective, 209 Incident Status, 214a Individual Activity Log		
R	Role	Responsibilities		
The IC is responsible for providing direction and		Ensure initial notifications of the incident are performed and initiate the opening of the ICP.		
-	rall requirements of the	Determine the Corporate Incident Classification and/or validate Regulatory Level of Emergency.		
incident and determine direction for responder		Develop and prioritize incident objectives.		
necessary Command ar	plished by identifying the nd General Staff functions sponse, setting priorities, and constraints,	Develop and manage the ICP organizational structure including sourcing additional support to deliver the incident objectives.		
developing response ob critical information req decisions, determining	uirements, making key	Ensure plans are developed to respond to the incident.		
	o Command and General	Monitor progress of the action plan against the objectives.		
The IC may have one or report directly to the IC		Ensure regular information updates are provided to the ECC, when established.		
have the same qualifica	qualifications as the IC and can En	Ensure internal and external communications are accurate.		
		If necessary, act within the <b>Unified</b> <b>Command</b> structure for the incident.		
Digital versi	•	<i>uide</i> for further details. <i>line</i> . Hard copies are available in the ICP.		

## 3.3.1 Incident Commander

## 3.3.2 Liaison Officer

	Liaison Officer				
Potential Designates Field / Plant Personnel or designated member of the RRT or ITRT					
Reports to	Incident Commander	Incident Commander			
Forms / Tools	201 Incident Briefing Form, 202 214a Individual Activity Log	201 Incident Briefing Form, 202 Incident Objective Form, 214a Individual Activity Log			
	Role	Responsibilities			
		Conduct regulatory notifications as required by the incident. Report <b>Regulatory Level of</b> <b>Emergency</b> , using appropriate matrix, where required (AB/BC).			
The Liaison Officer serves as the primary contact for stakeholders and representatives of other agencies to provide input on incident related matters. External stakeholders, and/or representatives from agencies and organizations coordinate through the Liaison Officer. These stakeholders will vary according to the type of incident but may include regulators, emergency services, municipal, provincial and federal		Coordinate all activities of external stakeholders, agencies and organizations present in the ICP.			
		Represent the concerns and objectives of all external stakeholders, agencies and organizations to the IMT throughout the planning process.			
jurisdictions, and private		Record all correspondence with external stakeholders, agencies and organizations.			
objectives to the IMT throughout the planning process.		Provide regular updates to all external stakeholders, agencies and organizations.			
		Maintaining a list of assisting and cooperating agencies and agency representatives.			
	See complete <i>Role Guide</i> for				
Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.					

## 3.3.3 Public Information Officer (PIO)

Public Information Officer (PIO)					
Potential Designates	Field / Plant Personnel or designated member of the RRT or ITRT				
Reports to	Incident Commander				
Forms / Tools	201 Incident Briefing Form, 214a Individual Activity Log				
Role		Responsibilities			
The PIO is responsible for developing and releasing information about the incident to the media, to the public, to incident personnel, <b>Pembina</b> employees and to other appropriate agencies and organizations. If required, the IC may request a Communications SME be deployed as part of the ITRT to take on the PIO role.		Advise the IC on all public information matters relating to the incident.			
		Identify key information that needs to be communicated externally and internally.			
		Act as the point of contact for all public information issues from external agencies and organizations involved in the response.			
		Ensure the IC verifies the accuracy of information produced by the PIO.			
		Disseminate authorized messages across the response using the most effective means available.			
See complete <i>Role Guide</i> for further details.					
Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.					

## 3.3.4 Safety Officer

Safety Officer					
Potential Designates	Area Safety Advisor or designated member of the RRT or ITRT				
Reports to	Incident Commander				
Forms / Tools	201 Incident Briefing Form, 202 Incident Objectives, 206 Medical Plan, 208 Safety Plan, 214a Individual Activity Log, Hazard Assessment / 215a Safety Analysis				
Role		Responsibilities			
The Safety Officer develops and recommends measures to ensure personnel safety and occupational health of not only response workers, but also the public. This is done using Pembina's normal safety procedures and information in the Plan.		Assess the health and safety of personnel impacted by a response and advise the IC on issues regarding safety.			
		Identify and mitigate hazardous situations.			
		Develop and recommend measures for assuring personnel and public safety.			
They anticipate, recognize, assess, and control hazardous and unsafe conditions or situations. If the incident requires response personnel to conduct activities outside routine <b>Pembina</b> activities, the Safety Officer will develop mitigation strategies to ensure the continued safety of response personnel and members of the public. If necessary, they develop a specific Incident Safety Plan to cover all activities relating to the response. They may also be required to review and approve the Medical Plan.		Assess the strategies and tactics to be implemented and develop safety strategies to ensure the safety of responders.			
		If necessary, develop an incident specific Safety Plan.			
		Exercise emergency authority to stop and prevent unsafe acts.			
		Investigate accidents that have occurred within the incident area.			
		Staff and organize the safety function to ensure the safety of responders and the public.			
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.					

Operations Section Chief				
Potential Designates	Operations / Plant Foreman or Supervisor or designated member of the RRT			
Reports to	Incident Commander			
Forms / Tools	201 Incident Briefing Form, 204 Assignments List, 214a Individual Activity Log, 215 Operational Planning Worksheet			
	Role	Responsibilities		
The Operations Section Chief is responsible for managing all tactical operations at an incident. They will identify, assign and supervise all the resources needed to accomplish the incident objectives.		Developing and organizing the Operations Section to deliver the objectives considering operational efficiency, personnel safety and adequate Span of Control.		
During the planning process, the Operations Section Chief also directs the preparation of strategies and tactics required to execute the Incident Action Plan (IAP), requests or releases resources and monitors /		Managing and ensuring the safety of tactical operations.		
		Developing the operations portion of the IAP.		
	the incident objectives.	Supervising the execution of the operations portions of the IAP.		
The exact structure of the Operations Section will vary according to the needs of the incident. Typically, for every objective developed, a unit in the Operations Section would be established to deliver the objective. As a result, the Operations Section can grow quite large quite quickly. The Operations Section Chief must maintain an effective Span of Control throughout (min3/max7) and this may require restructuring the Operations Section. This can be done using: Branches, Divisions, Groups, Strike Teams, Task Forces or Single Resources. Each of these organizational elements will have a supervisor appointed to it, who reports only to their respective supervisor.		Requesting additional resources to support tactical operations.		
		Approving the release of resources from active operational assignments.		
		Maintaining close contact with the IC, Command Staff, Operations personnel and other agencies involved in the incident.		
		During the execution of the IAP, the Operations Section Chief may make or approve changes to the plan but must inform the IC immediately of these changes.		

## 3.3.5 Operations Section Chief

If required, the Operations Section Chief may activate the following subunits to assist in the execution of objectives:

- Staging Areas: These are established for the temporary location of available resources prior to deployment
- Public Protection Branch: Established to ensure the safety of the public and stakeholders
- Response Branch: Established to conduct all containment and clean-up activities in the event of a spill or release
- Security Branch: Established to conduct tactical security activities such as security of evacuated areas

Each of the Branches may activate additional groups to meet the needs of the incident if required.

#### See complete *Role Guide* for further details. Digital version is available at *The Pipeline*. Hard copies are available in the ICP.

	Logistics Section Chief			
Potential Designates	Field or Plant Personnel or designated member of the RRT			
Reports to	Incident Commander			
Forms / Tools	<b>General:</b> 201 Incident Briefing Form, 214a Individual Activity Log, 215 Operational Planning Worksheet		As required / large scale incident: 205 Incident Radio Communications Plan, 206 Medical Plan, 208 Safety Plan	
Role			Responsibilities	
		Service Branch:		
The Logistics Section C responsible for providi services, people, and n support of the incident participate in the deve implementation of the Plan (IAP) and supervis and units within the Lo The Logistics Section m into two Branches: Service Branch: Respo	ng facilities, naterial in They lopment and Incident Action e the branches gistics Section. nay be divided	<ul> <li>across the response</li> <li>Ensures IT sys</li> <li>Establishes a l</li> <li>Develops a 20 IAP.</li> <li>Medical Unit: Provides first responders</li> <li>Develops a 20</li> <li>Food Unit: Provides</li> </ul>	tems are operational. ink with the ECC. 5 Communications Plan if required for the vides medical services to the responders. aid and transportation to injured 6 Medical Plan if required for the IAP. es food to the responders. er to all responders, in the ICP, the field	
providing medical, IT, o		Support Branch:		
and food to the respon		Supply Unit: Orde	rs the resources required to deliver the	
response. <b>Support Branch:</b> Responsible for the sourcing and delivery of equipment, material and workers, and the establishment / maintenance of facilities to support the response. Branches are normally established to assist with span of control. When Branches are established, the Branch Director reports directly to the Logistics Section Chief.		<ul> <li>strategies and tactics.</li> <li>Orders all resources required to keep the response going.</li> <li>Stores supplies for the incident.</li> <li>Maintains an inventory of supplies.</li> <li>Facilities Unit: Responsible for the running of all facilities associated with the response.</li> <li>Locates and lays out the ICP and camps.</li> <li>Maintains the ICP and camps.</li> <li>Provides security at the ICP and camps.</li> <li>Ground Support Unit: Provides transportation, fuel and equipment maintenance services.</li> <li>Maintains resource equipment.</li> <li>Provides fuel for responders.</li> <li>Provides transportation services for responders.</li> </ul>		
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pineline</i> . Hard conies are available in the ICP				

## 3.3.6 Logistics Section Chief

Digital version is available at *The Pipeline*. Hard copies are available in the ICP.
## 3.3.7 Planning Section Chief

	P	lanning Section C	hief	
Potential Designates	Field or Plant Personnel or designated member of the RRT			
Reports to	Incident Commander			
Forms / Tools	General: 201 Incident Briefing Form, 207 Organizational Chart, 214a Individual Activity Log, 215 Operational Planning Worksheet		Later in the Incident: 202 Incident Objectives, 203 Organizational Assignments List, 204 Assignments List, 205 Incident Ra Communications Plan, 206 Medical Pl 208 Safety Plan	
Role			Responsibilities	
		Maintaining and	nning cycle is adhered to. displaying situation status.	
The Planning Section C all planning activity wit		intelligence.	anaging all incident -related data and	
facilitate the ICP plann produce the 201 Incide	ing process and		P including documenting, assembling, ribution of the IAP.	
and subsequent Incide			native strategies.	
(IAP) which includes th validated by the IC.	e objectives	Providing a primary location for technical specialists assigned to an incident.		
They also provide essential information regarding the organization, work assignments, and resources for the		Providing documentation services.		
		Tracking and ide	ntifying resource shortages.	
		Maintaining resource status.		
		Preparing the De	mobilization Plan.	
<ul> <li>assignments, and resources for the planned operational period.</li> <li>One of the most important functions of the Planning Section Chief is to look beyond the current and next operational period and anticipate potential problems or events. Technical experts may supplement the planning section to assist with the development of plans. The Planning Section is busy through the entire incident life-cycle. Therefore, the Planning Section Chief may activate additional units to assist in the delivery of the planning function.</li> </ul>		<ul> <li>Situation Uninformation</li> <li>Documentatiand maintair</li> <li>Demobilizatiand orderly or response.</li> <li>Mapping Uninformation</li> <li>Environmentiand develops</li> <li>Resources Uian incident a</li> <li>Technical Spinology</li> </ul>	tion may activate the following if requi it: Collects, prepares and displays about the response. ion Unit: Prepares the Incident Action is all incident documentation. ion Unit: Develops the plan for the safe onward movement of resources used ir it: Generates incident-specific mapping t Unit: Advises on environmental impace s environment related plans. nit: Establishes the check-in procedure ind tracks the status of key resources. ecialist Unit: Provides an initial location echnical Specialists.	Plan e n the g. cts for
Digital vers	•	te <i>Role Guide</i> for f <i>The Pipeline</i> . Harc	urther details. I copies are available in the ICP.	

	Finance and Adn	ninistration Section Chief	
Potential Designates	Field Administration or	r designated member of the RRT	
Reports to	Incident Commander		
Forms / Tools	201 Incident Briefing Form, 214a Individual Activity Log; 215 Operational Planning Worksheet		
Rc	ole	Responsibilities	
		Managing all the financial aspects of an incident.	
The Finance and Admir is responsible for mana cost analysis aspects of	iging all financial and	Providing financial and cost-analysis information, as requested.	
There are four function	is that are fulfilled by	Ensuring compensation and claims are addressed.	
the Finance and Admin Unless these are activa	ted, the Finance and	Gathering pertinent information from briefings with other support agencies.	
Administration Section Chief will need to perform all these functions: <b>Time Unit:</b> responsible for ensuring the accurate recording of daily personnel time, compliance with specific agency time recording policies, and managing commissary operations if established at the incident.		Developing an operating plan for the Finance and Administration Section to organize/staff section supply and support needs.	
		Determining the need to set-up and operate an incident commissary.	
		Meeting with other support Agency Representatives, as needed.	
<b>Procurement Unit:</b> responsible for all financial matters pertaining to vendor		Maintaining regular contact with the ECC on finance matters.	
contracts, leases, and f	-	Ensuring all incident related documents are properly prepared and completed.	
<b>Compensation/Claims Unit:</b> responsible for all injury related compensation and claims made against <b>Pembina</b> during the response.		Briefing the Command and General Staff on incident related financial issues needing attention or follow-up.	
Cost Unit: ensures the	proper identification	Provide input to the Incident IAP.	
of all equipment and p payment, records all co prepares estimates of i maintains accurate rec	ersonnel requiring ost data, analyzes and ncident costs, and	In the case of multi-jurisdictional incidents where <b>Unified Command</b> is established, representatives from other agencies may be assigned to work in t Finance and Administration Section. Coordination with these agencies and agreement of how information will be tracked is essential.	he
Disital	•	e Guide for further details.	

#### Finance/Administration Section Chief 3.3.8

Digital version is available at *The Pipeline*. Hard copies are available in the ICP.

	Staging A	rea Manager	
Potential Designates	Field or Plant Personnel, Contract Safety or Security Company		
Reports to	Operations Section Chief		
Forms / Tools	_	201 Incident Briefing Form, Incident Action Plan, 211 Check-In List, 214a Individual Activity Log, Public Information Scripts	
	Role	Responsibilities	
The Steering Area Man	agar actablishes the	Establishing the staging area.	
The Staging Area Mana Staging Area and subse resources within it that	equently manages the	Coordinating and managing resources in the staging area.	
awaiting tactical assignment. On the direction of the Operations Section Chief, the Staging Area Manager organizes resources into Strike Teams and Task Forces. The Staging Area Manager provides briefings on the current situation and if necessary, allocated tasks to Strike Teams and Task Forces prior to deployment. The Staging Area Manager will work closely with		<ul> <li>Providing briefings to the resources at the Staging Area covering:</li> <li>The current situation.</li> <li>Likely tasks to be executed.</li> <li>Safety procedures to be used.</li> </ul>	
		Organizing resources into Strike Teams and Task Forces.	
		Ensuring Resources are checked into the incident.	
	Command and General cking of information and rces is conducted	Ensuring resources arriving at the staging area match those that have been ordered.	
efficiently. This include Enabling the check	es: -in procedure on behalf	Ensuring the security at the site is maintained.	
Acting as a goods r	ction Resources Unit. receiving station on behalf ction Resources Unit.	Providing regular updates to the Operations Section Chief on the status and availability of resources in the staging area.	
Digital vers	•	<i>uide</i> for further details. <i>line</i> . Hard copies are available in the ICP.	

## 3.3.9 Staging Area Manager

## 3.3.10 Safety Watch

	Safet	y Watch	
Potential Designates	Field or Plant Personnel, G	Contract Safety or Security Company	
Reports to	Operations Section Chief		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log Public Information Scripts		.og,
	Role	Responsibilities	
The Safety Watch Lead operations carried out	er ensures the tactical during the response are	Ensuring the safe conduct of tactical operations.	
<ul><li>safety procedures. This</li><li>Providing safety or</li></ul>	ientations to third parties	Ensuring tactical operations are conducted in accordance with normal <b>Pembina</b> safety procedures and / or the Incident Safety Plan.	
<ul> <li>involved in the response.</li> <li>Reviewing certifications.</li> <li>Ensuring mutual aid partners and contractors procedures meet or exceed <b>Pembina</b> procedures.</li> <li>The support and observation of tactical actions being conducted to ensure they are being completed safely.</li> <li>Identification and mitigation of hazards present at an incident site or facility.</li> </ul>		Ensuring enough safety personnel are available to support and observe tactical operations.	
		Providing orientations to response personnel.	
		Reviewing certifications.	
More than one person all the responsibilities of	may be required to fulfill of Safety Watch during a	Ensuring mutual aid partners and contractors conduct activities in a manner that meets or exceeds Pembina's safety procedures.	
individuals to specific (	Vatch Leader will assign Groups within the ivities are conducted as	Identification and mitigation of hazards during the response.	
safely as possible. The Safety Watch Lead to them has the author	er or any person assigned rity to stop any unsafe	Providing regular updates to the Operations Section Chief on the safe conduct of operations during the response.	
acts.	-	Stopping unsafe acts.	
Digital vers	See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.		

### 3.3.11 Response Branch Director

	Response Branch Directo	or	
Potential Designates	Field or Plant Personnel, Contract SME		
Reports to	Operations Section Chief		
Forms / Tools	201 Incident Briefing Form, Incident Ac Public Information Scripts	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log Public Information Scripts	
	Role	Responsibilities	
The Response Branch E all on-site response act	Director implements and coordinates ivities.	Implementing any response and recovery measures required.	
Response Branch Direct Response Branch and a an effective span of con <b>Vessel Group:</b> Coordina	e Operations Section Chief, the tor determines the structure of the activates functional Groups to maintain ntrol. These Groups may include: ates and supervises the activity of all	Recommending strategies and tactics to the Operations Section Chief on how to respond to an incident.	
product on water.	the containment and recovery of oordinates and implements all land-	Ensuring all response and	
based containment activities. <b>Recovery Group:</b> Coordinates and implements all clean-up and recovery-based activities.		recovery activities are conducted in a safe manner.	
<b>Ignition Group:</b> If ignition criteria are met, implements the ignition of any plume.		Maintaining an effective structure for the Response	
<b>Air Operations Group:</b> Coordinates the deployment of all air assets (fixed wing, helicopter, drone) in support of the response.		Branch.	
contracted third partie and mutual aid partner have to coordinate the	y be conducted by <b>Pembina</b> personnel, s, regulatory bodies, local authorities rs. The Response Branch Director may tactical actions of all agencies	Managing the information gathered by the Groups within the Response Branch.	
implementation of pub	ent. Director is also responsible for blic protection measures at the site. Sures could be implemented by:	Coordinating and directing the activities of the Groups within the Response Branch.	
<ul><li>e.g. Roadblock Gro</li><li>Activating a Public</li></ul>	al functional Groups. up within the Response Branch. Protection Branch, reporting to the , to deliver the required public es.	Providing regular updates to the Operations Section Chief on the status of response activities.	
<ul> <li>Activating addition</li> <li>e.g. Roadblock Gro</li> <li>Activating a Public Operations Section</li> </ul>	al functional Groups. up within the Response Branch. Protection Branch, reporting to the I, to deliver the required public	Operations Section Chief on the status of response activities.	

#### See complete *Role Guide* for further details. Digital version is available at *The Pipeline*. Hard copies are available in the ICP.

## 3.3.12 Vessel Group Supervisor

	Vessel Gro	up Supervisor	
Potential Designates	Field or Plant Personnel, Contract SME		
Reports to	Response Branch Director		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log Public Information Scripts		.og,
	Role	Responsibilities	
The Vessel Group Supervisor coordinates all on water activity to contain and clean a spill to reduce the environmental impact. They may have to coordinate this activity over a wide geographical area incorporating multiple spill control points.		Ensuring the safe conduct all on water activity.	
		Implementing strategies and tactics for the defined spill control points.	
The Vessel Group Supervisor implements the defined strategies provided by the Asset Specific Plan, Spill Control Point Data Sheet and any additional strategies developed by the Response Branch Director. The Vessel Group may contain a large number of resources that operate over a dispersed area. Consequently, the management of the Vessel Group structure and maintaining an efficient span of control, is a key element in successfully delivering the role.		Coordinating all Vessel Group activity.	
		Providing regular updates to the Response Branch Director on the progress of Vessel Group activities.	
		Managing the Vessel Group structure and ensuring an effective span of control is maintained throughout the response.	
The Vessel Group Supervisor ensures that proper decontamination procedures are followed.		Ensuring proper decontamination procedures are followed.	
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

	Containment (	Group Supervisor	
Potential Designates	Field or Plant Personnel, C	Field or Plant Personnel, Contract SME	
Reports to	Response Branch Director		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log Public Information Scripts		.og,
	Role	Responsibilities	
The Containment Grou and implements all lan	p Supervisor coordinates d-based containment	Ensuring the safe conduct all Containment Group activity.	
activities. In the event waterway the Contain will coordinate and sup	ment Group Supervisor	Implementing strategies and tactics for the site(s).	
anchors and booms at spill control points. This will require coordination with the Vessel Group		Coordinating all Containment Group activity.	
Supervisor. The Containment Group Supervisor implements the defined strategies provided by the Asset Specific Plan, Spill Control Point Data Sheet and any additional strategies developed by the Response Branch Director. The Containment Group may contain a large number of resources that operate over a dispersed area. Consequently, the management of the Containment Group structure and maintaining an efficient span of control, is as key element in successfully delivering the role.		Providing regular updates to the Response Branch Director on the progress of Containment Group activities.	
		Managing the Containment Group Structure and ensuring an effective span of control is maintained throughout the response.	
		Ensuring proper decontamination procedures are followed and contaminated equipment is delivered to decontamination crews before leaving the site.	
Digital vers	See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.		

## 3.3.14 Recovery Group Supervisor

	Rec	overy Group Supervisor	
Potential Designates	Field or Plant Personnel, Contract SME		
Reports to	Response Branch Director		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log, Public Information Scripts		
Role		Responsibilities	
The Recovery Group Supervisor coordinates and implements all clean- up and recovery-based activities. They		Ensuring the safe conduct all clean-up and recovery activities.	
may have to coordinate over a wide geographic	e this activity cal area	Implementing strategies and tactics defined by the Response Branch Director.	
incorporating multiple locations.		Coordinating all Recovery Group activity.	
The Recovery Group Supervisor implements the strategies provided by the Response Branch Director. The		Providing regular updates to the Response Branch Director on the progress of Recovery Group activities.	
the Response Branch Director. The management of the Recovery Group structure and maintaining an efficient span of control, is as key element in successfully delivering this role.		<ul> <li>Managing the Recovery Group structure and ensuring an effective span of control is maintained throughout the response. This may include establishing:</li> <li>Waste Unit</li> <li>Shoreline Units</li> </ul>	
The Recovery Group Su ensures that all necess	ary	<ul><li>Decontamination Unit</li><li>Site Access Control Unit</li></ul>	
decontamination procedures are established and correctly utilized across all response activities.		Ensuring all necessary decontamination procedures are implemented at relevant incident locations.	
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

## 3.3.15 Ignition Group Supervisor

	Ignition Group Supervisor	•	
Potential Designates	Field or Plant Personnel, Contract SME		
Reports to	Response Branch Director		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Lo Public Information Scripts		.og,
	Role	Responsibilities	
	pervisor coordinates and implements the fignition criteria are met.	Ensuring the safe conduct ignition.	
<ul> <li>Note:</li> <li>If an immediate threat to human life exists and there is not sufficient time to evacuate the IIZ, PAZ or EPZ, qualified onsite personnel are authorized to ignite the release.</li> <li>The decision to ignite will be fully supported by <b>Pembina</b> as long as the decision-making process has been followed and documented.</li> <li>However, if time permits, consultation with the Operations Section Chief, IC, ECM, and Regulator should be conducted.</li> </ul>		Ensuring only qualified personnel ignite the release.	
		Documenting all activities and decisions made by the Ignition Group.	
		Providing regular updates to the Response Branch Director on the progress of Ignition Group activities.	
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

## 3.3.16 Air Operations Group Supervisor

	Air Operations Gro	oup Supervisor	
Potential Designates	Field or Plant Personnel, Contract SME		
Reports to	Response Branch Director		
Forms / Tools	<b>.</b> .	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log, Public Information Scripts, 220 Air Operations Summary	
	Role	Responsibilities	
the deployment of all a	oup Supervisor coordinates hir assets (fixed wing, upport of the response.	Coordinating all Air Operations Group activity.	
•	up Supervisor establishes s from which air assets can	Scheduling of air asset use.	
operate. The specialist nature of the Air Operations Group means vendors providing air assets provide their own fuel and maintenance. The Air		Monitoring of air asset utilization.	
Operations Supervisor will oversee these logistical elements of the Group.		Establishment and maintenance of locations from which air assets can operate.	
	ervisor schedules flights and	operate.	
advises the Response Branch Director on the utilization of air assets. The Air Operations Supervisor does <b>NOT</b> conduct air traffic control. Only suitably qualified third-party		Providing regular updates to the Response Branch Director on the progress of Air Operations Group activities.	
personnel can conduct this task. See complete <i>Role Guide</i> for further details.			
Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

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### 3.3.17 Public Protection Branch Director

	Public Protectio	on Branch Director	
Potential Designates	Field or Plant Personnel / Contract SME / First Responder or Local Authority		ty
Reports to	Operations Section Chief		
Forms / Tools	201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log Public Information Scripts		.og,
	Role	Responsibilities	
The Public Protection Branch Director is responsible for implementing all public protection measures during a response. In consultation with the Operations Section Chief,		Determining the public protection measures required to ensure the safety of the public and stakeholders impacted by the incident.	
Branch required to ens	e of the Public Protection ure public safety.	<ul> <li>The planning and implementation of public protection measures which may include the establishment of:</li> <li>Roadblocks.</li> </ul>	
This may include settin groups:	g up the following	<ul><li>Air monitoring.</li><li>Notification of the public and</li></ul>	
Roadblock Group: Con	trol access into the EPZ.	stakeholders.	
<b>Rover and Evacuation Group:</b> Locate personnel within the EPZ and assist with the evacuation of residents.		<ul> <li>Ensuring the impacted area is clear of members of the public.</li> <li>Providing evacuation assistance to persons impacted by the incident.</li> </ul>	
<b>Notification Group:</b> Notify impacted residences and businesses to provide public safety instructions.		<ul> <li>Coordination of activities at the Reception Centre(s) established to house displaced members of the public.</li> </ul>	
<b>Air Monitoring Group:</b> Acquiring and providing air quality readings to the Public Protection Branch Director.		Maintaining an effective structure for the Public Protection Branch.	
-	<b>up:</b> Responsible for liaising activities at a <b>Reception</b>	Managing the information gathered by the Groups within the Public Protection Branch.	
The Public Protection E the Operations Section	Branch Director reports to Chief in the ICP who will	Coordinating and directing the activities of the Groups within the Public Protection Branch.	
provide tasks for the b The Public Protection E people so maintaining control is essential.	Branch can contain many	Providing regular updates to the Operations Section Chief on the status of public protection measures across the response.	
See complete <i>Role Guide</i> for further details.			

Digital version is available at *The Pipeline*. Hard copies are available in the ICP.

## 3.3.18 Roadblock Group Supervisor

Roadblock Group Supervisor			
Potential Designates	Field or Plant Personnel / Contract SME / First Responder or Local Authority		ty
Reports to	Public Protection Branch Director		
Forms / Tools	201 Incident Briefing Form, Incident Public Information Scripts	: Action Plan, 214a Individual Activity I	.og,
	Role	Responsibilities	
assigned roadblock pos	re responsible for maintaining sitions, controlling access into an on with transients. If necessary, r Monitoring stations	Coordinating and directing the activities of personnel within the Roadblock Group.	
	adblocks are determined by the	Controlling access into and out of any controlled areas.	
Public Protection Branch Director. However, they may delegate the identification of roadblock locations to the Roadblock Group Supervisor.		Ensuring the logging of details for all personnel entering and leaving the controlled area.	
A key role is to record and report who is entering and leaving the controlled area. Impacted personnel inside the controlled area will be informed by the Notification Group so it is essential to confirm if they have left. Other personnel will require access into the controlled area such		Providing regular updates to the Public Protection Branch Director on personnel who have entered of left the controlled area.	
as emergency services or response personnel. The recording of entry into, and out of, controlled areas is vital in ensuring the safety of the public and responders.		Providing Air Monitoring results to the Public Protection Director as required.	
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

## 3.3.19 Rover/Evacuation Group Supervisor

	Rover/Evacuation Group Supervisor			
Potential Designates	Field or Plant Personnel / Contract SME / First Responder or Local Authority			
Reports to	Public Protection Branch Director			
Forms / Tools		201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log, Public Information Scripts		
Role		Responsibilities		
The Rover and Evacuat to assigned locations to	•	Coordinating and directing the activities of personnel within the Rover and Evacuation Group.		
and provide public safe	•	Assisting those who need evacuation assistance.		
Difficult terrain and large areas may require the Rover and Evacuation Group		Clearing locations where telephone contact cannot be made.		
to utilize helicopters or drones to locate members of the public in controlled areas. If necessary, they will provide assistance with evacuation.		Locating and notifying transients and seasonal/casual area users of the emergency and appropriate actions.		
		Monitoring activity within the EPZ.		
Locating, evacuating and accounting for personnel in controlled areas is a vital task to ensure public safety. Therefore, information needs to be accurately recorded and passed frequently to the Public Protection Branch Director.		Posting notices on empty vehicles or buildings notifying occupants of an evacuation in progress.		
		Providing regular updates to the Public Protection Branch Director on the status of personnel within the EPZ.		
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.				

## 3.3.20 Notification Group Supervisor (Telephoners)

	Notification Group Su	upervisor (Telephoners)	
Potential Designates	Field or Plant Personnel / Contract SME or Emergency & Continuity Management SME		
Reports to	Public Protection Branch	Public Protection Branch Director	
Forms / Tools	201 Incident Briefing Forn Notification Scripts, Public	n, Incident Action Plan, 214a Individual Activity L c Information Scripts	.og,
Ĩ	Role	Responsibilities	
-	Supervisor is responsible bers of the public located	Coordinating and directing the activities of personnel within the Notification Group.	
Through manual ca	be conducted in two d notification system. Illing of personnel listed versions of the Asset	Ensuring members of the public are provided the appropriate public protection messages.	
Personnel who may red	quire notification may	Logging and tracking the status of resident notifications throughout the response.	
coordinate). <ul> <li>Trappers, Guides /</li> <li>Grazing Lease / Alle</li> </ul> Note: Information pert an EPZ who may require	ng other oil and gas gging, farming etc. d Recreation Areas. Intact local authority to Outfitters. Dutfitters. Dotment Holders. aining to residents within re notification of an event	Providing regular updates to the Public Protection Branch Director on the status of residents within the impacted area. This includes: Those requiring assistance. Residents who cannot be contacted. Residents who are not in the area. Residents who are at or moving to a <b>Reception Centre.</b>	
	ation are contained in the sset Specific Plan marked t Data.	Maintaining contact with residents throughout the response.	
Digital vers	See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.		

## 3.3.21 Air Monitoring Group Supervisor

	Air Monitoring Group S	Supervisor	
Potential Designates	Field or Plant Personnel / Contrac	t SME	
Reports to	Public Protection Branch Director		
Forms / Tools	201 Incident Briefing Form, Incide Public Information Scripts	nt Action Plan, 214a Individual Activity I	.og,
	Role	Responsibilities	
and providing air qualit directly using <b>Pembina</b> parties contracted to p Multiple responders w	ithin the Public Protection Branch	Coordinating and directing the activities of personnel within the Air Monitoring Group, including any subcontracted third parties or mutual aid partners.	
may also provide air monitoring results through their own personal monitors. The Air Quality Group is responsible for coordinating all these results and producing a single consolidated report. H <sub>2</sub> S, SO <sub>2</sub> , LEL or other toxic substance concentrations are monitored continuously during an incident response.		Providing regular, consolidated reports to the Public Protection Branch Director on the results of Air Monitoring across the response area.	
It is crucial that Air Mo	nitors continuously update the characteristic continuously update the characteristic continuously update the characteristic content of the characteristic co	Tracking vapor plumes (if required).	
results. If air monitoring readings show high levels of $H_2S$ , $SO_2$ , or LEL the Public Protection Branch Director may need to initiate evacuation / shelter of additional residences, change the location of the roadblocks, or ignite the release.		Monitoring Air Quality at the boundary of any urban centre potentially impacted by a release.	
Digital vers	See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.		

### 3.3.22 Reception Centre Group Supervisor

	Reception Centre Group Supervisor		
Potential Designates	Field or Plant Personnel / Contract SME / First Responder or Local Authority		ty
Reports to	Public Protection Branch Director		
Forms / Tools	201 Incident Briefing Form, Incide Public Information Scripts	nt Action Plan, 214a Individual Activity L	og,
	Role	Responsibilities	
vary depending on if the establish the Reception	tion Centre	Liaison with the Local Authority Reception Centre Manager.	
In most cases, the <b>Reception Centre</b> will be established by the Local Authority. In these cases, the Reception Centre Group will coordinate with the Local Authority Reception Centre Manager and exchange incident information. This includes the incident status and number of evacuees expected.		Coordinating and directing the activities of <b>Pembina</b> personnel within the Reception Centre Group.	
<b>Centre</b> , the Reception activity, including estal	ishes their own <b>Reception</b> Centre Group will coordinate all plishing accommodation, feeding,	Logging all personnel who arrive at the <b>Reception Centre</b> .	
<ul> <li>activity, including establishing accommodation, feeding, communication and documentation for compensation purposes.</li> <li>No matter who establishes a <b>Reception Centre</b> the following apply: <ul> <li>In order to account for evacuees, close coordination within the Public Protection Branch will be required.</li> <li>Community relations support should be requested as part of the ITRT.</li> </ul> </li> </ul>		Providing regular updates to the Public Protection Branch Director on: The status of activities at the <b>Reception Centre.</b> Residents who have arrived at the <b>Reception Centre.</b>	
Digital vers	See complete <i>Role Guide</i> for ion is available at <i>The Pipeline</i> . Har		

## 3.3.23 Security Branch Director

	Security B	ranch Director	
Potential Designates	Field or Plant Personnel	Contract SME	
Reports to	<b>Operations Section Chief</b>		
Forms / Tools	201 Incident Briefing For Public Information Script	m, Incident Action Plan, 214a Individual Activity L s	og,
R	ole	Responsibilities	
<ul> <li>The Security Group Supervisor coordinates all security activities all incident facilities. These could include:</li> <li>Staging Areas</li> <li>Reception Centres</li> </ul>		Implementing and coordinating security measures.	
•	nting security measures	Ensuring only authorized personnel have access to the response location.	
and controlling access. A Security Group Super Security Branch Director Security Groups and Security Group	rvisor reports to the or.	Implementing strategies and tactics for the defined security locations.	
If necessary, Security B allocated to other elen aid in efficient comman	ranch Units may be nents of the response to nd and control of the a Staging Area Security	Coordinating all Security Group / Unit activity.	
	Security Unit Leader oup Supervisor is used.	Reporting all interactions with the public or media to their supervisor.	
The Security Unit Leaders report to the relevant Group supervisor rather than the Security Branch Director. The roles and responsibilities of a Security Group Supervisor and a Security Unit Leader are identical, only their assigned supervisor differs.		Providing regular updates to their assigned supervisor on the progress of Security Group / Unit activities.	
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

3.3.24	Search Group Supervisor
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	Search Group Supervisor			
Potential Designates	Field or Plant Personnel / Contract SME / First Responder or Local Authority		ty	
Reports to	Security Branch Director			
Forms / Tools	201 Incident Briefing Forn Public Information Scripts	n, Incident Action Plan, 214a Individual Activity L	.og,	
F	Role	Responsibilities		
	ervisor coordinates and activities required during	Planning how a search will be conducted.		
This may include searching for missing personnel and / or confirming the existence of threats to personnel, equipment or facilities. If searching for people, the Search Group may be required to		Ensuring the safety of Search Group personnel.		
conduct evacuation of injured personnel identified during the search.		Coordinating Search Group activities.		
The Search Group Supervisor plans the conduct of the search and coordinates personnel conducting the search. The Search Group Supervisor reports to the Security Branch Director.		Providing regular updates to the Security Branch Director on the progress of Search Group activities.		
See complete <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.				

	Evacuated Area a	and Public Property Group Supervisor		
Potential Designates	Field or Plant Per	Field or Plant Personnel / Contract SME / First Responder or Local Authority		
Reports to	Security Branch I	Security Branch Director		
Forms / Tools		201 Incident Briefing Form, Incident Action Plan, 214a Individual Activity Log, Public Information Scripts		
Role		Responsibilities		
The Public Property an Area Group Supervisor security of controlled a	maintains	Coordinating and directing the activities of personnel within the Public Property and Evacuated Area Group.		
public property within area.		Controlling access into and out of controlled areas.		
A key role is to record and report who is entering and leaving the controlled area. Other personnel will require access into the controlled area such as emergency services or response personnel. The recording of entry into, and out of, controlled areas is vital in ensuring the both the safety and security of the public and responders.		Maintaining security of all public property within the controlled area.		
		Ensuring the logging of details for all personnel entering and leaving the controlled area.		
		Providing regular updates to the Security Branch Director on personnel who have entered or left the controlled area.		
Digital vers	See Role Guide for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ICP.			

## 3.3.25 Evacuated Area and Public Property Group Supervisor

Em	ergency Coordination Manage	er (ECM) or Deputy ECM	
Potential Designates	-	Business Unit VP, General Manager, Director, Operations Manager, or designated member of the ITRT.	
Forms / Tools	201 Incident Briefing Form, 2 215 Operational Planning Wo	14 Activity Log, 214a Individual Activity Lo prksheet	og
	Role	Responsibilities	
The ECM coordinates all r	esponse activities within	Confirm deployment of the RRT and/or ITRT, as required.	
Pembina during an incide	ent.	Initiate the opening of the ECC.	
The ECM is responsible for support is available to an activation and deploymer	IC. This may include the	Adjust the organization structure of the ECC to meet the needs of the incident.	
The ECM is responsible for activating the ECC to support the response and provides information updates to the Executive or Crisis Management Team		Acknowledge assigned objectives from the IC and establish any ECC specific objectives.	
<ul> <li>(CMT).</li> <li>If necessary, a Deputy ECM may replace the ECM.</li> <li>When standing in for the ECM, the Deputy should hold the same decision-making authority as the ECM.</li> <li>In the event the Deputy ECM assumes command of the ECC, the ECM must conduct a shift change brief to the Deputy ECM which should include the transfer of any specific Delegation of Authority held by the ECM for the incident.</li> </ul>		Monitor progress of the action plan against the objectives.	
		Ensure information updates are provided to the Executive, or when activated, the CMT.	
		Ensure internal and external communications are accurate.	
		If necessary, ensure recovery plans are developed to return service levels to normal.	
See <i>Role Guide</i> for further details. Digital version is available at <i>The Pipeline</i> . Hard copies are available in the ECC.			

## 3.3.26 Emergency Coordination Manager

## 3.3.27 Director of Emergency Management

Director of Emergency Management (DEM)	
Potential Designates	Emergency & Continuity Management SME, as required
Reports to	Emergency Coordination Manager
Forms / Tools	201 Incident Briefing Form, 214 Activity Log, 214a Individual Activity Log 215 Operational Planning Worksheet
	Role
The function of the DEM is to provide support and advice to the Emergency Coordination Manager (ECM) on the processes and procedures in place to support the response.	
The DEM may be activated when a <b>Emergency &amp; Continuity Management</b> SME is not filling the ECM or Deputy ECM role.	
Where unassigned, the DEM may act as the Deputy ECM.	

## 3.3.28 Technical Specialist(s)

	Technical Specialist(s)		
Potential Designates	SME		
Reports to	Emergency Coordination Manager		
Forms / Tools	ICS and/or regulatory forms applicable t	o assigned responsibilities	
	Role	Responsibilities	
are able to provide exper processes, procedures, or	SMEs within Pembina's organization who t guidance on different elements, r tools available to support the response. include, but are not limited to	Support and advise the ECM during the incident.	
<ul> <li>representatives from the</li> <li>Asset Integrity</li> <li>Corporate Security</li> <li>Crisis Communication</li> </ul>		Attend the appropriate meetings/briefings throughout the response.	
<ul> <li>Cyber Security</li> <li>Environment</li> <li>Emergency &amp; Continu</li> <li>GIS</li> <li>Human Services</li> <li>Indigenous Affairs, La</li> </ul>		Maintain a 214a Individual Activity Log to record key events, decisions and timings.	
<ul><li>Information Services</li><li>Insurance</li><li>Legal</li></ul>	~ ,	Participate in post incident activities, as required.	
Digital version	See the applicable <i>Role Guide</i> for furthe		I

Digital version is available at *The Pipeline*. Hard copies are available in the ECC.

### 3.4 Pembina Command Centres

To coordinate response efforts **Pembina** and will establish various command centres to manage required emergency response actions. These centres represent the location of specific response team members and may be set up temporarily, or on a long-term basis depending on the nature of the emergency. **Pembina** utilizes the following command centres:

Туре	Description	Location
On-scene site management	The focal point for control and containment activities as well as communications to the ICP, at or as close to the actual incident site as possible given safety concerns. In many cases, activities may be coordinated from a temporary and / or mobile location,	As required by incident. See applicable
Field Level Response	such as the Initial IC's truck. As the event becomes more serious or complex, it may become necessary to activate the ICP.	supplemental Plan(s).
Incident Command Post (ICP)	The ICP will be activated during an emergency, as appropriate, usually at the area field office or plant site. The established ICP should be near the site of the emergency, but outside the hazard area.	As required by incident. See applicable
Field Level Response	The ICP plans and coordinates tactical operations. The ICP must have the appropriate equipment, personnel, and materials resources to manage the emergency.	supplemental Plan(s).
Emergency Coordination Centre (ECC)	The ICP may be supported by the ECC which provides coordinated corporate support, guidance, and strategic planning.	As required by incident.
Corporate Level Response	The ECC will be activated during an emergency, as appropriate, at the Calgary head office where Technical Specialists are available to provide support to the ICP, as requested.	

Additional **Pembina** response locations, such as a **Reception Centre** or staging area, may be stood up to serve a specific function, as required by the incident.

### 3.5 Other Response Locations

Depending on the size or nature of the emergency, other stakeholders such as governments or regulators, may establish their own centres to coordinate response efforts. In such events, regulators generally encourage the formation of a single **Regional Emergency Operations Centre (REOC)** for industry and municipal response personnel to form **Unified Command**. The following table provides information about other possible response locations and their activities:

Name/Type	Purpose	Activities	Potential Location
Reception Centre	A registration centre for members of the public that have been evacuated. May provide temporary lodging. Alternative checkpoint for workers to report to on a designated schedule.	<ul> <li>Registers evacuees.</li> <li>Addresses immediate needs for food, housing and information.</li> <li>Records destination details of evacuees leaving the area.</li> <li>Addresses immediate compensation claims (short term claims).</li> <li>Provides information to Public Safety Section Chief on the status of evacuation activities.</li> </ul>	Determined by incident location. Refer to appropriate supplemental plan(s)
Municipal (MEOC) Regional (REOC) Provincial (POC) Provincial (PREOC) BC Only	Focal point for Provincial and Municipal Government local response.	<ul> <li>MEOC mobilized at a Level 2.</li> <li>REOC Mobilized at a Level 2.</li> <li>POC Mobilized at a Level 3.</li> <li>May assist with public safety.</li> <li>Activates and assists with Government fan-out communication.</li> <li>Monitors activities of <b>Pembina.</b></li> <li>Provides technical support and regulatory direction to the Company.</li> <li>Sends representative to the ICP.</li> </ul>	<ul> <li>Regional Provincial Energy Regulator's Office.</li> <li>Local County Disaster Services Office.</li> <li>City Offices.</li> <li>Provincial Emergency Management Office.</li> </ul>
Joint Information Centre (JIC)	May be established as a central location for facilitating operation of the Joint Information System. Provides the mechanism to organize, integrate, and coordinate information to ensure timely, accurate, accessible, and consistent messaging across multiple jurisdictions and/or disciplines with nongovernmental organizations and the private sector.	Perform critical emergency information functions of crisis communications and public affairs. Includes the plans, protocols, procedures, and structures used to provide public information.	Established at various levels of government, at incident sites, or can be components of Multi- agency Coordination (MAC) Systems (e.g., MAC Groups or EOCs). A single JIC location is preferable, but the system is flexible and adaptable enough to accommodate virtual or multiple JIC locations, as required.

### 3.6 Control Centres



### 3.7 Governmental/Regulatory

Refer to Section 5.0 External Support and Regulatory Reporting.

#### 3.8 Local First Responders

Refer to Section 5.0 External Support and Regulatory Reporting.

### 3.9 External Support Providers

Where support providers (i.e., contractors, vendors, suppliers) are required to support **Pembina** in carrying out emergency response related activities, **Pembina** will ensure support providers are appropriately qualified / competent to complete the required tasks.

To facilitate this, **Pembina** will endeavor to utilize pre-identified / pre-qualified stakeholders for the required activities. See the applicable Area or supplemental plan for support services information and contacts. For further information on external stakeholder competency and pre-qualification, refer to Pembina's *Safety Management Program* on *The Pipeline*.

### 3.10 Volunteers / External Workers

Depending on the size and scope of the incident, volunteers or other external workers may need to be engaged to assist with response activities – these may be individuals from local response agencies or members of the public at or near potential response locations (e.g., staff at facility established for **Reception Centre**, volunteer organizations, members from the local community, etc.). In the event an incident requires the use of volunteers, a management plan specific to the requirements of the incident will be developed.

# 4.0 EMERGENCY RESPONSE ZONES & PUBLIC PROTECTION MEASURES

### 4.1 Emergency Response Zones

The type of emergency response zone(s), and the method in which it is calculated, vary from one regulatory jurisdiction to another. Refer to the appropriate site/system data for details.

#### Entry procedures into the EPZ:

- Only authorized personnel may enter the response zones.
- Use the "Buddy System" when required.
- Schedule reports or "Check-in" every 10 to 15 minutes while in the response zones.
- Wear personal protective equipment (PPE).
- Continuously monitor the concentration of hazardous products in the air.

#### 4.1.1 Emergency Planning Zone

An **Emergency Planning Zone (EPZ)** is a geographical area surrounding a pipeline or facility that requires specific emergency response procedures based on a hazardous product. The extent of an EPZ is determined using industry accepted dispersion modeling software and/or analysis.

#### 4.1.1.1 EPZs for Pipelines

#### High Vapor Pressure (HVP) Pipelines

The primary hazard associated with High Vapour Pressure (HVP) products is flammability.

HVP EPZs below are based on the recommended *CAPP Companion Planning Guide to Directive* 71 below:

Pipeline Size		Ethane, Propane & Butane Mix (without Ethylene)
3"	88.9 mm	250 m
4"	114.3 mm	300 m
6"	168.3 mm	500 m
8"	219.1 mm	700 m
10"	273.1 mm	900 m
12"	323.9 mm	1100 m
16"	406.4 mm	1600 m
20"	508.0 mm	Modeled
24"	609.6 mm	Modeled

Although these zones are referenced only in the Alberta regulations, it is expected that public protection measures will be initiated in this manner, where similar regulations do not exist.

#### Low Vapor Pressure (LVP) Pipelines

There are no pre-determined or calculated EPZs; however, the **right-of-way (ROW)** distance is the minimum recommended zone from the AER. Response Zones may be established in an LVP incident to help manage the area around the incident site as follows:

Hot Zone	<ul> <li>May also be named the red or work zone.</li> <li>Defines the area affected by and in proximity to the release (i.e. release site).</li> <li>This area is restricted to authorized personnel only.</li> </ul>
	<ul> <li>All personnel in this area must be equipped with PPE, as required</li> <li>May also be named the yellow or decontamination zone.</li> </ul>
Warm Zone	<ul> <li>This is the clearly defined buffer area around the hot zone.</li> </ul>
Warm Zone	• This area is critical in keeping contaminants within the impacted area, therefore reducing and/or eliminating the spread of contaminants to clean areas.
	May also be named the green or clean zone.
Cold Zone	• This is the clearly defined buffer area adjacent to or surrounding the warm zone.
	• Staging management, planning areas, and onsite command centres are in the
	clean zone.

**Pembina** has assumed a 50 m EPZ for sweet crude pipeline corridors based on the radiant heat of the initial ignition of a pool of crude oil resulting from a catastrophic release. Refer to the *Corporate Spill Contingency Manual* for further information.

#### Sour Pipelines (Alberta)

The AER has developed a software program that calculates EPZs using thermodynamics, fluid mechanics, atmospheric dispersion, and toxicology modelling. This software includes both user input variables and model parameters to determine the size of the EPZ for pipelines containing sour gas with a H<sub>2</sub>S concentration of 0.1 mol/kmol (100 ppm / 0.01 % / 0.0001 mole fraction) or greater.

#### Sour Pipelines (BC)

Planning zones are determined by reference to the maximum potential H<sub>2</sub>S release volume from the pipeline, calculated in accordance with the prescribed regulated equations.

#### 4.1.1.2 EPZs for Facilities

For facilities with HVP pipelines entering or leaving the location, the facility EPZ is equal to the largest planning zone assigned to an entering or exiting HVP pipeline.

For facilities that are licensed for H<sub>2</sub>S, the EPZ of the facility is equal to the largest H<sub>2</sub>S pipeline EPZ entering or leaving the facility.

For facilities that have storage vessels on site, EPZs are calculated for each of the vessels as per *Canadian Environment Protection Act (CEPA) Environmental Emergencies (E2) Regulations*. These calculations are based on the *Guide for Major Industrial Accidents Reduction Council* or independent plume dispersion modeling.

If a combination of HVP lines, sour lines, and storage vessels, or wells and caverns are on site, the facility EPZ is assumed to be the largest calculated EPZ, from the boundary of the facility.

### 4.1.2 Initial Isolation Zone (Alberta Only)

The **Initial Isolation Zone (IIZ)** is the area immediately surrounding the source of an emergency that represents the greatest hazard to the public. Members of the public in this area should receive top priority because they are located near the highest concentration of the hazard.

If safe to do so, an attempt to evacuate residents in this zone must occur.

#### 4.1.3 Protective Action Zone (Alberta Only)

The **Protective Action Zone (PAZ)** is the downwind portion of the EPZ. Members of the public in this area should receive notification once the IIZ has been notified. This area is determined using wind direction and monitors that measure the appropriate hazard.

### 4.1.4 Hazard Planning Zone (BC Only)

A **Hazard Planning Zone (HPZ)** is a geographical area determined by using the hazard planning distance as a radius, and within which persons, property or the environment may be affected by an emergency.

A hazard planning distance is a horizontal distance and is measured from the site of an oil and gas activity that is subject to a Plan.

In BC, the geographical area that encompasses all the hazard planning zones for an oil and gas activity that is subject to a Plan will be referred collectively as the EPZ.

#### 4.1.5 Hazard Response Zone (BC Only)

A Hazard Response Zone (HRZ) is the area affected by an incident/emergency.

#### 4.1.6 High Consequence Areas

**High Consequence Areas (HCA)** are areas and/or receptors identified as having significant biophysical or socio-economic value, where an unplanned release could have the most significant adverse consequences and require additional focus, efforts, and analysis to ensure integrity. If a pipeline is in proximity to, or upstream of an HCA, increased contingency planning may be required, such as the development of critical spill control points. Additionally, if an unplanned release occurs into an HCA, recovery efforts must increase in these areas to maintain their integrity and to return the area to its pre-disturbance state.

HCAs may include, but are not limited to:

- High population areas
- Waterways
- Rivers
- Lakes
- Streams
- Wetlands
- Dams and reservoirs
- Traplines and fur management areas
- Environmentally Significant Areas

- Drinking water supplies
- Ecological reserves
- Parks
- Biodiversity areas
- Critical habitats
- Species and ecosystems at risk
- Heritage features
- Traplines and fur management areas

### 4.2 Public Protection

Public protection measures will be implemented at any level of emergency (or incident classification) when members of the public may be affected. Public protection measures can be implemented individually or simultaneously depending on the requirements of the emergency:

- Area Isolation setting up roadblocks and barriers to prevent entry into a hazard area
- Shelter-in-Place requesting members of the public to shelter indoors until the hazard ends or until it is safe to evacuate
- Evacuation requesting members of the public to evacuate the area until safe to return and
- Ignition planned or intentional ignition of a release. This may be used in circumstances where regulated ignition criteria are met

Additional information about each method is available further in this section.



#### 4.2.1 Public Protection Measures Flowchart – Alberta

Source: AER Directive 71



#### 4.2.2 Public Safety Decision Process – Other Jurisdictions

Source: CSA Standard Z246.2:23, Figure A.4

### 4.3 Air Quality Monitoring

**Pembina** facilities are designed, constructed, and operated in a manner that minimize emissions and ensures that regulatory air quality standards are met or exceeded. Facilities are equipped appropriately with remote monitoring devices (e.g., leak detection, gas detection, pressure, etc.) to alarm when equipment is being operated outside of normal conditions or when situations exist that may result in a potential hazard to the public, the environment, or personnel and facilities.

In addition to the remote monitoring, operations and maintenance personnel are responsible to conduct scheduled site inspection and surveillance.

In the event of an emergency, air quality monitoring will be dispatched to track and measure the concentration of product in an area regardless of the established level of emergency (or incident classification). Initial monitoring will be accomplished using **Pembina** personnel. As soon as possible, additional monitoring resources with portable or mobile air monitoring equipment will be contacted to monitor the atmosphere in conjunction with provincial/state environmental agencies.

Monitoring may occur downwind or upwind depending on how the plume is tracking. Priority should be directed to the nearest un-evacuated residence(s) or area(s) where people may gather, as well as any nearby urban density developments.

Monitoring information must be provided on a regular basis throughout an emergency to the regulators, provincial environmental agencies, health authorities, local authorities, and to members of the public that request it.

### 4.3.1 Equipment

Air quality monitoring equipment is used to:

- Track the plume
- Determine if ignition concentration criteria are met
- Determine whether evacuation and/or sheltering concentration criteria have been met
- Determine concentration levels in areas considered for evacuation/being evacuated to ensure that evacuation is safe
- Determine roadblock locations and
- Assist in determining when the emergency can be downgraded

The type of air monitoring units and the number of monitors required are based on site-specific information, including:

- Access and egress points
- Area topography
- Population density and proximity to urban density developments and
- Local conditions

Hand-held monitors may be readily available and easier to access but should not replace continuous monitors stationary or mobile monitors which can be requested from contractors/vendors, provincial/state environment agencies, regulators, or mutual aid groups.

## 4.4 Area Isolation (Roadblocks)

As a safety precaution, potentially hazardous area(s) should be isolated and secured using roadblocks to prevent unauthorized entry into response zones during emergencies.

Isolating the area prevents people from jeopardizing their own personal safety and could reduce the potential for unplanned ignition to occur.

All access roads to and from the incident site should be blocked. Roadblocks should be placed in locations that are clearly visible to oncoming traffic. The roadblocks should also be located at intersections or pullouts to enable traffic to easily turn around or take detour routes.

Roadblock personnel will be assigned as required; additional roadblock assistance may also be obtained from police, highway crews, local authorities, or contractors. For areas where there is a high volume of recreational activity, roadblocks may also need to be set up to block trailheads and waterways.

If a Regulatory Level 2 or 3 Emergency has been declared, roadblocks must be set up at the boundaries of the EPZ.

### 4.4.1 Major Highways / Traffic Control / Railways / Airspace

Where major highways and/or railways pass through the hazard area or EPZ, the provincial transportation authority and/or the railway company must be contacted for approval and assistance with road closures or blockades.

The protection of the public may require a closure of airspace. Transport Canada's Aviation Operations Centre (AVOPS) has the authority to issue air space closures and NAV Canada can be contacted to assist with the issue of a Notice to Airmen (NOTAM). If drones are being used in the hazard area or EPZ, a NOTAM can be requested to prohibit their use.

### 4.4.2 Identifying Members of the Public / Transients within the EPZ

A confidential database of contact information is maintained for residents who live within rural areas of the EPZs for HVP and H<sub>2</sub>S pipelines and associated facilities, as well as E2 regulated assets.

In the event of an incident related to an HVP or H<sub>2</sub>S pipeline or facility, members of the public must be notified within the EPZ radius around the location of the release/incident site.

Resident and business locations are referenced on the map by letter and corresponding contact information is maintained within the applicable supplemental Plan(s).

Transient populations (e.g., recreational users, trappers, industrial operators, etc.) are identified in the applicable supplemental Plan(s). Rovers will be dispatched to search the EPZ for individuals who may not have received the public protection notification(s).

If safe to do so, and weather permitting, a helicopter will be dispatched to visually identify the locations of recreational users, hunters, trappers, and others who may require notification and/or evacuation. These land users may be notified by air horns or loudspeakers, or their locations will be radioed to ground rover personnel to locate using appropriate search vehicles. Mutual aid support may also be used to support locating transient land users.

Refer to the *Corporate Spill Contingency Manual* for further information pertaining to isolating a liquid release area.

### 4.5 Conducting Notifications

#### Public notifications must begin as soon as possible upon confirmation of an emergency.

If a release has the potential to impact beyond the lease, facility boundary, or pipeline ROW, the licensee must notify:

- The public in the response zones and EPZ
- The Director of Emergency Management (DEM), if an urban centre is within the EPZ
- Individuals within the EPZ that have requested early notification and wish to voluntarily evacuate and
- The local authority and provincial/state health authority

#### 4.5.1 Notifications within the EPZ

Members of the Public and Stakeholders within the EPZ will be provided with directions relevant to the incident, including shelter-in-place, and/or evacuation instructions, as required.

As appropriate, the Public Protection Branch Director will designate a Notification Group Supervisor who will assemble a team of Telephoners to deliver the appropriate public protection messaging. The Notification Group Supervisor will report notification status to the Public Protection Branch Director.

Surface developments within the EPZ may be identified as "special needs" based on early notification requirements for reasons such as requiring evacuation assistance, no means to contact by telephone, communication barriers, or significant health or personal concern for which they have requested early notification.

Company or contract personnel will visit worksites and transient locations to deliver public protection messaging. All known transient locations, vacant residences, or locations with unknown telephone numbers are deemed special needs and must be personally contacted, if safe to do so.

When required, **Pembina** personnel will work with the local authorities to determine the best methods to protect the public based on parameters such as the magnitude of the incident, wind speed and direction, secondary fires, time of day, etc.

#### 4.5.1.1 Notification System

**Pembina** may utilize a manual and/or electronic notification system to complete notifications to surface developments located within the EPZ, as appropriate to the incident.

#### 4.5.1.2 Notifications by Regulatory Level of Emergency (AB/BC)

**Level 1 Emergency declared** (and confirmed with the appropriate regulator) only public identified as special needs must be notified.

**Level 2 or 3 Emergency declared** (and confirmed with the appropriate regulator), notifications will occur in the following order of priority:

- 1. Public located immediately adjacent to the incident site (in Alberta, the IIZ)
- 2. Public located immediately downwind of the emergency site (in Alberta, the PAZ)
- 3. Public identified as having special needs
- 4. Public located within the remainder of the EPZ

#### 4.5.1.3 Urban/Population Centres

If an urban or population centre is located within the EPZ, notification of the public will be coordinated with the local or municipal authority. Communication will be made by local emergency responders, local media, and provincial alert systems.

#### 4.5.2 Notifications outside the EPZ

In the unlikely event that public protection measures are required outside of the EPZ, they will be coordinated with Local Authorities. Provincial alerting or warning systems and/or broadcast media may be used to notify the public outside of the EPZ for immediate shelter or evacuation situations.

#### 4.5.3 Information for Public Dissemination

Notifications, sheltering, and/ or evacuation messages must be edited to suit the nature of the emergency and be confirmed by the IC prior to public dissemination. Initially, members of the public will be advised of:

- The type of incident
- Approximate location of the incident
- Public protection measures to follow
- Actions Pembina is taking to respond to the situation and
- Contact numbers they can call for additional information
During the incident, the public within the EPZ must receive regular communication to keep them informed of the situation and actions being taken. Additional details are provided in the table below:

To those evacuated or sheltered – at the onset	To those evacuated or sheltered – during
<ul> <li>Type and status of the incident</li> <li>Location and proximity of the incident to people in the vicinity</li> <li>Public protection measures to follow, evacuation instructions, and any other emergency response measures to consider</li> <li>Actions being taken to respond to the situation, including anticipated time</li> </ul>	<ul> <li>Description of the products involved and their short term and long term effects</li> <li>Effects the incident may have on people in the vicinity</li> <li>Areas impacted by the incident</li> <li>Action the affected public should take if they experience adverse effects</li> </ul>
To the public – during	
<ul> <li>Type and status of the incident</li> <li>Location of the incident</li> <li>Areas impacted by the incident</li> <li>Description of the products involved</li> <li>Contacts for additional information</li> <li>Actions being taken to respond to the situation, including anticipated time period</li> </ul>	(Source: Adapted from AER Directive 71, Appendix 5):

## 4.6 Shelter-in-Place

Sheltering is considered the safest form of public protection in the following circumstances:

- There is insufficient time or warning to safely evacuate the public that may be at risk;
- Residents are waiting for evacuation assistance
- The release will be of limited size and/or duration
- The location of a release has not been identified
- The public would be at higher risk if evacuated
- Buildings considered to be within/near toxic or explosive gas plumes and
- Escape routes traverse the hazards

Sheltering is recommended until the extent of the plume can be assessed and a safe evacuation can occur.

#### 4.6.1 HVP Operations

Sheltering indoors is the primary public protection measure for an HVP product release.

#### 4.6.2 Sour Operations

If evacuation is not possible, then sheltering in place can be used to protect members of the public, under certain conditions.

Depending on the volume, size, duration, or meteorological conditions, sheltering-in-place may not be a viable public protection measure within the IIZ during an  $H_2S$  release. In this situation, the public safety aspects of sheltering-in-place will have to be continuously re-evaluated during the incident and assisted evacuation may be necessary to ensure public safety.

Members of the public within the EPZ but outside of the PAZ may be contacted and advised to initially shelter-in-place pending further instructions from a **Pembina** representative.

#### 4.6.3 General Shelter-in-Place Instructions

Advise impacted public to immediately gather everyone indoors and complete the following:

- □ Close and lock windows and outside doors if possible, tape the gaps around door frames.
- □ Extinguish fires in fireplaces if possible, close the damper.
- □ Turn off appliances or equipment that either uses inside air, blows out inside air or sucks in outside air, such as:
  - Gas stoves and gas fireplaces
  - Clothes dryers
  - Air conditioners
  - Bathroom and kitchen fans
  - Built in vacuum systems
- □ Turn down furnace thermostats to the minimum setting.
- □ Leave all inside doors open.
- □ Avoid using the telephone, except for emergencies, so that you can be contacted by emergency personnel.
- □ Stay tuned to local radio for possible information updates or for further instructions.
- □ Even if you see people outside do not leave until told to do so.
- □ Remain indoors until further instructions are provided.

If you are unable to follow these instructions, please notify emergency response personnel.

#### 4.6.4 Post Shelter-in-Place Instructions

After the hazardous substance has passed through the area, emergency response personnel will contact all sheltered persons with instructions to:

- □ Ventilate the building by opening all windows and doors.
- □ Turn on fans, turn up thermostats, and furnace circulating fans.
- □ Once the building is ventilated, return all heating, ventilating and other equipment to normal.

Additional instructions may need to be provided based on the specifics of the emergency.

## 4.7 Evacuation

**Pembina** can advise members of the public to evacuate; however, mandatory evacuation can only occur when the local authority / health authority / or applicable governing body issues a **State of Local Emergency (SOLE)** allowing for the closure of roads and mandatory evacuations.

The Police may assist with evacuation efforts, as required; however, would be discouraged from entering the EPZ unless safe to do so.

During a hazardous release, the decision to evacuate should only be made by qualified individuals with access to appropriate monitors. Evacuation of the public should only proceed when it is safe to do so and after an assessment of:

- The size and expected duration of the release
- Egress routes
- Current and expected meteorological conditions
- The potential for unexpected ignition.

In the event of evacuation, Rovers in the field and/or Telephoners will notify residents and businesses to evacuate to the appropriate **Reception Centre** and provide the following information:

- Gather all persons in the residence/business, secure your location, and immediately leave the area
- Follow the provided travel directions this will take you away from any suspected unsafe areas by the safest route
- If required, transportation and support will be provided to those persons who require assistance
- Proceed to a designated Reception Centre where a Pembina representative will meet you. They will provide evacuation information, answer any questions, and attempt to address any immediate concerns that you may have

Members of the public located within the EPZ identified as having special needs will be notified at a **Regulatory Level 1 Emergency**, so they can be offered voluntary evacuation.

Evacuation, if safe to do so, must be initiated for all other members of the public within the EPZ including trappers, guide/outfitters, and transients within the EPZ upon the declaration of a **Regulatory Level 2 Emergency or higher.** 

If large numbers of people are present in the EPZ, **Pembina** will provide evacuation assistance or a change in the normal notification procedures, as required. Busses may be used to transport large numbers of evacuees and helicopters may be used to locate transients in the EPZs. Public located outside the EPZ must be notified and evacuated in the event that the hazard extends past

the pre-determined EPZ. Broadcast media may be used to notify these residents located outside the EPZ if immediate evacuation or sheltering actions need to occur. **Pembina** will work with the local authority to coordinate response actions, as required, outside the EPZ

Prior to evacuation, ensure the following:

- Reception/evacuation centres have been established
- Clear evacuation routes are identified and communicated
- Evacuated locations check-in with established roadblock personnel and/or reception centre representatives
- Special needs locations are identified and assisted, as required

#### 4.7.1 HVP Operations

Evacuation is recommended for incidents in which the plume is visible, and egress can occur in any direction away from the plume.

#### 4.7.2 Sour Operations

For incidents where the public may be exposed to sour gas for long durations, evacuation should be used as the primary public protection measure when the public can be safely removed from the area during or prior to an emergency. Evacuation begins in the IIZ and expands outward into the PAZ (downwind of the release) so that members of the public are not exposed to H<sub>2</sub>S.

Typically, residents within the EPZ but outside of the PAZ will be contacted and advised to initially shelter-in-place pending further instructions. A shift in wind direction will require immediate re-evaluation of the PAZ and the need for additional evacuation and/or sheltering.

**Pembina** must continually perform air quality monitoring within the EPZ. Monitoring results will dictate areas where evacuation is required. In the absence of monitored readings, responders should advise residents to shelter-in-place.

4.7.2.1	Sour Operations – Alberta Evacuation Requirements
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H <sub>2</sub> S Concentrations in Unevacuated Areas	Actions in the unevacuated areas				
1 to 10 ppm (3 minute average)	Notify persons who requested notification so that they may voluntarily evacuate before exposure to H <sub>2</sub> S.				
Above 10 ppm (3 minute average) *	Assess local conditions and notify all persons to evacuate or shelter-in-place.				
*Note: If monitored levels over the 3-minute interval are declining (i.e., three readings show a decline from 15 ppm to 10 ppm to 8 ppm over 3 minutes), evacuation may not be necessary even though the average over the 3-minute interval would be 11 ppm. Duty holders should use proper judgment in determining if evacuation is required.					
SO <sub>2</sub> Concentrations in Unevacuated Areas	Actions in the unevacuated areas				
5 ppm (15 minute average)	Notify all persons to evacuate immediately.				
1 ppm (3 hour average)					
0.3 ppm (24 hour average)					

#### 4.7.2.2 Sour Operations – BC Evacuation Requirements

H <sub>2</sub> S Concentration	Requirement				
1 to 9 ppm	Individuals who requested notification so that they can voluntarily				
1 to 5 ppm	evacuate before any exposure to H <sub>2</sub> S must be notified.				
10 ppm and above	Local conditions must be assessed, and all persons must be advised to				
10 ppm and above	evacuate and/or shelter.				
Note: if monitored levels over	the 3 minute interval are declining (i.e., three readings show a decline				
from 15 ppm to 10 ppm to 8 p	ppm over 3 minutes) evacuation may not be necessary even though the				
average over the 3 minute int	erval would be 11 ppm. Licensees should use proper judgment in				
determining if evacuation is re	equired.				
SO <sub>2</sub> Concentrations	Requirement				
1 to 4 nmm	Individuals who requested notification so that they can voluntarily				
1 to 4 ppm	evacuate before any exposure to H <sub>2</sub> S must be notified.				
E nom and above	Local conditions must be assessed, and all persons must be advised to				
5 ppm and above	evacuate and/or shelter.				

#### 4.7.3 Rover Personnel

**Pembina** and/or contract personnel will be dispatched to identify and advise public protection measures to transients, area users or locations where the public may gather within the EPZ or impacted area. Rover personnel will also confirm evacuation of residents and businesses contacted by telephone or where no telephone contact has been made.

#### 4.7.4 Reception Centre

A **Reception Centre** will be activated when members of the public within the EPZ are displaced due to an emergency. The **Receptions Centre(s)** is established at a safe distance from the emergency site.

To ensure a coordinated response, the **Reception Centre(s)** is ideally activated jointly by **Pembina** and the Local Authority. These agencies have pre-established locations throughout the Municipality and should be notified early to discuss site options.

Hotels/Motels may be considered in situations where immediate access is required, or a location is required outside of normal business hours.

- The Reception Centre Group Supervisor is responsible for activating the **Reception Centre**, and meeting and registering evacuees. This role may be filled by the local authority or a local social services group.
- Telephone callers (if residents are contacted by phone) or Rovers (if residents are contacted in person) must ask for alternate destinations and phone numbers in the event evacuees choose not to check in at the **Reception Centre**.
- Designated **Reception Centre** locations are referenced in the applicable Area or Supplemental plan(s).

A *Reception Centre Registration Form* is located in <u>Appendix – Forms</u> located at the back of this Plan.

#### 4.7.5 Special Considerations

Special procedures may be required for evacuating public facilities. If large numbers of people are involved, assistance with transportation (e.g., using buses) or changes in the normal notification procedures may be required. **Pembina** will coordinate efforts with the person in charge of that specific facility and the local authority.

Public concerns about livestock and pets are to be expected in emergency situations. Most emergencies involving HVP pipelines or releases from facilities have a limited duration and will likely not require residents to be away from their homes for extended periods of time. Public safety is the primary purpose of the response; however, when possible, residents will be advised to take their pets to the **Reception Centre** and/or to another pet-friendly accommodation. Actions involving livestock will be addressed on a case-by-case basis.

#### 4.7.6 Return of Evacuees

The decision to permit the return of persons shall be made by **Pembina**, in consultation with the regulatory agency (i.e., AER, CER, BCER etc.), local authority, health authority and provincial emergency management agency.

## 4.8 Ignition

Until such time that a decision has been made to intentionally ignite a release, steps should be taken to minimize any chance of unplanned ignition in the area.

#### Ignition criteria and considerations are different for HVP and Sour Gas (H<sub>2</sub>S) products.

The decision to ignite is assigned to a company representative on site and is based upon the following ignition considerations below. Time permitting; consultation with the IC, ECM, and Regulator should be conducted.

Lead regulatory agencies may make the decision to ignite a release if the licensee does not agree to ignite the release or is not prepared to take the necessary steps.

#### 4.8.1 Ignition – HVP Operations

Energy Safety Canada's *Vapour Plume Ignition Training (2012)* course materials suggest that in the case of a HVP product release, the heavier-than-air plume may tend to move along the ground, following surface contours and collecting in lower lying areas. There is a high probability of flammable product/air mixtures forming and potentially igniting accidentally. Ignition of such an uncontrolled product release should be considered only as a last resort. A number of considerations for and against plume ignition are listed below.

Considerations for ignition:	<ul> <li>Immediate threat to human life (e.g. sour gas or HVP product vapour plume)</li> <li>Low likelihood of successful near-term control of the release</li> <li>Immediate threat to environmentally sensitive areas</li> </ul>
Considerations against ignition:	<ul> <li>Remote location with little or no human habitation</li> <li>Low probability of product burn being sustained (e.g. low release pressure, entrained moisture, high wind, etc.)</li> <li>Unacceptable collateral damage (e.g. drilling rig, adjacent wells, structures, forest fire potential, etc.)</li> <li>Limited product volume (e.g. short pipeline segment affected)</li> <li>High probability of successful control of release onsite (e.g. well control)</li> <li>Potential for other control options (e.g. diverting, isolation, etc.)</li> <li>Unacceptable level of risk to the ignition team (e.g. high probability of death while attempting to ignite a release)</li> </ul>

#### **Flammability Range**

The Flammable Range (Explosive Range) is the concentration range of a gas or vapor that will burn (or explode) if an ignition source is introduced. Below the explosive or flammable range, the mixture is too lean to burn; above the upper explosive or flammable limit the mixture is too rich to burn. The limits are commonly called the "Lower Explosive or Flammable Limit" (LEL/LFL) and the "Upper Explosive or Flammable Limit" (UEL/UFL). The following information is provided to assist with the initiation of worker and public protection measures.

Pro	duct	•		ammable Limit <i>lume of air)</i>	Upper Explosive or Fl (UEL/UFL) (% by vo	IDLH (ppm)		
Buta	ne		1.8		8.41	-U-		
Etha	ne		3		12.4	-A-		
Meth	nane		5		15	-A-		
Pent	ane		1.5	5 7.8			1500	
Prop	ropane 2.1				10.1			2100
	Legend							
А	Asp	ohyxiant	IDLH	Immediate dar	nger to life and health	U	Date not	available

The Alberta OH&S Occupational Limit is 20% of the LEL. Pembina's limit is 10% of the LEL. Based on monitoring data if the concentration of a flammable vapour or gas is greater than 10% of the LEL, consideration to evacuate members of the public should be evaluated.

#### 4.8.2 Ignition – H<sub>2</sub>S Release

Ignition is the final means of providing public protection from a release of sour gas the following criteria are met. Ignition does not, by itself, negate the need for continuing with an evacuation. It does, however, have an impact on the urgency of the notification or evacuation activities being carried out.

If an immediate threat to human life exists and there is not sufficient time to evacuate the Initial IIZ, PAZ or EPZ, qualified onsite personnel are authorized to ignite the release, and their decision to ignite will be fully supported by **Pembina**.

#### 4.8.2.1 H<sub>2</sub>S Ignition Criteria - Alberta

During the release of H2S, assess the following:

- Risk of exposure and injury to the public or response workers
- Proximity to residences, public facilities, towns, or urban centres
- Status of evacuations
- Fires hazard after ignition to adjacent forested or cropland areas
- Safety of the ignition team (hazard area identification, protective gear

#### IGNITE THE RELEASE IF ANY OF THE FOLLOWING CONDITIONS ARE MET:

- Required evacuation of the response zones has not occurred
- Monitored H<sub>2</sub>S concentrations exceed 10 ppm over a 3-minute average in unevacuated parts of the EPZ – If monitored levels are declining, the situation needs to be continuously assessed for ignition.
- Monitored H<sub>2</sub>S concentrations exceed 1 ppm (1-hour average) in urban density developments
- Monitoring is not possible due to weather or other unforeseen circumstances
- The release cannot be brought under control in the short term (ignition decision will be made in consultation with the AER)

#### IGNITION MUST OCCUR WITHIN 15 MINUTES OF THE DECISION OT IGNITE

- Carry out pre-ignition planning
- Attempt ignition

#### Source: AER Directive 71, Appendix 6, Assessment and Ignition Criteria Flowchart

#### 4.8.2.2 H<sub>2</sub>S Ignition Criteria – British Columbia

In certain circumstances, the ignition of flammable products being released into the atmosphere may be the recommended option for mitigating the risk of human exposure to hazardous substances such as hydrogen sulfide. The following criteria should be considered:

- Safety and health risks to emergency personnel
- Proximity of release to public areas
- Availability of air monitoring equipment and personnel
- Detectable concentration of  $H_2S$  and/or flammable gases near the source of the release and within the EPZ
- Weather conditions
- Duration of the release and potential volume
- Impacts to livestock and
- Impacts to other values at risk including property, timber, or infrastructure

#### **Decision to Ignite**

In the event of planned ignition or immediate unplanned ignition:

- Evacuate incident site
- Relocate hazard boundaries to isolate based on heat exposure and air monitoring data
- Continue air quality monitoring for health hazards in conjunction with health services
- Conduct public notifications and shelter or evacuate as directed by health services
- Prepare to re-ignite if required

#### 4.8.2.3 Ignition Criteria – Other Jurisdictions



Source: CSA Standard Z246.2:23, Figure A.5

## 4.8.2.4 Ignition Procedure – Manual / Flare Gun

	The ignition team should be certified in HVP product and/or H2S ignition and be properly equipped to ignite the release. Follow ignition procedures:					
1	Evacuate all people not directly involved in the actual ignition.					
2	Evaluate the terrain for a protected ignition position. When igniting a vapor cloud or large gas cloud, workers must remain as far back from the vapor as possible and sheltered if possible, due to the large forces produced and heat radiated.					
3	Make sure an equipped back-up team, ambulance, and first aid are available.					
4	A two-person ignition team equipped with and wearing breathing equipment, heat protective clothing, gloves, and hearing protection will be assembled. The ignition team will have monitors calibrated to the product being ignited and will monitor incident area prior to ignition.					
5	The attachment of safety lines to ignition team members will be at the discretion of the Response Branch Director who will evaluate terrain, effluent characteristics and routes in and out of the ignition area.					
6	Approach the ignition area to approximately 100 metres from plume; monitor the lower explosive limit; if a safe atmospheric environment exists, ignite the effluent from the upwind side.					
7	Using a flare shotgun or pistol, aim the flare to a point above the main plume where air and gas have mixed to form a combustible mixture. Approximately 30 flare shells must be available in case some do not work, and for relighting if the fire goes out.					
8	The Response Branch Director will advise the Ignition Group Supervisor and ignition team of the possible air shock and heat flash that will occur upon a vapor ignition. Upon firing the flare, the team will assume a physical position that is the most protective – turn away from the flash area and lie flat on the ground or behind a solid barrier.					
9	The Response Branch Director will advise the IC and ECM once ignition has occurred.					

## 4.9 Toxic Gas Toxicity/Exposure Tables

Toxicity tables are available for Hydrogen Sulphide (H<sub>2</sub>S) and Sulphur Dioxide (SO<sub>2</sub>) on the next pages (Alberta and British Columbia jurisdictions).

Refer to Safety Data Sheets (SDS) for complete product details, including exposure limits, potential health effects, and response measures.

## 4.9.1 Hydrogen Sulphide (H<sub>2</sub>S)

	Acute Health Effects of H <sub>2</sub> S – Alberta
Concentration H <sub>2</sub> S in Air (ppm)	Description of Potential Health Effects
1	A noticeable odour that may be offensive to some individuals. People may temporarily experience mild symptoms of discomfort, including nausea, headache, and irritability due to the odour. Asthma symptoms may worsen.
10-20	An obvious offensive odour. Temporary eye irritation may occur after a single exposure and last several hours. Symptoms include mild itchiness, dryness, increased blink reflex and slight watering. Some people may experience headaches, nausea and vomiting. Symptoms of asthma, bronchitis or other forms of chronic respiratory disease may worsen.
50	A strong, intense offensive odour that may irritate eyes and breathing passages. Eyes may be itchy, stinging, and red with increased blinking, tearing and tendency to rub eyes. Breathing passages could feel tingly or sting, with increased tendency to clear throat and cough. Symptoms of pre-existing respiratory disease may worsen. No permanent injury to eyes or breathing passages is expected unless exposure is prolonged. Odour–sensitive individuals may experience headaches, nausea, vomiting and diarrhea.
100	Initially there is a strong objectionable odour that lessens with prolonged exposure due to olfactory "fatigue." Eyes and breathing passages are often irritated within one hour of exposure. Eyes may be sore, stinging, burning, tearing, redness, swelling of eyelids, and possible blurred vision. Respiratory irritation may include sore throat, cough, soreness or stinging of breathing passages, and wheezing. The symptoms of asthma, bronchitis or other forms of chronic respiratory disease will worsen. Odour may cause headache, nausea, vomiting and diarrhea.
250	There may or may not be an odour present due to olfactory paralysis. Eyes and breathing passages will become irritated within minutes of exposure, and the irritation will worsen with longer exposure. The outer surface of the eyes and inner eyelids will be inflamed, red and sore. Eyes will begin watering and tearing immediately and vision may be blurred. Eyes may be permanently harmed if exposure is prolonged. Respiratory irritation will include sore throat, cough, difficulty breathing, soreness of chest, and wheezing. Asthma symptoms will worsen. People may experience "systemic" effects, including headache, nausea and vertigo depending on duration of exposure.

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Acute Health Effects of H <sub>2</sub> S – Alberta							
Concentration H <sub>2</sub> S in Air (ppm)	Description of Potential Health Effects						
500	No odour is present due to olfactory paralysis. Severe irritation and possible permanent injury to the eyes and breathing passages within 30 minutes of exposure. Lung and breathing passage damage may cause "chemical pneumonia" following exposure if the exposure was prolonged. Systemic effects involving the central nervous system may occur within one hour of exposure and include headache, anxiety, dizziness, loss of coordination and slurred speech. People may lose consciousness or collapse suddenly and die if exposure persists.						
750	No odour is present due to olfactory paralysis. Central nervous system effects will be most obvious, and could include anxiety, confusion, headache, slurred speech, dizziness, stumbling, loss of coordination, and other signs of motor dysfunction. People may lose consciousness, collapse suddenly and possibly die, if exposure continues for more than a few minutes. Lung and breathing passage damage will likely cause "chemical pneumonia" among survivors.						
1000	Immediate "knock-down" and loss of consciousness. Death within moments to minutes. Immediate medical attention needed if victim is to survive.						

*Source:* **Alberta Health Services.** Information adapted from Technical Advisory Committee on Public Health and the Oil and Gas Industry, Environmental Public Health Manual for Oil and Gas Activities in Alberta, 2007

	H <sub>2</sub> S Toxicity Table – British Columbia			
Concentration in parts per million (ppm)*	Observations and health effects			
<1	Odor threshold, most people smell "rotten eggs."			
3 to 5	Odour is moderate to strong. May create nausea, tearing of the eyes, headaches or loss of sleep upon prolonged exposure – effects are moderate.			
10	Occupational exposure limit (OEL) / Ceiling Limit. At levels above this ceiling, only workers who are trained in the hazards of $H_2S$ and are wearing required protective equipment may enter the work area.			
20-150	Nose and throat feel dry and irritated. Eyes sting, itch, or water; and "gas eye" symptoms may occur. Prolonged exposure may cause coughing, hoarseness, shortness of breath, and runny nose.			
150 to 200	Sense of smell is blocked (olfactory fatigue).			
200 to 250	Major irritation of the nose, throat, and lungs occurs, along with headache, nausea, vomiting, and dizziness. Prolonged exposure can cause fluid buildup in the lungs (pulmonary edema), which can be fatal.			
300 to 500	Symptoms are the same as above, but more severe. Death can occur within 1 to 4 hours of exposure.			
>500	Immediate loss of consciousness. Death is rapid, sometimes immediate.			
<ul> <li>* 1 ppm = 1 part of gas per million parts of air by volume</li> <li>H<sub>2</sub>S levels of 100 ppm and higher are considered immediately dangerous to life and health (IDLH).</li> </ul>				

Source: WorkSafeBC. Hydrogen Sulfide in Industry Factsheet (R02/10) / PH16

## 4.9.2 Sulphur Dioxide (SO<sub>2</sub>)

Description of Potential Health Effects ent bronchoconstriction <sup>1</sup> in sensitive exercising asthmatic individuals that s when exposure ceases. <sup>2</sup> le detection by taste or smell. ent lung function changes in healthy, moderately exercising, non-asthmatic duals.					
when exposure ceases. <sup>2</sup> le detection by taste or smell. ent lung function changes in healthy, moderately exercising, non-asthmatic					
ent lung function changes in healthy, moderately exercising, non-asthmatic					
Lung function changes in healthy non-asthmatics. Symptoms in asthmatics would likely increase in severity. There may be a shift to clinical symptoms from changes detectable only via spirometry.					
detected odour.					
May cause nasal and throat irritation.					
Upper respiratory irritation, some nosebleeds.					
ng to the eyes; chronic respiratory symptoms develop; respiratory protection ed					
num tolerable exposures for 30 – 60 minutes.					
diate Danger to Life (NIOSH recommendation).					
<ol> <li>At low levels, bronchoconstriction was generally observed as changes in airway conductance detectable by spirometry rather than as clinical symptoms.</li> <li>It should be noted that clinical studies on humans are generally designed to elicit a response and consequently subject study volunteers to challenging conditions such as exercising, mouth breathing, cold, dry air, etc. Real-life responses in asthmatics should be viewed as being individual-specific dependent on severity of asthma, whether the individuals are medicated or not, how cold and/or dry the air is, mouth breathing (vs. nose-breathing, which can act as an</li> </ol>					

*Source:* **Alberta Health Services.** Information adapted from Technical Advisory Committee on Public Health and the Oil and Gas Industry, Environmental Public Health Manual for Oil and Gas Activities in Alberta, 2007

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# 5.0 EXTERNAL SUPPORT AND REGULATORY REPORTING

This section provides information on the regulatory agencies specific to our areas of operations, including the role and authority of regulator(s) / governments agencies, notice and reporting requirements, support capacity during incidents, and contact info, where appropriate.

**Pembina** recognizes that every incident is unique and will require specific response actions, supports, and resources. Accordingly, notification requirements should be reviewed in context of the specific event, and actioned by the appropriate responder or SME, as required.

Engaging SMEs to advise on notification requirements will ensure the appropriate information is available to all responders.

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## 5.1 Alberta

#### 5.1.1 Alberta Overview

The Alberta Energy Regulator (AER) is the default lead agency in Alberta as they are the regulator for the petroleum industry – they will engage the expertise, assistance and cooperation of other agencies as determined by the individual incident.

The Government of Alberta, Petroleum Industry Incident Support Plan details the responsibilities of government departments, boards, and agencies designated to provide special services during an emergency. If the emergency escalates in seriousness, the municipality may establish a Municipal Emergency Operations Centre (EOC), and Alberta Emergency Management Agency (AEMA) may establish a Provincial Operations Centre (POC).

During a response when an EOC is required, the AER will establish an EOC at the Local AER Field Office. The AER encourages combining the industry and municipal EOCs into a single Regional (REOC) location. The location of the REOC will be determined by discussion between **Pembina** and Municipal Emergency Management at a Level 2 Emergency. The AER will expand their EOC if a REOC is not established. This would make for enhanced coordination of all resources engaged in the emergency, as well as easily facilitate a **Unified Command** System.

## 5.1.2 Establishing a Regulatory Level of Emergency

The AER uses a prescribed matrix to determine the **Regulatory Level of Emergency**. The Liaison Officer (or IC, where a Liaison Officer is not assigned), supported by the IMT, and the AER will determine the **Regulatory Level of Emergency** as soon as possible. First responders, applicable government agencies, and impacted stakeholders must be kept informed of the status of the **Regulatory Level of Emergency** throughout the response.

In Alberta, the AER may consult other applicable government agencies and confirm with the licensee that the emergency downgrade or stand-down is appropriate.

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#### 5.1.3 Regulatory Level of Emergency Classification Matrix – Alberta Energy Regulator (AER)

Level 2 Emergency: The incident presents no immediate danger outside the duty holder's property but

Level 3 Emergency: The safety of the public is in jeopardy from a major uncontrolled hazard. There are

likely significant and ongoing environmental impacts. Immediate multiagency municipal and provincial

could potentially extend beyond the duty holder's property. Outside agencies must be notified.

Imminent control of the hazard is probable, but there is a moderate threat to the public or the

environment or both. There may be local and regional media interest.

government involvement is required.

Table 1. Consequence of Incident       Table 2. Likelihood of Incident Escalating**				Response By Incident Level						
Table 1 Rank	Category	Example of consequence in category	Table Rank		ncident Escalating**	Responses	Alert	Level-1 Emergency	Level-2 Emergency	Level-3 Emergency
Nank	category		капк	Descriptor	Description	Communications				
1	Minor	<ul> <li>No worker injuries</li> <li>Nil or low media interest</li> <li>Liquid release contained on lease</li> <li>Gas release impact on lease only</li> </ul>	1	Unlikely	The incident is contained or controlled, and it is unlikely to escalate. There is no chance of additional hazards. Ongoing monitoring	Internal	Discretionary, depending on licensee policy.	Notification of off-site management.	Notification of off-site management.	Notification of off-site management.
	<ul> <li>First aid treatment required for on- site worker(s).</li> <li>Local and possible regional media</li> </ul>	Co	Control of the incident may have deteriorated but imminent control of the	External public	Courtesy, at duty holder's discretion.	Mandatory for individuals in the EPZ who have requested notification.	Planned and instructive in accordance with the specific ERP.	Planned and instructive in accordance with the specific ERP.		
2	Moderate	<ul> <li>interest.</li> <li>Liquid release not contained on lease.</li> <li>Gas release impact has potential to</li> </ul>	2	ha	hazard by the duty holder is probable. It is unlikely that the incident will escalate.	Media	Reactive.	Reactive, as required.	Proactive media management to local or regional interest.	Proactive media management to national interest.
3	Major	<ul> <li>extend beyond lease.</li> <li>Worker(s) requires hospitalization.</li> <li>Regional and national media interest.</li> <li>Liquid release extends beyond lease</li> </ul>	3	Likely	Imminent or intermittent control of the incident is possible. The duty holder has the capability of using internal and external resources to manage and bring the hazard under control in the near term.	Government	Reactive. Notify AER if public or media is contacted.	Notify local AER Field Centre. Call local authority and health authority if public or media is contacted.	Notify local AER Field Centre, local authority, and health authority.	Notify local AER Field Centre, local authority, and health authority.
Ū.		- not contained.				Actions				
4	Catastrophic	<ul> <li>Gas release impact extends beyond lease - public health/safety could be jeopardized.</li> <li>Fatality</li> <li>National and international media interest.</li> <li>Liquid release off lease not contained - potential for, or is,</li> </ul>	4	Almost certain or currently occurring	The incident is uncontrolled and there is little chance that the duty holder will be able to bring the hazard under control in the near term. The duty holder will require assistance from outside parties to remedy the situation.	Internal	On site, as required by the duty holder.	On site, as required by the duty holder. Initial response is in accordance with the AER-approved ERP or Corporate ERP.	Predetermined public safety actions are under way. Corporate management team alerted and may be engaged to support on- scene responders.	Full implementation of incident command system.
		<ul> <li>Gas release impact extends beyond lease - public health/safety jeopardized.</li> </ul>		**What is the likelihood that the incident will escalate, resulting in an increased exposure to public health, safety, or the environment?		External	On site, as required by the duty holder.	On site, as required by licensee.	Potential for multiagency response (i.e., operator, municipal, provincial, or federal).	Immediate multiagency response (i.e., operator, municipal, provincial, or federal).
I	Su	m of these two columns to obtain th	e risk lev	vel and Regulat	ory Emergency Level	Resources				
★ Table :	Table 3. Incident Classification			Internal	Immediate and local. No additional personnel	Establish what resources are required.	Limited supplemental resources or personnel required.	Significant resources are required.		
F	Risk Level Regulatory Emergency Level				required.					
	Very Low – 2-3       Alert: An incident that can be handled on site by the duty holder through normal operating procedures and is deemed a very low risk to the public         Level 1 Emergency: The incident presents no danger outside the duty holder's property or threat to the			External	None.	Begin to establish resources that may be required.	Possible assistance from government agencies and external support services.	Assistance from government agencies and external support services are required.		
	<b>Low – 4-5</b> public and has a minimal environmental impact. Duty-holder personnel can manage the incident themselves with immediate control of the hazard. There is little or no media interest.				L	1	1	1	1 · · · ·	

Medium - 6

High – 7-8

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## 5.1.4 External Contact Matrix – Alberta

Alberta Notification Matrix		Initial Lead Agencies							Supporting Agencies & Other Government Contacts													
<ul> <li>This matrix provides guidance on conducting notifications to government agencies as required.</li> <li>Select all incident types that apply</li> <li>Refer to Provincial and Federal Agency tabs for specific contact instructions</li> <li>Refer to area specific plan(s) for contacts</li> <li>Legend</li> <li>✓ = Required Contact</li> <li>■ = Contact if applicable to incident</li> </ul>	Ambulance Services	Fire Departments	Police / RCMP	AER - Alberta Energy Regulator	AEMA - Alberta Emergency Management Agency	EPA - Alberta Environment & Protected Areas	Local Authorities	AHS - Alberta Health Services	CER - Canada Energy Regulator	OHS - Occupational Health & Safety	WCB - Workers' Compensation Board	ABSA - Alberta Boilers Safety Association	ASCA - Alberta Safety Codes Authority	Ministry of Forestry, Parks, & Tourism	Alberta EDGE	TSB - Transportation Safety Board	ERAC - Emergency Response Assistance Canada	CANUTEC	ECCC - Environment & Climate Change Canada	DFO - Department of Fisheries & Oceans	ISC / RO / FNIHB	IOGC - Indian Oil & Gas Canada
Product Release - Liquids	-		-	~	-	✓	~	-	✓	=	=	=		-	-	~	=	-	=	=	=	=
Product Release - Gas	-	-	=	✓	-	✓	✓	-	✓	=	=	-		=	-	✓	-	-	-	-		=
Transportation Incident - Involving Product Release (Road/Rail/Air/Marine)	=	-	~	~	-	~	~	=	~	=	=			=	~	~	1	~	-	-		-
Fire / Explosion / BLEVE	-	✓	✓	✓	-	✓	✓	✓	✓	~	=	-	-	=	-	✓	-	-	✓	-		=
Serious Injury or Death - Including Vehicle Accidents	~	=	1	~					~	=	=					1						
Motor Vehicle Accident (No Injuries) - Employee	-	-									-											
Security Related Incident	-	-	1			=	=	-		=						-						
Radiation Related Incident	-	~	1	✓	-	=	=	1		=	-					-						=
Electrical Incident	-	-	✓	✓					=	=	=		✓									
Pressure Vessel or Piping Incident	-		✓	✓			~	-	-	=		✓	~									
Crosses Boundary (Interprovincial or International)	-		-			=	-		~							✓						
Incident Involving E2 Regulated Substance	=	✓	-			=	✓	=	-	=	=			-	-	-	=	-	-	=	-	=
Impacts First Nations & Indigenous Groups	For ir you h	For immediate life safety messaging, contact the Indigeno you have done so. For all other communications, contact						enous group directly and notify Pembina's Indigenous Affairs group after Ict Pembina's Indigenous Affairs group first to coordinate messaging.														
Impacts Airspace	Requ Cana		space	closur	es throu	ugh Trar	nsport	Canac	la's Av	iation	Opera	ations Ce	entre	(AVOP:	S) and	Notic	e to Airı	men (I	NOTAM	) throu	gh NA	/

#### **CORPORATE EMERGENCY RESPONSE PLAN (CANADA)**

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## 5.1.5 Agency Information

		Alberta Agencies	
<ol> <li>Ensur</li> <li>Area s</li> </ol>	nal Contact Matrix – Alberta will describe who you need to call – this table will provid re you also check Canada – Federal Regulator(s) for additional information and directi specific contacts are available in the applicable Area-/Asset-specific ERP. onders are also encouraged to seek further information from relevant <b>Pembina</b> perso	ons for immediate and subsequent notifications.	
Agency	Roles and Responsibilities During Emergencies What they do / How they can help	Immediate Notice / Verbal Report	Subsequ
Alberta Energy Regulator (AER)	<ul> <li>The AER is the default lead agency in Alberta as they are the regulator for the petroleum industry – they will engage the expertise, assistance and cooperation of other agencies as determined by the individual incident.</li> <li>Alert other applicable government and emergency agencies such as Alberta Environment &amp; Protected Areas, Alberta Forestry, Parks and Tourism, Alberta Health Services, Alberta Emergency Management Agency, and Employment &amp; Immigration - Occupational Health &amp; Safety.</li> <li>Provide representation at the incident site or ICP.</li> <li>In conjunction with Pembina, estimate the product release rate.</li> <li>If required, can issue a Fire Hazard (FH) order, which prevents anyone from entering the hazardous area. This allows legal road and access closure.</li> <li>If required, can equest a Notice to Airmen (NOTAM) restricting passage of aircraft over a designated hazardous area.</li> <li>If required, can establish an EOC at the local AER Field Centre until Pembina or the local authority establishes a Regional EOC.</li> <li>Ensure Pembina is advising the public of potential danger and conducting evacuation or sheltering in place.</li> <li>If required, ensures Pembina establishes communications links with, and/or provide representation at, the government EOC.</li> <li>Carry out investigations.</li> <li>Notify all participants when the event has concluded and there is no longer any hazard to the public.</li> <li>AER may notify the ECCC in the event of incidents involving regulated substances at E2 registered facilities, incidents involving PCBs or any spills on first nations lands, in National Parks, into river or lake systems containing fish, or onto railway ROW. This notification does not remove Pembina's requirement to notify ECCC.</li> </ul>	<ul> <li>What must be reported:</li> <li>Any substance release that may cause, is causing, or has caused an adverse effect*</li> <li>Any unrefined product release of more than 2 m<sup>3</sup> on lease</li> <li>Unrefined product release off lease</li> <li>Any substance release into a waterbody</li> <li>Any pipeline release or pipeline break (including during pressure testing)</li> <li>Pipeline hits</li> <li>Any uncontrolled gas release of more than 30 000 m<sup>3</sup></li> <li>Any well flowing uncontrolled</li> <li>Any fire causing a loss of more than 2 m<sup>3</sup> of oil or 30 000 m<sup>3</sup> of gas, or causing damage to a wellhead</li> <li>Any fire causing a loss of more than 2 m<sup>3</sup> of oil or 30 000 m<sup>3</sup> of gas, or causing damage to a wellhead</li> <li>Any fire that occurs on an oilsands site that results in the deployment of major fire-fighting equipment</li> <li>How to report</li> <li>The release should be reported as soon as a person knows (or ought to have known of the release).</li> <li>This means reporting immediately at the first available opportunity.</li> <li>Calls can be made to the 24-Hour Energy &amp; Environmental Response Line at 1-800-222-6514. This is a one call number for AER and Alberta Environment &amp; Protected Areas (EPA)</li> <li>Minimum information to include:</li> <li>The location and time of the release</li> <li>A description of the circumstances leading up to the release</li> <li>The type and quantity of the substance released</li> <li>Details of any actions taken and proposed to be taken at the release site to contain, recover, and remediate the release</li> <li>A description of the release location / immediate surrounding area</li> <li>The AER authorizations number(s) if available</li> <li>When preparing the information for the verbal report, it's recommended you use the AER First Call Form – it's understood you may not have all the information to complete the form, but using the available form will help organize your thoughts and make sure you're asking the right questions.</li> </ul>	After notifying a companies must report to record volume, location on the environme information. Once complete submitted to the field centre wite incident. Check with app further details.

equent Reporting	Additional Supports
ing about a release, must complete a release cord the release type, ation, any adverse effects ronment, and other	Mobile Incident Command Units: can deploy to incidents to establish the base of operations for government agencies working to coordinate the government response to an emergency.
eted, the report must be o the appropriate AER within <b>seven days of the</b>	
appropriate SME for ils.	

	Albe	rta Agencies	
Agency	Roles and Responsibilities During Emergencies What they do / How they can help	Immediate Notice / Verbal Report	Additional Supports
Ministry of Environment & Protected Areas (EPA)	<ul> <li>Spills / Releases / Fish &amp; Wildlife Alberta Environment and Protected Areas (EPA) is responsible for ensuring environmental impacts are mitigated during non-energy industry emergencies. They may support during energy industry emergencies, as required or requested. <ul> <li>Management of all off-site air/water quality monitoring activities – reports to the Response Branch Director.</li> <li>Determine the area(s) of risk from the gas release; ensure that adequate equipment is available for monitoring.</li> <li>Monitor discharges and mitigate impact of release related liquids entering watercourses. </li> <li>Provide representatives to the incident site or the REOC on a 24-hour basis as required.</li> <li>Monitor impacts on the environment and impacted species and provide direction on recovery efforts.</li> </ul></li></ul>	The 24-Hour Energy & Environmental Response Line (1-800-222-6514) is a one call number. See AER for reporting details.	Maintains emergency response resources, including a specialty air monitoring team and equipment used to oversee and verify air monitoring during incident response. Can act as SME, as required.
Alberta Health Services (AHS)	<ul> <li>Provides technical expertise on potential health impacts to the public, linkages to health resources and considers provincial health system impacts.</li> <li>AHS will assess the potential for and implications of human health issues and coordinate the provision of information and support to and from AHS.</li> <li>Provide health and medical technical expertise as requested and as appropriate.</li> <li>AHS in collaboration with AHS will monitor and assess the impact of health system and collaboration with AHS and other GoA ministries to communicate knowledge of situation to stakeholders (federal and provincial).</li> <li>AHS will provide scientific advice and recommendations on human health risk assessments when addressing site specific cleanup, site specific de-commissioning and process impact assessments.</li> </ul>	Contact Alberta Health Services (AHS) if the incident has the potential to impact public health (e.g., contaminated drinking water) Verify that AHS and/or FNIH (First Nations & Inuit Health) have been notified of the emergency – use the 24-Hour Emergency Notification number and email below for all notifications across Alberta: Phone: 1-844-755-1788 Email: edp@ahs.ca Check with appropriate Pembina SME for further details on reporting requirements.	AHS may provide safety messaging to the public and will relay situational information to the local health system.
Local Authorities	<ul> <li>County/MD/Municipality Emergency Management Services / Public Works Emergency Services Act requires Local Authorities to be responsible for emergency planning and for the direction and control of emergency response in their jurisdiction. The plans outline measures and sources of assistance that can be obtained to support Pembina's emergency response effort. The local authority will provide assistance with resources and manpower as follows and in accordance with their Municipality/County policy. If required, activates their municipal emergency operations centre and coordinates municipal activities at this centre. Upon request, may assist with setting up and administration of the Reception Centre. May assists with arrangements of temporary accommodations for residents who have been evacuated. May assist with the establishing, set up and maintenance of roadblocks as resources and staff training permit / initiates public protection methods as required. Ensures that if available, local emergency services and resources are available to the level that they are trained. May assist with off-site fire protection where accessible. Establish a public information service, including use of the news media to inform and instruct the public of the emergency, as required.</li></ul>	Report immediately at the first available opportunity Contact information available in the applicable Site-Specific Plan.	Activates the Emergency Public Warning System (EPWS) to alert public to life threatening hazards as required according to criteria set out by Alberta Emergency Management Agency (AEMA) If necessary, declares a <b>"State of</b> <b>Local Emergency</b> " to provide local authorities with special powers (mandatory evacuation, use of or entry into private property, conscription, demolition of private property structures for safety reasons, etc.) Assist as required with post incident damage assessment

	A	lberta Agencies			
Agency	Roles and Responsibilities During Emergencies What they do / How they can help	Immediate Notice / Verbal F	Additional Supports         As requested/available,         depending on incident         requirements.		
Alberta Emergency Management Agency (AEMA)	<ul> <li>AEMA is an agency of Alberta Municipal Affairs. They are responsible for coordinating Government of Alberta (GoA) emergency management and assisting local authorities with emergency response, if required.</li> <li>Request that Alberta Emergency Management Agency identify the affected local authorities and implement Emergency Services. The Emergency Management Field Officer may provide assistance in contacting some or all of the local authorities.</li> <li>Coordinate notification of affected government departments, including affected municipalities and Alberta Health Services. Note: The AER or EPA will advise, as required.</li> <li>Coordinate requests for provincial/federal resources.</li> <li>Responsible to assist in the coordination of evacuation and reception plans within municipalities.</li> <li>Provide ongoing situation reports to appropriate provincial officials.</li> <li>Activates a POC if required.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – Alberta</i> . Check with appropriate <b>Pembina</b> SME for further details on reporti			
Alberta Occupational Health & Safety (OHS)	<ul> <li>When the response plan has been put into effect Occupational Health and Safety evaluates the safety of occupants at the work site and ensures that necessary precautions are taken to protect the workers' health and safety during the emergency.</li> <li>Ensure that the appropriate employers provide equipment and personnel required on site to monitor worksite hazards.</li> <li>Provide a representative to the incident site and the REOC on a 24-hour basis, as required.</li> </ul>	The Director of Work Site Services Inspection must be notified immediately in the event of a serious accident or death at the work site as to the time, place and nature of the serious accident or death. Contact OHS and report when: an injury or accident results in death; an injury results in a worker being admitted to a hospital; a "potentially serious" incident that had the potential to cause serious injury, but did not; there is an unplanned or uncontrolled explosion, fire or flood that causes a serious injury or that has the potential to cause a serious injury; there is a collapse or upset of a crane derrick or hoist or; there is a collapse or failure of any component of a building or structure necessary for its structural integrity.	Check with appropriate <b>Pembina</b> SME for further details on reporting requirements.		
Alberta Forestry, Parks & Tourism	<ul> <li>If a forest fire is associated with the emergency, forestry personnel:</li> <li>Maintain emergency response resources to provide firefighting assistance.</li> <li>Provide advice and input on the ignition decision.</li> <li>Act as the liaison between farming/ranching community and the Government of Alberta (GoA).</li> <li>Assist with campground and transient evacuation procedures.</li> <li>Notify all forestry personnel of the incident hazards.</li> <li>Provide a representative to the incident site and the REOC on a 24-hour basis, as deemed necessary.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – Alberta</i> . Check with appropriate <b>Pembina</b> SME for further details on reporti	ng requirements.		

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	Al	berta Agencies	
Agency	Roles and Responsibilities During Emergencies What they do / How they can help	Immediate Notice / Verbal Report	Additional Supports
Alberta EDGE	<ul> <li>Alberta Environmental and Dangerous Goods Emergencies (EDGE)* is a 24-hour emergency response centre for reporting releases, or anticipated releases of dangerous goods during any aspect of transport.</li> <li>Manages TDG emergency calls and assesses the severity of dangerous goods incidents.</li> <li>Liaises with AER/EPA and handles inter-departmental communication as needed during energy resources industry emergencies.</li> <li>Provide response support if dangerous goods are released.</li> <li>Provide assistance to emergency response personnel attending the scene of an incident in which dangerous goods are involved or may become a matter for concern.</li> </ul>	AT-EDGE is the first call for all transportation related spills/incidents. If spill is contained on-site, Alberta Transportation and Economic Corridors will contact the AER. If the spill moves off-site or into a waterbody, Alberta Transportation and Economic Corridors will contact Alberta Environment and Protected Areas (EPA) and/or Environment & Climate Change Canada (ECCC). Contact Alberta Transportation and Economic Corridors or the Police if an oil & gas emergency affects a highway designated by 1, 2, or 3 digits (e.g., Hwy 2, Hwy 47, Hwy 837). Check with appropriate <b>Pembina</b> SME for further details on reporting requirements.	Provide information on the impacts to transportation routes. Supplies technical information to industry about TDG Regulations and associated standards.
ABSA	Alberta Boilers Safety Authority (ABSA) Safety regulator for pressure vessels and equipment in Alberta.	Unsafe conditions, accidents or fires involving pressure equipment are to be reported. Refer to ABSA Information Bulletin IB18-004 for further details on reporting requirements. Notify as indicated by the <i>External Contact Matrix - Alberta</i> Check with appropriate <b>Pembina</b> SME for further details on reporting requirements	
ASCA	Alberta Safety Codes Authority Safety regulator for electrical incidents / accidents.	Notify as indicated by the <i>External Contact Matrix - Alberta</i> Reporting of electrical incidents/accidents is governed under Safety Codes Act (Administrative Items Regulation) – Check with appropriate <b>Pembina</b> SME for further details on reporting requirements.	
Workers Compensation Board (WCB)	WCB has the overall responsibility for the administration of the workers' compensation system in Alberta.	<ul> <li>Immediately report fatalities and serious injuries to the OHS Contact Centre 1-866-415-8690</li> <li>Employer must report to WCB within 72 hours of being notified of an injury/illness that results in or will likely result in: <ul> <li>Lost time or the need to temporarily or permanently modify work beyond the date of accident</li> <li>Death or permanent disability (amputation, hearing loss, etc.)</li> <li>A disabling or potentially disabling condition caused by occupational exposure or activity (poisoning, infection, respiratory disease, dermatitis, etc.)</li> <li>The need for medical treatment beyond first aid (assessment by a physician or chiropractor, physiotherapy, etc.)</li> <li>Medical aid expenses (dental treatment, eyeglass repair/replacement, prescription medications, etc.)</li> <li>Determines whether the injury or illness is caused by work.</li> <li>Responds to all client inquiries forwarded by the Minister and all other elected officials.</li> </ul> </li> </ul>	

#### CORPORATE EMERGENCY RESPONSE PLAN (CANADA)

## 5.2 British Columbia

#### 5.2.1 BC Overview

British Columbia uses the British Columbia Emergency Response Management System (BCERMS) as a comprehensive management system that ensures a coordinated and organized response to all major emergency incidents. BCERMS utilizes a unified approach to managing emergencies, with personnel trained for any type of emergency through Temporary Emergency Assignment Management System (TEAMS), and not necessarily responding as a representative of a specific government agency.

The first contacts for any emergency will be Emergency Management and Climate Readiness (formerly Emergency Management BC) and the British Columbia Energy Regulator (formerly the BC Oil and Gas Commission) who will determine the seriousness of the emergency, and the actions to be taken. The BC Ministry of Environment and Climate Change Strategy may also be a lead agency depending on the incident type.

If Emergency Management and Climate Readiness (EMCR) determines that the emergency is of a minor nature, they may call down the required government ministries/departments for emergency response assistance. The British Columbia Energy Regulator (BCER) may initiate an EOC if required.

If the EMCR determines the emergency is a major emergency that will require an integrated response (i.e., several ministries/departments), the EMCR may establish a Provincial Regional Emergency Operations Centre (PREOC) manned by TEAMS personnel. The emergency will be managed from this location and **Pembina** representative(s) will be required to re-locate to assist in directing operations.

Listed below are various government ministries/agencies that may be involved in an emergency response, and their potential responsibilities. The BCER and/or EMCR may assist in calling down the required ministries/departments.

## 5.2.2 Establishing a Regulatory Level of Emergency

The BCER uses a prescribed matrix to determine the **Regulatory Level of Emergency**. The BCER requires **Pembina** to classify the incident immediately after becoming aware of the event using the BCER's classification matrix and selecting a **Regulatory Level of Emergency** that most closely describes the most severe event or consequence of the incident.

The Liaison Officer (or IC, where a Liaison Officer has not been assigned), supported by the IMT, will determine the **Regulatory Level of Emergency**.

First responders, applicable government agencies, and impacted stakeholders must be kept informed of the status of the **Regulatory Level of Emergency** throughout the response.

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## 5.2.3 Regulatory Level of Emergency Classification Matrix – BCER

		PROBABILITY OF ESCALATION OR CONTROL											
	BCER INCIDENT CLASSIFICATION MATRIX	Uncontrolled; control unlikely in near term	Escalation possible; under or imminent control	Escalation unlikely; controlled or likely imminent control	Escalation highly unlikely; controlled or imminent control	Will not escalate; no hazard; no monitoring required							
1	<ul> <li>Major on-site equipment or infrastructure loss</li> <li>Persistent and malicious equipment damage or tampering</li> <li>Liquid spill or gas release beyond site, affecting persons, property, or the environment</li> </ul>	Level 3 Incident	Level 3 Incident	Level 2 Incident	Level 2 Incident	Level 1 Incident							
2	<ul> <li>Major on-site equipment failure</li> <li>Malicious equipment damage or tampering</li> <li>Liquid spill or gas release beyond site, potentially affecting persons, property, or the environment</li> </ul>	Level 3 Incident	Level 2 Incident	Level 2 Incident	Level 1 Incident	Level 1 Incident							
3	<ul> <li>Major on-site equipment damage</li> <li>Kick size in excess of 3 cubic metres or shut-in casing pressure in excess of 1 000 kilopascals</li> <li>Persistent / multiple minor vandalism or security incidents</li> <li>Liquid spill or gas release on site or potentially beyond site, not affecting persons, property, or the environment</li> </ul>	Level 2 Incident	Level 2 Incident	Level 1 Incident	Level 1 Incident	Minor Incident							
4	<ul> <li>Moderate on-site equipment damage</li> <li>Minor vandalism or facility security incident</li> <li>Liquid spill or gas release confined to site</li> </ul>	Level 2 Incident	Level 1 Incident	Level 1 Incident	Minor Incident	Minor Incident							
5	No consequential impacts	Level 1 Incident	Level 1 Incident	Minor Incident	Minor Incident	No Reporting Requirement							

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#### 5.2.4 Emergency Notifications – During Emergency

The BCER's Emergency Management Regulation requires Pembina to notify the BCER within one hour of becoming aware of an incident classified as a Regulatory Level of Emergency equaling Level 1, Level 2, or Level 3.

#### 5.2.5 Emergency Notifications – After A Minor Incident

A permit holder must notify the BCER within 24-hours of becoming aware of an incident classified as a Regulatory Level of Emergency equaling a Minor Incident.

For spill related Minor Incidents, EMCR is called and for a Dangerous Goods Incident Report (DGIR) number.

Minor Incidents (both spill and non-spill) are reported through completed by directly entering information into the BCER's on-line reporting tool within 24-hours of discovery.

#### 5.2.6 Reportable Spills

Taken from the BCER's Incident Reporting Instructions and Guidelines - July 31, 2014.

Where the permit holder holds or maintains rights, the permit holder must report to the BCER, all spills of materials as identified below:

- A spill or release of any amount of materials which impacts water ways
- Hydrocarbons; 100 litres where the hydrocarbon contains no toxic materials and does not impact water ways
- Produced/salt water; 200 litres where the fluid contains no toxic materials
- Fresh water; 10,000 litres
- Drilling or invert mud; 100 litres
- Sour Natural gas; 10 Kg or 15 m<sup>3</sup> by volume where operating pressure is >100 PSI
- Condensate; 100 litres
- Any fluid including hydrocarbons, drilling fluids, invert mud, effluent, emulsions, etc. which contain toxic substances; 25 litres

Refer to the BC Environmental Management Act; Spill Reporting Regulations, Schedule "Reporting Levels for Certain Substances" for determining reportable spillage amounts of other substances.

## 5.2.7 Other Reportable Incidents

Taken from the BCER's Incident Reporting Instructions and Guidelines – July 31, 2014.

The BCER's Incident Classification Matrix is designed to assist permit holders in determining which incidents must be reported. However, some incidents, which do occur, may not meet the criteria outlined in the Incident Classification Matrix but still require notification to the BCER as a minor notification. These include the following:

- Spills or release of hazardous substances which are not provincially regulated, such as radioactive substances;
- Major damage to oil and gas roads or road structures
- Drilling kicks when any one of the following occur:
  - pit gain of 3 m<sup>3</sup> or greater
  - casing pressure 85% of MA
  - 50% out of hole when kicked o well taking fluid (LC)
  - associated spill
  - general situation deterioration, i.e. leaks, equipment failure, unable to circulate, etc.
- Pipeline incidents, such as spills during construction phase, exposed pipe caused by flooding, pipeline over pressure, failure (without release) of any pressure control or ESD device during operations, and
- Security related issues which are relatively minor; such information may be required for tracking and monitoring purposes only

#### 5.2.8 External Contact Matrix – British Columbia

British Columbia Notification Matrix		Initial esponders Lead Agencies								Supporting Agencies & Other Government Contacts												
<ul> <li>This matrix provides guidance on conducting notifications to government agencies as required.</li> <li>Select all incident types that apply</li> <li>Refer to Provincial and Federal Agency tabs for specific contact instructions</li> <li>Refer to area specific plan(s) for contacts</li> <li>Legend</li> <li>✓ = Required Contact</li> <li>■ = Contact if applicable to incident</li> </ul>	Ambulance Services	t Departments	Police / RCMP	BCER - BC Energy Regulator	EMCR - Emergency Management & Climate Readiness	ENV - Ministry of Environment & Climate Change Strategy	Local Authorities	HEMBC - Health Emergency Management BC	CER - Canada Energy Regulator	WorkSafe BC	Technical Safety BC	MOF - Ministry of Forests	BC Ministry of Agriculture & Food	MOTT- Ministry of Transportation & Transit	PSPC - Public Services & Procurement Canada	- Transportation Safety Board	ERAC - Emergency Response Assistance Canada	CANUTEC	ECCC - Environment & Climate Change Canada	) - Department of Fisheries & Oceans	4A - First Nation Health Authority	iC - Indian Oil & Gas Canada
Incident Type	Am	Fire	Pol	BCI	EMCR Readin	EN	Loc	HEI	CEF	wo	Tec	МО	BC	MO	PSF	TSB	ERAC - Canad	CAI	ECC Car	DFO	FNHA	IOGC
Product Release - Liquids	-		-	✓	✓	~	✓	-	✓	✓			-			✓	-	-	-	-		=
Product Release - Gas	-			>	~	~	✓	=	>	~						✓						-
Transportation Incident - Involving Product Release (Road/Rail/Air/Marine)	-	-	~	~	~	~	~	-	~	~	=	=	=	-	-	~	~	~	=	=	=	-
Fire / Explosion / BLEVE	-	✓	✓	~	~	~	<	-	1	✓						✓	-		✓	=	-	-
Serious Injury or Death Including Vehicle Accidents	✓		✓	~	✓				✓	✓						✓					=	
Motor Vehicle Accident (No Injuries) - Employee	-		=							-												
Security Related Incident	-		✓	✓	✓					-												
Radiation Related Incident		✓	✓	✓	✓				-	✓												-
Electrical Incident	-		✓	✓	1																	
Pressure Vessel or Piping Incident	-		✓	✓	1					-	1											
Crosses Boundary (Interprovincial or International)	-		-	=	-	-			✓							✓						
Incident Involving E2 Regulated Substance	-	✓		✓		-	✓	-	-							-	-	-				=
Impacts First Nations & Indigenous Groups	grou coor	For immediate life safety messaging, contact the Indigence group after you have done so. For all other communication coordinate messaging.						ligenous group directly and notify Pembina's Indigenous Affairs nications, contact Pembina's Indigenous Affairs group first to						=								
Impacts Airspace	Request airspace closures through Transport Canada's Aviation Operations Centre (AVOPS) and Notice to Airmen (NOTAM) through NAV Canada.																					

#### **CORPORATE EMERGENCY RESPONSE PLAN (CANADA)**

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#### Agency Information 5.2.9

	British Columbia Agencies										
<ol> <li>Ensure</li> <li>Area s</li> </ol>	al Contact Matrix – BC will describe who you need to call – this table will pro you also check Federal Regulator(s) for additional information and direction pecific contacts are available in the applicable Area- / Asset-specific Plan inders are also encouraged to seek further information from relevant <b>Pembi</b> r										
Agency	Roles and Responsibilities During Emergencies: What they do / how they can help Subsequent Reporting										
Emergency Management and Climate Readiness (EMCR)	<ul> <li>EMCR acts as a 24-hour incident reporting line and initiates a government notification fan-out to the BCER and/or MOE, as required.</li> <li>EMBC will contact other government agencies only if directly involved.</li> <li>EMCR will notify the BCER on call Emergency Response Officer and initiate British Columbia's notification of government agencies including MOF, ENV, MOTT, Health Unit, WorkSafe BC, affected municipalities and all other level of government and industry, depending on the level of "coding" (notification Code: 1,2,3 is determined by the Lead Agency, ENV, or BCER); depending on the code level Standard Operating Procedures (SOP) will determine who is notified).</li> <li>Provide representatives to help coordinate provincial response as required.</li> </ul>	<ul> <li>When a spill occurs, or there is the risk of one occurring, it must be reported immediately by calling 1-800-663-3456. This is known as the initial report or Dangerous Goods Incident Report (DGIR).</li> <li>The Initial Report must be completed by the responsible person (spiller) if the quantity for the substance of the spill is equal to or greater than the quantity outlined in the schedule of the Spill Reporting Regulation; or if the spill has, or might, impact a body of water.</li> <li>Additional information on spill reporting requirements is available in the Spill Reporting Regulation of the Environmental Management Act.</li> <li>When reporting a spill, the following information must be provided to the dispatcher:</li> <li>The contact information for the individual making the report, the responsible person in relation to the spill, and the owner of the substance spilled</li> <li>The date and time of the spill site</li> <li>A description of the spill site and the surrounding area</li> <li>A description of the spill site and the surrounding area</li> <li>A description of the circumstances, cause and adverse effects of the spill</li> <li>Details of any action taken or proposed to comply with Section 91.2 (2) of the Act (Responsible Persons - spill response fact sheet (PDF))</li> <li>Names of any provincial, federal, local, and/or first nation government agencies at the spill site</li> <li>The names of any other persons or government agencies advised about the spill</li> </ul>	<ul> <li>Note to responders: The following spill reports do not apply to oil or gas activity(ies) governed by the Emergency Management Regulation, B.C. Reg. 204/2013:</li> <li>section 5 [updates to minister]</li> <li>section 6 [end-of-spill report]; and</li> <li>section 7 [lessons-learned report].</li> </ul>								

		British Columbia Agencies		
Agency	Roles and Responsibilities During Emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
British Columbia Energy Regulator (BCER)	<ul> <li>During emergencies the BCER acts as a liaison between industry operators and EMCR to provide situation updates related to threatened oil and gas assets.</li> <li>Notified by EMCR of incidents within BCER's jurisdiction.</li> <li>Oversees the operator's response to an incident.</li> <li>Establishes communication with the operator.</li> <li>Confirms incident level with operator.</li> <li>Confirms ignition decision with operator if time permits.</li> <li>Confirms media releases to be sent out by operator.</li> <li>Issues road closure order upon request from the operator.</li> <li>May send an BCER representative to the incident site and/or Reception Centre</li> <li>May establish a Government EOC at the BCER office, as required</li> <li>Confirms downgrade of incident level.</li> </ul>	<ul> <li>MINOR INCIDENT (Form A)</li> <li>This form is to be used for incidents which do not meet BCER Level 1, 2, or 3 Classification</li> <li>Minor incidents must be reported to the BCER within 24 hours through the BCER's Online Minor Incident Reporting System.</li> <li>If the minor incident involves a spill, EMCR must also be called at 1-800-663-3456 to receive a Dangerous Goods Incident Report (DGIR) number.</li> <li>LEVEL 1, 2, OR 3 EMERGENCY (Form C)</li> <li>This form is to be used for emergencies which meet BCER Level 1, 2, or 3</li> <li>Classification. The emergency must be reported to the BCER within 1 hour of the incident via Emergency Management and Climate Readiness (EMCR) by calling 1-800-663-3456 (EMCR one call number).</li> <li>OIL AND GAS ROAD CLOSURES</li> <li>In Emergency situations, permit holders must phone the BCER's 24-hour Incident Reporting line to notify the BCER of needed emergency oil and gas road closures.</li> </ul>	<ul> <li>Form D: Permit Holder Post Incident Report Form must be submitted within 60 days for: <ol> <li>Any Level 1, 2 or 3 emergency incident:</li> <li>complete Part A-P; or</li> </ol> </li> <li>Any pipeline incident (including minor incident):</li> <li>complete Part A-U; or</li> <li>Upon request by the BCER.</li> </ul> This report and accompanying documentation can be found on the BCER's website under Emergency Response and Planning and must be emailed electronically to EMP@bc-er.ca	
Ministry of Environment and Climate Change Strategy (ENV)	<ul> <li>The Ministry of Environment and Climate Change Strategy is responsible for the effective protection, management and conservation of B.C.'s water, land, air and living resources.</li> <li>A Ministry representative – Environmental Emergency Response Officer (EERO) – will provide regulatory oversight and monitor the situation to ensure appropriate response actions.</li> <li>Monitors discharges to the land, atmosphere and all water bodies.</li> <li>May provide a representative to the incident site and the BCER EOC and/or the PREOC on a 24-hour basis. In a larger scale incident, based on risk, additional ministry resources such as Incident Management Teams (IMT) may be deployed to establish Unified Command and monitor, augment, or take over the response if Pembina fails to take appropriate action as deemed necessary by the EERO or Provincial Incident Commander.</li> <li>May assist to ensure other required agencies and affected stakeholders are contacted.</li> <li>May provide assistance with hazardous waste management.</li> <li>May conduct sampling for monitoring and enforcement purposes.</li> </ul>	<ul> <li>If a spill occurs, or is at imminent risk of occurring, responsible persons (spillers) must ensure that it is immediately reported to EMCR by calling 1-800-663-3456 (EMCR one call number).</li> <li>An Initial Report must be made immediately if any of the following occur or is at imminent risk of occurring: <ol> <li>If the volume spilled, or likely to be spilled, is equal to or greater than the minimum quantity outlined in the Spill Reporting Regulation.</li> <li>If the spill enters, or is likely to enter, a body of water, the spill is reportable.</li> </ol> </li> <li>A release of natural gas is reportable if: <ol> <li>The spill is caused by a breakage in a pipeline or fitting operated above 100 pounds per square inch (psi) that results in a sudden release of natural gas; and</li> <li>The amount of the spill is, or is likely to be, equal to or greater than 10 kilograms (kg).</li> </ol> </li> </ul>	<ul> <li>Note to responders: The following spill reports do not apply to oil or gas activity(ies) governed by the Emergency Management Regulation, B.C. Reg. 204/2013:</li> <li>section 5 [updates to minister]</li> <li>section 6 [end-of-spill report]; and</li> <li>section 7 [lessons-learned report]</li> </ul>	As requested / available, depending on incident requirements.

#### CORPORATE EMERGENCY RESPONSE PLAN (CANADA)

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		British Columbia Agencies		
Agency	Roles and Responsibilities During Emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Local Authorities	<ul> <li>Regional Districts and Municipalities have formal Emergency Management Plans, which outline the measures and sources of assistance that can be obtained to protect the public and support emergency response efforts within their jurisdiction.</li> <li>Upon request from the BCER, the Regional District may address emergency response capabilities, expectations and preparedness. If required, the Regional District may activate their emergency plan in order to achieve any of the following:</li> <li>Dispatch representative(s) to the BCER EOC, if established.</li> <li>Ensure notification of endangered area residents.</li> <li>Coordinate Emergency Social Services (ESS).</li> <li>If necessary, declare a State of Local Emergency.</li> <li>Assist in a public information service.</li> </ul>	<b>Report immediately at the firs</b> Contact information available in the		
WorkSafe BC	<ul> <li>Supports injured workers and promotes workplace health and safety across B.C.</li> <li>Evaluates the safety of occupants at the work site, and ensures necessary precautions are taken to protect worker health and safety during the emergency.</li> <li>Ensures that the appropriate employers provide equipment and personnel required on-site to monitor worksite hazards.</li> <li>May provide a representative to the emergency operations centre as required.</li> </ul>	<ul> <li>You must immediately notify WorkSafe BC of any incident that:</li> <li>resulted in serious injury to or the death of a worker,</li> <li>involved a major structural failure or collapse of a building, bridge, tower, crane, hoist, temporary construction support system or excavation,</li> <li>involved the major release of a hazardous substance,</li> <li>involved a fire or explosion that had a potential for causing serious injury to a worker, or</li> <li>was an incident required by regulation to be reported.</li> </ul>	Check with appropriate <b>Pembina</b> SME for further details on reporting requirements. NOTE: If you're required to report to BCER / EMCR, ensure you also report to WorkSafe BC. Do not assume BCER or EMCR has notified them. <b>Except as otherwise</b> <b>directed by an officer of the Board or a peace officer</b> , you must not disturb an incident scene unless it is necessary to attend to persons injured or killed, prevent further injuries or death, or protect property that is endangered as a result of the accident.	
Ministry of Forests (MOF)	<ul> <li>Responsible for the stewardship of provincial Crown land and natural resources, and for the protection of B.C.'s archaeological and heritage resources. Oversees BC Wildfire Service for the province.</li> <li>If a forest fire (designated as a provincial emergency only) is associated with the emergency, Forestry Personnel will fight forest fires within their jurisdiction.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – BC</i> . Check with appropriate <b>Pembina</b> SME for further details on repor	ting requirements.	Maintains up-to-date information on current wildfires of note – thes wildfires can also be viewed on the active wildfires map.

		British Columbia Agencies		
Agency	Roles and Responsibilities During Emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Public Services & Procurement Canada (PSPC)	<ul> <li>Public Services &amp; Procurement Canada (PSPC) is a federal agency that regulates the Alaska Highway (Hwy 97) north of mile 83.5 (km 133) to the border of British Columbia and Yukon Territories at km 968.</li> <li>Oversee Alaska Highway response routes – a network of pre-identified routes that can best move emergency services and supplies to where they are needed in response to a major disaster.</li> <li>Authorize closure of the Alaska Highway where the safety of the public is at risk.</li> <li>Assist in public notification of an emergency through the MOTT's DriveBC website, as well as posting advisories on overhead message boards along designated routes.</li> <li>Provide response support if dangerous goods are released.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – BC</i> for any inc 83.5 (km 133) to the border of British Columbia and Yukon Territo Check with appropriate <b>Pembina</b> SME for further details on report	ries at km 968.	
Ministry of Transportation & Transit (MOTT)	<ul> <li>Ministry of Transportation &amp; Transit(MOTT)</li> <li>Role and function in an emergency would be to manage any impacts to traffic both on numbered highways as well as on side roads in the event of an emergency.</li> <li>Authorizes the closure of provincial transportation routes, including highways and inland ferries, where the safety of the public is at risk.</li> <li>Assists in public notification through the DriveBC website, as well as posting advisories on overhead message boards along designated routes.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – BC</i> . Check with appropriate <b>Pembina</b> SME for further details on report	ting requirements.	
HEMBC	<ul> <li>Health Emergency Management BC (HEMBC)</li> <li>Notifies Health Region of incident and assists Region in preparing for and responding to the incident.</li> <li>Monitors facilities and developments.</li> <li>Enforces health legislation.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – BC</i> . Check with appropriate <b>Pembina</b> SME for further details on report	ting requirements.	Educates the public on public health issues.
Mistry of Agriculture and Food	<ul> <li>The Ministry of Agriculture and Food assists industry mitigate impacts to agricultural stakeholders/producers during emergencies.</li> <li>Maintains various emergency management guides for farmers.</li> <li>May provide information to support Pembina SMEs with the development of a livestock management / relocation plan.</li> </ul>	Notify as indicated by the <i>External Contact Matrix – BC</i> . Check with appropriate <b>Pembina</b> SME for further details on report	ting requirements.	

		British Columbia Agencies		
Agency	Roles and Responsibilities During Emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Technical Safety BC	Technical Safety BC administers the <i>Safety Standards Act</i> and associated regulations that apply throughout British Columbia, including on lands that are subject to federal regulation for other purposes. Technical Safety BC may investigate incidents involving regulated work or regulated equipment.	Technical Safety BC is to be notified immediately in cases of Boilers, Pressure Vessels, Piping and Fittings, Electrical & Gas incidents resulting in a moderate, major and fatal injury or moderate, major or severe property damage. All other incidents must be reported within 24 hours (or as soon as practical). Rail accidents where a person sustains a serious injury or is killed as a result of being on board or getting on or off the rolling stock, or coming into contact with any part of the rolling stock or its contents, or the rolling stock is involved in a grade crossing collision or a derailment, sustains damage that affects its safe operations, or causes or sustains a fire or explosion, or causes damage to the railway, that poses a threat to the safety of any person, property or the environment, or any dangerous good is released.	Additional reporting may be required depending on the incident or involved technology. Check with appropriate <b>Pembina</b> SME for further details on reporting requirements.	

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# 5.3 Saskatchewan

#### 5.3.1 Saskatchewan Overview

Upstream oil and gas operators are required to notify and report any incidents that occur in the field to the Government of Saskatchewan's Ministry of Energy and Resources (ER).

# 5.3.2 Incident Classification / Level of Emergency

Saskatchewan ER has not specified a matrix to be used to classify the **Regulatory Level of Emergency**. The *Corporate Incident Classification Matrix* will be used for internal classification purposes. This page intentionally left blank

# 5.3.3 External Contact Matrix - Saskatchewan

Saskatchewan Notification Matrix		Initia sponc			Le	ad Ag	encie	es				Suppo	rting		ncies	& Othe	er Go	overnm	nent	Conta	cts		
This matrix provides guidance on conducting notifications to government agencies as required. • Select all incident types that apply • Refer to Provincial and Federal Agency tabs for specific contact instructions • Refer to area specific plan(s) for contacts <b>Legend</b> ✓ = Required Contact ■ = Contact if applicable to incident Incident Type	Ambulance Services	Fire Departments	Police / RCMP	Saskatchewan ER - Ministry of Energy & Resources	SPSA - Saskatchewan Public Safety Agency	Ministry of Environment	Local Authorities	SHA - Saskatchewan Health Authority	CER - Canada Energy Regulator	OH&S - Ministry of Labour Relations & Workplace Safety	WCB - Workers' Compensation Board	TSAS - Technical Safety Authority of Saskatchewan	SaskPower - Electrical Safety	WSA - Saskatchewan Water Security Agency	MOH - Ministry of Highways	MOH - Transportation Programs & Services Unit (Rail)	TSB - Transportation Safety Board	ERAC - Emergency Response Assistance Canada	CANUTEC	ECCC - Environment & Climate Change Canada	DFO - Department of Fisheries & Oceans	ISC / RO / FNIHB	10GC - Indian Oil & Gas Canada
Product Release - Liquids	-		-	✓	✓	✓	✓	-	✓	-				-	=	✓	✓					=	
Product Release - Gas		-		1	✓	1	✓	-	1		-			-	-	✓	1	-	-	-	-	-	-
Transportation Incident - Involving Product Release (Road/Rail/Air/Marine)	-	-	~	~	~	~	~	=	~	-	-			-	-	~	1	~	~	-	=	-	-
Fire / Explosion / BLEVE		✓	✓	✓	~	✓	✓	=	~	-	-	✓		-		✓	1	-		✓			
Serious Injury or Death - Including Vehicle Accidents	✓	-	✓	✓	-				~	-	=					=	1						
Motor Vehicle Accident (No Injuries) - Employee		-																					
Security Related Incident			✓																				
Radiation Related Incident		✓	✓	✓		✓	-	-			-												-
Electrical Incident		-	✓	Ĩ							-		✓										
Pressure Vessel or Piping Incident			✓	✓			✓				-	✓											
Crosses Boundary (Interprovincial or International)			-	-					✓								✓						
Incident Involving E2 Regulated Substance		✓	-	-	✓		✓	-			-					✓							
Impacts First Nations & Indigenous Groups	after messa	you ha aging.	ave do	ne so.	For al	lother	com	muni	icatior	is, conta	act Pe	embina'	s Indi	igenou	ıs Aff	embina's airs grou	up firs	st to co	ordin	ate			-
Impacts Airspace	Reque NAV (			closur	es thro	ough T	ransp	ort C	Canada	a's Aviat	ion C	Operatio	ons Ce	entre (	AVO	PS) and I	Notic	e to Air	men	(NOTAN	Л) thr	ough	

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#### Agency Information 5.3.4

					Saskatchewan Agencies			
sur ea s	e you also check <i>Cana</i> specific contacts are av	da – Federal Regulator vailable in the applicat	r(s) for additional inform	ation and dir	will provide the details about Lead Agencies. rections for immediate and subsequent notifications ersonnel / SMEs			
y		-			ncies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Addit
	<ol> <li>Saskatchewan ER ma</li> <li>NOTIFY Saskatch</li> <li>ACTIVATE ERP w</li> <li>REMEDIATE or, v</li> <li>SUBMIT detailed matter.</li> </ol>	<b>linistry of Energy and</b> ndates the following p ewan ER in accordanc here required and take vhere necessary, recla	Resources (ER) is the process: e with the requirements e immediate steps to res im the affected area to rts in the Integrated Res	imary regul of this Direct solve the incid the satisfaction	atory authority for the oil and gas industry in Saskatchewan. tive; see below table for list of reportable incidents <i>Source: Directive PNG014</i> dent;	<ul> <li>Verbal Report</li> <li>Immediate Telephone Notification by Operator         <ul> <li>An operator is required to             immediately notify Saskatchewan             ER's Emergency Support line at             1-844-764-3637 on the discovery of             any incident listed in Appendix 1             except for the following types of             incidents:             <ul>                   Contact damage to a flowline or                  pipeline that does not result in a                  break or leak; or</ul></li>                   Any on-lease release of oil,                  condensate, emulsion or                  saltwater that is less than                  10.0 m<sup>3</sup></ul></li>                   On-lease releases or contact damage             that are exempt from immediate             telephone notification still require             ER notification using IRIS.                   Determine the Ministry's Field Office             responsible for the area where the             incident has occurred; you will be             prompted for this information when </ul>	<ul> <li>IRIS Notification by Operator All incidents listed in Appendix 1 must be promptly reported in IRIS not later than five (5) business days after the discovery of the incident. <ol> <li>Refer to the <i>Directive PNG014</i> to ensure you have the required information and documentation available.</li> <li>Log in to IRIS and complete the initial incident Report Upon successful submission of the initial report a countdown calendar is initiated in IRIS – you must complete the subsequent detailed incident report within 90 days to avoid penalty: <ol> <li>Refer to the <i>Directive PNG014</i> to ensure you have the required information and documentation available.</li> </ol> </li> </ol></li></ul>	<ul> <li>Supp</li> <li>Provid represent estor</li> <li>of the incide requin</li> <li>Provid consumers</li> <li>Provid consumers</li> <li>Provid consumers</li> <li>Provid consumers</li> <li>Provid</li> <li>Direct</li> <li>other</li> <li>provid</li> <li>agendary</li> </ul>
	Horizontal Directional Drilling (Pipeline/Flowline Installation)	Release, Spill or Frac- Out	Drilling Fluid	All	Any volume	you call the Emergency Support Line.	detailed incident report process.	
	Drilling / Fracturing Operation Well or Facility Operation	Release or Spill Break, leak, malfunction of any equipment or intentional / unintentional action resulting in an escape or release Escape or Release	Drilling wastes Fracturing Wastes Oil, salt water, condensate, oil & gas waste, emulsion or product Refined Chemical Gas Containing H <sub>2</sub> S	All All On-lease Off-lease On-lease All All	Any volume released that is not approved under GL99-01 <sup>2</sup> Any volume released that is not approved under GL2000-01 <sup>3</sup> All volumes ≥1.0 m³ or 2000 liters requires reporting but only volumes ≥10.0 m³ or 10000 liters require notification         Any volume         All volumes ≥0.5 m³ or 500 liters         Any volumes where:         1.       The concentration of H₂S exceeds 0.1 % or 1000 ppm or 1.0 mole H₂S/kilomole from solids, liquids or gas during production or transportation (truck or transmission via pipeline/flowline); or         2.       The released volume poses a danger to human health, domestic animals, wildlife or the environment.		<ul> <li>Reclamation Report</li> <li>When the initial incident</li> <li>notification indicated that a</li> <li>reclamation report is required,</li> <li>you must submit the report within</li> <li>six months of completing the</li> <li>remediation of the incident.</li> <li>1. Refer to the <i>Directive</i></li> <li><i>PNG014</i> to ensure you have</li> <li>the required information and</li> <li>documentation available.</li> <li>2. Log in to IRIS and complete the</li> <li>reclamation report information</li> <li>process.</li> </ul>	

	Saskatchewan Agencies			
Agency	Roles and Responsibilities During emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additiona Supports
Saskatchewan Ministry of Environment (MOE)	The Ministry of Environment (MOE) provides science-based solutions, compliance and mitigation measures aimed at protecting the environment, and safeguarding communities. They will work with Environment Canada during emergencies to ensure appropriate response, clean up and remediation to product release. Any spill, release or emergency that may harm the environment or pose a risk to public health or safety must be reported immediately. If you're unsure if a spill is reportable, you should call it in right away.	<ul> <li>To report a spill, call the 24/7 Spill Control Centre at 1-800-667-7525.</li> <li>Provide detailed information about the discharge and discovery, including: <ul> <li>Site location</li> <li>Responsible party</li> <li>Substances involved in the occurrence</li> <li>Surrounding land use</li> <li>Agencies involved in the discharge</li> </ul> </li> </ul>	For spills exceeding reportable limits as defined by legislation, the responsible party must also submit a Written Spill Report within 30 days. Forms section "MOE 30 Day Written Spill Report Form" for report.	MOE has a Wildfire operations manageme program.
Saskatchewan Public Safety Agency (SPSA)	<ul> <li>The Saskatchewan Public Safety Agency (SPSA) coordinates activation of provincial resources and equipment.</li> <li>Coordinate provincial operations in response to a provincially or nationally declared emergency.</li> <li>Provide direction, leadership and support to the conduct of emergency operations.</li> <li>Manage the preparedness, activation, support and operations conduct of the Provincial Emergency Operations Centre and alternate centres.</li> <li>Coordinate information gathering and dissemination.</li> <li>Prepare and distribute all communications such as situation reports and alerts.</li> <li>Coordinate provincial operations in response to requests for assistance from the Federal Government or other government ministries, Crown corporations, agencies or municipal governments dealing with emergencies.</li> <li>Liaise with Public Safety Canada and, through this agency, other federal government departments and agencies where federal assistance or information is required.</li> <li>Liaise with local governments, other Ministries, Crowns, Agencies, provincial and territorial governments and Critical Infrastructure stakeholders where assistance, involvement and/or information are required.</li> <li>Through the Chief of Emergency Management provide reports to the Deputy Minister/President responsible for Emergency Management and/or the Ministers' Committee on Emergency Management, Federal/Provincial/Territorial Senior Official Committee on Emergency Management, Cabinet or Cabinet Committees.</li> </ul>	<b>Report immediately at the</b> Contact information available in	<b>first available opportunity</b> the applicable Site-Specific Plan.	
Local Authorities	<ul> <li>Municipalities/Band Councils</li> <li>Municipalities are obligated to establish emergency plans; their role and function in an emergency may include but is not limited to:</li> <li>Maintain an emergency line (24/7) where incidents can be reported.</li> <li>Provide representatives to the site of the incident or Operator Emergency Operations Centre.</li> <li>Declare a "State of Local Emergency" to exercise special powers</li> <li>Activate warning systems</li> <li>Initiate public protection measures as required, and coordinate municipal resource and equipment support</li> </ul>			

	Saskatchewan Agencies			
Agency	Roles and Responsibilities During emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Saskatchewan Health Authority (SHA)	<ul> <li>Saskatchewan Health Authority (SHA)</li> <li>Provide accurate information to the public concerning the incident.</li> <li>Provide guidance and assistance at evacuation centre(s).</li> <li>Provide health related information about toxic chemicals and by-products.</li> <li>Provide guidance on public health advisories, public evacuation and sheltering.</li> <li>Provide guidance on rescinding a declaration of public evacuation and on allowing re-occupancy.</li> <li>Investigate health complaints from the public.</li> <li>Provide advice to the POC and to the REOC on existing or potential health effects associated with the incident where possible.</li> <li>Provide health advice and safety levels for any health or special care facilities and for other persons that are likely to be sensitive from the impact as a result of the incident.</li> <li>Ensure local hospitals are alerted when there is potential for an impact from a release.</li> <li>Coordinate the provision of medical services during an emergency.</li> </ul>	Contact the Saskatchewan Health Au potential to impact public health (e., Verify that SHA and/or FNIH (First Na notified of the emergency – use the number and email below for all notif Phone: 1-306-5149-8570 (M Emergency Management Unit) Email: HEMonCall@health.g Check with appropriate Pembina SN requirements.	g. contaminated drinking water). ations & Inuit Health) have been 24-Hour Emergency Notification fications across Saskatchewan: linistry of Health – Health cov.sk.ca	SHA may provide safet messaging to the public and will relay situational information t the local health system.

	Saskatchewan Agencies			
Agency	Roles and Responsibilities During emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Saskatch	newan Supporting Agencies			
SHO	<ul> <li>Saskatchewan Ministry of Labour Relations and Workplace Safety (OHS)</li> <li>This ministry works with employers and employees, as well as industry stakeholders to reduce and eliminate workplace injuries and create a safe work environment.</li> <li>Dispatches representatives, when deemed appropriated, to evaluate and enforce compliance of regulations under provincial and territorial jurisdiction.</li> <li>Ensure that the company is monitoring the health and safety of all contractors and other workers who are not under the Canada Labour Code Jurisdiction.</li> <li>Will inspect and review the events of serious injuries or death to workers under provincial and territorial jurisdiction to ensure compliance with the provincial OHS legislation.</li> </ul>	<ul> <li>Notify the Ministry of any "critical incident" including, but not limited to:</li> <li>The actual or potential loss of life</li> <li>Limb or function related to a health ser operated by, SHA, or health care organic Check with appropriate Pembina SME for fur requirements.</li> </ul>	vices provided by, or a program ization.	
Workers' Compensation Board (WCB	WCB has the overall responsibility for the administration of the workers' compensation system in Saskatchewan.	<ul> <li>Contact the WCB within 5 days after the da become aware of an injury that prevents a sthat necessitates medical aid, or situations</li> <li>The accident causes, or may cause the of Will require hospitalization for 72 hours</li> <li>Structural failure or collapse of scaffold</li> <li>Accidental contact with an energized el</li> <li>Or an uncontrolled spill of a toxic subst</li> <li>Check with appropriate Pembina SME for fur requirements.</li> </ul>	worker from earning full wages or where: death of a worker s or more ectrical conductor ance	
TSAS	<ul> <li>The Technical Safety Authority of Saskatchewan (TSAS) is the safety regulator for pressure vessels and equipment in Saskatchewan.</li> <li>Issue certificate of inspection permits for pressure equipment before the equipment is placed into service.</li> <li>Ensure that regular inspections of in-service pressure equipment are conducted.</li> <li>Examine, certify, and register Pressure Welders and Welding Examiners, Power Engineers, and Pressure Equipment Inspectors.</li> <li>Conduct safety education and training.</li> <li>Investigate accidents or unsafe conditions that involve boilers and/or pressure equipment.</li> </ul>	Notify as indicated by the <i>External Contact</i>	Matrix.	
WSA	The Water Security Agency (WSA) is a one window service for Saskatchewan core water management responsibilities.	Notify for any incident that affects or may a supplies, or potable water sources.	ffect waterbodies, raw water	
SaskPower	<ul> <li>SaskPower is the principal electricity provider in Saskatchewan.</li> <li>SaskPower would disconnect electrical services as required in the event of an incident.</li> </ul>	Notify as indicated by the External Contact	Matrix.	

	Saskatchewan Agencies			
Agency	Roles and Responsibilities During emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
Ministry of Highways (MOH)	<ul> <li>Ministry of Highways (MOH) assists with road closures and safe highway management.</li> <li>MOH Transportation Programs &amp; Services Unit – Rail</li> <li>Manages Saskatchewan's regulated railway infrastructure, The Railway Act and reviews and authorizes construction/opening of provincially regulated railway.</li> <li>May inspect all or any part of a railway and provide a written report where the minster: <ul> <li>Receives a complaint about the state of repair of any part of a railway.</li> <li>For any reason an inspection of a railway is necessary.</li> </ul> </li> <li>May inspect all or any rol rail and rail operations to ensure compliance with provincial regulations.</li> <li>Provide authorization and assistance for the cancellation of services and closure of provincial regulated railway into compliance.</li> <li>Accidents and can issue orders to rectify any deficiencies to bring provincially regulated railway Act. Accidents und incidents will be investigated as required by Rail Services pursuant to Section 32 of The Railway Act. Accident/Incidents must be reported following the provincial guideline PRG 1006.</li> <li>Work with appropriate local and federal entities to facilitate the restoration of provincial railway infrastructure.</li> </ul>	<ul> <li>Notify MOH Transportation Programs &amp; Se</li> <li>A person is killed or sustains a serious i getting on or off or being on board</li> <li>coming into direct contact with any contents.</li> <li>The rolling stock or its contents: <ul> <li>are involved in a collision or derailing</li> <li>sustain damage that affects the safe</li> <li>cause or sustain a fire or explosion,</li> <li>cause damage to the railway that p of rolling stock or to the safety of a environment.</li> </ul> </li> <li>There is an accidental release on board of a quantity of dangerous goods or an greater than the quantity or emission la Transportation of Dangerous Goods Re</li> <li>An incident where: <ul> <li>a risk of collision occurs between ro</li> <li>an unprotected main track or subd abnormal position;</li> <li>a railway signal displays a less restr required for the intended moveme</li> <li>rolling stock occupies a main track takes place, in contravention of the made under The Railway Act;</li> <li>rolling stock passes a signal indicati rules or any regulation or order main there is an unplanned and uncontration a crew member whose duties are consperation of the rolling stock is una result of physical incapacitation wh person, property or the environme</li> <li>a person gains unauthorized entry</li> <li>the railway line sustains damage the direct result of the operation of a tild a death or serious injury occurs invia a direct result of the operation of a tild a crew the serious injury occurs invia a direct result of the operation of a tild a death or serious injury occurs invia a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation of a tild a direct result of the operation o</li></ul></li></ul>	njury as a result of: the rolling stock; or y part of the rolling stock or its nent; the operation of the rolling stock; , or poses a threat to the safe passage ny person, property or the or from a rolling stock consisting emission of radiation that is evel specified in Part 8 of the gulations (Canada). olling stock; ivision track switch is left in an rictive indication than that nt of rolling stock; or subdivision track, or track work e rules or any regulation or order ing stop in contravention of the ade under The Railway Act; olled movement of rolling stock; lirectly related to the safe able to perform their duties as a nich poses a threat to the safety of nt; onto railway property; nat affects its safe use, that is not a rain or; olving railway property that is not a train.	

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# 5.4 Ontario

#### 5.4.1 Ontario Overview

**Pembina** is a member of the Chemical Valley Emergency Coordinating Organization (CVECO), which is a branch of the Community Awareness and Emergency Response (CAER) Group based in the Sarnia area of Ontario. CVECO has its own emergency level designations (or Codes), which can be found in the Corunna Facility Site Addendum.

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### 5.4.2 External Contact Matrix – Ontario

Ontario Notification Matri	x		nitia ponc			L	ead Ag	encie	S			Supj	porting	Age	ncies	s & (	Othe	r Gove	rnm	ent Co	ntac	ts	
<ul> <li>This matrix provides guidance on conducting notifications to government agencies as required.</li> <li>Select all incident types that apply</li> <li>Refer to Provincial and Federal Agency tabs for specific contact instructions</li> <li>Refer to area specific plan(s) for contacts</li> <li>Legend</li> <li>✓ = Required Contact</li> <li>= Contact if applicable to incident</li> </ul>	Agency / Resource	Ambulance Services	Fire Departments	Police / RCMP	EMO - Emergency Management Ontario	MNRF - Ministry of Natural Resources and Forestry	Ministry of the Environment, Conservation & Parks	Local Authorities	PHO - Public Health Ontario	CER - Canada Energy Regulator	MOL - Ministry of Labour	WSIB - Workplace Safety and Insurance Board	TSSA - Technical Standards & Safety Authority	ESA - Electrical Safety Authority	Ontario Hydro / Hydro One	Ministry of Transportation	TSB - Transportation Safety Board	ERAC - Emergency Response Assistance Canada	CANUTEC	ECCC - Environment & Climate Change Canada	DFO - Department of Fisheries & Oceans	ISC / RO / FNIHB	IOGC - Indian Oil & Gas Canada
Product Release - Liquids					✓	✓	✓	✓		✓							✓	-		-	-		
Product Release - Gas					✓	✓	✓	✓		✓	-						1	-					=
Transportation Incident - Involving Product Release (Road/Rail/Air/Marine)		-		~	~	~	~	~	-	~						-	~	~	~	=	-		=
Fire / Explosion / BLEVE			✓	✓	✓	✓	✓	✓	=	✓	=				=		✓	-		✓	=		=
Serious Injury or Death - Including Vehicle Accidents		✓		~					-	~	~						~						
Motor Vehicle Accident (No Injuries) - Employee				=								-											
Security Related Incident		-		✓	✓		-								-								
Radiation Related Incident			✓	✓	✓	✓	=	=	-	-	-												-
Electrical Incident				✓					-	-	-			✓									
Pressure Vessel or Piping Incident				✓	✓			✓			-		✓										
Crosses Boundary (Interprovincial or Internation	al)				-					✓							✓						
Incident Involving E2 Regulated Substance			✓		✓	✓		✓			-				-						-		
Impacts First Nations & Indigenous Groups		group	p afte		nave d							roup dii contact										=	-
Impacts Airspace				rspace AV Car		res thro	ough Tra	anspor	t Cana	ida's A	viatio	n Opera	itions Ce	entre	(AVC	)PS)	and N	Notice t	o Airr	men ( <mark>N</mark>	OTAN	/1)	

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#### Agency Information 5.4.3

		Ontario Agencies		
<ol> <li>Ensur</li> <li>Area</li> </ol>	nal Contact Matrix – Ontario will describe who you need to call – this table will provide the details about Lead Age re you also check Canada – Federal Regulator(s) for additional information and directions for immediate and subse specific contacts are available in the applicable Site-Specific ERP onders are also encouraged to seek further information from relevant <b>Pembina</b> personnel / SMEs.			
Agency	Roles and Responsibilities During emergencies: What they do / how they can help	Immediate Notice / Verbal Report	Subsequent Reporting	Additional Supports
MNRF	<b>Ministry of Natural Resources and Forestry (MNRF)</b> Provides provincial support when local authorities are unable to cope with the capacity of emergency response operations.	All reporting of incidents involving hydrocarbons is done through the Ontario Spills Action Centre. They can be reached at 1-800-268-6060 or 1-416-325-3000, 24 hours a day, seven days a week.	Further written reporting will be required for reportable releases.	
MOE & C/F	<ul> <li>Ministry of Environment, Conservation and Parks (MOE &amp; C/F)</li> <li>Responsible for spills of pollutants to the natural environment and drinking water.</li> <li>Coordinates and manages provincial effort to detect, identify, contain, clean up and dispose or minimize release of hazardous materials.</li> </ul>	<ul> <li>*One call agency – MNFR receives calls reported through the Ontario Spills Action Centre (24/7 Call Centre).</li> <li>Landowner(s) should also be notified as soon as practicable.</li> </ul>	See Ontario Petroleum Industry Release Reporting Requirements for thresholds	
TSSA	<ul> <li>Technical Standards and Safety Authority (TSSA) promotes and enforces public safety.</li> <li>Operates in four sectors in Ontario: <ul> <li>Boilers and Pressure Vessels and Operating Engineers</li> <li>Elevating Devices, Amusement Devices and Ski Lifts</li> <li>Fuels</li> <li>Upholstered and Stuffed Articles</li> </ul> </li> </ul>	Receives calls reported through the Ontario Spills Action Centre (24/7 C the regulatory requirement of reporting incidents to TSSA.	all Centre). Reporting an incident to SAC meets	
Ministry of Labour (MOL)	<ul> <li>Ministry of Labour (MOL)</li> <li>Once notified of an incident, MOL will assign an inspector who will respond to the report. The inspector may: <ul> <li>view the incident location</li> <li>take photographs and measurements</li> <li>interview witnesses, co-workers, supervisors, employers, and anyone else who might have relevant information (for example, equipment manufacturers)</li> <li>examine and test the equipment involved</li> </ul> </li> <li>The inspector may identify hazards and issue orders, which the workplace parties must address to prevent this type of incident from happening again. Once the investigation is complete, the inspector may recommend that charges be laid when there has been a violation of the OHSA related to a worker fatality or injury. No one should change or disturb the accident scene before an inspector gives permission to do so.</li> </ul>	In workplaces that fall under the Occupational Health and Safety Act (Or any critical injury or fatality. Refer to appropriate Safety SME for further information and reporting r		
WSIB	Workplace Safety & Insurance Board (WSIB) administers compensation and provides liability insurance and access to industry specific health and safety information.			
Ontario S	Supporting Agencies			
Coordinat	y Management Ontario (EMO) provides emergency framework to all ministries and communities. es response when multiple ministries are required for emergency response. Responsible to invoke the Provincial y Plan if required.	Notify as indicated by the <i>External Contact Matrix - Ontario</i> . Check with appropriate <b>Pembina</b> SME for further details on reporting re	equirements.	
incident th	Ith Ontario (PHO) does not have any roles and responsibilities developed for the oil & gas industry. In the event of an nat poses an environmental threat to human life or health, PHO is to be notified and will work closely with Pembina support as needed.			
Ontario M	inistry of Transportation			
Ontario H	/dro / Hydro One			
Electrical S	Safety Authority (ESA)			

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# 5.5 Federal Regulator(s)

	Canadian Federal Agencies
Roles and Responsibilities	Immediate Notice / Verbal Report
Canadian Energy Regulator (CER)	Immediate Notice - Verbal and Written Notification within 3 hours
The Canadian Energy Regulator (CER) – formerly National Energy Board (NEB) – regulates companies that own and/or operate interprovincial or international pipelines. During the implementation of the CER Act, decisions and orders made by the NEB stand and will be enforceable by the CER; regulations made under the <i>Onshore Pipeline Regulations (OPR)</i> or <i>NEB Act</i> also stand and will be in force until repealed or replaced.	<ul> <li>Where an event meets any of the criteria below, verbal and written notification is required within 3 hours.</li> <li>An Incident that Harms People or the Environment: <ul> <li>A death;</li> <li>A serious injury as defined in the Canadian Energy Regulator Onshore Pipeline Regulations</li> <li>an unintended or uncontrolled release of LVP hydrocarbons in excess of 1.5 m<sup>3</sup> that leaves company property or occ</li> <li>an unintended or uncontrolled release of gas or HVP hydrocarbons &gt;30,000 m<sup>3</sup>;</li> <li>any unintended or uncontrolled release of sour natural gas or hydrogen sulfide; and/or</li> </ul> </li> </ul>
The CER and the Transportation Safety Board of Canada (TSB) have adopted a single window approach for pipeline event reporting.	<ul> <li>a significant pollution event under Canada Oil and Gas Drilling and Production Regulations or Northwest Territories'</li> </ul>
Call the Transportation Safety Board for pipeline emergencies: 1-819-997-7887 (24-hour hotline). Section 52 of the OPR also requires companies to immediately notify the CER of any incident relating to the construction, operation, or abandonment of its pipeline. The OPR also requires companies to submit a Preliminary Incident Report5 (PIR) and Detailed Incident Report (DIR) as soon as is practicable. The information required for a DIR must be submitted via OERS within 12 weeks (84 days) of the company's notification to the CER. For complex incidents, companies may request an extension for submission of a DIR via the Send a	<ul> <li>A Rupture:</li> <li>an instantaneous release that immediately impacts the operation of a pipeline segment such that the pressure of the A Toxic Plume:</li> <li>a band of service fluid or other contaminant (e.g. hydrogen sulfide or smoke) resulting from an incident that causes (e.g. muster, shelter-in-place or evacuation).</li> <li>Verbal notification is done through the TSB reporting Hotline (1-819-997-7887) followed by a Preliminary Incident Report Reporting Hotline (1-819-997-7887) followed by a free event were a soon as possible and no later than 3 hours after the event were a soon as possible and no later than 3 hours after the event were and the source of the source</li></ul>
Call the CER for emergencies with operations, a facility, or an activity: 403-299-	<b>Precautionary Reporting</b> The CER expects companies to take a precautionary approach to event reporting. This means that even if there is some expects the company to notify the CER on a precautionary basis.
2773 Call the Spill Report Line for spills from an exploration or production facility	There is a selection in OERS that allows a company to indicate when it is reporting an event on a precautionary basis. Predata and resources unless subsequent information demonstrates the event has met a regulatory reporting requirement.
under the Canada Oil and Gas Operations Act or the Canadian Energy Regulator Act in the Northwest Territories, Nunavut, or Canadian Arctic Waters: 1-867-920- 8130	Written Notification within 24 hours For all other events that require companies to "immediately" notify or report, but which do not meet any of the Immedia written notification via OERS as soon as possible and no later than 24 hours after the event was discovered. This include
The CER, on its own or working with other government bodies (e.g., the TSB), may open a formal investigation of an event.	Additional details on Event Reporting can be found in the CER Event Reporting Guifdeline (Revised December 2024).

occurs on or off the ROW;

es' Oil and Gas Drilling and Production Regulations.

the segment cannot be maintained.

es people, including employees, to take protective measures

Report via OERS.

was discovered.

ne doubt as to whether an event needs to be reported, the CER

Precautionary notifications are not included in event reporting ent.

ediate Notice (within 3 hours) criteria, companies must submit a des precautionary notifications.

	Canadian Federal Agencies		
Roles and Responsibilities	Immediate Notice / Verbal F	eport	
<b>Transportation Safety Board of Canada (TSB)</b> SB operates a 24/7 emergency hotline. They investigate and provide upport to partner agencies such as CER and Transport Canada during ir, marine, pipeline, and rail transportation incidents.			e Provide the remainder as soon as it becomes
Emergency Response Assistance Canada (ERAC)			
<b>Pembina</b> has registered Emergency Response Assistance Plans (ERAPs) with ERAC which provides first response to road, rail, and stationary tank incidents involving flammable gases, or for rail incidents involving lammable liquids (>450L).			
Fransport Canada CANUTEC	In the event of an emergency involving dangerous goods, call C/	ANUTEC at 1-888-CAN-UTEC (226-883	2), 613-996-6666 or *666 a
ANUTEC is the <b>Canadian Transport Emergency Centre</b> operated by the fransportation of Dangerous Goods (TDG) Directorate of Transport canada. The Directorate's overall mandate is to promote public safety in the transportation of dangerous goods by all modes. CANUTEC staff do not go to the site of an incident, however, should on- ite assistance be required, CANUTEC can assist in the activation of industry emergency response plans. CANUTEC may also provide ommunication links with the appropriate industry, government or nedical specialists.	<ul> <li>Federal TDG regulations require that CANUTEC be contacted in the event of a dangerous goods incident involving the road, rail, m</li> <li>The death of a person;</li> <li>A person sustaining injuries that required immediate medical treatment;</li> <li>An evacuation of people or their shelter in place;</li> <li>The closure of a facility used in loading or unloading of dangerous goods;</li> <li>The closure of a road, a main railway or a main waterway;</li> <li>The means of containment has been damaged to the extent that its integrity is compromised, or;</li> <li>The centre sill or stub of a tank car is broken or there is a crack in the metal equal to or greater than 15 cm</li> </ul>		
Responders are encouraged to review the <i>Emergency Response Guidebook 2024</i> (available online).	Class Description	Packing Group or Category Quar	ntity
, ,	1 Explosives		quantity
	2 Gases: Compressed, deeply refrigerated, liquefied or dissolved under pressure		quantity
	3 Flammable and combustible liquids	l or II Any	quantity
	4 Flammable solids	III 30 L	or 30 kg
	5 Oxidizing substances; organic peroxides	A or B Any	quantity
	6 Poisonous (toxic) and infectious substances		
	7 Nuclear substances that are radioactive		el of ionizing radiation grea e "Packing and Transport o
	8 Corrosives		
	9 Miscellaneous products, substances or organisms dangerous to life, health, property or the environment when handled	II or III, or without 30 L packing group	or 30 kg

#### Subsequent Reporting

der of the information required by the TSB through the OERS nes available and no later than 30 days after the occurrence.

#### 6 on a cellular phone.

, marine transportation modes when the incident results in:

#### excess of the following quantities:

reater than the level established in section 39 t of Nuclear Substances Regulation, 2015"

tribution, and manner of submission.

was made. Refer to Part 8 of the TDG Reporting Requirements

	Canadian Federal Agencies		
Roles and Responsibilities	Immediate Notice / Verbal Report	Su	
Roles and Responsibilities Environment and Climate Change Canada (ECCC) Pembina has several sites that meet the criteria for a Canadian Environmental Protection Act (CEPA) Environmental Emergency (E2) Plan. These locations have storage vessels and/or tanks that contain reportable flammable or toxic substance(s) in amounts specified by E2 regulations, either in a pure form or as a flammable mixture. Note: ECCC may be contacted by the applicable provincial regulator. Despite this, if you meet the reporting requirements, you must still independently report to ECCC.	Example a spill or release           You must report any environmental emergency that:           a) has or may have an immediate or long-term harmful effect on the environment;           b) constitutes or may constitute a danger to the environment on which human life depends; or           c) constitutes or may constitute a danger in Canada to human life or health.           A verbal notification is to be made as soon as possible under the circumstances to the authorities identified in the Release and Environmental Emergency Notification Regulations (Notification Regulations) under CEPA 1999.           Guidance for responders: Refer to the written report section for details on what to include in the verbal report –it is understood you may not have all the details during the initial notification.           The person notifying Environment and Climate Change Canada must take all reasonable measures consistent with the protection of the environment and public safety, including preventing, mitigating or recovering from any negative effects on the environment or on human life or health.           The person must make a reasonable effort to notify any member of the public who may be adversely affected by the environmental emergency.	<ul> <li>A written report should be made as soon Director, Environmental Enforcement Dir Environment, in the region where the environment, in the region where the environment, Information to Be Included in the Writter 1. The name, civic address and written report.</li> <li>If applicable, the name of the entity of associated with the environmental e</li> <li>If applicable, the North American Inco digits, that describe the operations a emergency.</li> <li>The date and time of the environment including the latitude and longitude, applicable, the civic address of that he</li> <li>The name, CAS registry number and, released or likely to be released.</li> <li>The quantity of the substance that we be determined, an estimate of it.</li> <li>If the substance is or was in a contain a description of its condition.</li> <li>A description of the harmful effects of emergency on the environment and surrounding hospitals, schools, residu transit infrastructure, parks, forests,</li> <li>A description of the circumstances or of the measures taken to mitigate an health.</li> <li>A description of all measures taken to emergencies from occurring.</li> <li>(Source: Adapted from Environmental Embodies)</li> </ul>	

#### Subsequent Reporting

oon as possible under the circumstances to the Regional Directorate, Enforcement Branch, Department of the environmental emergency occurs.

#### itten Report of Environmental Emergency

and telephone number of the person who is providing the

- ity or person that is responsible for the facility that is al emergency.
- Industry Classification System codes, consisting of at least four as at the facility that is associated with the environmental
- mental emergency and the location where it occurred, de, expressed in decimal degrees to five decimal places, and, if at location.
- nd, if applicable, UN number of the substance that was

t was released or likely to be released or, if the quantity cannot

tainer system, a description of the container system, including

ts or potential harmful effects of the environmental nd on human life or health, including effects on any sidential, commercial or industrial buildings, highways, public its, wildlife habitats, water sources or water bodies. s of the environmental emergency and its cause, if known, and any harmful effects on the environment or on human life or

en or planned to be taken to prevent similar environmental

Emergency Regulations, 2019: SOR/2019-51)

Canadian Federal Agencies		
Roles and Responsibilities	Immediate Notice / Verbal Report	
Royal Canadian Mounted Police (RCMP)	<b>RCMP must be notified in the case of a fatality</b> ; request that the RCMP contact the Medical Examiner.	Dependent o Security)
<ul> <li>Federal police agency. Notify as required for initial response and support.</li> <li>May provide the following supports during emergencies:</li> <li>Notifies applicable lead agencies (i.e., AER, BCER, EMCR) and other municipal authorities / authorities with jurisdiction of reported release</li> <li>Provides security and traffic control, and supports public protection measures; may assist in initial area isolation, roadblocks, evacuation, etc. Conducts incident investigation, as required.</li> <li>Clarifies responsibility when fatalities are involved and assist the coroner in the event of a fatality in which there is no criminal wrong-doing.</li> </ul>	The RCMP must also be notified in the case of lost, stolen or misplaced explosives, radioactive materials or infections substances.	
Department of Fisheries and Oceans (DFO)	Any amount of hydrocarbons entering a waterway frequented by fish or occupied	Dependent o
DFO monitors impacts to the environment and species; they investigate all reports of marine pollution in Canada in conjunction with other federal departments. DFO may send personnel to the site if there has been or could be an impact to fish or fish habitat(s). They can also aid in search and rescue operations. Note: DFO may be initially notified of incidents by ECCC.	by waterfowl is deemed in contravention of the Federal Fisheries Act and must be reported to DFO.	(Environmen
Indigenous Services Canada (ISO)		
Indigenous Services Canada (ISC) partners with First Nations communities to prevent, prepare for, respond to, and recover from emergencies.		
Regional Operations (RO)		
<b>Regional Operations (RO)</b> liaise, communicate, cooperate, coordinate and collaborate with First Nations and public, private, and non-government sector partners in support of on reserve emergency management service delivery.	Dependent on situation – refer to appropriate <b>Pembina</b> SMEs f	or direction (Al
First Nations and Inuit Health Branch (FNIHB)		
<b>First Nations and Inuit Health Branch (FNIHB)</b> carries out the Public Health preparedness and response related to natural and man-made disasters including communicable disease control and environmental public health services. FNIHB also provides non-insured health benefits, extending coverage for medical transportation, pharma-care, medical devices, and crisis mental health support via funding of community-based counsellors and crisis support workers.		
Indian Oil and Gas Canada (IOGC)	As soon as practicable, notify IOGC of any unforeseen incident that occurs during	Dependent o
IOGC is an operating agency within Indigenous Services Canada (ISC) that manages and regulates oil and gas resources on First Nation reserve lands.	operations that results, or could result, in bodily injury or death, or in damage to First Nation lands or property. Spill reporting: Off-lease spills, and on-lease spills greater than 1 m <sup>3</sup> must be reported immediately	direction (Ab

Subsequent Reporting
nt on situation – refer to appropriate <b>Pembina</b> SMEs (Safety,
nt on situation – refer to appropriate <b>Pembina</b> SMEs
nental or Regulatory).
(Aboriginal, and other LARE service areas).
nt on situation – refer to appropriate <b>Pembina</b> SMEs for (Aboriginal).

# 6.0 COMMUNICATIONS PLANNING

At the onset of an incident, communication needs must be immediately identified and then monitored throughout the response to ensure effective incident management.

# 6.1 Internal Communication

#### 6.1.1 Within Emergency Response Organization(s)

Internal communication refers to communication within or between **Pembina** emergency response personnel and/or Pembina's ICS organization(s) – i.e., how we communicate with each other. This includes response specific communications taking place at or between the incident site, the SPCC, the **Incident Command Post (ICP)**, and the **Emergency Coordination Centre (ECC)**. Status updates and the sharing of incident related information will follow the ICS chain of command.

Communications related to the response that go beyond the responders are external and are only to be conducted by the appropriate response roles within the ICS organization given the appropriate authority and approvals.

### 6.1.1.1 Communications Equipment

**Pembina** will ensure appropriate communications equipment is made available to key response personnel. Equipment may include telephones, two-way radios, computer networks, and/or the **Virtual Command System (VCS)** tool. Outside resources should be procured to assist with equipment needs, as required.

Any site-specific radio and communications infrastructure existing within an area owned either by **Pembina**, or through mutual aid, should be integrated into the response communication plan. Specific telephone lines may be identified for incoming and outgoing purposes.

# 6.2 External Communication

**Pembina** is responsible for communicating vital information about an emergency to the public and the appropriate government agencies. This may include notifications to area stakeholders directly affected by the incident, families in the event of an injury or accident, and/or the public outside the area through the media.

External communications may impact the public's perception of the incident as well as their perception of the company's response to the incident.

It is vitally important that all external communications are brief, appropriate to the audience, and factually accurate.

### 6.2.1 First Responders

**Pembina** will ensure appropriate communications equipment is made available to first responders, as required, to facilitate communications during emergencies.

#### 6.2.2 Government and Regulatory Agencies

The Liaison Officer is responsible for ensuring that the appropriate government agencies are notified and kept informed throughout the emergency.

The appropriate regulator, environmental agency, local authority, and regional health authority will be notified. If an urban centre is located within the EPZ, that urban centre must also be notified.

#### 6.2.3 Members of the Public and Affected Parties

If an incident occurs that has the potential to impact beyond the facility boundary or pipeline ROW, **Pembina** will determine the **Corporate Incident Classification** and the **Regulatory Level of Emergency**, where applicable. **Pembina** will then notify the public within the EPZ. Members of the public within the EPZ must be advised of any public protection measures required.

The Public Protection Branch Director, with the assistance of the Notification Group and Rover/Evacuation Group, is responsible for ensuring that the public within the EPZ are notified and kept informed throughout the emergency.

#### 6.2.4 Media

Media communications are conducted in accordance with Pembina's *Crisis Communications Plan*. The Public Information Officer (PIO) ensures information for external communications is reviewed and approved by the IC prior to release to employees, the general public, and the media.

Clarification must be established immediately with contractors, suppliers, or partners as to who the **Pembina** spokespersons are. **Pembina** employees must not respond to media requests, but instead refer them to the Public Information Officer or the Media Relations line.

# 7.0 HAZARDS / EMERGENCY TYPES

This section has been developed to support an "All Hazards" approach to emergency response. During the development of the District/Area or System Plans and during a response the following factors should be considered, as appropriate:

- Properties/characteristics and quantities of products being transported and/or stored
- Regular activities on site or within the Emergency Planning Zone (EPZ), where established
- Potential consequences to human life and health, as a result of an operational upset
- Potential consequences on the environment, as a result of an operational upset

The provided response actions may be applied to incidents at any site operated by **Pembina** and should be reviewed in context of the specific event, and actioned by the appropriate responder, as required.

Responders are reminded to follow Pembina's *Initial On-Site Actions* when responding to emergencies:

3		EVACUATE – STOP, THINK. PROTECT YOURSELF
	1	Identify the correct PPE.
	-	Evacuate or have people shelter in place.
		Is it quicker to move upwind or cross wind to get to a safe location?
		PROVIDE MEDICAL AID
		> DO NOT put yourself or anyone else in harm's way when providing medical attention.
		Contact 911 and request emergency services. Provide them with the location and
	2	nature of the emergency, # and condition of affected people, and call-back number.
		Provide First Aid to any persons injured if safe to do so.
		Record information about casualties and provide this information to emergency
		services personnel when they arrive.
		Maintain care of casualties throughout.
		RAISE THE ALARM
		Assume command of the current situation.
	-	> Call the <b>Pembina</b> Emergency Response Line to activate the call down procedure: 1-
(2S)	3	800-360-4706. Provide them with: Location and nature of emergency - what Business
J		Unit (BU) is involved, call-back number, and a time for the Activation Conference Call.
		This must be within 30 minutes of the incident occurring
		ASSESS THE SITUATION
		Perform a size-up.
		Identify an initial hazard area – identify and prioritize hazards.
	4	Consider impacts to members of the public
		Allocate tasks for people to conduct such as: conducting a head count, and
		dispatching people to meet emergency services (any actions that can stabilize the
		incident and prevent it from getting worse).
		If safe to do so, act to shut down, isolate, control or contain the incident.
		SECURE THE SCENE
	5	Control access into and out of the impacted areas.
		Maintain a list of areas cleared.
		Record details of any person entering or leaving a potentially hazardous area
		CONTROL THE SITUATION
	6	Ensure people are briefed on the hazards in the area.
		<ul> <li>Continue to monitor the hazardous area.</li> </ul>
		Provide regular updates to your supervisor on the status of the incident.

# 7.1 Preparing for Operational Upset/Failure

#### **Hazard Assessment**

Management of hazards and risk is a continuous process, and it is the foundation of all safety, environment, and security elements.

Risk is managed by actively identifying hazards, assessing consequences and probabilities, and evaluating and implementing prevention and mitigation measures. Risk assessments are conducted for ongoing operations, for projects, and for products in order to identify and address potential hazards to personnel, the public, the environment, and **Pembina** assets.

Health and safety hazards need to be identified, assessed, controlled, and communicated to all impacted personnel prior to the commencement of any work and/or visits. Hazards that are not identified, assessed, eliminated, or controlled have the potential to result in loss, including workplace injuries, property damage, environmental impacts, or operational down time.

Often emergency response efforts will require Non-Routine tasks to be carried out by personnel. Pembina's Safety Management Program's *Hazard Identification, Assessment, and Control Standard* requires workers, who have identified the work they are about to perform as Non-Routine, to develop a Task Hazard Assessment (THA) or procedure to control the hazard. A THA is an evaluation used to document job steps and health and safety hazards. Potential hazards are to be identified for each step of the task, and controls are to be listed.

#### Mitigation and Leak Detection

Pipeline routes are chosen to avoid geologically unstable areas and to minimize environmental impact. To further mitigate the risk and impact of an incident, pipelines are designed so that they can be safely shut down and that segments can be isolated by installing block valves at strategic intervals along the system. Where appropriate, extra safety precautions such as increasing pipe wall thickness or depth-of-cover are undertaken to help mitigate risks.

Inspectors oversee all phases of pipeline construction. Each weld is assessed using appropriate technology to ensure they are sound and prior to installation, **Pembina** coats the entire external surface of pipelines with materials that are designed to safeguard against environmental damage and corrosion. As part of pipeline operations, a very low-voltage electrical current called cathodic protection is applied to the external surface of the pipeline, which further protects the pipe from external corrosion. Once construction is complete, above-ground warning signs are erected to clearly mark pipeline ROW so that the risk of third-party damage to the below-ground pipeline is minimized.

Pembina's Operators monitor our pipeline flow and leak detection software 24 hours a day, 365 days per year. Through our Integrity Management Program, we use in-line inspection technologies such as magnetic flux leakage to detect corrosion and ultrasonic devices to detect cracks. Our extensive geotechnical database is designed to help minimize integrity hazards associated with ground movement and watercourse channeling.

# 7.2 Product Release – Liquids

This section will provide initial actions and general response strategies - Detailed spill response procedures can be found in the *Corporate Spill Contingency Manual* and applicable Plan(s).

In the event of a spill (liquids release), responders should follow Pembina's *Initial On-Site Actions*:

- 1. Evacuate Stop. Think. Protect Yourself
- 2. Provide Medical Aid
- 3. Raise the Alarm
- 4. Assess the Situation
- 5. Secure the Scene
- 6. Control the Situation

Containment and recovery efforts focus on minimizing the effects of the spill on the surrounding areas. Should it become apparent that the entire spill cannot be contained; procedures for the protection of sensitive areas will be considered.

# 7.2.1 Land Based Containment

A spill is considered land based if it is into any area lacking the presence of water at the time of the release. Land based receptors include agricultural land, private residences, public facilities, crown land, forested areas and ROW.

#### **General Response Actions**

- □ Initiate *Initial On-Site Actions*
- □ Evacuate and complete any required notifications
- □ Isolate the spill source and complete lock out/tag out operations, if safe to do so (refer to **Pembina** policies and procedures for additional information)
- □ Assess the properties and hazards of the released product, refer to Safety Data Sheet (SDS)
- □ If required promote ventilation
- □ Based on chemical composition, wear the appropriate PPE (refer to SDS for additional information)
- □ Assess the release and determine the extent of visual impacts
- □ Block any open drainage ports using universal absorbent and/or plastic booms or available non-reactive materials
- □ Recover any free liquids utilizing suction equipment and remove any residuals using universal absorbent materials if safe to do so
- □ Place a plastic tarp over solid chemicals, such as powders or granular, to prevent airborne distribution and to prevent leachate should chemical come in contact with water and
- □ Shovel solid and contaminated material in an empty drum and seal for disposal
- □ Review Corporate Spill Contingency Manual

# 7.2.2 Wetland Containment

Wetlands are classified as areas of land covered by or saturated with water for enough time to support water tolerant vegetation, promote development of water altered soils and other biological activities adapted to wet environments. Wetlands are considered sensitive receptors due to their species diversity, sensitivity to disturbance and importance in maintaining a healthy watershed.

In the event of a spill (liquids release), responders should follow Pembina's:

- □ Initiate *Initial On-Site Actions*
- □ General Response Actions
- □ Review Corporate Spill Contingency Manual

#### 7.2.3 Open Water Containment

Open water is classified as any water body with primarily wind driven surface movement and negligible subsurface flow. This can include large open water wetlands, lakes, reservoirs or dugouts.

In the event of a spill (liquids release), responders should follow Pembina's:

- □ Initiate *Initial On-Site Actions*
- □ Review Corporate Spill Contingency Manual

#### 7.2.4 Flowing Water Containment

Receptor Types: This type of containment encompasses any other water body with flowing water along a defined route or channel, not influenced by wind driven movement. This includes rivers, creeks, streams, tributaries, ephemeral watercourses and ditches.

In the event of a spill (liquids release), responders should follow Pembina's:

- □ Initiate *Initial On-Site Actions*
- Review Corporate Spill Contingency Manual

### 7.2.5 Crude/Condensate Rail Incident

**Pembina** is a member of Emergency Response Assistance Canada (ERAC). ERAC acts on behalf of **Pembina** to develop, submit, update, and respond to the requirements of the **Pembina** Emergency Response Assistance Plan (ERAP) submitted to and approved by Transport Canada. ERAC provides a network of experienced, trained Technical Advisors, Remedial Measures Advisors, and Response Teams who respond to rail, road, and stationary tank Liquefied Petroleum Gas (LPG) emergencies and Flammable Liquids rail transport emergencies.

For LPG incidents (road, rail, and stationary tanks), ERAC's scope of work includes technical advice, containment, transfer, flaring, and purging.

ERAC is Pembina's provider of emergency preparedness and response for rail transportation incidents.

If a railcar(s) derailment occurs that causes a leak, the car to flip on its side, or poses a safety or environmental threat, the following actions shall be taken:

For transportation related incidents, notify ERAC, if required

- □ Activate the Plan
- □ Contact ERAC at 1-800-265-0212 and provide the following information:

□ Name & telephone number	Environmental and climatic conditions
□ Location	Container information, e.g., tank type, size and
	status of tank (damaged, leaking, etc.)
Incident Location	ERAP No. from shipping document
Incident type/description	Consignor
🗆 Injuries	Carrier
Rail shut down	Company responsible for tank
Evacuation of public required or	Name and contact number of Incident Commander
underway	

# 7.3 Product Release – Gaseous

In the event of a gaseous product release responders should follow Pembina's Initial On-Site Actions:

- 1. Evacuate Stop, Think. Protect Yourself
- 2. Provide Medical Aid
- 3. Raise the Alarm
- 4. Assess the Situation
- 5. Secure the Scene
- 6. Control the Situation

### 7.3.1 HVP

The primary hazard associated with HVP products is direct exposure to flame. Upon release, immediate ignition could occur resulting in a jet fire, or a dense gas cloud which could travel to a delayed ignition source, resulting in a flash fire or an explosion. Vapors may travel to the source of ignition and flashback.

#### Indications of a potential leak include:

- Noise of escaping vapour hissing or roaring noise coming from the pipeline
- □ Slight mist of ice or frozen area on the pipeline
- Plume of white spray condensation and freezing moisture in atmosphere
- □ Moisture forming on windshields
- □ Stalling vehicles or racing diesel engines

- □ An unusual odour or scent of gas
- □ Dense white cloud or fog
- □ Discolored or dead vegetation
- □ Yellow-stained snow, which may indicate NGL accumulation under the snow
- □ Continuous bubbling in wet, flooded area
- □ A rainbow or sheen on water

#### **General Response Actions:**

- □ Initiate Initial On-Site Actions
- □ Assess the situation and identify additional hazards which may include:
  - Flammable / toxic vapors, fire / flashback, temperatures / freezing, lack of oxygen surrounding the leak. The danger from fire / explosion exists when an escaping vapour mixes with air to within the upper explosive limit (UEL)
  - Ignition sources can include vehicles, electrical switches, cell phones, lighters, furnaces / hot water heaters, static electricity, earthworks construction near escaping gas (e.g., stones / rocks being moved violently against other hard objects)
  - Topography / low lying areas such as river valleys, coulees where plume / drifting gases may collect
- □ Consider the possibility of an explosion. Eliminate ignition sources.
- □ Ensure personal safety. Don appropriate personal protection equipment and reassess requirement as the incident progresses.
- □ Determine how to respond to any persons injured or trapped. If safe to do so, treat and/or evacuate injured
- □ Account for all personnel on site. Establish personnel accountability system for onsite responders. If safe to do so, conduct search and rescue procedures for anyone missing.
- □ If safe to do so, shutdown, isolate and depressurize and/or contain the release.
- □ In the event of an LPG / NGL release, allow liquids to evaporate and disperse.
- □ Initiate initial monitoring for toxic or explosive gas mixtures. Warn people in the immediate vicinity and down wind.
- □ Initiate public protection measures in the EPZ, as required.
- □ If an evacuation has occurred, set up a **Reception Centre** and address evacuee needs and concerns. Coordinate evacuation beyond EPZ with the local authority, if required.
- □ Determine the **Corporate Incident Classification** and the **Regulatory Level of Emergency**, where applicable, and complete any required notifications/reporting.
- □ Notify local authorities and health authorities, as required.
- □ Notify Police and provincial highway authorities for approval to close and detour municipal and/or provincial highways, as required.
- □ Request a Fire Hazard Order, Closure Order, Airspace Closure, or NOTAM, as required.
- Develop an Incident Action Plan.

### 7.3.1.1 Sour gas release

In addition to the above General Response Actions:

- □ Prepare for ignition
- □ Place an Ignition Team on standby or activate if ignition criteria are met
- □ Continue air monitoring for H<sub>2</sub>S/SO<sub>2</sub> after ignition takes place

### 7.3.1.2 Release contained inside a diked area

In addition to the above General Response Actions:

- Do not walk into a product contaminated area
- □ Apply film forming firefighting foam on the spill area to suppress vapors, if available
- □ Test the area for explosive atmosphere with explosion meter, if spilled material is flammable
- □ Flush spilled material to water treatment facilities
- □ Use vacuum trucks to remove pools of spilled material if safe to do so

#### 7.3.1.3 Release into tank farm where tanks have heaters and fire tubes

In addition to the above General Response Actions:

- □ Shutdown equipment
- □ Be aware of indirect heat from the fire tubes

#### 7.3.2 Liquified Petroleum Gas

The primary concern in responding to a Liquified Petroleum Gas (LPG) release is to ensure the safety of all on-site personnel and public that could be affected, especially if the release increases in size or is ignited – removing potential ignition sources to avoid detonation of the vapour plume is critical.

LPG vapors are heavier than air and will tend to collect in low lying areas, well cellars, and sumps if winds are calm. LPG bullets are fitted with self-closing valves. If a sudden drop in feeder line pressure occurs, the valve closes. However, a release may continue if it is because of a small tear or pin hole in a line or fitting where the pressure drop is insufficient to actuate the valve. In this case, manually closing the valve may stop the release, if the release is downstream of the valve. The most appropriate course of action if the release cannot be safely stopped is to evacuate, isolate the release site and allow the LPG to escape and disperse into the atmosphere. Residual environmental consequences associated with an LPG /butane release are unlikely.

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For LPG incidents (road, rail, and stationary tanks), ERAC's scope of work includes technical advice, containment, transfer, flaring, and purging.

ERAC provides emergency response support to road, rail and stationary tank incidents (>450L) involving flammable gases (Class 2.1) including:

For **transportation** related incidents (road and rail), notify ERAC, if required:

□ Activate the Plan.

□ Contact ERAC at 1-800-265-0212 and provide the following information:

Name & telephone number	Environmental and climatic conditions	
□ Location	Container information, e.g., tank type, size and status of tank (damaged, leaking, etc.)	
Incident Location	ERAP No. from shipping document	
Incident type/description	Consignor	
🗆 Injuries	Carrier	
Road or rail shut down	Company responsible for tank	
Evacuation of public required or underway	Name and contact number of Incident Commander	

For **stationary tank** incidents (>450L) involving flammable gases (Class 2.1):

- □ Contact SPCC and inform of the incident.
- □ Isolate release location (e.g. mobilize roadblocks).
- □ Assess hazards and remove potential ignition sources, if safe to do so.
- □ Stop product flow and isolate source, if possible / safe to do so.
- □ Initiate public protection activities (shelter, evacuation)
- □ Inform first responders (e.g., police/sheriff, fire, or ambulance) about the hazards.
- Do not direct water at spill or source of leak.
- Notify the appropriate oil and gas regulator(s) and complete any required notifications/reporting.
- □ If the release cannot be safely stopped, keep the release site isolated and allow the LPG to escape and disperse into the atmosphere, if safe to do so.
- □ If possible, monitor air quality at incident site to ensure safety of responders.
- □ Notify ERAC to assist with transfer of dangerous goods and temporary containment.

# 7.4 Fire/Explosion

#### IMPORTANT – YOUR PERSONAL SAFETY IS PRIORITY.

Pembina personnel are not expected or required to perform the duties of professional firefighters. Local first responders will be engaged to respond as required to incidents involving fire / explosion hazards. For all types of fires, Pembina personnel must not attempt to fight any fire unless they have been trained, are competent to do so, and are using the correct extinguishing equipment with the goal of preventing a small fire from becoming a large fire.

In the event of a fire or explosion responders should follow Pembina's *Initial On-Site Actions*:

- 1. Evacuate Stop. Think. Protect Yourself
- 2. Provide Medical Aid
- 3. Raise the Alarm
- 4. Assess the Situation
- 5. Secure the Scene
- 6. Control the Situation

#### **General Response Actions**

- □ Initiate Initial On-Site Actions
- □ Ensure personal safety. Don appropriate personal protection equipment and reassess requirement as the incident progresses
- □ Complete a visual hazard assessment; assess for further hazards (e.g., subsequent explosions from chemical storage areas, gas migration)
- Call for assistance, as needed: Industrial Firefighting service providers, Emergency Services, Backup Personnel, Response Specialists. Guide fire-fighting personnel to the scene upon arrival
- □ Determine how to respond to any persons injured or trapped. If safe to do so, treat and/or evacuate injured
- □ Account for all personnel on site. Establish personnel accountability system for onsite responders. If safe to do so, conduct search and rescue procedures for anyone missing
- □ Remove combustible materials and equipment from threatened areas if possible
- □ Shut off source of the fuel and other energy sources if applicable
- □ Isolate the area and allow fire to burn out or try to extinguish fire if safe to do so
- □ Perform investigations with any appropriate regulatory agencies and insurance companies
- □ Institute cleanup and recovery activities
- □ Ensure all extinguishers are recharged after the fire

### 7.4.1 Storage Tanks and Vessel Fires

In addition to the above General Response Actions:

□ In the event of a fire or explosion involving product storage tanks or vessels, additional regulatory response actions may be required. Refer to <u>Section 5.0 External Support and</u> <u>Regulatory Reporting.</u>

#### 7.4.2 Small Grass Fires

In addition to the above General Response Actions:

- □ If safe to do so, use shovels, backpack water sprayers and/or ABC type handheld portable fire extinguishers. Use only a defensive strategy. If grass fires enter coulees, river or creek banks or forests, do not continue.
- Call for assistance, as needed: Industrial Firefighting service providers, Emergency Services, Backup Personnel, Response Specialists. Guide fire-fighting personnel to the scene upon arrival.

### 7.4.3 Large Grass/Forest Fires

In addition to the above General Response Actions:

- □ Do not attempt to extinguish. Call for assistance, as needed: Industrial Firefighting service providers, Emergency Services, Backup Personnel, Response Specialists. Guide fire-fighting personnel to the scene upon arrival.
- □ For large threatening grass/forest fires that have the possibility of involving pipelines, facilities, plants, or well sites etc., contact the appropriate Wildfire Reporting Line and/or local forest protection office for assistance.

### 7.4.4 Wildfire

Wildfires are uncontrolled fires noted for the speed at which they can spread from their original source, with potential to change direction unexpectedly, and have the ability to jump gaps such as roads, rivers, and fire breaks. Wildfires have been deemed a high-risk hazard to our operations.

It is important that personnel monitor and follow the instructions, Alerts, and Evacuation Orders given by local authorities in their area.

In addition to the above General Response Actions:

- □ When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required *Process Hazard Analysis (PHA)* documentation and follow site-specific emergency shut down procedures.
- □ If there is potential for the main access routes to be cut off by a wildfire, alternative emergency evacuation routes (two-way access) should be identified and developed including:
  - Identify potential helicopter landing
  - Identify adjacent waterways that can be accessed by boat, if applicable

Before bringing an asset back online following an emergency shut down, it is important to complete all required hazard assessments and follow site-specific re-start procedures.
# 7.5 Extreme Weather / Natural Hazards

This section includes guidelines and response information for the types of natural hazards deemed higher risk to **Pembina** based on our areas of operations. In the event of extreme weather or natural hazards, responders should follow Pembina's *Initial On-Site Actions*:

- 1. Evacuate Stop. Think. Protect Yourself
- 2. Provide Medical Aid
- 3. Raise the Alarm
- 4. Assess the Situation
- 5. Secure the Scene
- 6. Control the Situation

### 7.5.1 Flood

In the event of a flood, responders should follow Pembina's:

- □ Initial On-Site Actions
- □ Ensure personal safety. Don appropriate personal protection equipment and reassess requirement as the incident progresses
- □ Complete a visual hazard assessment; assess for further hazards
- Act to shut down, isolate and de-pressure equipment, as required. Do not attempt to shut off electricity if water is already present. The combination of water and live electrical current can be lethal
- □ Evacuate area as directed

### 7.5.2 Severe Storms

Severe weather can happen anywhere, at any time. Severe weather can include hazardous conditions produced by thunderstorms, including damaging winds, tornadoes, large hail, flooding and flash flooding, and winter storms associated with freezing rain, sleet, snow and strong winds.

- □ Initial On-Site Actions
- □ Assess potential hazards and take actions to reduce the danger of equipment falling and causing other damage during a storm. Secure everything that might be blown around or torn loose. Flying objects can injure people and damage property.
- □ If you are in a vehicle, stop the vehicle away from trees or power lines that might fall on you. Report where you are and stay there.

Subsequent actions depend upon potential hazards and the type of damage anticipated.

For a complete list of workplace hazards resulting from extreme weather and the associated safe work practices and response actions, please see Pembina's *Safety Management Program* on *The Pipeline*.

# 7.6 Security Related Incident

As part of the Security Management Program, the *Security Threat Response Plan (STRP)* assists management in responding to and mitigating the identified threat in an effective and efficient manner. Security countermeasures are employed appropriately at each threat level to enhance the security of any **Pembina** asset that may be under threat of harm. Contact **Corporate Security** for actual or suspected incidents involving:

- □ Bomb threats / suspicious packages
- □ Active protest / civil disobedience
- □ Trespass/vandalism (in progress)
- □ Kidnap and ransom

### 7.6.1 Bomb Threats

#### **Refer to the Bomb Threat Form in Appendix - Forms**

Bomb threats are delivered in a variety of ways, which include, but are not limited to, threats received via the telephone, voicemail, mail, or email. It is important to obtain as much information from the threat as possible.

When a bomb threat is received by telephone, the person receiving the call should attempt to do the following:



After the caller hangs up, the person receiving the threat should do the following:



If a threat is received via a voice message left on a recording device, the person to first listen to the message should do the following:



The most likely recipients to receive a threat by mail are those who open mail, whether it is mail room personnel or the addressee. If the mail is opened and a threat is identified, the person should do the following:



If a threat is via email, the recipient should do the following:



#### Threat Response Analysis

Addressing the following types of questions should allow for a determination as to whether there is a high or low risk of a threat being carried out, or danger of another event occurring. In the event of a threat, decisions need to be made with respect to searches, evacuations, and shut-down of operations.



#### **Decision to Evacuate**

The decision to search and/or evacuate rests on the threat and/or event analysis and other factors such as the following:



#### **Decision to Re-Occupy**

Once an evacuation has been completed, local management, site supervisor, and/or the IC, in consultation with the ECM, Security Response Team, and/or police, will, at some point, have to decide when the property can be re-occupied. However, where a suspicious object has been found, the police (if not already present) will attend immediately and assume control of the response of the bomb or suspicious package, until the object is declared safe. The IC should remember that there may be another suspicious object somewhere else if all searches were not completed prior to the initial discovery of an object; and, in consultation with the police, should therefore have the remainder of the property searched before considering re-occupation.

### 7.6.2 Facility Searches

If during a threat event, where no suspicious and/or foreign object has been noted, a search may be warranted to provide assurance that there is no such object on the property. Search activities should be conducted in accordance with the advice and guidance of law enforcement professionals.

### Police's Role in Searches

It is often assumed that it is a police responsibility to conduct searches; however:

- □ The police do not know the layout of the property and the various places where a device could be concealed
- □ The police, unlike company personnel, will not know what is out of place. As a result, they may miss something that is not readily suspicious
- □ It is not the role of the police to make a determination regarding plant evacuation and/or shut-down, etc. While this is done in consultation with the company, the ultimate decision rests with management
- □ If a foreign object is found, the police will be responsible for dealing with the object

In order to ensure the safety of all those concerned, personnel will be expected to conduct a **visual search only** of their work area. A search coordinator should identify search teams and team leaders in advance and assign areas to search on a site drawing and/or sketch of offices, operations areas, and property. Once an area has been searched, the search team leader can record the results on the site drawing and/or sketch and provide the site drawing and/or sketch to the search coordinator. This will speed up the search process and, in the event of a suspicious object being found, proper countermeasures can be initiated.



Searchers must be cautioned of the following:

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### **No Suspicious Object Found**

If no explosive device or suspicious object is found, the IC should advise upper management accordingly about returning to a normal state

### **Suspicious Object Found**

If a suspicious object is located, the Search Coordinator and IC should:



### 7.6.3 Suspicious Packages

#### If a package or envelope is suspicious:

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#### Warning Signs

Examine all packages that are received, and give envelopes a light feel. There are a number of signs that may lead you to become suspicious of a letter or parcel. By themselves these signs may be innocent, but perhaps a combination of a few will cause for a cautious approach. The following are warning signs that an article of mail or a received package may be suspicious:



#### **Chemical or Biological Agents**

Suspicious Mail or Packages may have no physical identifiers or cause any concern, until they are opened. These threats include, but are not limited to chemical agents, biological agents or radioactive agents.



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### Chemical or Biological Agents suspected of Being Onsite

If a piece of mail or package is onsite and is suspected of containing a harmful agent, the following steps should be taken:



### **Decision to Re-Occupy**

In the event that an evacuation has taken place due to a chemical or biological threat, local management, site supervisors, and/or the IC, in consultation with the ECM, Security Response Team, local law enforcement, and the appropriate health authority, will decide when the property can be re-occupied.

### 7.6.4 Managing Complaints and Threats

#### Your safety is paramount – If at any time you feel unsafe, remove yourself from the situation.

If you receive complaints, or experience threats while carrying out emergency response related activities, advise your supervisor at once, or as soon as practicable. Public interaction / conflict resolution is managed through Pembina's *Security Management Program*. Refer to *The Pipeline* for further details.

# 7.7 Other Emergencies

### 7.7.1 Imminent Worker Safety Issue

Worker health and safety is managed through Pembina's *Safety Management Program* – for a complete list of workplace hazards and associated safe work practices and response actions, please see *The Pipeline*.

### 7.7.2 Medical Emergencies

This section has been developed to address the requirements and methods of dealing with an emergency medical situation which requires more than basic first aid and most likely transport of an injured or sick worker to hospital.

### □ Initiate Initial On-Site Actions

- □ Complete a visual hazard assessment of the incident scene
- □ Ensure personal safety. Don appropriate personal protection equipment and reassess requirement as the incident progresses
- □ Conduct first aid within qualification limits until a health care professional takes over
- □ Notify Medical Aid as required (ground or air ambulance) and provide/request the following:
  - Your name and location (GPS coordinates if appropriate based on location)
  - Description of injuries and assistance required
  - Mechanism of injuries
  - What response is coming and when
  - Situational awareness to responders including description of hazards in the area
  - Directions to your location
- □ Stay on the line until you receive clearance to hang up
- □ A crew vehicle should be sent to the nearest road crossing to await and direct incoming medic. When the medic(s) arrive on site, they will assume assessment and treatment. Crew first aiders should continue to support and help the situation by supporting the medic(s).
- □ The patient may be loaded into the emergency transport vehicle and taken to a landing zone to meet with an incoming helicopter, intercepting ambulance or directly to hospital.
- □ For injury or medical evacuation, notify the next of kin as to status and hospital that will receive the injured (prepared statement). All fatality reporting through Police.
- □ Ensure the incident site is not disturbed for any required investigations.

Work at the scene of an injury or fatality may not be resumed until permission has been obtained from the Medical Examiner's Office, the police, and appropriate provincial Occupational Health and Safety Department.

### 7.7.2.1 Air Ambulance Activation

Refer to District/System Plan(s), as applicable, for established air ambulance activation information and directions.

### 7.7.3 Motor Vehicle Accident (MVA)

This is a general guideline for any motor vehicle collision involving company personnel, company vehicles, or company operated roads.

- □ Initiate *Initial On-Site Actions*
- □ Move the vehicle out of the traveled roadway, if it is clear, safe and legal. Turn off the ignitions of the cars involved, if safe to do so. Turn on your emergency flashers.
- Secure the area and make sure that people are not out in traffic (in harm's way) to prevent potential additional accidents. Mark the scene of the accident with flares or reflective triangles.
- □ Notify your Supervisor/Field Office/Plant of the accident before going to investigate the possibility of injuries.
- □ Request any other **Pembina** or contract vehicles in the area be sent to assist and set up roadblocks if necessary.
- □ If safe to do so, make a first aid check of all persons involved in the accident. Conduct first aid within qualification limits until a health care professional takes over.
- □ If a person is unconscious or complains of neck or back pain, it is best not to move them until qualified medical personnel arrive. Do not move victims with possible spine or neck injuries unless a fire or other hazard is present.
- Do not attempt a rescue if it requires you to endanger your own life.
- □ If the vehicle is transporting any kind of product, a fire or toxic atmosphere could occur. Pay attention to fuel leaks and possible ignition sources.
- □ Conduct ongoing hazard assessments and adjust response actions accordingly.
- □ Exchange insurance information with any other parties involved in the collision.
- □ Obtain the names and contact information of any witnesses to the collision.
- □ If possible, make a quick diagram of where the vehicle occupants were seated and indicate the vehicles' direction of travel and lane. Also note the date, time and weather conditions. If possible, get a copy of the police report of the accident.
- □ If a fatality has occurred do not move the victim; leave the accident scene undisturbed for investigation by the Police.

### 7.7.4 International Travel Related Emergencies

In the event of an emergency during international business travel contact International SOS through their Assistance App, which can be accessed on their website or via mobile app.

International SOS provides all necessary international business travel emergency services on behalf of Pembina, including:

- Arranging medical transportation and care
- Monitoring an employee's condition and provide advice
- Evacuating employees when necessary
- Contacting families so they know employees are in good hands

The Security Management Program's *Travel Risk Management Standard* outlines the framework Pembina employs to assess medical and security risks associated with business trips. When required, *Travel Safety and Security Plans* will be developed. Business travel crises and emergencies will be managed according to processes outlined within the *Corporate ERP* and the relevant standards of Pembina's Security Management Program.

### 7.7.5 Radiation Related Incidents

Pembina's 24 hour emergency response number is posted on all warning signs for company radiation devices (nuclear densitometers). In the event of an incident involving radiation devices, callers will contact the SPCC who will then notify Corporate and Site Radiation Safety Officers (RSO). RSOs will then provide direction on appropriate response actions.

Radiation devices are designed to withstand normal physical damage; however, if shielding fails, contamination and radiation exposure can result. To minimize unnecessary radiation exposure, personnel and emergency responders must remain at least five meters or more away from the device.

Refer to the *Radiation Safety Program* for additional information.

# 7.8 General Guidance for Responders

The following general guidance has been provided for responders. It contains high-level information based on topics responders may encounter during emergencies while conducting response actions. Responders are reminded that if they are not sure what actions they should be taking, to request support or direction.

### 7.8.1 Notification of Next of Kin

Death is never to be presumed and first aid must be administered, by trained personnel, until relieved by a health care professional. Notification of a fatality does not occur until the casualty has been pronounced dead by a medical doctor or medical examiner. Under no circumstances are the names of casualties or missing persons to be released before the next of kin are notified. No telephone or radio discussion is to take place regarding the name(s) of the injured.

In the case of an incident that results in the death of, or serious injury to, a **Pembina** employee or contract person, or where a **Pembina** employee or contract person is missing, it will be the responsibility of the IC or Management appointed individual to ensure the immediate family is notified in coordination with, and following approval from, the applicable policing agency.

If the incident involves contract personnel, the IC will inform the contractor's management who, in turn, will be responsible for assisting police in notifying the next of kin.

If the incident involves a member of the public, the police will notify the next of kin.

### Prior to notification:

- □ Ensure you have approval from the appropriate policing agency to notify the next of kin
- □ Triple check the victim's identity before notifying the family
- □ Confirm the relationship of the victim to the relative being notified

### When carrying out the notification:

- □ Identify the time and location of the accident and the current location of the casualty
- □ Provide the relatives with as much factual information as possible
- □ Offer assistance, such as transportation, if necessary
- □ Leave your name and telephone number with the family members
- □ Advise the family that a senior **Pembina** Representative will be contacting them to discuss any immediate and future needs
- □ Ensure that notified individuals are not left alone

Following an incident where a fatality or serious injury has taken place, government agency representatives will probably carry out an investigation into the cause of the injury/fatality. After presenting their credentials, these representatives should be given full cooperation in the execution of their duties.

Work at the scene of an injury or fatality may not be resumed until permission has been obtained from the Medical Examiner's Office, the police, and appropriate Occupational Health and Safety Department.

### 7.8.2 Emergency Response within a Shared Right-Of-Way

If **Pembina** is notified of an incident or operational upset, including concomitant failures, within a shared ROW where there is the potential to impact the safety and wellbeing of people, property, the environment, or Pembina's finances or reputation, the SPCC must be notified. Following notification to the SPCC, event notification and validation activities begin, as required.

# 8.0 POST INCIDENT AND RECOVERY ACTIVITIES

### 8.1 Incident Close

Once a situation improves, the decision to downgrade the **Corporate Incident Classification** (or **Regulatory Level of Emergency**, where declared) is made by the IC and the ECM, when activated. This decision may be based on monitoring data, control/ containment of the situation, or reduced risk to the public or environment.

Note: When a **Regulatory Level of Emergency** (AB/BC) is declared, the decision to downgrade is made by the IC and the ECM in coordination with the provincial energy regulator.

If there has been an evacuation, the health authority may also want to be included in the decision to return evacuees to their homes.

### **Action Summary**

- All response team members and on-site personnel, including contract personnel and emergency services, will be notified of the change of status.
- All previous contacts including public, Government, and industrial operators must also be notified.
- Maintain security of any evacuated area until it is deemed safe and all residents and workers have returned to their home or worksites. Provide assistance as required.
- Provide instructions for settlement of costs directly caused by the emergency. Ensure any claims are promptly processed.
- Prepare a media statement in coordination with the Regulator and provide to all those previously notified.
- Debriefing meetings with **Pembina** personnel (e.g., insurance, legal, human resources) should be conducted.
- Arrange critical incident stress management de-briefing if appropriate.
- Post-incident investigation procedures will be conducted, ensuring all activities are documented appropriately. All reporting requirements will be completed.

# 8.2 Returning Public / Community Relations

When an incident has resulted in a public evacuation, complete the following when returning members of the public to their homes/businesses:

- Ensure residences are checked and ventilated before allowing residents to enter;
- Ensure transportation is available if required;
- Follow up with residents to answer any questions or address any concerns they have;
- Ensure all claims are promptly handled.

It may also be necessary to carry out additional community relations activities. These may include:

- Repair to any structures damaged by the incident;
- Clean up of debris;

• Meeting to inform the public about the cause of the incident and what **Pembina** is doing to prevent a recurrence.

All communications to the general public will be prepared and/or approved by Pembina's Crisis Communications Team as per the procedures outlined in the *Crisis Communication Plan*.

# 8.3 Critical Incident Stress Management

**Pembina** will engage a contract medical consulting firm to complete debriefing, as required. The debriefing should occur within 24-72 hours post-incident. When scheduling the debriefing, it is important to be flexible and sensitive to events and demands related to the incident.

# 8.4 Post Incident Review / Post Incident Analysis

### 8.4.1 Debriefing Activities

Debriefing activities are intended to review the response efforts and identify where existing processes, response personnel, and resources performed as anticipated, or where there may be opportunities for improvement. Post incident debriefing activities should begin once emergency response or crisis management activities are safely completed, the incident is stabilized, and recovery activities have commenced. Debriefing activities may:

- Include the key players from the response
- Identify equipment damage and unsafe conditions requiring immediate attention or isolation for further evaluation
- Assign information-gathering responsibilities for an After-Action Report (AAR) or Post-Incident Analysis (PIA)
- Summarize the activities performed by each sector, including topics for follow-up
- Reinforce the positive aspects of the response
- Identify the person conducting the debrief and the date/time

# 8.4.2 After-Action Report or Post-Incident Analysis

An **After-Action Report (AAR)** or **Post-Incident Analysis (PIA)** is a detailed, step-by-step review of the response that took place as a result of the incident. These terms may be used synonymously between the differing regulatory bodies. The AAR is not the same as an investigation(s) conducted to establish the probable cause of the accident for administrative, civil, or criminal proceedings. Responsibility should be assigned to the appropriate individual or office to collect information about the response during the debriefing, from command post logs, incident reports, and/or eyewitness accounts. The AAR should consider/utilize all the following:

- Maps, charts, and forms used in the response;
- A review of the events leading up to the incident;
- A review of all external notifications, including government agencies and area stakeholders;
- An evaluation of the safety procedures used;
- An evaluation of the communications between command posts;
- An evaluation of public relations efforts, e.g., website updates, media statements;
- An evaluation of the Plan(s), and how emergency responders executed their roles;

- Gaps in process, procedures, policies, plans, or training;
- An evaluation of any legal or environmental issues raised;
- A summary of all recommendations for follow-up;
- Assignment of action items to responsible parties.

Once all available data has been assembled, key responders should verify that the details in the AAR have been accurately reported. The AAR should focus on the following:

- Command and Control Was command established? Was appropriate Span of Control and Command and Control practices followed? Were response objectives communicated to the personnel expected to carry them out?
- Tactical Operations Were the tactical operations implemented by emergency response personnel effective? What worked? What did not?
- Resources Were the resources adequate for the job? Are improvements needed to apparatus and/or equipment? Were personnel trained to do the job effectively?
- Support Services Were the support services received from other organizations adequate? What is required to bring support to the desired level?

### 8.4.3 Critiquing the Response

The purpose of a critique is to improve response efficiency and address areas for improvement. A critique should:

- Identify lessons learned and areas for improvement;
- Support continued training to improve skills and techniques;
- Identify gaps in resource needs;
- Promote pre-planning to improve confidence in the response process;
- Encourage cooperation through teamwork;
- Be communicated with parties that could benefit from the learnings.

# 8.5 Incident Investigation

Emergencies will be investigated based on the OMS Incident Reporting, Investigation, and Analysis Standard and the ECMP Incident Debriefing Standard.

Where loss or damage to **Pembina** property or loss of revenue has occurred, evidence will not be disturbed until permission has been received from the **Pembina** insurance contact, the insurance company adjuster, or any government agencies involved.

# 8.6 Documentation and Collection

The forms referenced by this Plan serve as reporting tools to assist responders in obtaining, recording, and verifying the appropriate information and must be utilized for every incident or accident. Each **Pembina** employee and contractor that is assigned an emergency responder role shall, during an incident, record their actions, any phone calls/notifications made, etc. so that an accurate record of Pembina's response is documented.

Personal documentation tools, such as day timers or personal notebooks, are not to be used for record keeping during an incident and may be confiscated following the incident to complement

the documentation record. Forms completed during an emergency response, including those logged in the VCS, are to be submitted to the ECMP. The information collected on these forms will be reviewed in the post-emergency debriefing session. They may also be reviewed for auditing and training purposes.

All incidents are recorded in Pembina's Incident Reporting System. Reports may be selected for presentation to and review by Pembina's Incident Review Panel. Incident documentation and reports will be retained for the life of the impacted asset(s).

# 8.7 Insurance, Compensation, and Legal Implications

All requests for compensation and insurance claims should be forwarded to the legal department in the Calgary head office. An inability to operate as a result of injury to personnel, damage to the physical plant/pipeline, or government regulatory action may adversely affect delivery agreements. This effect may be felt for an extended period, depending on the severity of the incident. The Legal department should be engaged in an incident affecting delivery or service agreements.

# 8.8 Post Incident Clean-Up

Non-emergency related repairs must wait until any investigations have been completed. Before cleaning the site, the following must be considered:

- Investigation requirements, including pictures of the scene and forms used by emergency responders during the emergency
- Procedures (e.g., Incident Action Plan, SDS)
- Personal protective equipment for the crew
- Contract specialist cleanup services, if necessary
- Restoration of the area(s) affected

Once permission has been given for resumption of normal activities, obtain confirmation from the Investigation Team that initial investigation and evidence information is complete and proceed with clean-up and restoration of any damaged equipment/facilities.

### 8.9 Regulatory Reporting

Ensure post incident and regulatory reports are developed, as required. Reports required by government regulations shall be prepared promptly and with care, reporting only facts and expressing no opinion as to cause. Reports will be submitted in the prescribed manner and within timelines required by the relevant regulator.

# 8.10 Restoration of the ICP/ECC

See the applicable *Command Post & Role Specific Guides* for specific instructions on how to return the ICP/ECC to a state of readiness following the incident.

# APPENDIX – GLOSSARY

Glossary	
After-Action Report (AAR)	Another term for Post-Incident Analysis (PIA), commonly used by regulators, referring to a formal document, designed to identify best practices, review lessons learned, initiate corrective actions, and capture recommended plan and procedure changes.
Corporate Emergency Response Plan (ERP)	The Corporate ERP provides guidance and direction to Pembina personnel to ensure effective response actions during emergencies, to aid in the prevention of injury to employees, emergency responders, and members of the public, and to minimize impacts to the environment, property, and infrastructure.
Corporate Incident Classification	Systematically identifies and evaluates the hazards and risks associated with Pembina's operations and is determined using the <i>Corporate Incident Classification Matrix</i> .
Corporate Security	Dedicated Pembina personnel, responsible for the development, maintenance, and implementation of the Security Management Program (SMP).
Damage Prevention and Public Awareness (DPPA) Program	The DPPA Program is designed to prevent damage to Pembina's owned and operated pipelines, facilities, and associated infrastructure by communicating with, and educating, stakeholders about the presence of pipelines in their communities.
Director of Emergency Management (DEM)	Role filled by a trained Emergency Management specialist to help guide process and priorities during a response.
Emergency Coordination Centre (ECC)	The ECC provides coordinated, corporate support and resources to assist the ICP in the planning and execution of response activities.
Emergency Coordination Manager (ECM)	Oversees and coordinates all response activities within Pembina during an incident.
Emergency & Continuity Management Program (ECMP)	Pembina's ECMP is based on a comprehensive suite of policies, procedures, and processes that supports Pembina's commitment to the safety of the public and workers, protection of the environment, and minimizing business interruptions and impacts to our customers.
Emergency & Continuity Management SME	Dedicated Pembina personnel, responsible for the development, maintenance, and implementation of the Emergency Management Program (ECMP).
Emergency Planning Zone (EPZ)	An EPZ is a geographical area surrounding a pipeline or facility that requires specific emergency response procedures based on a hazardous product. The extent of an EPZ is determined using industry accepted dispersion modeling software and analysis. In BC, an emergency planning zone is a geographical area that encompasses all the hazard planning zones for an oil and gas activity that is subject of an ERP.
Emergency Response Team (ERT)	A team of trained Emergency Responders who focus on the control, containment, and stabilization activities related to a response.
Field On-Call	A local Pembina Operations representative assigned to receive incident notification from the SPCC.

Glossary	
Field Responders	Field Responders deliver the tactical response actions required during the incident. They are most likely to be first on scene and will deliver the actions defined by Pembina's <i>Initial On-Site Actions</i> .
Gas Control	Gas Control monitors the Alliance Pipeline System 24 hours a day, seven days a week and supports the Alliance specific Activation Procedure. Gas Control has the ability and authority to remotely isolate and shut in pipelines, as required.
Geocortex	Pembina's internal GIS Application for viewing and searching assets and locations, as well as viewing spatial information and various other datasets.
Hazard Planning Zone (HPZ) (BC Only)	A Hazard Planning Zone is a geographical area determined by using the hazard planning distance as a radius, and within which persons, property or the environment may be affected by an emergency.
High Consequence Areas (HCA)	Specific locales and areas where a release could have the most significant adverse impacts.
Incident Commander (IC)	Manages the overall response to emergency incidents. The IC is responsible for: developing objectives, strategies and tactics that guide the response; assigning personnel to fill necessary positions; ensuring the safety of all personnel; keeping internal and external stakeholders updated; coordinating with other response agencies.
Incident Command Post (ICP)	The location at which Command and General Staff plans and directs the execution of response activities.
Incident Command System (ICS)	A standardized on-scene emergency management system designed to provide an integrated organizational structure that reflects the complexity and demands of a specific incident or multiple concurrent incidents. ICS is the combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure to aid in the management of resources and information during incidents.
Incident Management Team (IMT)	The entire team of responders which could be comprised of Field Responders, the RRT, the ITRT, the ECM, the CMT and/or ERTs.
Incident Technical Response Team (ITRT)	An ITRT is a collection of personnel that provide subject matter expertise during a response.
Initial Isolation Zone (IIZ) (Alberta)	The IIZ is a circular area surrounding the source of an emergency that represents the greatest hazard to the public.
Initial On-Site Actions	Defined initial response actions for responders
Learning Management System (LMS)	The Pembina LMS is a centralized and standardized program where Pembina personnel will access and control their own learning. The LMS will provide each employee with a customized assignment of training activities (tasks) that is unique to their individual job role. The LMS links out to Pembina's document control system so Learners will always be presented with the most current, up to date documents. The LMS allows supervisors to track and report on staff competency.

Glossary	
Operating Management System (OMS)	The OMS governs Pembina's activities in safety, security, emergency & continuity management, integrity and environment, among many others. The OMS is a framework of policies, processes, and procedures to guide planning, implementation, checking and corrective action.
Pembina	Pembina Pipeline Corporation and each of its subsidiaries and/or entities operating within Canada.
Protective Action Zone (PAZ) (Alberta)	The PAZ is the downwind portion of the EPZ. This area is determined using wind direction and monitors that measure the hazard.
Post Incident Analysis (PIA)	Another term for After Action Report (AAR), commonly used by regulators, referring to a formal document, designed to identify best practices, review lessons learned, initiate corrective actions, and capture recommended plan and procedure changes.
Reception Centre	A registration centre for members of the public that have been evacuated. May provide temporary lodging.
Regional Emergency Operations Centre (REOC)	An operations centre established in a suitable location to manage the larger aspects of the emergency that is manned jointly by government and industry staff.
Regional Response Team (RRT)	A group of trained and competent personnel that plan and execute response activities during an incident. RRTs may be allocated responsibility for a specific geographical area.
Regulatory Level of Emergency	Emergency level classification designated by the Provincial energy regulator to help them understand the level of resources they will need to notify and/or activate.
Right-of-Way (ROW)	A strip of land containing one or more pipelines.
Role Guides	Documents designed to support members of the IMT during a response by outlining tasks and responsibilities assigned to their role.
Sherwood Park Control Centre (SPCC)	Pembina's Control Centre monitors incoming SCADA information for most pipeline systems. The SPCC plays a role in the Activation procedure.
State of Local Emergency (SOLE)	A declaration enabling local authorities to take actions necessary to provide maximum protection to people, property and the environment.
Subject Matter Experts (SME)	A SME is a person with a deep understanding of a particular process, function, technology, machine, material or type of equipment.
Supervisory Control Data Acquisition System (SCADA)	A real time system of hardware and software elements designed to monitor and control industrial processes and data.
Technical Specialist(s)	SMEs activated to support a response within the ICS structure.
The Pipeline	Pembina's internal intranet site, which acts as a repository for information within the organization.
Unified Command	An Incident Command System application used when more than one agency has incident jurisdiction or when incidents cross political jurisdictions. Agencies work together through the designated members of the Unified Command, often the senior persons from agencies and/or disciplines participating in Unified Command, to establish a common set of objectives and strategies and a single Incident Action Plan.

Glossary
Virtual Command System (VCS)

# APPENDIX – FORMS

ICS Forms		
Copies of the following ICS Forms, typically included in an Incident	Action Plan (IAP), are included in	
printed copies of the Corporate ERP and are available on the Pipeli	<b>ne</b> or the ICS Canada Website.	
Name / Description	Typically Prepared By	
ICS Form 201: Incident Briefing	Initial Incident Commander	
ICS Form 202: Incident Objectives	Planning Section Chief	
ICS Form 203: Organization Assignment List	Planning Section	
ICC Form 204: Assignment List	Planning Section or	
ICS Form 204: Assignment List	Operations Section	
ICS Form 205A: Communications List	Operations Section	
ICS Form 206: Medical Plan	Safety Watch / Safety Officer	
ICS Form 208: Safety Message / Plan	Safety Officer	
ICS Form 214: Activity Log	All Sections and Units	
The following additional ICS forms are available on the <i>Pipeline</i> or t	he ICS Canada Website.	
ICS Form 205: Incident Radio Communications Plan	Operations Section	
ICS Form 207: Incident Organization Chart	Planning Section	
ICS Form 209: Incident Status Summary	Planning Section	
ICS Form 211: Incident Check-In	All Sections and Units	
ICS Form 213: General Message	Any Message Originator	
ICS Form 215: Operational Planning Worksheet	Operations Section	
ICS Form 215A: Incident Action Plan Safety Analysis	Safety Officer	
ICS Form 216: Radio Requirements Worksheet	Operations Section	
ICS Form 217: Communications Resource Availability Worksheet	Operations Section	
ICS Form 218: Support Vehicle / Equipment Inventory	Operations Section	
ICS Form 220: Air Operations Summary	Operations Section	
ICS Form 221: Demobilization Checklist	Operations Section	
ICS Form 224: Crew Performance Rating	Section Chiefs or Leads	
ICS Form 225: Incident Personnel Performance Rating	Section Chiefs or Leads	
ICS Form 230: Daily Meeting Schedule	Planning Section	
ICS Form 232: Resources at Risk Summary	Operations Section	
ICS Form 233: Incident Open Action Tracker	Planning Section	
ICS Form 234: Work Analysis Matrix	Operations Section	
,	Planning Section	
ICS Form 260: Resource Order	Logistics / Supply Unit	
ICS Form 309: Communications Log	All Sections and Units	

Corporate ERP Forms				
Copies of the following forms are included in printed copies of the <b>Corporate ERP</b> and are available				
on the <i>Pipeline</i> . Name / Description	Typically Prepared By			
Air Monitoring Log	Air Monitoring Group			
Pre-Ignition Hazard Assessment	Ignition Group			
Bomb Threat Form	Individual Receiving a Bomb Threat			
Incident Action Plan Cover Sheet	Planning Section Chief or Planning Support Lead			
Roadblock & Media Holding Statement	Public Information Officer			
Public Notification/Verification Record	Notification Group			
Reception Centre Registration Form	Reception Centre Group			
Resident Expense Claim Form	Reception Centre Group			
Roadblock Vehicle Log	Roadblock Group			
Script: Shelter-In-Place Notification	Notification Group			
Script: Evacuation Notification	Notification Group			
Security Witness Statement Form	Witness to Security Event			
Missing Person Report	Individual reporting a missing person			

Version Date: January 2025 Version: 7.0

Government Reporting Forms				
The following forms are available to responders through government agencies to aid in the collection of information during a response effort.				
Agency	Form Description / Guidance			
Alberta Energy Regulator (AER)	AER Release Report - After verbal notification, companies must complete a release report to record the release type, volume, location, any adverse effects on the environment, and other information. Once completed, the report must be submitted to the AER field centre closest to where the release occurred.			
British Columbia Energy	<b>BCER Form A: Minor Incident Notification Form</b> - This form is to be used for incidents which do not meet BCER Level 1, 2, or 3 Classification. Minor incidents must be reported to the BCER within 24 hours through the BCER's Online Minor Incident Reporting System, operated through the Compliance Management Information System (CM-IS).			
<b>Regulator (BCER)</b> (formerly the BC Oil and Gas Commission)	<b>BCER Form C: Emergency Incident Form</b> - This form is to be used for emergencies which meet BCER Level 1, 2, or 3 Classification. The emergency must be reported to the BCER within 1 hour of the incident.			
	<b>BCER Form D - Permit Holder Post Incident Report</b> - Permit Holder Post Incident Report is to be submitted by the permit holder within 60 days following a Level 1, 2 or 3 emergency, any pipeline incident, or upon request from the BCER.			
Canadian Energy Regulator (CER)	Online Event Reporting System (OERS) - This is an online form and must be completed for all incidents under CER jurisdiction. OERS is the automated single-window pipeline occurrence notification system established by the CER and TSB.			
Saskatchewan Ministry of Environment (MOE)	Saskatchewan Ministry of Environment (MOE) 30 Day Written Spill Report form to be completed within 30 days from the date that the discharge occurred. Online version available.			

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2. DATE PREPARED

3. TIME PREPARED

4. MAP SKETCH

5. SITUATION SUMMARY AND SAFETY BRIEFING



7. CURRENT AND PLANNED OBJECTIVES

	8. CURRENT AND PLANNED ACTIONS, STI	RATEGIES AND TACTICS
Time:	Actions:	
ICS 201-CAN Page 2 of 4	6. PREPARED BY (Name and Position)	SIGNATURE



9. CURRENT ORGANIZATION



10. RESOURCES SUMMARY

Resources Order	ed	Resource Identification	ETA	On Scene	Location/Assignment
ICS 201-CAN Page 4 of 4	6 PREPARE	ED BY (Name and Position)		SIGNATURE	



# Activity Log (ICS 214)

	1.	INCIDENT	NAME
--	----	----------	------

1. INCIDENT NAME		2. DA	TE PREPARED	3. TIME PREPARED
4. NAME	5. ICS POSITION	6. OPERATIO PERIOD	NAL From:Date	
	7. PERSONNE		To: Date	Time
Name	ICS Pos			Home Base
	8. ACTIVI	TY LOG		
Time		Major Events		
9. PREPARED BY (Name and Po	scition		SIGNATURE	



# Activity Log (ICS 214)

1. INCIDENT NAME		2. DATE PREPARED	3. TIME PREPARED		
4. NAME	5. ICS POSITION	6. OPERATIONAL From:Date	Time		
			Time		
	8 ACT	IVITY LOG			
Time	0. A01	Major Events			

9. PREPARED BY (Name and Position)

\_\_\_\_



# Incident Objectives (ICS 202)

1. INCIDENT NAME			2. DATE PREPARED	3. TIME
4. OPERATIONAL PERIOD (Date/Time)	Date From: Time From:	Date To: Time To:		

5. GENERAL CONTROL OBJECTIVES FOR THE INCIDENT (Include alternatives)

6. WEATHER FORECAST

7. GENERAL SAFETY MESSAGE

<ul> <li>8. ATTACHMENTS (Check if attached)</li> <li>Organization List (ICS 203)</li> <li>Assignment List (ICS 204)</li> <li>Communications Plan (ICS 205)</li> </ul>	Medical Plan (IC Incident Map Traffic Plan	CS 206)
9. PREPARED BY (Planning Section Chief)		10. APPROVED BY (Incident Commander)
SIGNATURE		SIGNATURE
ICS 202-CAN		



# **Organization Assignment List (ICS 203)**

1. INCIDENT NAME		2. DATI	TE		3. TIME	4. OPERAT	IONAL From:Date _	Time		
							PERIOD	To: Date _	 Time	
5. INCIDENT COMMAND A	ND STAFF			9.				10. Date _	 	
Incident Commander/				9.		RATIONS SE	CTION	1		
Unified Commanders					Chie Dep					
Unined Commanders					Deb	uty				
Deputy					a. B	RANCH				
Safety Officer					Brar	nch Director				
Information Officer					Dep					
Liaison Officer						sion/Group				
						sion/Group				
6. AGENCY/ORGANIZATI	ON REPRESENTATIVE	\$				sion/Group				
Agency/Organization	Representativ					sion/Group sion/Group				
/igonoy/organization					DIVIS					
					b. B	RANCH				
						nch Director				
					Dep					
				1	Divis	sion/Group		·		
				1		sion/Group				
						sion/Group				
7. PLANNING SECTION						sion/Group				
Chief					Divis	sion/Group				
Deputy					o B	RANCH				
Resources Unit						nch Director				
Situation Unit					Dep				 	
Documentation Unit						sion/Group		<u> </u>		
Demobilization Unit						sion/Group				
Technical Specialists						sion/Group				
						sion/Group				
					Divis	sion/Group				
					d. A	IR OPERATIC	NS BRANCH			
8. LOGISTICS SECTION	1					Operations Br.				
Chief						actical Group				
Deputy					Air S	Support Group	Sup.			
a. SUPPORT BRANCH										
Director										
Supply Unit				10.	. FINA	ANCIAL/ADMII	NISTRATION S	SECTION		
Facilities Unit					<u>.</u>	r				
Ground Support Unit					Chie				 	
b. SERVICE BRANCH					Dep	uty e Unit				
Director				1		curement Unit				
Communications Unit						pensation/Cla	aims Unit			
Medical Unit				1		t Unit			 	
Food Unit										
11. PREPARED BY (Resou	rces Unit)			SIC	GNAT	URE				



1. BRANCH

# Assignment List (ICS 204)

2. DIVISION/GROUP/STAGING

3. INCIDENT NAME					4.0PERATIONAL PERIOD	Fro	From:Date		me		
				To:	To: Date		me				
		5. (	OPERATIO	ONAL PER	SONNEL						
Operations Chief				Division/	Division/ Group Supervisor						
Branch Director				Staging A	Area Manager						
		6. RESOU	RCES AS	SIGNED T	O THIS PERIOD						
Resource Identifier	Leader	No. of Persons	Contact Cell #, radio freq. e				Reporting Location, Special Equipment and Supplies, Remarks				

7. WORK ASSIGNMENTS

8. SPECIAL INSTRUCTIONS

9. DIVISION/GROUP COMMUNICATIONS SUMMARY											
Function		Frequencies	System	Chan.	Function Frequenc		s	System	Chan.		
Command	Local				Levistics	Local					
Commanu	Repeat				Logistics	Repeat					
Div./Group Tactical				Ground	to Air						
PREPARED BY (Resource Unit Leader)     APPROVED BY (Planning Section Chief)				Date	Ti	me					
Signature			Signature	Э							


#### **COMMUNICATIONS LIST (ICS 205A)**

1. Incident Name:		2. Operational F Date/Time Fro	Period: om: Date/Time To:
3. Basic Local Communication	ne Informati		
		011.	Method(s) of Contact
Incident Assigned Position	Name (	Alphabetized)	(phone, pager, cell, etc.)
4. Prepared by: Name:			Date/Time:
ICS 205A-CAN IAP Pag	ge	Signature:	

This document may contain sensitive personal information.

Not to be posted on information boards or in documents distributed to general incident population or the public.



## Medical Plan (ICS 206)

1. INCIDENT NAME	۲ I	IME .	Date Time		3. OPERATIO	NAL From:Date				
	F					To: Date	T	ime		
4. INCIDENT MEDICAL AID STATION										
Medical Aid Stations		Location				Contact (number or freq	luency)	Pa Y€	arame es	dics No
									<u>]</u>	
									╡┤	
	Ę	5. TRANSPO	ORTATIC	N (indica	te air or ground)					
Ambulance Service		Location				Contact (number or free	quency)	Le <sup>.</sup> AL	vel of S .S	Serv. BLS
			6. HC	SPITALS	3					
Hospital Name	Address (Lat. and Long.	if Helipad)	Trave Air	Time Grnd	Contact (numbe	er or frequency)	Helip Yes		Bur Yes	n Ctr. No
7. SPECIAL MEDICAL EMERGENCY PROCEDURES										

8. PREPARED BY	9. APPROVED
(Medical Unit Leader)	BY (Safety Officer)
SIGNATURE	SIGNATURE



### Safety Message/Plan (ICS 208)

 2. OPERATIONAL
 From:Date
 Time

 PERIOD:
 To:
 Date
 Time

3. SAFETY MESSAGE/EXPANDED SAFETY MESSAGE, SAFETY PLAN, SITE SAFETY PLAN:

4. SITE SAFETY PLAN REQUIRED? Yes No Approved Site Safety Plan(s) Located At:	
5. PREPARED BY (Name and Position)	Date Prepared:
SIGNATURE	Time Prepared:

#### **AIR MONITORING LOG**

	AIR MONITORING LOG									
DATE:							NNW 337.5°	N 360° NNE 22.5°		
NAME:							NW 315°	NE 45°		
TITLE:						WNW 292.5° ~~	$\langle \rangle$	ENE 87.5°		
	ION:					W 270°		<b>E</b> 90°		
PAGE NO.	:					WSW	/	ESE		
						247.5°	$\searrow$ /	112.5° SE		
NOTE: Tak	ke reading	gs at grou	ınd level.				SW 225° SSW	135° SSE		
				1			202.5°	\$ 157.5° 180°		
TIME	LEL %	H₂S	<b>SO</b> 2	O2 %	FROM	TO	WIND SPEED/ TEMP. (Est.)	LOCATION OF READING AND COMMENTS		







GENERAL INFORMATION								
CALL RECEIVED BY DATE TIME OF CALL:								
(Name):	(mr	m/dd/yyyy):		PM				
	Notor	THREAT Try to use exact wording.						
	Note:	Try to use exact wording.						
	QUEST	IONS TO ASK THE CALLER						
When will the bomb go off?								
Where exactly is the bomp lo	cated?							
What does the bomb look like	5?							
What will make the bomb ex	plode?							
N/4 2								
Where are you now?								
Did you plant the bomb?								
W/h at is used as a second								
What is your name?								
What kind of bomb is it?								
	VOICE AND BA	ACKGROUND SOUNDS CHECKLIST						
VOICE	ATTITUDE	BACKGROUND SOUNDS		ACCENT				
Male or Female	Calm	Office Machines		English				
Adult or Child	Angry	Airplanes		French				
Slurred	Laughing	Factory Sounds		Italian				
Distorted/Synthesized	Emotional	Traffic Street Noises		German				
Deep	Accusatory			Asian Specify:				
Raspy Intoxicated	Incoherent Nasal	Music		_ Other:				
			-					
Nasal	Other:							
Deep Breathing		Animals						
		Other:						
Altered		No Noise						
Other:								

#### **INCIDENT ACTION PLAN COVER SHEET**

To be completed by the Planning Section Chief.

INCIDENT INFORMATION						
1. INCIDENT NAME:		(Date/Time)	PERIOD TO BE COVERED			
		From:	/ To:	/		
Organization:	3. APPROVED BY INCID Name:		Signature:			
organization.			olonatal el			
	4. INCIDENT A					
The item	as checked below are inclu		nt Action Plan.			
ICS 202 – Incident Objectives						
ICS 203 – Organization Assign	ment List					
ICS 204 – Assignment List						
ICS 205A – Communications L	ist					
ICS 206 – Medical Plan						
ICS 208 – Safety Message / PI	an					
5. PREPARED BY:		[	DATE/TIME:			

#### **ROADBLOCK & MEDIA HOLDING STATEMENTS**

Taken from the Crisis Communications' Quick Reference for What to do During an Emergency Response, October 2021

#### Media Reminder to Field Employees and Contractors On-Site

Due to the sensitive nature of this incident, refrain from any social media or contact with media related to the incident. Please be mindful that today's technology enables your actions and conversations to be recorded covertly and shared instantly.



"I am not a company spokesperson but will gladly put you in touch with our Media Relations team.

If pressed – "I am responding to an operational incident which requires my full attention. Please contact our Media Relations Team for information

#### **Media Holding Statement**

"This is the information I can give you at this time:

"

At approximately <time> on <date> a <release/explosion/power outage> occurred at the <pipeline/facility> approximately <#> kilometres <east/west/north/south> of <city/town/municipality>. <The release has been isolated and the plant has been shut in.>

Emergency response procedures have been activated. <There are no injuries and all workers have been accounted for. One worker has been injured and is currently being treat for their injuries.> <Roadblocks have been set up around the facility to divert traffic and there is no danger to the public at this time.>

The cause of the <release, explosion, power outage> is not yet known and no estimate of damage is available. Our first priority is to protect the public, our employees, and the environment.

An update will be provided when new details become available."

If they request further information or interviews: *"Thank you, we appreciate your patience, I have to get back to dealing with the situation at hand.* 

#### **PUBLIC NOTIFICATION / VERIFICATION RECORD**

PUBLIC NOTIFICATION / VERIFICATION RECORD								
PREPARED BY: DATE:								
NAMES	MAP AND			RING?				
(List Everyone)	LOCATION	TIME	YES	NO	YES	NO	(Destination, Phone, Help Required, etc.)	

#### **RECEPTION CENTRE REGISTRATION FORM**

RECEPTION CENTRE REGISTRATION FORM								
NAME AND NO. OF PEOPLE	RESIDENCE PHONE NO.	DESTINATION PHONE NO.	ARRIVAL TIME	DEPARTURE TIME	COMMENTS			
			<u> </u>					

#### **RESIDENT EXPENSE CLAIM FORM**

	RESIDENT EXPENSE CLAIM FORM								
INCIDENT NAME:									
DATE SUBMITTED:									
RESIDENT NAME:									
MAILING ADDRESS:									
LOCATION/ADDRESS	LOCATION/ADDRESS OF RESIDENCE/BUSINESS/EMERGENCY RESPONSE PLAN MAP NO.:								
HOME PHONE:				PI	IONE	WHILE EVA	CUATED:		
ADDRESS WHILE EVACUATED:									
EXPENSES (Attach Receipts)*	DATE	DATE	DATE	DA	TE	DATE	DATE	DATE	TOTAL
Accommodation:									
Meals:									
Transportation (kms):									
							ΤΟΤΑ	L EXPENSES:	
OTHER EXPENSES (Describe)	DATE	DATE	DATE	DA	TE	DATE	DATE	DATE	TOTAL
							TOTAL OTHE	R EXPENSES:	
	ALL EXPENSES TOTAL:								
* If not pre-arranged		or directly by	/ Pembina.						
PEMBINA CONTACT:	PEMBINA CONTACT: PHONE NO.:								
SUBMITTED BY:									

PPL0000 V.XX MM-YYYY

#### **ROADBLOCK VEHICLE LOG**

ROADBLOCK VEHICLE LOG									
PREPARED B	PREPARED BY: DATE:								
VEHICLE MAKE/ MODEL	LICENSE PLATE NO.	DRIVER'S NAME	NO. OF PASSENGERS	TIME ENTERING EPZ	TIME LEAVING EPZ	COMMENTS			

#### SHELTERING NOTIFICATION SCRIPT

At <u>(time)</u> on <u>(Date)</u>, Pembina <u>(identified an OR is currently investigating a</u> <u>potential incident)</u> located at <u>(Incident Location)</u>.

As a safety precaution, we are asking members of the public in the area to remain indoors.

Close and lock all windows and exterior doors.

Turn off all fans, reduce heating and air conditioning systems to a minimum, and close fireplace dampers.

Upon check-in at the Reception Centre, a representative will provide you with additional information.

Keep your phone lines clear so we can contact you with updates.

Can you confirm:

- Are all occupants in the building able to shelter indoors?
- Is additional assistance required?

#### **EVACUATION NOTIFICATION SCRIPT**

At (time) on (Date), Pembina identified an incident located at (Incident Location).

- Please follow these evacuation instructions:
- Bring personal identification, required medications, and pets.
- Turn off all fans, reduce heating and air conditioning systems to a minimum, and close fireplace dampers.
- Close and lock all windows and exterior doors.
- Evacuate all building occupants to the reception centre avoiding the incident location.

Upon check-in at the Reception Centre, a representative will provide you with additional information.

Can you confirm:

- Are all occupants in the building evacuating?
- Is additional assistance required?



#### **Security Witness Statement Form**

PROJECT:       ITTLE/POSITION:         WORK PHONE:       CELL PHONE:       EMAIL:         DATE (mm/dd/yyyy):       ITINE:       LOCATION:         WORK Specify TO PO CIRCUMSTANCES       Who was present? Exactly what happened and was said?: Cover the 5 W's (who, what, why, when, where).         STATEMENT OF:       DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLUR:         HEIGHT:       WEIGHT:       EYE COLUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       emale         CLOTHING (For example, colour of cap, jacket, pants, gloves, and type of footwear):       ISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:		WITNESS	STATEMENT	
WORK PHONE:       CELL PHONE:       EMAIL:         DATE (mm/dd/yyyy):       TIME:       LOCATION:         DESCRIPTION OF CIRCUMSTANCES         Who was present? Exactly what happened and was said?: Cover the 5 W's (who, what, why, when, where).         STATEMENT OF:       DESCRIPTION OF PERSON(S/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:         HEIGHT:       VEGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:       GENDER:         Male       Female       CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):         DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:       DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:	PROJECT:			
WORK PHONE:       CELL PHONE:       EMAIL:         DATE (mm/dd/yyyy):       TIME:       LOCATION:         DESCRIPTION OF CIRCUMSTANCES         Who was present? Exactly what happened and was said?: Cover the 5 W's (who, what, why, when, where).         STATEMENT OF:       DESCRIPTION OF PERSON(S/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:         HEIGHT:       VEGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:       GENDER:         Male       Female       CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):         DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:       DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:	NAME:		TITLE/POSITION:	
DATE (mm/dd/yyyy): DESCRIPTION OF CIRCUMSTANCES UNdo was present? Exactly what happened and was said?: Cover the 5 W's (who, what, why, when, where). STATEMENT OF:  STATEMENT OF:  DESCRIPTION OF PERSON(S)/PERPETRATOR(S) If Person(s)/Suspects are unknown, describe as best you can: HEIGHT: VEIGHT: EYE COLOUR: COLOUR OF HAIR: GENDER: Male emale CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear): DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:		CELL PHONE:		EMAIL:
DESCRIPTION OF CIRCUMSTANCES           Who was present? Exactly what happened and was said?: Cover the 5 W's (who, what, why, when, where).           STATEMENT OF:           DESCRIPTION OF PERSON(S)/PERPETRATOR(S)           IF Person(s)/Suspects are unknown, describe as best you can:           HEIGHT:         VEIGHT:         EYE COLOUR:           COLOUR OF HAIR:         FACIAL HAIR, IF ANY:           GENDER:         Male         FACIAL HAIR, IF ANY:           CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):         DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:			LOCATION:	
STATEMENT OF:   DESCRIPTION OF PERSON(S)/PERPETRATOR(S)  If Person(s)/Suspects are unknown, describe as best you can: HEIGHT: VWEIGHT: VWEIGHT: FACIAL HAIR, IF ANY: COLOUR OF HAIR: GENDER: Male Female CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear): DISTINCTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:	Who was present? Exactly what			t, why, when, where).
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
DESCRIPTION OF PERSON(S)/PERPETRATOR(S)         If Person(s)/Suspects are unknown, describe as best you can:       EYE COLOUR:         HEIGHT:       WEIGHT:       EYE COLOUR:         COLOUR OF HAIR:       FACIAL HAIR, IF ANY:         GENDER:       Male       Female         CLOTHING (for example, colour of cap, jacket, pants, gloves, and type of footwear):       EVECUTIVE MARKINGS, SUCH AS TATTOOS AND SCARS:				
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VOICE AND BACKGROUND CHARACTERISTICS:				
VOICE AND BACKGROUND CHARACTERISTICS:				
VOICE AND BACKGROUND CHARACTERISTICS:				
VOICE AND BACKGROUND CHARACTERISTICS:				
VOICE AND BACKGROUND CHARACTERISTICS:				
VOICE AND BACKGROUND CHARACTERISTICS:				
	VOICE AND BACKGROUND CHAP	ACTERISTICS:		



DESCRIPTION OF VEHICLE								
If a vehicle was involved:								
TYPE:	MAKE:	MODEL:						
COLOUR:	LICENCE NO.:	PROVINCE:						
DISTINCTIVE MARKINGS ON THE VEHICLE,	SUCH AS DAMAGE ANYWHER							
DIRECTION OF TRAVEL								
OTHER:								
	ADDITIONAL DET	AILS						
If a threat was uttered/directed at you – w		ibe any physical actions (for example, clenching of fists,						
brandishing an object) the person did whe								
		d, punched in the face or elsewhere, etc.). Include if you						
sustained injuries and type (for example, c	ut, bruised, etc.) and if you ob	tained medical attention.						
Did you report the threat or assault to the	police? If so provide the nam	e of the officer receiving your complaint and any related						
file number given to you.		e of the officer receiving your complaint and any related						
Note: Continue on additional paper if you	run out of room.							



## MISSING PERSON REPORT

You do not have to wait 24 hours before you report someone missing. As soon as you cannot find the person and you are worried for their safety and welfare, you can report them missing to the police. It is important that you share all your concerns with police.

Record completed by	
Role	
Contact details (email/mobile)	
GENERAL DETAILS	
Name of missing person, DOB/age	
Role	
Organization	
Address	
Home country	
Staying at:	
Last seen where, when, by whom, and clothing description.	
Reported missing by	
Time reported missing	
Contact details (e.g., cell phone)	
Efforts to find person up until now	
Who has been notified (police case # etc.)	
Do they have a prominent profile or are they connected to someone who does	
Physical appearance (e.g., height, weight, build, marks, scars, tattoos, hair length & color, eye color, facial hair, glasses. (attach a recent photograph)	
MISSING PERSON SPECIFICS	
Primary language	
Familiarity with the area	
Possible reason for disappearance	
Possible/stated destination	
Possible route/means travel	

Note - the Police will likely request that someone from the family volunteer to be a liaison or spokesperson during the Police investigation. Discuss with the family do determine who the family contact will be, noting that immediate family members may be overwhelmed, and a close family friend may be a more appropriate choice.



## MISSING PERSON REPORT

Vehicle description (make, model, colour etc.)							
Possible causes of disappearance							
Wearing what clothes (glasses/hat/coat /etc.)							
Carrying (pc/cash/passport/blackberry etc.)							
Hobbies / habits							
Impairment							
Medical conditions / disabilities (carrying medication)?							
Recent injuries / trauma / lifestyle changes							
Any known problems / addictions							
Suicidal / dangerous to others							
Last knov	wn conversation / to	pic					
Facebool	< / social media user						
Recent a	ccess to a computer,	/work device (#	<b>#</b> )				
Has the p	person previously be	en abducted?					
NEXT OF	KIN/FAMILY DETAI	LS			_	_	
NEXT OF	F KIN/FAMILY DETAI	LS Relation			Contact		
	F KIN/FAMILY DETAI				Contact Contact		
Name	F KIN/FAMILY DETAI	Relation					
Name Name	F KIN/FAMILY DETAI	Relation Relation			Contact		
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### PART 2 – DISTRICT/AREA OR SYSTEM SUPPLEMENTS

District/Area or System supplements are maintained separately from the Corporate ERP. Supplements contain information that may be common throughout a geographical operating area or the entirety of a pipeline system, including:

- Internal and external contact information
- Support services and mutual aid
- Pembina owned response equipment

For plans containing a single asset (facility or pipeline system), the following details may also be common throughout the geographical operating area or the entirety of the pipeline system, eliminating the need for an asset specific addendum:

- Site description and overview of operations
- Technical data
- Maps

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# DEEP BASIN DISTRICT FORT ST. JOHN AREA

# EMERGENCY RESPONSE PLAN

## EMERGENCY RESPONSE LINE: 1-800-360-4706

BCER 24-HOUR INCIDENT REPORTING NUMBER: 1-800-663-3456 CER PIPELINE EMERGENCIES: 1-819-997-7887 (VIA TRANSPORTATION SAFETY BOARD)

This supplement is intended to work in conjunction with the Pembina Corporate (Canada) Emergency Response Plan (ERP). Pouce Coupé Pipe Line Ltd., Plateau Pipeline Ltd., Pembina NGL Corporation and Pembina Energy Services are wholly-owned subsidiaries of Pembina Pipeline Corporation. This page intentionally left blank.
# DEEP BASIN DISTRICT, FORT ST. JOHN AREA

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# ADDENDUM(S)

Birch Storage Terminal Site-Specific Details Mile 73 Truck Terminal Site-Specific Details NEBC Town Terminal Site Specific Details Taylor Terminal Site Specific Details Fort St. John Area Pipeline Systems Specific Details

# DISTRIBUTION LIST

The Emergency & Continuity Management Program (ECMP), in coordination with the appropriate Operations staff, shall be responsible for the maintenance of this plan.

Company personnel are expected to become familiar with site or system specific response related duties and responsibilities outlined within this document.

Overall responsibility for the distribution of the plan rests with ECMP.

Copies of this plan are distributed according to the following distribution list.

	Internal Manuals					
Number	Name	Title	Location	Plan Type		

	External Manuals						
Number	Name	Title	Address	Plan Type			

External Manuals						
Number	Name	Title	Address	Plan Type		

External Manuals					
Number	Name	Title	Address	Plan Type	

This document is not intended for external distribution without approval from the Emergency & Continuity Management Program (ECMP).

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# **REVISION RECORD**

This plan will be reviewed, validated, and updated regularly, or on an as-needed basis, to ensure all applicable regulations are met.

All updates shall be distributed to each individual plan holder, who will be responsible for incorporating them into their copy of the plan, as they are received.

Version	Date of Revision	Description of Revisions
-	Prior to 2020	Revision records have been archived. Outdated manuals are to be recalled.
1.0	February 29, 2020	Restructured the ERP document. Reviewed and completed necessary revisions to content.
2.0	February 28, 2021	Reviewed and completed necessary revisions to content.
3.0	March 31, 2022	Annual Update. Reviewed and completed necessary revisions to content. Addition of NEBC Town Terminal and associated pipelines.
4.0	March 31, 2023	Annual Update. Reviewed and completed necessary revisions to content.
5.0	March 31, 2024	Annual Update. Reviewed and completed necessary revisions to content.
5.1	July 2, 2024	Birch Terminal facility addendum update due to 10- 19-088-23 W6M Birch Terminal expansion project.
5.2	October 22, 2024	Installation of NPS 8 North Inga to Birch (Conoco Lateral)
6.0	March 31, 2025	Annual Update. Reviewed and completed necessary revisions to content.
6.1	July 11, 2025	Addition of NPS 8 Attachie C3+ and C5+ pipelines after license transfer from Arc Resources to Pembina.

To request plan revisions, refer to the Revision Request Form located within the Corporate ERP.

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# 1.0 INTRODUCTION

The Deep Basin District, Fort St. John Area Emergency Response Plan (ERP) addresses operations within the Fort. St. John Operating Area including multiple HVP and LVP pipeline systems and terminals storing products that exceed prescribed thresholds, including the Birch Storage Terminal, Mile 73 Terminal (shut in), NEBC Town Terminal, and the Taylor Terminal.

This ERP covers the district pipelines within BC that are regulated by the BC Energy Regulator (BCER) and pipelines crossing the AB/BC provincial border that are regulated by the Canada Energy Regulator (CER). Storage capabilities at the Birch, Mile 73 Terminal, NEBC Town, and Taylor terminals are regulated by Environment and Climate Change Canada (ECCC).

For Deep Basin District pipelines regulated by the Alberta Energy Regulator (AER); refer to the Deep Basin District, Grande Prairie Area ERP for detailed information.

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# 2.0 CONTACT NUMBERS

## 2.1 Pembina Emergency Numbers

Name	Location	Phone
Corporate Contact Numbers		
Pembina Emergency Response Line		1-800-360-4706
Emergency Management 24-Hour On-Call	Calgary	
Crisis Communication Team 24-Hour On-Call	Calgary	
Emergency Coordination Centre (ECC) Calgary Corporate Office, Room 34-103	Calgary	
Community & Indigenous Affairs	Calgary	

## 2.2 Pembina Corporate Numbers

Location	Phone
Calgary	403-231-7500

# 2.3 Pembina Deep Basin District / Fort St. John Area Contacts

Name	Cell	Office

## 2.4 Response Teams

### **Field Responders**

Field Responders deliver the tactical response actions required during the incident. They are most likely to be first on scene and will deliver the actions defined by Pembina's Initial On-Site Actions. This team is usually made up of local Operations staff. If additional support is needed, the Regional Response Team and/or members of the Incident Technical Response Team can be activated to assist with Command and Control functions within the Incident Command Post (ICP).

### Regional Response Team (RRT)

Activation of the RRT can be requested by the Incident Commander during the Activation Conference Call. The Fort St. John Area falls within the geographic area primarily supported by the West RRT.

RRT members are trained to plan and execute response activities during an incident. They may be deployed to fill additional ICS roles within the Incident Command Post.

### Incident Technical Response Team (ITRT)

Members of the ITRT can be requested by the Incident Commander during the Activation Conference Call.

If the Incident Commander determines the incident response warrants additional support, they may request the activation of individuals assigned to the ITRT, who may be deployed to the Incident Command Post or provide support remotely from another location.

The ITRT is a collection of Technical Specialists that provide subject matter expertise during a response. Technical Specialists may include, but are not limited to, subject matter experts (SME) from Asset Integrity, Corporate Security, Crisis Communications, Cyber Security, Environment, GIS, Human Resources, Indigenous Affairs, Land & Regulatory, Information Services, Insurance, and/or Legal.



# 2.5 Potential Incident Command Post (ICP) Locations

Where Pembina offices are not available or suitable for ICP locations, a local hotel or conference centre may be used. Additionally, Pembina may deploy their Command Trailer(s), where suitable to manage incident response activities.

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# 2.6 Emergency Services

Name of Organization	Location	Phone
or immediate assistance call 911 and provide them with your in the below numbers are to be used for non-emergency reporting the below numbers are to be used for non-emergency reportency repo		t you need, and your location.
ire Departments		

Police	
Ambulance	
Hospitals	

# 2.7 Government Reporting Contacts

### 2.7.1 Federal

Agency	Reporting	Location	Phone
Regulators			
Other Government Agencies			

Agency	Reporting	Location	Phone

### 2.7.2 Alberta

Pipelines crossing the Alberta / British Columbia border are regulated by the CER.

Agency	Reporting / Notes	Location	Phone
Local Authority			

Agency	Reporting / Notes	Location	Phone
Health Authority			
Transportation			
Additional Agencies		, ,	

Agency	Reporting / Notes	Location	Phone

### 2.7.3 British Columbia

Regulators	Agency	Reporting	Location	Phone
	Regulators			

Agency	Reporting	Location	Phone
Local Authorities			

Agency	Reporting	Location	Phone
Health Authorities			
Transportation			

Agency	Reporting	Location	Phone
Additional Agencies			

## 2.8 Emergency Response Support Services

Vendors that provide support services during regular operations can be utilized during an emergency; however, contact information for those services is maintained outside of this plan.

To access Pembina's current approved vendor listing or for assistance identifying support services that are currently utilized by Pembina, contact your Supply Chain Procurement Advisor. Current listings are available on the Supply Chain page on the Pipeline.

If the appropriate Procurement Advisor is not available, contact the Procurement Supervisor for assistance.

Company Name	Equipment	Location	Phone
Aircraft			

Company Name	Equipment	Location Phone
Air Monitoring		Ensure monitors are capable of reading LEL levels
Communications Equipmen	I	
Emergency Management Co	onsultants	

Company Name	Equipment	Location	Phone
Industrial Firefighting / Fire	Suppression		
Security Companies			
Spill Response Specialists			

Equipment	Location	Phone
	Equipment	Equipment Location

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## 2.9 Industry Assistance, Cooperatives, and Mutual Aid Groups

### 2.9.1 Industry Mutual Emergency Assistance Agreement (MEAA)

### 2.9.2 Taylor Industrial Mutual Aid Group (TIMAG)



### 2.9.3 Central Peace Regional Emergency Management (CPREM)

Central Peace Regional Emergency Management Agency		

### 2.9.4 Western Canadian Spill Services Cooperative (WCSS)

Western Canadian Spill Services (WCSS)			
Name	Contact	24-Hour Phone	

## 2.9.5 Emergency Response Assistance Canada (ERAC)

Emergency Response Assistance Canada (ERAC)		
Emergency Reporting Line	ERAP Plan Reference	

## 2.10 Alberta Government Roles and Responsibilities

In addition to the government agency duties listed in the Corporate ERP, consultations were conducted with the following local agencies.

### 2.10.1 Birch Hills County

Contact Name / Title	Main	24-Hour

## 2.10.2 Clear Hills County

Contact Name / Title	Main	24-Hour

## 2.10.3 M.D. of Spirit River

Contact Name / Title	Main	24-Hour

## 2.10.4 Saddle Hills County

Contact Name / Title	Main	24-Hour


### 2.10.5 Town of Spirit River

Contact Name / Title	Main	24-Hour

# 2.10.6 Alberta Health Services (AHS) - Zone 5 North

Local Authority	24-Hour	Alternate

### 2.11 British Columbia Government Roles and Responsibilities

In addition to the government agency duties listed in the Corporate ERP, consultations were conducted with the following local agencies.

### 2.11.1 City of Dawson Creek

Contact Name / Title	Main	24-Hour

### 2.11.2 City of Fort St. John

Contact Name / Title	Main	24-Hour

## 2.11.3 District of Taylor

Contact Name / Title	Main	24-Hour

### 2.11.4 Peace River Regional District (PRRD)

Contact Name / Title	Main	24-Hour

### 2.11.5 Halfway River First Nation



Zone	Contact	Phone

### 2.11.6 First Nations Health Authority (FNHA) - Northern

### 2.11.7 Northern Health Authority (NHA)

Health Authority	24-Hour	Main

Health Authority	24-Hour	Main	

## 3.0 RESPONSE EQUIPMENT AND RESOURCES

Pembina may respond using a wide variety of equipment depending upon the severity of the event. Additional resources may be obtained from area emergency services, mutual aid partners, third party contractors, or additional Pembina-owned equipment caches, depending on the nature of the emergency.

### 3.1 Pembina Response Equipment

Fort St. John

### DEEP BASIN DISTRICT, FORT ST. JOHN AREA EMERGENCY RESPONSE PLAN Version Date: March 2025 Version: 6.0

Fort St. John

### DEEP BASIN DISTRICT, FORT ST. JOHN AREA EMERGENCY RESPONSE PLAN Version Date: March 2025 Version: 6.0

Grande Prairie

### 3.2 Personal Protective Equipment (PPE)

The following is a list of personal protective equipment employees and contractors are required to wear, as appropriate:

- Fire-resistant clothing
- Hard hats
- Safety glasses
- Safety boots
- Gloves
- Personal monitor

### 3.3 Radiation Safety

Contact an authorized or site Radiation Safety Officer (RSO) for further information or documentation related to Pembina's Radiation Safety Program.

### 3.4 Communications / Radio Frequencies

Landlines at the field office and facilities, cell phones and/or truck radios are regularly used for communications. As required, additional radios and satellite phones will be resourced and used for communications.

In an emergency, confirm the use of any area specific radio channels or special instructions for radio-controlled roads with local personnel.

### 3.5 Control Points

Control Points are a set of predeveloped response locations and strategies designed to assist the Incident Management Team during the initial phases of a response. The control point data sheets detail the resources and considerations required to implement the suggested response strategy.

Control point data sheets are located on Pembina's mapping system, Geocortex and on Pembina's intranet site, The Pipeline.

For additional strategies and processes refer to the Corporate Spill Contingency Plan located on Pembina's intranet site, The Pipeline.

### 3.6 Safety Data Sheets

For Safety Data Sheets (SDS), including first aid treatment, firefighting measures, and initial response to an accidental release, refer to Pembina's SDS database on Pembina's internal intranet site, The Pipeline.

4.0	OVERVIEW MAPS
4.1	DEEP BASIN DISTRICT OVERVIEW MAP

## 4.2 FORT ST. JOHN AREA OVERVIEW MAP







# PART 3 – ASSET SPECIFIC ADDENDUMS

Asset specific addendums include details specific to an individual site, or type of operation within an operating area, such as:

- Site description and overview of operations
- Technical data
- Maps

Asset Specific Addendums may not be required for plans covering a single asset (facility or pipeline system), as the above details are common throughout the geographical operating area, or the entirety of the pipeline system, and are therefore captured in Part 2, District/Area or System Supplements.

# **BIRCH STORAGE TERMINAL**

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## 1.0 SITE DESCRIPTION



### 1.1 Potential Hazards

Potential hazards and emergency scenarios related to the storage of hydrocarbons on site include:



The above hazards could lead to threats to human health, environmental damage, and/or property damage.

### 1.2 Land Use

The area surrounding the Facility is heavily forested and used mainly for agricultural purposes.

Contact information for Stakeholders within the EPZ is included in the Stakeholders and Maps section of this plan.

### 1.3 Site Access



## 2.0 SITE SPECIFIC EMERGENCY PROCEDURES

## 2.1 Site Muster

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety.
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Point. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- Remain at the Muster Point until further instructions are given.

## 2.2 Site Evacuation

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety. Ensure individuals requiring mobility assistance during muster and evacuation activities are identified and provided the necessary supports (physical aids or additional support from personnel).
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Station. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Develop an evacuation plan and ensure all individuals are aware of the decision to evacuate.
- Once evacuated, report to the appointed check-in location.
- Do not return to the site until the "All Clear" has been given, and Safe Work Permits have issued. Before bringing an asset back online following an emergency shut down, it is important to complete all required hazard assessments and follow site-specific re-start procedures.

BIRCH STORAGE TERMINAL EMERGENCY RESPONSE PLAN - SITE DETAILS Version Date: March 2025 Version: 6.0

## 3.0 TECHNICAL DATA

### 3.1 Technical Data Legend

#### Facility:

гасш	ty.						
BE	Blind End	GP	Gas Plant	PL	Pipeline	SF	Storage Facility
BS	Booster Station	GS	Gas Gathering System	PP	Petrochemical Plant	ST	Storage Tank
BT	Battery	IP	Injection Plant	PS	Pump Station	TF	Tank Farm
CG	Cobalt Gas	JF	Jet Fuel	PT	Pipeline Terminal	TL	Terminals
СР	Chemical Plant	LH	Line Heater	RE	Reservoir	UG	Underground Cap or Tie-in
CS	Compressor Station	LR	Loading Rack	RF	Refinery	WE	Well
СТ	Central Treating Plant	MS	Meter Station	SA	Satellite	WS	Water Source
FG	Fuel Gas	OS	Oil Sands Processing Plant	SC	Storge Cavern		
Subst	tance:						
BR	Brine	IA	Instrument Air	NG	Natural Gas	SG	Sour Gas
CO	Crude Oil	LV	Low Vapour Pressure	NI	Nitrogen	SW	Saltwater
FG	Fuel Gas	MG	Miscellaneous Gases	NL	NGL		
FW	Fresh Water	ML	Miscellaneous Liquids	OE	Oil Effluent		
ΗV	High Vapour Pressure	MP	Multiphase	PO	Potable Water		
Statu	S:						
А	Abandoned	Ν	Not Constructed/Approved	Q	Active (BC Only)	UN	Unknown
AC	Active (Facilities)	NW	New	R	Removed	V	Deactivated (BC Only)
С	Cancelled	0	Operating	RT	Retired	Х	Not AER Regulated
D	Discontinued	Р	To Be Constructed	S	Suspended	Z	Approved
IS	Issued	PE	Permitted	Т	New (BC only)		
Valve	):	Wate	er Cross:	Othei	r:		
				5 (110)	• •		

Emergency Planning Zone

Outside Diameter

Wall Thickness

EPZ

OD

Wall

### CV Check Valve

ESD Emergency Shutdown Valve MBV Manual Block Valve С

L

0

R S

XA

Creek Crossing

Overhead Crossing

Lake Crossing

**River Crossing** 

Surface Crossing Other Crossing

### 3.2 Licensed Facility Details

LICENSEE	NAME	FACILITY ID / LICENSE #	LOCATION	LATITUDE (DECIMAL DEGREES)	LONGITUDE (DECIMAL DEGREES)	FACILITY TYPE	STATUS	EPZ (m)			
PEMBINA OPERATING											

The largest EPZ associated with this facility is based on the ECCC regulated storage on-site.

### 3.3 On Site Storage Registration

Product	CAS Registry No.	UN No.	ERG Guide Number	Largest Container on Location (Tonnes)	Hazard Category

\* Under the Environment Canada and Climate Change (ECCC), Environmental Emergency (E2) Regulations, mixtures of C2+/C3+ products are categorized and reported as "Natural Gas, Petroleum, Raw Liquid Mix". Mixtures in LPG tanks (predominantly C3/C4 components) and process vessels which may have any combination of C2+ components fall into this category.

For Safety Data Sheets (SDS), including specific product composition, initial response actions to an accidental release, and potential short- and long-term effects from exposure, refer to Pembina's SDS database available on Pembina's internal intranet site, The Pipeline.

Additional response instructions for First Responders can be referenced in the above noted Guide from the Emergency Response Guidebook (ERG) 2024.

## 3.4 Storage Related EPZs

					CALCULATED HAZARD RADIUS (m)				
Facility / Location	Substance	Tank ID	Tank Volume (m³)	Area of Pool (m²)	Radiant Heat from Pool Fire to 5 kW/m² (m)	Flammable Area (LEL) from a Release (m)	Overpressure to 1 psi (m)	Radiant Heat from Explosion to 5 kW/m² (m)	EPZ (m)

Additional details pertaining to the Emergency Planning Zone (EPZ) calculations can be requested from the ECMP.
# 4.0 STAKEHOLDERS AND MAPS

Pembina conducts continuous public involvement activities within identified Emergency Planning Zones (EPZ). These activities allow Pembina to collect emergency contact numbers from surface developments (residents/businesses) within the EPZ, in order to notify them of an emergency and provide them with appropriate response actions.

Only select copies of this plan contain occupant data collected from surface developments. Refer to the Distribution List for additional details.

Occupant data is collected and validated on a continuous schedule, separate from the ERP; therefore, in an emergency the preference is to utilize the "live" or "real-time" data available through Pembina's mass notification system; however, if inaccessible for some reason, the printed reports can be used to begin initial notifications.

Printed Occupant Data Reports are valid as of the date indicated in the report itself.

If real-time data or additional occupant data is required, it can be requested through the Emergency Management On-Call line.

## 4.1 Unique Building Identifiers

Surface developments within the EPZ are each given a unique identifier which corresponds to a land location on a corresponding map.

The Dominion Land Survey (DLS) system is used within Alberta, Saskatchewan and portions of northeast British Columbia. Confidential occupant data within each mapped area is sorted by geographical location; organized by township (south to north), then range (east to west), then section, then unique resident ID, and concludes with the quarter section unit.

Example: NW-31-054-02.A

<u>054</u>	<u>02</u>	<u>31</u>	<u>A</u>	<u>NW</u>
Township	Range	Section	Unique Resident ID	Quarter Section

Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.



#### Birch Storage Terminal

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, registered guides for WMUs or railways within the EPZ(s).

# Number of Surface Developments

Immediate Reporting						
Name	Contact	Phone				

#### Special Area Considerations

Water Bodies

	Highways	
Highway	Contact	Phone

Grazing Lease Holders					
Lease Name	Contact	Phone			
	contact	Thone			

Forestry Management Agreement (FMA) Holders					
Name	Contact	Phone			

Traplines				
Trapline	Contact	Phone		

Industrial Operators	
Name	24-Hour Emergency

# **MILE 73 TRUCK TERMINAL**

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	2.1	Site Muster	.5
	2.2	Site Evacuation	.6
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	4.1	Unique Building Identifiers	12
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## 1.0 SITE DESCRIPTION



#### 1.1 Potential Hazards

Potential hazards and emergency scenarios related to the storage of hydrocarbons on site include:

Hazard Category	Worst Case Emergency Scenarios	Other Potential Scenarios



#### 1.2 Land Use

The area surrounding the Facility is heavily forested and used mainly for agricultural purposes.

Contact information for Stakeholders within the EPZ is included in the Stakeholders and Maps section of this plan.

#### 1.3 Site Access



# 2.0 SITE SPECIFIC EMERGENCY PROCEDURES

## 2.1 Site Muster

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety.
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Point. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- Remain at the Muster Point until further instructions are given.

## 2.2 Site Evacuation

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety. Ensure individuals requiring mobility assistance during muster and evacuation activities are identified and provided the necessary supports (physical aids or additional support from personnel).
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- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Develop an evacuation plan and ensure all individuals are aware of the decision to evacuate.
- Once evacuated, report to the appointed check-in location.
- Do not return to the site until the "All Clear" has been given, and Safe Work Permits have issued. Before bringing an asset back online following an emergency shut down, it is important to complete all required hazard assessments and follow site-specific re-start procedures.

MILE 73 TRUCK TERMINAL **EMERGENCY RESPONSE PLAN – SITE DETAILS** Version Date: March 2025 Version: 6.0

#### 3.0 **TECHNICAL DATA**

#### 3.1 Technical Data Legend

#### Facility:

Blind End	CP	Cas Plant	DI	Pipeline
				Petrochem
				Pump Stati
5				•
				Pipeline Te
				Reservoir
		•		Refinery
•				Satellite
Fuel Gas	OS	Oil Sands Processing Plant	SC	Storge Cav
tance:				
Brine	IA	Instrument Air	NG	Natural Ga
Crude Oil	LV	Low Vapour Pressure	NI	Nitrogen
Fuel Gas	MG	Miscellaneous Gases	NL	NGL
Fresh Water	ML	Miscellaneous Liguids	OE	Oil Effluen
High Vapour Pressure	MP	Multiphase	PO	Potable Wa
IS:				
Abandoned	Ν	Not Constructed/Approved	Q	Active (BC C
Active (Facilities)	NW	New		Removed
		Operating		Retired
				Suspended
Issued	PE	Permitted	J T	New (BC only
	Crude Oil Fuel Gas Fresh Water High Vapour Pressure IS:	Booster StationGSBatteryIPCobalt GasJFChemical PlantLHCompressor StationLRCentral Treating PlantMSFuel GasOStance:IABrineIACrude OilLVFuel GasMGFresh WaterMLHigh Vapour PressureMPIS:AbandonedNActive (Facilities)NWCancelledODiscontinuedP	Booster StationGSGas Gathering SystemBatteryIPInjection PlantCobalt GasJFJet FuelChemical PlantLHLine HeaterCompressor StationLRLoading RackCentral Treating PlantMSMeter StationFuel GasOSOil Sands Processing Planttance:BrineIABrineIAInstrument AirCrude OilLVLow Vapour PressureFuel GasMGMiscellaneous GasesFresh WaterMLMiscellaneous LiquidsHigh Vapour PressureMPMultiphaseIS:AbandonedNNot Constructed/ApprovedActive (Facilities)NWNewCancelledOOperatingDiscontinuedPTo Be Constructed	Booster StationGSGas Gathering SystemPPBatteryIPInjection PlantPSCobalt GasJFJet FuelPTChemical PlantLHLine HeaterRECompressor StationLRLoading RackRFCentral Treating PlantMSMeter StationSAFuel GasOSOil Sands Processing PlantSCtance:IAInstrument AirNGCrude OilLVLow Vapour PressureNIFuel GasMGMiscellaneous GasesNLFresh WaterMLMiscellaneous LiquidsOEHigh Vapour PressureMPMultiphasePOViscNWNewRCancelledOOperatingRTDiscontinuedPTo Be ConstructedS

#### Valve:

CV	Check Valve
ECD	Emorgoney Shutdown Val

Emergency Shutdown Valve ESD MBV Manual Block Valve

#### Water Cross: С

L

0

R

S

- Creek Crossing
- Lake Crossing
- Overhead Crossing
- **River Crossing** Surface Crossing
- XA Other Crossing

- mical Plant ition [erminal ivern
  - Sas
- nt
- Vater
- Only) ed
- nly)

#### Other:

EPZ **Emergency Planning Zone** 

- OD **Outside Diameter**
- Wall Wall Thickness

- SF Storage Facility ST Storage Tank TF Tank Farm Terminals ΤL UG Underground Cap or Tie-in WE Well WS Water Source
- SG Sour Gas SW Saltwater

- Unknown UN V Deactivated (BC Only) Not AER Regulated Х
- Ζ Approved

#### 3.2 Licensed Facility Details

LICENSEE	NAME	FACILITY ID / LICENSE #	LOCATION	LATITUDE (DECIMAL DEGREES)	LONGITUDE (DECIMAL DEGREES)	FACILITY TYPE	STATUS	EPZ (m)

#### 3.3 On Site Storage Registration

Product	CAS Registry No.	UN No.	ERG Guide Number	Largest Container on Location (Tonnes)	Quantity on Location (Tonnes)	Hazard Category

\* Under the Environment Canada and Climate Change (ECCC), Environmental Emergency (E2) Regulations, mixtures of C2+/C3+ products are categorized and reported as "Natural Gas, Petroleum, Raw Liquid Mix". Mixtures in LPG tanks (predominantly C3/C4 components) and process vessels which may have any combination of C2+ components fall into this category.

For Safety Data Sheets (SDS), including specific product composition, initial response actions to an accidental release, and potential short- and long-term effects from exposure, refer to Pembina's SDS database available on Pembina's internal intranet site, The Pipeline.

Additional response instructions for First Responders can be referenced in the above noted Guide from the Emergency Response Guidebook (ERG) 2024.

# 3.4 Storage Related EPZs

					CALCULATED HAZARD RADIUS (m)				
Facility / Location	Substance	Tank ID	Tank Volume (m³)	Area of Pool (m²)	Radiant Heat from Pool Fire to 5 kW/m² (m)	Flammable Area (LEL) from a Release (m)	Overpressure to 1 psi (m)	Radiant Heat from Explosion to 5 kW/m² (m)	

Additional details pertaining to the Emergency Planning Zone (EPZ) calculations can be requested from the ECMP.

# 4.0 STAKEHOLDERS AND MAPS

Pembina conducts continuous public involvement activities within identified Emergency Planning Zones (EPZ). These activities allow Pembina to collect emergency contact numbers from surface developments (residents/businesses) within the EPZ, in order to notify them of an emergency and provide them with appropriate response actions.

Only select copies of this plan contain occupant data collected from surface developments. Refer to the Distribution List for additional details.

Occupant data is collected and validated on a continuous schedule, separate from the ERP; therefore, in an emergency the preference is to utilize the "live" or "real-time" data available through Pembina's mass notification system; however, if inaccessible for some reason, the printed reports can be used to begin initial notifications.

Printed Occupant Data Reports are valid as of the date indicated in the report itself. If real-time data or additional occupant data is required, it can be requested through the Emergency Management On-Call line.

## 4.1 Unique Building Identifiers

Surface developments within the EPZ are each given a unique identifier which corresponds to a land location on a corresponding map.

The Dominion Land Survey (DLS) system is used within Alberta, Saskatchewan and portions of northeast British Columbia. Confidential occupant data within each mapped area is sorted by geographical location; organized by township (south to north), then range (east to west), then section, then unique resident ID, and concludes with the quarter section unit.

Example: NW-31-054-02.A

<u>054</u>	<u>02</u>	<u>31</u>	<u>A</u>	<u>NW</u>
Township	Range	Section	Unique Resident ID	Quarter Section

Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.



#### Mile 73 Truck Terminal

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, registered guides for WMUs or railways within the EPZ(s).

Ν	umber of Surface Developments	
	Immediate Reporting	
<u>.</u>		DI
Name	Contact	Phone

#### Special Area Considerations

Water Bodies

	Highways	
Highway	Contact	Phone

	Grazing Lease Holders	
Lease Number	Contact	Phone
	contast	

Forestry Management Agreement (FMA) Holders							
Name	Contact	Phone					

	Trapline	
Trapline	Contact	Phone

Industrial Operators	
Name	24-Hour Emergency

# **NEBC TOWN TERMINAL**

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	2.2	Site Evacuation	6
3.0	TECH	INICAL DATA	7
	3.1	Technical Data Legend	7
	3.2	Licensed Facility Details	8
	3.3	On Site Storage Registration	8
	3.4	Storage Related EPZs	9
4.0	STAK	EHOLDERS AND MAPS	11
	4.1	Unique Building Identifiers	12
	NEBC	CTown Terminal	13

## 1.0 SITE DESCRIPTION



#### 1.1 Potential Hazards

Potential hazards and emergency scenarios related to the storage of hydrocarbons on site include:

Hazard Category	Worst Case Emergency Scenarios	Other Potential Scenarios

The above hazards could lead to threats to human health, environmental damage, and/or property damage.

## 1.2 Land Use

The area surrounding the facility is heavily forested and used mainly for agricultural purposes.

Contact information for Stakeholders within the EPZ is included in the Stakeholders and Maps section of this plan.

#### 1.3 Site Access



# 2.0 SITE SPECIFIC EMERGENCY PROCEDURES

#### 2.1 Site Muster

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety.
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Point. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- Remain at the Muster Point until further instructions are given.

#### 2.2 Site Evacuation

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety. Ensure individuals requiring mobility assistance during muster and evacuation activities are identified and provided the necessary supports (physical aids or additional support from personnel).
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- Check in at the Muster Station. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Develop an evacuation plan and ensure all individuals are aware of the decision to evacuate.
- Once evacuated, report to the appointed check-in location.
- Do not return to the site until the "All Clear" has been given, and Safe Work Permits have issued. Before bringing an asset back online following an emergency shut down, it is important to complete all required hazard assessments and follow site-specific re-start procedures.

NEBC TOWN TERMINAL **EMERGENCY RESPONSE PLAN - SITE DETAILS** Version Date: March 2025 Version: 6.0

Storage Facility

Underground Cap or Tie-in

Storage Tank

Water Source

Tank Farm

Terminals

Well

#### **TECHNICAL DATA** 3.0

#### Technical Data Legend 3.1

#### Facility:

i aoin					
BE	Blind End	GP	Gas Plant	PL	Pipeline
BS	Booster Station	GS	Gas Gathering System	PP	Petrochemical Plant
BT	Battery	IP	Injection Plant	PS	Pump Station
CG	Cobalt Gas	JF	Jet Fuel	PT	Pipeline Terminal
СР	Chemical Plant	LH	Line Heater	RE	Reservoir
CS	Compressor Station	LR	Loading Rack	RF	Refinery
СТ	Central Treating Plant	MS	Meter Station	SA	Satellite
FG	Fuel Gas	OS	Oil Sands Processing Plant	SC	Storge Cavern
Subs	tance:				
BR	Brine	IA	Instrument Air	NG	Natural Gas
CO	Crude Oil	LV	Low Vapour Pressure	NI	Nitrogen
FG	Fuel Gas	MG	Miscellaneous Gases	NL	NGL
FW	Fresh Water	ML	Miscellaneous Liquids	OE	Oil Effluent
ΗV	High Vapour Pressure	MP	Multiphase	PO	Potable Water
Statu	IS:				
А	Abandoned	Ν	Not Constructed/Approved	Q	Active (BC Only)
AC	Active (Facilities)	NW	New	R	Removed
С	Cancelled	0	Operating	RT	Retired
D	Discontinued	Р	To Be Constructed	S	Suspended
IS	Issued	PE	Permitted	Т	New (BC only)
Valve	9:	Wate	er Cross:	Othe	r:
CV	Check Valve	С	Creek Crossing	EPZ	Emergency Planning Zone
ESD	Emergency Shutdown Valve	L	Lake Crossing	OD	Outside Diameter
MBV	Manual Block Valve	0	Overhead Crossing	Wall	Wall Thickness
		R	River Crossing		
		S	Surface Crossing		
			- · · · · · · · · · · · · · · · · · · ·		

Other Crossing

S ΧА

SG SW	Sour Gas Saltwater
UN V X Z	Unknown Deactivated (BC Only) Not AER Regulated Approved

SF

ST

TF

ΤL

UG WE

WS

## 3.2 Licensed Facility Details

Licensee	Name	Facility Id / License #	Location	Latitude (Decimal Degrees)	Longitude (Decimal Degrees)	Facility Type	Status	Epz (m)
			Pembin	na Operating				

## 3.3 On Site Storage Registration

Product	CAS Registry No.	UN No.	ERG-Guide-Number	Largest Container on Location (Tonnes)	Maximum Expected Quantity on Location (Tonnes)	Hazard Category
* Linder the Environment Canada and Climate Chan	(5000) 5					

\* Under the Environment Canada and Climate Change (ECCC), Environmental Emergency (E2) Regulations, mixtures of C2+/C3+ products are categorized and reported as "Natural Gas, Petroleum, Raw Liquid Mix". Mixtures in LPG tanks (predominantly C3/C4 components) and process vessels which may have any combination of C2+ components fall into this category.

For Safety Data Sheets (SDS), including specific product composition, initial response actions to an accidental release, and potential short- and long-term effects from exposure, refer to Pembina's SDS database available on Pembina's internal intranet site, The Pipeline.

Additional response instructions for First Responders can be referenced in the above noted Guide from the Emergency Response Guidebook (ERG) 2024.

# 3.4 Storage Related EPZs

						CALCULATED	) HAZARD RADIUS (I	m)	
Facility / Location	Substance	Tank ID	Tank Volume (m³)	Area of Pool (m²)	Radiant Heat from Pool Fire to 5 kW/m² (m)	Flammable Area (LEL) from a Release (m)	Overpressure to 1 psi (m)	Radiant Heat from Explosion to 5 kW/m² (m)	EPZ (m)

Additional details pertaining to the Emergency Planning Zone (EPZ) calculations can be requested from the ECMP.

# 4.0 STAKEHOLDERS AND MAPS

Pembina conducts continuous public involvement activities within identified Emergency Planning Zones (EPZ). These activities allow Pembina to collect emergency contact numbers from surface developments (residents/businesses) within the EPZ, in order to notify them of an emergency and provide them with appropriate response actions.

Only select copies of this plan contain occupant data collected from surface developments. Refer to the Distribution List for additional details.

Occupant data is collected and validated on a continuous schedule, separate from the ERP; therefore, in an emergency the preference is to utilize the "live" or "real-time" data available through Pembina's mass notification system; however, if inaccessible for some reason, the printed reports can be used to begin initial notifications.

Printed Occupant Data Reports are valid as of the date indicated in the report itself.

If real-time data or additional occupant data is required, it can be requested through the Emergency Management On-Call line.

# 4.1 Unique Building Identifiers

The National Topographic (NTS) Grid System is used in portions of British Columbia. Confidential occupant data within each mapped area is sorted by geographical location; by NTS map number, map sheet, grid, block, resident ID, and concludes with the quarter unit and unit.

Example: a-29-H / 94-P-9.A

<u>054</u>	<u>02</u>	<u>31</u>	<u>A</u>	<u>NW</u>
Township	Range	Section	Unique Resident ID	Quarter Section

Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.

	NTS Sections	Example	
1	NTS Map Number: Numbered 82 to 104	a-29-H / <u>94</u> -P-9.A	93 92
2	Map Sheet: Lettered A to P (uppercase)	а-29-Н / 93- <mark>Н</mark> -9.А	M N O P   L K J I   E F G I   D C B A
3	Grid: Numbered 1 to 16	а-29-Н / 93-Р- <mark>9</mark> .А	$\begin{array}{cccccccccccccccccccccccccccccccccccc$
4	Block: Lettered A to L (uppercase)	a-29- <u>B</u> / 93-P-9.A	L K J I E F G H D C A
5	Resident ID: Alpha/Numeric	a-29-H / 93-P-9 <u>.A</u>	B C
6	Quarter Unit: Lettered a-d (lowercase)	<u>a</u> -29-H / 93-P-9.A	c d b
7	Unit: Numbered 1 to 100 (each unit is ± 1 km by 1 km)	a- <u>20</u> -H / 93-P-9.A	$\begin{array}{ c c c c c c c c c c c c c c c c c c c$

#### NEBC Town Terminal

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no highways, grazing leases, registered guides for WMUs or railways within the EPZ(s).

Number of Surface Developments						
	Immediate Reporting					
Name	Contact	Phone				
	STARS Sites					

	Special Area Considerations	

Forestry Management Agreement (FMA) Holders				
Name	Contact	Phone		

	Traplines	
Trapline	Contact	Phone

Industrial Operators	
Name	24-Hour Emergency

# **TAYLOR TERMINAL**

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## 1.0 SITE DESCRIPTION



### 1.1 Potential Hazards

Potential hazards and emergency scenarios related to the storage of hydrocarbons on site include:

Hazard Category	Worst Case Emergency Scenarios	Other Potential Scenarios

The above hazards could lead to threats to human health, environmental damage, and/or property damage.

### 1.2 Land Use

The area surrounding the facility includes the District of Taylor, oil and gas related operations, and land used for agricultural purposes.

Contact information for Stakeholders within the EPZ is included in the Stakeholders and Maps section of this plan.

### 1.3 Site Access



# 2.0 SITE SPECIFIC EMERGENCY PROCEDURES

### 2.1 Site Muster

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety.
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Point. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- Remain at the Muster Point until further instructions are given.

### 2.2 Site Evacuation

- Sound the appropriate alert or signal
- Shut down operating equipment and/or processes, if possible. When safe to do so, ensure all process equipment is taken offline in a safe manner. Complete the required Process Hazard Analysis (PHA) documentation and follow site-specific emergency shut down procedures.
- Assess the situation and identify additional hazards.
- Ensure personal safety. Ensure individuals requiring mobility assistance during muster and evacuation activities are identified and provided the necessary supports (physical aids or additional support from personnel).
- Leave the work area (on foot) and report to the closest Muster Point, if safe to do so. If the closest Muster Point is compromised, report to an alternate Muster Point.
- Check in at the Muster Station. If more than one Muster Point has been established ensure communication occurs between the locations to complete an accurate head count.
- Establish a roadblock at the site entrance, if safe to do so, to ensure all persons entering or leaving the site are accounted for.
- If safe to do so, conduct search and rescue procedures for any missing individuals.
- Develop an evacuation plan and ensure all individuals are aware of the decision to evacuate.
- Once evacuated, report to the appointed check-in location.
- Do not return to the site until the "All Clear" has been given, and Safe Work Permits have issued. Before bringing an asset back online following an emergency shut down, it is important to complete all required hazard assessments and follow site-specific re-start procedures.

TAYLOR TERMINAL EMERGENCY RESPONSE PLAN - SITE DETAILS Version Date: March 2025 Version: 6.0

## 3.0 TECHNICAL DATA

## 3.1 Technical Data Legend

#### Facility:

racint	.y.						
BE	Blind End	GP	Gas Plant	PL	Pipeline	SF	Storage Facility
BS	Booster Station	GS	Gas Gathering System	PP	Petrochemical Plant	ST	Storage Tank
BT	Battery	IP	Injection Plant	PS	Pump Station	TF	Tank Farm
CG	Cobalt Gas	JF	Jet Fuel	PT	Pipeline Terminal	TL	Terminals
CP	Chemical Plant	LH	Line Heater	RE	Reservoir	UG	Underground Cap or Tie-in
CS	Compressor Station	LR	Loading Rack	RF	Refinery	WE	Well
СТ	Central Treating Plant	MS	Meter Station	SA	Satellite	WS	Water Source
FG	Fuel Gas	OS	Oil Sands Processing Plant	SC	Storge Cavern		
Subst	ance:						
BR	Brine	IA	Instrument Air	NG	Natural Gas	SG	Sour Gas
CO	Crude Oil	LV	Low Vapour Pressure	NI	Nitrogen	SW	Saltwater
FG	Fuel Gas	MG	Miscellaneous Gases	NL	NGL		
FW	Fresh Water	ML	Miscellaneous Liquids	OE	Oil Effluent		
HV	High Vapour Pressure	MP	Multiphase	PO	Potable Water		
Status	5:						
А	Abandoned	Ν	Not Constructed/Approved	Q	Active (BC Only)	UN	Unknown
AC	Active (Facilities)	NW	New	R	Removed	V	Deactivated (BC Only)
С	Cancelled	0	Operating	RT	Retired	Х	Not AER Regulated
D	Discontinued	Р	To Be Constructed	S	Suspended	Z	Approved
IS	Issued	PE	Permitted	Т	New (BC only)		
Valve	:	Wate	r Cross:	Other	:		
CV	Check Valve	С	Creek Crossing	EPZ	Emergency Planning Zone		
ESD	Emergency Shutdown Valve	L	Lake Crossing	OD	Outside Diameter		
		_	<u>-</u> .				

Wall

Wall Thickness

Overhead Crossing

River Crossing Surface Crossing

Other Crossing

0

R

S XA

- MBV Manual Block Valve
- Pembina Pipeline Corporation

## 3.2 Licensed Facility Details

Licensee	Name	Facility Id / License #	Location	Latitude (Decimal Degrees)	Longitude (Decimal Degrees)	Facility Type	Status	EPZ (m)
		Pembina Opera	ting					

## 3.3 On Site Storage Registration

Product	CAS Registry No.	UN No.	ERG-Guide-Number	Largest Container on Location (Tonnes)	Maximum Expected Quantity on Location (Tonnes)	Hazard Category

\*Under the Environmental Emergency (E2) Regulation, mixtures of C2+/C3+ products are categorized as "Natural Gas, Petroleum, Raw Liquid Mix". Mixtures in LPG tanks (which are predominantly C3/C4 components) and process vessels which may have any combination of C2+ components fall into this category.

For Safety Data Sheets (SDS), including specific product composition, initial response actions to an accidental release, and potential short- and long-term effects from exposure, refer to Pembina's SDS database available on Pembina's internal intranet site, The Pipeline.

Additional response instructions for First Responders can be referenced in the above noted Guide from the Emergency Response Guidebook (ERG) 2024.

## 3.4 Storage Related EPZs

					CALCULATED HAZARD RADIUS (m)				
Facility / Location	Substance Tank ID Volume (m <sup>3</sup> )		Area of Pool (m²)	Radiant Heat from Pool Fire to 5 kW/m² (m)	Flammable Area (LEL) from a Release (m)	Overpressure to 1 psi (m)	Radiant Heat from Explosion to 5 kW/m² (m)	EPZ (m)	

Additional details pertaining to the Emergency Planning Zone (EPZ) calculations can be requested from the ECMP.

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# 4.0 STAKEHOLDERS AND MAPS

Pembina conducts continuous public involvement activities within identified Emergency Planning Zones (EPZ). These activities allow Pembina to collect emergency contact numbers from surface developments (residents/businesses) within the EPZ, in order to notify them of an emergency and provide them with appropriate response actions.

Only select copies of this plan contain occupant data collected from surface developments. Refer to the Distribution List for additional details.

Occupant data is collected and validated on a continuous schedule, separate from the ERP; therefore, in an emergency the preference is to utilize the "live" or "real-time" data available through Pembina's mass notification system; however, if inaccessible for some reason, the printed reports can be used to begin initial notifications.

Printed Occupant Data Reports are valid as of the date indicated in the report itself.

If real-time data or additional occupant data is required, it can be requested through the Emergency Management On-Call line.

### 4.1 Unique Building Identifiers

Surface developments within the EPZ are each given a unique identifier which corresponds to a land location on a corresponding map.

The Dominion Land Survey (DLS) system is used within Alberta, Saskatchewan and portions of northeast British Columbia. Confidential occupant data within each mapped area is sorted by geographical location; organized by township (south to north), then range (east to west), then section, then unique resident ID, and concludes with the quarter section unit.

Example: NW-31-054-02.A



Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.



### Taylor Terminal

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no registered Pembina STARS sites, highways, grazing leases, registered guides for WMUs or railways within the EPZ(s).

Number of Surface Developments

Immodiate Deporting								
Name	Immediate Reporting Contact	Phone						
Numo	oontdot							

Area Considerations
Area Considerations
Water Bodies

	Forestry Management Agreement (FMA) Holders								
	Name	Contact	Phone						
ĺ									

	Traplines	
Trapline	Contact	Phone

Industrial Operators	
Name	24-Hour Emergency

# DEEP BASIN DISTRICT, FORT ST. JOHN AREA - PIPELINE SYSTEMS

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# 1.0 FORT ST. JOHN AREA PIPELINES



### 1.2 Land Use

Land within the Operating Area is mainly used for agricultural purposes. Agricultural Land Reserves are located throughout the operating area. Forested areas are primarily used for oil and gas development and recreational purposes.

Contact information for Stakeholders within the EPZ is included in the Stakeholders and Maps section of this plan.

# 2.0 TECHNICAL DATA

## 2.1 Technical Data Legend

#### Facility:

i aci	inty.						
BE	Blind End	GP	Gas Plant	PL	Pipeline	SF	Storage Facility
BS	Booster Station	GS	Gas Gathering System	PP	Petrochemical Plant	ST	Storage Tank
BT	Battery	IP	Injection Plant	PS	Pump Station	TF	Tank Farm
CG	Cobalt Gas	JF	Jet Fuel	PT	Pipeline Terminal	TL	Terminals
CP	Chemical Plant	LH	Line Heater	RE	Reservoir	UG	Underground Cap or Tie-in
CS	Compressor Station	LR	Loading Rack	RF	Refinery	WE	Well
СТ	Central Treating Plant	MS	Meter Station	SA	Satellite	WS	Water Source
FG	Fuel Gas	OS	Oil Sands Processing Plant	SC	Storge Cavern		
Sub	stance:						
BR	Brine	IA	Instrument Air	NG	Natural Gas	SG	Sour Gas
CO	Crude Oil	LV	Low Vapour Pressure	NI	Nitrogen	SW	Saltwater
FG	Fuel Gas	MG	Miscellaneous Gases	NL	NGL		
FW	Fresh Water	ML	Miscellaneous Liquids	OE	Oil Effluent		
HV	High Vapour Pressure	MP	Multiphase	PO	Potable Water		
Stat	us:						
A	Abandoned	Ν	Not Constructed/Approved	Q	Active (BC Only)	UN	Unknown
AC	Active (Facilities)	NW	New	R	Removed	V	Deactivated (BC Only)
С	Cancelled	0	Operating	RT	Retired	х	Not AER Regulated
D	Discontinued	Р	To Be Constructed	S	Suspended	Z	Approved
IS	Issued	PE	Permitted	Т	New (BC only)		
Valv	/e:	Water C	ross:	Other:			
CV	Check Valve	C	Creek Crossing	EPZ	Emergency Planning Zone		
ESD		Ľ	Lake Crossing	OD	Outside Diameter		
MB\		0	Overhead Crossing	Wall	Wall Thickness		
		R	River Crossing				
		S	Surface Crossing				

XA

Other Crossing

# 2.2 Pembina Operated Pipelines

### 2.2.1 CER Regulated Pipelines

License	No. Line No.	e Map . No	Pipeline Name	From	То	Segment Length (m)	Licensed Sub	Primary Sub	Status	OD W (mm) (m	(all Pressur hm) (kPa)	d e H <sub>2</sub> S (%)	Operator	Water Assig Cross EPZ	ned (m)

License No. Line Map Pipeline No. No	Name From	To Segment (m)	Licensed Primary Sub Sub Status (m	DD Wall Licensed m) (mm) (kPa) H2S (%)	Operator Water Assigned Cross EPZ (m)

License No. Line Map No. No	Pipeline Name	From	То	Segment Length (m)	Primary Sub Status (mm) (	Wall Licensed Pressure H <sub>2</sub> S (%) (kPa)	Operator	Water Assigned Cross EPZ (m)

\*Pouce Coupé Pipe Line Ltd. as agent and General Partner of the Pembina North Limited Partnership

### 2.2.2 BCER Regulated Pipelines

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)	d Primary Sub Status (mn	H Wall Licensed Pressure (%)	2S 6) Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)	rimary Sub Status Od (mm)	Wall Licensed H <sub>2</sub> S (mm) (kPa)	Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)	Primary Sub Status (mm) (mm	Licensed Pressure (kPa)	Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length Su	nsed Primary ub Sub	Status Od Wa (mm) (mr	n) Licensed H <sub>2</sub> Pressure (%	Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)	ed Primary Sub Status (n	Od Wall Licensed nm) (mm) (kPa)	l <sub>2</sub> S %) Operator	Water Assigned Cross EPZ (m)

Licens No.	e Line Map No. No.	Pipeline Name	From	То	Segment Length (m)	Primary Sub Status	Od Wall Licensed (mm) (mm) (kPa)	H <sub>2</sub> S (%) Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)	Y Status Od (mm) Wall Licen (mm) (mm) Kerss (kPa	sed H <sub>2</sub> S ure (%) Operator	Water Assigned Cross EPZ (m)

License Line Map No. No. No.	Pipeline Name	From	То	Segment Length (m)Licensed SubPrimary 	ied m)

# 2.3 Pembina Contract-Operated Pipelines

Licenso No.	e Line Map No.	Pipeline Name	From	То	Segment Length (m)	Licensed Sub	Primary Sub	Status	Od (mm)	Wall (mm)	Licensed Pressure (kPa)	H₂S (%)	Licensee	Water Cross	Assigned EPZ (m)

# 2.4 Third Party Operated Pipelines

License No.	Line No.	Pipeline Name	From	То	Segment Length (m)	Status Od Wall (mm) (mm)	Licensed Pressure (kPa)	Operator	Water Assigned Cross EPZ (m)

# 2.5 Valve Listing

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type Valve Function	Location (LSD) Latitude Longitude (Decimal (Decimal Degrees) Degrees)
				- - - -

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type Function	Location (LSD) Location (Decimal Degrees) Longitude (Decimal Degrees)

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type Valve Function	Location (LSD) Location (LSD) Latitude (Decimal Degrees) Location (Decimal Degrees)

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type Valve Function	Location (LSD) Location (Decimal Degrees) Locatiude (Decimal Degrees)
				· · · · ·

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type	Valve Location Function (LSD)	Latitude Longitude (Decimal (Decimal Degrees) Degrees)

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type	Valve Location Function (LSD)	Latitude Longitude (Decimal (Decimal Degrees) Degrees)
Version: 6.0

Pipeline Name	Route Map ID No.	Valve Name	Valve ID Valve Type	Valve Location Function (LSD)	Latitude Longitude (Decimal (Decimal Degrees) Degrees)

# 2.6 Pembina Operated Facilities

LICENSEE	NAME	Facility ID / License No.	LOCATION	LATITUDE (DECIMAL DEGREES)	Longitude (decimal degrees)	FACILITY TYPE	STATUS	EPZ (m)

LICENSEE	NAME	Facility ID / License No.	LOCATION	LATITUDE (DECIMAL DEGREES)	Longitude (decimal degrees)	FACILITY TYPE	STATUS	EPZ (m)

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# 3.0 STAKEHOLDERS AND MAPS

Pembina conducts continuous public involvement activities within identified Emergency Planning Zones (EPZ). These activities allow Pembina to collect emergency contact numbers from surface developments (residents/businesses) within the EPZ, in order to notify them of an emergency and provide them with appropriate response actions.

Only select copies of this plan contain occupant data collected from surface developments. Refer to the Distribution List for additional details.

Occupant data is collected and validated on a continuous schedule, separate from ERP maintenance activities; therefore, in an emergency the preference is to utilize the "live" or "real-time" data available through Pembina's mass notification system; however, if inaccessible for any reason, the printed reports can be used to begin initial notifications.

Printed Occupant Data Reports are valid as of the date indicated in the report itself. If real-time data or additional occupant data is required, it can be requested through the Emergency Management On-Call line. This page intentionally left blank.

### 3.1 Unique Building Identifiers

Surface developments within the EPZ are each given a unique identifier, which corresponds to a land location on a numbered map.

The Dominion Land Survey (DLS) system is used within Alberta, Saskatchewan and portions of northeast British Columbia. Confidential occupant data within each mapped area is sorted by geographical location, organized by township (south to north), range (east to west), section, and unique resident ID, and concludes with the quarter section unit. Example: NW-31-054-02.A

<u>054</u>	<u>02</u>	<u>31</u>	<u>A</u>	<u>NW</u>
Township	Range	Section	Unique Resident ID	Quarter Section

Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.



The National Topographic Grid System (NTS) is used in portions of British Columbia. Confidential occupant data within each mapped area is sorted by geographical location, NTS map number, map sheet, grid, block, and resident ID, and concludes with the quarter unit and unit.

Example: a-29-H / 94-P-9.A

Read first, from left to right.

.

Read second, from right to left.

Read Last

Note: The unique ID for surface developments within a subdivision may include additional values specific to the subdivision's name or location.

	NTS Sections	Example	
1	NTS Map Number: Numbered 82 to 104	а-29-Н / <u>94</u> -Р-9.А	93 92
2	Map Sheet: Lettered A to P (uppercase)	а-29-Н / 93- <u>Н</u> -9.А	MNOPLKJIEFGDCBA
3	Grid: Numbered 1 to 16	а-29-Н / 93-Р- <u>9</u> .А	13  14  15  16    12  11  10
4	Block: Lettered A to L (uppercase)	a-29- <u>B</u> / 93-P-9.A	L K J I E F G H D C A
5	Resident ID: Alpha/Numeric	а-29-Н / 93-Р-9 <u>.А</u>	
6	Quarter Unit: Lettered a-d (lowercase)	<u>а</u> -29-Н / 93-Р-9.А	c d b
7	Unit: Numbered 1 to 100 (each unit is ± 1 km by 1 km)	а- <u>20</u> -Н / 93-Р-9.А	$ \begin{array}{c c c c c c c c c c c c c c c c c c c $

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no known special area considerations, grazing leases, forest management units, traplines or railways within the EPZ(s).

#### Number of Surface Developments

	Immediate Reporting	
Name	Contact	Phone

#### STARS Sites

Waterbodies

	Highways	
Highway	Contact	Phone

Wildlife Management Unit (WMU) Holders				
WMU	Contact	Phone		

Industrial Operators	
Company	24-Hour Emergency

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no Pembina registered STARS sites, grazing leases, forest management units, or railways within the EPZ(s).

	Immediate Reporting				
Name	Contact	Phone			

	Special Area Considerations	
Name	Contact	Phone

Waterbadies	
Waterbodies	

	Highways	
Highway	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wild	life Management Unit (WMU) Holder	S
WMU	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no known special area considerations or railways within the EPZ(s).

	Immediate Reporting	
Name	Contact	Phone
	STARS Sites	

Waterbodies

Highways	
Contact	Phone

	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry	Management Agreement (FMA) Hold	ers
Name	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildli	fe Management Unit (WMU) Holders	
WMU	Contact	Phone

Company 24-Hour Emergency

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no Pembina registered STARS sites or railways within the EPZ(s).

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

Waterbodies		
	Highways	
Highway	Contact	Phone

	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders			
Name / ID	Contact	Phone	

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders		
WMU	Contact	Phone

Industrial Operators		
Alberta		
Company	24-Hour Emergency	

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, grazing leases, registered guides for WMUs or railways within the EPZ(s).

Number of Surface Developments		
	Immediate Reporting	
Name	Contact	Phone

Version: 6.0

Special Area Considerations

Waterbodies	

Highways		
Highway	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

Traplines		
Trapline	Contact	Phone

Industrial Operators		
Company	24-Hour Emergency	

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no Pembina registered STARS sites or railways within the EPZ(s).

Name	Immediate Reporting Contact	Phone	

Special Area Considerations

Waterbodies

Highways		
Highway	Contact	Phone

Grazing Lease Holders		
Lease Name	Contact	Phone

Forestry Management Agreement (FMA) Holders			
ID	ID Contact Phone		

Traplines		
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders		
WMU	Contact	Phone

Industrial Operators

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

Immediate Reporting			
Name	Contact	Phone	

Version:	6.0
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Sp	pecial Area Considerations

STARS Sites	

Waterbodies	

Highways	
Contact	Phone

	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders			
WMU	Guide Area	Contact	Phone

	Railways	
Name	Contact	Phone

Industrial Operators			
Company	24-Hour Emergency		
The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no registered guides for WMUs within the EPZ(s).

Immediate Reporting Name Contact Phor	
	no
	le

Spe	ecial Area Considerations

STARS Sites

Waterbodies

Highways		
Highway	Contact	Phone
-		

Grazing Lease Holders		
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

Traplines		
Trapline	Contact	Phone

Railways		
Name	Contact	Phone
	contact	

Industrial Operators	
Company	24-Hour Emergency

Industrial Operators	
Company	24-Hour Emergency

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no Pembina registered STARS sites, highways or railways within the EPZ(s).

Immediate Reporting		
Name	Contact	Phone

Special Area Considerations

Waterbodies		
	Grazing Lease Holders	
Lease Name	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders		
WMU	Contact	Phone

In	dustrial Operators

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, highways, grazing leases or registered guides for WMUs within the EPZ(s).

Number of Surface Developments

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

	Waterbodies	

Forestry Management Agreement (FMA) Holders			
ID	Contact	Phone	

Traplines			
Trapline	Contact	Phone	

	Railways	
Name	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites or registered guides for WMUs within the EPZ(s).

Number of Surface Developments				
	Immediate Reporting			
Name	Contact	Phone		

Special Area Considerations

	Waterbodies	
	Highways	
Highway	Contact	Phone

Grazing Lease Holders	
Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

Traplines	
Contact	Phone

	Railways	
Name	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, registered guides for WMUs, or railways within the EPZ(s).

Number of Surface Developments

	Immediate Reporting		
Name	Contact	Phone	

Special Area Considerations

Waterbodies	

	Highways	
Highway	Contact	Phone
		-

	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no Pembina registered STARS sites or railways within the EPZ(s).

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations	
Waterbodies	

	Highways	
Highway	Contact	Phone

	Grazing Lease Holders	
Lease Name	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders			
WMU Guide Area Name Phone			

Industrial Operators		
Company	24-Hour Emergency	

The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are Pembina registered STARS sites, highways, or railways within the EPZ(s).

Number of Surface Developments		
	Immediate Reporting	
Name	Contact	Phone

# Special Area Considerations

Waterbodies	

Grazing Lease Holders		
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders			
WMU	Guide Area	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

There are no Pembina registered STARS sites, highways, registered guides for WMUs, or railways within the EPZ(s).

### Number of Surface Developments

	Immediate Reporting	
Name	Contact	Phone

### Special Area Considerations

	Waterbodies	
	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders	

101030	y Management Agreement (1000) ne	Juci 3
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

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The following details apply to the calculated Emergency Planning Zones (EPZs) for this mapped area.

Number of Surface Developments

There are no railways within the EPZ(s).

	Immediate Reporting	
Name	Contact	Phone

STARS Sites

Version:	6.0
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Special Area Considerations	
Waterbodies	

	Highways	
Highway	Contact	Phone

	Grazing Lease Holders	
Grazing Lease	Contact	Phone

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

Wildlife Management Unit (WMU) Holders			
WMU	Guide Area	Contact	Phone

Industrial Operators		
Company	24-Hour Emergency	

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This portion of the pipeline system is currently discontinued and shut in; therefore, an Emergency Planning Zone (EPZ) has not been assigned.

There are no known surface developments, Pembina registered STARS sites, highways, grazing leases, registered guides for WMUs, or railways within the Right-of-Way of the discontinued portion of the pipeline.

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

#### DEEP BASIN DISTRICT, FORT ST. JOHN AREA EMERGENCY RESPONSE PLAN - PIPELINE SYSTEM DETAILS Version Date: March 2025 Version: 6.0

	version: o.u
Waterbodies	

Forestry Management Agreement (FMA) Holders			
ID Contact Phone			

	Traplines	
Trapline	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

This portion of the pipeline system is currently discontinued and shut in; therefore, an Emergency Planning Zone (EPZ) has not been assigned.

There are no surface developments, known special area considerations, registered STARS sites, highways, grazing leases or registered guides for WMUs within the Right-of-Way of the discontinued portion of the pipeline.

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

Waterbodies

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone

Pembina Pipeline Corporation

Forestry Management Agreement (FMA) Holders		
ID	Contact	Phone
ID	Contact	Phone

	Traplines	
Trapline	Contact	Phone

	Railways	
Name	Contact	Phone

Industrial Operators	
Company	24-Hour Emergency

This portion of the pipeline system is currently discontinued and shut in; therefore, an Emergency Planning Zone (EPZ) has not been assigned.

There are no surface developments, known special area considerations, registered STARS sites, highways, grazing leases, registered guides for WMUs or railways within the Right-of-Way of the discontinued portion of the pipeline.

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

Waterbodies

Forestry	Management Agreement (FMA) Ho	lders
ID	Contact	Phone

### DEEP BASIN DISTRICT, FORT ST. JOHN AREA EMERGENCY RESPONSE PLAN - PIPELINE SYSTEM DETAILS Version Date: March 2025 Version: 6.0

Phone

Industrial Operators	
Company	24-Hour Emergency

This portion of the pipeline system is currently discontinued and shut in; therefore, an Emergency Planning Zone (EPZ) has not been assigned.

There are no surface developments, known special area considerations, registered STARS sites, highways, grazing leases, registered guides for WMUs or railways within the Right-of-Way of the discontinued portion of the pipeline.

	Immediate Reporting	
Name	Contact	Phone

Special Area Consideration	
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Waterbodies

y Management Agreement (FMA) Ho	Iders
Contact	Phone
Traplines	
Contact	Phone
	Contact Traplines

Industrial Operators	
Company	24-Hour Emergency

This portion of the pipeline system is currently discontinued and shut in; therefore, an Emergency Planning Zone (EPZ) has not been assigned.

There are no surface developments, known special area considerations, registered STARS sites, highways, grazing leases, registered guides for WMUs or railways within the Right-of-Way of the discontinued portion of the pipeline.

	Immediate Reporting	
Name	Contact	Phone

Special Area Considerations

Waterbodies

Forestry Management Agreement (FMA) Holders			
ID	Contact	Phone	

#### DEEP BASIN DISTRICT, FORT ST. JOHN AREA EMERGENCY RESPONSE PLAN - PIPELINE SYSTEM DETAILS Version Date: March 2025 Version: 6.0

	Traplines	
Trapline	Contact	Phone

Industrial Operators		
Company	24-Hour Emergency	

# PART 4 – SUPPORTING DOCUMENTS

Additional supporting documents are maintained independently from the ERP but may be located in this section because they could provide additional supporting information during a response. Supporting documents may include:

- Spill control point data sheets
- Site specific procedures
- Fire Safety and/or Fire Pre-plans
- Office evacuation plans
- Supplemental plans or bridging documents for newly constructed or acquired assets

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