

Important *Contacts*

Contacts

Senior Safety Advisor: Nicole Linman
Edmonton Office: 780.406.6195
Direct: 780.686.7970
Email: nlinman@cantiro.ca

Health & Safety Advisor: Ryan Latta
Direct: 780.554.4864
Email: rlatta@cantiro.ca

Hospitals

Grey Nuns Community Hospital
1100 Youville Dr W Northwest
780.735.7000

University of Alberta Hospital - Trauma Centre
8440 112 St NW
780.407.8822

Misericordia Community Hospital
16940 87 Ave NW
780.735.2000

Emergency Contacts

Fire, Police, Ambulance
911

Non-Emergency Ambulance
780.426.3232 (EDM)
403.266.1234 (CGY)

**AB Occupational Health
& Safety Fatality / PSI**
1.866.415.8690 (OH&S)

ATCO Gas
780.420.5585 (24 Hour)

EPCOR
780.310.4300 (24 Hour)

Direct Energy
780.306.1334

Enmax (Trouble Call)
310.2010 (24 Hour)

Telus
611

Shaw
780.490.3555

Water Emergency
780.412.6800

Alberta Environmental
1.800.222.6514

Alberta Fish & Wildlife
310.3473 (Fire)

Alberta Poison Control
1.800.332.1414

Crime Stoppers
1-800-222-8477

Alberta One Call
1-800-242-3447 (Utility Locates)

Alberta Health Link
811

WCB
780.498.3999

City Of Edmonton
311

City Of Calgary
311

Emergency *Details*

Call OH&S at 1-866-415-8690 if there is:

1. An injury, accident-causing death
2. An injury or accident that results in a worker being admitted to a hospital for more than 2 days.
3. An unplanned or uncontrolled explosion, fire, flood that causes a serious injury or that has the potential of causing a serious injury.
4. A collapse or upset of a crane, derrick, or hoist.
5. A collapse or failure of any component of a building structure necessary for the structural integrity of the building or structure.
6. A potential serious incident PSI or reportable serious injury or incident.

In the event of an injury:

1. Seek medical attention as required.
2. Avoid going to a clinic or hospital alone.
3. Complete an incident form and give to Prime Contractor.
4. Prime Contractor to complete event report in Sitedocs.

General Safety Rules to be followed:

1. All incidents must be reported immediately.
2. Homes under construction are considered active construction sites and should be treated as such.
3. PPE is required on all active sites.
4. Visits need to be accompanied by a Cantiro representative.
5. All sites and trades must adhere to and comply with all AB OHS legislation requirements.
6. Impairment will not be tolerated on any Cantiro Sites.
7. Harassment, violence or bullying will not be tolerated on any Cantiro Sites.

Edmonton Sites Emergency Response *Plan*

Multi-Family Project - Sales Team Contacts	Location	Contact Number
Paul Super – Superintendent		780.221.0592
John Miketon - Superintendent		780.908.1015
Single-Family Project - Team Contacts	Location	Contact Number
Carson Lueck – Field Construction Manager	Edmonton	587.340.6495
Jason LeDrew- Field Construction Manager	Edmonton	780.951.2843
Paul Thomson – Construction Manager	Edmonton	780.203.1813
Additional Contacts	Company/Role	Contact Number
Nicole Linman – Senior Health and Safety	Canada	780-686-7970
Ryan Latta – Health and Safety Advisor	Edmonton	780-554-4864

POTENTIAL EMERGENCIES (Based On Hazard Assessment)	The following are identified potential emergencies: Fire, flood, medical, motor vehicle incident, explosion, gas leak, cave in, spill, fall, shock/electrocution, weather emergency, intruder/violent offender	
EMERGENCY PROCEDURES	In the event of emergency occurring within or affecting the work site, the site personnel will make the following decisions and ensure the appropriate key steps are taken: • 911 has been called. • Any remaining hazards are controlled. • The site is shut down or access limited as is appropriate. • The company safety department and division manager have been called.	
LOCATION OF EMERGENCY EQUIPMENT	Emergency equipment is located at Cantiro Company Vehicles and Show homes • Air Horn • Fire Extinguisher also on active sites and in any Cantiro vehicle. • First aid kit is in any Cantiro vehicle and sales center.	
WORKERS TRAINED IN THE USE OF EMERGENCY EQUIPMENT (List of names of workers trained and equipment trained on)	1. All site personnel trained in emergency response procedures. 2. Sales personnel trained in first aid as per OHS Legislation. 3. Only qualified personnel are to operate zoom boom (if required)	
EMERGENCY RESPONSE TRAINING REQUIREMENTS	Type of Training Use of fire extinguishers Air Horn First Aid AED Self Defense ERP Review	Frequency Orientation and annually Orientation Every three years Every Three years Annually at minimum
LOCATION AND USE OF EMERGENCY FACILITIES	The nearest emergency services are located: • All emergencies: 911 • Grey Nuns Hospital – 1100 Youville Dr. NW Edmonton, AB (780) 735-7000 • University of Alberta Hospital – 8440 112 St NW (780) 407-8822 • Misericordia Hospital – 16940 87 Ave NW (780) 735-2000 • Dangerous Goods/Spills 1 800 272-9600 Additional Contact information on Emergency Contact List	
FIRE PROTECTION REQUIREMENTS	Fire extinguishers are located at sales centers and throughout the community, in all company vehicles, and in site trailers. Fire hydrants are located throughout the community and along streets	
ALARM AND EMERGENCY COMMUNICATION REQUIREMENTS	• An air horn will blast three times • Site personnel will alert sales associates and/or trades in the area • 911 will be called	
FIRST AID	First Aid kits are located at: • Site trailer, sales center and in all company vehicles • AED is located in site trailers and nearest sales center • All sites have designated certified first aiders	
SAFETY DATA SHEETS (SDS)	Safety Data Sheets (SDS) are located: on the company's internal intranet and online	

Situation Specific Response Plans

Please note: These are best practice recommendations. Due to the nature of our industry, not all sales associates will be on site daily, and duties listed below may fall to others to carry out. In the event of an emergency, follow best practices, when possible, but always ensure the safety of yourself and others above all else.

FIRE, FLOOD, MEDICAL, MOTOR VEHICLE ACCIDENT	• Everyone is to meet at the muster point (Cantiro Show home or Site Trailer) • If required, an exit path may be cleared with a fire extinguisher. Only in the case of a small, contained fire should a staff member attempt to fully extinguish the fire before evacuating. • A rep from Cantiro will ensure that all staff on their team are accounted for. All trades must speak to the Cantiro representative to ensure their crew is accounted for. • The Cantiro rep will ensure that 911 has been called, as well as their manager and the Health and Safety contact. • The Cantiro rep will ensure that a first aider is appointed to address any injuries or illnesses. • Trades will report their headcount to the site superintendent. • A site staff member will direct someone to meet the emergency vehicles. • All workers are to remain at the muster point until the ok to leave or return to work has been given by site personnel. • First aiders will determine what assistance is needed.
EXPLOSION	• Everyone is to meet at the muster point (Show home or Site Trailer) • If required, an exit path may be cleared with a fire extinguisher. Only in the case of a small, contained fire should a staff member attempt to fully extinguish the fire before evacuating. • The Cantiro rep will ensure that 911 has been called, as well as their manager and the Health and Safety contact. • The Cantiro rep will ensure that a first aider is appointed to address any injuries or illnesses. • Trades will report their headcount to the site superintendent. • A site staff member will direct someone to meet the emergency vehicles. • All workers are to remain at the muster point until the OK to leave or return to work has been given by site personnel. • First aiders will determine what assistance is needed. • The building will not be re-entered until cleared by emergency services.
GAS LEAK	• Everyone is to meet at the muster point (Show Home or Site Trailer) • The Cantiro rep will ensure that 911 has been called, as well as their manager and the Health and Safety contact. • The Cantiro rep will ensure that a first aider is appointed to address any injuries or illnesses. • Trades will report their headcount to the site superintendent. • A site staff member will direct someone to meet the emergency vehicles. • All workers are to remain at the muster point until the OK to leave or return to work has been given by site personnel. • First aiders will determine what assistance is needed. • The building will not be re-entered until cleared by emergency services.
SHOCK/ELECTROCUTION	• First to notice a need for medical help will alert others on site as appropriate. • The Cantiro rep will ensure that someone has been appointed to begin first aid, and 911 is called as required. • The Cantiro rep will ensure the appropriate manager(s) and Health and Safety contact has been informed. • The Cantiro rep will ensure that the area is kept safe until emergency services arrive.
WEATHER EMERGENCY	• In the event of approaching extreme weather or a weather alert, staff will ensure all team members are accounted for and shelter in place as appropriate. If time allows precautions such as placing furniture in front of doors or windows is encouraged. • If a tornado warning or watch is issued, staff may choose to shelter in the basement of the nearby show homes, provided everyone is aware of where one another is sheltering (staying as a group is encouraged) and has a means to contact one another. • Staff will continue to shelter until the weather event ends, at which time appropriate actions will be taken. The Cantiro rep will take the lead in assigning first aid, calling emergency services, evacuating teams, turning off utilities, etc as required by the situation. • Should a situation approach without warning, staff will shelter in place in the nearest safe area. A room without windows is preferable. • Cantiro rep will ensure that the appropriate managers or health and safety contacts have been notified of the situation.
INTRUDER/VIOLENT OFFENDER	• In the event that a potentially violent event begins, all attempts will be made to de-escalate the situation and have the person leave the sales center. The Cantiro rep will then ensure that 911 has been called, the sales center is locked or secured, and the appropriate managers and safety contacts have been notified. They will also ensure that anyone experiencing shock is treated, and staff are sheltering if appropriate. • Should an event turn violent before the person can be removed from the sales center, staff will be sheltered in place in the nearest safe area. Safe areas will be identified by staff during orientation. 911 will be called if it is safe to do so, if it is not safe, help can be called by using the panic fobs or the 911 function on cell phones. • As soon as possible, the Cantiro rep will ensure that first aid is administered as required while waiting for emergency services • Following the event, staff are to shelter in the sales center until emergency services arrive, provided it is safe to do so.

SAFETY LIVES HERE

Situation Specific Response Plans

Please note: These are best practice recommendations. Due to the nature of our industry, not all Cantiro Representatives will be on site daily, and duties listed below may fail to others to carry out. In the event of an emergency, follow best practices, when possible, but always ensure the safety of yourself and others above all else

Guidance Procedures for Potential Emergencies

Electrical Emergencies

Electrocution

In an electrical emergency, employees must stay calm and think before they act. In order to avoid becoming a victim while helping – call for help first. Do an assessment before acting. If employees try to pull the victim clear, they could also become a path for electricity.

Staff should never approach or touch an electrical conductor that is laying on the ground, it may be energized or become energized. If possible, the area should be barricaded or guarded to prevent injury.

The emergency response plan must be reviewed with the workers to ensure that if contact occurs, every worker knows what to do. This plan should include:

- Knowing what to do if the equipment becomes energized,
- First Aid
- Public protection
- Notification of authorities.
- Availability and communication with emergency responders
- Medical aid beyond first aid

If a line is down, the mobile equipment operator should leave the machine only as a last resort, if the machine is on fire or another such emergency. If the operator must leave a machine that is in contact with an electrical conductor, the operator must jump clear. – He must NOT, under any circumstances, step down and allow part of his body to be in contact with the ground while any other part of his body is touching the machine.

Because of the hazardous voltage differential in the ground, the operator should jump with his feet together, maintain balance, and shuffle or hop slowly across the affected area. The operator should not take large steps because it is possible for one foot to be in a high-voltage area and the other to be in a lower-voltage area. The difference between the two can kill.

Once safely away from the machine and conductors, the operator has the following responsibilities:

- Protect others by warning them and not allowing them to approach the energized equipment.
- Call the electric utility for help, and to shut off the electric power.
- Notify the supervisor.

Arc Flash Incidents:

A person need not make physical contact with an energized conductor or be part of the electrical circuit to be injured by electricity. The victim may be several feet away from energized conductors or equipment and be severely injured by the intense thermal energy transfer produced by an electric arc. An arc flash is a fire flash, or arc, that can be produced during an electrical failure or fault.

Arc Blast is a result of the arc flash, and its force is dependent on the amount of short circuit current available and the distance from the arc source. When copper superheats, as is the case when an arc flash occurs, the copper can expand up to 67,000 times. This expansion causes molten copper to be spewed away from the source in a very forceful manner.

The results of these incidents require response plans for the victim to have a severe injury from:

- Being thrown long distances
- Being thrown against immovable objects
- Having severe skin burns from the flash fire
- Possible, eye, mouth, and lung damage from flash fires.
- Possibility of molten metal landing on the victim causing more severe burns.
- Damage from the blast both to workers and to property.



Fire

The discoverer of the fire shall:

- Secure the area on fire,
- Notify Everyone working,
- Notify the Fire Department (Call 911)
- Commence the evacuation of the home or office.
- Notify management and the fire department of the location of the fire.

If the discoverer of the fire has received appropriate training on how to fight a fire, and the fire is small enough (i.e., trash can fire), then they may attempt to extinguish the fire using a portable fire extinguisher, after sounding the alarm, commencing the evacuation and notifying management of the location of the fire.

Too many people have died because they did not know how to fight a fire and tried to do so anyway. If you are not trained, or the fire is too big, close the door sound the alarm, and get out. Let the professional fight the fire. Employees upon hearing the alarm will immediately evacuate the building according to the emergency evacuation procedure and meet at the designated muster point.

Types of Fires

Class of Fire	Examples of Products	Extinguisher Type	Locations Found
Class A	Wood, Paper	Water, Class ABC	Throughout the Office
Class B	Gasoline, Propane, Diesel	Class ABC (Dry Chem.) of Class BC Note: Do not use Water	Outside building in vehicles
Class C	Charged Electrical Devices	Class ABC or BC (Dry Chemical or C02)	Throughout the Office
Class D	Flammable Metals	Class D only	None on site

Fire Emergency Response Procedures

Step	Action	Hazards
1) Alert other workers in the area	Sound alarm	• Smoke • Flames • Decreased visibility
2) Evacuate	Evacuate the area if needed.	• Smoke • Flames • Decreased visibility
3) Extinguish the fire	Extinguish the fire if able to with available extinguishers.	• Smoke • Flames • Decreased visibility
4) Added assistance needed to put out the fire	If unable to extinguish the fire with available equipment and personnel immediately notify 911, and the client representative. Give location, type of fire, fire status, related hazards, and where someone will meet them. Get the fire put out.	
5) People to be notified	Notify your supervisor Notify site safety	
5) Documentation.	Fill out an <i>Accident / Incident Investigation</i> report. Get everyone who was there to fill out a <i>Witness Statement Form</i> .	
6) Incident Investigation	Management will designate someone or organize a team to investigate the incident.	
7) Incident follow-up.	Ensure all documentation is completed and all parties have been notified.	

REACT to the Fire

R- Remove people from the affected area.

E- Ensure doors are closed to the area (If Applicable)
A- Activate the Alarm System:

- A. Activate the Air Horn located at the reception desk and with the Safety Advisor, or in Cantiro Vehicles
- B. If you hear the alarm, go off and move to your designated Muster Point Immediately

C- Call the Fire department. In Edmonton, the Number is **911**
T- Try to extinguish the fire.
Supervisors to conduct a head count at Muster Point.

- To put out a small fire*
- 1. Advise the person responsible where you are going.
 - 2. Have a second person come with you (also equipped with an extinguisher)
 - 3. Ensure that you have the right extinguisher for the job.
 - 4. Use the PASS Concept:

Pull the Pin
Aim at the base of the Fire **Squeeze** the Trigger
Sweep from Side to Side
Always have 2 routes out of the Fire
Zone Never turn your back on an extinguished fire.
And ensure the wind is not blowing the fire toward you.

- If you are on Fire:
- **Stop** where you are.
 - **Drop** to the floor or ground.
 - **Roll** your body to smother the fire.

Portable Fire Extinguisher Use

A portable fire extinguisher is a "first aid" device and is very effective when used while a fire is small. The use of a fire extinguisher by a person who is properly trained can save both lives and property. It is the responsibility of the Tenant to ensure that all employees are familiar with the location and operation of the portable fire extinguisher in the tenant suite.

Using a portable fire extinguisher:

- 1. Remove the extinguisher from its bracket/cabinet and check the overall condition.
- 2. Pull the safety pin:
 - a. Determine that the extinguisher works properly (fast, short check by briefly squeezing the handle)
 - b. Carefully approach the fire area (walk, do not run)
 - c. Ensure an escape route is available behind you.
- 3. Aim the nozzle at the base of the fire.
- 4. Squeeze the extinguisher handle.
- 5. Sweep the extinguishing agent across the base of the fire.

Note: If the fire is not extinguished immediately, confine the fire to the smallest possible area, close doors, evacuate the area, and await the arrival of the Edmonton Fire Department.

General

- All workers designated to initiate this plan or respond to emergencies are to be trained in the emergency response procedures, processes, and equipment that are identified in the plans.
- Refresher training and exercises are to be scheduled to ensure the competence of staff in conducting their duties.

Medical – There will be enough first aiders according to the Alberta OH&S Code Schedule 2 Table 5. We will try and have first aiders spread out in various areas to allow for timely assistance.

Rescue – The only foreseeable rescue that would be required will be medical in nature. Call 911 for immediate assistance.

Identification and Location of Emergency Equipment

- First aid kits will be found in the reception area and upstairs in the main kitchen.
- Fire extinguishers will be throughout the office and are marked on the office map.

Location and Use of Emergency Facilities

- The nearest hospital is the Misericordia Hospital at 16940 – 87 Avenue. For emergency transportation to the hospital call 911 for an ambulance
- The nearest fire department will be the City of Edmonton – Call 911 for Emergency, for information you can call the non-emergency number at 780-496-3850

Chemical Spills

- Discoverer of the spill
- Warn others in the immediate vicinity that a spill has taken place.
 - Attempt to minimize the spill and prevent it from entering any drains or waterways.
 - Designate a co-worker to secure the area.
 - Notify the company and/or site management/ emergency response.
 - Proceed with the Emergency Assembly Area
 - Re-enter the area only after the Emergency Coordinator has given an ALL CLEAR
- Management shall:
- Cordon off the area
 - Reassign employees to other work areas until the site is cleaned up, and evacuate the site if required (Refer to Emergency Evacuation Procedure)
 - Attempt to identify the spilled substance.
 - Provide first aid and/or medical care.
 - Notify appropriate authorities (if the spill is considered a reportable emergency)
 - Keep employees informed of progress.
 - Have a properly trained contractor commence cleanup.

- When reporting, you will be asked to provide:
- The location, date, and time of the release
 - A description of the circumstances leading to the release
 - The type and quantity of substance released.
 - The details of any action proposed or taken at the release site.
 - A description of the immediate surrounding area
- A written report must be submitted to the appropriate Alberta Environment Director within seven days of the immediate report. This report must include:
- The date and time of the release
 - The location of the release
 - The duration of the release and the release rate
 - The concentration, total weight, quantity or amount released.
 - A detailed description of the circumstances leading to the release.
 - The steps or procedures which were taken to minimize, control or stop the release.
 - The steps or procedures which will be taken to prevent similar releases in the future.
 - Any other information required by the Director.

Gas Leaks

Small Flammable Gas Leak

Small leak: any leak that can be stopped by turning off a gas valve that is not inside the gas cloud.

- In the event of a small gas leak the following steps are to be taken:
- Stop work, yell out that you smell gas, and extinguish all sources of ignition.
 - Evacuate the building and turn off the gas valve from outside.
 - Notify Management immediately.

Large Flammable Gas Leak

Large: any leak that cannot be stopped by turning off a valve

In the event of a large gas leak the following steps are to be taken:

- Stop work, yell out that you smell gas, and extinguish all sources of ignition.
- Evacuate the area, and notify Management, the fire department, and gas company immediately.
- Evacuate other people in the surrounding area and look at factors like wind direction as was for where the gas cloud will go.
- If the leak was a result of what you were doing, fill out an incident report and forward it to the Safety Advisor immediately.

Discoverer shall:

- Notify the Area
- Attempt to turn off the gas flow.
- If unable to turn off the gas flow, secure the area and evacuate the building/site.
- Proceed crosswind or upwind to the muster point.
- If the muster point is upwind or downwind of the gas leak, move to the secondary muster point.
- If there is a fire, follow the emergency fire procedure.
- If there are any injuries, follow the medical emergency procedure.

Management Shall:

- Attempt to have gas flow turned off locally.
- If not possible, have the Gas Company shut off the main gas flow to the site.
- Secure the scene,
- Provide medical treatment as required.

Bomb Threats

- If a threat is received by phone, mail, or other means, get as much information as possible.
- If the threat is received by phone, try to keep the person on the line for as long as possible. Do not hang up the phone, even after the call has been terminated.
- Contact local emergency response personnel by phone or radio.
- If a suspicious device is identified, evacuate the immediate area and notify local emergency response personnel.

If you receive a threat, such as a claim of a bomb, violence against occupants of the building, or destruction of property, or if you observe suspicious materials or packages or see anyone on the premises with a weapon of any kind:

1. CALL 911 IMMEDIATELY. Use a mobile phone to do so whenever possible. Advise the operator of the circumstance of the emergency and STAY ON THE LINE.
2. Do not activate the fire alarm unless directed to do so by the 911 operator or another authority.
3. Do not approach the threat or direct any other occupant to do so.
4. Leave the area of the threat immediately.
5. Whenever possible, communicate the threats to other building occupants and the location of the threat.

Written Threat

If a bomb threat is received in writing, it should be kept, including any envelope or other container. Unnecessary handling must be avoided, and every possible effort must be made to retain possible evidence such as fingerprints, handwriting, paper, and postmark.

If there is a bomb threat in the building:

1. Follow instructions given to you and stay calm.
2. Ask each person who works in your area to search his or her personal work areas.
 - a. Remind everyone not to touch or move a suspicious object and look for anything which does not clearly belong to someone; this could be anything from a seemingly harmless brown paper bag to something more obvious.
3. Search all common areas including washrooms, coffee stations, meeting rooms, file rooms, reception areas, and storage areas.
4. Leave interior office doors open; only leave doors closed if you are responding to a fire or hazardous material leak.

Explosions

Explosions include those caused by leaking gas, faulty heating equipment, or flammable vapors.

- Fall to the ground/floor and take shelter under tables, desks, or other objects to protect against falling debris.
- After the effects of an explosion have subsided, check exits and/or escape routes prior to evacuating the building/site.
- Activate the alarm and contact the local fire department.
- Do not return to the building/site until the company or site management has given the all-clear signal.

Workplace Violence

- Notify management immediately by phone and report the occurrence.
- **Do NOT** attempt to physically intervene. Protect yourself first at all costs.
- Review the Workplace Violence Policy for further instruction.

Overhead Power Lines - Accidental Contact

In case of accidental contact with power lines, the key is to stay calm and think before acting.

- All downed lines can be dangerous – stay away from them.
- Shuffle away with both feet together from a downed line so you don't get shocked.
- If you cannot safely clear the equipment of the line, stay on the equipment until a utility representative says it is safe to get off.
- If a co-worker touches a power line stay clear and call 911. Activate your emergency response plan. Remember to think of your safety first. Touching someone in contact with electricity could shock you as well.
- Keep other workers away from the area to avoid them from encountering the electricity.
- Remember 'the shuffle' and fight the urge to run. The safest way to move away from a downed line is to shuffle with your feet together on the ground.
- When a live wire touches the ground, electricity travels in all directions. Voltage decreases as it travels from the source and electricity could come up one leg and go out the other giving you an electrical shock.

Electrocution

Shock is a leading cause of electrical injury and death. It takes less than 0.1 amps of electricity flowing through your body to cause death.

The average male can perceive electrical flow from 1 milli-ampere (mA – also called milliamps) to 10 mA (0.001 amps – 0.010 amps).

- From 3 – 10 mA the sensation is very painful.
- At 10 mA is the paralysis threshold, where you can't release your hand grip on an object.
- At 30 mA (0.030 amps) is the respiratory threshold which causes a stoppage of breathing and can be fatal.
- At 75 mA (0.075 amps) is the fibrillation threshold where heart action is dis-ordinated. Fibrillation cannot be treated with CPR and at this state, it can be fatal if a defibrillator is not applied within several minutes.

The thresholds for women are slightly less.

In perspective, the lowest circuit in your home is a 15-amp circuit. And 110 – 120 volts; 120 volts can be fatal. It is the amperage that kills, not the voltage.

First Aid

When a victim is no longer in contact with electricity and help has been called check the following: Breathing – use artificial respiration immediately if the victim is not breathing.

Pulse – check for a pulse and begin CPR, if necessary, Burns – Don't touch burns

Shock - Look for cold clammy skin, rapid pulse, and shallow breathing. Lay the victim down and cover victim them with a blanket to keep them warm. All shock victims should be transported to a recognized medical facility that knows how to monitor and treat electrical injuries.

- If you must work within the safe approach limit, you must get the assistance of the power line owner.
- Mark the location of all overhead power on the plans and drawings.
- All workers must stay clear on any equipment working near power lines.
- Avoid spoil piles under power lines, this reduces the clearances and could create a hazard Excavation next to a power pole can be extremely dangerous. Soil near the base of a pole should not be disturbed without consulting the local utility.
- The local utility company may be able to install "line identification". This is PVC pipe, not for protection, but to make it easier to see.
- The danger with overhead power lines is that there is no protection on the wires. The electricity is looking for a path to the ground, so if you contact the line or get to close you may provide that ground.
- If power lines are contacted or torn down, stay clear at least 10 meters- and call for help. See your emergency contact number for the area.

High-Pressure Gas Line Rupture

Emergency Procedures

EMERGENCY PROCEDURES FOR HIT AND BLOWING/LEAKING NATURAL GAS PIPELINES

- Clear all people from the vicinity of the natural gas leak.
- Prevent vehicles and bystanders from entering the area until the area is secure.
- Notify all people in the vicinity, such as neighboring buildings as a spark could ignite leaking gas and could affect others close by.
- Shut off or extinguish any source of ignition, including equipment and vehicles, communication equipment, cigarettes, and/or open flames.
- Contact ATCO Gas for help.

ATCO Gas Emergency Numbers:

Edmonton and area (780) 420-5585
Calgary and area (403) 245-7222
For all other areas (800) 511-3447

Remain a safe distance away from the leak while you wait for assistance.

If possible, install red ribbon on barricades as required.

Do not attempt to repair the leak. Allow the natural gas to vent into the atmosphere. (Attempting to repair the leak yourself can result in property damage and serious injury to yourself and others.)

Provincial legislation requires that the person responsible for causing the natural gas release must notify Alberta Environment at the first available opportunity. Call toll-free 1-800-222-6514.

Environmental Spills Environmental Damage Incident

Examples of this type of accident would be oil or diesel fuel spills, damage to creek or riverbeds or banks, damage to drainage and irrigation ditches, etc.

- Assess the hazards at the scene to determine if it is safe for you to proceed with an investigation of the accident. If possible, move or remove any hazards that could be a danger to you or others to make the scene safe. DO NOT touch or move anything that does not pose an immediate danger since this would adversely affect later investigations of the scene.
- If hazardous waste, toxic waste, or dangerous goods are involved in the accident call the RCMP immediately.
- Contact your supervisor.

Safety Advisor to complete Investigation Report Form -

- From a preliminary investigation done by the Supervisor, it must be determined if work should continue or stop. If it is determined that the nature of the accident or incident requires further investigation, then work will stop on all areas until this is done, and a review of the Work Practices and Job Procedures involved have been completed. (Cantiro Safe Work Practices Review and Development) If this review indicates that these work practices should be changed, then the retraining of the employees involved must be done prior to work starting.
- No work to start without authorization from Cantiro.

Other contacts that may be necessary to call are:

Alberta Environment 1-800-222-6514
Energy Resources Board (403) 297-2473
ERCB (403) 297-4117
Natural Disasters

A lot of natural disasters strike without warning. It is very important for us to know what to do in case of a natural disaster.

Earthquake

The most dangerous hazard of an earthquake is that the roof of the building may collapse and cause injuries. The best way to reduce the risk of an injury is to take cover under a heavy table or desk. This would prevent injuries from falling objects and allow airspace in case the roof collapses. Earthquakes are not known as a hazard in the part of the world that we live in but have been mentioned just in case.

Tornado

Taking shelter would be the first approach in order to reduce the risk of injuries and fatalities. Here are some key points to keep in mind:

- Do not stay in a vehicle. Cars, vans, and trucks can be easily blown away by a tornado.
- Stay away from windows.
- Do not use the elevator; this is to avoid getting trapped inside the elevator.
- Move to the lowest floor possible of buildings, houses.

Note: Each workplace is very different and the strategy for each type of natural disaster must be discussed as part of the emergency response plan.

After Natural Disasters

After a natural disaster, take the following steps.

- Check for injuries and identify the first aid-certified employees on the site.
 - Perform CPR on people who have stopped breathing.
 - Do not move injured people unless they are exposed to life-threatening hazards.
 - Check for damages on utility lines such as gas, steam, electricity, or water.
- Perform appropriate actions to minimize the risk of injuries.

Explosions

In case of an explosion, these are some key aspects:

- Stay calm and leave the building as soon as possible.
- Call 911 and report the incident. Provide the complete address and yard access information to the Fire Department.
- If trapped, tap on a pipe or wall so that the rescuers can hear and locate you.
- Assist others, especially the ones that require special assistance exiting the building and moving to the designated evacuation area.

Pandemic Influenza Introduction

A pandemic is a worldwide outbreak of a communicable disease that affects a large proportion of the population. Concerns exist that a pandemic involving an influenza virus will occur.

Pandemic Influenza occurs when a new influenza virus, with the ability to spread easily from human to human, circulates worldwide. Because most people will have no immunity to the pandemic, infection, illness rates, and number of deaths are expected to be higher than during seasonal epidemics of normal influenza.

Pandemic Influenza is a potential biological hazard that needs to be considered during hazard assessment and emergency planning. When pandemic influenza is identified by the World Health Organization (WHO) and the Alberta Pandemic Influenza Plan (APIP) is activated, the worksite hazard assessment needs to be repeated to:

- Assess the increased risk of exposure to the pandemic influenza virus in job tasks and put appropriate controls in place.

- Assess workplace hazards due to absenteeism, resulting from illness or caring for ill family members, to establish controls addressing any new hazards or operational changes.

Responsibilities

The Alberta Occupational Health and Safety Act, Regulation, and Code combine to set out the legal requirements that employers and workers must meet to protect the health and safety of yourselves and others. These are minimum requirements.

Employers must ensure, as far as reasonably practical, the health and safety of all workers at their works site. Workers must take reasonable care and co-operate with the employer to ensure the health and safety of themselves and others.”

Other Responsibilities

- Establish policies and procedures dealing with storing, handling, using, and disposing of biohazardous materials.
- Ensure the workers are informed of the health hazards associated with exposure to the biohazardous material.
- Ensure that work exposure to biohazardous materials is kept as low as reasonably practicable/achievable.
- Establish policies and procedures for post-exposure management of workers exposed to biohazardous material.