



## ALBERTA CONVENTIONAL HEAVY OIL

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# EMERGENCY RESPONSE PLAN

## 24-Hour Emergency Number

# 1-877-458-8080

### Regulatory 24-Hour Emergency Numbers

Alberta Energy Regulator/Alberta Environment and Parks Energy & Environmental Response Line	1-800-222-6514 780-422-4505 (outside of AB)
BC OGC Incident Reporting	1-800-663-3456
Canada Energy Regulator	1-403-299-2773
Transportation Safety Board	1-819-997-7887
Saskatchewan Ministry of Energy and Resources	1-844-764-3637
Saskatchewan Ministry of Environment	1-800-667-7525
Manitoba Sustainable Development	1-204-944-4888
Manitoba Emergency Measures Organization	1-204-945-5555

**Cenovus Energy Inc.**  
225 6 Ave SW, P.O. Box 766  
Calgary, Alberta T2P 0M5  
Bus: 403-766-2000  
Fax: 403-766-7600

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## REVISION HISTORY

This Emergency Response Plan is effective April 13, 2023.

Date of Update Inserted Into  
ERP:

Signature:

Plan Holder Name:

Date of Revision	Reason for Revision	Section	Affected Pages
April 13, 2023	<p>Annual update of the ERP. Apply any regulatory changes throughout the core, as well as client specific changes to standards and processes.</p> <p>Annual area-specific update: verify all government/ support/ emergency services agencies, updated all area users and transients, map updates</p>	Foreword	Title Page, Pg. 0-1, 0-3, 0-11, 0-14
		Section 1	Pg. 1-11 to 1-12
		Section 4	Pg. 4-11 to 4-14, 4-17 to 4-24, 4-27, 4-35 to 4-37
		Section 5	Pg. 5-3 to 5-10, 5-13, 5-14, 5-17 to 5-22, 5-25 to 5-28
		Section 6	Pg. 6-65 (Form A8)
		Section 7	TOC, Pg. 7-10, 7-43
		Section 8: Area Specific	Various throughout the site sections
April 30, 2022	Annual area-specific update: verify all government/ support/ emergency services agencies, map updates, convert the entire back-end area specific section to the new Cenovus template	Section 8: Area Specific	All

April 15, 2022	Annual update of the ERP. Apply any regulatory changes throughout, as well as client specific changes to standards and processes.	Foreword	Title Page, Pg. 0-1, 0-3, 0-5, 0-15, 0-16
		Section 1	Pg. 1-19, 1-37, 1-41, 1-52, 1-53
		Section 2	Pg. 2-3, 2-6, 2-7, 2-9, 2-11, 2-13, 2-15, 2-17, 2-29, 2-44
		Section 3	Pg. 3-3
		Section 4	Pg. 4-14, 4-17, 4-27, 4-39, 4-51
		Section 5	Pg. 5-3
		Section 6	Pg. 6-1, 6-3, 6-13, 6-15
		Section 7	Pg. 7-10, 7-11, 7-13, 7-14, 7-23, 7-27, 7-28
April 15, 2021	New ERP manual – based on amalgamation of Cenovus Energy (CVE) / Husky Energy (HSE) merger.  Annual area-specific update for all sections: verify all government/ support/ emergency services agencies, map updates, revised EPZ calculations, updated resident information for Wildmere.	All Core Sections (Foreword, Sections 1 to 7)	All
		All Site Sections	All

# ALBERTA CONVENTIONAL HEAVY OIL ERP DISTRIBUTION LIST

Manual #	Type	Res Info	Title/Agency	Name
77182				
77183				

2 Hard Copy Corporate Manuals

77184				
77185				
77186				
77187				
77188				
77189				
77190				
77191				
77192				
77193				
77194				
77195				

12 Hard Copy Field Manuals

N/A				
77196				
77197				
77198				
77199				
77200				
77201				
77202				
77203				

5 Hard Copy External Manuals

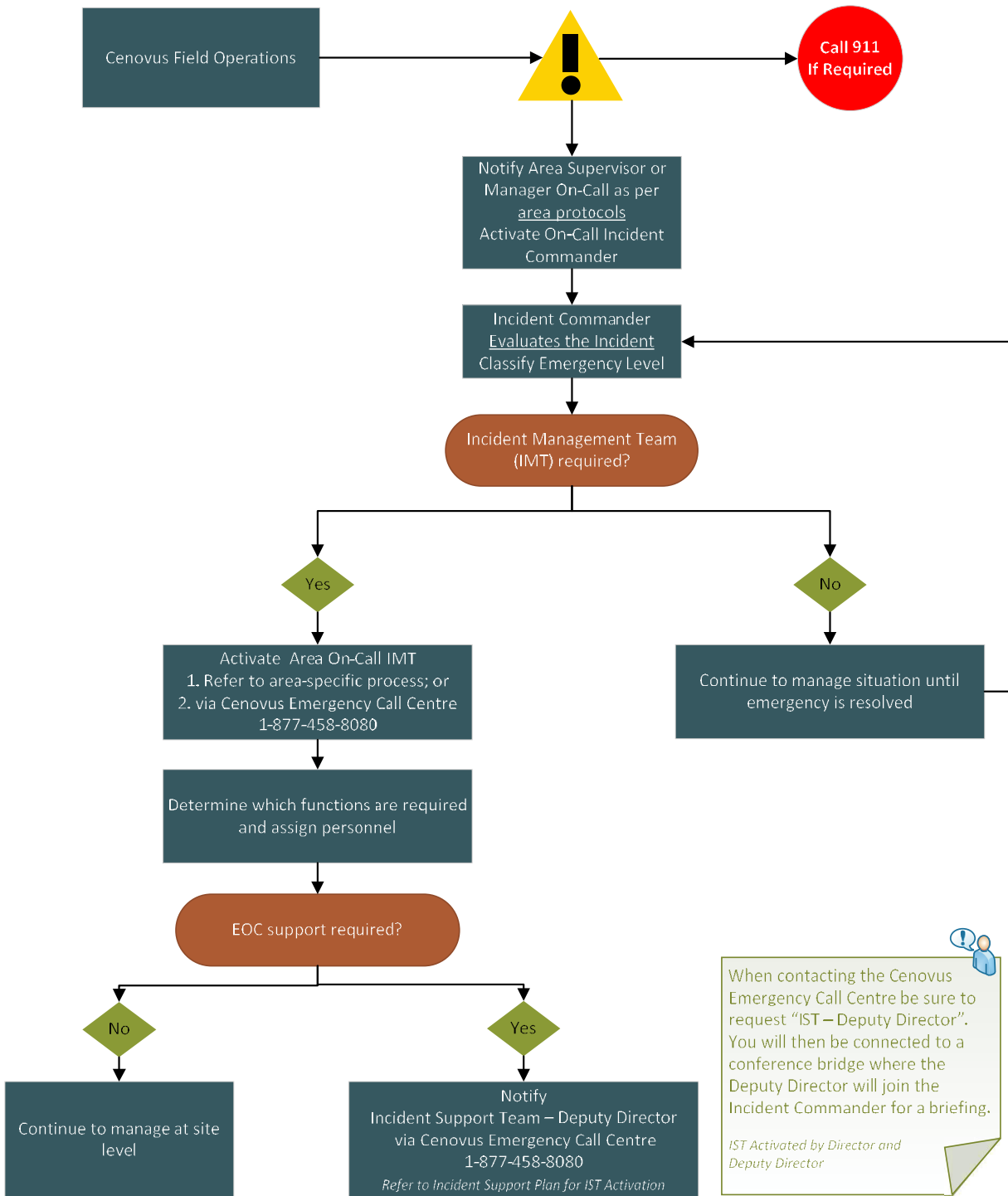
3 Digital External Manuals

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**INTERNAL NOTIFICATION FLOWCHART**

**Western Canada Operations  
Activation Flowchart**

Version 1.0 – April 15, 2021



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CHAUVIN (SHUT-IN)	
EDGERTON (SHUT-IN)	
WAINWRIGHT	
WILDMERE	
ALBERTA GAS NORTH	
ALBERTA GAS SOUTH	

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# AREA OVERVIEW

## AREA OVERVIEW SUMMARY

This area overview section typically contains general operations information, telephone directory, ICP locations, and an area overview map, etc. It is intended to support the 1-pager site specific (white tabs) which contains all contacts and pertinent information to help carry out an initial response to an emergency.

## FACILITY SUMMARY

This Alberta Conventional Heavy Oil Emergency Response Plan contains 9 site sections:

Area Contact	Site Section	Facility	Location	License #
Superintendent -	Blackfoot / Devonia Lake / Kitscoty			
	Marwayne / Morgan			
	Northwest Oil / Vermilion / Wildmere West			
	Chauvin			
	Edgerton / Ribstone			
	Alberta Gas North			

Superintendent - [REDACTED]	Alberta Gas South	[REDACTED]
Superintendent - [REDACTED]	Wainwright	
	Wildmere	

## EMERGENCY RESPONSE EQUIPMENT

### SAFETY EQUIPMENT

All safety equipment is documented and regularly inspected so that equipment is readily available with minimum chance of failure. On-site safety equipment is as follows:

Field Operator's carry the following equipment	
30 lbs fire extinguisher	Safety glasses
First aid kit	Safety boots
Cellular phone	Safety gloves
Two-way radio	Personal 4-way monitor (H <sub>2</sub> S, LEL, SO <sub>2</sub> , CO)
Flame-resistant clothing	Emergency Response Plan
Hard hat	Blackline work alone device
Roadblock Kits	

If any of the above-mentioned safety equipment is insufficient, Cenovus personnel will contact a local safety company who will be asked to provide additional equipment.

### ROADBLOCK KITS

Roadblock kits are carried by some field operators and contain the following equipment:

Equipment	
Some Field Operator's carry the following roadblock equipment	
1x High visibility vest	1x Radio (where applicable)
1x Stop sign with reflective tape	1x Flashlight, extra batteries
1x Air monitoring device (H <sub>2</sub> S, CO, O <sub>2</sub> & LEL)	1x Reflector
1x Copy of roadblock roles and responsibilities	1x Yellow flashing light
1x Copy of the map(s)	1x Caution tape
3x Copies of roadblock forms	1x Decal for kit
2x Pens and/or pencils	

If any of the above-mentioned roadblock equipment is insufficient, Cenovus personnel will contact a local safety company who will be asked to provide additional equipment.

### IGNITION KITS

Ignition equipment will be sourced from Safety Companies. Refer to the applicable site section information (11x17 one-pager) for a listing of Safety Companies.

RESPONSE FACILITY LOCATIONS

FIELD INCIDENT COMMAND POST (ICP)

Location	Contacts
[Redacted Content]	

CORPORATE EMERGENCY OPERATIONS CENTRE

Location	Contacts
[Redacted Content]	

## GOVERNMENT ROLES

### 2022 GOVERNMENT CONSULTATION SUMMARY

Type of Agency	Agency Name	Provided Specific Roles	Agreed to Generic Roles	Unable to Contact	Willing to consider a single REOC	Evacuation outside of the EPZ	Location of EOC	Suggested Reception Centres	Notes
AHS	AHS – Z3 Central David Brown	X			Yes, where possible	N/A		N/A	
Local Authority	County of Vermillion River Kirk Hughes	X			Yes, where possible	Require assistance from the licensee with coordinating evacuation outside of the EPZ		N/A	

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# Oil and Gas Industry Emergency Preparedness and Response

Alberta Health Services (AHS) - Environmental Public Health (EPH) roles and responsibilities in public health emergency preparedness and response to the oil and gas industry are outlined below. The provision of services during an emergency depends upon our assessment of legislative responsibilities, impact to services, and business continuity.

*EPH will endeavor to:*

- Participate with the Licensee in the development of their Emergency Response Plans as it relates to the Environmental Public Health Program's role and responsibility.
- Provide the AHS Zone Single-Point-of-Contact (SPOC) emergency phone number to enable the Licensee to notify and alert the Zone of an emergency. From the initial notification or alert, AHS emergency response will fan out to and coordinate with other AHS programs and facilities as necessary. The 911 EMS services remain independent of the Zone SPOC notification/alert process.
- Participate with stakeholders in preparedness training and exercises associated with a Licensee's simulated activation of an Emergency Response Plan in which EPH has a role and responsibility.
- Participate in public information sessions during the Licensee's Emergency Response Plan development process when appropriate and as resources allow.
- Provide guidance to stakeholders and local municipal authorities in identifying sites suitable for establishing and operating an evacuation centre and/or reception centre, including operational requirements.
- Provide guidance to stakeholders on substances that may affect public health in consultation with the Zone Medical Officer of Health (MOH), including Alberta Health Acute Exposure Health Effects for Hydrogen Sulphide and Sulphur Dioxide information.
- Conduct assessments, inspections and give regulatory direction, when appropriate, to ensure the requirements of provincial legislation and EPH program areas of responsibilities for public health protection and disease prevention are maintained.
- Notify the Zone Medical Officer of Health of any incident affecting or potentially affecting other AHS programs or facilities. The Zone MOH will notify and coordinate emergency response in other program areas and facilities as necessary.
- Establish EPH emergency management operations, when appropriate, to support regional response efforts and liaise with the Government Emergency Operations Centre, Municipal Emergency Operations Centre and/or Industry Emergency Operations Centre, if needed.
- Assist the Zone Medical Officer of Health, local municipal authority, and Public Information/Communication officers in the development, issuance, and rescinding of public health, public evacuation and shelter-in-place advisories.

- Provide guidance to stakeholders on matters relating to evacuation of the public and/or public facilities, and the re-occupancy of those evacuated areas or facilities.
- Record and respond to health complaints or concerns from the public during and following an incident.
- Participate in stakeholder debriefings as necessary.

## **24 Hour Emergency Notification**

**Phone: 1-844-755-1788**

**Email: [edp@ahs.ca](mailto:edp@ahs.ca)**

Use the phone number and email for all notifications across Alberta.

**For more information, please contact your nearest Environmental Public Health office.**

Edmonton Main Office	780-735-1800	<a href="mailto:Edmontonzone.environmentalhealth@ahs.ca">Edmontonzone.environmentalhealth@ahs.ca</a>
Calgary Main Office	403-943-2295	<a href="mailto:Calgaryzone.environmentalhealth@ahs.ca">Calgaryzone.environmentalhealth@ahs.ca</a>
Lethbridge Main Office	403-388-6689	<a href="mailto:Southzone.environmentalhealth@ahs.ca">Southzone.environmentalhealth@ahs.ca</a>
Grande Prairie Main Office	780-513-7517	<a href="mailto:Northzone.environmentalhealth@ahs.ca">Northzone.environmentalhealth@ahs.ca</a>
Red Deer Main Office	403-356-6366	<a href="mailto:Centralzone.environmentalhealth@ahs.ca">Centralzone.environmentalhealth@ahs.ca</a>

[www.ahs.ca/eph](http://www.ahs.ca/eph)

## LOCAL AUTHORITY – COUNTY OF VERMILION RIVER

(County / MD / ID / SA / City / Town / Village / Band Council / Metis Settlement Council / National Park Superintendent\*)

\* As agreed upon ahead of time with the Government of Canada

Resources would be provided in support of an upstream emergency on an “as available” basis and in accordance with Local Authority Policy.

### Before the Event

- Work with the upstream operator to effectively prepare for an upstream petroleum industry incident. Provide input to the industrial operator’s site-specific plan to ensure it is compatible with the Municipal Emergency Plan (MEP) where feasible.
- Participate in industrial operators’ preparatory training and exercises where possible.
- Train personnel to carry out functions as assigned by MEP or procedures.
- Maintain 24 hour emergency contact numbers.

### Upon the Notification of and during an Event

- Respond to and assess the emergency incident on “as available basis”.
- Establish contact with the industrial operator in order to:
  - Obtain additional hazard information.
  - Determine where roadblocks should be or are established.
  - Determine the direction of approach to the incident.
  - Determine if there are any injuries.
  - Find out what response and public protection actions have been taken by the upstream operation.
  - The location of the On-site Command Post (OSCP) and any Emergency Operations Centres (EOCs).
- Activate the MEP, when required.
- Manage the Local Authority’s emergency response.
- Activate the emergency public warning system to alert people to life threatening hazards, if required.
- Ensure the Municipal EOC (MEOC) is activated, as required.
- Initiate public protection measures, as necessary.
- May dispatch a representative to the Government EOC (GEOC), when it is established, to coordinate the response, if requested.
- If necessary, declare a local State of Emergency.
- The county will coordinate evacuation of the public and reception centre establishment and maintenance with the industrial operator.
- Work with all other responders to establish a single Regional EOC (REOC).
- Establish a public information service, including the use of the news media to inform and instruct the public of the emergency and of any protective actions to be taken.
- Coordinate news releases with the licensee, if required.
- Inform AEMA and the public when the emergency is over.

### After the Event

- Complete a “lessons learned” process based on the scope of involvement and provide any feedback to the industrial operator.

- Participate in multi-agency debriefings.

### **Emergency Services (as managed / operated by the Local Authority)**

Emergency Services will also, as a general rule, provide resources in support of a petroleum incident, on an “as available” basis.

#### **Before the Event**

- Maintain readiness status for emergency notification.
- Participate in industrial operators’ exercises where possible.
- Maintain 24 hour emergency contact numbers.

#### **During the Event**

- Respond to and assess emergency incident to the scope of their abilities.
- Establish a unified OSCP / ICP (On-site Command Post / Incident Command Post).
- Communicate to MEOC and provide site reps as required.
- Assist with fire protection where trained personnel are available.
- Provide emergency medical assistance to the scope of our abilities.
- Coordinate news releases with the licensee, if required.

#### **After the Event**

- Complete a “lessons learned” process based on the scope of involvement and provide any feedback to the industrial operator.
- Participate in multi-agency debriefings.

# TELEPHONE DIRECTORY

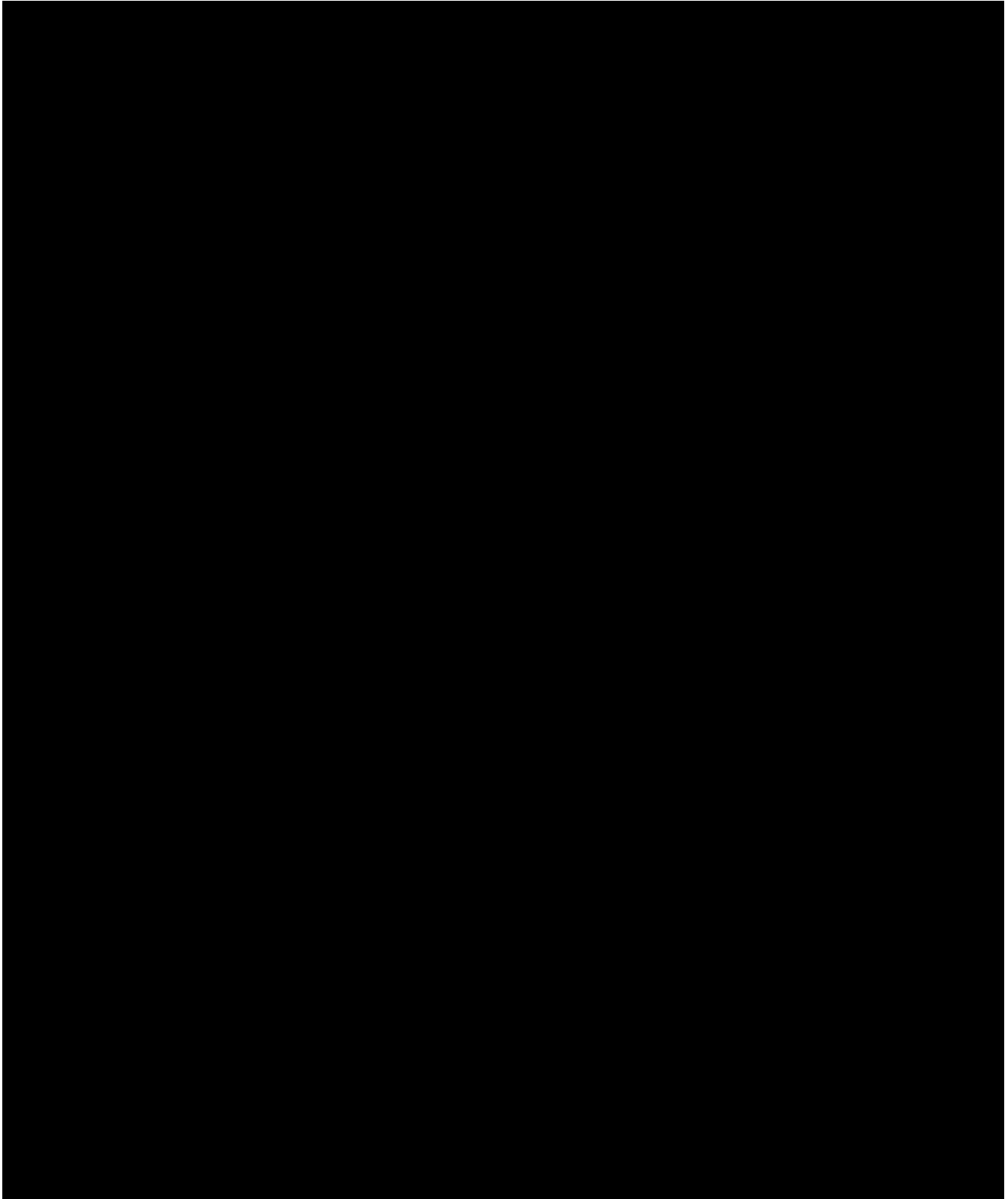
## CORPORATE PERSONNEL

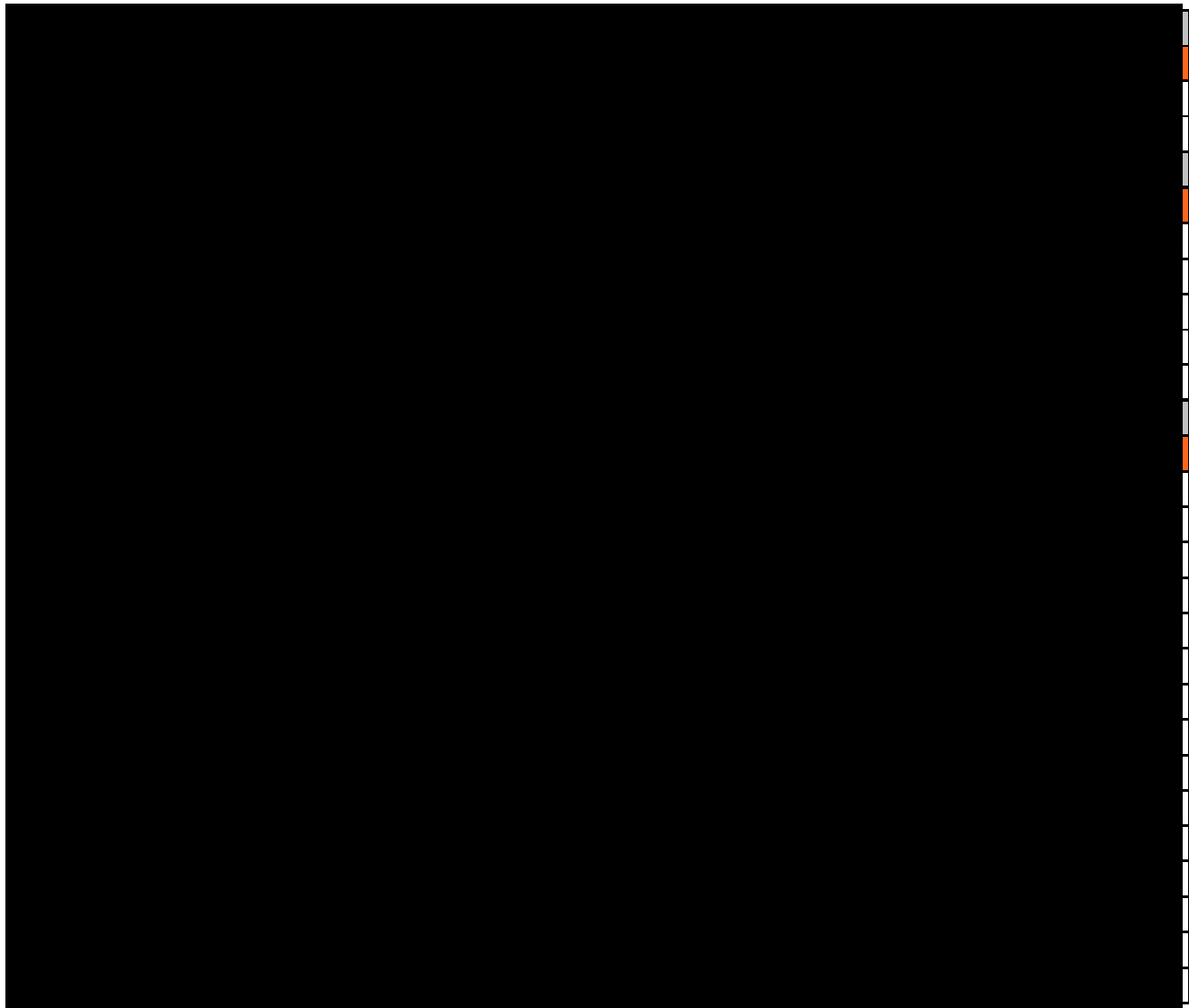
Name	Title	Telephone Numbers
	Senior Vice President, Canadian Thermal & Conventional Heavy Oil (CHO) Operations	
	Vice President, Lloyd Thermal & Conventional Heavy Oil (CHO) Operations	
	Senior Manager, Occupational Safety & Analytics	
	Sr. Advisor, Emergency Management	
	Sr. Occupational Hygienist / Corporate Radiation Safety Officer	
	Manager, Thermal & Cold H&S Deployed / Superintendent, Operations	
	Senior Manger, Operational Security	
	Manager, Surface Land Negotiations	

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FIELD PHONE LIST  
CENOVUS ALBERTA CONVENTIONAL HEAVY OIL

Last Updated: March 15, 2023







On-Call Manager 24 HOUR 1-306-820-8360  
CENOVUS 24 HOUR 1-877-458-8080

### FIELD AND CORPORATE CONTACTS

#### FIELD

#### CORPORATE

Note: For a detailed contact list, refer to the Response Team Phone List found behind the Section 8: Area Specific Information (blue) tab.

### OPERATIONS SUMMARY, continued

#### Closest Urban Centre

The Village of Marwayne is located approximately 12km southwest of the Marwayne 01-26 Oil Battery and has a population of +/- 543.

#### Hydrology

There are numerous streams and water bodies impacted by the EPZ, including Big Gully Lake, Cabin Lake, Pasatchaw Lake, Stretton Creek, and Vermilion River.

#### Highways and Rail

Highways 17, 893, and 897 run north/south through the gathering system.  
Highways 45 runs east/west through the gathering system.

#### Surface Developments

No resident information has been gathered for this section of the Emergency Response Plan, due to this site section not being required/regulated by the AER.

#### Site Access

Refer to the following pages for access maps and directions.

### OPERATIONS SUMMARY

Oil is produced at the well and then transferred via truck to the Marwayne 01-26-53-02 W4M facility. It is then run through a process where the water is disposed of on-site and the oil is pipelined to the Cenovus Lloydminster Pipeline Terminal.

#### Emergency Planning Zone (EPZ) Information

The maximum H<sub>2</sub>S concentration for the wells is 0.15% with a maximum EPZ of 80m. The maximum H<sub>2</sub>S concentration for the pipelines is 0% with a maximum EPZ of 50m.

#### On-Site Storage

There is no on-site storage that impacts an Environmental Emergencies (E2) regulatory requirement.

### SAFETY EQUIPMENT

#### Safety Equipment (On-Site, Operator, Truck, Roadblock/Ignition Kits)

Refer to the Area Overview section for a list of standard safety equipment.

#### Notification

The CVE facilities and all well sites are equipped with and monitored by Supervisory Control and Data Acquisition (SCDA) system. The facilities also contain fire & gas detection systems. For critical gas leaks, fire or ESD valve problems, the facilities are equipped with beacons; LEL are blue, H<sub>2</sub>S and fire are red and process alarms are yellow.

Facility and well sites are monitored 24 hrs, 7 days a week, by a control room. Facilities are checked on a daily basis by CVE facility operators. Well sites are checked on a risk based frequency by CVE field operators.

#### Communications

There are two forms of communication: Land Telephone and Cellular Telephone.

### AREA USERS & TRANSIENTS

(Note: all numbers are 24 hours, unless otherwise indicated)

#### Oil and Gas

#### Trappers

There are no trappers intersecting or within the emergency planning zone.

#### Guides & Outfitters - Wildlife Management Unit (WMU) #256

#### Grazing Areas

#### Other Stakeholders

There are no other industrial operators intersecting or within the emergency planning zone.

#### Forestry Management Agreements (FMA) / Units (FMU)

There are no FMAs / FMUs intersecting or within the emergency planning zone.

### GOVERNMENT AGENCIES

(Note: all numbers are 24 hours, unless otherwise indicated)

AER/AEP Energy & Environmental Response Line  
24-Hour Response Line (toll-free within Alberta)  
Calling from outside of Alberta

\* To report an energy or environmental emergency, incident or complaint  
Energy and Environmental Emergency 24-Hour Response Line.

County of Vermillion River

Alberta Health Services (AHS) - Z3 Central

Alberta Emergency Management (AEMA) - Northeast

**Alberta Boilers Safety Association (ABSA)**

Alberta Safety Services - Electrical Branch Admin:

AB Env. and Dangerous Goods Emergencies (EDGE)

**Alberta Transportation and Economic Corridors**

**Alberta Occupational Health and Safety (OHS)**

**Workers' Compensation Board (WCB)**

CANUTEC

From Cell:  
Information:

Emergency Response Assistance Canada (ERAC)

**Environment & Climate Change Canada (ECCC)**

For environmental emergencies (including E2 incidents),  
contact Alberta Energy Regulator/Alberta Environment & Parks

**Canadian Nuclear Safety Commission (CNSC)**

Duty Officer - Nuclear Incident Reporting

**Air Traffic Control**

NAV Canada\*

Transport Canada\*\*

\* If flight information or a NOTAM advisory is required, contact NAV Canada

\*\* if a NOTAM is required for airspace closure, contact the Transport Canada Aviation  
Operations Centre

### EMERGENCY SERVICES

(Note: all numbers are 24 hours, unless otherwise indicated)

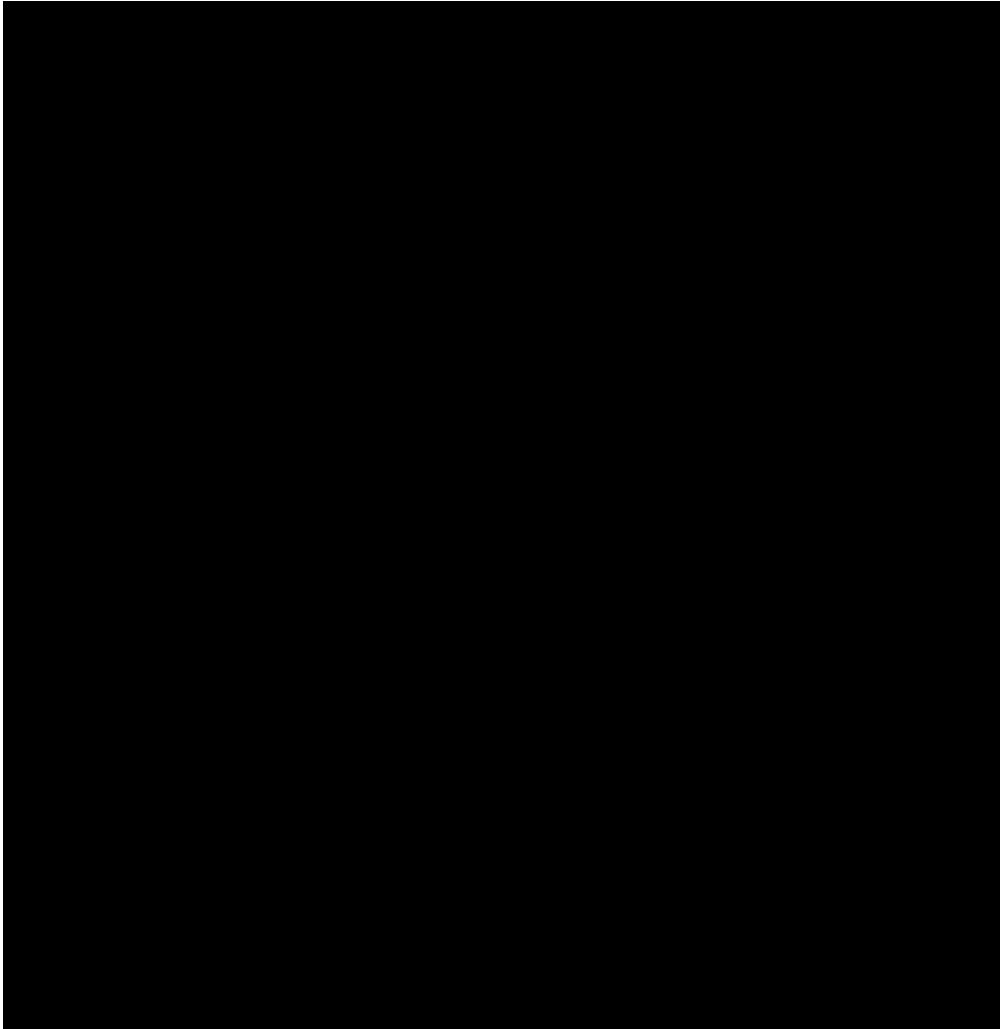
### SUPPORT SERVICES, continued

(Note: all numbers are 24 hours, unless otherwise indicated)

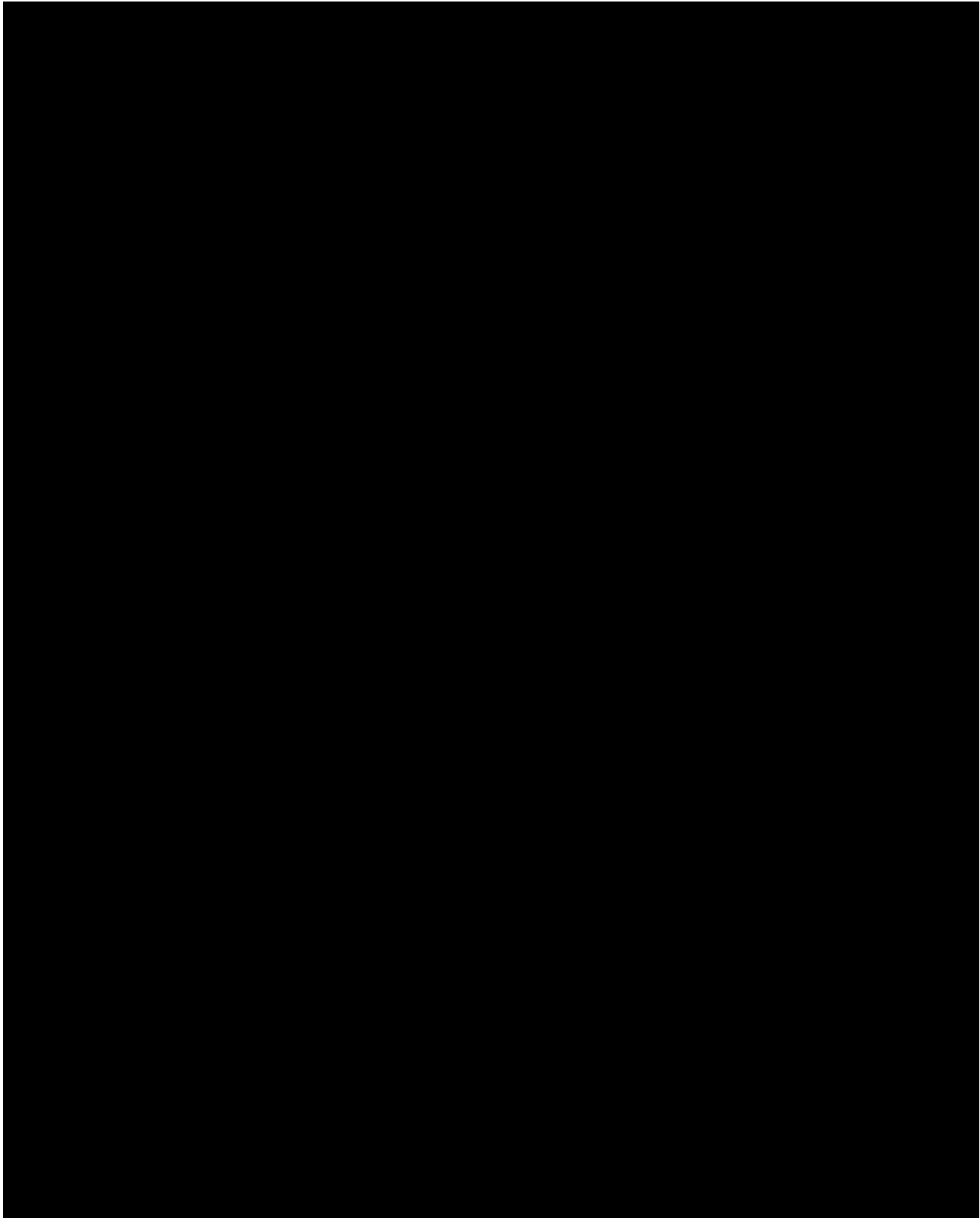
### SUPPORT SERVICES

(Note: all numbers are 24 hours, unless otherwise indicated)

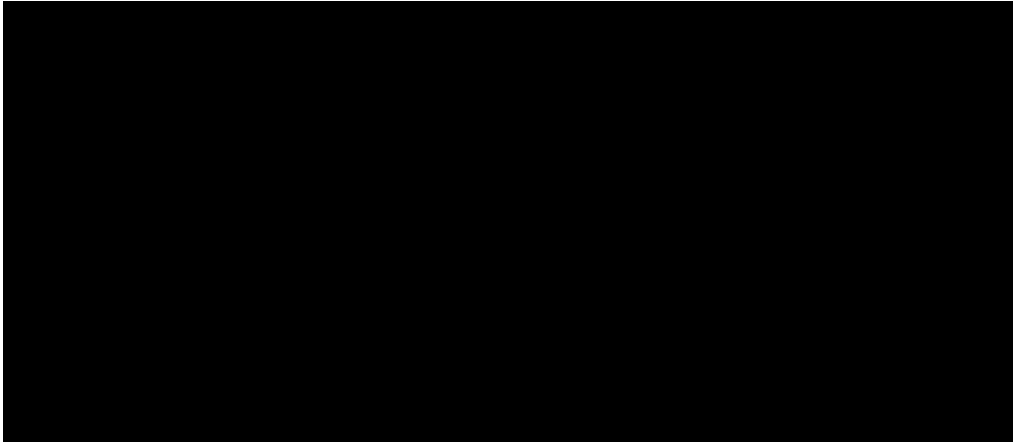
## SITE ACCESS DIRECTIONS



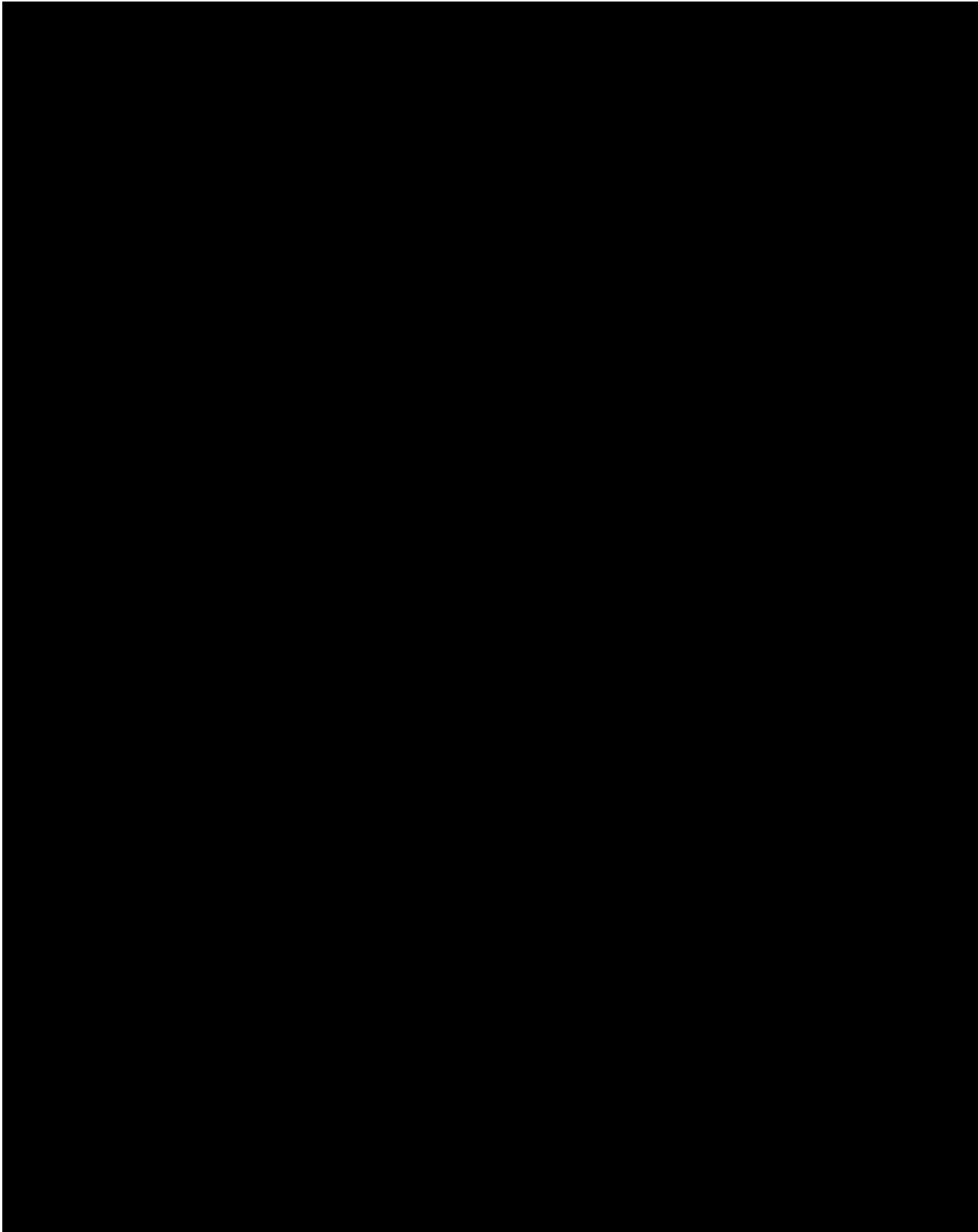
See the following page for the access map

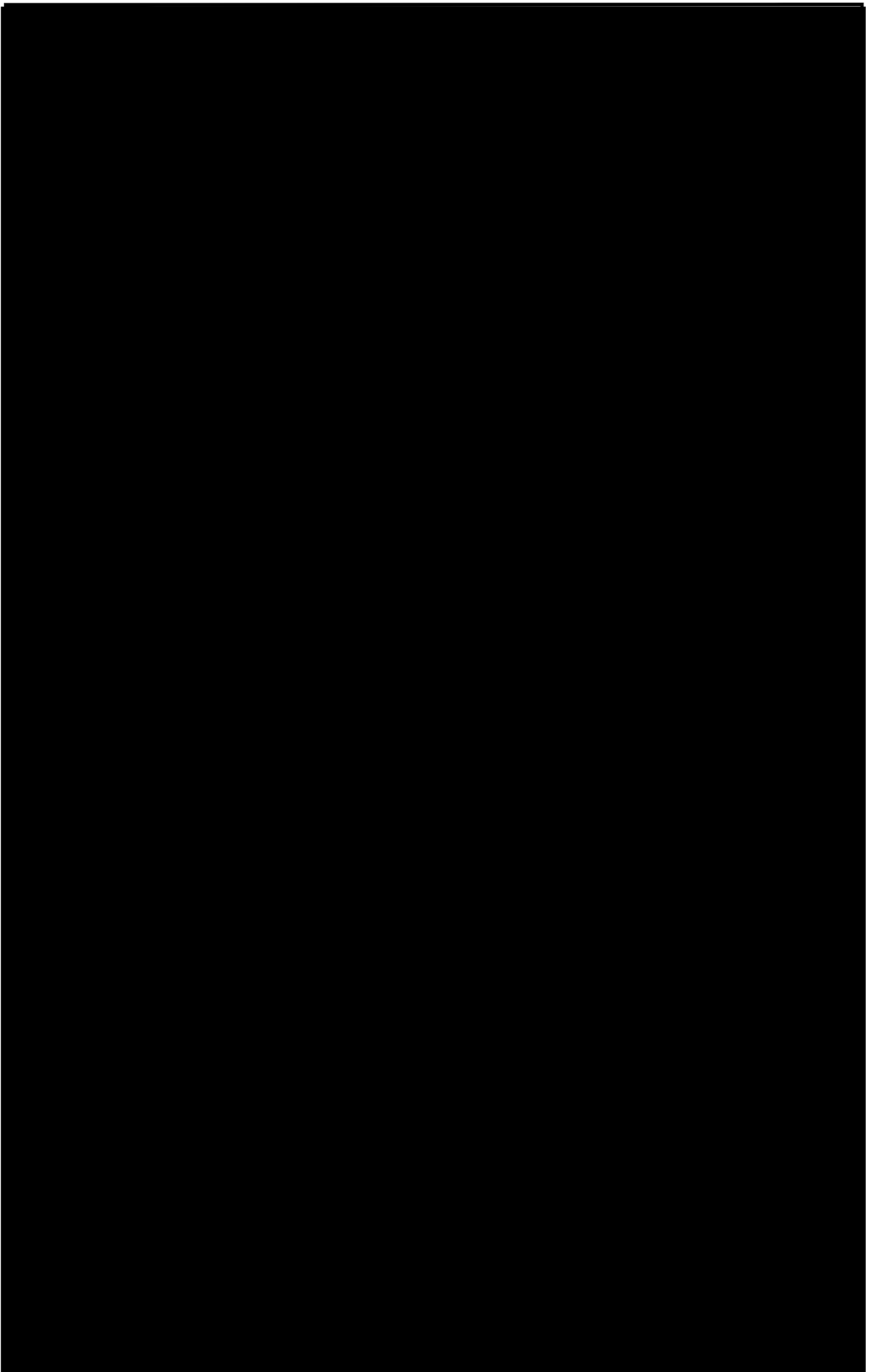


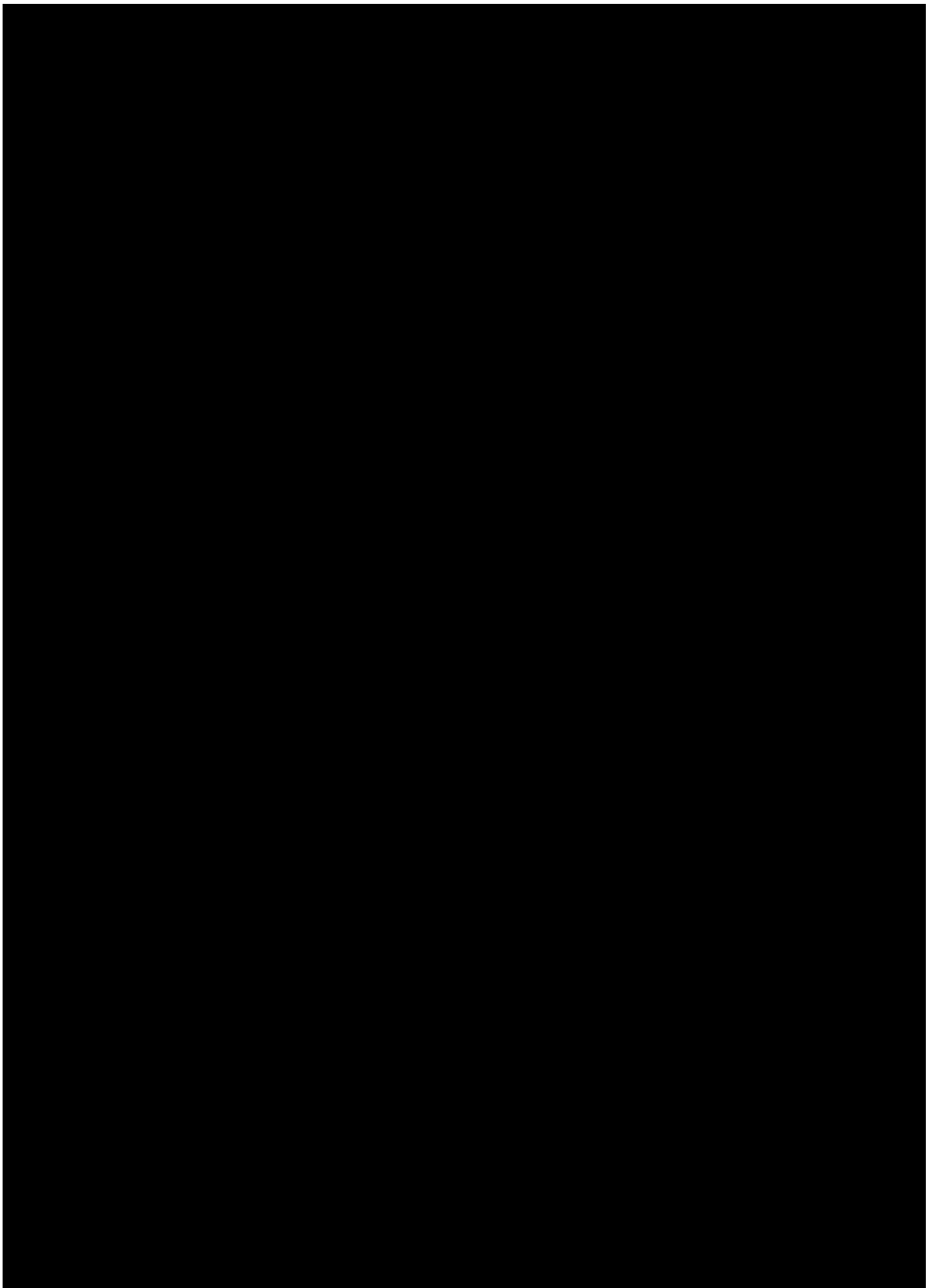
## SITE ACCESS DIRECTIONS



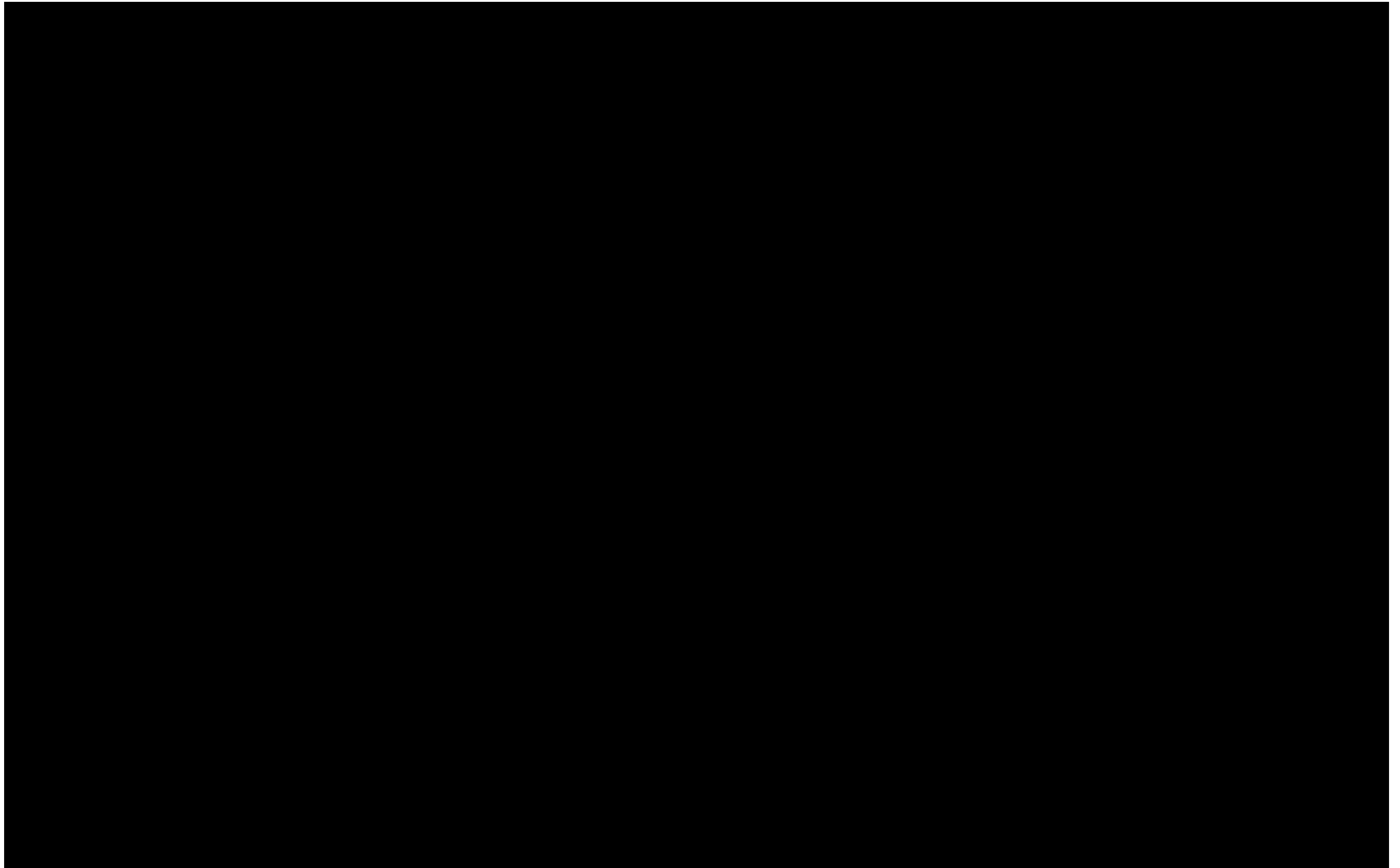
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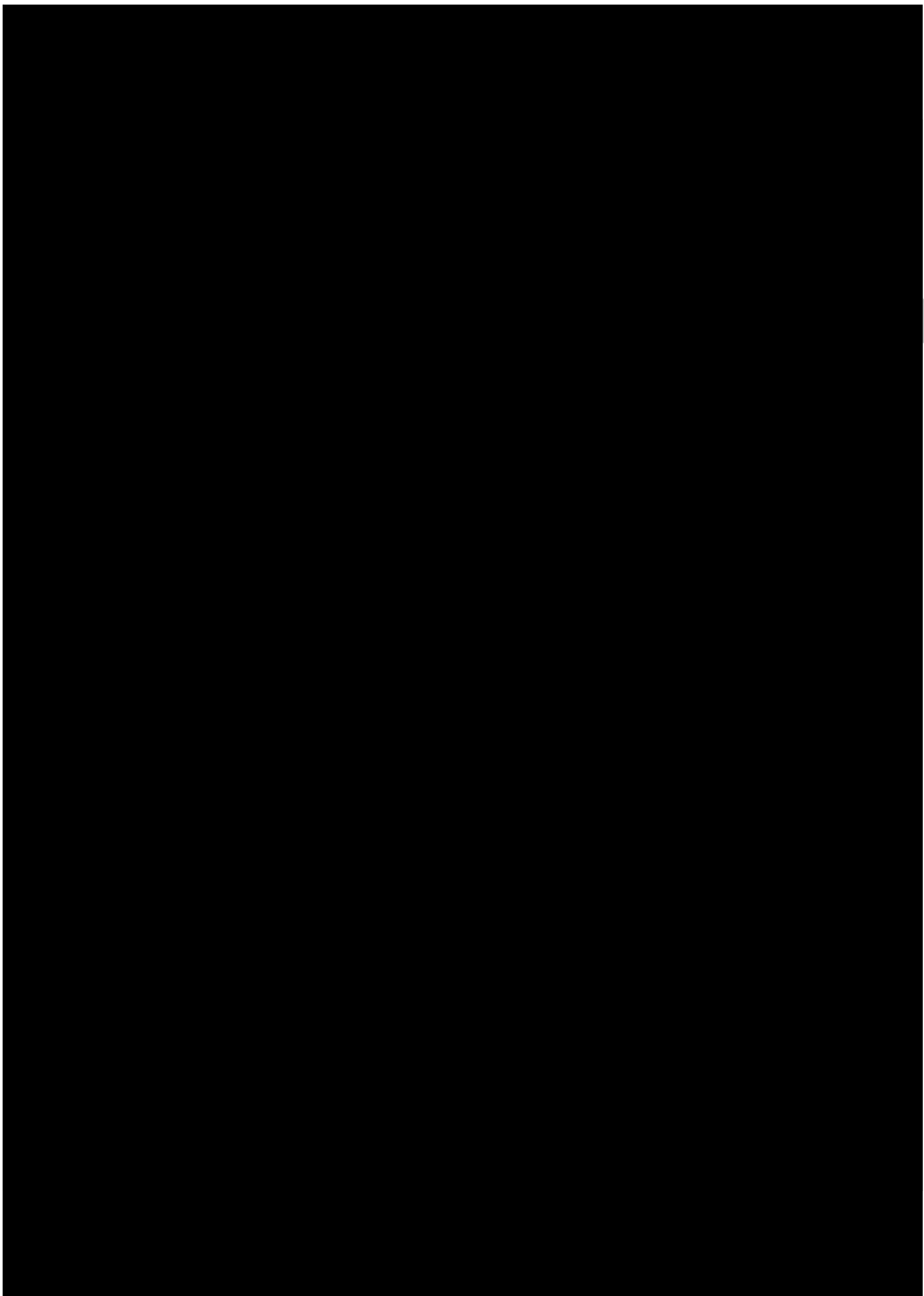


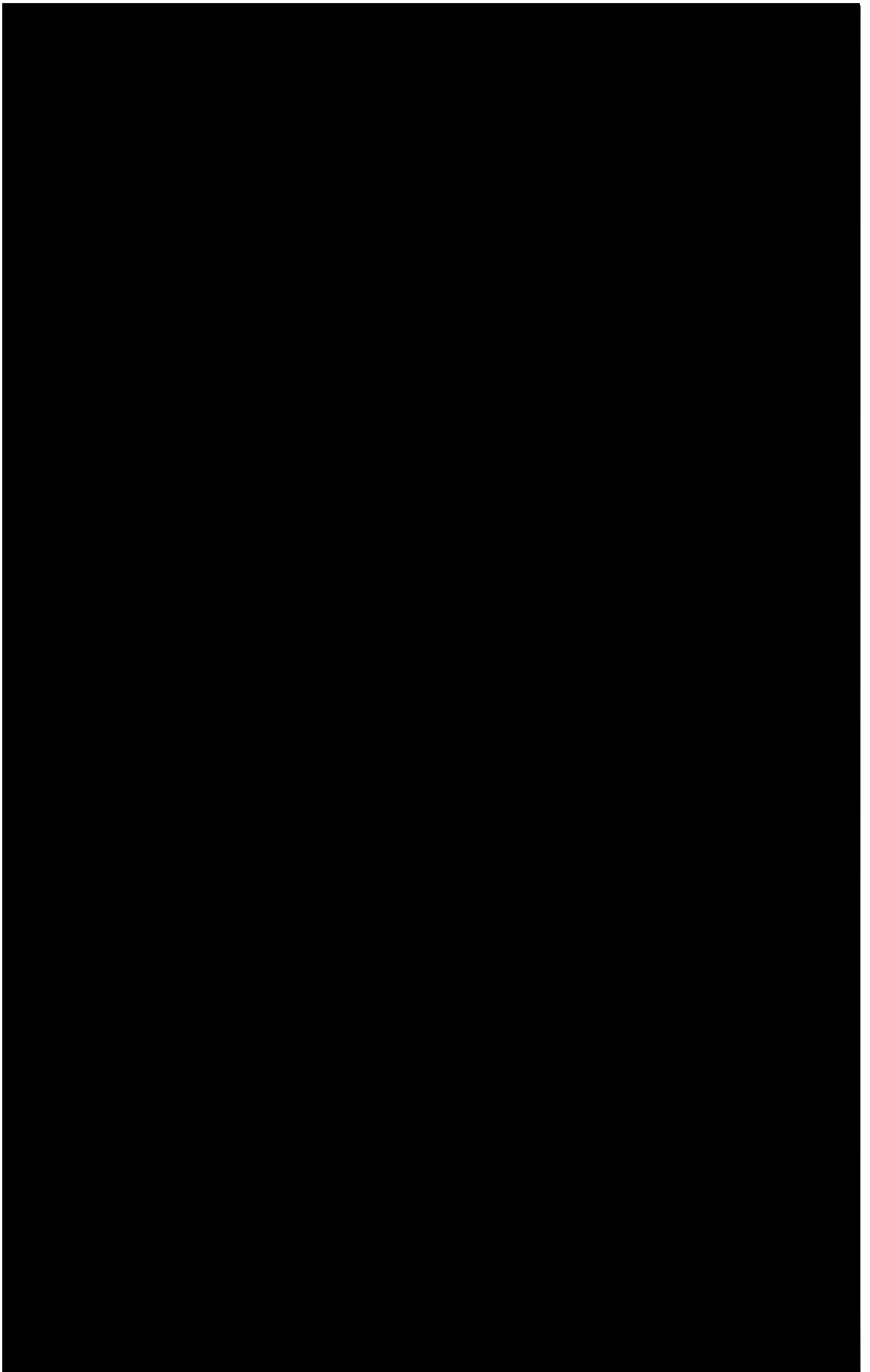


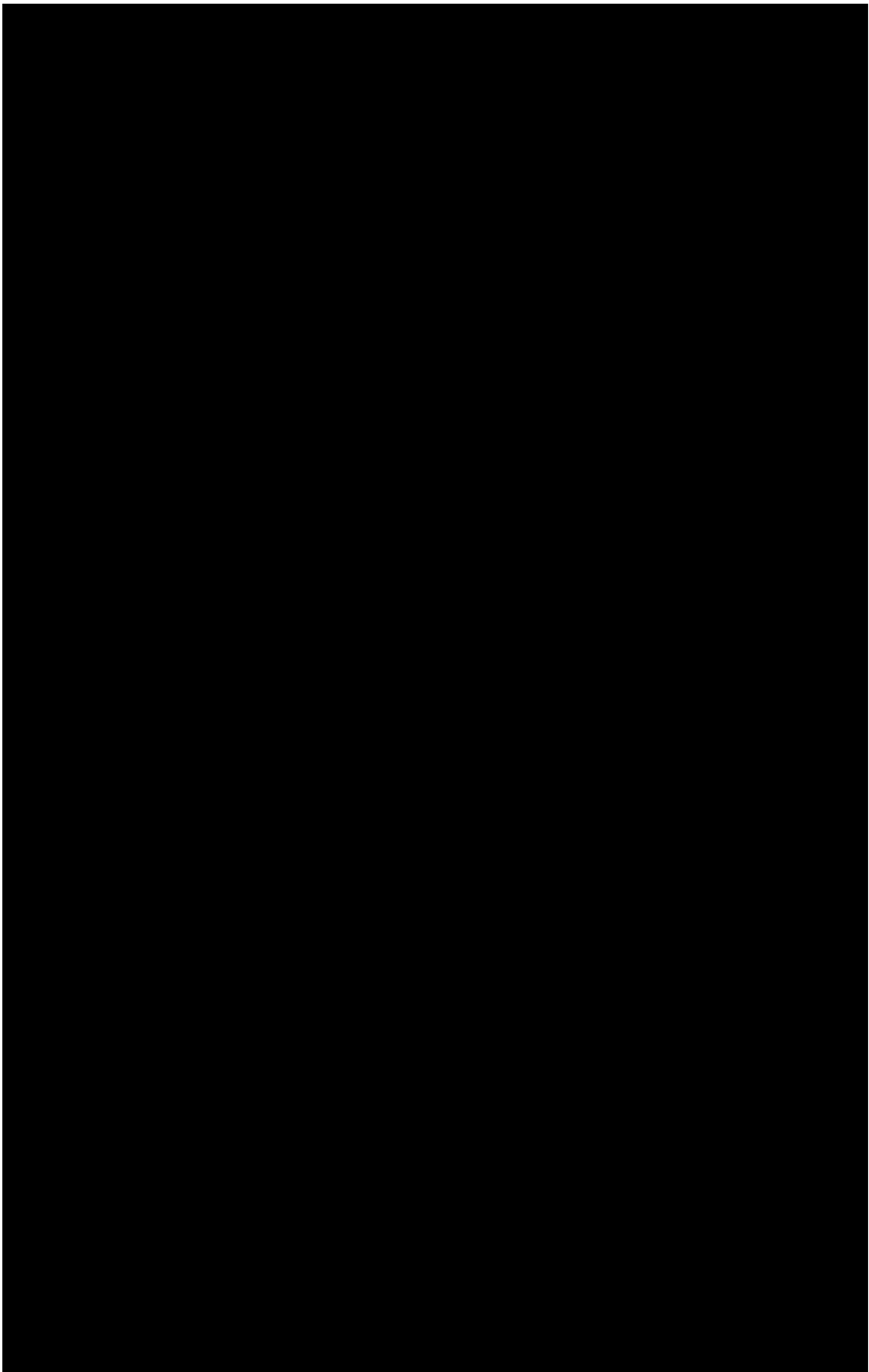


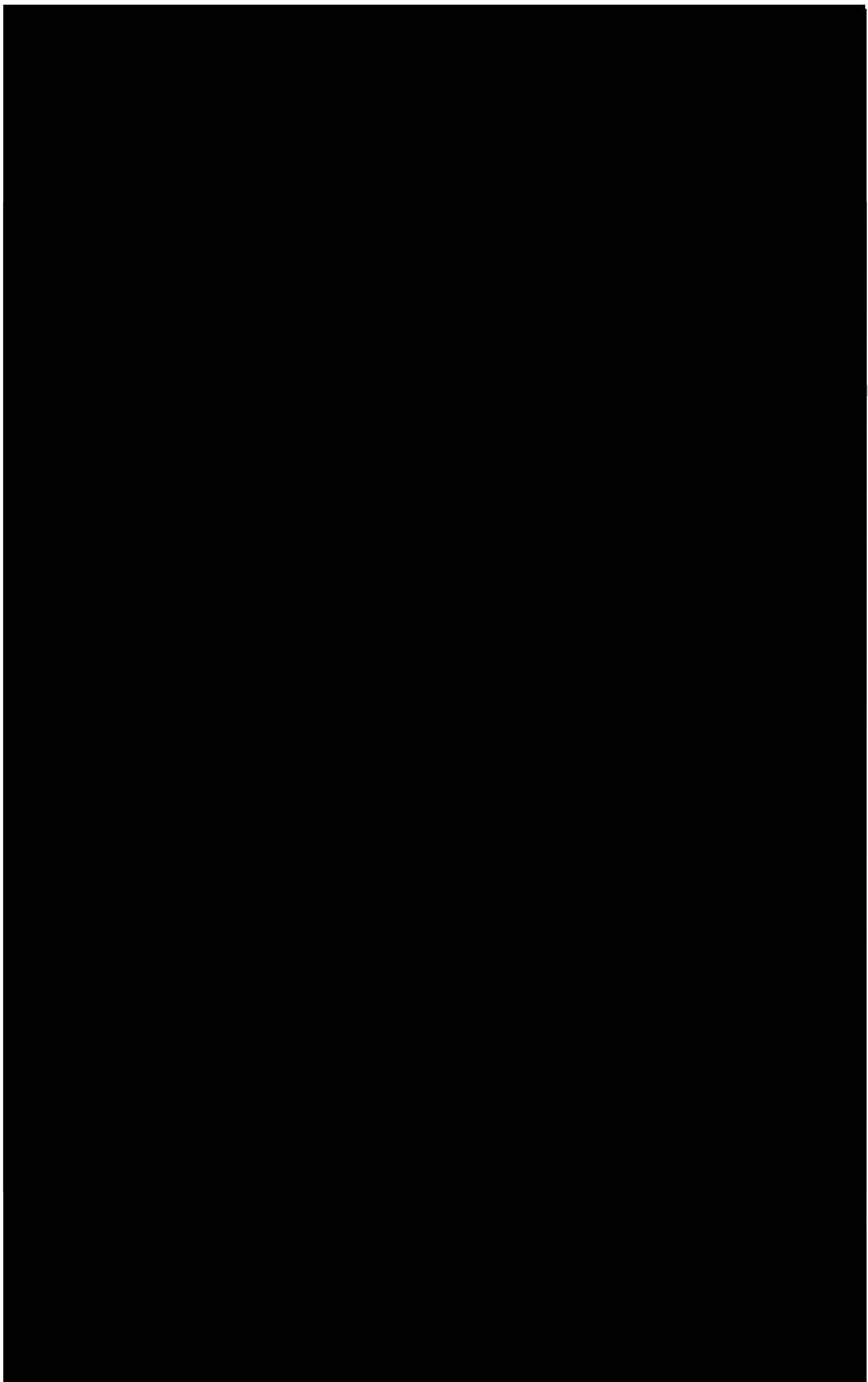


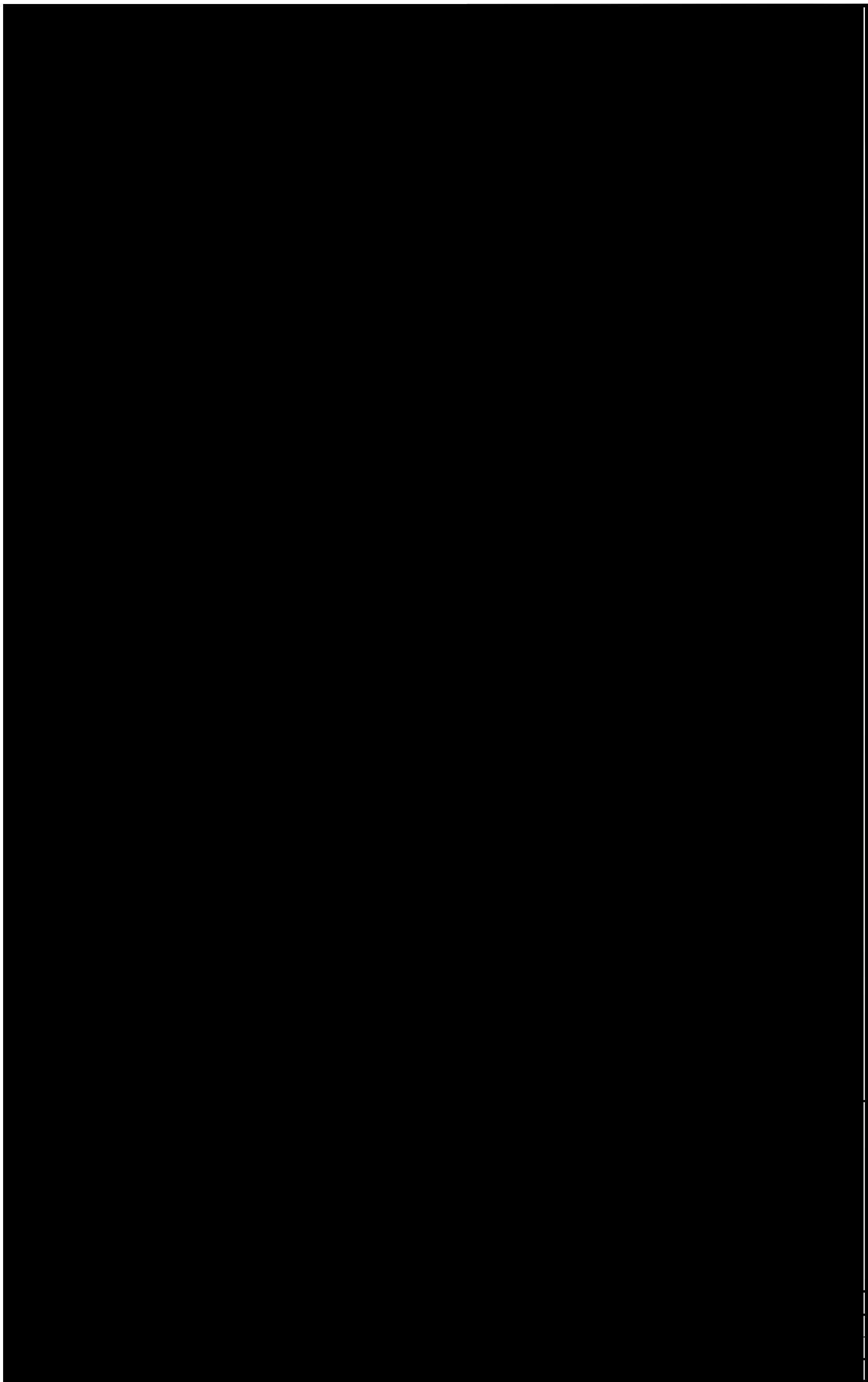


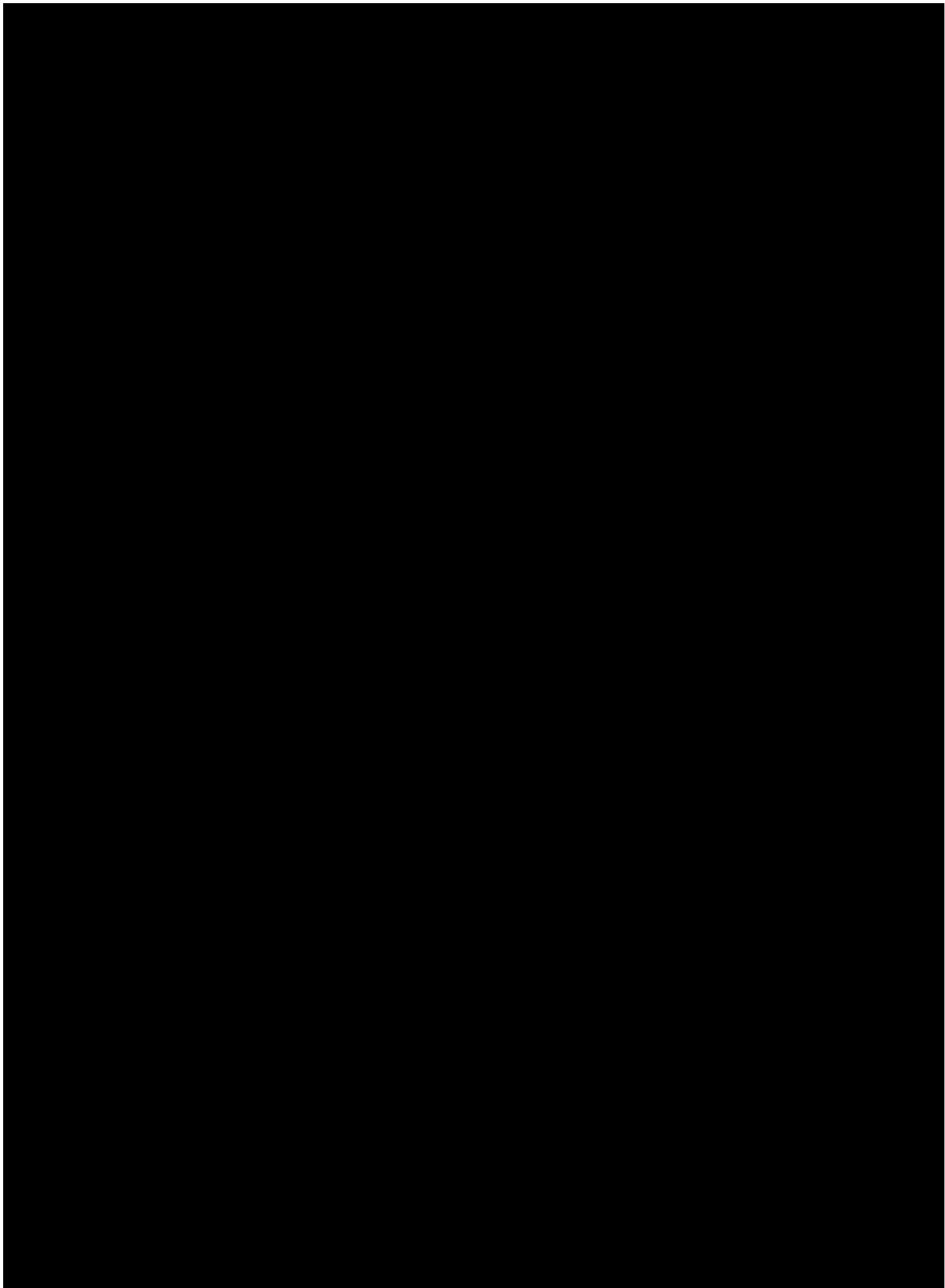


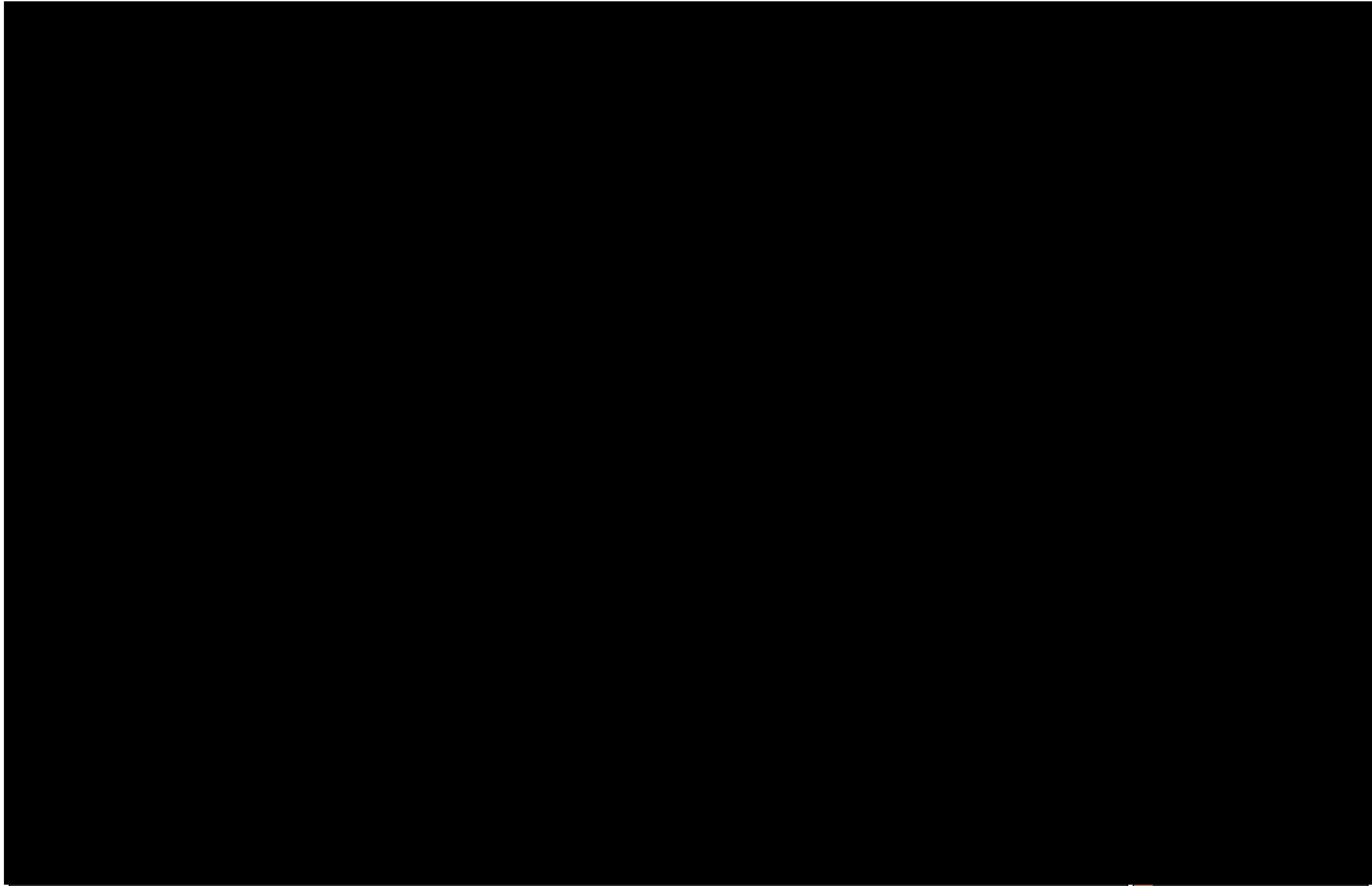
















# MARWAYNE CER PIPELINES

## EMERGENCY CONTACT INFORMATION

For Emergencies involving inter-provincial pipelines, Canadian Energy Regulator is the primary management agency – they will be contacted by the Transportation Safety Board.

\*\*A pipeline is CER-regulated due to the fact that it crosses a Provincial Border. \*\*

**THIS MUST BE YOUR FIRST CALL**

Transportation Safety Board of Canada (TSB) (For pipeline emergencies)	24 Hour Line	819-997-7887
Canada Energy Regulator (CER) (For all other emergencies related to a CER-regulated company's operations, facility or activity)	24 Hour Line	403-299-2773

Call the TSB 24 Hr Incident Line when an incident meets the Immediately Reportable Events (see page 2 for criteria) for all Canadian Energy Regulator (CER) regulated pipelines and facilities.

Both the phone notification and the input of information into the CER's Online Event Reporting System (OERS): <https://apps.cer-rec.gc.ca/ers/home/index> are required to occur as soon as possible and no later than three hours of the incident being discovered. For all other events (non-immediate) companies are only required to input the information via the OERS.

**SECONDARY CALLS**

Contact as needed AFTER contacting the TSB and CER.

Alberta Energy Regulator (AER)	24 Hour Line	800-222-6514
Saskatchewan Ministry of Energy and Resources (MER)	24 Hour Line	844-764-3637

Hazardous occurrences (under Part XVI of the Canada Oil and Gas Occupational Safety and Health Regulations) and incidents requiring medical evacuations are to be reported to the CER immediately.

## CER DEFINITION OF AN EMERGENCY

CAN /CSA Z246.2-14 defines an emergency as “an event or imminent event, outside of the scope of normal operations that requires prompt coordination of resources to protect people, the environment, and property”.

Emergencies can result from numerous causes including pipeline and equipment failure, human error and natural perils such as tornadoes, hurricanes, floods, or earthquakes and terrorism or other criminal activities. Multi-hazard emergencies such as an earthquake causing pipeline breaks, fires and explosions, which result in injury and further property damage, can also occur.

Companies must consider all probable emergencies and have applicable procedures in place to deal with potential effects and threats to people, property and the environment, as determined through a formal hazard assessment.

## CER DEFINITION OF AN INCIDENT

Section 52 of the Onshore Pipeline Regulations (OPR) requires companies to notify the Board of all incidents relating to the construction, operation, or abandonment of their pipelines. An “incident” is defined in section 1 of the OPR as an occurrence that results in:

- 1) The death of or serious injury to a person;
- 2) A significant adverse effect on the environment;
- 3) An unintended fire or explosion;
- 4) An unintended or uncontained release of low-vapour pressure (LVP) hydrocarbons in excess of 1.5 m<sup>3</sup>;
- 5) An unintended or uncontrolled release of gas or high-vapour pressure (HVP) hydrocarbons;
- 6) The operation of a pipeline beyond its design limits as determined under CSA Z662 or CSA Z276 or any operating limits imposed by the Board.

Companies are required to report a death or serious injury to a person only where the death or injury is a result of an occurrence that relates to the construction, operation, or abandonment of a “pipeline”. Whether a death or injury is related to the construction, operation, or abandonment of a pipeline will depend on whether the person who was killed or injured was working at the time of the incident and/or whether the work was a cause or contributing factor to the incident. It is important to note that, unlike the Canada Labour Code (CLC), the OPR does not differentiate between different types of “persons”. Therefore, companies must report all deaths or serious injuries to any person that occur relating to pipeline construction, operation, or abandonment regardless of whether or not that person was directly employed by the company.

The definition of “serious injury” in the OPR is not exhaustive and contains multiple injuries that qualify as serious, including “the fracture of a major bone”. The CER uses the following definition of “major bone”: skull, mandible, spine, scapula, pelvis, femur, humerus, fibula, tibia, radius, and ulna.

## IMMEDIATELY REPORTABLE EVENTS

Where regulations require an event to be reported “immediately”, companies must also consider whether the event meets any of the following definitions:

An Incident that Harms People or the Environment:

- A death;
- A serious injury (as defined in the OPR or TSB regulations);
- An unintended or uncontrolled LVP hydrocarbon release in excess of 1.5 m<sup>3</sup> that leaves company property or occurs on or off the right of way;
- An unintended or uncontrolled sweet natural gas or hvp release >30,000 m<sup>3</sup>;
- Any unintended or uncontrolled release of sour natural gas or hydrogen sulfide; and/or
- A significant adverse effect on the environment.

A Rupture:

- an instantaneous release that immediately impacts the operation of a pipeline segment such that the pressure of the segment cannot be maintained.

A Toxic Plume:

- a band of service fluid or other contaminant (e.g. hydrogen sulfide or smoke) resulting from an incident that causes people, including employees, to take protective measures (e.g. muster, shelter-in-place or evacuation).

Where an event meets any of the above definitions, companies are required to notify the TSB Reporting Hotline at (819) 997-7887. Subsequently, the company is required to input the details required by both the TSB (see TSB regulations) and the NCER into the OERS. The phone notification and the input of information into OERS are required to occur as soon as possible and no later than three hours of the incident being discovered. The goal of the initial phone notification is to allow the relevant agencies to mobilize a response to an incident, if required. Note that OERS will automatically determine whether the event meets the definition of an “Incident that Harms People or the Environment”, however the company will be responsible for specifically indicating whether the incident meets the definitions of “Rupture” and “Toxic Plume”.

For all other events that do not meet any of the definitions in this section, companies are not required to phone the TSB Reporting Hotline but must report the event as soon as possible and no later than twenty-four hours after the event was discovered.

## MULTIPLE INCIDENT TYPES

It is possible that a single occurrence may result in multiple incident types. If multiple incident types occur as a result of a single occurrence, companies are expected to report those incident types under a single incident report.

Examples of situations where this might be the case include but are not limited to:

- A pipeline rupture (occurrence) where there is a release of gas (incident type) and an explosion (incident type);
- An industrial accident (occurrence) that causes a death (incident type), a serious injury (incident type) and a fire (incident type);
- An operational malfunction (occurrence) that causes an overpressure (incident type) and a release of product (incident type); or
- An operational malfunction (occurrence) that causes several concurrent or immediately consecutive overpressures (incident types).

In cases where an incident has occurred, and a second incident occurs during the response to the initial incident (e.g. a fire occurs during the clean-up of a spill), the second incident is considered distinct and should be reported separately.

The events that are reportable using the online reporting system are:

- Incidents under the National Energy Board Onshore Pipeline Regulations (OPR), National Energy Board Processing Plant Regulations (PPR), and Canada Oil and Gas Drilling and Production Regulations (DPR)/Oil and Gas Drilling Regulations;
- Unauthorized activities under the CER Act and Pipeline Damage Prevention Regulations - Authorizations (DPR-A);
- Pipeline damage and consent suspensions under the Pipeline Damage Prevention Regulations - Obligations of Pipeline Companies (DPR-O);
- Emergency burning or flaring under the PPR;
- Hazard identification under the PPR;
- Suspension of operations under the PPR;
- Near-misses under the DPR;
- Serious accidents or incidents under the Canada Oil and Gas Geophysical Operations Regulations/Oil and Gas Geophysical Operations Regulations;
- Emergencies or accidents under the Canada Oil and Gas Installation Regulations/Oil and Gas Installation Regulations; and
- Accidents, illnesses, and incidents under the Canada Oil and Gas Diving Regulations/Oil and Gas Diving Regulations.

In the event that OERS is unavailable, companies are directed to report events to the TSB Reporting Hotline at 819-997-7887.

## REPORTING TIMELINES

Section 52 of the OPR requires companies to immediately notify the Board of any incident. Section 52 of the OPR also requires the submission of a Preliminary Incident Report (PIR) and a Detailed Incident Report (DIR) "as soon as is practicable". Generally, companies' initial notification of an incident will satisfy the PIR requirements. The information required for a DIR must be submitted within 12 weeks of reporting an incident. For complex incidents, companies may request an extension for submission of a DIR.

The CER and the TSB have adopted a single window reporting approach. However, in some areas, the TSB reporting requirements are somewhat different than the CER requirements. For additional details on the TSB reporting requirements, companies should refer to the TSB website (<http://www.bst-tsb.gc.ca/eng/incidents-occurrence/index.asp>).

Transportation Safety Board of Canada  
Place du centre, 4th Floor  
200 Promenade du Portage  
Hull, Quebec K1A 1K8  
Facsimile 819-953-7876

**SUPPORTING INFORMATION**

The table below indicates the location of CER supporting documentation in this emergency response plan.

SUPPORTING INFORMATION	FOUND IN
CER Distribution	Foreword Section: Distribution List
Company 24/7 Emergency Number	Area Specific Information: Binder Cover.
Area Map of CER Regulated Facilities	Area Specific Information: Last page of this section.
TSB Roles & Responsibilities	Section 5: External Agencies Federal Roles Chart.
CER Roles & Responsibilities	Section 5: External Agencies Federal Roles Chart.
Safety data sheets (SDS)	Area Specific Information
Health and Safety Plan	Please refer to the company's Health & Safety Plan located at the corporate head office.



**EMERGENCY RESPONSE PLAN**

**CER SECTION**

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