Appendix 16: A15 Pit – Emergency Response Plan

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LOCAL OPERATING AREAS

MUST CHECK ALL THEIR TELEPHONE NUMBERS

within their

EMERGENCY NOTIFICATION CHARTS,

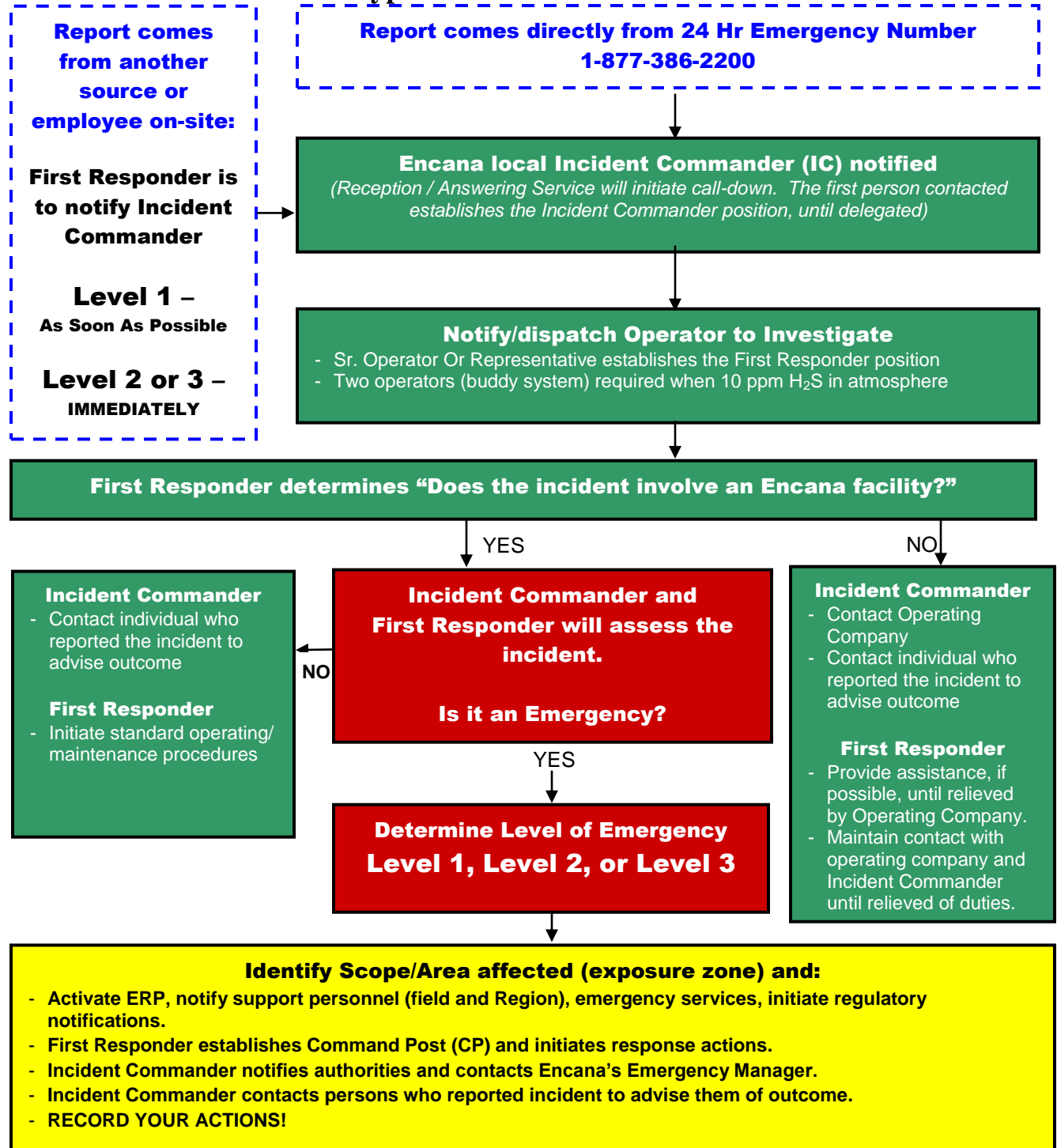**UNION TELEPHONE CALL-OUT SHEETS,**

And Other Published Telephone Lists

MONTHLY

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Notification and Activation Process

Typical Notification Process

Report comes from another source or employee on-site:

First Responder is to notify Incident Commander

Level 1 – As Soon As Possible

Level 2 or 3 – IMMEDIATELY

Report comes directly from 24 Hr Emergency Number 1-877-386-2200

Encana local Incident Commander (IC) notified
(Reception / Answering Service will initiate call-down. The first person contacted establishes the Incident Commander position, until delegated)

Notify/dispatch Operator to Investigate
- Sr. Operator Or Representative establishes the First Responder position
- Two operators (buddy system) required when 10 ppm H_2S in atmosphere

First Responder determines "Does the incident involve an Encana facility?"

YES — NO

Incident Commander and First Responder will assess the incident.

Is it an Emergency?

NO →

Incident Commander
- Contact individual who reported the incident to advise outcome

First Responder
- Initiate standard operating/maintenance procedures

Incident Commander
- Contact Operating Company
- Contact individual who reported the incident to advise outcome

First Responder
- Provide assistance, if possible, until relieved by Operating Company.
- Maintain contact with operating company and Incident Commander until relieved of duties.

YES

Determine Level of Emergency Level 1, Level 2, or Level 3

Identify Scope/Area affected (exposure zone) and:
- Activate ERP, notify support personnel (field and Region), emergency services, initiate regulatory notifications.
- First Responder establishes Command Post (CP) and initiates response actions.
- Incident Commander notifies authorities and contacts Encana's Emergency Manager.
- Incident Commander contacts persons who reported incident to advise them of outcome.
- RECORD YOUR ACTIONS!

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Classifying Incidents

Field operations and the first responder to an incident or event typically have the responsibility for <u>initially</u> declaring an Alert (non-ERP related) or an incident assessed at an <u>Emergency Level of Level 1, 2, or 3</u>, which requires the activation of the Emergency Response Plan (ERP.)

The Incident Commander normally announces the emergency at the level first declared by the Initial Responder (or on-call operator investigating). However, the Emergency Manager or the Incident Commander has the authority to increase an Alert to an Emergency Level 1, 2, or 3 once the facts have been assessed.

It is the responsibility of the Initial Responder in conjunction with the Incident Commander to determine the seriousness of the incident. General guidance to help determine the Alert or Emergency Level is provided on the following page.

If in doubt about which emergency level is appropriate, implement the higher level of response.

IMPORTANT:
⇒ **If there is any doubt as to whether a certain condition warrants an "EMERGENCY" as defined herein, at a minimum—make the IMMEDIATE Notification to Encana Corporation Personnel and DISPATCH any resources deemed possibly necessary for the event/incident.**
⇒ **All affected persons having authority or jurisdiction, and media (if involved) must be kept informed of the status of the Event/Incident.**

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Level 1 Emergency

Definition / Criteria	Examples *(may not reflect area-specific risks or threats)*
Onsite incidents where control of the hazard has been obtained, but the potential exists for the imminent loss of control due to deteriorating conditions.	
- Immediate control of the hazard has been established using available resources, however, conditions are not improving and/or resources are being depleted. - Injuries to onsite personnel that are of a moderate impact. - Public safety is not threatened, however there is, or may be, a public perception of moderate risk to human health or the environment. - Environmental impacts are confined to the site and have limited potential to impact offsite. - All control and relief systems are functioning normally.	- Any controlled situation, outside of normal operation conditions, where the ability to maintain control using onsite resources is in question or offsite resources are required to maintain control such as a fire or explosion where imminent control of the fire is probable. - Injuries to personnel requiring offsite medical attention. - Spills and releases that are contained onsite but have the potential to extend offsite. - Any incident requiring the advisory notification of the public of a non-routine, onsite occurrence. - Weather conditions (i.e., tornado) which may threaten personnel and operations. - Potential social / political unrest, labor disputes

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Level 2 Emergency

Definition / Criteria	Examples *(may not reflect area-specific risks or threats)*
An incident where control of the hazard has been lost but where imminent and/or intermittent control of the hazard is possible.	
- Control of the hazard has been lost, however, through the application of available resources intermittent control is being obtained or hazard control is imminent. - Injuries to onsite personnel that are of a major impact. - Public safety is not threatened, however, there is or may be a public perception of significant risk to human health or the environment - Environmental effects extend offsite and are resulting in minor or short-term detrimental impacts. - Some control and relief systems are not operational.	- Any uncontrolled hazard where the ability to regain control using available resources is imminent or intermittent control is being achieved using available resources such as pipeline integrity failure. - Injuries to personnel which have or are likely to result in a lost time (beyond the day of the occurrence) injury or short term health impact. - Spills or releases that extend offsite and are, or will, result in minor or short-term detrimental impacts. - Any incident requiring the notification of the public of a potential or imminent threat to human health or the environment, such as or pipeline rupture. - Some control and/or relief systems are not operational. - Imminent security threats, social / political unrest, and labor disputes. - Severe weather threats which threatens personnel and/or operations. - Overdue vehicle or aircraft.

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Level 3 Emergency

Definition / Criteria	Examples *(may not reflect area-specific risks or threats)*
An incident where control of the hazard has been lost, imminent control is not possible and public safety is, or has the potential, to be threatened.	
• Control of the hazard has been lost and regaining control is not imminently possible. • Onsite personnel have sustained injuries with a serious impact. • Public safety is being, or has the imminent potential to be, jeopardized. • Environmental impacts are significant, extend offsite and have the potential to result in long-term environmental degradation. • Key control and relief functions have failed and are not operating correctly.	• Any situation where control of a hazard has been lost and regaining control is not imminently possible such as loss of well control or failure of essential well control equipment. • Injuries to personnel which have or are likely to result in permanent disability, long term health impacts or death • Any incident that has necessitated the evacuation or sheltering of public such as or a catastrophic facility fire or loss of process control. • Spills or releases that have extended off site and are, or likely to, result in significant and substantial detrimental impact to the environment. • Key control and relief systems are not operational. • Act of terrorism, violence, social/political unrest. • Severe weather impacting personnel and/or operations. • Overdue vehicle or aircraft, missing person

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Command Center Contacts

Name	Business / 24 Hr Telephone
U.S. 24 Hr Emergency Number (Union Telephone Company)	**1-877-386-2200**
Southern Operations - Emergency Number to OCC	**1-866-244-0062**
Corporate HQ – Encana	**403-645-7777**
Corporate HQ – Communications Lead	**403-213-1914 (pager)**
Denver Office (during work hours)	**303-623-2300**
Note: *Federal and State regulatory contacts & emergency services contacts for operating areas are located on the Emergency Notification Flowcharts.*	
Emergency Operations Centers (direct contacts to Incident Commander, once activated)	
Denver Emergency Operations Center **EOC Room 665** Republic Plaza, 370 17th Street, Suite 1700, Denver, CO 80202 **Main Office 303-623-2300**	**EOC Room 665** **720-876-3910**
Plano Emergency Operations Center **2nd Floor Room - 076** 5851 Legacy Circle, Plano, TX 75024 **Main Office 469-304-6000**	**EOC** **(866) 244-0062** **Direct line** **469-304-6380**
Emergency Operation Center (Each Operating Areas EOC Meeting Place TeleConferencing)	
EOC 1 for Southern Operations	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1011 Chair PIN 10111
EOC 2 for Southern Operations	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1012 Chair PIN 10121
EOC 3 for Southern Operations (Conference Line for Emergencies with incoming number of calls exceeding 20 and up to 120)	1-866-400-1788 Or 1-647-427-2433 Profile # 485 764 9143 Chair PIN 9489
EOC 1 for Western Operations (Wyoming/Michigan)	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1015 Chair PIN 10151
EOC 2 for Western Operations (Wyoming/Michigan)	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1016 PIN # 10161
EOC 3 for Western Operations (Wyoming/Michigan) (Conference Line for Emergencies with an expected incoming number of calls exceeding 20 and up to 120)	1-866-400-1788 Or 1-647-427-2433 Profile # 838 001 5622 PIN # 3153

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EOC 1 for Western Operations (Colorado)	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1013 PIN # 10131
EOC 2 for Western Operations (Colorado)	1-877-445-2224 Or 1-403-645-2224 Profile # 242 1014 PIN # 10141
EOC 3 for Western Operations (Colorado) (Conference Line for Emergencies with an expected incoming number of calls exceeding 20 and up to 120)	1-866-400-1788 Or 1-647-427-2433 Profile # 835 298 4806 PIN # 2846

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EMERGENCY RESPONSE PLAN

SECTION 2
NOTIFICATION & ACTIVATION

Document No:	ERP-0200
Revised By/Date:	CRW - 01/20/14
Reviewed By/Date:	ERPComm/05.14.10
Approved By/Date:	ERPComm/05.14.10

Incident Reporting Matrix

Incident Type/Description Begin reading down this column until you find the descriptions that match your incident. Then read across the page to find the various types of reports you need to make. Contact your EH&S Representative for support. Incident levels correspond with Emergency Response notification requirements. Incident categorization corresponds with Encana's Risk Matrix.	Oral Report Phone to Supervisor same day as incident (4)	Drug & Alcohol Testing (5) (8)	Phone NRC (3) (800) 424-8802 Immediate/ Verbal	Initial Incident Investigation Report (max 24 hrs)	DOT Pipeline (7) Call NRC at (800) 424-8802 Immediate/ Verbal	Federal, State or Local Reporting Written/ Verbal	OSHA Phone Report Within 8 hrs Call OSHA Federal at (800) 321-6742	Human Resources Notification (If Encana employee) (6) (10)	Tap Root Required (* High Potential)
CRITICAL Incidents (Level 3)									
Fatality, 3 or more hospitalized (employee or contractor)	X	X		X	X		X	X	X
Property/environmental loss, significant fire/explosion (potentially exceeding $500,000)	X	X	As Needed (3)	X	X	As Needed (3)			X
Spills/releases impacting water or exceeding 500 bbls oil or 2,500 bbls produced water	X	X	As Needed	X	As Needed (7)	X			X
Loss of production (equipment, property or process loss) potentially exceeding $500,000 (1)	X	X	As Needed (3)	X	X	As Needed (3)			X
Significant media event/government agency response/public nuisance (2)	X	X		X	As Needed (7)				X
Near Hit for any critical item above	X	X		X					X
Vehicle crashes resulting in lost time or fatality (10)	X	X		X		As Needed	As Needed		X
Pipeline Incident (7)	X	X		X	X		As Needed		X
SERIOUS Incidents (Level 2)									
Lost time incident (LTI) including employees and contractors	X	X		X	As Needed (7)			X	X
Property/environmental loss ($25,000-$500,000)	X	X	As Needed	X	As Needed (7)				X
Spills/releases equal to or exceeding reportable quantities	X	X	As Needed	X	As Needed (7)	X			X
Citation/Notice of Violation which could exceed $25,000	X	X		X					X
Media event/public nuisance (2)	X	X		X	As Needed (7)	As Needed			X
Vehicle crashes involving third party resulting in injury (10)	X	X		X		As Needed			X
Near Hit or upset condition reporting for any serious item	X	X		X					X
Pipeline Incident (7)	X	X		X	X		As Needed		X
MODERATE Incidents (Level 1)									
Restricted work case or medical aid case, employee or contractor	X	X		X	As Needed (7)	CO - Form 22		X	X
Vehicle incident involving employee or third party	X	As Needed		X		As Needed			X
Property/environmental loss (10)	X	As Needed	As Needed	X					X
Spills/releases less than reportable quantities	X	As Needed	As Needed	X		As Needed			X*
Near Hit or upset condition reporting for any moderate item	X	As Needed		X					
MINOR/OTHER Incidents									
First aid case, employee or contractor	X	As Needed		x				X	
Off-the-job resulting in lost work days (9)	X								

Note: TapRoots can be requested and performed based on Management decision.

(1) "Production losses" – losses or incidents that do not involve environment, health or safety issues, i.e. loss of well due to rig or support equipment failure, loss of production due to civil unrest or weather.

(2) "Significant Media Event" – Any time the media responds, make oral report to determine if future reporting is needed. "Media Event" – Any time media may respond to a public sensitive area, make preparatory notification to Community Relations Dept.

(3) Call NRC (National Response Center) if there is any possible impact to water.

(4) Refer to area Emergency Notification Chart.

(5) Post incident alcohol & drug testing is required whenever a supervisor or EH&S Group Lead determines that the behavior of a worker(s) whose actions cannot be discounted to or potentially contributing to the chain of acts or omissions leading up to the event. Alcohol & drug testing will be done for incidents involving vehicles when a third party is involved. DOT drug testing for spills resulting in fire or 50 bbls or more of a flammable liquid or medical treatment or greater injury, or property loss exceeding $500,000, or an event that is significant in the judgment of the supervisor or EH&S Representative.

(6) HR should be notified of all employee incidents so they can follow through with any worker's compensation requirements or needs.

(7) DOT Pipeline – Report Levels 1, 2, & 3 pipeline and facility incidents to State and Federal pipeline authorities as required. Refer to "Gas Pipeline and Facilities Operation & maintenance Manual" or "Liquid Pipelines and Facilities maintenance manual" for State and Federal incident reporting criteria.

(8) Notify Human Resources if drug & alcohol testing (besides random testing) is done on an Encana employee.

(9) Off-the-job injured individual must have a release to work completed prior to returning to work.

(10) Notification to Corporate Loss Control Insurance for third party incident (403)-645-7777 in Calgary.

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Operating Areas Emergency Notification Charts

Please see the attachments for each Operating Area's respective Emergency Notification Chart.

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Owner: ERP Committee **Revision No: 4**	**Document number:** ERP-0200 **Approved:** 05/14/10 **Date last revised:** 09/17/2014

Emergency Notification Charts

Southern Operations

Eagle Ford Shale

Eagle Ford Shale Emergency Notification Chart

Louisiana

Texana/Louisiana Emergency Notification Chart

Mississippi

Mississippi Emergency Notification Chart

San Juan Basin Exploration

San Juan Basin Emergency Notification Chart

Emergency Notification Charts

Western Operations

DJ Basin/West Texas

DJ Basin Emergency Notification Chart

Piceance Basin

Piceance Basin Emergency Notification Chart

Rangely Area Emergency Notification Chart

Jonah

Jonah Emergency Notification Chart

Michigan Shale Exploration

Kalkaska County Emergency Notification Chart

Wind River

Wind River Emergency Notification Chart

Emergency Notification Charts

Southern Operations

Eagle Ford Shale

Eagle Ford Shale Emergency Notification Chart

Louisiana

Texana/Louisiana Emergency Notification Chart

Mississippi

Mississippi Emergency Notification Chart

San Juan Basin Exploration

San Juan Basin Emergency Notification Chart

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Owner: ERP Committee **Revision No: 3**	**Document number:** ERP-0200 **Approved:** 05/14/10 **Date last revised: 10**/09/14

Emergency Notification Charts

Western Operations

DJ Basin

DJ Basin Emergency Notification Chart

Piceance Basin

Piceance Basin Emergency Notification Chart

Rangely Area Emergency Notification Chart

Jonah

Jonah Emergency Notification Chart

Michigan Shale Exploration

Kalkaska County Emergency Notification Chart

Wind River

Wind River Emergency Notification Chart