

REGIONAL SAFETY RULES

Regional Code of Practice

RSR2014



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1.0 PURPOSE

To establish a common approach and set of common regional safety rules which are recognized and enforced by all Oil Sands Safety Association (OSSA) Member Companies in the Wood Buffalo region.

These Rules are intended to supplement and/or support existing company management systems, programs and policies.

These Rules are based upon the International Association of Oil and Gas Producers (OGP) Life-Saving Rules to maximize industry alignment. The OGP Life-Savings Rules and their definitions are included in Appendices "II" and "III" for use in the Wood Buffalo region. The defined terms used in this document are included in Appendix "I".

Any changes to this Regional Code of Practice and / or standard must be endorsed by the Board of Directors of OSSA.

1.1 DISCLAIMER

The information in this Regional Safety Rules - Regional Code of Practice RSR2014 ("RCOP") does not, in any way, create a business or professional services relationship between the OSSA Members and Employees (as hereinafter defined) and the Approved companies, their respective employees, agents, contractors, subcontractors and on-site vendors, or any other Organization.

The RCOP is not (and is not intended to be) a guide to the OH&S Act, Regulation and Code and regardless of the RCOP, or any approvals granted by OSSA pursuant to the RCOP, each reader and user is solely responsible for their own compliance with all applicable Legislation, including but not limited to the OH&S Act, Regulation and Code. The OSSA assumes no obligation to update the RCOP or to provide advice on further developments concerning the topics mentioned herein.

If the OH&S Act, Regulation and Code are amended at any time, such amended requirements shall take precedence over the standards set out in any RCOP. All Approved companies, their respective employees, agents, contractors, subcontractors and on-site vendors, or any other Organization, shall have an obligation to ensure that they are aware of and comply with the Legislation, including but not limited to the OH&S Act, Regulation and Code, at all times. The occupational health, safety and training of Organizations and their respective employees in the workplace remains the responsibility of each employer and employee.

The OSSA and its employees, agents and contractors, and the Members of the OSSA (collectively the "OSSA Members and Employees"), are not responsible for the contents of the RCOP, for any errors or omissions therein, or for the results obtained from the use of the information contained in the RCOP or for any other training or safety programs that may be developed from the use of the information in the applicable RCOP. All information set out in the RCOP is provided "as is", with no guarantee of completeness, accuracy, timeliness or of the results obtained from the use of the RCOP. There is no warranty of any kind, express or implied, including, without limitation, warranties of performance, merchantability and fitness for a particular purpose. In no event will the OSSA Members and Employees be liable to the reader, user, the Approved companies, their respective employees, agents, contractors, subcontractors and on-site vendors, or any other Organization for (i) any decision made or action taken in reliance on the information in this RCOP, (ii) any consequential, special, or similar damages (including, without limitation, personal injury), even if advised of the possibility of such damages, arising or resulting from the information contained in this RCOP, or (iii) any violation by such reader, user, Approved company, their respective employees, agents, contractors, subcontractors and on-site vendors, or any other Organization, of the OH&S Act, Regulation and Code, or any other Legislation.

Certain words, phrases, names, designs or logos used in the RCOP may constitute trademarks, service marks or trade names of the OSSA and its Members. Unless otherwise approved, the display of any

such marks or names in the RCOP does not imply that a license has been granted by the OSSA or any of its Members to use such marks or names.

1.2 INTRODUCTION

The practice outlined herein is viewed as a means of protecting the health and safety of the individual by significantly reducing the risk of injury associated with “rule confusion” between different OSSA Member Companies by focusing on critical hazards and work activities.

The intent of this document is to establish the set of Life Saving Rules and recognize a common regional set of safety rules that will be used across the oil sands industry by approved companies and implemented at their identified respective worksites.

“Approved” means that the company has agreed to implement the rules as per the terms and conditions outlined in the Regional Safety Rules- Regional Code of Practice RSR 2014 (and as may be amended from time to time by OSSA). Approval for non-OSSA Member Companies to use these rules must be authorized by OSSA, as per an agreed upon process.

This code of practice supports the fundamental principles developed by each operating area or facility under each Member's Health and Safety Management Systems. It also identifies the maintenance required of ongoing programs to ensure the safety and health of all workers by reducing the probability and magnitude of incidents in and around the OSSA Member sites.

Each Member's site shall develop and regularly audit its own specific standards to ensure that such standards meet the needs of their specific work place and comply with this Code and all applicable requirements.

1.3 SCOPE

This Code of Practice applies to all employees, contractors, subcontractors and on-site vendors for approved companies. Approved companies will include the OSSA Member Companies at the time this standard was approved, including Shell Albian Sands, Canadian Natural Resources Ltd, Suncor Energy Inc. and Syncrude Canada Ltd.

This Code of Practice has been developed by representatives from the OSSA Member Companies (as noted above) with support, information and guidance from the International Association of Oil and Gas Producers (OGP).

1.4 ACCOUNTABILITIES

- a) In accordance with *OH&S Act* all workers are responsible for protecting the health and safety of themselves and other workers.
- b) Each approved organization implementing these rules shall ensure no changes to the symbols or definitions occur.

2.0 FUNDAMENTAL REQUIREMENTS

2.1 There are some fundamental requirements that all organizations must have in place to ensure the effective implementation of the regional safety rules:

- a) Work will not be conducted without a pre-job risk assessment, field level risk assessment and a safety discussion, appropriate for the level of work.
- b) All personnel will be trained and competent for the work they conduct, with an appropriate level of supervision where required.
- c) Personal protective equipment will be provided and worn in accordance with the requirements identified by the risk assessment and specific work-site policies.
- d) Emergency response plans, will be in place with suitable and sufficient resources available to respond, if required.
- e) Everyone is authorized and required to stop work if they are in doubt about the safety of an activity.

3.0 REGIONAL SAFETY RULES

3.1 The 19 Regional Safety Rules outlined in Section 3 represent the comprehensive list of regional rules agreed to by OSSA Member Companies.

- a) All regional safety rules must be preserved in their entirety. Changes are not permitted to the symbols or definitions of any of the 19 Regional Safety Rules.
- b) All additional rules will be reviewed with new workers and contractors by the respective owner site, prior to work commencing.

3.2 OSSA, has identified the following regional safety rules that will be consistent (symbols and definitions) across all approved work sites, if applied or required:



- 1) Obtain authorization before entering a confined space.
- 2) Protect yourself against a fall when working at height.
- 3) Work with a valid permit when required.
- 4) Verify isolation before work begins and use the specific life protecting equipment.
- 5) Obtain authorization before overriding or disabling safety critical equipment.
- 6) No alcohol or drugs while working or driving.
- 7) Do not put yourself in an unsafe position in relation to Mine mobile heavy equipment.
- 8) Wear your seat belt.
- 9) Follow prescribed journey management plan
- 10) Prevent dropped objects.
- 11) Position yourself in a safe zone in relation to moving equipment.
- 12) Obtain authorization before starting excavation activities.
- 13) Conduct gas tests when required.
- 14) Wear a personal flotation device when required.
- 15) Follow prescribed lift plan.
- 16) Do not walk under a suspended load.
- 17) While driving, do not use your phone and do not exceed speed limits.
- 18) Do not work under or near overhead electric power lines.
- 19) Do not smoke outside of designated smoking areas.

4.0 LIFE SAVING RULES

4.1 A subset of the regional safety rules outlined in 3.0 have been identified as Life Saving Rules. The 7 Life Saving Rules must be adopted by OSSA Member Companies, and may be supplemented by additional relevant Regional Safety Rules.

4.2 These rules with associated symbols and definitions have been identified as life saving based upon the history of significant incidents, injuries and/or fatalities in the Oil Sands regions.

These Life Saving Rules have been endorsed and implemented in order to improve regional safety performance and/or mitigating risks to workers where we have seen a history of significant injuries or fatalities in the Oil Sands region. These rules will be recognized and commonly enforced across all approved work sites.

4.3 The following 7 Life Saving Rules have been identified and commonly enforced at all OSSA Member and/or approved sites:



- 1) Obtain authorization before entering a confined space.
- 2) Protect yourself against a fall when working at height.
- 3) Work with a valid permit when required.
- 4) Verify isolation before work begins and use the specific life protecting equipment.
- 5) Obtain authorization before overriding or disabling safety critical equipment.
- 6) No alcohol or drugs while working or driving.
- 7) Do not put yourself in an unsafe position in relation to Mine mobile heavy equipment. (*Note: This Rule will continue to be titled as a Regional Safety Rule at the Shell Albian Mine Operation and is not included in their currently defined 12 Life Saving Rules, but will have the same consequences for failure to comply as described in this RCOP).

5.0 RULE ENFORCEMENT

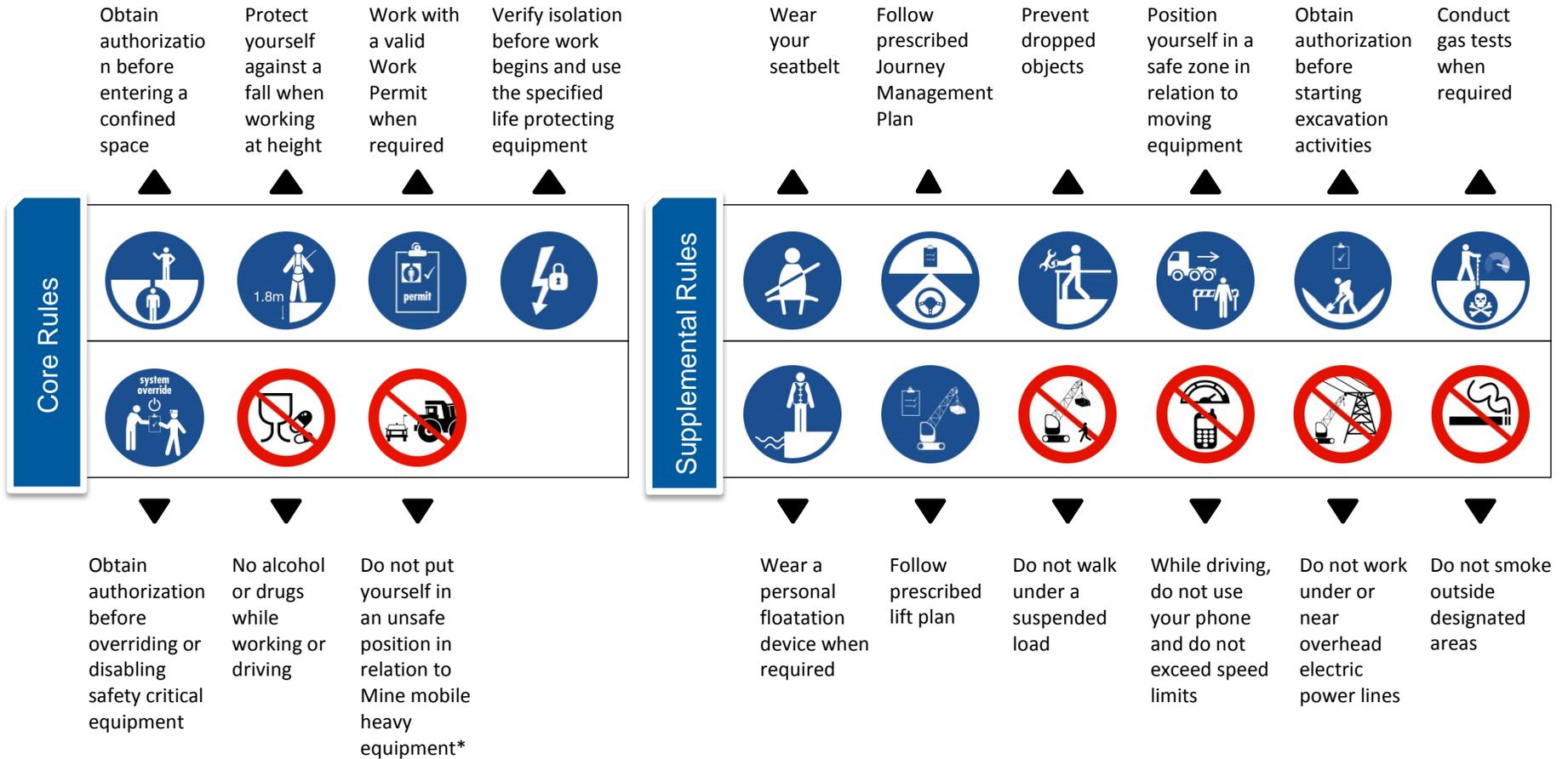
- a) A breach or non-compliance to any safety rule is unacceptable.
- b) All users of these rules and their respective employees, agents, contractors, subcontractors and on-site vendors will have an investigation process that ensures that all infractions are investigated in a timely manner.
- c) All OSSA Member Companies and Approved companies will have a consequence model that ensures that any infraction is dealt with consistently, timely and fairly.
- d) Consequences could include being removed from site and/or termination of employment.

APPENDIX "I" – GLOSSARY OF TERMS

Approved:	Means that the company has agreed to implement the rules as per the terms and conditions outlined in the Regional Safety Rules- Regional Code of Practice RSR 2014 (and as maybe amended from time to time by OSSA). Approval for non-OSSA Member Companies to use these rules must be approved by OSSA, as per an agreed upon process.
Approved companies:	Either the OSSA Member Companies or any company that has been approved to use these rules. The process by which a company becomes approved is determined by OSSA. All approved companies must live up to the terms and conditions associated with these rules.
Board of Directors:	The Owner's assigned individuals that provide, in writing, endorsement for initial documents and approval for any revisions or exceptions to a safety training standard and/or Regional Code of Practice.
Contractor:	Any person, firm or corporation having contract directly with the site owner in the performance of work.
Hazard:	A situation, condition or thing that may be hazardous to the safety or health of workers.
Legislation:	Shall include, without limitation, all present and future, federal, provincial, municipal or other local laws, statutes, ordinances, by-laws, regulations, rules, standards, guidelines, orders, requirements, directives and decisions rendered by any ministry, department or administrative or regulatory agency, relating in any way to the health and safety of workers in the Province of Alberta.
Life Saving Rules:	The rules set out in Section 4 of the RCOP.
Members/Owners:	Those Organizations that become enrolled as Member Companies of OSSA in accordance with the bylaws of OSSA, and their respective employees, officers, directors, shareholders, ownership groups and successors and assigns, including, without limitation, Shell Albian Sands, Canadian Natural Resources Ltd., Suncor Energy Inc., Syncrude Canada Ltd.
OGP:	International Oil and Gas Producers.
OH&S Act, Regulation and Code:	The <i>Occupational Health and Safety Act</i> (Alberta), all of the regulations under the <i>OH&S Act</i> , the Occupational Health and Safety Code (Alberta), and any amendments thereto.

Organization(s):	Any individual, corporation, partnership, firm, joint venture, syndicate, association, government, governmental agency or board or commission or authority, and other forms of entity or organization.
OSSA:	Means the Oil Sands Safety Association.
OSSA Trade Names:	Means the OSSA trade names, being "Oil Sands Safety Association" or "OSSA".
RCOP:	A code of practice, endorsed by OSSA and as may be amended from time to time by OSSA, governing the practices, procedures and Safety Training Standards to be followed at the OSSA Member's respective sites.
Regional Safety Rules:	Rules that are based upon the International Oil and Gas Producers 18 Life Saving Rules and one Oil Sands specific Mine Safety rule. These rules may apply to one or more OSSA Member sites.
Site Standard:	A "must do" expectation established by an individual site owner that meets or exceeds the <i>OH&S Act</i> , Code & Regulations.

APPENDIX “II” – OSSA REGIONAL SAFETY RULES OVERVIEW



APPENDIX "III" – OSSA LIFE SAVING RULES

OSSA acknowledges the significant contributions of OGP in developing Life Saving Rule standards and for allowing their use.

Icon & primary text	Additional guidance
<p>1.</p>  <p>Obtain authorization before entering a confined space</p>	<p>A confined space, such as a vessel, tank or pipe can contain explosive gas, poisonous air or other dangers such as a lack of oxygen, things that can fall on you or you can fall from. Authorized access keeps you safe.</p> <p>You should:</p> <ul style="list-style-type: none"> confirm with the supervisor or the person in charge of the work that it is safe to start work confirm with the attendant that you can enter a confined space follow the requirements of the work permit <p>If you are an attendant you should:</p> <ul style="list-style-type: none"> approve and control access to a confined space have means of communication with people in the confined space <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> confirm that the requirements of the work permit are in place confirm that a qualified attendant is always present when people are in a confined space confirm that gas testing is carried out as per work permit confirm that it is safe to start work
<p>2.</p>  <p>Protect yourself against a fall when working at height</p>	<p>Use fall protection equipment when working outside a protective environment where you can fall over 1.8 meters (6 feet) to keep you safe.</p> <p>A protective environment includes approved scaffolds, stairs with handrails, and man lifts.</p> <p>You should:</p> <ul style="list-style-type: none"> have authorization to work at height outside a protective environment be aware of what fall protection equipment to use and how to use it check equipment before using it always tie off when at height outside of a protective environment <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> confirm that it is safe to start work at height
<p>3.</p>  <p>Work with a valid work permit when required</p>	<p>A work permit describes what you must do to stay safe.</p> <p>You should:</p> <ul style="list-style-type: none"> understand the work permit and follow it confirm that the work permit is valid confirm with the supervisor or the person in charge of the work that it is safe to start work <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> confirm if a work permit is required for this work. confirm that the workplace has been inspected before work starts explain how the work permit keeps you safe confirm the work permit is signed confirm that it is safe to start work. get a new work permit when the work or the situation changes confirm that the work is completed

<p>4.</p>  <p>Verify isolation before work begins and use the specified life protecting equipment</p>	<p>Isolation separates you from danger, such as electricity, pressure, toxic materials, poisonous gas, chemicals, hot liquids or radiation to keep you safe. Specified life-protecting equipment by the work permit, such as breathing apparatus, electrical arc flash protection or chemical resistant suits protect you from danger.</p> <p>You should:</p> <ul style="list-style-type: none"> • understand the isolations that protect you from danger • confirm with the supervisor or the person in charge of the work that isolations are in place • confirm with the supervisor or the person in charge of the work it is safe to start work <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • confirm isolation is in place, for example, lock switches, separate pipes with spades, or lock access doors • confirm no stored energy or other dangers remain • confirm that it is safe to start work
<p>5.</p>  <p>Obtain authorization before overriding or disabling safety critical equipment</p>	<p>Safety-critical equipment must work correctly to keep you safe.</p> <p>Examples of safety-critical equipment include isolation devices/emergency shut down valves, lock out/tag out devices trip systems, relief valves, fire and gas alarm systems, certain level controls, alarms, crane computers, in-vehicle monitoring systems.</p> <p>You should:</p> <ul style="list-style-type: none"> • obtain authorization from the supervisor or person in charge before overriding or disabling safety-critical equipment <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • point out the safety-critical equipment in your work place. • confirm the authorization comes from the right level
<p>6.</p>  <p>No alcohol or drugs while working or driving</p>	<p>Using alcohol or illegal drugs, or misusing legal drugs or other substances, will reduce your ability to do your job safely.</p> <p>You should:</p> <ul style="list-style-type: none"> • always inform the supervisor or the person in charge if you are taking medicine that may have an effect on your performance • if in doubt always check with your supervisor or the person in charge who may seek medical advice • not use, keep, sell or distribute illegal drugs • intervene if you see a case of alcohol or drugs abuse <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • only assign work to people who are fit to work
<p>7.</p>  <p>*Do not put yourself in an unsafe position in relation to Mine mobile heavy equipment</p>	<p>Working “in the line of fire” of moving equipment (e.g. Haul trucks, Shovels, etc.) requires specialized authorizations and procedures.</p> <p>You should:</p> <ul style="list-style-type: none"> • receive proper authorization to enter a specialized operating area (e.g. Mine area, Shovel operations and roadways) as required by each site • confirm the safety precautions with the person in charge of the work when working near moving equipment • comply with all Communication requirements while operating in the Mine • follow the instructions of the flag person or the person in charge for equipment movements <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • ensure only authorized personnel access specialized operating areas • ensure that specialized operating areas have added controls in place (eg. Shovel operations, intersections, etc.) • ensure that signaling and communications processes are in place and followed

*Note: The Mine Driving Rule will continue to be titled as a Regional Safety Rule at the Shell Albion Mine Operation and is not included in their currently defined 12 Life Saving Rules, but will have the same consequences for failure to comply as described in this RCOP.

APPENDIX "IV" – OSSA SUPPLEMENTARY SAFETY RULES

Icon & primary text	Additional guidance
<p>8.</p>  <p>Wear your seat belt</p>	<p>A seat belt protects you from injury in the event of an incident while driving and keeps you safe.</p> <p>Wearing seat belts includes safety belts in (rental) cars, taxis, (mini) buses, trucks, cranes, or forklift trucks, and involves persons in moving vehicles when engaged on company business.</p> <p>† <i>Exceptions include vehicles where only lap seatbelts are available or in public transport where seat belts are not available.</i></p> <p>You (drivers and passengers) should:</p> <ul style="list-style-type: none"> • always use a 3-point seatbelt (please note exceptions† above) • check that your seat belt works properly • keep your seat belt properly fastened while in a moving vehicle • check that everyone in the vehicle is wearing a seat belt properly before starting to drive • intervene when your fellow passengers are not wearing seatbelts properly
<p>9.</p>  <p>Follow prescribed journey management plan</p>	<p>A journey management plan is a plan for you as a driver that will help you to travel and arrive safely.</p> <p>If you are a driver you should:</p> <ul style="list-style-type: none"> • confirm if a journey management plan is required before starting the journey • discuss the journey management plan with the authorized person • understand the journey management plan before starting the journey • comply with the duty, driving and rest hours specified in the journey management plan • follow the route specified in the journey management plan • tell the authorized person immediately if changes occur <p>If you are the supervisor or person in charge you should routinely:</p> <ul style="list-style-type: none"> • check that the journey management plan is in place and is being followed • check that the driver understands and complies to the journey management plan
<p>10.</p>  <p>Prevent dropped objects</p>	<p>There is a significant risk of dropped objects when using tools and portable equipment at height. Preventing objects from falling keeps you and people working below you safe.</p> <p>You should:</p> <ul style="list-style-type: none"> • secure all tools and equipment to prevent them from falling/being dropped • put barriers around areas where there is a potential for dropped objects • always wear head protection where required <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • create awareness of the risk of dropped objects and understanding of what actions need to be taken (for example during team/toolbox meetings) • regularly inspect the site to ensure that precautions are taken to prevent objects from falling from height (e.g. hand tools are tied off, no loose objects, no holes in grating, toe boards are in place, barriers are in place where necessary, head protection is worn where required, etc.)

<p>11.</p>  <p>Position yourself in a safe zone in relation to moving equipment</p>	<p>Working “in the line of fire” of moving equipment (e.g. cranes and other vehicles) and energized equipment (e.g. rotating, electrical or pressurized machinery) is unsafe as this can impact you.</p> <p>You should</p> <ul style="list-style-type: none"> confirm the safety precautions with the supervisor or the person in charge of the work when working near moving or energized equipment follow the instructions of the flagman or the person in charge for equipment movements confirm with the person in charge that it is safe to enter and/or work in the restricted zone make sure that the driver of a moving vehicle sees you <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> confirm that access to areas posing danger is restricted and that barriers are put in place ensure that only authorized personnel is working in a restricted zone confirm that signaling methods and communications are agreed on and understood by everyone ensure that the site is properly lit and/or that high-visibility clothing is worn
<p>12.</p>  <p>Obtain authorization before starting excavation activities</p>	<p>Obtain authorization before starting excavation activities. Excavation activities may contain hazards such as electrical cables, confined space, collapse of walls or excavated material. Check that it is safe to start work.</p> <p>An excavation is any man-made cut, cavity, trench, or depression, formed by earth removal (e.g. digging).</p> <p>You should</p> <ul style="list-style-type: none"> confirm with the supervisor or person in charge that it is safe to start work follow applicable work permit requirements stop work and notify your supervisor if anything unexpected happens <p>If you are the supervisor or person in charge of the work you should confirm:</p> <ul style="list-style-type: none"> all work permit requirements are in place (e.g. confined space, isolation) barriers and signs are in place to restrict access to excavation sites a work site risk assessment has been conducted by a competent person(s) including: identified hazards e.g. cable/pipeline route marking; soil classification and testing soil movement is controlled to prevent collapse (e.g. shoring, sloping, soil placement) ground stability is inspected before work and after adverse weather conditions an emergency response plan is in place
<p>13.</p>  <p>Conduct gas tests when required</p>	<p>Air is tested to stop explosions and/or make sure you can breathe the air safely.</p> <p>You should:</p> <ul style="list-style-type: none"> confirm with the supervisor or the person in charge of the work that the air is tested confirm with the supervisor or the person in charge of the work it is safe to start work stop work if you smell gas <p>If you are a gas tester you should:</p> <ul style="list-style-type: none"> understand which tests the work permit requires and how often use certified equipment for the tests <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> confirm that gas testing is carried out as per work permit request more gas tests if necessary confirm that it is safe to start work
<p>14.</p>  <p>Wear a personal flotation device when required</p>	<p>Personal flotation devices should always be worn when there is a danger of falling into water. When working near or on water, wearing a personal flotation device (e.g. life jackets or buoyancy aids) protects you from drowning.</p> <p>You should</p> <ul style="list-style-type: none"> understand when it is required to wear a personal flotation device always wear a personal flotation device when required wear the personal flotation device properly and as intended (e.g. correct size, tied where required, etc.) check whether the personal flotation device is working properly and not damaged before use <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> based on a risk assessment, confirm when and where a personal flotation device must be used and ensure your team is aware of this ensure that personal flotation devices are regularly inspected

<p>15.</p>  <p>Follow prescribed lift plan</p>	<p>A lift plan describes how to lift and hoist safely. For routine lifts, there needs to be a general lift plan. For non-routine lifts, including complex and heavy lifts, the plan is specific.</p> <p>Lifting equipment operators should:</p> <ul style="list-style-type: none"> • understand the lift plan before starting the work and follow it • confirm that the load does not exceed the capacity of the lifting equipment • confirm that the crane is level and positioned on a solid surface • verify that safety devices on lifting equipment are installed and operational <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • confirm that a general or specific lift plan is in place, depending on the type of lift • confirm that the crane operator understands and complies with the lift plan • confirm that people who supervise or perform lifting operations and who inspect and maintain lifting equipment are trained and competent • verify that equipment to be used for lifting and hoisting has been inspected, maintained and certified • confirm that the signaling methods and communications are agreed and clear
<p>16.</p>  <p>Do not walk under a suspended load</p>	<p>Working or walking immediately under a suspended load is unsafe as the load can fall on you.</p> <p>A suspended load is an object that is temporary lifted and hangs above the ground (rig floors are excluded from this rule).</p> <p>You should:</p> <ul style="list-style-type: none"> • never cross a barrier controlling an area with a suspended load without authorization • follow the instructions of the flagman or the person in charge of the lift <p>If you are the person in charge of the lift you should:</p> <ul style="list-style-type: none"> • mark the unsafe area and put barriers in place • ensure that nobody walks under a suspended load
<p>17.</p>  <p>While driving, do not use your phone and do not exceed speed limits</p>	<p>Speeding or using your phone while driving increases the risk of losing control of your vehicle.</p> <p>If you are a driver, you should while driving:</p> <ul style="list-style-type: none"> • not use a mobile phone or pager, send or read a text message, or use a hands-free mobile phone device • stay at or below the maximum allowable speed for the road you are driving on as indicated by road signs or journey management instructions • stay at or below the maximum allowable speed for the vehicle you are driving • adjust your speed to the prevailing conditions <p>If you are a passenger you should:</p> <ul style="list-style-type: none"> • intervene if a driver is using a phone in a moving vehicle • intervene if a driver is exceeding the maximum allowable speed
<p>18.</p>  <p>Do not work under or near overhead electric power lines</p>	<p>Working with equipment immediately under or near overhead lines is unsafe as an electrical current or flashover can kill you. Maintain adequate distance to keep you safe.</p> <p>Be aware that a flashover can happen if you work within the clearance distance (e.g. 7 meters for a 275kV line), even if you do not touch an overhead line.</p> <p>You should:</p> <ul style="list-style-type: none"> • never work with equipment under or near overhead lines unless authorized to do so by your supervisor <p>If you are the supervisor or person in charge of the work you should:</p> <ul style="list-style-type: none"> • not allow work under or near life overhead lines unless precautions have been taken. Examples of precautions: power lines are electrically switched off/isolated; work is outside the unsafe/clearance distance; barriers are set to mark the clearance distance; and/or safe passageways are created • not allow equipment (e.g. cranes, tipping trucks, ground moving equipment, mobile weather towers) within the clearance distance of the overhead power lines • confirm that the correct precautions have been taken and that it is safe to start work

19.



**Do not smoke outside
designated smoking areas**

Smoking or use of matches or cigarette lighters could set on fire flammable materials. Designated smoking areas, such as a smoking hut or a smoking room, will keep you safe from causing fire and explosion.

You should:

- know where the designated smoking areas are
- intervene if you see someone smoking outside a designated area

If you are the supervisor or person in charge of the work you should:

- inform people about designated smoking areas
- ensure that designated smoking areas are clearly marked