Summary of Changes

<table>
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<th>Rev No.</th>
<th>Section Changed</th>
<th>Revisions Made</th>
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<tbody>
<tr>
<td>1</td>
<td>All</td>
<td>New Document</td>
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<tr>
<td>2</td>
<td>Standard</td>
<td>Removed the statement *a GDA is not required if you are...performing routine mining and tailings operations activities where a Safe Work Permit is not required and replaced with <em>a GDA is not required if you are...performing ground disturbance activities within areas defined as per APPENDIX 7 – GDA EXEMPTION AREAS.</em></td>
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Scope and Purpose

This procedure applies to all ground disturbance activities performed at Suncor Energy Inc. operating sites in the Wood Buffalo region including: Oil Sands and In Situ, East Tank Farm and the Fort Hills site when fully transitioned to operations.

In the event of an emergency, **STOP WORK IMMEDIATELY** and refer to RGM12001 - Oil Sands and In Situ Emergency Preparedness Plan Manual.

For any ground disturbance activities outside Suncor Energy Inc. operating sites in the Wood Buffalo region, refer to procedure P302 – North American Onshore Ground Disturbance. For any ground disturbance activities outside Suncor Energy Inc. operating sites and within 30 m of Suncor Energy Logistics Corp (SELC) right-of-ways, refer to procedure 700-07 – SELC Ground Disturbance and Trenching.

The purpose of this standard is to clarify ground disturbance accountabilities in relation to:

- The legislative requirements referenced within this standard
- The identification, assessment and control of foreseeable hazards
- The process for obtaining approval to seek a Safe Work Permit to perform a ground disturbance

Standard

Ground disturbance is any work operation or activity on or under the ground surface that results in a disturbance or displacement of the soil. For all ground disturbance activities, the RGP09012 - Ground Disturbance Authorization (GDA) Procedure must be followed. Ground Disturbance Authorizations are **not** required if you are:

- Hand-digging to a depth of no more than 300 millimetres (12 inches) below the ground surface, so long as it does not permanently remove cover over a buried facility.
- Performing routine and minor surface maintenance not exceeding a depth of 300 millimetres (12 inches) below the ground surface.
- Performing ground disturbance activities within areas defined as per Appendix 7 – GDA Exemption Areas.
- Performing ground disturbance activities on road berms or material stockpiles. A GDA does not authorize ground disturbance; a Safe Work Permit (SWP) is required.

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*Warning, uncontrolled when printed. The current revision of this document is available in ECMS.*

Approved By:  
Stephen Young, Director OS NPAS Ops & Mtce; Sam Veltri, Director Site SE; Tom O’Brien, Director, Mine Reclamation Tailings Tech.
Standard Continued

All GDAs require buried facilities to be located and marked. When locate results are non-conclusive due to conditions outside the control mechanisms, additional risk mitigation must be put in place. This must include (but is not limited to) non-mechanical exposing to confirm the existence or absence of buried facilities.

The ground must not be disturbed until Asset Representative(s) and the GDA Issuer have provided authorization to proceed with ground disturbance activities.

GDAs may be valid for up to 30 calendar days from the date buried facilities were located and marked, subject to the following conditions being met:

- Locate marks remain visible, more permanent references have been installed, or the Ground Disturbance Team has exposed the buried facilities and documented their actual location for the entire GDA duration.
- The ground disturber’s presence at the site remains evident for the entire GDA duration.

For large or long term projects, it is expected the Job Coordinator will split the ground disturbance project into maximum 30 calendar day sections to better coordinate the provision of buried facilities locates. GDA Extensions are available and can be requested through the RGP09012 - Ground Disturbance Authorization (GDA) Procedure.

All ground disturbances at depths equal to or greater than 1.5 meters are considered to be a confined space. All ground disturbance activities where a worker may be required to enter the disturbed ground and position themselves in a manner where their breathing zone may be below ground grade level require a confined space entry authorization as per LMS0037A - Confined Space Entry.

For detailed information regarding specific excavation and trenching requirements, consult Part 32 of the Alberta Occupational Health & Safety Code.

Auditing

The GDA Issuer will monitor and audit the Ground Disturbance Authorization process for compliance and report all GDA incidents as per RGP15001 - Incident and SIF Hazard Management.

Accountability

Director, Environment, Health and Safety is accountable to ensure:

- Periodic audit and assessment of this standard.
- Evaluation, maintenance and revision of this standard.

References

Alberta OH&S Code

Part 32 - Excavating and Tunnelling

Appendix 7 – GDA Exemption Areas

Defined areas exempt from RGS09004 and RGP09012

Pipeline Act

Province of Alberta Pipeline Act

Corporate Technical 100 Series Standards

Asset Information Standards

CTS 1506

Corporate Technical Standard – Earthwork

CTS 1508

Excavation, Backfill and Compaction for Structures

Continued on next page
References Continued

CTS 1516  Construction of Underground Utilities

Damage Prevention Process  Alberta Common Ground Alliance (ABCGA) buried facility damage prevention process. Includes best practices for locating and marking buried facilities.

LMS0019A  Erection, Identification, and Removal of Flagging

LMS0037A  Confined Space Entry

NIP0019A  Road Closure Authorization

P302  North America Onshore EH&S Practice

RGM02002  Field Level Hazard Assessment


RGM12001  Oil Sands and In Situ Emergency Preparedness Plan Manual

RGP0004A  Safe Work Permit (SWP)

RGP0005A  Control of Hazardous Energy (CHE)

RGP09012  Ground Disturbance Authorization Administrative Procedure

RGP15001  OEMS Element 15: Incident and Hazard Management

RTS0003A  Civil Construction within Geotechnical Controlled Areas

TDS0012  Working in Proximity to Underground Power Cables

UTP0070A  Working in Proximity to Overhead Power Lines

700-07  SELC Ground Disturbance and Trenching

End of Standard
### Feedback:

Please submit your feedback for this document to your Supervisor.

### Comments on this document (Is this document up to date?):

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### Suggested Improvements:

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Sign: ____________________________ Date: yyyymmd

Print:
The following individuals have approved and signed this document.

UserName: Stephen Young (syoung)
Title: Dir OS NPAS Ops & Mtce
Date: Friday, 05 May 2017, 09:54 AM Mountain Time
Meaning: Approver 1 Signed

UserName: Sam Veltri (sveltri)
Title: Dir Site SE
Date: Tuesday, 09 May 2017, 11:42 AM Mountain Time
Meaning: Approver 2 Signed

UserName: Tom O'Brien (tcobrien)
Title: Dir Mine Reclamation Tailings Technical
Date: Friday, 12 May 2017, 01:12 PM Mountain Time
Meaning: Approver 3 Installed