



CEDA

FIELD
SAFETY
 GUIDE

Safety Culture Powered by You

This booklet is a quick reference guide to CEDA's Hazard Identification & Risk Assessment (HIRA) tools, Energy Wheel, Life Saving Rules, Safety Data Sheets and Serious Incident Safeguards that are designed to support you in making safe choices every day.



As frontline workers, **you are the driving force behind our safety culture**. Your experiences, insights and decisions shape how we identify, control and mitigate hazards in the work environment.

Learning and improvement are core principles of Human & Organizational Performance (HOP). You have the right – and are encouraged – to speak up, ask questions and challenge the status quo when it comes to safety, including stopping unsafe work, without fear of consequence.

Hazard Identification & Risk Assessment (HIRA) Tools

Job Hazard Analysis

A Job Hazard Analysis (JHA) is used to break down jobs into a series of sequential tasks. The hazards associated with each task are identified, along with the control measures to eliminate or mitigate the risks.

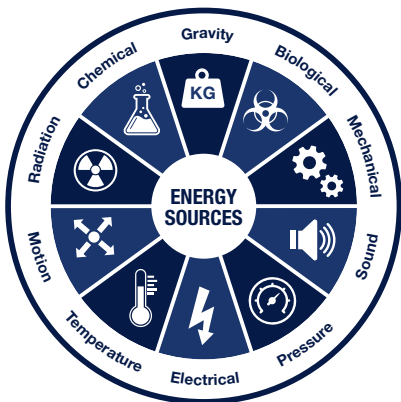
Field Level Hazard Assessment

A Field Level Hazard Assessment (FLHA) is used to describe work tasks with serious or major consequences, other tasks not covered by the procedure or JHA, and hazards present at the work location. The FLHA outlines control measures to eliminate or mitigate the associated risks of the hazards.

ICE Card

The Intervene, Correct & Eliminate (ICE) Card is a simple field tool used to identify workplace hazards and implement appropriate control measures to eliminate or mitigate associated risks.

Energy Wheel



CEDA's Hazard Identification & Risk Assessment (HIRA) tools are aligned with the Energy Wheel to help you identify aspects of your work that have the potential to cause harm.

More information is available in CEDA's Health, Safety & Environment Management System (HSEMS) and the HIRA Practice.

Safety Data Sheets

Safety Data Sheets (SDSs) are accessible through CEDA's electronic SDS management system – sdsBinders.

To access SDSs, follow the instructions below:



STEP 1: SCAN THE QR CODE

STEP 2: LOGIN TO SDSBINDERS

Username: oneCEDA#1

Password: oneCEDA1

STEP 3: FIND AN SDS

Enter the product name and/or manufacturer name and click search

STEP 4: OPEN THE SDS

Click on the product name and the SDS will open as a PDF

CONFINED SPACE

Obtain authorization before entering a confined space



Serious Incident Safeguards

- ☒ I confirm energy sources are isolated
- ☒ I confirm the atmosphere has been tested and is monitored
- ☒ I check and use my breathing apparatus when required
- ☒ I confirm there is an attendant standing by
- ☒ I confirm a rescue plan is in place
- ☒ I obtain authorization to enter

WORKING AT HEIGHT

Protect yourself against a fall when working at height



Serious Incident Safeguards

- ☒ I inspect my fall protection equipment before use
- ☒ I secure tools and work materials to prevent dropped objects
- ☒ I tie off 100% to approved anchor points while outside a protected area
- ☒ I have validated prompt rescue capability when wearing fall protection
- ☒ I follow safe work practices when climbing, descending or working from ladders

WORK AUTHORIZATION

Work with a valid permit when required



Serious Incident Safeguards

- ☒ I have confirmed if a permit is required
- ☒ I am authorized to perform the work
- ☒ I understand the permit
- ☒ I have confirmed that hazards are controlled and it is safe to start
- ☒ I stop and reassess if conditions change

ENERGY ISOLATION

Verify isolation and zero energy
before work begins



Serious Incident Safeguards

- ☒ I have identified all energy sources
- ☒ I confirm that hazardous energy sources have been isolated, locked and tagged
- ☒ I have checked there is zero energy and tested for residual or stored energy
- ☒ I never remove or tamper with energy control devices without authorization
- ☒ I confirm equipment is back to safe operating condition prior to re-energizing

LINE OF FIRE

Keep yourself and others out of the line of fire



Serious Incident Safeguards

- ✓ I position myself to avoid:
 - ⚠ Moving objects
 - ⚠ Vehicles
 - ⚠ Pressure releases
 - ⚠ Dropped objects
- ✓ I establish and obey barriers and exclusion zones
- ✓ I take action to secure loose objects and report potential dropped objects
- ✓ I position myself to avoid:
 - ⚠ High pressure waterjets
 - ⚠ Energy sources from hoses

BYPASSING SAFETY CONTROLS

Obtain authorization before overriding or disabling safety controls



Serious Incident Safeguards

- ☒ I understand and use safety-critical equipment and procedures which apply to my task
- ☒ I obtain authorization before:
 - ⚠ Disabling or overriding safety equipment
 - ⚠ Deviating from procedures
 - ⚠ Crossing a barrier
- ☒ I obtain authorization before:
 - ⚠ Critical high pressure water blasting
 - ⚠ Operating or modifying equipment outside of the manufacturer's specifications

DRIVING

Follow safe driving rules



Serious Incident Safeguards

- ☒ I always wear a seatbelt
- ☒ I do not exceed the speed limit and reduce my speed for road conditions
- ☒ I do not use phones or operate devices while driving
- ☒ I am fit, rested and fully alert while driving
- ☒ I follow journey management requirements

HOT WORK

Control flammables and ignition sources



Serious Incident Safeguards

- ☒ I identify and control ignition sources
- ☒ Before starting any hot work:
 - ⚠ I confirm flammable material has been removed or isolated
 - ⚠ I obtain authorization
- ☒ Before starting hot work in a hazardous area, I confirm:
 - ⚠ A gas test has been completed
 - ⚠ Gas will be monitored continually

SAFE MECHANICAL LIFTING

Plan lifting operations and control the area



Serious Incident Safeguards

- ☒ I confirm that the equipment and load have been inspected and are fit for purpose
- ☒ I only operate equipment that I am qualified to use
- ☒ I establish and obey barriers and exclusion zones
- ☒ I never walk under a suspended load
- ☒ I understand the lift plan prior to starting work and keep hands off the load unless authorized
- ☒ I establish and maintain communication with lifting and rigging personnel

FIT FOR DUTY

Be in a state to perform work safely



Serious Incident Safeguards

- ☒ I will be physically and mentally in a state to perform my assigned duties
- ☒ I commit to not being under the influence of alcohol or drugs
- ☒ I will immediately notify a supervisor if I or a coworker may be unfit for work

If serious incident safeguards are not in place,
you have the responsibility and authority to

STOP WORK

All hazards, near misses, and incidents
involving serious incident safeguards must be
reported to your leader.



UNSAFE WORK AUTHORITY CARD

This card authorizes you to
STOP WORK
when working conditions and/or
behaviours are considered unsafe.

Present this card to your leader. Once
presented, the unsafe conditions or
behaviours must be addressed and
documented before the job may
proceed.



At CEDA, we are committed to
conducting business in a way that
actively promotes and protects the
health, safety and environment of our
employees, customers and the
general public. All employees are
required to follow procedures and
work safely.

You have both the **RESPONSIBILITY**
and the **AUTHORITY** to speak up and
stop unsafe activities. At CEDA, you
can do this without fear of
consequence.

This is my commitment to you.

If you have any safety concerns, I
encourage you to contact me directly
at 587-590-1467.

Aaron Borschneck
President & COO

