

# STANDARD OPERATING PROCEDURE

**Working on Water Operations**

Document Number: 961C-SOP-005

Original Approval Date: MAY 30, 2017

Revision Number: 3

Page 1 of 4

Latest Revision Date: MAR 10, 2024

Next Revision Date: MAR 10, 2027

Document Approval Level: 4

\*This document is not controlled if printed. \*

## WORKING ON WATER OPERATIONS

*Tammy Siver*

3	APP	Mar 7, 2024	Approved	J. Golka	G. Kuipers	T. Siver
2	APP	Feb 24, 2021	Approved	Raj Sharma	Gerald Kuipers	Barry Palmer
1	APP	May 30, 2017	Approved	Raj Sharma	Tammy Siver	Barry Palmer
<b>Rev</b>	<b>Status</b>	<b>Rev. Date</b>	<b>Status Description</b>	<b>Prepared by</b>	<b>Reviewed by</b>	<b>Approved by</b>

# STANDARD OPERATING PROCEDURE

<b>Working on Water Operations</b>		Document Number: 961C-SOP-005
Original Approval Date: MAY 30, 2017	Revision Number: 3	Page 2 of 4
Latest Revision Date: MAR 10, 2024	Next Revision Date: MAR 10, 2027	Document Approval Level: 4

\*This document is not controlled if printed. \*

*The following is a step by step procedure on how to complete a specific task or meet a facility specific requirement. Standard Operating Procedures (SOPs) are written for all identified critical tasks. By virtue of the hazard or complexity associated with critical tasks it is paramount that the SOP be followed as written. SOPs contain a listing of high-level hazards associated with the task, for detailed hazard analysis reference the applicable Task Hazard Assessments. SOPs do not replace the requirements contained in the company Standards, Codes, and Processes nor does it replace the need to comply with required legislation. Section 8.0 references documentation that the worker shall understand before work commences.*

## 1.0 PURPOSE

- To establish a company standard to safely and effectively carry out work as it applies to working on water operations.

## 2.0 SCOPE AND APPLICATION

- This document applies to all company Heavy Construction Mining operations. Ensure all site-specific requirements are being met or exceeded before performing the task.

## 3.0 HAZARDS AND CONTROLS

- Personal injury, drowning, hypothermia, contact with pond water, entanglement, lifting, strains.
  - Rescue vessel, trained rescue workers, life ring, personal floatation device/life jackets, marine survival suits (water temp and weather will determine), guard rails, active control zone, bitumen mats to be removed (skimming or towing boom) and/or work halted until clear of area.
  - Training MedA3
- Asset loss/damage, contact with pond water, stress.
  - Bailing device/bilge pumps, deploy marker buoy, radio communication, signaling device, rescue vessel, trained rescue workers, personal floatation device/life jackets, marine survival suits (water temp and weather will determine), minimal wake from larger vessels around smaller vessels, Training MedA3, weather observation.
- Personal injury, drowning, hypothermia, asset loss/damage, contact with pond water.
  - Identified hazards to clearly marked using a floating buoy, rescue vessel, trained rescue workers, life ring, personal floatation device/life jackets, marine survival suits (water temp and weather will determine), signaling device, soundings.
- Collision, contact with pond water.
  - Clear/confirmed radio communication, assigned radio channel, fenders for mooring to other vessels, signalers when working in close proximity, minimal wakes, restrict work with visibility, weather observation.

# STANDARD OPERATING PROCEDURE

<b>Working on Water Operations</b>		Document Number: 961C-SOP-005
Original Approval Date: MAY 30, 2017	Revision Number: 3	Page 3 of 4
Latest Revision Date: MAR 10, 2024	Next Revision Date: MAR 10, 2027	Document Approval Level: 4

\*This document is not controlled if printed. \*

- Exposure to elements, asset loss/damage, hypothermia.
  - Radio communication, signaling device, secondary means of propulsion, personal floatation device/life jackets, marine survival suits (water temp and weather will determine), Preventative maintenance program.
- Smoke inhalation, man over board, asset loss/damage.
  - Appropriate size and number of fire extinguishers, fire suppression (qualifying assets), rescue vessel, trained rescue workers, personal floatation device/life jackets, marine survival suits (water temp and weather will determine), Training, MedA3, extinguisher.
- Complications to injury or condition, loss of life.
  - Emergency response procedures, trained first aiders, rescue vessel, trained rescue workers.

## 4.0 CHECKLIST

- Attend all preparatory meetings (IE: daily PSI; job scope; review of JSA's and SOP's for the job)
- Complete FLRA cards before starting the work.
- Ensure all personnel involved in the task are aware of the hazards and the controls to be used, as identified in the SOP's; JSA's; and FLRA's
- Conduct a pre-job inspection of all equipment to be worked on and tools to be used.
- Standard of Training required for working on this job: On-the job training.**

## 5.0 DEFINITIONS

### 5.1 Company

- Means North American Construction Group Ltd. (NACG) and all directly or indirectly owned subsidiary companies, including joint ventures.

### 5.2 Company Personnel

- Includes the Company's employees, officers, directors, agents, associates, consultants/contractors, temporary employees and third-party processors.

### 5.3 HSE

- Refers to the Health, Safety & Environment department.

## 6.0 PROCEDURE

1. Supervisor and/or Lead hand will discuss the task and plan the safest way to approach the work. Workers will complete an FLRA card to identify hazards and controls.
2. Weather conditions will be checked/assessed to confirm it is safe to be on the water (i.e. storms, high winds or lightning).



# STANDARD OPERATING PROCEDURE

<b>Working on Water Operations</b>		Document Number: 961C-SOP-005
Original Approval Date: MAY 30, 2017	Revision Number: 3	Page 4 of 4
Latest Revision Date: MAR 10, 2024	Next Revision Date: MAR 10, 2027	Document Approval Level: 4

\*This document is not controlled if printed. \*

3. Inspect equipment and ensure appropriate rescue devices are available. Ensure the ERP is reviewed and workers understand the emergency response procedures.
4. Confirm radio communication is working and signaling devices are available.

## 7.0 NOTES

If this task is to be done by a method different than described in this SOP, the work must **STOP** and the alternate method must be **DOCUMENTED** with an adequate hazard assessment tool such as a JSA. The document must be **APPROVED** by a supervisor before such procedures are implemented.

## 8.0 REFERENCES

- Alberta Occupational Health and Safety Act, Regulation and Code – {Part 7, Section 115-118 Emergency Preparedness and Response}
- Alberta Occupational Health and Safety Act, Regulation and Code – {Part 18, Section 240-241 Life Jackets and Personal Flotation Devices}
- 950C-C-033 Inclement Weather Code
- 961C-SOP-001 Marine Vessel Operations

## 9.0 APPENDICES

- No appendices.