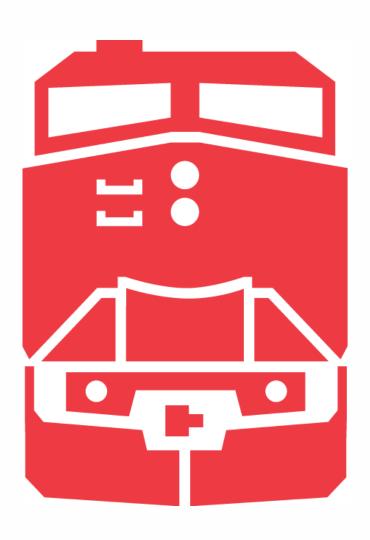
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Appendix B

CPR Canada Minimum Safety Requirements



MINIMUM SAFETY REQUIREMENTS FOR CONTRACTORS WORKING ON CP PROPERTY IN CANADA

E-RAILSAFE CANADA SAFETY ORIENTATION

July 2014

Introduction



Operate Safety

At CP, safety is an integral part of the way we do business and is one of our foundations. We expect everyone working on behalf of CP to be unconditionally committed to safety. Safety must be given top priority.

We are committed to provide a safe and healthy working environment for all railway and contractor employees' and we welcome you to our property.

This presentation provides you with a general safety orientation and the minimum safety requirements that must be adhered to when working for CP on our property. It is designed to supplement your e-learning experience.



Introduction

CANADIAN Corporate Safety Pacific Policy

Goal

Our goal is to be the safest railway in North America.

Corporate Commitment

- We will integrate workplace, operational and public safety into everything we do.
- We will meet or exceed all applicable safety laws and regulations.
- We will establish safety objectives and develop plans to meet our goal.
- We will provide the leadership, training, tools and resources needed to maintain a safe and healthy work environment.
- We will maintain and continuously improve our safety culture, processes, technologies and management systems.

Manager Accountability

- We will make the Health & Safety of our workplace and our operation our first priority.
- We will empower all employees to perform their work safely and to participate in safety processes.
- We will assess the potential risk of all safety hazards and develop action plans to prevent accidents and injuries.
- We will investigate safety incidents, determine cause and apply appropriate corrective actions to reduce the risk of recurrence.

Employee Accountability

- We will make our Health & Safety and that of our co-workers our first priority and personal responsibility.
- We will identify and report all Health & Safety hazards and incidents.
- We will comply with all rules and standards to ensure operational and public safety.

No job on our railway will ever be so important that we can't take the time to do it safely.

Recommitment date: January 1, 2014

E. Hunter Harrison Chief Executive Officer



Introduction

CANADIAN PACIFIC

Environmental Policy

Canadian Pacific is committed to conducting its operations and activities in a manner that:

- Protects the environmental health and welfare of its employees and other persons who may be affected by its operations and activities;
- Protects the natural environment to meet the needs of today without hindering the ability of society to meet future needs;
- Meets or exceeds environmental requirements of government applicable to its operations and activities; and
- Keeps employees and the public informed about its environmental plans through communications programs.

Protect Our Environment Today for Tomorrow

Recommitment date: January 1, 2014

E. Hunter HarrisonChief Executive Officer



Scope

CP's Minimum Safety Requirements for Contractors Working on CP Property in Canada and the contents included within this presentation apply to all contractors and other persons performing work or otherwise providing services on CP property in Canada.

CANADIAN PACIFIC

MINIMUM SAFETY REQUIREMENTS FOR CONTRACTORS
WORKING ON CP PROPERTY IN CANADA



Effective: September 15, 2010

No job on our Railway will ever be so important that we can't take the time to do it safely.

Work Smart, Stay Safe



Scope Cont.

CP's Minimum Safety Requirements for Contractors Working on CP Property in Canada and this presentation provide a basic overview of what is required. For complete details refer to a written copy of Minimum Safety Requirements for Contractors Working on CP Property In Canada.

Important -

In addition, prior to commencing work, all contractor personnel must participate in an on-site safety orientation presented by the CP Manager-in-Charge or designate that covers the following at minimum:

- Scope, time, duration, geographical limits of work being performed;
- Identification/assessment of hazards inherent in the work to be undertaken or generated by the work processes to be used and controls used to mitigate them, including any applicable track protection to be provided;
- Any local safety issues, rules or requirements;
- Local communication procedures including emergency call-out/response;
- Location of first aid and fire fighting equipment; and
- Local emergency evacuation plans and assembly locations.



Contents

- Compliance
- Job Briefings
- Security
- Qualifications & Personal Conduct
- Personal Protective Equipment & Clothing
- Protection of Railway Property & Traffic
- Railway Track Protection- Mainline & Sidings
- Railway Track Protection- Yards
- Working Near Tracks

- Site Conditions & Worksite Safety
- Equipment, Machinery & Tools
- Hazardous Materials & WHMIS
- Operation of Highway Vehicles
- Communication
- Emergency & Incident Reporting
- Emergency Response Plan & First Aid
- Fire Protection
- Conclusion



Compliance

As a contractor you are responsible for ensuring:

- your own safety;
- the health and safety of others you work with;
- the health and safety of CP employees you maybe working in proximity to or with;
- · the protection of the environment;
- · the protection of CP's property; and
- your work does not interfere with safe railway operations

In addition, you must:

- be properly trained and qualified to safely perform the work;
- be in possession of any required certifications, licenses, permits or written authorizations;
- be in possession of the required identification while on CP property;
- be in compliance with CP's Minimum Safety Requirements for Contractors Working on CP Property in Canada and your company's Contractor Safety Management Plan; and
- comply with all applicable legislation related to health, safety, security and the environment.





Compliance Cont.

To ensure compliance and the safety of the work, CP reserves the right to:

- review your Company's Safety Management Plan;
- review your training records;
- observe, inspect, test and audit all contractor personnel for compliance; and
- ask for records and documentation providing evidence of compliance.

Failure of you or your company may result in CP:

- taking over control of the work;
- ordering the work to stop; and/or
- ordering you and/or your Company to leave CP property.



Job Briefings

Contractor Personnel shall:

- attend all job briefings whenever required;
- have an understanding of the scope of work to be performed;
- be aware of any specific or unusual hazardous conditions;
- be alert to hazards that may result from interaction of work being performed by the contractor and any CP personnel or other 3rd parties that are in proximity;
- identify and communicate hazards to their supervisor and all others who may be affected; and
- take interim measures to protect people, property, equipment and the environment until the hazard can be properly assessed and appropriate corrective actions taken.



When CP employees are working with or in proximity to contractor personnel or are assigned to provide track protection, operate track units or other duties, they must be included in the job briefing.



Job Briefings Cont.

- Review work/task to be done 5 W's (who, what, where, when and why).
- Consider existing and potential hazards associated with the work.
- Break the work down into manageable steps.
- Determine appropriate Controls
 - Engineering
 - Administrative
 - Personal Protective Equipment
- Determine PPE and Safety equipment required for the job(s).
- Determine if utility locate is required (i.e. power, fiber optics, pipelines, etc.).
- Determine track protection to be used.
- Identify first aid and emergency response requirements.





Job Briefings Cont.

Consider how the work is to be assigned:

- Group assignments
- Individual Assignments
- Abilities and experience of individuals
- Ensure all parties involved in the work participate in the job briefing
- Confirm the information relayed in the job briefing is understood by all
- Ensure another job briefing is performed when the job tasks and/or work environment changes
- Record any information as required





Security

ACCESS TO CP PROPERTY

All Contractor Personnel must have the following identification on their person to present upon request:

- 1) photo identification;
- 2) proof of employment document or card;
- 3) decal, identification card, or other proof of safety orientation issued by CP;
- 4) access pass, issued and signed by the Manager-in-Charge where work requires Contractor Personnel to ride in any locomotive or non-passenger rolling stock;
- 5) security identification card, where required by CP;
- 6) building access pass, where required by CP or by a 3rd party having control of the premises.

Note:- An eRailsafe Canada issued photo identification badge (as pictured) will satisfy 1 thru 3 above.





CANADIAN PACIFIC AUTHORIZED CONTRACTOR
Name:
Company:
Location:
Issued: / / Expires: / / /
CP Manager Signature:
Contract Number:



Security Cont.

SECURITY AWARENESS

All Contractor Personnel must have some understanding of the following while working on CP property:

- basic understanding of railway security awareness;
- the importance of monitoring and reporting any suspicious persons, activities, or objects; and
- · staying alert to the environment.



Refer to CP's Security Awareness orientation located on eRailsafe Canada.

REPORTING SECURITY CONCERNS

You must report any security concern, security incident, criminal activity (known or suspected), suspicious happenings and/or suspicious persons on CP property to the Manager-In-Charge or to CP Polices Services at 1-800-716-9132.



Qualifications & Personal Conduct

- Entry onto CP property when in possession of, or under the influence of alcohol, intoxicants, narcotics, or controlled substances is strictly prohibited.
- No person working on CP may be subjected to any form of discrimination or harassment, including sexual harassment.
- Acts or threats of violence are unacceptable at all times on CP property.
- Horseplay, practical jokes, fighting or any other activity that may create a safety hazard will not be tolerated.
- Smoking, including the use of e-cigarettes is only permitted in designated outdoor smoking areas.
- Firearms (loaded or empty) and explosives are not permitted on CP property except when authorized.
- Use of personal electronic devices, such as portable audio and video devices such as iPods, Tablets, DVD, CD, MP3 and game players is prohibited.
- Operating, riding in or on CP rolling stock, equipment and vehicles is not permitted unless authorized or in the case of emergency.



Qualifications & Personal Conduct Cont.

Except in emergency situations or where authorized by CP, use of electronic communication devices, including radio, cell phones, Blackberries, PDAs, Palm Pilots, walkie-talkies, GPS navigation units, portable computers and other similar devices, is prohibited:

- while operating a highway vehicle, unless it is stopped and parked in a safe location;
- while operating or assisting in the operation of any railway equipment or mobile equipment;
- while operating power tools, equipment or machinery;
- when <u>foul of track</u>* for any reason; or
- whenever use of such device creates an unsafe condition

*Foul of track—means being in proximity to a track such that the individual or equipment could be struck by a moving train or track unit, or in any case within 4 feet (1.2 m) of the outside of the nearest rail.



Personal Protective Equipment & Clothing

You must wear the following PPE that meet CSA standards at all times while working on CP property unless otherwise specified:

Safety footwear (CSA Z195 - Grade 1/Green triangle patch)

 Recommended your safety footwear has a defined heel, and is laced and securely tied for increased ankle support.

Hard hats (CSA Z94.1)

 Recommended hard hats have high visibility characteristics which are not obscured by markings or decals.

Safety glasses (CSA Z94.3) with permanently attached side shields

- Tinted safety eyewear must meet Canadian Military Standards for red signal recognition if operating railway equipment.
- Personal sunglasses are discouraged and not permitted to be worn if operating railway equipment.
- Transition lenses are discouraged and should be worn with caution when working in changing light conditions.

High Visibility Apparel (CSA Z96), Class 2 preferred

- Must not be covered by other clothing or equipment except where necessary for safety reasons (i.e. when wearing fall protection equipment).
- Lime green/yellow high visibility apparel is recommended when working on, or near railway tracks, or working in proximity to CP personnel





Personal Protective Equipment & Clothing Cont.

Additional PPE

As required by applicable legislation, CSA standard or otherwise required to protect you from injury must used.

This includes but is not limited to:

- Fall protection equipment
- Hearing protection when working in areas:
 - consistently >87 dBA;
 - exceeding 115 dBA at any time; and
 - any other work areas where posted or so notified by CP management
- Respiratory protection
- Hand protection
- Additional eye and face protection
 (i.e. welding goggles and helmets, splash goggles, face shields)

Work Clothing

 You must wear clothing that meets applicable legislation and is suitable to perform your work safely, including Nomex or Proban fire-retardant protective gear when performing TDG work or handling hazardous materials, as required.





Protection of Railway Traffic & Property

 Where the worksite is in close proximity to, is located on, above, or below railway tracks, special attention, care and precaution shall be taken to ensure your safety, the safety of CP employees, all other 3rd parties and to protect CP's property and railway operations.

 You must be made aware of all unique and inherent hazards working near, on, above or below railway tracks and you must be fully trained and equipped to work safely.





Protection of Railway Traffic & Property Cont.

- As a general rule 50 feet (15.2 m) on either side of track centre is CP property and is referred to as the "right-of-way".
- Avoid this area at all times unless authorized by CP and you are properly protected, as required.

Your work must be organized and executed in such a manner to ensure no interference with the safety of railway operations.

Note – all distances referenced on Slides 23 thru 26 are from the nearest track.





Protection of Railway Traffic & Property Cont.

 Prior to starting any work on CP property; authorization, a local safety orientation and proper protection (if deemed necessary by CP) is required.

CP will determine the type of track protection required through prior risk assessment based on the type of work to be performed.

Examples include, but are not limited to:

- A Canadian Railway Operating Rules (CROR) qualified Flag Person
- Track Occupancy Permit (TOP) provided under CROR rules
- Red flag protection provided under CROR rules
 - indicates that CP employees are working on or foul-of-track, or the track is out of service and the movement of trains or other railway equipment is prohibited.
- Blue flag protection
 - indicates that CP employees are working on, under, or between railway equipment.

Signs, signals and flags are important safety devices and shall not be obstructed, removed, relocated, disabled or altered in any way without proper CP authorization and qualification.







Protection of Railway Traffic & Property Cont.

- If a flag person is used to protect your work area you must ensure clear communication at all times between yourself, your co-workers and CP's flag person.
- A safety briefing between the CP flag person and all contractor personnel must occur before beginning any work on or foul-of-track.

In addition, you must ensure you aware of:

- flagging distance limits;
- · time limits; and
- any adjacent tracks where movement of railway equipment may still occur.

You must not assume that a rail equipment movement is being stopped or cleared unless clear communication is received directly from CP's flag person.

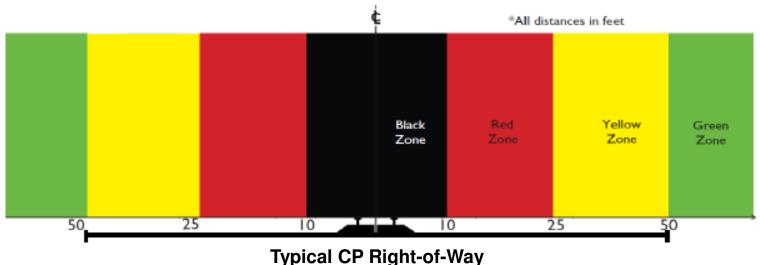






Railway Track Protection – Mainline & Sidings

The diagram and explanations (on the next three slides) outlines the different levels of permission / protection required prior to accessing and working on CP property



Black Zone

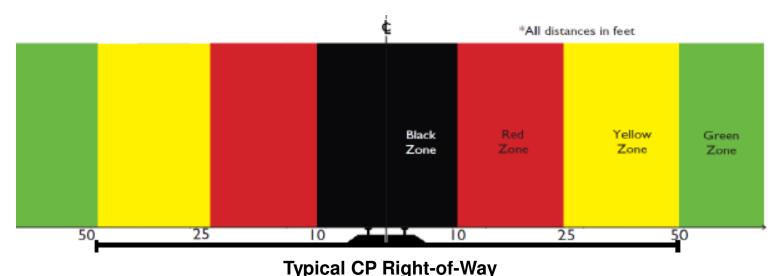
0-10 feet (3.01 m) from track centre

No machinery, persons, equipment or parts of equipment are permitted within **10 feet (3.01 m)** from track centre at any time unless authorized and properly protected. One week advanced notice is required.

Any violation creates a restricted clearance that is hazardous to CP operations. Notify the Operations Centre Calgary (see slide #38) immediately of any situation that causes an obstruction within this zone without authorization and proper protection in place.



Railway Track Protection – Mainline & Sidings Cont.



Red Zone

10 feet (3.01 m) - 25 feet (7.62 m) from track centre

Written authorization by CP must be obtained prior to any work taking place within the Red Zone. Prior risk assessment based on the nature of the work to be performed will determine what type of track protection maybe required to work within this zone. One week advance notice is required.

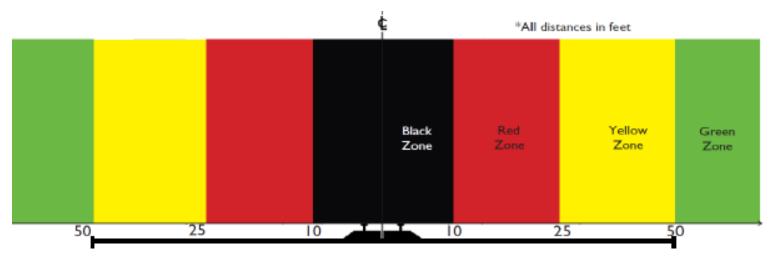
Yellow Zone

25 feet (7.62 m) – 50 feet (15.2 m) from track centre

CP must be advised and you must be authorized prior to working within this zone.



Railway Track Protection – Mainline & Sidings Cont.



Typical CP Right-of-Way

Green Zone

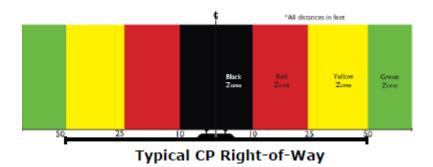
> 50 feet (15.2 m) from track centre

This is outside of the right-of-way and prior CP authorization before starting work and track protection while working is not required by CP.



Railway Track Protection – Yards

All zones as discussed in the previous four slides appear in yards as well. However, due to decreased distances between track centres (i.e. multiple track yards) the outer zones (i.e. green, yellow, and red) may not be present in all areas.



Remember...

- Authorization, local safety orientation, and track protection must be provided by CP prior to working near, on, above or below any railway tracks.
- Other protection, as required determined by CP shall be arranged by a qualified person.

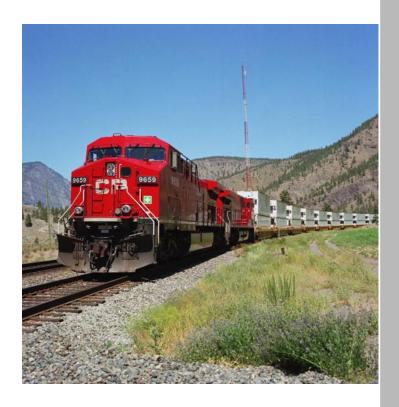




Working Near Tracks

You must be aware of and understand how you are being protected from moving rail equipment and comply with the following safety requirements when working foul-of-track or otherwise near railway tracks.

- Be alert to train and rail equipment movements at all times- treat all tracks as live.
- Expect the movement of trains, engines, railway cars, or other mobile railway equipment at any time, on any track, and in any direction, even if they appear to be stationary or in storage whether on foot or operating a vehicle or equipment.
- This includes, not standing on or between adjacent tracks in multiple track territory.
- Be especially alert within yard and terminal areas as:
 - locomotives may be pushing railway cars;
 - railway cars may be moving without any locomotive attached;
 - trains maybe moving remotely;
 - locomotives and railway cars change tracks often; and
 - movements maybe occurring simultaneously on adjacent tracks.





Use caution when crossing tracks:

- Watch for moving trains/equipment in both directions on tracks when approaching, crossing or fouling tracks with vehicles and on foot. Do not stand on or foul of the track in front of approaching equipment
- Do not walk, stand, or sit on the rails as the surface can be extremely slippery. Step over the rails at right angles to the track when crossing.
- Watch for slippery ties and debris on the track. Be aware that the ballast (i.e. crushed rock under the ties and along right of way) can easily shift when walking. Maintaining situational awareness and wearing quality safety footwear properly is important.
- Do not walk between the rails unless proper protection is provided by CP.
 - Avoid walking between tracks (i.e. within the devil's strip). If required, confirm and understand how you are being protected from moving trains/equipment.





<u>Fouling track</u>— the placement of an individual or an item of equipment in such proximity to a track that the individual or equipment could be struck by a moving train or track unit or in any case within four (4) feet of the field side of the nearest rail.



- Stay at least 15 ft (4.6 m) away from the end of stationary cars or locomotives when crossing tracks(s).
- Ensure a minimum of 50 ft (15.2 m) separation prior to crossing between any railway equipment.
- Never climb on, under or between railway equipment unless authorized by CP and proper protection is provided.

- Stay away from any railway device you are unsure of and be aware that some track switches are remotely operated and the switch points can move without notice with enough force to crush ballast.
- Do not line switches or operate rail equipment unless qualified or specifically authorized.







Be alert when working around rail tracks and yards...there are many

different types of vehicles and equipment to watch out for.



Locomotives



Track Mobiles



Mobile Equipment



Hi-rail Equipment



Top Lift Equipment



Rail Cars



Vehicles/ ATV's













- Be alert for rail equipment moving on adjacent track(s).
 Do not rely on others to protect you from railway equipment movement.
- Only qualified personnel who are specifically authorized by CP are permitted to operate, alter, or obstruct any track, bridge, structure, or signals & communications equipment.
- Unless authorized in writing, contractors' employees are not permitted to operate or ride on any CP rolling stock.
- No work activities are allowed within 50 ft (15.2 m) of of any track centre line while trains are passing through the worksite unless specifically authorized by CP. All buckets, shovels, and loads on cranes must be lowered to the ground to rest, and cranes without a load must have their load line tightened or retracted to prevent movement.
- Do not remain in equipment or machinery that is within 50 ft (15.2 m) of a passing train and step out on the non-live side of the track (where possible).
 - Stand at least 20 ft (6.1 m) back from the track(s) to prevent possible injury from any flying debris or loose rigging. Observe the train as it passes and be prepared to take evasive action in the event of an emergency.





Site Conditions & Worksite Safety

- Prior to commencing any work, the contractor must ensure they taken the time to identify all site conditions that may be a hazard or a potential hazard including the location of underground or overhead services (i.e. power, fiber optics, pipelines, etc.).
- Ensure you aware of the location of structures or obstructions where track clearances are close.
- All material and equipment are to be secured and stored clear of all tracks (a minimum of 12 feet to the nearest rail unless authorized in writing).
 - Sightlines at crossings must not be obstructed.
- Do not foul or disturb ballast at any time unless authorized.





Be conscious to protect the natural, physical and biological environment of the work site and comply with all environmental regulations.



Equipment, Machinery & Tools

You must ensure that all equipment, machinery, and tools used:

- be in good working order, properly serviced and maintained;
- be safe for their proposed use and used only for the purposes as specified by the manufacturer;
- not foul-the-track with any equipment or machine without a CP flag person and proper track protection;
- be in compliance with applicable legislation;
- if mobile, must be equipped with appropriate safety devices (e.g. lights, horns, back-up alarms, safety beacons, etc.) where required, and prevented from moving when not in use through the use of hand brakes, wheel blocking, wheel chocking and/or a derail where applicable.



The use of CP owned tools by contractor personnel is prohibited unless specifically authorized by local CP management.



Equipment, Machinery & Tools Cont.

 Do not move equipment and machinery across tracks except at established road crossings, or unless under the protection and authorization of a CP flag person and only if the jobsite has been properly prepared for such a move.

Note- Tracked equipment will require a CP flag person any time tracks are crossed.

 Do not move equipment and machinery across railway bridges or through tunnels, except as expressly agreed to by CP and under the direction of a CP flag person.







Unattended Equipment or Machinery

- Equipment, machinery and tools must not be left unattended at any time or stored on CP property, unless authorized in writing by CP.
- If authorized to leave any equipment, machinery, or tools unattended or stored on CP property you must ensure that:
 - storage is restricted to the area designated by CP only;
 - all are secured in a safe location well clear of all tracks to prevent accidental contact with railway equipment and they do not restrict train crew sightlines; and
 - as much as possible be stored in locations out of public view.





Excavations

- Before starting any excavation operations it must be confirmed there are no underground wires, fibre optic cables, pipelines, or other utilities which could be damaged or, if present that such installations are properly protected.
- Fibre optic cables are present on most segments of CP's right-of-way. Prior to starting any excavation you must contact the proper authority to obtain the necessary permit and to locate and protect such cables or other underground utilities.
- Excavations must not be left unattended unless they are properly protected and the Manager-in-Charge is notified.



You must contact the CP Manager-in-Charge for CP locate services and your local Call Before You Dig /One Call service prior to starting any excavation work.



Hazardous Energy Control- Lockout/Tagout

- You must follow your own company's lockout/tagout program and procedures (providing they meet or exceed applicable legislative requirements) if you are working completely independent and isolated from CP personnel and the equipment or machinery you have locked/tagged out will have no impact on CP employees.
- In situations, where, your work may impact CP employees
 (i.e. both Contractors and CP employees working on the
 same or related machine, equipment and/or process or the
 hazardous energy being controlled could impact CP
 employees if not controlled properly) the requirements as set
 forth in CP's Hazardous Energy Control- Lockout Policy and
 related procedures must be followed.



You must not remove any CP applied lock or tag, including any bad-order equipment tags.



Electrical Safety

 In addition, to all lockout/tagout requirements, mentioned on the previous slide, all electrical work must comply with applicable legislation including applicable Canadian Electrical Code and CSA/NFPA requirements.

If working on electrical systems in proximity to CP personnel you must inform them of the following:

- existing or potential electrical hazards;
- any specific additional PPE that may be required;
- · applicable safe work practices;
- applicable emergency and evacuation procedures; and
- apply lockout/tagout procedures as per the previous slide.
- You must not operate or allow cranes or other mobile equipment to approach closer to any live electrical power line as per applicable legislative requirements.





Railway pole lines carry electrical power and should be treated as any other power line (600 volts – 17.4 Kv).



Confined Space Entry

 You must be properly qualified and authorized as per legislative requirements including following applicable confined space entry/rescue procedures to enter and work in a confined space.





Lifting Devices

All lifting devices including but not limited to jacks, cranes, cables, slings, and chains, etc. must:

- meet applicable legislation governing design, inspection, maintenance and operation;
- be safety certified and tagged with load capacity limits where required;
- · have sufficient capacity for the planned lift; and
- in the case of jacks have sufficient footing or support area to properly distribute the load during a lift

Explosives/Explosive Actuated Tools

 You must be qualified and licensed in accordance with applicable legislation, and authorized by CP, to use any explosives or explosive actuated tools





Welding and Torch Cutting

When welding or torch cutting you must ensure the following:

- · you are properly trained and qualified;
- all closed containers are properly purged;
- direct flame or sparks away from other workers, equipment and flammable material;
- · have a fire extinguisher readily available; and
- keep compressed gas and oxygen cylinders properly labeled and stored with the regulators removed and the caps applied in a secure, vertical position located in vented cabinets or other designated locations.





Hazardous Materials & WHMIS

General Requirements

- If at any time your work involves, the use, handling storage or disposal of hazardous materials you must inform the Manager-in-Charge.
- You must be fully trained in the handling of hazardous materials and be in full compliance with applicable legislation and as directed by the Manager-in-Charge.
- In addition, you must follow appropriate processes, systems and controls in place to prevent or otherwise mitigate potential environmental, health, safety, and security risks associated with the handling of hazardous materials.

Material Safety Data Sheets (MSDS's)

- Prior to beginning any work that may expose CP personnel to hazardous materials you must:
 - provide a copy of the respective MSDS to the Manager-in-Charge; and
 - keep a copy of the MSDS at the work site and ensure that it is readily available at all times.





Hazardous Materials & WHMIS Cont.

Hazardous Material Incident or Spill

In the event of a hazardous material incident or spill you must:

- ensure that no contractor or CP personnel have or will be exposed;
- take all reasonable actions to contain the spill;
- respond in accordance with your emergency response plan; and
- notify CP immediately in accordance with the instructions on Slide 49.





Operation of Highway Vehicles

Prior to the operation of any highway vehicle whether operated on CP property or not or used to transport CP personnel, you must ensure the following:

- all required pre-trip inspections and any required legislated periodic inspections are completed; and
- the vehicle is maintained in safe operating conditions at all times and is in compliance with applicable motor vehicle regulations and license requirements.



As an operator of a highway vehicle, you must:

- hold a valid driver's license for the class of vehicle being driven;
- strictly comply with all posted signs, signals and all obey applicable legislation;
- maintain all required vehicle inspection and driver logs and make available to the CP Manager-in-Charge upon request;
- always wear seat belts if operating or riding in a vehicle equipped with them unless you are actively engaged in inspections on CP property and only when the vehicle is driven under 25 Km/h; and
- comply with CP's Use of Electronic Devices requirements as per Slide #16.



Operation of Highway Vehicles Cont.

While driving on CP property you must:

- travel only designated roadways unless otherwise instructed;
- keep daytime running lights on (if so equipped);
- not exceed 25 Km/h (15 mph) unless otherwise posted;
- come to a full stop at all blind corners, rail and roadway crossings;
- yield the right-of-way to all mobile equipment and all other non-highway equipment or service vehicles;
- not drive within 50 ft (15.2 m) of the closest track centre line unless authorized by CP and not park foul of-track unless on- track protection is provided;
- not remain in a vehicle that is within 50 ft (15.2 m)
 of a passing train unless specifically authorized by CP
 and is necessary and where this not possible, park the
 vehicle as far away from the tracks as possible and walk
 to a safe location standing at least 20 ft (6.10 m)
 from the tracks, where possible.





Operation of Highway Vehicles Cont.

While driving on CP property you must:

- · not leave vehicles running unnecessarily;
- park only in pre-determined or designated areas;
- always use the parking brake (or wheels chocks) when leaving an unoccupied vehicle running;
- recommend where safe and practicable, back vehicles into marked parking spaces to avoid reverse collisions or park so that you can drive through forwards when exiting; and
- ensure all vehicle loads are secured in accordance with applicable legislation and required permits, this includes the transportation of dangerous goods.



All contractor personnel operating a highway vehicle or mobile equipment in any CP Intermodal Facility must complete CP's Drive Safety Orientation program prior to first entry, and from time to time as directed by the Manager-in-Charge



Communication

Regular communication must be made with a CP representative prior to work on railroad property.

Examples include:

- CP Manager-in-Charge.
- Others?

Establish who will be the contact in an emergency situation.



Emergency & Incident Reporting

When an accident/incident, injury or spill emergency occurs on CP property, you must:

- Call 911 (where this emergency response system exists) or local emergency services to get Emergency Medical Services (EMS) en route
- Immediately report it to the Operation Centre (OC) Canada 1-800-795-7851 or to the CP Manager-in-Charge;
 - this includes any emergency situation wherein a hazardous condition may affect/impact the safe passage of our trains, the safety of our employees, contractors or the general public immediately
- provide the requested information when prompted, to the best of your knowledge at the time and advise if 911 has been called; and
- follow instructions given to protect the scene

For incidents requiring Police Services contact CP Police 1-800-716-9132

Incident Reporting:

- All accidents, injuries and incidents must be reported as soon as possible after they occur.
- Written reports are to be completed.
- You may also be required to submit reports as per your company report standards.
- All incidents must be investigated.



Emergency Response Plan and First Aid

Emergency Response Plan

 Your company must maintain a current emergency response plan and make it available to CP on request. In the event of a hazardous material incident or spill you must:

As a minimum this plan must include:

- contractor reporting procedures in the event of an incident or spill;
- emergency response contacts and phone numbers, including phone numbers for CP incident reporting and local CP managers;
- emergency response and/or containment measures to be taken in the event of an incident or spill

A sample Emergency Information Sheet template is included as Appendix A within CP's Minimum Safety Requirement for Contractors Working on Railway Property in Canada.





Emergency Response Plan and First Aid Cont.

The site safety plan must also include emergency call-out/response and evacuation procedures, including:

- muster locations
- personnel to meet/direct Emergency Medical Services (EMS), etc.

These procedures are to be tested on a semi-regular basis



Designated Meeting Location





Emergency Response Plan and First Aid Cont.

Initial Response:

Initial response to any emergency condition must follow the following sequence:

- protect the safety and security of all individuals and communities;
- provide environmental protection and mitigation;
- conduct incident investigation and evidence reservation; and
- restore railway operations.

First Aid:

- Your worksite must have sufficient first aid qualified personnel and the required first aid supplies and other required first aid equipment (i.e. stretchers, emergency eye wash/showers, etc.) onsite suitable for the crew size, nature of the work being performed and location, all of which, at a minimum must comply with applicable legislation.
- It must be regularly inspected prior to the commencement of work and after each use. Any missing or altered articles must be promptly replaced.



Designated Meeting Location







Fire Protection

Your worksite, including equipment, machinery and vehicles must have appropriate fire extinguishers, suitable in type, size and quantity appropriate for the nature of the work being performed and meeting applicable legislation at all times.

You must take the necessary precautions to prevent fires, including:

- · smoking in designated areas only;
- storing flammable materials in proper containers;
- storing and transporting flammable liquids in approved containers only;
- proper disposal of flammable materials daily;
- preventing the accumulation of static electricity when dispensing or transferring flammable liquids by using proper grounding and bonding techniques;
- avoid using cutting or welding processes during the last one-half hour of shifts, where possible;
- take special precautions when using flares/fusees, ensuring they are completely extinguished when finished with them;
- · fully extinguish or provide protection for any fire on CP property; and
- promptly advising CP of any fir on CP property as per the instructions on slide #49.

If you are working on the CP right-of-way where a high risk of fire exists (i.e. during rail grinding/welding operations) you must have:

- appropriate fire prevention and suppression plans (including emergency numbers for CP, local fire services and fire control districts); and
- additional fire fighting equipment and trained personnel on site, as required by applicable legislation.





Conclusion

CP's Minimum Safety Requirements for Contractors Working on Railway Property and this presentation provide a basic overview of what is required. For complete details refer to a written copy of Minimum Safety Requirements for Contractors Working on CP Property In Canada (copies are available on eRailsafe Canada or from your CP Manager-in-Charge).

Important-

In addition, prior to commencing work, all contractor personnel must participate in an on-site safety orientation presented by the CP Manager-in-Charge or designate that covers the following at minimum:

- Scope, time, duration, geographical limits of work being performed;
- Identification/assessment of hazards inherent in the work to be undertaken or generated by the work processes to be used and controls used to mitigate them, including any applicable track protection to be provided;
- Any local safety issues, rules or requirements;
- Local communication procedures including emergency call-out/response;
- Location of first aid and fire fighting equipment; and
- Local emergency evacuation plans and assembly locations.



Remember These Safety Tips

- Ensure that Health & Safety is the first consideration on all jobs.
- Expect movement at any time in any direction on any track.
- Do not walk on or between rails.
- Ensure firm footing and clear path.
- Follow safe work procedures short cuts are dangerous.
- Report Hazards.
- Remember— no job on our railroad is so important that we can not take the time to do it safely.



Thank you for your participation. Let's work together safely.



