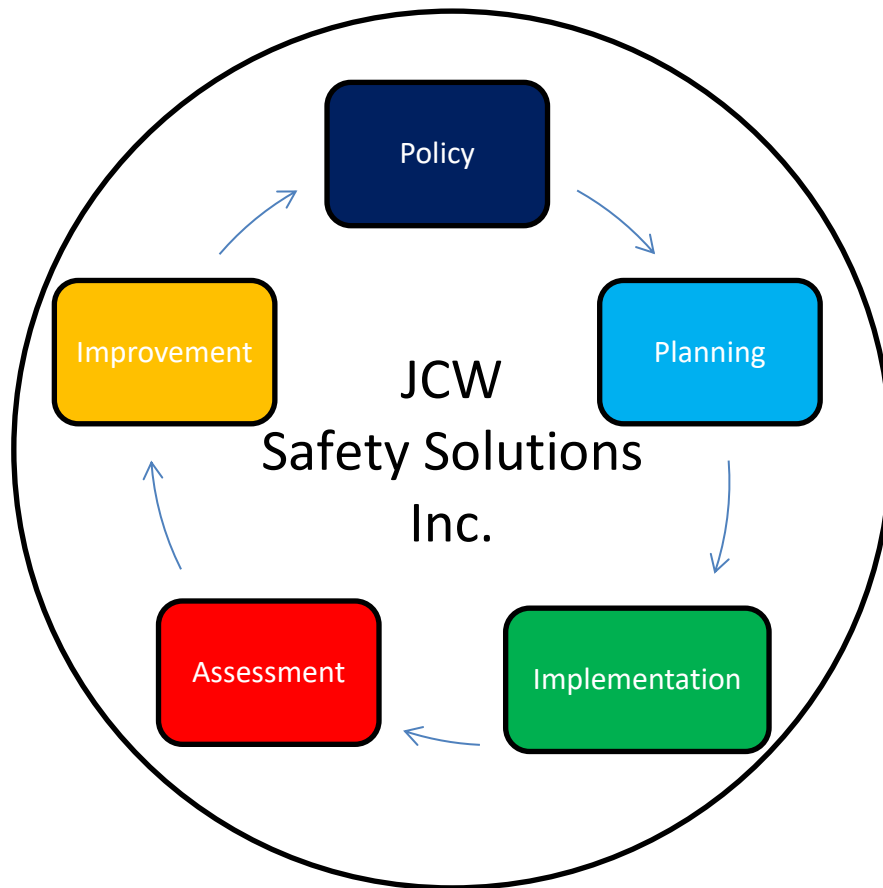


LEGAL AND OTHER REQUIREMENTS



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1.0 PURPOSE & SCOPE

The purpose of this procedure is to explain how legal and other requirements have been identified and addressed in the H&S-MS, to describe the process for identifying any new H&S requirements arising from emerging laws, regulations, consents or permits, and describe the process of tracking compliance with, and close-out of Commitments.

This Procedure describes how the Project has identified and will continue to identify applicable Federal, Provincial and Municipal legislation regarding Health and Safety. This Procedure covers the following:

- **JC^W Safety Solutions Inc.** general legal framework
- Preparation of the H&S Register of Legal Requirements
- Identification and review of draft H&S legislation
- Identification and analysis of new H&S legislation and update of the H&S Register of Legal Requirements
- Identification of new H&S requirements arising from new or amended consents or permits
- Tracking compliance with, and close-out of Commitments.

Exceptions to this document include:

- Legal and other requirements that are not related to H&S Issues.

2.0 OBJECTIVES AND GOALS

The objective of this Procedure is to define a systematic approach for **JC^W Safety Solutions Inc.** to identify, document, evaluate, rectify and close-out commitments in the areas of H&S that might occur during Project construction, both with its own activities and those of any Contractor.

3.0 RESPONSIBILITIES

Any worker is responsible for contacting **JC^W Safety Solutions Inc.** H&S Department Representatives to report any deficient condition that they may have observed and deemed to be an H&S non-conformance resulting from Project construction activities. The responding H&S Representative shall be responsible for formally determining if conditions warrant the classification of a Project non-conformance and, if so, initiating the documenting and tracking process for its systematic resolution.

3.1 H&S Manager

The H&S Manager is responsible for identifying and maintaining a list of Federal, Provincial and Municipal health and safety legislation relevant to the Project's activities. The H&S Manager is responsible for ensuring that the H&S Team has knowledge of applicable legal requirements and any changes that have been made to those requirements and that this information is cascaded to other **JC^W Safety Solutions Inc.** staff as appropriate.



3.2 JC^W Safety Solutions Inc. Supervisors

Supervisors are responsible for ensuring that their H&S Teams have knowledge of legal and other requirements associated with relevant Project activities.

4.0 Procedure Definitions

5.0 DOCUMENT KEY WORDS

To enhance the search and retrieval capabilities of the Document Management System, essential keywords/key phrases associated with this document are as follows:

- Approval
- Legislation
- Regulatory
- Authorization

6.0 DOCUMENT LIFE CYCLE

This document in its most current version and revision shall remain in force for the duration of the JC^W Safety Solutions Inc. Project. This document shall be reviewed at minimum every three (3) years to ensure it remains effective.

7.0 JC^W SAFETY SOLUTIONS INC. REGULATORY FRAMEWORK

In addition to requiring Environmental Approval Certificates (EACs) pursuant to the B.C. Environmental Assessment Act and Certificates of Public Convenience and Necessity pursuant to the B.C. Utilities Commission Act, the Project also requires approvals and authorizations that trigger the Canadian Environmental Assessment Act, including:

- Authorization pursuant to Section 35(2) of the Fisheries Act
- Approval pursuant to subsection 5(1) of the Navigable Waters Protection Act
- Permit under the Canadian Environmental Protection Act.

A wide range of other Permits, Licenses and Approvals are also required that may include the following:

- Approval under the Water Act for water withdrawal and for works in and about watercourses
- Approval for timber harvesting and disposal under the Forests Act
- Approval under the Heritage Conservation Act
- Statutory Right-of-way Agreements under the Land Act
- Approval for Waste Management under the BC Environmental Management Act and Waste Discharge Regulations.



During construction compliance is required with a range of Acts which may include:

- The Wildlife Act
- The Migratory Birds Convention Act
- The Environmental Management Act.

JC^W Safety Solutions Inc. will be regulated under the requirements of the Oil and Gas Commission Act. Legislation and Regulations that are enabled by the Oil and Gas Commission Act, and for which Permits, and Approvals are required, will be sought by JC^W Safety Solutions Inc. from the Oil and Gas Commission (OGC). An Inter-agency Regulatory Agreement is in place which sets the British Columbia Oil and Gas Commission as our primary regulator representing the federal and provincial requirements associated with the oil and gas industry.

8.0 PROCEDURE

8.1 Register of Legal Requirements

The H&S Manager will identify, track, and maintain a register of applicable legal requirements. Where Federal, Provincial, or Local Legislation differs, the most stringent shall apply unless otherwise agreed with the regulators. Methods that will be used to identify new or upcoming legal requirements include, but are not limited to, the following:

- Retention of legal experts under contract to provide information on existing and new legislation
- Legal bulletins
- Online legal registers
- Federal, Provincial, and local government bulletins.

When legal requirements change, the H&S Manager will notify the H&S Team and other relevant JC^W Safety Solutions Inc. staff. Methods used to communicate these changes include:

- Memo
- E-mail
- Meetings

When legislative requirements change, the H&S manager will ensure that other elements of the H&S-MS are updated as necessary.



8.2 H&S Standards Documents

JC^W Safety Solutions Inc. is subject to various Federal, Provincial and Municipal government regulations and standards.

Individual reports have been prepared for the JC^W Safety Solutions Inc. Facility that lists applicable standards and regulations, including but not limited to, the following topics:

- Air quality and emissions
- Noise emissions
- Freshwater quality
- Hydrostatic test water
- Fish and watercourse crossings
- Soils
- Wildlife and species-at-risk
- Waste management standards
- Hazardous materials management
- Cultural heritage and archaeology
- Public consultation
- Aboriginal engagement,
- Pollution prevention
- Public health and safety
- Labour.

The H&S Manager will review standards applicable to the above topics on a regular basis and maintain the associated reports.

The H&S Manager will also notify the H&S Team and other relevant staff of any changes.

8.3 Register of Consents and Permits

JC^W Safety Solutions Inc. activities for the JC^W Safety Solutions Inc. Facility are subject to various Federal and Provincial permits and consents. The H&S Manager shall identify, track, and maintain a register of all applicable consents and permits for the JC^W Safety Solutions Inc. Facility.

The H&S Manager shall also notify the Field Safety and Environmental Supervisors and other relevant staff of any changes.

8.4 Commitments Registers

JC^W Safety Solutions Inc. made several commitments as part of the EA applications, which it will implement throughout the construction and operational phases of the Project. The commitments will be implemented through the JC^W Safety Solutions Inc. Project H&S MS and progress and/or compliance will be reported every three months to the EAO.

The H&S Manager will track and maintain progress of implementation in the Commitment Registers for the JC^W Safety Solutions Inc. Facility.

APPENDICES



Appendix # 1 – Legal & Industry Requirements Elements Form

The following checklist can be used to evaluate the contractor Health and Safety Management System, specifically, the Legal & Industry Requirements Elements. This evaluation must be completed in its entirety and forwarded to the Health and Safety Manager for review.

Vendor:	Click or tap here to enter text.	
Evaluator(s):	Click or tap here to enter text.	Click or tap here to enter text.
Responsibility Group(s):	Click or tap here to enter text.	Click or tap here to enter text.
Project Description:	Click or tap here to enter text.	
Date:	Click or tap to enter a date.	

Project’s ‘Privilege to Operate’ is contingent upon compliance with regulatory, provincial, and federal directives, regulations, acts, and permits. Identification, management, and communication of legal and regulatory requirements are critical to compliance. Legal, regulatory, provincial, federal, and municipal directives, regulations, acts and permits, industry and other requirements for environment, health and safety provide the basis for which Project policies, procedures, and standards are developed.

Overall evaluation of this Contractor is:

<input type="checkbox"/> Concerning	<input type="checkbox"/> Poor	<input type="checkbox"/> Average	<input type="checkbox"/> Good	<input type="checkbox"/> Excellent
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Aspect Evaluated	Substandard	Acceptable
1. Expectations		
1.1. Does the Contractor have a system that ensures all procedures, protocols and training requirements meet applicable industry standards, codes, and regulations? Total Points 1 or 5 Notes: Click or tap here to enter text.	Choose an item.	Choose an item.
1.2. Does the Contractor have a system that periodically evaluates and verifies conformance with applicable industry standards, codes, and regulations? Total Points 1 or 5 Notes: Click or tap here to enter text.	Choose an item.	Choose an item.



Aspect Evaluated	Substandard	Acceptable
<p>1.3. Does the Contractor Maintain Commitments Registers that identifies the commitments made during the Environmental Assessment (EA) process and act as a linking mechanism between the EAs and their EHS Management System? Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.4. Does the Contractor maintain Regulatory Registers and Standards documents? Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.5. Does the Contractor maintain applicable construction Permit Registers listing the permits that apply to the Project? Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.6. Does the Contractor encourage employees to stop and reevaluate a task using the pre-job format when the scope of a task changes? Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.7. Does the contractor encourage Stop Work Authority? - The refusal of unsafe work is both a fundamental right and a responsibility held by workers. A worker's refusal of unsafe work is an integral element in ensuring work is carried out safely. Workers who reasonably believe work is unsafe must refuse to perform that work and are entitled to have their employer investigate and, where necessary, correct the hazard? Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.8. Does the contractor have the latest version of the WorkSafe BC OHS Regulation? (This can be an electronic version) Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.
<p>1.9. Does the Contractor ensure their workers have access to the WorkSafe BC OHS Regulation? (This can be an electronic version) Total Points 1 or 5</p> <p>Notes: Click or tap here to enter text.</p>	Choose an item.	Choose an item.



Aspect Evaluated	Substandard	Acceptable
1.10. Does the Contractor have a library of Industry Best Practices? (CSA, WSBC, Industry Standards, etc.) Total Points 1 or 5 Notes: Click or tap here to enter text.	Choose an item.	Choose an item.
2. Totals	0	0
3. Detailed Scoring		
<input type="checkbox"/> - Excellent Rating (Scoring \geq 45 Points) <input type="checkbox"/> - Good Rating (Scoring \leq 44 Points and \geq 35 Points) <input type="checkbox"/> - Average Rating (Scoring \leq 34 Points and \geq 30 Points) <input type="checkbox"/> - Poor Rating (Scoring \leq 29 Points and \geq 20 Points) <input type="checkbox"/> - Concerning Rating (Scoring \leq 19 Points)		

Return completed form to administrator so observation can be documented within the action tracking system and a formal transmission of the findings will be provided to the contractor.