



Safe Work Practices (SWP's) are a set of guidelines on how to perform a specific task. They outline what is to be done in general terms and, because a particular task is not always done the same way, allow some flexibility in how the work is actually accomplished.

Canadian Plains Energy Services (CPES) will ensure that a set of SWP's, most applicable/critical to our business, are in place and available for supervisors and workers to review at the worksite. We will ensure that these SWP's meet or exceed all applicable legislation and/or industry standards.

Guidelines

- Create an inventory of SWP's that would typically be required for the business that CPES does. Prioritize the list in terms of most applicable/critical and assign a development team.
- Review SWP's frequently to ensure the practice meets the requirements of the job and applicable legislation.
- Managers, supervisors, and workers will be involved in the development and review process.
- SWP's that are specific to work being done will be available to all workers at the worksite and reviewed at Pre-Job Safety and Daily Tailgate meetings.
- All employees are required to follow the guidelines of applicable SWP's.
- Supervisors are required to ensure that all applicable SWP's are available for review at the worksite.

References

- Provincial Occupational Health & Safety Act, Code & Regulations
- Hazard Assessment - HSEMS Section 2.0
- Inventory - HSEMS Section 3.1
- CPES - Safe Work Manual

Applicable Forms

- CF-S-13 Noise Exposure Measurement Record
- CF-S-15 Ground Disturbance Checklist
- CF-S-26 Safe Work Permit
- CF-S-28 Fall Protection Plan

APPROVED: 
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SAFE WORK PRACTICES

April 1, 2021

Section 3.1

Inventory of COP's, SWP's

Description	COP/SWP Procedure
Abrasive Blasting	SWP-78
Arc Flash	SWP-38
Asbestos	SWP-16
ATV Safety	SWP-01
Backfilling	SWP-02
Benzene	COP-08
Blinding/Blanking	SWP-03
Blood Borne Pathogens	SWP-64
Cargo Securement	SWP-04
Change Management	SWP-37
Chain Saw Operation	SWP-13
Chemical Hazards, Biological Hazards and Harmful Substances	SWP-17
Chucks, Positioners, Power Rollers	SWP-71
Confined Space Entry	COP-03
Committees	SWP-57
Compressed Air	SWP-11
Compressed and Liquefied Gases	SWP-12
COVID-19 Coronavirus	SWP-79
Cranes Hoists and Lifting Devices	SWP-34
Cribbing	SWP-81
Critical Hosting	SWP-41
Dangerous Goods	SWP-47
Demolition	SWP-63
Distracted Driving	SWP-07
Driving & Journey Management	SWP-28
Electrical	SWP-61
Equipment Maintenance	SWP-50
Excavating/Trenching	SWP-46
Fabrication	SWP-51
Fall Protection	COP-06
Fatigue Management	SWP-23
Fire & Explosion	SWP-58
Fire Extinguishers	SWP-05
Forestry & Logging Operations	SWP-65
Fueling	SWP-31
Grinder Operations	SWP-26
Ground Disturbance	COP-07
Ground Disturbance	SWP-62
H1N1	SWP-59
Hydrogen Sulphide	COP-01
Housekeeping	SWP-19
Hazardous Materials/Products/Substances	SWP-33



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Hydro-Vac Operations	SWP-30
Ladders	SWP-25
Lead	SWP-67
Lightning	SWP-66
Lock-out /Tag-out	COP-05
Lock-out /Tag-out	SWP-32
Loading/Hauling/Unloading Equipment	SWP-29
Material Handling	SWP-22
Mats/ Matting	SWP-70
Mechanical Vibration Equipment/Tools	SWP-42
Mechanical Mobile Equipment Operation	SWP-44
Mobile/Cell Phones	SWP-07
Monitoring for Escaping Hydrocarbon gases	SWP-36
Naturally Occurring Radioactive Materials (NORMs)	SWP-73
Noise	SWP-10
Noise Control and Hearing Conservation	COP-04
Office Safety	SWP-08
Operating Facilities (Working Near)	SWP-45
Overhead Power Lines (Working Near)	SWP-24
Pipe Handling	SWP-48
Pipeline Welding	SWP-49
Portable Arc Welders	SWP-43
Propane Cylinders and Torches (Use, Care, Handling)	SWP-35
Radiation	SWP-15
Respiratory Protective Equipment	COP-02
Rigging	SWP-54
Right-of-Way Preparation (Pipeline)	SWP-50
Safe Knife Use	SWP-76
Safe Work Permits	SWP-76
Scaffolds and Temporary Platforms	SWP-56
Setting 1000bb1 Tanks	SWP-55
Stringing Pipe (With Hooks and Calipers)	SWP-39
Stringing Pipe (With Wheels and Chute)	SWP-40
Tiger Torches	SWP-60
Tools/Equipment/Machinery	SWP-18
Traffic Control	SWP-09
Use of Face Coverings – COVID-19	SWP-80
Vehicle & Equipment Spotting	SWP-75
Wildlife Awareness	SWP-14
Working in Benzene Environment	SWP-53
Working in Cold	SWP-06
Working in Heat	SWP-68
Working/Travelling Alone	SWP-21



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Working on Hills/Slopes	SWP-52
Working at Heights (I/C Ladders, Scaffold, Fall Protection)	SWP-20
Wrench Use	SWP-74