

Suffield Industry Range Control Ltd.



SAFETY  
AT  
SUFFIELD

**INSTRUCTIONS TO ALL OIL AND GAS PERSONNEL ENTERING OR WORKING IN  
THE SUFFIELD BLOCK**

*Suffield Industry Range Control Ltd (Range Safety)*

A Body Corporate incorporated under the laws of the Province of Alberta

c/o 3100 308 4<sup>th</sup> Avenue SW, Calgary, AB T2P 0H7

Tel: (403) 544-4485 Fax: (403) 544-3289

The Suffield Block is an active military training and defence research range. The Suffield Industry Range Control safety staff will normally conduct all liaisons with the Military; however, anyone working on the Block may encounter military personnel. The Military Range Control has the authority to halt all range activity or deny access to anyone in the event of an emergency caused by a violation of safety procedures, a serious range fire or similar circumstances.

This means that certain procedures must be followed to prevent accidents and avoid potentially dangerous encounters with active military exercises. Personnel working on the Block must be briefed on safety and become thoroughly familiar with the "Operating Practices" for the Suffield Range. Any person in violation of these orders is subject to immediate access denial.

Areas not specifically allocated to Oil and Gas activities are Out of Bounds to all industry personnel and vehicles. The Suffield Block, as depicted on the last page, has the South Saskatchewan River as its eastern boundary. Otherwise the range is enclosed with barbed wire fences and gates. Official "No Trespassing" and "Range Danger" signs are used on the perimeter and to mark areas within the Block that are declared out of bounds.

### **TRAFFIC CONTROL AND COMMUNICATIONS**

TRAFFIC - Access to the Suffield Block is through designated control gates as shown on the map on the last page. All personnel must produce their SIRC Photo ID card and "swipe" the card reader upon entry into and exit from the Block. The card itself is valid for five years from date of issue. However, all personnel must attend the Range Safety Orientation annually to have their access privileges renewed. There is a charge of \$10.00 to replace a lost or damaged SIRC Photo ID card.

All traffic within the Suffield Block must follow specific routes approved by Range Safety. It is extremely important that "Alberta Zero" directions respecting access points and travel routes be rigidly adhered to for the safety of personnel. The maximum speed limit is 70 km/h for all vehicles. Drivers must exercise their own judgement and reduce speed according to road and weather conditions as necessary. *Speeding vehicles are subject to denial of access to the Block.*

ACCIDENTS/BREAKDOWNS - All vehicle accidents must be reported to "Alberta Zero". For insurance purposes, the only authority on the Suffield Block is the Canadian Military Police. Contact "Alberta Zero" to have the MP's attend an accident scene. In the event of vehicle breakdown, contact "Alberta Zero" and inform them of the situation. Do not abandon the vehicle and attempt to walk for help, even in the event of communication failure. Remain with the vehicle and wait for assistance to come to you.

COMMUNICATIONS - Once access approval has been granted by the gate guard, report to "Alberta 0" the following five things:

- Call-sign
- Gate of entry
- Destination
- Intended route
- #of vehicles in tow (if any)

Wait for "Alberta 0" to give approval and then proceed to destination. The same procedure must be followed every time a move is made within the confines of the Block. Identify yourself to "Alberta 0", give your intended destination and route, then wait for approval before proceeding. *Failure to obtain*

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*permission before moving will result in denial of access to the Base. Access tags may be issued at an access gate to personnel without radio communications, who are proceeding to a specific work site. If issued an access tag at a control gate when entering the Block, the recipient of the tag must exit by the same gate and ensure the tag is returned to the gate guard.*

RADIOS AND RADIO CHANNELS - Personnel requiring radios are responsible for their acquisition and installation. Also, it is essential they be equipped with external speakers. Three channels are used for movement control/safety and emergencies as follows:

**SUFFIELD CHANNEL #1**

Transmit 166.485, receive 166.995, tone 100

Users – Rockpoint Gas Storage

- IPC Oil Group
- Harvest Energy Oil Group
- All supporting contractors

**SUFFIELD CHANNEL #2**

Transmit 167.205, receive 166.605, tone 100

Users – IPC Gas Group

- All supporting contractors

**SUFFIELD CHANNEL #3**

Transmit 172.590, receive 172.050, tone 107.2

Users – This channel will be used in the event of an emergency only.

All users will have as minimum two channels. Contractors must have the applicable channel(s) that will ensure communication with the company that is being supported plus a second Suffield channel for emergency backup.

EMERGENCY ASSISTANCE - If an accident or emergency occurs, you must notify “Alberta Zero” on the radio or phone 544-4485. They will assist in the emergency call out procedure by having the ambulance dispatched from the Base. State the nature of the incident, location, number of personnel involved and the nature of their injuries. DO NOT state individual or company names on the radio. Render assistance until relieved by professional medical personnel. Be prepared to establish an RV at the closest control gate to escort medical personnel to the accident scene.

**GROUND DISTURBANCE**

CONSTRUCTION OR PROJECT WORK:

All Ground Disturbance work on construction projects will be conducted by a designated individual(s) who;

- is a competent\* individual. \*(adequately qualified, suitably trained, sufficiently experienced.)
- have taken Ground Disturbance Training.
- will be on site when any Ground Disturbance activity occurs.
- will be responsible to ensure that the appropriate controls and documentation relevant to the company for which the work is being performed are in place during all work activity.

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## **ENVIRONMENTAL PROTECTION**

The Eastern side of the Base is a National Wildlife Area, as depicted on the last page. As an NWA, it is governed by several specific Acts and Regulations. All work to be done in this area of the Block must be applied for and approved separately. As well, all personnel entering the NWA must be in possession of a special permit which authorizes their entry and states the nature of the work for which they have approval to perform. *Failure to follow any of the regulations governing the NWA may result in criminal prosecution and/or access denial.*

Anyone who is planning to access the NWA should contact “Alberta Zero” before commencing any activity to ensure that all requirements for access have been met.

**WILDLIFE** - The entire Block is a posted “NO HUNTING” area.

- It is prohibited to bring in weapons of any type.
- The premeditated killing of wildlife is prohibited.
- Report dead or injured wildlife to “Alberta Zero”.
- No trophy taking permitted (i.e. antlers, etc.)
- Pets of any type are not permitted on the Block.

Special considerations are in place for a controlled Elk Herd Reduction Program. This is a separate activity apart from normal no hunting regulations.

The Suffield Block is the home to several breeds of snakes, including rattlesnakes. From early May to early October they are active, especially in the eastern part of the Block. They may linger on the roads, particularly on cooler days when the road surface may be warm and often do not move to avoid vehicles. South Buffalo Road and Sapper Trail between South Boundary and Interface Road are closed during this time. When travelling along the roads of the Suffield National Wildlife Area, and elsewhere in CFB Suffield, be alert for snakes and other wildlife on or near roads. Every effort must be made to avoid killing wildlife on the roads.

**FIRE** - Fire is always a serious hazard on the range and grass fires are very prevalent. Therefore, open fires are prohibited. Also, cigarettes or other smoking material must be properly extinguished to prevent fires from starting. It is the responsibility of all personnel to take immediate action to extinguish all range fires as soon as they are discovered.

Report all range fires to “Alberta Zero” immediately. Military resources will then be on alert and ready to assist if required. When reporting a fire, identify yourself, give the location, size, direction of travel, wind conditions and an estimate of whether the fire can be controlled by available resources. Notify “Alberta Zero” as soon as the fire is under control.

**ARCHAEOLOGICAL ARTIFACTS** - The Suffield Block contains many archaeological sites and artifacts. Do not tamper with or destroy any existing or suspected new sites. Report all finds to “Alberta Zero” for relay to Base authorities.

**RANGE CLEANLINESS** - Keeping the range area clean is everyone’s responsibility. Leave it as you found it. Please dispose of all garbage, including bottles and cans, in the receptacles provided at the gates or take it off the Block for disposal. Periodic checks are conducted by the Military. If an area is found dirty it will be the responsibility of the offender to clean it up

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## **MILITARY LIVE FIRE TRAINING**

OUT OF BOUNDS AREAS - As stated earlier, the Suffield Block is an active military training and defence research range. Live fire training by the military and various trials by defence scientists are conducted at various times throughout the year. In order to coordinate those activities with the Oil and Gas industry activity, SIRC publishes a Range Calendar for each month that military live fire training will take place. In addition, the defence research trials that will cause areas in the DRDC EPG to be placed out of bounds are announced daily on the two channels used by the Oil and Gas industry.

All personnel must be aware of all scheduled activity within the Suffield Block before entering. Those wishing to access the Block must have a copy of the current range calendar in their possession and be able to produce it if requested to do so by a gate guard. Copies of the range calendar can be obtained from SIRC or from the Internet as follows:

- Go to website at [www.sircsafety.ca](http://www.sircsafety.ca)
- Find "Operational Notices"
- Click on "Current Range Calendar"

Companies wishing to receive a copy of the range calendar by e-mail should contact SIRC at 403-544-4485 to be placed on the distribution list.

*Anyone who enters and disrupts a military live fire exercise or DRDC field trial, by accident or design, will immediately be removed from the Suffield Block and denied access for a minimum of six months.*

AMMUNITION -Any unexplained man-made object, device, or container found in the range area could be an explosive or contain a toxic chemical. These objects are unpredictable and if disturbed may explode, causing serious injury or death. *Do not be tempted to touch anything that does not relate to the work activity being conducted.*

Mark the position of any suspicious unidentified object and note the colour, size, shape or any other feature, which will assist in identifying it. Report immediately via radio to "Alberta Zero", and follow all instructions from them.

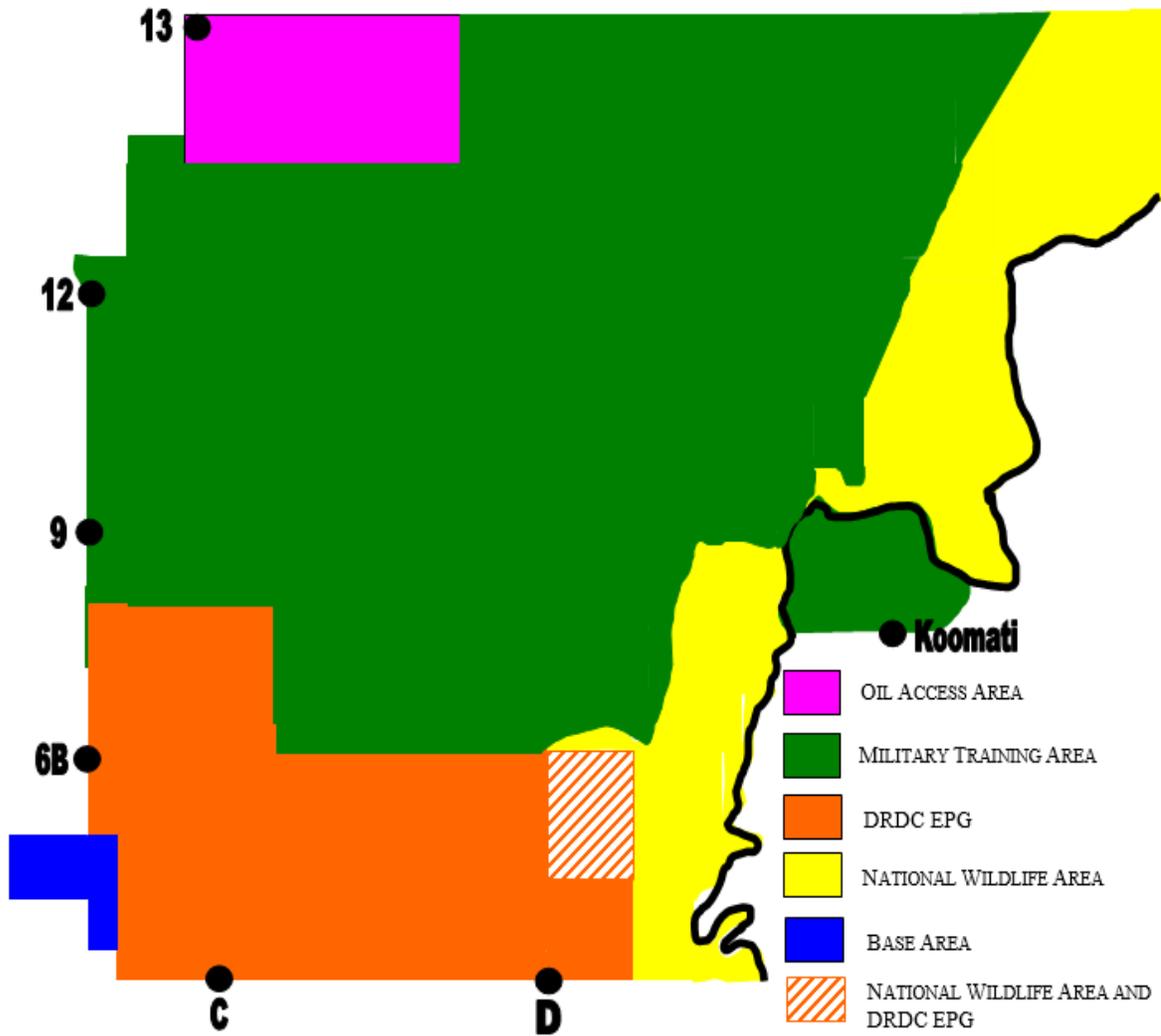
## **SIRC CALL SIGNS AND PHONE NUMBERS**

<b>Range Safety</b>	<b>Alberta "0"</b>	<b>544-4485</b>
Gate 12	Alberta 1	544-2593
"D" Gate	Alberta 2	528-9586
"C" Gate	Alberta 3	544-3427
Gate 6B	Alberta 4	544-3623
Gate 9	Alberta 5	544-3631
Gate 13	Alberta 7	898-3742

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# SUFFIELD BLOCK



## BASE AREA

The permanent administrative installations of Headquarters CFB Suffield, British Army Training Unit Suffield ("BATUS") and Defence Research & Development Canada, Suffield (DRDC). [The SIRC office is located in this area.]

## MILITARY TRAINING AREA

The area allocated for all types of military training. 1554 Sq. Kms

## DEFENCE RESEARCH & DEVELOPMENT CANADA EXPERIMENTAL PROVING GROUND

The area allocated for defence research. 500 Sq. Kms

## OIL ACCESS AREA

Special oil production area. 130 Sq. Kms

## NATIONAL WILDLIFE AREA

Special environmental area subject to development restrictions issued separately. 450 Sq. Kms

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