



Appendix G

Emergency Response Plan

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OLYMEL S.E.C./L.P

Emergency Response Plan

RED DEER FACILITY

Purpose

OLYMEL S.E.C./L.P shall ensure that responses to emergencies are prompt, organized and effective. This plan provides procedures that ensure that a safe emergency response which protects the Health and Safety of employees, contractors, the public and ensures that company assets and the environment are protected.

Procedure

The Health and Safety Coordinator shall keep the Emergency Response Plan updated as required. This plan provides specific details with respect to the Olymel, Red Deer facility. The approved plans shall be distributed to the following personnel:

Doug Cameron is responsible for developing and maintaining our facility's Emergency Response Plan. The plan is available for review and is a controlled document issued to management and supervisory personnel who are a part of the overall Disaster Recovery Team. Those members include:

- ✓ Eric Bienvenue, Vice President, Western Canada, Olymel @extension 5215 & cell phone @ 450-888-0294
- ✓ Kerri Lockwood, Human Resources Manager, Olymel @ extension 5220 & cell phone @403-396-5783
- ✓ Don Sim, Corporate Affairs Manger, Olymel @ extension 5210 & cell phone 403-318-0996
- ✓ Rob Karol, Production Manager, Olymel @ extension 5261 & cell phone @ 403-318-4792
- ✓ Ron Ackerblade, Pork Cut Superintendent, Olymel @ extension 5202 & cell phone 403-***REQUIRED***
- ✓ Brian Beggs, Kill Floor Superintendent, Olymel @ extension 5253 & cell phone 403-***REQUIRED***
- ✓ Jim Wendling, Shipping, Olymel @ extension 5269 & cell phone 403-396-5710
- ✓ Doug Cameron, Ergonomics Consultant, Interim Health and Safety Coordinator, Olymel @ extension 5238 & cell phone ***REQUIRED***
- ✓ Security, Main Gate @ extension 5259

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Implementation

The Health and Safety Coordinator is responsible to ensure that all required drills are conducted as scheduled and documented. In addition the Health and Safety Coordinator is also responsible for the arrangement of training for personnel assigned Emergency and Disaster Recovery Operations.

Requirements

A safe emergency response is the responsibility of all Olymel employees. This requires knowledge of, and training. The requirements must be clear and drills conducted annually to provide prompt response in a safe and organized manner.

The Plant Manager, Superintendents are responsible for ensuring that employees have clear emergency response assignments and training.

In support, the Health and Safety Coordinator is responsible for the Emergency Response Plan along with the provision or arrangement of necessary training, conducting drills and assisting in any emergency.

Emergency Response Committee Members shall return this document to the Health and Safety Coordinator upon transfer or leaving the company.

General Information

In the event of an emergency situation, emergency responders such as fire, police, and hospital are notified in the following manner: 911. The Olymel Switchboard Operator shall call the Emergency Services after receiving notification from plant supervision of the emergency.

The public is also notified of a release in the following manner: When timely information is available, Don Sim, the Olymel Corporate Affairs Manager will issue a prepared media release for the public in the event of a full scale evacuation of the facility

Doug Cameron is our point of contact between our facility and public authorities.

Drills are to be conducted annually to test our emergency readiness. A emergency response drill will be schedule for March, 2005 . The results were will be communicated with all employees.

The local Emergency Services Department (Red Deer Fire Department) is the agency on the local level that is involved with emergency response. Our coordination with the RDFD is Doug Cameron. We have pre-emergency planning with the RDFD, which includes invitation to the facility for area tours and familiarization of our operations.

The following are the relevant emergency phone numbers: 911-Fire, Medical, Police
1-800-222-6514, Alberta Environment

These numbers are posted prominently onsite.

Emergency Response Team (ERT)

Our company has chosen to have our employees respond to incidents. We have developed emergency response capabilities that are appropriate to the individual situations. The method we use to staff the emergency response team includes members of the Maintenance Department and medical services provided by Paramedics and Emergency Medical Technicians.

Our ERT is trained in the following manner: Maintenance personnel receive training in Ammonia handling. Onsite medical personnel maintain their certification as required by the applicable Alberta Government authority.

All the employees that are expected to respond are:

- Adequately trained for their intended job duties,
- Properly equipped for the intended tasks,
- Capable of responding in a safe manner, and
- Managed by competent leaders.

EMERGENCY RESPONSE CONDITIONS FOR PLANT EVACUATIONS:

- **FIRE-CONTAINMENT NOT POSSIBLE AFTER INITIAL ERT RESPONSE.**
- **BOMB THREAT.**
- **EXPLOSION-NATURAL GAS-CARBON DIOXIDE.**
- **MASS CASUALTY INCIDENT—SERIOUSLY WOUNDED PERSONNEL.**
- **HIGH ALARM AMMONIA ALARM—AMMONIA IS REACHING 250 PPM.**
- **CHEMICAL SPILL BEYOND THE SCOPE, SUPPRESSION OF THE ERT.**
- **OFFSITE INCIDENTS SUCH AS TRANSPORT TRUCK OR RAIL CAR CARRYING HAZARDOUS MATERIAL INVOLVED IN AN ACCIDENT OR DERAILMENT WITH WIND CONDITIONS DIRECTING VAPOR, FUMES TOWARDS THE SITE FACILITY.**
- **INCLEMENT WEATHER SUCH AS TORNADOES, LIGHTNING STRIKE, FLOODS, WINTER BLIZZARDS.**

RESPONSE TO THE EMERGENCY:

Initial Discovery:

- The first person who discovers the incident in progress MUST activate the Emergency Response System by either notifying a Foreman/Superintendent who shall contact Switchboard by dialing “0” and communicate the following information:
 - **IDENTIFICATION OF CALLER.**
 - **WHAT IS THE NATURE OF THE EMERGENCY. (Fire, Medical, Hazardous Material Release, Explosion, Building Collapse, etc.)**
 - **WHERE IT IS LOCATED.**

Initiation of Emergency Response Plan:

- The **SWITCHBOARD OPERATOR SHALL** call **911** to summon The Red Deer Fire Department for Emergency Response Services to the site facility. RCMP will be dispatched automatically.
- The **Switchboard Operator** must give the 911 dispatcher the following information:
 - **IDENTIFICATION OF CALLER.**
 - **THE NATURE OF THE EMERGENCY**
 - **WHERE IT IS LOCATED, (SITE ADDRESS, ACCESS DIRECTION INTO SITE (I.E. South Parking Lot, North Parking Lot)**
 - **LEAVE A CALL BACK NUMBER TO THE 911 DISPATCHER IN CASE FURTHER INFORMATION IS REQUIRED**
 - **CALL SITE SECURITY @ 5259 TO NOTIFY THEM OF AN ‘EMERGENCY IN PROGRESS WITH SITE EVACUATION’ AND THE EXTERNAL RESOURCES RESPONDING TO SITE.**

- The SWITCHBOARD OPERATOR **must** contact the members of the Incident Command Team indicated above in this EMERGENCY RESPONSE PLAN to assemble at the INCIDENT COMMAND POST (to be determined by Olymel) and commence Business Interruption or Recovery Operations.
- The Switchboard Operator must obtain from the caller:
 - WHAT IS INVOLVED? The nature of the emergency.
 - WHERE IT IS LOCATED. Specific Instructions.
 - HOW MANY are INJURED.
- This person, (EITHER A FOREMAN OR SUPERINTENDENT) must then order the evacuation of personnel to the cafeteria if the emergency is confined to one area only.
- If the above conditions require total evacuation because of immediate danger to health and life, then **ALL** personnel from the **PORK CUT** floor shall evacuate to **the SOUTH PARKING LOT** and remain there for the **HEADCOUNT. KILL FLOOR** personnel shall evacuate to the **NORTH WEST CORNER** of the **North Parking Lot** and remain there for the **HEADCOUNT.**
- **Foreman or Superintendent** will call his **Lead Hands** on (**CHANNEL 4**) to assist in the evacuation of personnel to the assigned **Northwest or South Parking Lots.**

AMMONIA INCIDENTS

As is true in most industrial settings, spills or leaks can occur in some locations at our facility. Most releases are incidental, requiring minimal, yet timely cleanup. These are not emergency response situations, they can be taken care of by anyone familiar with the chemical and trained in cleaning it up. Our specific policy for incidental releases is:

HIGH ALARM DANGER—AMMONIA IS REACHING 250 PPM

A non-incident release requires a much more concentrated action. In general, the prescribed response to a non-incident release is **HIGH ALARM--DANGER--AMMONIA IS REACHING 250 PPM**

SWITCHBOARD OPERATOR:

INITIATE 911 CALL

CONTACT STARTEC REFRIGERATION SERVICES 403-295-5855 OR CIMCO REGRIGERATION @ 403-250-5501 AND NOTIFY THEM OF AMMONIA RELEASE

CONTACT LUKE'S CARTAGE @ 403-342-0777 IF THE WIND IS BLOWING NORTH.

CONTACT SECURITY TO INFORM THEM OF INCIDENT IN PROGRESS

MONITOR YOUR OWN PRESENT SITUATION AS CALLS MAY HAVE TO BE TRANSFERRED TO SECURITY IF YOUR LOCATION NEEDS TO BE EVACUATED.

ROLES AND RESPONSIBILITIES

***NON MAINTENANCE PERSONNEL:**

Shut down any equipment only if it is safe to do so and evacuate the facility to the South Parking Lot Emergency Muster Point.

Follow your Supervisors/Managers direction if the Emergency Muster Point has been moved based on ammonia release and wind direction.

Wait for the all clear to be given by the Plant Manager or his designate before re-entering the facility and resuming operations.

***MAINTENANCE EMPLOYEES:**

Evacuate to the Emergency Muster Point and wait for local emergency services called by OLYMEL SWITCHBOARD OPERATOR.

The AMMONIA CONTROL KING valve must be shut down to stem the ammonia flow

Assist the Maintenance Superintendent and Emergency Services personnel as required

Once the leak has been controlled and repaired, the Plant Manager, or his designate, will give authorization after consultation with the

Emergency Services Department will communicate the **"ALL-CLEAR SIGNAL"** and it is safe to re-enter the area and resume normal

operations.

***MANAGERS/SUPERINTENDENTS:**

Once a detector goes into HIGH ALARM, the **Operations Manager**, or his designate, will implement the site Evacuation Plan and all personnel must evacuate the facility to the appropriate Emergency Muster Point

THE PORK CUT SUPERINTENDENT, or his designate, shall determine the wind direction and decide if the Emergency Muster Point located in the South and North Parking lots must be moved in order to keep employees upwind of the leak. This information shall be communicated on CHANNEL 4

THE MAINTENANCE SUPERINTENDENT, shall report to the Operational Manager when the Main Ammonia Valve (**KING VALVE**) has been closed, isolating the ammonia system OR IF CONTAINMENT HAS BEEN LOST.

THE HEALTH AND SAFETY COORDINATOR shall provide support services to the Emergency Coordinator, Alberta Environment, the ERT members, Site Security and the Olymel Switchboard.

If the Maintenance Superintendent has determined that the leak exceeds 100 lbs, he will contact Alberta Environment @ 1-800-222-6514 and report the leak.

DON SIM will respond to all media inquiries

THE MAINTENANCE SUPERINTENDENT shall coordinate efforts with the Red Deer Fire Department as required during the Emergency by providing Overall Facility Building Layout Plans and Piping Schematics.

By knowing what to expect, we can be better prepared to handle the spill or leak that does happen. The types of emergency release situations most likely to occur at our facility are Ammonia Spills/Leak.

SUPPLIES:

We also provide the following personal protective equipment (PPE): Full face respirators and applicable ammonia cartridges.

SCBA (Self Contained Breathing Apparatus.)

Full Level A Encapsulating Suits.

Radios, Dry Chemical 20 lb Fire Extinguishers and 15 and 30 lb CO2 Extinguishers.

Detection equipment such as Draeger bellows pump and ITX Portable Monitor.

Olymel Emergency Response Plan Team Members:

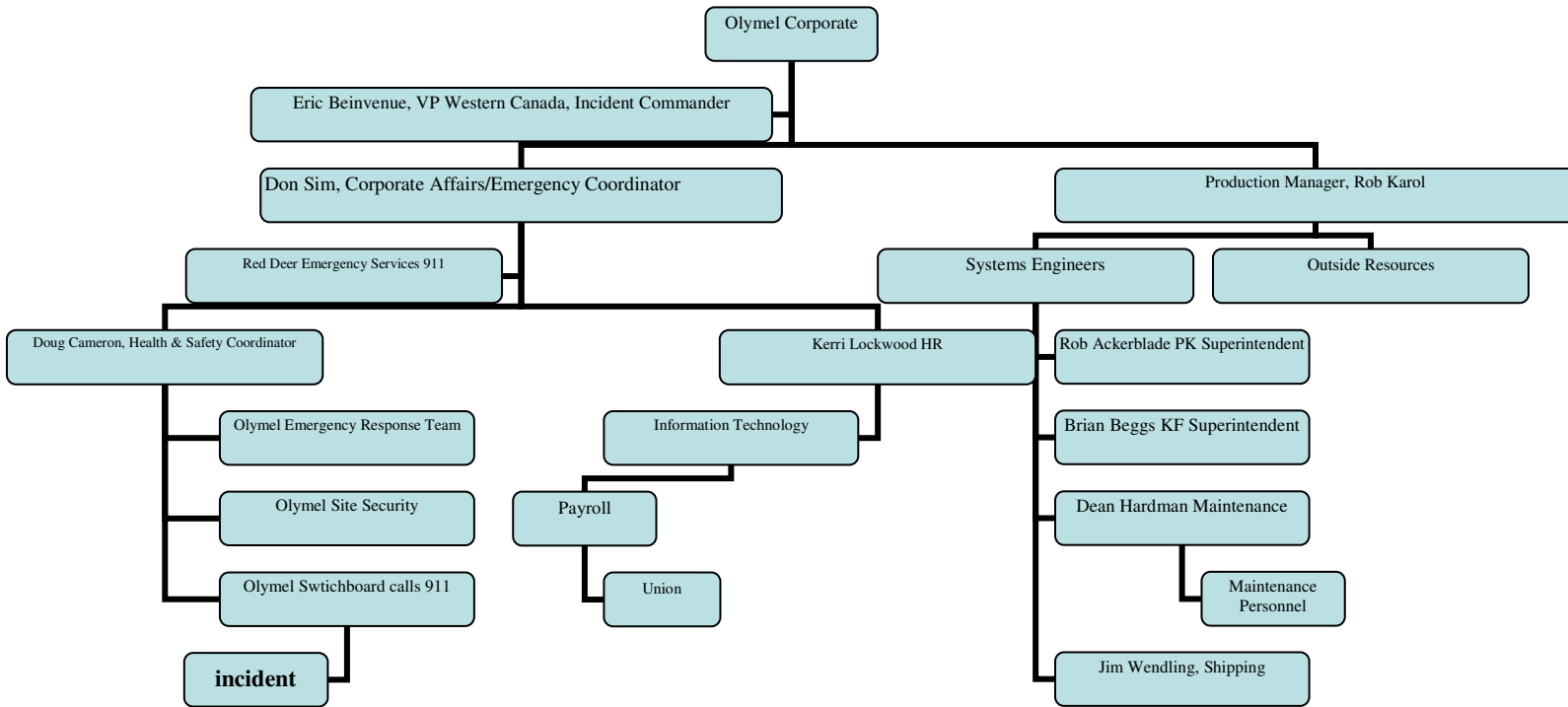
Blueprint for Response

Personnel roles, lines of authority, and lines of communication regarding emergency response are as follows:

- **Eric Bienvenue**- Vice President, Western Canada, Olymel, Incident Commander for Company Operations- reports to Head office
Don Sim-Corporate Affairs Manager, Olymel, Media Inquiries, Planning, reports to Eric Bienvenue
Kerri Lockwood- Human Resources Manager, Responsible for Information Technology, Payroll, liaison with Union-reports to Don Sim
Rob Karol- Production Manager, Operations and Procedures, reports to Don Sim
Ron Ackerblade- Pork Kill Superintendent, Logistics and Facilities, reports to Rob Karol
Brian Beggs- Kill Floor Superintendent, Logistics and Facilities, reports to Rob Karol
Jim Wendling- Shipping, Logistics and Facilities, reports to Rob Karol
Doug Cameron- Interim Health and Safety Coordinator, Post Incident De-briefing, Evaluations and Corrective Actions, reports to Don Sim
Security- Traffic and Emergency Communications, reports to Doug Cameron .

The pre-emergency planning undertaken by Olymel will include inviting the local Emergency Services Department (Red Deer Fire and Medical Services) to attend at the site for a familiarization tour of the facility in the 2nd Quarter of each year.

ORGANIZATIONAL CHART FOR EMERGENCIES



FACILITY INSPECTIONS

Recognizing an emergency situation before it becomes full-blown is important. In this regard, Facility inspections completed by department foreman, safety committee members and the Health and Safety Coordinator aid in recognition and prevention of emergencies.

Hazard Assessments shall be conducted annually or whenever there are changes to existing buildings, operations or additions.

MEDICAL ASSISTANCE

When the unexpected occurs, emergency medical treatment and first aid may be needed quickly. Eye wash stations are available throughout the facility. Paramedics and Emergency Medical Technicians are available during all shift operations. Emergency transport of patients is available from the Red Deer Emergency Services @ 911 and the Red Deer Hospital is approximately six (6) minutes from site departure .

The methods we use to alert onsite employees of the presence of an emergency situation are Evacuation Alarm.

FACILITY MAP

Attached, you will find a map with safe places of refuge identified for each section of the area where emergencies could occur. The map contains the location of all buildings, structures, equipment, emergency apparatus, first-aid stations, routes of entry and exit, emergency exit routes and alternate routes, staging areas, and safe places of refuge. The adequacy of safe refuge areas was determined for the worst-case scenario.

The safe places of refuge are the areas in which accounting of all employees will be performed. This can be critically important for identifying individuals that did not get out and for estimating where they may be.

SECURITY FUNCTION:

Areas surrounding the danger area need to be controlled during emergencies by prohibiting unauthorized personnel from entering the hot zone. Trained employees will control entry and exit in the area. Our site security and control consists of the following: Entrance to the general area shall be controlled by the Security Officers on site. A flashing red beacon shall be installed above the Security Office to notify truck drivers and other personnel of an Emergency in Progress. Signage indicating:

"EMERGENCY IN PROGRESS! STOP YOUR VEHICLE, SHUT OFF ENGINES and PROCEED AS DIRECTED TO THE EMERGENCY MUSTER POINT".

All employees that are not trained in emergency response and who will not be needed during the response operation will be evacuated from the danger zone. Our evacuation routes and procedures consist of General information provided in Employee Orientation. Evacuation Routes inside the facility will be posted to direct personnel to the safest Emergency Muster Point, depending on wind conditions.

DECONTAMINATION

Decontamination of personnel and equipment is done as follows: Any contaminated equipment shall be washed in a neutralizing agent or placed in overpack hazardous materials drums for disposal at an accepted disposal location.

SPECIFIC INFORMATION

Emergency Response Plans are based on site-specific needs and experience. It is important to consider previous emergency incidents in preparing an ERP. It is just as important to consider new information, experience, and incidents with the goal of enhancing the effectiveness of the ERP and keeping it current.

We have formalized procedures for the critique of an emergency response: The Program Advisory Committee which consists of those members of the Disaster Recovery and Emergency Response Team will assess future training needs, and shall develop an training and educational curriculum to support the program and this program shall comply with all applicable regulatory requirements.

The Program Advisory Committee shall evaluate programs, procedures, and Olymel's capabilities through periodic reviews, testing, post-incident reports, lessons learned, performance evaluations and exercises.

Exercises shall be designed to test individual essential elements, interrelated elements, or the entire plan(s)

Procedures shall be established to ensure that corrective action is taken on any deficiency identified in the evaluation process and revise the relevant program plan . Appropriate changes should be made in the ERP in accordance with the results of a critique of a specific incident.

Our company provides the following PPE and emergency equipment for emergency response:

- Portable ABC Dry Chemical Fire Extinguishers
- Portable Carbon Dioxide Fire Extinguishers
- Firewater Standpipes and fire hose
- Full face respirators and applicable cartridges
- SCBA (Self Contained Breathing Apparatus)
- Radios
- Encapsulating Suits, Level A

Finally, our provisions for employee training include the following: Emergency Evacuation Drills will be conducted on an at least annual time period.

Upgrading training for Emergency Response Plan and Disaster Recovery Plan members will be included.

EMERGENCY RESPONSE MATRIX

SWITCHBOARD RECEIVES CALL FROM PLANT REQUESTING OUTSIDE ASSISTANCE

