



Wildlife Standard

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1 About this Standard

Scope

This document applies to all workers (personnel and contractors) undertaking activity on behalf of Suncor Energy Inc. within the Regional Municipality of Wood Buffalo (RMWB)¹ who may see or encounter wildlife.

Purpose

To create an aligned approach to wildlife management at Suncor sites in the RMWB (Base Plant, Firebag, MacKay River, Fort Hills, Dover, East Tank Farm, Voyageur). An aligned approach leads to increased understanding of responsibilities and accountabilities, reduces the number of wildlife incidents, promotes compliance with regulatory requirements, and encourages industry best practice.

This standard provides direction to:

- Understand roles and responsibilities relating to wildlife management and the procedures for reporting wildlife sightings and incidents, as well as the procedures for handling live and dead wildlife.
- Understand specific mitigations or preventive controls to reduce the number of human–wildlife interactions, including the roles of wildlife watch, wildlife monitor, and wildlife specialist.
- Define when wildlife incidents must be entered into the incident management system, and what wildlife incidents qualify as Regulatory Consequence 2 (RG2) and Regulatory Consequence 3 (RG3) classifications in the risk matrix.
- Define the applicability of fences to exclude wildlife, the use of personal wildlife deterrents, use of barbeques, and the required level of wildlife training for personnel.
- Minimize potential adverse effects of habitat disturbance on wildlife populations in the RMWB with reference to wildlife sweep procedures and protocols.

Compliance

This standard applies to all workers (employees and contractors) undertaking activity on behalf of Suncor in the RMWB and is effective on the date noted on the Signature page. The Standard will be reviewed on a three-year cycle and updates to any regulations or industry lessons learned may alter its contents.

All Suncor employees and contractors will be compliant with federal and provincial laws and regulations that protect wildlife in RMWB (see [Appendix A](#)). These include but are not limited to:

- *Federal Migratory Birds Convention Act and Migratory Birds Regulations (MBCA & MBR)*
- *Federal Species at Risk Act (SARA)*
- *Alberta Wildlife Act and Wildlife Regulations*
- *Alberta Environmental Protection and Enhancement Act (EPEA)*

Note: Suncor has EPEA approval for each of its sites pursuant to the EPEA Section 155.

¹ Suncor sites include Base Plant, East Tank Farm, Voyageur, Fort Hills, Dover, Firebag (in situ), and MacKay River (in situ), as well as any work executed by DCLL and SELC under existing approvals for the sites listed. Syncrude is not included in this standard.

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Contact Numbers Contact numbers for Suncor sites in the RMWB:

Suncor Site	Group	Contact
Base Plant	Environment and Regulatory	+1 (780) 743-7780
	Security / Wildlife Reporting	+1 (780) 790-7001
	Wildlife Management Team	wildlife@suncor.com
Fort Hills	Environmental Affairs	+1 (780) 743-6840 fhenvaffairs@suncor.com
	Wildlife Response (i.e., sightings)	+1 (780) 588-3500
MacKay River	Environmental Department During business hours (07:00–17:00)	+1 (780) 881-8336
	Base Plant Environment & Regulatory Hotline (outside business hours)	+1 (780) 743-7780
	Security	+1 (780) 370-2844
Firebag	Environment and Regulatory	+1 (780) 598-4335
	Security	+1 (780) 598-0835

Background

Suncor sites throughout the RMWB are located within the boreal forest, a natural feeding, breeding, and denning area for numerous birds and wildlife. While it is recognized that wildlife will exist on and around our sites, Suncor expects all reasonable efforts will be made to protect both our workers and the wildlife.

When planning activities with the potential to disturb wildlife habitat either on publicly or privately owned land, Suncor workers must be familiar with and make use of this standard. It is important to seek additional input from the Wildlife Management Department(s) before undertaking activities with the potential to impact wildlife or their habitat.

Either directly or indirectly, activities that create disturbance are likely to impact wildlife and their habitat. Key considerations in planning disturbances include the associated level of disturbance, the type of habitat and wildlife species that may be present, and the timing of activities.

Roles and Responsibilities

The following individuals and groups have the following roles and responsibilities:

Individual/Group	Roles and Responsibilities
Owner	- Ensures this document is reviewed according to the required revision cycle. - Ensures this document is updated to accommodate engineering changes within the plant. - Ensures this document is updated to mitigate risks found as the result of an incident. - Ensures updates to this document are communicated to affected personnel, including other Business Areas.
Document Approver	- Ensures this document is necessary and that it aligns with management and company direction. - Provides resolution of any interpretation issues associated with this document.
Business Area	- Authorize barbeque events, along with area safety, Emergency Services Department (ESD) and Wildlife Management Department(s) approvals. - Responsible for the work/activity, including the planning and execution of disturbance work/activity.
Document User (all workers)	- Works in compliance with this standard. - Refers to the Wildlife Management Department(s) for additional guidance when required.
Security/Fort Hills Wildlife Response	- Receives and documents wildlife reports. - Engages the Wildlife Management Department(s), when required.
Wildlife Management Department	- Has overall responsibility for developing and maintaining wildlife programs on each site. Depending on the site, the department may be Environment and Regulatory, Reclamation, Environmental Affairs, or Environment, Health, and Safety (EHS). - Responsible for acquiring and fulfilling the conditions of all permits related to wildlife including ensuring that all wildlife sightings and incidents are documented, monitored, and reported as required for the Research Permit and Collection Licence, the Alberta <i>EPEA</i> Approval and as otherwise required by regulators.

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References

- [RNP00008](#) Land Use Authorization Procedure
- [Online Wildlife Reporting Tool](#)
- [RGM02002](#) Field Level Hazard Assessment
- [RGP15001](#) OEMS Element 15: Incident and Hazard Management
- [RHS00038](#) Waste Management and Housekeeping Requirements in the Wood Buffalo Region
- [RHS00037](#) Wildlife Fencing
- [SUN-00154](#) Risk Management Standard
- Suncor Human-Bear Conflict Management Plans (site-specific)
- [RHS00052](#) Whooping Crane Response Standard
- [RHS00053](#) Wildlife Sweep Standard – Base Plant and Fort Hills
- [BHP00001](#) Environmental Incident Reporting

Definitions

The following terms and acronyms are used in this standard:

Acronym/Term	Definition
Activity	Any element of operations or development (e.g., planning, construction, production, maintenance, decommissioning) that occurs on the landscape associated with upstream oil and gas projects.
Aerosol Safety Container	A safe containment device for storage and transportation of bear spray in motorized vehicles or in a building.
BCR	Bird Conservation Regions as delineated by Environment and Climate Change Canada (see Nesting Zones).
Bear Encounter	To unexpectedly physically come upon, meet, or be in conflict with a bear, with no safe retreat to a vehicle or building.
Bear Spray	A non-lethal spray that has proven itself effective against bears in close proximity (within 3 m) to the individual. A form of personal protective equipment (PPE) that requires appropriate training.
Den Site	The lair or shelter of an individual wildlife species that is used for shelter, rearing young, or hibernating.
Disturbance	Any alteration of the natural landscape by anthropogenic or natural processes. Any type of activity that has the potential to negatively impact wildlife and important wildlife features.
Disturbance Area	An area where direct construction or disturbance activity will take place; any area/habitat that will be disturbed in some way resulting from planned activities.
EPA	Alberta Environment and Protected Areas (formerly Alberta Environment and Parks)
EPEA	Alberta <i>Environmental Protection and Enhancement Act</i>

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Acronym/Term	Definition
ESC	Energy Safety Canada
Euthanize	To humanely kill an animal with the least possible perception of pain, fear and distress, given the context and circumstances. Rapid onset of unconsciousness and insensitivity to pain followed by respiratory, cardiac, and brain arrest.
Feeding Wildlife	Includes hand feeding, throwing food towards an animal, leaving food, any consumable, attractant or domestic waste accessible to an animal, as well as littering. Any fed wildlife is considered = an incident which would require an investigation. People found feeding wildlife will be subject to disciplinary action up to and including termination.
Fieldglass	Suncor SAP application used to manage contract administration, invoicing, purchase orders, workers (contractors).
Food-Conditioning	When wildlife becomes used to feeding on human food and searches for these sources of food from humans. This behaviour is reinforced by a food reward, which conditions wildlife to that behaviour or location; for example, wildlife feeding at landfills or garbage bins day after day, or wildlife returning to a work site because it is being fed.
Forest Habitat	Habitats predominantly vegetated with trees regardless of age.
Habituation	When human behavior modifies animal behavior and animals stop being afraid of humans.
Hibernacula	Winter house/den site for hibernating animals.
Human-Bear Conflict Management Plan	A site-specific document summarizing possible human-bear conflict hazards as well as recommendations for mitigations addressing human-bear interaction risks.
Human-Wildlife Interaction	To physically come upon, meet, or be in conflict with wildlife, including bears, where the person and the animal are mutually aware of each other.
Important Wildlife Feature	Feature or habitat vital to a species during any stage of its life cycle, including, but not limited to, breeding, rearing young, or hibernation. A den, nest, lek, burrow, roost, house, or other residence of a licenced animal pursuant to the Alberta Wildlife Act and Wildlife Regulation.
Industrial Wastewater	The composite of liquid wastes and water-carried wastes, any portion of which results from any industrial process or pit dewatering carried on at the plant.
Key Wildlife Biodiversity Zones (KWBZ)	Considered to be a combination of key winter ungulate habitat and higher habitat potential for biodiversity (AEP 2015).
Lek	Traditional place where male grouse assemble during mating season and engage in competitive displays to attract females.
Licensed Animals	Wildlife species for which a permit is required to handle, capture, trap, house, etc. under the Alberta <i>Wildlife Act</i> . Non-licensed animals do not require a permit for possession.

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Acronym/Term	Definition
Line-of-Sight Buffer	The cleared area or open space between the forested wildlife habitat (unaffected area) and the active work area where workers will be outside of vehicles or buildings (e.g., pad berm, parking lot, sea can, smoke pit, wash car). Line-of-sight buffers are prescribed by the Wildlife Risk Zone that the location falls into.
MBCA MBR	<i>Migratory Birds Convention Act</i> <i>Migratory Birds Regulations</i>
MSSC	Master Schedule of Standards and Conditions (AEP 2021)
Nesting Period	Nesting periods outline the timeframe when nesting is most likely to occur for most species of migratory birds for that nesting zone. The nesting periods provide a date range that identifies the start of the nesting period, using the initiation of egg -laying, and end of the nesting period when the young have naturally left the vicinity of the nest. Since these periods do not include the nest building stage before egg-laying, caution needs to be taken at the beginning of the general nesting period to avoid incidental take (ECCC 2018). For each nesting zone, a more detailed nesting calendar provides more detailed information on the proportion of migratory bird species that are predicted to be actively nesting on a given date, which are broken down for a variety of habitat types.
Nesting Zone	Nesting zones represent large, general areas within Canada that closely correspond with Bird Conservation Regions that take into account species diversity and mean annual temperature. These zones help to determine regionally relevant nesting periods for multiple species within large geographical areas across Canada (ECCC 2018). The B5 Nesting Zone is applied by Suncor within the RMWB.
PPE	Personal Protective Equipment - any device worn or held by an individual for protection against one or more health and safety hazards.
Qualified Environmental Professional (QEP)	Personnel or contractor who possesses sufficient education, training, and experience necessary to exercise professional judgement in wildlife biology. The individual shall be registered with an organization or association which requires that members follow a Code of Ethics and are competent in their field of practice.
Registered Fur Management Area (RFMA)	A parcel of public land, the boundary of which a person can hold a Registered Fur Management Licence to hunt and trap fur-bearing animals.
Safe Haven	A location that provides a barrier between a worker and wildlife, where workers can take shelter and avoid wildlife that are sighted, such as inside a vehicle or building within a two-minute walk.
SARA	<i>Species At Risk Act</i>
Setback Buffer	A prescribed area around a wildlife feature where disturbance is not permitted. Setback buffers are typically prescribed as per MSSC requirements or by a QEP in cases where no setback buffer is outlined. Note: This differs from the environmental buffer zone along the Athabasca, Steepbank, and other rivers/streams.

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Acronym/Term	Definition
Suncor Sites	Suncor Energy Inc. sites included in this Standard refer to Base Plant, Fort Hills, Firebag, MacKay River, East Tank Farm, Voyageur, and Dover. Does not currently include exploration activities outside of main footprints or Syncrude.
Waste	Domestic garbage including food, food waste, food wrappers, coffee cups, as well as non-food items such as oils and greases, cleaning agents, and shop or lab waste.
WBT	Web-based training
Wildlife	Big game, birds of prey, fur bearing animals, migratory game birds, reptiles, amphibians, non-game animals, non-licence animals and upland game birds, and includes any hybrid offspring resulting from the crossing of two animals.
Wildlife Collection	Any wildlife that is collected on site, including wildlife that is injured, oiled, found dead, or euthanized.
Wildlife Feature	Occupied features are sites with physical presence of an animal using the features for its intended purpose (e.g., nesting, rearing, hibernating) or assumed occupancy based on evidence of recent animal sign including fresh feces, tracks, feathers, signs of digging, and/or territorial displays. Unoccupied features include residences where no animal is observed, there is no recent animal sign indicating current residence, or the feature is not being used for its intended purpose.
Wildlife Fence	An electrified fence specifically designed, constructed, and maintained to exclude wildlife (as described in RHS00037 Wildlife Fencing Standard).
Wildlife Habitat	The terrestrial and aquatic environments and associated ecosystem elements that in combination provide the requirements of food, water, reproduction (nesting), cover, and space needed to support self-sustaining populations of wildlife. This includes but is not limited to reclaimed areas and the environmental buffer zones.
Wildlife Incident	Any observation of wildlife where there is a risk to the animal, or where a human-wildlife interaction occurred. It includes observations of wildlife in close proximity to workers causing a safety concern, including workers in camp; feeding wildlife; road-killed animals or animals found dead; distressed wildlife; and any injured, oiled or euthanized animals.
Wildlife Management Department	The individuals responsible for developing and maintaining wildlife programs on each site. Depending on the site, the department may be Environment and Regulatory, Reclamation, Environmental Affairs, or Environment, Health, and Safety (EHS).
Wildlife-Proof Waste Bin	Waste container that is specifically designed to keep black bears and other wildlife from accessing contents when used appropriately.
Wildlife-Resistant Storage	Secure storage that limits access to the contents from wildlife; secured sea cans and buildings are good examples, vehicles and sheds with unsecured doors are not.

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Acronym/Term	Definition
Wildlife Risk Zone (Low to Moderate)	A zone determined by the Wildlife Management Department using wildlife sighting data as well as criteria used to evaluate the potential for human–bear interactions during assessments of areas. The Wildlife Management Department will distribute updates to these zones from time to time when new areas are added or the zone changes. A minimum of a 15 m line-of-sight buffer is required in zones designated as low to moderate risk, which is also the minimum requirements to meet the building code. Each Business Area is responsible for assessing buildings in their area for a an appropriate line-of-sight buffer and maintaining as required. If an active facility boundary in the moderate wildlife risk zone has a line-of-sight buffer less than 15 m, a risk assessment is required that includes input from the Wildlife Management Department.
Wildlife Risk Zone (High)	A zone determined by the Wildlife Management Department using wildlife sighting data as well as criteria used to evaluate the potential for human–bear interactions during assessments of areas. The Wildlife Management Department will distribute updates to these zones from time to time when new areas are added or the zone changes. These locations are considered to have a high risk of human–wildlife interactions. A minimum of a 30 m line-of-sight buffer is required. • If a 30 m line-of-sight is not achievable in high-risk zones, a notification escalated to representative management will occur and other controls put in place will be required to reduced wildlife risk (wildlife watch or monitor depending on risk assessment). • In addition, any new facility in these zones requires a risk assessment with input from the Wildlife Management Department.
Wildlife Sensitivity Zone	Provincial ranges requiring additional mitigation considerations for selected wildlife species, species groups and ecological regions (e.g., Key Wildlife and Biodiversity Areas [KWBZ], Richardson Caribou Range [Firebag]).
Wildlife Sighting	Any observation of wildlife on site.
Wildlife Sweep	An immediate search (i.e., visual search) of the proposed activity or development site and surrounding area (100 m buffer) to identify important wildlife features (including but not limited to nests, dens, and hibernacula) that must be avoided during associated activities (AEP 2021).
Workday	A web-based platform which Suncor employees use to access and complete their training.

2. Preventative Controls

Note: All Suncor personnel and contractors must be compliant with the following preventative controls.

	Item	Description
Avoidance and Awareness	2.1	Workers must not contribute to wildlife habituation. - Workers must not stop a vehicle to look at an animal or take photos/videos; workers will drive away with caution and report the sighting. - If an animal is encountered, workers must stay in the vehicle, building, or other safe haven until the animal is no longer present. If a safe haven is not present, cautiously move to a safe location. Once in a safe haven report the sighting. - Workers must report all wildlife sightings through the online wildlife reporting tool or by calling security; at Fort Hills call Wildlife Response. - Taking pictures of wildlife is prohibited, except for in specific situations as determined by the Wildlife Management Department. - Under no circumstances is wildlife to be approached, handled, disturbed, relocated, or collected, unless otherwise directed by the Wildlife Management Department. - Do not use headphones or listening devices while working on the job site, except when required for a specific scope of work. Additional controls should then be put in place for those specific circumstances. - Building doors and windows must be closed when not in use, which includes the doors of sea containers, vehicles and trailers. - All waste containers must be closed when not in use. Waste that may be an attractant to wildlife must be stored in wildlife-proof waste bins.

	Item	Description
Do Not Feed Wildlife	2.2	Feeding of wildlife is prohibited. People found feeding wildlife or leaving food out where it is accessible to wildlife will be subject to disciplinary action up to and including termination. For the lowest risk approach, the Wildlife Management Department recommends that food is not consumed outside at picnic tables to ensure that attractants for and impacts to wildlife are minimized. All outdoor domestic waste receptacles must be wildlife-proof and in good working condition. Wildlife-proof waste bins should be installed at least 100 m from vegetation where practicable. Where not possible, Suncor and its contractors shall ensure that bins are not placed along vegetation and at a minimum of 30 m away from vegetation. - Wildlife-proof bins should be checked and emptied on a schedule rather than based on bin fullness, to reduce the potential for odours that may attract wildlife. Confirm that bins are functioning as designed as part of this check. - If food waste is observed in garbage bins of the improper type (e.g., industrial waste bins) or a wildlife-proof bin is observed as being full or overflowing, facilities should be contacted to remove all food waste. - In yards where the workers are responsible for emptying the bins, a checklist must be created for workers to follow at the start of each shift to assign the responsibility of checking and emptying the bins when required. Building doors and windows must be closed when not in use.. Doors and windows that are left open to unoccupied buildings will be investigated and individuals found responsible will be subject to disciplinary action. Outside windows or doors to rooms where there are any food or food waste stored shall always be kept closed even when in use. If workers need to have food in vehicles, ensure the windows and doors are closed. Spot inspections of vehicles on site should occur regularly by Area Management, Contractors, and Wildlife Management Department. Smoke pits must have a minimum of a 30 m line-of-sight buffer and are required to have zero waste on the ground, including cigarettes which are an attractant to wildlife. Follow the Wildlife Risk Zone requirements for the area. Smoke pits should be audited (Human-Wildlife Conflict Assessment Checklist, refer to Appendix B) by Area Management at a regular frequency to assess compliance to this standard as well as Appendix 1 in the Smoking and Vaping Restrictions Standard (RHS00022). Garden boxes/plots are not permitted on site, as berries, vegetables, and various plants may be food attractants to bears and other wildlife.

	Item	Description
Requirements for Fences to Exclude Wildlife	2.3	Areas where food waste and odours can accumulate (landfills, camp kitchen waste areas, etc.) require a fence designed to exclude wildlife in accordance with the Suncor RMWB Wildlife Fencing Standard (RHS00037). Note: Wildlife fences do not prevent wildlife from being attracted to the attractant within the fence but limit wildlife from accessing the attractant. Wildlife fences are not installed to reduce wildlife encounter risks; they are installed to reduce food-conditioning of wildlife. Additional mitigations are required to reduce wildlife encounter risk (e.g., appropriate siting, vegetation management). Pursuant to <i>EPEA</i> Approval conditions, wildlife must be prevented from coming into contact with industrial wastewater. • Wildlife fencing may be one form of mitigation. • Wildlife deterrents (e.g., scare cannons, effigies) may be preferred due to access/egress considerations for both workers and wildlife. • Consult with the Wildlife Management Department before installing wildlife fencing around industrial wastewater or any other pond structures. • Wildlife fences can introduce additional safety risks to workers which need to be considered prior to installation.
	2.4	Avoid clearing, destructing, or disturbing important wildlife features such as nests, dens, burrows, roosts, lodges, hibernacula, leks, and amphibian breeding wetlands throughout the year. Refer to Suncor's RHS00053 Wildlife Sweep Standard for more information. Additional notes: • Wildlife sweeps must be conducted <u>year-round</u> prior to construction or disturbance activities to ensure the site is free of wildlife and important wildlife habitat features. • Any planned disturbance activity must involve communication between Business Area and Wildlife Management Department. • All workers must report to the Wildlife Management Department(s) if an important wildlife feature is identified. • If an important wildlife feature is identified, a setback buffer will be established around the feature by the Wildlife Management Department and applicable Business Area. • If an important wildlife feature is disturbed accidentally, work in the area must immediately cease and the appropriate Security or Environmental Affairs notified (see Contact Numbers at beginning of this document) to dispatch the appropriate response personnel that will assess the situation, provide guidance, and advise on the applicable setback buffer to be set up. • For reporting requirements associated with wildlife sweeps and vegetation disturbance, refer to Wildlife Sweep Standard (RHS00053). • It is important to ensure that wildlife deterrents are in place pre-construction to ensure wildlife do not establish wildlife features and risk the project being put on hold accordingly.
Avoid Disturbing or Destroying Important Wildlife Features		

	Item	Description
Avoid Clearing in Wildlife Sensitivity Zone	2.5	Avoid clearing within a provincial Wildlife Sensitivity Zone. - Consult with the Wildlife Management Department well in advance (i.e., at least one month prior to execution and/or in the design phase) to determine if planned habitat disturbance activities will occur in a Wildlife Sensitivity Zone. - Reference the Wildlife Sensitivity Zone layer in SunMaps in the following steps: - Go to SunMaps: https://geocprdcgy001.network.lan/Html5Viewer/index.html?viewer=Suncor_hv# - Select the "I want to" option near the top of the page - Select "Add Map Layers" from the drop-down menu - Select "Environment, Conservation, and Reclamation" - Select "Wildlife" - Check the "Wildlife Sensitivity" option - Select from various wildlife sensitivity zone delineations and click "okay" - Allow SunMaps time to load the layer - Navigate to different locations on Suncor sites to review the wildlife sensitivity zones selected - If activities must occur in a Wildlife Sensitivity Zone, the Wildlife Management Department must provide direction. - There is no guarantee that work within a Wildlife Sensitivity Zone can occur. - Mitigations and timelines are variable depending on the location, timing and level of disturbance. - Mitigations may include rescheduling the project.
	2.6	Business Areas must clear and routinely manage vegetation to establish and maintain line-of-sight buffers between site infrastructure and areas of vegetation growth and reduce attractiveness of roadside areas for wildlife (i.e., thereby reducing the potential of wildlife mortalities due to vehicle collisions). - To determine the appropriate timing for any planned activity with the potential to impact wildlife and wildlife habitat refer to RHS00053 Wildlife Sweep Standard. - Notify the Wildlife Management Department of any planned line-of-sight clearing prior to beginning and keep records of the locations and area where clearing is completed. - A minimum 15 m line-of-sight is required in all areas of site except for those identified as high wildlife risk zones. Areas identified as high wildlife risk zones require line-of-sight of at least 30 m. - Clearing shall be maintained to ensure wildlife setback buffers remain in compliance with the RHS00053 Wildlife Sweep Standard, and maintenance clearing shall be completed at least every year from September 1 to October 1 to avoid the migratory bird nesting period and the bear denning period. - Each Business Area is responsible to conduct monthly inspections from April to October to ensure vegetation and any other attractants are managed according to the Human-Wildlife Conflict Assessment Checklist in Appendix B.
Vegetation Clearing to Reduce Human-Wildlife Encounters		

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	Item	Description
		Additional details: • Either directly or indirectly, activities that create disturbance are likely to impact wildlife and their habitat. • Key considerations in planning disturbances include the type of habitat, wildlife species that may be present, and the timing of activities. • For more information relating to scheduling vegetation clearing and the minimum period for notifying the Wildlife Management Department refer to RHS00053 Wildlife Sweep Standard.
Use of Conditioning Tools	2.7	Conditioning tools such as pyrotechnics, non-contact projectiles, and contact projectiles must only be carried and deployed by workers approved by the Wildlife Management Department (e.g., Wildlife Monitors, Wildlife Specialists) and authorized under Alberta Fish and Wildlife and/or Alberta Environment and Protected Areas (EPA) through written approval, or in accordance with site-specific Research Permit and Collection Licences (RPCLs).
Use of Personal Deterrents	2.8	Employees and contractors can use deterrents, such as bear spray and air horns, provided the requirements below are met in consideration of the <i>Occupational Health & Safety Act</i> and <i>Criminal Code of Canada</i> regarding the use of prohibited weapons such as bear spray: • The worker works or conducts tasks within or in close proximity to wildlife habitat and/or, the hazard ID completed for this scope of work supports the need to carry deterrents, such as bear spray. • The training requirements are met (Section 6), including when and how to use the deterrent, and workers have had in-person practical training by a subject matter expert (SME). When working within or in close proximity to wildlife habitat where there is a risk of a wildlife encounter, and if a hazard identification and risk assessment cannot mitigate the risk level to a Risk Rank IV for wildlife encounters, the following requirements must be met: • Workers must use proactive, behavioural, and audio controls before using contact controls in alignment with the Wildlife Awareness training. • Workers must carry either a pea-less whistle (for example, Fox 40) or an air horn, or both, in order to: • Provide an alternate/first use deterrence by startling wildlife, and • Signal co-workers that there is wildlife in the area. When using audio tools to signal co-workers, the process that will be conducted should be discussed and understood by all workers present. • Workers must carry bear spray in the event that the risk level cannot be reduced to a Risk Rank IV. Bear spray should be considered the last line of defence when all other controls have been put in place. All Suncor-issued deterrents remain Suncor Energy Inc. property and must be returned by the employee and/or contractor: • When their employment (or contract) with Suncor Energy Inc. ends; • If deterrents become damaged or are thought to be damaged; • Following accidental or intentional discharge so that a replacement can be issued, as required; • When past the product expiry date; and/or • Under any other circumstances, as requested by Suncor.

Item**Description**

Prior to contractors bringing their own bear spray to site, the following shall be in place:

- A hazard ID should be submitted to the Suncor Business Area and approved that bear spray is required, and
- A contractor process must be in place to ensure compliance with all requirements specified in this standard, including an auditing and reporting process as described below.
- Contractors have had in-person practical training by a subject matter expert.

The following requirements pertain specifically to bear spray:

- Bear spray shall only be handled by employees and contractors who have received the appropriate training (RMWB Wildlife Awareness Intermediate web-based training [WBT], including an in-person bear spray practical supervised by a subject matter expert) and who possess a current and valid Wildlife Awareness Intermediate certificate.
- Bear spray must be inspected for damage, defects, and expiration date prior to being carried as a personal deterrent.
- Bear spray must be stored and transported in an aerosol safety container.
- Bear spray must not be transported in Suncor provided airplanes.
- Bear spray must not be transported in Suncor provided bussing off site.
- When worn, bear spray must be carried in a holster, must be visible, and must be positioned so it is easily accessible.
- If bear spray cannot be carried visibly due to environmental conditions, workers must communicate possession of bear spray to workers in the immediate area.
- Bear spray canisters must not be exposed to excessive heat (above 48°C – do not leave in a hot vehicle) or cold (0°C – store away from freezing temperatures).
- Bear spray canisters must display a *Pesticide Control Products Act* registration number.
- Bear spray shall be carried from March 15 to November 30. During December 1 to March 14, when working in wildlife habitat away from a safe refuge, where possible, workers shall carry bear spray under their jackets to prevent the bear spray from freezing.
- All instances of accidental or intentional discharge of bear spray (except those for training purposes) must follow the incident management process including completion of an incident report and be reported to:
 - Supervisor(s)
 - Environmental Health and Safety professional (Wildlife Management Department)
 - Senior management
- All lost canisters of bear spray must be reported to the supervisor.
- Bear spray shall not be installed to remain in place in work fronts to be used as a communal personal deterrent (e.g., smoke pits, outside lunchrooms, parking lots). Each trained worker is responsible to carry their own bear spray on their person when working in, or within close proximity, of wildlife habitat. The use of a sign-in and sign-out system for bear spray is permissible, however, bear spray canisters shall always be designated to a single person.

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	Item	Description
Use of Barbeques/ Outdoor Cooking		Regular audits of individuals carrying bear spray must be conducted by representatives from the area they are working in to ensure they are compliant with the bear spray requirements outlined in this standard.
	2.9	All barbeque (BBQ) and outdoor cooking events must be authorized by the Business Safety Department, Emergency Services Department (ESD), Wildlife Management Department, and Business Area, who may inspect the event location before, during, and after the event. See Appendix C for the BBQ authorization form and below for additional notes: - An outdoor cooking event (including BBQ's) must have the appropriate permits, including a Hot Work Permit before the use of any cooking appliances. - All BBQs must be removed prior to the end of day. - If an outdoor cooking event is planned and approved, all risks, including fire and wildlife exposure, must be mitigated. The following precautions must be taken: - A 20-lb multipurpose dry chemical fire extinguisher must be within 3 m of any cooking appliances. - Cooking appliances must be located a minimum distance of 7.5 m from compressed gas cylinders, other than the connected those required for cooking appliances to function. - Cooking appliances must be located a minimum distance of 3 m from any combustible materials such as, building walls, dry leaves, etc. - Cooking appliances must be a safe distance from wildlife habitat to limit the possibility of wildlife encounters. Safe distances vary, but the any cooking appliances shall be a minimum of 30 m from wildlife habitat. If unsure of the safe distance for outdoor cooking events from wildlife habitat, consult with the Wildlife Management Department. - All cooking appliances must be on even ground. - Cooking appliances must have a drip tray or similar mechanism to collect all grease and oils. - The event must have a wildlife-proof waste bin for disposal of all waste such as, food, wrappers, etc. and the grease and oil from the drip tray or similar mechanism. - Cooking appliances must not be left unattended at any time during or after the event until properly stored. - After the event, all cooking appliances must be thoroughly cleaned and stored to prevent attracting wildlife to the work area.

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3. Incident Requirements

Note: All Suncor personnel and contractors must be compliant with the following standards around wildlife incident classifications, response and reporting.

	Item	Description
Reporting Wildlife Sightings – No Threat	3.1	All workers must report the observation of any animal on Suncor sites where there is no threat to the animal or human observer using the online wildlife reporting tool or using the contact information for each site as outlined in Section 3.2.
	3.2	All workers must immediately report the observation of wildlife on Suncor sites that poses a threat to worker safety, is injured or oiled, is at risk of injury or death, or is dead, to Suncor Security at all sites other than Fort Hills, which requires reporting to Wildlife Response. These can include wildlife mortalities due to habitat disturbances, vehicle collisions, contact with site infrastructure, interactions with site substances, etc. • Base Plant Security: 780-790-7001 • Firebag Security: 780-598-0835 • Fort Hills Wildlife Response: 780-588-3500 • MacKay River Security: 780-370-2844 Security must then immediately notify the site specific Environmental on-call. For human safety related incidents, Security must also notify the appropriate wildlife management contractor.
Information to Include in Wildlife Sighting Report	3.3	At a minimum, the following information should be included when reporting wildlife sightings; date, time, location (description and/or UTM coordinates if possible), species (if known), animal condition (dead, oiled, injured, aggressive, healthy, etc.), what the animal is doing, physical description of the animal (color, markings, etc.), if there is an immediate safety risk, and observer contact information.
Handling Wildlife	3.4	In accordance with the Alberta <i>Wildlife Act</i> and various Research Permit and Collection Licenses, under no circumstances should workers handle any wildlife, including, but not limited to, injured and oiled wildlife, unless they are otherwise directed by the Wildlife Management Department, Environmental On-call, or Alberta Fish and Wildlife.
Wildlife Sighting Response	3.5	If the Wildlife Management Department determines that an animal has become a nuisance or is placing worker safety at risk, Alberta Fish and Wildlife will be contacted for direction by the site-specific Wildlife Management Department. Live traps may be set after a Damage Control License is acquired and may only be deployed by an Alberta Fish and Wildlife Officer, an authorized trapper, or trained Suncor staff. Bear traps may only be armed by an Alberta Fish and Wildlife Officer. If the animal is injured, oiled or dead, the Wildlife Management Department will contact Alberta Fish and Wildlife immediately if required for direction.
Incident Management System Entry for Wildlife Incidents	3.6	All wildlife incidents must be assessed in alignment with the Suncor Risk Matrix, and where applicable, entered into the Incident Management System by the Business Area owner. If unsure, ask the Wildlife Management Department. This includes, but is not limited to, incidents as described in Appendix F . The appendix includes a detail description on the consequence category and other information needed for the incident management system.

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	Item	Description
		- Wildlife incidents excluded from the Incident Management System entry requirement are those from a Damage Control Licence. - Oiled found dead wildlife, oiled or unoled euthanized wildlife, or found dead wildlife where the event is under an internal Privileged and Confidential investigation must be classified as <u>Privileged and Confidential</u> and must be named "Wildlife Recovery". - Wildlife events qualifying as a <u>Regulatory Consequence 2</u> can include incidents where there is a breach of an approval or license condition, or where government regulations or acts, for example, Alberta's <i>Wildlife Act</i> or similar, are contravened. - Apply an actual <u>Regulatory Consequence 3</u> risk ranking to any wildlife event where the regulator conducts an investigation of the incident and either imposes administrative actions <u>or</u> an enforcement ticket is issued. - Apply a potential <u>Regulatory Consequence 3</u> risk ranking to any wildlife event where wildlife dies, is destroyed, or relocated due to Suncor's lack of diligent action in managing a known risk at site (for example, poor waste management practices, unmitigated bitumen or oil, or entering a Wildlife Proximity Buffer without prior authorization). <u>Assign and notify</u> the Wildlife Management Department for all wildlife incidents in Incident Management System to provide assistance on proper incident classification and any corrective actions.
Regulatory Consequence 3 Response (Actual)	3.7	The Incident Owner assigns an investigation as per the Incident Management process (BHP00001). The Wildlife Management Department Protocol is: - Environmental on-call or the Wildlife Response (Fort Hills) must report the event to the Wildlife Management Department and the EHS Manager. - If the incident is an actual Regulatory Consequence 3, the Environmental and Regulatory or EHS Manager will notify the EHS Director and Manager or Director of the Business Area in which the incident occurred that an actual Regulatory Consequence 3 incident has occurred.

4. Wildlife Recovery Requirements

Note: All Suncor personnel and contractors must be compliant with the following wildlife recovery requirements.

	Item	Description
PPE	4.1	At a minimum, standard PPE for the area should be worn, along with coveralls and disposable gloves while handling wildlife.
Regulatory Conditions	4.2	Wildlife must only be approached and/or handled in accordance with the site-specific Research Permit and Collection License, unless given approval to do so by the Wildlife Management Department in consultation with the appropriate regulator.
Live Wildlife	4.3	Only Alberta Fish and Wildlife Officers, the Wildlife Management Department or their designate, or an authorized trapper under a Damage Control Licence or WA19A form can handle, trap or remove live animals. - The Wildlife Management Department must obtain a Damage Control Licence or seek authorization from EPA under a WA19A form where applicable, before any traps are deployed within the Suncor lease area. All licence conditions must be followed accordingly. - Live animal traps may only be handled or armed by a trained member of the Wildlife Management Department or trapper authorized under a Damage Control Licence or WA19A form. Live bear traps may only be armed by an Alberta Fish and Wildlife Officer but may be relocated under the direction of an Alberta Fish and Wildlife Officer by individuals designated by the Wildlife Management Department. - Do not approach a live animal or an animal trap on site, empty or otherwise, unless directed by the Wildlife Management Department. - Do not attempt to euthanize an oiled, injured, or distressed animal. Only trained, authorized contractors under the authorization of Alberta Fish and Wildlife or site-specific Research Permit and Collection Licence may euthanize an animal.
Dead Wildlife	4.4	Only Alberta Fish and Wildlife Officers, the Wildlife Management Department, or their designate, with approval from an Alberta Fish and Wildlife Officer, or as specified in the current Research Permit and Collection Licence, or an authorized trapper under a Damage Control Licence or WA19A form, can handle or remove dead animals. - The Wildlife Management Department or Environmental on-call will consult with Alberta Fish and Wildlife (including referencing the current Research Permit and Collection License conditions) on handling, moving, and documenting dead animals when required. - Only Alberta Fish and Wildlife Officers, the Wildlife Management Department, or their designate, with approval from an Alberta Fish and Wildlife Officer, or as specified in the current Research Permit and Collection License, or an authorized trapper under a Damage Control Licence can handle or remove dead animals. - Pelts and carcasses acquired by trapping efforts must be offered to Registered Fur Management Area (RFMA) owners ahead of other interested parties.

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5. Communications and Documentation

Note: All Suncor personnel and contractors working on any Suncor RMWB sites must be compliant with the following communication and documentation standards.

	Item	Description
Online Reporting Tool	5.1	Up to date wildlife sightings can be accessed from the online Wildlife Reporting Tool and should be reviewed with crews during first hours of work. Emails detailing wildlife activity at each site in the previous 48 hours are distributed daily to relevant distribution lists.
Signs	5.2	The Wildlife Management Department will identify areas requiring wildlife signage and will coordinate installation and placement with Business Area (Operations). - Temporary signage will be placed in areas where elevated wildlife activity has been identified (for example, bears have been spotted in this area, or bear den signage). - Install permanent signage in relevant areas with high visibility (for example, "Caution - you are working in bear country").
Communication	5.3	Information Bulletins, Safety Alerts & Toolbox Talks: - Leaders to review communication materials with crews when issued and posted in central meeting points to ensure broad scale communication, including areas without readily available access to Internet or cellular communications (non-wired areas). Contractor Communications: - Suncor contract coordinators to ensure contractors receive communication materials to review with crews and that communications are posted in central meeting points to ensure broad scale communication, including areas without readily available access to Internet or cellular communications (non-wired areas).
Documentation Retention	5.4	Retain all documents created in support of any: - Wildlife fence application, installation, maintenance and inspections as per RHS00037 - Wildlife sweeps as per RHS00053 Wildlife Sweep Standard, including vegetation clearing of line-of-sight activities - Human–Wildlife Conflict Assessment (Appendix B) - BBQ Authorization Form (Appendix C) - Wildlife Awareness Training Requirements (Appendix D) - Wildlife Monitors vs. Wildlife Watch Flow Chart (Appendix E)

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6. Suncor Training Requirements

Note: All Suncor personnel and contractors must be compliant with the following training requirements.

	Item	Description
Suncor Wildlife Awareness Training	6.1	There are two wildlife training courses offered at Suncor as described in the Suncor Wildlife Training Matrix (Appendix D). The Wildlife Training Flow Chart provides direction to Supervisors to determine which training is required for workers. - At a minimum, all workers undertaking activity on behalf of Suncor in the RMWB must have completed RMWB Wildlife Awareness Basic training. - In addition, all workers undertaking any field work within or in close proximity to wildlife habitat or outside of the surveyed facility boundaries in the RMWB must receive RMWB Wildlife Awareness Intermediate training. To carry bear spray on Suncor sites in the RMWB, both employees and contractors have to complete the RMWB Wildlife Awareness Intermediate training, which consists of theory and bear spray practical components. Bear spray practical needs to be in person and supervised by a subject matter expert (refer to Table 1 in Appendix D). RMWB Wildlife Awareness Intermediate Training shall include the following learning objectives: - Wildlife awareness and encounter training - Proper use of deterrents, including bear spray, as well as containing a practical bear spray component (that is, discharge of inert bear spray) - Bear ecology - Bear behaviour - Human-wildlife conflicts - Defensive vs non-defensive (predatory, curious) wildlife encounters - Response to bear encounters - Non-lethal deterrents
	6.2	Both Basic and Intermediate Wildlife Awareness Training require renewal every 3 years. Employees can retake the Wildlife Awareness Basic and Wildlife Awareness Intermediate theory component of training through completing the WBT in Workday. The bear spray practical component can be scheduled through Workday but needs to be in person and supervised by a subject matter expert. Contractors can renew their training either through Energy Safety Canada (ESC) or Suncor's contractor portal, given they are registered in Fieldglass.
Training Renewal		
Training Records	6.3	Records of training/instruction in Wildlife Awareness training shall be kept on file and must be made available upon request.

7. Wildlife Tools and Mitigations

Note: All Suncor personnel and contractors must consider the use of the following tools and mitigations in their work areas.

	Item	Description
Wildlife Field Personnel Mitigations	7.1	Personnel working within or in close proximity to wildlife habitat may be at risk of a human-wildlife interaction, and therefore mitigations must be implemented. Mitigations include the use of wildlife watch, wildlife monitor, and wildlife specialist personnel. Descriptions below and the flow chart (Figure 1) in Appendix E can be used as an aid to determine what level of mitigation is required for personnel working within or in close proximity to wildlife habitat. Business Areas may use the flow chart as a baseline and further specialize it for their specific areas. The Wildlife Management Department can be contacted to provide support and guidance as well. Key Notes: • All personnel working <u>within or close to wildlife habitat</u> must carry wildlife deterrents, including bear spray. Bear spray (note training requirements for bear spray in Section 6), air horns, and Fox 40 whistles are provided to personnel by Suncor. • In the event that a wildlife watch or wildlife monitor is put in place in areas that are <u>not in close proximity or within wildlife habitat</u>, only the wildlife watch or wildlife monitor needs to carry bear spray.
	7.2	The responsibility of the wildlife watch is to scan the surroundings for wildlife ("watch only"), when the tasks being performed by the crew require the crew workers complete attention. • Wildlife watch is appropriate in locations where workers are not within wildlife habitat, when workers are near a safe haven they can easily retreat to (e.g., vehicle or building), and workers are in wildlife habitat and have a clear line-of-sight (15m for low or moderate risk locations). • Wildlife watch cannot engage in any of the work scope and are required to perform wildlife watch responsibilities only. • Wildlife watch workers are not to approach wildlife, attempt to haze, or otherwise engage with wildlife. The only time any worker (including wildlife watch) shall engage with wildlife is as a last resort and following the procedures outlined in Wildlife Awareness Intermediate training and Section 6. • If the wildlife watch observes a bear or other potentially dangerous animal in the area, they shall notify the crew of the hazard. The particular notification method used shall be determined and understood by all employees involved in the work prior to beginning the work. • Wildlife watch workers must be comfortable scanning their surroundings for wildlife, calmly alerting crews of wildlife nearby, and be appropriately trained to carry and discharge bear spray if required (see Section 6). Wildlife Watch workers require Wildlife Awareness Intermediate training.
Wildlife Watch		

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	Item	Description
Wildlife Monitor	7.3	The responsibility of the wildlife monitor is to monitor the surroundings when working within wildlife habitat and provide advanced warning in the event bears or other wildlife are sighted at the work area to enable workers to move to a safe location. - Wildlife monitors are appropriate in locations where workers are within or very close to wildlife habitat without easy access to a safe haven (e.g., vehicle or building), but can be requested for other situations as well. If warranted, wildlife monitors will engage with the bear or other wildlife pre-emptively to allow personnel time to safely leave the area. Wildlife monitors provide a safe “bubble” around crews working in wildlife habitat and have wildlife deterrents available to them, if the situation requires. Wildlife monitors may conduct hazing, as per the Suncor Aversive Conditioning and Hazing Protocol, to allow personnel time to safely leave the area. - Wildlife monitors require a minimum qualification of 2 years’ field experience as an Alberta Fish and Wildlife/Conservation Officer, or 3 years of Environmental Science, Biology or related experience including traditional ecological knowledge. Wildlife monitors require sufficient training, expertise, and experience to be able to competently understand bear behaviour and the proper use of noise conditioning tools. The Wildlife monitors must have training in wildlife monitoring, wildlife hazing and aversion techniques, wilderness emergency response training and have completed Wildlife Awareness Intermediate training. - Operations must contact the Wildlife Management Department if a Wildlife Monitor is being considered or required. This does not apply to work arranged by Field Services (Base Plant and Fort Hills only). The Wildlife Management Department will provide guidance on consultants approved to conduct this work.

	Item	Description
Wildlife Specialists	7.4	Wildlife specialists are employed by the Wildlife Management Department and are responsible for responding appropriately to wildlife sightings across site. They respond to any location on site and must have an advanced understanding and experience with wildlife behaviour and the process of aversive conditioning. Wildlife specialists have access to wildlife deterrents to enable them to implement the Black Bear Aversive Conditioning and Hazing Program. The naming difference between wildlife specialist and wildlife monitor is used to differentiate the expectations of the job scope. Wildlife specialists are not paired with work crews; if personnel that normally fill the wildlife specialist role are monitoring for wildlife for a work crew as described above, they are acting as a wildlife monitor role. - Wildlife specialists require a minimum qualification of 2 years' field experience as an Alberta Fish and Wildlife/Conservation Officer, or 3 years of Environmental Science, Biology or related experience including traditional ecological knowledge. - Wildlife specialists require sufficient training, expertise, and experience to be able to competently understand bear behaviour and the proper use of noise conditioning tools as per the Suncor Black Bear Aversive Conditioning and Hazing Protocol. - Wildlife Specialists must have training in wildlife monitoring, wildlife hazing and aversion techniques, wilderness emergency response training, possess a firearms possession and acquisition license, and have completed Wildlife Awareness Intermediate training.
	7.5	The purpose of the SunMaps tool is to outline the various wildlife risk zones (low, moderate, and high) on Suncor's RMWB operating sites. Level of risk is dependent on the scope of work being executed and the surrounding environment. Ensure that all changes to any scope of work and surrounding environment, that may result in a change from what is shown in SunMaps, are considered. Note: SunMaps layers are not an exhaustive list; all areas and work scopes have not been assessed and conditions may have changed. These layers can be used as a starting point, but conditions and requirements of the specific work scopes must be reviewed. If an area is identified as having wildlife risk associated with it, wildlife hazards should be captured in the Job Safety Analyses and Field Level Hazard Assessments for jobs in the area and the appropriate mitigations be put in place to provide safety to workers (e.g., vegetation removal, workers trained for and carrying bear spray, wildlife watch, wildlife monitor). The layer in SunMaps should also be referred to when performing the Human-Wildlife Conflict Assessment (see Appendix B), as well as to inform the appropriate level of wildlife training required for workers in a particular area (Appendix D).
SunMaps Wildlife Hazard Rating Zones		

Item	Description
	The level of risk associated with an area on the layer will be highlighted within different colored polygons: • Green Zone – low risk – Workers in low-risk zones should assess all potential wildlife hazards within their work location as part of an FLHA used to determine whether it is necessary to carry wildlife deterrents. Part of the assessment process may also consider the use of a wildlife monitor or wildlife watch. • Yellow Zone – moderate risk – Workers in moderate risk zones must assess the need to carry wildlife deterrents depending on work scope and work location. • Red Zone – high risk – Workers within high-risk zones must be appropriately trained and carry bear spray, as well as a noise deterrent (e.g., Fox 40 whistle or air horn) on their person while outside. The Wildlife Risk Zones layer can be accessed through SunMaps using the following steps: • Go to SunMaps: https://geocprdcgy001.network.lan/Html5Viewer/index.html?viewer=Suncor_hv# • Select the “I want to” option near the top of the page • Select “Add Map Layers” from the drop-down menu • Select “Environment, Conservation, and Reclamation” • Select “Wildlife” • Check the “Wildlife Hazard Rating” option and click “okay” • Allow SunMaps time to load the layer • Navigate to different locations on Suncor sites to review the specific wildlife hazard rating Important Notes: • If the area being reviewed does not seem to be allocated the appropriate level of wildlife hazard risk, if you have questions about the level of wildlife hazard risk assigned, or if the area is not designated with a wildlife hazard risk ranking; please contact the Wildlife Management Department at wildlife@suncor.com to complete any necessary updates to the layer. If you work in a red zone and reduce the risks for that scope of work to a Risk Rank IV, bear spray may not be required (refer to Section 6 personal deterrents).
Capping Pipes and Culverts	7.6 Culverts, pipes, etc. not in active use shall be capped or have some means of preventing wildlife from entering them (i.e., crossed bars) and establishing dens. Any caps shall be installed prior to October 1 to mitigate for bear denning season.
Noise	7.7 New and increased noise disturbances must consider effects on known wildlife habitat features.
Lighting	7.8 Installation of adequate hooded lighting must be considered in work areas to ensure a balance of light pollution mitigation and visibility of wildlife during all light conditions (i.e. light pollution needs to be minimized in order to prevent impacts to bird migration). • Consider hooded lighting when lights are installed temporarily.
Mirrors	7.9 Installation of mirrors on buildings will allow for line-of-sight to view wildlife potentially approaching around corners.

8. Human–Wildlife Conflict Assessments

Note: All Suncor personnel and contractors must perform regular human–wildlife conflict assessments of their work areas for the presence of wildlife hazards requiring mitigation.

	Step	Action
Human - Wildlife Conflict Assessment	8.1	Regularly scheduled assessments of active work areas must be conducted to identify the presence of wildlife hazards and appropriate mitigations to address any hazards identified. Assessment schedule should be determined by site occupancy (i.e., auditing should occur if people working are exposed to wildlife hazards) and wildlife risk (i.e., when risks are higher, assessments should be conducted more frequently). For example, Business Areas must conduct monthly inspections of work areas containing or adjacent to vegetation from April to October to ensure vegetation taller than 0.5 m, berry producing shrubs, or any other vegetation that attracts wildlife, is not present. Human–Wildlife Conflict Assessment(s) shall be completed by Business Areas in each of their areas to identify wildlife hazards requiring mitigations. The Human–Wildlife Conflict Assessment Checklist can be found in Appendix B. • These assessments should be conducted in late summer to fall to implement mitigations over the winter season, avoiding the high wildlife activity period. • Annual wildlife assessments must be complete by each Business Area and EITHER entered in the incident management system as a “Planned Activity” and used to track results and actions from their assessment OR used to complete their annual RC Tool Task that supports compliance for the associated Research Permit and Collection Licence. A representative from the respective Business Area shall be assigned to complete the activity. • This assessment should be completed in accordance with this standard as well as the Suncor site-specific Human–Bear Conflict Management Plan (HBCMP). The HBCMP outlines various wildlife hazards that may be present on site and provides recommendations for mitigations addressing each hazard. The overall Suncor RMWB Bear Hazard Assessment (that informs the HBCMP) will be updated every five years. • For additional support in completing this assessment, the Wildlife Management Department can be contacted at wildlife@suncor.com (all sites except Fort Hills) or fhenvaffairs@suncor.com for Fort Hills.

End of Standard

Feedback: Please submit your feedback for this document to your Supervisor.	Comments on this document (Is this document up to date?):
	Suggested Improvements:

Sign: _____

Date: _____
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Print: _____

Summary of Changes

Rev	Date (yyyy/mm/dd)	Section(s) Changed	Revisions Made
2		1.1, 1.3, 1.4, 1.6, 1.7, 1.9, 3.3	Updated to reflect change in contacts, regulations and current wildlife programs (2019)
3	2020/08/13		Updated to reflect current wildlife program updates (2020)
4	2023/09/25	All	Updated to reflect current wildlife program updates, including new Wildlife Sweep Standard (Suncor Base Plant and Fort Hills), RC tools, Wildlife Training and Bear Spray requirements, and Incident Reporting.

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Appendix A – Relevant Sections of Supporting Regulations

Note: Regulations are subject to amendment and as such, the Queen's Printer or Canada Gazette should be consulted for the most current regulation.

1. Relevant *Migratory Birds Convention Act (MBCA)* sections:

- S. 5.1 (1) No person or vessel shall deposit a substance that is harmful to migratory birds, or permit such a substance to be deposited, in waters or an area frequented by migratory birds or in a place from which the substance may enter such waters or such an area.
 (2) No person or vessel shall deposit a substance or permit a substance to be deposited in any place if the substance, in combination with one or more substances, results in a substance – in waters or an area frequented by migratory birds or in a place from which it may enter such water or such an area – that is harmful to migratory birds.
- S.13 (1.1) Every person or vessel that commits an offence is liable
 (a) on conviction on indictment, to a fine of not more than \$1,000,000 or to imprisonment for a term of not more than three years, or to both; and (b) on summary conviction, to a fine of not more than \$300,000 or to imprisonment for a term of not more than six months, or to both.
 (1.8) A person or vessel that establishes that they exercised due diligence to prevent the commission of an offence under this Act, other than an offence under paragraph 5.2(a), (c) or (d) or section 5.3, shall not be found guilty of the offence.

Migratory Birds Regulations (MBR)

- S. 5(1) A person must not engage in any of the following activities unless they have a permit that authorizes them to do so or they are authorized by these Regulation to do so:
 (a) capture, kill, take, injure or harass a migratory bird or attempt to do so; or
 (b) destroy, take or disturb an egg; and
 (c) damage, destroy, remove or disturb a nest, nest shelter, eider duck shelter or duck box.
- S. 5(2) The following may be damaged, destroyed, removed or disturbed without a permit:
 a nest shelter, eider duck shelter or duck box that does not contain a live bird or viable egg; or
 a nest that was built by a species that is not listed in the Table to Schedule 1 if that nest does not contain a live bird or a viable egg; and
 a nest that was built by a species that is listed in a Table to Schedule 1 if the following conditions are met:
 (i) the person who damages, destroys, removes or disturbs that nest provided a written notice to the Minister a number of months beforehand that corresponds to the number of months set out in column 3 of the relevant Table to that Schedule for the species, and
 (ii) the nest has not been used by migratory birds since the notice was received by the Minister².

Environment and Climate Change Canada (ECCC) is responsible for birds listed under the *MBCA* and applies to most birds in Canada. Species groups not covered under the *MBCA* include grouse, ptarmigan, hawks, owls, eagles, falcons, cormorants, pelicans, crows, jays, kingfishers, and some blackbirds. However, most of these groups fall under provincial jurisdiction of the *Alberta Wildlife Act* and so retain protection from disturbance.

2. Relevant *Species at Risk Act* sections:

- S. 32 (1) No person shall kill, harm, harass, capture or take an individual of a wildlife species that is listed as an extirpated species, an endangered species or a threatened species.

² [Registry for Abandoned Nests | Migratory Game Bird Hunting E-Permit \(ec.gc.ca\)](https://ec.gc.ca/migratory-game-bird-hunting-e-permit)

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- S. 33 No person shall damage or destroy the residence of one or more individuals of a wildlife species that is listed as an endangered species or a threatened species, or that is listed as an extirpated species if a recovery strategy has recommended the reintroduction of the species into the wild in Canada.
- S. 97 (1) Every person commits an offence who
- (a) Contravenes subsection 32(1) or (2), section 33, subsection 36(1), 58(1), 60(1) or 61(1) or section 91 or 92;
 - (b) contravenes a prescribed provision of a regulation or an emergency order;
 - (c) Fails to comply with a term or condition of a permit issued under subsection 73(1); or
 - (d) Fails to comply with an alternative measures agreement that the person has entered into under this Act.
- (1.1) Every person who commits an offence under subsection (1) is liable
- (a) On conviction on indictment,
 - (i) In the case of a corporation, other than a non-profit corporation, to a fine of not more than \$1,000,000,
 - (ii) in the case of a non-profit corporation, to a fine of not more than \$250,000, and
 - (iii) in the case of any other person, to a fine of not more than \$250,000 or to imprisonment for a term of not more than five years, or to both; or
 - (b) on summary conviction,
 - (i) in the case of a corporation, other than a non-profit corporation, to a fine of not more than \$300,000,
 - (ii) in the case of a non-profit corporation, to a fine of not more than \$50,000, and
 - (iii) in the case of any other person, to a fine of not more than \$50,000 or to imprisonment for a term of not more than one year, or to both.

3. Relevant Alberta *Wildlife Act* sections:

- S. 1 (o) "hunt" means, subject to subsection (6), with reference to a subject animal,
- (i) shoot at, harass or worry,
 - (ii) chase, pursue, follow after or on the trail of, search for, flush, stalk or lie in wait for,
 - (iii) capture or wilfully injure or kill,
 - (iv) attempt to capture, injure or kill, or
 - (v) assist another person to hunt in a manner specified in subclause (i), (ii), (iii) or (iv) while that other person is so hunting;
- S. 24 (1) Subject to subsection (3), a person shall not hunt wildlife unless the person holds a licence authorizing the person, or is authorized by or under a licence, to hunt wildlife of that kind.
- S. 36 (1) A person shall not wilfully molest, disturb or destroy a house, nest or den of prescribed wildlife or a beaver dam in prescribed areas and at prescribed times.
- S. 55 (1) Subject to this Act, a person must not be in possession of a wild or controlled animal
- (2) Subject to this Act, a person may have a wild or controlled animal in the person's possession
- (a) if and to the extent that the person is authorized by a permit to do so

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- S. 81.1 A wildlife officer or wildlife guardian who considers that
- (a) Wildlife animals are being attracted by an attractant to a place other than a private dwelling house, and
 - (b) the health or safety of any person is or may be threatened owing to their presence, may order the owner, occupier or person in charge of that place or the person responsible for the presence of the attractant to contain, move or remove the attractant or take such other action as is considered necessary to remove the threat, within the period specified within the order.
- S. 83 (1) Subject to subsection (2), a person who contravenes any provision of this Act is guilty of an offence.
- (2) Without limiting the application of section 3 or any rule of law relating to the immunity of the Crown, subsection (1) does not apply to a person who, at the time of the contravention,
- (a) is an employee of the Crown under the Minister's administration who is carrying out powers or duties involving wildlife research, wildlife management or the hunting of a subject animal, or
 - (b) is a wildlife officer or wildlife guardian, or an individual acting on behalf of or being supervised by an officer or guardian, who is carrying out powers or duties involving investigations or undercover operations related to the enforcement of this Act.
- S. 92 (1) A person who is convicted of
- (a) an offence specified in subsection (3), or
 - (b) any offence involving a contravention of this Act where
 - (i) that person is a corporation, or
 - (ii) that person has previously been convicted of any offence involving a contravention of this Act and the offences for which the current conviction and a previous conviction were imposed occurred not more than 5 years apart, is liable to a fine of not more than \$100 000 or to imprisonment for a term of not more than 2 years, or both.
- (2) A person who is convicted of an offence against this Act under circumstances where subsection (1) does not apply is liable to a fine of not more than \$50 000 or to imprisonment for a term of not more than one year, or both.
- (3) The offences referred to in subsection (1)(a) are offences
- (a) against section 35, 55(3) or 62(1) or (2),
 - (b) against section 25(1), if the wildlife is an endangered animal, (b.1) against section 59(1) if the offence relates to wildlife with respect to which a permit referred to in that subsection may not be lawfully issued, or
 - (c) involving a contravention of any other provision of this Act that involves the hunting of a grizzly bear.

4. Alberta Environmental Protection and Enhancement Act

EPEA Section 155.

A person who keeps, stores or transports a hazardous substance or pesticide shall do so in a manner that ensures that the hazardous substance or pesticide does not directly or indirectly come into contact with or contaminate any animals, plants, food or drink.

Appendix B – Human–Wildlife Conflict Assessment Checklist

		Human-Wildlife Conflict Assessment Checklist	
Unit/Area:		Assessment Frequency:	
Assessor (s):		Hazard Audit ☐	
Date:		Annual Audit ☐	

A	Pre-Assessment Checklist	<i>Fill in response to each question in appropriate field below.</i>		
1	Using the human-bear risk ranking layer in SunMaps, identify the level of risk associated with the area being assessed (Refer to RHS00041 - Wildlife Standard).			
2	What level of Wildlife Training is required for workers to possess to work safely in the area being assessed (Refer to RHS00041 - Wildlife Standard)?			
3	Has it been determined whether a wildlife watch or wildlife monitor is necessary for this area? If yes, which position was selected if needed (if any) (Refer to RHS00041 - Wildlife Standard)?			
4	Using the most recent wildlife sighting layer in SunMaps, are there any identified bear dens or other wildlife features with setback buffers that need to be addressed?			
B	Wildlife Hazard Checklist	Yes	No	N/A
1	Are natural bear attractants present in the area requiring removal (i.e., berries, dandelions, grass, etc.)?	☐	☐	☐
2	Is there an appropriate line of sight buffer in place from all work locations on all sides to vegetation (15 m for low or moderate risk or 30 m for high risk ranked work locations)?	☐	☐	☐
3	Should installation of wildlife fencing be considered (RGS00027A - Wildlife Fencing Standard)? *This consideration should be made in consultation with the Wildlife Management Department.	☐	☐	☐
4	If alternate types of fencing (i.e., snow fencing) is in place to support mitigation of potential human-wildlife interaction occurrences, or to support line of sight buffers; does it require maintenance? Is there potential of wildlife becoming entrapped within work locations?	☐	☐	☐
5	Have the appropriate wildlife-proof waste bins been installed in the area?	☐	☐	☐
6	Are all wildlife-proof waste bins installed at least 100 m from vegetation where practicable, or at least 30 m where not practicable?	☐	☐	☐
7	Are all wildlife-proof waste bins functioning as designed (i.e., Latches working)?	☐	☐	☐
8	Is domestic waste being disposed of in the appropriate bin type (i.e. wildlife-proof waste bins)? Is domestic waste present in waste disposal bins designated for other materials (i.e. wood, metal, etc.)?	☐	☐	☐
9	Do wildlife-proof waste bins need to be emptied?	☐	☐	☐
10	Are all windows, man doors, and bay doors functioning as they should to ensure they can be closed when not in use?	☐	☐	☐
11	Are there any areas in which workers operate at night or in low light conditions? If so, should lighting be installed? Are existing lights functioning?	☐	☐	☐
12	Are all building (i.e., trailers, sea-cans, washcars, etc.) doorways facing away from vegetated areas and towards a direction allowing for line of sight to any wildlife potentially present in the area?	☐	☐	☐
13	Are there any locations that limit the line of sight around a building/structure to view wildlife presence? If so, do mirrors need to be installed to allow for line of sight? Are mirrors positioned properly and functioning appropriately?	☐	☐	☐
14	If a smoke pit is present, does it meet all of the requirements as outlined in the smoke pit section of the Wildlife Standard (RHS00041) and smoking and vaping standard (RHS00022)?	☐	☐	☐
15	If workers are operating in areas within or in close proximity to wildlife habitat, do they have a safe haven in place to use if needed (i.e., vehicle, building, etc.)?	☐	☐	☐
16	Has a JSA been developed including wildlife-specific hazards?	☐	☐	☐

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17	Are workers carrying bear spray if required for the area?	☐	☐	☐
18	Wildlife Awareness Intermediate level of training required?	☐	☐	☐
19	If wildlife awareness signs are installed in the area, are they in good condition and able to be read?	☐	☐	☐
20	Do any culverts, pipes, etc. within the area need to be capped to prevent wildlife denning?	☐	☐	☐

C Action Items (Required Mitigations Identified)

If a wildlife hazard has been found during the assessment, it is the responsibility of the specific Business Area to identify and implement the appropriate mitigations to manage the hazards as outlined in the Human-Bear Conflict Management Plan and Wildlife Standard.

This section is to be used to outline mitigations selected to manage any hazards identified during the assessment.
Numbers should be entered in the first column to identify which hazard is being referenced from above

1	
2	
3	

D Post-Assessment Checklist**Yes No N/A**

1	Have all Action Items listed in Section C been addressed?	☐	☐	☐
2	If there are outstanding Action Items, has the appropriate personnel been notified and responsibility transferred? Please include any relevant notes:	☐	☐	☐
3	Has this form been stored for future reference in the appropriate location?	☐	☐	☐
		☐	☐	☐
		☐	☐	☐
		☐	☐	☐
		☐	☐	☐

Print Name (Assessor)_____
Signature_____
Date & Time_____
Print Name (Ops or Maint Supervisor)_____
Signature_____
Date & Time**WARNING - Uncontrolled when printed. The current revision of this document is available in [ALIM](#).**

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Appendix C – BBQ Authorization Form

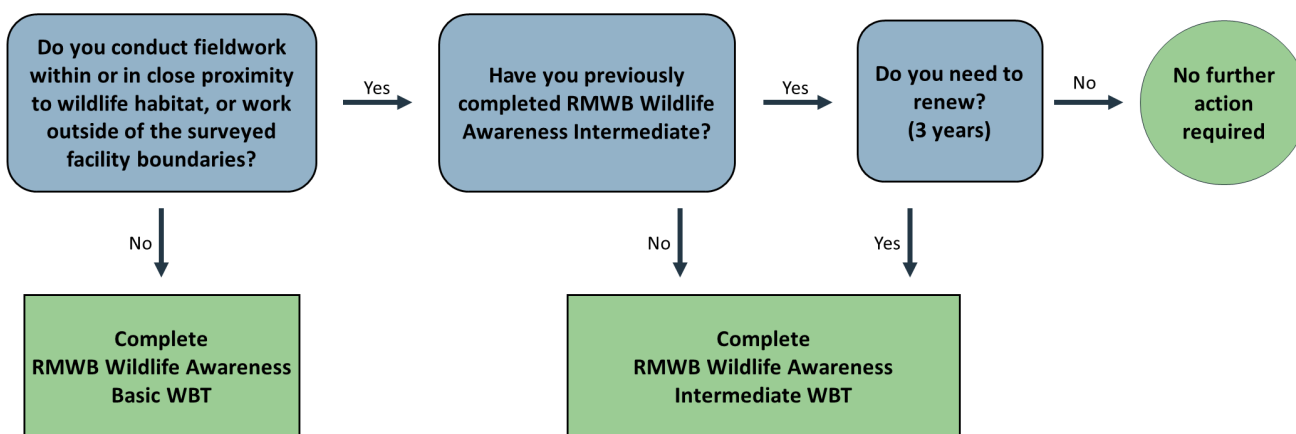
BBQ Date (YYYY.MM.DD):	Location:
Requestor:	Company:
Contact Number:	Area owner:
CONDITIONS: - Authorization signed by all four approvers and posted - Hot work permit	
DESCRIPTION OF LOCATION AND SET UP: 1. 20 LB multipurpose dry chemical fire extinguisher must be with-in 3 meters of the BBQ ☐ 2. Distance of 7.5 m from compressed gas cylinders ☐ 3. Distance of 3 m from combustible materials ☐ 4. On even ground ☐ 5. BBQ drip tray ☐ 6. Wildlife-proof waste bin ☐ 7. Away from natural habitat ☐ 8. Other ☐	
CLEAN-UP PLAN: 1. BBQ grill will be scrubbed and cleaned ☐ 2. Collected grease and oils will be placed in wildlife-proof bin ☐ 3. All waste (food, wrappers, etc.) will be placed in wildlife-proof bin ☐ 4. BBQ will be returned to secure storage before end of shift ☐ 5. Other ☐	
Safety:	Name: Signature:
Fire Prevention:	Name: Signature:
Wildlife Management:	Name: Signature:
Area Owner (Manager/Director):	Name: Signature:

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Appendix D – Wildlife Training Matrix and Flowchart**Table 1: Suncor Wildlife Training Matrix**

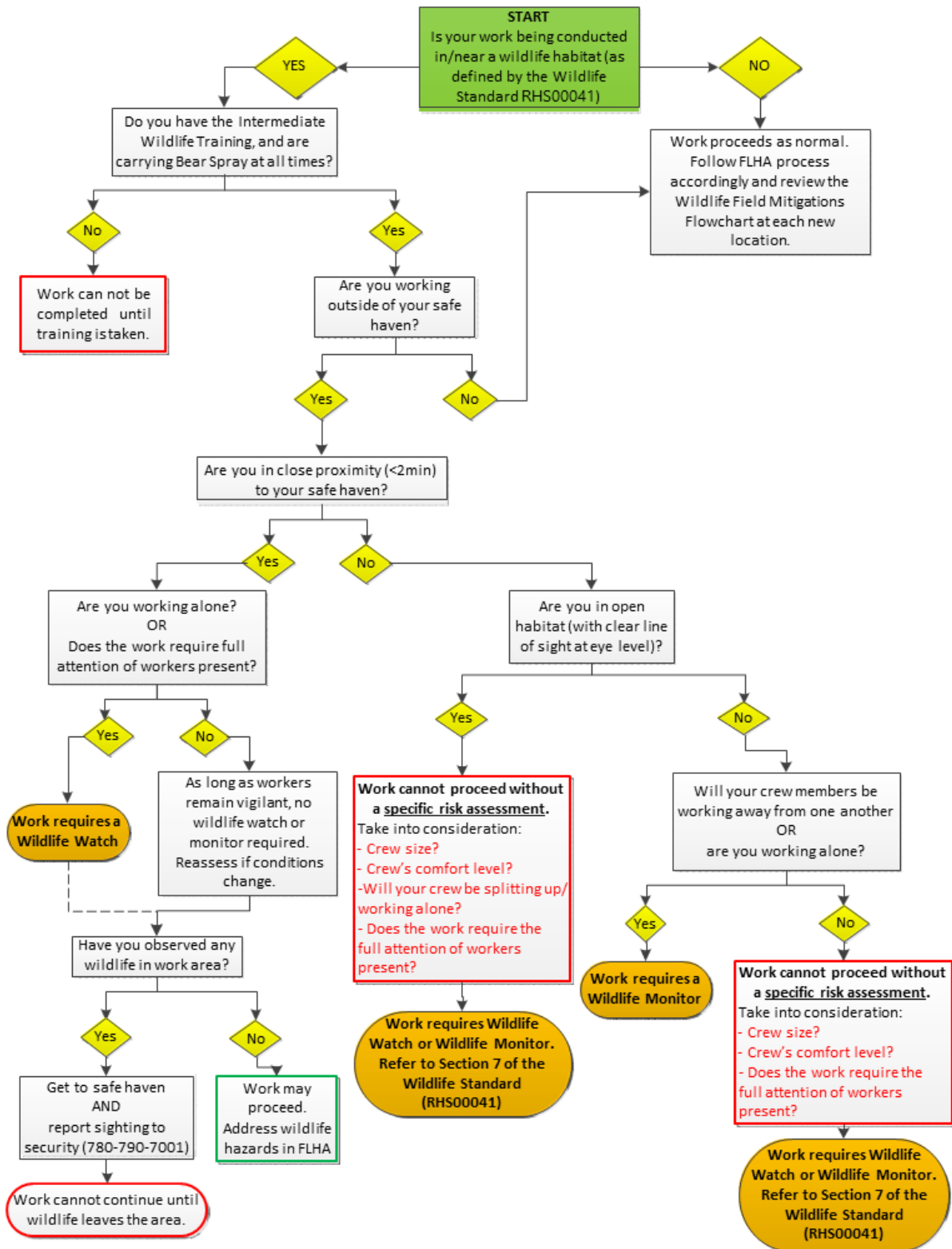
Content	Training Level	
Course Name	RMWB Wildlife Awareness Basic - WBT	RMWB Wildlife Awareness Intermediate – WBT
Qualified Workers	Employees and contractors working at Suncor sites in the RMWB	Employees and contractors undertaking any field work within or in close proximity to wildlife habitat or outside of the surveyed facility boundaries in the RMWB
Renewal	3 Years	3 Years
Theory	• Bears Ecology • Hierarchy of Controls • Human-Bear Contact • Recognize and react to various bear behaviours	• Working in the boreal forest • Wildlife sightings • Reporting of wildlife features • Major local species (including ungulates, felids, canids, black bear, small mammals) • Responding to various wildlife encounters • Birds, regulatory requirements and reporting (including migratory birds, bird sweeps, bird deterrent systems etc.)
Practical	N/A	Practical encounter training, including the use of a bear spray

**Figure 1: Wildlife Training Flow Chart.**

** Review training requirements with Supervisor to ensure proper level of training for specific job role is understood.*

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Appendix E – Wildlife Monitor vs. Wildlife Watch Flowchart**WARNING - Uncontrolled when printed. The current revision of this document is available in [ALIM](#).**

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Appendix F – Incident Management System Entry for Wildlife Incidents

Wildlife Incident Type		Enablon Category	Regulatory Requirements	
Wildlife is found dead, injured or oiled at Suncor RMWB sites:			Legislation Body	Reportable to Who
Wildlife mortalities and/or due to site operations including but not limited to: - Vehicle collisions of licence mammals (foxes and larger) - Interactions with infrastructure (i.e., collisions with powerlines and building) - Due to habitat disturbance activities		RG2 (and above)	EPEA Approval/ Wildlife Act	EPA/AER/F&W ³
Oiled bird euthanizations exceeding Wildlife Research Permit and Collection Licence limits (e.g., 5/day or 10/week)		RG2 (and above)	EPEA Approval	EPA/AER/F&W/ECCC
Human-wildlife conflict incidents:			Legislation Body	Reportable to Who
Wildlife entering wildlife fenced off areas, infrastructure (e.g., trailers; lodges, buildings), or vehicles		RG1	EPEA Approval/ Wildlife Act/MBCA	AER/EPA Only report if associated with RPCL requirement or if repeat events and follow-up actions require regulatory approval (i.e., trapping)
Wildlife incidents involving personnel injuries (e.g., bites)		RG2 (and above)	EPEA Approval/ Wildlife Act/ MBCA/OHS	EPA/AER/F&W/ OHS (Depending on severity of event)
Wildlife incidents involving NO personnel injuries (e.g., bluff charges, stalking) Wildlife approaching people purposefully		RG1 (and above)	EPEA Approval/ Wildlife Act/MBCA	EPA /AER/F&W

³ EPA = Environment and Protected Areas; AER = Alberta Energy Regulator; F&W = Fish and Wildlife; ECCC = Environment Climate Change Canada; RPCL = Research Permit and Collection Licence; MSSC = Master Schedule of Standards and Conditions.

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Wildlife Incident Type	Enablon Category	Regulatory Requirements	
Wildlife incidents involving property damage	RG1 (and above)	EPEA Approval/ <i>Wildlife Act</i> /MBCA	EPA/AER/F&W Report black bear related property damage to EPA and F&W per Protocol #15 permit requirements
Trapping activities for bears or canines occur on site due to habituation or conflict incidents	RG2 (and above)	<i>Wildlife Act</i>	EPA/AER/F&W

Wildlife Incident Type	Enablon Category	Regulatory Requirements	
Human-wildlife conflict incidents:		Legislation Body	Reportable to Who
Worker observed feeding wildlife	RG1 (and above)	<i>Wildlife Act</i> / MBCA	Internal
Incidents related to wildlife sweeps and disturbance activities:		Legislation Body	Reportable to Who
Wildlife sweeps are not conducted prior to required disturbance activities as per Wildlife Sweep Standard	RG2 (and above)	EPEA Approval/ MSSC	AER
Operations occur within the 100 m buffer of a wildlife sweep area	RG2 (and above)	EPEA Approval/ MSSC	AER
Disturbance or destruction of important wildlife features as per RHS00053 Wildlife Sweep Standard	RG2 (and above)	EPEA Approval/ MSSC <i>Wildlife Act</i> /MBCA	EPA/AER/ F&W/ECCC
Encroachment within an established setback buffer for an active important wildlife feature occurs without prior regulatory approval	RG2 (and above)	EPEA Approval/ MSSC <i>Wildlife Act</i> /MBCA SARA	EPA/AER/ F&W/ECCC
Follow-up actions required per results of wildlife sweep are not completed prior to executing disturbance work	RG2 (and above)	EPEA Approval/ MSSC <i>Wildlife Act</i> /MBCA/ SARA	EPA/AER/ F&W/ECCC

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Wildlife Incident Type	Enablon Category	Regulatory Requirements	
Area of wildlife habitat clearing completed within Restricted Activity Periods (RAPs) without authorization	RG2 (and above)	EPEA Approval/ MSSC <i>Wildlife Act/MBCA</i> SARA	EPA/AER/ F&W/ECCC
Incidents related to Bird Protection Plan (BPP):		Legislation Body	Reportable to Who
Bird deterrent deployment timeline not met	RG2 (and above)	EPEA Approval	AER
Effort allocations outlined in OSBCMP and required per the BPP not met	RG2 (and above)	EPEA Approval	AER
Deterrent density and type requirements not met	RG2 (and above)	EPEA Approval	AER
Vegetation removal and boom deployment protocols not met	RG2 (and above)	EPEA Approval	AER

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The following individuals have aproved this document

UserName: Blair Penner

Title:

Date: 2023-09-26

Meaning: I approve that this document is valid

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