

This Protocol aligns with the guidance and policies issued by the health authorities at the time of writing, but may be revised in response to changing circumstances and conditions related to COVID-19 and updated guidance from public health authorities.
As printed copies of this Protocol are uncontrolled, users are responsible for ensuring they have the most up-to-date version.

1 Physical Distancing Protocol

About this Protocol

This Protocol provides:

- Physical Distancing Guidelines to help limit interpersonal contact
- Guidance on Mass Gatherings
- Consideration for physical barriers

Each area should follow local jurisdictional Requirements and develop site-specific practices to meet these Requirements.

Note: All capitalized terms in this document are defined in COV19-00014 – COVID-19 Terminology Protocol.

1.1 Physical Distancing Guidelines

Guidelines for Workers

Wherever possible, Workers should

- 1.1.1 Stay two meters (six feet) away from other Workers.
- 1.1.2 Where Physical Distancing of two meters is not possible, consider the following in order:
 1. Adjust the work plan to include Physical Distancing Requirements (e.g., by one Worker instead of two, etc.);
 2. Consider the use of physical barriers; or
 3. Use a risk assessment to identify other controls to mitigate the risk, including enhanced cleaning and hygiene Protocols. Engage a local hygienist and/or EHS advisor.
- 1.1.3 Avoid face-to-face engagements with other Workers.
- 1.1.4 Avoid prolonged contact with others.
- 1.1.5 Continue personal hygiene practices (hand washing, cough into elbow).

Approved By: Jean Cote – April 9, 2020

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- 1.1.6 Hold meetings via Team/Skype or telephone instead of in-person.
 - 1.1.7 Ensure your greetings are touchless (no handshakes).
 - 1.1.8 Follow site-specific transportation Requirements.
 - 1.1.9 Implement measures to limit contact during meals and breaks, as per Site-Specific Requirements.
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Guidelines for Leaders

Leaders should consider:

- 1.1.10 Crew composition and schedules to limit the number of Workers in proximity with each other and to limit intermingling between Workers between tasks, where reasonably practicable.
 - 1.1.11 Compliance to Suncor's assurance process.
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1.2 Mass Gathering Guidelines

Limiting Interpersonal Contact

The following outline the Mass Gathering Guidelines:

- 1.2.1 Limit Mass Gatherings as per guidance from your regional health authority and consistent with Site-Specific Requirements.

Note: This does not include settings where specific exemptions have been granted from applicable authorities: e.g., Transportation, Firebag Aerodrome and Camps.

1.3 Physical Barrier Guidelines

Use of Physical Barriers

The following outline the use of physical barrier Guidelines:

- 1.3.1 Where safe to do so, the installation of physical barriers between Workers should be considered where Physical Distancing may be difficult to maintain.

Note: Examples of physical barriers which should be above head height include but are not limited to:

- Plexiglass
- Cubicles
- Fire blankets
- Windows
- Bus / vehicle seats
- Welding curtains

- 1.3.2 Where physical distancing limits on Mass Gatherings and physical barriers cannot be utilized, refer to COV19-00025 - Controls and PPE for Activities Without Physical Distancing. In addition, engage the local hygienist and/or EHS advisor to conduct a risk assessment to identify other controls to mitigate the risk including enhanced cleaning and hygiene Protocols.

1.4 Deviations

Deviation Process If sites deviate from this Protocol for site specific reasons, the business will first conduct a risk assessment, engaging subject matter experts as applicable, and release the written results to the site VP for sign off approval.

Note: Send all approved deviations to EntGovDocs@suncor.com.

2 Revision History

Rev.	Date	Location	Summary of Change
1.1	April 30, 2020	1.1.2	Added reference to COV19-00025 Controls and PPE for Activities Without Physical Distancing.
1.0	April 6, 2020	Entire document	Physical Distancing information has been separated from COV19-00001 into this new Protocol. Minor rewording of Requirements for clarity Moved document content into updated Protocol template.

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