In the event of an actual or suspected pipeline release call 911 and Kinder Morgan Canada at 1.888.876.6711

If you see someone working or digging near a Kinder Morgan Canada pipeline please call 1.888.876.6711

Call or Click Before You Dig
Alberta One-Call: 1.800.242.3447
BC One Call: 1.800.474.6886
www.clickbeforeyoudig.com
Pipeline Emergency Response Supplement

Introduction.........................................................................................................................................2
National Energy Board (NEB) ..........................................................................................................2
Pipeline Awareness ............................................................................................................................2
Pipeline Markers ..............................................................................................................................3
How to Identify a Pipeline Release..................................................................................................4
Emergency Guidelines for a Pipeline Release.................................................................................4
  School Guidelines............................................................................................................................4
  Bus Driver Guidelines.....................................................................................................................4
Protection Methods ...........................................................................................................................5
  General Shelter-In-Place Guidelines; ............................................................................................5
  General Evacuation Guidelines; ......................................................................................................5
Map...................................................................................................................................................6
Introduction
Kinder Morgan Canada (KMC) is committed to operating its pipelines in a safe, efficient, and environmentally sound manner adhering to all federal and provincial government regulations. Part of KMC's public awareness initiative is to promote the presence of pipelines in the community and provide safety and damage prevention information to those who live or work near KMC's assets. As such, this Emergency Response Plan supplement was designed to keep schools located in close proximity to Kinder Morgan Canada’s pipeline system informed with information on how to prevent pipeline incidents as well as actions to take in the unlikely event of a pipeline release. The measures described in this supplement will contribute to reducing the potential human impact of an unintended release.

National Energy Board (NEB)
KMC’s Trans Mountain Pipeline falls under the jurisdiction of the National Energy Board (NEB) and its applicable acts and regulations. The NEB acts as the primary regulator for all interprovincial and international pipelines. The Board is responsible for monitoring how companies comply with regulations and commitments concerning the safety of employees, the public, and the environment throughout the entire pipeline lifecycle. The NEB’s top priority in any emergency is to make sure that people are safe and secure, and that property and the environment are protected. The NEB has a comprehensive Emergency Management Program which can include a field response. Any time there is a serious incident on an NEB-regulated energy facility, NEB staff may attend the site to oversee the company’s immediate response. The NEB will require that all reasonable actions are taken to protect employees, the public and the environment. Further, the NEB will verify that the regulated company conducts an adequate and appropriate clean-up and remediation of any environmental effects caused by the incident. The NEB shares responsibility with the Transportation Safety Board for incident investigation.

The NEB maintains an Emergency Operations Centre in Calgary to coordinate its field staff at the incident site and provide situation reports to the Government of Canada’s Emergency Operations Centre in Ottawa. The NEB may be reached by calling 800-899-1265 or through their online contact form located at: http://www.neb-one.gc.ca/cntcts/index-eng.html

Pipeline Awareness
Government and industry statistics show that improper or unauthorized digging near a pipeline is the most common cause of pipeline damage. Principals, school safety officials and staff can help protect students, facilities and pipelines by being aware of activities near the pipeline and calling KMC with any questions or concerns. Listed below are five things you can do to protect pipelines and your school:

1. Be aware of any public construction on or near school grounds. Alert local officials and the pipeline company if you have questions or see unauthorized or dangerous activity near a pipeline.
2. Require that excavators working on your school grounds, including landscapers, contact the local One-Call center before digging. Temporary markings including yellow flags, paint or stakes will be placed to identify the location of the pipeline and KMC personnel will provide instructions to excavators regarding how and where to safely dig to protect the pipeline.

3. Report any pipeline damage, including scrapes, dents or exposed areas of pipe so that the damage can be inspected and repaired as needed. If you notice a damaged or missing pipeline marker, notify KMC so that it can be replaced.

4. Teach staff and students about the signs of a potential pipeline leak and the location of any pipelines near your school.

5. Review pipeline emergency response procedures included within your emergency plan.

6. If a pipeline easement exists on your school property, review the details of your agreement and talk with KMC before planting, digging or building near the right-of-way.

**Pipeline Markers**

School personnel working near Kinder Morgan Canada’s pipelines are encouraged to familiarize themselves with the pipeline’s right-of-way. KMC installs permanent signs, called pipeline markers, along the pipeline right-of-way. Markers can be seen at roadway and railway crossings and at aboveground facilities and are used to identify the general location of a pipeline. All KMC pipeline markers display important information about the pipeline, including the product transported, the pipeline operator’s name, emergency contact number and the local One-Call Number. Information displayed on these markers should be listed within the schools emergency plan.
How to Identify a Pipeline Release

Smell
- A strong petroleum odour (like gasoline or diesel fuel)
- Strong sulphur smell (like rotten eggs)

See
- Dead or discoloured vegetation
- Isolated vapour clouds
- Pools of liquid when the rest of the right-of-way is dry
- Petroleum sheen on water
- Dense fog-like plumes or frost balls

Listen
- Unusual hissing or roaring sound

Emergency Guidelines for a Pipeline Release

School Guidelines
If a pipeline release is witnessed or suspected;
- Leave the area immediately.
- Move away in an upwind direction and warn others to stay away.
- Call 9-1-1 and KMC Control Centre (888-876-6711) from a safe place to report the release.
- Do not operate school buses, or any vehicles, mechanical equipment, cellular phones, electronic devices or any item that could create a spark near a suspected release.
- Do not use lighters or matches near a suspected release.
- Avoid contact with liquids or gases coming from the pipeline.
- Do not attempt to operate valves on pipelines.
- Follow your school’s notification and evacuation/shelter-in-place procedures.

Bus Driver Guidelines
If a bus driver suspects a pipeline release, he or she should:
- Refrain from driving into a suspected release area
- If in a suspected release area, unload the bus and leave the area immediately, moving by foot in an upwind direction
- Do not turn any machinery on or off or use a cellular phone near a suspected release site.
- Contact 9-1-1 and KMC Control Centre (888-876-6711).
- Contact appropriate parties. This may include affected schools, school district(s) and Bus Company.
Protection Methods

Once the extent of the pipeline emergency has been determined, school personnel can decide what response actions may be required. The most common immediate response actions for pipeline emergencies are:

- Shelter-In-Place (stay indoors)
- Evacuation

The decision to evacuate or shelter-in-place is based upon multiple factors including; location of the release, exposure to the release during evacuation, anticipated duration of the emergency and advice from Emergency Responders and/or KMC personnel. If exposure to the release is imminent, or if evacuation is likely to expose individuals to harmful substances, then sheltering-in-place would be the most suitable strategy. If advised to evacuate, or if it is safe for students and staff to leave the affected area, then evacuation procedures should be followed.

General Shelter-In-Place Guidelines:

- Notify all staff and students of the need to Shelter-In-Place.
- Keep students in the classroom until further instructions are given. If outside, students will proceed to their classrooms if it is safe to do so. If not, direct students and staff into nearby classrooms or school buildings. When considering where to house staff and students inside the school it is important to consider the location and proximity to the identified pipeline release and ensure that shelter rooms are located as far from the release site as possible.
- Secure individual classrooms as per school procedures.
- Other staff members, including Security/Utilities personnel, could consider the following: shut down the classroom/building(s) HVAC system; turn off local fans in the area; close and lock doors and windows; seal gaps under doors and windows; seal vents if possible, and turn off sources of ignition, such as pilot lights

General Evacuation Guidelines:

- Notify all staff and students of the need to evacuate.
- Instruct students to evacuate the building, using designated routes, and to assemble in assigned muster points. If the assigned muster point is deemed unsafe then alternative location(s) should be determined and communicated. If required to evacuate to an offsite location determine the appropriate route and mode of transportation. This may include walking, or if safe, the use of buses.
- The student roster should be retrieved when leaving the building and attendance should be taken once the class is assembled in a safe location as per school procedure.
- Once assembled, students will remain in place until further instructions are given.
- In the event clearance is received from appropriate agencies, appropriate staff members may authorize students to return to the classrooms.
Map

*Insert area specific map (Provided by Kinder Morgan Canada)