



NOTICE 37-2022: EXTENSION OF HEALTH SAFETY & ENVIRONMENT (HSE) ORIENTATION PERIOD

September 15th, 2022

Subsequent to NOTICE 30-2022: REQUIREMENTS FOR ENTRY TO PLIPDECO FACILITIES dated August 22nd 2022, you are advised that the deadline to normalize your company's orientation status has been extended to **October 7th 2022**.

Persons without orientation or who have not scheduled appointments by this time may be denied entry.

Sessions must be scheduled as follows:

- At least 48 hours in advance with the list of attendees sent via email to hse@plipdeco.com.
- Sessions will be executed via "Google Meets" (a link will be provided via email and participants will be required to print and sign the attendance form. The form must be scanned and submitted via email to PLIPDECO's HSE Department.
- A maximum of 40 persons will be scheduled per online session.
- Companies requiring in person sessions are advised that a maximum of 10 persons can be scheduled at one time.
- There will be two sessions per day at 1000 hours and 1400 hours.
- Where a company has 40 or more persons requiring orientation, kindly contact the HSE Administrative Assistant to coordinate sessions.
- Sessions must be confirmed by an HSE representative before attendance.

You are reminded that all Port User and Haulier companies that are required to enter and conduct work at the Port or any of the Corporation's facilities, must undergo annually, the Health, Safety and Environment Orientation. The Orientation outlines common hazards, rules and regulations that must be adhered to, and the emergency response procedures that you may be required to adopt.

Please feel free to contact the Health, Safety & Environment Department at 636-2201 ext. 2286 or via email at hse@plipdeco.com if you require any further information or clarifications.

Sincerely,

**Marketing and Business Development Department
PLIPDECO**