

Fit for Duty Policy

Owner: Vice-President, Health, Safety, Environment & Regulatory

Effective date: January 28, 2010

Last updated: September 14, 2018

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Purpose

Factors such as substance and alcohol use, fatigue, stress and illness can impair performance and pose a risk to a safe workplace. Cenovus is committed to protecting the health and safety of all individuals affected by our activities, as well as the communities in which we live and operate. Cenovus has implemented this Fit for Duty Policy and its related standards and procedures to ensure the identification and management of workers who are unfit for duty, including:

- setting the expectation that all workers on our sites (employees, contractors and service providers) arrive and remain fit for duty
- prohibiting drugs or alcohol at our worksites
- setting expectations regarding the responsible use of prescription and non-prescription medications
- monitoring and reviewing work shifts to address the potential for fatigue
- employing an alcohol and drug testing program and search procedures
- providing appropriate support when employees bring substance use issues to our attention, to assist them in overcoming problems that could impair their ability to work safely
- taking disciplinary action in the event of a breach of the Fit for Duty Policy and its related standards and procedures

Recognizing the safety-sensitive nature of much of our operations, this Fit for Duty Policy and its related standards and procedures outline Cenovus's expectations regarding fitness for duty, and how Cenovus will enforce those expectations.

Scope

This Fit for Duty Policy and its related standards and procedures applies to all staff when they are engaged in Company business, working on or off Company premises, when driving Company vehicles, and when on call.

Cenovus's service providers are expected to develop and enforce their own policies and practices that meet or exceed the key elements of this policy and its associated requirements.

Policy Statements

Fit for duty means being physically and mentally fit to perform assigned duties with competence and in a safe manner, as compared to established performance standards.

All staff and service providers have a responsibility to ensure their own safety and the safety of those affected by their activities, and must report fit for duty and remain fit for duty while engaged in Company business, while on Company premises, when on call and when assisting with an emergency. They must be in a condition to carry out their day-to-

day job duties safely and effectively without putting at risk their own health and safety or the health and safety of other workers, the public, the environment, or Company assets. Cenovus considers a worker unfit for duty if injury, illness, physical or psychological health issues, fatigue or the use of alcohol, drugs or impairing medications results in or could result in a reduced ability to perform work safely or effectively.

If staff have reasonable grounds to believe they or someone else is unfit for duty, they must immediately report this situation to a supervisor, Occupational Health and Wellness, on-site medical staff, Security, Health & Safety, a Human Resources Business Partner, the Integrity Helpline, or the Investigations Committee.

Cenovus provides resources to assist employees in being fit for duty. Employees are encouraged to use these resources to proactively manage their personal health and well-being.

Compliance and Enforcement

Disciplinary action up to and including termination will be taken for violations of this Policy and its related standards and procedures.

Related Documents

- Alcohol & Drug Standard
 - Alcohol & Drug Testing Procedure
 - Search Procedure
 - Life Saving Rules
- Work Health Standard
 - Fatigue Management Procedure
- Safety Sensitive Position Standard
- Field Supervisors' Fit for Duty Guide
- Contractor Health and Safety Program Requirements
- Privacy Policy