

<b>Jaguar Energy Services, LLC</b> <b>301 N Parkerson Ave</b> <b>Crowley, LA 70526</b>	<b>INJURY MANAGEMENT AND EMERGENCY RESPONSE PLAN</b>
<b>Original Date of Implementation: October 2013</b> <b>New Effective Date:</b>	<b>Revision Date: 01/08/2022</b>
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## Section 23.0 EMERGENCY RESPONSE PLAN

### A. Purpose

1. The purpose of this procedure is to provide guidelines for administering workplace emergencies regarding injuries or other emergencies involving **JAGUAR ENERGY SERVICES, LLC** employees at customer worksites, other field locations, or while traveling. Proper planning for emergencies is necessary to:
  - (a) Minimize employee injury
  - (b) Provide proper medical care and/or evacuation
  - (c) Comply with **JAGUAR ENERGY SERVICES, LLC**'s "Post-Accident Testing Procedure,"
  - (d) Minimize property damage
  - (e) Identify site-specific alert system to alert employees of emergencies.
  - (f) Protect the environment.

### B. Scope

1. This procedure applies to:
  - (a) Any workplace injury or emergency
  - (b) All **JAGUAR ENERGY SERVICES, LLC** personnel are permanently assigned to field activities.
  - (c) Other **JAGUAR ENERGY SERVICES, LLC** employees assigned temporarily to field activities.
  - (d) Employees traveling on **JAGUAR ENERGY SERVICES, LLC**-sponsored work-related activities.

### C. Responsibilities

1. The Safety Director or his designee is responsible for ensuring that employees have completed the training required by this procedure.
  - (a) Additional responsibilities include:
    - (i) Ensuring that employees have been properly trained and review this policy.
    - (ii) Policy is communicated orally when 10 employees or less.
    - (iii) The implementation of this Policy.
    - (iv) Take corrective actions on all violations or suspected violations of this procedure.
    - (v) Documentation of completion by each employee.
    - (vi) Annually review this procedure and update it as necessary.

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- (vii) Invite local fire department, emergency medical services (ambulance), and law enforcement to participate in annual drill.
  - (viii) Keeping the president informed of any incidents related to this Procedure.
  - (ix) Conducting inspections identifying deficiencies in this policy, testing emergency communication devices, etc.
  - (x) Employees who need additional information pertaining to the plan or their respective duties will be provided with such information by the Safety Director.
  - (xi) Review drill with those absent when drills were conducted.
  - (xii) Update (monthly) list of emergency response phone numbers, first responders, locations of medical equipment (including AED's).
- 2. The supervisor in charge of each crew is responsible for acting as a focal point for Incident Management, ensuring that appropriate **JAGUAR ENERGY SERVICES, LLC** personnel and departments are involved.
  - (a) Additional responsibilities include:
    - (i) Other **JAGUAR ENERGY SERVICES, LLC** personnel not permanently assigned to the work group that are working temporarily, or visiting customer sites are covered under this procedure.
    - (ii) Ensure that all affected **JAGUAR ENERGY SERVICES, LLC** personnel have been made aware of the **JAGUAR ENERGY SERVICES, LLC** environmental and safety procedures.
    - (iii) Ensure that all employees follow the procedures in this policy.
    - (iv) Ensure an accurate accounting of personnel
      - (i) All **JAGUAR ENERGY SERVICES LLC** employees must sign in and out of the customer's facilities.
    - (v) Briefing other **JAGUAR ENERGY SERVICES, LLC** personnel that are not permanently assigned to field duties or that have been loaned to the unit on this procedure.
    - (vi) Assume the leadership role for **JAGUAR ENERGY SERVICES, LLC**, and all employees at their worksite.

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- (vii) Provide the customer with **JAGUAR ENERGY SERVICES, LLC**'s emergency contact telephone numbers.

3. **JAGUAR ENERGY SERVICES, LLC** personnel are responsible for understanding the contents of this procedure.

- (a) Additional responsibilities include:
  - (i) Completing the required training on this Policy.
  - (ii) Implementing the training on this Policy.
  - (iii) Taking part in the annual emergency response drill.
  - (iv) Obtaining the following applicable local emergency phone numbers from the customer briefing at each location visited:
    - (i) Each customer worksite.
    - (ii) Police Department.
    - (iii) Fire Department.
    - (iv) Hospital.
    - (v) Ambulance Service.
  - (v) Understanding the customer's "Emergency Action Plan"
  - (vi) Locate the evacuation routes and assembly areas.
  - (vii) Reporting all injuries or incidents.

**B. Procedure**

- 1. Emergencies most likely to occur in the workplace generally can be divided into the following categories:
  - (1) Personnel injury or illness.
  - (2) Fire / Explosion.
  - (3) Chemical release, oil spill, toxic or combustible gas release.
  - (4) Severe weather conditions/Power Outages.
  - (5) Vehicle accident.
  - (6) Suspicious Activity/Security
- 2. In the event of any emergency, **JAGUAR ENERGY SERVICES, LLC** personnel must notify the Safety Director as soon as possible.
  - (a) Complete information regarding the incident is essential.
  - (b) The Safety Director will in turn notify all appropriate departments.
  - (c) No **JAGUAR ENERGY SERVICES, LLC** employees will speak to any regulatory agency, media, or outside source until approval from the operator in which **JAGUAR ENERGY SERVICES, LLC** is working for.
- 3. **Personal Injury or Illness**

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**JAGUAR ENERGY SERVICES, LLC** believes that immediate care of any injured employee is foremost.

- (a) In the event of a personal injury or illness at a customer's worksite and two or more employees are working at the same site, the person in charge will:
  - (i) Immediately notify the customer and the Safety Director of the incident.
  - (ii) Should the injured require medical treatment beyond first aid, immediate arrangements must be made for such treatment in conjunction with the customer and Safety Director. (The injured employee will NOT be allowed to drive him/herself to a medical facility for treatment)
  - (iii) Assist in arranging transportation/evacuation.
  - (iv) Accompany an injured employee to the nearest, capable medical facility.
- (b) Should the situation involve an injury and only one **JAGUAR ENERGY SERVICES, LLC** employee on site, the customer must notify the Safety Director.
- (c) The Safety Director or his designee will dispatch a **JAGUAR ENERGY SERVICES, LLC** representative to the medical facility to meet the injured/ill employee to communicate to the attending medical staff the need to provide for proper care of the employee and assist with the employee's well-being.
- (d) The Safety Director must notify the President.
- (e) The Safety Director will maintain an emergency telephone number contact list for each of their employees and will promptly notify the employee specified emergency contact.
- (f) The seriousness of an injury will determine if a spouse, or family member(s), is to be transported to the attending medical facility.
- (g) The Safety Director initiates post-accident drug and alcohol testing.
- (h) The supervisor on site must initiate the initial injury/incident report in JES Log within four hours of the injury/incident occurring.
- (i) For a serious or unexplained injury, the Safety Director may request an investigation team to be dispatched to the site for incident investigation.
- (j) After delivery of an injured employee to a medical treatment facility, the Safety Director will coordinate with the medical facility, the doctor in attendance, and the President to insure full and proper care is delivered to the injured employee.

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- (k) The Safety Director will also arrange for medical evacuation, if necessary, and offer affected employees members counseling and/or moral support in their time of need.
- (l) After initial treatment of an injury occurs, the Safety Director is responsible for intervening to assure rehabilitation of an occupationally ill or injured employee and establishing a plan for prompt return to work of the employee.
  - (i) This will be coordinated by the Safety Director with the employee and the employee's doctor.
  - (ii) Should light duty return to work be recommended, the Safety Director will provide appropriate job assignments based on the recommendations of the company doctor to return the employee to work as soon as possible.
- (m) Depending on a customer's investigation guidelines, an incident investigation should be started in conjunction with the customer, or independently of the customer, as soon as the injured has been provided with medical treatment.

#### 4. **Fire/Explosion**

Only **JAGUAR ENERGY SERVICES, LLC** personnel properly trained in the use of portable fire extinguishers may attempt to extinguish a fire with a fire extinguisher.

- (a) In the event of a fire or explosion at a customer worksite, **JAGUAR ENERGY SERVICES, LLC** personnel in the affected area will follow the customer's procedures and if appropriate and safe for the employee to do so:
  - (i) Notify the customer immediately.
  - (ii) Depending upon customer site procedures provided during site orientation and if trained, extinguish the fire with a fire extinguisher.
  - (iii) If the fire cannot be extinguished with one fire extinguisher, **JAGUAR ENERGY SERVICES, LLC** personnel should leave the area immediately, report to a pre-designated assembly point, notify the customer, and allow an on-site emergency response team or local fire department to respond to the fire.
  - (iv) Notify Safety Director of incident and details.

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- (b) After the fire has been extinguished and the area secured, **JAGUAR ENERGY SERVICES, LLC** personnel must wait for instructions from the customer prior to reentering or restarting work activities in the affected area.
- (c) In the event a work area, at a customer site, has to be evacuated, the senior **JAGUAR ENERGY SERVICES, LLC** employee will be responsible for ensuring that all **JAGUAR ENERGY SERVICES, LLC** personnel have been accounted for.
- (d) If anyone is missing, the senior **JAGUAR ENERGY SERVICES, LLC** employee should notify the appropriate customers' representative immediately.
- (e) **JAGUAR ENERGY SERVICES, LLC** personnel are not to attempt any rescue operations.

5. **Suspicious Activity/Security Breach/Regulatory Agencies**

- a) **JAGUAR ENERGY SERVICES, LLC** employees are required to report ANY suspicious behavior, action, person, or item that they believe may create a hazard in the workplace to their supervisor, manager, or HSE dept.
- b) ALL **JAGUAR ENERGY SERVICES, LLC** employees or vendors are required to possess a valid state identification card with his/her picture while on company property or on host operators' property. Any person who does not possess such an identification will be removed from the property.
- c) **JAGUAR ENERGY SERVICES, LLC** should notify the host operators' Company representative if they encounter any person who does not have the authority to be on location.
- d) Any regulatory agency that comes on location should be directed to the host company representative.

6. **Chemical Release, Oil Spill, or Toxic/Combustible Gas Release**

In the event of a chemical spill or release of a hazardous / toxic / combustible substance in the workplace, **JAGUAR ENERGY SERVICES, LLC** personnel in the affected area will follow the customer's procedure and:

- (a) Leave the area immediately.
- (b) Notify the customer at once of the release and provide appropriate information such as location of the release, identity of material released if known, hazardous nature

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- of the material if known, size of release, and wind direction.
- (c) Report to a pre-designated assembly point as per customer site orientation.
- (d) Notify Safety Director of incident and details.
- (e) In the event a work area at a customer site has to be evacuated, the senior **JAGUAR ENERGY SERVICES, LLC** employee will be responsible for ensuring that all **JAGUAR ENERGY SERVICES, LLC** personnel have been accounted for.
- (f) If anyone is missing, the senior **JAGUAR ENERGY SERVICES, LLC** employee must notify the appropriate customers' representative immediately.
- (g) **JAGUAR ENERGY SERVICES, LLC** personnel are not to attempt any rescue operations.

**Note: JAGUAR ENERGY SERVICES, LLC personnel are not to take any actions other than notifying the customer of the spill or release.**

**7. Severe Weather Conditions/Power Outages**

The decision to suspend or terminate work activities at a customer site or evacuation from offshore facilities due to severe weather conditions such as but not limited to, cold or hot weather, hurricane, tornado, earthquake, or flood, will be made by a senior **JAGUAR ENERGY SERVICES, LLC** employee. The primary consideration in deciding whether to suspend work activities during severe weather/power outage conditions will be the ability of **JAGUAR ENERGY SERVICES, LLC** personnel to safely perform their work activities.

- (a) **JAGUAR ENERGY SERVICES, LLC** personnel can override any customer decision to continue work activities, during severe weather conditions/power outages, if they feel their personal safety is at risk.
- (b) Notify the President immediately with the details.
- (c) Means of communication during severe weather conditions/power outages will be done via two-way radios and/or cellular devices.

**8. Vehicle Accident**

- (a) Field employees typically use **JAGUAR ENERGY SERVICES, LLC** provided vehicles, rental vehicles, or personal vehicles for **JAGUAR ENERGY SERVICES, LLC** business.

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- (b) In either case you need to know that the following steps must be observed after any accident:
  - (i) If you are injured, seek immediate treatment.
  - (ii) If you are not injured, do not leave the scene of the accident until released by the local police.
  - (iii) All accidents must be immediately reported to the local police and the Safety Director.
  - (iv) Complete the accident reporting forms (carried in each vehicle).
- (c) The Safety Director is responsible for notification of appropriate departments, ensuring that the President and company doctor are informed of any injuries so that proper care of injured and "Post Accident Testing" is properly coordinated, and investigating and reporting the incident to the Safety Director.

9. **Training Requirements**

**JAGUAR ENERGY SERVICES, LLC** personnel will be trained on the following topics:

- (a) Types of emergencies.
- (b) Evacuation procedures.
- (c) Contents of this procedure.

10. **Training Frequency**

**JAGUAR ENERGY SERVICES, LLC** personnel will be trained according to the following schedule:

- (a) Initially upon hire.
- (b) As necessary thereafter.