



NSC Minerals Site Orientation for Truck Drivers
Rail Transload Facilities
Delisle, Heritage, Sylvite
2024-2025

Creation Date: 16-Dec-20

Revision Date: 26-Mar-24

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1. All contractors are required to adhere to NSC Minerals Ltd. safety rules while onsite. NSC Minerals has a zero-tolerance policy on harassment and violence in the workplace. **Violation of this policy is a Major Infraction.** First offence will result in a 3 month ban and lifetime ban thereafter- to be issued by a site Manager.
2. Carrier administrator must ensure their drivers complete the orientation and that the signed document is returned via email to the NSC Minerals Logistics Team at nsc.order@nscminerals.com **PRIOR TO DISPATCHING THE DRIVER TO OUR FACILITIES. ORIENTATIONS WILL NOT BE COMPLETED AT THE SITE.**

Drivers are not considered orientated until the following steps have been completed:

- Driver has reviewed and **understands** the information provided in the document.
- The document has been signed by the driver and the carrier administrator and returned to nsc.order@nscminerals.com.
- The carrier has received confirmation from nsc.order@nscminerals.com that the orientation has been received and processed.

Note – It is imperative that printed first and last names of the drivers are legible, that we have the correct spelling of the drivers first and last names, and that no nicknames are provided. Provide the name that matches their drivers licence and ensure this is also the name they are providing to NSC personnel when arriving to load/unload at our facilities.

3. Drivers must also ensure that the orientations for the applicable loading sites are completed. This orientation is for unloading at the Rail Facilities only.
4. Arrival Procedures
 - A. Follow all posted signage and obey all posted speed limit traffic signs. **Not following posted signage is a Minor Infraction.** Respect all designated routes for traffic and pedestrians. Refer to each sites' traffic flow map for reference.
 - B. When you arrive at the rail site, wait at the bottom of the ramp until an operator waves you up to unload at the pit.
 - C. Lock up your diffs and drive up the ramp slowly.
 - D. At Sylvite:
 - i. Once you are over the pit, watch in your left-hand mirror for the NSC Operator to signal for you to move ahead, back up, or stop.
 - At Delisle:
 - i. Once you are over the pit, watch in your left-hand mirror for the NSC Operator to signal for you to move ahead, back up, or stop.
 - At Heritage:
 - i. Once you are over the pit, watch in your left-hand mirror for the NSC Operator to signal for you to move ahead, back up, or stop.
 - E. Once stopped, apply truck park brakes. Once brakes are applied, get out of your truck and proceed to stand by the NSC employee that is unloading the trailer.
 - F. On your first trip of the day, you will be asked to review and sign the day's FLHA.
 - G. Once each hopper is unloaded, get back in your truck to move ahead to the next hopper. Repeat steps D through E above until all hoppers are unloaded.



5. An NSC Minerals Ltd. employee must be present on site at all times while carriers are on site.
6. Loaders and other heavy equipment have the right of way on site, NO EXCEPTIONS. Outgoing loaded trucks have priority and right of way over incoming trucks.
7. All drivers must ensure the vehicle or equipment they are operating is maintained and in good health with all lights and safety devices functioning properly, including backup beepers (when installed.) Trailers must be properly sealed as to avoid any product leaks.
8. Drivers operate the loadout system unless instructed otherwise by the NSC site.
9. All contractors are required to wear the following PPE while outside their truck on any NSC Minerals Ltd. Site. **Failure to wear proper PPE is a Minor Infraction.**
 - Body Protection – non-melting long-sleeved high visibility clothing, or non-reflective long-sleeved clothing worn with a high visibility vest, and work grade trousers (shorts are not allowed.)
Note: hoods are not allowed unless they are tear-away style.
 - Eye Protection – CSA approved safety glasses
 - Foot Protection – CSA/ANSI approved certified Grade 1 footwear (steel toed boot with proper tread), proper boots will have the Green Triangle and Orange Omega symbols; boots must also have metatarsal protection (factory installed) and that cover the ankles
 - Head Protection – CSA/ANSI approved hard hat. Anything that is not tight fitting around the hard hat suspension area is non-compliant. Turbans do not allow the suspension to properly fit around the head and are therefore not permitted in PPE required areas.
 - Hand Protection – glovesThe following are recommended items as per the driver's own hazard assessment:
 - Hearing Protection – ear plugs or ear muffs
 - Respiratory Protection – face mask
10. Fall protection must be worn when on top of trailers. **Failure to wear fall protection is a Major Infraction.** This includes End Dump trailers.
11. **Using a cellular phone while loading, unloading, or operating trucks is prohibited and is a Major Infraction.**
12. No smoking on our site. Within your own truck is permissible. No sunflower seeds on our site.
13. No photographs or videotaping allowed unless approved by an NSC supervisor or manager.
14. Emergency Situations & Need of Assistance
 - Pause and Evaluate – do not approach if it is not safe to do so.
 - Notify the scale or pump house of the emergency and ask the scale or pump house operator to sound the emergency horn.



- **If the emergency horn sounds (three short blasts), stop work immediately, leave your vehicle, and go to the muster point. Muster point locations:**
 - **Sylvite – at the flag poles at the entrance of the site**
 - **Delisle – at the flag poles beside the unload ramp**
 - **Heritage – at the flag pole at site entrance**
- Remain at the muster point until given the “all clear” or further instructions from a site manager or supervisor.
- If you are a witness, give a statement or other information if requested.

15. Clean out your trailers in the clean-out area of the yard ONLY. Do not dump product in any other area. **Dumping in unapproved zones is a Major Infraction.** Note that Clean Out Areas are PPE-required zones.

- Rocanville specific – use the sled provided to catch product you are cleaning out of your trailer and empty contents of the sled into the waste bin once done, per posted signage:





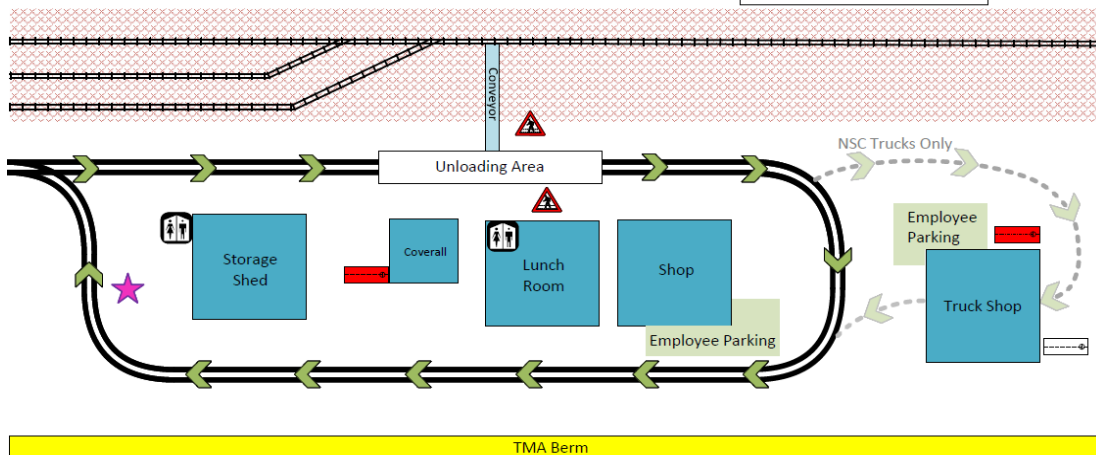
Site Directions

- Sylvite
 - The Sylvite Rail Loading Facility is located on the Nutrien mine site.



NSC Minerals Sylvite Traffic Management Plan

Legend	
	Muster Point
	Watch for Pedestrians
	Washrooms
	Restricted Area (Employees Only)
	Direction of Travel
	Diesel Tank
	Propane Tank





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○ Delisle

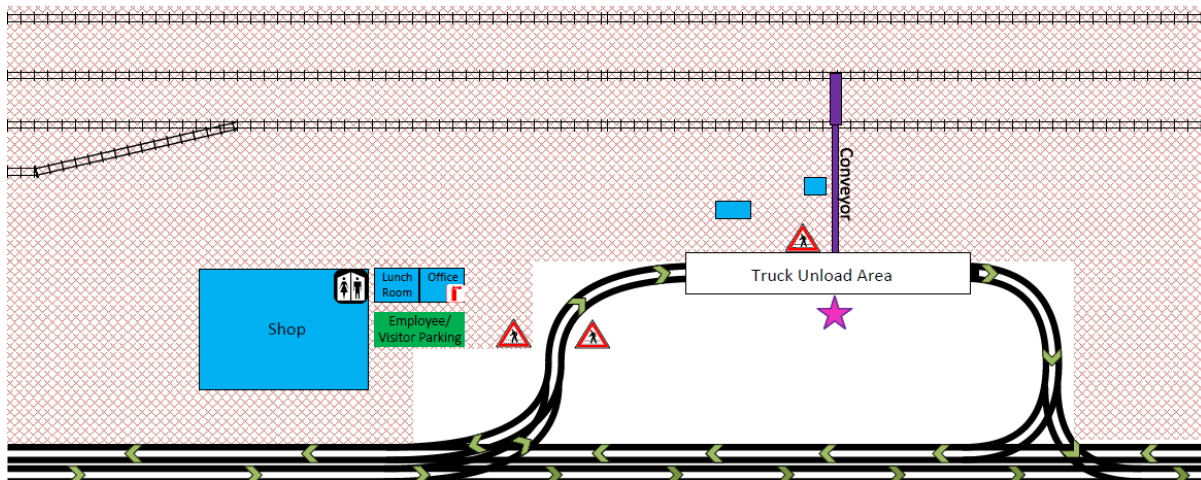
- Take Highway #7 West to Delisle. The Delisle Rail Facility is approx. 32km from the Vanscoy Loading Facility.
- At the Town of Delisle, take a left turn onto highway 45 (just on the West edge of Delisle.)
- Take the first left after you cross the railway tracks.
- The Delisle Rail Facility is approx. 400m ahead on the left.



NSC Minerals Delisle
Traffic Management Plan

Legend

- ★ Muster Point
- ⚠ Watch for Pedestrians
- 🚻 Washrooms
- 🚧 Restricted Area (Employees Only)
- ➡ Direction of Travel





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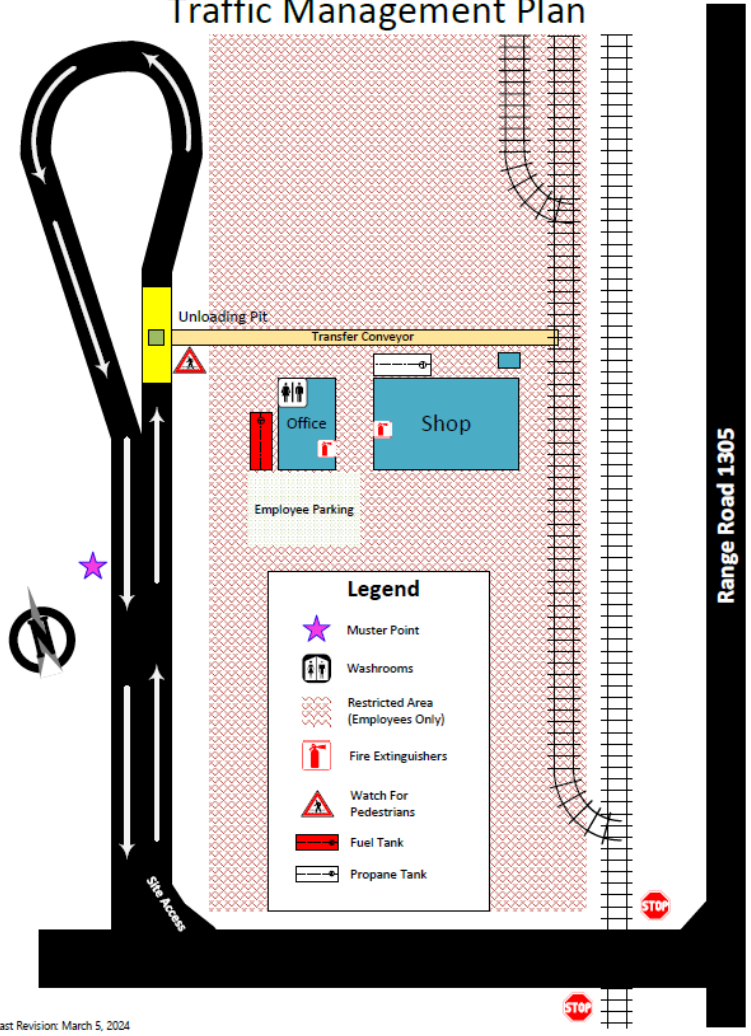
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○ Heritage

- The Heritage Rail Loading Facility is located off of Range Road 1305, 5km before the Nutrien Rocanville mine site.



NSC Minerals Heritage Traffic Management Plan





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After you have completed reviewing this Driver’s Site Orientation, please sign, date, and submit this form to the NSC Minerals Logistics Team at nsc.order@nscminerals.com.

- Orientation forms are processed Monday to Friday from 6:30am to 4:30pm SASKATCHEWAN TIME only, STAT holidays excluded. No exceptions.
- Once your orientation has been processed you will receive a confirmation email from nsc.order@nscminerals.com indicating you are good to book your loading/offloading appointments/proceed to site. You are not eligible to book a loading/offloading appointment or enter our sites until you have received that confirmation.
 - **Ex.) If we don’t receive your orientation until 4:35pm SASKATCHEWAN TIME on Friday, and Monday is a STAT, you will not receive your clearance to proceed until Tuesday.**

Drivers arriving to site un-orientated:

- **Will be advised to leave our facility** and proceed to the nearest truck stop, or other safe and permitted resting area **off of our site** (as directed by their company’s authorized representative/policy) to complete their orientation and submit it to nsc.order@nscminerals.com
- **Will have their appointment cancelled**
- **Will not return until they receive confirmation** from an NSC Logistics representative via nsc.order@nscminerals.com that their orientation has been received and processed.
- **Will rebook their appointment for the next available time** after they receive confirmation from an NSC Logistics representative via nsc.order@nscminerals.com that their orientation has been received and processed. As always, drivers are to arrive on site within ½ hour of their appointment time.

Driver’s Information:

Please PRINT Clearly

First Name:	Last Name:	Date:
Trucking Company Name:		
Please select the facility(s) you are orientating for:	<input type="checkbox"/> Delisle <input type="checkbox"/> Heritage <input type="checkbox"/> Sylvite	

Driver & Carrier Administrator Acknowledgement & Sign Off (both Driver & Carrier Administrator MUST sign)

My signature below indicates that I have reviewed, understand, and agree to follow NSC Minerals Ltd. site general rules, safety rules and procedures and that I will always arrive on site fit for work.

Driver Signature: _____

Carrier Administrator Signature: _____

Date: _____

Date: _____