

## Canadian Association of Energy Contractors (CAOEC) Permit

Under the authority of Section 62 of the Traffic Safety Act, RSA 2000 C.T-6. A Permit Holder is exempt from the specified requirements while operating a Service Rig or a Service Rig Support Unit as defined under this Permit.

1. For the purpose of this Permit:

- (a) "Agreement" means the Memorandum of Agreement signed by the Alberta Government and Canadian Association of Energy Contractors effective July 1, 2025;
- (b) "Alberta Safety Fitness Certificate" means a safety fitness certificate required under Section 2(1) of the Commercial Vehicle Certificate and Insurance Regulation, AR 314/2002;
- (c) "Appendix B" means Appendix B - Training and Certification Requirements to this Agreement;
- (d) "Association" means the Canadian Association of Energy Contractors;
- (e) "Class" when followed by the number 5, 4, 3, 2 or 1 refers to a non-probationary subsisting operator's licence of that number as defined in the Operator Licensing and Vehicle Control Regulation, AR 320/2002;
- (f) "CVCIR" means the Commercial Vehicle Certificate and Insurance Regulation, AR 314/2002;
- (g) "CVSR" means the Commercial Vehicles Safety Regulation, AR 121/2009;
- (h) "Contractor" means a member of the Association that is a registered owner of one or more Service Rigs or Service Rig Support Units or both, that has a current Alberta Safety Fitness Certificate or Extra-Provincial Safety Fitness Certificate with a safety fitness rating of "Satisfactory" or higher;
- (i) "Convoy Support Truck" means a vehicle that requires a class 5 operator's license or equivalent, is registered for a gross vehicle weight under 11,794 kilograms, operated in the province of Alberta by an individual employed or retained by a Contractor which may be used to tow a small utility trailer transporting tools, equipment and other items necessary for direct support of the service, operation or transportation of Service Rigs, and may be referred to as a Rig Manager's Vehicle;
- (j) "In Convoy" means the operation of any combination of 2 (two) or more Service Rigs, Service Rig Support Units or Rig Manager's Vehicles, except a combination of 2 (two) or more Rig Manager's Vehicles, traveling no more than five minutes apart and operated at no more than 80 kilometers per hour;
- (k) "Convoy Training Certificate" means a subsisting certificate issued in accordance with Appendix B in recognition of a person's successful completion of convoy-related training requirements;

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- (l) "CVIP Certificate" means a subsisting commercial vehicle inspection certificate issued pursuant to the Vehicle Inspection Regulation, AR 211/2006;
- (m) "Doghouse" means a vehicle operated in the province of Alberta, which is designed or equipped for the shelter of persons or storage of items, including but not limited to parts, supplies, oils and equipment, associated with the service, operation or transportation of Service Rigs;
- (n) "Equipment Truck" means a vehicle operated in the province of Alberta, which is used to tow a Doghouse from one location to another, and which may also be used to transport tools, equipment and other items associated with the service or operation of Service Rigs;
- (o) "Extra-Provincial Safety Fitness Certificate" means a safety fitness certificate or analogous document other than an Alberta Safety Fitness Certificate;
- (p) "Heavy Duty Training Certificate" means a subsisting certificate issued by in accordance with Appendix B in recognition of a person's successful completion of heavy duty vehicle training;
- (q) "OLVCR" means the Operator Licensing and Vehicle Control Regulation, AR 320/2002;
- (r) "Peace Officer" means a peace officer within the meaning of the Act;
- (s) "Permit" means a document signed by the Registrar exempting a person or vehicle from one or more requirements of the Act or a motor vehicle document in accordance with section 62 of the Act;
- (t) "Permit Holder" means a Contractor who holds a Permit issued under this Agreement;
- (u) "Permit Inspection" means an audit of a Permit Holder's compliance with the terms and conditions of a Permit for Permit renewal purposes;
- (v) "Pump and Tank Truck" means a vehicle operated in the province of Alberta, which carries a rig tank from location to location, and which may also be used to pump and direct fluids for pressure testing equipment;
- (w) "National Safety Code Audit" means a quantifiable performance-based audit designed to review a Contractor's compliance with National Safety Code standards;
- (x) "Qualified Assessor" means an individual qualified by the Permit Holder to conduct an assessment on a person for the purpose of issuing a Heavy Duty Training Certificate and who meets the qualification requirements set out in Appendix B of the Agreement for a Qualified Assessor;
- (y) "Qualified Driver" means an individual who has obtained a Convoy Training Certificate or Heavy Duty Training Certificate in accordance with Appendix B of the Agreement, and has completed all necessary training to the satisfaction of the Association;
- (z) "Qualified Trainer" means an individual qualified by the Permit Holder to provide occupational training to a Trainee and who meets the qualification requirements set out in Appendix B of the Agreement for a Qualified Trainer;
- (aa) "Registrar" means the Registrar of Motor Vehicle Services as defined in the Act;

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- (bb) "Service Rig" means a commercial vehicle operated in the province of Alberta, which is equipped with a permanently mounted mobile service rig in accordance with Section 30(1)(d) and 30(3) of the VIR and Section 2(3) of the CVCIR;
- (cc) "Service Rig Support Unit" means an Equipment Truck, a Doghouse, or a Pump and Tank Truck;
- (dd) "Traffic Safety Act" refers to the Traffic Safety Act, RSA 2000, c T-6 and may also be referred to as "the Act";
- (ee) "Trainee" means an individual employed or retained by the Permit Holder who is undergoing occupational training to acquire a Convoy Training Certificate or a Heavy Duty Training Certificate or both for the purpose of becoming a Qualified Driver;
- (ff) "Training Certificates" refers to every training certificate a Qualified Driver, Qualified Trainer, Qualified Assessor or Trainee is required to have in order to operate a Service Rig or Service Rig Support Unit in compliance with the Permit Conditions.
- (gg) "VIR" means the Vehicle Inspection Regulation, AR 211/2006.

### 2. This Permit:

- (a) Exempts the Permit Holder and a Qualified Driver from the requirement, where applicable, to operate a Service Rig Support Unit under the authority of an Alberta Safety Fitness Certificate;
- (b) Exempts a Service Rig Support Unit from the application of the expiry period set out in Section 30(1)(b) of the Vehicle Inspection Regulation, AR 211/2006 and substitute an expiry period of 60 months from the month in which the certificate and decal were issued;
- (c) Exempts the operator of the Service Rig or Service Rig Support Unit operated in Convoy from the requirement, where applicable, to have a Class 1, 2, 3 or 4 operator's licence as the case may be and substitute the requirement to have a Class 1, 2, 3, 4 or 5 operator's licence;
- (d) Permits a Service Rig, Service Rig Support Unit, or Convoy Support Truck operated in Convoy to participate in the Drivewyze PreClear bypass system, which provides permit holders bypass privileges for Vehicle Inspection Station or Mobile Inspection Station reporting unless promoted to report.
  - i. If any vehicle in the convoy is required to report to the VIS, the entire group will still be regarded as traveling in convoy until the reporting vehicle is able to rejoin. During this time, the convoy must stop at the next safe location and wait for the reporting vehicle to rejoin.
- (e) Exempts the permit holder from paying government services fees for a Commercial Driver Abstract

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3. This Permit only applies when:
  - (a) The Service Rig, Service Rig Support Unit or Convoy Support Truck is operated In Convoy;  
and
  - (b) The Permit Holder and the Qualified Driver is in full compliance with the Permit Conditions and Appendix B of the Agreement and shall establish and implement written policies and procedures to ensure that occurs.
4. The Permit Holder must ensure each vehicle operated under the Permit contains a copy of the Permit and attached conditions, not including Appendix B. The Driver must produce a copy of the Permit and the CVIP Certificate at the request of a Peace Officer.
5. This Permit only is only valid when operating point-to-point in Alberta.
6. Where a driver does not hold the appropriate class of operator's licence required to operate a service rig, a driver employed by the Permit Holder may operate a service rig registered to the Permit Holder on a highway with a subsisting Class 5, 4, 3 or 2 operator's licence, provided the following requirements are met:
  - a) The driver possesses a Heavy Duty Training Certificate (HDTC) as per Appendix B of this permit;
  - b) The driver has received training and met all requirements outlined in Appendix B of this permit;
  - c) The driver carries and produces their required training certificate(s) to a Peace Officer;
  - d) The vehicle must be operated in convoy;
  - e) The drivers of the other vehicles operating in convoy must have either a Convoy Training Certificate (CTC) or a Heavy Duty Training Certificate (HDTC), as required under this permit when in convoy.
7. All Qualified Drivers operating vehicles equipped with air brakes must comply with Section 27 of the Operator Licensing and Vehicle Control Regulation (AR320/2002) and have the appropriate "Q" Endorsement on their operator's licence when applicable.
8. A Qualified driver may operate as part of a convoy provided the following requirements are met:
  - a) The driver possesses the appropriate class of operator's licence and a Convoy Training

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Certificate (CTC);

- b) The driver has received training and met all requirements outlined in Appendix B of this permit;
  - c) The driver carries and produces their required training certificate(s) to a Peace Officer;
9. Provided a Qualified driver is an employee of the Permit Holder, the employee may operate a vehicle registered in the employee's name while travelling in convoy, provided the following conditions are met:
- a) The employee has met all requirements found in Appendix B of this permit;
  - b) The vehicle is registered for a gross vehicle weight of less than 11,794 kg;
  - c) The vehicle must be commercially plated.
10. Prior to the operation of a Service Rig ,Service Rig Support Unit or Convoy Support Truck, a Qualified Driver must perform a daily trip inspection in compliance with Section 10 of Alberta's Commercial Vehicle Safety Regulation, AR 121/2009.

### Permit Applications

11. A Contractor may apply for a Permit, at no cost to the Contractor, by submitting an application in a form and manner satisfactory to the Registrar.
12. As part of an application for a Permit, a Contractor may be required to arrange, at its own cost, a National Safety Code Audit from a third-party auditor approved by the Registrar, and shall achieve results satisfactory to the Registrar on the National Safety Code Audit.
13. A Permit issued pursuant to this Agreement shall be valid in Alberta for a period not to exceed five (5) years.

### Permit Renewals

14. A Permit Holder may apply to renew a Permit, at no cost to the Permit Holder, by submitting an application for renewal in a form and manner satisfactory to the Registrar.
15. As part of an application for renewal, a Permit Holder shall be required to arrange, at its own cost, a Permit Inspection conducted by a third-party auditor approved by the Registrar, and shall achieve results satisfactory to the Registrar on the Permit Inspection.

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16. The Registrar will provide the Permit Holder notification to renew a Permit three (3) months before the expiry date of the Permit.
17. Unless renewed by the Registrar, a Permit shall expire on its terms without further notice to the Permit Holder.

### Monitoring and Compliance

18. The Registrar may:
  - a) Monitor and record the Permit Holder's traffic and transportation-related history and on-road performance, including but not limited to traffic convictions, inspections, and collisions involving the Permit Holder's Qualified Drivers and registered vehicles.
  - b) At any time the Registrar deems necessary for the enforcement of a provision of the Act or a term of this Agreement, do one or more of the following:
    - i. conduct an audit, inspection or investigation of a Permit Holder;
    - ii. require the Permit Holder to arrange and pay for an audit by a third-party auditor qualified by the Registrar; and
    - iii. in the case of a Permit Holder that resides outside of the province of Alberta, request the assistance of extra-territorial agents or bodies, in which case any associated costs will be the responsibility of the Permit Holder.
19. Nothing in this Permit precludes the Registrar from exercising any authority or power provided by the Act.
20. In the event the Permit Holder fails to comply with any term or condition of the Permit, the Registrar may do any one more of the following:
  - a) Suspend or cancel a Permit;
  - b) Vary the terms and conditions of a Permit or impose new or additional terms and conditions; and
  - c) Refuse to renew a Permit

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21. In the event that the Registrar takes any action set out in Condition #20 above, the Registrar shall notify the Permit Holder in writing in accordance with the notice provisions set out in Section 6 of the Act.
22. The Registrar shall report to the Association:
  - a) A Contractor who is refused a Permit or the renewal of a Permit; and
  - b) A Contractor whose Permit is cancelled or suspended.
23. For the purpose of monitoring a Qualified Driver's on-road performance, a Permit Holder shall obtain, review, and maintain in its records:
  - a) A commercial driver abstract for every Qualified Driver prior to the Driver initially operating a Service Rig or Service Rig Support Unit;
  - b) A commercial driver abstract for every Qualified Driver on an annual basis; and
  - c) Any on-road performance record, report or profile provided or made available by the Registrar.
24. The Permit Holder must investigate and document the findings of every traffic accident involving a vehicle operated under this permit
  - a) the death of a person;
  - b) an injury requiring treatment by a medical doctor;
  - c) a condition that causes an employee to lose consciousness; or
  - d) damage to all property, including cargo, totaling \$5,000 or more.

### Records and Documentation

25. A Permit Holder shall retain for the duration of a Permit and a period of six (6) months a copy of:
  - a) The Agreement and its appendices;
  - b) A copy of the Permit; and
  - c) The name and contact information for every Qualified Driver that drives under the Permit.

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26. Where a Permit Holder is required by the Permit Conditions to obtain, maintain or retain a document, record or documentary proof, the Permit Holder shall retain the said document, record or documentary proof for the duration of the Permit and an additional period of three (3) years.

### Termination

27. Upon the termination of the Agreement, this Permit shall be immediately cancelled without further notice to the Permit Holder, although the Registrar may, at the Registrar's discretion, provide notice to the Permit Holder of the termination of the Agreement in accordance with Section 6 of the Act.