



Weapons in the workplace policy.

Purpose and scope

All Personnel have the right to a safe work environment. This Policy details TC Energy's prohibition of the possession of firearms and other dangerous weapons in the course of conducting Company business in, or away from, the workplace.

This Policy applies to all Personnel.

Policy

1 Prohibition

- 1.1 The Company prohibits the possession, use, carry, and transportation of any Dangerous or Potentially Dangerous Weapon(s) when conducting Company business, unless otherwise prohibited by law. This prohibition applies on or off all Company-owned or-controlled premises, in all Company vehicles (whether owned, leased or rented), and to all personal vehicles being used in the course of Company business.
- 1.2 Personnel licensed to lawfully carry firearms (openly or in a concealed manner) or weapons are NOT exempt from this Policy, unless otherwise prohibited by law.

2 Firearm safety

- 2.1 For Personnel in jurisdictions that permit firearms to be kept in personal vehicles, the vehicle must be locked, the firearms must be hidden from plain view, and be kept within a locked case or container within the vehicle.

3 Exceptions

- 3.1 If certain tools are reasonably required by Personnel to perform assigned duties, (e.g. box cutters or knives), possession of these tools, even if they are Dangerous or Potentially Dangerous, is permissible at the discretion of the relevant leader.
- 3.2 Persons authorized to carry Dangerous or Potentially Dangerous Weapons, include:
 - a) police officers or other law enforcement officials, members of the military, and/or other government agents visiting TC Energy properties in the course of their duties;

- b) contracted wildlife monitors who are accredited, certified, and trained to assist employees in areas where dangerous wildlife might be present; and
- c) Personnel who are at risk of encountering dangerous wildlife in the course of Company business may carry bear spray, provided they have completed bear spray training endorsed by Corporate Security and have obtained written pre-approval from the Director or Vice-President of their business unit and Corporate Security using the form in Attachment A to this Policy.

Your responsibility

Personnel must follow all applicable provisions and the spirit and intent of this corporate governance document and support others in doing so. Personnel must promptly report any suspected or actual violation of this corporate governance document through available [channels](#) so that TC Energy can investigate and address it appropriately. Personnel who violate this corporate governance document or knowingly permit others under their supervision to violate it, may be subject to appropriate corrective action, up to and including termination of employment or contract, as applicable, in accordance with the Company's corporate governance documents, employment practices, contracts, collective bargaining agreements and processes.

Interpretation and administration

The Company has sole discretion to interpret, administer and apply this corporate governance document and to change it at any time to address new or changed legal requirements or business circumstances.

Non-retaliation

TC Energy supports and encourages Personnel to report suspected violations of corporate governance documents, applicable laws, regulations, and authorizations, as well as hazards, potential hazards, incidents involving health and safety or the environment, and near hits. Such reports can be made through available [channels](#). TC Energy takes every report seriously and investigates it to identify facts and, when warranted, makes improvements to our corporate governance documents and practices. All Personnel making reports in good faith will be protected from retaliation. Good Faith Reporting will not protect Personnel who make intentionally false or malicious reports, or who seek to exempt their own negligence or willful misconduct by the act of making a report.

Definitions

Dangerous or Potentially Dangerous Weapons may include, but are not limited to:

- firearms, loaded or unloaded, including pellet or "BB" guns;
- explosives and explosive devices, including, but not limited to, fireworks and other incendiary devices;

- police batons or nightsticks;
- martial arts weapons;
- bow and arrow style weapons;
- knives;
- bear sprays; and/or
- any object that has been employed as a dangerous weapon.

Good Faith Reporting means an open, honest, fair and reasonable report without malice or ulterior motive.

Personnel means full-time, temporary and part-time employees and contractors.

TC Energy or the **Company** means TC Energy Corporation and its wholly-owned subsidiaries and operated entities.

References and links

Supporting or Related Governance documents

- [Code of Business Ethics Policy](#)
- [Corporate Security Policy](#)

How to contact us

- [Policy Questions and Comments](#)

Appendix A

Bear spray approval form.

Purpose

The Weapons in the Workplace Policy permits Personnel who are at risk of encountering dangerous wildlife in the course of Company business to carry bear spray, provided such Personnel have completed bear spray training endorsed by Corporate Security and have received written pre-approval from the Director or Vice-President of their business unit and Corporate Security.

Training Requirements

Personnel/business unit seeking to carry bear spray must provide details of the proposed bear spray training in the table below. Please note that the proposed training shall include a classroom/online and practical/in-field components. Corporate Security will consider these details when reviewing this Bear Spray Approval Form.

	Description
Bear Spray Training Title	
Bear Spray Training Provider Name	
Classroom-based or Online Delivery?	
Training Length	
Curriculum/Syllabus Details	
Knowledge Testing Included?	

Process

Personnel/business unit seeking an approval to carry bear spray must:

- a) complete this Bear Spray Approval Form;
- b) secure the signature of the Director or Vice-President of their business unit on this Bear Spray Approval Form; and
- c) send the scanned copy of this Bear Spray Approval Form to Corporate Security at: corporate_security@tcenergy.com

Corporate Security will review the completed Bear Spray Approval Form and communicate its decision or identify deficiencies to the Personnel/business unit seeking the approval within 10 business days from the receipt of the completed Bear Spray Approval Form.

Corporate Security will retain all received approval forms for record keeping in accordance with the Company's [Record Retention Schedule](#).

Signatures and Approvals

All identified parties must provide their first and last names, including signatures in the table below.

When all signatures are secured, the approval to carry bear spray relative to the identified Personnel will be formally approved.

	First and Last Name	Signature	Date
Personnel to Carry Bear Spray			
Director or Vice-President of the Personnel's Business Unit			
Corporate Security Approver			