

Safety Always Comes First

Before road construction or harvesting begins in a new operating area, you **must** hold an initial safety meeting (OH&S Regulation). Use the checklist below to discuss potential hazards, safety concerns and procedures for safety emergencies; expand the list as needed.

Follow up the safety meeting with a **pre-work meeting (8)** to address site-specific conditions and discuss operating procedures that are needed to achieve the requirements in the plan or work order. A pre-work meeting is an essential part of **due diligence (4)**. **Record (8)** details of the meeting.

Initial Safety Meeting Checklist

Site Crew Detail

Location of other crew(s) in area – supervisor(s)

Communication Procedures

Man-checks – radio procedures – cell phone coverage

First Aid Coverage

First Aid attendant – location of F/A supplies – radio check-in/check-out – radio frequencies – GPS coordinates – emergency phone numbers – designated aircraft and emergency facility

Potential Hazardous Weather Conditions:

Wind – rain – fog – snow – slope stability – avalanche

Safety Concerns:

Review site-specific Safe Work Procedures and hazards from activities, e.g. blasting, or people working close by

Environmental Management System:

Discuss spill plans – location of spill equipment

Fire Hazard Information:

MOF Fire Regulations – location of fire equipment – current trained personnel – response plan – fire fighting procedures

Other Concerns or Hazards:

Industrial activities – powerlines – low-flying aircraft



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Central Interior Logging Association
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Forest Practices Board
Interior Logging Association
Ministry of Forests
Northwest Loggers Association
Steelworkers – IWA Council
Truck Loggers Association
Western Silviculture Contractors Association

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FRPA home page: [www.for.gov.bc.ca/code/](http://www.for.gov.bc.ca/code/Act and Regulations)
Act and Regulations:
www.for.gov.bc.ca/code/training/frpa/legislation.html

Due Diligence

under the Forest and Range Practices Act

What Employees and Forestry Contractors Need to Know

Glossary

Harvesting

Includes falling, excavated/bladed trail construction, yarding, decking, processing, loading, hauling, debris management, sanitation and rehabilitation.

Individuals

Includes contractors and their employees, sub-contractors and their employees and all other individuals not mentioned as Licensees below.

Licensees

Includes legal tenure holders, contractors holding timber licences, woodlot operators, (most) BC Timber Sales operators, and community forests.

Licensed Waterworks

Includes legitimate structures of licenced water users such as water intakes, dams, water storage facilities, pipes.

Plans

Includes maps of harvesting areas, site plans of structures such as bridges, road plans, profiles and cross-sections, work orders, prescriptions and Forest Stewardship Plans.

Pre-work Meetings

Includes alternative terms such as start-up meetings, pre-work conferences, tailgate meetings.

RMA – Riparian Management Area, includes the:

 **RMZ – Riparian Management Zone**, and the

 **RRZ – Riparian Reserve Zone** if required.

Road Construction

Includes falling within the approved road clearing width, all aspects of road construction including drilling and blasting, temporary and permanent deactivation, and the construction and removal of drainage structures.

SOP – Standard Operating Procedures

Includes any written document that describes procedures relating to work and/or safety issues.

Supervisor

Includes foremen, charge hands, contract supervisors (often consultants), employers, professionals in an advisory position and representatives of associations.