Ministry of Forests

Schedule H
BC Timber Sales Environmental Management System

File: 10005-40/IM24TLE003

Attachment to the Agreement with_____ for **Spring Tree Planting Implementation – Western Cariboo – Williams Lake Timber Supply Area.**

PART A – Contract Clauses

1. The Contractor must comply with, and must ensure that Contractor's employees, agents, and subcontractors working on the contract's field work sites ("the Place of Work"), comply with the requirements of the Environmental Management System (EMS) pertaining to the Contract in Table 1 of this Schedule, and which is available on the BC Timber Sales website at: https://www2.gov.bc.ca/gov/content/industry/forestry/bc-timber-sales/forest-certification/ems-sfm
2. The Contractor must ensure that those EMS documents specified as "Required On-site" in Table 1 of this Schedule are made available in a location accessible to the Place of Work to be viewed and read by the Contractor and the Contractor's employees, agents, and subcontractors.
3. The Contractor must, before commencing operations on the Place of Work, notify the Ministry Representative of the name
   (a) of the person(s) who will be responsible for supervising operations on those sites and who will be present on site at all times ("the Supervisor"), and
   (b) an alternate(s) should the Supervisor not be on site,

   and after beginning operations must notify the Ministry Representative of any change to the Supervisor referred to in subparagraph (a) of this paragraph, or alternate, within 5 days of making the change.
4. The Contractor must achieve and maintain, and must ensure that the Contractor's employees, agents, and subcontractors working on the Place of Work, achieve and maintain training as specified in the BCTS "LPC Training Matrix".
5. The Contractor must maintain documentation of the training received by the Contractor and the Contractor's employees, agents, and subcontractors sufficient to allow the Ministry Representative to determine whether the Contractor is in compliance with paragraph 3, above. The documentation must contain, but is not limited to:
   (a) the name of the person(s) completing the training,
   (b) the training course name, and
   (c) the date that the training course was completed.
6. The Contractor must conduct pre-works and inspections of its operations for conformance with the Contract, associated permits, plans, the BCTS EMS and compliance with legislation.
7. Where operations do not conform or comply with the requirements of the Contract, associated permits, plans, the BCTS EMS and legislation, the Contractor must make appropriate corrections and corrective actions.
8. The Contractor must document and report EMS incidents in accordance with the BCTS EMS, identifying:
   (a) the date and time of the incident,
   (b) location of the incident,
   (c) description of the incident,
   (d) impact(s),
   (e) contributing factors,

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(f) action taken, and

(g) agencies to which the incident was reported.

9. The Contractor must maintain documentation of pre-work meetings and inspections of its operations, including documentation that operations are conforming and complying with the requirements of the Contract, associated permits, plans, the BCTS EMS and legislation, that appropriate corrections and corrective actions have been taken, or are taking place, and all EMS incidents, and make that documentation available to the Ministry Representative upon request.

10. The Contractor may be audited by a BCTS internal auditor and/or an independent third party auditor for conformance with the requirements of the BCTS EMS, related SFMPs and compliance with legislation, and must:

    (a) provide Contractor's and Contractor's employees, agents, and subcontractors reasonable time and resources at the Contractor's expense for such audits, and

    (b) make appropriate corrections and corrective actions to address non-conformities identified by the audit.

PART B – Environmental Emergency Response Plan

1. The Contractor must, before commencing operations at the Place of Work, prepare an eERP consistent with the BCTS "LPC eERP Template" and must submit such plan to the Ministry Representative upon request.

2. The Contractor must conduct operations at the Place of Work in accordance with its eERP.

3. The Contractor must:

    (a) maintain a spill kit for every operation involving the use of hazardous materials as specified in the BCTS "EFP 06 Fuel Handling" on the Place of Work, and

    (b) ensure that the Contractor's employees, agents, and subcontractors have been trained in the use of that spill kit.

4. The Contractor must ensure that the Contractor and the Contractor's employees, agents, and subcontractors conduct operations at the Place of Work in compliance with the Wildfire Act and the Wildfire Regulation.

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5. The Contractor must:

    (a) conduct drills and, if required, tests for environmental emergency preparedness and response in accordance with the BCTS EMS, and

    (b) maintain documentation of drills and tests referred to in subparagraph (a) in accordance with the BCTS EMS and in a location accessible to the Place of Work, and make that documentation available to the Ministry Representative upon request.

Table 1: BCTS EMS Pertaining to the Contract

Provincial EMS	**Version**	**Required On-site (Yes/No)**
BC Timber Sales Environmental Policy	Sept 19, 2022	No
BC Timber Sales Sustainable Forest Management Policy	Sept 19, 2022	No
BCTS Environmental Management System EMS Tailgate Training	Sept 19, 2022	Yes
CHK-001 Consulting Services Prework Report	April 1, 2015	No
CHK-002 Access Prework Report	April 1, 2018	No
CHK-004 Silviculture Prework Report	April 1, 2015	Yes
CHK-009 EMS Incident Report Form	June 1, 2022	Yes
CHK-010 Environmental Emergency Response Test/Drill Report Form	April 1, 2016	Yes
CHK-011 BCTS Client Self Inspection Report	April 1, 2016	Yes
EFP 01 General	June 1, 2022	Yes
EFP 02 Project Supervision	June 1, 2022	Yes
EFP 03 Development & Planning	June 1, 2022	No
EFP 04 Roads, Bridges and Major Culverts	June 1, 2022	No
EFP 05 Harvesting	June 1, 2022	No
EFP 06 Fuel Handling	April 1, 2021	Yes
EFP 07 Dryland Sort	April 1, 2016	No
EFP 08 Marine Log Handling Facilities	April 1, 2018	No
EMS Manual (Chapters 7-13; Procedures pertaining to Licensees / Permittees / Contractors)	April 1, 2021	No
ER Test-Drill Guide (Guide for Conducting Environmental Emergency Response Tests/Drills for Fires, Spills and Erosion Events)	April 1, 2012	Yes
Glossary	April 1, 2020	No
LPC eERP *Template (Environmental Emergency Response Plan for BCTS Client Use)*	July 1, 2018	Yes
Sustainable Forestry Initiative (SFI) Client General Awareness Document	Sept 19, 2022	Yes
Working with Indigenous Peoples	Sept 19, 2022	Yes
Table 008-1 (LPC Training Matrix)	Sept 19, 2022	Yes
Table 008-1A (LPC Training Summary)	Sept 19, 2022	Yes
Business Area EMS Documents	**Version**	**Required On-site (Yes/No)**
N/A	N/A	N/A

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