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SITE SAFETY PLAN

PROJECT NAME: **Mechanical Site Prep**

CONTRACTOR: **Bad Ventures Ltd.**

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SECTION 1

DESCRIPTION OF WORK

PROJECT DESCRIPTION

Mobilization, use of Excavator to prep site for tree planting

PROJECT LOCATION

Various Locations (As per maps attached)

DATES OF WORK

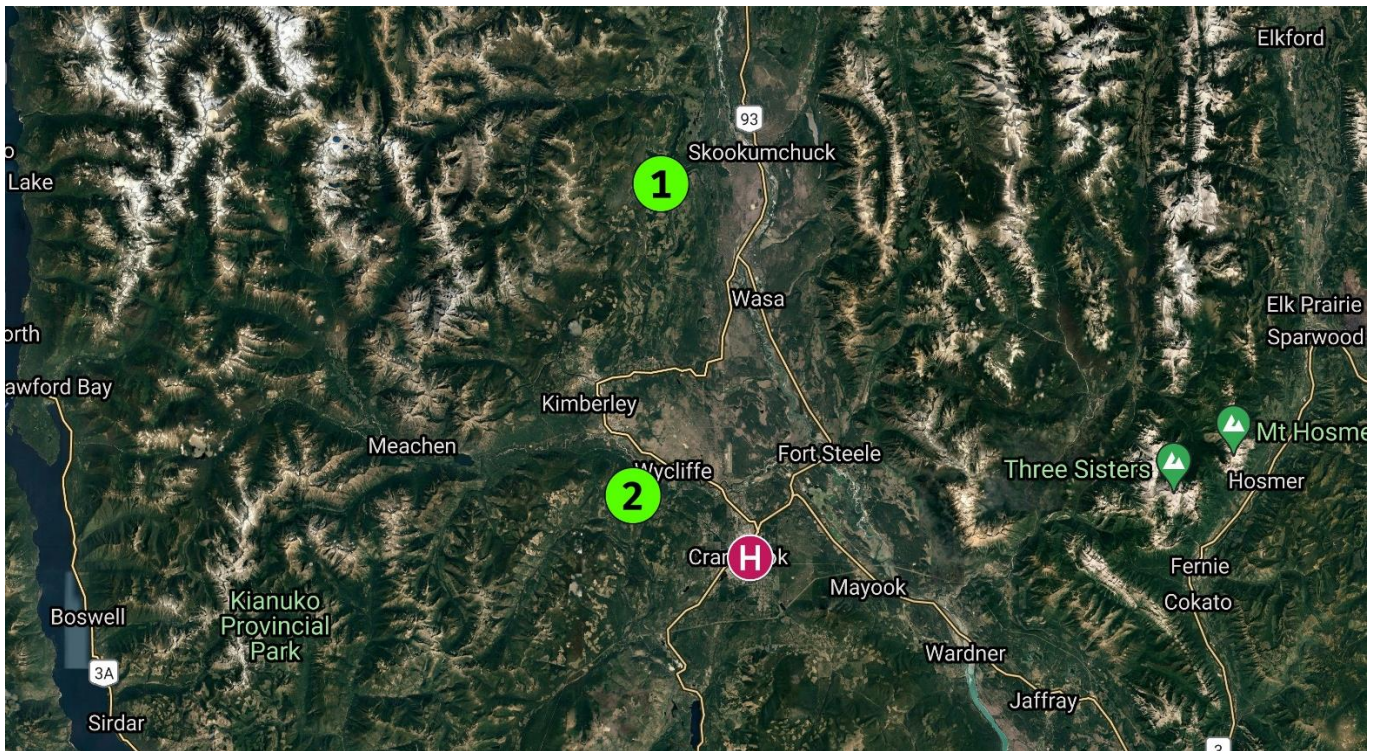
September 30th, 2021 to November 15th 2021

EQUIPMENT INVOLVED

Excavators, Lowbed Truck

SECTION 2

PROJECT LAYOUT



FIRE EXTINGUISHERS

Fire extinguishers are located in all vehicles on site.

First Aid on site will be provided in compliance with W.C.B. OHS Regulation Part 3 – Section 3.15-3.21 and will meet the minimum standard as outlined in Schedule 3-A Minimum Levels of First Aid.

The table below applies to a workplace that an employer determines under section 3.16 (2)(b) of the Regulation creates a high risk of injury and that is more than 20 minutes surface travel time away from a hospital:

Item	Column 1 Number of workers per shift	Column 2 Supplies, equipment, and facility	Column 3 Level of first aid certificate for attendant	Column 4 Transportation
1	1	<ul style="list-style-type: none"> Personal first aid kit 		
2	2-5	<ul style="list-style-type: none"> Level 1 first aid kit 	Level 1 certificate	
3	6-10	<ul style="list-style-type: none"> Level 1 first aid kit ETV equipment 	Level 1 certificate with Transportation Endorsement	ETV
4	11-30	<ul style="list-style-type: none"> Level 3 first aid kit Dressing station ETV equipment 	Level 3 certificate	ETV
5	31-50	<ul style="list-style-type: none"> Level 3 first aid kit First aid room ETV equipment 	Level 3 certificate	ETV
6	51-200	<ul style="list-style-type: none"> Level 3 first aid kit First aid room Industrial ambulance equipment 	Level 3 certificate	Industrial ambulance
7	201 or more	<ul style="list-style-type: none"> Level 3 first aid kit First aid room Industrial ambulance equipment 	2 attendants, each with Level 3 certificates	Industrial ambulance

DRIVING - GENERAL

PROCEDURES & PRACTICES

- Conduct a start of shift vehicle inspection using the vehicle and/or equipment report checklist.
- Report defects and conditions affecting the safe operation of the vehicle to your supervisor and do not use if vehicle is in unsafe condition.
- The driver must confirm that all vehicle occupants are wearing seatbelts and that they are properly adjusted and securely fastened.
- Use vehicle for intended use only (purpose and weight limitations).
- Secure all objects in the cab/truck box/interior spaces of the vehicle which could create a hazard in the event of an incident.
- Always drive with light on, for clearer visibility. Stay on your side of the road.
- Always drive defensively. Do not exceed posted speed limits. Do not tailgate.
- Drive to the existing road conditions. Lower speed as required. Be aware of:
 - Visibility reduced by dust, fog, and rain
 - Slippery and variable road surface conditions (due to snow; loose gravel, ice, or mud)
 - Narrow roads with over width vehicles
 - Steep favorable and adverse gradients
 - Other users.
- Respect that loaded logging trucks have the right of way on single lane roads.
- Pass trucks or equipment only after you receive a clearly visible and/or audible signal from the operator.
- Never chase a runaway vehicle.
- No talking or texting using a cell phone or other electronic device while driving. Only exception is radio use in a radio controlled or assisted area.

RADIO USE

- Complete radio check to ensure correct frequency prior to entering radio-controlled area.
- Do not drive by the radio. Always expect oncoming traffic.
- Call your position according to the local radio protocol and signage.
- Notify other radio equipped vehicles of oncoming non-radio equipped traffic.
- Do not use road radio channels for conversations, use only for road traffic protocols.
- Other than traffic control, pull over and safely park when talking on the radio/cell phone for an extended period.

PARKING

- Park clear of traffic, away from active areas in pullouts or extra wide straight sections of road.
- Park facing the direction of exit with access for service/towing activities.
- Ensure the parking brake is on and the transmission is in 1st gear or park.
- On steep grades, use wheel chocks and always turn the wheels towards the nearest ditch.
- Never park on a curve especially on the outside curve of a road.
- When turning around, back into the cut bank of the road and not towards the outside bank.
- Use flares where required.

EXCAVATOR

PERSONAL PROTECTIVE EQUIPMENT

- Hearing protection while operating machine
- Hi-Vis clothing when outside machine Substantial appropriate footwear always
- Gloves when doing maintenance or servicing

PROCEDURES

- Inspect machine to ensure it is in safe operating condition before using.
- Wear seatbelts while operating machine.
- Keep doors closed so that guarding is effective when working.
- Ensure good housekeeping is maintained (no loose articles in cab).
- Operate at a safe speed.
- Exercise due caution while working on hillsides.
 - Do not travel across a slope that is too steep for maintaining proper stability of the machine.
 - Confine travel to up and down slope.
 - When traveling across any slope, avoid running over logs, chunks, stumps, etc. which could cause the machine to become unstable.
 - Review and follow the safe work procedures for operating machinery on steep slopes.
 - If steep slope procedures unavailable do not operate machine on slopes greater than 30%.
- Ensure the tracks are adequately caulked with ice lugs for winter operations.
- Ensure a radio man-check system is established.
- If you leave the machine notify your co-workers by radio.
- If at any time the machine becomes unstable, shut it down, and request assistance.
- Always enter and leave the machine in a safe manner. Use 3-point mount/dismount. Use the handholds for stability.
- Beware of the slipping hazards that exist, particularly in the winter especially when standing on the deck refueling.
- Always service your machine in the clear of dangerous trees.
- Follow the lock-out/tagout procedures while conducting maintenance work on the machine.(overleaf).
- Do not enter an active falling area, stay a minimum of two tree lengths away.
- Do not work in areas where there is a danger of pushing trees, rocks, or other debris into an active work area.
- When pushing trees over, remove the tension out of the trees using the blade or winch so they may be bucked without danger of tree springing back.
- Build skid trails wide enough for skidder operation.
- Slope trails towards the inside bank, never outwards.

EXCAVATOR - CONTINUED

Excavator Lockout – Tagout

(One person working on machine)

Shut down procedure:

1. Notify other affected employees.
2. Lower bucket to ground.
3. Shut down engine.
4. Set hydraulic lockout lever.
5. Turn off master switch.
6. Put lock and tag on master switch.
7. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Remove lock from master switch.
2. Start machine.

Excavator Lockout – Tagout

(If more than one person working in machine)

Shut down procedure:

1. Notify other affected employees.
2. Lower bucket to ground.
3. Shut down engine.
4. Set hydraulic lockout lever.
5. Turn off master switch.
6. Each worker attaches personal lock and tag to scissor lockout hasp on master switch.
7. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Each employee removes personal lock from scissor lockout hasp on master switch.
2. Start machine when all locks removed.

Excavator Tagout

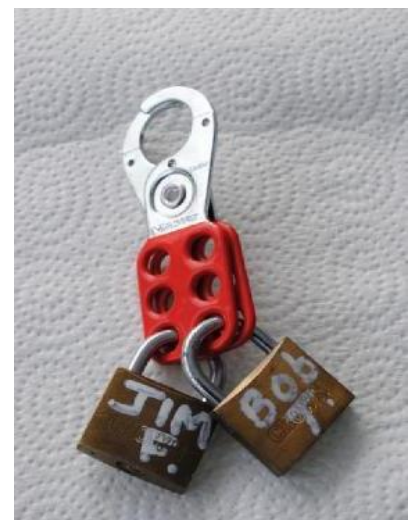
(For machine without master switch)

Shut down procedure:

1. Notify other affected employees.
2. Apply parking brake.
3. Lower bucket to ground.
4. Shut down engine.
5. Key out and in pocket.
6. Put lockout tag initialed by all workers on ignition switch.
8. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Each employee crosses off their initials on lockout tag when their work is completed.
2. Start machine when all initials on tag crossed off.



DUMP TRUCK

PERSONAL PROTECTIVE EQUIPMENT

- Adequate footwear with good traction soles
- Hi-vis hardhat when out of cab
- Hi-vis vest when out of cab
- Hearing protection when driving

PROCEDURES: INSPECTIONS

- Conduct a documented pre-trip to inspect the truck to ensure it is in safe operating condition.
- Check the dump box lift mechanism regularly to ensure the pump, reservoir, hoses, and other critical components are free of defects and in good working order.
- Check the condition of the brakes and adjust them regularly to ensure they are functioning properly.
- Ensure the required government inspections of the vehicle are conducted and are current.
- Carry all registrations and permits necessary when travelling on public roads.
- Fill in your logbook at each stop.
- Conduct a documented post trip inspection at the end of your day and report any safety issues to the truck mechanic. Have him sign off your logbook when the repairs are completed.

PROCEDURES: OPERATING

- Always wear your seatbelt when your truck is in motion.
- Make sure you have all the required radio frequencies before you start on a new haul.
- Ask for all the hazard information before you start a new haul.
- Call your kilometers according to the protocol posted at the start of the road.
- If in doubt, ask if you are unsure of the calling protocol or if you are on the correct channel.
- Call "up" or "down". Do not use "loaded" or "empty" as many resource roads now have loaded trucks in both directions.
- Drive with the headlights on always.
- Drive within the posted speed limits and/or within safe speeds determined by the conditions of the road.
- Always get into and leave the truck in a safe manner using the handholds provided to prevent slipping and tripping. (Use the 3-point mount/dismount.)
- Wear the personal protective equipment required when getting out of your truck.
- Refer to the Driving Safe Work Procedures" for operating the vehicle on industrial forest roads.
- Report any observed unsafe road conditions to your supervisor, the logging contractor, or the licensee.
- Do not carry passengers unless they have proper authorization.
- And, remember-you are a professional driver and many of the other road users are not.

PROCEDURES: TIRE CHAINS

- Where winter conditions prevail, always adequately chain up the vehicle in a safe flat location before you encounter areas where vehicle traction is questionable. You must be prepared to stop suddenly if you meet unexpected traffic or an unforeseen event occurs. Set the tractor maxi before leaving the cab. Let other traffic know where you are stopping.
- Always follow proper lifting techniques when handling tire chains. Bend your legs and keep your back straight.

DUMP TRUCK - CONTINUED

PROCEDURES: LOADING

- Ensure there is a safe area for loading.
- Follow the communication system established at the loading site with the loader man.
- Always wear required personal protective equipment when out of the cab.
- Apply truck parking (MAXI) brake if leaving the cab.
- Do not walk on the frame rails.
- The location of the driver must always be known by the loader man . Stay inside the truck cab or out in front of the unit while being loaded.
- Watch the load being loaded with your mirrors; notify the loader operator right away if you see any issues, especially on his blind side.
- Communicate with the loader man when the loading is complete.
- Check your weight. Do not overload for truck, bridge, or road limits.
- Give notice on proper radio channel that you are leaving the loader and ensure all workers are in the clear before pulling out.

PROCEDURES: UNLOADING

- Approach the dumping area in a safe manner. Watch for other workers and machinery which might be present. Confirm unloading location with spreader/grader/cat/foreman.
- Follow the safe dumping procedures established at the unloading site.
- Wear required P.P.E. when out of the cab.
- Apply truck parking (MAXI) brake before leaving the cab.
- Ensure good communications with the spreader/grader/cat/foreman.
- Ensure workers and machinery are in the clear as you drive through the construction area.

CRAWLER MACHINE – LOG SKIDDING AND TRAIL CONSTRUCTION

PERSONAL PROTECTIVE EQUIPMENT

- Hi-vis hardhat
- Hearing protection
- Gloves
- Substantial footwear
- Hi-vis clothing

PROCEDURES

- Check to ensure machine is in safe operating condition before using.
- Wear seatbelt when operating the machine.
- Make sure good housekeeping is maintained. Ensure fire extinguishers and other items are securely fastened in a safe location. Do not carry loose items in the cab.
- Know the location of fellow workers, particularly when using a choker man.
- When using a choker man, make sure all verbal and Work Safe BC approved hand signals are used and understood before moving machine or lines.
- Travel at a safe speed.
- Exercise caution when working on hillsides. Review and follow the written safe work procedures for operating on steep slopes.
- Make sure chokers and main line are in safe working condition.
- When winching, align the machine with the direction of the pull.
- Do not enter an active falling area, stay a minimum of two tree lengths away.
- Do not work in areas where there is a danger of pushing trees, rocks, or other debris into an active work area.
- When pushing trees over, remove the tension out of the trees using the blade or winch so they may be bucked without danger of tree springing back.
- Build skid trails wide enough for skidder operation.
- Slope trails towards the inside bank, never outwards.
- Before leaving machine, lower the blade (and grapple if so equipped) and set the parking brake.
- Remember, if you encounter difficulty, contact your supervisor.
- If the machine becomes unstable, shut it down and request assistance.
- Ensure tracks are equipped with ice lugs in winter.
- Follow the lock-out procedures while conducting maintenance work on the machine.
- Always enter and leave the machine in a safe manner. Use the handholds for stability and beware of slipping hazards that exist, particularly in winter. (Three-point mount/dismount.)

CRAWLER MACHINE - CONTINUED

Crawler Tractor Lockout – Tagout

(One person working on machine)

Shut down procedure:

1. Notify other affected employees.
2. Apply parking brake.
3. Lower blade and ripper or grapple to ground.
4. Shut down engine.
5. Turn off master.
6. Put personal lock and tag on master switch.
7. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Remove lock from master switch.
2. Start machine.

Crawler Tractor Lockout – Tagout

(If more than one person working in machine)

Shut down procedure:

1. Notify other affected employees.
2. Apply parking brake.
3. Lower blade and ripper or log grapple to ground.
4. Shut down engine.
5. Turn off master switch.
6. Each worker attaches personal lock and tag to scissor lockout hasp on master switch.
7. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Each employee removes personal lock from scissor lockout hasp on master switch.
2. Start machine when all locks removed.

Crawler Tractor Tagout

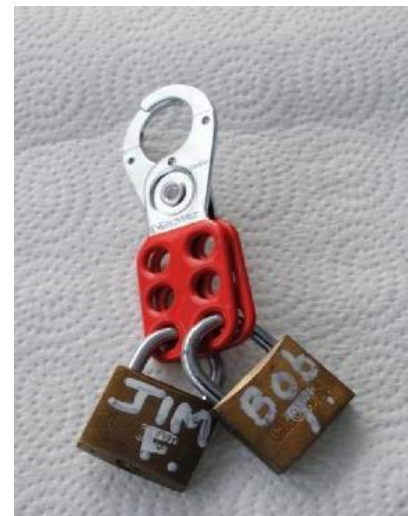
(For machine without master switch)

Shut down procedure:

1. Notify other affected employees.
2. Apply parking brake.
3. Lower blade and ripper or log grapple to ground.
4. Shut down engine.
5. Key out and in pocket.
6. Put lockout tag initialed by all workers on ignition switch.
7. Test to verify zero energy (electrical-hydraulic-gravity).

Start-up procedure:

1. Each employee crosses off their initials on lockout tag when their work is completed.
2. Start machine when all initials on tag crossed off.



ATV USE

PERSONAL PROTECTIVE EQUIPMENT

- Helmet
- Eye protection
- Gloves
- Seasonally suitable clothing
- Appropriate footwear

PROCEDURES FOR LOADING AND UNLOADING

- Load at a purpose-built stationary ramp or use a dirt berm.
- If using portable ramps secure ramps to truck using tie down straps.
- Once loaded secure ATV fore and aft using proper straps.

DRIVING PROCEDURES

- Do a pre-trip check of machine- brakes, throttle, steering linkage, sufficient fuel, mix oil.
- Check for spares – spark plug, and tools.
- Travel plan left with another person.
- Spot device activated.
- Only one passenger except if machine designed for 2.
- Never carry passengers on fore or aft racks.
- Drive at safe speeds according to conditions.
- When braking use both brakes together.
- Gear down for hill decent.
- Reduce speed for ditches, berms, and obstacle climbing.
- Lean into turns; lean into hills.
- Keep your feet on the pegs at all times-Do not use your feet to control the ATV.
- If riding on pavement shift out of 4 wd; and use extra caution.
- Be alert for branches and overhead hazards.
- Do not operate an ATV if it is mechanically defective.
- Conduct a post trip check and have deficiencies rectified.

WORKING NEAR POWER LINES

DESCRIPTION

Where work is to be carried out within the "Limits of Approach" to energized power lines then special precautions and procedures must be in place to protect the worker(s) from the hazard of electrocution.

SPECIFIC SAFETY HAZARDS

- Contact with energized power lines.

ELECTRICAL AWARENESS: LIMITS OF APPROACH

- Always assume power lines are live. The voltage of the lines will be determined prior to any activity. This can be done by contacting the power company.
- Only qualified electrical workers or certified utility arborists (CUA) are permitted to work within the "General Limits of Approach". The General Limits of Approach are described in table 19-1A part 19.24 of the Occupational Health and Safety (OH&S) regulation.
- No part of a worker, his tools, his material, or his equipment can be within the minimum Limits of Approach for that voltage.
- No part of any machine, vehicle, low bed, or logging truck can be or operate within the minimum Limits of Approach for that voltage. For equipment passing under a power line see OH&S Table 19-1B
- Note: The Limit of Approach must be maintained from any tree that has grown within the minimum Limits of Approach.

Limits of Approach: Table 19-1A

Circuit Voltage phase to phase Kilovolts	Minimum approach distance for working close to exposed electrical equipment or conductors	
	Meters	Feet
Over 750 v to 75 kV	3.0	10
Over 75 kV to 250 kV	4.5	15
Over 250 kV to 550 kV	6.0	20

When the Limit of Approach cannot be maintained under a power line, workers must stop all work or movement of equipment and immediately inform their supervisor.

ELECTRICAL AWARENESS: STEP AND TOUCH POTENTIAL RIPPLE EFFECT

- If anything makes contact with a high voltage power line, such as a tree or an uninsulated boom on a truck, or if a broken power line falls to the ground or lands on a vehicle, electricity will flow to the ground and spread out in concentric circles like the ripples in a pool of water.
- Voltage is extremely high at the point where electricity contacts the ground. The level of intensity decreases as the distance increases from the point of contact. The energized area from point of contact to zero voltage will vary for different circuit voltages.

Circuit	Energized Area	
500kv	32m	105 feet
230kv	14.5m	47.5 feet
138kv	10m	33 feet
60kv	10m	33 feet

WORKING NEAR POWER LINES - CONTINUED

ELECTRICAL AWARENESS: STEP POTENTIAL

- Due to the difference in voltage as one moves away from the point of electrical contact it is possible to "step" between higher and lower voltages. As the human body is usually a better conductor of electricity than the ground the electricity can flow between the feet through the body with sometimes devastating results. This is referred to as "step potential."

ELECTRICAL AWARENESS: TOUCH POTENTIAL

- Trees can be very conductive. If a tree contacts a high voltage power line and a person is touching the tree, or touching a ladder leaning against the tree, there will be a high to low voltage difference between the person and the ground. This will force electrical current to flow through them to the ground and may easily result in serious injury or worse. This is referred to as "touch potential."
- **Never store supplies or park equipment under or near power lines.**

MAPS / PRESCRIPTION

Will include or have attached:

- The location of the Hard-line zones which will be a minimum of two tree lengths from the general limits of approach.
- A copy of the Logging Near Energized High Voltage Conductors pre-work form including:
- The power line voltage
- The minimum limits of approach as per Table 19-1 of the Occupational Health & Safety Regulations.
- Falling plan with instruction to cease work and contact a supervisor if plan cannot be followed.
- Response procedures in the event of power line contact.

PRESCRIPTION

- It is preferred that all mature timber is removed within 1 1/2 tree lengths of the cleared right of way edge. Avoid prescribing narrow non-wind firm strips of timber. Where possible avoid prescribing wildlife tree patches adjacent to cleared right of ways.
- All Seed tree or Shelter wood prescriptions for areas adjacent to right of ways should be reviewed with power line representative to ensure that a hazard is not created.

DEBRIS DISPOSAL

- No debris shall be piled or pushed on to the cleared power line right of way. Debris piles shall be greater than 20m horizontal distance from all electrical infrastructure such as conductors(wires), poles, guy lines. Piles should not exceed 5m in height and 10m in diameter.

RIDE-ON ROLLERS

PERSONAL PROTECTIVE EQUIPMENT

- Hard hat
- Eye protection
- Gloves
- Appropriate footwear
- Hearing protection

PRE-START CHECKS AND SAFETY

- Check fuel tank is full (all diesel except some 1.3-1.5t are straight petrol).
- Check engine & hydraulic oils are at correct level and water if applicable.
- Grease all lubrication points daily.
- Ensure all control levers move freely & return to the neutral position.
- Activate & check correct function of safety control level locks.
- Check above ground for branches, beams & structures (overhead power lines require 4 meters clearance)
- Check below ground for underground services such as cables, pipes, culverts, and tunnels, etc.
- Keep unauthorized people away from site.
- Check ground condition and slopes.
- Always use in well ventilated areas.
- Ensure the roller is sized correctly & has the safety features for the job.
- Always keep the roller level.
- Do not allow inexperienced people to operate the machine.
- Do not leave the engine running while unattended.
- Do not let people ride on the machine.
- Always travel up and down slopes, not across, or a rollover may occur.
- Do not spill fuel.
- Ensure hands, feet and loose clothing are kept clear from moving parts of the roller.

OPERATING PROCEDURES

- Fasten & adjust the seat belt fitted to the machine
- Raise lever locks to activate controls & release park brake
- Check the correction of each control lever Always operate at 2/3rds throttle with smooth even control
- Must be operated on a flat level surface or in accordance with manufactures specifications Proceed to move roller around area to be compacted by moving the forward reverse lever in the desired direction, the further you push or pull this lever the faster the travel speed will be
- If full vibration compaction is required turn the vibration function on once roller is moving
- At the end of the compaction run move the forward reverse lever in the opposite direction or neutral to stop
- If you choose to stop, ensure you turn the vibration function off

RIDE ON ROLLERS - CONTINUED

**STARTING
PROCEDURES**

- Move throttle lever to 1/3 throttle
- Ensure the forward reverse lever is in the Neutral position
- Turn ignition switch to Pre Heat and hold for 20 seconds (if applicable).
- Turn ignition switch to start the machine.
- Move throttle lever to the idle position Allow engine to warm up

**STOPPING AND
AFTER USE**

- Park roller in a safe place and engage park brake
- Idle engine before switching off.

PACKERS

PERSONAL PROTECTIVE EQUIPMENT

- Hard hat
- Eye protection
- Gloves
- Appropriate footwear
- Hearing protection
- Respiratory protection

OPERATING PROCEDURES

- Before equipment is started, walk around the machine. Visually inspect for oil leaks, low tires, vandalism, or any damage to equipment. All deficiencies must be documented and reported to your supervisor.
- Mount or dismount equipment using the 3-point contact method.
- Operators are required to start their equipment prior to the start of their shift, so arrive early and allow for warm up.
- Climb into the machine and be seated and buckle up prior to starting the packer. Start at idle speed. Check all the gauges to ensure they are working properly, and readings are normal, then climb out and inspect lights to ensure they are all working.
- Move equipment slowly forward and apply brakes to ensure they are working properly. Check to see that the backup alarm is working. Record and report any concerns to your supervisor.
- Due to poor visibility when operating the packer, always be aware of all equipment, personnel, surveyors, slopes, banks, stakes, and survey markers on site and in the general working area.
- Travel facing oncoming traffic, whenever possible.
- Avoid sharp turns, particularly on rough or gravelly surfaces. Be sure to look first, even if the turn is a minor one.
- When travelling along slopes, NEVER make sharp turns. On a slope, a sharp turn can change the packer's center of gravity, possibly causing a rollover.
- On vibratory equipment, always shut off the vibrator prior to stopping turn it on after the packer is in motion. NEVER have the vibrator on when the equipment is not in motion.
- In the event of a rollover, shut off the engine immediately and notify your supervisor.
- Extreme care must be used in the operation of packers when compacting edges one meter in height or more. Packers should be at least 1.5 meters from the edge of any bank due to vibration.
- Apply brakes, lower all attachments, and set parking brake before getting off the packer. Allow the equipment to cool off at the end of the shift prior to turning off the engine.
- After parking equipment at the end of the shift, walk around the machine. Visually inspect the packer for oil leaks, low tires, or damage. Record and report all deficiencies to your supervisor.

GRADERS

GENERAL

- Only persons who have been trained and, where required, hold the required certification or license, and are authorized to do so, are to operate a motor grader.
- Operation of earth moving equipment must be carried out in accordance with the manufacturer's operation and maintenance manuals.
- Graders are multipurpose machines used primarily for general construction and maintenance of roads, moving large amounts of material laterally, crowning and leveling roads, ditching and bank sloping and snow removal.

PERSONAL PROTECTIVE EQUIPMENT

- Hard hat and high visibility clothing to be worn when not inside the cab.
- Safety boots in good condition, and properly laced must always be worn. Worn out soles and heels could lead to slips and falls.
- Eye protection will be worn where there is danger of falling or flying debris from equipment or loads, especially in windy conditions.
- Hand protection will be worn when handling cable or any other material where there is danger of cuts or punctures.

HEALTH AND SAFETY CONCERNS

- Working on sloping terrain
- Exposure to driving public
- Working alone
- Dusty conditions
- Poor visibility due to darkness

GENERAL PRECAUTIONS

- Persons operating a grader must wear PPE as required, including High Visibility vests or stripes on coveralls.
- Use flashing light and reversing alarm to warn of hazards of the grader.

RECOMMENDED PROCEDURES AND PRECAUTIONS TO REDUCE HAZARDS

- Before roading or loading a grader, the operator will perform an inspection to ensure adequate warning devices are installed
- Whether the grader is driven or hauled to the worksite, travel concerns should be discussed with the foreman, including any permit requirements.
- If the grader is being loaded onto a trailer, this must be done with the trailer on a level surface. Where possible, the operator will drive the unit onto the trailer while the truck driver acts as a spotter. Securing the load is the responsibility of the truck driver.
- Once on site, an assessment tour must be conducted to determine what hazardous conditions are present. If there is more than one member of the grading crew, a tailgate meeting will be held to discuss controlling identified hazards, such as placing signs warning of overhead power lines.
- If the grader was hauled to the work site, offloading should be off road where possible and with responsibilities like those when the grader was loaded.
- No grading work will take place until the work zone is signed as per applicable specifications.
- All grader operators must wear the seat belt provided in the unit. If work must be done in the standing position, the cab door must be kept closed and, where this is not possible, the restraining chain must be secured across the door opening.

GRADERS - CONTINUED

RECOMMENDED PROCEDURES AND PRECAUTIONS TO REDUCE HAZARDS

- Respiratory protection from road dust must be considered if the grader is operated for an extended length of time with the door open.
- On steep slopes, the operator must be extremely cautious working near the shoulder, must reduce speed, and, again, wear a seat belt.
- Grading gravel surfaces is normally done during daylight hours.
- Windrowed materials must leave room for a minimum of one lane traffic through the zone.
- Back blading may be required to remove excess material from the edge of structures such as bridge decks, cattle guards, and railroad crossings.
- Unloading any additional gravel at the work zone must be under the direction of the designated signaler.
- Graders will back up only when safe to do so and must turn around only where they are visible to other drivers for a considerable distance. Do not turn around when cresting a hill!
- Grader operators have access to a radio and/or telephone for summoning assistance if they experience problems while working alone.
- When exiting the machine or parking the grader overnight, the operator must find a level surface, ground the blade, and set the parking brake.
- Upon return to the yard/shop, the grader must be fueled, a post trip inspection completed, and the grader parked in the proper area or structure.

NOTE: Care must be taken to ensure the driver of the gravel truck responds to any hazards identified through the site-specific hazard assessment, such as power lines, etc.

OPERATING PROCEDURES

- Before equipment is started, walk around the machine. Visually inspect for oil leaks, low tires, vandalism, or any damage to the equipment. All deficiencies must be documented and reported to your supervisor.
- Mount and/dismount the grader using 3-point contact method.
- Operators are required to start their equipment prior to the start of their shift. Arrive early and allow for warm up.
- Climb into the machine and be seated prior to starting the equipment. Start at idle speed. Check to see that all gauges are working, and readings are normal, then climb out and inspect the lights.
- Move equipment slowly forward and apply the brakes to ensure they are working properly. Check to see that the back up alarm is working. Report any concerns to your supervisor.
- Due to poor visibility from the cab, always be aware of all equipment, personnel, surveyors, slopes, banks, stakes, and survey markers on site and in general working area.
- Use good judgment during the operation of the grader.
- Do not use the blade when stuck.
- Do not blade in 4th gear or higher.
- Apply brakes, lower all attachments, and set the parking brake before getting off the equipment. Allow the equipment to cool off at the end of a shift prior to turning off the machine.

- After parking the equipment at the end of a shift, walk around the machine. Visually inspect again for oil leaks, low tires, or damage. Report any problems found to the supervisor.

CRANES AND RIGGING

GENERAL

- Only equipment specifically designed and approved for hoisting shall be used for lifting loads
- No crane, hoist, or rigging component shall exceed its safe working load.
- Lifting equipment shall only be operated by qualified persons.

LOGBOOKS

- A logbook shall be provided and maintained for all hoisting equipment.
- Operators shall make an entry in the logbook of pre-shift or pre-use inspections or any other examination. Entries shall list any defects or operating difficulties identified.
- Inspections shall include observations during operation.
- A record shall be made of preventative maintenance or repair work.
- The operator or any person carrying out maintenance work shall date and sign all logbook entries.
- Supervisor responsible for the operation of hoisting devices shall review logbooks at least once per week to ensure their use. The supervisor conducting the review shall date and sign the logbook at the time of the review.
- The weight load shall be determined prior to the lift and communicated to all persons involved in the lift.
- All rigging work shall be conducted by, or under the supervision of qualified persons who are familiar with all aspects of the work. Where critical or unusual lifts are to be conducted, the supervisor shall personally review the procedure to be used.
- The operator shall inspect all hoisting equipment at the beginning of each shift, or prior to the initial lift in a shift.
- If there are any defects found during the inspection the operator shall document the deficiencies and notify the supervisor. The equipment shall not be operated until the defects or problems have been corrected and an authorization has been received from the supervisor.

PRE-OPERATION CHECKLIST

- Check the logbook for comments
- Check that function labels for the operator controls are legible.
- Check operating mechanism for proper operation, proper adjustment, and unusual sounds.
- Check for cracks on load block
- Check for deformed, stretched, worn, or cracked hook.
- Check hook throat latches for proper movement.

TROLLEY CRANES

- With wired controllers, check control box inlet wiring for tearing of insulation. If using wireless controllers, check battery level indication.
- Check I-Beam for obvious cracks and dents.
- Check operation of any audible warning devices. If travel warning devices are inoperative, a spotter must be used ahead of any moving load.
- Check upper hoist limit device.

- Prior to the initial use of any hoist on a shift, the operator shall verify operation of the upper limit device under no-load conditions.
- Care shall be exercised: the block shall be inched into the limit of run in at slow speed.
- If the device does not operate properly the operator shall immediately lock and tag out the crane and notify their supervisor.

CRANES AND RIGGING - CONTINUED

TROLLEY CRANES

- The hoist limit device that controls the upper limit of travel of load block shall not be used as an operating control.
- Check lower limit if applicable.
- Check the warning lights to ensure they are all working properly.
- Ensure there is an adequate fuel supply for the proposed lifting operation.

RIGGING HARDWARE

- All rigging must also be in accordance to SP&P Proper use of tools.
- Riggings and fitting shall be used only for the purposes for which they are designed and manufactured.
- The maximum rated load of any rigging assembly shall be warranted by the manufacturer or by a professional engineer, and the maximum rated load shall not exceed one-fifth of the ultimate breaking strength of the weakest component.
- When used to lift persons, the maximum rated loads shall not exceed one-tenth of the ultimate breaking strength of the weakest component.
- When a wedge socket connector is used as a wire rope terminal, the end of the rope shall be secured to prevent release of the wedge, or rope slippage at the socket.
- Open hooks shall not be used where dislodgment of the load from the hook would endanger persons.
- Shackle pins, heel pins, and similar devices shall be secured against dislodgment.
- Sheaves for running lines shall have a means of retaining the rope in the sheave groove.
- Rigging lines, sling, and other components shall be protected against cutting, chaffing and abrasion.
- When U-bolt type cable clips are used for fastening wire ropes, the U-bolt shall be installed so that it bears on the short or "dead" end of the rope and in accordance with the manufacturer's specifications.
- Unless a rope is required to automatically disengage from a winding drum, it shall be securely fastened to the drum and not less than three full turns of the rope shall always remain on the drum. A rope shall not be secured to the inside of a drum by knotting or by affixing cable clips.
- A hook shall be removed from service if any of the following appear:
 - The original throat opening has increased by more than 15% as measured at the narrowest point.
 - It has twisted more than 10 degrees from its original plane.
 - It has cracks or other defects.
- Rigging shall be removed from service if it has contacted an electric arc, molten metal, or other source of excessive temperature.
- The safe working load of spreader bars and specialized lifting devices shall be certified by a professional engineer and clearly marked on the equipment.

ROPE INSPECTION

- At the start of each shift, the operator shall visually inspect all ropes. These visual inspections should be concerned with discovering gross damage, as listed below:
 - Distortions of the rope, such as kinking, crushing, un-stranding, bird caging, main strand displacement, or core protrusion.
 - General corrosion
 - Broken or cut strands
 - Ensure multiple part lines are not twisted around each other.

CRANES AND RIGGING - CONTINUED**ROPE INSPECTION**

- Check that the wraps on the drum are not crossed or overlapping.
 - If damaged ropes are identified, lock and tag out the crane and notify the supervisor.
-

**GENERAL SAFETY
REGULATIONS**

An employer shall ensure that a known safety hazard which:

- a) Cannot be readily controlled or eliminated, and
- b) Has the potential for causing serious injury is identified and brought to the attention of the worker who may be exposed to the hazard

**HAZARDOUS
MATERIALS AND
SUBSTANCES**

If a controlled product is used, stored, handled, or manufactured at a worksite, the prime contractor or if there is no prime contractor, the contractor or employer responsible for that site shall ensure that:

- a) The controlled product is labelled in accordance with the regulations.
- b) A safety data sheet for that controlled product, containing the information required by the regulation, is made readily available to workers at the worksite.
- c) A worker who works with a controlled product or in proximity to a controlled product receives education, instruction, or training with respect to the controlled product in accordance with the regulation.

**HAZARD/RISK
CONTROL**

Every employer shall ensure, as far as it is reasonable and practical for him to do so.

The Health and Safety of:

- a) Workers engaged in the work of that responsibility.
- b) Those workers not engaged in the work of that employer but present at the worksite at which that work is being carried out.
- c) That the workers engaged in the work of that employer, are aware of their responsibilities and duties under acts and the regulations.

Hazardous areas not intended to be accessible to workers must be secured by locked doors or equivalent means of security and must not be entered unless safe work procedures are developed and followed.

All work areas will have a safe means of entering and leaving. Workers will not use any other way of entering or leaving if that way proves to be hazardous.

**HAZARD
IDENTIFICATION
AND RISK
CONTROL POLICY**

It is the goal of the management Bad Ventures Ltd that all hazards are identified, and necessary action items followed through to eliminate each hazard as it is identified.

It is the Policy of Bad Ventures Ltd. to refuse work that is unsafe for its employees, equipment, or the environment.

A formal hazard assessment will be done at any work site prior to work beginning.

If work continues for some time at the site, and conditions change, such as new equipment arriving on site, new workers coming onto site, or changes to our work process, a subsequent assessment will be performed followed shortly by a job site meeting. The hazard assessment form can be found at the end of this section.

**HAZARD
IDENTIFICATION &
JHA'S**

Hazards can exist in all areas of work including the shop, offices, equipment, or the construction site. The Hazard Identification program of our company includes a proactive initiative designed to create a safer work environment by having employees and subcontractors identify hazards, and then eliminate the hazard before an injury or loss can occur. All affected workers will be required to participate in the hazard identification and will receive training in the hazard identification and risk assessment process.

The purpose of the Hazard Identification program is to reduce accidents and incidents by using every worker's observation abilities to identify and document hazards in the workplace. The Hazard Identification program contains the opportunities for our company to detect hazards through:

- a) Job Site Hazard Assessments
- b) Job Hazard Analysis (JHA's)
- c) Inspections

The role of management, supervisors, and the safety coordinator is to encourage employee and subcontractor participation in our Hazard Identification Program.

**DETECTING
HAZARDS THROUGH
JOB SITE HAZARD
ASSESSMENTS**

As we enter a new job site, a Hazard Assessment Form will be completed that evaluates the work environment and provides an assessment of possible hazards. From this evaluation, priorities can be identified to develop protective measures to reduce or eliminate the hazard.

**DETECTING
HAZARDS THROUGH
JOB HAZARD
ANALYSIS (JHA'S)**

A Job Hazard Analysis (JHA) provides the opportunity to identify and control risk by breaking a specific job down into steps. Potential hazards are identified at each step and an estimate of risk is determined by analyzing the likelihood of injury (probability) and the potential severity (consequence). Various factors are considered when determining the order in which jobs will be assessed for potential hazards. These include:

- **Accident Frequency and Severity**
Identifying jobs where accidents frequently occur, or where accidents occur infrequently but result in a serious injury.
- **Potential for Severe Injury**
Identifying jobs where the consequences of an accident can be severe.
- **Newly Established Jobs**
Identifying jobs where there is a lack of experience, such that hazards may not be readily apparent.
- **Modified Jobs**
Identifying new hazards associated with new job procedures.
- **Infrequently Performed Jobs**
Identifying those jobs that are non-routine but pose greater risk to workers because the tasks are done infrequently.

**DETECTING
HAZARDS THROUGH
INSPECTIONS**

Formal and informal inspections of our vehicles, equipment, tools, and facilities provide the opportunities to detect hazards. Our safety program features scheduled inspections along with informal observations to ensure that our equipment, tools, and facilities are functioning in a safe and proper manner.

In general, our company's Hazard Identification and Assessment initiatives examine:

- a) the people (employees, subcontractors, visitors, customers, etc.) involved
- b) the environment they work in
- c) the materials they work with
- d) the equipment and tools they use

In this way, our proactive initiatives allow us the opportunities to recognize, evaluate, and control the various types of physical, chemical, ergonomic, and biological hazards that may be present in our work environment.

Unsafe or harmful condition found during an inspection must be remedied immediately. Whenever a person observes what appears to be an unsafe or harmful act or condition, that person must report it as soon as possible to a supervisor or to the manager. The person receiving the report must investigate the reported unsafe act or condition and ensure that any necessary actions are taken without delay.

If emergency action is required to correct a condition which constitutes an immediate threat to workers, only those qualified and properly instructed workers necessary to correct the unsafe condition may be exposed to the hazard and every possible effort will be made to control the hazard while it is being corrected.

**HAZARD
REPORTING
REQUIREMENTS**

Employees and subcontractors of Bad Ventures Ltd. are expected and required to report worksite hazards to their immediate supervisor or senior management. Hazard reporting can be verbal or written and should include any situation that could cause injury to a worker if left unattended or that would cause property damage. Bad Ventures Ltd. also requires on-site hazards to be reported to the prime contractor to ensure they are aware of the situation and can assist in implementing control measures.

VERBAL REPORTING

To report a hazard verbally, worker should follow this process:

- a) Contact your immediate supervisor and provide a description of the hazard and its location.
- b) Identify the risks or possible risks that the hazard may present to you and others.
- c) Identify the control measures that must be taken to reduce or remove the hazard and the interim actions/precautions that are required.

WRITTEN HAZARD REPORTING

To report a hazard in writing, workers shall complete the Hazard Report Form to document a description of the hazard. Include in your report:

- a) The location of the hazard.
- b) A description of the details of the hazard.
- c) The corrective action that is required.
- d) Identify if you have verbally reported this hazard, and who you reported it to.

SECTION 5**HAZARD/RISK IDENTIFICATION AND ASSESSMENT CONTINUED****MANAGEMENT FOLLOW-UP**

Management will investigate the hazard reports to ensure immediate corrective action is taken to remove the hazard or hazardous condition from the worksite. This may include assigning responsibility for corrective action to workers, prime contractor, or their representatives, etc.

SECTION 6**SITE SPECIFIC HAZARDS****REFERENCE NO.**

1.	Overhead Hazards	10.	Wildlife
2.	Steep Slopes	11.	
3.	Dangerous Terrain	12.	
4.	Unstable Surfaces	13.	
5.	Riparian Areas	14.	
6.	Road Hazards	15.	
7.	Heavy Slash, Blowdown, Other Obstacles	16.	
8.	Energy Hazards (Mines, Pipelines, Electrical)	17.	
9.	Weather Conditions	18.	

REF. NO.	HAZARD RATING	CONTROL MEASURE
1.	Moderate	Flag area off for no work zone, spotter
2.	Moderate	Follow procedures for steep slopes operating procedures
3.	Low	Not applicable for this project
4.	Moderate	Wear proper footwear, watch footing, do not rush
5.	Low	Not applicable for this project
6.	Moderate	Use of radio on proper channel, drive with care, give way to logging trucks
7.	Low	In excavator with guard and ROPS. If outside of equipment review surroundings and wear hardhat
8.	Low	Not applicable for this project
9.	Low	Cab controlled environment in excavator, ensure properly dressed for weather, if ground becomes unsafe for equipment operation suspend works until ground conditions improve
10.	Moderate	Situational Awareness, report incidents
11.		
12.		

GENERAL

Safety Orientation is the most important process that management must introduce new workers to the Company's Health & Safety Program.

Every employee who is new to a work site will receive an orientation to the site. The safety orientation includes a review of the company policies and procedures, as well as specific job hazards, safety precautions, responsibilities and expectations for safety, government regulations, discipline policy, worker's right to refuse work if it is unsafe, accident/incident/near miss reporting procedures, etc.

When a new employee is hired, he/she will receive their orientation in a timely fashion, prior to the commencement of work. The Program Administrator will conduct the orientation and both the new hire, and the Program Administrator will sign the orientation checklist and the acknowledgement form.

TRAINING RECORDS

To ensure training is kept up to date, detailed records of participants, topics, dates, materials provided, and follow-up programs are kept. Supervisors use this information in meeting regulatory requirements, planning future training programs, assessing the effectiveness of past programs, and assessing individual safety performance.

JOB SPECIFIC/ON-THE-JOB TRAINING

Job Specific Training ensures that each employee can do their job and do it right. This type of training should be conducted:

- a) At the time of hire.
- b) When an employee is assigned to new or different work.
- c) When an employee is moved to a new site or location.
- d) Whenever new tools or equipment or processes are introduced on the job.

After the initial orientation, employees will receive regular on-the-job training. On-the-job training gives "hands-on" experience in the procedures specific to the safe completion of tasks. On-the-job training may be given at regular pre-job meetings.

If you are uncertain on how to do a job safely, DO NOT GUESS OR TAKE A CHANCE. CONSULT YOUR SUPERVISOR FOR SAFE PROCEDURES BEFORE STARTING THE WORK.

Job Specific Training is best conducted by the employee's immediate supervisor. The supervisor should:

- a) Review with the employee the company's Safe Work Practices and Safe Job Procedures that apply to a specific job,
- b) bring all known safety hazards that may affect the employee to his/her attention,
- c) Through discussions and observations, determine exactly what the employee can do and how he/she does it,
- d) Provide the employee with all the necessary information to do the job safely and correctly.
- e) Ensure that employees have the appropriate third-party training certificates for the position they are filling and the tasks they will be doing.

GENERAL

An integral part of the safety program is a continuing schedule of safety talks or meetings. These talks are constructive measures towards creating and maintaining safety awareness in personnel and reducing accidents. These talks provide the opportunity to involve employees in the safety program and encourage them to reveal problem areas and unsafe working conditions.

TAILGATE SAFETY MEETINGS

“Tailgate” or “Toolbox” meetings are the primary vehicle for ongoing safety awareness and exchange of safety information.

These meetings are held on location at the beginning of a new job to discuss potential hazards and develop methods of control or elimination.

GENERAL SAFETY MEETINGS

These meetings are held on quarterly basis with all employees to discuss general safety concerns such as policy changes and training needs. Topics will include anything relevant to worker health and safety.

At any time, employees are encouraged to bring suggestions and/or concerns to Management’s attention.

Employees are encouraged to review existing policies and procedures for suggested changes or submit new ideas for policies/procedures to Management for review.

GENERAL

Bad Ventures Ltd. recognizes that the purpose of an effective investigation process is to determine "root" causes so that corrective actions can be implemented to prevent reoccurrence.

- a) Within the company, the following types of incidents shall be investigated fully:
- b) Accidents that result in injuries requiring medical aid.
- c) Incidents that result in an illness.
- d) Accidents that cause property damage or interrupt operations with potential for a loss.
- e) Incidents that have the potential to result in (1) or (2) above, such as close calls and near misses.

Employees must report incidents immediately after they occur. When an employee is involved in a work-related incident or is aware of a condition that may cause one, the employee must report the incident as soon as possible to the employer. Incidents include near misses, injuries, illnesses, property damage, etc.

Employees and subcontractors are responsible to report all incidents as soon as possible, and to assist in the investigation process as requested.

An investigation and a final report outlining the causes and recommendations for corrective action will be completed by the Program Administrator.

FIRST AID

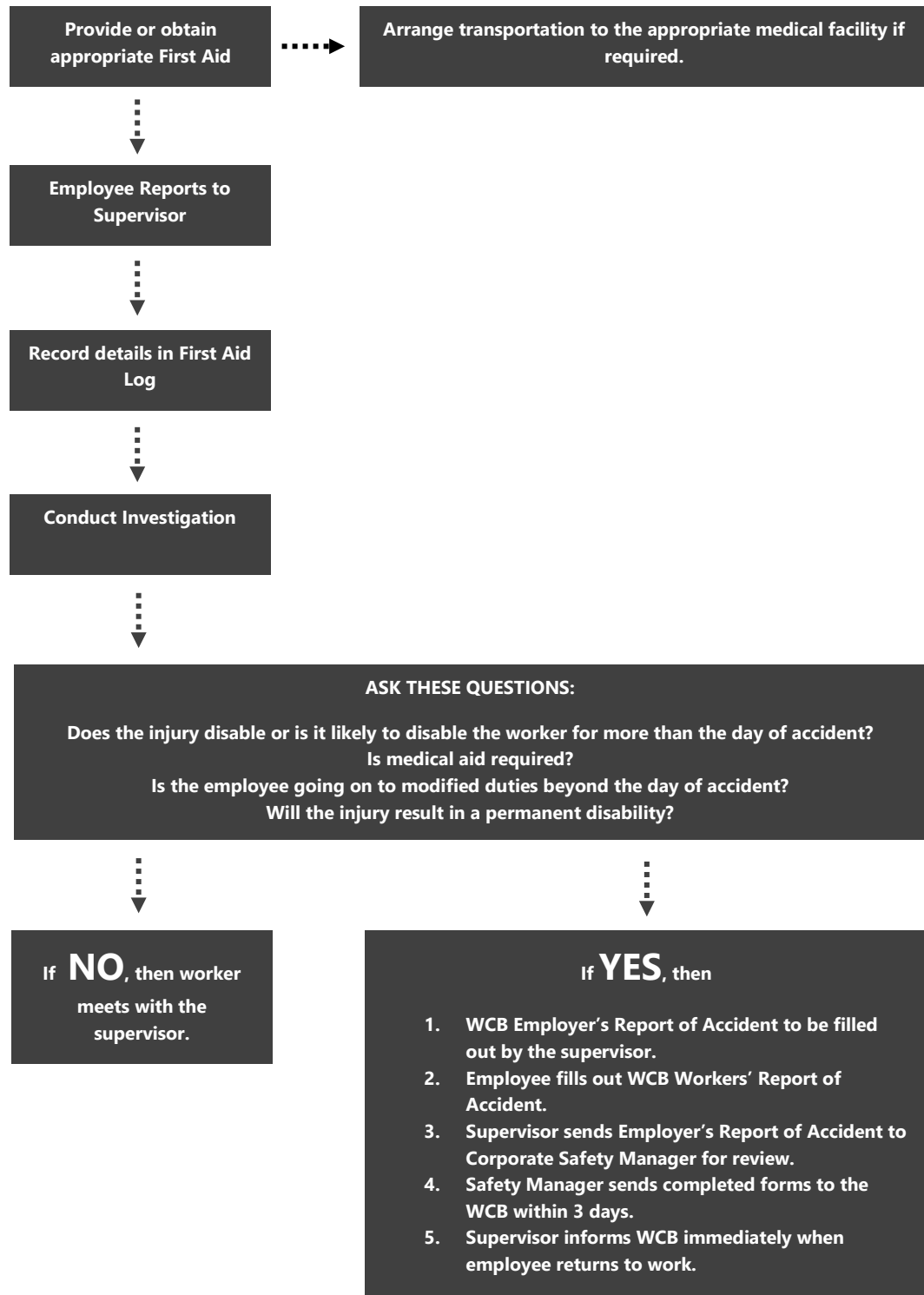
Bad Ventures Ltd. is committed to ensuring that access to first aid is available. To accomplish this:

- a) An appropriate number of employees will have training in First Aid in accordance with the First Aid Regulations.
- b) First Aid supplies will be maintained in the shop, trucks, and at the job sites in accordance with the First Aid Regulations.
- c) All injuries must be reported as soon as possible after the incident. A first aid report will be filed along with a corresponding investigation report.

The investigation procedures must be followed once an incident has been reported.

INJURY FLOW
CHART

When an injury occurs, follow this flow chart:



**INVESTIGATION
PROCEDURE**

- After being notified of an incident or accident, the on-site company investigator should survey the area to determine if the work must be stopped to prevent injuries and preserve evidence. In a major emergency, all work must be stopped immediately.
- The on-site investigator should notify management, or the designated manager or supervisor who is responsible for the coordination of the investigation process, to ensure all steps in the emergency response plan are being carried out. The designated manager should determine if government and insurance investigators should be called in if they have not already been notified as part of the emergency response.
- Bad Ventures Ltd. will ensure that all "investigators" are qualified and competent and have received training on the investigation process, which will include techniques used during an investigation.
- All incident investigations will be documented and will include the following information:
 - An explanation of the incident.
 - Who was involved in the incident?
 - Damages that may have occurred from the incident.
 - Any evidence collected during the investigation.
 - Interviews with those involved in the incident.
 - Interviews with witnesses.
 - An explanation of contributing factors or root cause of the incident.
 - Controls measures that were implemented, or recommended controls to be implemented to prevent the incident from occurring again.
- The on-site investigator should gather evidence and interview witnesses and other people involved in the accident. The investigator should also photograph the site to record evidence and damage on film.
- If insurance or government investigators are brought in, the on-site company investigator should assist them as required.
- Once all the evidence is collected, then the investigator can complete the investigation process which includes:
 - Determining the contributing factors and root causes of the incident or accident.
 - Completing the Incident/Accident Report Form.
 - Developing recommendations to prevent a recurrence, and a list of actions required along with identified responsible parties and target dates for completion.
 - Presenting the report and recommendations to management and if required, to the insurance company and government.
 - Discussing the report and recommendations with everyone who was working on the site at the time of the accident, and with all other employees that are affected by the accident.
- The individual(s) assigned action items should then carry out the investigator's recommendations and provide feedback to management until all actions are completed.
- Management should verify that all corrective action is completed, and the incident report is closed out.

**WORK RELATED
INJURIES &
REPORTING****Employer's Responsibilities**

When a work-related injury occurs, the company must be notified immediately to fulfill its responsibilities under legislation to the WCB. These responsibilities include:

a) Providing first aid

Ensuring the injured worker receives first aid as soon as possible in accordance with Occupational Health and Safety legislation.

b) Providing Transportation

If medical transportation is required, the company is responsible to provide the transportation, or pay for the cost of immediate transportation.

c) Reporting Serious Incidents Immediately

The following types of incidents must be immediately reported to the WCB's Prevention Division whether there is an injury or not:

- Any incident that kills, causes risk of death, or seriously injures a worker.
- Any blasting accident that results in injury, or unusual event involving explosives.
- A diving incident that causes death, injury, or decompression sickness requiring treatment.
- A major leak or release of a dangerous substance.
- A major structural failure or collapse of a structure, equipment, construction support system, or excavation.
- Any serious mishap.

d) Recording the Incident

The company is responsible to keep detailed records of all work-related injuries.

e) Reporting the Injury to the WCB

The Employer's Report of Injury or Occupational Disease must be submitted to the WCB within three (3) business days of the worker reporting the injury, or the day the employer became aware of the injury (whichever is earlier).

**WCB PREVENTION
EMERGENCY LINE**

+1 (888) 621-7233

Any incident that results in a worker receiving medical attention, first aid or time-loss from work must also be reported to WCB.

**WORKER'S
RESPONSIBILITIES**

If you are a worker that is injured on the job:

- a) Get medical help quickly.
- b) Report all injuries to your supervisor as soon as possible after the incident, NO MATTER HOW MINOR THE INJURY.

Our company must report the injury to the WCB within 3 business days if YOU:

- a. Miss work or are likely to miss work beyond the day of injury.
- b. Need medical treatments.
- c. Need to do different or fewer work duties because of your accident.
- d. Have a permanent injury.

SECTION 9

ACCIDENT/INCIDENT REPORTING AND INVESTIGATION

Tell the doctors that the injury occurred at work so that they can send medical reports to the WCB.

Complete and send the Worker's Report of Injury or Occupational Disease to the WCB as soon as possible.

SECTION 10

USE AND OPERATION OF RPAS/UAVS/DRONES

DRONE OPERATION CLASSIFICATION

1. Basic:
 - a) you are flying your drone in uncontrolled airspace
 - b) you are flying your drone over 30 metres (100 feet) horizontally from bystanders
 - c) you are not flying your drone over bystanders
2. Advanced:
 - a) You want to fly in controlled airspace
 - b) You want to fly over bystanders
 - c) You want to fly within 30 metres (100 feet) of bystanders (measured horizontally)

PILOT REQUIREMENTS

- Register and mark the drone with its registration number
- Pass an online exam and get a pilot certificate
- Stay below 122 metres (400 feet) above ground level
- Stay away from air traffic
- Carry their pilot certificate and proof of registration during flights

No pilot shall operate a remotely piloted aircraft system unless, before commencing operations, they determine that the site for take-off, launch, landing or recovery is suitable for the proposed operation by conducting a site survey that takes into account the following factors:

- The boundaries of the area of operation.
- The type of airspace and the applicable regulatory requirements,
- The altitude and routes to be used on the approach to and departure from the area of operations.
- The proximity of manned aircraft operations.
- The proximity of manned aerodromes, airports, and heliports.
- The location and height of obstacles, including wires, mast, building, cell phone towers and wind turbines.
- The predominant weather and environmental conditions for the area of operation.
- The horizontal distances from persons not involved in the operation.

The pilot must also ensure there is enough fuel or energy for safe completion of the flight. The pilot must also determine the maximum distance from the pilot the aircraft can travel without endangering aviation safety or the safety of any person.

**ADVANCED
DRONE
OPERATION
REQUIREMENTS**

- Register your drone with Transport Canada before you fly it for the first time
- Mark your drone with its registration number
- Pass the Advanced Exam
- Pass a flight review with a flight reviewer
- Be able to show your Pilot Certificate – Advanced Operations and proof of registration when you fly your drone
- Seek permission from air traffic control (likely NAV CANADA) to fly in controlled airspace (request an RPAS Flight Authorization from NAV CANADA)
- Fly within the operational limits of your drone

Only drones that meet the safety requirements for the operation may be used.

WYCLIFFE SITE**DIRECTIONS TO HOSPITAL:**

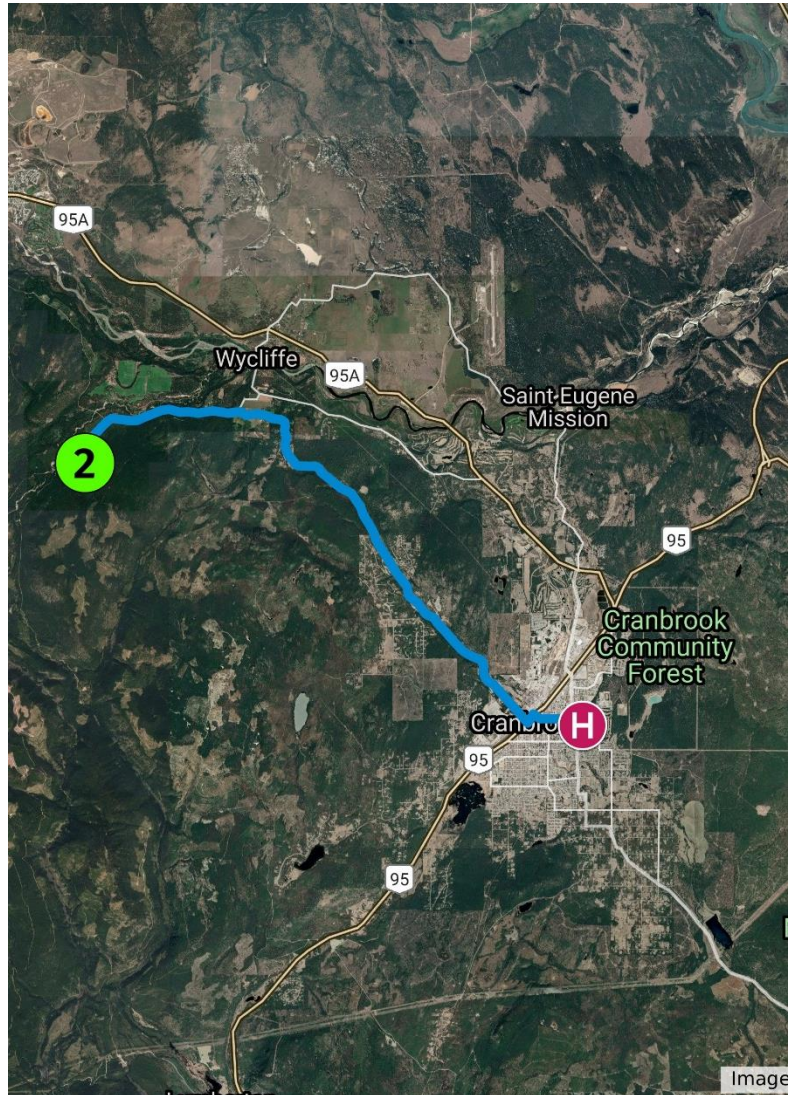
- Head northeast on Perry Creek Rd toward S St Marys Creek
- Turn right onto Wycliffe Rd
- Continue onto King St/Old Wycliffe Rd Continue to follow King St
- Turn left onto Crowsnest Hwy/Van Horne St N/BC-3 W/BC-95 S
- Turn right onto 2 St N
- Turn right onto 24 Ave N
- Turn right

TIME TO HOSPITAL: 30 minutes

DIRECTIONS TO SITE:

- Head north toward 24 Ave N
- Turn left toward 24 Ave N
- Turn left onto 24 Ave N
- Turn left onto 2 St N
- Turn left onto Crowsnest Hwy/Van Horne St N/BC-3 E/BC-95 N
- Turn right onto King St
- Continue onto Wycliffe Rd
- Turn left onto Perry Creek Rd
- Turn left onto Wycliffe South FSR

TIME TO SITE: 30 minutes



MCNAIR SITE

DIRECTIONS TO HOSPITAL:

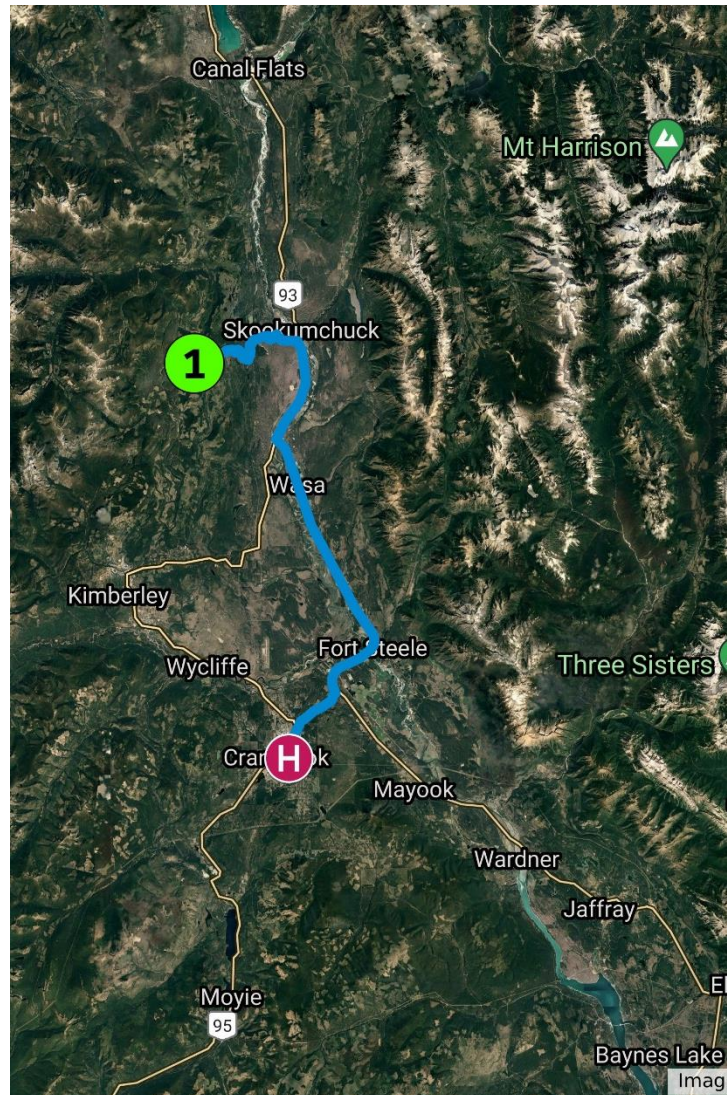
- Head southeast
- Slight left
- Continue onto Skookumchuck River Rd
- Turn right onto Torrent Rd
- Turn right onto Farstad Way
- Turn right onto BC-93 S/BC-95 S
- Turn left to stay on BC-93 S/BC-95 S
- Take the BC-3/BC-95 ramp to Cranbrook
- Slight right onto BC-3 W/BC-95 N
- Turn left onto Victoria Ave N
- Turn left onto 2 St N
- Turn right onto 24 Ave N
- Turn right

TIME TO HOSPITAL: 70 minutes

DIRECTIONS TO SITE:

Turn left toward 24 Ave N
Turn left onto 24 Ave N
Turn left onto 2 St N
Turn right onto Victoria Ave N
Turn right onto BC-3 E/BC-95 N
Slight right onto the ramp to Invermere Radium Hot Springs
Continue onto BC-93 N/BC-95 S
Turn right onto BC-93 N/BC-95 N
Turn left onto Farstad Way
Turn left onto Torrent Rd
Turn left onto Skookumchuck River
Continue straight

TIME TO SITE: 70 minutes



Emergency Number

911

in most locations

Hospital Name:
East Kootenay Regional Hospital

Hospital Phone:
(250) 426-5281

Police:
(250) 489-3471

Big Horn Helicopter:
(250) 489-2517

Wildfire:
1-800-663-5555

On Site Radio Channel:

McNair: RR-1

Perry Creek: RR-5

Name of Road and Radio Channel:

McNair -> RR-1

Perry Creek -> RR-5

First Aid Attendant

Brett Carter

(250) 464-5184

Project Manager

Alex Shaw

(250) 919-1140

Evacuation Instructions

1. **IMMEDIATELY SOUND THE ALARM** by activating one of the air horns located on the project or contact one of the company representatives via the two-way radio or cellular phone systems established and used on site.
2. **DIAL 911** and report your emergency.
3. Should horn be heard, **ALL PERSONS ON SITE** are to immediately make their way to the muster station and remain there until given further instructions by emergency personnel or management.
4. At this time, Roll Call will be taken to ensure all are accounted for.

COMMUNICATION

An emergency communication system will be in place and readily available for workers to summon assistance when necessary. The emergency communication system will include alarms/horns and electronic communications as well, which may include cell phones and two-way radios. A list of emergency contacts will be posted at the worksite and available to all workers. Workers will know and understand the procedures for contacting the necessary emergency facilities such as the nearest hospital, ambulance services, police, and BC Air Ambulance Service.

TRANSPORTATION OF INJURED WORKERS

Before workers are sent to a work site, Bad Ventures Ltd. will ensure that arrangements are in place to transport injured or ill workers from the work site to the nearest health care facility.

Bad Ventures will ensure that an ambulance service is readily available to the work site when travel conditions are normal.

If an ambulance service is not readily available to the work site or travel conditions are not normal, Bad Ventures Ltd. will ensure that other transportation is available that:

- a) Is suitable, considering the distance to be traveled and the type of acute illness or injuries that may occur at the work site.
- b) Protect the occupants from the weather.
- c) Has a system that allows the occupant to communicate with the health care facility to which the injured or ill worker is being taken.
- d) Can accommodate a stretcher and an accompanying person if required to.

Bad Ventures Ltd. will provide a means of communications at the work to summon and ambulance service or transportation when required for transporting injured workers to a medical facility.

If a worker is acutely ill or injured or needs to be accompanied during transport to a health care facility, Bad Ventures Ltd. will ensure that the worker is accompanied by at least one first aider, in addition to the operator of the transportation.

AFTER HOURS FIRST AID COORDINATION

No after-hours coordination for first aid services will be required. The project will operate only in daylight hours between 0600 and 1800 hours daily. No night work is anticipated.

In the event of a major traffic incident or public disruption that may require additional first aid coverage, that will be determined at the time.

SECTION 12

COVID-19 RESPONSE PLAN

1.0 Responsibilities of Managers and Supervisors

All managers and supervisors must be familiar with this Plan and be ready to answer questions from employees. Managers and supervisors must ensure they have shared these policies, procedures and have involved their employees on identify risks in their workplace and mechanisms of control. Manager and Supervisors must set a good example by following this Plan. This involves practicing good personal hygiene and jobsite safety practices to prevent the spread of the virus. Managers and supervisors must encourage this same behavior from all employees.

The BC Health Authority and WorkSafe BC have provided the following control and preventative guidance for employers:

- Post signage that limits the number of occupants in any elevator to four people at a time.
- Increase the number of handwashing stations and post signage that identifies their location.
- Maintain a list of employees that are currently working on sites and update this list daily.

2.0 Responsibilities of Employees

Bad Ventures is asking every one of our employees to help with our prevention efforts while at work. To minimize the spread of COVID-19 at our jobsites, everyone must play their part. As set forth below, Bad Ventures has instituted various housekeeping, social distancing, and other best practices at our jobsites. All employees must follow these. In addition, employees are expected to report to their managers or supervisors if they are experiencing signs or symptoms of COVID-19, as described below. If you have a specific question about this Plan or COVID-19, please ask your manager or supervisor. If they cannot answer the question, please contact: **Brindy Blackmore**

The BC Health Authority and WorkSafe BC have provided the following control and preventative guidance for all workers, regardless of exposure risk:

- Frequently wash your hands with soap and water for at least 20 seconds. When soap and running water are unavailable, use an alcohol-based hand rub with at least 60% alcohol.
- Avoid touching your eyes, nose, or mouth with unwashed hands.
- When coughing or sneezing, do so into the bend in your arm or a tissue, not your hands.
- Avoid close contact with people who are sick.
- Clean and disinfect frequently touched objects and surfaces often.
- If you are travelling outside Canada, or someone you are in close contact with, you must self-quarantine for 14 days upon return.
- Where possible, employees should maintain a distance of two metres apart from each other.
- With or without a history of travel, if you have respiratory symptoms that can be managed at home, self-isolate at home for at least 14 days after onset of symptoms. After 14 days, if your temperature is normal and you feel better, you can return to your routine activities.

In addition, employees must familiarize themselves with the symptoms of COVID-19, which include the following:

- Fever
- Chills
- Cough (or worsening of chronic cough)
- Shortness of breath
- Sore throat
- Runny nose
- Loss of smell or taste
- Nausea and vomiting
- Diarrhea
- Headache
- Muscle ache
- Fatigue
- Loss of appetite
- Less common symptoms can also include stuffy nose, conjunctivitis (pink eye), dizziness, confusion, abdominal pain, skin rashes or discoloration of fingers or toes.

If you develop a fever and symptoms of respiratory illness, such as cough or shortness of breath, **DO NOT GO TO WORK** notify your supervisor and healthcare provider right away. Likewise, if you come into close contact with someone showing these symptoms, notify your supervisor and healthcare provider right away.

3.0 Job Site Protective Measures

Bad Ventures has instituted the following protective measures at all jobsites.

A | General Safety Policies and Rules

- Any employee/contractor/visitor showing symptoms of COVID-19 will be asked to leave the jobsite and return home.
- There should be no more than 50 people in the same space in any circumstances.
- Safety meetings will be by telephone, if possible. If safety meetings are conducted in-person, attendance will be collected verbally, and the foreman/superintendent will sign-in each attendee. Attendance will not be tracked through passed-around sign-in sheets or mobile devices. Hold any in-person safety meetings in open spaces or outside with participants standing at least two (2) metres apart.
- Employees must avoid physical contact with others and shall direct others (coworkers/contractors/visitors) to increase personal space to at least two (2) metres, where possible. Where work trailers are used, only necessary employees should enter the trailers and all employees should maintain social distancing while inside the trailers.
- Employees will be encouraged to stagger breaks and lunches, if practicable, to reduce the size of any group at any one time to less than ten (10) people.
- Bad Ventures understands that due to the nature of our work, access to running water for hand washing may be impracticable. In these situations, Bad Ventures will provide, if available, alcohol-based hand sanitizers and/or disinfectant wipes.
- Employees should limit the use of co-worker's tools and equipment. To the extent tools must be shared, Bad Ventures will provide disinfectant wipes to clean tools before and after use. When cleaning tools and equipment, consult manufacturing recommendations for proper cleaning techniques and restrictions.
- Bad Ventures will divide crews/staff into two (2) groups where possible so that projects can continue working effectively if one of the divided teams is required to quarantine.
- As part of the division of crews/staff, Bad Ventures will divide employees into dedicated shifts, at which point employees will remain with their dedicated shifts for the remainder of the project. If there is a legitimate reason for an employee to change shifts, Bad Ventures will have sole discretion in making that alteration.
- Employees are encouraged to minimize ridesharing.
- If practicable, each employee should use/drive the same truck or piece of equipment every shift. Trucks and equipment must be disinfected before another workers uses it and at the end of every shift.
- In lieu of using a common source of drinking water, such as a cooler, employees should use individual water bottles.
- Everyone is expected to follow cough/sneeze etiquette, which is a combination of measures to minimize the transmission of diseases via droplet or airborne routes.

Cough/sneeze etiquette includes the following components:

- i. Regular hand washing.
- ii. Cover your mouth and nose with a sleeve or tissue when coughing or sneezing.
- iii. Use tissues to contain secretions and dispose of them promptly in a waste container.
- iv. Turn your head away from others when coughing or sneezing.

B | Workers entering Occupied Building and Homes

- Construction and maintenance activities within occupied homes, office buildings, and other establishments, present unique hazards with regards to COVID-19 exposures. Everyone working within such establishments should evaluate the specific hazards when determining best practices related to COVID-19.
- During this work, employees must sanitize the work areas upon arrival, throughout the workday, and immediately before departure. Bad Ventures will provide disinfectant wipes for this purpose.
- Employees should ask other occupants to keep a personal distance of two (2) metres at a minimum. Workers should wash or sanitize hands immediately before starting and after completing the work.

C | Job Site Visitors

- The number of visitors to the job site, including the trailer or office, will be limited to only those necessary for the work.
- All visitors will be screened in advance of arriving on the job site. If the visitor answers “yes” to any of the following questions, he/she should not be permitted to access the jobsite:
 - i. Have you been confirmed positive for COVID-19?
 - ii. Are you currently experiencing, or recently experienced, any acute respiratory illness symptoms such as fever, cough, or shortness of breath?
 - iii. Have you been in close contact with any persons who has been confirmed positive for COVID-19?
 - iv. Have you been in close contact with any persons who have traveled and are also exhibiting acute respiratory illness symptoms?
- Site deliveries will be permitted but should be properly coordinated in line with the employer’s minimal contact and cleaning protocols. Delivery personnel should remain in their vehicles if possible.

D | Personal Protective Equipment and Work Practice Controls

- In addition to regular PPE for workers engaged in various tasks (fall protection, hard hats, hearing protection), Bad Ventures will also provide:
 - i. Disposable gloves: Disposable (e.g. nitrile) gloves are recommended when workers may be in direct contact with an ill person, or a contaminated object or environment. Frequent and thorough hand hygiene, as well as not touching one’s face, are still required while using gloves.
 - ii. Face/eye protection: Face and/or eye protection may provide additional protection when workers may be in direct contact with an ill person.
 - iii. Face Masks:
 - N-95 masks are currently only recommended for use by medical professionals during the pandemic, unless they are required for other non-COVID-19 hazards. The use of these respirators requires a medical evaluation and respiratory fit test prior to their use.
 - Surgical style facemasks provide additional protection when an appropriate minimum distance of 2 m (6 ft) cannot be observed. Personnel using these masks as PPE should ensure the mask’s quality is sufficient to ensure adequate protection.
 - Non-medical (e.g. cloth) facial coverings may provide limited protection to those wearing them and can help to protect others by containing respiratory droplets while coughing

and sneezing. Frequent laundering is required to prevent cross contamination and microbial build up on reusable non-medical facial coverings.

4.0 Job Site Cleaning and Disinfecting

Bad Ventures has instituted regular housekeeping practices, which include cleaning and disinfecting frequently used tools and equipment, and other elements of the work environment, where possible. Employees should regularly do the same in their assigned work areas.

- Jobsite trailers and break/lunchroom areas will be cleaned at least once per day.
- Employees performing cleaning will be issued proper personal protective equipment (“PPE”), such as nitrile, latex, or vinyl gloves.
- Any trash collected from the jobsite must be changed frequently by someone wearing nitrile, latex, or vinyl gloves.
- Any portable jobsite toilets should be cleaned daily by onsite personnel and disinfected on the inside. Bad Ventures will ensure that hand sanitizer dispensers are always filled. Frequently touched items (i.e. door pulls and toilet seats) will be disinfected frequently.
- Vehicles and equipment/tools should be cleaned at least once per day and before change in operator or rider.
- Bad Ventures will clean those areas of the jobsite that a confirmed-positive individual may have contacted, and it will do so before employees can access that workspace again.
- Bad Ventures will ensure that any disinfection shall be conducted using one of the following:
 - i. Common EPA-registered household disinfectant.
 - ii. Alcohol solution with at least 60% alcohol; or
 - iii. Diluted household bleach solutions (if appropriate for the surface).
- Bad Ventures will maintain Safety Data Sheets of all disinfectants used on site.

5.0 Jobsite Exposure Situations

Bad Ventures has instituted regular housekeeping practices, which include cleaning and disinfecting frequently used tools and equipment, and other elements of the work environment, where possible.

A | Employee Exhibits COVID-19 Symptoms

Personnel should self-screen each workday before departing their household for the signs or symptoms of COVID-19. If they are present, employees should follow the current guidance from Public Health plus refrain from traveling to the worksite and notify their manager, supervisor, and healthcare provider.

Should personnel begin showing signs or symptoms of COVID-19 while at work, they should self-isolate, follow current Public Health guidance, and notify their manager, supervisor, and health care provider.

If an employee exhibits COVID-19 symptoms, the employee must complete the BC self-assessment tool <https://bc.thrive.health/> and follow the assessment recommendations. The assessment will help determine if further assessment or testing for COVID-19 is required.

B | Employee Tests Positive for COVID-19

An employee who tests positive for COVID-19 will be directed to self-quarantine away from work. Employee's are required to self-isolate for a minimum of 14 days since their symptoms started, AND

- Your fever is gone without the use of fever-reducing medications (e.g. Tylenol, Advil), AND
- You are feeling better (e.g. improvement in runny nose, sore throat, nausea, vomiting, diarrhea, fatigue).

Coughing may persist for several weeks, so coughing alone does not require you to continue to isolate. If you became ill after being in contact with a confirmed case or arriving from outside of Canada, self-isolate for 14 days after symptoms started. Employees who test positive and or have been hospitalized may return to work when directed to do so by their medical care providers. Bad Ventures will require an employee to provide documentation clearing his or her return to work.

C | Employee Has Close Contact with an Individual Who Has Tested Positive for COVID-19

Employees who have come into close contact with an individual who has tested positive for COVID-19 (co-worker or otherwise) will be directed to self-quarantine for 14 days from the last date of close contact with that individual. Close contact is defined as six (6) feet for a prolonged period.

D | Notifying Others of Possible Exposure

If Bad Ventures learns that an employee has tested positive, Bad Ventures will conduct an investigation to determine which co-workers may have had close contact with the confirmed positive employee in the prior 14 days, and direct those individuals who have had close contact with the confirmed-positive employee, to self-quarantine for 14 days from the last date of close contact with that employee. If applicable, Bad Ventures will also notify any sub-contractors, vendors/suppliers or visitors who may have had close contact with the confirmed-positive employee. If an employee learns that he or she has come into close contact with a confirmed-positive individual outside of the workplace, he/she must alert a manager or supervisor of the close contact and self-quarantine for 14 days from the last date of close contact with that individual.

6.0 Confidentiality/Privacy

Except for circumstances in which Bad Ventures is legally required to report workplace occurrences of communicable disease, the confidentiality of all medical conditions will be maintained in accordance with applicable law and to the extent practicable under the circumstances. When it is required, the number of persons who will be informed that an unnamed employee has tested positive will be kept to the minimum needed to comply with reporting requirements, and to limit the potential for transmission to others. Bad Ventures reserves the right to inform other employees that an unnamed co-worker has been diagnosed with COVID-19, if the other employees might have been exposed to the disease, so the affected employees may take measures to protect their own health. Bad Ventures also reserves the right to inform sub-contractors, vendors/suppliers or visitors, that an unnamed employee has been diagnosed with COVID-19 if they might have been exposed to the disease, so that those individuals, may take measures to protect their own health.

7.0 General Questions

Given the fast-developing nature of the COVID-19 outbreak, Bad Ventures may modify this Plan on a case by case basis. If you have any questions concerning this Plan, please contact:

Brindy Blackmore

Safety Manager

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250.402.9674