

**SILVICULTURE
PRE-WORK REPORT**

BCTS CHK-004

Completed by hand, in Word
as a protected form or by Hand
Held digital application for entry
into Cengea Forest -
Resources

Section A	Business Area: Kootenay	Field Team: Kootenay Lake	ORCS/ARCS File(s): 10005-40\PL22TFD001	Date of Pre-Work: 2021-04-20		
	Contract #: PL22TFD001	Geographic Location: Nelson, Kaslo, Creston	Project Name: Tree Planting	Pre-Work Type: Initial		
	Contractor: Brinkman & West Arm Silviculture		On-site Supervisor: Vinny Albrechtson & Rob Lothrop, Pete Basabara			
Section B	Pre-Work Scope & Detail					
	Project Risk Ranking EMS: ☐ High ☒ Medium ☐ Low Safety: ☐ High ☒ Medium ☐ Low BCTS EMS Inspection Frequency: <u>Pework, initial within 30 days</u> BCTS Safety Inspection Frequency: <u>Pework, initial within 30 days, then 1 per 3 months</u> Contractor EMS Inspection Frequency: <u>1 per 2 months</u> Tests and Drills Requirement: ☒ Test ☒ Drill Type: ☒ Fire ☐ Spill ☒ Slide By when: May 15 th & June 15 th		Contract Type ☒ Tree Planting ☐ Mechanical Site Preparation ☐ Stand Tending ☐ Herbicide Treatment ☐ Manual Brushing ☐ Prescribed Burning ☐ Silviculture Project Implementation Contract ☐ Other (specify): _____ Blocks / Areas Applicable to Pre-work ALL		Pre-work Method ☐ Field ☐ Office ☒ Telephone Applicable Legislation ☒ FRPA ☐ FPC ☐ Other (Specify): _____	
	Requirement ID # & Status Yes: Inspector's opinion requirement is being met. Comments optional – Section E No: Inspector's opinion of non-conformance requiring Corrective Actions – Section D or, Incident requiring Incident Root Cause Investigation Issue(s) – Section D . ND: Not discussed. NA: Not applicable. Note: Refer to Guidance Document for requirement detail.					
Section C	ID #	01: Contract Safety Requirements	Status Y N ND NA	ID #	04: Legislative - Area and General Requirements	Status Y N ND NA
	0101	SAFE Company status ensured?	☒ ☐ ☐ ☐	0401	Damage to the environment discussed	☒ ☐ ☐ ☐
	0103	First Aid Assessment discussed?	☒ ☐ ☐ ☐	0404	Landslide or Gully Process with Adverse Effects discussed	☐ ☐ ☒ ☐
	0104	Evidence of adequate supervision?	☒ ☐ ☐ ☐	0405	Fan Destabilization resulting from activities discussed	☐ ☐ ☒ ☐
	0109	Adequate Safety ERP?	☒ ☐ ☐ ☐	0412	General Wildlife Measures discussed	☐ ☐ ☒ ☐
	0111	Communication – signage, man check, etc. discussed?	☒ ☐ ☐ ☐	0413	Resource Features discussed	☐ ☐ ☒ ☐
	0112	Discuss Road safety protocols	☒ ☐ ☐ ☐	0414	Wildlife Habitat Features discussed	☐ ☐ ☒ ☐
	0113	SWP and PPE requirements discussed?	☒ ☐ ☐ ☐	0415	Burn plan in place	☐ ☐ ☐ ☒
	0114	Known Hazards Identified?	☒ ☐ ☐ ☐	0416	Smoke Venting index discussed	☐ ☐ ☐ ☒
	0115	Hazard Reporting discussed?	☒ ☐ ☐ ☐	0417	FSP Results, Strategies & Measures discussed	☒ ☐ ☐ ☐
	0116	No MEWP created?	☒ ☐ ☐ ☐	0418	FPC Requirements discussed	☐ ☐ ☒ ☐
	0117	Continual Improvement discussed?	☒ ☐ ☐ ☐	0420	Other Legislative Requirements (Federal & BC) discussed	☒ ☐ ☐ ☐
	0118	NOP confirmation received and recorded	☒ ☐ ☐ ☐	0421	First Nations Requirements discussed	☐ ☐ ☒ ☐
	0120	Manual Falling Addressed	☐ ☐ ☐ ☒	ID #	05: Legislative – Stream and Riparian Requirements	Status Y N ND NA
	ID #	02: Multiple Employer Workplace (applied to Prime Contractor)	Status Y N ND NA	0502	RMA Retention on Temperature Sensitive Streams discussed	☐ ☐ ☒ ☐
	0202	PC Agreement Signed?	☒ ☐ ☐ ☐	0503	Stream Crossings installed to protect channels and mitigate disturbance discussed	☒ ☐ ☐ ☐
	0203	PC obligations understood?	☒ ☐ ☐ ☐	0504	Fish Passage maintained and Fish Habitat discussed	☐ ☐ ☒ ☐
	0204	Is PC qualified?	☒ ☐ ☐ ☐	0506	Drinking Water Quality & Licensed Water works discussed	☒ ☐ ☐ ☐
	0211	Designated safety coordinator?	☒ ☐ ☐ ☐	0507	Restrictions (herbicide, MSP, brushing/spacing) in RRZ discussed	☒ ☐ ☐ ☐
	0212	PC's safety program adequate?	☒ ☐ ☐ ☐	0508	Use of livestock is appropriate (i.e.: no corral, or CWS)	☐ ☐ ☐ ☒
0213	WSBC coverage confirmed?	☒ ☐ ☐ ☐	0509	Use of fertilizers in appropriate areas	☒ ☐ ☐ ☐	
0214	PC reviewed safety programs?	☐ ☐ ☒ ☐	ID #	07: Legislative – Integrated Pest Management	Status Y N ND NA	
0215	Known hazards identified?	☒ ☐ ☐ ☐	0701	General prohibitions and restrictions as per IPMP discussed	☐ ☐ ☐ ☒	
			0702	License/certificate for use of pesticides discussed	☐ ☐ ☐ ☒	
			0703	Use of pesticides in accordance with a pesticide use notice discussed	☐ ☐ ☐ ☒	

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ID #	08: Environmental Emergency Response Requirements	Status Y N ND NA	ID #	10: General Contractual Conditions	Status Y N ND NA
0801	Environmental Emergency Response Plan discussed	☒ ☐ ☐ ☐	1001	Work Progress Plan discussed	☒ ☐ ☐ ☐
0802	Awareness of roles, responsibilities, and procedures discussed	☒ ☐ ☐ ☐	1002	Fire Protection requirements discussed	☒ ☐ ☐ ☐
0803	Incident Reporting discussed	☒ ☐ ☐ ☐	1003	Site Clean-Up requirements discussed	☒ ☐ ☐ ☐
0804	Test and Drills discussed	☒ ☐ ☐ ☐	1004	Camping and Parking requirements discussed	☒ ☐ ☐ ☐
0805	Emergency response equipment discussed	☒ ☐ ☐ ☐	1005	Employment Standards Act Requirements	☒ ☐ ☐ ☐
0806	24 hour contact # provided to local Fire Centre	☐ ☐ ☐ ☒	1006	Industrial Camp Standards Requirements	☒ ☐ ☐ ☐
0807	Appropriate Fire Danger Class discussed	☒ ☐ ☐ ☐	ID #	11: Specific Contractual Conditions (Schedules & Appendices)	Status Y N ND NA
0808	Fire Hazard Assessments and Abatement discussed	☐ ☐ ☐ ☒	1101	Schedule Conditions discussed	☒ ☐ ☐ ☐
ID #	09: EMS – Documents, Records & General Requirements	Status Y N ND NA	1102	Appendix Requirements discussed	☐ ☐ ☒ ☐
0901	Pre-work meetings discussed	☒ ☐ ☐ ☐	1103	Stakeholder Notification discussed	☐ ☐ ☒ ☐
0902	Self Inspections discussed	☒ ☐ ☐ ☐	ID #	80: Sustainable Forest Management Certification	Status Y N ND NA
0903	Project Plan documents to be on-site discussed	☒ ☐ ☐ ☐	8001	SFM Certification Requirements discussed	☒ ☐ ☐ ☐
0904	Training current – records completed, updated and available	☒ ☐ ☐ ☐	ID #	90: Business Area Specific Requirements	Status Y N ND NA
0905	Industrial Waste discussed	☒ ☐ ☐ ☐	9001	Project Binder, discuss contents including forms, Supervisors field book, Species of Management Concerns, Invasive Plants and other handouts	☒ ☐ ☐ ☐
0906	BCTS Fuel Handling (EFP 06) requirements discussed	☒ ☐ ☐ ☐	9002	SFI Awareness Document. (see page 2 Supervisor Field Handbook) discuss principles of SFI program i.e protection of water resources.	☒ ☐ ☐ ☐
0907	Other Environmental Field Procedures discussed	☒ ☐ ☐ ☐	9003	Water Management BMP. Review applicable water management, sediment contract best practices documents i.e. wet weather operating guide, deactivation guide, EFPs 2,4 and 5, Harvest Plan and Site Plan, Skid trail BMP.	☒ ☐ ☐ ☐
			9004	FSP Invasive Plant (IP) measures discussed. Refer to applicable IP EFP.	☒ ☐ ☐ ☐
			9005	FSP SAR, UWR and WHA information discussed.	☒ ☐ ☐ ☐
			9006	FSP Fall and yard away, all streams, wetlands and lakes, Clean introduced debris concurrent with harvesting. 5 m machine-free zones on all non-fish bearing streams discussed.	☐ ☐ ☒ ☐
			9007	FSP 48 hr notification to water licence holders prior to any construction or deactivation discussed.	☐ ☐ ☒ ☐
			9008	FSP Road maintenance requirements discussed	☐ ☐ ☒ ☐
			9009	FSP Grass seeding requirements and seed mixes discussed (to minimize soil disturbance and spread of invasive plants)	☐ ☐ ☒ ☐
Section D	ID #	CORRECTIVE ACTION – 1			
		Requirement:	Responsibility:		
	Description:		Target Date: Click here to enter a date.	Completion Date: Click here to enter a date.	
	Corrective Action:		Follow-up:		

	ID #	CORRECTIVE ACTION – 2 (add extra sheets for more actions)		
		Requirement:	Responsibility:	
	Description:		Target Date: Click here to enter a date.	Completion Date: Click here to enter a date.
	Corrective Action:		Follow-up:	
	ISSUE(S)	Complete Incident Report Form for each incident type. Enter in Issue Tracking System (ITS) linked to the Pre-work. ITS required for significant or repeat non-conformance, potential non-compliance, or Incident (as defined in EOP-04).	Issue #: _____ Issue Type: _____ Issue #: _____ Issue Type: _____	
Section E	GENERAL PRE-WORK COMMENTS (Reference Requirement ID # where appropriate, add extra sheets for more comments)			
	0103 - discussed requirements for first aid supplies and first aid attendant to meet WSBC requirements - see first aid requirements table			
	0104 – reviewed EFP 1 and 2 RE project supervision			
	0109- an ERP must be completed for each worksite (block) - WASI has a specific company form used for this purpose, as well as other site pre-work details			
	0111- Person check, hazard awareness and 'active worksite' sign are required. BCTS provided some BCTS active worksite signs to the contractor.			
	0112- discussed Access Assessment Checklist 23-1			
	0113- WASI Safe Work Procedures must be followed by employees			
	0115- Any WSBC reportable incident must also be reported to BCTS, as well as close calls, incidents or hazards which you believe BCTS is responsible for.			
	0116 – WASI is Prime to Dark Star			
	0117 - BCTS expects continual improvement in safety - bring any safety concerns to BCTS			
	0118- A WSBC NOP is required prior to start up.			
	0203 – West Arm is prime to Dark Star when Dark Star is on the same block and the same time as West Arm.			
	0215 – Duncan FSR, Duncan West FSR and Glacier Cr FSR will have specific safety plans developed and communicated to West Arm and Dark Star.			
	0401- damage to the environment must be prevented. If damage to the environment occurs or is reasonably expected to occur, stop work and notify BCTS. Rutting of road surfaces must also be reported to BCTS for follow up road maintenance/inspection.			
	0417- discussed BCTS Invasive Plant and Species of management concern reporting requirement. Digital copies of latest field books are available.			
	0420- WSBC, Employment Standards Act, WHMIS, Species at Risk			
	0503- ensure any and all stream crossings are removed – ATV			
	0509- not applicable to 'tea bag' fertilizer. However, best practice is to not install fert bags within contract spacing of a stream			
0801- Environmental ERP must be completed for each site.				
0802-Workers must be aware of it and associated emergency and EMS procedures.				
0804- A fire drill and slide test are scheduled, see header for requirements.				

0901- Project supervisor must conduct AND document a pre-work meeting with all employee's working on the project.

0902- Project supervisor must complete 1 self inspection during active operations.

0903- Project documents are required to be onsite; such as treatment maps and planting specifications, as well as plant wizard.

0904-WASI and Brinkman training record must be maintained will record of each employees pre-work and training, copy to BCTS prior to commencement.

0905/1003 – all industrial waste (boxes, liners, bundle wrappers, fert wrappers etc) must be removed from the site and disposed of at an approved landfill/transfer station.

0906- All fuel handling must follow EFP 6 procedures.

1001- Work progress plan will follow the established shipment / planting schedule

1002- Smokingonly permitted on roads or landings.

1005- Reviewed Silviculture Workers Factsheet and BCTS Silviculture contract employment standards advisory bulletin.

1006- Reviewed advisory bulletin on Industrial Camp Standards.

1101- Review Schedules A and C, standard practice document

1102- Reviewed shipment schedule, roles responsibilities matrix with implementation contractor (Dark Star)

BCTS provided 3 thermometers to Rob in 2018

Brinkman & West Arm will track reefer stock movement digitally through spreadsheet.

Use PlantWizard notes to communicate important site details.

COVID 19 preparedness – Brinkman & West Arm Silviculture has implemented a Covid 19 Preparedness Plan in accordance with the PHO, CDC and Ministry of Health guidelines.

Pre-Work delivered by: Caitlin Kite TFT & Jordan Cater RPF

Received by: John Beaton

Signature X: *Caitlin Kite*

Signature X: *John Beaton*

I accept receipt of this pre-work and am in agreement with the stated actions.

Attachment:

Additional Pages ☐ Photos ☐ Maps ☐
Correspondence ☐ Incident Report ☐ Other ☐

Date of Delivery to Contractor:

2021-04-20

Planned Inspection Date:

2020-04-26

Delivery Method:

On-site ☐ Email ☒
Fax ☐ Mail ☐ Hand Delivered ☐

ADDITIONAL PERSONNEL RECEIVING PRE-WORK				
Name (print)	Signature	Employer	Pre-Work delivered by	Date of Pre-Work delivery
Rob Lothrop		West Arm Silviculture	Caitlin Kite	April 20 2021
Vinny Albrechtson	<i>Vinny Albrechtson</i>	Brinkman	Caitlin Kite	April 20 2021
Justin Frank		Darkstar Forestry	Caitlin Kite	April 20 2021
Gavin Kratz	<i>Gavin Kratz</i>	Darkstar Forestry	Caitlin Kite	April 20 2021
Jim Annunziello		Fire Rock Consultants	Caitlin Kite	April 20 2021

Section F