



**Log Hauling & Lowbedding  
Safe Driving Practices  
And Operating Procedures  
For Canfor Roads**

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## **SAFETY POLICY STATEMENT**

**Canadian Forest Products Ltd., Fort Nelson Woodlands** is committed to promoting attitudes and work conditions that ensure a safe, healthy and productive work environment throughout all areas of operations. The management team, staff and all contractors are responsible for carrying out the programs and day to day activities to meet this objective.

It is Canfor's expectation that every employee and contractor will work cooperatively in preventing accidents and correcting attitudes or conditions that may lead to an unsafe and unproductive work environment.

### **Introduction**

The purpose of these safety procedures is to enhance the *Worker's Compensation Board (WCB), Industrial Health and Safety Regulations*. These safety procedures are supplementary to the WCB Regulations and do not replace or override those regulations. This document will be updated annually by CANFOR.

The following safety policies and procedures have been endorsed by CANFOR's Fort Nelson Operations that all contractors and road users will ensure the drivers of their trucks and their sub-contracted trucks delivering logs (or other products) to CANFOR mills understand and follow these safety policies and procedures. CANFOR is committed to safe log transportation.

Contractors will be required to review and sign off this document with their log truck drivers and any sub-contract trucks annually, or upon the hiring of any new drivers or trucks. **The contractor must submit a copy of the signed document, prior to the commencement of hauling.**

**Trucks showing up to a CANFOR scale site without a completed sign off of the Safe Driving Practices and Operating Procedures, will not be unloaded.**

## **SUBSTANCE ABUSE POLICY & PROCEDURES**

### **Policy**

**This policy is applicable to all employees, contractors, contractor employees and any other individuals providing services to Canfor.**

**The possession, use, sale or distribution of alcoholic beverages, illegal drugs or restricted drugs without a prescription on Canfor Fort Nelson Operations' premises at any time is prohibited.**

**No one shall engage in any work for Canfor Fort Nelson Operations in an impaired or intoxicated condition or under the influence of alcohol or drugs.**

**No driver shall enter or be permitted to remain on the premises of any Canfor place of operation or property while his/her ability to work is affected by alcohol, drugs or**

**other substances. Such an infraction will be subject to Canfor's or the Contractor's substance abuse policies and the RCMP will be contacted for their involvement in the matter.**

### **Enforcement**

Any person who violates this policy will be subject to disciplinary action, up to and including discharge.

If Canfor or its contractors have reasonable grounds to believe that an employee's behaviour or work performance may be adversely affected or that a safety risk is raised as a result of use of drugs or alcohol on or off duty, the employee will be directed to leave the Company property immediately with safe transportation provided and may be subject to testing for the presence of drugs and / or alcohol.

### **DRIVER QUALIFICATIONS**

A detailed list of required qualifications and proof of status is contained on the trucking registration form included in this book. These documents must be provided to Canfor prior to the commencement of work. All Contractors are responsible for ensuring that drivers show knowledge and understanding of Canfor's Safe Driving Practices and Operating Procedures for Canfor Roads.

Logging truck drivers must possess a valid driver's license as required by the Motor Vehicle Branch in BC.

Drivers must possess an understanding of the WCB Occupational Health and Safety Regulations applicable to their work and must also possess an understanding of the Motor Vehicle Act & Regulations, Commercial Transport Act & Regulations and the Motor Carrier Act. Drivers must also comply with Canfor's Forest Management System (FMS) (see information found in this book on page). Trucks and trailers must be equipped and maintained to meet these Regulations.

Canfor recommends all truck drivers obtain a valid First Aid Ticket, Level 1 with the Transportation Endorsement.

It is imperative that all drivers have a clear understanding of the English language to ensure safety to all. English is the language used on Canfor roads and property.

All commercial drivers on Canfor roads should be familiar with the information published by ICBC, Commercial Vehicle Service, Booklets #1 to 6:

- 1) *Information for Commercial Carriers*
- 2) *Cargo Security*
- 3) *Commercial Vehicle Inspection Program*
- 4) *Commercial Vehicle Maintenance Program*
- 5) *National Cargo Security*
- 6) *National Security Code*

These guides are available at the government weigh scales and are also available by accessing internet website: [www.th.gov.bc.ca](http://www.th.gov.bc.ca)

All drivers are required to obtain from the ICBC weigh scales an oversize term permit to allow for empty over-width trailers up to 3.2 m wide to travel on provincial highways and a highway crossing permit for loaded over-width trailers to cross provincial highways.

Drivers should be knowledgeable of the Town of Fort Nelson Traffic Control Bylaws and parking requirements.

## **HOURS OF SERVICE**

You may be aware that Transport Canada, after considering medical evidence relating fatigue to road safety, has amended the regulation governing the commercial vehicle hours of service for commercial truck drivers, **effective Jan 1st/07**. This revised regulation can be found at :

<http://canadagazette.gc.ca/partII/2005/20051116/html/sor313-e.html>

This amended regulation includes a 70 hour weekly cap and re-setting provisions geared towards inter-provincial type of long hauling. At the same time the Province indicated that the BC Log Hauling Exemption (allowing 15 hours/day as long as the one-way trip did not exceed 160 Km) would be cancelled.

COFI and the Central Interior Logging Association collaborated on a counter-proposal that was accepted by the Province. As a result, it is expected that there will be a BC Log Hauling Variance **effective Jan 1st/07** that will include the following:

- To use the variance, drivers must keep a log book for hours worked.
- Daily cap of 13 hours on driving time.
- Daily working hours cap of 15 hours per day (non driving time includes fueling, or any working time outside of the cab).
- Minimum of 9 hours per day of continuous non-working time.
- Weekly driving time cap of 65 hours.
- Weekly working time cap of 80 hours (not 75 hours, the extra time allows owner-operators to do maintenance, chase parts, etc on week-ends).
- there is a new onus on schedulers (fleet operators) to not create work schedules that put drivers out of compliance with the caps on hours.

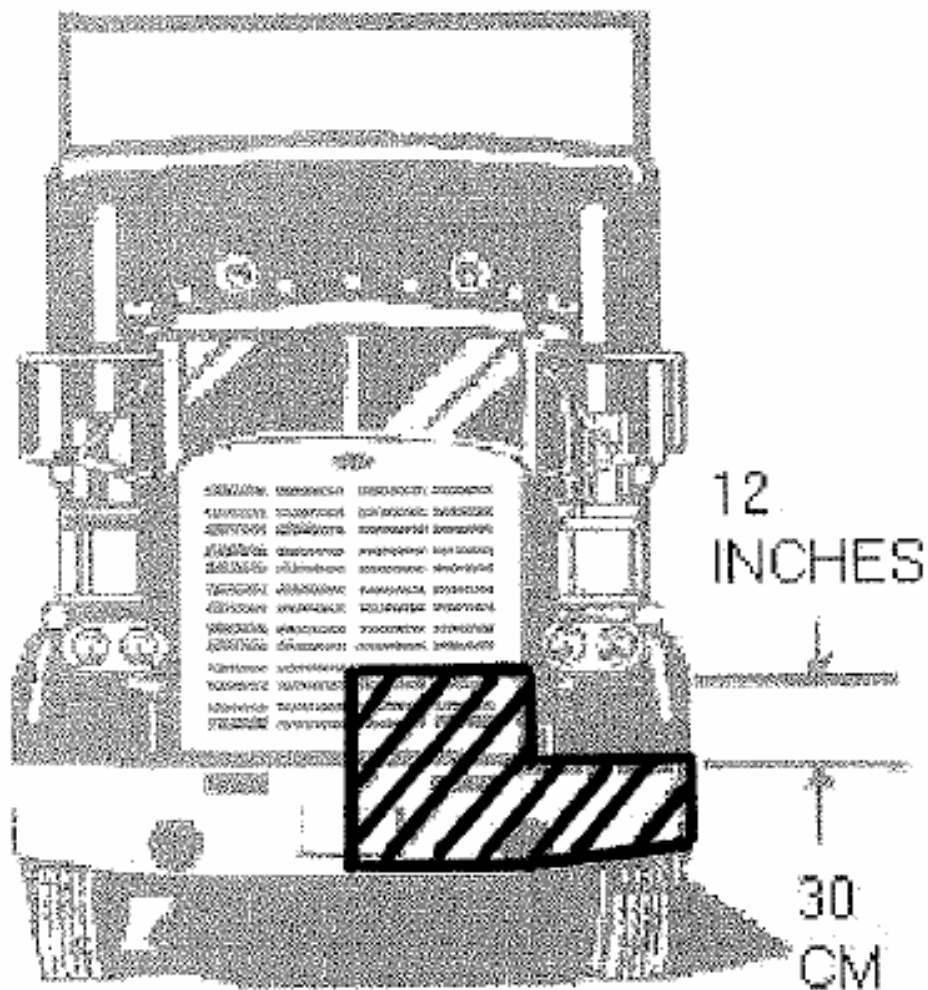
**In all cases, if drivers do not keep a log book, they will by default be operating under the Federal regulation which is quite different from the BC log hauling variance described above. Canfor will be auditing truck drivers to confirm log books are being maintained.**

## **LOGGING TRUCK SIGNAGE REQUIREMENTS**

Mandatory Logging Truck Signage is now in place for all trucks delivering to the Canfor Mills in Fort Nelson. See drawing below for placement of signage.

All trucks are required to have a numbered plate provided by Canfor at a cost of \$20 per plate. This fee will be charged to the logging contractor and will be refunded upon return of the plate to Canfor in a usable condition.

Logging Trucks will not be weighed at the Canfor scales unless this plate is in place.



**THE ENTIRE SIGN MUST BE  
KEPT INSIDE THE SHADED AREA**

## **WORKSAFE BC REQUIREMENTS - LOGGING TRUCK BULLBOARDS**

All logging trucks that deliver wood to the Tackama and Polarboard Log Yards are required to be in compliance with the following Worksafe BC standards regarding logging truck bullboards:

### **26.65 Bullboards**

- (1) for the protection of the driver, each logging truck must have, at the back of the cab, a substantial barrier that
  - (a) is at least 15 cm (6 in) higher than the cab, and
  - (b) is at least as wide as the cab.
- (2) the barrier at the back of the cab of a self-loading logging truck may be less than the height specified in subsection (1) but must not be less than the cab height.  
[Amended by B.C. Reg. 253/2001, effective January 28, 2002.]  
[Amended by B.C. Reg 73/2005, effective February 25, 2005.]
- (3) for the purposes of subsection (1), the barrier must be capable of withstanding a horizontal forward static load equal to 40% of the weight of the cargo being transported that may shift and contact the barrier, with this load uniformly distributed over the entire barrier.
- (4) the barrier of the logging truck must be
  - (a) designed, constructed and maintained so that it has no aperture large enough to permit any item of cargo to pass through it, and
  - (b) installed in a manner acceptable to the Board to ensure that the rated capacity of the barrier is not diminished.

### **(5) The barrier must be**

#### **(a) permanently marked with**

- (i) the name and address of its manufacturer,**
- (ii) the model number or serial number of the barrier, and**
- (iii) its rated capacity in terms of the cargo weight that may be transported in compliance with this section, or**

#### **(b) Identified by carrying in the logging truck a copy of a letter that**

- (i) accurately describes the barrier,**
- (ii) certifies the model number or serial number of the barrier and its rated capacity in terms of the cargo weight it can carry, and**
- (iii) has been signed by the manufacturer or a professional engineer.**

[Amended by B.C. Reg. 18/2006, effective May 17, 2006.]

## **BC FOREST SAFETY COUNCIL RULES OF THE ROAD**

All Drivers are to use the following rules of the road that have been developed by the BC Forest Safety Council for the province of BC as a guide to improve road safety.



**BC Forest Safety Council**  
*Unsafe is Unacceptable*

### **Top 10 Rules of the Road**

1. Use your radio as an aid to prevent accidents, but do not depend on it to save lives — nearly all forest roads are radio-assisted not radio-controlled, so not all road users have a radio.
2. All loaded vehicles call (two km. intervals) and empties listen, unless you are positive the vehicle in front of you is calling for you. Loaded vehicles should announce any stoppages and the duration, as well as subsequent starts.
3. Call empty when entering a new road, when there is a posted call sign or when you are unsure of the exact location of oncoming traffic. Wide loaded low-beds call odd, empty kilometres and identify "wide load".
4. All traffic must drive on the right side of the road.
5. Switch channels only when you can see the road frequency change sign.
6. Observe proper radio use protocols — absolutely no visiting/chatter or foul language tolerated on the road channel.
7. Empty vehicles use designated pullouts to clear loads and allow time to sit if necessary.
8. Use headlights at all times, but point them away from oncoming traffic in the dark when in a pullout.
9. Always drive according to conditions, particularly hazardous ones such as dust, snow, soft subgrade or areas of high non-radio assisted traffic.
10. Expect and prepare for the unexpected — road conditions can change without warning.

## **SAFE DRIVING PRACTICES AND PROCEDURES**

As the driver of the vehicle, you **MUST DRIVE SAFELY** and assume responsibility for the safe operation of your vehicle and load while driving on roads under permit to Canadian Forest Products Ltd. and while driving on provincial and municipal roads. Every one's co-operation and good judgment is required to reduce the number of incidents and accidents on our roads.

The following Safe Work Procedures must be adhered to:

1. Drivers of all industrial vehicles must complete and record daily pre-trip inspections.
2. Seat belts **MUST** be worn at all times.
3. No unauthorized person should be in the drivers compartment except:
  - In the case of an emergency, or
  - One authorized passenger such as a trainee or supervisor.
4. All lights, **MUST** be turned on when the vehicle is in motion, day or night. **Turn off headlights at night when parked to clear loaded traffic.**
5. Drivers **MUST** obey all road signs. Typically Canfor's road signs are yellow background and black lettering, but some temporary signs (not in yellow) may be installed in the case of a newly identified hazard.
6. The maximum speed for log haul trucks and other industrial vehicles on Canfor roads is **80 km/hr (empty), 60 km/hr (loaded)** on mainline roads or as otherwise posted. Slower speeds are required on branch and spur roads based on the road design. (30 km/hr empty and 25 km/hr loaded for log hauling, lowbed and other industrial trucks.
7. Drivers exceeding the posted speed, or not driving to road conditions, sometimes cause loads to become unstable. On early winter roads, when the frost heaves are common across the muskeg, drivers are recommended to slow down. Loaded aspen logs 2.7 and 5.3 m in length can work out from the bunks due to the constant twisting of the trailer across the frost heaves. Excessive speed is a factor in this problem.
8. Drivers must **SLOW DOWN** on narrow road sections or when approaching blind corners, hills and intersections. Always slow down when approaching a bridge. Always find a pullout well in advance of clearing loaded vehicles. Trucks must stop at all public roadways.
9. Drivers must recognize and slow down for changing road conditions due to changing weather. If the driver judges it unsafe to continue, then park the truck and trailer in a safe location.

10. Truckers must stop, step out of the vehicle and check loads at Canfor's identified mandatory wrapper check stations or more often as conditions require. Hardhat and high vis vest are to be worn by the driver.
11. **All loaded vehicles** (pickups, logging trucks, lowbeds and industrial vehicles) **have the right of way except for emergency vehicles or maintenance equipment.**
12. All "EMPTY" vehicles (pickups, logging trucks, lowbeds and industrial vehicles) **MUST YIELD THE RIGHT OF WAY TO LOADED VEHICLES.**
13. Tire chains are permitted on hills to aid empty and loaded trucks as required. Tire chains are not permitted on flat road sections.

### **Passing, Following, And Right Of Way**

**NEVER** pass a loaded logging truck or industrial vehicle without notifying them on the radio and receiving the "OK" from driver.

Loaded vehicles are responsible for slowing down, providing room and advising "OK" signal to vehicle requesting to pass.

Keep a safe distance when traveling behind another vehicle. Be particularly careful when snow or dust is obstructing your view.

### **Bridges**

Ice bridge crossings are regulated at a speed of **15 km/hr maximum** or otherwise posted – convoys with loads should cross at minimum 100m intervals. Ice bridges bend under the weight of each load, that creates a wave under the ice. If you are travelling too fast, the wave will not have time to disperse when you approach the opposite shore or hidden sand bars and may "blow up" the ice in front of you. Ice bridges are particularly vulnerable for the first three weeks following construction. Reduce your speed to 5 km/hr during these periods. **Obey the posted speed sign at all bridges, everyone's job depends upon these bridges!** For all other bridges maximum speed 30km/hr.

### **Stopping**

Vehicles **MUST NOT** be parked on the road unless the stop is made at a safe passing point. In the event of an emergency, take the necessary steps to warn all traffic (flares, flag persons, radio warnings and signs).

### **Damage to Roads or Bridges**

The cost of repairs from damage to any road or bridge will be charged back to the owner of the truck, the Contractor or the Road Use Agreement Holder.

## **On-Block Procedures**

Use only the posted radio frequency for the block.

**Drivers must remain either in the cab of the vehicle or stand 13m in front of the truck in clear view of the loader operator at all times while the truck is being loaded.** Notify the loader operator before leaving the truck and upon returning into the truck.

After loading is completed, a loaded log haul truck may be moved a short distance (up to 500 m) without wrappers or binders, provided that no workers are endangered, and there is a minimal chance the load will shift (i.e.: Do not travel up or down steep grades or on rough roads).

## **Cell Phone Use**

Cellular telephones have been common and invaluable in forestry operations. Insurance Corporation of British Columbia (ICBC) studies have found that listening and responding to relatively complex messages while continuing to drive, significantly degrades driving performance, especially during complex driving maneuvers.

On Canfor radio controlled roads, drivers' attention should be focused on following the traffic using both the radio and visual signs to ensure safe use of the road. Canfor strongly suggests all drivers to reduce the risk of accidents, incidents and near misses by pulling into the first available turnout to complete calling activities using cellular phones. Continue to monitor traffic on the road.

## **Procedures for Blocking /Re-routing Traffic**

It is imperative that signs and traffic controls are in place during the cleaning of all spilled loads or any abnormal activity that may block Canfor roads. All signs and traffic controllers must be in clear view and away from any blind hills and corners that may be hazardous.

## **RADIO USAGE**

**Breakdown in radio communications is a leading cause of accidents, so please use your radio appropriately. Mistakes are made, so be alert, always drive defensively.**

Radio frequency usage is coordinated by Canadian Forest Products Ltd. Always remember that roads are open to the general public and periodically, vehicles without radio's get onto our road system. Drive by the road, not by the radio alone.

If your radio fails to transmit, stop and arrange to follow another driver, with him calling for your vehicle.

A copy of the radio channels and road frequency map should be carried and be readily available. An updated list of radio frequencies used for Canfor operations is distributed at the beginning of each logging season.

**Canadian Forest Products Ltd.**  
(Revised October 2006)

Use only approved frequencies assigned to an area or road. At the entrance to each road, a sign will indicate the correct radio frequency for that road. If there is a discrepancy between maps or documentation, **always follow the information posted on the sign at the road entrance.**

All vehicles operated by the Contractors and their employees and subcontractors are required to have a functioning radio capable of monitoring and transmitting on all of the radio frequencies required by Canfor. Contractors must instruct employees and subcontractors in the proper use of these radios.

### **Calling Kilometers**

- Observe posted radio frequency at the beginning of each road and kilometer signs posted along the roads.
- Lock onto posted frequency, no scanning.
- Always turn **OFF** your AM/FM radio and stereo.
- Call to announce specific intentions such as leaving a road, turning onto a different road, switching frequencies, etc.
- All vehicles should be calling **Loaded** or **Empty** first, then vehicle type if not a logging haul truck (i.e.: wide load, lowbed, fuel truck, pickup, service truck) kilometer and road name.
- Escort vehicles must speak in a clear and concise manner.

### **LOADED – all vehicles headed towards the mill**

- **LOADED** must call every posted kilometer sign,

### **EMPTY – all vehicles headed away from the mill**

- **EMPTY** vehicles should not call kilometer signs except where identified by a call empty sign accompanying the kilometer sign.
- **EMPTY** vehicles must call when entering or leaving a road, at a bridge, a blind corner, major hill or dip, winding road section or when uncertain about the oncoming traffic.
- All "**EMPTY**" vehicles must yield the right of way to loaded vehicles.

If you are unsure of the location of oncoming traffic, find a wide spot, pull over, proceed only when you are satisfied that you know what traffic is in your vicinity.

Please follow proper procedures – be polite, be specific and timely in your communication.

**Radio use is restricted to calling kilometer location and important messages. If you must have a conversation, pull off the road in a safe spot and use a channel that will not interfere with the road use. “Idle chatter” is unnecessary and dangerous to yourself and other road users.**

Use of profane/obscene language is **unacceptable**. The violator may be subject to action being taken by Transport Canada.

## Radio Frequencies

All logging trucks must have the frequencies listed below programmed in their radios. The road name and the approved road radio frequency will be posted at the beginning of every road. Contractors may use their own licensed frequencies for in-block loading and harvesting operations.

When loading on a mainline road occurs, Canfor supervisors will approve the radio frequency and procedures.

Frequency Name	Frequency
FNFI ROAD	151.115
TACKAMA ROAD	152.030
TACKAMA YARD	153.410
POLAR ROAD	151.265
POLAR YARD	151.835
SLOCAN ROAD	151.355
MUSKWA	151.895
LADD 1	154.100
LADD 2	158.940
LADD 3	154.325
CCMC	153.170
ENCANA 2	152.060

## SAFETY EQUIPMENT

All trucks must carry safety equipment as identified on Canfor's Truck Safety Checklist, located at the back of this book.

Personal Protective Equipment must be worn whenever outside of vehicle (i.e. hi-vis blaze orange hard hat, hi-vis vest, approved footwear, hearing and eye protection, PPE is to meet or exceed CSA or ANSI standards, as required).

## SAFETY INSPECTIONS

All contractors will complete and document a safety inspection of trucks prior to employing trucks.

All trucks and trailers must have an approved Ministry of Transportation Safety Inspection Report before registration with Canfor. In addition, all trucks and trailers may be subject to random, spot inspections by Canfor appointed inspectors.

Canfor reserves the right to suspend any truck or trailer, without compensation for lost economic opportunity that fails to pass an inspection. Trucks and trailers will be allowed to commence operations when the Contractor and Canfor are satisfied that all necessary repairs are completed.

## **LOAD SECURITY REQUIREMENTS FOR LOG HAULING AND LOWBEDDING**

All commercial drivers on Canfor roads are to follow the load security requirements in the Motor Vehicle Act. For information on securing the load, number of tie downs required, strength of tie downs please review the information published by ICBC, Commercial Vehicle Service in *Booklet #2: Cargo Securement, 2005*. This is a handy guide and it is available at the government weigh scales.

### **LOAD WEIGHTS FOR LOG HAULING**

***No payment will be made for any weight exceeding the approved weights.***

#### **Off-Highway Loads**

The maximum **net weight** of any **6 axle** off-highway load to Canfor's Tackama or PolarBoard scales is not to exceed **58,000 kg (58 tonnes)**.

The maximum **net weight** of any **7 axle** off-highway load to Canfor's Tackama or PolarBoard scales is not to exceed **60,000 kg (60 tonnes)**.

The maximum **net weight** of any **8 axle** off-highway load to Canfor's Tackama or PolarBoard scales is not to exceed **63,000 kg (63 tonnes)**.

#### **Highway Loads- Winter (Nov 1 to Mar 31)**

The maximum **GVW** of any **6 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **49,000 kg (49 tonnes)**.

The maximum **GVW** of any **7 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **57,800 kg (57.8 tonnes)**.

The maximum **GVW** of any **8 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **63,500 kg (63.5 tonnes)**.

#### **Highway Loads- Summer**

The maximum **GVW** of any **6 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **48,000 kg (48 tonnes)**.

The maximum **GVW** of any **7 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **56,800 kg (56.8 tonnes)**.

The maximum **GVW** of any **8 axle** highway load to Canfor's Tackama or PolarBoard scales is not to exceed **63,500 kg (63.5 tonnes)**.

## **LOADING SPECIFICATIONS FOR LOG HAULING**

The truck driver will ensure that his truck is loaded in compliance with Canfor's Log Sorting and Loading Specifications and in compliance with W.C.B. Regulations. Drivers are accountable for their loads and must take adequate caution and care in loading, securing and transporting logs to ensure no logs fall from the trailer.

No mixed lengths and / or species are to be loaded within one trailer bunk.

No mixed sorts in a B-train or tridem trailer are permitted, (unless approved by a Canfor Forestry Supervisor for clean up). Clean-up mixed loads require one load slip for each sort on the trailer.

The loader operator and the trucker will ensure that Company load slips are completed correctly prior to leaving the loading area. Failure to do so may result in no payment for the load.

All loads must be secured to prevent any movement of the load. Logs must not exceed 3 m from the rear of the trailer.

Logs must be suitably crowned to allow straps or cables to contact as many logs as possible. At the bunk stakes, no logs should be more than one half their height above the stake, and the center logs should taper upwards to a smooth rounded crown. All logs must be in a secure lay, with no danger of falling from the load during installation or removal of wrappers. **Refer to the photographs in this booklet or at the Canfor weigh scales for examples of acceptable crowning of loads.**

Loads arriving at the Canfor weigh scales judged to be unacceptably over-height, will be parked and a Canfor supervisor will be notified.

All loads must be secured by wrappers and / or cables and cinches in accordance with the WCB Industrial Health & Safety Regulations and the Motor Vehicle Act Regulations.

### **Special Requirements for 2.7 m Aspen OSB Logs**

Aspen logs have the most risk of falling from the trailer. The smooth bark and frost on the bark in winter conditions can cause loads on the last bunk to become unstable, and logs to fall out.

Loader operators should alternate butts and tops on the bunks to distribute the butt flares and small logs as much as possible. Also, they should remove voids near and at the top of the load as much as possible to ensure all logs contact stakes, wrappers and other logs. No logs with excessive crook, sweep or deformity should be loaded on the rear most bunk of the trailer.

**Drivers are now required to install a third wrapper or steel cable and cinch around the middle of the last bunk of 2.7 m aspen OSB logs on each trailer.**

## Spacing of Bunk Stakes for Trailers

Canfor has determined that inter bunk spacing of 48 inches (1.3 m) for bunks 2-3, 5-6, and 8-9 on tridem trailers and on bunks 2-3, 6-7 and 10-11 on B-train trailers reduces that amount of damage for log unloading at log yards. Note the exact spacing is 48 inches from the inside of the vertical stakes and not from the inside or the center of the bunks or pockets. Diagrams for bunk stake spacing are available from Canfor Woodlands.

## Photograph of an Acceptable Aspen 2.7 m OSB Loaded Trailer



## **MARKING SPECIFICATIONS**

All trailer loads require painted timber marks on the ends of the two front corners and both sides of the load for a total of four paint marks. All detachable trailer loads must be marked in the same manner. Drivers must ensure that timber marks are applied before leaving the cut-block.

## **LOG YARD POLICY**

Canadian Forest Products Ltd. is determined to promote a safe work environment. All employees and contractors will follow the following policies and regulations while on either Mill Site:

All log yard equipment has the right-of-way in the Log Yard.

Maximum Speed Limit while in the Log Yard is **20 km/hr.**

**All truck traffic must come to a complete stop before proceeding onto the Scale Deck, and proceed at a speed not exceeding 5 km/hr.**

Truck Driver must report the following information to the Stacker or Material Handler Operator as required via radio: Truck #, Load # and Sort #.

Hard hats, high visibility vests, and approved footwear must be worn at all times when outside of equipment and trucks.

All truck drivers must tag each load and must ensure each tag is secured with the stapler provided.

If the driver is outside of the logging truck during the unloading procedure, he/she must stand no less than 13 meters in front of the logging truck in clear view of the loader operator, maintaining eye contact at all times while the load is being removed. This procedure applies to the trainees.

The truck driver may remove all load wrappers and binders provided the driver and no other workers are in danger from falling logs. If there is a danger from falling logs, the driver must not remove wrappers until the loader has restrained the load. The truck may be required to wait until all other trucks in the yard are off-loaded first.

For trucks to move safely within the log yard and receive direction from the loaders, all trucks must have the required log yard radio frequencies as outlined in this hand book.

Any damage done to equipment in the mill-yard must be reported **immediately** to the Log Yard Supervisor before leaving the yard and an accident / incident damage report completed. Failure to report the damage immediately, may result in rejection of the claim.

## **REPORTING OF INCIDENTS**

Each Contractor will be responsible for enforcing the safe driving practices and rules of the road for employees and subcontractors under their direct control.

### **ACCIDENT/INCIDENT INVESTIGATIONS**

It is mandatory that all Accidents/Incidents be investigated to determine the cause and to identify actions to prevent similar accidents/incidents in the future.

Truck Drivers must report all Accidents/Incidents immediately to the Canfor Road Safety Hotline (500-1572) and their Logging Contractor.

Depending on the severity of the accident/incident, the investigation report will be completed by the contractor and **submitted to Canfor within 24 hours** or Canfor will attend the accident and complete the accident/incident investigation.

### **NEAR MISS REPORTING**

Near miss reporting books are available from your Logging Contractor or at the Canfor Scales. These can be submitted to your Logging Contractor or dropped off at the Trucker Suggestion Box located at the Canfor Scales.

## **NEW THIS YEAR: CANFOR ROAD SAFETY HOTLINE (500-1572)**

**Issues that need immediate attention can be reported to the Canfor Road Safety Hotline (500-1572).**

In case of a **fatality or serious injury**, absolutely nothing is to be moved. The accident scene should be secured immediately and must be protected from any change until a full investigation is completed.

## **VIOLATIONS/DISCIPLINE PROCESS**

Any actions, which seriously jeopardize the safety of others, may result in **immediate termination or other disciplinary action deemed appropriate by Canadian Forest Products Ltd.**, including a permanent loss of driving privileges.

The Progressive Discipline Procedure is structured with the following elements:

1. Verbal Warning
2. Written Warning
3. Short Term Suspension (1 day)
4. Long Term Suspension (3 days)
5. Discharge

### 1. Verbal Warning

A supervisor will issue a verbal warning as a first step when driver conduct in question is a minor misdemeanor. For example, if a driver fails to observe a relatively minor policy a verbal warning may be appropriate. The purpose of this warning is to ensure

that the driver is spoken to and is made clear that any repetition of the conduct will result in greater discipline. In the absence of a verbal warning, a driver may be led to believe that his/her conduct is acceptable. The verbal warning will be documented and enforced for one year. The driver will also be given a copy of the warning.

2. Written Warnings

A written warning may or may not be preceded by a verbal warning, depending on the seriousness of the misconduct. For example, a written warning may be appropriate if one or more verbal warnings have proven ineffective to correct employee misconduct. Written warnings will be kept on file for a two-year period.

3. Short Term Suspension

A short-term suspension of one day may be imposed for more serious offenses (i.e. deliberate failure to follow procedures) or where a verbal or written warning has not succeeded in correcting less serious forms of misconduct. The purpose of the short-term suspension is making the driver acutely aware that the company has a serious concern about his/her behavior that may result in further, more serious disciplinary action, including suspension for the remainder of the logging season.

4. Long Term Suspension

A long-term suspension of three days will be issued when lesser forms of discipline have failed to bring about a change in the driver's conduct or where the misconduct is so serious as to justify a very serious suspension (i.e. on the job substance abuse, gross negligence, gross disregard for following policies, etc.). Any long term suspension should make it clear to the driver that his/her driving privileges on Canfor roads are in jeopardy and if the conduct is not corrected his/her employment may be terminated.

5. Discharge

Discharge will result after the above forms of discipline have not corrected a driver's misconduct or where an offense is so serious that it may justify immediate termination of driving privileges. Violations for which a driver may be suspended or discharged include but are not limited to:

- Possession of alcohol or narcotics while on a Canfor worksite
- Fighting on a Canfor worksite
- Driving while under the influence of alcohol or illegal drugs
- Deliberately disregarding safety policies/procedures and/or practices thereby directly endangering themselves or others
- Falsifying or tampering records or reports

Depending on the amount of time that has elapsed between incidents and the severity of each incident leading to corrective action, as well as the steps the driver has taken to correct the problem, the counseling, written warning and suspension steps contemplated above may be repeated or bypassed. All formal corrective action documentation will be included in the drivers file and a copy will be given to the driver and the contractor they are hauling for. As well, improvements in performance and positive action taken to resolve problems will also be recorded.

The removal of driving privileges is a serious matter and is an action taken only after careful review of the circumstances. The decision to remove driving privileges upon the recommendation of the Operations Manager must have approval of the Woodlands Manager. If driving privileges are removed, the driver and their respective contractor will be given a letter indicating the reason(s).

**Contractors who follow the above process can submit their actions to Canfor for review. Upon review, Canfor may enforce the Contractors actions to prevent drivers from hauling for another Contractor.**

## **TRUCK AUDITS**

### **Expectations: for using the “Checklist for Truck Safety Audits”:**

Truck audits are the best method at this time for auditing our “Safe Driving Practices and Operating Procedures for Canfor Roads” and to establish a method to track and report out on trucking safety issues, separate from harvesting. Log transportation issues will now become a part of the Safety meeting agenda.

### **Process:**

- Randomly select a truck driving on the road system – do not audit trucks being loaded.
- Use the “Checklist for Truck and Safety Audits” as a tool when completing the “Truck Audit” form.
- Complete comments in the “Observation Report” section.

### **Contractors “Log Truck Audits” process:**

- Target a minimum of **6 Truck Audits** per month. (These audits are done on the “Truck Audit” form as part of Canfor’s “Safe Driving Practices and Operating Procedures”).

### **Canfor Staff “Log Truck Audits” process:**

- Target a minimum of **1 Log Truck Audit** per month.

### **Completing the Truck Audit Form:**

- All audits will be filled out on the most current approved form.
- The following header information must be completed for audit forms to be accepted and entered/counted for periodic reporting.
  - Contractor or Canfor Audit (check one).
  - Date, Location, Time, Canfor Supervisor, Area, Timbermark.
  - Hauling For (Contractor the wood is being delivered for).
  - Truck Co. name, Driver's name, Truck Number, Observer's Signature.
- Checklists and comment sections need to be completed as follows:
  - When completing the Truck Audit Checklist, Yes or No is to be checked to indicate whether each item meets safety requirements. **Where there is no checkmark to indicate either, the form will be considered incomplete, and not be tallied.**
  - If an unsafe act is observed and the response is different from the "Action Plan" already listed, comments should be made with respect to the type of preventative action taken in the "Observation Report" section of the form. Comments should also be made regarding unsafe acts observed which are not on the "Safety Items to Check" list (i.e. not stopping at stop signs, not slowing down when meeting other traffic etc.)
  - When safe acts are observed, written comments on the form are encouraged. If you think it will help someone else, please make comments.

### **Submission, Review and Presentation of Truck Audit Information:**

- Truck audit forms must be submitted to the Canfor Supervisor no later than the 5<sup>th</sup> of every month. If the 5<sup>th</sup> occurs on a weekend the audits must be submitted the Friday before.
- Contractor audits will be reviewed by the Canfor Supervisor for completeness. To be considered complete, the forms must be filled out as per the above section "Completing the Truck Audit Form". Forms that are not complete will be returned to the contractor to be filled out properly.
- Contractors are encouraged to hand in their Truck Audits as they are completed throughout the month. Truck Audits can be faxed, e-mailed or handed directly to the Canfor Supervisor.
- Truck Audit information will be presented to other Canfor staff during monthly meetings.
- Truck audit information will be tracked and maintained by the Administration Team.

#### **Inspections by CANFOR Scales:**

- Communicate safety issues to CANFOR Woodlands contact immediately
- Pictures of the unsafe issue whenever practical
- Provide "Over Height Load Form" to CANFOR Woodlands contact immediately.

**EXPECTATIONS ON: Actions for Non-compliance:**

- The “Checklist for Truck Safety Audits” has identified various safety items to check for. If you find an observation as identified on the checklist - “*Action Plan*” has already been identified and is expected to be used.

i.e.: No Hard Hat (Hi Vis Orange or Red)

**Action Plan:** Correct the problem.

Mills/Scale house will not be providing Personal Protective Equipment for drivers not having the proper work wear.

## **EMERGENCY REFERENCE SHEETS**

**In case of an Emergency, use the following procedures. Remember SAFETY COMES FIRST.**

### **GENERAL**

Contact the Canfor Road Safety Hotline (500-1572), provides the following information:

- type of emergency
- location
- time
- estimate of severity
- what is happening

Refer to the Material Safety Data Sheets (MSDS) for product handling information to ensure your safety.

### **ENVIRONMENTAL (i.e.: landslide)**

Prevent further damage if possible. Follow general response procedures.

### **EQUIPMENT FIRE**

Immediately shut off power using emergency shut off buttons. Have everyone clear the area. Notify your supervisor. If possible, eliminate fuel supply. If possible, attempt to extinguish fire. Contact your Canfor supervisor. If not available, contact Woodlands Staff, starting at top of list (**Emergency Response Contacts list found on page 20 of this document**) until report is made.

### **FOREST FIRES**

Report to your supervisor and, contain if possible. Notify all personnel in block. Access tools from fire cache. April 01-Oct. 31: call office at 233-6500. After hours call duty officer at 500-3354. Nov. 1-Mar 31: contact Canfor Staff, starting at top of the Emergency Response Contacts list until report is made. Report to Ministry of Forests Fire Centre 1-800-663-5555 (24 hrs). Reference Fire Preparedness Plan for further information.

### **MEDICAL AID**

Attend to injured person. Contact your supervisor and designated first aid person. The designated first aid person will decide on method of evacuation. Complete the **dispatch information** for hospital (**found on page 23 of this document**) before contacting the helicopter company or hospital. Contact the Canfor supervisor. If not available, contact Woodlands Staff, starting at top of the Emergency Response Contacts list until report is made.

### **VEHICLE ACCIDENT**

If accident involves loading or unloading equipment, shut off equipment. Fill out the accident report form. If applicable, record other party's name, address, phone number & the vehicles plate number, make, colour & year. Record names, addresses & phone numbers of any witnesses. Take pictures if possible.

**REPORTING INFORMATION FOR VEHICLE ACCIDENT**

- 1 Call the Canfor Hotline (500-1572) 24hrs.
- 2 Report the Accident/Incident to the contractor you are employed by.
- 3 Information Required:

Accident Location:  
(be precise)

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Time of Accident:

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Personal Injuries:

---

Road Blocked:

---

Bridge Damaged:

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**SPILLS INTO WATER OR LARGE (>100 LITRES) SPILLS**

Remove all sources of ignition. Contain spill by blocking off drains & surrounding the product with absorbent. Notify Supervisor. Contact your Canfor supervisor. If not available, contact Woodlands Staff, starting at top of list until report is made. Reference the Emergency Preparedness and Response Plan for further information.

Notes

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**Canadian Forest Products Ltd.**  
(Revised October 2006)

**EMERGENCY RESPONSE CONTACTS – FORT NELSON WOODLANDS**

<b>NAME</b>	<b>OFFICE</b>	<b>CELL</b>	<b>TRUCK</b>
<i>CANFOR ROAD SAFETY HOTLINE</i>		500-1572	
<i>CANFOR OFFICE</i>	233-6500	-	-
<i>WOODLANDS MANAGER</i>			
Mike Breisch	233-6501	500-1679	-
<i>OPERATIONS MANAGER</i>			
Kevin Charlston	233-6520	500-3363	500-1488
<i>FORESTRY MANAGER</i>			
Doug Tofte	233-6507	500-1574	500-1177
<i>SAFETY COORDINATOR</i>			
Adrienne Allam	233-6619	500-1746	-
<i>AREA COORDINATOR</i>			
Scott Goosney	233-6627	500-3362	500-3361
<i>AREA COORDINATOR</i>			
Lee Newsome	233-6510	500-1748	500-1749
<i>SILVICULTURE COORDINATOR</i>			
Stephanie Smith	233-6604	500-2714	500-3228
<i>STRATEGIC PLANNER</i>			
Darrell Regimbald	233-6622	500-2565	-
<i>PURCHASE WOOD COORD.</i>			
Shannon Wyllie	233-6621	500-1458	-
<i>FORESTRY SUPERVISOR</i>			
Allan Manchuck	233-6591	500-2322	500-2323
Jeremy Beliveau	233-6512	500-3019	500-2648
Bill McKenzie	233-6611	500-2347	500-2920
Robert Dunn	233-6517	500-2346	-
Jeremy Srochenski	233-6628	500-1524	500-1162
Ken Walsh	233-6532	500-2505	500-2397
Andrew Lavigne	233-6600	500-3189	500-3033
Mark Erickson	233-6592	500-1580	500-1581
Rod Higgins	233-6652	500-3336	-
Mike Mahovlic	233-6602	500-3161	500-2453
James Fischer	233-6529	500-1588	-
Dean Dickinson	233-6605	500-1579	500-2474
Brad Mitchell	233-6618	500-1525	-
Viva Wolf	233-6519	500-1226	500-1406
Aliette Seigel	233-6506	500-2117	500-2118

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**Emergency Aircraft Evacuation Contacts**

***A- Star Helicopters***

<b>Location</b>	<b>Company</b>	<b>Phone/cell</b>	<b>Contact</b>
Fort Nelson	Qwest	250-774-5302 250-775-0170 250-775-0172	Call Forward Cam Zonk
Fort Nelson	Canadian	250-774-6171	
Fort Nelson	Highland	250-774-6106	Call Forward
Fort Nelson	Vancouver Island	250-785-2331	Andrew Moore

***A-Star Helicopter and Fixed Wing***

<b>Location</b>	<b>Company</b>	<b>Phone/cell</b>	<b>Contact</b>
Fort Liard	Deh Cho Air	867-770-3116	Call Forward

***Fixed Wing***

<b>Location</b>	<b>Company</b>	<b>Phone/cell</b>	<b>Contact</b>
Fort Nelson	Viller's	250-774-2072	Call Forward

**Emergency Service Response Contacts**

<b>Emergency Service</b>	<b>Fort Nelson</b>	<b>Fort Liard</b>
Ambulance	250-774-2344	--
Hospital	250-774-8100	867-770-4301
Police	250-774-2777	867-770-4221
Fire Rescue	250-774-2222	250-770-2222
Airport Way Medical Clinic	250-774-7838	--
BC Poison Control Center	1-800-774-6916	--
Canfor office	250-233-6500	--

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<b>Canfor Road Channel Radio Frequencies</b>					
Description Location	Receive	Transmit	Description Location	Receive	Transmit
CCMC Road	153.170	153.170	Muskwa Road	151.895	151.895
FNFI Road	151.115	151.115	LADD 1	154.100	154.100
Tackama Road	152.030	152.030	LADD 2	158.940	158.940
Tackama Yard	153.410	153.410	LADD 3	154.325	154.325
Polar Yard	151.835	151.835	LADD 4	173.370	173.370
Polar Road	151.265	151.265	CCMC Road	153.170	153.170
Slocan Road	151.355	151.355	Anadarko	169.650	169.650
Progress	150.815	150.815	Encana 3	152.900	152.900
Encana 1	151.61	151.61	Encana 4	153.650	153.650
Encana 2	152.060	152.060	Encana 5	154.250	154.250
<b>Repeater Channels</b>					
Radar Hill Repeater	150.935	157.000	Dunedin Repeater	151.565	158.385
<b>Contractor Channels</b>					
Soles	153.245	153.245	Liard Logging	158.640	158.640
Farside Logging	159.960	159.960	Pathway	157.320	157.320
PTR1	154.490	154.490	Greyback	153.230	153.230
PTR 2	162.390	162.390	Moulton	170.205	170.205
Kledo Construction	154.340	154.340	BNW	150.215	150.215
Eh-Cho Dene	151.985	151.985	Kaska	160.140	160.140
Cooper Barging	156.350	156.350	Cutbank	151.625	151.625
BNW	150.215	150.215	Chan-Chas	153.200	153.200

<b>Emergency First Aid Personnel/ Services</b>	<b>Phone</b>	<b>Cell</b>
Canfor Level III First Aid	Bill McKenzie 233-6611	500-2347
Alpha Safety Ltd.	Kevin Bowler 774-4113	
Beeant Holdings Ltd.	Phil Gillis 774-6307	233-1266
Be Safe First Aid	Ray LeBreton 233-8387	
Cheryle's Ambulance Ltd.	Lisa Johnson 774-7422	
Cormac Safety Services Inc.	Adalin Cordero 774-3967	233-1096
Knutson First Aid Services Ltd.	Jack Martin 233-8385	

**DISPATCH INFORMATION FOR HOSPITAL / AIR AMBULANCE**

Who is calling? \_\_\_\_\_

Contact Phone \_\_\_\_\_

Contact frequency/name \_\_\_\_\_

Latitude \_\_\_\_\_ Longitude \_\_\_\_\_ (on all maps)

Geographic Description: \_\_\_\_\_

Destination: \_\_\_\_\_

Number of persons injured? \_\_\_\_\_

Age: \_\_\_\_\_ Sex: \_\_\_\_\_ Approx. Weight \_\_\_\_\_ lbs. / kg.

Nature of injury:

\_\_\_\_\_

Breathing Problems?            \_\_\_\_\_yes    \_\_\_\_\_no

Is the patient unconscious?    \_\_\_\_\_yes    \_\_\_\_\_no

Is there uncontrolled bleeding? \_\_\_\_\_yes    \_\_\_\_\_no

Position of Patient (lying, sitting, standing)

\_\_\_\_\_

Is stretcher required?            \_\_\_\_\_yes    \_\_\_\_\_no

Is First Aid Attendant on Site? \_\_\_\_\_yes    \_\_\_\_\_no

**Canadian Forest Products Ltd.**  
(Revised October 2006)

**Truck Audit**

Contractor Audit

Canfor Audit

Date: \_\_\_\_\_ Location: \_\_\_\_\_ Time: \_\_\_\_\_

Canfor Supervisor: \_\_\_\_\_

Operating Area: \_\_\_\_\_

Hauling For: \_\_\_\_\_

Timber Mark: \_\_\_\_\_

Truck Co. Name: \_\_\_\_\_

Driver Name: \_\_\_\_\_

Truck #: \_\_\_\_\_

Observer's Signature: \_\_\_\_\_

Safety Items to check:

Action Plan:

PERSONAL PROTECTIVE EQUIPMENT				
• Hard Hat (Hi vis Orange or Red)	Y	N	N/A	Correct Problem
• Approved footwear	Y	N	N/A	Correct Problem
• Hi Vis Vest	Y	N	N/A	Correct Problem
• Safety Glasses (If required)	Y	N	N/A	Correct Problem
TOOLS AND EQUIPMENT				
• Emergency Flare Kit/Basic First Aid Kit	Y	N	N/A	Dump Load – do not return until corrected
• Fire Extinguisher (inspection tag valid and extinguisher charged)	Y	N	N/A	Dump Load – do not return until corrected
• Truck to Truck Radio (functional)	Y	N	N/A	Dump Load – do not return until corrected
• Bull Board – (compliant)	Y	N	N/A	Dump Load – do not return until corrected
• Head Lights (working)	Y	N	N/A	Dump Load – do not return until corrected
• Bunks (90 <sup>o</sup> ) (max. 1' out at top)	Y	N	N/A	Dump Load – do not return until corrected
• Wrappers: Tight	Y	N	N/A	Correct problem
• Wrappers: as per specs	Y	N	N/A	Park it. Correct problem
• Equipped with horn or whistle which is distinctly audible and at a distance of 300 m or 1000 ft.	Y	N	N/A	Correct Problem
PROCEDURES AND ORDERLINESS				
• Hours of Service Log Book	Y	N	N/A	Correct Problem
• Does the load look safe?	Y	N	N/A	Correct Problem
• Load height: ≤ 4.15 meters	Y	N	N/A	Correct Problem
• Following Safe Driving Practices and Operating Procedures	Y	N	N/A	Correct Problem. Action plan in 24 hrs.
• Appropriate Use of Radio	Y	N	N/A	Correct Problem
• Timbermarks / loadslip correctly filled out	Y	N	N/A	Correct Problem

OBSERVATION REPORT	OBSERVATION REPORT
<ul style="list-style-type: none"> <li>◆ ACTS OBSERVED</li> <li>◆ ACTION TAKEN TO ENCOURAGE CONTINUED SAFE PERFORMANCE</li> </ul>	<ul style="list-style-type: none"> <li>◆ UNSAFE ACTS OBSERVED</li> <li>◆ IMMEDIATE CORRECTIVE ACTION</li> <li>◆ ACTION TO PREVENT RECURRENCE</li> </ul>

### **Safe Driving Practices and Operating Procedures – Knowledge Test**

- ◇ As with any procedure, there is always the chance the person you are trying to protect did not truly understand the procedures. The Knowledge Test is a series of questions which will determine if the individual understands his role in the procedures. The idea is to ensure everyone understands the importance of operating safely, and if there is a communication break down we will be able to correct the misunderstanding before the person has an incident.
  - ◇ Canfor supervisor will randomly select 5 questions below. If the individual has any difficulty answering correctly the Canfor supervisor will notify the contractor that the truck driver must review the “Safe Driving Practices and Operating Procedures” with their contractor. Knowledge
- What Personal Protective Equipment are you required to wear when you step outside your cab on company property or roads?
  - Who has the right of way on Canfor’s road system?
  - What do you do if your load becomes “unsafe” during the haul?
  - What is the maximum GVW for a 6 axle off-highway load?
  - What is the maximum GVW for an 8 axle highway load?
  - Did you read the “Safe Driving Practices and Operating Procedures for Canfor Roads” before you signed off?
  - How many passengers can accompany you on your haul?
  - Have you previously hauled logs to Canfor mills in Fort Nelson? If yes continue on. If no, were you instructed by your contractor to follow another logging truck out to the block on your first trip?
  - What are the maximum speeds for log haul trucks on mainline roads? Empty? Loaded? What is the maximum speed in the log yard?
  - Does Canfor permit tire chains on flat road sections?
  - What is the maximum speed for crossing ice bridges?
  - Do you have a copy of the radio channels and road frequency maps for the current season?
  - When must loaded vehicles call their kilometer signs?
  - When must empty vehicles call their kilometer signs?
  - What are the timbermark specifications for Fort Nelson?
  - If an individual is involved in an accident/incident or near miss on a Canfor road, when does he/she advise a Company representative? When does he submit the Accident/Incident form?
  - How many wrappers/cables are required on your load?

**Canadian Forest Products Ltd.**

(Revised October 2006)

*SAFE DRIVING PRACTICES AND  
OPERATING PROCEDURES FOR CANFOR ROADS*

**LOGGING CONTRACTOR:** \_\_\_\_\_  
(PRINT CLEARLY)

**HAULING SUB-CONTRACTOR:** \_\_\_\_\_  
(e.g. Truck Owner) (PRINT CLEARLY)

The undersigned has received, read, understands, and agrees to comply with all the conditions set out in the attached "Safe Driving Practices and Operating Procedures for Canfor Roads" dated October 2006.

**Truck Driver:** \_\_\_\_\_  
(PRINT CLEARLY)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Truck #:** \_\_\_\_\_

**Supervisor's Signature:** \_\_\_\_\_  
(e.g. Logging Contractor)

Trucks shall have a Canfor truck number posted on the front bumper drivers' side.

**This driver has been previously audited for compliance by:**

Date	Auditor	Pass/Fail		Date	Auditor	Pass/Fail

**EXPIRY DATE OF THIS DOCUMENT – APRIL 30, 2007**

This page to be retained by: **TRUCK DRIVER**

**This page to remain in this book as proof of training.**

**Canadian Forest Products Ltd.**

(Revised October 2006)

**SAFE DRIVING PRACTICES AND  
OPERATING PROCEDURES FOR CANFOR ROADS**

**LOGGING CONTRACTOR:** \_\_\_\_\_  
(PRINT CLEARLY)

**HAULING SUB-CONTRACTOR:** \_\_\_\_\_  
(e.g. Truck Owner) (PRINT CLEARLY)

The undersigned has received, read, understands, and agrees to comply with all the conditions set out in the attached "Safe Driving Practices and Operating Procedures for Canfor Roads" dated October 2006.

**Truck Driver:** \_\_\_\_\_  
(PRINT CLEARLY)

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Truck #:** \_\_\_\_\_

**Supervisor's Signature:** \_\_\_\_\_  
(e.g. Logging Contractor)

Trucks shall have a Canfor truck number posted on the front bumper drivers side.

**EXPIRY DATE OF THIS DOCUMENT – APRIL 30, 2007**

**This page to be retained by:**

**LOGGING CONTRACTOR**

**And FAX this page to:**

**CANFOR ADMINISTRATION (233-6565)**

**TRUCKING REGISTRATION FORM**

TODAY'S DATE: \_\_\_\_\_ CANFOR TRUCK # \_\_\_\_\_  
(PRINT CLEARLY)

LOGGING CONTRACTOR \_\_\_\_\_

TRUCK OWNER NAME: \_\_\_\_\_

TRUCK OWNER ADDRESS: \_\_\_\_\_

TRUCK OWNER PHONE # \_\_\_\_\_

TRUCK OWNER BC WCB# \_\_\_\_\_  CLEARANCE LETTER SHOWS ACTIVE STATUS

**TRUCK**

MAKE: \_\_\_\_\_ COLOR: \_\_\_\_\_ YEAR: \_\_\_\_\_

REGISTRATION NUMBER: \_\_\_\_\_ PLATE: \_\_\_\_\_

**COPIES OF THE FOLLOWING DOCUMENTS WERE SUBMITTED TO LOGGING CONTRACTOR AND CANFOR (C) UPON REGISTRATION:**

- (C) CURRENT TRUCK REGISTRATION, INSURANCE AND INSPECTION
  - (C) PAGE 2 TRUCK INSURANCE SHOWING **MINIMUM 2,000,000** LIABILITY
  - CURRENT TRAILER REGISTRATION, INSURANCE AND INSPECTION
  - (C) WCB CLEARANCE LETTER FOR TRUCK OWNER
  - HIGHWAY CROSSING PERMIT
  - OVERWIDTH PERMIT
  - CONTRACT BETWEEN LOGGING CONTRACTOR AND **TRUCK OWNER**
- |  |
|--|
|  |
|  |
|  |
|  |
|  |
|  |
|  |

**DRIVER**

LAST NAME: \_\_\_\_\_ FIRST NAME: \_\_\_\_\_

PHONE #: \_\_\_\_\_ DRIVER'S LICENSE # \_\_\_\_\_ PROV \_\_\_\_\_

**COPIES OF THE FOLLOWING DOCUMENTS WERE SUBMITTED TO LOGGING CONTRACTOR AND CANFOR (C) UPON REGISTRATION:**

- DRIVER'S LICENSE VALID CLASS 1
  - (C) DRIVER'S ABSTRACT (CURRENT within 2 weeks)
- |  |
|--|
|  |
|  |

FMS (FOREST MANAGEMENT SYSTEM) TRAINING DATE: \_\_\_\_\_

DRIVER HAS REVIEWED THE TRUCKING EI AND SIGNED THE FMS TRUCK DRIVER TRAINING REGISTER

**EXPIRY DATE OF THIS DOCUMENT – APRIL 30, 2007**

**This page to be retained by: LOGGING CONTRACTOR**

**And FAX this page to: CANFOR ADMINISTRATION (233-6565)**

**Canadian Forest Products Ltd.**  
(Revised October 2006)

## Truck Safety Inspection Checklist

Date \_\_\_\_\_

(PRINT CLEARLY)

Logging Contractor \_\_\_\_\_ Driver \_\_\_\_\_

Truck # \_\_\_\_\_ Description \_\_\_\_\_

**Acceptable**  
**Yes No**

**Safety Equipment**

**Acceptable**  
**Yes No**

**Mechanical**

- |                          |                          |                                 |                          |                          |   |
|--------------------------|--------------------------|---------------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | First Aid Kit                   | <input type="checkbox"/> | <input type="checkbox"/> | Windshield (Driver's view not obstructed) |
| <input type="checkbox"/> | <input type="checkbox"/> | Roadside Flares                 | <input type="checkbox"/> | <input type="checkbox"/> | Mirrors (Intact and Functional)           |
| <input type="checkbox"/> | <input type="checkbox"/> | Disposable Camera               | <input type="checkbox"/> | <input type="checkbox"/> | Bulkhead (WCB Compliant) See requirements |
| <input type="checkbox"/> | <input type="checkbox"/> | Gloves                          | <input type="checkbox"/> | <input type="checkbox"/> | Lights (Truck and Trailer)                |
| <input type="checkbox"/> | <input type="checkbox"/> | Approved Footwear               | <input type="checkbox"/> | <input type="checkbox"/> | Stakes @ 90 degrees                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Hard Hat (Hi-Vis orange or red) | <input type="checkbox"/> | <input type="checkbox"/> | Stake Pockets                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Hi-Vis Vest                     | <input type="checkbox"/> | <input type="checkbox"/> | Stake Cables                              |
| <input type="checkbox"/> | <input type="checkbox"/> | All Approved Radio Channels     | <input type="checkbox"/> | <input type="checkbox"/> | Valid Mechanical Inspection               |
| <input type="checkbox"/> | <input type="checkbox"/> | Seat Belts                      | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Pre-trip Log Book       | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Items in Cab are Secure         | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | No Riders                       | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | No Pets                         | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Steps (Adequate & Secure)       | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Fire Extinguisher               | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Axe                             | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Shovel                          | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Tire Chains (2 Sets)            | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Extra Wrappers                  | <input type="checkbox"/> | <input type="checkbox"/> |   |
| <input type="checkbox"/> | <input type="checkbox"/> | Load Flags                      | <input type="checkbox"/> | <input type="checkbox"/> |   |

Comments \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

The undersigned warrants that he has inspected the above vehicle for items as noted.

Inspector's Name (print) and Signature \_\_\_\_\_  
**(LOGGING CONTRACTOR)**

Driver's Signature \_\_\_\_\_

**EXPIRY DATE OF THIS DOCUMENT – APRIL 30, 2007**

**This page to be retained by: LOGGING CONTRACTOR**

**And FAX this page to: CANFOR ADMINISTRATION (233-6565)**