



## SAFE Companies Program

### **SAFE (Safety Accord Forest Enterprise) Companies Program:**

The SAFE Companies program is a certification program that distinguishes BC forestry employers who meet industry safety standards and demonstrate leadership and commitment to building a culture where the health and safety of all workers is an overriding priority. Developed by the BC Forest Safety Council, in collaboration with industry, the SAFE Companies program provides forest companies with clear, practical and achievable standards so they can establish and maintain successful health and safety programs.

SAFE certified companies are eligible for annual WorkSafeBC Certificate of Recognition (COR) rebates. The certification also functions as a pre-qualification standard for companies to operate within the BC forest sector.

### **SAFE Company Program Categories:**

- **Large Employer**
  - Has more than 20 employees and dependent contractors
  - Evaluated using a BASE audit which must be conducted by a BC Forest Safety Council certified external auditor
  - Certification is valid for 3 years and is maintained by conducting an annual maintenance BASE audit in years one and two. Maintenance audits can be completed by an external auditor or a certified internal auditor
  
- **Small Employer**
  - Has fewer than 20 employees and dependent contractors
  - Evaluated using a self-administered SEBASE audit tailored to the needs of smaller operations. Audit must be conducted by a company Occupational Health and Safety (OHS) representative who has successfully completed the 2 day SAFE Companies Small Employer OHS Training Course
  - With registration, companies receive a Safety Tool Kit which is a step-by-step process designed to help build or review a safety program
  - Registered companies that have attended the Small Employer OHS training course and still have questions regarding their health and safety program can request the free help of a Council Safety Advocate
  - Certification is valid for three years and recertification is obtained by the company completing a SEBASE audit. An annual maintenance SEBASE audit is also required in years one and two

- **Individual Owner Operator**

- Has one on-site forestry worker who is also the owner of the company. May have an off-site administrative person
- All registered IOOs receive a SAFETY Log to track and verify safety activities. Three months of log records are required for initial certification
- The IOO must complete the 1/2 day IOO SAFETY course which provides an overview of safety responsibility and how to use the SAFETY Log. Certification is valid for three years and recertification is obtained by the IOO submitting a completed IOO SAFETY Log audit. Annual submission of the IOO Safety Log is also required in years one and two

**SAFE Companies Resources:**

*Safety Advocates*

A BC Forest Safety Council-appointed person who works with small forest harvesting companies, guiding them in the development and implementation of effective safety programs and procedures leading up to their SAFE Companies audit.

*Trained External Auditors*

A fully trained independent consultant who ensures large companies have met all the necessary requirements to become SAFE Company certified. After taking a training course, completing an exam administered by the BC Forest Safety Council and successfully conducting a student audit, this individual will measure and evaluate large employers health and safety management systems in the areas of leadership; hazard and risk management; standards, procedures and work instructions; training, education and investigation systems; contractor systems; and prime contractor selection and management.

*Safety Tool Kit*

Given to all large and small companies pursuing SAFE Company certification, the Safety Tool kit is a step-by-step process to help companies design or review a safety program. It includes a CD with safety forms and templates to help employers identify and fill gaps in current safety programs.

*Individual Owner Operator SAFETY Log*

All Individual Owner Operators registered in the SAFE Companies program receive a SAFETY Log to track and verify safety activities. The Log acts as the IOO's "in the truck/machine/pick-up" safety business centre. After three months of tracking activities, the SAFETY Log records are used to complete *My Safe Audit*, the final section in the Log, to achieve SAFE certification.

*Trained Internal Auditors*

For large companies', SAFE Companies certification is maintained by completing a BASE audit in years two and three after initial certification and this can be done by an internal or external auditor. An employer can elect to have an employee or dependent contractor of the company trained as an internal auditor to conduct the maintenance audit.

*SAFE Companies Update Newsletter*

Launched in November 2007, the SAFE Companies Update newsletter is circulated to over 4000 forestry stakeholders twice a month. The newsletter is designed to provide up-to-date information on SAFE Companies and best safety practices. Readers are encouraged to provide comments, kudos, critiques and story ideas in order to produce a newsletter that can be a learning tool for everyone.

*SAFE Companies Web Site*

Located on the BC Forest Safety Council's main web site ([www.bcforestsafe.org](http://www.bcforestsafe.org)), the SAFE Companies web site provides information about the program, auditors, training and resources. It also contains details on how to register for the SAFE Companies program and provides additional information for companies that have already achieved certification.

Visit [www.bcforestsafe.org/content-program-safeco/program.htm](http://www.bcforestsafe.org/content-program-safeco/program.htm) for more information on the Council's SAFE Companies program or contact: