



Individual Owner Operator (I.O.O.) SAFETY Course

Completion of the I.O.O. SAFETY Course is mandatory for all Individual Owner Operators pursuing SAFE Companies certification. The I.O.O. personally must attend, not a substitute person.

Are you an I.O.O.?

- *I am an individual owner operator who DOES NOT hire any workers or contractor. Note: If you hire any workers or contractors, you need to use the ISEBASE program (2-5 employees or any non-dependent contractors or SEBASE program (for 6-19 employees)*
- *Occasionally, an additional person is needed on a few jobs. An I.O.O. is permitted a temporary field worker for up to 10 working days during the year without jeopardizing their I.O.O. status. Having a safety watch person does not affect I.O.O. status. However, if the person is actively helping with work, then the business is no longer considered an I.O.O. and an ISEBASE audit must be submitted. More than one extra person (ie – 3 in total) is NOT permitted.*
- *Typical forest sector I.O.O.s include hand fallers, log truck drivers, equipment operators and forest professionals*

Note: We recommend that you register with the SAFE Companies program before attending the I.O.O. training course. Register online at <http://www.bcforestsafe.org>

To discuss your own particular registration situation, please call toll-free: 1-877-741-1060

Once your SAFE Companies registration is completed and payment received, we will mail a SAFETY Log to the address you've given us. The SAFETY Log is your "in the truck/machine/pick-up" safety business centre. It provides an easy way to track and verify your safety activities on the way to becoming SAFE certified.

You are required to bring your SAFETY Log with you to the I.O.O. course. For teleconference sessions, be sure to have it on hand.

Course attendance details

- Course confirmations and/or teleconference details are provided to participants one week prior to the course
- The course starts at 8am and typically covers 4 hours
- For teleconference sessions, we recommend computer access – although not required.
- No Shows will not receive reimbursement or credit for future courses and will need to enroll again.

Indicate on next page which session you wish to attend, from the courses listed below.	
Location & Date	Location & Date – cont'd
Jan. 28 – Teleconference (SESSION FULL)	Mar. 31 – Teleconference
Feb. 25 – Teleconference	Jun. 23 – Fort St. John
TELECONFERENCE OPTION: If you prefer to attend this training by telephone, we are pleased to offer this option. <i>(If using a cordless phone, ensure battery is fully charged and if possible, have a second handset charged and ready to go as well)</i>	


Course Enrollment Form – I.O.O. SAFETy Training Course

Course Location:	Course Date:
Attend by Teleconference? <input type="checkbox"/> Yes	

Company Information (complete fully and print clearly)

Legal Name of Company		Company Trade Name or "Operating As" Name	
Registered with SAFE Companies Certification program? <input type="checkbox"/> Yes <input type="checkbox"/> No		SAFE Companies category: <input type="checkbox"/> Individual Owner Operator	
WorkSafeBC Account Number		First & Last Name of Company Owner or Principal	
Company Mailing Address (Street or PO Box if applicable)		City / Town	
Province	Postal Code	Company Email Address	
Company Phone Number		Company Fax Number	
First & Last Name of Course Participant			Birthdate Month _____ Day _____

Payment Information (payment must accompany course enrollment)

2012 Course Fee \$168.00 (includes 12% HST)	Please remit payment by: <input type="checkbox"/> Enclosed Cheque (payable to <i>BC Forest Safety Council</i>) <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard
Name on Card	Expiry Date MM YY
Credit Card Number	
Cardholder's Signature	IMPORTANT: Please include CVD (3 digit security code _____ from back of credit card)

Your company, personal and financial information is only used for purposes of course enrollment and SAFE Companies verification. Confidential information will not be disclosed to third parties. Your information is valuable and we ensure all reasonable measures are taken to protect it.

Send this completed form to BC Forest Safety Council by:

1. Email: training@bcforestsafesafe.org
2. Fax: (250) 741-1068
3. Mail: 420 Albert St., Nanaimo, BC V9R 2V7



BC Forest Safety Council
Unsafe is Unacceptable

- IMPORTANT NOTES:**
- A)** If minimum enrollment is not met two weeks prior to a course start date, the Council reserves the right to cancel the course and reimburse paid registrants.
 - B)** Please notify us as soon as possible should you need to withdraw or reschedule your enrollment.
 - C)** No Shows will not receive reimbursement or credit for future courses and will need to enroll again.