



## Emergency response drill rescue practice is critical

By Martin Ridgway, CRSP, Supervisor, Quality Assurance

An Emergency Response Plan is only effective if it works. To work it needs to be tested regularly and updated. Always include a back-up plan to the plan when things the plan relies on are not available due to mechanical failure, weather changes, or one or more people off sick.

One of the annual safety requirements for any company is a rescue drill. Walking outside to the muster area is a very low value drill, so many companies realize that a reasonable scenario of someone being hurt and/or trapped is far more useful to practice on, especially in high risk work places. This is actually given in the Regulation 32.2 (item 2 most importantly). See <https://www.worksafebc.com/en/law-policy/occupational-health-safety/searchable-ohs-regulation/ohs-regulation/part-32-evacuation-and-rescue> (Note that Reg 32.7, 32.8 and 32.9 are also highly applicable to both forestry and sawmills.)

In most cases, it is not recommended to use an actual person as the simulated patient. There are many stories of the volunteer patient being dropped, punctured, submerged or run over during the drill, which can understandably discourage having meaningful drills. While many rescue dummies are commercially available, they can be costly.

A much cheaper alternative is to create a very simple home-made rescue dummy. Consider:

- The body is a 5-gallon pail or keg or small drum, filled with something heavy (sand, scrap metal parts, etc.)
- Each limb is a spill sock duct taped, stapled or screwed to the pail in an appropriate location. A small stick could be duct taped to the sock to make it rigid. If we wanted a simulation with a broken leg, we could snap a stick.

- Old boots can be used for feet and old gloves for hands.
- The head can be a ball or balloon, tied or duct taped in place on the lid of the pail. We used a yellow balloon, drew a face on it and named the dummy Homer. Popping the balloon during practice was a 'fatality' and a failure of the drill. Seasonally, the right used jack-o-lantern could also be re-purposed for a while.

In one of my previous jobs, our "Homer" had a rougher life than anyone voluntold into being a rescue patient could survive. He got stabbed, hung upside down in machinery, electrocuted, left unconscious outside overnight and run over. We used ketchup liberally on the stab wounds one time and found that after Homer was in the first aid room, most of the Attendants and supplies were heavily contaminated with 'blood' and that people needed more training on how to safely take gloves off.

The fact that the dummy is only a rough approximation of a patient does not matter much, because it is far better than no dummy at all. While most attendants and workers may go decades without seeing a serious injury, it doesn't take much for things to go sideways in the woods or in the mill. Many of the crew got right into it, giving Homer clothing, scars and tattoos as well as very lively back stories on his lifetime of bad luck. It was almost sad when he got his new torso after a few seasons.

Overall, the message is to have meaningful rescue drills, not hurt anyone involved in the drill, prepare just in case something goes bad, and most importantly, have fun with it so people build muscle memory and confidence to handle a real emergency better individually and as a team. 🍷

## More tips for small employer audits



By Terry Chow, RPF, P.Ag., Regional Safety Advisor

To build on February's issue, we will begin to look at some of the content in the Small Employer audits, the majority of which is based on WorkSafeBC Regulations and Guidelines.

### Company Profile – Personnel Count

Continuing with the Company Profile, it is important to indicate or check-off the type of work activities your company undertakes to support the incentives(s) for your company's Classification Unit(s). Also in the same section, the Personnel Count per Month should be completed for your

## Invite to SAFE Certified IOOs to tell us what would help you most re safety in field

Following review and analysis of the Forest Safety News survey, we are providing an open invitation to all Individual Owner Operators (IOOs) to tell us what SAFE Companies could do to provide you with more or better safety information tailored to your needs. While several IOOs commented about needing services/information/materials tailored to their IOO needs, no details were shared that could help us respond appropriately to create those materials to better support IOOs. So please, tell us more. This is an open invitation to all IOOs to drop us an email on what resource/tool/information you wish for most to best help support you and your safety. Email Martin Ridgway at [ridgway@bcforestsafesafe.org](mailto:ridgway@bcforestsafesafe.org) or call toll-free **1-877-741-1060**. 🍷

## Updated 2019 audit templates on web site

IOO, ISEBASE / SEBASE and BASE audit templates on the web site have all been updated to show 2019 on the title page, footer and contents. Please always download and use the current version each year. See: <http://www.bcfestsaesafe.org/safeco-audits>. Hard copies can also be mailed via Canada Post upon request. Call toll-free **1-877-741-1060** or email [safeco@bcforestsafesafe.org](mailto:safeco@bcforestsafesafe.org). 🍷

audit period, which is the 12 months before your audit date. So if your audit due date is May 31, 2019 your personnel count should be from June 2018 to May 2019. Total personnel count = owners + management + supervisors + workers + workers of dependent contractors. The personnel count is used to confirm your company's audit size and the months the company was operational for items such as safety or pre-work meeting minutes.

## Corrective Action Log

The Corrective Action Log (CAL) is used to track questions from the previous audit where a point was not awarded (referred to as Recommendations) and where improvements could be made, but a point was still awarded (referred to as Continual Improvements). A copy of the previous year's CAL is included in the Results Letter your company receives after the audit has been reviewed and passed. If you don't have a copy of your CAL and results letter, please contact the BC Forest Safety office and we can email another copy to you. The CAL is an excellent way to track improvements needed for your company's safety program and forestry operations (e.g. more inspections, assessments and maintenance) that the company employees and supervisors identify, but these items do not need to be included in the audit.

## Worker Training List

The worker training list or similar spreadsheet is used to track and ensure that all the company employees have the appropriate training and certifications including BC Driver's Licence class; first aid certification (e.g. Level 1 and 3); S100 or S100A – fire suppression and other wildfire courses; WHMIS; supervisory; and other related forestry and safety training (e.g. Wildlife Danger Tree assessor, blasting, surveyor). The training list should be updated on a regular basis to include new workers and their training; and updating existing employee's training with the date completed and expiry dates of certifications.

## Policies

There are three policies that are required to be submitted with certification and re-certification audits, Health and Safety; Discipline; and Personal Protective Equipment (PPE). The Health and Safety policy states the company's commitment to safety. It is preferred if the Health and Safety policy is reviewed and signed by management or ownership every 3 years on re-certification audits. The Discipline policy should be progressive. The PPE policy should describe in the detail the PPE requirements (e.g. caulked boots) and what the employee is responsible for providing. Many companies also have Workplace

Bullying and Harassment policies; Drug and Alcohol policies; and many other policies but these other policies are currently not required to be sent in with Small Employer audits.

## Emergency Response Plans (ERP)

A company should have a site specific ERP with a location description including GPS coordinates; access description; first aid attendants on site; location and type of first aid kits; emergency contact phone numbers and radio frequencies (channels); and an ERP with procedures for fire, injuries, fatalities and natural disasters. Natural disasters should include events that could occur in the company's area of operations including avalanches, erosion, landslides, flooding; tsunamis; and extreme weather events (e.g. heat, cold, heavy rain). Other procedures that have been included with the ERPs are maps; evacuation routes and procedures for helicopter, crew boat and road; and pre-medivac notification to helicopter companies of where work is happening that day and what the coordinates of the applicable helipads are.

The ERP has links to other parts of the audit including the first aid assessment which is used to determine the first aid supply and attendant requirements and working alone or in isolation procedures. 📍

# Tips to help the 1,200 companies sending in an audit by June 2019

If your SAFE certificate date is any time in January through June, you are one of 1,200 companies due to complete an audit by June 30 this year.

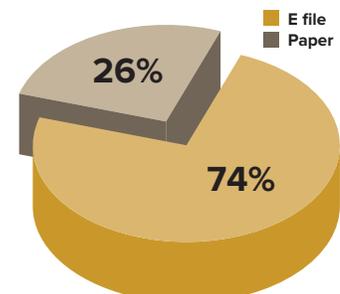
Before starting your audit, please review these steps to help prepare for a quick and easy audit process:

1. Who will perform the audit? Is the person a permanent employee? Has he/she taken the appropriate auditor training or refresher training? Was this training completed within the past three years so that a successful SAFE audit can be recommended for the WorkSafeBC Certificate of Recognition (COR) incentive? If you don't want COR, then only initial auditor training is required.
2. Gather the company's written safety plans, procedures and other safety related documents so they are easy to refer to while completing the audit.
3. Choose the right audit document to complete for the size of company here: <http://www.bcforestsafeco.org/safeco-audits>
4. Answer every question. If you leave a question blank, it is scored zero. If you do not pass (80% score or better) but still score above 70%, BCFSC will follow-up with you to allow you to address the deficiencies.
5. Set corrective action log (CAL) priorities based on level of hazard starting with the largest risk first. Review the CAL from last year's success letter and update if needed, assigning due dates and who is responsible. Include immediate action items as well as additional items for continuous improvement.
6. Completed audits can be uploaded, emailed to [audit@bcforestsafeco.org](mailto:audit@bcforestsafeco.org), couriered, mailed or dropped off at our Nanaimo office. Uploads ensure the fastest turn-around: <http://app.bcforestsafeco.org/upload/>
7. To check if your audit has been received, see the list which is updated every Friday: [http://www.bcforestsafeco.org/other/who\\_is\\_SAFE/SAFE\\_Companies\\_audits\\_submitted.pdf](http://www.bcforestsafeco.org/other/who_is_SAFE/SAFE_Companies_audits_submitted.pdf)

8. If you have an email address on file with us, you will receive your audit results via email. If you made a paper submission, a letter will be mailed to you via Canada Post. The average turnaround time is six weeks, but may be longer during peak periods such as after June 30th.

If you have any questions about your certification requirements, please call SAFE Companies toll-free **1-877-741-1060** or email [safeco@bcforestsafeco.org](mailto:safeco@bcforestsafeco.org). 📍

Audit Submission Methods



Over the last five years electronic submission of SAFE Company audits has increased from less than 45% to 74% which ensures the fastest turn-around.