

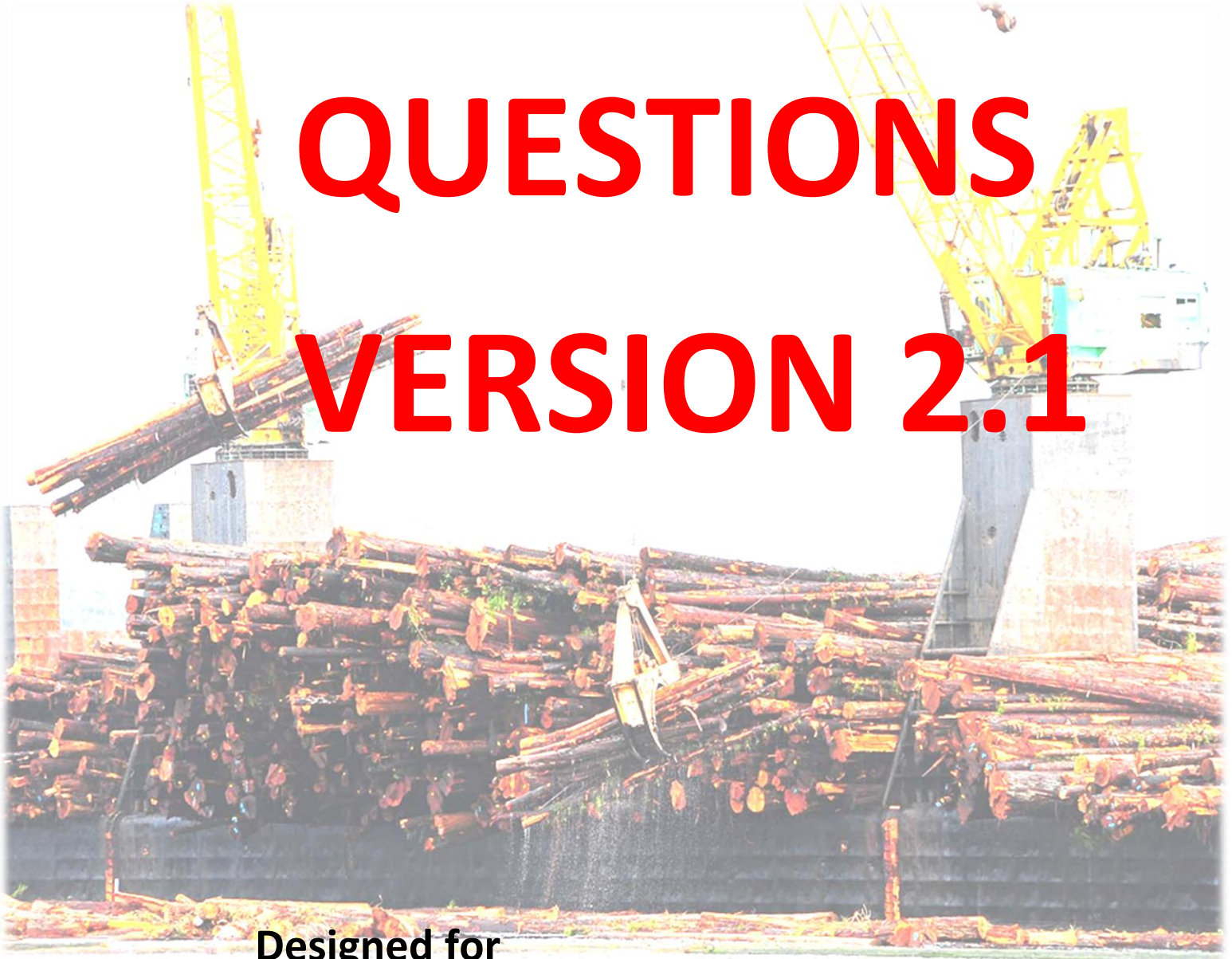


BC Forest Safety Council
Unsafe is Unacceptable

BASE AUDIT

QUESTIONS

VERSION 2.1



Designed for

- **large employers**
(20 or more employees and dependent contractors)

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Audit Guidelines

Audit guidelines are clear, written instructions on how to determine the type of information to be obtained (observation, documentation and/or interview), how to award the question (all or nothing, or partial award), and what to look for when determining whether the company has met the requirements of the question. Auditors must be certain that their findings are reproducible and valid in all cases. The Audit Guidelines are a separate document and must be consulted in performing the audit.

Audit Questions

A. MANAGEMENT LEADERSHIP – BASIC				
A1. Company Health and Safety Policies				
Question		Award		
A1.1	Does the company have a written health and safety policy that discusses health and safety responsibilities of management, supervisors and workers?	0	D	Total
			0,15	/15
A1.2	Is the current safety policy physically posted or made available to the workers?	0	D	Total
		0,5		/5
A3. Health and Safety Responsibilities				
Question		Award		
A2.1	Have specific safety responsibilities for all occupations been written and communicated to relevant workers?	0	D	I
			0,7	0,8
				/15
A2.2	Are supervisors monitoring the health and safety of all workers under their direct supervision?	0	D	I
		0-5	0-5	0-5
				/15
A2.3	Do supervisors know the applicable standards and required control measures when evaluating safety of work activities?	0	D	I
			0-5	0-10
				/15
A2.4	Are managers measuring and evaluating the performance of the company's safety program?	0	D	I
			0-8	0-7
				/15
A2.5	Are managers and supervisors leading by example and following the health and safety rules and procedures?	0	D	I
		0,10		0,10
				/20



BC Forest Safety Council
 SAFE Companies Program
 BASE Audit 2.1 Question Set

A. MANAGEMENT LEADERSHIP – BASIC					
A2.6	Have managers ensured that relevant health and safety regulations, industry safety codes of practice and safe work procedures are available to supervisors and workers?	O	D	I	Total
		0-12		0,3	/15
A2.7	Has a management review been conducted to identify opportunities for improvement and changes needed for the safety program?	O	D	I	Total
			0-10		/10
A2.8	Has management allocated the resources necessary for the safety program?	O	D	I	Total
				0-20	/20

A. MANAGEMENT LEADERSHIP					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		145			min 50%



BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

B. HAZARD IDENTIFICATION AND RISK CONTROL - BASIC					
	measures?	<input type="checkbox"/>	<input type="checkbox"/>	0,5	/5
B2.6	Does the company have a progressive enforcement policy to address safety non-compliance and is it being used by managers and supervisors where required?	<input checked="" type="checkbox"/>	D	I	Total
		<input type="checkbox"/>	0,5	0-5	/10
B3. Inspections					
Question		Award			
B3.1	Does the company have a site inspection program?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
		<input type="checkbox"/>	0,5	<input type="checkbox"/>	/5
B3.2	Does the inspection program outline what is to be inspected and the inspection frequency?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
		<input type="checkbox"/>	0-10	<input type="checkbox"/>	/10
B3.3	Are the inspections being conducted in accordance with defined frequency of the inspection program and regulatory requirements by a qualified individual?	<input checked="" type="checkbox"/>	D	<input type="checkbox"/>	Total
		<input type="checkbox"/>	0-10	<input type="checkbox"/>	/10
B4. Risk Management					
Question		Award			
B4.1	Are deficiencies being reported and the corrective/preventive actions being implemented in a timely manner?	<input type="checkbox"/>	D	I	Total
		0-10	0-5	0,5	/20

B. HAZARD IDENTIFICATION AND RISK CONTROL - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		180			min 50%



BC Forest Safety Council
 SAFE Companies Program
 BASE Audit 2.1 Question Set

C. STANDARDS, PROCEDURES AND WORK INSTRUCTIONS - BASIC						
C1. Safety Rules						
Question		Award				
C1.1	Does the company have general health and safety rules (other than safe work procedures or work instructions) for expected standards of safe work behaviour in the work place?	O 0-5	D 0-5	I 0,5	Total /15	
C1.2	Does the company have a PPE policy governing the selection, training, provision and maintenance of PPE in accordance with regulatory requirements and established risk control measures?	O 0-6	D 0-5	I 0,4	Total /15	
C1.3	Does the company have written standards or rules regarding alcohol and drug use/abuse and impairment by any means including fatigue?		D 0-2	I 0-3	Total /5	
C2. Regulatory Compliance						
Question		Award				
C2.1	Are worksite conditions in line with required company safety standards and regulatory requirements?	O 0-8	D 0-8	I 0-4	Total /20	
C2.2	Are workers complying with all company safety rules, manufacturer standards and regulatory requirements?	O 0-10		I 0-10	Total /20	
C2.3	Has a WHMIS program been implemented within the company?	O 0-3	D 0-5	I 0-2	Total /10	
C2. Standards and Work Procedures						
Question		Award				
C3.1	Are there written safe work procedures for all high risk routine and normal non-routine activities? Do these include ergonomic concerns?		D 0-15		Total /15	
C3.2	Are there written safe work procedures for transportation of workers to and from worksites? Are the worker transportation SWP's being followed?	O 0-5	D 0-5	I 0,5	Total /15	



BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

C. STANDARDS, PROCEDURES AND WORK INSTRUCTIONS - BASIC					
C4. Emergency Response					
Question		Award			
C4.1	Has a first aid assessment been done for each worksite in accordance with WSBC regulations?	0	D	I	Total
			0-5		/5
C4.2	Are the first aid personnel, supplies and equipment adequate for each work site?	0	D	I	Total
		0-15			/15
C4.3	Does the company have instructions within their safety program which direct first aid services? Do the first aid procedures clearly state how assistance is to be obtained by workers?	0	D	I	Total
			0-10		/10
C4.4	Are there written Emergency Response Plans (ERP's) for handling other potential emergencies relevant to the company's operations? Are workers on the site knowledgeable regarding the ERPs?	0	D	I	Total
			0-10	0-5	/15
C4.5	Are there communication devices readily available, such as whistles, radios and phones, so that assistance can be contacted when needed?	0	D	I	Total
		0,5			/5
C4.6	Are drills being conducted to periodically test the effectiveness of the ERP?	0	D	I	Total
			0-5		/5

C. STANDARDS, PROCEDURES AND WORK INSTRUCTIONS - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Basic		170			min 50%

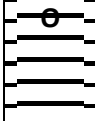
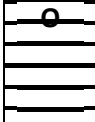
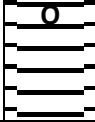
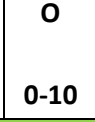
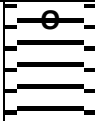
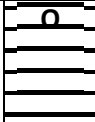
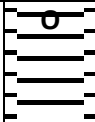
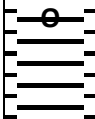


BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

D. TRAINING, EDUCATION AND CERTIFICATION - BASIC					
D1. Orientations					
Question		Award			
D1.1	Does the orientation program for employees and contractors meet regulatory requirements?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0	0-10	0,5	/15
D1.2	Are visitors given an orientation to the worksite, ensuring they have the correct information required so that they do not get injured during their time on the site or in the operation?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0,2	0,3		/5
D2. Training and Education					
Question		Award			
D2.1	Does the company ensure workers are competent before workers are permitted to perform their assigned tasks?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0	0-7	0,3	/10
D2.2	Is training being conducted with employees on an ongoing and as required basis?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0	0-5	0-5	/10
D2.3	Are members of the JOHSC provided with appropriate training to be competent in carrying out their duties and responsibilities?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0	0-5	0-5	/10
D3. Certification					
Question		Award			
D3.1	Are workers carrying their certification documentation and licenses with them where required?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		0			
		0-5			/5

D. TRAINING, EDUCATION AND CERTIFICATION - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		55			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

E. HEALTH AND SAFETY COMMUNICATION SYSTEMS - BASIC					
E1. Safety Meetings					
Question		Award			
E1.1	Are site safety/tailgate meetings being held on a monthly or more frequent basis with workers to discuss current and ongoing health and safety issues?		D 0-10	I 0,5	Total /15
E1.2	Are workers encouraged to participate in the safety/tailgate meetings?		D 0-5	I 0,5	Total /5
E1.3	Are safety/tailgate meetings consistently documented?		D 0-5	I 1	Total /5
E1.4	Does the company post or otherwise make available safety and JOHSC meeting minutes to workers?		D 0-10	I 1	Total /10
E2. Documentation					
Question		Award			
E2.1	Do managers and supervisors regularly share health and safety program performance information relevant to their operation with their workers?		D 0-5	I 0-5	Total /10
E2.2	Does the company have a safety document management system that enables safety program evaluation and assessment reports to be communicated or made available to workers and JOHSC members?		D 0,2	I 0-18	Total /20
E3. Health & Safety Committee					
Question		Award			
E3.1	Has a JOHSC been established with the functions of the committee clearly defined in the health and safety program?		D 0-20	I 1	Total /20
E3.2	Are the members of the JOHSC actively involved in the health and safety program?		D 0-10	I 0,10	Total /20

BC Forest Safety Council
 SAFE Companies Program
BASE Audit 2.1 Question Set

E. HEALTH AND SAFETY COMMUNICATION SYSTEMS - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		105			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

F. INCIDENT REPORTING AND INVESTIGATING SYSTEMS - BASIC					
F1. Incident Reporting					
Question		Award			
F1.1	Does the company have written requirements and procedures for the reporting and investigation of incidents? Do these include ergonomic issues?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
			0-15		/15
F1.2	Are incidents being reported to the company?	<input type="checkbox"/>	D	I	Total
		0,3	0,3	0-4	/10
F1.3	Are incidents being reported to the relevant authorities or agencies according to regulatory requirements?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
			0-10		/10
F2. Incident Investigating					
Question		Award			
F2.1	Are all reported incidents investigated by the company?	<input type="checkbox"/>	D	I	Total
			0,5	0-5	/10
F2.2	Have completed investigations focused on collection of evidence to the extent appropriate to the severity and risk of the incident?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
			0-10		/10
F2.3	Have completed investigations included a process to determine fundamental causes?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
			0-10		/10
F2.4	Are persons investigating incidents properly trained to do so?	<input type="checkbox"/>	D	I	Total
				0-15	/15
F3. Recommendations and Follow up Actions					
Question		Award			
F3.1	Is there a method of implementing the investigation recommendations?	<input type="checkbox"/>	D	I	Total
			0-5	0,10	/15

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

F. INCIDENT REPORTING AND INVESTIGATING SYSTEMS - BASIC					
F3.2	Is there a process to track the implementation of recommendations of the investigation? Is the process being followed?	<input type="checkbox"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>	0-5	0-5	/10
F3.3	Is there a written procedure for which personnel must review the investigation and follow-up reports?	<input type="checkbox"/>	D	I	Total
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>			
		<input type="checkbox"/>	0-5	0,5	/10

F. INCIDENT REPORTING AND INVESTIGATING SYSTEMS - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		115			Min 50%



BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

G. NON-PRIME CONTRACTOR MANAGEMENT - BASIC

G1. Selection Criteria

Question		Award			
G1.1	Has the company selected contractors that have met pre-qualification selection criteria that include safety?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0-10	0-3	/13
G1.2	Is there a requirement for non-Prime direct forestry Contractors to be SAFE-certified or recognized by any other Certifying Partner that the BCFSC has a reciprocity agreement with?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0,5	0,2	/7
G1.3	Has the company communicated (written and verbal) its health and safety program requirements to the contractor?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0-4	0-6	/10
G1.4	Does the company require its non-Prime contractors to only hire SAFE certified companies if permitted to hire sub-contractors?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0,5	0-5	/10

G2. Management

Question		Award			
G2.1	Does the company communicate to the contractor known and foreseeable hazards identified in the planning of the operations and include the Notice of Project?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0,5	0-5	/10
G2.2	Is there a regular monitoring process to ensure non-Prime contractors are performing in accordance with the required safety standards?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0-15	0-5	/20
G2.3	Does the company hold regular meetings with its contractors to review safety performance including non-conformance?	<input type="radio"/>	D	I	Total
		<input type="checkbox"/>	0-10	0-5	/15

G. NON-PRIME CONTRACTOR MANAGEMENT - BASIC

	Awarded	Available	N/A	Available – N/A	% awarded
Total		85			min 50%



BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

H. PRIME CONTRACTOR MANAGEMENT - BASIC					
H1. Selection Criteria					
Question		Award			
H1.1	Does the selection criteria include a determination of the qualification of the contractor to be a Prime Contractor?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
			0-10		/10
H1.2	Does the selection criteria include ensuring that the Prime Contractor has SAFE Companies certification?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
			0-10		/10
H1.3	Has the Prime Contractor agreement been signed off by both parties, and does the agreement clearly outline the authority and duties of the Prime Contractor?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
			0,10		/10
H2. Management					
Question		Award			
H2.1	Is the assigning party ensuring that the Prime Contractor duties are being carried out in accordance with the regulatory and company's safety program requirements?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
		0-2	0-4	0-4	/10
H2.2	Is there a requirement for the Prime Contractor to clearly identify themselves to all other contractors on the site?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
		0,5	0,5		/10
H2.3	Do contractors hired by the assigning party or directly by the Prime Contractor clearly understand the authority for site safety management of the Prime Contractor?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
				0,10	/10
H2.4	Has the assigning party ensured that it has properly informed their Prime Contractors of any known and foreseeable hazards?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
			0-10	0-5	/15
H2.5	Has the assigning party ensured that adequate and competent supervision is in place in the worksite, based on scope, complexity and risk associated with the site?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
			0,5	0,5	/10
H2.6	Has the assigning party ensured that the Prime Contractor has a designated health and safety representative for coordination of health and safety activities on the worksite?	<input type="radio"/> O	<input type="radio"/> D	<input type="checkbox"/> I	Total
				0,5	/5

H. PRIME CONTRACTOR MANAGEMENT - BASIC					
	Awarded	Available	N/A	Available – N/A	% awarded
Total		90			Min 50%



BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

I. INJURY MANAGEMENT / RETURN TO WORK PROGRAMS					
I1. Return to Work Policy, Management and Leadership					
Question		Award			
I1.1	Is there a corporate policy outlining the company's commitment to the IM/RTW?	O 0,10	D 0,20	I /30	Total /30
I1.2	Is there a written IM/RTW program with defined roles and responsibilities for all relevant groups?	O /20	D 0,10	I 0-10	Total /20
I1.3	Are case progressions and outcomes tracked?	O /10	D 0-10	I /10	Total /10
I1.4	Is there a process to implement the opportunities for improvement identified through the analysis of program outcomes?	O /15	D 0,10	I 0,5	Total /15
I1.5	Do case records support that identified opportunities for system improvement being implemented?	O /15	D 0-10	I 0,5	Total /15
I2. Resources, Education and Training					
I2.1	Have the duties of an IM/RTW coordinator been assigned and do the duties outline the authority to establish and implement RTW plans?	O /20	D 0,10	I 0,10	Total /20
I2.2	Does the IM/RTW coordinator have appropriate education and/or training for their duties?	O /30	D 0,15	I 0,15	Total /30
I2.3	Does the company have policies and procedures for IM/RTW case record security and retention periods?	O /10	D 0,10	I /10	Total /10
I2.4	Have relevant groups been trained in the IM/RTW policies, procedures (including Stay at Work) and privacy issues?	O /10	D 0-10	I /10	Total /10
I3. Stay at Work and Return to Work					
I3.1	Does the company have a written process (series of steps) for dealing with all IM/RTW cases and is this posted or made available to employees?	O 0,10	D 0-20	I /30	Total /30
I3.2	Does the company have a "Stay at Work" initiative as part of their IM/RTW program?	O /25	D 0,15	I 0-10	Total /25



BC Forest Safety Council
 SAFE Companies Program
 BASE Audit 2.1 Question Set

13.3	Does the company have alternate duties identified in writing and are supervisors aware that they can offer modified duties when required?	<input type="radio"/>	D	I	Total
			0,10	0-10	/20
13.4	Does the company have a procedure for initial and ongoing contact with an absent injured worker?	<input type="radio"/>	D	I	Total
			0,10	0-5	/15
13.5	Do case records support that the procedure for initial and ongoing contact with absent workers is being used?	<input type="radio"/>	D	I	Total
			0-5		/5
13.6	Is there a procedure to develop, approve, monitor and modify case specific IM/RTW plans?	<input type="radio"/>	D	I	Total
			0,10	0-10	/20
13.7	Do case records support that the procedure to develop, approve, monitor and modify case specific IM/RTW plans is being followed?	<input type="radio"/>	D	I	Total
			0-10		/10
13.8	Do case records support that all IM/RTW plans have planned progress review dates and end dates, where practical?	<input type="radio"/>	D	I	Total
			0-15		/15
13.9	Are workers and supervisors knowledgeable of the reporting process and requirements under workers compensation legislation?	<input type="radio"/>	D	I	Total
				0-10	/10
13.10	Do case records support that the different groups within the company worked together to support the goals of the IM/RTW case and program?	<input type="radio"/>	D	I	Total
			0-5		/5
I4. Communications					
14.1	Have IM/RTW policies and procedures been effectively communicated?	<input type="radio"/>	D	I	Total
			0,20	0-25	/45
14.2	Does the employer actively promote the benefits of the IM/RTW Program?	<input type="radio"/>	D	I	Total
			0-15		/15
14.3	Are new employees provided with information on the IM/RTW Program at a new employee orientation?	<input type="radio"/> or <input type="radio"/>		I	Total
			0,20		/20
14.4	Does that company have a process and written information package prepared to advise medical practitioners of the company's IM/RTW initiatives?	<input type="radio"/>	D	I	Total
			0-20		/20

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

I. INJURY MANAGEMENT / RETURN TO WORK PROGRAMS					
	Awarded	Available	N/A	Available – N/A	% awarded
I1. Policy, Management and Leadership		90			min 50%
I2. Resources, Education and Training		70			min 50%
I3. Stay at Work and Return to Work		155			min 50%
I4. Communications		100			min 50%
Total		415			min 80%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

LO. Technical Audit Module - Lockout					
Question		Award			
LO.1	Does the company have a written Lock-out/Tag-out program?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
		<input type="checkbox"/>	0-16	<input type="checkbox"/>	/16
LO.2	Does the company have written equipment-specific procedures?	<input type="checkbox"/>	D	<input type="checkbox"/>	Total
		<input type="checkbox"/>	0-5	<input type="checkbox"/>	/5
LO.3	Are the written procedures available to employees locking out equipment?	<input type="checkbox"/>	D	I	Total
		<input type="checkbox"/>		0-5	/5
LO.4	Are written procedures followed when performing lockout/tagout?	<input type="checkbox"/>	D	I	Total
		0,9		0-5	/14

SCORING SUMMARY - TECHNICAL AUDIT MODULE - LOCKOUT					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Lockout		40			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

CS. Technical Audit Module – Confined Spaces					
Question		Award			
CS.1	Has the company conducted a survey to identify confined spaces and identified those spaces as permit required or non-permit required entry?	0	D	1	Total
		0,10			/10
CS.2	Is there a written confined space entry/standard procedure?	0	D	1	Total
		0-5			/5
CS.3	Does the procedure address prevention of unauthorized entry into a confined space?	0	D	1	Total
		0,5	0,2	0-3	/10
CS.4	Are all employees and contractors entering a permit-required confined space trained?	0	D	1	Total
		0,2		0-3	/5
CS.5	Does the procedure establish the requirements for a confined space rescue team with annual drills?	0	D	1	Total
		0,2		0-8	/10
CS.6	Are the personnel who test the atmosphere trained?	0	D	1	Total
		0,2		0-3	/5
CS.7	Does the procedure require a trained attendant / stand-by person at the permit-required confined space entrance during entries?	0	D	1	Total
		0,2		0-3	/5

SCORING SUMMARY - TECHNICAL AUDIT MODULE – CONFINED SPACE					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Confined Space		50			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

WH. Technical Audit Module – Working at Heights					
Question		Award			
WH.1	Is there a written program for working at heights?	0	D	I	Total
			0,2		/2
WH.2	Does the program identify equipment and procedures workers are required to use when working at heights?	0	D	I	Total
			0,5		/5
WH.3	Does the program identify training requirements for workers who may be permitted or required to work at heights?	0	D	I	Total
			0-8	0,5	/13
WH.4	Is there a scaffold program and permitting system that ensures all scaffolds are built and used in compliance with regulatory requirements, if any scaffolds are or may be present?	0	D	I	Total
			0-3	0-2	/5
WH.5	Do workers know and follow the working at heights program?	0	D	I	Total
		0-10		0-5	/15

SCORING SUMMARY - TECHNICAL AUDIT MODULE – WORKING AT HEIGHTS					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Working at Heights		40			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

HW. Technical Audit Module – Hot Work					
Question		Award			
HW.1	Is there a written hot work procedure for all hot work by site employees and contractors?	<input type="radio"/>	D	<input type="checkbox"/>	Total
			0,5		/5
HW.2	Does this procedure require the use of a permit for hot work by workers and contractors?	<input type="radio"/>	D	<input type="checkbox"/>	Total
			0,5		/5
HW.3	Does the permit require the necessary safety information and are the permits being used correctly?	<input type="radio"/>	D	<input type="checkbox"/>	Total
			0-10		/10
HW.4	Does the hot work procedure include necessary fire control precautions?	<input type="radio"/>	D	<input type="checkbox"/>	Total
		0,10	0,5		/15

SCORING SUMMARY - TECHNICAL AUDIT MODULE – HOT WORK					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Hot Work		35			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

RP. Technical Audit Module – Respiratory Protection					
Question		Award			
RP.1	If mandatory respiratory protection is warranted by air monitoring results or by disease control prevention plans, is there a written respiratory protection program?	0	D	1	Total
			0-20		/20
RP.2	Are fit tests performed by a qualified person?	0	D	1	Total
			0,5		/5
RP.3	Are fit tests documented?	0	D	1	Total
			0-10		/10
RP.4	Are respirators correctly used, stored and maintained?	0	D	1	Total
		0-10			/10

SCORING SUMMARY - TECHNICAL AUDIT MODULE – RESPIRATORY PROTECTION					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Respiratory Protection		45			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

RA. Technical Audit Module – Camps and Remote Accommodation					
Question		Award			
RA.1	Is the camp situated in a reasonable location for safety and absence of hazards?	O	D	I	Total
		0-10			/10
RA.2	Are the camp standards being met for items such as food preparation, wash, drying, sleeping and sanitation areas?	O	D	I	Total
		0-10		0-5	/15
RA.3	Are the camp utilities such as power, potable water, sewage and laundry services appropriately provided?	O	D	I	Total
		0-10		0-5	/15
RA.4	Are camp facility and utility inspection records being kept as required?	O	D	I	Total
			0-10		/10

SCORING SUMMARY - TECHNICAL AUDIT MODULE – CAMPS AND REMOTE ACCOMMODATIONS					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Camps and Remote Accommodation		50			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

PL. Technical Audit Module – Working near High Voltage Power Lines					
Question		Award			
PL.1	Is there a written pre-work plan and site inspection process, including communication with the operator of the power line system?	O _____ _____ _____ _____	D 0,10	I _____ _____ _____ _____	Total /10
PL.2	Are minimum approach distances documented, followed and known by workers?	O 0,10	D 0-5	I 0,5	Total /20
PL.3	Are workers appropriately trained and qualified?	O _____ _____ _____ _____	D 0,5	I 0-5	Total /10
PL.4	Are approved insulated tools properly used, stored, maintained and tested according to regulation and manufacturer’s requirements?	O 0,5	D 0-5	I 0,5	Total /15
PL.5	Is there an appropriately trained rescue person available?	O 0,5	D _____ _____ _____ _____	I 0,5	Total /10

SCORING SUMMARY - TECHNICAL AUDIT MODULES – WORKING NEAR POWER LINES					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Working near Power Lines		65			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

CD. Technical Audit Module – Combustible Dusts					
Question		Award			
CD.1	Is dust accumulation managed to reduce the risk of combustion?	O	D	I	Total
		0,5	0-5	0,5	/15
CD.2	Are high risk areas identified and is entry to those areas restricted?	O	D	I	Total
		0,5	0-5	0,5	/15
CD.3	Are engineering controls and work procedures in place to control ignition sources in areas where combustible dusts may be present?	O	D	I	Total
		0,5	0-5	0,5	/15
CD.4	Are there written procedures for sequenced start-up and shut-down of dust producing and dust controlling processes and are workers aware of those procedures?	O	D	I	Total
		0,5	0-5	0,5	/10

SCORING SUMMARY - TECHNICAL AUDIT MODULE – COMBUSTIBLE DUSTS					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Combustible Dusts		55			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

CH. Technical Audit Module – Chemicals and Asbestos					
Question		Award			
CH.1	Are there written exposure control plans that are designed to first eliminate hazards, then control risks and finally protect workers in a hierarchy of controls?		D		Total
			0,10		/10
CH.2	Are there emergency response plans appropriate for personnel and environmental contamination? Are appropriate eye and body wash facilities and supplies readily available within required distances?		D		Total
		0-5	0-5		/10
CH.3	If required by the nature of the chemical, is health monitoring implemented appropriately?		D	I	Total
			0-5	0-5	/10
CH.4	Is there a full, up-to-date inventory of chemicals and other controlled materials		D		Total
			0-10		/10
CH.5	Has the chemical hazard been communicated in advance in writing to external emergency responders?		D		Total
			0,10		/10

SCORING SUMMARY - TECHNICAL AUDIT MODULE – CHEMICALS AND ASBESTOS					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Chemicals and Asbestos		50			min 50%



BC Forest Safety Council
 SAFE Companies Program
 BASE Audit 2.1 Question Set

MF. Technical Audit Module – Manual Tree Falling					
Question		Award			
MF.1	Is there a qualified supervisor? Does the supervisor have appropriate duties to allow a proper scope of supervision?		D	I	Total
			0,10	0-5	/15
MF.2	Are all the fallers in good standing with the Council and do they all have an appropriate level of qualification for the site?		D		Total
			0,10		/10
MF.3	Is there a documented falling plan with amendments? Is this signed by all parties?		D		Total
			0,10		/10
MF.4	Are there a documented block hazard assessments and hazard report forms for the dealing of specific identified hazards that are signed by all parties when falling on a block?		D		Total
			0,10		/10
MF.5	Is there a certified danger tree blaster available or are there other methods available to manage danger trees?		D		Total
			0,5	0,10	/15
MF.6	Has the supervisor correctly determined the level of qualified faller required?		D		Total
			0,10		/10

SCORING SUMMARY - TECHNICAL AUDIT MODULE – MANUAL TREE FALLING					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Manual tree falling		70			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

BASE AUDIT SCORING SUMMARY					
	Awarded	Available	N/A	Available – N/A	% awarded
A. Management Leadership		145			min 50%
B. Hazard Identification and Risk Control		180			min 50%
C. Standards, Procedures and Work Instructions		170			min 50%
D. Training, Education and Certification		55			min 50%
E. Health and Safety Communication Systems		105			min 50%
F. Incident Reporting and Investigating Systems		115			min 50%
G. Non-Prime Contractor Management		85			min 50%
H. Prime Contractor Management		90			min 50%
Total		945			min 80%

SCORING SUMMARY - TECHNICAL AUDIT MODULES					
	Awarded	Available	N/A	Available – N/A	% awarded
Technical Audit Module – Lockout		40			min 50%
Technical Audit Module – Confined Space		50			min 50%
Technical Audit Module – Working at Heights		40			min 50%
Technical Audit Module – Hot Work		35			min 50%
Technical Audit Module – Respiratory Protection		45			min 50%
Technical Audit Module – Camps		50			min 50%
Technical Audit Module – Working near Power Lines		65			min 50%
Technical Audit Module – Combustible Dusts		55			min 50%
Technical Audit Module – Chemicals and Asbestos		50			min 50%
Technical Audit Module –		70			min 50%

BC Forest Safety Council
SAFE Companies Program
BASE Audit 2.1 Question Set

Manual tree falling					
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1. INJURY MANAGEMENT / RETURN TO WORK PROGRAMS					
	Awarded	Available	N/A	Available – N/A	% awarded
11. Policy, Management and Leadership		90			min 50%
12. Resources, Education and Training		70			min 50%
13. Stay at Work and Return to Work		155			min 50%
14. Communications		100			min 50%
Total		415			min 80%