



Industry Training Program

The Industry Training program is a BC Forest Safety Council (BCFSC) program designed for Industry to train hand fallers at the worksite. As an approved administrator of the BC Faller Training Standard (BCFTS), the BCFSC is authorized to enter into an agreement with a qualified Industry Partner to deliver the BCFTS (see Appendix 1).

While the Agreement provides all the details, the highlights of the Agreement include:

Responsibilities of the Industry Training Partner:

- Must be SAFE Certified;
- Agrees to follow the BC Faller Training Standard (BCFTS) and WorkSafeBC Regulation;
- Agrees to have appropriate safe work procedures and business processes in place to ensure the safe delivery of the BCFTS;
- Agrees to ensure a Certified Falling Supervisor is overseeing the site and the training activities;
- Agrees to Council quality assurance as required;
- Agrees to send their designated trainer to the seven day Qualified Faller Trainer (QFT) course or use an existing QFT or QST;
- Understands that a BCFSC Falling Safety Advisor (QST) evaluator will conduct the thirty day equivalency assessment and formal sign off;
- Agrees to submit training records as per the requirements of the BCFSC.



Responsibilities of the Certified Falling Supervisor (CFS):

- Completes site preparation for field sites (e.g. block falling plan, emergency response plan, etc);
- Conducts regular worker inspections on the QFT or QST and the trainee;
- Coordinates quality assurance visits with the BC Forest Safety Council;
- Coordinates and documents transfer of responsibility for trainee to another approved QFT or QST if unavailable to complete the faller training for any reason.

Responsibilities of the Qualified Faller Trainer (QFT) or QST:

- Follows the Qualified Faller Trainer code of conduct;
- Follows the BC Faller Training Standard program, including but not limited to giving quizzes, completing all required training records/documents – daily notes, etc.;
- Completes safety meetings, hazard assessments;
- Conducts and scores Basic Chainsaw evaluation;
- Follows lesson plans and training materials;
- Trains only one new faller in the field at a time;
- Must train one new faller within one year of completion of the QFT course and at least one new faller every two years after that (applies to QFT's only).

Additional Requirements During Training:

- All documentation needs to be available for review at scheduled BCFSC Quality Assurance (QA) visits. The QA must be coordinated with the BCFSC as required;
- It is the company's responsibility to update the BCFSC to any changes to the trainee's personal information;
- It is the company's responsibility to notify the BCFSC immediately of any WorkSafeBC reportable incidents at the Industry Partner's worksite.



APPLICATION FORM – INDUSTRY PARTNER

IMPORTANT - PLEASE REVIEW THE ASSOCIATED INFORMATION PACKAGE THAT EXPLAINS THE REQUIREMENTS FOR INDUSTRY TRAINING IN DETAIL PRIOR TO COMPLETING THE APPLICATION.

NOTE: IN ORDER TO PROCESS YOUR APPLICATION, PLEASE ENSURE ALL BOXES ARE COMPLETED.

A. Personal Contact Information (complete fully and print clearly)

Legal Name of Company:		Trade Name or "Operating As" Name:	
Email <u>And/or</u> phone number of Company:			
Mailing Address (Street & PO Box if applicable):			
City:		Postal Code:	
Phone Number:		Fax Number:	
Contact Name:	Contact Cell Number:	Contact Email (if different than above):	
SAFE Certification #:		Certified Falling Supervisor Name:	
What is the company's future plans regarding training of new fallers using Industry Training?			

This form is to be completed and submitted to the BCFSC. Once all the requirements are confirmed and the BCFSC has approved the Industry Training Partnership, you will receive an acceptance letter for the industry training and a completed copy of the Industry Partner Training Agreement.

Send completed form to the BC Forest Safety Council by:

1. Email: faller@bcforestsafe.org
2. Fax: 250-741-1068
3. Mail: Attention: Industry Training Partnership Program
420 Albert Street, Nanaimo, BC V9R 2V7



INDUSTRY PARTNER TRAINING AGREEMENT

The Workers' Compensation Board of British Columbia ("Board" or "WorkSafeBC") has entered into agreements with various organizations to provide faller training and examination required to meet the requirements of the Occupational Health and Safety Regulation ("OHSR").

With regard to Forestry operation faller training, OHSR 26.22 states that:

- (1) A worker may not work as a faller in a forestry operation unless the worker receives training for falling that is acceptable to the Board and is certified in writing as a competent faller under this section.

Only organizations recognized by WorkSafeBC may issue faller certification meeting the requirements of 26.22(1) of the OHSR.

The BC Forest Safety Council ("The Council") is an organization recognized by WorkSafeBC and has been authorized to deliver faller training. The Council may enter into Industry Partner agreements with approved Industry Partners to deliver the faller training.

In order to be recognized, the Industry Partner must have a signed Industry Partner Training Agreement and agree to abide by the following Industry Partner Standards, the BC Faller Training Standard and the OHSR as amended from time to time. The Industry Partner Training Agreement will terminate on the date indicated in the agreement.

Industry Partner Standards

1. The Industry Partner shall:
 - a. Provide a safe learning environment for trainees, instructors and examiners. This will include ensuring all trainees, instructors and examiners are treated in a respectful manner, and the industry partner and approved qualified faller or trainer (QFT) will recognize the rights of each individual, regardless of gender, religion, racial origin, disabilities, socio-economic status or sexual orientation.
 - b. Comply with the BC Faller Training Standard and all BC Forest Safety Council administrative responsibilities for BC Forest Safety Council faller training. (Schedule A)
 - c. Comply with all applicable laws, including current and applicable requirements of the *Workers' Compensation Act*, the OHSR, Prevention Policy, and OHSR Guidelines.
 - d. Maintain WorkSafeBC insurance registration and remain in good standing with WorkSafeBC Assessments Department.



- f. Ensure that all of the equipment and materials as outlined in the minimum required training materials and equipment list for all approved BC Forest Safety Council faller training courses is available, and ready to use for every class and/or examination.
- g. In the event of complaints and/or inappropriate conduct by trainees, instructors or examiners, investigate and if warranted take appropriate corrective action and communicate directly with BC Forest Safety Council regarding the results of the investigation and actions taken.
- h. In the event that the company is sold or a change of ownership and/or partnership occurs, the BC Forest Safety Council must be notified and the company will have to re-apply for Industry Partner Training.

Disclosure of Information

2. The Industry Partner will, disclose to BC Forest Safety Council information described in the BC Faller Training Standard, including personal information BC Forest Safety Council considers necessary for the administration of faller training in British Columbia, and will obtain any consent necessary to disclose the required information to the BC Forest Safety Council.
3. The Industry Partner acknowledges that any information disclosed to BC Forest Safety Council will be subject to the *Freedom of Information and Protection of Privacy Act*.

BC Forest Safety Council Rights

4. BC Forest Safety Council has the right to inspect Industry Partners and to evaluate and audit the delivery of Faller Training conducted by the Industry Partner. An audit includes, but is not limited to; in-class and field observation of instruction, trainees, interviewing staff, instructors, and faller or equivalent trainees, a review of documents including but not limited to those related to instruction, training and competency evaluations.
5. BC Forest Safety Council reserves the right, at its sole discretion, to terminate this Agreement, revoke an Industry Partner's status, and take any other action if, in the opinion of BC Forest Safety Council, the Industry Partner has at any time breached any term or condition of the Industry Partner application form, the BC Faller Training Standard or this Industry Partner Training Agreement.
6. BC Forest Safety Council reserves the right to suspend the Industry Partner Training Agreement at any time. The reason will be discussed and reviewed and the Industry Partner will have sufficient time to remedy the situation identified.



Schedule A – Administrative Requirements for Industry Partners

BC Forest Safety Council Responsibilities:

- Delivers training and examination in accordance with the BC Faller Training Standard for WorkSafeBC (i.e. has authority to enter into agreement);
- Maintains records of trainees in the program;
- Maintains course completion records;
- Obtains a WorkSafeBC clearance letter of the Industry Training Partner;
- Arranges for a BCFSC Falling Safety Advisor (QST) to conduct the trainee's final exam and evaluation (after a minimum of 30 days of one-on-one training);
- Issues 30 day completion certificates;
- Issues Field Skills Record book;
- Conducts Quality Assurance during training (QST visit) once during each training program or as required;
- Maintains records of recognized Qualified Faller Trainer(s);
- Reserves the right to suspend training if Industry Partner obligations are not met;
- The Council will not be responsible for the trainer, trainee or Industry Partner's insurance or liability.

Industry Partner Responsibilities:

- Must be SAFE Certified;
- Carries, at a minimum, Comprehensive General Liability insurance in an amount of not less than \$5,000,000.00 per occurrence, or such greater amount as may be required by the Council. The Council must be named as an additional insured party;
- Carries Forest Firefighting Insurance of no less than \$1,000,000.00. The Council must be named as an additional insured party;
- Carries vehicle Third Party Liability Insurance of \$5,000,000.00. The Council must be named as an additional insured party;
- Submits a Notice of Project to WorkSafeBC and provides a copy to the Council;
- Submits a Notice of Faller Training to the Council for approval, prior to training commencement (e.g. trainee information, training field sites, dates of training, trainer information, certified falling supervisor information, etc);
- Trains only one new faller in the field at a time per QFT or QST;
- Engages the trainee as an employee for the entire duration of the minimum of 30 day one-on-one training program;
- Ensures the Council has current personal contact information for the trainee;
- Use only Council approved QFT's or QST's;
- Ensures the QFT or QST is scheduled on the same work days as the trainee, or have a documented process in place to delegate the training to another approved QFT or QST;
- If training is delegated to another QFT or QST, the Council must be notified in writing to ensure the QFT or QST is qualified;



- Agree to pay the Council for course materials as per Schedule B, as applicable;
- Submits all required paperwork to the Council prior to the commencement of training: including (but not limited to) prime contractor signoff, Notice of Faller Training, WorkSafeBC Notice of Project and Block Map with latitude and longitude coordinates;
- Agrees to Council quality assurance as required at the Industry Partner's site;
- Understands that it is the company's responsibility to notify the BCFSC immediately of any WorkSafeBC reportable incidents at the Industry Partner's worksite;
- Submits copy of completed training binder to the Council within 15 days of training completion;
- Understands that a BCFSC Falling Safety Advisor (QST) evaluator will conduct the 30 day equivalency evaluation and formal sign off;
- Ensures that a Certified Falling Supervisor (CFS) is overseeing the site and the training activities, the 30 day competency assessment and the formal sign off;
- Will provide an ETV with the following equipment; spine board, basket, level 3 kit and oxygen.

Certified Falling Supervisor (CFS) Responsibilities:

- Completes site preparation for field sites (e.g. block falling plan, emergency response plan, etc);
- Conducts regular worker inspections on the QFT or QST and the trainee;
- Coordinates quality assurance visits with the Council;
- Coordinates and documents transfer of responsibility for trainee to another approved QFT or QST if unavailable to complete the faller training for any reason.

Qualified Faller/Trainer (QF/T) Responsibilities:

- Must follow the Qualified Faller Trainer Code of Conduct.

Schedule B – Payment details

As part of the pilot development process, there is currently no cost for this program.