

# KABI LAKE FOREST PRODUCTS SAFETY OVERVIEW



## Health and Safety Details

1. Kabi Lake Forest Products has developed Safe Operating Procedures for all operations that they are involved in. These policies and procedures are available in hard copy and/or electronically if requested.
2. Below is the index from the Kabi Lake Forest Product's Safety Program. All procedures are available in hard copy and/or electronic format.

### **Policies & Procedures**

#### **Index**

#### **Company Profile**

#### **Safety Summary**

#### **Safety Vision & Policy**

#### **General Safety Policy Covers**

- **Personal Protective Equipment**
  - **Incident Reporting**
  - **Mounting & Dismounting**
  - **General Operations**
  - **Drugs & Alcohol**
  - **Disciplinary**
  - **Smoking**
  - **Housekeeping**
  - **Work Place Violence**
  - **Lockout Procedures**
  - **Defensive Driving**
  - **Danger Zone**
  - **Seat Belts**
  - **Radio Procedures**
  - **Manual Lifting/Carrying/Moving**
  - **Use of Tools/Equipment**
  - **Compressed Air**
  - **Fire Protection**
  - **Handling Hazardous Materials**
  - **Spill Containment and Reporting**
  - **Work Refusal**
- **Emergency Numbers**
  - **Cell Phone & No Pet Policy**
  - **Handling Hazardous Material**
  - **Spill Containment and Reporting**

# KABI LAKE FOREST PRODUCTS

## SAFETY OVERVIEW

### Machine Specific Procedures

- Truck Driver
- Pickup
- Chain Saw
- Feller Buncher
- Processor and Slasher
- Grapple Skidder
- Chipping Operation
- Delimber
- Bull Dozer
- Log Loader
- Grader
- Excavator
- Sand Truck
- Service Truck
- Rock Truck
- Belly Dump
- Dump Trucks
- Crusher
- Conveyor

### Misc. Procedures

- Office
- Emergency /First Aid
- Emergency Plan
- Bear Safety
- Working at Night
- Working Alone/Remote Area
- Working in Adverse Weather
- Working around Powerlines
- Working in a Blowdown
- Working with Pneumatic Tools
- Lifting with a Crane
- Towing Operation
- Fire Plan
- Propane Torches
- Welding Hazards
- Safe Handling of Hand Tools
- Compressed Air

# KABI LAKE FOREST PRODUCTS SAFETY OVERVIEW

## Misc. Procedures Cont

- West Nile
- Snowmobile Safety
- Bridge Lift
- Water Crossing
- EMS/ISO Package

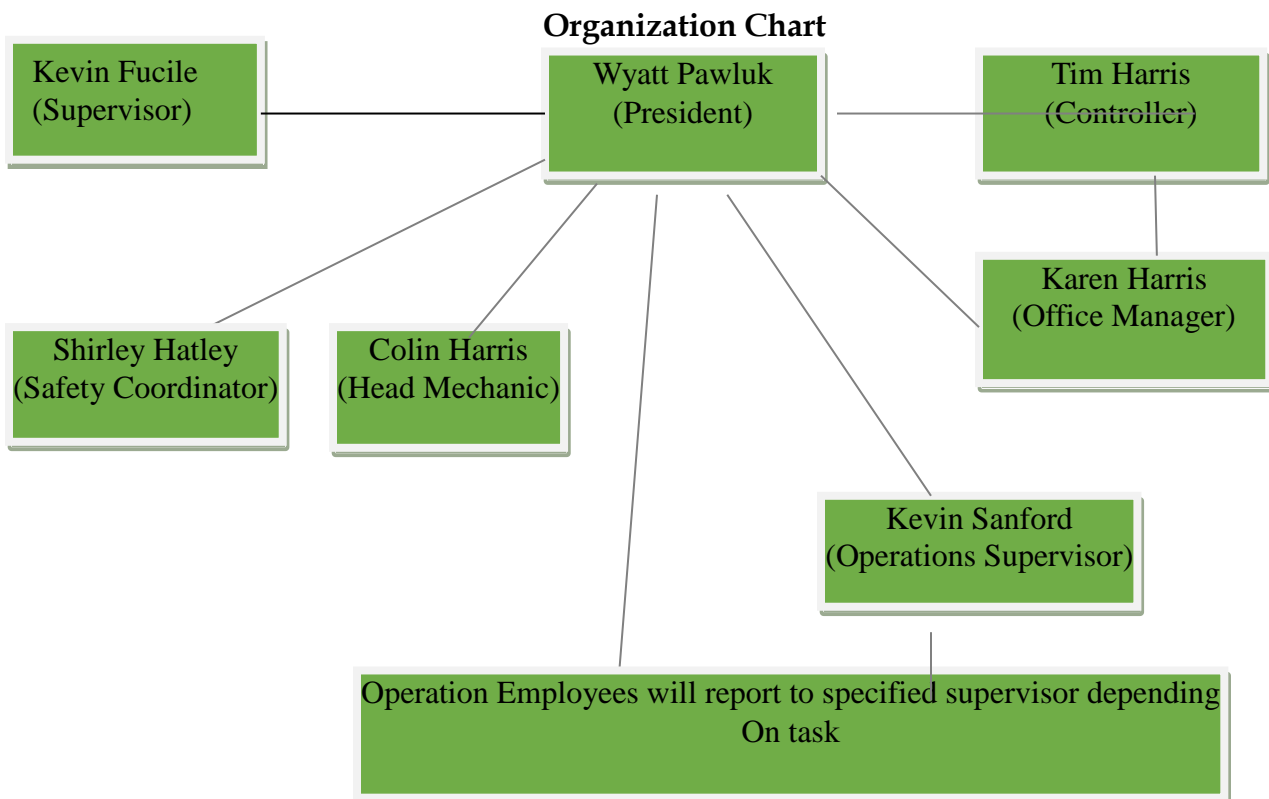
## Forms

Orientation/ Safety Audit

Near Miss Investigation/Incident Form

Quality Report/Manifest

3. Kabi Lake Forest Products has developed Safe Operating Procedures for all operations that they are involved in. These policies and procedures are available in hard copy and/or electronically if requested.
4. Below is the index from the Kabi Lake Forest Product's Safety Program. All procedures are available in hard copy and/or electronic format.



# KABI LAKE FOREST PRODUCTS SAFETY OVERVIEW

## Management and Engineering Staff

Wyatt Pawluk – President of Kabi Lake Forest Products with 20+ years as Manager and “hands on” business owner, also experience in operating and repairing heavy equipment.

Colin Harris – Chief Mechanic with 15+ years as licensed mechanic

Kevin Fucile – Civil Works Supervisor 20+ year’s civil construction experience. Has held positions as project supervisor/manager in various operations.

## Administration and Clerical

Karen Harris – Office Manager with 12 years’ experience with company's human resources and financial management

Tim Harris – Accountant/Controller

Shirley Hatley – Safety Coordinator with 7 years’ experience assisting in developing/monitoring safety programs

## Site Operatives

Kevin Sanford – Operations Supervisor with 20 years of experience in harvesting and logging

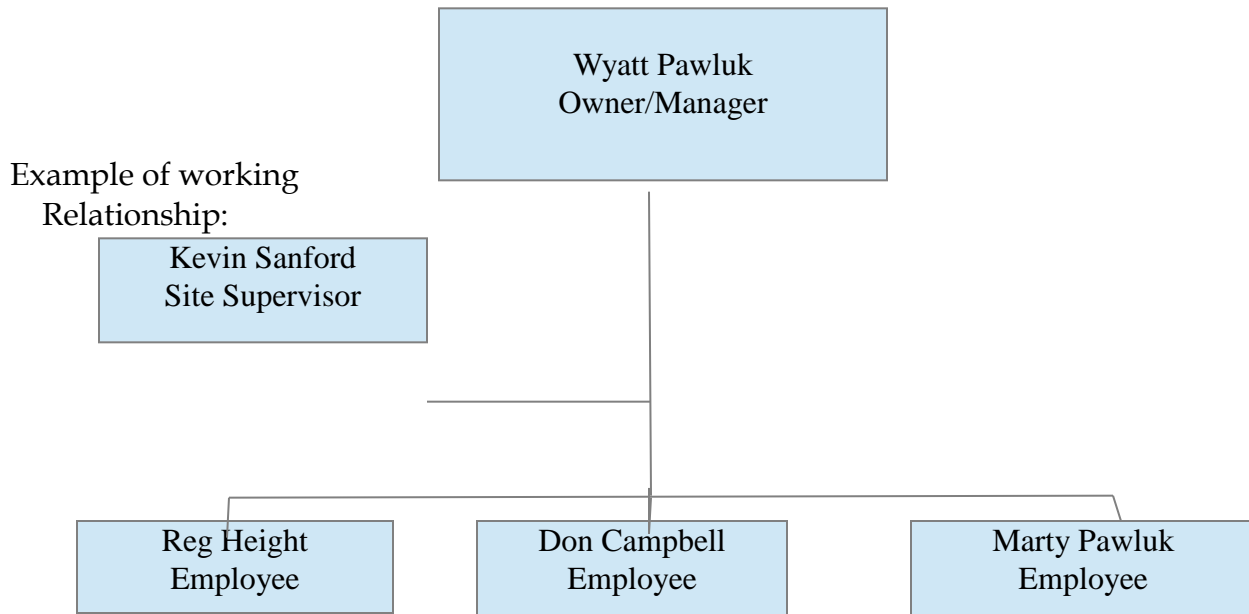
Reg Height – Employee with 15+ years experience operating heavy equipment

Don Campbell – Employee with 20+ years experience operating heavy equipment

Marty Pawluk – Employee with 15+ years experience operating heavy equipment.

Don Dumonski - Employee with 15+ years’ experience operating heavy equipment

# KABI LAKE FOREST PRODUCTS SAFETY OVERVIEW



Wyatt Pawluk – 20+ years experience as President of the Company with a “hands on” approach. Has experience operating and repairing heavy equipment and has supervised many large projects such as the Umbata Falls Hydro and Greenwich Wind Projects without incident. He has received training on JHSC certification levels 1&2. He has up to date WHMIS, First Aid, Fire Suppression S102, SP403 Fire Equipment Operator and Environmental Awareness Training.

Reg Height – 15 + years operating heavy equipment. Forestry Pit and Road/Mechanical Harvesting certified. He has up to date WHMIS, First Aid, Fire Suppression S102, SP403 Fire Equipment Operator and Environmental Awareness Training. Reg worked on the Umbata Falls Hydro and Greenwich Wind Projects without incident.

Don Campbell – 20+ years operating heavy equipment. He has a vast knowledge of road building and maintenance. Forestry Pit and Road/Mechanical Harvesting certified. He has up to date WHMIS, First Aid, Fire Suppression S102, SP403 Fire Equipment Operator and Environmental Awareness Training.

Marty Pawluk - 15 + years operating heavy equipment. Forestry Pit and Road/Mechanical Harvesting certified. He has up to date WHMIS, First Aid, Fire Suppression S102, SP403 Fire Equipment Operator and Environmental Awareness Training. Marty worked on the Umbata Falls Hydro and Greenwich Wind Projects clearing hydro lines with feller buncher and grapple skidder.

# KABI LAKE FOREST PRODUCTS

## SAFETY OVERVIEW

Don Dumonski - 15 + years operating heavy equipment. Forestry Pit and Road/Mechanical Harvesting certified. He has up to date WHMIS, First Aid, Fire Suppression S102, SP403 Fire Equipment Operator and Environmental Awareness Training. Marty worked on the Umbata Falls Hydro and Greenwich Wind Projects clearing hydro lines with feller buncher and grapple skidder.

Kevin Sanford – Operations Supervisor with 35 years of experience in harvesting and logging

### **Health and Safety Management**

The most senior person with overall responsibility of the H&S for all employees is the Company's President and Project Manager Wyatt Pawluk.

The safety coordinator for the company is Shirley Hatley – JHSC Certification Levels 1 WHMIS, First Aid, Workplace Inspections, Introduction to Safety Programs, Internal Responsibility System Awareness,

Formal orientations occur on a one on one basis as well as through monthly safety reviews on varying topics during meetings with the employees. All employees have access to Kabi Lake's Safety Policies and procedures whenever they wish to enquire as there is a complete hard copy available at the White River office.

If an employee is injured they are to report their injury to their Supervisor. He/she completes a Form 7 which then gets submitted to WSIB. If it is a critical injury, the injury is reported to MOL for them to assess whether they wish to investigate. All injuries/near misses are internally investigated to find the root cause and to make improvements to the safety program if necessary. These incidents are reviewed during JHSC and monthly H&S meetings with employees.

The following is taken from the Kabi Lake Forest Products safety policy for incident reporting:

#### “Incident Reporting

Any incident resulting in personal injury or damage to equipment is to be reported immediately to your supervisor. If medical treatment is required, the injured employee must immediately inform supervisor. The injured person should be accompanied by his/her supervisor. Failure to report incidents immediately may result in disciplinary action. The

# KABI LAKE FOREST PRODUCTS

## SAFETY OVERVIEW

supervisor will then contact the Health and Safety Coordinator who will file the necessary documents.”

An incident investigation form is also filled out and kept on file (this document is available upon request).

All employees are expected to wear the appropriate Personal Protective Equipment for the task that they will be performing. They are to maintain it in good condition so that it will be effective as it is the “last line of defence” in the event of an incident.

All employees are expected to perform their work duties in such a manner that it ensures a safe atmosphere for the entire workplace. Any contraventions to the safety program are to be reported so that the necessary actions can be performed to rectify the situation as promptly as possible.

Each employee is equipped with either a lock out tag and/or lock which they will use in the event that maintenance and/or repairs are required. Failure to adhere to the Company Lockout Policy will result in disciplinary actions.

Many of the operations that Kabi Lake is involved with require their employees to work alone for varying periods of their workday. During such times, they are to regularly call in to their Supervisor via truck radio and/or Satellite/Cell phone depending on availability of service. If service is unavailable and their task is one that will put the operator at risk, then they must work in pairs to ensure that if someone is injured they have assistance to give them the necessary treatment.

A minimum of 25% of the work force has both first aid and fire training. If a worker is injured they are given first aid treatment if safe to do so and if they require medical aid then either they are driven to a medical centre or an ambulance will be called and directed to the site. If the injured requires an ambulance and can be moved then they can be brought to the previously arranged location to be picked up. If an air extraction is required by means of a helicopter, the pilots will be directed to an evacuation site. These sites are identified for each workplace prior to operations occurring and then the sites are related to each worker. Before any worker begins work in an area, these sites are identified to them so that in an emergency they already know where they are to take the injured thus reducing any confusion during an incident. This results in faster response times for both the injured and those responding to the injured. Periodic reviews are given during safety meetings of these locations and how they are to respond.

# KABI LAKE FOREST PRODUCTS

## SAFETY OVERVIEW

All workers exposed to heights above 10 feet (3 meters) are to wear the proper fall protection equipment. Each employee is given Fall Protection training on a periodic basis and prior to use they are to inspect their harness for signs of wear, tears or fraying threads and materials. All fall protection equipment is inspected and is rated for use. All workers are responsible to ensure that they maintain their gear and that if they see any damage or excessive wear they are to contact their Supervisor so that the necessary action can be done to ensure the safety of the worker.

### Environmental Measures

Kabi Lake Forest Products is dedicated to ensuring that all their operations are performed in an environmentally sound manner. Each employee receives Spill Awareness Training and all equipment is equipped with a spill kit and fire extinguisher to meet TSSA and MNR requirements during the fire season (fire extinguisher and pack pump).

During any water crossing installations, sediment control and erosion protection measures are taken to ensure minimal impact to the site. Before any installation each employee reviews the step by step process that will be occurring prior to any excavation of material and/or any operation. The supervisor ensures that each person present is fully aware of their task before the operations occur to ensure the least amount of impact to the site.

During any water installation, care is taken to ensure that all erosion protection materials are on site prior to the operation to minimize any negative impacts.

All spills are cleaned and any spill larger than 20 L are internally documented and spills greater than 100 L are reported to the MOL. Any and all spills that impact a water course are immediately reported to MOL.

Here is an excerpt from the Kabi Lake Safety Procedure for Spills:

*“The definition of a spill is “an unusual or unintentional discharge of a contaminant into the natural environment in an amount that may cause an adverse effect”.*

Care must be taken when fuelling and repairs are made to ensure that hydraulic oil and fuel are not spilt onto the ground. Preventative maintenance can help reduce the chances of spills occurring from hydraulic hoses by visibly looking for worn hoses, cracks in fittings, small leaks, etc. While fuelling stay by the nozzle to ensure that the fuel does not overflow and spill onto the ground.

If in the event that there is a serious spill, tend to the injured worker first; otherwise when a spill is identified take the following immediate actions to contain the spill:



# KABI LAKE FOREST PRODUCTS

## SAFETY OVERVIEW

**STOP THE SOURCE** – turn off valves, emergency shut off switches on machine, upright overturned pail or container, etc. Place empty hydraulic pail or other container under spilling source to minimize the amount of hazardous material to contaminate the environment. Use “Plug n Dike” from spill kit to fill any holes temporarily. The quicker the response to the spill will greatly affect the quantity and severity of the spill!

**CONTAIN THE SPILL** – create dykes, trenches, build dams, if necessary, to reduce the amount of contamination to the environment. Use “socks” and/or absorbent pads to soak up and keep oil in localized area.

**RECOVER THE SPILLED MATERIAL** – Wear appropriate personal protective equipment (neoprene gloves, safety goggles) provided in spill kit when recovering contaminated material. Place contaminated material (absorbent pads, soil) in garbage bag provided in kit or empty hydraulic pail then dispose of at approved landfill site.

**REPORT SPILLS TO SUPERVISOR** - Clean all spills! Spills greater than 20 L must be documented internally and any spills greater than or equal to 100 litres must be reported to **Ministry of Environment Spills Action Center at 1(800) 268-6060**.

*Spills that have a potential to:*

*Impair water, air and land quality*

*Injure, damage or cause harm to property, plant, animals or humans*

*Impair safety, enjoyment of use of property or interfere with normal conduct of business*

**By law, Spills MUST be reported! IF IN DOUBT, REPORT IT!**