Chapter 14: Inspections and Monitoring

Introduction

The Provincial FLNRORD Safety Management System provides provincial standards and direction, as well as example templates forms and checklist tools. BCTS is co-located with other FLNRORD operations. The overall workplace inspection program is a collaborative effort at workplaces engaging all branches and departments as well as all staff, occupational health and safety committees. We are guided in the development of our local workplace inspection programs by the FLNRORD-SMS Workplace Inspection Guide, collective agreements and regulation.

Inspection and Monitoring Reports

Project Work Plan and Hazard Assessment Checklist 14-1

This checklist is provided to support the planning and completion of field projects via BCTS staff and inspection of remote accommodation used by BCTS staff. It is intended for use when the number of or nature activities associated with the project warrant site specific review of hazards and protocols to ensure completion of the project in a safe manner. It is expected that at commencement of the project and likely on the project site, the highlights of checklist will be discussed among the BCTS staff undertaking the project.

Camps and Remote (Non-Commercial) Accommodations Used by BCTS

This section addresses BCTS staff use of accommodations. It includes situations like travel trailers, marine vessels and other employer's camps. BCTS should review information on these facilities before use. Our facilities undergo routine maintenance and these records contribute to our diligence. Uncertain information should prompt alternative arrangements. Review of the camp conditions should be recorded upon arrival to inform future BCTS activities. Camp owners may provide records which will inform this review. Staff should consider four key attributes being: domestic water supply, food preparation, waste management, general condition and location of the facility. If irresolvable concerns exist, staff should report to their supervisor and arrange alternatives as soon as possible. The objective is to protect BCTS staff in cooperation with the owner of the facility, not to pass judgement on the facility regarding any regulatory requirements. BCTS does review some silviculture camps as part of our contract conditions intended to ensure our projects are successful and to assist Ministry of Health. Any concerns should be made known to other FLNR staff at our workplace.

Mobile Equipment Operator Guide

This guide is used by staff undertaking operator inspections which augment a rigorous mechanical inspection regiment. Individual operators may use this

guide on a daily basis as a checklist and should do a safety inspection before using the equipment as per safe work practices and in consideration of the rigour of mechanical inspections being undertaken.

Any time the equipment needs repair or is not safely or mechanically usable during the daily monitoring; the deficiency must be reported to ensure repair. Consideration should be given to locking out the use of the equipment from other staff to ensure safety of others.

Reports

Copies of inspection reports and records should be sent to the manager of the business area or headquarters director, the supervisor in charge of the job, the JOHSC and the business area safety contact for recording and tracking. A copy of BCTS inspections may also need to be sent to the FLNRORD District Manager or identified party to ensure corrective action and adhere to the terms of service agreements.

Inspections and Monitoring of Timber Sale Licences and Contracts

The direction provided in this chapter applies only to BCTS employees, equipment and procedures and process. BCTS monitoring and inspections of contractors and timber sale licence holders are discussed in Chapters 18, 19, 20, 21 and 22.

Local Procedures

Each Local workplace will need to expand the inspection matrix Appendix A to ensure all equipment and facilities have defined inspection requirements. BCTS will need to ensure its interest and operational needs are considered in this process.

Forms and Checklists

- Appendix 14-1 Project Work Plan and Hazard Assessment Checklist 14-1
- FLNRORD Mobile Equipment Operator Guide
- FLNRORD Inspection Standards Appendix