

# Weyerhaeuser Grande Prairie Lumber Safety Orientation

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# Agenda

## Part 1 - Safety Orientation

- Safety Vision & Policy
- Site Rules
- Site Safe Practices
- Emergency Practices
- Environmental Information
- Quiz

**You must have the Grande Prairie Lumber Safety Orientations and WHMIS 2015 training prior to performing work on site.**

# Introduction

- **Why are you here?**
  - To understand our safety and environmental expectations while you perform work on our site.
- **When on our site we expect you to follow:**
  - All legal requirements.
  - Our safety rules, safe practices and safe operating procedures.

**Be a truly safe  
place to work.**



# Safety Values

- **Our Safety Values are reflected in all behaviors:**
  - **Nothing we do is worth getting hurt.**
  - **All incidents are preventable.**
  - **Our commitment to safety is based on caring.**
  - **Safety can and must be managed.**
  - **We are personally accountable for our own safety**
  - **Safety is a condition of employment.**

**Injury Free is Not an Option - It is An Expectation**

# Safety policy

- **Safety Policy**

- Based on caring about ourselves, our families, business partners, customers, suppliers, visitors and community.
- Establish and follow safe operating procedures. Includes complying with all applicable laws, regulations and corporate policies.
- Replicate best practices wherever possible.
- Every employee has the right and more so, the obligation to refuse work they believe to be unsafe.

# ANTI-HARASSMENT & WORKPLACE CONDUCT POLICY

- Harassment is any unwelcome conduct based on an individual's gender, race, color, religion, national origin, age, disability, sexual orientation, or other statutorily protected characteristics.
- Weyerhaeuser will not tolerate any type of harassment or inappropriate workplace conduct and will take immediate and appropriate corrective actions when it is determined that these behaviors occurred.
  - Harassment can be either explicit or implicit.
  - May be one event or a series of events.
  - May consist of verbal, physical, sexual or visual contact that is unwelcome.
  - May include but is no limited to: derogatory racial comments, sexual jokes, slurs concerning national origin, unwanted physical contact, derogatory posters or inappropriate cartoons, drawings, calendars, letters, e-mails or notes.
- This policy applies to all employees and contractors.



# General Site Safety Rules

- Do not run or indulge in any form of horse play.
- Smoking/vaping (e-cigarette) is only permitted in **designated outdoor** smoking areas.
- Disposable butane lighters are not allowed in process and maintenance areas.
- Never use compressed air, regardless of psi, to clean dust from skin or clothing.
- Stay on walkways and approved access ways such as ladders, scaffolds and platforms. Do not climb over, or stand on, handrails, guards, chain ways, pipes, valves, equipment or other materials.
- Maintain three-point contact when climbing the stairs, take one at a time and keep one hand on the handrail.
- Use of cell phone, while operating a vehicle, walking, taking stairs or moving through the site is prohibited. Hands free cell phone use while driving on company property, is acceptable.



# General Site Safety Rules (cont'd)

- **Fire Awareness**

- Pull the fire alarm in the event of a fire. **Call 911** and attempt to extinguish the fire, only if safe to do so. Always have more than one escape route. Report immediately and complete an incident report.
- Refrain from using fire hoses in any non-emergency situations as they will activate the potable water alarms. Fire suppression activities will be planned prior to work.

# General Site Safety Rules (cont'd)

- **Driving on Site**

- **When driving, come to a full stop at all railway crossings. When driving or walking, yield the right of way to all trains 60 meters (200 feet) or less from the crossing.**
- Adhere to rules of the road. Driving on the right side, aware of all traffic.
- When approaching any gate, ensure it is safe to proceed through
- Wait for any vehicle in front of you to go through the gate, and wait for the gate to come down before proceeding to enter the gate code or using the CHUBB card
- Max speed when passing through the gate is 15km/hr

# General Site Safety Rules (cont'd)

- **General Clothing Requirements**

- Long pants (No shorts)
- T- shirt or long-sleeved shirt (No tank tops or muscle shirts)

- **Entanglement Avoidance**

- Attached hoodies are not allowed in process areas or while you do work. May be worn to/from work, but not while you work.
- Hair longer than 6" must be tied back, tucked in and or restrained by hard hat.
- Loose or dangling jewelry/clothing is not permitted
- No rings unless covered by tape or gloves.
- Watches must have a non-continuous band (Velcro is a continuous band). Site allows metallic bands, providing you're not working on electrical equipment (conduction) or live laser equipment (refraction).

# PERSONAL PROTECTIVE EQUIPMENT

The following PPE is required and will always be worn on site, including all areas within mill boundaries.

- Hard Hat
- Eye Protection
- Safety Footwear
- Hearing Protection
- Gloves
- Reflective vests

**THINK**  
**SAFETY FIRST**  
**WEAR**  
**PERSONAL**  
**PROTECTIVE**  
**EQUIPMENT**

***INSPECT ALL PPE PRIOR TO USE***

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# PERSONAL PROTECTIVE EQUIPMENT

- **HARD HAT** must be:
  - CSA approved Class 1 hard hat.
  - Worn at all times on site, including outdoor areas within mill boundaries (excluding offices/admin area).
  - Worn as designed in conjunction with the manufacturer's specifications.
  - Well maintained and in its original condition.



**INSPECT ALL PPE PRIOR TO USE**

# PERSONAL PROTECTIVE EQUIPMENT

- Eye Protection



- Must be CSA/ANSI approved (Z87.1)
- **Worn at all times on site, including outdoor areas within mill boundaries (excluding offices/admin area) .**
- Attached rigid side shields are required on prescription safety glasses
- Must have clear lenses for use inside buildings.
- **Must be worn in the front seat of all vehicles(driver and passenger).**
- When grinding, a face shield must be worn in conjunction with safety glasses or goggles worn underneath.
- When using a compressed air wand or blowing down in small spaces, debris may fly towards the person, either goggles/face shield with safety glasses or full-face mask, must be worn.

**INSPECT ALL PPE PRIOR TO USE**

# PERSONAL PROTECTIVE EQUIPMENT

- Safety Footwear



- CSA approved Class 1 footwear (green triangle)
- Worn at all times on site, including outdoor areas within mill boundaries.
- Above ankle height
- In good condition, free from any holes, tears and any other damage.

**INSPECT ALL PPE PRIOR TO USE**



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# PERSONAL PROTECTIVE EQUIPMENT

- Hearing Protection



- A minimum Class A single hearing protection must be worn in process areas at all times during production time.
- Hearing protection must not be modified at any time.
- **Single** protection required in all areas **85 dBA** or greater.
- **Double** protection (**ear plugs and ear muffs**) is required when spending > than 30 minutes in areas at 100 dBA or greater.
- Double protection is required in areas of 105 dBA or greater, regardless of your exposure time.
- Double hearing protection must be worn when using compressed air for blowdown.

***INSPECT ALL PPE PRIOR TO USE***



# PERSONAL PROTECTIVE EQUIPMENT

- Gloves



- Gloves are required when using any hand tool, pike pole, process tool, power tool and handling wood or metal.
- Use the correct Glove for the job (cut resistant gloves are required for any task on site):
  - Leather, cut resistant gloves when handling wood.
  - Cut resistant gloves when working with sharps (knives, blades, Saws) and metal.
  - Chemical gloves may be required when using certain chemical (refer to SDS)

**INSPECT ALL PPE PRIOR TO USE**

# PERSONAL PROTECTIVE EQUIPMENT

- **Reflective vests or stitching** are required outside buildings, on and off the tour route.
- **At minimum, all visitors must wear reflective vests.**
- **Sash style hi vis vests are not allowed on site.**



# Safety Absolutes

- **There are three (3) SAFETY ABSOLUTES in our Unit**
  - **Lockout**
  - **Fall Protection**
  - **Tampering with a safety device**

Not following these rules could result in severe injury or death. We won't allow this to happen, which is why any violation will result in immediate discipline.



# Safety Absolutes

- **Lockout**

- **General**



- Anyone needing to enter or work in a process **must** lock out that process.
- They will always use their personal locks and remain in personal control of their key.
- Personal locks will be identified with your **name and phone number**.
- **Only the lock owner can place or remove a lock (personal control).**
- Double lockout verification is required on all lockouts.
- Tests starts must be performed personally or confirmed.
- **Never** test start a piece of equipment if it has already been locked out by another individual. Confirm the test start is valid with that individual prior to entering. Confirm zero energy has been achieved.



# Safety Absolutes

## – Lock box

- Is used when many locks are required to isolate a process.
- Equipment is locked out by **2 qualified Weyerhaeuser individuals**.
- A lock box document sheet is created and used for process
- **Anyone entering the area must place their personal lock on the lock box. Only then, will they gain personal control.**
- **Confirm the seal matches the number on inside sheet.** If seal and noted number do not match not, do not use the lockbox and inform your Weyerhaeuser contact.

**\*ALL LOCKS MUST BE REMOVED or TAGGED PRIOR TO LEAVING SITE\***

# Safety Absolutes

## • Fall Protection

- Fall protection is required when working over 4 feet above floor level with no handrail present or any height over operating machinery.
- Fall restraint is required when < 10'.
- A body harness c/w shock absorbing lanyard is required when > 10'
- Fall protection is required when operating man lifts, aerial work platforms or genies, tying off to minimize your fall & above waist height where possible.
- Anchor point must support 5000 lbs.
- All fall protection equipment must be inspected prior to use.
- Walking surfaces and footwear must be inspected for oils and debris. Note your control measures on your FLHA.
- Secure area below with ropes and signs.
- If using fall protection, you are required to read the site **Working at Heights** program in its entirety.
- A rescue plan is required when using fall protection. Rescue plan forms can be found in Care Card booklets or Working at Height Program.



# Safety Absolutes

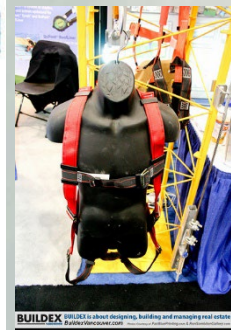
- **Tampering with a safety device.**

- Under no circumstance is it OK to tamper with any existing safety devices on site or fail to use safety equipment as intended.
- Examples include but are not limited to:
  - Removing or altering safety signage.
  - Removing or altering barriers.
  - Tampering with lockout equipment
  - Hiding defects in safety equipment
  - Removing safety equipment from site
  - Failing to use your seatbelt.



# Specialized Training

- If you are doing any specialized job, you must have received certified training by a certified trainer in order to perform any of the following tasks onsite. A copy of a valid training certificate must be provided prior to commencing work.
- Examples include but are not limited to:
  - Operating any aerial lift.
  - Operating any crane or hoist.
  - Operating a chainsaw.
  - Confined space entry.
  - Fall protection.



# Safe Practice Review

- Weyerhaeuser GP lumber has safe practices that outline expectations and steps to follow based on Corporate and Regulatory requirements.
- Ensure you read the detailed Safe Practice document for activities that you are going to be doing while on site.
- This information will be provided by your Weyerhaeuser contact.

# Safe Practices (cont'd)

- **Chemicals**

- All chemicals used on site must be approved through the chemical approval process, **this applies to employees and contractors**. Only use chemicals identified with a WHMIS label.
- Safety Data Sheets are available via computer (3E) and paper copies are in the First Aid rooms in Lumber, ask your contact for further information.
- Lumber primary chemical hazards are: Oils, de-pitching solvents, paints and inks.
- If you have any questions regarding chemical use, ask your Weyerhaeuser contact.





# Safe Practices (cont'd)

- **Vehicle Safety**



- Must be licensed.
- Use headlights.
- Follow posted speed limits – 30 km/hr. unless otherwise posted. Adhering to rules of the road, always.
- Seat belts are mandatory.
- Safety glasses are mandatory in front seat for both driver and passenger.
- Refer to Grande Prairie Lumber traffic route map for designated vehicle safe routes.
- Key card access is limited to one card per vehicle.
- Weyerhaeuser reserves the right to perform a random search of any vehicle brought on site.



# Traffic Route Map



Weyerhaeuser  
 GP Lumber  
 Traffic Route  
 Map  
 Rev. 8.1



**Radio Call Procedures:**

- Identify, Request Access & Define route.
- Verbal confirmation required before entry, includes approver and requester identification.
- Report when clear of area.

**LEGEND**

- Vehicle Designated Route (Solid Green Line)
- Radio contact not required (Dashed Green Line)
- Pedestrian Traffic (Dashed Blue Line)
- Radio call designated route (Solid Yellow Line)
- Use radio call procedures (Dashed Yellow Line)
- Lumber truck route only (Dashed Red Line)
- Sawmill Reman Route (Dashed Purple Line)
- Stop Locations (STOP sign icon)
- Crosswalk Push Button (Lightbulb icon)



## Safe Practices<sub>(cont..)</sub>

- Pedestrians must yield the right of way to traffic.
- Wherever possible, use personnel doors for entry/exit, not overhead doors.
- Mobile equipment must stop and beep two times when entering or exiting a building.
- At signed pedestrian crosswalk intersections, vehicles must yield the right-of-way to pedestrians.
- At flashing light pedestrian crosswalk intersections, the pedestrian **must** (day or night):
  - Look both ways and confirm the intersection is clear
  - Activate the cross-walk light, then cross.
  - When the controlled crosswalk light is flashing, traffic must stop.



# Safe Practices (cont'd)

- Mobile Equipment will choose to yield the right-of-way to pedestrians by;
  - Stopping
  - Visibly lowering grapple or forks.
  - Daylight hours; a hand wave and/or two beeps of the horn.



# Safe Practices<sub>(cont..)</sub>

- **Hand Tools**

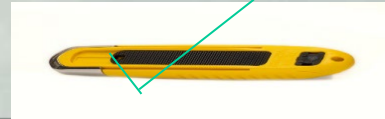
- Visually inspect tools before each use. Do not modify, attempt to alter or repair.

- **Force Management**

- When using hand tools consider what will happen if the tool slips (i.e. knuckle bangs)
- Keep yourself out of the line of fire.
- Consider what you are moving or lifting and if it drops, where your hands, fingers and/or feet are, and will they be pinched by or between.

- **Open Blade Knives**

Use must be approved (with an exception). Only retractable knife use is permitted. Cut resistant gloves are required when using any knife.



# Safe Practices (cont'd)

- **Ladders**

- Maintain a minimum of 3-point contact when ascending and descending.
- Inspect before use. Do not stand on the top 2 rungs.
- Work over 6' up on a ladder, requires fall protection/tie off.
- Use wood, fiberglass or plastic ladders when working around electrical equipment.
- Do not place or store material at the bottom of a ladder. This could create a slip, trip, fall risk.

- **Scaffolding**

- Never place tools or materials inside a scaffold pole or near the bottom of the scaffold ladder. This too could create a slip, trip, fall risk.
- Scaffolds must be tagged and constructed by qualified scaffolders.
- Never access a scaffold without a tag and it must have been inspected within the last 21 days.



# Safe Practices (cont'd)

- **Housekeeping**

- Proper housekeeping is to be always adhered to.
- Work area is to be returned to a normal state at the completion of a job.
- All tools are to be returned to proper storage areas.
- All debris must be properly disposed of.
- Continually assess work area for hazards posed by debris, work materials or tools.

- **Slip, Trip, Fall hazards**

- Keep work area free of potential STF hazards. Continually assess if any item in the area may pose these hazards.
- Keep air hoses, tools etc... clear of stairs and do not place anything at the bottom of any stairs.

# Safe Practices (cont'd)

- **Rigging**
  - Only qualified individuals may rig or use rigging equipment.
  - Slings must be inspected before each use.
  - Rope off and post signs in rigging areas.
- **Roof Safety**
  - Fall protection required when within 10' of an unguarded edge (unless handrail is present).
  - Material must be secured to prevent wind from dislodging it.
- **Cross-hatched areas (yellow & black lines) on a walkway indicates a hazardous area. You may pass through but do not stop.**

# Safe Practices (cont'd)

- **Compressed Gas**
  - Only trained, qualified & experienced personnel will handle compressed gas cylinders. Cylinders must be secured to a solid object (no handrail) and turned off when not in use. Cylinder valve protection must be installed during transport and when the cylinders are not in use.
- **Confined Space (Planned and scheduled work)**
  - **You must have a confined space permit; tank watch posted and sign in on the entry log prior to entry.**
  - **Some confined spaces have numerous open access ways. ONLY access the space at the location with the assigned tank watch.**
- **Lasers / Laser Pointers**
  - Use of a laser/laser pointer stronger than 3B, requires authorization from the Laser Safety Officer (Lou Desmarais).



# Safe Practices (cont'd)

- **Restricted Access**

- Locations are labeled, and only **trained workers** may **enter**.
- In Grande Prairie Lumber, the **Portal Yard Crane area is restricted**, (north of Sawmill) for loader and log haul access only.

**Do not enter** unless you have received orientation specific to this area.

- **Outside High Hazard areas;**

- Barker back-offs. (west of Sawmill)
- Reman system (east of Sawmill)
- Lumber storage yard. (south of rail spur)
- Planer mill Infeed and Outfeed (south of rail spur)

# Safe Practices (cont'd)

## Combustible Dust

- Combustible Dust poses a significant hazard.
- Every day, dust is created as a byproduct of many of our work processes and when conditions are right, very small particles of dust can catch on fire and cause an explosion.
- Even small amounts of combustible dust can be extremely dangerous.
- Dry fine wood dust in our Planermill & Sawmill create our greatest risk.

We want to maintain a strong emphasis on housekeeping at all times to eliminate the build-up of dust.

- Inspecting hidden areas.
- Minimizing use of high-pressure compressed air to clean (blowdown).



Source: OSHA

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# Safe Practices (cont'd)

## Barrier Tape

- **Three (3) different types of barrier tape onsite.**

Only Authorized individuals can install or remove any barrier tape.

- **Red Danger Tape** – used to denote a **high hazard**. Entry into this area is prohibited.
- **Yellow Caution Tape** – used to denote a **potentially hazardous condition or that caution should be observed when entering an area**. Prior to entry you must read barrier tag and familiarize yourself with the associated risks and proceed with caution
- **Yellow Caution Do Not Enter Tape** – used to place a **barricade around project or construction work**. **Only individuals listed on the safe work permit are authorized to be inside the barrier tape**





# Safe Practices (cont'd)

- **Red Tag Permit Procedures** (fire protection impairment)
  - The fire safety supervisor will initiate the fire protection impairment procedures whenever a sprinkler system is to be taken out of service for maintenance/inspection.
  - Red tag permit wall kits are in the sawmill coordinators office and the planermill control room.
  - FM Global must also be notified of a system outage/failure.
  - Red Tag permits have 3 parts:
    - Part **one** of the tag is used to report outage to FM Global.
    - Part **two** of the tag records the number of turns required to close valve and located in the center pocket of the wall kit.
    - Part **three** of the tag is attached to the shut off valve.

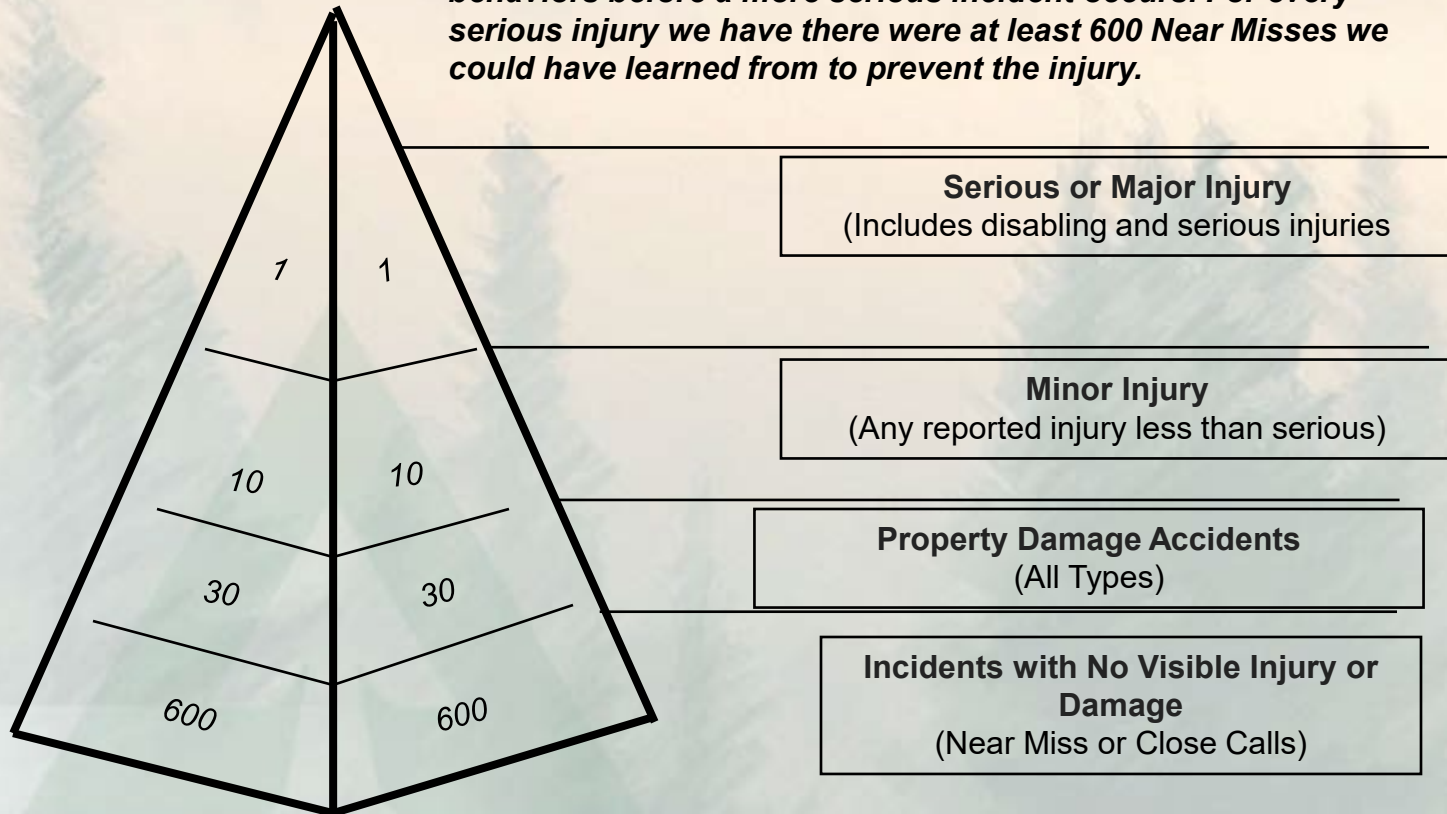
# Safe Practices (cont'd)

## Hazard/Risk Awareness

- **Prior to starting any job a field level hazard assessment must be done**
- Assessing hazards and recognizing the potential risks of a task is not optional it is required. Hazards identified **must** be controlled.
- **Eye injuries** – Dust in our process increases the risk of particles entering the eye. Wear appropriate PPE for the task & immediately report to a Standard First Aider if you notice something in your eye.
- **Finger/Hand/Arm injuries** -make up a large percentage of our injuries, wear the required PPE and follow procedures.
- **Ergonomics (soft tissue injury)**
  - Use proper lifting techniques and lifting tools provided. (50 lb. max).
  - Report early warning signs of pain or discomfort.

# Accident Ratio Study

*Reporting Near Misses is critical in helping us get to zero injuries. Near Miss data helps us change our procedures, expectations and behaviors before a more serious incident occurs. For every serious injury we have there were at least 600 Near Misses we could have learned from to prevent the injury.*





# Safe Practices (cont'd)

- **Incident Reporting**

- Report all near misses (close calls), incidents.
- Fill out an incident report.
- **If you are *injured*, you will:**
  - Report the injury to your Weyerhaeuser site contact and your employer.
  - See a standard first aider as directed. Never leave the site with an injury.

- **Leaving the Site**

- If you leave the site because you are not feeling well, you must:
  - Inform your site contact; who will offer first aid if applicable.
  - Inform your own employer.
  - Remove any personal locks\*.
  - Remove your name from the safe work permit.



# Safe Practices (cont'd)

- **Safe Work Permit**

- Is a written understanding between the WY & receiver which:
  - Ensures equipment is safe to work on and identifies PPE for the job.
  - All copies must be taken to the muster point during any evacuation as it is used to complete head count.
- Required for all contractor work on the mill site, confined space entry and hot work.
- Contractor (permit receiver) must present a copy of the work order/job plan to Weyerhaeuser (permit issuer).
- Permit receiver signs & agrees to all conditions on permit.
- Top (white) copy is placed on “active work” board.
- Contractor copy of the permit (pink) must be posted at the work site. Copy is returned at the end of the shift or completion of job (whichever comes first) with initials and time recorded in lower right corner.
- Permits are valid for one shift only (up to 12 hours) and Contractor’s (pink) copy must be posted at the work site.
- Both white and pink copies are collected, collated and cancelled.

# Safe Practices (cont'd)

- **Hot Work (Welding, Cutting, Heating)**

- Is any task that produces sparks, flame or significant heat.
- Hot Work Permit is required and will be issued by the Permit Authorizing Individual (PAI).
- Performed only by qualified workers.
- Fire Watch is required.
- Long sleeves/pants required.
- Hard copy of permit is posted at job.
- Site must be monitored continuously for 30 minutes after hot work is complete, followed by documented checks every half hour, for 6 hours.
- If you are performing hot work, you must review the **Hot Work Safe Practice** prior to commencing work.

**\*NO FIRE SUPPRESSION SYSTEM, NO HOT WORK\***



# Emergency Response Plan

- **The Grande Prairie Lumber Emergency Response Plan (ERP)**
  - Actions plans are in place for 20+ different types of emergencies.
- **Emergency Action Plans**
  - The emergency action plans contained in the ERP are meant to provide initial response measures in the event of an emergency. Any employee, contractor or vendor discovering an injury, fire, spill, or other incident that is not readily controllable with appropriate resources, or equipment at hand must contact the shift production team leader on:
    - Planer Operations channel.
    - Sawmill Operations channel.
  - During maintenance days contact the maintenance team leader on shift on the appropriate operations channel.
- **In the event of an emergency, the production shift team leader and or maintenance team leader during maintenance days or their designate now assumes the role of Incident Commander.** As Incident Commander, the individual has the authority to, at any time; require evacuation of the affected area or the mill and request outside response or cleanup assistance.
- **In the event of an emergency you must notify a Weyerhaeuser employee who in turn will notify the incident commander.**

# Emergency Practices

- **Alarms and Procedures**

**Alert Alarm:**

- 4 Rapid Beeps followed by a voice over indicating the area affected and how (is it gas or fire).
- Continue to work, but be prepared to evacuate.

**Evacuation Alarm (Gas and Fire):**

- Two sirens followed by a voice over indicating the area affected and how (is it gas or fire).
- Exit the area via your nearest safe exit route & proceed immediately to the applicable muster point for head count.  
It is very important that you are accounted for.
- Do not leave the site unless instructed to do so.

**All Clear:**

- Four Rapid beeps (3x) followed by a voice over indicating the area affected is clear and you may return to the worksite. Do not return to your work area until the “all clear” has been sounded.

# Emergency Practices (cont'd)

## Evacuation Muster Points for Grande Prairie Lumber



- **Fire**

- Sawmill- Outside the west side of the office building.
- Planermill- Weigh Scale house.



- **Gas**

- Sawmill – Sawmill lunchroom
- Planermill – Planermill 3<sup>rd</sup> floor conference room.



- **Site Wide Evacuation**

- Lumber mill parking lot.



- **Yard Horn**

- Go immediately to the nearest building to determine which alarm is being sounded and proceed to the appropriate muster point.



# Emergency Numbers/Contacts

**Emergency Phone Number 911**

**OUR ADDRESS IS:**

**WEYERHAEUSER**

**GRANDE PRAIRIE LUMBER**

**53018A RESOURCES ROAD**

**Emergency Radio Channels**

**During an emergency, non-emergency communication is to cease.**

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# Emergency Practices

- **Prior to starting your job determine where the following are located:**

- Nearest phone



- Location of first aid rooms  
Planermill - 2<sup>nd</sup> floor next to washrooms  
Sawmill - 2<sup>nd</sup> floor same as Electrical



- Eyewash stations



- Fire extinguishers, hoses, & pull stations



# Emergency Practices

- 3 Emergency Situations

*Injury*



*Fire*



*Gas*





# Emergency Practices (cont'd)

- **In the event of an evacuation there are four (4) things you need to know:**
    - **What area you are working in?**
    - **Safe evacuation route from that area?**
    - **Where the muster point is (is it gas or fire?)**
    - **Once you get to the muster point, are you accounted for?**
- \*Do not get involved in an emergency situation unless you are specifically asked to help.

# Environmental Management System

## Grande Prairie Lumber Environmental Management System



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# Environmental Management System

- The **EMS** is a structured and logical way to manage our *impacts* on the environment. It relies on the use of *documented, reliable procedures/practices* to implement the Weyerhaeuser Environmental Policy.
- The EMS is designed to meet the requirements of:
  - ISO 14001 Standard.
  - Weyerhaeuser's Environmental Core Policy.
  - Sawmill Code of Practice.
- To be effective, Grande Prairie employees, contractors, visitors and suppliers need to *understand* and *implement* their EMS responsibilities.
- An effective EMS will help us to minimize our environmental footprint. At the same time, it will help ensure that regulators and the public continue to have faith that our company will do the right thing. \*ISO 14001 ENGLISH DICTIONARY ONLINE.





# Environmental Management System

- Employees, contractors, visitors and suppliers are expected to **understand their individual responsibilities relating to environmental management as follows.**
  - Understand and comply with legal requirements that relate to their work.
  - Adhere to all procedures and practices related to the work being performed.
  - Monitor, measure and document results related to environmental performance.
  - Identify and suggest improvements.
  - Be aware of potential hazards and know how to respond in an emergency situation.
  - Take action to address hazards, if safe to do so and report all incidents/injuries.
  - Partake in required training and seek clarification if you are unsure.

# Environmental Management System

As a Contractor, you can help us adhere to our environmental responsibilities by doing the following;

## 1) Recycling

- Recycling is an important step in managing our environmental performance. 28 different items are recycled on our site.

Garbage in the garbage can, recycle if you can!



## 2) Reporting Spills

- Immediately **report all** Spills.
- Report the spill directly to your Weyerhaeuser site contact who will initiate the proper containment, cleanup and reporting procedures.



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# Environmental Management System

- **Grande Prairie Lumber Environmental Aspects**

- **Process hydraulic leaks** impact → process leaks to ground.
- **Cyclones** impact → fugitive dust to atmosphere.
- **Wood to ground** impact → wood waste to landfill.
- **Fuel (+hydraulic leaks) on mobile equipment** → ground contamination.
- **Septic Fields** impact → sanitary discharge.
- **Site runoff** impact → possible contaminated industrial water.
- **Kiln free water** impact → possible contaminated industrial water.
- **HVAC** impact → refrigerant leaks.

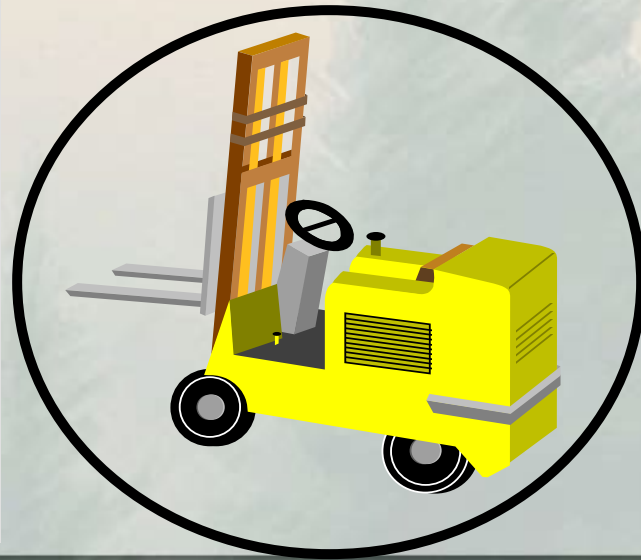
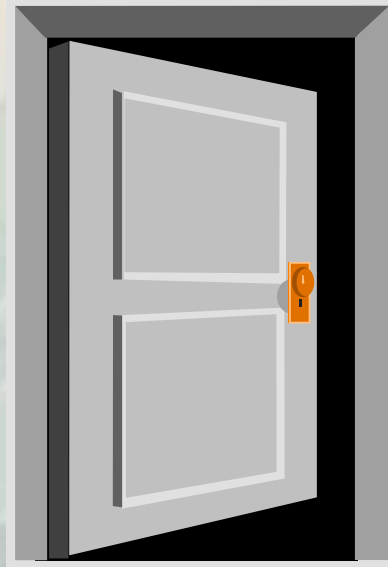


# Lastly, Always Keep Your Head Up!

When entering or leaving the mill/mill site, please be aware of pedestrian and vehicular traffic.

Open doors carefully and watch for people, fork trucks, etc.

Do not blindly rush through any door, you never know what is on the other side!



# Conclusion

- Complete and pass the quiz (your completion will be entered).
- This orientation is valid for one (1) year.
- Your site contact is responsible to ensure that you have completed a site orientation.

## **ORIENTATION CONTACT**

Grande Prairie Lumber orientation contact:

Jason Bass, Safety/Environmental Coordinator, 780-539-8721.