

Safe Travel on Logging Roads



presentation guide



OFSWA

Ontario Forestry Safe Workplace Association

Partners on the Road to Zero

This Safety Meeting Presentation Guide is designed for use by those responsible for conducting safety meetings in the workplace. This package contains everything you need to guide you through a meeting that will run between 30 minutes and one hour.

A safety meeting is a group meeting held on a regular basis with workers and their supervisors to discuss problems and concerns about health and safety. Regular safety meetings are an effective way to keep employees informed about practical health and safety issues and concerns. Safety meetings can also provide important information about incidents and ways to prevent them from happening again, as well as to remind employees about hazards that occur on a seasonal basis.

This Safety Meeting Presentation Guide is designed to enable you to make workers aware of the hazards associated with travel on logging roads. A number of logging road characteristics such as road conditions, weather, logging trucks and other traffic, as well as the distance from mechanical and medical help, require special vehicle and driver preparation.

The Presentation Guide package includes PowerPoint slides that may be projected or photocopied and distributed to participants.

To conduct an effective and informative safety meeting, simply follow these steps:

- Read this Presentation Guide to familiarize yourself thoroughly with the information about the subject you will present.
- The Presentation Guide is designed to be left open in front of you as you conduct the meeting, and it will guide you step-by-step through the process. You can also use it to add your own notes when you prepare for the meeting.
- Look over the following preparation checklist to confirm that everything is ready for the meeting:
 - Does everyone know when and where the meeting is to be held?
 - Have you reviewed the material in advance?
 - If applicable, are all of the required PowerPoint slides prepared and arranged in proper order?
 - If applicable, do you have a suitable PowerPoint projector, screen, extension cord, flip chart and/or chalk board?
 - Is the meeting room prepared in advance for the safety meeting?
- Feel free to add any site-specific material, such as special policies and procedures, to your presentation. This will make the safety meeting even more relevant for the participants.

You are now ready to begin the safety meeting.

A hard copy of this material is available from OFSWA for a nominal fee.

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1. Distribute copies of the PowerPoint presentation. Introduce the purpose of the meeting and talk briefly about what you will be covering in the meeting as outlined on Slide 1.

2. Make the following points about logging road hazards:

- Logging roads aren't built to the same standards as provincial roads. They aren't paved, and in some places they aren't wide enough for two vehicles to safely pass one another.
- Mechanical or medical help is usually far away.
- There are no police or emergency services nearby.
- There's the constant threat of a sudden encounter with a major obstacle such as a washout, a boulder, a spilled load of logs or a large wild animal – not to mention a loaded log truck travelling at 60 to 80 kilometres per hour.
- Aside from log trucks, other heavy equipment such as graders, bulldozers and mechanical harvesting machines use the roads.
- While travelling, drivers may also suddenly encounter hunters, anglers, campers, bikers, snowmobiles and ATVs.

Slide 1

Purpose of the meeting

- Discuss logging road hazards and how to control them
- Company policy on logging road travel
- Safety is everyone's responsibility

Slide 2

Logging road hazards

- Roads are unmapped, unpaved and unpatrolled
- Mechanical, medical help is far away
- Threat of encountering obstacles – washouts, boulders, fallen trees, animals
- Other heavy equipment uses the road
- You may encounter hunters, anglers, campers, bikers, snowmobiles and ATVs

3. Make the following points about how to deal with logging road hazards:

- Stay well behind other vehicles to avoid dust and flying stones. Dust clouds hamper visibility, especially at sunrise and sunset.
- In the event of a heavy dust cloud, drivers should slow down, pull safely off the road and wait for the dust to settle before proceeding.
- You shouldn't pass another vehicle unless it's absolutely necessary – the shoulders may be unsafe for passing and the dust and stones the vehicle kicks up could endanger the other driver.
- Log truck drivers are paid only for the wood they haul out of the bush to the mill, so it's generally understood that they always have the right-of-way.
- Emergency equipment, clothing, food and water are important to have on hand in severe weather conditions.
- Travel in freezing rain should be avoided unless it's absolutely necessary.

4. Explain the different road conditions drivers need to be aware of and adapt to:

- Surfaces are rough, with loose gravel, rocks and dirt. The hazards of these conditions worsen during and after bad weather.
- Curves are tighter and grades are steeper than on provincial roads.
- A slower driving speed and heightened attention are necessary in order to be able to react to these conditions.
- When cresting a steep hill or rounding a sharp bend, slow down and use the horn to warn others of your approach.
- Drivers and passengers should use seat belts at all times.
- Reduce some of the wear on tires and brakes by shifting to a lower gear to control the vehicle instead of riding the brakes.

Slide 3

How to deal with the hazards

- Stay well behind other vehicles to avoid dust and stones
- Pull off the road until heavy dust cloud settles
- Don't pass another vehicle unless it's absolutely necessary
- Log haul drivers always have the right-of-way
- Have emergency supplies on hand for severe weather conditions
- In freezing rain, travel only if it's absolutely necessary

Slide 4

Adapt driving to conditions

- Rough surfaces, steep grades (plus water, mud and ice in bad weather)
- Curves are tight and often not banked, grades are steep
- Slower speed, heightened attention required
- Slow down and use your horn when cresting a steep hill or rounding a sharp bend
- Use seat belt at all times
- Reduce wear on tires and brakes by shifting to a lower gear

5. Emphasize the following points about the importance of inspection and vehicle safety:

- Because of the rough roads, it's important to do a daily circle check of vehicle before setting out.
- You should check the ground under the vehicle for loss of engine oil or brake fluid.
- If your vehicle breaks down or you become lost, you should park safely, stay with the vehicle, radio for help or flag down a passing vehicle.
- For the safety of other users of the road, you should report any road damage or unusual conditions such as washouts or log spills.

6. Hand out copies of your company's policy on vehicles and drivers. Discuss the policy in detail and answer questions if there is any confusion regarding its applications. Emphasize the general rule that no one is to operate a vehicle unless that person has been trained and qualified to do so.

Aspects of company vehicle policy to touch on include:

- Use of personal vehicles to and from a worksite
- Authorization to drive company vehicles
- Class of license and training required to drive various company vehicles
- Transporting company staff in vehicles
- Special procedures and safety checks
- Reporting vehicle operating and safety defects
- Loading and unloading vehicles
- Driving ATVs and other off-road vehicles (required training and personal protective equipment)
- Safety and emergency equipment, including first aid kits
- Radio and other communications systems
- Procedures in case of an incident
- Penalties for reckless or impaired driving and damage to company vehicles.

Slide 5

Inspection and vehicle safety

- Inspect vehicle(s) daily before setting out
- Check ground under the vehicle for loss of oil or brake fluid
- If lost or if vehicle is disabled, stay where you are and radio for help
- Report road surface damage such as washouts, log spills

Slide 6

Company policy

- Travel policy and procedures
- Driving personal vehicles
- Driving company vehicles

7. Explain that the Occupational Health and Safety Act sets out specific responsibilities for employers, supervisors and workers and that there are legal penalties for not fulfilling them.

- The responsibility of workers to work safely applies equally to driving company vehicles and driving personal vehicles on company business.
- Everyone, not just the driver, is responsible for safe travel on logging roads.
- Everyone also has a responsibility to report unsafe or reckless driving, close calls as well as incidents.

8. Workers also have rights under the Occupational Health and Safety Act.

- Under the Act, no worker can be disciplined or penalized for reporting unsafe conditions of any kind.
- Workers are legally entitled to be informed of all hazards related to the work they do.
- Under certain conditions, a worker may refuse to drive or ride in a vehicle if he or she honestly believes it is unsafe to do so for any reason. (Refer to the Act, Section 43(3), on work refusal.)

9. Emphasize one last time that logging roads present unique driving conditions and hazards and that it's essential that drivers be able to adapt to these conditions and hazards as they arise. Remind participants where they can find copies in the workplace of the Occupational Health and Safety Act and Regulations, so that everyone is clear on their rights and responsibilities for safe travel on logging roads.

- Slower speeds, heightened attention and daily vehicle inspection are important.
- Does anyone has any questions about the company's policy concerning driving and vehicles?

Slide 7

Safety is everyone's responsibility

- Working safely applies to driving company or personal vehicles on company business
- Everyone is responsible for safe travel
- Everyone has a responsibility to report unsafe driving, close calls and incidents

Slide 8

Safety is everyone's right

- No worker can be disciplined for reporting unsafe conditions
- Workers are entitled to be informed of all hazards
- Under certain conditions, a worker may refuse to drive or ride in a vehicle if he or she honestly believes it is unsafe to do so for any reason (Section 43(3) work refusal)

Slide 9

Wrap-up and review

- Logging roads aren't like other roads – there are different hazards
- Drivers must adapt to the hazardous conditions
- Daily inspection and vehicle safety
- Know your company's travel policy and stick to it
- Everyone is responsible for safe travel on logging roads

Slide 1**Purpose of the meeting**

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Slide 2**Logging road hazards**

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- Have emergency supplies on hand for severe weather conditions
- In freezing rain, travel only if it's absolutely necessary

Slide 4**Adapt driving to conditions**

- Rough surfaces, steep grades (plus water, mud and ice in bad weather)
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- Slower speed, heightened attention required
- Slow down and use your horn when cresting a steep hill or rounding a sharp bend
- Use seat belt at all times
- Reduce wear on tires and brakes by shifting to a lower gear

Slide 5

Inspection and vehicle safety

- Inspect vehicle(s) daily before setting out
- Check ground under the vehicle for loss of oil or brake fluid
- If lost or if vehicle is disabled, stay where you are and radio for help
- Report road surface damage such as washouts, log spills

Slide 6

Company policy

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- Driving company vehicles

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