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Environmental Management System

Procedural Documentation **Moving Equipment**

1.0 Purpose:

To identify methods that ensure forestry equipment is transported outside the block safely and to ensure compliance with AOCs and protection of values.

2.0 Scope:

This procedure applies to all employees, contractors, overlapping licensees who are responsible for moving equipment from block to block or outside existing block.

3.0 Responsibilities:

- 3.1 ORC Operations Forester or Designates
- 3.2 ORC Silviculture Forester or Designates
- 3.3 All Contractors and Sub-Contractors for ORC and OLL
- 3.4 Overlapping License Holder or Designates (OLL)

4.0 Procedures:

****Note: Additional Training and Awareness may be required. Refer to EMS Training Matrix and/or your own Health and Safety Program.***

4.1 When walking equipment from block to block - When moving in between blocks, ensure that the equipment operator only uses an approved route and understands the values such as AOCs, block boundaries, etc. that they may encounter along the route. Operator should ensure they are familiar with their locations so as not to encroach upon values when driving. Consult with supervisor prior to moving equipment.

Pull over to the shoulder to the extent that is safely possible, while avoiding steep ditches, regeneration and areas of concern (AOCs) or old slash piles and landings where available when passing another vehicle. When moving at night extra caution should be taken to understand the route, values and safety concerns.

4.2 When loading equipment onto floats/trailers, park on a flat surface and use an experienced operator to load the equipment onto the float/trailer.

4.3 When floating equipment or trailers keep to the right as much as possible. When encountering another vehicle slow down and pull over to the shoulder if there is not enough room for two vehicles to pass each other. When moving in between blocks, ensure that the driver has reviewed maps along the route that display AOCs, block boundaries, values, etc and is familiar with their locations so as not to encroach upon them when driving or unloading equipment. If possible, use a lead vehicle to warn of any incoming vehicles with no radios.

4.4 Danger zone is defined as the area around equipment and trailers that are being moved, in which there is potential for being struck by moving equipment or objects. Prior to moving any equipment or

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trailer, ensure that all personnel and vehicles are well clear of the danger zone. This must be confirmed by visually checking their position. A person may only enter the danger zone after verbal or visual contact is made and acknowledged by the person responsible for the move. When unloading equipment, park on a flat surface and ensure there are no obstacles that could affect the unloading of the equipment.

4.5 Clear all snow, ice and debris from any equipment or trailers to be moved. Ensure that any machine that is still operating is turned off before clearing snow, ice or debris away. Disconnect, remove or secure all attached equipment not within permit specifications.

4.6 Signals used during moves must be understood by all personnel involved and reviewed at the pre-move meeting. Only one person to give signals, and that person must have visual and/or verbal contact with operators and personnel involved. If confusion or hazards arise, all movement must cease immediately.

4.7 Blocking and chocking must be used when moving. Equipment or trailers being moved must have wheels blocked (chocked) prior to being hooked up or unhooked (both wheels on solid axle, front and behind). Blocking (chocking) must be of good quality, repaired or replaced if damaged, and properly stored during moves. Ensure wheels are blocked (chocked) and proper height is set to allow for hook up prior to hooking up. After hook up, ensure the safety lock is in place. Remove wheel chocks and store. Load on flat and level surface.

4.8 Drive according to road and weather conditions, avoiding excessive speed, considering equipment/trailers being moved. If moving equipment that has been loaded crossways onto float, either block off roads to traffic or make use of escort. Maintain safe distances. Only one piece of equipment or trailer will be moved up or down a hill at a time. Competent escorts will be used where necessary, who are equipped with proper warning lights and signs.

4.9 Check equipment and trailers being moved after hook up and at regular intervals to ensure load security is maintained. All trailer parking spots will be scouted for proper location and wheels will be blocked (chocked) prior to being unhooked. Once trailers are unhooked, they will be blocked to proper height levelling.

4.10 Continuous communications - Maintain ongoing radio or other communication when travelling on roadways or working in the bush in order to ensure safe and efficient operation.

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References

Document / Form	I.D.#

Revisions

#	Purpose	Prepared by	Approved by	Date
N/A	Original version	EMS Team	Chantal Alkins Certification Coordinator	November 23, 2016
A				
B				
C				
D				
E				