

## Mill Pre-Operational Safety Checklist

Have you assessed these areas of your workplace?

| 1. Prior to Operation Start-Up   |   |                           |
|--|---|---------------------------|
| a.   | Risk Assessment   | Date completed + initials |
|  | i. Guarding   |                           |
|  | ii. Lockout   |                           |
|  | iii. Pre-start Health and Safety Review (PSR)   |                           |
|  | iv. Racking and Storage   |                           |
| b.   | Needs Assessment  |                           |
|  | i. Legislative Compliance   |                           |
|  | ii. Emergency Response Plan   |                           |
| c.   | Ergonomic Assessment  |                           |
| 2. Supervisor Safety Training  |   |                           |
| a.   | Competent Supervisor Safety Training  |                           |
| b.   | Lockout   |                           |
| c.   | Guarding  |                           |
| d.   | Pre-start Health and Safety Review (PSR)  |                           |
| 3. Worker Safety Training  |   |                           |
| a.   | Basic Legislative Awareness Training  |                           |
| b.   | Lockout   |                           |
| c.   | Guarding  |                           |
| d.   | WHMIS   |                           |
| e.   | High Hazard Areas   |                           |
|  | i. Yard Loader  |                           |
|  | ii. Forklift and Propane  |                           |
|  | iii. Fall Protection  |                           |
|  | iv. Safe Chainsaw Operation   |                           |
| f.   | Safe Travel on Logging Roads  |                           |
| 4. Training for Joint Health and Safety Committee, and Health and Safety Representatives |   |                           |
| a.   | Part 1 and 2 JHSC certification   |                           |
| b.   | Health and Safety Representative  |                           |
| c.   | Pre-start Health and Safety Review (PSR)  |                           |
| d.   | Planned Workplace Inspection  |                           |
| e.   | Incident Investigation  |                           |
| 5. Safety Auditing   |   |                           |
| a.   | Establish or re-establish Safe Workplace Ontario program (SWO) or an internal health and safety program |                           |



### Workplace safety for new and reopened Ontario mills

With the resurgence of the forest products industry and new and reopened mills in Ontario, WSN has created a special occupational health and safety package geared specifically to you.

- Pre-operation start-up safety checklist
- Supervisor and senior management safety training
- Worker safety training
- Joint Health and Safety Committee (JHSC) Certification, and Health and Safety Representative training
- Safety auditing with Safe Workplaces Ontario (SWO) program.

### WSN Safety Advantage

#### Invest in safety for competitive edge

A high-performing workplace safety program gives employers a competitive advantage. With fewer disruptions and delays in production and services, a strong safety culture means a safe and healthy workplace, improved customer service, steady production, and increased profits.

Workplace Safety North (WSN) has a long and proud history of serving the occupational health and safety training needs of the Ontario forest products industry dating back nearly 100 years through its legacy organizations, the Ontario Forestry Safe Workplace Association (OFSWA), and the Pulp and Paper Health and Safety Association (PPHSA).

As your industry safety expert, WSN provides industry-specific consulting, training, industrial hygiene and ergonomic services to assist organizations in improving and expanding their health and safety programs.

## New growth for Ontario forest products industry

### Perfect time to plan and organize your health and safety training

After a decade-long slump, the Canadian forest industry is coming back to life thanks in part to a steady recovery in the U.S. housing market and the developing markets of China and Asia.

As one of the world's largest suppliers of forest products, Canada's total worldwide exports exceed \$26 billion – second only to oil and gas, according to the Forest Products Association of Canada. Employing 250,000 Canadians, the industry forecasts the recruitment of another 60,000 workers by 2020 as an aging workforce heads into retirement.

This is the perfect time to plan and organize your health and safety training so that you're positioned for steady production and future opportunities.

Using current legislated requirements as a foundation, build a new solid safety training program with internal policies and procedures, or review your existing health and safety program to ensure it continues to meet new and emerging legislative commitments. This continual review and enhancement of your health and safety program empowers your workers and supervisors to keep production running safely and smoothly.

## Workplace safety for new and reopened mills

### Get a competitive advantage with the most up-to-date health and safety program

Build and enhance your health and safety program with this custom WSN safety package for new and reopened Ontario mills.

Companies in the forestry rate group with the Workplace Safety and Insurance Board are entitled to on-site services and member rates for training courses and e-store purchases, as well as a number of pre-paid consulting services.

WSN can help your organization meet the new Bill 160 mandatory training expected to be enforced by the Ministry of Labour in 2014.

The program outlined below will ensure that your workplace meets and exceeds the requirement that all workers and supervisors receive entry-level workplace health and safety awareness training including rights and responsibilities and the role of the Joint Health and Safety Committee.

#### 1. On-site pre-operation start-up checklist

- Conduct a risk assessment including guarding, lockout, pre-start health and safety review, racking and storage
- Provide a needs assessment including compliance and emergency response plan
- Provide ergonomics assistance including reviews, assessments, and training

#### 2. Update supervisors and senior management

- Competent Supervisor training
- Lockout training
- Machine Guarding training
- Pre-start Health and Safety Review training (How to Apply Section 7 of the Regulation for Industrial Establishments)

#### 3. Update worker health and safety training

- Basic Legislative Awareness training
- Lockout
- Guarding
- WHMIS
- High Hazard areas
  - Yard loader
  - Forklift and propane
  - Fall protection
  - Safe chainsaw operation
- Safe Travel on Logging Roads

#### 4. JHSC-H&S Representative training

Training for Joint Health and Safety Committee members or Health and Safety representatives includes:

- Part one and two of JHSC Certification
- Health and safety representative training
- Pre-start Health and Safety Review (PSR) (How to Apply Section 7 of the Regulation for Industrial Establishments)
- Planned Workplace Inspection training
- Incident Investigation training

#### 5. Safety auditing – Safe Workplace Ontario (SWO)

The Safe Workplace Ontario (SWO) certification program, established in 1997, is a voluntary audit process where forestry firms can continuously monitor and improve health and safety programs and procedures.

SWO can assist in assessing your current health and safety program to current legislated standards. It also provides guidance and support to improve your program through industry-specific health and safety standards that guide your firm to eliminate injuries and illnesses from the workplace.

### Confidential Consultation

WSN field consultants and ergonomic health specialists are located across Ontario in or near your community. With an in-depth understanding of hazards associated with the forestry industry, WSN experts can help you identify, assess, and control hazards specific to your operation.

### Free Resources

Visit [workplacesafetynorth.ca](http://workplacesafetynorth.ca) to access hazard alerts, articles, presentations, research, videos, and subscribe to the monthly *Every Worker* newsletter to receive the latest news and developments in forestry sector workplace safety.