

## Safe Work Procedure – Boom

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Please refer to and review the equipment manual prior to performing maintenance or operating for safety features, instructions and manufactures information for the specific machine.

### GENERAL

- Always wear a whistle when working at the Boom and never work alone without check-in procedures
- 3 blasts is the signal for “man in the water”.
- No horseplay permitted.
- Report unsafe acts or conditions to your supervisor or chargehand immediately.
- Report all injuries to first aid.
- When wearing caulk boots, be aware of walking surface hazards such as:
  - Hard buckskin logs
  - Loose bark when sap is running
  - Small wood that sticks to caulks
  - Snow and frost on logs

### CLOTHING & PERSONAL PROTECTIVE EQUIPMENT (PPE)

Inspect all PPE frequently and on a regular basis replacing any worn or soiled beyond cleaning high visibility clothing; replace worn and damaged boots, pants, gloves, face and eye protection; and replace CO<sup>2</sup> cartridges if using inflatable PFDs (as per manufacturer recommendation). All clothing should fit comfortably and be not too tight or loose; and washed on a regular basis.

- **Hi Vis Hard Hats (bright orange or red)** Must be worn when overhead hazards are present. Hat must be free from splits and dents (replace immediately if damaged or hat has received a forcible blow); liner must be in good shape. Clean with mild soap (do not use solvents, chemicals or gasoline – these substances may destroy the impact resistance).
- **Boots** Wear boots with good tread and ankle support. Caulk boots required to walk on logs, or other round timbers (caulks should be replaced regularly to ensure their effectiveness). Operators to wear footwear with oil resistant sole. Footwear should be inspected weekly and replaced if worn out or damaged.
- **Safety pants (bucking pants or chaps); hearing protection and face visor** must be worn when using a chainsaw.
- **Safety Eyewear** Must be worn at all times on the Boom, all areas of the Dryland Sort, and when outside cab of machine. Must also be worn in the Shop and on tire slab at all times. Choose eyewear that fits securely at all times. Use a soft cloth to clean your safety eyewear. Replace immediately if any damage is noticed.
- **Face and Eye Protection** Must always be worn when using wire axe or guillotine, when using grinders or line cutters. Keep fellow workers in clear.
- **Hi Vis Vests** Must be worn at all times on the Boom, all areas of the Dryland Sort, and machine operators must wear hi-vis vests when outside of cab. Vests must be fastened to ensure the hi-vis material is fully visible. Replace vests if ripped, damaged or badly faded. Do not wear nylon vests if called out to fight a fire. Hi visibility vest must not be worn over inflatable PFDs. If inflatable PFDs are being used, they should be the high visibility type.
- **Gloves** Must be worn when handling line and replaced when ripped or worn out.

- **Hearing Protection** To be worn when on the Dryland Sort and Boom; when using chainsaw and when working in and around noisy machinery. Clean outside with warm soapy water (Do not immerse in water). Check pads and housing regularly for cracks causing noise leakage. Throw away the disposable type when they are soiled.
- **Clothes** Wear close-fitting, comfortable clothes. Pants must be staged and braces are to be worn. Everyone using a powersaw must wear bucking pants (chaps not allowed). Wash bucking pants in warm water and hang to dry (do not use bleach or place in the dryer). Replace pants if torn or frayed across the pads.
- **PFD (Personal Floatation Device)** Must be worn at all times when working on water or Boom. If using inflatable PFDs, they must be inspected frequently, and the inflation cartridge must be changed on a regular basis as per the instruction manual.

### **RADIO CHECK PROCEDURES WHEN WORKING ALONE**

When working alone, Boommen are to use “man overboard alarm” and notify Chargehand or Supervisor and Boom crew that it is in use and the name and location of worker using it.

1. Employees working alone will initiate communication with a co-worker prior to start of shift and set up intervals of checks to be done throughout the shift. Maximum checking interval is 30 minutes, or more frequent depending on the conditions and comfort level.
2. Document radio checks done throughout the shift and forward these records to the office.
3. There must be two-way communication during radio checks (workers must acknowledge that they heard the checker and checker will acknowledge that they heard the reply).
4. Missed Check:
  - a. Recheck in 5 minutes
  - b. Contact Charge hand or Supervisor
  - c. Continue checks ever 5 minutes until missing employee has been reached

### **EMERGENCY WATER RESCUE – For more details, refer to specific Water Rescue procedures or see ERP**

1. Call for First Aid. If possible, one man to stay at radio. Avoid leaving injured worker alone.
2. Do not panic:
  - state this is an emergency
  - give exact location of the emergency
  - describe nature of injury
  - identify yourself
  - ensure your message was received
3. All other radio transmissions should cease until emergency has cleared.
4. First Aid Attendants must be familiar with evacuation points at both the Boom and DLS. If there is not a clear path to the evacuation point, a stacker must clear the way on the DLS.
5. All other traffic in the area to cease until emergency has been cleared.
6. Notify Supervisor or Charge hand. They will arrange to bring specialized rescue equipment to scene if required, including a rescue boat.
7. The First Aid Attendant will assume control upon arrival and will direct the evacuation procedure.
8. Supervisor or Charge hand will clear the area for normal operations when the evacuation is complete.

### **MACHINE AND BOAT PRE-USE ASSESSMENT**

- Assess walking area for tripping hazards.

- Ensure hatch cover on boom boat is secured when in the open position.
- Check oil and water levels before starting the machine.
- Use extreme caution when going into bilge to check oil and water.
- Clean up any spilled oil.
- Stow or secure any tools left on dock or work area, boat or machine.
- If an item is too heavy to lift, get help. Use your legs when lifting, not your back.
- Ensure that tow line is in good condition and adequate strength for boat being used.
- Check hand tools and equipment for any unsafe conditions. Replace as needed.
- Ensure spill kits are in place and cleanup procedures are understood and followed.
- Complete pre-use checklist prior to use each shift.
- Check first aid kit and fire extinguisher regularly.
- Test radios and horn prior to starting work. If no co-workers are within voice range, establish a frequent radio check.

### **OPERATOR'S DE-ENERGIZATION & LOCKOUT**

#### **Procedure for Operators WCB Reg.10.11**

- Each operator is required to ensure all parts and attachments have been secured against inadvertent movement. (this may mean lowering grapples, blocking buckets, chalking wheels, etc.)
- Before commencing maintenance work on machinery or equipment, operator must remove the key and keep it in his possession.
- The energy isolating device must be under the exclusive and immediate control of the worker at all times while working on the machinery or equipment.
- When a mechanic is working on the equipment, the mechanic is in charge and must follow lockout procedures.

### **OPERATING BOOM BOATS AND SWIFTER BARGE**

- Always use 3-point contact to access and egress.
- Keep decks clear of loose bark, ropes and debris.
- No one is to ride on back deck when boat is towing.
- Do not ride on winder while being towed.
- Do not operate boat over half throttle when carrying passengers.
- Do not stow bundles when carrying passengers. Crews to be taken directly to job or winch unless needed to close gap or other chore. Passengers to stand behind cab if riding outside of cab.
- Do not ride up on the boat when it is being lifted out of the water.
- Be prepared for bumps and sudden stops when winch is moving up pockets or when boat is moving winch from lane to lane.
- Be alert for submerged logs.
- Call in before commencing work at the Dryland Sort. Call in if leaving the area for lunch or breaks and again when returning. Anyone entering into the affected dumping area to hang sets or perform routine maintenance should let the stacker operators know they will be in the area. Give stacker operators clear instructions when it is UNSAFE to dump bundles into the water.
- Do not dead-end towline.
- Wear gloves when handling lines; always watch for jagers.
- Keep body parts out of pinch points at all times.

- Fueling:
  - Do not smoke in fueling area
  - Attend fuel nozzle at all times when refueling
  - Before turning on main fuel valve, check that hand nozzle isn't open or damaged
  - Ensure main fuel valve is shut off when finished
  - Clean up any spilled fuel

### **RELEASING AND SECURING BOOMS**

- Be prepared for unexpected movement.
- Check your body balance prior to lifting chains. Get assistance if necessary.
- Assess tow line condition before use.
- Stay well clear of tow line and wait for boom to stop when possible before hooking up tie chains.
- Check winch lines regularly and replace when necessary.
- Tow boom set at a speed that allows for control.
- Use an assist boat in restricted spaces.

### **SECURING AND REMOVING SWIFTER WIRES**

- Check body balance before pulling - ensure you have good foot placement.
- Use a wide stance to retrieve wire.
- Kneel to secure wire to boomstick.
- Do not hang onto eye of swifter line.
- Use a pike pole where necessary.
- Keep hands and feet out of pinch points and clear of drums when spooling lines onto winch.
- Always knock out Oregon dogs with axe before moving fixed item. Use a firm grip on hammer handle.
- Be prepared for hang-ups and kinks in the line. Always ensure enough slack in line before crossing large gaps.
- Never throw a pike pole.
- Be aware of other crew members. Ensure they are in the clear of lines when pulling booms together or tightening swifter lines.
- Watch for moving logs when swifter line is being tightened.

### **OPERATING AUGER**

- Be alert when a boat is working in your area.
- Be sure of footing when breaking bundle of boomsticks.
- Use boom boat to position boomsticks.
- When lifting boom chain with pike pole, position body for maximum balance.
- Ensure auger bit dog is in place and auger boom is blocked in raised position.
- Make sure engine is shut off before moving in and around machine parts.
- Stay clear of turning auger; do not use hands or feet to clear shavings away from auger.
- Do not have any loose clothing that could get caught in the auger.
- When straightening chains on float do not jerk. Chain ends may fly loose.
- Excessive boring speed, knots and metal in boomstick may result in equipment damage or injury.

## TOOLS AND EQUIPMENT

- Keep tools stored in a safe place when not in use.
- Never leave axe sticking in a log, someone could fall on it.
- If you fall when carrying hammer or axe, throw them clear to prevent injuring yourself.
- Replace tools which have split handles or loose heads.
- Keep the heads of axes and hammers tight by soaking them in water or oil.
- Do not use stamp hammers for anything other than stamping logs.
- Always use eye protection and a face shield when cutting lines and using disc line cutter. Ensure no one is standing directly opposite you when saw is cutting. Keep cutter dry - discs will fly apart if continually getting wet. Keep feet away from the blade.

## Chainsaws

- Wear gloves at all times.
- Always use the chain brake when starting the engine. If chain brake is not working, have it repaired.
- When starting saw, bring starter up against compression. Give a good sharp pull and throw saw away from you at the same time, while bar is on a log or chunk in order to distribute resistance to both arms.
- If saw does not start after 3 or 4 pulls, check the fuel for condensation and/or check the spark plug. Do not continue pulling until these have been checked.
- If saw becomes stuck and cannot be removed easily, get assistance.
- Always stand to one side of cut and never directly behind it.
- Keep a firm grip at all times while cutting. Keep tip of saw clear to prevent kickbacks.
- Do not approach user of chainsaw from behind without them being aware of your presence. Do not stand directly in front of a saw that is being used because the chain could break.
- Saw must be stopped when refueling and all smoking material extinguished.
- After fueling saw, move to another spot before starting it.
- Store gas only in containers provided and label appropriately.

## CONFINED SPACE PROCEDURES

- Boom boat and Winch barge hulls have been identified as confined spaces.
- Activities required inside these spaces include: daily operator pre-checks for engine oil level; stuffing box inspection and nut tightening; general interior and mechanical inspection for pre-trip.
- Time in hull expected to be less than 20 consecutive minutes.
- Operators to be aware of the hazards noted below and are to develop a buddy system to ensure rescue response is initiated as rapidly as possible if required:
  1. The area has the potential to become oxygen deficient due to oxidation of the hull interior. This would be especially hazardous after a long period of hull closure such as after a layoff. Open the hatch daily and allow the space to ventilate for at least 5 minutes if the engine is cold. If engine has been running, allow 15 minutes for ventilation and cooling. After a layoff, open the hatch for at least 10 minutes before entering.
  2. The area has the potential to fill with carbon monoxide gas from any exhaust leakage. Hatchway to remain open at all times when workers are inside hull area. Operators and mechanics to be especially wary of any suspected exhaust leaks and have them repaired immediately.

3. The area is small and cramped and several rescue persons will be required to assist in removing an overcome worker from the space. Get help immediately and notify all personnel in the area to respond. Water Evac Procedures to go into effect.

## WASH SLAB

### General

- Make sure of full understanding of the job to be done.
- Make sure no one is near the wash deck or on the equipment to be washed.
- Make sure there are no wood chunks or other debris on the deck to trip over.
- Use Computrol gas card to enable pumps. Use switch's to choose hi-pressure or hot water pump.
- Ensure that the door to the wash slab shed is **CLOSED** prior to turning on the water.
- Ensure that you have a firm hold of the hose before you turn the water on - expect back pressure on the hose.
- Never spray at a person - the surprise could cause an incident.
- Use **EXTREME CAUTION** when climbing on **WET** surfaces.
- Fall restraint is required over 10' if there is no guarding.

### Operation of Booster Button

- When the Booster Button is pressed there will be an immediate surge of water pressure. This could easily throw you off balance. If you are assisting another worker, **ALWAYS** warn them and get clearance before engaging the booster.

### Hot Water Washer

- This water is **HOT** enough to cause discomfort, be careful with it. Be sure that timer (see picture) is turned **OFF** when you are done. The timer keeps the heater running and will damage it if the water is not on. Be sure that the pressure is released from the hose when washing is finished.

### Equipment Maintenance Work Reporting

- All operators shall record daily on their Operator's Timecard in the Maintenance Report section their pre-trip findings. These reports must record the operating condition of that piece of equipment and any maintenance or repair work needed. They shall also ensure that the maintenance department receives a copy of the Report.
- Where Books are used rather than timecards, the operator is responsible to ensure it is replaced with a new book when it is filled, and the old book is delivered to the maintenance department.
- It is the responsibility of all the Maintenance Department mechanics, when the operator is not present, to leave a record of all work done on a piece of equipment or vehicle in the machine.
- The Maintenance Supervisor shall be responsible to ensure all work is entered in the Maintenance System (electronic tracking system) or maintenance binders allocated for each machine.

**DISCLAIMER:** Information contained in this document does not necessarily provide the only correct way to address machine risks. While this SWP will help operators conform to industry best practices and the intent of current Regulations and Guidelines, it may not identify all requirements or actions that will be appropriate and necessary in various situations. It does not reduce or replace users' responsibilities under applicable legislation - individual organizations (companies, employers) are responsible to ensure application of suitable processes and practices. The information provided is subject to review in light of changing government requirements and regulations. Every effort has been made to ensure the reliability of the information herein and to avoid errors and omissions.

**ADDITIONAL SWP NOTES**

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