



SCOPE

This procedure applies to all woodland's employees. Working alone is when a worker does not have assistance readily available in the event of an emergency or incident.

HAZARDS

- Disorientation
- Weather related issues
- Communication breaks
- Injuries

PREVENTATIVE MEASURES

- PPE (refer to safety equipment policy)
- Communication devices (Handheld and InReach)
- Check in/Check out procedures
- Vehicle emergency supplies and first aid kit.

EMPLOYER RESPONSIBILITIES

- A risk assessment will be completed to identify any existing or potential hazards associated with the job duty. If the level of risk is deemed to be too high, then the employee should not work alone.
- Check-in intervals will be established based on the risk assessment. The supervisor has the right to limit the work being done, how it is to be done, when it is to be done and any other conditions to ensure the worker's safety.
- FFP will provide the necessary training and instruction to perform the task safely. Supervisors will assess with the employee to ensure they are competent to work alone and will not work alone until deemed fit to do so.
- FFP will supply workers with an effective means of communication such as two-way radios and/or wireless hand-held alerting device (InReach) to full time and seasonal staff. Full-time employees will be supplied with a cellular phone.

EMPLOYEE RESPONSIBILITIES

- Individuals must take responsibility for their safety, follow SWP's, and work within their scope of training and competencies.
- Indicate on sign in/out board your destination and expected time of return.
- Use the designated check in/out procedures identified by risk assessment.
- Notify your supervisor if you decide to change any plans to the proposed sign in/out plan.
- Should a check-in interval be missed, an emergency response will be initiated. The emergency response is at the discretion of the supervisor. Contact must be established with employee before emergency response can be terminated.

RISK ASSESSMENT CATEGORIES

- Low Risk: Working directly with other people. Remaining within 100 meters of the truck for the entire duration of being in the field. Requires check-in before 17:00hrs.
- Moderate Risk: Driving in remote areas with no traffic. Working/travelling over rough terrain (includes doing cutblock surveys and layout). Operating an ATV alone. Required to check-in at noon and before 17:00hrs.
- High Risk: High risk activities such as operating a chainsaw or spraying pesticides. Working in sites with known wildlife signs and sightings. Weekend work with limited supervision. Required to check in every two (2) hours.