

Worksite: Squamish Terminals	Approved By: H&S Committee	Date Issued: August 23, 2021	Full Procedure Reference: PRO-011, version 3.0
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Key Site Safety Requirements:	Personal Protective Equipment (PPE)
<ul style="list-style-type: none"> • Wear required PPE • Attend Tool Box talk - mandatory • Site Speed Limits 20km on dock, 10km in sheds • Seatbelts mandatory • No use of electronic devices while in active working areas • No smoking on site (designated area only) • Drug and Alcohol use strictly prohibited 	<ul style="list-style-type: none"> • Hi-viz Vest • Safety Boots (6") • Type 2 Hard Hat (while on vessel, under boom, working with reach stacker) • Eye protection, hearing protection, gloves - recommended • Dust mask – if needed

Job Hazards Present:

- Slips, Trips, Falls on slippery / uneven surfaces; accessing and exiting vehicles
- Pedestrians exposure to being struck by site traffic
- Site vehicles / materials handling equipment striking other vehicles or stationary obstacles / equipment
- Poor ergonomics – overexertion, musculoskeletal injuries (laboring, rigging, lifting, banding, pulling, pushing)
- Falling objects/jolts – improper handling of load on forklift
- Falling objects (equipment, cargo, debris, broken equipment, tools) – risk of being struck or crushed
- Overhead hazards– hook, frame, slings, cargo, equipment, gear, tag lines
- Moving cargo - Collapsing load - risk of being struck or crushed
- Materials handling equipment - unstable load – tipping/rolling
- Unstable cargo stockpiling – crush
- Flat strap – overexertion, struck by strap,
- Pinch Points, Sharp edges / slivers - while rigging, lifting, banding, pulling, pushing
- Exposure to elements (wind, sunburn, heat index, cold, dust)

Procedure – Wood Panel Products Receiving from Vessel

1. Crew is dispatched to “starting area” and Foreman discuss wood panel products receiving operational plan with crew to ensure Longshore understand operation, safety and PPE. Depending on volume of wood panel products being offloaded there may be several “starting areas”.
2. Cargo is delivered to dockside
3. Drivers use forklift with lumber forks remove cargo from shipside to assigned storage area
4. Usually two packages are moved at a time, but is dependent on stow and weight of packages (as labeled).
5. **Bottom of top package must not be higher than back rest of forklift or it may slide back.**
6. Labourer re-bands if necessary
7. Squamish Terminals stores pre-packaged and pre-stickered (dunnage) wood panel products by similar length (e.g., all 12-foot lengths go together). Maximum height of a stockpile is six packages high. Step down back tier to a max of 4 packages high, as many as 6 packages high in between, and step down to four packages high in front.
8. Package dimensions vary by shipper and each shipper’s wood panel products is stored separately on site.
9. Any odd shaped or uneven packages must be stored separately to avoid an uneven pile.

Safety Precautions

- **Wear eye protection and gloves when unitizing wood panel products.**
- **Be aware of safety hazards in the immediate area which may result in slips, trips and falls**
- **Machine operators and labourers/checkers must keep in eye contact**
- **All employees including the Foreman must wear appropriate PPE**

