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NWOWS OH&S Book: Part 2: Field Work

Field Work is any and all work that occurs outside of the Shop or Office. It is best thought of as a basic level of practice to follow when working outside of the shop.

Always make your presence known. Inform a client if possible when entering their property. Wear high visibility clothing, ESPECIALLY during hunting season.

When trees need to be removed, they should only be cut by trained employees. If no employees have received chainsaw training and or the tree(s) is particularly large or dangerous, inform management and a subcontractor will be called to remove the tree.

Lifting should always be done with the legs, and whenever possible, lift as a team.

All electrical equipment needs to be grounded properly. Employees working in particularly wet trenches should never use corded electrical tools, instead, use battery operated tools, or do not enter the trench until it can be dried out.

Amendment A13060312B - Employees are to ensure all vehicles, drills, and works are at least 3m from ALL objects. This is to prevent fall and slip style injuries, damage to client's property, pinning, and blocking escape routes.

Amendment A13050312C - Employees are to set up a Meeting Location for all work sites. The meeting location is where client's and their agents are to stand in order to communicate to our employees that they wish to speak. Other than this meeting spot all non-staff are forbidden from coming closer than 10 meters to all heavy equipment. Pylons are to be setup at a public location to show the controlled work area. If client's cannot abide to these rules supervisors are to pack up and leave. If "neighbours" or "visitors" refuse to abide to these rules work is to halt and the appropriate police department is to be called.

Amendment A13050312D - A distinction needs to be made between a work sites. There are two types of work sites, from now on we will call them "Field Sites" and "Project Sites". Field sites can be worked alone, do not require Emergency Plan forms, BUT STILL require a meeting form. Field Sites include: consultations, collecting, estimates, staking locate sites, yield tests. A Project Site requires ALL paper work to be filled in (Emergency Plan, appropriate Meeting Forms, etc). Project sites require at least 2 employees, you may not work alone at a project site EXCEPT when guarding a site (no equipment may be used, or work done).

Amendment A13050312E - When performing a Yield Test with a Client's water system the owning client or an agent MUST be present for the entire test. This in the off chance that the pump becomes jammed on, runs dry, etc and we need to turn it off to prevent a fire.

When directing a vehicle or drill rig:

Always wear visible clothing. Use pre-established signals. ONLY ONE person should ever be directing the driver

of a vehicle or rig. All others helping are to be communicating with the signaler, NOT the driver.

When Stuck

Follow your Supervising Technicians instructions very carefully. Never go under a stuck machine, behind it, or in front of it when it is in gear or the driver has signalled that he is going to make an attempt at moving. Always be in a state of readiness to move quickly should a machine start to slide, never kneel near a stuck machine that could potentially slide. If you think a potential position would be difficult to get away from in an emergency, don't get in that position. Work as teams when carrying mats or stabilizing ties, use the proper equipment to move mats and ties to reduce strain.

Never pull a vehicle with a chain from a "loose chain" position, as the dramatic increase in tension can shatter a chain, and the resulting "whip" effect and flying pieces can kill and harm. When pulling a vehicle with a chain all non-driving employees should be at least 50 feet away. Cables are only to be used if, and only if, one end is directly attached to an operating winch.

Supervising Technicians should always ensure that employees are adequately hydrated, but take special care to ensure this when moving a stuck vehicle, as dehydration is more likely to occur at this time. Supervising Technicians should also ensure that employees receive a greater frequency of breaks during these situations as well. Supervisors should not spend more than 4 hours attempting to move a stuck machine, after this time the Manager should be contacted and the situation reassessed.