



**Exhibit 2**  
**Project Sign-in Checklist**

**This checklist is intended to assist Supervisors prepare for the startup of individual projects**

**Date:** \_\_\_\_\_ **CP/TSL:** \_\_\_\_\_ **Block:** \_\_\_\_\_ **RP:** \_\_\_\_\_

**Supervisor:** \_\_\_\_\_

<b>Checklist Items</b>	<b>Yes</b>	<b>N/A</b>
Required documents on site? (cutting permit, timber sale license, road permit, site plan etc.)		
Cutting permit/timber sale/road permit details reviewed and understood including timbermark?		
Road specifications and locations reviewed and understood including rehabilitation specs		
Site Plan restrictions reviewed and understood a by all?		
<ul style="list-style-type: none"> <li>• Riparian Management Area locations and constraints including field marking</li> <li>• Wildlife Tree Patches and/or other leave tree specifications</li> <li>• Seasonal constraints, sensitive areas and other resource features</li> <li>• Terrain stability considerations</li> <li>• Site plan maps match harvesting plan maps?</li> </ul>		
Worksite hazards have been assessed <b>and recorded</b> in preparation for project startup?		
Known hazards have been received from client/licensee (including steep slope areas)?		
Have steep slope safe work practices been established (written) for each steep area? (for CANFOR - Have these been signed off by licensee?)		
Planning adequate for handfalloing activities? (SWP's in place, check-ins, etc.)		
WorkSafeBC Notice of Project completed and on site?		
First Aid Site Assessment completed for the project site?		
First aid personnel and equipment present as per assessment requirements?		
<b>Do operators assigned first aid contact responsibilities clearly understand their role?</b>		
Worksite Emergency Plan (WEP) prepared for site and copied onto back of maps?		
Emergency Response Plan (ERP) or licensee equivalent on site and accessible?		
Emergency equipment adequate and on site (ETV, water tank, hand tools, spill kits etc.)		
Fire watcher responsibilities clearly outlined and available on site?		
Signage for the project adequate (including km signs)		
All required training completed?		
<ul style="list-style-type: none"> <li>• Duz Cho H&amp;S Orientation including WHMIS</li> <li>• Licensee EMS/SFM training (operators have their copy of EMS documents?)</li> <li>• Canfor truck hauling procedures - also applicable to all operators driving pickups (Requires signing and submission of form to CANFOR)</li> </ul>		
Does work include activities near energized powerlines?		
Have workers received appropriate awareness training for working near powerlines? (most likely from a BC Hydro or BC Transmission Corporation approved instructor)		

<b>For Timber Sale Licenses (BCTS)</b>		
All required notifications complete as per the TSL?		
<ul style="list-style-type: none"> <li>• Trapper notification</li> <li>• District Manager and Timber Sales Manager notifications</li> <li>• Fire response contact name provided to local Protection staff of MOFR</li> </ul>		
Emergency response drill completed and documented for the TSL?		