



ENVIRONMENTAL EMERGENCY RESPONSE PLAN ERP - 001

Worksite Details

Project #:

Physical location of activity:

UTM ZONE: 11

Contractor Contact Information

24 hr Contact Name and Phone(s):

Site Supervisor:

Other Key Emergency Contact(s):

NACFOR Contact Information

True North office: 250-265-3656 (8 AM to 5 PM Monday – Friday)

Supervisor: Hugh Watt 250-265-1856 cell; Frances Swan 250-265-1423 cell, Mike Webster 250-265-8234

Environmental Emergency Contact Information

Forest Fire Reporting : 1-800-663-5555 or *5555 on the Cantel and Telus networks

Spill Reporting: 1-800-663-3456 Emergency Management BC (EMBC)

CANUTEC (Canadian Transport Emergency Centre) for transportation of dangerous goods
1-888-226-8832, 1-613-996-6666 or *666 on cell phone (technical contact)

General Contact Information

Police: All areas 911

Work Safe BC: 1-888-621-7233 after hrs 1-866-922-4357

BC Ambulance: Within cellular network: 911 On Satellite phone: 1-250-374-5937 Toll Free: 1-800-461-9911

Hospital: Nakusp 250-265-3622, New Denver 250-358-7344

Hi-Terrain Helicopters (Nelson): 1-250-354-8445

Highland Helicopters: 250-265-3434

Poison Control Centre: 1-800-567-8911

Arrow Park/Needles Ferry: Western Pacific Marine 250-265-2201

Forest Fire Reporting: 1-800-663-5555

BC Hydro Emergency: 1-888-769-3766

BC Wildfire Management Branch phone: Southeast Fire Centre 250-365-4040, **Website** <http://bcwildfire.ca/>

Spill Response Specialists: SNC-LAVALIN (Morrow Environmental)

Golder Associates

Cranbrook Office 250-426-9070 (cell - 250-489-9733)

Castlegar, office 250-365-0344

Nelson Office 250-354-1664 (cell - 250-354-3797)

Kelowna Office 250-861-9070 (cell - 205-870-3493)

First Aid, Injury and Fatality Response

Life Threatening Emergency Situations

Call 911

First Aid / Injury

Call / radio First Aid attendant to the scene.

Ensure site is safe, comfort patient, assist FA attendant as needed.

Help to package patient and arrange for emergency transport



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Fatality

- Ensure site is safe.
- Phone 911 or 1-250-374-5937 if using the satellite phone, or RCMP.
Call WSBC at 1-888-621-7233 Mon – Fri 0830-1630 After Hours 1-866-922-4357.
- Do not disturb the site, cover the body, ribbon off the area, and block access with machine if needed.
- No one is to make any statements to anyone except to the Supervisor.

FOREST FIRE PREPAREDNESS AND RESPONSE

Initial Fire Response

1. Stop operations and immediately notify the rest of the crew regardless of fire size.
2. **Report Forest Fires immediately to BC Wildfire Management Branch and NACFOR.**
3. The individual reporting the fire shall remain available to communicate details of the fire suppression activity taken and what may be required.
4. The remaining crew shall begin immediate action on the fire to their level of safety and competence.
5. The person in charge of the crew during suppression operations will continue to supervise the efforts until relieved by licensee/contractor representative or BC Wildfire Management Branch personnel.

If Alone

- Take immediate action on the fire if you believe you can safely control it yourself.
- If the fire is beyond your ability, notify the BC Wildfire Management Branch immediately and follow their instructions. DO NOT take action on an intense fire yourself
- Report the fire to BC Wildfire Management Branch and licensee/contractor representative as soon as you feel that the fire can be left alone without spreading out of control.

Complete NACFOR Incident Report Form (CHK-014) and submit to NACFOR

Fire Roles and Responsibilities

Prior to Start-Up and During Operations

For all Industrial Activities

- Determine fire response equipment sufficient for the type of operation and the associated fire risk to comply with the Wildfire Regulations.
- Fire fighting hand tools includes shovels, axes, Pulaski, hand tank pumps, and fire extinguishers
General rule for accessing the adequacy of fire fighting hand tools is: # of workers role/function = # of hand tools on site
- Ensure that you have adequate fire tools on hand if there is a risk of a fire starting and spreading Danger Class III.

For All High Risk Industrial Activities

- In addition to hand tools you should determine if your operations are considered High Risk as defined in part 1 of the Wildfire Regulations.
- A fire suppression system is required capable of initial suppression of a fire of a reasonable and foreseeable size if started as a result of the high risk activity.
- Also refer to Ministry of Forests "*Interpretative Bulletin for the Application of Wildfire Regulation Application for the Forest Industry*" at the following website;
<http://bcwildfire.ca/Prevention/Industry/>



Fire Roles and Responsibilities – continued

- ☑ **For all Industrial Activities**
 - Determine fire response equipment sufficient for the type of operation and the associated fire risk to comply with the Wildfire Regulations.
 - Fire fighting hand tools includes shovels, axes, Pulaski, hand tank pumps, and fire extinguishers *General rule for accessing the adequacy of fire fighting hand tools is: # of workers role/function = # of hand tools on site*
 - Ensure that you have adequate fire tools on hand if there is a risk of a fire starting and spreading Danger Class III.
- ☑ **For All High Risk Industrial Activities**
 - In addition to hand tools you should determine if your operations are considered High Risk as defined in part 1 of the Wildfire Regulations.
 - A fire suppression system is required capable of initial suppression of a fire of a reasonable and foreseeable size if started as a result of the high risk activity.
 - Also refer to Ministry of Forests "*Interpretative Bulletin for the Application of Wildfire Regulation Application for the Forest Industry*" at the following website;
<http://bcwildfire.ca/Prevention/Industry/>
- ☑ **Determine Appropriate Weather Station for Fire Danger Class Ratings - Falls Creek**
 - Using the following website link to determine a representative weather station(s) which will be monitored during the term of operations <http://www.bcwildfire.ca/Weather/stations.htm>
 - Be aware the danger class rating on your site may be higher than the danger class ratings provided. Be sure to consider additional site conditions such as changes in slope aspect, stand conditions, forest health, or surface fuel conditions when determining applicable weather station to use and when to restrict your activities.
- ☑ **Provide 24hr Contact information**
 - Contractors must provide the NACFOR supervisor with a 24 hour a day contact telephone number if the person proposes to carry out an industrial activity on or after March 1 and before November 1 of that year.
- ☑ **Provide copies of your training records as required.**
- ☑ **Ensure employees are trained and aware of all fire emergency responsibilities.**
- ☑ **Complete Emergency Response Plan with worksite details and company contact information**

During Operations

- ☑ **Ensure employees are aware of all fire preparedness responsibilities and trained** as to their fire duties in accordance with Work Safe BC requirements
- ☑ **Conduct periodic drill(s) of fire preparedness and response** based on fire danger class ratings, employee knowledge and experience, seasonal conditions, environmental impact, and adjacent values.
- ☑ **Regularly monitor the appropriate fire weather index information** using your representative weather station and determine the appropriate Fire Danger Class for the area. For



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Danger Class Reports go to; http://bcwildfire.ca/Weather/Maps/danger_rating.htm

- Restrict activities during Fire Danger Class III, IV, or V situations**, including implementing fire watch, patrol, early shift, and cease activity, as required (see Schedule 3 of the Wildfire Regulation). Monitor activities and changing site/weather conditions. Do not operate solely by the schedule 3 of the Wildfire Regulation.
- Ensure a copy of the emergency response plan is onsite.**
- Conduct regular fire suppression equipment inspections and maintenance**
- Action a forest fire that is within 1 km of the site of the industrial activity.**
- Complete Hazard Assessments and Abatement** at prescribed intervals in accordance with the Wildfire Regulation;
 - Keep all debris piles clean, obtain burn reference number by calling 1-888-797-1717, complete hazard abatement and follow requirements including monitoring of burning activities
 - For smoke management / venting indices call Provincial Venting Index Hot Line 1-888-281-2992 or visit BC Environment Venting Index website <http://www.env.gov.bc.ca/epd/epdpa/venting/venting.html>
 - Extinguish and inspect debris piles by date specific on burning reference number
Apply to extend reference number if required to extinguish
- Provide 24hr Contact information**
 - Contractors must provide the NACFOR supervisor with a 24 hour a day contact telephone number if the person proposes to carry out an industrial activity on or after March 1 and before November 1 of that year.
- Provide copies of your training records as required.**
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SPILL PREPAREDNESS AND RESPONSE

Initial Spill Response Activity

1. Discovery and Assessment

- Follow safety procedures and use appropriate personal protective equipment prior to initiating response plan. Safety will take precedence over environmental cleanup.
- Account for all personnel.
- If Safe, **STOP THE PRODUCT FLOW!** Halt activities that are causing the spill (eg. Close valves; elevate leaking hoses, shut off pumps, etc.) **Minimize Impact of Spill**
- Prior to taking action complete an incident assessment (Safety, Spill Id/Volume and Environmental)

2. Notification and Documentation

- Report spills in accordance with spill reporting criteria listed "Table 1" below.
- If you feel that the spill is beyond your level of training and experience to handle, it is advisable that you seek assistance from a spill response specialist.**

3. Containment and Recovery

- Take action within your ability using resources (hand tools, heavy equipment and spill response equipment) at hand to minimize the spread and impact of the spill until additional resources and expertise arrive.

Spills to Land

- Determine extent of spill. Contain spills away from water course.
- Mark the perimeter of the spill, Dig recovery ditches around the perimeter and recovery pits (sumps) within the spill area.
- Monitor ditches and recovery pits to ensure the collection system is effective
- Recover the product from the containment area, treat or dispose of appropriately.

Spill to Water

- In a ditch or stream contain the spill using whatever surface water containment system possible
- Divert and corral the spilled product to the containment system using absorbent booms or other methods
- Continue to sweep and corral the spilled product to one corner for recovery

For Spills less than 25 litres

- Soak up all free products with absorbent pads, booms, and other materials.
- Place used absorbent materials in a heavy duty plastic bag or other suitable container for disposal or recycling. Mix stained soil with loose absorbents or commercial bioremediation agents.

4. Follow-up, Disposal and Site Restoration

- Ensure spills have been documented and reported to agencies and NACFOR as required.
- Complete clean-up and required mitigation actions, If required contact a spill response specialist for assistance
- Complete NACFOR Incident Report Form (CHK-014) and submit to NACFOR**



Spill Roles and Responsibilities (BE PREPARED)

- ☑ **Assess risk for potential spills** identify additional preventative and control measures
- ☑ **Ensure all workers understand Emergency response plan** and is available on site at all times
- ☑ **Ensure all workers are familiar with potential spill sites, spill kit locations and spill kit requirements**
- ☑ **Ensure workers are trained/aware** in WHMIS, TDG and Spill response
- ☑ Have available, on site appropriate MSDS
- ☑ **Conduct periodic drill(s) of spill preparedness and response** based on employee knowledge and experience, environmental impact, and adjacent values. Where applicable refer to local procedures.
- ☑ **Complete spill kits inspections and maintain spill kits** as necessary
 - For Equipment spill kit content requirements see Fuel Handling Environmental Field Procedure.
- ☑ **Respond to all spills** in accordance with the emergency response plan
 - If you are responsible for a spill of hazardous material, you are then responsible to take appropriate actions to minimize environmental impact.
- ☑ **Report all reportable spills** to the appropriate agencies and to NACFOR.

Spill Reporting Criteria (If in Doubt Report the Spill)

- ☑ All spills that are equal to or greater than the Provincial Emergency Program (PEP) reportable level must be reported to PEP **(1-800-663-3456)** as soon as possible and within 24hrs.
- ☑ Any spills of deleterious substance to a watercourse must be reported to PEP as soon as possible and within 24hrs. **(1-800-663-3456)**
- ☑ All spills that are equal to or greater than the NACFOR reportable level must be reported to NACFOR contact as soon as possible and within 24hrs.

Table 1: Reportable Levels of Hazardous Materials Spills

Hazardous Material	PEP Reportable Level ⁽¹⁾	NACFOR Reportable Level ⁽²⁾
Antifreeze	5 kilograms (5 liters)	25 litres
Diesel fuel	100 litres	25 litres
Gasoline (auto & saw)	100 litres	25 litres
Greases	100 litres	25 litres
Hydraulic Oil	100 litres	25 litres
Lubricating Oils	100 litres	25 litres
Methyl Hydrate	5 kilograms	5 litres
Paints & Paint Thinners	100 litres	25 litres
Solvents	100 litres	25 litres
Pesticides	1 kilogram	1 kilogram
Explosives	Any	Any

(1) as required by the BC Spill Reporting Regulation

(2) or a spill of ANY quantity that enters a surface water body (e.g.: running ditch, stream, lake)



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LANDSLIDE & EROSION EVENT RESPONSE

Initial Response Activity

1. **Evaluate.** Follow applicable safety procedures and notify supervisor and other workers. If safe to do so, assess situation to determine if activities must be shut down.
2. **Immediate Remedial Action.** Take steps to control further environmental impacts.
3. **Notification.** Report the erosion event to the NACFOR contact within 24 hours or as soon as practical. (Refer to Reporting Criteria)
4. **Before Leaving the Site.** Supervisors must account for all workers before leaving the site. If a shutdown is required, park all equipment in an environmentally safe location (avoid riparian management areas, steep side slopes, steep road sections, areas with excessive soil moisture, and areas within reach of standing timber).
5. **If Environmental Damage Has Occurred.** The NACFOR contact must review the situation with the appropriate personnel. Work in the area may only resume once approval has been granted.
6. **Complete NACFOR Incident Report Form (CHK-014) and submit to NACFOR**

Landslide & Erosion Roles and Responsibilities

- Verify that operations are conducted in a manner that minimizes the risk of an erosion event occurring.
- Ensure all workers understand and trained in response procedures and it is available on site at all times.
- Supervisor ensures all employees are familiar with risk areas.
- Assess landslides and erosion events, determine reporting requirements, and report to NACFOR contact immediately where applicable.
- Respond to erosion events in accordance with this emergency response plan.

Landslide/ Erosion Event Reporting Criteria

Landslides and major erosion events must be reported to NACFOR in ANY of the following circumstances:

- Loss or imminent loss of life or property,
- Significant environmental damage,
- Situations which potentially create loss of provincial revenue or funds.
- Abnormal movement has occurred or is actively occurring at a site,
- Abnormal sedimentation,
- A volume of greater than 250 m³ has moved or is imminent danger of movement,
- A land area greater than 0.25 hectares is disturbed,
- A road or structure is damaged and requires structural repairs.