Work Plan 2015
BC Forest Safety Council

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Contents

2015 Workplan Activities:

Project Title:	Training & Education
Project Goal/Expectation:	BCFSC will develop and deliver quality OHS and COR training and education services that address the safety needs of forestry.

Activity 1.1 — Training Systems, Policies and Procedures

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop and refine training department processes and policies.	• training department staff • management consultant/facilitator • lawyer	$8,000	Continued in 2015. Processes fully implemented in Q4.	Training manager	• Develop the following 9 policies and procedures to guide training systems at a level aligned with PCTIA requirements (approximately 90% alignment) 1) Attendance Policies 2) Dismissal Policy 3) Dispute Policy 4) PIPA Policy 5) Program Outlines (each course) 6) Records Policies 7) Facilities Standards Refund Policy 8) Document Control Policy	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Streamlined processes in training department, with clear direction for tasks	Tracking of number of policies developed and implemented.	Jan Dec '15	

Project Title:	Training & Education

Activity 1.2 — Training Program Revisions

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Review training programs, with advisory committee support, to improve content and quality of materials.	• training and falling department staff • curriculum writer • advisory committees	$5,000	Q1-Q4	Training manager	• revisions to Falling Supervisor program • minimum of one advisory committee meeting – falling supervisor group	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Improved course content	Evaluation forms Uptake of programs Feedback from instructors	Jan–Dec '15	

Activity 1.3 — Maintain High Quality Instructors

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Conduct quality assurance on instructors as directed by the QA process.	• training department staff • training contractors	$22,000	Q1-Q4	Training manager and Program Development manager	• Better quality instruction: Instructors have current Council information, and have development needs identified • 2 Train the Trainer workshops conducted. One for general Council work and one for an additional (new/revised) program • QA reviews for every instructor in 2015	

Project Title:	Training & Education	

1.3 continued Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Student evaluations show that instructors provide a high quality product • QA review by staff shows that instructors meet or exceed requirements. If not, a corrective action plan is in place	• Evaluation forms • QA forms	Jan–Dec '15	

Activity 1.4 — Supervisor Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
• Deliver supervisor training (new 3-module program) • Deliver falling supervisor training (5 day program)	• training department staff • training contractors		Q1-Q4	Training manager	• Offer 120 supervisors training seats (in each of 3 modules) • Offer 100 falling supervisors training seats	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Offer targeted number of training seats. • Student evaluations indicate a high quality training experience.	• Number of training seats offered • Course evaluations	Jan–Dec '15	

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Project Title:	Training & Education

Activity 1.5 — Investigation Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Deliver Incident Investigations Programs: o Basic Incident Investigation (BII) o Advanced Incident Investigation (AII)	• training department staff • SAFE Co staff • training contractors		Q1-Q4	Training manager	• 84 BII training seats offered • 72 AII training seats offered	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Meet number of planned training seats. • Student evaluations indicate a high quality training experience.	• Number of planned training seats • Course evaluations	Jan–Dec '15	

Activity 1.6 — Chainsaw Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Administer franchise Chainsaw Training	• training department staff • falling contractors • franchise trainers		Q1-Q4	• Training manager • Franchise trainers	• 112 franchise training seats offered • contracts signed • QA conducted on trainers	

Project Title:	Training & Education

1.6 continued Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
High quality chainsaw training delivered province-wide.	• Number of training seats offered • Course evaluations • QA reports on trainers	Jan–Dec '15	

Activity 1.7 — Targeted Workshops

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
In concert with industry requests, deliver (and develop) workshops: - Prime Contractor - Steep Slopes - Emergency Response Planning	• training department staff • WSBC staff • curriculum writer • advisory committee	$22,000	Q1-Q4	• Program Development manager and Training manager	• Able to meet all industry requests to conduct workshops	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Meet anticipated outputs. • Feedback received indicates participants have improved their skills to operate injury free under the specific condition covered in the workshops	• Number of participants • Course evaluations • Requests for additional training	Jan–Dec '15	

Project Title:	Training & Education

Activity 1.8 —Mental and Physical Health Programs

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Expand Fit to Log nutrition, hydration and safe movement programs to non-falling companies. Re-introduce Power Driving program and include machine operators. Fatigue management, materials and workshops offered.	• training department staff • transportation staff • training contractors	$47,000	Q1-Q4	Program Development manager	• Offer Power Driving workshops when requested by companies/organizations • Approximately 6 workshops anticipated • Implement Fatigue Science (Readiband) Program with 50 log truck drivers • Reach 480 log truck companies and 1700 logging contractors with introductory awareness materials on mental and physical health	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Decrease in injury rates for log truck driving and logging CUs.	• Number of participants • Program evaluations • Requests for workshops and resources • Annual WorkSafeBC injury rate report	Jan–Dec '15	

Project Title:	Training & Education

Activity 1.9 — Skills for Qualified Workers

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
With advisory committees, develop DACUM matrices that identify and evaluate the key skills for competent workers.	• training department staff • advisory committees • DACUM facilitator	$55,000	Q1-Q3 Q4 - Develop training if requested	Training manager	• four DACUM workshops • four competency matrices • four evaluations (including logging supervisor)	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• DACUMs completed and ready to be used to develop training (if requested by industry) • Industry managers download evaluations and competency matrices from website	• DACUM documents completed • Number of evaluations downloaded from website	Jan–Dec '15	

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Project Title:	Training & Education

Activity 1.10 — Certified Incident Investigation Advisors Program

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Maintain incident investigation advisors to provide advice to industry on completing high quality investigations. Continue meetings of advisory group to identify further actions to improve investigations within industry.	• training department staff • training contractors • advisory committee	$15,000	Q1-Q4	Program Development manager	• Advisors called upon by industry to support investigations • Continued training opportunities for advisor group • New resources developed by advisory committee • Maintain a pool of 6 advisors • Promote use of advisors within industry	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Smaller companies have support and learn to conduct excellent quality investigations and identify effective corrective actions.	• Requests for support on investigations (track each year) • Number of advisors in group	Jan–Dec '15	

Project Title:	Training & Education

Activity 1.11 — Tools for Behavior Change

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Continue work to develop tools to support behavior change (safer choices).	• training department staff • behavior change contractors • advisory groups	$20,000	Q1-Q4	Training manager	• continue 3 point project with log truck drivers • begin second project (possibly lockout) • workshops	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Reduction in fall injury rates for log truck drivers.	• Tracking of activity (included in project deliverables) • Requests for tools/review • 2016 WorkSafeBC injury rate report	Jan-Dec '15	

Activity 1.12 — New Worker Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop new worker training – if requested by industry. This training has been discussed but not confirmed.	• training department staff • curriculum designer • advisory committee	$14,000	Q3, Q4	Training manager	• webinar • resources • advisory committee meeting	

Project Title:	Training & Education	

1.12 continued Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Webinar is developed and delivered.	Number of webinar attendees	Q4	

Activity 1.13 — Hazard Recognition

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop hazard recognition tools – Not another system or acronym. Training on how to practically incorporate hazard id into daily business.	• training department staff • curriculum designer • industry experts • videographer	$14,000	Q3, Q4	Training manager and Program Development manager	• video (reminder to stop and think) • tailgate package	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Video and tailgate packages are delivered.	Number of video hits on YouTube channel.	Q4	

Project Title:	Training & Education

Activity 1.14 — Steep Slope Logging Project with FP Innovations

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Support industry and FP Innovations in developing new steep slope logging approaches and technologies.	• FP Innovations • Industry representatives		Q1-Q4	CEO	• Administration of the steep slope program funded through the Western Diversification Program, as per the project guidelines • Development of dashboard stability indicator technology, machine stability rating system and winch assisted tethering application	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Meeting outcomes stated in the project guidelines, including the completion of the three projects.	Regular progress reports as required by the project guidelines.	Jan-Dec '15	

Activity 1.15 — Safety Conferences

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Identify industry champions to organize safety conferences in the Southern and Northern Interior.	• Council staff • WSBC rep's • Ministry (MoFLNRO) rep's • Industry rep's		Q1-Q4	Manager, Training & Program Development	• Creation of Steering Committee(s) to organize Conferences	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Number of conference planning meetings held • Conferences organized and carried out	Meeting minutes and conference materials	Q1-Q4	

Project Title:	COR and SAFE Companies
Project Goal/Expectation:	BCFSC will develop and deliver quality OHS and COR training and education services including the provision and management of the industry pre-qualification certification and COR program.

Activity 2.1 — COR and SAFE Companies Program Certifications

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Engage employers to become certified.	• Program funding • COR Adviser		Jan-Dec '15 (ongoing)	COR Admin. staff and Advisors	New COR and SAFE Companies Certifications: o 30 Individual Owner Operators o 60 Small Employers o 10 Large Employers	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Net increase of 100 companies participating in the COR and SAFE Companies Program.	Number of new COR and SAFE Companies certifications.	Jan-Dec '15 (ongoing)	

Project Title:	COR and SAFE Companies

Activity 2.2 — COR and SAFE Companies (Quality Assurance)

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Complete desktop audit reviews and conduct onsite verification audits, in accordance with the COR Program Standards and Guidelines and SAFE Companies Guidelines.	• Program funding • COR Adviser • Consultants • WorkSafeBC data		Jan-Dec '15 (ongoing)	COR Admin. staff and Advisors	• Successful completion of COR Audit Quality Assurance as per program Standards and Guidelines and SAFE Companies Guidelines • 197 Certifying Partner Initiated Verification Audits completed of COR and SAFE Certified Companies including • WIVA Audits as determined by WorkSafeBC • 5 week turnaround in audit review time	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Successful employer interactions as determined by subjective evaluation of safety advisor • Increased adoption of OHS practices by selected employers • Increased audit score one year after verification	Track number of verification audits	Jan-Dec '15 (ongoing)	

Project Title:	COR and SAFE Companies

Activity 2.3 —"Safety is Good Business" Project

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop training and resources for owners to demonstrate the business case for safety in the industry sector.	• Program funding • CEO • Training Manager • Consultants • Safety Advisors • Industry Advisory Team	$20,000	• Q1 – Q2 Research, build content and course • Q3 Completion & training delivery	Training Manager	• 80 training seats offered (webinar and 3 workshops)	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Increased awareness of the business case for safety and how to integrate safety within the core business as it relates to the industry sector.	• Number of owners attending course • Number of owners attending course that pursue COR Certification • Post-class course survey data • Industry survey	• Q1- Q2 Research training and content development • Q3 Completion and training delivery	

Project Title:	COR and SAFE Companies

Activity 2.4 — COR & SAFE Companies Auditor (Initial Certification) Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
• Deliver initial COR and SAFE Companies Auditor Certification training for external and internal auditors • Revise initial certification training to reflect revised COR and SAFE Companies audit standard	• Program funding • COR Advisor • TAC • Consultant Trainers		Jan-Dec'15 (ongoing)	Training Manager	• 27 (Large Employer) Trained & Certified as Internal Auditors for the first time • 365 (Small Employer / Owner Operator) Certified as Internal Auditors for the first time	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Increased understanding of COR and SAFE Companies audit tools and policy and procedures related to the audit process • Improved auditor performance • Consistent application of COR and SAFE Companies auditing tools, policies and procedures across participating employers	• Number of participants • Post-class / online course survey data	Jan-Dec'15 (ongoing)	

Project Title:	COR and SAFE Companies

Activity 2.5 — COR Auditor (Refresher/Recertification) Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
• Deliver COR refresher training to enable auditors to maintain their certification • Revise refresher/re certification training to reflect revised COR and SAFE Companies audit standard	• Program funding • COR Advisors • TAC • Consultants	$18,000	Jan-Dec'15 (ongoing)	Training Manager	• 175 (Small Employer / Owner Operator) Internal Auditors trained & recertified • Revised BASE and Small Employer auditor training courses	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Increased understanding of COR audit tools, policies and procedures related to the audit process • Improved auditor performance • Consistent application of COR auditing tools, policies and procedures across participating employers	• Number of auditors certifying • Participant performance and compare trends of previous years • Post-class / online course survey data	Jan-Dec'15 (ongoing)	

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Project Title:	COR and SAFE Companies

Activity 2.6 Return to Work (RTW) & COR Helpline Service

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Ongoing service provision of BCFSC's dedicated RTW & COR industry helpline	• Program funding • COR Admin • Internal marketing resources • WSBC Forestry Centre of Excellence	$20,000	Jan-Dec'15 (ongoing)	Director, SAFE Companies	• Provision of helpline during office hours and support of coastal industry claims pilot with WSBC	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Increased helpline usage • Increased stakeholder understanding of responsibilities under the Act, OHSR and other applicable laws and regulations • Increased stakeholder understanding of the benefits and requirements of the COR program • Increased adoption of OHS, Return to Work and Injury Management practices	• Number of calls and enquiries • Evaluation of claims duration and time to report claims – looking for decrease in duration	Jan-Dec'15 (ongoing)	

Project Title:	COR and SAFE Companies

Activity 2.7 — Implement revised COR and SAFE Companies audit system

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Start to implement revised COR and SAFE Companies audit system. Maintain service of COR and SAFE Companies system to naturally aligned employers.	• Program funding • COR Advisors • TAC Committee • Operational Staff		Jan-Dec'15 (ongoing)	Director, SAFE Companies COR Admin. staff and Advisors	• One third of COR and SAFE Companies transferred to revised system	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Successful transfer of one third of companies to new system • Increased adoption of OHS practices by selected employers	• Track number of companies successfully transferred to revised system • Industry feedback is positive	Jan-Dec'15 (ongoing)	

Project Title:	Falling
Project Goal/Expectation:	BCFSC will deliver a quality falling program that will reduce serious faller incidents and fatalities

Activity 3.1 — New Faller Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
• Deliver New Faller Training to 50 students • Have capacity to deliver up to 100 students	• Fee for service for student training • NFT Program Coordinator (Lead) • Falling Program Team • QS/T Contractors		Jan-Dec '15 (ongoing)	NFT Program Coordinator	• 50 Students trained	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Trainee fallers ready to work in industry for their 'up to 180 days' work experience prior to certification.	• Number of NFT students successfully trained or failed • Number of NFT students successfully certified, or attempted • Participant feedback indicates that the learning objectives were delivered	Jan-Dec '15 (ongoing)	

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Project Title:	Falling

Activity 3.2 — Faller Certification

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Certify 45 fallers	• Fee for service • Training & Program Development Administrator (Lead) • Falling Program Team • QS/T Contractors		Jan-Dec '15 (ongoing)	Training & Program Development Administrator	• Meet the demand for skills assessment challenges to the requirement for 30 days of New Faller Training (estimate 10) • Meet the demand for skills assessments for New Faller Trainees who have completed their 'up to 180 days' work experience (estimate 35)	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Fallers are assessed and certified to the BC Faller Training Standard.	• Number of applicants declined, certified for certification, or failed, through the skills assessment challenge process • Number of applicants declined, certified for certification, or failed, through the New Faller Training process • Participant feedback that certification process was adhered to	Jan-Dec '15 (ongoing)	

Project Title:	Falling

Activity 3.3 — Qualified Supervisor/Trainer

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting

Deliver QS/T Training to 12 participants	• Fee for service for student training
	
	• Training & Program Development Administrator (Lead)
	
	• QS/T Contractors
			Jan-Dec '15 (ongoing)	Training & Program Development Administrator	• 12 participants trained
					
					  o 6 qualified to certify fallers
					
					  o 6 qualified to train fallers
					
					• 24 quality assurance/mentor visits to new QS/Ts	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
QS/Ts are trained and can meet the needs of industry for certifying and training fallers	• Number of QS/T participants trained • Number of QS/T participants qualified to certify fallers • Number of QS/T participants qualified to teach new faller training • Number of quality assurance visits to new QS/Ts • Participant feedback indicates that the learning objectives were delivered	Jan-Dec '15 (ongoing)	

Project Title:	Falling

Activity 3.4 — Certified Falling Supervisor

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Certify falling supervisors to meet industry demand	• Program Funding • Training & Program Development Administrator (Lead) • Falling Safety Advisors • Falling Program Team		Jan-Dec '15 (ongoing)	Training & Program Development Administrator	• Meet the demand for Certified Falling Supervisors • Falling Supervisors are supported through the certification process by Falling Safety Advisors	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Certified Falling Supervisors meet industry best practice for supervision of hand fallers	• Number of days preparing falling supervisors for certification • Number of falling supervisor certification assessments for Coastal Harvesting operations • Number of falling supervisor certification assessments for Interior Harvesting operations • Number of days supporting falling supervisors	Jan-Dec '15 (ongoing)	

Project Title:	Falling

Activity 3.5 — Falling Safety Advisors (In field support)

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
• Deliver In field falling support services (80% of falling safety advisor time) • Falling Technical support resource to Industry (20% of falling advisor time)	• Program Funding • Falling Safety Advisors • Falling Program Team	$ 450,000	Jan-Dec '15 (ongoing)	Falling Manager	• 50 Quality Assurance activities - fallers, falling supervisors and existing QS/Ts • 15 Confidential Company reviews of falling safety systems • 10 Falling Supervisor Certification Preparation visits • 10 Support visits for Dangerous Tree Faller Blasters • 20 Remedial training days • 300 Support days for fallers, falling supervisors and QS/Ts • Falling Supervisors Certifications that meet the requirements for Coastal and Interior operations • Falling Incident Investigation support on request	

Project Title:	Falling

3.5 Measurement and Evaluation continued

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Monthly falling program field activity report.	• Number of Quality Assurance activities - fallers, falling supervisors and existing QS/Ts • Number of Confidential Company reviews of falling safety systems • Number of Falling Supervisor Certification Preparation visits • Number of Support visits for Dangerous Tree Faller Blasters • Number of Remedial training days • Number of Support days for fallers, falling supervisors and QS/Ts • Number of Falling Supervisors Certifications • Number of Falling Incident Investigation support visits	Jan-Dec '15 (ongoing)	

Activity 3.6 — Project – Booklet Top 5 Ways to Keep Fallers Safe

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop a booklet to share information on the top 5 ways to keep fallers safe.	• Program Funding • Falling Manager • Falling Program Team • Falling experts • Contract facilitator • Contractor (Publisher)	$20,000		Falling Manager	• Booklet developed that shares experiences of fallers that had successful (safe) careers	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Fallers support the publication and implement the top tips into their work practices.		Jan-Dec '15 (ongoing)	

Project Title:	Falling	

Activity 3.7 — Project – Modularize New Faller Training Materials

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Complete process to update New Faller Training course materials. This will include consideration of modularizing the training and determining if and how Single Standing Stem and Tree Topping can be incorporated.	• Program funding for updating materials • Program Funding • Falling Manager • Falling Program Team • Falling experts • Contractor	$50,000		Falling Manager	• Updated training materials	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Updated course materials meet the needs of new faller trainees.		Jan-Dec '15 (ongoing)	

Project Title:	Falling

Activity 3.8 — Project – Update QS/T Materials

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Conduct QS/T quality assurance, ongoing professional development and complete ongoing updates to training materials.	• Program Funding for quality assurance, QS/T meetings & updating training materials • Falling Program Team • QS/T Contractors	• $25,500 meetings • $2,500 updating materials			• 2 QS/T meetings • Updated training materials	

3.8 Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
QS/T course material meets the needs for training QS/Ts.	• Number of QS/T meetings • Project report on completion of QS/T materials	Jan-Dec '15 (ongoing)	

Project Title:	Falling

Activity 3.9 — Qualified Faller/Training (QF/T) to support Industry Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Deliver QF/T Training and quality assurance; update the training materials as required.	• Program Funding • NFT Program Coordinator (Lead) • Falling Program Team • QS/T Contractors	$50,000	Jan-Dec '15 (ongoing)	NFT Program Coordinator	• 8 QF/T participants trained • 30 quality assurance/mentor visits to QF/Ts	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Industry Training is available as a viable option to train new fallers.	• Number of QF/T participants trained • Number of fallers trained by QF/Ts • Participant feedback indicates that the learning objectives were delivered	Jan-Dec '15 (ongoing)	

Project Title:	Transportation
Project Goal/Expectation:	Determine the type, frequency and factors relating to transportation safety incidences and provide data, expertise, resources and support to the forest industry to improve transportation safety performance.

Activity 4.1 — Data Acquisition and Analysis

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Data Acquisition and Analysis	• TS Staff • Forest Industry safety incident data • WSBC • ICBC • CVSE	$500	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Compiled and analysed data set to include: o Nature and severity of incidents o Location o Type and number of vehicles involved o Injury type and severity o Causation o Recordable incident rate per timber volume harvested • Communication of findings	Quarterly

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Clear understanding of safety issues and trends by BCFSC and industry. • Ensure Workplan targets items that will reduce serious injuries and fatalities. • Establish baseline data. • Ability to demonstrate where practical the direct relation between TS programs and improvements in safety. • Communicate findings with industry	Safety Incident data for industry specific to transportation	2015 Quarterly (ongoing)	

Project Title:	Transportation

Activity 4.2 — Trucking Advisory Group

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Support Trucking Advisory Group	• TS Staff • BCFSC CEO • Forest Industry data and member input on industry requirements/priorities	$10 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Ensure group is effective and efficient in mandate • Aid in the identification and implementation of safety initiatives • Provide direction on funding and resource allocation	Quarterly

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Expedited buy in and cooperation for key safety initiatives. • Identify key transportation safety related issues. • Provide direction on transportation safety initiatives. • Provide feedback on existing initiatives. • TAG membership represents key players in BC forest industry. • Improves the value of TS and LTTAC outputs to both industry partners and log hauling community.	• Meeting minutes • Budgets • Action plans • Action items and assigned responsibilities	Quarterly (ongoing)	

Project Title:	Transportation

Activity 4.3 — Log Truck Technical Advisory Committee

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Support Log Truck Technical Advisory Committee	• TS Staff	$23 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Ensure group is effective and efficient in mandate • Aid in the identification and implementation of safety initiatives • Provide direction on funding and resource allocation	Quarterly

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Identify key transportation safety related issues. • Provide technical expertise. • Provide direction on transportation safety initiatives. • Provide feedback on existing initiatives. • Ensure LTTAC membership represents the key players in log truck transportation.	• Meeting minutes • Budgets • Action plans • Action items and assigned responsibilities	Quarterly (ongoing)	

Project Title:	Transportation

Activity 4.4 — Woodlot and Community Forest Safety Advisory Committee (WC-SAC)

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Support Woodlot and Community Forest Safety Advisory Committee (WCSAC)	• TS Staff	$16 500	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Continue support to WC-SAC; maintain group. • Continue process development. • Annual review of terms of reference. • Set meeting dates, initiate and chair. • Solicit recommendations and feedback from group and establish relevant actions	Quarterly

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Identify key safety related issues. • Expedited buy in and cooperation for key safety initiatives. • Provide direction on key safety initiatives. • Provide feedback on existing initiatives. • Improves the value of BCFSC outputs to WC-SAC and other industry partners.	Woodlot and Community Forest Safety Incident Data	Quarterly (ongoing)	

Project Title:	Transportation

Activity 4.5 — Road Safety Management Committees

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Participate in Road Safety Management Committees or similar	• TS Staff • RSMC Members	$9 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Annual summary of current status of each RSMC. • Post or otherwise provide easy access to Forest Road Procedures. • Provide information packages at least once annually to each RSMC. • Participate in at least one meeting per group annually. • Attend 20 meetings in person.	Annual

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Improve knowledge of regional transportation and safety issues. • Improve knowledge transfer between RSMCs. • Effectively communicate Information, resources and tools available to improve safety performance to industry and the public. • Encourage RSMCs to remain active. • Encourage regional consistency in Forest Road Procedures. • Encourage adoption of best practices.	• Number of committee meetings attended • Type and amount of resources provided	Annual (ongoing)	

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Project Title:	Transportation

Activity 4.6 — Log Truck Driver Training

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Log Truck Driver Training (LTDT)	• TS Staff • Funding • LTTAC • CHAG • TAG • Forest Industry partners with BCFSC to develop log truck training initiative.	Total = $500 000 Sponsorships = $422 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• LTDT competency summary. • Full LTDT competency document • LTDT support documents available online. • Log Truck Driver standards and training program(s) that are accepted and supported by the forest industry and province. • 30 drivers trained through industry partners.	Q2 & Q4

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Training standard accepted by industry that improves new driver skills, knowledge and safety performance.	• Number of students trained • Institution feedback survey data • Student feedback survey data • Employer feedback survey data • Cost per student	Q2 & Q4 (Ongoing)	

Project Title:	Transportation

Activity 4.7 — Log Truck Driver Certification

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Log Truck Driver Certification (LTDC)	• TS Staff • ICBC • Industry partners • LTTAC • TAG • CHAG	Total = $34 000 Sponsors hips = $ 20 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• LTDC assessment piloted, revised and final draft complete. • Three LTDC assessor recruited, assessed and trained. • LTDC support documents available online.	Q2 & Q4

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Log Truck Driver Certification standards and program piloted and results presented to industry.	• Number of drivers certified • Opinions and feedback • Cost determination	Jan-Dec '15 ongoing	

Activity 4.8 — Log Truck Mentorship Resources

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Log Truck Mentorship Resources	• TS Staff • Print media supplier • LTTAC	$7 000	Jan-Dec '15	Director, Transportation Safety	• Research and evaluation of existing tools and resources. • Gap analysis • Draft a resource package • Feedback from LTTAC and industry.	Annual

Project Title:	Transportation	

4.8 continued Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Provide industry with tools to successfully mentor new log truck drivers. • Increase industry knowledge of the benefits of mentoring.	• Survey industry as to value of resource package	Jan-Dec '15	

Activity 4.9 — Vehicle Identification Project

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Vehicle Identification Number Project	• TS Staff • Industry VIN registration • Contractor/Web site development	$1 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Website and associated administrative tools to assign VIN and monitor and report on safety issues and performance • 500 new vehicles registered	Annual

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Tools and processes that successfully increase communication, driver accountability, safety and reduce incidents.	• Number of VIN registrations • Traffic level on website • Reported incidences	Q2 & Q4 (ongoing)	

Project Title:	Transportation

Activity 4.10 — Resources

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Resources	• TS Staff • Print media contractor • Video media contractor	$4 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Review and maintain existing resources including: ○ Winter Driving Packages ○ Resource Road User Guide ○ Helicopter Safety User Guide ○ Marine Passenger Safety Guide. • TS print media. • TS resource packages. • Two new TS safety postcards • Safe resource road radio use training video	Annual

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Effective communication of Information, resources and tools available to improve safety performance.to industry and the public. • Increase industry knowledge, awareness and engagement.	• Number of different resources generated. • Total resources distributed.	Jan-Dec '15	

Project Title:	Transportation

Activity 4.11 — Communications

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Communications	• BCFSC Staff • Forest Industry safety incident data and information • Contractors	Total = $80 000 Sponsorships = $42 000	Jan-Dec '15 Ongoing	Director, Transportation Safety	• Communications plan for the year. • TS Rumblings newsletter, Quarterly • Three TS articles for industry publications. • Radio campaigns when appropriate with work plan items • Participate in six trade conferences. • Maintain and develop website content relevant to Workplan items. • 15 TS safety training/education sessions • Organise and participate in the CNRE Health and Wellness Zone	Q2 & Q4

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Effective communication of Information, resources and tools available to improve safety performance to industry and the public • Increase industry knowledge, awareness and engagement • 15 training sessions	• Rumblings subscriptions • Individuals reached through communications activities • Session participant information and feedback • Number of participants and attendees at the CNRE	Jan-Dec '15	

Project Title:	Corporate	

Activity 5.1 —Corporate / BCFSC 2015 Conference

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Support the planning and management of the annual VISC conference for member CUs and related industry CUs.	• Program funding • CEO • BCFSC Team • BSFSC Board & Committees	$2,500	Q1-Q3-Event planning Q4 completion & facilitation of 1 day conference	CEO	• Annual conference • Report progress of industry initiatives	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Growth in attendance and level of satisfaction • Increased awareness of latest health and safety developments and opportunities for improvement as they relate to the member CUs and related businesses	• Delegate numbers • Conference evaluations	Jan – Oct '14	

Project Title:	Corporate	

Activity 5.2 — Corporate / Marketing & Communications

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Develop and promote communications and media content to increase awareness of BCFSC and industry initiatives.	• Program funding • CEO • Comm. Specialist • Graphic Designer (Consultant)	$202,500	Jan-Dec '15 (ongoing)	Director, SAFE Companies	• **Paid Media:** 4 safety themed radio advertisements, published (soft & hard) media advertisements: articles and advertisements in Industry magazines/e news • **Hardcopy and eNews Bulletin:** 6 published annually	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Increased awareness of BCFSC and industry services and programs in member CUs • Increased adoption of BCFSC and industry programs and services	• Industry feedback • WorkSafeBC market penetration survey	Jan-Dec '15 (ongoing)	

Project Title:	Corporate

Activity 5.3 — Corporate / BCFSC Engagement with Industry

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Promote BCFSC services and programs directly to industry.	• Program funding • CEO • Comm. Specialist		Jan-Dec '15 (ongoing)	CEO	• 15 one-on-one visits with senior leaders • 4 presentations to targeted industry groups	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
• Increased awareness of BCFSC and industry services and programs in member CUs • Increased adoption of BCFSC and industry programs and services	• Industry surveys (every three years)	Jan-Dec '15 (ongoing)	

Project Title:	Corporate

Activity 5.4 — Corporate / Outreach Activities (Trade Shows and Events)

Activity	Inputs	Budget	Time Frame	Responsible	Anticipated Outputs	Progress Reporting
Attend trade shows and events to promote the products and services of BCFSC.	• Program funding • Comm. Specialist & COR Adviser	$54,700	Jan-Dec '15 (ongoing)	SAFE Companies & Operational Personnel	• Attendance at 8 trade shows and events in 2015 that align with BCFSC and industry strategic vision	

Measurement and Evaluation

Outcome Indicators	Data Collection	Time Lines	Evaluation Results
Increases industry awareness and adoption of BCFSC and industry programs and services.	• Surveys of trade show and event delegates • Industry surveys (every three years) • Measurement of outreach activities with industry	Jan-Dec '15 (ongoing)	

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