

## GENERAL SAFETY RULES

- All visitors and first time contractors must report to the office
- Sign in upon arrival and sign out before you leave
- Personal protective equipment required:
  - Hard hat
  - Hi Vis Vest or Coveralls
  - Safety glasses with side shields
  - Hearing protection
  - CSA approved steel toed boots (if working on plant site)
- All injuries, incidents, hazards, fires, and close calls must be reported
- No admittance to anyone impaired by drugs (including medications) or alcohol
- Speed limit on plant site maximum 15 KPH
- Do not operate any machines, tools, or equipment you have not been authorized and trained to use
- Equipment must not be operated if it is damaged, defective, or if all guards are not in place
- Stay clear of all loads being moved or conveyed by material handling equipment
- Avoid confined spaces unless you are trained and authorized to enter
- Keep work area clean and free of tripping hazards
- Obey all posted signs
- For your safety, follow all safe work procedures. If you are unsure, STOP and ask for help

## LAVINGTON PELLET LP SITE ORIENTATION

### EMERGENCY PROCEDURES

- Notify the shift Supervisor immediately
- of any emergency situation
- Summon emergency first aid by radio or one long blast on mobile equipment horn (all first aid attendants to first aid room immediately)
- Call 911 for Fire, Police, or Ambulance
- First aid attendants to determine injury
- Give plant physical address to dispatcher
- Ask any employee to find you a first aid attendant in a non-emergency
- Muster station for evacuation is located at the east end of the site by the scale building. **Signal is a loud audible siren left on for duration of evacuation**
- Choose the nearest, safe exit and proceed directly to the muster station. Check in with the on-site Supervisor
- For incipient fire (not moving) use a fire extinguisher to put it out only if you are trained and competent to use one. If it is beyond your capability, call 911
- Report any spills of hazardous chemicals to a Supervisor

## OWNING SAFETY

### TARGET

- Zero (0) Fires
- Zero (0) Incidents
- Complete Employee Buy-in

### PLANT PHYSICAL ADDRESS

Lavington Pellet Limited  
Partnership

9900 School Road

Coldstream, B.C.

V1B 3C7

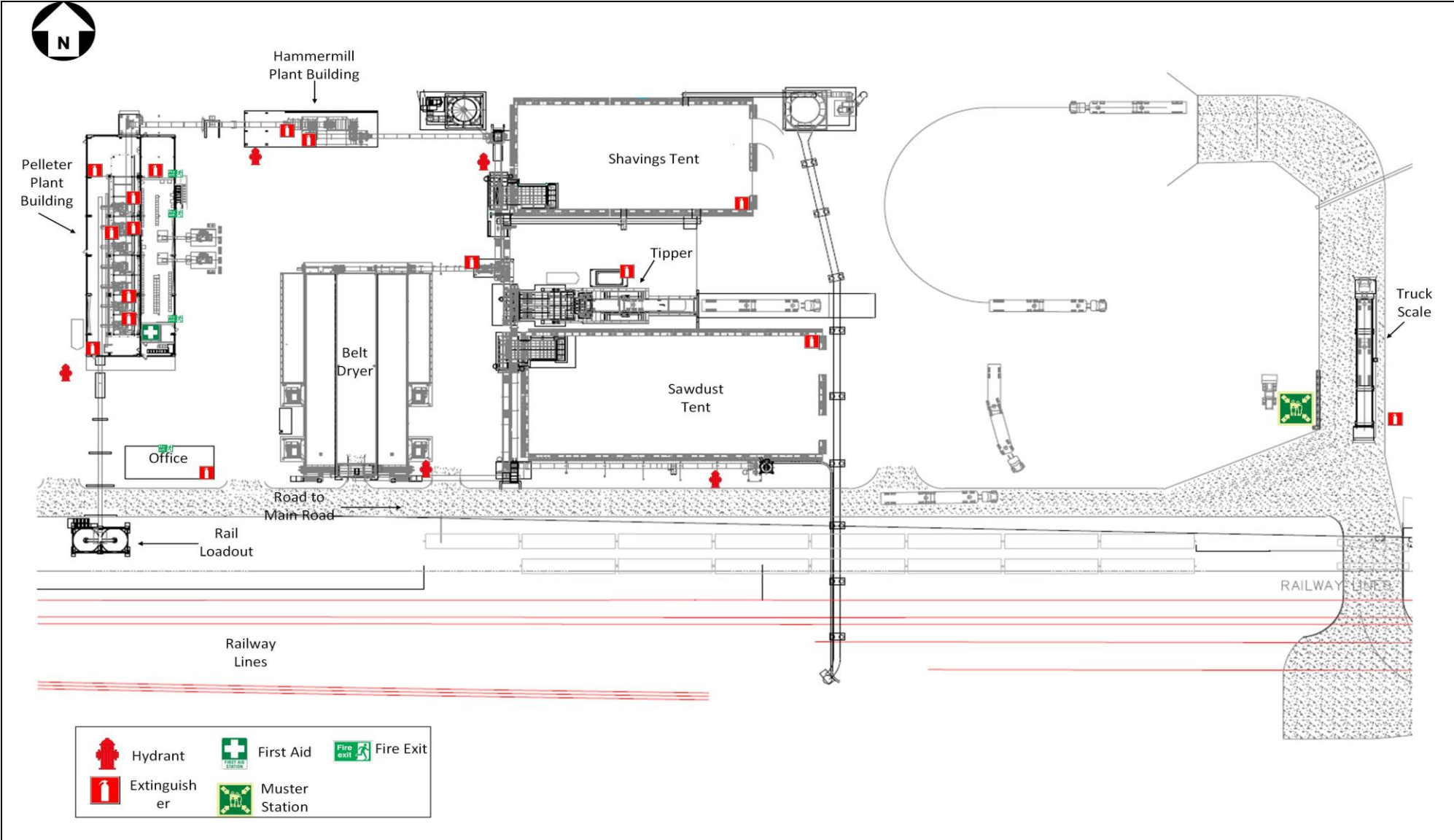
Plant Manager: Andrew Myer 250-308-8097

#### Supervisors:

Production: Dylan Leclerc 250-309-4547

Maintenance: Dave McDougall 250-306-7464

# LAVINGTON PELLET LP SITE MAP



Emergency Procedures

Reporting all Injuries and Incidents

**Safety Equipment** availability, use, and responsibilities. The equipment is as follows: Eye Protection, Ear Protection, Gloves, Hi Vis vest, Steel Toed Boots, and Hard Hats

Site specific rules

I, \_\_\_\_\_, the visitor of Lavington Pellet Limited., have read, and understand the document set before me and will follow all safety rules and perform all duties that are required while on the site.

\_\_\_\_\_  
Visitor Signature

\_\_\_\_\_  
Date