



HFN Forestry L.P.
Environmental Management System
PLANNING – INSPECTION – MONITORING

INSPECTION (complete Section A-G)

MONITORING (complete Section A, B, & E)

Section A		Field Team:	File Number:	Project ID (HFN/contract)	File #	
	Company:		On-site Contact: Alternate:			
	Description (Block, Road, Major Culvert, Bridge)			General Location (operating area)		
	Development/Planning <input type="checkbox"/> Site Plan/Survey <input type="checkbox"/> Road layout	<input type="checkbox"/> Block Layout <input type="checkbox"/> Cruising	<input type="checkbox"/> Other:	Date of Inspection/Monitoring:	Completed by (name):	

Section B	Type of Report	Inspection Stage	Inspection Method	Operational Status (e.g.: activity, % complete, weather, etc.)	Location Details (specific roads, blocks, structures, etc.)
	Monitoring <input type="checkbox"/> HFN <input type="checkbox"/> Contractor Inspection <input type="checkbox"/> HFN <input type="checkbox"/> Contractor	<input type="checkbox"/> Initial <input type="checkbox"/> Progress <input type="checkbox"/> Final	<input type="checkbox"/> Ground <input type="checkbox"/> Aerial		

Section C	STATUS	Yes : Acceptable (comments may be added for clarification – Section E) No : requirement is unacceptable and corrective action is necessary (Section F) N/I : not inspected N/A : Not applicable	ITS required : for significant or repeat non-conformance, potential non-compliance, or incident (as defined in the ERP manual)

	Requirements	Status		Requirements	Status
	Operational			Operational - continued	
	General Issues		29	Road properly referenced (photo ties, reference points etc.)	
1	Contract requirements are met		30	End-haul sections and spoil sites identified	
2	Final Road & Block design conforms to approved FDP / FSP		31	Geo-tech recommendations addressed	
3	Required assessments completed (terrain, fish, visual, etc.)		32	Quarry / pits identified	
4	Assessment information is correctly incorporated into plan		33	Soils / rock properly classified	
5	Streams identified and mapped		34	Major crossing site plans completed	
6	Terrain, soil and other features identified and mapped			Environmental Management System (EMS)	
7	WTP / Reserves identified			Spill Kits	
8	Correct ribbon marking is used		35	• On site	
9	Mapping standards are met		36	• Location known	
10	Output / report requirements are met		37	• Workers trained in use	
	Cutblocks		38	• Contents maintained	
11	Boundary properly located			Emergency Response	
12	Boundary incorporates wind-throw hazard		39	• ER Plan (<i>familiar w/ location & responsibilities</i>)	
13	Resource features accurately located and mapped		40	• Tests & Drills (<i>conducted, documented</i>)	
14	Trails (backspar, temporary crossings) accurately located & mapped		41	• Industrial Waste (<i>collected and appropriately disposed</i>)	
15	Deflection lines run and harvesting standards met		42	• Spills, Fires, Erosion Events (<i>reported & documented</i>)	
16	Appropriate harvesting system selected		43	• Refuelling Sites (<i>appropriate location</i>)	
17	Retention objectives met		44	• Communication (<i>means on site – cell, radio ,sat</i>)	
	Site Plans			Fire Response Equipment	
18	Management development of resources (e.g.: species at risk, WTP)		45	• On site (as per ERP)	
19	Proper ecological classification		46	• Location known	
20	Proper assessment of streams / riparian management strategies		47	• Workers trained in use	
21	Appropriate gully management strategies		48	• Equipment tested & maintained	
22	Proper soil classification			Comprehension & Training	
23	Appropriate management of forest health		49	• Pework (<i>conducted and documented</i>)	
24	Appropriate regeneration strategy		50	• Project Plan (<i>workers know pertinent detail & understand</i>)	
	Roads & Major Structures – Layout and Design		51	• Maps (<i>workers know location & understand legends</i>)	
25	Sufficient preliminary recce conducted		52	• EMS Mgmt/Worker Training (<i>received, documented</i>)	
26	Road meets BCTS standards		53	• S-100, WHMIS, TDG Training (<i>received, documented</i>)	
27	Road right-of-way appropriate		54	• EFP (<i>readily available, understood</i>)	
28	Landing size and location appropriate		55	• Spill/Fire/Erosion reporting (<i>know thresholds, procedure</i>)	

Location: http://huuyaht.org/index.php?option=com_content&task=view&id=129&Itemid=126

Revised: February 23, 2011

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EMS Requirements		Status	EMS Requirements		Status
Section D	Document & Record Control		63	• EFP (<i>readily available to workers</i>)	
	56 • Monitoring/Inspections (<i>conducted, documented</i>)			Implementation	
	57 • Emergency Response Plan		64	• Workers conforming to EFP's	
	58 • Contract, License, Permit		65	• Fuel Storage (<i>container, labels, spill control, protection</i>)	
	59 • Plans (<i>SP, Road layout & design</i>)		66	• Fuel Dispensing (<i>drip containment, secured</i>)	
	60 • Fire Hazard Assessment Form completed (i.e. 3 or 6 months)		67	• Fuel Transportation (<i>secured, labelled if required</i>)	
	61 • Maps (<i>legible, accurate, available</i>)		68	• EFP (<i>readily available to workers</i>)	
	62 • Incident Reports (<i>documented, submitted to HFN</i>)				

COMMENT SECTION – Monitoring and Inspections (Include # identifier)

Section E	

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ACTION PLAN/CORRECTIVE ACTION SECTION

	Comments (include # identifier)	Actions	By Who	Due Date
Section F				

Section G	Inspected by (print): _____	Received by (print): _____
	Signature: _____	Signature X: _____ <i>(signing does not imply agreement with findings)</i>
	Date of Inspection: _____	Delivery Method: Email <input type="checkbox"/> Fax <input type="checkbox"/> Mail <input type="checkbox"/> Hand Delivered <input type="checkbox"/>