

Wood Yard Safety Video: Training Facilitation Guide

This publication is designed for use the FRA Wood Yard Safety Video to facilitate discussion during safety training for log truck operators and wood yard employees.



FOREWORD

The Minnesota Timber Producers Association, in partnership with the member companies of Minnesota Forest Industries as well as the Minnesota Logger Education Program, in an effort to increase safety and reduce accidents, has developed these Wood Yard Safety Recommendations. Each facility will have its own rules and regulations for its property. These recommendations are designed to improve safety, increase awareness, and to the greatest extent possible, standardize safety practices across the state.

Script development and video direction:

Dave Chura	Minnesota Logger Education Program
Donny Fuller	Sappi Fine Paper
Ray Higgins	Minnesota Timber Producers Association
Dave Stokes	Stokes Media House

The video was produced by the Minnesota Timber Producers Association, Minnesota Logger Education Program and Stokes Media House. It was filmed at various locations in Minnesota.

Special thanks to the following individuals and businesses that assisted in filming:

Dave Berthiaume	Berthiaume Logging LLC
Donny Fuller	Sappi Fine Paper
Russell Tilander	Boise Inc.
Ken Olson	Boise Inc.
Gordy Dobbs	Dobbs Logging, Inc.

The following organizations provided funding for this project:

FRA's Timber Harvesting and Transportation Safety Foundation
Minnesota Logger Education Program
Minnesota Timber Producers Association
Boise Inc.
Sappi Fine Paper

CONTENTS

	<u>Page</u>
Foreword	2
Contents	3
Introduction	3
Training Program Objectives	4
Recommendations	5 – 7
Discussion Topics/Review Questions	7 – 8
Video Transcript	9 – 12

INTRODUCTION

This safety training program consists of a 10 minute DVD entitled Wood Yard Safety and this training facilitation guide. This program is designed as an introductory safety overview for log truck operators and wood yard employees. The purpose of this program is to provide individuals basic information associated with the delivery and unloading of logs in a wood yard. Each facility will have its own rules and regulations for its property. The recommendations in this video are designed to improve safety, increase awareness, and to the greatest extent possible, standardize safety practices. The intent is to cover broad general situations that could be potentially hazardous or cause injury. This program and DVD should not be considered all inclusive or exhaustive of all possible topics relating to wood yard safety.

This DVD covers the delivery process highlighting recommendations for:

1. Predelivery
2. Scale/unbinding
3. Approaching the loader
4. Off load
5. Sweep off
6. Scale out
7. Courtesy

Suggested training format includes viewing the DVD and then initiating discussion to re-enforce key topics. In addition, it is recommended to have representatives present from the local mills to provide and specific comments related to their wood yard procedures. Depending on the length of discussion and number of questions this program should typically run 45 minutes to one hour.

TRAINING PROGRAM OBJECTIVES

Individuals who complete this wood yard safety training program will:

1. Be aware and familiar with rules, regulations and best practices for wood yard safety
2. Understand where to access mill specific wood yard maps and requirements.

Safety in the Wood Yard

Recommendations for both Truckers and Mills

- Mills and logging companies should communicate any trainee or passenger regulations
- Establish, clearly communicate and follow designated CB radio channel in the yard
- Hard Hats, Safety glasses and high visibility vests should be worn at all times in the yard
- Loaders and Truckers should wear safety toe boots
- Encourage the use of remote boom rotators on center mounts to reduce exposure
- Use respectful and appropriate language at all times
- Use restroom facilities
- Do not unload during lightning storms
- Stay away from power lines. If contact is made with a power line, stay in truck or loader and do not allow others to approach until help arrives
- Boom should be lowered before leaving the wood yard

Recommendations for Truckers

- Trucks should come to a complete stop before proceeding onto the scale
- Turn off headlights in front of the scale; turn on headlights when leaving the scale, if needed
- Trucks must remain in neutral or parked until the scaler is back in the building
- Never block entrance or exits in unloading area
- Obey the posted speed limit in the yard
- Never stop on railroad tracks
- Only remove straps, binders, and chains in designated areas
- Stay in cab during unloading - or be 25'-50' from truck and in clear sight of loader operator
- Truckers should not move into the working area to reposition the loader until receiving visual authorization
- Stay away from power lines. If contact is made with a power line, stay in the truck or loader until professional help arrives, unless the vehicle is on fire
- Clean/Sweep off your truck and trailer. Use designated areas
- No littering
- No smoking in the wood yard or scale shack
- Report any spills or damage to the scaler

Recommendations for Mills

- Mills should erect proper signage with mill policies and procedures
- Mills should communicate any center mounted loader boom position preferences
- Loader operator should never swing wood over or above cab of the truck
- Loader operator should stop operating if trucker is within 25' of the truck
- Loader operator should stop unloading while trucker repositions the loader
- No unloading when trucker is on load or bed
- Loader operators should ground their bucket when parked
- Loader operators should never straighten the stakes or bunks on a trailer
- Stay away from power lines. If contact is made with a power line, stay in truck or loader and do not allow others to approach until help arrives

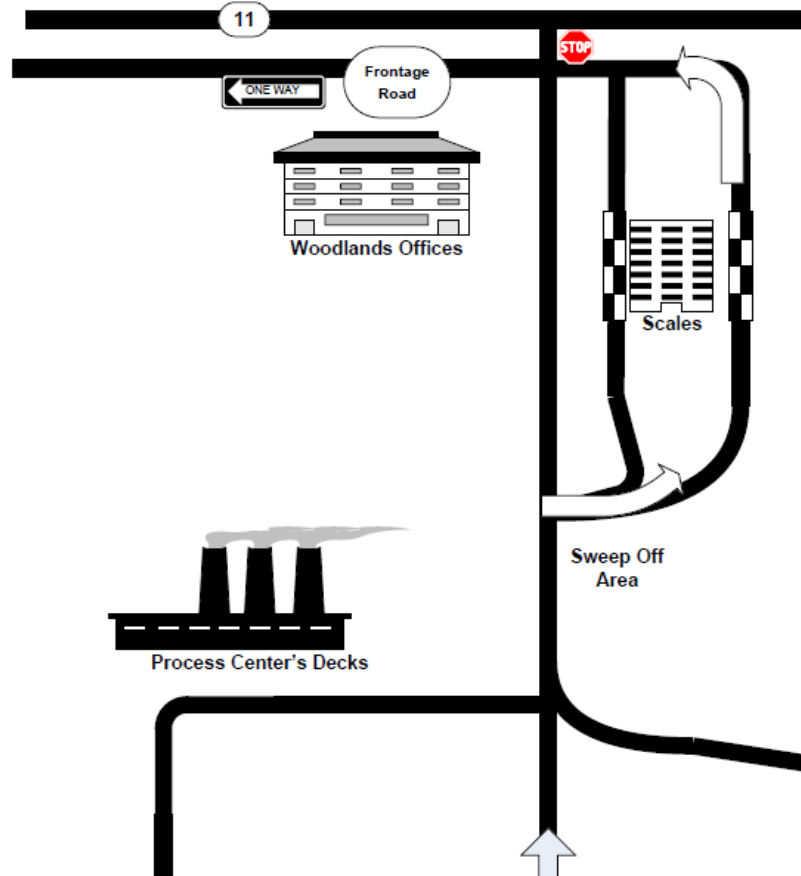
Wood Yard Maps

Wood yard maps for many of Minnesota's mills can be found at:

www.mlep.org/woodyardmaps.htm

Your trade association or logger education program is encouraged to develop a centralized list of wood yard maps for the mills in your state or province.

Sample Map



DISCUSSION TOPICS/REVIEW QUESTIONS

The following general topics and questions should be used to review and clarify information covered in the DVD (correct answers are listed in **bold**):

1. When does safety starts?
 - a. When you approach the scale
 - b. Anytime you witness an unsafe situation
 - c. **Before arriving at the wood yard**
2. All personnel working in a wood yard should wear proper safety equipment including (ask participants to list the recommended safety equipment):
 - Safety toe boots
 - Hard hat
 - Safety glasses
 - High-visibility vest
3. What should you do when you arrive at the wood yard?
 - Come to a complete stop before proceeding onto the scale
 - Turn off headlights when in front of the scale (remember to turn them back on when leaving the scale)
 - Truck should remain in neutral or parked with parking brake engaged until scaler is back inside building
4. Where should straps, binders and chains be removed?
 - Only in designated areas
 - Do not remove straps, binders or chains while waiting in line to enter the scale or anywhere else in the yard that isn't designated
5. True or False - It is okay to stop on the railroad tracks that are present in many wood yards if you know they are not used or if you don't see any trains on the track.
 - **False**
6. If contact is made with power lines, you should stay in the truck or loader and do not allow others to approach until help arrives. The exception to this is when _____ (**the vehicle catches fire**). In that case what should you do?
 - Jump from the vehicle so that you're not in contact with the vehicle and the ground at the same time - keep your feet together
 - Land on both feet simultaneously
 - Keep your feet touching one another and hop or shuffle away from the vehicle as far as possible to get away from the electrical current in the ground
 - Once you think you're a safe distance away from the vehicle, always shuffle one foot away from the other. If you feel a tingling sensation, put your feet back together and shuffle further away.

7. True or False - As long as lightning is off in the distance, it is okay to unload your trailer?
 - **False**
8. Where should a driver be during offloading?
 - either remain in the cab throughout unloading
 - or else be at least 50 feet from the truck and in clear sight of the loader operator.
9. Loader operators should?
 - never swing wood over or above cab of the truck
 - stop operating if driver is within 50 feet of the truck
 - stop unloading while the driver repositions the loader
 - never unload when driver is on the load or bed of the truck.
10. Once off-loading has been completed, what should the loader do with the bucket, grapple, or working tool (**ground it**).
11. Did you notice any safety problems in the video?

VIDEO TRANSCRIPT 09:27

Wood Yard Safety Video

The working mill wood yard can be a dangerous place, with heavy machinery moving, harvested timber being loaded and off-loaded, and semi tractor-trailers traveling through. The drivers of these trucks aren't always familiar with the layout of that particular wood yard, and the machine operators don't always have the greatest visibility.

That's why the Minnesota Timber Producers Association, in partnership with the member companies of Minnesota Forest Industries as well as the Minnesota Logger Education Program, in an effort to increase safety and reduce accidents, has developed the Wood Yard Safety Recommendations contained in this video, which has been funded by a grant from the Forest Resources Association's National Timber Harvesting and Transportation Safety Foundation. Each facility will have its own rules and regulations for its property. These recommendations are designed to improve safety, increase awareness, and to the greatest extent possible, standardize safety practices, for both truckers delivering timber and the wood yard employees alike.

As we go through the recommendations, we'll cover the raw timber delivery process, from pre-delivery, through scaling and unbinding, off-loading, to the scaling out and departure from the wood yard. Finally, we'll talk about some courtesy guidelines that should be observed by both truckers and mill personnel.

First, safety starts before arriving at the wood yard.

- While all facilities will have their own requirements, our recommendation is that all personnel working in a wood yard should wear the proper safety equipment, including safety toe boots, hard hats, safety glasses, and high-visibility vests at all times.
- Drivers should understand the lay-out of the wood yard before entering, including the off-loading area, the sweep-off area, etc. Mills should make available maps of their wood yards, and drivers should review them, particularly those who are making their first deliveries to that particular facility, as well as those who don't make regular deliveries there. In some cases, these maps are provided by the mills online.
- Also, mills should erect signage that clearly communicates their wood yard policies and procedures. Good communication throughout the raw timber delivery process helps keep everyone working safely.

Scale/Unbind

Communication is particularly important on arrival at the scale shack. Contact via a designated CB Radio channel should be established and clearly maintained and followed through the duration of the time spent in the wood yard.

Once they arrive, drivers should:

- Come to a complete stop before proceeding onto the scale ;
- Turn off headlights in front of the scale. Headlights can be turned on after leaving the scale if needed;
- Trucks must remain in neutral or parked with parking brake engaged until the scaler is back inside the building;

Another important point: Drivers must only remove straps, binders, and chains in designated areas.

- Use the unbinding rack, if provided, to avoid injury from logs that shifted during transport.
- Make sure no one is on the opposite side of the trailer before throwing chains and straps across.
- Don't remove straps, binders, and chains while waiting in line to enter the scale or anywhere else in the yard that isn't designated. Stopping unexpectedly clogs travel lanes, creating additional safety hazards.

Two more things about driving in the wood yard:

- Always obey the posted speed limit;
- And never stop on railroad tracks that are present in many wood yards.

As the driver proceeds to the off-loading area and drives through the wood yard, it can't be stressed enough to always be cognizant of the location of power lines in the wood yard and to stay away from them. Most low hanging power lines will be highlighted with signs or colored markers to show the lowest point. If contact is made with a power line, stay in the truck or loader and do not allow others to approach until help arrives. The one exception to this is if the vehicle catches fire. In that event:

- Jump from the vehicle so that you're not in contact with the vehicle and the ground at the same time, and with your feet together;
- Land on both feet simultaneously;
- Keeping your feet touching one another, hop or shuffle away from the vehicle as far as possible to get away from the electrical current that is in the ground.
- Once you think you're a safe distance away from the vehicle, always shuffle one foot away from the other. If you feel a tingling sensation, put your feet back together and shuffle further away.

Another consideration for driving through the wood yard: Take care to avoid blocking entrances or exits.

As the driver arrives at the off-loading point, the loader operator should convey instructions for that facility's loader positioning preferences.

Also, if the truck is equipped with a center mount loader, we encourage the use of remote boom rotators. These reduce the exposure to the center mount operator and increase safety.

Do not unload the trailer during lightning storms or the threat of lightning. If you see lightning in the distance, conditions are ripe for lightning in your area as well. Suspend loading until conditions are once again safe.

During off loading, the driver has two options: either remain in the cab throughout unloading, or else be at least 50 feet from the truck and in clear sight of the loader operator. Some mills provide a steel shack for driver safety. If provided, stay inside the shack until the loader operator gives the all-clear signal. In addition, the driver should not move into the working area to reposition the loader until receiving visual authorization.

As for the loader operator: he or she should:

- Never swing wood over or above cab of the truck.
- Stop operating if driver is within 50 feet of the truck.
- Stop unloading while the driver repositions the loader.
- Never unload when driver is on the load or bed of the truck.

Once off-loading has been completed, the loader operator should ground the bucket, grapple, or working tool when parked. If the driver has performed the unloading with his vehicle, he should lower the boom before driving away from the unloading area. The loader operator should never straighten the stakes or bunks on the trailer. More damage to the trailer can be done inadvertently, so that should be left to the driver and his trucking company.

Some mills have the ability to receive wood in the tree length form. Because of the way this wood is loaded and unloaded it can create some additional hazards, and as a result is typically handled differently:

Unloading tree length is performed by an unloading machine picking up the load all at once. The load must be picked up at its gravitational center. Being off a little in either direction can cause the load to tip as it is being hoisted. Because it could tip toward the cab, it is critical that the driver is out of the truck and at least 50 feet away during unloading.

Because the wood must be gravitationally centered on the trailer, some loads can top out near the top of the stakes. In this scenario, the load should be "clamped" before the binders are removed. The reason is that during unbinding, accidents have happened when logs may have shifted during transport and when the binders are removed they fall off, and hit the person removing the binder. So if the top of your load is near the tops of the stakes, it should be

secured by the unloading machine prior to removing the binders. The driver then moves at least 50 feet away from the cab.

Now, it's time for the driver to head for the wood yard exit. He/she should always sweep off and otherwise clean the load space, being certain to use that facility's designated area.

As the driver scales out, any spills or damage of any sort should be communicated to the scaler.

Finally, some thoughts on common courtesy to be observed throughout the visit to the wood yard:

- No littering.
- No smoking in the wood yard or in the scale shack.
- Both mill personnel and drivers alike should use respectful and appropriate language at all times.
- Use restroom facilities provided.
- Refrain from using engine brakes while on the property.

As stated at the start of the video, each facility will have its own rules and regulations which must be followed. These Wood Yard Safety recommendations have been developed to enhance safety in the wood yard and help standardize policies and safety practices from facility to facility.