

# UBC Forestry Field Planning Questionnaire



This document serves as a basic checklist for factors which should be considered in the early stages of field safety planning. The yes or no questions in the tables below are intended to ensure the basics are covered; however, these topics are by no means all-encompassing. Resources for each topic have been provided for quick reference during safety planning, though these resources do not replace formal training on such topics. Resources provided generally consist of sections in the Forestry Field Procedures and Safety Manual (FPSM). Your individual safety plan should acknowledge, address, and mitigate risks associated with these questions and related topics, with guidance provided in the “Forestry Safety Plan Template” document.

This process is intended to open dialogue through the early stages of field safety planning, which should involve supervisors, field team leads, field team members, and course instructors wherever appropriate.

This questionnaire is excerpted from the Department of Forest and Conservation Sciences Field Research Safety Planning Handbook, which was based on materials from Lori Daniels “Better Safe Than Sorry: Safety Planning Workshop” and edited by Suzie Lavalley and Natasha Thompson.

| Y/N | In General   | Resources     |
|-----|--|---------------|
|     | Do you know who is your principle contact at UBC is regarding safety issues, and who is the principle contact at your field sites? | FPSM 3.1      |
|     | Have you organized the work to ensure that no one works alone and everyone has a contact person in a field setting?                | FPSM 3.1, 4.2 |
|     | For navigation to and at field sites, do you carry:  | FPSM 3.2.4    |
|     | 1) Topographic maps and a compass (set for magnetic declination)?  |               |
|     | 2) GPS unit (with extra batteries)?  |               |
|     | Are you trained in using compass, GPS, or maps for navigation?   | FPSM 3.2.4    |
|     | Do you have a checklist for safety equipment to be carried on site with the crew?  | FPSM 3.2      |
|     | Are you aware of physical hazards on your field sites?   | FPSM 4, 5     |
|     | Are you aware of the specific safety needs for your field site (i.e. forest, mountains, desert, etc.)?                             |               |
|     | Risk change – is there a likelihood of hazards increasing to the point that activity will be too risky and have to be cancelled?   |               |
|     | Do you have a clear route into/out of your field sites?  |               |
|     | If you access sites by helicopter, have you learned how to approach/exit a helicopter properly?                                    | FPSM 7.1      |
|     | Have you informed your co-workers of any pre-existing medical conditions?  |               |
|     | Does anyone on your crew have a serious medical condition that might affect them on site?  |               |
|     | Does anyone have allergies? Is anyone diabetic?  | FPSM 5.4      |
|     | When did you last have a tetanus shot?   | FPSM 5        |
|     | Does everyone have a list of required clothing and equipment for the environment, including PPE?                                   | FPSM 3.2      |
|     | Falls often lead to injury – what is appropriate foot ware and does everyone have it?  | FPSM 3.2.1    |
|     | Is everyone carrying extra food and water?   |               |
|     | Is this a course based field trip?   | FPSM 3.6      |
|     | Will you be travelling internationally for this work?  | FPSM 3.7      |

| Y/N | In an Emergency   | Resources     |
|-----|---|---------------|
|     | Do you have a means to communicate from your research sites:  | FPSM 3.1      |
|     | 1) Cellular phone (with coverage)?  |               |
|     | 2) Radios?  |               |
|     | 3) Satellite phone?   |               |
|     | Do you know how to contact emergency services using your radio or phone?  | FPSM 3.1      |
|     | Do you have a check-in system at the end of each field day?   | FPSM 3.1, 4.1 |
|     | Do you have a system for monitoring logging trucks and other field vehicles on roads that you will travel? Do you have the road channels in your radio? | FPSM 4.4, 6.3 |
|     | Have you completed a first aid course in the past 24 months?  | FPSM 3.3.1    |
|     | Have you been provided a first aid kit to use while conducting your research?   | FPSM 3.2.2    |
|     | Are you aware of the contents of your first aid kit?  | FPSM 3.2.2    |
|     | Does your first aid kit include an epi-pen for treatment of allergic reactions?   |               |
|     | Have you read the epi-pen directions?   |               |
|     | Do you know the symptoms of hypothermia?  | FPSM 5.6      |
|     | Do you know basic treatment of hypothermia?   | FPSM 5.6      |
|     | Do you know the symptoms of heat stroke?  | FPSM 5.5      |
|     | Do you know basic treatment of heat stroke?   | FPSM 5.5      |
|     | For your field sites, do you know the location of the nearest hospital?   |               |
|     | 1) Do you know how to get there efficiently?  |               |
|     | 2) Does your field crew know how to get there?  |               |
|     | If someone is injured in the field or lab, are you aware of whom to contact regarding the protocols for an incident report?                             |               |

| <b>Y/N</b> | <b>In Wilderness Areas</b>   | <b>Resources</b>         |
|------------|--|--------------------------|
|            | Have you completed wilderness training courses?  | FPSM 3.3                 |
|            | Have you completed a Conservation and Outdoor Recreation Education program?  |                          |
|            | Do you have appropriate boots, field and safety clothes for your field work?   | FPSM 3.2                 |
|            | Do you have the 10 essential safety items in your day pack?  | FPSM 3.2                 |
|            | How will you monitor weather conditions – do you have plans for inclement or changeable weather?   |                          |
|            | Are you aware of and prepared for the exposure to animals, insects, plants, and or weather that you may encounter?                           | FPSM 5                   |
|            | Do you have any medical conditions that could affect your safety in the field? Have you discussed these with your supervisor and crew-mates? |                          |
|            | Are you allergic to wasps, bees, other insects? Do you carry medication for this? Do your crew-mates know?                                   | FPSM 5.4                 |
|            | Is there risk of exposure to Lyme disease or Hantavirus at your field sites?   | FPSM 5.1.1, 5.1.3        |
|            | Are you aware of the wildlife hazards in your study area?  | FPSM 5.3                 |
|            | Do you know proper procedures when you encounter wildlife in the field?  | FPSM 5.3                 |
|            | Have you completed a bear /wildlife hazards awareness course?  | FPSM 3.3, 5.3            |
|            | Do you carry bear spray and/or bear bangers?   | FPSM 3.2.5, 3.2.6, 5.2.2 |
|            | 1) Have you read the instructions?   |                          |
|            | 2) Attempted to operate your bear spray? Your bear bangers?  |                          |
|            | Do you carry a firearm?  | FPSM 5.3.6               |
|            | Have you all the necessary licenses for the firearm, and do you know the requirements for safe transport and storage?                        |                          |
|            | Do you use a chainsaw for your field work?   | FPSM 3.3.3               |
|            | 1) Have you completed a BC Forest Safety Council Basic Chainsaw Operator Training course?  |                          |
|            | 2) Do you need a licensed faller to complete your research?  |                          |
|            | Are you aware of fire hazards or fire-related work restrictions in your area (particularly forested areas)?                                  | FPSM 4.5                 |
|            | Do you have the required fire safety equipment in your vehicle?  | FPSM 4.5.4               |

| <b>Y/N</b> | <b>On the Water</b>   | <b>Resources</b> |
|------------|---|------------------|
|            | If operating a motorized boat within Canadian waters, do you have a required (by law) valid "Pleasure Craft Operator" card? | FPSM 7.3         |
|            | Do you know if everyone on your crew is a strong swimmer?   |                  |
|            | Are there enough life jackets that are rated for the size/weights of the crew?  |                  |
|            | Do you wear your life jackets?  |                  |
|            | Do you have a set of safety equipment (rope, anchor, bailing device etc.)?  | FPSM 7.3         |
|            | Have you a plan in the case of a boating accident such as a boat capsized?  |                  |
|            | Have you completed a swift-water rescue course?   | FPSM 3.3.7       |
|            | Do you use an electro-fisher for your field work?   |                  |
|            | Have you completed a WorkSafeBC Electrofishing Operator Training course?  |                  |

| <b>Y/N</b> | <b>In the Snow</b>   | <b>Resources</b> |
|------------|--|------------------|
|            | Do you access and review the avalanche bulletins prior to field work, and avoid high avalanche risk areas? | FPSM 3.3.5       |
|            | Do you carry avalanche transceivers?   |                  |
|            | Is everyone on your crew able to use avalanche transceivers to locate a buried person?                     |                  |
|            | Has everyone on your crew completed an avalanche safety course?  |                  |
|            | Does everyone have sufficient and appropriate clothing and safety clothing for cold conditions?            |                  |
|            | Is everyone familiar with how to check if an ice crossing is safe to cross?                                |                  |