DAISHOWA-MARUBENI INTERNATIONAL LTD.

Peace River Pulp Division

ENVIRONMENTAL MANAGEMENT SYSTEM

PLANNING START-UP MEETING CHECKLIST

Functional Area: **DEVELOPMENT & PLANNING**

Form: **CHK-001**

SECTION 1 GENERAL INFORMATION

THE FOLLOWING PLAN IS TO BE COMPLETED BY THE DMI FOREST RESOURCES SUPERVISOR AND THE CONTRACTOR REPRESENTATIVE AND SHALL FORM AND INTEGRAL PART OF THE ASSOCIATED CONTRACT.

CONTRACTOR:	**DISPOSITION NUMBER:**	**GENERAL OPERATING AREA:**
DMI SUPERVISOR:	**DISPOSITION TYPE:** ☐ CROWN ☐ PRIVATE ☐ SOUR FELLED	**ON-SITE CONTACT:**

DEVELOPMENT/PLANNING:

- ☐ Pre-Harvest Silviculture Assessments
- ☐ Road Layout
- ☐ Block Layout
- ☐ Other: _____

LOCATION DETAILS (specific roads, blocks, structures, etc.)

START UP CONDUCTED BY:

- ☐ Office _____(D/M/Y)
- ☐ Field _____D/M/Y)
- ☐ Telephone _____D/M/Y)

SECTION 2 ACTIVITY REQUIREMENTS

STATUS:

- **✓:** Reviewed (Comments may be added for clarification- Section 5)
- **☒:** Not Discussed
- **N/A** Not Applicable

Project Risk Ranking

☐ High ☐ Medium ☐ Low ☐ Other

	REQUIREMENTS	STATUS		REQUIREMENTS	STATUS
	DOCUMENTS & RECORDS			**GENERAL CONDITIONS- continued**	
1	Operational Plans (PHSP, AOP, GDP)		20	Other assessments (soils, vegetation)	
2	Professional Plans- legal surveys (private lands, leases)		21	Integration (pipelines, well sites, LOC's, Hydro lines)	
3	Contract Documents		22	Boundary location/marking requirements	
4	EMS Records (Training, Inspections, Incident reports)		23	Site clean-up (garbage)	
5	DMI Stream Crossing Guidelines		24	Air Photos	
6	DMI Non-Frozen Operating Procedures		25	Maps	
7	Insurance/WCB requirements		26	GPS standards (streams, roads, cut block)	
8	RFP Designations		27	Other Recourse (bear dens, raptor nests, ungulate winter range)	
9	DMI Layout Procedures		28	Required Reports	
10	Raptor & Critical Nesting Guidelines		29	Quality Control Standards/Checks	
11	Sour Felling Guidelines			**Road Layout & Major Structures**	
12	Private Land Guidelines		30	Private property or other significant boundaries	
	EMERGENCY PREPAREDNESS & RESPONSE		31	Road layout requirements	
13	Emergency Preparedness and Response Plan		32	Major structure requirements (bridges and culverts > 2000 mm)	
14	FRBU Response Guide			**Fuel and Industrial Waste**	
15	Fire Protection Plan and Equipment Requirements		33	Location of fuel cache, containers	
16	Incident Reporting Requirements		34	Fuel Storage (proper containers, placards, spill control)	
17	Communication (means on site- cell, radio, sat)		35	Fuel Dispensing (as per Fuel Management field guide)	
	GENERAL CONDITIONS		36	Fuel Transportation (secured, placards/labels)	
18	Access (type, gate/keys)		37	Containment and disposal of waste products	
19	Camp standards		38	Spill Kit requirements (as per Fuel Management Field Guide)	

SECTION 3 COMMENTS (Include # identifier)

SECTION 4- START UP MEETING RECIPIENTS

Conducted by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**
Received by:	**Title/Position:**	**Signature:**

Printed copies of this document are uncontrolled. Refer to the Forest Resources Intranet for the most current version.