DAISHOWA-MARUBENI INTERNATIONAL LTD.

Peace River Pulp Division

ENVIRONMENTAL MANAGEMENT SYSTEM

OPERATIONS START-UP MEETING CHECKLIST

Functional Area: **HARVESTING, CHIPPING, HOG PROCUREMENT & ROADS**

Form: **CHK-002**

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:**
LOCATION DETAILS (specific roads, blocks, structures, etc.)	**START UP CONDUCTED BY:** ☐ Field _____(D/M/Y) ☐ Telephone _____(D/M/Y) ☐ Office _____(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
	TENURE & CONTRACTUAL REQUIREMENTS			**EMERGENCY PREPAREDNESS & RESPONSE**	
1	Operating Plans /AOP		17	Safety Requirements (PPE, lock outs, etc)	
2	Professional Plans- legal surveys (private land, lease)		18	Emergency Preparedness and Response Plan	
3	Contract Documents and Schedule 'A'		19	FR Response Guide	
4	Pre-harvest Assessments		20	Fire Protection Plan and Equipment Requirements	
5	Review Map & Unique concerns		21	Shut Down & Incident Reporting Requirements	
6	Foreman and all operators have a copy of maps		22	Communications (road frequencies, phone availability)	
7	AOP Approval Letter & Conditions			**Fuel and Industrial Waste**	
8	Road and Chipper Site Locations		23	Location of fuel cache, containers	
9	Signage Requirements		24	Fuel Storage (proper containers, placards, spill control)	
10	Stream Crossings (structure designs, type)		25	Fuel Dispensing (as per Fuel Management field guide)	
11	Sediment control Measures		26	Fuel Transportation (secured, placards/labels)	
12	Other Approvals (pipe line/hydro crossing, approach)		27	Containment and disposal of waste products	
13	Debris Management (piling & burning)		28	Spill Kit requirements (as per Fuel Management Field Guide)	
14	Roll back/reclamation Requirements		29	Camp and Sump Requirements	
15	Access Restriction Requirements				
16	Timing Restrictions (Ungulate, caribou zone)				

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:**
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