



Purpose:

To outline responsibilities and operating practices of DMI and Contractors in regards to satellite yard operations.

DMI RESPONSIBILITIES	
ACTION	VERIFICATION / NOTES
Site preparation for decking.	Prior to freeze up, the decking area will be graded and smoothed out for the winter hauling.
Snow removal on site prior to decking.	Until the area is trenched for proper site drainage, the site will be snow ploughed prior to decking in an effort to minimize the amount of leachate running out of the yard. Where possible, snow should be piled so melt water runs away from decking area and not through it.
Road improvements and construction upgrades.	Any changes or upgrades to the yard will fall under the direction of DMI. Other than temporary roads during frozen periods, road construction should be on non-frozen ground conditions.
Decking plan with contractor specific sites.	Prior to log haul, the decking areas will be planned based on the number of chippers on site and overall volume to be delivered to the yard. When the yard is full, the sites will be assigned based on volume required per contractor. DMI will designate the sites to the contractor. The contractor will assume responsibility for that site.
Road maintenance during operations.	DMI is responsible to maintain the roads during the log and chip haul.
Maintenance of the log truck scale.	DMI is responsible to maintain the truck scale during operations.
Scheduling of unload/yard times.	Based on volumes and contractors delivering, DMI will set the hours of operation in the satellite yard.
Weekly delivery/production of chips delivered to PRPD	Based on mill and trucking requirements, delivery schedules will be used to maintain even flow of chips.
During production, chipping areas are to be inspected.	Forest Resources' Supervisors are required to inspect the sites monthly to ensure that sites are operated as per the "Contractor Responsibilities".
Final inspection to meet clean up expectations.	Forest Resources' Supervisors will complete a final inspection of their contractor's sites to ensure that they are and not left with log clean up, excess debris and rutting.
Deviations to be approved prior to operations.	All changes need to be approved by a Forest Resources Superintendent.
CONTRACTOR RESPONSIBILITIES	
ACTION	VERIFICATION / NOTES
Minimize the amount of contaminated hog fuel on site.	Hog fuel is not to be used to fill holes in the decking area. A stockpile of pit run will be on site to fill trouble areas during the chipping operations.
Log clean up.	All small logs/broken pieces are to be processed during operations. Prior to final inspection log clean up must be completed.
Prior to final inspection all logs, hog fuel piled (clean/contaminated) and debris clean up must be completed.	All sites are clean when contractors arrive. Upon completion, sites will be cleaned of hog fuel (clean hog pile/contaminated hog pile) and all debris and garbage removed (chain barrels etc.).
Reduce/eliminate compacted and contaminated road through center of the hog pile. Reduce the amount of hog pile heating.	All hog fuel is to be piled as high as possible without driving on to reduce contamination and compaction. This will also reduce the amount of heating until the hog pile is processed.
Deviations to be approved in advance by DMI.	All changes need to be approved by a Forest Resources Supervisor.





REVISION HISTORY

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Revision 1.0	July 04, 2006	Author: EMS Coordinator
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APPROVAL:

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