



SAFE WORK EXECUTION PLAN

Trail Maintenance Activities for Volunteers

Alberta Snowmobile Association

Location :	Date :
Crew Lead :	ASA Club:
Trail / Project name:	

#	Job/Task	Tools/Equipment Required	Risk	Recommended Controls
1.	Pre-task Volunteer sign on and review of potential hazards and discussion around controls.	<ul style="list-style-type: none"> • Safe Work Execution plan. • Volunteer sign in sheet 	<ul style="list-style-type: none"> • Unaware of location specific hazards • Unaccounted for Volunteers may not be covered by ASA liability insurance. • What to do in the event of an injury. 	<ul style="list-style-type: none"> • All volunteers to take part in location specific hazard assessment. • All Volunteers must sign on to the volunteer sign on sheet at the designated staging area. • Create and discuss location specific emergency response plan, location of hospital or clinic.
2.	Unloading and loading of OHV's	<ul style="list-style-type: none"> • DOT approved helmet. • Ramps with securement mechanism. 	<ul style="list-style-type: none"> • OHV rollover. • Uncontrolled throttle response. • Ramp slippage, disconnection. 	<ul style="list-style-type: none"> • Always wear a helmet, even when loading/unloading. • Wear a tether when OHV is equipped with one. • Ensure ramps are firmly secured in place. • Use a spotter when sightlines are compromised.
3.	Operation of OHV's	<ul style="list-style-type: none"> • DOT approved helmet. • OHV appropriate for the work being performed. • Valid registration and insurance. 	<ul style="list-style-type: none"> • Personal injury • Property Damage. • Fire. • Damage to the environment. • Fines and or impoundment. 	<ul style="list-style-type: none"> • Operator should be competent and familiar with the operation of the OHV. • No passengers unless the OHV is specifically designed to carry passengers. • Keep OHV's on designated trails. • Ensure OHV is equipped with exhaust spark arrestor and the tailpipe is clean & clear of debris. • All OHV's being operated on public lands require valid registration and insurance. • Never operate an OHV while under the influence of alcohol, drugs or impairing medications.



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				<ul style="list-style-type: none"> • Ensure adequate fuel for round trip.
4.	Cutting trees & Brush	<ul style="list-style-type: none"> • Axe / Hatchett • Chainsaw • Chaps 	<ul style="list-style-type: none"> • Personal injury – cuts, amputations. • Eye injury. • Falling trees. 	<ul style="list-style-type: none"> • Watch for pinch points & line of fire. • Wear safety glasses and or face shield & chaps with chainsaw. • Maintain tools properly, keep cutting tools sharp.
5.	Working in remote forested locations.	<ul style="list-style-type: none"> • Communication device. • GPS or Spot to confirm location. • First aid kit. • Bear bells or bear mace. • Food & Water. • Insect repellent. • Proper clothing. 	<ul style="list-style-type: none"> • Personal injury or health condition. • Impaired access for emergency response. • Wildlife. • Getting lost. • Insects. • Excessive heat and or cold. • Electrical storms – Lightening. 	<ul style="list-style-type: none"> • Never work alone, ensure continuous communication among workers, use a buddy system. • Use a GPS or Spot locator to ensure accurate directions or coordinates for emergency services. • Ensure adequate first aid supplies are available. • When in bear country ensure you have noise makers and bear spray to protect against aggressive wildlife. • Ensure an adequate supply of food and water in case of extended stay. Survival equipment as well. • Use adequate insect repellent and sun screen to protect from the elements. • Ensure proper clothing/supplies are available when working in remote areas. • In the event of a lightning storm seek shelter and avoid large trees.
6.	Working around open water and thin ice conditions.	<ul style="list-style-type: none"> • PFD • Probe 	<ul style="list-style-type: none"> • Hypothermia & cold stress • Drowning 	<ul style="list-style-type: none"> • Wear a PFD when working around deep open water. • Test ice thickness to ensure safe travel. • Probe water depth to ensure it is not too deep.
7.	Working in Mountainous Terrain (winter)	<ul style="list-style-type: none"> • Beacon. • Probe. • Shovel. • Communication device. • AST 1. 	<ul style="list-style-type: none"> • Avalanche. • Adverse weather conditions. • Creeks • Tree wells 	<ul style="list-style-type: none"> • All workers should have AST1 training at a minimum and proper avalanche equipment. • Dig test pits to assess snow layering & stability. • Never travel alone, keep in contact – sightlines. • Assess terrain for creeks & other hidden hazards. • Read the Avalanche Canada daily report for the area you are working in.



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				<ul style="list-style-type: none"> • Ensure adequate survival equipment.
8.	Other Jobs/Tasks as identified	•	•	•
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Volunteer Crew Sign On

Name	Signature	Date	First-aid Y/N	Hours worked



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