

Home\Woodlands Safety

Woodlands Safety

Corner Brook Pulp and Paper Woodlands is committed to providing a healthy and safe work environment for its employees, and is dedicated to eliminating the possibility of injury and workplace illness. To aid in achieving these objectives, Woodlands has established a number of safety related initiatives. Some of these initiatives are required by law but many are voluntary.

The **Occupational Health and Safety Act** requires all job sites with ten or more employees to form Health and Safety committees and hold regular meetings. Corner Brook Pulp and Paper Woodlands require this of all their contractors, regardless of the number of employees. Job site meetings are held on a monthly basis where minutes are recorded and then forwarded to the Woodlands Safety and Training Department. Any concerns which are not resolved at this level are referred to the monthly Operations Meeting level for discussion. The Operations meeting is comprised of contractor job site committee representatives, employee job site committee representatives, as well as Corner Brook Pulp and Paper Woodlands management and staff. The third level of safety committees is the General Safety Committee, comprised of Woodlands senior management staff. The purpose of these meetings is to deal with outstanding concerns arising from the monthly Operations meetings as well as Company policy and practices as they relate to health and safety.

Although Corner Brook Pulp and Paper Woodlands is committed to providing a safe and healthy work environment for its employees, accidents can happen. Consequently each job site is required to have an Emergency Response Plan that is tailored specifically for that site. The plan also outlines the necessary procedure when an injury requires outside medical assistance, including a list of local ambulances, clinics, and hospitals. The Company has developed an **Emergency Response Procedures Manual**, which covers emergency response procedures for personal injury, forest fires, siltation, fuel/oil (hydrocarbon) spills, herbicide spills, transportation hazards, lost employees and power line contact. It also includes an appendix outlining first aid procedures, emergency telephone numbers, incident reports, and marshalling points.

Safety inspections continue to play an important role in Corner Brook Pulp and Paper Woodlands' safety program. Regular safety inspections provide a means of monitoring and documenting safety performance as well as identifying problem areas. Safety efforts can then concentrate on these problem areas, helping to eliminate unsafe situations and behaviors. Another preventive measure taken by Woodlands is the daily safety chats, to help employees start their shift with safety in mind.

All new employees or personnel moving to a different work site must be oriented to the jobsite before commencing work through worksite orientation. This orientation includes Emergency Response Procedures, the location of safety documentation, and rights under the **Occupational Health and Safety Act**. BBS, a behavior-based safety program, focuses on the elimination of unsafe behaviors in the workplace and should ultimately result in a reduction in workplace injuries. Corner Brook Pulp and Paper Woodlands is committed to the maintenance of this program through ongoing observer training. The Employee Recognition Program is designed to recognize employees for exceptional long-term safety performance. Employees accumulating no lost time due to an injury for a period of five years are recognized under this program.

In 1997 Corner Brook Pulp and Paper Woodlands introduced the Employee Safety Performance Recognition Program (ESPRP). This program recognizes employees for their achievements of no recordable incidents while employed by Corner Brook Pulp and Paper Woodlands or its contractors. Incentives awarded have evolved from merchandise in a catalogue to gift cards from a hardware store. Within the Woodlands department operations are split by individual contractors and some specific job-classes. Each crew or job-class has a level of "safe hours" assigned to it, which it must reach to receive an incentive. Safe hours are defined as the number of hours recorded since their last recordable incident. The interval required by each job-class to receive an incentive is determined by the hazard level associated with it, the number of employees within a group, and the duration of employment of each operating season. Incentives are awarded to all employees on a crew when they achieve each jobsite safe hour level, and at various intervals when there are no recordable incidents. Bonus awards may be

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granted as significant safety milestones are achieved, be they on an individual, crew, or Woodlands basis.

Corner Brook Pulp and Paper has a safety program specifically for precommercial thinners. This embodies all of the programs mentioned above as well as a bi-weekly banner, an award dinner for the crew with the best safety record, and daily bus checks.

Finally, an Employee Assistance Program (EAP) is available to employees and families of Corner Brook Pulp and Paper Ltd. (Mill and Woodlands) and Deer Lake Power. It offers assistance in dealing with personal or family related matters that may affect an employee's ability to perform his/her job in a safe and productive manner. All employees are treated with professionalism and all correspondence is kept confidential.