



# **Minimum standards governing timber supply and forest management activities**

**Reference document used for inspecting the  
forestry operations of SOPFEU members**

**February 2009**

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## INTRODUCTION

This document was presented in early 2005 to member representatives of the Central Regional Forest Protection Council (RFPC) and was used as a reference starting in the 2005 fire season for inspecting members under this RFPC's jurisdiction. At the end of the year, member representatives of the Eastern and Western RFPCs took note of the results achieved and decided to apply the standards to members under their responsibility. This document is therefore a unified version that has served as a provincial reference since February 2006.

The standards and preventive inspection process in this document apply to the forestry operations of SOPFEU members, whether they hold timber supply and forest management agreements (CAAF in French) or own private woodlots. They also apply to any person to whom a contract is awarded by these members.

Chapter 1 presents the minimum standards that must be applied in forests for prevention purposes. These standards were updated in February 2005, 2006 and 2008.

Chapter 2 presents with the role of the member company and that of SOPFEU with regard to preventive inspections.

Chapter 3 presents a proposed agenda for an analysis meeting held following a forest fire caused by activities of a SOPFEU member.

The report presented in Chapter 4 concerns the annual follow-up. This follow-up is based on the number of fires caused by forestry operations. It will be presented at Regional Forest Protection Council meetings. Representatives sitting on these councils will, if need be, issue recommendations or make decisions in order to avoid the same types of fires from reoccurring.

## CHAPTER 1

### MINIMUM STANDARDS

These minimum prevention standards relate to and complete certain sections of the “Forest Act” and “Forest Protection Regulation,” the standards and guides of the Ministère des Ressources naturelles et de la Faune, and the “Regulation Respecting Forestry Operations.” These standards also contain the requirements regarding chemical fire extinguishers given in the CSST publication “*Réparations mécaniques en forêt*” (mechanical repairs in forests) and the Transportation of Dangerous Substances Regulation. Table 1, at the end of this chapter, gives the references for the articles in this minimum standards document.

#### 1. MOTORIZED MACHINERY

- 1.1 Any motorized or mechanized machinery used in a forest shall be equipped with a **portable** ABC dry chemical fire extinguisher complying with standards recognized by the Canadian Standards Association (CSA) and/or the Underwriters' Laboratories of Canada (ULC). The extinguisher must be in working order, easily accessible and properly attached (preferably with a horizontal support).

Note: For fire extinguishers required by the “Transportation of Dangerous Substances Regulation,” the capacities are given in effective rating and not in dry chemical weight. This particularity is necessary due to the wording of the regulation and the extinguishing capacity that varies between devices having the same weight. The effective rating is specified on the fire extinguisher’s label and is not directly related to the quantity of chemical powder.

##### 1.1.1 Mobile equipment

The quantity of powder of **portable** extinguishers for each machine must be as follows:

<b>Quantity</b>	<b>Type of vehicle</b>
1 kg	Foreman’s vehicle and all-terrain vehicle (ATV)
2 kg	Skidder, forwarder, grader, vehicle for hauling (wood, gravel or tree seedlings)
4 kg	Equipment used for bucking, loading or unloading wood or gravel, bulldozer, mechanical shovel.
9 kg	Fellers, delimiters and other multi-function machines.
2 X 9 kg	Service truck used in the forest for machinery maintenance.

##### 1.1.2 Stationary equipment (including buckers and generators)

<b>Quantity</b>	<b>Engine power</b>
2 kg	Under 75 kW
4 kg	Over 75 kW

1.1.3 Petroleum products and equipment

Type of petroleum equipment	Rating
Fuel distribution point (pump) and service truck at a forest camp site.	At least 2 fire extinguishers with an effective total rating of at least 20 BC, one of which must be less than 10 metres away (measured horizontally) from distribution points.
Fuel tanker truck or vehicle transporting fuel for forestry machinery.	One or two fire extinguishers with an effective total rating of at least 40 BC installed near the tanker or mobile tank and a fire extinguisher with an effective rating of at least 5 BC, installed and clearly visible in the truck cab or affixed outside the cab.

- 
- 1.2 Any skid plate installed under an engine must be installed so as to allow the removal of combustible matter that could gather there;
  - 1.3 Any operator working on a motorized or mechanized piece of machinery shall remove from it any debris or dirt that could start a fire;
  - 1.4 Any operator working on a motorized or mechanized piece of machinery shall turn off all electrical circuits when it is not in use;
  - 1.5 The exhaust system of any engine shall be equipped with a muffler with a spark arrestor and be in working order;
  - 1.6 The owner or operator of a motorized piece of machinery used in the forest shall allow a fire ranger to inspect it;
  - 1.7 It shall be forbidden to use in the forest a motorized or mechanized piece of machinery that is a fire hazard.

## **2. CHAIN SAWS, BRUSH CUTTERS, MECHANICAL HAND TOOLS AND OTHERS**

- 2.1 It is necessary to have a 225-ml container of ABC dry chemical powder:
  - next to the fuel tank and less than 30 metres away from worker or;
  - on the worker's belt.
- 2.2 Refuelling must be done with an CSA-approved fuel tank that is equipped with a pour spout. It is forbidden to smoke during this operation;
- 2.3 The exhaust system of any engine shall be equipped with a muffler with a spark arrester and be in working order;
- 2.4 It is forbidden to fill this equipment with gasoline when it is hot;
- 2.5 This equipment shall be started at three metres or more from the place where it was filled with gasoline.

## **3. REFORESTATION WORK**

During reforestation work, there must be a full back-pack pump and two shovels, or a 2-kg ABC fire extinguisher and two shovels, per group of 10 persons or less. This equipment should accompany the last seedling distribution centres or a group of workers.

## **4. SMOKING**

- 4.1 It shall be forbidden to smoke or to use an open flame within 15 metres from a fuel storage or handling point;
- 4.2 No person may smoke in or near the forest from April 1 to November 15 while working or travelling, except in a building or a closed vehicle.

## **5. CAMPFIRES**

From April 1 to November 15, it is forbidden to make a campfire to cook or repel mosquitoes.

## **6. PREVENTIVE MEASURES**

- 6.1 Suggested restriction of forestry operations  
When it has been suggested to restrict forestry operations, due to the fire danger, members shall assume the cost of a special ground patrol (foremen) of logging areas.

## 6.2 Reforestation work with memorandum of understanding

If authorized by the client, manual reforestation work may continue during preventive measures for forestry operations. However, the silvicultural company must sign a memorandum of understanding approved by SOPFEU (see example of memorandum of understanding used in 2007 in Appendix 4) and respect its provisions.

**TABLE 1**

<b>ARTICLE IN THIS DOCUMENT</b>	<b>REFERENCES</b>
1.1	Forest Protection Regulation, Section V, section 5.1
1.1.1	<i>Réparations mécaniques en forêt</i> (mechanical repairs in forests), page 18 and page 67, publication of the CSST and joint committee on prevention in the forest sector (in French only).
1.1.2	Standard prescribed by members
1.1.3	Regulation respecting petroleum products and equipment, section 289, 290, 464 Transportation of Dangerous Substances Regulation, section 27
1.2	Forest Protection Regulation, Division V, section 5.2
1.3	Forest Protection Regulation, Division V, section 5.3
1.4	Forest Protection Regulation, Division V, section 5.4
1.5	Forest Protection Regulation, Division V, section 5.5
1.6	Forest Protection Regulation, Division V, section 5.7
1.7	Forest Protection Regulation, Division V, section 5.8
2.1	Standards and guidelines of the MRNF, Chapter 8, subject 4
2.1	Standard prescribed by members
2.2	Standard prescribed by members
2.3	Forest Protection Regulation, Division V, section 5.5
2.4	Regulation Respecting Forestry Operations, Division IV, section 11.3
2.5	Regulation Respecting Forestry Operations, Division IV, section 11.5
3.0	Standard prescribed by members
4.1	Forest Protection Regulation, Division V, section 5.6
4.2	Forest Act, Section 138
5.0	Standard prescribed by members
6.1	Standard prescribed by members
6.2	Standard prescribed by members

## **CHAPTER 2**

### **FOREST INSPECTIONS**

#### **Section 1: Roles**

##### **1. Role of the member company**

Any member company that carries out or mandates someone to carry out forestry operations (forest management and timber supply activities) must notify SOPFEU by April 30 of every year of its intention to carry out, or not carry out, forestry operations in the months of May, June, July and August (see Appendix 1).

The member company that declares forestry operations for the abovementioned months must ensure that forest fire prevention standards are respected by conducting monthly inspections and correcting any non-conformities detected. An official declaration to this effect must be made to SOPFEU (see Appendix 2) and signed in April of each year by a representative of the member, saying that its forestry operations are systematically and rigorously monitored and respect the minimum standards in effect as outlined in Chapter 1.

When a forest fire occurs or fire threatens the forest due to activities of the member company, this company agrees to notify SOPFEU and, in conjunction with SOPFEU, analyze the situation and if need be, produce a plan of action and follow-up, whose objective will be to prevent the same type of events from reoccurring (Chapter 3 in this document).

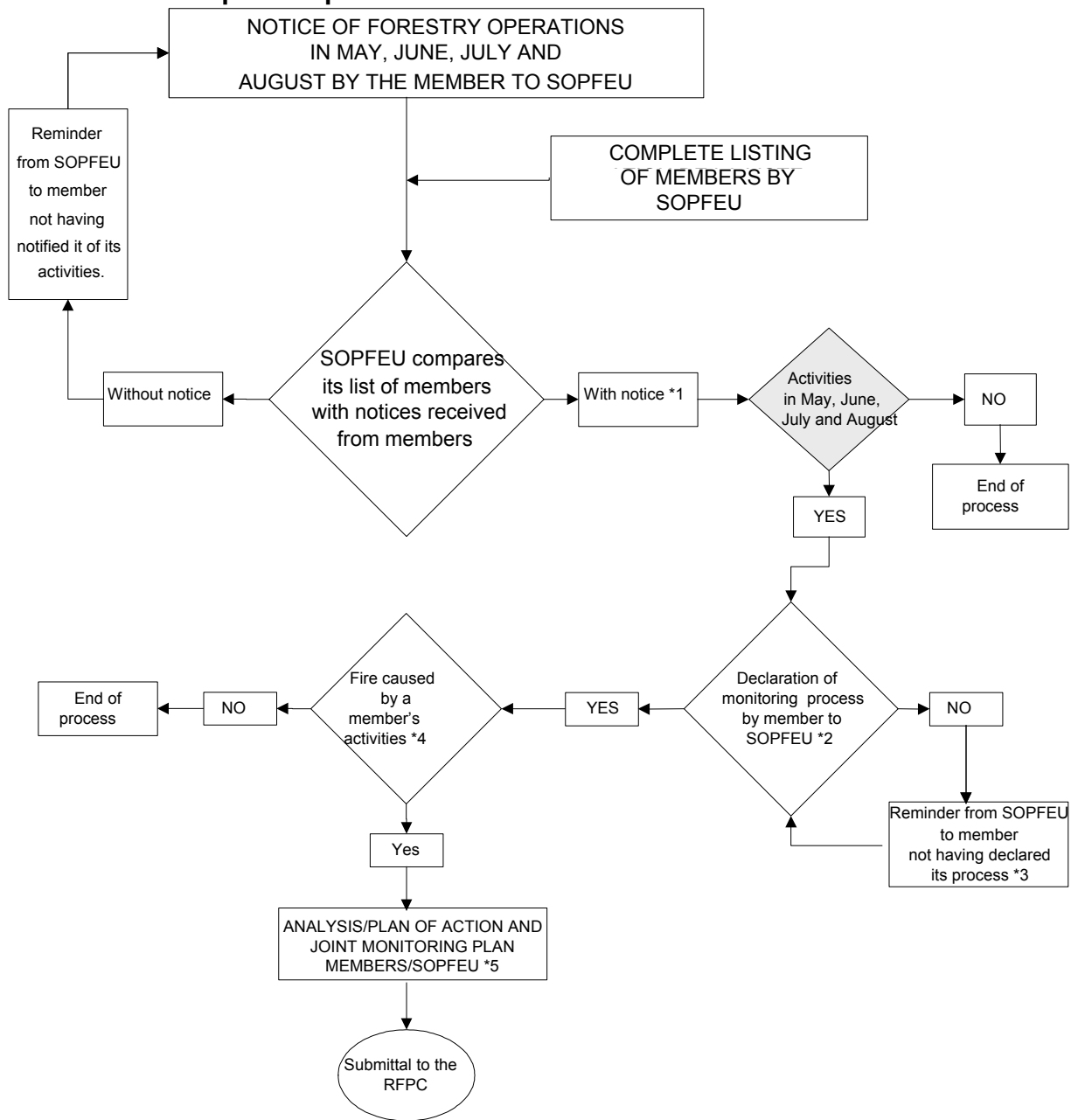
##### **2. Role of SOPFEU**

SOPFEU's role consists of ensuring, and informing the Regional Forest Protection Council (RFPC), that the member company has assumed its responsibilities regarding:

- The declaration of its forestry operations;
- Its commitment to prevention by conducting inspections and follow-ups;
- The production of an action plan aimed at correcting non-conformities that will have caused a forest fire or threatened the forest.

SOPFEU will support the member company in preparing and following-up any plan of action aimed at correcting a situation, in particular by supplying its expertise in prevention and training.

### 3. Illustration of inspection process



**Information collected during the process will be sent annually to the RFPC**

- \* 1: Number of members carrying out activities in May, June, July or August
- \* 2: Number of members with activities having declared an inspection monitoring process
- \* 3: Number of members with activities, but not having declared an inspection monitoring process
- \* 4: Number of fires started by forestry operations
- \* 5: % of fires having been the subject of an analysis, action plan and monitoring measure

## **Section 2: Notice of Inspection forms**

The member company will supply its own inspection forms, which are adapted to its operational needs. However, the member company does not have to send them to SOPFEU.

The examples in the following pages are given for reference purposes. An inspection guide is presented in Appendix 3.

**NOTICE OF INSPECTION OF MACHINERY**

Member company: \_\_\_\_\_ Worksite: \_\_\_\_\_

Foreman: \_\_\_\_\_ Grid: \_\_\_\_\_ - \_\_\_\_\_

Contractor: \_\_\_\_\_ Operator: \_\_\_\_\_

**TYPE OF WORK:**  Supply  Management

**TYPE OF EQUIPMENT**

- Feller  Brush cutter  Grader  Bucker
- Service truck  Skidder  Mechanical shovel  Vehicle of supervisor
- Bulldozer  Delimber  Forwarder  Transport vehicle
- Loader  Multi-function  Chainsaw  All-terrain vehicle

Other: \_\_\_\_\_ (specify)

Make: \_\_\_\_\_ Model: \_\_\_\_\_

**FIRE EXTINGUISHING MATERIAL**

**Portable equipment:**

- ABC 225 ml  ABC 2 kg  ABC 9 kg  Back-pack pump
- ABC 1 kg  ABC 4 kg  ABC 2 x 9 kg  Shovels

**Fuel products and equipment:**

- 2 extinguishers equivalent to 20 BC (one of which is less than 10 m away)
- 1 or 2 extinguishers equivalent to 40 BC close to tank and 1 extinguisher equivalent to 5 BC in the truck's cab
- Missing  Inappropriate  Defective \_\_\_\_\_ (specify)

**OTHER**

- Neatness:  Suitable  To be cleaned
- Exposed electrical wire:  No  Yes
- Muffler:  Good order  Defective
- Fuel tank:  Compliant  Non-compliant
- Other irregularities: \_\_\_\_\_

**RESULTS:**  Compliant  Non-compliant  Immediate stop

**Preventive measures (if so:**  noon to 8 p.m.  24h/24)

If applicable, you must complete the "Notice of inspection during preventive measures for reforestation work with memorandum of understanding"

Follow-up: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_

**NOTICE OF INSPECTION DURING PREVENTIVE MEASURES FOR  
REFORESTATION WORK WITH MEMORANDUM OF UNDERSTANDING  
(Suggested form)**

<b>Contractor:</b>				<b>Date:</b>			
<b>Client:</b>				<b>Region:</b>			
<b>Sector:</b>							
<b>Road number:</b>							
	Presence of smoke	Absence of smoke	N/A				
<b>Reforestation site:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<b>Checked by:</b>				<b>Time:</b>			
<b>Compliance of equipment according to specifications in item 3 of this document:</b>							
<i>“During reforestation work, there must be a full back-pack pump and two shovels, or a 2-kg ABC fire extinguisher and two shovels, per group of 10 persons or less.”</i>							
Yes				No			
<input type="checkbox"/>				<input type="checkbox"/>			
<b>Comments:</b>							
_____							
_____							
<b>Signature:</b>							

### CHAPTER 3

## PROPOSED AGENDA OF AN ANALYSIS MEETING FOLLOWING A FOREST FIRE CAUSED BY ACTIVITIES OF A SOPFEU MEMBER

Meeting of \_\_\_\_\_ and Société de protection des forêts contre le feu, on \_\_\_\_\_.

PROPOSED AGENDA		
TIME	ITEMS	PERSON RESPONSIBLE
	1. Words of welcome	
	2. Presentation of participants	
	3. Objectives of meeting	
	4. Analysis of facts: 4.1 Cause of fire and ignition source 4.2 Suppression costs 4.3 Damage to forest 4.4 Material damages	
	5. Analysis of operational follow-up process: 5.1 Notice of forestry operations during the fire season 5.2 Declaration of systematic monitoring of operations 5.3 Application of preventive measures 5.4 Evaluation of monthly inspections (number) 5.5 Evaluation of quality of inspections 5.5.1 Qualifications of inspectors 5.5.2 Follow-up and standardization of non-conformities	
	6. Choice of solutions 6.1 Plan of action and follow-up regarding problems encountered in previous item 6.2 Appointment of a person responsible for the plan of action and follow-up	
	7. Date of final meeting to report on implementation of plan of action and follow-up	
	8. End of meeting	

## CHAPTER 4

### REPORT

The report resulting from the “forest inspection” process and presented to the Regional Forest Protection Council (RFPC) will provide the following information:

- The number of member companies:
  - ✓ With a timber supply and forest management agreement (CAAF) on RFPC territory during the current year;
  - ✓ That will carry out forestry operations during the months of May, June, July and August;
  - ✓ That have declared having an inspection process that meets the requirements outlined in this document. This number should be equal to that of companies that conduct forestry operations during the specified months.
- The silvicultural companies that have signed the memorandum of understanding (MOU) with various associations.
- The number of fires, on RFPC territory, having been caused by forestry operations during the months of May, June, July and August of the current year, which includes the number of fires caused by members specifically during the suggested restriction of forestry operations.
- The number of analyses and plans of action submitted to SOPFEU regarding these fires.

## EXAMPLE OF A NOTICE OF FORESTRY OPERATIONS DURING THE FIRE SEASON

Date: \_\_\_\_\_

Name \_\_\_\_\_

Société de protection des forêts contre le feu (SOPFEU)

Main base \_\_\_\_\_

**Subject: Notice of forestry operations during May, June, July and August**

Dear Sir,

As the representative of (company): \_\_\_\_\_

I would like to confirm the following:

**Check box**

- No timber supply and forest management activities will be carried out in May, June, July and August:

*Note: If you check this box, you must ignore the declaration of systematic monitoring of operations.  
Please sign and return this notice.*

- Timber supply and forest management activities will be carried out in at least one of the months of May, June, July and August in the following common areas or private woodlots, but under the responsibility of \_\_\_\_\_, a member company of SOPFEU:

\_\_\_\_\_

*Note: If you check this box, you must ignore the declaration of systematic monitoring of operations. You do not have to return the declaration. It is the company that carries out the work for you, provided it is a member of SOPFEU, that has this obligation. Please sign and return this notice.*

- Timber supply and forest management activities will be carried out in at least one of the months of May, June, July and August, in the following common areas or private woodlots:

\_\_\_\_\_

*Note: If you check this box, it is because timber supply and forest management activities are carried out by government control, either by a third party, a mandated representative or a contractor, that is not a member of SOPFEU. It is therefore up to you, as a member, to ensure minimum standards are met.*

Consequently, SOPFEU will receive by April 30 our official declaration for the systematic monitoring of forestry operations.

\_\_\_\_\_  
Name and function

## EXAMPLE OF A DECLARATION OF SYSTEMATIC MONITORING OF OPERATIONS

Date

Name \_\_\_\_\_  
Société de protection des forêts contre le feu (SOPFEU)  
Main base \_\_\_\_\_

**Subject: Declaration of systematic monitoring of operations**

Dear Sir,

As the representative of \_\_\_\_\_,  
a member company of SOPFEU, and with regard to our previously produced notice of  
forestry operations, we would like to confirm the following:

- The timber supply and forest management agreement activities carried out under our responsibility, whether under government control or by contract, are submitted to a systematic and rigorous inspection process;
- The process ensures the proper application of minimum standards required by the Regional Forest Protection Council;
- In the event a forest fire occurs due to operations under our responsibility, SOPFEU will be notified and an analysis will be done in conjunction with the SOPFEU personnel.

\_\_\_\_\_  
Name and function

## FORESTRY OPERATIONS INSPECTION GUIDE

### 1. EQUIPMENT

- Booklet of compliance notices
- Book of preventive inspections
- Topographical maps
- Hard hat
- Safety boots
- Bright clothing

### 2. INSPECTION

During any inspection, it is mandatory that the operator be present. Never do the necessary manipulations for the inspection, always have the operator do them.

#### 2.1 Motorized machine

##### 2.1.1 Observe the premises

- a) Determine the best time to make contact:
  - Never when the machine is moving.
  - Only when the operator stops the machine.
- b) Make sure to draw the operator's attention by waving your hard hat, to avoid startling him and causing an accident.

##### 2.1.2 Introduce yourself to the operator

- a) Say hello and identify yourself.
- b) State purpose of visit
- c) Establish a positive contact, while avoiding wasting the operator's time.

##### 2.1.3 Inspect the muffler

- a) Check to see if well attached
- b) Working condition

##### 2.1.4 Conduct a general inspection

- a) Check cleanliness (oil and wood particles)
- b) Check for exposed electrical wires

##### 2.1.5 Inspect portable fire extinguishers

- a) Check location
  - Accessibility
  - Attachment means (preferably horizontal)
- b) See if minimum standards are met
  - Effective rating
  - ABC dry chemical powder

- c) If the container is hermetically sealed
  - ULC or CSA approved
  - Check dial
  - Check for wear
  - Check maintenance sheet
- d) If the container is semi-hermetically sealed
  - Safety: press down on trigger before unscrewing the capsule
  - Check the capsule by unscrewing it to the right
  - Check the powder:
    - . Unscrew the filler cap by turning it to the left
    - . Check to see if powder has hardened
    - . Check to see if it has the right powder:
      - if yellow: ABC
      - if blue: BC
    - . Check to see if there is enough powder
    - . Check seal
    - . Screw back by hand (not too much pressure)
  - To check powder quality:
 

Take a pinch of powder between your thumb and index, let fall to the ground. The powder will disperse in all directions if good. If however it falls to the ground in several clumps or is granular instead of powdery, it is damp. Notify the operator or person responsible (foreman, owner, etc.)

**Note:** Suggest to the operator to shake the fire extinguisher from time to time to prevent the powder from caking (compacting).

2.1.6 End the visit by saying goodbye and thanking the operator for his cooperation, and giving him the inspection results.

2.1.7 Give one copy of the inspection sheet to the operator and one to the foreman.

## **2.2 Chainsaws, brushcutters, portable mechanized tools and others**

2.2.1 Observe premises

- a) Determine the best time to make contact
  - Never when the operator is felling trees
  - Never when the operator is delimiting trees
- b) Make sure to draw the operator's attention to avoid startling him and causing an accident.

2.2.2 Introduce yourself to the operator

- a) Say hello and identify yourself
- b) State purpose of visit
- c) Establish a positive contact and avoid wasting the operator's time.

- 2.2.3 Inspect the muffler
  - a) Check to see if properly attached
  - b) Check working order
  - c) Check spark arrester.
- 2.2.4 Inspect electrical wires and spark plugs
  - a) Exposed wires
  - b) Dirty wires (oily)
- 2.2.5 Inspect fuel tanks
  - a) ULC or CSA approved containers
  - b) Caps
  - c) Air intakes
  - d) Leaks
  - e) Pour spout
- 2.2.6 Check dry chemical powder container (225 ml)
  - a) ABC powder (yellow)
  - b) Check containers
  - c) Check quantity and quality
  - d) Check location and accessibility
- 2.2.7 Other legislation regarding forest workers
  - a) No person may smoke in or near the forest from April 1 to November 15 while working or travelling, except in a building or a closed vehicle.
  - b) Chainsaws must be started at least 3 metres away from the refuelling area.
- 2.2.8 End the visit by saying goodbye and thanking the operator for his cooperation, and giving him the inspection results.
- 2.2.9 Give one copy of the inspection sheet to the operator and one to the foreman.

## **2.3 Inspection of service truck**

- 2.3.1 Portable chemical extinguisher
  - a) Check location
    - Accessibility
    - Attachment means
  - b) Minimum standards
    - Effective rating of extinguisher
    - ABC chemical powder
  - c) If the container is hermetically sealed
    - ULC or CSA approved
    - Check dial
    - Check for wear
    - Check maintenance sheet
  - d) If the container is semi-hermetically sealed
    - Safety: press down on trigger before unscrewing the capsule
    - Check the capsule by unscrewing to the right
    - Check the powder:
      - . Unscrew the filler cap by turning it to the left
      - . Check to see if powder has hardened
      - . Check to see if it has the right powder:

- if yellow: ABC
- if blue: BC
- . Check to see if there is enough powder
- . Check the seal
- . Screw back by hand (not too much pressure)
- To check powder quality:
  - Take a pinch of powder between your thumb and index, let fall to the ground. The powder will disperse in all directions if good. If however it falls to the ground in several clumps or is granular instead of powdery, it is damp. Notify the operator or person responsible (foreman, owner, etc.)
  - Note:** Suggest to the operator to shake the fire extinguisher from time to time to prevent the powder from caking (compacting).
- 2.3.2 End the visit by saying goodbye and thanking the operator for his cooperation, and giving the inspection results.
- 2.3.3 Give one copy of the inspection sheet to the operator and one to the foreman.

### **3 Reforestation work with memorandum of understanding**

#### 3.1 Check:

- 3.1.1 To see if a training session on standards was given
- 3.1.2 Who gave the session and when
- 3.1.3 When and how information is given to personnel during preventive measures
- 3.1.4 Knowledge of measures to respect during restriction of operations

#### 3.2 Actions of the foreman during restriction of operations:

- 3.2.1 Do a special ground patrol of operational areas
- 3.2.2 Fill out the daily report during measures (notice of inspection during preventive measures).

### **4 New in 2008**

Starting in 2008, it is the member's responsibility to ensure that employees of silvicultural companies fully understand and apply the provisions of the memorandum of understanding. The member must also investigate any fire that occurs out during reforestation work. After the investigation, SOPFEU may specify additional obligations for the silvicultural companies responsible for the fire, which they must agree to respect so they continue to benefit from the advantages associated with this memorandum of understanding.

Removal of manual reforestation work from targeted activities during forestry operations

MEMORANDUM OF UNDERSTANDING

BETWEEN

legally incorporated body, with its head office at \_\_\_\_\_, represented by \_\_\_\_\_, duly authorized, for the purpose of this agreement,

Hereinafter called the "ASSOCIATION"

AND

legally incorporated body corporation, with its head office at \_\_\_\_\_ (Québec), represented by \_\_\_\_\_, Name \_\_\_\_\_ Title \_\_\_\_\_, duly authorized, for the purpose of this agreement,

Hereinafter called the "SILVICULTURAL COMPANY"

THE PARTIES AGREE ON THE FOLLOWING:

1. CONTEXT

This memorandum of understanding (MOU) is part of the pilot project initiated in 2006 and which will continue during the 2007 fire season. It stems from the representations made to the Société de protection des forêts contre le feu (SOPFEU) by the three associations whose members include the vast majority of companies that carry out silvicultural work in Quebec.

These representations aimed to acknowledge that the risk of fire related to reforestation work is relatively low and that silvicultural companies carrying out reforestation work over a very short period are adversely affected by being included in the stopped forestry operations. These associations hope to conclude an agreement outlining the provisions that need to be respected in order to be excluded from targeted forestry operation.

Following these representations, SOPFEU accepted to remove reforestation work from forestry operations that were stopped during preventive measures if the silvicultural companies that carried out these activities agreed to respect specific provisions.

To ensure that silvicultural companies officially commit to the process and to minimize the cost incurred by SOPFEU for monitoring the memorandum of agreement, it was

agreed to involve the associations having these companies as members. This MOU outlines the provisions that will apply during the pilot project, which companies will be invited to join. They can join on a volunteer basis, but if they do not sign the MOU they will not benefit from the privileges of the agreement with SOPFEU and must interrupt their activities during periods where forestry operations are stopped.

SOPFEU and these associations also hope that the pilot project phase will foster awareness among forest companies and workers when it comes to preventing forest fires.

## **2. PURPOSE**

With this MOU, the silvicultural company agrees to respect the provisions outlined in this MOU so it can continue its reforestation work during restricted forestry operations.

## **3. LIMITATION OF THIS MEMORANDUM OF UNDERSTANDING**

Despite the signing of this MOU, SOPFEU reserves the right, in special fire danger circumstances, to reintroduce reforestation work in targeted activities.

## **4. DURATION**

This MOU will enter into effect as soon as it is signed and end at the latest on December 31, 2007.

## **5. RESPONSIBILITIES OF THE ASSOCIATION**

- 5.1. Because of close collaboration with SOPFEU, the Association agrees to inform silvicultural companies of the preventive measures in effect for forestry operations.
- 5.2. The Association also agrees to disseminate all relevant information regarding forest fire preventive measures;
- 5.3. The Association agrees to periodically update SOPFEU by sending it a list of silvicultural companies having signed the MOU;
- 5.4. The Association agrees to provide a report and evaluate the situation with SOPFEU at the end of the pilot project with a view to extending the MOU.

## 6. RESPONSIBILITIES OF COMPANIES

- 6.1. When it hires personnel, the silvicultural company must inform and train all workers on preventive measures during normal operations and the new rules regarding preventive measures for forestry operations;
- 6.2. The silvicultural company must implement a control and follow-up system during preventive measures for forestry operations to ensure that the prevention plan is fully respected;
- 6.3. The silvicultural company agrees to limit reforestation work to sectors that can be replanted without using seedling transport equipment during periods where forestry operations are restricted;
- 6.4. The silvicultural company agrees to respect and promote SOPFEU's minimum prevention standards, which encompass and complete certain sections of the following documents: "Forest Act" and "Forest Protection Regulation," "standards and guidelines of the Ministère des Ressources naturelles et de la Faune," "Regulation Respecting Forestry Operations," outlined in the document: "*Prévention des incendies de forêt lors des activités d'aménagement et d'approvisionnement forestier sur le territoire des membres de la société.*" More specifically, the requirements for reforestation work are as follows:
  - 6.4.1. During reforestation work, there must be a full back-pack pump and two shovels, or a 2-kg ABC fire extinguisher and two shovels, per group of 10 persons or less. This equipment must accompany the last seedling distribution centre or a group of workers.
  - 6.4.2. It is forbidden to smoke or use an open flame within 15 metres of a fuel storage or handling point;
  - 6.4.3. No person may smoke in or near the forest from April 1 to November 15 while working or travelling, except in a building or a closed vehicle.
  - 6.4.4. From April 1 to November 15, it is forbidden to make a campfire to cook or repel mosquitoes.
  - 6.4.5. When its forestry operations are restricted, due to the fire danger, members shall assume the cost of a special ground patrol (foremen) of logging areas.
- 6.5. For the MOU to be effective, the silvicultural company must send a copy to clients, such as holders of timber supply and forest management agreements (CAAFs), holders of forest management agreements (CvAFs), and regional county municipalities (MRCs), and make them sign a copy of Appendix 1 of this MOU.
- 6.6. The silvicultural company agrees to provide the Association with a report at the end of the fire season, which includes the action taken during reforestation work associated with this MOU.

**IN WITNESS WHEREOF**, the parties have signed in duplicate copy.

**THE ASSOCIATION DES ENTREPRENEURS EN TRAVAUX SYLVICOLES DU QUÉBEC**

GIVEN AND SIGNED at Quebec, on \_\_\_\_\_, 2007.

\_\_\_\_\_  
Mr. Fabien Simard  
General manager

**THE SILVICULTURAL COMPANY**

GIVEN AND SIGNED at \_\_\_\_\_ on, \_\_\_\_\_, 2007.

\_\_\_\_\_  
Name (in block letters)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

**The representative for the silvicultural company for the duration of the project will be:**

\_\_\_\_\_  
Name (in block letters)

Tel: \_\_\_\_\_ Extension: \_\_\_\_\_

EXAMPLE

# Removal of manual reforestation work from targeted activities during forestry operations

## MEMORANDUM OF UNDERSTANDING

Name of client (work provider):

\_\_\_\_\_

Work will be carried out in the following common area:

\_\_\_\_\_

Or, if public intramunicipal areas, within the boundaries of the following municipality:

\_\_\_\_\_

The contract volume is: \_\_\_\_\_ seedlings.

I confirm having received a copy and read the memorandum of understanding between the silvicultural company \_\_\_\_\_ and the Association.

I hereby accept the provisions of the memorandum of understanding.

SIGNED at \_\_\_\_\_ on, \_\_\_\_\_, 2007.

\_\_\_\_\_  
Name (in block letters)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature