



Coillte policy Training and Certification requirements for Loading & Haulage of Roundwood Timber

2015

1. Policy

This policy document covers the areas of loading and unloading of trucks and the haulage of roundwood timber from the Coillte estate.

1.1. Training:

All personnel operating timber loading or haulage vehicles on the Coillte estate must hold a valid:

- Coillte Haulage Safety Induction course certificate
- First Aid (Basic or Occupational) certificate
- Manual Handling certificate
- Crane Competence Certificate (City and Guilds Static Loaders certificate qualification programme No 0020-37)

1.2. Vehicles for Loading and Hauling:

All vehicles, used for loading and hauling timber, operating on the Coillte estate must hold a valid:

- DOE certificate for the Truck and Trailer
- GA1 certificate (Lifting Equipment Inspections / Report of Thorough Examination) for all timber loading cranes

1.3. Safety Equipment:

All vehicles, used for loading and hauling timber, operating on the Coillte estate must have the following safety equipment in each vehicle:

- Up-to-date First Aid Kit
- Mobile Phone and/or Two-way radio
- Safety Signage
- Load Straps
- Pollution Control Kit
- PPE (Helmet, High-Viz Clothing, STC Boots)

1.4. Safety Documentation:

All vehicles, used for loading and hauling timber, operating on the Coillte estate must have the following safety documentation in each vehicle:

- Safety Statement (Relevant Extracts)
- Haulage Site Safety Rules
- All Relevant Training Certificates
- All Relevant Vehicle Certificates

2. Implementation Plan

2.1. Sign-Off & Approval

This policy has been developed by the Stewardship & Risk Team in consultation with CF Operations. The policy has been approved by Coillte Forest Transport Group (CFTG). This will be communicated to the Joint Industry Technical Group (JITG) on 21st February. The policy is to be implemented in **March 2014** through the Health & Safety Haulier workshops.

2.2. Health and Safety Workshops

A series of Health & Safety workshops will be held in **March 2014** for all haulage contractors that are operating on the Coillte estate. The purpose of these workshops will be to outline their requirements to meet the revised Coillte policy for haulage and loading operations and the associated timelines.

2.3. Health and Safety Induction Course

A Health & Safety Induction Course will be delivered to all drivers that are operating on the Coillte estate. This Induction Course will cover the relevant Health & Safety information pertaining to good practice for the haulage of roundwood timber. This course must be completed by all drivers by **31st December 2014**.

2.4. Crane Competence Certificate

All haulage contractors operating on the Coillte estate must provide Coillte with a valid Crane Competence Certificate for all of their timber loading crane operators by **30th September 2014**.

2.5. Declaration of Compliance

In the interim period, prior to 30th September 2014, all haulage contractors operating on the Coillte estate must provide Coillte with a written declaration that all of their crane operators are experienced and safe in the operation of their timber loading cranes. These declarations must be provided to Coillte by **31st March 2014**.

2.6. GA1 Crane Certificate

All haulage contractors operating on the Coillte estate must provide Coillte with a valid copy of a GA1 Crane Certificate (Lifting Equipment Inspection Report of Thorough Examination) for each unit of loading equipment by **30th June 2014**.

3. Compliance

3.1. Training

- From the 1st April 2014, drivers of loading or haulage vehicles found without a valid First Aid and Manual Handling certificate will be in breach of the policy and will have their truck suspended for one week for the initial offence.
- From the 1st October 2014, operators found using loading equipment without a valid Crane Competence Certificate will be in breach of the policy and will have their truck suspended for one month for initial offence.
- Further breaches will incur increased sanctions at Coillte's discretion.

3.2. Vehicles

- From the 1st July 2014, loading equipment that does not have a valid GA1 Crane Certificate presented to Coillte is prohibited from operating on the Coillte estate. Any persons found operating non-compliant equipment will be in breach of the policy and will have their truck or loader suspended for one month for the initial offence.
- Further breaches will incur increased sanctions at Coillte's discretion.

3.3. Safety Equipment:

- From 1st April 2014, operators found driving a vehicle without the required safety equipment will be in breach of the policy and will have their truck suspended for one week for the initial offence.
- Further breaches will incur increased sanctions at Coillte's discretion.

3.4. Safety Documentation:

- From 1st April 2014, operators found driving a vehicle without the required safety documentation will be in breach of the policy and will have their truck suspended for one week for initial offence.
- Further breaches will incur increased sanctions at Coillte's discretion.



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