



Good day all . . .

We have just returned from what we consider to be a very successful first AARDA Safety road trip of the northern part of our province. We would like to thank all the yards that allowed us to visit them.

After our employee, Nigel Cole, died on the job, we came to realize that we had fallen well short on some of the requirements of occupational health and safety. While none of the shortfalls had, in any way, to do with Nigels' death, it nevertheless weighed heavily on our minds and our hearts. We searched for ways that we could be of assistance to others in our industry, knowing that some of you may be in the same situation as we were. One idea we had was to tour around the province, visiting the yards of those interested in benefitting from our experiences and our new-found knowledge.

We did this last week, visiting 5 yards in 2 days, and our thoughts were confirmed. Because safety is always a work in progress, we find that everyone is at a different stage. Some yards have not yet begun their OH&S journey, some are at the midway point and some are close to being compliant. We found that the yards closer to compliance benefitted from having someone on staff with previous safety experience – with either an industry or oilfield background. We compiled a list of '10 things to do' to start on the track to compliance. (And then added a further 10!) We began each visit with a tour of the yard - discussed things that could be improved on and noting things that exceeded standards. We observed the safety related items each yard had available as well as the accessibility/placement of the items. Then we read through the 'to do's' and discussed the issues and answered a lot of questions. As an added bonus, we learned a lot from those yards too !

On the upside, it seems that everyone was already on board with fire extinguishers and some form of first aid kits. On the downside, we saw some homemade equipment that will either need certification or replacement (we know, because we had the same issue !) Most of the yards were already holding monthly safety meetings and had completed their WHMIS certification. We found that all could use a little work on the emergency strategy plans. We didn't always talk about the letter of the law but mostly talked about practical improvements, getting a feeling of how each yard was generally doing.

We are planning on doing another trip in the spring and would be very happy to visit your yard! If you have a desire to improve the safety of your employees and would like a hand beginning your safety plans or just need a little help, please contact us. We are a long ways from OH&S experts but we have experienced a lot in these last couple years and are excited to share our knowledge with you.

Randy Montgomery and Valerie Montgomery

Harrys Auto Wrecking – Grande Prairie, AB



Health & Safety Checklist

10 To Do's to get you started

1. Safety Meetings to be held monthly. Minutes must be taken and kept. All employees to attend.
2. Set a goal to have everyone complete the WHMIS course in the next 3 months. (In person or on-line) Keep certificate in employee file.
3. Current MSDS sheets for all products used in your business must be kept in a binder and be available for all employees. All containers must be labeled.
4. All fire extinguishers must be inspected annually with tags to be on each extinguisher (ABC Type).
5. At least one person must take the emergency first aid course. Additional first aiders may be needed depending on # of employees. Keep certificates in employee file. First Aid kit(s) must contain the proper amount of first aid equipment for the # of employees. First aid kits must be in all shop owned vehicles – these can be basic kits.
6. Personal Protective Equipment (PPE) must be provided to employees (CSA approved)- some examples are:
 - a. Glasses
 - b. Gloves (leather and rubber)
 - c. Steel toed boots
 - d. Air filter masks (common usage)
 - e. Reflective coveralls/vests
7. All forklift drivers must have current certificates. Keep certificates in employee files.
8. Overhead Hoists must be inspected annually and documentation must be kept.
9. Inspection certificates on your 2 or 4 post hoists obtained annually and documentation is kept.
10. All homemade equipment ie: slings and engine hoists must be replaced with certified equipment.



Another 10 steps that can be tackled

1. A Health & Safety Manual must be created as well as Safe Work Practices/Procedures. These are to be communicated to all existing employees as well as to all new employees prior to their beginning work.
2. Designate a safety leader as well as alternates (at least one management and one employee) Send them for safety training.
3. Monthly Hazard Assessments/Inspections must be completed. Your safety designate can take a course to learn how to do this.
4. An emergency strategy must be created along with a map showing all emergency stations (ie: eyewash station and fire extinguisher locations) and emergency exits. A muster point must be established and be indicated with a large sign.
5. Perform weekly or monthly checks on equipment with paperwork for loaders /forklifts/tow trucks
6. Chains and Cables to have tags with dates and weights
7. Have a Health & Safety Bulletin Board
8. Create a Health & Safety Policy and post it on the H&S board.
9. Copies of the OH&S Code/Act/Regulations must be available to all employees to read
10. Create “housekeeping” policies – ie: tidy before and after completing work, safe storage of equipment, cleaning spills.