

**Caledonia Nordic Ski Club
Staff and Volunteer Safety Training & PPE Guidelines**

Purpose:

The safety of all staff and volunteers at the Caledonia Nordic Ski Club is our top priority. This document outlines the requirements for personal protective equipment (PPE) and safety training to ensure that all individuals engaging in club activities, projects, and the use of power equipment are adequately protected.

General Safety Requirements:

- All staff and volunteers must wear appropriate PPE for the task they are performing.
- Safety guidelines must be followed at all times to minimize risks and prevent injuries.
- Any unsafe conditions or incidents must be reported immediately to the appropriate supervisor or club management.
- Volunteers and staff must ensure they are familiar with and trained on any equipment or tools they will be using.

Personal Protective Equipment (PPE):

General PPE Requirements:

Depending on the activity, the following PPE may be required:

- Safety glasses or goggles
- Hearing protection
- Work gloves
- High-visibility vests or clothing
- Steel-toed boots or sturdy footwear
- Helmets (for specific activities and equipment use)
- Protective clothing appropriate for the task

Equipment Safety Requirements:

The use of power equipment, including small equipment (chainsaws, brush saws, etc) to larger equipment (quads, snowmobiles, Side-by-side), requires specific safety measures and training:



Chainsaws and Brush Saws:

- Only individuals who have received proper training and certification may operate chainsaws or brush saws. *(Note: Provincial Certified Training is provided as needed for staff and volunteers.)*
- Required PPE includes:
 - Chainsaw chaps or protective pants
 - Cut-resistant gloves
 - Safety glasses or face shields
 - Hearing protection
 - Sturdy boots
 - Helmets with face protection
- A buddy system is required when operating chainsaws in remote areas.
- Equipment must be inspected before each use to ensure it is in proper working condition.

Quads, Snowmobiles, Side-by-Side:

- Operators must complete the necessary training before using a quad or snowmobile. *(The Trails Manager or General Manager can provide necessary information.)*
- Suggested training includes snowmobile-ed.com certification.
- Required PPE includes:
 - DOT-approved helmet
 - Eye protection (goggles or visor)
 - Insulated gloves
 - Appropriate clothing to protect against cold exposure
- Snowmobiles and quads must be operated responsibly and within designated trails and areas. Machines should stay within appropriate speeds for the trails and activity level (*less than 10 km/h*).
- Operators must conduct a pre- and post-use inspection of the machine, including checking fuel levels, brakes, and emergency equipment. Log sheets are available for each machine if any issues are noticed.
-

Training and Compliance:

- All staff and volunteers must complete the necessary safety training before engaging in high-risk activities.
- Equipment-specific training will be provided and must be completed before operating power tools or machinery.
- Compliance with safety protocols will be monitored, and failure to adhere to these requirements may result in removal from the activity.
- Refresher courses or additional training may be required periodically to ensure continued safety and competence.



Emergency Procedures:

- In case of an accident, staff and volunteers must follow emergency response procedures and notify club management immediately.
- When using any equipment, it is important to check in with the club throughout the project or activity.
- First aid kits are available at designated locations.
- All incidents, even minor ones, must be reported and documented to improve safety measures and prevent future risks.

Conclusion:

By adhering to these safety training and PPE guidelines, we can ensure a safe and secure environment for all staff and volunteers at the Caledonia Nordic Ski Club. Your commitment to safety helps maintain the well-being of our team and ensures the continued success of our club activities.

For any questions or concerns, please contact club management:

General Manager: gm@caledonianordic.com
Trails Manager: trailsmanager@caledonianordic.com

