# **Debris Removal Small - SAFE WORK procedure**

**PURPOSE**

The purpose of this procedure is to ensure the safety of city and regional personnel who are responsible for removing small natural and man-made debris from parks and public spaces during a freshet flooding event. Small debris removal *will not* require the use of heavy equipment.

**SCOPE**

This procedure covers proper and safe ways to assess and remove small pieces of debris.

**APPLICABILITY**

These procedures apply to all personnel who may remove small-sized debris.

**PREREQUISITES**

Review and understand the safety hazards identified in this procedure and the associated risk assessment.

**REFERENCE SOURCES:**

* City of Kelowna Safety Management System
* City of Kelowna Debris Removal – Small – Risk Assessment

**PPE REQUIRED:**

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| * CSA approved work boots | * Gloves | * Coveralls/high-vis |
| * Hard hat * Full-face protection (as required) | * Eye protection | * Hearing protection (as required) |
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**TOOLS AND EQUIPMENT REQUIRED:**

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| * Work zone signage | * Hand tools (clippers/pruners) | * Chainsaw (if required) |

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| **PRE – Work Procedure** | |
| **Responsibility** | **Activity** |
| **Workers** | Do not remove debris that has built-up along the foreshore until given direction to do so from your supervisor. This directive will come from the Emergency Operations Centre once the flood threat has subsided. |
| **Crew lead** | Hold a tailgate meeting to ensure all personnel are on the same page with the task requirements:   1. Survey the job-site for possible hazards. 2. Select the proper tools and ensure proper PPE is used for task based on the risks that are present. |
| **Crew lead** | If debris is being removed from streams/creeks, the local Province authority should be contacted beforehand to ensure proper approvals are in place. Contact your supervisor if unsure of whether approvals in certain areas have been given.  Debris removal from creeks/streams should be done as carefully as possible to avoid changing the stream channel or banks. A change to the channel or stream/creek banks could cause more flooding problems in the future, especially for downstream neighbours, as well as environmental damage. |

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| **Safe Work Procedure** | |
| **Responsibility** | **Activity** |
| **Workers** | Ensure the work zone is adequately cordoned off and signed appropriately. |
| **Workers** | Visually inspect all debris prior to removing it as flood debris will contain tree and brush items but may also contain household debris or harmful chemicals that may have migrated downstream and into area lakes. |
| **Workers** | Follow all disposal requirements at local landfills, no matter the type of debris that is recovered. |
| **Workers** | Conduct debris removal by hand. Debris should be placed in a predetermined area. |

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| **POST – House keeping** | |
| **Responsibility** | **Activity** |
| **Workers** | Ensure all tools are collected and secured. |
| **Workers** | Ensure all truck loads are covered with tarps and/or cargo nets. |
| **Workers** | Ensure there is no garbage left on the site. |

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