

Tailgate Meeting Form Ground Based Crew



ST_V1_3071

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KEY: ✓ = Discussed, No Issues. ✗ = Action Required, Control put in place. / = Not Applicable for the day.

FIT FOR WORK – Refer to Management Chart on Front Page When Required

Action Required

- State of Mind
- Tiredness (Good night sleep?)
- Understand Plan for the day
- Weather Conditions (Hot, Wet, Windy)
- Plenty of Water & Food
- Scheduled Time for Smoko

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FELLING (Mechanised & Manual)

Action Required

- Entering 2 Tree Length zone
- Road Control/Banners
- Wind Direction/strength
- Difficult areas/Wind-throw
- Entering 2 Tree length zone
- Individual or Assisted felling
- Radios/Communication
- Check in to:
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- Check in to:
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- First Aid Kit
- PPE in Good Condition
- Slope
- Changes to Felling Plan?
- Machine Assisted Felling
– **Plan in place?**

SKIDS REQUIRED

Action Required

- Safe Stock Level: Loads
- Signs all up, placed correctly
- Slash/Slovens
- Safe Zones-Still safe?
- Machine Zones / Loading zone
- Skid Conditions
- Communication in Place
- Changes to Skid Plan?
- New Workers
- Eye Protection
- PPE in Good Condition

EXTRACTION

Action Required

- New Tracking Required
- Ground conditions
- Slope (Refer to slope matrix)
- Adequate Run-offs
- Rocky Outcrops/Batters/Bluffs
- Manual Breaking out for Ground Based Machine (skidder or tractor)

Terrain	Slope	Dry Soft Surface	Dry Hard Surface	Extremely Wet Soils	Black/Blue Wet Soils	Damp Clay or Granite
Very Steep	23°-26°	Area to be tracked or meet conditions below	Area to be tracked or meet conditions below	No Machinery	No Machinery	Area to be tracked
Steep	20°-22°	Grousers Straight up & down	Grousers Straight up & down	No Machinery	Grousers Straight up & down	Grousers Straight up & down
Hilly	15°-19°	Grousers Straight up & down	Grousers Straight up & down	Grousers Straight up & down	Grousers Straight up & down	Grousers Straight up & down
Rolling	0°-14°	No Grousers Required	No Grousers Required	No Grousers Required	No Grousers Required	No Grousers Required

SAFETY (Extra space on following page if required)

Issue, Safety Observation/Information	E,I,M	Action/Controls

