Responsibilities of the Haliburton Safety Coordinator:

There are nine general responsibilities outlined in the Haliburton Safety Guide:

1) ensuring that every researcher (including Academic supervisors) has read the Haliburton Safety Guide and signed all the required safety forms

2) Establishing the chain of command and designating the Bone Lake Camp Coordinator

3) Ensuring that the chain of command remains operational throughout the field season (in particular making sure the Bone Lake Camp coordinator does his/her job).

4) Reporting any safety incidents (including “near misses”) to the head of the Faculty of Forestry safety committee

5) Reporting any safety incidents that involve Haliburton Forest staff or the public to the Haliburton Forest Liaison

6) Ensuring that safety concerns raised by any team member or the Liaison are resolved in a timely manner

7) Providing the Bone Lake Camp Coordinator and Academic Supervisors with emergency phone numbers

8) Maintaining regular contact with the Team Leaders, the Bone Lake Camp Coordinator, and the Haliburton Forest Liaison

9) Reprimanding anyone who does not follow safety procedures (including unsafe driving).

In addition, there are several short-term duties that need to be carried out soon:

1) Establish a website for posting safety forms
2) Establish a procedure for notifying supervisors and collecting safety forms
3) Purchase a cell phone for Bone Lake Camp
4) Develop and implement a on-campus field safety training session
5) Obtain certification as a lift safety trainor