



## Individual Owner Operator (I.O.O.) SAFETy Course

**Completion of the I.O.O. SAFETy Course is mandatory for all Individual Owner Operators pursuing SAFE Companies certification. The I.O.O. personally must attend, not a substitute person.**

### Are you an I.O.O.?

- *I am an individual owner operator who DOES NOT hire any workers or contractor. Note: If you hire any workers or contractors, you need to use the ISEBASE program (2-5 employees or any non-dependent contractors or SEBASE program (for 6-19 employees)*
- *Occasionally, an additional person is needed on a few jobs. An I.O.O. is permitted a temporary field worker for up to 10 working days during the year without jeopardizing their I.O.O. status. Having a safety watch person does not affect I.O.O. status. However, if the person is actively helping with work, then the business is no longer considered an I.O.O. and an ISEBASE audit must be submitted. More than one extra person (ie – 3 in total) is NOT permitted.*
- *Typical forest sector I.O.O.s include hand fallers, log truck drivers, equipment operators and forest professionals*

**Note: We recommend that you register with the SAFE Companies program before attending the I.O.O. training course. Register online at <http://www.bcforestsafe.org>**

**To discuss your own particular registration situation, please call toll-free: 1-877-741-1060**

For teleconference sessions, an I.O.O. SAFETy Log will be mailed to you one week prior to the date of the course. Please be sure to have it on hand. For in-class training sessions, SAFETy Logs will be distributed by the instructor. The SAFETy Log is your “in the truck/machine/pick-up” safety business centre. It provides an easy way to track and verify your safety activities on the way to becoming SAFE certified.

### Course attendance details

- Please note space is limited to a maximum of 20 participants per classroom training session
- Enrollment confirmation and details are provided to participants one week prior to the course
- The course starts at 8:00 am and is 4 hours in length

**Please see the following page for the course schedule.**

**Please indicate on page 3 which session you wish to attend from the courses listed below.**

<b>Location &amp; Date</b>	<b>Location &amp; Date – cont'd</b>
May 26 – Prince George	Sept. 13 – Chetwynd
May 26 – Nanaimo	Sept. 15 – Kelowna
May 26 – Teleconference	Sept. 15 – Nanaimo
June 2 – Campbell River	Sept. 15 – Teleconference
June 2 – Kamloops	Sept. 22 – Prince George
June 9 – Teleconference	Sept. 22 – Kamloops
June 9 – Langley	Sept. 29 – Campbell River
June 16 – Kelowna	Sept. 29 – Teleconference
Jun. 23 – Fort St. John	Oct. 6 – Langley
June 23 – Teleconference	Oct. 13 – Quesnel
July 7 – Quesnel	Oct. 13 – Teleconference
July 10 – Kamloops	Oct. 20 – Williams Lake
July 14 – Teleconference	Oct. 27 – Vernon
July 14 – Nanaimo	Oct. 27 – Teleconference
July 21 – Prince George	Nov. 3 – Nanaimo
July 28 – Campbell River	Nov. 17 – Courtenay
July 28 - Teleconference	Nov. 17 – Prince George
Aug. 11 – Teleconference	Nov. 24 – Kelowna
Aug. 25 – Teleconference	Nov. 24 – Teleconference
Sept. 8 – Fort Nelson	Dec. 1 - Kamloops
Sept. 11 – Fort. St. John	Dec. 15 - Teleconference


# Course Enrollment Form – I.O.O. SAFETy Training Course

<b>Course Location:</b>	<b>TELECONFERENCE</b> <input type="checkbox"/> Yes	<b>Course Date:</b>
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## Company Information (complete fully and print clearly)

Legal Name of Company		Company Trade Name or "Operating As" Name	
Registered with SAFE Companies Certification program? <input type="checkbox"/> Yes <input type="checkbox"/> No		SAFE Companies category: <input type="checkbox"/> Individual Owner Operator	
WorkSafeBC Account Number		First & Last Name of Company Owner or Principal	
Company Mailing Address (Street or PO Box if applicable)			City / Town
Province	Postal Code	Company Email Address	
Company Phone Number		Company Fax Number	
First & Last Name of Course Participant			Birthdate Month _____ Day _____
Course Participant Address (Street and/or PO Box, City/Town)			Province & Postal Code

## Payment Information (payment must accompany course enrollment)

<b>2012 Course Fee</b> <b>\$156.80</b> (includes 12% HST)	Please remit payment by: <input type="checkbox"/> Enclosed Cheque (payable to BC Forest Safety Council) <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard	
Name on Card	Expiry Date MM    YY	 <p><b>IMPORTANT:</b> Please include <b>CVD</b> (3 digit security code from back of credit card)</p>
Credit Card Number		
Cardholder's Signature		

Your company, personal and financial information is only used for purposes of course enrollment and SAFE Companies verification. Confidential information will not be disclosed to third parties. Your information is valuable and we ensure all reasonable measures are taken to protect it.

**Send this completed form to BC Forest Safety Council by:**

1. Email: [training@bcforestsafesafe.org](mailto:training@bcforestsafesafe.org)
2. Fax: (250) 741-1068
3. Mail: 420 Albert St., Nanaimo, BC V9R 2V7



**BC Forest Safety Council**  
*Unsafe is Unacceptable*

**Questions? Call us toll-free: 1-877-741-1060**

- IMPORTANT NOTES:**
- A)** If minimum enrollment is not met two weeks prior to a course start date, the Council reserves the right to cancel the course and reimburse paid registrants.
  - B)** Please notify us as soon as possible should you need to withdraw or reschedule your enrollment.
  - C)** No Shows will not receive reimbursement or credit for future courses and will need to enroll again.