



September 6, 2022

## Policy and Procedures – Tree Removal and Chain Saw Operation at Camp Karoondinha

**This policy supplements the National Camp Accreditation Program (NCAP) Standard FA-712 and establishes specific requirements and procedures to ensure the safe removal of trees and chain saw operation at Camp Karoondinha. Changes to this policy must be approved by the Executive Board. No exceptions are set forth in the policy.**

1. The baseline for the removal of trees and chain saw operations at Camp Karoondinha are the requirements established in the NCAP Standard FA 712.
2. The Council establishes the following requirements and guidance to supplement the NCAP standard:
  - a. The Council designee is the chair of the Risk Management Committee.
  - b. The chair of the Risk Management Committee shall:
    - 1) Approve or disapprove all requests by individuals to perform service at Camp Karoondinha as a “basic” chain saw operator (Tier I) authorized to only fell trees up to six (6) inches in diameter, cut already felled trees into sections, and cut down brush, based on the NCAP standard.
    - 2) Approve or disapprove all requests by individuals to perform service at Camp Karoondinha as an “advanced” chain saw operator (Tier II) authorized to perform all Tier I tasks and to fell trees more than six (6) inches in diameter by any means.
      - a. Prior to being authorized as a Tier II chain saw operator, the individual must demonstrate proficiency in felling trees greater than six (6) inches in diameter to a previously approved Tier II chain saw operator to ensure that all safety requirements are being followed and to familiarize the individual with the specific requirements of felling trees at Camp Karoondinha.
      - b. The previously approved Tier II chain saw operator will then notify the chair of the Risk Management Committee of the successful demonstration of felling skills prior to approval by the chair of the Risk Management Committee of the application for Tier II privileges.
    - 3) Ensure each individual has complied with all training and safety requirements before approval as a chain saw operator at Camp Karoondinha.
    - 4) Monitor each approved chain saw operator’s compliance with currency requirements for training.



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- 5) Maintain a list of all approved and current Tier 1 and Tier II chain saw operators.
  - 6) Maintain a copy of the training certificates of all approved Tier I and Tier II chain saw operators.
- c. The BSA Chain Saw Basic Training course is the only course approved by the council to meet the training requirement to satisfy one of the three certification requirements in the NCAP standard. Certification based on completion of this course is current for five years from the completion date of the course for those that complete the course after September 1, 2021. For those that completed the course between September 1, 2019 and September 1, 2021, their certification is considered current through August 31, 2026. The council will not count as current the completion of the course prior to September 1, 2019 (i.e., no individuals may be “grandfathered” for a course completed prior to that date).
3. Prior to the start of any tree removal or log cutting event at Camp Karoondinha involving the use of chain saws, compliance with the following is required.
    - a. An individual must be designated as the lead chain saw operator for the event and notify the chair of the Risk Management Committee of this acceptance of responsibility and designation.
    - b. The lead chain saw operator is responsible for providing overall supervision and control over the event at all times.
    - c. The lead chain saw operator for the event is responsible for confirming that all chain saw operators participating in the event are approved operators and are in compliance with the NCAP Standard FA 712 and this policy.
    - d. Prior to anyone operating a chain saw at the event, the lead chain saw operator will provide a safety briefing to all chain saw participants. The safety briefing will cover the following at a minimum.
      - 1) Roles and responsibilities of every participant.
      - 2) Proper wear of all required safety equipment while operating a chain saw or performing work in and around the chain saws.
      - 3) The location of the first aid kit.
      - 4) Designated break areas.
  4. The marking of trees for felling is the responsibility of the Council Property Committee. Only trees properly marked for felling will be cut down.



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5. Safety Zones and Spotters.
  - a. The safety zone during the felling of a tree is an area 360 degrees around the tree with a diameter of at least two tree lengths of the tree being felled.
  - b. The safety zone during the cutting of a felled tree into sections is an area 360 degrees around the site of cutting with a diameter of at least thirty (30) feet.
  - c. All Scouts or others not directly involved in the felling of a tree or cutting of a felled tree into sections must be outside of the safety zone until an all clear is given by the tree cutting team, to include if the tree is hung up by surrounding trees.
  - d. Any time a chain saw operator is actively using a chain saw (i.e., the chain saw blade is running), he or she must have an individual assigned and performing the duties of a spotter to ensure individuals and vehicles are clear of the safety zone and watch for any safety hazards.
  
6. The chain saw operators are responsible to complete the following additional tasks for each tree that is felled.
  - a. Cut the stump to leave a flat surface with no jagged edges. Cut the stump as low to the ground as possible.
  - b. Cut off all branches along the entire length of the felled tree. Clear the branches to designated removal areas.
  - c. Cut the entire length of the felled tree into sections no longer than 20 inches in length to ensure they fit in the log splitter.
  - d. Ensure the cut sections are either moved to a designated location or neatly stacked by the nearest road.

