



Monthly Bulletin – JUNE ‘26

COMPANY NEWS

June Birthdays



We have no June Birthdays

GOAL OF THE MONTH:

Wildfire Response Safety Drill

-Simulate spotting a wildfire on a lease and how you would respond

- Take time to prepare the emergency drill and utilize your Managers for advice on what steps would be taken

-Provide detailed writeup of the drill plan and the drill results so that it can be discussed with all employees.

FIRE SEASON NOTICE

As discussed in our last safety meeting, wildfire season underway and extreme care must be taken to protect our surrounding areas.

Throwing cigarette butts out of vehicle windows or dropping them on the ground is strictly prohibited. Dry conditions mean a single ember can instantly start a major grass fire.

SAFETY FIRST!

- Only fight small, early-stage grass fires.
- Be aware of wind direction, escape routes, and nearby fuel
- Never let the fire get between you and your exit.

TOOL USE

Fire Extinguisher - Best for small spot fires, equipment fires, ignition points. To use, aim at the base of flames & use sweeping motion from side to side

Backpack Water Cannon - Best for cooling flame edges & wetting unburned grass ahead of the fire. To use, spray in short bursts at the base of the fire. Start from the edge and work inward. Avoid wasting water on heavy smoke.

Shovel - Best for smothering flames with dirt & cutting fire breaks. To use, throw soil onto the flame base or scrape away dry grass to mineral soil.

Rake - Best for pulling burning grass apart & clearing fuel ahead of the fire embers. To use, rake burning material into burned area or create a clean strip without vegetation.

Broom/ Fire Beater – Best for very small creeping grass fires. To use, gently pat or sweep the flames. Do NOT swing hard as this can spread embers.

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Would you know how to react ?

FIGHTING A SMALL GRASS FIRE:

1. Always remember SAFETY FIRST
2. Raise the alarm / notify supervisor
3. Call emergency services if needed
4. Park vehicles facing an escape route
5. Approach the fire from the burned side, never from uphill or directly downwind
6. Use Basic Grass Fire Attack Method:
 - a. Anchor – start at a safe point where fire cannot spread behind you
 - b. Flank – work along the sides of the fire & push flames towards already burned ground
 - c. Mop Up – Extinguish smoking grass & hotspots. Stir ashes and wet or cover with soil. Watch for rekindling
7. Team Rules
 - a. Work in pairs if possible
 - b. Maintain visual contact
 - c. One person watches surroundings while others fight fire
 - d. Rotate workers to avoid fatigue and heat stress
8. Stop fighting and retreat if wind changes suddenly, fire jumps your line, smoke reduces visibility, you run low of water/extinguisher, or the fire reaches brush, trees or structures
9. After the fire:
 - a. Monitor area for re-ignition
 - b. Report cause, location and damage
 - c. Refill extinguishers and water packs immediately
 - d. Inspect tools and PPE
10. Minimum PPE Recommended:

*Gloves	*Long sleeves & pants	*Leather Boots
*High-visibility clothing	*Hard Hat	*Safety Glasses



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SAFETY MANUAL REVIEW

SAFE USE AND OPERATION OF SWAB MASTER VEHICLES – ELEMENT 11

Defensive Driving: Be a professional and courteous driver by driving in a defensive manner. Be prepared to avoid accident producing situations by practicing and by promoting safe defensive driving skills.

Driving Courtesy: All drivers must be courteous to other drivers at all times. If drivers receive 3 complaints for discourteous driving, then he/she will be terminated.

Driver's Documents: Copies of relevant documents must be submitted on commencement of employment and updated as required. These documents should include at least the following:

- Driver's abstract every 12
- Insurance (if applicable)
- Valid drivers' license
- Training
- Medical report (if applicable)

Drug and Alcohol Use: Strictly prohibited are the possession of and/or consumption of alcohol, illegal drugs, any cannabis products, or the misuse of prescription drugs while operating vehicles and other equipment.

Impairment: If you are taking a prescription medication or an OTC (over the counter) medication which may impair your ability to perform the duties of your position, you must inform your manager or supervisor or the Safety Coordinator immediately and take action not to operate any vehicle while your judgement is impaired. Operating any Swab Master Ltd. vehicle while you are impaired in any way could lead to dismissal.

Fueling: Before fueling, the driver must:

- Shut off engine;
- Not smoke;
- Check for fuel leaks;
- Not overfill the tank;
- Not leave nozzle unattended; and
- Replace filler cap when finished fueling.

Headlights: Headlights will be on at all times when driving. They must be kept clean and working at all times.



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Load Security: Swab Master Ltd. will ensure all drivers operating company vehicles are adequately trained in Cargo Securement, National Safety Code Standard 10 and monitored. It is the drivers' responsibility to ensure that loads are adequately secured for transport. Cargo transported by a vehicle shall be contained, immobilized, or secured so that it cannot leak, spill, blow off, fall from, fall through, or otherwise be dislodged from the vehicle, or shift upon or within the vehicle to such an extent that the vehicle's stability or maneuverability is adversely affected. Swab Master Ltd. does not haul cargo and runs PME, the few things it does carry is bolted down and secondary ties, netting, and ratchet straps with visible WLL are used. Drivers must inspect the cargo and its securing devices within the first 80 kilometers after beginning a trip. Drivers must re-inspect when any one of the following occurs: • Change of duty status (e.g., from "driving" to "on-duty not driving"). • After driving for 3 hours; or • After driving 240 kilometers.

Personal Use of Company Vehicle: Personal use of any Swab Master Ltd. company owned vehicle is strictly prohibited. Towing with a company vehicle is prohibited. Visiting establishments in a company vehicle where alcoholic beverages are served is strictly prohibited. Unauthorized use of a company vehicle may lead to immediate dismissal.

Passengers: No passengers are allowed in Company trucks other than authorized employees in an assistance or training role. This Company also discourages any unauthorized passengers in contractor's trucks.

Seat Belts: Must be worn at all times when operating a motor vehicle.

Speed Limits: Drivers must observe the posted speed limits at all times.



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Traffic Offenses: All fines for infractions of the Highway Traffic Act, or urban and/or municipal laws, including parking, speeding and being overweight will be the responsibility of the driver. All infractions in company or personal vehicles other than parking must be reported to your supervisor immediately and a copy of the report sent to the office no more than 72 hours after the infraction occurs.

Trip Inspections: All drivers are required to complete trip inspections to ensure the vehicle, and the cargo, is safe. The Driver's Vehicle Inspection & Trip Report forms provided will be used. In all cases, a proper inspection must be done, and the inspection form must be completed. Training will be provided by the Safety Coordinator to ensure drivers conduct proper inspections.

Reporting Deficiencies: All drivers are to report any defect, malfunction or maintenance required on their vehicle immediately. Fill in an Opportunity Report and either fix the deficiency yourself if you are capable or submit it to a manager at the shop/or office. It will then be assigned to our in-house mechanic or outsourced depending on the correction needed. The Opportunity Reports will be tracked to completion by the office.

Personal Electronic Device (PED) Policy: as per the policy listed in Element 3 - Policies of the Health and Safety Manual, workers may not use a PED in any way unless and until they pull over to a safe location. If it is urgent to make or receive a call, the worker must remain parked off any roadway, out of harm's way and the conversation must be completed before they resume driving. Devices that are covered by this policy include any type of cellular mobile phone, handheld gaming units, pagers, two-way radios, electronic tablets or iPads, or any other wireless devices, whether owned by the company or the individual.