

New York-New Jersey Trail Conference  
**Chainsawyer Reference Document**



*Last Updated 9/20/24*

# Table of Contents

<b>Introduction and Welcome</b> .....	<b>3</b>
Chainsaw Program Overview .....	3
Swampers.....	4
Reimbursements.....	5
<b>Trail Conference Website and Email Resources</b> .....	<b>6</b>
Dashboard.....	6
Email Listserv .....	6
Sawyer Committee and Policy .....	7
<b>Certification Frequently-Asked Questions</b> .....	<b>7</b>
Who is Eligible to Become Certified?.....	7
Who is Responsible for Tracking Certifications?.....	8
What Do I Do When my Certification Expires? .....	8
<b>Certification Cards</b> .....	<b>8</b>
Certifying Agency .....	8
Curriculum.....	9
Class .....	9
“Valid Only With” Restrictions .....	11
Example Certification Card .....	11
<b>Location-Specific Considerations</b> .....	<b>12</b>
<b>Process for Deploying a Sawyer</b> .....	<b>13</b>
Step 1: Reporting a Blowdown .....	13
Step 2: Confirming Assignment.....	14
Step 3: Executing Work .....	14
Step 4: Reporting Hours.....	14
Step 5: Reporting Accomplishments.....	15
<b>Accidents and Injuries</b> .....	<b>16</b>

## Introduction and Welcome

A core element of the Trail Conference's mission is to keep trails open and safe for the public. This would be impossible without the work of the chainsawyers, those trained and dedicated volunteers who tackle some of the most difficult, technical, and physically rigorous work in support of that mission. If you are yourself a chainsawyer, we thank you for your service in support of providing safe and clear trails for the public to enjoy.

This document is intended to collect the many resources available to chainsawyers into one location. Whether you are a new sawyer reading this as part of your onboarding, or a veteran sawyer referring to it to find useful reference materials, we hope that it is a valuable tool in making your job clearer, easier, and more rewarding.



***A note on terminology:*** throughout this document and in other contexts, you may see “chainsawyer” used in some locations and “sawyer” in others. For all purposes, in this context, treat them as having the same meaning.

## Chainsaw Program Overview

“The Chainsaw Program” refers to all Trail Conference efforts in support of recruiting, training, deploying, and reporting upon the activities of our volunteer chainsawyers. As part of this program the Trail Conference works with certified instructors to host chainsaw certification workshops specifically for our volunteers, entirely free of charge.

Upon successful completion of a chainsaw certification workshop, attendees are issued a formal certification card which must be carried at all times while sawing. Various first aid certifications, also offered at reduced or free rates to volunteers, must be maintained as a requirement for undertaking chainsaw activity. Once fully certified, chainsawyers are added to an email “listserv” used to communicate needs across the Trail Conference’s region of maintained trails. Chainsawyers are expected to notify the listserv when they intend to respond to an issue, and report back upon completion. This prevents miscommunications and instances of multiple chainsawyers attempting to respond to the same issue.

The final critical element of the program is accurately documenting hours through the Trail Conference’s online reporting system. This is critical to document the program’s accomplishments and ensure future support. **Failure to use the online reporting system may result in a chainsawyer being ineligible for recertification when the time comes.**

## Swampers

Not everyone who assists with the work of chainsawyers is certified to operate a chainsaw. All chainsawyer operations require a minimum of two people – one operating the chainsaw and a second, called a “swamper,” providing critical support. This support includes:

- Use of PPE to safely work alongside the chainsawyer, including a whistle for emergency communication
- Assist with the carrying of saws, wedges and other supplies as needed to help minimize sawyer fatigue
- Listening to and understanding the OHLEC (Objective, Hazards, Leans, Escape Route, Cut Plan) briefing, including asking questions or raising concerns
- Acting as “traffic control,” ensuring that hikers stop and give a chainsawyer plenty of room to operate safely.
- Safety, looking out for site hazards and overhead objects which chainsaw work might dislodge.
- Physical assistance dragging and rolling cut material off the trail after chainsaw cutting is complete.
- Rendering first aid care should a chainsawyer become injured.

Swampers are often certified chainsawyers themselves, and it is common for a team of certified chainsawyers to take turns swamping for each other. In addition to ensuring that the swamper is skilled in everything described above, this also allows each team member to take turns sawing and prevent fatigue.

Some park managers may have specific rules about necessary swamper training, such as formal first aid certifications, and **chainsawyers should always double-check those requirements before enlisting a non-chainsawyer (such as a spouse or friend) to swamp for them.** The local Trail Supervisor should be able to share this information about their park, but if there is any doubt about swamper requirements then send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org) for confirmation.



*Sawyer and Swamper working as a team.*

## Reimbursements

It can be expensive to purchase all the equipment required to safely saw. To make volunteering possible for as many people as possible, the Trail Conference offers reimbursements for certified chainsawyers. The process for submitting these reimbursements is explained on the Trail Conference's [Volunteer Reimbursement Guidelines And Forms](#) webpage.

Note that as a 501c3 tax-exempt nonprofit, **the Trail Conference cannot reimburse volunteers for tax money spent**. If you need a tax-exempt form prior to making purchases, or have any questions about what expenses are eligible for reimbursement, email [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org).

Below are eligible expenses, and the amount that can be requested. Note that the chainsaw itself is not included!

- **Personal Protective Equipment:** Up to \$150 upon initial certification, and \$100 upon recertification.
- **Repairs and Equipment:** No limit. Eligible expenses include chains, bars, saw repair, fuel, oil, wedges, files, etc.
- **First Aid Supplies:** No limit. A recommended First Aid Kit packing list for chainsaw outings is provided in the Trail Conference's [Outdoor Safety Guidelines](#) document, on page 20.

New York - New Jersey Trail Conference							Updated April 2024
Volunteer Reimbursable Expenses							
	Off-Trail Committee Chairs	Trail Chairs	Trail Supervisors/Corridor Managers	Trail Crew Chiefs/Leaders	ISF / Habitat Helper Leader	Chain Sawyers	
<b>Travel</b>							
Mileage: \$0.14 per mile	✓	✓	✓	✓	✓		
Tolls	✓	✓	✓	✓	✓		
<b>Tools, Maintenance and Construction Materials (require approval before purchase)</b>							
Tools and equipment				✓	✓		
Tool repairs, fuel, and replacement parts (i.e. saw chain or string trimmer line)			✓*	✓	✓	✓	
Paint for special projects (not routine maintenance)		✓	✓*	✓			
Herbicide, plants and mulch					✓		
First aid kit supplies		✓	✓	✓	✓	✓	
PPE (i.e. helmets, ear protection, eye protection, chaps)				✓	✓	✓	
<b>Supplies for Meetings, Workshops, and Recognition (require approval before purchase)</b>							
Food	\$10/person max	\$10/person max	\$10/person max	\$10/person max	\$10/person max		
Utensils, plates, cups, napkins, etc.	✓	✓	✓	✓	✓		
Major recognition items such as patches, hats, shirts, etc.	<i>To be fair and equitable, special recognition items such as these will only be purchased by the Trail Conference organization for distribution to <u>all</u> volunteers. Volunteer leaders wishing to buy items for their team may budget for get-togethers/food. If you have a special case discuss the possibility with your staff contact.</i>						

## Trail Conference Website and Email Resources

The Trail Conference has a wealth of resources for chainsawyers, but they can be difficult to find if you do not know where to look. This section lays out relevant content and directs you to where it can be found.

### Dashboard

The [Dashboard](#) is the collected resource page for all Trail Conference volunteers, and is intended to make it much easier for everyone to find the information needed for their specific role. If you are recognized in our database as being a certified chainsawyer, you should see a block on your Dashboard labeled “Sawyer Resources.” This block contains the following links:

- [General Sawyer Resources](#)
- [Crew Project Trip Report](#)
- [Sawyers Best Practices](#)
- [ATC Recommendations On A.T. Saw Program](#)
- [USFS Saw Policy](#)
- [Find a Sawyer](#)
- [First Aid Kits](#)
- [Recognizing Hazard Trees](#)
- [Parking Pass](#)
- [Volunteer Procurement and Reimbursement Guidelines](#)



If you believe you should have access to the Sawyer Resources block shown above but do not see it on your Dashboard, email [Volunteer@NYNJTC.org](mailto:Volunteer@NYNJTC.org) for assistance.

### Email Listserv

All chainsawyers are expected to join an email mailing group (“listserv”) to coordinate their activities with the rest of the Trail Conference. It is essential that all blowdown reports, work claims, and follow-up communication happens on this channel to avoid confusion, duplicated work, and other conflict-inducing lapses in communication.

The listserv owner will automatically add all chainsawyers to the group as soon as they are certified, alongside select other people with an interest in blowdown clearance such as volunteer leaders and park staff. Because the listserv sends your messages to many people, including professional land management partners, be sure that all of your communications are respectful and professional. If you should have access to the listserv but find yourself unable to receive or send messages, send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org) so that the issue can be relayed to the listserv owner.

## Sawyer Committee and Policy

The Sawyer Committee is made up of volunteers and a Trail Conference staff liaison who work to create policies and practices which support the organization's chainsaw program. The Committee also organizes necessary certification and training courses to support the program, and creates an annual plan and budget to ensure it is adequately funded.

- [Sawyer Committee Charter](#)
- [Sawyer and Swamper Policy](#)

If you are interested in joining the Sawyer Committee or have any questions about its work, send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org).

## Certification Frequently-Asked Questions

Understanding chainsawyer certifications can be complicated. This section helps explain the various elements of a fully-certified chainsawyer, and can help you understand how to read your own certification card as well as answer questions about your level of certification. This is essential to identifying work appropriate for you, or explaining your qualifications to park employees.

### Who is Eligible to Become Certified?

Many people approach the Trail Conference and ask to be included in our chainsaw certification classes. In order for the organization to make the financial investment in a new chainsawyer, we need to ensure that everyone included in a class will "give back" as a volunteer after their training.

As a result, people with one or more of the following characteristics will receive priority in a class:

- Active chainsawyer who need to re-certify because their current card is expiring.
  - o **Note:** *Chainsawyers who have a poor track record of reporting their work through the proper online channels may not be recertified.*
- Existing volunteer leader, such as a Trail Supervisor.
- Active Trail Crew member.
- A Trail Maintainer recognized to go above and beyond in their duties, endorsed by their Trail Supervisor.
- Someone who has been an active and experienced swamper working alongside chainsawyers.

One or two slots in each class may go to:

- Trail Conference staff members who need to use chainsaws in their work, or who work closely alongside trail volunteers and would benefit from a better understanding of chainsaw matters.
- Park staff from the agency hosting the workshop on their property.

If you are interested in becoming a certified chainsawyer and have any questions about the process, send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org).

## Who is Responsible for Tracking Certifications?

Just as it is the responsibility of the individual volunteer to understand the scope of work their certification allows them to tackle, volunteers should also know the status of their certifications. While the Chainsaw Committee endeavors to track the certification status of all volunteers, **it is the responsibility of the volunteer to check their certification status and abstain from working if any necessary certifications are expired.**

## What Do I Do When my Certification Expires?

Wait until the Sawyer Committee reaches out to you directly, or to the entire chainsawyer email listerv regarding a recertification opportunity. The Committee tracks current sawyers and schedules certification classes as needed. When new classes are scheduled, they will reach out to anyone whose records indicate that they are approaching expiration or have recently expired. Those “recerts” are given first priority in classes.

If you see that your expiration is approaching or has passed, and have questions about how to get re-certified, send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org).

## Certification Cards

All certification courses issue a card to students who have successfully completed them. These cards can look different, contain different information, and be viable on different park properties. This section helps explain different certifications and the cards that are issued as part of their completion.

### Certifying Agency

The first thing to understand is the **certifying agency** – this is the government entity, organization, or company that ran the training course and issued the certification card in question. Different certifying agencies have different areas of emphasis, training curricula, best practices, and standards. For this reason, some parks and forests may only allow you to operate a chainsaw on their property if you are carrying a card from a certifying agency they recognize.

- **Examples of Certifying Agencies:** New York-New Jersey Trail Conference (NYNJTC), Appalachian Trail Conservancy (ATC), Game of Logging (GoL).

Cards issued upon completion of courses run by the Trail Conference will indicate either “NYNJTC” or “ATC.” For most NYNJTC members, there is little to no functional difference between the two cards – it simply has to do with which organization funded their certification course attendance. The Appalachian Trail Conservancy and the Trail Conference have established a formal agreement, in which training is identical with reciprocity for certifications between the organizations.

- **Chainsawyers with a NYNJTC card can work on:**
  - Any trail the Trail Conference officially maintains in New York or New Jersey, including all of the Appalachian Trail in those states, as long as the relevant park manager allows it.
- **In addition, chainsawyers with an ATC card can also work on:**
  - Any section of the Appalachian Trail, from Georgia to Maine, as long as the relevant park manager allows it.

## Curriculum

The next element of certification to understand is the **curriculum** used by the certifying agency to teach their course. For example, many agencies use the curriculum originally developed by the Missoula Technology and Development Center (MTDC) on behalf of the United States Forest Service. This allows for an important element of **reciprocity**, in which different agencies using the same basic curriculum can recognize each other's certification cards as being equivalent. In our region, as described above, this allows cards issued by both the Trail Conference and Appalachian Trail Conservancy to be considered functionally identical in most instances. These curricula are usually not indicated on certification cards, but the certifying agency should be able to identify them upon request.

- **Examples of Curricula:** USFS "Developing Thinking Sawyers" (DTS), Game of Logging (GoL).

## Class

All certification cards will note a **class** indicating what level of work the sawyer is approved for. It is important that all chainsawyers understand the upper limit of work they are approved for, and do not exceed work of that scope or complexity. To do so dramatically increases the risk of injury, and there is the chance that insurance will not cover incidents which occurred when a chainsawyer was operating beyond the level appropriate for their class.

- **Example Classes:** A, B, C.

The diagram on the next page helps chainsawyers understand the classes used for certification cards issued by the Trail Conference and Appalachian Trail Conservancy.

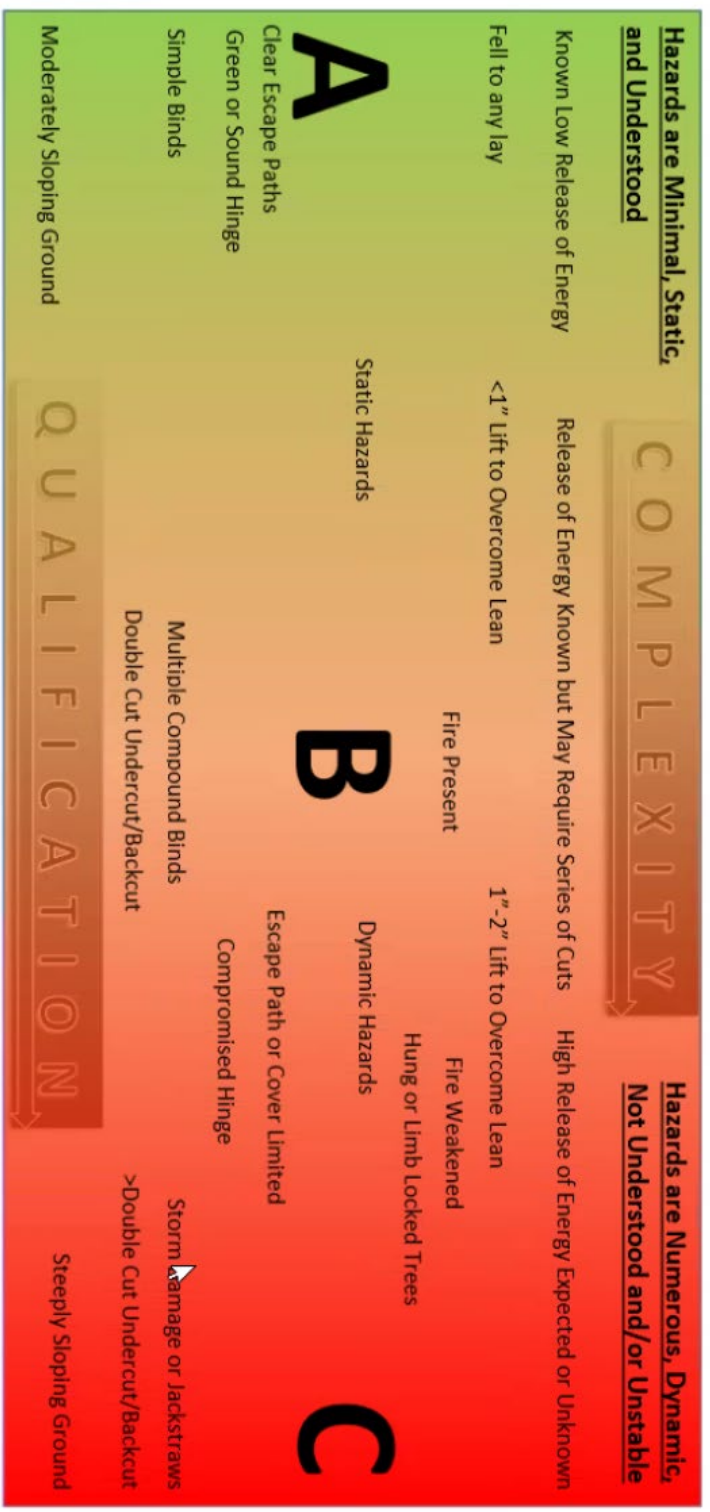
To reiterate, it is important that each chainsawyer be **familiar with the complexity they are allowed to tackle based on their class, and not exceed it** when working in the field.

### The Most Important Rule

Smart sawyers are not afraid to walk away from a blowdown and seek a second opinion from a more experienced sawyer. Not all sawyers, even of the same class, have equal experience.

**No matter what, never tackle a blowdown or engage in any work that you are not completely comfortable with!**

# Complexity Guide



## Dynamic Factors Affecting Saw Operation

- Human Factors
- Attitude, Fatigue, Stress, Unexpected Reactions, Plan Failure
- Environment
- Wind, Fire, Precipitation, Soil, Overhead, Unknown Tree Defects
- Static Factors Affecting Saw Operation
- Objective, Fiber, Lay, Terrain, Known Tree Defects

**Do these factors align with your ability and qualification?**

**If YES, Proceed**

**If NO, Reassess**

**STOP**

**Reevaluate**

- No Safe Lay
- No Escape Route
- No Escape from Hazards
- <30% Fiber at Hinge
- Base Won't Support Stem if Cut
- Cutting Plan ≠ Objective
- Cutting Plan Changed

OHLEC

US Forest Service Saw Program Complexity Guide

OHLEC

### “Valid Only With” Restrictions

The need for safety when operating a chainsaw cannot be overstated, and all chainsawyers must be prepared for the chance that someone will be injured on a work trip. For this reason, many chainsaw certifications have **restrictions** which state they are only considered valid if the chainsawyer also has certain medical certifications in place. In addition to injury by chainsaw, there are countless other hazards in the woods – hornet nests, twisted ankles, concussions from falling branches, dehydration, heatstroke, etc.

If any of the medical certifications listed on a chainsaw certification card lapse, the chainsaw certification is considered invalid until they are renewed.

- **Example Medical Certification Restrictions:** First Aid (FA), Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), Bloodborne Pathogens (BBP).

If you see that essential first aid certifications that you need to work have expired or are expiring soon, and you have questions about how to get re-certified, send an email to [TrailProgram@NYNJTC.org](mailto:TrailProgram@NYNJTC.org).

### Example Certification Card

Below is an image of a blank certification card, using a Trail Conference-issued card as an example.

**A** **Apprentice Sawyer**

**NEW YORK - NEW JERSEY**  
**NY NJ**  
**TRAIL CONFERENCE**

**Name:** \_\_\_\_\_

**Unit:** \_\_\_\_\_

**Qualifications:** See reverse side. Cardholder is approved to perform only those tasks signed by qualified trainer/certifier.

**Valid ONLY with current First Aid/CPR certification.**

**Issue Date:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_\_

This example shows the **certifying agency in yellow**, **class in blue**, and **restrictions in red**. The **curriculum** used in a certification course is typically not listed on the card, but it should be evident from training materials or available upon request from the certifying agency. In this example, the Trail Conference uses the USFS “Developing Thinking Sawyers” (DTS) curriculum, based on Missoula Technology and Development Center (MTDC) resources.

## Location-Specific Considerations

The Trail Conference has maintenance agreements in place with over 200 individual park units and dozens of agencies, municipalities, and other partners. With this wide variety of partners, all of whom have unique needs and considerations, it is nearly impossible for the Trail Conference to have complete consistency in its programs across all regions.

All chainsawyers, before sawing in a new park unit, should **check with the local Trail Supervisor to ensure that chainsawing is allowed and be made aware of any stipulations the park may have**. Keep in mind that just because a blowdown was reported in a park, doesn't necessarily mean that we are allowed to saw there! Always check before cutting to avoid you or the Trail Conference incurring a fine.

Examples of special requirements that certain park managers may have for chainsaw use on their property:

- A signed Volunteer Service Agreement (VSA) must be completed and submitted to the State agency before any volunteer work can take place.
- Advance email notice must be given directly to the Park Superintendent before operating a chainsaw on the property.
- All swampers must have First Aid and Bloodborne Pathogen certifications.
- Chainsaw use is only allowed during a certain season to avoid disturbing ground-nesting birds.
- Chainsaws are not allowed at all – only hand-powered crosscut saws.
- Etc.

Some areas have location-specific paperwork can be found on the [Volunteer Forms](#) webpage, under the “Volunteer Service Agreement Forms” heading. The local Trail Supervisor can inform chainsawyers which, if any, VSA is required to work at a given location. If you have any further questions about what paperwork might be required for chainsaw work in a park, email [Volunteer@NYNJTC.org](mailto:Volunteer@NYNJTC.org) for assistance.



## Process for Deploying a Sawyer

The Trail Conference contributes to maintaining over 2,000 miles of trail, and relies heavily on reports from the public and our volunteers to identify issues. Fallen trees across trails, usually called “blowdowns,” are among the most common reports we receive. It is a complicated matter to collect blowdown information, connect a sawyer to the issue, ensure efforts are not duplicated, and collect reporting information consistently.

For that reason, it is essential that all sawyers follow the process below as closely as possible.

### Step 1: Reporting a Blowdown

*When a blowdown is encountered in the woods, how is it reported to our chainsawyer team?*

- **If you have access to the chainsaw listserv**, email your report directly to that list. All of the roles below should have access to the listserv. If you should have access but run into issues, email [Volunteer@NYNJTC.org](mailto:Volunteer@NYNJTC.org) for assistance.
  - Chainsawyers
  - Trail Chairs
  - Trail Supervisors
  - Volunteer Engagement Manager (staff)
  - Trail Program Manager (staff)
  - Trail Program Coordinators (staff)
  - Some Park Managers
- **If you do not have access to the chainsaw listserv**, relay your report to the relevant Trail Supervisor, Trail Chair, or Program Coordinator. They will share the report to the listserv.
- **If you do not have contact information for anyone**, submit the issue using the online form ([www.nynjtc.org/trail-issue](http://www.nynjtc.org/trail-issue)). A staff member will share the report to the relevant volunteer leader or the listserv.

*What information needs to be included in a report?*

- **Contact Information:** An email address to reach the person submitting the report, in case follow-up is needed.
- **Date Observed:** When the fallen tree was seen, and an assessment of the tree’s age (does it look like it's been there a while, or is it new?).
- **Number:** How many trees are down at the location.
- **Location:** Where each fallen tree was seen including park name, trail name, and exact location (GPS coordinates if possible, or precise description such as mileage from nearest intersection). If a map app such as [Avenza](https://www.avenza.com/) or Gaia is available, a screenshot or export of the map with a pin dropped at the blowdown location is ideal.
- **Urgency:** Is this a hazardous situation, a blocked trail, or a simple step-over?
- **Trunk Diameter:** Thickness of the trunk as well as other helpful information about the scope of work. For example, will the crown need to be cut?
- **Photograph:** Pictures can be very helpful, especially with a common item (Nalgene, hat, etc.) for scale.

**Example Report:** “My friend Sam ([sam@email.com](mailto:sam@email.com)) found one new tree knocked down in this past weekend’s storm. It’s just north of the bridge across the Wanaque River in Long Pond Ironworks State Park (41.1458, -74.3110). Not a safety risk, but it’s causing people to walk off-trail to get around. It’s pretty thick, I’m guessing 20” in diameter - see photos attached with my water bottle for scale.”

## Step 2: Confirming Assignment

*When a sawyer plans on tackling a project, how do they inform others to ensure multiple people aren't planning to approach the same tree?*

- The interested sawyer responds to the listserv email reporting the blowdown, **copying the entire listserv.**
- This email should confirm their interest in addressing the issue, and give their planned work date.
- After a sawyer “claims” a project in this way, no other sawyer should claim it. A claim needs to be within one week of the planned trip. Claiming a project when it will not be handled for weeks, or facing delays when a swamper cannot be arranged, may inconvenience the public or preclude another available sawyer from removing the blowdown in a more timely fashion.

## Step 3: Executing Work

*After a chainsawyer claims work in the listserv email group, they should follow up and complete the work as soon as possible.*

- The sawyer first needs to ensure they have the appropriate paperwork in place to work on the relevant park – see the “Location-Specific Considerations” section of this document for more information.
- As with any trail outing, it is a best practice to leave essential information with someone prior to leaving home. This includes the date, trails being covered, trailhead start and finish, and the names of any other people in your team. This information can be shared with your family, friends, and/or the listserv.
- The sawyer and swamper team should perform a safety briefing at the trailhead prior to starting work.
- In addition to following all location-specific considerations and park rules, common sense should be utilized. **If a situation ever feels unsafe, or a blowdown situation more complex that you are trained for, leave it!** Document the situation as clearly as you can with photographs, and report back to discuss with other chainsawyers via the listserv.

## Step 4: Reporting Hours

*How are hours reported via the online system?*

The Trail Conference is required to collect hours to fulfill many contracts, grant commitments, and partnership agreements with land managers. These hours need to be submitted into an online database so that they can be retrieved as needed for reporting purposes.

Hours should be submitted by each individual sawyer and swamper via the standard [Trail Volunteer Report Form](#) available on your Dashboard, after selecting “Sawyer / Swamper” from the “Role” drop-down menu. If you have issues with accessing or using the form, contact [Volunteer@NYNJTC.org](mailto:Volunteer@NYNJTC.org).

**Enter Volunteer Hours for**

Peter Dolan

**Role \*** Select the role that you are reporting volunteer hours for

- Select -

- Select -

Maintainer

Shelter Caretaker

Corridor Monitor

**Sawyer / Swamper**

Supervisor

If a swamper assists and does not have a formal volunteer role, the sawyer submitting the report can include them in their report by noting the appropriate “Number of Workers” at the bottom of the form.

**Number of Workers**

Enter the number of people that you are reporting time for including yourself. Times entered for Travel Hours, Trail Work Hours, and Administrative Hours should be your individual hours. The system will automatically calculate the total number of hours for all workers.

2

**Submit**

*What if I am using a chainsaw as part of a Trail Crew project?*

Chainsaw work done as part of Trail Crew work is rolled into Trail Crew Trip Reports. These are not submitted online – instead, speak with the relevant Trail Crew Leader to ensure the hours are included in their Trip Report.

### **Step 5: Reporting Accomplishments**

*How are accomplishments reported?*

Most volunteers are more interested in accomplishments, rather than hours worked. After submitted hours through the form described previously, sawyers should close out their work by reporting accomplishments

- A narrative follow-up should be sent to the original person who made the report to the listserv. This can be brief, but should include a confirmation of work accomplished and number of trees handled.
- If requested by park manager, provide additional information such as species of tree.

If a Trail Chair or Supervisor requested the work the sawyer as well as online reporting of hours should email that person stating that the work has been completed or if not completed why it was not completed (for instance it was considered too dangerous to do the work) - no need to state the hours as that has already been done online.

## Accidents and Injuries

The Trail Conference has a proud history of running a safe chainsaw program, and all chainsawyers are encouraged to become familiar with the [Outdoor Activity Safety Guidelines](#) to maintain our stellar safety record. Despite best efforts, however, there is always the risk of accidents or injuries occurring. Should that happen, it is essential to follow the proper procedures as soon as possible.

The first consideration is always to ensure that any necessary first aid is rendered, to the best of the provider's ability and in accordance with their level of certification. If additional first aid is required, **911 should be called** rather than the local park office or police.

Once the immediate emergency has been stabilized, the Trail Conference's [Incident, Injury and Insurance Protocol](#) webpage provides clear guidance on next steps. Note that even if someone is injured and refuses care, because the injury was considered a minor bump or bruise, a Refusal of Care form should still be completed. Medical complications can sometimes take time to become apparent, and a Refusal of Care form can allow someone to claim insurance coverage even if a medical issue takes significant time to become obvious.

