

## **SCOPE OF WORK**

The Mancos Trails Group is agrees to and is authorized to perform trail maintenance on system trails within the Dolores Ranger District with the focus being on trails within the Mancos Area.

The authorized work will include brushing, clearing of small diameter trees, trail tread maintenance and maintenance of existing trail tread drainage infrastructure. This agreement also authorizes trail reconstruction and the construction of new trail features as identified and in close coordination with USFS staff.

All work activities shall be coordinated with the Dolores Ranger District trail manager Chris Bouton and all work shall be performed to Forest Service Trail maintenance specifications for that trail segment. The forest service will provide information needed to meet these standards upon request including maintenance guides and trail maintenance training.

## **SAFETY**

**Volunteers are responsible for following all workplace safety rules and procedures. See attached Job Hazard Analysis and COVID mitigations addendum. The safety of project participants should always be the first priority.**

***Project safety briefing-*** The day's Project Leader, or agency representative if present, shall conduct a pre-work safety session prior to the start of work and document topics discussed. The leader will clearly describe the day's work, discuss expected hazards and relevant accident prevention measures, and discuss proper tool use and care. Participants with First Aid/CPR or more advanced medical training will be identified, and general emergency procedures will be discussed. The Project Leader is encouraged to use the briefing as an opportunity to gather all volunteers to ensure they are signed in under the volunteer agreement and that they participated in the day's safety briefing. Any volunteers participating in a volunteer work day will be considered members of the group and signed in under this volunteer agreement.

***Determine group and individual abilities-*** The day's Project Leader, as part of the project safety briefing, will address individual's abilities within the group and assign duties accordingly. Volunteers will be asked to discretely indicate any allergies (such as bee stings) or other physical limitations. Some tasks may be unsuitable for some volunteers, whether the limiting factor is physical ability or lack of appropriate skills.

***Personal protective equipment-*** The following items are mandatory for every trail work project: Sturdy work boots, long pants, gloves, and eye protection. Volunteers who arrive without these items, and/or cannot obtain them on-site, will not be allowed to

participate. At least one First Aid kit will be made available on-site and its location identified for the group.

Hearing protection and hard hats may be required for certain activities as determined by the responsible agency representative or group leader.

**All Chainsaw operators must be currently certified by the USFS and operate within their certification level.**

### **REPORTING REQUIREMENTS**

***Project Leader responsibility.*** Each day's Project Leader, or agency representative if present, is responsible for recording and submitting project accomplishment reports weekly using form OF-301b.

***Required information.*** Minimum information to be reported includes: Number of volunteers, total hours worked, type(s) of work completed, trail miles worked (junction to junction, milepost to milepost, or map/descriptive equivalent), and other pertinent narrative as the Project Leader sees fit. The form should also include whether or not the participants have answered the COVID self-certification questions for the day they are working and documented that on the OF-301b

Completed reports may be submitted electronically via email or in hard copy as appropriate.