

TRAIN THE TRAINER

5-day Train the Trainer Program



CHAINSAW SAFETY & CUTTING TECHNIQUES

This Train the Trainer program targets people who want to be trainers in the safe use of chainsaws. This five-day program is an intense period of training that focuses on leadership and training techniques and skills. The following information outlines the content of this training program, as well as provides course content for the three domains of instruction.

Participant Pre-Qualification

Participants must be pre-qualified as competent and experienced chainsaw operators with considerable tree felling experience. The attached registration form must be filled out.

Participant Competency Testing

Each participant will be required to pass a competency evaluation that demonstrates competency in the following domains: chainsaw safety and cutting techniques; technical tree cutting and felling; and hazard and danger cutting and felling.

Each participant will receive the following:

- Train the Trainer Workbook
- Chainsaw Safety & Cutting Techniques workbook
- Technical Tree Cutting & Felling workbook
- Hazard and Danger Cutting & Felling workbook
- Chainsaw Safety & Cutting Techniques Instructor Manual and Teaching Templates which includes a course curriculum, an instructor equipment list, a teaching timeline for all course components, an introduction checklist, and a detailed module content breakdown
- Attendees will be assessed as competent technicians in the following three disciplines: Chainsaw Safety & Cutting Techniques; Technical Tree Cutting & Felling; and Hazard and Danger Cutting & Felling. If attendees successfully complete the competency assessment, he/she will receive a qualification in each discipline from NATS and ACTE, which is valid for three years.

Location: NC Forest Service Mountain Training Facility, 6065 Linville Falls Hwy, Newland, NC

Date: April 28-May 3, 2019

Course Times: Sunday – Registration between 5:00 p.m. – 7:00 p.m.
Sessions will run from Sunday evening at 7:00 p.m. until Friday at 5:00 p.m.

Daily course times: Each day will begin early and all evenings will include session time. Please be prepared to focus all week on the training program. There will not be time to leave the camp/resort for any other activities during the week.

Cost: \$1,895 if registered on or before April 12th, \$2195 after April 12th. Cost includes 5 nights' accommodations, all meals and refreshment breaks, use of facilities, as well as all course materials, instructor resources and certification packages. Participants need to make their own travel arrangements to arrive at the camp facility.

Equipment Requirements

Mandatory Personal Protective Equipment:

- Hard Hat (Z89)
- Ear Protection
- Eye Protection (Z87)
- Work Gloves
- High Viz Vest/Jacket/Outerwear (ANSI Class 2 or Equivalent)
- Chainsaw Chaps / Pants Bearing a Legible UL Label (European Chainsaw Protection NOT Bearing a UL Label is NOT Allowed as it DOES NOT meet OSHA or ANSI standards.)
- Approved Work Boots (ANSI or CE approved)
- Personal Blood-Stopper
- Pen & Paper
- Clothing Appropriate for Outdoor Weather Conditions (our courses run rain or shine; long pants – not shorts)

The following items are not mandatory, but you can bring them if it is possible (if you are not flying to attend the training):

- Chainsaw
- Chainsaw Tools (bar wrench, file & screwdriver or hex for basic maintenance)
- Gas & bar oil
- Long handled axe

Workbooks

North American Training Solutions will sell extra copies of our workbook package and PowerPoint resources to trainers for their programs. These workbooks go through yearly review and revision by our instructors across North America and are compiled by a technical and graphic designer. Therefore, by using our workbooks, you will be assured of receiving up-to-date copies on an on-going basis.

The cost for each workbook will be \$35/piece. A bulk rate (order of 50 or more) will be priced at \$30/piece.

Continuing Education Units

International Society of Arboriculture (I.S.A.) Certified Arborists will be eligible to receive 1 Continuing Education Units (CEU's) for each hour of instruction.

Age of Majority

Each participant must be over the age of majority in the state in which the course is being held.

Chainsaw Train the Trainer (in the discipline of Chainsaw Safety & Cutting Techniques)



5-Day Program

Employing highly skilled and competent trainers in your organization can be difficult. Being a trainer can be one of the most exciting and fulfilling occupations on the planet. However, if trainers are missing some critical knowledge and skills, it can be a major struggle and can create a high-stress environment on your team.

The secret to success is to learn from the masters in the arena of safety training in the fields of arboriculture, urban forestry, logging and forestry. At North American Training Solutions, we believe high-level training for key trainers will benefit many organizations by helping meet their human resource needs, budgetary goals, and employee development initiatives.

This Train the Trainer Qualification program will increase a trainer's confidence in the training arena. You'll be amazed to see what your trainers can achieve in your organization once they've been properly educated and assessed in the intricacies of this field.

This program is a professional development opportunity for current leaders, managers and trainers who are also expert chainsaw users.

Here is just a portion of what trainers will learn:

- Implementing a powerful program in specific skill areas
- How to control the energy and mood in the group
- How to use accelerated learning techniques for adult learners so your participants learn faster and remember more

Specific skills and topics addressed in this 5-day program are:

Communication & Trainer Soft Skills Part I

- Showing up different and establishing your identity
- Code of honor
- Communication model (creating a culture of accountability)
- Identifying and dealing with process breakdowns
- Enrollment - *Your purpose is your passion*
- Earn the right – *What qualifies YOU to train?*
- Anchoring, grounding and managing moods and energy

Chainsaw Safety & Cutting Techniques Trainer Training

- Course descriptions and outlines (see attached)
- Course frameworks / learner outcomes
 - Breaking down the competency areas into time slots to ensure full coverage of course material in time allowed
- Competency evaluating/testing and documenting
- Combining presentation, demonstration and hands-on coaching
- Training, education and competence

Technology and Its Use in Training

- Computers, projectors and multi-media
- Whiteboards, flip charts and props
- PowerPoint opening, saving, trouble shooting and practice

Communication & Trainer Soft Skills Part II

- Course delivery model: greet, enroll, deliver and finish
- Presenting, demonstrating and coaching
- Understanding testing and evaluator protocol
- Dealing with style differences and technique variations
- Participant involvement - introduction of presentation topics
- Presentation design, plan and set-up
- LIGHTS, CAMERA, ACTION!

Competency Evaluation for Each Trainer

- Chainsaw competence evaluation and qualification in the following three disciplines: Chainsaw Safety & Cutting Techniques; Technical Tree Cutting & Felling; and Hazard and Danger Cutting & Felling

Chainsaw Safety & Cutting Techniques: 1-Day Module

Chainsaws are one of the most useful as well as dangerous tools a worker can use. This course is designed to educate personnel who use a chainsaw about safety, maintenance, use and handling. Participants will gain an understanding in what contributes to accidents and how to avoid them. Hands-on and practical work planning strategies, including bucking and limbing, understanding compression and tension, and dealing with spring poles will be coached and practiced in this course. Notching and back cutting will be introduced for small tree felling on trees of 6" dbh or smaller. There is a strong focus on personal safety, risk assessment and accident prevention. Training workers and developing skills that reduce variables and mitigate risks associated with chainsaws and cutting techniques is the general theme of this course.

Tree Falling Risk Management, Emergency Planning and PPE

- Integrated risk assessment, work planning and communication
- Safety apparel, helmets, eye-wear, foot-wear and ear protection
- Fire prevention and emergency preparedness

Chainsaw Safety, Starting and Operations

- Safety and ergonomic features of the modern chainsaw
- Three-point contact starting, ground start and leg-lock
- Chainsaw operation including body and hand positioning and chain brake use
- Reactive forces and kick-back
- Ergonomics, muscle skeletal disorders (msd's) and exercises

Limbing and Bucking

- Bucking wedges and cant hooks
- Compression, tension and avoiding bar pinch
- Limbing and bucking techniques
- Spring poles, tab cuts and accordion cuts

Technical Cutting & Small Tree Felling

- Systematic work planning
- Height, hazards and obstacles
- Escape routes and the 5-15-90 rule
- Face notches, back cuts and hinge wood
- Felling sites and operator positioning

Chainsaw Maintenance

- Daily, weekly, monthly maintenance practices, fuels and lubricants
- Air cleaner maintenance and chain tensioning
- Cutter tooth sharpening, depth gauge filing, files and guides

- Cutter bar edging, dressing, cleaning and leveling
- Drive sprocket and needle bearing maintenance

Technical Tree Cutting and Felling

It is a fact that felling trees is one of the most life-threatening activities any worker can perform. This course is designed to educate anyone who operates a chainsaw about tree felling procedures used in an environment that has restricted access, with both targets and obstacles within the drop zone. Chainsaw safety, maintenance, use, and handling are core components of this course. You will learn how to gather the necessary data to develop a safe tree felling plan which will allow you to fell a tree with both accuracy and precision, by avoiding obstacles and, assessing risks and hazards. This course also covers systematic limbing and bucking procedures, methods for dealing with spring poles, and understanding compression and tension forces. This course will educate learners about the theory and practical application of notches and back cuts and how the methodology affects the success of accurate tree felling. Also, participants will have the opportunity to practice notches and back cuts in a "hands on" setting. Participants will gain an understanding in what contributes to accidents and how to avoid them. There is a strong focus on personal safety, risk assessment, and accident prevention. Training workers in developing skills that reduce variables and mitigate risks associated with chainsaws, tree felling, in high-risk environments is the general theme of this course.

Tree Felling Risk Management, Emergency Planning, and PPE (Personal Protective Equipment)

- Integrated risk assessment, work planning and communication
- Safety apparel, helmets, eye-wear, foot-wear and ear protection
- Fire prevention and emergency preparedness

Chainsaw Safety, Starting, and Operations

- Safety features of the modern chainsaw
- Two-point contact starting, ground start and leg-lock
- Chainsaw operation including body and hand positioning and chain brake use
- Ergonomics, Muscle Skeletal Disorders (MSDs), and exercises

Technical Tree Felling and the Six-Step Felling Plan

- Systematic work planning and variable reduction strategies
- Tree and site assessment, height, hazards, obstacles, and weather
- Bio-mass lean evaluation, escape route, and the 5-15-90 rule
- Wood fiber analysis and developing the hinge plan

Technical Cutting

- Face notches, back cuts and hinge wood
- Felling sights and operator positioning
- Maximizing hinge performance and control
- Bore cutting, reactive forces, and kickback

Limbing and Bucking

- Bucking wedges, cant hooks, tongs, and clamps
- Compression, tension, and avoiding bar pinch
- Limbing and bucking techniques and methods
- Spring poles, tab cuts, and accordion cuts

Overcoming Back Lean Using Mechanical Advantage Systems

- Throw line, the 'Big-Shot', installation, and loading of pull lines
- Felling wedges and understanding lift, bending moment, and leverage
- Ropes, slings, knots, hitches, and Prusiks
- Prusik minding pulleys (P.M.P.'s), slings, and connecting links
- Reeving mechanical advantage and calculating input and output force

Chainsaw Maintenance

- Daily, weekly, monthly maintenance practices, fuels, and lubricants
- Air cleaner maintenance and chain tensioning
- Cutter tooth sharpening, depth gauge filing, files, and guides
- Cutter bar edging, dressing, cleaning and leveling
- Drive sprocket and needle bearing maintenance

- Spark plug and carburetor performance assessment techniques

Hazard and Danger Cutting and Felling

This course specifically meets the challenges of trees found in high-risk environments. Many workers are often required to use chainsaws in high-risk environments such as during or after storms. These same workers are often required to cut and remove trees that are toppled, uprooted or that are caught and suspended on buildings, power lines or other trees. Coaching and "hands-on" practice is a key aspect of this course. Participants are educated in risk assessment and work plan strategies designed to ensure worker safety through work planning, teamwork, and specialty cutting techniques and equipment. Explanation, demonstration, and practice using ropes, P.M.P.'s (Prusik Minding Pulleys), and mechanical advantage are an integral part of this course. The installation and use of pull lines, guying, and anchoring methods and techniques used to overcome felling difficulties such as snags, excessive lean and decay challenges completes this practical and advanced technical chainsaw course.

Safety and Managing Hazard and Danger Tree Risks

- Integrated risk assessment and documented record keeping
- Hazards, Obstacles, Planning & Equipment (H.O.P.E.)
- Site preparation, emergency preparedness & fire prevention
- Identify and understanding the effect of decay, lean and loading

Chainsaw Safety, Starting and Operations

- Safety features and starting
- Chainsaw operation, ergonomics and positioning

Ropes, Knots, Hardware and Mechanical Advantage

- Rope use, care, factor of safety, bend radius, tensile strength and cycles to failure
- Connecting links, port-a-wrap, rope grabs use, care, (advantages and limitations)
- Slings, knots and hitches, use, care and maintenance
- Using wedges, pull lines, hand lines, cant straps, levers (advantages and limitations)
- Mechanical advantage using Z-rigs and fiddle blocks and winches/jacks

Hazard and Danger Tree Cutting and Falling

- Hazard and danger tree identification; leaners, snags, hangers, widow makers and decay
- Compression and tension and identifying and evaluating leans and loads
- Escape routes – the 5-15-90 rule
- Notch/hinge/cut release strategies that maximize control and safety
- Dealing with large diameter spring poles under various load factors (river, snow, ice)

Technical Cutting and Releasing Hung and Snagged Trees

- The six-step cutting plan
- Ergonomics, reactive forces and safety features
- Key notch, controlled knee hinge, mis-match/bypass cut and bore cut

Technical Falling and Guying Side-Leaning Trees

- The six-step felling plan
- Calculating side, back and forward lean
- Installing guy lines utilizing the 90° degree to lean guying concept
- Bending moment, potential energy and anchor points
- Notch, hinges and back cuts that maximize control & safety

Please Note: All North American Training Solutions instructors retain the right to disallow a participant from participating in practical applications if the instructor discerns that the participant's abilities are inadequate for the task to be performed.

About Us

Both North American Training Solutions' and Arboriculture Canada Training and Education's missions are to "deliver innovative and professional arboriculture training and education that exceeds customers' expectations and business needs." Our similarity in missions and shared visions have combined us into outstanding training and educational organizations that have a massive impact on the tree care industry at a grass roots level. For many of our students, we are their first exposure to formalized training outside of secondary or post-

secondary education. NATS and ACTE have worked together since 2008 to deliver our missions to the tree care industry, and now have alumni exceeding more than 15,000.

Instructors

North American Training Solutions' instructors that are qualified and eligible to provide the various training modules will be scheduled according to the client's request and/or availability. All instructors have been thoroughly trained to deliver modules according to company policy and procedures and are fully insured through the corporate policies. Assistants are involved in some training programs to work with the instructors and provide additional one-on-one assistance in hands-on components. All certified instructor's bios can be viewed at www.natstraining.com.

Copyright

The information contained in the Train the Trainer Qualification is proprietary information that is fundamental to our training business. The workbooks and training materials are copyrighted. Your application includes a commitment from trainers and representatives within your organization to not duplicate any of the training materials for any purpose without permission from Arboriculture Canada or North American Training Solutions.

Frequently Asked Questions

- What qualification will candidates leave the program with?
 - During this 5-day program, each person will be evaluated on his/her chainsaw operation and cutting techniques skills ability. Successful completion of this competency evaluation will result in a Chainsaw Technician Qualification. If a candidate is unsuccessful in this qualification process, we recommend that he/she does not provide training in this domain. The Train the Trainer program will still be beneficial in terms of learning the skills to be a successful trainer.
 - At the completion of the program, all attendees who successfully completed the chainsaw technician test, as well as participated in all exercises, will be awarded a Certificate of Completion for Chainsaw Train the Trainer.
- Are the skills learned at this program transferrable to other skills domains?
 - Yes, the skills taught at this Train the Trainer program will be useful for individuals who are leaders, supervisors or trainers in their work places, and are transferable to any skills area.
- Will candidates be ready to provide training to internal staff following this program?
 - Yes, this program will provide the skills needed to be effective trainers of adult learners in the domain of basic chainsaw use within your organization. If the candidate is intending on providing training to external customers, we recommend that they consider further verification of their training abilities through a qualification process that we can provide at an additional time.
- Will candidates have access to training materials, such as workbooks to use with their own internal training programs following the training?
 - Yes, North American Training Solutions will provide a price list for workbooks that can be purchased for use in training programs delivered by trainers who have gone through this program.

Registration Form – Chainsaw Train the Trainer
(One form should be filled out for each individual)

Location: NC Forest Service Mountain Training Facility, Newland, NC 28657

Date: April 28-May 3, 2019

Registration Deadline: Early registration ends on April 12th (may allow late registrants if space is available)

Daily course times: Each day will begin early and all evenings will include session time. Please be prepared to focus all week on the training program. There will not be time to leave the camp for any other activities during the week.

Cost: \$1,895 early registration. \$2,195 late registration. Cost includes 5 nights' accommodations, all meals and refreshment breaks, use of facilities, as well as all course materials, instructor resources, and certification packages. Participants need to make their own travel arrangements to arrive at the camp facility.

Name: _____

Company: _____

Address: _____ **City:** _____

State: _____ **Zip Code:** _____

Bus ph #: _____ **Cell ph #:** _____

Fax #: _____ **E-mail:** _____

Second e-mail to be cc'd: _____

How did you hear about this course? _____

We ask each registrant to provide either an e-mail address or a fax number, as you will receive your confirmation letter and supporting information by one of these two ways. If an administrator in your office is submitting a registration, please ensure to pass along the confirmation package to the staff member who will be attending the training. **NO CONFIRMATION PACKAGES WILL BE SENT VIA REGULAR MAIL, UNLESS SPECIFICALLY ARRANGED WITH OUR OFFICE.**

You may register with a check or through our online payment system.

Check Enclosed

Online Payment

Amount Paid: _____

(\$500 deposit is required to be paid in order to hold a spot. The remainder must be paid 14 days prior to the start of the program; failure to do so will result in a forfeit of registration.)

Office Use Only:

Received By: _____ Date registration received: _____

Send to: North American Training Solutions P.O. Box 2791, Loganville GA 30052 • Ph: 1-404-859-8672
Fax: 678-344-6865 • karen.natstraining@gmail.com • www.natstraining.com

Cancellation Policy

30 or more days in advance: Full refund 29-14 days advance: 50% cancel penalty
13-0 days in advance: 100% cancel penalty no-shows: No refund

Pre-Qualification Questions – Chainsaw Train the Trainer

(One form should be filled out for each individual)

You may receive a phone call if we need to ask you further questions to confirm pre-qualification into this program. If we have accepted your registration, you will receive a confirmation letter to confirm this. Registrations may be denied at the discretion of the instructor, in which case you will be notified.

Name: _____

How many years have you been operating a chainsaw in your profession? _____

Please check the boxes that apply to you and describe the types of chainsaw operation and industries you have experience with:

<input type="checkbox"/>	Felling trees – between 6" – 26" dbh	<input type="checkbox"/>	Utility, tree clearing
<input type="checkbox"/>	Felling trees – larger than 26" dbh	<input type="checkbox"/>	Oil & gas tree clearing
<input type="checkbox"/>	Bucking, limbing and brush clean up	<input type="checkbox"/>	Trail building
<input type="checkbox"/>	Removing trees that have fallen on obstacles (power lines, houses, other trees) – Storm clean up.	<input type="checkbox"/>	Urban tree falling & cutting – arboriculture
<input type="checkbox"/>	Ditch /road clearing	<input type="checkbox"/>	Forestry / logging industry

List Others: _____

Current Employer: _____

Current Job Title / Position: _____

Length of Employment with current employer: _____

List prior training programs you have completed in chainsaw or tree felling operations:

What type of workers will be you training in your organization after you complete this Train the Trainer program?

Please submit your resume showing professional experience with chainsaws and their use in your work.

Please list out any professional certifications, qualifications, licenses, or training in safe chainsaw use: _____

I agree to the following statement:

The information contained in the Train the Trainer Certification is proprietary information that is fundamental to our training business. The workbooks and training materials are copyrighted. This application includes a commitment from trainers and representatives within your organization to not duplicate any of the training materials for any purpose without permission from North American Training Solutions.

Signature: _____ Name (printed): _____

**Send to: North American Training Solutions P.O. Box 2791, Loganville GA 30052 • Ph: 1-404-859-8672
Fax: 678-344-6865 • karen.natstraining@gmail.com • www.natstraining.com**