

# Southern Baptist Disaster Relief



## Chainsaw Recovery Manual

Disaster Relief Office, South Carolina Baptist Convention

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**Note: Illustrations in this manual are from “To Fell a Tree”, 2009 by Jeff Jepson and are used by permission of Jeff Jepson.**

## **Introduction**

- Southern Baptist Disaster Relief (SBDR) is a Christ-centered partnership of national, state and associational ministries serving through the local church to bring **help, hope, and healing** to individuals affected by disasters.
- SBDR began in Texas in 1967 and has grown to be one of the largest and most respected disaster organizations in the U.S. and around the world. Chainsaw Recovery is a vital component of the Disaster Relief Recovery Ministry.
- This Chainsaw manual provides a brief overview of the safe operation of a chainsaw and chainsaw team. As with any equipment, the operator should seek to gain as much knowledge and skill as possible about operating a chainsaw.
- In addition, a chainsaw volunteer should spend time in hands-on training practicing the procedures and skills taught in this manual. It is recommended that this training contain a minimum of eight (8) hours for classroom and practical training.
- This training is recommended for every SBDR volunteer serving on a chainsaw team.

## **Bible Verses**

Unless otherwise noted, all scriptures are taken from the Christian Standard Bible copyright 2017 by Holman Publishers (HCSB). Used by permission.

### **Galatians 6:9-10**

<sup>9</sup> So we must not get tired of doing good, for we will reap at the proper time if we don't give up. <sup>10</sup> Therefore, as we have opportunity, we must work for the good of all, especially for those who belong to the household of faith.

### **Philippians 2:13**

<sup>13</sup> For it is God who is working in you, enabling you both to desire and to work out His good purpose

### **Matthew 25:40**

<sup>40</sup> "And the King will answer them, 'I assure you: Whatever you did for one of the least of these brothers of Mine, you did for Me.'

### **Ephesians 4:2**

<sup>2</sup> with all humility and gentleness, with patience, accepting<sup>[a]</sup> one another in love

## **Section 1: General Information**

### **Work Request Priorities**

- Every work request is assigned a Priority by the Assessment team to aid the Incident Management Team (IMT) in prioritizing the work. The priority is generally based on the people and circumstances and not necessarily the work. The work of the Chainsaw team is the same regardless of the work request Priority. Remember, we are here to minister to hurting people which sometimes will override all other priority issues.

## **Chainsaw Ministry**

- The chainsaw ministry cuts up and removes trees from houses, driveways, and other locations impacted by a disaster.
- The Chainsaw ministry removes trees that pose a danger to the home or the work team. Chainsaw teams, with the appropriate training, work on the ground, on ladders, and on roofs,
- With the aid of Heavy Equipment and climbers, remove high dangerous limbs.

## **Heavy Equipment**

- Heavy Equipment including tractors, skid steers and man-lifts are integral parts of a chainsaw unit.
- Heavy Equipment can be stand-alone units supporting the chainsaw unit or simply another chainsaw tool.
- Skid Steers and tractors are used to pick up and move heavy logs, provide tension in the rigging process to ensure a tree falls in the desired direction, and used to pick up and move debris.
- Man-lifts are used to reach high hanging limbs without having to use climbers.
- The use of Heavy Equipment increases the efficiency of a chainsaw unit and allows the completion of additional work requests.

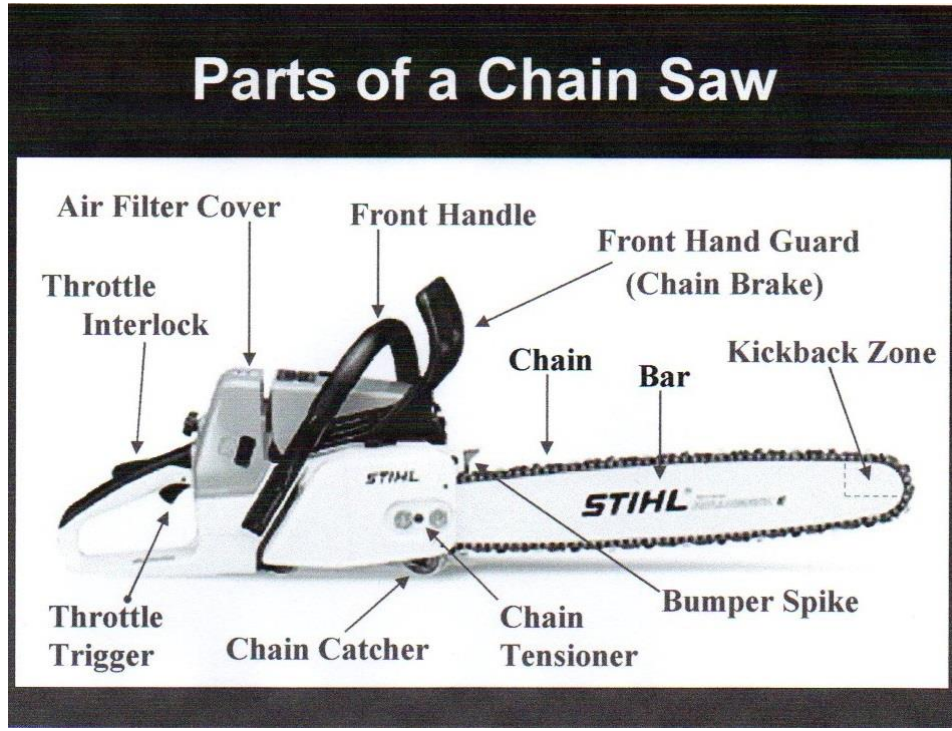
## **Before You Go**

- Have a humble servant spirit
- Prepare spiritually and mentally
- Recognize severity of situation
- Be prepared to work long, hard hours under difficult conditions
- Know your physical limits
- Be prepared to share the Love of Jesus
- Be a Team Player
- Remember - God deserves all the credit

## **What to Bring**

- Bible, devotional and reading material
- Keep a Journal
- Personal care items, towels, wash cloths etc.
- Full sleeping gear
- All medications and insurance card
- Good sturdy comfortable boots
- Insect repellent and sunscreen
- Flashlight
- Work clothes (seasonal)
- Comfortable clothes for after work hours
- Sleep wear
- Cell phone and charger

## Parts of a Chainsaw



## **Section 2: Unit and Team Structure**

### **Chainsaw Unit**

- It is recommended that the chainsaw unit be a towable trailer. This will allow different vehicles to pull the unit. It also reduces the insurance requirements for the unit and increases the number of drivers available. The size of the trailer will depend on the amount and weight of equipment and the capabilities of the team.

### **Unit Leader (Blue Cap)**

- The Unit Leader should be an experienced Chainsaw volunteer who has completed the designated Unit Leader and basic chainsaw training and wears the Blue Cap for easy recognition of leadership of the team.
- The Unit Leader is responsible for all team activities during deployment and for the safety of all volunteers, homeowners, and homeowner's personal property at the work site.
- The Unit Leader should participate in a daily briefing with the IMT to receive the latest information related to the chainsaw recovery operations and receive work requests.
- Review "Assessment – Chainsaw", "Property Owner's Request", and "Assessment – Property Area", prior to beginning work.
- Confirm address and have owner sign the "Property Owner Request" if it has not been signed.
- Be an individual that knows that it is "All about Jesus" and has a positive Christian walk.

### **Team Members (Yellow Cap)**

- All team members should wear a yellow hat, no matter his/her training or qualifications.
- Yellow cap team members are an integral part of the overall safety and success of the team.
- When in doubt – ask the Unit Leader (Blue Cap).
- Be an individual that knows that it is “All about Jesus” and has a positive Christian walk.

### **General**

- Be flexible in the assigned tasks and ready to make adjustments. It is difficult to adequately list all tasks. Teams should be prepared to meet existing needs.
- Remember, “It is not about production, it is about your testimony.” Flexibility is the key to success. Remember also that every assignment could be an opportunity to share the love of Jesus Christ.
- Be informed. Deal with information in a positive way. Never be part of misinformation.
- Be responsive in an intelligent, careful, supportive and effective manner.

### **Daily Meetings**

- Teams will meet for devotion and debrief each day. This leads to better team effectiveness and communication.
- Morning devotion (10 to 15 minutes) may be led by team chaplain or team member, or could be led by the Incident Commander (White Cap) for the entire operation.
- Evening debrief, may be led by the White Cap for the entire operation, if not debrief should be led by the Unit Leader and should include a time of devotion and prayer.
- Prayer time should include the disaster survivors, the Recovery Operation, and your individual team and team leaders.

## **Section 3: Job Evaluation and Set Up**

### **Arrival**

- Determine best location for trailer and supporting equipment.
- Pray over the job and with homeowner.
- Determine and discuss any onsite hazards and the overall plan for the job.
- Designate two (2) people to call for help if needed.
- Designate First Aid person

### **Set Up**

- Set up water, snack, First Aid, and rest locations.
- Determine/setup sanitation station.
- Unit Leader reviews Work Request with homeowner
- Unit Leader assigns tasks to team.
- Team determines location of debris, logs, brush, etc. piles.

### **Start of Work**

- Start assigned task.
- Watch out for each other, safety is key.
- Take breaks as needed.

## Completion of Work

- Review completed work with homeowner
- Clean tools and reload unit
- Present Bible and pray with Homeowner

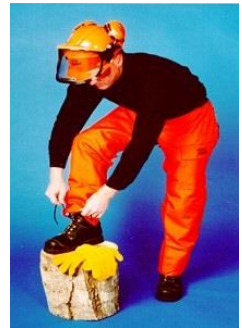
## Section 4: Chainsaw Safety

### Safety

- Being mindful of your surroundings at all times.
- A set of rules to follow.
- An Attitude of Safety

### Clothing and Gear

- Personal Protective Equipment, (PPE) **requirements** include proper clothing and footwear; hand, leg (chaps), head, ear, and eye protection. All PPE should be inspected before each use.
- **Clothing** must not be loose fitting. Loose-fitting clothing could become tangled in brush and limbs as well as the saw. Anything that could become entangled must be secured before operating a saw. Short pants or shorts are not allowed.
- Proper **footwear** is also important. Chainsaw protective leather boots with high tops, arch and ankle support, and crush resistant toes are recommended. Tennis shoes, sneakers, or low-cut hiking shoes are not permitted when using saws.
- A key part of the PPE are the **chaps**. Chaps are constructed of material that resists cuts from the saw teeth. The internal material chokes the saw to a stop when entangled.
- Chainsaw **gloves** are preferred. They are constructed of a material that resists saw cuts to the hands in the event of a kick back. Gloves provide a better grip and reduce fatigue caused by extended operation.
- The **chainsaw helmet** provides protection to the head. It includes a pull-down eye shield and ear covers to reduce noise. The recommended chainsaw helmet must have a 6- or 8-point interior harness system.
- Cracked helmets or helmets with defective shields, harnesses, or ear protection should not be used. OSHA recommends that all harnesses be replaced after 2 years from initial service
- **Helmets (Hard Hats)** are required for anyone in the work (Chainsaw) area.
- Each chainsaw unit must have the required PPE for each person operating a chainsaw (Appendix). These items include helmets with eye and ear protection, gloves, and chaps. **PPE must be worn whenever you are operating a chainsaw.**
- It is recommended that all cutters have a small tool pouch which could hold wedges, chainsaw tool, file, and first aid supplies
- If cutting in trees, on ladders, man lifts, or roofs, appropriate fall protection must be worn and secured to an anchor point.





## Injuries

- Head Area 7.5%
- Upper Body 3.6%
- Arms & Hands 38.9%
- Leg injuries 41.6%
- Foot injuries 8.3%

## Section 5: Operation Safety

### **General**

- Read and understand the owner's manual for the model saw you will be using.
- Watch what you are doing. Use common sense.
- Keep a watchful eye for potential hazards.
- When chain becomes dull, replace with sharp chain.

### **Operating Saw**

- Do not operate a chainsaw when you are tired.
- Use a chainsaw for cutting wood only. Do not use it on things for which it is not intended, such as cutting plastic, masonry, etc.
- Only well-trained volunteers should operate a chainsaw. Never allow anyone under age 18 to operate a saw.
- Do not operate a chainsaw:
  - While under the influence of alcohol, medication or drugs
  - Within 10 feet of highly flammable liquids or gases
  - While in a hurry
  - While in tree or on a ladder unless trained to do so

### **Gear**

- Check all PPE and personal clothing for mobility and safety.
- Wear **ALL** PPE when operating a chainsaw.

### **Planning**

- Before cutting make sure you have the following:
  - Clear work area of loose debris and trip hazards.
  - Secure footing
  - Planned retreat path from falling tree (safest route is a 45-degree angle to the rear)
- Inspect the tree carefully before cutting it down. Make sure there are no dead limbs or branches that may fall on you.

### **Work Area**

- Stay alert. Use common sense while operating a chainsaw
- Keep work areas clean. Cluttered areas invite injury
- Be aware of local poisonous plants. Poison ivy, poison oak, and poison sumac are the most common poisonous plants in the United States.
- Keep children, animals, and bystanders away from the chainsaw. Only chainsaw operators should be in the work area.
- When felling a tree, have an observer watch for danger. The observer should be close enough to tap the chainsaw operator on the shoulder (use stick or ax handle)

Remember the saw blade is traveling in excess of 80 feet per second. Just a touch can result in serious injury in as little as a split second. Review these safety tips **before** operating a chainsaw.

- Do not allow anyone else within **ten feet** of the chainsaw operator.
- If two or more people perform felling operations at the same time, provide plenty of distance between operations. Provide a distance of at least twice the height of the tree being felled.
- If the work area is sloped, work on the uphill side when bucking logs or tree felling as much as possible. Working on the downhill side could put the saw operator or other workers in the line of rolling log or felled trees.

### **Wood Under Pressure**

- When cutting a limb that is under tension, be alert for spring back.

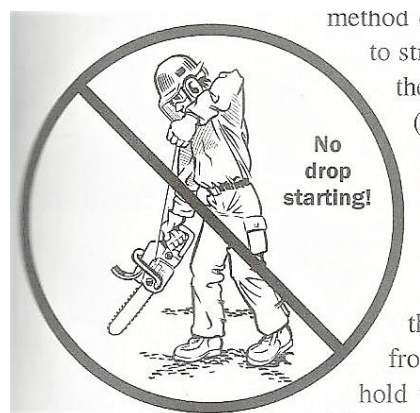
### **Blow down areas**

- Working in blow down areas is extremely hazardous. When bucking a wind-blown tree, you will reach a point where the exposed roots and attached soil may fall back into the hole crushing anyone or anything in the way.

## **Section 6 – Chainsaw Operation**

### **Starting**

- Only use OSHA- and manufacturer-recommended methods for starting chainsaws. Never attempt to drop or throw start a chainsaw. The drop or throw method requires one point of control and causes the saw to be pushed at the leg of the operator.
- Before starting the chainsaw, make sure the chain is not touching anything and that the chain-brake is set.
- To start a chainsaw:
  - Ground Method - Set it on the ground, place your foot on the handle, and pull the start cord. Do not start a chainsaw while holding it with one hand.



- Leg Lock Method – Engage the Chain Brake. Left hand grip on front handle. Arm straight. Rear handle between legs just above knees. Stay on level ground with secure footing. Right-hand pull-on starter cord until it starts.
- Grip the chainsaw firmly with both hands. Never operate a chainsaw with one hand. Never use the hand guard as a handle.

- Stand at the side of the saw, not behind it, and keep your feet well braced and body balanced.
- Warm up the saw by revving slightly. Make sure the chain is moving appropriately and is not too tight or loose.

### **Cutting**

- Keep fingers off the trigger until ready to make a cut.
- Keep all parts of your body away from the chain when the chainsaw is running.
- Run the engine at full throttle.
- Do not force the chainsaw while cutting. Apply light pressure. It will do the job more safely and effectively if it is used at the rate for which it was designed.
- Cut small brush and saplings with extreme care. Slender/Splinter material may catch in the chain and be whipped toward you. This could also pull you off balance.
- When cutting limbs or tree trunks that are under tension, use extreme caution. Be alert for wood springing back. When wood tension is released, limbs could spring back and strike the operator, causing severe injury or death.
- Never operate the chainsaw over your head.
- Try to keep the bar out of dirt and sand.
- When moving with the chainsaw, apply the chain brake before taking more than two steps.
- When not cutting, the chain brake should always be engaged.

### **Pinched Saw**

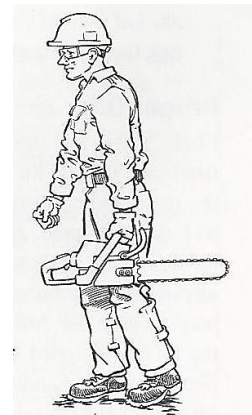
- Should the saw become pinched, turn the saw off before trying to remove it from the tree.
- Have wedges and a sledge hammer close by to un-pinch a saw.
- While bucking, if the saw becomes pinched, turn saw off and have a team member provide assistance.

### **Carrying Saw**

- To carry the chainsaw from one place to another:
  - Turn the saw off.
  - Engage the chain brake.
  - Hold the front handle (never use hand guard as a handle). The bar should face the rear.

### **“Chain” Rules of Thumb**

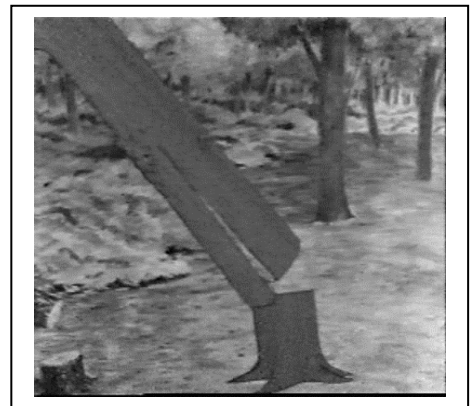
- Avoid hitting rocks, dirt, or other abrasive material
- Check chain tension frequently
- Never force a dull chain to cut
- Never install a new chain without checking the sprocket
- Always wear gloves when handling chain



## **Section 7 – Basic Chainsaw Cuts**

### **Open-Face Felling**

- **Points to Consider Prior To Felling**
  - Hazards
  - Good side/bad side
  - Escape route
  - Hinge
  - Cutting techniques
- **Hazards**
  - Dead trees and limbs
  - Widow makers (hangers)
  - Forked trees
  - Vines
  - Wind
  - Ice/snow load
  - Other hazards common to your area must be identified and evaluated.
- **Good Side/Bad Side**
  - Bad Side:
    - ❖ The side of the tree that has greater lean and weight
    - ❖ The side of the tree that we want to start on
    - ❖ Objects, structures or power lines in the way
  - Good Side:
    - ❖ Always finish on the good side of the tree
- **The Open-Face Notch**
  - The function of the notch is to allow the tree to fall without breaking the hinge prematurely.
  - Notches less than 70 degrees close-up before the tree has fallen to the ground. Stress is put on the hinge causing fiber pull, splitting of the butt log or barber chairing.
  - 70-90 degrees is a proper notch
  - Always start with the top cut. Work downward and slightly inward until the depth of the notch is approximately 1/3 of the diameter of the tree.
  - Finish the notch by making the second cut slightly upward or parallel to the ground
- **Advantages to Top Cut First:**
  - Easily establish hinge length
  - Can look into top cut and actually see second cut
  - Eliminates by-pass which is hazardous
  - Allows for use of sight-line found on many chainsaws
- **The Hinge**
  - The Hinge is the single most important part of the felling cut.
  - The hinge controls:
    - ❖ Felling direction



- ❖ Reduces the chance of hang-ups
- ❖ Hinge thickness should be the same all the way across the stump.

- **The Hinge Length**

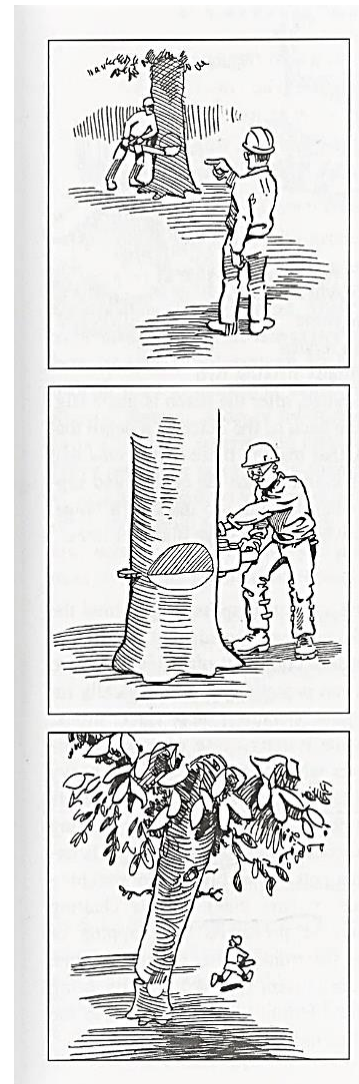
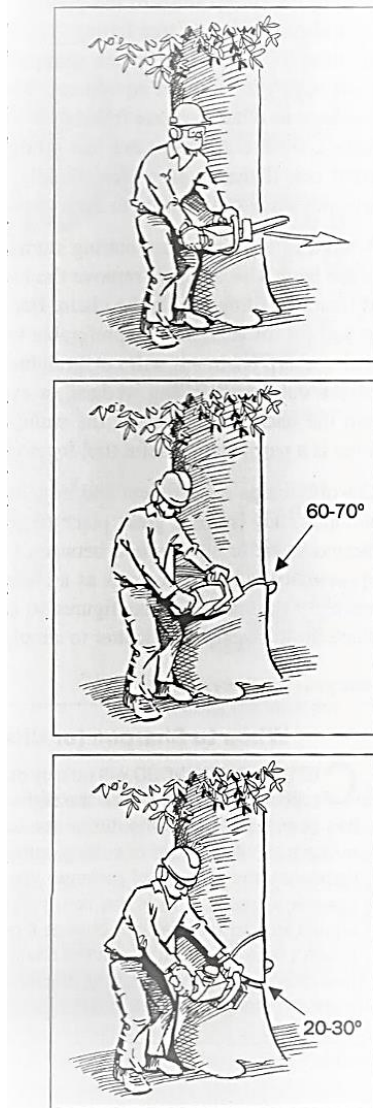
- Should be approximately 80% of the diameter of the tree. A 10" tree should have a face cut of 3-4" into the tree to give a hinge length of 8".

- **Hinge Thickness**

- Should be even all the way across and as a rule of thumb should be 10% of the diameter of the tree. A 10" tree = 1" hinge, however, you must adapt thickness to the species and area you are working in. Weather conditions can also affect the hinge.



### Putting it all Together:



## Limbing

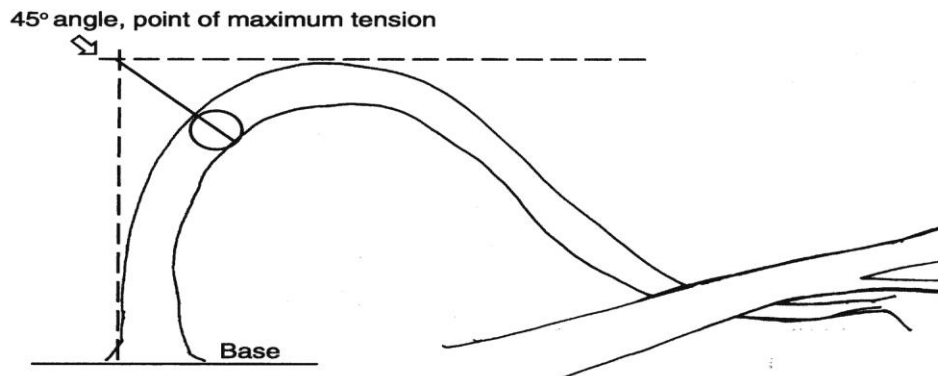
- Keep your feet approximately shoulder width apart
- Try to keep a balanced, comfortable stance to reduce fatigue and maximize saw control
- Keep right hand around rear handle, left hand around front handle
- Be aware of the possibility of kickback—avoid working with the tip of the bar
- Do not stand on the tree
- Stand on the uphill side
- Normally work from the base of the tree toward the top
- Work from the outside in
- Work from the lower branches to the higher ones
- Leave the branches that are supporting the log until last to prevent dangerous shifting

## Bucking

- Do not stand on the log
- Make sure the log will not roll downhill
- If on a slope, stand on the uphill side of the log
- Determine where the tension and compression forces are located at the bucking point. Incorrect judgment often results in pinched saw bars.
- Watch the saw kerf -- is it opening, closing or twisting?
- Proper use of wedges can prevent pinching and reduce cutting time
- If the saw becomes pinched **DO NOT** jerk or try to muscle it out. Trying to do so often results in bent bars that have to be discarded.

## Wood Under Pressure

- When cutting a limb that is under tension, be alert for spring back so that you will not be struck when the tension in the wood fibers is released.



## Section 8: Chainsaw Maintenance

### General

- The performance of your saw can make the difference between a good day and a bad day in the field. There is nothing more frustrating, than a saw that does not operate properly once you are in the field and ready to go to work. Maintenance is very important.

- Maintenance should be performed at the unit or preferably in a shop where a vise and adequate space are available. A unit with built in work space is an essential part of the maintenance of chainsaws.
- The field is not the appropriate place to do maintenance unless absolutely necessary. If maintenance must be performed in the field, find a clear area and spread a tarp on the ground so smaller parts will not get lost.
- Use branded fuel only (89 Octane or better, preferably no alcohol)
- Mix only what fuel will be used in 45 days.

#### **Procedures**

- Do a visual inspection of the complete saw.
- Clean the air filter. Replace if needed.
- Check the carburetor horn for debris before reassembling air filter.
- Inspect the spark plug.
- Check the starter cord.
- Check the flywheel.
- Inspect the clutch drum and drive sprocket.
- Inspect the brake band for wear and cracking
- Clean the chain and bar.
- Inspect the chain and properly tighten as needed. Replace chain if dull.
- Inspect muffler and spark arrestor screen.
- Periodically check all bolts, nuts, and screws for proper torque.

### **Section 9: Develop Your Skills**

#### **Courses**

- First Aid
- CPR courses
- Disaster awareness emphasis: church, association
- Practice sessions: tools and power equipment
- Advanced chainsaw training (climbing, rigging)

#### **Websites of Interest:**

- [www.stihlusa.com](http://www.stihlusa.com)
- [www.husqvarna.com](http://www.husqvarna.com)
- [www.fs.fed.us](http://www.fs.fed.us)
- [www.ext.nodak.edu](http://www.ext.nodak.edu)
- [www.ksre.ksu.edu](http://www.ksre.ksu.edu)
- [www.namb.net/dr](http://www.namb.net/dr)
- [www.training.fema.gov](http://www.training.fema.gov) (for IS-100, 200 and 700 courses)



# APPENDIX

**PLEASE NOTE:** The following pages contain samples of the forms needed for chainsaw work. Please do not copy these pages, for they have been compressed to fit the format of this manual. To print out full-sized versions of the forms, go to [www.scbaptist.org/dr](http://www.scbaptist.org/dr), in the section “For Unit Leaders.”



## **Suggested Equipment for Chainsaw Units**

### **General**

- Bibles or New Testaments
- Appropriate tracts
- Fire extinguisher
- First aid kits (main kit on the unit, plus one per crew working separately). All first aid kits should have compression bandages.
- Book: To Fell a Tree, by Jeff Jepson
- Ice Chest
- Gas cans for raw gas and mixed gas. (5 gallon can for unmixed fuel and 1-gallon cans for mixed fuel)
- Toolbox with Basic tools

### **Safety**

- Chaps for each saw operator
- Helmets with earmuffs and face shield for each saw operator
- Safety Helmets for all workers not operating a saw
- Ear-plugs available for other workers
- Safety goggles and/or safety glasses
- Work gloves

### **Equipment**

- Chainsaws (at least 4) - minimum 16" bar
- Power Pole saw
- 2-Cycle engine oil
- Bar and chain oil
- Loppers
- Peavey
- Small and large sledgehammers for driving wedges
- Wedges (at least 4) for felling and bucking

### **Optional**

- Rakes
- Cleanup Forks
- Large Aluminum Shovel
- Wheelbarrow
- Assorted Ropes
- Hand truck
- Extension Ladder
- Chain sharpener or files
- Axes (recommend 2)

### **Chainsaw Spare Parts**

- Chainsaw chains (recommend 2 or more for each type saw)
- Extra bar for each saw model
- Air and fuel filter for each saw
- Oil and fuel caps
- Sprocket cover nuts (these get lost easily)

Assessor	Assessor Phone # ( )	Job Priority 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>
Assessor: Check Work Needed / Unit Leader: Add Completion Date		
<input type="checkbox"/> Chainsaw	<input type="checkbox"/> Flood	<input type="checkbox"/> Roof <input type="checkbox"/> Fire
Unit #	# in Team ____ X Hrs Worked ____ = Total Hrs ____	Job #

## South Carolina Baptist Convention Disaster Relief Property Owner Request for Assistance

THIS IS NOT A CONTRACT



Date \_\_\_\_\_

Property Owner(s) \_\_\_\_\_ Occupant(s) (If Different) \_\_\_\_\_

House # \_\_\_\_\_ Street \_\_\_\_\_

City \_\_\_\_\_ County/Parrish \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone 1 ( ) \_\_\_\_\_ Phone 2 ( ) \_\_\_\_\_

### Special Needs

Wheelchair ☐ Hearing Impaired ☐ Visually Impaired ☐ Mentally Impaired ☐ Responder ☐

Other ☐ (Explain)

\_\_\_\_\_

Does property have... Homeowner's Insurance? ☐ Flood Insurance? ☐

Is this your primary residence? Yes ☐ No ☐

Can work be done without the property owner present? Yes ☐ No ☐ \_\_\_\_\_ Initial

Permission granted for team to take photos of property and persons Yes ☐ No ☐ \_\_\_\_\_ Initial

Electricity is... On ☐ Off ☐

Water is ... On ☐ Off ☐

Gas is ... On ☐ Off ☐

Provide a brief description of the work that needs to be done:

\_\_\_\_\_  
\_\_\_\_\_

## Release, Waiver of Liability, and Indemnity Agreement

I certify that the above information is correct, that I have read and fully understood the Release, Waiver of Liability, and Indemnity Agreement **on the other side of this form**, and I have voluntarily executed it for the purposes therein stated.

Witnessed, my hand on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Signature of Witness

\_\_\_\_\_  
Print Name of Property Owner

\_\_\_\_\_  
Print Name of Witness

**Attach appropriate assessment forms to this document.**

**RELEASE, WAIVER OF LIABILITY, AND INDEMNIFICATION AGREEMENT**

**THIS FORM MUST BE SIGNED BY THE  
PROPERTY OWNER BEFORE WORK BEGINS**

I represent and warrant to the South Carolina Baptist Convention (the "SCBC") that I am the owner of the property described on the reverse side of this form. I have requested the assistance of the SCBC in addressing damages that my property sustained due to a recent natural disaster.

I understand that the work on my property will be provided by volunteers who wish to help in times of disaster for the glory of God and to demonstrate their faith in Christ.

In consideration for the work and other services being provided to me, I release, waive, discharge, and covenant not to sue the SCBC, the Southern Baptist Convention, the volunteers who will be working on my property, their host churches or other sponsoring organizations, and their respective affiliates, directors, officers, employees, servants, agents, heirs, successors, and assigns (collectively referred to as the "Released Parties"), from any and all liability, claims, demands, actions, and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by me, or to any property belonging to me, arising out of or in any way related to the work and other services being provided, even if arising from the negligence of the Released Parties, except that which is the result of their gross negligence or wanton misconduct. I further agree to defend, indemnify, and hold harmless the Released Parties from any and all claims, losses, injuries, and damages arising out of or in any way related to the work and other services being performed, including but not limited to claims by third parties and any claims submitted by me or on my behalf, even if arising from the negligence of the Released Parties, except that which is the result of their gross negligence or wanton misconduct.

In further consideration for the work and other services being provided, I authorize the SCBC to record my picture and voice, and pictures of my property, on photographs, films, audiotapes, and/or videotapes (collectively, the "Recordings") and to incorporate and use the Recordings in any manner of media whatsoever, including unrestricted use of the Recordings for purposes of education, publicity, research, marketing, and advertising. I grant and convey to the SCBC all of my right, title, and interest in all such Recordings.

I further understand and agree that there is no warranty, whether express, implied, written, or oral, for any work performed or other services provided on my property by or on behalf of the Released Parties. **ANY AND ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY, HABITABILITY, WORKMANLIKE PERFORMANCE, WORKMANSHIP, REPAIRS, AND FITNESS FOR A PARTICULAR PURPOSE, ARE HEREBY DISCLAIMED AND SHALL NOT APPLY.**

I understand that the SCBC is a non-profit organization that has limited volunteers and limited financial and material resources, and thus the SCBC makes no guarantee that any work or other services will be provided. I understand and agree that **THIS IS NOT A CONTRACT, AGREEMENT, OR OTHER COMMITMENT TO PROVIDE SERVICES!**

It is my expressed intent that this agreement shall also bind the members of my family and spouse, if I am alive, and my heirs, assigns, and personal representatives, if I am deceased, and that it be enforced to the maximum extent permitted by law.

**I ACKNOWLEDGE AND REPRESENT THAT I HAVE CAREFULLY READ THIS DOCUMENT AND FULLY UNDERSTAND ITS CONTENTS, THAT I SIGN IT VOLUNTARILY AS MY OWN FREE ACT AND DEED, AND THAT NO ORAL REPRESENTATIONS, STATEMENTS, OR INDUCEMENTS HAVE BEEN MADE BY ANY PARTY.**

Witnessed, my hand on this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Witness Signature

\_\_\_\_\_  
Print Owner's Name

\_\_\_\_\_  
Print Witness Name

# **ASSESSMENT - CHAINSAW**

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## **SOUTHERN BAPTIST DISASTER RELIEF**

Assessor			Tracking Number (Office Use)						
Phone #			Job Priority	1	<input type="checkbox"/>	2	<input type="checkbox"/>	3	<input type="checkbox"/>
Date									

**ATTACH THIS FORM TO "PROPERTY OWNER REQUEST FOR ASSISTANCE"**

Property Owner	
Work Location	

## TEAM SKILLS REQUIRED

Ground Only <input type="checkbox"/>	Climbers <input type="checkbox"/>	Roofs & Ladders <input type="checkbox"/>	Rigging <input type="checkbox"/>
Other			

## HEAVY EQUIPMENT NEEDED

Skid Steer	<input type="checkbox"/>	Man Lift	<input type="checkbox"/>	Other
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**HAZARDS (Describe here and note location on Assessment – Property Area Form)**

Electrical
Other

## WORK DESCRIPTION

<input type="checkbox"/>	Downed trees that prevent the reestablishment of power to the home?		
<input type="checkbox"/>	Trees/limbs blocking entrance to the house or driveway?		
<input type="checkbox"/>	Trees on House?	<input type="checkbox"/> Roof Punctured	
<input type="checkbox"/>	Damaged trees that should be taken down	No.	Max Diameter:
<input type="checkbox"/>	Trees/limbs near house, preventing necessary repairs	No:	Max Diameter:
<input type="checkbox"/>	Trees/limbs on Out Buildings	No.	Max Diameter:
<input type="checkbox"/>	Large trees in yard, cut up for removal	No:	Max Diameter:
<input type="checkbox"/>	Trees/limbs in front yard, cut up for removal	No:	Max Diameter:
<input type="checkbox"/>	Trees/limbs in back/side yard, cut up for removal	No:	Max Diameter:
<input type="checkbox"/>	Hangers (Unable to access from ground)		

Location to stack cut trees and brushSpecial Instructions/Assessor's Comments (Notes)

Continue on back of form as needed

**Assessor Instructions:**

1. Determine priority based on Special Needs of Owner and work requested. (See Property Owner Request for Assistance and Assessment-Priorities document)
2. Complete "Assessment - Property Area" and attach to Assessment Form

# **ASSESSMENT - TEMPORARY ROOF**

## **SOUTHERN BAPTIST DISASTER RELIEF**

Assessor		Tracking Number (Office Use)	
Phone #		Job Priority	1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/>
Date			

**ATTACH THIS FORM TO "PROPERTY OWNER REQUEST FOR ASSISTANCE"**

Property Owner	
Work Location	

<b>TYPE OF BUILDING</b>			
<input type="checkbox"/> Detached Home	<input type="checkbox"/> Mobile/Modular Home	<input type="checkbox"/> Out Building	<input type="checkbox"/> Attached/Apartments
<input type="checkbox"/> Single Story	<input type="checkbox"/> Two Story	<input type="checkbox"/> Multi Level	<input type="checkbox"/> Other
<b>ROOF and DECK DESCRIPTION</b>			
<input type="checkbox"/> Wood Shingles	<input type="checkbox"/> Metal	<input type="checkbox"/> Composition	<input type="checkbox"/> Tile
<input type="checkbox"/> Roll Roofing	<input type="checkbox"/> Other		
<input type="checkbox"/> Steep (Tie off Required)	<input type="checkbox"/> Medium	<input type="checkbox"/> Low	<input type="checkbox"/> Flat
Percentage of Shingles Missing?			
Approximate Size of Roof to be covered?			
Is Roof Accessible?		<input type="checkbox"/> YES <input type="checkbox"/> NO	If NO, describe Issues
Is Deck missing, Holes in Roof?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Trusses Damaged?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
Is Roof safe for Temporary Repair?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
If Roof Not Safe describe Issues			
Plywood Needed?	<input type="checkbox"/> YES <input type="checkbox"/> NO	No. of Sheets?	
Window Damage?	<input type="checkbox"/> YES <input type="checkbox"/> NO	How many	
<b>HAZARDS</b>			
Electrical			
Other			
Dumpster Required?	<input type="checkbox"/> YES <input type="checkbox"/> NO	Dumpster On Site?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If NO, where will be debris stacked/separated?			
If YES, but dumpster unavailable, May debris be stacked at curb? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>If Dumpster required, Homeowner is responsible for obtaining and payment.</b>			

Assessors Comments (Notes)	

**Assessor Instructions:**

1. Determine priority based on Special Needs of Owner and work Requested. (See Property Owner Request for Assistance and Assessment-Priorities document).
2. Complete "Assessment – Property Area" and attach to Assessment form.

# **ASSESSMENT - PROPERTY AREA**

## **SOUTHERN BAPTIST DISASTER RELIEF**

Assessor		Tracking Number (Office Use)	
Phone #		Date Assessed	

### **ATTACH THIS FORM TO APPROPRIATE ASSESSMENT FORM**

Property Owner	
Work Location	

In the space below sketch an outline of the property and indicating dimensions. Indicate slope of land by arrows. Locate and outline the house, garage and other buildings on property, giving dimensions as appropriate. Draw and label (by name if possible) frontage roads (streets) adjoining property, driveway(s) & fences. Locate and identify septic tank and drain lines. Locate and identify water source, well, cistern water lines, water meter, gas meter, sewer cleanouts, and sprinkler heads. Locate propane tank and line or natural gas lines. Locate and identify areas to be sifted. Identify significant trees to be saved and those to be cut down. Suggest location for saved salvage, debris bins, hazardous waste, cut logs, brush debris. Locate Power Poles and Power Lines. Indicate **North** direction of property on drawing with arrow and letter.

**Use back or attach additional sheets as needed.**



## (ANSI B 175.1 - 2000 Annex C)

### Safety precautions for chain saw users\*

#### C 1. Kickback safety precautions

#### # WARNING!

KICKBACK may occur when the nose or tip of the guide bar touches an object, or when the wood closes in and pinches the saw chain in the cut.

- Tip contact in some cases may cause a lightning fast reverse REACTION, kicking the guide bar up and back towards the operator.
- Pinching the saw chain along the top of the guide bar may push the guide bar rapidly back towards the operator.
- Either of these reactions may cause you to lose control of the saw which could result in serious personal injury.

Do not rely exclusively upon the safety devices built into your saw. As a chain saw user, you should take several steps to keep your cutting jobs free from accident or injury.

- (a) With a basic understanding of kickback, you can reduce or eliminate the element of surprise. Sudden surprise contributes to accidents.
- (b) Keep a good firm grip on the saw with both hands, the right hand on the rear handle, and the left hand on the front handle, when the engine is running. Use a firm grip with thumbs and fingers encircling the chain saw handles. A firm grip will help you reduce kickback and maintain control of the saw. Don't let go.
- (c) Make sure that the area in which you are cutting is free from obstacles. Do not let the nose of the guide bar contact a log, branch, or any other obstacle which could be hit while you are operating the saw.
- (d) Cut at high engine speeds.
- (e) Do not overreach or cut above shoulder height.
- (f) Follow manufacturer's sharpening and maintenance instructions for the saw chain.
- (g) Only use replacement bars and chains specified by the manufacturer or the equivalent.

#### C 2. Other Safety Precautions

#### #WARNING!

Do not operate a chain saw with one hand! Serious injury to the operator, helpers, bystanders or any combination of these persons may result from one-handed operation. A chain saw is intended for two-handed use.

- (a) Do not operate a chain saw when you are fatigued.
- (b) Use safety footwear; snug-fitting clothing; protective gloves; and eye, hearing, and head protection devices.
- (c) Use caution when handling fuel. Move the chain saw at least 10 feet (3 m) from the fueling point before starting the engine.
- (d) Do not allow other persons to be near the chain saw when starting or cutting with the chain saw. Keep bystanders and animals out of the work area.
- (e) Do not start cutting until you have a clear work area, secure footing, and a planned retreat path from the falling tree.
- (f) Keep all parts of your body away from the saw chain when the engine is running.
- (g) Before you start the engine, make sure that the saw chain is not contacting anything.
- (h) Carry the chain saw with the engine stopped, the guide bar and saw chain to the rear, and the muffler away from your body.
- (i) Do not operate a chain saw that is damaged, improperly adjusted, or not completely and securely assembled. Be sure that the saw chain stops moving when the throttle control trigger is released.
- (j) Shut off the engine before setting the chain saw down.
- (k) Use extreme caution when cutting small size brush and saplings because slender material may catch the saw chain and be whipped toward you or pull you off balance.
- (l) When cutting a limb that is under tension be alert for springback so that you will not be struck when the tension in the wood fibers is released.
- (m) Keep the handles dry, clean, and free of oil or fuel mixture.
- (n) Operate the chain saw only in well-ventilated areas.
- (o) Do not operate a chain saw in a tree unless you have been specifically trained to do so.
- (p) Do not operate a chain saw above shoulder height.
- (q) All chain saw service, other than the items listed in the operator's/owner's safety and maintenance instructions, should be performed by competent chain saw service personnel. (For example, if improper tools are used to remove the flywheel or if an improper tool is used to hold the flywheel in order to remove the clutch, structural damage to the flywheel could occur and subsequently cause the flywheel to burst.)
- (r) When transporting your chain saw, use the appropriate guide bar scabbard.

*Reprint of American National Standards Institute (ANSI), Annex C B 175.1 – 2000*



**SOUTH CAROLINA  
BAPTIST CONVENTION**

**Disaster Relief Office**

**190 Stoneridge Drive • Columbia, SC 29210**

**800.723.7242 or 803.227.6149**

**[www.scbaptist.org/dr](http://www.scbaptist.org/dr)**

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of South Carolina Baptist churches.***