**Sample Contracted Employer Responsibility Sign-off**

**Contracted Employer General Health & Safety Requirements**

* Contracted Employers on Company premises are responsible for the health and safety of their workers. Contracted Employers are obligated to be familiar with and fully comply with all applicable laws, regulations and codes concerning safety. Contracted Employers are to conduct all operations within the guidelines of the Company Health and Safety System or that of the Contracted Employers, whichever is of the more stringent standard.
* Contracted Employers shall actively promote safe work performance on the part of their employees. On-site Supervisors shall participate in such activities as safety meetings and safety inspections. Contracted Employers will also implement their own safety practices best suited to their particular needs.
* Contracted Employers shall have an effective system of indoctrination and education for new and transferred employees to the work site. Contracted Employers shall inform their employees of all Company safety rules and safety procedures before the employee begins work on site.
* Contracted Employers shall inform their employees of the location and use of Company emergency equipment and emergency response procedures, including first aid and ambulance calls.
* Contracted Employers should use their own system of worksite inspection to detect and correct hazardous conditions, safety rule violations, and unsafe working practices in their designated work areas. Company Inspection Teams may be utilized with prior arrangement with the Company Health & Safety Manager.
* Good housekeeping and orderliness is a basic requirement for all jobs and must be maintained at all times. Special attention must be given to maintaining clear walkways, removal of trash, removal of slipping and tripping hazards, and the proper storage of hazardous materials. Temporary material storage must be requested and cleared through the Company Health & Safety Manager.
* The Contracted Employers Site Supervisor shall provide an address and telephone number to the Company Health & Safety Manager so that the Contracted Employers may be contacted after hours in case of an emergency involving injury, loss, or damage of Company or the Contracted Employers job or equipment.
* The Contracted Employers shall ensure that all employees are equipped with and use all Personal Protective Equipment as required by regulations and codes and by the Company Health and Safety System manual.
* The Contracted Employers shall immediately report and investigate all incidents, near misses, unsafe work refusals, property damage, unsafe acts or unsafe conditions to Company Health & Safety Manager.
* Contracted Employers and suppliers must ensure that the appropriate Safety Data Sheets (SDS) accompany or precede all hazardous products used on Company premises. Contracted Employers shall also ensure that all Controlled Products are handled, shipped, stored and disposed of in accordance with the manufacturer’s specifications.

I have read and understand our health and safety duties and responsibilities. All of our on-site employees will perform them to the best of their abilities in support of the company health and safety system.

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| Printed Name and Signature |  | Title |
| Company |  | Date |