CONTRACTOR AGREEMENT FORM

Contractor: Date:

Contractors supply all labour, transportation and equipment for requested work. Contractors must be registered or incorporated as a legal business.

Contractors are responsible for the health and safety of all direct-hire employees. Contractors must ensure that their workers work in compliance with the applicable legislation and regulations and, as a condition of contract, the safe work practices and procedures established by “COMPANY NAME”.

Contractors are responsible for the communication and enforcement of this program to its workers.

To be submitted to “COMPANY NAME” prior to the commencement of work:

* An up-to-date proof (clearance certificate) that their account with the compensation board is in good standing.
* An up-to-date liability insurance certificate, listing the company as a certificate holder. The contractor must have adequate coverage per occurrence of public and property liability insurance to satisfy management.
* All safety data sheets (SDS) for all WHMIS products used on the project.
* Training qualification (trade licenses, WHMIS, Fall certificates (mandatory), first aid, lift training certificates etc.) of all employees who will enter the worksite.
* A copy of this signed Agreement.

Contractors must ensure:

* Equipment, materials and protective devices and clothing, as prescribed, are provided, used and maintained in good condition.
* Those workers in their employ work in compliance with applicable legislation and regulations.
* Those workers in their employ are instructed in the application and use of “COMPANY NAME” H&S Program.
* Those workers in their employ receive adequate training in their specific work tasks to protect their health and safety.
* Those workers in their employ are aware of the hazardous substances that may be in use at the workplace and take adequate protection as prescribed.
* That all work is performed in accordance with governing legislation/regulations/industry standards.
* The inspection of all work sites prior to the commencement of work and to continue regular workplace inspections throughout the duration of the project.
* That all hazards/accidents/injuries are reported to the supervisor.
* That “COMPANY NAME” is notified of any and all contractors to be used by Contractor engaged in this agreement.

“COMPANY NAME” will continually evaluate its Health and Safety Policies and Safe Work Practices. The company will also review workplace incidents involving contractors and should these evaluations result in revisions to existing policies and procedures, these changes will be communicated immediately to all contractors.

Failure by the contractor, to fulfill the requirements outlined in this agreement, may result in the termination of the contract between “COMPANY NAME” and the contractor.

The Agreement will be renewed annually. Two copies of this agreement must be signed – one to remain with the contractor and the other to be on file with “COMPANY NAME”.

**To be completed an authorized representative of the contractor:**

As an authorized representative of the company, I ensure that our workers will work in compliance with the “COMPANY NAME” Health and Safety Policies and Programs and the requirements of the legislation and its appropriate regulations. I further ensure that the “COMPANY NAME” Policies and Procedures will be communicated to any and all of our employees required to work on any “COMPANY NAME” worksite.



Printed Name Signature



Position Date