CONTRACTOR HEALTH & SAFETY CHECKLIST AND PROGRAM GUIDE

This health and safety checklist is to be used only as a guide. The contractor is solely responsible for ensuring that the requirements set out in the Occupational Health and Safety Act and Regulations are complied with and that the health and safety of the workers at the worksite are protected.

Do you have copies of the British Columbia Occupational Health and Safety Regulations posted at the workplace?	☐ YES	☐ NO
Is all written documentation (e.g. procedure manuals, traffic protection plans, policies, notes, records, inspections, meeting minutes, etc) on all health and safety issues available for review at your workplace, including documentation for any sub-contractors?	☐ YES	☐ NO
Have you identified all possible hazards in the workplace and have you taken measures to control or eliminate the hazards?	☐ YES	☐ NO
Are your employees trained and competent to perform the duties that they are assigned to?	☐ YES	☐ NO
Do all new workers receive an orientation to the workplace and hazard awareness training?	☐ YES	☐ NO
Are tailgate/safety talks held on a regular basis?	☐ YES	☐ NO
Are workplace inspections performed on a regular basis and documented as outlined in the Occupational Health and Safety Act and Regulations?	☐ YES	☐ NO
Are employees supplied with the correct personal protective equipment needed to perform their job in a safe manner?	☐ YES	☐ NO
Do you have proper first aid coverage and supplies?	☐ YES	☐ NO
Do you have a health and safety representative present in the workplace?	☐ YES	☐ NO
Are health and safety issues reviewed at workplace meetings?	☐ YES	☐ NO
Do you contact utility companies for safety matters when required?	☐ YES	☐ NO
Do you report all critical injuries to the Workers' Compensation Board?	☐ YES	☐ NO
Do you record all incidents/accidents and perform investigations?	☐ YES	☐ NO
Has a Notice of Project been submitted to the Workers' Compensation Board, if required?	☐ YES	☐ NO

For more information regarding your health and safety program please contact the WCB (276-3100) www.worksafebc.com