

## **ONGOING MAINTENANCE CONTRACTORS YEARLY SAFETY AGREEMENT**

### **GENERAL**

This document provides information regarding the conditions of work for Contractors working on Seven Oaks School Division premises and the rules to which they must comply during the term of their contract. This document, when signed, will be held on file by and will be considered as part of the General Terms and conditions of any Purchase Order issued by the Seven Oaks School Division to the Contractor. It is the sole responsibility of the Contractor to ensure that all Contractor personnel are aware of this document and comply with all the terms therein. Failure to comply may be construed as a fundamental breach of contract including but not limited to expulsion from the premises and may be cause for exclusion from any future bidding considerations.

Contractor personnel will comply with all provisions of the Manitoba Workplace Safety and Health Act Chapter W210 of the Statutes of Manitoba and all regulations thereunder and all provisions of the Seven Oaks School Division's health and safety requirements, including but not limited to the wearing of eye and hearing protection and safety footwear in designated areas, the proper use of confined space entry procedures and equipment, application of electrical lockout procedures, and the use of fall arresting devices when working in high places.

When working on our property, all contractors and self-employed persons will:

- Meet the requirements of Workplace Safety and Health Act and regulations and follow applicable policies and procedures established by our company.
- Maintain work areas in a safe manner and correct unsafe working conditions as they are identified.
- Instruct employees in safe work procedures and advise them of the hazards on the job and in the working environment.
- Ensure that all contract work is completed in a manner that does not jeopardize the safety and health of anyone in the work area.
- Provide safe tools and equipment, training, all necessary personal protective and emergency response equipment and first aid supplies required for contractor use.
- Maintain Workers Compensation Board coverage for employees.
- Maintain all licenses, permits or other legislated requirements required for the work to be done.
- Ensure that all employees are trained and licenced to do the work that they are assigned to.
- Report accidents or incidents should they happen, directly, dependent upon the seriousness, but no longer than 24 hours after an accident or incident.

**Yearly**

A signing authority from the contractor shall meet with the Seven Oaks School Division management to review safety and health issues, update employee training information, provide updates on new equipment and techniques, sign and complete this form, bring forward any information that they are aware of that may affect the health of their employees or any other person.

Name of Contractor: \_\_\_\_\_

Proof of WCB: \_\_\_\_\_

Proof of Liability Insurance: \_\_\_\_\_

Copy of Employee Names  
Listing of their Training  
Licences and Qualification: \_\_\_\_\_

Copy of Workplace Safety Health Plan: \_\_\_\_\_

Core Certification Copy: \_\_\_\_\_

I have read, understand and accept the terms of this agreement.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Co-Name: \_\_\_\_\_

Reviewed & accepted by: \_\_\_\_\_

Seven Oaks School Division