



18.14 FORM B – REQUIREMENTS FOR CONTRACTORS WITH FIVE (5) OR LESS EMPLOYEES

Dear Subcontractor,

The safety of our workers and visitors is of paramount importance to us. We are committed, dedicated to, and legally responsible for providing a healthy, safe, and environmentally responsible workplace for all our workers, subcontractors, and visitors.

Subcontractors are required to meet or exceed relevant legislative standards including as a minimum:

- Worker Awareness in 4 Steps (Ontario) and training on worker rights, responsibilities, and duties according to provincial legislative requirements
- Supervisor Awareness in 5 Steps (Ontario) or training on supervisor rights, responsibilities, and duties according to provincial legislative requirements, or equivalent.
- A current, signed Health & Safety Policy
- A current, signed Violence & Harassment in the Workplace Policy

Subcontractors who do not have a health and safety program that meets the requirements of our health and safety management system shall abide by our J-AAR policies, and safe work procedures that apply to the scope of work.

In addition, subcontractors must follow the direction of our management and supervision while on the project.

All contractors are required to attend a site-specific safety orientation before being permitted unescorted access to the project.

When required, each worker is required to attend the morning safety meeting. Where workers are unable to attend the morning safety meeting, they are required to review the daily risk assessment and relevant Job Hazard Analysis with the appropriate supervisor prior to starting work.

Subcontractors shall provide a copy of their company’s Health & Safety Policy, Violence & Harassment in the Workplace Policy, applicable procedures and a hazard assessment for their scope of work. In addition, training records, as required for all workers at the project.

If using J-AAR safe work procedures, your company will be provided with copies of these documents relevant to the scope of work. Proof of worker review and/or training prior to work commencing is required.

I hereby declare that, _____ will work in compliance with the standards set out above. *(insert company name)*

Signature Title Date