

2024 Contractor Safety
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AMERICAN SOCIETY OF
SAFETY PROFESSIONALS

Nicolet Chapter



Why a Contractors Safety Process/Program

- Assure the Contractor is Qualified
- Provides a safe work environment
- Protects Your workers
- Protects Your Property
- Demonstrates proper Values
- Ensures better continued Safety
- Etc.

What type of work

- New Construction
- Renovations (roofing, HVAC, Buildout, etc)
- Maintenance
- Repairs
- Service work
- Etc

6 Elements to consider

- Develop a Contractors internal safety program. (expectations)
- Vetting prior to work (Qualification and Approval)
- After the contract is awarded and prior to work
- At commencement of work
- During work
- Conclusion of work

1926 vs. 1910

- Know the difference
- Understand when best Practices are required
 - Fall Protection
 - CSE
 - Hard Hats
 - Ladders
 - etc

Contractors Safety Program or Specs

Have you developed a Contractor Program with Specifications?

- If you don't have a program what can you hold the contractor to follow?

Some items for your Program

- Incident Analysis/Accident Investigation
- NFPA 70E
- CSE
- Fall Protection
- Hazcom
- PPE
- RTW
- Jewelry
- OSHA 10 or 30 hour for worker

Additional Program elements to consider

- Any work requiring inspections
- Fines
- Required documented inspections
- Safety meetings to attend or have on site
- Etc.
 - All of these and more may be part of your internal contractors safety program



Program ~~inclusions~~

- Oversight of the construction
- Disciplinary steps
- Process for correcting deficiencies
- Process for issuing permits
- Who will be in charge of the contractor program

Completed Contractors Program

- Once you complete it – Test it
- Evaluate it.
- Audit it regularly

Revised: 30Nov14		SMS Element 4 - Contractor Health and Safety			
Criteria ID	Criteria	Criteria Met ?	Numerical Score	Guidance	Facility Specific Activities or Comments
Minimal Process in Place					
E4-1.1	Oversight of some contractor activities is performed.				
Tools					
E4-2.1	<p>Written program exists and specifies:</p> <ul style="list-style-type: none"> • Roles & responsibilities; • Process for ensuring contractor understands site H&S expectations. (1) • The oversight process (auditing process) to assure contractors are following rules and expectations; • Disciplinary process for contractors; • All required documentation to be supplied by contractors (insurance, safety agreements, employee training, etc.). • The process for addressing deficiencies found during subcontractor oversight; • The site's process for issuing contractor work permits. • The high risk tasks that when performed will require the issuance of contractor work permits (e.g. confined space, electrical work at heights, servicing machinery/equipment, hot work, etc.). <p>A revision log shall be included as part of the written program.</p>				
Systems					
E4-3.1	Written program is reviewed annually and updated as necessary. The revision log has been maintained to reflect the annual review and any other changes made to the written program throughout the year.			Check revision date on written program. The revision log shall include the date of the review or revision, a summary of any changes ("No Changes" if annual review without revisions) and the name of the person performing the annual review or making revisions.	
E4-3.2	Process exists, which is documented in the written program, to discuss and address differences between contractor's programs and the site's programs and requirements (e.g. LOTO, confined space, PPE, etc.).				
E4-3.3	Contractors receive emergency procedure information.				
Culture					
E4-4.1	Contractors with multiple safety violations are banned from the site and are not used.				
E4-4.2	Contractor oversight is occurring and contractors are working within rules and expectations.			Review completed audits showing oversight is occurring.	
E4-4.3	All required documentation has been provided by the contractor. (2)				
E4-4.4	Contractors know what to do in case of an emergency (injury, fire, etc.).				
E4-4.5	Contractor has provided documentation that their personnel are trained and certified to perform the work.				
E4-4.6	Contractor orientations take place as per the written program. Orientations are appropriate for the work the contractor performs. (3)				
E4-4.7	Contractors working on site have been issued Work Permits in accordance with the written program. Work permits are appropriate for the work the contractor performs. (3)			Work permits are issued for all contractors performing high risk activities (e.g. work at heights, confined space entry, electrical work, etc.).	
Advanced					
E4-5.1	All employees feel empowered to address contractors working in an unsafe manner.				
E4-5.2	Contractor orientation program has been fully developed and deployed.				
E4-5.3	Sub-contractor selection is based in part on their past safety performance.				

Vetting Process for Contractors

- OSHA rates (IR and DART)
- Workers Comp Mod rate
- Past OSHA inspections (3-5 years)
- Ask for Programs and training. (they should correlate with the contract or contractors safety program)
- OSHA 10 or 30
- Hazwoper

Compare

- Your Company

- CSE
- Fall Protection
- Inspections
- Cranes
- Forklifts

- Contractors

- CSE
- Fall Protection
- Inspections
- Cranes
- Forklifts



Pre-work Actions

- Verify correct Insurance and expiration dates
- Orientation process for all employees who will be on site.
 - This can come in many forms.
 - How often will Orientation be required
- Be available to answer questions the contractor may have regarding site specific issues.
- Provide the contractor info on items such as LOTO, Chemicals and others that are site



Pre-work Actions

- Go over emergency procedures if not covered in orientation
- Contractors submission of documents required by the Contractor Program
 - Crane Inspections
 - Submission of training Documents
 - OSHA 10 or 30 hour cards.

During Work Activities

- Complete formal contractor evaluations
- Check contractor oversight
- Check documentation
- Check work permits if necessary
- Check Tool-box talks

At the Completion of the Contract

- Review the contractors performance
- Share it with the contractor so everyone can improve
- Rank the contractor for future work
- How often will the vetting be completed
- Evaluate internal controls

Conclusion

- Develop a program
- Implement it with all contracts
- Review annually at a minimum.
- Update it based on findings and changes



Thank you

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