



FMG Contractor Safety Standards

This form is to be used to verify and document a contractor is capable of assuming the role of Prime Contractor and that they understand their responsibilities in this role.

This form is to be completed at least annually, once per season, or when hiring a new contractor who will not be managed directly under the FMG program. The form is to be kept on the contractors file.

Date:	Contractor:			COMMENTS
	ACCEPTABLE or REVIEWED			
	Y	N	N/A	
Does the contractor understand they will participate in annual review of their safety performance in terms of safety statistics gathered, continuous improvement, and a review of this checklist?				
Does the contractor have a Health and Safety program compliant with SAFE or equivalent standards along with documentation to prove this?				
Does the contractor have an Emergency Preparedness and Response Plan (or use the Canfor version)?				
Has the contractor met the following health and safety requirements: 1. SAFE companies status (or equivalent), 2. WCB payments must not be delinquent for more than 6 months, 3. Orders must not be written on the same issue twice within 1 year.				
Does the contractor clearly understand its responsibilities as Prime Contractor? Review section 17 of FMG OHS program for these requirements.				
Does the contractor clearly understand that they must only hire SAFE or equivalent certified sub-contractors? or if the subs are not certified, they must be carried under the contractors program directly?				
Is there documentation that shows there is a requirement of the contractor to have 100% participation by all parties on the site(s) they are responsible for?				
Does the contractor understand that after being designated "Prime" by Canfor, they must then identify themselves as the Prime Contractor to all other (sub or other) contractors on site?				
Does the contractor have adequate and competent supervision based on the complexity and risk associated with day-to-day operations?				
Does the contractor have a communication system in place to communicate to other employers (if designated Prime)?				
Does the contractor have a system in place to identify and control worksite hazards ?				
Does the contractor have a designated health and safety representative that is responsible for health and safety compliance at the worksite?				
Does the contractor have a procedure for ensuring that corrective action is taken where non-conformances with the program are identified?				
Is the contractor performing its duties as Prime Contractor in accordance with the regulations? (OH&S Regulations (BC) and OHS Act (AB)) This question is only applicable for re-evaluation, not new hires.				
Does the contractor have a procedure for ensuring Health & Safety statistics (all incidents and near misses) are recorded, and reported to Canfor in accordance with timelines outlined in the FMG Abnormality Escalation Process?				
Does the contractor conduct monthly, at a minimum, documented safety meetings with all parties on site?				
Does the contractor agree to participate in joint H+S meetings with Canfor to review safety performance on a regular basis? Could be a tailgate, boardroom, or prework meeting				
Does the contractor have procedures in place to ensure a first aid assessment is done, and the necessary requirements are on site?				
Does the contractor have a commitment to continuous improvement? This is a requirement of Canfor.				
Does the contractor have a system in place to track training certifications for their employees, and verify that employees meet legal certification requirements?				
Is the contractor capable of being designated as Prime?				

CANFOR Representative: _____ Date: _____

CONTRACTOR Representative: _____ Date: _____