

Contractor Management Pre-Qualification Checklist

The company needs to show that it evaluates a potential contractor's health and safety program before hiring.	
Company Name:	Company Address:
Health and Safety Contact:	Phone:
Alternate Contact Person:	Phone:
Company must be SAFE certified:	SAFE certified number:
Criteria in addition to SAFE certification:	Comments:
They have their own OHS program.	
In good standing with WorkSafeBC.	
Giving weight to the safety record and current practices of the contractor companies.	
Names of employees designated to supervise their workers.	
<p>Independent contractors will be included in safety plans, such as:</p> <ul style="list-style-type: none"> • Including them at safety meetings. • Subjecting them to company's supervision. • Including them in assessments and inspections. <p>Regular meetings will be held with our contractors to discuss safety performance and planning.</p> <p>If the contractor is a SEBASE/BASE - sized company, then management-to-management meetings will be held on at least an annual basis.</p> <p>If the contractor is an independent owner-operator, they may be assessed using the regular worker process.</p>	
This form will be stored in the employee / contractor personnel file.	
Company Representative:	Date: